

**Minutes of the
City of New Bern Planning & Zoning Board
September 6, 2022 – 5:30 P.M.
Development Services Conference Room – 303 First Street.**

The regular meeting of the New Bern Planning and Zoning Board was held in the Development Services Conference Room, 303 First Street, on September 6, 2022 at 5:30 pm

Members Present:

Travis Oakley, Chairman
Brad Jefferson
Raymond Layton, Vice Chair
Pat Dougherty
Sonny Aluzzo
Marshall Ballard

Members Excused (E)/ Absent (A):

Margie Dunn
Kyle Dearing

Staff & Counsel Present:

Seth Laughlin, Land & Community Development
Administrator.
Jaimee Bullock-Mosely, Assistant City Attorney.

1. Roll Call

Staff Member Seth Laughlin delivered the roll call of all members and quorum declared with 6 members present.

2. Approval of Minutes

Board member Aluzzo made a motion to approve the minutes as written. Vice Chairman Layton seconded the motion. **Chairman Oakley called for a roll call vote. The vote was unanimous (6-0).**

3 A. New Business,

Belle Oaks II, LLC. is requesting subdivision final plan approval for “Belle Oaks, Phase V-B”, a proposed final plan for 25 lots located on 15.027 +/- acres.

Staff Comments:

Staff member Laughlin introduced the application and went on give his staff presentation to the Board:

Belle Oaks II, LLC. is requesting subdivision final plan approval for “Belle Oaks, Phase V-B”, a proposed final plan for 25 lots located on 15.027 +/- acres. The property is located along Bogue Lane just north of Rodanthe Drive. The application includes an engineering estimate of the incomplete improvements totaling \$17,376.00 (including 20% multiplier). This estimate has been approved by the Interim Director of Public Works.

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44 Utilities and services will be provided by the City of New Bern.
45

46 On June 2, 2020 the City of New Bern Planning and Zoning Board granted general plan approval
47 for the Belle Oaks Phases V, VI, & VII.
48

49 Staff has reviewed the proposed subdivision and finds that all technical and legal requirements for
50 final subdivision plan approval have been satisfied according to the City of New Bern Land Use
51 Ordinance. Therefore, final subdivision plan approval of the Belle Oaks, Phase V-B is
52 recommended.
53

54 **Board discussion:**

55 Kevin Avolis, a local engineer representing the application was present to answer any questions.
56 There was a brief discussion of the development history of Belle Oaks.
57

58 **Hearing no additional questions from the Board or members of the public, Chairman Oakley**
59 **asked for a motion. Vice Chairman Layton made a motion to approve Belle Oaks, Phase V-**
60 **B. Board member Aluzzo seconded the motion. A roll call vote was taken, and the motion**
61 **passed unanimously (6-0)**
62

63 **3 B. New Business**

64 **Stars & Stripes 4F, LLC is requesting subdivision final plan approval for “Tyler,**
65 **Home on the Lake Phase 4” (formerly Lake Tyler) a proposed final plan for 34 lots**
66 **located on 6.95 +/- acres. The property is located along Lake Tyler Drive.**
67

68 **Staff Comments:** Staff member Laughlin introduced the application and went on give his staff
69 presentation to the Board:
70

71 Stars & Stripes 4F, LLC is requesting subdivision final plan approval for “Tyler, Home on the
72 Lake Phase 4” (formerly Lake Tyler) a proposed final plan for 34 lots located on 6.95 +/- acres.
73 The property is located along Lake Tyler Drive. The application includes an engineering estimate
74 of the incomplete improvements totaling \$155,670.00 (including 20% multiplier). This estimate
75 has been approved by the Interim Director of Public Works.
76

77 Utilities and services will be provided by the City of New Bern. The original general plan for Lake
78 Tyler was approved in 2007.
79

80 Staff has reviewed the proposed subdivision and finds that all technical and legal requirements for
81 final subdivision plan approval have been satisfied according to the City of New Bern Land Use
82 Ordinance. Therefore, final subdivision plan approval of “Tyler, Home on the Lake Phase 4” is
83 recommended.
84

85 **Board Discussion:**

86 Chairman Oakley introduced John Thomas, a local engineer representing the application and asked
87 if he wanted to make any comments on behalf of the project. There was a brief discussion between
88 Mr. Thomas and Board members.

Board member Ballard made a motion to approve the request; Board member Jefferson seconded the motion. A roll call was taken, and the motion passed (6-0).

3 C. New Business

Riverfront Hospitality, LLC. is requesting general plan approval of a two-lot subdivision of the existing Double Tree Hotel and The Inn property located on 5.60 +/- acres. The property is located along South Front Street and Craven Street.

Vice Chairman Layton requested that he could be recused from items C and D for any potential conflict of interest as his firm had done work on the project pertaining to historic preservation permitting.

Board member Jefferson made a motion to recuse Vice Chairman Layton from items C and D. Board member Dougherty seconded his motion. A verbal vote was taken, and the motion passed unanimously (5-0).

Staff Comments: Staff member Laughlin went through his staff presentation:

Riverfront Hospitality, LLC. is requesting general plan approval of a two-lot subdivision of the existing Double Tree Hotel and The Inn property located on 5.60 +/- acres. The property is located along South Front Street and Craven Street.

Utilities and services will be provided by the City of New Bern.

Staff has reviewed the proposed subdivision and finds that all technical and legal requirements for final subdivision plan approval have been satisfied according to the City of New Bern Land Use Ordinance. Therefore, final subdivision plan approval of Riverfront Hospitality, LLC two-lot subdivision is recommended.

Board Discussion:

Cliff Parson with Ward & Smith Attorneys, representing the applicant was present to answer any questions from the Board. There was a brief discussion with general questions asked and answered.

Hearing no further discussion amongst the Board, Chairman Oakley asked if there was a motion. Board member Jefferson made motion to approve the application and Board member Dougherty seconded the motion. A roll call was taken, and the motion passed unanimously (5-0) (Vice Chairman Layton recused)

3 D. New Business

Riverfront Hospitality, LLC. is requesting final plan approval of a two-lot subdivision of the existing Double Tree Hotel and The Inn property located on 5.60 +/- acres. The property is located along South Front Street and Craven Street.

Staff Comments: Staff member Laughlin stated that the same information from the previous item remained the same here, as these are back-to-back general and final plan applications for Riverfront Hospitality, LLC two-lot subdivision request.

Hearing no further discussion amongst the Board or public, Chairman Oakley asked if there was a motion. Board member Jefferson made motion to approve the application. Board member Aluzzo seconded the motion. A roll call was taken, and the motion passed unanimously (5-0) (Vice Chairman Layton recused)

Hearing no further discussion amongst the Board, Chair Oakley entertained a motion to adjourn. Board member Jefferson moved to adjourn. Mr. Aluzzo seconded the motion. A roll call was taken, and the motion passed (6-0).

4. Adjourn

Meeting time 19:56 (approximately 5:50 pm).

Date Approved: 1/10/2023


Travis Oakley, Chair

Attest: 

Seth Laughlin, Land & Community Development Administrator.