

1 Isle, graduating from UNC-Chapel Hill in 2013, bringing a lot of experience in administrative,
2 and business management from the UNC Gene Therapy Center where she worked previously,
3 and most recently she was employed by NC Division of Marine Fisheries in Morehead City.
4 Director Rotchford was pleased to have her on the team.

5
6 The Board and public welcomed Rachael to her new position with the Town.

7

8 **7. Proclamations / Public Announcements**

9

10 Mayor Barber noted the following Proclamations and public announcements:

11

- 12 • **Friday Free Flick – Friday, Oct. 11 – 7 pm – Emerald Isle Community Center**
- 13 • **League of Women Voters host Candidate Forum – Mon. Oct 14 – 6-8pm – Town Board**
- 14 **Meeting Room**
- 15 • **Police Educating the Public (PEP) – Tuesday, Oct 15 – 10 am – Town Board Mtg. Room**
- 16 • **Golf Cart Advisory Committee – Tues. Oct 15 – 5:30pm – Town Board Meeting Room**
- 17 • **Bicycle and Pedestrian Advisory Committee, Wed. Oct. 16 – 9 am – El Comm Center**
- 18 • **Dog Park Development Committee – Wednesday, Oct. 16 – 3 pm – Community Center**
- 19 • **American Red Cross Blood Drive – Fri Oct. 18 – 2-7pm – Emerald Isle Comm Center**
- 20 • **Coffee With a Cop – Thursday, Oct. 24 – 9 am – Stir It Up**
- 21 • **Halloween Carnival – Friday, Oct. 25 – 6-8pm – Emerald Isle Community Center**
- 22 • **Planning Board Regular Meeting – Monday, Oct. 28 – 6 pm – Town Board Meeting Rm**
- 23 • **Municipal Election Day – Tuesday, November 5 – 6:30am-7:30pm – El Comm Center**
- 24 • **Neighborhood Watch Board Meeting – Tues. Nov 5 – 6 pm – Police Dept. Conf. Rm.**
- 25 • **Friday Free Flick – Friday, November 8 – 7 pm – Emerald Isle Community Center**
- 26 • **Veteran’s Day Town Holiday – Monday, Nov. 11 – Town Offices Closed**
- 27 • **Board of Commissioners Regular Meeting – Tues., Nov 12 – 6 pm – Town Bd. Mtg. Rm.**

28

29 **8. Public Comment**

30

31 **Brief Summary:**

32

33 The public will have the opportunity to address the Board about any items of concern not on the agenda. The
34 Mayor and Board welcome and appreciate all comments from the public, and will take these comments into
35 consideration as they make decisions on Town issues and provide direction to Town staff. Public comment is a time
36 for the Board to listen to the public's concerns and ideas, and is not intended for a lengthy dialogue or question
37 and answer session.

38

39 The Mayor, Board, and Town staff are happy to meet with any citizen during normal business hours or at any other
40 mutually agreeable time to discuss Town issues and answer any questions.

41 Joanne Flick, full-time resident Boardwalk RV Park, commented that she and her husband had
42 attended the Planning Board meeting earlier in the month and learned that a decision had been

1 made in order to leave Louise Avenue and Boardwalk as two-way streets but that the plan was
2 still in place to make Islander Drive from Reed Drive to Louise Avenue a one-way to allow for golf
3 cart parking, etc. Ms. Flick said in speaking with John McLean and other residents of the park
4 they wanted to register they were definitely opposed to having all of the traffic from Islander
5 Suites as well as the beach access coming down Louise and onto Boardwalk. Ms. Flick said there
6 were a substantial number of people who lived on the back section of the park so there was
7 constant pedestrian traffic going across Louise Avenue, in addition to fishing carts, bicycles, small
8 children; it was always busy in the summer and there was a concern of all of that traffic being
9 routed down that street. Ms. Flick said they had asked at the Planning Board meeting if there
10 were things that may be considered such as crosswalks, flashing lights, and were told that none
11 of those things were really being considered because emergency vehicles such as fire trucks had
12 a problem with speed bumps. Ms. Flick said that John McLean couldn't be here tonight as he was
13 at a school board meeting but she said that he and other residents of the park wanted her to find
14 out if there was any recourse they had to convince the Board to reconsider routing all of that
15 traffic down Boardwalk and Louise, and if they were going to continue on that route would they
16 be doing anything for the safety concerns for all who lived in the park and had to cross there.

