



**TOWN OF PINE LEVEL
MINUTES OF
PINE LEVEL PLANNING BOARD MEETING
JULY 24TH 2025 @ 6:30**

MEETING INFORMATION

The Pine Level Planning Board met on July 24th, 2025 at 6:30 p.m. at the Pine Level Town Hall. The meeting was called to order by Chairman Kevin Kornegay.

1. CALL TO ORDER/ROLL CALL

✓ KEVIN KORNEGAY

✓ BERRY GODWIN

X FAYE STARLING

✓ CECELIA JOYNER

✓ RANDY HOLLOMAN (ALT 1)

✓ TERRY RAINS (ALT 2)

✓ SAMUEL HEUERTZ (ALT 3)

X TONIA HILL

✓ TAMMY REGISTER

✓ GREG JOHNSON

X SHANE STRICKLAND (ALT 1)

STAFF PRESENT - Town Clerk Ashley Willoughby, Planning and Zoning Director Scottie Hayes, Administrative Assistant Danielle Lanier

OTHERS PRESENT- Debra Heuertz, Peter Perchak, Rodney Cabe, Amanda Grimm, James O'Malley, Aly Burr, David DeYoung, Izabella Leeworthay

2. APPROVAL/ AMENDMENT TO AGENDA

MOTION-To approve the agenda- Terry Rains

SECOND – Greg Johnson

VOTE - UNANIMOUS

3. APPROVAL OF MINUTES FROM JUNE 26TH, 2025

MOTION-To approve minutes- Tammy Register

SECOND- Terry Rains

VOTE – UNANIMOUS

4. CREECH'S MILL ROAD PRELIMINARY PLAT REVIEWAL

MOTION- To recommend approval to Town Board-Terry Rains (Later Rescinded)

SECOND- Randy Holloman (Later Rescinded)

Discussion-

Chairman Kevin Kornegay brought street "I" on the map to attention due to the length of the cul-de-sac. Ms. Amanda Grimm, representing The Becker Morgan Group, answered questions the Board had concerning the excess of 500 ft in cul-de-sac on the preliminary plat. Chairman Kornegay explained that if there was an issue of accessibility it could be approved for up to 900 ft as per the ordinance. Chairman Kornegay stated that in the Subdivision UDO (Unified Development Ordinance) under section;

406.7-B it states:

Cul-de-sac streets should not exceed five hundred (500) feet in length unless necessitated by topography or property accessibility and in no case shall be permitted to be over nine hundred (900) feet. The length of the cul-de-sac shall be measured from the center of the intersection at the beginning of the cul-de-sac running along the centerline to the center point of the turnaround. Where one cul-de-sac intersects with another cul-de-sac, the end of each cul-de-sac shall be no more than five hundred (500) to nine hundred (900) feet from a through street, measured as stated above. The distance from the edge of pavement on the vehicular turnaround to the right-of-way line shall not be less than the distance from the edge of pavement to the right-of-way line on the street approaching the turnaround.

Mr. Kornegay mentioned buffering between the residential areas and commercial property buildings or industrial buildings. Ms. Grimm explained that on the preliminary plat there is nothing more than set-backs. Mr. Kornegay then read section 410 of the subdivision UDO which reads;

410 BUFFERING

Whenever a residential subdivision is located adjacent to an office, institutional, commercial, industrial, or mixed use, or property zoned for these uses, which do not have a buffer, the subdivider shall provide a buffer as required by the Town of Pine Level Zoning Ordinance, Article IV Development Standards, Section 403 Landscaping Ordinance.

Mr. Berry Godwin asked for clarity regarding the length of the cul-de-sac on street "I". Ms. Grimm explained there would have been no way to access some of the land. Essentially, it was to maximize the quantity of lots, other wise there would have been one large lot. Town Clerk, Ashley Willoughby, asked Ms. Grimm if behind lot 105 was a pond or drainage system. Ms. Grimm explained that when it was approved, it didn't have curb and gutter, no storm water ponds and was without sidewalks, since then they had updated it with sidewalks on one side of the street, as per the code, and storm water ponds. Ms. Grimm further explained that the location of ponds and sizes may change slightly in design. The quantity of lots have reduced since the changes were added, from 130 lots to 126. Ms. Grimm shared that the developers are eager to add a trail going around the pond and adding little details to make the community more inviting and attractive. Ms. Willoughby stated that the distance between the retention pond would help better the storm water it has added the extra length to the fore mentioned street. It was discussed to modify the motion. Mr. Randy Holloman rescinded his second and Mr. Terry Rains restated his motion with some modifications.

