



STRATEGIC PLANNING COMMITTEE
REGULAR MONTHLY MEETING
Wednesday, November 6, 2024
3:00 – 5:00pm

Agenda

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| I. Administration | (5 Minutes) |
| <ul style="list-style-type: none">a. Call to Orderb. Approval of the Agendac. Approval of Absenteesd. Approval of Minutes | |
| II. Liaison Updates | (20 Minutes) |
| <ul style="list-style-type: none">a. BOC Updateb. Planning Board Updatec. AC Updated. Town Staff Update | |
| <div>Commissioner Ferguson
Member Michelle Powers
AC Member Holland
Town Manager Anderson</div> | |
| III. New Business | (15 Minutes) |
| <ul style="list-style-type: none">a. 2025 Offsite Planning Suggestions | |
| IV. Old Business | (60 Minutes) |
| <ul style="list-style-type: none">a. Review feedback SP Presentationsb. 2025 Speakers: Dates to be determined<ul style="list-style-type: none">1. Town Manager Julie Anderson2. Lee Padrick, Chief Economic Development Planner in the DOC's Rural Planning Center, Greenville3. Don Kirkman: County Economic Development; Braxton Davis, NC Coastal Federation4. Sonny Cunningham, Public Service Director5. Chief Jason Baker, FD/EMS6. EVs – Future Planning, Infrastructure, Preparation, Pros/Cons/Ordinances
Jimmy Beckom & Mike Lamarc. Ongoing: Census/Snapshot of PKS – Cindy Schersching | |
| V. Meeting Conclusion | |
| <ul style="list-style-type: none">a. Next SPC Meeting: December 4, 2024 @3:00 p.m.b. Adjournment | |

Strategic Planning Committee Meeting Minutes October 2, 2024

Call to Order

Chairwoman Jeanne Biddle called the meeting to order at 3:00 PM and welcomed all in attendance.

Members Present: Member Christine Voss, Member Jimmy Beckom, Vice Chairwoman Suzanne Wheatcraft, Mayor John Brodman, Member Michelle Powers, Member Cindy Scherschling,

Members Absent: Commissioner John Ferguson and Member Mike Lamar

Staff Present: Chief Ryan Thompson, Town Manager Julie Anderson

Others Present: Appearance Member Penny Holland

Approval of Agenda

Mayor John Brodman made a motion to approve the agenda with a second from Town Manager Julie Anderson. The motion passed unanimously.

Approval of Absentees

Member Michelle Powers made a motion to approve the absentees with a second from Member Jimmy Beckom. The motion passed unanimously.

Approval of the Minutes

Member Michelle Powers made a motion to accept the June meeting minutes as amended with a second from Mayor John Brodman. The motion passed unanimously.

Liaison Updates

Board of Commissioners: None Present

There was no Commissioner present during the meeting. See Town Manager Julie Anderson's staff report for further information.

Planning Board: Member Michelle Powers

The Planning Board met last night because the previously scheduled meeting did not have a quorum. At the meeting, the Planning Board did not approve anything that was put before them last night. The Planning Board was asked to look at changes to Chapter 74 and the Planning Board did not have any prior information about the change, and it concerned them. The Planning Board wanted to put the changes on hold until they received further information from Town Planner Charlie Rocci.

Appearance Commission (AC) Member Penny Holland explained the current process for the AC in Chapter 74 and why they approved the change to Chapter 74 regarding the single-family

landscaping permitting process and tree preservation. AC Member Holland explained that they do not have any enforcement authority as long as the site meetings all the current code of ordinance and zoning laws. There is consideration for AC members to participate in initial Single Family Landscaping pre-conference in the future to help educate new property owners.

Member Powers told the group that the Planning Board was unhappy, and they felt their time was wasted because they did not have any information ahead of the meeting. The Planning Board recommended the updates to Chapter 74 be included as part of the UDO. Mayor Brodman and AC Member Penny Holland talked about making the Chapter 74 language regarding marking regulated trees on new build lots more clearly and solidifying the language making it a requirement.

