



Shallotte Planning Board Meeting Agenda

August 12, 2025 at 5:30 PM

Meeting Chambers – 110 Cheers Street

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA AMENDMENTS

PUBLIC COMMENT

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES

[July](#) 08, 2025

3. CONFLICT OF INTEREST STATEMENT

[Planning](#) Board Conflict of Interest Statement

4. PRESENTATION

[a.](#) Andrew Babb, PE, AICP

transportation Project Manger

Bolton & Menk, Inc.

5. ACTION ITEMS

[I.](#) Proposed Rezoning REZ 25-13

117 Al Street

Parcel ID # 198AB006

David & Ellen Frazee

R-10 to CB

0.89 Acres+/-

[II.](#) ANX 24-21 Thamesmen Village

Parcel ID # 2290003505

County R-7500 to Shallotte PUD

23.3 Acres Bay Rd.

66 Single Family Lots

III. Zoning Text Amendment: TXT 25-24

SUP to Conditional Rezoning - Phase 1 with BOA Revisions

Article 2, Section 2-2, Article 10, Table 10-1 & 10-2, and Article 10, Section 10-3 (I).

Staff Initiated

IV. Zoning Text Amendment: TXT 25-23

Screening in Front Yards For Utilities and Critical Infrastructure

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

Staff Initiated

V. Zoning Text Amendment: TXT 25-25

Tattoo & Body Piercing Establishments

Article 10, Section 10-2 & Article 10, Section 10-3 (GG).

Staff Initiated

6. OLD AND NEW BUSINESS

a. Department Report

July 2025

N) ADJOURN



The Shallotte Planning Board met for their regularly scheduled meeting on July 8, 2025 at the Shallotte Town Hall Meeting Chambers with Chairman Richard Gannaway presiding.

Members Present: Maria Paslick Melodie Bryant, Edward Springer, Richard Gannaway, Ron Johnson, Amy Causey and Amanda Dunn.

Members Absent: None

Staff Present: Robert Waring and Debra White

Aldermen Liaison: Absent

1. Agenda Amendment: None

2. Public Comments None

3. Approval of Agenda:

Maria Paslick motioned to approve the agenda as presented, seconded by Edward Springer. The motion passed 7 yes, 0 no.

4. Approval of Minutes:

Melodie Bryant motioned to approve the June 10, 2025 minutes with correction, seconded Ron Johnson. The motion passed 7 yes, 0 no.

5. Conflict of Interest Statement

The Chairperson ask the Board members if they have any potential conflict of interest with the items on the agenda per NCGS 160D-109.

There was no conflict of Interest.

6. Zoning Text Amendment: TXT 25-18 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 2, Section 2-2, Article 9, Section 9-6(B), & Article 10, Tables 10-1 & 10-2.

The proposed amendment also establishes and defines two categories of multi-family uses, major and minor, allowing for minor multi-family projects “by right” and to be approved administratively.

Recategorizing fewer intensive uses and establishing “by right” and conditional rezoning standards will promote development without the heavy burden that often accompanies the quasi-judicial process.

Action Taken:

Melodie Bryant motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-18, Article 2, Section 2-2, Article 9, Section 9-6(B), & Article 10, Tables 10-1 & 10-2 with suggestions made by staff to allow Adult Care Home and Family Care Home as a permitted use instead of conditional use in designated zoning areas. Motion seconded by Amanda Dunn. The motion passed 6 yes 1 no, Maria Paslick voted no.

Ron Johnson motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Melodie Bryant. The motion passed 6 yes, 1 no, Maria Paslick voted no. She disagrees that it is in the Public's best interest.

7. Text Amendment: TXT 25-20 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 10, Section 10-3, (H), supplemental standards for multi-family development.

The updated language breaks multi-family projects into two tiers, requires internal sidewalks, requires additional setbacks for building taller than two stories, and revises open space standards.

The proposed language does not change density allowances, max height, or zones in which M-F developments are permitted.

Action Taken:

Ron Johnson motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-20 Article 10, Section 10-3, H-2(C), supplemental standards for multi-family development. with changes on Section 10-3, H-2(C) Placement of Building to "setback of no less than 30 feet from any property boundary which contains single family housing." Motion seconded by Edward Springer. The motion passed 7 yes 0 no.

Amy Causey motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Edward Springer. The motion passed 7 yes 0 no.

8. Text Amendment: TXT 25-17 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 20, Section 20-3, Article 20, Section 20-7, & Article 20, Section 20-8, Pervious Parking Areas.

The proposed amendment updates ordinance language to allow parking areas to use pervious surfacing materials in certain zoning districts within the Town's development jurisdiction. It also establishes regulatory standards which would apply to parking areas utilizing pervious surfacing materials.

Establishing these standards will provide additional parking options for projects where impervious surfacing may be too costly or not feasible based on size and need.

Action Taken:

Edward Springer motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-17 Article 20, Section 20-3, Article 20, Section 20-7, & Article 20, Section 20-8. Motion seconded by Ron Johnson. The motion passed 7 yes 0 no.

Maria Paslick motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Amanda Dunn. The motion passed. The motion passed 7 yes 0 no.

9. Text Amendment: TXT 25-19 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 16, Section 16-2, minimum size of a Planned Unit Development (PUD).

The proposed amendment will reduce the minimum size allowed for a PUD from 25 acres to 20 acres and allow for greater use of the PUD zoning. It would also allow the evaluation (TRC, Planning Board, & Board of Aldermen) of a master plan during the rezoning process. These master plans can be reviewed and conditioned. Furthermore, they can be tailored to fit with density and use prescriptions within the Town's land use plans.

The PUD zoning is a beneficial tool as it allows residential zoning to be reviewed via the legislative process rather than the quasi-judicial process required with some zoning tools.

The proposed language does not change density allowances, max height, or zones in which PUD developments are permitted.

Action Taken:

Ron Johnson motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-19 Article 16, Section 16-2, minimum size of a Planned Unit Development. Motion seconded by Edward Springer. The motion passed 7 yes 0 no.

Amy Causy motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Edward Springer. The motion passed. The motion passed 7 yes 0 no.

10. Old & New Business

No Action Required

11. Adjournment

Ron Johnson made a motion to adjourn, seconded by Edward Springer. The motion passed 7 yes 0 no.

Respectfully Submitted,

Debra White

Debra White,
Planning Board Clerk

Town of Shallotte Planning Board Conflict of Interest Statement

Taking into consideration the general statute below and the items described on this month's agenda, does any member of the Planning Board 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

Collector Street Plan

Planning Board
August 12, 2025

Agenda

- Process overview
- Plan recommendations
- Ongoing and next steps

Collector Street Plan Context and Goals

Today's Problem

- Limited roadway connectivity beyond major arterials (like US 17)
- History of one-way-in/one-way-out development
- Forcing traffic on relatively few major roads

CSP Goals

- Find ways to decrease dependence on major roads for short trips
- Create safe routes for bicyclists and pedestrians
- Leverage collector streets to improve safety and efficiency of roadway network

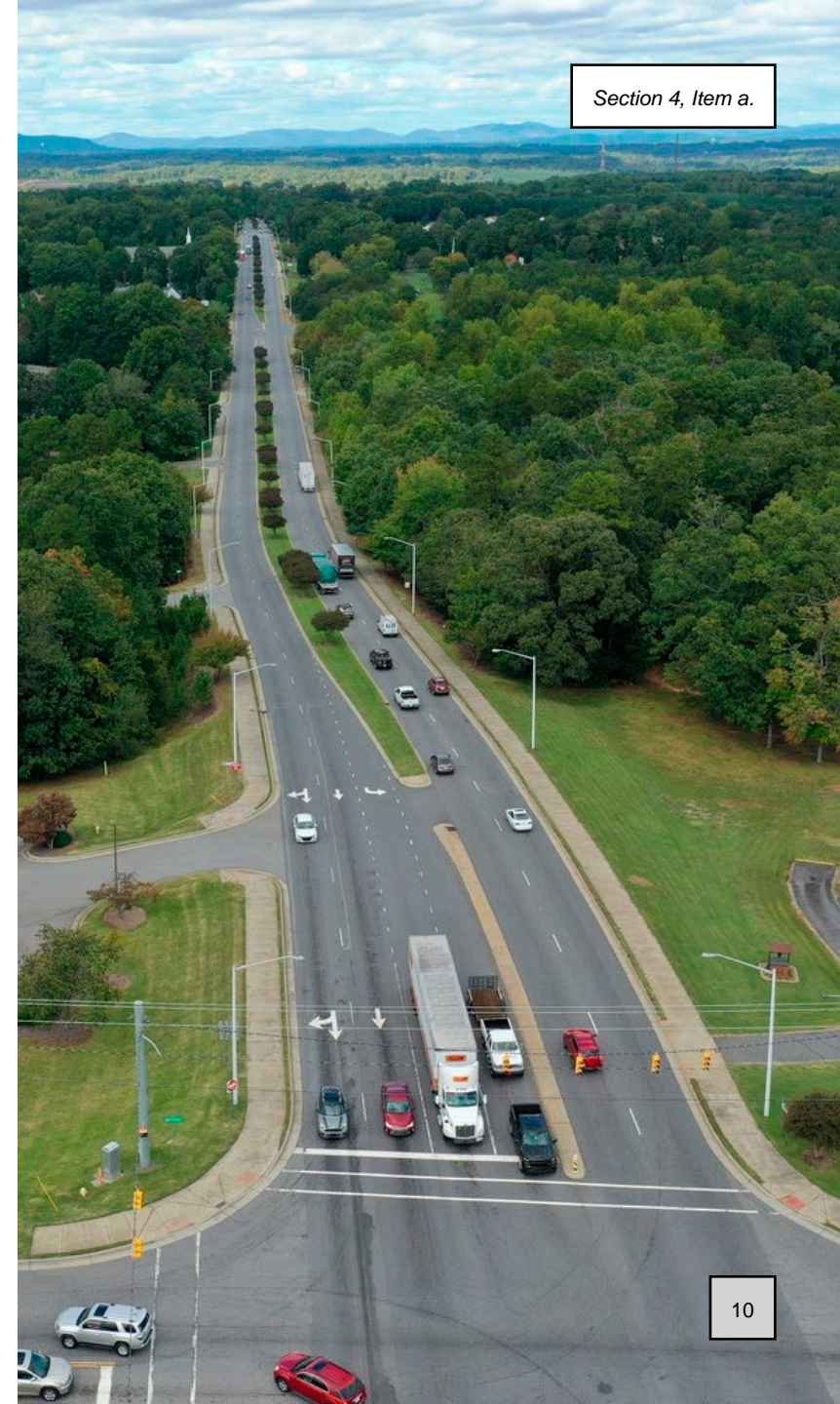
Functional Classification

Arterial

- Highest speed, highest traffic volume roadway
- Serve long-distance travel
- Often multiple lanes in each direction
- US 17

Collector

Local



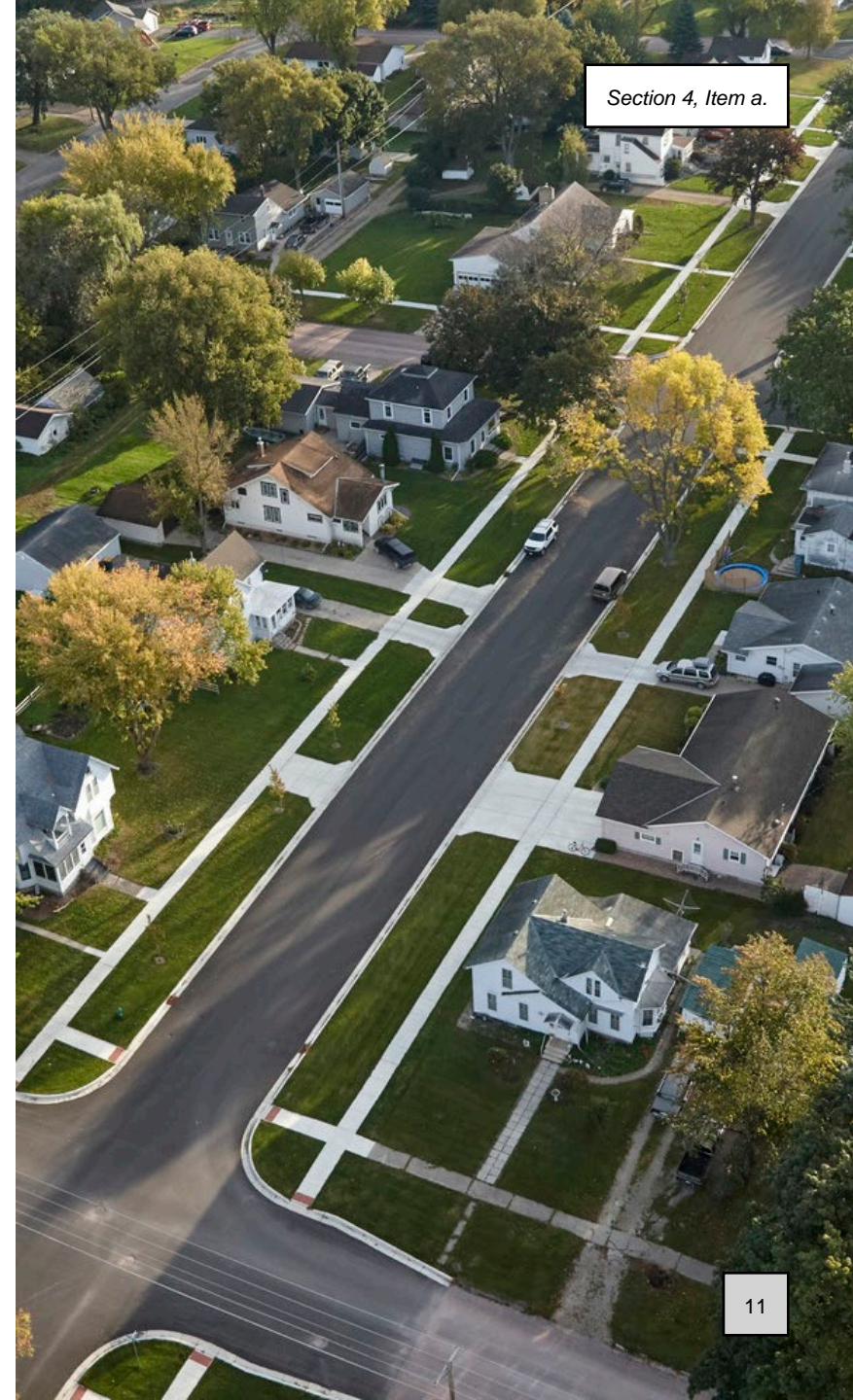
Functional Classification

Arterial

Collector

Local

- Lowest speed, lowest traffic volumes
- Connect individual properties with roadway network
- Usually one lane in each direction



Functional Classification

Arterial

- Middle speed (25-45mph)
- Connect neighborhoods with destinations and arterials

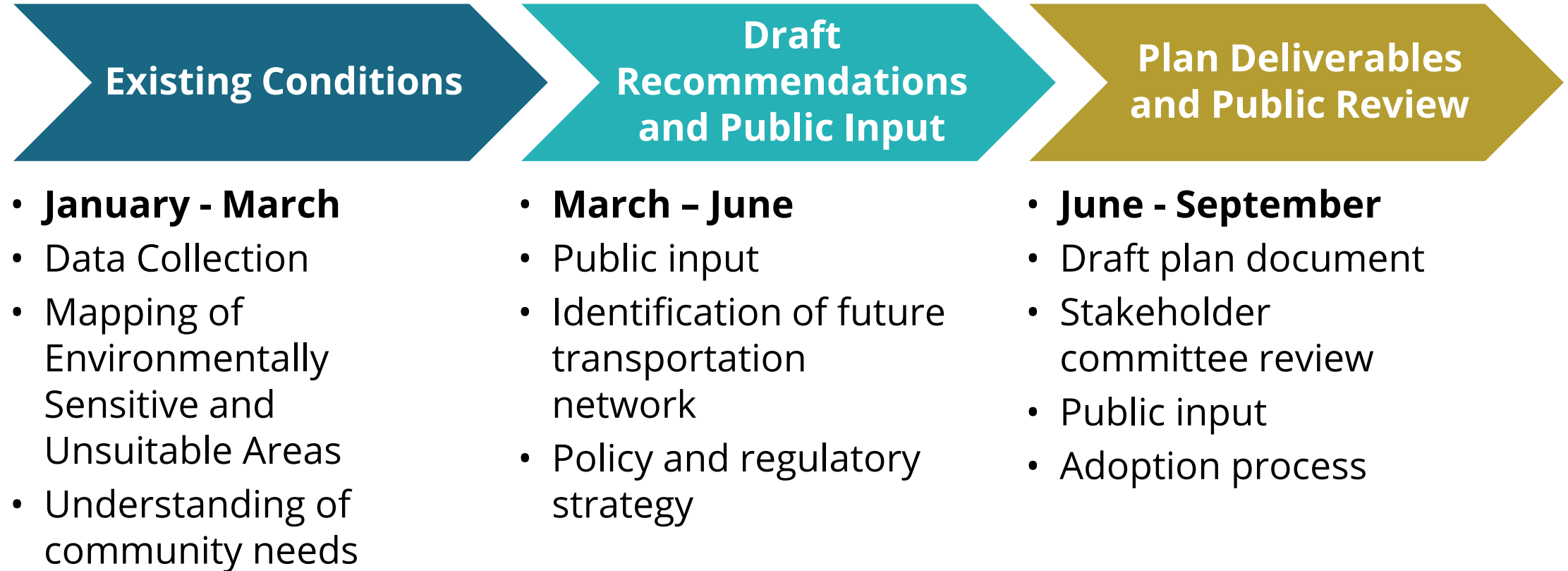
Collector

- NC 130/Holden Beach Rd, NC 179/Bricklanding Rd, Gray Bridge Road
- Usually one lane in each direction, with turn lanes

Local

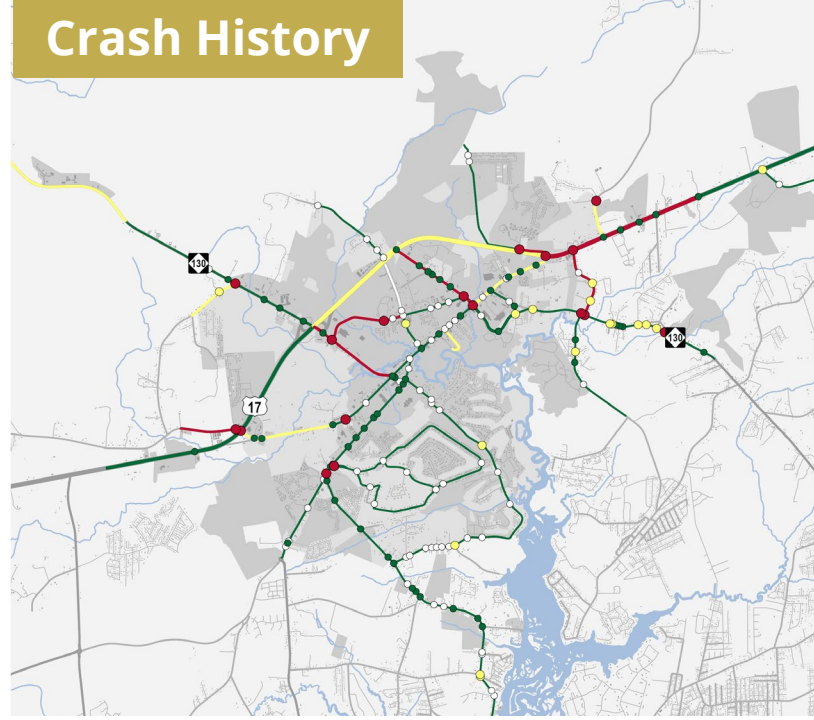


Plan Process

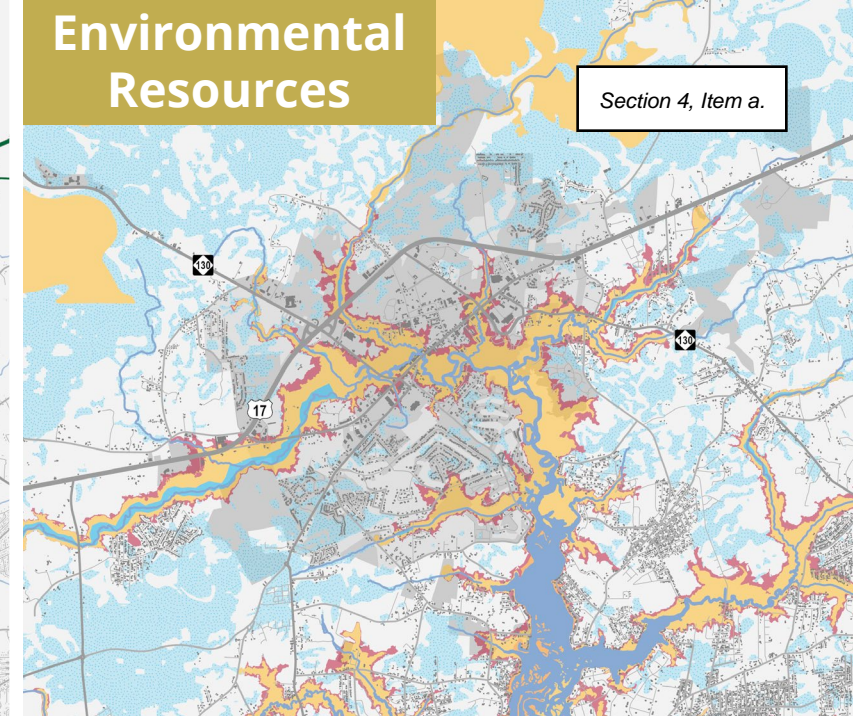


Existing and Future Conditions

Crash History

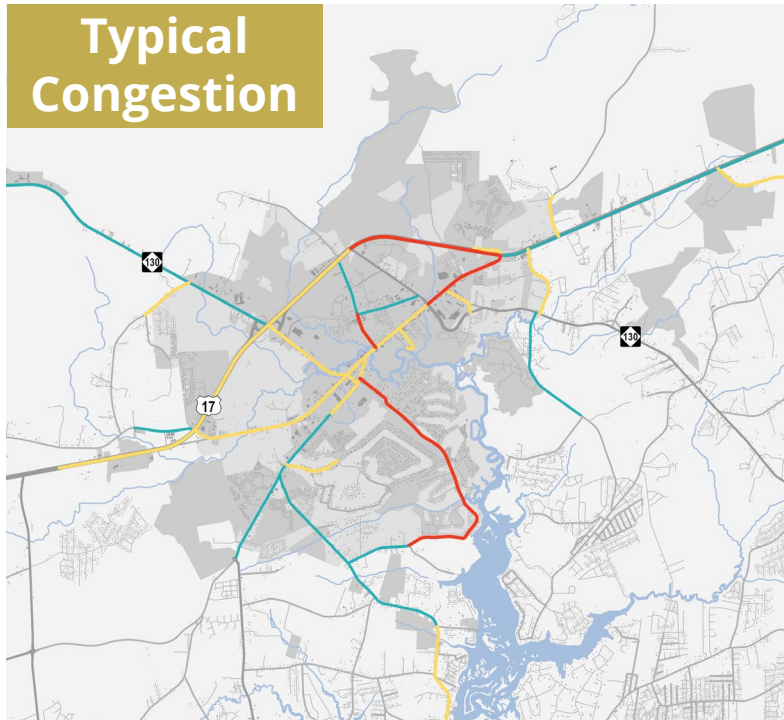


Environmental Resources

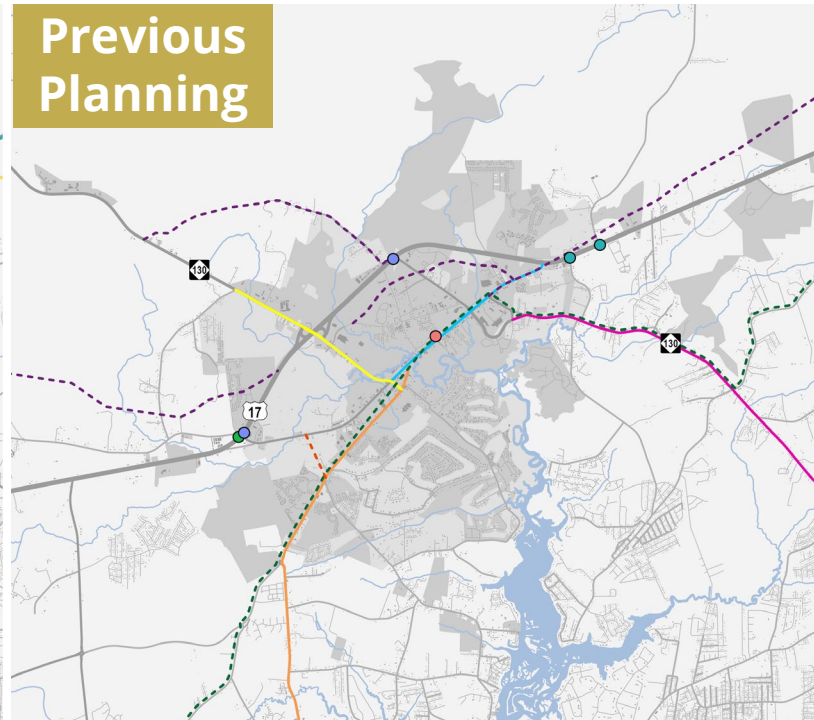


Section 4, Item a.

