

---

**Town of Nags Head  
Planning Board  
June 21, 2022**

The Planning Board of the Town of Nags Head met on Tuesday, June 21, 2022, in the Board Room at the Nags Head Municipal Complex.

Chair Vaughan called the meeting to order at 9:00 a.m. as a quorum was present

***Members Present***

Megan Vaughan, Kristi Wright, Molly Harrison, Meade Gwinn, Megan Lambert, David Elder, Gary Ferguson

***Members Absent***

None

***Others Present***

Kelly Wyatt, Kate Jones, Lily Nieberding

***Approval of Agenda***

Chair Vaughan asked for a motion to approve the agenda. David Elder moved to approve the agenda as presented. Kristi Wright seconded, and the motion passed by unanimous vote.

***Public Comment/Audience Response***

None

***Approval of Minutes***

Chair Vaughan asked for a motion to approve the minutes of the May 19, 2022, meeting. David Elder moved to approve the minutes as presented; Kristi Wright seconded, and the motion passed unanimously.

***Action Items***

*Site Plan Review submitted by Albemarle & Associates, Ltd. on behalf of BK Associates, for the construction of a three-story mixed-use structure (office and residential). The property is zoned C-2, General Commercial and is located at 4413 S. Croatan Highway.*

Planning Director Kelly explained that the Planning Board reviewed this proposal at a previous meeting as part of the sketch plan phase. A lot of the comments heard during that meeting as well as some comments received by Staff during the sketch plan phase have now been incorporated into the revised submittal.

The Special Use/Site Plan Review was submitted by Mike Morway of Albemarle & Associates, Ltd. on behalf of BK Associates.

The proposal is for the purpose of constructing a three-story, mixed-use structure with parking beneath and all associated site improvements for the property located at 4413 S. Croatan Highway.

The existing land use is Vacant, the property is zoned C-2, General Commercial Zoning District and is located just South of The Barn Event Space.

Ms. Wyatt noted that the property is located in an X Flood Zone, but per local town ordinance the property is subject to an RFPE/LES of 9 ft.

The proposed first floor of habitable space (commercial office) will be elevated above the 9-foot RFPE. The entry/access from the parking lot is designed to be at an elevation of 7.9 feet. This space will not be conditioned; however, a heater will be provided in the sprinkler closet and construction will be flood resistant.

The 2017 Comprehensive Plan Future Land Use Map classifies this property as Neighborhood Commercial. This proposal is consistent with this land use classification and stated Land Use Policies.

Ms. Wyatt presented the site plan and proceeded to review the applicable Zoning Regulations:

- "Mixed Use Development" is a permitted use within the C-2, General Commercial District, with some supplemental regulations. The applicant has stated that the first-floor commercial use will likely be professional office but may be another allowable use pursuant to Section 7.32 so long as the required parking requirement is met. The residential component of a mixed-use development shall not exceed sixty-six (66) percent of the gross floor area of a building containing three (3) habitable floors; as proposed, the residential component is 63.3% of the gross floor area of the building and is therefore compliant.
- Total allowable lot coverage for this site is 55%. Proposed lot coverage is 47.6% and is therefore compliant.
- The maximum height within the Town is 35 feet; however, total height may be increased to 42 feet with the use of an 8:12 roof pitch or greater. The applicant has proposed a structure with an overall height of 33.5 feet with the use of an 8:12 roof pitch therefore height is compliant.
- Commercial Design Standards shall apply to all building construction or remodeling projects requiring a conditional use permit or site plan review. This project must adhere to the Commercial Design Standards set forth within Part VI of the UDO. Section 10.83, Design Standards, of the UDO, states that projects adding a total habitable building area of 10,000 square feet or less may elect to comply with the building design requirements by achieving 150 points based on the criteria outlined in the Town of Nags Head Residential Design Guidelines.

Projects that elect to comply in this manner shall, in addition to the required 150 architectural design points, incorporate specific building standards into the design. The proposed architectural design satisfies the minimum standards required by Section 10.83 and additionally achieves 151 architectural design points with the use of a second-floor porch, dormers, coastal watch tower, 8:12 pitched roof, wood shingles and other miscellaneous architectural details.

