

# Pender County Planning and Community Development

## Planning Division

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## MEMORANDUM

To: Pender County Planning Board

From: Planning Staff

Date: September 1, 2015

RE: Discussion Item— Collector Street Plan and Comprehensive Plan Updates

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Planning Board,

Staff will continue to provide you with an update at each Planning Board meeting regarding the Collector Street Plan and Comprehensive Land Use Plan update process. Below is a summary of the status of each plan update since our last discussion at the Planning Board Work Session in August.

### **Pender County Collector Street Plan**

Staff continues to work in coordination with the Wilmington MPO and Stantec on the Collector Street Plan update. The first Collector Street Plan Steering Committee meeting was held at the Hampstead Annex on Thursday, August 13<sup>th</sup>. Stantec used the time to introduce the scope of work, describe their intentions for the process, and gain input and analysis on existing conditions from the committee. The next meeting is scheduled for October 1<sup>st</sup> at 4pm, to be immediately followed by a public stakeholder workshop. Location is to be determined.

### **Comprehensive Land Use Plan**

Planning Staff continues to work on preliminary planning and information inventory in preparation of consultant selection for the Comprehensive Land Use Plan update. The RFQ was released on August 31<sup>st</sup> and responses are due by noon on September 18<sup>th</sup>. Staff is working in coordination with the schedule as outlined below and will keep you updated when a date is set to review RFQ responses and/or interview potential consultants:

- **June – September 2015:** Preliminary planning and information inventory
  - Definition of small area plan boundaries
  - Existing plan inventory
  - Goals and policies matrix
  - Existing land use survey

- RFQ development
- **August 4, 2015:** Comp Plan informational presentation to Planning Board from RPO
- **August 4, 2015:** Refine RFQ scope with Planning Board
- **August 2015:** Advertise RFQ
- **October 2015:** Formation of steering committee
- **October 2015:** Consultant interviews and selection
- **November 2015 – June 2016:** Plan development with consultant
- **June 2016:** Potential plan adoption

On August 17<sup>th</sup>, Staff learned that Pender County has been selected to receive \$10,000 in Partners for Green Growth funding from NC Wildlife Resources Commission (NCWRC) to use towards incorporation of conservation methods into the update of the Comprehensive Land Use Plan. Staff will work with NCWRC to develop and gain approval on a contract funding agreement. A brief summary of the Partners for Green Growth funding is as follows:

- The purpose is to fund land use planning projects that address conservation of priority wildlife habitats. Our proposal is to use funding to develop and incorporate a conservation component into the Comprehensive Land Use Plan (in conjunction with the Plan update).
- The funding amount is \$10,000.
- Invited full applications are due September 10 (non-competitive).
- 50% non-federal in-kind match is required. Our proposal is to calculate match using:
  - Staff time calculated at approximately \$20.00 per hour: \$2,500 (125 hours) for existing conditions inventory, site visits, conservation data analysis, coordination with consultant and NC Wildlife Resources Commission for integration of final conservation product within Comp Plan
  - 7.5 percent of County payment to consultant (total contract will be \$100,000): \$7,500 for conservation data analysis and conservation policy recommendation for inclusion into Comprehensive Land Use Plan
- Work must be completed within a year.
- Funds will be distributed as reimbursement (by September 16, 2016).
- Pender County is eligible for 40 hours of technical assistance from NC Wildlife Resources Commission as part of the funding.

Planning Staff appreciates your input throughout the process for these plan updates.