

Shallotte Board of Aldermen Regular Meeting Agenda

December 02, 2025 at 5:15 PM

Meeting Chambers - 110 Cheers Street

- I. CALL TO ORDER
- II. INVOCATION & PLEDGE
- III. OATHS OF OFFICE
- IV. APPOINTMENT OF MAYOR PRO-TEMPORE
- V. CONFLICT OF INTEREST
 - 1. Statement
- VI. AGENDA AMENDMENTS & APPROVAL OF AGENDA
- VII. PUBLIC COMMENTS (3 minutes or less per person & sign in for the record please)
- **VIII. DEPARTMENT REPORTS**
 - 1. POLICE
 - 2. FIRE
 - 3. PLANNING
 - 4. PUBLIC UTILITIES
 - A. Bill Adjustment
 - **5.** FINANCE
 - 6. PARKS & RECREATION
 - 7. ADMINISTRATION
 - A. Expiring Board Appointments January 2026
 - ABC Board
 - 1. Gordy Lewis (Roy Mintz term)
 - Fireman's Relief Fund
 - 1. Tony Hewett
 - 2. Mimi Gaither Appoint Isaac Norris
 - COG Representatives

- 1. Bobby Williamson
- 2. Gene Vasile (Alternate)
- Shallotte Tourism Development Authority (STDA)
- 1. Brian McCall Chairman

IX. CONSENT AGENDA

- A. November 5, 2025 Regular Meeting Minutes
- B. November 18, 2025 Work Session Meeting Minutes
- C. Summers Walk
- D. ANX 25-33 (Clerk Certification of Sufficiency 0 Smith Avenue)
- E. Future Land Use Map Agreement

X. PUBLIC HEARING

1. Rezoning

Hayden Point, Phase 4-6

Parcel ID# 1820004221 & 1820004201

96.03 Acres

Shallotte B-2 & RA-15 to Shallotte PUD

- 1. Motion to open the public hearing
- 2. Public Comments/Questions
- 3. Motion the close the public hearing
- 4. Board Comments/Questions
- 5. Motion to approve/deny the Zoning Amendment Statement of Consistency
- 6. Motion to approve/deny rezoning PID 1820004221 & 1820004201 to Shallotte PUD.

XI. DISCUSSION

XII. ADJOURN

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

- § 160D-109. Conflicts of interest.
- (a) Governing Board. A governing board member shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. A governing board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.
- (b) Appointed Boards. Members of appointed boards shall not vote on any advisory or legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.
- (c) Administrative Staff. No staff member shall make a final decision on an administrative decision required by this Chapter if the outcome of that decision would have a direct, substantial, and readily identifiable financial impact on the staff member or if the applicant or other person subject to that decision is a person with whom the staff member has a close familial, business, or other associational relationship. If a staff member has a conflict of interest under this section, the decision shall be assigned to the supervisor of the staff person or such other staff person as may be designated by the development regulation or other ordinance.

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

- (d) Quasi-Judicial Decisions. A member of any board exercising quasi-judicial functions pursuant to this Chapter shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.
- (e) Resolution of Objection. If an objection is raised to a board member's participation at or prior to the hearing or vote on a particular matter and that member does not recuse himself or herself, the remaining members of the board shall by majority vote rule on the objection.
- (f) Familial Relationship. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, s. 51(a), (b), (d).)

TOWN OF SHALLOTTE

James Adam Stanley
CHIEF OF POLICE



NORTH CAROLINA

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

Shallotte Police Department

November 2025

Highlights

- SPD had 3445 calls for service and self-initiated incidents
- 15 citations issued
- 24 traffic accident reports
- 201 volunteer hours
- Touch a Truck event at Tractor Supply Co.
- Coffee with a Cop event hosted by Starbucks

Incident and Investigation Summary

During the month of November 2025, the Shallotte Police Department's Investigative Division remained highly proactive in safeguarding the community by successfully managing a total of 52 criminal cases. The division's comprehensive investigative efforts resulted in multiple arrest and warrants for arrest issued, which led to the issuance of 11 misdemeanor charges and 2 Felony charges, demonstrating the division's ongoing commitment to maintaining public safety and holding offenders accountable.

Additionally, the division's attention to property crimes proved especially effective, as investigators handled 16 property crime and larceny cases. Through thorough investigation, the division was able to recover approximately \$800 in stolen funds and property. This recovery highlights the division's success in not only identifying and apprehending criminals but also ensuring that victims are made whole whenever possible.

Details of some of this month's newly assigned cases and one follow-up are provided below.

Summary of Major Cases

1. Larceny Cases – Multiple Businesses (Shallotte)

• **Incidents:** 16 reported larceny cases at various businesses in Shallotte. Included in this total is 4 construction site break/enter and larceny cases

• Outcome:

- o Detective Division recovered approximately \$800 worth of stolen merchandise.
- Detectives have borrowed a mobile camera system on a trailer from the Southport Police Department. This trailer has been set up in a construction site and will give the detectives video footage to review in an attempt to identify the suspects.
 Southport PD came and got their trailer back and shortly after the camera was gone another construction site theft occurred. At this time there are no town cameras in the area of this construction site.

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Chief of Police

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2. Death Investigations

Details: Detectives responded to assist the patrol division with 3 separate causes of death investigations. 2 of these were ruled as natural deaths and 1 is still being investigated. Detectives are waiting for Autopsy and toxicology records from the medical examiner's office.

3. Obtaining Property by False Pretense

Details: Officers responded to a citizen in Shallotte who stated he was trying to purchase an item off Facebook Market place and has already sent the money to the owner electronically. The owner of the merchandise never sent the item and wound not respond back to the citizen about as refund. Detectives positively identified the seller from Facebook and spoke to them over the phone. Suspects admitted to the crime and admitted they already spent the money. Detectives obtained Felony warrants for arrest.

4. Missing person cases

Details: Detectives responded and assisted with 2 missing persons cases and successfully located both missing persons.

- 1. The first case was a juvenile that left her fathers truck after a verbal argument. Detectives located the juvenile in the woods and talked her back to getting in the truck with her father.
- 2. The second case was an elderly female with dementia that left her husband at the dentist and started driving. Detectives quickly contacted ON STAR and had the vehicle tracked to Myrtle Beach SC. Detectives worked with ON STAR and SC authorities to locate the female and got her home safely.



TOWN OF SHALLOTTE FIRE/RESCUE

Monthly Activity Report

FISCAL YEAR ENDING 30 JUN 2026 Reporting Period: 24 OCT 2025 – 24 NOV 2025

NCGS § 58-79-45: Incident Reports...

Shallotte - Alarm Type Summary

November

| Basic Incident Type Category (FD1.21) | Total Alarms |
|---|--------------|
| 1 - Fire | 5 |
| 3 - Rescue & Emergency Medical Service Incident | 45 |
| 4 - Haz-Mat Condition (No Fire) | 9 |
| 5 - Lift Assistance | 5 |
| 6 - Good Intent Call | 33 |
| 7 - False Alarm & False Call | 16 |
| | Total: 113 |

Shallotte - Alarm Type Summary

Year to Date

| Basic Incident Type Category (FD1.21) | Total Alarms |
|---|--------------|
| 1 - Fire | 66 |
| 2 - Overpressure Rupture, Explosion, Overheat (No Fire) | 1 |
| - Rescue & Emergency Medical Service Incident | 459 |
| - Haz-Mat Condition (No Fire) | 32 |
| i - Lift Assistance | 139 |
| 3 - Good Intent Call | 246 |
| 7 - False Alarm & False Call | 143 |
| 8 - Severe Weather & Natural Disaster | 2 |
| | Total: 1,088 |

Fractile Response Times Report - PSAP To Alarm (Summary) Emergency

November

Traffic

| 1141116 | | | | | |
|---|------------------|-------------------------------------|------------------------|-----------------------------|------------------------------|
| | | | | | |
| Basic Incident Zone/District Number (FD1.32) | To tal Incidents | 90th Percentile Response Time | Highe st Response Time | Low est Response Time | Averag e Response Time |
| County | 9 | 2 | 2 | 1 | 1.63 |
| Mutual Aid Area | 2 | 2 | 2 | 2 | 1.51 |
| Town Limits | 54 | 4 | 6 | 1 | 2.37 |

Average Response Time - November

| Incident Month & Year | Average Response Time (Minutes) First Unit En Route to Arrival |
|-----------------------|--|
| November 2025 | 4.62 |

Fractile Response Times Report - PSAP To Alarm (Summary) Emergency

Traffic

Year to Date

| Basic Incident Zone/District Number (FD1.32) | T otal Incidents | 90th Percentile Response Time | Highes t Response Time | Lowes t Response Time | Averag e Response Time |
|--|------------------------|-------------------------------------|---------------------------|-----------------------------|------------------------------|
| County | 103 | 4 | 16 | 0 | 2.40 |
| Mutual Aid Area | 39 | 7 | 16 | 1 | 3.37 |
| Town Limits | 503 | 4 | 10 | 0 | 2.74 |

Average Response Time - Year-To-Date

| Ye | Average Response Time (Minutes) First Unit En Route to Arrival |
|------|--|
| ar | |
| 2025 | 4.95 |

NCRRS 5: Training...

478:00 hours

- (EMT) Continuing Education
- (ISO) Fire Officer Training
- (ISO) Company Training
- (ISO) Driver/Operator Training
- (ISO) Facility Training
- (ISO) Community Outreach

Notes:

Technical Review (TR) and Code Enforcement Items

- Site Visits Village Point Rd
- Site Visits Smith Ave Ext
- Site Visits Old Shallotte Rd
- Site Visits Greybridge Rd
- Site Visits Brierwood
- Environmental Impact Survey EmergeOrtho

Staffing Notes

- On-boarding two firefighters
 - Chief and Deputy Chief covering staffing shortages when part-time staff are unavailable.
 - o 1 staff position on light-duty for injury
 - New Position Jan 01.

Other Notables

- Open Investigations
 - Al Street
 - SBI Report Cause and Origin Report Pending
- Fire & Life Safety Education
 - 15 events
- Completed 2025 Community Hazard Risk Assessment

TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

TO: Board of Aldermen

FROM: Robert Waring, Planning Director

DATE: December 2, 2025

RE: Monthly Planning Department Report

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

- 1. The Planning Board met on November 11 to review the following:
 - a. REZ 25-27 Hayden Point PUD
 - b. The Board's next meeting is scheduled for December 9.
- 2. TRC did not meet in November:
 - a. The next meeting scheduled for December 18
- 3. Staff attended the bi-monthly traffic impact analysis meetings with NCDOT
- 4. Staff attended the November GSATS TCC meeting
 - a. The Town's 2025 Collector Street Plan was recommended for approval to the TAC
 - b. Staff met with GSATS to discuss approval of the Town's 2024 DA grant project
- 5. Staff is still awaiting applications for the Community Action Team
- 6. Staff met with the Cape Fear COG's new Local Government Services Director
- 7. Staff met with consultants Anchor Point Planning (Wes MacLeod) to begin working on Future Land Use Map updates
- 8. Staff met with developers regarding potential development of portions of the Brierwood fairways
 - a. No applications have been submitted
- 9. Staff met with GSATS, NCDOT, & transpo consultants to discuss the adaptive signalization project proposed for Main St.
- 10. Staff attended a budget update meeting for the Shallotte Municipal complex project
- 11. Staff attended meetings to review contract & progress for the Price Landing project
- 12. Please forward any zoning or nuisance complaints to Brandon Eaton, Planner, beaton@townofshallotte.org Phone: (910) 754-4032
- 13. The Town collected \$144,498 for November 2025
 - a. Fees collected in November 2024 totaled \$58,078

Permit Detail Report

11/1/2025 - 11/25/2025

| Permit # | Permit Date | Parcel Address | Parcel # | Permit Type | Total Fees |
|----------|--------------------|---|------------|---------------|--------------|
| 4137 | 11/21/2025 | | 1970002005 | Zoning | \$13,880.00 |
| 4136 | 11/20/2025 | 534 Market St Nw | 197AD010 | Building | \$100.00 |
| 4135 | 11/19/2025 | | 198JB061 | Building | \$13,686.00 |
| 4134 | 11/19/2025 | | 213GA006 | Building | \$100.00 |
| 4133 | 11/17/2025 | 408 La Mer Loop | 198JB049 | Building | \$13,686.00 |
| 4132 | 11/17/2025 | 409 La Mer Loop | 198JB149 | Building | \$13,686.00 |
| 4131 | 11/17/2025 | 405 La Mer Loop | 198JB147 | Building | \$12,174.00 |
| 4130 | 11/17/2025 | 400 La Mer Loop | 198JB053 | Building | \$13,686.00 |
| 4129 | 11/17/2025 | 110 Shallotte Crossing Parkway Unit | 1980001909 | Sign | \$75.00 |
| 4128 | 11/14/2025 | 5160 Ocean Hwy W | 2120001229 | Zoning | \$50.00 |
| 4127 | 11/13/2025 | 5285 Main St Unit 1 | 19700060 | Change of Use | \$100.00 |
| 4126 | 11/12/2025 | | 231JB014 | Building | \$7,196.00 |
| 4125 | 11/12/2025 | | 213JB015 | Building | \$7,196.00 |
| 4124 | 11/12/2025 | | 213JB016 | Building | \$8,708.00 |
| 4123 | 11/12/2025 | | 213JB017 | Building | \$7,196.00 |
| 4122 | 11/12/2025 | 4654 Swimming Lane | 213JB042 | Building | \$8,708.00 |
| 4121 | 11/12/2025 | 201 Village Rd | 19700053 | Sign | \$75.00 |
| 4120 | 11/12/2025 | 4536 Main St | 1820002602 | Change of Use | \$100.00 |
| 4119 | 11/10/2025 | 536 Glitter Bay Loop | 198JB018 | Building | \$16,710.00 |
| 4118 | 11/7/2025 | 2088 Arnold Palmer Dr | 198OB011 | Building | \$7,136.00 |
| 4117 | 11/6/2025 | 115 Forest Dr | 18200050 | Zoning | \$50.00 |
| 4116 | 11/5/2025 | 390 Red Fox St | 197GA010 | Building | \$100.00 |
| 4115 | 11/3/2025 | 19 Red Bug Rd | 18200127 | Building | \$100.00 |
| | | | | | \$144,498.00 |

Total Records: 23 11/25/2025



TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

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

Meeting Dates and Submittal Deadlines for 2026

| Technical Review Committee Submittal Deadline | Technical Review Committee Meeting Date | Planning Board Submittal Deadline | Planning Board Meeting Date | Board of Alderman Submittal Deadline | Board of Alderman Meeting Date |
|---|---|--------------------------------------|--------------------------------|---|-----------------------------------|
| December 25, 2025 | January 15, 2026 | December 23, 2025 | January 13, 2026 | December 16, 2025 | January 6, 2026 |
| January 29, 2026 | February 19, 2026 | January 20, 2026 | February 10, 2026 | January 13, 2026 | February 3, 2026 |
| February 26, 2026 | March 19, 2026 | February 17, 2026 | March 10, 2026 | February 10, 2026 | March 3, 2026 |
| March 26, 2026 | April 16, 2026 | March 24, 2026 | April 14, 2026 | March 17, 2026 | April 7, 2026 |
| April 30, 2026 | May 21, 2026 | April 21, 2026 | May 12, 2026 | April 14, 2026 | May 5, 2026 |
| May 28, 2026 | June 18, 2026 | May 19, 2026 | June 9, 2026 | May 12, 2026 | June 2, 2026 |
| June 25, 2026 | July 16, 2026 | June 23, 2026 | July 14, 2026 | June 16, 2026 | July 7, 2026 |
| July 30, 2026 | August 20, 2026 | July 21, 2026 | August 11, 2026 | July 14, 2026 | August 4, 2026 |
| August 27, 2026 | September 17, 2026 | August 18, 2026 | September 8, 2026 | August 11, 2026 | September 1, 2026 |
| September 24, 2026 | October 15, 2026 | September 22, 2026 | October 13, 2026 | September 15, 2026 | October 6, 2026 |
| October 29, 2026 | November 19, 2026 | October 20, 2026 | November 10, 2026 | October 13, 2026 | November 3, 2026 |
| November 26, 2026 | December 17, 2026 | November 17, 2026 | December 8, 2026 | November 10, 2026 | December 1, 2026 |
| December 31, 2026 | January 21, 2027 | December 22, 2026 | January 12, 2027 | December 15, 2026 | January 5, 2027 |

| Zoning Board of Adjustment Submittal Deadline | Zoning Board of Adjustment Meeting Date | Board of Alderman Workshop Date |
|---|---|------------------------------------|
| | | |
| January 29, 2026 | February 19, 2026 | January 20, 2026 |
| April 30, 2026 | May 21, 2026 | February 17, 2026 |
| July 30, 2026 | August 20, 2026 | March 17, 2026 |
| October 29, 2026 | November 19, 2026 | April 21, 2026 |
| | | May 19, 2026 |
| | | June 16, 2026 |
| | | July 21, 2026 |
| | | August 18, 2026 |
| | | September 15, 2026 |
| | | October 20, 2026 |
| | | November 17, 2026 |
| | | December 15, 2026 |

Monthly Code Report (Town of Shallotte, NC) 11/2025 Prepared by Brandon Eaton, CZO, CCEO (Planner II/Code Enforcement)

Public Nuisances

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

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

Latest Update: 11/21/25

- Property owner has still not completed abatement. Code Enforcement has no new word on
 judgement. Public records show that property was recently arrested and has a court hearing
 scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes service of
 judgement information should be able to be accomplished.
- BOA addressed the case at their 8/5/25 meeting. Town attorney informed that service has not been made on issued injunction. CE is unaware if service has been made since 8/5/25.
- The time allotted for abatement during the judgement has passed without any compliance.
- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.
- 2. Case Number: PN-24-006 (4479 Main Street)

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

Latest Update: 11/21/25

- Property owner has still not completed abatement. Code Enforcement has no new word on
 judgement. Public records show that property owner was recently arrested and has a court
 hearing scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes
 service of judgement information should be able to be accomplished.
- BOA addressed the case at their 8/5/25 meeting. Town attorney informed that service has not been made on issued injunction. CE is unaware if service has been made since 8/5/25.
- The time allotted for abatement during the judgement has passed without any compliance.
- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

3. Case Number: PN-25-007 (27 Brierwood Rd.)

Original Complaint: Tall grass, debris, dilapidated structure. Surrounding property owners have been maintaining the property as they can.

Latest Update: 11/21/25

- Property owner is working to convert the former clubhouse on the property into a single-family residence (which is permitted in this zoning district). In doing so, violations are being addressed.
 CE will recheck in two weeks for a follow-up.
- Property owner has installed a wire fence around the former parking area that CE has deemed a safety hazard. The property owner has been informed that corrective measures must take place.
- Property owner has been working to abate violations. Property scheduled for reinspection.
- A new inspection is scheduled for 7/29/2025. Civil penalties will begin if violations remain. An order will also be issued relating to nonresidential violations.
- Violation notice mailed. The owner had until 7/25/25 to abate violations.
- A hearing before the code enforcement officer was scheduled for 7/24/25 relating to nonresidential code violations. The property owner did not show up or reach out to CE.
- 4. Case Number: PN-25-008 (98 Wildwood St.)

Original Complaint: Tall grass, debris, downed silt fencing.

Latest Update: 11/21/25

- CE Still working to have the remaining violations abated.
- Some work completed, but abatement still needed. CE is reaching out to property owner.
- Violations have not been abated as required. Final notice being sent to serve as last step before civil penalties.
- NOV mailed. Owner has until 8/6/25 to comply.
- 5. Case Number: PN-25-011 (Tryon Rd NW)

Original Complaint: Illegal dumping/junk.

Latest Update: 11/24/25

- Abatement notice mailed. Owner has until 11/14/25 to make corrections.
- 9/25/25, contact attempted.
- Inspection shows what seems to be a crushed vehicle and other metal junk.
- 6. Case Number: PN-25-013 (103 Forest Dr.)