- Pursuant to Article 10, Table 10-2, Required Parking by Use, Professional Office Use, including General Business, Financial, Real Estate Sales, Insurance, Attorney, Accountant, Mortgage, shall provide parking at one (1) space per office or workspace plus a minimum of two (2) customer parking

spaces. There are two office spaces proposed necessitating 2 parking spaces. The applicant anticipates one of the proposed offices will have an additional workstation, necessitating one additional parking space for a total of seven (7) required parking spaces. The residential component shall provide parking at a minimum of two (2) parking spaces for each dwelling unit plus 0.5 spaces for each bedroom over two (2). The four apartments each contain two bedrooms, requiring a total of eight (8) parking spaces. The proposed mixed-use development requires a total of 15 parking spaces plus one loading zone. The applicant has provided 14 parking spaces and is requesting consideration of reduction of one parking space with the placement of a bicycle rack pursuant to the requirements of Section 10.15.2.5. of the Unified Development Ordinance, Reduction of Required Parking for Commercial Uses with the use of Bicycle Rack by Special Use Permit.

With regard to the loading zone requirements, the Town Engineer has determined that based upon the anticipated use a standard parking space can suffice for the loading space. The applicant has indicated that parking space #7 or #8 would serve as the loading zone and be striped as such. While, Section 10.92.14.4 of the UDO, Surface Materials, requires a minimum of twenty (20) percent of the surface area of the parking area and drive aisles to be constructed of permeable surface material, the majority of the required parking is provided beneath the structure, making compliance with this section of the UDO difficult.

- Several sections of the Unified Development Ordinance speak to Buffering and Landscaping as it applies throughout this proposed site:
  - The proposed parking along the western boundary, adjacent to US 158 and along the southern boundary, adjacent to Danube Street is located beneath the proposed structure however, one row of shrubs and herbaceous plants and grasses has been proposed in this area.
  - Commercial Transitional Protective Yards, requires increased landscaping to be provided and maintained when non-residential land uses are adjacent to a residential use or residential zoning district. This protective landscape buffer is required to be ten (10) feet in width with two rows of acceptable plant material. Properties to the east are developed residentially and this protective yard will be required along the eastern boundary line. A compliant commercial transitional protective yard has been proposed along the entirety of the eastern property boundary.
  - Interior Parking Lot Landscaping is required to be provided at a minimum rate equal to ten percent of the total area of the parking spaces. The minimum area necessary for compliance is 125 square feet of vegetation, this has been proposed and is therefore compliant.
  - Vegetation Preservation/Planting Requirements requires that new development projects either preserve a minimum of ten (10) percent of the lot's total area with existing natural vegetation and/or dune elevations or plant new vegetation in lieu of preservation. When existing vegetation cannot be preserved, the planting of a minimum of fifteen (15) percent of the lot's total area shall be required.

Ms. Wyatt noted that existing vegetation on this site is sparse and cannot be preserved to meet the intent of this section therefore, the applicant has proposed to plant 15% of the lots total area in new vegetation. Approximately 2,025 square feet of area must be vegetated to meet, 2300 square feet of vegetation has been proposed and is therefore compliant.

- A lighting plan compliant with the requirements of Article 10, Part IV of the Unified Development Ordinance will be required prior to the issuance any development permits. In addition, a light audit will be required prior to issuance to occupancy permits
- No additional signage is being proposed at this time.

The applicant is currently working with the Dare County Health Department for wastewater approval. Staff anticipates having this authorization prior to consideration by the Board of Commissioners.

Traffic circulation and Stormwater management have been reviewed and approved by the Town Engineer as conditioned on those agreed upon items as noted in the correspondence from Mike Morway dated June 17, 2022. Ms. Wyatt reviewed for the Board how the applicant had addressed some of their questions with regards to Stormwater Management.

Fire has reviewed the plan; the project will be required to comply with all applicable NC Fire Prevention Code requirements as part of building permit application review and issuance.

The Public Works Director has reviewed and approved the proposed site plan as presented.

Staff finds that the proposal is consistent with the applicable use and development standards, as well as relevant land use policies. Based upon Staff's review of the proposal and the items agreed upon in the correspondence from Mike Morway dated June 17, 2022, staff recommends approval of the Special Use/Site Plan Review as presented.

Ms. Wyatt stated that she as well as engineer Mike Morway and architect Mark Kasten were present and available to answer any questions for the Board.

Mr. Gwinn stated he liked the proposal and believes that it was well thought out.

Chair Vaughan agreed noting that they had reviewed the proposal during the Sketch Plan review process and that the applicant had addressed their questions/concerns.

There being no questions, David Elder moved to approve the Special Use/Site Plan as submitted. Kristi Wright seconded, and the motion passed unanimously.

Mike Morway thanked Ms. Wyatt and staff for their help in getting them to this point.

