



Shallotte Board of Aldermen Regular Meeting Agenda

January 07, 2025 at 5:15 PM

Meeting Chambers – 110 Cheers Street

I. CALL TO ORDER

II. CONFLICT OF INTEREST

1. Statement

III. AGENDA AMENDMENTS & APPROVAL OF AGENDA

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

V. DEPARTMENT REPORTS

1. Police

A. Presentation - Officer of the Year

2. Fire

3. Planning

A. Board Appointments / Board Size

4. Public Utilities

A. Little Church

5. Finance

6. Parks & Recreation

A. Market Vendor Fees

7. Administration

8. Mayor

A. 2024 Review

VI. CONSENT AGENDA

A. December 3, 2024 Regular Meeting Minutes

B. Direct the Clerk to “Investigate the Sufficiency Thereof and to Certify the Result of the Investigation” for the Following Annexation Request:

Annexation Petition: ANX 24-26

Parcel ID: 197JB003

Maverick Pate
0.47 Acres +/-

C. Direct the Clerk to “Investigate the Sufficiency Thereof and to Certify the Result of the Investigation” for the Following Annexation Request:

Annexation Petition: ANX 24-17
Parcel ID: 19800002
Solserra (San Rio)
Stars & Stripes 2I, LLC
304.66 Acres +/-

D. Budget Adjustment: BA-24-25-7 (JP Russ & Son contract - Mulberry St. Roadway & Sidewalk Improvements \$697,319.00)

VII. PUBLIC HEARING

1. REZONING PETITION (RZ 24-12): 250 Holden Beach Rd.

Mr. Michael Wayne Milligan has submitted a request for consideration of a rezoning petition for the property located at 250 Holden Beach Rd (1.6 Acres +/-). Parcel ID #'s 1980001205, 1980001202, & 1980001204. The property is currently zoned Residential Agricultural Manufactured Home (RAM-15) and has been requested to rezone into the Business-2 (B-2) zoning district.

1. Motion to open public hearing
2. Public Comments/Questions
3. Motion to close public hearing
4. Board Comments-Questions
5. Consider a motion to approve the Zoning Statement of Consistency

2. SPECIAL USE PERMIT (SUP 24-10) PARCEL ID # 1810005807 (3680 Express Dr.)

Grady Watkins, on behalf of Brunswick County Schools, has submitted a request for consideration of a Special Use Permit (SUP) so as to develop a school operations center with an included warehouse and print facility at the parcel/address listed above. The property is zoned Highway Business (HB).

(BEING THIS IS A QUASI JUDICIAL HEARING, ANYONE THAT WISHES TO SPEAK REGARDING THIS MATTER WILL NEED TO BE SWORN IN BY THE TOWN CLERK PRIOR TO ANY COMMENTS)

1. Motion to open public hearing
2. Swear in parties
3. Public Comments/Questions
4. Motion to close public hearing
5. Board Comments-Questions
6. Motion to approve/deny the Specific Findings of Fact
7. Motion to approve/deny SUP 24-10

3. SPECIAL USE PERMIT (SUP 24-13) PARCEL ID # 1970002005 (4636 East Coast Ln.)

Christopher Stanley, on behalf of Stanley Investments, LLC, has submitted a request for consideration of a Special Use Permit (SUP) so as to develop a leasable office facility with included warehouse space at the parcel/address listed above. Warehouses require a special use permit in the current zoning district. The property is zoned Highway Business (HB).

(BEING THIS IS A QUASI JUDICIAL HEARING, ANYONE THAT WISHES TO SPEAK REGARDING THIS MATTER WILL NEED TO BE SWORN IN BY THE TOWN CLERK PRIOR TO ANY COMMENTS)

1. Motion to open public hearing
2. Swear in parties
3. Public Comments/Questions
4. Motion to close public hearing
5. Board Comments-Questions
6. Motion to approve/deny the Specific Findings of Fact
7. Motion to approve/deny SUP 24-13

4. REZONING PETITION (REZ 24-29): 570 Forest St. Ext.

Mr. Michael Norton & Carolina Strand Properties, LLC., has submitted a request for consideration of a rezoning petition for the property located at 570 Forest St. Ext. Parcel ID # 18200177 (15.6 Acres +/-). The property is currently zoned Light Industrial (LI) and has been requested to rezone into the Multi Family-14 (MF-14) zoning district.

- Motion to open public hearing
2. Public Comments/Questions
 3. Motion to close public hearing
 4. Board Comments-Questions
 5. Consider a motion to approve the Zoning Statement of Consistency

5. UDO TEXT AMENDMENT, ORDINANCE 24-26: ARTICLE 10, SECTION 10-4 (*Tabled from December 3, 2024*)

A staff initiated zoning text amendment to Section 10-4 of the Town's UDO, updating ordinance language regarding the permitted use of barbed wire fencing related to institutions such as prisons, jails, and other involuntary commitment facilities.

1. Motion to open public hearing
2. Public Comments/Questions
3. Motion to close public hearing

4. Board Comments-Questions

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

6. Consider a motion to approve Ordinance 24-26 amending the Town of Shallotte Unified Development Ordinance, specifically Article 10, Section 10-4

VIII. DISCUSSION

IX. ADJOURN

Town of Shallotte Board of Aldermen 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 Board of Aldermen or staff have any potential conflicts of interest that should be addressed by the Board at this time? If so, please make those concerns known now.

§ 160D-109. Conflicts of interest.

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

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

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

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

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

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

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



Shallotte Police Department

December 2024 Monthly Report

Highlights

- SPD has 1214 Calls for Service and Self-Initiated incidents
- 160 volunteer hours
- 42 Traffic accident investigations
- Uniform Patrol issued 59 citations
- Held “Pack the Cruiser” event at Wal-Mart with Brunswick Family Assistance
- Held Volunteer Appreciation Luncheon at Starz Grille
- Christmas Parade
- Assisted Southport Police Department with their Christmas Parade
- “Shop With A Cop” at Wal-Mart in conjunction with the FOP.
- Staff attended BLET Graduation at Cape Fear C.C. for new hire, Aaron Farmer.

Investigations and Incidents

The Shallotte Police Department’s Investigative Division managed 23 cases in December, with 74% (17 cases) related to larceny—a trend often seen during the holiday season. The division filed charges in seven cases, which included five misdemeanors and ten felonies, and obtained three search warrants.

Their efforts led to the recovery of \$3,715 in stolen merchandise from local businesses. Detectives focused heavily on four high-priority cases, achieving a 100% solvability rate. Details of these key cases are provided below.

1. Recovery of two missing juveniles:

On Wednesday, December 4, 2024, officers and investigators from the Shallotte Police Department successfully located two juveniles who had been missing for 24 hours.

2. Felony Statutory Rape of a Juvenile less = 15 y/o:



On December 3, 2024, investigators from the Shallotte Police Department received a report of an alleged sexual assault involving a 15-year-old student at Coast Academy. The report was made to school administrator, Dean of Students for Brunswick County Schools, who then contacted law enforcement. Investigators interviewed the student and her grandmother. The findings prompted a search warrant for the friend's residence. During the search, investigators collected sufficient evidence to issue an arrest warrant for the alleged offender for Felony Statutory Rape of a Child. No illegal drugs or additional contributing factors were found at the residence. To address community concerns, neighbors were informed about the outcome of the police activity in their neighborhood.

3. Felony Larceny of Merchandise:

On September 8 and October 19, 2024, an unidentified white male entered a Home Depot store and took merchandise off the shelves, pretending to return the items in exchange for cash. This individual was known to regularly commit thefts in the Myrtle Beach area before moving north to Brunswick County.

Shallotte Detectives collaborated with Home Depot's Asset Protection Officer and the Myrtle Beach Police Department to identify the suspect. A warrant was subsequently issued for the suspect's arrest on two felony counts of Obtaining Property by False Pretense.

4. Felony Larceny of Merchandise:

On Sunday, December 8, 2024, Shallotte Police officers responded to reports of a disturbance at Walmart on Main Street. Dispatch informed them that several individuals were attempting to steal merchandise and creating a scene.

A search of the suspects' vehicle revealed several stolen items, a handgun under the driver's seat, and a stolen coat. During questioning, one suspect admitted to additional thefts from other stores, including Beall's and Ulta Beauty. Detectives arrived on the scene to collect evidence, including the recovered merchandise and weapons. The

Office of the

TOWN OF SHALLOTTE

James Adam Stanley
CHIEF OF POLICE



Chief of Police

NORTH CAROLINA

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

Section V, Item 1.

suspects were transported to the Brunswick County Detention Center and charged with felony larceny. Authorities believe the individuals may be part of a criminal gang targeting multiple stores across the southeastern United States. The investigation is ongoing, and additional charges are expected as new evidence emerges.



TOWN OF SHALLOTTE FIRE/RESCUE

Monthly Activity Report

FISCAL YEAR ENDING June 30, 2025

Reporting Period: November 30, 2024 – December 30, 2024

NCGS § 58-79-45: Incident Reports...

Last 30 days		Since January 01	
86	Total Alarms	1043	Total Alarms
05:48	Avg Response Time	05:24	Avg Response Time
10.47%	Overlapping Incidents	13.71%	Overlapping Incidents
47	EMS Incidents	543	EMS Incidents
39	Fire Incidents	500	Fire Incidents
9	Aid Given	73	Aid Given
1	Aid Received	11	Aid Received
		Property Saved	\$33,552,091
		Property Losses	\$ 680,975
14	Incidents within County Contract Area	192	Incidents within County Contract Area
11	Incidents within Mutual Aid Area	99	Incidents within Mutual Aid Area
61	Incidents within Town Limits	752	Incidents within Town Limits

Zone: County - County Contract Area
 Outside storage fire 1
 Medical assist, assist EMS crew 5
 EMS call, excluding vehicle accident with injury 2
 Motor vehicle accident with injuries 2
 Assist invalid 3
 Smoke detector activation, no fire - unintentional 1

Zone: Mutual Aid - Mutual Aid Area
 Building fire 5
 Fire in mobile home used as fixed residence 2
 Forest, woods or wildland fire 1
 Overheated motor 1
 Assist invalid 1
 Cover assignment, standby, moveup 1

Zone: Town Limits - Town Limits
 Dumpster or other outside trash receptacle fire 1
 Medical assist, assist EMS crew 13
 EMS call, excluding vehicle accident with injury 17
 Motor vehicle accident with injuries 2
 Motor vehicle/pedestrian accident (MV Ped) 1
 Motor vehicle accident with no injuries 4
 Lock-in (if lock out, use 511) 1
 Removal of victim(s) from stalled elevator 1
 Vehicle accident, general cleanup 1
 Lock-out 1
 Animal rescue 1
 Police matter 2
 Public service 1
 Assist invalid 5
 Wrong location 2
 No incident found on arrival at dispatch address 1
 Authorized controlled burning 2
 Alarm system sounded due to malfunction 4
 Smoke detector activation, no fire - unintentional 1
 Alarm system activation, no fire - unintentional 1

Zone: County - County Contract Area
 Passenger vehicle fire 3
 Brush or brush-and-grass mixture fire 1
 Outside storage fire 1
 Fireworks explosion (no fire) 1
 Medical assist, assist EMS crew 53
 EMS call, excluding vehicle accident with injury 26
 Motor vehicle accident with injuries 18
 Motor vehicle/pedestrian accident (MV Ped) 2
 Motor vehicle accident with no injuries 24
 Search for person on land 1
 Extrication of victim(s) from vehicle 3
 Gas leak (natural gas or LPG) 3
 Heat from short circuit (wiring), defective/worn 2
 Overheated motor 1
 Accident, potential accident, other 2
 Vehicle accident, general cleanup 4
 Lock-out 1
 Public service assistance, other 1
 Assist police or other governmental agency 1
 Police matter 1
 Assist invalid 10
 Good intent call, other 2
 Dispatched & cancelled en route 1
 Wrong location Reviewed 2
 No incident found on arrival at dispatch address 5
 Authorized controlled burning 4
 Steam, vapor, fog or dust thought to be smoke 1
 HazMat release investigation w/no HazMat 1
 Central station, malicious false alarm 6
 Alarm system sounded due to malfunction 1
 Smoke detector activation, no fire - unintentional 4
 Alarm system activation, no fire - unintentional 4
 Carbon monoxide detector activation, no CO 1
 Severe weather or natural disaster, other 1

Zone: Mutual Aid - Mutual Aid Area
 Building fire 56

Fire in mobile home used as fixed residence 2
 Fire in motor home, camper, recreational vehicle 2
 Road freight or transport vehicle fire 1
 Forest, woods or wildland fire 1
 Brush or brush-and-grass mixture fire 2
 Outside rubbish, trash or waste fire 1
 Outside storage fire 1
 Medical assist, assist EMS crew 1
 EMS call, excluding vehicle accident with injury 1
 Search for person on land 1
 Extrication of victim(s) from vehicle 2
 Overheated motor 1
 Aircraft standby 1
 Assist invalid 2
 Cover assignment, standby, moveup 2
 Wrong location 19
 Smoke scare, odor of smoke 2
 Lightning strike (no fire) 1

Zone: Town Limits - Town Limits
 Building fire 3
 Cooking fire, confined to container 2
 Passenger vehicle fire 4
 Natural vegetation fire, other 1
 Brush or brush-and-grass mixture fire 1
 Grass fire 2
 Outside rubbish fire, other 1
 Dumpster or other outside trash receptacle fire 2
 Fireworks explosion (no fire) 1
 Medical assist, assist EMS crew 147
 EMS call, excluding vehicle accident with injury 199
 Motor vehicle accident with injuries 20
 Motor vehicle/pedestrian accident (MV Ped) 3
 Motor vehicle accident with no injuries 31
 Lock-in (if lock out , use 511) 4
 Search for person on land 1
 Extrication of victim(s) from building/structure 1
 Extrication of victim(s) from vehicle 2
 Removal of victim(s) from stalled elevator 2
 Confined space rescue 2
 Combustible/flammable gas/liquid condition, other 2
 Gasoline or other flammable liquid spill 2
 Gas leak (natural gas or LPG) 3
 Oil or other combustible liquid spill 1
 Carbon monoxide incident 1
 Electrical wiring/equipment problem, other 2
 Breakdown of light ballast 1
 Arcing, shorted electrical equipment 3
 Accident, potential accident, other 4
 Building or structure weakened or collapsed 1
 Aircraft standby 1
 Vehicle accident, general cleanup 7
 Service Call, other 1
 Lock-out 2
 Ring or jewelry removal 1
 Water or steam leak 4
 Smoke or odor removal 1
 Animal problem 1
 Animal rescue 3
 Public service assistance, other 1
 Assist police or other governmental agency 7
 Police matter 28
 Public service 4
 Assist invalid 67
 Wrong location 3
 No incident found on arrival at dispatch address 20
 Authorized controlled burning 3
 Steam, other gas mistaken for smoke, other 2
 Smoke scare, odor of smoke 6
 Steam, vapor, fog or dust thought to be smoke 3
 Central station, malicious false alarm 6

	Local alarm system, malicious false alarm 1 Smoke detector activation due to malfunction 15 Alarm system sounded due to malfunction 38 CO detector activation due to malfunction 2 Unintentional transmission of alarm, other 1 Smoke detector activation, no fire - unintentional 27 Detector activation, no fire - unintentional 2 Alarm system activation, no fire - unintentional 43 Lightning strike (no fire) 4
14 Pre-Incident Surveys Conducted 1 Fire Hydrant Functional Testing	371 Pre-Incident Surveys Conducted 520 Fire Hydrant Functional Testing

NCRRS 5: Training...

Last 30 days 351 hours and 15 minutes (EMT) Continuing Education 48:00 (ISO) Company Training 197:15 (ISO) Driver/Operator Training 31:00 (ISO) Officer Training 75:00	Since January 01 5845 hours and 15 minutes (EMT) Continuing Education 589:30 (ISO) Community Risk Reduction 64:00 (ISO) Company Training 2278:00 (ISO) Driver/Operator Training 861:45 (ISO) Facility Training 1136:00 (ISO) Haz-Mat Training 177:00 (ISO) Officer Training 196:30 (ISO) Pre-Fire Planning 4:30 (Tech Rescue Cert) 188:00 (Tech Rescue Con-Ed) 297:00
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Notes:

Technical Review (TR) and Code Enforcement Items

Last 30 days <ul style="list-style-type: none"> • TRC – Brierwood • TRC – Bay Road • TRC – Solterra 	Since January 01 <ul style="list-style-type: none"> ○ 30+ Technical Reviews and Environmental Impact Studies
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Staffing Notes

- 3 full-time staff position vacancies (21 firefighters) effective January 01
 - Chief and Deputy Chief covering staffing shortages when part-time staff are unavailable.
 - Making efforts to improve Part-Time staff training attendance.

Performance Measures

- Since January 01, Performance Measures are being met at the 92 percentile.
 - Chief and Deputy Chief covering staffing shortages Chief and Deputy Chief covering staffing shortages when part-time staff is unavailable.
 - Part-Time staffing pool is challenged with availability and meeting the State's in-house minimum training requirements.

Performance Measure

- #1 - For Structure Fires in the department's primary district, the Town of Shallotte Fire/Rescue Department shall meet the 9S requirements of NCOSFM 11NCAC 05A .0909.
- #2 - For fires and hazardous conditions (including vehicle accidents) other than structure fires in the department's primary response district, the Town of Shallotte Fire/Rescue Department will provide at a minimum four personnel 95% of the time.
- #3 - Total response time (dispatch time to arrival at scene) for all medical responses inside the Town of Shallotte Fire/Rescue Department's primary response district shall be a vehicle equipped with medical supplies including an AED in 8 minutes or less 95% of the time.

- #4 - While responding to all medical calls, excluding vehicle accidents in the department's primary response district, the Town of Shallotte Fire/Rescue Department will provide a minimum of 4 personnel 95% of the time. All personnel will be certified through NCOEMS at the Basic EMT, Intermediate (Advanced) or Paramedic Level.
- #5 - While responding to high acuity medical calls (Bravo, Charlie, Delta, Echo) excluding vehicle accidents in the department's primary response district, the Town of Shallotte Fire/Rescue Department will provide a minimum of 4 personnel 95% of the time. All personnel will be certified through NCOEMS at the Basic EMT, Intermediate (Advanced) or Paramedic Level.
- #6 - While responding to Echo level medical calls, excluding vehicle accidents in the department's primary response district, the Town of Shallotte Fire/Rescue Department will provide a minimum of 4 personnel 95% of the time. All personnel will be certified through NCOEMS at the Basic EMT, Intermediate (Advanced) or Paramedic Level.
- #7 - For automatic aid responses, outside of the department's primary response district, the Town of Shallotte Fire/Rescue Department will provide at least four personnel responding on a single apparatus 95% of the time in a manner that maintains crew integrity with personnel who are qualified and trained to work together as one unit on a single apparatus.
- #8 - Total response time (dispatch time to arrival at scene) for all fire and hazardous condition responses (excluding 500, 600 and 900 call types) inside the Town of Shallotte Fire/Rescue Department's primary response district shall, at a minimum, be an apparatus appropriate for the call type in 7 minutes or less, 95% of the time.
- #9 - Town of Shallotte Fire/Rescue Department shall require 100% of interior firefighters to be compliant through the NCOSFM with NFPA 1403.
- #10 - Town of Shallotte Fire/Rescue Department shall require all response members/employees to have no less than 36 training hours per year to retain the State Line-of-Duty Death benefit. (as per 9S requirement 11NCAC 05A .0907). Each member will be afforded an opportunity of no less than 36 hours per month to participate in and obtain training hours in the topics of Fire, Technical Rescue, EMS and Hazardous Materials with a desire and ultimate goal for each response member/employee to have no less than 240 training hours per year which is the municipal gold standard.
- #11 - The Town of Shallotte Fire/Rescue Department shall maintain 12 Firefighter (I, II or III) certified members for the main station and 3 for each additional station. (75% of minimum required roster members as per 9S requirement 11NCAC 05A .0907)
- #12 - The Town of Shallotte Fire/Rescue Department will require 100% of response members/employees to participate in an annual fitness for duty examination that is compliant with NFPA 1582. Physician examination results will determine the member/employee's duty level.

Community Outreach

<p style="text-align: center;">Last 30 days</p> <ul style="list-style-type: none"> • Brunswick Senior's Center <ul style="list-style-type: none"> ○ 23 attendees • Community CPR <ul style="list-style-type: none"> ○ BLS Renewal ○ 2 attendees 	<p style="text-align: center;">Since January 01</p> <p style="text-align: center;">11,832 attendees reached</p> <ul style="list-style-type: none"> ○ Fire & Life Safety Education <ul style="list-style-type: none"> ○ 11,772 attendees ○ Community CPR <ul style="list-style-type: none"> ○ 60 attendees
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Other Notables

<p style="text-align: center;">Last 30 days</p> <ul style="list-style-type: none"> • Ordinance Review requested by the Town Manager and Town Clerk <ul style="list-style-type: none"> ○ Chapter 93 comments submitted <ul style="list-style-type: none"> ▪ Received County Fire Marshal's comments ▪ Submitted to Town Manager for review <ul style="list-style-type: none"> • Forwarded to Town Attorney 	<p style="text-align: center;">Since January 01</p> <ul style="list-style-type: none"> ○ Ordinance Review/Amendments <ul style="list-style-type: none"> ○ Chapter 98 – Open Burning <ul style="list-style-type: none"> □ Worked with NCDEQ <ul style="list-style-type: none"> ○ Board approved ○ Traffic Calming Study <ul style="list-style-type: none"> ○ Thoroughly researched/reported <ul style="list-style-type: none"> □ Vision Zero points <ul style="list-style-type: none"> ○ Board established position
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- Fire Study
 - Discuss Strategic Plan
 - Convene Health & Wellness Committee
- ImageTrend (Transition Scheduled for January 01)
 - Slate
 - Build Team Rosters
 - Build Resource Rosters
 - Elite
 - Build NFIRS templates
 - Upload Occupancy Information
- NCLM Risk Management
 - Team meeting
 - Discuss on-boarding and fitness requirements
 - Further risk reduction measures

- County Funding Mechanism
 - Researched alternatives methods
 - Provide area mayors with response time metrics
 - Compile local budgetary details and provide to mayors
 - Mayor's direction
 - ImageTrend data systems transition
 - Transition to Slate for staffing solutions
 - Transition to Elite for NFIRS
 - Template buildouts
 - Data transfer
 - System transfer
 - County's direction
- Fire Study
 - Team meetings
 - Data analysis
 - Facility analysis
 - Equipment analysis
 - Strategic planning/CIP



TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

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

TO: Board of Aldermen
FROM: Robert Waring, Planning Director
DATE: January 07, 2025
RE: Monthly Planning Department Report

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

1. The Town’s Planning Board met December 10
 - a. The Board considered three rezoning requests
 - b. The Board’s next meeting is scheduled for January 14
2. The Town’s TRC met December 19:
 - a. San Rio (now Solserra) master plan revisions
 - b. Bay Road Landing annexation & rezoning
 - c. Golf course SUP
 - d. The next meeting scheduled for January 16
3. The committee set up to review and recommend Planning Board appointments met December 5, their recommendations are attached.
4. Staff attended the GSATS safe streets meeting
5. GSATS & Bolton & Menk (Consultants) are set to kick off work on the collector street planning & would like a 3-person committee to represent the Town, they have suggested planning, public works & a citizen not already serving a board
6. Staff participated in a Zoom call hosted by the American Planning Assoc. to discuss the effects of Senate Bill 382 which states in part the following:
7. Staff met with Nichol’s Engineering to discuss several on-going projects in the Town.
8. Staff attended the project meetings for the Town Hall project
9. Staff attended the interviews for the town hall CM@R firms
10. Staff attended the ribbon cutting for the Shallotte shuttle
11. Staff conducted the final zoning inspections for the Garnett Place apartments on Arnold St. & provided final zoning approval
12. Please forward any zoning or nuisance complaints to Brandon Eaton, Planner, beaton@townofshallotte.org Phone: (910) 754-4032
13. The Town collected \$47,376 fees for December 2024. Fees collected December 2023 totaled \$70,126

Permit Report

12/1/2024 - 12/23/2024

Permit #	Permit Date	Permit Type	Map Address	Total Fees
3830	12/23/2024			\$5,720.00
3829	12/20/2024			\$130.86
3828	12/20/2024			\$50.00
3827	12/20/2024			\$14,090.00
3826	12/20/2024			\$14,090.00
3825	12/19/2024			\$50.00
3824	12/16/2024			\$50.00
3823	12/13/2024			\$84.20
3822	12/12/2024			\$50.00
3821	12/9/2024			\$50.00
3820	12/9/2024			
3819	12/6/2024			\$50.00
3818	12/5/2024			\$12,660.00
3817	12/4/2024			\$100.00
3816	12/3/2024			\$50.00
3815	12/3/2024			\$50.00
3813	12/16/2024			\$101.50
				\$47,376.56

Total Records: 17

12/23/2024

Monthly Code Report (Town of Shallotte, NC) 12/2024
Prepared by Brandon Eaton, CZO, CCEO (Planner/Code Enforcement)

Public Nuisances

1. Case Number: PN-24-005

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

Latest Update: 12/20/24, owner has refused to abate all violations.

- CE brought the item before the Board at the regular August meeting to ask that the Board direct the Town attorney to bring the case to superior court for a corrective action order.
- CE is waiting on next steps from Town Attorney. Case mentioned during last month's Board meeting.
- For the nuisance portion of the violation, the property owner began abatement, but stopped after completing half of the work.
- No changes have been made on property owner's part. Case being compiled for District Court.

2. Case Number: PN-24-006

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

Latest Update: 12/20/24, owner has refused to abate violations.

- CE brought the item before the Board at the regular August meeting to ask that the Board direct the Town attorney to bring the case to superior court for a corrective action order.
- CE is waiting on next steps from Town Attorney. Case mentioned during last month's Board meeting.
- No changes have been made on property owner's part. Case being compiled for District Court.

Zoning Violations

1. Case Number: Z-24-005

Original Complaint: 4471 Main St. Change of Use without zoning approval/special use permit.

Latest Update: 12/20/2024. No movement has been made on obtaining permits to move forward. No work has been completed on or in building in months.

2. Case Number: Z-24-007

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

Latest Update: 12/20/24, owner has refused to abate all violations.

- CE brought the item before the Board at the regular August meeting to ask that the Board direct the Town attorney to bring the case to superior court for a corrective action order.

