

TOWN OF CAPE CARTERET  
PLANNING BOARD MINUTES  
March 6,2018  
6:00 P.M.

I. **Call to Order**

The Planning Board meeting was called to order at 6:04 P.M. in the Debbie E. Stanley Board of Commissioners Room.

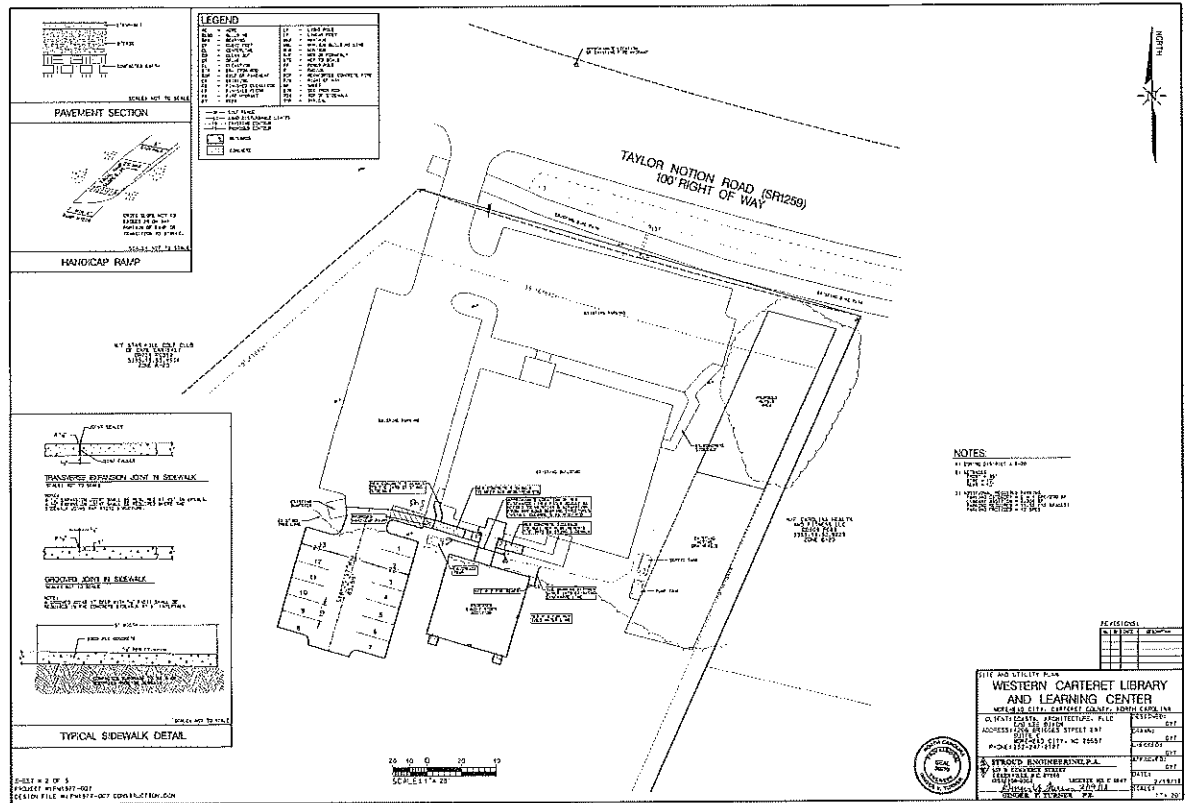
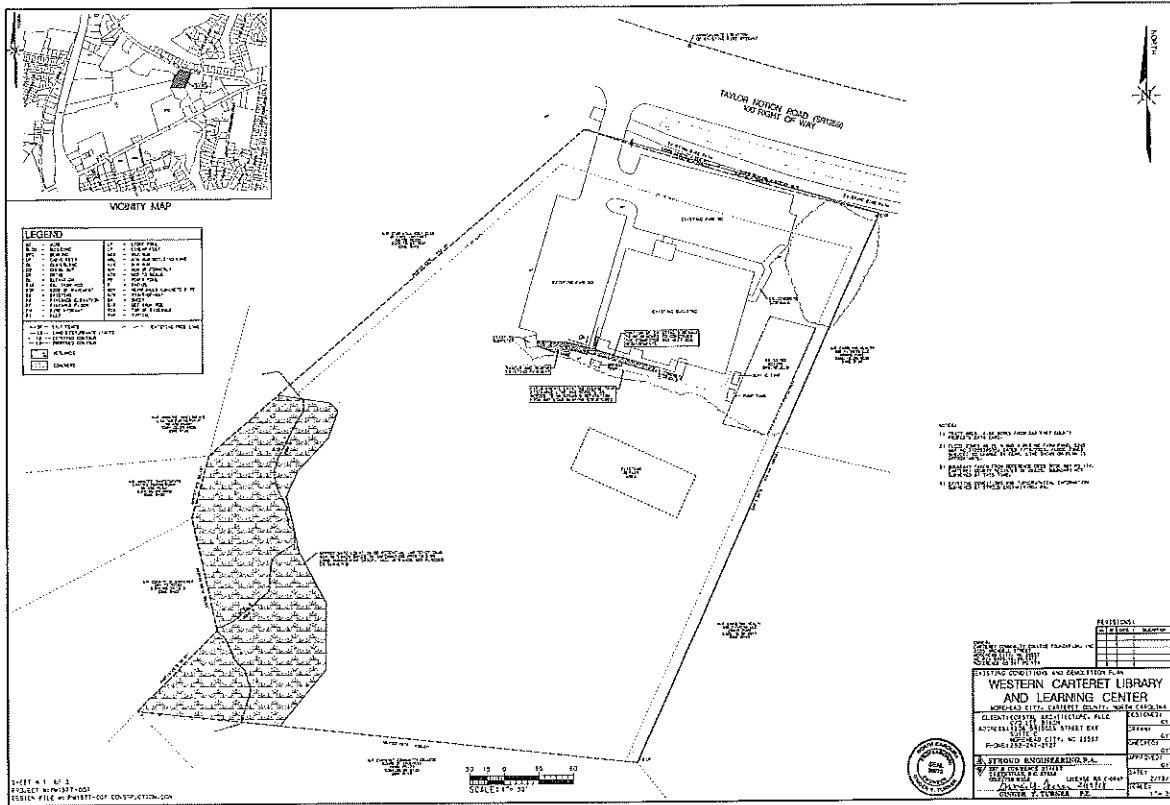
**Members Present:** Chair John Ritchie, Member Paxon Holz, Alternate Kathleen Kelley, Member Kevin Daffron, Member David Figowy & Alternate Bruce Gay. Member Andy Smith, Member Dennis Cox, and Alternate Fred Josey had excused absences. Mr. Zachary Steffey (Town Manager), Mr. Brad Rich (Press), Attorney Curtis, (4) four representatives for the Western Carteret Library Expansion, Commissioner Mike King, and (1) one resident were also present.

