

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, January 13, 2015 at 6:00 p.m. at the Manteo Town Hall, 407 Budleigh Street

The following members were present:

Chairman Bill Parker
Member Grizelle Fearing
Member Bebe Woody
Member Phil Scarborough
Member Hal Goodman

The following members were absent:

Also present at the meeting:

Erin Burke, Planner
Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6:00

SUBJECT: Adoption of Agenda-

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

SUBJECT: Approval of Minutes Regular meeting December 9, 2014

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

PUBLIC COMMENTS-none

NEW BUSINESS

SUBJECT: PARC nominations and appointments-A PARC member has resigned and a new member will need to be appointed to fill the unexpired term. Member Woody would like them to reach further out into the community for members. She also would like the Planning Board to review the requirements of being a PARC member. Member Woody nominated Amy Bennett and Chairman Parker nominated Debbie Montgomery. The vote was taken by a show of hands and Member Woody, Scarborough and Goodman voted for Amy Bennett, while Chairman Parker and Member Fearing voted for Debbie Montgomery. Amy Bennett had the majority of votes.

MOTION: Member Woody seconded by Member Goodman to appoint Amy Bennett to the fill the unexpired term on the PARC committee was approved by the following

vote: Ayes: Members Parker, Woody, Fearing, Scarborough, Goodman Noes: None.
Absent: None.

OLD BUSINESS

Review Violation Ordinance List

Planner Erin Burke went over the list: ABC Store buffer violation; Town Manager Mr. Skinner has contacted the chair of the ABC Board and it is in progress; Mrs. Burke will leave Pugh's on the list to keep an eye on the amount of accumulated tires; Charter has been non-responsive on the buffer; the gate is not secured which is a safety concern. Mrs. Burke contacted the corporate office in Virginia Beach and is still working on a resolution. There have been no changes to the Shallowbag Bay sign. Mrs. Burke sent an email to Buddy Creef regarding the Dolce Vita and Tread Quarters off premises advertising on his property and has not received a response; there are 12 different owners of that property and she will send a letter to all of them. The placement of yard signs is an on-going problem which are removed from the Corridor. Tread Quarters flashing sign violation; she spoke with the manager and he did not know it was a violation and it has been switched to non-flashing. She has spoken with someone at the La Mision about their flashing sign and it had been changed but it is now flashing again and she will follow up on that. Mrs. Burke informed the Board that the Weeping Radish property has been condemned by Dare County Fire Marshal and Building Inspector, there are a lot of issues with the property. Mrs. Burke also meet with the PNC Bank manager about their outside lighting and they are working on getting a lighting plan to her but she will contact Dominion to see if the lights can be shielded. Member Fearing would also like to add to the "To Do List" check lighting at Twiford's Funeral Home as it glares into her apartment. Mrs. Burke also gave a draft letter she wrote to the Board for their comments. This letter was requested by the Board to be sent to John Robbins, Lee Tugwell and Donna Reynolds regarding the changes that were made on a house being built in Marshes Light and the Builder did not come back to the PARC Committee for approval as required in the conditional use plan.

Review to Do List-

The Board went over the "to do list" Mrs. Burke gave them an update on the Pawn Shop Ordinance that they had sent to the Board of Commissioners. The Commissioners were concerned it was too restrictive and gave to the Town Attorney for his review. The Commissioners also tabled the political signs pending Attorney review.

BOARD CONCERNS

Member Woody-brought up airbnb which is a website that advertises rooms to rent in people's homes. The problem is they do not pay taxes, get business licenses, or inspections and other fees associated with operating a business. This is being addressed

in Raleigh and the Town might have to look at this type of operation once Raleigh legislators figure out how to deal with this.

Member Woody also wanted to discuss historical directional signs pointing the way to Downtown Manteo businesses. The large DOT over highway sign could direct visitors to shopping, accommodations and dining and small street signs could be used to identify the Downtown area. She would like the members to explore sign options and to re-evaluate way finding. Mrs. Burke will contact Edenton and Washington to see how they have used signs to identify their downtown area. Member Woody would like this item to be added to the “to do list” also.

Member Scarborough would like something done about the bulb out at Simon and Sir Walter Raleigh as the turning radius is too tight.

Member Fearing wanted to discuss the Dare County Administration Building/old Fort Raleigh Hotel which she understands that the County wants to demolish it. She would like the Planning Board to go on record that they recognize that the building is part of the Town’s long range plan and that they support the effort to re-purpose this building.

MOTION: Member Woody seconded by Member Goodman to recognize the old county administration building/Fort Raleigh Hotel is in the Town’s long range plan and that the Planning Board supports the effort to repurpose the building was approved by the following vote: Ayes: Members Parker, Woody, Goodman, Scarborough and Fearing. Noes: None. Absent: None

MOTION: Member Fearing seconded by Member Scarborough to adjourn at 7:30 pm was approved by the following vote: Ayes: Members Parker, Woody, Goodman Scarborough and Fearing. Noes: None. Absent: None

This the 13th day of January 2015

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk