



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Thursday, September 26, 2019, 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. June 27, 2019, meeting minutes

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

Response to Public Comment

Introductions

Old Business

1. Plastic Bag Campaign
2. Report from the Help KDH Kick Butt Subcommittee
3. Tree Preservation
4. Community Appearance Awards

New Business

1. Budget
2. October Meeting Date

Adjournment

Posted this 18th day of September 2019.

Rachel Tackett
Office Assistant

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, September 26, 2019, 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, Natalie Painter, Billy Dorn, Melinda Mogowski, Dave Rollins, Bob Schiffer, Commissioner John Windley, James Almoney

Members Absent: Bambos Charalambous

Others Present: Cameron Ray, Assistant Planning Director; Harriet Banner, Administrative Assistant

Call to Order

Chair Sue Kelly called the Thursday, September 26, 2019, meeting of the Community Appearance Commission to order at 8:33 a.m.

Agenda Approval

Bob Shiffer made a motion to approve the agenda as presented. Natalie Painter provided a second and the motion passed by a unanimous vote, 6-0.

Melinda Mogowski arrived at 8:34 a.m.

Approval of Minutes of the June 27, 2019 meeting

Upon motion by Commissioner Windley and a second by Billy Dorn, the minutes of the June 27, 2019, CAC meeting were approved, as presented. The motion carried by a vote of 7-0.

Public Comment

Response to Public Comment

Introductions

Chair Kelly asked the group to introduce themselves along with visitors in the audience.

Old Business

1. Plastic Bag Campaign

The supply of black bags to be used instead of plastic bags has been depleted. Mr. Schiffer reported that more bags were desired by those who had received a distribution of them. There was initially a supply of 1,000 bags. The Board of Commissioners allocated \$5,000 to the CAC for their

budget. The group decided to keep the same color and Monument logo on the front but add the “Bag Smarter” logo on the back.

Commissioner Windley made a motion to request that staff bring an estimate back to the next meeting for 1,000, 1,500, 2,000 and 5,000 bags; one quote for the bag as is and another incorporating the “Bag Smarter” logo on the other side. Mr. Schiffer seconded that motion. The motion carried to consider this information at the next meeting and the vote was 7-0.

Ms. Mogowski made a motion to change the subject topic to be called the “Bag Smarter Campaign.” Mr. Schiffer seconded that motion, and the vote was 7-0.

2. Report from the Help KDH Kick Butt Subcommittee

Chair Kelly commented that giving out the cigarette butt holders at different Town events had been successful but more volunteers were needed to work the table. There are some upcoming events that need to have participants and volunteers from the CAC offered to help:

October 8th, 5-7 p.m.	Open House at Fire Station – Bob Schiffer, Melinda Mogowski
October 27th, 2-5 p.m.	Halloween Parade at Aviation Park – John Windley, Bob Schiffer

Chair Kelly said that it was her understanding that all the beach accesses that were designated to have the cigarette butt receptacle had them installed. More time is needed to decide where to put any additional receptacles and that is a discussion that she will have with the Town Clerk. The use has not been high, but they send a good message to people about being responsible for proper disposal of the butts. Chair Kelly said they had a promise from the Avalon Pier that they would like to have a couple of the receptacles. Surf Rider has indicated that for future endeavors they will need more help.

The group decided to inventory the remaining receptacles before deciding about buying more.

Mr. Windley made a motion for staff to price 1,000 more of the pocket ashtray. Mr. Dorn seconded that motion and the vote was 7-0.

Chair Kelly said she still had one unopened box of the cigarette butt pocket ashtrays, which contained 50 items. Commissioner Windley made a motion for staff to get a price for 1,000 more of these items. Mr. Dorn seconded that motion, and the motion carried 7-0.

Chair Sue made a motion to inventory for all marketing items for the next meeting. Ms. Painter seconded that motion, and the vote was 7-0.

3. Tree Preservation

Staff’s recommendation opposed a Tree Preservation Town Ordinance. Ms. Painter explained that at the last meeting, Assistant Planning Director Cameron Ray had made points concerning additional staffing that would be needed and additional items that the Planning Department would become liable. She continued that Mr. Rollins and a few other members discussed a ceremonial presentation of the Live Oak being the Town’s designated tree rather than making a tree preservation ordinance. Mr. Rollins added that any kind of enforcement of the ordinance would not be viable. There

is not adequate staff or infrastructure. His idea was to pivot the idea to an awareness campaign to request preservation of trees similar to requests made for use of the reusable bags.

After discussion, the group consensus was to start with a celebration. Trees are being planted all over the world in response to what is going on in the Amazon. It would be the right side of history to celebrate what we already have. Tree preservation and a planting of a tree could coincide with National Arbor Day, which will be April 24th in the year 2020. Arbor Day is traditionally the last Friday in April. Additionally, the Town could do a resolution declaring support for the Town tree being the Live Oak.

Commissioner Windley made a motion to request staff to draft a proclamation for review at the next meeting to decide on a date, either Arbor Day or some other day of celebration, to plant a Live Oak as the official tree of Kill Devil Hills to forward to the Board of Commissioners. Mr. Rollins seconded that motion, and the vote was 7-0.

4. Community Appearance Awards

The criteria for the Community Appearance Award was discussed and then the group brainstormed to name the contestants for each of the three awards, to be voted on at the next meeting. They are as follows:

Best Overall

Brewing Station
Nags Head Hammocks
Roosters Southern Kitchen
Southern Bank
Professor Hacker's Lost Treasure Golf

Most Improved

Mom's Sweet Shop
Ashley's Espresso Parlour
See Sea Motel
Jack Brown's Beer & Burger Joint
Sandbars Raw Bar & Grill

Multi-Unit

Ten-O-Six
Country Deli
Front Porch Café
Chip's Wine and Beer
Slice Pizzeria

Commissioner Windley made a motion to submit the above list for nominees of the Community Appearance Awards. Mr. Rollins seconded that motion, and the vote was 7-0.

