

# Perquimans County Planning Board

## MINUTES

Tuesday, August 13, 2024

The Perquimans County Planning Board held its regular monthly meeting on Tuesday, August 13, 2024, at 7:00 PM in the Community Meeting Room of the Perquimans County Library.

MEMBERS PRESENT: Antoine (A.J.) Moore, Chair  
Lewis Smith, Vice Chair  
Thelma-Finch Copeland  
John Skinner  
Teresa Blanchard

MEMBERS ABSENT: None

OTHERS PRESENT: Rhonda Repanshek, Planner  
Trevor Miles, Planning and Zoning Technician  
Patrick Whitehurst, Subdivision Applicant  
Jason Mizelle, Surveyor – Timmons Group

Planning Board Chair, AJ Moore, called the meeting to order at 7:03 pm and opened the meeting with prayer.

### Agenda Item I, Approval of Agenda:

Mr. Smith made a motion to approve the agenda, which was seconded by Ms. Blanchard. It passed unanimously.

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Agenda Item II, Consent Agenda/Approval of Draft Minutes of Previous Planning Board Meetings: *See attached draft of April 9, 2024, Regular Meeting minutes.*

Ms. Blanchard made a motion to approve the consent agenda as presented, which was seconded by Mr. Smith. The motion passed unanimously.

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**Agenda Item III, Business Item A: Review of proposed major subdivision sketch/preliminary plat of The Windmill at Coastal Farms in Woodville on tax parcel 4-0036-0124F which is zoned Residential and Agricultural RA-32. Sixty-four lots are proposed between the 200 block of Woodville Road and Magnolia Trail.**

Planner Repanshek started her presentation by drawing attention to the major subdivision flowchart, and the fact that due to the peculiarities of the specific proposal, the sketch plat and preliminary plat were being combined into one.

Mr. Smith then asked why the power companies couldn't decide who serviced the area. Planner Repanshek answered that they did not contact the Planning Department, and that as far as she knew, the power companies do know who services the area. Mr. Smith then asked if it was Albemarle Electric Cooperative or Dominion Power. Mr. Moore responded that he believed it was Albemarle Electric. Mr. Whitehurst then confirmed this, and stated they had already received a quote.

Mr. Mizelle then reiterated what Planner Repanshek said earlier about this being a unique situation given the pre-existing infrastructure that is located on the property. He also stated that once the sketch/preliminary plat has been approved by the county commissioners, they will begin obtaining Erosion Control permits and any modifications to existing permits that may be needed.

Planner Repanshek then began to review the Technical Review Committee's comments, or lack thereof, starting with the Water Department's comments, which included the need to verify the existing water infrastructure would be adequate for the new proposal. The Water Department also stated that the Timmons Group would need to run fire hydrant flows to ensure adequate fire protection for the additional lots. They also pointed out that because the lot lines had changed, that any water taps in unfavorable locations will need to be abandoned and new taps installed, and that because the road layout is also changing, any water mains under the abandoned streets will need to be moved and/or added for the new streets.

Mr. Mizelle then explained that the reconfiguration of the streets will be the last phase of development, and that the first phase will be at the very back of the subdivision. Planner Repanshek then added that they would have to bring the final plat of each phase back through Planning Board and the County Commissioners. She then explained that the street being proposed to be moved is currently named Birchwood Lane, and on the plat is labeled Long Leaf Drive. It was then pointed out that Mr. and Mrs. Montgomery currently live on the parcel behind the proposed subdivision, and their address is based on the existing Birchwood Lane. This means that when the configuration of the road is changed, the Montgomery's address number will also likely change.

Mr. Skinner then asked what roads currently existed on the ground, to which Planner Repanshek directed him to his copy of the orthophoto. She also elaborated on topo lines contained in the plat, and stated that the applicants intend to use the covenants of Cedarwood Village, the subdivision to the north, as a model for the covenants of this neighborhood.

The discussion then moved to the electric company comments, and Mr. Mizelle explained that they will typically coordinate with the electric company during the construction plan phase.

Planner Repanshek then stated that Department of Transportation had not responded to her inquiries, and Mr. Whitehurst stated that there had been conversation about a year ago about potential installation of a turn lane on Body Road, and stated that DOT was not requiring a turn lane on Body Road. Planner Repanshek also stated that during the rezoning hearing, a property owner on Magnolia Trail expressed concern about the potential for increased traffic. Mr. Whitehurst then explained that during the construction phase of development, the traffic would be directed onto Hawthorn Boulevard,

and the Magnolia Trail connection would be barricaded. It was then asked if the concern was construction traffic specifically, or if it related to increased traffic in general, to which it was stated that the concern was traffic in general.

