



Shallotte Board of Aldermen Regular Meeting Agenda

June 03, 2025 at 5:15 PM

Meeting Chambers – 110 Cheers Street

I. CALL TO ORDER

II. CONFLICT OF INTEREST

[1.](#) Statement

III. AGENDA AMENDMENTS & APPROVAL OF AGENDA

IV. PUBLIC COMMENTS (3 minutes or less per person & sign in please)

V. DEPARTMENT REPORTS

[1.](#) POLICE

[2.](#) FIRE

[3.](#) PLANNING

[4.](#) PUBLIC WORKS

1. Board Action Item - Waterline relocation at Price Landing

2. Board Action Item - 12" Force Main Bid Award

[5.](#) FINANCE

[6.](#) PARKS & RECREATION

[7.](#) ADMINISTRATION

[8.](#) MAYOR

VI. CONSENT AGENDA

[A.](#) April 4, 2025 Board Retreat Minutes

[B.](#) April 24, 2025 Budget Workshop Minutes

[C.](#) May 1, 2025 Budget Workshop Minutes

[D.](#) May 6, 2025 Regular Meeting Minutes

[E.](#) May 8, 2025 Budget Workshop Minutes

[F.](#) May 20, 2025 Work Session Minutes

VII. PUBLIC HEARING

1. SUP 25-01 (Walmart Pickup)

1. Motion to open public hearing
2. Swear in parties
3. Public Comments/Questions
4. Motion to close public hearing
5. Board Comments/Questions
6. Motion to approve the Specific Findings of Fact
7. Motion to approve SUP 25-01
8. Recess for signatures

2. Cranwood Multi-Family Conditional Rezoning

Parcel ID # 1810002402 & 18100024

Cranwood Shallotte, LLC.

RAM-15 & B-2 to MF-6 (Conditional)

54 Acres +/-

308 Units

1. Motion to open Public Hearing
2. Public Comments/Questions
3. Motion to close Public Hearing
4. Board Comments/Questions
5. Motion to approve/deny the Zoning Amendment Statement of Consistency
6. Motion to approve/deny rezoning PIDs 1810002402 & 18100024 to MF-6
7. Recess for signatures

3. TXT 25-11 (Warehouses)

1. Motion to open public hearing
2. Public Comments/Questions
3. Motion to close public hearing
4. Board Comments-Questions
5. Consider a motion to approve the Board of Aldermen Statement of Consistency
6. Consider a motion to approve Ordinance 25-11 amending the Town of Shallotte Unified Development Ordinance, specifically Article 2 , Section 2-2, Article 10, Section 10-2, and Article 10, Section 10-3 (II)

4. TXT 25-10 (Hazardous Materials)

1. Motion to open public hearing

2. Public Comments/Questions

3. Motion to close public hearing

4. Board Comments-Questions

5. Consider a motion to approve the Board of Aldermen Statement of Consistency

6. Consider a motion to approve Ordinance 25-10 amending the Town of Shallotte Unified Development Ordinance, specifically Article 2 , Section 2-2, Article 10, Section 10-2, and Article 10, Section 10-4 (D)

5. TXT 25-12 (Outside Display, Sales, & Storage)

1. Motion to open public hearing

2. Public Comments/Questions

3. Motion to close public hearing

4. Board Comments-Questions

5. Consider a motion to approve the Board of Aldermen Statement of Consistency

6. Consider a motion to approve Ordinance 25-12 amending the Town of Shallotte Unified Development Ordinance, specifically Article 2 , Section 2-2, Article 10, Section 10-2, Article 10, Section 10-3 (Y), and Article 10, Section 10-3 (Z)

VIII. DISCUSSION

IX. CLOSED SESSION

Pursuant to N.C.G.S. 143-318.11 (a) (3), a motion to go into closed session to consult with the Attorney in order to protect the attorney-client privilege.

X. ADJOURN

Taking into consideration the general statute below and the items described on this month's agenda, does any member of the Board of Aldermen or staff have any potential conflicts of interest that should be addressed by the Board at this time? If so, please make those concerns known now.

§ 160D-109. Conflicts of interest.

(a) Governing Board. – A governing board member shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. A governing board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.

(b) Appointed Boards. – Members of appointed boards shall not vote on any advisory or legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.

(c) Administrative Staff. – No staff member shall make a final decision on an administrative decision required by this Chapter if the outcome of that decision would have a direct, substantial, and readily identifiable financial impact on the staff member or if the applicant or other person subject to that decision is a person with whom the staff member has a close familial, business, or other associational relationship. If a staff member has a conflict of interest under this section, the decision shall be assigned to the supervisor of the staff person or such other staff person as may be designated by the development regulation or other ordinance.

No staff member shall be financially interested or employed by a business that is financially interested in a development subject to regulation under this Chapter unless the staff member is the owner of the land or building involved. No staff member or other individual or an employee of a company contracting with a local government to provide staff support shall engage in any work that is inconsistent with his or her duties or with the interest of the local government, as determined by the local government.

(d) Quasi-Judicial Decisions. – A member of any board exercising quasi-judicial functions pursuant to this Chapter shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.

(e) Resolution of Objection. – If an objection is raised to a board member's participation at or prior to the hearing or vote on a particular matter and that member does not recuse himself or herself, the remaining members of the board shall by majority vote rule on the objection.

(f) Familial Relationship. – For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, s. 51(a), (b), (d).)



Shallotte Police Department May 2025 Monthly Report

Highlights

- SPD had 3867 calls for service and self-initiated incidents
- 42 Traffic accident investigations
- 76 Traffic Citations
- 204 Volunteer Hours
- Staff attended Sheriff's Prayer Breakfast at Mt. Olive Church
- Staff held "Town Hall" style meeting with Rivers Edge HOA
- Volunteer Appreciation Breakfast was held at Rivers Edge
- Staff attended High Water Vehicle Rescue training class
- Staff attended Career Day at Cedar Grove Middle School
- Staff attended BSLPD building dedication in honor of Fallen Officer Mitch Prince
- Staff presented Citizenship Award to student at 8th grade SMS awards

Investigations and Incidents

During the month of May 2025, the Shallotte Police Department's Investigative Division remained highly proactive in its efforts to safeguard the community. The division successfully managed a total of 19 criminal cases, demonstrating a continued commitment to public safety and thorough investigative work. As a result of these efforts, the division filed one misdemeanor charge and recovered property valued at approximately \$5,010 in stolen funds.

Details of some of this month's newly assigned cases are provided below.

1. Missing Person:

On April 25, 2025, at approximately 1430 hours, a concerned citizen visited the Shallotte Police Department to report an adult male as a missing person. The individual was last seen on April 21, 2025, around 0700 hours at a convenience store on Main Street in Shallotte. He was known to frequent a local gym and camp in a wooded area nearby, but had not been seen for several days. His personal belongings were no longer at his usual



location, and his phone was reportedly broken. The reporting party indicated that the missing individual had no known family or support network in the Shallotte area.

Detective Fisher of the Shallotte Police Department's Criminal Investigations Unit immediately took charge of the case. He conducted a thorough interview, gathered relevant background information, and began coordinating efforts to locate the missing person. Detective Fisher provided his direct contact information to the reporting party and alerted patrol units to remain vigilant.

On April 26, 2025, at approximately 2123 hours, Detective Fisher was notified that the missing individual had safely returned to his hometown. Within minutes, he coordinated with dispatch to ensure the individual was removed from NCIC records. On April 28, Detective Fisher followed up directly with a family member to verify the individual's well-being and confirm his return home.

Thanks to Detective Fisher's prompt response and diligent follow-through, the case was successfully resolved and is now closed as "located."

2. Misdemeanor Larceny:

On May 6, 2025, Officers responded to a report of larceny at Lowes Home Improvement. Upon arrival, the officer spoke with a loss prevention employee who reported that on April 17, 2025, around 1124 hours, a white male suspect entered the store and stole merchandise. Surveillance footage showed the suspect leaving the scene in a Toyota Highlander bearing North Carolina registration REB-4714.

Detectives conducted a records check on the vehicle tag and determined it was registered to a resident of Shallotte Point. They then visited the registered owner's residence and presented her with surveillance images of the suspect. The vehicle owner explained that she occasionally offers rides to individuals in need through a local food pantry. She identified the suspect only as "Michael" and stated that he stays at a nearby motel on an intermittent basis.



Detectives then visited the motel and spoke with staff, who recognized the suspect from the photos and confirmed he stays there sporadically but was not currently checked in. A driver's license photo and criminal history check later confirmed the identity of the suspect, whose physical appearance and tattoos matched the individual seen in the surveillance footage. The case was closed by formally charging the suspect with Misdemeanor Larceny.

3. **Felony Larceny:**

On April 30, 2025, an officer responded to Tractor Supply in reference to a reported larceny of a trailer. An employee reported that the store had closed the previous night at 9:00 PM and all appeared normal. However, at approximately 7:50 AM the next morning, the employee discovered that a 2025 Carry-On 7ft x 12ft single-axle landscaping trailer was missing from the lot. The officer observed that a section of chain-link fence had been cut, likely with a saw blade. The trailer was entered into NCIC, and the case was referred to a detective.

Detectives met with the store manager, who stated that although security cameras are in place, footage could not be reviewed due to a computer software issue. A work order had been submitted, and contact details for the Loss Prevention Manager were provided for further assistance.

Town of Shallotte surveillance footage from April 29 at 2100 hours through April 30 at 0855 hours was reviewed. No trailer matching the description was seen leaving the lot during that time. A detailed timeline of vehicle activity was compiled, showing normal employee and delivery traffic. Based on the footage, investigators concluded that the trailer was likely not taken during the reported window.

With no current leads or additional evidence, the case has been placed in inactive status. The trailer remains listed in NCIC.

Office of the

TOWN OF SHALLOTTE

James Adam Stanley
CHIEF OF POLICE



Chief of Police

NORTH CAROLINA

(910) 754-6008
Fax: (910) 754-6276

Section V, Item 1.



TOWN OF SHALLOTTE FIRE/RESCUE

Monthly Activity Report

FISCAL YEAR ENDING June 30, 2025

Reporting Period: April 28, 2025 – May 28, 2025

NCGS § 58-79-45: Incident Reports...

(Last 30 Days)		(Year to Date)
83	Total Alarms	383
05:20	Avg Response Time	5:26
2.41%	Overlapping Incidents	13.05%
(Last 30 Days)		
14	Incidents within County Contract Area	70
3	Incidents within Mutual Aid Area	25
66	Incidents within Town Limits	288
(Year to Date)		
Property Saved	\$13,817,380	
Fire Loss	\$244,055	
Incident Type		
(Year to Date)		(Last 30 Days)
5	Fire	43
14	False Alarm & False Call	35
13	Good Intent Call (Cancelled/Authorized Burn/No Incident)	68
8	Service Call (Lift Assistance)	47
41	Rescue & Emergency Medical Service Incident	177
2	Hazardous Materials Incident (No Fire)	13
Incident Summary		
(Last 30 Days)		(Year to Date)
40	High Acuity Medical Incidents	181
43	Fire Incidents	203

NCRRS 5: Training...

856:00 hours

- Image Trend Slate
- NOVANT Airlink Mass Casualty
- (EMT) Continuing Education
- (ISO) Recruit Training
- (ISO) Company Training
- (ISO) Driver/Operator Training
- (ISO) Facility Training
- (ISO) Community Outreach

Notes:

Technical Review (TR) and Code Enforcement Items

- Invited to County TRC - No projects impacting Shallotte's fire protection
- Technical Review – Copas (Subdivision) 24 acres
- Environmental Impact Survey – Parcel 2120001205 Ocean Hwy.

Staffing Notes

- 1 staff position vacancy
 - Chief and Deputy Chief covering staffing shortages when part-time staff are unavailable.
 - Interviews underway
 - 1 staff position on light-duty for injury

Other Notables

- Open Investigations
 - Al Street
 - Pending
 - SBI Toxicology Report
- Fire Chiefs Meeting “Fire Tax”
 - Fire Tax District vs Fire Insurance Districts
 - County Fire Tax Districts
 - Rural Fire Protection Districts <\$.15 per \$100
 - County Fire Service Districts <\$1.50 per \$100
 - Converting Rural Fire Protection Districts to County Fire Service Districts
 - Funding Options for Municipal Fire Services
 - County General Property Tax
 - Rural Fire Protection Tax Districts
 - County Fire Service Tax Districts
- Opioid Settlement Funds Annual Meeting
 - Input on allocation, use, and reporting of the opioid settlement funds in North Carolina, Brunswick County Government will host the opioid settlement funds.
- Integrated Preparedness Planning Workshop
 - Updated schedule, training and objectives
- Hurricane Conference
 - Outlook June 1-Nov 30 (70% confidence)
 - 13-19 named storms
 - 6-10 hurricanes
 - 3-5 major hurricanes
- Operations and Policy Review
 - Review of High-Hazard permitted uses
 - Consistent with BC Fire Prevention Ordinance
 - Review of Safety Policies
 - Health & Wellness Initiative
 - On-Boarding
 - Testing

TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

Post Office Box 2287 • Shallotte, North Carolina 28459 Telephone: (910) 754-4032 • Facsimile: (910) 754-2740



TO: Board of Aldermen
FROM: Robert Waring, Planning Director
DATE: June 3, 2025
RE: Monthly Planning Department Report

This memo & attached reports provide a summary of the Planning & Zoning Depart. in the past month:

1. The Planning Board met May 13 to review four items:
 - a. 3 Staff proposed text amendments & 1 conditional zoning application
 - b. The Board's next meeting is scheduled for June 10
2. TRC met May 15 to consider two projects:
 - a. Copas Creek Preliminary Subdivision
 - b. The next meeting scheduled for June 19
3. Staff attended the NCGSATS TCC meeting
 - a. The Town's grant application for design/construct sidewalk along Mulberry St. is pending
4. Staff, GSATS, & Bolton & Menk (Consultants) met to review data & progress with the Town's street planning efforts
5. Staff met to review updates to the Fire Study GIS material.
6. Staff attended an update for the municipal complex project
7. Staff attended the bi-monthly traffic impact analysis meetings
8. Staff attended Brunswick County's 2025 hurricane conference
9. Staff met with developers to discuss several projects that may be proposed for the Hwy 130 & Holden Bch. Rd.
10. Staff met with engineers of the Solserra project
11. Staff met with a potential provider of contract code enforcement services
12. Please forward any zoning or nuisance complaints to Brandon Eaton, Planner,
beaton@townofshallotte.org Phone: (910) 754-4032
13. The Town collected \$51,930 for April 2025. Fees collected in April 2024 totaled \$56,329
 - a. A new office use was permitted for 4530 Main St.

Monthly Code Report (Town of Shallotte, NC) 5/2025
Prepared by Brandon Eaton, CZO, CCEO (Planner II/Code Enforcement)

Public Nuisances

1. Case Number: PN-24-005 (4450 Main Street)

Original Complaint: Tall grass/junk, etc.* See also Z-24-007

Latest Update: 5/28/25

- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

2. Case Number: PN-24-006 (4479 Main Street)

Original Complaint: Tall grass/junk, etc.* See also Z-24-008

Latest Update: 5/28/25

- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

3. Case Number: PN-25-001

Original Complaint: Temporary sales office removed with materials, debris, and trash left on lot at 599 Forest St. EXT NW

Latest Update: 5/21/25

- CE working to resolve issue.

4. Case Number: PN-25-002

Original Complaint: Neighbor reported tall grass. Yearly offender.

Latest Update: 5/21/25

- Reinspection shows no current nuisance violation. Property will be monitored for changes.

Zoning Violations

1. Case Number: Z-24-007

Original Complaint: 4450 Main St. Old junk mobile home that was once used for office, shipping container, nuisances.

Latest Update: 5/28/25

- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

2. Case Number: Z-24-008

Original Complaint: 4479 Main St. Old junk mobile home that was once used for auto sales business. Sign violation. Accessory structure violation and nuisances.

Latest Update: 5/21/25

- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

3. Case Number: Z-24-009

Original Complaint: Crane business not meeting the conditions of an issued special use permit.

Latest Update: 5/28/25

- Property has filed an appeal to Superior Court.
- Town Clerk mailed Board Findings to property owner via certified mail
- Board of Adjustment hearing was conducted on 2/27/2025.

4. Case Number: Z-25-003

Original Complaint: Recreational vehicle (camper) potentially being used as a permanent dwelling.

Latest Update: 5/28/2025 **Closed 5/28/2025**

- Evidence not found that property owners are using the camper as a residence. No reasonable cause for administrative warrant can be established at this time.
- 4/30/25, CE has been unable to establish proof of camper being used as residence. More evidence is being collected dealing with multiple structures on the property.
- Images were taken and a case has been open to investigate.

5. Case Number: Z-25-005 (4600 Main Street)

Original Complaint: Illegal signage and potential business operating without zoning approval.

Latest Update: 5/28/25

- *Notice issued 5/28/25.*
- *Inspection conducted on 5/21/25. Business operating without zoning approval.*
- *CE opened a case and has initiated the inspection and notice process.*

Vehicles

Currently no cases

Permit Report

Section V, Item 3.

5/1/2025 - 5/29/2025

Permit #	Permit Date	Permit Type	Permit ID	Owner Address	Total Fees
3956	5/28/2025			469 Gray Bridge Rd	
3955	5/28/2025			Po Box 6947	\$50.00
3954	5/27/2025			PO BOX 5967	\$5,720.00
3953	5/27/2025			PO BOX 5967	\$5,720.00
3952	5/27/2025			PO BOX 5967	\$5,720.00
3951	5/22/2025			4049 Belle Terre Blvd	\$5,720.00
3950	5/21/2025			46352 Michigan Ave	\$50.00
3949	5/20/2025			4049 Belle Terre Blvd	\$7,090.00
3948	5/20/2025			4049 Belle Terre Blvd	\$7,090.00
3947	5/20/2025			4049 Belle Terre Blvd	\$7,090.00
3946	5/20/2025				\$50.00
3945	5/19/2025			Po Box 8050, Bentonville, AR 72712	\$50.00
3944	5/15/2025			Po Box 2020, Shallotte, NC 28459	\$240.94
3943	5/15/2025			PO Box 2020	\$50.00
3942	5/14/2025			PO Box 5967	\$50.00
3941	5/9/2025			PO BOX 5967	\$7,090.00
3940	5/8/2025			P O Box 40,	\$50.00
3938	5/2/2025			118 Southshore Drive, Holden Beach, NC 28462	\$50.00
3937	5/1/2025				\$50.00
					\$51,930.94

Total Records: 19

5/29/2025

Public Works Monthly Report

May 2025

To: *Board of Aldermen*

From: *Dan Formyduval, Director of Public Services*

Sewer

- Responded to 12 sewer calls during the day and 7 after hours.
- Randomly inspected 20 pressure sewer services.
- Inspected, repaired, and serviced 6 air release valves.
- Complete upgrades for three residential a sewer services.
- Re-built three residential control panels.
- Relocated 500' of sewer force main.
- Replaced 2 and serviced 7 Air Release Valves.
- Installed 2 residential services and 1 commercial.
- C. Little has received her Grade II Collections Certification.

Parks & Streets

- Placed Seasonal Decorations on Main St.
- Assisted the Price Landing Contractor by mowing the site.
- Have begun normal seasonal mowing program.

Construction & Engineering

- Responded to **223** NC811 locate tickets.
- Participated in weekly meetings with contractors working on Price Landing.
- Met with representatives from Brunswick County Building inspections.

- Met with BEMC to kick off work for the power relocation along Mulberry.
- Met with a developer to ensure the repair of storm drainage on private property in Brierwood.
- Reviewed one project for TRC.
- Replaced a culvert on Snead Ct.
- Met with NCDOT for takeover of the landscaping maintenance of the Round-about on NC179.

Fleet Maintenance

Police Dept.

- Replaced 10 Patrol car Tires
- Completely rewire emergency lights on front of Car-3751
- Completed 6 Minor repairs
- Completed 6 Oil Changes

Fire Dept.

- 1571- Replaced Alternator, Cleaned all battery connections at Batt, Alternator, and starter.

Maintenance Dept.

- Prep 2 new trucks for service
- Generator pre annual service inspection for all lift stations and buildings. Order all needed filters needed to complete services.
- Service and repair landscaping equipment for summer
- Completed 4 Minor repairs
- Completed 2 Oil Changes



Town of Shallotte

ACTION AGENDA ITEM

2025

TO: Board of Alderman

FROM: Mimi Gaither, Town Manager
EXT. #

ACTION ITEM #:

MEETING DATE: 5.29.25

DATE SUBMITTED: 5.29.25

ISSUE/ACTION REQUESTED: Moving waterline at Price Landing PUBLIC HEARING: ☐ YES ☒ NO

BACKGROUND/PURPOSE OF REQUEST: If you remember, we had a conflict at Price Landing on the JP Russ side of the project (culvert replacement) and a waterline. After sometime, we have been able to resolve with issue with the County and sought informal bids to relocate the waterline. Vision Infrastructure's bid was \$138,000 and JP Russ's bid was \$284,554. Our recommendation is to award the project to Vision Infrastructure.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
CAPITAL PROJECT ORDINANCE REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
PRE-AUDIT CERTIFICATION REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
REVIEWED BY DIRECTOR OF FISCAL OPERATIONS	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY: ☐ YES ☒ NO ☐ N/A

ADVISORY BOARD RECOMMENDATION: N/A

TOWN MANAGER'S RECOMMENDATION:. Award to Vision Infrastructure - MOG

FINANCE RECOMMENDATION: N/A

ATTACHMENTS:

- 1. Vision Infrastructure bid
- 2. JP Russ Bid
- 3.

<u>ACTION OF THE BOARD OF ALDERMEN</u>	
APPROVED:	<input type="checkbox"/>
DENIED:	<input type="checkbox"/>
DEFERRED	
UNTIL:	
<hr/>	
	SIGNATURE
OTHER:	

VISION INFRASTRUCTURE
DEVELOPMENT INC.
PO Box 37
Shallotte, NC 28459 USA
9104430766
bobby@visioninfrastructure.com



Estimate

ADDRESS
Town Of Shallotte
106 Cheers St
Shallotte, NC 28470 USA

ESTIMATE # 1153
DATE 04/15/2025

DATE	DESCRIPTION	QTY	RATE	AMOUNT	
	Mobilization	1	3,500.00	3,500.00	
	Directional bore	12" Fusible C900 with fusion crew	200	275.00	55,000.00
	45 Mechanical Joint	12" MJ 45	2	1,800.00	3,600.00
	12" Mechanical Joint	12" 22.5	2	1,500.00	3,000.00
	22 5bend				
	Gate Valve	12" Gate Valve	3	7,500.00	22,500.00
	MJ Sleeve	12" MJ Sleeve	2	1,500.00	3,000.00
	Bell Restraint	12" Bell Restraint	8	750.00	6,000.00
	MJ End Cap	Tapped 2" for flushing, pressure testing and chlorination	2	1,000.00	2,000.00
	Pressure and Bacteria testing/sampling	Including the absent bacteria sample test before connecting new to existing	1	3,500.00	3,500.00
	6" MJ Gate Valve & Box		1	4,000.00	4,000.00
	6" MJ 90		1	1,500.00	1,500.00
	12" MJ 90		1	2,200.00	2,200.00
	Flowable Fill	Filling of abandoned 6" water piping with concrete.	330	20.00	6,600.00
	Flowable Fill	Filling of abandoned 12" water piping with concrete.	330	30.00	9,900.00
	2" Water Service	2" water services tapped and bored under Mulberry St	2	6,000.00	12,000.00

SUBTOTAL 138,300.00
TOTAL \$138,300.00



Proposal

From: J.P. Russ & Son, Inc.
 5621 Beach Dr. SW
 Ocean Isle Beach, NC 28469
 Contact: Aaron Black
 Phone: 910-754-6023
 Email: aaronjpr@atmc.net

Project: MULBERRY ST WATERLINE
Description: MULBERRY ST WATERLINE
 RELOCATION

ITEM	DESCRIPTION	BID QTY	U/M	AMOUNT
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GENERAL REQUIREMENTS

101	MOBILIZATION	1.000	LS	
1002	CONSTRUCTION STAKEOUT	1.000	LS	
780	COORDINATE REQUIRED	1.000	LS	
	INSPECTIONS AND TESTING			
1118	TRAFFIC CONTROL & DEWATERING	1.000	LS	

GENERAL REQUIREMENTS

Section Total: \$58,500.00

DEMOLITION AND EROSION CONTROL

1 A	DEMO EXISTING 12" WATERLINE	305.000	LF	
7	DEMO 6" AC WATERLINE	500.000	LF	
45	CUT & PATCH ASPHALT	200.000	SY	
240	DEMO & REPLACE CURB	50.000	LF	
260	DEMO SIDEWALK	100.000	SY	
1012	TEMPORARY SILT FENCE	260.000	LF	
613	WETLAND PROTECTION FENCING	50.000	LF	
1015	TEMPORARY SEEDING	1.000	LS	

DEMOLITION AND EROSION CONTROL

Section Total: \$49,500.00

12" WATER UTILITIES

104	CONNECTION TO EXISTING 12"	1.000	EA	
350	12" DIRECTIONAL DRILL	180.000	LF	
276	12" C900 WATERLINE	160.000	LF	
282	12" GATE VALVE	2.000	EA	
286	12" FITTINGS	15.000	EA	

12" WATER UTILITIES

Section Total: \$127,694.00

6" WATER UTILITIES

105	CONNECTION TO EXISTING 6"	2.000	EA	
1053	6" C900 W/ TAPE & WIRE	60.000	LF	

Proposal

ITEM	DESCRIPTION	BID QTY	U/M	AMOUNT
1057	6" GATE VALVE	2.000	EA	
124	6X6 TAP W/ TAPPING SLEEVE & VLV	1.000	EA	
1065	6" MJ FITTINGS	3.000	EA	
6" WATER UTILITIES				Section Total: \$27,780.00
2" WATER UTILITIES				
107	12X2 TAP W/ SADDLE & VALVE	2.000	EA	
632	2" CTS WATER LINE	300.000	LF	
1036	WATER SINGLE SERVICE	1.000	EA	
108	EOL BLOWOFF	1.000	LS	
2" WATER UTILITIES				Section Total: \$21,080.00
				TOTAL BID: \$284,554.00

Project Comments

- Plans for Price Landing Park by McGill & Associates labelled "Final Drawing for Review Purposes Only not Released for Construction", October 2024, Project #22.07019.
- Excludes any items not listed on bid - this includes but is not limited to conduits, electric, telecommunications, irrigation service.
- Quote assumes required geotechnical testing provided by GC or Owner.
- Construction stakeout is for civil site scope only.
- EXCLUDES permanent vegetation or seeding, landscaping, or irrigation.
- Erosion control is for measures shown on plans. Additional measures will be billed in accordance with standard rates.
- Erosion control maintenance quoted is for maintenance of measures quoted while JP Russ & Son is onsite. Quote does not include mobilization just for erosion control maintenance, SWPPP reports, or repair of erosion control measures damaged by others.
- Utility meters are EXCLUDED.
- JPR makes no assumption to suitability of onsite soils. If any undercut of spoiled material is required charge will be \$36 pcy to dispose of material and replace with suitable soil or \$58 pcy to replace with ABC.
- This price is based on the NCDOT Monthly Terminal Asphalt Binder Index Price for May 2025 at \$563.75 per ton. If the Asphalt Cement price fluctuates from the Index Price during the performance of our work, JPR reservest the right to adjust the stated prices with the NCDOT Asphalt Binder Index at the time of installation. Stone escalation is covered thru 06/31/2025.
- If, after the date of this quote, any new or increased tariffs, duties or other government - imposed costs on materials used in the work becomes effective, the contract price shall be adjusted to reflect the actual increased cost to JPR.
- JPR is not responsible for existing utility relocation outside of water utilities as indicated on plans.
- NIGHT TIME WORK EXCLUDED, LANE CLOSURES EXPECTED. TRAFFIC CONTROL INCLUDED.

Signature: _____



Town of Shallotte
ACTION AGENDA ITEM
2025

TO: Board of Alderman

FROM: Mimi Gaither, Town Manager
EXT. #

ACTION ITEM #: _____
MEETING DATE: 5.30.25
DATE SUBMITTED: 5.30.25

ISSUE/ACTION REQUESTED: Selection of Construction 12" FM Contract **PUBLIC HEARING:** ☐ YES ☒ NO

BACKGROUND/PURPOSE OF REQUEST: As you are aware, we sent out notices for construction of the 12" Force Main from the south side of Town to the Treatment Plant. I have attached the bid sheet showing that Carmichael has submitted the lowest bid. We have worked with this company in the past that Dave Bowman, the Town's Engineer, has recommended that we award the contract to Carmichael.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
CAPITAL PROJECT ORDINANCE REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
PRE-AUDIT CERTIFICATION REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
REVIEWED BY DIRECTOR OF FISCAL OPERATIONS	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY: ☐ YES ☒ NO ☐ N/A

ADVISORY BOARD RECOMMENDATION: N/A

TOWN MANAGER'S RECOMMENDATION: Award contract to Carmichael Construction - MOG

FINANCE RECOMMENDATION: N/A

- ATTACHMENTS:**
1. Bid Tabulation
 - 3.

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED:	<input type="checkbox"/>	ATTEST:
DENIED:	<input type="checkbox"/>	CLERK TO THE BOARD
DEFERRED		
UNTIL:	_____	_____
		SIGNATURE
OTHER:		



Town of Shallotte Bid Opening Form

Project Name: US Highway 17 Sewer Project
Bid Opening Date & Time: May 20, 2025 at 2:00 P.M. (Standard Time)
Location Location: Shallotte Town Hall, 110 Cheers Street, Shallotte, NC
Description: 5,128 LF 12" C900 PVC Sewer Force Main, 600 LF 16" HDPE by Directional Drill, 52 LF 12" Ductile Iron Pipe (DIP), Valves, fittings, and associated appurtenances,
Final Completion: 150 days after NTP, Total Project Completion: 180 days after NTP

Bidder Name	NC Contractor License (Y/N)	Add #1 & #2 Acknowledged (Y/N)	Bid Executed (Y/N)	5% Bid Bond Enclosed (Y/N)	Statement of Experience Enclosed (Y/N)	Total Bid Price
VISION INFRASTRUCTURE	83514	Y	Y	Y	Y	\$966,135.00
HEATH GRADING & UTILITY INC.	71507	Y	Y	Y	Y	\$1,011,225.20
CARMICHAEL CONSTRUCTION	10584	Y	Y	Y	Y	\$926,087.90

Received By (Signature): [Signature] **Title:** ELI ENGINEERING - TOWN COUNCIL
Name (Print): ELIZABETH NELSON **Date:** 5/20/25



TOWN OF SHALLOTTE
Monthly Financial Dashboard
FISCAL YEAR ENDING June 30, 2025

Reporting Period: May 31, 2025

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

General Fund	Collected TD	FY Budget	Total Budget
PROPERTY TAX	\$ 3,455,914	\$ 11,038,099	
Revs YTD/% Coll/% of Budget	\$ 3,455,914	99.99%	31.31%
SALES & USE TAX			
Fiscal Year Budget	\$ 1,986,739	\$ 11,038,099	
Revs YTD/% Coll/% of Budget	\$ 1,363,956	68.65%	18.00%
UTILITY FRANCHISE TAX			
Fiscal Year Budget	\$ 483,098	\$ 11,038,099	
Revs YTD/% Coll/% of Budget	\$ 268,225	55.52%	4.38%
FIRE FEES			
Fiscal Year Budget	\$ 1,108,414	\$ 11,038,099	
Revs YTD/% Coll/% of Budget	\$ 1,125,863	101.57%	10.04%
OTHER REVENUES			
Fiscal Year Budget	\$ 4,003,934	\$ 11,038,099	
Revs YTD/% Coll/% of Budget	\$ 1,153,586	28.81%	36.27%
Enterprise Fund			
OTHER REVENUES	\$ 3,634,636	\$ 6,755,170	
Revs YTD/% Coll/% of Budget	\$ 2,503,578	68.88%	53.81%
SYSTEM DEV FEES	\$ 400,000	\$ 6,755,170	
Revs YTD/% Coll/% of Budget	\$ 530,225	132.56%	5.92%
		\$ 6,755,170	
Revs YTD/% Coll/% of Budget	\$ -	0.00%	
SEWER CHARGES	\$ 2,720,534	\$ 6,755,170	
Revs YTD/% Coll/% of Budget	\$ 2,026,879	74.50%	40.27%
FUND TOTALS		90% of Budget	
General Fund	\$ 11,038,099	\$ 9,934,289	
Revenues FYTD	\$ 7,367,275	67%	
Enterprise Fund	\$ 6,755,170	\$ 6,079,653	
Revenues FYTD	\$ 5,060,682	75%	

EXPENDITURES AT A GLANCE...

GENERAL FUND	Fiscal Year		YTD Expenses		
DEPARTMENTS	24/25 Budget		Current FY	Curent FYTD%	
Governing Body	\$	100,305	\$	62,226	62.04%
Administration		2,376,470		1,206,920	50.79%
Planning		490,978		390,598	79.56%
Police Dept		2,985,419		2,507,059	83.98%
Fire Dept		2,711,395		1,813,084	66.87%
SRFTC		7,500		6,812	90.83%
Street Dept		1,596,532		604,819	37.88%
Parks		539,822		334,946	62.05%
Events & Comm. Outreach		229,678		195,288	85.03%
	\$	11,038,099	\$	7,121,752	64.52%
Fiscal Year Budget	\$	11,038,099	\$	7,121,752	
Unspent Budget Remaining	\$	3,916,347		35.48%	
ENTERPRISE FUND	Fiscal Year		YTD Expenses		
DEPARTMENTS	24/25 Budget		Current FY	Curent FYTD%	
Sewer Department	\$	6,755,170	\$	4,739,187	70.16%
	\$	6,755,170	\$	4,739,187	70.16%
Fiscal Year Budget	\$	6,755,170	\$	4,739,187	
Unspent Budget Remaining	\$	2,015,983		29.84%	

OUR CASH AND INVESTMENTS

Balances on May 27, 2025 in whole dollars - Bold - As of 4-30-25

CASH & INVESTMENTS BY FUND

GENERAL FUND

	June 2024	May 2025
General Fund	\$ 814,138	\$ 2,073,706
NCCMT	9,057,805	8,954,869
United Bank	240,667	244,880
General Fund Savings	84,583	49,615
TOTAL GENERAL FUND	\$ 10,197,193	\$ 11,323,070

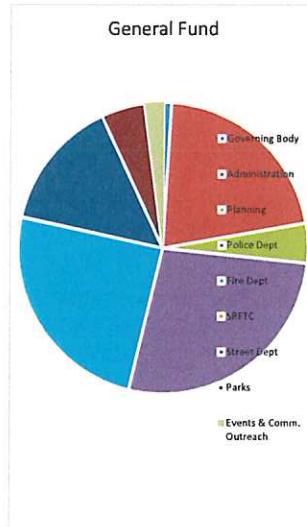
ENTERPRISE FUNDS

	June 2024	May 2025
Sewer Fund	\$ 727,099	\$ 848,968
United Bank	336,358	342,246
NCCMT	3,394,772	3,834,186
Sewer Fund Savings	136,576	86,628
TOTAL OTHER FUNDS	\$ 4,594,805	\$ 5,112,028
Special Revenue Fund	\$ 100	\$ 100
Police Evidence Acct	313	313
Capital Project Acct	3,492,181	1,869,406
TOTAL CASH & INVESTMENTS TOWN-WIDE		

	June 2024	May 2025
ALL FUNDS	\$ 18,284,592	\$ 18,304,917

Cash:	May-24	May-25	Difference
General Fund	\$ 10,267,818	\$ 11,323,070	
Sewer Fund	4,735,668	5,112,028	
Special Revenue Fd	100	100	
Police Evidence Acct	313	313	
Capital Account	3,496,078	1,869,406	
	\$ 18,499,977	\$ 18,304,917	(195,060)

Receipts for May 25:	
Feb 2025 Sales Tax	148,434.74
Town Prop Tax April 25	27,250.10
April 25 NC DMV Taxes	27,158.93
Solid Waste Disposal Tax	976.19
Alcoholic Bev Tax	\$ 19,909.78



Capital Project - Riverfront Project

CP Expenditures	FY Budget	Current Exp
Mulberry Park	\$ 1,662,873.00	\$ 517,981.04
Riverwalk II	\$ 1,132,300.20	\$ 180,554.83
Professional Svc	\$ 1,322,600.95	\$ 233,739.24
Price Landing Cap	\$ 2,500,000.00	\$ 1,183,449.32
New Town Hall	\$ 16,342,363.00	
Cheers St Parking	\$ 337,396.00	
		\$ -
Total	\$23,297,533.15	\$2,115,724.43
CP Revenues	FY Budget	Current Rev
App Fund Balance	\$ 250,000.00	
Transfer from GF	\$ 2,982,177.16	\$ 266,339.24
Grant-Riverwalk	\$ 250,000.00	
SCIF Grant-Riverw	\$ 815,355.99	\$ 185,254.83
SCIF Grant-Mulb	\$ 3,000,000.00	\$ 1,664,130.36
USDA Loan	\$ 16,000,000.00	\$ -
Total	\$23,297,533.15	\$2,115,724.43

NCCMT Interest Rate April 25	4.17%
NCCMT Interest Rate March 25	4.31%



Town Of Shallotte

Expenditure Statement : 2024 - 2025

for Accounting Period 5/31/2025

GENERAL FUND

Dept #	Department	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
4100	Governing Body	\$100,305.00	\$62,226.28	\$62,226.28	\$0.00	\$38,078.72	62.04
4200	Administration	\$2,376,469.71	\$1,205,643.64	\$1,205,643.64	\$1,276.68	\$1,169,549.39	50.79
4300	Planning Department	\$490,978.00	\$390,598.22	\$390,598.22	\$0.00	\$100,379.78	79.56
4400	Events & Community Outreach	\$229,678.00	\$193,216.96	\$193,216.96	\$2,070.83	\$34,390.21	85.03
5100	Police	\$2,985,419.49	\$2,505,947.39	\$2,505,947.39	\$1,111.43	\$478,360.67	83.98
5300	Fire	\$2,711,395.00	\$1,808,779.23	\$1,808,779.23	\$4,304.49	\$898,311.28	66.87
5400	SRFTC	\$7,500.00	\$6,710.62	\$6,710.62	\$101.61	\$687.77	90.83
5600	Streets	\$1,596,532.40	\$591,360.23	\$591,360.23	\$13,458.84	\$991,713.33	37.88
5700	Parks	\$539,821.64	\$291,047.53	\$291,047.53	\$43,898.60	\$204,875.51	62.05
Total Fund	GENERAL FUND	\$11,038,099.24	\$7,055,530.10	\$7,055,530.10	\$66,222.48	\$3,916,346.66	64.52

Town Of Shallotte

Expenditure Statement : 2024 - 2025

for Accounting Period 5/31/2025

ENTERPRISE FUND							
Dept # Department		Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
8200	Sewer	\$6,755,169.50	\$4,723,221.76	\$4,723,221.76	\$15,965.29	\$2,015,982.45	70.16
Total Fund	ENTERPRISE FUND	\$6,755,169.50	\$4,723,221.76	\$4,723,221.76	\$15,965.29	\$2,015,982.45	70.16
Grand Total		\$17,793,268.74	\$11,778,751.86	\$11,778,751.86	\$82,187.77	\$5,932,329.11	66.66

Board Report
Parks/Recreation
June

May Recap

Budget Workshop for Parks/Rec

New Employee started- Brian that will handle custodial needs in Town Facilities, help P& R and Streets when needed.

Staff attended PD Volunteer Breakfast

The market on May 24 had 50+ vendors attend and great traffic for the holiday weekend. Staff has done a great job bringing in vendors and working on marketing event.

Staff attended TDA quarterly meeting to approve new budget

Staff attended Budget Workshop regarding new Town Hall discussion
Department Head meeting

Attended County Hurricane Conference

Lunch and Learn with all Dpts
Retirement event for employee

On-going

Sewer Notification

PD App Notifications

Social Media Notifications

Vendor Spotlights for Market on Social Media weekly

Updates to website

Upcoming Event Dates

Market June 7 and June 21

June Kids day at Park

June 5- PD/Fire Day

June 23- Character Day

June 19- Craft Day

June 26- Shally Day

Concerts will begin in July



MEMORANDUM

TO: BOARD OF ALDERMEN
FROM: MIMI GAITHER, TOWN MANAGER
SUBJECT: ADMINISTRATION REPORT
DATE: 5.29.25

- Budget Workshop 5.1.25
- Zoom Meeting with Open Gov Budget Software 5.2.25
- BOA Meeting 5.6.25
- Budget Review 5.8.25
- Budget Prep 5.12-5.16.25
- Met with Johnson Controls re Fire Alarm System 5.15.25
- Bid Opening 5.10.25
- BOA Workshop 5.20.25
- HR Meeting with PD 5.22.25
- Budget Preparation 5.22 and 5.23.25
- Staff Meeting 5.27 and 5.28.25
- Benefits Enrollment 5.27.25
- Budget Software Open Door Demo 4.25.25
- Civic (Formerly Local Government Federal Credit Union) Lunch 5.29.25
- Budget Preparation 5.29 and 5.30.25
- Retirement Party Dwayne Simmons 5.30.25

Project Update – Riverwalk

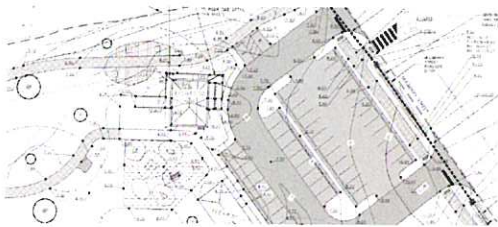
Kayak Launch and Floating Dock have been completed. Sea Dog only has some concrete work and railing to complete. He anticipates the concrete work to be the harder to schedule. Once that is done, he will have inspected.

Project Update – Price Landing

May report is attached. Cinderella had an inspection with BC Building Inspections and the walkway over the drainage was not done according to the plans. BI Inspector Pam Ball and John Hyman were very forthcoming with the Town that this wasn't build according to plans. A meeting was held onsite with the Inspector, Cinderella, McGill and the Town. Liquidated Damages begin on 5.30.25 and an additional amount at June 13. All work on the walkway has already been removed and in the process of being rebuilt.

New Town Facility

Staff presented the revised options to the BOA at our workshop on 5.20.25. The information was given as informational for the BOA to review. We will revise the discussion at the June 26th Meeting.



**MONTHLY
JOB REPORT**
May 2025
5/27/2025

Project Number: 22.07019
Town of Shallotte Project # 8/07/2024
Project Owner: Town of Shallotte
Project Name: Price Landing Park

Contractor: Cinderella Partners (or “Cinderella” herein)

Contract Amount: \$3,070,099.60
No. of Contract Modifications: 6
Revised Contract Amount: \$3,078,517.87

NTP: 8/07/2024
Original Contract Time: 211 Calendar Days to Substantial Completion
225 Calendar Days to Final Completion

Contract Time Remaining: 3 Calendar Days to Substantial Completion
Completion Date (Substantial): 5/29/2025 (CO #4)
Completion Date (Final): 6/13/2025 (CO #4)
Liquidated Damages \$500 Per Calendar Day after Substantial Completion
\$500 Per Calendar Day after Final Completion

Outstanding Items

- Pending Change Order #7 submission from contractor for boardwalk light fixture revision. Change Order will be for a \$4,600.00 credit.

Contractor’s Schedule

- Contractor has been granted a time extension to June 13, 2025 for final completion.

Construction Activities – Past 30 Days

- Grading of North parking lot.
- Completed boardwalk pile installation.
- Picnic Shelter frame erected.
- Restroom wall construction progressing.
- Restroom roof construction progressing.
- Restroom plumbing and electrical installed.
- Boardwalk deck framing construction progressing.

Construction Activities – Next 21 Days

- Install stone subbase and bituminous paving for parking lots.
- Construction of kayak launch.
- Construction of boardwalk deck, pavilion and lighting.
- Construction of sidewalks.
- Construction of restroom ramps and interior finishes.
- Construction of Tot Lot.
- Construction of asphalt trails.
- Construction of pedestal misters and decking.
- Final grading, seeding and landscaping.

Submittals

- None outstanding

Request for Information

- None Outstanding

Request for Proposals

- No requests for proposal have been initiated

Proposals Received

- No proposals received

Change Orders Billed Against Owner's Contingency

- CO #1 – Water Connection Changes (Brunswick County) – \$9,980.00
- CO #2 – Overage on Excavation / Unsuitable Soils – \$9,992.24.
- CO #3 – Drainage revisions (ECS) for North Parking Lot – \$21,333.76
- CO #5 – Restroom Roof Material & Circuit for Grinder Pump - \$9,012.50 (\$3,686.24 toward contingency; \$5,326.26 added to contract)
- CO #6 – 30 LF of Trench Drain - \$3092.01 added to contract

Change Orders to Contract

- CO #1 – Water Connection Changes (Brunswick County) – 5 Days
- CO #2 – Overage on Excavation / Unsuitable Soils – 5 Days
- CO #3 – Drainage revisions (ECS) for North Parking Lot – 7 Days
- CO #4 – Final Completion Extension to June 13, 2025.

- CO #5 – Restroom Roof Material and Circuit for Grinder Pump - \$5,326.26 added to contract (See Above)
- CO #6 – 30 LF of Trench Drain - \$3092.01 added to contract

Change Orders Rejected

- None pending

General Discussion

- There is a concern regarding electric service to the site by BEMC. Owner is coordinating this work and has made arrangements for temporary power to be installed in the next two weeks.
- There is a concern about water service to the site. The service is currently hooked up to the main on Mulberry Street. However, the main is scheduled to be relocated in the near future. Pending this work the water service will need to be rerouted at that time. Owner is coordinating the waterline relocation work.

Contractor Action Items

- Finalize all outstanding submittals.
- Submit Change Order No. 7 for boardwalk lighting revision.
- Correct erection deficiencies in boardwalk leading to north parking lot.

Engineer and Subcontractor Action Items

- McGill continues to review documents from the contractor as they arrive.

Owner Action Items

- Finalize electric service to the site with BEMC.
- Finalize waterline relocation on Mulberry Street including site service relocation.

Engineer's Observations

- Contractor is actively working on all project components.
- Contractor is maintaining all erosion control measures.
- Brunswick County inspected the piles and framing of the boardwalk to the north parking lot. They found a number of deficiencies and the contractor was instructed to rebuild the structure as needed to meet the plan requirements.
- Schedule for substantial completion is 5/29/25 and it will not be met, which will result in liquidated damages of \$500/day until such a time that substantial completion is achieved. Final completion is currently 6/13/25

Material Stored on Site

- Playground equipment
 - Delivered onsite by freight and wrapped in shrink wrap.

Next Monthly Job Report:

- June , 2025

End of Monthly Job Report

MEMORANDUM FOR: BOARD OF ALDERMEN
SUBJECT: MAY REPORT
MEMORANDUM FROM: WALTER ECCARD

During the month of May I worked on the following matters.

1. Arranged and attended meeting of Brunswick County Mayors with Senator Rabon and Representatives Iler and Miller. Among the topics discussed was funding for the Carolina Bays project and funding of fire services in Brunswick County.
2. Worked with GSATS and NCDOT on funding alternatives for Carolina Bay project.
3. I attended a GSATS meeting. I will provide details of the meeting at our regular monthly meeting.
4. Working with mayors of Brunswick municipalities with fire departments to request involvement with County discussions on funding fire services.
5. Worked with staff on a variety of budget matters.

**SHALLOTTE BOARD OF ALDERMEN
ANNUAL RETREAT
APRIL 4, 2025
8:00 A.M. – 3:00 P.M.**

The Shallotte Board of Aldermen met for their annual retreat on April 4, 2025 at 8:00 a.m in the council chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

Aldermen present: Gene Vasile, Larry Harrelson, Bobby Williamson, Jimmy Bellamy and Karmen Custer

Staff present: Mimi Gaither, Robert Waring, Megan Bellamy, Isaac Norris, Ashley White, Natalie Goins, Dan Formyduval, Corey Caison, Adam Stanley, Kirstie White, Paul Dunwell, and Justin Ward.

Mayor Eccard welcomed everyone to the 2025 Annual Board Retreat.

