

**TOWN OF CALABASH
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, November 4, 2013—7:00 PM**

MINUTES

The Calabash Planning & Zoning Board (PZB) held a Regular Monthly Meeting on Monday, November 4, 2013, 7:00 PM at Town Hall.

MEMBERS PRESENT: Chairperson Sonia Climer, Commissioner Emily DiStasio, ETJ Member Clare Leary, and Mark Pero; a quorum was present.

MEMBERS ABSENT: Vice Chairman John Thomas and Mr. Charlie Daniels.

STAFF PRESENT: Town Administrator Chuck Nance and Town Clerk Kelley Southward.

GUESTS: there were approximately three people in the audience.

CALL TO ORDER/PLEDGE/ROLL CALL: Chairperson Climer called the meeting to order at 7:00 PM and led the Pledge of Allegiance to the Flag. Roll call was taken; attendance is reflected above.

APPROVE/ADJUST AGENDA: *Commissioner DiStasio moved to add New Business #2—review UDO Article 10, Note 2, Accessory Structures and consider making an amendment to recommend to the Board of Commissioners and approve the agenda, as amended. The motion was seconded by Mrs. Leary and unanimously carried.*

APPROVE/ADJUST MINUTES: *Commissioner DiStasio moved to approve the minutes of October 7, 2013- Regular Meeting; seconded by Mr. Pero and unanimously carried.*

PUBLIC COMMENTS: none forthcoming

OLD BUSINESS:

- 1. Discussion & Action: Make a recommendation to the Board of Commissioners regarding the proposed amendment to the UDO, Article 9-Zoning Districts & Zoning Map, Part III-Application of the General Regulations. Add Section 9-11-Conditions for Used Manufactured Homes/Dwellings moved into Jurisdiction (as drafted by the PZB over the past several months).**

Since the PZB had been working on the Used Dwelling regulations for several months there was very little discussion of the matter during the meeting. *Commissioner DiStasio moved to recommend to the Board of Commissioners that the proposed regulations for used dwellings be added to Article 9 (create a new section, 11) of the UDO; seconded by Mrs. Leary and unanimously carried.* The changes that the PZB had made in October were included in the draft amendment.

NEW BUSINESS:

- 1. Action Item: Consider approving minor subdivision of Tax ID #255AC008 (divide parcel into two lots) located in the Residential/Commercial (R/C) zoning district, as presented by Mr. James Garrigan, property owner.**

Mr. Garrigan owns lots 9, 10, and 11 in Riverview Acres. Many years ago lots 10 & 11 were combined to create tax parcel id# 255AC008 for the purpose of placing a mobile home on the lot in a manner so that the front of the mobile home could face the street and still meet required setbacks. Last year after his long-term tenant moved, Mr. Garrigan had the mobile home removed from the lot; a concrete driveway and a garage are all that currently remain. Mr. Garrigan had a survey prepared to divide the parcel back to its original configuration (his two parcels would again be three parcels). The proposed division meets the required lot dimensions for the R/C zoning district as set forth in Article 11 of the UDO. The remaining garage may or may not meet the side-setback requirements. However, that was a mute issue since the survey clearly notes that the garage is “to be removed”; Mr. Garrigan was also present and verbally confirmed that he intends to and will have the garage removed. Based upon Article 24 of the UDO the PZB could take action on this matter. *Mrs. Leary moved to approve the minor subdivision of parcel id# 255AC008; seconded by Commissioner DiStasio and unanimously carried.* Now lots 9, 10, and 11 are once again three individual parcels of land.

2. Discussion/Action: to consider amending Article 10, Note 2 regarding Accessory Structures of the UDO—make a recommendation to the Board of Commissioners if necessary.

Mr. John Melahn, Calabash resident, had submitted an amendment to the UDO for consideration: to no longer allow accessory structures to be located to the front of the primary building on any parcel except for those that are primarily ornamental in nature and attached garages. The PZB reviewed the language of the amendment prepared by Mr. Melahn. The Clerk passed along a concern from Commissioner Buccilli, who is the Oversight Commissioner for the Zoning & Inspection Departments. Commissioner Buccilli was concerned that some lots in Calabash offer beautiful views to the rear of the primary building (as rear yards are defined in the UDO); such as homes located on the riverfront. She asked the PZB consider such situations because it might be more appropriate for accessory structures to go in front of these primary buildings. Ultimately, the PZB adjusted the language currently found in Article 10, Section 10-2, Note 2 regarding accessory structures. Basically, language was amended so that accessory buildings except as noted above by Mr. Melahn, should be located to the rear of the primary structure, that there be at least 5 feet between any accessory structures, and that the aggregate square footage of all accessory structures shall not exceed the total square footage of the primary structure. They also added a reference to Article 11, where it’s noted that accessory structures cannot exceed 10% of lot. *Commissioner DiStasio moved to recommend approval of this amendment to the regulations for accessory structures found in Article 10, Note 2 of the UDO to the Board of Commissioners; seconded by Mr. Pero and carried by way of a unanimous vote.*

BOARD COMMENTS: none forthcoming

ADJUORN: *Commissioner DiStasio moved to adjourn at 7:35 PM, seconded by Mr. Pero and unanimously carried.*

(SEAL)

Sonia Climer, Madam Chair

Attest:

Kelley Southward, Town Clerk