



**Town of North Topsail Beach
Planning Board**

**Thursday, February 12, 2026, at 6:00 PM
Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460
(910) 328-1349 | www.northtopsailbeachnc.gov**

Planning Board: Fred Fontana - Chair, Lisa Brown, Teri Ward, Keith Wilkerson, Charles "Rusty" Walker - Alternate, Jan Bellamy - 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. December 11, 2025, Planning Board Minutes

IV. PUBLIC COMMENT

V. OLD BUSINESS

A. Review of Southeastern North Carolina Regional Hazard Mitigation Plan and Proposed Adoption Resolution

VI. NEW BUSINESS

VII. PUBLIC COMMENT

VIII. DISCUSSION

IX. 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

Aldermen:
Kip Malcolm
Mark Barefoot
Laura Olszewski
Larry Strother

Alexis Stanfield, NCCCC
Town Clerk

**Planning Board
Minutes**

Thursday, December 11, 2025, at 6:00 PM
2008 Loggerhead Court, North Topsail Beach NC 28460

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

Absent: None.

I. CALL TO ORDER

Vice Chair Fontana called the meeting to order at 6:01 p.m.

II. ADOPTION OF AGENDA

Ms. Brown made a motion to adopt the agenda. Mr. Walker 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 August 14 meeting. Mr. Wilkerson seconded the motion. The motion passed unanimously, 5-0.

IV. PUBLIC COMMENT

None.

V. OLD BUSINESSES

North Topsail Beach Mitigation Action Plans (2026)

Planning Director Hill explained the Town’s Hazard Mitigation Plan history and that in 2021, the Town joined Onslow County and its other municipalities with New Hanover, Brunswick, Pender County to develop the Southeast North Carolina Regional Hazard Mitigation Plan. The benefit to FEMA is fewer plans to review and the benefit to the Town is to gain access to technical support and funding opportunities that would be harder to secure alone.

Planning Director Hill explained that FEMA has six categories and CRS has six categories, which have been consolidated to form the basis for the Town’s Mitigation Action Plans (2026), to ensure scoring for both FEMA’s Hazard Mitigation Plan requirements, as well as NFIP’s Community Rating System (CRS) recertification. Planning

Director Hill thanked IT Director Schwisow for his work in organizing the Town's website and keeping it updated, which facilitated the inclusion of the Town's projects into the Town's Mitigation Action Plans (2026).

Planning Director Hill stated that with the anticipated higher tax values and increased cost of insurance premiums, our job as planners is to be able to recognize this challenge and to say what we can do to mitigate increased costs for property owners. Currently, the Town has a CRS ISO 5 rating. Some property owners may not be aware that they receive a 25% discount on their flood insurance premiums. As we prepare our (CRS) reports, we want to make sure that we are starting early enough and that we are going section by section.

Vice Chair Fontana asked the resiliency grants would help improve our rating. Planning Director Hill responded that it is all cumulative. When you add up all the things that you do and you report them and you have the documentation for all these activities. If you can increase your points, then yes, and that is the only way to improve your ISO rating. But there are also conditions and prerequisites that must be met. But it is anticipated that the two stormwater projects would certainly alleviate the flooding by the new fire station and at Richard Peters Town Park.

Mrs. Ward asked if our ISO rating of 5 is comparable with other towns of this size or is there a ranking. Planning Director Hill responded that there are 3 or 4 other local governments that also have a 5, but there is only one other that is better.

Mr. Walker asked for examples of some of the projects that we would need to look at to improve that rating. Planning Director Hill referred to the Mitigation Action Plans (2026), projects in wetlands, living shorelines. She explained that these activities may also be included in the Town's CRS Program for Public Information.

Mr. Walker asked are these just checking boxes or actual projects. Planning Director Hill stated that the checking of boxes is providing the documentation for what is done routinely, which is a large percentage of the scoring. But there is also encouragement for storm water projects, living shoreline projects, beach nourishment,

Vice Chair Fontana asked if the material presented is our portion of this regional plan. Planning Director Hill explained that each county and municipality has their section. Hopefully those mitigation action items, the strategies are a reflection of what the town's policy is and what the Board of Aldermen's policy is. And when you look at what the projects are, they are all projects that the Board has approved, the two stormwater projects, the beach nourishment projects, the living shoreline projects, the higher standards that the town has adopted. Those were adopted and approved by the Board of Alderman. Hopefully there will be some continuity in those policies and in that program so that we can maximize the credit that we receive.

Vice Chair Fontana stated by recommending to the Board of Alderman that we that they approve this mitigation plan does not obligate them to do anything that that in addition to what they're already doing. Planning Director Hill responded that all the categories are covered sufficiently and it is consistent with the projects that the Board has already approved and that are ongoing and the policies that they have approved and are current. Onslow County Emergency Services has reviewed the Town's Mitigation Action Plans (2026).

Ms. Brown asked with reference to the items indicated as complete, does that that imply that we don't continue? Planning Director Hill responded that we can take credit for the actions that are completed, but we may also have separate action items that the town will continue to pursue.

Mrs. Ward made a motion to recommend adoption of the Mitigation Action Plans (2026). Mr. Walker seconded the motion. The motion passed unanimously, 6-0.

VI. DISCUSSION

Planning Director Hill announced the Pet Photos with Santa Photo Gallery on December 18th from 1 pm to 4 pm.

VII. ADJOURNMENT

Mrs. Ward made a motion to adjourn. Ms. Brown seconded the motion. The motion passed unanimously, 5-0. The Planning Board Meeting adjourned at 7:42 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
Town Clerk

RESOLUTION
ADOPTING THE SOUTHEASTERN NORTH CAROLINA REGIONAL
HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the Town of North Topsail Beach are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the town are particularly vulnerable to drought, extreme heat, hailstorm, hurricane and tropical storm, lightning, thunderstorm wind/high wind, tornado, winter storm and freeze, flood, hazardous material incident, and wildfire; and

WHEREAS, the Town desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Article 5, Section 160D-501 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000, as amended, states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five-year cycle; and

WHEREAS the (local government) has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations and at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management, and that the plans have been updated in accordance with federal laws including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; the National Dam Safety Program Act, as amended; as required under regulations at 44 CFR Part 201, and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management; and

WHEREAS, it is the intent of the North Topsail Beach Board of Aldermen to fulfill this obligation in order that the Town will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the Town;

NOW, THEREFORE, be it resolved that the North Topsail Beach Board of Aldermen hereby:

1. Adopts the Southeastern North Carolina Regional Hazard Mitigation Plan.
2. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this the 4th day of MARCH 2026.

Richard Grant, Mayor

Attest:

Alexis "Lexi" Stanfield, NCCCC
Town Clerk

Certified by: _____ (SEAL)

Date: _____

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
Town Clerk

Issue: Review of Southeastern North Carolina Regional Hazard Mitigation Plan and Proposed Adoption Resolution

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM

Presentation: Yes

BACKGROUND On December 11, 2025, the Planning Board reviewed a draft of the North Topsail Beach Mitigation Action Plans presented by Planning Director Hill. The Planning Board’s recommendation and the Mitigation Action Strategies will be presented to the Board of Aldermen on February 11, 2026. Once adopted, the Strategies will replace those in the [Southeastern North Carolina Regional Hazard Mitigation Plan](#).

RECOMMENDATION That the Planning Board recommends that the Board of Aldermen adopt by resolution the Southeastern North Carolina Regional Hazard Mitigation Plan (**attachment 1**).

ATTACHMENT

1. Resolution to Adopt the Southeastern North Carolina Regional Hazard Mitigation Plan.