Town Manager, Mimi Gaither, reviewed retreat objectives and agenda, including expenditures, revenue projections, and historical trends.

Town Planner, Robert Waring, reviewed new projects noting development from all directions and attributed that growth to the Town providing sewer and fire services.

DEPARTMENTS

(Each department report has been attached as a permanent record)

HUMAN RESOURCES

- Noted 77% participation rate for Stay Interviews
- What we've been doing: salary study, new Town Hall, Supervisor training and employee development, appreciation (spot awards, luncheons, benefit fairs)
- 25/26 Goals: HR certification, benefits shopping, succession planning, training
- Future goals: ADA transition plan – suggests third party

ADMINISTRATION

- Finalize Riverwalk & Price Landing projects

- Keep Town Hall project on track
- Transition of Management – suggests allowing staff to have a voice in selection

FINANCE

- Automate budget process by purchasing new software
- Online customer service applications
- Explore emailing sewer bills

PLANNING

- Grant writer
- Code enforcement contract position – 1 day per week, majority in field
- Stormwater master plan

PARKS & RECREATION

- Increase events attendance
- Riverfest at Riverwalk
- Professional Development – leadership opportunities, NC3C conference

MAINTENANCE (STREETS, PARKS, SEWER)

- Replace Main St. fencing
- \$150K - Odor control at Mulberry lift station
- \$6K - small trailer for hauling materials
- Pumps line item increased to cover increases from manufacturer
- Continue preventative maintenance

FIRE

- Fire Study
- Critical tasks and response times
- Consider new fire engine
- Possible merger with Shallotte VFD
- Plan for next facility (to be determine by growth)

POLICE

- Achieve NC Accreditation status
- Have more officers complete certifications
- AXON camera system – 18 in car / 20 body (\$75K over next 5 yrs.)
- 6 patrol vehicles & equipment

BOARD OF ALDERMEN

- Traffic / Road issues
 - Wall St. Right turn only?
 - Frontage Rd. issues
 - Discussion with State officials
 - Limit driveway cuts
- Community Outreach
 - Website links
 - Newsletters (who is responsible for what, “did you know”)
 - Education (roles, limitations)
 - Outreach with HOA leaders
 - Staff attend community meetings
- Capital Projects
 - Riverwalk
 - Price Landing
 - Town Hall
- Strategic Planning
 - Define CIP goals

The Retreat was concluded with Mayor Walt Eccard thanking everyone for their hard work and dedication for such an informative session.

Respectfully submitted,

Natalie Goins
Town Clerk

**SHALLOTTE BOARD OF ALDERMEN
BUDGET WORKSHOP
APRIL 24, 2025
5:15 P.M.**

The Shallotte Board of Aldermen met for a budget workshop on April 24, 2025 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Pro Tem Bobby Williamson presiding. Mayor Walt Eccard joined the meeting by phone.

Aldermen present: Gene Vasile, Karmen Custer, and Larry Harrelson
Aldermen absent: Jimmy Bellamy

Staff present: Mimi Gaither, Robert Waring, Isaac Norris, Megan Bellamy and Natalie Goins

I. CALL TO ORDER

Mayor Pro Tem Williamson called the meeting to order. A motion was made by Gene Vasile seconded by Karmen Custer to open the meeting. Motion carried 3 yes 0 no.

II. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Gene Vasile seconded by Karmen Custer to approve the agenda as submitted. Motion carried 3 yes 0 no.

III. DEPARTMENTS

Governing Body, Administration, Planning, and Parks & Recreation department proposed expenditures were discussed.

GOVERNING BODY (4100)

No changes to Board or Planning Board pay

ADMINISTRATION (4200)

Salary Study report increases

Health Insurance & Retirement

Garbage/Recycling slight increase (may look into another company before year end)

Kronos software

Includes Creech & Associates balance

PLANNING DEPARTMENT (4300)

\$26,000 per year contract Code Enforcement position (one day a week)

\$8,000 grant writer (4 basic grants, depending on complexity)

Professional Engineering services – transitioning from Dave Bowman to Elizabeth Nelson

PARKS & RECREATION (4400)

Janitorial position

Professional development – PIO training

Bands cost avg. \$3,000 - \$4,000

Local bands at markets

Bring back Fall touch-a-truck event

Continue addition of decorations

Dues & subscription renewals – website, CodeRED

Capital outlay – garlands & bows for bridge

IV. CHANGE ORDER – PRICE LANDING

1. Cinderella Change Order 5: Restroom roof materials, match color with pavilion roof / Electrician
\$5,326.26
2. Cinderella Change Order 6: 30 linear feet trench drain
\$3,092.01

A motion was made by Larry Harrelson seconded by Karmen Custer to approve change order #5 and change order #6. Motion carried 3 yes 0 no.

V. ADJOURN

A motion was made by Karmen Custer seconded by Larry Harrelson to adjourn the meeting at 5:31 p.m. Motion carried 3 yes 0 no.

Respectfully submitted,

Natalie Goins
Town Clerk

SHALLOTTE BOARD OF ALDERMEN
BUDGET WORKSHOP
MAY 1, 2025
5:15 P.M.

The Shallotte Board of Aldermen met for a budget workshop on May 1, 2025 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

Aldermen present: Gene Vasile, Bobby Williamson, Jimmy Bellamy, Larry Harrelson and Karmen Custer (5:18).

Staff present: Mimi Gaither, Robert Waring, Isaac Norris, Natalie Goins, Adam Stanley, Robert Gravino, Paul Dunwell, Justin Ward and Ashley White.

I. CALL TO ORDER

Mayor Eccard called the meeting to order. A motion was made by Jimmy Bellamy seconded by Bobby Williamson to open the meeting. Motion carried 4 yes 0 no.

II. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Gene Vasile seconded by Larry Harrelson to approve the agenda as submitted. Motion carried 4 yes 0 no.

III. ANCILLARY BENEFITS

1. Insurance Plan Comparison

Human Resources Manager Ashley White presented an overview of the insurance plan comparison between the Town's current plans and the proposed plans from The Robert Taylor Group. A motion was made by Bobby Williamson seconded by Gene Vasile authorizing the Town to approve The Robert Taylor Group for ancillary benefits. Motion carried 5 yes 0 no.

IV. DEPARTMENTS

1. FIRE

Town Manager Mimi Gaither and Fire Chief Paul Dunwell reviewed the Fire department budget.

- 2.5% COLA
- The addition of a full time employee based on the department study recommendations (would help with achieving critical task completion benchmarks)
- Professional services line item includes \$21,000 merger feasibility study and annual physicals
- Consideration of SAFER grant for staffing

POLICE

Town Manager Mimi Gaither and Police Chief Adam Stanley reviewed the Police department budget.

- Increase in salaries
- Insurance costs increase, particularly for police departments
- Building insurance increase
- Continuation of vehicle leasing program (add 6 vehicles to rotation)
- Sell 3 older Explorers
- Transfer truck to Maintenance dept.
- AXON mobile & body cameras (cloud based)

V. DISCUSSION

- May Work Session meeting
 - Updates on the town hall building project and cost-cutting measures
 - Request from Brunswick County Conservation group regarding the Little Church
- It was the consensus of the Board for staff to calculate the difference between 2.5% and 3% COLA increase for further consideration.

VI. ADJOURN

A motion was made by Gene Vasile seconded by Bobby Williamson to adjourn at 6:11 p.m.
Motion carried 5 yes 0 no.

Respectfully submitted,

Natalie Goins
Town Clerk

SHALLOTTE BOARD OF ALDERMEN**REGULAR MEETING****May 6, 2025****5:15 P.M.**

The Shallotte Board of Aldermen met for a regular meeting on May 6, 2025 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

Aldermen present: Larry Harrelson, Gene Vasile, Jimmy Bellamy, Bobby Williamson and Karmen Custer

Staff present: Mimi Gaither, Robert Waring, Natalie Goins, Isaac Norris, Adam Stanley, Paul Dunwell, Dan Formyduval and Attorney Laura Thompson.

I. CALL TO ORDER

Mayor Eccard called the meeting to order. A motion was made by Jimmy Bellamy seconded by Gene Vasile to open the meeting. Motion carried 5 yes 0 no.

II. INVOCATION & PLEDGE

Mayor Eccard gave the Invocation followed by the Board and audience reciting the Pledge of Allegiance.

III. CONFLICT OF INTEREST

Mayor Eccard asked if any member of the Board had a conflict of interest or the appearance of a conflict of interest with regard to any item on the agenda. Alderman Larry Harrelson reported that the company he works for does work in San Rio (Solterra) He clarified, however, based on attorney advice that he could participate in the agenda item (VIII. Public Hearing -Solterra Annexation & PUD).

IV. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Bobby Williamson seconded by Gene Vasile to make the following amendments and approve the agenda as amended:

VII. Consent Agenda

Add C. National Police Week Proclamation

Add D. National Public Works Week Proclamation

Motion carried 5 yes 0 no.

V. PUBLIC COMMENTS

Diana Dornfeld, Trustee of District 2 and Vice Chair of the Brunswick County Library Board, provided statistics on library usage and programs from January to April. She highlighted various activities offered and invited the Board to visit the library to see plans for a new learning garden. She thanked Police Chief Stanley and his department for participating in Read Across America and National Reading Month in March.

VI. DEPARTMENT REPORTS

1. Police

2. Fire

3. Planning

The engineer working on stormwater standard revisions is making good progress and expects to have updated data in June/July.

Two public nuisance cases and two zoning violations are scheduled for court later in the month.

4. Public Utilities

5. Finance

6. Media & Events

7. Administration

The kayak launch portion of Riverwalk arrived last week. Sea Dog is on-site to finish installation, expected within 3 weeks.

Price Landing - the bathroom walls are up and a roof is expected late this week or early next week. On the culvert side of Price Landing, awaiting bids from contractors to resolve a utility conflict

8. Mayors Monthly Activities

The draft environmental impact statement for the Carolina Bays project was approved. Public hearings are expected to be scheduled this summer.

1. Resolution 25-03 Opposing HB 765

A motion was made by Gene Vasile seconded by Larry Harrelson to approve Resolution 25-03 opposing HB 765, Local Gov. Development Regulations Omnibus. Motion carried 5 yes 0 no.

VII. CONSENT AGENDA

A motion was made by Bobby Williamson seconded by Karmen Custer to approve the following consent agenda items:

A. April 1, 2025 Regular Meeting minutes

B. 24-25 Audit Contract

C. National Police Week Proclamation

D. National Public Works Week Proclamation

Motion carried 5 yes 0 no.

VIII. PUBLIC HEARINGS

1. Solterra Annexation & PUD

Parcel ID # 19800002, 1980000205, 198JB00115 & 2140002302

Stars & Stripes 21, LLC.

Shallotte MF-10 & County R-7500 to Shallotte PUD

360 Acres +/-

545 Single-Family Lots, 174 Town-homes, 300 Multi-Family Units

Planning Director Robert Waring gave an overview of the request:

- The property is located on Gray Bridge Road.
- The 2011 plan had 2,022 total units (708 single-family, 1,300 multi-family) at 4 units/acre.
- The revised plan reduces density to 2.8 units/acre with 544 single-family lots, 300 multi-family units, and 174 townhomes.
- The multi-family component is moved away from the river.
- DOT has approved the traffic impact analysis and will have to approve all driveway cuts.
- Town will provide sewer. Existing sewer lift station is in place.
- Roads will remain private.

1. A motion was made by Jimmy Bellamy seconded by Gene Vasile to open the Public Hearing. Motion carried 5 yes 0 no.

Tom Hardy, representing the land owner, noted the new plan had less density than currently approved.

Tyler Bland, Exult Engineering, presented the traffic impact analysis findings and recommended improvements for three project phases.

Phase I – Northbound right turn lane on Red Bug Road and US 17, westbound right turn lane at Holden Beach Road and Red Bug Road, install cluster traffic signal at Holden Beach Road and Red Bug Road.

Phase II – Eastbound right turn lane on Holden Beach Road and Gray Bridge Road.

Phase III – Signalize San Rio Blvd. unless warranted to be installed in Phase II.

2. Public Comments/Questions

Carla White, 1775 Clemmons Road, expressed concerns with potential flooding issues after hearing the creek was connected to a retention pond.

Keith McKinney, 3014 Boverie Street, expressed concerns about the “enormous” size of the development, impacts on wildlife, and traffic. He inquired about the timeframe to which Tom Hardy replied a full buildout could take 8-10 years.

Dan Weeks of H+W Design explained that the new plan is more responsive to existing environmental conditions and has a reduction of 447 units.

3. A motion was made by Jimmy Bellamy seconded by Karmen Custer to close the public hearing. Motion carried 5 yes 0 no.

4. Board Comments/Questions

Alderman Jimmy Bellamy asked if roundabouts were considered in place of signals. Mr. Bland explained that due to right-of-way conflicts, signalization proved to be the better option.

5. A motion was made by Gene Vasile seconded by Bobby Williamson to approve Annexation Ordinance 25-08, annexing PIDs 19800002 and 2140002302. Motion carried 5 yes 0 no.
6. A motion was made by Gene Vasile seconded by Karmen Custer to approve the Board of Aldermen Zoning Statement of Consistency. Motion carried 5 yes 0 no.
7. A motion was made by Karmen Custer seconded by Gene Vasile to approve rezoning parcels 198000205, 198JB00115, 19800002, and 2140002302 to Shallotte Planned Unit Development (PUD). Motion carried 5 yes 0 no.

IX. DISCUSSION

1. Request from Conservation Society re Little Church
Town Manager Mimi Gaither noted this item was for information only and would be discussed at the next work session meeting.

X. ADJOURN

- A motion was made by Jimmy Bellamy seconded by Karmen Custer to adjourn the meeting at 6:16 p.m. Motion carried 5 yes 0 no.

Respectfully submitted,

Natalie Goins
Town Clerk

**SHALLOTTE BOARD OF ALDERMEN
BUDGET WORKSHOP
MAY 8, 2025
5:15 P.M.**

The Shallotte Board of Aldermen met for a budget workshop on May 8, 2025 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

Aldermen present: Gene Vasile, Karmen Custer, Bobby Williamson and Larry Harrelson
Aldermen absent: Jimmy Bellamy

Staff present: Mimi Gaither, Robert Waring, Isaac Norris, Dan Formyduval and Natalie Goins

I. CALL TO ORDER

Mayor Eccard called the meeting to order. A motion was made by Karmen Custer seconded by Gene Vasile to open the meeting. Motion carried 4 yes 0 no.

II. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Larry Harrelson seconded by Gene Vasile to approve the agenda as submitted. Motion carried 4 yes 0 no.

III. DEPARTMENTS

Town Manager Mimi Gaither and Public Works Director Dan Formyduval presented Streets, Parks, and Sewer budgets.

STREETS (5600)

- Replace Main St. fence (Insurance money from damages + Town match)
The Board was in agreement with request to replace with a black aluminum fence.
- Discrepancy in salaries & wages due to unfilled streets/sewer combination position
- Utilities/Street lights line item increase due to new subdivisions
- Street improvements increase due to carrying over Powell Bill money
- Capital outlay equipment – replacement mower

PARKS (5700)

- Reduction in the Mulberry Park line item due to a large purchase of rubber mulch
- Positions filled except one
- Utilities, water, and supplies were added for Price Landing, which should be operational starting In July

SEWER (8200)

- Brunswick Co. Public Utilities – Sewer treatment costs lower than budgeted

- The regional partnership fee to the county will be over in 2028-2029
- Engineering service increased to include new Eli Engineer contract
- New installations increase due to new projects coming online
- Lift station repair includes odor control devices for Mulberry Park LS

IV. COLA

1. Comparisons

Town Manager Mimi Gaither presented information on increasing COLA from 2.5% to 3%. Comparisons to neighboring jurisdictions were provided. Following Board discussion, a motion was made by Gene Vasile seconded by Karmen Custer to increase COLA from 2.5% to 3%. Motion carried 4 yes 0 no.

V. SAN RIO

A motion was made by Gene Vasile seconded by Karmen Custer to release the San Rio \$203,521.00 cash bond and \$50,000.00 surety bond, subject to legal review. Motion carried 4 yes 0 no.

VI. DISCUSSION

Mimi reviewed the upcoming budget schedule:

- Public hearing scheduled for June 19th
- Next workshop planned for May 29th
- Possibility of an additional meeting between May 29th and June 19th

Dan thanked the Board for their support and resources over the past four years, which enabled significant progress in his department.

VII. ADJOURN

A motion was made by Larry Harrelson seconded by Gene Vasile to adjourn the meeting at 5:47 p.m. Motion carried 4 yes 0 no.

Respectfully submitted,

Natalie Goins
Town Clerk

SHALLOTTE BOARD OF ALDERMEN

WORK SESSION MEETING

May 20, 2025

5:15 P.M.

The Shallotte Board of Aldermen met for a work session meeting on May 20 18, 2025 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

Aldermen present: Bobby Williamson, Larry Harrelson, Karmen Custer and Jimmy Bellamy (5:17)

Aldermen absent: Gene Vasile

Staff present: Mimi Gaither, Robert Waring, Natalie Goins, Dan Formyduval, Adam Stanley, and Isaac Norris.

I. Call to Order

A motion was made by Karmen Custer seconded by Bobby Williamson to open the meeting. Motion carried 3 yes 0 no.

II. Conflict of Interest

Mayor Eccard asked if any member of the Board had a conflict of interest or the appearance of a conflict of interest with regard to any item on the agenda. None stated.

III. Agenda Amendments & Approval of Agenda

A motion was made by Bobby Williamson seconded by Karmen Custer to make the following amendments and approve the amended agenda:

VII. Discussion – Add 1. Forest Run Zoning

Motion carried 3 yes 0 no.

IV. Town Hall

1. Financials/CIP

Town Manager Mimi Gaither presented financial information showing the town's revenue versus expenditures from previous years. She suggested paying off existing debt on vehicles, which would save \$253,000 in interest. She also discussed the Capital Improvement Plan (CIP) noting that some projects had been accelerated or modified based on growth and needs. A motion was made by Karmen Custer seconded by Bobby Williamson to authorize staff to pay off two existing trucks (Aerial & Sutphen pump) and a new truck. Motion carried 4 yes 0 no.

2. Revised Cost Estimates

Town Manager Mimi Gaither reviewed revised Town Hall schematics with cost saving measures.

Option 1 cost: \$20.1M, Option 2 cost: \$16.8M, Option 3 cost: \$13.9M

3. Construction Manager

Information and references were provided on two firms interviewed for Construction Manager Risk, Samet and Edifice.

V. Little Church

1. Brunswick County Conservation Partnership letter
2. Little Church notes

Town Manager Mimi Gaither presented a letter from the Brunswick County Conservation Partnership expressing interest in taking over the Little Church. The Board was in agreement that more information was needed before making any decisions. Town Manager Mimi Gaither agreed to send a list of questions to the partnership and report back to the Board with their responses.

VI. Consent Agenda

A motion was made by Larry Harrelson seconded by Karmen Custer to approve the following consent agenda items:

1. Budget Amendment BA-24-25-12: February Pay Raise \$86,136.71 (first installment from pay study).

Motion carried 4 yes 0 no.

VII. Discussion

1. Forest Run Zoning

Town Planner Robert Waring explained the need for an updated statement of consistency for Brunswick County to correct the zoning GIS layer for a 0.83 acre tract of land. A motion was made by Bobby Williamson seconded by Karmen Custer to approve the Zoning Amendment Statement of Consistency rezoning PID 2300005003 to Shallotte R-10. Motion carried 4 yes 0 no.

-The Budget Public Hearing was rescheduled from June 19, 2025 to June 26, 2025 at 5:15 p.m.

VIII. Adjourn

A motion was made by Jimmy Bellamy seconded by Bobby Williamson to adjourn the meeting at 6:06 p.m. Motion carried 4 yes 0 no.

Respectfully submitted,

Natalie Goins
Town Clerk



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

FROM: Brandon Eaton, Planner II

ACTION ITEM #: SUP 25-01
MEETING DATE: 06-03-2025
DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED: **PUBLIC HEARING:** ☒ **YES** ☐ **NO**

(1) Conduct a quasi-judicial hearing for the proposed Special Use Permit (SUP) as submitted by Walmart Real Estate Business Trust for a proposed expansion of the existing structure to allow for pickup services, located at 4540 Main St. (Parcel ID # 18200025).

(2) Consider any specific aspects of the proposed project, consider any conditions specific to the potential project impacts, and consider approval of the SUP application & site plan.

BACKGROUND/PURPOSE OF REQUEST:

The property is a +/- 19.64-acre vacant parcel fronting Hwy 17 B./Main Street, zoned Highway Business (HB), located within the Town’s corporate jurisdiction.

The applicant intends to expand upon the existing Walmart structure to add additional space for executing Walmart pickup services. Structures over 20,000 sq ft require the issuance of a special use permit within the Town’s development jurisdiction.

The project has been reviewed by staff and the Town’s TRC, with comments and plans updated accordingly.

The Board may:
Vote to approve the SUP as proposed; or
Vote to deny the SUP as proposed; or
Continue the item until additional information is presented.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
CAPITAL PROJECT ORDINANCE REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
PRE-AUDIT CERTIFICATION REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
REVIEWED BY DIRECTOR OF FISCAL OPERATIONS	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:

☐ YES ☐ NO ☒ N/A

ADVISORY BOARD RECOMMENDATION: N/A

STAFF RECOMMENDATIONS:

- 1. All required fees shall be paid prior to final zoning approval; and
- 2. Per Sec. 12-12, all required site improvements, shall commence within 12 months of SUP approval date or applicant shall request an extension of up to six months from the Shallotte Board of Aldermen; and
- 3. All required local, state, and federal permits shall be obtained and copies provided prior to final zoning approval; and
- 4. The site be maintained in accordance with the approved site plans.

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. SUP Application
- 2. Site Plan
- 3. Project elevation
- 4. TRC Notes & Response Memo
- 5. Applicant’s findings/justification responses
- 6. Final SUP

ACTION OF THE BOARD OF ALDERMEN

APPROVED:	<input type="checkbox"/>	ATTEST: CLERK TO THE BOARD
DENIED:	<input type="checkbox"/>	
DEFERRED UNTIL:		
OTHER:		SIGNATURE



APPLICATION FOR SPECIAL USE

Official Use Section VII, Item 1.

P&Z #: _____
Date Rec'd: _____
Rec'd By: _____
Amount Paid: \$ _____

Town of Shallotte • PO Box 2287, Shallotte, NC 28459 • 116 Cheers Street, Shallotte, NC 28470 • Phone: (910) 754-4032 • Fax: (910) 754-2740

All applications for special use must be complete and accompanied by the permit fee of \$150.00 plus a public notice fee of \$90.00 and a recording fee of \$30.00, payable in cash or by check made to the Town of Shallotte. Applicants will also be responsible for any additional cost of public notices, which will be billed at a later time. All fees must be paid in full before a Zoning Permit will be issued and before an application will be submitted for review by the Board of Aldermen. Applicants or their agents are responsible for attending the Board of Aldermen meeting where this application will be considered.

Article 10 of the Town of Shallotte Unified Development Ordinance regulates which uses are conditional within the zoning districts in the Town's zoning jurisdiction. Special uses must be approved by the Board of Aldermen. All special uses must satisfy all standards in Section 6-8(B). Most special uses are also required to submit site and landscaping plans. Any plans required to be submitted shall be considered part of this application and special use permits issued are subject to the approved plans.

Project Name: WM Store 01767.245 - Shallotte, NC		
SECTION 1: APPLICANT INFORMATION		
Applicant Name: Phillip Takacs		
Mailing Address: 1850 Parkway Place Suite 650, Marietta, GA 30067		
Phone: 678.630.2343	Fax: _____	Email: ptakacs@atwell.com
SECTION 2: PROPERTY OWNER INFORMATION (if different from above)		
Owner Name(s): Walmart Real Estate Business Trust / Kenny Kenworthy		
Mailing Address: PO Box 8050 Bentonville, AR 72712		
Phone: 479.371.8448	Fax: _____	Email: kenny.kenworthy@walmart
SECTION 3: PROPERTY INFORMATION		
Street Address and/or Description of Location: 4540 Main Street B 3079, Shallotte, NC 28470		
Parcel ID #(s): 18200025	Total Site Acres or Square Feet: 19.880 AC	
Current Zoning District(s): Highway Business (HB)		
SECTION 4: USE INFORMATION		
Detailed Description of Proposed Use (attach additional sheets as necessary): The project scope is to add onto an existing building to accommodate an on-line grocery pickup expansion. No change to existing impervious cover or drainage patterns are proposed and all roof drain from the expansion will tie into the existing storm line. The use and zoning of the building will not change.		
Use Classification (from Table of Uses): Retail Stores (5000 SF or Greater)		

SECTION 5: SPECIAL USE STANDARDS

In order to approve a special use, the Town Board of Aldermen must hold a hearing and find, based on the evidence presented, that the application adequately satisfies the special use standards identified in Section 6-8(B) of the Unified Development Ordinance and listed below. Please attach any documentation supporting how the proposed project satisfies the following standards, including a statement describing separately for each standard in significant detail the facts and arguments you intend to present to the Board during the hearing:

- (1) That the use will not materially endanger the public health and safety.
- (2) That the use will not substantially injure the value of adjoining or abutting property (or alternatively, that it be a public necessity).
- (3) That the use will be in harmony with the area in which it is to be located.
- (4) That the use will be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen.
- (5) That the use will have adequate facilities to provide ingress and egress designed to minimize traffic congestion on public streets and also have adequate utilities, access roads, drainage, sanitation, or other necessary infrastructure.
- (6) That the use meets all required conditions and specifications established by the Board of Aldermen.

SECTION 6: SUPPLIMENTAL INFORMATION REQUIRED

Each application for special use must include:

- ☒ An application fee of \$150.00 plus public notice fee of \$90.00 and recording fee of \$30.00 in cash or check made payable to the Town of Shallotte.
- ☒ A Site/Landscaping Plan Application with required plans containing all required information from the Unified Development Ordinance.*
- ☒ One (1) 8.5' x 11' front building elevation indicating façade materials and colors.*
- ☒ A notarized letter of authorization if acting as the agent for the property owner(s).

NOTE: If conditional use is approved, two (2) sets of building plans shall be submitted before a Zoning Permit will be issued. Items marked with an asterisk (*) may be waived by the Zoning Administrator where a master plan or other development plan is also required, no site modifications are proposed, or other special situations exist.

SECTION 7: APPLICANT/OWNER SIGNATURE

In filing this Application for Special Use, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Signature: Phillip Takacs  Date: 1/30/2025

Official Use Only

TRC Meeting Date: _____ Recommendation: _____ Staff: _____

Board of Aldermen Hearing Date: _____ Action: _____ Staff: _____

PROPOSED BUILDING ADDITION

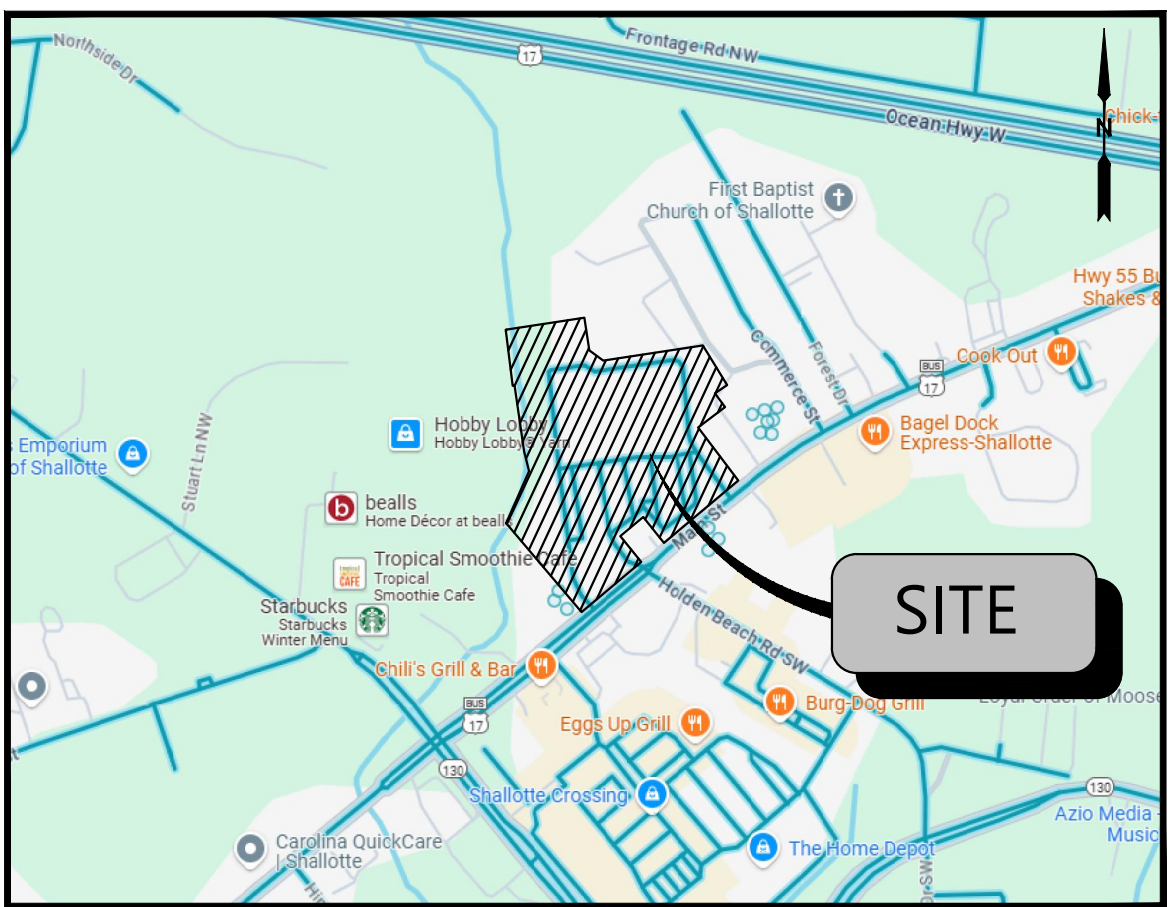


SUPERCENTER #01767.245

4540 MAIN STREET

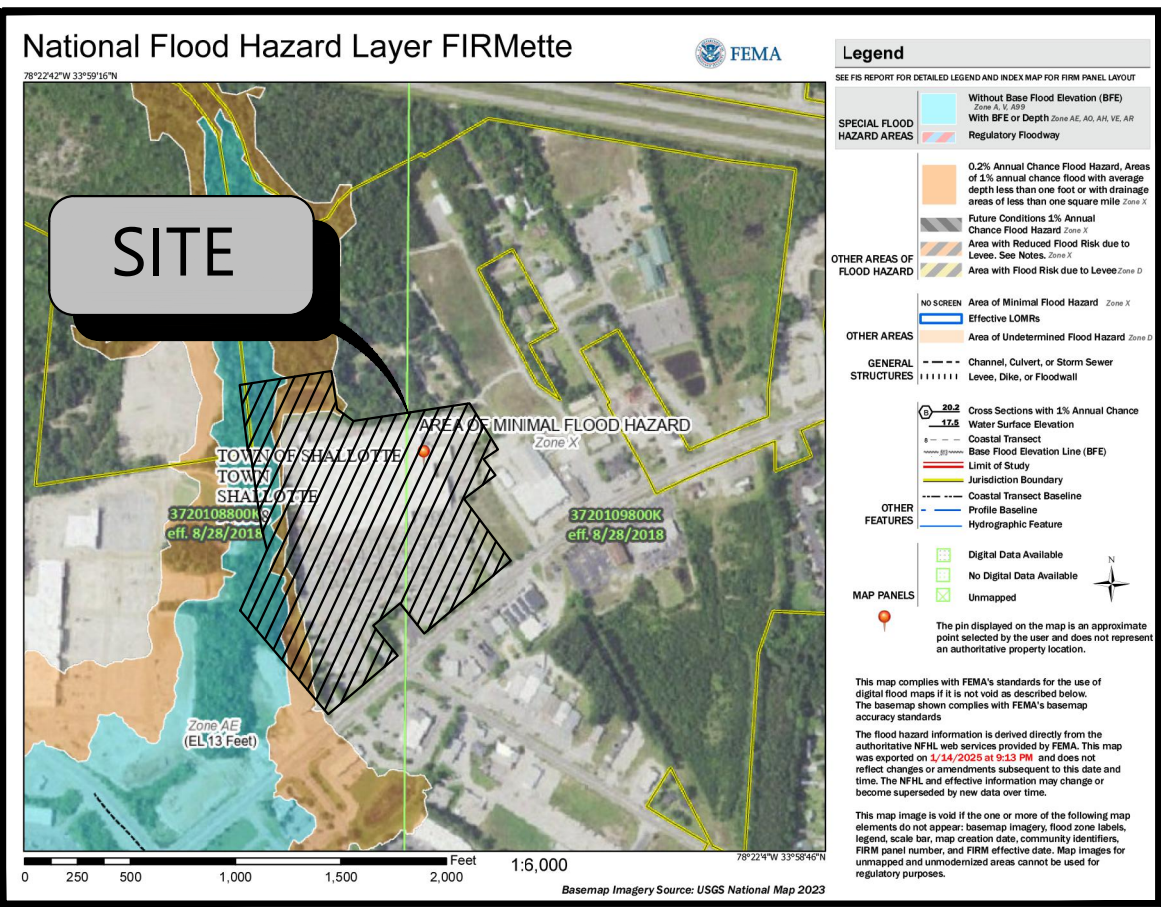
TOWN OF SHALLOTTE, BRUNSWICK COUNTY, NORTH CAROLINA

TAX PARCEL: 18200025



VICINITY MAP

N.T.S.



FEMA MAP

N.T.S.

NOTE: BASED ON GRAPHIC DETERMINATION, A PORTION OF THE PROPERTY DOES LIE IN A F.E.M.A./F.I.R.M. SPECIAL FLOOD HAZARD AREA PER COMMUNITY PANEL NO. 372010800K DATED 08/28/2018.



AERIAL MAP

N.T.S.

WALMART SUPERCENTER #01767.245

TOTAL SITE AREA: 19.880± AC.
ZONING: HIGHWAY BUSINESS (HB)
JURISDICTION: TOWN OF SHALLOTTE

DEVELOPMENT TEAM

OWNER WALMART REAL ESTATE BUSINESS TRUST PO BOX 8050 BENTONVILLE, AR 72712 PHONE: (479) 371-8448 CONTACT: KENNY KENWORTHY	CIVIL ENGINEER ATWELL, LLC 1850 PARKWAY PLACE, SUITE 650 MARIETTA, GA 30067 PHONE: (770) 423-0807 FAX: (770) 423-1262 CONTACT: BRIAN PELHAM, PE	SURVEYOR ATWELL, LLC 1850 PARKWAY PLACE, SUITE 650 MARIETTA, GA 30067 PHONE: (770) 423-0807 FAX: (770) 423-1262 CONTACT: JOSEPH A. AGENBROAD, PLS	ARCHITECT TEAM OF CHOICE/BENCHMARK 1805 N. 2ND ST. ROGERS, AR 72756 PHONE: (479) 636-5004 DIRECT: (479) 631-5295 CONTACT: EMILY CONKLIN
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GOVERNING AGENCIES AND UTILITY CONTACTS

TOWN OF SHALLOTTE P&Z
106 CHEERS STREET
P.O. BOX 2287
SHALLOTTE, NC 28459
PHONE: (910) 754-4032
CONTACT: ROBERT WARING

PROJECT NARRATIVE

PROPOSED 4,092± SQ.FT. BUILDING EXPANSION TO THE SOUTHWESTERN BUILDING CORNER OF WALMART SUPERCENTER #1767. IN ADDITION THE ADJACENT CONCRETE SIDEWALK WILL BE EXPANDED AND GRADES ADJUSTED TO ACCOMMODATE THE PROPOSED BUILDING EXPANSION .

NOTES TO GENERAL CONTRACTOR (GC)

- GC TO EXECUTE COMPLETE PARKING LOT RESTRIPING. STRIPE/REFRESH ALL EXISTING PARKING FIELDS (MAIN, SIDES, AND REAR OF STORE).
- PREPARE AND REPAINT PARKING LOT LIGHT POLE BASES AND REMOVE PREVIOUS OVERSPRAY ON PAVEMENT. IF LIGHT POLE BASE IS WITHIN A RAISED CURB AND OFFSET FROM THE BACK OF CURB (OR CONCRETE BUFFER) BY 3 FEET OR LESS, THE BASE SHALL BE PAINTED/REPAINTED. IF LIGHT POLE BASE IS OFFSET FROM THE BACK OF CURB (OR CONCRETE BUFFER) BY MORE THEN 3 FEET, THE BASE SHALL NOT BE PAINTED UNLESS IT IS ALREADY PAINTED IN EXISTING CONDITIONS.
- PREPARE AND REPAINT EXISTING SIGN POST BOLLARDS AND REMOVE PREVIOUS OVERSPRAY ON PAVEMENT.
- EXISTING STRIPING SHALL BE REMOVED BY APPROVED PHYSICAL MEANS PRIOR TO SEAL COAT.
- GC TO ASSESS AND TRIM ANY TREES ON SITE THAT OBSCURE EXISTING OR PROPOSED SIGNAGE.
- IN THE EVENT STRIPING OR SIGNAGE IN THE PLANS DO NOT MATCH ONSITE CONDITIONS OR DIRECTION IS UNCLEAR, CONTRACTOR SHOULD NOTIFY THE ENGINEER FOR PROPER DIRECTION VIA THE RFI (REQUEST FOR INFORMATION) PROCESS.

Sheet List Table	
Sheet Number	Sheet Title
C000	COVER SHEET
C010	OVERALL SITE PLAN
C020	ALTA/NSPS LAND TITLE SURVEY
C030	ALTA/NSPS LAND TITLE SURVEY
C100	EROSION AND SEDIMENTATION CONTROL PLAN
C110	EROSION AND SEDIMENTATION CONTROL DETAILS 1
C150	DEMOLITION PLAN
C200	SITE DIMENSION PLAN
C300	GRADING & UTILITY PLAN
C400	UTILITY PLAN
C500	STOP SIGNS AND MARKINGS PLAN
C550	DEMOLITION AND SITE CONSTRUCTION PLAN
C600	PICKUP STRIPING AND SIGNAGE PLAN
C700	SITE CONSTRUCTION DETAIL SHEET 1
C705	SITE CONSTRUCTION DETAIL SHEET 2
C710	SECP AND STOP SIGNS AND MARKINGS DETAIL SHEET 1
C720	SECP AND STOP SIGNS AND MARKINGS DETAIL SHEET 2
C730	SPECIFICATIONS SHEET 1
C740	SPECIFICATIONS SHEET 2
C750	SPECIFICATIONS SHEET 3
C800	LANDSCAPE PLAN

NOT TO BE USED AS CONSTRUCTION DRAWINGS

COVER SHEET

REVISIONS	BY



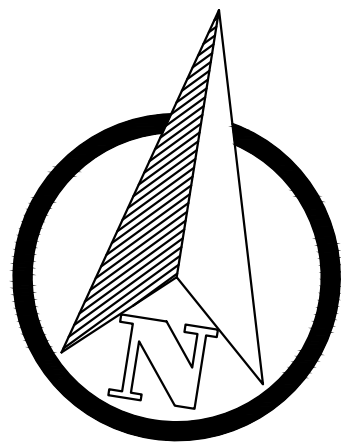
SUPERCENTER #01767.245
4540 MAIN STREET
TOWN OF SHALLOTTE, BRUNSWICK COUNTY, NORTH CAROLINA
WALMART, INC.
BENTONVILLE, AR



DRAWN RS/MB
CHECKED BL
DATE 02/25/2025
SCALE
JOB No. 240009245
SHEET

C000

FILE NAME: K:\24009245 - Bentonville, NC\24009245\24009245.dwg DATE: 02/25/2025 11:17 PM PLOTTED BY: J. B. HARRIS, JR. PLOT DATE: 02/25/2025 PLOT TIME: 11:17 AM PLOT DEVICE: HP DesignJet T1100e PLOT SCALE: 1"=50'



0 25' 50'
SCALE 1"=50'

NOTE

1. ANY MINOR DEVIATION IN THIS PLAN SHALL REQUIRE APPROVAL OF THE ADMINISTRATOR AND ANY MAJOR DEVIATION SHALL REQUIRE APPROVAL OF THE PROPER APPROVING BODY.
2. AHJ HAS REQUIRED THE TRIP GENERATION ANALYSIS BELOW TO ENSURE THAT THE ADDITIONAL DAILY TRIPS DOES NOT EXCEED 800 TRIPS PER DAY, THUS EXEMPT FROM A TRAFFIC IMPACT ANALYSIS.

WALMART EXPANSION DAILY TRIP GENERATION ANALYSIS
(EXPANSION ONLY)

WALMART EXPANSION = 4,098 GROSS SQUARE FEET
LAND USE CODE 813 (REFERENCE ITE 10TH EDITION - VOLUME 2 - RETAIL)
VEHICLE TRIP GENERATION PER 100 SF GFA = 50.70 AVERAGE RATE
(REFERENCE ITE 10TH EDITION - VOLUME 2 - RETAIL)

50.70 X (4098/1000) = 207.77 AVERAGE DAILY TRIPS (EXPANSION ONLY)

PER THE CITY OF SHALLOTTE, THE THRESHOLD FOR AVERAGE DAILY TRIPS REQUIRING A TRAFFIC IMPACT ANALYSIS IS 800 TRIPS PER DAY.

IT IS IN OUR OPINION A TIA IS NOT REQUIRED FOR THIS WALMART EXPANSION PROJECT TRC SUBMITTAL

SITE ANALYSIS TABLE (EXISTING STORE)		
	EXISTING	PROPOSED
TOTAL BUILDING AREA	186,046 ± S.F.	190,138 ± S.F.
REQUIRED PARKING (TOWN OF SHALLOTTE)	620 SPACES	634 SPACES
REQUIRED PARKING RATIO (TOWN OF SHALLOTTE)	3.33 /1,000 S.F.	3.33 /1,000 S.F.
REQUIRED PARKING (PER ECR/CC&R)	N/A SPACES	N/A SPACES
REQUIRED PARKING RATIO (PER ECR/CC&R)	0/1,000 S.F.	0/1,000 S.F.
CUSTOMER AND ASSOCIATE PARKING	674 SPACES	654 SPACES
ACCESSIBLE PARKING	17 SPACES	17 SPACES
EV PARKING	0 SPACES	0 SPACES
PICKUP PARKING	16 SPACES	33 SPACES
CART CORRALS (NOT INCLUDED IN PARKING COUNTS BELOW)	(1) SINGLE (15) DOUBLE	(1) SINGLE (15) DOUBLE
NUMBER OF SPACES POPULATED WITH A CART CORRAL	31 SPACES	31 SPACES
TOTAL PARKING EXCLUDING PICKUP STALLS	691 SPACES	671 SPACES
PARKING RATIO EXCLUDING PICKUP STALLS	3.71 /1,000 S.F.	3.53 /1,000 S.F.
TOTAL PARKING INCLUDING PICKUP STALLS	707 SPACES	704 SPACES
PARKING RATIO INCLUDING PICKUP STALLS	3.80 /1,000 S.F.	3.70 /1,000 S.F.

- PARKING INFORMATION NOTES:
1. USABLE SQUARE FOOTAGE IS AS PER ARCHITECT.
 2. EXISTING PARKING COUNTS ARE BASED ON A FIELD COUNT.

REVISIONS	BY



SUPERCENTER #01767.245
4540 MAIN STREET
TOWN OF SHALLOTTE, BRUNSWICK COUNTY, NORTH CAROLINA
WALMART, INC.
BENTONVILLE, AR



DRAWN RSM/MB
CHECKED BL
DATE 02/25/2025
SCALE 1"=50'
JOB NO. 24009245
SHEET

C010

NOT TO BE USED AS CONSTRUCTION DRAWINGS

OVERALL SITE PLAN

EXHIBIT "A" TITLE LEGAL DESCRIPTION

PARCEL 1:
ALL THAT CERTAIN LOT OR PARCEL OF LAND SITUATED IN THE CITY OF SHALLOTTE LOCKWOOD FOLLY TOWNSHIP, BRUNSWICK COUNTY, NORTH CAROLINA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A POINT BEING THE INTERSECTION OF N.C. HWY #17 AND THE CENTERLINE OF N.C. HWY #130; THENCE NORTH 11° 37' 53" EAST FOR 976.47 FEET TO AN AXEL BEING THE COMMON CORNER OF WAL-MART DEED BOOK 849 PAGE 988 AND SHALLOTTE BAPTIST CHURCH DEED BOOK 30 PAGE 173 BEING THE POINT OF BEGINNING; THENCE WITH THE COMMON LINE OF WAL-MART SOUTH 91° 02' 22" WEST FOR 892.86 FEET TO AN IRON PIN LOCATED ON THE COMMON LINE OF ROBINSON; THENCE WITH SAID LINE NORTH 08° 56' 17" WEST FOR 250.87 FEET TO A POINT; THENCE WITH A NEW LINE NORTH 81° 02' 45" EAST FOR 355.89 FEET TO A POINT; THENCE SOUTH 08° 56' 17" EAST FOR 148.89 FEET TO A POINT; THENCE SOUTH 53° 56' 17" EAST FOR 78.06 FEET TO A POINT; THENCE NORTH 01° 03' 43" EAST FOR 441.73 FEET TO A POINT LOCATED ON THE COMMON LINE OF SHALLOTTE BAPTIST CHURCH; THENCE WITH SAID LINE SOUTH 53° 15' 42" WEST FOR 63.96 FEET TO AN AXEL BEING THE POINT OF BEGINNING. SAID TRACT CONTAINS 2.601 ACRES OR 113,313 SQUARE FEET MORE OR LESS, ACCORDING TO A SURVEY BY FREELAND AND ASSOCIATES, INC., ENGINEERS AND LAND SURVEYORS.

AND BEING THE SAME PROPERTY CONVEYED TO WAL-MART REAL ESTATE BUSINESS TRUST, A DELAWARE TRUST FROM BETTIE L. CARTER AND HENRY L. CARTER BY NORTH CAROLINA GENERAL WARRANTY DEED DATED MAY 7, 1999 AND RECORDED MAY 12, 1999 IN DEED BOOK 1301, PAGE 690.

PARCEL 2:
BEING ALL OF THAT CERTAIN PARCEL, OR TRACT OF LAND LYING AND BEING IN THE TOWN OF SHALLOTTE, LOCKWOOD FOLLY TOWNSHIP, BRUNSWICK COUNTY, NORTH CAROLINA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT IN THE NORTHERN RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17, SAID POINT BEING LOCATED THE FOLLOWING BEARINGS AND DISTANCES FROM M. C. G. S. MONUMENT "FORD," SOUTH 15 DEGREES 6 MINUTES 4 SECONDS WEST 1,060.83 FEET TO AN IRON PIPE, THE PLACE AND POINT OF BEGINNING. FROM THE BEGINNING POINT AS THUS DESCRIBED, THENCE WITH THE NORTHERN RIGHT-OF-WAY OF U.S. HIGHWAY 17, SOUTH 49 DEGREES 58 MINUTES 34 SECONDS WEST 302.01 FEET TO AN IRON PIPE, THENCE NORTH 40 DEGREES 22 MINUTES 47 SECONDS WEST 214.47 FEET TO AN IRON ROD, THENCE NORTH 40 DEGREES 13 MINUTES 47 SECONDS WEST 311.48 FEET TO AN IRON ROD, THENCE NORTH 23 DEGREES 47 MINUTES 10 SECONDS EAST 226.61 FEET TO AN IRON ROD, THENCE NORTH 14 DEGREES 3 MINUTES 41 SECONDS WEST 92.00 FEET TO AN IRON ROD, THENCE NORTH 8 DEGREES 3 MINUTES 47 SECONDS WEST 300.00 FEET TO AN IRON ROD, THENCE NORTH 61 DEGREES 3 MINUTES 44 SECONDS EAST 810.21 FEET TO AN AXEL, THENCE SOUTH 32 DEGREES 34 MINUTES 28 SECONDS EAST 190.70 FEET TO AN AXEL, THENCE SOUTH 34 DEGREES 47 MINUTES 3 SECONDS EAST 77.33 FEET TO AN IRON PIPE, THENCE SOUTH 52 DEGREES 56 MINUTES 7 SECONDS WEST 150.03 FEET TO AN IRON PIPE, THENCE NORTH 36 DEGREES 58 MINUTES 47 SECONDS WEST 23.95 FEET TO A CONDUIT, THENCE SOUTH 28 DEGREES 53 MINUTES 13 SECONDS WEST 483.45 FEET TO AN AXEL, THENCE SOUTH 50 DEGREES 14 MINUTES 57 SECONDS EAST 135.01 FEET TO AN IRON PIPE, THENCE SOUTH 39 DEGREES 6 MINUTES 35 SECONDS EAST 150.21 FEET TO THE PLACE AND POINT OF BEGINNING, CONTAINING 14.77 ACRES, MORE OR LESS, AS SHOWN ON THAT CERTAIN SURVEY BY STEVE M. NORRIS, R. L. S., DATED JULY 3, 1991 AND RECORDED IN MAP CABINET V AT PAGE 255 OF THE OFFICE OF THE BRUNSWICK COUNTY, NORTH CAROLINA CLERK, TO WHICH REFERENCE IS MADE FOR A MORE FULL AND ACCURATE DESCRIPTION.

