



Town of Holden Beach
Board of Commissioners
Regular Meeting

Tuesday, October 18, 2022
5:00 PM

Holden Beach Town Hall
Public Assembly



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS' REGULAR MEETING
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY
TUESDAY, OCTOBER 18, 2022 - 5:00 P.M.**

1. Invocation
2. Call to Order/ Welcome
3. Pledge of Allegiance
4. Agenda Approval
5. Approval of Minutes
 - a. Minutes of the Public Hearing/Regular Meeting of September 20, 2022
(Pages 1 – 12)
 - b. Minutes of the Special Meeting of September 28, 2022
(Pages 13 – 14)
6. Public Comments on Agenda Items
7. Legislative and Advocacy Update – Mike McIntyre, Ward & Smith (Assistant Town Manager Ferguson)
8. Police Report – Chief Dixon
(Pages 15 – 21)
9. Inspections Department Report – Inspections Director Evans
(Pages 22 – 24)
10. Discussion and Possible Action on the Planning & Zoning Board's Response to the Board's Tasker Concerning Frontal Dunes (Code of Ordinances Section 94.03 Frontal Dune Policies and Regulations) – Inspections Director Evans
(Pages 25 – 27)
11. Discussion and Possible Action on the Upgrading of the Greensboro Street Lift Station – Public Works Director Clemmons
(Page 28)
12. Discussion and Possible Action on Vinyl Siding as it Relates to Storm Damage and Safety Issues (Possible Limits of Use) – Mayor Holden
13. Discussion and Possible Action on Bulkheads from 796 Ocean Boulevard West through 800 Block Properties (Parcourse Area) – Commissioner Murdock

14. Discussion and Possible Action to Solicit Engineering Firms to Evaluate the Potential Need and Cost for Additional Water Storage Capacity for Holden Beach – Commissioner Kwiatkowski (Page 29)
15. Consideration of Early End to Paid Parking this Year – Town Manager Hewett (Page 30)
16. Public Comments on General Items
17. Town Manager’s Report
18. Mayor’s Comments
19. Board of Commissioners’ Comments
20. Closed Session Pursuant to North Carolina General Statute 143-318.11(a)(3), Consult with the Attorney (Town Manager Hewett) and Pursuant to North Carolina General Statute 143-318.11(a)(6), Personnel (Commissioner Kwiatkowski)
21. Adjournment

* Visit <https://www.facebook.com/holdenbeachtownhall/> to watch the livestream of the meeting. Public comments can be submitted to heather@hbtownhall.com prior to 12:00 p.m. on October 18, 2022.



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
PUBLIC HEARING/REGULAR MEETING
TUESDAY, SEPTEMBER 20, 2022 – 5:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Public Hearing/Regular Meeting on Tuesday, September 20, 2022 at 5:00 p.m. Present were Mayor J. Alan Holden; Mayor Pro Tem Rick Smith; Commissioners Brian Murdock, Page Dyer and Pat Kwiatkowski; Town Manager David W. Hewett; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; Public Works Director Chris Clemmons; Inspections Director Tim Evans; Police Chief Jeremy Dixon, Lieutenant Frank Dilworth; Budget & Fiscal Analyst Daniel McRaney; and Town Attorney Rick Green.

PUBLIC HEARING: BOARD OF COMMISSIONERS’ INTENT TO PERMANENTLY CLOSE A PORTION OF CAROLINA AVENUE FROM ITS INTERSECTION WITH JORDAN BOULEVARD TO ITS INTERSECTION WITH QUINTON STREET

George Stout doesn’t see a need to add more parking spaces by taking a road away unless we have the infrastructure to handle the extra parking.

Jim Bauer said as a past emergency responder and civil servant, it is ridiculous to close down a street to get an extra 10 spots. He said to have an emergency vehicle drive around the block instead of driving straight through is ridiculous. The studies he has seen say the Town has more than enough parking at this point.

Mike Felmly opposes to the closing of the street because of what is to be done to the street. If you close the street and turn it into a parking lot, it will devalue the houses across the street and there will be a major concern on how you will get emergency vehicles down there. He added they have no idea what is being done on the lot.

Mayor Holden closed the public hearing at 5:08 p.m. and called the Regular Meeting to order.

REGULAR MEETING:

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion by Mayor Pro Tem Smith to approve the agenda as written and submitted; second by Commissioner Murdock; approved by unanimous vote.

APPROVAL OF MINUTES

Motion by Commissioner Murdock to approve (minutes of the Public Hearing/Regular Meeting of August 16, 2022); second by Mayor Pro Tem Smith; approved by unanimous vote.

PUBLIC COMMENTS ON AGENDA ITEMS

Jim Bauer started to talk about his concerns regarding the PARTF grant for the pier. He was asked to hold his comments to the end comment period since his topic is not an agenda item.

Martha Myers talked about beach mats and her support for the agenda item. She provided information on beach access routes and Ocean Cure. She suggested the Town establish a beach wheelchair program.

Mike Felmly said the police report last month said Otto Connect issued 492 parking citations for the month of July. This month it is 344. He said the Town has made a lot of people angry with the parking program. People can't afford it. He said we don't need more parking. The parking lots were not full this year. He recommended holding off.

STATUS UPDATE AND ADDITIONAL WORK NEEDED FOR CORPS' COASTAL STORM RISK MANAGEMENT STUDY

Assistant Town Manager Ferguson introduced Colonel Bennett, Christine Brayman and Bob Keistler from the Corps. They are here to give a project update on the Corps' Coastal Storm Risk Management Study. The Board may want to consider a letter of intent regarding changes to study parameters. Colonel Bennett provided history on the proposed project. The first step is to do the feasibility study. Traditionally, the study is usually three by three; they usually get it done for \$3 million in three years. It is a 50/50 cost share. It is usually accomplished in three years, but every terrain is different. They received \$500,000 in August 2021. The Town provided an additional \$500,000. They spent about nine months on the effort and now basically the federal money stopped. Colonel Bennett said they were able to do some good work and capitalize on the efforts of the Town. Some of the issues are sand availability and environmental implications. As they looked at it, they realized that based on the complexity of Holden Beach and the environment, they won't be able to do it in three years. It will probably require an additional 11 months. They won't be able to get it done in the \$3 million total cost. It probably will take an additional \$1.25 million. He went over the expenditures to date, which totals close to \$1 million, \$500,000 from the federal government and \$500,000 from the Town. As they looked at the complexity, they realized it would cost overall \$4.25 million and take a total of about 46 months. Colonel Bennett talked about a funding opportunity. Based on hurricane supplemental that is available, they are trying to put in a request to get some of that to cover the gap. If they can get the supplemental, it would be 100% funded by the federal government. They are willing to make a play for the money,

but they need to make sure they have the support of the Town. If they can't get that it, the other path is through traditional appropriations. They would hope they would see by the spring if money is available. If it is, they would come back about the cost share.