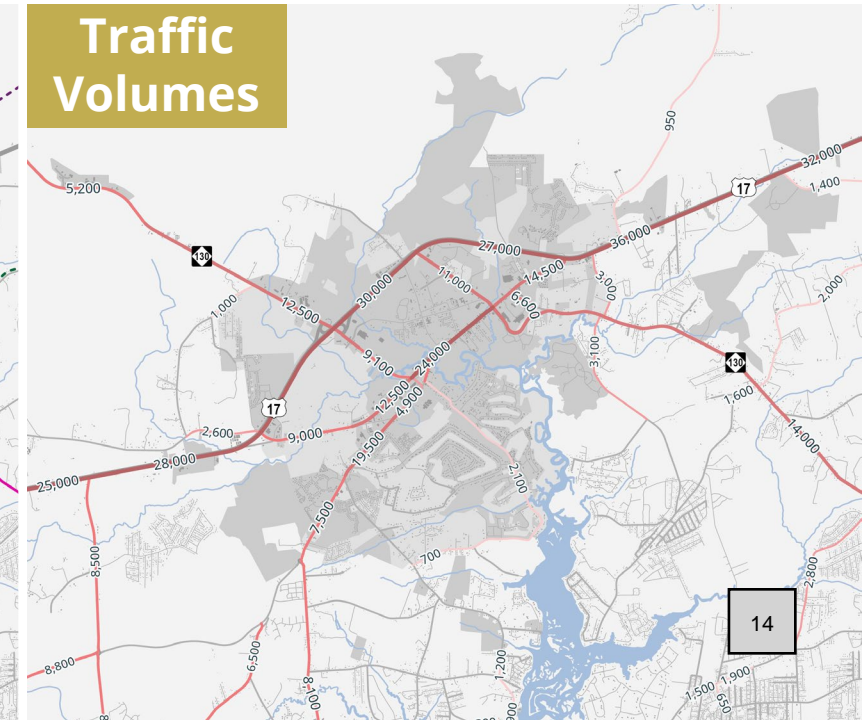
Typical Congestion



Previous Planning



Traffic Volumes



Spring Public Engagement Overview

- Over 80 people participated between in-person open houses, online surveys, and paper surveys
- Travel Mode Activity
- Goals Activity
- Project Types Activity
- Map Activity



Public Engagement

Major Themes

Create new routes in outer **Shallotte** to create a consistent network through these areas.

Invest in the existing **collector network** to improve safety and mobility for drivers, bicyclists, and pedestrians.

Improve existing and build new roadways with **dedicated walking and bicycling facilities** to make all modes of travel safe and appealing.

Create new routes **parallel to and connecting to Main Street** to create alternate ways to travel within and around central Shallotte

Recommendations Overview

New Roads (NR)

Corridor Improvements (CU)

Intersection Improvements (II)

Multimodal Improvements (MM)

- Largest group of recommendations
- Many new roads would likely be built as part of future (re)development
- All recommendations envisioned as two-lane roads

Recommendations Overview

New Roads (NR)

Corridor Improvements (CU)

Intersection Improvements (II)

Multimodal Improvements (MM)

- Improvements to existing collector street system
- Focused on safety and congestion challenges
- Widenings taken from Brunswick County CTP

Recommendations Overview

New Roads (NR)

- Investments in walking and bicycling facilities

Corridor Improvements (CU)

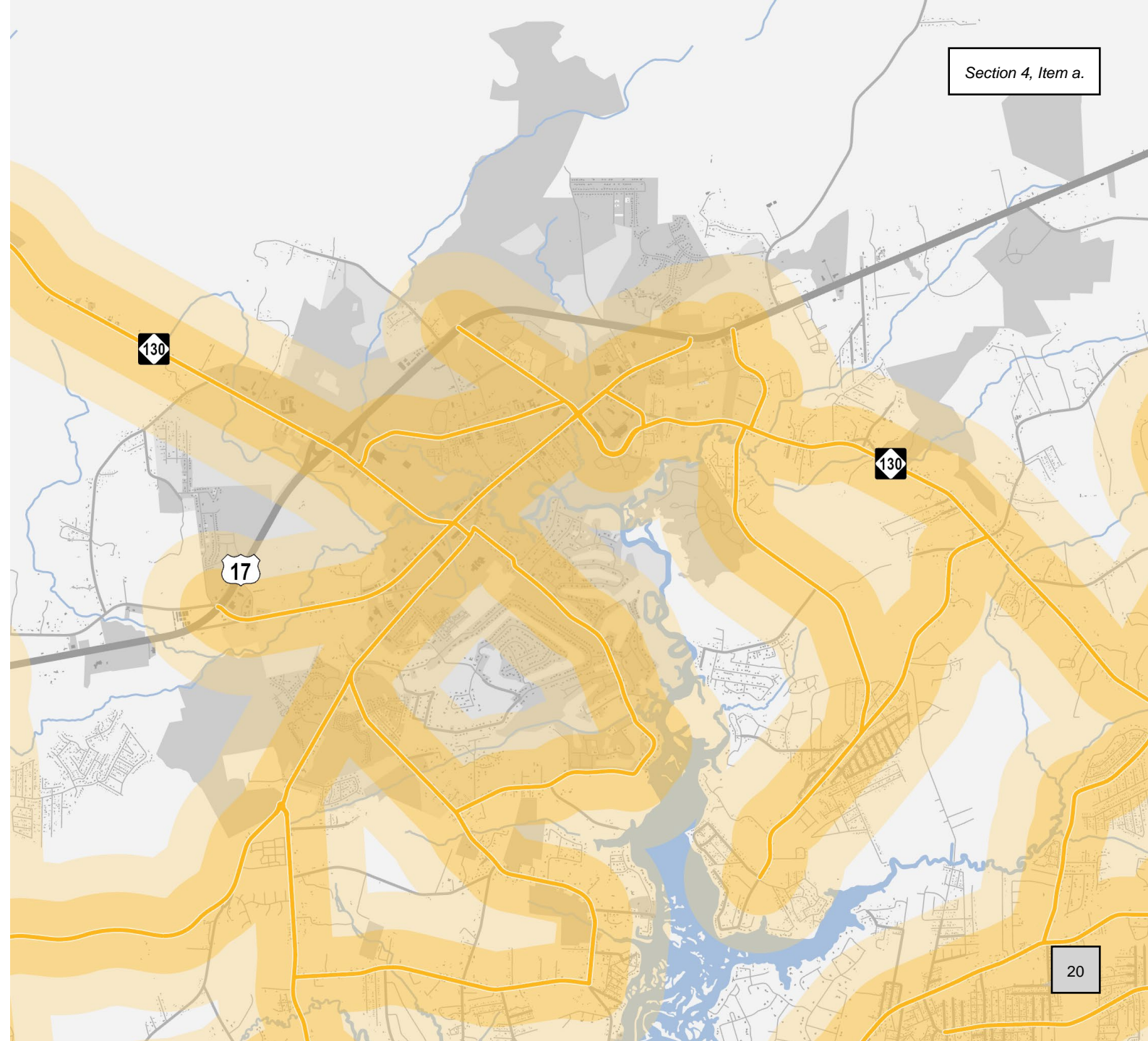
- Taken largely from the Town's bicycle and pedestrian plan

Intersection Improvements (II)

Multimodal Improvements (MM)

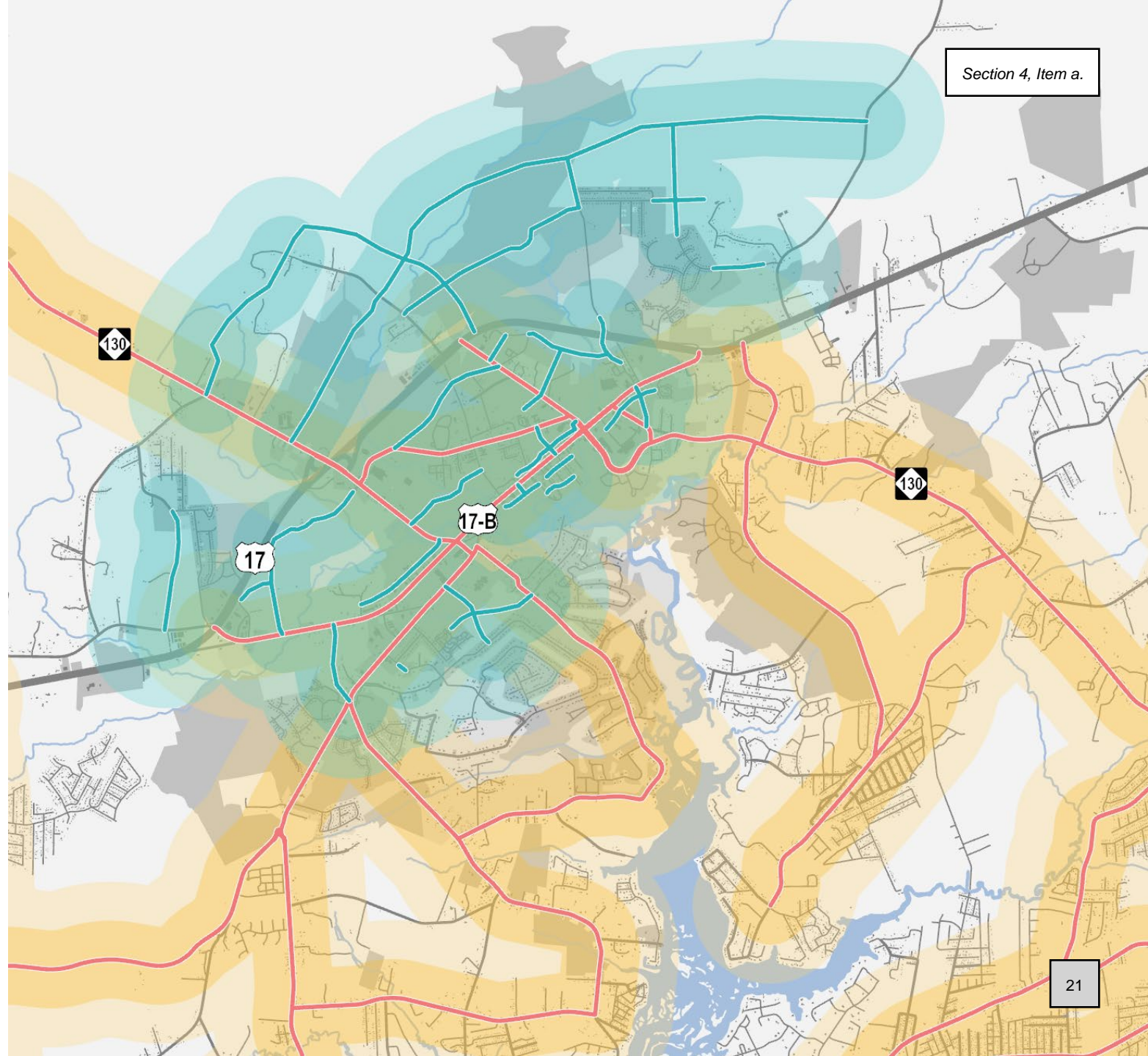
Existing Collector Coverage

- FHWA guidance: Collectors should be spaced every $\frac{1}{2}$ to 1 mile in built up areas
- Today's collectors provide coverage to most built-up areas, but neglect areas of future development



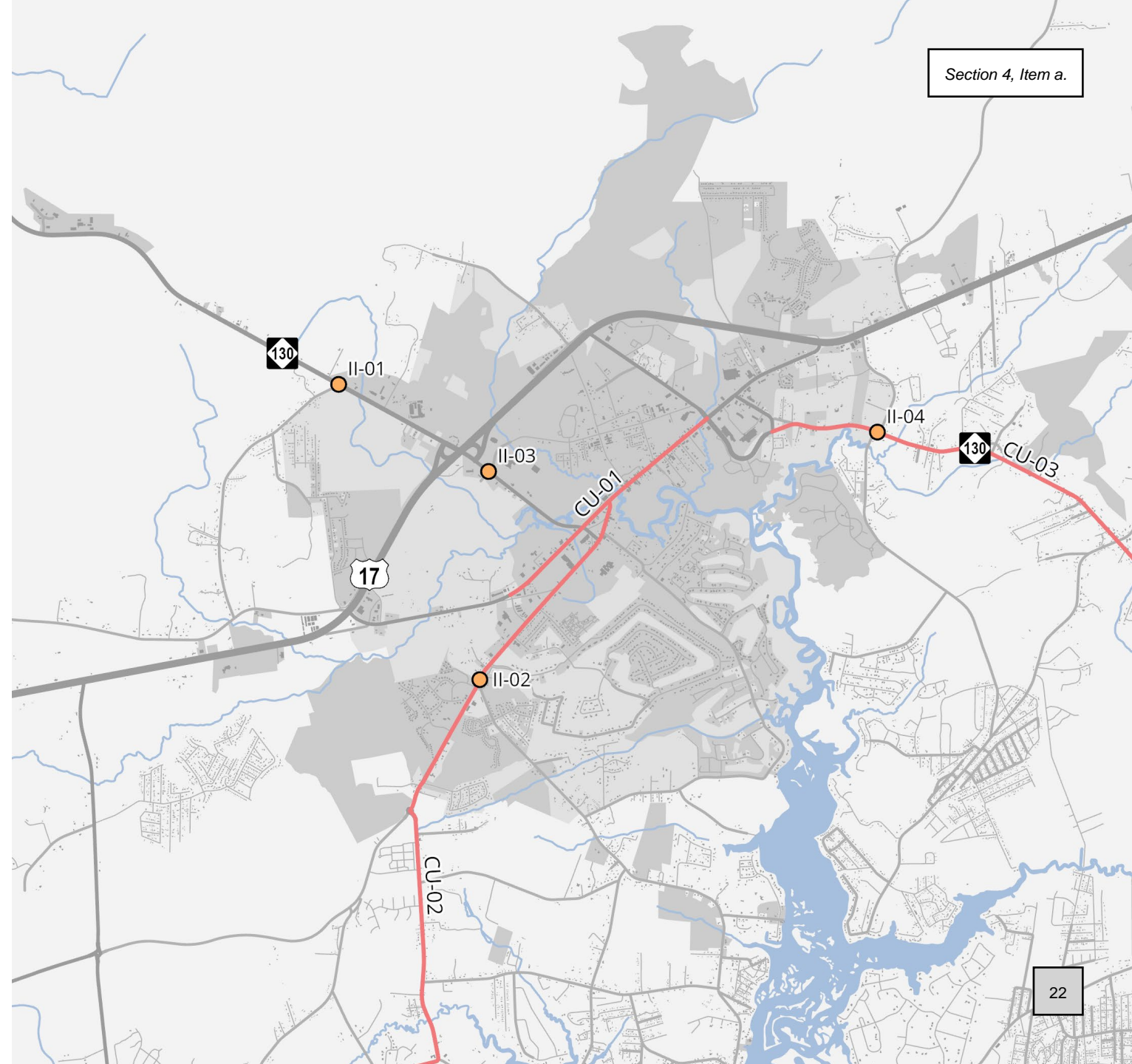
Future Collector Coverage

- New alignment roadways provide additional coverage in areas of congestion and new coverage in areas where future development is anticipated



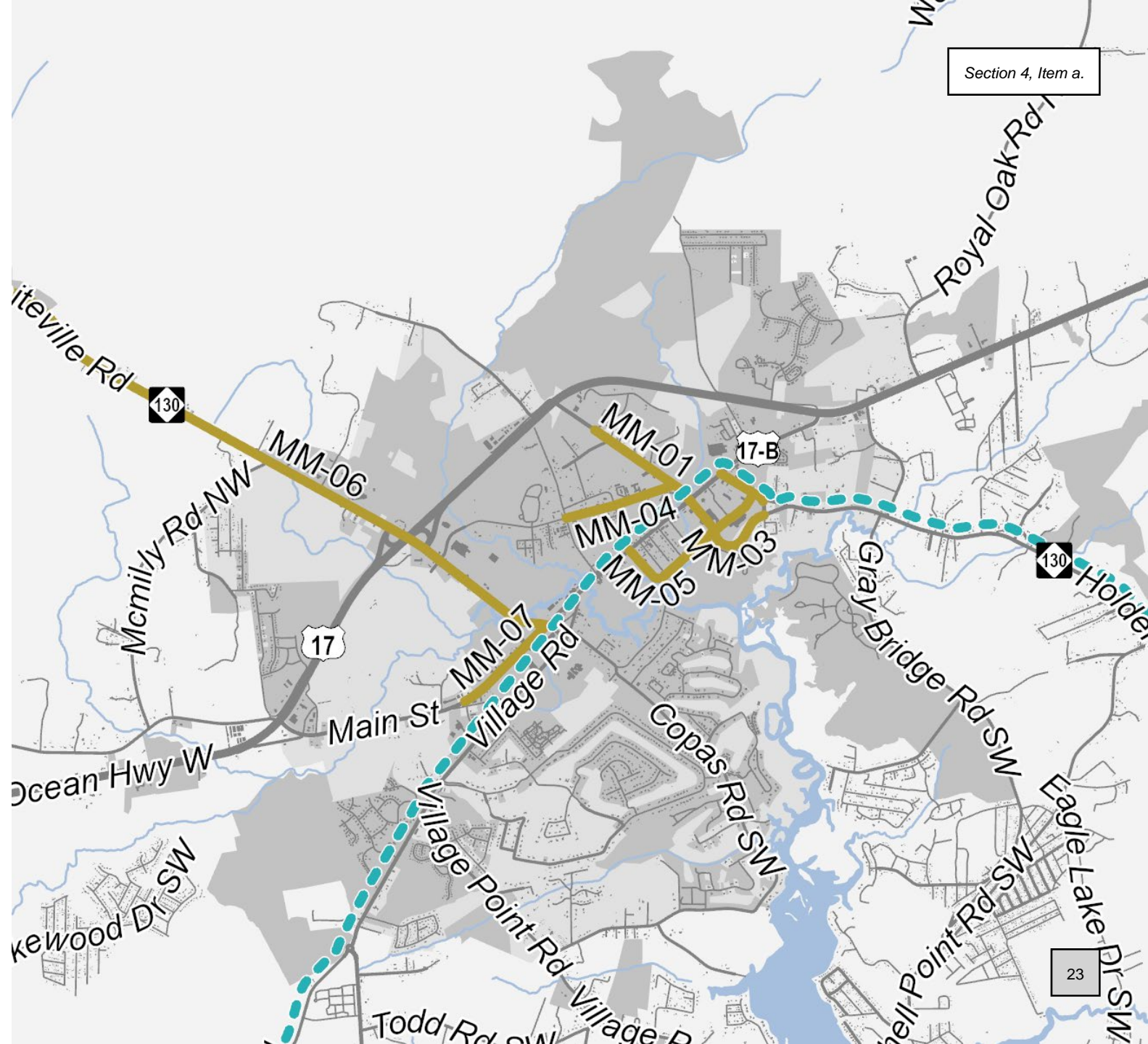
Improvements to Existing Collectors

- Detailed study on Main Street
- Widening on NC 179 (from CTP)
- NC 130 widening (from CTP)
- Safety and capacity intersection improvements



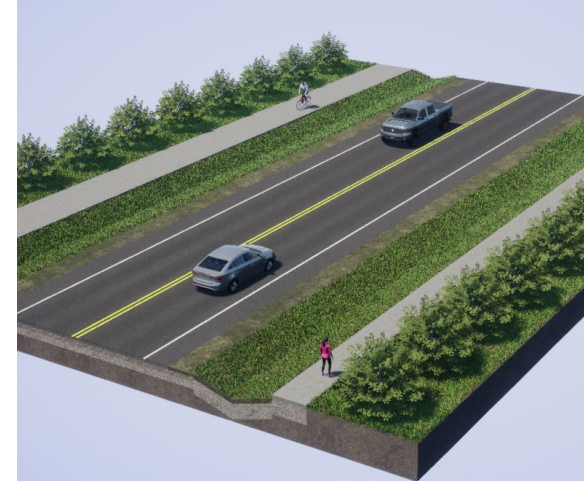
Bicycle and Pedestrian Improvements

- Largely from Town's Bicycle and Pedestrian Plan
- All new roadways would be planned with dedicated bicycle and pedestrian facilities



Roadway Design Recommendations

- Document includes design guidelines for new roads including:
 - Rural section (ditch drainage)
 - Urban section (curb and gutter)
 - Backage roads
 - Multi-lane roads
- Other policy recommendations for new development connectivity



Ongoing and Next Steps

- **Draft document** is currently available for public review **through August 26th**

www.TownOfShallotte.org/transportation

- Plan to return to **September Planning Board meeting** with revised document for recommendation to adopt
- If recommended, plan to present to **Board of Aldermen at their October** meeting for adoption



Town of Shallotte Planning Board
ACTION AGENDA ITEM
2025

TO: Planning Board

FROM: Brandon Eaton, Planner II

ACTION ITEM #: REZ 25-13

MEETING DATE: 08-12-2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED:

Review rezoning petition REZ #25-13 and supporting documentation and provide a recommendation to the Board of Aldermen.

PUBLIC HEARING: ☐ YES ☒ NO

BACKGROUND/PURPOSE OF REQUEST:

David Summerlin has submitted a petition for rezoning of property located at 117 Al St. (PID # 198AB006) on behalf of David & Ellen Frazee.

The property owner has requested that this parcel be zoned Central Business (CB). The property is currently zoned Residential (R-10).

The site is comprised of one parcel fronting Al Street, containing an existing single-family home and accessory structure.

The Town's Future Land Use Map identifies the area as "Mixed Use".

The proposed zoning is consistent with future land use map.

The surrounding properties are zoned as follows:

North - CB

South - CB

East – R-10

West – CB

The Planning Board may:

Vote to recommend the rezoning as proposed; or

Vote to recommend denying the rezoning as proposed; or

Continue the item until additional information is presented.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:

☐ YES ☒ NO

CAPITAL PROJECT ORDINANCE REQUIRED:

☐ YES ☒ NO

PRE-AUDIT CERTIFICATION REQUIRED:

☐ YES ☒ NO

REVIEWED BY DIRECTOR OF FISCAL OPERATIONS

☐ YES ☒ NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:

☐ YES☒ NO☐ N/A**ADVISORY BOARD RECOMMENDATION: NA****STAFF RECOMMENDATION:**

The proposed change is consistent with the current FLU Map.

FINANCE RECOMMENDATION: NA**ATTACHMENTS:**

1. Rezoning Application
2. Area map
3. Mixed Use Description
4. Table of Permitted Uses
5. Draft Statement of Consistency

ACTION OF THE BOARD OF ALDERMEN

APPROVED:

☐
☐

DENIED:

ATTEST:

CLERK TO THE BOARD

DEFERRED

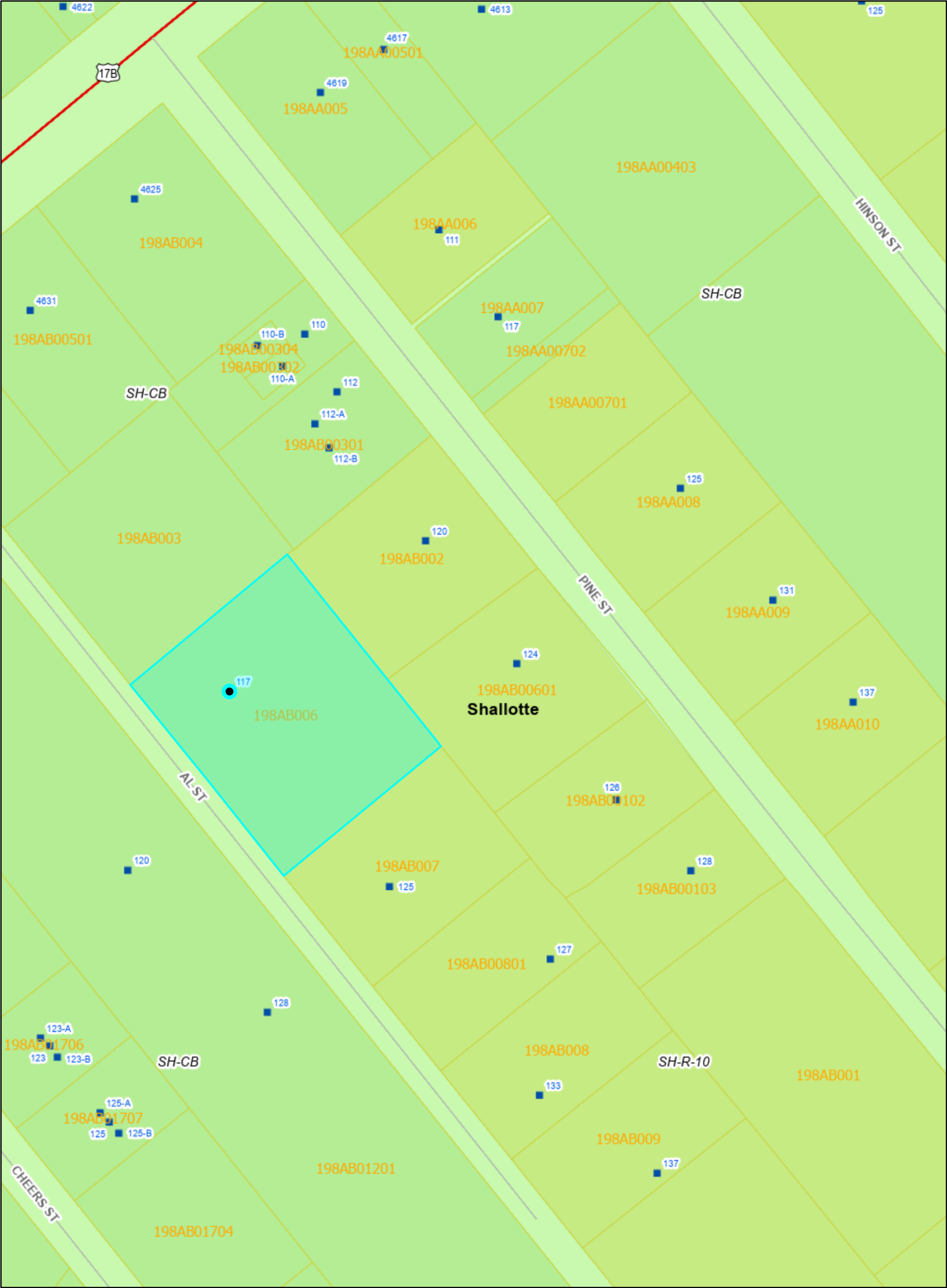
UNTIL:

SIGNATURE

OTHER:

☐

Brunswick County GIS Data Viewer



7/9/2025, 9:00:56 AM

Zoning

SH-CB

SH-HB

SH-R-10

County Boundary

Parcels

Municipalities

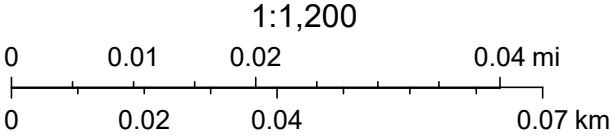
Shallotte City

Roads

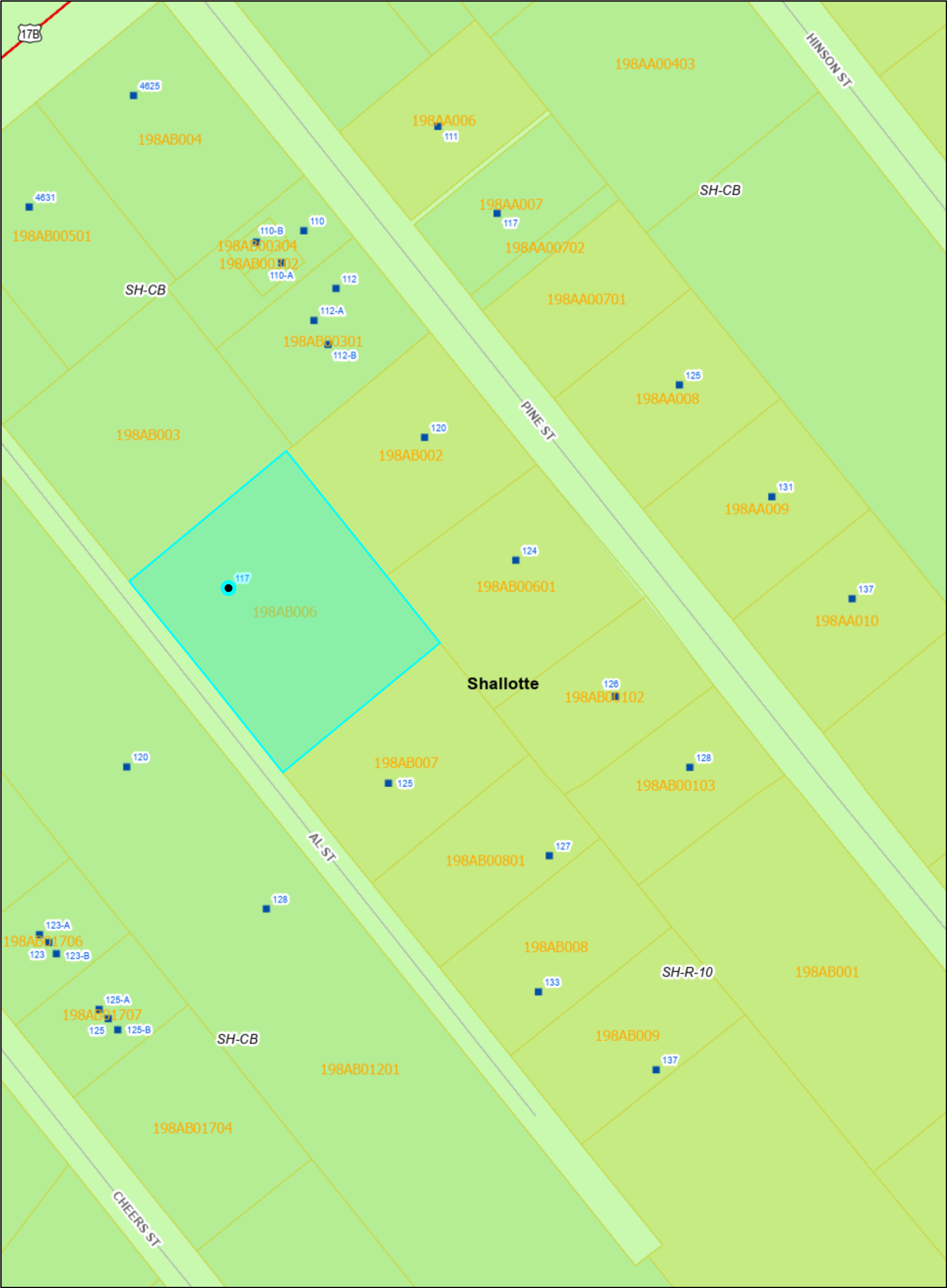
US Hwy

Minor

Addresses



Brunswick County GIS Data Viewer



7/9/2025, 8:59:02 AM

Zoning

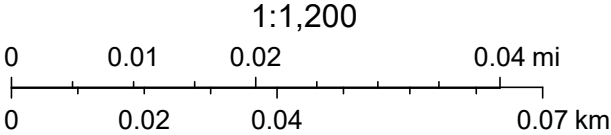
- SH-CB
- SH-R-10
- County Boundary

Parcels

- Municipalities
- Shallotte City

Roads

- US Hwy
- Minor
- Addresses



MIXED USE

The Town of Shallotte recognizes the positive impact that walkable urban development practices could have in an area. This future land use category should be composed of a mixture of integrated commercial, office, institutional, and residential uses. This designation provides flexibility to the Town in determining future zoning decisions. This future land use classification is not intended to be solely reserved for mixed use developments. Single use developments that contribute toward an integrated land use pattern of appropriate commercial, office, institutional, and medium/high density residential uses are encouraged.

Developments located in areas designated as Mixed Use are intended to be designed to create a pedestrian-friendly environment, with an urban development pattern where buildings front interconnected public streets with sidewalks and with stormwater infrastructure and parking located behind buildings. Urban design is a primary consideration in Mixed Use areas and a wide variety of uses is appropriate as long as a development pattern is employed that fully incentivizes pedestrian walkability and street-level activity.

Mixed Use

Desired Uses:

- Commercial/retail uses that encourage pedestrian activity. Examples include restaurants, cafes, drug stores, hotels, and retail-oriented uses.
- Office & Institutional
- Residential uses at varying densities including multi-family, townhome, and single-family dwellings
- Water-oriented retail and recreational uses

Inappropriate Uses:

- Auto-oriented uses such as drive-through, gas stations, and establishments requiring large surface parking.
- Single-family residential uses
- Industrial uses

Desired Density:

- Residential uses: 14 dwelling units per acre (du/a)
- Non-residential uses: No minimum lot size

Table 10-2: Table of Permitted Uses

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
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, (DUPLEX)	P	P	P												P
DWELLING, (TOWNHOUSE)	P	P	P								P				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
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	S	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	LI	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	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
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			
UPHOLSTERY SHOPS								P		P		P	P		
VIDEO RENTAL							P	P		P					P
WATER DEPENDENT COMMERCIAL USES							S	S	S						

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
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 DETAILING SERVICES										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	LI	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	LI	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)

Planning Board Zoning Map Amendment Statement of Consistency

1. (Approval)

The Town of Shallotte *Planning Board* has reviewed in full the petition REZ #25-13 to rezone ±0.89 acres of real property (Parcel ID 198AB006) owned by David & Ellen Frazee from R-10 to CB. After review of the petition, the Planning Board hereby *recommends* that the property be rezoned to B-2 from its current zoning. In making this *recommendation*, the *Planning Board* finds that [check all that apply]:

- ☒ The size of the area to be rezoned, which is ±0.89 acres is compatible with the proposed rezoning to CB.
The area exceeds the minimum lot size and width in the proposed zoning district and development type.
- ☒ All permitted uses in Article 10 Table of Permitted Uses of the Shallotte Unified Development Ordinance have been considered in this decision.
The Table of Permitted Uses was reviewed.
- ☒ The proposed rezoning to CB is compatible with the Town of Shallotte Land Use Plan.
The Future Land Use Map identifies this area as Mixed Use and the uses allowed within the CB zoning district are consistent with this description.
- ☒ The benefits of rezoning the tract to CB outweigh any detriments.
The properties to the north of the subject parcel are currently zoned CB, and the parcels rear of the subject parcel are currently zoned for medium density residential use. The planning area calls for a mix of commercial/retail uses that encourage pedestrian activity, and residential uses at varying densities.
- ☒ The relationship between the uses of the proposed zoning of CB and the surrounding area are either identical or compatible.
The mixed-use planning area aims to blend commercial and residential uses to create a pedestrian-friendly environment.
- ☒ This new zoning promotes the public health, safety, and general welfare of the community.
The new zoning will promote public health, safety, and general welfare by adding to the lighter commercial element of the intended mix of pedestrian-friendly uses, prohibiting heavier commercial and industrial uses in a mixed use and/or commercial/residential transitory corridor.

☐ Other comments:

Date: _____

Planning Board Chairman
Town of Shallotte

2.

(Denial)

The Town of Shallotte *Planning Board* has reviewed in full the petition REZ #25-13 to rezone ± 0.89 acres of real property (Parcel ID 198AB006) owned by David & Ellen Frazee from R-10 to CB. After review of the petition, the Planning Board hereby *recommends* that the property **NOT** be rezoned to CB from its current zoning. In making this *recommendation*, the *Planning Board* finds that:

- ☐ The area in question, which is ± 0.89 Acres, is NOT compatible with the requested rezoning to CB.
- ☐ All permitted uses in Article 10 Table of Permitted Uses of the Shallotte Unified Development Ordinance have been considered in this decision and were found to be inappropriate.
- ☐ The requested rezoning to CB is NOT compatible with the Town of Shallotte Land Use Plan.
- ☐ The benefits to the requested rezoning to CB DO NOT outweigh any detriments.
- ☐ The relationship between the uses of the requested new zoning of CB and the surrounding area are NOT compatible.
- ☐ This new zoning does NOT promote the public health, safety, and general welfare of the community.
- ☐ Reason for Recommending Denial/Other comments:

Date: _____

Planning Board Chairman
Town of Shallotte



Town of Shallotte Planning Board
ACTION AGENDA ITEM
2025

TO: Planning Board

FROM: Robert Waring, Planning Director

ACTION ITEM #: ANX: 25-21
MEETING DATE: 8/12/2025
DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED: Review the petition for rezoning ANX 25-21, Thamesmen Village (Faatz) Planned Unit Development, along with the supporting documentation and provide the Board of Aldermen a recommendation for the request.

PUBLIC HEARING: ☐ YES ☐ NO

BACKGROUND/PURPOSE OF REQUEST: Mr. Brian Fleer, on behalf of Aubrey & Amanda Faatz has submitted a petition for the annexation & rezoning of property located along Bay Rd. (PID # 2290003505). The 22.28-acre property is currently vacant.

The property owner has requested that the property be rezoned into the Town's Planned Unit Development (PUD). Their master plan consists of 66 single family lots & maximum proposed density of 3 units/acre. The site meets the minimum size requirement for a PUD and provides the appropriate amount of open space.

The Town's 2018 Land Use Plan-Future Land Use Map identifies that area as "Low Density Residential" which entails a max density of 3 units/acre and prescribes single-family residential as desired uses.

The Town does not require buffering between similar uses i.e. single-family residential to single-family residential.

Although the proposed project falls below the threshold for traffic impact analysis (TIA) the applicant did draft a study and took into account the other developments in the area. The TIA calls for the construction of a site drive as a westbound approach with one ingress and one egress lane striped as a shared left-turn/right-turn lane. They will need to apply for a NCDOT driveway permit along Bay Rd. The proposed street layout does provide stub connections to the adjacent undeveloped properties. Internal roads will be designed/constructed to NCDOT standards & dedicated to the Town for maintenance.

The development will make use of Town sewer with design specifics to be provided with future preliminary subdivision plans. The project will also be required to submit stormwater permit applications to the Town and NC Dept. of Natural Resources. Some wetlands have been documented with the USACE, though this plan shows they are not being impacted. There are no flood hazards located on the property.

The surrounding properties are zoned as follows:
North- County Residential-7500 (CO R-7500) & Shallotte PUD
South- CO R-7500 & CO R-6000
East- CO R-7500
West- CO R-7500

The Board may:
Vote to assign specific conditions to the PUD master plan and *recommend* approval; or
Vote to *recommend* approval of the rezoning as proposed; or
Vote to *recommend* denial of rezoning 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:

STAFF RECOMMENDATION: Staff believe that the proposed project is consistent with the 2018 Shallotte CAMA Land Use Plan, specifically the FLU Map, desired use type, & density.

Staff recommends the Planning Board consider a recommendation of approval with the following conditions:

- All local, state, & federal permits be provided as they are obtained
- No construction or land clearing commence until preliminary subdivision application and plans have been reviewed and approved

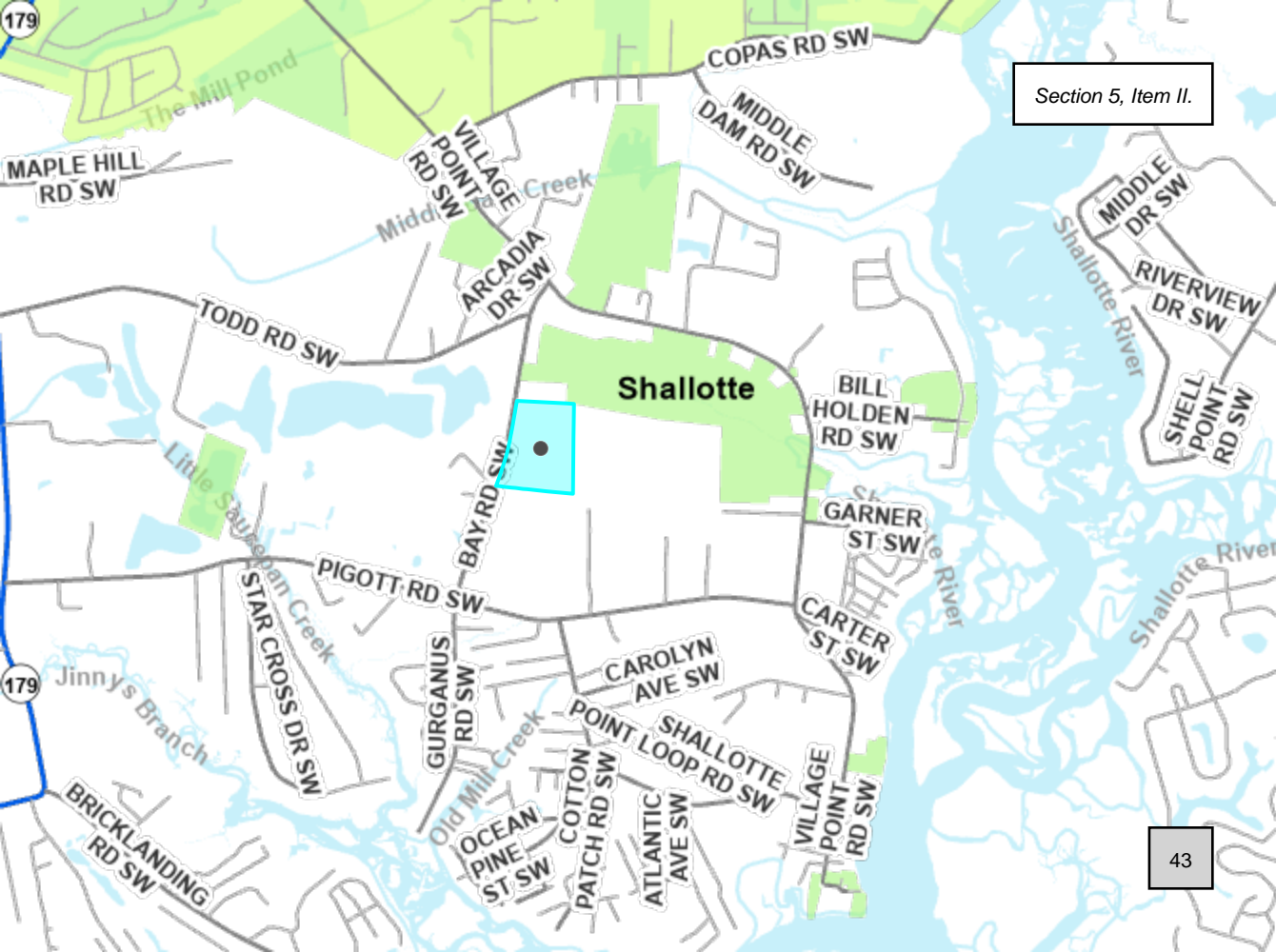
FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Area Map
2. PUD Application
3. Master Plan
4. TIA
5. TRC Comments & Responses
6. Article 16 & Table of Permitted Uses
7. Draft 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:	_____	_____
	SIGNATURE	

OTHER:



Section 5, Item II.



MAJOR SUBDIVISION/ PRD/PUD APPLICATION

Section 5, Item II.

Official Use Only

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 must be complete and accompanied by the appropriate application fee, payable in cash or by check made to the Town of Shallotte. Contact the Town of Shallotte Planning Department to determine the appropriate fee or consult the current Town of Shallotte Fee Schedule. Applicants will also be responsible for the full cost of public notices, if any, which will be billed at a later time. Additionally, applicants may be charged for the balance of any professional review fees that exceed the application fee. Contact the Town of Shallotte Public Works Department to determine utility fees. All fees due must be paid in full before an application will be submitted for review by the Planning Board or Board of Aldermen or a preliminary or final plat will be signed.

The procedure and regulations for developing a Planned Residential Developments and Planned Unit Developments can be found in articles 15 and 16 respectively of the Unified Development Ordinance. Regulations for Major Subdivisions can be found in articles 27 through 31. Applicants are encouraged to schedule a pre-application meeting with staff prior to submitting a final application.

Project Name: **Bay Road - Faatz Property**

SECTION 1: APPLICANT INFORMATION

Applicant Name: **Brian Fleer**

Mailing Address: **1001 Military Cutoff Rd, Suite 10, Wilmington, NC 28405**

Phone: **910-515-1830**

Fax: _____

Email: **brianfleer@kw.com**

SECTION 2: PROPERTY OWNER INFORMATION (if different from above)

Owner Name(s): **Aubrey and Amanda Faatz**

Mailing Address: **1125 Bay Rd SW Shallotte NC 28470-5343**

Phone: **910-754-2488**

Fax: _____

Email: **info@aubreyfaatzhomecrafters.com**

SECTION 3: PROPERTY INFORMATION

Street Address and/or
Description of Location: **East of Bay Rd, South of intersection of Bay Rd and Village Point Rd**

Parcel Tax ID #(s): **PID 2290003505**

Total Site Acres: **22.28 +/- acres to be annexed**

Current Zoning District(s): **County zoned to R7500**

SECTION 4: PROJECT INFORMATION

Proposed Zoning District(s): **PUD 3du/ac**

☒ PUD ☐ PRD Overlay

Project to be developed in phases? ☐ YES ☒ NO

Phase Lines must be shown on Master Development Plans.