Original Complaint: Tall grass/weeds, potential nuisance structure.

Latest Update: 11/18/25

• Courtesy contact made.

Zoning Violations

1. Case Number: Z-24-007

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

Latest Update: 11/21/25

- Property owner has still not completed abatement. Code Enforcement has no new word on
 judgement. Public records show that property was recently arrested and has a court hearing
 scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes service of
 judgement information should be able to be accomplished.
- BOA addressed the case at their 8/5/25 meeting. Town attorney informed that service has not been made on issued injunction. CE is unaware if service has been made since 8/5/25.
- The time allotted for abatement during the judgement has passed without any compliance.
- The time allotted for abatement during the judgement has passed without any compliance.

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

2. Case Number: Z-24-008

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

Latest Update: 11/21/25

- Property owner has still not completed abatement. Code Enforcement has no new word on
 judgement. Public records show that property was recently arrested and has a court hearing
 scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes service of
 judgement information should be able to be accomplished.
- BOA addressed the case at their 8/5/25 meeting. Town attorney informed that service has not been made on issued injunction. CE is unaware if service has been made since 8/5/25.
- The time allotted for abatement during the judgement has passed without any compliance.
- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

3. Case Number: Z-24-009

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

Latest Update: 11/21/25

- CE is still waiting on court date and information.
- Property owner has filed an appeal in Superior Court.
- Town Clerk mailed Board Findings to property owner via certified mail
- Board of Adjustment hearing was conducted on 2/27/2025.

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

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

Latest Update: 11/25/25

- Final notice mailed to property owner on 11/25/2025.
- Business owner reached out to ask for more time. Said that property owner had not given them the notice
- CE has not had any response to NOV. CE removed sign in ROW.
- Notice issued 5/28/25.
- Inspection conducted on 5/21/25. Business operating without zoning approval.
- CE opened a case and has initiated the inspection and notice process.

5. Case Number: Z-25-008 (5285 Main St Unit 1)

Original Complaint: Restaurant operating outside of the conditions approved in the initial permit. Business is also preparing food inside a semi-permanent food truck/trailer to serve inside in a seated environment. Illegal signage also installed.

Latest Update: 11/18/25

- 11/18/25, CE spoke to County Environmental Health. A new business has applied to move into the building. CE will reinspect to determine if violations are removed with change of use on 12/1/2025.
- 10/28/25, courtesy notice mailed to outline ordinance updates. Code Enforcement continues to monitor for compliance.
- 9/26 inspection shows food truck has returned. Parked in no parking area. New notice being mailed to address newly adopted UDO violations.
- The tenant still does not have a valid food truck permit but has not been seen cooking on site to serve in the restaurant. CE has been in communication with the County regarding potential health code violations and is crafting a comprehensive list of violations and necessary abatement requirements, which include revocation of the original permit (which was applied for using incorrect information) and the stipulation that the tenant must apply for a new permit to continue operations as a restaurant. This does not permit the tenant to cook and/or prepare food on the food truck and sell inside the restaurant.
- Sign has been removed from ROW as well.
- Property owner reached out on 7/30/25 to ask for a week to try and get the tenant to come into full compliance.
- Notice issued 6/25/25.
- Inspection conducted on 6/18/25.

6. Case Number: Z-25-013 (4536 Main St.)

Original Complaint: Grading and site work without permit.

Latest Update: 11/18/25

- Thrift store permitted. Owner was told to rope off adjacent parcel and that no parking could take place there. Case closed to CE 11/18/25.
- 10/28/25, property owner and his representatives have been by Town Hall several times in the last 2 weeks trying to fast track the opening of the thrift store. They have been notified that the parking area cannot move forward without a permit and as detailed on plans.
- 9/26/25, owner was informed of measures that must be taken before development of the current use
 into a Christian Recovery thrift store with the additional parcel with unpermitted site work potentially
 used as a parking area.
- 9/10/25, Property owner stopped by Town Hall to see what he needed to be compliant. CE was informed
 that the property owner was going to be changing the use of the adjacent property and was hoping to
 install a gravel parking lot on the subject property. CE informed the owner that he needed to submit a
 site and landscape plan application for the overall project.
- 9/10/25, CE spoke with the manager of Bed Land and was informed that the site work was being completed by the property owner for a parking area. CE informed the manager that work must be stopped until zoning approval was obtained.
- 9/2/25, CE reached out to owner of record. Owner is believed to be deceased. CE left a message for
 potential next of kin but has not received a follow up call. Notice will be mailed after re-inspection.
- Visual inspection shows work being completed without a permit.

7. Case Number: Z-25-015 (1360 Whiteville Rd.)

Original Complaint: Camper being used as a dwelling. Business operating without zoning approval.

Latest Update: 11/24/25

- CE has been attempting to get owner to correct issues, but violations remain. Notice of violation mailed to property owner on 11/24/2025.
- 10/28/25, complainant is subleasing the property to the business owner. CE has given the complainant until 11/4/25 to compel the business owner to comply before CE issues a notice.

8. Case Number: Z-25-016 (Former Pizza Hut Main St.)

Original Complaint: Food truck business operating without zoning approval.

Latest Update: 11/25/25

- Brunswick County Health Department reach out to CE to report a food truck operating without a health certificate.
- CE to issue notice to property owner, as food truck is only operating during non-business hours.

Vehicles

Currently no cases

Public Works Monthly Report

November 2025

To: Board of Aldermen

From: Dan Formyduval, Director of Public Services

Sewer

Responded to 11 sewer calls during the day and 8 after hours.

- Randomly inspected 12 pressure sewer services.
- Replaced pumps at the Rivers Edge and Rourk Woods lift stations.
- Installed one commercial pressure service.
- Replaced one check valve at the Highlands lift station.
- Replaced two residential sewer control panels.

Parks & Streets

- Resurfacing of the intersection of Highlands Glenn & Frontage has been completed.
- Holiday decoration is up and prepared.
- Assisted Cinderella by installing two sleeves for irrigation at the Price landing project.

Construction & Engineering

- Responded to 182 NC811 locate tickets.
- Participated in weekly meetings with contractors working on Price Landing.
- Demoed out damaged kayak launch at Riverside Launch.
- Final inspection of sewer utility for the Tidelands project.
- Witnessed proof roll of subgrade for Tidelands streets.

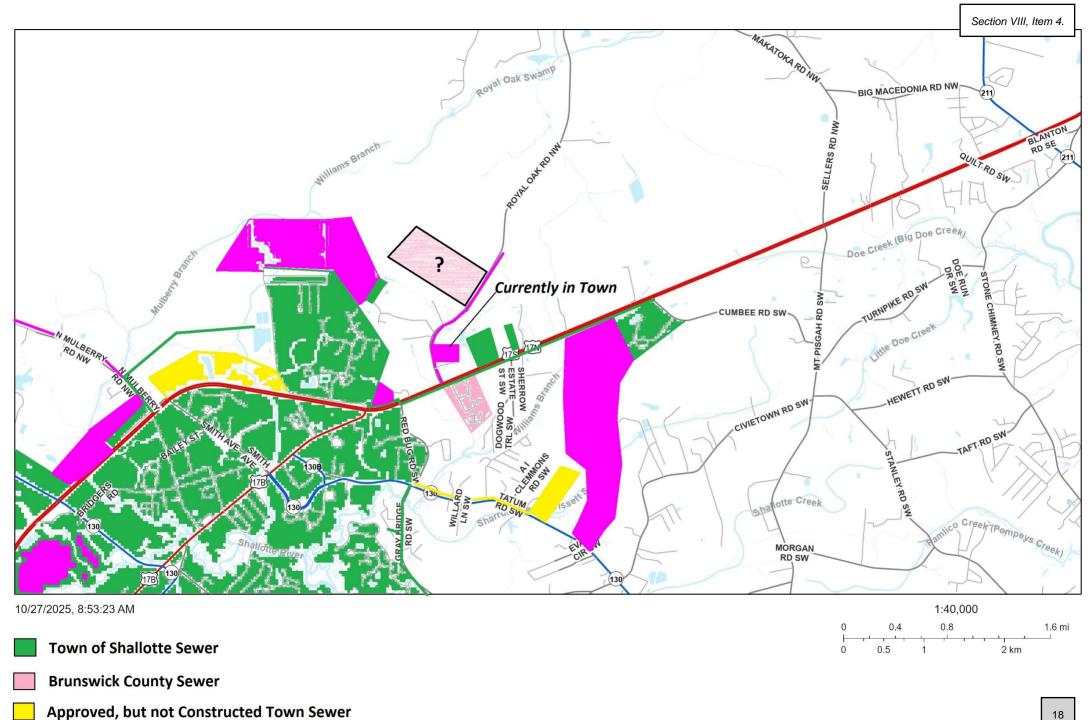
- Reviewed an encroachment submission from Spectrum for construction on Shallotte Ave.
- Met with home owners and Contractor in preparation for the upcoming work in Village Point Estates.

Fleet Maintenance

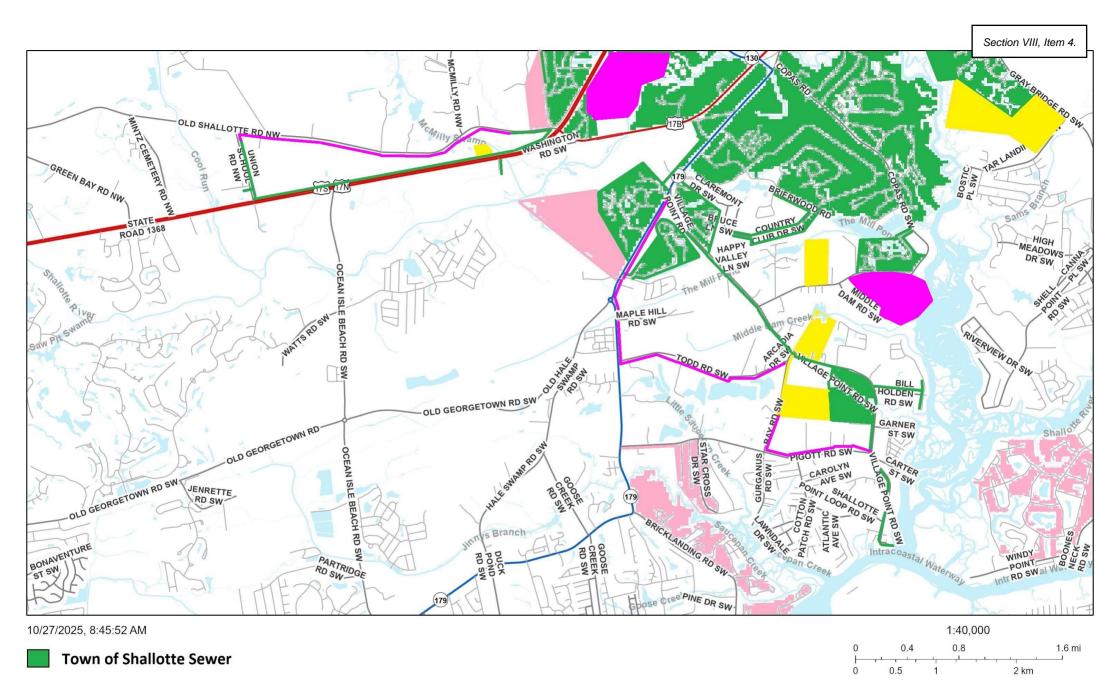
- (1) Oil Change For FD
- (2) Tires on FD Tower
- (2) Repair for FD
- (5) Oil changes For PD
- (2) Oil changes for maintenance
- (2) Hot start replacement for LS Generators
- Continued upfit on New Police vehicles



Waiting on the boring tool to reappear at Price Landing



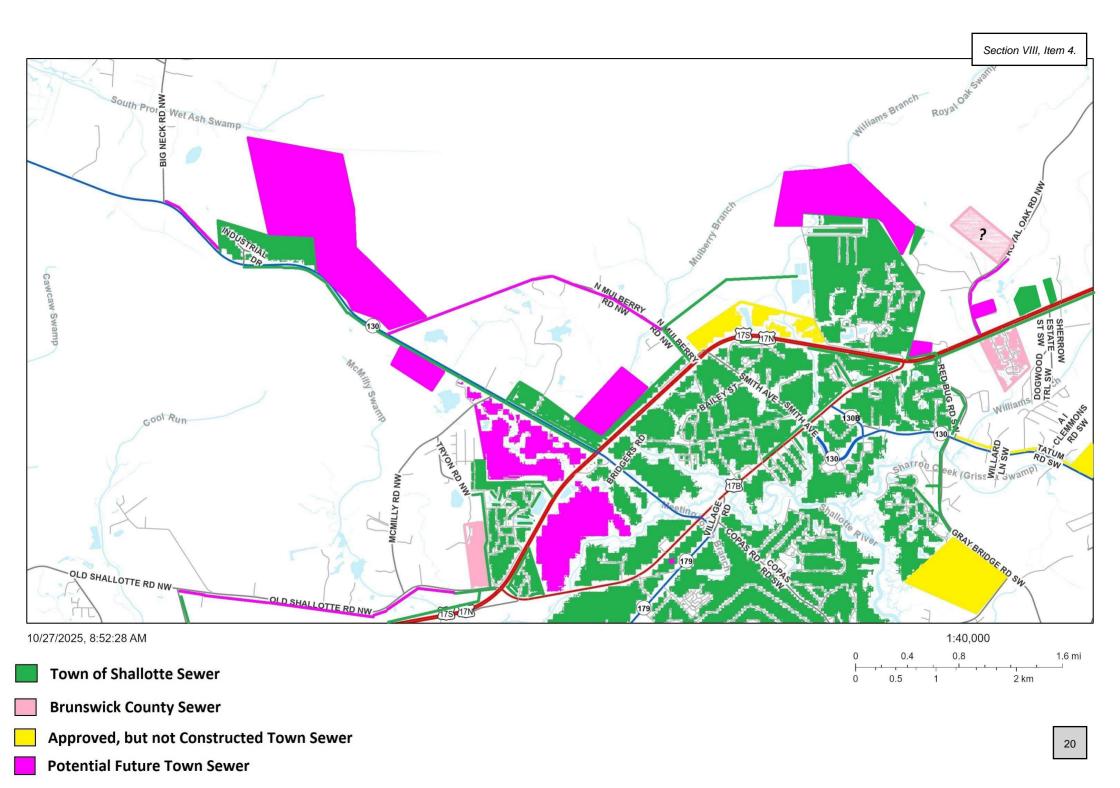
Potential Future Town Sewer



Brunswick County Sewer

Approved, but not Constructed Town Sewer

Potential Future Town Sewer





Town of Shallotte Board of Aldermen **ACTION AGENDA ITEM**2025

TO: Board of Aldermen **ACTION ITEM #:** MEETING DATE: FROM: Kirstie White DATE SUBMITTED: ISSUE/ACTION REQUESTED: **PUBLIC HEARING:** YES Customer has requested an adjustment to their bill due to a leak. BACKGROUND/PURPOSE OF REQUEST: Davidge Dellinger (2903 Ash Dr) - Customer had toilet leaks. Usage for the July billing was 74,465 gallons. Usage for the September billing was 91,012 gallons. Customer's average usage is 8,110 gallons. Requesting wholesale sewer over the customer's average usage. The total bill amount for July & September is \$3,812.18. The amount of the adjustment would be \$2,946.78, bringing the bills down to \$865.40. FISCAL IMPACT: YES NO BUDGET AMENDMENT REQUIRED: NO YES CAPITAL PROJECT ORDINANCE REQUIRED: YES NO PRE-AUDIT CERTIFICATION REQUIRED: YES NO REVIEWED BY DIRECTOR OF FISCAL OPERATIONS **CONTRACTS/AGREEMENTS:** YES NO N/A REVIEWED BY TOWN ATTORNEY: ADVISORY BOARD RECOMMENDATION: TOWN ADMINISTRATOR'S RECOMMENDATION: MOG - This is consistent with our policy. FINANCE RECOMMENDATION:

ATTACHMENTS:

1. Adjustment Application, description of the repair & calculations

2.

3.

| APPROVED: DENIED: DEFERRED UNTIL: | ATTEST: CLERK TO THE BOARD |
|--|----------------------------|
| OTHER: | SIGNATURE SIGNATURE |
| | |





Town of Shallotte Adjustment Application

If you have filled a pool from your irrigation meter, there is no need to complete this application.

If you had a leak, attach a copy of the plumbing repair bill or a copy of the receipts for any parts purchased to repair the leak. There is a chance that if this is not provided, an adjustment may not be granted.

Adjustments <u>will not</u> be approved for bills that are higher than normal without proof that a leak has been fixed.

| Name: Davidge Dellinger |
|--|
| Sewer Bill Account Number: 1014213 97 |
| Service Address (or Physical Address): 2903 Ash Dr Sw Shallotte NC 28470 |
| Telephone Number: 980-777-2628 |
| Reason for requesting adjustment (pool fill, water leak from broken pipe outside, etc.): Leak from |
| back of toilets |
| |
| |
| If filling a pool, what date(s) was the pool filled: |
| If filling a pool, how many gallons does your pool hold? |
| If this was a leak, what date was the leak fixed? 6-125 |
| If this was a leak, where was the leak located? Flaps on tolet tanks |
| Do you have a plumbing repair bill or receipts for parts purchased to repair the leak? Yes No |
| If no, why are receipts not available? threw there array but I do have |
| detailed paper on process |
| |
| Applicant's Signature Navidge Vellinger Date 10-16-25 |
| The following is for office use only: |
| Estimated average consumption: 8 11000015. |
| Estimated average bill amount: \$113.162 |
| Current consumption: July: 74,465gals. Sept: 91,012.gals. Wov: 4,409gals. |
| Current bill amount: July: \$ 1,703.31 Sept: \$2,108.87 Nov: \$87.18 |
| Notes: |
| |
| |
| |
| Town Administrator Date |

PO Box 2287 Shallotte, NC 28459 • Phone: (910) 754-4032 • Fax: (910) 754-2740

Last revised: April 17, 2023 adm.00001

I Davidge Dellinger who lives at 2903 Ash Dr Sw, Shallotte had two running to tilets. On 6-22-25 I went to walmart toilets. On 6-22-25 I went to walmart and baught two large flappers at \$12.99 each Plus tax.

