

1 DRAFT MINUTES OF THE REGULARLY SCHEDULED MEETING  
2 OF THE EMERALD ISLE PLANNING BOARD  
3 MONDAY, APRIL 24, 2023 – 6:00 P.M.  
4 TOWN BOARD MEETING ROOM  
5

6 **1. Call to Order**  
7

8 The regular meeting of the Emerald Isle Planning Board was called to order by Chairman Sullivan at  
9 approximately 6:00 PM in the Town Board Meeting Room.  
10

11 **2. Roll Call**  
12

13 Present for the meeting: Chairman Kenny Sullivan, Susan Monette, Chad MacAvery, Ty Cannon, Jay  
14 Wootten, and Athan Parker.  
15

16 Malcolm Boartfield was not in attendance and the absence was not excused.  
17

18 Also present during the regular meeting was Planning Director Michelle Eitner.  
19

20 **3. Approval of February 27, 2023 and March 27, 2023 Meeting Minutes**  
21

22 *Motion was made by Parker to table approval of the minutes from the February 27, 2023 and*  
23 *March 27, 2023 meetings, as they were not ready for review, with a second by MacAvery. The*  
24 *Board voted unanimously in favor. Motion carried.*  
25

26 **4. Updated Text Amendments – Chapter 10 Article III Business Registration and Satellite**  
27 **Merchants**  
28

29 Sullivan introduced this agenda item and referenced recent public input on the proposed amendments.  
30

31 Eitner identified the February review of amendments to these provisions and that they were more  
32 comprehensive at that time. Eitner reviewed the changes that have been made since the Planning Board  
33 recommended it then. UDO Committee discussed different times that food trucks would be allowed at  
34 bars and ultimately recommended 9pm to 3am or 5pm to 3am. Planning Board discussed the possible  
35 times and identified that they would recommend that bars be allowed to have one food truck per day  
36 instead of limiting to a timeframe.  
37

38 *Motion was made by Parker to recommend the proposed ordinance with the change that Section*  
39 *10-43.2)b.ii.3. allow one satellite merchant operation may serve a bar/lounge per calendar day*  
40 *(rather than 9pm to 3am), with a second by Cannon. The Board voted unanimously in favor.*  
41 *Motion carried.*  
42

43 **5. Updated Text Amendments – UDO Updates Phase Two**  
44

45 Eitner briefly reviewed the amendments with the Planning Board, identifying the changes that had been  
46 made following Planning Board feedback and UDO Committee review since the March meeting.  
47

1 ***Motion was made by Cannon to recommend the proposed ordinance with two clerical changes:***  
2 ***change the “single-family” parking provision to reflect “duplex” within the table of Section 6.7.3.***  
3 ***and to change “mobile” to “manufactured” in one of the definitions, with a second by Monette.***  
4 ***The Board voted unanimously in favor. Motion carried.***

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6 **6. Report from Planning Director**

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8 Eitner provided a brief review of the monthly report.

9

10 **7. Board Comments**

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12 Board members thanked staff for their work on the UDO and with code enforcement.

13

14 **8. Adjourn**

15

16 ***Motion was made by MacAvery to adjourn the meeting with a second by Parker. The Board***  
17 ***unanimously in favor. Motion carried. The meeting concluded at approximately 7:05PM.***