17 Town Manager Matt Zapp stated that currently they were looking at the redesign and had
18 engineers surveying the area specifically at Islander and Louise. Manager Zapp said they ran into
19 a delay unfortunately due to the tornado that came through that whole area so their efforts were
20 shifted from survey work to clean-up work. Manager Zapp apologized they didn't have the
21 engineers drawing to share at this time, and the second point was to have the drawings and work
22 through each of the concerns. Manager Zapp said they were aggressively pursuing crosswalks,
23 and the full gamut of safety procedures in the area. Manager Zapp said safety was the number
24 one reason to leave Louise Avenue a two-way street. Manager Zapp said they heard her loudly
25 and clearly and would take everything into consideration with the goal to bring that information
26 back to be digested in a public forum.

27 Elton Matheson, 7008 Sound Drive, said he had it on an unimpeachable source that the Town
28 (Simmons & Simmons) would no longer pick up wood. Mr. Matheson said the alternative he was
29 given was that if he took wood in his trailer which he didn't have to some landfill in Peletier and
30 it would be free. Mr. Matheson said he wasn't physically able to do that and said he was paying
31 taxes or a fee for that service. Mr. Matheson said the landfill charged \$58 per ton so he was
32 entitled to 5 or 6 tons he thought on that basis. Mr. Matheson said he couldn't burn it, the
33 container that was refused contained an old garden cart made of wood, some metal, and some
34 decomposed whatever. Mr. Matheson said it was hurricane damage and he thought they had
35 FEMA help for this and he hadn't received anything. Mr. Matheson said the Town was giving
36 Simmons & Simmons a \$58 a ton pass, being one ton they didn't have to take even though the
37 Town was paying them. Mr. Matheson said to follow the money it came right back to Simmons
38 & Simmons, and Commissioner Messer. Commissioner Messer stated he had no interest in

1 Simmons & Simmons. Commissioner Messer asked Mr. Matheson if his problem had been taken
2 care of to which Mr. Matheson said it had not, it sat there for a week, but when asked if it was
3 still there said it had been removed this morning. Mr. Matheson said he had a deck to repair and
4 still had a lot of debris lying around that he couldn't burn it. Mr. Matheson said wood would
5 decompose and was not an environmental issue.

6 Carol Newsome, Emerald Drive, said she wasn't aware of this problem and thought Mr. Matheson
7 had a good point.

8 Town Manager Matt Zapp addressed the issue stating for the sake of the public that the
9 conversation they had was that Mr. Matheson called and they were able to identify that he had
10 contaminant material that our contract with Simmons & Simmons doesn't allow to be picked up.
11 Manager Zapp said he and the Public Works Director both visited Mr. Matheson's home,
12 inspected his material, called him on the phone, made arrangements to grab the can that was at
13 his home and emptied it. Manager Zapp said they also made arrangement to pick up all the
14 material he had placed at the street which was very similar to everyone else in this room if they
15 had hurricane related damage. Manager Zapp said that in the future if there was an issue if a call
16 was placed to his office, any of his team members, or elected officials they circled right around
17 and tried to get that, and recommended if there was an issue with construction related debris
18 from Hurricane Dorian they were going to get that. If it was regular construction debris when
19 engaging in a contract with a contractor that contractor should take that material away. Manager
20 Zapp stated in this particular case they responded in 48 hours, the team made arrangements to
21 empty Mr. Matheson's personal can and cleared at the street, along with a couple of other items
22 they addressed.

23 Commissioner Messer said Mr. Matheson had also called him about a month ago about a similar
24 situation. Commissioner Messer called Public Works Director Artie Dunn and the situation was
25 resolved within 24 hours.

26 Pat Lister, 8108 Sound Drive, gave kudos to the Town officials, employees, and volunteers that
27 excelled in the last 3 weekends with huge town events; Day4Kids, 1st Annual Emerald Isle Fishing
28 Tournament, and the Beach Music Festival. Mr. Lister said he had the pleasure to attend two of
29 those events and help out and he really enjoyed himself. Mr. Lister gave a shout out to Parks &
30 Recreation Director Alesia Sanderson, as well as all other Town Departments. Mr. Lister said he
31 appreciated them for bringing those great events to Town.

