



**BELVILLE PLANNING BOARD
REGULAR MEETING MINUTES**

January 6, 2026

Planning Board Members Present:

Scott Milligan, Chairman
Joe Boyd, Vice Chairman
Jonas Williams, Member
Dean St. John, Member
Theresa Heath, Member
Joe Cranford, Member

Planning Board Members Absent:

Kimberly Ganey-Phillips, Member

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Chad Staradumsky, Town Planner

Others Present to Address the Board:

None

ITEM #1 – CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Scott Milligan called the Planning Board Regular Meeting held at the temporary location at Brunswick Community College to order at 6:00 p.m., and wished everyone a Happy New Year, followed by the Pledge of Allegiance to flag. A quorum was present.

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to excuse Mrs. Kimberly Ganey-Phillips. Mr. Dean St. John **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #2 – APPROVAL OF AGENDA

ACTION – Mr. Jonas Williams **MADE THE MOTION** to approve the Agenda. Vice Chairman Joe Boyd **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #3 – APPROVAL OF MINUTES

Chairman Scott Milligan asked for approval of the December 9, 2025 Planning Board Regular Meeting Minutes.

ACTION – Mr. Dean St. John **MADE THE MOTION** to approve the December 9, 2025, Regular Meeting Minutes. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #4 – PUBLIC HEARING

a. ZTA 2025-07 PUBLIC HEARING Combined Development Sign Text Amendment



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ACTION – Mrs. Theresa Heath **MADE THE MOTION** to open the Public Hearing regarding text amendments to Article 3 (Definition of Terms) and Article 12 Sign Regulations, particularly Section 12.12.2 Matrix of Signs Allowed and Section 12.12.8 Combined Development Sign. Mr. Jonas Williams **SECONDED THE MOTION, VOTE WAS UNANIMOUS.**

Town Planner Chad Staradumsky explained our previous discussion that Belville's Zoning Ordinance had no provision allowing shared signage for businesses that are not located on the same parcel. The text amendment would allow businesses within the Central Business District to have shared signage on a street frontage if they share the same development name and covenants. Mr. Staradumsky continued, if the Planning Board agrees with the text amendment, with no revisions, this matter can be brought before the Board of Commissioners.

Chairman Scott Milligan asked if there was anyone present who wished to address the board on this topic. No was present who wished to speak.

ACTION – Mr. Dean St. John **MADE THE MOTION** to close the public hearing. Vice Chairman Joe Boyd **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Chairman Scott Milligan asked if anyone on the board needed further discussion, or wished to speak on this topic. No board member wished to comment.

ACTION – Mr. Dean St. John **MADE THE MOTION** to recommend approval of the Combined Sign text amendment to the Board of Commissioners and approve the Consistency Statement. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Planner, Chad Staradumsky explained that the Board of Commissioners already have two public hearings on the January agenda, for our previous text amendments, so now they will have three.

ITEM #5 – OLD BUSINESS

A. ZTA 2025-08 Open Burning Amendment Discussion

Town Planner Chad Staradumsky explained that he discussed the matter of the stand-alone ordinance with our attorney, Norwood Blanchard who confirmed the procedure for repeal of an ordinance. First, the Planning Board would hold a public hearing. When the Board of Commissioners hold their public hearing, then, they would hold a second public hearing for the formal text amendment process to repeal the stand alone ordinance on the same date.

Vice Chairman Joe Boyd had a question about the language on page 68 of 71. It sounds like there is a work around as the open burning could be approved by forestry or air quality by obtaining a permit. Chad Staradumsky explained that the language we are using mirrors what Leland and St. James are using. Permits can still be applied for, however, they would need to make allowances for land clearing with reduced smoke from debris. There are methods to be used as alternatives. Mr. Staradumsky described one using concrete.



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ACTION – Mr. Dean St. John **MADE THE MOTION** to set up a Public Hearing for the Planning Board for February 10th meeting. Mr. Joe Cranford **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Chairman Scott Milligan asked if there were any other comments.

Town Manager Athina Williams wished everyone a Happy New Year, and congratulated Planner Chad Staradumsky on being 'Employee of the Month.' She informed the board that we will be holding a Ribbon Cutting for the opening of the Multi-use Path on January 15th, and we will send you an invitation.

Town Manager Williams mentioned that you may have seen the barge for driving the pylons for the Belville Riverwalk extension. That work is being done by TD Eure. She informed the board that Town Clerk Sharon Niemann reminded us that the Board of Commissioners' meetings are now held on Tuesdays at 6:00 p.m. at the NC Highway Patrol Training Center, 63 River Road, Belville, NC 28451.

Ms. Williams also reported that there is a building going up beside Bridgewater Wines in the Waterford Shoppes. Nick Newell is also opening a coffee /book and plant shop downstairs from Town Hall.

Chad Staradumsky commented to potential new construction projects: One property annexation near Chappell Loop Road that involves a rezoning. Jodi Bland from Pure Green landscaping still considering property, their permit time has almost expired. Waiting on Evolve to start Phase 2 of Multi-family project near Cape Fear Engineering.

A few other lots near Bridgewater Wines are looking to develop. The ABC Store is doing due diligence on the land beside Circle K. Have to go through NC ABC Commission to be approved. We can email everyone the plans for the ABC Store.

Mr. Dean St. John asked about the stop light / crosswalk at Belville Elementary School. Town Manager Athina Williams replied that we are currently working on the engineering.

Chairman Scott Milligan mentioned there is a construction sign that was left adjacent to Westport Lofts, that mowers are having to work around. We will check into it.

ACTION –Vice Chairman Joe Boyd **MADE THE MOTION** to adjourn. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Minutes Compiled by Sharon A. Niemann

SIGNED:


Scott Milligan, Chairman



ATTEST:


Sharon A. Niemann, Town Clerk