



**DRAFT MINUTES
Planning Board Meeting
Tuesday, December 3, 2024
Hampstead Annex
7:00 PM**

MEMBERS PRESENT:

Delva Jordan, Chairman
Damien Buchanan, Vice-Chairman
Jeffrey Pitts
Margaret Mosca
Ron Satterfield
Jeff Beaudoin

MEMBERS ABSENT:

Norman “Ken” Teachey

OTHERS PRESENT:

Daniel Adams, Planning Director
Justin Brantley, Deputy Planning Director
Adam M Moran, Long Range Planner
Tucker Cherry, Current Planner
Taylor Davis, Current Planner
Tracy Sholders, Administrative Specialist
Gail Renn, Planning Technician
Trey Thurman, County Attorney
Members of the Public

1 CALL TO ORDER

Chairman Delva Jordan called the meeting to order at 7:01 pm.

2 ROLL CALL

3 INVOCATION

4 PLEDGE OF ALLEGIANCE

5 ADOPTION OF AGENDA

Motion to approve agenda made by Mr. Pitts, seconded by Ms. Mosca.

Motion to approve

	For	Against	Abstained	Absent
Delva Jordan	X			
Damien Buchanan	X			
Jeffrey Pitts	X			
Margaret Mosca	X			
Ron Satterfield	X			
Jeff Beaudoin	X			
Norman (Ken) Teachey				X
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CARRIED.

6 ADOPTION OF MINUTES

Mr. Buchanan made a motion to approve the November 6, 2024, minutes, seconded by Mr. Satterfield.

Motion to approve

	For	Against	Abstained	Absent
Delva Jordan	X			
Damien Buchanan	X			
Jeffrey Pitts	X			
Margaret Mosca	X			
Ron Satterfield	X			
Jeff Beaudoin	X			
Norman (Ken) Teachey				X
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CARRIED.

7 PUBLIC COMMENT

There was no public comment.

8 PUBLIC INFORMATION

Leigh Anne King with Clarion & Associates provided an update on the Comprehensive Land Use Plan. Ms. King discussed meetings and survey outcomes, preliminary policy priorities, ideas for consideration and next steps. She stated the second community engagement period will be held later in 2025 to unveil the draft plan. The group discussed affordable housing, workforce housing, flooding and stormwater runoff, Infrastructures and agriculture protection options.

9 PUBLIC HEARINGS

a) MDP-2024-75

Justin Brantley, Pender County Deputy Planning Director, presented the staff report.

McAdams Homes, LLC, applicant and owner, of an approximately 30 acres tract of land off Country Club Drive is proposing the construction of a 79-lot single family homes. The subject properties are zoned PD Planned Development, in the Topsail Township and may be further identified by Pender County PINS 4203-35-3108-0000 and 4203-25-5746-0000.

Mr. Brantley gave a background on these parcels. In December 2019, the larger parcel was approved as Carolina Creek Extension and consisted of 51 single family residential homes across 27 acres with a net density of 3.5 per acre and gross density of 1.9 units per acre. In January of 2023, the current applicant McAdams Homes LLC, applied to modify the future land use plan designation for greater project density for potential development. This is something staff was in support off due to the established densities of the surrounding neighborhoods. This was subsequently denied by the Board of County Commissioners.

In early August of 2023, planning staff received a new Master Development Plan application from McAdams Homes, LLC, proposing 126 units across 30 acres with a gross density of around 4.25 units per acre. Staff's position was that this far exceeded what they were able to develop based on the allowable density.

Mr. Brantley stated that the applicant is now proposing 79 single family homes. The current project is proposing a medium residential density with a net density of 4.43 units perm acre with a gross density of 2.67 units per acre. Mr. Brantley noted that this project would provide connections to the adjacent Carolina Creek and Southwater Village communities. Mr. Brantley stated that this project complies with the Future Land

Use Plan as well as the Unified Development Ordinance and that Staff is recommending approval this evening.

David Ray, Representative for McAdams Homes, LLC, addressed the Board. Mr. Ray thanked Mr. Brantley for the informative presentation. He spoke about the 79 single family homes, with connecting sidewalks throughout the development and a proposed increase in front setback to the lots that abut the sidewalks, as well as over a 1000 feet of pervious walking trails around the storm water amenities. The density of the project is in the ballpark of the adjoining subdivisions.

