

Pete Pamian  
Mayor

Joshua Patti  
Mayor Pro-Tem

Greg Hines  
Councilmember

Phil Misciagno  
Councilmember

Walter T. Zabicki  
Councilmember

Pamala Hall  
Councilmember

# *Town of Holly Ridge*

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Heather Reynolds, CMC  
Town Manager

Margaret Stiltner-Richmond  
Deputy Town Clerk

## **HOLLY RIDGE PLANNING BOARD MEETING AGENDA JUNE 17, 2025 6:00PM**

- 1. Call to Order**
- 2. Roll Call** (Board to excuse absences)
- 3. Moment of Silence/Pledge of Allegiance**
- 4. Adoption of Agenda**
- 5. Approval of April 15, 2025 PB Minutes**
- 6. New Business**
  - A. Zoning Text Amendment – Section 7-9-20 / 7-9-21 – Buffers**  
Request to amend the ordinance and provide regulations for fences/walls between residential uses/districts and to increase the minimum height to eight (8) feet
  - B. Zoning Text Amendment – Article XIII – Definitions**  
Request to amend the definition of temporary use in order to include a definitive time period
- 7. Board Questions/Comments**
- 8. Adjournment**



**Community Development Department  
Staff Report  
TA-2025-06-01  
Planning Board Meeting Date:  
June 17, 2025**

Request by the Holly Ridge Planning Board to amend Section 7-9-20 and 7-9-21 (Buffers and Screening) to increase the height of the required opaque fencing utilized as buffering for the Commercial District/uses, Neighborhood Business District/uses, and two or more-storied buildings between residential districts/uses.

**Case #: TA-2025-06-01**

**Applicant:** Holly Ridge Planning Board

**Planning Board Action Required:** Yes

**Town Council Action Required:** Yes

**Actions:**

1. **Recommend approval** of the request as submitted.
2. **Recommend denial** of the request as submitted.
3. **Recommend an approved modification** of the amendment as submitted.
4. **Continue** to a future date to obtain additional information or to further consider information presented. The next available meeting date is July 15, 2024
5. **Determine Consistency** with Holly Ridge Comprehensive Plan.

## **Overview**

Section 7-2-5 of the Town's Zoning Ordinance outlines that, as part of their powers and duties, the Planning Board may initiate from time-to-time proposals for amendment of the zoning ordinance and map based upon its studies and plans.

The Planning Board is interested in considering and recommending such an amendment related to Section 7-9-20 and Section 7-9-21 pertaining to buffers and screening. In particular, the consideration is regarding the option of the opaque fencing and the height required if utilized.

Currently, opaque fencing is required to be a minimum of 6 feet in height and is one of the options for buffering between commercial and industrial uses and residential or rural agricultural districts or residential uses. However, an opaque fence is the only option that is available between proposed manufactured home parks, RV/campsites, or multi-family dwellings and single-family districts or uses.

The current ordinances subject for this consideration are as follows:

### **Section 7-9-20 Buffers Required**

*In all districts, a uniform buffer or screen is required along the side and rear lot lines between commercial and industrial uses and residential or rural agricultural districts or residential uses. Buffers, only as specified in Section 7-9-21(A)(1), are required between proposed manufactured home parks, RV/campsites or multi-family dwellings and single family districts or uses. Information shall be submitted to the Zoning Administrator showing details of the proposed buffer as to the location and type of buffer.*

### **Section 7-9-21 Buffer Specifications**

*(A) Unless specified elsewhere in this Ordinance, a buffer shall be one (1) of the following:*

*(1) A six (6) foot high opaque fence/wall installed no closer than three (3) feet from the property line, with the finished side facing the adjoining parcels; or*

*(2) A buffer that is eight (8) feet wide shall include two (2) staggered rows of evergreen plantings, to include six (6) trees, six (6) feet in height and twenty (20) shrubs per 100 feet; or*

*(3) A twenty (20) foot wide natural wooded barrier; or*

*(4) A combination of a barrier and plantings as approved by the Zoning Administrator 91*

*(B) A buffer shall not be placed in the right of way or where it will interfere with a sight triangle. The opaque fence or wall must dampen noise and shall not permit visibility from one side to the other. It may be of decorative masonry, wood plank or basket weave construction. Where evergreens (trees and shrubs) are used, it is recommended that a size no less than a three (3) gallon container size be used. The natural wooded barrier shall be undisturbed, natural low bushes, shrubs or trees. The natural buffer must provide reasonable screening in the estimation of the Zoning Administrator.*

## **Staff Evaluation**

Buffers or screens are required to protect an authorized use from adverse impacts caused by another authorized use, screen its functional aspects from the street and neighboring properties, and absorb and/or deflect any excessive noise.

As noted, the Town affords options for required buffering between specific uses and districts, with the exception of manufactured homes, RV/campsites, or multi-family dwellings and residential districts or uses. The Planning Board is seeking to amend the noted options and, similar to being the only option between MHP, RV sites, or multi-family dwellings and residential districts/uses, solely require an opaque fence/wall between Commercial District/uses, Neighborhood Business District/uses, and two or more-storied buildings between residential districts/uses.

Additionally, the Planning Board is seeking to amend the minimum height requirement associated with opaque fences/walls but increasing this height from six (6) feet to eight (8) feet.

