

Tab 11



ORIENTAL PLANNING BOARD MINUTES

Wednesday, January 17, 2024, 3:00PM
Oriental Town Hall – 507 Church Street, Oriental, NC

CALL MEETING TO ORDER AND ESTABLISH QUORUM: At 3:00PM, Chair DeWeese calls meeting to order. Members Strickland and Rasmussen, VC Quigley were present. Members Crothers was available by phone.

APPROVAL OF THE AGENDA: Chair DeWeese need to add that under approval of agenda. Chair DeWeese makes the MOTION to approve the agenda as amended, VC Quigley seconds. 4-0.

APPROVAL of December 2023 Minutes: Member Rasmussen makes a MOTION to approve December Minutes. Member Strickland seconds. 4-0.

PUBLIC COMMENT: NONE

OLD BUSINESS.

SUP process: Board has declined to give further direction as yet- 160D conversion/compliance is 75% done. Anything that needs to be changed would have to go through Public Hearing also. Might want to get it all done at once- their call. Lots of municipalities are looking at this issue and tightening regulations. PB Chair asks if we could impose a moratorium. YES. Instituting a moratorium will take as long as scheduling PH to change Ordinance. Justifiably can be moved to MU and MU-1 zones only. Can we do a moratorium on R zones only? Will check with attorney.

PB Chair also looking at software that crawls the web to find any available homes. Can we get back taxes? (Question for attorney) She will be reviewing SUP and LUPs for STRs to try and get an accurate count. Question from Commissioner Roe about differentiation between zones. Part of gathering info needs to be how many and where (on a map). LUA notes some of the SUPs not recorded at Register since COVID. Is there a way to make the permit NOT move with the land? (Attorney question). Commissioner Roe looking for a way to fund the enforcement and monitoring of the issue.

Multi-Zoned Parcel on 807 Broad- looking to potentially rezone- ½ is R-3 (Midyette St side) and ½ is MU (Broad St side.) Several questions have been raised, including the access to Midyette St and the access easement. BOC has declined to schedule PH until those are answered. Parline adjustment is more likely acceptable, but that is not the request in front of us. Noted easement owned by Post Office service. History of residents on Midyette protesting opening that back up. LUA explains USE vs ZONE. All MU uses must be considered on rezoning the parcel to MU. Surveyor was present to explain the several moving parts of the request. Leaving enough space to build 3 homes fixes the access to Midyette St and gives the MU owner the space desired. Member Strickland and others suggest they ask for what they need, not the whole parcel. PB will see this again in February to make a recommendation.

Chas1 LLC property (604 Shorey Dr) will be coming with rezoning application.-previously annexed into town as one parcel- now divided according to GMO- PB agreed that Mgr should sign off on subdivision- does not include roads, more than 10 acres with no street right-of-way is involved- does not require PB to hear or sign off. Plan introduced for potential RV Park on back half of parcel. PB will see the rezoning request in February. (Section 141 discussed)

Online Coursework: Planning Board training due to turnover now scheduled for Jan 24.
Comprehensive Land Use Plan : Recommended to forward to BOC for scheduling Public Hearing.
SUP request for Short Term rental 304 Main St- Police have no reports filed on new owners at this residence. Has already been forwarded to BOC. Planning Board has no evidence to prevent. Motion to forward approval from Planning Board to BOC by Member Rasmussen, seconded by VC Quigley. No public input on this application, no evidence presented.4-0.

NEW BUSINESS

Newman Land Use Permit- New owners at corner of S. Water and Broad bring plans for mobile restaurant on that lot, including commissary and restroom, picnic tables. LUA could find nothing to prevent this application. Suggests this may be the highest/best use- able to remove facilities in case of weather event.

School proposal: Oriental First Baptist Church has applied for change from Church to Church/School- lower grades, small population. Concerns include traffic issues- crosswalk application prior was denied by NCDOT- offered crosswalk at intersection only. How/when will students be dropped off/picked up? Will they use a bus? Will they forward to NCDOT request for speed limit change? Crossing guard? Questions to be answered by applicant prior to recommendation made to Town Board.