- *CE is waiting on next steps from Town Attorney. Case mentioned during last month's Board meeting.*
- *No changes have been made on property owner's part. Case being compiled for District Court.*

3. Case Number: Z-24-008

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

Latest Update: *12/20/24, owner has refused to abate all zoning violations.*

- *CE brought the item before the Board at the regular August meeting to ask that the Board direct the Town attorney to bring the case to superior court for a corrective action order.*
- *CE is waiting on next steps from Town Attorney. Case mentioned during last month's Board meeting.*
- *No changes have been made on property owner's part. Case being compiled for District Court.*

4. Case Number: Z-24-009

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

Latest Update: *12/20/24, CE issued final notice of violation.*

- *Property owner has filed a formal appeal of the zoning decision with the Town.*
- *Staff will hold Board of Adjustment training in January and a Board of Adjustment appeal hearing in February, 2025.*

5. Case Number: Z-24-011

Original Complaint: *Dumpster enclosure not up to UDO standards.*

Latest Update: *12/20/24, case has been closed.*

6. Case Number: Z-24-014

Original Complaint: *Potential illegal home occupation.*

Latest Update: *12/20/24, inspection conducted by CE on 11/14/24. Violation of ordinance was not able to be determined. Property is scheduled for one more inspection on 12/30/24 before case is evaluated for closure.*

Vehicles

Currently no cases



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: _____

FROM:

MEETING DATE: 1/07/2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED: _____ **PUBLIC HEARING:** YES NO

Consider the recommendations of the Town’s Planning Board Appointment Committee & take action.

You will recall that the following Planning Board (PB) members terms are set to expire:
Ron Johnson, Rich Gannaway, Melodi Bryant, Carson Durham, & Glenn Humbert (ETJ).

Also, there is currently one vacant ETJ position.

Mr. Johnson, Mr. Gannaway, & Mrs. Bryant asked to be reappointed for another 3-yr term. Mr. Durham & Mr. Humbert do not wish to be reappointed.

The Committee reviewed the two new applications received from Mrs. Linda Cheers Callender, & Mrs. Amanda Dunn (ETJ).

The Committee recommends the following:

The 3 current PB members requesting reappointment be reappointed.

Mrs. Dunn be appointed as the ETJ representative.

Mrs. Dunn’s application be sent to the County for their endorsement.

The PB membership be reduced to 7 members (6 in-town & 1 ETJ).

The Zoning Board of Adjustment membership would also be reduced to 7 total (5 primary & 2 alternates).

If approved, staff draft the necessary UDO amendments to resize the PB & ZBOA.

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

COMMITTEE RECOMMENDATION:

Reappoint those that wish to continue to serve, appoint Mrs. Dunn to fill the ETJ position.

Resize the PB and ZBOA from a 9 member board to 7.

FINANCE RECOMMENDATION:

ATTACHMENTS:

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

Public Works Monthly Report

December 2024

To: *Board of Aldermen*

From: *Dan Formyduval, Director of Public Services*

Sewer

- Responded to 18 sewer calls during the day and 9 after hours.
- Randomly inspected 12 pressure sewer services as part of our preventative maintenance program.
- Performed a complete rebuild on 2 residential and 1 commercial sewer services.
- Completely replaced the entire pump station and electronics as part of the NCDOT renovation of the Shallotte rest area.
- Completed inspection for sewer in Phase 3 of The Meadows.

Parks & Streets

- Collected numbers on 42 street lights for repair.
- Made a Town wide sweep for litter collection.

Construction & Engineering

- Responded to **438** NC811 locate tickets.
- Continued crew labor spotting utilities to prevent damage by contractors in Owendon, On Village Point Rd, Pine St, and Ocean Hwy.
- Met with Brunswick County Building Inspections about work required to bring St. Marks Church up to code.
- Participated in the review of three projects for TRC.

Fleet Maintenance

- Completed up fit of one new lease Durango.
- Oil changes – 9 PD, 1 Maint.
- Tire replacements – 1 PD, 2 Maint.
- Brakes – 2 PD
- Ten minor equipment repairs
- Minor repairs – 2 PD, 3 Maint., 1 Fire.
- Replaced U joints on Engine #1571



TOWN OF SHALLOTTE

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2025

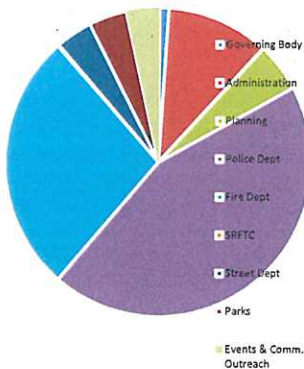
Reporting Period: December 31, 2024

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...			
General Fund	Collected YTD	FY Budget	Total Budget
PROPERTY TAX		\$ 3,188,102	\$ 10,919,842
Revs YTD/% Coll/% of Budget	\$ 1,955,054	61.32%	29.20%
SALES & USE TAX			
Fiscal Year Budget	\$ 2,004,566	\$ 10,919,842	
Revs YTD/% Coll/% of Budget	\$ 544,560	27.17%	18.36%
UTILITY FRANCHISE TAX			
Fiscal Year Budget	\$ 471,286	\$ 10,919,842	
Revs YTD/% Coll/% of Budget	\$ 149,171	31.65%	4.32%
FIRE FEES			
Fiscal Year Budget	\$ 1,082,431	\$ 10,919,842	
Revs YTD/% Coll/% of Budget	\$ 566,691	52.35%	9.91%
OTHER REVENUES			
Fiscal Year Budget	\$ 4,173,457	\$ 10,919,842	
Revs YTD/% Coll/% of Budget	\$ 911,052	21.83%	38.22%
Enterprise Fund			
OTHER REVENUES		\$ 2,618,359	\$ 5,328,244
Revs YTD/% Coll/% of Budget	\$ 821,192	31.36%	49.14%
SYSTEM DEV FEES		\$ 300,000	\$ 5,328,244
Revs YTD/% Coll/% of Budget	\$ 251,547	83.85%	5.63%
Revs YTD/% Coll/% of Budget	\$ -	0.00%	0.00%
SEWER CHARGES		\$ 2,409,885	\$ 5,328,244
Revs YTD/% Coll/% of Budget	\$ 1,122,127	46.56%	45.23%
FUND TOTALS		90% of Budget	
General Fund	\$ 10,919,842	\$ 9,827,858	
Revenues FYTD	\$ 4,126,528	38%	
Enterprise Fund	\$ 5,328,244	\$ 4,795,420	
Revenues FYTD	\$ 2,194,866	41%	

EXPENDITURES AT A GLANCE...			
GENERAL FUND	Fiscal Year		YTD Expenses
DEPARTMENTS	24/25 Budget	Current FY	Current FYTD%
Governing Body	\$ 100,305	\$ 39,772	39.65%
Administration	2,323,816	689,242	29.66%
Planning	483,348	213,882	44.25%
Police Dept	2,959,179	1,596,334	53.95%
Fire Dept	2,688,567	1,073,199	39.92%
SRFTC	7,500	2,870	38.26%
Street Dept	1,594,225	418,253	26.24%
Parks	537,197	160,825	29.94%
Events & Comm. Outreach	225,705	118,710	52.60%
	\$ 10,919,842	\$ 4,313,086	39.50%
Fiscal Year Budget	\$ 10,919,842	\$ 4,313,086	
Unspent Budget Remaining	\$ 6,606,756	60.50%	
ENTERPRISE FUND	Fiscal Year		YTD Expenses
DEPARTMENTS	24/25 Budget	Current FY	Current FYTD%
Sewer Department	\$ 5,328,244	\$ 1,832,089	34.38%
	\$ 5,328,244	\$ 1,832,089	34.38%
Fiscal Year Budget	\$ 5,328,244	\$ 1,832,089	
Unspent Budget Remaining	\$ 3,496,155	65.62%	

OUR CASH AND INVESTMENTS			
Balances on Dec 30, 2024 in whole dollars - Bold - As of 11.30.24			
CASH & INVESTMENTS BY FUND			
GENERAL FUND			
	June 2024	Dec 2024	
General Fund	\$ 814,138	\$ 1,739,506	
NCCMT	9,057,805	8,991,288	
United Bank	240,667	241,722	
General Fund Savings	84,583	84,601	
TOTAL GENERAL FUND	\$ 10,197,193	\$ 11,057,116	
ENTERPRISE FUNDS			
	June 2024	Dec 2024	
Sewer Fund	\$ 727,099	\$ 1,024,307	
United Bank	336,358	337,833	
NCCMT	3,394,772	3,716,281	
Sewer Fund Savings	136,576	136,605	
TOTAL OTHER FUNDS	\$ 4,594,805	\$ 5,215,025	
Special Revenue Fund	\$ 100	\$ 100	
Police Evidence Acct	313	\$ 313	
Capital Project Acct	3,492,181	2,779,968	
TOTAL CASH & INVESTMENTS TOWN-WIDE			
	June 2024	Dec 2024	
ALL FUNDS	\$ 18,284,592	\$ 19,052,523	

General Fund



Capital Project - Riverfront Project		
CP Expenditures	FY Budget	Current Exp
Mulberry Park	\$ 1,662,873.00	\$ 431,275.30
Riverwalk II	1,132,300.20	65,356.55
Professional Svc	1,319,800.95	139,304.30
Price Landing Cap	2,500,000.00	497,206.18
New Town Hall	16,342,363.00	-
Cheers St Prking lot	337,396.00	-
Total	\$ 23,294,733.15	\$ 1,133,142.33
CP Revenues	FY Budget	Current Rev
App Fund Balance	\$ 250,000.00	\$ -
Transfer from GF	2,979,377.16	176,604.30
Grant-Riverwalk	250,000.00	-
SCIF Grant-Riverw	815,355.99	65,356.55
SCIF Grant-Mulb	3,000,000.00	891,181.48
USDA Loan	16,000,000.00	-
Total	\$ 23,294,733.15	\$ 1,133,142.33

Capital Project



Cash:	December-23	December-24	Difference
General Fund	\$ 10,198,088	\$ 11,057,116	
Sewer Fund	5,061,747	5,215,025	
Special Revenue Fd	100	100	
Police Evidence Acct	313	313	
Capital Account	1,078,483	2,779,968	
	<u>\$ 16,338,731</u>	<u>\$ 19,052,523</u>	2,713,792
Receipts for Dec 24:			
Sept 2024 Sales Tax	166,505.79		
Nov 24 Town Taxes	880,446.94		
Utilities Franchise Tax	149,171.08		
2nd Qtr 24-25 Fire Fees	290,212.58		
Powell Bill Distribution	93,117.75		
Nov 24 NCDMV Taxes	19,957.78		



Town Of Shalotte

Expenditure Statement : 2024 - 2025 for Accounting Period 12/31/2024

GENERAL FUND

Dept #	Department	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
4100	Governing Body	\$100,305.00	\$39,771.56	\$39,771.56	\$0.00	\$60,533.44	39.65
4200	Administration	\$2,323,816.00	\$688,165.01	\$688,165.01	\$1,076.51	\$1,634,574.48	29.66
4300	Planning Deparatment	\$483,348.00	\$213,881.62	\$213,881.62	\$0.00	\$269,466.38	44.25
4400	Events & Community Outreach	\$225,705.00	\$112,455.84	\$112,455.84	\$6,254.30	\$106,994.86	52.60
5100	Police	\$2,959,179.49	\$1,552,476.48	\$1,552,476.48	\$43,857.29	\$1,362,845.72	53.95
5300	Fire	\$2,688,567.00	\$1,058,749.52	\$1,058,749.52	\$14,449.75	\$1,615,367.73	39.92
5400	SRFTC	\$7,500.00	\$2,869.69	\$2,869.69	\$0.00	\$4,630.31	38.26
5600	Streets	\$1,594,225.40	\$409,070.04	\$409,070.04	\$9,182.96	\$1,175,972.40	26.24
5700	Parks	\$537,196.64	\$160,726.23	\$160,726.23	\$99.04	\$376,371.37	29.94
Total Fund	GENERAL FUND	\$10,919,842.53	\$4,238,165.99	\$4,238,165.99	\$74,919.85	\$6,606,756.69	39.50



Town Of Charlotte
Expenditure Statement : 2024 - 2025
for Accounting Period 12/31/2024

ENTERPRISE FUND

Dept # Department	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
8200 Sewer	\$5,328,243.50	\$1,750,989.21	\$1,750,989.21	\$81,099.71	\$3,496,154.58	34.38
Total Fund ENTERPRISE FUND	\$5,328,243.50	\$1,750,989.21	\$1,750,989.21	\$81,099.71	\$3,496,154.58	34.38

January Board Report

Monthly Recap (December)

The Tree Lighting and Parade went well this year. Parade had 93 applications.

Megan attended Police Dpt Volunteer Lunch- Their volunteers help P&R with all events with traffic control, setup/breakdown etc.

Hosted Staff Party at Planet Fun for employees and families.

TOS & Brunswick Transit hosted Ribbon Cutting for Shally Shuttle - had great community support and the route will begin on Jan. 2nd.

- WECT, WWAY & Beacon all covered project on TV, newspaper, FB

Pictures with Santa went well at Mulberry Park - families really appreciate our displays around town.

Attended contractor meetings with New Town Hall and fed staff afterwards.

Assisted staff with Christmas Village Market. We had 50+ vendors, food trucks, live music and Santa!

Attend Dpt Head meeting

Website updates with staff

Working on 2025 Concert Schedule and Market Schedule with staff



Parks & Recreation Department

HIGHLIGHTS FROM THIS YEAR:

Market:

Summer Markets- 7

Average vendor count 30

Average traffic on a scale 1-10.... 6 most markets

Holiday Markets - 3

Average vendor count 50+

Live Music , food trucks, santa pictures

Average traffic on a scale 1-10 :

September 8

November 8

December 10

Halloween event continues to grow and new location was a hit (event was at Riverwalk this year)

Parade had 93 applications

We changed several Christmas light displays around town including Main St. Pole lights, Scotchmen display, etc. and we have gotten wonderful feedback from that.

The Town Party was at Planet Fun and we have gotten positive feedback from that again this year.

Yearly Events

Easter Event (6,000 eggs thrown out, around 1500 attended)

Market on Mulberry

Concert August-September

Halloween Event

Parade

Tree Lighting

Town Christmas Party

Employee Luncheons

Pictures with Santa

Kids Activities at Park



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2012

TO: Shallotte Board of Alderman
FROM: Parks & Recreation- Megan
EXT. #

ACTION ITEM #: _____
MEETING DATE: Jan 7 2025
DATE SUBMITTED: Dec 31 2024

ISSUE/ACTION REQUESTED: Market Vendor Fee **PUBLIC HEARING:** **YES** **NO**

BACKGROUND/PURPOSE OF REQUEST: Parks & Recreation is requesting vendor fee go up \$5.00 per market for the 2025 season. Summer market would go from \$10.00 per market to \$15.00 per market. Holiday markets would stay the same this year- \$25.00 per market

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:

TOWN ADMINISTRATOR'S RECOMMENDATION:

FINANCE RECOMMENDATION:

ATTACHMENTS:

- 1.
- 2.
- 3.

ACTION OF THE BOARD OF ALDERMEN

APPROVED:
DENIED:

ATTEST: CLERK TO THE BOARD

**DEFERRED
UNTIL:** _____

SIGNATURE

OTHER:

January 2025

Community Garden News



TOWN OF
SHALLOTTE
North Carolina

WINTER BLOOMING PERENNIALS

- HELLEBORES
- ROSEMARY
- CAMELLIAS

COOL SEASON VEGETABLES

- | | |
|---------------|---------------|
| • BROCCOLI | • ONIONS |
| • CABBAGE | • LETTUCE |
| • CARROTS | • GARDEN PEAS |
| • CAULIFLOWER | • RADISHES |
| • COLLARDS | • MUSTARD |
| • KALE | |

COMPOSTING

INSTEAD OF DISPOSING OF YARD TRIMMINGS AND KITCHEN SCRAPS, YOU CAN COMPOST THEM IN YOUR OWN BACKYARD. COMPOSTING IS AN EASY, FASCINATING, AND NATURAL WAY TO RECYCLE.

JUST A FEW ITEMS YOU CAN COMPOST.

- LEAVES, TRIMMINGS, CLIPPINGS TWIGS
- VEGETABLE & FRUIT TRIMMINGS AND PEELS
- SAW DUST
- PAPER BAGS, NAPKINS, & PAPER EGG CARTONS
- STALE HERBS & SPICES
- DRYER LINT

AS THE HOLIDAY SEASON IS IN THE REAR VIEW, WE ARE DREAMING OF WARM SPRING DAYS WHEN WE CAN SPEND MORE TIME IN THE GARDEN. TAKE ADVANTAGE OF JANUARY TO PLAN AND PREPARE FOR YOUR GARDENING SEASON.

JUST A REMINDER: PLEASE BE MINDFUL OF THE COMMON AREAS, KEEPING THEM TIDY AND NEAT AND RESPECTFUL OF EACH GARDENERS SPACE. I LOOK FORWARD TO SEEING WHAT YOU ALL HAVE PLANNED FOR YOUR GARDEN BOXES THIS YEAR. -SHEILA



MEMORANDUM

TO: BOARD OF ALDERMEN
FROM: MIMI GAITHER, TOWN MANAGER
SUBJECT: ADMINISTRATION REPORT
DATE: 12.23.24

- Met with Robert Hyatt with McGill 12.3.24
- BOA Meeting 12.3.24
- NCLM Webinar re ETJ 12.4.24
- TH Committee with Creech 12.6.24
- Parade 12.7.24
- Planning Board Interviews 12.9.24
- Ribbon Cutting for Shally Shuttle 12.10.24
- Adm Christmas Party 12.12.24
- Interviewed Construction Mngrs at Risk 12.13.24
- Interview with MPA Student Chris Bouzane 12.16.24
- Town Christmas Party 12.17.24
- Staff Meeting
- TH closed 12-26 as well as 1.1.25

Project Update – Riverwalk

SeaDog contract in place and contractor working on permit with BC Building Inspection. Work to start Feb 1, 2025.

Riverfront Committee – Work with Dan and surveyor on road layout, getting Town Hall located on map and broken out. Recombination in nest.

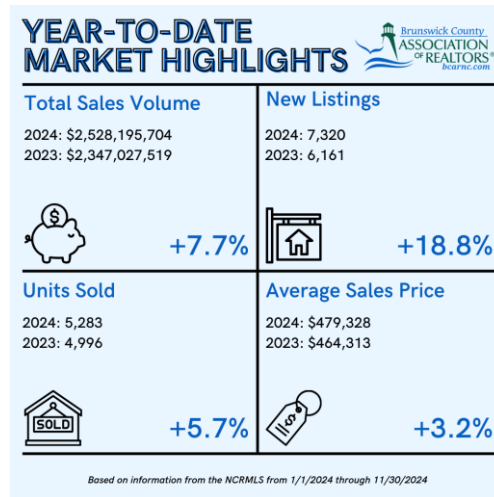
Project Update – Price Landing

Contractor has remobilized and working on the french drain under the parking lot. Building permits are worked out and we should see constant work in the new year. McGill, the Town and Cinderella had an onsite meeting to discuss issues. We will be getting weekly reports from McGill on progress or lack there of. Hopefully this will keep the project moving. We were granted an extension from PartF to June 30, 2024.

New Town Facility

Bi weekly meetings are being held every two weeks with the Committee. Interviewed two firms for Construction Manager at Risk. I have emailed several cities and towns for references for both firms. The committee will meet early January and come up with a recommendation for the BOA.

FYI – Update of November’s Activities from Brunswick Co Association of Realtors – www.bcarnc.com



December 31, 2024

MEMORANDUM FOR: BOARD OF ALDERMEN
MEMORANDUM FROM: WALTER ECCARD
SUBJECT: 2024 REVIEW

The year 2024 was a year of growth and progress. This report lists some of the many accomplishments the Board can be proud of.

Turning first to the budget. As we prepare for the major projects described below, it is important to understand that, due to conservative budgeting over an extended period, the Town is in a strong financial position. We ended the 2023-24 fiscal year with a surplus of \$1,049,608. For the past 5 years the Town has reported surpluses of a combined \$2,227,501. As of December 17, 2024, the General Fund had a balance of \$ 8.583 million and the enterprise fund had a balance of approximately \$ 7.8 million. This is usually the low point for the general fund as substantial property tax receipts are received in January and February.

For the current fiscal year, we increased property taxes by 2.4 cents to a total of thirty-one cents per hundred. To put this in perspective, 5 years ago our tax rate was 35.5 cents per hundred. It should be noted that during this period there was a reevaluation that resulted in an increase in property values for most Shallotte taxpayers.

In many respects 2024 was a year of preparation for several major projects. Phase 1 of Mulberry Park will be completed in 2025 as will the addition of the kayak launches to the riverwalk. For the Riverwalk expansion approximately \$680,000 remains from grants received from the State. This is more than enough to cover the remaining costs for the kayak project.

For Mulberry Park/ Price Landing approximately \$2.1 million remains from State grants. The Shally Shuttle will begin operation in January 2025, and will be the first circulating transit system in Brunswick County. Significantly, for the first two years, individuals will be able to use the service at no cost.

Significant work took place on the new administration building, meeting chamber and Police Station. The Town hired an architect and has made significant progress on the design of this new building. We are in the process of hiring a construction manager at

risk. Once that firm is selected, our current schedule calls for us to begin construction by the end of 2025.

In addition, we are working on a collector street study with GSATS (Grand Strand Area Transportation Study—our MPO) that will be completed in 2025. That study will be helpful in ensuring future growth is well planned.

The fees collected for new construction are another indication of the substantial growth that has taken place and continues. For 2024, total fees collected totaled over \$1.048 million with over 115 permits for new homes. This continues the growth that took place in 2023 when a total of \$1.1 million was collected. At the present time 102 applications for new sewer collections have been issued. This is a 19% increase over sewer permits issued in 2023. All of this indicates substantial growth in 2025 and beyond.

2024 was an active year for the Parks and Recreations Department as they continued to expand events for Town citizens. There were 7 summer markets and 3 holiday markets (which featured over 50 vendors, live music, food trucks and pictures with Santa). There were 12 summer concerts (an increase over 2023), an Easter event with over 1500 participants, a Christmas parade, employee lunches and much more.

The Fire Department answered approximately 1030 calls in 2024. In addition, the Fire Department continues to be the only Department in Brunswick County with performance results that are designed to provide timely response to medical and fire emergencies. In keeping with the Town's transparency goal, these results are published monthly.

The Police Department also was very busy with over 14,400 calls. Significantly a citizen volunteer corps was established and now has 24 members who provided 1740 hours of service in 2024. These additional resources were extremely useful in expanding coverage during town events and other special events.

Public Works answered over 330 sewer service calls, inspected 19,270 linear feet of new sewer lines, and 10,230 linear feet of new roads in addition to their daily work for the Town. The landscaping and ground crew did excellent work and from the numerous comments I have received, their work is appreciated by the citizens of Shallotte. They provide exceptional service to the Town and its residents.

In summary 2024 was a stellar year serving the citizens and businesses of Shallotte. We are fortunate to have such a talented and dedicated work force.

SHALLOTTE BOARD OF ALDERMEN
REGULAR MEETING
December 3, 2024
5:15 P.M.

The Shallotte Board of Aldermen met for a regular meeting on December 3, 2024 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

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

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

I. CALL TO ORDER

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

II. INVOCATION & PLEDGE

Katherine Moore gave the Invocation followed by the Board and audience reciting the Pledge of Allegiance.

III. CONFLICT OF INTEREST

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

IV. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Bobby Williamson seconded by Karmen Custer to approve the agenda as submitted. Motion carried 5 yes 0 no.

V. AUDIT PRESENTATION – Thompson, Price, Scott, Adams & Co, P.A.

Alan W. Thompson, CPA, presented the Financial Audit for the Town of Shallotte for fiscal year ending June 30, 2024. Mr. Thompson reported a clean audit, indicating that the Town is in a healthy financial position. Finance Director Isaac Norris stated the audit process is a group effort and extended thanks to all staff who contributed. Mayor Walt Eccard expressed appreciation to Isaac Norris, Finance Director, and staff for their hard work, while also thanking Mr. Thompson for his thorough work and presentation. Alderman Gene Vasile commended staff for their consistent performance in managing the Town’s financial operations.

VI. PUBLIC COMMENTS

Glenda Boyd, 2980 Bay Village Street, noted issues with drainage, culverts and overgrown trees.

Holly H. Long, Shallotte Point resident, expressed concerns with how the 1295 Village Point Road project is going to affect “the squash”.

Ash Ramos, 1260 Village Point Road, stated serious concerns regarding land disturbing activities complying with state regulations and environmental protection standards. Ms.

Ramos urged the Board to issue a stop work order and investigate the compliance of the ongoing work.

VII. DEPARTMENT REPORTS

1. Police

A. Speed Limit Changes

A motion was made by Bobby Williamson seconded by Gene Vasile to approve repealing the 45 mph speed limit on NC 179 from Village Road to Pender Road (TOS Ordinance 24-31). Motion carried 5 yes 0 no.

2. Fire

3. Planning

4. Public Utilities

A. Bill Adjustment: Shallotte Moose Lodge – 253 Holden Beach Rd.

A motion was made by Larry Harrelson seconded by Karmen Custer to approve the \$1,877.62 bill adjustments. Motion carried 5 yes 0 no.

5. Finance

6. Media & Events

7. Administration

8. Mayors Monthly Activities

Mayor Eccard sought guidance from the Board regarding a request for recycling assistance for nonprofit organizations. After a discussion, it was the consensus of the Board for staff to gather additional data for subsequent presentation to the Board.

A. TranSystems Contract

A motion was made by Jimmy Bellamy seconded by Gene Vasile to approve execution of the TranSystems contract for professional consulting services for the Town contingent upon review of the contract by Town attorney Laura Thompson. Motion carried 5 yes 0 no.

VIII. CONSENT AGENDA

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

- A. November 5, 2024 Regular Meeting minutes
- B. Budget Adjustment: BA-24-25-5 (Streets & Sewer Donation by RS Parker Development \$782,836.90)
- C. Budget Adjustment: BA-24-25-6 (Town Hall Schematic Design & Design Development \$402,367.00)
- D. Ordinance 24-30: Amended Capital Project Ordinance for the Riverfront Development Capital Project
- E. Performance Guarantee: Meadows Phases III & IV

Motion carried 5 yes 0 no.