Mr. Ray continued and provided that the roads mentioned previously, Arden Drive and Coburn Drive, will not be gated, and the HOA will take over the roads once the development is turned over to them. Mr. Satterfield asked what the thought process was of showing Coburn Drive as a public and private road on the plat and asked if the roads are being built to public standards for eventual DOT submittal. Grady Gordon, Vice President of Operations McAdams Homes, LLC, addressed the Board and addressed the questions from Mr. Satterfield.

Mr. Gordon stated that all of the roads would be designated as private right-of-way but most of them would include an access easement for the general public. Mr. Beaudion stated the plat would show public and private designation for Coburn Drive and Arden Drive being the main connecting roads through the development and will be dedicated for public use. Mr. Buchanan asked Mr. Gordon if the road is being built to DOT neighborhood road standards. Mr. Gordon stated that the roads will be built to the same design standards.

Ms. Mosca asked Mr. Brantley to go over the conditions of approval for the roads. Attorney Thurman stated there were concerns regarding dedicated public right of way as after several years dedications can be withdrawn. Mr. Thurman suggested to make a provision that the road could not be gated to ensure connectivity.

Ms. Mosca, Mr. Satterfield and Mr. Beaudoin had concerns regarding the proposed private ROW and public access easement and the possibility of the future HOA possibly not allowing access. Mr. Beaudion asked Mr. Ray how they will handle the roads being maintained and keeping them public. Mr. Ray stated there is no intention to block off the roads with gates or any other type of structure. If the Board would like, McAdams Homes, LLC, is in agreement to add a condition to the approval to ensure no gates will be installed to block access.

Ms. Mosca asked if the roads will be built to DOT standards and if we can add "other obstructions" to the conditions of approval regarding gates or other obstructions not being allowed to inhibit access. Mr. Buchanan inquired about adding a condition asking for McAdams Homes, LLC, to try and turn over the roads to DOT prior to the HOA taking over. Ms. Mosca asked at what point will McAdams Homes, LLC, turn over the development to the HOA. Mr. Buchanan stated typically when the development is approximately 75% built out. Ms. Mosca would like some form of language regarding

turning over the roads to HOA. Michael Lee Osborn, Representative for McAdams Homes, LLC, addressed the Board. Mr. Osborn stated the information regarding the HOA being the one to dedicate the roads and complete the application to DOT is in the packets provided to you.

Mr. Beaudion asked Mr. Brantley what the standard DOT road width is. Mr. Brantley stated that is a question for an engineer. Mr. Beaudion asked if there is a standard requirement for dedicated ROW width. Mr. Brantley stated typically a ROW width is either 40 feet or 45 feet. Ms. Mosca asked who dictates the speed limit, Attorney Thurman stated DOT must establish the speed limit.

Mr. Bill Besch, 28 Allbrook Way, addressed the Board. Mr. Besch has concerns regarding more traffic coming through the Carolina Creek development and the associated safety issues that increase with more traffic. He asked how Pender County is involved with the HOA regarding street maintenance. He asked if the Board could make a condition limiting construction traffic not driving through the Carolina Creek development. He made a statement regarding the burning of trees being a health hazard for the older people in the surrounding developments. He wanted to ensure that any trees removed will be replanted along the buffers.

Mr. Buchanan responded, typically the HOA is established prior to the builder completing the development and Pender County is not involved with the HOA and their street maintenance.

Daniel Adams stated the project is proposed to be accessed through the existing development's public roads. Mr. Brantley asked if they were able to access the parcel from Country Club Drive during construction. Mr. Beaudion stated that once all construction equipment is brought into the parcel, it should not be so bad and that the developer is responsible for any damages to the roads.

Mr. Buchanan stated the Unified Development Ordinance has provisions regarding tree removal and replacement and it will be followed. Pender County does not oversee the burning of trees.

Mark Beaver, 1459 Country Club Drive, addressed the Board. He stated there are drainage problems on Country Club Drive and his property does flood with a heavy rain. His concern is insufficient drainage on Country Club Drive with the Cove Landing buffers and ponds backing up to his property potentially making his property flood even more.

