

Minutes of the February 16, 2021 virtual meeting of the Kill Devil Hills Planning Board held remotely and electronically beginning at 5:30 p.m. utilizing Zoom software in order to maintain the safety of Town residents, Staff, and Planning Board members. There were several methods the public could use to participate in or view the meeting, which were detailed on the distributed meeting agenda.

Members Present: Chair Howard Buchanan, Mark Evans, T. Dillon Heikens, Mike Lowack, and Ron Seidman, II, and Mary Simpson.

Members Absent: James Almoney

Others Present: Meredith Guns, Planning Director; Cameron Ray, Assistant Planning Director; and Jennifer Stecher, Clerk to the Planning Board

Call to Order

At 5:30 p.m., Chair Howard Buchanan called this meeting of the Kill Devil Hills Planning Board to order and welcomed everyone present via Zoom software. He conducted a roll call of Planning Board members:

Mark Evans	Here	Ron Seidman, II	Here
T. Dillon Heikens	Here	Mary Simpson	Here
Mike Lowack	Here	Chairman Howard Buchanan	Here

The panelists included the Planning Board members and Planning Department Staff, all participating remotely in the meeting. The meeting was managed by Jennifer Stecher, Clerk to the Planning Board.

Agenda Approval

Ron Seidman moved to approve the agenda for this meeting, as presented. Mary Simpson seconded that motion, and the motion carried unanimously, 6-0, which was recorded by roll call vote:

Mark Evans	Yes	Ron Seidman, II	Yes
T. Dillon Heikens	Yes	Mary Simpson	Yes
Mike Lowack	Yes	Chairman Howard Buchanan	Yes

Approval of the Minutes of the January 19, 2021 meeting

T. Dillon Heikens moved to approve the minutes of the January 19, 2021, meeting as presented. Mike Lowack seconded that motion, and the motion carried by 6-0 vote.

Mark Evans	Yes	Ron Seidman, II	Yes
T. Dillon Heikens	Yes	Mary Simpson	Yes
Mike Lowack	Yes	Chairman Howard Buchanan	Yes

Public Comment

Response to Public Comment

Old Business

New Business

1. **Zoning Amendment Request – Albemarle & Associates Ltd – Amend §153.076 (A)(12)(d) Off-Street Parking and Loading to Allow Stacked Employee Parking for Hotels and Motels**

Assistant Planning Director Cameron Ray explained the request is to allow for the use “Hotels and Motels” to be able to configure parking for employees in a stacked configuration at the same standards that is currently allowed for the use “Restaurants.” Currently, the regulation for restaurant allows employee parking to be arranged in a stacked configuration not to exceed 15% of total required spaces, a maximum of two stacked parking spaces deep, and required signage to indicate that the parking area is for employees only. The applicant, Albemarle & Associates, Ltd, requested that this be modified to allow the use “Hotels and Motels.” Staff recommended the Planning Board forward the zoning amendment request and consistency statement to the Board of Commissioners with a favorable recommendation.

T. Dillon Heikens moved to approve and forward the Proposed Zoning Amendment Request, by Albemarle & Associates Ltd, to Amend §153.076 (A)(12)(d) Off-Street Parking and Loading to Allow Stacked Employee Parking for Hotels and Motels for consideration, along with its consistency statement. Mark Evans seconded the motion, which carried unanimously, 6-0, and was recorded by roll call vote:

Mark Evans	Yes	Ron Seidman, II	Yes
T. Dillon Heikens	Yes	Mary Simpson	Yes
Mike Lowack	Yes	Chairman Howard Buchanan	Yes

2. Upcoming Amendments to Town Code – Update on Status of Code Compliance with NC General Statute 160D Local Planning and Development Regulations – Staff Briefing

Planning Director Meredith Guns explained that the North Carolina General Assembly adopted Part II of S.L.2019-111, which completely reorganizes the statutes related to planning and development regulations. The new North Carolina G.S. 160D consolidates current city and county enabling statutes currently located in 153A (county regulations) and 160A (city regulations) into a single unified chapter. Chapter 160D reorganizes planning and development regulations and clarifies several aspects of the previous chapters. All towns and counties are required to update local development regulations no later than July 1, 2021, to meet the new terminology and procedures outlined in 160D. Ms. Guns let the Board know the upcoming amendments are required and will be presented to the Planning Board at an upcoming meeting as a comprehensive amendment to all affective sections of the Town of Kill Devil Hills Town Code.

Public Comment

Response to Public Comment

Board Member Comment

Adjournment

There being no further business before the Planning Board at this time, Mark Evans moved to adjourn the meeting. Mr. Seidman seconded the motion, which passed with a unanimous, 6-0, vote. It was 5:52 p.m.

Submitted by:

Jennifer Stecher
Planning Board Clerk