IX. PUBLIC HEARING
PETITION FOR VOLUNTARY ANNEXATION: STEVENS BUILDING COMPANY – 16 WENDY LANE
PARCEL ID # 2132A024

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

2. Public Comments/Questions.

Town Planner Brandon Eaton gave a brief overview of the request. It was noted that Wendy Lane is not a Town road. Therefore, the Town has no responsibility for the road. There were no public comments/questions.

3. A motion was made by Karmen Custer seconded by Gene Vasile to close Public Hearing. Motion carried 5 yes 0 no.

4. Board Comments/Questions

5. A motion was made by Karmen Custer seconded by Gene Vasile to approve Annexation Ordinance 24-23. Motion carried 5 yes 0 no.

X. PUBLIC HEARING
PETITION FOR VOLUNTARY ANNEXATION: STEVENS BUILDING COMPANY – 9 FAIRWAY DRIVE
PARCEL ID # 2141A09201

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

2. Public Comments/Questions.

Town Planner Brandon Eaton gave a brief overview of the request. There were no public comments/questions.

3. A motion was made by Karmen Custer seconded by Gene Vasile to close Public Hearing. Motion carried 5 yes 0 no.

4. Board Comments/Questions

5. A motion was made by Larry Harrelson seconded by Bobby Williamson to approve Annexation Ordinance 24-24. Motion carried 5 yes 0 no.

XI. PUBLIC HEARING
UDO TEXT AMENDMENT, ORDINANCE 24-25: ARTICLE 2, SECTION 2-2 &
ARTICLE 10, SECTION 10-2.

A staff initiated zoning text amendment to Section 2-2 & 10-2 of the Town’s UDO, to define town homes/houses and duplexes, differentiating between the similar but different residential types, and update the permitted use table to allow these uses.

1. A motion was made by Larry Harrelson seconded by Jimmy Bellamy to open the public hearing. Motion carried 5 yes 0 no.
2. Public Comments/Questions
3. A motion was made by Jimmy Bellamy seconded by Larry Harrelson to close public hearing. Motion carried 5 yes 0 no.
4. Board Comments/Questions
5. A motion was made by Gene Vasile seconded by Karmen Custer to approve the Board of Aldermen Statement of Consistency. Motion carried 5 yes 0 no.
6. A motion was made by Bobby Williamson seconded by Gene Vasile to approve Ordinance 24-25 amending the Town of Shallotte Unified Development Ordinance, specifically Article 2, Section 2-2 & Article 10, Section 10-2. Motion carried 5 yes 0 no.

XII. PUBLIC HEARING
UDO TEXT AMENDMENT, ORDINANCE 24-26: ARTICLE 10, SECTION 10-4

A staff initiated zoning text amendment to Section 10-4 of the Town’s UDO, updating ordinance language regarding the permitted use of barbed wire fencing related to institutions such as prisons, jails, and other involuntary commitment facilities.

1. A motion was made by Gene Vasile seconded by Jimmy Bellamy to open the public hearing. Motion carried 5 yes 0 no.
2. A motion was made by to Gene Vasile seconded by Jimmy Bellamy to table the public hearing until the January 7, 2024 meeting. Motion carried 5 yes 0 no.

XIII. PUBLIC HEARING
UDO TEXT AMENDMENT, ORDINANCE 24-29: ARTICLE 2, SECTION 2-2 & ARTICLE 10, SECTION 10-3

A staff initiated zoning text amendment to Section 2-2 & 10-3 of the Town's UDO, to define and regulate automotive detailing facilities within the Town's jurisdiction, updating the Town's automotive services to include the use.

1. A motion was made by Jimmy Bellamy seconded by Gene Vasile to open the public hearing. Motion carried 5 yes 0 no.
2. Public Comments/Questions
3. A motion was made by Larry Harrelson seconded by Bobby Williamson to close the public hearing. Motion carried 5 yes 0 no.
3. A motion was made by Gene Vasile seconded by Karmen Custer to approve the Board of Aldermen Statement of Consistency. Motion carried 5 yes 0 no.
5. A motion was made by Karmen Custer seconded by Bobby Williamson to approve Ordinance 24-29

amending the Town of Shallotte Unified Development Ordinance, specifically Article 2, Section 2-2 & Article 10, Section 10-3. Motion carried 5 yes 0 no.

XIV. DISCUSSION

A. Expiring Board Appointments

A motion was made by Jimmy Bellamy seconded by Bobby Williamson to approve the following Board reappointments. Motion carried 5 yes 0 no.

ABC Board

- Chris Lane
- Bobby Ray Russ

A motion was made by Gene Vasile seconded by Karmen Custer to approve the following Board reappointments.

Fireman's Relief Fund

- Paul Dunwell
- David Moore
- Tony Hewett
- Mimi Gaither

A motion was made by Jimmy Bellamy seconded by Larry Harrelson to approve the following Board reappointments. Motion carried 5 yes 0 no.

Cape Fear Council of Governments (COG)

- Bobby Williamson (Delegate)
- Gene Vasile (Alternate)

A motion was made by Bobby Williamson seconded by Gene Vasile to approve the following Board reappointments. Motion carried 5 yes 0 no.

Shallotte Tourism Development Authority (STDA)

- Susan Freeman
- Ben Sachdeva
- James Lane

XV. ADJOURN

A motion was made by Larry Harrelson seconded by Gene Vasile to adjourn the meeting at 6:59 p.m. Motion carried 5 yes 0 no.

Respectfully submitted,

Natalie Goins
Town Clerk



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: ANX 24-26

FROM: Brandon Eaton, Planner II

MEETING DATE: 01/7/2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED:

Request the Board to direct the Town Clerk to “investigate the sufficiency thereof and to certify the result of the investigation” of the petition for voluntary annexation of (Parcel ID # 197JB003) on behalf of Rivertide Corp.

PUBLIC HEARING: YES NO

BACKGROUND/PURPOSE OF REQUEST:

Staff has received an application and petition for voluntary annexation for the properties shown on the attached plat. G.S. 160A-31 requires that prior to a public hearing; the Town Clerk must first investigate the sufficiency of the petition.

Upon the direction of the Board, staff will ensure that the petition has been signed appropriately and that the subsequent public hearing is advertised and adjacent property owners are given the appropriate notice.

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:

NA

TOWN ADMINISTRATOR’S RECOMMENDATION: NA

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Petition for Annexation
- 2. Area Map
- 3. Legal Description

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

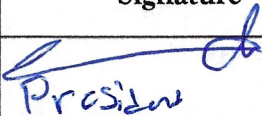
Petition Requesting Voluntary Contiguous Annexation

TO THE BOARD OF ALDERMEN OF THE TOWN OF SHALLOTTE, NORTH CAROLINA:

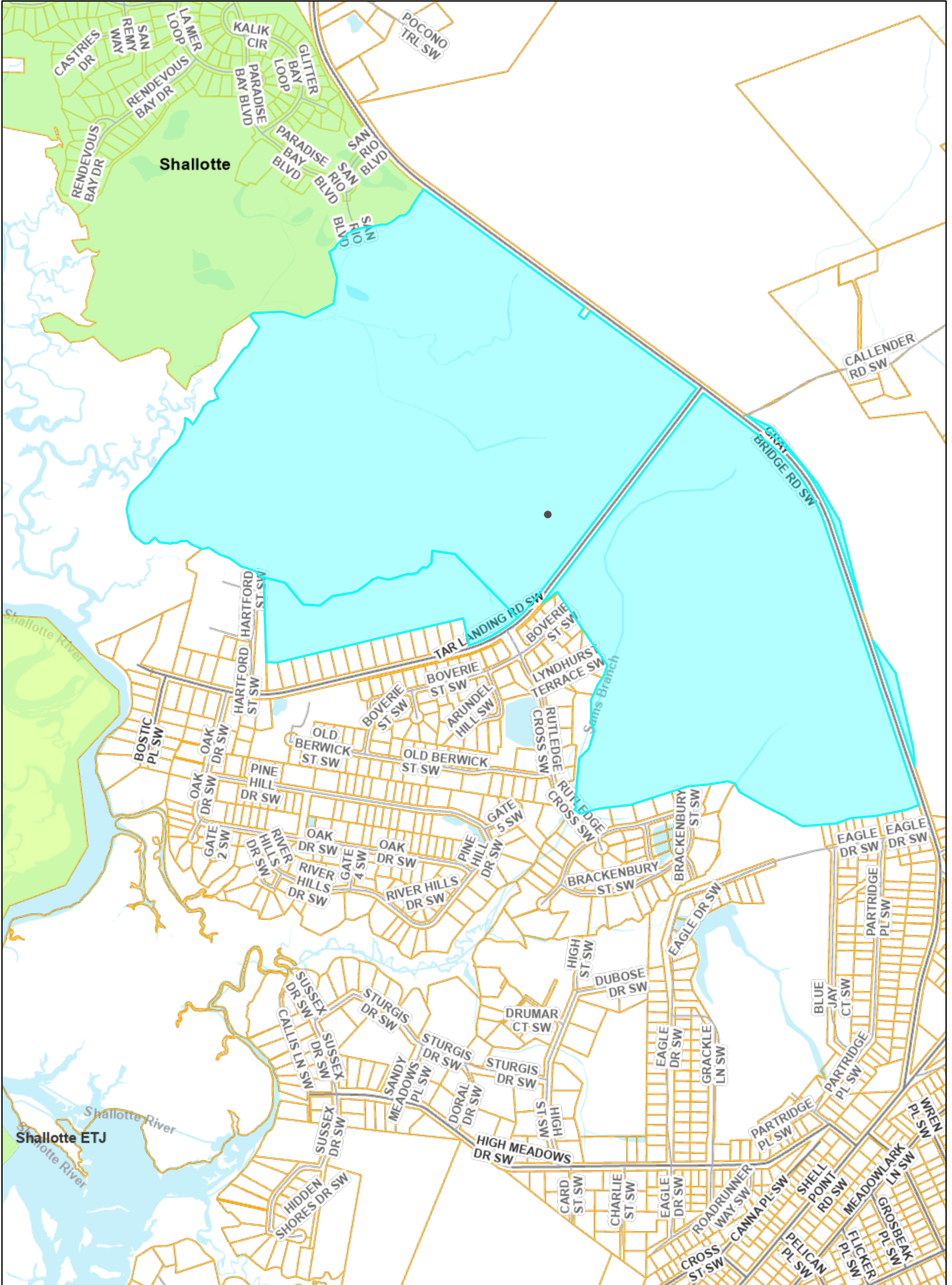
1. We the undersigned owner(s) of real property respectfully request that the area described in paragraph 2 below be annexed to the TOWN OF SHALLOTTE.
2. The area to be annexed is contiguous to the Town of Shallotte and the boundaries of such territory are described in the attached metes and bounds description (Exhibit "A") and annexation map (Exhibit "B"), attached hereto and incorporated herein by reference.

Vested rights, with respect to such property, have not been established, under N.C.G.S. 160A-385.1, except as described in Exhibit "C", attached hereto and incorporated herein by reference.

Respectfully,

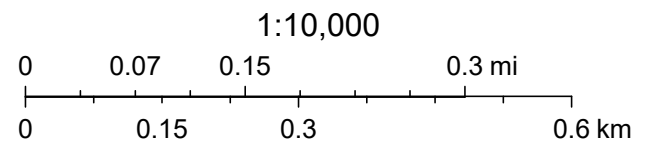
Printed Name	Mailing Address	Parcel ID #(s)	Vested Rights?	Signature	Date
Maurick Pate President	3929 Williamick park Dr Wilmington NC 28412	19753003	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	 President	11-26-24
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		

Brunswick County GIS Data Viewer



12/16/2024, 10:02:20 AM

- County Boundary
- Parcels
- Municipalities
- Shallotte ETJ
- Shallotte City
- Roads
- State Road
- Minor



Land Surveyor

Vernie E. Cavanaugh, Jr., PLS
2709 Castle Hayne Rd., Unit 48
Wilmington, NC 28401
Ph: (910) 512-5045
Email: vcsurveying@gmail.com

November 18, 2024

Reference: Legal Description for the Annexation of Parcel No. 197JB003, also known as 190 Wildwood St., into the Town of Shallotte.

This Lot being deeded to Rivertide Corp. in Deed Book 5256 at Page 638 and described as being Lot 3 and the Southern 1/2 of Lot 4, Block B, Wildwood Village as shown in Map Cabinet T at Page 156 and Map Cabinet 160 at Page 70.

Beginning at an Existing Iron Rebar located on the R/W of Wildwood St. (60' R/W), said Iron Rod being located S 82°28'59" E 20.33' from a MAG Nail in the edge of Pavement. Said MAG Nail is located S 07°10'42" E 164.07' from another MAG Nail in the edge of Pavement of Wildwood St.. Beginning Iron Rebar also having NC Grid Coordinates (NAD 83/2011): N=79,588.05' and E=2,176,074.51'.

Thence from said Beginning Iron Rebar:

1. With the R/W of Wildwood St., N 07°10'05" W 135.00' to an existing Iron Rebar at the Southwestern corner of Parcel No. 197JB005;
2. Thence with the Southern Line of said Parcel, N 82°49'55" E 150.00' to an existing iron Rebar at the Southeast corner of said Parcel;
3. Thence S 07°10'05" E 135.00' to an existing iron Rebar at the Northeast corner of Parcel 197JB002. Said Parcel being Lot 2, Block B, Wildwood Village, Map Cabinet T at Page 156, Brunswick County Registry;
4. Thence with the Northern Line of said Parcel, S 82°49'55" W 150.00' to the Beginning containing 20,250 Sq Ft or 0.465 AC± and is as Surveyed by Vernie E. Cavanaugh, Jr., PLS on September 19, 2024.

11/18/2024



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: ANX 24-27

FROM: Brandon Eaton, Planner II

MEETING DATE: 01/7/2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED:

Request the Board to direct the Town Clerk to “investigate the sufficiency thereof and to certify the result of the investigation” of the petition for voluntary annexation of (Parcel ID # 19800002) on behalf of Stars & Stripes 2I, LLC.

PUBLIC HEARING: YES NO

BACKGROUND/PURPOSE OF REQUEST:

Staff has received an application and petition for voluntary annexation for the properties shown on the attached plat. G.S. 160A-31 requires that prior to a public hearing; the Town Clerk must first investigate the sufficiency of the petition.

Upon the direction of the Board, staff will ensure that the petition has been signed appropriately and that the subsequent public hearing is advertised and adjacent property owners are given the appropriate notice.

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:

NA

TOWN ADMINISTRATOR’S RECOMMENDATION: NA

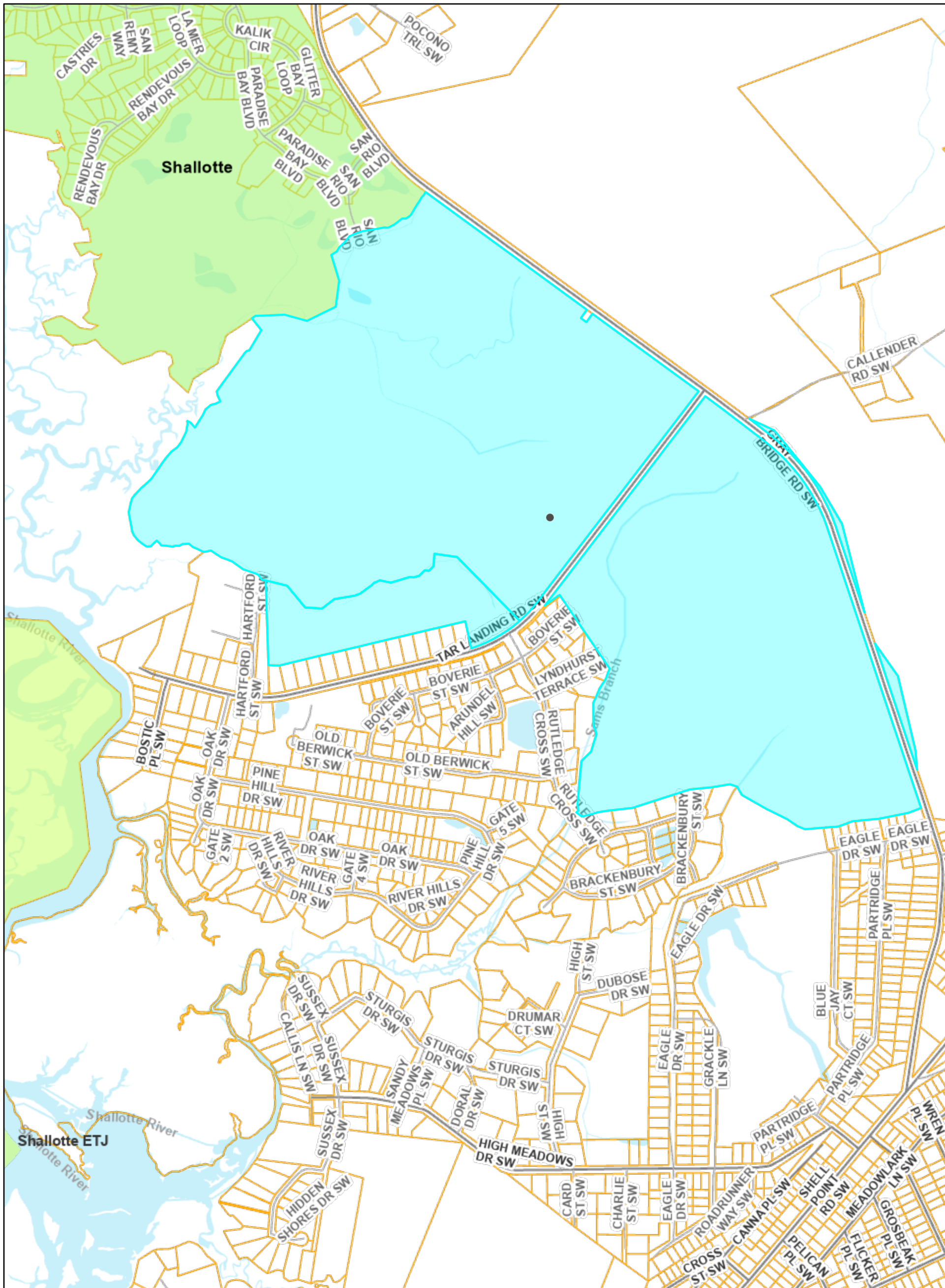
FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Petition for Annexation
- 2. Area Map
- 3. Legal Description

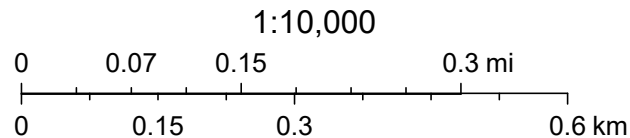
<u>ACTION OF THE BOARD OF ALDERMEN</u>	
APPROVED: <input type="checkbox"/>	ATTEST: CLERK TO THE BOARD
DENIED: <input type="checkbox"/>	
DEFERRED UNTIL: _____	_____
OTHER:	SIGNATURE

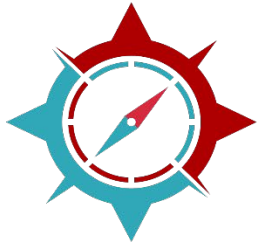
Brunswick County GIS Data Viewer



12/16/2024, 10:02:20 AM

- County Boundary
- Parcels
- Municipalities
- Shallotte ETJ
- Shallotte City
- Roads
- State Road
- Minor





COASTALGEOMATICS

LAND SURVEYING • MAPPING • PLANNING

Solserra Annexation Legal Description
November 6, 2024

Being all that certain tract or parcel of land lying in Lockwood Folly Township, Brunswick County, North Carolina, and being more particularly described as follow:

Beginning at a point located in the southwest intersection of SR 1134 Gray Bridge Road (60' Public Right of way) and SR 1135 Tar Landing Road (60' Public Right of Way); thence with the western right of way line of SR 1134 Gray Bridge Road, S53°19'26"E, 523.16 feet to a point; thence with a curve to the right having a radius of 1405.00 feet and a chord bearing and distance of S36°08'44E, 829.92 feet to a point; thence S18°50'58"E, 2126.16 feet to a point; said point being the northeast corner of Lot 71, Block 33, Shell Point Recreational Village as recorded in Map Cabinet J, Page 179; thence leaving the western right of way line of SR 1134 Gray Bridge Road, leaving said right of way of SR 1134 Gray Bridge Road, S69° 05' 41"W, 92.37 feet to a point; thence S78° 42' 26"W 226.98 feet to a point; thence S84° 14' 46"W 193.18 feet to a point; thence S68° 46' 09"W 117.72 feet to a point; thence S85° 48' 54"W 238.84 feet to a point; thence N68° 20' 17"W 59.48 feet to a point; thence N55° 47' 49"W 90.71 feet to a point; thence N63° 39' 02"W 184.61 feet to a point; thence N61° 27' 40"W 175.60 feet to a point; thence N36° 15' 31"W 73.21 feet to a point; thence N72° 04' 51"W 56.17 feet to a point; S80° 24' 39"W 124.13 feet to a point; thence S84° 08' 12"W 173.25 feet to a point; thence S67° 08' 12"W 206.50 feet to a point; thence S76° 27' 23"W 233.98 feet to a point; thence S83° 23' 33"W 184.22 feet to a point; thence S81° 02' 32"W 69.71 feet to a point; thence S72° 21' 34"W 121.78 feet to a point; thence N56° 42' 38"W 65.28 feet to a point; thence N5° 50' 26"E 266.01 feet to a point; thence N19° 12' 54"E 300.02 feet to a point; thence N1° 10' 00"E 217.00 feet to a point; thence N17° 23' 22"E 178.77 feet to a point; thence N26° 13' 11"E 132.40 feet to a point; thence N34°40'39"W, 650.83 feet to a point; thence S52°44'15"W, 130.22 feet to a point in the southern right of way line of SR 1135 Tar Landing Road aforesaid mentioned; thence with the southern right of way line of SR 1135 Tar Landing Road and with a curve to the right having a radius of 1269.06 feet and a chord bearing and distance of S37°09'56"W, 37.97 feet to a point; thence crossing the right of way of SR 1135, S58°53'10"W, 216.20 feet to a point in the northern right of way line of SR 1135 Tar Landing Road; thence with the northern right of way line of SR 1135 Tar Landing Road and with a curve to the right having a radius of 992.12 feet and a chord bearing and distance of N60°39'38"E, 405.18 feet to a point; said point being the southeast corner of Lot 63, Tar Landing Heights Subdivision as recorded in Map Book 6, Page 28; thence leaving the northern right of way line of SR 1135 Tar Landing Road, N14°03'07"W, 199.81 feet to a point; thence S76° 06' 53"W 99.76 feet to a point; thence S75° 58' 12"W 99.86 feet to a point; thence S76° 27' 25"W 99.92 feet to a point; thence S76° 13' 06"W 99.90 feet to a point; thence S75° 59' 52"W 99.82 feet to a point; thence S76° 13' 39"W 99.95 feet to a point; thence S76° 11' 34"W 200.20 feet to a point; thence S76° 23' 47"W 99.81 feet to a point; thence S76° 22' 49"W 99.70 feet to a point; thence S76° 29' 27"W 99.98 feet to a point; thence S76° 03' 14"W 298.88 feet to a point; thence N88° 15' 27"W 81.02 feet to a point, said point being the northwest corner of Lot 49, Tar Landing Heights referenced above; thence

with the northern boundary of the lands claimed by Bettie L. Carter in Deed Book 2493, Page 72 mean high water line of the Shallotte River as surveyed and map by Steve M. Norris, PLS on a recorded in Map Cabinet 19, Page 21-24, the following bearings and distances: N77° 03' 18"W 43.70 feet to a point; thence N37° 36' 30"W 29.46 feet to a point; thence N66° 35' 23"W 162.22 feet to a point; thence N50° 50' 18"W 51.38 feet to a point; thence N52° 17' 56"W 119.64 feet to a point; thence N85° 36' 49"W 63.27 feet to a point; thence N80° 41' 13"E 53.68 feet to a point; thence N59° 56' 20"W 51.42 feet to a point; thence N65° 16' 41"W 37.89 feet to a point; thence N45° 47' 55"W 37.54 feet to a point; thence S88° 33' 11"W 49.20 feet to a point; thence S67° 36' 34"W 25.34 feet to a point; thence N88° 01' 55"W 27.97 feet to a point; thence S73° 18' 30"W 17.13 feet to a point; thence N80° 51' 44"W 53.32 feet to a point; thence N83° 38' 04"W 35.45 feet to a point; thence N31° 42' 10"W 19.44 feet to a point; thence N41° 15' 33"W 30.61 feet to a point; thence S46° 36' 52"W 24.38 feet to a point; thence S45° 13' 27"W 35.64 feet to a point; thence N89° 03' 43"W 33.87 feet to a point; thence N50° 04' 24"W 33.74 feet to a point; thence N51° 18' 10"W 42.15 feet to a point; thence N36° 40' 16"W 46.44 feet to a point; thence N23° 43' 10"W 31.46 feet to a point; thence N5° 58' 53"W 52.08 feet to a point; thence N9° 50' 42"W 45.11 feet to a point; thence N6° 32' 18"W 44.29 feet to a point; thence N16° 31' 46"E 34.60 feet to a point; thence N13° 25' 26"E 35.80 feet to a point; thence N21° 47' 52"E 37.67 feet to a point; thence N42° 33' 08"E 32.33 feet to a point; thence N47° 43' 18"E 25.52 feet to a point; thence N43° 26' 28"E 42.27 feet to a point; thence N54° 34' 34"E 30.12 feet to a point; thence N52° 22' 02"E 46.58 feet to a point; thence N49° 36' 13"E 24.52 feet to a point; thence N39° 43' 37"E 23.87 feet to a point; thence N34° 29' 04"E 40.62 feet to a point; thence N29° 56' 22"E 44.41 feet to a point; thence N36° 43' 14"E 41.16 feet to a point; thence N38° 44' 17"E 56.63 feet to a point; thence N53° 12' 50"E 55.86 feet to a point; thence N38° 39' 04"E 45.25 feet to a point; thence N24° 44' 03"E 53.55 feet to a point; thence N27° 01' 42"E 30.06 feet to a point; thence N7° 58' 51"E 62.60 feet to a point; thence S11° 52' 19"E 19.63 feet to a point; thence S61° 46' 05"E 28.61 feet to a point; thence S41° 14' 35"E 49.36 feet to a point; thence N31° 51' 14"E 105.50 feet to a point; thence N25° 26' 39"E 49.85 feet to a point; thence N48° 12' 13"E 48.87 feet to a point; thence N74° 06' 48"E 37.33 feet to a point; thence N65° 20' 28"E 37.63 feet to a point; thence N25° 14' 08"W 46.68 feet to a point; thence N13° 03' 44"W 33.05 feet to a point; thence N24° 15' 34"E 326.86 feet to a point; thence N24° 15' 34"E 21.91 feet to a point; thence N29° 23' 14"E 20.07 feet to a point; thence N69° 13' 28"E 22.30 feet to a point; thence S41° 09' 07"W 168.80 feet to a point; thence N28° 25' 38"W 73.31 feet to a point; thence with the eastern line of survey prepared by McKim & Creed of San Rio Phase 2 Plat as recorded in Map Cabinet 69, Page 1 the following bearings and distances: thence N55° 41' 49"E 37.43 feet to a point; thence N87° 22' 35"E 215.03 feet to a point; thence S75° 10' 09"E 169.21 feet to a point; thence N63° 34' 15"E 233.36 feet to a point; thence N7° 16' 39"E 191.45 feet to a point; thence N17° 35' 53"W 196.31 feet to a point; thence N57° 03' 24"E 49.51 feet to a point; thence N30° 21' 15"E 38.01 feet to a point; thence N47° 59' 49"E 37.96 feet to a point; thence N42° 35' 59"E 34.75 feet to a point; thence N37° 12' 06"E 34.40 feet to a point; thence S68° 22' 04"W 24.03 feet to a point; thence S66° 21' 35"W 34.36 feet to a point; thence S71° 16' 36"W 46.62 feet to a point; thence N80° 58' 19"E 34.17 feet to a point; thence N78° 39' 36"E 26.47 feet to a point; thence N78° 20' 39"E 40.48 feet to a point; thence S88° 34' 22"E 32.78 feet to a point; thence N62° 31' 48"E 48.32 feet to a point; thence N52° 25' 06"E 72.85 feet to a point; thence N88° 20' 50"E 29.61 feet to a point; thence N54° 50' 11"E 39.67 feet to a point; thence N29° 44' 48"E 52.83 feet to a point; thence N31° 36' 40"E 46.16 feet to a point; thence N35° 00' 34"E 20.93 feet to a point; thence N30° 33' 40"E 35.17 feet to a point; thence N42° 23' 37"E 26.61 feet to a point; thence N24° 42' 40"E 22.22 feet to a point in the southern right of way line of SR 1134 Gray Bridge Road referenced above; thence with the southern right of way line of SR 1134 Gray Bridge Road, S54° 27' 42"E 1493.74 feet to a point; said point being a corner of a tract of land claimed by Town of Shallotte as recorded in Deed Book 3151, Page 679 and shown on a map recorded in Map Cabinet 68, Page 69, Brunswick County Registry; thence leaving the southern right of way line of SR 1134 Gray

Bridge Road, S35° 32' 18"W 75.00 feet to a point; thence S54° 27' 42"E 50.00 feet to a point; thence S18° 18' E 75.00 to a point in the southern right of way line of SR 1134 Gray Bridge Road; thence with the southern right of way line of SR 1134 Gray Bridge Road, S54°27'42"E, 929.76 feet to a point located at the northwest corner of the intersection of SR 1134 Gray Bridge Road SR 1135 Tar Landing Road; thence crossing SR 1135 Tar Landing Road, S53°54'15"E, 60.01 feet to the Place and Point of Beginning.

