



**TOWN OF HOLDEN BEACH**  
**PLANNING & ZONING BOARD REGULAR MEETING**  
**HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY ROOM**  
**TUESDAY, APRIL 22, 2025 – 3:30 P.M.**

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1. Call to Order
2. Roll Call
3. Public Comments on Agenda Items
4. Approval of Minutes of February 25, 2025
5. Discussion and Action of Forming a Sub-Committee Regarding Gravel in Pedestrian Pathways
6. Comments
7. Adjournment

**§ 155.15 COMMUNITY ADVISORY COMMITTEES.**

(A) At the direction of the BOC, the Planning and Zoning Board shall establish subordinate committees to be known as Community Advisory Committees, only as provided for in this section. Without the express direction of the BOC, the Planning and Zoning Board shall not establish any committee, subcommittee, working or similar group comprised of regular or alternate members, members of the public or any combination thereof, that is not a Community Advisory Committee established pursuant to this section.

(B) Except as otherwise directed by the BOC, any Community Advisory Committee shall be comprised of (1) three members of the public, each of whom shall be residents or owners of residential property located in the town, and (2) two regular or alternate members of the Planning and Zoning Board, all of whom shall be appointed by the Planning and Zoning Board by vote taken at a meeting of the Planning and Zoning Board, and each shall serve at the pleasure of the BOC. One of the regular or alternate members shall be appointed as the Chairman and one shall be appointed as the Secretary of the Community Advisory Committee by the Planning and Zoning Board. There shall be a quorum of four members of the Community Advisory Committee for the purposes of taking an official action.

(C) Unless a Community Advisory Committee is designated as a standing committee by the BOC, the term of existence of a Community Advisory Board shall be no more than three months, unless that term is extended by the BOC. Each Community Advisory Board shall make a report to the Planning and Zoning Board at each regular meeting thereof. Unless otherwise directed by the BOC, (1) no Community Advisory Committee nor any member thereof shall make any report to the BOC, (2) only the Chairman or Vice Chairman of the Planning and Zoning Board shall deliver any report or recommendation based on the work of any Community Advisory Committee to the BOC, and (3) no such report or recommendation shall be delivered unless it has been adopted by the Planning and Zoning Board. Unless otherwise directed by the BOC, a Community Advisory Committee and the Planning and Zoning Board shall present any recommendation as a range of alternatives, and not as a single recommendation.

(D) In directing the establishment of a Community Advisory Committee, the BOC shall clearly describe the subject matter, scope and function of the Community Advisory Committee.

(E) The agendas and minutes of all meetings, and all documents or materials presented at any meeting of a Community Advisory Committee shall be made available to the public. An audio or audio and video recording of all meetings shall be kept and

**TOWN OF HOLDEN BEACH  
PLANNING & ZONING BOARD  
FEBRUARY 25, 2025 – 3:30PM**

The Planning & Zoning Board of the Town of Holden Beach met for their Regular Meeting on Tuesday, February 25, 2025, at 3:30 p.m. in the Town Hall Public Assembly. Present were Chair Aldo Rovito; Vice Chair Ashely Royal; Regular Members Chad Hock and Maria Surprise; Alternate Member Mark Francis; Planning Director Tim Evans; Development Services Officer Janna Pigott; and Plan Reviewer/ Building Inspector Carey Redwine.

**CALL TO ORDER**

The meeting was called to order at 3:40 p.m.

**ROLL CALL**

Regular Member Kate Day and Alternate Member Pete Pallas were absent. All the other members were present.

**PUBLIC COMMENTS ON AGENDA ITEMS**

No comments.

**APPROVAL OF MINUTES**

*Chairman Aldo Rovito motioned to approve the minutes of January 28, 2025; Regular Member Chad Hock seconded; approved by unanimous vote.*

**VOTE TO ELECT CHAIRMAN, VICE CHAIRMAN, AND SECRETARY**

*The Board voted unanimously to elect Aldo Rovito as Chairman.*

*Regular Member Maria Surprise motioned to elect Member Ashley Royal as Vice Chairman; Chair Aldo Rovito seconded; approved by unanimous vote.*

*Regular Member Maria Surprise motioned to elect Member Chad Hock as Secretary; Chair Aldo Rovito seconded; approved by unanimous vote.*

**PUBLIC HEARING FOR REVISIONS TO TOWN ORDINANCE 157.085, 157.060, 157.006, 154.21(H)(2), 154.36(C)(2)(c) AND ADOPTION TO CHAPTER 154**

Vice Chair Ashley Royal stated he was unable to locate section 154.36(C)(2)(c), and Chair Aldo Rovito stated he was also unable to find it. Director Evans stated that the correct Ordinance should be 154.36(C)(5)(c). No members from the public attended the public hearing.

**ACT ON AMENDMENTS TO TOWN ORDINANCES 157.085, 157.060, 157.006, 154.21(H)(2), 154.36(C)(2)(c) AND ADOPTION TO CHAPTER 154**

*Chair Aldo Rovito motioned to take into consideration and approve the consistency statement for Town Ordinance 157.085; Regular Member Chad Hock seconded; approved by unanimous vote.*

*Regular Member Chad Hock motioned to take into consideration and approve the consistency statement for Town Ordinance 157.060; Vice Chair Ashley Royal seconded; approved by unanimous vote.*

*Vice Chair Ashley Royal motioned to take into consideration and approve the consistency statement for Town Ordinance 157.006; Alternate Member Mark Francis seconded; approved by unanimous vote.*

*Regular Member Maria Surprise motioned to take into consideration and approve the consistency statement for adoption to Chapter 154 of the Town Ordinance book; Alternate Member Mark Francis seconded; approved by unanimous vote.*

**POSSIBLE DISCUSSION TO ALLOW PERVIOUS CONCRETE IN THE FRONT YARD SETBACK WITHIN THE FIRST TEN FEET OF THE RIGHT-OF-WAY**

Director Evans explained that there has been an ongoing issue with gravel falling into the bike lane and sidewalk and that it has become a public safety issue. Director Evans stated that staff could bring back pictures and possible recommendations. The Board discussed possible resolutions to remedy the issue by allowing pervious concrete within a certain amount of the front yard setback or by planting vegetation. Director Evans stated that no matter the course of action to be taken, the plan must be reviewed by a stormwater engineer.

*Vice Chair Ashley Royal motioned to recommend to the Board of Commissioners to form a sub-committee consisting of members of the Planning and Zoning Board and a stormwater engineer in consideration to safety concerns of gravel in pedestrian pathways; Chair Aldo Rovito seconded; approved by unanimous vote.*

**COMMENTS**

There were no comments.

**ADJOURNMENT**

*Chair Aldo Rovito motioned to adjourn the meeting; Regular Member Maria Surprise seconded; approved by unanimous vote. The meeting adjourned at 4:20 p.m.*