

TOWN OF PINE KNOLL SHORES

Appearance Commission
Regular Monthly Meeting
June 20, 2024 — 2:00PM



AGENDA

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| I. | CALL TO ORDER AND PLEDGE OF ALLEGIANCE | VICE CHAIR HOLLAND |
| II. | APPROVAL OF THE AGENDA
(Motion to add or delete an item will be entertained prior to approval.) | VICE CHAIR HOLLAND |
| III. | APPROVAL OF MINUTES FROM May 16, 2024 | VICE CHAIR HOLLAND |
| IV. | VOTE OF ABSENCES | VICE CHAIR HOLLAND |
| V. | STRATEGIC PLANNING COMMITTEE REPORT | VICE CHAIR HOLLAND |
| VI. | UNFINISHED BUSINESS | TOWN PLANNER |
| VII. | NEW BUSINESS
a. Major Landscape Permit Roosevelt Reserve | TOWN PLANNER |
| VIII. | PLANNERS REPORT | TOWN PLANNER |
| IX. | JUNE INSPECTION SCHEDULE | VICE CHAIR HOLLAND |
| X. | PUBLIC COMMENT
Citizens are allowed to voice Town-related concerns and opinions during this time. Before speaking, each participant must sign in on the speaker roster list at the Clerk's Desk before speaking. Speakers will be heard on a first-come, first-served basis. Each speaker will be given up to three (3) minutes. | |
| XI. | ADJOURNMENT | VICE CHAIR HOLLAND |



APPEARANCE COMMISSION
REGULAR MONTHLY MEETING
May 16, 2024 — 2:00 p.m.
Meeting Minutes

Call to Order and Pledge

Chairman Felch called the meeting to order at 2:00pm on Thursday, May 16, 2024. Members present were Penny Holland, Arthur Stadiem, Martha Edwards, Mary MacDonald, Simone Pate, Steve Sheppard, Danni Bruno, and Walter Steele. Staff present included Town Planner Charlie Rocci and Town Clerk Missy Shine. Eddie Stallings was absent.

Approval of Agenda

Member Stadiem motioned to approve the agenda as presented with a second from Member Sheppard. The motion passed unanimously.

Approval of Absences

Member Edwards motioned to approve Eddie Stallings as an excused absence, with a second from Member Sheppard. The motion passed unanimously.

Approval of Minutes

Member Stadiem motioned to approve the April 18, 2024, minutes as amended with a second by Member Steele and passed unanimously.

Strategic Planning

The Strategic Planning Committee worked out a plan so that members are going to meet with all the other committees, HOA's and other community groups. They are going to come out and explain what the strategic plan is to each group to make sure we are working toward the same strategic plan. They will send two members to come to the AC meeting to discuss the strategic plan.

Unfinished Business

Town Planner, Charlie Rocci presented a major landscape permit application for The Crystal Coast Hotel previously known as the Clam Digger Inn and the Inn at PKS. Member Stadiem made a motion to approve the plan with a second from Member Bruno and passed unanimously.

New Business

Today there are two site visits, the first is at 103 Roosevelt Drive. Not much existing vegetation. The next lot is 265 Oakleaf Drive. It is a heavily wooded property. They have met stormwater and impervious coverage requirements. The homeowners are very concerned with the community's values.

Public Comment

Anne Bures – 277 Salter Path Road Unit 63- Member of the Council on Successful Aging – we are looking to get our name out so that you can advocate for us as well. We are trying to communicate the resources for those who are aging, aging in place. Activities they may get to participate in or contribute to. I wanted to introduce our platform and what we can do to assist with anything.

Member Edwards stated that the Garden Club has a new theme for the year. There is a Crystal Skipper Butterfly that only lives from Fort Macon to Topsail Beach. Since it is native to us, we are trying to plant the Coastal Blue Stem grass that the butterfly lays its eggs in and has two lifecycles in a season.

Member Steele recommended looking into zoom or team meetings to replace GoToWebinar.

June Inspection Schedule

2-8: SP and ES

9-15: DB and MM

16-22: AS and SS

23-29: WS and ME

Public Comment

Adjournment

Member Bruno motioned to adjourn with a second from Member Sheppard. The motion passed unanimously.

Missy Shine, Town Clerk