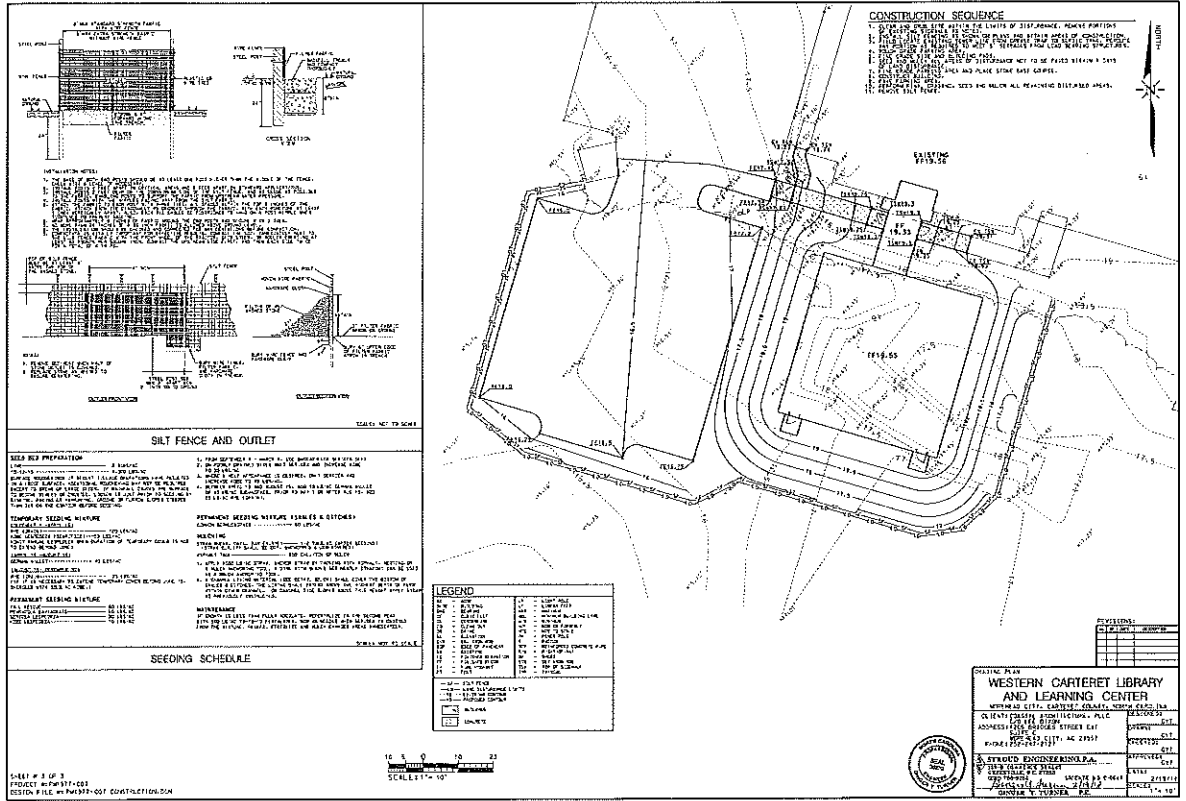
II. **Approval of December 2017 Minutes**

