

MINUTES OF THE DARE COUNTY PLANNING BOARD MEETING

The Dare County Planning Board held their regularly scheduled meeting on Tuesday, June 4, 2024. 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 6:00 pm

MEMBERS PRESENT John DeBoy, Chairman
Beth Midgett Buddy Shelton
David Hines Terry Gore II
David Overton Eddie Twyne

MEMBERS ABSENT ~ None

APPROVAL OF MINUTES

There being no corrections or additions to the minutes of the May 7, 2024 meeting of the Dare County Planning Board, Terry Gore made a motion to approve the minutes as they stand. Buddy Shelton seconded this motion.

Vote: Ayes – Unanimous

PUBLIC COMMENT

At 6:01p.m. Chairman DeBoy outlined the procedure for making Public Comments. There were no public comments made at this meeting.

Public Comment Closed at 6:01.

OLD BUSINESS

-None-

NEW BUSINESS

**SUP 02-2024 to allow for Home Occupation at 113 Hickory Ridge Ct., Colington.
Submitted by Rachel Sanchez of Sandbar Sweets.**

Morgan Potts, Planner began by stating that Mrs. Rachel Sanchez has submitted a special use permit application for a home occupation with the intent to produce and package baked goods for retail sale at 113 Hickory Ridge in Colington. She further detailed that this location site is zoned RS-1 (Single Family Residential) and noted that home occupations are permitted as a special use in this zoning district. Ms. Potts also cited that Mrs. Sanchez does meet all of the requirements for a home occupation, including square footage and classification as a “home processor” by the Department of Agriculture & Consumer Services, together with all the necessary permitting.

Rachel Sanchez, the applicant was present. She informed the Board that she shops both locally and in Virginia for most of the items needed to supply this home occupation, which eliminates the need for deliveries to her home address. Additionally, she confirmed that she is the only employee and mentioned that her hours of operation for customer pickups would be from 9:00am to 3-4:00pm, by appointment.

Ms. Potts stated the Planning Board would need to discuss with the applicant her methods for the delivery or pickup of finished products, including hours of operation. Mr. Gillam, Planning Director suggested amending the SUP stating hours of operation shall be between 9:00am to 3:00pm and pickup shall be *by appointment only* between these hours.

Terry Gore made a motion to advance this draft SUP, with the changes as noted to the Dare County Board of Commissioners with a finding that the conditions are reasonable and appropriate. Seconded by David Hines.

Vote: Ayes – Unanimous

OTHER BUSINESS ~ None

ADJOURNMENT

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

Vote: Ayes – Unanimous

The meeting adjourned at 6:07p.m.

Respectfully Submitted,



Gerri Ellington
Planning Board Clerk

APPROVED: July 2, 2024



John DeBoy
Chairman, Dare County Planning Board