

CAROLINA BEACH

Board of Adjustment Meeting

Monday, November 3, 2025 - 6:00 PM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



MINUTES

CALL TO ORDER

Chairman Thompson called the meeting to order at 6:00 PM.

PRESENT

Chairman Ken Thompson

Vice Chairman Wayne Rouse

Board Member Patrick Boykin

Board Member Dan Adams

Board Member Dana White

ABSENT

Board Member Wayne Hartsell

ALSO PRESENT

Community Development Director Jeremy Hardison

Senior Planner Gloria Abbotts

Planner Haley Anderson

Board Attorney Matt Nichols

APPROVAL OF MINUTES

September 15, 2025 – BOA Minutes

ACTION: Motion to approve the minutes as written

Motion made by Vice Chairman Rouse, seconded by Board Member Boykin

Voting Yea: Chairman Thompson, Vice Chairman Rouse, Board Member Boykin, Board Member Adams, Board Member White

Motion passed unanimously

PUBLIC HEARING

Consider a Variance to Article 3. Sec. 3.6 Accessory Use Standards for the Front Yard Setback for Accessory Structures Located at 606 Cape Fear Boulevard

Applicant: Amanda Michael

Applicant Amanda Michael is requesting a variance from Section 3.6 of the Unified Development Ordinance (UDO) Accessory Use Standards. The property is located at 606 Cape Fear Boulevard and is in the R-3 zoning district. The property is 10,450 square feet. The applicant is requesting a variance to the front setback for accessory structures.

Accessory structures are required to meet the front setback of the zoning district, which is 25 feet from the front property line. The applicant is seeking a variance of up to a 4.8-foot encroachment into the front setback, which would allow the proposed accessory structure to have a setback of 20.2 feet from the front property line.

The applicant would like to build an accessory structure forwardly adjacent to the existing pool. The building is proposed to be 19 feet by 25 feet. For this size to fit, the applicant is asking for a variance of 4.8 feet to the front 25-foot front setback.

Individuals planning to speak on the matter were sworn in.

Ms. Anderson presented the details. She reviewed the four required criteria the Board must consider in the decision-making process:

1. Unnecessary hardship would result from the strict application of the ordinance.
2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography.
3. The hardship did not result from actions taken by the applicant or property owner.
4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance such that public safety is secured and substantial justice is achieved.

Ms. Anderson reviewed the history of the property, noting that the home was built in 2016, portions of two lots were combined in 2017, and the existing pool was added in 2018. She clarified that the R-3 zoning district mandates a 25-foot front setback and prohibits accessory structures from locating within that setback. Ms. Anderson added that the application also contained a request for a variance to allow four plumbing fixtures instead of three, but that isn't part of this variance request because it's not a dimensional requirement.

ACTION: Motion to open the public hearing

Motion made by Vice Chairman Rouse, seconded by Board Member Boykin

Voting Yea: Chairman Thompson, Vice Chairman Rouse, Board Member Boykin, Board Member Adams, Board Member White

Motion passed unanimously

Ms. Michael explained that previous surveys had not accurately shown her home's front deck, which led to errors in initial drawings. She described the partial lot she purchased in 2017 and how existing setback requirements had forced her pool to be placed unusually far forward, limiting the usable space for additional structures. Ms. Michael stated that the proposed pool house would include storage, office space, and an entertainment area, and she emphasized the difficulty of carrying pool equipment long distances across the property. She also noted that the house is more than 50 feet from the road and the property is enclosed by a 6-foot privacy fence, which she felt would minimize the visual impact of the proposed structure.

ACTION: Motion to close the public hearing

Motion made by Vice Chairman Rouse, seconded by Board Member Boykin

Voting Yea: Chairman Thompson, Vice Chairman Rouse, Board Member Boykin, Board Member Adams, Board Member White

Motion passed unanimously

Chairman Thompson asked if there are considerations other than aesthetics or compliance, such as utilities. Ms. Anderson said there are no utility considerations but added that while other residential zoning districts have front setbacks of 20 feet, R-3 has a larger setback because of its larger lots and lower density.

Vice Chairman Rouse said the Board must be cognizant of the fact that granting one variance for accessory use standards could result in more requests coming forward.

Chairman Thompson said the Board faces the challenge of applying rules uniformly. He said they must be careful about making decisions that could establish a precedent.

Board Members went through each required finding for the variance request.

Regarding finding 1, the following disagreed: Chairman Thompson, Vice Chairman Rouse, Board Member White, Board Member Boykin, and Board Member Adams. Therefore, finding 1 failed 0-5.

Regarding finding 2, the following disagreed: Chairman Thompson, Vice Chairman Rouse, Board Member White, Board Member Boykin, and Board Member Adams. Therefore, finding 2 failed 0-5.

Regarding finding 3, the following agreed: Chairman Thompson, Vice Chairman Rouse, Board Member White, Board Member Boykin, and Board Member Adams. Therefore, finding 3 passed 5-0.

Regarding finding 4, the following disagreed: Chairman Thompson, Vice Chairman Rouse, Board Member White, Board Member Boykin, and Board Member Adams. Therefore, finding 4 failed 0-5.

ACTION: Motion to deny a variance to Section 3.6 Accessory Use Standards to allow an accessory structure to encroach up to 4.8 feet into the front setback located at 606 Cape Fear Boulevard because it did not meet the four findings of fact

Motion made by Chairman Thompson, seconded by Vice Chairman Rouse

Voting Yea: Chairman Thompson, Vice Chairman Rouse, Board Member Boykin, Board Member Adams, Board Member White

Motion passed unanimously

NON-AGENDA ITEMS

None

ADJOURNMENT

ACTION: Motion to adjourn

Motion made by Vice Chairman Rouse, seconded by Board Member Adams

Voting Yea: Chairman Thompson, Vice Chairman Rouse, Board Member Boykin, Board Member Adams,

Board Member White
Motion passed unanimously

The meeting adjourned at 6:25 PM.