



## AGENDA

**TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM  
WEDNESDAY, MAY 3, 2023, 9:00 A.M.**

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**A. CALL TO ORDER / MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE**

**B. ADOPTION OF AGENDA**

**C. RECOGNITION**

NEW EMPLOYEE – Police Officer Lyle Coutts – January 6, 2023

NEW EMPLOYEE – Police Office Assistant Lauren Bailey – March 27, 2023

NEW EMPLOYEE - Public Services Facilities Maintenance Technician Andy Shaffer – April 03, 2023

NEW EMPLOYEE – Public Services Facilities Maintenance Technician Aubrey Everette – April 10, 2023

NEW EMPLOYEE – Public Services Sanitation Equipment Operator Jason Berry – April 10, 2023

NEW EMPLOYEE – Public Services Sanitation Equipment Operator Andy Harrell – April 17, 2023

PROCLAMATION - Police Officer's Week - May 15 – 21, 2023 (please see attached)

PRESENTATION – Outer Banks Bicycle and Pedestrian Safety Coalition

Documents:

[5 C RECOGNITION SUMMARY.PDF](#)  
[5 C POLICE OFFICER WEEK PROC.PDF](#)

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Budget Amendment #14 To FY 22/23 Budget

Documents:

[5 E1 BUDGET AMEND TO FY 22-23 SUMMARY.PDF](#)  
[5 E1 BUDGET AMEND WORKSHEET.PDF](#)

2. Consideration Of Tax Adjustment Report

Documents:

[5 E2 TAX ADJUST REPORT SUMMARY.PDF](#)  
[5 E2 MSD TAX REPORT.PDF](#)  
[5 E2 TOWN WIDE TAX REPORT.PDF](#)

3. Approval Of Minutes

Documents:

[5 E3 MINUTES SUMMARY.PDF](#)  
[5 E3 MINUTES APR 5 2023 BOC BUD WORKSHOP MINS.PDF](#)  
[5 E3 MINUTES APR 5 2023 BOC MINS.PDF](#)  
[5 E3 MINUTES APR 19 2023 BOC BUD WORKSHOP MINS.PDF](#)  
[5 E3 MINUTES APR 19 2023 BOC MINS.PDF](#)  
[5 E3 MINUTES MAR 15 2023 BOC BUD WORKSHOP MINS.PDF](#)

4. Consideration Of Resolution Of Approval For Water Shortage Response Plan

Documents:

[5 E4 WATER SHORTAGE PLAN SUMMARY-1.PDF](#)  
[5 E4 WATER SHORTAGE PLAN STATE LTR.PDF](#)  
[5 E4 WATER SHORTAGE RESPONSE PLAN.PDF](#)  
[5 E4 WATER SHORTAGE RESPONSE PLAN RES-1.PDF](#)

5. Request Approval Of Moffatt And Nichol Proposal  
to perform annual summer Beach Monitoring and Analysis report

Documents:

[5 E5 MOFFAT NICHOL ANNUAL MONITORING SUMMARY.PDF](#)  
[5 E5 TASK 13 NAGS HEAD ANNUAL MONITORING SCOPE 2023.PDF](#)  
[5 E5 TASK 13 MCKIM AND CREED LETTER 2023.PDF](#)

6. Request For Public Hearing To Consider Citizen Comment  
on the Town Manager's proposed operating budget for July 1, 2023 – June 30, 2024,  
proposed CIP requests for FY 23/24 through FY 27/28, and updated Consolidated Fee  
Schedule

Documents:

[5 E6 RPH CITIZEN COMMENT ON PROPOSED BUDGET SUMMARY.PDF](#)

7. Request For Public Hearing To Consider Text Amendments  
to Unified Development Ordinance as it pertains to the supplemental regulations  
associated with "Fueling Stations" within the Town

Documents:

[5 E7 RPH FUELING STATIONS SUMMARY.PDF](#)

**F. PUBLIC HEARINGS**

1. Public Hearing To Consider Official Zoning Map  
amendment re: new zoning district – the C-5 Historic Character Commercial Zoning  
District

Documents:

[5 F1 PH HISTORIC AREA ZONING MAP AMEND SUMMARY.PDF](#)  
[5 F1 PH ZONING MAP PN.PDF](#)  
[5 F1 PH HISTORIC AREA ZONING MAP AMEND MEMO.PDF](#)  
[5 F1 PH HISTORIC AREA ZONING MAP ORD.PDF](#)

2. Public Hearing To Consider A Vested Right/Special Use/Site Plan Amendment submitted by Albemarle & Associates, Ltd. on behalf of Nags Head Church for the expansion of its parking lot. The property is zoned R-2, Medium Density Residential and is located at 105 W. Soundside Rd

Documents:

