

**TOWN OF PINE KNOLL SHORES**  
**PLANNING BOARD**  
**SPECIAL MEETING**  
January 23, 2019— 6:00 p.m.  
Meeting Minutes

The Pine Knoll Shores Board of Commissioners held a special joint meeting with the Planning Board at 6:00 p.m., Wednesday, January 23, 2019, in the Board Room of Pine Knoll Shores Town Hall. The following were in attendance:

**Board of Commissioners Present:**

Ken Jones (Mayor), Clark Edwards (Town Commissioner), John Brodman (Town Commissioner), Bill Knecht (Town Commissioner), Larry Corsello (Town Commissioner) and Ted Goetzinger (Town Commissioner)

**Planning Board Members Present:**

Bob Holman, Doug Browne, Kathy Werle, Ike Pipkin, Bud Daniels, George Greene, and Paul Payne (Chairman). Members Michelle Powers, Marsh Cobin, and Bruce Beasley were absent.

**Staff Present:** Brian Kramer (Town Manager), Kevin Reed (Town Planner), Neil Whitford (Town Attorney) and Sarah Williams (Town Clerk).

Mayor Jones welcomed everyone, called the meeting to order, and led them in the Pledge of Allegiance.

**Approval of the Agenda**

The Agenda was approved unanimously on a motion by Commissioner Corsello with a second by Commissioner Knecht.

**Disclosures and Conflicts of Interest**

There were no disclosures or conflicts of interest.

**Public Comment**

Suzanne Wheatcraft, 2 West Court, asked the Board to consider the scientific method when discussing changes to the major landscape permit review process

Christine Voss, 106 Locust Court, changes to the major landscape permit review process could have a broad impact to the landscape/uniqueness of the town

Jimmie Beckom, 123 Oakleaf, said it was up to the elected officials and committees to set policy and directions for the town and ensure staff followed those directions

Amry Cox, 260 Oakleaf, asked the Board to take time to think about changing the process

Susan Phillips, 289 Oakleaf, wanted key players involved in the decision making process

Robert Cox, 260 Oakleaf, asked to defer action and create a committee to discuss making changes to the process

### **Unfinished Business**

#### **Major Landscape Review Process**

Town Manager Kramer presented the CAC with a presentation on the major landscape review process. The presentation is included herein by reference and attached to these minutes.

Mayor Jones asked for Chairman Payne to summarize the meeting from the January 22, 2019 Planning Board meeting. Chairman Payne explained that the Planning Board had passed a recommendation to change the major landscape review process at their November meeting, with one dissenting vote. In December, the Planning Board passed an inconsistency statement. At their January meeting, 3 members wanted to pass the changes to the major landscape permit review process and 5 did not. Everyone was in agreement that they can do better, some members felt rushed and wanted more time. Some wanted to see what the new process would look like, step-by-step and others wanted to know why the change was needed. Everyone wanted citizen involvement and site visits.

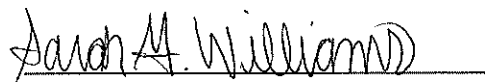
Steve Felch, Chairman of the Community Appearance Commission said that the CAC was struggling internally to reach a consensus but that they were in agreement that they wanted to keep site visits. The CAC did not have a quorum at their January meeting and he wanted his Committee to make an informed decision.

There was discussion about the value of site visits and the six criteria that are used for a major landscape permit process and whether they were the correct criteria to be using.

Commissioner Edwards made a motion that a committee be formed with a make-up of 2 members each (2 from the Planning Board, 2 from the CAC) and their Chairman, along with a Commissioner to meet and work out an acceptable plan of procedural input to the single family major landscape permit review process and that they report to the Board of Commissioners at their March 13<sup>th</sup> meeting. Commissioner Goetzinger made the 2<sup>nd</sup>, with discussion. Attorney Whitford explained that there was a possibility that a public hearing would need to be called for if there were any changes in addition to the proposed draft. Commissioner Knecht expressed concerns that March 13<sup>th</sup> was too soon. The motion passed 4-1 with Commissioner Knecht dissenting. Planning Board member Daniels said that site visits were valuable but legally, when everything was to code they could build what they wanted. However, the ordinances could be re-written. Commissioner Knecht said he didn't want to lose sight of volunteer experience and that he'd like to see the CAC and Planning Board involved in the input. He would like the Planning Board to focus on land use.

**Adjournment**

The Board Adjourned on a motion by Commissioner Goetzinger with a second by Commissioner Brodman that passed unanimously at 7:32 p.m.

A handwritten signature in cursive script, reading "Sarah G. Williams", is written over a horizontal line.

Sarah G. Williams, Town Clerk