

MINUTES OF THE DARE COUNTY PLANNING BOARD MEETING

The Dare County Planning Board held their regularly scheduled meeting on Monday, July 13, 2020. 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.

The meeting was streamed live on YouTube at <https://youtu.be/KO5Hx7yaDyY>.

CALL TO ORDER 6:00 pm

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

MEMBERS ABSENT Beth Midgett
David Overton

APPROVAL OF MINUTES

There was a correction to the minutes of the June 8, 2020 meeting of the Dare County Planning Board. The correction was made to the second sentence in paragraph three on page 11. The word Draft was added after TTPO, such that it reads: The current TTPO Draft limits the size to 400 square feet. Terry Gore made a motion to approve the minutes as corrected. Michael Barr seconded this motion.

Vote: Ayes – Unanimous

PUBLIC COMMENT

Joe Thompson, of Koru Village and Spa provided email comments to the Board in reference to some of the language in the proposed Travel Trailer Park Ordinance.

John Robbins, III, of John Robbins Construction and Planning provided email comments to the Board to propose suggested language for the Travel Trailer Park Ordinance Draft.

OLD BUSINESS

-None-

NEW BUSINESS

-None-

OTHER BUSINESS

Continued Discussion of Travel Trailer Park Ordinance

Donna Creef addressed the Board. The Board was given a revised copy of the Travel Trailer Park Ordinance (TTPO) Draft at their seats. Ms. Creef said changes to the TTPO Draft were noted in red. The latest revisions to the TTPO Draft were based on emailed public comments received from Joe Thompson and John Robbins.

Ms. Creef discussed recommended changes to Section 160.02 Applicability and Section 160.03 Definitions. The Board had no comments or suggested revisions to the recommended changes in these sections.

Ms. Creef discussed recommended changes to Section 160.15 Preliminary Approval and Section 160.16 Final Site Plan Review and Approval. Terry Gore asked if there are any circumstances where Planning Staff would approve the application without Board review. Ms. Creef said not the way the ordinance is currently written. Ms. Creef said Chairman Finelli recommends changing the approval process for travel trailer parks to be handled similar to the procedures for subdivisions. The Board approves the preliminary plat and Ms. Creef approves the final as the subdivision administrator. For travel trailer parks the Board would approve the site plan and Planning Staff would approve the final. Terry Gore said that stream-lines the process.

Ms. Creef discussed recommended changes to Section 160.21 Reference Points. The Board had no comments or suggested revisions to the recommended changes in this section.

Ms. Creef discussed recommended changes to Section 160.22 General Standards. Ms. Creef asked the Board for guidance on the two-acre minimum referenced in 160.22 (B). Michael Barr said he likes the two-acre minimum. Terry Gore asked why it is a two-acre minimum as opposed to another size. Donna Creef said the two-acre minimum has been in the ordinance since it was originally adopted and she does not recommend going higher than the two-acre minimum to keep existing campgrounds from being rendered nonconforming under the original TTPO.

Donna Creef asked the Board if there was anything they wanted to see included or excluded in Section 160.22 General Standards. Terry Gore said he thinks the bathhouse requirement is paramount because it will create a financial investment on the part of the developer and it sets a tone of professionalism within this realm. Mr. Gore said the bathhouse is the one thing he would like included. Michael Barr agreed and said those types of amenities are what makes a park appealing to people as opposed to just a parking lot for recreational vehicles.

The Board discussed exclusions to the two-acre minimum in Section 160.22 (B) General Standards. Buddy Shelton said it will be a good-sized parcel when you consider two-acres of strictly campsites excluding everything else. Mr. Shelton said it pushes the parcel requirement to three to four acres. Ms. Creef asked the Board if they want to rewrite the TTPO Draft to take the exclusions out so two-acres includes internal access roads, septic, and other required infrastructure and amenities. Mr. Barr said the two-acre minimum should include everything but keep the exclusion for wetlands in place.

The Board confirmed changing the TTPO Draft to a two-acre minimum excluding only fresh water coastal wetlands.