Staff was requested to send out the scoring sheets and this list to Commissions members.

New Business

1. Budget

An inventory of marketing items and cost will be presented at the next meeting to determine possible purchases.

2. October Meeting Date

After group discussions, it was decided that it would not be feasible for a meeting in October. Mr. Schiffer made a motion to next meet on Thursday, November 7, 2019 at 8:30 a.m. Mr. Dorn seconded that motion, and the vote was 7-0.

3. Improved Appearance/Appreciation of Civic Mindedness

Ms. Mogowski made a motion to recommend to the Board of Commissioner to make a statement of appreciation recognizing the Dare Centre on their work to collaborate with the Town with their contribution to the sidewalk and drainage project in front of their strip mall. Mr. Schiffer seconded that motion, and the vote was 7-0.

Adjournment

There being no other business before the Community Appearance Commission at this time, Ms. Painter made the motion to adjourn, which Mr. Dorn seconded. The motion carried by a unanimous vote of 7-0.

It was 9:55 a.m.

Submitted by:

Harriet B. Banner

Harriet Banner
Administrative Assistant

These minutes were approved at the November 7, 2019 meeting of the Community Appearance Commission.

Sue Kelly

Sue Kelly
Chair

Minutes of the Thursday, June 27, 2019, 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: Vice-Chair Natalie Painter, Billy Dorn, Dave Rollins, Bob Schiffer, Commissioner John Windley

Members Absent: Chair Sue Kelly, Bambos Charalambous, Melinda Mogowski, James Almone

Others Present: Rachel Tackett, Office Assistant

Guests: Steve Albright, Public Services Director; Meredith Guns, Planning Director; Cameron Ray, Assistant Planning Director

Call to Order

Vice-Chair Natalie Painter called the Thursday, June 27, 2019, meeting of the Community Appearance Commission to order at 8:39 a.m.

Agenda Approval

Ms. Painter made a motion to approve the agenda. Commissioner Windley provided a second and the motion passed by a unanimous vote, 5-0.

Approval of Minutes

Upon motion by Commissioner Windley and a second by Dave Rollins, the minutes of the May 23, 2019, CAC meeting were approved, as presented. The motion carried by a vote of 5-0.

Public Comment

Response to Public Comment

Introductions

Old Business

1. Plastic Bag Campaign

The group discussed how they had been distributing their reusable bags. They will revisit this topic at the next meeting. The CAC also requested that the topic of its budget be placed on the next meeting's agenda.

2. Report from the Help KDH Kick Butt Subcommittee

The Help KDH Kick Butt Subcommittee has been working with local organizations to assist in spreading the message of their initiatives. The Subcommittee continues to distribute their promotional materials to citizens.

3. Future Events

Members discussed upcoming Town events in which they would like to participate. The events mentioned include: National Night Out, Surfrider Beach Sweeps, the Ice Cream Social, and the Halloween Parade, which is held at Aviation Park.

The CAC asked about the inventory regarding their promotional materials. Staff will provide updated information at the CAC's next meeting.

4. Public Service Announcements/Media Campaign

No action was taken on this business item.

5. Trash Cans along US 158 Busy Pedestrian Intersections

Public Services Director Steve Albright provided the CAC with an update on the trash cans that were placed at the intersections of US 158 Neptune Drive, Colington Road, and E. Third Street. Mr. Albright was able to borrow the three trash cans from Meekin's Field Park, as the park is temporarily closed while it is a construction site. He stated that the usage has been minimal. The Solid Waste Division will continue to monitor the usage throughout the summer months and Mr. Albright will update the CAC in the fall. The trash cans will need to be returned to their original locations in the Spring of 2020. Should the CAC wish to purchase permanent trash cans to place at the intersections, it is estimated they will cost near \$600.00 per container.

6. Tree Preservation

Planning Director Meredith Guns and Assistant Planning Director Cameron Ray informed the CAC of several substantial concerns the Planning Department has with attempting to proceed with the establishment of a tree preservation ordinance for Kill Devil Hills. Concerns that were mentioned to the group include: leaving developers with unbuildable lots and homeowners with large expenses, electrical issues and septic tanks problems. Tree surveys would be required, in addition to a regular building survey, and there would be a Staffing shortage.

Ms. Guns informed the CAC that lots less than 5,000 sq. ft. do not require an initial permit to be cleared. The majority of the time, developers clear the lots (under 5,000 sq. ft.) before they obtain required permits from the Planning Department.

Dave Rollins suggested looking into creating an awareness-type program, rather than an ordinance. One idea was to develop an informational brochure that could be provided to citizens at the Planning Department. The group will revisit this topic at its next meeting.

New Business

1. Community Appearance Awards

The group informed the newer CAC members about the process of the Community Appearance Award. Mr. Ray reminded the members that businesses that are not currently in

compliance cannot be considered to receive an award. Each CAC member will submit a list of business nominees for consideration in each of the three categories: best appearance, most improved, and best appearance for a business within a multi-unit complex, back to its next meeting. The group will then consider the lists of nominees. Once they have narrowed down the list of nominees, the members will then follow their established criteria and judging sheets to determine the winning businesses.

Adjournment

There being no other business before the Community Appearance Commission at this time, Commissioner Windley made the motion to adjourn, which Bob Schiffer seconded. The motion carried by a unanimous vote of 5-0. It was 9:43 a.m.

Submitted by:

Rachel Tackett
Office Assistant

These minutes were approved at the September 26, 2019, meeting of the Community Appearance Commission.

Sue Kelly
Chair