



Town of North Topsail Beach Planning Board

Thursday, March 12, 2026, at 8:36 AM
Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460
(910) 328-1349 | www.northtopsailbeachnc.gov

Planning Board: Fred Fontana - Vice Chair, Lisa Brown, Teri Ward, Keith Wilkerson, Sam Ferreri, Jan Bellamy-Genee - Alternate, Charles "Rusty" Walker – Alternate

Staff: Deb Hill, MPA, AICP, CFM - Planning Director, Donna Sayre - Clerk to the Planning Board

Attorney: Charles J "Chip" Payson

I. CALL TO ORDER

II. ADOPTION OF AGENDA

III. APPROVAL OF MINUTES

[A.](#) February 12, 2026, Planning Board Regular Meeting

IV. PUBLIC COMMENT

V. OLD BUSINESS

VI. NEW BUSINESS

[A.](#) Official Zoning Map

VII. DISCUSSION

VIII. ADJOURNMENT

Notice to citizens who wish to speak: As a courtesy to others, a citizen speaking on an agenda item or making a petition is normally limited to three minutes. Persons who are organizing a group presentation and who wish to speak beyond the three minute limit are requested to make prior arrangements through the Planning Director by calling 910-328-1349. If you wish to address the Board this evening, please go to the front right corner of the conference room and sign up with the Recording Secretary. The Board may also change the order in which agenda items are presented.

Attorneys: If you are representing a person with an interest in a quasi-judicial proceeding on this agenda and believe you may wish to cross examine a witness, please identify yourself as such to the Recording Secretary. For the sake of maintaining an accurate public record all speakers must be prepared to speak into an amplified microphone and must provide their name to the Recording Secretary.

Richard Grant, Mayor
Connie Pletl, Mayor Pro Tem



Alice Derian, ICMA-CM
Town Manager

Alexis Stanfield, NCCCC
Town Clerk

Aldermen:
Kip Malcolm
Mark Barefoot
Laura Olszewski
Larry Strother

Board of Aldermen

Agenda Item:	Consent Agenda
Date:	03/04/2026

Issue: Committee Reports: Planning Board
Fred Fontana, Chair

Presentation: No

Present: Fred Fontana - Vice Chair, Lisa Brown, Teri Ward, Keith Wilkerson

Absent: Alternate, Jan Bellamy-Genee, Charles "Rusty" Walker – Alternate

The Planning Board regular meeting on Thursday, February 12, 2026, and discussed the following:

I. CALL TO ORDER

Chair Fontana called the meeting to order at 6:05 p.m.

II. ADOPTION OF AGENDA

Staff requested that the agenda be amended to include the oath of office for Mr. Sam Ferreri and New Business: A Petition to Close a Portion of Ocean Drive. **Ms. Brown made a motion to adopt the agenda. Mrs. Ward seconded the motion. The motion passed unanimously, 4-0.**

III. OATH OF OFFICE

Clerk Donna Sayre administered the Oath of Office to Mr. Sam Ferreri.

IV. APPROVAL OF MINUTES

Ms. Ward made a motion to approve the minutes for December 11, 2025, regular meeting. Ms. Brown seconded the motion. The motion passed unanimously, 5-0.

V. PUBLIC COMMENT

None.

VI. OLD BUSINESS

A. REVIEW OF SOUTHEASTERN NORTH CAROLINA REGIONAL HAZARD MITIGATION PLAN AND PROPOSED ADOPTION RESOLUTION

Planning Director Hill stated that on December 11, 2025, the Planning Board reviewed a draft of the North Topsail Beach Mitigation Action Plans. The Planning Board's recommendation and the Mitigation Action Strategies were presented to and adopted by the Board of Aldermen on February 11, 2026. These strategies will replace those in the Southeastern North Carolina Regional Hazard Mitigation Plan.

Mrs. Ward made a motion that the Planning Board recommends that the Board of Aldermen adopt by resolution the Southeastern North Carolina Regional Hazard Mitigation Plan, as attached.

Mrs. Ward seconded the motion. The motion passed unanimously, 5-0.

VII. NEW BUSINESS

A. PETITION TO CLOSE A PORTION OF OCEAN DRIVE

At their regular meeting on February 25, 2026, the Board of Aldermen remanded to the Planning Board the petition by John Welsh, owner of 2870 Island Drive and Parcel ID #032133 to close a portion of Ocean Drive beginning at the western property line of 2870 Island Drive and ending at the eastern property line of 2874 Island Drive. Mr. Welsh first made an inquiry on or about June 14, 2016, in which I had informed him to send a request to the Board of Aldermen in care of the Town Clerk. The Town may wish to initiate the procedures; however, since the 2016 initial request until present, the Board has not initiated the abandonment.

Ocean Drive right of way was platted, recorded as MB 8 P 48, dedicated as public and is included on the Powel Bill. Both owners access their property off Island Drive and have pedestrian access through the right of way to the nearest public beach access.

Upon the closing of a street in accordance with NCGS § 160A-299, subject to certain provisions, all right, title, and interest in the right-of-way shall be conclusively presumed to be vested in the owners of adjacent parcels. In this case, all the abandoned portion between Mr. Walsh's two lots, would belong to Mr. Walsh and Dead President Properties And Investments LLC. The abandonment serves no benefit to the Town, nor the public, but solely Mr. Walsh.

Staff's recommendation is that the planning board recommends to the board of alderman that the petition be denied as the closure represents no benefit to the town nor to the public. Included as attachment one is the letter of petition to close a portion of Ocean Drive submitted by attorney Coral Lee Faith with the GIS screenshot as an attachment.

