



**The Town of Pine Knoll Shores
Planning Board Monthly Meeting
February 27, 2018 5 P.M.
Agenda**

I. Call to Order and Pledge of Allegiance **Chairman Payne**

II. Approval of the Agenda

III. Approval of Meeting Minutes **Chairman Payne**
a. January 23, 2018

IV. Public Comment

**(Citizens are allowed to voice Town-related concerns and opinions during this time. Before speaking, each participant must sign in on the speaker roster list, located at the Clerk's Desk. Speakers will be heard on a first-come, first-served basis. Each speaker will be given up to three (3) minutes.)*

V. New Business

- a. 419 Maritime Place
- b. 250 Oakleaf

**Inspector Taylor
Inspector Taylor**

VI. Reports

- a. Planning
- b. Inspections
- c. Board of Commissioners

**Planner Reed
Inspector Taylor
Commissioner Edwards**

VII. Unfinished Business

VIII. Announcements and Planning Board Members' Forum

IX. Adjournment

Chairman Payne

Our vision is to provide a quality environment in which our citizens are safe and secure, where individual talents flourish, and everyone enjoys the natural resources of our area.

It is the mission of the Town of Pine Knoll Shores to provide concerted and friendly means of promoting health, safety and social well-being; develop and implement plans for the continuous improvement of the town; and encourage the participation of residents in service to the Town and community.

-Pine Knoll Shores Board of Commissioners

**Town of Pine Knoll Shores
Planning Board Meeting Minutes
January 23, 2018
5 PM**

Chairman Paul Payne called the January 23, 2018 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, Doug Browne, George Greene, Ike Pipkin, Bud Daniels, Michelle Powers, and non-voting member Marsh Cobin. Town Clerk Sarah Williams and Building Inspector Jim Taylor were also in attendance. Non-voting member Bruce Beasley was absent.

Approval of Agenda

The motion to approve the agenda passed unanimously on a motion by Member Werle with a second by Member Daniels.

Approval of Minutes

The minutes of the December 29, 2017 meeting were approved unanimously on a motion by Member Powers with a second by Member Holman.

Public Comment

There was no public comment.

New Business

Inspector Taylor, Kevin Furtner (103 E. Olive Ct), Danny Varner (205 Chestnut Ct) and Bill Brown (107 Ocean Shore Ln) took the oath to testify and present information about the properties.

105 Chestnut Ct.

Inspector Taylor informed the Board that there would need to be 2 separate steps; one to approve the grade another to approve the major landscape permit.

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

Elevation Changes

Inspector Taylor explained the proposed grade changes with the Board and reviewed the side profile drawings. The difference was about 3 feet between the natural grade and the approved grade. Member Browne asked what the rationale was for bringing in fill to the lot. Mr. Varner answered that there were low spots on the site with a berm and that the earth graded out was about 2-3 feet.

Member Browne asked Inspector Taylor if the extra height for the new building fit in with the neighborhood. Inspector Taylor answered that if the grading was approved, the building height would be in compliance and would match the neighborhood. Mr. Varner added that the home would be lower than the surrounding homes.

Chairman Payne asked for a motion to approve the grading. It was approved unanimously on a motion by Member Holman with a second by Member Pipkin.

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

Building Inspector Taylor summarized the project request for the proposed lot. The total built upon area would be a total impervious area of 21.37%. The stormwater management system would utilize sheet flow to the infiltration basins located on the north and south sides of the driveway. The tree density calculations, both pre and post, met the ordinance provisions and the home was measured at 35 feet from the approved grade.

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 sheet flow to two infiltration devices that states 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 January 17 and approved the land disturbance and vegetation removal.

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

He stated that the proposed grade average elevation from the established horizontal plane would not unduly block vistas from other properties.

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.

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 Holman with a second by Member Greene. 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 105 Chestnut Ct. The vote passed unanimously on a motion by Member Werle with a second by Member Holman.

103 E. Olive Ct.

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

Building Inspector Taylor summarized the project request for the proposed lot. The total built upon area would be a total impervious area of 26%. The stormwater management system would utilize gutter and downspouts leading to pipes at the rear of the building and adjacent to the driveway. The tree density calculations, both pre and post, met the ordinance provisions and the home was measured at 29.6 feet for the proposed building height.