*Sketch Plan Review submitted by House Engineering, P.C. for construction of a four-story, 90-unit Hotel (The Inn at Whalebone). The property is zoned SPD-C, Village Hotel, located within the Hotel Overlay District and is located at 6632 W. Pheasant Avenue.*

Ms. Wyatt explained that pursuant to the Unified Development Ordinance, a sketch plan review is mandatory for all new development other than one- and two-family dwellings, in cases where new construction and/or additions have a total habitable building area that is 5,000 square feet or greater.

As noted in the UDO, "The purpose of the sketch plan is to review projects at a conceptual level for consistency with the requirements of the commercial design standards and the UDO in general. This review should be done at the early stages of project development in order to allow for meaningful input and substantive changes to the design, if necessary. Documentation is not required to be as complete as the formal review. However, it should include rough site plan sketches with the building and parking layout, building renderings, and a narrative describing the proposed project and how it is consistent with the Town development requirements. The applicant is encouraged to incorporate the recommendations of the UDO Administrator and/or the Planning Board into the development plan before submittal of the formal site plan.

Ms. Wyatt stated that this proposal is very preliminary, just at the sketch plan phase and if it can get through this review and all items are addressed it will be coming back to the Board with much more detail provided.

Ms. Wyatt explained that the package had been submitted by House Engineering. The project consists of the construction of a four-story, 11,215 square foot, 90-unit Hotel along with all necessary site improvements. The property is zoned SPD-C Village at Nags Head Hotel District and is located within the Hotel Overlay District. Hotel is a permitted use and subject to the supplemental standards required by the UDO.

Ms. Wyatt noted that what was not included in the Board Packet is the section for the Village Hotel and the applicant has been made aware of that.

Ms. Wyatt gave a brief history on the property, hotels and the creation of the hotel overlay district and explained that in 2005 property owner had petitioned to have this property rezoned to Village Hotel in order to have the ability to connect their wastewater to the Village treatment facility.

Ms. Wyatt noted that the applicant has shown the entirety of their septic system on-site and are not proposing a connection to the Village treatment facility so they will not need to seek a waiver from the Board of Commissioners.

At this time, the Planning Department, Town Engineer, Public Works Director, and Fire Department have provided comments on the sketch plan package. Staff anticipates additional comments will likely be provided by Building Inspections when more details are provided, such as Appendix B with engineered Plumbing, Mechanical and Electrical. These comments were included in the agenda packet for the Board's review. These comments should not be considered comprehensive and reflect design concerns or potential compliance issues. Additional comments may result as more detailed plans and information is provided.

Ms. Wyatt stated that she had done the Zoning review and would be happy to answer any questions for the Board or the audience. Ms. Wyatt proceeded to review the site plan for the Board. The property in question is adjacent to the Duck-thru gas station with frontage on US 158 and Lakeside Drive. The applicant is proposing access off Lakeside as well as Croatan Highway and Ms. Wyatt pointed out that the Town Code would encourage that the applicant look at their off of a side street as opposed to a cut on US 158. Access from US 158 will require approval from NC DOT.

Ms. Wyatt then explained that the property essentially has three levels of consideration, C2, Hotel Overlay as well as the Village. Ms. Wyatt stated that the plan was generally compliant with the standards of the Hotel Overlay however the Hotel Overlay doesn't speak to buffer yards, which in this case the Village Hotel District standards would apply. When Staff realized that this had been left out of the initial review the applicant was informed and he has provided a revised site plan. Ms. Wyatt presented the revised site plan for the Board. Ms. Wyatt then presented some renderings for the Board which include architectural elements such as coastal watch towers, dormers and residential style windows.

Ms. Wyatt stated that she as well as Bryan Seawell from House Engineering was present and available to answer any questions.

Ms. Wyatt confirmed for Mr. Gwinn that what they initially received only has the hotel overlay, and the revised plan that Ms. Wyatt presented covers the Village as well. Ms. Wyatt confirmed for Mr. Gwinn that the applicant will need approval from the Village ACC.

Mr. Ferguson stated that there is or used to be a state law that would obligate the property to tie into the central sewage system. Ms. Wyatt stated that she was not familiar with that State standard and was not aware of a regulation that would mandate that they tie into the Village system. In fact, since

this property wasn't part of the original Planned Development it would have needed a waiver to tie-in to the system. Mr. Ferguson also believes that the development would need to be part of the Village Stormwater Management system. For this reason, he does not believe the State will authorize the project. Ms. Wyatt stated that Staff reviewed it from a Town Ordinance (perspective) and if there are State implications that would change this it will be taken care of prior to it coming back for a formal review.

