



**Planning Board Meeting Minutes
October 13, 2026
City Hall – 6:30 PM.**

1. Call to Order

The meeting was called to order by Chair Launderville at 6:30 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Attendance

Lucille Launderville
Stephanie Hanson
Carrie Moffett
Chris Sekula

Absent

David Van der Vossen (excused)
Sharon Zakszeski (excused)

Tanya Shannon, City Clerk
Commissioner Ausborn (in lieu of Liaison Commissioner Sherwood's absence)
Ron Satterwhite, consultant with AnchorPoint Planning

3. Approval of Agenda

A motion was made to approve the agenda by Ms. Hanson and seconded by Ms. Sekula. **Vote 4-0; Motion carried.**

4. Potential Conflict of Interest/Association Disclosure

No member indicated any conflict or association with any item on this evening's agenda.

5. Approval of Minutes

Ms. Hanson made a motion to approve the September 8, 2026 minutes, and Ms. Sekula seconded. **Vote 4-0; Motion Carried.**

It was explained that the vote count correction made in the September 8, 2026, minutes resulted from a Board Member's misunderstanding of how one member voted. The audio recording reflects the correct vote count in the original minutes, and no amendment was needed. This issue pertained to the vote on the approval of the Flood Damage Prevention Ordinance, which was ultimately approved unanimously at the August 11 Planning Board meeting.

Ms. Moffett moved to approve the original, unamended minutes from August 11, 2026, and Ms. Hanson seconded. ***Vote 4-0; Motion carried.***

6. **Public Comment** -None

7. **Old Business** – None

8. **New Business**

Major Site Plan (2025-05-0001): Fifty Lakes Drive

AnchorPoint Planning Consultant Ron Satterfield presented the staff report and Technical Review Committee (TRC) recommendation.

- **Site and uses:** The site is approximately 6.44 acres, with 5.75 acres proposed for disturbance. The plan calls for about 45,600 square feet of construction in three building groups: Buildings A–D (28,000 sq. ft.), Building E (8,000 sq. ft.), and Building F (9,600 sq. ft.). Proposed uses include commercial units, flex light industrial space, and restaurant space. Access is proposed by a 30-foot driveway onto Fifty Lakes Drive.
- **Dimensional requirements and parking:** Consultant Satterfield reported that the plan complied with the C-1 setbacks and the 48-foot height limit. The plan proposes 157 paved parking spaces against 120 required.
- **Trees:** Twenty-two trees greater than 8 inches in diameter at breast height would be preserved and 26 removed. Seven of the removed trees are significant trees (78 inches total) that require mitigation. The applicant's proposed payment-in-lieu of \$5,100 for 20 crepe myrtles was not acceptable, because crepe myrtles are no longer an approved mitigation species. A revised estimate must include at least one American Holly and one pine.
- **Outstanding items:** Building elevations lacked the materials and measurements needed to show compliance with Section 7-5. The lighting plan did not demonstrate compliance with the illumination levels in Section 7-23, and no architectural lighting plan had been provided under Section 7-22-5.
- **Outside agency approvals:** Brunswick County wastewater approval was granted April 27, 2026. A Brunswick County stormwater permit was issued August 27, 2026, with conditions, and a state stormwater permit was issued January 9, 2026. NCDOT approved the traffic impact analysis on April 24, 2026. NCDOT requires a traffic signal at NC 87 and Fifty Lakes Drive, an extended westbound right-turn lane, and site access improvements.

Staff recommended approval subject to five conditions:

1. Submission of a payment-in-lieu for tree mitigation, in an amount agreed upon by the UDO Administrator.
2. Detailed building elevations demonstrating compliance with the building design standards.

3. An architectural lighting plan.
4. A site lighting plan demonstrating compliance with the illumination levels.
5. A revised traffic impact analysis or phasing memo if the project is to be built in phases.

Discussion

The discussion consisted of Board questions and responses from the applicant's team: Lee Smith, Branch Smith, Tommy Brinley, and Justin Huntley.

