



City of Southport

**PLANNING BOARD MINUTES**  
**February 16, 2012**

**MEMBERS PRESENT:** Tish Hatem, Donnie Joyner, Dale McPherson, Marie Dailey  
Richard Bandera, Fred Guerrina

**MEMBER ABSENT:** Martha Johnson

**STAFF PRESENT:** Amy Nelson, Planning Director  
B. Wayne Strickland, Building Inspector  
Michele Windham, Deputy City Clerk

**Board of Aldermen**

**Liaison:** Mary Ellen Poole

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

Mr. Dale McPherson pronounced the invocation.

Mr. McPherson motioned, seconded by Mr. Fred Guerrina to bring Ms. Marie Dailey on as a voting member in the absence of Martha Johnson. ***Unanimous vote; motion carried.***

**3. Approval of Minutes: January 19, 2012 regular meeting**

Mr. Donnie Joyner motioned, seconded by Mr. McPherson to approve the January 19, 2012 regular meeting minutes. ***Unanimous vote; motion carried.***

**4. Approval of Agenda**

Mr. McPherson motioned, seconded by Mr. Guerrina to approve the agenda. ***Unanimous vote; motion carried.***

**5. Public Comment**

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

Mr. Joey Brochure, PLS, representing Southport Development LLC, advised the Board that the Board of Aldermen had denied approval of Highland Park Subdivision preliminary site plan, Phase One due to the grinder pump system. He indicated the plan will be redesigned to gravity feed. Mr. Brochure added the name of the subdivision had been changed to *The Oaks at Highland Park*. The Planning Director, Mrs. Amy Nelson, advised that the preliminary plan will

be resubmitted to the Board of Aldermen only. Mr. Guerrina commented that all stamps on plans should be legible and he personally believed an engineering firm should prepare the stormwater plan.

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

## 6. Old Business

There was no old business.

## 7. Zoning Amendment ( # ZA 12-0119-01) Text Change; Unified Development Ordinance:

- a) **Article 2 Basic Definitions and Interpretations, Section 2-2: Definitions of Basic Terms, addition of, *Self Service Ice Vending Machine***
- b) **Article 10 Table of Permitted Uses, addition of *Ice Machine, Vending Self Service Stand-Alone***
- c) **Article 12 Zoning & Conditional Use Permit Approval, Section 12-19 Supplemental Regulations, addition of (58) *Self Service Ice Vending Units and Other Similar Uses***

Chairman Hatem reported the review committee had held two meetings, reviewed ice vending machine specifications from several companies and recommended adoption of the amendments permitting self service ice vending units as a conditional use in the business district (BD) and highway commercial (HC) zoning districts limited to 16 sq. ft. and 30 sq. ft. respectively Mr. McPherson pointed out the units would be an accessory use to an existing business or commercial entity. Mr. Guerrina disagreed with the size constraints and use as an accessory only. Mr. McPherson motioned, seconded by Ms. Dailey to recommend to the Board of Aldermen adoption of the text amendments, consistent with the CAMA Core Land Use Plan.

Aye: Mr. McPherson, Mr. Bandera, Mr. Joyner, Ms. Dailey

Nay: Mr. Guerrina

***Motion passed 4-1***

**Item to be forwarded to the Board of Aldermen**

Mr. Richard Bandera asked to be recused. Mr. McPherson motioned, seconded by Mr. Joyner to recuse Mr. Bandera. ***Unanimous vote; motion carried.***

## 8. Zoning Amendment Text Change: Unified Development Ordinance: Article 16, Off-Street Parking and Off-Street Loading Requirements (revised 12-13-07), Section 16-3

## **Minimum Parking Requirements, revision to *Special Situations* statement and addition of *Parking Exceptions* (ZA 12-0119-02)**

Mr. Strickland explained the proposed text amendment addresses parking in special situations for pre-existing undersized parcels in the business district. He indicated the revision would allow for the Planning Board to alter the number and location of parking spaces to be required in those situations. Mr. Strickland and Mr. Guerrina briefly discussed the parking situation for Mr. P's Restaurant. Mr. McPherson expressed support for the text amendment. Mrs. Nelson pointed out the added flexibility to be realized for someone wishing to start a new business. Mr. McPherson motioned, seconded by Ms. Dailey to recommend to the Board of Aldermen adoption of the text amendment, consistent with the CAMA Core Land Use Plan.

***Unanimous vote; motion carried. Item to be forwarded to the Board of Aldermen.***

### **9. Jonas Creek Subdivision**

Mr. Owen Gidlow, PLS, North State Surveyors PLLC, presented the revised preliminary plat dated February 7, 2012, of Jonas Creek PUD Phase 1 for Cottage Point, LLC. Mr. Gidlow explained the revision accommodates the addition of Lot 1 Phase 2 of Cottage Point Subdivision, changes the property lines of Jonas Creek Lots 18, 19, 20 & 21, allows for the original extension of Arabella Lane and eliminates the awkward curve, incorporates placement of the mailbox kiosk and provides additional open space. Mrs. Nelson advised Mr. Gidlow the revised preliminary plat would have to be approved by the Board of Aldermen. Mr. McPherson expressed his appreciation the awkward intersection had been redesigned. Mr. McPherson motioned, seconded by Mr. Guerrina to recommend approval of the revised Jonas Creek PUD Phase 1 preliminary plat to the Board of Aldermen. ***Unanimous vote; motion carried. Item to be forwarded to the Board of Aldermen.***

Mr. McPherson motioned, seconded by Mr. Guerrina to re-seat Mr. Bandera. ***Unanimous vote; motion carried.***

### **10. Discussion; Complete Streets**

Mrs. Nelson provided information about *Complete Streets* policy elements:

- Includes a vision for how and why the community wants to complete its streets
- Specifies that 'all users' includes pedestrians, bicyclists and transit passengers of all ages and abilities, as well as trucks, buses, emergency vehicles, and automobiles.
- Encourages street connectivity and aims to create a comprehensive, integrated, connected network for all modes.
- Is understood by all agencies to cover all roads.
- Applies to both new and retrofit projects, including design, planning, maintenance, and operations, for the entire right of way.
- Makes any exceptions specific and sets a clear procedure that requires high-level approval of exceptions.
- Directs the use of the latest and best design criteria and guidelines while recognizing the need for flexibility in balancing user needs.
- Directs that Complete Streets solutions will complement the context of the community.
- Establishes performance standards with measurable outcomes.
- Includes specific next steps for implementation of the policy

Mrs. Nelson indicated the North Carolina Department of Transportation (NCDOT) recommended the City incorporate a policy for Complete Streets so that when new streets are put in or old streets are re-worked, addition of bike lanes, sidewalks, pedestrian refuge

islands, etc. can be considered by NCDOT. Mrs. Nelson pointed out it would not be necessary to join the National Complete Streets Coalition or adopt an ordinance. A resolution by the Board of Aldermen would be sufficient. She added she would research further what parts of a policy the City would need to adopt, the pros and cons, and what would be needed to get commercial businesses to comply. Further discussion anticipated during the April regular meeting.

#### **11. Other Business**

There was no other business.

#### **12. Announcements**

There were no announcements.

Mr. McPherson motioned, seconded by Mr. Guerrina to release Marie Daily from voting capacity. ***Unanimous vote; motion carried.***

#### **Adjournment**

There being no further business, a motion to adjourn was made by Mr. McPherson seconded by Mr. Bandera. ***Unanimous vote; motion carried.*** The February meeting of the Planning Board adjourned at 7:56 p.m.

Submitted by Michele Windham  
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