



APPROVED



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**PLANNING BOARD
REGULAR MEETING
November 12, 2025**

The Planning Board for the Town of Duck convened at the Paul F. Keller Meeting Hall on Wednesday, November 12, 2025.

Present: Chair Marc Murray, James Cofield, Bob Wetzel, Bob Webb, Dan Snyder and Council Liaison Sandy Whitman.

Also present: Planning and Permits Manager Sandy Cross, Community Planner Jim Gould, and Deputy Town Clerk Christy Hanks.

Absent: Assistant Town Manager Connor Winstead

CALL TO ORDER

Chair Murray called to order the Regular Meeting of the Planning Board for November 12, 2025 at 4:01 p.m.

PUBLIC COMMENTS

None.

TEXT AMENDMENTS

None.

NEW BUSINESS

None.

OLD BUSINESS

a. Town of Duck Floodwater Management Discharge Plan

Cross began detailing to the Board the changes that have been made as a result of discussions from previous meeting in October. Removed the waiting period and added language “if floodwaters pose a risk to public, health, safety or infrastructure” to lighten the requirement and act more quickly and efficiently. Added to storm events “and extreme rain events.” Added language of “or sunny day” flooding as a single weather event or storm system. Removal of the 6 inches (6”) in 48 hours and added “if 6 inches (6”) or more from center line of the road if floodwaters pose a risk

to public health, safety or infrastructure.” Also, on individual properties removed the 48 hours and left the ten inches (10”) or more on two (2) or more acres of normally dry land or two (2) or more properties. Added “septic systems are inundated with flood waters” as it is a primary concern that impacts water quality. Wetzel clarified the 2 acres or more language and what properties are likely to see these events. Cross gave locations, Georgetown Sands or Seabreeze, that may be applicable to experience these situations. Cofield stated that he felt the 6 inches (6”) or more from the center line maybe a fair amount more than the edges of the roadway. Board decided to remove center line and change to road. Cross asked if the Board was comfortable making a motion to recommend approval of the resolution to Council.

Wetzel clarified with Cross the resolution portion of section 6 at the bottom and if it was necessary to include it. Cross explained that the resolution and the policy are not entirely synonymous and that there is a plan that satisfies the requirements of the NC DWR, North Carolina Department of Environmental Quality, Division of Water Resources. Cross will follow up with Mr. May, NCDWR, about the language of section 6 and its relevance to the discharge plan. If it is not, Cross will remove it and if Mr. May sees it as being needed staff will leave it.

Wetzel motioned to recommend approval of the proposed plan document and resolution with revisions made this evening.

Cofield seconded the motion.

Motion carried 5-0.

Webb asked if the resolution would include a public hearing and when it be going to Council. Cross let the Board know that no public hearing would be needed and that it would probably be going to Council in January.

b. General Nuisances – Pumping on Private Properties and Streets (Improper Discharge of Water)

Cross explained revisions made to chapter 90.101 based on the October meeting and the new section that was added into the zoning ordinance separate, 156.141. Under the general nuisance section Cross added “damaged to public property” per Wetzel’s request from previous meeting. Under the new zoning section removed “controlled and minimize impacts associated with stormwater runoff or other water discharge from all development and redevelopment”. Added “prohibited activities” and added “Discharge of retained stormwater or water from other sources into the Town’s infrastructure is allowable only with the written permission of the Town Manager or their designee”. Based on recent activity of Tuckahoe refinishing their pool and pumping all their water down the street into the subsurface storm chambers. While this was not an issue in this instance, it could be an issue following rain events or when the system is already saturated. Murray did ask if that was the Town’s infrastructure or NCDOT’s. Cross noted that they probably belong to NC DOT. Cofield recommended adding public infrastructure into the language to cover the Town and NCDOT. Cross added under Penalties, section 3 “consistent with Chapter 91. General Nuisances.”

Wetzel expressed concern on how pumping of pool water is now considered a nuisance. Cross informed the Board she is working alongside our Public Information Officer, Kay Nickens, and Community Engagement Coordinator, Betsy Tremble, to put language together from previous minutes

to put out in the Town's newsletter to provide education to contractors and homeowners. Wetzel followed up on subsection H under 91.01 and would like to add private property and changing it to read "public or private property". While the General Nuisance Ordinance does not need a public hearing, the Zoning Ordinance does.

Cofield motioned to approve the ordinance with the revisions as presented.

Webb seconded the motion.

Murray clarified that the Planning Board was recommending to the Town Council Ordinance 25-X for approval.

Motion carried 5-0.

Cofield clarified his motion was for both amending Ordinance 02-12 Defining and Prohibiting Nuisances with the Town of Duck (Ordinance No. 25-X) Chapter 91 and amending Zoning Ordinance Miscellaneous Regulations 156.141.

Motion was carried for both 5-0.

PRESENTATION OF STUDIES/REPORTS

a. 2025 Trend Report for Planners: Water At Risk: Global Change, Local Consequences (pages 27-28)

Gould present the Trend Report for Planners: Water At Risk: Global Change, Local Consequences explaining that global warming and changing in the weather patterns have a large effect on our water sources. Gould explained many ways in which it is harmful to our waters and how everyday practices can help make a difference. Staff also let the Board know that they have two rain gauges that help track the rainfall locally. They will look into seeing if there is a way to link the website tracker for people to review.

APPROVAL OF MINUTES

Minutes from the October 8, 2025 Meeting

Murray requested "groundwater from" be removed on page 6 and page 7 of the minutes after review.

Cofield motioned to approve the minutes with Murray's suggested amendment.

Wetzel seconded the motion.

Motion carried 5-0

STAFF COMMENTS

a. Summary of November 05, 2025 Town Council Meeting

Cross took a few potential ordinance amendments to the Council to get approval for the Board to revisit and consider for amendment. One being zoning text amendment for recording of ground cover agreement was necessary and whether it was necessary for turf and the percentage of credit. Cross also noticed under definitions for lot coverage that pools were still included, which is no longer the case. Staff also asked Council to refer to 156.051 building features exempt from setbacks to Planning Board to consider a narrow allowance for outdoor showers as exempt from setbacks or minimum yard requirements. Cross congratulated Chairman Murry for his election win into the Town Council.

b. Project Updates

The shoreline stabilization project is under way and going great and staff got an amendment to the CAMA permit to save the cypress tree. Expectation is for the project to be wrapped up by the end of January or February at the latest and by December 1 they should be delivering the rock for the revetment behind the amphitheater. Teresa Ct bid opening on October 28 only had one bid, so we readvertised. Second bid opening on November 18 and the Town will only need one bid to proceed. Staff put out to bid trail improvements from Pintail and Wood Duck replacing the asphalt with concrete and adding shallow swales to help with heavy rain. Also, under a sole source contract we are waiting for the retaining wall at Georgetown Sands to be replaced.

BOARD COMMENTS

Webb congratulated Murray on his new position. Wetzel as well congratulated Murray as he has lived and breathed the items that the Planning Board deals with and his knowledge has been invaluable over the years.

ADJOURNMENT

Wetzel moved to adjourn the meeting.

The meeting was adjourned by consensus of Board members at 4:52p.m.

Approved: _____

Bob Wetzel, Chairman

