

Duplin County Planning Department

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Minutes Duplin County Planning Board 03-12-2013

Members Present Marshall Britt, Charles Edwards Jr., Bobby Jean Rivenbark, and J.B. Merritt

Members absent Tina Murphy, Debbie Jones

Others Present Randall Tyndall, Chris Jernigan

A meeting of the Duplin County Planning Board was held at the County Commissioners Board Room on March 12, 2013. The meeting was called to order at approximately 7:00 p.m. The planner advised all present that the meeting was being recorded and to please silence their cell phones.

Members were requested to review and approve, disapprove or amend the minutes of the 08-14-2012 meeting. There being no corrections nor amendments, a motion was made, seconded, and approved to record the minutes as written.

The board members were requested to review the draft agenda and provided additions, deletions, and amendments. No additions were made. The agenda was approved.

The board members were requested to review the agenda and disclose any potential "conflicts of interest". The board determined that no potential conflicts existed. No disclosures were made.

Under OLD BUSINESS, the following items were discussed:

The September 2012 thru February 2013 meetings were canceled at determination of chairman due to various reasons (sickness of board members, no pending business, etc).

Under NEW BUSINESS, the following items were discussed:

The Planner recognized new Planning Department Assistant, Chris Jernigan. The board was informed that a formal job description was being developed by the new HR Director to add some additional duties to Mr. Jernigan related to Planning Department needs. Mr. Jernigan currently serves as an Environmental Specialist for the County in the same building as the Planning Department and will assist as needed and fill in during the

absence of the County Planner. Additional information would be provided to the board as the job duties become more defined. The board was informed that the County Planner would be providing some guidance related to the County Planning Ordinances and would ask for authorization for Mr. Jernigan to sign plats as the Subdivision Administrator after the orientation/training was completed and upon recommendation of the County Planner.

A review of the power point presentations related to the Duties of the County Planning Department and the 2013 Planning Department Budget recommendations was made and comments were solicited from the Planning Board members. No additions or modifications were recommended. Comments were made as to the varied duties conducted by the County Planner.

The County MHP, Junkyard/Salvage yard Ordinance, and County Subdivision ordinances were distributed and discussed in brief. A comment was made by some of the board members regarding the need for an additional Cell Tower Ordinance to regulate the distance set backs from other structures and roadways. The Planner was instructed to gather examples of such and determine if any adjacent Counties currently regulated Cell Towers.

The County Planner requested that each board member review the Ordinance distributed and bring comments to the next board meeting for consideration/recommendation by the group. Specific discussions were made regarding the Subdivision Ordinance and the setbacks (buffer zones) between residential property and farm operations. It was specifically discussed to increase the set back from residential to farm operations to a minimum of 50 ft from the property line and require a tree lined or fence buffer zone within that 50 ft. Other planning board members were asked to consider and return to next month's meeting with a recommendation.

Under OTHER BUSINESS items:

Updates on the following were made by the Planner in sharing current status of these projects/programs:

- 1) Update of PLAN IT EAST initiatives – Next meeting April 17, 2013
- 2) Update of County Strategic Planning Process – Next meeting after June 30, 2013.
- 3) Update of County Line agreement with Wayne County.
- 4) Update of Exit 373 Sewer Project.
- 5) Relocation of Planning Department Office effective August 20, 2012 to 121 Middleton Cemetery Lane, Kenansville, NC (co-located with Building inspections and Environmental Health Departments). Same telephone and e-mail address. Note: Planning Board Meetings will continue to be conducted at BOC meeting room.

The next scheduled meeting of the Duplin County Planning Board is on April 9, 2013 at 7:00 PM at the Commissioners Board room.

Printed as of: 3/13/2013 & 1:24:47 PM

Having no additional business, the meeting was adjourned by unanimous vote at approximately 8:30 pm.

Submitted for consideration:

Randall G. Tyndall, County Planner