

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

At 3:00 p.m., Chairperson Mark Brown called the April 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 Daniel O'Reilly. Also present: Jon Mendenhall; Town Administrator, Commissioner Bill Brennan; Liaison and Nicole Marks, Town Clerk.

Absent Members: None

Alternates in Public Attendance: Beverly Mayhew and Normand Neligon.

Approval of Minutes:

MEMBER POWELL MADE A MOTION TO ACCEPT THE PLANNING BOARD MARCH 16, 2016 WORKSHOP MEETING MINUTES. MEMBER CAMPBELL-GROTHE SECONDED THE MOTION. CHAIRPERSON BROWN ASKED IF THERE WERE ANY DISCUSSION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Administrative Reports:

Mr. Mendenhall gave the following updates:

The Farm at Brunswick – Mr. Mendenhall said The Farm is moving into Phase 11 and the pre-construction meeting was held last Thursday. Mr. Mendenhall said McLamb Paving is the contractor of record there and of course D.R. Horton is the owner. Mr. Mendenhall said they are going to start that project and it will be in full swing by May.

Calabash Lakes – Mr. Mendenhall said the entrance has been worked on and fixed to address the flooding problem but has not been paved yet but will be paved when Phase 3A is paved. Mr. Mendenhall said Phase 3A is on this agenda, it is being divided into sub-phases A, B and C to allow them to close-out and move forward. Mr. Mendenhall said they have already put up some houses in 3A and we have personnel out there everyday for building inspections and roads. Mr. Mendenhall said they have electrical conduit and they have put in stormwater in Phase 3A and that will be talked about today.

Lighthouse Cove – Mr. Mendenhall said Lighthouse Cove Phase 2 is being worked on in a pro-forma way through the bank Rialto Capital who is the developer and True Homes who is the builder and he feels like this will come to the Planning Board in May or June.

Highway 17 Corridor - Mr. Mendenhall said don't be surprised if there is a sketch plan that is brought to the Board to look at regarding the Highway 17 Corridor as there are some proposals but there is nothing further to report at this time.

New Business:

Final Plat for Phase 3A of Calabash Lakes:

There was discussion on the options and bonds. Mr. Mendenhall said the entrance flooding is a part of this and has to be addressed; it's been addressed but hasn't been patched or paved yet. Mr. Mendenhall said that is a very key component. Mr. Mendenhall said the bond is issued to the Town so the Town would be responsible to call in the bond and finish the project. Mr. Mendenhall said we take this so seriously that we ask the Town Engineer to verify all the quantities to make sure the money estimate is sufficient in today's market along with the additional 25%, so that the Town could finish the project with the bonded amounts allotted. Mr. Mendenhall said the Town Engineer is currently reviewing the numbers to make sure they are correct.

MEMBER POWELL MADE A MOTION TO RECOMMEND APPROVAL OF THE FINAL PLAT FOR PHASE 3A OF CALABASH LAKES PENDING FINDINGS OF OUR TOWN ENGINEER ON THE VERIFICATION OF MONEY. MEMBER O'REILLY SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Preliminary Plat for Carolina Business Park Extension:

Mr. Mendenhall said this is a minor subdivision and right now as it stands, this street is not to be dedicated, it would be a private street and you have six lots that Mr. Bellinger is proposing for this site and all of this can be done administratively, however there are a couple of caveats we need to talk about. Mr. Mendenhall said Mr. Bellinger is working with the Town's Economic Development Commission on ways to grow the Town and see if maybe Mr. Bellinger and the Town could work together on that partnership. Mr. Mendenhall said he wanted to share this information with the Planning Board and get their advice. Mr. Bellinger said he has some businesses in the Carolina Business Park and everything is occupied and there is pretty much no more available space there at the park. Mr. Bellinger said he has 7 ½ acres that sit at the intersection of Calabash Road and Koolabrew Drive and thinks it's time to go ahead and develop the land and make it available. Mr. Bellinger said this is a Preliminary Plat and basically coming off Koolabrew Drive there would be a private road with the six, one acre lots. Mr. Bellinger said before this is finished and should some industry need a bigger lot, 2 or 3 acres, this could be changed but this is in the very early stages of development. Mr. Bellinger said so the plan is to make six more available lots.

Discussion on Planning Activities Slated for FY 17:

- i. Comprehensive Plan – Mr. Mendenhall said the Board of Commissioners discussed this at their Budget Retreat. Mr. Mendenhall said we do a lot of subdivision and zoning work but we don't do a lot of planning on how we want the community to be ten years down the line and we would like the residents to be involved on what they like and how they feel. Mr. Mendenhall said what we are trying to do is to develop a Comprehensive Plan process and go through and develop a document much like the UDO to talk more about plans and have it become a reality. Mr. Mendenhall said we don't have resident engagement, we don't know what they want and so this process is designed to be about ten months long, probably starting in the fall. Mr. Mendenhall said this is in the draft budget for FY 17 budget and it's about \$30,000.00. Mr. Mendenhall said we would have some engagement meetings, workshops and let people talk about what they would like to

see and do some surveys and questionnaires. Mr. Mendenhall said we would then gather all of the information and put it together in a book. Mr. Mendenhall said then it can be used as a tool to make decisions. Mr. Mendenhall said it's all about growing correctly.

- ii. Long-range Transportation Plan – Mr. Mendenhall said it is very much a hot topic button in South Carolina, could be in North Carolina except transportation is done a lot different in North Carolina than it is in South Carolina. Mr. Mendenhall said G-SATS is running a Multi-state planning process if you will. Mr. Mendenhall said there is a Board that meets quarterly or so and he will keep the Planning Board informed as this ties into planning.
- iii. Capital Improvement Plan – Mr. Mendenhall said the Capital Improvement Plan is tied to the Comprehensive Plan and that is something that needs to be looked at. Mr. Mendenhall said the CIP is really done by the Board of Commissioners and part of the budget process. Mr. Mendenhall said it talks about things that need to be replaced such as streets that need to be paved and culverts to be replaced. Mr. Mendenhall said as you approve these subdivisions and it will probably be after the tenure of you on this body, probably 25-30 years and my tenure as Town Administrator but these streets, these culverts that you approve, will come back and have to be replaced and so you need to think about design. Mr. Mendenhall said he wants the Planning Board to be aware so we can get your input and guidance on things.

Public Comment:

None

Adjourn:

MEMBER O'REILLY MADE A MOTION TO ADJOURN THE APRIL 25, 2016 PLANNING BOARD MEETING. MEMBER CAMPBELL-GROTHER SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Chairperson

Submitted by:
Nicole L. Marks, Town Clerk