Brief Project Description:

22.34-acre, 66-lot single-family residential lot subdivision, 7,000 sq. ft. minimum lot size, 56-ft wide. Main Road throughout subdivision connecting to Bay Rd Project proposed to be a single-phase subdivision with Town of Shallotte sewer and Brunswick County water.

SECTION 4: PROJECT INFORMATION (continued)

PROPOSED LAND USE MIX	UNITS	ACRES	SQUARE FOOTAGE
Single-Family Detached Residential	66	22.28 +/-	NA
Single-Family Attached Residential (Townhomes)	N/A		NA
Multi-Family Residential (Triplex, Quadraplex, Apartments, Condos)	N/A		NA
Office & Institutional (including religious, civic, and educational uses)	N/A		
Retail	N/A		
Other Non-retail Commercial	N/A		
Light Industrial	N/A		
Recreation & Open Space (privately owned and maintained)	NA		NA
Recreation & Open Space (dedicated to Town of Shallotte)	NA		NA

SECTION 5: SUPPLEMENTAL INFORMATION REQUIRED

Each application use must include:

- ☐ An application fee in cash or check made payable to the Town of Shallotte.
- ☐ Applicable utility fees, including transmission recovery fees and sewer allocation fees.
- ☐ For conventional subdivisions: a preliminary plat pursuant to Appendix IV.
- ☐ For PUDs: a Master Development Plan/Land Use Plan/Site Plan pursuant to Section 16-9 and Appendix IV.
- ☐ For PRDs: a Master Development pursuant to Sections 15-4, 15-5, and Appendix IV.
- ☐ A Traffic Impact Study pursuant to Section 30-25, if required.
- ☐ A copy of property deeds and any referenced maps for all tracts under consideration.
- ☐ A notarized letter of authorization if acting as the agent for the property owner(s).

SECTION 6: APPLICANT/OWNER SIGNATURE

In filing this application, 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: _____

Date: _____

Official Use Only

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

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

Comments: _____



6/7/2025 | 10:58 EDT



TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

Post Office Box 2287 • Shallotte, North Carolina 28459

Telephone: (910) 754-4032 • Facsimile: (910) 754-2740

July 17, 2025

Town of Shallotte Technical Review Committee

Brian Flee Attn:

1001 Military Cutoff, Suite 101

Wilmington, NC 28405

RE: Faatz-Bay Road PUD (Master Plan) & Annexation ANX 25-21

Mr. Flee,

Please find the notes below, which were compiled from the recent Technical Review Committee meeting of your project. I will need responses to each comment as well as revised preliminary plans that reflect those comments and updates.

I will place your rezoning/PUD on the next available Planning Board agenda and subsequent Board of Alderman agenda once your responses and revised master subdivision plans have been reviewed.

Planning

1. Please update the annexation & PUD applications to reference PUD as the proposed zoning
 - a. Page 2 (PUD App) should reference the correct acreage
Brandon Eaton has the signed Annexation and PUD applications, including noting PUD (vs PRD) zoning request and correct acreage per application. A metes and bounds description is being prepared by Tompkins Surveying and will be submitted this week.
2. A complete annexation application will be needed in order to proceed **I believe you have the completed applications currently.**
3. Label plan as PUD master plan **Luke Menius from Stroud Engineering has emailed you a revised Master Plan noting PUD vs PRD.**
 - a. This will need to be included with subsequent preliminary subdivision applications and plans **Noted**
4. Please confirm the project "Thamesmen Village" **Confirmed**
5. Staff will need a list of adjacent property owners for notification of the public hearing **Adjacent property owners will be provided in a separate email to you this week**
6. Given comments & questions received during public hearings for similar projects along the Village Pt corridor, staff would like to see a traffic impact analysis for the project **Noted.**
 - a. The scope of the TIA should take into consideration the growth of the area and the current/proposed projects taking place along Village Pt. Rd. & Bay Rd. **Noted.**

- b. It may be in your best interest to have a qualified transportation expert to speak to the area traffic impacts **We have retained DRMP (formerly Remy-Kemp) to complete a TIA focusing on current project development in the adjoining area, specifically Bay Rd and Village Point Rd. We will have the TIA document to you by the end of this week so as to include in the August Planning Commission packet. We have also asked that a representative from DRMP be in attendance at the Town Planning Commission meeting.**
7. Please confirm that the project will be completed and plated in one phase **Confirmed**
8. Please provide the source (NCDOT manual) of the road design **The basis for the roadway design is the current (2010 edition with the 2020 revisions) NCDOT Subdivision Road Minimum Construction Standards.**
 - a. Please show the necessary 5' wide sidewalks along both sides of all streets or an 8' along a single side **5 ft sidewalks are currently shown throughout the subdivision**
9. Please ensure that plans show proposed road is stubbed out to the southern boundary **Noted, revised plans reflect this revision.**
10. Please ensure that a sign is posted showing this as a future road connection for public use **Noted.**
11. Please detail the cul-de-sac's lengths **Cul de sac lengths (CL intersection to CL bulb) are:**
Pepys (formerly Smalls): 452'
Tufnel (north): 185'
Tufnel (south): 318'
12. Plans need to include the details listed in Sec. 16-10 (c); this should include open space details.
 - a. Note, SW ponds do not constitute open space **Noted.**
13. We will also need to see the draft HOA details listed in Sec. 16-11 **Noted.**
 - a. Please ensure that HOA covenants restrict on-street (public streets) parking or modify street design to account for on-street parking **Noted.**
14. Please provide wetland delineations once approved by USACE 15. Are there any heritage trees on the site? **Wetland Documents will be provided to you in a separate email**
16. Street names are to be submitted to Brunswick County for approval. **Noted.**
17. Once the county approves street names and assigns street range, we will assign addresses. **Noted.**
 - a. Please submit proposed road names to Brunswick County GIS and copy Debra Horn on correspondence **Noted. These have been submitted.**
18. Please note that the Town will only accept performance guarantees for incomplete sidewalks, all other work must be complete and inspected prior to final zoning inspection **Noted.**
19. Please ensure that all public infrastructure is dedicated to the Town prior to final zoning inspection/approval **Noted.**
20. The Town will review the street light plan site and Landscape Plan review **Noted.**
21. To avoid confusion, Development signs should be considered during planning - see sign ordinance below. **Noted.**
22. Sign permit will be reviewed and issued separately. **Noted.**
23. Sewer fees will be assessed based on current fee schedules and collected as phased site plans are receiving initial zoning approval **Noted.**
24. Will they be paying water/sewer assessment fees all at once or as they build each home or by Phase?

If all at once or per Phase, I will need the bedroom count per home (per Phase). If they pay as they build, I will calculate the fees as they submit the zoning application per home. **Fees will be paid on an individual development permit basis**

25. Zoning permits for new home construction can be submitted once lots have been recorded
 - a. Sewer system development fees will be assessed prior to zoning approval for each new home application **Noted.**
26. Please provide copies of any permits and delineations from USACE **Will provide in a separate email**
27. Please provide copy of NCDOT driveway permit and NCDEQ stormwater permit as they are obtained **Noted.**
28. Note, if approved
 - a. PUD master plan will run with the property **Understood**
 - b. Subsequent preliminary subdivision applications & plans will be administered by staff **Understood**

Shallotte Public Utilities

1. Allocation of sewer is issued to only 60 lots at a time. **We would request consideration that all 66 lots be permitted at one time.**
2. Detailed sewer utility plans must be reviewed by the Town's engineer for comment **Noted.** (dbowman@atmc.net & Elizabeth@EliEngineering.net)
3. 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) **Noted. No pressure sewer is proposed.**
 - a. No utility line may be placed deeper than 10' **Noted.**
4. Developers will need to obtain an authorization to construct from the state prior to beginning any utility work **Noted.**
5. Lift station must be built according to state requirements and Town of Shallotte specs. **Noted.**
6. A final for the state permits we be required prior to any sewer connections. **Noted.**
7. Must have easement access to lift station and all sewer lines. **Noted.**
8. Damage caused to private landscape or pavement during sewer repairs will not be the responsibility of the Town **Noted.**
9. Lift station is to be located on a separate parcel which is included with the dedication of the utility to the Town. **Noted.**
10. All water and sewer lines are to have copper wiring for locating. **Noted. Please confirm if this is applicable to gravity mains.**
11. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town. **Noted.**
12. Need at least a 10-foot utility easement on both side of the roads **Noted.**
13. Correct As-builds in CAD form need to be submitted to the Town's engineer prior to c/o. **Noted.**
14. Landscape cannot block access to water or sewer meter and lines or lift station(s). **Noted.**
15. Need at least a 10-foot utility easement on both side of the roads (Dan may recommend a larger easement). **Noted.**
16. Any amenities (clubhouse, pools, etc.) that require system development fees, need to apply for zoning compliance individually and pay system developing fees prior to issuing a zoning compliance. Debra Horn, CZO Development & Regulatory Compliance Manager dphorn@atmc.net **No amenity facilities requiring utility service are proposed.**

Further comment reserved for the submission of actual utility drawings.

Dan Formyduval, Public Works Utility Supervisor dformyduval@townofshallotte.org

Town Engineer Service

1. A Town of Shallotte Stormwater Permit application will be required, along with a full grading plan.

Noted.

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. Noted.

Elizabeth Nelson, PE Elizabeth@EliEngineering.net

Shallotte FD Comments have been reviewed and noted.

1. See additional comments attached separately
2. Verify Needed fire flow
 - a. Static water sources are not used as primary water sources
 - b. Contact Shallotte Point VFD for historical flow data
 - c. Contact the Brunswick County Fire Marshal for an approved method for determining fire flow
3. Hydrant placement as specified by Fire Code Official
 - a. Future issues are to be forwarded to BC Water Dept
4. Cul-de-Sac diameter as specified by Fire Code Official
 - a. 96' to accommodate fire apparatus
5. HOA/POA to enforce
 - a. Unobstructive access to fire hydrants
 - b. No on-street parking

Paul Dunwell, Shallotte Fire Chief

Brunswick County Plan Review (Fire Inspection) Comments have been reviewed and noted.

1. Cul-de-sacs need to be minimum 96-foot diameter.
2. Brunswick County Fire Plan Review shall also approve hydrant plan.
 - a. Hydrants at entrance then spaced at 500 feet with no point of the road to exceed 250 feet.
 - b. Hydrants should not be at the end of dead-end roads or bulbs of cul-de-sacs.
 - c. Example- put at intersection and if not over 250 feet to end will meet requirements.
 - d. If hydrant at intersection and distance to end exceeds 250 feet, then put before cul-de-sac so hydrant is not in turnaround.

Joe Oliver, Deputy Fire Marshal 910-253-2043 Joseph.oliver@brunswickcountync.gov

Floodplain

James Paggioli, CFM
Floodplain Administrator Brunswick
County
james.paggioli@brunswickcountync.gov

NCDOT Comments have been reviewed and noted.

1. Bay Road - Faatz Property at East of 1125 Bay Rd, South of intersection with Village Point Rd, PID 2290003505. 66 lot SF residential subdivision (town of Shallotte sewer and BC water)

2. Will need to show the 10x70 ft sight distance triangles and the stopping sight distance based on speed limit / green AASHTO book;
3. Preferred protective stem length 50ft-100 ft from NCDOT Right of Way (ROW) will need to be shown – this may affect the access to lots and/or lift station;
4. Driveway profile and elevations to demonstrate how drainage will be accommodated along the property frontage;
5. Driveway type, width and radius to be added to plan;
6. Traffic control plan will need to be submitted and approved prior to construction;
7. VCER form completed to verify all environmental permits are obtained.
8. Bond to cover all work within the NCDOT ROW
9. Encroachment agreements (one for water, one for sewer) submitted via the NCDOT portal.
10. Driveway and utility encroachments to be submitted to NCDOT by use of the electronic portal:

<https://connect.ncdot.gov/municipalities/Utilities/Pages/help.aspx>

Angela Hammers - Engineering Technician III, NCDOT Div. 3 District 3 – (910) 398-9100 / 9119 - akhammers@ncdot.gov.

Sent via e-mail 7/XX/2025

RW





TRAFFIC IMPACT ANALYSIS

FOR

66 Lot Bay Road

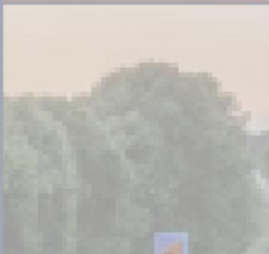
LOCATED

IN

Shallotte, NC

Prepared For:

Rourk Woods Investments, LLC
1001 Military Cutoff Road, Suite 101
Wilmington, NC



AUGUST 2025

DRMP Project No. 25722

Prepared By: TS

Reviewed By: CC

TRAFFIC IMPACT ANALYSIS

FOR

66 Lot Bay Road

LOCATED IN

Shallotte, NC



Caroline Cheeves

Prepared For:

Rourk Woods Investments, LLC
1001 Military Cutoff Road, Suite 101
Wilmington, NC

Prepared By:

DRMP, Inc.
License #F-1524

TRAFFIC IMPACT ANALYSIS

66 Lot Bay Road

Shallotte, North Carolina

EXECUTIVE SUMMARY

1. Development Overview

A Traffic Impact Analysis (TIA) was conducted for the proposed 66 Lot Bay Road development in accordance with the Shallotte (Town) Unified Development Ordinance (UDO) and North Carolina Department of Transportation (NCDOT) capacity analysis guidelines. The proposed 66 Lot Bay Road development is to be located along the east side of Bay Road SW in Shallotte, North Carolina. The proposed development, anticipated to be completed in 2028, is assumed to consist of 66 single family homes. Site access is proposed via one full movement intersection along Bay Road SW.

2. Existing Traffic Conditions

The study area for the TIA was determined through coordination with the North Carolina Department of Transportation (NCDOT) and the Town of Shallotte and consists of the following existing intersections:

- Village Point Road SW and Bay Road SW
- Todd Road SW and Bay Road SW
- Pigott Road SW and Bay Road SW

Existing peak hour traffic volumes were determined based on traffic counts conducted at the study intersection listed above, in July of 2025 by DRMP during a typical weekday AM (7:00 AM – 9:00 AM) and PM (4:00 PM – 6:00 PM) peak periods. Traffic volumes were balanced between study intersections, where appropriate.

3. Future Traffic Conditions

Through coordination with the NCDOT and the Town, it was determined that an annual growth rate of 1% would be used to generate 2028 projected weekday AM and PM peak hour traffic volumes. The Village Point Road, 4206 Sea Mountain Highway, 55 Leven Links

Lane, and 534 Planters Ridge Drive developments were identified to be included as an approved adjacent development in this study.

4. Site Trip Generation

Average weekday daily, AM peak hour, and PM peak hour trips for the proposed development were estimated using methodology contained within the ITE Trip Generation Manual, 11.1th Edition. Table E-1 provides a summary of the trip generation potential for the site.

Table E-1: Site Trip Generation

Land Use (ITE Code)	Intensity	Daily Traffic (vpd)	Weekday AM Peak Hour Trips (vph)		Weekday PM Peak Hour Trips (vph)	
			Enter	Exit	Enter	Exit
Single Family Detached (210)	66 Units	688	13	39	43	25

To estimate traffic conditions with the site fully built-out, the total site trips were added to the 2028 No-Build traffic volumes to determine the 2028 build traffic volumes. The study analyzes traffic conditions during the weekday AM and PM peak hours for the following scenarios:

- 2025 Existing Traffic Conditions
- 2028 No-Build Traffic Conditions
- 2028 Build Traffic Conditions

5. Capacity Analysis Summary

The analysis considered weekday AM and PM peak hour traffic for 2025 existing, 2028 No-Build, and 2028 build conditions. Refer to Section 7 of the TIA for the capacity analysis summary performed at each study intersection.

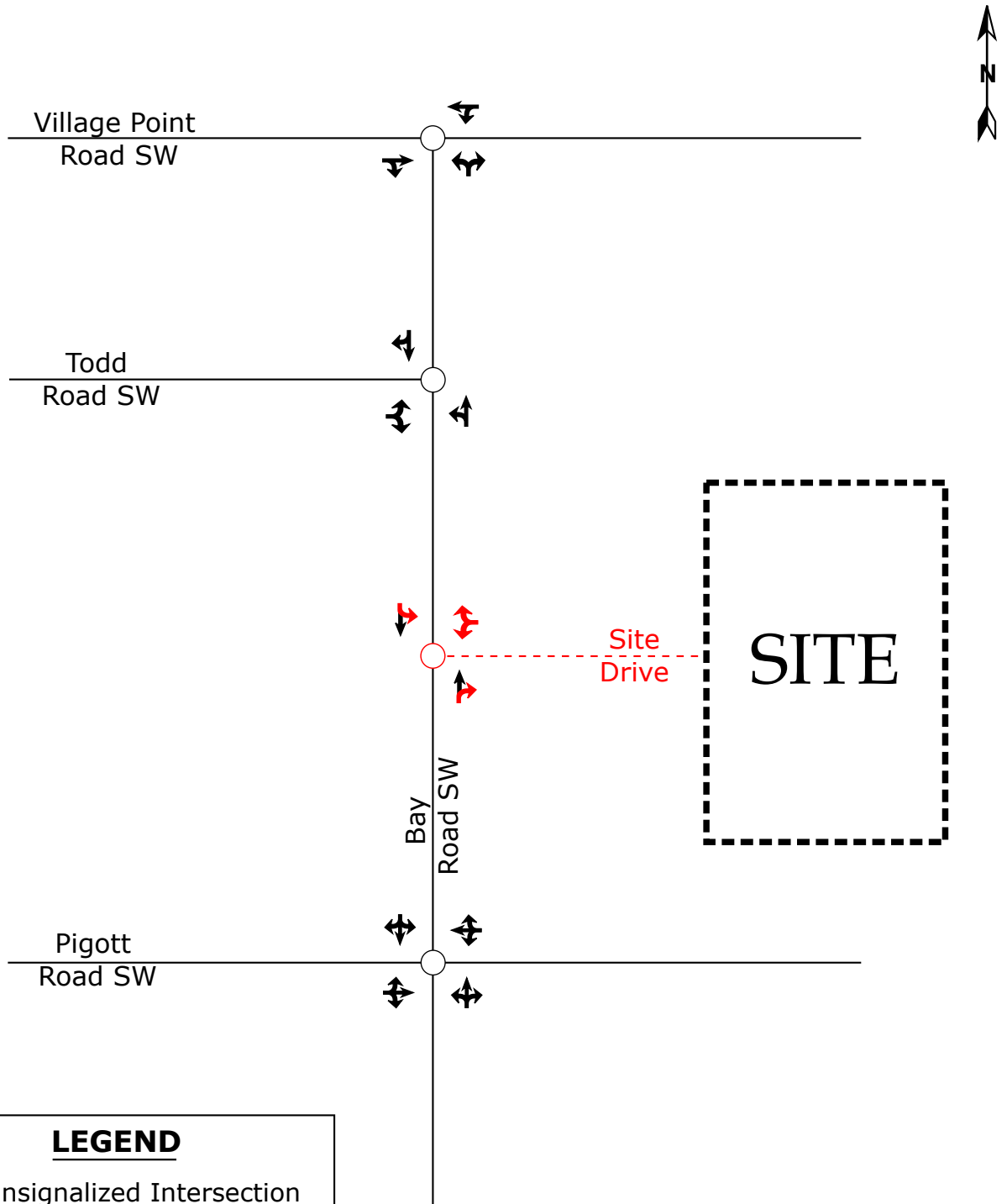
6. Recommendations

Based on the findings of this study, specific geometric and traffic control improvements have been identified at study intersections. The improvements are summarized on the following page and are illustrated in Figure E-1.

Improvements by Developer

Bay Road SW and Site Drive

- Construct Site Drive as a westbound approach with one ingress and one egress lane striped as a shared left-turn/right-turn lane.



LEGEND

- Unsignalized Intersection
- ➡ Existing Lane
- ➡ Improvement by Developer



66 Lot Bay Road
Shallotte, NC

Recommended Lane
Configurations

Scale: Not to Scale Figure E-1

TABLE OF CONTENTS

1. INTRODUCTION 1

1.1. Site Location and Study Area 1

1.2. Proposed Land Use and Site Access 2

1.3. Adjacent Land Uses 2

1.4. Existing Roadways 2

2. 2025 EXISTING PEAK HOUR CONDITIONS 6

2.1. 2025 Existing Peak Hour Traffic Volumes 6

2.2. Analysis of 2025 Existing Peak Hour Traffic Conditions 6

3. 2028 NO-BUILD PEAK HOUR CONDITIONS 8

3.1. Ambient Traffic Growth 8

3.2. Adjacent Development Traffic 8

3.3. Future Roadway Improvements 9

3.4. 2028 No-Build Peak Hour Traffic Volumes 9

3.5. Analysis of 2028 No-Build Peak Hour Traffic Conditions 9

4. SITE TRIP GENERATION AND DISTRIBUTION 13

4.1. Trip Generation 13

4.2. Site Trip Distribution and Assignment 13

5. 2028 BUILD TRAFFIC CONDITIONS 16

5.1. 2028 Build Peak Hour Traffic Volumes 16

5.2. Analysis of 2028 Build Peak Hour Traffic Conditions 16

6. TRAFFIC ANALYSIS PROCEDURE 18

6.1. Adjustments to Analysis Guidelines 18

7. CAPACITY ANALYSIS 19

7.1. Village Point Road SW and Bay Road SW 20

7.2. Todd Road SW and Bay Road SW 21

7.3. Pigott Road SW and Bay Road SW 22

7.4. Bay Road SW and Site Drive 23

8. CONCLUSIONS 24

9. RECOMMENDATIONS 25

LIST OF FIGURES

Figure 1 – Site Location Map..... 3

Figure 2 – Preliminary Site Plan 4

Figure 3 – Existing Lane Configurations..... 5

Figure 4 – 2025 Existing Peak Hour Traffic 7

Figure 5 – 2028 Projected Peak Hour Traffic 10

Figure 6 – Adjacent Development Trips 11

Figure 7 – 2028 No-Build Peak Hour Traffic 12

Figure 8 – Site Trip Distribution 14

Figure 9 – Site Trip Assignment 15

Figure 10 – 2028 Build Peak Hour Traffic..... 17

Figure 11 – Recommended Lane Configurations 26

LIST OF TABLES

Table 1: Existing Roadway Inventory 2

Table 2: Adjacent Development Information 8

Table 3: Trip Generation Summary 13

Table 4: Highway Capacity Manual – Levels-of-Service and Delay 18

Table 5: Analysis Summary of Village Point Road SW and Bay Road SW 20

Table 6: Analysis Summary of Todd Road SW and Bay Road SW 21

Table 7: Analysis Summary of Pigott Road SW and Bay Road SW 22

Table 8: Analysis Summary of Bay Road SW & Site Drive 23

TECHNICAL APPENDIX

Appendix A: Scoping Documentation

Appendix B: Traffic Counts

Appendix C: Adjacent Development Information

Appendix D: Capacity Calculations – Village Point Road SW and Bay Road SW

Appendix E: Capacity Calculations – Todd Road SW and Bay Road SW

Appendix F: Capacity Calculations – Pigott Road SW and Bay Road SW

Appendix G: Capacity Calculations – Bay Road SW and Site Drive

Appendix H: SimTraffic Queueing Analysis

TRAFFIC IMPACT ANALYSIS

66 Lot Bay Road
Shallotte, North Carolina

1. INTRODUCTION

The contents of this report present the findings of the Traffic Impact Analysis (TIA) conducted for the proposed 66-lot Bay Road development, located along the east side of Bay Road SW in Shallotte, North Carolina. The purpose of this study is to evaluate the potential impacts of site-generated traffic on the surrounding transportation network and to recommend any necessary improvements to mitigate those impacts. While a TIA is not required under the current standards of the Town of Shallotte or NCDOT, this study has been prepared to support planning efforts and ensure proactive consideration of transportation needs associated with the proposed development.

