

**MINUTES**  
**PLANNING BOARD**  
**BRUNSWICK COUNTY, NC**

**6:00 P.M. Monday**  
**May 8, 2023**

**Commissioners Chambers**  
**David R. Sandifer Administration Bldg.**  
**County Government Center**  
**Old U.S 17 East**

MEMBERS PRESENT

Joy Easley, Vice Chair  
William Bittenbender  
Ron Medlin  
Clifton Cheek  
Christopher Wood

MEMBERS ABSENT

Eric Dunham, Chair  
Richard Leary  
Harry Richard Ishler, Alternate

STAFF PRESENT

Kirstie Dixon, Director  
Marc Pages, Principal Planner  
Connie Marlowe, Admin. Asst. II  
Garrett Huckins, Planning Tech.  
Ron Meredith, Project Planner  
Nicole Morgan, Project Planner  
Bryan Batton, Asst. County Attorney

OTHERS PRESENT

John Hankins  
Phil Norris, Norris and Tunstall Eng.  
Grayson Henson  
Josh Fulton  
Bryant Ligon  
Mark Mathewson  
Linda Bowen  
Jeff Kent  
Twanda Williams  
Henry Burkert

Allison Engebretson  
Brad Sedgwick  
Elvira Gilbert  
James Gilbert  
Tim Clinkscales  
Robin Hess  
Pete Polo  
Linda Polo  
Heather Burkert

I. CALL TO ORDER.

Ms. Easley called the meeting to order at 6:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE.

Ms. Easley said a prayer. Ms. Easley asked everyone to stand and face the U.S. Flag to say the Pledge of Allegiance

III. ROLL CALL.

Mr. Dunham, Mr. Leary, and Mr. Ishler were absent.

IV. CONSIDERATION OF MINUTES FROM THE 10-APR-23 MEETING.

Mr. Cheek made a motion to approve the 10-Apr-23 minutes as presented and the motion was unanimously carried.

V. AGENDA AMENDMENTS.

There were none.

VI. PUBLIC COMMENT.

There were none.

VII. NEW BUSINESS.

A. Planned Development – PD-97

Name: Trest Tract Planned Development  
Applicant: Paramounte Engineering  
Tax Parcel(s): 2100001804  
Location: Hickman Road NW (SR 1303)  
Description: Trest Tract is a proposed planned development consisting of 205 townhouse units on 34.35 acres creating an overall density of 5.97 dwelling units per acre.

Mr. Pages addressed the Board. He read the Staff Report (attached). Mr. Pages said staff received a written comment from Jeffrey Gaskell (attached) and he provided the Board with a copy of Mr. Gaskell's comments. Mr. Pages proceeded to identify the subject property and surrounding properties on a visual map.

Mr. Pages said staff recommends denial due to the majority of the site and proposed townhomes will be located within the AE Flood Zone and it is not in keeping with the intent of planned development. He stated that the recommendation to deny is based on the following:

**Blueprint Brunswick 2040 Plan**

**NR-4 Reduce the potential for property damage and impacts due to natural hazards**

- Minimize potential impacts of flooding.
  - Discourage new development in flood-prone areas. On the FLUP&C Map, the areas designated for “Conservation” encompass floodplains, flood hazard, ocean hazard, and other high-risk flood areas. Here, development intensity should remain the lowest in the County.
  - Very low density residential development.

**HN-3. Address housing issues in areas that are not suitable for residential development.**

- Discourage new housing development in historically susceptible and flood-prone areas.
  - Identify historically susceptible and flood-prone areas and establish local flood hazard areas.

**Brunswick County UDO Section 3.3.3.A.iii. – Planned Development – Intent**

- To preserve in perpetuity unique or sensitive natural resources such as groundwater, floodplains, wetlands, streams, steep slopes, woodlands, and wildlife habitat.

Mr. Wood made a motion to open the Public Hearing and the motion was unanimously carried.

Mr. Bryant Ligon, local developer of the project, addressed the Board on behalf of the property owner. He stated that he has been working with Mr. Trest for approximately 2 years to present the best use of the property via the proposed project. Mr. Ligon introduced Allison Engebretson and Tim Clinkscales and said they will be speaking to the Board on behalf of the applicant.

Ms. Allison Engebretson, Landscape Architect and Land Planner with Paramounte Engineering, addressed the Board. Ms. Engebretson stated that the plan has been revised and she proceeded to discuss the revised plan via a PowerPoint presentation (attached). She said the handout presented to the Board tonight is the updated version of the proposed project. She stated that they are proposing 205 townhomes (2 story) with driveways and garages. She said they have moved some units closer to Hickman Road SW (SR 1303) after comments from the Technical Review Committee (TRC) meeting. As a result, they are proposing 23.12 acres of open space rather than the initial 9.8 acres proposed. She stated that the neighbors were concerned with buffering, lack of trees on the property, the need for a second access to Crow Creek, and traffic noise in the area. She felt that wider buffers (45' minimum) will help minimize traffic noise and they intend to provide an emergency access to the adjacent property. She further stated that they are proposing plantings on the subject property for buffering purposes. She provided an illustration on the PowerPoint presentation showing the buffer protection from the adjacent property and the subject property. Ms. Engebretson said the Little Caw Caw Canal is to the rear of the subject property and there is a 30' stream buffer on the rear of the property. Ms. Engebretson continued by saying that they currently have a submittal to the Federal Emergency Management Agency (FEMA) to remap the floodway over the Little Caw Caw Canal and they have designed this project based on such. She said they have removed all development out of the non-encroachment area including stormwater control measures (i.e., retention ponds). Ms. Engebretson said they are submitting a CLOMR (Conditional Letter of Map Revision) to FEMA and she defined a CLOMR, in that, fill material can be placed on the property to increase the elevation of the property. She said the base flood elevation of the subject property is 31.3' and any development has to be 2' above base flood elevation, but development cannot begin until a CLOMR is received from FEMA.

Ms. Easley clarified that the base flood elevation is 31.3' and Ms. Engebretson agreed. Ms. Easley asked the probability of receiving the CLOMR from FEMA? Ms. Engebretson said they feel that they will receive the CLOMR from FEMA, but there is a process that has to be followed

to get to the approval from FEMA. Ms. Engebretson said they met with staff and the Floodplain Administrator in an effort to provide a plan that staff will be agreeable with while making the best use of the property via innovative design. Ms. Engebretson provided the Board with a copy of a Stormwater and Floodplain Analysis Narrative (Analysis) that ensures they will treat the stormwater on the site above the 100-year storm event and they are adding floodplain storage by design on the site.

Mr. Tim Clinkscales, Engineer and Professional Land Surveyor for Paramounte Engineering, addressed the Board. Mr. Clinkscales said the 3 most important items of concern is traffic, stormwater and floodplain storage. He stated that the report provided to the Board outlines a lot of information to meet the minimum requirements of County regulations. He stated that they are net neutral on floodplain storage, which means any fill material added to the site is equal to the amount of fill material that is removed. He said the retention ponds and some of the units were moved back to create more retention ponds as well as add 6,000 cubic feet of storage in the Little Caw Caw Canal flood basin. He explained that when the Little Caw Caw Canal backs up, there will be 6,000 more cubic feet of storage on the 35 acre property than there is today, which will be a better flood basin for the area. Mr. Clinkscales said the Floodplain Administrator (James Paggioli) said he will sign-off on the CLOMR to FEMA based on the report provided. Mr. Clinkscales went over the steps to get a CLOMR approved by FEMA once the County has signed-off on the request. He added that a LOMR (Letter of Map Revision) has to be received from FEMA before vertical building permits can be obtained. He further discussed a chart addressing stormwater if the property is developed by right. He said there will be no impacts to the wetlands. Mr. Clinkscales reiterated that staff would be in favor of the project if a CLOMR is received from FEMA. He proceeded to say that there is a great deal more work to be done prior to submitting a CLOMR request to FEMA. Mr. Clinkscales said they have submitted a proposal to the North Carolina Department of Transportation (NCDOT) and a right turn lane into the project has been approved by NCDOT.

Mr. Cheek asked if the area where the townhomes are proposed in a flood will be increased to 33' and Mr. Clinkscales replied, yes. Mr. Clinkscales said the roads will be above the floodplain. Mr. Wood stated the emergency access road would have only been accessible by airboat 10 hours after the last major storm event and it would be useless in recovering from an event. Mr. Clinkscales said they are adding to the safety of Crow Creek with an additional access point. He further stated that the emergency access will be gated so the emergency access will not be accessible to free-flowing traffic. Mr. Cheek asked if the project will be designed to the 100-year storm event and Mr. Clinkscales replied, yes.

Mr. Mark Mathewson addressed the Board. He stated that they are proposing to make the property better as well as the overall area. He reiterated that they will submit a CLOMR to FEMA once the Floodplain Administrator has reviewed and approved the material for the CLOMR.

