



**KURE BEACH PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
AUGUST 8, 2018**

The Kure Beach Planning & Zoning Commission held their regular meeting on Wednesday, August 8, 2018. A quorum of commission members was present.

**P&Z MEMBERS PRESENT**

Chair Craig Galbraith  
Member Kenneth Richardson  
Member John Cawthorne  
Alternate Member Robert Young

**P&Z MEMBERS ABSENT**

Vice Chair Bill Moore  
Member Retha Deaton

**STAFF PRESENT**

John Batson – Building Inspections  
Kathleen Zielinski – Secretary

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Councilman Joseph Whitley, Liaison  
Attorney James E. Eldridge

**1. CALL TO ORDER**

Chairman Galbraith called the meeting to order at 7:00 p.m.

**2. APPROVAL OF AGENDA**

**MOTION** – Member Richardson moved to approve the agenda

**SECOND** – Member Cawthorne

**VOTE** – Unanimous

**3. APPROVAL OF MEETING MINUTES:** June 6, 2018 Regular Meeting  
June 18, 2018 Special Meeting

**MOTION** – Member Cawthorne moved to approve the minutes from the June 6, 2018 meeting as submitted

**SECOND** – Member Richardson

**VOTE** – Unanimous

**MOTION** – Member Richardson moved to approve the minutes from the June 18, 2018 special meeting as submitted

**SECOND** – Member Cawthorne

**VOTE** – Unanimous

**4. PUBLIC COMMENTS**

None

## 5. OLD BUSINESS

### a. Parking

Chairman Galbraith summarized that a recommendation and consistency statement were sent to Town Council regarding Sec.19-373, regulating the maximum number of parked cars allowable on residential properties. At the subsequent public hearing held by Council, sufficient questions were raised by members of the community to prompt Council to send the item back to P&Z for further clarification.

Upon learning of the action by Council, the Chairman queried its members for their opinions. Several Commissioners stated that, as long as it occurs on their own property, residents' parking should not be limited. He went on to say that he did not see the need to spend a lot of time on something that may come back again. He suggested that the discussion be tabled and a request be made for particular guidance from Council on whether or not they want to continue to pursue the issue. He also stated that discussion of such a significant issue should involve all P&Z members, two of whom were absent.

Attorney Eldridge shared that he attended the public hearing in July and observed that Council responded positively to the recommended text amendment. He went on to explain that the proposed change to Chapter 19 constitutes a zoning amendment, which involves grandfathering, how to enforce and who will enforce. The attorney's recommendation was to rewrite the amendment and move it from Chapter 19 to Chapter 10 where other parking regulations that had just been rewritten. Doing so removes potential issues with grandfathering and consigns enforcement entirely to the police department. Discussing that option with Council might alleviate some of their concerns.

**MOTION** – Chairman Galbraith moved to table the item, ask for specific direction from Council on whether they want to pursue this particular issue or not and, if so, propose moving the ordinance from Chapter 19 to chapter 10 in an attempt to resolve some of the issues that came up at the public hearing

**SECOND** – Member Cawthorne

**VOTE** – Unanimous

Chairman Galbraith will attend the next Council meeting to present the proposal and request specific feedback.

## 6. NEW BUSINESS

### a. Request from Kure Estates HOA to erect signs in parking lot

Building Inspector Batson provided background to open the discussion regarding a request by Kure Estates to erect two signs in their parking lot. He reported that Mr. Woods, a Kure Estates HOA board member in attendance, came to him four months prior with plans for landscaping and signage for their parking lot at Kure Village Way and Fort Fisher Blvd. They were in pursuit of a remedy to help deter unauthorized use of their entryway to the beach. Mr. Batson explained that he issued a landscaping permit with the intention of issuing the separate sign permit once landscaping was complete. When Mr. Woods came back in for the sign permit Mr. Batson checked the ordinances and found that, based on the rendering submitted, the proposed sign was is too large. Unfortunately, while the landscaping was being completed, Mr. Woods ordered the signage thinking there would be no problem in obtaining the sign permit. The signs have since been delivered and paid for at a cost of \$2600. At the HOA's request for guidance, Mr. Batson referred them Sec.19-373, which lists various exceptions to the sign ordinance. He

also reported to the Commission that upon canvassing HOA beach parking lots and accesses throughout the town, he discovered other HOA signs that exceed the six square foot size limit mandated by the sign ordinance. He suggested that P&Z consider adding signs in HOA common areas as another exception to the list in Sec.19-373. He noted that this may be a recurring issue as current non-conforming signs are updated or replaced.

The ensuing discussion included suggestions for square footage, height, materials and lighting, applying existing HOA signs for reference. Also discussed was the sequence of events and timeline required in enacting the text amendment. It would be next month before P&Z could come up with definitive wording, followed by a recommendation to Council at their next meeting and then a public hearing. The entire process could total as much as two and a half months.

Chairman Galbraith recommended having Attorney Eldridge, with input from Inspector Batson, prepare language and a consistency statement to review at the September meeting.

**MOTION** –Chairman Galbraith moved to have John Batson and the attorney work on the language and have it on the agenda for next meeting, which will be held in September.

**SECOND** – Member Richardson

**VOTE** - Unanimous

## 7. MEMBER ITEMS

None

## 8. NEXT MEETING

September 5, 2018 at 7 p.m.

## 9. ADJOURNMENT

**MOTION** – Member Cawthorne moved to adjourn the meeting

**SECOND** – Member Richardson

**VOTE** – Unanimous

Meeting was adjourned at 7:29 p.m.

  
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Craig Galbraith, Chairman  
Planning and Zoning Commission

  
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Kathleen Zielinski, Secretary

NOTE: These minutes reflect items considered and actions taken by the Planning & Zoning Committee and should not be considered a transcript of the meeting. An audio recording of the entire meeting can be found on the Town of Kure Beach website.