



**BELVILLE PLANNING BOARD
REGULAR MEETING**

MINUTES

December 5, 2023

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
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

Chairman Scott Milligan called the Planning Board Regular Meeting to order at 6:27 p.m. A quorum was present. Chairman Milligan led the Pledge of Allegiance to the Flag.

ITEM # 3 - APPROVAL OF AGENDA

ACTION – Mrs. Cheryl Jefferson Page **MADE THE MOTION** to approve the Agenda. Mrs. Kimberly Ganey-Phillips **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #4 – APPROVAL OF THE MINUTES

ACTION – Mr. Jonas Williams **MADE THE MOTION** to approve the November 6, 2023, Regular Meeting Minutes. Vice Chairman Joe Boyd **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #5 – PUBLIC HEARING



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Public Hearing is for the purpose of reviewing and reporting upon proposed text amendments to Article 9 of the Zoning Ordinance and Section 303 of the Subdivision Ordinance. The proposed amendments will clarify procedures for site plan approvals and properly identify participating agencies.

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to open the Public Hearing. Mrs. Kimberly Ganey-Phillips **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Town Manager Athina Williams opened the discussion, explaining that the main goal of the amendments is to clarify language and properly identify the procedures during the Technical Review Committee Meetings. It will clarify the procedures for site plan approvals. There was no one present who wished to address the Board.

ACTION – Mrs. Cheryl Jefferson Page **MADE THE MOTION** to close the Public Hearing. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ACTION - Mrs. Cheryl Jefferson Page **MADE THE MOTION** to recommend the Article 9 of the Zoning Ordinance and Section 303 of the Subdivision Ordinance text amendments to the Board of Commissioners for approval, including the changes in the Certificate of Zoning Compliance Approval Process Diagram, as proposed. Vice Chairman Joe Boyd **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #6 – NEW BUSINESS

a. Discussion on Article 10 – Landscaping and Tree Protection

Town Manager Athina Williams requested that the board review the regulations and ordinances referring to buffers and easements. The ordinance does not clarify what happens if the abutting property is not in our jurisdiction and does not provide for administrative variances. If you are in agreement, our planning consultants can look at it and make suggestions.

Chairman Scott Milligan decided this is definitely something we should consider.

Mayor Mike Allen addressed the board to wish them a Merry Christmas. He knows the Planning Board will be very busy in the next couple of years, as we are growing. Brunswick County has more permits county wide than any other county. Mayor Allen talked about growth in Belville and also the Cape Fear Memorial Bridge maintenance issues and proposed replacement. Mayor Allen thanked the Planning Board and said you cannot move forward without a good Planning Board.

ITEM #7 - ADJOURNMENT

ACTION – Mr. Jonas Williams **MADE THE MOTION** to adjourn. Mrs. Kimberly Ganey-Phillips **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Town Manager Athina Williams thanked the board, wished them a Merry Christmas and invited them to a reception.



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Minutes Compiled by Sharon A. Niemann

SIGNED:

Scott Milligan, Chairman

ATTEST:

Sharon A. Niemann, Town Clerk