

AGENDA

TOWN OF OAK ISLAND COMPREHENSIVE PLAN
ADVISORY COMMITTEE MEETING
JULY 21, 2015 – 4:00 PM
OAK ISLAND TOWN HALL

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES – MAY 14, 2015, and JUNE 16, 2015
5. INTRODUCTIONS & CONTACTS
 - Clerk to the Comprehensive Plan Advisory Committee
 - Debbie Lasek, 910/201-8015, dlasek@ci.oak-island.nc.us
 - Comprehensive Plan Town Point of Contact
 - Jacob Vares, 910/201-8054, planner@ci.oak-island.nc.us
 - Office Hours: Monday, Tuesday, Thursday 8:00 am to 1:00 pm
 - Comprehensive Plan HCP Points of Contact
 - Dale Holland, 910/392-0060, dholland@hcpplanning.com
 - Wes MacLeod, 910/392-0060, wmacleod@hcpplanning.com
6. CPAC MEMBER & STAFF COMMENT
7. OLD BUSINESS
 - Overview of planning process
 - Distribution of hard copies of the project survey
 - Publication/advertisement of online version of survey (Oak Island Tribune, project website, town website, cable channel, social media)
 - Discuss the Introduction and Community Profile sections of the draft Comprehensive Plan
8. NEW BUSINESS
 - Distribute the Existing Conditions sections of the draft Comprehensive Plan
9. PUBLIC COMMENTS
10. NEXT MEETING – August 18, 2015 @ 4:00 pm
11. ADJOURN

MINUTES
COMPREHENSIVE PLAN ADVISORY COMMITTEE MEETING
MAY 14, 2015 – 4:00 P.M.
OAK ISLAND TOWN HALL

Present for the meeting are members Gary Anderson, John Bach, Charlie Blalock, Ted Bodenschatz, Neva Cardwell, Glenn Frazier, Cindy Johnson, Lynn McDowell, Malcolm Morrison, Denise Pacula, Jim Snakenburg, and Jeff Winecoff. Also present were Dale Holland, Landin Holland, Wes MacLeod, Josh Crook and Kathleen Snider.

Planning and Zoning Administrator Josh Crook called the meeting to order.

The members introduced themselves and provided a brief background.

Mr. Bach made a motion to approve the agenda. Mr. Snakenburg seconded and the motion passed unanimously.

The committee discussed election of a chairperson. Mr. Snakenburg nominated Kelly Germaine. Ms. Germaine was not present. Consensus was to vote on a chairperson at the next meeting.

Mr. Dale Holland introduced himself, Landin Holland and Wes MacLeod. Mr. Holland discussed the Rules of Procedure, a copy of which is attached to these Minutes. **Mr. Anderson made a motion to adopt the Rules and Procedures for the Conduct of Business of the Town of Oak Island Comprehensive Plan Advisory Committee. Mr. Morrison seconded and the motion passed unanimously.**

Mr. Holland discussed and answered questions regarding the Citizen Participation Plan, a copy of which is attached to these Minutes. He discussed what a Comprehensive Plan is and how the planning process will move forward. The Comprehensive Plan becomes the basis for the Unified Development Ordinance. They are fluid documents that will change in the future. Mr. Holland explained the future land use map that will be created may not align with what is on the ground currently. The map will facilitate future zoning changes so that they will align in the future.

Mr. Holland presented a document entitled "Plan Oak Island Survey," a copy of which is attached to these minutes. This document was developed based on results of stakeholder interviews. This survey will be the first item on the next meeting's agenda for discussion, and the survey will then be posted on the website. Mr. Holland asked the committee to carefully review the survey in preparation for the meeting. Ted Manos stated that we do not currently have a UDO, and this process will develop a UDO for the Town.

The next meeting is scheduled for June 16, 2015 at 4:00 p.m.

Mr. Bach made motion to adjourn. Ms. Johnson seconded and the motion passed unanimously.

The Committee adjourned at 5:23 P.M.

Approved this the ____ day of _____, 2015.

Attest:

Kathleen Snider, Secretary

MINUTES
COMPREHENSIVE PLAN ADVISORY COMMITTEE MEETING
JUNE 16, 2015 - 4:03 P.M.
OAK ISLAND TOWN HALL

Present for the meeting are members Kelley Germaine, Gary Anderson, Jeff Winecoff, Malcolm Morrison, Ted Bodenschatz, Clay Jenkins, Lynn McDowell, Neva Cardwell, Charlie Blalock, Cindy Johnson, John Bach, Dale Holland, Josh Crook and Kathleen Snider.

Planning and Zoning Administrator Josh Crook called the meeting to order.

Ms. Germaine made a motion to approve the Agenda. Mr. Blalock seconded and the motion passed unanimously.

Ms. Johnson made a motion to elect Kelley Germaine as Chairman. Mr. Blalock seconded and the motion passed unanimously.

Mr. Blalock made a motion to elect Ted Bodenschatz as Vice-Chairman. Seconded by Mr. Morrison and the motion passed unanimously.

OLD BUSINESS:

Mr. Holland explained how the survey was formulated. Vice-Chairman Bodenschatz suggested an introduction at the beginning of the survey explaining that change will happen and this is the people's opportunity to provide their opinions. Mr. Bach suggested formatting the survey to be more attractive, perhaps have the Town seal on it, as that will encourage people to respond. Ms. Cardwell suggested explaining the purpose of the survey as well. **Ms. Cardwell made a motion to limit an IP address to two surveys. Mr. Anderson seconded.** Mr. Holland said incomplete surveys are not tabulated. **The motion passed unanimously.**

The Committee came to a consensus and made the following changes to the survey:

Question 2, day visitor, visitor 90 days or less and visitor over 90 days will be added to the options.

Question 3 will be revised as follows: the options will be alphabetized, "People" will be changed to "Inviting Community" and Fishing/Boating will be added, "Natural Resources" will be changed to "Other Natural Resources."

Question 4: Adding managed growth and transportation infrastructure to the options and "Political turmoil" will be changed to "Political atmosphere."

Question 5 will be stricken from the survey.

Question 6 will be revised to "What is the most important factor in your decision of where you currently live."

Question 7 will be changed to the island, mainland,

Question 8, will be revised to included options for mainland and island.

Question 9 as follows: change the wording of "increase building height limits for non-residential units" to "increase building height limits for commercial/industrial units," adding "greenspace

expansion” and “additional recreational facilities,” change “Identify funding stream for beach renourishment” to “Funding for beach renourishment.”

Question 10, no changes.

Question 11, option three will read “Residential community with year-round citizens and families.”

Question 13 will be moved to after Question 2.

Mr. Holland will alphabetize all the options for all of the questions.

Mr. Blalock made a motion to approve the survey as amended. Mr. Bach seconded and the motion passed unanimously.

Consensus was that meetings will be the third Tuesday of every month.

NEW BUSINESS:

Mr. Holland handed out the Introduction and Community Profile sections of the draft Comprehensive Plan for the Committee to review. He stated that this will be the first topic of discussion at next month’s meeting.

There are no Public Comments. Chairman Germaine read Virginia Campbell’s written comments.

The next meeting is scheduled for July 21, 2015. Mr. Holland said discussion of where the survey will be distributed will be added to next month’s agenda.

Vice-Chairman Bodenschatz made a motion to adjourn. Second by Mr. Bach and the motion carried unanimously.

The Committee adjourned at 6:15 p.m.

Approved this the ____ day of _____, 2015.

Kelley Germaine, Chairman

Attest:

Kathleen Snider, Secretary