Compliance Forms:

| | | | | | |
|----------|--------------------|------------|--------------------|---|-------------------------------------|
| Borders | 12/4/2023 2023-34 | compliance | 6020 Dolphin Rd | Y | 12/4/2024 new SFR |
| Willis | 12/20/2023 2023-35 | compliance | 3013 Maritime | Y | 12/20/2024 new SFR |
| Creel | 12/20/2023 2023-36 | compliance | 5904 Oak Lane | Y | 12/20/2024 raising house from flood |
| Roletter | 12/28/2023 2023-37 | compliance | 100 Pelican Circle | Y | 12/28/2024 adding front porch |
| Roberts | 1/5/2024 2024-01 | compliance | 6001 Dolphin Rd | Y | 1/5/2025 new SFR |
| Dammeyer | 12/1/2023 2023-33 | compliance | 1116 Link Lane | Y | 12/1/2024 add lift |
| Boswell | 10/23/2023 2023-27 | compliance | 1113 Link Lane | Y | 10/23/2024 add shed and gazebo |

All compliant and signed.

NON-AGENDA ITEMS: LUA notes PB will see a Special Use Permit request in February for bakery.

ADJOURN:

Next Meeting scheduled for February 21, 2024, 3PM.

Allison DeWeese, Chair

Diane H. Miller, Clerk to the Board/LUA

Town of Oriental

Harbor and Waterfront Advisory Committee

DRAFT Meeting Minutes from December 14, 2023

The meeting was called to order @ 8:00am, in the Town Hall Meeting room by Chairperson Jim Blackerby with the following committee members in attendance: Dan Allen, Jenny Jones, Jim Kellenberger, Don McGuire, Pat Stockwell and David Szerlag (phone in). Also present were Diane Miller- Town Manager; Commissioners Breena Litzenberger, Charlie Overcash and members of the public.

Minutes from Nov. 2023 were approved by Don McGuire and seconded by Pat Stockwell

HWAC facilities check review. Weekly recommendations were reported to Town Hall. Volunteer hours are to be documented. Mr. Kellenberger will capture. Mtg recommendations – replace solar lights on Neuse Fishing pier and TD's 1 and 2. Don proposed adding a “No Fishing” sign at the beach for safety.

Manager's report:

- Sargent Boathouse Christmas event was well attended, with music, holiday snacks, hot choc., and fine décor. Positive feedback from the public.
 - Diane advised that the Hodges Street project is being reviewed by the USDA. Letters of support from the legislature.
- Other grant possibilities were discussed including a boating, parking and park access area off Midgette (Ragan property). NCCF grant writer may assist in securing funding.
- Diver to be hired to do yearly inspections at TD1. This year, TD2 pilings will be inspected also.

1. Request for guidance from Commissioner Roe on the CAMA/LUP proposed potential changes. Committee planned follow-up.
2. Discussed points for a meeting between the Town and NCCF's new director, Dr Braxton Davis. Committee planned follow-up. Questions to be sent to David Szerlag.
3. Review of Dan Allens's draft changes to the Harbors and Waterfronts part of the Town's website. Reviewed and input was requested. Discussion - visitors asking for depth info, first come first serve, no mooring field, can find anchorage in harbor (where), better visuals, hyper-links for each facility.
4. Whittaker Creek dredging project update. Grant extended to Apr. 2025. Dan sent request to Coast Guard to move marks to help navigation through the channel.
5. No wake zone discussion – has to be county supported. Back to jurisdiction and enforcement issues. Manteo and Dare County are proposing new no wake zones.

6. Whittaker Point - NCCF indicated funding could be available for restoration in the event of damages to coastal marsh plantings at WP.

Motion to adjourn by Don McGuire, seconded by Pat Stockwell

Meeting adjourned at 9:19
Next Meeting, Jan 11, 2024

Respectively submitted,
Jenny Jones/Jim Blackerby

Town of Oriental

Harbor and Waterfront Advisory Committee

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HWAC facilities check review. Weekly recommendations were reported to Town Hall. Mtg recommendations – replace solar lights on Neuse Fishing pier and TD’s 1 and 2. Don proposed adding a “No Fishing” sign at the beach for safety.

Manager’s report:

The Town Manager was out of the office.

