



**BELVILLE PLANNING BOARD
SPECIAL MEETING**

MINUTES

November 6, 2023

Planning Board Members Present:

Joe Boyd, Vice Chairman
Scott Milligan, Chairman (via telecommunications)
Jonas Williams, Member
Kimberly Ganey-Phillips, Member
Dean St. John, Member
Theresa Heath, Member
Cheryl Jefferson Page, Member

Planning Board Members Absent:

None

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Kerry Wooding, Deputy Finance Clerk

Others Present to address the Board:

None

ITEM #s 1 AND 2 - CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chairman Joe Boyd called the Planning Board Special Meeting to order at 6:30 p.m. A quorum was present. Vice Chairman Boyd led the Pledge of Allegiance to the Flag.

ITEM # 3 - APPROVAL OF AGENDA

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

ITEM #4 – APPROVAL OF THE MINUTES

ACTION – Mr. Dean St. John **MADE THE MOTION** to approve the October 19, 2023 Special Meeting Minutes. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #5 – OLD BUSINESS

Town Manager Athina Williams updated the board on all the following projects:

1. *NC133 Widening project*



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NCDOT is moving along with the widening project, trying only to have lane closures at night, and are usually not working on Fridays. We did not have a formal October update, the next one will be November 16th at 3:00 p.m. The target completion date is summer of 2024.

2. *Drainage*

Town Manager Williams presented pictures of Olde Towne during the last storm. Stormwater feasibility grant awarded \$93,000, and the contractor will be Withers Ravenel. We are doing an assessment of how the drainage flows, and the study will focus on a few hot spots, and what we can do to solve the drainage issues. Town has to provide the matching \$95,000.

3. *Riverwalk Trail Phase II -*

We will soon move forward with the geotechnical report (soil samples) and surveying for The Riverwalk Trail extension. We are looking into putting a parking lot at the end of the Riverwalk Phase II, but have to wait until the widening project is completed. They will be finalizing the mapping of the exact Riverwalk path so that we can finish get our CAMA permitting done, and then the project can go to bid. We already have the jurisdictional permit from the Army Corps of Engineers.

4. *Multi-use Path –*

We opened bids on October 30th, and had four contractors respond. One contractor was eliminated because they only replied to one bid. The project encompassed EB-6025 and EB-6026. We had enough bidders to move forward, but none of the bids were within the 10% of the engineers' cost estimate. . So we re-bid the project, and the closing date is November 15th.

5. *Belville Riverwalk Stoplight and Entrance Relocation –*

We are happy to announce the WMPO has given us the funding for the stoplight at the Belville Elementary School. This project will include relocation of the entrance and additional parking spaces. Not including the parking spaces, the project will be approximately \$1.3 Million dollars.

ITEM #6 – NEW BUSINESS

Town Manager Athina Williams presented a memorandum from Planning Consultants Karen Mallo and Liza Monroe suggesting some text amendments for Article 9 of the Zoning Ordinance and the Subdivision Regulations Ordinance. Most of the text edits refer to administrative changes such as correcting the name of Agencies, or changing from Town Administrator to Town Manager. One correction was in the Subdivision Approval Process Diagram. Discussion ensued. An ordinance authorizing the text amendments was also proposed.

ACTION – Mrs. Kimberly Ganey **MADE THE MOTION** to recommend that the text amendments to Article 9 of the Zoning Ordinance and the Subdivision Ordinance be brought to a public hearing at the



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next Planning Board Meeting on December 5, 2023. Mr. Dean St. John **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Discussion ensued over the new Memo style, and Planning Board members indicated it was simple to review.

ITEM #7 – ADJOURNMENT

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

Minutes Compiled by Sharon A. Niemann

SIGNED:

Joe Boyd, Vice Chairman

ATTEST:

Sharon A. Niemann, Town Clerk