AND BEING THE SAME PROPERTY CONVEYED TO WAL-MART STORES, INC., FROM THELMA G. HEWETT, AND HENRY L. CARTER AND WIFE, BETTIE L. CARTER BY NORTH CAROLINA GENERAL WARRANTY DEED DATED JULY 19, 1991 AND RECORDED JULY 19, 1991 IN DEED BOOK 849, PAGE 988, AND FURTHER CONVEYED TO WAL-MART REAL ESTATE BUSINESS TRUST, A DELAWARE BUSINESS TRUST FROM WAL-MART STORES, INC., A DELAWARE CORPORATION BY WARRANTY DEED DATED OCTOBER 31, 1999 AND RECORDED JUNE 1, 1999 IN DEED BOOK 1306, PAGE 1125.

PARCEL 3:
BEING ALL OF THAT CERTAIN TRACT OR PARCEL LOCATED IN THE TOWN OF SHALLOTTE, LOCKWOOD FOLLY TOWNSHIP, BRUNSWICK COUNTY, NORTH CAROLINA, MORE FULLY DESCRIBED AS FOLLOWS: FOR A TIE LINE TO THE BEGINNING POINT, BEGIN AT A POINT LOCATED AT THE INTERSECTION OF THE CENTERLINES OF N.C. HIGHWAY # 130 (HOLDEN BEACH ROAD) AND U.S. HIGHWAY # 17 BUSINESS (HIGHWAY 17); THENCE NORTH 30 DEGREES 15' 14" EAST 100 FEET TO AN IRON ROD LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HIGHWAY 17, THE PLACE AND POINT OF BEGINNING. FROM THE BEGINNING POINT AS THUS DESCRIBED, THENCE LEAVING SAID RIGHT-OF-WAY OF HIGHWAY 17 AND WITH THE COMMON LINE OF ALLISON HOLDEN (ALLISON'S BARBER SHOP), DEED BOOK 30 PAGE 173, BRUNSWICK REGISTRY, TAX PARCEL 1800027, NORTH 38 DEGREES 30' 20" WEST 148.96 FEET TO AN AXEL LOCATED ON THE COMMON LINE OF WAL-MART STORES, INC., DEED BOOK 849 AT PAGE 988, BRUNSWICK REGISTRY, TAX PARCEL 1820025, THENCE WITH SAID LINE OF WAL-MART STORES, INC., NORTH 28 DEGREES 50' 50" EAST 483.39 FEET TO AN IRON PIN, THENCE SOUTH 36 DEGREES 20' 53" EAST 23.82 FEET TO AN IRON PIN, BEING THE COMMON CORNER OF SHALLOTTE BAPTIST CHURCH, DEED BOOK 30 PAGE 173, BRUNSWICK REGISTRY, TAX PARCEL 1820029, THENCE WITH THE COMMON LINE OF SHALLOTTE BAPTIST CHURCH SOUTH 37 DEGREES 08' 32" EAST 300.21 FEET TO AN IRON PIN LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HIGHWAY 17, THENCE WITH SAID RIGHT-OF-WAY SOUTH 49 DEGREES 58' 22" WEST 498.07 FEET TO AN IRON PIN, THE PLACE AND POINT OF BEGINNING, CONTAINING 104,296 SQUARE FEET, OR 2.394 ACRES, MORE OR LESS, AS MORE PARTICULARLY DESCRIBED IN A SURVEY PLAT DATED 1-26-1999, ENTITLED "SURVEY PREPARED FOR WAL-MART STORES, INC., BY FREELAND & ASSOCIATES, INC., JAMES A. FREELAND, R.L.S., N.C. LICENSE NO. 12055, OF THAT PROPERTY KNOWN AS "TWILIGHT MOTEL," DEED BOOK 855 AT PAGE 305, BRUNSWICK REGISTRY.

LESS AND EXCEPT THAT PORTION OF PROPERTY CONVEYED TO KIMBALL BELLAMY FROM WAL-MART REAL ESTATE BUSINESS TRUST, A DELAWARE BUSINESS TRUST BY NORTH CAROLINA GENERAL WARRANTY DEED DATED OCTOBER 11, 2001 AND RECORDED OCTOBER 25, 2001 IN DEED BOOK 1513, PAGE 689.

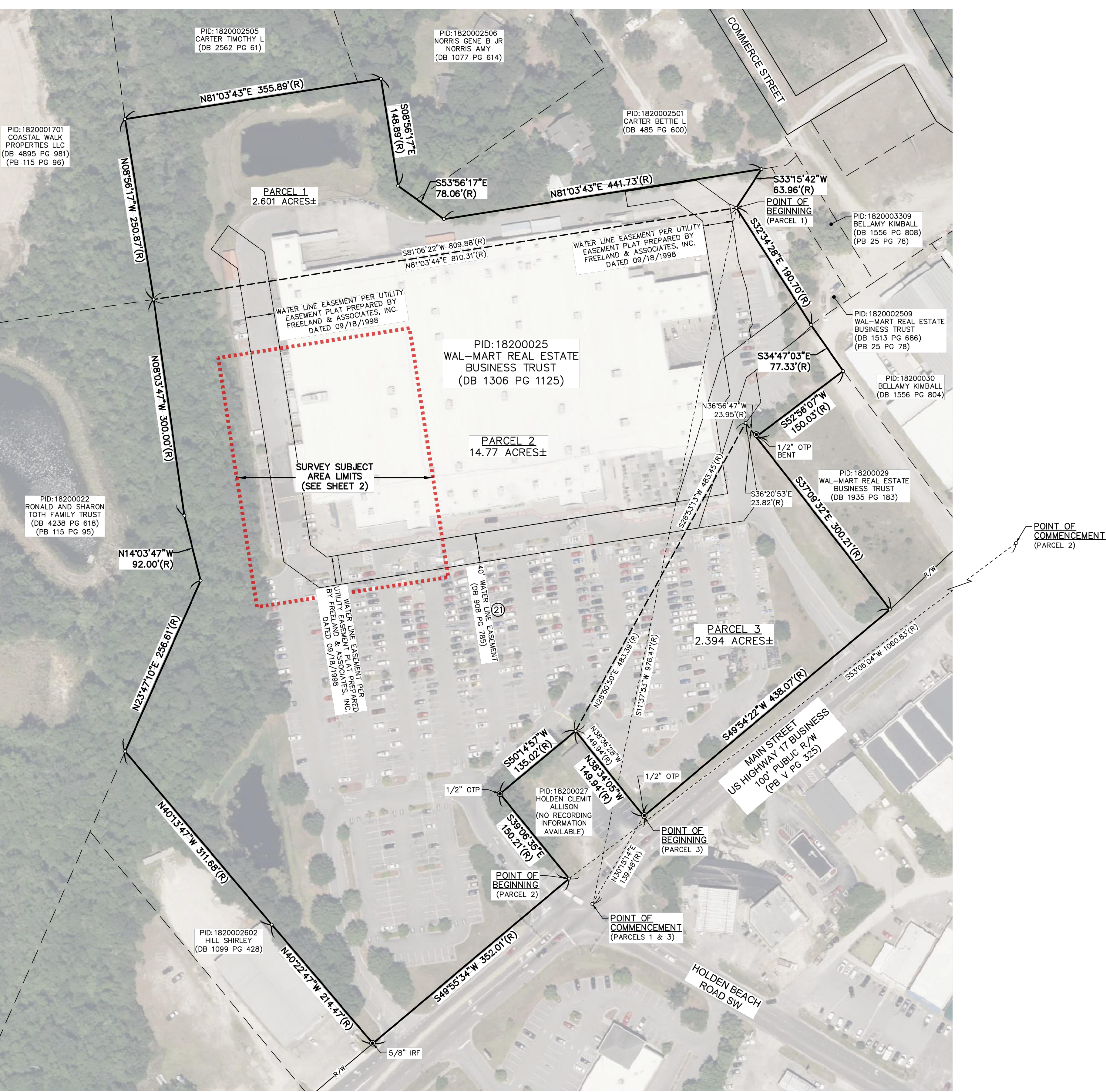
AND BEING A PORTION OF THE SAME PROPERTY CONVEYED TO WAL-MART REAL ESTATE BUSINESS TRUST, A DELAWARE BUSINESS TRUST FROM FRANK M. MORRISON AND WIFE, JULIA M. MORRISON BY NORTH CAROLINA GENERAL WARRANTY DEED DATED MAY 10, 1999 AND RECORDED MAY 12, 1999 IN DEED BOOK 1301, PAGE 685.

TITLE COMMITMENT

FIDELITY NATIONAL TITLE INSURANCE COMPANY
COMMITMENT NO. 520001023 - COMMITMENT DATE: JANUARY 3, 2025 AT 12:00AM
SCHEDULE B, SECTION II - EXCEPTIONS

THIS SURVEY AND COMMENTS TO TITLE EXCEPTIONS ARE BASED ON THE SURVEY AREA LIMITS SHOWN HEREON, WHICH IS A PORTION OF THE LAND DESCRIBED IN THE TITLE COMMITMENT EXHIBIT "A".

- ANY DEFECT, LIEN, ENCUMBRANCE, ADVERSE CLAIM, OR OTHER MATTER THAT APPEARS FOR THE FIRST TIME IN THE PUBLIC RECORDS OR IS CREATED, ATTACHED, OR IS DISCLOSED BETWEEN THE COMMITMENT DATE AND THE DATE ON WHICH ALL OF THE SCHEDULE B, PART I-REQUIREMENTS ARE MET.
- RIGHTS OR CLAIMS OF PARTIES IN POSSESSION NOT SHOWN BY THE PUBLIC RECORDS.
- ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION, OR ADVERSE CIRCUMSTANCE AFFECTING THE TITLE THAT WOULD BE DISCLOSED BY AN ACCURATE AND COMPLETE LAND SURVEY OF THE LAND.
- EASEMENTS, OR CLAIMS OF EASEMENTS, NOT SHOWN BY THE PUBLIC RECORDS.
- ANY LIEN, OR RIGHT TO A LIEN, FOR SERVICES, LABOR, OR MATERIAL HERETOFORE OR HEREAFTER FURNISHED, IMPOSED BY LAW AND NOT SHOWN BY THE PUBLIC RECORDS.
- TAXES OR SPECIAL ASSESSMENTS WHICH ARE NOT SHOWN AS EXISTING LIENS BY THE PUBLIC RECORDS.
- TAXES FOR THE YEAR 2025 AND SUBSEQUENT YEARS, A LIEN NOT YET DUE AND PAYABLE.
- RIGHT OF WAY AGREEMENT IN FAVOR OF THE STATE HIGHWAY AND PUBLIC WORKS COMMISSION SET FORTH IN INSTRUMENT RECORDED ON JULY 11, 1958 IN DEED BOOK 136, PAGE 482. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK 10, PAGE 129. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK M, PAGE 232. -NO PLOTTABLE ITEMS AFFECTING SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK G, PAGE 69. -DOES NOT AFFECT SUBJECT AREA
- WATER UTILITY EASEMENT IN FAVOR OF BRUNSWICK COUNTY, A BODY POLITICAL AND POLITICAL SUBDIVISION OF THE STATE OF NORTH CAROLINA SET FORTH IN INSTRUMENT RECORDED ON JANUARY 23, 1998 IN DEED BOOK 834, PAGE 776. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK R, PAGE 364. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK S, PAGE 208. -NO PLOTTABLE ITEMS AFFECTING SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK G, PAGE 88. -DOES NOT AFFECT SUBJECT AREA
- DEED OF EASEMENT IN FAVOR OF BRUNSWICK ELECTRIC MEMBERSHIP CORPORATION, A NORTH CAROLINA CORPORATION SET FORTH IN INSTRUMENT RECORDED ON JULY 12, 1991 IN DEED BOOK 848, PAGE 1094. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK V, PAGE 325. -DOES NOT AFFECT SUBJECT AREA
- DEED OF EASEMENT IN FAVOR OF ATLANTIC TELEPHONE MEMBERSHIP CORPORATION, A NORTH CAROLINA CORPORATION SET FORTH IN INSTRUMENT RECORDED ON JULY 12, 1991 IN DEED BOOK 848, PAGE 1096. -DOES NOT AFFECT SUBJECT AREA
- DEED OF EASEMENT IN FAVOR OF TOWN OF SHALLOTTE, A NORTH CAROLINA MUNICIPAL CORPORATION SET FORTH IN INSTRUMENT RECORDED ON JULY 12, 1991 IN DEED BOOK 848, PAGE 1098. -DOES NOT AFFECT SUBJECT AREA
- DEED OF EASEMENT IN FAVOR OF WAL-MART STORES, INC., TOWN OF SHALLOTTE, BRUNSWICK ELECTRIC MEMBERSHIP CORPORATION AND ATLANTIC TELEPHONE MEMBERSHIP CORPORATION SET FORTH IN INSTRUMENT RECORDED ON JULY 19, 1991 IN DEED BOOK 849, PAGE 982. -DOES NOT AFFECT SUBJECT AREA
- WATERLINE EASEMENT IN FAVOR OF BRUNSWICK COUNTY SET FORTH IN INSTRUMENT RECORDED ON DECEMBER 2, 1992 IN DEED BOOK 908, PAGE 785. -AFFECTS SUBJECT AREA, AS SHOWN ON SURVEY
- EASEMENT AGREEMENT IN FAVOR OF BETTY L. CARTER AND HENRY L. CARTER SET FORTH IN INSTRUMENT RECORDED ON MAY 19, 1989 IN DEED BOOK 1301, PAGE 665. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK 21, PAGE 371. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK 22, PAGE 482. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK 24, PAGE 334. -DOES NOT AFFECT SUBJECT AREA
- DEED OF EASEMENT AND AGREEMENT IN FAVOR OF BRUNSWICK COUNTY UTILITY SET FORTH IN INSTRUMENT RECORDED ON OCTOBER 25, 2001 IN DEED BOOK 1513, PAGE 692. -DOES NOT AFFECT SUBJECT AREA
- MATTERS AS SHOWN AND NOTED ON PLAT RECORDED IN PLAT BOOK 25, PAGE 78. -DOES NOT AFFECT SUBJECT AREA
- TERMS AND CONDITIONS OF SPECIAL WARRANTY DEED AND BILL OF SALE (IMPROVEMENTS ONLY) BY AND BETWEEN RETAIL TRUST II, A DELAWARE STATUTORY TRUST, AS GRANTOR, AND WAL-MART REAL ESTATE BUSINESS TRUST, A DELAWARE STATUTORY TRUST, AS GRANTEE, RECORDED ON JANUARY 16, 2024 IN DEED BOOK 1524, PAGE 100. -AFFECTS SUBJECT AREA, NOT SHOWN ON SURVEY (BLANKET IN NATURE)



DATUMS
Horizontal: Grid North: NAD83, North Carolina State Plane (North American Datum of 1983) (2011)
US Survey Foot, Brunswick County, North Carolina
Vertical: NAVD83 (North American Vertical Datum of 1988)
Geoid: Geoid19 (Contour)

ZONING
(SEE TABLE "A" NOTE #6)
A ZONING REPORT CONTAINING SETBACK REQUIREMENTS, HEIGHT AND FLOOR SPACE AREA RESTRICTIONS AND COMPLIANCE REQUIREMENTS WAS NOT PROVIDED AT THE TIME OF SURVEY.
THE SUBJECT PROPERTY IS ZONED "H8" (HIGHWAY BUSINESS) PER A ZONING VERIFICATION LETTER PREPARED BY DEBRA WHITE, CDO, DATED 01/06/2025.
MINIMUM BUILDING SETBACKS LISTED BELOW ARE PER TOWN OF SHALLOTTE UNIFIED DEVELOPMENT ORDINANCE:
FRONT: 20'
SIDE: 10'
REAR: 20'

ABBREVIATIONS
DB = DEED BOOK
LB = LICENSED BUSINESS
NAD = NORTH AMERICAN DATUM
NAVD = NORTH AMERICAN VERTICAL DATUM
PB = PLAT BOOK
PG = PAGE
PID = PARCEL IDENTIFICATION NUMBER
PK = PARKER, KALON
(R) = RECORD
RS = REGISTERED LAND SURVEYOR
RTK = REAL-TIME KINEMATIC
RW = RIGHT-OF-WAY
SQ FT = SQUARE FEET
VRS = VIRTUAL REFERENCE STATION

LEGEND
● = ANGLE POINT
○ = BOUNDARY MARKER FOUND
○ = TITLE EXCEPTION NUMBER
--- = SUBJECT BOUNDARY LINE
--- = ADJACENT BOUNDARY LINE
R/W = RIGHT OF WAY LINE
--- = REGISTERED PARCEL LINE
--- = TIE LINE
--- = EASEMENT

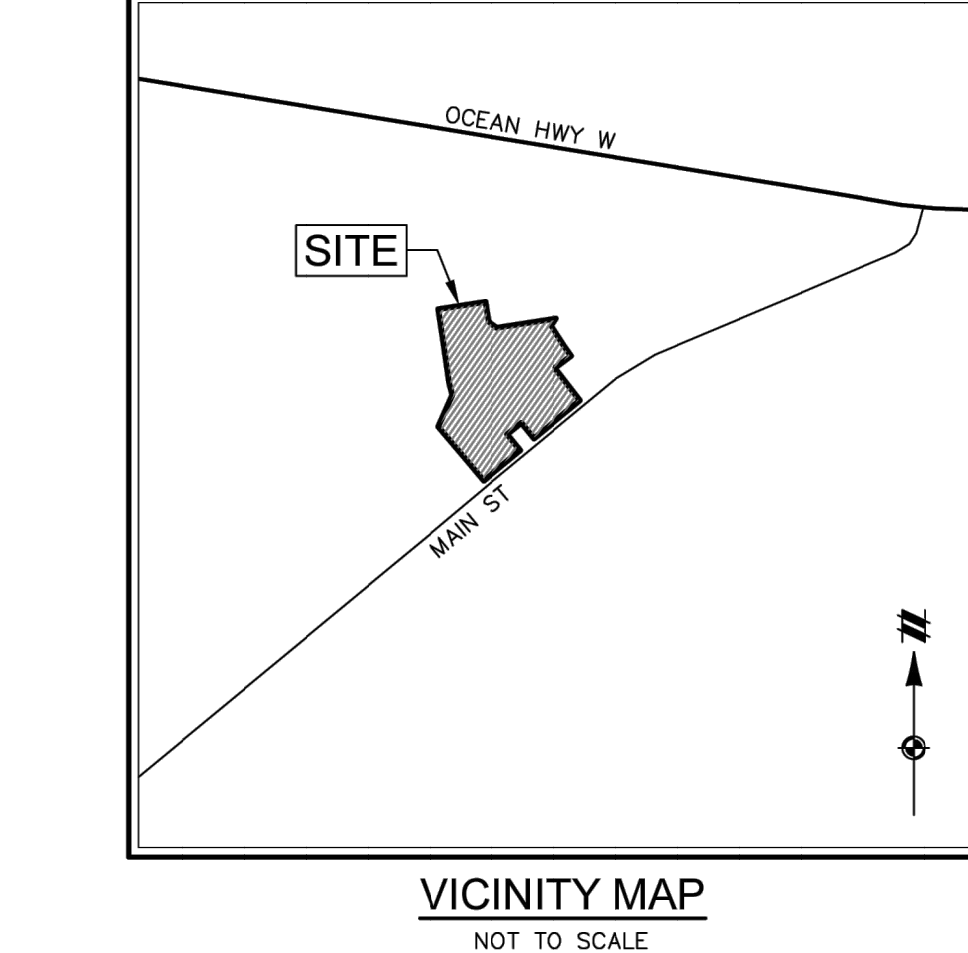


TABLE "A" NOTES

- SITE ADDRESS: 4540 MAIN STREET, SHALLOTTE, NC
- FLOOD NOTE: ACCORDING TO THE FLOOD INSURANCE RATE MAP (FIRM) FOR BRUNSWICK COUNTY, NORTH CAROLINA, COMMUNITY PANEL NUMBER 372010800K, DATED 08/09/2018, THE SUBJECT SITE AREA IS NOT IN A FLOOD HAZARD ZONE AND LIES WITHIN ZONE X, DEFINED AS AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.
- VERTICAL RELIEF: ELEVATIONS & 1' CONTOURS SHOWN HEREON PER GROUND SURVEY AND ARE PURSUANT TO NORTH AMERICAN VERTICAL DATUM OF 1988.
- (A) THE SUBJECT PROPERTY IS ZONED "H8" (HIGHWAY BUSINESS) PER A ZONING VERIFICATION LETTER PREPARED BY DEBRA WHITE, CDO, DATED 01/06/2025. SETBACK REQUIREMENTS, HEIGHT AND FLOOR SPACE AREA RESTRICTIONS, AND PARKING REQUIREMENTS WERE NOT PROVIDED AT THE TIME OF SURVEY.
- (B) A ZONING REPORT CONTAINING SETBACK REQUIREMENTS, HEIGHT AND FLOOR SPACE AREA RESTRICTIONS, AND PARKING REQUIREMENTS WAS NOT PROVIDED AT THE TIME OF SURVEY.
- (A) EXTERIOR BUILDING DIMENSIONS SHOWN AT GROUND LEVEL
(B) SQUARE FOOTAGE OF BUILDINGS BASED ON PLANS PREPARED BY BENCHMARK GROUP, INC. DATED 02/25/2025
(C) MEASURED HEIGHT OF BUILDINGS AS SHOWN
- SUBSTANTIAL FEATURES: PARKING LOTS, BILLBOARDS, SIGNS, SWIMMING POOLS, LANDSCAPED AREAS, OR SUBSTANTIAL AREAS OF REFUSE LOCATED AS SHOWN.
- THERE ARE 33 REGULAR PARKING SPACES AND 3 HANDICAP PARKING SPACES ON THE SUBJECT PROPERTY WITHIN THE SUBJECT AREA.
- UTILITIES: THE LOCATIONS OF UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON ABOVE-GROUND VISIBLE STRUCTURES. A UTILITY REPORT PREPARED BY GPS DATED 01/06/2025, AND UTILITY PLANS PREPARED BY FREELAND AND KAUFMAN, INC. DATED 08/01/1999, THE PROPERTY MAY BE SERVED BY UNDERGROUND UTILITIES, WHICH ARE NOT SHOWN HEREON. ALL UTILITY COMPANIES SHOULD BE CONTACTED BEFORE BEGINNING ANY DESIGN OR CONSTRUCTION.
- RECTIFIED ORTHOPHOTOGRAHY: NA - ALL IMPROVEMENTS SHOWN WITHIN THE SURVEY SUBJECT AREA LIMITS ARE FIELD LOCATED.
- THE SURVEYOR SHALL GRAPHICALLY DEPICT AND GIVE THE RECORDING INFORMATION FOR ANY EASEMENTS IDENTIFIED IN THE TITLE COMMITMENT OR OWNERSHIP AND ENCUMBRANCE REPORT OF WHICH THE SURVEYOR HAS KNOWLEDGE AND OF WHICH THERE IS NO OBSERVABLE EVIDENCE. THE PROPERTY SHOWN HEREON IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD BOTH WRITTEN AND UNWRITTEN.
- NORTH ARROW AND BEARINGS SHOWN HEREON ARE BASED ON NORTH CAROLINA STATE PLANE - NAD 83 ADJUSTED 2011. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS EXPRESSED IN U.S. SURVEY FEET.
- ELEVATIONS SHOWN HEREON ARE PURSUANT TO THE NORTH AMERICAN VERTICAL DATUM OF 1988, ORIGINATING BENCHMARK: NGS D20555 (PUBLISHED ELEVATION: 34.69).
- EQUIPMENT USED FOR MEASUREMENT: ANGULAR/LINEAR: TRIMBLE S-5 ROBOTIC TOTAL STATION, TRIMBLE R10 GPS RECEIVER
- STATE, COUNTY & LOCAL BUFFERS AND SETBACKS MUST EXIST ON THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON.
- THIS ALTA SURVEY IS LIMITED TO THE SUBJECT AREA SHOWN HEREON.

SURVEY NOTES

- THIS ALTA SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS, OR ENTITY NAMED HEREON. THIS PLAT DOES NOT EXTEND TO ANY UNNAMED PERSON, PERSONS OR ENTITY WITHOUT EXPRESS WRITTEN CERTIFICATION BY THE SURVEYOR OR OTHER PERSONS, OR EXCESSIVE EVIDENCE.
- TOPOGRAPHIC SURVEY EXTENTS AND LIMITS OF INTERIOR IMPROVEMENTS SHOWN HEREON HAVE BEEN SPECIFIED BY THE CLIENT.
- EASEMENTS AND RIGHTS OF WAY OF WHICH THE SURVEYOR HAS KNOWLEDGE ARE SHOWN HEREON. OTHERS MAY EXIST OF WHICH THE SURVEYOR HAS NO KNOWLEDGE AND OF WHICH THERE IS NO OBSERVABLE EVIDENCE. THE PROPERTY SHOWN HEREON IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD BOTH WRITTEN AND UNWRITTEN.
- NORTH ARROW AND BEARINGS SHOWN HEREON ARE BASED ON NORTH CAROLINA STATE PLANE - NAD 83 ADJUSTED 2011. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS EXPRESSED IN U.S. SURVEY FEET.
- ELEVATIONS SHOWN HEREON ARE PURSUANT TO THE NORTH AMERICAN VERTICAL DATUM OF 1988, ORIGINATING BENCHMARK: NGS D20555 (PUBLISHED ELEVATION: 34.69).
- EQUIPMENT USED FOR MEASUREMENT: ANGULAR/LINEAR: TRIMBLE S-5 ROBOTIC TOTAL STATION, TRIMBLE R10 GPS RECEIVER
- STATE, COUNTY & LOCAL BUFFERS AND SETBACKS MUST EXIST ON THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON.
- THIS ALTA SURVEY IS LIMITED TO THE SUBJECT AREA SHOWN HEREON.

SURVEYOR'S ALTA CERTIFICATION
TO: WAL-MART REAL ESTATE BUSINESS TRUST, A DELAWARE BUSINESS TRUST, FIDELITY NATIONAL TITLE INSURANCE COMPANY
THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 2, 3, 5, 6(A)(B), 7(A)(B)(1)(C), 8, 9, 11(A)(B), 15, 19 & 20A OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON 01/14/2025.
DATE OF MAP OR PLAT: 03/03/2025
Wayne A. Powers
PROFESSIONAL LAND SURVEYOR: WAYNE A. POWERS, PLS L-4837
NORTH CAROLINA PROFESSIONAL LAND SURVEYOR #4837
ATWELL, LLC DBA ATWELL, PLLC CO#A# P-2380

SURVEYOR'S CERTIFICATION
I, WAYNE A. POWERS, CERTIFY THAT THIS PROJECT WAS COMPLETED UNDER MY DIRECT AND PERSONAL SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF NORTH CAROLINA. THAT THIS GROUND SURVEY WAS PERFORMED AT THE 95 PERCENT CONFIDENCE LEVEL TO MEET FEDERAL GEOGRAPHIC DATA COMMITTEE STANDARDS. THAT THIS SURVEY WAS PERFORMED TO MEET THE REQUIREMENTS FOR A TOPOGRAPHIC/ANIMETRIC SURVEY TO THE ACCURACY OF CLASS (A) AND VERTICAL ACCURACY WHEN APPLICABLE TO THE CLASS (A) STANDARD. THAT THE ORIGINAL DATA WAS OBTAINED ON JANUARY 14, 2025. THAT THE SURVEY WAS COMPLETED MARCH 3, 2025, THAT CONTOURS SHOWN AS BROKEN LINES MAY NOT MEET THE STATED STANDARD, AND ALL COORDINATES ARE BASED ON NORTH CAROLINA STATE PLANE NAD 83 AND REALIZATION ADJUSTED 2011 AND ALL ELEVATIONS ARE BASED ON NAVD 88.
Wayne A. Powers
PROFESSIONAL LAND SURVEYOR: WAYNE A. POWERS, PLS L-4837
NORTH CAROLINA PROFESSIONAL LAND SURVEYOR #4837
ATWELL, LLC DBA ATWELL, PLLC CO#A# P-2380

Know what's below.
Call before you dig.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE SURVEYOR. THE CONTRACTOR SHALL DETERMINE THE EXISTENCE OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCURRED BY THE CONTRACTOR'S FAILURE TO EXCAVATE, LOCATE, AND REVEAL ANY AND ALL UNDERGROUND UTILITIES.

NOTICE:
CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE OWNER. THE ENGINEER SHALL NOT BE RESPONSIBLE FOR SAFETY OF THE WORK OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

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ATWELL, LLC DBA ATWELL, PLLC CO#A# P-2380

866.850.6200 www.atwell-group.com
1820 PARKWAY PLACE, SUITE 650
WAREHOUSA, GA 30067
ATWELL, LLC DBA ATWELL, PLLC CO#A# P-2380

LOCATED IN

TOWN OF SHALLOTTE
LOCKWOOD FOLLY TOWNSHIP
BRUNSWICK COUNTY, NORTH CAROLINA

CLIENT

WALMART, INC.
ALTA/NSPS LAND TITLE SURVEY
4540 MAIN STREET
SHALLOTTE, NC

DATE

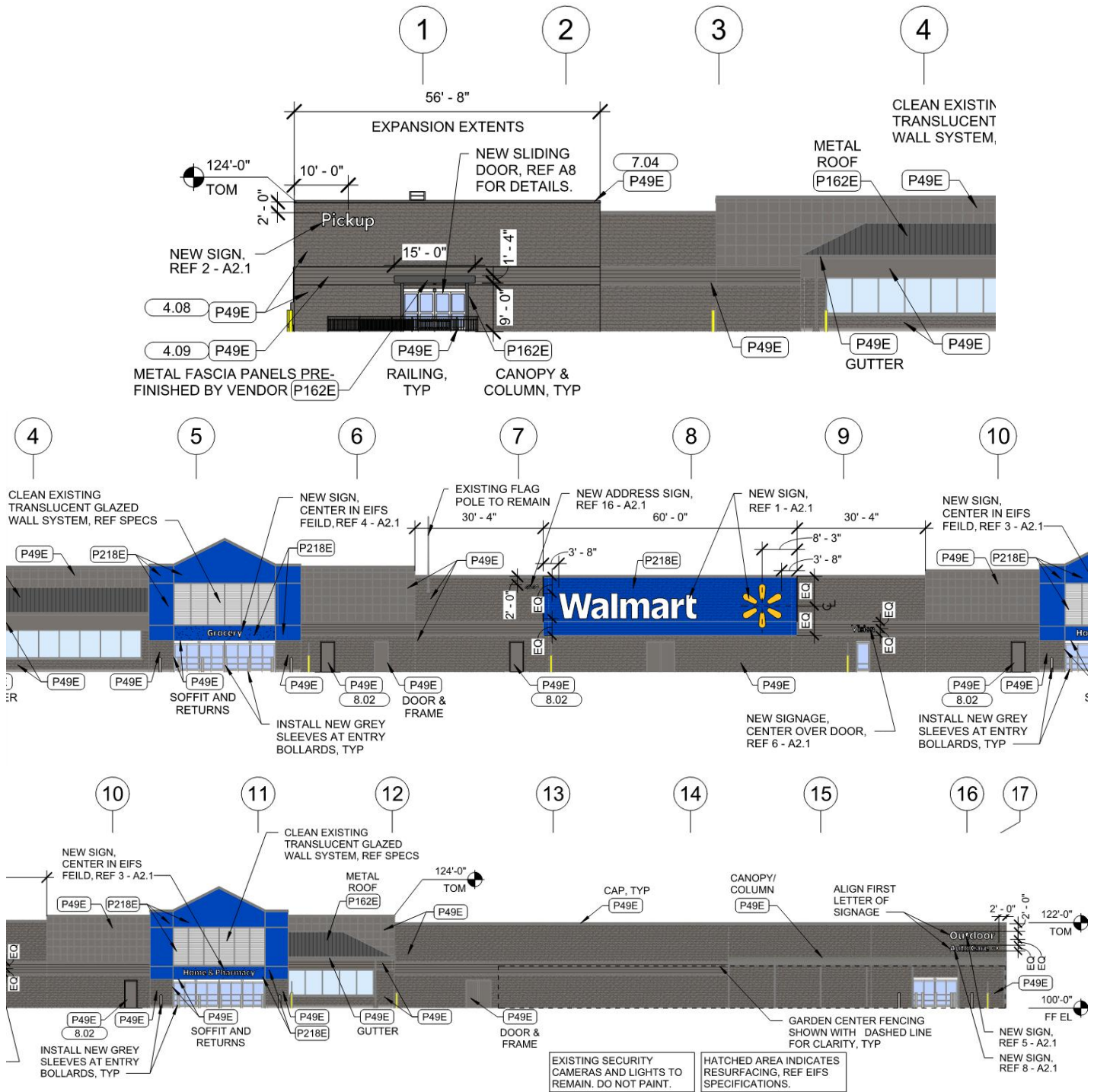
03/03/2025

REVISIONS

DWG.	DLG	Ch.	CRE
P.M.	KMK		
CODE	AS		
JOB	24009245		
SHEET NO.			
C020			







COLOR LEGEND

PAINT	COLOR NAME
P218E	TRUE BLUE
P140E	WHITE
P33E	CREAM
P49E	GAUNTLET GRAY
P36E	BLACK
P5E	SAFETY YELLOW
P21E	SAFETY RED

KEYNOTES

4.08	SPLIT FACE CMU
4.09	SMOOTH FACE CMU
7.04	METAL FASCIA COVER
8.02	HOLLOW METAL DOOR AND FRAME



May 27, 2025

Town of Shallotte
Planning & Zoning Department
PO Box 2287
Shallotte, NC 28459

RE: Proposed Walmart Expansion (WM 01767.245 – Shallotte, NC – 4540 Main St B3079, Shallotte, NC 28470)

To whom it may concern,

We have prepared this comment response letter along with updated site plans in response to the comments provided by city staff on February 19th, 2025.



Planning – Brandon Eaton & Robert Waring

Please adjust the data in the “SITE ANALYSIS TABLE” so that parking ratio information is more legible.

Response: The data in the site analysis table has been adjusted so that the parking ratio information is more legible.

Is all parking a reconfiguration of existing parking, or are new impervious parking spaces proposed?

Response: No new impervious parking spaces are provided with this site plan – the parking lot will be restriped to accommodate larger parking spots for the online pickup and delivery service.

When installing new directions signage/markings, please install new “stop” signs in areas where only pavement markings denote the need to stop. This is especially notable when entering the parking lot from the signalized intersection.

Response: New stop signs have been added at all intersections.

Please consider the inclusion of sidewalks in accordance with Shallotte UDO Section 30-20: Sidewalk Standards. The installation of sidewalks will otherwise be a proposed SUP condition to the Board of Aldermen.

Response: Walmart and the Town of Shallotte are engaged in discussions regarding new sidewalks. The result is pending, updates will be provided as soon as possible.

Please update all plan information to note Highway Business (HB) as the zoning district.

Response: Highway Business has been listed as the zoning district.

Please illustrate the screening of any new HVAC or other roof mounted mechanical equipment.

Response: Screening has been provided. Please reference the architectural plans.



Stormwater – David Bowman & Elizabeth Nelson

STORMWATER PERMITTING

Since there is no increase in impervious area or changes to drainage areas, a Shallotte Stormwater permit modification will not be required.

Response: Noted.

You will need to provide a copy of modified NCDEQ Stormwater permit after approval of Minor Modification.

Response: Noted. A copy of the modified NCDEQ Stormwater permit is in coordination and will be provided once received.

SEWER PERMITTING

If the proposed improvements increase the daily sewer flow design rate, a NCDEQ sewer permit modification will be required. The permit application will need to be submitted to the Town of Shallotte for approval/signature prior to DEQ submittal.

Response: Per Elizabeth Nelson we have contacted Tyler Benson with NCDEQ and coordination to resolve this is ongoing. We anticipate a resolution during the permitting process.



Zoning – Debra White, CZO

Must complete Zoning permit application and all fees must be paid prior to zoning permit approval.

Response: Noted, all zoning permit application fees will be paid prior to approval,

Sign permit will be reviewed and issued separately.

Response: Noted, a sign permit will be coordinated separately.

Signs specifically used to direct and guide traffic and parking on private property that do not exceed four (4) square feet will not require a permit. Signs may contain a small logo as part of the maximum allowable square footage. The maximum number of internal traffic signs per site is four (4) with the maximum height of the sign being four (4) feet. UDO Section 21-5(F).

Response: Noted, the proposed signs meet the criteria above.

Development fees attached.

Response: Noted, all development fees will be paid prior to site plan approval.



Brunswick County Utilities – William L. Pinnix, PE

Brunswick County Utilities did not submit comments to TRC.

Response: Noted.



Shallotte FD – Paul F. Dunwell IV

The Fire flow will be determined by using a formula approved by the Fire Marshal. We have nothing to add from the Fire Dept.

Response: Noted.



Shallotte PD

No comments from Shallotte Police at this time.

Response: Noted.



Brunswick County Plan Review (Fire Inspection & Floodplain) – Joseph Oliver

No issues with site plan. Hydrant flow requirements will need to be met in accordance with Brunswick County Fire Prevention Ordinance.

Response: Noted, no changes to the existing waterline are proposed with this site plan. No new waterlines are proposed.



Brunswick County 911 Communications – Brian Ross

No comment from 911.

Response: Noted.



Brunswick County Floodplain Administration – James Paggioli

No floodplain comments.

Response: Noted.



Brunswick County Building Inspections Plan Review – Jeff McIntosh

No comment from County Code Department.

Response: Noted.



NCDOT – Angela Hammers

No comments submitted from NCDOT at this time.

Response: Noted.



Shallotte Public Utilities – Public Works Utility Supervisor

No comments from Public Works.

Response: Noted.



Please reach out if there are any additional questions or concerns.

Respectfully,

Rachel Sutherland EIT

Associate Project Manager

ATWELL, LLC

1850 Parkway Place, Suite 650, Marietta, GA 30067



May 27, 2025

Town of Shallotte
Planning & Zoning Department
PO Box 2287
Shallotte, NC 28459

RE: Proposed Walmart Expansion (WM 01767.245 – Shallotte, NC)

To whom it may concern,

We are writing regarding the proposed Walmart expansion located at 4540 Main Street B 3079 in Shallotte, NC. The scope of this project is to expand an existing Wal-Mart supercenter to accommodate a 4,034 SF online pickup & delivery ward. The parking lot will be restriped to provide a safe path for associates to use and to bring the rest of the parking lot to current Wal-Mart safety standards. New traffic signs, a new grease interceptor, and new storm infrastructure are also proposed with this site plan to accommodate the expansion.

Per Section 6-8(B) of the Unified Development Ordinance for the City of Shallotte, all proposed special use permits must adhere to the following six standards. We have provided detail on how the proposed site plan demonstrates compliance with these criteria.

1. That the use will not materially endanger the public health and safety.

We believe that the use of this expansion will not materially endanger the public. Proper construction methods will be used to ensure smooth implementation. Restriping and traffic signs have been proposed throughout the parking lot to promote pedestrian safety

2. That the use will not substantially injure the value of adjoining or abutting property (or alternatively, that it be a public necessity).

The proposed site plan will not impact the value of adjoining properties. The Walmart store is existing and only an expansion is being proposed.



3. That the use will be in harmony with the area in which it is to be located.

The existing Walmart is already in harmony with the surrounding areas.

4. That the use will be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen.

The proposed site plan will not impact the existing use of the property.

5. That the use will have adequate facilities to provide ingress and egress designed to minimize traffic congestion on public streets and also have adequate utilities, access roads, drainage, sanitation, or other necessary infrastructure.

Adequate existing facilities provide ingress and egress, as well as all utilities. This expansion does not require a TIA or increase water or wastewater demands. The impervious cover on this site will not change with this building expansion.

6. That the use meets all required conditions and specifications established by the Board of Aldermen.

All required conditions and specifications established by the Board of Aldermen will be met with this site plan.

Please reach out if there are any additional questions or concerns.

Respectfully,

Rachel Sutherland EIT

Associate Project Manager

ATWELL, LLC

1850 Parkway Place, Suite 650, Marietta, GA 30067



**Town of Shallotte
Board of Aldermen
Special Use Permit Findings**

The Town of Shallotte Board of Aldermen met and considered the following application on the 3rd day of June, 2025.

File Number:	SUP #25-01
Final Action Date:	6/03/2025
Formal Hearing Date:	6/03/2025
Project Name:	Walmart Pickup
Applicant:	Walmart Real Estate Business Trust
Location:	4540 Main St.
Tax Parcel Number:	18200025
Acreage:	+/- 19.64 ac
Zoning District:	HB
Proposed Use:	Walmart pickup services

Section 1 - Application

Having reviewed the application materials submitted by the applicant, the Board of Aldermen finds that the following regarding the completeness of the application and its compliance with the technical requirements of the Shallotte Unified Development Ordinance (UDO):

Completeness of Application [check one]:

- ☒ The application is complete.
- ☐ The application is incomplete in the following way(s):

Compliance with the UDO requirements [check one]:

- ☒ The application complies with all applicable requirements of the UDO.
- ☐ The application is *not* in compliance with the following requirement(s) of the UDO:

Section 2 – Specific Findings of Fact

The Board of Aldermen must find as a specific finding of fact that the proposed use will comply with *all* of the following standards. Otherwise, the permit must be denied. In making their findings, the Board of Aldermen may impose conditions which, in its opinion, assure that the use in its proposed location will satisfy all of the following standards.

Having heard all the evidence and arguments presented at the hearing, the Board of Aldermen hereby finds that the proposed use *will* comply with the following standards
[check all that apply]:

- ☐ That the use will not materially endanger the public health and safety.

We believe that the use of this expansion will not materially endanger the public. Proper construction methods will be used to ensure smooth implementation. Restriping and traffic signs have been proposed throughout the parking lot to promote pedestrian safety.
- ☐ That the use will not substantially injure the value of adjoining or abutting property (or alternatively, that it be a public necessity).

The proposed site plan will not impact the value of adjoining properties. The Walmart store is existing and only an expansion is being proposed.
- ☐ That the use will be in harmony with the area in which it is to be located.

The existing Walmart is already in harmony with the surrounding areas.
- ☐ That the use will be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen.

The proposed site plan will not impact the existing use of the property.

- ☐ That the use will have adequate facilities to provide ingress and egress designed to minimize traffic congestion on public streets and also have adequate utilities, access roads, drainage, sanitation or other necessary infrastructure.

Adequate existing facilities provide ingress and egress, as well as all utilities. This expansion does not require a TIA or increase water or wastewater demands. The impervious cover on this site will not change with this building expansion.

- ☐ That the use meets all required conditions and specifications established by the Board of Aldermen.

All required conditions and specifications established by the Board of Aldermen will be met with this site plan.

The following special conditions are hereby imposed by the Board of Aldermen to ensure compliance with the conditional use standards:

1.

All required fees shall be paid prior to final zoning approval; and
2.

Per Sec. 12-12, all required site improvements, shall commence within 12 months of SUP approval date or applicant shall request an extension of up to six months from the Shallotte Board of Aldermen; and
3.

All required local, state, and federal permits shall be obtained and copies provided prior to final zoning approval; and
4.

The site be maintained in accordance with the approved site plans.

Section 3 – Final Signature

Based on the evidence presented at the hearing and after careful consideration of the facts, a Special Use Permit is hereby:

- ☐ Approved subject to the above conditions.
- ☐ Denied for failure to satisfy all of the conditional use standards as indicated above and further described herein:

The foregoing decision was rendered by the Board of Aldermen on the 3rd day of June, 2025 and a written copy of this decision was filed with the official minutes of that meeting in the Office of the Town Clerk.

requested, on the _____ day of _____, 2025.

Property Owner

Mayor, Town of Shallotte

Town Clerk

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

I, _____, a Notary Public of _____
County, do hereby certify that Natalie Goins personally came before me this day and
acknowledged that she is the Town Clerk of the Town of Shallotte, and that by authority duly
given and as the act of the Town, the foregoing instrument was signed and its name by its Mayor,
sealed with its official seal and attested by herself as its Town Clerk.

WITNESS my hand and notarial seal this 3rd day of June, 2025.

Notary Public

(NOTARY SEAL/STAMP)

My commission expires: _____



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

FROM: Robert Waring, Planning Director

ACTION ITEM #: CREZ 25-12

MEETING DATE: 6/03/2025

DATE SUBMITTED:

ISSUE/ACTION REQUESTED:
Review a request to conditionally rezone property in the ETJ & take action on the request.

PUBLIC HEARING: ☒ YES ☐ NO

BACKGROUND/PURPOSE OF REQUEST: East Coast Engineering on behalf of Cranwood Shallotte, LLC. has submitted a request to conditionally rezone the 54-acre property located at 505 N. Mulberry St. Parcel ID #s 1810002402 & 18100024. Both parcels are within the Town’s ETJ. The request would rezone the property from RAM-15 & B-2 to MF-6 (Conditional).

The property owners have elected to postpone annexation until plan approval.

The Town’s Future Land Use plan ID’s most of the property as Medium Density Residential with prescribed densities of between 4 & 6 units per acre & and uses including “well-integrated” multi-family developments.

The developer has proposed construction of a 308-unit multi-family project divided between four phases, and several buildings. The project’s proposed density is 5.7 units/acre.

The project will be accessed via N. Mulberry & a new road at the end of Express Dr. The internal roadways are proposed to remain private. The site will be gated with siren activated gates.

The project will make use of Town sewer & County water.

The Flood Risk Info System maps show floodplain along the periphery, but none with the core of the project. Wetlands are present and any impacts will have to be permitted by USACE.

The Board may:
Vote to approve with conditions; or
Vote to revise conditions; or
Vote to deny the proposed rezoning; or
Continue the item until additional information is presented.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:

CAPITAL PROJECT ORDINANCE REQUIRED:

PRE-AUDIT CERTIFICATION REQUIRED:

REVIEWED BY DIRECTOR OF FISCAL OPERATIONS

☐ YES ☒ NO

☐ YES ☒ NO

☐ YES ☒ NO

☐ YES ☒ NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:

☐ YES ☒ NO ☐ N/A

ADVISORY BOARD RECOMMENDATION:

At their May meeting, Planning Board voted to amend the recommended conditions by adding conditions # 8.

The Board voted unanimously to recommend approval with conditions listed below.

STAFF RECOMMENDATION: Staff believes the requested rezoning to be consistent with the Town’s objectives & policies; staff recommends approval with the following conditions:

1. Five-foot-wide sidewalks be included on both sides of internal streets or eight foot wide along one side
2. The road connection to N. Mulberry be designated as private
3. The new road connection from the end of Express Dr. be designed & designated as public up to the gate location
4. The Express Dr. extension (up to the gate) be dedicated to the Town for public maintenance
5. Plans be updated to detail the type of open space intended, consistent with Article 29
6. All heritage trees be preserved or replaced per. Sec. 17-15
7. Sewer allocation will be issued in 60 lot/unit increments
8. Stormwater plans be designed to handle runoff from a 25 year storm event
9. New Town of Shallotte SW permit applications be submitted with phased site & landscape plans
10. Copies of all state & federal permits (NCDOT, CAMA, USACE) be provided as they are available

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Area map
2. Annexation/Rezoning Application
3. Neighborhood Meeting Report
4. Proposed Plan
5. NCDOT TIA Approval Letter
6. TRC Comments/Responses
7. Table of Permitted Uses
8. Town of Shallotte 2018 Land Use Plan, Medium Density Description
9. Signed
10. Draft Board Statement of Consistency

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED:	<input type="checkbox"/>	ATTEST:
DENIED:	<input type="checkbox"/>	CLERK TO THE BOARD
DEFERRED UNTIL:	<hr/>	
OTHER:	SIGNATURE	



East Coast Engineering, P.C.