Commissioner Kwiatkowski said she has never seen a project plan and where they are on different tasks so the Town can understand what has been accomplished. She asked what reasonable guarantee the Town would have that this would not happen again. Colonel Bennett said this is their best guess, based on the analysis and the information they have. If he didn't have confidence that it was pretty close, he would tell the Town. He said as information becomes available to them, he is happy to share it. Based on the information they have learned since when they started, they believe they will be able to achieve that with an additional 11 months of work and \$1.25 million. His commitment is to be transparent with the information they have and to give his best assessment at any given time. Commissioner Kwiatkowski asked about the window to determine if the supplemental funding is approved. Colonel Bennett is hoping to have clarity within six months. Commissioner Kwiatkowski asked if we could take a timeout until the decision is made. Colonel Bennett replied yes, but the risk is you lose the opportunity to go after the 100% federally funded money. The money would go off the table and it may also trigger getting further appropriations. If you decide you want to make a play for it and it doesn't come to fruition, you could stop at any given time. Mayor Pro Tem Smith asked if progress reports have been published. Colonel Bennett responded that they can make technical reports available. Mayor Pro Tem Smith said he understood from the Memorandum of Understanding that the Town would be updated throughout certain points and he hasn't seen anything. He would like an overall report of what was done. Colonel Bennett replied sand availability, quality, quantity, surveying vessels all around the inlet to understand if we have enough, modeling across the enterprise, making sure we understand the impacts of sea level rise and understanding the environmental impact sensitivities and whether we will need an EIA or go to an EIS. Commissioner Murdock inquired if anything was piggybacked off the FEMA project. Colonel Bennett said from an environmental standpoint no, but they have been able to capitalize on some of the work and some of the sampling the Town did. Commissioner Kwiatkowski asked if there is a possibility of credit for information provided by the Town. Colonel Bennett responded the information provided reduces the overall cost. They would take the work the Town paid for and integrate it into their study. Commissioner Kwiatkowski said she read SACS (South Atlantic Coastal Study) and inquired about back bay flooding analysis. Colonel Bennett said the back bay flooding analysis is something the Corps is realizing they need to start taking into consideration. It is something to make sure their studies are thorough and will address all of the issues.

Colonel Bennett explained the sooner they can get an answer from the Town, the better. There are other projects that are rapidly competing for this. The sooner it can be decided this is something that we collectively want to go after, the greater our opportunity for securing it and alleviating any non-federal participation. He reminded the Town that they could put a stop to it down the road. Commissioner Kwiatkowski suggested their meeting minutes would be helpful. Colonel Bennett said that is fine, but most of their minutes are super technical stuff, but he would be happy to come in with an update.

The Board agreed to let the public ask questions. The Corps answered questions from the audience.

Commissioner Kwiatkowski asked how to proceed. Town Manager Hewett will have a draft letter of intent for the Board to look at on September 28th.

POLICE REPORT – CHIEF DIXON

- Went over the Police Report, which included service calls, incident reports, state citations and ordinance warnings and violations.
- Went over a seatbelt worksheet. September 19th – 25th is the Governor’s Highway Child Safety Week Campaign. The child seatbelt restrictions also are applicable to low-speed vehicles.
- October 1st is Run HB, it is the big race we do every year. Went over the route for the half marathon. Part of the run is over the bridge. There will be lane closures and a pilot car. There will be officers at all major intersections. Don’t be in a hurry. If you need to be somewhere, leave way early. Cones will be put out around 4:00 a.m. and the pilot car will start around 6:00 a.m. October 8th is Cycle NC. No lanes will be closed. Will have patrol cars with blue lights, slowing traffic. Asked everyone to slow down and pay attention. Went over the pattern. Both events have a beer garden. The Festival by the Sea will be October 29th and 30th. Said has not heard discussion on moving the festival to Block Q so there are less road closures in response to Commissioner Dyer’s question. Town Manager Hewett explained at this point, it may be too late.
- Still two down with staff. Had a regional chiefs’ meeting today and talked about some strategies they are using to recruit. Trying to bring back some fresh ideas for recruiting.
- Showed a public safety video about low-speed vehicles.

INSPECTIONS DEPARTMENT REPORT – INSPECTIONS DIRECTOR EVANS

- Went over numbers. Right now, there are 51 active permits for new residential homes, 418 other permits, 30 that are waiting to be picked up for a total of 499 permits. Provided information on permits in review. Services permits that have not been picked up yet are 111. Last month they were averaging from 21 – 27 inspections per day for a total of 556. That doesn’t include complaints. There is currently one structure that is condemned on the island, and three with stop work orders.

Commissioner Murdock said as a contractor on the island he has seen a significant improvement in the office. Inspections Director Evans explained they were fortunate to move someone over that is doing a great job and we hired someone who is doing a fantastic job. With that, it allows them to help more.

DISCUSSION AND POSSIBLE ACTION ON STATEMENTS OF QUALIFICATIONS RECEIVED FOR BLOCK Q AND THE PIER PROPERTIES

Town Manager Hewett explained as directed by the Board, we readvertised the Requests for Qualifications for Block Q and the pier properties. We received three for the Block Q property, McGill Associates, Bowman Murray Hemingway Architects and Pinnacle Architecture. The same three firms, in addition to Stature Engineering provided a response for the HB Pier property. Town Manager Hewett said if the Board wants to qualify these projects for grant funding, it’s really important we comply with the Mini Brooks Act. You pick an engineering firm based on qualifications. When you think you have the right one, you negotiate a contract. He recommended using score sheets if the Board would like to

proceed. The Board discussed how to proceed. They decided they would like to bring the scored sheets to the September 28th meeting.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE 20-20, AN ORDER CLOSING CAROLINA AVENUE FROM ITS INTERSECTION WITH JORDAN BOULEVARD TO ITS INTERSECTION WITH QUINTON STREET

Town Clerk Finnell said the Board held the required public hearing to close a portion of Carolina Avenue tonight. If it is found to the satisfaction of the Board that closure is not contrary to public interest and no individual property owner in the vicinity of the street would be deprived of reasonable ingress or egress to the property, the Board could adopt Ordinance 22-20. The ordinance orders that the portion of Carolina Avenue from its intersection with Jordan Boulevard to its intersection with Quinton Street be closed effective immediately.

Commissioner Murdock said we have no plan on what the Town is proposing to the property. He does not want to see a barricade on Carolina Avenue immediately. Town Clerk Finnell suggested using a future date or holding off on adopting the ordinance. Town Manager Hewett said this was done in anticipation of being able to cohesively develop a master plan by the consultant that was hired by the Town. If the Board defers action, any potential improvements will have to be contingent on it happening. After discussion, Town Clerk Finnell will check the statute to make sure there are no time constraints for adoption of the order now that all of the steps prior to adoption have been completed.