I then went to the toilet and turned the water off then took the back off the lid to the tank, water off then took the back off the lid to the tank, I then proceeded to take the flapper off and unbooked I then the chain. Once I got it off I then connected the the chain. Once I got it off I then connected the new flapper. I put the chain length to the 4th or 5th noteh. Then I turned the back on. I did the same process to the other toilet. I have no more leaks,

Dellinger, Davidge J 1014213 97 – 2903 Ash Dr

Average usage: 8,110 gallons

Sewer: Regular Rate for avg usage + 10% of the leak; wholesale rate for the remainder

July 2025

Sewer:

| 74,465 gallons | Total Usage |
|------------------------|---|
| <u>-8,110 gallons</u> | Average Usage |
| 66,355 gallons | |
| <u>x 10%</u> | |
| 6,635 gallons | |
| +8,110 gallons | Average Usage |
| 14,745 gallons | Usage at Regular Rate |
| | |
| 74,465 gallons | Total Usage |
| <u>-14,745 gallons</u> | Usage at Regular Rate: \$205.82 |
| 59,720 gallons | Wholesale Charge for Overage: \$191.10 |
| | |
| 205.82 | Regular Rate (14,745 gallons) |
| <u>+191.10</u> | Wholesale Charge for Overage |
| \$396.92 | |
| <u>-1,703.31</u> | Original Sewer Charge |
| -1,306.39 | Sewer Adjustment |
| | _8,110 gallons 66,355 gallons x 10% 6,635 gallons +8,110 gallons 14,745 gallons 74,465 gallons -14,745 gallons 59,720 gallons 205.82 +191.10 \$396.92 -1,703.31 |

July Adjustment: −1,306.39

September 2025

Sewer:

| g. | 91,012gallons | Total Usage |
|--------------|------------------------|--|
| | <u>–8,110 gallons</u> | Average Usage |
| | 82,902 gallons | |
| Regular Rate | <u>x 10%</u> | |
| | 8,290 gallons | |
| | <u>+8,110 gallons</u> | Average Usage |
| | 16,400 gallons | Usage at Regular Rate |
| | | |
| | 91,012 gallons | Total Usage |
| | <u>-16,400 gallons</u> | Usage at Regular Rate: \$229.72 |
| Wholesale | 74,612 gallons | Wholesale Charge for Overage: \$238.76 |
| | | |
| | 229.72 | Regular Rate (16,400 gallons) |
| | <u>+238.76</u> | Wholesale Charge for Overage |
| Sewer | \$468.48 | |
| Adjustment | <u>-2,108.87</u> | Original Sewer Charge |
| | -1,640.39 | Sewer Adjustment |

September Adjustment: -1,640.39



TOWN OF SHALLOTTE

Monthly Financial Dashboard

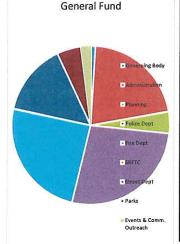
FISCAL YEAR ENDING June 30, 2026

Reporting Period: November 30, 2025

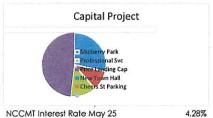
| General Fund | | Collected TD | | FY Budget | | Total Budget |
|-----------------------------|-----|---------------|----|------------|----|--------------|
| PROPERTY TAX | | | \$ | 3,781,720 | \$ | 11,055,367 |
| Revs YTD/% Coll/% of Budget | \$ | 1,228,137 | | 32.48% | | 34.21% |
| SALES & USE TAX | | | 1 | | | |
| Fiscal Year Budget | | | \$ | 2,120,223 | \$ | 11,055,367 |
| Revs YTD/% Coll/% of Budget | \$ | 407,206 | | 19.21% | | 19.18% |
| UTILITY FRANCHISE TAX | | | 1 | | | |
| Fiscal Year Budget | | | \$ | 552,973 | \$ | 11,055,367 |
| Revs YTD/% Coll/% of Budget | \$ | - | | 0.00% | | 5.00% |
| FIRE FEES | | | | | | |
| Fiscal Year Budget | | | \$ | 1,302,407 | \$ | 11,055,367 |
| Revs YTD/% Coll/% of Budget | \$ | 634,519 | _ | 48.72% | | 11.78% |
| OTHER REVENUES | | |] | | | |
| Fiscal Year Budget | | | \$ | 3,298,044 | \$ | 11,055,367 |
| Revs YTD/% Coll/% of Budget | \$ | 1,406,982 | | 42.66% | | 29.83% |
| Enterprise Fund | | | Г | | | |
| OTHER REVENUES | | | \$ | 2,798,851 | \$ | 6,416,568 |
| Revs YTD/% Coll/% of Budget | \$ | 1,851,765 | | 66.16% | | 43.62% |
| SYSTEM DEV FEES | | | \$ | 439,707 | \$ | 6,416,568 |
| Revs YTD/% Coll/% of Budget | \$ | 312,064 | | 70.97% | | 6.85% |
| | | | | | \$ | 6,416,568 |
| Revs YTD/% Coll/% of Budget | \$ | 74 | | 0.00% | | 0.00% |
| SEWER CHARGES | | | \$ | 3,178,010 | \$ | 6,416,568 |
| Revs YTD/% Coll/% of Budget | \$ | 963,246 | | 30.31% | | 49.53% |
| | FUN | ND TOTALS | | | 90 | % of Budget |
| General Fund | | III III was a | \$ | 11,055,367 | \$ | 9,949,830 |
| Revenues FYTD | \$ | 3,676,844 | | 33% | | |
| Enterprise Fund | | | \$ | 6,416,568 | \$ | 5,774,911 |
| Revenues FYTD | \$ | 3,127,075 | | 49% | | |

| GENERAL FUND | Fiscal Year | | | YTD Ex | penses |
|--------------------------|-------------|--------------|----|------------|--------------|
| DEPARTMENTS | | 25/26 Budget | | Current FY | Curent FYTD% |
| Governing Body | \$ | 100,820 | \$ | 28,205 | 27.98% |
| Administration | | 1,713,512 | | 831,866 | 48.55% |
| Planning | | 526,860 | | 192,037 | 36.45% |
| Police Dept | | 3,680,366 | | 1,793,234 | 48.72% |
| Fire Dept | | 2,198,991 | | 859,924 | 39.11% |
| SRFTC | | 8,039 | | 2,611 | 32.47% |
| Street Dept | | 2,023,650 | | 815,730 | 40.31% |
| Parks | | 543,898 | | 172,985 | 31.80% |
| Events & Comm. Outreach | | 259,230 | | 102,783 | 39.65% |
| | \$ | 11,055,367 | \$ | 4,799,374 | 43.41% |
| Fiscal Year Budget | \$ | 11,055,367 | \$ | 4,799,374 | |
| Unspent Budget Remaining | \$ | 6,255,992 | | 56.59% | |
| ENTERPRISE FUND | Т | Fiscal Year | _ | YTD Ex | penses |
| DEPARTMENTS | - | 25/26 Budget | | Current FY | Curent FYTD% |
| Sewer Department | \$ | 6,416,568 | \$ | 3,355,519 | 52.29% |
| | | | | | |
| | \$ | 6,416,568 | \$ | 3,355,519 | 52.29% |
| Fiscal Year Budget | \$ | 6,416,568 | \$ | 3,355,519 | |
| Unspent Budget Remaining | \$ | 3.061.049 | | 47.71% | |

OUR CASH AND INVESTMENTS Balances on Nov 25, 2025 in whole dollars - Bold -As of 10-31-25 CASH & INVESTMENTS BY FUND GENERAL FUND June 2025 Nov 2025 1,125,255 General Fund 967,876 \$ 8,621,002 NCCMT 9,222,400 General Fund Savings 49,619 25,005 TOTAL GENERAL FUND \$ 10,239,895 \$ 9,771,262 ENTERPRISE FUNDS June 2025 Nov 2025 Sewer Fund \$ 1,069,349 1,331,890 3,979,299 3,862,465 \$ NCCMT Sewer Fund Savings 86,636 25,006 TOTAL OTHER FUNDS \$ 5,018,449 \$ 5,336,195 Fines and Forfeitures Fd 100 \$ 100 313 \$ Police Evidence Acct 119 1,861,172 Capital Project Acct 1,080,283 TOTAL CASH & INVESTMENTS TOWN-WIDE June 2025 ALL FUNDS \$ 17,119,929 | \$ 16,187,960



| CP Expenditures | | FY Budget | (| Current Exp |
|---|-----|---------------|-----|----------------------------|
| Mulberry Park | \$ | 1,662,873.00 | \$ | 690,491.31 |
| Riverwalk II | \$ | 1,132,300.20 | \$ | 363,398.96 |
| Professional Svc | \$ | 170,178.95 | \$ | 4,700.00 |
| Price Landing Cap | \$ | 2,500,000.00 | \$ | 1,787,647.94 |
| New Town Hall | \$ | 17,494,785.00 | \$ | 424,705.79 |
| Cheers St Parking | \$ | 337,396.00 | | |
| | | | \$ | |
| Total | \$: | 23,297,533.15 | \$: | 3,270,944.00 |
| CP Revenues | | FY Budget | C | Current Rev |
| App Fund Balance | \$ | 250,000.00 | | |
| Transfer from GF | \$ | 2,982,177.16 | \$ | 615,197.10 |
| ildrister ilotti Oi | \$ | 250.000.00 | | |
| | P | 200,000.00 | | |
| Grant-Riverwalk | \$ | 815,355.99 | \$ | 368,098.96 |
| Grant-Riverwalk SCIF Grant-Riverw SCIF Grant-Mulb | | | | 368,098.96 2,287,647.94 |
| Grant-Riverwalk SCIF Grant-Riverw | \$ | 815,355.99 | | 10 |



Section VIII, Item 5.

| Cash: | N | ovember-24 | No | ovember-25 | Difference |
|--------------------------|----|------------|----|------------|-------------|
| General Fund | \$ | 9,391,446 | \$ | 9,771,262 | |
| Sewer Fund | | 5,127,269 | | 5,336,195 | |
| Special Revenue Fd | | 100 | | 100 | |
| Police Evidence Acct | | 313 | | 119 | |
| Capital Account | | 2,780,520 | | 1,080,283 | |
| EEC.AC DA | \$ | 17,299,648 | \$ | 16,187,960 | (1,111,689) |
| Receipts for November 25 | 5: | | | | |
| Aug 2025 Sales Tax | | 196,585.94 | | | |
| Solid Waste Disposal Tax | | 1,023.53 | | | |
| Oct 25 Town Prop taxes | | 157,764.26 | | | |
| Oct 25 NCDMV | | 31,503.71 | | | |

| NCCMT Interest Rate June 25 | 4.14% |
|----------------------------------|-------|
| NCCMT Interest Rate July 25 | 4.30% |
| NCCMT Interest Rate August 25 | 4.30% |
| NCCMT Interest Rate September 25 | 4.11% |
| NCCMT Interest Rate October 25 | 4.13% |

Town Of Shallotte

Expenditure Statement: 2025 - 2026 for Accounting Period 11/30/2025

GENERAL FUND

| Dept | Dept # Department | Approp Amount | Activity this Period | Expenditure YTD | Encumbrance YTD | Unencumbered Balance | % Exp. |
|------------|-----------------------------|-----------------|-------------------------|--------------------|--------------------|-------------------------|--------|
| 4100 | Governing Body | \$100,820.00 | \$27,849.52 | \$27,849.52 | \$355.00 | \$72.615.48 | 27.98 |
| 4200 | Administration | \$1,713,512.28 | \$830,566.88 | \$830,566.88 | \$1,298.94 | \$881,646.46 | 48.55 |
| 4300 | Planning Deparatment | \$526,860.00 | \$192,037.22 | \$192,037.22 | \$0.00 | \$334,822.78 | 36,45 |
| 4400 | Events & Community Outreach | \$259,230.00 | \$102,782.74 | \$102,782.74 | \$0.00 | \$156,447.26 | 39.65 |
| 5100 | Police | \$3,680,366.40 | \$1,771,020.75 | \$1,771,020.75 | \$22,213.67 | \$1,887,131.98 | 48.72 |
| 2300 | Fire | \$2,198,990.74 | \$868,407.48 | \$868,407.48 | (\$8,483.48) | \$1,339,066.74 | 39.11 |
| 5400 | SRFTC | \$8,038.87 | \$2,610.65 | \$2,610.65 | \$0.00 | \$5,428.22 | 32.48 |
| 2600 | Streets | \$2,023,650.00 | \$777,581.70 | \$777,581.70 | \$38,147.93 | \$1,207,920.37 | 40.31 |
| 2200 | Parks | \$543,898.00 | \$209,356.23 | \$209,356.23 | (\$36,371.50) | \$370,913.27 | 31.80 |
| Total Fund | GENERAL FUND | \$11,055,366.29 | \$4,782,213.17 | \$4,782,213.17 | \$17,160.56 | \$6,255,992.56 | 43.41 |



Town Of Shallotte

Expenditure Statement: 2025 - 2026 for Accounting Period 11/30/2025

ENTERPRISE FUND

Dept # Department

Sewer 8200

ENTERPRISE FUND

Grand Total Total Fund

| Activity this Period | \$3,338,467.53 | \$3,338,467.53 \$8,120,680.70 |
|-------------------------|----------------|-----------------------------------|
| Approp Amount | \$6,416,567.92 | \$6,416,567.92 \$17,471,934.21 |

| & Exp. & Enc. | 52.29 | 52.29 46.67 |
|-------------------------|----------------|----------------------------------|
| Unencumbered Balance | \$3,061,049.06 | \$3,061,049.06 \$9,317,041.62 |
| Encumbrance YTD | \$17,051.33 | \$17,051.33 \$34,211.89 |
| Expenditure YTD | \$3,338,467.53 | \$3,338,467.53 \$8,120,680.70 |

Parks & Recreation Department Monthly Report – December &

- Upcoming Holiday & Community Events
- December 1 − Town Tree Lighting (New date this year!)
- ♣ December 6 Shallotte Christmas Parade
- 📸 December 9 Pictures with Santa @ Mulberry Park
- A December 13 Christmas Village @ Riverwalk
- December 16 Town Christmas Party @ Planet Fun Please RSVP to Megan Bellamy

*A few Highlights

🎁 Holiday Market Success

Our Holiday Market was bustling with over 65 vendors, nonstop foot traffic, festive music, and gorgeous weather along the Riverwalk. A perfect kickoff to the season!

Town Décor is Shining Bright
Huge shoutout to our amazing Streets Department! They've transformed Shallotte with:

Sparkling lights down Main Street
Extra holiday lighting at Mulberry Park
Fresh garland and bows on the Main Street Bridge

Shally made special visits to several community groups—bringing smiles, taking photos, and sharing festive Town swag with the kids.



MEMORANDUM

TO: BOARD OF ALDERMEN

FROM: MIMI GAITHER, TOWN MANAGER

SUBJECT: MANAGER'S REPORT - NOVEMBER 2025 MEETING

DATE: 11.24.25

- Meeting with Daniel Adams, Cape Fear Council of Governments 11.3.25
- BOA Meeting 11.5.25
- Cape Fear COG Managers Meeting Wilmington 11.7.25
- Conference with Cinderella, Matt Bouchard, et al. 11.10.25
- Town Hall closed Veterans Day 11.11.25
- Creech Architect & Samet Design/Development Meeting 11.12.25
- Meeting with Mayor Elect 11.13.25
- Board Workshop 11.18.25
- Staff Meeting 11.20.25
- Meet with Barrett McMullen 11.20.25
- Teams Meeting with Matt Bouchard re Samet Contract 11.21.25
- Park with McGill 11.21.25
- Teams Meeting with Tobias Fulwood with USDA 11.24.25
- Park visit with Mayor 11.20.25
- Packet preparation 11.25.26
- Town Hall closed 11.27 and 11.28

Project Update - Price Landing

After the meeting with Cinderella and the Surety, with the BOA approving the Forbearance Agreement, there has been a great deal of activity at the park. As of 11.24.25 visit most of the work has been completed on the walkway and to the kayak launch. A good portion of the decking has been placed at the mister and work was ongoing at the site. Grading was being performed and the steps to the kayak launch have been formed. The structural engineer is due to be on site tomorrow 11.25.25 to review the work before they call for an inspection. There will be several punch list items to be complete, but hopefully a good portion will be complete by our meeting on 12.2.25. I will bring McGill's report to the meeting as we are putting together the BOA packet early due to the holiday break.

Fire Fee Update

We have not heard a response to our questions regarding the fire tax vs fire fees proposed by the Municipal Managers to the County Manager as reported at the last meeting. There is a perception that there will be no change in fiscal year 26-27 as the County has a huge school bond referendum on the slate and they do not want to lose support for that. However, we have had no official word regarding the status of Fire Fee vs Fire Tax.

Town Hall Complex

We have met with Creech and Samet regarding the design and development of the complex, and they have presented several potential cost-saving options. With the transition to a new mayor, both firms have offered to come and provide an overview of the process to date, how we arrived at the current stage, and what the next steps would be. If the Board of Aldermen is interested in moving forward with a presentation, I will request possible dates from both parties.

Note – we will not have a workshop meeting in December.

SHALLOTTE BOARD OF ALDERMEN

REGULAR MEETING

November 5, 2025 5:15 P.M.

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

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

Aldermen absent: Jimmy Bellamy

Staff present: Mimi Gaither, Robert Waring, 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 Bobby Williamson seconded by Karmen Custer to open the meeting. Motion carried 4 yes 0 no.

II. INVOCATION & PLEDGE

Father Farrell Graves 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 Gene Vasile seconded by Karmen Custer to approve the agenda as submitted. Motion carried 4 yes 0 no.

V. SWEARING IN ABC BOARD

Town Clerk Natalie Goins administered the oaths of office to ABC Board members Bobby Russ, Chris Lane and Gordon Lewis. A motion was made by Larry Harrelson seconded by Gene Vasile to express the Town's appreciation for Mr. Roy Mintz's 48 years of service on the ABC Board. Motion carried 4 yes 0 no.

VI. HUFFMAN FAMILY – WIND PHONE

Mr. Huffman addressed the board regarding his request to install a "wind phone" in memory of his son Christian, who passed away seven months ago. Mr. Huffman shared his personal grief journey and how this installation could help others in the community who have experienced similar losses. He proposed placing the wind phone near his father-in-law's (Carson Durham) bench and his son's memorial tree in the Mulberry Park. The Huffman family would install and maintain the phone booth with the town's approval. Mayor Eccard extended condolences to the Huffman family. A motion was made by Larry Harrelson seconded by Gene Vasile to approve installation of the "wind

phone". Motion carried 4 yes 0 no.

VII. THOMPSON, PRICE, SCOTT & ADAMS AUDIT PRESENTATION

Alan Thompson from Thompson, Price, Scott & Adams presented the audit report for the fiscal year ended June 30, 2025. The Town received an unmodified, "clean" audit opinion. Mr. Thompson commended Finance Director Isaac Norris and staff for their excellent work. Mayor Eccard thanked Mr. Thompson and his firm for their efforts on the audit and recognized Finance Director and staff for their continued performance.

VIII. PUBLIC COMMENTS

Brent Alchin (425 Red Fox Street) addressed issues he feels are safety concerns:

- The kayak launch at Riverwalk Park has a severe angle that makes it difficult for users trying to exit the water. He recommended modifications to the ramp angle and adding proper signage.
- Some of the signage in Wildwood Village is installed too low (4-5 feet off the ground).

IX. DEPARTMENT REPORTS

1. Police

A. In-Car & Body Camera Systems

A motion was made by Bobby Williamson seconded by Gene Vasile to approve the acquisition and payment plan for Axon camera systems (18 in-car and 20 body). The total cost of \$346,608.50 would be split into six payments starting January 2026 through August 2030. Motion carried 4 yes 0 no.

2. Fire

3. Planning

Planning Director Robert Waring informed the Board that the initial step of the Resilient Coastal Communities Program (RCCP) grant process involves forming a Community Action Team (CAT) comprised of five town residents. He requested that the Board provide recommendations for potential members by the November work session meeting.

4. Public Utilities

A. Deed of Dedication (Sewer)

- 1. Meadows Phase 3: Resolution 25-10
- 2. Meadows Phase 4: Resolution 25-11

A motion was made by Karmen Custer to approve the deeds of dedication for Meadows Phase 3 (Resolution 25-10) and Phase 4 (Resolution 25-11), seconded by Gene Vasile. Motion carried 4 yes 0 no.

5. Finance

6. Media & Events

7. Administration

A. McGill Additional Services

A motion was made by Gene Vasile seconded by Karmen Custer to approve the extension

McGill's contract through December with an amount not to exceed \$27,870. Motion carried 4 yes 0 no.

B. Brunswick County Fire Tax

Town managers with municipal fire departments met and submitted questions to the County manager. Answers will be brought back before the Board once they are received.

8. Mayors Monthly Activities

Mayor Eccard reported that State legislature passed a bill removing the 2.4% pension surcharge obligation for this fiscal year and that the final Environmental Impact Statement for the Carolina Bays project will likely not be completed until early 2027.

X. CONSENT AGENDA

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

- A. September 30, 2025 Work Session Meeting Minutes
- B. October 7, 2025 Regular Meeting Minutes
- C. October 21, 2025 Work Session Meeting Minutes
- D. Budget Adjustment BA 25-26-4: Town Hall Project legal fees \$10,000
- E. Budget Adjustment BA 25-26-5: Creech & Associates engineering fees \$144,710.35

Motion carried 4 yes 0 no.

