



**City of Southport  
Board of Adjustment Regular Meeting  
Indian Trail Meeting Hall  
113 W Moore St  
Southport NC 28461  
9/23/2025  
4:30 p.m.  
MINUTES**

**Present Members:** Chair Pete Haislip Vice Chair Jason Robbins, Tuck Masker, Harley Lemons, Rodney Ross, John Allen, Chris Eckert, Steve Doshier – Alternate

**Staff Present:** Maureen Meehan, Planning Services Director; Wendell Biddle, City Planner; Tori Deviney, City Clerk, ChyAnn Ketchum, Public Information Officer

**Absent:** None

**A. Call to Order**

Chair Haislip called the meeting to order at 4:30 p.m.

**B. Pledge of Allegiance**

Chair Haislip led the Board in the recitation of the Pledge.

**C. Approval of Agenda**

**A motion was made by Vice Chair Robbins and Mr. Allen seconded to approve the agenda.**

**The motion carried unanimously**

**D. Explanation of Quasi-Judicial Process**

Chair Haislip shared process of the Quasi-Judicial hearing; and noted that the owners are his neighbors but does not feel as if there is a conflict; and asked the Board if anyone had any outside discussion concerning the item to be addressed. There being none, Chair Haislip noted that anyone wishing to speak on the matter needed to sign up on the sheet at the start of the meeting.

Chair Haislip acknowledges Jenna Fontaine and her service on the Board.

## **E. New Business**

### **1. SUP-25-02 — 204 N Rhet St — Modification to SUP**

City Planner Wendell Biddle presents his Special Use Modification Case SUP-25-02; and spoke to the modification of the special use permit request; he shared that the Board had approved an Accessory Dwelling Unit (ADU) at their Board meeting on April 22, 2025, for a garage to be added to 204 N. Rhet St. The structure was proposed to have been for 464 square feet, 33-foot rear setback, and 8-foot side setback; and explained the UDO concerning ADUs and the standard used to determine permitting for structures; he presented maps to illustrate the area and structure in question, and an image of the façade of the proposed garage; and the applicant was in need of 72 square feet of additional living space for the dwelling; he shared Section 3.6.C of the UDO and outlined the rules for ADUs and noted that the additional square footage was well within the rules stipulated in the UDO with the addition of the 72 square feet the total square footage of the garage is under 800 square feet.

Mr. Allen sought clarity concerning the setback distances and if those were within UDO guidelines.

City Planner Biddle noted that the proposed 33-foot rear setbacks and 8-foot side setbacks comply with the setback requirements established in the UDO.

Mr. Masker sought clarification regarding the staircase dimensions.

City Planner Biddle shared the dimensions of the staircase.

Vice Chair Robbins asked if the notices were dispersed and if any comments were received by neighboring property owners.

City Planner Biddle shared that notices were dispersed, and no comments were received apart from one call from a neighbor who enquired about specifics of the structure being built.

Chair Haislip asked if the Board had any questions for the applicant, there being no further questions, asked for a motion to approve the Special Use Case Modification Case SUP-25-02.

#### **a. Motion and Findings**

##### **Motion 1:**

The use **will not** materially endanger public health, safety, or general welfare if located where proposed and developed to the plan as submitted and approved.

**Finding of Fact:** Fits all UDO Standards

**A motion was made by Mr. Eckert and seconded by Mr. Robbins.**

**The motion carries unanimously**

**Motion 2:**

The use **meets** all required conditions and specifications.

**Finding of the Fact:** It complies with all 8 UDO standards, meaning all requirements are met.

**A motion was made by Mr. Masker and seconded by Mr. Eckert.**

**The motion carries unanimously**

**Motion 3:**

The use **will not** adversely affect the use of physical attributes of joining or abutting property or that the use is a public necessity.

**Finding of Fact:** Similar in criteria- Conforms to all UDO Standards

**A motion was made by Mr. Allen and seconded by Mr. Robbins.**

**The motion carries unanimously**

**Motion 4:**

The location and character of the use, if developed according to the plan as submitted and approved, **will be** in harmony with the area in which it is to be located and in general conformity with the City of Southport Comprehensive Plan.

**Finding of Fact:** It is not substantially different from the original plan and that no objections have been received from neighboring property owners or the public.

**A motion was made by Mr. Allen and seconded by Mr. Eckert.**

**The motion carries unanimously**

**Mr. Allen read Motion 5:**

Based on the findings of fact and the evidence presented, the Board of Adjustment recommends **approval** of the special use application with conditions including:

**Conditions:** The dwelling cannot be rented separately from the main structure.

**A motion was made by Mr. Allen and seconded by Mr. Robbins to approve the findings of facts and evidence presented for the Accessory Dwelling Unit for SUP-25-02.**

**The motion carries unanimously**

#### **F. Other Business**

Chair Haislip asked if there was any other business.

Mr. Allen asked for a status update regarding the Rights of Way appeal of 416 Bay Street.

Planning Services Director Meehan shared a status update regarding the rights of way appeal of 416 Bay Street; noting that the property owner had thirty days to appeal to the superior court and shared the date; and that Staff had not yet received anything from the property owners, and following the date specified, the City could move forward with abatement.

Mr. Allen sought additional clarification regarding the rights of way appeal, and noted that 85 citations had been dispersed, and asked if the Board of Aldermen had considered any changes or adjustments.

Planning Services Director Meehan shared that non-compliant property owners have received notice of violation notices that have not yet come into compliance and that those residents may be awaiting final determination before making those changes.

City Planner Biddle noted that if the Board would forward the emails they have received to Staff, he would reply according to the procedures.

Mr. Lemons requested a list of terms and Board appointments.

City Clerk Deviney shared that she was working to deliver that list to the Board.

Vice Chair Robbins asked if there were any upcoming matters the Board would consider.

City Planner Biddle shared that a potential for another special use permit may be upcoming.

Mr. Allen asked if the lawsuit is filed at 416 Bay Street, to be made aware.

Planning Services Director Meehan shared that she would let the Board know.

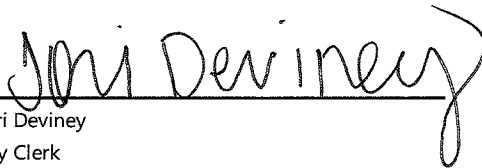
**G. Adjourn**

**Chair Haislip asked for a motion to adjourn, which was made by Vice Chair Robbins and seconded by Mr. Allen.**

**The motion carried unanimously**

The meeting adjourned at 5:03 p.m.

X   
Pete Haislip  
Chair

X   
Tori Deviney  
City Clerk

