



# Town of Southern Shores

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[www.southernshores-nc.gov](http://www.southernshores-nc.gov)

Council Meeting  
August 2, 2011  
7:00 p.m. - Pitts Center

The Southern Shores Town Council met on August 2, 2011 in the Pitts Center.

The following Council Members were present: Mayor Hal Denny, Mayor pro tem Jodi Hess, Council Members Jim Pfizenmayer, Kevin Stroud and George Kowalski.

Also present were: Town Manager Peter Rascoe, Town Attorney Ben Gallop and Town Clerk Carrie Gordin.

Mayor Denny called the meeting to order at 7:00 p.m. led the Pledge of Allegiance. He held a moment of silence for longtime resident Al Stein and for all our men and women in uniform serving around the world.

## APPROVAL OF AGENDA

Mayor pro tem Hess moved to approve the agenda as presented. Council Member Kowalski seconded. The motion passed with Mayor Denny, Mayor pro tem Hess and Council Members Pfizenmayer, Stroud and Kowalski voting aye.

## EMPLOYEE RECOGNITION

### Pat Forrester, Permit Officer-Ten Years of Service

Mayor Denny presented Mrs. Forrester with a Certificate of Appreciation, a ten-year plaque and Town pin.

## APPROVAL OF MINUTES-July 5, 2011

Mayor Denny addressed corrections to the July 5, 2011. On page 1, remove the word "of" on line 32, Unit of Commendation, and on page 5 line 40 to include the words "Upon returning to open session and" before the existing words "hearing no other regular business Council Member Kowalski moved to adjourn at 8:40 p.m." He moved to approve the July 5, 2011 minutes as corrected. Mayor pro tem Hess seconded. The motion passed with Mayor Denny, Mayor pro tem Hess and Council Members Pfizenmayer, Stroud and Kowalski voting aye.

## CONSENT AGENDA

### North Carolina Department of Transportation Bridge Inspection Agreement

Mayor Denny moved to approve the NCDOT Bridge Inspection Agreement as presented. Mayor pro tem Hess seconded. The motion passed with Mayor Denny, Mayor pro tem Hess and Council Members Pfizenmayer, Stroud and Kowalski voting aye.

## **STAFF REPORTS**

### **Town Planner**

Wes Haskett, Planner, presented the monthly report. He stated the Planning Board reviewed the first draft of a stormwater management ordinance. Upon comments received from the members, the Planning Board will continue their review of the revised draft ordinance at their next meeting August 15. The Planning Board has received the first conditional use permit application for a proposed wind generation facility. Kerry Morrow, North Carolina Department of Transportation representative, will attend the August 16 Council meeting to discuss the Comprehensive Transportation Plan for Dare County.

[Clerk's Note: A copy of the Town Planner's monthly report is hereby attached as Exhibit A].

### **Police Department**

Chief Kole presented the July report.

### **Southern Shores Volunteer Fire Department**

Chief Harvey presented his report showing a breakdown by major incident types from July 1, 2010 to June 30, 2011.

## **REPORTS FROM BOARDS, COMMITTEES AND ASSOCIATIONS**

### **Town Planning Board-None**

[Clerk's Note: Copies of the Planning Board Recaps for June 20, 2011 and July 18, 2011 are hereby attached as Exhibit B].

### **Southern Shores Civic Association (SSCA)**

Karen Kranda, President, invited Council to attend the SSCA annual picnic to be held on September 10, 4-7 p.m. The SSCA is working with the Town on the canal dredging permitting process by allowing for the placement of proposed temporary disposal sites at the SSCA's E. Dogwood and Holly Trail properties. She stated to dispel rumors; the SSCA is not planning to construct a concrete skate board ramp or to bulldoze the dune at the SSCA's 12<sup>th</sup> Ave. property. There is a plan to make a path only to allow better access to the beach.

### **Chicahauk Property Owner's Association (CPOA)**

Jim Kranda reported the CPOA covenants have been officially reinstated.

John Gaultier expressed his thanks to Permit Officer Pat Forrester on behalf of the CPOA Architectural Review Board for her help.

## **GENERAL PUBLIC COMMENT-None**

## **OLD BUSINESS**

### **Chicahauk Trail Street Rebuild Project-Joe Anlauf, Anlauf Engineering**

The Town Manager stated he invited Joe Anlauf to present the preliminary plans for the project.

He stated this project was approved by Council in the current Capital Improvement Plan and Town policy for stormwater management has been incorporated into the design of the project. He stated a meeting date will be scheduled for staff and residents to discuss the conceptual plans.