Mayor Eccard called for a five minute recess.

XI. PUBLIC HEARINGS

1. Annexation (Hayden Point)

Corner of Forest St. Ext. and US 17.
Parcel IDs # 1820004221 & 1820004201
Weyerhaeuser NR Company
96.03 Acres +/2 Commercial Parcels

1. A motion was made by Larry Harrelson seconded by Karmen Custer to open the public hearing. Motion carried 4 yes 0 no.

Town Planner Brandon Eaton gave an overview of the request.

- 2. Public Comments/Questions
- 3. A motion was made by Karmen Custer seconded by Gene Vasile to close the public hearing. Motion carried 4 yes 0 no.
- 4. Board Comments-Questions
- 5. A motion was made by Karmen Custer seconded by Gene Vasile to approve Ordinance 25-27, annexing PIDs 1820004221 & 1820004201. Motion carried 4 yes 0 no.

2. TXT 25-28 (SUP to CZ - Phase 2)

- 1. A motion was made by Bobby Williamson seconded by Gene Vasile to open the public hearing. Motion carried 4 yes 0 no.
- 2. Public Comments/Questions
- 3. A motion was made by Gene Vasile seconded by Karmen Custer to close the public hearing. Motion carried 4 yes 0 no.
- 4. Board Comments-Questions
- 5. A motion was made by Larry Harrelson seconded by Karmen Custer to approve the Board of Aldermen Statement of Consistency. Motion carried 4 yes 0 no.
- 6. A motion was made by Gene Vasile seconded by Larry Harrelson to approve Ordinance 25-18 amending the Town of Shallotte Unified Development Ordinance, specifically Article 10, Section 10-2 (Table of Permitted Uses). Motion carried 4 yes 0 no.

3. TXT 25-29 (Bed and Breakfast Inns)

- 1. A motion was made by Gene Vasile seconded by Karmen Custer to open the public hearing. Motion carried 4 yes 0 no.
- 2. Public Comments/Questions
- 3. A motion was made by Gene Vasile seconded by Karmen Custer to close the public hearing. Motion carried 4 yes 0 no.
- 4. Board Comments-Questions
- 5. A motion was made by Karmen Custer seconded by Gene Vasile to approve the Board of Aldermen Statement of Consistency. Motion carried 4 yes 0 no.
- 6. A motion was made by Larry Harrelson seconded by Karmen Custer to approve Ordinance 25-29 amending the Town of Shallotte Unified Development Ordinance, specifically Article 10, Section 10-3(E). Motion carried 4 yes 0 no.

4. TXT 25-30 (Event Venues)

- 1. A motion was made by Larry Harrelson seconded by Gene Vasile to open the public hearing. Motion carried 4 yes 0 no.
- 2. Public Comments/Questions
- 3. A motion was made by Karmen Custer seconded by Gene Vasile to close the public hearing. Motion carried 4 yes 0 no.
- 4. Board Comments-Questions
- 5. A motion was made by Gene Vasile seconded by Bobby Williamson to approve the Board of Aldermen Statement of Consistency. Motion carried 4 yes 0 no.
- 6. A motion was made by Bobby Williamson seconded by Karmen Custer to approve Ordinance 25-30 amending the Town of Shallotte Unified Development Ordinance, specifically Article 10, Section 10-3(L). Motion carried 4 yes 0 no.

5. TXT 25-31 (Petition Denial Time Limit - NCGS Update)

- 1. A motion was made by Gene Vasile seconded by Karmen Custer to open the public hearing. Motion carried 4 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 4 yes 0 no.
- 4. Board Comments-Questions
- 5. A motion was made by Bobby Williamson seconded by Karmen Custer to approve the Board of Aldermen Statement of Consistency. Motion carried 4 yes 0 no.

6. A motion was made by Gene Vasile seconded by Karmen Custer to approve Ordinance 25-31 amending the Town of Shallotte Unified Development Ordinance, specifically Article 4, Section 4-6. Motion carried 4 yes 0 no.

6. TXT 25-32 (Minor Subdivision Update)

- 1. A motion was made by Karmen Custer seconded by Gene Vasile to open the public hearing. Motion carried 4 yes 0 no.
- 2. Public Comments/Questions
- 3. A motion was made by Bobby Williamson seconded by Karmen Custer to close the public hearing. Motion carried 4 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 4 yes 0 no.
- 6. A motion was made by Gene Vasile seconded by Bobby Williamson to approve Ordinance 25-32 amending the Town of Shallotte Unified Development Ordinance, specifically Article 2, Section 2-2. Motion carried 4 yes 0 no.

XII. DISCUSSION

XIII. ADJOURN

A motion was made by Gene Vasile seconded by Bobby Williamson to adjourn at 6:43 p.m. Motion carried 4 yes 0 no.

Respectfully submitted,

Natalie Goins, Town Clerk

SHALLOTTE BOARD OF ALDERMEN

WORK SESSION MEETING

NOVEMBER 18, 2025

5:15 P.M.

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

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

Aldermen absent: Jimmy Bellamy

Staff present: Mimi Gaither, Robert Waring, Dan Formyduval, Isaac Norris, Natalie Goins, Megan Bellamy and Attorney Laura Thompson.

I. CALL TO ORDER

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

II. CONFLICT OF INTEREST

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

III. AGENDA AMENDMENTS & APPROVAL OF AGENDA

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

IV. CLOSED SESSION

Pursuant to N.C.G.S. 143-318.11 (a) (3), a motion was made by Bobby Williamson seconded by Gene Vasile to go into closed session to consult with the attorney in order to protect the attorney-client privilege. Motion carried 4 yes 0 no. The Board entered closed session to discuss a Conditional Forbearance agreement with Town attorney Laura Thompson and Matt Bouchard (participating via Teams), an attorney specializing in construction and surety law, regarding the Price Landing project. Mr. Bouchard presented a rationale for allowing Cinderella Partners Inc. to complete their work on the Price Landing project despite being behind schedule and having quality issues with failed inspections.

A motion was made by Gene Vasile seconded by Karmen Custer to resume regular session at 6:01 p.m. Motion carried 4 yes 0 no. A motion was made by Karmen Custer seconded by Gene Vasile to approve the conditional forbearance agreement. Motion carried 4 yes 0 no.

V. BRUNSWICK COUNTY RESOLUTION REQUEST

A motion was made by Gene Vasile seconded by Karmen Custer to approve Resolution 25-13 Opposing the Fuquay-Varina Interbasin Transfer (IBT) and Request for Additional Comment. Motion carried 4 yes 0 no.

VI. RESILIENT COASTAL COMMUNITIES PROGRAM CAT TEAM

Planning Director Robert Waring stated that no interests had been received to date and encouraged Board members to continue seeking constituents to fill the CAT Team positions.

VII. CONSENT AGENDA

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

- A. Budget Adjustment BA 25-26-6: Body Cameras \$292,382.33
- B. Budget Adjustment BA 25-26-7: Town Hall / Price Landing Invoices \$70,000.00

Motion carried 4 yes 0 no.

VIII. **DISCUSSION**

IX. ADJOURN

A motion was made by Gene Vasile seconded by Karmen Custer to adjourn at 6:10 p.m. Motion carried 4 yes 0 no.

Respectfully submitted,

Natalie Goins, Town Clerk

Section IX, Item C.



Town of Shallotte Board of Aldermen **ACTION AGENDA ITEM** 2025

| TO: Board of Aldermen | ACTION ITEM #: | | | | | |
|--|--|------------|--|--|--|--|
| | MEETING DATE: | 12/02/2025 | | | | |
| FROM: Robert Waring, Planning Director | DATE SUBMITTED: | | | | | |
| | | | | | | |
| ISSUE/ACTION REQUESTED: Review engineer's estimate for sidewalk construction estimate for Phase II Summer's Walk subdivision & authorize staff signature of performance guarantee agreement per Section 28-7 B) Shallotte UDO | PUBLIC HEARING: | ☐ YES ⊠ NO | | | | |
| Performance guarantees are instruments that allow developed required infrastructure. The Town of Shallotte currently only guarantee. | | | | | | |
| | Staff would call the guarantee should the work identified in the estimate go unfinished. Please note that NCGS requires municipalities that allow for improvement guarantees to allow for the three types, cash, letter of credit, & sureties. | | | | | |
| LDI Commercial, LLC. has submitted a performance guarantee for the construction of sidewalks in Phase II of the Summer's Walk subdivision. The guarantee is in the form of a surety bond totaling \$102,277. This is 125% of the estimated work for the incomplete infrastructure. The estimate has been confirmed by the Town's engineer. | | | | | | |
| Staff requests that the Board authorize signature on the agre | ement. | | | | | |
| FISCAL IMPACT: | | | | | | |
| BUDGET AMENDMENT REQUIRED: | ☐ YES 🔀 NO | | | | | |
| CAPITAL PROJECT ORDINANCE REQUIRED: | ☐ YES | | | | | |
| PRE-AUDIT CERTIFICATION REQUIRED: | ☐ YES ⊠ NO | | | | | |
| REVIEWED BY DIRECTOR OF FISCAL OPERATIONS | YES NO | | | | | |
| REVIEWED BY DIRECTOR OF FISCAL OF ERATIONS | | | | | | |
| CONTRACTS/AGREEMENTS: | | | | | | |
| REVIEWED BY TOWN ATTORNEY: | ☐ YES ⊠ NO | N/A | | | | |
| ADVISORY BOARD RECOMMENDATION: | | | | | | |
| STAFF RECOMMENDATION: | | | | | | |
| FINANCE RECOMMENDATION: | | | | | | |

ACTION OF THE BOARD OF ALDERMEN APPROVED: DEFIRED UNTIL: SIGNATURE ACTION OF THE BOARD OF ALDERMEN ATTEST: CLERK TO THE BOARD SIGNATURE

Summers Walk - Phase 2 ENGINEER'S QUANTITY ESTIMATE



November 10, 2025 09534-0001

| Item | Description | Quantity Estimate | Unit | Unit Cost | Remaining Improvements |
|------|------------------------------|----------------------|-----------|--------------------|------------------------|
| 1 | 8' MULTI-USE PATH | 2046 | SY | \$40.00 | \$81,822.22 |
| | | | | | |
| | | | | | \$81,822.22 |
| | | | | | |
| | REMAINING IMPROVEMENTS TOTAL | | | | |
| | | ESTIMATE | SURETY AN | IOUNT TOTAL | \$ 102,277.78 |



The Gray Insurance Company The Gray Casualty & Surety Company

Subdivision Bond

Bond Number: GSH6800058

KNOW ALL PERSONS BY THESE PRESENTS, that we, as Principal and The Gray Casualty & Surety Company, a Louisiana corporation, as Surety, are held and firmly bound unto Town of Shallotte, NC, as Obligee, in the sum of:
One Hundred Two Thousand Two Hundred Seventy Seven Dollars and 78/100 \$ 102,277.78

for the payment whereof said Principal and Surety bind themselves, jointly and severally, as provided herein.

WHEREAS, in order to file a plat or subdivision map, or to obtain a permit, the Principal has entered into a contract with the Obligee which requires the Principal make certain improvements to the land as more particularly set forth in Summers Walk - Phase 2; 8' Multi-Use Path (hereinafter referred to as the "Contract").

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall construct the improvements described in the Contract within time period granted by Obligee, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that this bond is subject to the following conditions:

- 1. The Principal is in Default under the contract;
- 2. The Obligee has declared the Principal to be in Default and has given written notice to the Principal and Surety of such declarations;
- 3. The Obligee has performed its obligations under the Contract;

When the Obligee has satisfied the conditions above, the Surety shall have a reasonable time to take one of the following actions:

- 1. Complete or cause the completion of the Contract; or
- 2. Waive its right to perform and complete, or cause completion, and with reasonable promptness under the circumstances: (a) after investigation, determine the amount for which it may be liable to the Obligee and make payment to the Obligee; or (b) deny liability in whole or in part and notify the Obligee, citing reasons for denial.

This bond runs to the benefit of the named Obligee only, and no other person shall have any rights under this bond.

This bond is not a forfeiture obligation. The liability of the Surety shall in no event exceed either the penal sum of the bond or the reasonable cost of completing the improvements described in the Contract not completed by the Principal, whichever is less.

The Surety agrees that no change, extension of time, alteration, addition, omission, or other modification of the terms of the said Contract or in the said work to be performed, or in the specifications, or in the plans, shall in anywise affect its obligation on this Bond, and it does hereby waive notice of any such changes, extensions of time, alternations, additions, omissions, and other modifications.





THE GRAY INSURANCE COMPANY THE GRAY CASUALTY & SURETY COMPANY

GENERAL POWER OF ATTORNEY

Bond Number: GSH6800058

Principal: LDI Commercial, LLC

Project: Summers Walk - Phase 2; 8' Multi-Use Path

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: Jennifer Underhill and James P. Lowrey of Raleigh, North Carolina jointly and severally on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

"RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4th day of November, 2022.

Michael T. Gray President The Gray Insurance Company

Cullen S. Piske President

The Gray Casualty & Surety Company



State of Louisiana

Parish of Jefferson

On this 4th day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican Notary Public Notary ID No. 92653 Orleans Parish, Louisiana

Leigh Anne Henican

Notary Public, Parish of Orleans State of Louisiana My Commission is for Life

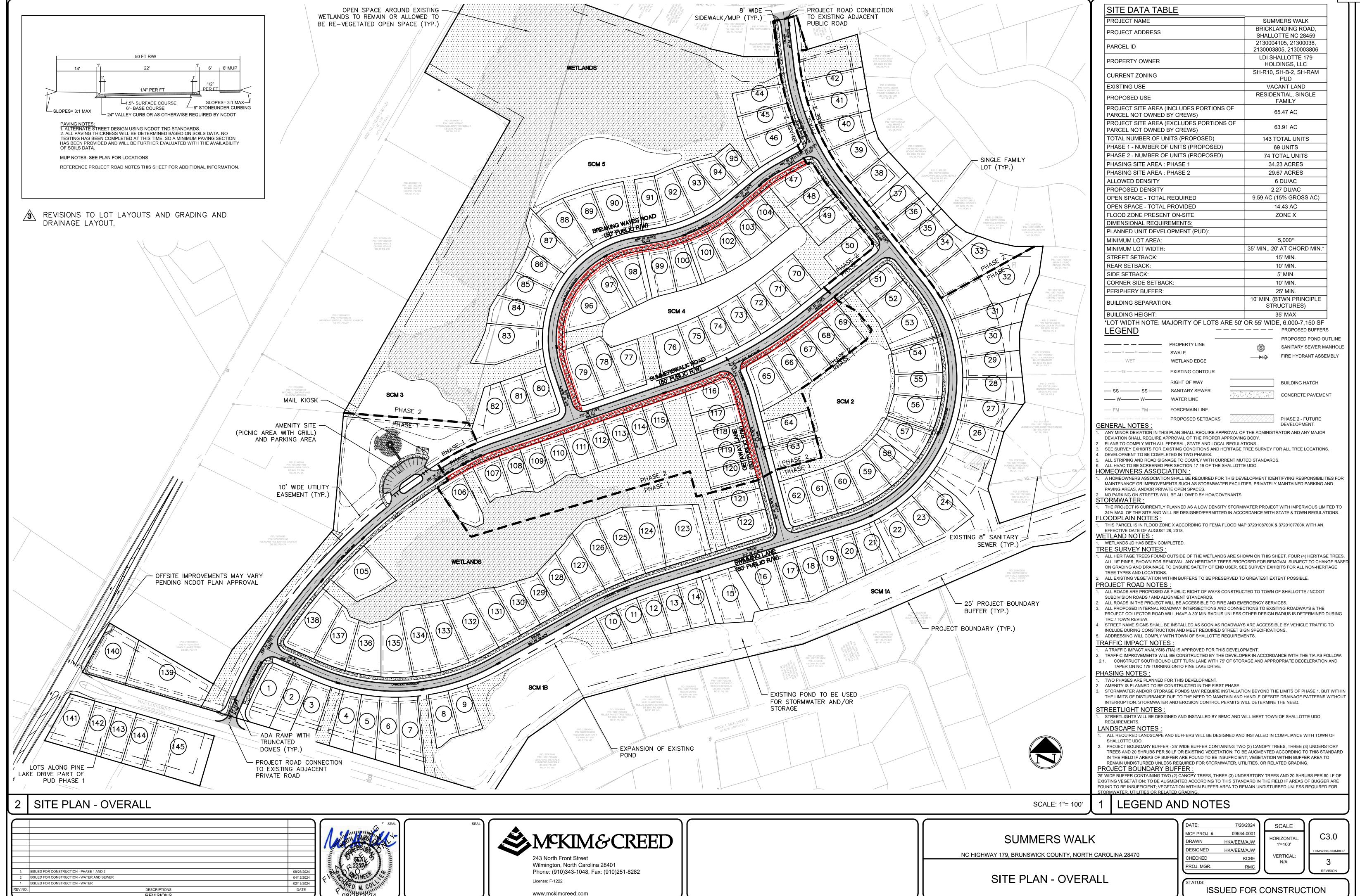
I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 18 day of November , 2025

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 18 day of November . 2025

jeigh Hume Henican







REVISIONS

Section IX, Item D.