32 Charlie Tingen, 138 E. Seaview, commented that he attended the Board meeting in August when
33 he brought a matter to the Board's attention about the illegal shelter still standing at 118 E.
34 Seaview. Mr. Tingen said the shelter was originally brought to the attention of the Town officials
35 in July 2018. Mr. Tingen said Hurricane Florence was blamed for delays in handling the matter
36 but he felt there had been plenty of time to have it moved or removed. Mr. Tingen felt it was so

1 simple to resolve as the homeowner deliberately broke all building codes, no permits, no
2 inspections, building within 10 feet of the setbacks. Mr. Tingen felt this should not be left as a
3 prime example to anyone else who chose to build within the required setback and then get help
4 from the Town of Emerald Isle to make it legal. Mr. Tingen felt they must all follow the codes as
5 violations have a real impact on property values, and he would like to know the status of this
6 issue.

7 Town Planner Josh Edmondson said they were currently working with the property owner to
8 resolve the situation. Planner Edmondson said the property owner was still in contact with his
9 neighbor about obtaining property to meet the side setback. Planner Edmondson said the owner
10 was moving forward with the plan they set forth earlier this spring.

11 Commissioner Messer understood they tried to help everybody they could get into compliance
12 but felt they needed to set a timeframe for the owner to either get it done or not.

13 Planner Edmondson said he would discuss further with the Town Manager on this issue.

14 John Flick, Boardwalk RV Park commended the Town on a phenomenal job following the tornado.
15 Mr. Flick said they were there when it came through and EMS, Police, Fire were all there in an
16 amazing way. Mr. Flick thanked them for the way it was handled as it was a mess, and it was
17 really appreciated.

18 Terry Wade, Spinnakers Reach, commented about the bike path and having proper bathroom
19 facilities at the Point. Ms. Wade said huge strides had been taken over the 6 years she had lived
20 here with developing better parking and facilities for the tourists and residents who lived in the
21 area and felt the Point was such an important place especially this time of year for the fishermen,
22 residents and tourists who came every year to use the bike path. Ms. Wade said she had noticed
23 there were no facilities and limited parking at the Point. Ms. Wade mentioned conversation with
24 former Town Manager Frank Rush before he left and there was open dialogue about a grant or
25 possible improvements at the Station Street Park or possibly at the beach access. Ms. Wade
26 wanted to bring this to the Board's attention as something that could possibly be done to make
27 it nice for everyone at that end of the beach. In addition, Ms. Wade also mentioned the issue of
28 red flags not being property put out on the beach this time of the year down at that end of the
29 beach and she had a couple of occasions to tell tourists of red flag notifications that the tourists
30 that were already here didn't have access to so she would like to request they add a couple of
31 flags toward the end of the beach when they are red, and some trash cans this time of year to
32 keep the beach nice and clean, and keep residents and tourists safe.

33 Town Manager Matt Zapp noted that throughout 2019 the Town had multiple flag changes and
34 worked to improve the process. Manager Zapp said that seasonally they had 18 higher level flags
35 and they assessed the beach strand and determined you could see those flags looking east or
36 west. Manager Zapp the Town would normally start those flags at the start of the season and

1 end of the season bookended by Memorial Day and Labor Day. Manager Zapp said this year they
2 ran flags all the way through the month of September, and were leaving up and maintain
3 lifeguards through the Beach Music Festival. Manager Zapp said because the weather has been
4 so warm heading into October they extended the flags even further into October, but had
5 reduced the flags from 18 down to 7 which were the dominant locations. Manager Zapp said
6 they tried to cover the most populated areas. Manager Zapp said feedback received questioned
7 when the weather service provide rip current updates and notices, and that time period was
8 between the beginning of April and October 31. Manager Zapp said they would be reviewing
9 that for 2020 and determine the best plan and have further recommendation. The current plan
10 was to leave the flags up until October 31 in concert with the National Weather Service notices
11 about rip currents.

12 **9. Consent Agenda**

- 13 a. **July 9, 2019 Regular Meeting**
14 b. **July 9, 2019 Closed Session**
15 c. **August 13, 2019 Regular Meeting**
16 d. **September 10, 2019 Regular Meeting**
17 e. **Resolution Designating FEMA Agent (Hurricane Dorian) – (added Item e) (19-10-08/R1)**

18 ***Motion was made by Commissioner Messer to approve the items on the Consent Agenda as***
19 ***amended. The Board voted unanimously 5-0 in favor. Motion carried.***

20 Clerks Note: A copy of Resolution 19-10-08/R1 and all other consent agenda items as noted above are incorporated herein
21 by reference and hereby made a part of these minutes.
22

