



**TOWN OF PINE LEVEL
MINUTES OF
PINE LEVEL PLANNING BOARD MEETING
SEPTEMBER 25TH, 2025 @ 6:30**

MEETING INFORMATION

The Pine Level Planning Board met on September 25th, 2025, at 6:30 p.m. at the Pine Level Town Hall. The meeting was called to order by Chairman Kevin Kornegay.

CALL TO ORDER/ROLL CALL

✓ KEVIN KORNEGAY
✓ BERRY GODWIN
✓ FAYE STARLING
✗ CECELIA JOYNER
✓ RANDY HOLLOWAY (ALT 1)
✗ TERRY RAINS (ALT 2)
✓ SAMUEL HEUERTZ (ALT 3)

✗ TONIA HILL
✗ TAMMY REGISTER
✗ GREG JOHNSON
✓ JAMES O'MALLEY
✓ SHANE STRICKLAND (ALT 1)

STAFF PRESENT – Town Clerk Ashley Willoughby, Administrative Assistant Danielle Lanier

OTHERS PRESENT - Dennis Peacock, Ethan Averette, Ross Lambert, Debra Heuertz, Rodney Cabe

APPROVAL/ AMENDMENT TO AGENDA

It was stated to strike item 4 on the agenda, Mr. James O'Malley's oath, as it had been given prior to tonight's meeting

MOTION- To strike item 4 from the agenda – Berry Godwin

SECOND – James O'Malley

VOTE - UNANIMOUS

APPROVAL OF MINUTES FROM AUGUST 28, 2025

MOTION- To approve minutes- James O'Malley

SECOND- Faye Starling

VOTE - UNANIMOUS

STAFF UPDATE

Staff updated the Board on the recent events; the Town Board corrected the next date from October 13th to the 20th. Also, Mr. Randy Holloman and Mr. Greg Johnson submitted their applications for the Planning Board.

Emily Gardens (Phase 1 Sec 2) Final Plat

The Planning Board looked over the corrected items on the Final Plat. Before tonight's meeting, there were corrections that needed to be made to the plat. The Final Plat with all the proper corrections was presented to the Planning Board. Mr. Ethan Averette with Stocks Engineering was present to represent the development. Mr. Averette informed the Board that RRT development assumes responsibility for the roads until the dedication of said roads to the Town of Pine Level. It was mentioned that some of the infrastructures will be bonded, asphalt, sidewalks and streetlights. Town Clerk Ashley Willoughby confirmed that the Town has received the bonds and the HOA (Home Owners Association) covenants are the same as phase 1 section 1 of Emily Gardens. Mr. Berry Godwin posed the question of who is responsible for looking over the bond and determining the estimate. Ms. Willoughby explained that staff confer with the Mayor and the Town Council about the bonds and that the engineer, in this case, Mr. Averette, develops the estimate for the bonds. The Town Board ultimately approves the bond. Chairman Kevin Kornegay, spoke to what Mr. Godwin asked, and stated we are entrusting the bond estimates to the development's engineers. Ms. Willoughby stated that the Board can deny if they feel the bonds aren't enough, or don't approve the terms of the bond. Mr. Shane Strickland asked Mr. Averette if the bond was for the value they calculated (100%) of the amount or if it was 125% of the valued amount, to which Mr. Averette answered the bond is for the value estimated (100%).

Mr. Strickland asked why the detention pond was removed. Mr. Averette explained it was for clarity, and they didn't put it in phase one either. Mr. Averette explained the covenants are the same for phase 2 as they were for phase 1 of this development. It was mentioned that the HOA will be responsible for maintaining the streetlights and they will not be dedicated to the Town. Mr. Kornegay mentioned that in the UDO (Unified Development Ordinance) it states that the Town would assume responsibility for the lights, Ms. Willoughby stated it is within the HOA agreement.

Mr. Godwin inquired as to why the HOA has responsibility of the streetlights and not the Town. Mr. Godwin stated that someone has made a "major change" in the policy if the Town is not taking responsibility. Chairman Kornegay stated the HOA has stepped up and offered to do it. Mr. Samuel Heuertz stated that is likely the only way to compensate the additional fees for the upgraded lights in the subdivision. Ms. Willoughby stated that the ordinance states that an HOA *can* dedicate the lights to the Town, if the HOA decides to assume responsibility for the lights they can do that as well. It was mentioned how Phase 1 section 1 of Scottie's Ridge took the responsibility for the lights and it passed through the Planning Board and Town Board. There was further discussion among members about the streetlights.

MOTION- Recommend to approve the final plat to Town Board -James O'Malley

SECOND- Samuel Heuertz

Mr. Godwin asked if everything needed was on the Plat currently and no changes are needed, to which Chairman Kornegay replied everything that has been caught.

VOTE - UNANIMOUS

OLD BUISNESS

- **Tabled Item- UDO Modification 304.3-304.4**

Chairman Kornegay mentioned the time and effort already put into the proposed modifications. It was suggested to direct staff to reach out to people like Andrew Hodge, Merle Hall and others to collect their input for the proposed modifications. Chairman Kornegay stated the reason for this proposed modification is for this checklist to make sense accordingly. Mr. Shane Strickland explained these changes aren't to make it easier for the developers. Essentially, the change is remodifying what is being asked for and when. It is to make the requirements clear. This modification would remove the back and forth from the developer and planning board when the developers don't have certain things on plats they are not prepared to have. It was mentioned this change wasn't to make it easier or harder for anyone but to provide clarity. Mr. Godwin suggested that someone who has a reputation and understanding the purpose of this [change] should be consulted. It was mentioned that staff from the Department of Commerce came to help with the ordinances. Ms. Willoughby stated that staff could inquire the State about a representative's advice on the matter.