Joe Anlauf provided a presentation on the conceptual design and stormwater plans for the project. Following the presentation Council Members asked a few questions. Mayor Denny asked the public if they had any questions. A meeting attendee asked how soon the public meeting would be set. The Town Manager stated as soon as possible and the residents will be notified.

**NEW BUSINESS-None**

**OTHER ITEMS**

Town Manager

The Town Manager reported on several issues:

- The canal dredging permit team is almost ready to submit the Phase 2 dredging permit application to CAMA. Also the Town is working with the SSCA on a transfer site.
- Eight new parking spaces at E. Dogwood Trail are complete.
- Crossovers have been painted on S. Dogwood Trail by the Kitty Hawk Elementary School and Pintail Trail.
- Surf Rescue is enforcing the removal of canopies and tents left unattended on the beach. They have implemented a tag system which is a warning that items will be removed if left unattended.
- The emergency generator is being installed and should be completed within the next ten days.
- Staff is watching the movement of Hurricane Emily.
- Beach goers who are digging and leaving deep holes on the beach are creating a safety concern. Life guards are asking them to fill them in if they observe them, and educating them on the dangers the holes pose.

Town Attorney-None

Mayor -None

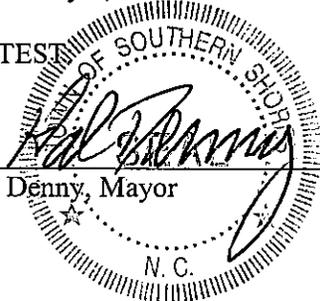
Council -None

The Town Manager stated upcoming agenda items for the August 16 meeting are the presentation by the NCDOT representative, general discussion on the design of the Welcome to the Town sign, and the current town fee schedule for Council consideration.

Hearing no other regular business Mayor Denny moved to adjourn the meeting at 8:10 p.m. Mayor pro tem Hess seconded. The motion passed with Mayor Denny, Mayor pro tem Hess and Council Members Pfizenmayer, Stroud and Kowalski voting aye.

ATTEST

Hal Denny, Mayor



Respectfully submitted:

Carrie Gordin  
Carrie Gordin, Town Clerk

Exhibit A

**8-1-11 TC Report  
Town Planner**

**1. Stormwater Management Ordinance**

-Last night, the Town Planning Board completed its first review of a draft Stormwater Management Ordinance. The draft ordinance will be revised based on the members' comments and the Planning Board will review and discuss the revised draft ordinance during its August 15<sup>th</sup> meeting.

**2. Wind Generation Facilities Application**

-We have received our first CUP application for a proposed Wind Generation Facility. The application was submitted by Coastal Engineering on behalf of Jim Millis who owns property off of Ocean Blvd. WGF's are permitted only through the issuance of a CUP and the application will be reviewed by the Town Planning Board during its September 19<sup>th</sup> application review meeting.

**3. Dare County Comprehensive Transportation Plan**

-The NCDOT Transportation Planning Branch is initiating the development of a Comprehensive Transportation Plan for Dare County through a cooperative process with the Albemarle Rural Planning Organization, Dare County, and its municipalities. A CTP is a long-range multi-modal transportation plan that addresses future transportation needs. A Transportation Planning Branch Project Engineer will be giving a presentation on the Plan and process during your August 16<sup>th</sup> Council meeting.

**4. Permitting and Inspections for July**

- 2 zoning permits were issued.
- 2 lot disturbance permits were issued.
- 28 building permits were issued: 2 new single-family dwelling, 26 others.
- 53 Dare County building inspections were conducted (30 job sites).
- Total amount of fees collected in July: \$5,645.70

Exhibit B

**To:** Southern Shores Town Council (Hal Denny, Jodi Hess, George Kowalski, Jim Pfizenmayer, Kevin Stroud)

**Copies:** Town Manager (Peter Rascoe)  
Town Attorney (Ben Gallop)  
Town Staff (David Kole, Bonnie Swain, Carrie Gordin, Pat Forrester)  
Planning Board (Mike Florez, Bill Gleason, Larry Lawhon, Elizabeth Morey, Bob Palombo, Jay Russell, Sam Williams and ETJ Rep, Ed Overton)

**From:** Wes Haskett, Town Planner

**Date:** July 11, 2011

**Re:** June 20, 2011 Planning Board Workshop Meeting Recap

**RECOMMENDED ACTIONS FOR THE TOWN COUNCIL – None**

**PLANNING BOARD WORKSHOP June 20, 2011**

Chairperson Sam Williams called the meeting to order at 7:00 pm. Planning Board Members Mike Florez, Bill Gleason, Jay Russell, Sam Williams, alternate member Elizabeth Morey, ETJ Representative Ed Overton, Town Council member Jodi Hess, and Town Planner Wes Haskett were present. Planning Board member Bob Palombo and alternate member Larry Lawhon were absent with excuse. Alternate member Elizabeth Morey served as a voting member due to the absence of Bob Palombo.