Containing 304.66 acres as shown a map titled "Annexation Survey For Town of Shallotte NC" prepared by Christopher D. Stanley, PLS, dated 11-06-2024 to which reference is hereby made for a more full and accurate description.

EXCEPTING all lands lying within the right of way of SR 1135 Tar Landing Road.

Prepared By:



Christopher D. Stanley, PLS
Coastal Geomatics, PLLC





TOWN OF SHALLOTTE

Post Office Box 2287 • Shallotte, North Carolina 28459

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

To: Board of Aldermen

From: Isaac Norris, Jr., CPA, Finance Director

Subject: BA-24-25-7

Date: 12/16/2024

BA-24-25-7 The Town needs to budget for the Mulberry Street Roadway & Sidewalk Improvements contract with JP Russ & Son, Inc.

<u>Account #</u>			
10-4200-9505	Transfer to Capital Project-Mulberry	\$ 697,319.00	
10-3975-0000	Appropriated Fund Balance		697,319.00
		<u>\$ 697,319.00</u>	<u>\$ 697,319.00</u>



Town of Shallotte Planning Board
ACTION AGENDA ITEM
2024

TO: Planning Board

ACTION ITEM #: REZ 24-12

FROM: Brandon Eaton, Planner II

MEETING DATE: 12-10-2024

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED: Review rezoning petition REZ #24-12 and supporting documentation and provide a recommendation to the Board of Aldermen. **PUBLIC HEARING:** YES NO

BACKGROUND/PURPOSE OF REQUEST: Michael Wayne Milligan has submitted a petition for rezoning of property along Holden Beach Rd. (PID #'s 1980001205, 1980001202, & 1980001204).

The property owner has requested that this parcel be zoned Business-2 (B-2). The property is currently zoned Residential Agricultural Manufactured Home District (RAM-15).

The site is comprised of three parcels, one of which contains an existing commercial trade repair shop/former auto repair business, that is currently vacant due to the limited commercial uses available in the current zoning district.

The property fronts HWY 130 (Holden Beach Rd) in an area surrounded mostly by other commercial uses fronting this area of the HWY.

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

The proposed zoning is consistent with future land use map.

The surrounding properties are zoned as follows:

North - RAM-15 & HB

South - RAM-15

East - RAM-15

West – RAM-15

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 not consistent with the current FLU Map.

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Rezoning Application
2. Area maps
3. General Commercial Description
4. Table of Permitted Uses
5. Draft Statement of Consistency

ACTION OF THE BOARD OF ALDERMEN

APPROVED:

ATTEST: **CLERK TO THE BOARD**

DENIED:

DEFERRED UNTIL: _____

SIGNATURE

OTHER:



REZONING PETITION

<i>Official Use Only</i>	
P&Z #:	_____
Date Rec'd:	_____
Rec'd By:	_____
Amount Paid: \$	_____

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

All petitions for rezoning must be complete and accompanied by the application fee of **\$330.00** (150.00 plus a \$180.00 advertising fee), payable in cash or by check made to the Town of Shallotte. Applicants will also be responsible for any additional advertising costs, which will be billed at a later time. All fees must be paid in full before an application will be submitted for review by the Planning Board or Board of Aldermen. Applicants are responsible for attending all Planning Board and Board of Aldermen meetings where this application will be considered.

A rezoning is a change in the zoning of a tract of land. Rezoning is also known as map amendments and are amendments to the Unified Development Ordinance (UDO). Article 9 of the UDO describes the zoning districts within the Town's zoning jurisdiction. Article 10 identifies which uses are allowable in each zoning district and whether a use is permitted by right or as a conditional use. Article 4 describes the procedures for amending the UDO.

Project Name (if applicable):		
SECTION 1: APPLICANT INFORMATION		
Petitioner Name: <i>Mark Wayne Matthews</i>		
Mailing Address: <i>5440 Sparrow St SC 01A 28469</i>		
Phone: <i>710 540-4923</i>	Fax:	Email:
SECTION 2: PROPERTY OWNER INFORMATION (if different from above)		
Owner Name(s):		
Mailing Address:		
Phone:	Fax:	Email:
SECTION 3: PROPERTY INFORMATION		
Street Address and/or Description of Location: <i>250 Holder Beach Rd</i>		
Parcel Tax ID #(s): 1980001205, 1980001202, & 1980001204	Total Site Acres or Square Feet: +/- 1.6 Acres 1.2 <i>1.50</i>	
Current Zoning District(s): RAM-15		
Proposed Zoning District(s): <i>B-2</i>		
NOTE: If any portion of a proposed zoning district boundary does not follow an existing property line, the petition must include fifteen (15) 24" x 36" maps prepared by a licensed surveyor providing bearings and distances of such zoning district boundaries.		

SECTION 4: LAND USE COMPATIBILITY ANALYSIS

Future Land Use Map designation:

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

Please explain why the proposed zoning is or is not consistent with the Land Use Plan and other adopted plans (use additional sheets as necessary):

SECTION 5: STATEMENT OF REASONABLENESS

Please describe why the proposed rezoning is reasonable, including how it is appropriate in relation to its surroundings and how it benefits the town and the neighboring properties (use additional sheets as necessary):

*Future Land use Map Shows Area
Compared To Commercial use,*

SECTION 6: SUPPLEMENTAL INFORMATION REQUIRED

Each rezoning petition use must include:

- An application fee of \$330.00 in cash or check made payable to the Town of Shallotte.
- If any portion of a proposed zoning district boundary does not follow an existing property line, the petition must include three (3) paper maps and one (1) digital copy (PDF, CAD, or GIS file) prepared by a licensed surveyor providing bearings and distances of such zoning district boundaries.
- A notarized letter of authorization, if acting as the agent for the property owner(s).

SECTION 7: APPLICANT/OWNER SIGNATURE

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

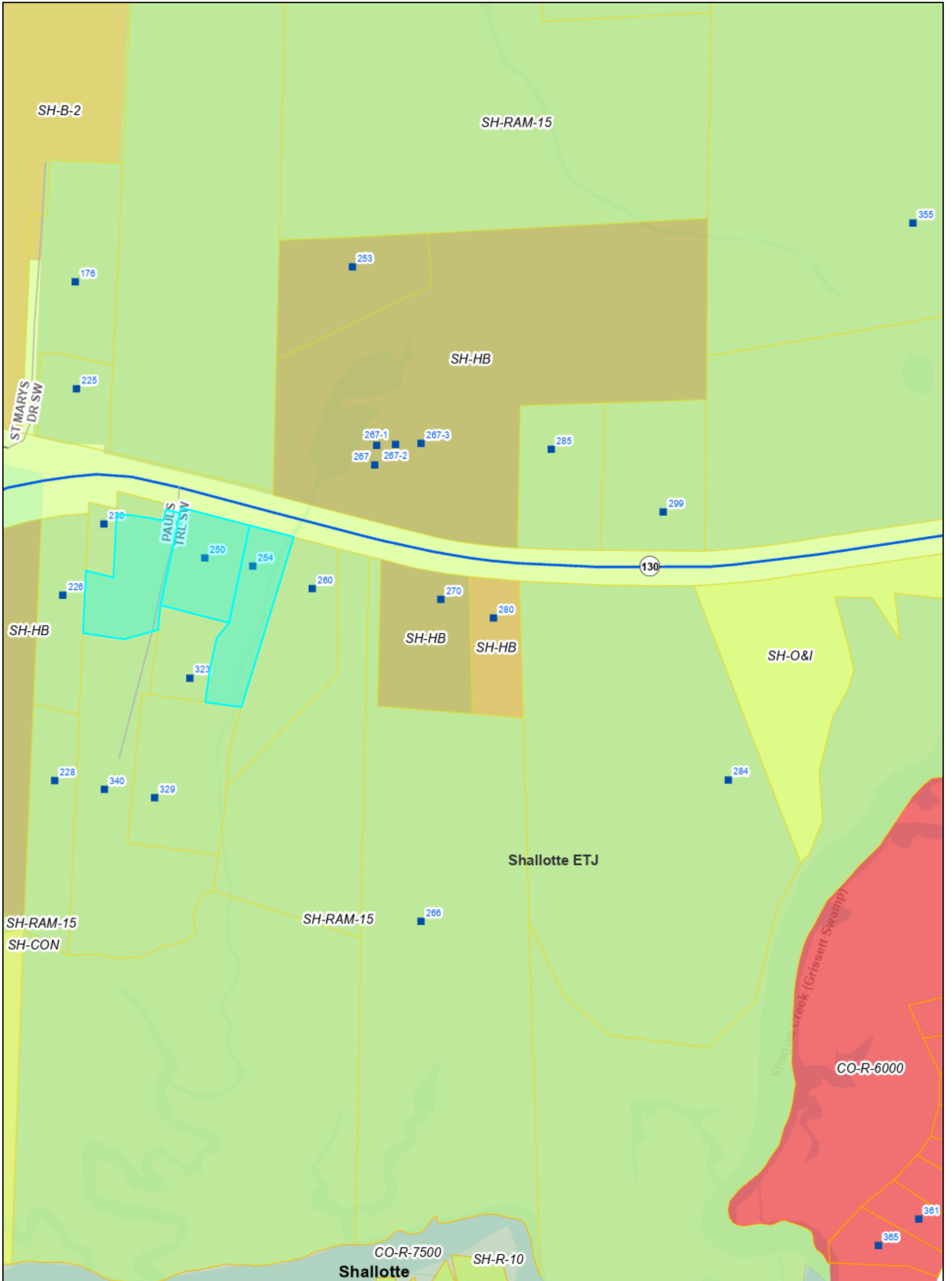
Signature: *Michael Wayne Milby* Date: *11/15/24*

Official Use Only

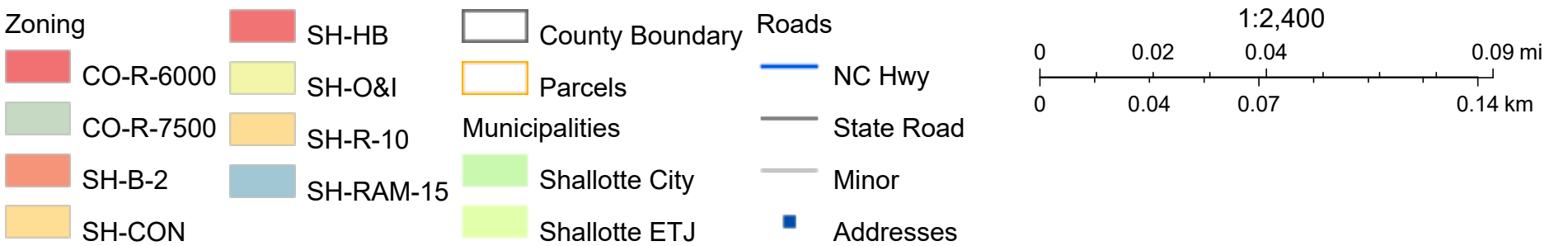
Planning Board Hearing Date: _____ Recommendation: _____ Staff: _____

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

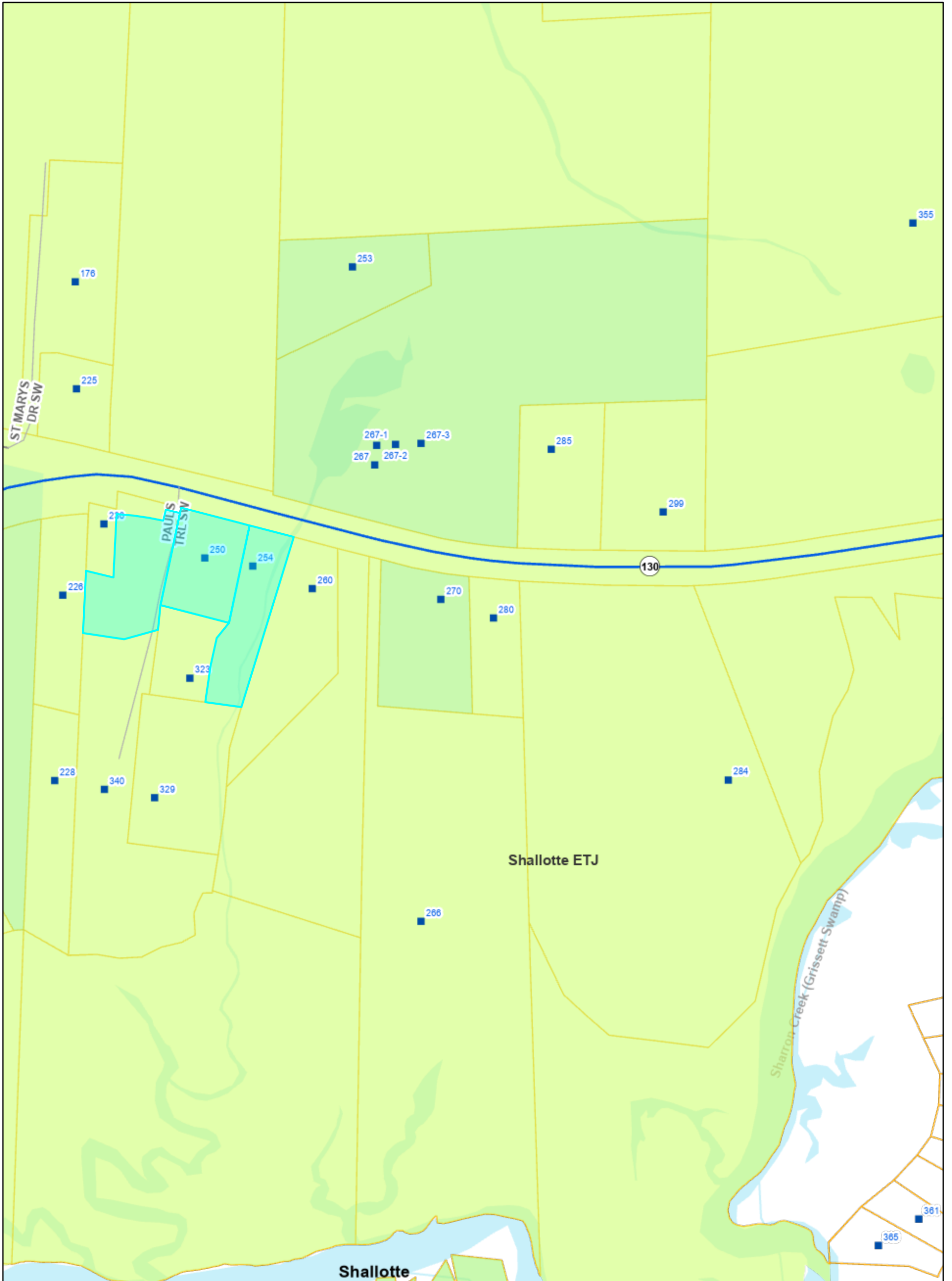
Brunswick County GIS Data Viewer



12/6/2024, 10:59:52 AM

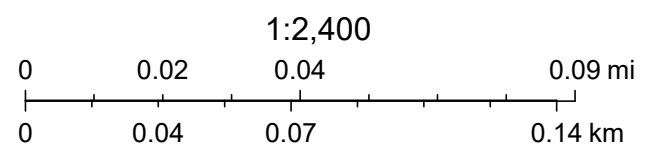


Brunswick County GIS Data Viewer



12/6/2024, 11:01:55 AM

- | | | |
|-----------------|----------------|-------------|
| County Boundary | Shallotte ETJ | Minor Roads |
| Parcels | Shallotte City | Addresses |
| NC Hwy | | |
| State Road | | |



GENERAL COMMERCIAL

Commercial land uses in Shallotte’s planning jurisdiction are currently concentrated along primary roadways. Future high-impact commercial development is intended to be located along major thoroughfares on portions of Main Street, US Highway 17 Bypass, Whiteville Road, Smith Avenue, and areas along Holden Beach Road that have easy access for automobiles. More intense commercial uses requiring larger lots sizes, parking area, and stormwater infrastructure are permitted in this land use category.

Big box buildings, such as department stores, variety stores, warehouse retail centers, grocery stores, furniture outlets, and similar buildings shall be designed such that the exterior façade has the appearance of several smaller, human scale, buildings through the use of vertical treatments and elements that break up the horizontal wall.

Lower intensity commercial uses such as small offices and boutiques are also appropriate, as are appropriately sited high-density residences in limited circumstances. Manufacturing operations, detached single-family residences, and residential subdivisions are not appropriate.

Internal circulation patterns should create street-like spaces lined with on-street angled or parallel parking and parking areas should connect to adjoining sites. Sidewalks should connect all buildings within the site and to adjoining sites. Sidewalks should have street trees and pedestrian lighting

General Commercial

Desired Uses:

- High intensity commercial, office, and institutional establishments
- Big box retail, such as grocery stores and building supply stores

Inappropriate Uses:

- Industrial uses
- Single-family residential uses & duplexes

Desired Density:

- Residential uses: 4 dwelling units per acre
- Non-residential uses: 10, 000 square feet 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, TWO-FAMILY (DUPLEX)	P	S	P				S	S	S	S					P
MANUFACTURED HOME, CLASS A [pursuant to 10-3(Q)]			P			P									
MANUFACTURED HOME, CLASS B [pursuant to 10-3(Q)]			P			P									
MANUFACTURED HOME PARK [pursuant to 10-3(S)]			S			S									
RESIDENTIAL CLUSTER DEVELOPMENT [pursuant to Article 13]	S	S		S			S	S	S						S
Residential Micro-grid Solar Collector Battery Storage System (pursuant to Article 31)	P														
RESIDENTIAL – GROUP LIVING															
ADULT CARE HOME	S									S	S				
ALCOHOL AND/OR SUBSTANCE ABUSE REHABILITATION FACILITIES, RESIDENTIAL (Six or fewer residents)		P	P	P	P										
ASSISTED LIVING RESIDENCE	S							S		S	S				S
FAMILY CARE HOME	P	P	P	P	P	P		S	S	S	P				P
MULTI-UNIT ASSISTED HOUSING WITH SERVICES	S							S		S	S				S
NURSING HOME	S							S		S					P
ACCOMMODATION SERVICES															
BED AND BREAKFAST	S	S	S	S	S	S	S	S	S	S	S				S
MOTELS/HOTELS [pursuant to 10-3(V)]							S	S	S	S					
TRAVEL TRAILER AND RECREATIONAL VEHICLE PARKS/CAMPGROUNDS [pursuant to 10-3(FF)]	S		S			S				S					
PUBLIC & CIVIC															
ALCOHOLIC BEVERAGES PACKAGED, RETAIL							P	P							
AMBULANCE SERVICE/RESCUE SQUAD								P		P	P	P	P	P	
BOAT RAMPS								S							
NON-MOTORIZED (CANOES, KAYAKS, BOAT LAUNCH)							S								
BUILDINGS, GOVERNMENTAL	P	P	P	P	P	P	P	P	P	P	P	P	P		P
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			
TIRE DEALERS AND SERVICE								S		S		P			
UPHOLSTERY SHOPS								P		P		P	P		
VIDEO RENTAL							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
WATER DEPENDENT COMMERCIAL USES							S	S	S						
OFFICE AND COMMERCIAL SERVICE															
ALCOHOLIC AND/OR SUBSTANCE ABUSE REHABILITATION SERVICES, NON-RESIDENTIAL								P		P	P	P	P		
ANIMAL HOSPITALS/ VETERINARIANS [pursuant to 10-3(B)]								P		P					
AUTOMATED TELLER MACHINES (STAND ALONE)								P	P	P	P				
AUTOMOTIVE REPAIR FACILITY [Tier 1]										P		P			
AUTOMOTIVE REPAIR FACILITY [Tier 2]										S					
AUTOMOTIVE REPAIR FACILITY [Tier 3]												P			
AUTOMOBILE SERVICE STATION With Fuel Pumps								S		P					S
BARBER AND BEAUTY SHOPS							P	P	P	P	P				P
BAIL BONDING SERVICES								P		P	P				
CALL CENTER								P		P			P		
CAR WASHES								S		P		P			
CARPET AND UPHOLSTERY CLEANERS										S		P			
CATERING ESTABLISHMENTS							P	P	S	P					
COLLEGES, UNIVERSITIES, & PROFESSIONAL SCHOOLS								P		P	P				
CONTRACTORS, BUILDING (with storage)										S		P			
CONTRACTORS, EQUIPMENT										S		P			
CONTRACTORS, HEAVY CONSTRUCTION										S		P			
CONTRACTORS, SPECIAL TRADES (no storage)								P		P		P			
COPY CENTERS							P	P		P					
DAY CARE FACILITIES [pursuant to 10-3(F)]								P		P					S
DAY SPAS							P	P		P					
DIALYSIS CENTERS								P		P	P				
DIET CENTERS								P		P	P				
DRY CLEANERS AND LAUNDRIES [pursuant to 10-3(G)]							P	P		P		P			
ELECTRONIC DATA PROCESSING								P		P	P	P	P		
ENGINEERING, ARCHITECTURAL, AND SURVEYING OFFICES							P	P	P	P	P	P			
EXTERMINATING SERVICES												P	P		
FORTUNE TELLERS (to include Palm Readers, Crystal Ball Reading, Tarot Card Reading, and similar fortune telling techniques).								S		S		S			
FUNERAL HOME [pursuant to 10-3(J)]								S		S		S			
GROOMING SERVICES, ANIMALS								P		P		P	P		
INDUSTRIAL RESEARCH OFFICES AND LABORATORIES												P	P		
KENNEL OPERATIONS, BOARDERS, BREEDERS, AND ANIMAL SHELTERS (no outside pens, no permanent outside boarding, all operations must be located in the rear yard and must not be visible from any right-of-way) [pursuant to 10-3(N)]								S		S		P	P		
LABOR UNIONS							P	P		P					
LABORATORIES								P		P	P	P			
LOCKSMITH, GUNSMITH							P	P		P		P			
MENTAL HEALTH, INPATIENT											S	S			
OFFICE, ACCOUNTANTS CERTIFIED PUBLIC							P	P		P	P	P			
OFFICES, INCLUDING BUT NOT LIMITED TO PROFESSIONAL SERVICES (ATTORNEY, DOCTOR, HEALTHCARE PROFESSIONAL, STAFFING ETC.)							P	P	P	P	P	P			P

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	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	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
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 #24-12 to rezone ±1.6 acres of real property (tax ID's 1980001205, 1980001202, & 1980001204) owned by Michael Wayne Milligan from RAM-15 to B-2. 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 ±1.6 acres is compatible with the proposed rezoning to B-2.
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 B-2 is compatible with the Town of Shallotte Land Use Plan. *The Future Land Use Map identifies this area as General Commercial and the uses allowed within the B-2 zoning district are consistent with this description.*
- The benefits of rezoning the tract to B-2 outweigh any detriments.
The properties to the rear of the subject parcels are currently zoned for low density residential use, but the planning area would support a transition from highway fronted commercial uses to lower density residential.
- The relationship between the uses of the proposed zoning of B-2 and the surrounding area are either identical or compatible.
The subject property contains a non-conforming commercial use, and is in the vicinity of, or adjacent to, other commercial uses.
- 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 providing commercial options that are more suited to the character of the area.
- Other comments:

12/10/24
Date

Ronald W. Johnson
Planning Board Chairman
Town of Shallotte

Board of Aldermen Zoning Amendment Statement of Consistency

**1.
(Approval)**

The Town of Shallotte *Board of Aldermen* has reviewed in full the petition REZ #24-12 to rezone ±1.6 acres of real property (tax ID's 1980001205, 1980001202, & 1980001204) owned by Michael Wayne Milligan from RAM-15 to B-2. After review of the petition, the Board hereby *approve* the property be rezoned to B-2 from its current zoning. In this *approval*, the *Board of Aldermen* finds that

[*check all that apply*]:

- The size of the area to be rezoned, which is ±1.6 acres is compatible with the proposed rezoning to B-2.
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 B-2 is compatible with the Town of Shallotte Land Use Plan.
The Future Land Use Map identifies this area as General Commercial and the uses allowed within the B-2 zoning district are consistent with this description.
- The benefits of rezoning the tract to B-2 outweigh any detriments.
The properties to the rear of the subject parcels are currently zoned for low density residential use, but the planning area would support a transition from highway fronted commercial uses to lower density residential.
- The relationship between the uses of the proposed zoning of B-2 and the surrounding area are either identical or compatible.
The subject property contains a non-conforming commercial use, and is in the vicinity of, or adjacent to, other commercial uses.
- 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 providing commercial options that are more suited to the character of the area.

