



Agenda

Economic Development
Committee

Thursday, August 11, 2016

6:00 PM

Town Hall

Page

1. 6:00 P.M. - CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF THE AGENDA

3.1 Add or Delete Agenda Items as Necessary

POTENTIAL ACTION: Approve August 11, 2016 Agenda as presented

4. APPROVAL OF MINUTES

4.1 Approval of July 21, 2016 Meeting Minutes

POTENTIAL ACTION: Approve July 21, 2016 Meeting Minutes as presented

5. INTRODUCE GUESTS/SPEAKERS

6. PUBLIC COMMENT

7. DISCUSSION TOPICS

8. OLD/NEW BUSINESS

8.1 Follow Up on Mr. Allison's Request Regarding Rule 19 of the New Meeting Rules and Procedures

8.2 Follow Up On Committee's Request for Council's Directive

8.3 Update on Surveys and Interviews of Business Owners

8.4 Update - Status of Marketing Brochure/Flyer

8.5 Update - Add Economic Development Page to Leland Website

8.6 Update - Schedule date for Tour of Leland's Commercial Developments

8.7 Long Term Initiatives (for future discussion):

- Improved Collaboration with North Brunswick County Chamber of Commerce
- Branding Leland
- Collaborate with Brunswick County and Property Owners to Improve "Street Appeal" of the Leland Industrial Park

9. STAFF/BOARD/COMMITTEE MONTHLY REPORTS

9.1 Economic Development Report

9.2 Report of Brunswick County Economic Development Board August Meeting - Richard Allison

9.3 Report on Tourism Development Authority August Meeting - Paul Stiegler

9.4 Council Updates
Not available at this time

9.5 Planning Board Updates

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[2016-06-14 Special Planning Board Meeting Minutes](#)

[2016-06-28 Planning Board Minutes](#)

9.6 Parks and Recreation Board Updates
No Meeting for June

10. ADJOURNMENT

11.

The next regular meeting of the Economic Development Committee will be held on Thursday, September 8, 2016 at 6:00 P.M. in Town Hall



**TOWN OF LELAND
SPECIAL PLANNING BOARD MEETING
Tuesday, June 14, 2016
6:00 P.M.**

ASSEMBLY

The Leland Planning Board held a Special Joint Meeting with Council at 6:00 p.m. on Tuesday, June 14, 2016 at the Leland Town Hall, 102 Town Hall Drive.

Present: Chairman Donn Garvey; Vice-Chairman Mike Roberts; Tim Linkhorn; Chuck Spittel; Don Slawter, Mose Highsmith and Stephen Whitney.

Also Present: Brenda Bozeman, Mayor; Council Members: Pat Batleman, Bob Campbell Michael Callahan, and Bob Corrison; David Hollis, Town Manager; Sabrena Reinhardt, Administrative Manager/Town Clerk; Robert Waring, Planning Manager; Ashli Barefoot, Senior Planner and Nancy Sims, Deputy Town Clerk.

1. 6:00 P.M. - Call to Order

Chairman Garvey called the Planning Board meeting to order at 6:00 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of the Agenda

Moved by Timothy Linkhorn, Seconded by Don Slawter to approve the Agenda for the June 14, 2016 Special Joint Planning Board Meeting, MOTION CARRIED.

4. Master Plan Draft Update

Presented by Susan Henderson, PlaceMakers.

Ms. Henderson stated that the Master Plan is structured with three main topics: Citizens, Community and Commerce. A significant amount of comments were received from staff, the public and Council. At the suggestion of Council they added a glossary and an action matrix.

July 15th is the deadline for comments and August 25th is the date of the Council hearing for adoption of this Master Plan.

There was significant discussion between the Planning Board members and Council members

regarding the following:

- Sketch plans for specific areas in the community and how the Planning Board members should respond to reluctant developers;
- Changing the development types from large single family home lots, and addressing the needs of the millennial. Many younger people are demanding rentals because they want to remain mobile;
- Leland should have more light industrial zoning;
- The FlexCode and Gateway District; to make it available by right;
- Leland being more urban; needing to have more places for people to live and work. People have to come before the businesses come;
- The challenges of the pockets of Brunswick County and Belville land within Leland;
- Crossing the bridge for work is an issue. Possible incentives to large employers;
- Leland being surrounded by open, available land that is not under their control. Competing with Brunswick County that has a more lax criteria;
- Creating a long term tax strategy. In the future Leland will be facing bills to get ahead, we need to develop a tax strategy now;

Some comments from the audience were:

- Richard Allison, Leesburg Drive. He has been doing some comparisons with the 2008 Master Plan and that plan dealt with detailed environmental issues. He wanted to make sure this updated Master Plan does as well.
- Arlene Holmes, Lindenwood Drive. She asked about younger people moving back home and not living on their own; how does that impact the community.
- Bob Penwell, Grandiflora Drive. He asked, with business professions of younger people changing so fast, what is the envelope of a 10 year plan.
- Greg Bradshaw, Sturgeon Drive. He asked about education being a problem in Leland. He also mentioned that with millennials there seems to be a lot more focus on being green.
- Rebecca Bradshaw, Sturgeon Drive. She asked, where the bike path that was

previously discussed is.

