

FINAL



Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

info@southernshores-nc.gov

www.southernshores-nc.gov

Planning Board Meeting

(Special Meeting)

March 5, 2018

5:30 p.m., Pitts Center

MEETING MINUTES

I. CALL TO ORDER:

Chairperson Sam Williams called the Special Meeting to order at 5:30 pm. Planning Board Members Joe McGraw, David Neal, Sam Williams, alternate member Glenn Wyder, and Town Planner Wes Haskett were present.

II. PLEDGE OF ALLEGIANCE:

Chairperson Sam Williams led the Pledge of Allegiance.

III. APPROVAL OF AGENDA:

Joe McGraw motioned to approve the agenda. Glenn Wyder seconded the motion. The motion passed unanimously (4-0).

IV. APPROVAL OF MINUTES:

Chairperson Williams stated that the paragraph with bullets on page 2 of the December 18, 2018 should be deleted. Joe McGraw motioned to approve the minutes from the December 18, 2017 Planning Board meeting as amended. Glenn Wyder seconded the motion. The motion passed unanimously.

David Neal motioned to approve the minutes from the January 16, 2018 Planning Board meeting. Glenn Wyder seconded the motion. The motion passed unanimously.

V. PUBLIC COMMENT:

None.

VI. OLD BUSINESS:

A. Continue Discussion of Potential Commercial Design Standards

Chairperson Williams stated that one of the complex issues identified in Module One of the Town Code Update Project was commercial design standards. In January, the Board tabled consideration of commercial design standards until the Board had time to review copies of the commercial design standards from other local jurisdictions. 60% of the respondents to the Town Code Update Project survey question regarding commercial design standards indicated that they agreed or strongly agreed that the Town should have commercial design standards. Currently, the Town has no commercial design standards and the Towns of Duck, Kill Devil Hills, and Nags Head do have commercial design standards.

Wes Haskett stated that there are currently four vacant commercial lots in the Town but the Board also has to consider that there are several large commercial lots that could be redeveloped.

The Board agreed that the suggested commercial design standards in Module One were basic and seemed more fitting for urban jurisdictions and that if the Town were to adopt commercial design standards, the public should have an opportunity to participate in the discussions. Chairperson Williams motioned to recommend to the Town Council that the commercial design standards in Module One be deleted and that commercial design standards should be developed by a Town of Southern Shores Task Force appointed by the Town Council. David Neal seconded the motion. The motion passed unanimously.

B. Continue discussion of the Module One Notes in Module One of the Town Code Update Project

Chairperson Williams summarized the timeline of the Board's review of Module One and noted that the Board was hoping to conclude its review no later than June 30, 2018 which seems unattainable at this point. Since the Board still wants to meet the desired deadline, they discussed options they might undertake. Options included (1) extending future meetings past 7:30 p.m. and (2) holding one or two Special Meetings from 1:00 p.m. to 5:00 p.m. The Board agreed to hold one or two Special Meetings from 1:00 p.m. to 5:00 p.m.

VII. NEW BUSINESS:

None.

VIII. PUBLIC COMMENT:

None.

IX. PLANNING BOARD MEMBER COMMENTS:

None

X. ANNOUNCEMENTS:

Chairperson Williams stated that the next meeting will be held on March 19, 2018 to consider VA-18-01, VA-18-02, and to continue consideration of ZTA-18-01.

XI. ADJOURNMENT:

Glenn Wyder motioned to adjourn. David Neal seconded the motion. The motioned passed unanimously and the meeting adjourned at 6:40 p.m.

ATTEST:

RESPECTFULLY SUBMITTED:



Sam Williams, Chairperson



Wes Haskett, Town Planner