

Surf City Planning Board  
Meeting Minutes

February 15, 2013  
5:30 P.M.

The Following Members Were Present:

Barry Newsome  
Teresa Batts  
Larry Bartholomew  
Randy Cox  
Jimmy Canady

The Following Community Development Staff Were Present:

Stephanie E. Hobbs-Administrative Assistant

I Meeting Called To Order

Mr. Newsome called the meeting to order at 5:30 p.m.

II. Approval of Minutes

Mr. Cox made a motion to approve the minutes. Mr. Bartholomew seconded the motion and it was carried.

III. Annexation

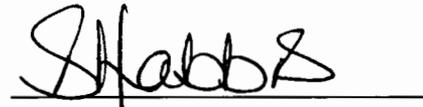
Mr. Newsome stated The Town Council has requested that an annexation request be reviewed by the Planning Board in regard to zoning. The property requested for annexation is owned by Channing Langrudi. This property is located off of Highway 210 near the large island at Watts Landing Rd. The property would in the right side of the street as you are heading towards Highway 17. The property to be annexed is 6.51 acres in size. Adjacent land uses consist of vacant land, commercial uses, as well as some residential uses. Pender County currently has this area zoned Residential R-20. Staff recommends zoning the property Residential R-15 as the property is in a area projected within the land use plan to be suitable for residential development.

Mr. Bartholomew made the motion to approve the annexation per staff recommendations. Mr. Campbell seconded the motion and it was carried.

V. Adjourn

Mrs. Batts made the motion to adjourn. Mr. Bartholomew seconded the motion, and it was carried.

  
Chairman

  
Attest

Surf City Planning Board  
Meeting Minutes

June 13, 2013  
5:30 P.M.

The Following Members Were Present:

Larry Bartholomew  
Sally Edens  
Rick Benton  
Steven Pasquantonio  
Carl Johnson  
Randy Cox  
Jimmy Campbell

The Following Community Development Staff Were Present:

Todd Rademacher-Planning Director  
Stephanie E. Hobbs-Administrative Assistant

Other Individuals Present:

Michael Gallant- Engineer

**I Meeting Called To Order**

Mr. Bartholomew called the meeting to order at 5:30 p.m.

**II. Approval of Minutes**

Mr. Cox made a motion to approve the minutes. Mr. Johnson seconded the motion and it was carried.

**III. Annexation**

Mr. Rademacher stated the applicant Thomas Nelson, is requesting approval of the I.C. Life subdivision. This site is zoned MR residential and will allow for single family homes on 5000 square foot lots. This site was previously approved for a multifamily development which would have included an additional 20 townhomes on this site. Mr. Nelson is proposing 9 lots and a common area which would include an existing pool and clubhouse. Access to the project will be provided by creating a new street called I.C. Life Ct. Landscaping will be provided along all street frontages with landscaping already complete along Little Kinston Road. The plans for water and

sewer have been reviewed by staff and engineers for ordinance compliance. Lighting will meet the requirements of the ordinance with lights at t intersections and for every 9 lots. Sidewalks are provided along street frontages at a minimum of 5 feet in width. Recreational and open space requirements will be met via the clubhouse, open space, and wetlands on the site. The fire department has reviews the plans for compliance for turnaround, fire flow, and hydrant locations. NCDOT has also reviewed the plans and has determined that no offsite improvements are need to accommodate this division. Staff recommends approval of the preliminary plan as it meets the requirement of the ordinance.

Mr. Bartholomew asked if the homes would be in a flood plain.

Mr. Gallant stated yes the homes would be on pilings because of flood plain regulations.

Mr. Campbell asked if the neighbors had been notified in regards to the changes in the Home Owners Association.

Mr. Rademacher stated the bank was responsible for that, and that it is a civil matter.

Mrs. Edens asked if the developer had a projected start date.