**APPROVAL OF AGENDA**

Ed Overton motioned to approve the agenda. Jay Russell seconded the motion. The motion passed unanimously (5-0).

Agenda items for the meeting included:

1. Stormwater Management Ordinance

**APPROVAL OF MINUTES**

Jay Russell motioned to approve the minutes of the June 6, 2011 Workshop Meeting. Elizabeth Morey seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT**

None

**STORMWATER MANAGEMENT ORDINANCE**

Chairperson Williams began the discussion by noting that at the last Workshop Meeting, the Board reviewed and discussed the draft Stormwater Ordinance page by page through page three and provided suggested revisions. The Board then reviewed and discussed the draft ordinance through page five and provided suggested revisions. The Board will continue its review of the draft Stormwater Ordinance at its next scheduled meeting.

**PUBLIC COMMENT**

None

**PLANNING BOARD MEMBER COMMENTS**

Jay Russell stated that the Town should look into obtaining "The Cove" property off of Highway 158 and Ginguite Creek for public use.

**ANNOUNCEMENTS**

Chairperson Williams congratulated Jay Russell on his third Planning Board member appointment and noted that the next Workshop Meeting will be held on July 18, 2011 at 7:00p.m.

**ADJOURNMENT**

Mike Florez motioned to adjourn. Bill Gleason seconded the motion. The motion passed unanimously and the meeting adjourned at 8:25 p.m.

**To: Southern Shores Town Council (Hal Denny, Jodi Hess, George Kowalski, Jim Pfizenmayer, Kevin Stroud)**

**Copies: Town Manager (Peter Rascoe)**

**Town Attorney (Ben Gallop)**

**Town Staff (David Kole, Bonnie Swain, Carrie Gordin, Pat Forrester)**

**Planning Board (Mike Florez, Bill Gleason, Larry Lawhon, Elizabeth Morey, Bob Palombo, Jay Russell, Sam Williams and ETJ Rep, Ed Overton)**

**From: Wes Haskett, Town Planner**

**Date: July 20, 2011**

**Re: July 18, 2011 Planning Board Workshop Meeting Recap**

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**RECOMMENDED ACTIONS FOR THE TOWN COUNCIL – None**

**PLANNING BOARD WORKSHOP July 18, 2011**

Chairperson Sam Williams called the meeting to order at 7:00 pm. Planning Board Members Bill Gleason, Bob Palombo, Sam Williams, alternate member Elizabeth Morey, alternate member Larry Lawhon, ETJ Representative Ed Overton, and Town Planner Wes Haskett were present. Planning Board members Mike Florez and Jay Russell were absent with excuse. Alternate members Elizabeth Morey and Larry Lawhon served as voting members due to the absences of Planning Board members Mike Florez and Jay Russell.

**APPROVAL OF AGENDA**

Ed Overton motioned to approve the agenda. Bob Palombo seconded the motion. The motion passed unanimously (6-0).

Agenda items for the meeting included:

- 1. Stormwater Management Ordinance

**APPROVAL OF MINUTES**

Chairperson Williams noted that Jay Russell’s number of appointments should be amended to read “fourth” Planning Board appointment under Announcements. Bill Gleason motioned to approve the minutes of the June 20, 2011 Workshop Meeting as amended. Elizabeth Morey seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT**

None

**STORMWATER MANAGEMENT ORDINANCE**

Chairperson Williams began the discussion by noting that at the last Workshop Meeting, the Board reviewed and discussed the draft Stormwater Ordinance page by page through page five and provided suggested revisions. Wes Haskett provided the Board with an up-to-date version of the draft ordinance, which has been reduced to nine pages, prior to the meeting. The Board then reviewed and discussed the draft ordinance through page seven of the up-to-date draft ordinance and provided suggested revisions. The Board will continue its review of the draft Stormwater Ordinance at its next scheduled meeting.

**NEW BUSINESS**

None

**PUBLIC COMMENT**

None

**PLANNING BOARD MEMBER COMMENTS**

Bill Gleason and Elizabeth Morey stated that they would not be able to attend the next Workshop Meeting being held on August 1, 2011.

**ANNOUNCEMENTS**

Chairperson Williams noted that the next Workshop Meeting will be held on August 1, 2011 at 7:00p.m.

**ADJOURNMENT**

Bill Gleason motioned to adjourn. Larry Lawhon seconded the motion. The motion passed unanimously and the meeting adjourned at 8:35 p.m.