



KURE BEACH PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
February 6, 2019

The Kure Beach Planning & Zoning Commission held their regular meeting at the temporary location for Town Hall on Wednesday, **February 6, 2019**. A quorum of commission members was present.

P&Z MEMBERS PRESENT

Chair Craig Galbraith
Vice Chair William Moore
Member Kenneth Richardson
Member Retha Deaton
Member Robert Young

P&Z MEMBERS ABSENT

All present

STAFF PRESENT

John Batson – Building Inspections
Kathleen Zielinski – Secretary

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Commissioner Joseph Whitley, Council Liaison  
Attorney James E. Eldridge

**1. CALL TO ORDER**

Chairman Galbraith called the meeting to order at 7:00 p.m.

**MOTION** – Chairman Galbraith moved to take a ten-minute recess in order to allow time for counsel to arrive

**SECOND** – Vice Chair Moore

**VOTE** – Unanimous

Chairman Galbraith concluded the break at 7:10 and called the meeting back to order, noting that counsel and all five members were present.

**2. ADOPTION OF AGENDA**

**MOTION** – Member Richardson

**SECOND** – Vice Chair Moore

**VOTE** – Unanimous

**3. APPROVAL OF MEETING MINUTES**

**MOTION** – Vice Chair Moore moved to approve the January 9, 2019 meeting minutes as presented

**SECOND** – Member Young

**VOTE – Unanimous**

#### **4. PUBLIC COMMENTS**

None

#### **5. OLD BUSINESS**

- a. Recommendation to Council of candidate for new alternate position

**MOTION –** Vice Chair Moore moved to recommend David Garceau to council for the alternate position

**SECOND –** Member Deaton

**VOTE –** Passed – four yes, one abstention (Chairman Galbraith)

Recommendation will now go to Council for their February 18 meeting.

- b. Downtown mixed-use overlay district

Chairman Galbraith asked Attorney Eldridge to summarize the charrette procedure utilized by the Town of Belville in planning their Riverwalk overlay district. Mr. Eldridge explained that an outside consultant, the Lawrence Group, was hired to schedule work sessions at which different topics were discussed at different tables, allowing the public to submit what they wanted to see. A resulting report was submitted to council after which they took further action. The method was successful for receiving public input, but, at a cost of approximately \$80,000, proved to be very expensive. In turn, the chairman suggested that studies enlisted by the town in the past can be helpful in this endeavor. After discussion, the commission agreed that the chairman would lead a public information session utilizing a PowerPoint presentation. The discussion will include:

- Purpose and explanation of what an overlay does
- Examples from prior studies on the B-1 District
- Limiting overlay to B-1 District or expanding into adjacent districts
- Outlining the process
- Feedback from attendees

**MOTION –** Chairman Galbraith moved to schedule an open hearing one hour prior to the March meeting to discuss the potential for an overlay district in the business district

**SECOND –** Member Young

**VOTE –** Unanimous

The public meeting will be advertised for March 12, 2019 at 6 p.m.

#### **6. NEW BUSINESS**

- a. Election of Officers

**MOTION –** Vice Chair Moore moved to appoint Craig Galbraith P&Z Chairman

**SECOND –** Member Richardson

**VOTE -** Unanimous

**MOTION –** Member Richardson moved to appoint Bill Moore as P&Z Vice Chairman

**VOTE -** Unanimous

#### **7. MEMBER ITEMS**

- a. Inspector Batson presented a request by a local business owner to establish a golf cart rental business next to the Quik Mart. He stated that this does not fit into any permitted use so the

special use process would be the best route for him. He added that this might be a good opportunity for P&Z to try the process. Several points were raised in the ensuing discussion:

- Cannot be considered a parking lot per se but in Inspector Batson's opinion, may be the permitted use most similar to the proposed use
- In B-1 District, parking lot is considered a special use, marked with S in the code
- This is a retail business
- Service building will be erected, probably brought in by truck and fastened to the ground
- Special use permit gives ability to make sure that this will conform to the overlay district
- A lot of conditions can be created for the overlay
- Amendments to Sec. 19-243 might be considered and acted upon to expressly provide zoning regulations for such uses in the future. Terminology is important – golf cart or car rentals

After further discussion it was determined that PZC would review and report on a text amendment to add a relevant SIC code to Sec. 19-243 to expressly regulate golf cart rentals in the future as a permitted use requiring a special use permit. Discussion will continue at the March meeting with the additional discussion of the Franklin County case, which addressed a related situation, and Section 19-79.

b. March meeting date

**MOTION** –Chairman Galbraith moved to change the March meeting date to Tuesday March 12, 2019 at 7 p.m. with a special meeting prior, beginning a 6 p.m.

**SECOND** – Member Richardson

**VOTE** - Unanimous

## 8. NEXT MEETING

March 12, 2019 at 6 p.m.

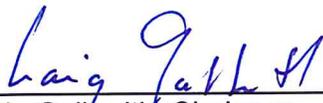
## 9. ADJOURNMENT

**MOTION** – Vice Chair Moore moved to adjourn

**SECOND** – Member Young

**VOTE** – Unanimous

Meeting was adjourned at 7:45 p.m.



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Craig Galbraith, Chairman



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Kathleen Zielinski, Secretary

NOTE: These minutes reflect items considered and actions taken by the Planning & Zoning Commission and should not be considered a transcript of the meeting. An audio recording of the entire meeting can be found on the Town of Kure Beach website.