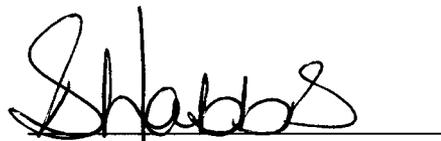
Mr. Gallant stated as soon as all state permits are issued.

Mrs. Edens made the motion to approve the site plan as submitted. Mr. Benton seconded the motion and it was carried.

#### V. Adjourn

Mrs. Pasquantonio made the motion to adjourn. Mr. Campbell seconded the motion, and it was carried.

  
Chairman

  
Attest

Surf City Planning Board  
Meeting Minutes

July 11, 2013  
5:30 P.M.

The Following Members Were Present:

Barry Newsome  
Larry Bartholomew  
Rick Benton  
Steven Pasquantonio  
Randy Cox  
Teresa Batts

The Following Community Development Staff Were Present:

Todd Rademacher-Planning Director  
Stephanie E. Hobbs-Administrative Assistant

Other Individuals Present:

Wally Diehl -Topsail Boat Rental LLC

**I Meeting Called To Order**

Mr. Newsome called the meeting to order at 5:30 p.m.

**II. Approval of Minutes**

Mr. Cox made a motion to approve the minutes. Mr. Bartholomew seconded the motion and it was carried.

**III. Conditional Use Permit**

Mr. Rademacher stated that the applicant is requesting approval of a conditional use permit to rent boats with the Town limits. The applicant Topsail Boat Rental LLC is requesting approval of a CUP to rent. The business will be conducted out of the Surf and Sound Surf Shop located at 205 C Roland Ave. The boats will be stored at the Beach House Yacht Club. The Yacht Club is for boats storage only and will not be used for any commercial activity with customers. There are a total of 8 boats to be used for the operation of this business. Coast Guard inspections are not required. No additional buildings or changes to existing building are required for this use. Staff is recommending approving this conditional use permit as it will not materially endanger the public health or safety as proposed and submitted. The use is in

July 11, 2013

character with surrounding uses and structures and will not devalue properties in the immediate area. Staff is also recommending the following condition to be placed on the use:

- USCG inspections every year with the results of the inspection to be submitted to the Town.
- No rental after dark
- Soundside Park may not be used in conjunction with its commercial endeavor.
- Signage may only be placed at 205 C Roland Ave and must meet all zoning requirements.

Mr. Newsome asked where the trailers will be stored.

Mr. Diehl stated there is a separate storage area off the island for the trailers.

Mrs. Batts asked if these transactions would take place at the marina.

Mr. Diehl stated that the customers will be meet staff at their location or 205 A Roland Ave and with orientation with staff. No commercial takings will be at the Yacht Club.

Mr. Pasquantonio asked if they will watch a video for educational purposes.

Mr. Diehl stated that yes they will watch a video and have a 5 to 10 minute orientation with staff. They must be at least 26 years of age to rent the boats as well.

Mrs. Pasquantonio asked the length of the rental periods.

Mr. Diehl stated that rental periods will extend from full days to full weeks, no half days are permitted.

Mr. Benton asked what the procedure was if one of the rentals were to break down.

Mr. Diehl stated the business was a member of Sea Tow and they have one boat on staff for such emergencies that is not a rental.

Mr. Pasquantonio asked who was responsible for filling the boats with gas.

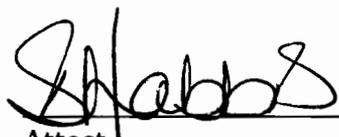
Mr. Diehl stated that the renter would be responsible for filling the rentals up with fuel before the return of the rental. This would aid in keeping traffic down on the highways.

Mr. Cox made the motion to approve the conditional use permit with all conditions stated by staff and changing Soundside Park to "All" parks. Mr. Benton seconded the motion and it was carried.

V. Adjourn

Mrs. Pasquantonio made the motion to adjourn. Mr. Cox seconded the motion, and it was carried.