Mr. Buchanan stated the DOT would handle the stormwater problem along Country Club Drive. Mr. Beaudion explained why Country Club Drive has a drainage problem; in his opinion it is a piping issue. He would be happy to meet with Mr. Beaver and DOT to try and solve this problem.

Ms. Mosca asked Mr. Brantley to go over the clarification of the buffers in the development. Mr. Brantley stated the buffers for this project were based on what is around the parcel and adjacent to the parcel with commercial to the Northeast and residential on all other sides. A "C-3" buffer is shown on the Master Development Plan for all exterior boundaries of this parcel except for the commercial parcel and the recreational area. Mr. Brantley explained the C-3 buffer as a 20-foot-wide strip with an evergreen hedge that will provide a continuous screen at least 6 feet high within 4 years and 1 canopy tree or 3 under story trees with a grass cover of at least 98% coverage per each 100 linear feet. Mr. Brantley added that tree mitigation will be required if significant trees are removed and explained that for every significant tree that is removed, two will be required to be planted back within the project boundary.

Mr. Jordan asked about impact on schools. Mr. Brantley stated the impact would be around 32 students according to Pender County schools.

Mr. Satterfield asked if this proposal meets Pender County standards. Mr. Brantley replied yes. Mr. Buchanan added that this is Mr. Satterfield's first Master Development Plan hearing. This meeting was for a Master Development Plan administrative review hearing and not a rezoning or a legislative action. They are here to review the request and ensure that it complies to the Unified Development Ordinance and to discuss any concerns they may have.

Mr. Beaudoin asked for clarification on the construction access, applicant Grady Gordon stated that the construction traffic will come off Transfer Station Road by way of Coburn Drive and the applicant is fine with the added verbiage to the condition regarding gates and other obstructions added to Master Development Plan.

Mr. Buchanan made motion to approve the Master Development plan for Cove Landing with the following condition of approval: "Coburn Drive, Arden Drive, and Road A (west of the intersection of Road A and Coburn Drive) shall include a public access easement to ensure perpetual use by the public for means of ingress and egress. In addition, these roads shall be prohibited from including gates or any other obstructions that would inhibit access to the residents or the public." Mr. Pitts seconded the motion.

Mr. Beaudoin provided that he would like to abstain from voting on the matter. Motion was made by Mr. Buchanan regarding Mr. Beaudoin abstaining and Mr. Satterfield seconded. All were in favor.

Motion to approve the Master Development Plan

	For	Against	Abstained	Absent
Delva Jordan	X			
Damien Buchanan	X			
Jeffrey Pitts	X			
Margaret Mosca	X			
Ron Satterfield	X			

Jeff Beaudoin			X	
Norman (Ken) Teachey				X
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CARRIED.

10 NEXT MEETING DATE

Mr. Buchanan made a motion for the January 7, 2025, meeting to be held in Hampstead with Mr. Pitts seconding the motion.

Motion to approve

	For	Against	Abstained	Absent
Delva Jordan	X			
Damien Buchanan	X			
Jeffrey Pitts	X			
Margaret Mosca	X			
Ron Satterfield	X			
Jeff Beaudoin	X			
Norman (Ken) Teachey				X
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CARRIED.

January 7, 2025, at 7:00 pm
Pender County Hampstead Annex
15060 US Highway 17
Hampstead, NC 28443

Daniel Adams introduced Gail Renn Planning Technician, she will be taking over the duties of meeting minutes, and agendas.

Mr. Jordan thanked everyone for their dedication and hard work all year long.
Daniel Adams stated the next meeting would include the election of officers.

11 ADJOURNMENT

Mr. Pitts made a motion to adjourn, Mr. Satterfield second the motion.

Motion to approve

	For	Against	Abstained	Absent
Delva Jordan	X			
Damien Buchanan	X			
Jeffrey Pitts	X			
Margaret Mosca	X			
Ron Satterfield	X			
Jeff Beaudoin	X			
Norman (Ken) Teachey				X
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CARRIED.

Adjourned at 9:08 pm.