



**TOWN OF CALABASH
PLANNING AND ZONING BOARD
REGULAR MEETING
Monday, November 1, 2010
6:00 pm-SANBORN HALL**

AGENDA

CALL TO ORDER & PLEDGE TO FLAG:

OATH OF OFFICE: Mr. Joshua Truesdale has been appointed to the Calabash Planning & Zoning Board as an in-town representative. He will be filling an unexpired 3-year term that ends on October 13, 2011.

APPROVAL/ADJUSTMENT OF AGENDA:

APPROVAL OF MINUTES:

1. October 4, 2010—Regular Meeting

PUBLIC COMMENTS:

TOWN CLERK'S REPORT:

OLD BUSINESS:

1. **Discussion/Action**-make a recommendation to the Board of Commissioners regarding the major subdivision request (preliminary plat) for Riverwalk at Calabash—Tax Parcel # 2550000305, 1360 Beach Drive; a 1.60 acre track into 6 lots. (originally reviewed on October 4, 2010)
2. **Discussion/Action**-review Section 18-5(15) of the UDO as it pertains to animated signs being prohibited. Prepare revisions to Article 18 to remove animated signs from prohibited and add regulations that permit animated signs and consider amending the definition of animated signs included in Article 2—make a recommendation to the Board of Commissioners. (tabled on October 4, 2010)

NEW BUSINESS:

1. **Discussion/Action**-make a recommendation to the Board of Commissioners regarding a proposed amendment to the penalty section of the UDO [§1-10 add subsection (C)].

BOARD COMMENTS:

ADJOURN:

**TOWN OF CALABASH
PLANNING AND ZONING BOARD
REGULAR MEETING
Monday November 1, 2010**

MINUTES

The Calabash Planning and Zoning Board (PZB) held a Regular Monthly Meeting on Monday, November 1, 2010, 6:00 p.m. at Town Hall, 882 Persimmon Road, Calabash, NC.

MEMBERS PRESENT: Vice-Chairperson Marty Keefe, Mr. John Thomas, Mr. Alton Watts, and Mr. Kenneth Drennan. Newly appointed member, Mr. Joshua Truesdale, was also present.

MEMBERS ABSENT: Chairman J.W. Brown.

STAFF PRESENT: Interim Town Administrator/Town Clerk Kelley Southward and Building Inspector Stanley W. Dills.

GUESTS PRESENT: Ms. Emily DiStasio, Mr. Chris Stanley, and Mr. Craig Autry.

CALL TO ORDER/PLEDGE TO THE FLAG: Vice-Chairperson Keefe called the meeting to order at 6:00 p.m. and led everyone in the Pledge of Allegiance to the Flag.

OATH OF OFFICE: Town Clerk Kelley Southward administered the Oath of Office to Mr. Truesdale. Mr. Truesdale took his seat at the dais with the rest of the PZB.

APPROVAL/ADJUSTMENT OF AGENDA: *Mr. Watts motioned to approve the agenda as written, seconded by Mr. Truesdale and unanimously carried.*

APPROVAL OF MINUTES: *Mr. Drennan motioned to approve the October 4, 2010 minutes, seconded by Mr. Thomas and unanimously carried.*

PUBLIC COMMENTS: None forthcoming.

TOWN CLERK'S REPORT: A copy of the Clerk's report is attached to these minutes.

OLD BUSINESS:

1. **Discussion/Action-**make a recommendation to the Board of Commissioners regarding the major subdivision request (preliminary plat) for Riverwalk at Calabash-Tax Parcel #2550000305, 1360 Beach Drive; a 1.60 acre track into 6 lots.

Following an introduction by Mr. Keefe, Mr. Stanley stated that the right of way entrance had been increased to fifty feet. Mr. Dills stated that he had toured the property with CAMA representative Ms. Debi Wilson. They observed that the normal high water line may not be correct as represented on the original map. Ms. Wilson mentioned to the owner that she will reevaluate the high water line and that the line can be transposed to another map at a later time. In response to a question posed by Mr. Keefe, Mr. Dills stated that the observation made regarding the high water line was a staff related issue and not for the Army Corps and was not a major issue that would hold up the PZB from

making a recommendation to the Board of Commissioners.