  
Chairman

  
Attest

Surf City Planning Board  
Meeting Minutes

August 8, 2013  
5:30 P.M.

**The Following Members Were Present:**

Barry Newsome  
Larry Bartholomew  
Rick Benton  
Teresa Batts  
Sally Edens  
Steven Pasquantonio  
Randy Cox  
Jimmy Campbell

**The Following Community Development Staff Were Present:**

Todd Rademacher-Planning Director  
Stephanie E. Hobbs-Administrative Assistant

**Other Individuals Present:**

Margaret Gray- McKim & Creed  
Sarah Gregory- LS3P  
Jim Pearce- Cape Fear Community College

**I Meeting Called To Order**

Mr. Newsome called the meeting to order at 5:30 p.m.

**II. Approval of Minutes**

Mr. Benton made a motion to approve the minutes. Mr. Cox seconded the motion and it was carried.

**III. Site Plan Review**

Mr. Rademacher stated that the applicants are requesting approval of 11,950 square foot community college. The property is zoned OI or Office and Institutional and does allow for his type of use to be constructed. The project area consists of 25.12 acres with a mix of uplands and wetlands on the site. The parking requirements of the ordinance and landscaping have been designed to meet the codes. A lighting plan has been submitted and is also in compliance with Town codes. Sidewalks will

August 8, 2013

be constructed along all road frontages. A storm water plan has been submitted in accordance with local and state regulations and will need to be approved by the State prior to construction. Water and sewer plans have been reviewed by Town staff as well as by Cavanaugh and Associates acting on behalf of Surf City. A permit for these services is currently awaiting signature by staff and then can be submitted forward to the State of approval. Access to the site will be permitted by NCDOT and will require a separate driveway. Access to Colbert Lane is not allowed as the college does have deeded access to this private street. The plans have also been reviewed for compliance with our Architectural code. The designs submitted by the Architect LS3P are in compliance with local architectural code. Staff is recommending approval of this site plan.

Mr. Cox asked if the parking lot was gravel.

Mrs. Gregory stated the parking lot would be gravel due to finances.

Mr. Rademacher stated that the Town is working with Cape Fear Community College in regard to the gravel parking lot issue.

Mr. Benton asked if a bond was required to ensure the paving was done in a timely manner.

Mr. Rademacher stated that at this time a bond is not required by the ordinance.

Mr. Pearce stated that other improvements were taking up paving funds until they can get open and going.

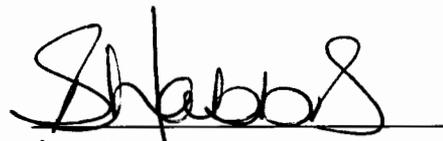
Mrs. Gray stated the parking lot would be 8" stone so it would be ready to pave. All they would have to do is take the top layer off.

Mrs. Edens approved the site plan per staff recommendation. Mr. Bartholomew seconded the motion and it was carried unanimously.

V. Adjourn

Mrs. Cox made the motion to adjourn. Mr. Benton seconded the motion, and it was carried.

  
Chairman

  
Attest

Surf City Planning Board  
Meeting Minutes  
September 12, 2013  
5:30 P.M.

**The Following Members Were Present:**

Barry Newsome  
Larry Bartholomew  
Rick Benton  
Carl Johnson  
Teresa Batts  
Sally Edens  
Steven Pasquantonio  
Randy Cox

**The Following Community Development Staff Were Present:**

Todd Rademacher-Planning Director  
Stephanie E. Hobbs-Administrative Assistant

**Other Individuals Present:**

David Ward-Realtor & Architect

**I Meeting Called To Order**

Mr. Newsome called the meeting to order at 5:30 p.m.

**II. Approval of Minutes**

Mr. Cox made a motion to approve the minutes with one change. Mr. Bartholomew seconded the motion and it was carried.

**III. Site Plan Review**

Mr. Rademacher stated (See Attached Sheets).

