

Joann M. McDermon, Mayor
Tom Leonard, Mayor Pro Tem



Alice Derian, ICMA-CM
Town Manager

Aldermen:
Mike Benson
Richard Grant
Laura Olszewski
Connie Pletl

Alexis Stanfield, NCCCC
Town Clerk

Planning Board Committee Report
September 3, 2025

Present: Susan Meyer - Chair, Fred Fontana - Vice Chair, Lisa Brown, Teri Ward, Keith Wilkerson
Absent: Charles "Rusty" Walker - Alternate, Jan Bellamy - Alternate

I. CALL TO ORDER

Chair Meyer called the meeting to order at 6:00 p.m.

II. ADOPTION OF AGENDA

Ms. Brown made a motion to adopt the agenda. Vice Chair Fontana seconded the motion. The motion passed unanimously, 5-0.

III. APPROVAL OF MINUTES

Ms. Ward made a motion to approve the regular minutes from the July 10th meeting. Ms. Brown seconded the motion. The motion passed unanimously, 5-0.

IV. PUBLIC COMMENT

None.

V. OLD BUSINESS

A. Southeastern NC Regional Hazard Mitigation Plan 2025 Update
Planning Director Hill encouraged the members of the Planning Board and the public to register, attend, and participate in the virtual public meeting on August 18, from 6:00 – 7:00 p.m. There was a QR code shown on the board room screens for the registration page.
Planning Director Hill welcomed Attorney Chip Payson to the meeting via Teams.

VI. DISCUSSION

Planning Director Hill explained that the Town was in the process of hiring a second staff member for the Planning Department. This new member would assist with updating the zoning map and the UDO (Unified Development Ordinance) to include the 2024 legislative updates.

Chair Meyer asked about the process timeframe.

Planning Director Hill said that the interview process would conclude on August 15th and anticipated introducing the new Planner at the September Planning Board meeting. Her goal was to have a successful turnover before she retires. Ms. Hill explained that the Town was experiencing an increase in staffing stability with the hiring of a Town Clerk and a Public Works Director.

VII. ADJOURNMENT

Mr. Wilkerson made a motion to adjourn. Vice Chair Fontana seconded the motion. The motion passed unanimously, 5-0.

The Planning Board meeting adjourned at 6:08 p.m.