Town of Shallotte Board of Aldermen **ACTION AGENDA ITEM**2025

| TO: Board of Aldermen | ACTION ITEM # MEETING DATE | TH 171 20 00 |
|---|---|--------------|
| FROM: Brandon Eaton, Planner II | DATE SUBMITTED: | 12/02/2023 |
| | SUBMITTED. | |
| ISSUE/ACTION REQUESTED: Request the Board to direct the Town Clerk to "investigat sufficiency thereof and to certify the result of the investigate the petition for voluntary annexation of Parcel ID #'s 182 18200016, 1820000501, & 1820000503 (near the intersect Forest St. Extension and Hwy 17) on behalf of the Morni Development Company. | gation" of 200018, ction of | ☐ YES ⊠ NO |
| BACKGROUND/PURPOSE OF REQUEST: Staff has received an application and petition for voluntar plat. G.S. 160A-31 requires that prior to a public hearing; of the petition. | | |
| Upon the direction of the Board, staff will ensure that the subsequent public hearing is advertised and adjacent prop | | |
| FISCAL IMPACT: BUDGET AMENDMENT REQUIRED: CAPITAL PROJECT ORDINANCE REQUIRED: PRE-AUDIT CERTIFICATION REQUIRED: REVIEWED BY FINANCE DIRECTOR | □ YES ⋈ NO □ YES ⋈ NO □ YES ⋈ NO □ YES ⋈ NO | |
| CONTRACTS/AGREEMENTS: REVIEWED BY TOWN ATTORNEY: | □ YES □ | NO N/A |
| ADVISORY BOARD RECOMMENDATION: NA | | |
| STAFF'S RECOMMENDATION: NA | | |

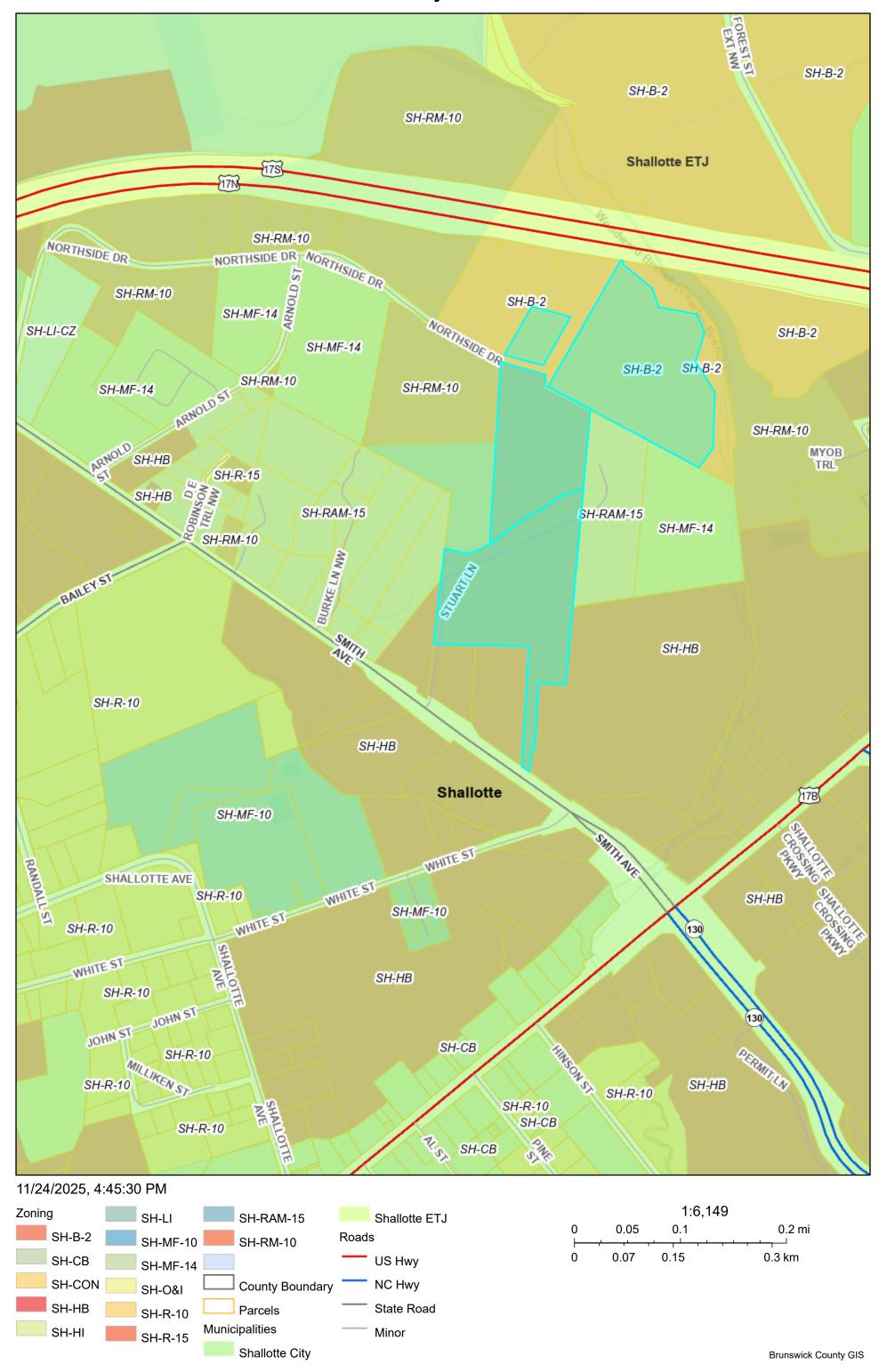
FINANCE RECOMMENDATION: NA

ATTACHMENTS:

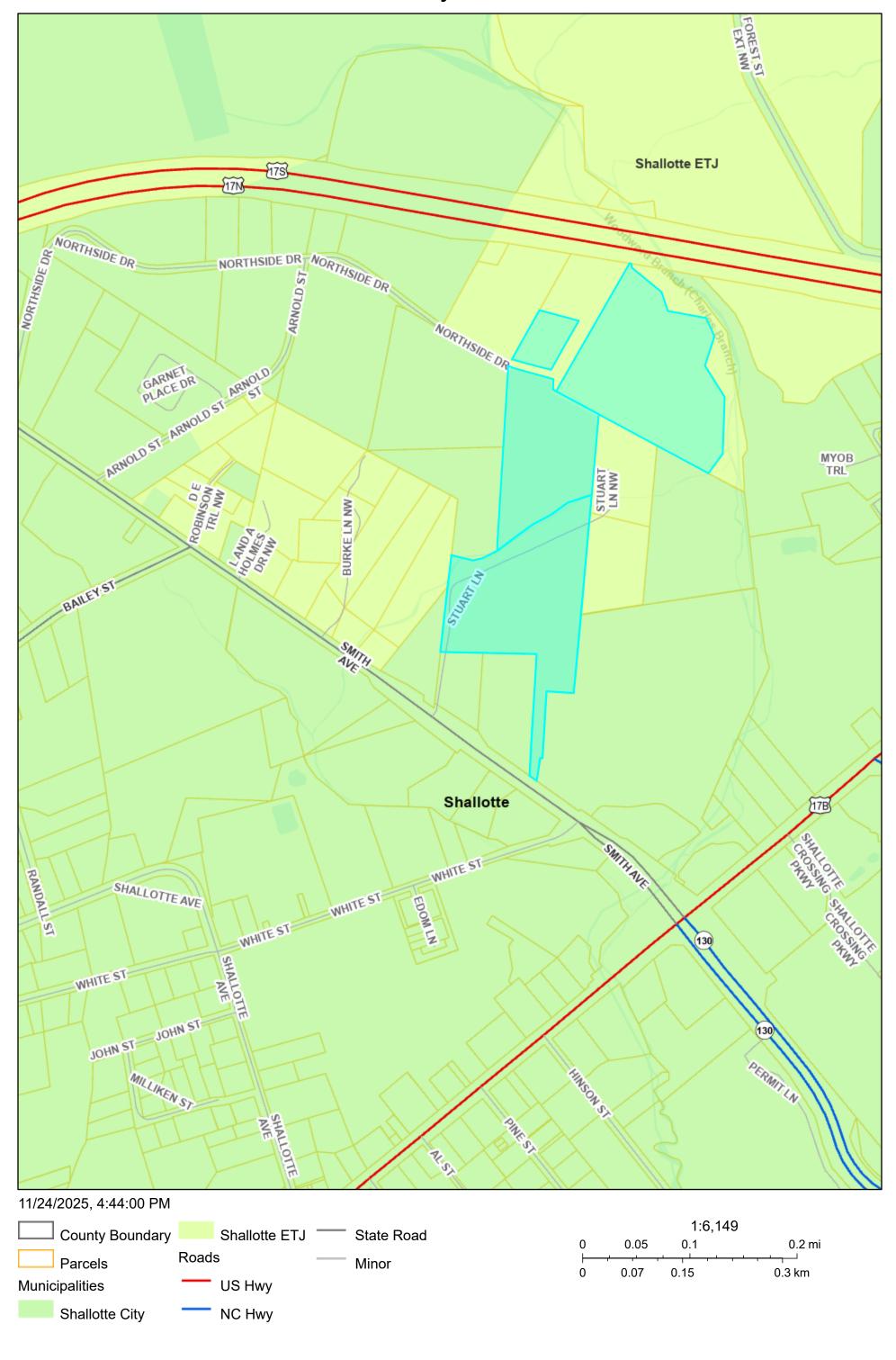
- 1. Petition for Annexation
- 2. Area Map
- 3. Legal Description

| ACTION OF THE BOARD OF ALDERMEN | | | | |
|---------------------------------|--|--|-----------|--------------------|
| APPROVED: DENIED: | | | ATTEST: | CLERK TO THE BOARD |
| DEFERRED UNTIL: | | | | |
| OTHER: | | | SIGNATURE | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Brunswick County GIS Data Viewer



Brunswick County GIS Data Viewer



Section IX, Item E.



Town of Shallotte Board of Aldermen **ACTION AGENDA ITEM**2025

| TO: Board of Aldermen | | ON ITEM #: | FLUM Update Agreement |
|---|---|------------------------------|-----------------------|
| FROM: Brandon Eaton, Planner II | DATE | ING DATE: ITTED: | 12/02/2025 |
| ISSUE/ACTION REQUESTED: Request Board's consent to enter into an agreement with Anchorpoint Planning to assist staff in updating the Tow Future Land Use Map. | | | ☐ YES ⊠ NO |
| BACKGROUND/PURPOSE OF REQUEST: From time-to-time, and as the Town develops, the fit comprehensive plan should be updated to reflect zon staff and elected officials may have a more complete areas when making development decisions. | ning changes and po | otential grow | th patterns so that |
| FISCAL IMPACT: BUDGET AMENDMENT REQUIRED: CAPITAL PROJECT ORDINANCE REQUIRED: PRE-AUDIT CERTIFICATION REQUIRED: REVIEWED BY FINANCE DIRECTOR | ☐ YES☐ YES☐ YES☐ YES | ⊠ NO ⊠ NO ⊠ NO ⊠ NO | |
| CONTRACTS/AGREEMENTS: REVIEWED BY TOWN ATTORNEY: | ⊠ YES | □ NO | N/A |
| ADVISORY BOARD RECOMMENDATION: NA | | | |
| STAFF'S RECOMMENDATION: Staff recommends | approval. | | |

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Anchorpoint Agreement
- 2. Current future land use map

| ACTION OF THE BOARD OF ALDERMEN | | | | |
|---------------------------------|--|--|-----------|--------------------|
| APPROVED: DENIED: | | | ATTEST: | CLERK TO THE BOARD |
| DEFERRED UNTIL: | | | | |
| OTHER: | | | SIGNATURE | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

ANCHORPOINT PLANNING, LLC PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (the "Agreement"), is entered into as of by and between Anchorpoint Planning, LLC (hereinafter referred to as "CONSULTANT"), 221 Bradley Drive, Wilmington, NC 28409 and the Town of Shallotte (hereinafter referred to as "CLIENT"), 106 Cheers Street, Shallotte, NC 28470, (hereinafter referred to as "CLIENT.

IN CONSIDERATION OF the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the CLIENT and the CONSULTANT agree as follows:

- 1. **Engagement**: The CONSULTANT hereby agrees to an engagement for services to be delivered to the CLIENT and the CLIENT accepts the engagement upon the terms and conditions hereinafter set forth.
- 2. **Scope of Services:** The CONSULTANT shall develop, perform and complete the scope of services set forth in EXHIBIT A (hereinafter referred to as the "Scope of Services").
- 3. **Compensation**: The CLIENT shall pay the CONSULTANT a sum not to exceed \$6,000 during the contract period as compensation for the services set forth in EXHIBIT A. The CONSULTANT will submit monthly or quarterly invoices for services rendered.
- 4. **Term**: This Agreement shall be in effect for the period commencing on November 1, 2025 and ending no later than June 30, 2026 ("Contract Period").
- 5. **Failure to Pay:** If the CLIENT fails to make any payment to the CONSULTANT for services and expenses within 30 days after the CONSULTANT'S invoice then the CONSULTANT may, after giving seven (7) days written notice to the CLIENT, suspend services under this Agreement until the CLIENT has paid in full the amounts due for services and other chargeable expenses.
- 6. **Termination for Convenience**: This Agreement may be terminated by either the CLIENT or the CONSULTANT with or without any cause or justification, upon one (1) month's written notice. Notice shall be deemed to have been given when it is delivered in person or electronically to the CONSULTANT or to the Chief Elected or Administrative Official of the CLIENT. In the event of such termination of service, the CONSULTANT shall be paid for all services provided to date.
- 7. **Indemnification:** Excluding liability, loss, damage, cost and expenses resulting from the negligence of the CONSULTANT, Client shall indemnify CONSULTANT and release CONSULTANT from any and all liability, loss, damage, cost and expense including any liabilities or losses sustained because of CONSULTANT's performance of the Scope of Services.

1

- 8. **Independent Legal Review:** Nothing in this Contract shall relieve CLIENT from engaging its own legal counsel to the work product produced by CONSULTANT in connection with its performance of the Scope of Services.
- 9. Severability: If any provision of this Agreement, or the application thereof to either party is illegal, unenforceable, or otherwise held invalid in any respect by government promulgation, operation of law, court decree or otherwise, such holding(s) shall not affect the other provisions or applications of this Agreement which can be given effect without the invalid provision.
- 10. **Benefit**: This Agreement shall be binding on and shall inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors and assigns except to the extent that the right to assign the Agreement is limited in paragraph 14(d) below.
- 11. **Records**: The CONSULTANT agrees to make available to the CLIENT, or to its designated representative, all of its records which relate to the services, and agrees to allow the CLIENT or said representative to audit, examine and copy any and all data, documents, proceedings, records and notes of activity relating in any way to these services. Access to these records shall be allowed upon request at any time during normal business hours and as often as the CLIENT or said representatives may deem necessary.
- 12. **Force Majeure**: In the event that either party is unable to perform its obligations under this Agreement as a result of a force majeure, neither party shall be liable to the other for direct or consequential damages resulting from lack of performance. "Force Majeure" shall mean pandemic, fire, earthquake, flood, act of God, strikes, work stoppages, or other labor disturbances, riots or civil commotions, litigation, war, or other act of any foreign nation, power of government, or governmental agency or authority, or any other cause like or unlike any cause mentioned above which is beyond the control of either party.
- 13. **Entire Agreement**: This agreement constitutes the entire agreement and there are no oral or other representations regarding the subject of this Agreement that are binding on either party. All changes to this Agreement must be in writing, signed by both parties. It is understood and agreed that email correspondence shall constitute "a writing" to this Agreement unless expressly excluded herein.

14. Special Provisions and Conditions:

- (a) Nondiscrimination: CONSULTANT agrees not to discriminate by reason of age, race, religion, color, sex, national origin, or handicap related to the activities of this Agreement.
- (b) Conflict of Interest: CONSULTANT certifies that to the best of its knowledge no employee or officer of any public agency interest in this Agreement has any pecuniary interest in the business of the CLIENT or of the Agreement, and that no person associated with the CONSULTANT has any interest that would conflict in any manner with the performance of the Agreement.

- (c) Compliance with Laws: The CONSULTANT shall at all times observe and comply with all laws, ordinances and regulation of the State, Federal and Local government which may in any manner affect the performance of the Agreement.
- (d) Non-Assignability: The CONSULTANT shall not assign any interest in the Agreement and shall not transfer any interests in the same without prior written consent of the CLIENT; provided, however, that claims for money due to the CONSULTANT from the CLIENT under this Agreement may be assigned to any commercial bank or other financial institution without such approval.
- (e) Personnel: The CONSULTANT represents that it has, or will secure, at its own expense, all personnel required to carry out and perform the scope of services of this Agreement. Such personnel shall not be employees of or have any relationship to any of the members of the CLIENT.
- 15. **Governing Law:** This Agreement has been executed in and shall be governed by the laws of the State of North Carolina.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the first date written above.

ANCHORPOINT PLANNING, LLC

| BY: | |
|--|---|
| Wes MacLeod, Principal | |
| TOWN OF SHALLOTTE | |
| BY: | ATTEST: |
| Town Manager | Town Clerk |
| This instrument has been preaudited in the manner requ | tired by the Local Government Fiscal Control Act. |
| Finance Officer | |

EXHIBIT A: Scope of Services

Future Land Use Map Review and Update:

- Review current future land use map, descriptions, and relevant policies.
- Analyze existing development patterns, development projects, environmental constraints and regulatory codes to identify opportunities and inconsistencies.
- Review recent development approvals for misalignment with future land use descriptions and map.
- Work with Town staff to identify areas for improvement and update.
- Present draft update to Planning Board and Board of Aldermen for approval.

Anticipated Schedule:

The anticipated time to complete the project is 4-6 months.

- November 2025: Meet with Town staff to seek input on areas needed for review and update. Review and draft updates to future land use map and descriptions.
- <u>December 2025:</u> Review and draft updates to future land use map and descriptions.
- <u>January 2026</u>: Planning Board to review draft update and provide recommendation for approval.
- <u>February to April 2026:</u> Board of Aldermen to review and consider adoption. Hold Public Hearing and consider adoption of draft updates.

Section IX, Item E.

Town of Shallotte



2018 Land Use Plan

Map 5.4 Future Land Use Classification Map

Waterbody

Swamp/Marsh

Municipal Boundaries

Corporate Limits

dorporate minu

ETJ
Future Land Use

General Commercial

Light Commercial

Main Street Commercial
Riverfront Mixed Use

Mixed Use

Industrial

High Density Restidential

Medium Density Residential

Low Density Residential

ion Bonony neonaone

Recreation

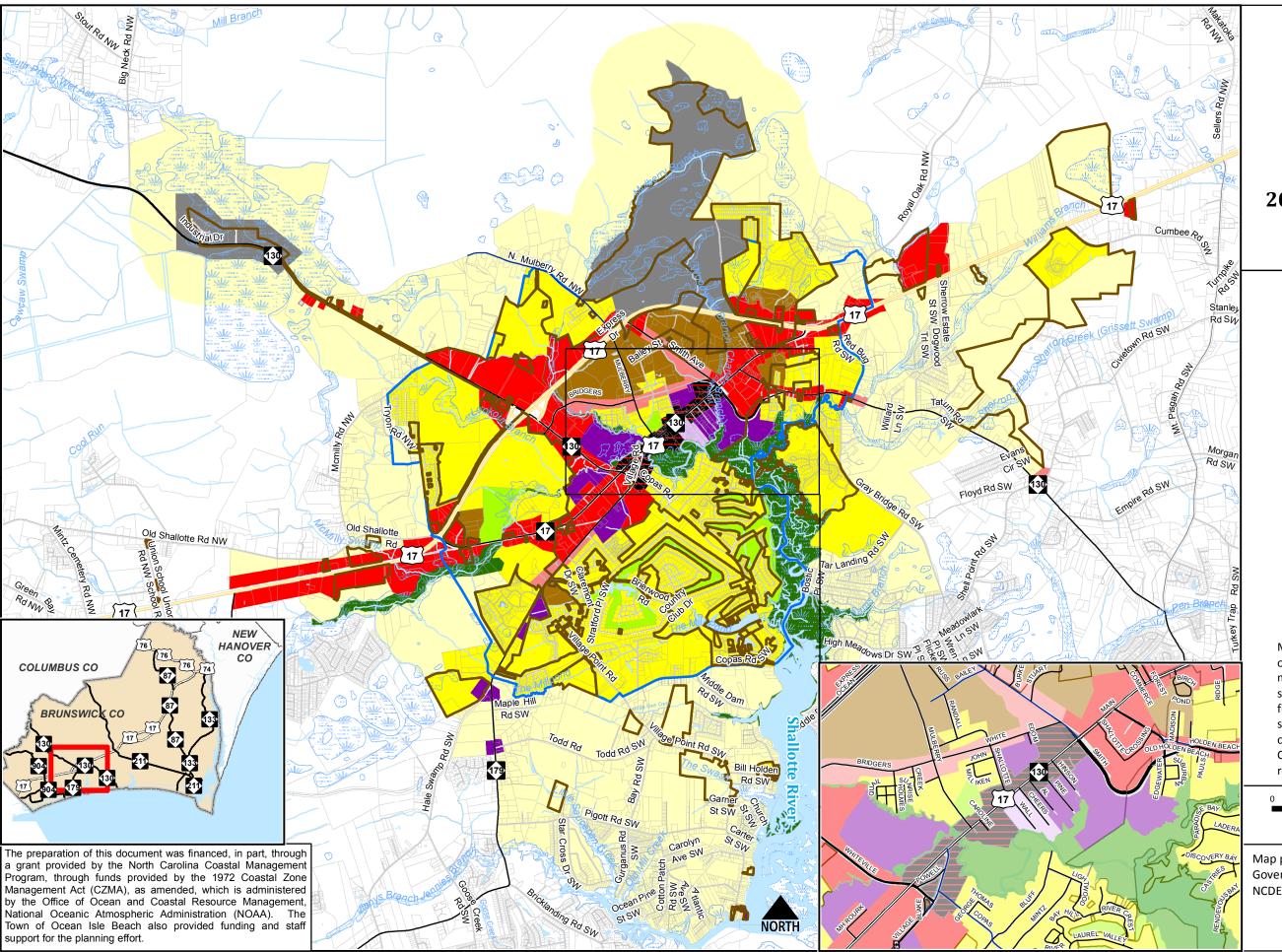
Conservation

Map is to be used for general purposes only. Spatial data used to generate this map was gathered from disparate sources and represent a condition at a fixed period in time. 100% accuracy of spatial data to current circumstances cannot be guaranteed. The Cape Fear Council of Governments is not legally responsible for the misuse of this map.