MOTION- To table for 30 days and direct staff to contact the Department of Commerce for review-Berry Godwin

SECOND- Randy Holloman

VOTE – UNANIMOUS

- **Social District**

Chairman Kornegay stated Ms. Willoughby was waiting on the information from the D.O.T. and the NC Railroad about this matter. Mr. Rodney Cabe stated he has spoken with all the business owners and they are in favor of a social district. It was mentioned that there are general requirements, administrative requirements and ordinance changes that would have to be made. Information about a social district was provided by Mr. Cabe and was given to Planning Board members at July's planning board meeting. Chairman Kornegay stated that the Town Board relies on the Planning Board to make recommendations. Staff is currently waiting on the information from D.O.T. and the railroad to move forward.

MOTION- To table - Shane Strickland

SECOND- James O'Malley

Discussion- Mr. Berry Godwin stated he doesn't think the Town Board would recommend to look into this, he further stated that the question should be asked if the Town Board wants the Planning Board to further investigate this district. Mr. Godwin suggested that someone put the Planning Board up to the task of investigating a social district. Chairman Kornegay stated that if at all possible, to make a motion for the Town Board to look into this, it would get it out of the Planning Board's hands because ultimately, it is the Town Board's decision. Mr. Godwin stated unless the Mayor directed the Planning Board to look into it someone was behind the thought of a social district. Mr. Rodney Cabe stated that it wasn't the Mayor that asked about the social district. He further explained that there are businesses downtown like Mrs. Joyce's, if you were to have a drink on the sidewalk outside it is currently illegal. Mr. Cabe mentioned he spoke with Selma about their Social District and asked if there were any downsides to which the answer was no, according to Mr. Cabe. Mr. Cabe further explained that he has spoken with each Commissioner, Mr. Cabe was advised to bring it to the Planning Board and once the Planning Board has it in a presentable package it then can be presented to the Town Board.

Mr. Cabe stated that before he started this process he told each business owner to see if they were on board with the social district and according to Mr. Cabe they were. Mr. Godwin suggested that the Planning Board should ask what the pleasure of the Town is and if they want the Planning Board to be involved or just sit on the sidelines. Mr. Strickland asked Mr. Cabe if he could confirm that he had spoken with the Committee and that they suggested that Mr. Cabe bring this to the Planning Board to which Mr. Cabe confirmed. Mr. Strickland asked Mr. Cabe if he thought the Planning Board had enough information to present to the Town Board. To which Mr. Cabe replied, based on the information Ms. Willoughby is waiting on from the DOT and Railroad, that it would be best to present the entirety of the information to the Town Board.

VOTE – UNANIMOUS

- **Parking for All Districts (Uses)**

Chairman Kornegay researched other towns nearby such as Kenly, Princeton, Selma, and Smithfield printouts were made for all members. The current parking requirements state that a restaurant, for example, has to have a minimum of 15 parking spaces plus 1 spot for each additional 50 square ft. of gross floor area. The Board members were given each town's parking requirements to look over. There was discussion among the Planning Board for each town and different scenarios. Mr. Strickland mentioned the Board members just received the information without time to look over the information.

MOTION- To table until the next meeting- Berry Godwin

SECOND- Shane Strickland

VOTE – UNANIMOUS

NEW BUSINESS

- **Bylaw options for seat appointments**

Planning Board members were presented with 5 options for bylaw seat appointments. Option 1 and option 3 were identical, and option 1 was to be disregarded. After some discussion the Planning Board decided that option 4 was an appropriate choice.

Option 4- In the case there is a resignation, death, or otherwise, of a member, an alternate will fill that vacancy automatically and serve for the balance of that term. Alternates shall be appointed to vacant seats with the longest serving alternate given the first opportunity for first appointment and the second given the second opportunity and so forth. The other alternates will move up in order accordingly.

MOTION- To adopt Option 4- Berry Godwin

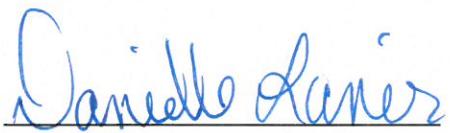
SECOND- Faye Starling

VOTE – UNANIMOUS

Ms. Willoughby informed the Board that discussions with the NCDOT were underway for the town wide TIA (Traffic Impact Analysis) and hoping to have an update soon. Ms. Willoughby stated they are in the process of reviewing two bond releases for Emily Gardens Phase one section one. There was discussion on the process of when sidewalks are built. Mr. Strickland mentioned that requiring only 100% of the bond amount is unusually low, most places are 125% of the bond. Ms. Willoughby explained that Emily Gardens does their bonds through each phase. She explained that the Mayor has expressed his interest into further inquiry on bond information due to inflation and cost of materials. There was further discussion about the calculations and estimates of the bond.

ADJOURNMENT:

There being no further business to discuss, Shane Strickland made a motion to adjourn. Samuel Heuertz seconded the motion. Motion passed by unanimous vote. The meeting adjourned at 8:52 p.m.



Danielle Lanier, Administrative Assistant



Kevin Kornegay, Chairman