

**TOWN OF BOGUE
PLANNING BOARD MEETING
June 2, 2016**

The Town of Bogue Planning Board met June 2, 2016 at the Bogue Town Hall, 121 Chimney Branch Road in Bogue. Chairman John Goguen called the meeting to order at 6:32pm with the following members present: John Goguen, Michael Panzarella, Bobby O'Chat, Alternate Scott Leahy, and Alternate Cecil Hurst. Members excused: Julie McSwain. Absent: Shirley Page. Also present was Town Clerk Elizabeth Sweeney and Town Attorney Donna Boggs.

Agenda

Michael Panzarella made a motion to accept the agenda. Cecil Hurst seconded the motion. Motion approved unanimously.

Minutes

Michael Panzarella made a motion to accept the April 7, 2016 minutes as written. Motion seconded by Scott Leahy. Motion approved unanimously.

Citizen Comments

There were no citizen comments.

Old Business

Update on town sign: Clerk Sweeney said Bud Shipp met with her and took the sketch to Cedar Point Signs. She requested plans or a quote by today's meeting but has not heard from them. She called today but no one answered. She will call again. Bud Shipp said the design was too busy; it would have to be modified. Sweeney said she and the board understood that and would like some portion of the sketch in the sign. Chair Goguen asked if Cedar Point Signs would be doing the design as well as the sign. Sweeney said yes she believed they would and was going to ask them to be sure. Bobby O'Chat asked if there was anything to look at now, any design. Sweeney said there was only the one sketch that she and Shirley Page created in a word document for the last meeting. Sweeney called the DOT to verify the setback and they said when the area is staked out they will look at it. Generally the back of the ditch is the setback line. Sweeney said she was not sure if we could use the Marine Corps emblem or abbreviation on the sign and would check on it.

Video training: It is available online and also is setup for viewing tonight. There are 10 videos [now updated to 12 videos], approximately 45 minutes each on Planning Boards, Boards of Adjustment and related items. Sweeney can email the steps to login to the members. There are several steps in the login and it would be simpler to view it together as a group. It was agreed to finish the meeting and stay for the training video.

New Business

Code Book Supplement: Distributed to members. There is an error on one of the pages by the publisher. There will be a one page update to correct it coming soon.

Planner Report

Permit Denied: For extending a garage and enclosing a storage area at 167 Hunting Bay Drive. Setback is 30ft, garage is already nonconforming because it extends into the setback. Resident was sent denial letter on May 16 including the reasons and the variance process to the Board of Adjustment. The

owner indicated he was not inclined to request a variance. Chair Goguen asked for the pages where the reasons are in the code. Chapter XV, pages 139, 159, 193. The sketch of his plan is available if anyone wants to review it. There were no further questions.

Four permits were issued: covered porch, accessory building, new home construction, and new mobile home.

Another item, Alan Bell surveyor came to Sweeney on Tuesday this week with a proposed map for a subdivision development. The parcel is about 30 acres, zoned RA, smallest lot in development is 1.15ac, smallest allowed in RA is 1.14ac. A subdivision development is to be reviewed by a Technical Review Committee(TRC) consisting of two members of the Planning Board, planner, and anyone else that we want to put on the committee to help with the technical review of the proposed project. The subdivision review fee is \$20 per acre plus \$100. Total \$699.20. Mr. Bell said ok, he did not fill out an application or pay the fee. It has not been officially requested at this point, we have a drawing and a map. Chair Goguen said we are not going to discuss it tonight. Sweeney said that is her recommendation also until the TRC has looked at it. Town Attorney Boggs added that there is a process in place to follow and that is her advice to follow it.

Miscellaneous Reports/Announcements

Scott Leahy asked about the trailers for sale at Bogue Commercial Park. Leahy was wondering if it was a new business. It is zoned B1. Bud Shipp said it is an auxiliary location and is legal under his operating license. Sweeney asked him to complete a zoning application and get proper building inspections. He has not done that yet. Leahy said it is not exactly pleasing to the eye, several people had asked him about it. Sweeney said she asked him to make sure they were behind the DOT setback line. The temporary signs will be replaced by a permanent sign but as yet no plans have been submitted. Emerald Isle Crossfit has moved out and Shipp is using the building for a sales office.

Adjournment

The next meeting will be Thursday, July 7, 2016. Michael Panzarella made a motion to adjourn the meeting. Motion seconded by Scott Leahy. Motion passed unanimously. Meeting was adjourned at 6:49pm. [All members present, including Attorney Boggs and Clerk Sweeney, stayed for the web training session on "Special and Conditional Use Permits" presented by UNC School of Government.]

_____ **JOHN GOGUEN, Chairperson**

_____ **ELIZABETH SWEENEY, Town Clerk**