

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, March 8, 2016 at 6:00 p.m. at the Meeting Room at the Manteo Town Hall 407 Budleigh Street, Manteo, NC

The following members were present: Chairman Bill Parker
Member Phil Scarborough
Member Hal Goodman

The following members were absent: Member Rodney Benson
Member Bebe Woody

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

Chairman Parker called the meeting to order at 6:02 pm

SUBJECT: Adoption of Agenda as amended or presented-

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

SUBJECT: Approval of Minutes Regular Meeting February 9, 2016

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

PUBLIC COMMENTS- None

NEW BUSINESS

SUBJECT: Change of Use Request for 112 South US 64 - The applicant has approached the town and requested a change of use from restaurant to retail. The proposed occupant will be a Verizon retail location. There is no additional

parking or sewer allocation required for this change of use. Per section 12-10 (d) (1) Change of Use not requiring a site plan staff recommends approval.

MOTION: Member Scarborough seconded by Member Goodman to approve the change of use as presented was approved by the following vote: Ayes: Members Parker, Scarborough, Goodman Noes: None. Absent: Members Woody and Benson

SUBJECT: Discussion of setbacks for large parcels on Highway 64; As previously discussed the town had a 50' setback on HWY 64 for a few years. This was removed in 2008. Since that time the elementary school was built and the 15' setback was questioned. Planner Erin Burke presented the Board with a draft version of a text amendment for setbacks.

Staff researched the possibility of assigning a larger setback to larger parcels. After identifying 10 large parcels in or immediately adjacent to town the Planning and Zoning Board reviewed those locations and requested dimensions. There was a concern that narrow lots may not be able to accommodate a larger setback. After reviewing the dimensions, staff finds that this concern would not be an issue if a setback of 50' is applied to parcels larger than two (2) acres. After discussion of parking consensus was to allow no parking within 15 feet of the front property line on any parcel.

The members also discussed the size of the parcels of more than 2 acres having a 50 foot setback and consensus of the Board was to reduce the size of the parcel to 1.75 acres or larger to have a 50 foot setback. Mrs. Burke would correct the draft text amendment and the corrected version of the text amendment will be made a part of these minutes.

MOTION: Member Goodman seconded by Member Scarborough to recommend sending this to the Board of Commissioners to schedule a public hearing with the changes of 1.75 acres and no parking on all parcels within 15 feet of the front property line was approved by the following vote: Ayes: Members Parker, Scarborough, Goodman Noes: None. Absent: Members Woody and Benson

Review to Do List:

Mrs. Burke gave the Board an update on the CRS and that our audit has been completed and hopefully have a report back by the summer.

The wayfinding signs-Mrs. Burke informed the Board that the Commissioners are looking at this also; setbacks-parking previously discussed and the text amendment for short term rentals was approved.

Chairman Bill Parker commented that the only thing on the violation ordinance list was the Charter buffer.

Member Goodman commented that the air boat was in Shallowbag Bay again and how loud it was. Mrs. Burke commented that she will let the police know since it is getting warm and if they are at the boat ramp to call Fish and Wildlife.

MOTION: Member Goodman seconded by Member Scarborough to adjourn at 6:50 pm was approved by the following vote: Ayes: Members Parker, Scarborough, and Goodman. Noes: None. Absent: Members Woody and Benson

This the 8th day of March 2016.

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk