

# Pender County Planning and Community Development

## Planning Division

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## MINUTES

**Pender County Planning Board Meeting  
November 3, 2010 7:00 p.m.  
Pender County Public Meeting Room  
805 S. Walker Street, Burgaw, North Carolina**

**Call to Order:** Chairman Reynolds called meeting to order at 7:05 pm.

**Roll Call:** Chairman Reynolds

Pender County Planning Board Members:

Reynolds:  Garrett:  Boney:  Marshburn:  Millette:  Smith:  Williams:

**Adoption of the Agenda:** Board member Williams made the motion to approve agenda; seconded by Board member Smith. Vote unanimously passed.

- 1. Approval of Minutes:** Board member Marshburn made the motion to approve minutes from the September 7, 2010 meeting; seconded by Board member Williams. Vote unanimously approved.
- 2. Public Comment:** Chairman Reynolds opened the floor to public comments; Cameron Moore introduced himself to the Board and asked if the Board would bring into discussion later in the meeting a proposed Text Amendment to the Unified Development Ordinance in regards to Real Estate signs. Mr. Moore presented the Board a document with proposed Text Amendment language and a copy of the current UDO text. Mr. Moore stated that under the current UDO definitions are given for on premise and off premise temporary Real Estate signs but there is nothing further in the UDO to distinguish the two. Chairman Reynolds asked the Board if there were any questions; Board members stated they would wait until later in the Agenda for the Board discussion.
- 3. Master Development Plan review: Planned Development District Hawksbill Cove**  
*(TABLED until December 7, 2010)* (FKA St. George's Reach) - Hampstead Properties, LLC, applicant, on behalf of GF Management Co., LLC and Hampstead Properties, LLC, owner, is requesting approval of a master plan revision for Hawksbill Cove, formerly known as St. George's Reach. The proposal consists of the relocation of the previously approved connector road and associated revisions affecting approximately 13 acres. The property is located south of Country Club Drive, running south to the Atlantic Intracoastal Waterway and is bounded by Belvedere Plantation to the northeast and Hideaway Shores to the southeast. The proposed connector road intersects Country Club Drive and connects to Transfer Station Road. The property is located in Hampstead, NC and is zoned PD, Planned Development.
- 4. Preliminary Plat**  
Stroud Engineering, P.A. applicant, on behalf of Caison Drive Properties, LLC, owner, is requesting approval of a preliminary plat for phase I of a previously approved Master Plan to accommodate 144 residential multifamily units located on ±15.84 acres. The project is located along the west side of U.S. Highway 17, Hampstead, just north of Caison Drive, and is zoned PD, Planned Development

District. The property may be identified as PIN(S): 4204-10-2954-0000, 4204-21-0164-0000, 4204-10-9252-0000 and 4204-20-6843-0000.

Planner Frank presented and provided background information for Agenda Item 4. Planner Frank opened the floor for any questions from the Board for staff and acknowledged that the applicants were also available to answer any questions from the Board. Board member Millette asked about the number of units in phase I and if there would only be one ingress/egress; Planner Frank answered Phase I would consist of 144 units with a total of 384 units upon the completion of all three phases and that Phase I would only have one ingress/egress located on Caison Drive but another ingress/egress located off of Hwy. 17 existed within the plans of Phase II and III. Board member Williams stated that he recalled Phase II and III could not be completed without a central sewer system; Planner Frank answered that a Master Plan was approved but was not sure if drain fields would be torn out or properly abandoned. Jimmy Fentress, applicant, from Stroud Engineering introduced himself and Brian Kaiser, property owner, to the Board; Mr. Fentress corrected statements in regards to the sewer system, stating that Phase II had an allowance for 60,000 square feet of commercial property and would not require onsite sewer but Phase III would require a central sewer system. Board member Millette asked applicants if they have had any discussion with DOT about traffic and would there be no left turns allowed; Mr. Fentress stated that DOT did say "Right in and right out". Planner Frank stated to the Board that Planning staff and applicants had met with members of DOT to discuss the access of Phase II and III, DOT would require controlled access and could require improvements when applying for driveway permits. Brian Kaiser stated that DOT will have a significant influence on the design of Phase II and III. Board member Millette asked applicants if they would follow the recommendations of the Fire Marshall and include the required setbacks for the fire safety of Holly Shelter; Mr. Fentress answered yes that with the planned parking lot and buffers there would be a 100 foot setback. Board members held a brief discussion among themselves.

*Board member Williams made the motion to approve the proposed Preliminary Plat as presented; seconded by Board member Smith. Vote unanimously passed.*

*(\*\*Public Hearing\*\*)*

##### **5. Master Development Plan**

Stephen Bailey, applicant, on behalf of Constance Tambakis-Odom, owner, is requesting approval of a master development plan for the subdivision of one lot in to two. The property is located at 315 Harbour Village Drive, Hampstead, and is zoned PD, Planned Development District. The property may be identified as PIN 4213-14-8347-0000.

Planner Frank presented and provided background information for Agenda Item 5. Chairman Reynolds asked if there were septic permits; Planner Frank answered yes, that each lot had its own septic with permits. Board member Williams questioned why the new map did not show a utility easement that according to the old map there was clearly a utility easement and that he would like for it to be added to the new map; Planner Frank answered that an easement could be added to the plat before it was recorded. Chairman Reynolds asked if the applicant had anything to present to the Board; Applicant's attorney stated to the Board that the applicant would have no issues with making the changes to the plat and would be happy to do so.

*Board member Garrett made the motion to approve the proposed Master Development Plan with the amendments requested by Board member Williams; seconded by Board member Millette. Vote unanimously passed.*

*(\*\*Public Hearing\*\*)*

## **6. Zoning Text Amendment**

Pender County, applicant, is requesting approval of an amendment to the Pender County Unified Development Ordinance, Articles, 5.2, 6, and Appendix A-Definitions. A detailed description of each amendment is available in the Planning Department offices. Director Kyle Breuer presented and provided background information for Agenda Item 6. Director Breuer asked the Board to approve the discussed amendments so that the requested amendments could be presented to the Board of Commissioners on December 6, 2010. Chairman Reynolds asked for any discussion from the Board.

*Board member Williams made the motion to approve the Zoning Text amendments; seconded by Board member Millette. Vote unanimously passed.*

## **7. Discussion Items**

### **a. Planning Staff**

- i. Next meeting December 7, 2010
- ii. Director Breuer presented topics of discussion for Unified Development Ordinance Updates; Access Requirements for 3-lot and Family Subdivisions, Access Management Standards, and Ratified HB 683 An Act to Extend the Permit Extension Act of 2009. After much discussion of the topics, Board members asked staff to present proposed text for Access Requirements in a Text Amendment format to the Board at the next Planning Board meeting. In regards to Access Management Standards the Board agreed that something needed to be done, Board requested that staff review options and bring findings back to the Board for further discussion. Ratified Act; it was decided that staff would send "opt out" letters to the contacts of projects that could potentially expire in 2011 if nothing was being done to move forward with the project.
- iii. Notified Board members that interviews for a Planner I position were being held.
- iv. Board members were asked if they would like to review the Soil and Water Conservation, Board members requested to have the document emailed to them for review.

### **b. Planning Board Members**

- i. Board members requested copies of the UDO
- ii. Discussion of Text Amendments to the UDO in regards to on/off premise real estate signs. Board member Millette stated that the Board worked hard on the UDO to prevent the clutter of signs; Director Breuer stated that there was a need for clarification. After further discussion Chairman Reynolds asked that more investigation be done and to add the matter to the next meeting's agenda for discussion.

## **8. Adjournment:** Meeting adjourned at 8:35 pm.