



APPEARANCE COMMISSION
REGULAR MONTHLY MEETING
March 20, 2025 — 2:00 p.m.
Meeting Minutes

Call to Order and Pledge

Chair Felch called the meeting to order at 2:00pm on March 20, 2025. Members present were Martha Edwards, Julia Ducharme, Eddie Stallings, Arthur Stadiem. Also, present included Town Planner Charlie Rocci and Town Clerk Missy Shine. Simone Pate, Dannie Bruno, Penny Holland, Steve Sheppard and Water Steele were absent.

Approval of Agenda

Member Stallings motioned to approve the agenda as presented with a second from Member Edwards. The motion passed unanimously.

Approval of Absences

Member Edwards motioned to approve Members Pate, Steele, Holland and Bruno as excused absences with a second from Member Sheppard. The motion passed unanimously.

Approval of Minutes

Member Stallings to approve the January 16, 2025, minutes as presented with a second by Member Ducharme and passed unanimously.

Strategic Planning

Member Holland was absent so no update was given.

Presentation

Brent Toler, Vegetation Specialist for CCEC

Brent Toler, the vegetation coordinator for Carteret Craven Electric, introduced himself and his colleague Melissa Glenn, the communications director at the co-op. Mr. Toler presented information about the company's vegetation management practices and plans for Pine Knoll Shores.

Key points from Brent's presentation included:

- The company is planning to conduct right-of-way cutting after Labor Day this year.
- They aim for a more holistic approach to protect utilities and manage vegetation.

- The company is implementing a marketing program to prepare for the work and improve communication with the town.
- They plan to work in the area during the winter to minimize disruption during the busy summer season.
- The goal is to trim the complete system and then leave for 2-3 years, aiming for a 3–4-year cycle.
- They are implementing ANSI pruning standards and focusing on proper pruning techniques.
- The company is addressing issues with past improper pruning methods.
- They are removing trees 8 inches or less in diameter within the right-of-way area.
- Special consideration is given to yard trees and planted trees near poles.
- They are working to eliminate "topped" trees and promote low-height vegetation in the right-of-way.
- The company is also addressing dead and hazardous trees that pose a risk to power lines.

Mr. Toler provided data on outages and explained their approach to reducing them through vegetation management. He also discussed their practices regarding tree removal, stump management, and herbicide use.

Several committee members asked questions and expressed concerns about specific trees and areas in the town. Mr. Toler assured them that the company aims to work closely with the town and property owners to address concerns and communicate their plans effectively.

Arbor Day Celebration Tree Planting

Planning Administrator, Charlie Rocci mentioned that the town would be participating in a tree planting as part of their Arbor Day celebration. This event contributes to Pine Knoll Shores' continued participation in the Tree City USA program, marking the Town's 25th year in the program. Planner Rocci noted that the town works with the Arbor Day Foundation, which provides tree giveaways every few years. There was a brief discussion about the membership fee for the program, which Planner Rocci believed to be less than \$50.

Planners Report

1. A subcommittee is working on updating the CAMA Land Use Plan, last done in 2015. This plan guides future land use in the town and is required by the state.
2. The town is looking at a long-term Pedestrian Plan update. The first meeting for this initiative took place recently, with the main outcome being the need to consider multimodal transportation in the comprehensive plan, including golf carts, bicycles, and pedestrians.
3. Planner Rocci is working on a grant application to update Beach Access C Memorial Park and Beach Access H at the Clamdigger. This is a Division of Coastal Management 50% match grant to update infrastructure on the walkways to increase their longevity.

April Inspection Schedule

30-5: JD and SP

6-12: AS and SS

13-19: ES and SF

20-26: PH and ME

27-3: WS and DB

Adjournment

Member Edwards motioned to adjourn with a second from Member Ducharme. The motion passed unanimously.

Missy Shine, Town Clerk

Minutes created by Town Clerk Missy Shine with the use of HeyGov ClerkMinutes