

**TOWN OF CALABASH
PLANNING & ZONING BOARD
REGULAR MEETING
Tuesday, April 1, 2014—7:00 PM**

MINUTES

The Calabash Planning & Zoning Board (PZB) held a Regular Monthly Meeting on Tuesday, April 1, 2014 at 7:00 PM in Sanborn Hall, located at Town Hall, 882 Persimmon Road.

MEMBERS PRESENT: Madam Chairman Sonia Climer, Vice Chairman John Thomas, Commissioner Emily DiStasio, and Mrs. Clare Leary (ETJ Member).

MEMBERS ABSENT: Mr. Charlie Daniels and Mr. Mark Pero

CALL TO ORDER/PLEDGE/ROLL CALL: Madam Chairman Climer called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited. Roll call was taken; attendance is reflected above.

APPROVAL/ADJUSTMENT OF AGENDA: *Commissioner DiStasio moved to approve the agenda as presented; seconded by Mr. Thomas and unanimously carried.*

APPROVAL OF MINUTES: *Mrs. Leary moved to approve the minutes of the February 3, 2014 Regular Meeting, as presented; seconded by Mr. Thomas and unanimously carried.*

PUBLIC COMMENTS: none forthcoming.

OLD BUSINESS: none forthcoming.

NEW BUSINESS:

1. **Discussion/Action:** **Make a recommendation to the Board of Commissioners regarding Preliminary/Final Subdivision Plats for three sections of Phase 2 in The Thistle:**
 - a) **Lieth Lane**
 - b) **Falkirk Lane**
 - c) **Kilbirnie Drive**

Commissioner DiStasio moved that the PZB recommend to the Board of Commissioners that the Preliminary/Final Subdivision Plats for Lieth Lane, Falkirk Lane and Kilbirnie Drive in Phase 2 of The Thistle be approved as they are in accordance with the Revised Master Site Plan; seconded by Mrs. Leary and unanimously carried.

2. **Discussion/Action:** **to determine and approve parking for the amenity center in The Thistle in accordance with Section 17-9(I) of the UDO.**

The Town Clerk reminded everyone that The Thistle was originally approved by Brunswick County back in 2000 prior to annexation into the municipal limits of Calabash. The existing clubhouse, which is located adjacent to the proposed amenity center, was permitted by the Town but under a different zoning code than is currently being used. In the Unified Development Ordinance (UDO-current zoning code) doesn't specifically address parking for clubhouses and amenity centers for golf courses but does allow the PZB to determine parking for Special Uses such as: "Theme Parks, Unusual Land Uses and Others". Staff has reviewed the existing parking for the club house, which has 135 spaces; and feels that there is ample parking for the clubhouse and that some of its parking can be shared with the proposed amenity center. The proposed amenity center parking plan includes sixteen new spaces specifically designated to the amenity center and shares an additional twelve spaces with the Club House for a total of 28 spaces available at the amenity center. The Building Inspector noted that the amenity center is only for homeowners and their guests and many of those might walk or drive golf carts to the facility. Additionally, there is plenty of parking along the right of way in this area, if needed when there are big events going on at the Club House.

Commissioner DiStasio moved that the parking plan for the amenity center in The Thistle be approved as presented (noted above), which is in accordance with Section 17-9(I) of the UDO; seconded by Mrs. Leary and unanimously carried.

3. Discussion/Action: Make a recommendation to the Board of Commissioners regarding proposed amendments to the UDO Article 11, Section 1.1, Note 6. Other Modifications; regarding setbacks for residential detached carports in the MFH-II zoning district.

Mr. Dills explained that in the past seven years that he has been employed with the Town it appears that the MFH-II neighborhoods such as Pine Bur Acres and Bonaparte's Retreat are beginning to get more year-round residents as opposed to seasonal residents. To that end, residents are making up-grades to their properties and many want to add additional structures such as carports. He said that these neighborhoods were platted before zoning requirements and they contain small lots. Often property owners cannot meet the required front setback (or side) setbacks to have a carport added. However, there is right of way between the edge of pavement and where the property line actually begins; the right of way distances differ but normally there is about 10-feet between the edge of pavement and the property line. Setbacks start at the property line and not the edge of pavement. Mr. Dills is proposing a reduction to the setback requirements with this proposed amendment. It would only apply to the MFH-II zoning district and reads as follows:

"At MFH-II district parcels meeting the preceding requirements for relief, a residential detached carport may reduce the front setback to five-feet (5') provided that a minimum twenty foot (20') long car parking area is available outside the footprint of the carport and this allowance will not exceed built upon area (BUA) for this parcel."

Requiring the 20 extra feet outside the carport would allow residents to receive guests without the guest parking on the street. *Mr. Thomas moved to recommend to the Board*

of Commissioners that the proposed amendment to the UDO Article 11, Section 1.1, Note 6, be approved as presented; seconded by Commissioner DiStasio and unanimously carried.

- 4. Discussion/Action: Make a recommendation to the Board of Commissioners for amendments to the UDO to repeal regulations pertaining to Sweepstakes as the State has held them illegal.**

Commissioner DiStasio moved that the PZB recommend to the Board of Commissioners that all regulations regarding sweepstakes in the UDO be repealed as sweepstakes have been held illegal by the State of NC; seconded by Mrs. Leary and unanimously carried.

Town Administrator Nance was recognized. He said that if the law regarding sweepstakes changes then we would re-address zoning regulations at that time. Municipalities are hopeful that if the state does allow sweepstakes to operate in NC that they will provide some guidelines for municipalities in zoning and license fees.

- 5. Discussion/Action: Make a recommendation to the Board of Commissioners regarding appointment of a new Planning & Zoning Board Member; Mr. Michael Herring has submitted a letter of interest.**

Mrs. Leary moved that the PZB recommend that the Board of Commissioners appoint Mr. Herring to the Planning & Zoning Board as an in-town member; seconded by Commissioner DiStasio and unanimously carried.

BOARD COMMENTS: none forthcoming.

ADJOURN: *Mr. Thomas moved to adjourn the meeting at approximately 7:20 PM; seconded by Mrs. Leary and unanimously carried.*

(SEAL)

Sonia Climer, Madam Chairman

Attest:

Kelley Southward, Town Clerk