DISCUSSION AND POSSIBLE SCHEDULING OF A DATE TO HOLD A SPECIAL MEETING TO INTERVIEW POTENTIAL CANDIDATES TO FILL THE VACANCY ON THE BOARD OF COMMISSIONERS AND TO SELECT A NEW MEMBER TO FILL THE VACANCY

The Board agreed to schedule the special meeting on September 28th at 5:30 p.m.

DISCUSSION AND POSSIBLE ACTION ON POTENTIAL FUNDING OPTIONS PRESENTED BY BRUNSWICK COUNTY FOR BIOSOLIDS DISPOSAL

Public Works Director Clemmons said the West Brunswick Regional Wastewater Treatment Plant is in need of upgrading in order to effectively manage the disposal of biosolids during wet weather. Over the past several years, the facility has experienced operational issues caused by the inability to dispose of biosolids during wet weather that have caused an increase in operational costs and are the underlying reason for Notices of Violation in previous years. Assistant Town Manager Ferguson said the county selected Dewberry Engineers to conduct a comprehensive study for a solution to effectively manage the disposal of biosolids from the facility. The cost of identified needed upgrades is estimated at \$6.6 million. The Brunswick County Finance Department has developed several financing scenarios that are attached for your review. Public Works Director Clemmons reviewed the options (hereby attached to minutes). His opinion is option 2b is best. Town Manager Hewett added the county is polling all the partners to see their preference, but they are going to do the project so it is important to provide our feedback.

Motion by Mayor Pro Tem Smith that we approve option 2b for 28-year payback plan for the rate increase for the water treatment of Holden Beach's wastewater; second by Commissioner Kwiatkowski; approved by unanimous vote.

DISCUSSION AND POSSIBLE DIRECTION ON ESTABLISHING A STORMWATER MANAGEMENT PROGRAM

Public Works Director Clemmons said stormwater has been a major challenge for years on the island and is getting worse with increased development. He would like to request that the Board approve sending out a Request for Qualifications for engineering services to develop an island-wide stormwater master plan that would better equip the Town for these issues moving forward.

Motion by Mayor Pro Tem Smith to approve sending an RFQ for engineering services to develop an island-wide stormwater plan.

Public Works Director Clemmons explained he thinks that developing a master plan is the way to go for the future.

The motion was seconded by Commissioner Kwiatkowski.

Commissioner Kwiatkowski stated there have been a lot of towns who have plans and they are using them to get grant monies. There has been a lot of expertise built up in innovative stormwater improvements on islands. She requested that the town manager share the RFQ with the Board before it is sent out to make sure nobody sees anything that is missing. Commissioner Murdock said do not forget the bike lanes.

The motion passed by unanimous vote.

DISCUSSION AND POSSIBLE ACTION ON ENCROACHMENT AGREEMENT BETWEEN THE TOWN AND JERRY FAIRCHILD (222 OCEAN BOULEVARD EAST)

Inspections Director Evans said that Jerry Fairchild, the owner of 222 Ocean Boulevard East, is asking that the Town approve an encroachment agreement so that they may have access across the portion of the dune located over the top of Hillside Drive. We already have some of these agreements in place. The agreement is the one the Town has been using for a while. It holds the Town harmless if anything should happen and requires them to remove it if the roadway becomes active again.

Motion by Commissioner Murdock that we approve the encroachment agreement between the Town and Jerry Fairchild; second by Mayor Pro Tem Smith; approved by unanimous vote.

DISCUSSION AND POSSIBLE ACTION ON JORDAN BOULEVARD RESTROOMS

Commissioner Kwiatkowski stated there have been a couple of mentions by staff and in the Block Q RFQ there was discussion about moving the restrooms to Block Q. She said they never really had a discussion on this. The restroom renovation has been in the budget for years but has never been moved

on. She understands that there are issues, but they have never discussed the various options. She believes before a decision is made on where the restrooms will be located around Jordan Boulevard, she would like staff to bring all of the possibilities to the Board. Town Manager Hewett said we do not have staff capability to produce that type of analysis. That's one of the reasons why we backed away from it in the beginning. Those issues appeared to be so complex and detailed requiring an engineering analysis. DOT has communicated with us that there are issues with locating public facilities in a federally controlled highway easement. Commissioner Kwiatkowski asked where else we planned to move these if we didn't buy Block Q. Town Manager Hewett replied we are stymied. That's why we backed off it and informed the Board in 2021 of the issues. It is just fortuitous that the possibility of co-locating the facilities at Block Q has now materialized in light of the additional loading that will potentially go into that site. Mayor Pro Tem Smith inquired if we are still able to maintain it as it is. Inspections Director Evans responded that he thinks it can be maintained as long as it doesn't trigger a permit and explained why. He explained the history of the restrooms. He said it was his idea to move the restrooms to Block Q so it would meet with all ADA requirements and give the Town a better facility. The facility itself has issues.

INLET HAZARD AREA SITUATION UPDATE FROM TOWN STAFF

Commissioner Kwiatkowski said the inlet hazard areas have continued to be debated over the past year. A decision was made on it. She asked for an update on the final results, the changes over the past year and on the anticipated impacts on Town properties. Inspections Director Evans said they tried to expand the inlet hazard areas around 2013/2014. He took up that mantra and challenged some of the stuff they did. Over a few months period they dropped it. It showed back up in 2017/2018. It was a huge expansion of the area. It moved it a mile. He and Town Manager Hewett wrote a letter that the Board approved. He spoke in opposition at all of the CAMA meetings, except for the one in May. He spoke with senators who also spoke in opposition. In January 2021, we had over 100 people in this room. CAMA was here to hear comments. None of the comments were positive. He spent time with the CAMA representative that lives on the island and the one who lives in the county to try to get them to reduce the inlet hazard area. The inlet hazard area met all of its public hearing requirements before May 15th and was up for vote at the last meeting. The May meeting was a public hearing about the amendments that were done to the original rules and regulations that are actually in favor of the Town. He didn't speak at that meeting since they amendments were in favor of the Town. Town Manager Hewett said he did attend that meeting. Inspections Director Evans talked about the effect of the new rules. Some of the rule changes they made took out negative impacts that would really have an effect on us. Since we have size limitations, our lots are limited in size and we have stormwater percentage limitations, their limits on square footage really don't affect any of our lots, except on the west end. The lots are far enough from the vegetation line and are outside that buffer area so they really aren't affected either. They have a five-year review period. He told them he would be back. He is certain there will be nothing but a positive change on the west end, unless we have a really bad storm. He explained they fought it hard.

