

**JACKSONVILLE PLANNING ADVISORY BOARD
REGULAR MEETING AGENDA
August 11, 2025 6:00 P.M.**

**MEETING ROOMS A AND B
JACKSONVILLE CITY HALL**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ADOPTION OF THE AGENDA

PUBLIC COMMENT

REVIEW & APPROVAL OF THE MINUTES

Regular Meeting – June 9, 2025

CITY COUNCIL UPDATE – Councilman Logan Sosa

OLD BUSINESS - None

NEW BUSINESS

1. Election of Officers – Chairman and Vice-Chairman
2. Unified Development Ordinance Discussion – Upcoming Amendments

REPORTS

Ryan King, Planning and Inspections Director

ADJOURNMENT

**JACKSONVILLE PLANNING ADVISORY BOARD
REGULAR MEETING MINUTES
June 9, 2025, 06:00 p.m.**

Present: Bob Dupuis, Chase Popkin, Homer Spring, Nicholas Semanderes, Dr. Doug Lesan, Jerry March and Councilman Logan Sosa
Absent: Grace Haubrich & Matt Ray
Others: Ryan King, Jennifer McClary, Anthony Prinz, Jason Galloway, Andrew Topp,
Present: Sarah Van Every

CALL TO ORDER

The regularly scheduled Jacksonville Planning Advisory Board meeting was called to order by Chairman Bob Dupuis at 6:02 pm on Monday, June 9, 2025, in Council Chambers at Jacksonville City Hall.

PLEDGE OF ALLEGIANCE

Bob Dupuis led the Board in reciting the Pledge of Allegiance.

INVOCATION

Bob Dupuis gave the invocation.

ADOPTION OF THE AGENDA

Homer Spring moved to approve the agenda. Dr. Doug Lesan seconded the motion.

The motion to approve the agenda was unanimously approved by the Board Members present.

PUBLIC COMMENT

None

REVIEW & APPROVAL OF THE MINUTES Regular Meeting – April 14, 2025

Homer Spring moved to approve the minutes from the April 14, 2025 Planning Advisory Board Meeting. Dr. Doug Lesan seconded the motion.

The motion to approve the minutes was unanimously approved by the Board Members present.

CITY COUNCIL UPDATE – Councilman Sosa gave a report

NEW BUSINESS

1. **Map Amendment – Rezoning of Property owned by the City of Jacksonville (395 acres) from Residential Single Family 5 (RSF-5), Residential Single Family 7 (RSF-7), Residential Single Family 20 (RSF-20), Residential Multi-Family Low Density (RMF-LD) and Residential Multi-Family High Density (RMF-HD) to Planned Development-Commercial (PD-C)**

Jacksonville Planning staff has initiated this request to rezone two parcels of land owned by the City of Jacksonville located at western end of Western Boulevard in the Williamsburg Plantation area. The 395 acres is currently split zoned Residential Single Family 5 (RSF-5), Residential Single Family 7 (RSF-7), Residential Single Family 20 (RSF-20), Residential Multi-Family Low Density (RMF-LD) and Residential Multi-Family High Density (RMF-HD).

Chairman Dupuis asked about ownership of the area. Chairman Dupuis inquired about the land identified for residential purposes. Anthony Prinz provided some details about the overall process and the intent to put out proposals for private development to develop portions of the master plan. Mr. Prinz also provided more details about the land uses identified within the master plan.

Chase Popkin asked about the density of homes or businesses. Sarah Van Every provide information based on the parameters of the master plan. Councilman Sosa asked about HOA and provided a roof concern example. Sarah Van Every stated that was addressed in the terms and conditions and would be a zoning/code enforcement action. Andrew Topp stated the residential maximum density was 680 units per the Transportation Impact Analysis.

Chase Popkin asked about maximum densities in future Planned Development Districts. Staff stated that the TIA established the maximum density unless that is amended and additional adjustments would be made based on the neighborhood meetings which will be provided to City Council prior to consideration.

Dr. Doug Lesan made a motion to recommend that City Council approve the rezoning request accepting the evaluation found within the staff report based on Findings of Facts A through J being found in the affirmative and to direct staff to update the CAMA Future Land Use Map. The proposed amendment is consistent with the adopted CAMA Plan,

policy 22 which states "Provide a superior system of parks facilities and programs that serve neighborhood and community recreational needs." The rezoning is reasonable and is in the public interest. Nicholas Semanderes seconded the motion.

The motion was unanimously approved by the Board Members present.

2. Map Amendment – Rezoning of 307 Warn Street (.19610 acres) from Residential Single Family 7 (RSF-7) to Downtown Business (DTB)

Jacksonville Planning staff has initiated this request to rezone one parcel of land located at 307 Warn Street. The .1961 acre parcel is currently zoned Residential Single Family 7 (RSF-7). The request is to rezone to Downtown Business District (DTB). The owners of the parcel have agreed to this rezoning and the signed application in support of this official map amendment can be found in Attachment C.

