



Planning Board

Al Beatty, Chair
Diane Graham, Vice Chair
Beverley Hutchinson, Secretary
Walter Ballard
Robert McMillan

Sean Ryan, Town Planner

IN ATTENDANCE:

Committee Members Present: Al Beatty, Chair; Diane Graham, Vice Chair; Beverly Hutchinson, Secretary; Walter Ballard; and Michael Ballard, Town Council Liaison.

Committee Members Absent: Robert McMillan

Staff: Sean Ryan, Town Planner

Other Attendees: Mark Zeigler, NC Division of Community Assistance; Sgt. Wendell Graham, Navassa Police Department.

Call to Order: The meeting was called to order at 7:31 pm

Approval of Minutes: Mr. Beatty asked for a motion to approve the minutes. Mr. W. Ballard made a motion to approve the minutes. Ms. Graham seconded the motion. Motion passed.

New Business

Mr. Beatty asked Mr. Ryan to update the board on the status of the police department ordinances. Mr. Ryan said that fees have been assigned to each of the offenses. He said that most of the offenses have a \$50 fee. False alarms will have an initial \$50 fee, and subsequent citations will rise by \$25 to a maximum of \$250. Littering will have a maximum fee of \$1,000. Mr. Ryan stated that an appeal process has been added, allowing the Town Administrator to review penalties that are appealed, and that a late fee was also added. Mr. Ryan said the Town Attorney had looked over the ordinances and said that they were fine. The ordinances will go before the board at their October meeting.

1. CAMA Land Use Plan Update- Mr. Beatty began by going through the draft documents. He asked Mr. Zeigler to correct the names of the Town Council Members. Mr. Zeigler said he used an old version and would make the correction.

Mr. Beatty said that he would like to include the fact that two interchanges would be built in the Town under the section about influences for future development. He said it is mentioned in other parts of the chapter that there will be interchanges and he would like that to be consistent. Mr. Beatty asked how information would be credited in the plan. Mr. Zeigler said that people who made contributions would be listed on the cover page. Mr. Ryan said that data sources will be documented under each data table and GIS maps will include a description of the data source and map creator.

Mr. Beatty commented that the two interchanges should also be mentioned on page 1-3. Mr. Zeigler said he would make the correction. Mr. Ryan asked Mr. M. Ballard if there has been a firm commitment for the bypass to be completed by 2015 instead of 2016. Mr. M. Ballard said that the project is ahead of schedule and the state believes it will be open by 2015. Mr. Beatty said that the plan can say the bypass will be open in 2015-2016. Mr. Zeigler will make the correction.

In the identification of growth and development issues section, Mr. Beatty said he had an issue with saying clean industry. He said the Town did want clean energy but he is concerned the Town will be limiting their options. Ms. Graham said that it had been discussed that they would say clean industry. Ms. Hutchinson said they had decided at the last meeting that they would say clean. Mr. Beatty said he does not want to limit the options for the Town. Ms. Hutchinson said we should find a way to give priority to clean. Mr. Zeigler said he would make the change to say the Town would give priority to clean industry. Ms. Graham noticed a grammar issue and Mr. Zeigler said he would make the correction.

On page 1-4, Mr. Beatty commented that he would like the plan to state that the Town would support police, fire services, and utilities as the Town grows. Mr. Beatty said he would like the vision statement to include information about the NC wildlife project. Mr. Zeigler said that the Town should not put in the vision that the Town will work with a state agency. He said the vision is very broad and should not have specific actions with specific groups. Mr. Ryan said by including the word wildlife in the vision, it would give support to creating the ordinance, rather than identifying a state agency. Mr. Zeigler said he agreed and would put more specific actions in the “putting the plan into action” section of the plan.

Mr. Beatty turned the meeting over to Mr. Zeigler. Mr. Zeigler asked Mr. Ryan to give an update on the survey. Mr. Ryan said surveys were available at Town hall. He added that the survey will be placed online if the Board would like the Town to pay the \$24 monthly fee for the service. Ms. Hutchison asked how many people would use it. Ms. Graham asked if people had access to the internet to take the survey. Mr. Beatty said that he thinks that the Town should give people a variety of opportunities to take the survey. Mr. Beatty asked if Mr. Ryan was also posting an explanation of the survey and its importance. Mr. Ryan he had posted that information as well. Mr. Beatty asked that Mr. M. Ballard take surveys to his store. Mr. Zeigler said he would be willing to help fill out surveys at the fall festival. Mr. Ryan said he would speak with Ms. Alston about getting a table at the festival. Mr. Ryan said the deadline for the surveys is November 7 and asked for confirmation that the board wants to put the survey online. The board confirmed they would like the survey online.

Mr. Zeigler reviewed the remaining Development Goals and Policies

- a. *Land use:* Mr. Zeigler asked if there were any comments on this section. He explained the purpose of a buffer. Mr. W. Ballard asked if there were height requirements for buffers. Mr. Zeigler said there usually height requirements. Mr. Ryan said the Town does not specify height but rather specifies plant material. Ms. Hutchinson asked if people should have an option to build different buffers. Mr. Zeigler said the plan’s recommendations could include examining buffer requirements.