0 0.4 0.8 1.6 Miles 1 in = 0.8 miles

Map prepared by Cape Fear Council of Governments. Data sources: Brunswick Co., NCDEQ, NCDOT, USGS.





Section X. Item 1.



request.

Town of Shallotte Board of Aldermen **ACTION AGENDA ITEM** 2025

| TO: Board of Aldermen | ACTION ITEM #: | REZ 25-27 | |
|---|-----------------|------------|----|
| | MEETING DATE: | 11/12/2025 | |
| FROM: Robert Waring, Planning Director | DATE SUBMITTED: | | |
| | | | |
| | | | |
| ISSUE/ACTION REQUESTED: | PUBLIC HEARING: | X YES | NO |
| Review a rezoning request & PUD master plan for a tract | | _ | |
| of land within the Town's ETJ & take action upon the | | | |

BACKGROUND/PURPOSE OF REQUEST: The Wererhaeuser Tract is 96 acres +/- located along Forest Street Ext. & Hwy 17 (Bypass) and is proposed to be rezoned to the Town's Planned Unit Development (PUD) zoning. The project would form phases 4-6 of the Hayden Point PUD (phases 1-3 approved 8.6.2024).

The property is currently located in the Town's ETJ & is zoned Business-2 & Residential Agriculteral-15 (B-2 & RA-15). The proposed master plan, divided into three phases & consists of 207 lots (single-family homes), there is no multi-family component proposed. The project proposes a density of 2 units per acre.

The Town's Future Land Use (FLU) Map IDs the areas as a combination of Industrial, Medium Density Residential, & General Commercial. The project is not in keeping with the industrial prescription, but as noted with the previous PUD, the area would be poorly suited for industrial uses. The layout and use are well suited to the surrounding mix or residential and multi-family uses. Please note that approving a zoning change would have the effect of updating the FLU Map.

NCDOT approved the Traffic Impact Analysis for the project prior to the Town's approval of the rezoning/master plan. The analysis sites the RCI intersection & proposed internal connection to the adjacent phases of the PUD. The east/west road connection with the adjacent tract is still shown on the plan & has been a priority for the Town. This connection is also reflected in the Town's 2025 Collector Street Plan.

Water will be provided via the County, sewer will be provided by the Town, and roads will be dedicated to the Town for maintenance.

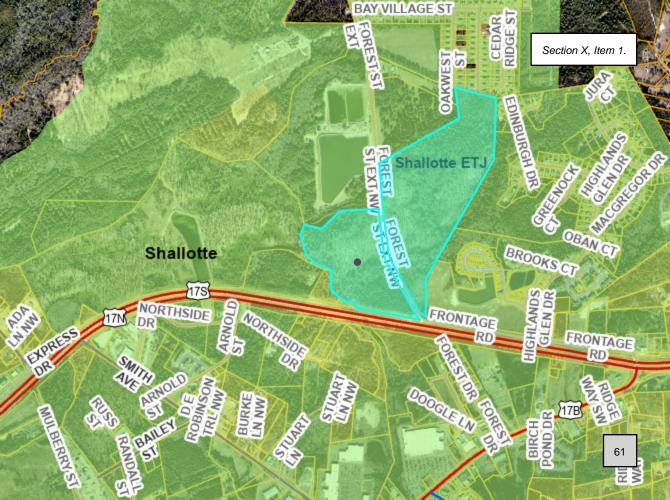
Once the rezoning & master plan are approved, the developer will submit subdivision plans for the various tracts. These plans will include greater detail for utility and road construction.

The Board may:

Vote to approve the proposed changes (with or without conditions); or Vote to deny the proposed changes; or Continue the item until additional information is presented.

| BUD CAP PRE | AL IMPACT: DGET AMENDMENT REQUIRED: PITAL PROJECT ORDINANCE REQUIRED: C-AUDIT CERTIFICATION REQUIRED: VIEWED BY DIRECTOR OF FISCAL OPERATIONS | ☐ YES ☐ YES ☐ YES ☐ YES | NONONONONO | | | |
|---|---|-------------------------|--|-------|--|--|
| | FRACTS/AGREEMENTS: /IEWED BY TOWN ATTORNEY: | YES | ⊠ NO | □ N/A | | |
| | SORY BOARD RECOMMENDATION: Planning Bomber meeting. The Board voted unanimously to recon. | | | | | |
| STAFF RECOMMENDATION: Staff recommends approval with the following conditions: The road connection from Forest St. Ext across to Express Dr. property be completed in the first phase of construction Plans and applications for the subsequent tract/phases be submitted for review preliminary subdivision review prior to any work on the site | | | | | | |
| FINA | NCE RECOMMENDATION: NA | | | | | |
| ATTA | ACHMENTS: | | | | | |
| 1. | Area map | | | | | |
| 2. | Rezoning/PUD Application | | | | | |
| 3. | 3. Master Plan | | | | | |
| 4. | 4. TRC Comments/Responses | | | | | |
| 5. | 5. Permitted Use Table | | | | | |
| 6. | 6. FLU Map & Descriptions | | | | | |
| 7. | | | | | | |
| 8. | Ç | | | | | |
| 9. | 9. Draft Board of Aldermen Statement of Consistency | | | | | |

| ACTION OF THE BOARD OF ALDERMEN | | | | | |
|---------------------------------|--|--|-----------|--------------------|--|
| APPROVED: DENIED: | | | ATTEST: | CLERK TO THE BOARD | |
| DEFERRED UNTIL: | | | | | |
| | | | SIGNATURE | | |
| OTHER: | | | | | |





| Official Use | Section X, Item 1. |
|-----------------|--------------------|
| 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.

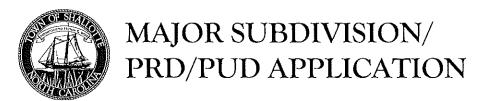
A rezoning is a change in the zoning of a tract of land. Rezonings are also known as map amendments and are amendments to the Unified Development Ordinance (UDO). Article 9 of the UDO describes the zoning districts within the Town's zoning jurisdiction. Article 10 identifies which uses are allowable 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): Hayden | Pointe Ph 4, 5, 6 | | | |
|---|--------------------|---------------------------------|--|--|
| SECTION 1: APPLICANT INFORM | ATION | | | |
| Petitioner Name: G3 Engineering & | Surveying, LLC. | | | |
| Mailing Address: 24 Commerce Dri | ive, Pawleys Islar | nd, SC 29585 | | |
| Phone: (843) 237-1001 | Fax: | Email: permit@g3engineering.org | | |
| SECTION 2: PROPERTY OWNER I | INFORMATION (if | different from above) | | |
| Owner Name(s): WEYERHAEUS | ER NR COMPAN | IY | | |
| Mailing Address: 13005 SW 1st Roa | ad, Suite 241, Ne | wberry, Florida 32669 | | |
| Phone: 352 415-4532 | Fax: | Email: | | |
| SECTION 3: PROPERTY INFORMA | ATION | | | |
| Street Address and/or Description of Location: Tract NW and NE of intersection of Forest St Extension NW and US 17S | | | | |
| Parcel Tax ID #(s): PID 1820004221, 1820004201 Total Site Acres or Square Feet: 96.03 | | | | |
| Current Zoning District(s): SH-B-2, SH-RA-15 | | | | |
| Proposed Zoning District(s): PUD | | | | |
| 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. | | | | |

Page 1 of 2 08-2

| SECTION 4: LAND USE COMPATIBILITY ANALYSIS | | | | | |
|--|--|--|--|--|--|
| Future Land Use Map designation: Low Density Residential, Commercial and 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): Existing Shallotte Land Use Plan depicts the tracts as a mixture of Low Density Residential, Commercial and Industrial. Proposed development utilizes a consistent, least intense use on tract while maintaining compatibility with existing adjacent developments east and west of proposed development. | | | | | |
| 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): Proposed development is comparable to existing adjacent PDD with lot sizes as well as similarly sized developments East of proposed development. Residential only use allows similar land uses within close proximity and similar land uses utilizing the proposed connection to the adjacent existing PD. | | | | | |
| SECTION 6: SUPPLIMENTAL 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: Date: 8/28/25 | | | | | |
| | | | | | |
| Official Use Only | | | | | |
| Planning Board Hearing Date: Recommendation: Staff: | | | | | |
| Board of Aldermen Hearing Date: Action: Staff: | | | | | |

Page 2 of 2 08-20



| Official Use | Section X, Item 1. |
|-----------------|--------------------|
| P&Z#: | |
| Date Rec'd: | |
| Rec'd By: | |
| Amount Paid: \$ | |

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

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

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

| Project Name: Hayden Pointe Ph 4, 5, 6 | | | | | | |
|---|------------------------------------|--|---------------------------------|--|--|--|
| SECTION 1: APPLICANT INFORMATION | | | | | | |
| Applicant Name: G3 Engineering & Surveying, LLC. | | | | | | |
| Mailing Address: 24 Commerce Drive, Pawleys Island, SC 29585 | | | | | | |
| Phone: 843-237-1001 | Fax: | | Email: permit@g3engineering.org | | | |
| SECTION 2: PROPERTY OWNER INFORMATION (if different from above) | | | | | | |
| Owner Name(s): WEYERHAEUSER NR COMPANY | | | | | | |
| Mailing Address: 13005 SW 1st Road, Suite 241, Newberry, Florida 32669 | | | | | | |
| Phone: 352 415-4532 | Fax: | | Email: | | | |
| SECTION 3: PROPERTY INFORMATION | | | | | | |
| Street Address and/or Description of Location: Tract NW and NE of intersection of Forest St Extension NW and US 17S | | | | | | |
| Parcel Tax ID #(s): PID 1820004221, 182 | 1820004201 Total Site Acres: 96.03 | | .03 | | | |
| Current Zoning District(s): SH-B-2, SH-RA-15 | | | | | | |
| SECTION 4: PROJECT INFORMAT | NON NO. | | | | | |
| Proposed Zoning District(s): PUD ■ PUD □ PRD Overlay | | | | | | |
| Project to be developed in phases? | YES □ NO | Phase Lines must be shown on Master Development Plans. | | | | |
| Brief Project Description: Proposed Development of single family u | ınits on parcels as sp | ecified in exhibit. | | | | |

| SECTION 4: PROJECT INFORMATION (continued) | | | Section X, Item 1. | | |
|---|--------------|--------|--------------------|--|--|
| PROPOSED LAND USE MIX | UNITS | ACRES | SQUARE FOOTAGE | | |
| Single-Family Detached Residential | | 96.03 | NA | | |
| Single-Family Attached Residential (Townhomes) | | | NA | | |
| Multi-Family Residential (Triplex, Quadraplex, Apartments, | Condos) | 4 | NA | | |
| Office & Institutional (including religious, civic, and educate | tional uses) | | | | |
| Retail | | | | | |
| Other Non-retail Commercial | | | | | |
| Light Industrial | | | | | |
| Recreation & Open Space (privately owned and maintained |) NA | | NA | | |
| Recreation & Open Space (dedicated to Town of Shallotte) | NA | | NA | | |
| SECTION 5: SUPPLIMENTAL INFORMATION REQ | QUIRED | | | | |
| | | | | | |
| Official Use Only | | | | | |
| Planning Board Hearing Date: Recomm | nendation: | Staff: | | | |
| Board of Aldermen Hearing Date: Action: | | Staff: | | | |
| Comments: | | | | | |





TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

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

Meeting Date: September 18, 2025

Town of Shallotte Technical Review Weyerhaeuser NR, Co. Attn: Brandon Truesdale, PE 13005 SW 1st Road, Suite 241 Newberry, Florida 32669

RE: Hayden Point, Phase 4, 5, & 6 (Weyerhaeuser Tract). Parcel ID # 1820004221, 1820004201

Mr. Truesdale,

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

Your request for Annexation & PUD master plan will be brought to the Town of Shallotte Planning Board for their review and recommendation before being placed on the Board of Alderman's agenda for public hearing and action.

Please contact me with any questions,

RW

Planning/Zoning

- 1. Please provide a list of adjacent property owners (Excel Doc., derived from BrunsCo Tax records)
- 2. Note, staff will administer future reviews once the Board has approved annexation & PUD master plan
 - a. Preliminary subdivision applications will be required for each phase
 - b. Preliminary subdivision plan approval will be needed prior to any site work or ground disturbance
- 3. Please note that the setbacks detailed in the zoning table will be those referenced in future zoning reviews
- 4. The Town has been dealing with significant connectivity issues in the adjoining areas; it is likely that the Board will want to see the road connecting to the adjacent property be constructed ASAP. Please let us know the proposed schedule for road construction.
 - a. The Board will likely assign conditions requiring this to take place sooner rather than later
- 5. Please show all required TIA improvements on plan and note any phasing
- 6. Please provide proposed road cross sections for all roads
- 7. Note, the Town will require 5' wide sidewalks along both sides of all roads, or where appropriate, an 8' wide sidewalk along one side
- 8. Please provide note addressing Town connectivity ratio, ref. Sec 30-2
- 9. Staff would propose a street stub in Phase 5B that could allow future connectivity to the Highland Forest development
- 10. Please that the area SW ponds should not be calculated as open space proposed
- 11. Please provide general types & suitability of proposed rec area/open space, ref. Art. 29
- 12. A heritage tree survey will be required along with a plan for preservation and/or replacement
 - a. Staff would strongly support preservation/replacement in common areas so as to maximize native tree canopy
- 13. A Town of Shallotte Stormwater permit will be required prior to final subdivision approval
- 14. Will single-family also have rear setback of 10'? If so, they will not be room for Accessory structures. Please have noted in the HOA No Accessory structures allowed.
- 15. Road names are to be submitted to Brunswick County for approval
- 16. The town will assign addresses once the county assigns the street number ranges.
- 17. Sign permit will be reviewed and issued separately per UDO Section 21 6
- 18. The following signs are permitted in all residential zoning districts.
 - a. Permanent freestanding identification signs for residential developments shall be ground mounted signs no more than 64sq. ft. area and 6' Max height
 - b. One (1) permanent identification sign may be located at up to two (2) major entrances per development or phase. Signs to be placed on an island or median within the right-of-way, preferably with the site plan or preliminary plat review for the entire project or phase of the project. Illumination shall be restricted to indirect white lighting.
 - c. Up to three (3) temporary banners are permitted within a residential subdivision or multi-family project not to exceed eight (8) square feet each and shall be located near the entrance to and within the project or unit they are advertising.
- 19. Please provide copies of all state and federal permits as they are acquired
- 20. Note, all signs permitted separately

Water & Sewer

- 1. It is understood that these are conceptual drawings. Please include Street names when available.
- 2. What is the planned storm water conveyance to bridge the gap between lots 599 and 598?
- 3. With the significant improvements required for the intersections into Forest St in the vicinity of the phase line between 5A and 6 the existing culvert needs to be upgraded to the current NCDOT standard.
- 4. Obviously this is premature to this part of the conversation, but I would like to see a detail as to how the existing surface of Pine St will tie into Road F.

Dan Formyduval Public Works Utility Supervisor dformyduval@townofshallotte.org

- 1. Gravity sewer is to be installed wherever possible. Pressure Sewer is only allowed by the approval of the Board of Aldermen. (Code of Ordinances 52.030 B).
- 2. Allocation of sewer is issued to only 60 lots at a time.
- 3. All sewer must be permitted by the state prior to construction of sewer lines, lift-stations, etc. You may request permit for entire project and receive Partial Finals for the 60-lot allocated to allow c/o.
- 4. You must have an Authorization to Construct from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.
- 5. A final for the state permits will be required prior to Final Plat or any sewer connections.
- 6. Lift station is to be located on a separate parcel which is included with the dedication of the utility to the Town.
- 7. Correct As-built in CAD form needs 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 debratos@outlook.com

Town Engineer

- 1. No proposed grades provided at this time.
- 2. A Town of Shallotte Stormwater permit will be required.
 - a. Please submit full stormwater and erosion control plans and details along with approved NCDEQ Stormwater, Erosion Control, wetland fill and any other required environmental permits along with Stormwater Permit application package.
- 3. General comment the cul-de-sac right-of-way of Phase 6 appears to go offsite, with proposed sidewalk right on the property line and some of the cul-de-sac rights-of-way and Road I right-of-way encroach in wetland setbacks, with the sidewalk proposed at or within the setback. Existing and proposed contours are not shown at this time to determine if tie grading can be accomplished without additional wetland impacts.
- 4. Will Road F physically connect to existing Pinecrest Road NW? If so, please assure existing drainage is considered.

Elizabeth Nelson, PE, Town Engineer Elizabeth@EliEngineering.net

Shallotte FD

- 1. Need fire flow is specified in the Brunswick County Fire Prevention Ordinance
 - a. Brunswick County Fire Prevention Ordinance B105.1
 - b. Static water sources are not used as primary water sources
- 2. Hydrant placement as specified by Fire Code Official
 - a. Future issues are to be forwarded to BC Water Dept
- 3. Cul-de-sac requirements
 - a. Brunswick County Fire Prevention Ordinance D103.1
 - b. Will accept alternative based upon documents supporting apparatus turn analysis

- 4. Traffic Calming
 - a. No vertical disruption of vehicle travel
- 5. HOA/POA to enforce
 - a. Unobstructive access to fire hydrants
 - b. No on-street parking
- 6. Additional details attached with in sperate attachment

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

Shallotte PD

1.

Adam Stanley, Chief of Police astanley@townofshallotte.org

Brunswick County Code Admin/Fire Marshall

- 1. Cul-de-sacs shall be provided as indicated in The Brunswick County Fire Prevention Ordinance Figure D103.1 of 96 feet in diameter.
- 2. In accordance with The Brunswick County Fire Prevention Ordinance the fire hydrants to be spaced not to exceed 500 foot spacing and no point of the road to exceed 250 feet from a fire hydrant. Fire hydrants should not be placed at the end of dead-end roads or turnarounds (example- can be provided at intersection then down the road to meet any distance but before the cul-de-sac)
- 3. Note that Phase 5A and 5B would need an approved turn around between phases. Please remember hydrant locations would also apply to the phase lines.
- 4. The stub out at lots 559 and 560 exceeds a dead end of 150 feet and will need an approved turnaround. Please refer to the Brunswick County Fire Prevention Ordinance.
 - a. If this will be a connection please indicate.
- 5. Refer to Brunswick County Fire Prevention Ordinance on fire flow requirements- minimum fire flow for residential is 1,000 GPM and for commercial minimum flow is 1,500 GPM.
- 6. A Fire Application for the fire development will be required to make site inspections for the roads, hydrants, street signs, and hydrant flows before building construction is approved or plat is signed.

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

Brunswick County Engineering

1.

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

Brunswick County Building Inspections

1. .

Jeff McIntosh jeff.mcintosh@brunswickcountync.gov

Brunswick County Floodplain

1. The effective Flood Mapping list the area within the X Flood Zone in 2018 FIRM mapping. However, the NCEM Advisory Flood Data mapping has indicated that there are areas within the project have been identified to be flooded during the 1% (100 year Storm Event). It is recommended that the approval include provisions for a Flood Study (H & H Study) to be conducted, and submitted to and approved by FEMA/NC Flood prior to construction beginning. This will provide the limits of flooding within the property such that they can be avoided with home development.

James Paggioli, CFM, Floodplain Administrator, Brunswick County

Brunswick County 911

1.

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

NCDOT

1. TBD.

Angela (Angel) Hammers, Engineering Technician III, Division of Highways | Division 3 | District 3, NCDOT, 910 398 9100 / 9119 office / direct akhammers@ncdot.gov

NCDEQ

1. Any proposed work within 75 ft. of Normal High Water or within Coastal Wetland Areas will trigger CAMA. We would be happy to review any proposals on a site plan.

