



**TOWN OF CALABASH
PLANNING AND ZONING BOARD
REGULAR MEETING
Monday, January 3, 2011
6:00 pm-SANBORN HALL**

AGENDA

CALL TO ORDER & PLEDGE TO FLAG:

OATHS OF OFFICE: Reappointments of Mr. J.W Brown, Mr. Martin Keefe, and Mr. Alton Watts; all 3-year terms.

APPROVAL/ADJUSTMENT OF AGENDA:

APPROVAL OF MINUTES:

1. December 6, 2010-Regular Meeting

PUBLIC COMMENTS:

TOWN CLERK'S REPORT:

OLD BUSINESS:

1. **Discussion/Action**-review Section 18-5(15) of the UDO as it pertains to animated signs being prohibited. Prepare suggestions for revisions to Article 18 regarding animated signs, which might include adjustments to the definition of animated signs included in Article 2—make a recommendation to the Board of Commissioners. (tabled item).

NEW BUSINESS:

1. **Discussion/Action**-make a recommendation to the Board of Commissioners regarding a letter of interest from a citizen who would like to serve as a member of the Planning & Zoning Board.

BOARD COMMENTS:

ADJOURN:

**TOWN OF CALABASH
PLANNING AND ZONING BOARD
REGULAR MEETING
Monday, January 4, 2011 – 6:00 p.m.**

MINUTES

The Calabash Planning and Zoning Board (PZB) held a Regular Meeting on Monday, January 4, 2011, 6:00 p.m. at Town Hall, 882 Persimmon Road, Calabash, NC.

MEMBERS PRESENT: Vice-Chairperson Marty Keefe, Mr. John Thomas, Mr. Josh Truesdale and Mr. Alton Watts.

MEMBERS ABSENT: Chairperson J.W. Brown and Mr. Ken Drennan.

STAFF PRESENT: Interim Town Administrator/Town Clerk Kelley Southward.

GUESTS PRESENT: Commissioner Knight, Ms. Emily DiStasio and several other individuals.

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

OATH OF OFFICE: Ms. Southward administered Oaths of Office to Mr. Keefe and Mr. Watts.

APPROVAL/ADJUSTMENT OF AGENDA: *Mr. Watts motioned to approve the agenda as stated, seconded by Mr. Truesdale and unanimously carried. Mr. Thomas motioned to approve the December 6, 2010 minutes as written, seconded by Mr. Truesdale and unanimously carried.*

PUBLIC COMMENTS: None forthcoming.

TOWN CLERK'S REPORT: A copy of Ms. Southward's report is attached to these minutes. Ms. Southward briefly updated the Board on activities related to the Community Park, an amendment to the UDO concerning penalties and the Town Center Apartments.

OLD BUSINESS:

1. **Discussion/Action-**review Section 18-5(15) of the UDO as it pertains to animated signs being prohibited. Prepare suggestions for revisions to Article 18 regarding animated signs, which might include adjustments to the definition of animated signs included in Article 2-make a recommendation to the Board of Commissioners.

Mr. Keefe began the discussion asking if any information had been obtained from other municipalities. Mr. Thomas stated that he could not find very much information regarding animated sign ordinances that permitted animation. Mr. Truesdale had information from a company that makes various types of lighted animated type signs and information about how Hilton Head, SC handles signage.

After Mr. Keefe noted that they needed to define animated signs and to list types of animated signs, discussion continued in that vein. Commissioner Knight suggested they contact the Department of Transportation to request their standards and rules regarding animation.

Mr. Keefe noted that there are standard signs (for example stationary lettering), lighted signs (with illumination, no floodlights), neon/window signs (external) and, flashing (such as neon). Mr. Keefe asked Ms. Southward about checking with the DOT to gather information.

Mr. Keefe moved the discussion to options. The following options were delineated: (1) do not permit any animated signs; (2) allow static/standard lighted signs that are neon, backlit and incandescent bulbs lit by any other means and; (3) allow moving, chasing and flashing animated signs whether neon, incandescent or whatever. Mr. Watts stated that only static type signs, no flashing or movement of any kind, should be permitted on the principle business sign. Mr. Keefe opined that should a business apply to change its signage, including a change that would include adding animation, all signs would have to be brought into compliance.

Discussion continued with Mr. Keefe suggesting that Board members research each option and try to find ordinances that allow such signage. Mr. Keefe noted that he would work to write down underlying reasons for Option 1 and Mr. Thomas and Mr. Truesdale will work on writing underlying reasons for Options 2 and 3.

Mr. Watts motioned to table the topic and continue the discussion at the next meeting, seconded by Mr. Truesdale and unanimously carried.

NEW BUSINESS:

1. **Discussion/Action**-make recommendation to the Board of Commissioners regarding a letter of interest from a citizen who would like to serve as a member of the Planning and Zoning Board.

Following a brief discussion, *Mr. Watts motioned to recommend to the Board of Commissioners the appointment of Ms. Emily DiStasio to the Planning and Zoning Board, seconded by Mr. Truesdale and unanimously carried.*

BOARD COMMENTS: None forthcoming.

ADJOURN: Mr. Thomas motioned to adjourn at 6:41 p.m., seconded by Mr. Watts and unanimously carried.

(SEAL)

PZB Chairman or Vice-Chairman

Attest:

Town Clerk