

Town of Navassa
Environmental & Stormwater Advisory
Committee Minutes
June 7, 2010
5:30 PM

IN ATTENDENCE:

Committee Members Present: Dorsey Jones Jr., Gregory Westfield, John Klein, Ella Beatty

Committee Members Absent: Mayor Eulis Willis

Staff: Travis Barnes, Town Planner

Other Attendees: None

CALL TO ORDER: Chairman Gregory Westfield called meeting to order at 5:30 pm

APPROVAL OF MINUTES: Mr. Jones stated that he was referred to as “Mr. Dorsey” in the minutes on page 4 in section “E” and that it needs to be corrected and that also there was a typo in the attached green building resolution. Mr. Barnes stated that he would take care of the corrections. Chairman Westfield made a motion to approve the minutes with the corrections. Mr. Klein seconded the motion and it passed unanimously.

OLD BUSINESS:

1. *Address Outstanding Issues from DRAFT Stormwater Ordinance:* Staff stated that he has continued to work on the draft stormwater ordinance and that he has had further discussions with Bill Diugid, Stormwater Planner with NCDENR, and Linda Lewis with the Division of Water Quality in Wilmington. Mr. Barnes said that the main issue brought up at the last meeting concerned the provision requiring the developers to set aside money in an escrow account. Mr. Barnes said that NCDENR is adamant about including this provision as the best way to ensure that the stormwater BMPs will be maintained and will function properly over time. By requiring the escrow account the town will have a means to repair any BMPs that fail. Mr. Jones asked if the state provided any specific recommendations to us as to how to administer the escrow account. Mr. Barnes said that they did not and that he would have to have a meeting with the Town Administrator and the Town Clerk to figure out how the town would administer the escrow accounts. Mr. Barnes stated he has requested the Division of Water Quality to assist the town with the first stormwater permit that we will review once the ordinance is adopted. Mr. Klein confirmed that the escrow account is to have a mechanism for ensuring ongoing maintenance of the stormwater BMPs and then asked if the escrow account is required for all stormwater permits for residential and non-residential development. Mr. Barnes stated that the escrow account is only required for all structural BMPs that are to be owned and maintained by a homeowners’ association, property owner’s association, or similar entity. Mr. Barnes requested that the committee review the language within the ordinance. Mr. Klein stated that the escrow account would serve as a last resort to make sure that homeowner’s associations maintain their stormwater BMPs. Mr. Barnes said that the ordinance requires an annual inspection of the BMPs to be performed by a registered professional and that if problems arise with a BMP the inspection should help inform the property owner and the town. The town would then request that the property owner correct the issues identified and would only utilize the escrowed funds if the problem wasn’t corrected. Ms. Beatty asked if the property owners in a subdivision would be required to pay money to the homeowner’s association for the stormwater maintenance. Mr. Barnes stated that they would be required to fund the escrow account as part of the property’s owner’s association dues. Mr. Klein asked if the state is currently requiring escrow accounts with the stormwater permits they are approving. Mr. Barnes stated he did not know if the state is requiring escrow accounts with the permits that they are issuing, but that the state has requested that municipalities do so in order to ensure long term maintenance of the BMPs. Mr. Barnes stated that currently Leland is requiring the escrow accounts, but that Brunswick County is not requiring them at this time. Mr. Barnes stated that the comments he received from BASE argued that the town does not need to require the escrow account due to the statutory authority granted GS 160A-216 that allows municipalities to make special assessments for “constructing, reconstructing, extending, and otherwise building or improving storm sewer or drainage systems.” Mr. Klein clarified that the escrow money is only to be used to repair a BMP if it is failing its annual inspection and that the escrowed funds are not to be used for routine maintenance. Mr. Barnes agreed that is correct.

Mr. Westfield stated that he did think the wording in section 3 was clear enough and the rest of the committee agreed. Mr. Jones stated that he did not want to deter development in Navassa due to having high development costs associated with the stormwater escrow requirements. Mr. Klein stated that he might be able to setup a meeting with another professional engineer named Larry Sneed that has experience with stormwater maintenance and who might be able to provide us with some additional information on maintenance issues and the associated costs. Mr. Barnes agreed that this would be a good idea, and he stated that he would get with Mr. Klein in order to organize a meeting.

Mr. Barnes then proceeded to give a review of the comments received from the Business Alliance for a Sound Economy, and summarized how the committee has responded to these comments to date. Mr. Barnes also stated that he has given a copy of the Stormwater Ordinance to the Planning Board for them to review and to become familiar with.

2. Update on Stormwater Poster Contest: Mr. Barnes stated that unfortunately no posters were submitted as part of the town's stormwater poster contest. Mr. Barnes stated that he had sent flyers to the local schools and had contacted art teachers, but there were still no posters submitted so he recommended trying to do the poster contest again next year. Mr. Barnes stated that next year staff will work with the local churches to make sure that we have participation from the local children in Navassa.