The proposed development, anticipated to be completed in 2028, is assumed to consist of 66 single family homes

The study analyzes traffic conditions during the weekday AM and PM peak hours for the following scenarios:

- 2025 Existing Traffic Conditions
- 2028 No-Build Traffic Conditions
- 2028 Build Traffic Conditions

1.1. Site Location and Study Area

The development is proposed to be located in Shallotte, North Carolina. Refer to Figure 1 for the site location map.

The study area for the TIA was determined through coordination with the North Carolina Department of Transportation (NCDOT) and the Town of Shallotte (Town) and consists of the following existing intersections:

- Village Point Road SW and Bay Road SW
- Todd Road SW and Bay Road SW
- Pigott Road SW and Bay Road SW

1.2. Proposed Land Use and Site Access

The proposed development, anticipated to be completed in 2028, is assumed to consist of 66 single family homes. Site access is proposed one full movement intersection along Bay Road SW. Refer to Figure 2 for a copy of the preliminary site plan.

1.3. Adjacent Land Uses

The proposed development is located in an area consisting primarily of farms, undeveloped land, and residential development.

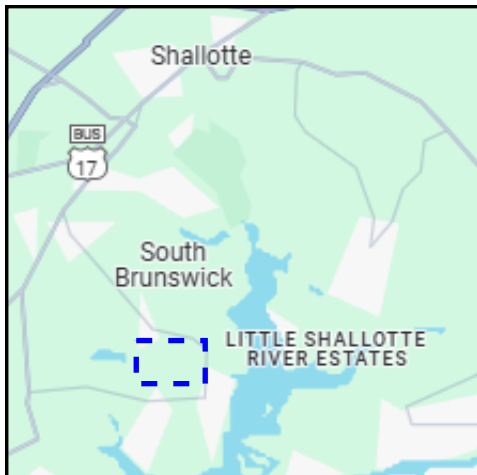
1.4. Existing Roadways

Existing lane configurations (number of traffic lanes on each intersection approach), speed limits, storage capacities, and other intersection and roadway information within the study area are shown in Figure 3. Table 1 provides a summary of this information, as well.

Table 1: Existing Roadway Inventory

Road Name	Route Number	Typical Cross Section	Speed Limit	AADT (vpd)
Village Point Road SW	SR-1145	2-lane undivided	45 mph	2,720
Todd Road SW	SR-1147	2-lane undivided	55 mph	460
Pigott Road SW	SR-1152	2-lane undivided	45 mph	1,960
Bay Road SW	SR-1151	2-lane undivided	40 mph	1,570

ADT based on the traffic counts from 2025 and assuming the weekday PM peak hour volume is 10% of the average daily traffic.

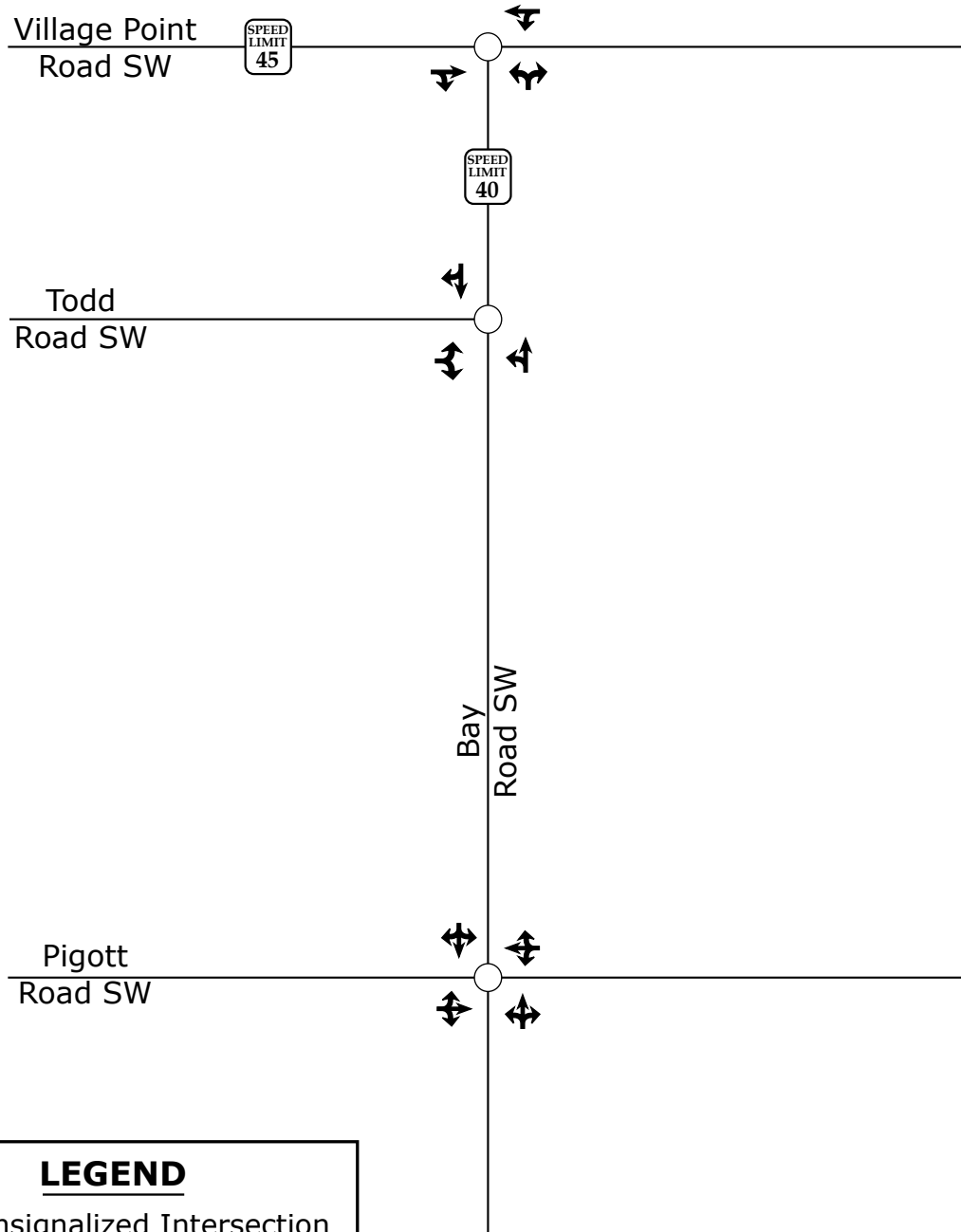


LEGEND


- Study Intersection
- Proposed Site Access
- Study Area

	66 Lot Bay Road Shallotte, NC	Site Location Map	
		Scale: Not to Scale	Figure 1





LEGEND

- Unsignalized Intersection
- ➔ Existing Lane
-  Posted Speed Limit



66 Lot Bay Road
Shallotte, NC

2025 Existing
Lane Configurations

Scale: Not to Scale Figure 3

2. 2025 EXISTING PEAK HOUR CONDITIONS

2.1. 2025 Existing Peak Hour Traffic Volumes

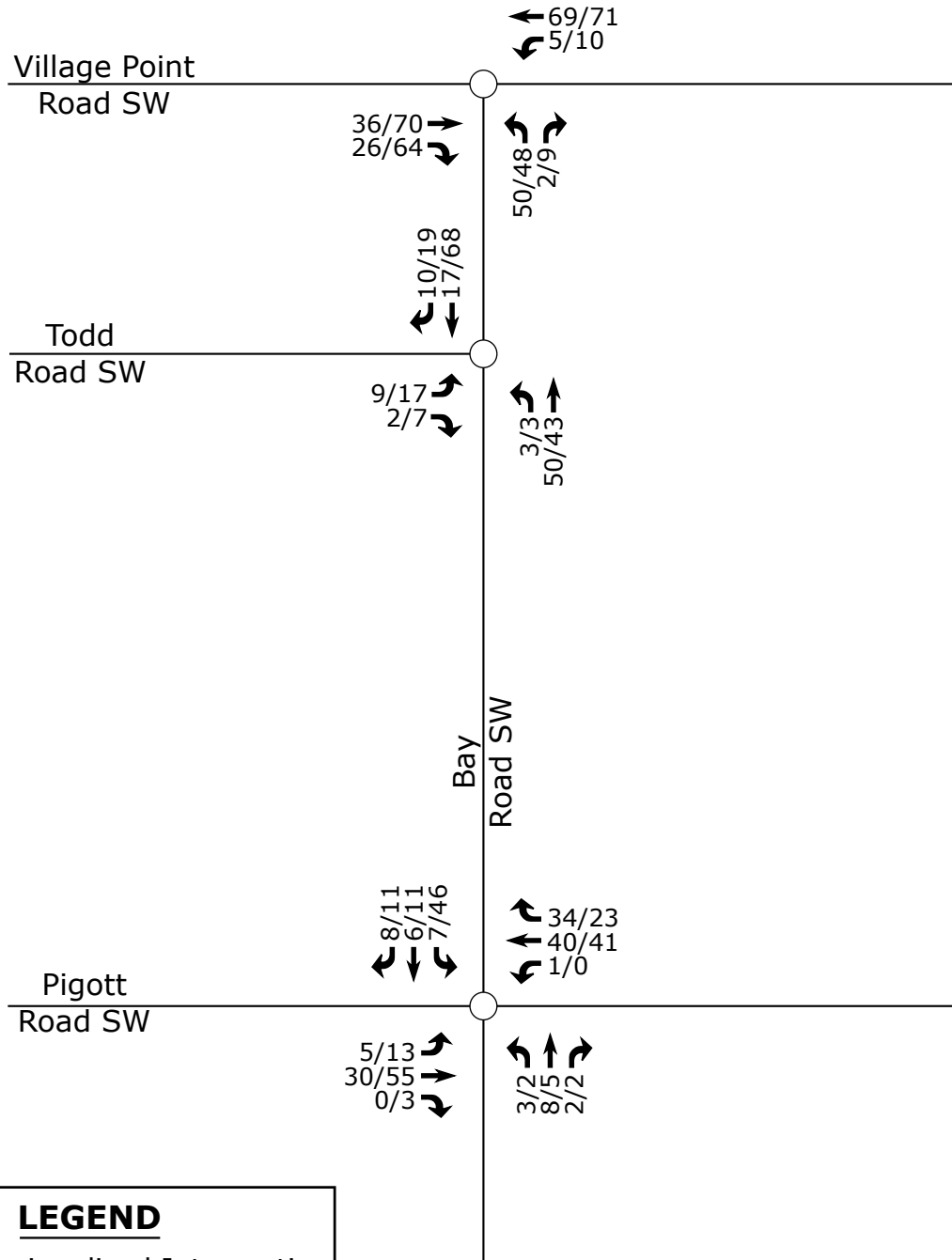
Existing peak hour traffic volumes were determined based on traffic counts conducted at the study intersections listed below, in July of 2025 by DRMP during a typical weekday AM (7:00 AM – 9:00 AM) and PM (4:00 PM – 6:00 PM) peak periods:

- Village Point Road SW and Bay Road SW
- Todd Road SW and Bay Road SW
- Pigott Road SW and Bay Road SW

Weekday AM and PM traffic volumes were balanced between study intersections, where appropriate. Refer to Figure 4 for 2025 existing weekday AM and PM peak hour traffic volumes. A copy of the count data is located in Appendix B of this report.

2.2. Analysis of 2025 Existing Peak Hour Traffic Conditions

The 2025 existing weekday AM and PM peak hour traffic volumes were analyzed to determine the current levels of service at the study intersections under existing roadway conditions. The results of the analysis are presented in Section 7 of this report.



LEGEND

- Unsignalized Intersection
- X / Y → Weekday AM / PM Peak Hour Traffic

Note: Based on NCDOT Congestion Management guidelines, a volume of 4 vehicles per hour (vph) was analyzed for any movement with less than 4 vph.



66 Lot Bay Road
Shallotte, NC

2025 Existing
Peak Hour Traffic

Scale: Not to Scale Figure 4

3. 2028 NO-BUILD PEAK HOUR CONDITIONS

In order to account for growth of traffic and subsequent traffic conditions at a future year, No-Build traffic projections are needed. No-Build traffic is the component of traffic due to the growth of the community and surrounding area that is anticipated to occur regardless of whether or not the proposed development is constructed. No-Build traffic is comprised of existing traffic growth within the study area and additional traffic created as a result of adjacent approved developments.

3.1. Ambient Traffic Growth

Through coordination with the NCDOT and the Town, it was determined that an annual growth rate of 1% would be used to generate 2028 projected weekday AM and PM peak hour traffic volumes. Refer to Figure 5 for 2028 projected peak hour traffic.

3.2. Adjacent Development Traffic

Through coordination with the NCDOT and the Town, the following adjacent developments below were identified to be included as an approved adjacent development in this study. Table 2 provides a summary of the adjacent development. Parcel ID numbers are also included.

Table 2: Adjacent Development Information

Development Name	Location	Build-Out Year	Land Use / Intensity	TIA Performed
Village Point Road (ID# 23000050)	Along Village Point Road, east of Bay Road SW	2028*	72 Single Family Homes	<i>Trips Generated and Distributed</i>
4206 Sea Mountain Highway (ID# 21400046)	Along Village Point Road, North of Bay Road SW	2028*	158 Single Family Homes	<i>Trips Generated and Distributed</i>
55 Leven Links Lane (ID# 23000049)	Along Village Point Road, east of Bay Road SW	2028*	39 Single Family Homes	<i>Trips Generated and Distributed</i>
534 Planters Ridge Drive (ID# 2300005602)	Along Bay Road SW, East of Todd Road SW	2028*	75 Single Family Homes	<i>Trips Generated and Distributed</i>

*Assumed to be constructed before or during construction of the 66 Lot Bay Road site.

It should be noted that the adjacent developments were approved, during scoping, by the NCDOT and the Town. Adjacent development trips are shown in Figure 6. Adjacent development information can be found in Appendix C.

3.3. Future Roadway Improvements

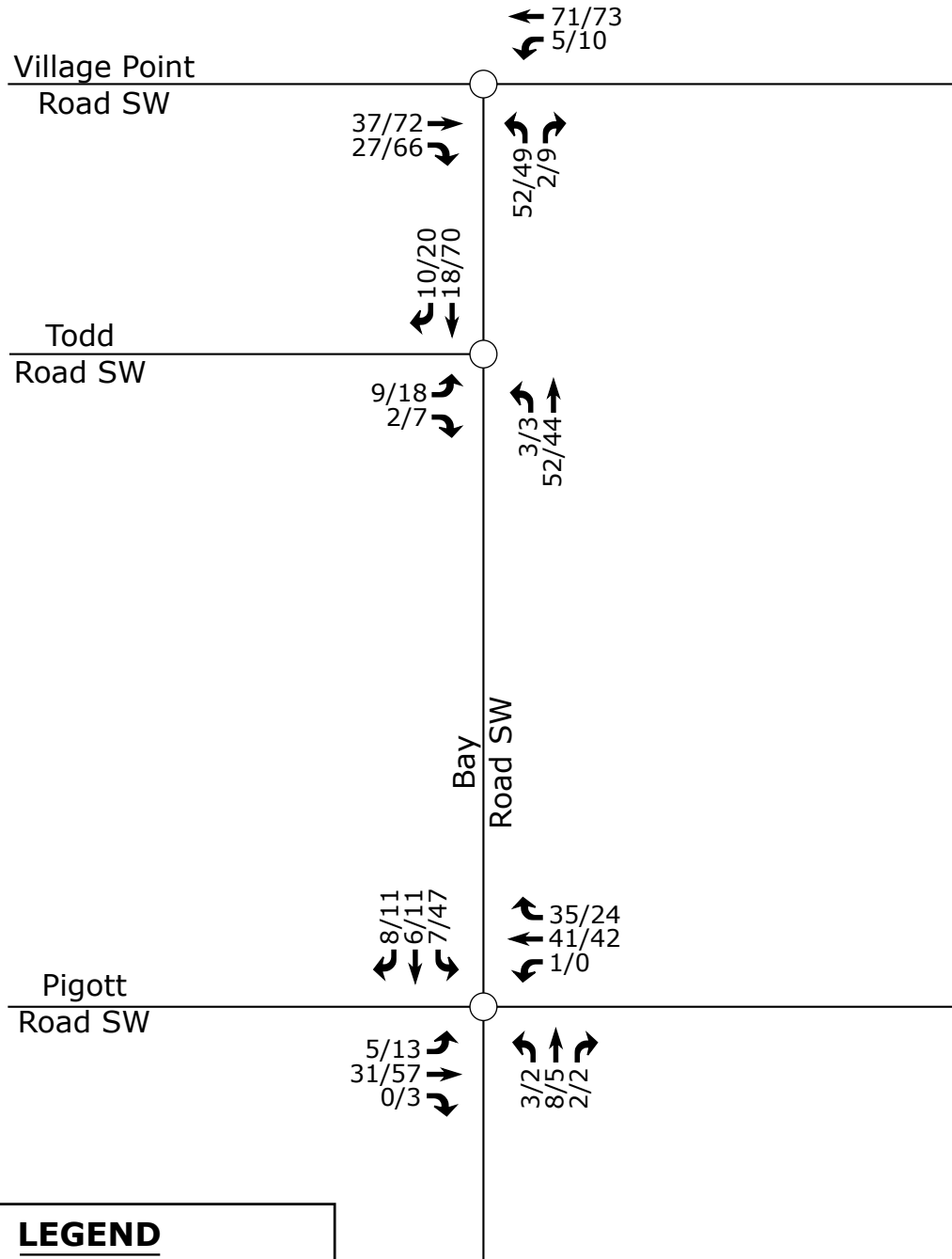
Based on coordination with the NCDOT and the Town, it was determined there were no future roadway improvements to consider with this study.

3.4. 2028 No-Build Peak Hour Traffic Volumes

The 2028 No-Build traffic volumes were determined by projecting the 2025 existing peak hour traffic to the year 2028 and adding the adjacent development trips. Refer to Figure 7 for an illustration of the 2028 No-Build peak hour traffic volumes at the study intersections.

3.5. Analysis of 2028 No-Build Peak Hour Traffic Conditions

The 2028 No-Build AM and PM peak hour traffic volumes at the study intersections were analyzed with future geometric roadway conditions and traffic control. The analysis results are presented in Section 7 of this report.



LEGEND

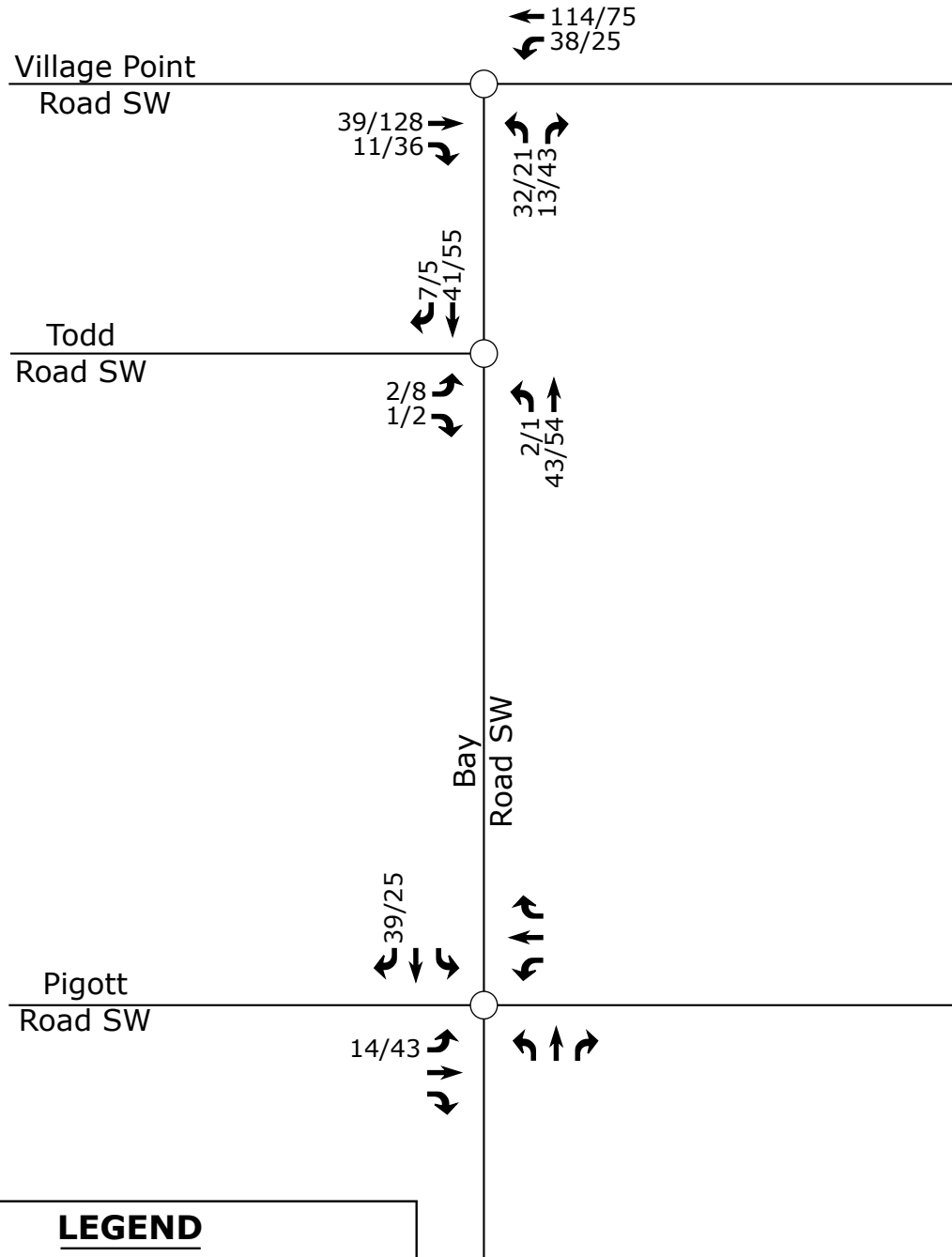
- Unsignalized Intersection
- X / Y → Weekday AM / PM Peak Hour Traffic