Ms. Robin Hess, owner of Tax Parcel 225CB009, addressed the Board. Ms. Hess said she lives in Crow Creek and the rear portion of her property is in a flood zone. She stated that there have been 2 floods that have impacted this area in the last 10 years. Ms. Hess said a large section of trees have been removed from the area and she did not feel that the area will be better than before the trees were removed because the trees absorbed a large amount of stormwater runoff. Ms. Hess said there are current stormwater runoff issues in the area that will likely be compounded since the trees being removed and the elevation of the subject property being increased. She asked what recourse the adjacent property owners will have if this development is approved? She asked who will compensate the current homeowners in the area due to the potential decrease in

their home values because some neighbors have already placed their property on the market for sale? Ms. Hess also expressed concerned with traffic and flooding to their neighborhood as well as a potential danger to wildlife.

Ms. Linda Bowen addressed the Board and she was concerned with potential flooding to the adjacent property owners if the subject property is elevated. Ms. Bowen said there is a homeowner in her neighborhood that has standing water on their property when there is a rainstorm.

Mr. Pete Polo, owner of Tax Parcel 225CA010, addressed the Board. He stated that he will be the most impacted both visually as well as property value wise. Mr. Polo said the property has been clear cut and there is existing flooding in the area. He said there is a creek (Crow Creek) behind his property and it overflows during a normal rainstorm. Mr. Polo was opposed to the proposed development. He concluded that further studies should be done to ensure that the proposed project will not be detrimental to the area.

Mr. Clinkscales readdressed the Board. He reiterated that there will not be free flowing traffic into Crow Creek from the proposed emergency access point. He stated that stormwater has to be collected via a pipe system and disbursed into the retention ponds on the subject property. Mr. Clinkscales said the property has been clear-cut, but a buffer will be installed on all sides to provide protection to the adjacent property owners. Mr. Clinkscales said they would be amenable to a condition saying they will work with Crow Creek to assist with cleaning out the creek on the eastern property line on a regular basis. Mr. Cheek clarified that the properties in the AE flood zone that receive a CLOMR from FEMA will be considered as Shaded X flood zone thereafter and Mr. Clinkscales concurred. Mr. Clinkscales said any stormwater that will run to the ditch will be from backyards or the current buffer flow. He further stated that all the buildings, sidewalks, roads, and amenities will flow into a central system and later released to the retention ponds on site.

Mr. Jeff Kent, owner of Tax Parcel 225CB006, addressed the Board. He said his property is the lot that had standing water during a rain event. Mr. Kent stated that, during the rain event, the drainage pond behind his house overflowed. Mr. Kent asked Mr. Clinkscales if additional water will flow in the existing ditch when the subject property is developed? Mr. Clinkscales replied, no. Mr. Kent said when the subject property is elevated, the waterflow will increase. Mr. Clinkscales said all stormwater on the property in question will be diverted to the retention ponds if fill material is placed on the subject property.

Mr. Bryant Ligon readdressed the Board. Mr. Ligon said the Floodplain Administrator agreed that the proposed plan will be better for the area if there is a 100-year storm event because the water storage will be in place and stormwater runoff will drain to the retention ponds on the site.

Ms. Linda Polo addressed the Board. She stated that she experienced 2 hurricanes and multiple storms with approximately 8" of rain and the water flowed from the right of her property. She asked how that water will flow to the subject property's retention pond(s) on the opposite side of the proposed townhomes? Mr. Clinkscales said they have to maintain the current stormwater drainage patterns, or the stormwater will be diverted to the canal. Ms. Polo felt that the water from the rear of her property cannot be stopped from flowing. Mr. Clinkscales said, if the canal overflows, the water can back up in the existing ditch. He proceeded to say that any water on their site has to be treated and released to the retention ponds.

Ms. Robin Hess readdressed the Board. Ms. Hess reiterated that the proposed project will not be able to capture, treat, and release the water to their retention ponds at the rate the water flows during a rainstorm. She, again, asked their recourse as adjacent property owners when the project is developed? Mr. Clinkscales said rain that falls on the property has to be conveyed to the retention ponds or it will seep in the ground.

With no further comments, Mr. Wood made a motion to close the Public Hearing and the motion was unanimously carried.