ENGINEERS•PLANNERS•CONSULTANTS

March 28, 2025

Robert Waring – Town Planner

Town of Shallotte
106 Cheers Street – PO Box 2287
Shallotte, NC 28459

**Subject: Cranwood Shallotte – Proposed Multi-family Project
Request for Conditional Rezoning**
Shallotte, North Carolina
Tax Parcels: 18100024 & 1810002402

Dear Mr. Waring:

On behalf of our client, Cranwood Shallotte, LLC., we submit for your review and consideration the conditional rezoning submittal package for the subject project. The request is to conditionally rezone the property from Highway Business (HB)/Residential Agricultural Manufactured Home District (RAM-15)/Business District (B-2) to a Conditionally Rezoned Multifamily 6 (CZ MF-6).

Please see below the various components which make up our submittal package:

- One (1) original of the conditional rezoning application;
- One (1) copy of the agent authorization letter;
- One (1) copy of the attendance list from the neighborhood meeting;
- One (1) copy of the neighborhood meeting report;
- One (1) 24"x26" copy of the site plan (C1.0), Overall Utility Plan (C2.0), & Tree Impact Plans (C3.0-3.1);
- One (1) 24"x36" copy of the existing conditions map by Coastal Geomatics;
- One copy of the draft Traffic Impact Study from Davenport;
- One (1) application fee of \$240 (Check #2196).

Should you have any questions or comments, please do not hesitate contacting our office at your convenience.

Sincerely,



Jackson Starling, PE
East Coast Engineering, P.C.

Enclosures

pc: Mr. Ron Rudman (Cranwood Shallotte, LLC.)
Mr. Pete Powers (Cranwood Shallotte, LLC.)
File: 2832 (Cranwood Shallotte)



CONDITIONAL REZONING APPLICATION

Official Use Section VII, Item 2.

P&Z #: _____
Date Rec'd: _____
Rec'd By: _____
Amount Paid: \$ _____

Town of Shallotte • PO Box 2287, Shallotte, NC 28459 • 106 Cheers Street, Shallotte, NC 28470 • Phone: (910) 754-4032 • Fax: (910) 754-2740

All petitions for rezoning must be complete and accompanied by the application fee of \$240.00, which includes advertising costs of \$90.00. Applicants will be responsible for any additional advertising costs above \$90.00.

Applicants are responsible for attending all Planning Board and Board of Aldermen meetings where this application will be considered.

Rezoning, also known as map amendments, are amendments to the Unified Development Ordinance (UDO). Article 9 of the UDO describes the zoning districts within the Town and the process for conditional rezoning. Article 10 identifies which uses are allowed in each zone and whether a use is permitted by right or as a special use. Article 4 describes the procedures for amending the UDO.

Project Name (if applicable): Cranwood Shallotte		Conditional Rezone <input checked="" type="checkbox"/> Yes (See Checklist on Pg. 3-4) <input type="checkbox"/> No	
SECTION 1: APPLICANT INFORMATION			
Petitioner Name: East Coast Engineering, P.C.			
Mailing Address: PO Box 2469, Shallotte NC - 28459			
Phone: 910-754-8029		Fax: N/A	
Email: jstarling@eces.biz			
SECTION 2: PROPERTY OWNER INFORMATION (if different from above)			
Owner Name(s): Cranwood Shallotte, LLC (Under Contract)			
Mailing Address: 381 Tanglewood Ln, Bay Village, OH - 44140-1132			
Phone: 303-915-7704		Fax: N/A	
Email: rrudman@cranwoodcapital.com			
SECTION 3: PROPERTY INFORMATION			
Street Address and/or Description of Location: Site located between Express Dr, N Mulberry Rd, & Strawberry Way Nw.			
Parcel Tax ID #(s): 1810002402 (tract 1) & 18100024 (tract 2)		Total Site Acres or Square Feet: 54.04 Acres	
Current Zoning District(s): RAM-15 & B-2 (tract 1) & HB (tract 2)			
Proposed Zoning District(s): CZ - MF-6			
NOTE: If any portion of a proposed zoning district boundary does not follow an existing property line, the petition must include fifteen (15) 24" x 36" maps prepared by a licensed surveyor providing bearings and distances of such zoning district boundaries.			

SECTION 4: LAND USE COMPATIBILITY ANALYSIS

Future Land Use Map designation: Medium Density Residential & General Commercial

Is the proposed zoning consistent with the Land Use Plan? ☐ YES ☒ NO

Please explain why the proposed zoning is or is not consistent with the Land Use Plan and other adopted plans (use additional sheets as necessary): *The proposed zoning is consistent with the medium density Residential land use designation. Medium density residential calls for well integrated multi-family & attached residences within a planned community with a prescribed density of 4-6 units/Acre. While general commercial does not necessarily support the proposed zoning, these designations are not static & are reviewed every 5-7 years. This land use designation will likely change from general commercial to a residential designation due to the proximity to existing single family housing to the North.*

SECTION 5: STATEMENT OF REASONABLENESS

Please describe why the proposed rezoning is reasonable, including how it is appropriate in relation to its surroundings and how it benefits the town and the neighboring properties (use additional sheets as necessary): *The proposed conditional rezoning of the property would create a transition from the existing commercial uses along Express Dr. to the existing single family residences to the North. The site layout pushes the multi-story buildings up against the existing commercial uses along Express Drive. The ranch style units would be placed against the existing single family to the North. Additional buffering will be provided along any property line which abuts a single family use. In addition to buffering, all local & state permits will be obtained to alleviate concerns of stormwater, traffic safety, light pollution, etc...*

SECTION 6: SUPPLEMENTAL INFORMATION REQUIRED

Each rezoning petition use must include:

- ☒ An application fee of \$240 payable to the Town of Shallotte.
- ☒ If any portion of a proposed zoning district boundary does not follow an existing property line, the petition must include three (3) paper maps and one (1) digital copy (PDF, CAD, or GIS file) prepared by a licensed surveyor providing bearings and distances of such zoning district boundaries.
- ☒ A notarized letter of authorization, if acting as the agent for the property owner(s).

SECTION 7: APPLICANT/OWNER SIGNATURE

In filing this Rezoning Petition, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

 - Jackson Starling, PE (East Coast Engineering, P.C.)
(Agent)
3-27-2025

Official Use Only


Planning Board Hearing Date: _____ Recommendation: _____ Staff: _____

Board of Aldermen Hearing Date: _____ Action: _____ Staff: _____

East Coast Engineering, P.C.
ENGINEERS • PLANNERS • CONSULTANTS

Letter of Agent/Authorization

I, Peter W. Powers, manager for Cranwood Shallotte, LLC. hereby authorize East Coast Engineering, PC to act as agent for any and all matters before the Town of Shallotte regarding Tax Parcel #1810002402, 18100024, & 1810005806.


Peter W. Powers, Manager

I, Anaeli Nieves, a Notary for the State of Ohio of Cuyahoga County, do hereby certify that Peter W. Powers, personally appeared before me this 26th day of March, 2025, and acknowledge the due execution of the above statement. Witness my hand and official seal,

Anaeli Nieves

SEAL

My commission expires 10/07/2029



ANAELI NIEVES
Notary Public
State of Ohio
My Comm. Expires
October 7, 2029

Cranwood Shallotte
Neighborhood Meeting Attendance

Property Owners within 500' of Proposed Project in Attendance

<u>Name</u>	<u>Address</u>	<u>Email</u>	<u>Phone #</u>
Jeraldine Hill	526 N. Mulberry (PO Box 1653) Shallotte		910-754-9514
Ada Rosebour	538 N. Mulberry Rd NW, Shallotte	missylove@atmc.et	910-612-2424
Melissa Bates	3528 Ada Lane NW, Shallotte	missylove@atmc.et	910-612-2424
Debra Hardy	3763 Strawberry Way, Shallotte	debrahardy56@gmail.com	910-338-7983
Connie Morse	876 N. Mulberry, Shallotte		910-712-2660
Josie Mae Hill	3874 Johnny Price Drive NW, Shallotte		910-368-3351
Mary Scott	3783 Strawberry Way, Shallotte		910-297-3061
Phalandra Squires	3783 Strawberry Way, Shallotte		910-445-8850
Stephanie McMullan	4425 Brantley Circle, Shallotte		910-616-3589
Anthony Siler	583 N. Mulberry Rd, Shallotte		
Lula King	994 N. Mulberry Rd, Shallotte		
Katie Hill	639 N. Mulberry Rd NW, Shallotte		
Silas Roseboro	544 Mulberry Rod NW		
Monique King	1008 N. Mulberry Rd, Shallotte		
Phillip Hill	PO Box 1483, Shallotte	lasalle.mcneil@yahoo.com	
LaSalle McNeil	3775 Celeste Drive, Shallotte		
Velma Thomason	1095 Mulberry Rd, Shallotte	writetrsmith@icloud.com	
Tina Smith	3610 Express Drive, Shallotte		

Non Property Owners in Attendance

Jackson D. Starling, PE	4918 Main Street - East Coast Engineering	jstarling@eces.biz	910-754-8029
Sabrina B. Babson	4918 Main Street - East Coast Engineering	sbabson@eces.biz	910-754-8029
Robert Warning	Town of Shallotte, Cheers Street, Shallotte	rwarning@townofshallotte.org	910-754-4032
Jim Fish - Director	BC Senior Resources		
Pete Powers	Cranwood Development		
Bill Powers	Cranwood Development		
Scott James	Davenport Engineering, Wilmington		



East Coast Engineering, P.C.

ENGINEERS•PLANNERS•CONSULTANTS

Cranwood Shallotte Neighborhood Meeting Report

Neighborhood Meeting Report:

Brunswick Senior Center: 5:30 -7:00 on Wednesday (2/12)

3620 Express Drive

Shallotte, NC – 28470

Following the presentation by East Coast Engineering PC, on behalf of Cranwood Shallotte, LLC., we received the following comments from attendees in bold. Responses by our team are listed below each comment:

- **Question from residents along North Mulberry: Indicated that her insurance premium was raised due to her proximity to a fire hydrant. Will this project be bringing new fire hydrants closer to her residence?**
 - Engineer response: We plan to loop the existing 8" water line through our project, but do not intend to do any expansion up North Mulberry. Our project will be required to add fire hydrants every 400-500-ft for fire coverage, but this will likely not help your current situation. You should speak with Brunswick County engineering or the Brunswick County Commissioners regarding the lack of fire protection along this stretch of North Mulberry.
- **Question from resident of Strawberry Way Nw: Will the zoning of any of the existing residential properties be changed?**
 - Engineer response: We will only be applying to conditionally rezone the property to the south of Strawberry Lane. We would need the property owner's permission to initiate any type of rezoning on your property.
- **Question from residents of Strawberry Way and resident of 515 N. Mulberry: What type of buffer will be proposed and where is it located?**
 - Engineer response: We are proposing a 25-ft buffer, which is more than the minimum required, for all sections of the property that abut existing residential properties. This buffer would be included entirely within the proposed project site and would not include any existing vegetation or buffer existing on your current property.
- **General questions on stormwater and direction of flow.**
 - Engineer Response: The general flow of runoff from this site is from plan east to plan west. The proposed site will maintain that natural flow of runoff until ultimately reaching the Mulberry Branch. Existing businesses along Express Drive and existing single family residences along Strawberry Way are high

points and actually drain into the subject property. The low point is a stream that runs through the middle of the property and ultimately to Mulberry Branch. There will be no increase in the post construction runoff rate up to the 10-year storm event. Asked whether any flooding had occurred within the past few storms and all indicated that they were not affected.

- **General questions on tree clearing.**
 - Engineer Response: The Town of Shallotte will require a tree impact plan be prepared which will quantify the heritage trees to be removed. The total inches of heritage trees removed must be replaced inch per inch. Large areas of wetlands and streams will be preserved as well as the trees within. The site will not be clear cut.
- **General questions on property value effects from development.**
 - Engineer Response: I cannot speak to the appraisal process and how this proposed development will affect existing properties. However, if you would like to see an example of what my client has developed within the area, you can visit their site in Calabash (730 Aubrey Lane – Calabash).

Should you have any questions or comments, please do not hesitate contacting our office at your convenience.

Sincerely,

Jackson D. Starling, PE
jstarling@eces.biz
 Project Manager

Enclosures

pc: Mr. Ron Rudman (Cranwood Shallotte, LLC.) via email
 Mr. Pete Powers (Cranwood Shallotte, LLC.) via email
 Mr. Bill Powers (Cranwood Shallotte, LLC.) via email
 File: 2832 (Cranwood Shallotte)

Adjacent Property Notification Mailing List.

#Page	Owner of Record	Mailing Address on File	Parcel #
1	Henry D Bennett ET Amelia Lynn Bennett	6205 Old Shallotte Road NW, Ocean Isle Beach, NC 28469	1810005801
2	Melissa King	3528 Ada Lane NW, Shallotte, NC 28470	1810005308
3	LEM Hill	PO Box 2662, Shallotte, NC 28459	181000056
4	Michael Anthony King	8455 Hines Drive NW, Ash, NC 28420	181000057
5	Wanda G Price Trustee	2917 W Cornwallis Drive, Greensboro, NC 27408	181000055
6	Roger S King, Willie Mae Stanley	PO Box 72, Shallotte, NC 28459	1810005501
7	Melissa King	3528 Ada Lane NW, Shallotte, NC 28470	1810005304
8	Melissa A & Cedrick J Bates	3528 Ada Lane NW, Shallotte, NC 28470	1810005303
9	Ada Austin Rosebour LT Melissa Bates King	3528 Ada Lane NW, Shallotte, NC 28470	1810005302
10	Silas Roseboro, III	544 N. Mulberry Road NW, Shallotte, NC 28470	1810005301
11	Melissa King	3528 Ada Lane NW, Shallotte, NC 28470	181000053
12	Keith Robinson	702 S 16th Street, Wilmington, NC 28401	181000051
13	Jeraldine Hill	PO Box 1653, Shallotte, NC 28459	181000052
14	Lula Mae Holmes	PO Box 944, Shallotte, NC 28459	181000049
15	Katie Mae Price	639 N. Mulberry Road NW, Shallotte, NC 28470	1810003303
16	Don Bryant	4079 Ruby Way NW, Shallotte, NC 28470	1810003302
17	Ela Mae Hardy	617 Mulberry Road NW, Shallotte, NC 28470	1810003201
18	Wilbert Tommy Price	629 N. Mulberry Road NW, Shallotte, NC 28470	1810003304
19	Lasalle McNeil ET Kathy McNeil	8510 Number 5 School Road NW, Ash, NC 28420	1810003109
20	Lasalle McNeil	8510 Number 5 School Road NW, Ash, NC 28420	1810003107
21	Lorin O Frink	PO Box 2184, Shallotte, NC 28459	1810003106
22	C. Demette Milligan ET Polly Milligan	5915 Mill Branch Road, Ash, NC 28420	1810003105
23	Quincy R. Blue & Gwendolyn D. Blue	PO Box 2183, Shallotte, NC 28459	1810003104
24	C. Demette Milligan	5915 Mill Branch Road, Ash, NC 28420	181000031
25	Brenda Martin Jackson	8 Dove Tree Ct, Indian Head, MD 20640	1810003111
26	Mary Brown ETALS	PO Box 3043, Shallotte, NC 28459	1810003112
27	Pamela Danford Hardister ETALS	4225 Whitehurst Drive, Wilmington, NC 28409	1810002402
28	Mary A Stanley Webster	3779 Strawberry Way NW, Shallotte, NC 28470	1810003103
29	Debra J Hardy	PO Box 51, Shallotte, NC 28459	1810003113
30	Debra J Hardy	PO Box 51, Shallotte, NC 28459	1810003102
31	Demette Milligan	5915 Mill Branch Road, Ash, NC 28420	1810003101
32	Meltonia Denise Miller LT Latricey Nashea Jackson	374 W. County Road 462, Wildwood, FL 34785	1810003110

33	Sabrina Smith	3743 Strawberry Way NW, Shallotte, NC 28470	1810002801
34	Sabrina Smith	3743 Strawberry Way NW, Shallotte, NC 28470	18100028
35	Billy Joe Hill	127 N 9th Ave #1, Mount Vernon, NY 10550	18100048
36	Jefnnifer M Wagner	601 N Mulberry Road NW, Shallotte, NC 28470	1810002601
37	Eric Patric Hill ET Machalin Hill	PO Box 1895, Shallotte, NC 28459	1810002603
38	Eric Patric Hill ET Machalin Hill	PO Box 1895, Shallotte, NC 28459	1810002602
39	Lee Anna Berry	583 N. Mulberry Road NW, Shallotte, NC 28470	18100026
40	Christopher Evan King	579 N. Mulberry Road Nw, Shallotte, NC 28470	18100027
41	Elizabeth Stanley	PO Box 344, Shallotte, NC 28459	18100025
42	Tina Semmens	5960 Mill Branch Road NW, Ash, NC 28420	1810005808
43	Brunswick County	PO Box 249, Bolivia, NC 28422	1810005801
44	KSKL Holdings, LLC	404 Sandfiddler Ct, Norehead City, NC 284557	1810005812
45	Donald N. Ludlow, Jr	3248 Rutledge Cross Sw, Shallotte, NC 28470	1810005811
46	SCI North Carolina Funeral Services, LLC	1929 Allen Parkway, Houston, TX 77019	1810005809
47	3M Hospitality, LLC	3670 Express Drive, Shallotte, NC 28470	1810005805
48	Brunswick County Board of Education	35 Referendum Drive NE, Bolivia, NC 28422	1810005807
49	Henry D Bennett ETUX Amelia Lynn Williams Bennett	6205 Old Shallotte Road NW, Ocean Isle Beach, NC 28469	1810005806
50	Ocean Hiway Associates, LLC	4225 Whitehurst Drive, Wilmington, NC 28409	18100024
51	Boyce Investments LLC	116 College Street, Matthews, NC 28105	1810001819
52	Boyce Investments LLC	116 College Street, Matthews, NC 28105	1810002004
53	Ocean Hiway Associates, LLC	4225 Whitehurst Drive, Wilmington, NC 28409	18100071
54	Carol H Danford	4225 Whitehurst Drive, Wilmington, NC 28409	1810003403
55	Suzie Mae Price Heirs	PO Box 105, Shallotte, NC 28459	18100034
56	Charles Hill ET Arline Hill	PO Box 1653, Shallotte, NC 28459	18100050
57	Jean M. Jinwright	PO Box 209, Shallotte, NC 28459	1810003108

March 18, 2025



DAVENPORT

Section VII, Item 2.

TRANSPORTATION IMPACT ANALYSIS

Cranwood Shallotte

DRAFT

Project # 242047

Shallotte, North Carolina

Prepared For: East Coast Engineering

Transportation Impact Analysis Cranwood Shallotte

Shallotte, NC

Prepared for
East Coast Engineering P.C.

March 18, 2025

Analysis and Graphics by: AJ Anastopoulos, PE

Reviewed by: Scott A. James, PE, PTOE

Sealed by: AJ Anastopoulos, PE



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EXECUTIVE SUMMARY

The Cranwood Shallotte proposed development is located west of N Mulberry Road NW and north of US 17 (Ocean Highway W) within the ETJ of Shallotte, NC. It will be an age-restricted residential development consisting of 84 detached homes and 224 apartment-style homes. One full movement access point is proposed on N Mulberry Road NW. The expected build-out year for this development is 2026. Information regarding the property was provided by East Coast Engineering, P.C.

DAVENPORT was retained to determine the potential traffic impact of this development and to identify transportation improvements that may be required to accommodate the new development traffic.

The Transportation Impact Analysis (TIA) was performed based on the scope agreed upon with the North Carolina Department of Transportation. This site has a trip generation potential of 1,183 daily trips with 77 trips in the AM peak hour and 95 trips in the PM peak hour.

In conclusion, this study has determined the potential traffic impact of this development and determined that no improvements are necessary to mitigate future site traffic. The proposed site is not expected to have a detrimental effect on transportation capacity and mobility in the study area. The site access recommendations summarized in Figure A and in Table A should be constructed to comply with applicable NCDOT *Policy on Street and Driveway Access to North Carolina Highways* and/or local standards.

Table A – Recommended Improvements	
INTERSECTION	RECOMMENDATIONS
N Mulberry Road NW and Express Drive / Smith Avenue	<ul style="list-style-type: none"> No improvements are recommended.
US 17 (Ocean Highway W) and Smith Avenue	<ul style="list-style-type: none"> No improvements are recommended.
N Mulberry Road NW and Site Access 1	<ul style="list-style-type: none"> Design site access according to NCDOT standards. No additional improvements are recommended.

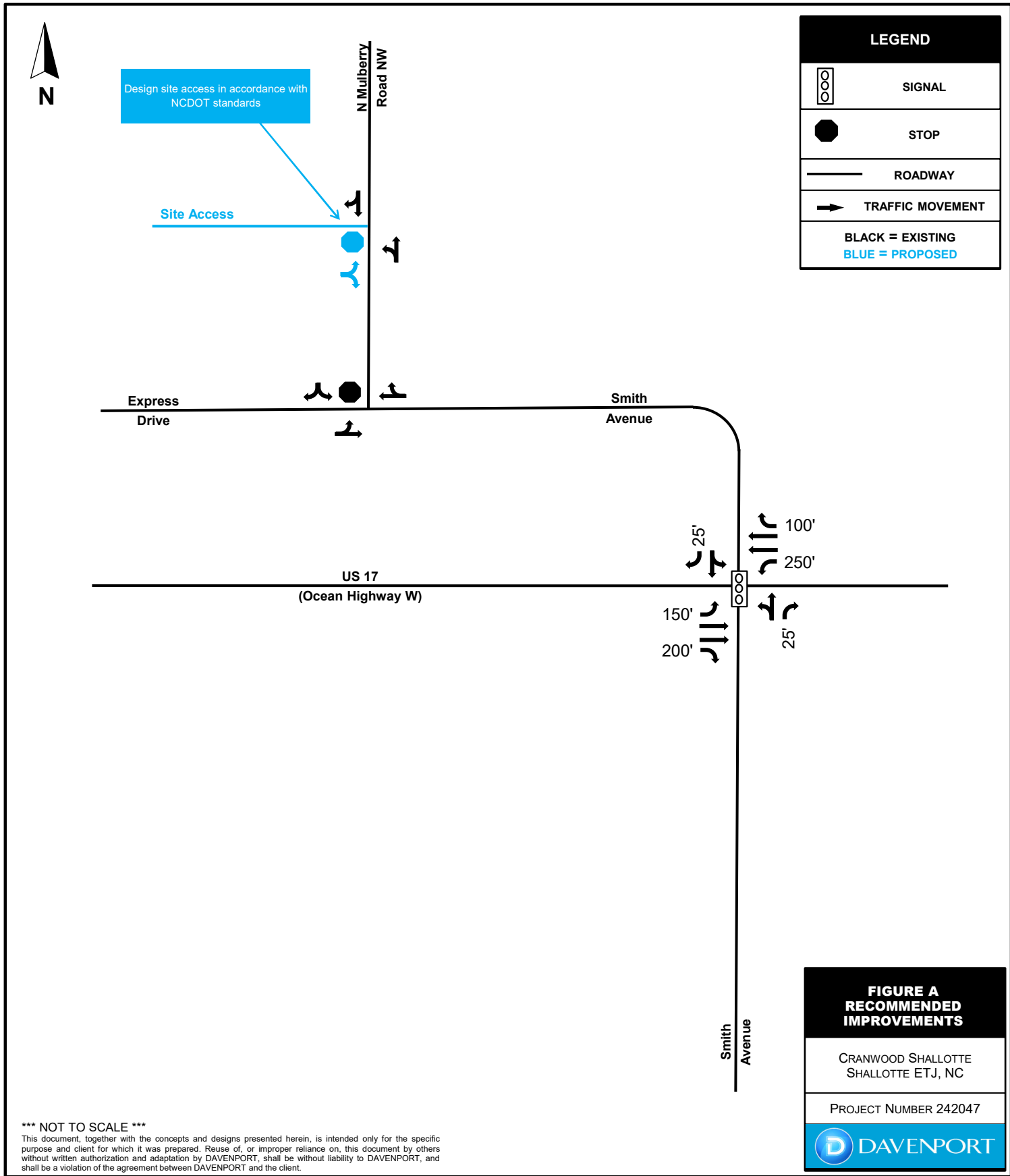


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1.0 Introduction

The Cranwood Shallotte proposed development is located west of N Mulberry Road NW and north of US 17 (Ocean Highway W) within the ETJ of Shallotte, NC. It will be an age-restricted residential development consisting of 84 detached homes and 224 apartment-style homes. One full movement access point is proposed on N Mulberry Road NW. The expected build-out year for this development is 2026. Information regarding the property was provided by East Coast Engineering, P.C.

A conceptual site plan is shown in Figure 1, and a site location map and a vicinity map are provided in Figures 2A and 2B, respectively.

DAVENPORT was retained to determine the potential traffic impact of this development and to identify transportation improvements that may be required to accommodate the new development traffic. The following intersections are included in the study:

1. US 17 (Ocean Highway W) at Smith Avenue (unsignalized)
2. N Mulberry Road NW at Express Drive / Smith Avenue (unsignalized)
3. N Mulberry Road NW and Site Access 1 (unsignalized)

These intersections were analyzed during the AM and PM peaks for the following conditions:

- 2025 Existing Conditions
- 2026 Future No Build Conditions
- 2026 Future Build Conditions
- 2026 Future Build Conditions + Improvements

The Transportation Impact Analysis (TIA) was performed based on the scope agreed upon with the North Carolina Department of Transportation (NCDOT). It was conducted according to the standards and best practices of the transportation engineering profession.

- [illegible]

Section VII, Item 2.

East Coast Engineers, P.C.
ENGINEERS • PLANNERS • CONSULTANTS
4918 Ninth Street
Post Office Box 2449
Phone: 910.754.8099
Fax: 910.754.8049

SITE DEVELOPMENT PLANS
FOR
CRANWOOD SHALLOTTE
SHALLOTTE, NORTH CAROLINA

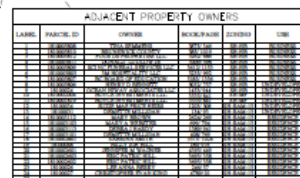
SITE PLAN

Date: 02-28-2022
 Reel: A01010471
 Drawn By: MEB
 Checked By: ECB

PRELIMINARY
FOR REVIEW
PURPOSES ONLY

THIS PLAN IS NOT ISSUED FOR
CONSTRUCTION WITHOUT APPROVE
CORPORATE SEAL

C1.0



— Gated emergency access

OPEN SPACE (RECREATION) AREAS

A MINIMUM PLAY AREA OF 2,000 SF, HAVING A MINIMUM WIDTH OF 40 FT OR MORE, AND A MINIMUM RADIUS OF 5 FT SHALL BE PROVIDED FOR THE FIRST 6 TO 25 DWELLING UNITS. FOR EACH DWELLING UNIT OVER 25 IN NUMBER, AN ADDITIONAL .56 SF PER DWELLING UNIT SHALL BE PROVIDED.

308 UNITS PROPOSED: 2,000 SF + 283 UNITS (56 SF) = 15,448 SF REQUIRED

PROPOSED OPEN SPACE (RECREATION) AREA = 26,463 SF PROVIDED

INTERNAL LANDSCAPING

8% OF THE GROSS PROPOSED PAVED AREA TO BE USED FOR PARKING, LOADING, OR VEHICULAR USE - 276,001 SF

TOTAL INTERNAL LANDSCAPING SPACE REQUIRED (8.0%) 22,682 SF

TOTAL INTERNAL LANDSCAPING SPACE PROVIDED (8.0%) 22,682 SF

PROJECT INFORMATION

OWNER NAME	CRANWOOD CAROLINA CAPITAL LLC
ADDRESS	381 TANGLEWOOD LANE BAY VILLAGE, OH 44140
PHONE	330-815-1511

PROPERTY INFORMATION

TAX PARCEL NUMBER: 18100002402 (SH-ETJ), 181000024
DEED REFERENCE: BOOK 3778, PAGE 763
MAP BOOK: BOOK 24, PAGE 128

TOTAL SITE AREA: 2,353,947 SF OR 54.04 AC
 *WETLANDS: 871,774 SF OR 20.01 AC
 (*NOT YET SURVEYED)

PUBLIC UTILITIES
BRUNSWICK COUNTY WATER
TOWN OF SHALLOTTE SEWER

EXISTING ZONING (1810002402 - ETJ):	SPLIT: RAM-15 & B-2
EXISTING ZONING (18100024):	HB

PROPOSED ZONING: CZ-MF-6

PROPOSED UNITS

RANCH:	84 UNITS
3 STORY BUILDINGS:	224 UNITS
TOTAL:	<u>308 UNITS</u>

DENSITY PROPOSED: 5.70 UNITS/ACRE

PARKING:

PARKING RANCH (TOWNHOUSE)

REQUIRED MIN 1 SPACE PER UNIT = 84 SPACES
MAX 2.5 SPACE PER UNIT = 210 SPACES

PROVIDED = 167 SPACES
3 STORY BUILDINGS (MULTIFAMILY)

REQUIRED MIN 1 SPACE PER UNIT = 224 SPACES

MAX 2.5 SPACE PER UNIT = 560 SPACES
PROVIDED = 255 SPACES INCLUDING 8 HANDICA

FIGURE 1
CONCEPTUAL SITE PLAN

Cranwood Shallotte
Project Number 242047

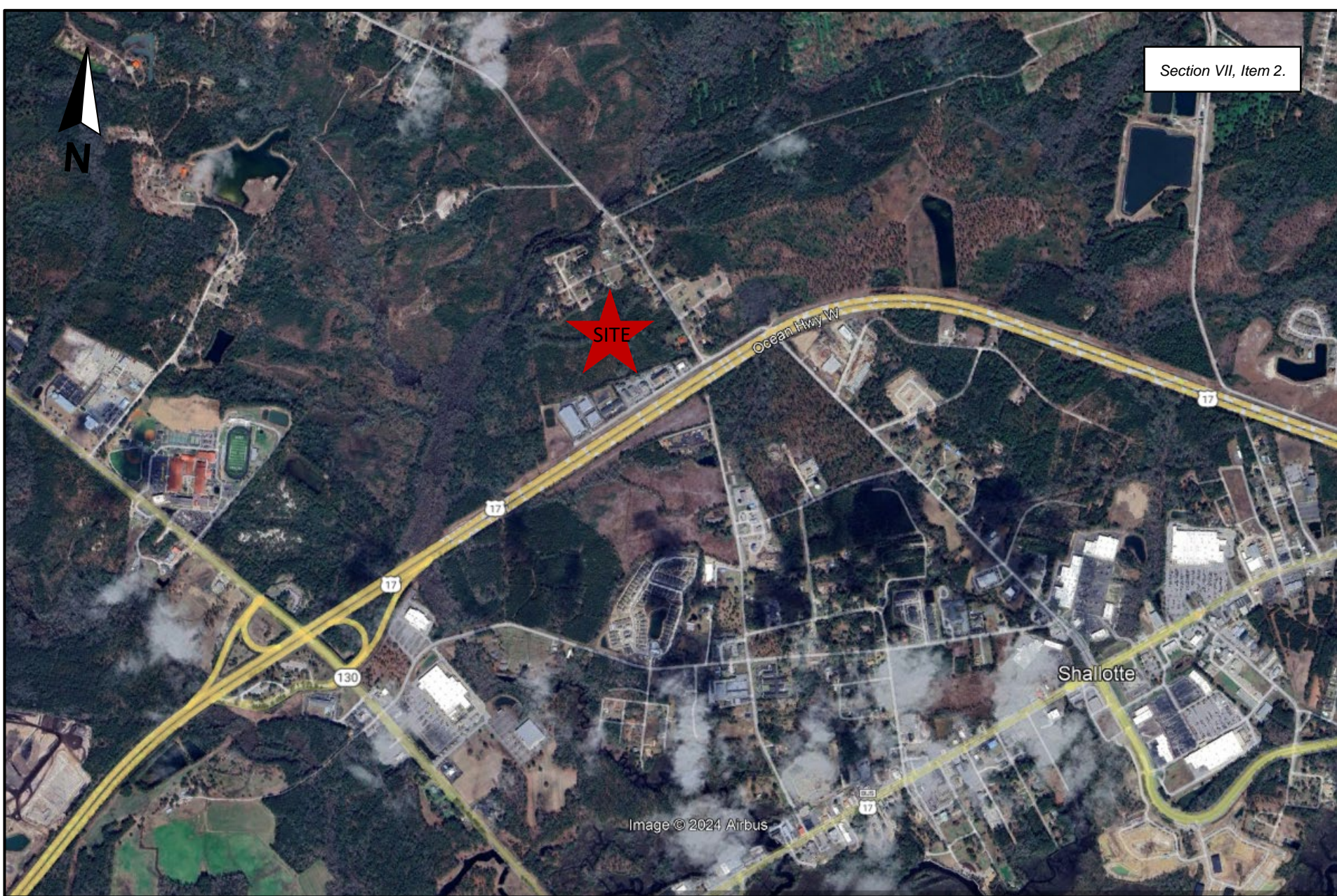


Image © 2024 Airbus



FIGURE 2B
VICINITY MAP

STUDY INTERSECTIONS
EXISTING
PROPOSED

2.0 Existing Conditions

2.1 Inventory

Table 2.1 presents a summary of the study area roadway conditions. Figure 3 shows the existing lane geometry.

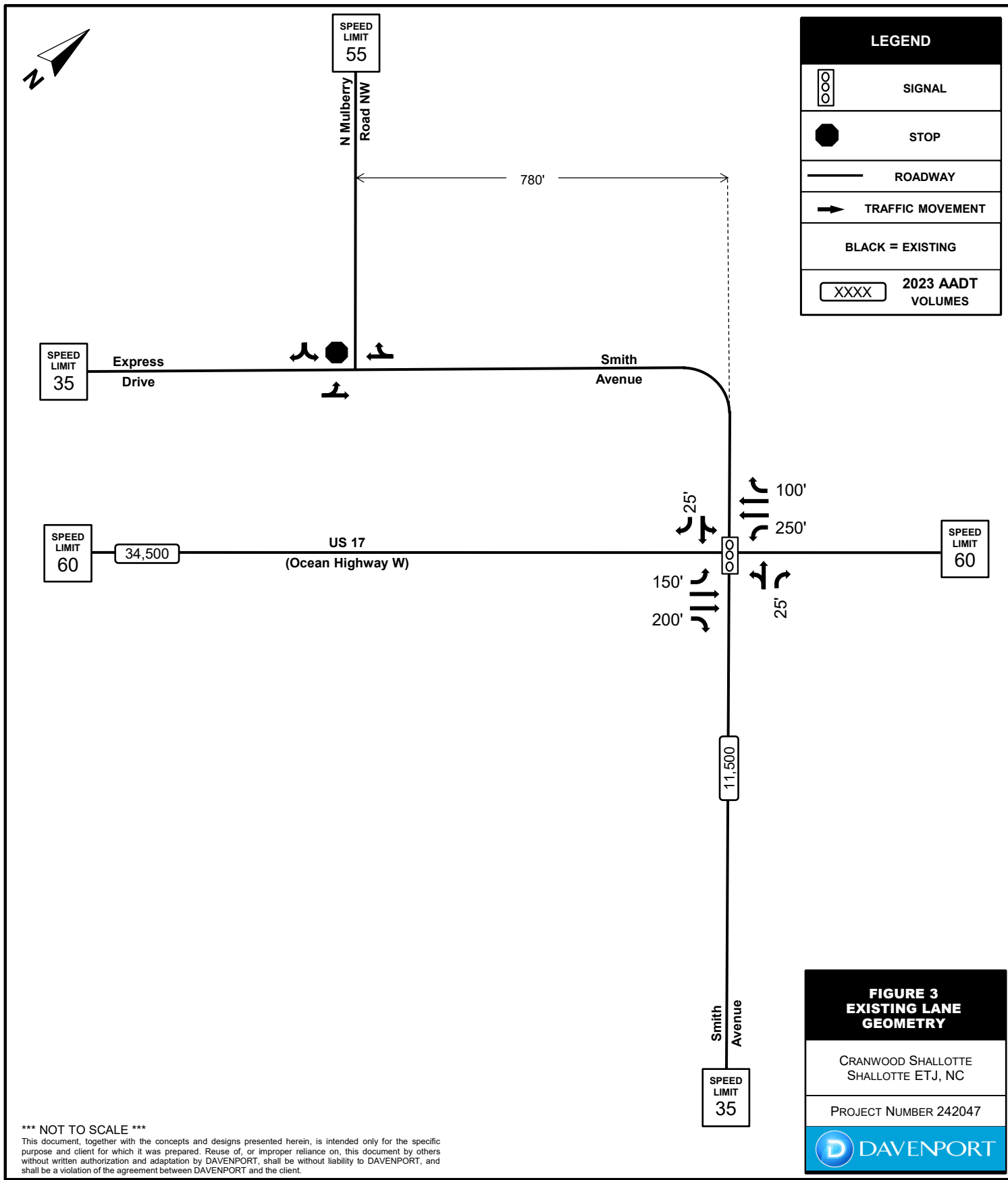
Table 2.1 - Street Inventory						
Facility Name	Route #	2023 AADT (vpd)	Typical Cross Section	Lane Width	Speed Limit (MPH)	Maintained By
Ocean Highway W	US 17	34,500	4-lane divided	12 feet	60	NCDOT
Smith Avenue	SR 1357	11,500	2-lane undivided	11 feet	35	NCDOT
N Mulberry Road NW	SR 1357	Not reported	2-lane undivided	9-foot	55	NCDOT
Express Drive	n/a	Not reported	2-lane undivided	10 feet	35 ¹	Town of Shallotte

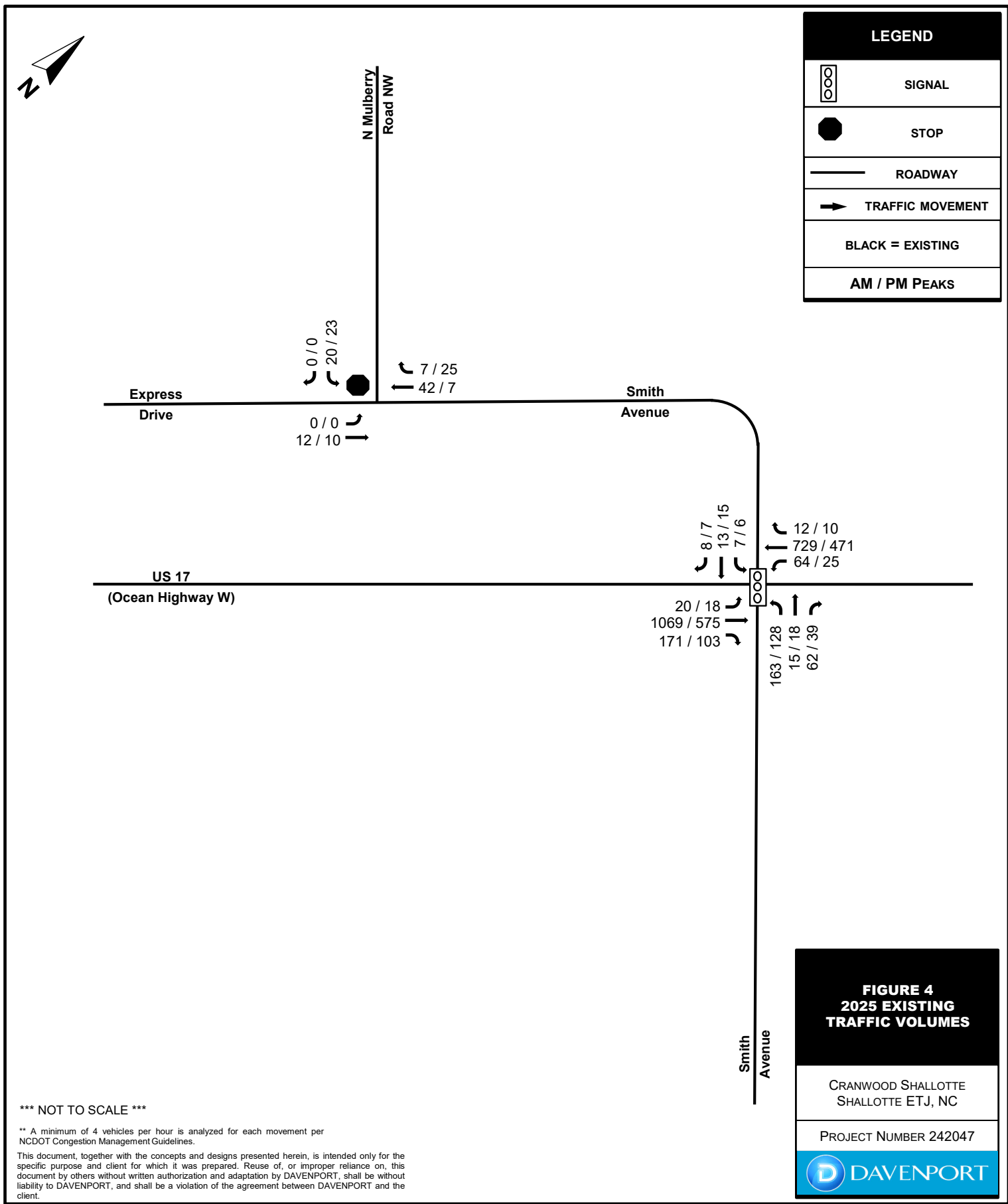
¹ Assumed speed limit

2.2 Existing Traffic Volumes

Turning movement counts for this project were collected by True Direction Traffic Services Inc. when local public schools were in session. Table 2.2 contains the location, dates, and times these counts were conducted. The traffic volumes were not balanced between the study intersections as the imbalance is very minor. Additionally, a minimum of four vehicles per hour were assigned to all movements, per NCDOT Congestion Management standards. The existing AM and PM peak hour volumes are shown in Figure 4. Traffic count data are provided in the Appendix.

Table 2.2 - Traffic Volume Data		
Count Location	Date Taken	Hours
N Mulberry Road NW at Smith Avenue / Express Drive (unsignalized)	Tuesday, January 7, 2025	7-9 AM, 4-6 PM
US 17 at Smith Avenue (signalized)	Tuesday, January 7, 2025	7-9 AM, 4-6 PM





3.0 Approved Development and Committed Improvements

3.1 Approved Developments

Approved developments are projects that have been authorized in the area but are not yet constructed. Per the approved scoping document, two scenarios were analyzed. Scenario 1 assumed no approved developments. Scenario 2 included the FMJ Tract as an approved development. The FMJ Tract includes 275 single family homes, 360 apartments, and 32,000 square feet of retail space. One of the site accesses will be located on Smith Avenue, approximately 200 feet from US 17. The TIA approval letter noted two site access configuration scenarios, realigning Smith Avenue to form a T-intersection with the site access or a roundabout. Relevant information is provided in the Appendix.

3.2 Committed Improvements

Committed improvements are projects planned by NCDOT, the County, or City, or that are associated with a prior approved development(s) in the area but are not yet constructed. Per the approved scoping document, improvements associated with the FMJ Tract development are included in Scenario 2. The FMJ Tract improvements include additional storage in the northbound US 17 left turn lane, exclusive left turn lanes on the Smith Avenue approaches, and protected permitted phasing for the minor street approaches. Relevant information is provided in the Appendix.

It should also be noted that NCDOT STIP U-5862 is slated for construction in 2030. This project is a major intersection upgrade to US 17 at Smith Avenue. The design has not yet been finalized, however, the intersection will be converted from at-grade to an interchange and will provide a significant increase in capacity at this location.

4.0 Methodology

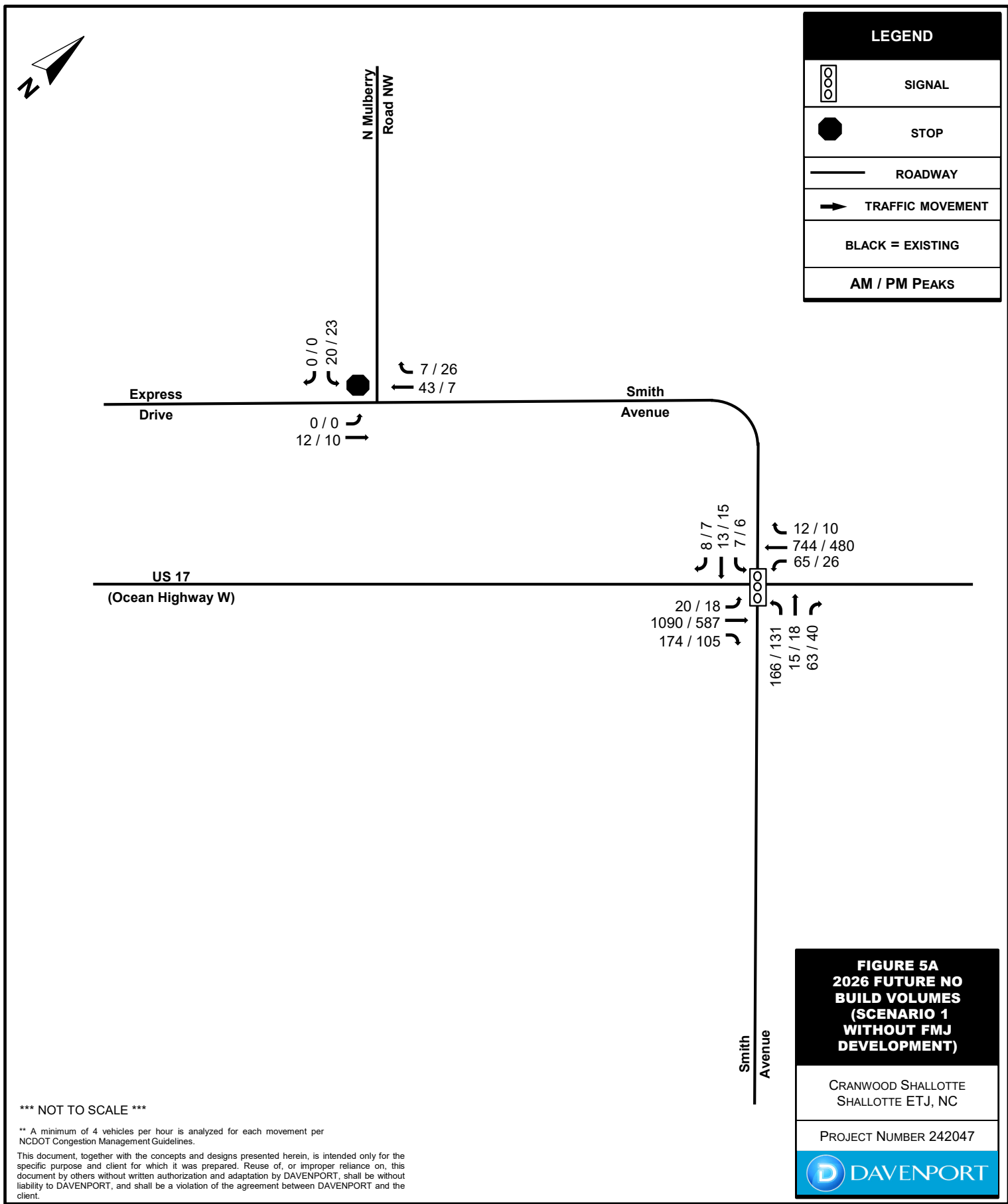
4.1 Baseline Assumptions and Standards

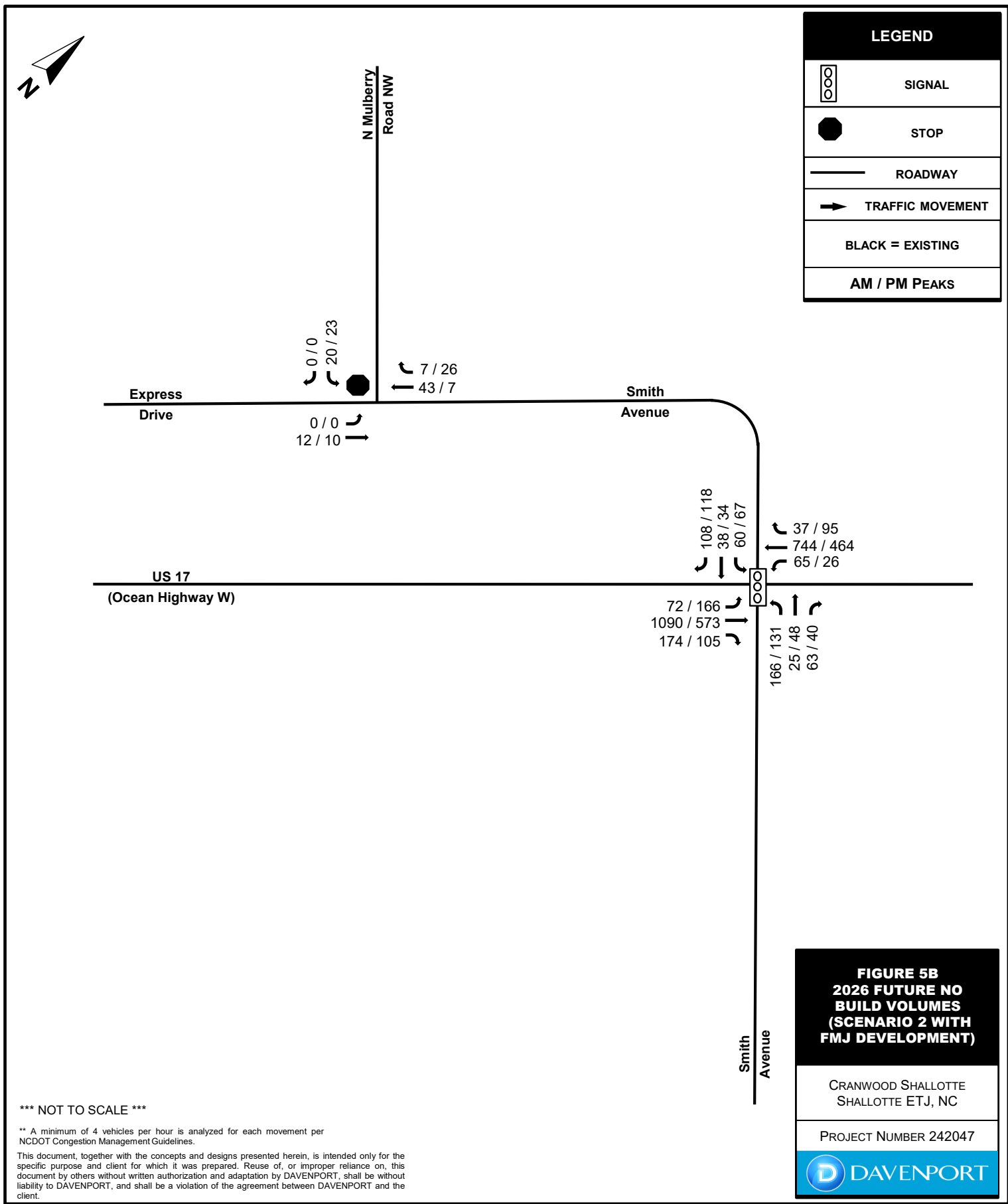
In general, the analysis for this project was conducted utilizing commonly accepted NCDOT standards. Table 4.1 contains a summary of the baseline assumptions.