Member Powers talked about the re-zoning request that the Planning Board heard last night and subsequently denied. Member Powers reiterated that they were unhappy with how the process took place and they felt that they did not have much information ahead of the meeting. Member Powers said the Planning Board is concerned that they feel they do not get timely information before meetings.

There was a lengthy discussion that followed about past practices regarding single-family landscaping, site visits, and tree preservation compared to current practices. Member Powers mentioned that there are several opening on the Planning Board and asked the group to spread the word to volunteers they feel were qualified.

The group then discussed, at length, the zoning decision that the Planning Board made last night regarding 112 Salter Path Road.

Appearance Commission: Appearance Commission Member Penny Holland

The Appearance Commission has had quite a few site visits recent for dead Red Bay trees from Laurel Wilt disease. The AC would like future tree removal permits for obvious dead Red Bay trees to include a picture, which would help expediate their inspection process. They are going to try this process for the next three months to see if it improves the process. Member Holland also brought a recent case to the attention of the group where an individual has filed repeat applications that have all been denied. The owner of that property is utilizing social media to threaten that he is going to have the trees removed despite being denied.

Town Update: Town Manager Julie Anderson

Town Manager Julie Anderson told the group that the Carteret County Beach Commission met last Monday. The State of the Beach report will be put on the Town website soon. In the report, it states that PKS lost the most sand in the recent inclement weather. The Beach Commission voted to start the planning process for a maintenance beach renourishment. This process will likely take at least two years before any sand is placed on the beach. If the sand loss continues, the Town risks hitting our FEMA trigger for sand cubic yardage, which could prevent us from getting future federal funding.

There was a group discussion on the current state of the beach, sand fencing, and dune vegetation.

Town Manager Anderson gave an update to the group on the Public Services storage building that is currently under construction. After the most recent storm that moved through the area, Town Manager Anderson reported that our Town's storm water system worked as intended and moved millions of gallons of water from our streets and rights-of-way. Town staff will meet with the Crystal Coast Country Club in the coming weeks to review our MOU and solidify our procedures moving forward.

Chairwoman Biddle thanked Town Manager Anderson for her communication throughout the recent storm and storm water pumping event.

There is a regularly scheduled BOC meeting next Wednesday, October 9th. The audit firm will give their report to the BOC regarding the Town's annual audit. The BOC will have a special meeting on October 17th regarding updates to Chapter 74 and the rezoning request of 112 Salter Path Road.

The current plan for the UDO is for the BOC to review the Zoning Map, Use Table, and Article 2 at their regular meeting in November.

New Business

2025 Off-Site Planning

Chairwoman Biddle asked the group to consider what all should be included in the off-site presentation and to let her know.

US Global Change Research Program Climate Literacy Guide

Member Voss shared the following link with the group regarding the US Global Change Research Program Climate Literacy Guide:

<https://downloads.globalchange.gov/Literacy/Climate-Literacy-Guide-2024.pdf>

Old Business

Feedback from ongoing SP Presentations & Updated Schedule dates Deadline for feedback: November

Chairwoman Biddle would like to compile all of the feedback that the group gets as a result of their presentations. She will input the information into a spreadsheet to give to the BOC at the off-site.

Member Voss gave a brief on her presentation of the updated Strategic Plan to the North Carolina Aquarium staff. She also brought up some of the feedback that she received.

September Speaker feedback: Modification of Strategic Plan and/or identifying statements for future updates

Chairwoman Biddle reviewed the speaker that gave a presentation to the group last month. Member Schersching talked about locations for possible designated cooling centers in the future. Mayor Brodman sent an invitation to Lee Padrick to come to a future meeting and review the updated Strategic Plan. Lee Padrick was part of the original group that formed the Town's Strategic Plan.

Ongoing: Census/Snapshot of PKS

Member Schersching talked about having a survey of some detail and give everyone in Town the opportunity to give input on a variety of topics. The group discussed the idea of a census/snapshot and how best to facilitate it.