- Glenn Thearling, Thistle Drive. He mentioned that the Town didn't have a lot of interface with education. Maybe a taskforce should be formed to address education. Councilmember Callahan said that was a great suggestion and he would support a citizen taskforce on education.
- Ms. Holmes thought vocational education would be important in the community. Maybe the Town could put something together that would encourage the community college as well as Brunswick County to push that movement forward.
- Wayne Dickerson, Springdale Terrace Court. Mr. Dickerson inquired about such a thing as maker space that has to do with education.

Councilmember Callahan also wanted to let the citizens know that south of Leland, in Brunswick County, is one of the most agricultural areas in the nation. Maybe we should be looking at businesses coming to Leland related to agriculture.

Mayor Bozeman advised that the Town recently held a seminar with the North Carolina Department of Insurance. It was very informative on the different insurance information. The Town is also working on having an educational seminar as well.

Mr. Hollis advised that he has kids in the Brunswick County school system and he has a good relationship with the representatives on the School Board. Very few parents attend any School Board meetings. There has to be interest from parents. Our school system in Leland is not competing with other areas in Brunswick county; people are leaving Leland and moving to Wilmington because they have a better school system. That is a fact. Wilmington's tax rate is much higher. Mr. Hollis said you shouldn't try to make all schools better at one time, make the schools better in northern Brunswick county and let it trickle down.

5. Adjournment

Moved by Don Slawter, Seconded by Charles Spittel to adjourn the Planning Board Meeting at 8:00 p.m.

Respectfully,

Chairman

Nancy Sims, Deputy Town Clerk

Approval Date: July 27, 2016



**TOWN OF LELAND
PLANNING BOARD MEETING MINUTES
TUESDAY, JUNE 28, 2016 AT 6:30 P.M.**



ASSEMBLY

The Leland Planning Board held their Regular Meeting at 6:30 p.m. on Tuesday, June 28, 2016 at the Leland Town Hall, 102 Town Hall Drive.

Present: Chairman Donn Garvey; Vice-Chairman Mike Roberts; Tim Linkhorn; Chuck Spittel;
Don Slawter; Stephen Whitney and Mose Highsmith.

Also Present: Robert Waring, Planning Manager; Andrew Neylon, Planner 1; Gary Vidmar, Economic and Community Development Director; Brenda Bozeman, Council Liaison and Nancy Sims, Deputy Town Clerk.

CALL TO ORDER

Chairman Garvey called the meeting to order at 6:29 p.m. The Pledge of Allegiance was recited. A quorum was present.

APPROVAL OF THE AGENDA

Mr. Linkhorn **MOVED, SECONDED** by Mr. Roberts to approve the June 28, 2016 agenda after making the typo correction to Item 6, Section 30-4, as requested by Mr. Waring. The **MOTION CARRIED UNANIMOUSLY.**

APPROVAL OF THE MAY 24, 2016 REGULAR MEETING MINUTES

Mr. Whitney **MOVED, SECONDED** by Mr. Slawter to approve the May 24, 2016 Regular Meeting Minutes as presented. The **MOTION CARRIED UNANIMOUSLY.**

BRUNSWICK FOREST PLANNED UNIT DEVELOPMENT MASTER PLAN UPDATE & SITE SPECIFIC REVIEW – PHASE 1, SECTION 5

Mr. Waring presented plans for the Brunswick Forest PUD Master Plan Update and Site Specific Plans for Phase 1, Section 5. Mr. Waring reminded the Board that PUD Ordinances are treated slightly different than a normal subdivision Ordinance. With a PUD you are making a recommendation that will carry on to Town Council. Mr. Waring explained that this PUD is located on Highway 17 near the Mallory Creek PUD. The original Master Plan included approximately 4,669 acres. This particular site specific plan contained approximately 15.47 acres and was proposed as a gated community with approximately twenty-eight single family lots. No new open space was proposed as the requirement had already been met. Mr. Waring further explained the details of the Master Plan Update and Site Specific Plans.