Table 4.1 - Assumptions	
Annual Growth Rate	2%
Analysis Software	Synchro/SimTraffic
Lane Widths	12 feet
Peak Hour Factor	0.90
Truck Percentage	2%

4.2 Future No Build Volumes

The 2026 future no build traffic volumes were computed by applying a two percent (2%) compounded annual growth rate to the 2025 existing traffic volumes and adding approved development trips. Figures 5A and 5B show 2026 future no build traffic volumes without and with the approved FMJ Tract for AM and PM peaks, respectively.





4.3 Trip Generation

The proposed development will contain a mix of detached and apartment style age-restricted housing. The trip generation potential of this site was projected based on the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 11th Edition* and guidance from NCDOT Congestion Management on the selection of appropriate variables. Table 4.2 presents the results.

Table 4.2 - ITE 11th Edition Trip Generation										
Average Weekday Driveway Volumes				Daily	AM Peak Hour			PM Peak Hour		
Land Use (ITE Code)	Size		Data Source	Total	Enter	Exit	Total	Enter	Exit	Total
Senior Adult Housing-Detached, (251)	84	Dwelling Units	Adjacent-Equation	511	11	23	34	24	15	39
Senior Adult Housing-Apartments, (252)	224	Dwelling Units	Adjacent-Equation	672	15	28	43	31	25	56
Total Primary Trips				1,183	26	51	77	55	40	95

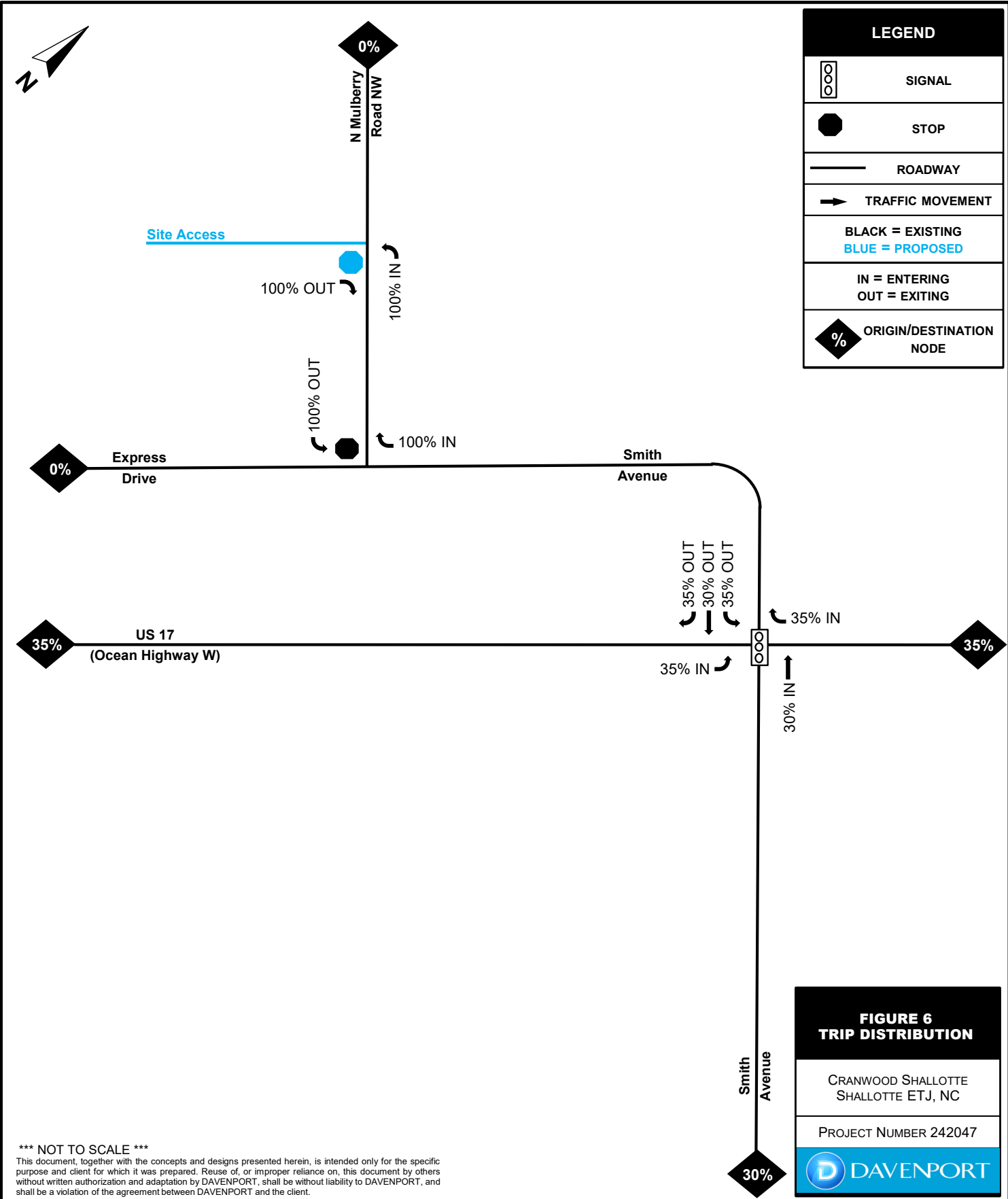
4.4 Trip Distribution and Assignment

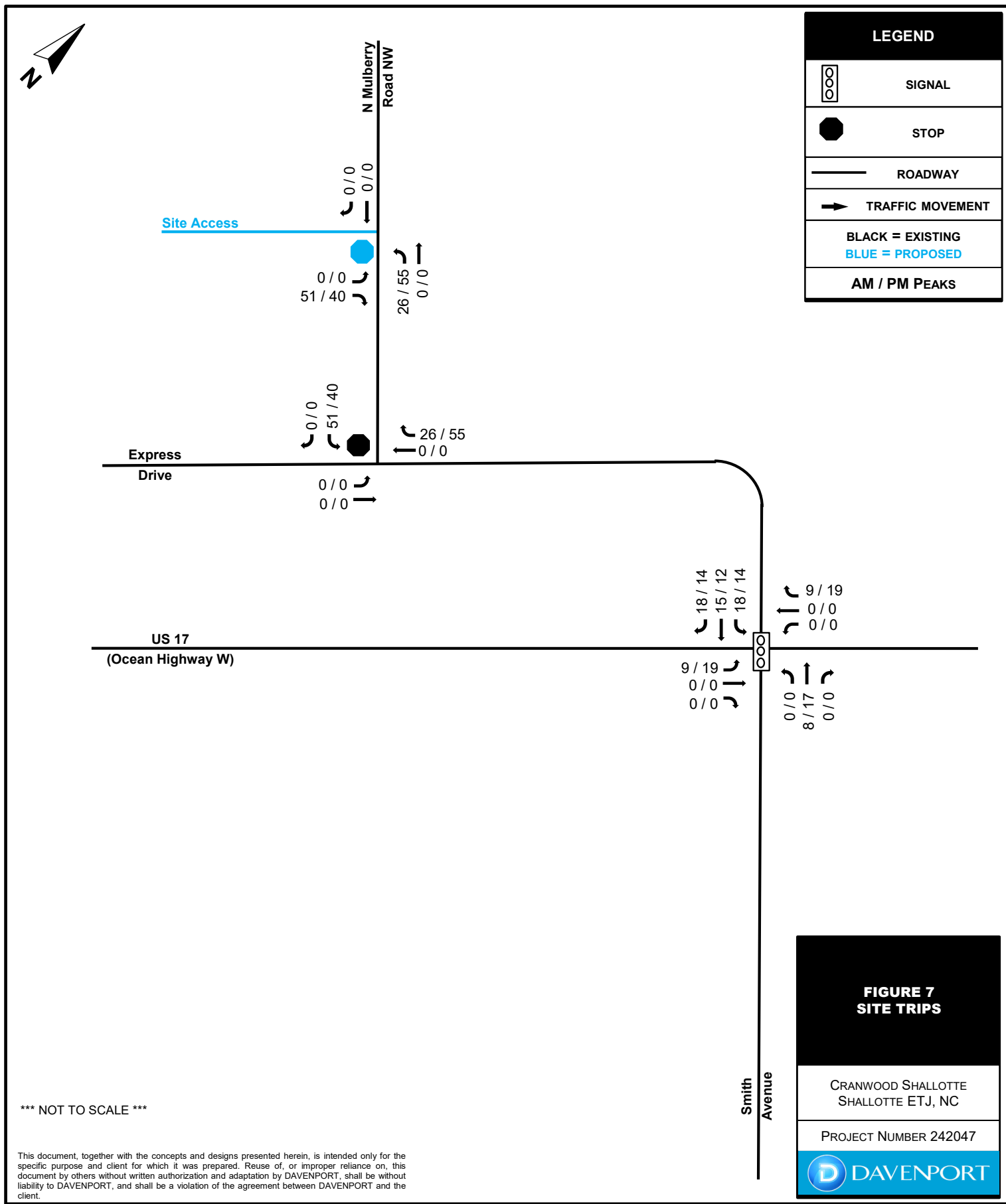
Site trips for this proposed development were distributed based on the existing traffic patterns and engineering judgment. The trip distribution model is shown in Figure 6. The directional distribution for site trips is:

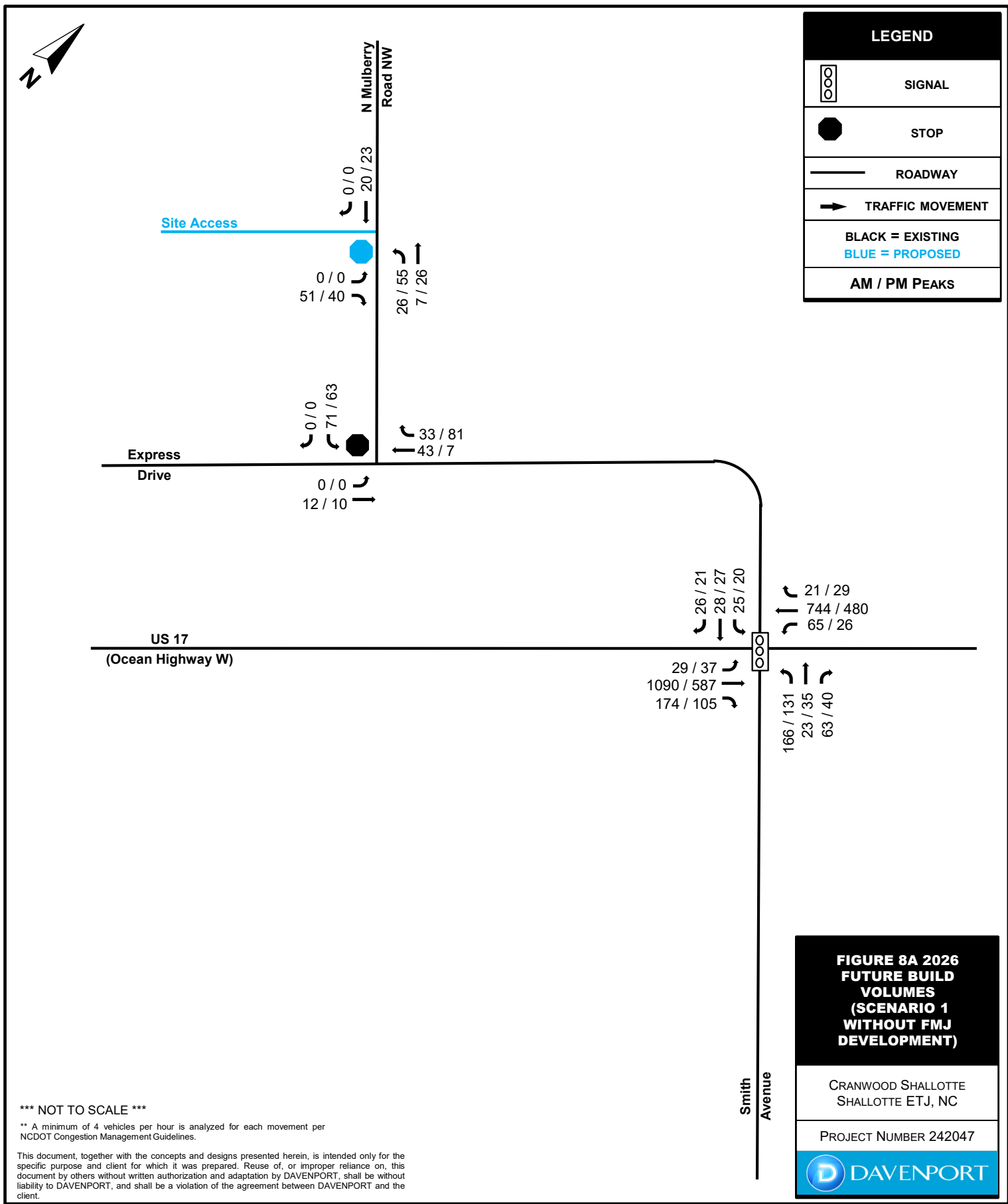
- 35% to/from the south on US 17
- 35% to/from the north on US 17
- 30% to/from the east on Smith Avenue

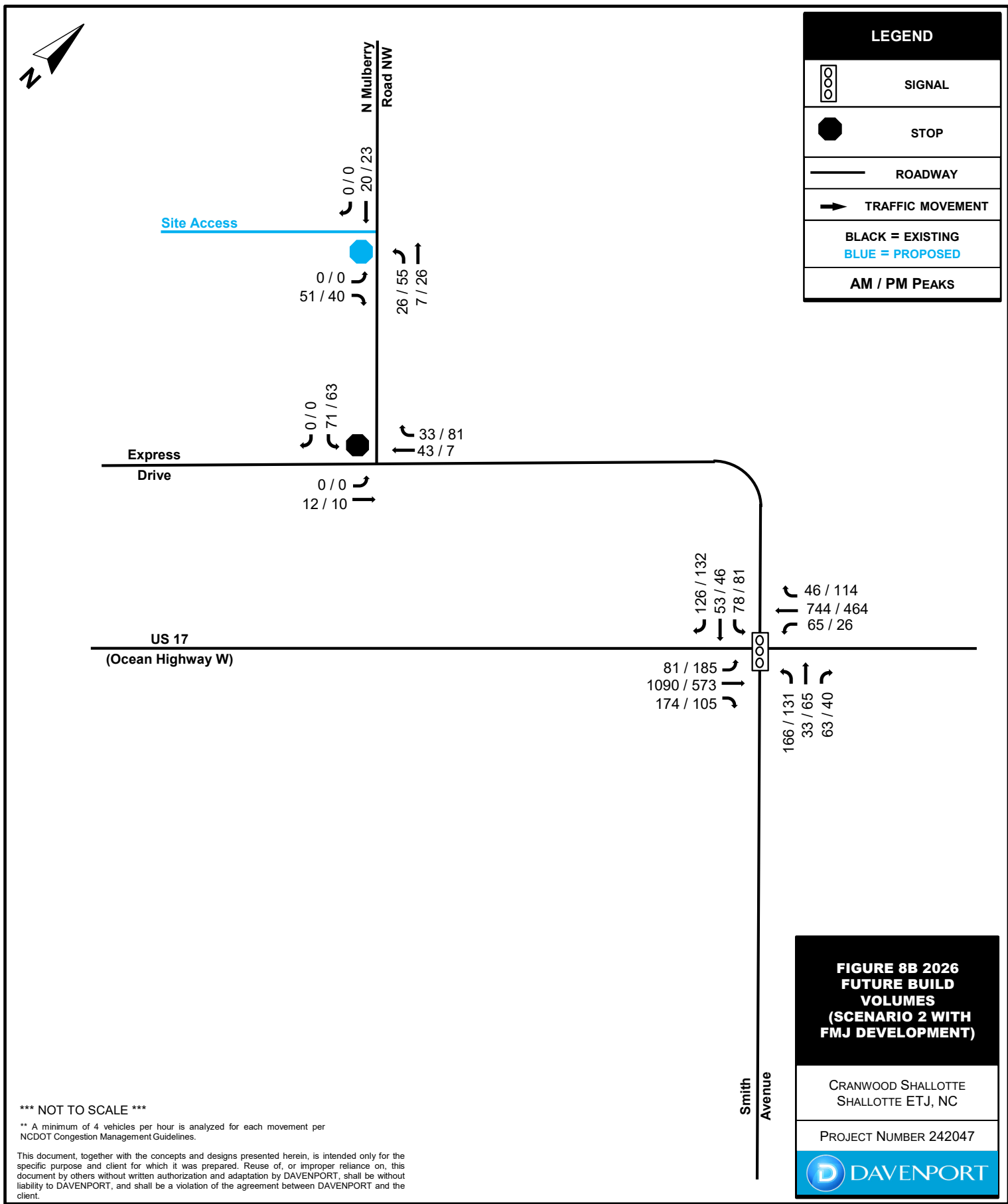
4.5 Future Build Volumes

Site trip volumes were added to the future no build volumes to develop the 2026 Future Build volumes. Site trips are shown in Figure 7 and Future Build volumes are shown in Figures 8A and 8B, respectively.









*** NOT TO SCALE ***

** A minimum of 4 vehicles per hour is analyzed for each movement per NCDOT Congestion Management Guidelines.

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5.0 Capacity Analysis

5.1 Level of Service Evaluation Criteria

The Transportation Research Board's *Highway Capacity Manual* (HCM) utilizes the term "level of service" (LOS) to measure how traffic operates in intersections and on roadway segments. There are six levels of service ranging from A to F as shown in Table 5.1. Level of service "A" represents low-volume traffic operations and level of service "F" represents high-volume, oversaturated traffic operations. Synchro traffic modeling software is used to determine the LOS and delay for study intersections. Synchro analysis worksheet reports are provided in the Appendix.

Table 5.1 – Highway Capacity Manual			
Levels of Service and Control Delay Criteria			
Signalized Intersection		Unsignalized Intersection	
Level of Service	Control Delay Per vehicle (seconds)	Level of Service	Delay Range (seconds)
A	≤ 10	A	≤ 10
B	> 10 and ≤ 20	B	> 10 and ≤ 15
C	> 20 and ≤ 35	C	> 15 and ≤ 25
D	> 35 and ≤ 55	D	> 25 and ≤ 35
E	> 55 and ≤ 80	E	> 35 and ≤ 50
F	> 80	F	> 50

5.2 Queueing Evaluation

A queueing analysis was performed using Synchro and SimTraffic simulation, based on a minimum 10-minute seeding, a 60-minute recording period, and 10 runs. The maximum SimTraffic queues and 95th-percentile Synchro queues are provided, along with the turn lane lengths. Synchro and SimTraffic queue reports are provided in the Appendix.

5.3 Level of Service and Queueing Results

The results of the capacity and queue analyses are discussed by intersection in the following paragraphs. The LOS, delay, and queue results are summarized in Tables 5.2 to 5.4.

US 17 and Smith Avenue (signalized)

The overall intersection operates at LOS C for existing conditions in the AM peak hour and LOS B during the PM peak hour. In Scenario 1, the intersection is expected to remain operating at LOS C in the AM peak hour and LOS B in the PM peak hour under no build conditions. Under build conditions, the intersection is projected to operate at LOS C for both peak hours. In the PM peak hour, the LOS drops from LOS B to LOS C from no build to build, however, overall delay increases by less than 4 seconds. The overall increase in delay is less than 25% in both peak hours and no approach sees delay increase by more than 25%.

Queues are shown to exceed the storage provided by the flared side-street approaches for the right-turn movements under both no build and build conditions. No project trips are attributed to the westbound right turn movement. While project trips are attributed to the eastbound right turn movement, there is an increase of approximately one (1) vehicle for 95th percentile queue and max queue results from no build to build in both peak hours. The increase in delay for the eastbound right turn movement is less than 25% for both peak hours. No improvements are recommended for Scenario 1.

In Scenario 2, the FMJ development and related improvements were included in the analysis. The subject intersection operates at LOS C under future no build conditions for both peak hours and also for the PM peak hour in the build conditions. In the AM peak hour, the intersection operates at LOS D under build conditions. The increase in overall delay from no build to build is less than 2 seconds for both peak hours. No approach delay increases by greater than 25% from the no build to build conditions. Queues are shown to exceed storage provided by the flared westbound approach for the right-turn movement under no build and build conditions. No project trips are attributed to the westbound right movement. Additionally, queues are shown to exceed storage in the northbound right turn lane in the AM peak hour under both no build and build conditions. No project trips are attributed to the northbound right turn movement. No improvements are recommended for Scenario 2.

Table 5.2 - LOS and Queueing Analysis for US 17 and Smith Avenue
AM Peak Hour

Scenario	LOS of Worst Approach/ Overall LOS	Level of Service (Delay) per Movement & by Approach (Delay in seconds/vehicle)									
		Eastbound		Westbound		Northbound			Southbound		
		LT	R	LT	R	L	T	R	L	T	R
2025 Existing	C (21.8)	D (45.8)		D (40.0)		C (21.8)			B (15.5)		
		D (45.8)	D (46.0)	D (41.3)	D (36.3)	B (10.2)	C (24.6)	A (5.7)	B (12.1)	B (16.0)	A (6.0)
		Available Storage (ft)	FULL 25	FULL 25	25	150	FULL	200	250	FULL	100
	95th% Queue (ft)	42	23	211	86	18	453	69	42	268	8
	Max Queue (ft)	48	23	209	124	36	233	68	68	147	3
2026 FNB Scenario 1	C (24.3)	D (51.0)		D (44.2)		C (24.0)			B (18.1)		
		D (50.9)	D (51.2)	D (45.6)	D (40.2)	D (50.9)	C (26.3)	A (6.5)	D (49.4)	B (15.5)	A (5.9)
		Available Storage (ft)	FULL 25	FULL 25	25	150	FULL	200	250	FULL	100
	95th% Queue (ft)	45	25	236	95	45	503	82	104	279	8
	Max Queue (ft)	48	31	221	125	45	262	90	101	176	0
2026 FB Scenario 1	C (28.4)	D (53.0)		D (48.8)		C (26.9)			C (22.1)		
		D (53.5)	D (52.0)	D (50.5)	D (43.6)	D (53.7)	C (29.2)	A (7.7)	D (53.8)	B (19.8)	A (6.0)
		Available Storage (ft)	FULL 25	FULL 25	25	150	FULL	200	250	FULL	100
	95th% Queue (ft)	94	56	261	100	60	532	90	110	303	11
	Max Queue (ft)	91	64	244	125	102	340	154	96	214	2
2026 FNB Scenario 2	C (34.3)	L	TR	L	T	R	L	T	R	L	T
		E (55.7)		E (61.0)		C (31.7)			C (25.2)		
		D (46.0)	E (59.8)	E (75.4)	D (42.3)	C (30.5)	D (52.4)	C (33.8)	A (10.0)	D (51.6)	C (23.7)
	Available Storage (ft)	200	FULL	350	FULL	25	300	FULL	200	250	FULL
	95th% Queue (ft)	95	#236	#291	49	78	109	482	94	100	291
	Max Queue (ft)	121	205	208	129	104	121	346	241	95	207
2026 FB Scenario 2	D (36.1)	L	TR	L	T	R	L	T	R	L	T
		E (64.4)		E (60.7)		C (31.9)			C (26.9)		
		D (45.9)	E (72.4)	E (75.4)	D (43.4)	C (31.1)	D (52.9)	C (33.8)	A (10.0)	D (51.7)	C (25.8)
	Available Storage (ft)	200	FULL	350	FULL	25	300	FULL	200	250	FULL
	95th% Queue (ft)	117	#308	#291	60	79	120	482	94	100	291
	Max Queue (ft)	149	227	229	100	96	137	347	245	82	223

Table 5.2 cont. - LOS and Queueing Analysis for US 17 and Smith Avenue
PM Peak Hour

Scenario	LOS of Worst Approach/ Overall LOS	Level of Service (Delay) per Movement & by Approach (Delay in seconds/vehicle)										
		Eastbound		Westbound		Northbound			Southbound			
2025 Existing	B (17.3)	LT	R	LT	R	L	T	R	L	T	R	
		C (29.5)		C (25.9)		B (16.4)			B (14.6)			
		C (29.5)	C (29.4)	C (26.4)	C (24.0)	B (11.4)	B (18.4)	A (6.1)	B (11.6)	B (14.9)	A (5.8)	
	Available Storage (ft)	FULL	25	FULL	25	150	FULL	200	250	FULL	100	
	95th% Queue (ft)	33	16	126	44	16	193	44	20	155	7	
	Max Queue (ft)	48	31	159	111	36	119	50	29	102	2	
2026 FNB Scenario 1	B (19.0)	LT	R	LT	R	L	T	R	L	T	R	
		C (31.1)		C (26.5)		B (17.2)			B (18.0)			
		C (31.1)	C (31.0)	C (26.9)	C (24.6)	C (31.2)	B (18.7)	A (6.1)	C (30.8)	B (17.6)	A (6.6)	
	Available Storage (ft)	FULL	25	FULL	25	150	FULL	200	250	FULL	100	
	95th% Queue (ft)	34	17	133	46	30	204	47	38	162	7	
	Max Queue (ft)	46	32	149	116	42	135	56	39	129	2	
2026 FB Scenario 1	C (22.3)	LT	R	LT	R	L	T	R	L	T	R	
		C (33.0)		C (29.5)		B (19.3)			C (22.3)			
		C (33.0)	C (33.0)	C (30.2)	C (26.3)	C (33.3)	C (20.7)	A (6.6)	C (33.6)	C (22.6)	A (7.5)	
	Available Storage (ft)	FULL	25	FULL	25	150	FULL	200	250	FULL	100	
	95th% Queue (ft)	34	17	133	46	30	204	47	38	162	7	
	Max Queue (ft)	83	56	167	120	76	143	57	45	133	16	
2026 FNB Scenario 2	C (30.3)	L	TR	L	T	R	L	T	R	L	T	R
		D (38.0)		C (34.5)		C (26.9)			C (30.9)			
		C (32.7)	D (40.4)	D (41.2)	C (29.0)	B (18.9)	D (39.9)	C (26.2)	B (10.1)	D (36.6)	C (34.0)	B (13.8)
	Available Storage (ft)	200	FULL	350	FULL	25	300	FULL	200	250	FULL	100
	95th% Queue (ft)	78	153	136	55	38	163	206	56	40	181	64
	Max Queue (ft)	103	206	168	101	85	183	179	69	56	156	72
2026 FB Scenario 2	C (31.3)	L	TR	L	T	R	L	T	R	L	T	R
		D (41.9)		C (33.9)		C (27.8)			C (30.6)			
		D (35.4)	D (44.9)	D (41.2)	C (29.0)	B (17.6)	D (42.9)	C (26.2)	B (10.1)	D (36.6)	C (34.0)	B (15.3)
	Available Storage (ft)	200	FULL	350	FULL	25	300	FULL	200	250	FULL	100
	95th% Queue (ft)	89	#198	136	72	39	#197	206	56	40	181	72
	Max Queue (ft)	136	218	170	102	83	239	160	71	53	166	62

Notes:

Queues exceed available storage.

SimTraffic reports the queue results as storage plus taper due to through traffic blocking the turn lane.

N Mulberry Road NW and Smith Avenue / Express Drive (unsignalized)

The approaches operate at LOS A for all scenarios in both AM and PM peak hours. No improvements are recommended.

Table 5.3 - LOS and Queueing Analysis for Express Drive/Smith Avenue & N Mulberry Rd NW

AM Peak Hour					
Scenario	Overall LOS	Level of Service (Delay) per Movement & by Approach (Delay in seconds/vehicle)			
		Eastbound	Northbound		Southbound
2025 Existing	A (8.9) EB Approach	LR	L	T	TR
		A (8.9)	A (1.8)		A (0.0)
		A (8.9)	A (7.3)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	3	0		0
	Max Queue (ft)	29	3		0
2026 FNB Scenario 1	A (8.9) EB Approach	LR	L	T	TR
		A (8.9)	A (1.8)		A (0.0)
		A (8.9)	A (7.3)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	3	0		0
	Max Queue (ft)	28	6		0
2026 FB Scenario 1	A (9.3) EB Approach	LR	L	T	TR
		A (9.3)	A (1.8)		A (0.0)
		A (9.3)	A (7.4)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	8	0		0
	Max Queue (ft)	57	11		0
2026 FNB Scenario 2	A (8.9) EB Approach	LR	L	T	TR
		A (8.9)	A (1.8)		A (0.0)
		A (8.9)	A (7.3)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	3	0		0
	Max Queue (ft)	30	3		0
2026 FB Scenario 2	A (9.3) EB Approach	LR	L	T	TR
		A (9.3)	A (1.8)		A (0.0)
		A (9.3)	A (7.4)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	8	0		0
	Max Queue (ft)	47	6		0

Table 5.3 cont. - LOS and Queueing Analysis for Express Drive/Smith Avenue & N Mulberry Rd NW

PM Peak Hour					
Scenario	Overall LOS	Level of Service (Delay) per Movement & by Approach (Delay in seconds/vehicle)			
		Eastbound	Northbound		Southbound
2025 Existing	A (8.8) EB Approach	LR	L	T	TR
		A (8.8)	A (2.1)		A (0.0)
		A (8.8)	A (7.3)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	3	0		0
	Max Queue (ft)	30	3		0
2026 FNB Scenario 1	A (8.8) EB Approach	LR	L	T	TR
		A (8.8)	A (2.1)		A (0.0)
		A (8.8)	A (7.3)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	3	0		0
	Max Queue (ft)	30	3		0
2026 FB Scenario 1	A (9.2) EB Approach	LR	L	T	TR
		A (9.2)	A (2.1)		A (0.0)
		A (9.2)	A (7.4)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	8	0		0
	Max Queue (ft)	54	0		0
2026 FNB Scenario 2	A (8.8) EB Approach	LR	L	T	TR
		A (8.8)	A (2.1)		A (0.0)
		A (8.8)	A (7.3)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	3	0		0
	Max Queue (ft)	30	6		0
2026 FB Scenario 2	A (9.2) EB Approach	LR	L	T	TR
		A (9.2)	A (2.1)		A (0.0)
		A (9.2)	A (7.4)	A (0.0)	A (0.0)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	8	0		0
	Max Queue (ft)	48	12		0

N Mulberry Road NW at Site Access 1 (unsignalized)

The site access approach operates at LOS A under all scenarios. This intersection was analyzed using the Division 3 methodology for the turn lane warrant nomograph from the NCDOT *Policy on Street and Driveway Access to North Carolina Highways*. Turn lanes are not warranted due to the lack of opposing volumes. Additionally, while AADT is not available from the NCDOT database, assuming peak hour volumes are 10% of the AADT, turn lanes are not required since N Mulberry Road NW is expected to have less than 4,000 vehicles per day. The site access should be designed in accordance with NCDOT and/or local standards.

Table 5.3 - LOS and Queueing Analysis for N Mulberry Rd NW at Site Access 1

AM Peak Hour					
Scenario	Overall LOS	Level of Service (Delay) per Movement & by Approach (Delay in seconds/vehicle)			
		Eastbound	Westbound		Northbound
2026 FB Scenario 1	A (8.7) NB Approach	LR	L	T	TR
		A (0.0)	A (5.8)		A (8.7)
		A (0.0)	A (7.3)	A (0.0)	A (8.7)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	0	3		5
	Max Queue (ft)	0	15		52
2026 FB Scenario 2	A (8.7) NB Approach	LR	L	T	TR
		A (0.0)	A (5.8)		A (8.7)
		A (0.0)	A (7.3)	A (0.0)	A (8.7)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	0	3		5
	Max Queue (ft)	0	9		49
PM Peak Hour					
Scenario	Overall LOS	Level of Service (Delay) per Movement & by Approach (Delay in seconds/vehicle)			
		Eastbound	Westbound		Northbound
2026 FB Scenario 1	A (8.7) NB Approach	LR	L	T	TR
		A (0.0)	A (5.0)		A (8.7)
		A (0.0)	A (7.4)	A (0.0)	A (8.7)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	0	3		5
	Max Queue (ft)	0	28		59
2026 FB Scenario 2	A (8.7) NB Approach	LR	L	T	TR
		A (0.0)	A (5.0)		A (8.7)
		A (0.0)	A (7.4)	A (0.0)	A (8.7)
	Available Storage (ft)	FULL	FULL		FULL
	95th% Queue (ft)	0	3		5
	Max Queue (ft)	0	33		49

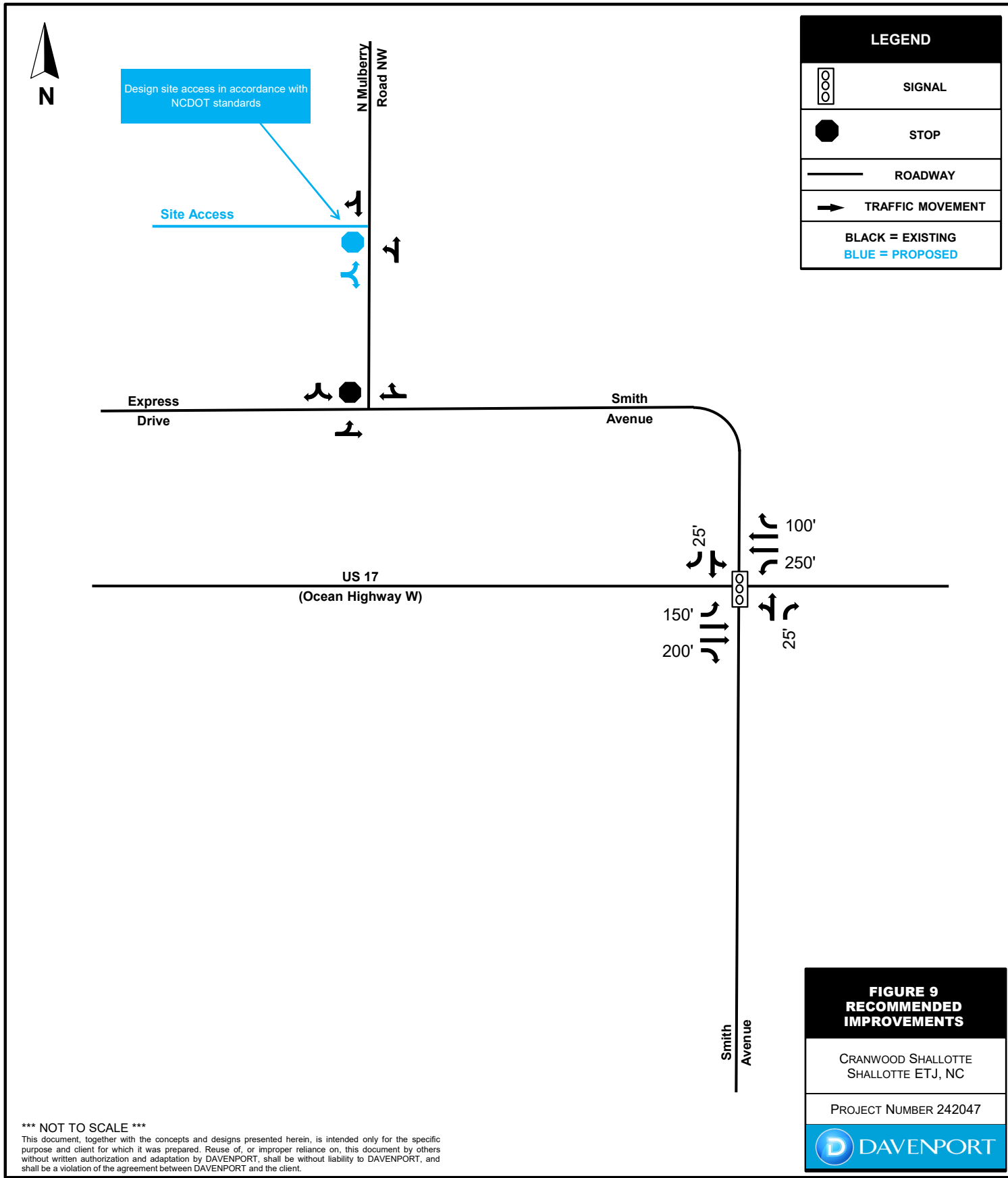
6.0 Summary and Conclusion

The Cranwood Shallotte proposed development is located west of N Mulberry Road NW and north of US 17 (Ocean Highway W) within the ETJ of Shallotte, NC. It will be an age-restricted residential development consisting of 84 detached homes and 224 apartment-style homes. One full movement access point is proposed on N Mulberry Road NW. The expected build-out year for this development is 2026. Information regarding the property was provided by East Coast Engineering, P.C.

The Transportation Impact Analysis (TIA) was performed based on the scope agreed upon with the North Carolina Department of Transportation. This site has a trip generation potential of 1,183 daily trips, 77 trips in the AM peak hour, and 95 trips in the PM peak hour.

In conclusion, this study has determined the potential traffic impact of this development. No improvements are recommended to mitigate future site traffic. Table 6.1 summarizes the site access recommendations, which are also reflected in Figure 9. The anticipated transportation impact of the proposed development can be accommodated by the existing infrastructure.

Table 6.1 – Summary of Recommended Improvements	
INTERSECTION	RECOMMENDATIONS
N Mulberry Road NW and Express Drive / Smith Avenue	<ul style="list-style-type: none"> No improvements are recommended.
US 17 (Ocean Highway W) and Smith Avenue	<ul style="list-style-type: none"> No improvements are recommended.
N Mulberry Road NW and Site Access 1	<ul style="list-style-type: none"> Design site access according to NCDOT standards. No additional improvements are recommended.



Appendix

Approved Scoping Documents

Capacity Analysis Synchro Worksheets

Existing Conditions

Future No Build Conditions

Future Build Conditions

Future Build Conditions with Improvements

Queueing Analysis SimTraffic Worksheets

Turning Movement Counts

Supporting Documentation

EAST COAST ENGINEERING, P.C.
 4918 MAIN STREET P.O. BOX 2469
 SHALLOTTE, NC 28459
 (910) 754-8029

FIRST BANK
 SHALLOTTE, NC 28470
 66-456/531

Section VII, Item 2.

3/28/2025

PAY TO THE
 ORDER OF Town of Shallotte

\$ **240.00

Two Hundred Forty and 00/100*****

DOLLARS

Town of Shallotte
 P.O. Box 2287
 Shallotte, NC 28470

Lambert B. Lewis
 AUTHORIZED SIGNATURE

Memo

2832-Cond. Rezoning Submittal

⑈002196⑈ ⑆053104568⑆ 0771010966⑈

SECURITY FEATURES INCLUDED. DETAILS ON BACK.

EAST COAST ENGINEERING, P.C.

Town of Shallotte

Contitional Rezoning Submittal

3/28/2025

002196

240.00

114 - First Bank - AP 2832-Cond. Rezoning Submittal

240.00

EAST COAST ENGINEERING, P.C.

Town of Shallotte

Contitional Rezoning Submittal

3/28/2025

002196

240.00

114 - First Bank - AP 2832-Cond. Rezoning Submittal

240.00

1. THIS PLAN SHALL COMPLY WITH THE TOWN OF SHALLOTTE DEVELOPMENT STANDARDS.
2. ALL LIGHTING IS TO BE INTERNALLY LOCATED AND WILL NOT EXCEED 40' IN HEIGHT. ALL LIGHTING SHALL BE INTERNALLY ORIENTED. LIGHTING PLAN SHALL BE PREPARED BY OTHERS.
3. THIS PROPERTY IS LOCATED IN VARIOUS FLOOD ZONES ACCORDING TO FRIS MAP PANEL 3720108802 AND AS SHOWN ON THIS PLAN.
4. ALL INTERIOR WALLS SHALL BE BLOCKED FOR PROTECTION.
5. ALL HVAC UNITS WILL BE SCREENED AND SHALL NOT ENCRoACH MORE THAN 4' FEET INTO ANY YARD SETBACK.
6. OWNER AND OWNER'S CONTRACTOR SHALL COORDINATE WITH BEMC AND ATMC REGARDING THE RELOCATION OF EXISTING AND PROPOSED UTILITIES AS REQUIRED.
7. THIS PROJECT SHALL COMPLY WITH THE TOWN OF SHALLOTTE UDO, SECTION 17, WITH RESPECT TO LANDSCAPING IN VEHICLE AREAS AND BUFFERING ALONG THE STREET RIGHT-OF-WAY. A MIN. 3' (FOOT) CLEARANCE ZONE SHALL BE PROVIDED AROUND ALL WATER METERS, SEWER PUMP STATIONS, FLOOD VENTS, AND ALL OTHER PUBLIC UTILITY APPARATUS. SEE LANDSCAPING PLAN PREPARED BY OTHERS.
8. LANDSCAPING PLAN PREPARED BY OTHERS.
9. BASE INFORMATION PROVIDED BY COASTAL GEOMATICS SURVEYING.
10. ANY MINOR DEVIATION IN THIS PLAN SHALL REQUIRE APPROVAL OF THE ADMINISTRATOR AND ANY MAJOR DEVIATION SHALL REQUIRE APPROVAL OF THE PROPER APPROVING BODY.
11. ALL PROPOSED SIGNS ON THE PROPERTY WILL REQUIRE A SEPARATE PERMIT ISSUED BY THE TOWN OF SHALLOTTE.
12. THIS PROJECT SHALL COMPLY WITH ALL REQUIREMENTS OF THE TOWN OF SHALLOTTE THROUGH THE BRUNSWICK COUNTY FIRE MARSHALL.
13. THIS MULTIFAMILY SITE IS REQUIRED TO MEET SECTION 10-3 (H) OF THE SUPPLEMENTAL USE STANDARDS.
14. THIS SITE HAS BEEN EVALUATED BY SOUTHERN ENVIRONMENTAL GROUP, INC. FOR WETLANDS. WETLANDS HAVE BEEN LOCATED AS SHOWN BY COASTAL GEOMATICS.

1. THIS PLAN SHALL COMPLY WITH THE TOWN OF SHALLOTTE DEVELOPMENT STANDARDS.
2. ALL LIGHTING IS TO BE INTERNALLY LOCATED AND WILL NOT EXCEED 40' IN HEIGHT. ALL LIGHTING SHALL BE INTERNALLY ORIENTED. LIGHTING PLAN SHALL BE PREPARED BY OTHERS.
3. THIS PROPERTY IS LOCATED IN VARIOUS FLOOD ZONES ACCORDING TO FRIS MAP PANEL 3720108802 AND AS SHOWN ON THIS PLAN.
4. ALL INTERIOR WALLS SHALL BE BLOCKED FOR PROTECTION.
5. ALL HVAC UNITS WILL BE SCREENED AND SHALL NOT ENCRoACH MORE THAN 4' FEET INTO ANY YARD SETBACK.
6. OWNER AND OWNER'S CONTRACTOR SHALL COORDINATE WITH BEMC AND ATMC REGARDING THE RELOCATION OF EXISTING AND PROPOSED UTILITIES AS REQUIRED.
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8. LANDSCAPING PLAN PREPARED BY OTHERS.
9. BASE INFORMATION PROVIDED BY COASTAL GEOMATICS SURVEYING.
10. ANY MINOR DEVIATION IN THIS PLAN SHALL REQUIRE APPROVAL OF THE ADMINISTRATOR AND ANY MAJOR DEVIATION SHALL REQUIRE APPROVAL OF THE PROPER APPROVING BODY.
11. ALL PROPOSED SIGNS ON THE PROPERTY WILL REQUIRE A SEPARATE PERMIT ISSUED BY THE TOWN OF SHALLOTTE.
12. THIS PROJECT SHALL COMPLY WITH ALL REQUIREMENTS OF THE TOWN OF SHALLOTTE THROUGH THE BRUNSWICK COUNTY FIRE MARSHALL.
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14. THIS SITE HAS BEEN EVALUATED BY SOUTHERN ENVIRONMENTAL GROUP, INC. FOR WETLANDS. WETLANDS HAVE BEEN LOCATED AS SHOWN BY COASTAL GEOMATICS.