Mrs. Edens asked if a lighting plan was required.

Mr. Rademacher stated that because there was no pole lights no lighting plan would be required.

Mrs. Edens made a motion to approve the minutes. Mr. Johnson seconded the motion and it was carried.

#### IV. Zoning Map Amendments

- 1213 S. Shore Dr.

Mr. Rademacher stated the applicant; David Ward would like to rezone the property located at 1213 South Shore Drive. This property is more specifically located at the S-curve or where South Shore Dr. and South Topsail Dr meet. The existing zoning is R10 and allows for single family homes and duplexes on minimum of 10,000 square foot lots. The adjacent properties are a mixture of single family homes, duplexes and vacant land. Zoning for the adjoin properties are R5, R10 and PUD which all allow for the development of single family homes and duplexes. The property also is the location of one of the Town's lift station sites. The land use plan calls this area Island Residential-High Density which is consistent with the development of single family homes and duplexes on smaller lots. A rezoning to R5 would still allow for duplexes to be built but on lots that are a minimum of 8500 square feet as opposed to 10,000 square foot lots, single family homes would be allowed on minimum 5000square foot lots as opposed to 10,000 square foot lots.. In regard to minimum required setbacks R5 standards of 15 feet on the front, 7.5 feet on the sides and 20 feet on the rear. Setbacks for R10 would require a 25 foot front setback with the remaining setbacks being the same as R5.

Mr. Benton asked if the lot was smaller than an acre.

Mr. Rademacher stated the lot was smaller than an acre.

Mr. Cox asked if the lift station would be a problem for a developer.

Mr. Rademacher stated that the portion is on an easement and there are plenty of properties around Town with stations on them.

Mr. Benton made a motion to approve the map amendments. Mr. Cox seconded the motion and it was carried.

- Bryans Court

Mr. Rademacher stated the applicant, would like to rezone the remainder of property at the Bryan's Court subdivision. The property is currently zoned MHS or Mobile Home Subdivision and is in the Mainland Transition-Residential according to the Land Use Plan. The request would change the property to R-5 Residential. The property is located adjacent to the Surf City Community Center, there is a mobile home park across JH Batts Road and Vacant properties on the remaining sides. In April of 2012 the Town rezoned the existing 11 lots at this subdivision to R5. A rezoning to R5 would eliminate the ability to place manufactured homes on the properties but would allow for duplexes to be built on lots that are a minimum of 8500 square feet. In regard to minimum lot sizes required and setbacks both zoning districts have the same standards of 15 feet on the front, 7.5 feet on the sides and 20 feet on the rear. Staff does recommend this rezoning as it is consistent with the uses proposed in the land use plan and would be compatible with all existing uses in the vicinity of this property.

Mrs. Edens made a motion to approve the map amendment. Mrs. Batts seconded the motion and it was carried.

**V. Zoning Text Amendment**

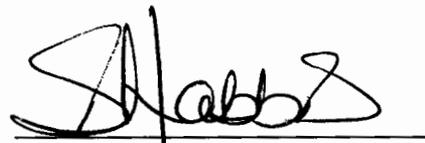
See Attached Sheets

Mr. Benton made the motion to approve the text amendments. Mr. Pasquantonio seconded the motion and it was carried.

**VI. Adjourn**

Mr. Pasquantonio made the motion to adjourn. Mrs. Batts seconded the motion, and it was carried.

  
Chairman

  
Attest

Surf City Planning Board  
Meeting Minutes  
October 10, 2013  
5:30 P.M.

