



# TOWN OF NAGS HEAD

## AGENDA

TOWN OF NAGS HEAD  
BOARD OF COMMISSIONERS MEETING ROOM  
5401 S CROATAN HIGHWAY  
WEDNESDAY, APRIL 7, 2021; 9:00 A.M.  
REGULAR SESSION

In light of the COVID-19 pandemic and in order to maintain the safety of Town residents, the Board of Commissioners, and Town staff, the Board meeting scheduled for 9:00 a.m. on Wednesday, April 7, 2021 can be accessed by the public via the Zoom platform. The public should adhere to local and state health guidelines.

In order to view and listen to the Board meeting remotely, please register here:  
[https://nagsheadnc.zoom.us/webinar/register/WN\\_gQEivOq6R-uPlw7sciKaOA](https://nagsheadnc.zoom.us/webinar/register/WN_gQEivOq6R-uPlw7sciKaOA)

Please email your comments for the Public Comment portion or  
for the Public Hearing portion here:  
[publiccomment040721@nagsheadnc.gov](mailto:publiccomment040721@nagsheadnc.gov)

(Emailed comments will be accepted during the Board meeting until the end of the Public Comment portion of the meeting AND up to 24 hours after each Public Hearing is concluded.)

Comments should include your name and address and  
should be limited to five minutes when read aloud.

### A. CALL TO ORDER / MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

### B. ADOPTION OF AGENDA

### C. RECOGNITION

#### 1. RECOGNITION

NEW EMPLOYEE - Firefighter/EMT - William Reynolds - March 1, 2021

NEW EMPLOYEE - Sanitation Equipment Operator I - Heath Taylor - March 22, 2021

TEN YEARS - Police Officer/K-9 - Matthew Huntingford - March 21, 2011

PROCLAMATION - Child Abuse Prevention Month - April 2021

RESOLUTION - Thanks Outer Banks - A Week Of Gratitude - May 9 - 15, 2021

PRESENTATION - Update of Dowdy Park Farmers' Market - Recap of 2020; Plans for 2021

Documents:

[4 C RECOGNITION SUMMARY.PDF](#)

[4 C RECOG CHILD ABUSE PREVENTION PROC.PDF](#)

[4 C RECOG THANKS OUTER BANKS RES.PDF](#)

[4 C RECOG ARTS AND CULTURE UPDATE MEMO.PDF](#)

### D. PUBLIC COMMENT

## E. CONSENT AGENDA

### 1. Consideration Of Budget Adjustment #13 To FY 20/21 Budget

#### Documents:

[4 E1 BUDGET ADJ TO FY 20-21 SUMMARY.PDF](#)  
[4 E1 BUD ADJ WORKSHEETS.PDF](#)  
[4 E1 BUD ADJ - ADD BACK ITEMS.PDF](#)

### 2. Consideration Of Tax Adjustment Report

#### Documents:

[4 E2 TAX ADJUST REPORT SUMMARY.PDF](#)  
[4 E2 MSD TAX REPORT.PDF](#)  
[4 E2 TOWN-WIDE TAX REPORT.PDF](#)

### 3. Approval Of Minutes

#### Documents:

[4 E3 MINUTES SUMMARY.PDF](#)  
[4 E3 MINUTES MAR 3 2021 BOC MINS.PDF](#)  
[4 E3 MINUTES MAR 10 2021 BOC MINS.PDF](#)

### 4. Consideration Of FY 2020/2021 Equipment And Vehicle Financing Resolutions

#### Documents:

[4 E4 FINANCE VEH AND EQUIP RES SUMMARY.PDF](#)  
[4 E4 VEH AND EQUIP FINANCING MEMO.PDF](#)  
[4 E4 VEH AND EQUIP SOUTHERN BANK 2 YR 3 PAYMENTS.PDF](#)  
[4 E4 VEH AND EQUIP SOUTHERN BANK 4 YR 5 PAYMENTS.PDF](#)  
[4 E4 VEH AND EQUIP SOUTHERN BANK 3 YR PROP.PDF](#)  
[4 E4 VEH AND EQUIP SOUTHERN BANK 5 YR PROP.PDF](#)  
[4 E4 3-YR VEH AND EQUIP FINANCING RES.PDF](#)  
[4 E4 5-YR VEH AND EQUIP FINANCING RES.PDF](#)

### 5. Consideration Of Modification To Consolidated Fee Schedule Re: Dowdy Park Farmer's Market Vendor Fee

#### Documents:

[4 E5 DOWDY PARK CFS VENDOR FEE SUMMARY.PDF](#)  
[4 E5 DOWDY PARK CFS EXCERPT.PDF](#)

### 6. Request For Public Hearing

to consider text amendments to the UDO pertaining to electric vehicle battery charging and battery exchange stations

#### Documents:

[4 E6 RPH EV CHARGING STATION SUMMARY.PDF](#)

### 7. Request For Public Hearing

to consider text amendments to the Unified Development Ordinance to update

references in the Stormwater, Fill and Runoff Management Ordinance for regulatory reference manuals

Documents:

[4 E7 RPH UDO REFERENCE MANUAL AMENDMENTS SUMMARY.PDF](#)

## **F. PUBLIC HEARINGS**

1. Public Hearing To Consider  
text amendments to the UDO pertaining to the various Commercial Mixed-Use use types and the various uses allowed therewith

Documents:

[4 F1 PH UDO AND MIXED-USE RELIGIOUS SUMMARY.PDF](#)  
[4 F1 PH UDO MIXED USES RELIGIOUS COMPLEXES MEMO.PDF](#)  
[4 F1 PH UDO AND MIXED-USE RELIGIOUS ORD.PDF](#)

