

Pender County Planning and Community Development

Planning Division

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MINUTES

Pender County Planning Board Meeting
May 1, 2012 7:00 p.m.
Pender County Public Meeting Room
805 S. Walker Street, Burgaw, North Carolina

Call to Order: Chairman Boney called the meeting to order at 7:00 pm.

Roll Call: Chairman Boney

Pender County Planning Board Members:

Boney: Edens: Garrett: Marshburn: Millette: Williams:

- 1. Adoption of the Agenda:** Board member Williams made the motion to approve the agenda; seconded by Board member Marshburn. The vote was unanimous.
- 2. Approval of Minutes:** Board member Marshburn made the motion to approve the minutes from the April 3, 2012 meeting; seconded by Board member Edens. The vote was unanimous.
- 3. Public Comment:** Chairman Boney opened the floor to public comment; floor was closed due to no public comments. Chairman Boney stated that he would like for the Board meetings to be more formal and follow some of the guidelines outlined by Robert Rules of Order. Chairman Boney explained that he felt the most important guideline would be to implement a time limit on speaking and would like for staff to add some language to the sign-up sheets that informed the public of the procedures that needed to be followed during public comment such as: a time limit of two minutes placed on comments, a ten minute time limited for presentations, groups of five or more would need to designate one person to speak on their behalf, and that there would be a time allotted for those who wished to speak on a public hearing item.
- 4. Presentation:** None
- 5. Discussion Items:**
 - a. Planning Staff:**
 - i. Permitted Uses within the GB, General Business District:** Director Breuer stated that he had received no feedback regarding the subject and staff had no other further input so therefore, if the Board had nothing else to add staff recommended moving on from the subject. Board member Williams responded that he felt that there was nothing further to discuss.
 - ii. Sweepstakes Center Development Standards:** Director Breuer stated that under the direction of the Board of Commissioners, staff was asked to draft development standards for sweepstakes centers and that he would like for the Board to review the drafted language. Director Breuer added that if the Board proposed

any needed changes, staff would revise the draft and present the draft during a Public Hearing at the June meeting. Chairman Boney requested that the Board read through the draft and make any suggestions needed. Board member Williams asked if in the case of a sweepstakes center located in a shopping center, would the 500 feet minimum distance be measured from the shopping center or the unit; Director Breuer answered that the way the text is written it would be interpreted that the measurement is recorded from the shopping center but, could be revised to state the measurement would be recorded from the unit. Board members agreed that the measurements for shopping centers should be recorded based on the location of the unit. Board members recommended removing standard 3a. Board members asked in reference to standard 8, who would be responsible for yearly inspections; Director Breuer answered that inspections would be performed by the Fire Marshal. Director Breuer closed the discussion by stating that staff would make the recommend changes and present a Public Hearing at the June meeting.

- iii. **Department Updates:** Director Breuer gave the Board an update on the Comprehensive Transportation Plan, stating that the plan would be presented as a public information item on the Board of Commissioners' May 21, 2012 agenda and that following the presentation there would be a thirty day comment period prior to the final adoption of the plan in July. Director Breuer also gave an update on preparing to have the Comprehensive Plan CRC certified, stating that Pender County would be the first in the State to receive the certification. Director Breuer stated that staff was working toward getting on the CRC's August agenda; staff would hold a meeting with the CPPC members to finalize the plan and then present the plan to the Board for their recommendations. Board member Williams asked if the Board could be notified of the meeting so that they may attend; Director Breuer answered that he would notify the board of the meeting date and time.

b. Planning Board Members:

- i. Board member Williams suggested that now would be a good time for everyone to get up to speed on the UDO, to prevent Pender County from falling behind once building in the County picks up; Director Breuer asked if Board member Williams would like for the Board to start a review of the UDO or would the Board prefer for staff to review the UDO for any needed changes. Board Williams stated that he would be satisfied with staff reviewing the UDO for anything that may hold up the building process such as time frames of receiving approvals.

6. Adjournment: Meeting adjourned at 8:00 pm.