

**To:** Southern Shores Town Council  
**CC:** Town Manager  
**From:** George Kowalski, Chairman, Planning Board  
**Date:** 5/23/2007  
**Re:** Recap, Planning Board Meeting of May 21, 2007

**Planning Board recommended actions for the Town Council:**

- 1. Approve Ordinance No. 2007-05-PB1, Definition of Specific Term.**
- 2. Approve the formation of the Wireless Communication Master Plan Committee.**
- 3. Consider the formation of a Transportation Committee.**

**Organization:** Chairman Kowalski called the meeting to order at 7:00 PM. Planning Board members George Kowalski, Georgine Poisal, Dave Peckens, Joe Walter, ETJ Representative Ed Overton, Alternate Jim Connors and Alternate Nancy Wendt, were present. Alternate Jim Connors was sitting in for Jay Russell, who was absent with excuse. Also in attendance were the Code Enforcement Administrator Mike Hejduk and Administrative Support Assistant Cyndy Gabrys.

**Approval of Agenda:** Agenda approved

**Approval of Minutes:** There were no minutes to approve

**Public Comment:** There was no public comment.

**Committee Reports:**

The **Stormwater Management Advisory Committee** report was presented by George Kowalski who gave a quick overview of the Stormwater presentation and the Stormwater Plan. Each Planning Board member had copies. A meeting of the committee will be held on May 29, 2007 at 2:00 pm to discuss the arrangement of flooding sites in order of repair preference.

The **Hazard Mitigation Plan Committee** report was given by Mike Hejduk. He stated that the Council will be presented with choices that need to be made at the next Town Council Workshop meeting on May 22, 2007.

The **Vegetative Advisory Committee** was given by Jim Connors who stated that he will need to get the Vegetative Committee to sit down with the Planning Board and discuss a new vegetative ordinance proposal. A meeting time was not set but will be in the future.

The **Land Use Plan/ Steering Committee:** The report was presented by Nancy Wendt, who went over the CAMA Land Use Plan update draft report. She received input from various Board members and Nancy stated that there was still much to do, especially when it came to citizen input. Mike Hejduk stated that there was no money available for additional surveys. He stated he had applied for more grant money and read a letter reply denying the request. He stated that maybe it was time for new leadership on this committee and asked George to speak with the Town Manager.

**Applications:**

1. None

**Other Business**

**Old Business**

1. None

**New Business:**

**1. Ordinance No. 2007-05-PB1: Definition of Specific Terms.** The purpose of this ordinance is to amend section 3.02 of the Southern Shores Zoning ordinance which was approved some time ago but the definition of the term "Parking Space" had never been changed, in the list of definitions, even though it had been, within the ordinance itself. It changes the definition length of a parking space from 20 feet to 18 feet.

Subsequent to discussion, the Board, by motion, unanimously approved, that the Town Council adopts proposed Ordinance No. 2007-05-PB1

**2. Wireless Communication Master Plan.** At the last Town Council meeting, when the temporary Verizon tower was not approved, it was suggested that a committee be formed to evaluate the need for a Wireless Communication Master Plan and create one if so desired. A committee of Planning Board members has been formed that includes George Kowalski, Dave Peckens, and Jim Connors. Each member has been given a copy of the Kill Devil Hills Wireless Communication Master Plan and the first meeting will be held in June.

**Other Items:**

There were no other items presented by Planning Board members.

Mike Hejduk discussed the next three topics:

1. State of the Town roads/ ITRE reports. Planning Board members are now aware of the extent of town road repairs necessary, according to these 2004 reports.
2. A Canal Dredging Update with a discussion regarding Landing Zones at the canal ends of Duck Woods Drive and Juniper Trail.
3. Discussion of the possibility of establishing a Transportation Committee. Dave Peckens volunteered to chair it. Mike suggested that this request be submitted to the Town Manager and the Town Council.

**Announcements:**

Next regular meeting: Monday, June 18, 2007; 7:00PM Pitts Center

**Adjournment:** Upon motion, the Planning Board meeting adjourned.