The Board discussed mixed-use site requirements in Section 160.22 (B) General Standards. Ms. Creef said the ordinance needs to be written to be universal and not site specific. Michael Barr said as long as a developer can provide two-acres for twenty campsites along with the other requirements that should be fine. Chairman Finelli said the current Draft does away with the two-acre minimum. Ms. Creef said mixed-use developments require twenty sites. Ms. Creef asked the Board if the two-acre minimum will need to apply to the mixed-use site if a developer can provide twenty sites or does the Board want to keep the two-acre minimum.

The Board confirmed changing the TTPO Draft to remove the twenty site requirement and apply the two-acre minimum to mixed use site developments.

Planning Staff was tasked with writing new language for a mixed use development section for the Boards review at the August 10, 2020 meeting.

The Board discussed fixed and free-form campsites in Section 160.22 (F) General Standards. Donna Creef asked the Board why we need linear campgrounds if we are trying to update our ordinance when the form of campgrounds is more free-flowing. Terry Gore said he likes the free-form because we need to set general guidelines but the developer needs to have a certain amount of latitude. Donna Creef asked the Board if a density is necessary. Michael Barr said he is more inclined to look at setbacks between the campers provided there is a minimum separation as opposed to minimum lot size. David Hines agrees from a safety point of view.

The Board confirmed removing the density requirement and will rely on separation of the units.

The Board discussed internal access roads in Section 160.22 (K) General Standards. Terry Gore asked what the aversion is to having a 12 foot one-way street. Chairman Finelli said the comment received from a Board member at the last meeting was a 12 foot one-way street is unsuitable for turning a trailer around. Ms. Creef said it may be appropriate for a 12 foot one-way road in the part of the park where eco-tents are located. Michael Barr said he thinks it will be fine if the developer can provide a detailed plan of how they will make it work.

Ms. Creef discussed recommended changes to Section 160.23 Camping Cabins. Donna Creef asked the Board if 600 square feet of enclosed area plus 100 square feet of unenclosed area is acceptable. Terry Gore said eco tents can be larger than 600 square feet and recommends raising the requirement to 800 square feet. Ms. Creef asked the Board if they would like to set the requirement at 1000 square feet and take out the enclosed and unenclosed area so the developer can decide how they want to break it up. Michael Barr said he likes 800 square feet. Terry Gore said he prefers 900 total with 800 square feet enclosed and 100 square feet unenclosed area. Mr. Gore is also fine with 900 total square feet that removes the enclosed and unclosed area. Chairman Finelli said decks will be included in the 900 square foot requirement.

The Board confirmed removing conditioned and unconditioned space from the camping cabins section and will make the requirement not to exceed 900 total square feet. Ms. Creef clarified if a developer wants a 600 square foot eco tent with a 300 square foot deck that will be acceptable as long as it falls under the 900 square foot requirement.

The Board discussed ownership of camping cabins in Section 160.23 (A) (4) Camping Cabins. The Board had no suggested revisions to the recommended changes in this section.

The Board discussed recommended changes to Section 160.29 Water and Wastewater Systems and Section 160.30 Recreational Amenities. Michael Barr said if it's a campground then it needs to have a bathhouse. Buddy Shelton and Chairman Finelli agree. Donna Creef recommended a dump station and bathhouse will be required per every 20 campsites.

The Board also discussed whether a cap is necessary for camping cabins in campgrounds to avoid group development. The Board agreed the camping cabin cap should be set not to exceed 50 percent of the campground.

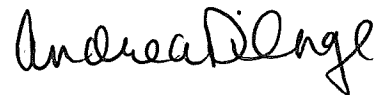
ADJOURNMENT

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

Vote: Ayes – Unanimous

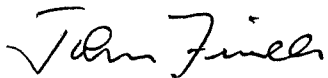
The meeting adjourned at 7:39 p.m.

Respectfully Submitted,



Andrea DiLenge
Planning Board Clerk

APPROVED: August 10, 2020



John Finelli
Chairman, Dare County Planning Board