



APPEARANCE COMMISSION
REGULAR MONTHLY MEETING
August 15, 2024 — 2:00 p.m.
Meeting Minutes

Call to Order and Pledge

Chair Felch called the meeting to order at 2:00pm on Thursday, August 15, 2024. Members present were Martha Edwards, Mary MacDonald, Simone Pate, Walter Steele, Eddie Stallings, Penny Holland, Julia Ducharme, Arthur Stadiem. Also present included Town Planner Charlie Rocci and Town Clerk Missy Shine. Danni Bruno and Steve Sheppard were absent.

Approval of Agenda

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

Approval of Absences

Member Holland motioned to approve Danni Bruno and Steve Sheppard as excused absences with a second from Member Stadiem. The motion passed unanimously.

Approval of Minutes

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

Strategic Planning

Jeanne Biddle presented the Strategic Plan and a PowerPoint presentation. The Strategic Planning Committee is focused on outreach with a goal of receiving feedback and continuous improvement. There are seven areas in the Strategic Plan that include fiscal planning, infrastructure, sense of community, natural resource management, public safety and disaster planning, resilience, and managing growth. What are we missing from the Strategic Plan? How can we improve the Strategic Plan to meet the goals of the Appearance Commission as well as the citizens of Pine Knoll Shores. Please submit feedback and the Strategic Planning Committee will gather all of the information and share it with everyone.

Member Steele asked about what the threats are that pertain to the Appearance Commission. Strategic Planning Committee member Jeanne Biddle answered that the identification of threats was specific to the town of Pine Knoll Shores, it's very broad. We identified threats that were political, legal and environmental, all different areas. Awareness, education and communication are important.

Member Stallings stated that he would be emphatically imposed to any restructuring that makes it more difficult to build and thrive in Pine Knoll Shores. I believe what we are doing here is making it nearly impossible to build on certain lots and that is bad.

Chair Felch recognized Mary Macdonald for her 21 years of service to the Appearance Commission. Today was her last meeting as an Appearance Commission Member.

September Inspection Schedule

1-7: AS and SS

8-14: WS and JD

15-21: PH and SP

22-28: ME and DB

Planners Report

Town Planner, Charlie Rocci, stated that he wanted to clarify Eddie's question during the Strategic Planning conversation. We are talking about two different documents. The Strategic Plan is what guides the town in decision making processes and how we look at the overall vision of the town and what objectives we are trying to achieve in our decision-making process. The Unified Development Ordinance is the land use code. How people can develop land and all of the building restrictions that we have. They are not directly related but The Unified Development Ordinance should represent the strategic goals within the strategic plan so if there is a disconnect you may have to go in and change some things. As we go through the UDO we are using that Strategic Plan as a guide.

There are four single family landscape permits that will be reviewed today. I understand there is some questions about the site work prep. At 137 Roosevelt, I spoke with the owner last week and they raised concern that if they were to prune out the entire property it would get rid of all of the vegetation. Instead of them clearing the entire lot for a site visit I wanted to make sure that it was done while under a permit. Member Edwards asked if they put lines down. Charlie stated that they were not there, they could not get onto the property without clearing everything. The builder will be there for guidance and it's more of a replanting project.

Site Visits:

2:30: 159 Salter Path Rd.

3:00: 132 Cedar Rd.

3:30: 137 Roosevelt Drive

4:00: 130 Dogwood Circle

Adjournment

Member Edwards motioned to adjourn with a second from Member Stadiem. The motion passed unanimously.

Missy Shine, Town Clerk