



**TOWN OF KILL DEVIL HILLS**  
*Land Where Flight Began*

MEMORANDUM

February 9, 2021

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Consent Agenda

**1. Minutes (Attached CA-1A)**

A. January 27, 2021

**2. Monthly report (Attached CA-2A)**

A. December 2020

**3. Assistance to Firefighters Grant for the purchase of P-25 compliant communications equipment (Attached CA-3)**

Fire Chief Tilley's attached memorandum highlights the Fire Department's opportunity to apply for a Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) to fund the purchase of vehicle and personnel communications equipment, which would replace outdated equipment with 800 MHz, P-25 compliant units. The Board has previously authorized the Fire Department to apply, but the Department was not awarded the grant.

Approval of the Consent Agenda will authorize Staff to apply for the AFG of approximately \$300,000, with required 5% matching funds, or \$15,000, being allocated from the 2020-2021 Budget.

**4. Budget Amendments (Attached CA-2A and 2B)**

- A. To appropriate Coronavirus Relief Funds (CRF) under the federal CARES Act through Dare County to cover COVID 19 related expenditures for FY 2020-21.
- B. To increase rollout container sales and associated expenses due to increase in demand for rollout carts

5. **Schedule public hearings (Attached CA-5A, CA-5B, and CA-5C)**

**A. §153.076(D) Off-Street Parking and Loading - Modify Table of Parking Requirements for Retail, Office and Related Uses**

This requested amendment will simplify the parking table and reduce confusion surrounding permitted uses, along with categorize Retail, Office, and Related Uses at 1 space per 200 square feet of gross floor area. This includes an exception to reduce parking based on building size, provided the reduced parking spaces remain open areas.

**B. §153.002 Definition add definition for *Accessory Dwelling Unit*; add §153.315 *Accessory Dwelling Units (new section)*; and §153.176 *Commercial*, §153.206 *Light Industrial 2* and §153.226 *Light Industrial 1*- add *Accessory Dwelling Unit* as a Permitted Use**

This requested amendment establishes a new Town Code section to develop Accessory Dwelling Unit (ADU) regulations, and permits ADUs as a permitted use in the Commercial, Light Industrial 1 and Light Industrial 2 zones.

**C. Reduce minimum lot size to 15,000 square feet for *Duplex Dwelling Units* in §153.160(B)(2) *Residential High*, §153.180(B)(2) *Commercial*, §153.210(B)(2) *Light Industrial 2* and §153.230(B)(2) *Light Industrial 1***

This requested amendment would decrease the minimum lot size for a duplex development from 20,000 to 15,000 square feet.

These amendments to Chapter 153, Zoning, were developed at the request of the BOC. At its meeting on January 19, 2021, the Planning Board reviewed the recommended amendments and voted to forward them for consideration by the BOC. Approval of the Consent Agenda will schedule these items for public hearing on Monday, March 8, 2021, at 6:00 p.m.

Staff recommends approval of the Consent Agenda as submitted and a motion will be in order.