

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, September 8, 2015 at 6:00 p.m. at the Dare County Administrative Building, Room #238, 954 Marshall C. Collins Drive, Manteo, NC

The following members were present:

Chairman Bill Parker
Member Phil Scarborough
Member Hal Goodman

The following members were absent:

Member Grizelle Fearing
Member Bebe Woody

Also present at the meeting:

Erin Burke, Planner
Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 5:58 pm

SUBJECT: Adoption of Agenda- Chairman Parker amended the agenda to remove from New Business Item #6 (D) review ordinance regulating Town Park hours; this has been sent to the Town Attorney for the Commissioners to possibly discuss at their October recessed meeting.

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

SUBJECT: Approval of Minutes Regular Meeting July 14, 2015

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

PUBLIC COMMENTS-none

NEW BUSINESS

SUBJECT: Review of House Plan for Marshes Light Lot 24, 125 Dartmoor Street 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 reviewed the plans and discussed the battens and recommended that the battens be placed at 12" or 16" but no wider and that the entire first floor should be a board and batten siding, not just the front elevation or none at all.

MOTION: Member Goodman seconded by Member Scarborough to approve the plans based on PARC's recommendations was approved by the following vote: Ayes: Members Parker, Scarborough, Goodman Noes: None. Absent: Fearing, Woody

SUBJECT Review of House Plan for Marshes Light Lot 3, 334 Fernando Street

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 noted that the deck and the "half" columns were not added. If there were a porch on the front of the house that had been enclosed to accommodate a washroom and laundry room, historically the columns would have been visible. In this case on the front of the powder room and laundry room, the corner boards would just be made to look like the other porch columns. The committee noted that was merely a suggestion and not requirement. The PARC Committee approved as presented

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

SUBJECT: Review of Garage Plan for Marshes Light Lot 7, 221 Compton Street

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 thinks that something more in keeping with the Farmhouse style would be more appropriate, but is not making that a requirement. The committee also noted that the windows on the gable ends were not made smaller. They recognize the explanation that was provided regarding egress should the second floor be finished in the future. The committee also noted a disparity between the floor plan and the east elevation, the east elevation was approved without a window. The window detail shall match the house including the two over two mullions for the gable end, not the four over one shown in the detail. The PARC Committee approved as presented

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

OLD BUSINESS

Review to Do List

Planner Burke gave the Board an update on the Community Service Rating and that Fletcher Wiley Insurance Agency held a training session at their offices with the State of NC regarding flood insurance and that this will add CRS points to our rating and will in turn affect the Town residents flood rates.

She has sent out a request for definitions of hotels, motels, boarding house and bed and breakfast about overnight accommodations to the Planner's listserv but has received anything back. Town Clerk Becky Breiholz stated that she would send out that request to the Clerk's Net. The Board will review setbacks at next month meeting.

Review Violation Ordinance List

Mrs. Burke updated the Board on the violation list and reported on two. La Dolce Vita has had flashing signs and a mannequin in the Roanoke Island Corridor which is against our ordinance. She sent a certified letter but it was never picked up. When the letter was returned she had one of our Police Officer's hand deliver it and they are gone now. She did hear that it was back up on Saturday but it is not there now.

She stated she sent a letter to Pirates Cove about the Pavilion they have enclosed and that it violates their permit. They had asked for an open air Pavilion for functions but have added windows, garage doors and air conditioning. She informed them that they could do it properly by submitting plans and getting Board approval or remove everything and return it back of an open air pavilion. She also stated that Steve Kovac, Dare County Fire Marshall, reported that it was in violation of State/County codes and that it would have to either be permitted or returned to an open air pavilion or they would be fined and not allowed to have any functions held there.

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

This the 8th day of September 2015

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk