



MINUTES
Planning Board Work Session
Tuesday, December 4, 2018 Pender County Public Assembly Room 5:00 PM

MEMBERS PRESENT: John Fullerton
 Elaine Nalee
 Walter Baker
 Delva Jordan
 Suzann Rhodes

MEMBERS ABSENT: Andrea Carter
 Theatrice McClammy

OTHERS PRESENT: Kyle Breuer, Planning Director
 Trey Thurman, County Attorney
 Pat O'Mahony, Senior Planner
 Travis Henley, Long Range Planner
 Tasha Redd, Administrative Assistant
 Other Staff and Members of the Public.

1 CALL TO ORDER
 Meeting was called to order at 5:07 PM.

2 ROLL CALL

3 ADOPTION OF AGENDA
 Motion to adopt the agenda

a) Motion to adopt the agenda

Moved by Suzann Rhodes, seconded by Elaine Nalee

Motion to adopt the agenda

	For	Against	Abstained	Absent
Suzann Rhodes	x			
John Fullerton	x			
Elaine Nalee	x			
Walter Baker				

Andrea Carter				x
Delva Jordan	x			
Theatrice McClammy				x
	4	0	0	2

CARRIED.

4 PRESENTATIONS

Pender County UDO Update

a) Unified Development Ordinance Update

Director Breuer introduced consultants from Stewart Planners Dave Pettine and Jay McLeod to the Board. Mr. Pettine addressed the Board and provided background information about Stewart and services they have provided for other jurisdictions. Jay McLeod addressed the Board and presented Stewart's plan of approach, goals, phases of the work program and a tentative schedule for the UDO Update.

Mr. Pettine stated that the UDO Update should be ready for review by September 2019. He also mentioned developing a user friendly document by using graphics, tables and flow charts; making the application process easier. An overview of the project was provided that included suggestions on creating a document by consolidating and refining existing text. The main topics to address were identified and the strategy for community engagement and the web site for the UDO update were also provided.

The Board questioned how many public meetings were contracted with Stewart. Staff responded that there would be two. The Board also questioned how the public would be notified. Staff replied that we would rely on the County's website and IT personnel to reach the general public. Staff also stated that they would utilize social media to insure the public would be able to view the plan at hand. The Board mentioned the success of any program is communication. Director Breuer mentioned an in-house communication strategy to include social media. The Board suggested to advertise at the library as well.

Mr. Pettine mentioned the specific priority items of the UDO which included residential zoning districts, creating incentives and modernizing the sign ordinance. Senior Planner O'Mahony pointed out that staff's interest in guidance regarding vacant PD zones on the east side of the county. Discussion ensued regarding sign ordinances/regulations and current PD zoning. Director Breuer explained that the County can no longer govern signs the way it has been traditionally done. The County is allowed to regulate signage by zone and size but cannot regulate the content of the sign. Discussion continued regarding commercial mixed use, coastal and tiered residential zones and UDO incentives.

Stormwater and drainage regulations that included stream restoration, ditch clean out and creek clean out were also suggested to be added to this list of priorities. Mr. Pettine explained access management standards that included road improvement, overlay districts and minimizing conflict on street network. Mr. Pettine introduced floating districts and explained what purpose they would serve in the County. To conclude, Mr. Pettine provided the next steps which included reviewing and refining the UDO Assessment Report to create a draft for the Board to review, development of a UDO Production Schedule and to schedule a follow up meeting with the Board. Both the Board and staff were pleased with the presentation.

5 NEXT MEETING DATE

Work Session
March 5, 2019

6 DISCUSSION

There were no discussion items

7 ADJOURNMENT

Motion to adjourn

Moved by Walter Baker, seconded by Elaine Nalee

Motion to adjourn the Work Session

	For	Against	Abstained	Absent
John Fullerton	x			
Elaine Nalee	x			
Walter Baker	x			
Andrea Carter				x
Delva Jordan	x			
Theatrice McClammy				x
Suzann Rhodes	x			
	5	0	0	2

CARRIED.