MOTION- To recommend approval of the preliminary plat to Town Board with the condition that a buffer be added to street "I" as reference, adhering to section 410, the buffering requirement. -Terry Rains

SECOND- Greg Johnson
VOTE – UNANIMOUS

5. LONG LEAF VILLAGE (COUNTRY STORE MEADOWS)

Mr. Kornegay explained to the Board that the checklist for the final plat is tedious and Planning and Zoning administrator, Scottie Hayes, has put the time in making sure the checklist was properly done. Mr. Kornegay expressed how he feels it is not necessary to go over the checklist with the Planning Board, he stated that Mr. Hayes is in charge of doing that and he does a good job of it. Mr. Berry Godwin asked a question of the zoning of adjacent parcels, it was believed to be RS (Residential Subdivision) for the surrounding parcels.

Mr. Randy Holloman asked about mail kiosks and sidewalks. Mr. David DeYoung with Strickland Hinton, LLC explained the kiosks do not generally get put in until around the time of the first house goes in to avoid potential damage. Mr. DeYoung stated that the Town hasn't asked for a bond on the sidewalks but they would be happy to bond any infrastructure. There will be sidewalks in the subdivision they are generally put in when pouring the driveways for each house, again to avoid potential damage explained by Mr. DeYoung. Mr. Hayes explained that a bond is needed for the sidewalks. Mr. DeYoung stated he would get an engineer's estimate. Mr. Godwin, asking for clarification, if the Final Plat was going to be recommended for approval without all of those things being done first. Chairman Kornegay stated that is what they are asking for. To which Mr. Godwin asked why would the Board recommend approval. Mr. DeYoung explained that the town would get a performance guarantee to make sure it would all be installed and again mentioned that some things prematurely installed are at higher risk being damaged during construction. The Town is not going to want to take over sidewalks that are already damaged stated Mr. DeYoung. Mr. Godwin stated that he was under the assumption that the Town was not going to approve sidewalks being put in with each house as they are built. Discussion about when the ordinance change mentioned a specific timeline for when sidewalks would be put in. Mr. DeYoung stated that it is an expensive proposition to put sidewalks in and have them get broken up. He further explained that they would be posting bonds because of the 125% of the construction costs and the Town would hold the bonds until the sidewalks are completed and agree that they will be accepted by the Town. There was discussion about the order of things and to the timeline of installments and what was shown or wasn't shown on the final plat. Mr. DeYoung stated that if putting sidewalks on the Final Plat was what the Town wanted then he would do it. It would be the first time he has ever had to do so but, he would oblige.

MOTION- To recommend approval to Town Board with the condition that we get a bond for the street lights sidewalk and kiosks and the amendment to the maps to show shows sidewalks as per the requirement- Samuel Heuertz

SECOND- Tammy Register

Discussion- Berry Godwin asked if the sidewalks will be put in when the house is sold. Mr. DeYoung explained that the sidewalk will be put in after the house is no longer getting materials to it. Mr. DeYoung went on to explain how if the sidewalks are put in before construction is complete the chance of the Town inheriting damaged sidewalks is more likely.

VOTE – The motion passed with 2 opposed;

A vote was taken Kevin Kornegay, Cecelia Joyner, Terry Rains, Samuel Heuertz, Tammy Register, and

Greg Johnson (6) voting YAY. Berry Godwin and Randy Holloman voting (2) NAY. The motion passed with 2 oppositions. 4 yay 2 nay of voting members.