[5 F2 PH NH CHURCH PARKING SUP SUMMARY.PDF](#)  
[5 F2 PH NH CHURCH PARKING SUP PN.PDF](#)  
[5 F2 PH NH CHURCH PARKING SUP MEMO.PDF](#)

3. Public Hearing To Consider Text Amendments to the Unified Development Ordinance as it pertains to the Town's short-term rental registration rules

Documents:

[5 F3 PH STR UPDATE SUMMARY.PDF](#)  
[5 F3 PH STR UPDATE RULES PN.PDF](#)  
[5 F3 PH STR UPDATE MEMO.PDF](#)  
[5 F3 PH STR APP A STATEMENT OF PLAN CONSISTENCY.PDF](#)

#### **G. REPORTS AND RECOMMENDATIONS FROM THE PLANNING BOARD AND THE PLANNING AND DEVELOPMENT DIRECTOR**

1. Update From Planning Director

Documents:

[5 G1 PLANNING DIR SUMMARY.PDF](#)  
[5 G1 PLANNING DIR REPORT.PDF](#)

2. Consideration Of A Major Site Plan Review/Site Plan Amendment submitted by Quible & Associates, P.C. on behalf of The Outer Banks Hospital, Inc. for construction of additional parking at 4917 S. Croatan Highway, Nags Head

Documents:

[5 G2 OBH PARKING EXPANSION SITE PLAN SUMMARY.PDF](#)  
[5 G2 OB HOSPITAL PARKING EXPANSION MEMO.PDF](#)

#### **H. OLD BUSINESS / ITEMS TABLED FROM PREVIOUS MEETINGS**

1. From Apr 5th Board Meeting - Update On The Following:
  - Town volleyball courts
  - Red-light camera program

Documents:

5 H1 OLD BUS UPDATES SUMMARY.PDF  
5 H1 RED LIGHT CAMERA POLICE MEMO.PDF  
5 H1 SATTERFIELD PARK CONCEPT MAP.PDF  
5 H1 RED LIGHT CAMERA LEGISLATION.PDF

## **I. NEW BUSINESS**

### 1. Committee Reports

Documents:

5 I1 COMMITTEE REPORTS SUMMARY.PDF

### 2. Consideration Of Amendment To Traffic Control Map Re: Admiral Street

Documents:

5 I2 TCM ADMIRAL ST SUMMARY.PDF  
5 I2 TCM ADMIRAL NP-TAZ MEMO.PDF  
5 I2 TCM ADMIRAL NP-TAZ ORD.PDF  
5 I2 TCM ADMIRAL NP-TAZ MAP.PDF

## **J. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY**

## **K. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER**

### 1. Town Manager Garman - Update On Community Survey

Documents:

5 K1 COMMUNITY SURVEY SUMMARY.PDF  
5 K1 SURVEY FINAL FROM 2006.PDF

### 2. Town Manager Garman - Presentation Of Town Manager's Recommended Budget

Documents:

5 K2 TM RECOMMENDED BUDGET SUMMARY.PDF

### 3. Town Manager Garman - Discussion Of Stan White Request To Vacate Portion Of Old Nags Head Woods Road

Documents:

5 K3 TM VACATE PORTION ONHW RD SUMMARY.PDF  
5 K3 TM VACATE PORTION ONHW RD LETTER.PDF

## **L. BOARD OF COMMISSIONERS AGENDA**

### 1. Comr. Renee Cahoon - Consideration Of FY 23/24 Government Education Access Channels Committee (GEACC) Annual Budget Request

Documents:

5 L1 GEACC BUDGET SUMMARY.PDF  
5 L1 GEACC 2023-2024 BUDGET.PDF

**M. MAYOR'S AGENDA**

1. Consideration Of Resolution Opposing Legislation Re: Local Land Use Authority

Documents:

[5 M1 MAYOR OPPOSE SB 317 SUMMARY.PDF](#)  
[5 M1 MAYOR OPPOSE SB 317 RES FINAL.PDF](#)

**N. CLOSED SESSIONS**

1. Mayor Cahoon - Request For Closed Session To Consider Applications Received For Nags Head Lightkeeper And Nags Header Awards

Documents:

[5 N1 MAYOR RCS LIGHTKEEPER SUMMARY.PDF](#)

2. Town Attorney - Request For Closed Session To Consider:  
Acquisition of property located at 100 E Hollowell Street, and to  
Confer with the Town Attorney re: a matter of attorney/client privilege and to preserve that privilege regarding 205 E Baltic Street

Documents:

[5 N2 ATTORNEY RCS CONFER WITH ATT SUMMARY.PDF](#)

**O. OTHER BUSINESS**

**P. ADJOURNMENT**

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**5401 S. Croatan Hwy, Nags Head, NC 27959**  
**252-441-5508**