



**KURE BEACH PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
OCTOBER 3, 2018**

The Kure Beach Planning & Zoning Commission held their regular meeting on Wednesday, October 3, 2018. A quorum of commission members was present.

P&Z MEMBERS PRESENT

Chair Craig Galbraith
Vice Chair Bill Moore
Member Kenneth Richardson
Member Retha Deaton
Alternate Member Robert Young

P&Z MEMBERS ABSENT

Member John Cawthorne

STAFF PRESENT

John Batson – Building Inspections
Kathleen Zielinski – Secretary

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Commissioner Joseph Whitley, Council 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 Deaton

**VOTE** – Unanimous

**3. APPROVAL OF MEETING MINUTES:** September 5, 2018 Regular Meeting

**MOTION** – Member Deaton moved to approve the minutes from the September 5, 2018 meeting as submitted

**SECOND** – Member Richardson

**VOTE** – Unanimous

**4. PUBLIC COMMENTS**

None

## 5. OLD BUSINESS

### a. Permissible uses for church accessory buildings in RA-1 District (Sec.19-92)

Chairman Galbraith recapped the several issues that were discussed at the previous meeting, which precipitated discussion about the proposed wording submitted by the applicant, Kure Beach First Baptist Church. A representative of the church reported that he had submitted a drawing to Inspector Batson illustrating changes they would like to make to the accessory building on church grounds that would accommodate visiting ministries, youth groups and short-term adult retreats. Another proposed use is housing relief workers in cases of emergency for which the Red Cross has designated the church a relief center. He reconfirmed that the building would not be used for homeless housing or alcohol rehabilitation programs.

During the ensuing discussion, it was determined that several issues must be clearly addressed, which the current proposed text does not do. These include:

- Not a hotel
- Maximum sleeping capacity
- Temporary basis
- Catastrophe situation is ambiguous
- Not revenue generating
- Prohibit rehab facility

Member Richardson remarked that the building in question is sizeable and structurally sound, not what he thinks of as an accessory building like a shed or storage unit. He also questioned if other places of worship might be a concern as some congregations use residences as their place of worship.

Chairman Galbraith requested that Inspector Batson and Attorney Eldridge work out wording that can address all the outstanding issues including:

- Charitable contribution to offset overhead costs
- Types of occupants
- Temporary component
- Replace catastrophe with emergency declaration
- Annex or other such word instead of accessory building
- Consider subcategory of accessory building
- Time limit exemption for relief workers

**MOTION** – Member Richardson moved that Counsel revise the proposed text amendment for Sec.19-92 and provide the revision at the next meeting

**SECOND** – Member Deaton

**VOTE** - Unanimous

Counsel inquired about the HOA sign text amendment and consistency statement that were submitted to Town Council for review and consent at their September meeting. Chairman Galbraith informed him that it received affirmative review and will be presented at a public hearing on October 22.

## 6. NEW BUSINESS

### a. Definition of monument sign

At the request of commission members during the September meeting, Attorney Eldridge drafted a definition of monument sign and presented said document to the commission for review.

Chairman Galbraith suggested that wood be included along with concrete, block and brick as an acceptable material of construction. He asked Mr. Eldridge to prepare a text amendment and consistency statement to add a definition for monument sign in Sec.19-371. The text amendment will then be submitted to Council for consideration, review and consent.

**MOTION** – Member Deaton moved to ask staff to revise the definition of monument sign and bring back to the next meeting

**SECOND** – Chairman Galbraith

**VOTE** - Unanimous

b. Preserving downtown mixed-use overlay district for the smaller hotels (Sec.19-84)

At the request of Council, the P&Z Commission will begin discussion on ways to maintain Kure Beach's small town, family atmosphere within the current business district by regulating future development through well-defined overlay district regulations.

Chairman Galbraith began the discussion with some history of the creation of the overlay district along K Avenue, which allows businesses on the first floor and residential quarters on the second and third floor. In answer to Member Richardson's request for more detail about the vision held by Council, Commissioner Whitley stated that members are concerned about pressure to tear down smaller homes and replace them with mega houses. Elements of the discussion included:

- Maintaining 35' building height
- Important to preserve family atmosphere
- Special use permits
- Conditional use permits
- Overlay district is a powerful tool
- Conditions in the overlay district can control who comes in
- A variety of uses can be incorporated
- Certain uses can be excluded
- There are many good examples of beach community overlay districts

Attorney Eldridge then read through Sec.19-84 to help the commission grasp a fuller understanding of what is already on the books. Many elements can be added to more specifically control the future development and use. Regulating such things as lighting, landscaping and architectural design can help them achieve their goal. Chairman Galbraith offered to take the lead by researching the topic and bringing ideas back to an upcoming meeting.

**MOTION** – Chairman Galbraith moved to table the item while he does some research

**SECOND** – Member Moore

**VOTE** - Unanimous

## 7. NEXT MEETING

November 7, 2018 at 7 p.m.

**8. ADJOURNMENT**

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

**SECOND** – Member Moore

**VOTE** – Unanimous

Meeting was adjourned at 8:05



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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 Commission 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.