Member Paxon Holz moved to approve the December 2017 minutes. The motion was seconded by Member Kevin Daffron. Motion carried unanimously.

III. **New Business**

- a. **Western Carteret Library & Learning Center CSP**





(Please see CSP checklist on the next 4 1/2 pages)

Western Carteret Library  
Learning Center CSP

Application No: 200 -

Application for Commercial Site Review  
Required for all Commercial Sites  
Check List

Town of Cape Carteret

Date: 3, 16, 18

**APPLICANT INFORMATION: 156.124 (21) (b)**

An application for development shall not be determined to be formally "submitted" until the required number of plans, application form, plan details and all other information required by Ordinance 156.124 have been submitted to the Planning Board and the time period for action by the Planning Board approving, approving with conditions or denying such application shall not commence until such time as the application has been accepted by the Planning Board as complete.

**APPLICANT INFORMATION: 156.124 (21) (b)**

Within twenty-one (21) days after the first regularly scheduled meeting of the Planning Board which comes after the filing of an application and after the filing of additional or supplemental information requested by the Planning Board to complete an incomplete application as described below, the Planning Board shall notify the applicant and the municipal approval authority in writing whether the application is complete or incomplete and the date of such determination.

**156.123 Building Size**

Is the Building Size in compliance?

Yes  No

**156.004 & 153.020 Height & Density**

Is the Height and Density in compliance?

Yes  No

**Per Ordinance 156-124 and other appropriate sections**

**153.04 PERMITTED SIGNS:**

Are signs in compliance with paragraphs (C), (D), & (E)?

NO new signs proposed

Yes  No

**154.049 Sidewalk regulations:**

Are sidewalks and hike-bike trails in compliance?

Yes  No

**156.024 (c), (d) Required Screening & Buffer zone.**

Is required buffer & screening in compliance with ordinance?

Yes  No

**156.026 Off Street Parking: Reference to Appendix B**

Is parking & planted areas in compliance with requirements of paragraphs (A), (B), (C), (D), & (E)

13 spaces - Assembly

Yes  No

**156.124 Commercial Building and Other Permitted Uses**

BEFORE ANY LAND DISTURBANCE, A SITE PLAN MUST BE SUBMITTED FOR REVIEW AND APPROVAL ACCORDING TO 156.124 (1), IT MUST INCLUDE THE FOLLOWING INFORMATION:

(1) Submission for review & approval a site plan.

Yes  No

(2) a) Fire hydrant located within 300 Ft. of principle structure

Yes  No

- b) If size permits installation of 2 additional hydrants within 1000 Ft.  N/A Yes  No
- c) New water lines 8" and configured as closed  N/A Yes  No
- (3) Tentative approval by Carteret County Dept. of Environmental Health or NC Dept of Environment and Natural Resources of proposed sewage treatment and disposal facilities.  N/A Yes  No  
*paperwork*
- (4) Tentative approval of any dredging and filling permits required by law  N/A Yes  No
- (5) Inspections of sites involving public rights-of-way & on-site construction Yes  No
- (6) No required off-street parking located within existing or proposed right-of-way Yes  No
- (7) Off-street Parking:
  - a) Sufficient distance separating parking & access lanes  Yes  No
  - b) No backing out of parking into street or right-of-way Yes  No
- (8) No provision may be construed for reduction of number of off-street truck loading/unloading space required  N/A Yes  No
- (9) No part of off-street truck loading/unloading located in any right-of-way Yes  No
- (10) Truck loading/unloading space must be on property  Yes  No
- (11) Installation of directional, regulatory or advisory signs & pavement marking Yes  No
- (12) Any parking at roadside business is located off the existing right-of-way  Yes  No
- (13) No part of right-of-way used for conduct of private business  Yes  No
- (14) Right-of-way Improvements in accordance with NC DOT or Code of Ordinances of the Town of Cape Carteret  Yes  No
- (15) Evidence of all NC DOT and any other agency, permits submitted  N/A Yes  No  
*Need permit*
- (16) Appropriate lighting provided (lighting plan) Yes  No   
*light-follow-up*
- (17) Appropriate survey markers are shown & installed  Yes  No
- (18) No sign, device or marking erected on or overhanging any public street, road or right of way. No moving, flashing, give illusion of movement or resemble traffic control devices within 25 feet of any street, road or right of way.  Yes  No
- (19) *Six (6) copies* ~~Ten (10)~~ copies of site plan must accompany this application no later than 15 days prior to Planning board meeting  Yes  No  
*(30 ft)*
- (20) a) Site plans submitted shall be drawn at a scale of min. 1" equals 50 ft., Max. 1" equals 10 ft.  Yes  No
- b) Site plans signed/sealed by licensed Professional Engineer or Surveyor. Shall included the name and address of applicant/owner and title of person preparing the plan, maps and accompanying data.  Yes  No