23 **10. Emerald Isle Post-Florence Beach Nourishment Project – Phase II**

- 24 a. **Resolution Authorizing Design Services Contract with Moffatt & Nichol Engineers**
25 (19-10-08/R2)
26 b. **Resolution Authorizing Construction Contract (19-10-08/R3)**
27 c. **Capital Project Budget Ordinance**

28 Greg 'Rudi' Rudolph provided an in-depth overview of the Phase I project recently completed and
29 the upcoming planned Phase II project for the Board's consideration. Included in Mr. Rudolph's
30 presentation was a PowerPoint with historical beach nourishment details, and projections for the
31 future phases. Mr. Rudolph noted that the website for the Phase II project would include updates
32 approximately 3 times per week and the public could learn the location of the dredges, and
33 project status. Mr. Rudolph provided a video that consisted of drone footage over the non-
34 nourished and nourished parts of the beach.

35 Mayor Barber asked for any comments from the public. There were none.

1 Mayor Barber thanked Mr. Rudolph for his hard work, as well as Commissioner Normile and
2 former Commissioner Wootten who serve on the Beach Commission who worked long and hard
3 with Mr. Rudolph and he appreciated his leadership.

4 ***Motion was made by Commissioner Messer to approve the Resolution Authorizing Design***
5 ***Services Contract with Moffatt & Nichol Engineers. The Board voted unanimously 5-0 in***
6 ***favor. Motion carried.***

7 ***Motion was made by Commissioner Normile to approve the Resolution Authorizing***
8 ***Construction Contract with Great Lakes Dredge and Dock Company, LLC. The Board voted***
9 ***unanimously 5-0 in favor. Motion carried.***

10 ***Motion was made by Commissioner Finch to approve the Capital Project Budget Ordinance.***
11 ***The Board voted unanimously 5-0 in favor. Motion carried.***

12 Clerks Note: A copy of Resolution 19-10-08/R2 and 19-10-08/R3 as noted above are incorporated herein by reference and
13 hereby made a part of these minutes.

14
15 **11. Presentation – Installation of Additional Golf Cart Spaces – James Street / Ocean Drive**
16 **Public Access**

17 Town Manager Matt Zapp and Parks and Recreation Director Alesia Sanderson addressed the
18 Board concerning this Agenda item. The following excerpt from Town Manager Zapp's memo
19 to the Board is provided for additional background:

20 **GENERAL OVERVIEW-** On September 17, 2019 the Golf Cart Advisory Committee had further discussion and review
21 of the James Street BETA test case prototype as requested by the Board of Commissioners during their September
22 10, 2019 regular meeting.

23
24 **JAMES STREET BETA-** The Golf Cart Advisory Committee voted to recommend installing a revised parking
25 improvement plan at the James Street / Ocean Drive access area. Attached is the revised concept drawing for your
26 consideration.

27
28 **FUNDING-** Funding for the increased parking can be attributed to the Golf Cart Reserve account.

29 **PARKING LOT RESEARCH-** Staff also researched the cost / development opportunities associated with the purchase
30 of the vacant lot at James Street/Ocean Drive. The estimated market value for the vacant lot is \$400,000-\$500,000.
31 Estimated cost to install parking improvements range from \$150,000-\$300,000. A total of 15 vehicle and 15 golf cart
32 spaces could be developed. The anticipated ROI will exceed 60-years, if we charged \$10/day per vehicle/cart to park
33 in the lot. Staff will report further on this topic during the October 8, 2019 Board meeting.

34 **RECOMMENDATION-** Attached for your consideration is the revised, professionally engineered, site drawing. The
35 current site plan was compiled based upon input from the GCAC, Board of Commissioners, CAMA, local citizens, and
36 town staff.

37 With Board approval, Town staff will coordinate the installation of the increased parking area at James Street in the
38 ROW.

1 Parks and Recreation Director Alesia Sanderson summarized the Golf Cart Advisory Committee
2 recommendation presented during the September meeting to install parking improvements at
3 the James Street access as a BETA test case. Following the September meeting the Board's
4 direction to staff was to have further discussion and review of the James Street BETA test case.
5 Director Sanderson noted that the Golf Cart Advisory Committee had indicated there was a need
6 for increased golf cart parking based on 1,000 golf carts and 62 golf cart parking spaces. Director
7 Sanderson said they started looking at areas where the highest number of parking citations were
8 issued and to also look at where public walkways were being rebuilt in this budget year. Director
9 Sanderson said the first match was James Street. Director Sanderson thanked Taney Browder,
10 Chair of the Golf Cart Advisory Committee for the extensive work he performed producing 14
11 different engineered drawings with #14 being presented to the Board tonight for consideration
12 as presented onscreen to bring a safe, effective and functional solution to the James Street area.