6. OLD BUSINESS

Mr. Samuel Heuertz mentioned to the Board that the modifications to the sidewalks were approved by the Town Council. As well as the TIA (Traffic Impact Analysis) requirement for development. The TIA suggested by the Planning Board for the entire Town was approved. Mr. Heuertz stated they approved it but he is not sure what that will look like moving forward. Mr. James O'Malley mentioned the intersection by Eastfield and the numerous accidents that happen do to lack of proper signage. Ms. Willoughby stated that is within the Town of Selma's city limits and it is DOT responsibility to make proper signs.

7. NEW BUSINESS

- **UDO modification 304.3-304.4**

The construction requirements/ checklist in discussion also, Ms. Willoughby mentioned minor subdivision sketch plans are not normally enforced. The removal of section 304.2 item B2 to remove the phrase "minor or" is recommended. Ms. Willoughby informed the Board of suggested changes she made in section 304.3-D- Installation of Improvements. She encouraged the members to voice any opinions they may have to any changes. It was suggested to have a sub committee meeting on the reviewal of the proposed changes. Ms. Willoughby stated that to her recollection, there is a section in the ordinance that has a 30-day or 60-day window period where after approval of a plan the Planning Board or Town Board can make amendments or changes if needed. Ms. Willoughby mentioned having an engineer doing a seal of approval on the plans, or have the developer take a second look at them. The Planning Board would still have the preliminary and final Plat for final reviewal and recommendation to the Town Board.

Ms. Amanda Grimm explained to the Board that the preliminary plat is just the concept of the neighborhood. The construction drawing phase is when many things are going underneath the ground it's a lot to review that is better left to the engineer and Public Works to look over. Ms. Grimm mentioned the significant amount of technical engineering underground and what is going to above ground. Mr. Kornegay stated the spirt of this change is clarification for the developer. Ms. Willoughby stated that this is a great opportunity for the Board to make changes or amendments for what they would want to see moving forward.

MOTION- To table for 30 days- Greg Johnson

SECOND- Tammy Register

Mrs. Cecelia Joyner asked Mr. Hayes if he was charged with the responsibility of verifying that the Plat meets the Town's ordinance, to which Mr. Hayes said yes. It was discussed about the great amount of intricate detail on the Plats and bringing it to the Planning Board helps catch any mistakes that were missed previously. She then inquired about what process the Planning Board then takes. She posed the statement that the first responsibility belongs to the developer which in turn should adhere to our ordinance. Mr. Kornegay explained that the plat *should* be in compliance with our ordinance, but mistakes happen and some plats aren't in full compliance when presented to the Planning Board. Mrs. Joyner's question to the Board was why take time to review and update the ordinance if no one will be held responsible. Chairman Kornegay stated the Board is holding them accountable by recommending approval or not to the Town Board, he stated that developers make mistakes and there

is a lot of information to go over. As Mrs. Cecelia understands the conversation the Planning board has accepted things that should not have been recommended for approval due to the lack of compliance to the Town's ordinance. It was explained that if a plat doesn't meet the ordinance requirements that the Planning Board can send a recommended approval with conditions so it doesn't have to come back to the Planning Board if those conditions are met when brought to the Town Board.

Mr. Hayes stated that if stipulations, for example, if the Planning Board is not going to accept a final Plat without sidewalks it needs to be in the ordinance. He went on to explain in the case of Long Leaf Subdivision, a walk through with himself Mr. DeYoung and others would be done before the streets were dedicated to the Town.

Ms. Grimm wanted to follow up with the understanding that you can't start building houses until an address is assigned, in turn you can't get an address until a final plat has approval, and you don't want to build sidewalks before the houses because of damage risk. She asked the Board if they would consider putting in the ordinance that all sidewalks are bonded. Mr. Hayes replied that bonds for sidewalks is in the Town's ordinance. Ms. Willoughby added that she believed the Board was concerned with sidewalks not being consistent throughout the subdivision, explaining that there would be spaces, empty, in between the sidewalks that were completed. Mr. Godwin expressed how the ordinances were given to the Board by people who wrote and understood it and essentially the Board went along with that knowledge. He went on to say that if changes need to be made by the Board it can be done, but there shouldn't be exceptions for anyone and the ordinance should be followed.

