



**BELVILLE PLANNING BOARD
REGULAR MEETING**

MINUTES

September 10, 2024

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
John Weaver, Member

Planning Board Members Absent:

None

Staff Present:

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

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

Town Clerk Sharon Niemann, asked for a correction on the Agenda, the Resolution number for Dean St. John was incorrect, and should be R24-36. Planner Chad Staradumsky asked for a correction, adding under new business, Final Plat approvals.

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to approve the Agenda with the changes indicated. Dean St. John **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #4 – APPROVAL OF MINUTES

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to approve the Planning Board Regular Meeting minutes of August 6th, 2024. Dean St. John **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #5 – PRESENTATION



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ACTION – Mr. Jonas Williams **MADE THE MOTION** to approve **Resolution 24-36 A Resolution By the Belville Planning Board Expressing Thanks and Appreciation to Dean St. John for Service and Dedication to the Town Dedication to the Town of Belville since 2016**. Vice Chairman Joe Boyd **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #6 – OLD BUSINESS

Town Planner Chad Staradumsky presented the Staff Report which initiated proposed text amendments to Article 3 and Article 9 regarding the Major and Minor Site Plan Developments and Subdivision Ordinance. The changes proposed would give definitions so that applicants could easily determine if their project was a Major and Minor Subdivision.

Mr. Staradumsky had investigated the buildings in the vicinity so the board could get clarification of the total heated square footage. The Lowe's Home Improvement is 100,000 square feet with 27,000 square foot garden center. He also described the Waterford business center and the Clarendon Properties which is a five building development the Planning Board recently approved. Discussion ensued on where to draw the line for Minor or Major. Both Chairman Scott Milligan and Vice Chairman Joe Boyd gave their thoughts, confirmed by planner Chad Staradumsky as typical. Town Manager Athina Williams confirmed that we modeled the initial text of 75,000 sq ft after Brunswick County's ordinance, but she is comfortable with 15,000 or 20,000 sq. ft. so it will still allow larger projects, but not be too burdensome on Town Staff. She mentioned that Owen Gidlow, our surveyor, also agreed with these specifications. The board decided to go with 15,000 square feet as the determination, so Article 3 would read: Total building floor area of 15,000 or more would be considered Major, and projects less than 15,000 square feet would be considered minor.

ACTION – Vice Chairman Joe Boyd **MADE THE MOTION** to hold a Public Hearing at the next Planning Board Meeting on October 1, 2024. Mr. Jonas Williams **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

ITEM #7 – NEW BUSINESS

a. Final Plat Certifications

Mr. Chad Staradumsky then reviewed the Final Plat certifications with the Planning Board. This will be removed from the minor or major development applications, and will be considered under the subdivision and commercial regulations. The board considered the proposed language, and reviewed ordinances from Brunswick County, New Hanover County, City of Whiteville and regarding the final plat certifications.

Discussion ensued among the board members. Vice Chairman Joe Boyd and Chairman Scott Milligan suggested old text in red and new text in blue to clarify the changes, and Planner Chad Staradumsky agreed that this was a good path forward.



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Chairman Scott Milligan mentioned family tracts of land that are sometimes subdivided for family members and wanted to make sure we include this instance. Our Planner will continue editing this section and it will come back to the Planning Board next month.

b. Legislative Update

Attorney Norwood Blanchard presented the August 2024 Legislative and Caselaw Update as compiled by Adam Lovelady from the School of Government. This legislation is being considered, but has neither passed, or vetoed yet. The presentation included these topics:

Permit Delivery – State and local governments must mail or email permits instead of requiring the permittee to pick them up.

Advanced Air Mobility Radar Systems – This would be regulations for drones

Battery Charged Security Fences – This would limit local government authority for enforcement

Moving and Removing On-Premises Signs – Outdoor advertising signs if already on the property can be required to be replaced, however the municipality may have to pay for those non-conforming sign removals and the new sign. This has brought about discussion for digital signs, which sometimes glared and are not liked in neighborhoods.

Performance Guarantees - after developer finishes project, local government must inspect, if there is a dispute, developer has option of getting a professional engineer. You have 30 days to return it or get engineer to certify it. Cannot require a performance guarantee after five years.

Curb and gutters, could not be above what NCDOT would require. Developers have to meet the Department of Transportation standards.

Sidewalks in the ETJ – New law would require sidewalks if municipality accepts long-term maintenance responsibilities by written agreement with NCDOT. This discussion also involved backflow preventers cannot require inspection every year.

Attorney Norwood Blanchard explained that this legislation has not passed yet.

ITEM #8 – ADJOURNMENT

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



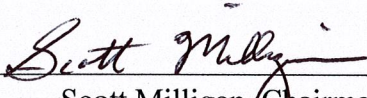
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Minutes Compiled by Sharon A. Niemann

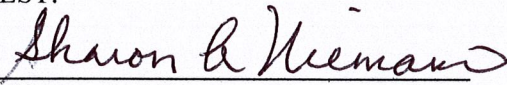
SIGNED:



Scott Milligan, Chairman



ATTEST:



Sharon A. Niemann, Town Clerk