

TOWN OF CAROLINA SHORES
Planning Board
Meeting Minutes
January 25, 2016
3:00 p.m.

At 3:00 p.m., Chairperson Mark Brown called the January 25, 2016 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, Ruth Ann Campbell-Grothe and Alternate Beverly Mayhew. Also present: Jon Mendenhall; Town Administrator, Commissioner Bill Brennan; Liaison and Nicole Marks, Town Clerk.

Absent Members: Daniel O'Reilly and Alternate Member Normand Neligon.

Alternates in Public Attendance: None

Organization Meeting: Election of Chair and Vice Chair, Discussion of Expiring Terms:

Chairperson:

MEMBER POWELL MADE A MOTION TO NOMINATE MARK BROWN AS CHAIRPERSON. ALTERNATE MEMBER MAYHEW SECONDED THE MOTION. CHAIRPERSON BROWN ASKED IF THERE WERE ANY OTHER NOMINATIONS. AS THERE WERE NO OTHER NOMINATIONS, CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Vice-Chairperson:

CHAIRPERSON BROWN NOMINATED KATHRYN POWELL AS VICE-CHAIRPERSON. ALTERNATE MEMBER MAYHEW SECONDED THE MOTION. CHAIRPERSON BROWN ASKED IF THERE WERE ANY OTHER NOMINATIONS. AS THERE WERE NO OTHER NOMINATIONS, CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Approval of Meeting Minutes:

MEMBER CAMPBELL-GROTHER MADE A MOTION TO APPROVE THE NOVEMBER 18, 2015 WORKSHOP MEETING MINUTES AND THE DECEMBER 16, 2015 SPECIAL CALLED MEETING MINUTES OF THE PLANNING BOARD. MEMBER POWELL SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Administrative Reports:

Mr. Mendenhall gave the following updates:

Unified Development Ordinance Updates – Mr. Mendenhall said this item will require coordination with the Board of Commissioners. Mr. Mendenhall said there have been some legislative changes and the UDO needs to be updated. Mr. Mendenhall said the Board of Commissioners have agreed to use Holland Consulting Planners to get this process back up to date. Mr. Mendenhall said we would like to have a joint meeting like we did in the past, so that everyone is on the same page. Mr. Mendenhall said none of them are town initiated, they are all General Assembly driven or Supreme Court driven, it's a living document so we need to update it again. It was the consensus of the Planning Board to see if the Board of Commissioners would be willing to meet on Wednesday, February 17, 2016 at 11:00 a.m. which is the Planning Board's regular scheduled workshop meeting date.

Calabash Lakes Phase 3 - Mr. Mendenhall said he met today with D.R. Horton and their engineers and they will be doing construction on Phase 3 at Calabash Lakes. Mr. Mendenhall said they are going to subdivide that Phase into sub-phases. Mr. Mendenhall said basically everything you go out and see there now, the asphalt will be done first and they are talking on how they will do the water and sewer taps. Mr. Mendenhall said they will be working on Phase 3A first which is the asphalt area. Mr. Mendenhall said they feel like within 30-45 days of starting there, they will have enough stockpile material to be able to do the work at the entrance. Mr. Mendenhall said the entrance will be shut down one lane at a time to do the entrance work.

Medical Center – Mr. Mendenhall said they are probably 30 days away from a CO, possibly 45 depending on the weather. Mr. Mendenhall said there was a minor site plan that was administratively approved for Goodwill Industries and we look forward to that and there are no further announcements on that at this time. Mr. Mendenhall said we feel that there will be a ribbon cutting for the Medical Center after the CO is issued and a groundbreaking for the other building.

New Business:

Review of Major Site Plan for Beach Window and Door – Mr. Mendenhall said that a Major Site Plan needs to be reviewed by the Planning Board according to the UDO. Mr. Mendenhall then turned the presentation over to Mr. Norton, the engineer and Mr. David McPherson the owner of Beach Window and Door and reviewed the design with the Planning Board. Mr. Norton said the proposed 12,000 square foot building will be primarily focused on the distribution and sale of residential and commercial windows, doors and structural features. Mr. Norton said they are going to have live inventory on a regular basis. Mr. Norton said the main facility as he mentioned is 12,000 square feet. Mr. Norton discussed the fifteen foot buffer requirements and landscaping features. Mr. Norton discussed drainage and Mr. McPherson said there are a total of 24 acres. Mr. Norton said they are going to stay with the natural flow of the drainage that drains towards the back of the property and adjoins the wetlands. Mr. Norton said there will be some fill required to be sure that natural flow remains. Mr. Norton said the site has been cleared and the extra structure has been removed. Mr. Norton said in regards to utilities, there is an existing County water main on the opposite side of the street. Mr. Norton said they have spoken to Scott Garner at Brunswick County Emergency Services and they are proposing an additional fire hydrant closer the facility. Mr. Norton said sewer is also available and they are proposing a duplex grinder station that will tie into the sewer force main within the DOT right-of-way. Mr. Norton said there will be paved parking area, concrete paved entrance way out to the first bay of the facility and the remaining in the back will be gravel. Mr. Norton said there will be broad swales down the side to direct flow of water. Mr. Norton said that will be enough to keep drainage from draining on other properties

and the elevation of the buffers will be higher. Mr. Norton said erosion control areas will be in place. Mr. McPherson said he hopes to be operating by the end of June 2016 and the building is metal so it should be pretty quick.

MEMBER CAMPBELL-GROTHER MADE A MOTION TO APPROVE THE MAJOR SITE PLAN FOR BEACH WINDOW AND DOOR. MEMBER HAPNER SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Review of Preliminary Plat for The Farm at Brunswick Phase 11 – Mr. Mendenhall said what the Board has in front of them for review is the Preliminary Plat for The Farm at Brunswick Phase 11 and is subject to Section 91.66 in the Code of Ordinances. Mr. Mendenhall said the Preliminary Plat lays out the lots and streets of that neighborhood. Mr. Mendenhall said Mr. John Richards; the Developer is here to explain the proposal. Mr. Mendenhall said in the packet provided, there is a Notice of Intent and a Subdivision Application. Mr. Mendenhall said this is a PRD zoned subdivision, 10.82 acres, 39 proposed lots and you can see the relationship of this phase in with the other phases and this is at the end of Fence Post Lane. Mr. Mendenhall then turned the presentation over to Mr. Richards. Mr. Richards said Mr. Mendenhall summed it up pretty well and it is 39 lots on Phase 11. Mr. Richards said it is an extension of Slippery Rock Way he believes and is a PRD. Mr. Richards said he believes this was originally approved in 2006/2007 so we are just coming back for re-approval since it's been so long and they had started construction back then and it stopped. Mr. Richards said so we are bringing it back through so we can get started again. Mr. Richards said the construction stopped because of the economy. Mr. Richards said the homes will be similar to Fence Post Lane and the lot size is about 6,000-6,500 square feet.

MEMBER POWELL MADE A MOTION TO ACCEPT THE PRELIMINARY PLAT FOR THE FARM AT BRUNSWICK PHASE 11. MEMBER HAPNER SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Terms of the Planning Board – Chairperson Brown said everyone's terms are up except for Kathryn Powell and Daniel O'Reilly. Chairperson Brown asked the members in attendance if it is their intent to remain on the Planning Board and it was the intent of the members in attendance to remain as members on the Planning Board.

Public Comment:

Joseph Przywara, 883 Corn Planters Circle – Mr. Przywara said he didn't realize the Plat for Phase 11 at The Farm was approved back in 2006 for back there, I thought Townhouses were supposed to go back there, I'm just throwing that out there. Mr. Przywara said I've seen the renderings here but didn't see it in relation to a topography map and there are some farm fields there and there is something in the Code required about farm fields now but there looks like a ditch that ran across that property, I don't know if it went that far back or not, do you John (Richards)? Mr. Przywara said he did look at the plans a little bit but didn't know anything with relocation of the ditches or anything like that or if it will be piped under the property or not. Mr. Przywara said another thing John (Richards) I was out on Fence Post Lane today and got stopped by a couple of residents out there and you can take this back to D.R. Horton, one of the contractor's that is out there putting down sod took the sediment control devices off the storm

basins and I can tell you one basin is filled to the top with mud and there are some other residents that are like come check ours it's been doing that all along. Mr. Przywara said so I thought that Town had accepted the roads, we haven't accepted them and I just wanted to bring that up.

Adjourn:

MEMBER CAMPBELL-GROTHER MADE A MOTION TO ADJOURN THE JANUARY 25, 2016 PLANNING BOARD MEETING. ALTERNATE MEMBER MAYHEW SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Chairperson

Submitted by:
Nicole L. Marks, Town Clerk