



**TOWN OF HOLDEN BEACH
PARKS AND RECREATION ADVISORY BOARD
SPECIAL MEETING
MONDAY, DECEMBER 13, 2021- 10:00 A.M.**

The Parks and Recreation Advisory Board (PRAB) of the Town of Holden Beach, North Carolina met at 10:00 a.m. on Monday, December 13, 2021 in the Town Hall Public Assembly. Present were Chair John McEntire, Vice Chair Suzannah Tucker, Members Olivia Gomez, Candace Vick, Mike Pearson, Grace Bannerman and Melanie Champion. Town Manager David Hewett, Assistant Town Manager Christy Ferguson, and Inspections Director Tim Evans were also in attendance.

CALL TO ORDER

Chair McEntire called the meeting to order at 10:01 a.m.

AGENDA APPROVAL

Motion by Vice Chair Tucker to approve the agenda; second by Member Champion; approved by all.

DISCUSSION ON 796 OBW

Assistant Town Manager Ferguson stated that the board had some questions at the last meeting. She continued that she asked two of the smartest people she knows to be here to answer questions based on their expertise in the area. She offered a special thank you to Inspections Director Tim Evans for coming in on his day off to take part in the meeting. Assistant Town Manager Ferguson went through some of the questions the board submitted and answers the staff could provide. Town Manager Hewett said the property comprises the land and the structure. The value of the structure is detailed on the tax record as \$186,000. Inspections Director Evans said there was not a detailed inspection. He said he wrote up some things about decks. He continued that he went through the structure on the inside and there was nothing to be written up but the decks. Vice Chair Tucker asked how loud it was. Inspections Director Evans replied that it is not very loud as some sound abatement was also added to the station. He said as far as the flood zone, the DFE is at 14 feet. Grade is estimated as 7 feet. There was a question regarding if there has been a mold inspection. The answer was that the town was not aware of one. Inspections Director Evans didn't see any when he went through the structure and Town Manager Hewett hasn't paid for one. Inspections Director Evans said the high-water mark is 30 feet off of the dry land. He continued that it is enough to have a really good size deck. Vice Chair Tucker asked about the number of feet from the property line. Inspections Director Evans said setbacks should not be an issue except where they abut. He said we would need to have a ramp. He suggested it can start at the edge of the right-of-way. He continued by saying any amenity for the town doesn't have to comply with setback requirements because it is town property. You can use most of the back as long as CAMA setback lines don't come into play. There was a question about the maximum cost of renovations to be made before having to rebuild. Maximum would be half of \$186,000 for residential. Town Manager Hewett asked him to distinguish between maintenance cost and remodeling. Inspections Director Evans said there is a difference between required repairs and rebuild. For instance, if decks are unsafe and you want to repair, it can't be charged against your substantial improvements. He discussed how safety factors are taken into consideration. Either you are

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rebuilding or adding to when it comes to the discussion. For the purpose of this structure, he is almost sure it already meets the DFE requirements. Shouldn't be worried about cost. It is not an issue for the board because it will not affect the decision. It is already tall enough. It is not conforming in any other way. Chair McEntire asked if the cost to make it ADA compliant is x and they want to build a deck, can it exceed \$90,000? Inspections Director Evans says it is not going to fall into any regulatory guideline.