13 Director Sanderson noted the revised prototype would accommodate 8 golf cart parking spaces,
14 one being designated for handicapped parking. Director Sanderson noted all funds to build
15 would come from golf cart revenues generated from golf cart fees. Director Sanderson pointed
16 out the additional landscaping, buffers. Director Sanderson said the intent was to remove the
17 two existing golf cart parking spaces which led to confusion from golf cart parking perspective.
18 Director Sanderson said they would post and rope that lot to prevent parking until such time that
19 lot was developed.

20 Mayor Barber asked for comments from the public.

21 Jordan Madorsky, 317 Parkins Drive, asked if a ratio had been established as to how many golf
22 cart parking spaces were actually being sought.

23 Director Sanderson said they didn't have an exact answer at this time, they were using this as a
24 BETA test. Director Sanderson noted they could only do this at accesses with 15'-25' easement
25 areas.

26 Mr. Madorsky also wondered about using homeowners' property allowing them to lease space,
27 a parking sort of arrangement. Mr. Madorsky said some of the older duplexes had a lot of parking
28 with long driveways and the Town could possibly work out a deal with them for x number of
29 spaces between Memorial Day and Labor Day.

30 Tedd Burr, 105 James Drive, said there were a number of people tonight from James Drive and
31 none were happy with what was being proposed. Mr. Burr said the problem was not that there
32 were not enough golf cart spaces but too many golf cart spaces. Mr. Burr spoke of 13 accesses
33 on Ocean Drive counting the one on James Drive there were 10 golf cart spaces. Mr. Burr said
34 there concern was why they were pouring all the traffic down James Drive when there were 12
35 other accesses that had zero or one golf cart parking space, feeling this was not fair and should
36 be spread out. Mr. Burr liked the plan being presented as far as the boardwalk was concerned

1 and if they had to most could live with the 8 spaces. Mr. Burr said the problem was on the other
2 side of the street he counted 17 at one time that were illegally parked except for two. Mr. Burr
3 suggested to Town Manager Zapp, who he felt was trying to come up with a fair solution, that if
4 they put the 8 spaces in he felt most would not have an objection if they made sure no one parked
5 on those two corners illegally. Mr. Burr felt a simple solution would be to put same post and
6 rope around both corners of those vacant lots, low cost, no future problems of illegal violators,
7 and saving the Police Department time.

8 Director Sanderson stated that was a part of the current proposal to install the post and rope on
9 both corners and the entire front of the vacant lot.

10 Mr. Burr said based on Director Sanderson's comments he thought that would resolve their
11 objections.

12 Commissioner Normile asked Town Manager Zapp to reaffirm the spirit and intent of the Town
13 involving the post and rope on the corners.

14 Town Manager Zapp reaffirmed the Town's position of the proposal for clarity noting that the
15 goal was to improve the beach access, making improvements on the boardwalk and put in the
16 golf cart spaces as indicated in the diagram onscreen which was +/- 8 spaces also delineating
17 one for handicapped access to address ADA compliance issues. Manager Zapp said for this to
18 be successful the staff, Golf Cart Advisory Committee, including public input had determined
19 that something must happen to stop the condition of illegal parking. Manager Zapp said the
20 current proposal brought forward by Director Sanderson was the post and rope at each corner.
21 Manager Zapp stated there would be an 8 car parking area blended with vegetation
22 improvements/beautification and a post and rope scenario on the existing vacant and adjoining
23 corner to decrease the attractiveness of illegally parking. Manager Zapp said they were
24 working toward a common sense approach that was fair and reasonable for the people at
25 James Street as they can move the process out and spread out the golf cart accessibility,
26 walkability.

27 Mr. Burr gave one last thought - with 8 spaces you were quadrupling the number there now
28 and they also had automobiles parking there illegally, and by eliminating the parking with the
29 post and rope you eliminated a whole lot of problems for the Town, Police Department and
30 owners.

31 The question was asked by a resident regarding the 160-170 citations whether they were
32 residents or tourists.

33 Town Manager Zapp responded that approximately 7% of the citations per calendar year were
34 on a rental cart, leaving 93% of the citations to those not on rental carts.