Mr. Cheek asked Mr. Pages about staff's recommendation and Mr. Pages reiterated the intent of the Blueprint Brunswick 2040 Plan, in that, there should be very low density residential development. He further stated that staff felt that a CLOMR should be in hand in order to recommend approval after consultation with the Floodplain Administrator.

Mr. Wood felt that allowing this will be adding injury to insult until a CLOMR has been secured from FEMA. Mr. Cheek felt that the plan submitted by the applicant will help to mitigate a lot of the current stormwater issues because he felt that the plan has been designed above and beyond the minimum requirements. He also felt that a CLOMR should be in place.

Mr. Wood made a motion to table PD-97 (Trest Tract Planned Development) until a CLOMR has been received from FEMA and the motion was unanimously carried.

**B. Planned Development – PD-103**

Name: Mossy Hill Planned Development  
Applicant: Norris and Tunstall Engineering  
Tax Parcel(s): 22400007, 22400008, and 2240000801  
Location: Hickman Road NW (SR 1303)  
Description: Mossy Hill is a proposed planned development consisting of 592 townhouse units on 175.04 acres creating an overall density of 3.38 dwelling units per acre.

Mr. Pages addressed the Board. He read the Staff Report (attached). Mr. Pages identified the subject property and surrounding properties on a visual map.

Mr. Pages said staff recommends approval based on the following conditions:

- That the development shall proceed in conformity with all plans and design features submitted as part of the planned development application and kept on file by the Brunswick County Planning Department.
- That the development of the parcel(s) shall comply with all regulations as specified in the Brunswick County Unified Development Ordinance.
- Planned Development approval does not constitute an authorization to construct. All applicable Federal, State and County approvals/permits will be necessary to obtain final plat approvals and building permits. This includes Stormwater, Utilities, and Fire Marshal requirements.

Mr. Wood made a motion to open the Public Hearing and the motion was unanimously carried.

Mr. Phil Norris, Norris and Tunstall Engineering, addressed the Board. He stated that they concur with the Staff Report. Mr. Norris said there is a large portion of the property within the 100-year floodplain and no development is proposed in that area. He stated that that area will be set aside as a nature preserve to be used by residents of the community. Mr. Norris said there will be interconnectivity with utilities, traffic, and pedestrian access to the neighboring developments. Mr. Norris reiterated that a Traffic Impact Analysis (TIA) will be required by NCDOT and they will comply with whatever NCDOT requires. Mr. Norris concluded that the project will be designed to the 100-year storm event.

Mr. Cheek asked Mr. Norris what portion of the development is in the RR (Rural Low Density Residential) zoning district? Mr. Norris said approximately 40 percent of the project is in the RR (Rural Low Density Residential) zoning district. He added that they are not exceeding the maximum allowable density.

Ms. Twanda Williams addressed the Board. Ms. Williams asked about notification to adjacent property owners. Mr. Pages said adjoining property owners are notified via First Class Mail and a sign is posted on the site. Ms. Williams asked what happens when notification is not received via U.S. Mail? Mr. Pages reiterated that properties that are directly adjacent (touching the subject property) would be sent a mailed notice per the tax record and he provided Ms. Williams with a copy of the property owners that were notified.

With no further comments, Mr. Wood made a motion to close the Public Hearing and the motion was unanimously carried.

Mr. Cheek made a motion to approve PD-103 (Mossy Hill Planned Development) and the motion was unanimously carried.

C. Major Site Plan – MS-2

Name: Custom Home Distribution Center  
Applicant: JBS Consulting, PA  
Tax Parcel(s): 0280000825  
Location: 2100 Enterprise Drive NE (SR 1714)  
Description: Custom Home Distribution Center is a proposed Major Site Plan consisting of a 100,700 square foot warehouse on 7.45 acres.

Ms. Morgan addressed the Board. She read the Staff Report (attached). Ms. Morgan identified the subject property and surrounding properties on a visual map.

Ms. Morgan said staff recommends approval contingent on the following:

- That the development shall proceed in conformity with all plans and design features submitted and kept on file by the Brunswick County Planning Department.
- That the development shall comply with all regulations as specified in the Brunswick County Unified Development Ordinance.
- That all applicable Federal, State and County approvals/permits will be necessary to obtain final plat approvals and building permits. This includes Stormwater, Utilities, and Fire Marshal requirements.

Mr. Wood made a motion to open the Public Hearing and the motion was unanimously carried.

Mr. Brad Sedgwick, Civil Engineer with JBS Consulting, addressed the Board and made himself available for questions.

With no further comments, Mr. Wood made a motion to close the Public Hearing and the motion was unanimously carried.

