



AGENDA

Town of Kure Beach Planning and Zoning Commission

Wednesday, March 3, 2021

A meeting of the Planning and Zoning Commission will be held Wednesday, March 3, 2021 in the Council Chambers commencing at **6:30 PM**.

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1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

3. ADOPTION OF MINUTES

- 3 - 5 3.1. February 3, 2021 Regular Meeting
[2021-02-03 - PCZ](#)

4. PUBLIC COMMENT

5. OLD BUSINESS

- 5.1. Underground Utilities Update (Richardson)

6. NEW BUSINESS

- 6.1. Land Use Plan Survey Discussion (Galbraith)
- 6.2. Interview Alternate Member Applicants
Byron Ashbridge
Joseph Barlock
Paul Fagan

7. ADJOURNMENT



PLANNING & ZONING COMMISSION MINUTES

REGULAR MEETING

Wednesday, February 3, 2021 @ 6:30 pm

The Kure Beach Planning and Zoning Commission (PZC) held its regular meeting on Wednesday, February 3, 2021. A quorum of members was present, and Attorney Jim Eldridge attended.

P&Z MEMBERS PRESENT

Chairman Craig Galbraith
Member Kenneth Richardson
Member Kathleen Zielinski
Alternate Member James Dugan

P&Z MEMBERS ABSENT

Member David Garceau
Member Tony Garibay

STAFF PRESENT

Mandy Sanders, Town Clerk
John Batson, Building Inspector

CALL TO ORDER

Chairman Galbraith called the meeting to order at 6:30 p.m.

MOTION: Chairman Galbraith made a motion to excuse Member Garceau and Member Garibay

SECOND: Member Zielinski

VOTE: unanimous

ADOPTION OF AGENDA

MOTION- Member Richardson made a motion to adopt the agenda as presented.

SECTION- Member Zielinski

VOTE- Unanimous

APPROVAL OF MEETING MINUTES:

- January 6, 2021 Regular Meeting

MOTION- Member Richardson made a motion to approve the January 6, 2021 minutes as presented.

SECTION- Member Zielinski

VOTE- Unanimous

PUBLIC COMMENTS

None

OLD BUSINESS

1. Prohibited Uses

Attorney Eldridge gave brief background on prohibited uses section of Chapter 15 of the code.

Document is hereby incorporated into the minutes.



PLANNING & ZONING COMMISSION MINUTES

REGULAR MEETING

Wednesday, February 3, 2021 @ 6:30 pm

MOTION: Chairman Galbraith made a motion to forward the changes to the Prohibited Uses section of Chapter 15 to Town Council, as identified by Attorney Eldridge and recommend adoption.

SECOND: Member Richardson

VOTE: Unanimous

Attorney Eldridge stated the proposed Consistency Statement and recommended adoption.

MOTION: Member Richardson made a motion to adopt the Consistency Statement as stated by Attorney Eldridge

SECOND: Chairman Galbraith

VOTE: Unanimous

2. Land Use Plan

Town Clerk Sanders stated we have signed an agreement with the Cape Fear Council of Governments to do the Land Use Plan. The next Land Use Plan Committee meeting has been rescheduled from February 9, 2021 to March 1, 2021 at 10 a.m. in order to conduct the kick-off meeting with the Cape Fear Council of Governments.

3. Member Richardson stated he spoke with Duke about the underground utilities and they would like to schedule a meeting for March.

NEW BUSINESS

1. Proposed text amendments to Chapter 15 Zoning
 - 15.08.100 Overlay Districts
 - 15.08.110 K Avenue Mixed-Use Overlay District
 - 15.08.120 Downtown Preservation and Historic Overlay District

Attorney Eldridge reported on the proposed text amendments to Chapter 15 Zoning. Proposed text amendments are hereby incorporated into the minutes.

MOTION: Member Richardson made a motion to forward proposed text amendments to Town Council and recommend scheduling a Public Hearing and approval at the next Town Council Meeting .

SECOND: Member Zielinski

VOTE: Unanimous

Attorney Eldridge stated the proposed Consistency Statement and recommended adoption.

MOTION: Chairman Galbraith made a motion to adopt the Consistency Statement as proposed by attorney Eldridge.

SECOND: Member Richardson

VOTE: Unanimous



PLANNING & ZONING COMMISSION MINUTES

REGULAR MEETING

Wednesday, February 3, 2021 @ 6:30 pm

Attorney Eldridge discussed possible reconstitution of HPC.

- There are detailed membership requirements for the HPC set forth in the statute.
- When you establish a public body, the recommendation is to adopt a charter that sets forth all the questions and answers for membership of that public body.
- Because current HPC was created without a charter, special attention needs to be paid to the reconstitution of HPC.
- Attorney Eldridge will research if there are any issues with Town Council appointing one of its own to a decision-making board.

Chairman Galbraith commented that he would like the reconstituted HPC to include some current members of HPC. Council can designate itself as HPC

MEMBER ITEMS

Building Inspector Batson asked the PZC members what their intent of Ordinance 15.16.040 was when it was put into place three years ago. Was the intent for required parking to only be in the front, or could it be on the side underneath the house?

Chairman Galbraith stated he believes the intent was to stop people from parking in the side grassy portion of the property.

Chairman Galbraith requested putting discussion of ordinance 15.16.040 on agenda for next meeting.

ADJOURNMENT

MOTION: Member Richardson made a motion to adjourn at 7:35p.m.

SECOND: Member Zielinski

VOTE: Unanimous