1 Police Chief Tony Reese stated the fine for a citation was \$50 which by State law was the
2 maximum.

3 Don Martin, James Street, said he noticed on the agenda it said installation of additional golf
4 carts but now he was hearing they would just have the spaces on the Ocean side. He thought if
5 you had additional golf carts that meant they would be added to some already there.

6 Town Manager Zapp said in his mind they were taking two and replacing with 8 which was a
7 gain of six which was where the term installation of additional came from so apologized for the
8 grammatical error.

9 Mr. Martin mentioned two trucks being parked there today as well as one on James Drive
10 where it came onto Ocean so felt that if the ropes went up and they took care of those illegally
11 parked there.

12 Taney Browder, Sound Drive, Chair, Golf Cart Advisory Committee commented they worked
13 really hard and they heard a lot of people who live on the other side of the island and want to
14 get to the beach and there was a real need for parking. Mr. Browder said they could contain
15 parking, provide more parking and spread it out so no particular area was burdened. Mr.
16 Browder said they were trying to solve all the issues by the locals who live there and had to live
17 with this situation, and provide more access.

18 Parks and Recreation Director Sanderson responded to a question from Commissioner Messer
19 about the reason there were different number of spaces in areas and whether that was just
20 footage restraints by noting that not always and they were trying to get away from parking just
21 in the right-of-way. Director Sanderson said that was still on-street parking which was illegal
22 and they were trying to eliminate illegal parking. Director Sanderson said they had tried to be
23 as accommodating as they could with folks in neighborhoods requesting spaces at their access
24 and that had gotten a little out of hand and they had done as much as they could do and it was
25 causing problems – sight issues for intersections, people crossing streets, but more specifically
26 it was more or less in some places there were utility fixtures within the right-of-way and
27 distance had to be maintained.

28 Commissioner Messer felt we were headed in the right direction.

29 Commissioner Normile recapped what the Board's concerns were that had been addressed
30 tonight:

- 31 - Chairman Browder did a great job scaling down the size of the project going from 15
- 32 spaces down to 8 spaces
- 33 - Separated cart traffic from pedestrian traffic
- 34 - Additional vegetation for looks as well as a buffer for residents
- 35 - A plan to deal with the illegal parking problem

1 Commissioner Normile felt okay to move forward.

2 Commissioner Finch said there was a lot of thought and effort put into the design as well to
3 make it as safe as possible.

4 Commissioner Taylor liked the idea and saw there was a problem with the parking and would
5 like to request that they go ahead and put the ropes up now and just not block off the two
6 spots there until the work was completed in order to give that neighborhood some relief.

7 Town Manager Matt Zapp leaned to Chief of Police Tony Reese and Parks and Recreation
8 Director Alesia Sanderson but his opinion was when they were meeting as a team they
9 discussed whether there was a stop gap or something they could do today unfortunately they
10 felt the behavior exhibited by the individuals parking there if they roped everything excluding
11 those two spaces they had evidence that they drive through the rope in other locations.
12 Manager Zapp felt if they left any opening they would plow through or drive through and start
13 to park behind the rope thinking that was an actual quarantined parking spot. Town Manager
14 Zapp felt they were in a situation of all or nothing and it was much easier to have Police say you
15 are not in a certified spot.

16 ***Motion was made to allow town staff to install a beta test of golf cart parking lot spaces at***
17 ***James Street and Ocean Drive utilizing funds from the Golf Cart Reserve Fund. The Board voted***
18 ***unanimously 5-0 in favor. Motion carried.***

19 **12. Consider a Request from Cary L. Harrison for Final Plat Approval for 10010 Coast Guard**
20 **Road Subdivision**

21 Town Planner Josh Edmondson addressed the Board concerning this Agenda item. The
22 following excerpt from his memo to the Board is provided for additional background:

23 Cary L. Harrison is requesting the final plat approval for a five-lot subdivision on Coast Guard Road. Currently,
24 the parcel is +/- 10.3 acres with one single-family structure, detached garage, pier/dock and swimming pool on
25 the property. The proposed five-lot subdivision meets all the density and dimensional requirements as outline
26 in Chapter 5 of the Unified Development Ordinance. The minimum requirements are outlined below:

27
28 Minimum Lot Size: Single Family – 12,500
29 Duplex – 15,000
30 Minimum Lot Width: 75'
31 Minimum Lot Width Sawtooth Lot: 30'
32 Minimum Setbacks: 30' Front Street
33 15' Side and Rear Yard
34 30' CAMA Setback Mean High Water (if applicable)
35

36 The following is an overview of each five lots proposed to be subdivided:

37
38 Lot 1
39 Lot Size: 3 Acres, 130,839 sq. ft.