66 Lot Bay Road
Shallotte, NC

2028 Projected
Peak Hour Traffic

Scale: Not to Scale Figure 5



LEGEND

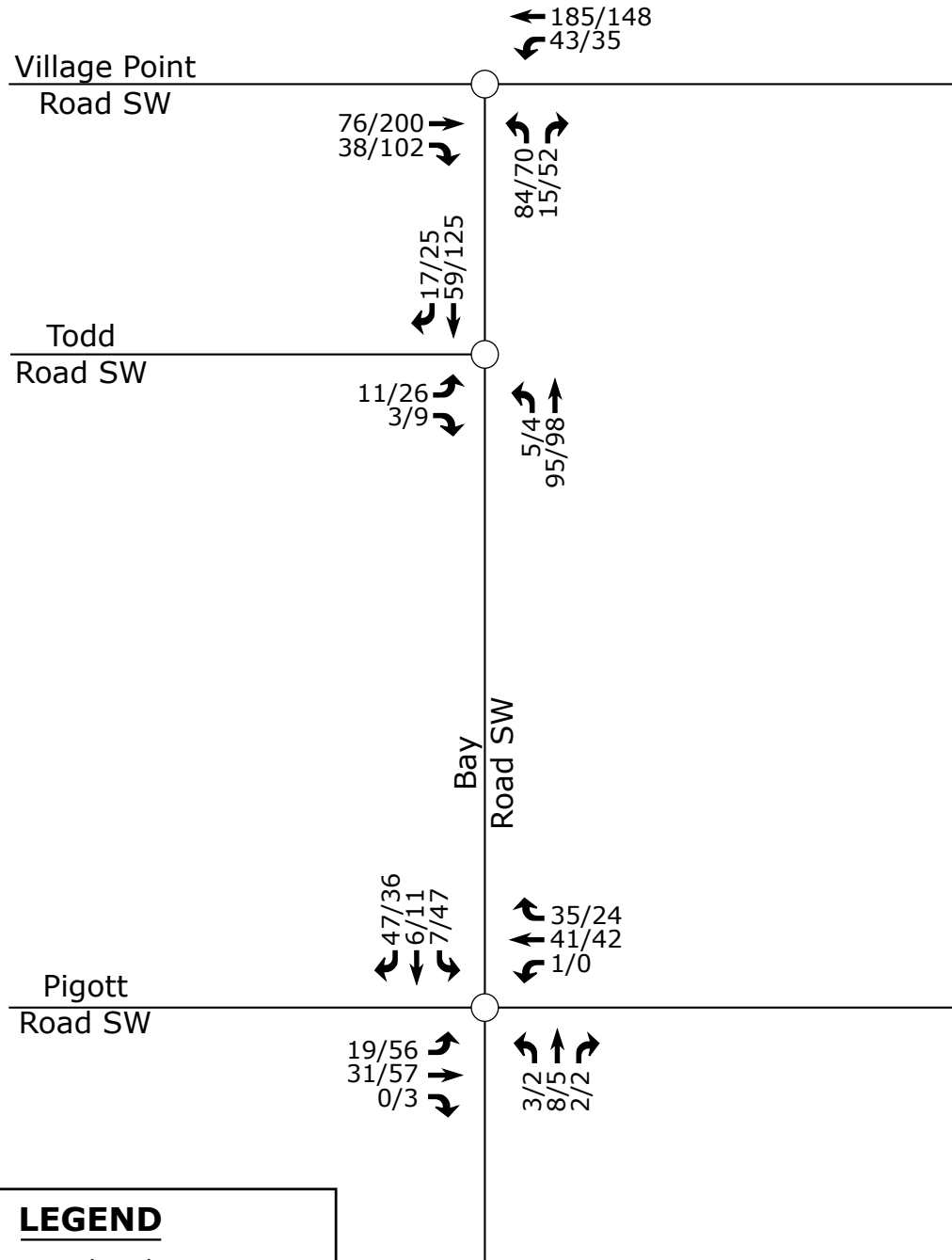
- Unsignalized Intersection
- X / Y → Weekday AM / PM Peak Hour Adjacent Development Trips



66 Lot Bay Road
Shallotte, NC

Peak Hour Adjacent
Development Trips

Scale: Not to Scale Figure 6



LEGEND

- Unsignalized Intersection
- X / Y → Weekday AM / PM Peak Hour Traffic

Note: Based on NCDOT Congestion Management guidelines, a volume of 4 vehicles per hour (vph) was analyzed for any movement with less than 4 vph.



66 Lot Bay Road
Shallotte, NC

2028 No-Build
Peak Hour Traffic

Scale: Not to Scale Figure 7

4. SITE TRIP GENERATION AND DISTRIBUTION

4.1. Trip Generation

The proposed development is assumed to consist of 66 single family homes. Average weekday daily, AM peak hour, and PM peak hour trips for the proposed development were estimated using methodology contained within the ITE *Trip Generation Manual*, 11.1 Edition. Table 3 provides a summary of the trip generation potential for the site.

Table 3: Trip Generation Summary

Land Use (ITE Code)	Intensity	Daily Traffic (vpd)	Weekday AM Peak Hour Trips (vph)		Weekday PM Peak Hour Trips (vph)	
			Enter	Exit	Enter	Exit
Single Family Detached (210)	66 Units	688	13	39	43	25

It is estimated that the proposed development will generate approximately 668 total site trips on the roadway network during a typical 24-hour weekday period. Of the daily traffic volume, approximately 52 trips (13 entering and 39 exiting) are expected to occur during the weekday AM peak hour, and 68 trips (43 entering and 25 exiting) during the weekday PM peak hour. These projected volumes do not meet the thresholds that would trigger a full Traffic Impact Analysis (TIA) under the standards set by the Town of Shallotte or NCDOT.

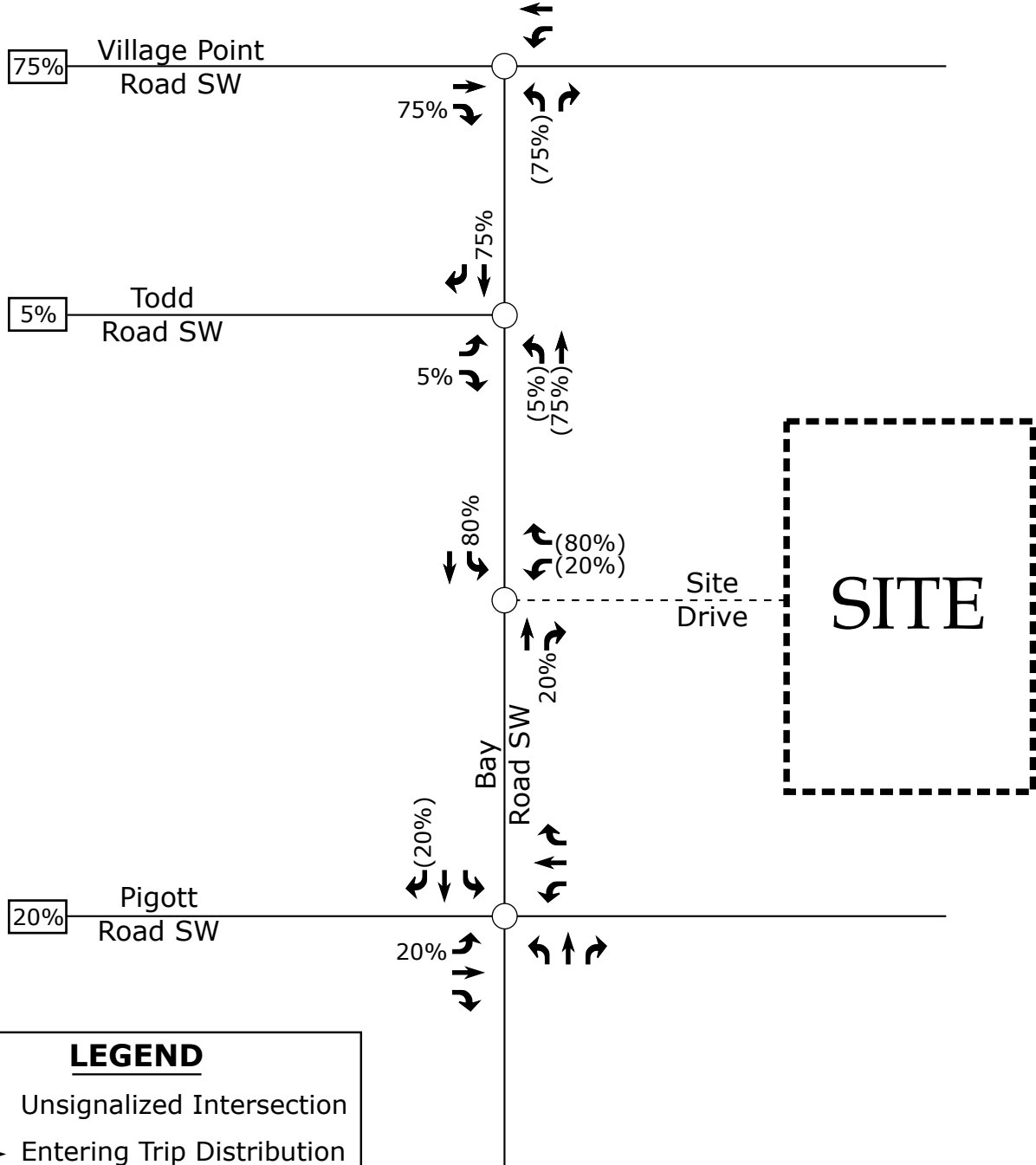
4.2. Site Trip Distribution and Assignment

Trip distribution percentages used in assigning site traffic for this development were estimated based on a combination of existing traffic patterns, population centers adjacent to the study area, and engineering judgment.

It is estimated that the site trips will be regionally distributed as follows:

- 75% to/from the west via Village Point Road SW
- 20% to/from the west via Pigott Road SW
- 5% to/from the west via Todd Road SW

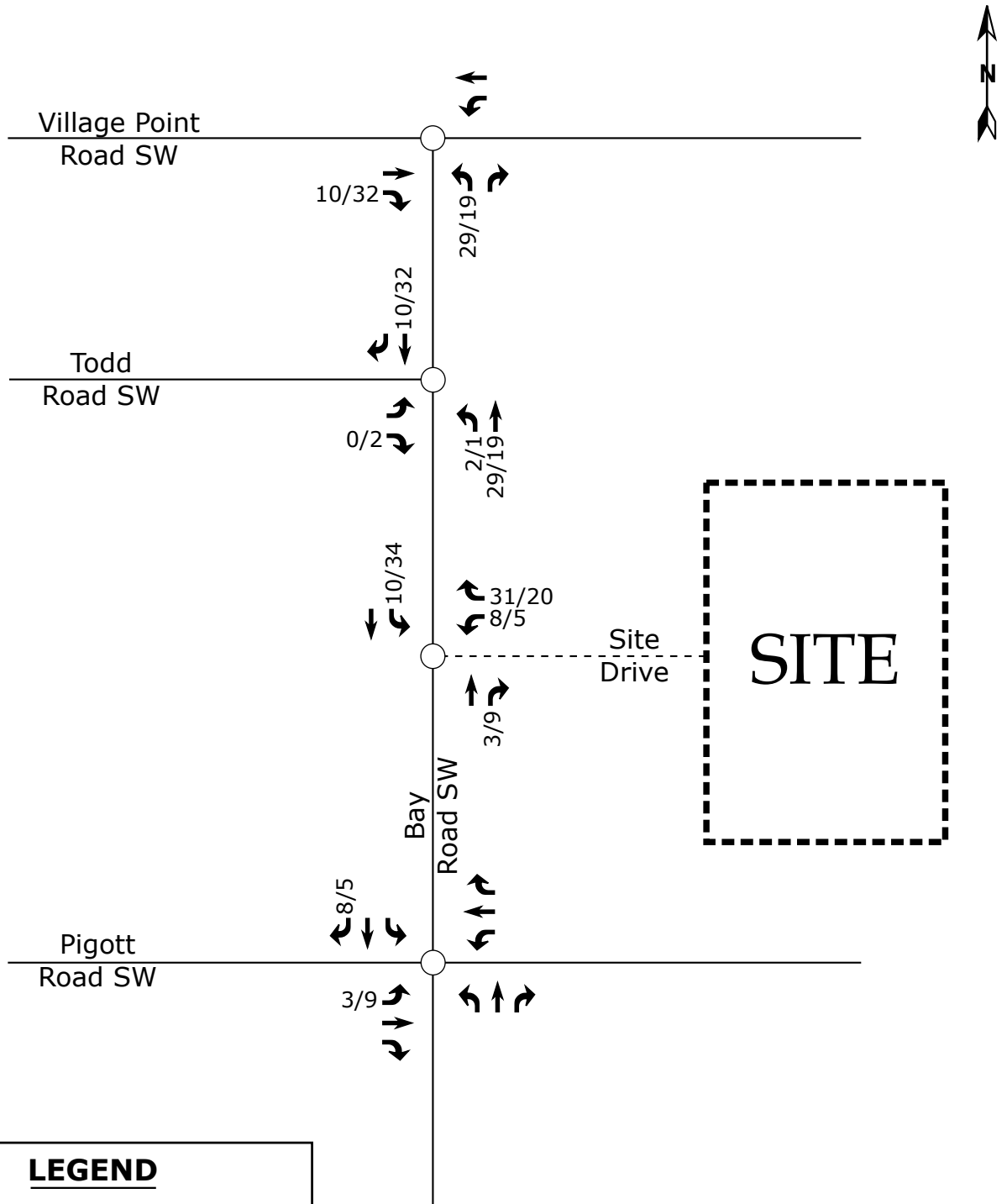
The site trip distribution is shown in Figure 8. Refer to Figure 9 for the site trip assignment.



66 Lot Bay Road
Shallotte, NC

Site Trip Distribution

Scale: Not to Scale Figure 8



LEGEND



Unsignalized Intersection

X / Y →
Weekday AM / PM Peak
Hour Site Trips



66 Lot Bay Road
Shallotte, NC

Site Trip Assignment

Scale: Not to Scale Figure 9

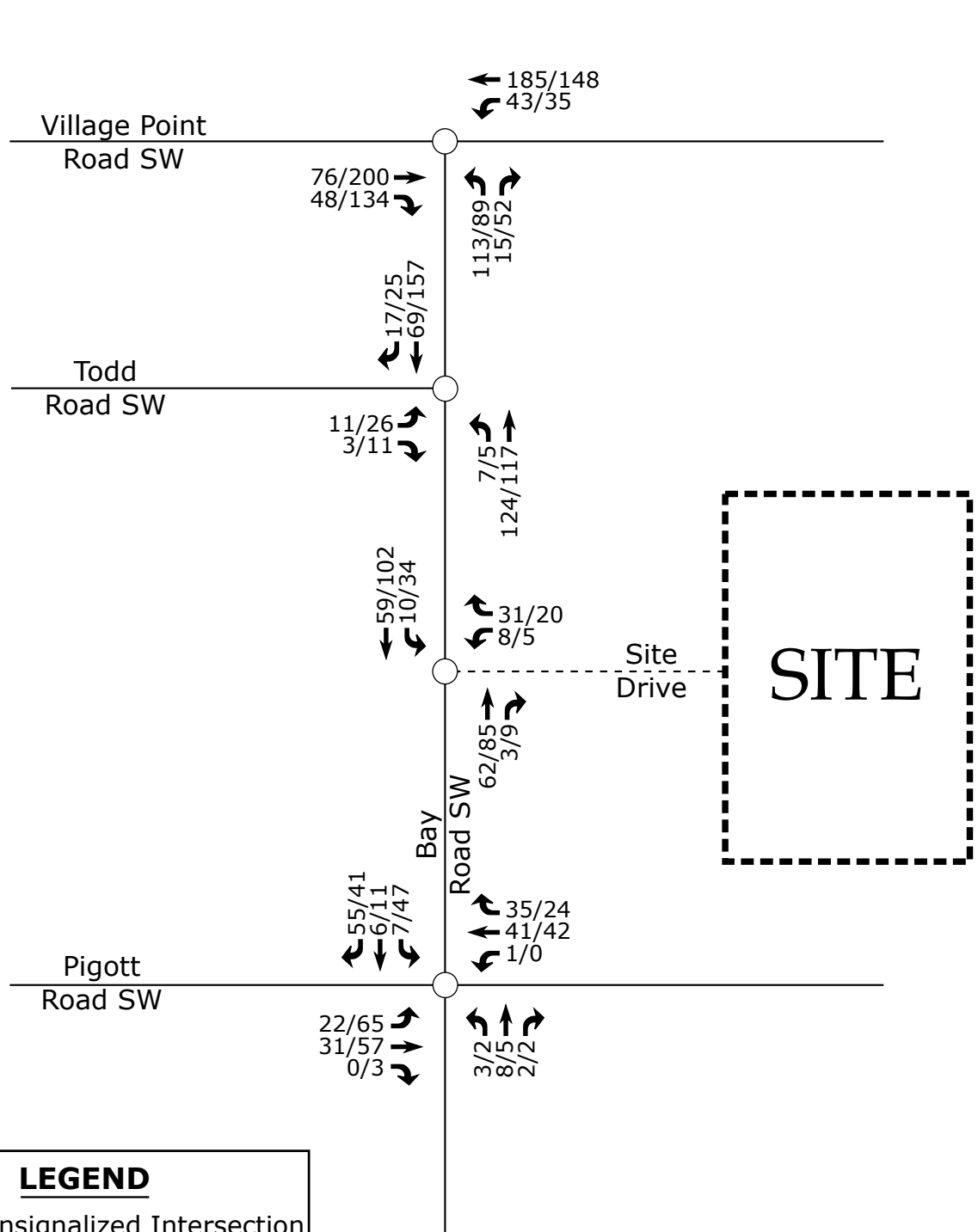
5. 2028 BUILD TRAFFIC CONDITIONS

5.1. 2028 Build Peak Hour Traffic Volumes

To estimate traffic conditions with the site fully built-out, the total site trips were added to the 2028 No-Build traffic volumes to determine the 2028 Build traffic volumes. Refer to Figure 10 for an illustration of the 2028 Build peak hour traffic volumes with the proposed site fully developed.

5.2. Analysis of 2028 Build Peak Hour Traffic Conditions

Study intersections were analyzed with the 2028 Build traffic volumes using the same methodology previously discussed for existing and No-Build traffic conditions. Intersections were analyzed with improvements necessary to accommodate future traffic volumes. The results of the capacity analysis for each intersection are presented in Section 7 of this report.



LEGEND

- Unsignalized Intersection
- X / Y → Weekday AM / PM Peak Hour Traffic

Note: Based on NCDOT Congestion Management guidelines, a volume of 4 vehicles per hour (vph) was analyzed for any movement with less than 4 vph.



66 Lot Bay Road
Shallotte, NC

2028 Build
Peak Hour Traffic

Scale: Not to Scale Figure 10

6. TRAFFIC ANALYSIS PROCEDURE

Study intersections were analyzed using the methodology outlined in the *Highway Capacity Manual* (HCM), 6th Edition published by the Transportation Research Board. Capacity and level of service are the design criteria for this traffic study. A computer software package, Synchro (Version 11.1), was used to complete the analyses for the study area intersections. Please note that the unsignalized capacity analysis does not provide an overall level of service for an intersection; only delay for an approach with a conflicting movement.

The HCM defines capacity as “the maximum hourly rate at which persons or vehicles can reasonably be expected to traverse a point or uniform section of a lane or roadway during a given time period under prevailing roadway, traffic, and control conditions.” Level of service (LOS) is a term used to represent different driving conditions and is defined as a “qualitative measure describing operational conditions within a traffic stream, and their perception by motorists and/or passengers.” Level of service varies from Level “A” representing free flow, to Level “F” where breakdown conditions are evident. Refer to Table 4 for HCM levels of service and related average control delay per vehicle for both signalized and unsignalized intersections. Control delay as defined by the HCM includes “initial deceleration delay, queue move-up time, stopped delay, and final acceleration delay”. An average control delay of 50 seconds at a signalized intersection results in LOS “D” operation at the intersection.

Table 4: Highway Capacity Manual – Levels-of-Service and Delay

UNSIGNALIZED INTERSECTION		SIGNALIZED INTERSECTION	
LEVEL OF SERVICE	AVERAGE CONTROL DELAY PER VEHICLE (SECONDS)	LEVEL OF SERVICE	AVERAGE CONTROL DELAY PER VEHICLE (SECONDS)
A	0-10	A	0-10
B	10-15	B	10-20
C	15-25	C	20-35
D	25-35	D	35-55
E	35-50	E	55-80
F	>50	F	>80

6.1. Adjustments to Analysis Guidelines

Capacity analysis at all study intersections was completed according to the NCDOT Congestion Management Guidelines.

7. CAPACITY ANALYSIS

The following study intersections were analyzed under 2025 existing, 2028 No-Build, and 2028 Build traffic conditions:

- Village Point Road SW and Bay Road SW
- Todd Road SW and Bay Road SW
- Pigott Road SW and Bay Road SW
- Bay Road SW and Site Drive

All proposed site driveways were analyzed under 2028 Build traffic conditions. Refer to Tables 5-8 for a summary of capacity analysis results. Refer to Appendices D-H for the Synchro capacity analysis reports and SimTraffic queueing reports.

7.1. Village Point Road SW and Bay Road SW

Refer to the table below for a summary of the capacity analysis of the subject intersection during the analysis scenarios.

Table 5: Analysis Summary of Village Point Road SW and Bay Road SW

Analysis Scenario	Lane Group	Existing Storage (ft)	Weekday AM Peak Hour					Weekday PM Peak Hour						
			Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)	Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)
			95th	Max					95th	Max				
2024 Existing Conditions	EBTR	--	--	--	--	--	--	N/A	--	--	--	--	--	N/A
	WBLT	--	0	10	A	7	A (7) ¹		0	24	A	8	A (8) ¹	
	NBLR	--	5	49	A	10	A (10) ²		8	57	B	10	B (10) ²	
2026 No-Build Conditions	EBTR	--	--	--	--	--	--	N/A	--	4	--	--	--	N/A
	WBLT	--	3	32	A	8	A (8) ¹		0	49	A	8	A (8) ¹	
	NBLR	--	15	65	B	12	B (12) ²		10	54	B	11	B (11) ²	
2026 Build Conditions	EBTR	--	--	--	--	--	--	N/A	--	--	--	--	--	N/A
	WBLT	--	3	43	A	8	A (8) ¹		3	78	A	8	A (8) ¹	
	NBLR	--	23	78	B	13	B (13) ²		28	124	B	14	B (14) ²	

1. Level of service for major-street left-turn movement.
2. Level of service for minor-street approach.

Capacity analysis of the 2025 Existing, 2028 No-Build, and 2028 Build traffic conditions indicate that the major-street left-turn movement is expected to operate at LOS A and the minor street approach is expected to operate at LOS B or better during both the weekday AM and PM peak hours under all scenarios. No improvements are recommended.

7.2. Todd Road SW and Bay Road SW

Refer to the table below for a summary of the capacity analysis of the subject intersection during the analysis scenarios.

