

**TOWN OF CAROLINA SHORES**  
**Planning Board**  
**Meeting Minutes**  
**June 26, 2017**  
**3:00 p.m.**

At 3:00 p.m., Chairperson Brown called the June 26, 2017 Planning Board Meeting to order. The Pledge of Allegiance was recited and there was a moment of silence. The following members attended: Ruth Ann Campbell-Grothe, Greg Hapner, Daniel O'Reilly and Alternate Beverly Mayhew. Also, present: Jon Mendenhall, Town Administrator; Commissioner Bill Brennan, Liaison and Nicole Marks, Town Clerk.

Alternate Members in Public Attendance: Normand Neligon

Absent: Member Kathryn Powell

**Approval of Minutes:**

MEMBER CAMPBELL-GROTHER MADE A MOTION TO APPROVE THE PLANNING BOARD MEETING MINUTES OF MAY 22, 2017. MEMBER O'REILLY SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

**Administrative Reports:**

Farm at Brunswick, Phases 11, 12 and 13 – Mr. Mendenhall said on Phases 11, 12, and 13, we got the construction plans approved on Phases 11 and 12 and the Town Engineer has looked at those and has issued approval for those. Mr. Mendenhall said in regards to Phase 13, we are undertaking approval of those as we speak.

Calabash Lakes Phases 4 and 5 – Mr. Mendenhall said Phase 5 is on the Planning Board agenda today and Phase 4 was previously approved. Mr. Mendenhall said it is my understanding after talking with D.R. Horton, they plan to probably do Phases 11 and 12 at The Farm, then Phases 4 and 5 at Calabash Lakes and then come back and do Phase 13 at The Farm as it is out for bid, they are bidding it out. Mr. Mendenhall said we are not sure who the contractor is going to be but when we find out, we will have a better sequence on how it will occur. Mr. Mendenhall said they feel like once they get started, they will not stop; they will just keep going into these different phases that have already been approved which will allow the contractor to continue to work.

Lighthouse Cove – Mr. Mendenhall said we have some exciting news there. Mr. Mendenhall said in Phase 1, the patching has been done, concrete work has been done, the final surface has been done and the streets are being looked at, tested and there will be a package coming to the Board of Commissioners to turn those roads over to the Town. Mr. Mendenhall said that project is complete and we were concerned about Lighthouse Cove and we have worked through that problem without a lawsuit or litigation and are very happy about that.

Medical Park – Mr. Mendenhall said the cul-de-sac, the concrete work and the drainage work at the Medical Park is complete and site work is going on at the Goodwill site. Mr. Mendenhall said they are working on the parking lot and the drainage on the site and working on the inside of the store.

Maintenance Activities – Mr. Mendenhall said we have done several Spot Improvements; one on Northwest Drive which was a FEMA repair, a spot improvement for drainage on Topsail, working on Canal Way now and there will probably be some work done on Oakbark Court within the next couple of weeks. Mr. Mendenhall said we have to get through the end of the fiscal year which ends at the end of this week, so that our checks are being cut out of a different budget. Mr. Mendenhall said in regards to the Sunfield project for paving and drainage work, the bids will be opened Thursday at 2:00 on June 29th. Mr. Mendenhall said we are doing some roadside drainage work on Bayberry and we have some spots to do on Calabash Drive and then we will bounce back over and start on Pinefield and Sunfield.

Oakbark Ditch – Member O'Reilly asked if the ditch behind Oakbark is going to get cleaned. Mr. Mendenhall said that ditch has already been de-mucked. There was discussion on the finger-ditches and acquiring easements.

The Farm at Brunswick – Chairperson Brown said I believe you said Phases 11 and 12 but it should be Phases 11 and 13 because Phase 12 is already built out. Mr. Mendenhall said it is Phases 13 and 14 that are being bid right now, I misspoke.

FEMA – Drains Under the Highway – Alternate Member Neligon asked if the Town could go to FEMA to do something about the drains under Highway 17. Mr. Mendenhall said yes, it's part of the Resiliency Plan that we submitted as part of Hurricane Matthew. Mr. Mendenhall said Brunswick County is actually going to start de-mucking the Caw-Caw starting July 1<sup>st</sup> using their own forces. Mr. Mendenhall said if you drive down Shingletree Road, there are some stakes and that is what they are planning on removing out.

Beach, Window & Door – Chairperson Brown asked if BWD was in full operation now. Mr. Mendenhall said yes they are and we have been trying to get a date for a ribbon cutting but I am not sure where we stand on that.

Medical Center – Chairperson Brown asked if there was any interest in the remaining lots at the Medical Center. Mr. Mendenhall said there were a couple of inquiries previously but there have not been any inquiries recently.

Comprehensive Plan Update – Mr. Langdon Holland of Holland Consulting Planners gave the update. Mr. Holland discussed Section 4 of the Comprehensive Plan. Mr. Holland said he did receive comments on that section and asked if there were any further comments. Mr. Holland said I think in the plan at some point, we need to be clear on what the Town wants regarding the Carolina Bays Extension and where it should go and adopt it into the plan. Mr. Holland said it will have significant impact on the Town and we need to make sure opinions are well documented on where the bypass should go. Commissioner Bill Brennan said I have a comment on page 4-1 regarding the population. Commissioner Brennan said we are over 4,000 and that should be updated and Mr. Holland said they will update that number on the total population. There was discussion on the survey results and Mr. Holland said they will send an email explaining the survey results. Mr. Holland said at the next meeting, we will discuss Section 5. Mr. Holland said in regards to Section 5, this is a starting point; we

are trying to initiate a dialogue about what you would do and how you would do it. Mr. Holland said in regards to the Statements of Intent, some of them are specific and some of them are general but we want to be sure they are saying what you want to say. Mr. Holland said we need to be clear on how the Town should grow and prosper moving forward. Mr. Holland said what we have tried to do is look at the information we received from public input and the survey results and touch on those issues. Mr. Holland said we may need to get more specific in some areas and maybe you will agree with what we have or maybe not. Mr. Holland said at the next meeting, we need to go through these statements and see how you truly feel about them and whether you feel they are adequate or inadequate as to the future of the Town of Carolina Shores, public input and survey results. Mr. Holland said the things that we really tried to touch on were traffic control, development on Highway 17, attracting commercial development, stormwater management and protecting the identity of the six defined communities within the Town of Carolina Shores. Mr. Holland said we tried to speak of those issues in a manner that will give the town direction on how to maintain the character of the Town. Mr. Holland said it is a difficult exercise and all of you have to look at it, read it, digest it and give us feedback. Mr. Holland said one issue he and Dale have looked at is how to deal with Highway 17 and using Mixed Use Development. Mr. Holland said it would be excellent to enter the interior with some pedestrian walkways to serve the community properly. Mr. Holland said strategies should be in line with the Land Use Map. Mr. Holland said we would like to have a public input forum, if that's what you want. There was discussion on a Consistency Statement which needs to be in line with the proposed plan and map. Mr. Holland said the proposed Land Use Plan has to be accurate and is something that all of you need to be comfortable with. Mr. Holland said he can get maps in the mail to Jon, whatever you all want. Mr. Holland said in regards to Industrial Development, it's important that the Town look at other strategies. Mr. Mendenhall said there are a couple of strategies going on here. Mr. Mendenhall said one is that your future land use decisions are supported by the plan as are required to be and the second is to reduce the litigation risk. Mr. Mendenhall said we want to be sure that the plan is right but we also want to make sure that we mitigate any further legal action as far as planning and zoning decisions and the plan does that. Mr. Mendenhall said we want to be sure that it is public educated, public involved, public engaged if you will. Mr. Mendenhall said you want to be sure that you have a good foundation and the map and goals are very, very, very important. Mr. Mendenhall said you want to be sure that you have the ammunition to make those decisions and make them in a way that is rational. Mr. Holland said we want to be sure that we are leading the Town down the right path and we review statements very carefully and we need to review them one by one by one. Mr. Holland said we will review the language and intent to be sure that is what you want in the plan. Mr. Holland said the Comprehensive Plan and Land Use Map is a living document and can be amended. Mr. Holland said I would recommend the adoption of the Land Use Map first and then change the Zoning Map. Mr. Holland said I look at this as a starting point, not an ending point. Mr. Holland said as far as the golf course goes; we did not speak specifically on that and be aware of that. Mr. Holland said I would ask that you come back next month and discuss how you would like to address that. Mr. Holland said I would ask that you consider that and discuss it. Member O'Reilly said and discuss what on the golf course and Mr. Holland said I don't have an opinion on that. There was brief discussion on the density of the golf course. Mr. Mendenhall said you would address what the Land Use Plan would say about the zoning and density of the golf course. Mr. Holland said you just need to address that and it is included in the proposed plan. There was discussion on having a joint meeting with the Board of Commissioners. Mr. Holland said I don't really have an opinion but the Town seems to be running efficiently and I don't see where that would be a problem. Mr. Holland said my recommendation would be come next month, nail down what this Board wants and then allow the Town Council to review it and then if both entities feel that it's not what they would like to see, then at that point the joint meeting could take place.

Member Campbell-Grothe said it would be my recommendation that the Planning Board definitely meet on our workshop of July 19<sup>th</sup> and go through Section 5 step by step so that on the following Monday, July 24<sup>th</sup>, we have already come to an agreement. Member Campbell-Grothe said that way, we won't have to spend a lot of time because we will have already agreed as a group. The Planning Board agreed with the recommendation.

Mr. Holland thanked the Planning Board. Member Hapner asked if the floodplain should be on the map and Mr. Holland said they will make sure to update the map and put the floodplain areas on the map.

**New Business:**

Calabash Lakes Phase 5 Preliminary Plat – Mr. Mendenhall said you have before you Calabash Lakes Phase 5 Preliminary Plat, lots 501 through 578. Mr. Mendenhall said this is a preliminary plat to re-plate the townhouse section into paired ranch duplexes and you can see how they are planning to do that. Mr. Mendenhall said as you recall, you previously rezoned it and the Board of Commissioners did a Development Agreement with the Developer. Mr. Mendenhall said this is just a continuation of that process. Mr. Mendenhall said step 1 was rezoning, step 2 was preliminary plat, step 3 it goes to engineering and gets the actual engineer plans done, then we do an authorization to construct, they construct and then come back to this body and then the Board of Commissioners for the final plat. Mr. Mendenhall said we are halfway through that process. Mr. Mendenhall said the Town Engineer has reviewed these. Mr. Mendenhall said it would be my recommendation to this board that you approve it.

CHAIRPERSON BROWN MADE A MOTION TO RECOMMEND TO THE BOARD OF COMMISSIONERS TO APPROVE CALABASH LAKES PHASE 5 PRELIMINARY PLAT. MEMBER HAPNER SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

**Public Comment:**

None

**Adjourn:**

MEMBER CAMPBELL-GROTHER MADE A MOTION TO ADJOURN THE JUNE 26, 2017 PLANNING BOARD MEETING AT 4:01 P.M. MEMBER O'REILLY SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

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Chairperson

Submitted by:  
Nicole L. Marks, Town Clerk