Tara MacPherson, Wilmington Region District Manager, NC Division of Coastal Management, NCDEQ tara.macpherson@deq.nc.gov

Sent via e-mail 9.19.2025 RW



Town of Shallotte Planning Board Attn: Robert Waring P.O. Box 2287 Shallotte, NC 28459 910-754-4032

RE: Forest Street PUD (Hayden Pointe Ph. 4, 5, 6) – PUD Master Plan Update ID: 1820004201 & 1820004221 Single Family Development

Mr. Waring,

Thank you and the Technical Review Committee for providing your time and expertise in providing us your comments for the Forest Street / Hayden Pointe Ph 4, 5, 6 project within the Town of Shallotte. Please see below our responses to the comments provided.

Planning/Zoning

 Please provide a list of adjacent property owners (Excel Doc., derived from BrunsCo Tax records)

Response- Will provide as requested.

- 2. Note, staff will administer future reviews once the Board has approved annexation & PUD master plan
 - a. Preliminary subdivision applications will be required for each phase.

Response- Understood.

b. Preliminary subdivision plan approval will be needed prior to any site work or ground disturbance

Response- Understood.

3. Please note that the setbacks detailed in the zoning table will be those referenced in future zoning reviews

Response- Understood; Note: the setbacks have been revised to remain consistent for all single family product and utilization of a single lot typical.

- 4. The Town has been dealing with significant connectivity issues in the adjoining areas; it is likely that the Board will want to see the road connecting to the adjacent property be constructed ASAP. Please let us know the proposed schedule for road construction.
 - a. The Board will likely assign conditions requiring this to take place sooner rather than later

Response- Current phasing is structured to allow connection in initial phase (phase development sequence table included on PD Master Plan).

5. Please show all required TIA improvements on plan and note any phasing Response- TIA improvements depicted with descriptions as to timing of improvements in notes.

Page 2 of 8



Please provide proposed road cross sections for all roads Response- Road cross section included as requested

Note, the Town will require 5' wide sidewalks along both sides of all roads, or where 7. appropriate, an 8' wide sidewalk along one side.

Response- Understood; sidewalks depicted in typical and in plan view for anticipated placement of 5' or 8' sidewalks within development.

- Please provide note addressing Town connectivity ratio, ref. Sec 30-2 Response- Connectivity ratio included as requested.
 - Staff would propose a street stub in Phase 5B that could allow future connectivity to the Highland Forest development

Response- Noted; as it is unclear whether feasible to ever extend it is currently depicted as a right of way easement for future expansion should connection be determined to be feasible by Shallotte. During development, it is depicted until such time as a separate parcel with adjacent lot maintaining easements and setbacks at future developed condition.

- 10. Please note that the area SW ponds should not be calculated as open space proposed. Response- Pond area excluded from provided "Open space" acreages - Pond area located within open space parcels, but area not included towards provided acreage (see update to tables reflecting alteration and breakdowns).
- 11. Please provide general types & suitability of proposed rec area/open space, ref. Art. 29 Response- Open space areas classified and amenity location depicted.
 - 12. A heritage tree survey will be required along with a plan for preservation and/or replacement
 - a. Staff would strongly support preservation/replacement in common areas so as to maximize native tree canopy

Response- Required tree survey to be provided with development plans (was previously a timber site, so no developed acreage is anticipated to be impacted); where feasible with construction, existing vegetation shall be maintained as requested.

- 13. A Town of Shallotte Stormwater permit will be required prior to final subdivision approval Response- Understood.
 - 14. Will single-family also have rear setback of 10'? If so, they will not be room for Accessory structures. Please have noted in the HOA - No Accessory structures allowed.

Response- Lot typical was updated to reflect one consistent single family lot typical inclusive of referenced setbacks. Note included in exhibit referencing no accessory structures as requested.

- 15. Road names are to be submitted to Brunswick County for approval Response- Understood.
- 16. The town will assign addresses once the county assigns the street number ranges. Response- Understood.
- 17. Sign permit will be reviewed and issued separately per UDO Section 21 6 Response- Understood.

Section X, Item 1.



Page 3 of 8

- 18. The following signs are permitted in all residential zoning districts.
 - a. Permanent freestanding identification signs for residential developments shall be ground mounted signs no more than 64sq. ft. area and 6' Max height
 - b. One (1) permanent identification sign may be located at up to two (2) major entrances per development or phase. Signs to be placed on an island or median within the right-of-way, preferably with the site plan or preliminary plat review for the entire project or phase of the project. Illumination shall be restricted to indirect white lighting.
 - c. Up to three (3) temporary banners are permitted within a residential subdivision or multi-family project not to exceed eight (8) square feet each and shall be located near the entrance to and within the project or unit they are advertising.

Response- Understood; signage anticipated to be addressed upon completion of permit submissions for development.

- 19. Please provide copies of all state and federal permits as they are acquired Response- Understood; will provide all upon receipt.
- 20. Note, all signs permitted separately Response- Understood.

Water & Sewer

1. It is understood that these are conceptual drawings. Please include Street names when

Response- Street names anticipated to be provided during construction plan submissions.

- 2. What is the planned storm water conveyance to bridge the gap between lots 599 and 598? Response- Culvert placed at road crossing and wetland fill to adequately convey stormwater for design storm events.
 - 3. With the significant improvements required for the intersections into Forest St in the vicinity of the phase line between 5A and 6 the existing culvert needs to be upgraded to the current NCDOT standard.

Response- Noted; required improvements shall be provided with construction set submissions.

4. Obviously this is premature to this part of the conversation, but I would like to see a detail as to how the existing surface of Pine St will tie into Road F.

Response- for drainage the existing ditch network for the facility drains away from the development. We will provide the necessary information pertaining to elevations at design stage to confirm elevations to meeting minimum requirements for transition between developments.

Dan Formyduval Public Works Utility Supervisor dformyduval@townofshallotte.org



Response to TRC comments- 10/9/25



Page 4 of 8

1. Gravity sewer is to be installed wherever possible. Pressure Sewer is only allowed by the approval of the Board of Aldermen. (Code of Ordinances 52.030 B).

Response- Noted; gravity used throughout development to access proposed sewer lift stations.

2. Allocation of sewer is issued to only 60 lots at a time.

Response- Understood.

3. All sewer must be permitted by the state prior to construction of sewer lines, lift-stations, etc. You may request permit for entire project and receive Partial Finals for the 60-lot allocated to allow c/o.

Response- Understood- any deviations understood to require prior approval.

4. You must have an Authorization to Construct from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.

Response- Understood.

5. A final for the state permits will be required prior to Final Plat or any sewer connections.

Response- Understood.

6. Lift station is to be located on a separate parcel which is included with the dedication of the utility to the Town.

Response- Understood and depicted as such on Master Plan.

7. Correct As-built in CAD form needs to be submitted to the Town's engineer prior to c/o.

Response- Understood; will be provided upon completion as requested.

8. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town.

Response- Understood.

9. Landscape cannot block access sewer meter and lines or lift station(s).

Response- Understood.

Debra White, CZO, Development & Regulatory Compliance Manager debratos@outlook.com

Town Engineer

1. No proposed grades provided at this time.

Response- Construction plans reflecting PD master plan anticipated upon completion of PD process.

- 2. A Town of Shallotte Stormwater permit will be required.
 - a. Please submit full stormwater and erosion control plans and details along with approved NCDEQ Stormwater, Erosion Control, wetland fill and any other required environmental permits along with Stormwater Permit application package.

Response- Understood; shall be provided upon completion of PD process.



Response to TRC comments- 10/9/25

Page **5** of **8**

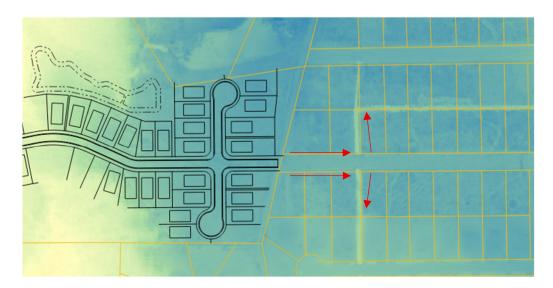
3. General comment - the cul-de-sac right-of-way of Phase 6 appears to go offsite, with proposed sidewalk right on the property line and some of the cul-de-sac rights-of-way and Road I right-of-way encroach in wetland setbacks, with the sidewalk proposed at or within the setback. Existing and proposed contours are not shown at this time to determine if tie grading can be accomplished without additional wetland impacts.

Response- Proposed Right-of-way located within tract extents; linework referenced crossing property lines are the utility easements extending along the proposed right-of-ways. At the culde-sac / terminations, no utility extensions are anticipated to require supplemental easements outside the proposed right-of-way. If upon development plan submissions it is determined that said easement is necessary, the proposed right of ways shall be adjusted to reflect any additional requirements.

Based upon initial grading and stormwater design completion, the proposed grading of roadways / sidewalks are designed to allow adequate transitions without additional wetland impacts beyond those shown. Should design and/or construction plan revisions per municipal comments impact design in these areas, it is understood the road may be required to shift to maintain any disturbance outside wetlands or appropriate additional impacts permitted appropriately.

4. Will Road F physically connect to existing Pinecrest Road NW? If so, please assure existing drainage is considered.

Response- Connection expected as requested to existing roadway- the existing roadway drains through existing ditch networks and drains towards ditches located between lots within their community so minimal roadway drainage consideration is expedited (LIDAR information included below for preliminary informational purposes).



Elizabeth Nelson, PE, Town Engineer Elizabeth@EliEngineering.net



Page 6 of 8

Shallotte FD

- 1. Need fire flow is specified in the Brunswick County Fire Prevention Ordinance
 - a. Brunswick County Fire Prevention Ordinance B105.1
 - b. Static water sources are not used as primary water sources

Response- Understood; utility design shall accommodate minimum municipal requirements for fire prevention.

- 2. Hydrant placement as specified by Fire Code Official
 - a. Future issues are to be forwarded to BC Water Dept

Response- Understood; hydrant placement to be specified during construction set submissions.

- 3. Cul-de-sac requirements
 - a. Brunswick County Fire Prevention Ordinance D103.1
- b. Will accept alternative based upon documents supporting apparatus turn analysis Response- Understood; minimum Cul-de-sac requirements to be provided based upon municipal requirements or alternatives provided for review. For phase 5A temporary cul de sac- it is currently proposed to utilize the future right of way easement as the temporary turnaround
 - 4. Traffic Calming
 - a. No vertical disruption of vehicle travel

Response- Understood; will coordinate during plan set submissions for acceptable traffic calming devices for utilization within the proposed development. If there is a preferred method please let us know and we will try to accommodate during initial construction set submissions.

- 5. HOA/POA to enforce
 - a. Unobstructive access to fire hydrants
 - b. No on-street parking

Response- Understood; required parking for the single family lots are located external to the proposed right-of-ways for the development.

6. Additional details attached with in sperate attachment

Response- Received and shall be referenced during design set submissions.

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

Shallotte PD

1.

Adam Stanley, Chief of Police astanley@townofshallotte.org

Brunswick County Code Admin/Fire Marshall

1. Cul-de-sacs shall be provided as indicated in The Brunswick County Fire Prevention Ordinance Figure D103.1 of 96 feet in diameter.

Response- Master Plan reflects referenced diameter as requested.





Page **7** of **8**

 In accordance with The Brunswick County Fire Prevention Ordinance the fire hydrants to be spaced not to exceed 500 foot spacing and no point of the road to exceed 250 feet from a fire hydrant. Fire hydrants should not be placed at the end of dead-end roads or turnarounds (example- can be provided at intersection then down the road to meet any distance but before the cul-de-sac)

Response- understood; proposed hydrant placement shall be finalized during constructions set submissions.

3. Note that Phase 5A and 5B would need an approved turn around between phases. Please remember hydrant locations would also apply to the phase lines.

Response- understood; confirmation to be provided based upon phasing sequence for adequate fire coverage in standalone and final buildout conditions and applicable turnaround or approved method to be confirmed during plan submissions.

- 4. The stub out at lots 559 and 560 exceeds a dead end of 150 feet and will need an approved turnaround. Please refer to the Brunswick County Fire Prevention Ordinance.
 - a. If this will be a connection please indicate.

Response- This is anticipated to be a connection to existing Pinecrest Street NW.

5. Refer to Brunswick County Fire Prevention Ordinance on fire flow requirements- minimum fire flow for residential is 1,000 GPM and for commercial minimum flow is 1,500 GPM.

Response- understood; minimum fire requirements to be confirmed during design set submissions.

6. A Fire Application for the fire development will be required to make site inspections for the roads, hydrants, street signs, and hydrant flows before building construction is approved or plat is signed.

Response- Understood.

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

Brunswick County Engineering

1.

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

Brunswick County Building Inspections

1.

Jeff McIntosh jeff.mcintosh@brunswickcountync.gov



Response to TRC comments- 10/9/25





Brunswick County Floodplain

1. The effective Flood Mapping list the area within the X Flood Zone in 2018 FIRM mapping. However, the NCEM Advisory Flood Data mapping has indicated that there are areas within the project have been identified to be flooded during the 1% (100 year Storm Event). It is recommended that the approval include provisions for a Flood Study (H & H Study) to be conducted, and submitted to and approved by FEMA/NC Flood prior to construction beginning. This will provide the limits of flooding within the property such that they can be avoided with home development.

Response-Preliminary Flood Data shall be analyzed during design and lots confirmed to be higher than proposed elevations in study with stormwater confirmation of reductions.

James Paggioli, CFM, Floodplain Administrator, Brunswick County

Brunswick County 911

1.

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

NCDOT

TBD.

Angela (Angel) Hammers, Engineering Technician III, Division of Highways | Division 3 | District 3, NCDOT, 910 398 9100 / 9119 office / direct akhammers@ncdot.gov

NCDEQ

1. Any proposed work within 75 ft. of Normal High Water or within Coastal Wetland Areas will trigger CAMA. We would be happy to review any proposals on a site plan.

Response- Understood; Once designs are completed, we will be able to confirm disturbance area and will submit as needed.

Tara MacPherson, Wilmington Region District Manager, NC Division of Coastal Management, NCDEQ tara.macpherson@deq.nc.gov

Thank you for your time and effort in getting this project moving forward for us. If you should have any questions, please contact us at the following information below:

Brady Gantt, P.E.

<u>Brady@g3engineering.org</u>
843-655-0086

Brandon Truesdale, P.E.

<u>Brandon@g3engineering.org</u>
803-310-8547

Table 10-2: Table of Permitted Uses

| | | | | 1 | | 1 | 1 | 1 | 1 | | 1 | | | | $\overline{}$ |
|--|------------|------|-------|------|-------|--|--|----|----|--|----------|----|---|---|---------------|
| PERMITTED USES | MF-14/10/6 | R-10 | RM-10 | R-15 | RA-15 | RAM-15 | СВ | HB | CW | В-2 | 0/I | LI | Ш | С | PUD |
| RESIDENTIAL – HOUSEHOLD LIVING | | | | | | | | | | | | | | | |
| DWELLING, MULTI-FAMILY (MAJOR) [pursuant to 10-3(I)] | CZ | CZ | CZ | | | | CZ | CZ | | CZ | | | | | P |
| DWELLING, MULTI-FAMILY (MINOR) [pursuant to 10-3(I)] | P | CZ | CZ | | | | CZ | CZ | | CZ | | | | | P |
| DWELLING, SINGLE-FAMILY (excluding manufactured homes) | P | P | P | P | P | P | CZ | CZ | CZ | CZ | P | | | | P |
| DWELLING, (DUPLEX) | P | P | P | | | | | | | | | | | | P |
| DWELLING, (TOWNHOUSE) | P | P | P | | | | | | | | P | | | | P |
| MANUFACTURED HOME, CLASS A [pursuant to 10-3(Q)] | | | P | | | P | | | | | | | | | |
| MANUFACTURED HOME, CLASS B [pursuant to 10-3(Q)] | | | P | | | P | | | | | | | | | |
| MANUFACTURED HOME PARK [pursuant to 10-3(S)] | | | CZ | | | CZ | | | | | | | | | |
| RESIDENTIAL CLUSTER DEVELOPMENT [pursuant to Article 13] | CZ | CZ | | CZ | | | CZ | CZ | CZ | | | | | | CZ |
| Residential Micro-grid Solar Collector Battery Storage System (pursuant to Article 31) | P | | | | | | | | | | | | | | |
| RESIDENTIAL – GROUP LIVING | | | | · | | | | | | 1 | <u> </u> | | | | |
| ADULT CARE HOME | CZ | | | | | | | | | CZ | CZ | | | | |
| ALCOHOL AND/OR SUBSTANCE ABUSE REHABILITATION FACILITIES, RESIDENTIAL (Six or fewer residents) | | P | P | P | P | | | | | | | | | | |
| ASSISTED LIVING RESIDENCE | CZ | | | | | | | CZ | | CZ | CZ | | | | CZ |
| FAMILY CARE HOME | P | P | P | P | P | P | | CZ | CZ | CZ | P | | | | P |
| MULTI-UNIT ASSISTED HOUSING WITH SERVICES | CZ | | | | | | | CZ | | CZ | CZ | | | | CZ |
| NURSING HOME | CZ | | | | | | | CZ | | CZ | | | | | P |
| ACCOMMODATION SERVICES | <u>.</u> | | | | | <u>. </u> | <u>. </u> | | | <u>. </u> | | | | | |
| 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 | |

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¹As permitted by CAMA.

| | I | l | r | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | | _ |
|--|------------|------|--|------|--|--------|----------|--------|----------|--------|-----|----|---|-----------------|--|
| PERMITTED USES | MF-14/10/6 | R-10 | RM-10 | R-15 | RA-15 | RAM-15 | СВ | HB | CW | B-2 | 0/1 | LI | Ш | С | PUD |
| 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 |
| PARKS, PLAYGROUNDS, AND RECREATION CENTERS, | | | | | | | | | | | | | | \vdash | \vdash |
| 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 | Р | P | P | Р | P | Р | P | P | P | P | P | S | P |
| SCHOOL, PUBLIC AND PRIVATE | S | S | S | S | S | S | S | P | | P | | | | | S |
| US POSTAL SERVICES | 3 | 3 | 3 | 3 | 3 | 3 | S | P | | S | | P | | | S |
| RECREATION, ENTERTAINMENT, AND PUBLIC | 1 | | | | _ | | 3 | 1 | | 3 | | 1 | | | |
| ASSEMBLY | | | | | | | | | | | | | | | |
| ADULT AND SEXUALLY ORIENTED BUSINESSES [pursuant to Article 24] | | | | | | | | | | | | | S | | |
| BILLIARD AND POOL HALLS | | | | | | | | S | | S | | | | | |
| BOWLING ALLEYS | | | | | | | | P | | P | | | | | \vdash |
| RECREATIONAL FACILITY (INDOOR-PRIVATE) | | | | | | | S | P | P | P | P | | | | |
| DANCE HALLS | | | | | | | 3 | 1 | 1 | P | 1 | | | | |
| DRIVE-IN THEATERS | | | | | | | | | | S | | | | | |
| ELECTRONIC GAMING OPERATION [pursuant to 10-3(I)] | | | | | | | | | | 3 | | S | | | |
| ENTERTAINMENT ESTABLISHMENTS (GAMES, AMUSEMENT CENTERS, ETC.) | | | | | | | S | P | | P | | 3 | | | |
| 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 | | | | | Ť |
| 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 | | | | | | | <u> </u> | S | <u> </u> | S | | _ | | | Ť |
| VIDEO ARCADES | 1 | | | | | | S | P | | P | | | | | |
| COMMERCIAL SALES AND RENTALS | 1 | L | <u>. </u> | | <u>. </u> | | | | <u>.</u> | | | | ļ | | |
| ANTIQUE SHOPS | Τ | | | | Π | 1 | Р | Р | Р | 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 | | 1 | | | |
| AUTOMOBILE (INCLUDING TRUCKS) AND/OR TRAILER | | | | | | | S | S | | S | | | | | |
| RENTALS BANKS, FINANCIAL INSTITUTIONS | | | | | | | P | P | P | P | | | | \vdash | P |
| | | | | | | | Р | P | P | P | | | | \vdash | P |
| BOAT SALES AND SERVICE | | | | | | | | | - | - | | | | \vdash | |
| BOAT STORAGE BOOK STORES | | | | | - | | P | S P | S | S P | | | | $\vdash\vdash$ | |
| BUILDING MATERIALS SALES AND STORAGE | | | | | - | | ľ | S | | S | | P | | $\vdash\vdash$ | |
| CARPET AND RUG DEALERS | | | | | | | S | P | | P | | P | P | | |
| CELLULAR TELEPHONE STORES | | | | | | | P | P | _ | P | P | r | r | \vdash | <u> </u> |
| CLUB, PRIVATE | - | | | | | | S | Г | | S | Г | | | \vdash | |
| COFFEE SHOPS | - | | | | | | P | P | | P | | | | \vdash | |
| CONVENIENCE FOOD STORES | | | | | | | r | P | _ | P | | P | | $\vdash \vdash$ | P |
| CONVENIENCE STORES WITH EXISTING GAS PUMPS | | | | | | | S | P | | P | | Г | | | P |
| CONVENIENCE STORES WITH EXISTING GAS PUMPS | 1 | 1 | 1 | l | 1 | I | S | ľ | 1 | Г | l | 1 | 1 | | Г |