The proposed amendment would read as follows:

### **Section 7-9-20 Buffers Required**

*In all districts, a uniform buffer or screen is required along the side and rear lot lines between commercial and industrial uses and residential or rural agricultural districts or residential uses. Buffers, only as specified in Section 7-9-21(A)(1), are required between proposed manufactured home parks, RV/campsites, ~~or~~ multi-family dwellings, **and two or more storied structures** and single family districts or uses. Information shall be submitted to the Zoning Administrator showing details of the proposed buffer as to the location and type of buffer.*

### **Section 7-9-21 Buffer Specifications**

*(A) Unless specified elsewhere in this Ordinance, a buffer shall be one (1) of the following:*

*(1) A ~~six (6)~~ **eight (8)** foot high opaque fence/wall installed no closer than three (3) feet from the property line, with the finished side facing the adjoining parcels; or*

*(2) A buffer that is eight (8) feet wide shall include two (2) staggered rows of evergreen plantings, to include six (6) trees, six (6) feet in height and twenty (20) shrubs per 100 feet; or*

*(3) A twenty (20) foot wide natural wooded barrier; or*

*(4) A combination of a barrier and plantings as approved by the Zoning Administrator 91*

*(B) A buffer shall not be placed in the right of way or where it will interfere with a sight triangle. The opaque fence or wall must dampen noise and shall not permit visibility from one side to the other. It may be of decorative masonry, wood plank or basket weave construction. Where evergreens (trees and shrubs) are used, it is recommended that a size no less than a three (3) gallon container size be used. The natural wooded barrier shall be undisturbed, natural low bushes, shrubs or trees. The natural buffer must provide reasonable screening in the estimation of the Zoning Administrator.*

As a reference to existing building codes, fencing and/or walls that are over six (6) feet in height are required to be designed by a design professional, such as an engineer or architect.

## **Actions & Consistency Statements**

### **Action A: Recommend Approval**

Motion to recommend approval of the following resolution: RESOLVED, that the Town of Holly Ridge Planning Board hereby finds the text amendments to the Zoning Ordinance are (i) consistent with the Town's comprehensive plan (Town of Holly Ridge Comprehensive Land Use Plan) because the Town supports new commercial and multi-family developments that blend with surrounding neighborhoods and limit traffic, noise, and light impacts on existing residential uses (Policy 5.1.E) and (ii) that it is reasonable and in the public interest because fencing/walls, and the increased height, would provide more limitation of impacts between two or more storied structures and residential uses/districts.

**Action B: Recommend Denial**

Motion to recommend denial of the following resolution: RESOLVED, that the Town of Holly Ridge Planning Board hereby finds the text amendments to the Zoning Ordinance are (i) inconsistent with the Town's comprehensive plan (Town of Holly Ridge Comprehensive Land Use Plan) because the Town supports growth that allows for the strategic placement of higher density residential, mixed use, and commercial development to accommodate and support future population growth and (ii) that it is not reasonable and in the public interest because solely limiting buffers between two or more storied structures and residential uses/districts would provide more financial burdens on development and limit options related to buffering.

**From:** [Anna Gaskins](#)  
**To:** [Nathan Rhue](#)  
**Subject:** Borders and fencing  
**Date:** Monday, May 26, 2025 4:19:16 PM

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When viewing all the mixed building happening around our communities it was brought to my attention that commercial, neighborhood business or two story buildings or more should have a minimum of 8 ft privacy fencing touching any single family areas. Six foot is appropriate for single family touching single family. I would like to have the board review

Thanks  
Anna Gaskins



**Community Development Department  
Staff Report  
TA-2025-06-01  
Planning Board Meeting Date:  
June 17, 2025**

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Request by the Town of Holly Ridge to amend Article XIII (Definitions) to provide a definitive time period for temporary uses.

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**Case #: TA-2025-06-02**

**Applicant:** Holly Ridge Planning Board

**Planning Board Action Required:** Yes

**Town Council Action Required:** Yes

**Actions:**

1. **Recommend approval** of the request as submitted.
2. **Recommend denial** of the request as submitted.
3. **Recommend an approved modification** of the amendment as submitted.
4. **Continue** to a future date to obtain additional information or to further consider information presented. The next available meeting date is July 15, 2024
5. **Determine Consistency** with Holly Ridge Comprehensive Plan.

**Overview**

Due to the increased requests and questions received regarding temporary uses, the Town of Holly Ridge is requesting an amendment to Article XIII (Definitions) to provide a definitive time period for temporary uses.

The current definition is follows:

**USE, TEMPORARY** - *A use which may be located in a zoning district not allowing the use on a permanent basis, after issuance of a permit specifying a limited duration for the use.*

**Staff Evaluation**

Requests related to temporary vegetable/fruit stands, temporary storage units, storing a manufactured home on commercially zoned parcels, etc. have become regularly submitted requests with Staff “specifying a limited duration for the use.” The request to amend this definition and include a specified time period affords a definitive answer to such inquiries and allows Staff to be uniform in their responses.

The proposed amendment would read as follows:

**USE, TEMPORARY** - *A use which may be located in a zoning district not allowing the use on a permanent basis, after issuance of a permit specifying a limited duration for the use. for a duration not to exceed ninety (90) days.*

This proposed definition would not affect other areas of the ordinance with specific regulations associated with temporary uses, such as temporary housing. Those areas provide specific regulations associated with that specific use.

**Actions & Consistency Statements**

**Action A: Recommend Approval**

Motion to recommend approval of the following resolution: RESOLVED, that the Town of Holly Ridge Planning Board hereby finds the text amendments to the Zoning Ordinance are (i) consistent with the Town’s comprehensive plan (Town of Holly Ridge Comprehensive Land Use Plan) because it provides policies with clear direction to assist local decision making and consistency findings for zoning and (ii) that it is reasonable and in the public interest because it provides a specific time period for such uses and offers consistency related to such requests

**Action B: Recommend Denial**

Motion to recommend denial of the following resolution: RESOLVED, that the Town of Holly Ridge Planning Board hereby finds the text amendments to the Zoning Ordinance are (i) inconsistent with the Town’s comprehensive plan (Town of Holly Ridge Comprehensive Land Use Plan) because:

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and (ii) that it is not reasonable and in the public interest because:

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