Mr. Seawell explained that the engineering of systems that would fit on the site did not exist back in 2005 and that is probably why Mr. White wanted to tie-in to the Village Treatment Plant. At that time they (the applicants) were adamantly told No and that Carolina Water did not have the capacity to handle that kind of volume. However, Mr. Seawell explained that septic systems have improved in the last several years and they can now have one onsite.

With regards to Stormwater, they are proposing to capture it on-site. Currently the Stormwater from the gas station goes into their property so they have proposed measures to improve that as well. Their intent is to have collection basins under the drive aisles and retain the water underground.

Mr. Seawell confirmed for Ms. Harrison that unless the State mandates it (as Mr. Ferguson suggested), they would prefer not to discharge to the ditch.

Mr. Seawell stated that they wanted to get through the Sketch Plan process first and their next step will be to start looking at State requirements/permitting. They are already aware that they may need to increase the size of the basins and the pipes to meet those requirements.

Mr. Seawell confirmed for Ms. Lambert that their intent is to keep the basins dry and retain as much of the water underground in tanks.

Deputy Planning Director Kate Jones explained to the Board a little about how these types of Stormwater measures works noting that storage under permeable paving will depend on seasonal high-water tables.

Mr. Seawell stated that they are proposing to install measuring wells to determine water levels.

Mr. Seawell confirmed for Mr. Gwinn that there are numerous ways to retain the water underneath such as using drop inlets that go into a tank if needed. They will need to determine water depths when they do the borings.

David Neff also of House Engineering addressed the Board and explained that tanks would be a last resort; they would prefer to use the permeable pavers.

Ms. Lambert noted that the water table is high in that area.

Mr. Seawell confirmed for Ms. Harrison that they are proposing under four feet of fill.

Ms. Wyatt confirmed for Chair Vaughan that Staff will require an official subdivision but does not foresee any problems with this.

Mr. Seawell confirmed for Ms. Lambert that they have not proposed any employee housing as part of this development.

Mr. Seawell confirmed for Mr. Gwinn that they envision four employees per shift: cleaning staff and front desk staff; they are not proposing to have a restaurant.

Ms. Harrison and Mr. Seawell discuss the proposed access from Lakeside; Ms. Harrison is concerned about traffic as Lakeside Street is already small and the gas station already causes quite a bit of traffic for that neighborhood.

Mr. Seawell confirmed for Ms. Harrison and Mr. Gwinn that they already have a lighting plan with minimal light pollution for the residents.

Ms. Wyatt confirmed for Mr. Ferguson that the Forrest Street right of way was not abandoned and it still exists. While it may be used by the occupants of the hotel, the applicants have not expressed an interest in creating a walkway.

Ms. Wyatt also confirmed that access to the beach is not a requirement of the Hotel Overlay District, and that the applicant is proposing fencing on the west and north boundary.

Ms. Harrison and Ms. Lambert both expressed concern about hotel guests crossing the bypass to get to the beach.

Mr. Seawell thanked the Board for their feedback noting this stage is very crucial to the process; Mr. Seawell also reminded the Board that there hasn't been a hotel built in Nags Head in a long time, so this is a unique project.

The Board took a brief recess; the time was 10:20 AM.

The Board reconvened at 10:30 to hear the next Action Item.

*Consideration of a Text Amendment to the Unified Development Ordinance submitted by George E. Goodrich to modify the maximum allowable gross floor area within each unit of a conforming Cottage Court and increase the allowable stories. Originally heard by the Planning Board at their April 19, 2022 meeting, applicant has revised request per Board of Commissioners.*

Ms. Wyatt explained that at their June 1, 2022 meeting the Board of Commissioners heard this requested text amendment to the Unified Development Ordinance. At that time, the Board of Commissioners passed a motion to table consideration of this amendment and to forward it back to the Planning Board for their consideration with the following direction: To maintain diversity within the cottage court to consider allowing some increase in gross floor area beyond the current 1,500 square foot maximum, and to permit some number of two-story units within the cottage court.

Ms. Wyatt noted that a link to a video of the June 1, 2022 meeting was provided as part of the Agenda Packet in case the Planning Board was interested in listening to the Commissioners' comments from start to finish.

