



Town of Cape Carteret Planning Board

Meeting Minutes

September 27, 2022 @ 6:00 p.m.

Members in attendance Chair Susan Hall, Paxon Holz, ETJ Representative, Mike King, Sarah Wax, and Bruce Williamson. Neil Fitzpatrick was not in attendance due to a work conflict. Barbara Owens and Commissioner Cameron Watts were also in attendance. Frank Rush, Town Manager; attended the meeting virtually via GotoMeeting.

The Debbie E. Stanley Boardroom had many interested residents in attendance.

Chair Hall called the meeting to order at 6:00 p.m.

Planning Board voted to approve the meeting minutes from August 15, 2022, Special Meeting, and the consent agenda with a motion from Chair Hall, seconded by Mr. Williamson and approved with a unanimous vote by PB members.

Mr. Rush introduced item three on the agenda, recommending final adoption of the Town of Cape Carteret CAMA and Comprehensive Land Use Plan stating that the BoC adopted the plan in March 2022 which was then sent to Federal and State agencies. Comments were sent back to the town, which are included in the packet. There are no substantive changes. With the PB concurrence with the plan, it will be taken to the October 10, 2022, BoC meeting. With resolution at the BoC meeting, then it will have to go to the Division of Coastal Management.

Mrs. Holz said there is no mention of the private air strip at Star Hill Golf Club under transportation, and a property on Highway twenty-four is shown on the map as residential (page 123) but it is commercial.

Mr. Rush will make the correction, also he will remove specific references to roads.

Chair Hall made a motion to adopt the Town of Cape Carteret CAMA and Comprehensive Land Use Plan.

Mrs. Wax seconded the motion. Four PB members voted to adopt, Mrs. Holz abstained.

The Town of Cape Carteret CAMA and Comprehensive Land Use Plan was approved to go to through to the Board of Commissioners for final adoption.

Chair Hall introduced item number four, Ordinance Amending the UDO to adjust development standards in the R10M zoning district. She said that there only needs to be two parking spots per unit.

Mr. Williamson questioned if a garage counts for two parking spots?

Chair Hall said that it does count as two parking spots. This is to prevent parking lots.

Mr. Williamson said that three parking spots constricts options for developers, two parking spots gives more flexibility.

Mr. King asked if owners are agreeable to zoning changes?

Mr. Rush said yes, although I have not been able to speak to Highway fifty-eight. Rezoning would have to go through BoC. All zoning districts have thirty-five foot and forty-foot setbacks for front.

Chair Hall said to leave front setback at forty feet with twenty-foot buffer and two parking spots.

Mr. Rush said if this is approved and the BoC approves, it would apply to two parcels.

Chair Hall motioned to send the ordinance amendment to the BoC to adopt as presented with change from three parking spots to two parking spots.

Mrs. Wax seconded.

Planning board voted four to one, with Mr. King as the negative vote.

Mr. Rush presented item number five, discussion of potential changes to the Table of Permitted and Special Uses. To summarize, every situation about Permitted or SUP, we highlighted the ones where there was agreement and the few that there was disagreement. No discussion about B30, as that is only one parcel currently occupied by Culligan.

Mr. King said he is not in favor of SUP process because it is handled by the UDO administrator and the PB is not involved.

Mr. Rush said that is the way the law is written. There are restrictions on who can be involved, a smoother process. The BoC, a decision-making board, can delegate if the PB (advisory board) is to review.

Chair Hall said to delete community centers and halls in R10M, delete in B10.

Mr. Rush said that town sponsored events do not have zoning guidelines.

Chair Hall said to delete farmers produce and craft markets from B10, make funeral homes a permitted use in B10.

Chair Hall said go kart tracks need to remain SUP. Public Utility Substations permitted in all districts. Retirement homes permitted in B20, remove from R10 and R10M. Satellite parking allowed in all districts. Delete rental service stores.


Mr. Rush will draft an amendment for the next meeting.

Chair Hall said that Mr. Fitzpatrick will not be at the October 18, 2022, meeting. She asked if in the PB meeting everyone has to be physical present.

Mr. Rush said decision makers only must be present physically. This was verified with the Town's Attorney.

Mr. Rush said that there is a movement to bring building inspections back in house, and we are advertising for that position but concerned that we won't find one. I will draft a report from CPNI final version for the next meeting.

Chair Hall made a motion to adjourn the meeting. Mrs. Wax seconded the motion to adjourn the meeting. PB voted unanimously to adjourn the meeting at 8:30 p.m.



Chair Susan Hall

date: 1 Nov 22



Barbara Owens

date: 11/01/22