

Town of Pine Knoll Shores
Planning Board Meeting Minutes
December 19, 2017
5 PM

Chairman Paul Payne called the December 19, 2017 Planning Board Meeting to order at 5:00 p.m. and led the Pledge of Allegiance. Present for the meeting were Planning Board members, Kathy Werle, Bob Holman, Ike Pipkin, Bud Daniels, Michelle Powers, and non-voting member Marsh Cobin. Commissioner Ted Goetzinger, Town Clerk Sarah Williams; Building Inspector Jim Taylor; Town Planner Kevin Reed; and Town Manager Brian Kramer were also in attendance. Members George Green, Doug Browne, and non-voting member Bruce Beasley were absent. There were 10 members of the public.

Approval of Agenda

The motion to approve the agenda, with amendments, passed unanimously on a motion by Member Powers with a second by Member Werle. The amendment was to add "CAC report" to Unfinished Business.

Approval of Minutes

The minutes of the November 28, 2017 meeting were approved unanimously, with the correction of "24 Oakleaf" on page 4 to "224 Oakleaf".

Public Comment

John Mandeville, 105 Live Oak Ct, spoke to the Board about some things he viewed as issues with the site plan for the proposed Maritime Woods subdivision.

New Business

112 Willow

Inspector Taylor took the oath to testify and present information about the property.

Chairman Payne asked if any members of the Planning Board had any disclosures or conflicts of interest. They did not.

The board voted unanimously to go into a public hearing on a motion by Member Daniels with a second by Member Holman.

Building Inspector Taylor summarized the project request for the proposed lot. The total built upon area would be a total impervious area of 25%. The stormwater management system would utilize a dripline to capture stormwater using gutters and downspouts feeding into a 6 inch pipe leading to a collection swale, and the pre and post density tree requirements met the conditions set forth by the Town. The CAC did elect to preserve three trees, as a result the tree legend will need to be recalculated.

He reviewed the site plans and addressed the criteria necessary for granting the permit.

He stated that there is a certified engineered stormwater plan utilizing gutter and downspouts leading to a pipe and collection swale that shows there will be no adverse drainage to adjacent properties or the street.

He stated that the vegetation will not be unduly destroyed. The CAC had visited the lot on December 13 and approved vegetation and removal, but chose to preserve trees #69, #70, and #71 on their (Planning Boards) tree legends.

He stated that erosion would be unlikely to occur at the site.

He stated that the vistas from other properties would not be unduly blocked.

He stated that the height of the proposed dwelling would be compatible with the neighborhood.

He stated that the plans, as presented, were in compliance with the R2 zoning district and they met the permitted uses.

Member Holman asked if the driveway was going to be pervious, Inspector Taylor answered that it would be.

Chairman Payne asked if the Board had any more questions, they did not.

Chairman Payne asked if anyone in favor of the project would like to speak, they did not. Chairman Payne asked if anyone was against the application, they were not. There were no more questions or testimony.

The Board came out of the public hearing unanimously on a motion by Member Pipkin with a second by Member Holman. Chairman Payne asked if there were any objections on voting on all 6 criteria at one time. There were none. Chairman Payne asked for a motion to approve the major landscape permit for 112 Willow. The vote passed unanimously on a motion by Member Werle with a second by Member Pipkin.

Sketch Design Plan for Proposed Maritime Woods Subdivision

Planner Reed reviewed the sketch design plan with the Planning Board and explained what was required to be on a sketch plan and the requirements for an R2 zoned parcel. All of the proposed lots met the minimum lot size, setback rules, the streets leading from the subdivision met the requirements for alignment to existing streets, and the residential streets met the design requirements for residential streets. There was a 35 foot buffer along Hwy 58 and Pine Knoll Boulevard, Planner Reed explained that there would be some disturbance to the buffer for the two access streets onto Pine Knoll Boulevard. He pointed out that the 5 foot sidewalk that had been included in the sketch plan did not meet the 5 foot distance separation from the pavement as required in 66-4. Typically, this type of detail is not shown in a sketch plan. Since it was on the plan, Planner Reed felt that he should acknowledge it. Planner Reed informed the Board that

they were looking for general compliance and to advise the subdivider to proceed with the development of the preliminary plat which would be followed by the final plat.

There was discussion about sidewalks and roadways. Member Cobin asked what the "common area" on the plat was. Worth Baker (developer) answered that it was a wooded area where a lot was not needed and would be deeded to the HOA. Member Holman said that being able to see the topography of the parcel was important. Mr. Baker answered that the topography was not needed for the sketch-design plan, but that it would be in future submissions. Ron Cullipher, with Stroud Engineering, answered that they were planning to use some pervious pavement and natural drainage systems. Member Powers said she was interested in seeing the design around the dune. There was some discussion about what was required on a preliminary sketch. Planner Reed answered that the Board was to look for general compliance of the sketch and to let the developer know what to be aware of and have an informal conversation with the developer about the project and what the Planning Board would like to see.

The motion to approve the preliminary sketch plan as presented passed unanimously on a motion by Member Daniels with a second by Member Pipkin.

Reports

Planning

Planner Reed informed the board that the Board of Commissioners passed the tree ordinance with some changes. They used an industry standard to define what a 25 gallon tree was and they dropped some language that did not need to be in the ordinance.

Inspections

Building Inspector Taylor informed the Board that for the month of November a total of 47 permits had been issued resulting in \$5,490.00 in permitting fees, and that he had performed 101 inspections for the month. He informed the Board that he was anticipating 4 major landscape permits for the January meeting.

Board of Commissioners

There was nothing to report.

Unfinished Business

CAC Site Visit

Member Holman went with the CAC on their site visits. He suggested that Planning Board members take turns attending CAC meetings. He said that the CAC had agreed to have their members attend the Planning Board meetings. He also reported that the CAC and staff will go back and look at a tree two years after it's been planted to make sure it is healthy and alive.

Adjournment

The Planning Board adjourned at 5:40 PM on a motion by Member Holman with a second by Member Daniels that passed unanimously.

Note: Planning Board members, Bud Daniels, Ike Pipkin, Kathy Werle, Paul Payne, Michelle Powers, Bob Holman and Marsh Cobin, along with Building Inspector Jim Taylor met at 112 Willow and reviewed the plans starting at 4 p.m. prior to their Planning Board meeting. (A special meeting notice was sent to the Sunshine List informing them that the meeting would be taking place.)

Sarah G. Williams

Sarah G. Williams, Town Clerk

