

**To:** Southern Shores Town Council (Hal Denny, Jodi Hess, George Kowalski, Jim Pfizenmayer, Kevin Stroud)

**Copies:** Interim Town Manager (Chief David Kole)

Town Attorney (Ben Gallop)

Town Staff (Pat Forrester, Carrie Gordon, Alvin Rountree, Merrie Smith, Bonnie Swain)

Planning Board (Mike Florez, Bill Gleason, Larry Lawhon, Bob Palombo, Jay Russell, Nancy Wendt, Sam Williams and ETJ Rep, Ed Overton)

**From:** Wes Haskett, Town Planner

**Date:** February 18, 2010

**Re:** Recap, PAG Working Session February 1, 2010

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**PB / PAG RECOMMENDED ACTIONS FOR THE TOWN COUNCIL - None**

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### **PAG MEETING RECAP FEBRUARY 1, 2010**

The Planning Advisory Group working session convened at 7:00 pm. Planning Board Members Nancy Wendt, Bob Palombo, Sam Williams, Mike Florez, Jay Russell, alternate member Larry Lawhon, and Town Planner Wes Haskett were present. Nancy Wendt reminded the PAG that the group decided to start submitting status update charts and reports to Wes Haskett for all current projects which should be submitted by the close of business on February 8, 2010.

### **LAND USE PLAN UPDATE (Sam Williams)**

Sam Williams reported that the Code Enforcement staff is currently working on validating some statistics found in the Land Use Plan as well as correcting all of the Land Use Plan maps. Wes Haskett noted that the maps should be finished by the end of the week and that statistics were near completion.

### **TRANSPORTATION PLAN (Bob Palombo)**

Bob Palombo reported that no work has been done since the last PAG meeting and that he needed direction in how to proceed. The road classification system for TOSS roads has been accepted by the Town Council and the Town Code needs to be amended to reflect it. The CIP project review process needs to be amended so that all transportation factors are considered when any work is done on the roads.

Nancy Wendt noted that it would be beneficial to present proposed policies and action items to the Town Council again. If the Council agrees, they could then adopt the proposed process for road work and put it in to action as roads are repaired. Bob Palombo will prepare a report to present to the Town Council following a presentation to the PAG.

Bob Palombo also reported that the Transportation Committee has been dissolved and some of the responsibilities have been reassigned. The Town Planner will now be responsible for assessing the adequacy and physical condition of TOSS owned roads, bridges, and multi-use paths as well as assisting Chief Kole with the transportation needs analysis.

### **WIND GENERATION PLAN (Mike Florez)**

Mike Florez reported that the Wind Committee was in the process of reporting its findings to the PAG. Wes Haskett is currently working on a draft ordinance to present to the Wind Committee at the February, 18<sup>th</sup> meeting. Mike Florez also noted that the Wind Committee received a copy of a letter to the Mayor which suggested that the Town should establish a wind generation facility capable of meeting the power needs of the Kitty Hawk Elementary School and the Southern Shores municipal complex. A reply has been drafted for the Mayor's review.

### **WIRELESS PLAN (Larry Lawhon)**

Larry Lawhon reported that the Wireless Ordinance amendment has been adopted by the Town Council. The remaining work to be done for this project consists of the submittal of a final report and the implementation of the new Ordinance. Wes Haskett noted that the Code Enforcement Department was currently working on creating a fee and application for new wireless towers, collocations, and renewal permits.

### **CITIZEN COMMUNICATION PLAN (Larry Lawhon)**

Larry Lawhon reported that a draft Statement of Work has been submitted to the PAG and asked that all comments be sent to him.

### **STORMWATER MANAGEMENT PLAN (Jay Russell)**

Jay Russell reported that the Emerald Isle Stormwater Ordinance could be very useful while creating a Stormwater Ordinance for the Town of Southern Shores and asked the PAG to read it again. The Emerald Isle ordinance asks homeowners to be responsible for stormwater and impervious surfaces and contains performance standards and design standards for addressing stormwater issues. Wes Haskett and Joe Anlauf will read and discuss the Emerald Isle Stormwater Ordinance and report back to the PAG.

### **UPCOMING MEETINGS & PROPOSED AGENDA ITEMS**

1. Planning Board meeting February 16, 2010 has been cancelled.
2. PAG working session February 16, 2010.
  - All PAG projects general status
3. PAG working session March 1, 2010.
  - All PAG projects general status

### **ADJOURNMENT**

The PAG meeting adjourned at 8:40 pm.