



**BELVILLE PLANNING BOARD
REGULAR MEETING**

MINUTES

April 9, 2024

Planning Board Members Present:

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

Planning Board Members Absent:

Kimberly Ganey-Phillips, Member

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Chad Staradumsky, Planner
Jace Sanchez, Administrative Assistant
Karen Mallo, Planning Consultant (via telecommunications)

ITEM #1 AND #2 – CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Scott Milligan called the Planning Board Regular Meeting to order at 6:30 p.m. A quorum was present. Chairman Milligan led the Pledge of Allegiance to the Flag.

ITEM #3 – APPROVAL OF AGENDA

ACTION – Mr. Jonas Williams **MADE THE MOTION** to excuse Kimberly Ganey-Phillips from the meeting. Vice Chairman Joe Boyd **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ACTION – Mrs. Theresa Heath **MADE THE MOTION** to approve the Agenda. Mr. Dean St. John **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Chairman Scott Milligan introduced the new planning board member, John Weaver to the board. Mr. John Weaver remarked that he is looking forward to working with the board.

a. Introduction of Planner

Town Manager Athina Williams introduced the new Planner, Mr. Chad Staradumsky, inferring that he was a local government veteran and a great asset, and we are happy to have him. Chad Staradumsky commented he has worked in Pender County, Burgaw, and Sunset Beach, and is happy to be closer to home.

ITEM #4 – APPROVAL OF MINUTES



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ACTION – Mr. Jonas Williams **MADE THE MOTION** to approve the March 5, 2024, Regular Meeting Minutes. Mr. Dean St. John **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #5 – PUBLIC HEARING

The purpose of the Public Hearing was for reviewing and reporting on text amendments to the Zoning Ordinance in Articles 9 and 10 regarding requirements to landscape buffers, and modifications allowing administrative decisions on landscape buffers.

ACTION - Vice Chairman Joe Boyd **MADE THE MOTION** to open the Public Hearing. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.** There was no one present from the public who wished to speak.

Chairman Scott Milligan recognized staff to discuss the buffers. Town Manager Athina Williams indicated that we have not received any comments from the public, and that our attorney has approved the language in the text amendments. Planning Consultant Karen Mallo joined via telecommunications and gave a presentation summarizing the text amendments to Articles 9 and 10, relative to our previous meetings.

Section 9.8.2.A allows the Town Manager to make administrative decisions on buffer placement, width and plantings when site constraints are present, restricting normal buffer placement. Section 10 was amended to include all residentially zoned districts (changing the text from the previous language which only looked at R-10 and R-15 zoning districts). Preservation of existing vegetation was also amended in Section 10.2.2.2 and 10.2.2.3, along with a table detailing the specific requirements for the width and composition of the buffers. Consultant Mallo described the images depicting opacity, the standards that should be followed, and responsibility regarding maintenance, guarantees and enforcement. After two years, if the opacity is not met, additional buffering would be required.

Chairman Scott Milligan had a question regarding the language, ‘Town Manager vs. Town Code Administrator.’ Town Manager Williams explained that in the future, these may be two different people and the verbiage is correct. Town Manager Athina Williams directed a question to Karen about the overlay districts, and Ms. Karen Mallo indicated there were no conflicts with the overlay district.

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

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to recommend approval of the text amendments in Articles 9 and 10 to the Board of Commissioners along with a Consistency Statement and for the adoption of these changes. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #6 – OLD BUSINESS

- a. Discussion on Zoning Ordinance Article 12 – Sign Ordinance



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Planning Consultant Karen Mallo described text amendments that the board has been reviewing in the Multi-Family District, which were not previously considered in Article 12. Signs could be illuminated if the light is downward facing or shielded to avoid casting light off-site. The board reviewed the text and changed references to pole signs to monument signs. The sign face area is limited as a percentage of the building wall area, and cannot exceed two signs per building. Sign regulations were also assigned to the BR, CBD and PI Zoning Districts. Discussion ensued. Illuminated signs would be allowed in PI, but not in Multi-family districts.

Ms. Mallo will clean up the language to remove references incorrectly labeled as pole signs and will bring it back to the board. Chairman Scott Milligan thanked Karen Mallo for all her work on this item.

b. Project Updates – Town Manager Athina Williams updated the board on the ongoing projects.

Economic Development Consultant Robin Spinks joined the meeting via telecommunications to present an Economic Impact Analysis for New Belville Downtown. Robin described the scenario of economic impacts of having a mixed-use development of medical, offices, a hotel and retail with apartments above, similar to the Mayfaire shopping area in Wilmington. The first numbers were in January of 2021, and Ms. Spinks described the changes in the second column March 2024. Robin described how many jobs would be created for construction, and the annual impacts for ongoing operations. The population has increased, as have construction costs.

Town Manager Athina Williams indicated we are currently pursuing funding for property available in downtown, and we are trying to gain possession of the land. We anticipate Phase 1 environmental studies to see if remediation is needed, as the former environmental studies were last done in 2006. We are working with NC Commerce and USDA. We are at the point where we need to develop a work plan with action steps and get that outlined so we can move forward. We want to be in the best position possible.

We will ask a couple members of the Planning board to be on this study. We moved this out to the market for someone to develop a concept. They cannot put it together until the land is in our control. Grant opportunities are not available for purchasing property. We are investigating which grants we need to go after, and the next steps to make this happen.

ITEM #7 – NEW BUSINESS

a. Training Opportunities

Town Manager Athina Williams informed the board that former Wilmington Planning Director Glen Harbeck will be providing us with training, and will be here at the May meeting. He will also be working with the Commissioners preparing them for a 2040 or 2045 Vision pretreat.

Administrative Assistant Jace Sanchez provided an update on Founders Day; an event including food trucks, vendors, and a water slide to be held May 4th. The vendors are at full capacity. The chosen charity is the Boys and Girls Club, which recently expanded to Brunswick County and they are providing



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after school care at Supply Elementary and Town Creek. Our movie night featuring Super Mario Brothers was a big hit. April 17th we are having a fundraiser at Highway 55.

Our Planner, Chad Staradumsky, will be working on performance standards and bonds, to make sure the Town is protected.

ITEM #8 – ADJOURNMENT

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to adjourn the meeting. 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