Committee Business

1. Jenny Jones will put together a draft spill description form. The purpose of this form is to standardize our reporting of spills to the Town, Coast Guard and NCDEQ.
2. Request for guidance from Commissioner Roe on the CAMA/LUP proposed potential changes. Committee planned follow-up. 2. David Szerlag plans to attend the Feb. 2024 CRC meeting on proposed CAMA LUP and Comp Plan changes to determine the effects on our Town. He will report back to the Town Board on his findings.
3. Commissioner Litzenberger as well as others offered input on the subject of Town ADA compliance issues. She has asked for members' input to the survey found on Town Dock. The HWAC requested that input from the survey concerning the Towns Harbors and Waterfront be shared with the committee. An engineering report can be found with the survey.
4. Discussed points for a meeting between the Town and NCCF's new director, Dr Braxton Davis. Discussion points to be sent to David Szerlag. 4. David plans to invite Dr Braxton Davis (NCCF) to town for a meet and question day.
5. Pump out space issues -The Pump out topic was tabled until Diane had a chance to recommend how to proceed with recommendations to changes to Chapter E. In the end, work, proposals, town review period? and Board approvals will need to be completed as early as possible.
6. The Harbors and waterfronts website redo draft was well received at the meeting. Diane to advise Dan/committee as to the amount of space available for photos and info on the site. Also possibly look at an option for a more streamlined access point to the site on the main page.
7. Dan Allen gave an update on progress made for the Whittaker Creek Dredging project. The permit request has been accepted for processing and consideration for approval.
8. Signs will be handled by Jim Kellenberger. Please check with Diane Miller. The original plan to use the state sign makers would not work. Jim Blackerby to address Welcome Center sign.

9. Jim B. will check with Diane about obtaining a “baseline” survey of Whittaker Point conditions for FEMA purposes and Board approval. Early information needed before proceeding would include costs and what companies to consider for the work. This is early stage and the committee has not voted on proceeding to recommendation at this point.

10. Whittaker Point - NCCF indicated funding could be available for restoration in the event of damages to coastal marsh plantings at WP.

11. The Town Board Budget retreat will be held in early March. Input from the committee on what projects to (continue) move forward and new ones that members recommend will need to be shared before and reviewed at our next meeting. Please refer to Dan Allen’s updated HWAC spreadsheet.

Motion to adjourn by David Szerlag, seconded by Pat Stockwell.

Meeting adjourned at 9:30
Next Meeting, Feb 08, 2024

Respectively submitted,
Jenny Jones/Jim Blackerby

Minutes

Oriental Tree Board Meeting

| | |
|----------------------------|---------------------------|
| DATE | January 30, 2024 |
| DURATION | 09:02 AM through 10:26 AM |
| MEETING CALLED TO ORDER BY | John Deaton, chair |

IN ATTENDANCE

John Deaton (chair), Phil Borders, Michelle Brooks, Janet Chinaea, Ken King (em), Bob Miller, Cindy Swiskey, Missy Tenhet, Cathy Washburn, Alan Price (comm liaison)

CHAIR REPORT - OLD BUSINESS

John reported that "... there are a considerable number of trees that [still] need attention," in Area 2, before we can move on to Area 3. He has started to compile a photo survey of all the trees in the jurisdiction, and noted particular problems (see attached list).

Bob reported that the 2024 Tree City USA application was submitted and approved.

There is a continuing problem with trees being damaged in the Town ROW in front of two construction sites on Windward. Tree Board members have spoken to the contractors about protecting the trees from damage by equipment and supplies, to no lasting avail. Missy suggested that the Oriental Planning Board could share a copy of all new building permits with the OTB so that we can determine if there are Town trees in the ROW, and can work with the contractors on documented protection plans. There was discussion regarding the OTB's enforcement authority in such matters. John will alert Diane Miller.

Last meeting the OTB was asked to investigate a request from Rick's BBQ on Broad Street (Area 3), to **top** the crepe myrtle trees that are blocking the street lights from lighting the parking lot in front of the restaurant. Topping is never a good pruning strategy. John relayed the Board's findings to Diane Miller. Diane notified the Rick that the Town is responsible for lighting the **street**; it is the property owner's responsibility to light the **parking lot**. However, the Tree Board will **prune** the crepe myrtle trees as soon as we get to that area.

All other approved special safety maintenance requests outside of Area 2 were addressed over the past two months.

NEW BUSINESS

John announced that Janet has accepted the role as Oriental Tree Board Secretary.

Janet noted that there are two new members (Cindy & Cathy) who don't have safety vests. John will track them down.

