

MINUTES OF THE DARE COUNTY PLANNING BOARD MEETING

The Dare County Planning Board held their regularly scheduled meeting on Monday, August 9, 2021. This meeting was held in the Dare County Board of Commissioners meeting room located at the Dare County Administrative Building, 954 Marshall C. Collins Drive, Manteo, NC.

CALL TO ORDER 6:02 pm

MEMBERS PRESENT John Finelli, Chairman
Terry Gore II David Overton
David Hines Buddy Shelton

MEMBERS ABSENT Beth Midgett Michael Barr

APPROVAL OF MINUTES

There being no corrections or additions to the minutes of the July 12, 2021 meeting of the Dare County Planning Board, Terry Gore made a motion to approve the minutes as submitted. David Overton seconded this motion.

Vote: Ayes – Unanimous

PUBLIC COMMENT

-None-

OLD BUSINESS

-None-

NEW BUSINESS

Zoning Text Amendment, I-1 Lot Coverage Standard, United Parcel Service, 221 Etheridge Road, Manteo, NC

Jay McClease, Jr., Business Manager for the Manteo and Edenton United Parcel Service Package Center was present.

Donna Creef, told the Board that Prime Engineering, Inc. on behalf of the United Parcel Service (UPS) had filed a request to amend the text of the I-1 (Industrial) district to increase the lot coverage limitation from 35% of impervious coverage to 60% of impervious coverage.

Ms. Creef said UPS owns a facility near the airport off Etheridge Road on Roanoke Island and plans to expand the facility. The 35% lot coverage limitation was identified as an issue. UPS guidelines require paved parking areas for their facilities.

Ms. Creef explained in an earlier conversation Chairman Finelli had suggested a text amendment to the C-3 to add package distribution and delivery services as a permitted use. This would allow a 60% lot coverage versus adjusting lot coverage for the entire I-1 District. Ms. Creef said the Chairman's suggestion is the better option. She contacted Prime Engineering and they acknowledged agreement of the text amendment change to C-3.

Chairman Finelli asked Mr. McCleave if the option meets the needs of the UPS. Mr. McCleave responded that it does.

Terry Gore made a motion to recommend approval of the Zoning Text Amendment to add Package Distribution and Delivery Services as a permitted use to the C-3 Zoning District. Buddy Shelton seconded the motion.

Vote: Ayes – Unanimous

Terry Gore made a motion to recommend approval and a finding of consistency with the 2009 Land Use Plan update. Buddy Shelton seconded the motion.

Vote: Ayes – Unanimous

This item will be forwarded to the Board of Commissioners for their consideration.

OTHER BUSINESS

Discussion of Rules of Procedure for the Planning Board – Chapter 160D Requirements

Donna Creef addressed the Board. She stated as part of the 160D revisions it was written into Chapter 152.10 – Planning Board that the Board must adopt rules of procedure that follow the same rules as the Board of Commissioners. The Board of Commissioners Rules of Procedure were edited and are reflective to how the Planning Board operates. A copy of the Rules of Procedure draft was provided to the Board for their review. Ms. Creef noted this was more of a housekeeping item.

Buddy Shelton made a motion to adopt the Planning Board Rules of Procedure as required by Chapter 160D Requirements. Terry Gore seconded the motion.

Vote: Ayes – Unanimous

Planning Director, Donna Creef, announced to the Board that she had submitted the date for her retirement. Her last day will be January 31, 2022.

ADJOURNMENT

There being no further business before the Dare County Planning Board, a motion to adjourn was made by Terry Gore and seconded by David Overton.

Vote: Ayes – Unanimous

The meeting adjourned at 6:18 p.m.

Respectfully Submitted,



Andrea DiLenge
Planning Board Clerk

APPROVED: September 13, 2021



John Finelli
Chairman, Dare County Planning Board