

Pender County Planning and Community Development

Planning Division

805 S. Walker Street
PO Box 1519
Burgaw, NC 28425



Phone: 910-259-1202
Fax: 910-259-1295
www.pendercountync.gov

MEMORANDUM

To: Pender County Planning Board

From: Planning Staff

Date: October 13, 2015

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

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 planning project:

Pender County Collector Street Plan

Staff continues to work in coordination with the Wilmington MPO and Stantec on the Collector Street Plan update. The second Collector Street Plan Steering Committee meeting was held at Heidi Trask High School on Thursday, October 1st. Stantec introduced the Existing Conditions Memorandum and an update to the overall work plan reflecting an accelerated adoption timeframe. The Steering Committee reviewed all of the draft maps to date which are available on the project website, along with a link to the Pender County Collector Street Plan survey. Stantec is now working to do “ground truthing” of potential connections and new collector streets, with results to be reviewed in the next meeting. The first Public Workshop focusing on logistics and desired outcomes was held following the adjournment of the Steering committee meeting.

The Wilmington MPO, along with Pender County Planning Staff will provide the Board of Commissioners a comprehensive update during the October 26, 2015 4 PM Board Meeting; Planning Board members are welcome to attend.

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 31st and responses were due by noon on September 18th. Staff received two proposals back from qualified firms. Interviews with prospective consultants are scheduled for Wednesday, October 14th at 2pm and

3:30pm in the Hampstead Annex.

Staff is working in coordination with the schedule as outlined below and will keep you updated with any new information as it may impact the project schedule:

- **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: Consultant interviews and potential selection**
- **November 2015: Formation of steering committee**
- **December 2015 – June 2016: Plan development with consultant**
- **June 2016: Potential plan adoption**

On August 17th, Staff learned that Pender County had 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 is continuing to work with NCWRC to gain final approval on the funding agreement contract. 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.