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| DEDMITTED LICES | MF-14/10/6 RM-10 R-15 | | | | | RAM-15 | СВ | ан | CW | В-2 | 0 | LI | Н | | PUD |
|---|-----------------------|----|------|------|-------|--------|----|----|----|-----|---|----|---|-----|--------|
| PERMITTED USES | 4/10/6 | 10 | [-10 | R-15 | RA-15 | M-15 | В | В | 8 | -2 | 1 | ľ | П | () |]D |
| CONVENIENCE STORES (NEW CONSTRUCTION) WITH GAS PUMPS | | | | | | | | P | | P | | | | | |
| CONSIGNMENT SHOPS, USED MERCHANDISE | | | | | | | P | P | | P | P | | | | |
| COMPUTER AND ASSOCIATED EQUIPMENT STORES | | | | | | | P | P | | P | | | | | |
| ELECTRICAL AND ELECTRICAL MACHINERY, EQUIPMENT AND SUPPLIES | | | | | | | | S | | S | | P | | | |
| FARMER'S MARKET | | | | | | | S | P | | P | | Р | | | |
| FLEA MARKETS/VENDOR MARKETS | | | | | | | S | S | | S | | Р | | | |
| FLORIST SHOPS | | | | | | | Р | Р | Р | Р | | | | | Р |
| FOOD STORES (less than 5,000 SF) | | | | | | | P | P | - | P | | | | | P |
| FOOD, BEVERAGE, & CRAFT BREWING PROCESSING AND | | | | | | | | | | | | | | | 1 |
| PRODUCTION WITH RETAIL SALES | | | | | | | P | P | P | P | | | | | |
| FUEL AND ICE DEALERS | | | | | | | | | | | | S | S | | |
| FURNITURE AND FIXTURES | | | | | | | S | P | | P | | P | | | |
| GAS COMPANIES | | | | | | | | | | | | Р | Р | | |
| GLASS AND MIRROR REPAIR SALES | | | | | | | | P | | P | | P | P | | |
| GROCERY STORES (5,000 SF or greater) | | | | | | | S | Р | | Р | | | | | |
| HARDWARE STORES | | | | | | | S | S | | S | | Р | | | Р |
| 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(0)] | | | | | | | S | S | | S | | P | P | | |
| MANUFACTURED HOME SALES AND SERVICE | | | | | | | - | | | S | | 1 | - | | |
| MEASURING, ANALYZING, CONTROLLING, AND OPTICAL GOODS, WATCHES, CLOCKS | | | | | | | P | P | | P | | P | | | |
| MICROBREWERY (5,000 SF or less and production of less than | | | | | | | P | P | | | | | | | |
| 1,000 barrels per year) | | | | | | | | | | | | | | | |
| MOTION PICTURE PRODUCTION AND DISTRIBUTION | | | - | | | | | _ | | - | | P | P | | |
| MOTORCYCLE SALES AND SERVICES | | | | | | | | S | | S | | | | | |
| OUTDOOR STORAGE FACILITY [pursuant to 10-3(AA)] | | | - | | | | | 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 | | | \Box |
| TOBACCO/VAPE SPECIALTY STORE [pursuant to 10-3 (GG)] | | | | | | | | P | | P | | P | | | |

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|--|------------|------|-------|----------|--|--------|----------|--|----|----------|----------|----------|-----|-----------|-------------|
| PERMITTED USES | MF-14/10/6 | R-10 | RM-10 | R-15 | RA-15 | RAM-15 | СВ | HB | CW | B-2 | 0/1 | LI | IH | С | PUD |
| UPHOLSTERY SHOPS | | | | | | | | Р | | P | | Р | Р | | |
| VIDEO RENTAL | | | | | | | Р | P | | P | | | | | Р |
| WATER DEPENDENT COMMERCIAL USES | | | | | | | S | S | S | - | | | | | |
| OFFICE AND COMMERCIAL SERVICE | | | | | | | | | | <u> </u> | <u> </u> | <u> </u> | | | |
| ALCOHOLIC AND/OR SUBSTANCE ABUSE | 1 | | Γ | | Ι | | 1 | | | | | | | | |
| REHABILITATION SERVICES, NON-RESIDENTIAL | | | | | | | | P | | P | P | P | P | | |
| ANIMAL HOSPITALS/ VETERINARIANS [pursuant to 10-3(B)] | | | | | | | | P | | P | | | | | |
| AUTOMATED TELLER MACHINES (STAND ALONE) | | | | | | | | P | P | P | P | | | | |
| AUTOMOTIVE DETAILING SERVICES | | | | | | | | | | P | | | | | |
| AUTOMOTIVE REPAIR FACILITY [Tier 1] | | | | | | | | | | Р | | Р | | | |
| AUTOMOTIVE REPAIR FACILITY [Tier 2] | | | | | | | | | | S | | | | | |
| AUTOMOTIVE REPAIR FACILITY [Tier 3] | | | | | | | | | | _ | | Р | | | |
| AUTOMOBILE SERVICE STATION With Fuel Pumps | | | | | | | | S | | P | | - | | | S |
| BARBER AND BEAUTY SHOPS | | | | | | | P | P | P | P | P | | | | P |
| BAIL BONDING SERVICES | 1 | | | | | | - | P | 1 | P | P | | | | <u> </u> |
| CALL CENTER | | | | | | | | P | | P | 1 | | P | | |
| CAR WASHES | 1 | | | | | | | S | | P | | P | 1 | | |
| CARPET AND UPHOLSTERY CLEANERS | | | | | | | | 3 | | S | | P | | | |
| CATERING ESTABLISHMENTS | | | | | | | P | P | S | P | | 1 | | | |
| COLLEGES, UNIVERSITIES, & PROFESSIONAL SCHOOLS | | | | | | | 1 | P | 3 | P | P | | | | |
| CONTRACTORS, BUILDING (with storage) | - | | | | | | | Г | | S | Г | P | | | |
| CONTRACTORS, BUILDING (with storage) | - | | | | | | | | | S | | P | | | |
| CONTRACTORS, EQUIPMENT CONTRACTORS, HEAVY CONSTRUCTION | - | | | | | | | | | S | | P | | | |
| CONTRACTORS, REAVY CONSTRUCTION CONTRACTORS, SPECIAL TRADES (no storage) | - | | | | | | | P | | P | | Р | | | |
| COPY CENTERS | | | | | | | P | P | | P | | Р | | | |
| | - | | | | | | Р | P | | P | | | | | C |
| DAY CARE FACILITIES [pursuant to 10-3(F)] DAY SPAS | | | | | | | P | P | | P | | | | | S |
| | - | | | | | | Р | P | | P | P | | | | |
| DIALYSIS CENTERS DIET CENTERS | | | | | | | | P | | P | P | | | | |
| | - | | | | | | D | - | | - | Р | D | | | |
| DRY CLEANERS AND LAUNDRIES [pursuant to 10-3(G)] | | | | | <u> </u> | | P | P | | P | _ | P | _ | | |
| ELECTRONIC DATA PROCESSING | | | | | | | | P | | P | P | P | P | | l |
| ENGINEERING, ARCHITECTURAL, AND SURVEYING OFFICES | | | | | | | P | P | P | P | P | P | | | |
| EXTERMINATING SERVICES | - | | | | <u> </u> | | | | | | | 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 | + | | | | \vdash | | | P | | P | | P | P | | |
| INDUSTRIAL RESEARCH OFFICES AND LABORATORIES | - | | | | | | | | | 1 | | P | P | | |
| KENNEL OPERATIONS, BOARDERS, BREEDERS, AND | + | | | | | | | | | | | + | 1 | | |
| ANIMAL SHELTERS (no outside pens, no permanent outside boarding, all operations must be located in the rear yard and must | | | | | | | | S | | S | | P | P | | |
| not be visible from any right-of-way) [pursuant to 10-3(N)] | - | | | | <u> </u> | | <u> </u> | | | <u> </u> | | _ | Ш | - | |
| LABOR UNIONS | - | | | | <u> </u> | | P | P | | P | _ | _ | | \square | — |
| LABORATORIES | - | | | <u> </u> | <u> </u> | | | P | | P | P | P | | | <u> </u> |
| LOCKSMITH, GUNSMITH | | | | | <u> </u> | | P | P | | P | | P | | | |
| MENTAL HEALTH, INPATIENT | | | | | <u> </u> | | | | | | S | S | | | |
| OFFICE, ACCOUNTANTS CERTIFIED PUBLIC | | | | | | | P | P | | P | P | P | | | I |

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| | | | | | 1 | 1 | 1 | | | | | | 1 | | |
|---|------------|------|-------|------|-------|--------|----|----|----|-----|-----|----|---|---|-----|
| PERMITTED USES | MF-14/10/6 | R-10 | RM-10 | R-15 | RA-15 | RAM-15 | СВ | НВ | CW | B-2 | 0/I | LI | H | С | PUD |
| OFFICES, INCLUDING BUT NOT LIMITED TO | | | | | | | | | | | | | | | |
| PROFESSIONAL SERVICES (ATTORNEY, DOCTOR, | | | | | | | P | P | P | P | P | P | | | P |
| HEALTHCARE PROFESSIONAL, STAFFING ETC.) | | | | | | | _ | _ | _ | _ | _ | | | | |
| 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(GG)] | | | | | | | P | P | | P | | P | | | |
| 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 | | | | | | | | | | | | Р | Р | | |
| small machine assembly) | | | | | | | | | | | | Р | Р | | |
| 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)] | | | | | 1 | | | S | | S | | P | | | |
| MINI-WAREHOUSING AND DRY STORAGE | | | | | 1 | | | | | | | P | P | | |
| MOVERS, VAN LINES, AND STORAGE | | | | | 1 | | | S | | S | | P | P | | |
| OFF-STREET AUTOMOBILE PARKING | | | | | | | P | P | | P | | P | P | | P |

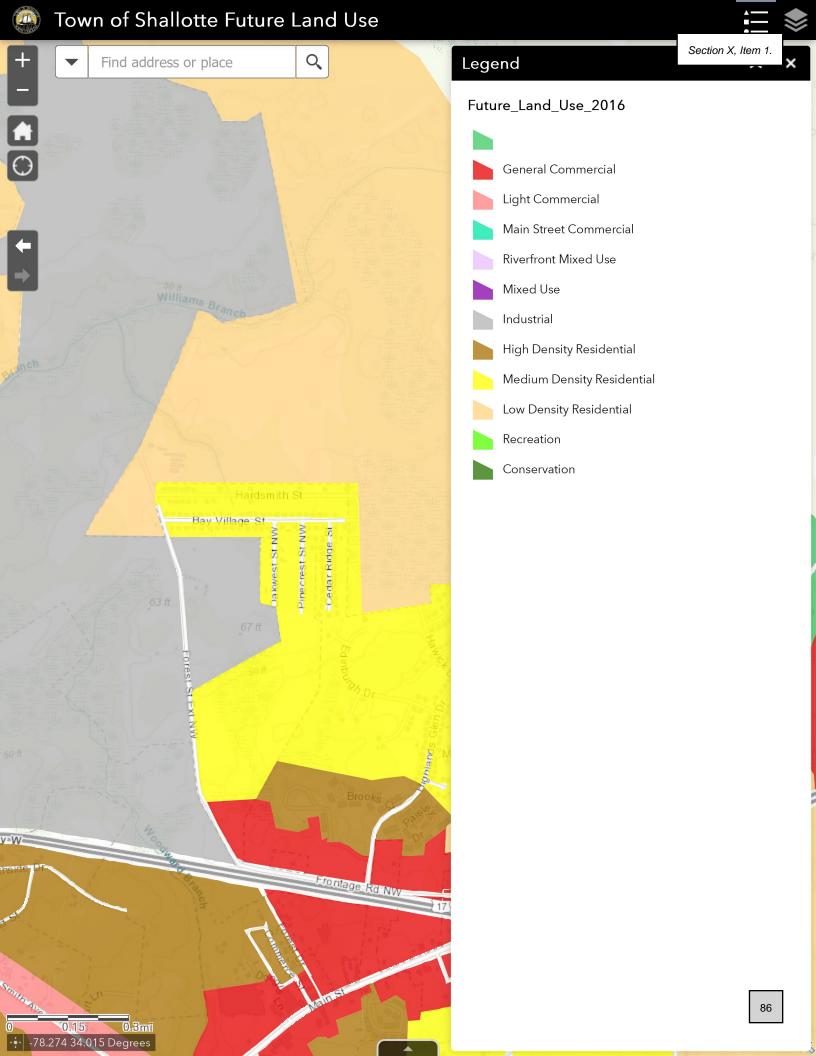
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| PERMITTED USES | MF-14/10/6 | R-10 | RM-10 | R-15 | RA-15 | RAM-15 | СВ | НВ | CW | B-2 | 0/I | LI | Ш | C | PUD |
|--|------------|--|-------|--|----------|----------|----|--------------|----------|-----|-----|----|---|---|-----|
| PACKAGE DELIVERY SERVICES, COMMERCIAL | | | | | | | | S | | S | | P | | | |
| SHIP CHANDLERS | | | | | | | | | | | | P | P | | |
| SHIPPING BROKERS, FREIGHT AND CARGO | | | | | | | | | | | | P | P | | |
| TAXI STANDS LIMITED TO 5 TAXIS | | | | | | | P | P | | Р | | | | | |
| TOWING SERVICES | | | | | | | | S | | S | | P | | | |
| WAREHOUSE [pursuant to 10-3(II)] | | | | | | | | CZ | | CZ | | P | P | | |
| WAREHOUSE – FLEX SPACE [pursuant to 10-3 (II)] | | | | | | | | P | | P | | Р | | | |
| WHOLESALE MERCHANTS | | | | | | | | P | | P | | P | Р | | |
| WHOLESALE STORAGE OF GASOLINE OR BULK | | | | | | | | | | | | | _ | | |
| TERMINAL PLANTS [pursuant to 10-3(GG)] | | | | | | | | | | | | | S | | |
| UTILITIES AND COMMUNICATIONS | | <u>. </u> | | <u>. </u> | <u>.</u> | Į. | | | Į. | | | | | | |
| PUBLIC UTILITY STORAGE OR SERVICE YARDS | | | | | | | | P | | P | | P | P | | |
| PUBLIC UTILITY SUBSTATIONS/ SWITCHING STATIONS | S | S | C | C | C | C | C | C | S | C | C | C | c | C | C |
| [pursuant to 10-3(BB)] | 3 | 3 | S | S | S | S | S | S | 3 | 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 | | | | | Р | P | | | | | | | | | |
| USES (excluding poultry houses and hog parlors) | | | | | Г | Г | | | | | | | | | |
| 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 | - | | | | | <u>-</u> | - | - | <u>-</u> | - | | - | - | - | |
| 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 | Т | Т | Т | T | Т | 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 |
| MOBILE FOOD UNITS [pursuant to 10-3(O)] | Т | Т | Т | T | Т | Т | Т | Т | Т | Т | T | Т | Т | Т | Т |
| MODULAR/MOBILE OFFICE, TEMPORARY [pursuant to 10-3(S)] | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т |
| OUTDOOR DISPLAY AND SALES [pursuant to 10-3(Y)] | | | | | | | P | P | | P | | | | | |
| OUTDOOR STORAGE [pursuant to 10-3(Z)] | | | | | | | | | | | | P | P | | |
| STORAGE, INDUSTRIAL [pursuant to 10-3(BB)] | | | | | | | | | | | | P | P | | |
| TEMPORARY USES, OTHER | T | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т | Т |
| VEHICLE STORAGE IN CONJUNCTION WITH REPAIR | | | | | | | | S | | P | | P | | | |
| 1 | 1 | | | | + | | | | | | | | | | |

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,

August 2021 10-8 ₈₅



MEDIUM DENSITY RESIDENTIAL

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

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

Medium Density Residential

Desired Uses:

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

Inappropriate Uses:

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

Desired Density:

• Residential uses: 6 dwelling units per acre

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

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

Planning Board Zoning Amendment Statement of Consistency

The Town of Shallotte *Planning Board* has reviewed in full the petition ANX #25-27 to rezone ±96 acres of real property (tax ID 1820004221, & 1820004201) owned by Weyerhaeuser NR Company from Shallotte B-2, & RA-15 to Shallotte PUD. After review of the petition, the Planning Board hereby recommends that the property be rezoned to PUD from its current zoning. In making this recommendation, the *Planning Board* finds that [check all that apply]:

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

- <u>Significant portions of the proposed rezoning request are consistent with the Town's Future Land Plan & Map.</u>
- The plan does provide the needed east/west connection between neighborhoods and is consistent with the Town's transportation planning goals.

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

 The PUD master plan allows the Board to confirm that the proposed use & layout are consistent with the surrounding uses and provided needed road connections.

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

- (X) UDO Table of Permitted Uses
- (X) 2018 CAMA Land Use Plan
- (X) 2025 Collector Street Plan
- (X) Bike & Pedestrian Plan (If applicable)
- (X) Future Land Use Map

☐ Other comments:

- 1. The road connection from Forest St. Ext across to Express Dr. property be completed in the first phase of construction
- 2. Plans and applications for the subsequent tract/phases be submitted for review preliminary subdivision review prior to any work on the site

Planning Board Chairman

Town of Shallotte

Board of Aldermen Zoning Amendment Statement of Consistency

The Town of Shallotte *Board of Aldermen* have reviewed in full the petition <u>ANX #25-27</u> to rezone ±96 acres of real property (tax ID <u>1820004221</u>, & <u>1820004201</u>) owned by <u>Weyerhaeuser NR Company</u> from Shallotte B-2, & RA-15 to Shallotte PUD.

After review of the petition, the Board of Aldermen Board hereby \square <u>APPROVES</u> \square <u>DENIES</u> the request that the property be rezoned to PUD from its current zoning.

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

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

- Significant portions of the proposed rezoning request are consistent with the Town's Future Land Plan & Map.
- The plan does provide the needed east/west connection between neighborhoods and is consistent with the Town's transportation planning goals.

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

• The PUD master plan allows the Board to confirm that the proposed use & layout are consistent with the surrounding uses and provided needed road connections.

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

- (X) UDO Table of Permitted Uses
- (X) 2018 CAMA Land Use Plan
- (X) 2025 Collector Street Plan
- (X) Bike & Pedestrian Plan (If applicable)
- (X) Future Land Use Map

✓ Other comments:

- 1. The road connection from Forest St. Ext across to Express Dr. property be completed in the first phase of construction
- 2. Plans and applications for the subsequent tract/phases be submitted for review preliminary subdivision review prior to any work on the site

| Date | | |
|---------------|-------|--|
| Mayor | | |
| Town of Shall | lotte | |