Mr. Wood made a motion to approve Custom Home Distribution Center (MS-2) with the noted conditions presented in the Staff Report and the motion was unanimously carried.

D. Rezoning Z-866 – Grayson Henson.

Request rezoning of approximately 2.05 acres located off Bricklanding Road SW (NC 179) near Shallotte from NC (Neighborhood Commercial) to C-LD (Commercial Low Density) for Tax Parcels 2290004804 and 2290004805.

LAND USE PLAN MAP AMENDMENT LUM-866:

Request to amend Tax Parcels 2290004804 and 2290004805 located off Bricklanding Road SW (NC 179) near Shallotte from LDR (Low Density Residential) Place Type to MDR-Mixed (Medium Density Residential-Mixed Use) Place Type. This land use plan amendment totals approximately 2.05 acres.

Mr. Ron Meredith addressed the Board. He read the Staff Report (attached) and identified the subject property and surrounding properties on a visual map.

Mr. Meredith said staff recommends denial to C-LD (Commercial Low Density) for Tax Parcels 2290004804 and 2290004805 located off Bricklanding Road SW (NC 179) due to C-LD (Commercial Low Density) zoning district is not consistent with the Blueprint Brunswick 2040 Plan and the subject sites' LDR (Low Density Residential) Place Type, there are concerns about spot zoning due to the size of the rezoning, the C-LD zoning district is a more intensive commercial district that will impact the surrounding area by allowing uses that conflict with adjacent existing uses and uses in NC (Neighborhood Commercial) zoning district, and there are concerns about the availability of water and sewer services within the vicinity.

Mr. Cheek made a motion to open the Public Hearing and the motion was unanimously carried.

Mr. Grayson Henson addressed the Board. Mr. Henson stated that the property is best suited as C-LD because it will provide for more commercial uses that will better serve the community as a whole.

Mr. Cheek asked the difference in the NC zoning and C-LD zoning? Ms. Dixon said the NC zoning district provides for commercial uses that are commonly within a residential community, whereas; the C-LD zoning districts allows for a wide range of commercial uses that can be intrusive in a residential community.

With no further comments, Mr. Wood made a motion to close the Public Hearing and the motion was unanimously carried.

After further discussion regarding the difference in C-LD and NC zoning as it relates to the Blueprint Brunswick 2040 Plan Place Type classification, Mr. Cheek made a motion to approve Tax Parcels 2290004804 and 2290004805 to C-LD (Commercial Low Density) located off

Bricklanding Road SW (NC 179) with an amendment to the Blueprint Brunswick 2040 Plan Map for Tax Parcels 2290004804 and 2290004805 located off Bricklanding Road SW (NC 179) to MDR-M (Mixed Residential Living) and the motion was unanimously carried.

THEREFORE, on the basis of all the foregoing, IT IS ORDERED that the application for REZONING be

**APPROVE – NOT CONSISTENT WITH BLUEPRINT BRUNSWICK 2040 COMPREHENSIVE LAND USE PLAN**

- The Planning Board finds that the proposed zoning amendment is not consistent with the Blueprint Brunswick 2040 CAMA Land Use Plan (Comprehensive Plan) for the following reasons:

The proposed zoning amendment is NOT consistent. However, a land use plan map amendment has been requested to MDR-M (Mixed Residential Living).

- The Planning Board further finds that the approval of the proposed zoning amendment will amend the Blueprint Brunswick 2040 Comprehensive Plan and the following changes have been considered to meet the needs of the community:

There is an increase in commercial uses in the area.

- The Planning Board further finds that the proposed zoning amendment is reasonable and in the public's interest for the following reasons:

The MDR-M (Mixed Residential Living) will allow for greater service to the adjacent properties and the community as a whole.

Ms. Easley stated that any person with standing may appeal the decision of the Planning Board. If an appeal is received in the allotted time, the case will move forward to the Brunswick County Board of Commissioners for a Public Hearing and their consideration. She further stated that if notice of the appeal is not provided in writing within 15 days, then the decision of the Planning Board shall be final.

E. Rezoning Z-867 – Jeremy Duane Reynolds.

Request rezoning of approximately 21.61 acres located off Green Lewis Road SE (SR 1512) near Bolivia from R-7500 (Medium Density Residential) to RR (Rural Low Density Residential) for Tax Parcel 1530000803.

Mr. Ron Meredith addressed the Board. He read the Staff Report (attached) and identified the subject property and surrounding properties on a visual map.

