



**MINUTES OF THE
PINEVILLE PLANNING BOARD
TOWN OF PINEVILLE, NORTH CAROLINA
WEDNESDAY, MARCH 4, 2026**

The Pineville Planning Board held its regular meeting on Wednesday, March 4, 2026, at the Town Hall Council Chambers located at 505 Main Street, Pineville, NC at 4:00 pm.

ATTENDANCE

Planning Board Members: Jim Knowles, Thomas White, Dusty Gilvin

Planning Director: Travis Morgan

Town Clerk: Lisa Snyder

Absent: Eric Fransen & Brandi Wyant (Alternate)

CALL TO ORDER

Current Chair, Jim Knowles, called the meeting to order at 4:00 pm and established that a quorum had been met since three members were present.

Chair Knowles requested a moment of silence.

ORDER OF BUSINESS

OLD BUSINESS.

Approval of Minutes for the February 20, 2025, Regular Meeting. Dusty Gilvin moved to approve the February 20, 2025, Minutes as presented, with a second provided by Co-Chair, Thomas White. All ayes.

Co-Chair Thomas White made a motion to approve the March 31, 2025, Regular Meeting Minutes with a second made by Dusty Gilvin. There were ayes by all, and the minutes were approved.

NEW BUSINESS.

Each year the Rules of Procedure require that a Chair and Vice Chair be selected for a one-year term. Thomas White nominated Jim Knowles as Chair. Dusty Gilvin provided a second. Dusty Gilvin nominated Thomas White as Vice Chair Jim Knowles provided a second. All ayes.

Planning Director Travis Morgan introduced Text Amendment 2026-01 to amend the Pineville Zoning Ordinance Section 2.6.5 regarding the Conditional Rezoning process in accordance with State Statute 160D-604 to include the Planning Board input for zoning map changes related to (conditional rezonings). Formal public hearing will still be held ahead of a Town Council vote and a new developer hosted community meeting will be added at the start of the process for conditional rezonings, as well.

The Planning Board shall also provide input to Town Council in writing within 30 days of referral for that input to be considered. Town Council may act on the amendment without the Planning Board, if the Planning Board does not provide input within 30 days in keeping the NC General Statutes.

Co-Chair Thomas White asked how the residents will know about the community meetings. Mr. Morgan replied that they will be made aware by mailing out public notices to the adjacent property owners and possibly making announcements on our social media. A definition of rules for community meetings will be added. The burden is on the developer to schedule these community meetings. He further noted that Staff is also in attendance at these meetings.

Chair Jim Knowles feels there needs to be more communication on a broader range of media. He added in person developer meetings were preferred over online only meetings and that notifying the adjacent property owners seems too small. He suggested that these meetings be shared in our weekly newsletter.

Mr. Morgan summarized the requests of the Planning Board: The meetings should also be held within the town limits, explain the definition and rules of a community meeting, including the public, and the meetings to be held in person and/or virtually.

Chair Knowles moved to approve the Text Amendment 2026-01 as presented with the changes discussed, followed by a second made by Co-Chair White. All ayes.

Mr. Morgan discussed the Text Amendment 2026-02 for Stormwater Ordinance. The Public Works Director, Chip Hill, requests consideration to remove the required Town maintenance provision of single family and townhome stormwater facilities. This would be an update to Section 6, specifically related to stormwater and BMPs. Maintenance of those in other municipalities is often the responsibility of the HOAs. Co-Chair White added that he would like to see that the developer record the documents first with the book and page referred to on the final plat. Mr. Morgan would like clear language that the Town is not responsible for private stormwater structures.

Co-Chair White made a motion to approve the Text Amendment as presented with the changes discussed, followed by a second made by Dusty Gilvin. All ayes.

Mr. Morgan discussed the review of the Planning Board Rules of Procedure by Town Council and stated that they have not been updated since 2005. Town Council is suggesting updating the terms, staggered terms, and attendance. Town Manager Spitzer added that Council prefers that a board member serve no more than two (2) consecutive terms, then have one year off before they can reapply to the board. He further added that they prefer that board members not be allowed to miss more than two consecutive meetings per year. These proposed changes will be consistent among all boards.

Mr. Spitzer also announced that Board Member Roshan Bhula submitted his official resignation from the Planning Board.

Chair Knowles, Co-Chair White, and Board Member Gilvin all agreed on 4:00 pm and meetings to be held on a specific day, in which they preferred the third Wednesdays.

There was a general discussion on whether to add Public Comment to the Order of Business. It was decided by the Board to defer this to a later date. In addition, the Board agreed to change the deadline to submit agenda items from thirty (30) days to fifteen (15) days of a regular meeting.

Chair Knowles asked about the addition of Terms under Article VI, Attendance & Term Limits, which states that Board members may serve two full consecutive terms, then they can reapply after waiting one full year. Mr. Spitzer replied that Town Council will be discussing this at the next Town Council meeting. There was a general discussion. Co-Chair White made a motion to accept the changes in the Rules of Procedure followed by a second made by Board Member Gilvin. All ayes.

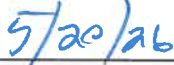
Mr. Morgan added that their first conditional rezoning request may be coming up soon, but it is not anticipated this month.

Co-Chair White made a motion to adjourn the meeting followed by a second made by Board Member Gilvin. All ayes.

The Planning Board adjourned at 5:55 pm.



CHAIR



DATE



TOWN CLERK