

Pender County Planning and Community Development

Planning Division

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MINUTES

**Pender County Planning Board
Work Session
December 4, 2012 7:00 p.m.
Pender County Public Meeting Room
805 S. Walker Street, Burgaw, North Carolina**

In the absence of Chairman Boney, Vice-Chairman Williams presided

Call to Order: Vice-Chairman Williams called the work session to order at 6:15 pm and turned the meeting over to Director Breuer.

Roll Call: There was no official roll call; the following Board members were present.

Pender County Planning Board Members:

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

1. Long Range Planning Update

a. Small Area Planning

i. Currie Implementation

1. Staff presented the implementation schedule for the Currie Small Area plan (SAP). It is anticipated that the schedule will be utilized by the Steering Committee (Implementation Committee) and staff to reach the plan's goals: Director Breuer stated that the Currie Small Area Plan had been adopted by the Board of Commissioners; to meet the concerns of the community which was to make sure the plan was implemented, staff had completed an implementation schedule. Director Breuer stated if there were no questions from the Board he would move on to the next subject.

ii. Maple Hill, Small Area Plan (SAP)

1. Staff presented the drafted schedule to complete the Maple Hill SAP as well as solicit interest for Board member participation on the Maple Hill SAP Steering Committee: Director Breuer stated that Ben Andrea, Senior Planner, had drafted a schedule for the Maple Hill Small Area Plan based off the Currie Small Area Plan schedule and that staff would provide more in depth information at the Board's meeting in January and at that time advertise for a kick off meeting in the community. Director Breuer concluded the discussion by inviting the Board members to consider serving on the Maple Hill Small Area Plan steering committee, Director Breuer added that Chairman Boney had expressed his willingness to serve on that committee and that at a later date staff would provide applications for those who wished to serve.

2. Proposed Text Amendments

a. Technical Review Committee Revisions:

- i.** Staff presented to the Board minor revisions to the Technical Review Committee (TRC) process. The proposed revisions will require a text change within the UDO for the Board's consideration in January; Director Breuer stated that with the current process staff is required to send projects to the Technical Review Committee and through that process staff is experiencing less responses on minor projects; therefore staff would like to amend the existing powers and duties of the Pender County Technical Review Committee so that it could be at the staff's discretion on projects requiring comments from that committee. Director Breuer also stated that staff would submit a text amendment regarding Nonresidential Change of Uses to include language within the UDO giving specific clarity.

3. Current Planning Project Update:

- a. Building Permit Report:** Director Breuer provided a report to the Board and reviewed the amount of Building Permits that had been issued and an estimated cost of construction for the year to date.

- b. Current Projects Under Development:** Director Breuer provided a brief update on current projects which included; Bailey Shops in Hampstead, Advance Auto in Rocky Point, Hampstead Landing and Trenny Lea Subdivision.

4. Adjournment: Work session adjourned at 6:50 pm.