Mr. Kornegay explained that it does state in the ordinance that you must have installed the improvements specified in this ordinance or guarantee you installations as provided. Mr. Heuertz inquired about the bonds and the time frame, Mr. Hayes stated that bonds are like a contract so if the sidewalks aren't done in two years you take the bond and finish the sidewalks. It was mentioned if the sidewalks were put down before the construction of the homes the Town would potentially be receiving damaged sidewalks, the Town accepts the sidewalks the same time the streets are accepted. There was debate of sidewalks being put in too early and if they could be covered up to avoid damage. Mrs. Joyner asked Mrs. Tammy Register her experience with sidewalks. She explained that concrete cracks, she hasn't seen root cracks when it's installed properly, but when sidewalks are installed too soon and a truck damages it, it's a waste of time and money.

VOTE – UNANIMOUS

Ms. Willoughby asked the board members if they would like to create a subcommittee for the ordinance revisions. Chairman Kornegay stated he didn't think time needed to be spent on a subcommittee he was unsure if it was necessary. He then asked if anyone was in favor for creating the subcommittee.

Chairman Kornegay mentioned that there has been some talk about a social district in the immediate downtown area. Currently in the town's ordinance alcoholic beverages outside the business is prohibited. In efforts to make the downtown a more desirable destination, according to Mr. Kornegay there has been talk about bringing a social district, in efforts to help make it more inviting. If business were willing to participate a "special cup" specifically used for the social district would be provided and you could venture with in the downtown from business to business that were willing to participate. Mr. Kornegay stated if it was something that people wanted to be pursued it would have

to be brought before the town council. The first thing to do is to gauge if people would want a social district. He went on to say as of now, that type of atmosphere is not present in the downtown district. It was determined that as of now the ordinance states you cannot step out to the public sidewalks with an open beverage. Ms. Willoughby mentioned the possible obstacles of the state-maintained roads and the railroad right of way. She further mentioned, if the Board would like staff to further investigate it would be done, but there are other agencies such as DOT, NC Railroad Company, NC Alcohol Board as well as Town Board. Mrs. Joyner stated that the Planning Board was not the Town, and asked if this social district proposal was presented by petition or in what way the community has voiced this interest. Mr. Kornegay stated that a recommendation would go to the Town Board which would trigger a public hearing and then the community would have a chance to speak before the Board. Ms. Willoughby stated that the Board can direct staff to do research and present that at the next meeting to present to planning board. There is a lot of research into the laws and what would have to change within our ordinance. There was discussion about if the citizens wanted this. Mr. Rodney Cabe mentioned that he spoke with some of the business owners within the downtown and many of them were on board with the social district. Mr. Cabe explained that he had done some research on this social district and has spoken with ALE (Alcohol Law Enforcement) and Chief Woodard, would do what the Town wanted according to Mr. Cabe.

Motion-To direct Town Staff to look up the feasibility of a social district, getting an analysis with the railroads and the state on account that it is feasible. – Samuel Heuertz

Second-Tammy Register

VOTE – Motion Passed with 1 nay from Mrs. Joyner

8. DISCUSSION

- **UPCOMING TERMS TO EXPIRE**

Administrative Assistant, Danielle Lanier, notified the Board members of the terms that were set to expire on October 31st, 2025 for Mr. Berry Godwin-In-Town, Randy Holloman-In-Town Alternate (1), and Mr. Greg Johnson- ETJ. Ms. Willoughby advised them to get their applications in, if they so wish to apply again.

Mrs. Lanier notified the Board of an application submitted by Mr. James O'Malley for the ETJ seat that was available on the Board. The Board was informed that the application would go before the Town Board at the next meeting set for August 11th, 2025.

9. ADJOURNMENT:

There being no further business to discuss, Ceceila Joyner made a motion to adjourn. Terry Rains seconded the motion. Motion passed by unanimous vote. The meeting adjourned at 8:03 p.m.



Danielle Lanier, Administrative Assistant



Kevin Kornegay, Chairman