

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, February 10, 6:00 pm. at the Manteo Town Hall, 407 Budleigh Street

The following members were present: Chairman Bill Parker
Member Phil Scarborough
Member Bebe Woody
Member Grizelle Fearing

The following members were absent: Member Hall Goodman

Also present at the meeting: Erin Burke, Planner and Becky Breiholz, Town Clerk

Chairman Bill Parker called the meeting to 6:00 pm

SUBJECT: Adoption of Agenda as presented or amended

MOTION: Member Fearing seconded by Member Scarborough to adopt the agenda as presented was approved by the following vote: Ayes: Member Fearing, Parker, Scarborough and Woody. Noes: None. Absent: Goodman

SUBJECT: Approval of minute's regular meeting January 13, 2015

MOTION: Member Fearing seconded by Member Woody to approve the minutes as presented was approved by the following vote: Ayes: Member Fearing, Parker, Scarborough and Woody. Noes: None. Absent: Goodman

PUBLIC COMMENTS - None

SUBJECT: Review and consideration of plans for 209 Compton, Marshes Light Lot 10. Planner Burke stated in her narrative that according to the Conditional Use Permit for the Marshes Light "Prior to the issuance of any building permit, a complete design for each building, including all elevations, shall be reviewed by the Planning Board for compliance with "The Manteo Way of Building," The PARC Committee discussed matching the size of the windows shown on the second floor and discussed the egress requirements for the second floor. The kitchen window with the transom was changed to a single 28 window on either side. The builder was also made aware that if there are any changes to the exterior, it needs to come back to the Board for review

MOTION: Member Fearing seconded by Member Woody to approve the house plans with the recommendations from PARC and if any changes are made to the exterior they come back to the Board for review was approved by the

following vote: Ayes: Member Fearing, Parker, Scarborough and Woody. Noes: None. Absent: Goodman

Review to do List-

The pawn shop text amendment was sent to Public Hearing by the Board of Commissioners and the political sign amendment was sent to the Town Attorney for some more changes. Planner Burke commented that she will send a letter to the Power Company regarding the light that is shining into Member Fearing's home. Mrs. Burke also updated the members on the historical building inventory that PARC is working on. The Commissioners have asked staff to contact the State for an update on our historical buildings. Members will also be looking for examples of other town's way finding signs. Member Fearing brought up that fact that Dolce Vita is using their catering trailer as signage and she was told that it was allowed. Discussion on various signage took place and those signs that are put into the back of a truck are not allowed.

Review of Code Violations list- Mrs. Burke will get the Board an update on the ABC violation from Town Manager Kermit Skinner. She also stated that even though there are no problems with Pugh's she is leaving it on the list as some issues continue to come up. The buffer was discussed at Pugh's and the fact that some trees are missing, Mrs. Burke will look at the site plan.

BOARD MEMBER CONCERNS

Member Woody had concerns about some of the sidewalks downtown and who owns them. The sidewalk in front of the coffee house and the one in front of Tranquil House Inn, she would like fixed.

Member Fearing commented that the tree by Full Moon and by the Town Clock needs to be trimmed.

Member Woody asked about the Town Christmas tree and if it could be fixed. Mrs. Burke informed the Members that the Commissioners are aware of the problem and are waiting for someone to come and evaluate the tree. The lights on the tree also need to be taken down.

Member Parker commented that there is a rumor going around that the Planning and Zoning Board is being blamed for the new addition at the elementary school being so close to the road and it is not true.

MOTION: Member Scarborough seconded by Member Fearing to adjourn at 6:35 pm was approved by the following vote: Ayes: Member Fearing, Parker, Scarborough and Woody. Noes: None. Absent: Goodman

This 10th day of February 2015

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk