

TOWN OF CAROLINA SHORES
Planning Board
Workshop Meeting Minutes
March 21, 2018
11:00 a.m.

At 11:00 a.m., Chairperson Mark Brown called the March 21, 2018 Planning Board Meeting to order. The Pledge of Allegiance was recited and there was a moment of silence. The following members attended: Greg Hapner, Kathryn Powell and Alternate Member Normand Neligon. Also, present: Jon Mendenhall, Town Administrator; Joseph J. Przywara Liaison and Nicole Hewett, Town Clerk.

Absent: Member Dan O'Reilly and Member Ruth Ann Campbell-Grothe.

Alternates in Public Attendance: None

Oath of Office: Member Kathryn Powell took the Oath of Office as a Planning Board and Board of Adjustment Member.

Approval of Minutes:

ALTERNATE MEMBER NELIGON MADE A MOTION TO APPROVE THE PLANNING BOARD MEETING MINUTES OF FEBRUARY 21, 2018. MEMBER POWELL SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Administrative Reports:

Farm at Brunswick - Mr. Mendenhall said we are working in Phases 13, 14 and 15 at The Farm at Brunswick. Mr. Mendenhall said sewer is going but there has been a weather delay. Mr. Mendenhall said we are watching and inspecting the sewer going in. Mr. Mendenhall said things seem to be going very well there. Mr. Mendenhall said there is a flood map issue there and we will talk about that at the end of the meeting.

Calabash Lakes - Mr. Mendenhall said Phase 3 is complete and there is not a single lot available in Phase 3. Mr. Mendenhall said Phase 5 which is the paired ranch product, they are moving counterclockwise around the loop and are moving very quickly through all of that. Mr. Mendenhall said Phase 4 had its pre-construction meeting and we anticipate that phase to begin as soon as the weather allows. Mr. Mendenhall said as soon as we get into fair weather, he thinks we will see more progress there. Mr. Mendenhall said that is the single-family section and with the completion of that, we will see a build-out of the entire subdivision. Mr. Mendenhall said they are making good progress there.

Lighthouse Cove - Mr. Mendenhall said Phase 1 of Lighthouse Cove is complete and there is a sketch plan on today's agenda. Mr. Mendenhall said we will talk about the sketch plan under new business. Mr. Mendenhall said there may be one or two lots available in Phase 1. Mr. Mendenhall said there was an inquiry about a variance on a lot due to setback issues. Mr. Mendenhall said we have communicated back to the builder there but we are not sure what they are doing there. Mr. Mendenhall said it could come before the Planning Board/Board of Adjustment like before on a similar situation. Mr. Mendenhall said we will have to wait and see on that.

Village at Calabash – Mr. Mendenhall said there is not a lot to report on at the Village at Calabash.

Carolina Shores Neighborhood – Mr. Mendenhall said we are seeing some infill along Northwest Drive but not a lot development wise.

Beacon Townes – Mr. Mendenhall said they are built out and there are no more units available there. Mr. Mendenhall said we are trying to have some type of celebration in conjunction with the HOA there. Mr. Mendenhall said we are really excited to be that complete and come full circle.

Flood Maps – Mr. Mendenhall said he sent the Planning Board an email about the process of the flood maps. Mr. Mendenhall said it involves a Planning Board element, Board of Commissioners element and essentially will be a testament to our existing Unified Development Ordinance in Chapter 92. Mr. Mendenhall said it will also be a map amendment to our Zoning Map because we adopt Flood Maps and Zoning Maps and that is how they are related. Mr. Mendenhall said we also have an additional component which is the Comprehensive Plan. Mr. Mendenhall said we will have to adopt a Comprehensive Plan amendment. Mr. Mendenhall said it is going to be roughly a ninety day process to have all of this come to fruition. Mr. Mendenhall said it will have to start with the Planning Board and then go to the Board of Commissioners. Mr. Mendenhall said it will connect with all of our plans and we need to be sure there are no issues with connectivity. Mr. Mendenhall said we will have to make sure that it is all consistent. Mr. Mendenhall said in addition, we have a huge public relations plan that we are working on to let people know and understand where they are in relation to the floodplain. Mr. Mendenhall said we will provide information on how to get out of the floodplain, information on insurance and the whole system of FEMA flood maps and flood damage prevention. Mr. Mendenhall said we have a talk lined up at the Village at Calabash and we are talking to The Farm at Brunswick to do the same. Mr. Mendenhall said Calabash Lakes has something similar going and we have talked to Beacon Townes and the Carolina Shores neighborhood. Mr. Mendenhall said we can also do that for the Extra Territorial Areas as well.

Bureau of Public Information - Mr. Mendenhall said we are also talking about establishing a Bureau of Public Information which is within the community rating system. Mr. Mendenhall said this would be an ad-hoc committee of folks that deal with insurance, like Normand and marketing. Mr. Mendenhall said we are looking for more folks to build that up. Mr. Mendenhall said if we join the community rating system and the Board of Commissioners have said they would like to, we have more PR and more information going out. Mr. Mendenhall said we would make sure that all of our statements are consistent and that we give really good advice about floodplains. Mr. Mendenhall said what it does is to allow those folks who have bought insurance to receive a discount. Mr. Mendenhall said that is really what we are trying to achieve. Mr. Mendenhall said if people are going to have to buy insurance, they get it at a discounted rate for their protection. Mr. Mendenhall said at the present time, we are looking at people removing themselves from the floodplain whether it is individually or group. There was further discussion on this item including elevation, engineering, technology, stormwater, building and discrepancies. There was discussion on a Letter Map Change.

New Business:

Sketch Plan Lighthouse Cove – Mr. Mendenhall said we have a representative from the builder here. Mr. Mendenhall said you have in front of you the sketch plan for Lighthouse Cove. Mr. Mendenhall said there are 103 lots and it is what we call Phase 2 of Lighthouse Cove. Mr. Mendenhall said it is actually Landmark at Lighthouse Cove. Mr. Mendenhall said it would be a different subdivision and a new developer. Mr. Mendenhall said you can see the different sizes and setbacks and the road. Mr. Mendenhall said they are proposing a rezoning to PRD and that will come before the Planning Board; at your next meeting. Mr. Mendenhall said it would be very similar to Calabash Lakes PRD. Mr. Frank Braxton said he is from Coastal Land Design out of Wilmington. Mr. Braxton said he is also the Chairman of the Planning Board at Topsail Beach. Mr. Braxton said this is a typical subdivision. Mr. Braxton said in regards to the plan, we want to have transparency and let it be known what we intend to