PUBLIC COMMENT – PHASE 1, SECTION 5

Gary Ostby, Leesburg Avenue, Brunswick Forest spoke with regard to the Brunswick Forest PUD Master Plan Update and Site Specific Plan, Phase 1, Section 5. Mr. Ostby previously provided documentation to each Board member. Mr. Ostby read a comment from the North Carolina Department of Public Safety Risk Management, which reviewed the same documentation supplied to the Board. Mr. Ostby claimed that based on 2014 Flood Risk Information System ("FRIS") map data, it would be irresponsible for the Town to approve Phase 1, Section 5 without considering basic flood elevation levels. He stated that without an offset we face both a raised basic flood elevation and a lowered flood safety factor for our existing homes. At the same time approval without a stormwater runoff offset would create a public safety issue. Mr. Ostby asked if Leland was willing to put the safety of its residents in jeopardy by failing to ensure an adequate flood safety factor prior to approval of Phase 1, Section 5. Mr. Ostby implored the Town to take whatever steps were necessary to ensure that the basic flood elevations were not diminished.

DISCUSSION – PHASE 1, SECTION 5

Mr. Garvey asked when the original Master Plan was approved. Mr. Waring believed it was more than ten years ago. Mr. Garvey then inquired if Mr. Waring felt the development in Brunswick Forest was progressing as envisioned when the Master Plan PUD was originally approved. Mr. Waring replied, yes. Mr. Garvey then asked if the Master Plan included a stormwater permit issued by the State. Mr. Waring replied, yes it was issued with the understanding that as additional development progressed, it would be reviewed and if appropriate the permit would be modified. He was not aware of any past reviews or modifications.

Mr. Garvey asked about specifications for the wall surrounding the gated community. Mr. Waring advised that there are some height requirements and it is to be built out of the right of way. Mr. Garvey wanted to know about current or planned hiking or biking paths through this area. Mr. Waring advised there are none, but the sidewalks will remain open to the public.

Mr. Garvey asked, with regard to basic flood elevation is that an issue that the Town has any real expertise in? Mr. Waring replied the Town has a Flood Plain Ordinance and staff that are trained and certified as flood plain managers. Mr. Waring further stated that the flood plain was discussed at the Technical Review Committee meeting and comments were directed to the applicant in that regard. Mr. Waring pointed out where the current flood plain was on the map. He further explained the Federal Emergency Management Agency (FEMA) is in the process of updating the flood plain maps, but there was no indication when that will be completed. It would be difficult to hold a developer to a standard that doesn't exist yet. Mr. Garvey responded by asking if anybody with expertise on flood plain elevation raised the issue that this particular phase would have any negative effect upon the elevation level? Mr. Waring replied no. No one can guarantee that your property will never flood. Mr. Waring believed that the flood plain areas could change when the new maps come out.

Mr. Spittel asked, if Planning Board and then Council approved this Site Specific Plan, and then the maps came out and changed the flood plain, what would the town and developer be

required to do? Mr. Waring replied that if the maps changed and the lots that were built upon were now in the flood plain, those property owners would be required to get flood insurance. They would not be required to go back and make retrofits to their homes. If new homes were built they would have to be built to flood standards. Being in a flood plain in Brunswick County and the Town of Leland does not forbid you from building.

Mr. Highsmith asked the developer how many residents currently live in Brunswick Forest. Alan Kerry with Funston Land & Timber replied that they have sold just over 1,700 lots and around 1,650 have been built upon. Mr. Highsmith then asked, of the 1,700 lots that were sold, what representations were made to the buyers about gated communities? Mr. Kerry responded there were no representations made regarding gate communities. When Brunswick Forest was first started gated communities were allowed; then the Ordinance was changed and now has been changed back.

Mr. Slawter wanted to know where the responsibility would lie if the stormwater drainage system did not handle the possible increased runoff. Mr. Waring replied it would lie with the permit holder, which right now was the developer. At some point, the HOA will become responsible for the permit. Mr. Slawter then asked about the requirement for a stormwater drain to handle a five, ten or hundred year flood. Greg Wayne and David Hollis of Hanover Design Services described the design and purpose of the stormwater culverts along Low Country Blvd.

