



City of Southport

PLANNING BOARD MINUTES
July 19, 2012

MEMBERS PRESENT: Tish Hatem, Donnie Joyner, Marie Dailey, Martha Johnson, Fred Guerrina, Hilary Meehan, Dale McPherson, Chad Huggins

STAFF PRESENT: B. Wayne Strickland, Building Inspector
Michele Windham, Board Clerk
Jerry Haire, Contract Planner

BOARD OF ALDERMEN Mary Ellen Poole, Buddy Barnes
LIAISON:

Mrs. Tish Hatem, Chairman, called the meeting to order at 7:00 p.m.

Mr. Dale McPherson pronounced the invocation.

New Board members Ms. Hilary Meehan and Mr. Chad Huggins were sworn in by Michele Windham.

4. Approval of Minutes: June 21, 2012 regular meeting

Mrs. Martha Johnson motioned, second by Mr. Fred Guerrina to approve the June 21, 2012 regular meeting minutes. ***Unanimous vote; motion carried.***

5. Approval of Agenda

Mr. Donnie Joyner motioned, second by Ms. Meehan to approve the agenda. ***Unanimous vote; motion carried.***

6. Report

a. Introduction of contract planner

City Manager, Mr. Pat Thomas, introduced Mr. Jerry Haire with the Cape Fear Council of Government, who will be assisting staff with planning issues. City Manager Thomas pointed out Mr. Haire is a graduate of Appalachia State University, has many years experience as the Planning Director of the Town of Boone, North Carolina and Woodland, Colorado and will be dedicating two days a week to assist Southport as a contract planner.

b. Regional Transportation Planning Affiliation

City Manager Thomas updated the Board relative to Southport's involvement in a Rural Planning Organization (RPO) and the option to affiliate with the recently expanded Transportation Management Area (TMA) for the Myrtle Beach Grand Strand or the Wilmington TMA. Answering questions posed by the Board, he discussed the benefits and consequences of joining a TMA. He indicated the Board of Aldermen will need to advise one or both of the TMAs whether Southport has an interest in becoming a part of those planning organizations.

7. Public Comment

Mr. Richard Engels, 210 W. West Street, formerly with the U.S. Census Bureau, shared his understanding of and experiences with metropolitan planning organizations.

8. Old Business

a. Workshop; Howe Street Corridor Zoning Reclassification

Mr. Wayne Strickland explained that letters announcing the workshop were sent to affected property owners, notice was placed in the State Port Pilot and posted on the City Hall bulletin board. The letters included a map of the area and the Unified Development Ordinance Table of Permitted Uses detailing Highway Commercial (HC) and Business District (BD) uses. Mr. Strickland stated he had one person come see him to discuss the proposed zoning reclassification. He noted the area proposed for the zoning change lends itself more to business district than highway commercial as can be observed by the types and sizes of businesses in that area. Mr. Strickland discussed the history of establishing the BD zoning area only to the city limits and a recent use that was the impetus for review of extending the business district.

Mr. McPherson motioned, second by Mr. Guerrina to open public comment. **Unanimous vote; motion carried.**

Mr. Kurt Sheetz, 1301 N. Howe Street asked if the proposed zoning reclassification would require his business to hook up to City sewer or affect sign requirements. Mr. Strickland advised him the zoning had no bearing on sewer services or signage. Mr. Sheetz expressed his hope the City would be pro business while keeping the small town charm.

Mr. Buddy Barnes asked how the proposed zoning reclassification would affect the business owners. Mr. Strickland responded the setbacks are reduced, 0 building lot line, and no minimum lot size. Mr. Barnes noted the reduced setbacks could be advantageous to businesses.

Mrs. Johnson motioned, second by Mr. Guerrina to close public comment. **Unanimous vote; motion carried.**

b. Conditional Use Permit; Home Occupation, 309 E. Bay Street for Dorothea N. Buckingham (CUP 12-0530-01)

Mr. Guerrina raised concerns that the applicant was not present at a committee meeting to field questions about the operation of the proposed home occupation yoga studio. Mr. McPherson motioned, second by Mrs. Johnson to return the request to committee and arrange a time Ms. Buckingham can attend to answer specific questions. **Unanimous vote; motion carried.**

9. New Business; Howe Street Corridor Zoning Reclassification

Board Consensus in support of the proposed zoning reclassification. Chairman Hatem stated a report would be submitted to the City Manager for consideration of a joint workshop with the Board of Aldermen.

10. Other Business

Mrs. Johnson asked about the status of the grant for a sidewalk study. Mr. Haire stated the grant had been approved and would go through the administrative process with North Carolina Department of Transportation (NCDOT) for issuance of a request for proposal (RFP) for a consultant.

Mrs. Johnson asked for an update on way-finding signs and if the Planning Board and Mr. Haire would be involved in the process. Mr. Haire responded a grant had been approved, he was in the processing of familiarizing himself with the project file and sign types but was uncertain of the time frame. Chairman Hatem pointed out a grant was available from Electricities with matching funds from Downtown Southport.

Mr. Guerrina questioned if the Unified Development Ordinance (UDO) would need to be revised in the absence of a full-time Planning Director. Mr. Strickland stated a revision would not be required as the City Manager is the Administrator of the UDO and could delegate responsibilities.

11. Announcements

Mr. Joyner, speaking on behalf of the John Smith Cemetery Committee, expressed appreciation to all involved in a recent fund raiser. He stated \$2,000 was raised and a computer was given as a prize.

Adjournment

There being no further business, a motion to adjourn was made by Mr. McPherson, second by Mr. Huggins **Unanimous vote; motion carried.** The July meeting of the Planning Board adjourned at 7:58 p.m.

Submitted by Michele Windham
L:\PLBMINS\12-0719 Planning Board Minutes.wpd