Mr. Beatty asked if it was appropriate that the section on signs had strict language to protect the current standards. Mr. Zeigler said he would reword it to give more leeway. Mr. M. Ballard commented that sign height along the bypass would be regulated. Ms. Hutchinson said she did not like rotating and changing signs. The board discussed various issues with signs. Mr. Zeigler said that the sign language could be changed. Mr. Ryan said the plan could make a recommendation to review the sign ordinance.

Ms. Hutchinson asked what about the preferred/not preferred development book. Mr. Ryan said it would be a book showing what kind of development is wanted and what kind is unwanted. It would be a visual book to show people the kind of development which is wanted in the Town. Mr. Zeigler said he would clarify the intent of the book.

- b. *Public safety:* Ms. Hutchinson asked about lowering homeowner's insurance. Mr. Zeigler said that would be a long term goal. Mr. Graham said that the police and fire department have been working on the issue. Mr. Zeigler asked Mr. Graham if he wanted to change any of the language in this section. He also noted that there would be a chapter in the plan about police and fires services. Mr. Beatty said he would like a goal to be better relations between police and residents. Mr. Graham said he would like to have a citizen academy in the future. Mr. Ryan said he spoke with the fire chief about his goals. The chief would like a policy about having enough fire hydrants in the Town.
- c. *Solid waste:* Mr. Beatty said there would need to be a public education program for recycling. The board discussed current recycling opportunities for residents. Mr. Graham said there could be an information session for residents. Ms. Graham said many people will need to learn recycling hands on. Ms. Hutchinson asked if the Town recycled. Mr. Graham said that most employees recycle.
- d. *Transportation:* Mr. Zeigler said that most of the policies were developed by Mr. Barnes and Mr. Zeigler and by using the goals from the 2007 draft plan. Mr. Beatty said he would like one of the goals to say "improve safe and reliable transportation patterns." Mr. Beatty said he would like a goal to reflect the desire to improve transportation links within the Town. The board discussed pedestrian goals and policies and noted the Town has a lack of sidewalks. Mr. Beatty asked about water transportation. Mr. Ryan said the draft of the transportation chapter includes information on water access and that water access should also be mentioned in the transportation goals and polices. Mr. Beatty said the Town wants to promote water access and safety. The board discussed access to public transportation and buses in the Town. Mr. M. Ballard said he was working to get more buses into the Town. Mr. Zeigler asked if bus service should have a policy in the plan. Mr. M. Ballard said the buses are under contract with the Town. Mr. Zeigler said that a policy should be added about buses. The board also discussed taxi services. Mr. M. Ballard also discussed a potential project to restore a rail connection between Wallace and Castle Hayne which would improve rail access to Wilmington and potentially bring passenger rail through Navassa.
- e. *Potable water and sewer facilities:* Mr. Beatty said sprawled sewer should not be discouraged if a developer provides the service. Mr. Zeigler said that many communities are facing issues with sewer and water being spread out over long distances. Mr. Beatty said the Town should not discourage water and sewer. He added that the main roads will now have sewer. Ms. Hutchinson said the policy is not discouraging water and sewer but rather water and sewer that is spread around Town. She added it is important to keep the system we have and not sprawl it out into different areas. Ms. Hutchinson said by keeping the sewer and water system compact, utility bills can be kept low. Mr. Beatty said the system will not sprawl because that would be cost prohibited. Mr. Zeigler suggested changing the wording to uncoordinated and unplanned sewer and water development.

Mr. Ballard mentioned the sewer policy for Brunswick County. The county allows residents to hook up and pay the impact fee over a period of 3 years. He added that every septic system will be condemned in the next 8 years and everyone will need sewer.

Old Business

1. NC Wildlife Resources Commission – Mr. Ryan said that staff met with the representatives from NC Wildlife to discuss the next steps of the ordinance. Mr. Ryan said that the board will not take up the ordinance until after CAMA; however he would be working with their staff to do some preliminary work.

Staff Report

1. Development Summary- Mr. Ryan said there had been three zoning compliance applications approved since the last meeting.
 1. ZC-2011-016: Site Plan for the Leland Laydown Yard at 2270 Mount Misery Rd. Mr. Ryan said this is a project relating to the installation of a natural gas pipe line.
 2. ZC-2011-017: Modular home at 746 Park Ave
 3. ZC-2011-018: Sign permit for new Lena Springs sign on Forest Hill Dr.

Chair's Report

1. Mr. Beatty said the next Planning Board meeting will be Wednesday, November 9, 2011 at 7:30 PM.

Member Comments: None

Public Comment & Adjournment: The meeting was adjourned at 9:08 p.m.

Minutes prepared by Sean Ryan, Town Planner, on Monday, October 17, 2011.