DISCUSSION AND POSSIBLE ACTION ON PLANNING FOR DRY SAND PLACEMENT OF MATS AND DISCUSSION OF POTENTIAL RESIDENTIAL USE FOR WALKWAYS

Commissioner Kwiatkowski said she understands that at the CRC meeting, the CRC essentially went forward adopting what they put in the packet with the document CRC-22-17. One thing that is particularly useful is that you don't have to get a variance from the commission anymore if you want to put mats on the dry beach. If you are going to enhance handicap accessibility you would sponsor it as the local government and it is subject to review by NCWRC and the USFWS. She stated we don't have to go through a variance request; we will need a plan and justification linked more to wildlife. We can move forward without having to go to the CRC. That gives us the ability to create a plan for how we will have mats on the beach to enhance handicap access. Commissioner Kwiatkowski would like to see this done so we can have mats on the beach next season in select locations where we won't have issues. The second item she was happy to see was they also acknowledged mats could be useful for residential walkways. She asked what the Town would need to do to proceed so that owners understand how they can apply for using these mats for walkways over the long dune areas. Inspections Director Evans explained the residential part has not been approved yet. We can write our own rules for the residential part as long as we don't go beyond the last line of natural stable vegetation once it's approved. There will be some ordinances that need to be written. It reduces the debris put out there for walkways. For the commercial portion, we will need to have a plan that will need to be approved. He talked about utilizing the mats. He thinks it is a good thing.

Motion by Commissioner Kwiatkowski that staff begin the process of putting together a plan for where they are going to have extended mats onto the beach and in addition look at where there might be some areas that could have dry sand placement parallel to the dunes and the water, again for people to be able to sit on the beach on wheelchairs, not just on a straightforward path. So, it is the same thing as Kure Beach, Carolina Beach have been working on. It is both access to get down closer to the water, but also parallel to those dunes so they can sit out on the beach.

Commissioner Kwiatkowski condensed her motion to that she requests staff put together a plan for dry sand placement of mats with ADA and ABA considerations; second by Mayor Pro Tem Smith; approved by unanimous vote.

Commissioner Kwiatkowski would like something out there next season. Town Manager Hewett stated it would be subject to a plan developed by Fish and Wildlife and the Division of Marine Fisheries. Commissioner Kwiatkowski would like to see a plan before the end of the year.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 22-21, AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES OF THE TOWN OF HOLDEN BEACH, NORTH CAROLINA (SUPPLEMENT 17)

Town Clerk Finnell said the latest supplement to the Code of Ordinances was provided in the packet. It codifies the ordinances that the Board already passed.

Motion by Mayor Pro Tem Smith to adopt Ordinance 22-21, to adopt the Code of Ordinances Supplement; second by Commissioner Murdock; approved unanimous vote.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 22-08, RESOLUTION APPROVING TRUIST SIGNATURE CARD

Town Clerk Finnell explained we need to update the signatories for the Town's Truist account. Traditionally we have done the mayor, mayor pro tem, town manager and Daniel McRaine's position (budget & fiscal analyst).

Motion by Commissioner Murdock to adopt Resolution 22-08; second by Commissioner Dyer; approved by unanimous vote.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE 22-22, AN ORDINANCE AMENDING ORDINANCE 22-14, THE REVENUES AND APPROPRIATIONS ORDINANCE FOR FISCAL YEAR 2022 – 2023 (AMENDMENT NO. 1)

Budget & Fiscal Analyst McRaine stated this amendment is to move outstanding appropriations from fiscal year 2022 to the current fiscal year. The appropriations were encumbered in last year's budget but due to supply chain issues the products and services were not delivered before June 30th, making this amendment necessary. These items include police in-car cameras, mobile radios, valve pits, generator and a truck for Public Works. It is a housekeeping issue.

Motion by Mayor Pro Tem Smith to approve Ordinance 22-22, Amending Ordinance 22-14, The Revenues and Appropriations Ordinance for Fiscal Year 2022 – 2023; second by Commissioner Murdock; approved by unanimous vote.

PUBLIC COMMENTS ON GENERAL ITEMS

Martha Myers is hoping someone can explain why there is an access mat at the bottom of the stairs at Avenue D. Town Manager Hewett explained the Town was one of the first locations in the county to start using mats. The regulatory framework of where we could do that was oftentimes gray and questionable. The location of that one was chosen for a mobility challenged person that was struggling to get across the sand. Ms. Myers said the idea of a mat parallel to the beach is a wonderful thing to consider. She added when looking at the priority of the mats, access is a need not a want.

TOWN MANAGER'S REPORT

- Parking Financials – since we started the program at the end of the fiscal year we have hard booked (rang into the cash register) \$389,000 in revenues through the end of August, not counting Labor Day weekend through current. We have not hard booked that. Otto Connect owes us another \$28,000 in receivables. To date you could say we have \$417,577 in revenues collected. Expenses are \$50,863 with the net being \$366,714.
- FEMA Storm Damage Repair Project - we formally requisitioned the project closeout coincidental with FEMA's deadline being September 14th. The special obligation bond has been retired. We have received affirmation from FEMA/the North Carolina Department of Public Safety that our special obligation bond has been approved for reimbursement. There are

\$500,000 in eligible project expenses that are pending reimbursement of which \$452,000 is interest on the bond. That will be retained by the North Carolina Department of Public Safety until the final project inspection takes place, which could take a year or more. We received a notice of violation for the sand compatibility to the Colonel's statement today of being sand starved. To all those shell seekers who picked up shells, the price of that is we will be subject to monitoring for the next two years. We will have to rock pick and till if required by the regulatory agencies.

- Pier Grant Status – we have several in the works. The CAMA acquisition grant that the Board is under contract for award has been reduced to \$155,000 due to the difference in our preliminary cost estimates in the initial award and the final purchase price. We provided supplemental documentation so we can qualify some additional administrative expenses. We are awaiting disbursement from the state. For the PARTF Acquisition, at the end of August, the Parks & Rec Trust Fund Authority made a \$500,000 reimbursement award for purchase of the pier. We anticipate that the Board action in October will be to consider accepting funds via a contract arrangement. The CAMA access grant that the Board approved submission on has been tendered to the Division of Environmental Quality and award on that \$50,000 grant funding is expected in October.

Commissioner Kwiatkowski asked if he received any more information on post and rope liability. Town Manager Hewett said it is a non-issue. He agreed it rests with our Town and our attorney.

MAYOR'S COMMENTS

- Hurricanes - we have one out there that is thankfully way offshore. Have one more month to get by and we will have a good non-hurricane event fall. Keep your prayers going. Beachfront is in excellent condition in preparation for a storm. Hope we can get by this year without one. If there is one that looks threatening, we will be prepared. We will communicate our normal ways, emails and other avenues.
- Traffic on the island always slows down this time of year. It was sudden this year.

BOARD OF COMMISSIONERS' COMMENTS

Mayor Pro Tem Smith

- Thanked everyone who came out this evening. Had a good crowd. Thanked those listening online. Thinks it's important that everyone knows the decisions that are made are hard decisions. Trying to do the best for the Town.
- Thanked everyone who signed up for possibly taking over Gerald Brown's seat. It is still tough to see the empty chair. Planning on having the interviews on September 28th at 5:30 p.m.
- Thanked Town staff for all of the stuff they do, as well as our Police Department. Having the video this evening eases his mind. Thinks it will help us a bunch.
- Reminded all staff and the Board that we are public servants and we are working for the citizens of Holden Beach and their safety.
- This is heart of hurricane season. Hopes everyone has their plans ready. Know what to do if storm threatens. Be assured, our Emergency Management Plan has been reviewed and updated. We stand ready to do what is necessary to make sure the island and the people are safe.