Mrs. Ward questioned that they first made an acquire back in 2016, but haven't done anything about that between then and now? Planning Director Hill responded that they made a request, but the Board took no action on their request. Mrs. Ward asked if they came back after that. Planning Director Hill responded that they are returning now. Their attorney has filed the petition with the Board of Alderman to abandon that portion of the right-of-way which was presented to the Board of Alderman yesterday. The action taken by the Board of Aldermen was to remand it to the planning board as they respect your opinion and your input. The Planning Board members continued their discussion of the petition.

Ms. Brown made a motion that the Planning Board recommend to the Board of Aldermen that the petition be denied. Mrs. Ward seconded the motion. Planning Director Hill asked if she could recommend or request that Ms. Brown provide a justification for her motion. Ms. Brown responded that she would amend her

motion. **Ms. Brown made a motion that the Planning Board recommend to the Board of Aldermen that the petition be denied as the closure represents no benefit to the town nor the public. Mrs. Ward seconded the motion. The motion passed unanimously, 5-0.**

VIII. PUBLIC COMMENT

None.

VI. DISCUSSION

Planning Director Hill stated that she was glad to be flanked by two new staff members that are doing stellar, Donna St as our permit specialist and clerk to the Planning Board and Board of Adjustment; and Planner Brady Golden.

VII. ADJOURNMENT

Mrs. Ward made a motion to adjourn. Mr. Wilkerson seconded the motion. The motion passed unanimously, 5-0. The Planning Board Meeting adjourned at 6:35 p.m.

Richard Grant, Mayor
Connie Pletl, Mayor Pro Tem



Alice Derian, ICMA-CM
Town Manager

Aldermen:
Kip Malcolm
Mark Barefoot
Laura Olszewski
Larry Strother

Alexis Stanfield, NCCCC

Agenda Item: New Business
Date: 03/12/2026

Issue: OFFICIAL ZONING MAP

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM

Presentation: Yes

BACKGROUND On December 2, 2010, the Board of Aldermen adopted the reprint of the Official Zoning Map. Staff has completed a review of the approved map amendments and Onslow County GIS zoning layer for North Topsail Beach.

Map control procedures are established to ensure the integrity of the Official Zoning Map and to prevent any unauthorized zoning changes. Onslow County GIS will accept amendments to the North Topsail Beach Zoning Map only when submitted by the Town through duly adopted ordinances that are signed by the Mayor and certified by the Town Clerk.

Onslow County GIS will not accept zoning map change requests directly from applicants or any third parties. No unauthorized individual is permitted to alter, amend, or otherwise modify the Official Zoning Map.

RECOMMENDATION That the Planning Board discuss the advantages and disadvantages of maps in paper or a digital format approved by the local government.

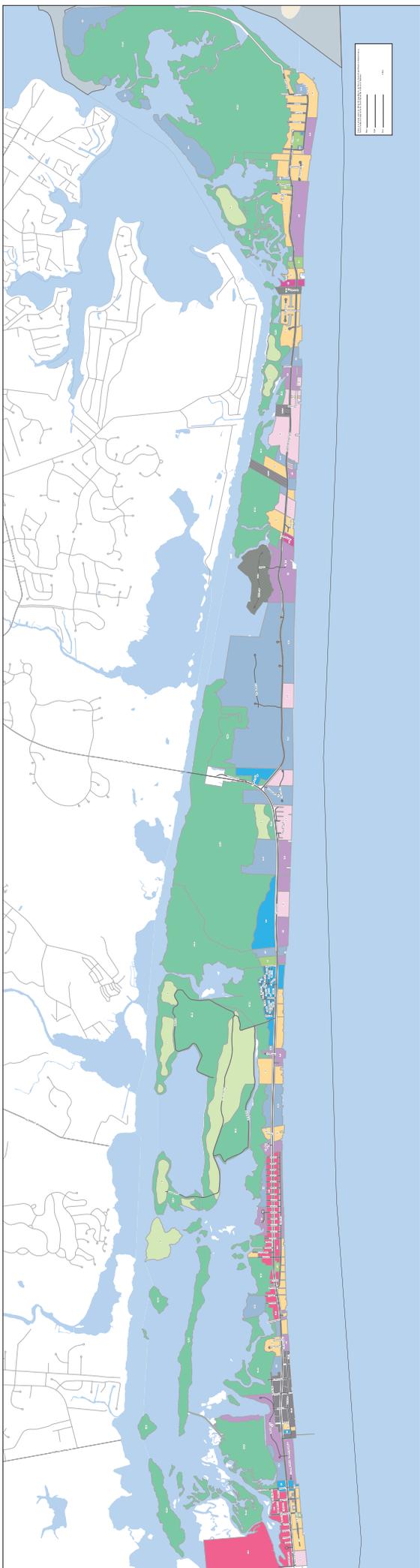
ATTACHMENT

- 1. Official Zoning Map (paper medium to be presented at Planning Board meeting)
- 2. Zoning Map by Onslow County GIS

REFERENCES

- 1. [Digital Zoning Maps: Transforming Urban Planning for Better Community Engagement](#) by Social Antenna, 2025.
- 2. [Zoning Mapping Best Practices: Effective strategies for enhancing zoning information accessibility through a modern mapping approach](#) by Janice Martin, Land Information Solutions Team- Esri Canada, September 6, 2024.
- 3. [Zoning Classifications, Maps, and Terms Explained: A Practical Guide](#) by Zoneomics Research Team, Jan 22, 2026.

4. [North Carolina General Statutes § 160D-105. Maps.](#)
5. [Unified Development Ordinance § 3.03 OFFICIAL ZONING MAP](#)



OFFICIAL ZONING MAP OF NORTH TOPSAIL BEACH