**The Following Members Were Present:**

Barry Newsome  
Larry Bartholomew  
Carl Johnson  
Teresa Batts  
Steven Pasquantonio  
Randy Cox  
Jimmy Campbell  
Doug Medlin, Council Liaison

**The Following Community Development Staff Were Present:**

Todd Rademacher-Planning Director  
Patricia E. Arnold-Administrative/Staff Supervisor

**Other Individuals Present:**

Mo Afify, ANA Builders  
Michael Afify, ANA Builders  
Anita Afify, ANA Builders  
Gabriel Massa, Massa Montalto Architects  
Architect  
Mark Smith  
Andrew Moriarty, Bohler Engineering  
Bryce Morrison, Cape Fear Commercial, LLC  
Cameron Moore, BASE  
Kenneth Mentor, citizen

**I Meeting Called To Order**

Mr. Newsome called the meeting to order at 5:30 p.m.

**II. Approval of Minutes of September 12, 2013.**

Mrs. Batts made a motion to approve the minutes. Mr. Cox seconded the motion and it was carried.

**III. Site Plan Review**

Mr. Rademacher presented background material (See Attached Sheets).

Mr. Cox asked about the access road to Tortuga and Coretta.

Mr. Rademacher stated that it does not exist yet but that it would not be on this parcel, it is on outparcel H.

Mr. Cox asked if there were any plans for future space.

Mr. Moriarty stated that right now there were no plans, but that they could add 15,000 square feet that parking would allow.

Mr. Campbell asked if they could make the back prettier on the rear of the building.

Mr. Massa stated that they have designed a buffer zone so it won't be visible from behind.

Mr. Newsome stated that he was glad to see the parking spaces are bigger than normal.

Mr. Pasquantonio asked if this would be a 24 hour store.

Mr. Moriarty stated yes.

Mr. Newsome asked when would this project start.

Mr. Moriarty stated as soon as November and completed by May.

Mr. Campbell asked how many jobs will this store bring.

Mr. Afify stated 98.

Mr. Cox made a motion to approve the site plan review for Walmart Neighborhood market. Mr. Bartholomew seconded the motion and it was carried.

Mr. Mentor asked if members of the audience will be able to ask questions.

Mr. Rademacher stated that it is not a public hearing, it is a use by right, and you are welcome to speak during public comment time. Legally speaking if the developer can meet all the local ordinances the Town has a legal obligation to pass.

Mr. Mentor stated whether we like it or not.

Mr. Rademacher stated that just like a house in a neighborhood if you don't like it, same thing.

Mr. Mentor stated that there seems to be a cutoff point where it calls for a Public Hearing.

Mr. Rademacher stated that when building is 59,000 square feet it calls for Public Hearing. With this single building it is needed. They may not sell the other portion and add on. This project is similar to Harris Teeter. If this changes to be a full size Walmart then a conditional use permit would be required.

Mr. Mentor asked does this community need another grocery store.

Mr. Rademacher stated that it is not legal; it's no different than the town needing another ice cream shop, waves or pizza shop

Mr. Mentor stated that I do plan to follow up I am trying to learn

Mr. Rademacher stated that any citizen or corporation that owns a piece of property has a legal right and the same protections as a homeowner to meet the ordinance and meet the code to build on their property. Do we have to agree it's a great structure? It's their right.

Mr. Newsome stated that we must all understand that all citizens who own property have a right to use it. It is not the responsibility of the Planning Board nor do we have the right of to pick and choose what type of business one wished to build on his or her property.

Our responsibility is to see that any proposed business venture brought before us meets all the rules and regulations as set forth in the Zoning Ordinance of the Town of Surf City. Please know that we have personal opinions just as you do and at time we may not be at ease with a proposed project brought before us, but if it meets all regulations as set forth in the Zoning Ordinances of the Town of Surf City it will most likely be recommended for approval and move forward to Town Council where the final decision will be made.

#### **IV. Zoning Map Amendments**

- Charlie Medlin Drive from MFC to C-3

Mr. Rademacher presented background material (See Attached Sheets).

Mr. Cox asked if there is anything planned for this lot.

Mr. Rademacher stated that he may be moving his storage building or just preparing for future.

