



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

March 6, 2024

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Consent Agenda

1. Minutes (Attached CA-1A)

A. February 5, 2024

2. Monthly Report (Attached CA-2A)

A. January 2024

3. Government Education Access Channels Committee – 2024-2025 Proposed Budget (Attached CA-3)

The Government Education Access Channels Committee (GEACC) oversees operations of the local government and education access channels, known as Current TV. Created through an interlocal agreement, the group is a collaboration of the Towns of Duck, Southern Shores, Kitty Hawk, Kill Devil Hills, Nags Head, and Manteo, along with Dare County, and educational entities Dare County Schools, UNC Coastal Studies Institute, and College of The Albemarle. The Committee is composed of a representative from each participating entity; government representatives to the committee must be members of their respective governing board. Commissioner Gray is the Kill Devil Hills Representative.

The GEACC annually submits its annual operating budget, which must be approved by all member entities. Approval of the Consent Agenda will record the BOC's approval of the 2024-2025 GEACC Budget.

4. Resolution Supporting the Coastal Resource Commission's Temporary Rules (Attached CA-4)

Following actions by the North Carolina Rules Review Commission (RRC), longstanding rules protecting Areas of Environmental Concern were removed from the Administrative Code. The Coastal Resources Commission (CRC) has introduced 16 temporary emergency rules for the critical day-to-day administration of the North Carolina Coastal Management Program to protect those AEC areas, including Jockey's Ridge State Park. Through consensus, the Board approved

a *Resolution Supporting the Coastal Resource Commission's Temporary Rules* for submission by the February 22, 2024, public comment deadline.

Approval of the Consent Agenda will record the Board's earlier approval of the resolution.

5. Schedule public hearings (Attached CA-5A and CA-5B)

The Planning Department's attached memoranda detail the proposed amendments to the Town Code. At its February 13, 2024, meeting, the Planning Board reviewed and forwarded the following amendments, recommending approval:

A. Town Code Amendment - 153.355(A) Site Plan Requirements & 153.357 Site Plan Review Process for Commercial, Multi-Family, and Special Use Applications: Revise Number of Copies Required for Submittal

At the BOC's January 24, 2024, meeting, the Town Clerk presented a memorandum on ways the Town was implementing the Board's goal of decreasing the Town's carbon footprint. One recommendation included decreasing the number of paper copies required for site plan review. As a result, the BOC directed Staff develop an amendment to decrease the required number of site plans for submittal to five, accompanied by an electronic copy.

B. Town Code Amendment - Chapters 10, General Provisions; Chapter 150, Building Regulations; Chapter 151, Flood Damage Prevention; Chapter 152, Subdivisions; and Chapter 153, Zoning: Modify Notice of Violation, Civil Penalties, and Appeals to Clarify Procedures

The proposed amendment, prepared in consultation with the Town Attorney, would modify the Town's notice of violation, civil penalties, and appeals procedures for clarification. The amendments to Chapters 10 General Provisions, 150 Building Regulations, 151 Flood Damage Prevention, 152 Subdivisions, and 153 Zoning will clarify the appeals process, resulting in a more efficient and user-friendly appeals system.

Staff recommends scheduling two public hearings for Wednesday, March 27, 2024, at 6:00 p.m. Approval of the Consent Agenda will schedule these items for public hearings.

Staff recommends approval of the Consent Agenda and a motion would be in order.