

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

MINUTES

**Pender County Planning Board Meeting
Tuesday, October 7, 2014 7:00 p.m.
Pender County Public Meeting Room
805 S. Walker Street, Burgaw, North Carolina**

Call to Order: Chairman Williams called the meeting to order at 7:02 pm.

Roll Call: Chairman Williams

Pender County Planning Board Members:

Williams: McClammy: Baker: Boney: Edens: Marshburn: Nalee:

- 1. Adoption of the Agenda:** Board member Edens made the motion to adopt the agenda; seconded by Board member Marshburn. The vote was unanimous.
- 2. Adoption of the Minutes: (September 9, 2014)** Board member Marshburn made the motion to adopt the minutes; seconded by Board member Baker. The vote was unanimous.
- 3. Public Comment:** Chairman Williams asked if there were any sign-ups for public comment; due to no sign-ups, Chairman Williams closed the floor to public comment and opened the floor for the public hearings.
- 4. Pender County Comprehensive Transportation Plan (CTP) Update:**
Director Breuer introduced Nora McCann, NCDOT. Ms. McCann provided the Board an update as to the progress and next steps in regards to adoption of the Pender County Comprehensive Transportation Plan. Ms. McCann stated that in 2011, the North Carolina Department of Transportation (NC DOT) began the process of updating the transportation plan for Pender County, which is currently the Thoroughfare Plan, adopted in 1999. The plan update, a Comprehensive Transportation Plan (CTP) has been developed along with a Steering Committee comprised of representatives from Pender's municipalities, NC DOT, Pender County staff and a Planning Board representative. Due to unforeseen circumstances, as well as the expansion of the Wilmington Metropolitan Organization's transportation planning boundary, the project has been delayed but is now moving forward towards adoption. Ms. McCann announced a 30-day public comment period opening to solicit further input and comment on the draft plan. The public comment period will run through early November, followed by the formal local adoption process. Mr. Breuer said the Plan will go through the normal planning process with the Planning Board. The draft plan is available online, as well as within the Pender County Planning and Community Development Office. Comments will be accepted via the Pender County and NC DOT websites, as well as written comments submitted to the Planning and Community Development office. Board members requested that copies of the plan be given to absent Board members.

(Public Hearings Open)

5. Public Hearing:

The Pender County Planning Board held a public hearing to receive input in regards to permitting Portable Storage Containers in residential and non-residential zoning districts. Chairman Williams explained that the Planning Department Staff and Board members had been reviewing permitting Portable Storage Containers over the past few months and decided to hold a public hearing to give the public an opportunity to voice their support or concerns on the matter. There were no sign-ups or anyone in the audience that wished to speak on the matter. Director Breuer stated that he did reach out to the newspaper to run something to spark the interest of County residents, staff has the matter list as a discussion item on the Agenda with hopes that the Board will give staff the needed direction so that this matter can be closed. Chairman Williams closed the public hearing.

6. Zoning Map Amendment:

Mark Armstrong, applicant, on behalf of Jack and Ruth Gaye Ingram, owners, requested approval of a Zoning Map Amendment for a general use rezoning of one tract totaling 2.64 acres from RP, Residential Performance zoning district, to GB, General Business zoning district. The subject property is located at 188 Hoover Road (SR 1569) in Hampstead, and may be identified by Pender County PIN 3292-09-0359-000. Planner Christy presented and gave background information for agenda item 6. Planner Christy stated that since the time of the submission of the application, Mr. Armstrong has purchased the property from Jack and Ruth Gaye Ingram and is the current owner as well as the applicant. Board member Baker asked if the surrounding GB, General Business zoned properties had sewer services; Planner Christy replied no, that he believed Pluris was scheduled to service the area in 2015. Mark Armstrong, applicant and owner, gave background information regarding the business he operates and explained the reason for his request was due to the need for more space. Board member Baker commented that he did not see a date on the letter the applicant submitted did staff date stamp the materials; Planner Christy commented that the letter was received with the application packet. Board member Baker requested that staff date stamp the letter in the file with the date that it was received and recommended that future items be date stamped when received.

Board member Edens made a motion to approve the Zoning Map Amendment as presented, Board member Baker added his request for staff to date stamp the items in the file; seconded by Board member Marshburn. The vote was unanimous.

7. Zoning Text Amendment:

Pender County requested an amendment to the Pender County Unified Development Ordinance; Section 7.10, Off-Street Parking and Loading/Parking Requirements, 7.10.5 Surfacing, and Daycare Parking minimum(s). Director Breuer requested to table agenda item 7 until the November meeting. The Board unanimously granted Director Breuer's request to table agenda item 7 until the November meeting.

(Public Hearings Closed)

8. Discussion Items:

a. Planning Staff Items:

- i. Portable Storage Containers (PSC): Director Breuer presented the handout that was provided to the Board and stated that staff requested a recommendation. Chairman Williams read each item that needed a response from the Board, Board members discussed their points and gave their responses; Board members that were absented submitted their responses prior to the meeting, and were considered as well. Staff noted the Boards responses, Director Breuer stated that staff would take the Board's comments, draft the text amendment, and present it to the Board for recommendation.

- ii. Subdivisions: Director Breuer reminded the Board that the Board of Adjustment members had asked staff to look into making changes to the standards of Limited Subdivisions; Director Breuer described the types of Limited Subdivisions that staff was asked to look at changing and presented the Board a spreadsheet showing the different types of subdivisions and their current standards along with a text document showing the proposed changes. Director Breuer stated that staff agreed that updates were needed and would need a recommendation from the Board. Director Breuer asked that if possible staff would like to have a Planning Board member join the subcommittee that is currently made up of and the two Board of Adjustment members; Chairman Williams agreed to meet and represent the Planning Board.

b. Planning Board Members Items:

Board member Baker asked if staff was still on schedule to implement the TRC meetings in January; Director Breuer answered to be honest, no; that staff is limited at this time and he cannot guarantee that that project will be completed by January, staff will continue to work on the project.

9. Next Meeting: November 5, 2014

10. Adjournment: 9:00 pm