Table 6: Analysis Summary of Todd Road SW and Bay Road SW

Analysis Scenario	Lane Group	Existing Storage (ft)	Weekday AM Peak Hour					Weekday PM Peak Hour						
			Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)	Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)
			95th	Max					95th	Max				
2024 Existing Conditions	EBLR	--	0	20	A	9	A (9) ²	N/A	3	44	A	9	A (9) ²	N/A
	NBLT	--	0	--	A	7	A (7) ¹		0	6	A	7	A (7) ¹	
	SBTR	--	--	--	--	--	--		--	--	--	--	--	
2026 No-Build Conditions	EBLR	--	3	23	A	9	A (9) ²	N/A	3	40	A	9	A (9) ²	N/A
	NBLT	--	0	22	A	7	A (7) ¹		0	--	A	7	A (7) ¹	
	SBTR	--	--	--	--	--	--		--	--	--	--	--	
2026 Build Conditions	EBLR	--	3	21	A	10	A (10) ²	N/A	5	52	B	10	B (10) ²	N/A
	NBLT	--	0	21	A	7	A (7) ¹		0	29	A	8	A (8) ¹	
	SBTR	--	--	--	--	--	--		--	--	--	--	--	

1. Level of service for major-street left-turn movement.
2. Level of service for minor-street approach.

Capacity analysis of the 2025 Existing, 2028 No-Build, and 2028 Build traffic conditions indicate that the major-street left-turn movement is expected to operate at LOS A and the minor street approach is expected to operate at LOS B or better during both the weekday AM and PM peak hours under all scenarios. No improvements are recommended.

7.3. Pigott Road SW and Bay Road SW

Refer to the table below for a summary of the capacity analysis of the subject intersection during the analysis scenarios.

Table 7: Analysis Summary of Pigott Road SW and Bay Road SW

Analysis Scenario	Lane Group	Existing Storage (ft)	Weekday AM Peak Hour					Weekday PM Peak Hour						
			Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)	Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)
			95th	Max					95th	Max				
2024 Existing Conditions	EBLTR	--	0	10	A	7	A (7) ¹	N/A	0	23	A	7	A (7) ¹	N/A
	WBLTR	--	0	--	A	7	A (7) ¹		0	0	A	7	A (7) ¹	
	NBLTR	--	3	30	A	9	A (9) ²		3	30	A	10	A (10) ²	
	SBLTR	--	3	34	A	9	A (9) ²		8	69	A	10	A (10) ²	
2026 No-Build Conditions	EBLTR	--	0	22	A	7	A (7) ¹	N/A	0	29	A	7	A (7) ¹	N/A
	WBLTR	--	0	--	A	7	A (7) ¹		0	12	A	7	A (7) ¹	
	NBLTR	--	3	34	A	10	A (10) ²		3	30	A	10	A (10) ²	
	SBLTR	--	5	53	A	9	A (9) ²		8	84	B	10	B (10) ²	
2026 Build Conditions	EBLTR	--	0	27	A	7	A (7) ¹	N/A	3	40	A	7	A (7) ¹	N/A
	WBLTR	--	0	--	A	7	A (7) ¹		0	--	A	7	A (7) ¹	
	NBLTR	--	3	30	A	10	A (10) ²		3	39	B	11	B (11) ²	
	SBLTR	--	8	46	A	9	A (9) ²		13	98	B	11	B (11) ²	

1. Level of service for major-street left-turn movement.
2. Level of service for minor-street approach.

Capacity analysis of the 2025 Existing, 2028 No-Build, and 2028 Build traffic conditions indicate that the major-street left-turn movements are expected to operate at LOS A and the minor street approaches are expected to operate at LOS B or better during both the weekday AM and PM peak hours under all scenarios. No improvements are recommended.

7.4. Bay Road SW and Site Drive

Refer to the table below for a summary of the capacity analysis of the subject intersection during the analysis scenarios.

Table 8: Analysis Summary of Bay Road SW & Site Drive

Analysis Scenario	Lane Group	Existing Storage (ft)	Weekday AM Peak Hour						Weekday PM Peak Hour					
			Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)	Queue (ft)		Lane LOS	Delay (sec)	Approach LOS (sec)	Overall LOS (sec)
			95th	Max					95th	Max				
2026 Build Conditions	WBLR	--	3	56	A	9	A (9) ²	N/A	3	39	A	9	A (9) ²	N/A
	NBTR	--	--	--	--	--	--		--	--	--	--		
	SBLT	--	0	11	A	7	A (7) ¹		3	36	A	8	A (8) ¹	

Improvements to lane configurations are shown in Bold

1. Level of service for major-street left-turn movement.
2. Level of service for minor-street approach.

Capacity analysis of the 2028 Build traffic conditions indicate the major-street left-turn movement and the minor street approach is expected to operate at LOS A during both the weekday AM and PM peak hours.

8. CONCLUSIONS

This Traffic Impact Analysis was conducted to determine the potential traffic impacts of the 66 Lot Bay Road development to be located in Shallotte, North Carolina. The proposed development, anticipated to be completed in 2028, is assumed to consist of 66 single family homes. Site access to is proposed one full movement intersection along Bay Road SW.

The study analyzes traffic conditions during the weekday AM and PM peak hours for the following scenarios:

- 2025 Existing Traffic Conditions
- 2028 No-Build Traffic Conditions
- 2028 Build Traffic Conditions

Trip Generation

Primary site trips are expected to generate approximately 52 trips (13 entering and 39 exiting) during the weekday AM peak hour and 68 trips (43 entering and 25 exiting) during the weekday PM peak hour.

Adjustments to Analysis Guidelines

Capacity analysis at all study intersections was completed according to NCDOT Congestion Management Guidelines. Refer to section 6.1 of this report for a detailed description of any adjustments to these guidelines made throughout the analysis.

Intersection Capacity Analysis Summary

All the study area intersections (including the proposed site driveways) are expected to operate at acceptable levels-of-service under existing and future year conditions with the exception of the intersections listed below. A summary of the study area intersections that are expected to need improvements are as follows:

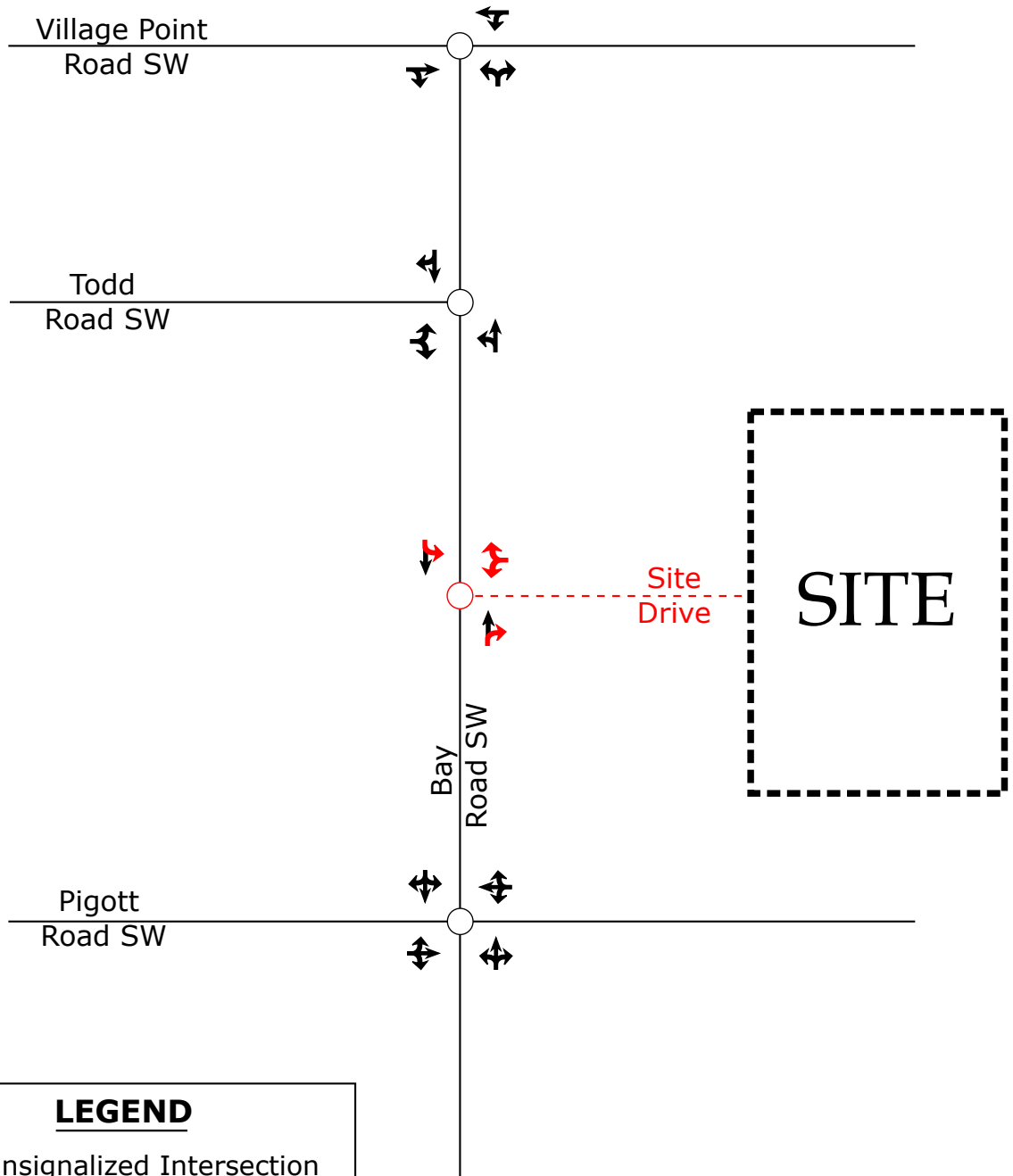
9. RECOMMENDATIONS

The following is a summary of improvements at the study intersections. Refer to Figure 11 for an illustration of the recommended lane configuration for the proposed development.

Improvements by Developer

Bay Road SW and Site Drive

- Construct Site Drive as a westbound approach with one ingress and one egress lane striped as a shared left-turn/right-turn lane.



LEGEND

- Unsignalized Intersection
- ➔ Existing Lane
- ➔ Improvement by Developer



66 Lot Bay Road
Shallotte, NC

Recommended Lane
Configurations

Scale: Not to Scale Figure 11

**U.S. ARMY CORPS OF ENGINEERS
WILMINGTON DISTRICT**

Section 5, Item II.

Action Id. SAW-2023-01176

County: Brunswick County

NOTIFICATION OF JURISDICTIONAL DETERMINATION

Property Owner/Applicant: Aubrey Faatz

Address: 1125 Bay Rd SW
Shallotte, NC, 28470

Telephone Number: (910) 279-1288

E-mail Address: aubreyfaatz@yahoo.com

Size (acres) 22.3

Nearest Waterway Millpond, The

USGS HUC 03040208

Nearest Town Shallotte, NC

River Basin Lower Pee Dee

Coordinates Latitude: 33.93036 Longitude: -78.38722

Location description: This 22.3-acre undeveloped lot parcel is located on Bay Road in Shallotte, Brunswick County, NC. (Parcel ID: 2290003505).

Indicate Which of the Following Apply:

A. Preliminary Determination

X There appear to be waters, including wetlands, on the above described property, that may be subject to Section 404 of the Clean Water Act (CWA)(33 USC § 1344) and/or Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403). The waters, including wetlands, have been delineated, and the delineation has been verified by the Corps to be sufficiently accurate and reliable. Therefore this preliminary jurisdiction determination may be used in the permit evaluation process, including determining compensatory mitigation. For purposes of computation of impacts, compensatory mitigation requirements, and other resource protection measures, a permit decision made on the basis of a preliminary JD will treat all waters and wetlands that would be affected in any way by the permitted activity on the site as if they are jurisdictional waters of the U.S. This preliminary determination is not an appealable action under the Regulatory Program Administrative Appeal Process (Reference 33 CFR Part 331). However, you may request an approved JD, which is an appealable action, by contacting the Corps district for further instruction.

— There appear to be waters, including wetlands, on the above described property, that may be subject to Section 404 of the Clean Water Act (CWA)(33 USC § 1344) and/or Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403). The waters, including wetlands, have been delineated, and the delineation has been verified by the Corps to be sufficiently accurate and reliable. Therefore this preliminary jurisdiction determination may be used in the permit evaluation process, including determining compensatory mitigation. For purposes of computation of impacts, compensatory mitigation requirements, and other resource protection measures, a permit decision made on the basis of a preliminary JD will treat all waters and wetlands that would be affected in any way by the permitted activity on the site as if they are jurisdictional waters of the U.S. This preliminary determination is not an appealable action under the Regulatory Program Administrative Appeal Process (Reference 33 CFR Part 331). However, you may request an approved JD, which is an appealable action, by contacting the Corps district for further instruction.

— There appear to be waters, including wetlands, on the above described property, that may be subject to Section 404 of the Clean Water Act (CWA)(33 USC § 1344) and/or Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403). However, since the waters, including wetlands, have not been properly delineated, this preliminary jurisdiction determination may not be used in the permit evaluation process. Without a verified wetland delineation, this preliminary determination is merely an effective presumption of CWA/RHA jurisdiction over all of the waters, including wetlands, at the project area, which is not sufficiently accurate and reliable to support an enforceable permit decision. We recommend that you have the waters of the U.S., including wetlands, on your property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.

B. Approved Determination

- There are Navigable Waters of the United States within the above described property subject to the permit requirements of Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403) and Section 404 of the Clean Water Act (CWA)(33 USC § 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.
- There are waters of the U.S., including wetlands, on the above described property subject to the permit requirements of Section 404 of the Clean Water Act (CWA) (33 USC § 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.
 - We recommend you have the waters of the U.S., including wetlands, on your property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.
 - The waters of the U.S., including wetlands, on your property have been delineated and the delineation has been verified by the Corps. We strongly suggest you have this delineation surveyed. Upon completion, this survey should be reviewed and verified by the Corps. Once verified, this survey will provide an accurate depiction of all areas subject to CWA jurisdiction on your property which, unless there is a change in law or our published regulations, may be relied upon for a period not to exceed five years from the date of this notification.
 - The waters of the U.S., including wetlands, have been delineated and surveyed and are accurately depicted on the plat signed by the Corps Regulatory Official identified below on _____. Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.
- There are no waters of the U.S., to include wetlands, present on the above described property which are subject to the permit requirements of Section 404 of the Clean Water Act (33 USC 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

X The property is located in one of the 20 Coastal Counties subject to regulation under the Coastal Area Management Act (CAMA). You should contact the Division of Coastal Management in Morehead City, NC, at (252) 808-2808 to determine their requirements.

Placement of dredged or fill material within waters of the US, including wetlands, without a Department of the Army permit may constitute a violation of Section 301 of the Clean Water Act (33 USC § 1311). Placement of dredged or fill material, construction or placement of structures, or work within navigable waters of the United States without a Department of the Army permit may constitute a violation of Sections 9 and/or 10 of the Rivers and Harbors Act (33 USC § 401 and/or 403). If you have any questions regarding this determination and/or the Corps regulatory program, please contact **Gary Beecher at (910) 251-4694 or Gary.H.Beecher@usace.army.mil.**

C. Basis For Determination: N/A. An Approved JD has not been completed.

D. Remarks: A desk top review was conducted on this PJD application using information obtained rom the consultant (Davey Resources Group) and from Corps produced Lidar Maps.

E. Attention USDA Program Participants

The delineation included herein has been conducted to identify the location and extent of the aquatic resource boundaries and/or the jurisdictional status of aquatic resources for purposes of the Clean Water Act for the particular site identified in this request. This delineation and/or jurisdictional determination may not be valid for the Wetland Conservation Provisions of the Food Security Act of 1985, as amended. If you or your tenant are USDA program participants, or anticipate participation in USDA programs, you should discuss the applicability of a certified wetland determination with the local USDA service center, prior to starting work.

F. Appeals Information for Approved Jurisdiction Determinations (as indicated in Section B. above)

If you object to this determination, you may request an administrative appeal under Corps regulations at 33 CFR Part 331. Enclosed you will find a Notification of Appeal Process (NAP) fact sheet and Request for Appeal (RFA) form. If you request to appeal this determination you must submit a completed RFA form to the following address:

US Army Corps of Engineers
South Atlantic Division
Attn: Mr. Philip A. Shannin
Administrative Appeal Review Officer
60 Forsyth Street SW, Floor M9
Atlanta, Georgia 30303-8803

AND

PHILIP.A.SHANNIN@USACE.ARMY.MIL

In order for an RFA to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR part 331.5, and that it has been received by the Division Office within 60 days of the date of the NAP. Should you decide to submit an RFA form, it must be received at the above address by **N/A.**

It is not necessary to submit an RFA form to the Division Office if you do not object to the determination in this correspondence.

Gary H. Beecher

Digitally signed by Gary H.

Beecher

Date: 2023.09.18 15:19:39 -04'00'

Corps Regulatory Official: _____

Date of JD: **September 18, 2023**

Expiration Date: **PJD does not expire**

The Wilmington District is committed to providing the highest level of support to the public. To help us ensure we continue to do so, please complete our Customer Satisfaction Survey, located online at

<https://regulatory.ops.usace.army.mil/customer-service-survey/>.

Copy Furnished via email to:

Consultant:

Matthew Ruppert

Davey Resources Group

BACKGROUND INFORMATION**A. REPORT COMPLETION DATE FOR PJD:** September 18, 2023**B. NAME AND ADDRESS OF PERSON REQUESTING PJD:** Aubrey Faatz/1125 Bay Rd SW Shallotte, NC 28470**C. DISTRICT OFFICE, FILE NAME, AND NUMBER:** Wilmington, Bay Road SW, SAW-2023-01176**D. PROJECT LOCATION(S) AND BACKGROUND INFORMATION:****(USE THE TABLE BELOW TO DOCUMENT MULTIPLE AQUATIC RESOURCES AND/OR AQUATIC RESOURCES AT DIFFERENT SITES)**

State: NC

County/parish/borough: Brunswick

City: Shallotte

Center coordinates of site (lat/long in degree decimal format):

Lat.: 33.930579

Long.: -78.386644

Universal Transverse Mercator: 17 S 741565.73 m E 3757535.16 m N

Name of nearest waterbody: UT to Little Saucepan Creek

E. REVIEW PERFORMED FOR SITE EVALUATION (CHECK ALL THAT APPLY):☒ Office (Desk) Determination. Date: September 18, 2023☐ Field Determination. Date(s):**TABLE OF AQUATIC RESOURCES IN REVIEW AREA WHICH "MAY BE" SUBJECT TO REGULATORY JURISDICTION.**

Site number	Latitude (decimal degrees)	Longitude (decimal degrees)	Estimated amount of aquatic resource in review area (acreage and linear feet, if applicable)	Type of aquatic resource (i.e., wetland vs. non-wetland waters)	Geographic authority to which the aquatic resource "may be" subject (i.e., Section 404 or Section 10/404)
T1	33.931598	-78.387330	240 l.f.	Non-Wetland Waters	Section 404
W1	33.929561	-78.387471	0.26 ac	Wetland Waters	Section 404
W2	33.931905	-78.386661	0.10 ac	Wetland Waters	Section 404

- 1) The Corps of Engineers believes that there may be jurisdictional aquatic resources in the review area, and the requestor of this PJD is hereby advised of his or her option to request and obtain an approved JD (AJD) for that review area based on an informed decision after having discussed the various types of JDs and their characteristics and circumstances when they may be appropriate.
- 2) In any circumstance where a permit applicant obtains an individual permit, or a Nationwide General Permit (NWP) or other general permit verification requiring “pre-construction notification” (PCN), or requests verification for a non-reporting NWP or other general permit, and the permit applicant has not requested an AJD for the activity, the permit applicant is hereby made aware that: (1) the permit applicant has elected to seek a permit authorization based on a PJD, which does not make an official determination of jurisdictional aquatic resources; (2) the applicant has the option to request an AJD before accepting the terms and conditions of the permit authorization, and that basing a permit authorization on an AJD could possibly result in less compensatory mitigation being required or different special conditions; (3) the applicant has the right to request an individual permit rather than accepting the terms and conditions of the NWP or other general permit authorization; (4) the applicant can accept a permit authorization and thereby agree to comply with all the terms and conditions of that permit, including whatever mitigation requirements the Corps has determined to be necessary; (5) undertaking any activity in reliance upon the subject permit authorization without requesting an AJD constitutes the applicant’s acceptance of the use of the PJD; (6) accepting a permit authorization (e.g., signing a proffered individual permit) or undertaking any activity in reliance on any form of Corps permit authorization based on a PJD constitutes agreement that all aquatic resources in the review area affected in any way by that activity will be treated as jurisdictional, and waives any challenge to such jurisdiction in any administrative or judicial compliance or enforcement action, or in any administrative appeal or in any Federal court; and (7) whether the applicant elects to use either an AJD or a PJD, the JD will be processed as soon as practicable. Further, an AJD, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331. If, during an administrative appeal, it becomes appropriate to make an official determination whether geographic jurisdiction exists over aquatic resources in the review area, or to provide an official delineation of jurisdictional aquatic resources in the review area, the Corps will provide an AJD to accomplish that result, as soon as is practicable. This PJD finds that there “*may be*” waters of the U.S. and/or that there “*may be*” navigable waters of the U.S. on the subject review area, and identifies all aquatic features in the review area that could be affected by the proposed activity, based on the following information:

SUPPORTING DATA. Data reviewed for PJD (check all that apply)

Checked items should be included in subject file. Appropriately reference sources below where indicated for all checked items:

- ☒ Maps, plans, plots or plat submitted by or on behalf of the PJD requestor:
Map: PJD Reference Sketch.
- ☒ Data sheets prepared/submitted by or on behalf of the PJD requestor.
☒ Office concurs with data sheets/delineation report.
☐ Office does not concur with data sheets/delineation report. Rationale: _____.
- ☐ Data sheets prepared by the Corps: _____.
- ☐ Corps navigable waters' study: _____.
- ☐ U.S. Geological Survey Hydrologic Atlas: _____.
☐ USGS NHD data.
☐ USGS 8 and 12 digit HUC maps.
- ☒ U.S. Geological Survey map(s). Cite scale & quad name: USGS Topographic 7.5 Minute- Shallotte.
- ☒ Natural Resources Conservation Service Soil Survey. Citation: GIS Soils Data Brunswick.
- ☐ National wetlands inventory map(s). Cite name: _____.
- ☐ State/local wetland inventory map(s): _____.
- ☐ FEMA/FIRM maps: _____.
- ☐ 100-year Floodplain Elevation is: _____.(National Geodetic Vertical Datum of 1929)
- ☒ Photographs: ☒ Aerial (Name & Date): NAPP 1998 Infrared Imagery ; 2020 NC OneMap Brunswick.
or ☐ Other (Name & Date): _____.
- ☐ Previous determination(s). File no. and date of response letter: _____.
- ☒ Other information (please specify): Corps produced Lidar Maps.

IMPORTANT NOTE: The information recorded on this form has not necessarily been verified by the Corps and should not be relied upon for later jurisdictional determinations.

Gary H. Beecher

Digitally signed by Gary H.
Beecher
Date: 2023.09.18 15:19:11 -04'00'

Signature and date of
Regulatory staff member
completing PJD

Matthew Koppert

Signature and date of
person requesting PJD
(REQUIRED, unless obtaining
the signature is impracticable)¹

¹ Districts may establish timeframes for requestor to return signed PJD forms. If the requestor does not respond within the established time frame, the district may presume concurrence and no additional follow up is necessary prior to finalizing an action.