Other comments: _____

Date

Mayor
Town of Shallotte

**2.
(Denial)**

The Town of Shallotte *Board of Aldermen* has reviewed in full the petition REZ #24-12 to rezone ±1.6 acres of real property (tax ID's 1980001205, 1980001202, & 1980001204) owned by Michael Wayne Milligan from RAM-15 to B-2. After review of the petition, the Board hereby *denies the request* that the property be rezoned to B-2 from its current zoning. In making this *decision*, the *Board of Aldermen* finds that
[check all that apply]:

- The area in question, which is ±1.6 Acres, is NOT compatible with the requested rezoning to B-2.
- 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 B-2 is NOT compatible with the Town of Shallotte Land Use Plan.
- The benefits to the requested rezoning to B-2 DO NOT outweigh any detriments.
- The relationship between the uses of the requested new zoning of B-2 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

Mayor
Town of Shallotte



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: SUP 24-10

FROM: Brandon Eaton, Planner II

MEETING DATE: 01-07-2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED:

PUBLIC HEARING: YES NO

(1) Conduct a quasi-judicial hearing for the proposed Special Use Permit (SUP) as submitted by Grady Watkins, on behalf of Brunswick County Schools, for a proposed school operations, printing, and warehouse storage facility, located at 3680 Express Dr. (Parcel ID # 18200027).

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

BACKGROUND/PURPOSE OF REQUEST:

The property is a +/- 3.79-acre parcel with an existing structure, zoned Highway Business (HB), located at 3680 Express Dr. (Parcel ID: 18200027).

The proposed use requires the issuance of a special use permit in the current zoning district.

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

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

FISCAL IMPACT:

- BUDGET AMENDMENT REQUIRED:** 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: N/A

STAFF RECOMMENDATION:

1. All required fees shall be paid prior to final zoning approval; and
2. Per Sec. 12-12, site improvements shall commence within 12 months of SUP approval date or applicant shall request an extension of up to six months from the Shallotte Board of Aldermen; and
3. All required local, state, and federal permits shall be obtained and copies provided prior to final zoning approval; and
4. The applicant shall sign the SUP findings indicating agreement with the Board's assigned conditions.

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. SUP Application
2. Site Plans
3. Project elevations
4. TRC Notes & Response Memo
5. Applicant's findings/justification responses
6. Final SUP

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



APPLICATION FOR SPECIAL USE

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

ALL MATERIAL NEEDED SUPPORT THIS APPLICATION WILL HAVE TO BE PRESENTED BY THE APPLICANT AT THE SUP HEARING
 Town of Shallotte • PO Box 2287, Shallotte, NC 28459 • 116 Cheers Street, Shallotte, NC 28470 • Phone: (910) 754-4032 • Fax: (910) 754-2740

All applications for special use must be complete and accompanied by the permit fee of \$360.00 (150.00 application, \$180.00 public notice fee, \$30.00 recording fee), payable in cash or by check made to the Town of Shallotte. Applicants will also be responsible for any additional cost of public notices, which will be billed at a later time. All fees must be paid in full before a Zoning Permit will be issued and before an application will be submitted for review by the Board of Aldermen. Applicants or their agents are responsible for attending the Board of Aldermen meeting where this application will be considered.

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

Project Name: BRUNSWICK COUNTY SCHOOLS OPERATIONS WAREHOUSE

SECTION 1: APPLICANT INFORMATION

Applicant Name: BRUNSWICK COUNTY SCHOOLS (GRADY WATKINS)

Mailing Address: 35 REFERENDUM DR BOLOVIA NC 28422

Phone: 910-547-9607 Fax: _____ Email: GWATKINS@BCSWAN.ORG

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

Owner Name(s): BRUNSWICK COUNTY SCHOOLS

Mailing Address: 35 REFERENDUM DR BOLOVIA NC 28422

Phone: 910-274-1100 Fax: _____ Email: GWATKINS@BCSWAN.ORG

SECTION 3: PROPERTY INFORMATION

Street Address and/or Description of Location: 3680 EXPRESS DR SHALLOTTE, NC

Parcel ID #(s): 1810005807 Total Site Acres or Square Feet: 45,424 SF.

Current Zoning District(s): _____

SECTION 4: USE INFORMATION

Detailed Description of Proposed Use (attach additional sheets as necessary):
SEE ATTACHMENT

Use Classification (from Table of Uses):

SECTION 5: SPECIAL USE STANDARDS

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

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

SECTION 6: SUPPLEMENTAL INFORMATION REQUIRED

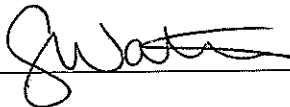
Each application for special use must include:

- An application fee of \$360.00 in cash or check made payable to the Town of Shallotte.
- A Site/Landscaping Plan Application with required plans containing all required information from the Unified Development Ordinance.*
- One (1) 8.5' x 11' front building elevation indicating façade materials and colors.*
- A notarized letter of authorization if acting as the agent for the property owner(s).

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

SECTION 7: APPLICANT/OWNER SIGNATURE

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

Signature:  Date: 9-7-24

Official Use Only

TRC Meeting Date: _____ Recommendation: _____ Staff: _____

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

8/28/2024

Description of work for 3680 Express Dr.

Brunswick County Schools will be using the existing warehouse structure to store various types of school furniture and school records. There will be an interior addition that will be a enclosed area that will be used for a copy room. This room will house various copiers and binding equipment used to print school forms, reports and other in house publications. There will be no hazardous materials stored or used in the building. There will be no exterior additions or modifications to the building with the exception of a new sign and front building lettering.

BRUNSWICK COUNTY BOARD OF EDUCATION

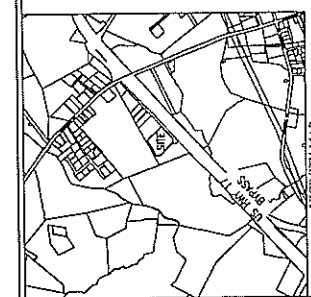
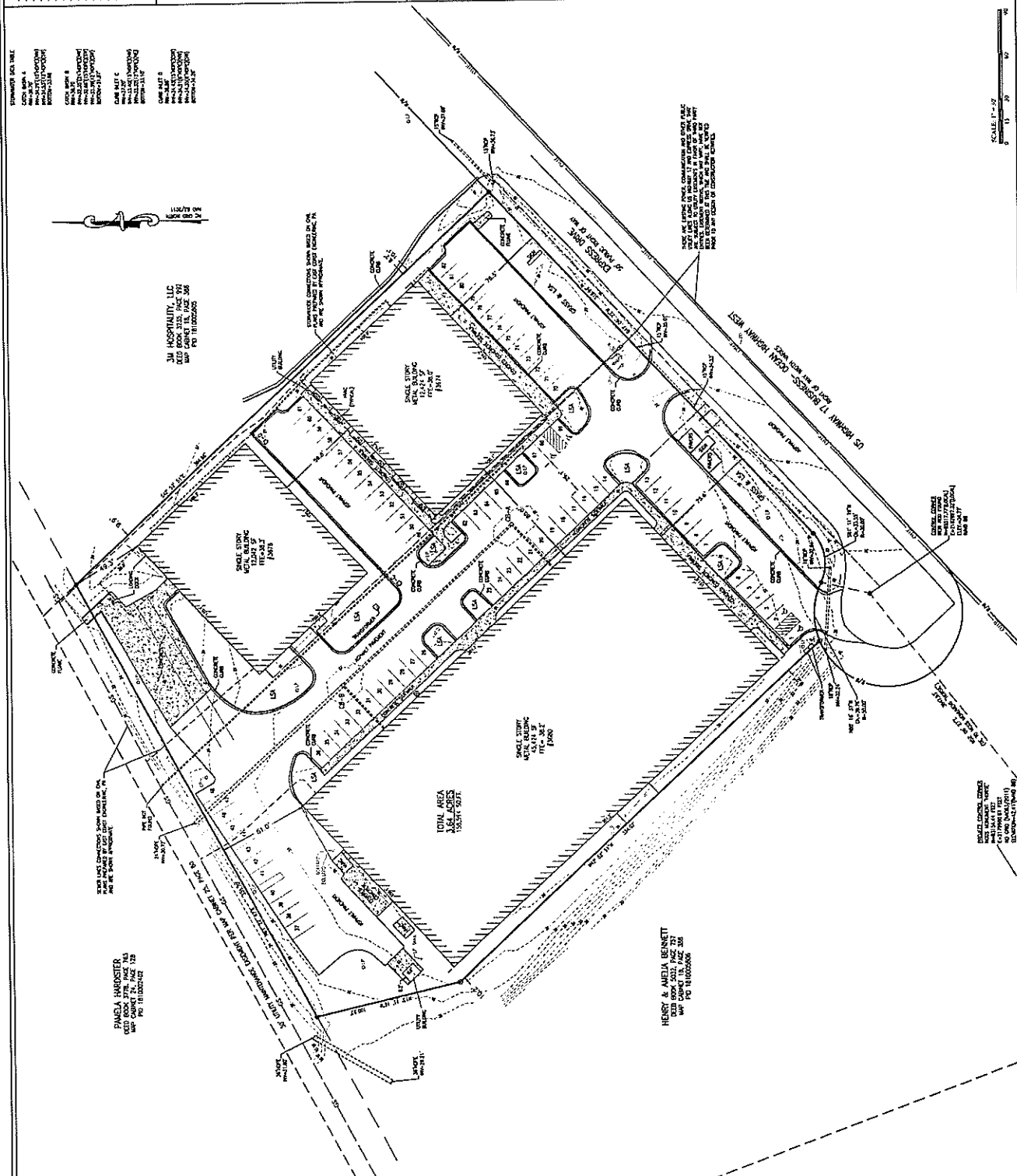
COASTAL GEOMETRICS
 LAND SURVEYING • MAPPING • PLANNING
 1100 W. 10th Street, Suite 100, Jacksonville, NC 28540
 Phone: 919-455-1000 • Fax: 919-455-1001
 Email: info@coastalgeometrics.com



PRELIMINARY DRAWING
 NOT CERTIFIED FOR SALE OR CONVEYANCE
 SCALE: AS SHOWN

REVISIONS

NO.	DATE	DESCRIPTION
1	08/14/14	ISSUED FOR PERMIT
2	08/14/14	ISSUED FOR PERMIT
3	08/14/14	ISSUED FOR PERMIT
4	08/14/14	ISSUED FOR PERMIT
5	08/14/14	ISSUED FOR PERMIT
6	08/14/14	ISSUED FOR PERMIT
7	08/14/14	ISSUED FOR PERMIT
8	08/14/14	ISSUED FOR PERMIT
9	08/14/14	ISSUED FOR PERMIT
10	08/14/14	ISSUED FOR PERMIT



GENERAL NOTES:

1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
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9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

LEGEND

SYMBOL	DESCRIPTION
(Symbol)	EXISTING BUILDING
(Symbol)	EXISTING DRIVEWAY
(Symbol)	EXISTING DRIVE
(Symbol)	EXISTING SIDEWALK
(Symbol)	EXISTING CURB
(Symbol)	EXISTING LOT
(Symbol)	EXISTING LOT DIMENSIONS
(Symbol)	EXISTING LOT AREA
(Symbol)	EXISTING LOT PERIMETER
(Symbol)	EXISTING LOT CORNER
(Symbol)	EXISTING LOT CENTER
(Symbol)	EXISTING LOT AREA
(Symbol)	EXISTING LOT PERIMETER
(Symbol)	EXISTING LOT CORNER
(Symbol)	EXISTING LOT CENTER

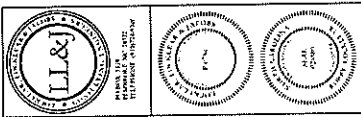
PROFESSIONAL SEAL

Christopher D. Stanley
 Surveyor
 No. 12345

NOTICE TO CONTRACTORS:

THIS DRAWING IS THE PROPERTY OF COASTAL GEOMETRICS, LLC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR REPRODUCTION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF COASTAL GEOMETRICS, LLC IS STRICTLY PROHIBITED.

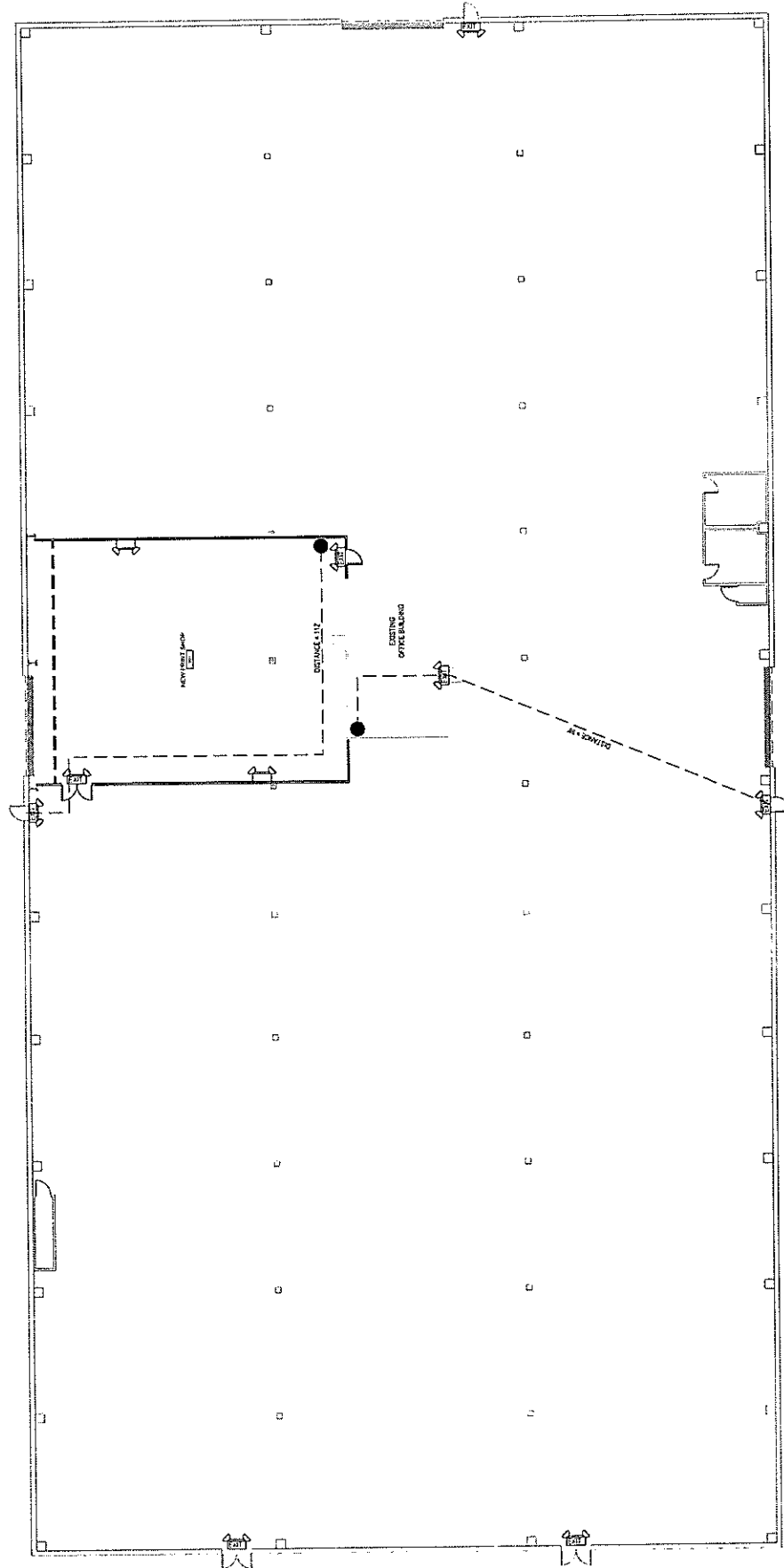
COUNTY BOARD OF SUPERVISORS, COUNTY OF BRUNSWICK, GEORGIA, HAS REVIEWED THIS PLAN AND APPROVES THE SAME FOR THE PURPOSES OF THE ZONING ORDINANCES. THE BOARD DOES NOT WARRANT THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.



WAREHOUSE UPRIT
 3680 EXPRESS DRIVE
 SHALLOTTE, NC 28470
BRUNSWICK COUNTY SCHOOLS

DATE	DESCRIPTION

Section VII, Item 2.



EAST-CENTRAL
 CONTROLLING AUTHORITY:
 OCCUPANCY CLASSIFICATION (IBC):
 CONSTRUCTION TYPE (IBC):
 NUMBER OF FLOORS:
 SPRINKLER SYSTEM:
 ALLOWABLE FLOOR AREA (SQ FT):
 ACTUAL FLOOR AREA:
 BUILDING HEIGHT (FEET):
 OCCUPANCY SEPARATION:

NORTH-CENTRAL BUILDING CODE - THE LATEST
 IBC 31
 TYPE B
 1
 YES
 (PER TABLE 602.2) 8.51 + 71,000 SQ FT
 4,000 SQ FT
 75'
 NON-SEPARATED OCCUPANCY

BASES OF EGRESS REQUIREMENTS:
 DEPARTING TO:
 NUMBER OF EGRESS:
 CAPACITY CALCULATION:
 ARRANGEMENT OF MEANS OF EGRESS:
 ESCALATOR OCCUPANCY (PER IBC 1030):
 EXIT ACCESS TRAVEL DISTANCE:

PRINT SHOP - IN MEZANINE WAREHOUSE - 113
 MEZANINE SHALL BE CONSIDERED AS A SEPARATE BUILDING FOR OCCUPANCY AND EGRESS CALCULATIONS.
 MEZ (TABLE 1002.2):
 PERMISSIBLE USES:
 CORRIDORS (NO PRAMISE TO RETURN)
 REAR EXITS (LOCAL IN FEET)
 MEZ (TABLE 1002.2) 90 FEET

FLOOR TO COR:
 STORAGE AREA 1) 40,400 SF ± 115 OCCUPANTS
 PRINT SHOP AND OFFICE AREA 2) 3,500 SF ± 30 OCCUPANTS
 MAXIMUM OCCUPANTS: 145

1 LIFE SAFETY PLAN
 SCALE: 3/32" = 1'-0"

REVIEW DRAWINGS - NOT RELEASED FOR CONSTRUCTION



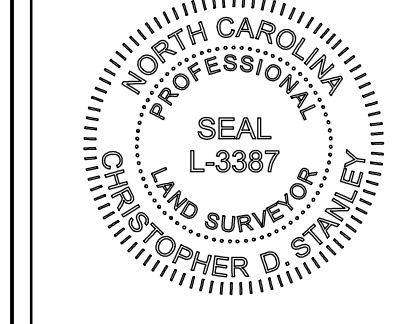
VICINITY MAP
NO SCALE

SURVEYOR'S CERTIFICATE

I CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 5185, PAGE 1356; THAT THE BOUNDARY LINES NOT SURVEYED ARE INDICATED AS DRAWN FROM INFORMATION IN BOOK 25, PAGE 80; THAT THIS GROUND SURVEY WAS PERFORMED AT THE 95 PERCENT CONFIDENCE LEVEL TO MEET FEDERAL GEOGRAPHIC DATA COMMITTEE STANDARDS; THAT THIS SURVEY WAS PERFORMED TO MEET THE REQUIREMENTS FOR A TOPOGRAPHIC SURVEY TO THE ACCURACY OF CLASS A AND VERTICAL ACCURACY WHEN APPLICABLE TO THE CLASS C STANDARD, AND THAT THE ORIGINAL DATA WAS OBTAINED ON APRIL 8TH, 2024; THAT THE SURVEY WAS COMPLETED ON AUGUST 1ST, 2024; THAT CONTOURS SHOWN AS [BROKEN LINES] MAY NOT MEET THE STATED STANDARD; AND ALL COORDINATES ARE BASED ON N.A.D. 83 (2011 ADJUSTMENT) AND ALL ELEVATIONS ARE BASED ON N.A.V.D. 88; THAT THE RATIO OF PRECISION IS 1:10,000; AND THAT THIS SURVEY IS OF AN EXISTING PARCEL OF LAND; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 16.1600), THIS 8TH DAY OF AUGUST, 2024.

Digitally signed by Christopher D Stanley
Date: 2024.08.07 05:54:06 -04'00'

PROFESSIONAL LAND SURVEYOR NC L-3387



GENERAL NOTES:

- 1. ADJOINING DEED REFERENCES BASED ON CURRENT INFORMATION FOUND IN THE BRUNSWICK COUNTY TAX OFFICE.
- 2. ACCORDING TO CURRENT FEMA FLOOD MAP # 3720108800K, THIS PARCEL APPEARS TO BE LOCATED IN THE FOLLOWING ZONE: "X", AREA OF MINIMAL FLOODING.
- 3. THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS, COVENANTS, RESTRICTIONS, RIGHT-OF-WAYS OF RECORD, GOVERNMENTAL ORDINANCES AND/OR REQUIREMENTS WHICH MAY LIMIT THE USE OF THIS PROPERTY, WHETHER SHOWN OR NOT SHOWN ON THIS SURVEY MAP.
- 4. THIS SURVEY PERFORMED AND MAP PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS THEREBY SUBJECT TO ANY FACTS WHICH MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH. USERS OF THIS PLAT SHOULD OBTAIN AN ACCURATE LEGAL OPINION AS TO OWNERSHIP WITHIN THE BOUNDARIES OF THIS PLAT.
- 5. ALL BEARINGS ARE BASED ON NC GRID NORTH (NAD83-NSRS 2011); ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES. US SURVEY FEET.
- 6. ELEVATIONS OBTAINED BY GPS UTILIZING NORTH CAROLINA REAL TIME NETWORK (RTN) AND ARE BASED ON N.A.V.D. 88 DATUM.
- 7. CONTOURS SHOWN AT ONE FOOT INTERVALS.
- 8. AREA BY COORDINATE METHOD.
- 9. TAX PARCEL NUMBER: 1810005807

LEGEND

LABEL	SYM.	DESCRIPTION
IP/RIF	●	IRON PIPE /ROD FOUND
IRS	○	1/2" REBAR SET
NGCS	⊕	GEODEIC MONUMENT
FFE	⊕	FINISHED FLOOR ELEV.
CONV	⊕	CABLE TV PEDESTAL
TPED	⊕	TELEPHONE PEDESTAL
ICV	⊕	IRRIGATION VALVE
PP	○	POWER POLE
EB	⊕	ELECTRIC BOX
LP	⊕	LIGHT POLE
LSA	⊕	LANDSCAPE AREA
SCO	⊕	SEWER CLEANOUT
SV	⊕	SEWER VALVE
RPZ	⊕	REDUCED PRESSURE ZONE
FH	⊕	FIRE HYDRANT
WM	⊕	WATER METER
GS	⊕	SPOT ELEVATION
CB	⊕	CATCH BASIN
CI	⊕	CURB INLET
INV.	⊕	INVERT OF PIPE
OHE	⊕	OVERHEAD ELECTRIC
FFE	⊕	FINISHED FLOOR ELEVATION
SQ.FT.	⊕	SQUARE FEET
R/W	⊕	RIGHT OF WAY

UTILITY LOCATION STATEMENT
SUBSURFACE UTILITIES SHOWN HEREON ARE BASED ON EXISTING EVIDENCE FOUND AND CIVIL DRAWINGS PROVIDED FOR THIS PROJECT. COASTAL GEOMATICS, PLLC AND ITS EMPLOYEES MAKE NO GUARANTEE OR REPRESENTATION THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL OF SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED, AND DOES NOT CERTIFY THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION AS SHOWN HEREON. UTILITY LINES ARE SHOWN AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE AT THE TIME OF THIS SURVEY. THE OWNER/CONTRACTOR IS RESPONSIBLE FOR NOTIFYING NC 811 FOR UTILITY LOCATION PRIOR TO ANY EXCAVATION ON THIS SITE.

PROJECT CONTROL CORNER
NGCS MONUMENT "HORSE"
N=83154.44 FEET
E=2179960.67 FEET
NO GRID (NAD83/2011)
ELEVATION=42.41'(NAVD 88)

PAMELA HARDISTER
DEED BOOK 3778, PAGE 763
MAP CABINET 24, PAGE 128
PID 1810002402

SEWER LINES CONNECTIONS SHOWN BASED ON CIVIL PLANS PREPARED BY EAST COAST ENGINEERING, PA AND ARE SHOWN APPROXIMATE.

3M HOSPITALITY, LLC
DEED BOOK 3235, PAGE 992
MAP CABINET 18, PAGE 388
PID 1810005805

HENRY & AMELIA BENNETT
DEED BOOK 5032, PAGE 757
MAP CABINET 18, PAGE 388
PID 1810005806

TOTAL AREA
3.64 ACRES
158,594 SQ.FT.