do and we are held to it by the Development Agreement. Mr. Braxton said our issue is to increase density because the labor left us and so the cost of doing business is creeping up and as a result, the cost of materials are going up. Mr. Braxton said for us gaining a few more lots will allow us to remain a little bit more reasonable. Mr. Braxton said we are trying to stay within the market of Phase 1 in Lighthouse Cove. Mr. Braxton said as far as stormwater that is one of the things we do best. Mr. Braxton said we deal with it all the time and they pay very close attention to how it is done and not cut corners. Mr. Braxton said what we are looking at is increasing storage on-site and then we release it at a manageable rate that is equal to or less than what was there under undeveloped conditions. Mr. Braxton said so we are not adding more to it, as we move up there is more water. Mr. Braxton said in our case what we would like to do is put our roads in and survey 18 inches above every road. Mr. Braxton said there is an existing pump station that has been taken over by the County and is in operation. Mr. Braxton said this is a perfect set-up to just continue on. Mr. Braxton said this might be a combination of different builders. Mr. Braxton said he talked to the developers yesterday and they are willing to move fast, break ground as quick as they can. Mr. Mendenhall said the Planning Board is in the review of the sketch plan. Mr. Mendenhall said the Planning Board is looking at the number of lots, the layout of the lots and the layout of the road. Mr. Mendenhall said this allows the Planning Board to give design feedback before they invest more time, energy and effort in refining these plans. Mr. Mendenhall said if you recall, this is a continuation of the horseshoe loop in Phase 1. Mr. Mendenhall said this is a natural tie-in on the southeast side of this lot. Mr. Mendenhall said it basically ties in and continues with the previous plan of development. Mr. Mendenhall said the lot is pretty much in line with the previous development. Mr. Mendenhall said the proposal fits everything you have planned for over the last 18 months. There was discussion on drainage. Mr. Mendenhall said it will eventually drain into Shingletree and out to the Caw Caw. Mr. Braxton said what they are trying to do is pull the easements out so they become part of the stormwater plan and owned by the HOA. Member Hapner asked about a required buffer between the development of Calabash Lakes and The Village. Mr. Mendenhall said we would have to look at the UDO. Member Hapner asked about an emergency exit. Mr. Mendenhall said we talked about that with this developer very early on about trying to tie this Phase into The Village. Mr. Mendenhall said there was one lot being looked at but the lot got sold and there is actually a home on it. Mr. Mendenhall said there is no way to tie the two subdivisions together. Mr. Mendenhall said the problem with multiple egresses and ingresses is that this was pre-approved with one point of entry. Mr. Mendenhall said if this was new development, it would be a different story. There was discussion on the proposed road called Seaway. Seaway will mirror the road Wave. Chairperson Brown asked why they don't have sidewalks in their plan. Mr. Braxton said it is something he will mention to the developer. Mr. Mendenhall said the problem is that it wasn't required back when the plan was originally approved and with the setbacks, it makes it tough. Mr. Mendenhall said he doesn't want to speak for the developer but it is almost getting into a marketing issue and it is not feasible. Mr. Mendenhall said if it was done differently from the beginning, you may do things differently now but there are all these obstacles now. There was discussion on impervious surface. Mr. Mendenhall said don't forget you have a rezoning that needs to occur, a preliminary plat that has to occur and development agreement and that all needs to go to the Board of Commissioners. Mr. Mendenhall said this is not the end; you are just giving them a level of confidence to proceed with further engineering. Mr. Mendenhall said the Planning Board will see this item three more times and the Board of Commissioners is probably four more times.

CHAIRPERSON BROWN MADE A MOTION TO ACCEPT THE SKETCH PLAN FOR LIGHTHOUSE COVE, PHASE 2. ALTERNATE MEMBER NELIGON SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Planning Board March 26, 2018 Meeting – Chairperson Brown said we have no business for our meeting on March 26, 2018.

CHAIRPERSON BROWN MADE A MOTION TO CANCEL THE PLANNING BOARD SCHEDULED MEETING OF MARCH 26, 2018 DUE TO LACK OF BUSINESS. ALTERNATE MEMBER NELIGON SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Public Comment:

William Hanley, 182 Lighthouse Cove Loop – Mr. Hanley said his first issue was the sidewalks but after the conversation, he said he is going to try to fit plans in for sidewalks in the loop and that would be a great change for the residents currently living there. Mr. Hanley said his second issue is that he would really like to see a second access for this plan before it's approved. Mr. Hanley said he thinks most people who currently live in Lighthouse Cove Loop and any future resident that would live there would find it very amiss of the Planning Board's responsibility not to approve that.

Mr. Mendenhall said there are absolutely no lots available for a second access. Mr. Mendenhall said the code has been changed for more connectivity but the problem we are dealing with here are neighborhoods that were platted out prior to 2012 and the Unified Development Ordinance. There was discussion on having a requirement in the Unified Development Ordinance to have trees planted back when they are removed. Chairperson Brown said the Planning Board and Board of Commissioners are trying to have more connectivity but their hands are tied. Member Powell said you can't turn back the clock. Alternate Member Neligon said it was basically preapproved. There was discussion on having two entrances for safety reasons and the fact that some residents don't like two entrances because it then becomes a cut through.

Adjourn:

MEMBER POWELL MADE A MOTION TO ADJOURN THE MARCH 21, 2018 PLANNING BOARD MEETING. ALTERNATE MEMBER NELIGON SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Chairperson

Submitted by:
Nicole Hewett, Town Clerk