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1 Lot Width: 252.39'
2 Setbacks: 30' Front Street
3 15' Side and Rear Yard
4 30' CAMA Setback Mean High Water
5

6 Lot 2
7 Lot Size: 15,281 sq. ft
8 Lot Width: 97.54'
9 Setbacks: 30' Front Street
10 15' Side and Rear Yard
11

12 Lot 3
13 Lot Size: 15,286 sq. ft
14 Lot Width: 124.34'
15 Setbacks: 30' Front Street
16 15' Side and Rear Yard
17

18 Lot 4
19 Lot Size: 3.55 Acres, 154,518 sq. ft.
20 Lot Width (Sawtooth Lot): 32.20'
21 Setbacks: 30' Front Street
22 15' Side Yard
23 30' CAMA Setback Mean High Water
24 The single-family structure, detached garage, pier/dock and swimming pool will remain on lot 4 as shown on the
25 plat. All existing structures will meet required setbacks once subdivided.
26

27 Lot 5
28 Lot Size: 1.62 Acres, 70,408 sq. ft.
29 Lot Width (Sawtooth Lot): 32.20'
30 Setbacks: 30' Front Street
31 15' Side Yard
32 30' CAMA Setback Mean High Water
33

34 This subdivision does not involve the creation of any new right of way or water/sewer improvement. All lots are
35 located within 500' of an existing fire hydrant as seen on the attached map. The plat meets all requirements as
36 set forth in the Unified Development Ordinance with all required certificates signed. Staff is waiting to receive
37 the soil evaluation from the Environmental Health Office. The Planning Board recommended approval of the
38 subdivision at their September 2019 meeting contingent upon receiving a favorable soil evaluation from
39 Environmental Health
40

41 Attached to this memo is a copy of the plat, general location map and fire hydrant location map. I look forward
42 to discussing this with the Board at their October 8, 2019 meeting.
43

44 Town Planner Josh Edmondson outlined the request from Cary L. Harrison for final plat approval
45 for a five-lot subdivision located at 10010 Coast Guard Road and provided the plat/ maps
46 onscreen to show the details of the proposal. Planner Edmondson noted the parcel was 10 acres
47 and Mr. Harrison planned to downsize and intended to take one of the properties to build a
48 smaller structure for himself and sell the lot where his home was now. Planner Edmondson noted

1 there was no creation of any new right-of-way. Planner Edmondson stated they were still waiting
2 on the soil evaluation report and Hurricane Dorian had slowed that process by a few days and he
3 didn't expect there to be any issues. Planner noted the Planning Board recommended approval
4 of the subdivision at their September meeting.

5 Mayor Barber asked for comments from the public. There were none.

6 Commissioner Normile asked what the storm water mitigation plan was for those roads if any.
7 Town Planner Edmondson noted what was shown on the map was an existing driveway and the
8 storm water was mitigated by a low-lying depression for that driveway. Planner Edmondson said
9 there would be no other roads put in but just two driveway cuts to Coast Guard Road and when
10 they were put in part of the property being developed would be approval for storm water for
11 each particular lot when developed.

12 ***Motion was made by Commissioner Dooley to approve the final plat for a five-lot subdivision***
13 ***located at 10010 Coast Guard Road contingent upon receipt of a favorable soil evaluation***
14 ***from Carteret County Environmental Health. The Board voted unanimously 5-0 in favor.***
15 ***Motion carried.***

16 **13. Consider Waiver of Permit Fees**

17 **a. Ordinance Amending FY 19-20 Fee Schedule**
18

19 Town Planner Josh Edmondson addressed the Board concerning this Agenda item. The
20 following excerpt from the Town Manager's memo to the Board is provided for additional
21 background:

22 Last September, the Board approved an amendment to the FY18-19 Fee Schedule for properties affected
23 because of Hurricane Florence. Permits were still required to be obtained for all work associated with repairs
24 from these damages. While damages from Hurricane Dorian were not widespread like Florence, there was still
25 isolated substantial damage in the Islander Drive area. Because of this damage, staff is requesting to waive all
26 building permit fees for those affected by Hurricane Dorian. As was done last year, the request is to waive
27 these fees through December 31, 2019.