c) Property/ownership information

1. Owner: \_\_\_\_\_  
 Lot (s) # \_\_\_\_\_ Block/Section # \_\_\_\_\_ Parcel \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Lot (s) # \_\_\_\_\_ Block/Section # \_\_\_\_\_ Parcel \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Lot (s) # \_\_\_\_\_ Block/Section # \_\_\_\_\_ Parcel \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

2. Recorded owners and location of adjoining properties.  Yes No
3. a) Name of site Plan or Propose development: \_\_\_\_\_  Yes No
- b) Date of plan preparation \_\_\_\_\_  Yes No
- c) True North arrow \_\_\_\_\_  Yes No
- d) Graphic representation of scale used \_\_\_\_\_  Yes No
4. Sketch vicinity map showing entire site development  Yes No
5. a) Zoning designation where property is located R-20. (Check star Hill Property zoning)  Yes No
- b) Zoning designation of abutting property \_\_\_\_\_ Yes No ?
6. Acreage of the site to the nearest 10th of an acre  Yes No
7. Boundary Survey with:
- a) Courses & Distances of each boundary segment are illustrated on the plan.  Yes No
- b) Courses & Distances of each boundary segment of all streets and easements, right of ways, and all property abutting the subject property.  Yes No
8. Nature of all existing and proposed streets (easements) and other rights of way. ? follow up  Yes No  
 (Public (or) Private)
- d. Installation of fire hydrants per 156.124 (2) N/A  Yes No
- e. Existing and Proposed Features Information:
1. Locations, names, pavement and right-of-way width of all existing and proposed streets, and all easements, curbs, curb cuts, hike bike trails, and sidewalks abutting the property or properties in question and within 200 ft.  Yes No
2. Topographic contours at 5 ft intervals and any physical conditions or features that will have significant effect on site.  Yes No
3. Location of all existing/proposed setbacks dimensions/landscaped areas/fencing  Yes No
4. Location of proposed utilities/facilities including fire hydrants/fuel storage tanks/ and showing connection to existing supply & disposal systems where applicable  Yes No
5. Location of all existing/proposed signs, traffic control devices, lighting standards & utility poles on/or-abutting property. [compliance with 156.124(16); 156.124(18)]  Yes No

6. Flood Zone(s) boundaries as determined by FEMA (N/A) Yes No
7. Location of areas subject to US Army Corps of Engineers 404 wetlands protection. N/A (Yes) No
8. Delineation of any/all AEC as defined by CAMA. *? follow-up* N/A Yes No
9. All watercourse/wetlands/estuarine waters within the site and within 600 feet in any direction from the property shown? *Follow-up.* Yes No
- f. Site Improvements included:
1. Location of:
    - a) existing & proposed principal building (Yes) No
    - b) Location of all accessory building/structures (Yes) No
    - c) Finished grade elevations at all corners (Yes) No
    - c) Indication as to whether or not building will be retained or removed (Yes) No
  2. Proposed bldg.
    - a) Type (brick, concrete, frame) (Yes) No
    - b) Number of floors & dimensions (Yes) No
  3. Finished grades for entire site (Yes) No
  4. Size & locations of all water mains/connections to existing water supply system. *H2O in Kitchen Hooking up to existing* (Yes) No
  5. Existing/proposed sanitary sewage facilities serving the site, including location, size, slope, of all sanitary sewer lines, pumping stations, connections to existing facilities, location of any proposed sewage treatment plants/septic treatment facilities. (Yes) No
  6. Storm drainage systems including the following:
    - a) All existing/proposed storm sewer lines within or adjacent to the site. (N/A) Yes No
    - b) Location of each catch basin, inlet and manhole Yes No
    - c) Location/extent of any proposed dry well Yes No
    - d) Ground water recharge basins Yes No
    - e) Retention and Infiltration basins Yes No
    - f) Other water conservation devices Yes No
  7. DENR ltr. included when brook/stream altered/improved/relocated or structure or fill is proposed. (N/A) Yes No
  8. When a brook or stream is proposed for alteration, improvements, relocation or when a structure or fill is proposed, under in, or along a stream, evidence of submission of an application for the proposed work to NC DENR attached: (N/A) Yes No

9. When ditches, streams, brooks or watercourses are to be altered, improved or relocated, the method of stabilizing slopes & measures to control erosion and siltation as well as typical ditch sections/profiles shown on site plan?