Mr. Whitney **MOVED, SECONDED** by Mr. Spittel to approve the Brunswick Forest Master Plan Update and Site Specific Plan (“SSPs”) for Phase 1, Section 5, with the requested staff conditions, and to recommend the plans go to Council for approval. **The vote was 6 to 1; THE MOTION PASSES.**

Chairman Donn Garvey	Yes
Vice-Chairman Mike Roberts	Yes
Tim Linkhorn	Yes
Stephen Whitney	Yes
Chuck Spittel	Yes
Don Slawter	Yes
Mose Highsmith	No

TEXT AMENDMENT TO CHAPTER 30: ARTICLE I, SECTION 30-4; ARTICLE V, DIVISION 2, SECTION 30-181 and ARTICLE VI, SECTION 30-212 – SELF-SERVICE STORAGE FACILITY

Mr. Waring presented this text amendment which sought to update and clarify terminology of the Ordinance pertaining to self-storage facilities and to amend allowances for accessory dwellings within a commercial zoning district. The amendment would modernize the terms used in the permitted use table. It would also allow accessory dwellings in commercial districts. This would only take place in areas zoned C2. Mr. Waring further explained the proposed changes to the zoning Ordinance.

Mr. Garvey asked if the developer had drafted any plans for a self-storage facility. Mr. Waring replied no. Mr. Garvey then asked if Mr. Waring can further inquire as to what the developer has in mind with this text amendment. Mr. Waring stated that it would be applied throughout the entire town, not just one specific location.

Mr. Highsmith **MOVED, SECONDED** by Mr. Spittel to support the recommendation of staff to approve the revised text amendment to Chapter 30: Article I, Section 30-4; Article V, Division 2, Section 30-18 and Article VI, Section 30-212 to modernize the terms used in the permitted use table, to allow accessory dwellings in commercial districts and to recommend this revised text amendment to Council. **The vote was 6 to 1; THE MOTION PASSES.**

Chairman Donn Garvey	No
Vice-Chairman Mike Roberts	Yes
Tim Linkhorn	Yes
Stephen Whitney	Yes
Chuck Spittel	Yes
Don Slawter	Yes
Mose Highsmith	Yes

Mr. Linkhorn **MOVED, SECONDED** by Mr. Highsmith to approve the Statement of Consistency for the Text Amendment regarding self-service storage facilities. **The vote was 6 to 1; THE MOTION PASSES.**

Chairman Donn Garvey	No
Vice-Chairman Mike Roberts	Yes
Tim Linkhorn	Yes
Stephen Whitney	Yes
Chuck Spittel	Yes
Don Slawter	Yes
Mose Highsmith	Yes

TEXT AMENDMENT TO CHAPTER 30, ARTICLE IX, SECTION 30-313(6) - PUD TRANSITIONAL USE AREA

Mr. Waring presented this text amendment to modify the requirement for a 50 foot wide transitional use area around the perimeter boundary of all PUD developments. It would eliminate transitional area requirements when a property developed for commercial purposes abuts commercial or industrial zoned property outside of the PUD. The amendment offers a buffer to those residential uses when the use on the other side is not residential.

Mr. Highsmith asked if there was a benefit to have that buffer for two commercial properties in Leland. Mr. Waring responded that buffers are fine when you are trying to separate incompatible uses. But when there are similar uses, buffers tend to waste land.

Mr. Highsmith **MOVED, SECONDED** by Mr. Whitney to support the recommendation of staff to approve the revised text amendment to Chapter 30, Article I, Section 30-313(6) to eliminate transitional area requirements when a property developed for commercial purposes abuts commercial or industrial zoned property outside of the PUD and to recommend this revised text amendment to Council. The **MOTION CARRIED UNANIMOUSLY.**

Mr. Highsmith **MOVED, SECONDED** by Mr. Linkhorn to approve the Statement of Consistency for the Text Amendment regarding PUD transitional use areas. **The MOTION CARRIED UNANIMOUSLY.**

OLD/NEW BUSINESS

Mr. Waring reminded the Board members of the two new members who will start at the July meeting; they will both be sworn in at that meeting.

COUNCIL UPDATES

Mr. Waring reported on recent Council actions:

Resolution R16-71, PUD Master Plan Update & Site Specific Plan for the Retreat at Mallory Creek Plantation was approved by Council at their June meeting.

STAFF/COMMITTEE MONTHLY REPORTS

A. Economic Development Report

An updated Economic Development Report dated June 1, 2016 was included in the agenda packet.

B. Permit Report

An updated permit summary was included in the agenda packet.

RECOGNITION OF OUTGOING BOARD MEMBERS

Mayor Bozeman presented both Donn Garvey and Don Slawter with thank you gifts and said the Town appreciated the efforts of both men in serving on the Planning Board.

Mr. Garvey thanked the other Board members for allowing him to be Chairman and said that he was honored to serve with all the Board members and for the Town.

ADJOURNMENT

Mr. Roberts **MOVED, SECONDED** by Mr. Spittel to adjourn the meeting at 7:55 p.m. The **MOTION CARRIED UNANIMOUSLY.**

Respectfully,

Chairman

Nancy Sims, Deputy Town Clerk

Approval Date: July 26, 2016 (SEAL)