ADJACENT PROPERTY OWNERS					
LABEL	PARCEL ID	OWNER	BOOK/PAGE	ZONING	USE
1	1810005808	TINA SEMMENS	3875-346	SH-HR	BUSINESS
2	1810005810	BRUNSWICK COUNTY	5851-1009	SH-HR	BUSINESS
3	1810005812	FOUR D RIVERS LLC	5252-588	SH-HR	BUSINESS
4	1810005813	DANIELA M. GARCIA	5187-1353	SH-HR	BUSINESS
5	1810005859	SCING FUNERAL SERVICES LLC	6167-1713	SH-HR	BUSINESS
6	1810005867	JOHN J. GALLAGHER	5187-1353	SH-HR	BUSINESS
7	1810005867	BC BOARD OF EDUCATION	5187-1356	SH-HR	BUSINESS
8	1810006001	JOHN J. GALLAGHER	5187-1353	SH-HR	UNDEVELOPED
9	1810006024	OCEAN HAVLY ASSOCIATES LLC	14533-944	SH-HR	UNDEVELOPED
10	1810006124	BOYCE STEVENSON LLC	5353-841	SH-HR	UNDEVELOPED
11	1810006129	BOYCE STEVENSON LLC	5353-841	SH-HR	UNDEVELOPED
12	1810006142	SUZIE MAUL PRITCHERS	1202-308	SH-RAM-5	UNDEVELOPED
13	1810006142	JOHN J. GALLAGHER	5187-1353	SH-HR	UNDEVELOPED
14	1810006172	MARY BROWN	2624-769	SH-HR	RESIDENCE
15	1810006180	MARY BROWN	2624-769	SH-HR	RESIDENCE
16	1810006183	DEBRA HARRIS	1389-941	SH-RAM-5	RESIDENCE
17	1810006183	DEBBIE TULL HIGAN	1389-941	SH-RAM-5	RESIDENCE
18	1810006201	SARAH L. SMITH	3373-1024	SH-HR	RESIDENCE
19	181000648	BILLY O. HILL	189-676	SH-HR	RESIDENCE
20	1810006260	JENNIFER M. MAGNER	3405-158	SH-HR	RESIDENCE
21	1810006260	ERIC PATRIC HILL	3405-158	SH-RAM-5	RESIDENCE
22	1810006260	ERIC PATRIC HILL	3405-158	SH-HR	RESIDENCE
23	1810006260	ERIC PATRIC HILL	3405-158	SH-HR	RESIDENCE
24	1810006260	LEAH ANNA BERRY	246-57	SH-RAM-5	RESIDENCE
25	1810006260	CHRISTOPHER EVAN KING	4789-01	SH-RAM-5	RESIDENCE
26	1810006260	LEAH ANNA BERRY	246-57	SH-HR	RESIDENCE

A MINIMUM PLAY AREA OF 2,000 SF, HAVING A MINIMUM WIDTH OF 40 FT OR A MINIMUM RADIUS OF 26 FT SHALL BE PROVIDED FOR THE FIRST 6 TO 25 DWELLING UNITS. FOR EACH DWELLING UNIT OVER 25 IN NUMBER, AN ADDITIONAL 56 SF PER DWELLING UNIT SHALL BE PROVIDED.

INTERIOR LANDSCAPING

TOTAL INTERNAL LANDSCAPING SPACE REQUIRED (8.0%)	22,082 SF
TOTAL INTERNAL LANDSCAPING SPACE PROVIDED (8.5%)	23,463 SF

OWNER NAME	CRANWOOD SHALLOTTE, LLC
ADDRESS	381 TANGLEWOOD LANE BAY VILLAGE, OH 44140

TAX PARCEL NUMBER: 1810002402 (SH-ETJ), 18100024

DEED REFERENCE:	BOOK 3778, PAGE 763
MAP BOOK:	BOOK 24, PAGE 128

TOTAL SITE AREA:	2,353,947 SF OR 54.04 AC
WETLANDS:	871,774 SF OR 20.01 AC

PUBLIC UTILITIES	BRUNSWICK COUNTY WATER, TOWN OF SHALLOTTE SEWER
------------------	--

EXISTING ZONING (1810002402 - ETJ):	SPLIT: RAM-15 & B-2
EXISTING ZONING (18100024):	HB

PROPOSED ZONING: CZ-MF-6

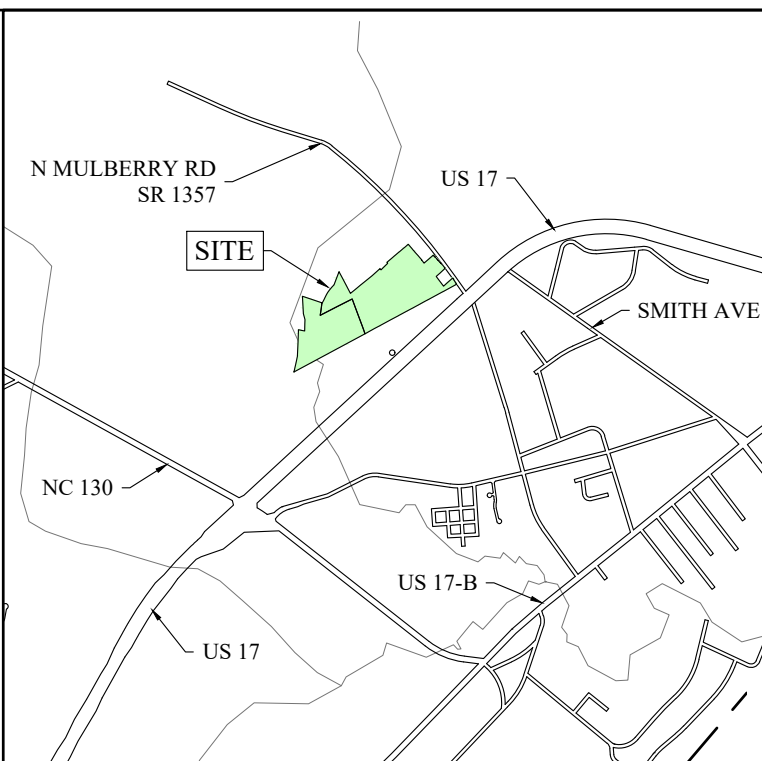
RANCH:	84 UNITS
3 STORY BUILDINGS:	234 UNITS
TOTAL:	318 UNITS

DENSITY PROPOSED: 5.88 UNITS/ACRE

PARKING:
RANCH (TOWNHOUSE)
REQUIRED MIN 1 SPACE PER UNIT = 84 SPACES
MAX 2.5 SPACE PER UNIT = 210 SPACES
PROVIDED = 168 SPACES

3 STORY BUILDINGS (MULTIFAMILY)
REQUIRED MIN 1 SPACE PER UNIT = 234 SPACES
MAX 2.5 SPACE PER UNIT = 560 SPACES
PROVIDED = 241 SPACES INCLUDING 8 HANDICAP

OVERFLOW PARKING PROVIDED: 32 SPACES
AMENITY AREA PARKING PROVIDED: 10 SPACES

VICINITY MAP
NO SCALE[illegible]

East Coast Engineers, P.C.
ENGINEERS • PLANNERS • CONSULTANTS
4918 Main Street
Post Office Box 2469
North Carolina 28745
Phone: 910.754.8095
Fax: 910.754.8049
E-mail: lcorneen@number.com

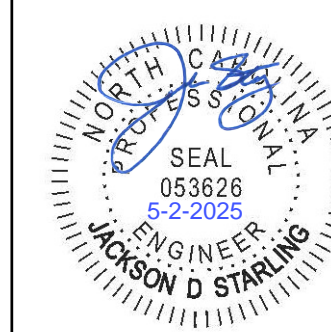
SITE DEVELOPMENT PLANS
FOR
CRANWOOD SHALLOTTE
SHALLOTTE, NORTH CAROLINA

CONDITIONAL REZONING MASTER PLAN

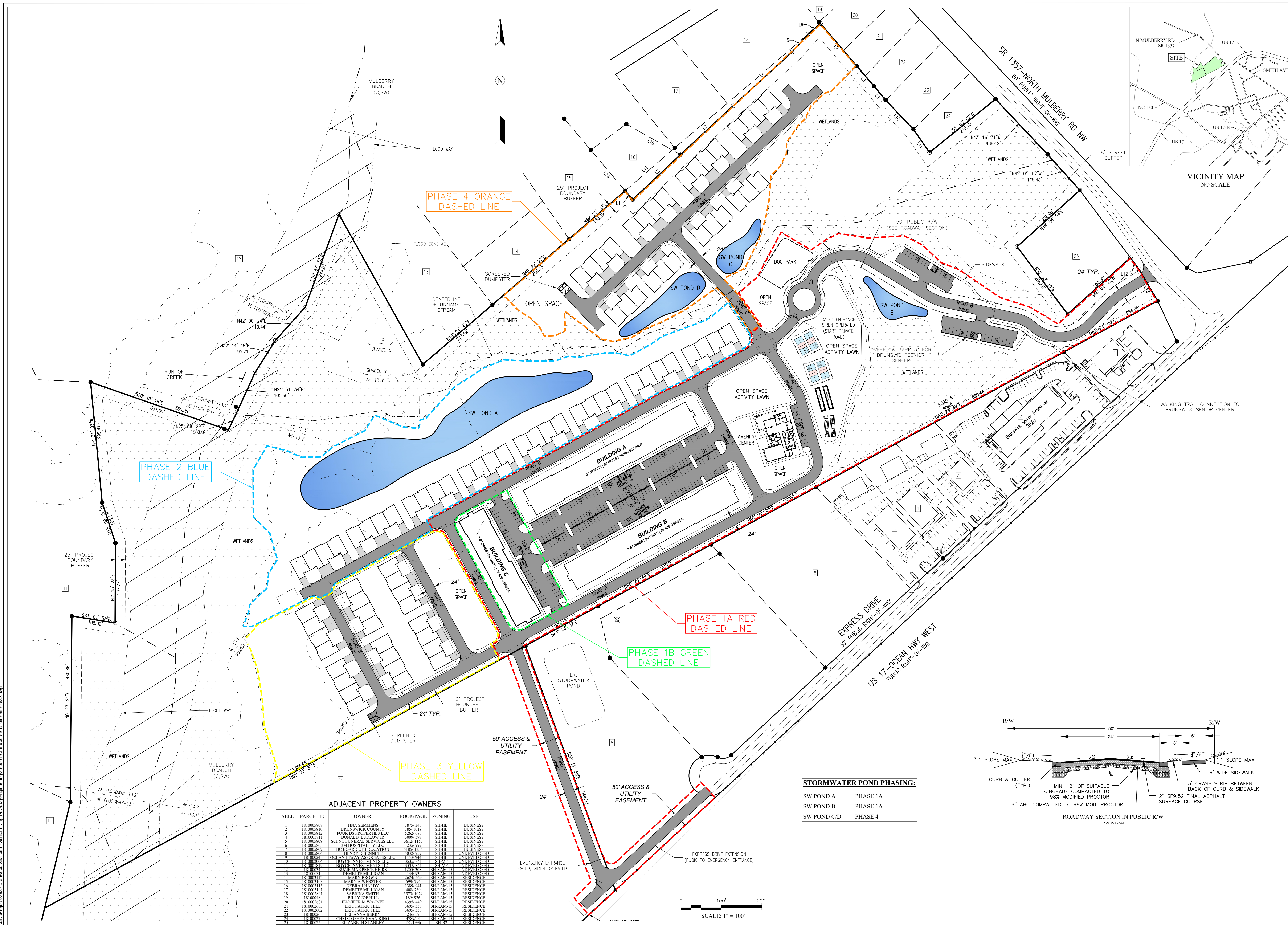
Date: 03-27-2025
Scale: AS SHOWN
Drawn By: MG
Checked By: J


**FOR TOWN
APPROVAL**

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C1.0



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Phonics: 910.754.0099
Fax: 910.754.8009
E-mail: ecengr@earthlink.net
Firm: 110000, Birmingham, CA

4918 Main Street
Post Office Box 469
North Carolina 28545

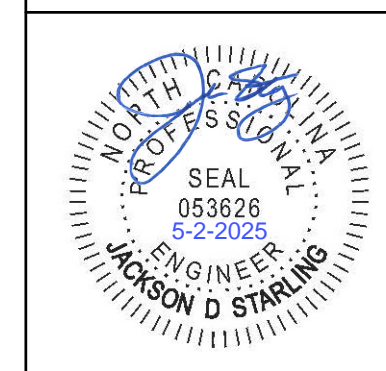
SITE DEVELOPMENT PLANS
FOR
CRANWOOD SHALLOTTE
SHALLOTTE, NORTH CAROLINA

WATER AND SEWER PLAN

Date: 03-27-2025
Scale: AS SHOWN
Drawn By: MGB
Checked By: JDS

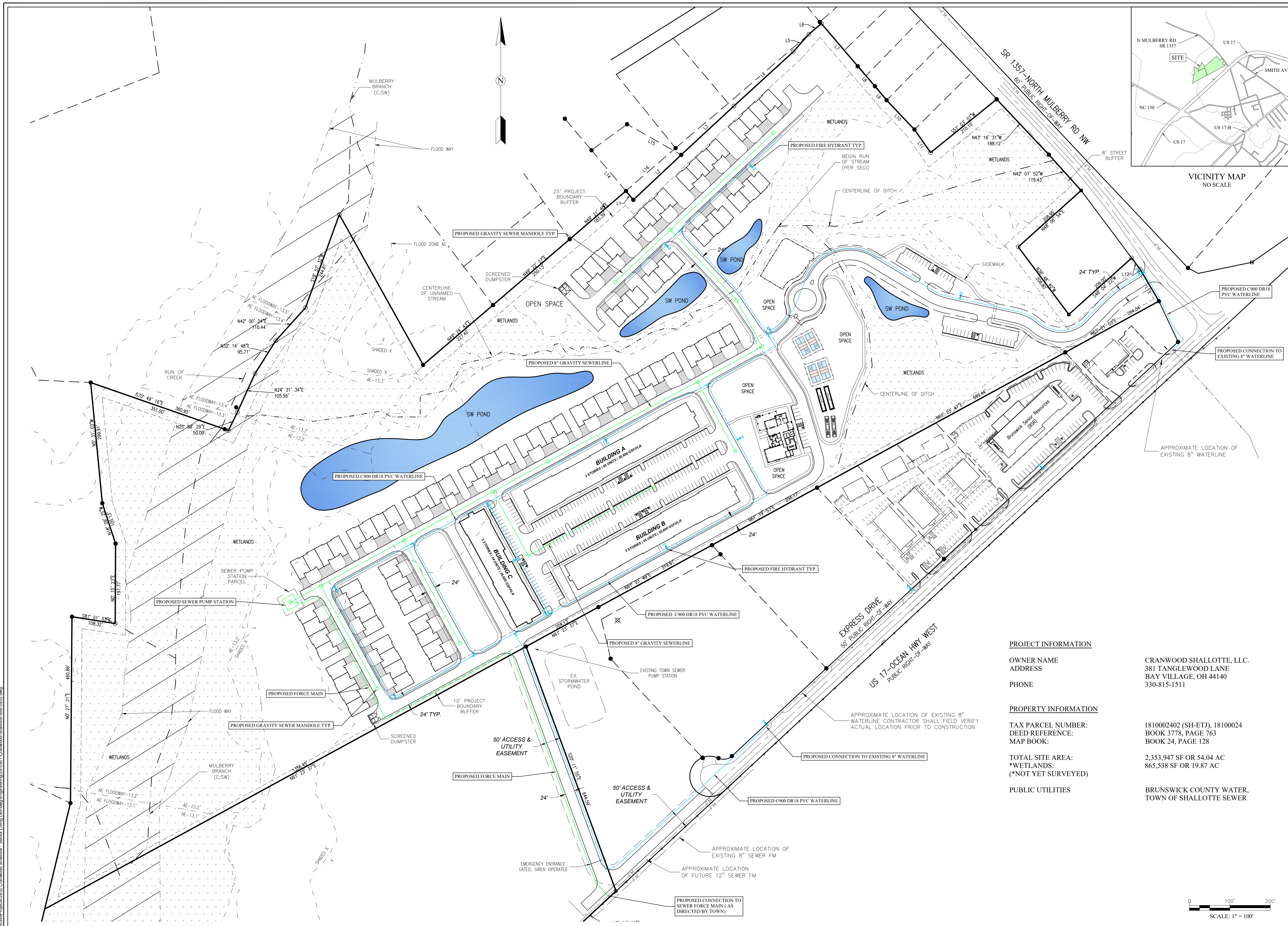
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C2.0

137



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Fax: 910.754.8049
Firm # / License Number: C-284169
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Shelley, North Carolina 28450

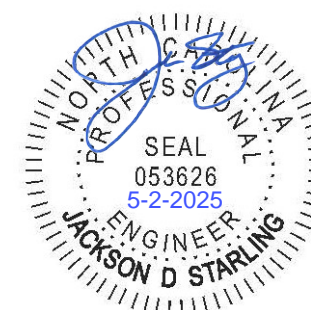
SITE DEVELOPMENT PLANS
FOR
CRANWOOD SHALLOTTE
SHALLOTTE, NORTH CAROLINA

TREE IMPACT PLAN

Date: 03-27-2025
Scale: AS SHOWN
Drawn By: MGB
Checked By: JDS

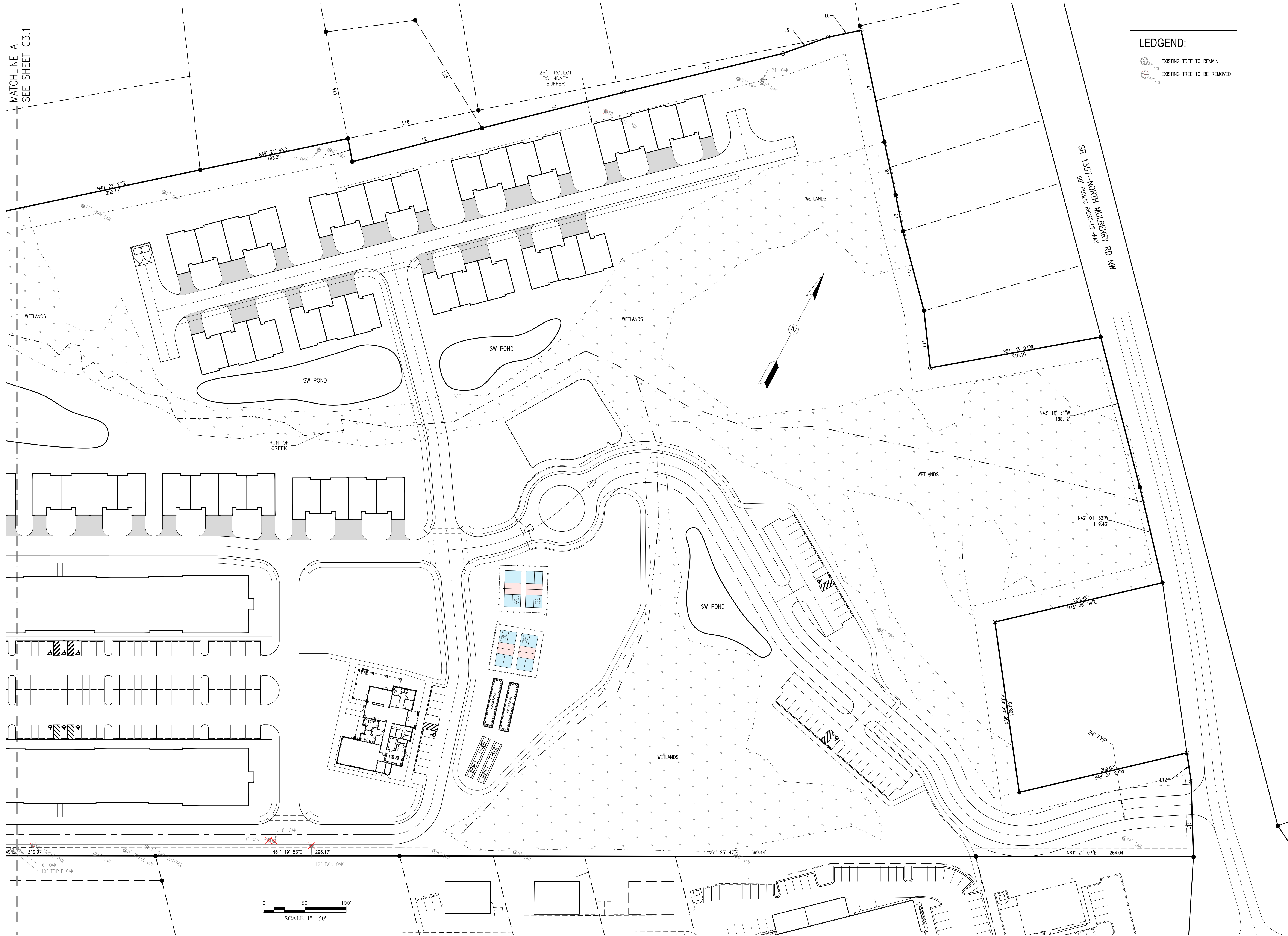
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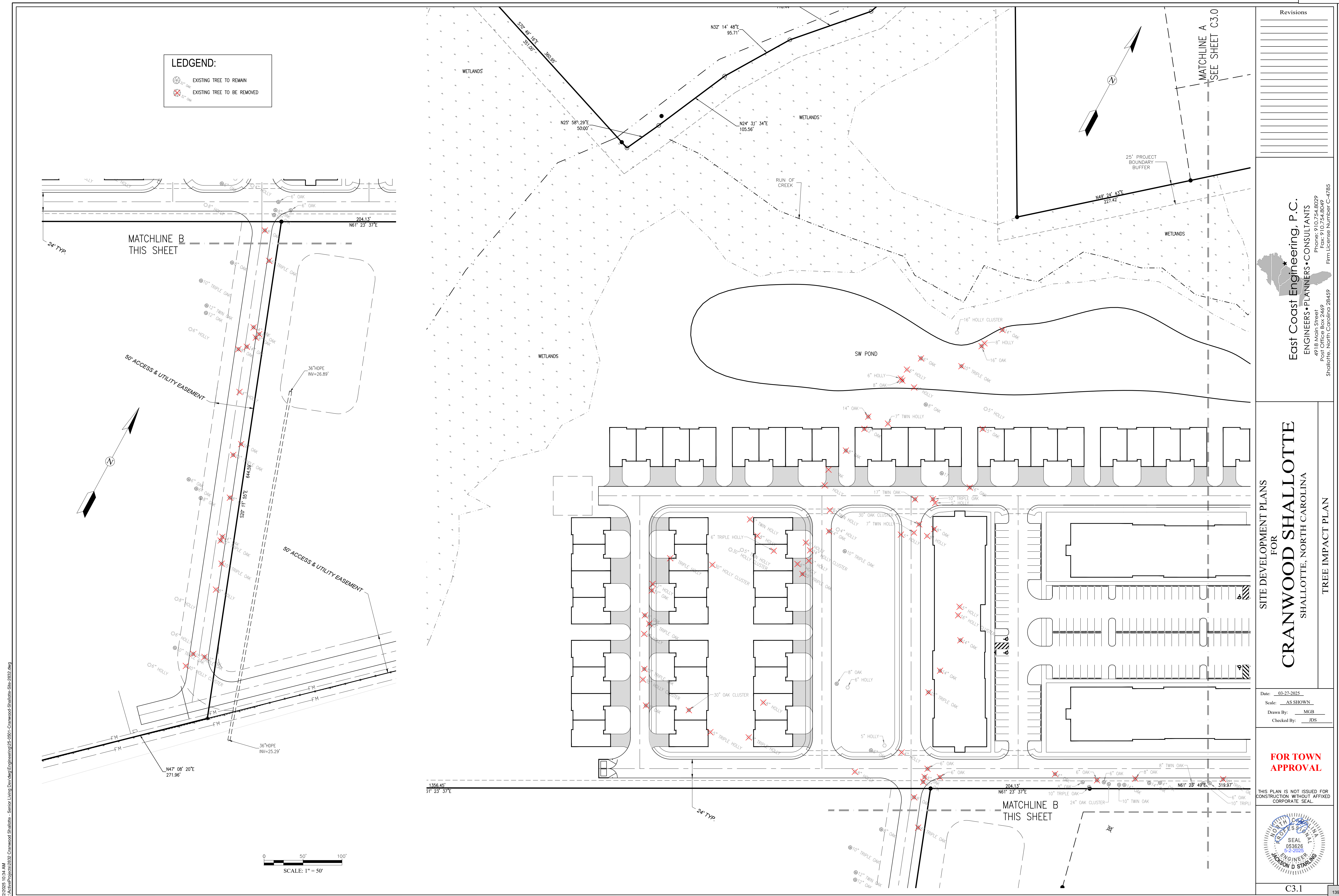
138




5/2/2025 10:34 AM
G:\ActiveProjects\2832 Cranwood Shallotte - Senior Living Dev.dwg\Engineering\25-0501-Cranwood-Shallotte-Site-2832.dwg

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ECE PROJECT NO. 2832

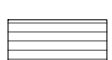



EXTERIOR ELEVATION MATERIAL LEGEND

- 

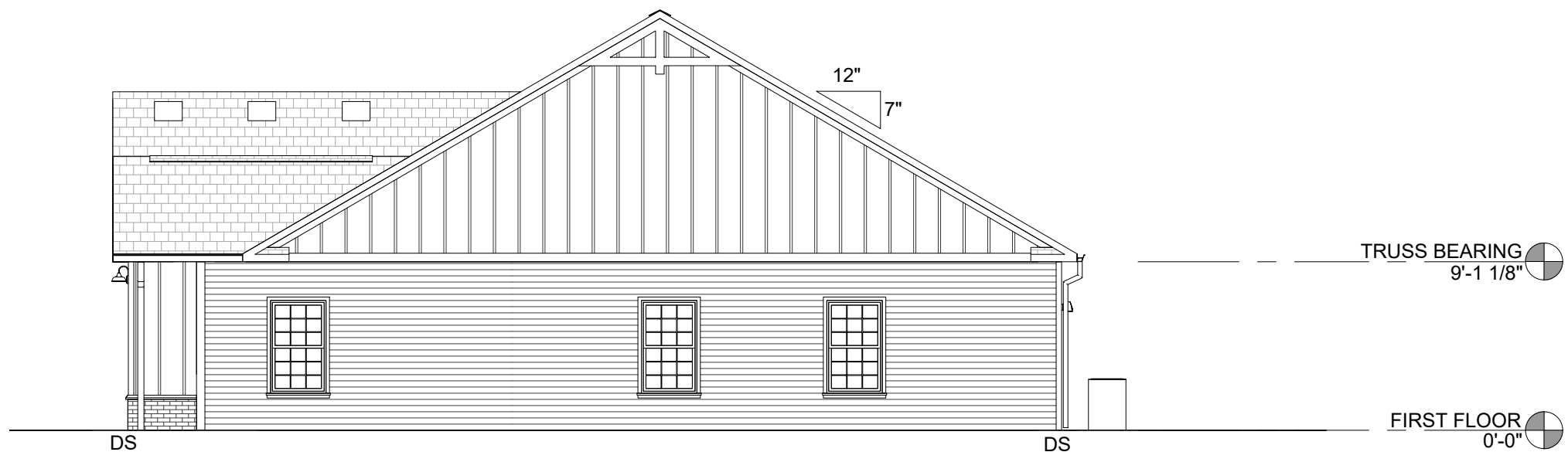
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- 

HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: ROCKSLIDE - ALTERNATES BETWEEN UNITS
- 

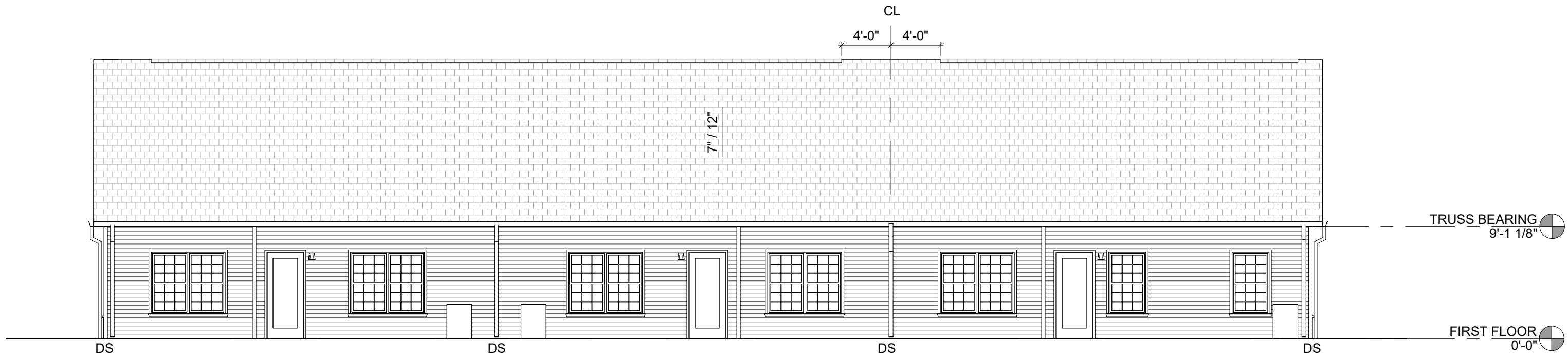
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- 

HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: WHITE - ALTERNATES BETWEEN UNITS
- 

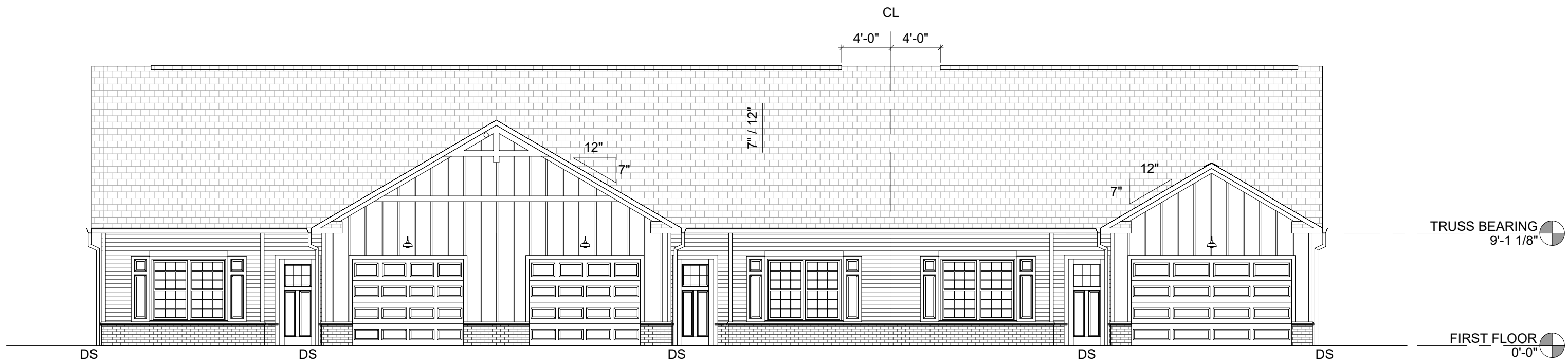
VINYL BOARD AND BATTEN -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "BOARD AND BATTEN", PROFILE: BOARD AND BATTEN, COLOR: WHITE



SIDE ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"



MAIN ENTRY ELEVATION
SCALE: 1/8" = 1'-0"



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RANCH HOME 3-UNIT
N MULBERRY RD NW
SHALLOTTE, NC

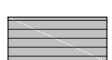
Drawn By
Checked By
Project Number

ELEVATIONS
DRAWING NO:

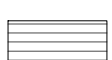
EL-1

EXTERIOR ELEVATION MATERIAL LEGEND

- 

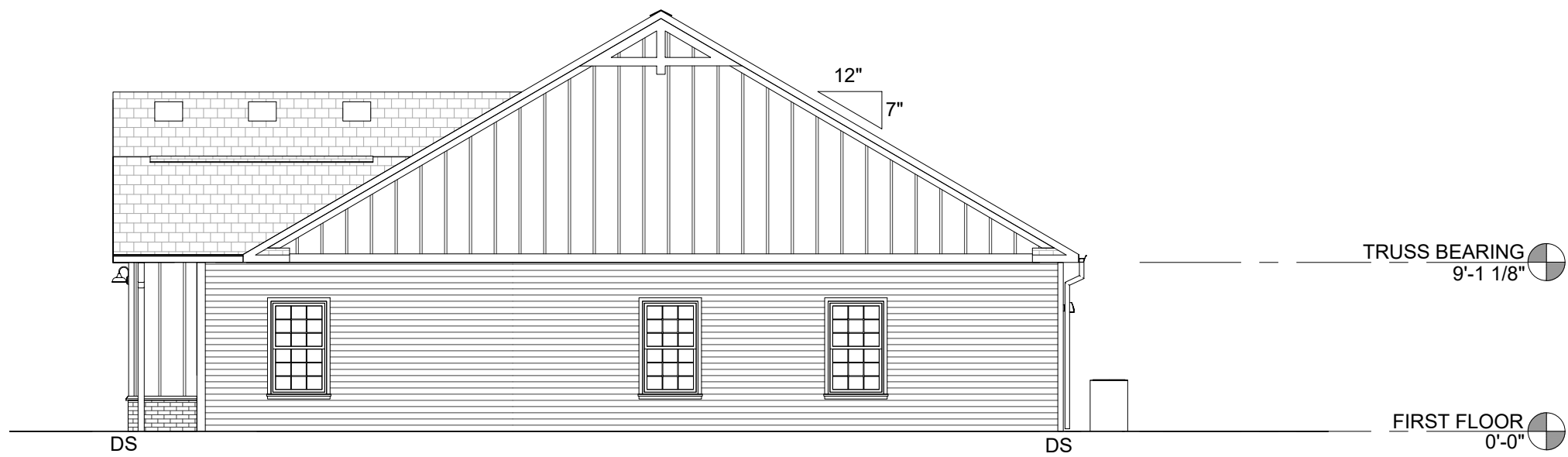
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- 

HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: ROCKSLIDE - ALTERNATES BETWEEN UNITS
- 

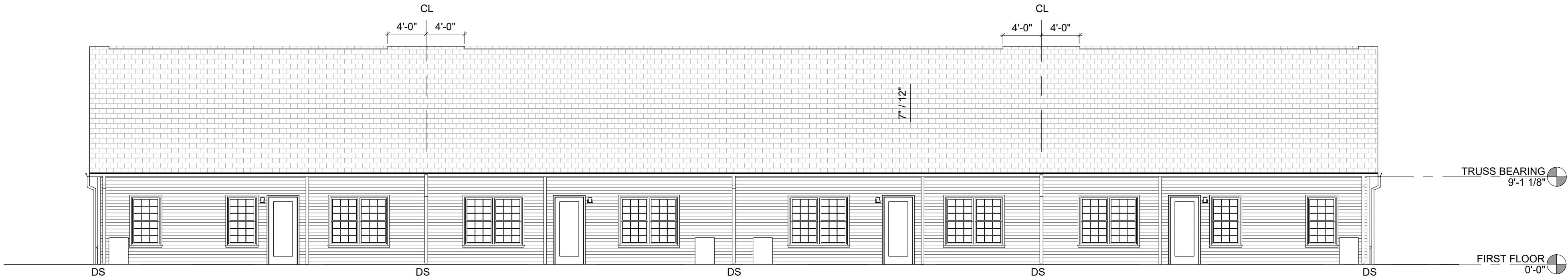
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- 

HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: WHITE - ALTERNATES BETWEEN UNITS
- 

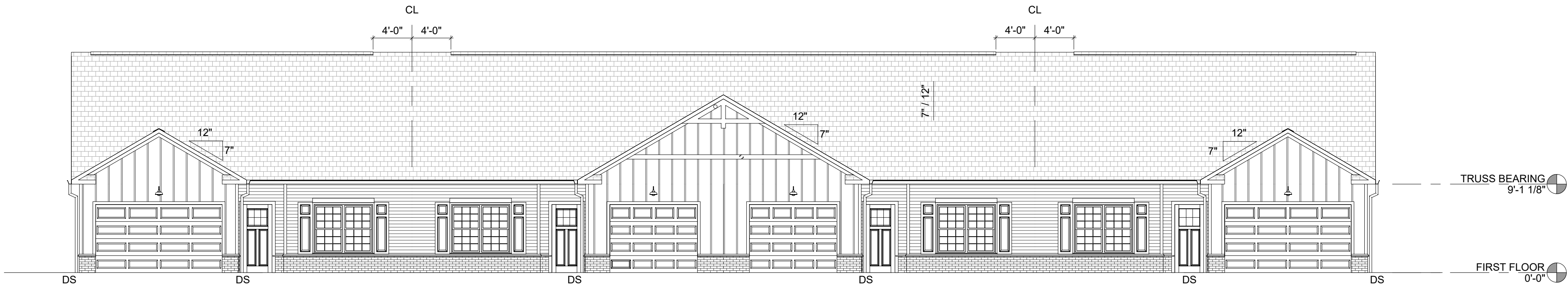
VINYL BOARD AND BATTEN -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "BOARD AND BATTEN", PROFILE: BOARD AND BATTEN, COLOR: WHITE



SIDE ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"



MAIN ENTRY ELEVATION
SCALE: 1/8" = 1'-0"

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RANCH HOME 4-UNIT
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SHALLOTTE, NC

Drawn By
Checked By
Project Number

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EL-2

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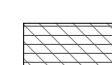

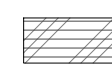

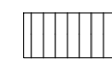
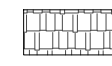
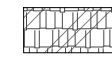
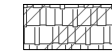
BUILDING A & B
N MULBERRY RD NW
SHALLOTTE, NC

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Checked By
Project Number

ELEVATIONS
DRAWING NO:

EL-3.1

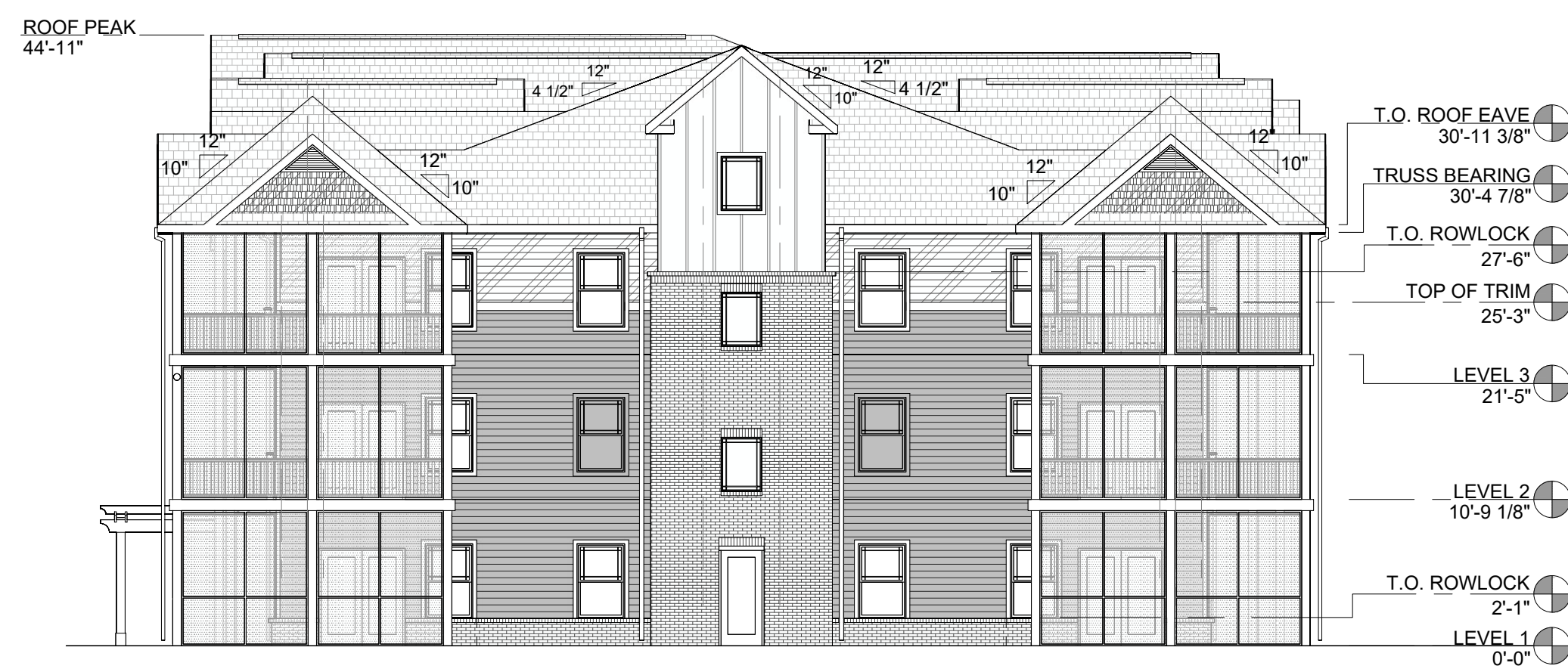
EXTERIOR ELEVATION MATERIAL LEGEND

-  HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: BLUE GRAY
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-  HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: WHITE
-  VINYL BOARD AND BATTEN -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "BOARD AND BATTEN", PROFILE: BOARD AND BATTEN, COLOR: WHITE
-  VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: BLUE GRAY
-  VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: STERLING
-  MODULAR BRICK -BASIS OF DESIGN: TBD



LEFT OF MAIN ENTRY ELEVATION

SCALE: 3/32" = 1'-0"



RIGHT OF MAIN ENTRY ELEVATION

SCALE: 3/32" = 1'-0"



MAIN ENTRY ELEVATION - LEFT

SCALE: 3/32" = 1'-0"



MAIN ENTRY ELEVATION - RIGHT

SCALE: 3/32" = 1'-0"



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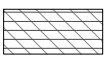
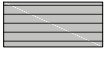






BUILDING A & B
N MULBERRY RD NW
SHALLOTTE, NC

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Checked By
Project Number

ELEVATIONS
DRAWING NO:

EL-3.2

EXTERIOR ELEVATION MATERIAL LEGEND

-  HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: BLUE GRAY
-  HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: ROCKSLIDE
-  HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: STERLING
-  HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: WHITE
-  VINYL BOARD AND BATTEN -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "BOARD AND BATTEN", PROFILE: BOARD AND BATTEN, COLOR: WHITE
-  VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: BLUE GRAY
-  VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: STERLING
-  MODULAR BRICK -BASIS OF DESIGN: TBD



REAR ELEVATION - LEFT
SCALE: 3/32" = 1'-0"



REAR ELEVATION - RIGHT
SCALE: 3/32" = 1'-0"



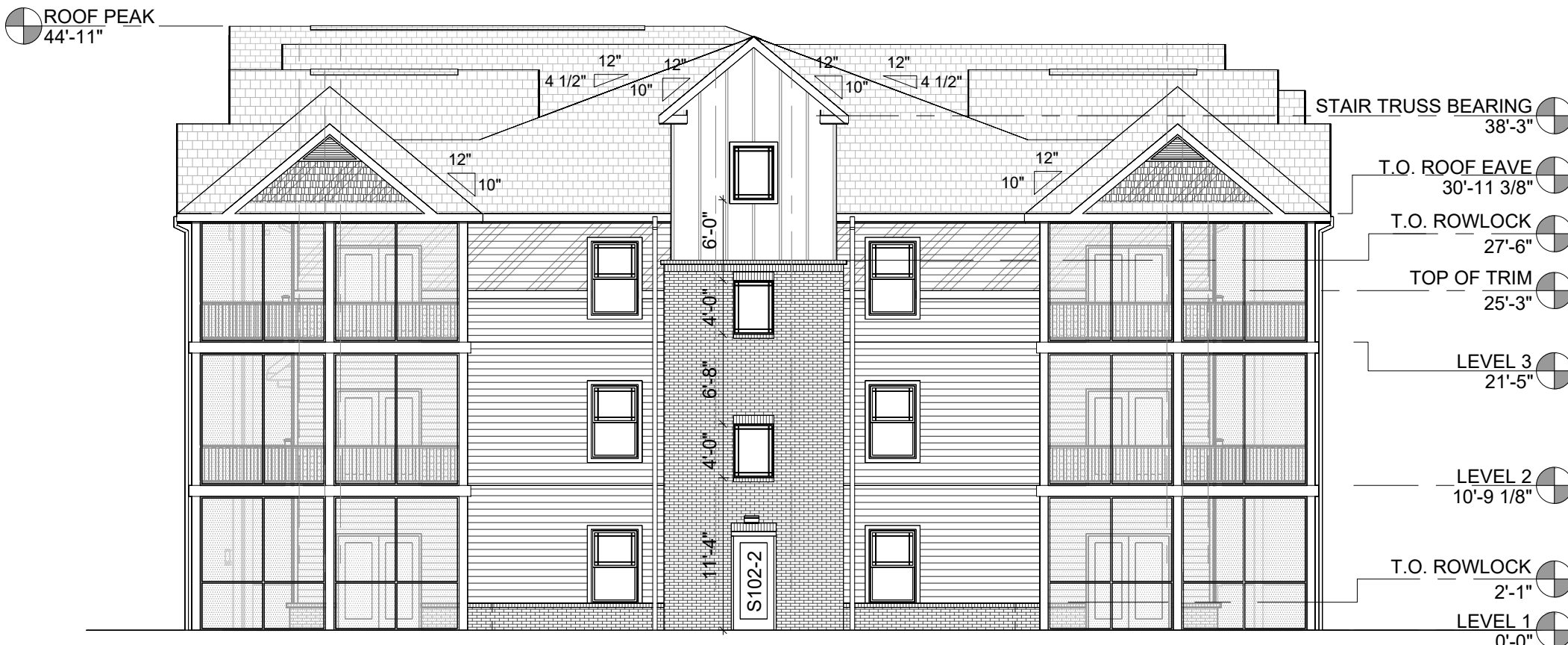
EXTERIOR ELEVATION MATERIAL LEGEND

- HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: BLUE GRAY
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- VINYL BOARD AND BATTEN -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "BOARD AND BATTEN", PROFILE: BOARD AND BATTEN, COLOR: WHITE
- VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: BLUE GRAY
- VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: STERLING
- MODULAR BRICK -BASIS OF DESIGN: TBD



SOUTH ELEVATION

SCALE: 3/32" = 1'-0"



NORTH ELEVATION

SCALE: 3/32" = 1'-0"



EAST ELEVATION - LEFT

SCALE: 3/32" = 1'-0"



EAST ELEVATION - RIGHT

SCALE: 3/32" = 1'-0"



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
BUILDING C
N MULBERRY RD NW
SHALLOTTE, NC


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
ELEVATIONS
DRAWING NO:


EL-4.1


EXTERIOR ELEVATION MATERIAL LEGEND


- 


HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: BLUE GRAY
- 


HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: ROCKSLIDE
- 

HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: STERLING
- 

HORIZONTAL VINYL SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "ESTATE ROYAL VINYL", PROFILE: D4 -0.044" THICK, COLOR: WHITE
- 

VINYL BOARD AND BATTEN -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS "BOARD AND BATTEN", PROFILE: BOARD AND BATTEN, COLOR: WHITE
- 

VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: BLUE GRAY
- 

VINYL SHAKE SIDING -BASIS OF DESIGN: MANUFACTURER: ROYAL BUILDING PRODUCTS, COLOR: STERLING
- 

MODULAR BRICK -BASIS OF DESIGN: TBD



WEST ELEVATION - LEFT

SCALE: 3/32" = 1'-0"



WEST ELEVATION - RIGHT

SCALE: 3/32" = 1'-0"



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BUILDING C
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CLUBHOUSE
N MULBERRY RD NW
SHALLOTTE, NC

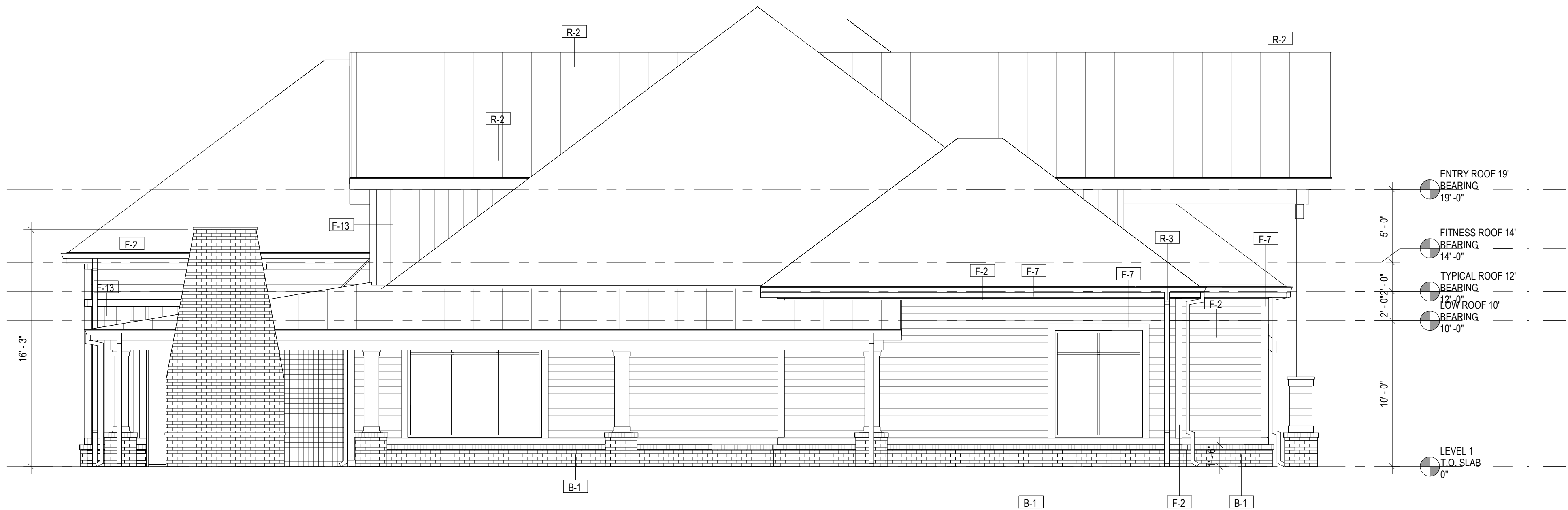
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DRAWING NO:

EL-5.1

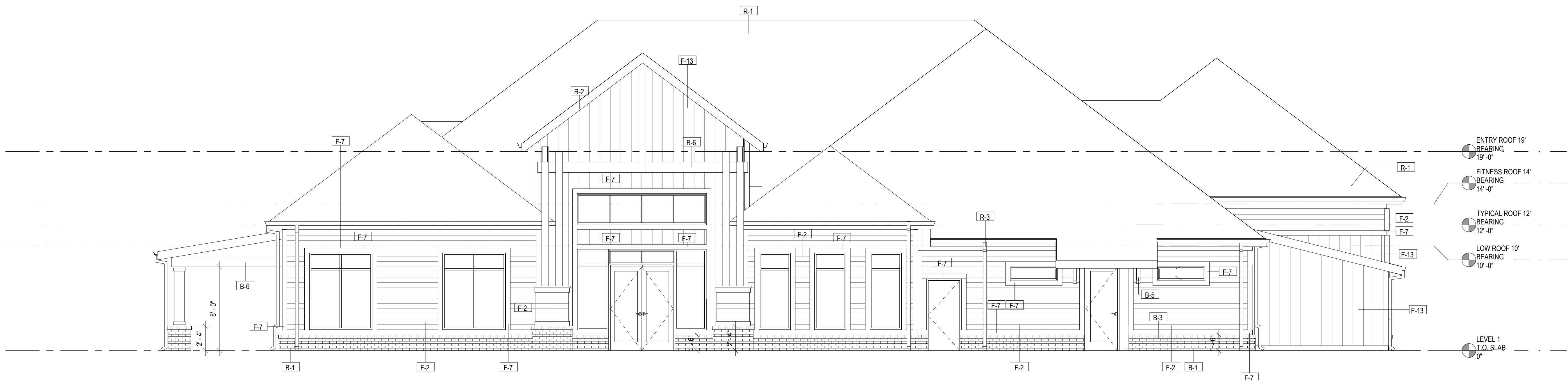
FINISH SCHEDULE

TAG	MATERIAL
B-1	MASONRY 1
B-3	BRICK ROWLOCK
B-6	BRACKET, REF STRUCTURAL DRAWINGS
B-6	WOOD BEAM
C-2	MAPES CANOPY
C-3	PRECAST CAP
F-2	FIBER CEMENT LAP SIDING 1 (WHITE) - 7" EXPOSURE
F-7	FIBER CEMENT TRIM 1X6
F-12	FASCIA BOARD, SEE A8 SHEETS FOR SIZE
F-13	FIBER CEMENT VERTICAL SIDING (WHITE)
F-14	FIBER CEMENT VERTICAL SIDING (BLUE)
P-2	PRECAST SILL
R-1	SHINGLE ROOF
R-2	STANDING SEAM METAL ROOF
R-3	ROOF GUTTER & DS. DS TO TIE INTO METAL BOOT REFER TO CIVIL
R-4	TPO ROOF
T-1	EXTERIOR TILE



SOUTH ELEVATION

SCALE: 3/16" = 1'-0"



EAST ELEVATION

SCALE: 3/16" = 1'-0"



GEIS COMPANIES
10020 Aurora-Hudson Rd
Streetsboro, Ohio 44241
PH: (330) 528-3500
FX: (330) 528-0008
www.geisco.net

DATES AND REVISIONS

04-30-25
CONCEPT

NOTICE

THIS ARCHITECTURAL
AND ENGINEERING
DRAWING IS GIVEN IN
CONFIDENCE. NO USE OR
DISSEMINATION MAY BE
MADE WITHOUT PRIOR
WRITTEN CONSENT
OF THE ARCHITECT. ALL
RIGHTS ARE HEREBY
SPECIFICALLY
RESERVED.
GEIS CONSTRUCTION

REVISIONS
REFLECTED IN
THESE DRAWINGS
INVOLVE CHANGES
TO CONTRACT
PRICE PREVIOUSLY
PROVIDED.
CHANGE ORDERS
WILL BE PROVIDED
FOR ALL CHANGES.
THESE CHANGES
ARE NOT IN THE
BASE BID.