New Plantings: The following trees are approved for planting in the 2024 planting season:

- Memorial tree planting for Bob Parker; near the boat launch; species to be identified.
- 2017 White Farm Road, two red oaks.
- 403 South Ave, Yaupon Holly to continue the existing *allée*'; Bob offered one he has, because it is so hard to find the same species at the nurseries.

The Board agreed that there would be no more new plantings this year unless requested.

Tree Inventory Project – John and Janet met with Diane Miller to discuss mutually beneficial data elements of a Tree Inventory to include photos and a database. Currently there is no GIS layer capability in the Town MIS. Janet is working on the structure of the database/spreadsheet; John has begun photographing all of the Town trees.

Ken and Bob will help identify the species and provenance of the trees. Bob mentioned that a similar survey had been done about 10 years ago; he would go through his files to share this information for the new database.

Hazard Trees – Ken pointed out the advanced deterioration of the tree at 207 Neuse Street. John relayed the concerns to Diane for possible contract pruning. Michelle suggested the Town communicate with the electrical utility to negotiate a “make safe” removal since the utility lines are passing through the middle of the tree.

Jonathan, of Pamlico Tree Care, provided a quote to Diane to remove hazardous limbs and a sawtooth oak at 402 South Avenue. Consensus of members determined that the sawtooth oak should be spared for later review.

John asked that everyone keep an eye out for other ‘hazard’ trees/limbs that could be addressed with one contract for multiple trees.

Post-Storm Inspection – Missy had been taking the lead on inspecting trees after storms and relaying that information to Diane. Missy expressed that she would like to step back from that responsibility. Michelle volunteered to take over that role.

Internal Contacts List – Janet suggested that it might be beneficial to put together a private listing of Board members’ contact information, since phone and text are often faster forms of communication than e-mail. This list would not be shared outside the Board. Residents would continue to contact town hall with all inquiries so that Diane can coordinate the responses. Members agreed, and a sheet was circulated to gather this information.

Trees With E-mail Addresses – John mentioned that he heard of a program whereby residents named and created e-mail addresses for iconic trees in their town, and asked if the Board thought it would be of interest to Oriental. Consensus was that we have a lot on our plates right now, and prefer to table that idea.

Tree Board Archives – In the meeting with John and Janet, Diane mentioned that there are boxes of old OTB documents stored in the town hall that need to be reviewed for retainage decisions. The review would have to be done ‘on site’ by appointment. Bob and Ken said that they had gone through those boxes several years ago; the documents there need to be scanned. Cathy suggested perhaps the town can bring on an intern over the summer to scan them using the town’s existing equipment. More discussion is needed on this subject.

Oriental 125th Anniversary – Janet suggested that perhaps the OTB should have “a presence” in the town’s anniversary celebration event March 1-3. Michelle shared the contact information of Ginger Barnett, the chair of that committee. Janet will contact Ginger and report back.

Arbor Day Celebration – Bob reported that Arbor Day 2024 is set to be April 6th. Bob will submit the ‘proclamation’ to the Board of Commissioners to establish that date. At our next meeting the OTB needs to begin planning that event, usually anchored by a public tree pruning demonstration and the presentation of the Tree City USA certificate to the Town by the NC Forest Service.

NEXT MEETING

The next full Board meeting will be Tuesday, February 27, 2024, at 9:00 AM in the Town Hall main conference room. Pruning crews meet at the Town Hall most Tuesdays throughout the year.

Oriental Tree Board
Trees to be Pruned / Partial Listing

January 29, 2024

Zone 1:

Wildlife Ramp

- Limbs in the parking area, they have been pruned back but they need to be taken further back to the trunk

Broad Street

- Crate Myrtles need attention.
- Crates across from the Village Club – Town trees?

Midyette Street:

- North of North Street – Crate myrtles need attention.
- South of North Street – over hanging oaks for truck and boat clearance.
- 700 Midyette - Midyette and Church Street intersection.
-

Recreation Field:

- It appears that the town pruned the sycamores for maintenance reasons, limbs need to be cut back to the trunk where needed.
- Overall look – lots of trees!

Zone 2:

OYC – Oriental Yacht Club

- Live oak in the corner
- Cedar trees on neighboring Fulcher property

Oriental Marina and Inn

- Live oak at the end of the walkway
- Crate myrtles beside the parking lot

Academy Street:

- 400 Academy, corner lot, the oaks show impact damage.