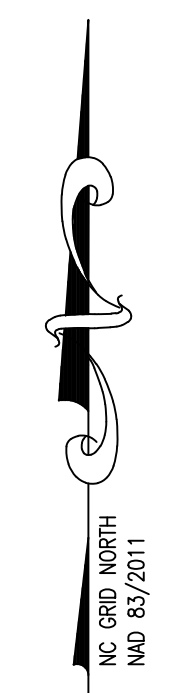
SINGLE STORY METAL BUILDING
45,424 SF
FFE= 38.2'
#3680

SINGLE STORY METAL BUILDING
12,042 SF
FFE=38.3'
#3676

SINGLE STORY METAL BUILDING
12,424 SF
FFE=38.0'
#3674

STORMWATER DATA TABLE

CATCH BASIN	RIM	INV.	BOTTOM		
CATCH BASIN A	36.70'	34.23'(15°HOPE)(NW)	33.68'		
CATCH BASIN B	36.70'	32.35'(24°HOPE)(NW)	31.87'		
CATCH BASIN C	37.20'	33.40'(15°HOPE)(NW)	33.32'(12°HOPE)(SW)	31.87'	
CATCH BASIN D	36.86'	34.43'(15°HOPE)(SW)	34.51'(6°HOPE)(NW)	34.35'(6°HOPE)(SW)	34.26'



THERE ARE EXISTING POWER, COMMUNICATION AND OTHER PUBLIC UTILITY LINES ALONG US HIGHWAY 17 AND EXPRESS DRIVE THAT ARE SUBJECT TO UTILITY EASEMENTS IN FAVOR OF THIRD PARTY ENTITIES. EASEMENT WIDTHS, WHICH MAY VARY, HAVE NOT BEEN DETERMINED AT THIS TIME AND SHALL BE VERIFIED PRIOR TO ANY DESIGN OR CONSTRUCTION ACTIVITIES.

COASTALGEOMATICS
LAND SURVEYING • MAPPING • PLANNING

Physical Address: 5041-3 Main Street, Shallotte, NC 28470
Mailing Address: Post Office Box 1560, Shallotte, NC 28459
Telephone: 910-356-1800 ~ www.coastalgeomatrics.com

Firm License # P-2248

BOUNDARY & TOPOGRAPHIC SURVEY FOR:
BRUNSWICK COUNTY BOARD OF EDUCATION

TAX PARCEL #1810005807
OF THE LANDS CLAIMED IN DEED BOOK 5185, PAGE 1356
SHALLOTTE TOWNSHIP, BRUNSWICK COUNTY, NORTH CAROLINA

Date: 08-06-2024
Scale: 1" = 30'
Drawn By: DMIL/CDS
Checked By: CDS

PRELIMINARY DRAWING
NOT CERTIFIED FOR RECORDING, SALES OR CONVEYANCE WITHOUT ORIGINAL SEAL & SIGNATURE



**BRUNSWICK COUNTY SCHOOLS
OPERATIONS**





TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

Post Office Box 2287 • Shallotte, North Carolina 28459

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

October 21, 2024

Town of Shallotte Technical Review Committee

Brunswick County Schools
Attn: Grady Watkins
35 Referendum Dr.
Bolivia, NC 28422
RE: Brunswick County Schools Storage Operations

Grady Watkins,

Attached are notes and comments from the Technical Review Committee in regards to the school operations project. I will need responses to each comment as well as revised preliminary plans that reflect those comments and any updates.

The proposed use requires the issuance of a special use permit for operation. Special use permits are quasi-judicial in nature, and require a public hearing before the Board of Aldermen. As such, once satisfactory TRC responses and revised plans have been received, I will review the responses and plans, and add the project to the next available Aldermen agenda.

Feel free to reach out to me with any questions or concerns.

Best regards,

Brandon Eaton, CZO, CCEO
Town of Shallotte
Planner II/Code Administrator
Office: (910) 754-4032
beaton@townofshallotte.org

Town of Shallotte Planning

1. What is the total scope of the use of the building(s)?
2. Are all of the buildings on the site plan included in the project or just the former furniture store?
3. This building has lost any legal nonconforming status (grandfathering) from the prior use, due to the length of time since the prior use was operational. As such, the current use must meet all current UDO requirements, including signage.
4. Have conversations taken place with the Senior Center about fire apparatus access to the proposed new senior living development adjacent to the school operations project? If so, what sort of agreement would be in place?

Brandon Eaton – Town Planner - beaton@townofshallotte.org

Robert Waring- Planning Director/Assistant Town Administrator rwaring@townofshallotte.org

Stormwater

1. No Town stormwater comments at this time.

David Bowman – Town of Shallotte Engineer - dbowman@atmc.net

Zoning

1. Must complete Zoning permit application and all fees must be paid prior to zoning permit approval.
2. Sign permit will be reviewed and issued separately.

Zoning/Utilities

No further comments.

Debra White, CZO, Development & Regulatory Compliance Manager - Town of Shallotte PO Box 2287
Shallotte, NC 28459 – (910) 754-4032 debratos@outlook.com

Brunswick County Utilities

1. Brunswick County Utilities did not submit comments to TRC.

William L. Pinnix, P.E. - Director of Engineering, Brunswick County - Office: 910.253.2408 - Cell: 910.409.2557 - Fax: 910.253.2704 - william.pinnix@brunswickcountync.gov

Shallotte FD

1. Existing structure to comply with the Brunswick County Fire Prevention Ordinance
2. See Brunswick County Fire Code Official's comments.

Paul F. Dunwell, IV, Town of Shallotte Fire/Rescue Chief; Emergency Management Coordinator-
pdunwell@townofshallotte.org (910) 754-6262

Brunswick County Plan Review (Fire Inspection & Floodplain)

1. No comments. If building is used for high-piled storage in accordance with NC Fire Code then will need to access that for any changes.

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

Brunswick County 911 Communications

Recommendations and notes:

1. No comment from 911.

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

Brunswick County Floodplain Administration

1. No floodplain comments.

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

Brunswick County Building Inspections Plan Review

1. No comment from County Code Department.

Jeff McIntosh, Building Plans Reviewer III Brunswick County - jeff.mcintosh@brunswickcountync.gov

NCDOT

1. DOT has not currently submitted comments.

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

Shallotte Public Utilities

1. No comments from Public Utilities

Town of Shallotte – Public Works Utility Supervisor - dformyduval@townofshallotte.org



BRUNSWICK COUNTY SCHOOLS

35 Referendum Drive • Bolivia, North Carolina 28422 • Phone: 910-406-5100 • Fax: 866-293-0649

November 18, 2024

Property: 3680 Express Dr, Shallotte

Response to questions from Technical Review Committee dated October 21,2024.

Town of Shallotte Planning

1. Brunswick County Schools will be using the above structure to store various types of school furniture and various school records. No material will be stored over 6 feet high. There will be an interior copy room that will have a number of copying machines, binding equipment and computers. This will be used for internal printed material and forms only. No commercial printing will be allowed. There will be no hazardous materials stored or used in the structure. There will be no exterior structures or additions with the exception of a new sign and lettering on the front gable of the building.
2. This project is just for the existing warehouse and will not include any other building on the property.
3. Brunswick County Schools understand the building has lost any nonconforming or grandfathering status.
4. Brunswick County Schools has not had any formal or substantial conversations in relation to a proposed new senior living development about fire apparatus access. Nor has Brunswick County Schools entered into an agreement for a fire apparatus access.

Zoning

The Application for Zoning permit and Sign permit has been submitted.

Shalotte Fire Department

The building has an existing fire alarm and fire suppression system.

Brunswick County Plan Review (Fire Inspection)

There will be no items stored above 6' in height



BRUNSWICK COUNTY SCHOOLS

35 Referendum Drive • Bolivia, North Carolina 28422 • Phone: 910-406-5100 • Fax: 866-293-0649

11/15/2024, 2024

Property: 3680 Express Dr, Shallotte

Special Use Application Standards.

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

Brunswick County Schools will not store or have on the premises any hazardous material inside or outside of the building that would endanger the health and or safety of the public and our employees. The items that will be stored consist of classroom furniture, educational books, files and records required by the State, possibly some electronics such as desktop and laptop computers. There will also be a work room with copying, binding and packaging equipment. This will be for internal use only (forms, educational documents, presentation material). Nothing will be stored at a height over 6'. The building has an existing fire alarm and fire suppression system.

2. That the use will not substantially injure the value of adjoining or abutting property.

Brunswick County Schools has a very high standard regarding the maintenance, grounds upkeep, and appearance of our properties. This property would be no exception. The improvements to the building and grounds will improve the curb appeal and will be an asset to the surrounding properties. There will be nothing stored around the exterior of the property.

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

The previous owner of the property did have a retail business there but 95% of the building was used as a furniture warehouse. Brunswick County Schools intend to use the building in the same fashion. The improvements to the building and high level of maintenance will enhance the appearance and will improve harmony with the surrounding properties and business.

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

The use of this structure will greatly enhance Brunswick County Schools ability to service not only Shallotte Middle School but all 21 of our schools in a more timely, efficient and cost saving manner.

Purchasing learning related items such as books, computers, desks and chairs in bulk tremendous amount of much needed funds. Since the building already exists there will be no extra burden placed on the town to provide infrastructure such as sewer and water. Brunswick County Schools believes this building use will be conforming with the Town of Shallotte Land Use Plan, UDO, Thoroughfare Plan and any other plan approved by the Board of Aldermen.

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

The Civil Engineer drawing shows adequate ingress and egress. There will be 2 employees at the building on a daily basis so there will be no congestion or negative impact on the traffic pattern for Express Dr. There is an abundance of parking on the property. There is existing drainage on the property. The existing utilities are adequate for our use. There is a male and female restroom inside the building. There will be a small dumpster located at the rear of the building for any debris.

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

Brunswick County Schools believes the use of the building at 3680 Express Dr. meets all required conditions and specifications established by the Board of Aldermen.



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

The Town of Shallotte Board of Aldermen met and considered the following application on the 7th day of January, 2025.

File Number:	SUP #24-10
Final Action Date:	1/07/2025
Formal Hearing Date:	1/07/2025
Project Name:	Brunswick County Schools Operations Center
Applicant:	Grady Watkins
Location:	3680 Express Dr.
Tax Parcel Number:	1810005807
Acreage:	+/- 3.79 ac
Zoning District:	HB
Proposed Use:	Operations, printing, and storage for Brunswick Co. Schools

Section 1 - Application

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

Completeness of Application [check one]:

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

Compliance with the UDO requirements [check one]:

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

Section 2 – Specific Findings of Fact

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

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

- That the use will not materially endanger the public health and safety.
Brunswick County Schools will not store or have on the premises any hazardous material inside or outside of the building that would endanger the health and or safety of the public and our employees. The items that will be stored consist of classroom furniture, educational books, files and records required by the State, possibly some electronics such as desktop and laptop computers. There will also be a work room with copying, binding and packaging equipment. This will be for internal use only (forms, educational documents, presentation material). Nothing will be stored at a height over 6'. The building has an existing fire alarm and fire suppression system.
- That the use will not substantially injure the value of adjoining or abutting property (or alternatively, that it be a public necessity).
Brunswick County Schools has a very high standard regarding the maintenance, grounds upkeep, and appearance of our properties. This property would be no exception. The improvements to the building and grounds will improve the curb appeal and will be an asset to the surrounding properties. There will be nothing stored around the exterior of the property.
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The Civil Engineer drawing shows adequate ingress and egress. There will be 2 employees at the building on a daily basis so there will be no congestion or negative impact on the traffic pattern for Express Dr. There is an abundance of parking on the property. There is existing drainage on the property. The existing utilities are adequate for our use. There is a male and female restroom inside the building. There will be a small dumpster located at the rear of the building for any debris.

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

Brunswick County Schools believes the use of the building at 3680 Express Dr. meets all required conditions and specifications established by the Board of Aldermen.

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

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

Section 3 – Final Signature

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

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

The foregoing decision was rendered by the Board of Aldermen on the 7th day of January, 2025 and a written copy of this decision was filed with the official minutes of that meeting in the Office of the Town Clerk and served by certified mail, return receipt

requested, on the _____ day of _____, 2025.

Mayor, Town of Shallotte

Town Clerk

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

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

WITNESS my hand and notarial seal this 7th day of January, 2025.

Notary Public

(NOTARY SEAL/STAMP)

My commission expires: _____



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: SUP 24-13

FROM: Brandon Eaton, Planner II

MEETING DATE: 1-07-2025

DATE SUBMITTED:

ISSUE/ACTION REQUESTED:

PUBLIC HEARING: YES NO

(1) Conduct a quasi-judicial hearing for the proposed Special Use Permit (SUP) as submitted by Chris Stanley, on behalf of Stanley Investments, for a proposed office/warehouse space located at 4636 East Coast Ln. (Parcel ID # 1970002005).

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

BACKGROUND/PURPOSE OF REQUEST:

The property is a 2.32-acre vacant parcel, zoned Highway Business (HB), located at 4636 East Coast Ln. (Parcel ID: 1970002005).

The applicant intends to construct a multi-unit office facility with added warehouse space. Uses that include a warehouse require a special use permit to be issued.

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

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

FISCAL IMPACT:

- BUDGET AMENDMENT REQUIRED:** 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: N/A

STAFF RECOMMENDATION:

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

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. SUP Application
2. Site & Landscape Application
3. Site Plans
4. Project elevations
5. TRC Notes & Response Memo
6. Applicant's findings/justification responses
7. Final SUP

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



APPLICATION FOR SPECIAL USE

<i>Official Use Only</i>	
P&Z #:	_____
Date Rec'd:	_____
Rec'd By:	_____
Amount Paid: \$	_____

ALL MATERIAL NEEDED SUPPORT THIS APPLICATION WILL HAVE TO BE PRESENTED BY THE APPLICANT AT THE SUP HEARING

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

All applications for special use must be complete and accompanied by the permit fee of **\$360.00** (150.00 application, \$180.00 public notice fee, \$30.00 recording fee), payable in cash or by check made to the Town of Shallotte. Applicants will also be responsible for any additional cost of public notices, which will be billed at a later time. All fees must be paid in full before a Zoning Permit will be issued and before an application will be submitted for review by the Board of Aldermen. Applicants or their agents are responsible for attending the Board of Aldermen meeting where this application will be considered.

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

Project Name: Coastal Business Park		
SECTION 1: APPLICANT INFORMATION		
Applicant Name: Chris Stanley		
Mailing Address: Post Office Box 1560, Shallotte, NC 28459		
Phone: 910-443-3484	Fax:	Email: chris@coastalgeomatics.com
SECTION 2: PROPERTY OWNER INFORMATION (if different from above)		
Owner Name(s): Stanley Investment 1, LLC		
Mailing Address: Post Office Box 1560, Shallotte, NC 28459		
Phone:	Fax:	Email:
SECTION 3: PROPERTY INFORMATION		
Street Address and/or Description of Location: 4636 East Coast Lane		
Parcel ID #(s): 1970002005	Total Site Acres or Square Feet: 2.32 Acres	
Current Zoning District(s):		
SECTION 4: USE INFORMATION		
Detailed Description of Proposed Use (attach additional sheets as necessary): Commercial Flex Space		

Use Classification (from Table of Uses): Office & Warehouse

SECTION 5: SPECIAL USE STANDARDS

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

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

SECTION 6: SUPPLEMENTAL INFORMATION REQUIRED

Each application for special use must include:

- An application fee of \$360.00 in cash or check made payable to the Town of Shallotte.
- A Site/Landscaping Plan Application with required plans containing all required information from the Unified Development Ordinance.*
- One (1) 8.5' x 11' front building elevation indicating façade materials and colors.*
- A notarized letter of authorization if acting as the agent for the property owner(s).

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

SECTION 7: APPLICANT/OWNER SIGNATURE

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



Signature: _____ Date: 12-04-2024

Official Use Only

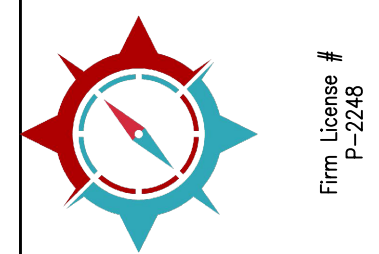
TRC Meeting Date: _____ Recommendation: _____ Staff: _____

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

Revisions

10-03-2024: REVISED PER TOWN OF SHALLOTTE TRC COMMENTS

COASTALGEOMATICS LAND SURVEYING • MAPPING • PLANNING



COMMERCIAL SITE PLAN: COASTAL BUSINESS PARK

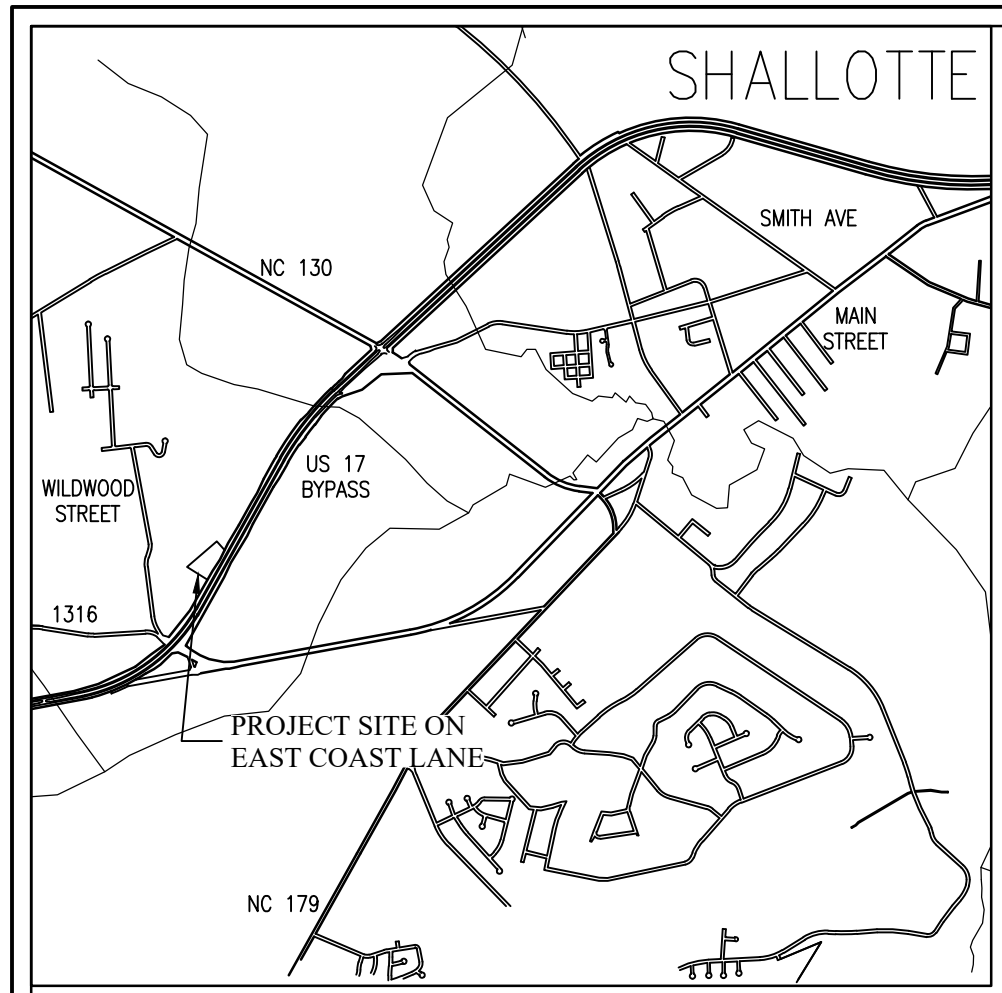
Date: 08-16-2024 Scale: 1"=30'

Drawn By: CDS Checked By: CDS

TOWNSHIP: SHALLOTTE COUNTY: BRUNSWICK STATE: NC

PRELIMINARY DRAWING NOT CERTIFIED FOR RECORDING, SALES OR CONVEYANCE WITHOUT ORIGINAL SEAL & SIGNATURE

SITE PLAN PROJECT NO. 2212-33



VICINITY MAP NO SCALE

SITE INFORMATION: OWNER & DEVELOPER: STANLEY INVESTMENT 1, LLC... TAX PARCEL NUMBER: 1970002005... DEED REFERENCE: BOOK 5052, PAGE 1140... TOTAL PROJECT AREA= 2.32 ACRES (101,171 SF)

CURRENT ZONING: TOWN OF SHALLOTTE: HIGHWAY BUSINESS (HB) THIS PROJECT IS LOCATED WITHIN SHALLOTTE CITY LIMITS.

BUILDING SETBACKS: FRONT=20', REAR=20', SIDES=10' MAXIMUM BUILDING HEIGHT=40'

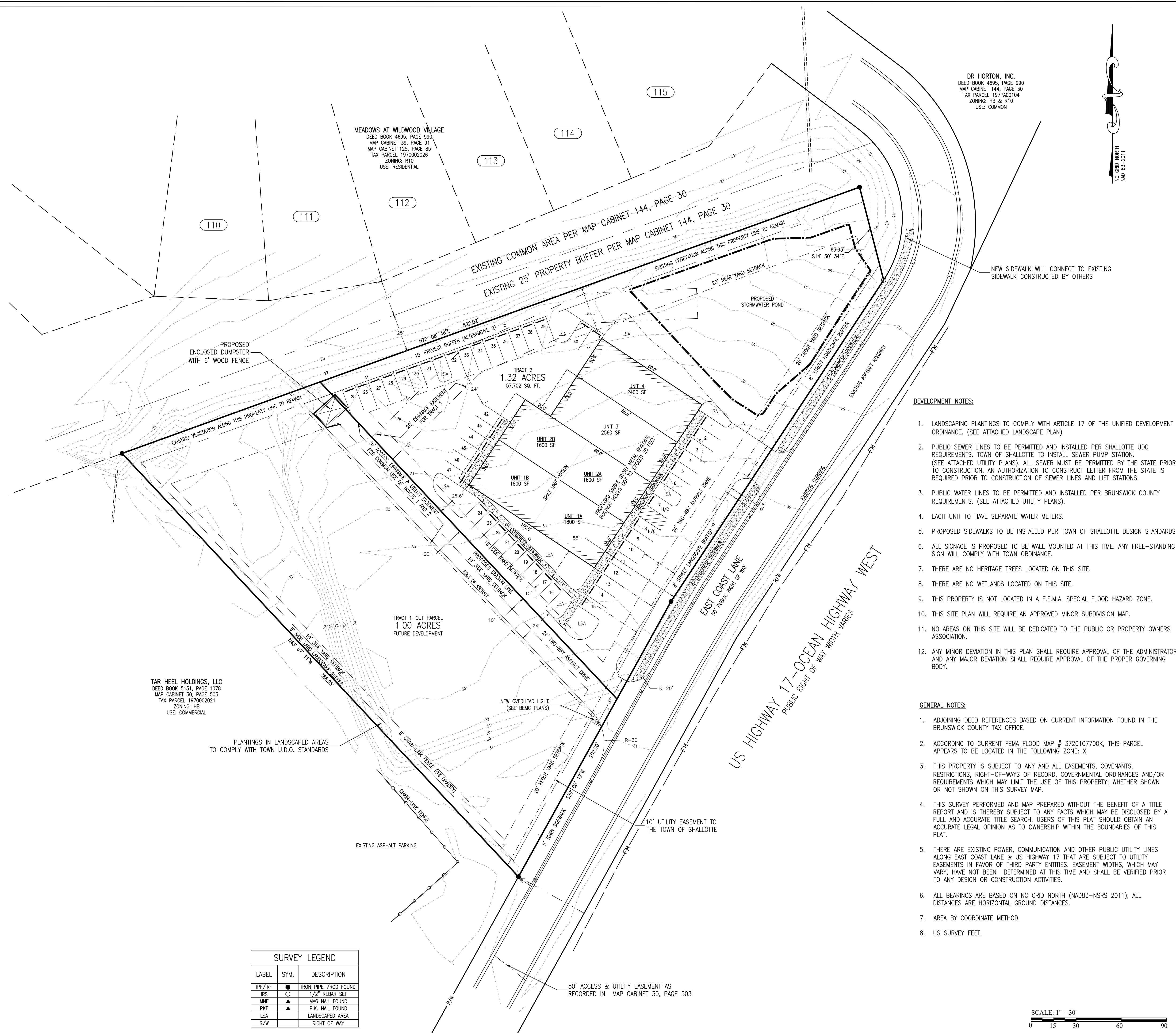
TRAFFIC & PARKING: TRACT 1: FUTURE DEVELOPMENT TRACT 2: TOTAL PARKING SPACES PROVIDED=47... MIN REQUIRED SPACES: 1 PER 375 SF OF GROSS FLOOR AREA= 32... MAX REQUIRED SPACES: 1.5 PER 375 OF GROSS FLOOR AREA=47... ALL SPACES ARE 9' WIDE BY 18' DEEP... NO CONCRETE CURB & GUTTER ON DRIVEWAYS

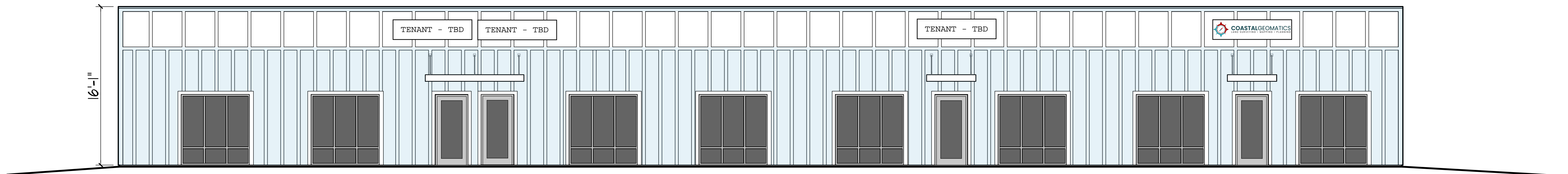
Table with 2 columns: Proposed Impervious Area and Future Impervious Area. Rows include Tract 1 and Tract 2 with various metrics like total area, building area, and parking area.