Traffic and access. Mr. Brinley reported visiting the site and asked about the road behind the proposed park and the potential for traffic. Applicant Lee Smith, an owner of JLT Investments, LLC, explained that NCDOT declined to allow an access onto NC 87 because it would be too close to the intersection and required that access remain on Fifty Lakes Drive. He said the applicant paid for a traffic impact analysis and would have to complete the required NCDOT improvements, including a traffic signal and turn lane, before operating. Mr. Smith said the project would be phased under an overall master plan, and that the applicant had no objection to the staff conditions.

Lighting, trees and landscaping. Mr. Smith stated that the Duke Energy lighting plan would be forwarded to staff and that fixtures would be arranged so that parking lot lights would not shine into neighboring backyards. He said the UDO required less than 0.5 foot-candles along the rear property line and that the plan would meet it. He apologized for not including the lighting plans in his presentation. Mr. Smith said that not all trees could be retained, that trees would be planted back along the edges where possible, and that trees on the corner parcel would be kept for now. Consultant Satterfield clarified that mitigation trees are in addition to the minimum landscaping requirements, and that the applicant was aware of the conditions during staff review.

Phasing and timing. In response to Chair Launderville question about the construction schedule, Mr. Smith said the applicant wished to begin as soon as possible, with the corner parcel built last once a buyer or ground lessee was found. He described Buildings E and F as commercial flex space with front offices, rear warehouse space and a yard between them. He said Buildings A–D would be marketed to small retail, service and fitness tenants, and that the applicant believed parking was adequate. It was explained that any phasing plan would have to be submitted to and approved by NCDOT, with an illustrative three-phase approach (Buildings A–D, then E and F, then the corner lot). Based on the traffic impact analysis, which included the corner lot, a traffic signal was not currently warranted. A high-traffic use such as a quick-service restaurant on the corner would trigger the signal requirement. Mr. Smith hoped to begin work within three to four months, with build-out taking a year or longer depending on site work, tenant activity and weather.

Wetlands, buffers and screening. The applicant's team explained that wetland impacts were small and were covered under a nationwide permit, with the required fee paid. A natural buffer and wetlands would remain along the rear of the site, and no dumpsters were expected in the buffer area. Wall-pack architectural lighting would be subject to the code's requirements where the site abuts residential areas. In response to residents' questions, the applicant's team said the rear tree line would remain, that pole lights near the rear were few and oriented toward the common area, and that building colors would be white and black as shown on the plans. The architect was the same one who designed the adjacent Southport Coffee building.

Stormwater. In response to a question from Ms. Sekula. Mr. Smith explained that the site would have one retention pond with a retaining wall and a divider forming a forebay, where sediment would collect for

cleanout before water passed to the main treatment bay. He confirmed that the City follows Brunswick County stormwater requirements.

Protected species and plant rescue. Mr. Smith said tree removal needed to begin soon because of seasonal bat restrictions. He said U.S. Fish and Wildlife Service review occurred as part of the federal wetlands permit, with no separate application required. A representative of a local grassroots organization offered to rescue and transplant native plants from the property, with landowner permission, to conservation or City-owned land. The representative stated that this would not delay or stop the development.

Ms. Hanson moved to approve the Major Site Plan (2025-05-0001): Fifty Lakes Drive, subject to the following conditions:

1. Submission of a payment-in-lieu for tree mitigation, in an amount agreed upon by the UDO Administrator.
2. Detailed building elevations demonstrating compliance with the building design standards.
3. An architectural lighting plan.
4. A site lighting plan demonstrating compliance with the illumination levels.
5. A revised traffic impact analysis or phasing memo if the project is to be built in phases.

Seconded by Ms. Moffett. ***Vote 4-0; Motion carried.***

Announcements

Chair Launderville announced that she has received two applications for the second alternate position and invited the Board members to review them. Also, there was a reminder that the Planning Board will hold a Special Meeting on October 20 to discuss old and new business.

With no further discussion, Chair Launderville requested a motion to adjourn. So moved by Ms. Sekula and seconded by Ms. Hanson. ***Vote 4-0; Motion Carried.***

Adjourn — 7:32 p.m.

Respectfully submitted by Tanya Shannon, City Clerk