

PLANNING BOARD
TOWN OF PINE KNOLL SHORES BOARD ROOM

August 27, 2024

MEETING MINUTES

Call to Order and Pledge of Allegiance

Planning Board Chairman Paul Payne called the August 27, 2024, meeting to order at 5:00 PM in the Betty Carr Board Room. Members present were Vice Chairman Bob Holman, David Triplett, Jeanne Biddle, Marsh Cobin, Michelle Powers, and Ike Pipkin and Ken Rozewski. Town Manager Julie Anderson, Planning Administrator Charles Rocci, and Town Clerk Missy Shine. Doug Browne was absent.

Approval of the Agenda

Member Holman made a motion to approve the agenda as presented with a second by Member Triplett and passed unanimously.

Conflicts of Interest or Disclosures

Jeanne Biddle disclosed that Jordan Smith was one of her developers in Maritime Woods.

Approval of Absences

Member Powers made a motion to approve the excused absence of Doug Browne with a second from Member Biddle and passed unanimously.

Consent Agenda

- a. Minutes from June 25, 2024

Member Biddle motioned to approve the June 25, 2024, meeting minutes as presented with a second from Member Triplett and passed unanimously.

Public Comment – No public Comment

New Business

- a. A.C. Hall Municipal Building Ceremony
- b. Strategic Plan Presentation

Jeanne Biddle presented the Strategic Plan and a PowerPoint presentation. The Strategic Planning Committee is focused on outreach with a goal of receiving feedback and continuous improvement. There are seven areas in the Strategic Plan that include fiscal planning, infrastructure, sense of community, natural resource management, public safety and disaster planning, resilience, and managing growth. What are we missing from the Strategic Plan? How can we improve the Strategic Plan to meet the goals of the Planning Board as well as the citizens of Pine Knoll Shores. Please submit feedback and the Strategic Planning Committee will gather all the information and share it with everyone.

Unfinished Business

a. UDO Article 11

Town Planner, Charlie Rocci, talked about his revision of Article 11 of the UDO. I have cut out some of the fat in the article that I believe isn't applicable to Pine Knoll Shores. Things like, large subdivision plan with tree removal, we are focusing on single family development and re-development. You will see the re-introduction of the minor landscape permit, the single-family landscape permit and the major landscape permit. We will be talking mostly about those pieces as we continue the discussion. The tree removal process is moving smoothly right now so we are maintaining many of the standards for that process. Tree appeals will now go to the Town Planner and then the Board of Adjustment. The Landscape plan will still include a survey that will also include trees three inches in diameter and 36 inches above grade when currently we only require six inches to be saved. Continuing with tree density there will be a requirement of 3 trees per 1,000 feet of pervious area. To preserve existing trees on the property, there will be additional credit given for larger trees on the property. There is not a restriction on the amount of grading you can do on the property but there is a greater requirement for tree preservation on the property. Article 11 subsection 8 was brought over from Rick's proposal. We don't currently have it in our code, but it seems like it would adhere to the town's objectives and help with the aesthetics of the town. Recommendations for how to plant a tree, put in soil and guidance on maintaining trees and using irrigation and techniques for pruning trees will be included. There are standards for contractors working on town property. The Planning Administrator will send a notice if a violation has been found and that will come with documentation and lay out what has occurred. There will be 30 days to respond to that and then 30-180 days to correct the issue. If you would like to appeal that it would be 12 days to appeal it to the Board of Adjustment and then if you are not happy with that decision you can appeal to the Carteret County Superior Court. There will be a sliding scale on tree penalties. Having this scale gives justification for the fine. This is a good way to handle people who may not know the rules.

Report

a. Planning

The CRS 5-year cycle visit will be on October 15th. Options can be explored for maintaining and raising the CRS score which determines flood insurance discounts. The final letter of determination for the flood maps has been accepted and recognized by FEMA. The maps will take effect on January 17th, 2025. We will have to update our flood and protection ordinance. Jordan Smith was in attendance. He has purchased 112 Salter Path Road. This was the Boundary Market location, but the owner sold the property. An application to rezone that property has been received. A performance guarantee was turned down for the Roosevelt Reserve property. They are hoping to begin work in October to catch the end of hurricane season. They can come back to ask for a performance guarantee when they are 90% done with the preliminary plat stage.

b. Inspections

16 building permits were issued with a total of \$5,430,668. Others permits issues included 7 electrical, 23 mechanicals, 2 plumbing and 32 tree removal permits for a total of \$5,714,296.00. Jim Taylor performed 148 Inspections.

Adjournment

A motion was made by Member Holman to adjourn with a second by Member Pipkin and passed unanimously.

Missy B. Shine, Town Clerk