Next Meeting

Chairwoman Jeanne Biddle noted the next regular meeting would be on November 6th, 2024, at 3:00pm.

Motion to Adjourn

A motion was made by Member Michelle Powers to adjourn the meeting. Member Voss seconded the motion, and the meeting was adjourned at 5:21 PM.

20241009 Notes from Adjustment Board on SPC

- Interactive Web Site for the Town

NOTE: This is already in existence. However, Julie and Missy are working on easing the accessibility for the form. Once the form is completed, it goes to an automatic email box and responses from the Town go directly back to the individual that commented.

- Tree Removal/Replacement Ordinance does not make sense in its current form.
- Need for clarity and logic in ordinances to improve understanding.

NOTE: As mentioned, the UDO should improve everyone's understanding, but we will no doubt need to make appropriate revisions or clarifications as needed.

- There needs to be consequences for not following ordinance.
- Acting first and then request variance.

NOTE: As mentioned, the new UDO will include a pre-meeting to be conducted. This should reduce the number of times this issue emerges.

- Communication in preparation for as well as post disaster

NOTE: The Town Manager is in the process of gathering information from the western part of the state which will be incorporated into our planning process. Benchmarking was incorporated into the Town Manager's goals for 2024, and she has identified HELENE preparations and response as the best item to benchmark.

- Evacuation methods need enhancement such as sirens or other means.
- Need for better interorganizational communication

- In nurturing a sense of community, it would be helpful if all stakeholders were on the same page, from the top down, reading from the same book (or UDO) so to speak. Everyone needs a clear understanding of who we are, our special resources and challenges, our goals and how we achieve them.
- Perhaps Strategic Planning could develop and implement effective means of pushing the information out, potentially starting even before a prospective buyer chooses PKS, and building on that throughout residency, effectively nurturing, growing and improving our sense of community.
- 1- Ref: Proposed Interactive Website for input recommendations identifying Wants/
- Needs & Improvements.
Site inputs will require careful evaluation, separating mere "Wants"(that others may or may not care for) and "Needs" whose costs require tax increases or reduction of other budget items from earlier annual budgets. At any rate, "high" costs items should be evaluated carefully and may require approval by voters using even appropriate elections to assure majority concurrence.
- 2- Tree Ordinance: No document can adequately address or accommodate all tree growth arrangements. Such requirements do not always provide acceptable improvements that restrict property use appropriate to the homeowner's financial investment. At times, regulations can't always improve every yard. Hence a need will always exist for Bd. Of Adjustment review/actions.

Garden Club Strategic Plan Feedback

The Town of Pine Knoll Shores is a designated sea turtle sanctuary. All species of sea turtles that nest here are either threatened or endangered.

Nesting begins in May, and runs through August. Hatching begins in early July, and continues until the last nest hatches. Sea turtles often nest up in the dunes, especially when the beach is narrow. The newly planted grasses and sand fencing do present impediments to both the sea turtles and the 70-plus volunteers who care for and monitor the nests.

Hatchlings need the ability to see the ocean in order to 'go home. From time to time, some grass may have to be removed to afford access to hatchlings.

We are also trying to cut down on beach-facing lighting, as hatchlings will go to the brightest light they see. If the lighting is in a parking lot, by a pool, or on someone's porch, they will die. Bright light also disorients nesting turtles, and can drive them back into the ocean where they drop their eggs - which also die. All ocean facing lighting should be yellow, red, or shielded on the ocean facing side.

