

Donald Martin, Mayor  
Larry Hardison, Mayor Pro Tem  
Aldermen:  
Richard Farley  
Richard Peters  
Robert Swantek  
Daniel Tuman

*Town of North Topsail Beach*



Lara N. Burleson, MPA  
Town Manager

Carin Z. Faulkner, MPA  
Town Clerk

North Topsail Beach  
Planning Board  
Agenda  
August 13, 2009, 6:30 P.M.

- I. Call to Order, Announcements and Petitions
- II. Adoption of Agenda
- III. Approval of Minutes, July 9, 2009
- IV. Public Comment
- V. Planning Board and Staff Discussion:
  - A. NTB Town Code Chapter 7- Unified Development Ordinance
    1. General Overview
    2. Planning Board feedback on layout, Articles 1 & 2 (delivered 8/6/09).
- VI. Public Comment
- VII. Adjournment

Notice to citizens who wish to speak: As a courtesy to others, a citizen speaking on an agenda item or making a petition is normally limited to three minutes. Persons who are organizing a group presentation and who wish to speak beyond the three minute limit are requested to make prior arrangements through the Mayor's Office by calling 328-1349. If you wish to address the Board this evening, please go to the front right corner of the conference room and sign up with the Town Clerk. The Board may also change the order in which agenda items are presented.

Attorneys: If you are representing a person with an interest in a quasi-judicial proceeding on this agenda and believe you may wish to cross examine a witness, please identify yourself as such to the Town Clerk. For the sake of maintaining an accurate public record all speakers must be prepared to speak into an amplified microphone and must provide their name to the Town Clerk.

**TOWN OF NORTH TOPSAIL BEACH  
PLANNING BOARD MINUTES  
JULY 9, 2009  
6:30 P.M.**

**PRESENT:** SUE TUMAN-CHAIRMAN, PAUL DORAZIO-VICE CHAIRMAN, DEBORAH LANCI, GUNNAR MATTHEWS, HANNA McCLOUD, GERALD RIGGLEMAN, SUZANNE GREY, LARA BURLESON-TOWN MANAGER, DEBORAH HILL-PLANNING & ZONING ADMINISTRATOR, TERRIE WOODLE- PERMIT TECH/ RECORDING SECRETARY

**NOT PRESENT:** Gary Rowland

- 1. CALL TO ORDER:** Mrs. Tuman called the meeting to order at 6:38 p.m. in the North Topsail Beach meeting room.
  - A. Welcome new members: Suzanne Grey:** The Planning Board members welcomed Suzanne Grey.
- 2. ADOPTION OF AGENDA:** Mrs. Tuman stated on the Agenda the approval of minutes is June 11<sup>th</sup> 2009 not March 12, 2009. **Mr. Dorazio made a motion to approve the agenda as amended. Mr. Rigglesman seconded the motion, motion passed unanimously.**
- 3. APPROVAL OF MINUTES:** **Mr. Dorazio made a motion to approve the minutes. Mrs. Lanci seconded the motion, motion passed unanimously.**
- 4. PUBLIC COMMENT:** No one from the Public came forward to speak.
- 5. PLANNING BOARD AND STAFF DISCUSSION:**
  - A. Wireless Telecommunications Ordinance:** Ms. Hill stated that she is still working on the Wireless Telecommunications Ordinance. The general consensus from the input she has received from everyone is that they like the Onslow County layout but it did not incorporate the updated legislative changes. She has the template with the updated changes and will consolidate the two and hopes to have it at the next Planning Board meeting.
  - B. NTB Town Code Chapter 7 Planning & Zoning:** Ms. Hill stated that the Board of Aldermen adopted the CAMA Land Use Plan at their last meeting. She stated it has been three years in the making and it took a lot of work from all of the members and she thanked them for their hard work. The Hazard Mitigation Plan was also adopted at the Board of Aldermen's last meeting. She said that she would like to continue with the Zoning Ordinance the same way they did on the Hazard Mitigation Plan by dividing it up in sections with the hope of getting through all of the sections by the end of October.

Ms. Hill stated when she goes to the meeting in Onslow County in August she is going to strongly lobby that Onslow County hire a professional firm that has experience with Hazard Mitigation Plans. She stated that North Topsail Beach is a Community Rating System Town. There is an emphasis on that and the Town can garner points on the CRS side. She stated that North Topsail Beach has 205 repetitive loss properties. Other communities have identified those properties in their Hazard Mitigation Plan. They can get Hazard Mitigation Grant funds to relocate, acquire the property, demolish the structure or elevate it. They are using Grant money so there is not a financial burden on the local tax payer. She stated we have to incorporate that information into the plan. We have to have someone that has the experience and the time to be able to put a Hazard Mitigation Plan together. That is what she is going to be lobbying for.

Mrs. Tuman suggested that Ms. Hill could lobby better if she had the support of the entire Planning Board backing her up.

**Mr. Riggleman made a motion to support North Topsail Beach's Planner to present to Onslow County a request to have a professional firm work on the next Hazard Mitigation Plan through a grant to provide better protection for the Town's CRS Rating. Mr. Dorazio seconded the motion, motion passed unanimously.**

Ms. Hill stated in the Zoning Ordinance Chapter 7, one of the issues is Rogers Bay Campers and RV's. She said that campers are supposed to be temporary but the more time has gone on, the more permanent things have become. She stated that decks and screen rooms have to be engineered and the screen rooms now do not meet the engineering requirements in the building code unless they have a fourth wall. If they have a fourth wall and meet the building code, they would be in violation of the Zoning Ordinance because they would be considered a permanent structure. She stated that the determination has been made that North Topsail Beach will not allow any more screened in porches with a roof. They can have the deck if it is engineered, but the Town is waiting for a determination from DOI to tell the Building Inspector whether to use his Residential Code book or his Commercial Code book.

6. **PUBLIC COMMENT:** No one from the Public came forward to speak.
7. **ADJOURNMENT:** Mr. Dorazio made a motion to adjourn. Mr. Riggleman seconded the motion, motion passed unanimously.

The Planning Board meeting adjourned at 7:20 p.m. July 9, 2009. Minutes prepared by Terrie Woodle- Permit Tech/ Recording Secretary.

\_\_\_\_\_ Date \_\_\_\_\_  
Sue Tuman-Chairman

\_\_\_\_\_ Date \_\_\_\_\_  
Terrie Woodle- Permit Tech/ Recording Secretary