At that meeting, several Commissioners noted that they would not be opposed if no more than 1/3 of the cottage court units were to be increased to two-stories. Acknowledging that the applicant's requested increase in gross floor area from 1,500 square feet to 2,000 square feet was excessive, it was suggested that consideration could be given to increasing the total allowable gross floor area to 1,750 square feet.

Previous staff recommendation from the Planning Board's May 19th meeting was that a maximum gross floor area of 2,000 square feet is more in line with that of a single-family dwelling, and not that of a "cottage". Going back to conversations from the Focus group a lot of conversation about diversity centered around having diversity of accommodations for visitors: large oceanfront dwellings, cottage courts, hotel rooms, etc.

Staff continues to have this concern with a proposed increase in allowable gross floor area. Staff ran a rudimentary analysis of single-family residential structures in the Nags Head Cove Subdivision and Northridge Subdivision to get an idea of what the average home size in these neighborhoods are. The average size of single-family dwellings within Northridge is approximately 1,540 square feet. The average size of single-family dwellings within Nags Head Cove is approximately 1,366 square feet. Based on this review, Staff remains of the opinion that increasing the maximum allowable gross floor area for "cottages" within a conforming cottage court beyond the existing 1,500 square feet would be more in keeping with the size and area of a single-family dwelling.

Ms. Wyatt stated that she, as well as applicant Eddie Goodrich were available to answer any questions for the Board.

Ms. Wyatt confirmed for Chair Vaughan that they may want to add the language back in that states that at least 1/3 of the units shall not exceed 1-story. Ms. Wyatt confirmed that this was a staff error and that the applicant did not make this request.

Applicant Eddie Goodrich addressed the Board. Mr. Goodrich stated that the Cottage Courts that were built in the 50s and 60s were built prior to any ordinances and before there was a Town. There were no parking requirements, no Stormwater, no flood insurance, no lot coverage. The times have changed since then. Mr. Goodrich that a builder will build to whatever the maximum is, having different number of allowable stories and square footage would accomplish the goal of diversity.

Mr. Elder noted that he was part of the Focus Group and the decision to reduce the square footage to 1500 was not arbitrary but rather done with comment and input. Mr. Elder noted that as he understands it a "cottage" is below the standards of a single-family dwelling, yet the request is asking to meet and exceed the standard that is average in the rest of the town. Mr. Elder feels that the only thing that has changed since those original cottage courts is the level of development, but human dimensions have not changed.

Mr. Gwinn noted that if they are seeking diversity, they could get it at 1750 square feet but they could also get it at 1500 square feet or less depending on the design. Mr. Gwinn reminded the applicant that they are looking to build a cottage court not a subdivision.

Chair Vaughan noted that based on what she's read the Town is looking for diversity of accommodations. It's hard to define small or large, but a cottage court gives people another option other than just another 1750 or 2000 or larger rental home. (By increasing the size) the town is drifting away from what the goal was. The town did away with cottage courts and then brought them back because they wanted to encourage this diversity. We've got enough large structures with 20 or more people in them, so let's give people another option.

Mr. Elder noted that additional square footage means additional bedrooms which lead to parking and access issues. Additional square footage also means more lot coverage and he does not believe this is something anyone would like.

Chair Vaughan agreed noting that this would be an increase in density.



Mr. Elder stated that not only would it be an increase in density but also a change in the viewshed.

Mr. Gwinn noted that there was a lot of hours that went into the Focus Group; there's a reason for that number and there's a reason for the focus group; if we (the Town) don't have that as a grounding for development going forward, what's the purpose of all that work?

Mr. Gwinn states that we have this requirement, it made sense when it was put in place, and it still makes sense today and he believes it's something that the Board should adhere to.

Mr. Goodrich noted that an average person would not be able to tell if a house was 1500 or 1750 square feet but confirmed for Ms. Harrison that an additional 250 square feet would add an extra bedroom.

Ms. Lambert stated that 250 may not sound like a lot but when you are talking about the intention to add a bedroom it does sound like a lot.

Mr. Ferguson stated that 1750 is pushing the envelope, but personally he would not care about the number of stories, if the units don't exceed 1500 square feet in size. Mr. Ferguson noted that diversity in accommodations is good, but he also would be in favor of some diversity on that cottage court site.

After some further discussion, David Elder moved to deny the text amendment request. Meade Gwinn seconded, and the motion passed unanimously.