N/A    Yes    No

10. Location, type, size of all existing & proposed curbs, curb cuts, sidewalks, driveways, fences, retaining walls, signs, parking space area.

N/A     Yes    No

11. Tabulation of total number of dwelling units of each type in the project. (see ordinance)

N/A    Yes    No



The following items need to be addressed by the applicant by 4:00 PM on Friday, March 9<sup>th</sup> in order for the CSP to be considered by the Board of Commissioners at their regular meeting on Monday, March 12<sup>th</sup>:

1. Page Two Condition #3; The applicant must submit paperwork demonstrating that the Carteret County Environmental Health Department has reviewed and confirmed that the existing septic system is sufficient for the proposed building addition/expansion.
2. Page Two Condition #16; The applicant must review the lighting in the proposed parking lot and determine whether additional lighting needs to be installed at the rear of the proposed parking lot.
3. Page Three Condition #5; The applicant must confirm the zoning of the adjacent properties (224 Taylor Notion Road is zoned R-20; 296 Taylor Notion Road is zoned B-20).
4. Page Three Condition #8; The Planning Board determined that Mike Curtis will contact the community college building and grounds committee about a 60 ft easement/ROW that may exist on the property. The building and grounds committee will contact NCDOT for clarification.
5. Page Four Condition #8 and #9; The applicant must submit evidence that the project is located outside of the CAMA Outstanding Resource Waters Area of Environmental Concern.

Alternate Bruce Gay motioned to send a favorable recommendation of the Western Carteret Library & Learning Center CSP, with the requested updated information, to the Board of Commissioners. The CSP follow-up information must be submitted by 4:00 p.m. March 9<sup>th</sup>, 2018 to be considered at the next BOC meeting on Monday, March 12, 2018. The motion was seconded by Member Kevin Daffron. Motion carried unanimously.

#### b. Discussion on Marinas

Member Holz stated she has a file about 6 inches thick that she started years ago trying to establish what she called a marina, but now calls boat docks on Live Oak Dr. in Bayshore Park. She has used several different engineering firms and brought it before this board several times only to experience set-backs and rules that she thought the engineers should have been aware of, but apparently, they were not. Member Holz stated she would get discouraged and put it on the backburner. Some time ago, she had a very generous and unexpected offer from a private citizen to make the application again. And that was from her friend and citizen, Mike King. This was months before there was any intention or prospect or any sort of service (for which he has done before) for the Cape Carteret Town Board. She accepted gratefully, and they started working on a major CAMA application for few boats slips possibly with lifts down on Live Oak. Member Holz stated they went to a scoping meeting in Wilmington and then Mike was asked to serve again on the Board of Cape Carteret and then he fired himself from her effort. He did not

want the appearance of impropriety or conflict of interest which she appreciated and applauded. Now she is without any help. However, as part of this process for the major CAMA application, they have concluded the best way to approach this is as a conditional use permit. The reason is she meets every condition in the Waterways Ordinance for having a marina except "no other marina, boat dock, or boat ramp is located within 500 feet of the proposed marina, boat dock or boat ramp." Member Holz stated we all know this is not the case. Chair Ritchie asked if that was a town ordinance. Member Holz said yes, it was. Member Holz said this is an old photograph, but you can see in this area the proposed 9 slips possibly with lifts and that is within 500 feet of several areas. Therefore, she would like board to consider if a conditional use permit is the way to go on this. If it not, then she stated she needed to drop it again. If it is she said she would like to pursue it. Chair John Ritchie asked what if the board were to drop the 500-foot restriction? Member Holz said that is a possibility also particularly if the Town buys waterfront property which she understands an effort is under way perhaps. She doesn't want to spin her wheels more than she already has. If this board feels the conditional use permit is the way for her to go, she will proceed. Member Kelly asked how many feet is it? Member Daffron said maybe 300 feet. Member Daffron asked what would be the path of least resistance to make this happen? Chair Ritchie stated probably dropping the 500 feet restrictions. Attorney Curtis stated that Mr. Ritchie is absolutely right. Attorney Curtis said The 500 feet is an arbitrary number. That was done to make sure the whole waterfront community didn't become a whole bunch of docks and marinas. Chair Ritchie stated we can change make that number 100 feet. Attorney Curtis stated that one of the things Mr. Steffey is undertaking during the next budget is having a top to bottom review on all the zoning & waterways. In the meantime, the easiest way to fix this is to drop the 500 feet. He said you don't have to put another number is there because it is what it is. When you are talking linear feet, you could have people that are physically far apart and be on opposite sides of the peninsula and be less than 500 feet and it is completely arbitrary. Commissioner King stated as Mrs. Holz said the only requirement that couldn't be met was the 500 feet and that is an arbitrary thing. When you consider writing a specific ordinance with stipulations of what you can do, you need to consider things like this. There is property to the south of Harbor Lighthouse that could be a marina that also violates. If you make it 200 feet, you will need to come back and make a variance for that. Commissioner King stated you might want to consider the property across the canal on Lejeune that is now for sale. Somebody might put a small marina in there opposite of the Bayshore boat ramp. That would require a different set of rules. He said he doesn't know if anyone has the foresight to determine the rules and regulations you put in. If you use the process of a conditional use permit, which is specified in the ordinance 156.073, somebody had the foresight to put that in there for the exact reason that I am making a case for it. This board can make recommendations to the Board of Commissioners and they can change anything they want in it. He stated we have a lot of unusable land in town due to the existing rules and regulations. Mrs. Holz' property does not perk. The property across in Bayshore ramp probably won't perk either and could be used as a park or marina. That is why I am in favor of the conditional use. Chair Ritchie asked if Commissioner King if he wants the planning board to recommend a conditional use permit and not eliminate the 500 feet setback requirement? Commissioner King stated they can set any conditions that they want for the particular project. Chair Ritchie stated for future development we don't need the 500 feet in our ordinance. Member Holz stated then we could take the 500-foot requirement all together. Chair