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 piped directly to a collection system. The driveway will have a French drain leading to the stormwater retention area and the plan states that 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 January 17 and approved the land disturbance and tree removal.

He stated that by implementing the stormwater controls, erosion would be unlikely to occur at the site.

He stated that the proposed building height of 29.6 feet measured vertically from the established horizontal plane would not unduly block vistas from other properties.

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 Browne said that the plans did not show a grading plane and he asked if the grading area would be outside of the foundation. Mr. Furtner answered that it was just for the setting of the house.

Member Cobin asked about the expiration date for the septic permit and Mr. Furtner answered that it would be extended and was not an issue.

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 Holman with a second by Member Pipkin. Chairman Payne asked if there were any objections on voting on all 6 criteria at one time. There were none. Member Werle made a motion to vote on all 6 criteria with a second by Member Powers that passed unanimously. Chairman Payne asked for a motion to approve the major landscape permit for 103 E. Olive Ct. The vote passed unanimously on a motion by Member Holman with a second by Member Daniels.

107 Ocean Shore Ln.

Inspector Taylor informed the Board that there would need to be 2 separate steps; one to approve the grade another to approve the major landscape permit.

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

Elevation Changes

Inspector Taylor explained the proposed grade changes with the Board. The proposal was to bring in 2 feet of fill and place it directly under the foundation of the building

Chairman Payne asked for a motion to approve the grading. It was approved unanimously on a motion by Member Holman with a second by Member Pipkin.

The board voted unanimously to go into a public hearing on a motion by Member Werle 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 21.64%. Plans for a low density state stormwater plan had been submitted to the state. The stormwater management system would utilize rain tanks for stormwater collection. Since there were no 6 inch trees on the site, the applicant was required to plant eight (8) 25 gallon trees to meet the post-density requirements.

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

He stated that there is a certified engineered stormwater plan from Stroud Engineering utilizing gutter and downspouts stating 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 January 17 and approved the land disturbing activity.

He stated that by implementing recommendations from the stormwater plan, erosion would be unlikely to occur at the site.

He stated that the proposed grade average elevation of 14.5 feet above sea level with a 35 foot building height would not unduly block vistas from other properties.

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

He stated that the plans as presented appeared to be in compliance with the MF2 zoning district and the met the permitted uses.

Member Powers asked Inspector Taylor if the impervious calculations included the swimming pool. Inspector Taylor answered that the footprint of the home, the concrete drive, covered deck, concrete pool patio, and the pools surface were all included in impervious surface calculations. The Town ordinance does recognize the swimming pool inside the pool as impervious.

Member Holman asked about the infiltration mechanism under the driveway and if the driveway would have to be cut to get to it. Inspector Taylor answered that if it failed, the concrete would need to be cut away.

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 Holman with a second by Member Werle. 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 107 Ocean Shore Ln. The vote passed unanimously on a motion by Member Powers with a second by Member Daniels.

Reports

Planning

Clerk Williams reported for Planner Reed that the application for the monopole tower at the Country Club of the Crystal Coast had been turned in, but was incomplete. He expected that the request would be submitted to the Planning Board at a later date. The dock ordinance had been approved by the Board of Commissioners at their January meeting, and the Maritime Forest Subdivision had not submitted a preliminary plat and that it must be submitted by February 5 in order for the Planning Board to review it at their February meeting.

Inspections

Building Inspector Taylor informed the Board that for the month of December a total of 36 permits had been issued resulting in \$5,917.00 in permitting fees, and that he had performed 66 inspections for the month. He informed the Board for their February agenda, they may have up to 3 major landscape permits.

Member Holman asked for an update on creating language for the maintenance of stormwater devices. Inspector Taylor answered that he and Planner Reed had discussed it and were working on it.

Board of Commissioners

There was nothing to report.

Announcements and Planning Board Members' Forum

Member Werle asked if there was an update on creating some type of award that Mr. Cox suggested to their Board, and then to the CAC. The Planning members decided it was best to keep that in the CAC's purview and let them decide whether an award was needed.

Members Greene, Powers, and Holman offered to be on a subcommittee with Planner Reed to look at age-friendly standards and building code in Pine Knoll Shores.

Adjournment

The Planning Board adjourned at 6:13 PM on a motion by Member Greene with a second by Member Daniels that passed unanimously.

Sarah G. Williams, Town Clerk