

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

SUBJECT: Discussion and consideration of text amendment to the Town of Manteo Zoning Ordinance Section 3-14 (a) (8) as requested by the Board of Commissioners at the mid-month meeting in June. The Board of Commissioners requested the following language be advertised.

Sec. 3-14. - Building permits required.

Building permits to be approved by the zoning administrator:

- (1) Residential new construction and additions;
- (2) Alterations and repairs;
- (3) Mobile homes;
- (4) House moving;
- (5) Signs;
- (6) Residential—detached storage buildings, utility buildings, carports, and workshops;
- (7) Piers, docks, jetties, walkways, and ramps;
- (8) Demolition of non-historic structures:
 - i. A permit for demolition of an historic structure shall require a ~~90~~ 15-day public notice ~~and may only be approved by the Planning and Zoning Board.~~

Planner Burke also did some research to find out how long other towns in North Carolina allowed for notice to be given and found that those who responded, five communities have a 365 day public notice requirement. New Bern received special legislation from the General Assembly to extend that 365 day period. Planning Board members think that 90 days is a reasonable amount of time. Member Fearing contacted staff and even though she could not be at the meeting she wanted her opinion placed in the record that she is strongly opposed to changing the ordinance, stripping the building of its historical status and the demolition of this historic building.

MOTION: Member Woody seconded by Member Scarborough to recommend to the Board of Commissioners not to change the zoning ordinance Sec. 3-14 in light of the information that was received about other communities having a 365 day public notice was approved by the following vote: Ayes: Members Woody, Parker, Scarborough. Noes: None. Absent: Fearing and Gregory

SUBJECT: Discussion of Manteo Elementary School expansion. As requested by the Planning and Zoning Board at their June meeting staff placed this item for discussion on the July agenda. The Board asked the Dare County Board of Education to consider alternative locations for the addition at MES. As of Wednesday July 3, 2013 staff had not received any alternative plans from the BOE. The proposal was discussed at the Planning Board's June meeting and also at the Board of Commissioner's July meeting

and a public hearing has been scheduled for July 24th giving the Planning Board their required 30 days to give the Commissioners a recommendation on the text amendment that was discussed above. The Board of Education has not submitted any plans. Member Woody would like them to submit other alternatives and save the building. Consensus of the Board there is nothing to discuss until we receive site plans.

Planner Burke gave the Board an update on the to do list about the planting of trees on Sir Walter Raleigh. We have received preliminary approval from NCDOT for planting of trees from Simon to Sir Walter Raleigh on the south side and she met with the engineers today to give them the go ahead. Even though we have passed an ordinance about internet sweepstakes it is still on the to do list so the Board can watch it since it is subject to state legislative action.

Planner Burke also gave the Board an update on the Old Town Creamery and that it was brought to her attention that it is operating as a restaurant without obtaining permits for a change of use or paying the water and sewer calculations for a restaurant; and since it is a change of use it will have to go before both the Planning Board and the Board of Commissioners for approval. Wyatt Booth, Town Attorney has sent them a letter giving them 30 days to correct the violation and that a site plan must be submitted before that 30 day period is up. This will be on the Boards September meeting.

Chairman Parker went over the list of code violations that had been discussed at their May 14, 2013 meeting and made a part of those minutes.

- ABC Store-they are continuing to work on the buffer
- Hotline- have done some cleaning up and fertilizing of their buffer
- Pugh's Fence- Mrs. Burke met with Mr. Pugh and spoke about buffer issues; he will also start cleaning up the junkyard area.
- Charter-has hired a landscaping crew but want to wait until after the season since they are short handed on help.
- Shallowbag Bay Club is being bought out and the new contact is Cape Management and we are waiting on a return call.
- COA-the county replaced the trees
- MES-trees replaced and watering bags placed on them
- Shell Station-planted new trees and trimmed the Russian olives
- Cypress Cove-property owner Michael Burnett contacted; lives out of town and did not know about the signs; he will contact the subdivision and request they be removed
- Pizza Hut-neighboring property owner removed their buffer; letter sent to them and staff will issue notice of violation if no action.
- Old Town Creamery-already discussed
- Hi Tide Scooters-the scooters have been removed from the right of way.
- 801 George Howe-ditch was filled in without being culverted; letter sent
- 823 George Howe-letter sent not been addressed.

707 George Howe property owner from tax record mailing address was returned as undeliverable

The last 4 are sign violations that should be taken care of.

Board Members would like the Weeping Radish added to the list of violations as a maintenance code violation.

MOTION: Member Woody seconded by Member Scarborough to approve a motion to recess at 6:45 pm until July 17, 2013 for a joint meeting with the Board of Commissioners at the Outer Banks Tourist Bureau at 4:00 pm was approved by the following vote: Ayes: Members Scarborough, Parker, Woody. Noes: None. Absent: Fearing and Gregory

This 9th day of July 2013.

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk