

TOWN OF CAROLINA SHORES
Planning Board
Meeting Minutes
November 26, 2012
3:00 p.m.

At 3:00 p.m. Chairman, Mark Brown called the November 26, 2012 Planning Board Meeting to order. The Pledge of Allegiance was recited.

The following members attended: Kathryn Powell, Dan O'Reilly, John E. Manning, Ellen Pecina, Ruth Ann Campbell-Grothe and Carol Schwarz. Also present: Mike Hargett; Town Administrator, Nicole Marks; Town Clerk, and Chuck Riggins, Building Inspector.

Absent: None

Approval of Meeting Minutes:

MEMBER MANNING MADE A MOTION TO APPROVE THE OCTOBER 22, 2012 PLANNING BOARD WORKSHOP MINUTES. MEMBER CAMPBELL-GROTHER SECONDED THE MOTION. CHAIRMAN BROWN ASKED IF THERE WERE ANY DISCUSSION. CHAIRMAN BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Discussion of Proposed Amendment That Two Alternates Be Added to the Planning Board as to Mirror the Board of Adjustment:

MEMBER MANNING MADE A MOTION TO RECOMMEND TO THE BOARD OF COMMISSIONERS THAT IT BE STIPULATED THAT THERE BE FIVE MEMBERS ON THE PLANNING BOARD FOUR FROM THE TOWN AND ONE FROM THE ETJ WITH TWO ALTERNATES, ONE COMING FROM THE TOWN AND ONE COMING FROM THE ETJ. CHAIRPERSON BROWN CALLED FOR A SECOND. AS THERE WAS NO SECOND, A SUBSTITUTE MOTION WAS MADE. MEMBER CAMPBELL-GROTHER MADE A MOTION THAT THE PLANNING BOARD CONSISTS OF FOUR TOWN MEMBERS AND ONE ETJ MEMBER WITH TWO ALTERNATES COMING FROM EITHER/OR THE TOWN OR ETJ. MEMBER SCHWARZ SECONDED THE MOTION. CHAIRPERSON BROWN ASKED IF THERE WERE ANY FURTHER DISCUSSION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED. CHAIRPERSON BROWN AND MEMBERS POWELL, O'REILLY, PECINA, CAMPBELL-GROTHER AND SCHWARZ VOTED YES AND MEMBER MANNING VOTED NO.

MEMBER POWELL MADE A MOTION TO RECOMMEND TO THE BOARD OF COMMISSIONERS THAT THE BOARD OF ADJUSTMENT MIRROR THE PLANNING BOARD. MEMBER MANNING SECONDED THE MOTION. CHAIRPERSON BROWN ASKED IF THERE WERE ANY FURTHER DISCUSSION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Discussion of Alternates/Membership:

There was discussion on alternates and membership. Planning Board Member Schwarz agreed that she would serve as an alternate from the ETJ area. Chairperson Brown said the Planning Board consists of one to many members from within the Town jurisdiction at the present time. Chairperson Brown asked if any members on the Planning Board from within the Town limits would like to serve as an alternate, no Planning Board member within the Town limits offered to be an alternate.

UDO Proposed Refinements:

Mike Hargett, Town Administrator briefly reviewed the current list of proposed UDO refinements listed below:

PROPOSED REFINEMENTS FOR THE APPROVED AND ADOPTED UDO OF SEPTEMBER 6, 2012

- Minor glitches on MAP
- Concern with illumination regarding the sign regulations
- AD Classification needs to be addressed
- Map and Legend show both PRD and PUD, however there is no PUD listed in table 6.4 (Permitted/Conditional Uses) on page 6-5
- Map Legend does not reflect change in Descriptor from “Central” Business to “Neighborhood” Business Zones
- Map Legend does not reflect addition of R-12 Zone
- Map Legend for “MFH I” is labeled “MFH”
- Table 6.4 (Permitted/Conditional Uses) does not include as “Agricultural” District (and we just voted to allow a cemetery in one)
- Gere Dale – Placing of Flags
- Follow-up with Holland Consulting to get updated map on Brunswick County GIS
- Article 6. Zoning Districts – Use of this procedure (PRD) is a conditional use in those districts where permitted as a conditional use. Page 6-5
- Page 6-5 Table of permitted/conditional uses- Auto repairs and services HC
- Run-Off from driveways onto streets
- “All street signs (road names and traffic) should be constructed of a durable material that will require minimal maintenance”
- Change name of Tree Committee (Board) to Tree Resource Advisory Board
- Traffic Section – Total Revamp
- 2 (two) foot elevation for floodplain areas
- Clarification of 25 year storm standard
- Run-off across adjoining lots
- Planning Board Alternates
- Planning Board and BOC review and approve all subdivisions (Minor, Major and site plans)
- Tree removal and replacement need to be defined in the regulations
- Street (right-of-way acceptance, including roadways, curbs, drainage (swales or curbs) and signage

Member O'Reilly said that it would be helpful to have a representative from BEMC attend one of the Planning Board meetings to discuss lighting. Mr. Hargett said the consultant who did the Stormwater Study, recommended a few items to be changed in the adopted UDO and those items will be included in the working draft document as well. Mr. Hargett said prior to the Planning Board's meeting in January, these items will be clarified in a working draft document with page numbers and clear description of the proposed change.

Other Business:

MEMBER MANNING MADE A MOTION TO ACCEPT THE 2013 SCHEDULE AS CURRENTLY POSTED. MEMBER SCHWARZ SECONDED THE MOTION. CHAIRPERSON BROWN ASKED IF THERE WERE ANY FURTHER DISCUSSION. CHAIRPERSON BROWN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Public Comment:

Walter B. Goodenough, 905 Palmer Drive - Mr. Goodenough said that he would like to see a change under Neighborhood Business in the approved UDO. There is an empty lot and tractor trailers continue to park there. Mr. Goodenough said that he would like to see the Ordinance changed so that commercial vehicles cannot park on empty lots unless it's developed.

MEMBER MANNING MADE A MOTION TO ADJOURN THE PLANNING BOARD NOVEMBER 26, 2012 MEETING. MEMBER PECINA SECONDED THE MOTION. CHAIRPERSON BROWN CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Chairperson Mark Brown

Submitted by:
Nicole L. Marks, Town Clerk