- So lucky to be able to live in this beautiful place. All need to stop and think about how we can be kind to our neighbors and visitors at all times.

Commissioner Dyer

- Asked if there is an update on the shark tournament. Mayor Holden said the Board will be seeking legal advice.
- Thanked staff for all their hard work.
- Good to see a good crowd. We are making decisions to make plans for the pier and Block Q. Doesn't think anything has been set in stone as opposed to a lot of the interest tonight on decisions already made. They haven't been made yet. Bear with us. Knows everyone wants to see the pier open, but we need to walk before we run. Working hard to make proper decisions and to do the right thing for handicap compliance. Keep in mind it is still in the planning stages.

Commissioner Murdock

- Thanked everyone for coming out and everyone listening. We do listen, whether you think so or not.
- Thanked staff, they continue to work hard on the myriad of things going on. It's a lot. This Town has grown at least twofold since he has been here. It's moving towards island-wide capacity. As we do that it creates problems. Problems need to be dealt with. You can't finish a task before you start it. The quicker we get some of this stuff moving, the better.
- Reiterated Commissioner Dyer's comment. We do not have plans solidified for Block Q or the pier properties at this time. Trying to recruit firms that have knowledge and experience to put together a plan that will be the best for the Town and the people who live and visit here. For Block Q it could be a parking lot, it could be a green space. Will look at all possibilities. Appears we are very close to having enough parking spaces without adding more. We said at first that some of the parking spaces we have may be eliminated in the future for a better opportunity somewhere else. It all started with FEMA and Corps' regulations where you need to have island-wide parking spread out. Looking at the big picture. Don't have a plan yet. When we get a plan, it will be shared.
- Continues to see people enjoy the beach. Sees a lot of traffic. It is a nice beach. Best time of year. Everyone needs to get out and catch a flounder while you can.

Commissioner Kwiatkowski

- Appreciates everybody coming. Wishes more people would stay to the end and take the opportunity to talk during the second public comment period. You don't have to be tied to the agenda. You could just share some of your wishes or dissatisfaction on things not being talked about at the meeting. Encouraged people to take the opportunity to take the second comment period to give information. They want to hear things people are thinking about.
- Thanked Public Works Director Clemmons for putting stormwater on the agenda. Has been on the list of priorities for a couple of years. The sooner it starts, the sooner we can get things in place, the sooner we could look for funding opportunities and start solving some of the worst problem areas on the island. Will be more things coming. Can look at Boards' objectives this year. Just need to take a look at it and see the ones that received 18/17/16 points. Those are the kinds of things we need to be attacking this year. Have to get them going so it can all start happening. Expects there will be a few more things before the end of the fiscal year that we will be starting.

CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(6), PERSONNEL, NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(3), CONSULT WITH THE ATTORNEY AND NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(1), TO PREVENT THE DISCLOSURE OF PRIVILEGED INFORMATION

Town Clerk Finnell read the reason for Closed Session.

Motion by Mayor Pro Tem Smith to go into Executive Session at 7:28 p.m.; second by Commissioner Murdock; approved by unanimous vote.

OPEN SESSION

The Board went back into Open Session at 8:15 p.m. No action was taken.

ADJOURNMENT

Motion to adjourn by Mayor Pro Tem Smith at 8:15 p.m.; second by Commissioner Kwiatkowski; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
SPECIAL MEETING
WEDNESDAY, SEPTEMBER 28, 2022 – 5:30 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Special Meeting on Wednesday, September 28, 2022 at 5:30 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem Rick Smith; Commissioners Brian Murdock, Page Dyer and Pat Kwiatkowski; Town Manager David W. Hewett; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; Inspections Director Tim Evans; and Town Attorney Rick Green.

INTERVIEWS FOR VACANCY ON THE BOARD OF COMMISSIONERS

The Board interviewed Gerald Arnold, Jim Bauer, Richard Griffin, Luke Lodge, Rick McInturf, Sylvia Pate and Keith Smith for the vacancy.

DISCUSSION AND POSSIBLE ACTION ON VACANCY

The vote was by ballot. Mayor Pro Tem Smith and Page Dyer voted for Gerald Arnold and Commissioners Murdock and Kwiatkowski voted for Rick McInturf. Mayor Holden broke the tie.

Mayor Holden announced Gerald Arnold was selected to fill the vacancy.

DISCUSSION AND POSSIBLE ACTION ON THE CORPS' COASTAL STORM RISK MANAGEMENT STUDY

Assistant Town Manager Ferguson explained at the meeting last week, Colonel Bennett provided an update on the duration, scope and cost and also a potential funding option. The Wilmington District has supplied a letter which is attachment 1 and it is their preferred choice. They are saying District Headquarters wants to see full acknowledgement of the additional time and cost. Since the meeting, staff coordinated with our representatives at Ward and Smith. They recommended attachment 2, which was sent to the Corps, but the Corps wants attachment 1. She provided feedback on Ward & Smith's comments on moving forward. If the Board would like to pursue the Disaster Relief Act Funding of 2019, they need an approved letter of intent from the Board. They rejected our counter at attachment 2. They would like the Board to pass attachment 1. Commissioner Kwiatkowski asked if it was correct that this in no way obligates us to provide the second-year funding until we understand if we are getting the money. Mayor Pro Tem Smith said that is what he understood. Attorney Green did not have anything to add.

Motion by Mayor Pro Tem Smith that we supply the Corps of Engineers with a letter of intent to continue the project in hopes to be able to receive some additional funding; second by Commissioner Murdock.

Assistant Town Manager Ferguson asked for clarification that is with the letter at attachment 1. The Board agreed.

The motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION ON STATEMENTS OF QUALIFICATIONS RECEIVED FOR BLOCK Q AND THE PIER PROPERTIES

Town Clerk Finnell collected the ballots. Votes were as follows for the pier: Bowman Murray Hemingway Architects - Mayor Pro Tem Smith and Commissioners Murdock and Kwiatkowski and McGill Associates - Commissioner Dyer. Votes were as follows for Block Q Pinnacle Architecture – Mayor Pro Tem Smith and Commissioners Murdock and Kwiatkowski and McGill Associates – Commissioner Dyer.

Mayor Holden announced Bowman Murray Hemingway Architects was selected for the pier properties and Pinnacle Architecture was selected for Block Q.

Town Manager Hewett said a proposal with a contract would need to come from each firm to move forward. The Board agreed to move forward and Town Manager Hewett will attempt to get the information for the October meeting.

CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(6), PERSONNEL AND NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(1), TO PREVENT THE DISCLOSURE OF PRIVILEGED INFORMATION

Town Clerk Finnell read the reason for Closed Session.

