



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

October 14, 2024

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Consent Agenda

1. Minutes (Attached CA-1A)

A. September 9, 2024

2. Monthly Report (Attached CA-2A)

A. August 2024

3. Recommended Resolution Authorizing the Sale of Unclaimed and Found Property (Attached CA-3)

On occasion, the Police Department must dispose of items that have been turned in or found and unclaimed by their rightful owners. The Police Department's meeting memorandum highlights the personal property that was seized as a part of felony investigation in 2020, and requests Board approval for the publication of a notice of found and unclaimed property distribution, along with a resolution authorizing the sale of this property, pending judicial authorization. The Town of Kill Devil Hills utilizes GovDeals.com for surplus and found or unclaimed property.

Approval of the Consent Agenda will record the Board's authorization for Staff to dispose of the property through sale with proper notice, including execution of the *Resolution Authorizing the Sale of Unclaimed / Found Property* and Public Notice of Found and Unclaimed Property Distribution, in accordance with the requirements of the North Carolina General Statutes.

4. Schedule Public Hearings (Attached CA-4A, CA-4B, and CA-4C)

A. Zoning Amendment Request — §153.315(B)(4) Accessory Dwelling Units — Modify Accessory Dwelling Unit (ADU) Site Requirements

The Planning Department's memorandum details the proposed amendment to the Town's Code of Ordinances, specifically Chapter 153, Zoning, §153.315(B)(4) Accessory Dwelling

Units, which will eliminate the site requirement for the 50% of required parking being outside the footprint on all lots greater than one acre in the Low Density Residential Zone. At its September 17, 2024, meeting, the Planning Board reviewed and forwarded the amendment, recommending approval.

Staff recommends approval of the proposed amendment and to schedule a public hearing for Monday, November 18, 2024, at 6:00 p.m. Approval of the Consent Agenda will schedule this item for public hearing.

Historic Landmark Designations

At its October 9, 2024, public hearings, the Historic Landmarks Commission (HLC) reviewed the following property designation reports and State comments, and voted to unanimously recommend these designations, along with a request for the Board to schedule two public hearings. Staff recommends scheduling these two public hearings for Monday, November 18, 2024, at 6:00 p.m. Approval of the Consent Agenda will schedule each of these items for public hearing:

- B. Local Historic Landmark Designation – 2025 New Bern Street: Harris / Blanchard Cottage**
- C. Local Historic Landmark Designation – 606 N. Memorial Blvd: Diane Baum Cottage**