*Appointment Of Planning Board Member to serve on Voluntary Septic Subscription Service working group.*

Deputy Planning Director Kate Jones explained that as part of the Decentralized Wastewater Management Plan, which was adopted by the Board of Commissioners on May 4, 2022, the plan recommended that the town establish a voluntary septic subscription service. This service would allow property owners to pay an annual fee that would cover basic system maintenance tasks such as inspections and tank pumping and ensure that they are performed on a regular schedule. Currently owners must request services individually which has led to inconsistent maintenance of systems. A goal of this service would also be to increase participation in the Septic Health Initiative.

At their June 1st 2022 meeting, the Board of Commissioners made a motion to approve a working group to develop this service and appointed the following to the Septic Subscription Service Working Group:

- Dr. Bob Rubin of NC State University
- Dr. Katie Hill of University of Georgia
- Bob Muller, Former Mayor
- Kevin Brinkley, Town of Nags Head Commissioner
- Andy Garman, Town Manager
- Amy Miller, Deputy Town Manager & Finance Director
- Kelly Wyatt, Planning Director
- Kate Jones, Deputy Planning Director

Dr. Bob Rubin and Dr. Katie Hill participated in the development of the Decentralized Wastewater Management Plan and as such, will offer technical assistance to the working group. Other resources would be added as necessary, including the Town Engineer and Town Attorney. The charge of this

working group is to improve the performance of septic systems in the Town by making sure maintenance and repair are done a regular basis; and create a program that can be replicated by other local governments or accessed by homeowners outside of Nags Head.

The Board of Commissioners requested that the Planning Board consider participation in this working group as well and appoint a planning board member to this committee.

Megan Lambert stated that she has learned a lot over the past several weeks to due issues she's experienced with her system due to the rising water table and volunteered to participate. David Elder moved to appoint Megan Lambert as the Planning Board member of the working group. Meade Gwinn seconded, and the motion passed by unanimous vote.

Ms. Wyatt noted that Planning Board members are welcomed to attend any of the Committee meetings.

### ***Report on Board of Commissioners Actions – June 1, 2022***

Ms. Wyatt gave an update on recent Board of Commissioner Actions, of note: Conversation about Cottage Courts which the Planning Board just discussed; the discussion about the Decentralized Wastewater Management Plan and the appointment of a Planning Board member to the work group; Electric Vehicle Action Plan: it was Board consensus that the public view and provide feedback on the Electronic Vehicle (EV) Plan, find out if any of the Town's sister communities have plans to electrify their fleet and see if there's been any impact from EV on cottages and if that is something being advertised; Event Sponsorship Policy for Dowdy Park: it was Board consensus to thank the Arts and Culture Committee for the proposed policy and to request that feedback be obtained from the public before Board adoption, and that the Town Attorney review for legality.

Town Manager Garman presented, and it was Board consensus that the Pedestrian Path Committee item return to the Board at the August 2022 meeting for discussion/consideration after information is forwarded to the community requesting those interested in serving – Board members would like to see all geographic areas represented on the committee. Mr. Gwinn stated that he had applied to serve on that committee.

Finally, Ms. Wyatt noted that Commissioner Cahoon had brought up this item and it was Board consensus to endorse taking the issue of large holes on the beach to state-wide coastal communities for endorsement of local legislation that would give coastal towns some teeth to enforce this issue. A public safety campaign concerning this issue was also mentioned.

### ***Town Updates***

None

### ***Discussion Items***

#### ***May 26, 2022, Director's Report***

Ms. Wyatt briefly discussed her Director's Report to the Board which included an update on the Planning Board items, important meetings of note, an update on a recent Board of Adjustment case and updates on current Planning initiatives.

Ms. Jones briefly discussed the NC AIA Activate Technical Assistance Program - Representatives from NC State and AIA have been finalizing the Residential Energy and Water Conservation Guide and staff just received a draft copy of the guide which includes many graphics and practical suggestions for homeowners and builders to use. Ms. Jones also gave updates on Whalebone Park and the LID project.

Finally, Ms. Wyatt updated the Board on some new Planning hires.

***Planning Board Members' Agenda***

Mr. Elder discussed the holes in the sand issue which is a safety issue both for people and nature. He is also seeing a greater number of people on the beach at all hours of the night with flashlights, and he emphasized the need to educate visitors on the impacts of light on the beach.

Ms. Jones suggested a PSA campaign similar to those dedicated to the protection of the Corolla wild horses. Ms. Wyatt stated this might be good for a Destination Dare segment.

***Planning Board Chairman's Agenda***

None

***Adjournment***

A motion to adjourn was made by David Elder. The time was 11:32 AM.

Respectfully submitted,  
Lily Campos Nieberding