Ritchie asked Commissioner King if he wanted the planning board to issue the conditional use permit and then let the BOC eliminate the requirement of the 500 feet? Commissioner King stated that is what he thought should be done. He thinks the conditional use was put in there, so you don't have to specify. It gives the BOC much better tools than going by the waterway ordinance. If we go with the waterway ordinance Member Holz will have to apply for a variance. The only other conditional use we have used in this town is for the Harbour Light Inn. Member Daffron asked Member Holz if it was not her initiative to not to abolish or get rid of the 500 feet, but to get a conditional use specific to your project? Member Holz stated yes, but she would not mind if the board removed the 500 feet. It is archaic and serves no real purpose. Commissioner King stated they were trying to keep people from buying up the entire coast of Cape Carteret and making it a marina. That's why those restrictions are in there. Commissioner King stated they wanted to come in here before the application is because they will do something different if they have to apply for a water facility permit instead of a conditional use permit. Chair Ritchie stated he felt the conditional use permit was the best way to go. Attorney Curtis stated it had to be two different motions. One (1) to eliminate the 500 feet and two (2) to have a conditional use for this permit. Mr. Steffey asked if they were or were not wanting to eliminate the 500 feet requirement? Chair Ritchie said he would like to eliminate it. Commissioner King asked if they were too far ahead of this? Member Holz still has to get the storm water and major CAMA permit. The way we lay this out will depend on this board if they will allow the conditional use permit where we wouldn't have to contend with the 500 feet. Attorney Curtis stated they can actually do both by action. It is going to be going up to the BOC anyway. He stated remove the 500 feet as it is archaic and arbitrary. You can have a peninsula that is 1000 feet long and have 2 properties on either side of it. If you drop the 500-foot requirement. Commissioner King stated the BOC could also add other things we didn't foresee. Mr. Steffey asked if they wanted to specify a distance or leave it open-ended and CAMA would be the regulatory. Attorney Curtis stated whatever distance you put on it will be arbitrary.

**Request by Chair John Ritchie to allow Member Paxon Holz to recuse herself from the voting on the change to the Waterways Ordinance, Chapter 155 Section 155.03(c)3. All members agreed.**

**Member Bruce Gay motioned to recommend a text amendment to change our Waterways Ordinance, Chapter 155 Section 155.03(C)(3) to remove the 500-foot requirement. Member Kevin Daffron seconded. Motion passed unanimously.**

**c. Discussion of RV's as Temporary Dwelling Units**

Mr. Steffey stated this is just for discussion. We have had a number of people that have come into town hall and requested to use RV's as temporary dwelling units while they construct their primary residence. We have probably had 5-6 requests in the last several weeks. It is an interesting concept and one that I don't think our ordinances really address it other than it doesn't meet the minimum square footage requirements for the zoning district. Different communities have different approaches to addressing RV's while someone is constructing their