Motion by Mayor Pro Tem Smith to go into an Executive Session at 7:19 p.m.; second by Commissioner Kwiatkowski; approved by unanimous vote.

OPEN SESSION

The Board went back into Open Session at 8:09 p.m.

ADJOURNMENT

Motion to adjourn by Mayor Pro Tem Smith at 8:09 p.m.; second by Commissioner Dyer; approved by unanimous vote.

ATTEST:

J. Alan Holden, Mayor

Heather Finnell, Town Clerk



Holden Beach Police Department

110 Rothschild St
Holden Beach, NC 28462
www.hbtownhall.com

Phone: 910-842-6707
Fax: 910-846-6907
hbpd@hbtownhall.com



Monthly Activity Log (Sept '22)

Printed on October 10, 2022

Descriptions	Totals	
911 Cell Hang-Up or Open Line	1	1
Abdominal Pain or Problems [Charlie]	1	1
Administrative Call	2	2
Alarm (SIG45 Signal 45)	13	13
Animal Carcass in the Roadway (10-86 x86)	4	4
Animal Control Call	8	8
Assault [Bravo]	1	1
Attempt to Locate (ATL)	7	7
Back Pain [Delta]	1	1
Boat Fire	1	1
Breaking and Entering in Progress (10-62 x62)	2	2
Breathing Problems [Charlie]	1	1
Breathing Problems [Delta]	1	1
Call By Phone (10-21Law x21L)	17	17
Cardiac or Respiratory Arrest [Echo]	1	1
Careless & Reckless (C&R)	1	1
Chest Pain or Discomfort [Charlie]	1	1
Chest Pain or Discomfort [Delta]	2	2
Convulsions or Seizures [Charlie]	2	2
DCI Transaction	1	1
Debris in Roadway	1	1

Descriptions	Totals	
Disabled Motorist (10-87 x87)	1	1
Disturbance or Disorderly Subject	7	7
Domestic Disturbance (10-82 x82)	2	2
Drunk Driver (10-55 x55)	1	1
Falls [Alpha]	1	1
Falls [Bravo]	1	1
Fight in Progress (10-40 x40)	2	2
Fire Alarm Activation	4	4
Fireworks	4	4
Flare Sighting	1	1
Give Subject a Ride (10-5 x5)	1	1
Good Intent Call (Fire); Attempt to Locate (ATL)	1	1
Good Intent Call (Lift Assist)	2	2
Heat Exposure [Delta]	1	1
Hemorrhage [Bravo]	2	2
Hit and Run (Property Damage Only 10-54 x54)	2	2
Improperly Parked Vehicle (10-70 x70)	24	24
Information or Message Delivery (10-14 x14)	3	3
Intoxicated Person (10-56 x56)	2	2
Keys In Vehicle or Lockout	1	1
Lost or Found Property	3	3
Meet with Complainant (10-83 x83)	14	14
Missing or Abandoned Person	1	1
Noise Complaint	5	5

Descriptions	Totals	
Open Door	2	2
Power Line Down or Arcing	1	1
Sick Person [Alpha]	1	1
Sick Person [Delta]	1	1
Special Check - Business - Residence (10-79 x79)	354	354
Stopping Vehicle (10-61 x61)	19	19
Stroke or TIA [Charlie]	1	1
Stroke or TIA [Charlie]; Stopping Vehicle (10-61 x61)	1	1
Submerging Vehicle [Delta, Water]	1	1
Suspicious Vehicle or Subject (10-60 x60)	6	6
Take Written Report (10-92 x92)	1	1
Take Written Report (10-92 x92); Call By Phone (10-21Law x21L)	3	3
Traffic Accident (Property Damage Only 10-50PD x50PD)	3	3
Traffic Control (10-58 x58)	2	2
Traffic Incident [Bravo]	1	1
Traffic Incident [Bravo, MultiPts]	1	1
Traumatic Injuries [Delta]	1	1
Trespassers	1	1
Unconscious or Fainting [Charlie]	1	1
Unconscious or Fainting [Delta]	3	3
Unconscious or Fainting [Echo]	1	1
Water or Sewer Problems	5	5
Water or Sewer Problems; Call By Phone (10-21Law x21L)	1	1
Water Rescue	2	2

Descriptions	Totals	
Welfare Check	8	8
Totals	576	576



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HBPD Monthly Report (Sept '22)

Printed on October 10, 2022

Reported	Case Number	Address	Offenses	Disposition
09/06/22 16:59	HBP22-00067	1136 OCEAN BLVD W	14-72(A) - FELONY LARCENY	Closed - Unfounded
09/23/22 14:06	HBP22-00068	562 OCEAN BLVD W	14-72(A) - MISDEMEANOR LARCENY	Closed - Leads Exhausted

Total Records: 2



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Ordinance Violations (Sept '22)

Printed on October 10, 2022

Date	Defendant	Ordinance/Warning	Violation
09/03/22	ROMRELL, SCOTT	Ordinance Violation	Parking - Right-of-Way Violation
09/03/22	ROBINSON, HUNTER	Ordinance Violation	Parking - Roadway/Travel Lane
09/03/22	NICHOLS, KEVIN	Ordinance Violation	Parking - Roadway/Travel Lane
09/03/22		Ordinance Violation	Parking - Right-of-Way Violation
09/03/22	KENT, JACQUELINE	Ordinance Violation	Parking - Right-of-Way Violation
09/04/22	NASSER, KHYBER	Ordinance Violation	Parking - Right-of-Way Violation
09/04/22	HOWARD, JANET	Ordinance Violation	Parking - Roadway/Travel Lane
09/12/22	INC, GOLF	Warning Citation	Parking - Roadway/Travel Lane
09/16/22	SANDERS, TAMERA	Ordinance Violation	Parking - Right-of-Way Violation
09/18/22	STEWART, VANESSA	Warning Citation	Parking - Right-of-Way Violation
09/21/22	JOHNSON, PAUL	Ordinance Violation	Parking - Roadway/Travel Lane
09/22/22	LEDFORD, ALICE	Warning Citation	Parking - Roadway/Travel Lane

Total Records: 12

1 = LSV

Otto Court = 329 violations



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State Citation (Sept '22)

Printed on October 10, 2022

Date	Defendant	Statutes/Charges
09/01/22	FOREMAN, NOAH MCKAY	20-140(B) - RECKLESS DRIVING TO ENDANGER
09/01/22	BAGLEY, NICHOLAS RYAN	20-141(B) - SPEEDING
09/02/22	BELL, ANTHONY, JR	20-135.2A - FAIL TO WEAR SEAT BELT-DRIVER
09/04/22	BENBOW, DEONTRE ABRAHAM	20-135.4(d) - Alter Suspension of Motor Vehicle
09/11/22	HALCOM, DONICA A	20-141(B) - SPEEDING
09/26/22	HADDOCK, SCOTT WAYNE	20-137.1(A1) - CHILD NOT IN REAR SEAT