Mr. Drennan mentioned that new developments are required to have sidewalks as noted in the Land Use Plan (LUP) and that this development did not have sidewalks. Mr. Dills stated that this was a valid point and that in general new developments were to tie into the Town's sidewalk plan. Sidewalks end after the downtown district and that once past the bridge there is nothing to tie into. Mr. Drennan stated that it seemed that the language in the LUP required sidewalks for new developments and that this was a part of the vision of the LUP. Mr. Dills noted that the bridge is not pedestrian friendly and that the sidewalks would have no destination. Mr. Drennan noted that as the vision of the LUP included sidewalks precedent would be set if the sidewalk requirement was waived. Mr. Dills stated that the PZB could require sidewalks and set the parameters. Mr. Stanley noted that sidewalks would never be connected completely and be bike and walk friendly as some areas have no ability to be connected. Mr. Dills stated that if there was a sidewalk up to the bridge and NC Department of Transportation did something with the bridge it would be seen that the Town wanted sidewalks to continue up to the downtown area.

There was a lengthy discussion, during which the Board members expressed their opinions regarding sidewalks in the development. Mr. Austry stated that he would include sidewalks in order to receive approval from the PZB so they can move forward. Mr. Austry stated that five foot sidewalks would be added within the hammerhead street.

Mr. Drennan motioned that the preliminary plat be amended by the developer and the engineer to incorporate five foot sidewalks as required by the LUP and the PZB recommend conditional approval of the preliminary plat to the Board of Commissioners. Mr. Truesdale seconded the motion which passed unanimously.

2. **Discussion/Action**-review Section 18-5(15) of the UDO as it pertains to animated signs being prohibited. Prepare revisions to Article 18 to remove animated signs from prohibited and add regulations that permit animated signs and consider amending the definition of animated signs included in Article 2-make a recommendation to the Board of Commissioners .

Ms. Southward stated that the Board of Commissioners was seeking options and one option could be to allow business owners to have a portion of their signage to be animated with parameters that had to be followed. She stated that the Town attorney had opined that the Town can do just that. Their packets included copies of sign ordinances from other towns, none of which permitted animated signage. Mr. Drennan referenced the LUP's vision of the town as a quaint fishing village. He stated that he liked the idea of such signage and that changing the existing sign ordinance had to be based on specific goals and objectives. He said that if the Town was moving toward animation that it made sense to establish goals and objectives to be accomplished.

Mr. Drennan proposed the following goals and asked for input from his fellow board members:

1. Promote merchant and non-merchant marketing and allow animated signs requiring the business owner not to add signs and more clutter but to promote de-cluttering of existing signs and have a one for one reduction replacement.
2. Develop restrictions on approval conditions based on the type of business, i.e. stand alone versus strip mall environment.

3. Owners of businesses in a strip mall environment would be required to work in a cooperative animation proposal for the entire area to aid in de-cluttering.

Mr. Drennan stated that there are also degrees of animated signs and that he did not think sufficient research had been conducted to develop options for the Board of Commissioners.

Board members discussed the definition of animated signs and types of animated signs that were personally acceptable and unacceptable, parameters governing the number of signs, standards for signs in parks, government buildings, and areas outside the business district. Mr. Drennan opined that it could take up to a year to develop a cohesive set of goals and objectives to accomplish. He thought there should be agreement between the PZB and the Board of Commissioners as to what to accomplish. Mr. Keefe stated that he did not think that the Board of Commissioners (BOC) had provided sufficient feedback on which to act. Ms. Southward asked Board members if they wanted to set a joint workshop with the Board of Commissioners.

Discussion continued regarding setting a workshop. Mr. Drennan suggested the PZB continue to work on developing avenues and then take those avenues to the BOC. Mr. Keefe stated that he thought the BOC knows what it wants. *Mr. Watts motioned to set a workshop on Monday, November 15, 2010, 6:00 pm for PZB members only. Mr. Truesdale seconded the motion which passed unanimously.*

NEW BUSINESS:

1. **Discussion/Action**-make a recommendation to the Board of Commissioners regarding a proposed amendment to the penalty section of the UDO [§1-10 add subsection (C)].

Ms. Southward stated that the penalty would be applicable to any UDO violation. *Following discussion, Mr. Watts motioned to recommend to the BOC the addition of subsection C to 1-10; fees. Mr. Thomas seconded the motion which carried unanimously.*

BOARD COMMENTS: Mr. Drennan inquired as to which members would be available for the November 15th workshop; Mr. Truesdale would not be in town that day but everyone else said they would be able to attend.

ADJOURN: *Mr. Watts motioned to adjourn the meeting, seconded by Mr. Thomas and carried unanimously.*

(SEAL)

PZB Chairman or Vice Chairman

Attest:

Town Clerk