Mr. Meredith said staff recommends approval to RR (Rural Low Density Residential) for Tax Parcel 1530000803 located off Green Lewis Road SE (SR 1512).

Mr. Cheek made a motion to open the Public Hearing and the motion was unanimously carried.

Ms. Easley asked if the applicant and/or a representative of the applicant was present? Neither the applicant nor a representative of the applicant was present.

Ms. Heather Burkert addressed the Board. Ms. Burkert said her farm property is north of the subject property and this is a VAD (Voluntary Agricultural District) area. She stated that this area is mostly agrarian and residential in nature. Ms. Burkert was opposed to the zoning change because there are several uses in the RR (Rural Low Density Residential) that are not conducive to the VAD area. Ms. Burkert said there was a parcel north of the subject property that was denied a zoning change to RR (Rural Low Density Residential) in October 2021 because it was not in the best interest of the surrounding property owners. She further stated that that property owner was allowed to rezone their property on the east side of Green Lewis Road SE (SR 1512) to RR (Rural Low Density Residential) as it was adjacent to existing RR (Rural Low Density Residential) zoning in that area. Ms. Burkert said the Planning Board supported not rezoning the western side of Green Lewis Road SE (SR 1512) to RR (Rural Low Density Residential) at that particular time (October 2021). She said approval of this zoning change will ultimately create a domino effect; thus, potentially affecting the community's health, safety and welfare as well as their quality of life.

Ms. Elvira Gilbert addressed the Board. Ms. Gilbert felt that the proposed zoning will have an adverse effect on the water quality and septic systems in the area. She concurred with Ms. Burkert's comments regarding the Planning Board's decision to not rezone the western side of Green Lewis Road SE (SR 1512). She was opposed to the zoning change.

Mr. Josh Fulton addressed the Board. Mr. Fulton said his home is adjacent to the subject property and he was opposed to the zoning change because of the potential of property values being affected by the wide range of permitted uses in the RR (Rural Low Density Residential) zoning districts.

Mr. Henry Burkert addressed the Board. Mr. Burkert was concerned with other properties being rezoned to RR (Rural Low Density Residential) if this proposed zoning change is approved. He reiterated that the Planning Board said parcels on the west side of Green Lewis Road SE (SR 1512) would not be rezoned to RR (Rural Low Density Residential) in October 2021 because the zoning change would not be in keeping with the intent of that area.

Mr. James Gilbert addressed the Board. He concurred with the previous comments in opposition of the zoning change.

With no further comments, Mr. Wood made a motion to close the Public Hearing and the motion was unanimously carried.

Mr. Cheek made a motion to deny the rezoning for Tax Parcel 1530000803 to RR (Rural Low Density Residential) and the motion was unanimously carried.

THEREFORE, on the basis of all the foregoing, IT IS ORDERED that the application for REZONING be

**DENIED - INCONSISTENT WITH BLUEPRINT BRUNSWICK 2040  
COMPREHENSIVE PLAN**

- The Planning Board finds that the proposed zoning amendment **is not** consistent with the Blueprint Brunswick 2040 CAMA Land Use Plan (Comprehensive Plan) and **is** in the public's interest for the following reasons:

The adjacent properties are currently zoned R-7500 (Medium Density Residential).

Ms. Easley stated that any person with standing may appeal the decision of the Planning Board. If an appeal is received in the allotted time, the case will move forward to the Brunswick County Board of Commissioners for a Public Hearing and their consideration. She further stated that if notice of the appeal is not provided in writing within 15 days, then the decision of the Planning Board shall be final.

#### VIII. OTHER BUSINESS.

- Planning Board Case Update.

Mr. Pages addressed the Board. He stated that Zoning Cases Z-863, Z-864 and Z-865 were approved at the Planning Board's 10-Apr-23 meeting and there were no written appeals within the allotted time (15 days), so the Board's decision stands.

- Planning Board Work Session – June 12, 2023 at 4:00 p.m. in the 2<sup>nd</sup> Floor Training Room of the David Sandifer Administration Building

Mr. Pages addressed the Board. He stated that there will be a Planning Board Work Session on 12-Jun-23 at 4:00 p.m. in the 2<sup>nd</sup> Floor Training Room of the David Sandifer Administration Building with NCDOT to discuss driveway permits, TIAs, and any other road issues.

#### IX. ADJOURNMENT.

With no further business, Mr. Wood made a motion to adjourn and the motion was unanimously carried.