



***DRAFT* MINUTES**  
**TOWN OF NAGS HEAD**  
**MULTI-FAMILY WORKING GROUP**  
**TOWN HALL CONFERENCE ROOM**  
**FRIDAY, MAY 24, 2024**  
(Meeting #4)

Members Present:

Comr. Kevin Brinkley and Comr. Megan Lambert  
Planning Board member Meade Gwinn  
Planning Board member Molly Harrison (arrived a few minutes late)  
Outer Banks Association of Realtors Government Affairs representative Donna Creef  
Outer Banks Homebuilders Association representative Duke Geraghty  
Town resident Basil Belsches

Members Absent:

TW's Bait & Tackle business owner Chris Greening

Staff Present:

Town Manager Andy Garman  
Planning Director Kelly Wyatt  
Dep Planning Director Joe Costello  
Town Clerk Carolyn F Morris

**CALL TO ORDER**

The meeting was called to order at 10:08 am.

**REVIEW OF MINUTES**

Donna Creef questioned the April 29<sup>th</sup> minutes - sentence on page 2 pertaining to "committee consensus for large category structures".

MOTION: Comr. Brinkley made a motion to approve the April 29<sup>th</sup> minutes with the removal of the reference to "committee consensus for large category structures" on page 2. The motion was seconded by Meade Gwinn which passed unanimously.

**REVIEW OF DISCUSSION TOPICS**

Discussion of Board of Education townhome area in Kill Devil Hills – Ms. Wyatt said that no plans were found for the layout of the two-bedroom townhomes. Manager Garman stated that the information on the Dare County teacher housing development would not have helped much as they are more apartment style townhomes.

Manager Garman explained that the draft ordinance provided to the working group today identifies changes highlighted in yellow which reflect the differences from what the Planning Board originally drafted and what the working group is recommending. The ordinance was reviewed as follows:

Definition – Agreement with the Large multi-family development of more than six dwelling units.

C-4 zoning district – Small multi-family was removed from the C-4 District.

Minimum site area – Agreed at 15,000 sq ft for Small multi-family.

Townhome orientation – no changes were made.

Density/Building Size – consensus to add Floor Area Ratio (FAR) of .32 sq feet of gross floor area for each sq ft of lot area (Large multi-family) and one unit per every 4,000 sq ft of lot area (Small multi-family)

Mr. Belsches suggested using different colors to reflect what the Planning Board reviewed, what the Board of Commissioners last saw, and what the committee recommends when presenting the proposed ordinance.

Example of Shoppes at 10.5 – Ms. Wyatt displayed a map of the 2-story building.

Donna Creef said that dropping down to 10,000 square feet for Large multi-family structure maximum gross floor area for a single building would be very positive.

Manager Garman confirmed agreement with 10,000 square feet for maximum gross floor area for a single building for Large multi-family. More than one building would be permitted on a site.

Discussion of Maximum number of units

- Planning Board came up with 60 as a number to start with – Ms. Wyatt stated that she was aware of a site plan with 57 dwellings so she started with 60 dwelling units – Ms. Creef questioned using number of dwelling units when floor area could be used – she also recognized that 75 was unlikely to occur. It was consensus to agree to 75 maximum dwelling units for Large multi-family.

Unit Sizes/Categories

Minimum/Maximum unit size – Agreed on 500 sq ft for studio/one bedroom and 1,750 sq ft for maximum size unit.

Mixture of Units – this would force different types of bedroom units – do we want to force a developer to build 3-bedroom units – it was consensus to require no more than 60% of the units from any unit size category for Large and no requirement for Small multi-family.

Number of dwelling units per townhome structure – Ms. Creef noted that staff can't dictate anymore that an office is really a bedroom.

Buffering requirements – no changes were made.

Architectural design requirements: No changes made to Large multi-family which must follow residential code regulations; for Small multi-family - buildings are to meet the design requirements for a large residential dwelling – in addition, Small multi-family structures are to be administratively approved.

Height – no changes were made.

Building separation – Large multi-family, reduce from 40 to 20 feet; no changes made to Small multi-family.

#### Multi-family development as accessory to commercial development

The committee discussed multi family development permitted as an accessory use on a commercially developed property with listed conditions - Two options were presented. A scenario using a parcel at the Shoppes at 10.5 was presented as an example for one of the options. With its amount of lot coverage, parking and septic would be the prohibiting/limiting factors.

It was noted that while this wasn't a specific item to present to the Board, it is identified as something to continue to be investigated by staff. Comr. Brinkley stated that what the working group has reviewed needs to be presented to the Board with this item to continue to be researched.

Manager Garman stated that he has scheduled a call with the town attorney next week to discuss types of special use permits to be authorized and discussion of deed restrictions.

#### **ADJOURNMENT**

Working group members were thanked for their participation. The report from the working group is on the June 5<sup>th</sup> Board meeting agenda; after the meeting Manager Garman said that he will report back to committee members via email.

MOTION: Comr. Brinkley made a motion to adjourn. The motion was seconded by Meade Gwinn which passed unanimously. The time was 12:10 p.m.