

Town of North Topsail Beach Planning Board Regular Meeting

Thursday, March 07, 2024, at 6:00 PM Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460

(910) 328-1349 | www.northtopsailbeachnc.gov

Planning Board: Hanna McCloud – Chair, Susan Meyer – Vice Chair, Scott Morse, Lisa Brown, Teri Ward, Fred Fontana (Alternate), Stu Harness (Alternate) Staff: Deb Hill MPA AICP CFM CZO – Planning Director, Kate Winzler CMC, NCCMC – Clerk to the Planning Board

I. CALL TO ORDER

II. OATH OF OFFICE

A. Stu Harness

III. ADOPTION OF AGENDA

Specific Action Requested: Chair will request a motion to adopt the agenda.

IV. APPROVAL OF MINUTES

A. January 11, 2024 Minutes

Specific Action Requested: Chair will request a motion to approve the minutes.

V. ADOPTION OF ANNUAL MEETING SCHEDULE

A. 2024 Annual Meeting Schedule

Specific Action Requested: Chair will request a motion to adopt the annual meeting schedule.

VI. PUBLIC COMMENT

VII. DISCUSSION

A. APA video: Roles and Responsibilities

VIII. ADJOURNMENT

Notice to citizens who wish to speak: As a courtesy to others, a citizen speaking on an agenda item or making a petition is normally limited to three minutes. Persons who are organizing a group presentation and who wish to speak beyond the three minute limit are requested to make prior arrangements through the Planning Director by calling 910-328-1349. If you wish to address the Board

this evening, please go to the front right corner of the conference room and sign up with the Recording Secretary. The Board may also change the order in which agenda items are presented.

Attorneys: If you are representing a person with an interest in a quasi-judicial proceeding on this agenda and believe you may wish to cross examine a witness, please identify yourself as such to the Recording Secretary. For the sake of maintaining an accurate public record all speakers must be prepared to speak into an amplified microphone and must provide their name to the Recording Secretary.



PRESENT: Scott Morse, Lisa Brown, Vice Chair Susan Meyer, Fred Fontana

ABSENT: Chair Hanna McCloud, Teri Ward, Alternate Stu Harness

I. CALL TO ORDER

Vice Chair Meyer called the meeting to order at 6:00 p.m.

II. OATH OF OFFICE

Clerk Winzler administered the Oath of Office to Fred Fontana for appointment as an alternate to the Planning Board.

III. ADOPTION OF AGENDA

Ms. Brown made a motion to adopt the agenda. Mr. Morse seconded the motion. The motion passed unanimously, 4-0.

IV. APPROVAL OF MINUTES

- A. Mr. Morse made a motion to approve the minutes from November 9, 2023. Ms. Brown seconded the motion. The motion passed unanimously, 4-0.
- B. Ms. Brown made a motion to approve the minutes from the Joint Meeting with the Board of Aldermen on November 30, 2023. Mr. Fontana seconded the motion. The motion passed unanimously, 4-0.

V. PUBLIC COMMENT

None.

VI. NEW BUSINESS

A. COMMERCIAL PLAN REVIEW: SEAVIEW FISHING PIER

Planning Director Hill presented the staff report, including an additional color-coded preliminary plot plan (attached).

Mr. Fontana asked if the recommended driveway modifications require an NCDOT (North Carolina Department of Transportation) permit, and if we can require improvements within the state right-of-way if it does not belong to the business.

Planning Director Hill stated that she did not know and is awaiting a response from the NCDOT, as the permitting authority. Sometimes they do require a permit, sometimes they do not, and staff will find out.

Mr. Fontana stated the hope to have an answer before the public hearing next month

Vice Chair Meyer asked the property owner, Greg Ludlum of Seaview Fishing Pier LLC, if he had any input on the permit with the modification of the driveway.

Mr. Ludlum stated that the standing water problem is due to rain water running off of the road bridge; it is not due to the water that falls onto his property. He places gravel in the driveway area three to four times a year to combat the water problem, but he does not know the solution. He stated that previously DOT cleared under the rails of the bridge which helped a lot.

Planning Director Hill asked Weston Lyall, the professional surveyor who prepared the preliminary plot plan, if an engineered parking lot stormwater plan permitted and issued to Seaview Fishing Pier in 2015 was completed.

Mr. Lyall confirmed that it was.

Planning Director Hill asked Mr. Lyall what is causing the flooding on the property.

Mr. Lyall responded that the stormwater permit work does not affect what is happening now.

Ms. Hill asked if the rainwater flows into the installed catch water basin and not towards the road or off of the property; is it maintained on the property?

Mr. Lyall confirmed. He stated that the problem is caused by a super elevated road to the inside of the curve, so all of the water is going to the driveway low spot, because it cannot go up or down the road for about two-hundred feet both ways. The gravel placed every couple of months gets pushed into the sand as cars drive over it.

Ms. Brown made a motion to approve this item with the conditions Deb has outlined in her report. We just send it to the Board of Aldermen. Motion failed for lack of a second.

Ms. Brown revised the motion that the Planning Board recommends to the Board of Aldermen to conduct a public hearing on February 7, 2024, at 11:00 a.m. to review and approve the development plan as indicated in the attachments 1-7 with the condition that there's coordination as stated by the Planning Director there's coordination with the DOT and the applicant and staff given the conditions in her report. Mr. Fontana seconded the motion. The motion passed unanimously, 4-0.

VII. ADJOURNMENT

Mr. Fontana made a motion to adjourn. Ms. Brown seconded the motion. The motion passed unanimously, 4-0.

The Planning Board meeting adjourned at 6:18 p.m.

Approved this 8th day of February 2024.

Certified this 8th day of February 2024.

Hanna McCloud, Chair

Kate Winzler, Clerk to the Planning Board



Section IV, ItemA.



Joann M. McDermon, Mayor Mike Benson, Mayor Pro Tem

Aldermen: Richard Grant Tom Leonard Laura Olszewski Connie Pletl FOUNDED IN 1990 Nature's Tranquil Beauty NORTH CAROLINA

Alice Derian, ICMA-CM Town Manager

> Nancy Avery Interim Town Clerk

2024 TOWN OF NORTH TOPSAIL BEACH PLANNING BOARD REGULAR MEETING SCHEDULE

All meetings to be held in the meeting room at Town Hall, located at 2008 Loggerhead Court in North Topsail Beach at 6:00 p.m. or soon thereafter. Planning Board meetings are on the first Thursday of the month.

- March 7th
- April 4th
- May 2nd
- June 6th
- July 4th Holiday
- August 1st
- September 5th
- October 3rd
- November 7th
- December 5th