

# *Town of North Topsail Beach*

Joann M. McDermon, Mayor  
Mike Benson, Mayor Pro Tem

Aldermen:  
Richard Grant  
Tom Leonard  
Susan Meyer  
Connie Pletl



Alice Derian, ICMA-CM  
Town Manager

Danyale Lundy  
Town Clerk

## *Nature's Tranquil Beauty*

### **Planning Board**

Program for Public Information (PPI) Committee

### **Regular Meeting Draft Minutes**

March 10, 2022 at 5:00 PM

2008 Loggerhead Ct, North Topsail Beach, NC 28460

Present: Hanna McCloud - Chair, Paul Dorazio – Vice Chair, Pat Stigall, Alfred Fontana, Mia Green, Deborah Hill – Planning Director, Kate Winzler – Clerk to the Planning Board.

Absent: Gunnar Matthews, Scott Morse, Rebecca Dickson, Lisa Brown.

CALL TO ORDER Mrs. McCloud called the meeting to order at 5:04 p.m.

**ADOPTION OF AGENDA Mr. Dorazio made a motion to adopt the agenda. Mr. Fontana seconded the motion, motion passed unanimously, 5-0.**

### APPROVAL OF MINUTES

**Mr. Fontana made a motion to approve the January 13, 2022 minutes. Mr. Dorazio seconded the motion, motion passed unanimously, 5-0.**

**Mrs. Stigall made a motion to approve the February 10, 2022 minutes. Mr. Dorazio seconded the motion, motion passed unanimously, 5-0.**

PUBLIC COMMENT None.

### NEW BUSINESS

#### TEXT AMENDMENT REQUEST: DUNE PROTECTION

Planning Director Hill presented information regarding frontal dunes throughout the Town of North Topsail Beach, and primary dunes located at 40 and 44 Porpoise Place. Division of Coastal Management, Ms. Hill, and the general contractor of the structure at 40 Porpoise Place have been working together since September 2021 addressing dune disturbance, an application for a single-family house, and a swimming pool application. Alderman Swantek requested that the Planning Board review the Town UDO and CAMA Use Plan and consider more restrictive dune protection regulations. There was discussion.

**Mrs. Stigall made a motion that we reviewed all pertinent information that the Planning Director provided to us. There was a thorough review and at this time we are moving that there be no changes to our documentation or the language. Mr. Fontana seconded the motion. There was no discussion. Motion passed unanimously, 5-0.**

PROPOSED TEXT AMENDMENT: UDO §4.03.07 FENCES

Planning Director Hill requested that the Planning Board review the UDO verbiage for both residential and commercial fences, to clarify the requirements and to assist the utility companies if a fence is constructed over a utility easement. There was discussion.

**Mrs. Green made a motion that the Planning Board reviewed it and takes no action. Mrs. Stigall seconded the motion, motion passed unanimously, 5-0.**

DISCUSSION

Planning Director Hill reported that she was continuing with code enforcement efforts and issuing Notices of Violation to both the owner, as well as the individual, if not the owner, committing the violation. As the owner is responsible for the compliance, as well as the person conducting the activity. This method has received a lot of attention, but it gives the town the opportunity to do two things: 1) issue citations after the Notice of Violation, collectible through debt set-off; and 2) for a lien to be placed on the property for unpaid fines. The Chapel Hill School of Government UDO scan is progressing. Representative Phil Shepard will be conducting a meeting at Town Hall on Friday, March 11, 2022.

**ADJOURNMENT Mr. Dorazio made a motion to adjourn. Mrs. Stigall seconded the motion, motion passed unanimously, 5-0.**

The Planning Board meeting adjourned at 6:25 p.m.

APPROVED

This 14th day of April 2022



Hanna McCloud  
Chair

CERTIFIED

This 14th day of April 2022



Kate Winzler  
Clerk