NEW BUSINESS:

1. **Review Draft Environmental Plan and NCLM Green Challenge Requirements Update-** Mr. Barnes stated that he sent out a copy of the rough draft of the Environmental Plan he has been working on. The Environmental Plan would be a working document that would incorporate all of the town's environmental initiatives into a single document that will be updated every five years. Mr. Klein stated that the environmental plan references the Green Challenge so a link to the green challenge website should be included in the document so that people can find out more information about it. Mr. Klein also stated that the energy section of the environmental plan needs to have some requirements for filter changes to be made on a regular basis in order to improve energy efficiency. Mr. Barnes then proceeded to go through each of the following Green Challenge items that the town is considering, which are listed below.
 - a. **Town Council Resolution-** Adopted on February 18th
 - b. **Adopt an Energy Improvement Plan-** To be included in environmental plan.
 - c. **Register with EPA Energy Star Challenge-** Staff registered with the Energy Star Challenge and filled out the descriptive paragraph for their website. A baseline emissions inventory was performed and this measure is complete.
 - d. **Create a Water Conservation-** This will be detailed in the environmental plan
 - e. **Establish an Energy Manager Position/Responsibility-** Staff thinks we can identify the Town Planner and Public Works Director as this position in the environmental plan and get credit for this point.
 - f. **Green Building Policy-** Mr. Barnes has been working on a new "Green Building Policy" for Navassa that would require any new buildings constructed in the town over 3,000 square feet to be LEED certified. Mr. Barnes reviewed the draft Green Building Resolution and requested that the committee evaluate whether or not they would like to make a recommendation to the Town Council. Mr. Barnes explained the US Green Building Council's Leadership in Energy and Environmental Design green building rating system to the committee. Mr. Klein stated that many government organizations, including the military, are starting to require building to achieve a LEED certification. Ms. Beatty clarified that the LEED certification would address issues such as energy consumption with lighting, recycling office paper and materials, and water savings. Mr. Barnes stated that is correct. Mr. Barnes also stated that the town's community center would not be affected by this resolution because it is already designed, so this resolution would only affect new building projects. Mr. Barnes stated that he selected that all public buildings over 3,000 square feet be LEED certified because the current town

hall building is 1,500 square feet and by setting the threshold at 3,000 square feet the Town Council could replace the existing town hall building and even almost double its size without having to pursue the LEED certification if they didn't want because of any concern about extra costs. Ms. Beatty stated that she felt that all governments should start going in this direction towards green buildings. **Mr. Jones made a motion that the committee recommend that the Town Council approve the green building resolution as written.** Mr. Klein asked for the draft resolution be read out loud. Mr. Barnes read the resolution out loud to the committee. **Mr. Klein seconded the motion and the committee approved the motion unanimously.**

- g. Implement an Internal Government Recycling Program- Staff has already started this.
- h. Recycled Office Paper Policy- Staff has already been purchasing recycled paper, but Mr. Barnes explains that having this as a written requirement in the town's policy will also be worth points toward the Green Challenge.
- i. Anti-idling Policy for Municipal Vehicles – Mr. Barnes solicited comments from other NC municipalities for Anti-idling policies and modeled a draft policy to be adopted by Navassa. The language includes the requirement to turn off a vehicle engine if idling for longer than 20 seconds. There is a list of exceptions in the policy. Mr. Barnes explains that the inclusion of policy will also contribute to the Green Challenge if it is approved.
- j. Promote Permanent Conservation Easements on Private Property of Public Land- Staff believes we can get credit for this by working with the large developers in town.
- k. Tree Preservation & Planting Plan- The tree preservation article of the Zoning Ordinance might work.
- l. Implement Environmental Education Program for the Local Community- This can easily be done.
- m. Innovations and Special Accomplishments- Staff believes we can get credit for this with work at the Phoenix Park or for pervious pavement at Davis Creek park. Mayor Willis stated that the town might not be doing pervious pavement due to the extra cost involved.

Staff Report

1. Staff has created a work list of all of the responsibilities created by the Stormwater Ordinance upon its adoption in order to help with administration of the ordinance. NCDENR will be contacted to help administer the first stormwater permit under the town's new ordinance upon its approval.
2. Staff has completed the annual Phase II report and submitted it to NCDENR. The town will begin to start working to address existing deficiencies identified. Staff is working on a development review flowchart, and the stormwater application submittal checklist.

Chair's Report

1. Mr. Klein pointed out that our next scheduled committee meeting would be on July 5th but that is the day after July 4th holiday and the town office is probably closed. Mr. Barnes stated that it would be best to move the meeting to the following week. Ms. Beatty made a motion that the next committee meeting be held on July 12th at 5:30 PM and Mr. Klein seconded the motion, which then passed unanimously.

Member Comments

Public Comment

Adjournment

Mr. Jones motioned for adjournment, seconded by Mr. Klein. The meeting was adjourned at 7:10 pm.