



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Thursday, May 28, 2015 at 8:30 a.m., the Kill Devil Hills Community Appearance Commission (CAC) will hold a meeting in the Meeting Room at the Administration Building, 102 Town Hall Drive, off Colington Road. The items to be discussed are listed below:

Call to Order

Agenda Approval

Approval of Minutes

1. April 23, 2015 meeting minutes

Public Comment – please adhere to a limit of 3 minutes per person or group

Response to Public Comment

Ongoing Business

1. Survey discussion
2. Summer meeting schedule

New Business

Adjournment

Posted this 22nd day of May 2015.

Michael O'Dell
Administrative Specialist

Copies to: Community Appearance Commission members in their meeting materials; Board of Commissioners; all department heads; all Town bulletin boards; Town Sunshine List, including all local news media; Town Electronic Distribution List; website, social media; file

Minutes of the Thursday, April 23, 2015 meeting of the Kill Devil Hills Community Appearance Commission (CAC) held at 8:30 a.m. in the Board of Commissioners Meeting Room at the Administration Building, 102 Town Hall Drive, off Colington Road.

Members Present: Chair Sue Kelly, Vice-Chair Chris Marik, James Almone, Bambos Charalambous, Sandie Markland, Melinda Mogowski and Pris Shea

Members Absent: Michael Midgette & Skip Jones

Others Present: Commissioner Mike Hogan; Meredith Guns, Assistant Planning Director; Bryan Brightbill, Planner; Cameron Ray, Code Enforcement Officer; and Michael O'Dell, Administrative Specialist.

Call to Order

Chair Sue Kelly called the Thursday, April 23, 2015 meeting of the Community Appearance Commission to order. She welcomed everyone and thanked them for attending.

Agenda Approval

Sandie Markland moved to approve the agenda, with a second by Bambos Charalambous. Without objection, the motion was approved 6-0.

Meeting Minutes

Melinda Mogowski joined the meeting at 8:34 a.m.

Ms. Markland moved to approve the minutes of the March 26, 2015 CAC meeting, amended to include Mr. Skip Jones listed as present. Ms. Shea provided a second and the motion passed, 7-0.

Public Comment – please adhere to a limit of 3 minutes per person or group

Response to Public Comment

Ongoing Business

1. Outdoor Storage and Outdoor Display Definition Discussion

Assistant Planning Director Meredith Guns presented a draft memorandum addressing “outdoor storage” and “outdoor display” definitions, resulting from a meeting with Melinda Mogowski and Chris Marik [the memorandum is included as part of the minutes]. She stated the

group began with a definition for outdoor storage and display, determinate upon its location on a lot: fenced in and behind a structure would be considered storage and in front of the structure would be display. She said if items could not be seen from the right of way, it was storage; if it could be viewed, it was display. She noted that distances from the structure were also discussed, but the group believed that approach to be unfair and difficult to implement.

Ms. Guns stated that the discussion developed into the quality and quantity of items, and whether items were ripped, tattered, torn, or in poor repair. She noted that the proposed definition was similar to the earlier outdoor flag ordinances with regard to quality: if damaged, it should be replaced. She said the quantity of the items was limited to ten of a category, providing the examples of ten kayaks, ten chairs, etc. She also stated that the items were required to be unpackaged in this proposal. James Almoney inquired about the exclusions for some rentals. Ms. Guns responded that the language was in place for rental automobiles, since vehicles would be difficult to house indoors. Ms. Shea noted that with the earlier flag discussion, the criteria could be considered subjective. She inquired about businesses that sell only one type of item, such as clay pots. Ms. Guns replied that the proposal would allow ten of the general item. Mr. Almoney inquired about new businesses, including scooter rental, which place all of their rental units in front of its business. Ms. Guns stated it would allow ten scooters.

Chair Kelly inquired about vintage stores with various items. Ms. Mogowski stated that the definition approach seemed to be the best solution. Mr. Charalambous concurred and stated in three years, this was the best approach. Chair Kelly inquired about enforcement of this proposal. Ms. Guns stated the Town would respond to citizen complaints unless there was an egregious violation, where the Town would take action. Mr. Marik concurred with Mr. Charalambous' earlier comments on this approach being an effective method to approach the issue. Ms. Guns said it was not the items that were occasionally displayed that were a problem; rather, it was the items that were on a lot throughout a season.

Ms. Markland moved to forward the outdoor storage and display recommendations to the Board of Commissioners, with Mr. Charalambous providing a second. The motion passed, 6-1, with Ms. Shea voting against as the criteria could be considered subjective.

2. Survey Update

Planner Bryan Brightbill presented the group with the results report from the Town's recent online community appearance survey [the survey summary is included as a part of the minutes]. He briefly highlighted multiple comments about sidewalks, landscaping, and rental signs. Chair Kelly proposed the group take the results and review them to discuss at a future meeting.

3. New Rental Signs

Chair Kelly asked the group for its input and guidance as to whether to pursue the issue of large rental signage. Ms. Markland noted that during the Town's Historic Landmark Open House, she said the signs did not appear distracting. Ms. Shea stated that other issues might be of better use of the CAC's time.

Ms. Guns introduced Code Enforcement Officer Cameron Ray, and shared that he had inventoried rental signs throughout the Town. Mr. Ray reported that several companies were out of compliance for signage, either with signs in the right-of-way or with more than one allowable “for sale” or “for rent” sign. He noted that all signage in question was within the Town’s size limitations. He said that staff has developed a letter for properties and businesses not in compliance. Mr. Charalambous inquired about new construction projects and contractor signage. Ms. Guns responded that construction signage was addressed in a different ordinance; however, once construction is completed on a structure, construction company signs should be removed within fifteen days of the work’s completion. Chair Kelly stated there appeared to be no real consensus about strengthening the existing ordinance.

The group reviewed the Town’s new informational adhesives, and expressed its appreciation for them and the magnets. Administrative Specialist Michael O’Dell stated the Administration Department, in coordination with the Fire, Police and Planning Departments, would distribute the informational adhesives and magnets to property management companies and others throughout the Town.

New Business

1. Summer meeting schedule

Chair Kelly noted that there were no upcoming substantial topics for the CAC expected for consideration. The group discussed the possibilities of not meeting over the summer months, as many members have work schedules that are busy during the season. Chair Kelly said that the group could address its summer schedule at the upcoming CAC meeting, set for Thursday, May 28, 2015 at 8:30 a.m.

Mr. Marik announced that Ocean Atlantic Rentals would host a Chamber of Commerce mixer on April 30, 2015 from 5:30 – 8:30 pm., and invited everyone to attend.

Chair Kelly shared that she sent a letter to Town Manager Debbie Diáz in appreciation for the Town staff’s involvement with the 2015 Trash Attack! event. Mr. Marik said he would submit one to the press in addition.

Ms. Guns noted that the outdoor storage and display topic was the reason the group was originally formed. She said the group’s focus is aesthetics in the Town. Commissioner Mike Hogan stated the group has accomplished a significant amount, and noted that the CAC had brought the Floor Area Ratio (FAR) issue to a head and moved it forward.

Ms. Mogowski inquired about FAR for single-family homes. Ms. Guns stated the Board of Commissioners had directed Town staff to develop an ordinance for the Board of Commissioners and Planning Board for review.

Adjournment

With no further business appearing before the Community Appearance Commission, Ms. Markland moved to adjourn, with Ms. Shea providing a second. The vote was 7-0. The time was 9:34 a.m.