



**BELVILLE PLANNING BOARD  
REGULAR MEETING**

**MINUTES**

**AUGUST 6, 2024**

**ORIGINAL**

Planning Board Members Present:

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

Planning Board Members Absent:

Dean St. John, Member  
Kimberly Ganey-Phillips, Member

Staff Present:

Sharon Niemann, Town Clerk  
Chad Staradumsky, Planner  
Eli Sylvester, Planning Intern

**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 approve the Agenda. Vice Chairman Joe Boyd **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

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

**ITEM #4 – OATHS OF OFFICE**

Town Clerk Sharon Niemann administered the Oath of Office to Joe Boyd, who will serve a three-year term on the Planning Board expiring in July of 2027. Vice Chairman Joe Boyd took his seat.

**ITEM #5 – APPROVAL OF MINUTES**



**BELVILLE PLANNING BOARD  
REGULAR MEETING**

**MINUTES**

**AUGUST 6, 2024**

**ACTION** – Mrs. Theresa Heath **MADE THE MOTION** to approve the Regular Meeting minutes of July 9, 2024. Mr. John Weaver **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

**ITEM #6 – PRESENTATION**

Chairman Scott Milligan asked Mrs. Theresa Heath to come forward and presented her with Proclamation **R24-30 – A Proclamation Expressing Thanks and Appreciation to Theresa Heath for Service and Dedication to the Town of Belville since April 1, 2019.** Chairman Milligan said this resolution summarized all things we covered in the last five years. Chairman Scott Milligan thanked Theresa Heath and said he looked forward to her continuing with the board.

**ITEM #7 – OLD BUSINESS**

a. Discussion on Major / Minor Site Plan Procedures

Town Planner, Chad Staradumsky, who introduced this subject at the last meeting, gave some background on why we are looking at the Major / Minor Site Plan procedures. Mr. Staradumsky informed the board that the text amendments are suggestions to clarify the difference between major and minor and make it more definitive for the applicant. Chad Staradumsky shared the Text Amendment Staff Report and asked the board to consider the amendments to separate these into distinctive definitions in Article 3. Chad has suggested amendments to **Article 9 Review and Approval Procedures** regarding Site Development proposals and the procedures for Subdivision proposals.

Chad suggested starting the conversation with an amount related to heated square feet for the residential buildings. He looked at Southport and Elizabethtown and other surrounding beach towns and proposed 10,000, 15,000 or 20,000 sq ft. Discussion ensued.

Mr. Staradumsky reviewed the definitions that we currently have in place. He reviewed the proposed definition for **Site Plan Development Minor.** Basically, this would include anything that staff could handle with a Certificate of Zoning Compliance. If a TRC Meeting is involved, this would be a Major Development. Discussion ensued. He will remove the word 'driveways.' Vice Chairman Joe Boyd suggested a few more words to further clarify the definitions. Discussion included number of lots, subdivision for multi-family units, or someone subdividing one lot for family use. Discussion ensued. The board discussed some of the buildings in Town and queried what the square footage is. The board tasked Town Planner, Chad Staradumsky to further investigate some of the current buildings, so we can use that as starting point. The language will need to be 15,000 or less, then 15,000 or more. Chad mentioned we need to define which applications will need to go through the TRC process, and which would go to the Planning Board.

Mr. John Weaver recommended 20,000, from his experience in Horry County. The board discussed some huge beach houses with 10 to 14 bedrooms that are pushing 10,000 sq ft or more. At the next meeting we will continue this discussion.



**BELVILLE PLANNING BOARD  
REGULAR MEETING**

**MINUTES**

**AUGUST 6, 2024**

**ITEM #8 – ADJOURNMENT**

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

**Minutes Compiled by Sharon A. Niemann**

SIGNED:

  
\_\_\_\_\_  
Scott Milligan, Chairman



ATTEST:  
  
\_\_\_\_\_  
Sharon A. Niemann, Town Clerk