L:\WETLANDS\2022 WETLANDS FILES\DRGNCW22.580 ---
Bay Rd SW, Aubrey Faatz Home Crafters\Maps\GIS
Boundaries are approximate and not meant to be absolute.
Map Source: OpenStreetMap



0 1,000 2,000 4,000
ft

Bay Rd SW
Brunswick County, NC

Map Date: May 2023
DRGNCW22.580



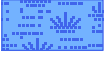



DAVEY 
Resource Group
3805 Wrightsville Avenue
Wilmington, NC 28403
(910) 452-0001

**Figure 1
Vicinity Map**

NOTE: This is not a survey. All boundaries and distances are considered approximate. This represents a preliminary sketch prepared from field notes. A survey of delineated areas and review and approval by the U.S. Army Corps of Engineers is recommended prior to specific site planning.



Legend

-  Parcel Boundary ~22.3 Acres
-  Upland ~21.9 Acres (98%)
-  Wetland ~0.4 Acres (2%)
-  Potential Waters of the U.S. (Non-Stream) ~240 lf
-  Upland Drainage Feature (No OHWM) ~230 lf
-  Data Point

L:\WETLANDS\2022 WETLANDS FILES\DRGNCW22.580 ---
Bay Rd SW, Aubrey Faatz Home Crafters\Maps\GIS
Boundaries are approximate and not meant to be absolute.
Map Source: 2020 NC OneMap



0 100 200 400
ft
Scale applies to 11X17" print.

Bay Rd. Tract
Brunswick County, NC

Map Date: May 2023
DRGNCW22.580

DAVEY 
Resource Group
3805 Wrightsville Avenue
Wilmington, NC 28403
(910) 452-0001

PJD Reference Sketch

Planning Board Zoning Amendment Statement of Consistency

The Town of Shallotte *Planning Board* has reviewed in full the petition ANX #25-21 to rezone ±22acres of real property (tax ID 2290003505) owned by Aubrey & Amanda Faatz from County R7500 to Shallotte PUD. After review of the petition, the Planning Board hereby *recommends* that the property be rezoned to PUD 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:

- It is consistent with the Town of Shallotte’s Future Land Use Plan’s prescription for use (single-family homes) and density; and

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

- The proposed PUD master plan aligns with the Town's Future Land Use Map for low density residential development.

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:

Date

Planning Board Chairman
Town of Shallotte



Town of Shallotte Planning Board
ACTION AGENDA ITEM
2025

Section 5, Item III.

TO: Planning Board

ACTION ITEM #: TXT 25-24

MEETING DATE: 08-12-2025

FROM: Brandon Eaton, Planner II

**DATE
SUBMITTED:**

ISSUE/ACTION REQUESTED:

Request Planning Board's review of a staff-initiated amendment to the Town of Shallotte Unified Development Ordinances. Specifically, Article 2, Section 2-2, Article 10, Tables 10-1 & 10-2, & Article 10, Section 10-3 (I).

**PUBLIC
HEARING:**

☐ YES ☒ NO

BACKGROUND/PURPOSE OF REQUEST:

The proposed amendment to the Town's UDO updates ordinance language to transition away from the use of special use permits and the quasi-judicial process for less intensive residential uses, instead utilizing conditional rezoning when more appropriate.

The proposed amendment also establishes and defines two categories of multi-family uses, major and minor, allowing for minor multi-family projects "by right" and to be approved administratively. At the request of the Board of Aldermen, the proposal also establishes additional language preventing developments from utilizing project phasing and/or adjacent properties in like ownership to circumvent the major/minor categorization process detailed within.

Staff feel that recategorizing less intensive uses and establishing "by right" and conditional rezoning standards will promote development without the heavy burden that often accompanies the quasi-judicial process.

- See attached "Exhibit A"

The Planning Board may vote to *recommend 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:
TBD

STAFF RECOMMENDATION:
Staff recommends Planning Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Draft Language “Exhibit A”
2. Draft Statement of Consistency

ACTION OF THE BOARD OF ALDERMEN

APPROVED: ☐
DENIED: ☐

ATTEST:

CLERK TO THE BOARD

**DEFERRED
UNTIL:**

SIGNATURE

OTHER:

Section 2-2: Definition of Basic Terms

(80) Dwelling Types.

- (d) Dwelling, Multiple Family (Major). A single structure comprised of three (3) or more dwelling units, with the number of families in residence not exceeding the number of dwelling units provided. (Ord. 20-05, 7/7/20) A residential development containing three (3) or more dwelling units within one or more buildings on a single lot, designed for occupancy by separate households, with a total of eighty (80) or more dwelling units. Multi-Family (Major) developments may include associated common areas, amenities, parking areas, and accessory structures designed to serve residents of the development.
- (e) Dwelling, Multiple Family (Minor). A residential development containing three (3) or more dwelling units within one or more buildings on a single lot, designed for occupancy by separate households, with a total of seventy-nine (79) or fewer dwelling units. Multi-Family (Minor) developments may include associated common areas, amenities, parking areas, and accessory structures designed to serve residents of the development.

Table 10-1: Special Use Conditional Zoning Triggers

Zoning District	Building Footprint (square feet)	
CB, CW, O&I	> 10,000	
HB, B-2	> 20,000	
LI, HI	Unlimited	
CB, HB, B-2, O/I, PUD	NA	<u>±</u>

*Any new or modified use with a proposed drive through facility shall only be permitted by special use permit.

Table 10-2: Table of Permitted Uses

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
RESIDENTIAL – HOUSEHOLD LIVING															
DWELLING, MULTI-FAMILY (MAJOR) [pursuant to 10-3(<u>H I</u>)]	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>				<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>					P
DWELLING, MULTI-FAMILY (MINOR) [pursuant to 10-3(<u>H I</u>)]	<u>P</u>	<u>CZ</u>	<u>CZ</u>				<u>CZ</u>	<u>CZ</u>	<u>CZ</u>	<u>CZ</u>					<u>P</u>
DWELLING, SINGLE-FAMILY (excluding manufactured homes)	P	P	P	P	P	P	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	P				P
DWELLING, (DUPLEX)	P	P	P												P
DWELLING, (TOWNHOUSE)	P	P	P								P				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)]			<u>S</u> <u>CZ</u>			<u>S</u> <u>CZ</u>									
RESIDENTIAL CLUSTER DEVELOPMENT [pursuant to Article 13]	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>		<u>S</u> <u>CZ</u>			<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>						<u>S</u> <u>CZ</u>
Residential Micro-grid Solar Collector Battery Storage System (pursuant to Article 31)	P														
RESIDENTIAL – GROUP LIVING															
ADULT CARE HOME	<u>S</u> <u>CZ</u>									<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>				
ALCOHOL AND/OR SUBSTANCE ABUSE REHABILITATION FACILITIES, RESIDENTIAL (Six or fewer residents)		P	P	P	P										
ASSISTED LIVING RESIDENCE	<u>S</u> <u>CZ</u>						<u>S</u> <u>CZ</u>		<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>	<u>S</u> <u>CZ</u>				<u>S</u> <u>CZ</u>
FAMILY CARE HOME	P	P	P	P	P	P	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	P				P

MULTI-UNIT ASSISTED HOUSING WITH SERVICES	<u>S</u>							<u>S</u>		<u>S</u>	<u>S</u>				<u>S</u>
	<u>CZ</u>							<u>CZ</u>		<u>CZ</u>	<u>CZ</u>				<u>CZ</u>
NURSING HOME	<u>S</u>							<u>S</u>		<u>S</u>					P
	<u>CZ</u>							<u>CZ</u>		<u>CZ</u>					

Section 10-3: Supplemental Use Standards

(I) Dwelling, Multi-Family.

- (1) Multi-Family projects within the Town shall fall into the following categories and process of review and approval:
 - (a) Minor Multi-Family Projects shall submit complete Site and Landscape plan applications for review by the Technical Review Committee.
 - (b) Major Multi-Family Projects that have completed the conditional zoning map amendment (conditional rezoning) process shall submit Site and Landscape plan application detailing all required site plan details and those conditions and phases approved by the Board of Aldermen. (Ord. 15-04, 5/5/15; Ord 25-XX 8/X/25)
- (2) Access.
 - (a) A minimum of one (1) connection to the existing public network if the development includes 79 units or less or, a minimum of two (2) connections to the existing public network if the development includes more than 80 units.
 - (b) Requirements of a valid traffic impact analysis or NCDOT issued driveway permit may require additional street connections but may not reduce those required herein.
- (3) Placement of Buildings.
 - (a) Minimum building separation shall be dictated by NC Fire Code and informed by the Town of Shallotte Fire Departments anticipated response plan for the site.
 - (b) Any group of buildings forming a courtyard shall have at least twenty-five percent (25%) of the perimeter of such courtyard open for access by emergency vehicles.
 - (c) All buildings with more than two stories shall be setback no less than 30 feet from any property boundary which contains single family housing.
- (4) Design Standards.
 - (a) Entrances and parking lots should be configured to be functional and inviting with walkways conveniently tied to logical destinations.
 - (b) Sidewalks shall be incorporated into the design of all vehicle access points, to include public streets, private drives, or parking lots.
 - i. Sidewalks shall be either five (5) feet wide and located along both sides of the vehicle access points, or eight (8) feet wide along a single side of the vehicle access points.
 - ii. Sidewalks along private property shall be maintained as such.
 - iii. Sidewalks shall be designed so as to comply with the minimum standards detailed in Sec. 20-9.
 - (c) The features and spaces should enhance the building and center as integral parts of the community. The use of such features as plazas, patios, and courtyards should be used when practical.
 - (d) Regardless of building size, if Radio Frequency (RF) signal testing reveals insufficient coverage for public safety radios, an Emergency Responder Radio Coverage System (ERRCS) incorporating a Bi-Directional Amplifier (BDA) and Distributed Antenna System (DAS) must be designed and installed in accordance with NFPA and IFC requirements.
 - (e) All buildings adjoining public trust waters shall meet CAMA regulations.
- (5) Open Space (Recreation) Areas.
 - (a) Open space areas shall be provided for all multi-family projects with nine (9) or more dwelling units. A minimum area of two thousand (2,000) square feet, having a minimum width of forty (40) feet or a minimum radius of twenty-six (26) feet shall be provided for the first six (6) to twenty-five (25) dwelling units.
 - (b) For each dwelling unit over twenty-five (25) in number, an additional fifty-six (56) square feet per dwelling unit shall be provided.
 - (c) To the maximum extent practicable, required open space areas shall be connected as to form contiguous areas of land, whether the project is developed in phases or sections
 - (d) Open space areas that are dispersed throughout the development shall be connected with sidewalks, pedestrian walking trails, and crosswalks.
 - (e) No part of the required open space area shall be used for any other purpose.
 - (f) All open space shown on the site development plan shall be recorded in the Brunswick County Register of Deeds and shall be conveyed by the following method.
 - (g) By leasing or conveying title including beneficial ownership to a corporation, association, or other legal entity, the terms of such lease or other instruments of conveyance must include provisions suitable to the Town for guaranteeing:

- i. The continued use of land for the intended purposes;
 - ii. Continuity of proper maintenance for those portions of open space land requiring maintenance;
 - iii. When appropriate, the availability of funds required for such maintenance;
 - iv. Adequate insurance protection; and
 - v. Recovery for loss sustained by casualty, condemnation, or otherwise.
- (h) Furthermore, the applicant shall file in the Brunswick County Register of Deeds at the time of site development approval, legal documents which shall produce the above guarantees and in particular, will provide a method for reserving the use of open space for the use and enjoyment of the residents of the development.
- (6) Other regulations.
 - (a) Adjacent parcels in the same or joint ownership shall be considered one development for the purpose of determining if a multi-family development falls within the major or minor category.
 - (b) Developments shall not utilize phasing in any manner that would allow the project to avoid being categorized as a major or minor multi-family development.
- (7) Townhouses. The following standards apply to townhouses.
 - (a) Maximum density and minimum lot size standards may be satisfied by individual lot area, by provision of common open space, or by a combination of lot area and common open space.
 - (b) No unit shall be connected on more than two (2) sides by common walls.
 - (c) Minimum yard and lot size requirements shall apply to the project boundary. No individual unit shall be required to comply with minimum yard dimensions or lot size requirements.

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 25-24

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT ORDINANCE, SPECIFICALLY ARTICLE 2, SECTION 2-2, ARTICLE 10, TABLES 10-1 & 10-2, and ARTICLE 10, SECTION 10-3 (I).

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 to the Town's UDO updates ordinance language to transition away from the use of special use permits and the quasi-judicial process for less intensive residential uses, instead utilizing conditional rezoning when more appropriate.

The proposed amendment also establishes and defines two categories of multi-family uses, major and minor, allowing for minor multi-family projects "by right" and to be approved administratively. At the request of the Board of Aldermen, the proposal also establishes additional language preventing developments from utilizing project phasing and/or adjacent properties in like ownership to circumvent the major/minor categorization process detailed within.

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

Planning Board Chairman
Town of Shallotte



Town of Shallotte Planning Board
ACTION AGENDA ITEM
2025

Section 5, Item IV.

TO: Planning Board

ACTION ITEM #: TXT 25-23

MEETING DATE: 08-12-2025

FROM: Brandon Eaton, Planner II

DATE

SUBMITTED:

ISSUE/ACTION REQUESTED:

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

PUBLIC

HEARING:

☐

YES

☒

NO

BACKGROUND/PURPOSE OF REQUEST:

The proposed amendment to the Town's UDO updates ordinance language to permit the installation of fencing, walls, and other methods of screening within front yards in all zoning districts, for uses pertaining to utilities and/or other critical infrastructure.

The proposed amendment also defines "critical infrastructure" based on federal, state, and other municipal definitions and uses.

Staff recognize the unique nature of these uses and their potential need for additional security and screening measures, and feel that the proposed amendment clearly and justly allows for latitude for these uses only.

- See attached "Exhibit A"

The Planning Board may vote to *recommend 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:

TBD

STAFF RECOMMENDATION:

Staff recommends Planning Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Draft Language "Exhibit A"
2. Draft Statement of Consistency

ACTION OF THE BOARD OF ALDERMEN

APPROVED:

☐

ATTEST:

CLERK TO THE BOARD

DENIED:

☐

**DEFERRED
UNTIL:**

SIGNATURE

OTHER:

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 25-23

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

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 to the Town's UDO updates ordinance language to permit the installation of fencing, walls, and other methods of screening within front yards in all zoning districts, for uses pertaining to utilities and/or other critical infrastructure.

The proposed amendment also defines "critical infrastructure" based on federal, state, and other municipal definitions and uses.

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

Planning Board Chairman
Town of Shallotte

Section 2-2: Definitions of Basic Terms

(57) Critical Infrastructure. Physical or virtual systems, facilities, or assets that provide vital and essential services to the public and whose incapacity or disruption would have a significant impact on public health, safety, welfare, or the local economy.

(H) Accessory Structures Not Requiring Zoning Approval.

- (1) General
 - (a) All accessory structures located within the Town's jurisdiction must meet the requirements of the North Carolina State Building Code.
 - (b) Other permits, including a building permit, may be required.
- (2) Fences and Screening Walls.
 - (a) Placement and height:
 - (1) Fences or screening walls up to eight (8) feet in height may enclose side and rear yards in all zoning districts.
 - (2) A request may be made for an administrative adjustment up to ten (10) feet in height for fences and walls enclosing the side and rear yard(s) of properties in the B-2 and all industrial districts. Such a request must be submitted in writing to the Zoning Administrator.
 - (3) Fences and screening walls of up to four (4) feet in height may enclose front yards in all zoning districts except in the Commercial Business (CB) and Highway Business (HB) districts where front yard enclosures are not permitted.
 - (4) Front yard enclosures may be increased to six (6) feet in height in the RA-15 and RAM-15 zoning districts with written administrative approval.
 - (5) Fences, walls, and other enclosures used to screen, buffer, or secure any utility or other critical infrastructure may be installed in front, side, or rear yards in any zoning district.
 - (6) Fences or walls may not be located within a public right-of-way and/or obstruct a sight distance triangle.
 - (7) No fence or wall shall impede the visual locating of 911 emergency street addresses
 - (8) Fences or walls shall not alter or impede the natural flow of water in any stream, creek, drainage swale, or ditch.
 - (9) The finished side of a fence or wall shall face off site.
 - (10) Additional wall or fence requirements applicable to a particular activity or use may be specified elsewhere in this Ordinance. Except where specifically modified (such as a specific height requirement), this Part shall take priority.
 - (b) Maintenance:
 - (1) Any fence or wall which, through neglect, lack of repair, type or manner of construction, method of placement or otherwise, constitutes a hazard or endangers any person, animal or property is

hereby deemed a nuisance. If such conditions exist, the Administrator shall require the owner or occupant of the property upon which the fence or wall is located to repair, replace or demolish the fence causing the nuisance. (Ord. 10-02, 1/5/10; Ord. 20-05, 7/7/20)

- (c) Construction:
 - (1) Fences and walls shall be constructed of high-quality materials including brick or stone, stucco over concrete masonry blocks, treated wood, wrought iron/aluminum, composite fencing, exposed aggregate concrete, architectural block, or PVC vinyl in a structurally safe and attractive condition.
- (d) Prohibited Fences. The following types of fences are prohibited in all zoning districts:
 - (1) Fences constructed primarily of barbed or razor wire;
 - (2) Fences carrying electrical current;
 - (3) Fences topped with barbed wire or metal spikes, except those serving a petitionary, prison, jail, police station, involuntary medical facility, municipal function or as required by state or federal law, public safety purposes.



Town of Shallotte Planning Board
ACTION AGENDA ITEM
2025

Section 5, Item V.

TO: Planning Board

ACTION ITEM #: TXT 25-25

MEETING DATE: 08-12-2025

FROM: Brandon Eaton, Planner II

**DATE
SUBMITTED:**

ISSUE/ACTION REQUESTED:

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

**PUBLIC
HEARING:**

☐ YES ☒ NO

BACKGROUND/PURPOSE OF REQUEST:

The proposed amendment to the Town's UDO updates ordinance language to bring Town regulations regarding tattoo and body piercing establishments up to date with current standards regarding the use and in line with how the use is regulated in surrounding communities.

The proposed amendment also establishes additional regulations involving safety, shop location relevant to more sensitive uses, and addresses the need for separation between establishments of this type.

- See attached "Exhibit A"

The Planning Board may vote to *recommend 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:

TBD

STAFF RECOMMENDATION:

Staff recommends Planning Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Draft Language “Exhibit A”
- 2. Draft Statement of Consistency

<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

Table 10-2: Table of Permitted Uses

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
OFFICE AND COMMERCIAL SERVICE															
SUBSTANCE ABUSE TREATMENT FACILITY, OUTPATIENT								P		<u>P</u>	P				
TATTOO AND BODY PIERCING ESTABLISHMENTS [pursuant to 10-3(DD) (GG)]							<u>P</u>	<u>S</u> <u>P</u>		<u>S</u> <u>P</u>		<u>S</u> <u>P</u>			
TAXIDERMIST								S				<u>P</u>	P		
TEACHING STUDIO (including fine arts, yoga, martial arts, etc.)							P	<u>P</u>		<u>P</u>	P				
VETERINARY SERVICES WITH CLOSED PENS												P	P		P

Section 10-3: Supplemental Use Standards

(GG) Tattoo and Body Piercing Establishments

- (1) ~~The owner, employees, and all patrons of the establishment must be over eighteen (18) years of age.~~
- (2) ~~The location of the establishment cannot be located closer than one thousand (1000) feet from any residential zoning district or residential use.~~
- (3) ~~The location of the establishment cannot be located closer than fifteen hundred (1500) feet from any church, day care center, public or private elementary or secondary educational school, public park, public library, cemetery or motion picture establishment which shows G or PG rated movies to the general public.~~
- (4) ~~The business cannot be located closer than fifteen hundred (1500) feet from any existing tattoo or body piercing establishment.~~
- (5) ~~The business establishment shall only conduct business to the public between 8:00 am and 9:00 pm daily.~~
- (6) ~~The business shall abide by all Federal, State and Town regulations.~~

(1) Purpose: The purpose of this section is to ensure that tattoo and body piercing establishments operate in a safe, sanitary, and compatible manner within the Town of Shallotte, while also allowing for reasonable business development.

(2) Operational Requirements

(a) Age Restrictions:

- (1) All owners and employees of the establishment shall be at least eighteen (18) years of age.
- (2) No person under eighteen (18) years of age may receive a tattoo or body piercing, unless explicitly allowed under N.C.

General Statutes, and with parental or legal guardian consent where applicable.

(b) Health and Safety Certification:

- (1) All establishments shall maintain valid and current certification from the Brunswick County Health Department prior to commencing operations.

(3) Location and Spacing Requirements

(a) Separation

- (1) Tattoo and body piercing establishments shall not be located within 300 feet of another tattoo and body piercing establishment, measured from building to building in a straight line.
- (2) Tattoo and body piercing establishments shall not be located within 500 feet of the following sensitive uses:
- Public or private K-12 schools
 - Daycare centers
 - Public parks
 - Places of worship
 - Public libraries
 - This distance shall be measured from the property line of the tattoo or piercing establishment to the property line of the protected use. This shall not apply in mixed-use or downtown zoning districts where walkability and commercial variety are encouraged.

(b) Residential Buffering

- (1) Tattoo and piercing establishments shall be a minimum of 200 feet from the nearest residentially zoned property, unless separated by a public road or located in a mixed-use zoning district.

(4) Signage and Appearance

(a) Signage

- (1) Signage shall comply with the Shallotte Sign Ordinance. No flashing, animated, or neon signs are permitted.

(b) Appearance

- (2) Exterior appearance of the establishment shall be professional and consistent with adjacent commercial uses.

(5) Other Regulations

- (a) The business shall adhere to tattoo and body piercing regulations detailed in NCGS 14-400, as well as abide by all Federal, State and Town regulations.

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 25-25

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

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 to the Town’s UDO updates ordinance language to bring Town regulations regarding tattoo and body piercing establishments up to date with current standards regarding the use and in line with how the use is regulated in surrounding communities.

The proposed amendment also establishes additional regulations involving safety, shop location relevant to more sensitive uses, and addresses the need for separation between establishments of this type.

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

Planning Board Chairman
Town of Shallotte

TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

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



TO: Planning Board
FROM: Robert Waring, Planning Director
DATE: August 12, 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 July 8 to review four text amendments:
 - a. The Board's next meeting is scheduled for August 12.
2. TRC met July 17 to consider one Annexation/PUD project:
 - a. 66 single-family lot Planned Unit Development located near Bay & Village Pt. Roads
 - b. The next meeting scheduled for August 21
3. The Shallotte Collector Street Plan (CSP) is progressing
 - a. Staff reviewed the draft CSP and provided comments
 - b. A 30-day window for public review/comment is open
 - c. A public open house was held on July 29, 2025
 - d. Staff anticipated having the final document to the Board in October
4. Staff attended the quarterly TCC meeting with NCGSATS
 - a. The RCI intersections at the north and south ends of Main & Hwy 17 bypass have been let
5. Staff attended the bi-monthly traffic impact analysis meetings with NCDOT
6. Staff is waiting on final comments for the stormwater revisions and anticipate bringing the required amendments to PB & BOA in the September & October time frame
7. Staff attended the kick-off meeting for the Town Hall project with the construction manager at risk
8. Staff with the Hayden Point (FMJ Tract) developers to discuss construction and permitting
9. Staff attended the County's damage assessment training
10. Please forward any zoning or nuisance complaints to Brandon Eaton, Planner,
beaton@townofshallotte.org Phone: (910) 754-4032
11. The Town collected \$228,941 for July 2025
 - a. Fees collected in July 2024 totaled \$177,094