

**FINAL**

**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:** March 29, 2010

**Re:** Recap, PAG Working Session March 15, 2010

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

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**PAG MEETING RECAP MATCH 15, 2010**

The Planning Advisory Group working session convened at 7:55 pm. Planning Board Members Bob Palombo, Sam Williams, Mike Florez, Jay Russell, ETJ member Ed Overton, alternate member Larry Lawhon, alternate member Bill Gleason, Project Lead Ross Mitchell, Code Enforcement Administrator Alvin Rountree, Executive Assistant Merrie Smith, and Town Planner Wes Haskett were present.

Planned Agenda items for the meeting included:

1. Discuss Transportation Infrastructure Plan presentation to be made to Town Council.
2. LR Parks, Recreation & Open Space Plan.
3. General project folders and priorities.

Wes Haskett asked for any additions or changes to the agenda. There were none.

**TRANSPORTATION INFRASTRUCTURE PLAN PRESENTATION (Bob Palombo)**

Bob Palombo presented the information he will be presenting to the Town Council on April 20th which will address the PAG's recommendation to adopt a Transportation Infrastructure Resolution. The presentation outlines the objective and goals to be addressed whenever changes are proposed to the Town's transportation infrastructure as well as why the resolution is needed and the elements that need to be considered. Sam Williams offered a few minor revisions which will be incorporated into the presentation for the April 20<sup>th</sup> Town Council meeting.

**LR PARKS, RECREATION & OPEN SPACE PLAN (Ross Mitchell)**

Wes Haskett noted that Ross Mitchell has volunteered to be the project lead for the LR Parks, Recreation & Open Space Plan and that the PAG needed to discuss the long range elements and possible questions related to the project. The Plan would be one part of the Town's Comprehensive Plan and it is also a CAMA requirement that recreation and open space be addressed in the CAMA Land Use Plan. The Town currently does not own any facilities related to parks and recreation but the Civic Associations do own and maintain such facilities.

One of the main concerns that needs to be addressed is initiating and maintaining a dialog with the civic associations and property owners associations being that they own and maintain the recreational facilities and open space. An inventory of facilities and open space has been established which will be very helpful in determining how many facilities and how much open space exist. Ross Mitchell will try to obtain a copy of the inventory and draft a Statement of Work for the PAG to consider.

**GENERAL PROJECT FOLDERS AND PRIORITIES (Wes Haskett and Merrie Smith)**

Merrie Smith reported that a new tracking system for long range projects has been suggested and distributed a spreadsheet to each project lead. Each project leader will be responsible for tracking the progress of their project and submitting to staff for filing purposes. The spreadsheet contains a prioritized description of tasks, target dates, and current statuses. The PAG will review and consider the new tracking system and provide feedback at the next meeting.

**WIND GENERATION PLAN (Wes Haskett)**

Wes Haskett reported that the Wind Committee met on March 11<sup>th</sup> and reviewed the draft ordinance for the second time which will be revised once more. The Committee will be meeting again on March 25<sup>th</sup> to discuss the final report and review the draft ordinance.

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

Sam Williams reported that the revised draft of the Land Use Plan update has been completed and that the Town Planner will be managing it through the review/approval process.

**CITIZEN COMMUNICATION PLAN (Larry Lawhon)**

Larry Lawhon reported that the Statement of Work has changed from draft to working.

**STORMWATER MANAGEMENT PLAN (Jay Russell)**

Wes Haskett and Joe Anlauf, Town Engineer will be meeting to read and discuss the Emerald Isle Stormwater Ordinance with consideration given to the guidance provided by the PAG. Wes Haskett will provide their findings and recommendations to the PAG once they have been determined.

**UPCOMING MEETINGS & PROPOSED AGENDA ITEMS**

1. Planning Board PAG working session April 5, 2010.
  - Project progress reviews.
2. Planning Board Application Review meeting April 19, 2010.

3. Planning Board PAG working session April 19, 2010
  - Project progress reviews.

**ADJOURNMENT**

The PAG meeting adjourned at 8:45 pm.