BELVILLE PLANNING BOARD
REGULAR MEETING MINUTES **February 17, 2026**

Planning Board Members Present:

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

Planning Board Members Absent:

None

Staff Present:

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

Others Present to Address the Board:

None

ITEMS #1AND 2– 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., welcomed all, followed by the Pledge of Allegiance to the flag. A quorum was present.

ITEM #3 – APPROVAL OF AGENDA

ACTION – Mr. Jonas Williams **MADE THE MOTION** to approve the Agenda. Mr. Dean St. John **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #4 – APPROVAL OF MINUTES

Chairman Scott Milligan asked for a motion to approve the January 7, 2026 Planning Board Regular Meeting Minutes.

ACTION – Mr. Dean St. John **MADE THE MOTION** to approve the January 7, 2026, Regular Meeting Minutes. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #5 – PUBLIC HEARING #1

a. Public Hearing #1 is for the purpose of reviewing and reporting on proposed text amendments to the Town of Belville Zoning Ordinance, Article 22, Miscellaneous, Article 22.12 Open Burning within the corporate limits of Belville.

ACTION – Mr. Dean St. John **MADE THE MOTION** to open the Public Hearing regarding text amendments to Article 22, Open Burning. Mr. Jonas Williams **SECONDED THE MOTION, VOTE WAS UNANIMOUS.**

Chairman Scott Milligan directed Town Planner Chad Staradumsky to address the board. Mr. Staradumsky reiterated the discussions from the previous meetings regarding Open Burning, indicating this is in relation to limiting opening burning for land-clearing purposes, as it poses significant risks to public health, safety and welfare. Section 22.12 specifically details the purpose, limitations and exemptions and offers land clearing alternate disposal methods. The text amendments are identified in red. 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, but there is not enough time to advertise before the February meeting, so this would be in March. This amendment would be made first, then they can decide to repeal the previous one. Should we move forward, we also must approve the Consistency Statement.

Vice Chairman Joe Boyd wanted to verify the procedure and questioned if the Planning Board needed to do anything with the previous ordinance. Town Planner Chad Staradumsky clarified that if the Board of Commissioners approve this one, then they can make the decision to repeal the former burning language. This order of procedure was also confirmed by Chairman Scott Milligan

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. Chairman Scott Milligan asked for a motion to close the Public Hearing.

ACTION – Mr. Dean St. John **MADE THE MOTION** to close the public hearing. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ACTION – Mr. Jonas Williams **MADE THE MOTION** to recommend adoption of the Open Burning text amendment to the Board of Commissioners for the March meeting, and approve the consistency statement. Mrs. Kimberly Ganey-Phillips **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #6 – OLD BUSINESS
There was no old business to discuss.

ITEM #7 – NEW BUSINESS

7a. FY 26/27 Planning Work Plan Discussion and Recommendation

Town Planner Chad Staradumsky introduced the proposed FY 2026-2027 Work Plan which listed what was accomplished this fiscal year in a Progress Report, and the priorities for the Planning department. For FY 2026-2027 some items were prioritized as high importance, and others on the proposed work plan were listed as medium priority. All the Work Plan tasks would hopefully be accomplished in the next fiscal year, but may depend on the funds available, and the approval of the Board of Commissioners. Planner Chad Staradumsky continued that we are hoping to secure funds in the budget for the Unified Development Ordinance, as this was in the budget for last year, but did not get approved. Mr. Staradumsky has had some conversations with the board and the Town Manager and is hoping to move forward with this process, but we may not know until the budget is approved.

The next item on the proposed Work Plan was review and revision of Article 9, our Review and Approval Procedures, which includes the Subdivision Ordinance, as part of the submittal and review process, and clarify some information on the flow chart.

Mr. Staradumsky continued explaining the next priority item listed is updating and revision of Article 5, Zoning District, Permitted Uses and Dimensional Requirements, and specifically Table 5.2 Zoning District Dimensional Requirements. In brief, this is due to some questions that have risen regarding the language for lot sizes, and some gray areas. Town Manager Athina Williams provided a couple of examples: a property with a billboard where the lot size did not meet the dimensional requirements, or a lift station that is necessary, but only requires a small area. Chad Staradumsky continued sharing some of the minimum lot sizes, and explained that some items are vague and do not fall into either category.

Chad further conveyed the task or action items listed as medium priority include Conditional Zoning, Further Land Use Map Amendment, and planning for compilation of a Land Use Plan which comprehensively plans for the next 15 to 30 years.

Chad asked a question about how the board would like to proceed with some of these procedures. Chairman Scott Milligan opined that it is easier to focus on one article at a time, depending on the complexity. Town Manager Athina Williams opined that it should go to the Commissioners in palatable bites, rather than all at once. Discussion ensued, with some concerns expressing cost effective advertising.

Chad asked if anyone had anything to add or subtract from the Work Plan. Town Manager Athina Williams indicated that we had asked Chad to start working on a GIS mapping system for the Town. This item would show if a parcel has a variance, Special Use Permit or easement, and should appear in the progress report, as it has been started, and we should be able to load the information soon. She asked that it be added to the Progress Report.

Vice Chairman Joe Boyd asked if we have a commitment from the Commissioners on the Unified Development Ordinance (UDO). Chad Staradumsky, said we have had conversations, but no decision as yet. Chairman Scott Milligan asked about the approach.

Chad mentioned that we will initially work on the second and third items listed, while we are waiting for the UDO decision. Article 9 will take several months, as we need to take our time with it, and get it right. In two weeks we will have a discussion about Special Use Permitting, which was previously two quasi-judicial hearings, and now should be only one. We also know we will have other items before the board.

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to present this FY 2026-2027 Work Plan to the Board of Commissioners at our Budget Meeting. Mrs. Kimberly Ganey-Phillips **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

7b. Announcements

Town Manager Athina Williams updated the Planning Board on the progress of the Belville Riverwalk expansion. The pilings are completed, and our contractor, TD Eure is working on the natural surface trail. We have about 190 days left on the project, and we are excited to see the progress.

A survey was sent out to help the WMPO regarding public input on the Safety Action Plan and Town Manager Williams and Chairman Scott Milligan are urging everyone to complete it and send it to your friends and family in the area. The more response the better.

ITEM #8- ADJOURNMENT

ACTION – Mr. Dean St. John **MADE THE MOTION** to adjourn. Mr. Joe Cranford **SECONDED THE MOTION. VOTE WAS UNANIMOUS.** Our next meeting with be March 3rd.

Minutes Compiled by Sharon A. Niemann

SIGNED:

Scott Milligan, Chairman

ATTEST:

Sharon A. Niemann, Town Clerk

TOWN OF BELVILLE
CORPORATE SEAL
NORTH CAROLINA