



# Planning Board Agenda

## Town of Swansboro

Tuesday, April 02, 2024

### I. Call to Order

### II. Approval of Minutes

- a. March 5, 2024 Regular Meeting Minutes

### III. Business

- a. **Re-zoning Request- 140, 144, 150, 160 Queens Creek Road**  
**Presenter: Rebecca Brehmer – Projects/Planning Coordinator, CFM, CZO**

Emerald Coast, Inc., on behalf of themselves and other property owners have submitted a rezoning request for four parcels located on Queens Creek Road from O/I (Office and Institutional) to B-1 (Business). The areas are further identified as 140 Queens Creek Road containing 0.48 acres (tax parcel ID 1313-88), 144 Queens Creek Road containing one acre (tax parcel ID 1313-87), 150 Queens Creek Road containing 1.35 acres (tax parcel ID 1313-85), and 160 Queens Creek Road containing 5 acres (tax parcel ID 1313-85.1). The total acreage requested for rezoning is +/-7.83 acres.

*Recommended Action: Motion to recommend or deny rezoning of 140, 144, 150, and 160 Queens Creek Road from O/I (Office and Institutional) to B-1 (Highway/Business) with the comprehensive plan consistency statement to the Board of Commissioners.*

- b. **Text Amendment to Section § 152.179 Table of Permitted/Special Uses and § 152.212 Use Standards to enable Food, Beverage & Craft Processing and Production with Retail Sales**  
**Presenter: Andrea Correll, AICP – Town Planner**

The purpose of this text amendment is to enable food, beverage, and craft processing and production with retail sales in the B2HDO and MI zoning districts.

*Recommended Action: Motion to recommend approval of the Text Amendment to Section § 152.179 Table of Permitted/Special Uses and § 152.212 Use Standards to enable Food, Beverage & Craft Processing and Production with Retail Sales in the B2HDO and MI Zoning Districts with the comprehensive plan consistency statement to the Board of Commissioners.*

- c. **Text Amendment to Section §152.009 (E) Maintenance of the Official Zoning Map**  
**Presenter: Andrea Correll, AICP – Town Planner**

The purpose of text amendment is to enable the time that official zoning maps are posted to be changed from two weeks to sixty days of notification.

*Recommended Action: Motion to recommend approval of the text amendment to Section §152.009 (E) Maintenance of the Official Zoning Map to amend the time of replacement of the official zoning map from within two weeks to sixty days of notification.*

- d. **Text Amendment to Appendix III Historic District Design Standards, Section 3: Roofs**  
**Presenter: Rebecca Brehmer – Projects/Planning Coordinator, CFM, CZO**

The Historic Preservation Commission has recommended amendments to Appendix III Historic District Design Standards, Section 3: Roofs.

*Recommended Action: Motion to recommend approval of the text amendment to Appendix III Historic District Design Standards, Section 3 Roofs with the comprehensive plan consistency statement to the Board of Commissioners.*

- e. **Text Amendment to Appendix III Historic District Design Standards, Section 5: Windows and Doors**  
**Presenter: Rebecca Brehmer – Projects/Planning Coordinator, CFM, CZO**

The Historic Preservation Commission has recommended amendments to Appendix III Historic District Design Standards, Section 5: Windows and Doors

*Recommended Action: Motion to recommend approval of the text amendment to Appendix III Historic District Design Standards, Section 5: Windows and Doors with the comprehensive plan consistency statement to the Board of Commissioners.*

#### **IV. Chairman/Board Thoughts/Staff Comments**

#### **V. Public Comments**

#### **VI. Adjournment**