Feedback from PARC

1. Consider the addition of lifeguards at strategic points along the beachfront or increasing the number of patrols on the beach during the summer season.
2. Add public parks, trails, public parking, and other recreational facilities on the town's existing website map.
3. Add a section to the website for VISITORS; link the map of public beach access, as well as the limitations for existing road speeds, and other safety-related information such as the phone number of the duty officer, how to report incidents, etc.
4. Solicit input for activities such as PARC's survey to gauge the interest in activities and events that might be considered.
5. Publish the dates/times of public maintenance activity (road closures, road re-surfacing, etc.) on the town website and push the locations to the town website map.
6. Link the PARC events that require registration from the Town Calendar to the website for registration. For example, neither the Pickleball tournament nor the Turkey Trot have links to RunSignup.
7. Consider adding a "bike lane" to 58 for safety of recreational road bikers.
8. For the town calendar, the activities such as Music in the Park or Turkey Trot, should have a link to the location on a map, not just the name of the location.
9. Given that PKS is likely to grow, consider publishing a map of zoning limitations (single family residence, multi-family residence, commercial, recreational, government) so we can assess how we can best utilize undeveloped publicly owned property for new recreation center, or other improvements.
10. Secure a means for committee members/citizens to video conference in and participate in meetings. I gave up calling in – it doesn't work and is frustrating.
11. It would be wonderful to have some way for the east and west sides of town to be connected other than the road. If we could get from one side to the other without going on 58, it would eliminate the hassle to trying to get on 58 during summer months. Even if it was just for golf carts!

12. Allow at least LSV to drive on Hwy 58 as AB allows this, if not golf carts.
13. Probably are going to eventually need a stop light at Mimosa/Hwy 58 - there were 9 cars waiting to turn left the other day and this is becoming a common occurrence.
14. Like the idea of doing something with the lots on Yaupon perhaps a community center, pickleball courts & parking. Or could possibly sell those 2 lots and use revenue from sale to go toward a community center and pickleball courts at town hall.
15. Age old discussion but we need sidewalks on Mimosa and Oakleaf. There are too many pedestrians, strollers, wagons, dogs, bikes, kids walking and on bikes, and cars to not have sidewalks.
16. Consider an ongoing emphasis on environmental impact of plastics/trash on our beaches and all sea life. Awareness campaign and community engagement to expand Clean Sweep; implement community sweeps after heavy visitor seasons and especially after tropical storms and hurricanes.
17. Partner with the NC Aquarium and local university marine science, youth groups...for ongoing awareness of our community efforts impact on protecting marine life. Publicize for all to participate.
18. For homes along the Canal - Publicize plans for maintenance, such as dredging. Clarify Homeowners responsibility and Town's responsibility.
19. For the beachfront – provide a long-range plan to communicate beach replenishment, dune restoration and preventative measure for dune enhancement.
20. Volunteers: There are many talented people living in PKS. In a future survey, it would be great to know from those who wish to make known their expertise in urban planning, engineering, healthcare, public safety, community development, mapping, social media, art, etc. so we may tap them for their knowledge.
21. For Vacant Lot use consider the following:
 - a. Possible community boat trailer storage...could be profitable for Town as many boat owners pay local marinas annual trailer storage fees.
 - b. Community garden- vegetable and flower
 - c. Community center

Planning Board

1. During a Planning Board meeting last year, we'd discussed the possibility of additional crosswalks with pedestrian activated flashing lights connecting the sound side streets with the ocean side beach accesses. One spot was the crossing from Cedar Road to Pinewood Circle but there are probably a couple of other locations where safety could be improved by this installation. Before his retirement Brian Kramer did some checking with NCDOT about the possibility of financial assistance for crosswalks and reported back to the PB that there was some positive response. There's been no further discussion regarding this that I recall.
2. Like many other town residents, my wife and I walk our dog almost every day on the sound side tree streets. We've observed there seems to be little regard from drivers with respect to the posted speed limit of 25 MPH, especially on Oakleaf. The norm appears to be more like 40 MPH and quite a few are much faster than that. This is especially dangerous in the late afternoon when drivers are moving west into the setting sun. We've had close calls two times in the past year and I'm certain other residents have as well. I've never seen anyone pulled over by law enforcement in this area, but logic would seem to dictate that there are citations being written. I hesitate to recommend speed bumps, but they certainly seem to work based on my research. Maybe there are other resolutions for this? Strict enforcement for a period of time might make a difference.