

**TOWN OF DUCK
PLANNING BOARD
REGULAR MEETING
May 14, 2008**

The Planning Board for the Town of Duck convened at the Duck Municipal Offices at 6:30 p.m. on Wednesday, May 14, 2008.

Present were Chairman Ron Forlano, Vice Chair Jon Britt, Joe Blakaitis, John Fricker and Claiborne Yarbrough.

Absent: None.

Also present were Director of Community Development Andy Garman, Council Liaison Dave Wessel and Permit Coordinator Sandy Cady.

Others Present: Bill Lane of East Coast Construction and John Jenkins.

Chairman Forlano called to order the Regular Meeting of the Planning Board for May 14, 2008 at 6:32 p.m.

PUBLIC COMMENTS

None.

OLD BUSINESS

A. Discussion/Review of Proposed Sign Ordinance Amendments

Director Andy Garman was recognized to speak. Director Garman stated that at the last meeting, staff had proposed an ordinance that would limit the size of signs to ten (10) square feet for every twelve (12) linear feet of deck or railing. He thought it was agreed that the language would be changed slightly to state: "...for every contiguous twelve (12) feet..." as well as putting in an additional standard for railings less than twelve (12) feet that would limit the size of signs to twenty percent (20%) of the area of a section of railing to provide a further limitation on the size of a sign. He stated that staff was seeking comments from the Board regarding the new language for the ordinance and whether it met the expectations of the Board from the discussions at the April meeting. He stated that the Board had discussed abandoned signs and roof signs and staff made the suggested changes, which were that roof signs would be measured from the lowest attachment; wall and roof signs would be nonconforming instead of part of the amortization schedule; and that free standing signs would remain subject to amortization and be scheduled for compliance by 2010.

Member Blakaitis asked if most of the subdivision signs in Duck were considered free standing ones. Director Garman stated he was correct. Member Blakaitis asked if the compliance schedule had changed. Director Garman stated it hadn't. Member Blakaitis asked why there wasn't a definition for a free standing sign in the ordinance. Director Garman stated that there

was only a small excerpt on definitions and it only included definitions on signs that had suggested changes.

Member Yarbrough asked what was done regarding the non-illuminated yard sale signs. Director Garman stated that yard sale and open house signs were broken out so they would be easier to find in the ordinance.

Chairman Forlano asked if there was a limit on the number of “Open House” signs that were permitted on a property. Vice Chair Britt asked if Chairman Forlano was asking about multiple signs on one property. Chairman Forlano stated that he has seen multiple ones as well as ones that were on Duck Road acting as a directional sign to an open house that was on a side street. He wondered how those types of signs could be addressed. Permit Coordinator Sandy Cady was recognized to speak. Permit Coordinator Cady stated that she has picked up A-frame Open House signs with one being a directional sign. Chairman Forlano pointed out that ordinance does not state how many Open House signs were permitted on a property.

Member Yarbrough wondered if there was a problem with multiple Open House signs or with picking them up. Chairman Forlano thought there would be a problem enforcing the signs as the Town is not open on the weekends. Member Yarbrough stated that the ordinance was clear about yard sale signs. Member Fricker noted that they were limited. Member Yarbrough agreed, but noted that the ordinance was clear on how long they could be up and that they needed to be picked up right away. Vice Chair Britt thought the issue should be ignored. Member Blakaitis agreed and felt it was a matter of common sense. Vice Chair Britt agreed and pointed out the Open House signs were only for a limited amount of time.

Chairman Forlano asked about flags that say “Open”. He asked if they say “Open”, would it be considered an open house sign. Director Garman stated that it only applied to businesses. Chairman Forlano stated he was fine with the rest of the draft ordinance.

Member Fricker thought porch signs had to be flush with the bottom of the fascia. He asked if they could also go above the top of the fascia. He asked if it was ever drafted in the ordinance that they had to be flush with the bottom. Director Garman thought it was addressed indirectly on Page 2 of the ordinance. Member Fricker suggested inserting the word “be” on Page 10 to read: “...porch may extend above the edge of the fascia of the porch roof only and must be designed...” Director Garman stated he would add it.

Member Blakaitis moved to recommend the ordinance amendment to Town Council with the minor grammatical change. Member Yarbrough seconded.

Motion carried 5-0.

Director Garman stated that he would prepare a detailed presentation for Council detailing the recommendations.

NEW BUSINESS

None.

APPROVAL OF MINUTES

Planning Board Meeting April 9, 2008

Chairman Forlano directed the Board to review the minutes from the April 9, 2008 meeting. Chairman Forlano had one change to Page 1. Member Fricker has changes to Page 2 and 3.

Vice Chair Britt moved to approve the minutes as amended.

Motion carried 5-0.

OTHER BUSINESS

Annual Election of Chair and Vice Chair

Chairman Forlano stated that as of May 1 of every year, the Board is supposed to elect a chair and vice chair. He stated that it was not done last year due to the transition of Sue Cotellessa leaving and Director Garman coming on board. He stated that he had contacted Director Garman to remind him that it was supposed to be done. He stated that the last time he was elected to Chairman; he indicated that he only wanted to do it for one (1) more year. He thought it would be wise to elect a new Chairman. He asked if the Board would want Jon Britt as the new Chairman of the Board.

Member Fricker nominated Jon Britt as Chairman of the Planning Board. Member Blakaitis seconded.

Motion carried 5-0.

Chairman Forlano then turned the meeting over to Jon Britt to elect a Vice Chair for the Board.

Chairman Britt thanked the Board for electing him as Chairman. He went on to ask if the Board would want Joe Blakaitis as the new Vice Chair of the Planning Board. Member Yarbrough thought it made sense.

Member Fricker thanked Ron Forlano for all his hard work. He nominated Joe Blakaitis as Vice Chair of the Planning Board. Member Yarbrough seconded.

Motion carried 5-0.

STAFF COMMENTS

Director Garman stated that there was a discussion at the last Council meeting regarding beach erosion. He stated that staff has a meeting on May 23, 2008 with the Army Corps of Engineers to discuss the issue.

BOARD COMMENTS

None.

ADJOURNMENT

Chairman Britt adjourned the meeting.

The time was 7:08 p.m.

Approved: _____
Jon Britt, Chairman