Mr. Pasquantonio made a motion to approve the map amendment as submitted. Mr. Johnson seconded the motion and it was carried.

- 122 N. Shore Drive from C1 to R5

Mr. Rademacher presented background material (See Attached Sheets).

Mr. Pasquantonio asked if he could do a duplex on this lot.

Mr. Rademacher stated that with the house that is there he could but he just built the house.

Mrs. Pasquantonio made a motion to approve the map amendment a submitted. Mrs. Batts seconded the motion and it was carried.

**V. Annexation**

100 Deer Run Road

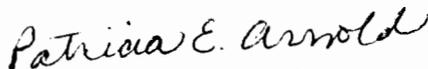
Mr. Rademacher presented background material (See Attached Sheets).

Mr. Johnson made the motion to approve the annexation zoning recommendation. Mr. Cox seconded the motion and it was carried.

**VI. Adjourn**

Mr. Cox made the motion to adjourn. Mr. Campbell seconded the motion, and it was carried.

  
Chairman

  
Oct 10, 2013  
Attest

**Surf City Planning Board  
Meeting Minutes  
November 14, 2013  
5:30 P.M.**

**The following members were present:**

Barry Newsome  
Larry Bartholomew  
Carl Johnson  
Teresa Batts  
Sally Edens  
Rick Benton  
Randy Cox  
Jimmy Campbell

**The following Community Development staff were present:**

Todd Rademacher-Planning Director  
Patricia E. Arnold-Administrative

**Other individuals present:**

None

**A. Meeting Called To Order**

Mr. Newsome called the meeting to order at 5:30 p.m.

**B. Approval of Minutes of October 10, 2013.**

Mr. Cox made a motion to approve the minutes. Mr. Bartholomew seconded the motion and it was carried.

**C. Zoning map Amendment – South Shore Drive – Jimmy Pierce from R10 to R5**

Mr. Rademacher stated that the applicant, Jimmy Pierce would like to rezone the property located south of the intersection of White Hills Lane and South Shore Drive. This property is also described as the property adjacent to the Channelbend subdivision to the south. The existing zoning is R10 residential and allows for single family homes and duplexes on minimum of 10,000 square foot lots.

The adjacent properties are a mixture of single family homes, duplexes and vacant land. Zoning for the adjoining properties are R5 which allows for the development of single

family homes and duplexes. The property also is the location of one of the Town's lift station sites. The land use plan calls this area Island Residential-High Density which is consistent with the development of single family homes and duplexes on smaller lots.

A rezoning to R5 would still allow for duplexes to be built but on lots that are a minimum of 8,500 square feet as opposed to 10,000 square foot lots, single family homes would be allowed on minimum 5,000 square foot lots as opposed to 10,000 square foot lots. In regard to minimum required setbacks R5 standards of 15 feet on the front, 7.5 feet on the sides and 20 feet on the rear. Setbacks for R10 would require a 25 foot front setback with the remaining setbacks being the same as R5.

Staff does recommend this rezoning as it is consistent with the uses proposed in the land use plan and would be compatible with all existing uses in the vicinity of this property.

Mrs. Batts made a motion to approve the map amendment as submitted. Mrs. Edens seconded the motion and it was carried.

**D. Planning Board Rules of Procedures**

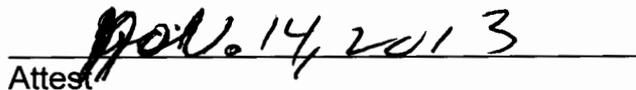
Chairman Newsome stated that under Section 4.1 of the proposed policy, Mr. Bartholomew has been appointed as Vice-Chairman. Rules of Procedures are attached.

Mr. Benton made the motion to approve the Planning Board Rules of Procedures. Mrs. Edens seconded the motion and it was carried.

**E. Adjourn**

Mr. Cox made the motion to adjourn. Mr. Bartholomew seconded the motion, and it was carried.

  
Chairman

  
Attest