CLUBHOUSE
N MULBERRY RD NW
SHALLOTTE, NC

Drawn By
Checked By
Project Number

ELEVATIONS
DRAWING NO:

EL-5.2

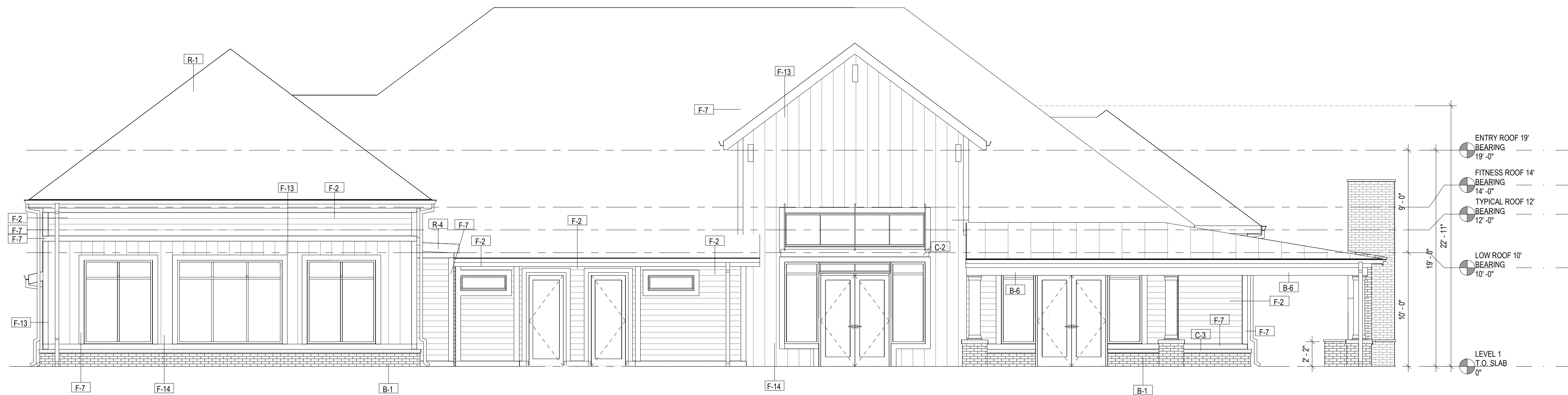
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TAG	MATERIAL
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R-4	TPO ROOF
T-1	EXTERIOR TILE



NORTH ELEVATION

SCALE: 3/16" = 1'-0"



WEST ELEVATION

SCALE: 3/16" = 1'-0"





STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

May 15, 2025

AJ Anastopoulos, PE
1426 Navaho Trail, #108
Wilmington, NC 28409

RE: Approval of the Traffic Impact Analysis (TIA) associated with the proposed
Cranwood Shallotte in Brunswick County, NC.

The NCDOT, Brunswick County, and Town of Shallotte staffs have reviewed the
Cranwood Shallotte TIA dated March 21, 2025. This development consists of:

- **84 dwelling units:** **Senior Adult Housing – Detached** **(LUC 251)**
- **224 dwelling units:** **Senior Adult Housing – Multifamily** **(LUC 252)**
 Build Year: 2026

Based on the review of the analysis provided in the TIA report, the following
improvements are required by the developer:

US 17 at Smith Avenue (existing signalized intersection)

- No improvements are required.

Express Drive/Smith Avenue at N Mulberry Road NW (existing unsignalized
intersection)

- No improvements are required.

N Mulberry Road NW at Site Access 1 (proposed unsignalized intersection)

- Construct the northbound approach (Site Access 1) with one ingress lane and one egress lane.
- Provide stop control for the northbound approach.
- Provide an internal protected stem of 75 feet, as measured from the right-of-way line.

If changes are made to the proposed site driveways, land uses, land use intensity, or
other study parameters, or if the build year studied in the report has passed, a revised

Traffic Impact Analysis will be required for review by NCDOT. Any such changes will null and void this TIA approval.

The applicant is required to obtain all applicable Brunswick County and NCDOT permits for access to the road network. A copy of this TIA approval shall be included with any NCDOT driveway permit application. All applicable NCDOT and Brunswick County technical standards and policies shall apply.

Please contact me at 910-398-9100 with any questions regarding this approval.

Sincerely,



Benjamin T. Hughes, PE
District Engineer
Division 3, District 3

- ec: Jon Roan, Deputy District Engineer, NCDOT
 Michael Bass, Assistant District Engineer, NCDOT
 Frank Mike, Assistant District Engineer, NCDOT
 Stonewall Mathis, PE, Division Traffic Engineer, NCDOT
 Bryce Cox, Senior Assistant Traffic Engineer, NCDOT
 Madi Lee, PE, Development Review Engineer, NCDOT
 Adrienne Cox, Division Planning Engineer, NCDOT
 Michelle Howes, PE, Corridor Development Engineer, NCDOT
 Robert Waring, Planning Director, Town of Shallotte
 Brandon Eaton, Planner, Town of Shallotte
 Marc Pages, Brunswick County Planning
 Helen Bunch, Brunswick County Zoning Administrator



East Coast Engineering, P.C.

ENGINEERS•PLANNERS•CONSULTANTS

Delivery by Hand

May 2, 2025

Robert Waring, Town Planner

Town of Shallotte
106 Cheers Street – PO Box 2287
Shallotte, NC 28459

Subject: Cranwood Shallotte
TRC Comment Response Package

Dear Mr. Waring:

On behalf of our Cranwood Shallotte LLC., please see below our responses from the TRC review letter dated April 17, 2025:

Planning & Zoning

1. The initial address will be 505 North Mulberry, this may change in the future as the property is developed
 - [Acknowledged, thank you.](#)
2. Please note this property is shown as Medium Density Residential and General Commercial
 - a. Please be prepared to thoroughly support your project as it relates to the Town's 2018 Land Use Plan
 - [Acknowledged, thank you.](#)
3. Will the project qualify for any tax credit or rent subsidy?
 - [No.](#)
4. We will need a copy of the TIA as a separate document
 - [A copy of the draft Traffic Impact Study is provided in this resubmittal](#)
5. Road names to be submitted to Brunswick County for approval
 - a. 911 will require the drive/road between the buildings be named.
 - [Acknowledged, thank you.](#)
6. Application list Parcel ID # 1810002402 & 18100024, agent authorization form also lists 1810005806, please confirm which parcels are involved in proposed rezoning.

- Tax parcel 1810005806 was listed on the agent authorization form for us to complete any design on that parcel. This parcel was not listed on the conditional rezoning submittal as it is not proposed to be rezoned. This parcel provides an access easement for the emergency access roadway.
7. Application lists project size as 54.04 acres, please confirm that this is correct.
 - The two parcels listed on the conditional rezoning application are to be subdivided as shown on the site plan (Sheet C1.0). The acreage listed is correct 54.04 acres.
 8. Parcel # 1810002402 is in the Town's ETJ, this parcel will have to be annexed prior to sewer connection.
 - a. This can be done concurrently, please let staff know when to expect this application
 - We do not have the voluntary annexation completed at this time but will submit prior to requesting sewer allocation.
 9. Will the project be constructed in multiple phases?
 - The project will be completed in 4 phases as shown on the attached phasing plan.
 10. Will there be any subdivision for the townhome sites?
 - No subdivision of the Townhomes sites are proposed as these are rental units.
 11. Please explain the "potential road" note on C2.0
 - This note has been removed and was a legacy note leftover from our original planning.
 12. Are these intended to be public roads or private enteral drives?
 - a. Public roads will be designed and constructed to NCDOT standards
 - b. If public, please provide cross section
 - Acknowledged. The roadways are labeled on the site plan to indicate which sections of roadway are private and which are intended to be public. A cross-section of the proposed public roadway has been added to the site plan.
 13. Roads/drives should be labeled as either private or public
 - See comment 12 above.
 14. If private, staff will recommend that either 5' wide sidewalks be included for both sides of the drives or an 8' wide multi-use path along one side (throughout).
 - While we certainly appreciate the staff's recommendation regarding sidewalks for the private roads, we would like to propose an alternative as this is not a typical subdivision. We have proposed 6-ft sidewalks throughout the development for walkability as shown on the attached site plan. All crosswalks will be clearly delineated. It should also be noted that very little traffic will be generated by the senior targeted age demographic within this community further reducing the need for sidewalks on both sides of all roads.
 15. Staff will recommend that the gated access be designed as a full access available to the residents

- The revised gated access shown on the site plan will allow all residents of the community access. Commuters of the Brunswick senior center will be able to access the site's overflow parking without the need to get past the proposed gated location.
16. Additionally, staff will request that this be designed/constructed as a public road and turned over to the Town for public maintenance
- Only sections shown on the site plan as public are intended to be dedicated to the Town after construction. We will design all private roadways to meet or exceed the minimum requirements set forth by the NCDOT subdivision design manual.
17. Please provide boundary buffer details including width and planting types/quantities along any area abutting existing residential lots or residential uses.
- We will of course provide a landscaping plan prior to final approval of this development. However, currently we do not want to unnecessarily engage with a landscape architect until we have more assurances from the Town that the project is moving forward as proposed. With that being said, we have proposed a 25-ft buffer along all portions of the property which abut residential uses. This is more than the minimum 10-ft buffer requirement prescribed by the Town's UDO. We request the project to be approved with the condition that a landscaping plan must be approved prior to final zoning approval.
18. Project boundary buffer needs to extend the length of the project's northern boundary, Sec. 9-5
- The area mentioned has been revised to show a buffer in this area.
19. Please show how heritage trees will be preserved/replaced
- a. Staff would strongly encourage open space areas to be replanted so as to replace/maintain native tree canopy.
 - Heritage trees that are proposed to be removed per the tree impact plan will be replaced as prescribed by the UDO. We will certainly accommodate the staff's recommendation to replace some of these trees within the common areas. As mentioned in the comment above, a landscaping plan will be provided prior to final zoning approval and will depict the size, location and type of native trees proposed.
20. Indicate the type of open space proposed
- The open space intended to count towards the total recreational open space requirement have been labeled accordingly.
21. Provide building elevations
- Building elevations are provided as part of this submittal.
22. Please label buildings with # of floors proposed
- The number of floors for the different buildings has been called out on the plans. Additionally, the requested building elevations will aid in any confusion.
23. Show location of street/parking lot lighting

- All parking is shown on the site plan. No on-street parking is proposed unless delineated by a parking stripe on the site plan. A lighting plan will be provided (likely by Brunswick Electric) prior to final zoning approval. This plan will meet all the Town's lighting requirements.
24. Will there be a rental/management office on site?
- There are not currently any provisions for rental or management onsite. However, a remote management company will be in place as many other rental developments use.
25. A full site & landscape plan application will be required for staff (TRC) review upon Board approval of the rezoning.
- Acknowledged.
26. Please note that once approved, major deviations from approved plans as detailed in Sec 12-14 will have to go back through the CZ process
- Acknowledged and noted on the site plan.
27. Note, all signs permitted separately
- Acknowledged.
28. To avoid confusion, Development signs should be considered during planning.
- Acknowledged. No sign proposed at this stage of design.
29. For apartments/duplex and/or townhomes. I will need the bedroom count per unit to determine sewer assessment fees. These fees are to be paid prior to construction, when applying for a zoning permit.
- Acknowledged. Bedroom counts will be provided. No units exceed three bedrooms which the Town has the State granted sewer flow reduction of 210 gallons per unit per day.

Shallotte Utilities

1. If the conditional zoning is approved detailed utility plans will need to be submitted to the town engineer for their comments.
 - Acknowledged.
2. All sewers must be permitted by the state prior to construction of sewer lines, lift-stations, etc.
 - Acknowledged.
3. You must have an Authorization to Construct letter from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.
 - Acknowledged.
4. A final for the state permits will be required prior to Final Plat or any sewer connections.
 - Acknowledged.
5. Lift station is to be located on a separate parcel and deeded to the town upon dedication of the utility to the Town.

- Acknowledged.
6. Correct As-builts in CAD form needs to be submitted to the Town's engineer prior to c/o.
 - Acknowledged.
 7. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town.
 - Acknowledged.
 8. Landscape cannot block access to sewer meter and lines or lift station(s). Debra White, CZO, Development & Regulatory Compliance Manager
 - Acknowledged.
 9. Public or Private streets?
 - See planning comments above.
 10. In other Multifamily communities in Shallotte the owner has kept the onsite sewer private, and the Town has taken ownership of the lift station and exiting force main. What is the intent here?
 - The intent here is that the entire system be dedicated over to the Town. However, we are willing to work through this process with staff once we begin design of the utilities and we know the required depth of gravity sewers, etc...
 11. There is minimum cover gravity sewer that would need to be crossed at the tie in location for the Senior Center.
 - Acknowledged. This connection to the senior center is now just a pedestrian crosswalk. All minimum covers shall be observed in design.
 12. Will the lift station be in a flood zone?
 - The lift station is proposed out of the existing flood zone.

Dan Formyduval Public Works Utility Supervisor

Town Engineer

Stormwater Permitting:

1. A Town of Shallotte Stormwater Permit will be required in accordance with the Town of Shallotte Stormwater Quality Management Discharge Control Ordinance.
 - Acknowledged.
2. This development will require permitting with NCDEQ; please provide copies of NCDEQ Erosion and Sediment Control permits and Stormwater permits with final design submissions.
 - Acknowledged.
3. No proposed grading or stormwater infrastructure is shown, and the stormwater ponds do not appear to be designed but conceptual at this point, so no review provided.

- Acknowledged. We are still in the planning stage but will provide detailed design plans as we progress through the various permitting stages.

General Engineering

1. Please note the plans show over 500 linear foot of wetland impacts for a proposed roadway on the south of the property. Development is also shown to cross wetlands in multiple other locations, and close to wetlands. No proposed grades are shown to review.
 - After discussion with the project Environmental Consultant, Southern Environmental Group, we have elected to remove the long wetland crossing. All roadway grades will be provided as we move forward past the initial planning stage and conditional rezoning.

Utilities:

1. Please note the plans show over 500 linear foot of sewer forcemain within wetlands. It is possible that the sewer mains may be required to extend in front of all multi-family units, please review NCDEQ Minimum Design Criteria, and coordinate with Town of Shallotte Public Works for design criteria prior to submission of final design. The sewer design does not appear to be completed at this point but conceptual.

- See comment above.

Elizabeth Nelson, PE Elizabeth@eliengineering.net

Shallotte FD

1. 1. See attached.

- Acknowledged, thank you.

TRC comments are provided by Paul Dunwell, Fire/Rescue Chief; Emergency Management Coordinator pdunwell@townofshallotte.org.

Shallotte PD

1. No comment

- Acknowledged, thank you.

Adam Stanley, Chief of Police astanley@townofshallotte.org

Brunswick County Code Admin/Fire Marshall

1. Would need utility plans to show location of underground fire lines, post indicator valves, and backflow prevention devices (or indicate if in Riser Room).
 - Detailed utility plans will be provided after conditional rezoning approval.
2. Need to show Fire Department Connection locations for the sprinkler buildings.
 - See comment above.
3. The fire apparatus access roads shall be within 150 feet of all exterior portions of the Ranch Style Unit Homes.
 - We have revised the ranch style units to meet the fire code hose lay distance.

4. This is measured by an approved route from the fire apparatus road around the building.
 - [Acknowledged. Thank you](#)
5. Please refer to Brunswick County Engineering on spacing of hydrants as 500 feet and 400 feet for multifamily.
 - [See utility plan for fire hydrant layout. We will submit more detailed plans once we move forward past conditional rezoning and into actual civil design/permitting.](#)
6. A fire development permit will be required for the site- 1,000 GPM minimum for residential and 1,500 GPM minimum for commercial. Please refer to the Brunswick County Fire Prevention Ordinance for specific requirements.
 - [Acknowledged, thank you.](#)

Joe Oliver, Brunswick County, Deputy Fire Marshal 910-676-4392
Joseph.oliver@brunswickcountync.gov

Brunswick County Engineering

1. No comments received

William L. Pinnix, P.E. Director of Engineering, Brunswick County
William.Pinnix@brunswickcountync.gov

Brunswick County Building Inspections

1. No comments received.

Jeff McIntosh jeff.mcintosh@brunswickcountync.gov

Brunswick County Floodplain

1. No comments received.

James Paggioli, CFM, Floodplain Administrator, Brunswick County

Brunswick County 911

1. No comments received.

Brian Ross, Deputy Director - Central Communications Division, Brunswick County Sheriff's Office brian.ross@brunswickncsheriff.gov

NCDOT

1. No comments received.

USACE

1. The large wetlands crossing on the SE portion of the development is not needed and does not show minimization.
 - [This wetland crossing has been removed from our plans.](#)

2. If interconnectivity is needed then why can they not connect into the parking lot to the SE like they did near the senior center?

- See comment above.

David Moose Regulatory Specialist, US Army Corps of Engineers (910) 251-4810
David.e.moose@usace.army.mil

General Utility Notes Pertaining to TRC Review Permitting and Policy

1. Allocation of sewer is issued to only 60 lots at a time.
2. All sewer must be permitted by the state prior to construction of sewer lines, liftstations, etc.
3. You must have an "Authorization to Construct" letter from the state prior to beginning any digging or installing of sewer lines, meters, lift-stations, etc.
4. A final for the state permits we be required prior to any sewer connections.
5. Gravity sewer is to be installed wherever possible. Pressure Sewer is only allowed by the approval of the Board of Aldermen. (Code of Ordinances 52.030 B)
6. Must have easement access to lift station and all sewer lines.
7. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town. Roads dedicated to the Town will be repaired.
8. Associated fees must be paid prior to issuance of permitting.
9. Pre-construction meetings will be coordinated with the Public Works Supervisor prior to breaking ground.
10. Engineer of record for the project or their representative is expected to be present for pressure testing.
11. Lift Station is to be on a separate parcel which is included with the dedication of the utility to the Town.
12. The minimum sewer easement width is 20'.
13. Need at least a 10-foot utility easement on both side of the roads

- All acknowledged, thank you.

Multi-Family

1. Connections of to multi-family rental dwellings shall be required to be supplied through a master meter and billed and charged for installation and billing purposes to a viable management company or firm and for the owner of the project. Connections to multifamily dwellings that are intended to be individually owned shall be separately metered and billed to individual owners. (Town of Shallotte Code of Ordinance 51.22 (F)).
2. (In reference to #1) If installation of a master meter constricts fire flow, each building can be individually metered - but all bills will be sent to viable management company or firm and for the owner of the project and not to individual units.

- All acknowledged, thank you.

Engineering and Inspections

1. Detailed utility plans must be submitted to the town engineer (dbowman@atmc.net) and the Public Works Department for comments.
2. Correct As-builts in CAD form need to be submitted to the Town's engineer prior to c/o.
3. Engineer of record for the project or their representative is expected to be present for pressure testing.
4. A minimum of 48 hours notice is required for inspections.
5. The Town reserves the right to notify parties responsible for enforcing NPDES storm water rules and regulations should the need arise.

- All acknowledged, thank you.

Please see below the various components included within this submittal:

- A copy of the draft Traffic Impact Study;
- One digital set of conditional zoning plans including all noted revisions, and,
- One digital set of building elevations provided by Geis Companies.

Should you have any questions or comments, please do not hesitate to contact our office at your convenience.

Sincerely,



Jackson Starling, PE
Project Manager
jstarling@eces.biz

Enclosures

pc: Mr. Ron Rudman (Cranwood Shallotte, LLC.) w/Attachments
Mr. Pete Powers (Cranwood Shallotte, LLC.) w/Attachments

File: 2832 (Cranwood Senior Living, Shallotte, NC)

Table 10-2: Table of Permitted Uses

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	L1	HI	C	PUD
RESIDENTIAL – HOUSEHOLD LIVING															
DWELLING, MULTI-FAMILY [pursuant to 10-3(H)]	S	S	S				S	S	S	S					P
DWELLING, SINGLE-FAMILY (excluding manufactured homes)	P	P	P	P	P	P	S	S	S	S	P				P
DWELLING, TWO-FAMILY (DUPLEX)	P	S	P				S	S	S	S					P
MANUFACTURED HOME, CLASS A [pursuant to 10-3(Q)]			P			P									
MANUFACTURED HOME, CLASS B [pursuant to 10-3(Q)]			P			P									
MANUFACTURED HOME PARK [pursuant to 10-3(S)]			S			S									
RESIDENTIAL CLUSTER DEVELOPMENT [pursuant to Article 13]	S	S		S			S	S	S						S
Residential Micro-grid Solar Collector Battery Storage System (pursuant to Article 31)	P														
RESIDENTIAL – GROUP LIVING															
ADULT CARE HOME	S									S	S				
ALCOHOL AND/OR SUBSTANCE ABUSE REHABILITATION FACILITIES, RESIDENTIAL (Six or fewer residents)		P	P	P	P										
ASSISTED LIVING RESIDENCE	S							S		S	S				S
FAMILY CARE HOME	P	P	P	P	P	P		S	S	S	P				P
MULTI-UNIT ASSISTED HOUSING WITH SERVICES	S							S		S	S				S
NURSING HOME	S							S		S					P
ACCOMMODATION SERVICES															
BED AND BREAKFAST	S	S	S	S	S	S	S	S	S	S	S				S
MOTELS/HOTELS [pursuant to 10-3(V)]							S	S	S	S					
TRAVEL TRAILER AND RECREATIONAL VEHICLE PARKS/CAMPGROUNDS [pursuant to 10-3(FF)]	S		S			S				S					
PUBLIC & CIVIC															
ALCOHOLIC BEVERAGES PACKAGED, RETAIL							P	P							
AMBULANCE SERVICE/RESCUE SQUAD								P		P	P	P	P	P	
BOAT RAMPS									S						
NON-MOTORIZED (CANOES, KAYAKS, BOAT LAUNCH)							S								
BUILDINGS, GOVERNMENTAL	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
CEMETERY [pursuant to 10-3(D)]					S	S				S					S
CHURCH	S	S	S	S	S	S	S	P	P	P					P
CIVIC, CHARITABLE, POLITICAL, FRATERNAL, SOCIAL, AND RELIGIOUS ORGANIZATIONS							P	P		P	P				
GAZEBO/PIERS/DOCKS, COMMUNITY ¹ [pursuant to 10-3(K)]	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
GAZEBO/PIERS/DOCKS, PRIVATE ¹ [pursuant to 10-3(L)]	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
GAZEBO/PIERS/DOCKS, PUBLIC ¹	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
HOSPITALS			P					P		P					
NATURE OBSERVATION POINTS	S	S	S	S	S	S	S	S	S	S	S			S	
PARKS, PLAYGROUNDS, AND RECREATION CENTERS, OWNED AND OPERATED BY NON-PROFIT CIVIC ORGANIZATIONS [pursuant to 10-3(Y)]	P	P	P	P	P	P	P	P	P	P	P	P	P	S	P

¹As permitted by CAMA.

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	L1	HI	C	PUD
PARKS, PLAYGROUNDS, AND RECREATION CENTERS, MUNICIPALLY OWNED	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
PARKS AND RECREATION AREAS (other governmental) [pursuant to 10-3(Z)]	P	P	P	P	P	P	P	P	P	P	P	P	P	S	P
SCHOOL, PUBLIC AND PRIVATE	S	S	S	S	S	S	S	P		P					S
US POSTAL SERVICES							S	P		S		P			S
RECREATION, ENTERTAINMENT, AND PUBLIC ASSEMBLY															
ADULT AND SEXUALLY ORIENTED BUSINESSES [pursuant to Article 24]													S		
BILLIARD AND POOL HALLS								S		S					
BOWLING ALLEYS								P		P					
RECREATIONAL FACILITY (INDOOR-PRIVATE)							S	P	P	P	P				
DANCE HALLS										P					
DRIVE-IN THEATERS										S					
ELECTRONIC GAMING OPERATION [pursuant to 10-3(I)]												S			
ENTERTAINMENT ESTABLISHMENTS (GAMES, AMUSEMENT CENTERS, ETC.)							S	P		P					
GOLF COURSE, MINIATURE								S		S					
GOLF DRIVING RANGE								S		S					
GOLF, SWIMMING, AND TENNIS CLUBS [pursuant to 10-3(M)]	S	S		S	S	S	S	P	S	P					S
HEALTH CLUBS							S	P	P	P					P
INDOOR THEATER							P	P		P					
MARINA [pursuant to 10-3(T)]	S	S	S	S	S	S	S		P						S
RECREATION FACILITY, PRIVATE							S	S	S			S			S
SKATING RINKS								S		S					
VIDEO ARCADES							S	P		P					
COMMERCIAL SALES AND RENTALS															
ANTIQUE SHOPS							P	P	P	P	S				
ARTIST AND CRAFTSMAN STUDIOS, DISPLAYS, OR SHOPS							P	P	P	P					P
AUTOMOBILE AND TRUCK DEALERS								S		S		P			
AUTOMOBILE PARTS AND SUPPLY STORE								P		P					
AUTOMOBILE (INCLUDING TRUCKS) AND/OR TRAILER RENTALS							S	S		S					
BANKS, FINANCIAL INSTITUTIONS							P	P	P	P					P
BOAT SALES AND SERVICE								P	P	P					
BOAT STORAGE								S	S	S					
BOOK STORES							P	P		P					
BUILDING MATERIALS SALES AND STORAGE								S		S		P			
CARPET AND RUG DEALERS							S	P		P		P	P		
CELLULAR TELEPHONE STORES							P	P		P	P				
CLUB, PRIVATE							S			S					
COFFEE SHOPS							P	P		P					
CONVENIENCE FOOD STORES								P		P		P			P
CONVENIENCE STORES WITH EXISTING GAS PUMPS							S	P		P					P
CONVENIENCE STORES (NEW CONSTRUCTION) WITH GAS PUMPS								P		P					
CONSIGNMENT SHOPS, USED MERCHANDISE							P	P		P	P				

PERMITTED USES	MF-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	LI	HI	C	PUD
COMPUTER AND ASSOCIATED EQUIPMENT STORES							P	P		P					
ELECTRICAL AND ELECTRICAL MACHINERY, EQUIPMENT AND SUPPLIES								S		S		P			
FARMER'S MARKET							S	P		P		P			
FLEA MARKETS/VENDOR MARKETS							S	S		S		P			
FLORIST SHOPS							P	P	P	P					P
FOOD STORES (less than 5,000 SF)							P	P		P					P
FOOD, BEVERAGE, & CRAFT BREWING PROCESSING AND PRODUCTION WITH RETAIL SALES							P	P	P	P					
FUEL AND ICE DEALERS												S	S		
FURNITURE AND FIXTURES							S	P		P		P			
GAS COMPANIES												P	P		
GLASS AND MIRROR REPAIR SALES								P		P		P	P		
GROCERY STORES (5,000 SF or greater)							S	P		P					
HARDWARE STORES							S	S		S		P			P
ICE CREAM PARLORS AND LIKE ESTABLISHMENTS							P	P		P					
ICE VENDING MACHINES (AUTOMATIC)								P		P					
LAWN AND GARDEN STORES							P	P		P					
LEATHER PRODUCTS (no tanning)							P	P		P					
LUMBER AND WOOD PRODUCTS, SALES [pursuant to 10-3(O)]							S	S		S		P	P		
MANUFACTURED HOME SALES AND SERVICE										S					
MEASURING, ANALYZING, CONTROLLING, AND OPTICAL GOODS, WATCHES, CLOCKS							P	P		P		P			
MICROBREWERY (5,000 SF or less and production of less than 1,000 barrels per year)							P	P							
MOTION PICTURE PRODUCTION AND DISTRIBUTION												P	P		
MOTORCYCLE SALES AND SERVICES								S		S					
OUTSIDE STORAGE FACILITY [pursuant to 10-3(X)]								S							
PAWNSHOP OR USED MERCHANDISE STORE								P		P					
PET SALE & SUPPLIES (excluding kennel activities, breeding operations, and/or outside storage of animals)							P	P		P					
POTTERY AND RELATED PRODUCTS							P	P	P	P		P			
PRINTING AND PUBLISHING ESTABLISHMENTS							S	S		S		P	P		
PRINTING, COMMERCIAL							S	S		S		P	P		
RE-UPHOLSTERY AND FURNITURE REPAIR								P		P		P	P		
RECREATIONAL VEHICLE AND UTILITY TRAILER SALES AND SERVICE								S		S		P			
REFRIGERATION, HEATING, AND AIR CONDITIONING MACHINERY								S		S		P			
REPAIR SHOPS (radio, television, small appliances, shoes, etc.)							P	P		P		P	P		
RESTAURANTS							P	P	P	P					P
RETAIL SALES ESTABLISHMENTS (less than 5,000 SF)							P	P	P	P		P			P
RETAIL STORES (5,000 SF or greater)							S	P		P					
RETIREMENT/ELDERLY FACILITIES							P	P	S						P
SEAFOOD MARKET							P	P	P	P		P			
TOBACCO/VAPE SPECIALTY STORE [pursuant to 10-3 (GG)]								P		P		P			
TIRE DEALERS AND SERVICE								S		S		P			
UPHOLSTERY SHOPS								P		P		P	P		
VIDEO RENTAL							P	P		P					P

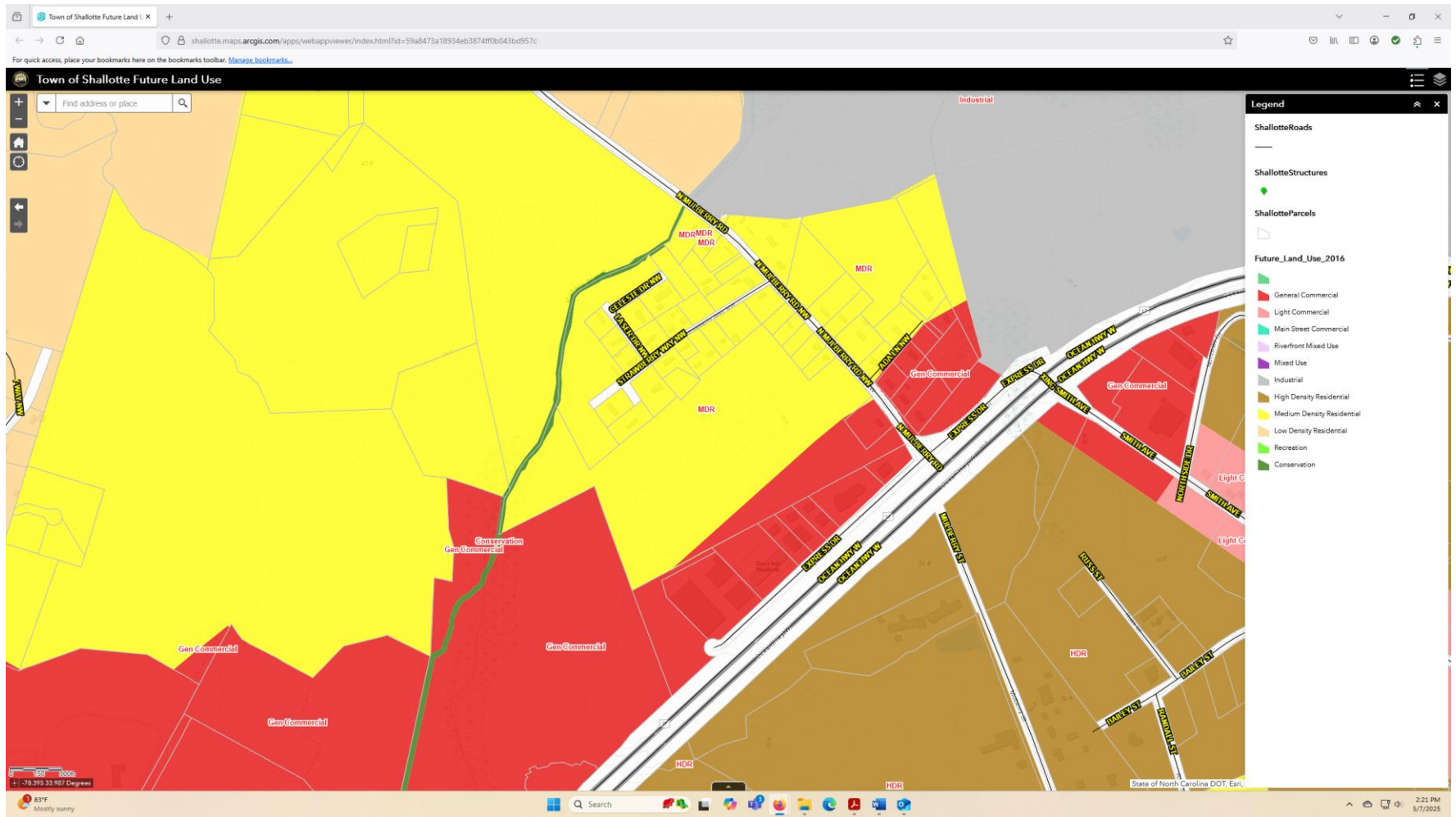
PERMITTED USES	MF-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	L/I	HI	C	PUD
WATER DEPENDENT COMMERCIAL USES							S	S	S						
OFFICE AND COMMERCIAL SERVICE															
ALCOHOLIC AND/OR SUBSTANCE ABUSE REHABILITATION SERVICES, NON-RESIDENTIAL								P		P	P	P	P		
ANIMAL HOSPITALS/ VETERINARIANS [pursuant to 10-3(B)]								P		P					
AUTOMATED TELLER MACHINES (STAND ALONE)								P	P	P	P				
AUTOMOTIVE REPAIR FACILITY [Tier 1]										P		P			
AUTOMOTIVE REPAIR FACILITY [Tier 2]										S					
AUTOMOTIVE REPAIR FACILITY [Tier 3]												P			
AUTOMOBILE SERVICE STATION With Fuel Pumps								S		P					S
BARBER AND BEAUTY SHOPS							P	P	P	P	P				P
BAIL BONDING SERVICES								P		P	P				
CALL CENTER								P		P			P		
CAR WASHES								S		P		P			
CARPET AND UPHOLSTERY CLEANERS										S		P			
CATERING ESTABLISHMENTS							P	P	S	P					
COLLEGES, UNIVERSITIES, & PROFESSIONAL SCHOOLS								P		P	P				
CONTRACTORS, BUILDING (with storage)										S		P			
CONTRACTORS, EQUIPMENT										S		P			
CONTRACTORS, HEAVY CONSTRUCTION										S		P			
CONTRACTORS, SPECIAL TRADES (no storage)								P		P		P			
COPY CENTERS							P	P		P					
DAY CARE FACILITIES [pursuant to 10-3(F)]								P		P					S
DAY SPAS							P	P		P					
DIALYSIS CENTERS								P		P	P				
DIET CENTERS								P		P	P				
DRY CLEANERS AND LAUNDRIES [pursuant to 10-3(G)]							P	P		P		P			
ELECTRONIC DATA PROCESSING								P		P	P	P	P		
ENGINEERING, ARCHITECTURAL, AND SURVEYING OFFICES							P	P	P	P	P	P			
EXTERMINATING SERVICES												P	P		
FORTUNE TELLERS (to include Palm Readers, Crystal Ball Reading, Tarot Card Reading, and similar fortune telling techniques).								S		S		S			
FUNERAL HOME [pursuant to 10-3(J)]								S		S		S			
GROOMING SERVICES, ANIMALS								P		P		P	P		
INDUSTRIAL RESEARCH OFFICES AND LABORATORIES												P	P		
KENNEL OPERATIONS, BOARDERS, BREEDERS, AND ANIMAL SHELTERS (no outside pens, no permanent outside boarding, all operations must be located in the rear yard and must not be visible from any right-of-way) [pursuant to 10-3(N)]								S		S		P	P		
LABOR UNIONS							P	P		P					
LABORATORIES								P		P	P	P			
LOCKSMITH, GUNSMITH							P	P		P		P			
MENTAL HEALTH, INPATIENT											S	S			
OFFICE, ACCOUNTANTS CERTIFIED PUBLIC							P	P		P	P	P			
OFFICES, INCLUDING BUT NOT LIMITED TO PROFESSIONAL SERVICES (ATTORNEY, DOCTOR, HEALTHCARE PROFESSIONAL, STAFFING ETC.)							P	P	P	P	P	P			P

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	L/I	HI	C	PUD
PHOTOGRAPHERS							P	P	P	P	P				P
SUBSTANCE ABUSE TREATMENT FACILITY, INPATIENT								S			S				
SUBSTANCE ABUSE TREATMENT FACILITY, OUTPATIENT								P		P	P				
TATTOO AND BODY PIERCING ESTABLISHMENTS [pursuant to 10-3(DD)]								S		S		S			
TAXIDERMIST								S				P	P		
TEACHING STUDIO (including fine arts, yoga, martial arts, etc.)							P	P		P	P				
VETERINARY SERVICES WITH CLOSED PENS												P	P		P
INDUSTRIAL, MANUFACTURING, AND HEAVY REPAIR															
APPAREL & ACCESSORY MANUFACTURING												P	P		
ASPHALT, CONCRETE, CEMENT, STONE MANUFACTURING													P		
AUTOMOBILE JUNKYARD [pursuant to 10-3(C)]										S			S		
BAKERY PRODUCT, CANDY, CONFECTIONARY MANUFACTURING												P	P		
BOAT AND SHIPBUILDING												P	P		
BOTTLING												P	P		
BRICK AND CLAY MANUFACTURING													P		
CABINET MAKING AND COUNTER TOP MANUFACTURING								S				P	P		
CARGO STORAGE CONTAINERS (including tractor trailers)										S		P	P		
CLOTHING AND FINISHED FABRIC PRODUCTS												P	P		
ELECTRIC MOTOR REPAIR												P			
INDUSTRIAL USES NOT HAVING AN INJURIOUS EFFECT ON THE TOWN												S	S		
MACHINERY (engines, construction tools) [pursuant to 10-3(P)]								S		S		P	P		
MANUFACTURING (textiles, clothing, scientific instruments, and small machine assembly)												P	P		
PAPERBOARD CONTAINERS AND BOXES												P	P		
QUARRY AND EXTRACTION OPERATION													S		
SCREW MACHINE PRODUCTS (bolts, nuts, screws)												P	P		
SMALL ENGINE REPAIR								S		S		P			
TEXTILES												P	P		
WELDING REPAIR								S		S		P	P		
TRANSPORTATION, WHOLESALING, AND WAREHOUSING															
BUS REPAIR AND STORAGE TERMINAL ACTIVITIES												S	S		
BUS STATIONS								P		P					
COMMERCIAL PARKING LOTS [pursuant to 10-3(E)]							S	S	S	S					S
GAS PUMPING STATIONS (unmanned, credit cards only)								P		P		P			
MOTOR FREIGHT TERMINALS												P	P		
MINI-STORAGE FACILITIES [pursuant to 10-3(U)]								S		S		P			
MINI-WAREHOUSING AND DRY STORAGE												P	P		
MOVERS, VAN LINES, AND STORAGE								S		S		P	P		
OFF-STREET AUTOMOBILE PARKING							P	P		P		P	P		P
PACKAGE DELIVERY SERVICES, COMMERCIAL								S		S		P			
SHIP CHANDLERS												P	P		
SHIPPING BROKERS, FREIGHT AND CARGO												P	P		

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	L1	HI	C	PUD
TAXI STANDS LIMITED TO 5 TAXIS							P	P		P					
TOWING SERVICES								S	S			P			
WAREHOUSE								S	S			P	P		
WHOLESALE MERCHANTS								P	P			P	P		
WHOLESALE STORAGE OF GASOLINE OR BULK TERMINAL PLANTS [pursuant to 10-3(GG)]													S		
UTILITIES AND COMMUNICATIONS															
PUBLIC UTILITY STORAGE OR SERVICE YARDS								P		P		P	P		
PUBLIC UTILITY SUBSTATIONS/ SWITCHING STATIONS [pursuant to 10-3(BB)]	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
PUMP STATIONS (MUNICIPALLY OWNED)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
RADIO AND TELEVISION BROADCASTING STUDIOS							P	P		P		P			P
UTILITY STATIONS							S	S	S	S	S	P	P		P
TELECOMMUNICATION FACILITIES [pursuant to Article 18]	S	S	S	S	S	S	S	S	S	S		S	S	S	S
AGRICULTURAL AND FOOD PRODUCTION															
AGRICULTURAL, HORTICULTURAL, OR HUSBANDRY USES (excluding poultry houses and hog parlors)					P	P									
APICULTURE (BEEKEEPING)				P	P	P									
FISHING, COMMERCIAL									S			P	P		
FRUIT AND VEGETABLE MARKETS, WHOLESALE												P	P		
FOOD PROCESSING FACILITIES												P	P		
GREENHOUSES								P		P		P	P		
ACCESSORY AND TEMPORARY															
ACCESSORY DWELLING [pursuant to 10-4(A)]	P	P	P	P	P	P	P	S	S	S	S				P
ACCESSORY STRUCTURE [pursuant to 10-4]	P	P	P	P	P	P	P	P	P	P	P	P	P		P
ACCESSORY USES, OTHER [pursuant to 10-4]	P	P	P	P	P	P	P	P	P	P	P				P
ACCESSORY RETAIL [pursuant to 10-4(E)]							P	P	P	P	P	P	P		P
DRIVE-THROUGH FACILITIES							S	S		S	S				S
DUMPSTERS AND ENCLOSURES [pursuant to 10-4(B)]	P	T	T	T	T	T	S	P	P	P	P	P	P		P
HOME OCCUPATION [pursuant to 10-4(D)]	P	P	P	P	P	P	P	P	P	P					P
MODULAR/MOBILE OFFICE, TEMPORARY [pursuant to 10-3(S)]	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T
OUTDOOR DISPLAY, OUTDOOR STORAGE, OUTDOOR SALES [pursuant to 10-3(X)]							S	P		P					
STORAGE, INDUSTRIAL [pursuant to 10-3(Y)]												P	P		
TEMPORARY USES, OTHER	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T
VEHICLE STORAGE IN CONJUNCTION WITH REPAIR								S		P		P			

¹As permitted by CAMA.

(Ord. 07-33, 9/07; Ord. 09-04, 7/09; Ord. 09-06, 9/09; Ord. 10-15, 11/11; Ord. 11-12, 5/11; Ord. 11-17, 10/11; Ord. 12-02, 1/12; Ord. 13-01, 1/13; Ord. 14-12, 10/07/14; Ord. 14-16, 12/02/14; Ord. 15-01, 01/06/15; Ord. 15-07, 06/02/15; Ord. 15-10, 07/07/15; Ord. 15-14, 10/6/15; Ord. 15-15, 10/6/15; Ord. 16-02, 01/05/16; Ord. 16-08, 04/05/16; Ord. 16-09, 5/3/16; Ord. 16-12, 7/5/16; Ord. 16-13, 7/5/16; Ord. 16-16, 10/4/16; Ord. 17-7, 10/9/17; Ord. 19-03, 04/2/19; Ord. 20-04, 2/4/20; Ord. 20-05, 7/7/20; Ord. 23-10, 12/5/23)



MEDIUM DENSITY RESIDENTIAL

Medium density residential land uses are generally located within the extraterritorial planning jurisdiction (ETJ) boundary and are, for the most part, existing residential subdivisions and nearby vacant properties not designated for commercial use. Appropriate uses include single-family residences and subdivisions, duplexes, community recreation and open space uses like golf courses and pools, and neighborhood-scale institutional uses such as religious and civic organizations.