2. Public Hearing To Consider  
text amendments to the UDO pertaining to nonconforming hotels and accessory uses in association with preexisting fishing piers; and text amendments pertaining to the permitted zoning district location and supplemental regulations for hotels

Documents:

[4 F2 PH HOTEL AMENDMENTS SUMMARY.PDF](#)  
[4 F2 PH HOTEL AMENDMENTS MEMO.PDF](#)  
[4 F2 PH UDO LETTER OF SUPPORT.PDF](#)  
[4 F2 PH HOTEL IN CR ORD.PDF](#)  
[4 F2 PH HOTEL ORD.PDF](#)

3. Public Hearing To Consider  
text amendments to the Unified Development Ordinance pertaining to outdoor lighting and lighting for signage

Documents:

[4 F3 PH OUT AND SIGN LIGHTING SUMMARY.PDF](#)  
[4 F3 PH OUT AND SIGN LIGHTING MEMO.PDF](#)  
[4 F3 PH OUT AND SIGN LIGHTING ORD.PDF](#)

## **G. REPORTS AND RECOMMENDATIONS FROM THE PLANNING BOARD AND THE PLANNING AND DEVELOPMENT DIRECTOR**

1. Update From Planning Director; Includes Consideration Of Scope For Estuarine Shoreline Management Plan

Documents:

[4 G1 PD DIRECTOR REPORT SUMMARY.PDF](#)  
[4 G1 PD REPORT.PDF](#)

2. Consideration Of Request To Improve The Existing Paper Street Known As Fourth Street (W. Coastal Way)

Documents:

4 G2 FOURTH STREET SUMMARY.PDF  
4 G2 FOURTH STREET MEMO.PDF  
4 G2 FOURTH STREET LTR FROM ALBEMARLE.PDF  
4 G2 FOURTH STREET ALBEMARLE LTR TO PD.PDF  
4 G2 FOURTH STREET ALBEMARLE DIAGRAM.PDF  
4 G2 FOURTH STREET ALBEMARLE DIAGRAM 2.PDF  
4 G2 FOURTH STREET MAP OLD HOTEL LOTS.PDF

3. Consideration Of A Preliminary Plat For A Major Subdivision  
titled Louisa Farr, Lot 4, Ralph Buxton Division, for an approximately 4.06 acre  
property, zoned SED-80 and SPD-20, located at 468 W. Villa Dunes Drive (Parcel#  
008536000; PIN# 989214321617); the Preliminary Plat proposes to divide the existing  
lot into 2 lots, requiring the modification of a condition imposed upon the original  
Preliminary and Final Plat titled Division for Ralph Buxton, et al

Documents:

4 G3 FARR MAJOR SUBDIV SUMMARY.PDF  
4 G3 FARR MAJOR SUBDIV MEMO.PDF  
4 G3 FARR MAJOR SUBDIV APPL AND ATTACH.PDF

4. Consideration Of A Draft Request For Information To Address Town Seasonal Workforce  
Housing Needs

Documents:

4 G4 TOWN SEASONAL HOUSING SUMMARY.PDF  
4 G4 TOWN SEASONAL HOUSING MEMO.PDF  
4 G4 TOWN SEASONAL EMPL HOUSING NEEDS.PDF

5. Discussion Of Various Text Amendments  
to update the Unified Development Ordinance as required by N.C.G.S. 160D; Request  
for Public Hearing

Documents:

4 G5 UDO UPDATES SUMMARY.PDF  
4 G5 UDO UPDATES MEMO ATTACH.PDF

## **H. NEW BUSINESS**

1. Committee Reports

Documents:

4 H1 COMMITTEE REPORTS SUMMARY.PDF

2. Report From Jockey's Ridge State Park/Soundside Access Working Group

Documents:

4 H2 JOCKEYS RIDGE SS RD SUMMARY.PDF  
4 H2 JOCKEYS RIDGE SS RD FINAL REC.PDF

## **I. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY**

1. Request For Closed Session To Discuss  
Richardson and other pending condemnation actions as allowed by GS 143-318.11(a)

(3) in order to preserve the attorney/client privilege

Documents:

[4 I1 TN ATT RCS SUMMARY.PDF](#)

**J. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER**

1. Beach Nourishment Project Update

Documents:

[4 J1 TM BEACH NOUR UPDATE SUMMARY.PDF](#)

2. Consideration Of Removal Of Street Lights At US 158/Oak Knoll Drive

Documents:

[4 J2 TM STREETLIGHTS UPDATE SUMMARY.PDF](#)

**K. BOARD OF COMMISSIONERS AGENDA**

1. Comr. Webb Fuller - Discussion Of Vehicle Use Policy

Documents:

[4 K1 COMR FULLER VEHICLE USE SUMMARY.PDF](#)

[4 K1 COMR FULLER VEHICLE USE MEMO.PDF](#)

2. Comr. Renée Cahoon - Request For Closed Session  
to consider acquisition of real property in accordance with GS 143-318.11(a)(5)

Documents:

[4 K2 COMR CAHOON RCS SUMMARY.PDF](#)

**L. MAYOR'S AGENDA**

1. Mayor Cahoon - Request For Closed Session  
to discuss confidential personnel issue in accordance with GS 143-318.11(a)(6)

Documents:

[4 L1 MAYOR RCS SUMMARY.PDF](#)

2. Future Town Envision

Documents:

[4 L2 MAYOR ENVISION THE TOWN SUMMARY.PDF](#)

**M. OTHER BUSINESS**

**N. ADJOURNMENT**

**O. FULL AGENDA In .PDF Format With Bookmarks**

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**5401 S. Croatan Hwy, Nags Head, NC 27959**  
**252-441-5508**