Chairman Dupuis asked about ownership and current land uses of the adjoining tracts of land back to Johnson Boulevard. Chase Popkin inquired about setbacks and if they were nonconforming.

Dr. Doug Lesan made a motion to recommend that City Council approve the rezoning request accepting the evaluation found within the staff report based on Findings of Facts A through J being found in the affirmative and to direct staff to update the CAMA Future Land Use Map. The proposed amendment is consistent with the adopted CAMA Plan, policy 11.6 which states "Encourage the development of mixed-use and residential projects within the downtown area to increase the community's housing stock and to enhance the vitality of downtown businesses." The rezoning is reasonable and is in the public interest. Chase Popkin seconded the motion.

The motion was unanimously approved by the Board Members present.

3. Map Amendment – Rezoning of 304, 308 and 310 Warn and 319 and 321 Huerth Streets (.93 acres) from Residential Single Family 7 (RSF-7) to Downtown Business (DTB)

Jacksonville Planning staff has initiated this request to rezone five parcel of land located at 304, 308 and 310 Warn and 319 and 321 Huerth Streets. The .93 acre parcels are currently zoned Residential Single Family 7 (RSF-7). The request is to rezone to Downtown Business District (DTB). The owners of the parcel have agreed to this rezoning and the signed application in support of this official map amendment can be found in Attachment C.

Chairman Dupuis inquired about if a proposal had been submitted. Chase Popkin inquired about staff bringing this forward versus the County. Chairman Dupuis

inquired about notification requirements for the adjoining property owners. Chase Popkin inquired if the County had plans to develop or sale the property. Anthony Prinz shared information about the work Mr. Rusch has done on his properties and some possible development opportunities for Onslow County. The Downtown Business zoning provides more flexibility compared to the existing single family districts. One of Council's goals is to continue to support the redevelopment of Downtown.

Homer Spring made a motion to recommend that City Council approve the rezoning request accepting the evaluation found within the staff report based on Findings of Facts A through J being found in the affirmative and to direct staff to update the CAMA Future Land Use Map. The proposed amendment is consistent with the adopted CAMA Plan, policy 11.6 which states "Encourage the development of mixed-use and residential projects within the downtown area to increase the community's housing stock and to enhance the vitality of downtown businesses." The rezoning is reasonable and is in the public interest. Jerry March seconded the motion.

The motion was unanimously approved by the Board Members present.

REPORTS

Ryan King provided a report

ADJOURNMENT

Jerry March moved to adjourn at 6:56 pm.

The motion to adjourn was seconded by Homer Spring and unanimously approved by the Board Members present.

Adopted this 11th day of August 2025 for the 9th day of June 2025.

Bob Dupuis, Chairman

ATTEST:

Planning Staff



Request for Planning Advisory Action

Agenda Item:	1
Date:	8/12/2024

Subject: Officers – Election of Chairperson and Vice-chairperson
Department: Planning & Inspections
Presented by: Ryan King, Director of Planning & Inspections

Issue Statement

In accordance with the Jacksonville City Code, Section 2-160 Officers, Advisory committees shall elect from among its voting membership, a chairperson and if desired, a vice-chairperson. The chairperson shall preside at all meetings but shall have the right to vote only in the event of a tie. In the absence of the chairperson, the vice-chairperson, if applicable shall preside over the meeting and in the absence of both, a quorum being present, a chairperson pro-tem shall be chosen by the members present. A member acting for the chairperson shall not lose his or her right to vote.

Elections shall be conducted annually at the first scheduled meeting following June 30. Nominations by the voting members shall be accepted from the floor and the successful candidate shall be elected by majority vote. Voting may be by voice or if by written ballot; each member so voting must sign his/her ballot and ballots must be available for public inspection immediately following the meeting and recorded in the approved minutes of the meeting, at which time the ballots may be destroyed, in accordance with G.S. § 143-318.13(b).

The term of office for the position of chairperson and vice-chairperson; if applicable shall be for one (1) year, with the right to succeed himself or herself for one (1) additional term.

Action Needed

Election of Chairperson (Effective August 11, 2025)

Election of Vice-chairperson (Effective August 11, 2025)



Planning Advisory Board Report

Agenda Item:	2
Date:	8/11/2025

Subject: Unified Development Ordinance Discussion – Upcoming Amendments
Department: Planning & Inspections
Presented by: Ryan King, Director of Planning & Inspections

Issue Statement

Staff will deliver information on possible amendments to the Unified Development Ordinance for signage in the Fence/Wall standards, Accessory/Temporary Use Standards and within the Downtown Districts additional wall options, murals and organization.

Financial Impact

None

Action Needed

Receive report and provide feedback