home. Some places allow it with stipulations on the timeframe. They might limit it to (6) six months or a year. There are some questions as to whether it complies with the electrical code and the some of the other building code requirements. In some of the cases, people have been interested in using their RV to hard pipe into their septic system and try to run a temporary power pole to use electricity while they are constructing their home. I just wanted to have a discussion with the planning board to see what your reaction is to that to see if this is something you would be in favor to allow that. If so, we would have to write a text amendment for it that would allow RVs, and specify which zoning districts would be applicable, also stipulate a timeframe, and any other requirements that might be related to that. Chair Ritchie stated he would not recommend it to the board personally. Member Daffron stated I think it warrants discussion. With the right restrictions on it, time limitations for one, I think it would be important discussing. I don't know who would set the parameters. For example, you can do this because you have so much acreage, but you can't do it because you only have a 1/4 of an acre. Member Holz said what we need to do it do the same thing that we did for chickens. We did not do it for pigs, but we should have asked her for a copy of her covenants. Most of the covenants say no temporary structure, RV, tent, barn, or shack can be used at any time. We would be setting up ourselves as opposition to the covenants. Mr. Steffey asked Member Holz if that included Bayshore? Member Holz said she would have to look but did say Bayshore allows trailers. So, it is unlikely that they would not allow RV's. Mr. Steffey stated Bayshore is the primary area the requests are coming from. Chair Ritchie stated he would like for Mr. Steffey to find out what surrounding communities do on this issue up and down the coast. Please get back to us with several ordinances from other towns. Member Kelley asked who would oversee to make sure they were hooked up to the septic? Member Daffron stated Mr. Steffey. Member Holz stated we should not come in conflict with the covenants. Chair Ritchie said yes, because we can't overrule the covenants. Member Holz stated she has heard people say if I have to sue somebody for violating the covenants based on zoning, the town is going to be the second one I am going to name in the lawsuit. We don't want to promote that. Mr. Steffey asked if the planning board would like a model text amendment drafted, with conditions, obviously considering covenants. Member Kelley stated we did go through this with the granny pods. Attorney Curtis stated we also did it with the chicken coops. Member Holz stated the planning board was very thorough with the chickens. Attorney Curtis stated Commissioner King went through each covenant for the chickens. Chair Ritchie asked Mr. Steffey to please have something for the next meeting.

#### IV. Public Comment

- Attorney Curtis-Concerning the hike/bike trail, one of the items coming up is we are hopefully going to be starting is at 58 & 24 up towards VFW Rd. The last 100 yards of it is kind of a nightmare & we are going to have to deal with that separately. The reality has set in that when we designed the trail it was with the intent that we would go out & get grants.

The grants are gone. The timing was bad & we were a year late getting into the requests. My thought on it is this, and I talked to Zach & the engineers, we originally designed for it be 10-foot-wide of asphalt. I think that is overburdensome to the extent that we are going to be paying for it one way or another. I would like to see the size of the hike/bike trail, in the ordinance, be shrunk down to 6 feet. Eight feet ideal, but six feet if circumstances require it. There is really no reason to have a ten-foot trail running past VFW Rd & Golfin' Dolphin. You will be able to see what's coming & plenty of room to move to the side. It would save us a substantial amount of money. Chair Ritchie—40%. Attorney Curtis—that is exactly what I discussed with Zach. The County put in \$125,000 to get that part done. The Big Rock Tournament gave \$35,000, so we have \$160,000 to get that piece done. Chair Ritchie—Plus we are getting the library money. Attorney Curtis—the long and the short of it is, I would like to recommend to the planning board that you consider amending that requirement on the hike/bike trail pertaining to the 10 feet wide and drop it to 8 or 6 feet as appropriate. Chair Ritchie—How about a 6-foot minimum? Member Daffron—six feet is very small. Eight feet is enough. Commissioner King—I have a comment for you. Give a range to work with. The original 10 feet came from the NCDOT specifying 10 feet for grant money. That's how we got grant money for the first section we did. If you leave a window, and if there happens to be some grant money, we could comply with it. Chair Ritchie—So we want to change the working to a minimum of 6 feet wide? Attorney Curtis—that will work. What I would like to do and I'm going to talk to John Freshwater, I'd like to leave a shoulder so if we decide to widen it, we can go do that with separate money. Member Holz—did we ever decide if golf carts were going to be allowed on the trail? Attorney Curtis—I've been told they are not going to be allowed. Chair Ritchie—They are not allowed on the E.I. trail. Mr. Steffey—the applicability of that ordinance. Attorney Curtis—As it relates to certain areas, the Golfin' Dolphin is a perfect example, if there is an application to make any improvements on there, theoretically the Golfin' Dolphin would be required to contribute the money for the entire length of the property. That is ridiculous. However, within the discretion of the zoning officer, they should be charged for just the portion they are planning to improve. Why gouge people for what they are going to do. If you are improving the whole property, for example if member Holz decided to put a new subdivision on one the parcels that abuts Taylor Notion Rd, part of her plan would be for her to put the in the trail. But if it's to develop a single lot, there is absolutely no reason to assess somebody for the entire length of that property. So I would like to come up with some language that would just affect only that portion which is being improved. Chair Ritchie—If we change the language from 10 to 6 feet that would take care of the latitude you need? Attorney Curtis—That will take care of that portion of it, the rest would be for assessing how much. For example, the library parcel, that was pre-negotiated with that they were going to pay for that entire length of parcel. The improvements are affecting the entire property. I would like to work with Zach & come up with some language that would be equitable. Equity is really where we stand on it. Chair Ritchie—Bring it to us as the next meeting? Mr. Steffey—I think something like the linear length of the addition or the improvement. You would basically take that linear length & apply that to the length of the trail section. Chair Ritchie—I like square footage better than linear. Mr. Steffey—that might be problematic. Attorney Curtis—if you take square footage, it could really work against you. In the big picture, if you are working with a big plot, it could be a small footprint, like 3 or 5%. I face the frustration of no grant money being out there so do we want to pay for a 10-foot trail when it's just not practical.