Mr. Whitehurst then pointed out that another concern expressed by the Magnolia Trail resident was the fact that smaller homes were being proposed, and that it would have an adverse impact on property values, which Mr. Whitehurst stated was simply an unfounded concern.

Planner Repanshek then explained that the applicants had submitted the prior ARHS preliminary evaluation, and that per R. Hollowell at ARHS, it was expired by several years. He also explained that the method by which preliminary evaluations are issued had changed.

Planner Repanshek then stated that J. Peele of the Soil and Water Conservation District expressed concern about potential drainage issues because, due to the proposed lot configuration, the main drainage ditch would be filled in.

Mr. Mizelle then explained that the drainage currently being handled by that ditch will be redirected along the property line swales and to the canal to the north of the property. Existing corrugated metal pipes will be replaced with concrete pipes.

It was also asked as to whether the plans included a 30-foot drainage easement on the property lines having bordering the canal to the north, mirroring what was done in the Cedarwood Village subdivision. Mr. Mizelle stated that he believed the plan was to mimic that.

Mr. Mizelle then stated that the lot line swales will be shallow, and that the impervious area coverage overall will remain the same as from previous proposals, just dispersed amongst the increased lots.

Planner Repanshek then reviewed the remaining planning staff comments, including the requirement for noting if a Federal monument is within 2000 feet of the proposed subdivision and if the lot marked "Open Space C" had a specific reason for being shaped like a triangle.

Mr. Whitehurst then gave a brief summation of why the proposed subdivision was being called The Windmill at Coastal Farms.

Ms. Blanchard asked if the trees along the North side canal will be disturbed at all. Mr. Mizelle and Mr. Whitehurst both stated that there were no plans to disturb the canal bank anymore than is absolutely necessary to ensure adequate drainage in the subdivision.

**Mr. Skinner then made a motion to recommend approval of the sketch/preliminary plat of The Windmill at Coastal Farms to the Board of County Commissioners, as presented. Mr. Smith seconded the motion. It passed unanimously.**

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**Agenda Item III, Business Item B: Election of Planning Board Chair and Vice-chair for 2024-2025**

Mr. Moore opened the floor for nominations for chair. Mr. Skinner nominated Mr. Moore for chair; seconded by Ms. Blanchard. The vote was unanimously in favor.

Mr. Moore then opened the floor for nominations for vice-chair. Mr. Skinner nominated Mr. Smith for vice-chair; seconded by Ms. Blanchard. The vote was unanimously in favor.

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**Agenda Item IV, Other Items A: Status Report on Previous Board Recommendations:**

**Multiple Flag Lot subdivision request by Mae McGee to split an approximately 28-acre family land tract amongst heirs at the intersection of Center Hill Highway and North Bear Swamp Road; tax parcel 3-0048-00009D.**

Planner Repanshek updated the board on the status of the multiple flag lot subdivision request by Mae McGee by stating that the request had been approved by the Board of County Commissioners with the condition that the statement regarding driveway permits be added to the plat, and that the plat had been signed by her, but it was unclear if it had been recorded at the Register of Deeds yet.

**Review of Rezoning request REZ-24-01 by Joseph t. Whitehurst, Jr for 67.95 acres of tax parcel 4-0036-0124F to be rezoned from RA-43 to RA-32. Subject property is in the 200 block of Woodville Road and extends southwest to Magnolia Trail.**

Planner Repanshek stated that the rezoning request was approved by the Board of County Commissioners. Mr. Skinner then asked what the difference between RA-43 and RA-32 was. Planner Repanshek responded that the square footage requirement of the lots is smaller with RA-32 (32,500 sq ft).

Mr. Skinner then asked about previous subdivision requests in the Albemarle Plantation area that were heard by the Board, referring to the subdivision for the Bethel Volunteer Fire Department, Albemarle Preserve Phase 1A preliminary plat and the Cole tract.

Planner Repanshek explained that the paperwork for the Bethel Vol. Fire Department subdivision had been finished and recorded, and that the Albemarle Preserve Phase 1A preliminary plat had been granted an extension to next spring (March 2025).

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**Agenda Item IV, Other Items B: Chair's signature on approved minutes.**

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**Meeting adjourned at 8:00 pm.**

**Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024.**

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Chairperson

\_\_\_\_\_  
Recorder

Attachments: A (Attendance Sheet)