PROPOSED PERMITTED USES UNDER PUBLIC & CIVIC, RECREATION, ENTERTAINMENT, PUBLIC ASSEMBLY, COMMERCIAL SALES & RENTALS, OFFICE AND COMMERCIAL SERVICE

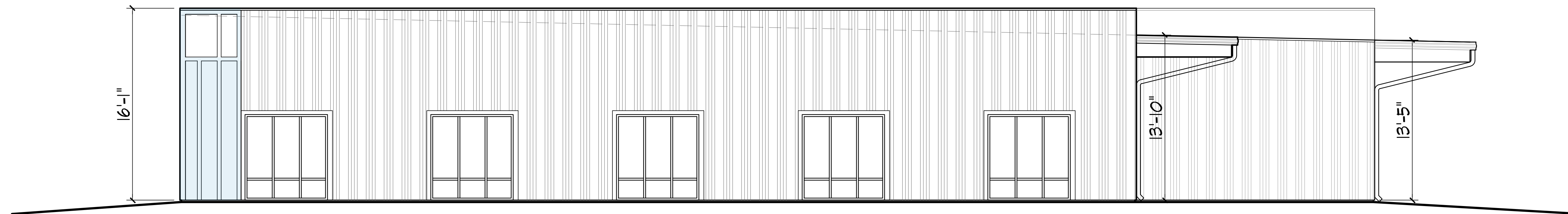
- List of permitted uses: ART STUDIO/ANTIQUES, AUTO GLASS & MIRROR, BAIL BONDING, BARBER & BEAUTY, BOOK STORE, BREWERY, CALL CENTER, CARPET & RUG SALES, CHURCH, CIVIC/FRATERNAL/NON-PROFITS, CLEANING COMPANY, COFFEE SHOP, COMPUTER REPAIR, CONTRACTOR-HVAC, CONTRACTOR-BUILDER, (ATTORNEY/ENGINEER/HEALTH), CONTRACTOR-ELECTRICAL, CONTRACTOR-GUTTERS, CONTRACTOR-PLUMBER, CONTRACTOR-SPECIAL TRADES, DANCE STUDIO, DAY CARE, DIALYSIS CENTER, DRY CLEANERS, DOORS & WINDOWS, DRUG REHAB (OUT-PATIENT), ELECTRONIC DATA PROCESSING, EVENT MANAGEMENT, FARM SUPPLY, FLORIST, FOOD BANK, FOOD SERVICE, FURNITURE REPAIR, GAMING ENTERTAINMENT, GOVERNMENT BUILDINGS, GYM/FITNESS/HEALTH CLUB/SPA, LANDSCAPE COMPANY, LOCKSMITH, MEDICAL RESEARCH/LABORATORY, PAWN SHOP, PET GROOMING, PET SALE & SUPPLY, PHOTOGRAPHY STUDIO, PRINTING & PUBLISHING, PRIVATE POST OFFICE, PRIVATE SCHOOL, PROFESSIONAL OFFICE, PROPERTY MAINTENANCE, REALTOR, REPAIR SHOP (SMALL APPLIANCES), RETAIL SALES, SECURITY COMPANY, VACATION RENTAL SUPPLY, VETERINARY, WHOLESALE MERCHANTS, WINE SHOP

SURVEY LEGEND table with columns: LABEL, SYM., DESCRIPTION. Includes symbols for iron pipe/rod found, 1/2" rebar set, mag nail found, P.K. nail found, landscaped area, and right of way.

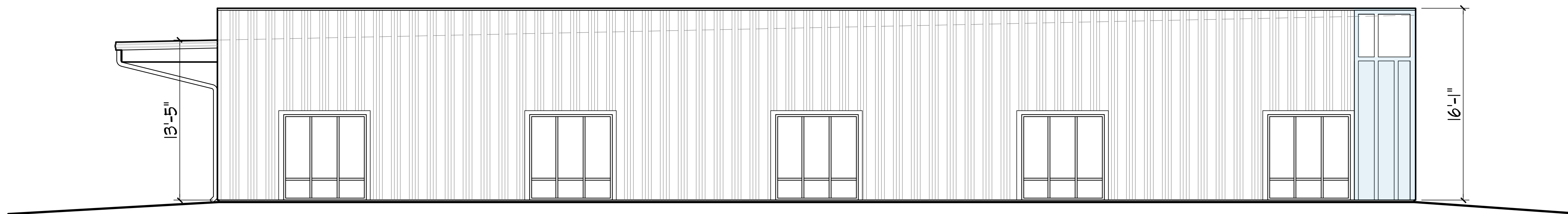




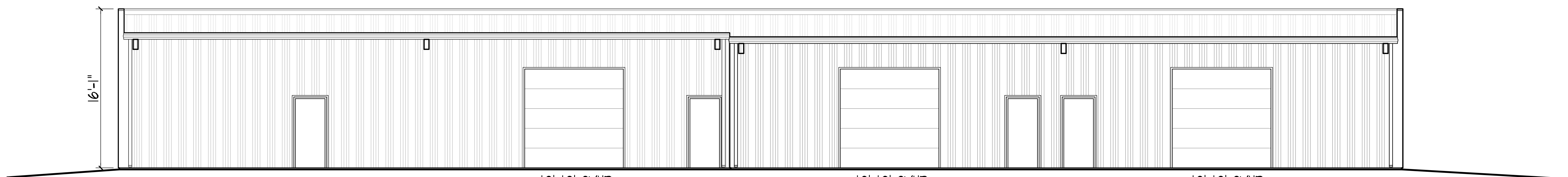
Front Elevation SCALE: 3/16" = 1'-0"



Right Side Elevation SCALE: 3/16" = 1'-0"



Left Side Elevation SCALE: 3/16" = 1'-0"



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

PROJECT TITLE:
New Building for:
Stanley Investment
East Coast Lane
Shallotte, NC

DESIGNED BY
E.G. SMITHSON & ASSOCIATES, INC.
A PROFESSIONAL CORPORATION
P.E. Corp. #C-1189
Arch. Cert. #51275
P.O. Box 1731
1661 South Wesleyan Blvd.
Rocky Mount, North Carolina 27802
Phone (252) 977-3055 Fax (252) 985-2864
www.smithsonnet.com

GENERAL CONTRACTOR
SMITHSON
P.O. Box 1731
1661 South Wesleyan Blvd.
Rocky Mount, North Carolina 27802
Phone (252) 977-3055 Fax (252) 985-2864
NC GC LIC #11513-U

Preliminary-Not for construction

KEY PLAN:

PROJECT NORTH

DRAWING SET:

	DATE
X PRELIMINARY	
X PRELIMINARY BID SET	
X ISSUED FOR PERMIT	
X ISSUED FOR CONSTRUCTION	

REVISIONS:

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

DRAWING TITLE:
Elevations

DRAWN BY: Lieke Y.
SCALE: As Shown
ISSUE DATE: 07/25/2023

PROJECT NO.: A028 Job No: 23-

A2



TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

Post Office Box 2287 • Shallotte, North Carolina 28459

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

December 18, 2024

Town of Shallotte Technical Review Committee

Stanley Investment 1, LLC
Attn: Chris Stanley
PO Box 1560
Shallotte, NC 28459
RE: Coastal Business Park

Chris Stanley,

Attached are notes and comments from the Technical Review Committee in regards to the Coastal Business Park project. I will need responses to each comment as well as revised preliminary plans that reflect those comments and any updates.

The proposed use requires the issuance of a special use permit for the included warehouse use. Once satisfactory TRC responses and revised plans have been received, I will review the responses and plans, and add the project to the next available Board of Aldermen meeting for a public hearing.

Feel free to reach out to me with any questions or concerns.

Best regards,

Brandon Eaton, CZO, CCEO
Town of Shallotte
Planner II/Code Administrator
Office: (910) 754-4032
beaton@townofshallotte.org

Town of Shallotte Planning

- 1. Stormwater facility needs to be adjusted so as not to extend into required street buffer.
- 2. Please include the results of the required tree survey in accordance with UDO Section 17-4.
- 3. Please provide copies of all approved state issued permits, including NCDEQ & NCDOT permits.
- 4. **Please note, once issued, the SUP is for the warehouse use listed on the submitted plans. Each unit occupant must obtain a use permit for each individual use. Any use requiring a special use permit under the Town’s UDO must obtain a separate SUP.**

Brandon Eaton – Town Planner - beaton@townofshallotte.org
 Robert Waring- Planning Director/Assistant Town Administrator rwaring@townofshallotte.org

Stormwater

- 1. No Town stormwater comments at this time.

David Bowman – Town of Shallotte Engineer - dbowman@atmc.net

Zoning

- 1. Sewer assessment fees are based on Commercial (retail) use. If the use is different, please let me know and I will adjust the fee schedule (see attached fee schedule).
- 2. Must complete Zoning permit application and all fees must be paid prior to zoning permit approval.
- 3. Sign permit will be reviewed and issued separately.

Zoning/Utilities

- 1. Page 1 Site Plan under "Development Notes: #2 - Public Water is to be installed by Brunswick County, instead Town of Shallotte.
- 2. If these are to be rental units, to avoid the property owner being responsible for sewer bills, we recommend each unit to be separately metered for water. Sewer fees are measured by water meters.
- 3. Detailed utility plans must be submitted to the town engineer (dbowman@atmc.net) for his comments.
- 4. All sewer must be permitted by the state prior to construction of sewer lines, lift-stations, etc.
- 5. You must have an "Authorization to Construct" letter from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.
- 6. A final for the state permits will be required prior to Final Plat or any sewer connections.
- 7. Correct As-built in CAD form need to be submitted to the Town’s engineer prior to c/o.
- 8. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town.
- 9. Landscape cannot block access sewer meter and lines or lift station(s).

Debra White, CZO, Development & Regulatory Compliance Manager - Town of Shallotte PO Box 2287
 Shallotte, NC 28459 – (910) 754-4032 debratos@outlook.com

Brunswick County Utilities

- 1. Brunswick County Utilities did not submit comments to TRC.

William L. Pinnix, P.E. - Director of Engineering, Brunswick County - Office: 910.253.2408 - Cell: 910.409.2557 - Fax: 910.253.2704 - william.pinnix@brunswickcountync.gov

Shallotte FD

- 1. The Brunswick County Fire Code Official will determine a project’s compliance with the fire code.
- 2. Coordinate witnessed fire flow verification with the Brunswick County Fire Marshal’s Office.

Paul F. Dunwell, IV, Town of Shallotte Fire/Rescue Chief; Emergency Management Coordinator-
pdunwell@townofshallotte.org (910) 754-6262

Brunswick County Plan Review (Fire Inspection & Floodplain)

1. Fire Apparatus Road across front of building exceeds 150 feet without an approved turnaround.
2. Fire flow will need to meet Table B105.1 of The Brunswick County Fire Prevention Ordinance depending on square footage and building construction type. Minimum is 1,500 GPM.
3. Fire development permit will be needed for the site by applying for Fire Application through BCMS portal with Brunswick County.
4. **Note - There are some uses that could potentially add a sprinkler system to the building if no fire separation would be wood working or A-2 occupancies like restaurants, high piled storage, etc. So please be aware of any occupancies or uses that might involve trigger fire protection requirements.**

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

***Brunswick County 911 Communications
Recommendations and notes:***

1. No comment from 911.

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

Brunswick County Floodplain Administration

1. No floodplain comments.

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

Brunswick County Building Inspections Plan Review

1. No comment from County Code Department.

Jeff McIntosh, Building Plans Reviewer III Brunswick County - jeff.mcintosh@brunswickcountync.gov

NCDOT

1. DOT has not submitted comments at this time.

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

Shallotte Public Utilities

Site Specific Notes

1. Sheet 1, Site Plan -- Planed uses as it relates to sewer utility – all uses shown should function with standard Myers 2hp duplex pump station, but a Brewery tends to use significant amounts of water and may exceed the capacity when combined with other uses.
2. Sheet C2, Utilities – Add location for 2” stainless tee and ball valve on opposite side of East Coast from left hand side facing of Outparcel #1 for future service.
3. Sheet C3, Utilities – Remove note calling out Barnes pump system.
4. Sheet C3, Utilities – Add location for 2” stainless tee and ball valve on opposite side of East Coast from left hand side facing of Outparcel #1 for future service.

See Also Appendix A “General Utility Notes Pertaining to TRC Review”

Town of Shallotte – Public Works Utility Supervisor - dformyduval@townofshallotte.org

Good morning, everyone,

Below are updated responses (IN BLUE) to comments received from the TRC meeting for our family project on East Coast Lane. Updated Plans are attached

Town of Shallotte Planning

- 1. Stormwater facility needs to be adjusted so as not to extend into required street buffer.
 - a. **The stormwater pond lines have been moved out of the street buffer as required.**
- 2. Please include the results of the required tree survey in accordance with UDO Section 17-4.
 - a. **There is a note shown on the revised Site Plan stating that no heritage trees exist on site.**
- 3. Please provide copies of all approved state issued permits, including NCDEQ & NCDOT permits.
 - a. **NCDEQ E&S permit is attached. NCDEQ SW permit is still under review.**
- 4. Please note, once issued, the SUP is for the warehouse use listed on the submitted plans. Each unit occupant must obtain a use permit for each individual use. Any use requiring a special use permit under the Town’s UDO must obtain a separate SUP.
 - a. **Owner Acknowledgement.**

Stormwater

- 1. No Town stormwater comments at this time.
 - a. **See attached stormwater calcs and plan for submittal to Town for their review.**

Zoning

- 1. Sewer assessment fees are based on Commercial (retail) use. If the use is different, please let me know and I will adjust the fee schedule.
 - a. **This has been determined a office/warehouse use. Debra White has provided sewer fees based on current plans.**
- 2. Must complete Zoning permit application and all fees must be paid prior to zoning permit approval.
 - a. **Our building contractor, Smithson, will complete zoning permit application and pay all permit fees.**
- 3. Sign permit will be reviewed and issued separately.
 - a. **No free-standing sign is proposed at this time. All signs will be attached to building.**

Zoning/Utilities

- 1. Page 1 Site Plan under "Development Notes: #2 - Public Water is to be installed by Brunswick County, instead Town of Shallotte.
 - a. **Corrected on updated Site Plan.**
- 2. If these are to be rental units, to avoid the property owner being responsible for sewer bills, we recommend each unit to be separately metered for water. Sewer fees are measured by water meters.

- a. **Utility plans have been updated to show individual sewer meters per rental unit.**
- 3. Detailed utility plans must be submitted to the town engineer (dbowman@atmc.net) for his comments.
 - a. **Utility plans have been provided (See attached). Sewer plans and documents have been provided to David Bowman, PE. Water to be permitted through Brunswick County.**
- 4. All sewer must be permitted by the state prior to construction of sewer lines, lift-stations, etc.
 - a. **Sewer PS design provided with permit docs for review and execution from Town. Once Town executes then they may be submitted to NCDEQ for final approval.**
- 5. You must have an “Authorization to Construct” letter from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.
 - a. **Sewer ATC will come from NCDEQ (pending)**
- 6. A final for the state permits will be required prior to Final Plat or any sewer connections.
 - a. **Owner Acknowledgement**
- 7. Correct As-built in CAD form need to be submitted to the Town’s engineer prior to c/o.
 - a. **Coastal Geomatics will perform as built surveys as required.**
- 8. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town.
 - a. **Owner acknowledgment.**
- 9. Landscape cannot block access sewer meter and lines or lift station(s).
 - a. **Landscape areas will not block access as required.**

Brunswick County Utilities

- 1. Brunswick County Utilities did not submit comments to TRC.
William L. Pinnix, P.E. - Director of Engineering, Brunswick County - Office: 910.253.2408 - Cell: 910.409.2557 - Fax: 910.253.2704 - william.pinnix@brunswickcountync.gov

Shallotte FD

- 1. The Brunswick County Fire Code Official will determine a project’s compliance with the fire code.
- 2. Coordinate witnessed fire flow verification with the Brunswick County Fire Marshal’s Office
 - a. **Application paid to Brunswick County Permitting. Brunswick County Utilities to perform test and provide info to project engineer.**

Brunswick County Plan Review (Fire Inspection & Floodplain)

- 1. Fire Apparatus Road across front of building exceeds 150 feet without an approved turnaround.
 - a. **Site Plan revised to add 24-foot access.**
- 2. Fire flow will need to meet Table B105.1 of The Brunswick County Fire Prevention Ordinance depending on square footage and building construction type. Minimum is 1,500 GPM.
 - a. **Fire Flow will reveal if 1500GPM is available at the hydrant.**
- 3. Fire development permit will be needed for the site by applying for Fire Application through BCMS portal with Brunswick County.

- a. **Fire Development Permit obtained. Fee has been paid. Awaiting test results (see attached email).**
- 4. Note - There are some uses that could potentially add a sprinkler system to the building if no fire separation would be wood working or A-2 occupancies like restaurants, high piled storage, etc. So please be aware of any occupancies or uses that might involve trigger fire protection requirements.
 - a. **We can designate the building as Mercantile (Primary) and Business (Secondary) on the Appendix B of the plans. This will not require any extra layers of drywall in partitions and will allow for "normal" (retail/offices) tenants, or a small restaurant with less than 50 seats. We will manage warehouse storage height by tenants through leasing agreements and otherwise avoid uses that may require sprinkler systems.**

Brunswick County 911 Communications Recommendations and notes:

- 1. No comment from 911.

Brunswick County Floodplain Administration

- 1. No floodplain comments.

Brunswick County Building Inspections Plan Review

- 1. No comment from County Code Department.
 - a. **Aaron Norton, PE (Smithson) will coordinate all building permits with Brunswick County.**

NCDOT

- 1. DOT has not submitted comments at this time.

Shallotte Public Utilities

Site Specific Notes

- 1. Sheet 1+Site Plan -- Planed uses as it relates to sewer utility. **See Revised Utility Plans**
- 2. Sheet C2, Utilities – Add location for 2” stainless tee and ball valve on opposite side of East Coast from left hand side facing of Outparcel #1 for future service. **See Revised Utility Plans**
- 3. Sheet C3, Utilities – Remove note calling out Barnes pump system. **See Revised Utility Plans**
- 4. Sheet C3, Utilities – Add location for 2” stainless tee and ball valve on opposite side of East Coast from left hand side facing of Outparcel #1 for future service. **See Revised Utility Plans**

It’s our understanding that the Town of Shallotte will install the pump station for this project.



COASTALGEOMATICS

LAND SURVEYING • MAPPING • PLANNING

Stanley Investment 1, LLC
SUP Section 6-8(B) Supplement Information

December 4, 2024

1. That the use will not materially endanger the public health and safety. **Proposed uses comply with all public safety rules. Business activity is common to similar uses in the area.**
2. That the use will not substantially injure the value of adjoining or abutting property (or alternatively, it be a public necessity). **Proposed uses are similar to adjoining property use to the south (construction materials, restaurants, multifamily, single family and retail related). Project boundary buffers, landscape buffers, and existing vegetation will be utilized to minimize impact on adjacent residential properties. Sidewalk extensions provided for common public use.**
3. That the use will be in harmony with the area in which it is to be located. **Property is located on US 17 business corridor and agrees with currently zoned uses.**
4. That the use will be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen. **Proposed uses conform with the town's support of light commercial along major corridors and other aspects of the Land Use Plan.**
5. That the use will have adequate facilities to provide ingress and egress designed to minimize traffic congestion on public streets and also have adequate utilities, access roads, drainage, sanitation, or other necessary infrastructure. **The proposed plan allows for internal traffic circulation and a double access point onto East Coast Lane. The new building will be served by Brunswick County water and Town of Shallotte Sewer.**
6. That the use meets all required conditions and specifications established by the Board of Aldermen. **Proposed use will comply with all conditions set forth by the Town of Shallotte.**



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

The Town of Shallotte Board of Aldermen met and considered the following application on the 7th day of January, 2025.

File Number:	SUP #24-13
Final Action Date:	1/07/2025
Formal Hearing Date:	1/07/2025
Project Name:	Stanley Investments
Applicant:	Chris Stanley
Location:	4636 East Coast Ln.
Tax Parcel Number:	1970002005
Acreage:	+/- 2.32 ac
Zoning District:	HB
Proposed Use:	Multi-unit leasable office space with warehousing

Section 1 - Application

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

Completeness of Application [check one]:

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

Compliance with the UDO requirements [check one]:

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

Section 2 – Specific Findings of Fact

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

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

- That the use will not materially endanger the public health and safety.
Proposed uses comply will all public safety rules. Business activity is common to similar uses in the area.
- That the use will not substantially injure the value of adjoining or abutting property (or alternatively, that it be a public necessity).
Proposed uses are similar to adjoining property use to the south (construction materials, restaurants, multifamily, single family and retail related). Project boundary buffers, landscape buffers, and existing vegetation will be utilized to minimize impact on adjacent residential properties. Sidewalk extensions provided for common public use.
- That the use will be in harmony with the area in which it is to be located.
Property is located on US 17 business corridor and agrees with currently zoned uses.
- That the use will be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen.
Proposed uses conform with the town’s support of light commercial along major corridors and other aspects of the Land Use Plan.

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

The proposed plan allows for internal traffic circulation and a double access point onto East Coast Lane. The new building will be served by Brunswick County water and Town of Shallotte Sewer.

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

Proposed use will comply will all conditions set forth by the Town of Shallotte.

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

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

Section 3 – Final Signature

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

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

The foregoing decision was rendered by the Board of Aldermen on the 7th day of January, 2025 and a written copy of this decision was filed with the official minutes of that meeting in the Office of the Town Clerk and served by certified mail, return receipt

requested, on the _____ day of _____, 2025.

Mayor, Town of Shallotte

Town Clerk

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

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

WITNESS my hand and notarial seal this 7th day of January, 2025.

Notary Public

(NOTARY SEAL/STAMP)

My commission expires: _____



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: REZ 24-29

FROM: Robert Waring, Planning Director

MEETING DATE: 1-07-2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED: Review rezoning petition REZ #24-29 and supporting documentation and take action upon the request. **PUBLIC HEARING:** YES NO

BACKGROUND/PURPOSE OF REQUEST: Michael Norton & Carolina Strand Properties, LLC. has submitted a petition for rezoning of property along Forest Street Extension. (PID# 18200177).

The property owner has requested that this parcel be zoned Multi-Family 14 (MF-14). The property is currently zoned Light Industrial (LI). The site is vacant and clear of significant vegetation.

The property is situated across from the County’s wastewater treatment plant. It is north of the Town’s fire training center. It directly abuts the Greenbay Village subdivision.

The property is accessed via the Hwy 17 intersection at Hwy 17 and Frontage Rd. This intersection is scheduled to be converted to a reduced conflict intersection by NCDOT sometime September, 2025 and have a two year construction period. The Town has approved plans for the FMJ PUD near Express Drive and has reviewed plans for the Forest St. PUD. These projects will include a connecting road when the projects are complete. Currently, there is no timeline for this.

The Town's 2018 Land Use Plan-Future Land Use Map identifies that area as "Industrial".

The proposed zoning is not consistent with future land use map. The use and lot size are compatible with the proposed zoning.

The surrounding properties are zoned as follows:

North-R-10

South-HI

East-R-10

West-HI

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:

At their December, 2024 meeting, the Planning Board voted unanimously to recommend approval of the rezoning request.

STAFF RECOMMENDATION:

The proposed change is not consistent with the current FLU Map.

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Rezoning Application
2. Area maps
3. Industrial Description
4. Table of Permitted Uses
5. Planning Board Statement of Consistency
6. Draft Statement of Consistency

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

OTHER:

[Empty rectangular box for additional information]



REZONING PETITION

<i>Official Use</i>	Section VII, Item 4.
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 petitions for rezoning must be complete and accompanied by the application fee of \$150.00 plus a \$90.00 advertising fee, payable in cash or by check made to the Town of Shallotte. Applicants will also be responsible for any additional advertising costs, which will be billed at a later time. All fees must be paid in full before an application will be submitted for review by the Planning Board or Board of Aldermen. Applicants are responsible for attending all Planning Board and Board of Aldermen meetings where this application will be considered.

A rezoning is a change in the zoning of a tract of land. Rezonings are also known as map amendments and are amendments to the Unified Development Ordinance (UDO). Article 9 of the UDO describes the zoning districts within the Town's zoning jurisdiction. Article 10 identifies which uses are allowable in each zoning district and whether a use is permitted by right or as a conditional use. Article 4 describes the procedures for amending the UDO.

Project Name (if applicable): N/A		
SECTION 1: APPLICANT INFORMATION		
Petitioner Name: Michael Norton & Carolina Strand Properties LLC		
Mailing Address: 1340 Sunnyside Street SW, Shallotte NC 28470		
Phone: 910-367-6869	Fax: _____	Email: compasspointe@atmc.net
SECTION 2: PROPERTY OWNER INFORMATION (if different from above)		
Owner Name(s): _____		
Mailing Address: _____		
Phone: _____	Fax: _____	Email: _____
SECTION 3: PROPERTY INFORMATION		
Street Address and/or Description of Location: 570 Forest St Ext NW, Shallotte		
Parcel Tax ID #(s): 18200177	Total Site Acres or Square Feet: 15.62	
Current Zoning District(s): LI		
Proposed Zoning District(s): MF-14		
NOTE: If any portion of a proposed zoning district boundary does not follow an existing property line, the petition must include fifteen (15) 24" x 36" maps prepared by a licensed surveyor providing bearings and distances of such zoning district boundaries.		

SECTION 4: LAND USE COMPATIBILITY ANALYSIS

Future Land Use Map designation: **Industrial**

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

Please explain why the proposed zoning is or is not consistent with the Land Use Plan and other adopted plans (use additional sheets as necessary):
See Attached Sheet

SECTION 5: STATEMENT OF REASONABLENESS

Please describe why the proposed rezoning is reasonable, including how it is appropriate in relation to its surroundings and how it benefits the town and the neighboring properties (use additional sheets as necessary):
See Attached Sheet

SECTION 6: SUPPLEMENTAL INFORMATION REQUIRED

- Each rezoning petition use must include:
- An application fee of \$150.00 plus \$90.00 advertising fee in cash or check made payable to the Town of Shallotte.
 - If any portion of a proposed zoning district boundary does not follow an existing property line, the petition must include three (3) paper maps and one (1) digital copy (PDF, CAD, or GIS file) prepared by a licensed surveyor providing bearings and distances of such zoning district boundaries.
 - A notarized letter of authorization, if acting as the agent for the property owner(s).