● Resident (Haddock?) stated he has a RV and lives in Bayshore. He asked if he is permitted to have a single cord running from the house to the RV to keep the battery charged. He owns

a fifth wheel. Mr. Steffey stated it was fine to keep it charged, but he could not live in it. Mr. Haddock stated he was not living in it but used the fifth wheel to go to Tucson. If he doesn't keep the battery hooked up to electricity, it will be dead when he goes on his trip. Chair Ritchie stated charging the battery was okay.

#### V. **Town Manager's Corner—Mr. Steffey**

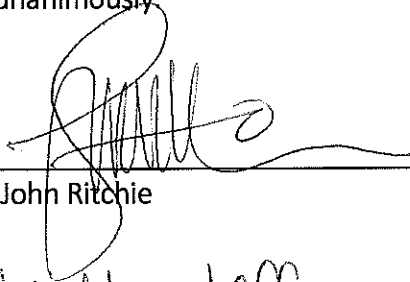
- The Town will be having an Easter Egg Hunt on March 24<sup>th</sup> at noon.
- Island Vet will be having a grand-opening on March 24<sup>th</sup> from 11-2
- Road paving took place on Bobwhite Circle, Bahia, and on small section of Pine Lake Rd. Mr. Steffey hopes to have Phase II in April. You can view the paving map on the Town website.
- BOC meeting is Monday at 6:00 p.m.
- Getting Constant Contact set up. You can sign up on our Town website. We will mail out (1) one more Town Crier.
- Town Hall is closed on Friday, March 30<sup>th</sup>, for Good Friday.
- Please stop by and see the new interim PD Chief, Wrenn Johnson.

#### VI. **Info Sharing**

- Member Holz would like a copy of the deed for Enterprise Ave. She is going to ask Commissioner Truax to approach NCDOT about fixing the pothole. Member Holz asked if NCDOT accepts responsibility for the hole. Mr. Steffey stated that NCDOT does not accept responsibility. Member Holz asked why not? Mr. Steffey stated that NCDOT had sent it up the chain and did not come back with a favorable decision. We can send the info again to NCDOT. Mr. Steffey stated he will show Member Holz what he sent to NCDOT. He even made a map & showed them exactly where the pothole was & they did not entertain doing it. Member Holz said she would love a copy of the deed & what we have done. She said we need to help that effort. Mr. Steffey stated maybe the Board of Commissioners could do a resolution. Member Holz said absolutely, it's the NCDOT's road. Mr. Steffey stated if it was the town's road we could get over there & do some patching. Problem is once we do it once they will expect us to maintain it. Mr. Steffey also stated there is something wrong underneath the pothole.
- Member Figowy stating this was a learning experience. Member Daffron said to constantly ask for clarification. Chair Ritchie said to Member Figowy that you usually start off as an alternate, but since Member Holz moved to her new role (ETJ), Member Figowy replaced her.
- Member Gay stated he was sorry he was late.
- Member Gay also said that we have had a lot of yard debris pick-up. They are doing a good job. He estimated the pick-up would be more expensive than the other pick-ups. Mr. Steffey stated that so far, the pick-up loads was up to 125 so far.
- Chair Ritchie congratulated and welcomed Member David Figowy.
- Condolences expressed to Member Holz, Member Daffron, and Chair Ritchie's family.

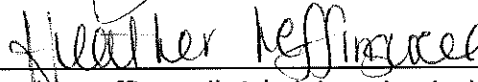
#### VII. **Adjournment**

Alternate Bruce Gay motioned to adjourn the meeting at 7:38 p.m. Member Paxon Holz seconded. Motion carried unanimously.



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Chair John Ritchie



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Heather Leffingwell, Administrative Assistant