28 Town Planner Edmondson briefed the Board on this request to waive all building permit fees
29 for those affected by Hurricane Dorian as was done following Hurricane Florence through
30 December 31, 2019.

31 ***Motion was made by Commissioner Taylor to adopt the Ordinance Amending FY 19-20 Fee***
32 ***Schedule to Waive Certain Fees Associated with Damage from Hurricane Dorian. The Board***
33 ***voted unanimously 5-0 in favor. Motion carried.***

34

1 **14. Appointments**

2 **a. Dog Park Development Committee – 1 Vacancy**

3 **Brief Summary:** The Dog Park Development Committee currently has 1 vacancy remaining. As
4 this committee was established with a specific goal – the establishment of a Dog Park – the
5 terms are open ended. There is one individual at this time who has expressed interest in
6 serving. I have included a request from Patricia Kall for your consideration.

7 ***Motion was made by Commissioner Normile to appoint Patricia Kall to fill a vacancy on the***
8 ***Dog Park Development Committee. The Board voted unanimously 5-0 in favor. Motion***
9 ***carried.***

10 **15. Comments from Town Clerk, Town Attorney and Town Manager**

11 There were no comments from the Town Clerk or Town Attorney.

12 Town Manager Matt Zapp was thankful that the Board was able to amend the agenda tonight as
13 they were very pleased to indicate they had received declaration and anticipated funding to come
14 back through FEMA for all the efforts expended by the team and community. Manager Zapp
15 stated if the FEMA project worksheet moved forward the Town of Emerald Isle stood to receive
16 back in excess of \$225,000.

17 **16. Comments from Board of Commissioners and Mayor**

18 Commissioner Taylor thanked everyone for the hard work that went into the 1st Annual Emerald
19 Isle Fishing Tournament. Commissioner Taylor noted they raised just over \$6,000 for scholarships
20 this first year and they had set the date for next fall – September 19, 2020. Commissioner Taylor
21 said the scholarship program would give \$3,000 to a student from Croatan and \$3,000 to a
22 student from Swansboro and more information would be issued in the spring. Commissioner
23 Taylor thanked Mayor Barber and the Commissioners for their support of his idea and helping to
24 make it happen, and thanked the staff for their assistance. Commissioner Taylor also mentioned
25 that he wanted to spruce the area up between Coast Guard and Islander Drive bringing some
26 color to Emerald Isle, and with the assistance of the Mayor and Commissioner who had
27 contributed their personal funds to support his fall planting day on October 22 with volunteers
28 from Transportation Impact assisting with planting 700 daffodil bulbs in the pine needle beds
29 there. Commissioner Taylor noted that Holiday Trav-L-Park had donated half the funds needed
30 to purchase the other half of the bulbs. Commissioner Taylor hoped in the springtime they would
31 see the row of daffodils blooming.

32 Commissioner Finch said he looked forward to digging holes.

1 Commissioner Dooley congratulated staff for the FEMA reimbursement and thanked
2 Commissioner Normile and Rudi Rudolph for their hard work to have zero cost to the Town of
3 Emerald Isle for beach nourishment.

4 Commissioner Normile said last meeting he paid tribute to Senator Burr's staff, and
5 Representative McElraft and staff, and Rudi and many others. Commissioner Normile said since
6 then our Beach Commissioner met and through the work and labors of many they bunched up
7 enough money so our cost for Phase II was nothing. Commissioner Normile said they were
8 excited to pull it off with no cost for this go round and now they would roll up their sleeves for
9 Phase III.

10 Mayor Barber said since Matt had been here he had started using the term team and he thought
11 that was a great concept. Mayor Barber said they had a great team of staff members,
12 commissioners, and it was a joy to see this team work so well together.

13 Mayor Barber mentioned he was invited by the owners of the Panthers to sit in the owners' suite
14 the past Sunday and had a great time. Mayor Barber was happy to be able to share with so many
15 people the marvelous work they were doing here and he stressed the fact that our beach was
16 open for business. Mayor Barber had a great experience and it was an honor to represent
17 Emerald Isle.

18 **17. Adjourn**

19 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board voted***
20 ***unanimously 5-0 in favor. Motion carried.***

21 ***The meeting adjourned at 7:45 pm.***

22 Respectfully submitted:

23

24 Rhonda C. Ferebee, NCCMC, CMC

25 Town Clerk