The original reason for purchasing 796 OBW was discussed. Town Manager Hewett said the differential on the cost so that sound did not encroach on 796 OBW meant that it was cheaper to purchase, so the decision was made to buy 796. Inspections Director Evans said we have asked DEQ to provide us an answer if we can get across that property so that we might consider a walkway back there. The lot behind 796 OBW was discussed. Town Manager Hewett said the ask for purchasing the lot was made and we ended up only buying 796 OBW. Renovations that might need to be done to the structure were discussed. Member Vick asked if the bathrooms could go downstairs. Inspections Director Evans said they can go downstairs if they are set up on a system so that a valve could be turned during storms. He said the kitchen area, sinks, accessways and doorways would need to be ADA compliant. He continued that an elevator is not an approved way of egress. Everywhere that has an elevator also has to have a comparable plan. Member Bannerman asked about the access from the main level to the second. Moving the stairway to the exterior walls was discussed. Inspections Director Evans said the top floor of the structure needs to be made for qualified employees only. Then you would only have to provide ADA to the lower level. Member Bannerman asked if steps could be put outside. Inspections Director Evans suggested not doing it because you will want the right-hand side for handicapped access. Atlantic Telephone and Brunswick Electric would have to be contacted about pedestals. There was discussion about the end of the handicap ramp going off the back of the property and then coming back with a slight turn, without having to come back up. Inspections Director Evans said he forgot how deep the lot is, but we need 90 feet. He said if you are going to turn it into a public facility he would go ahead and do new HVAC systems because of minimum fresh air intake requirements. He said he would also change the roof and maybe think about new architecture features even if they are fake. He said the first floor is 100 percent usable, anything on the second floor is employees only. He said the taxpayers probably do not want to invest the money to make the second floor accessible to the public. Chair McEntire asked about the air system. Inspections Director Evans said the duct system was not replaced and you will need additional duct work. If a kitchen is used, then it will need a commercial hood system.

Permits were discussed. Inspections Director Evans said there will need to be CAMA permits and building permits. He said you will have to hire a commercial building contractor. He said the contractor will likely have to be an intermediate. There was a question regarding which walls are weight bearing. The answer was that the exterior walls are weight bearing. The upstairs part on the back is stick built. Vice Chair Tucker said if the stairwell is in center of the house and you wanted to go in and take some out so that there is open space, would the structure be impacted. Inspections Director Evans said the walls around the stairs might be carrying some weight but unless pilings are different than what he remembers, probably not. Vice Chair Tucker asked about an engineer coming in. Inspections Director Evans said you will need an engineer to come in to do some calculations regarding what is weight bearing. Member Bannerman said to make a multipurpose room you would need an engineer. Inspections Director Evans said that you need an engineer seal because of the ramp, 100 mile per hour wind loads, and due to the fact that you will be turning the property over to the public. Member Bannerman inquired if the deck could be covered going out the back. Inspections Director Evans said we can probably trade 30 percent off for commercial. It was discussed that the building is structurally sound. He would have to investigate the requirements for a fire suppression system as it depends on occupancy. He said if you start putting full fledge cooking in the costs will be high. He continued by saying you could have some sort of small kitchen, but it would have to be isolated. A microwave set-up would not need that.

Once the questions from the board were discussed, Assistant Town Manager Ferguson allowed Inspections Director Evans an opportunity to offer some suggestions. He said the stairway needs to be pushed to the
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outside. There needs to be architecture features added. The decks that are there need to go away. The structure needs to be made ADA compliant with a ramp. He said you should put restrooms underneath if they can go there. He stated that you can put bathrooms just like at Ocean Isle on the bottom level. Member Vick said it might be nice underneath. Assistant Town Manager Ferguson said you would need to make tentative recommendations for the tasker. Vice Chair Tucker asked who is driving it. Assistant Town Manager Ferguson said she thought it was unanimous on the board's part. Inspections Director Evans said we can have an idea and until you get it on paper and until you compare it to the code, we don't know how it will turn out. He said we will not know a dollar amount until it is put out for a bid. Member Bannerman said the PRAB creates a dream and gives it to the next level. Member Vick said the PRAB could put something together of what they think can be done. Chair McEntire asked if we can get a ballpark of what Ocean Isle did for renovation. Inspections Director Evans said he will ask them for information. Member Vick suggested if the commissioners get interested in the project, they can go over to look at the Ocean Isle facility. Additional meetings and participation methods were discussed.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Motion to adjourn (11:04 a.m.) by Member Champion; second by Member Vick; approved by all.