

**FINAL**



## **Town of Southern Shores**

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**Planning Board Meeting**

**(Special Meeting)**

**May 7, 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, Elizabeth Morey, David Neal, Sam Williams, ETJ Representative John Finelli, and Town Planner Wes Haskett were present.

**II. APPROVAL OF AGENDA:**

Joe McGraw motioned to approve the agenda. Elizabeth Morey seconded the motion. The motion passed unanimously (5-0).

**III. PUBLIC COMMENT:**

None.

**IV. OLD BUSINESS:**

A. Continue Discussion of the Module One Notes in Module One of the Town Code Update Project

Chairperson Williams led the discussion beginning on page 26-1. The Board commented on footnotes that CodeWright had marked for continued discussion and guidance and concluded its review of Module One.

**V. NEW BUSINESS:**

None.

**VI. PUBLIC COMMENT:**

Leo Holland thanked the Board for their time and effort on the project.

Jim Conners also thanked the Board for their time and effort on the project.

**VII. PLANNING BOARD MEMBER COMMENTS:**

Elizabeth Morey stated that the process of updating the Town Code has been flawed and tedious. It was difficult to review on your own. The way that CodeWright presented it to the Board was flawed. She refuses to participate again if it is done the same way again.

David Neal stated that it was difficult for a volunteer to absorb the information. He tried to digest it as the Board went through it.

All Board members felt that reviewing a "strike out/underline" version would be easier to review. Additions/deletions to the current code would be easier to identify by not only the Board but also the public and Town Council.

Chairperson Williams updated the Board on recent actions taken by the Town Council. ZTA-18-01 which addressed shared parking was approved by Town Council. ZTA-18-05 for Nu-Quality ice cream requesting the Town Code be changed to permit a drive-thru facility resulted in a 3-1 vote. Since a super majority is required to approve a ZTA and the proposed ZTA did not receive enough votes to pass, a second reading is required. The no vote was not on the content of the ZTA, but the process the Board used. The Council member who voted no said that it was not the Planning Board's role to suggest or recommend new language in a ZTA. However, at the beginning of the meeting, the Town Attorney confirmed that it is one of the Board's roles.

**VIII. ANNOUNCEMENTS:**

Chairperson Williams stated that the next meeting will be held on May 21, 2018 to consider two ZTA's that address the development of 50 ft. wide lots and additional regulation of small cell wireless facilities, and one variance application seeking relief on side yard setback requirements.

**IX. ADJOURNMENT:**

Joe McGraw motioned to adjourn. Elizabeth Morey seconded the motion. The motioned passed unanimously and the meeting adjourned at 7:00 p.m.

ATTEST:

RESPECTFULLY SUBMITTED:

  
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Sam Williams, Chairperson

  
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Wes Haskett, Town Planner