



# City of Boiling Spring Lakes

## Planning Board

### March 11, 2025

### City Hall – 6:30 P.M.

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## AGENDA

- Call to Order
- Pledge of Allegiance
- Roll Call
- Approval of Agenda
- Potential Conflict of Interest/Association Disclosure  
If any Board member knows of any conflict of interest or association with any item on this agenda, please so state at this time.
- Approval of Minutes
  - February 11, 2025
- Public Comment
- Old Business
  - Tree Preservation
- New Business
  - None
- Other Business
- Announcements
- Adjourn



**City of Boiling Spring Lakes  
Planning Board Meeting Minutes  
February 11, 2025  
City Hall – 6:30 P.M.**

**A. Call to Order**

Chair Lucille Lauderville called the meeting to order at 6:30 P.M.

**B. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Roll Call**

**Present:**

Lucille Lauderville

Stephanie Bodmer

Sharon Zakszeski

Travis Cruse

Carrie Moffett

David Van der Vossen – 1<sup>st</sup> Alternate

Assistant Manager Nicole Morgan

City Clerk Tanya Shannon

**Absent:** Shellie Teubner – 2<sup>nd</sup> Alternate (excused)

**C. Approval of Agenda**

A motion was made by Ms. Zakszeski to approve the agenda and seconded by Mr. Cruse.

***Unanimous Vote; Motion Carried.***

**D. Potential Conflict of Interest/Association Disclosure**

If any Board member knows of any conflict of interest or association with any item on this agenda, please so state at this time. None stated.

**E. Approval of the Minutes**

Mr. Cruse made a motion to approve the minutes from the meeting on January 14, 2025, with the amendment to remove David Van der Vossen from the roll call, as he was not officially

reappointed to the Planning Board at the time of the meeting. Ms. Bodmer seconded the motion. ***Unanimous Vote; Motion Carried.***

**F. Public Comment**

None

**G. Old Business**

None

**H. New Business**

**1. Major Site Plan: Lock & Load Storage, LLC- 150 Garage Rd.**

Ms. Morgan gave an overview of the Major Site Plan located at 150 Garage Rd. The application was submitted by David Russell Clark on behalf of Lock and Load Storage LLC. The applicant proposes to develop an enclosed mini-storage facility consisting of 4,000 sq. of enclosed mini-storage along with the outdoor storage of boats, recreational vehicles, and trailers. The 5.56 acre tract is zoned C-1. Staff recommended approval of Phase 1 with the following conditions.

1. Submission of a lighting plan that complies with UDO Sections 7.22, 7.23, and 7.24.
2. Submission of building elevations that comply with UDO Section 7.5.
3. All landscaping must be in accordance with Article 7, Part IV of the UDO, and any revisions to landscaping species must align with the approved landscaping chart in UDO Section 7.28.
4. All comments from the Technical Review Committee (TRC) must be addressed.
5. Development of the parcel must comply with all regulations specified in the City of Boiling Spring Lakes' Unified Development Ordinance.
6. Development of the parcel must comply with all applicable federal, state, and local regulations.

The applicant was in attendance and said there would be a gate with a code to enter and security cameras. He said the code would be used by the customer's phone so they would know who exactly is entering and exiting. The gate closes automatically after exist. There is not an office on location but there will be monitoring and a call line if assistance is needed. Ms. Launderville would like to ensure that there will be no one living the RV's while stored. Ms. Morgan said that there is an Ordinance that prohibits this and the property owner stated they would be in compliance. There was discussion on landscape and tree removal. Ms. Morgan said that no heritage trees are to be removed and a landscape plan was submitted that meets all buffering requirements. A question on what type of foundation will be used, and Ms. Morgan said it will be gravel parking with the exception of the required handicapped parking.

Since there were no additional questions or comments, Ms. Bodmer motioned to conditionally approve the Major Site Plan for Lock & Load Storage, LLC, as presented with the abovementioned conditions in the staff report. Mr. Cruse seconded the motion. ***Unanimous Vote; Motion Carried.***

**I. Other Business**

There was a discussion about several proposed bills in the House of Representatives. Ms. Morgan mentioned that some of these bills would apply only to specific counties, while House Bill 24 would apply to the entire state. This bill aims to repeal a particular section of zoning regulations. She will keep the Board updated on any developments.

**Announcements**

None

**J. Adjourn**

Ms. Zakszeski made a motion to adjourn, which Ms. Bodmer seconded. ***Unanimous Vote; Motion Carried.***

—7: 10 P.M.

Respectfully submitted by Tanya Shannon, City Clerk



# *City of Boiling Spring Lakes*

9 East Boiling Spring Road  
Southport, NC 28461

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## STAFF REPORT

### **Agenda Date:**

March 11, 2025

### **Title:**

Update on Tree Preservation Regulations

### **Department:**

Administration/Planning & Zoning

### **Background Information:**

Members of the Planning Board have expressed interest in considering potential changes to the Unified Development Ordinance (UDO) to help preserve and replenish tree canopy within the City, and to provide some flexibility in approving the removal of trees on residential lots with an existing principal structure. At the August and October 2024 Planning Board meetings, informal discussions on tree protection and mitigation were held, and staff was asked to explore ideas. Below are some potential changes to the City's Tree Preservation Ordinance the Board may wish to consider. In addition, staff recommends clarifying and enhancing some of the language in the UDO as it relates to tree protection and preservation standards, as well as remedies for unauthorized tree removal.

Based upon the informal discussions had, following are some potential considerations:

- Consider requiring a permit to remove any trees in excess of 4" in diameter at breast height (DBH). Currently, a permit is required for the removal of trees 8" DBH and larger.
- Consider changing the definition of Significant Trees to include Dogwoods, Live Oaks, and American Hollies at least 4" DBH. Under the current definition, Dogwoods, Live Oaks, and American Hollies are not considered Significant Trees unless they are 8" DBH or greater.
- Consider creating a definition of Protected Tree to include any tree with a DBH of 4" or greater.
- For tree removal under New Construction and Existing Development, consider reducing the allowable area around a principal building from 15' to 10'.

- Consider reduced side setback incentive for new single-family or two-family residential construction when the reduction will preserve existing healthy significant trees.
- Consider allowing the removal of trees within 15' of a pool with the requirement that the removal of all trees more than 5' from the pool be mitigated.
- Consider payment in-lieu of for mitigation when on-site planting is not practical. This will require the creation of a mitigation fund.
- Consider allowing the removal of trees for usable space on residential lots with a principal structure, outside of the permitted development areas. Possible consideration could be given to requiring a total DBH based on lot size, mitigation, and/or payment into a mitigation fund.

Staff recommends the following clarifications/enhancements to current language:

- Include verbiage outlining additional circumstances under which a tree removal permit may be issued, such as when a tree poses a threat to public safety, and include provisions for documenting that a tree is diseased and/or posing a hazard to public safety or property.
- Amend UDO Section 7.29(D)(1) to exclude residentially zoned parcels.
- Update UDO Section 7.38 to clarify under what circumstances the UDO Administrator may order the removal of unsafe trees, and include notification requirements by which the UDO Administrator shall follow. Include enforcement provisions for failure to take corrective action.
- Clarify enforcement and penalties for violations of Article 7, Part IV by including a new section that outlines civil penalties and procedures.

**Financial Impact:**

There is no financial impact at this time.

**Recommendation:**

Review the considerations and recommended changes to the UDO, and provide feedback to staff on potential text amendments to be brought back at a later date.

**Attachments:**

None.