

Kitty Hawk Planning Board Meeting
June 11, 2020 – 6:00pm
Kitty Hawk Municipal Building

AGENDA

1. Call to Order/Attendance
2. Approval of Agenda
3. Approval of Minutes:
 - a. January 16, 2020
4. Administrative Report:
 - a. Town Council Action from March 2, 2020 Meeting
5. Public Comment
6. Subdivision Review:
 - a. 4236 Carrenda Lane – The Applicant has proposed dividing a 3.75 acre lot into three (3) lots.
7. Comments:
 - a. Chairman Richeson
 - b. Planning Board Members
 - c. Town Attorney
 - d. Planning Director

8. Adjourn

1. **Call to Order/Attendance:**

Chairman Richeson called the June 11, 2020 Kitty Hawk Planning Board Meeting to order at approximately 6:00pm.

Board Members Present:

John Richeson, Chairmn; Bryan Parker, Vice-Chairman; Dusty Rhoads, Member; Jim Geraghty, Member; Chuck Heath, Member; Rob Testerman, Planning Director; Gary Muir, Alternate; Matt Spencer, Alternate

Absent:

Casey Varnell, Town Attorney

2. **Approval of Agenda:**

Hearing no objections/changes/corrections to the June 11, 2020 Agenda, the Agenda was approved unanimously.

3. **Approval of Minutes:**

Hearing no objections, changes, corrections to the January 16, 2020 Meeting Minutes, the Minutes were approved with Mr. Geraghty making the motion to approve and Mr. Richeson seconded, and the Minutes were approved unanimously.

4. **Administrative Report:**

Mr. Testerman stated that the Town Council approved the new Flood Damage Prevention Ordinance and adopted the Flood Rate Insurance Map/Study and due to the approval by the Council, the Town has been ‘permitting’ to the new data.

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5. **Public Comment:**

- Mr. Richeson asked if any member(s) of the audience would like to speak, and if so, to come forward and state their name/address
- No member(s) of the audience approached to address the Board. Mr. Richeson explained the purpose of the Board as strictly an advisory Board and that the Board may approve an item and the Council could deny or vice versa.

6. **Subdivision Review:**

- a. 4236 Carrenda Lane. The Applicant has proposed dividing a 3.75 acre lot into three (3) lots.
- Mr. Testerman stated the following proposal: The Applicant outlines a proposal to subdivide one (1) existing parcel totaling 3.75 acres on the western side of Carrenda Lane into three (3) lots. The three (3) lots would be 35,101.15 sq. ft (30,710 sq. ft. uplands) or 0.81 acre total area; 65,824 sq. ft. or 1.51 acres (64,456 uplands) and 62,206.5 sq. ft. or 1.43 acres total area (53,335 sq. ft. uplands)
 - There are no proposed new road(s) or road expansions as part of the subdivision.
 - Mr. Testerman also stated that because there are no improvements proposed or recommended conditions of approval, the plat is being presented as both the preliminary and final plat.
 - Moving forward, should there be any conditions of approval which would require a revised plat, the Board can make a separate preliminary plat approval and require a revised final plat to be submitted at a later date.
 - **Lot Size:** The area is zoned VR—1 and the lot size in VR-1 is 15,000 sq. ft. of non-CAMA Wetlands.
 - **Density:**
The maximum permitted density is two (2) single-family dwellings per acre and this proposal equals 0.8 dwellings per acre.
 - Mr. Testerman stated that the reason this is being presented to the Board is because the parcel is greater than two (2) acre, if the parent parcel were smaller than 2 acres, a subdivision such as this would be an “exempt subdivision” and be approved administratively.
 - Mr. Richeson asked if any member of the Board had any questions and the Applicant approached the Board.
 - A concern came from Mr. Geraghty regarding the water line, easement and meters.
 - The Applicant (Mr. Tillett) stated that the parcel was purchased 30 years ago and when it was purchased they acquired the easement and was field adjusted which was agreed upon by both owners.
 - Mr. Geraghty asked about a county water line and the Applicant stated that the meter is at the end of the water line easement on Kitty Hawk Road and Mr. Geraghty stated that when this happens, some sort of easement would be needed and the easement should go around the water line.
 - Mr. Richeson asked if the three (3) lots were going to be served by the meter on Kitty Hawk Road or will each lot be individually metered and the Applicant stated two (2) additional meters will serve the new lots.

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- Mr. Richeson if there were any more questions and hearing none, Mr. Richeson asked for a motion to be made and Mr. Parker made the following: **“I move to recommend approval of the preliminary/final plat for Tillett acres that divides one existing parcel on Carrenda Lane into three (3) lots proposed by the plat.”** Mr. Richeson seconded the motion and it was approved unanimously

7. **Comments:**

- a. Chairman Richeson – none
- b. Planning Board Members – none
- c. Town Attorney – (Absent)
- d. Planning Director – none

8. **Adjourn:**

Hearing no further comments, Mr. Richeson adjourned the June 11, 2020 Planning Board Meeting at approximately 6:30pm.

Respectfully submitted by Patricia Merski, Recording Secretary