Freemason:

- The cedar tree across from the churches is blocking the speed limit sign. I didn't note much in the way of impact damage, but it is out in the road.

Lou Mac Park:

- The remaining broken limbs in the oaks need to be removed.
- The cedar tree limbs need to be lifted for yard maintenance.
- Remove stubs from western most live oak – poorly cut – possible vendors?

Lupton Park:

- Broken limb hanging in the cedar tree beside the swings.

Mildred:

- 403 Mildred (across from the park) The speed limit sign is partially blocked.
- Methodist parking lot – limb over the sidewalk on Church St. What kind of tree?

Factory Street:

- 502 Factory – oaks, impact damage.
- Trim back reeds around the cypress tree
- Were the cedars planted by the OTB? Buried in reeds.

South Avenue:

- 504 South Ave, crate myrtles beside Neuse Street extension, excellent example of old crates needing attention – examples are all around the old section of town.

Zone 3:

Vandemere:

- 407 Vandemere – At the corner of Third Ave and Vandemere – impact damage.
- 303 Vandemere – Tracey's house, request to lift the canopy and remove limb over the driveway.

Third Avenue:

- The connector between Vandemere and High Street needs to be cleaned up – a considerable amount to be pruned with a few encroaching trees that need to be removed.
- Contract service?

Ragan/Neuse Drive Intersection:

- 301 Ragan / Bond house - Private oaks overhanging in the road on Ragan and Neuse.
- 1006 Neuse Drive: Private trees overhanging the road.

Ragan Road:

- The oaks overhanging the road need to be trimmed back.

ORIENTAL PARKS AND RECREATION COMMITTEE

FEBRUARY 13, 2024

MEETING NOTES

In attendance: Vicki Rasmussen, Commissioner Crosser, Commissioner Price

- Chairs in Lou-Mac park have been repaired by Butch Rasmussen and photos sent to Commissioner Crosser who in turn took them to Nautical Wheelers. They will now contact the manufacturer.
- Signage at the Rec Park has been confirmed that it is being worked on. Vicki will call to make sure that when it is installed placement will be directed by a Park rep.
- Horseshoe equipment. Vicki will follow up with Manager Miller about equipment ordered to improve the horseshoe pits. Once equipment has arrived, Vicki will arrange a work day with the folks who want the pit improved and other committee members to handle the work.
- The topic of a tree being planted celebrating the 125th Anniversary was discussed. Per Commissioner Price, the Tree Board is in discussions with the Oriental United Methodist Church about putting a tree in the area on their property across from Lou-Mac Park. It was stated that we do not have room for any in Lou-Mac or Lupton.
- It was brought up that Mr. Mark Dicain showed Vicki the damaged tennis net at Lupton. A new net will be put in next year's budget.
- Vicki will put in a work order to reinstall the canvas at the pavilion at the Rec Park.
- Vicki brought up that the goal post at the Rec park is down and the netting is damaged. She was given the name Jeremy Forbes of Pamlico County Parks and Rec to contact to see if they will give us new netting. Jeremy.forbes@pamlicocounty.org is his contact.
- Oriental United Methodist Church has requested that we put up a basketball court to coincide with their youth activity program they will be running with other churches this summer. It was suggested that we offer them our pickleball court instead. We already have that equipment, we have a citizen Mr. Dicain who is qualified to teach children tennis. Vicki will call Pastor Ann and discuss.
- Commissioner Crosser gave her report from the Pickleball Sub-Committee. It is as follows:" a. Team working on obtaining high-level estimates on costs to construct a Tennis/Basketball Court, Pickleball Courts (4), Pavilion, and public restrooms.
b. Identifying a resource to design/draw the proposed project. Having a difficult time engaging someone.
c. Took action item to engage with the County on future park development projects – does the county have pickleball plans!
Once we have A and B complete, will forward information to the Park and Rec Board."
- Commissioner Price brought up that the OUMC would like a plot of land donated for the purpose of a community garden. Vicki will arrange a discussion with Pastor Ann about details of what they are looking for.
- Vicki will contact committee members about clean up days in the parks prior to the 125th Anniversary party which is the first weekend of March.

Submitted by V. Rasmussen 2/15/24