SECTION 7: APPLICANT/OWNER SIGNATURE

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

Signature: *Michael A. Font* Date: 11-26-24

Official Use Only

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

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

ATTACHMENT TO REZONING PETITION

SECTION 4: LAND USE COMPATIBILITY ANALYSIS

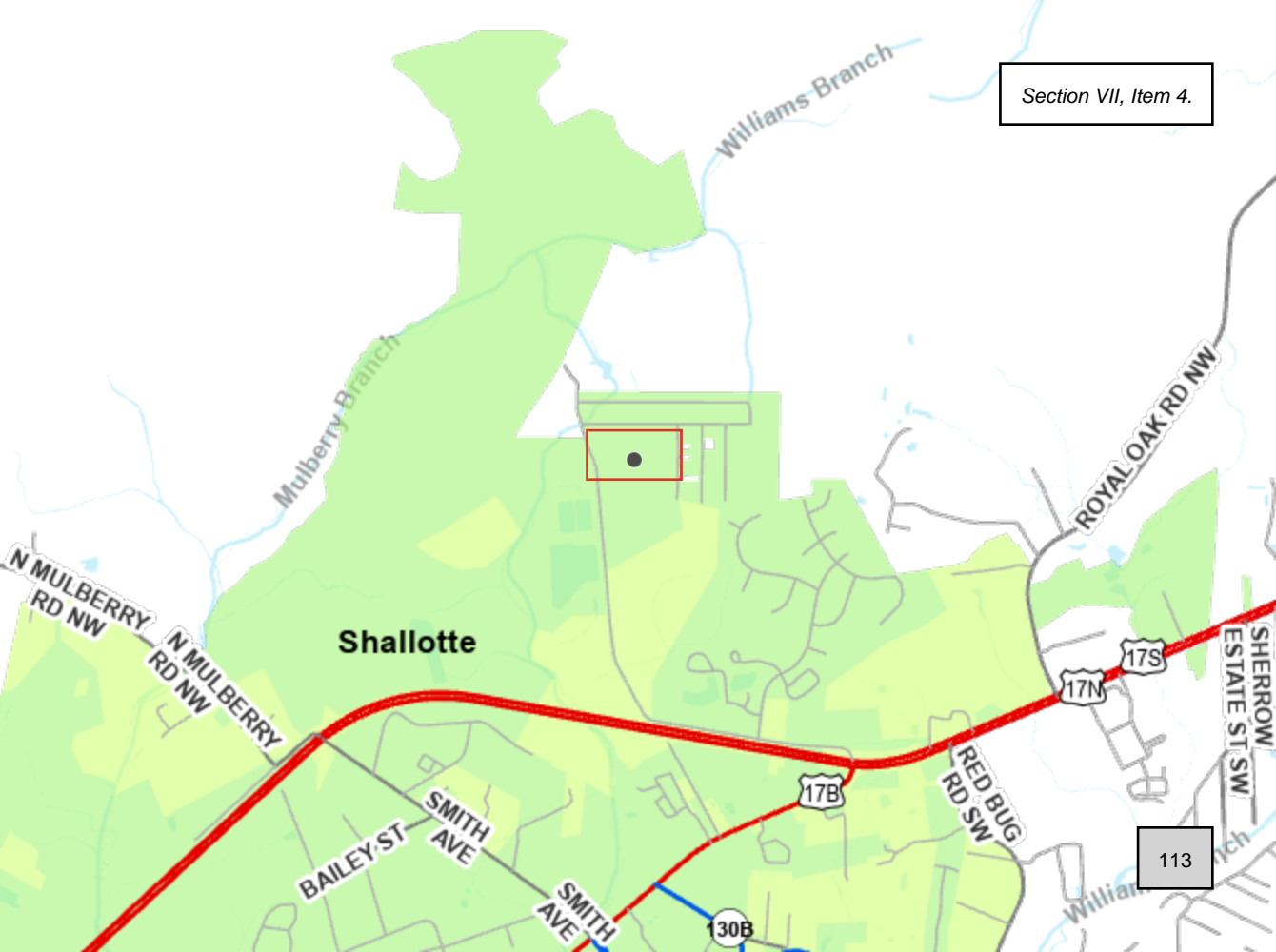
Though the proposed zoning is not directly consistent with the 2016 Land Use Map Industrial use overlay for this specific parcel, it is important that Land Use Plans are not necessarily intended to serve as a boundary on a parcel-by-parcel basis, especially since parcels can be combined or subdivided. Future land use overlays often broadly depict anticipated use over general areas, and transitional areas between boundaries can exist and are appropriately allowed. Thus, transitional zoning types exist and become reasonable considerations in rezoning requests.

Heavy Industrial (HI) or Light Industrial (LI) are the current Town zoning districts that match the current Industrial use overlay for the subject parcel, and the MF-14 zoning designation is directly consistent with Section 9-1 (A) of the Town of Shallotte UDO to “serve as transitional zones between high intensity and low intensity land uses”. The MF-14 district would be an appropriate application for transitioning from HI to the adjacent Medium Density Residential use designation on the Land Use Plan. This is also consistent with the past decade of development in this area and current understanding of future land use planning efforts. This parcel is positioned to allow it to uniquely serve as a transition from the HI properties currently owned and utilized by the Town and County to the abutting residential uses.

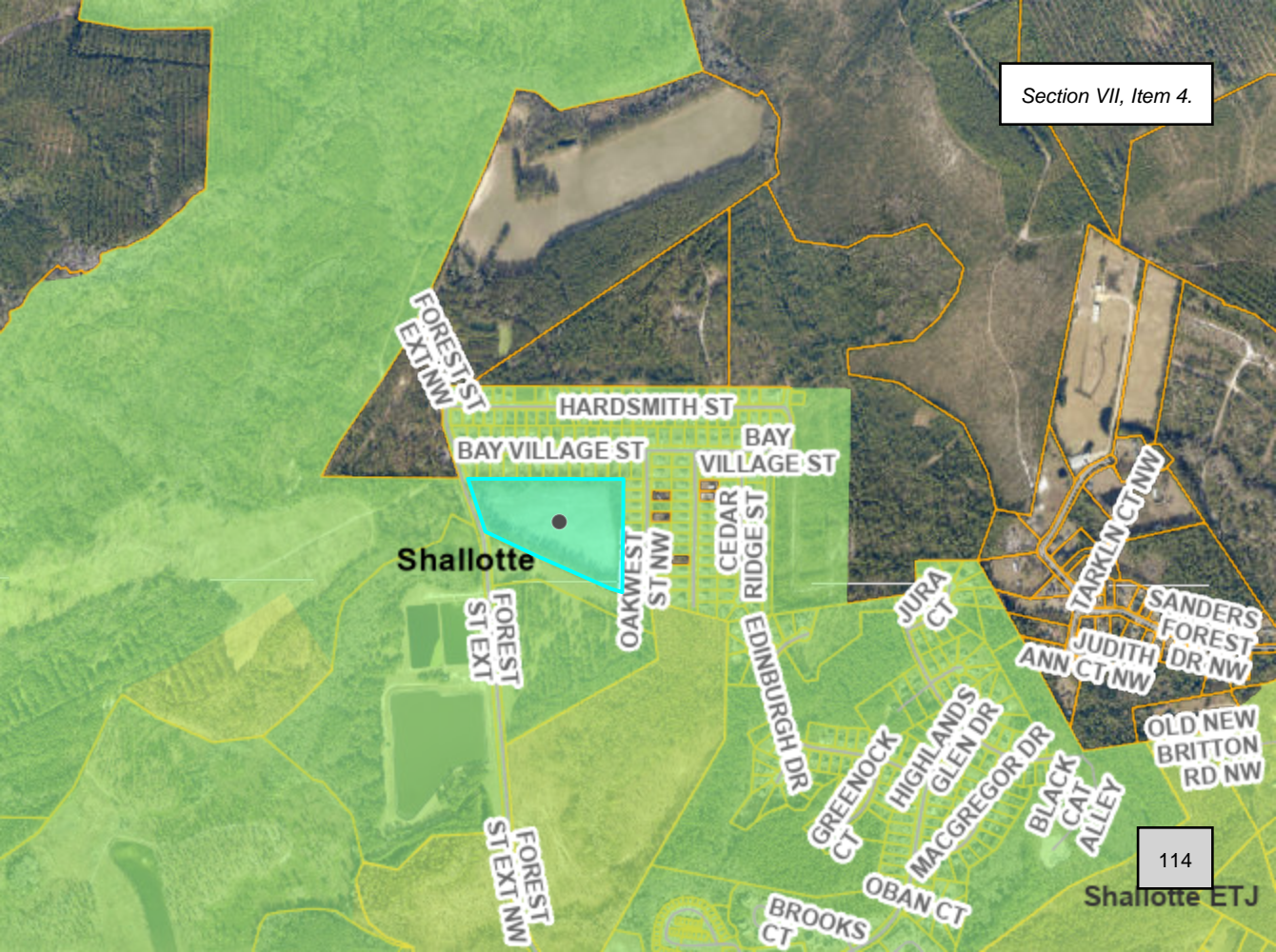
SECTION 5: STATEMENT OF REASONABLENESS

The MF-14 zoning district is established to serve as a transitional zone between high intensity and low intensity land uses. HI and LI are by nature high intensity uses and the allowance of the subject parcel rezoning can buffer abutting residential uses with the less intense zoning of MF-14. This also lessens traffic and degradation impacts on the Town street caused by frequent large/heavy, slower-moving, transport and equipment vehicles that are typical of the multiple use types allowed in industrial zones. Multi-family district options allowable per Shallotte UDO *Table 10-2: Table of Permitted Uses* offer less intensive development that eliminates potential aesthetic, noise, odor, and traffic type impacts that are typical in industrial districts.

Section VII, Item 4.



113



FOREST ST
EXT NW

HARDSMITH ST

BAY VILLAGE ST

BAY VILLAGE ST

Charlotte

OAKWEST
ST NW

CEDAR
RIDGE ST

FOREST
ST EXT

EDINBURGH DR

JURA
CT

TARKIN CTNW

SANDERS
FOREST
DR NW

JUDITH
ANN CTNW

OLD NEW
BRITTON
RD NW

FOREST
ST EXT NW

GREENOCK
CT

HIGHLANDS
GLEN DR

MACGREGOR DR

BLACK
CAT
ALLEY

BROOKS
CT

OBAN CT

INDUSTRIAL

Existing industrial areas are located in the north and northwest portions of Town. Future industrial development should occur along Whiteville Road in the expanded planning area. Future industrial land uses have been designated in this area in an effort to concentrate new uses near existing industrial land uses. Industrial land uses that are adjacent to residential land uses should be significantly buffered to help prevent land use conflicts between industrial development and neighboring land uses. The width of the buffer should be based on the type of industry and its potential to create compatibility problems. It is not the Town's intention to acquire land to be utilized as buffer areas, but rather to encourage industries to incorporate adequate buffers into their development plans. Appropriate uses include manufacturing, warehousing and wholesaling, transportation and distribution centers, water and wastewater treatment facilities, landfills, bulk storage of hazardous materials, large equipment storage and operation, and other uses that may be unpopular neighbors such as adult businesses and telecommunication towers. Residential development and general retail uses are typically not appropriate.

Industrial

Desired Uses:

- Industrial
- Manufacturing
- Heavy Commercial

Inappropriate Uses:

- Residential
- Commercial and office

Desired Density:

- Non-residential uses: 10,000 square feet minimum lot size

Table 10-2: Table of Permitted Uses

PERMITTED USES	ME-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	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, TWO-FAMILY (DUPLEX)	P	S	P				S	S	S	S					P
MANUFACTURED HOME, CLASS A [pursuant to 10-3(Q)]			P			P									
MANUFACTURED HOME, CLASS B [pursuant to 10-3(Q)]			P			P									
MANUFACTURED HOME PARK [pursuant to 10-3(S)]			S			S									
RESIDENTIAL CLUSTER DEVELOPMENT [pursuant to Article 13]	S	S		S			S	S	S						S
Residential Micro-grid Solar Collector Battery Storage System (pursuant to Article 31)	P														
RESIDENTIAL – GROUP LIVING															
ADULT CARE HOME	S									S	S				
ALCOHOL AND/OR SUBSTANCE ABUSE REHABILITATION FACILITIES, RESIDENTIAL (Six or fewer residents)		P	P	P	P										
ASSISTED LIVING RESIDENCE	S							S		S	S				S
FAMILY CARE HOME	P	P	P	P	P	P		S	S	S	P				P
MULTI-UNIT ASSISTED HOUSING WITH SERVICES	S							S		S	S				S
NURSING HOME	S							S		S					P
ACCOMMODATION SERVICES															
BED AND BREAKFAST	S	S	S	S	S	S	S	S	S	S	S				S
MOTELS/HOTELS [pursuant to 10-3(V)]							S	S	S	S					
TRAVEL TRAILER AND RECREATIONAL VEHICLE PARKS/CAMPGROUNDS [pursuant to 10-3(FF)]	S		S			S				S					
PUBLIC & CIVIC															
ALCOHOLIC BEVERAGES PACKAGED, RETAIL							P	P							
AMBULANCE SERVICE/RESCUE SQUAD								P		P	P	P	P	P	
BOAT RAMPS									S						
NON-MOTORIZED (CANOES, KAYAKS, BOAT LAUNCH)							S								
BUILDINGS, GOVERNMENTAL	P	P	P	P	P	P	P	P	P	P	P	P	P		P
CEMETERY [pursuant to 10-3(D)]					S	S				S					S
CHURCH	S	S	S	S	S	S	S	P	P	P					P
CIVIC, CHARITABLE, POLITICAL, FRATERNAL, SOCIAL, AND RELIGIOUS ORGANIZATIONS							P	P		P	P				
GAZEBO/PIERS/DOCKS, COMMUNITY ¹ [pursuant to 10-3(K)]	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
GAZEBO/PIERS/DOCKS, PRIVATE ¹ [pursuant to 10-3(L)]	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S
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	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
PARKS, PLAYGROUNDS, AND RECREATION CENTERS, MUNICIPALLY OWNED	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
PARKS AND RECREATION AREAS (other governmental) [pursuant to 10-3(Z)]	P	P	P	P	P	P	P	P	P	P	P	P	P	S	P
SCHOOL, PUBLIC AND PRIVATE	S	S	S	S	S	S	S	P		P					S
US POSTAL SERVICES							S	P		S		P			S
RECREATION, ENTERTAINMENT, AND PUBLIC ASSEMBLY															
ADULT AND SEXUALLY ORIENTED BUSINESSES [pursuant to Article 24]														S	
BILLIARD AND POOL HALLS								S		S					
BOWLING ALLEYS								P		P					
RECREATIONAL FACILITY (INDOOR-PRIVATE)							S	P	P	P	P				
DANCE HALLS										P					
DRIVE-IN THEATERS										S					
ELECTRONIC GAMING OPERATION [pursuant to 10-3(I)]												S			
ENTERTAINMENT ESTABLISHMENTS (GAMES, AMUSEMENT CENTERS, ETC.)							S	P		P					
GOLF COURSE, MINIATURE								S		S					
GOLF DRIVING RANGE								S		S					
GOLF, SWIMMING, AND TENNIS CLUBS [pursuant to 10-3(M)]	S	S		S	S	S	S	P	S	P					S
HEALTH CLUBS							S	P	P	P					P
INDOOR THEATER							P	P		P					
MARINA [pursuant to 10-3(T)]	S	S	S	S	S	S	S		P						S
RECREATION FACILITY, PRIVATE							S	S	S			S			S
SKATING RINKS								S		S					
VIDEO ARCADES							S	P		P					
COMMERCIAL SALES AND RENTALS															
ANTIQUE SHOPS								P	P	P	P	S			
ARTIST AND CRAFTSMAN STUDIOS, DISPLAYS, OR SHOPS								P	P	P	P				P
AUTOMOBILE AND TRUCK DEALERS								S		S		P			
AUTOMOBILE PARTS AND SUPPLY STORE								P		P					
AUTOMOBILE (INCLUDING TRUCKS) AND/OR TRAILER RENTALS							S	S		S					
BANKS, FINANCIAL INSTITUTIONS							P	P	P	P					P
BOAT SALES AND SERVICE								P	P	P					
BOAT STORAGE								S	S	S					
BOOK STORES							P	P		P					
BUILDING MATERIALS SALES AND STORAGE								S		S		P			
CARPET AND RUG DEALERS							S	P		P		P	P		
CELLULAR TELEPHONE STORES							P	P		P	P				
CLUB, PRIVATE							S			S					
COFFEE SHOPS							P	P		P					
CONVENIENCE FOOD STORES								P		P		P			P
CONVENIENCE STORES WITH EXISTING GAS PUMPS							S	P		P					P
CONVENIENCE STORES (NEW CONSTRUCTION) WITH GAS PUMPS								P		P					
CONSIGNMENT SHOPS, USED MERCHANDISE							P	P		P	P				

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

PERMITTED USES	MF-14/10/6	R-10	RM-10	R-15	RA-15	RAM-15	CB	HB	CW	B-2	O/I	LI	HI	C	PUD
WATER DEPENDENT COMMERCIAL USES							S	S	S						
OFFICE AND COMMERCIAL SERVICE															
ALCOHOLIC AND/OR SUBSTANCE ABUSE REHABILITATION SERVICES, NON-RESIDENTIAL								P	P	P	P	P			
ANIMAL HOSPITALS/ VETERINARIANS [pursuant to 10-3(B)]								P	P						
AUTOMATED TELLER MACHINES (STAND ALONE)								P	P	P	P				
AUTOMOTIVE REPAIR FACILITY [Tier 1]										P		P			
AUTOMOTIVE REPAIR FACILITY [Tier 2]										S					
AUTOMOTIVE REPAIR FACILITY [Tier 3]												P			
AUTOMOBILE SERVICE STATION With Fuel Pumps								S	P						S
BARBER AND BEAUTY SHOPS							P	P	P	P	P				P
BAIL BONDING SERVICES								P	P	P					
CALL CENTER								P	P				P		
CAR WASHES								S	P			P			
CARPET AND UPHOLSTERY CLEANERS									S			P			
CATERING ESTABLISHMENTS							P	P	S	P					
COLLEGES, UNIVERSITIES, & PROFESSIONAL SCHOOLS								P	P	P					
CONTRACTORS, BUILDING (with storage)									S			P			
CONTRACTORS, EQUIPMENT									S			P			
CONTRACTORS, HEAVY CONSTRUCTION									S			P			
CONTRACTORS, SPECIAL TRADES (no storage)								P	P			P			
COPY CENTERS							P	P	P						
DAY CARE FACILITIES [pursuant to 10-3(F)]								P	P						S
DAY SPAS							P	P	P						
DIALYSIS CENTERS								P	P	P					
DIET CENTERS								P	P	P					
DRY CLEANERS AND LAUNDRIES [pursuant to 10-3(G)]							P	P	P			P			
ELECTRONIC DATA PROCESSING								P	P	P	P	P			
ENGINEERING, ARCHITECTURAL, AND SURVEYING OFFICES							P	P	P	P	P				
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	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

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
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	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
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 #24-29 to rezone ±15.6 acres of real property (tax ID 18200177) owned by Michael Norton & Carolina Strand Properties, LLC, from LI to MF-14. After review of the petition, the Planning Board hereby *recommends* that the property be rezoned to MF-14 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 ±15.6 acres is compatible with the proposed rezoning to MF-14.
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 MF-14 is compatible with the Town of Shallotte Land Use Plan.
The Future Land Use Map identifies this area as Industrial and the uses allowed within the MF-14 zoning district are not consistent with this description.
- The benefits of rezoning the tract to MF-14 outweigh any detriments.
The properties to the rear of the subject parcel are currently zoned for residential use.
- The relationship between the uses of the proposed zoning of MF-14 and the surrounding area are either identical or compatible.
The subject property could serve as a transition from the adjacent industrial uses into the suburban residential uses.
- 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 providing multi-family residential zoning.
- Other comments:

12/10/24
Date

Ronald W. Johnson
Planning Board Chairman
Town of Shallotte

Board of Aldermen Zoning Map Amendment Statement of Consistency

**1.
(Approval)**

The Town of Shallotte *Board of Aldermen* has reviewed in full the petition REZ #24-29 to rezone ±15.6 acres of real property (tax ID 18200177) owned by Michael Norton & Carolina Strand Properties, LLC. from LI to MF-14. After review of the petition, the Board hereby *recommends* that the property be rezoned to MF-14 from its current zoning. In making this *determination*, the *Board of Aldermen* finds that
[check all that apply]:

- The size of the area to be rezoned, which is ±15.6 acres, is compatible with the proposed rezoning to MF-14.
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 MF-14 is compatible with the Town of Shallotte Land Use Plan.
The Future Land Use Map identifies this area as Industrial, and the uses allowed within the MF-14 zoning district are not consistent with this description.
- The benefits of rezoning the tract to MF-14 outweigh any detriments.
The properties to the rear of the subject parcel are currently zoned for residential use.
- The relationship between the uses of the proposed zoning of MF-14 and the surrounding area are either identical or compatible.
The subject property could serve as a transition from the adjacent industrial uses into the suburban residential uses.
- 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 providing multi-family residential zoning.
- Other comments:

Date

Mayor
Town of Shallotte

**2.
(Denial)**

The Town of Shallotte *Board of Aldermen* has reviewed in full the petition REZ #24-29 to rezone ±15.6 acres of real property (tax ID 18200177) owned by Michael Norton & Carolina Strand Properties, LLC, from LI to MF-14. After review of the petition, the Board hereby *recommends* that the property **NOT** be rezoned to MF-14 from its current zoning. In making this *determination*, the *Board of Aldermen* finds that

- The area in question, which is ±15.6 Acres, is NOT compatible with the requested rezoning to MF-14.
- 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 MF-14 is NOT compatible with the Town of Shallotte Land Use Plan.
- The benefits to the requested rezoning to MF-14 DO NOT outweigh any detriments.
- The relationship between the uses of the requested new zoning of MF-14 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

Mayor
Town of Shallotte



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

Section VII, Item 5.

TO: Board of Aldermen

ACTION ITEM #: TXT 24-26

FROM: Brandon Eaton, Planner II

MEETING DATE: 1-07-2024

**DATE
SUBMITTED:**

ISSUE/ACTION REQUESTED:

Continued from 12/3/24 meeting. Request Board’s review and decision on a staff-initiated amendment to the Town of Shallotte Unified Development Ordinances. Specifically, Article 10, Section 10-4 (H)(2)(D)(3).

PUBLIC HEARING: YES NO

BACKGROUND/PURPOSE OF REQUEST:

The Town’s UDO currently prohibits the use of barbed wire topped fencing “except those serving an institution requiring a security fence for public safety purposes”.

It is staff’s intention with this UDO amendment to clarify and clearly define “institutions” as penitentiaries, prisons, jails, police stations, and/or involuntary medical facilities, or the like, while also allowing the use in municipal functions where necessary.

- See attached “Exhibit A”

The Board may vote to:

- Approve the ordinance as written, or
- Further amend the ordinance and vote to approve, or
- Continue the Board’s review and ask that the ordinance be further researched, or
- Deny the ordinance.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:	<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 FINANCE DIRECTOR	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY: YES NO N/A

ADVISORY BOARD RECOMMENDATION:

Shallotte Planning Board recommended approval during their November 12, 2024 meeting.

STAFF RECOMMENDATION:

Staff recommends Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

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

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

(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 or walls may not be located within a public right-of-way and/or obstruct a sight distance triangle.
- (6) No fence or wall shall impede the visual locating of 911 emergency street addresses
- (7) Fences or walls shall not alter or impede the natural flow of water in any stream, creek, drainage swale, or ditch.
- (8) The finished side of a fence or wall shall face off site.
- (9) 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 an institution a petitionary, prison, jail, police station, involuntary medical facility, municipal function or as required by state or federal law, for public safety purposes;
- (3) Gazebos, pergolas, pavilions, and arbors with any dimension 12 feet and under, and shall not be permanently affixed to the ground.
 - (4) ADA compliant ramps intended for accessing single-family residences.
 - a. These structures may be located in a front yard of a property.
 - (5) Uncovered patios at ground level, including materials such as concrete, brick, or pavers.
 - (6) Children’s playhouses, swings and/or playsets.
 - (7) Outdoor fireplaces and firepits in compliance with North Carolina Fire Code.

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 24-26

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT ORDINANCE, SPECIFICALLY ARTICLE 10, SECTION 10-4 (H)(2)(D)(3)

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

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

The proposed amendment will update the Town's Unified Development Ordinance to clarify "institutions" where barbed wire fencing is permitted to be used as those which are generally used for incarceration, security, or the protection of a secured government facility.

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:

11/12/24
Date

Paul G. Johnson
Planning Board Chairman
Town of Shallotte

BOARD OF ALDERMEN STATEMENT OF CONSISTENCY

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

ORDINANCE 24-26

AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED DEVELOPMENT
ORDINANCE, SPECIFICALLY
ARTICLE 10, SECTION 10-4 (H)(2)(D)(3)

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

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

The Town’s UDO currently prohibits the use of barbed wire topped fencing “except those serving an institution requiring a security fence for public safety purposes”.

The proposed amendment will clarify and clearly define “institutions” as penitentiaries, prisons, jails, police stations, and/or involuntary medical facilities, or the like.

OR

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

OR

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

Date

Mayor
Town of Shallotte

**TOWN OF SHALLOTTE
ORDINANCE 24-26**

**AN ORDINANCE AMENDING THE TOWN OF SHALLOTTE UNIFIED
DEVELOPMENT ORDINANCE, SPECIFICALLY
ARTICLE 10, SECTION 10-4 (H)(2)(D)(3)
REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN
CONFLICT THEREWITH; AND PROVIDING AN EFFECTIVE DATE.**

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

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

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

WHEREAS, The Board of Aldermen for the Town of Shallotte deems it to be in the public’s best interest to amend the Unified Development Ordinance with a text amendment so as to provide for changes as set forth below to Article 10, Section 10-4 (H)(2)(D)(3). The proposed amendment will clarify and clearly define “institutions” as penitentiaries, prisons, jails, police stations, and/or involuntary medical facilities, or the like in relation to the use of barbed wire fencing; and

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

Article 10, Section 10-4 (H)(2)(D)(3).

See attached “Exhibit A”

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

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

INTRODUCED AT A Regular Meeting of the Board of Aldermen on January 07, 2025,
and adopted at a Regular Meeting of the Board of Aldermen on _____,
20__.

SIGNED THIS ____ day of _____, 20__.

TOWN OF SHALLOTTE, NORTH CAROLINA

Mayor

ATTEST:

Town Clerk