Planned communities may also include well-integrated multi-family and single-family attached residences and limited neighborhood-scale commercial and office uses. Industrial and manufacturing uses, as well as commercial and office uses not located within a planned community are inappropriate. Large institutional uses, such as high schools, community colleges, and mega-churches are also generally inappropriate. Target densities are between four (4) and six (6) dwelling units per acre.

Medium Density Residential

Desired Uses:

- Single-family residential uses
- Two-family residential uses
- Townhouse development
- Age appropriate retirement housing
- Recreation, parks, and open space

Inappropriate Uses:

- Multi-family residential uses
- Commercial, office, and institutional development
- Industrial development

Desired Density:

- Residential uses: 6 dwelling units per acre

Planning Board Zoning Amendment Statement of Consistency

The Town of Shallotte *Planning Board* has reviewed in full the petition CZ #25-12 to rezone ±54 acres of real property (tax ID 1810002402 & 18100024) owned by Cranwood Shallotte, LLC, from Ram-15 & B-2 to Shallotte PUD. After review of the petition, the Planning Board hereby *recommends* that the property be rezoned to CZ-MF-6 from its current zoning. In making this *recommendation*, the *Planning Board* finds that [check all that apply]:

This request (X) IS () IS NOT consistent with the objectives and policies of the following plans adopted by the Town of Shallotte:

- The proposed conditional Multi-Family-6 zoning & project specific conditions are consistent with the Town of Shallotte's Future Land Use Plan's prescription for use density; and

This request (X) IS () IS NOT reasonable and in public interest:

- The proposed conditional Multi-Family-6 & project specific conditions provide additional housing within the Town while remaining within the prescribed density of the Town's Future Land Use Plan.

The proposed amendment(s) are in conformance with the following:

- (X) UDO Table of Permitted Uses
- (X) 2018 CAMA Land Use Plan
- () Bike & Pedestrian Plan (If applicable)
- (X) Future Land Use Map

☐ Other comments:

5/13/2025
Date

Richard Greening
Planning Board Chairman
Town of Shallotte

Board of Aldermen Zoning Amendment Statement of Consistency

The Town of Shallotte *Board of Aldermen* have reviewed in full the petition CZ #25-12 to rezone ±54 acres of real property (tax ID 1810002402 & 18100024) owned by Cranwood Shallotte, LLC. from RAM-15 & B-2 to Shallotte PUD.

After review of the petition, the Board hereby ☐ **APPROVES** ☐ **DENIES** the request that the property be rezoned to CZ-MF-6 from its current zoning.

In taking this *action*, the *Board* finds that
[*check all that apply*]:

This request **(X) IS () IS NOT** consistent with the objectives and policies of the following plans adopted by the Town of Shallotte:

- The proposed conditional Multi-Family-6 zoning & project specific conditions are consistent with the Town of Shallotte’s Future Land Use Plan’s prescription for use density; and

This request **(X) IS () IS NOT** reasonable and in public interest:

- The proposed conditional Multi-Family-6 & project specific conditions provide additional housing within the Town while remaining within the prescribed density of the Town’s Future Land Use Plan.

The proposed amendment(s) are in conformance with the following:

- (X) UDO Table of Permitted Uses
- (X) 2018 CAMA Land Use Plan
- (_) Bike & Pedestrian Plan (If applicable)
- (X) Future Land Use Map

☐ Other comments:

1. Five-foot-wide sidewalks be included on both sides of internal streets or eight foot wide along one side
2. The road connection to N. Mulberry be designated as private
3. The new road connection from the end of Express Dr. be designed & designated as public up to the gate location
4. The Express Dr. extension (up to the gate) be dedicated to the Town for public maintenance
5. Plans be updated to detail the type of open space intended, consistent with Article 29
6. All heritage trees be preserved or replaced per. Sec. 17-15
7. Sewer allocation will be issued in 60 lot/unit increments
8. Stormwater plans be designed to handle runoff from a 25 year storm event
9. New Town of Shallotte SW permit applications be submitted with phased site & landscape plans
10. Copies of all state & federal permits (NCDOT, CAMA, USACE) be provided as they are available

Date

Mayor

Town of Shallotte



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

Section VII, Item 3.

TO: Board of Aldermen

ACTION ITEM #: TXT 25-11

MEETING DATE: 06-03-2025

FROM: Brandon Eaton, Planner II

DATE

SUBMITTED:

ISSUE/ACTION REQUESTED:

Request Board's review and decision of a staff-initiated amendment to the Town of Shallotte Unified Development Ordinances. Specifically, Article 2, Section 2-2, Article 10, Section 10-2, & Article 10, Section 10-3 (II)

PUBLIC

HEARING:



YES



NO

BACKGROUND/PURPOSE OF REQUEST:

The proposed amendment to the Town's UDO further defines warehouses as a use within the Town's development jurisdiction.

The amendment also establishes and defines regulations for warehouse-flex uses as warehouses designed to have a retail and/or service element, beyond that of a solely industrial warehouse use.

Staff feels that establishing these standards will provide guidance to property owners and developers wishing to utilize warehouse space in more service-oriented projects such as an HVAC repair business, plumbing supply house, etc.

- See attached "Exhibit A"

The Board may vote to:

Approve the ordinance as written, or

Further amend the ordinance and vote to approve, or

Continue the Board's review and ask that the ordinance be further researched, or

Deny the ordinance.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:



YES



NO

CAPITAL PROJECT ORDINANCE REQUIRED:



YES



NO

PRE-AUDIT CERTIFICATION REQUIRED:



YES



NO

REVIEWED BY FINANCE DIRECTOR



YES



NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:



YES



NO



N/A

ADVISORY BOARD RECOMMENDATION:

The Planning Board voted to recommend approval at their May 13, 2025 meeting.

STAFF RECOMMENDATION:

Staff recommends Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Draft Language “Exhibit A”
- 2. Planning Board Statement of Consistency
- 3. Draft Statement of Consistency
- 4. Ordinance

<u>ACTION OF THE BOARD OF ALDERMEN</u>	
APPROVED:	<input type="checkbox"/>
DENIED:	<input type="checkbox"/>
ATTEST:	CLERK TO THE BOARD
DEFERRED UNTIL:	<div></div>
OTHER:	<div>SIGNATURE</div>

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	LI	HI	C	PUD
TRANSPORTATION, WHOLESALING, AND WAREHOUSING															
BUS REPAIR AND STORAGE TERMINAL ACTIVITIES												S	S		
BUS STATIONS								P		P					
COMMERCIAL PARKING LOTS [pursuant to 10-3(E)]				S	S	S	S								S
GAS PUMPING STATIONS (unmanned, credit cards only)								P		P		P			
MOTOR FREIGHT TERMINALS												P	P		
MINI-STORAGE FACILITIES [pursuant to 10-3(U)]								S		S		P			
MINI-WAREHOUSING AND DRY STORAGE												P	P		
MOVERS, VAN LINES, AND STORAGE								S		S		P	P		
OFF-STREET AUTOMOBILE PARKING							P	P		P		P	P		P
PACKAGE DELIVERY SERVICES, COMMERCIAL								S		S		P			
SHIP CHANDLERS												P	P		
SHIPPING BROKERS, FREIGHT AND CARGO												P	P		
TAXI STANDS LIMITED TO 5 TAXIS							P	P		P					
TOWING SERVICES								S		S		P			
WAREHOUSE [pursuant to 10-3(II)]								S		S		P	P		
<u>WAREHOUSE – FLEX SPACE [pursuant to 10-3 (II)]</u>								P		P		P			
WHOLESALE MERCHANTS								P		P		P	P		
WHOLESALE STORAGE OF GASOLINE OR BULK TERMINAL PLANTS [pursuant to 10-3(GG)]													S		

Section 2-2: Definition of Basic Terms

(269) Warehouse. A building or compartment in a building used and appropriated by the occupant for the deposit and safekeeping or selling of his own goods at wholesale and/or for the purpose of storing the goods of others placed there in the regular course of commercial dealing and trade to be again removed or reshipped. This includes distribution centers but excludes retail sales from the premises.

(270) Warehouse – Flex Space. A facility designed for a combination of warehousing, storage, office, trade services, and limited retail uses within a single building or unit. Flex space warehouses are intended to accommodate a variety of business functions, including distribution, administrative operations, trade services that require warehouse storage (such as HVAC repair companies, electrical contractors, and plumbing services), and the direct sale of goods to contractors, businesses, and the general public. These spaces typically feature adaptable layouts, loading areas, and a mix of office, storage, and showroom space to support diverse tenant needs, such as plumbing supply houses, HVAC suppliers, and similar businesses.

Section 10-3 (II) Warehouse and Warehouse-Flex Space Supplemental Standards

1. Purpose

The intent of this section is to ensure that warehouses as a use are designed and operated in a manner that safeguards public health, safety, and welfare, while maintaining compatibility with surrounding land uses.

2. Applicability

These regulations apply to all new warehouse developments and substantial modifications to existing warehouses within the Town of Shallotte.

3. Type

A. Warehouse.

1. Location standards:
 - a. Warehouses shall not be located in any residential neighborhood.
 - b. Warehouses shall not be situated in any designated flood hazard area.
 - c. Proximity Restrictions: Warehouses must maintain a minimum distance of at least 100 feet from wetlands and designated conservation areas.
2. Permitted uses include:
 - a. Indoor storage of goods, products, materials, or equipment for commercial, industrial, or institutional use.
 - b. Facilities engaged in receiving, short-term holding, and shipping of goods to retailers, wholesalers, or other distributors. Includes cross-docking and fulfillment centers.
 - c. Freight or truck terminal operations which are limited to on-site loading/unloading, short-term storage, and transfer of goods via commercial vehicles.
 - d. Light assembly, kitting, labeling, or repackaging of goods stored on-site, provided such activities are accessory and do not exceed 25% of the gross floor area.
 - e. Distribution of goods or products to retailers or commercial users, without on-site retail sales to the general public.
3. Access:
 - a. Direct access to a collector or higher classified roadway is required.
 - b. No primary truck access shall utilize a local residential street.
 - c. Loading and unloading areas shall be located to the side or rear of the structure and situated to prevent trucks and other vehicles from backing into and blocking any roadway.
4. Other regulations:
 - a. A special use permit is required for any warehouse development where the single or combined area of any structure(s) equals 20,000 or greater sq ft.
 - b. Outdoor storage shall be located behind the principal structure and must meet applicable screening and buffering requirements in accordance with Article 17.
 - c. All warehouse developments shall meet the design, access, parking, and landscaping standards of this Ordinance.
5. Hazardous Materials Storage:
 - a. Warehouse uses involving hazardous materials are strictly limited to the Light Industrial District (LI) and the Industrial District (HI), and shall adhere to all hazardous materials regulations in accordance with Section 10-4 (D)
6. Prohibited uses:
 - a. Retail and office operations intended for walk-in or consumer foot traffic, which include warehousing space, shall be regulated separately under the "Warehouse-Flex Space" use classifications.
 - b. Repair of vehicles or heavy machinery is not permitted under the Warehouse classification and shall be regulated separately. See Section 10-3 (D) Automotive Repair Facilities Tiers 1-3.
 - c. Residential use within a warehouse is prohibited.

B. Warehouse – Flex Space.

1. Location Standards
 - a. Flex Space warehouses shall not be located in any residential neighborhood.
 - b. Flex space warehouses shall not be situated in any designated flood hazard area.
2. Permitted uses include:
 - a. Retail display and sales of products primarily stored on-site. The retail component shall not exceed 50% of the gross floor area.

- b. Indoor storage of goods, products, inventory, or equipment related to the principal on-site retail or light industrial use.
 - c. Limited assembly, kitting, packaging, or customization of products for direct sale or distribution, provided such activities occur within the enclosed structure.
 - d. Display of merchandise for customer viewing and purchasing, provided the showroom does not exceed 50% of the gross floor area.
 - e. Office space supporting the principal Warehouse-Flex operation, including management, sales, dispatch, and administrative functions.
 - f. Businesses combining storage and direct-to-customer services, such as:
 - 1. Flooring suppliers
 - 2. Kitchen countertops and cabinets
 - 3. Building materials showrooms
 - 4. Furniture outlets
 - 5. Electrical, plumbing, or HVAC supply businesses
 - 6. Contractors with incidental sales and service counters
3. Access:
- a. Loading and unloading areas shall be located to the side or rear of the structure and situated to prevent trucks and other vehicles from backing into and/or blocking any roadway.
4. Other regulations:
- g. A special use permit is required for any warehouse development where the single or combined area of any structure(s) equals 20,000 or greater sq ft.
 - h. All Warehouse-Flex developments shall meet the design, access, parking, and landscaping standards of this Ordinance.
 - i. Buildings shall incorporate commercial design features to avoid the appearance of solely industrial buildings, including but not limited to:
 - Defined customer entrances.
 - Metal panel walls are prohibited on street-facing facades.
 - Any portion of a warehouse-flex structure that contains a retail, showroom, or customer service component and is visible from a public street or access shall include a minimum of 50% transparency (clear glazing) on the primary façade. This requirement does not apply to storage or service bays not accessible to the public.
 - j. No outdoor storage is permitted in the HB and B-2 zoning districts.
 - k. Outdoor storage related to warehouse-flex space as a use is permitted in LI district, but must adhere to following:
 - Items stored outdoors must be located behind the principal structure.
 - All outdoor storage must be screened in accordance with Article 17 of this ordinance and shall not be visible from the public view.
5. Incidental Storage of Hazardous Materials:
- a. The incidental storage of hazardous materials customary to a trade, contracting, or light manufacturing business (e.g., HVAC, plumbing, electrical, etc.) shall be permitted provided:
 - Such storage is subordinate to the principal business operation
 - Stored quantities do not exceed the thresholds for incidental storage as established by the NC Fire Code.
 - No wholesale storage, distribution, or transloading of hazardous materials is permitted.
 - b. Any hazardous storage must meet federal, state, and local regulations, and all required permits must be obtained.
6. Prohibited uses:
- a. Residential uses within a warehouse-flex use are prohibited.
 - b. No fabrication of goods or materials shall be permitted.

PLANNING BOARD STATEMENT OF CONSISTENCY

The Town of *Shallotte Planning Board* has reviewed and recommended **approval/denial** the following amendment of the Town of Shallotte Unified Development Ordinance (UDO).

ORDINANCE 25-11

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT
ORDINANCE, SPECIFICALLY
ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10, SECTION 10-3 (II)

After review of the ordinance, staff report, and after consideration of any comments presented at the *Planning Board* meeting, the *Planning Board* hereby find the UDO amendment referenced above to be:

- ☒ Consistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is reasonable and in the public interest for the reason(s) stated below.

The proposed amendment will update the Town's Unified Development Ordinance to further define and regulate warehouses, and establishing and regulating warehouses-flex use as a permitted use within the Town of Shallotte.

OR

- ☐ Inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND YET is considered reasonable and in the public interest for the reason(s) set forth below.

OR

- ☐ Neither consistent nor inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is considered reasonable and in the public interest for the reason(s) set below:

5/13/2025
Date

Richard Cranna
Planning Board Chairman
Town of Shallotte

BOARD OF ALDERMEN STATEMENT OF CONSISTENCY

The Town of Shallotte *Board of Aldermen* has reviewed and **approved/denied** the following amendment of the Town of Shallotte Unified Development Ordinance (UDO).

ORDINANCE 25-11

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT ORDINANCE, SPECIFICALLY ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10, SECTION 10-3 (II)

After review of the ordinance, staff report, and after consideration of any comments presented at the *Planning Board* meeting, the *Board of Aldermen* hereby find the UDO amendment referenced above to be:

- ☒ Consistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is reasonable and in the public interest for the reason(s) stated below.

The proposed amendment will update the Town’s Unified Development Ordinance to further define warehouses as a use within the Town’s development jurisdiction. The amendment also establishes and defines regulations for warehouse-flex uses as warehouses designed to have a retail and/or service element, beyond that of a solely industrial warehouse use.

OR

- ☐ Inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND YET is considered reasonable and in the public interest for the reason(s) set forth below.

OR

- ☐ Neither consistent nor inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is considered reasonable and in the public interest for the reason(s) set below:

Date

Mayor
Town of Shallotte

**TOWN OF SHALLOTTE
ORDINANCE 25-11**

**AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED
DEVELOPMENT ORDINANCE, SPECIFICALLY
ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10,
SECTION 10-3 (II)
REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN
CONFLICT THEREWITH; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town of Shallotte is a duly incorporated municipality within the State of North Carolina and is authorized to adopt zoning and development regulation ordinances per section §160A-381 of the North Carolina General Statutes; and

WHEREAS, the Town of Shallotte oversees the planning and zoning requests and requirements for lands located within its town limits and the extra territorial jurisdiction near the town’s limits; and,

WHEREAS, the Town of Shallotte has the authority pursuant to NC G.S §160A-364 to adopt, amend, or repeal ordinances; and

WHEREAS, The Board of Aldermen for the Town of Shallotte deems it to be in the public’s best interest to amend the Unified Development Ordinance with a text amendment so as to provide for changes as set forth below to ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10, SECTION 10-3 (II). The proposed amendment will update the Town’s Unified Development Ordinance to further define warehouses as a use within the Town’s development jurisdiction. The amendment also establishes and defines regulations for warehouse-flex uses as warehouses designed to have a retail and/or service element, beyond that of a solely industrial warehouse use.; and

THEREFORE, be it ordained by the Board of Aldermen of the Town of Shallotte that the Town of Shallotte Unified Development Ordinance shall be amended as detailed herein:

ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10, SECTION 10-3 (II).

See attached “Exhibit A”

Section 2. All Town Code sections in conflict herewith are hereby amended and repealed in relevant part to conform with the above sections. The Town Clerk and editor of the Town Code and UDO are hereby authorized to amend those documents, all relevant citations to those sections of the Town Code, restate chapters, sections, provisions, and related references to these sections of the Town Code, as may be necessary.

Section 3. This ordinance shall take effect *immediately* upon passage and shall apply to any zoning permit applications submitted following that effective date.
INTRODUCED AT A Regular Meeting of the Board of Aldermen on June 03, 2025, and adopted at a Regular Meeting of the Board of Aldermen on June 03, 2025.

SIGNED THIS ____ day of _____, 20____.

TOWN OF SHALLOTTE, NORTH CAROLINA

Mayor

ATTEST:

Town Clerk



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

Section VII, Item 4.

TO: Board of Aldermen

ACTION ITEM #: TXT 25-10

MEETING DATE: 06-03-2025

FROM: Brandon Eaton, Planner II

DATE

SUBMITTED:

ISSUE/ACTION REQUESTED:

Request Board's review and decision of a staff-initiated amendment to the Town of Shallotte Unified Development Ordinances. Specifically, Article 2, Section 2-2, Article 10, Section 10-2, & Article 10, Section 10-4 (D)

PUBLIC

HEARING:



YES



NO

BACKGROUND/PURPOSE OF REQUEST:

The Town's UDO currently does not have language regulating the storage of hazardous materials as an accessory use to businesses operating in the industrial areas of Town, nor hazardous materials which may be incidental to the primary use of a property (e.g. refrigerant from HVAC repair, etc.)

After much research, including the best management practices and ordinance language from other municipalities, it is staff's intention to protect the public health, safety, and welfare by establishing clear regulations for the storage, handling, and management of hazardous materials within the Town of Shallotte.

Staff feels that establishing these standards will provide guidance to property owners engaging in uses of an industrial nature.

- See attached "Exhibit A"

The Board may vote *to*:

Approve the ordinance as written, or

Further amend the ordinance and vote to approve, or

Continue the Board's review and ask that the ordinance be further researched, or

Deny the ordinance.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:

☐ YES

☒ NO

CAPITAL PROJECT ORDINANCE REQUIRED:

☐ YES

☒ NO

PRE-AUDIT CERTIFICATION REQUIRED:

☐ YES

☒ NO

REVIEWED BY FINANCE DIRECTOR

☐ YES

☒ NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:

☐ YES

☒ NO

☐ N/A

ADVISORY BOARD RECOMMENDATION:

The Planning Board voted to recommend approval at their May 13, 2025 meeting.

STAFF RECOMMENDATION:

Staff recommends Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Draft Language “Exhibit A”
- 2. Planning Board Statement of Consistency
- 3. Draft Statement of Consistency
- 4. Ordinance

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED:	<input type="checkbox"/>	ATTEST:
DENIED:	<input type="checkbox"/>	CLERK TO THE BOARD
DEFERRED UNTIL:	_____	_____
OTHER:	SIGNATURE	

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	LI	HI	C	PUD
ACCESSORY AND TEMPORARY															
ACCESSORY DWELLING [pursuant to 10-4(A)]	P	P	P	P	P	P	P	S	S	S	S				P
ACCESSORY STRUCTURE [pursuant to 10-4]	P	P	P	P	P	P	P	P	P	P	P	P	P		P
ACCESSORY USES, OTHER [pursuant to 10-4]	P	P	P	P	P	P	P	P	P	P	P				P
ACCESSORY RETAIL [pursuant to 10-4(E)]							P	P	P	P	P	P	P		P
DRIVE-THROUGH FACILITIES							S	S		S	S				S
DUMPSTERS AND ENCLOSURES [pursuant to 10-4(B)]	P	T	T	T	T	T	S	P	P	P	P	P	P		P
<u>HAZARDOUS MATERIALS STORAGE [pursuant to 10-4(D)]</u>												<u>S</u>	<u>S</u>		
HOME OCCUPATION [pursuant to 10-4(D)]	P	P	P	P	P	P	P	P	P	P					P
MODULAR/MOBILE OFFICE, TEMPORARY [pursuant to 10-3(S)]	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T
OUTDOOR DISPLAY, OUTDOOR STORAGE, OUTDOOR SALES [pursuant to 10-3(X)]							S	P		P					
STORAGE, INDUSTRIAL [pursuant to 10-3(Y)]												P	P		
TEMPORARY USES, OTHER	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T
VEHICLE STORAGE IN CONJUNCTION WITH REPAIR								S		P		P			

Section 2-2: Definition of Basic Terms

(114) ~~Hazardous Materials. Any material, including any substance, waste, or combination thereof, which, because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed. Any substance or material that poses a risk to public health, safety, or the environment due to its chemical, physical, or biological properties. This includes but is not limited to materials that are flammable, combustible, explosive, corrosive, reactive, toxic, radioactive, or otherwise classified as hazardous under the North Carolina Fire Code, Environmental Protection Agency (EPA), or Occupational Safety and Health Administration (OSHA) standards.~~

(D) Hazardous Materials

- (1) Purpose and Intent: The purpose of this section is to protect the public health, safety, and welfare by establishing clear regulations for the storage, handling, and management of hazardous materials within the Town of Shallotte. It is the intent of this ordinance to:
- Minimize the risk of fire, explosion, contamination, or other hazards associated with the use and storage of hazardous substances;
 - Ensure land uses involving hazardous materials are properly located, contained, and screened to prevent adverse impacts on surrounding properties and the environment;
 - Protect sensitive land uses such as residential neighborhoods, schools, medical facilities, and public gathering places from the potential dangers of hazardous materials;
 - Require compliance with applicable state and federal laws, including the North Carolina Fire Code, North Carolina Building Code, Environmental Protection Agency (EPA), and Occupational Safety and Health Administration (OSHA) standards;
 - Ensure that emergency responders are properly informed and equipped to manage hazardous materials incidents through the submission of emergency response plans and hazard disclosure;

- Support the safe operation of trade and industrial businesses that require limited, incidental use of hazardous substances, while prohibiting bulk storage or distribution in inappropriate zoning districts.
- (2) Applicability. These regulations apply to all new and existing non-residential uses involving the outdoor or indoor storage, handling, or processing of hazardous materials within the corporate limits and extraterritorial jurisdiction (ETJ) of Shallotte.
- (3) Type:
- (A) Hazardous Materials – Storage, production, shipping, and other methods of handling hazardous materials.
- (1) Location Restrictions
- a. Storage, sales, and production of hazardous materials are strictly limited to the Light Industrial District (LI) and the Industrial District (HI), except for incidental storage as further detailed in this section.
 - b. The storage, sales, or production of hazardous materials shall be prohibited in any flood hazard area.
 - c. Outdoor storage of hazardous materials shall only be located in the side or rear yard and must be screened according to Article 17 and any other applicable outdoor storage standards detailed Section 10-3 (Z).
 - d. Facilities storing hazardous materials shall be located at a minimum of 500 feet from:
 - Any residential zoning district boundary.
 - Any school, hospital, daycare, or religious institution.
 - In the HI district, this distance may be reduced to 300 feet if the facility meets enhanced fire protection and containment measures approved by the Fire Marshal.
- (2) Plans, reporting, and inspections
- a. A Hazardous Materials Management Plan (HMMP) shall be submitted as part of the site plan for any use storing hazardous materials.
 - b. Operators must maintain an on-site Emergency Response and Containment Plan, approved by the Fire Marshal.
 - c. The operator shall file an up-to-date Emergency Response and Containment Plan with the Town and the Shallotte Fire Department annually.
 - d. All hazardous material incidents must be reported in accordance with state and federal law.
 - e. Facilities are subject to annual inspection by the Shallotte Fire Department.
- (3) Other regulations
- a. A special use permit (SUP) is required for any use engaged in storing, handling, or producing hazardous materials, except for those uses with incidental storage of hazardous materials customary to a trade, contracting, or light manufacturing business (e.g., HVAC, plumbing, electrical, etc.)
 - b. All hazardous materials storage, handling, and distribution operations shall comply with the North Carolina Fire Code, North Carolina Building Code, and State and Federal hazardous materials regulations (EPA, OSHA, etc.)
 - c. Only materials classified as hazardous under the North Carolina Fire Code shall be permitted. Explosive materials (beyond those allowed for incidental storage by the NC Fire Code) and radioactive materials shall be prohibited unless specifically permitted by state or federal regulations and approved by the Town.
 - d. Hazardous materials shall be located on impervious surfaces such as concrete or asphalt with no direct connection to storm drains.

- e. Facilities engaged in the storage, production, or handling of hazardous materials must be secured by fencing, at least six feet in height, and clearly posted with warning signage compliant with NFPA standards.
 - f. The definitions of hazardous materials and associated thresholds shall align with the latest edition of the North Carolina Fire Code, and include substances classified as flammable, corrosive, reactive, toxic, or otherwise regulated by state and federal law.
- (4) Violations and penalties
- a. Violations of this ordinance may result in the revocation of the special use permit, zoning enforcement actions, civil penalties, or any combination thereof, in accordance with Article 7 of the Town of Shallotte UDO.
- (B) Incidental Storage of Hazardous Materials
- a. The incidental storage of hazardous materials customary to a trade, contracting, or light manufacturing business (e.g., HVAC, plumbing, electrical, etc.) shall be permitted provided:
 - Such storage is subordinate to the principal business operation
 - Quantities stored do not exceed the thresholds for incidental storage as established by the NC Fire Code.
 - No wholesale storage, distribution, or transloading of hazardous materials is permitted.
 - b. All hazardous storage must meet federal, state, and local regulations, and all required permits must be obtained.

PLANNING BOARD STATEMENT OF CONSISTENCY

The Town of *Shallotte Planning Board* has reviewed and recommended **approval/denial** the following amendment of the Town of Shallotte Unified Development Ordinance (UDO).

ORDINANCE 25-10

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT
ORDINANCE, SPECIFICALLY
ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10, SECTION 10-4 (D)

After review of the ordinance, staff report, and after consideration of any comments presented at the *Planning Board* meeting, the *Planning Board* hereby find the UDO amendment referenced above to be:

- ☒ Consistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is reasonable and in the public interest for the reason(s) stated below.

The proposed amendment will update the Town's Unified Development Ordinance to protect the public health, safety, and welfare by establishing clear regulations for the storage, handling, and management of hazardous materials within the Town of Shallotte.

OR

- ☐ Inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND YET is considered reasonable and in the public interest for the reason(s) set forth below.

OR

- ☐ Neither consistent nor inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is considered reasonable and in the public interest for the reason(s) set below:

5/13/2025
Date

Richard Gorman
Planning Board Chairman
Town of Shallotte

BOARD OF ALDERMEN STATEMENT OF CONSISTENCY

The Town of Shallotte *Board of Aldermen* has reviewed and **approved/denied** the following amendment of the Town of Shallotte Unified Development Ordinance (UDO).

ORDINANCE 25-10

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT ORDINANCE, SPECIFICALLY ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10, SECTION 10-4 (D)

After review of the ordinance, staff report, and after consideration of any comments presented at the *Board* meeting, the *Board of Aldermen* hereby find the UDO amendment referenced above to be:

- ☒ Consistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is reasonable and in the public interest for the reason(s) stated below.

The proposed amendment will update the Town’s Unified Development Ordinance to protect the public health, safety, and welfare by establishing clear regulations for the storage, handling, and management of hazardous materials within the Town of Shallotte.

OR

- ☐ Inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND YET is considered reasonable and in the public interest for the reason(s) set forth below.

OR

- ☐ Neither consistent nor inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is considered reasonable and in the public interest for the reason(s) set below:

Date

Mayor
Town of Shallotte

**TOWN OF SHALLOTTE
ORDINANCE 25-10**

**AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED
DEVELOPMENT ORDINANCE, SPECIFICALLY
ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, & ARTICLE 10,
SECTION 10-4 (D)
REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN
CONFLICT THEREWITH; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town of Shallotte is a duly incorporated municipality within the State of North Carolina and is authorized to adopt zoning and development regulation ordinances per section §160A-381 of the North Carolina General Statutes; and

WHEREAS, the Town of Shallotte oversees the planning and zoning requests and requirements for lands located within its town limits and the extra territorial jurisdiction near the town’s limits; and,

WHEREAS, the Town of Shallotte has the authority pursuant to NC G.S §160A-364 to adopt, amend, or repeal ordinances; and

WHEREAS, The Board of Aldermen for the Town of Shallotte deems it to be in the public’s best interest to amend the Unified Development Ordinance with a text amendment so as to provide for changes as set forth below to Article 2, Section 2-2, Article 10, Section 10-2, & Article 10, Section 10-4 (D). The proposed amendment will protect the public health, safety, and welfare by establishing clear regulations for the storage, handling, and management of hazardous materials within the Town of Shallotte; and

THEREFORE, be it ordained by the Board of Aldermen of the Town of Shallotte that the Town of Shallotte Unified Development Ordinance shall be amended as detailed herein:

Article 2, Section 2-2, Article 10, Section 10-2, & Article 10, Section 10-4 (D).

See attached “Exhibit A”

Section 2. All Town Code sections in conflict herewith are hereby amended and repealed in relevant part to conform with the above sections. The Town Clerk and editor of the Town Code and UDO are hereby authorized to amend those documents, all relevant citations to those sections of the Town Code, restate chapters, sections, provisions, and related references to these sections of the Town Code, as may be necessary.

Section 3. This ordinance shall take effect *immediately* upon passage and shall apply to any zoning permit applications submitted following that effective date.

INTRODUCED AT A Regular Meeting of the Board of Aldermen on June 03, 2025, and adopted at a Regular Meeting of the Board of Aldermen on June 03, 2025.

SIGNED THIS ____ day of _____, 20____.

TOWN OF SHALLOTTE, NORTH CAROLINA

Mayor

ATTEST:

Town Clerk



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

Section VII, Item 5.

TO: Board of Aldermen

ACTION ITEM #: TXT 25-12

MEETING DATE: 06-03-2025

FROM: Brandon Eaton, Planner II

DATE

SUBMITTED:

ISSUE/ACTION REQUESTED:

Request Board's review and decision of a staff-initiated amendment to the Town of Shallotte Unified Development Ordinances. Specifically, Article 2, Section 2-2, Article 10, Section 10-2, Article 10, Section 10-3 (Y), & Article 10, Section 10-3 (Z)

PUBLIC



YES



NO

HEARING:

BACKGROUND/PURPOSE OF REQUEST:

The proposed amendment to the Town's UDO aims to update, define, and regulate outdoor displays, sales, and storage within the Town's development jurisdiction.

The amendment also separates and further defines outdoor storage from outdoor sales and displays.

Staff feel that establishing these standards will provide guidance to property owners and developers wishing to sale or display retail items outside of an established commercial use, as well as uses intending to store items outdoors in accordance with this Article and/or special conditions approved during the special use permit or conditional zoning process.

- See attached "Exhibit A"

The Board may vote to:

Approve the ordinance as written, or

Further amend the ordinance and vote to approve, or

Continue the Board's review and ask that the ordinance be further researched, or

Deny the ordinance.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:



YES



NO

CAPITAL PROJECT ORDINANCE REQUIRED:



YES



NO

PRE-AUDIT CERTIFICATION REQUIRED:



YES



NO

REVIEWED BY FINANCE DIRECTOR



YES



NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:



YES



NO



N/A

ADVISORY BOARD RECOMMENDATION:

The Planning Board voted to recommend approval of the amendment at their May 13, 2025 meeting.

STAFF RECOMMENDATION:

Staff recommends Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Draft Language “Exhibit A”
- 2. Planning Board Statement of Consistency
- 3. Draft Statement of Consistency
- 4. Ordinance

<u>ACTION OF THE BOARD OF ALDERMEN</u>	
APPROVED:	<input type="checkbox"/>
DENIED:	<input type="checkbox"/>
ATTEST:	CLERK TO THE BOARD
DEFERRED UNTIL:	_____
OTHER:	SIGNATURE

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	L/I	HI	C	PUD
ACCESSORY AND TEMPORARY															
ACCESSORY DWELLING [pursuant to 10-4(A)]	P	P	P	P	P	P	P	S	S	S	S				P
ACCESSORY STRUCTURE [pursuant to 10-4]	P	P	P	P	P	P	P	P	P	P	P	P	P		P
ACCESSORY USES, OTHER [pursuant to 10-4]	P	P	P	P	P	P	P	P	P	P	P				P
ACCESSORY RETAIL [pursuant to 10-4(E)]							P	P	P	P	P	P	P		P
DRIVE-THROUGH FACILITIES							S	S		S	S				S
DUMPSTERS AND ENCLOSURES [pursuant to 10-4(B)]	P	T	T	T	T	T	S	P	P	P	P	P	P		P
HOME OCCUPATION [pursuant to 10-4(D)]	P	P	P	P	P	P	P	P	P	P					P
MODULAR/MOBILE OFFICE, TEMPORARY [pursuant to 10-3(S)]	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T
OUTDOOR DISPLAY AND SALES [pursuant to 10-3(Y)]							S P	P		P					
OUTDOOR STORAGE [pursuant to 10-3(Z)]												P	P		
OUTDOOR STORAGE FACILITY [pursuant to 10-3(Z AA)]															
STORAGE, INDUSTRIAL [pursuant to 10-3(AA Z)]												P	P		
TEMPORARY USES, OTHER	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T
VEHICLE STORAGE IN CONJUNCTION WITH REPAIR								S		P		P			

Section 2-2: Definitions of Basic Terms

(174) Outdoor Display. ~~The display or exhibiting of merchandise on site outside of a primary structure in which an establishment which has a valid privilege license conducts business. Outdoor display of goods, whether typically stored outside or not, are displayed in such a way as to generate interest from the traveling or shopping public. A few examples of outdoor display include: a rack of clothes on a private sidewalk in front of a clothes store, or lawn mowers parked in front of a hardware store and positioned for easy viewing. Outdoor display may also be considered outdoor sales if the items are being sold to the general public. The placement of merchandise or goods in an open-air setting outside of the principal structure of a business in such a way as to generate interest from the traveling or shopping public, and where such merchandise is visible to the public and accessible during normal business hours. Outdoor display is intended for short-term or daily showcasing of products, not to include permanent storage, wholesale distribution, or vending by third-party operators.~~

(175) Outdoor Sales. ~~The on-site sales of merchandise customarily a product sold by that business establishment which has a valid privilege license issued by the Town of Charlotte and is located outside of the primary structure used to conduct business. The on-site sale of goods or merchandise conducted outside of the primary structure, involving merchandise owned and sold by the principal permitted business. Outdoor sales can be considered either “active outdoor sales” or “inactive outdoor sales.”~~

- (a) Active Outdoor Sales. ~~The sale of merchandise outside of the primary structure of a business that is located on-site and attended by an employee of that business. A type of outdoor sales activity where an employee or attendant is physically present to conduct, monitor, or facilitate transactions outdoors. Active outdoor sales may include seasonal promotions, sidewalk sales, or specialty item displays. This use requires the submission and approval of a site plan and is subject to specific area, access, and safety standards under Section 10-3 (Y).~~

- (b) Inactive Outdoor Sales. The sale of merchandise outside of the primary structure of a business that is located on-site with the business transaction generally occurring inside the primary structure of the business.

~~(176) Outdoor Storage. The storing of merchandise of an establishment which has a valid zoning permit issued by the Town of Shallotte on site outside of the primary structure in which the establishment conducts business. Outdoor storage is typically large bulky items that are not conducive to inside storage such as pipe, lumber, landscaping, automobiles, boats, and other such items. The placement or accumulation of materials, goods, merchandise, equipment, or other items in an on-site, unenclosed area for more than 24 hours, typically not intended for immediate sale or customer access. Outdoor storage includes storage of inventory, landscaping, equipment, construction materials, or vehicles related to the primary use of the permitted business. (Ord. 20-05, 7/7/20)~~

Section 10-3 (Y) Outdoor Display and Sales – Supplemental Standards

(Y) Outdoor Display and Sales

- (1) Purpose and Intent: To allow and regulate the outdoor display and sales of merchandise in a manner that enhances the Town's commercial environment, supports business activity, and ensures pedestrian safety, vehicular access, and aesthetic quality.
- (2) Applicability. These regulations apply to any commercial use which has been given zoning approval by the Town of Shallotte that intends to display or sell merchandise outdoors on their premises, excluding uses where outdoor display is inherent to the principal business as defined in this section.
- (3) Location Restrictions:
 - a. Displayed merchandise must be located on the premises of the business selling the goods. Sales and displays are prohibited in drive aisles, loading zones, fire lanes, handicap parking spaces, or near fire hydrants and fire department connections unless prior approval is received by the Town of Shallotte Fire Department.
 - b. Outdoor sales or display in parking areas require written administrative approval and a site plan. Such areas cannot exceed 20% of parking spaces or forty (40) spaces total and must not obstruct pedestrian or vehicle movement. Outdoor sales are not permitted in lots with fewer than five (5) spaces.
 - c. Outdoor displays and sales are prohibited within public rights-of-way and public sidewalks.
- (4) Other Regulations:
 - a. Outdoor displays and/or sales shall only be conducted during the regular operating hours of the business.
 - b. All merchandise displayed or sold must be owned by the business. Off-site outdoor sales and third-party vendors using the business's display area are only permitted with the issuance of a temporary itinerant merchant permit [Section 10-3 (O)].
 - c. Displays must not obstruct business entrances and must maintain a clear, unobstructed path at least equal to the width of the entrance.
 - d. No merchandise may be attached to building walls or placed within the entrance/exit corridor, defined as a distance equal to the width of the doorway measured perpendicular to the structure.
 - e. Displays along private sidewalks or in front yards may not exceed half the storefront's length and must maintain at least a five-foot pedestrian clearance.
 - f. A minimum 5-foot-wide pedestrian clearance must be maintained on the parking lot side of any display.

- g. Active outdoor sales, where an attendant is present, must be staffed by an employee of the business and must sell products customary to that business. Active outdoor sales require the submission and approval of a site plan and are subject to specific area, access, and safety standards detailed in this section.
- h. All signage must comply with the Town's sign ordinance (See Article 21).

(5) Exemptions:

The following uses are exempt from these standards, provided they have been issued zoning approval and comply with general safety, access, and fire code requirements:

- A temporary vendor with a valid itinerant merchant permit.
- Auto and truck dealers
- Boat dealers
- Camper equipment retailers
- Farmer's markets
- Flea markets
- Lawn and garden centers
- Lumber yards
- Hardware stores
- Plumbing supply stores
- Kitchen countertop suppliers
- Manufactured housing dealers
- Outdoor furniture retailers
- Heavy equipment rental and leasing
- Outdoor recreation product dealers

Section 10-3 (Z) Outdoor Storage – Supplemental Standards

(Z) Outdoor Storage

- (1) Purpose and Intent: To manage the location and appearance of outdoor storage in commercial and industrial areas to minimize visual clutter, preserve public safety, and support compatible development.
- (2) Applicability. Applies to all non-residential uses utilizing outdoor storage.
- (3) Type:
 - (A) Outdoor Storage – Commercial
 - (1) Location Restrictions:
 - a. Outdoor storage shall be located in the rear yard, directly behind the principal structure.
 - b. Outdoor storage shall not be located in drive aisles, loading zones, handicap parking spaces, near fire hydrants or fire department connection equipment, or fire lanes.
 - c. There shall be no outdoor storage permitted in a designated flood hazard area.
 - d. In instances where parcel size, setback, buffering regulations, or other conditions unique to the property do not allow for outdoor storage, the Administrator or his or her designee, may permit outdoor storage in a side yard, with the side yard storage meeting all other requirements of this section.
 - e. Outdoor storage shall not be permitted in front yards in any zoning district.
 - f. Items shall not be stored in a manner that would encroach upon any required yard setback or buffer.

(2) Screening and Buffering Requirements:

- a. Any outdoor storage area must be screened from the public view using either a masonry wall or a vinyl or wooden fence enclosure in accordance with Article 17.
- b. Outdoor storage shall not exceed the height of the required screen.
- c. Installed screening must effectively block visibility from public rights-of-way and any adjacent residential uses.
- d. Where outdoor storage abuts residential districts, a twenty-five (25) foot vegetative project boundary buffer shall be installed in accordance with Section 17-14 (a).

(3) Other Regulations:

- a. Outdoor storage shall only be permitted in accordance with an approved site plan clearly delineating storage type and site location.
- b. Storage must be clearly incidental to the primary business or industrial use on site.
- c. Storage areas are not to be used for sales or product display.
- d. Shipping containers, cargo storage containers or the like, shall not be used for outdoor storage in any district but the Light Industrial District (LI) and the Industrial District (HI).
- e. Outdoor storage shall not inhibit the access or operation of emergency services.
- f. Outdoor storage areas shall be paved or graveled to control dust, runoff, and erosion, and to prevent soil and stormwater pollution.

(B) Outdoor Storage – Industrial(1) Location Restrictions:

- a. Equipment, machinery, materials, or vehicles shall be stored on the same property for which the principal business is located.
- b. Outdoor storage shall be located in the rear yard, directly behind the principal structure.
- c. Outdoor storage shall not be located in drive aisles, loading zones, handicap parking spaces, near fire hydrants or fire department connection equipment, or fire lanes.
- d. No equipment, machinery, material, or vehicles shall be stored in a manner that would encroach upon any required yard setback or buffer.
- e. There shall be no outdoor storage permitted in a designated flood hazard area.

(2) Screening and Buffering Requirements:

- a. Outdoor storage must be screened from the public view using either a masonry wall or a vinyl or wooden fence enclosure in accordance with Article 17.
- b. Equipment, machinery, material, and vehicles stored outdoors shall be screened from the view of any public right-of-way by an opaque fence that is no less than six (6) feet tall, and inaccessible to the public.

(3) Other Regulations:

- a. Equipment, machinery, material, or vehicle storage shall not interfere with emergency access to the property or surrounding area.
- b. Outdoor storage areas shall be paved or graveled to control dust, runoff, and erosion, and to prevent soil and stormwater pollution.
- c. Public streets shall not be used for the loading or unloading of equipment, machinery, material, or vehicles.

(4) Hazardous Materials Storage

- a. A special use permit (SUP) is required for any use engaged in storing, handling, or producing hazardous materials except for those uses with incidental storage of hazardous materials customary to a trade, contracting, or light manufacturing business (e.g., HVAC, plumbing, electrical, etc.)
- b. Hazardous materials storage is strictly limited to the Light Industrial District (LI) and the Industrial District (HI) and must adhere to Section 10-4 (D).

PLANNING BOARD STATEMENT OF CONSISTENCY

The Town of Shallotte Planning Board has reviewed and recommended approval/denial the following amendment of the Town of Shallotte Unified Development Ordinance (UDO).

ORDINANCE 25-12

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT ORDINANCE, SPECIFICALLY ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, ARTICLE 10, SECTION 10-3 (Y), & ARTICLE 10, SECTION 10-3 (Z)

After review of the ordinance, staff report, and after consideration of any comments presented at the *Planning Board* meeting, the *Planning Board* hereby find the UDO amendment referenced above to be:

- ☒ Consistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is reasonable and in the public interest for the reason(s) stated below.

The proposed amendment will update the Town's Unified Development Ordinance to further define and regulate outdoor sales and merchandise displays associated with established commercial uses within the Town of Shallotte. The amendment will also separate, define, and regulate outdoor storage as an accessory use permitted in certain zoning districts.

OR

- ☐ Inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND YET is considered reasonable and in the public interest for the reason(s) set forth below.

OR

- ☐ Neither consistent nor inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is considered reasonable and in the public interest for the reason(s) set below:

5/13/2025
Date
Richard Crannan
Planning Board Chairman
Town of Shallotte

BOARD OF ALDERMEN STATEMENT OF CONSISTENCY

The Town of Shallotte *Board of Aldermen* has reviewed and **approved/denied** the following amendment of the Town of Shallotte Unified Development Ordinance (UDO).

ORDINANCE 25-12

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT
ORDINANCE, SPECIFICALLY
ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, ARTICLE 10, SECTION 10-3 (Y),
& ARTICLE 10, SECTION 10-3 (Z)

After review of the ordinance, staff report, and after consideration of any comments presented at the *Board* meeting, the *Board of Aldermen* hereby find the UDO amendment referenced above to be:

- ☒ Consistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is reasonable and in the public interest for the reason(s) stated below.

The proposed amendment will update the Town’s Unified Development Ordinance to update, define, and regulate outdoor displays, sales, and storage within the Town’s development jurisdiction.

OR

- ☐ Inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND YET is considered reasonable and in the public interest for the reason(s) set forth below.

OR

- ☐ Neither consistent nor inconsistent with the Town of Shallotte 2018 Land Use Plan and any other officially adopted plan that is applicable, AND is considered reasonable and in the public interest for the reason(s) set below:

Date

Mayor
Town of Shallotte

**TOWN OF SHALLOTTE
ORDINANCE 25-12**

**AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED
DEVELOPMENT ORDINANCE, SPECIFICALLY
ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, ARTICLE 10,
SECTION 10-3 (Y), & ARTICLE 10, SECTION 10-3 (Z)
REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN
CONFLICT THEREWITH; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town of Shallotte is a duly incorporated municipality within the State of North Carolina and is authorized to adopt zoning and development regulation ordinances per section §160A-381 of the North Carolina General Statutes; and

WHEREAS, the Town of Shallotte oversees the planning and zoning requests and requirements for lands located within its town limits and the extra territorial jurisdiction near the town’s limits; and,

WHEREAS, the Town of Shallotte has the authority pursuant to NC G.S §160A-364 to adopt, amend, or repeal ordinances; and

WHEREAS, The Board of Aldermen for the Town of Shallotte deems it to be in the public’s best interest to amend the Unified Development Ordinance with a text amendment so as to provide for changes as set forth below to ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, ARTICLE 10, SECTION 10-3 (Y), & ARTICLE 10, SECTION 10-3 (Z). The proposed amendment will update, define, and regulate outdoor displays, sales, and storage within the Town’s development jurisdiction; and

THEREFORE, be it ordained by the Board of Aldermen of the Town of Shallotte that the Town of Shallotte Unified Development Ordinance shall be amended as detailed herein:

ARTICLE 2, SECTION 2-2, ARTICLE 10, SECTION 10-2, ARTICLE 10, SECTION 10-3 (Y), & ARTICLE 10, SECTION 10-3 (Z).

See attached “Exhibit A”

Section 2. All Town Code sections in conflict herewith are hereby amended and repealed in relevant part to conform with the above sections. The Town Clerk and editor of the Town Code and UDO are hereby authorized to amend those documents, all relevant citations to those sections of the Town Code, restate chapters, sections, provisions, and related references to these sections of the Town Code, as may be necessary.

Section 3. This ordinance shall take effect *immediately* upon passage and shall apply to any zoning permit applications submitted following that effective date.
INTRODUCED AT A Regular Meeting of the Board of Aldermen on June 03, 2025, and adopted at a Regular Meeting of the Board of Aldermen on June 03, 2025.

SIGNED THIS ____ day of _____, 20____.

TOWN OF SHALLOTTE, NORTH CAROLINA

Mayor

ATTEST:

Town Clerk