Total Records: 6

O=LSU

CONSTRUCTION TYPE REPORT

TOWN OF HOLDEN BEACH

09/09/2022 TO 10/11/2022

FY 2022-2023

Constructi Type	Sta	Description	Date Applied	Permit class/ Number	Occu Group	Valuation(\$)	Permit Fee(\$)
Add	10	Additions	10/04/2022	BP-018610	G1	0.00	80.00
Add	10	Additions	10/04/2022	BPCL-018612	G1	0.00	338.85
Add	10	Additions	10/06/2022	BP-018621	G1	12,500.00	127.50
Subtotal for Additions:					3	\$12,500.00	\$546.35
BH	10	Bulkhead	09/09/2022	BP-018566	G1	15,000.00	225.00
BH	13	Bulkhead	09/13/2022	BPCL-018569	G1	13,000.00	207.00
BH	10	Bulkhead	09/28/2022	BPM-018602	G1	9,500.00	175.50
Subtotal for Bulkhead:					3	\$37,500.00	\$607.50
Decks	10	Decks	10/10/2022	BPM-018627	G1	4,000.00	80.00
Subtotal for Decks:					1	\$4,000.00	\$80.00
Elect	10	Electrical	09/12/2022	BPM-018567	G1	33,231.00	389.08
Elect	13	Electrical	09/12/2022	EL-018568	G1	1,500.00	75.00
Elect	12	Electrical	09/13/2022	EL-018570	G1	600.00	75.00
Elect	10	Electrical	09/13/2022	EL-018572	G1	1,400.00	75.00
Elect	13	Electrical	09/19/2022	EL-018583	G1	1,000.00	75.00
Elect	12	Electrical	09/22/2022	EL-018595	G1	1,800.00	75.00
Elect	10	Electrical	10/04/2022	EL-018607	G1	900.00	75.00
Elect	10	Electrical	10/11/2022	EL-018630	G1	2,300.00	75.00
Elect	10	Electrical	10/11/2022		21		
Subtotal for Electrical:					29	\$42,731.00	\$914.08
Mech	10	Mechanical	09/13/2022	MC-018571	G1	5,742.00	75.00
Mech	10	Mechanical	09/14/2022	MEC-018573	G1	7,995.00	75.00
Mech	10	Mechanical	09/14/2022	MEC-018574	G1	7,165.00	75.00
Mech	13	Mechanical	09/14/2022	MEC-018575	G1	4,225.00	75.00
Mech	10	Mechanical	09/16/2022	MEC-018582	G1	9,250.00	75.00
Mech	10	Mechanical	09/19/2022	MC-018584	G1	5,700.00	75.00
Mech	10	Mechanical	09/20/2022	MC-018585	G1	6,975.00	75.00
Mech	13	Mechanical	09/21/2022	MEC-018587	G1	6,450.00	75.00
Mech	10	Mechanical	09/21/2022	MC-018589	G1	4,355.00	75.00
Mech	10	Mechanical	09/21/2022	MEC-018591	G1	9,475.00	75.00
Mech	10	Mechanical	09/26/2022	MC-018597	G1	4,066.00	75.00
Mech	10	Mechanical	09/26/2022	MEC-018598	G1	10,000.00	150.00
Mech	10	Mechanical	09/26/2022	MEC-018599	G1	0.00	75.00
Mech	10	Mechanical	09/28/2022	MEC-018601	G1	16,850.00	150.00
Mech	10	Mechanical	10/05/2022	MEC-018619	G1	4,675.00	75.00
Mech	10	Mechanical	10/10/2022	MC-018622	G1	5,350.00	75.00
Mech	10	Mechanical	10/10/2022	MC-018623	G1	8,975.00	75.00

Mech	10	Mechanical	10/10/2022	MC-018624	G1	5,075.00	75.00
Mech	10	Mechanical	10/10/2022	MC-018625	G1	4,975.00	75.00
Mech	10	Mechanical	10/10/2022	MC-018626	G1	3,546.00	75.00
Mech	10	Mechanical	10/10/2022	MEC-018629	G1	6,588.00	75.00
Subtotal for Mechanical:					21	\$137,432.00	\$1,725.00
Plumb	10	Plumbing	10/06/2022	PL-018620	G1	4,800.00	75.00
Subtotal for Plumbing:					1	\$4,800.00	\$75.00
Pools	10	Swimming Pools	09/15/2022	BPM-018576	G1	26,500.00	403.50
Pools	10	Swimming Pools	09/15/2022	BPM-018577	G1	18,000.00	377.00
Pools	10	Swimming Pools	10/04/2022	BP-018615	G1	43,000.00	1,277.00
Subtotal for Swimming Pools:					3	\$87,500.00	\$2,057.50
Remod	10	Renovation/Repair	03/07/2022	BPM-018015	G1	5,500.00	975.79
Remod	10	Renovation/Repair	03/10/2022	BPM-018026	G1	37,000.00	508.00
Remod	10	Renovation/Repair	11/30/2021	BPM-017783	G1	17,000.00	168.00
Remod	12	Renovation/Repair	09/15/2022	BPM-018578	G1	11,900.00	122.10
Remod	10	Renovation/Repair	09/15/2022	BPM-018579	G1	20,000.00	195.00
Remod	10	Renovation/Repair	09/15/2022	BPM-018580	G1	0.00	80.00
Remod	10	Renovation/Repair	09/15/2022	BPM-018581	G1	22,440.00	266.96
Remod	10	Renovation/Repair	09/21/2022	BPM-018590	G1	2,000.00	155.00
Remod	10	Renovation/Repair	09/22/2022	BPM-018592	G1	15,600.00	155.40
Remod	10	Renovation/Repair	09/22/2022	BPM-018593	G1	40,000.00	535.00
Remod	10	Renovation/Repair	09/22/2022	RDR-018594	G1	13,000.00	132.00
Remod	10	Renovation/Repair	09/27/2022	BPM-018600	G1	10,000.00	105.00
Remod	10	Renovation/Repair	09/28/2022	BPM-018603	G1	1,800.00	80.00
Remod	10	Renovation/Repair	09/28/2022	BPM-018604	G1	2,000.00	80.00
Remod	10	Renovation/Repair	10/04/2022	BP-018608	G1	20,000.00	195.00
Remod	10	Renovation/Repair	10/04/2022	BP-018609	G1	20,000.00	195.00
Remod	10	Renovation/Repair	10/04/2022	BPM-018611	G1	3,000.00	80.00
Remod	10	Renovation/Repair	10/04/2022	BPM-018613	G1	4,000.00	80.00
Remod	10	Renovation/Repair	10/04/2022	BPM-018614	G1	5,200.00	220.00
Remod	10	Renovation/Repair	10/05/2022	BPM-018616	G1	28,000.00	315.00
Remod	10	Renovation/Repair	10/10/2022	BPE-018628	G1	20,750.00	276.75
Subtotal for Renovation/Repair:					21	\$299,190.00	\$4,920.00
Walk	10	Walkway	09/28/2022	RDR-018605	G1	14,000.00	141.00
Subtotal for Walkway:					1	\$14,000.00	\$141.00
Zoning	10	ZONING	09/20/2022	Zoning-018586	G1	0.00	50.00
Zoning	10	ZONING	10/05/2022	Zoning-018617	G1	50.00	50.00
Zoning	10	ZONING	10/05/2022	Zoning-018618	G1	0.00	50.00
Zoning		ZONING	10/11/2022				50.00
Subtotal for ZONING:					4	\$50.00	\$200.00
GRAND					94	\$639,703.00	\$11,266.43

INSPECTIONS DEPT FROM 9/09-10/11**ACTIVE NEW HOME PERMITS = 44****OTHER ACTIVE PERMITS= 282****PERMITS ISSUED OVER \$30,000 = 2 (AMOUNT INCLUDED IN ACTIVE TOTAL)****PERMITS ISSUED WAITING PICK UP = 18****TOTAL PERMITS= 344****PERMITS IN REVIEW= 11****CAMA IN REVIEW= 4****ZONING IN REVIEW = 5****CAMA PERMITS ISSUED = 6****PERMITS SERVICED FOR INSPECTIONS FROM 9/09-10/11=120****TOTAL INSPECTIONS MADE= 525**

CREDWINE

10/11/2022 11:55:37 AM

Page 4 of 4

cp-ConstructionTypeReport



Wednesday, October 12, 2022

Memo: Amendments to 94.03

To: Town Commissioners, Mayor and Town Manager

From: Planning and Inspections Director

Subject: Amendments to 94.03 Specifically Exceptions to walkways with over 300 feet to the Last line of Natural Stable Vegetation.

The Board tasked the Planning Board with review of the 94.03, The TOHBPB reviewed and discussed Ordinance 94.03 and asked the staff to return with options, Planning staff presented 5 options to the Planning Board at the next scheduled meeting. The Planning Board advertised the proposed changes to the public and then voted to send the approved changes forward to the Board.

Note: Town staff supports these changes.

A handwritten signature in black ink, appearing to read "Timothy A. Adams".

Heather Finnell

From: Rhonda Wooten
Sent: Tuesday, September 27, 2022 4:09 PM
To: Heather Finnell
Cc: Tim Evans
Subject: FW: PLanning Board Meeting
Attachments: Option 5 .docx

The Planning & Zoning Board voted unanimously on September 27, 2022 to send forward option 5 (see attached), to the Board of Commissioners for approval.

See attachment.

Option 5

Staff recommended changes to remain 94.03

Staff Input: Assistant Town Manager Christy Ferguson, Development Service Officer, Rhonda Wooten, Planning and Inspections Director Timothy D. Evans, Public Works Director, Chris Clemmons

(2) Frontal Dune Policy and Restrictions:

(a) Whenever property owners elect to construct a walkway across the frontal dune on their property, to provide pedestrian access to the beach strand, the following specifications shall apply. (Note: the same criteria applies when property owners seek to apply for town approval of an encroachment agreement to construct a walkway over public property adjacent to their residence.)

1. The walkway shall be constructed only of building materials approved by the ~~N.C. State Building Code~~ North Carolina Residential Building Code. The walking passageway shall be no wider than four feet. The underside of the walkway across the frontal dune shall be a minimum of 18 inches and a maximum of 36 inches above the crest of the sand. Exception: Town owned CAMA accessways may utilize a 6-foot walkway.

2. The first step down to the beach strand shall be placed no farther seaward than the beginning of the downward slope of the dune. ~~or the existing line of escarpment determined by averaging the downward slope or escarpment line for the property in question and those properties directly adjacent.~~

3. Steps shall be of open tread construction with a maximum riser height of 8.25 inches and a minimum tread depth of 9.00 inches and shall meet the requirements of the ~~N.C. State Building Code~~-North Carolina Residential Building Code.

4. In accordance with N.C. State Division of Coastal Management's enforcement of the Coastal Area Management Act (CAMA), the walkway access to the beach strand over the frontal dune shall be conclusively presumed to entail negligible alteration of the dune. ~~The walkway shall be raised on posts or pilings a minimum of two feet and a maximum of five feet depth into the dune.~~ In no case shall the walkway be permitted if it will, in the opinion of the Local CAMA Permit Officer, diminish the dune's capacity as a protective barrier against flooding and erosion.

5. Except for handicap ramps, steps from the walkway to the beach strand shall be placed only perpendicular to the frontal dune line.

6. No structure other than ~~the one~~ four-foot-wide wooden walkway shall be located south of the landward toe of the frontal dune. This applies to decks, gazebos, sitting areas and other additions that a property owner may desire to make to the allowed walkway. Structures (other than the ~~one~~ four-foot walkway) that exist when this section is adopted may remain in place temporarily; however, all such structures must be removed no later than December 31, 2003, in order to be in compliance with this section. A building permit is required if there are any repairs needed to walkway load bearing surfaces, such as supporting posts. Adding additional lengths to supporting posts shall constitute a repair. Exception: Town owned CAMA accessways may utilize a 6-foot walkway. Exception: Property owners with lots that have more than 300 feet from the seaward toe of the frontal dune to the last line of natural stable vegetation, as determined by the local CAMA officer, may install a single walkway with a maximum width of four feet; the walkway shall be a minimum of three feet high with a maximum height not to exceed four feet; and shall terminate at the last line of natural stable vegetation. Walkways shall be permitted and built-in accordance with all federal, state, and local building requirements.

(b) Showers shall not be located on walkways over the dune south of its landward toe. Shower runoff must not drain onto any portion of the frontal dune or south of the landward toe.

(c) In those instances where a residence or other structure is located directly adjacent to the frontal dune, stormwater runoff from roofs shall be controlled by the property owner so as not to erode sand on any portion of the frontal dune.



Date: October 12, 2022

To: Mayor Holden and Board of Commissioners

From: Chris Clemmons, Public Services Director
C.C.

Re: Stormwater Issues

I am seeking the Board of Commissioners' approval for Green's Engineering to advertise for bids on the Greensboro Street Pump Station #2 Upgrade Project.

Discussion and Possible Action to Solicit Engineering Firms to Evaluate the Potential Need and Cost for Additional Water Storage Capacity for Holden Beach

Background

This has been a BOC priority for the past 2 years. We should proceed with a study to evaluate the need and options moving forward. Issuing an RFQ would be the first step.



Date: October 11, 2022

To: Mayor Holden and Board of Commissioners

From: David Hewett, Town Manager

Re: Paid Parking

Mr. Varner with Otto Connect contacted me regarding the possibility of ending paid parking on October 28, 2022, and allowing free parking island-wide for festival weekend, October 29th and 30th. I suggested this decision would require BOC approval. Mr. Varner needs direction so that he can plan accordingly if the season will end on October 28th.