



# Board of Commissioners Agenda

## Town of Swansboro

Tuesday, February 13, 2024

REVISED 2/13/2024

### Board Members

John Davis, Mayor | William Justice, Mayor Pro Tem | Jeffrey Conaway, Commissioner  
Douglas Eckendorf, Commissioner | Joseph Brown, Commissioner

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#### I. Call to Order/Opening Prayer/Pledge

#### II. Public Comment

Citizens have an opportunity to address the Board for no more than three minutes per speaker regarding items listed on the agenda. There is a second opportunity at the end of the agenda for the public to address the Board on items not listed on the agenda.

#### III. Adoption of Agenda and Consent Items

The Town Clerk respectfully submits to the Board, the Regular Agenda and the below consent items, which are considered to be of general agreement and little or no controversy. These items may be voted on as a single group without Board discussion "or" if so desired, the Board may request to remove any item(s) from the consent agenda and placed for consideration separately.

##### III. Consent Items:

- a. **Establish a Grant Project Ordinance for the Swansboro Stormwater Master Plan Project #SW-SW-ARP-0073 (Fund #36)**
- b. **Resolution (2024-R5) in Support of JOED, SAEDC and Project Coffee (added 2/13/2024)**

#### IV. Appointments/Recognitions/Presentations

- a. **Recognition of Swansboro High School JV Cheerleading Team**  
*Presenter: Mayor John Davis*

#### V. Public Hearing

- a. **Zoning Map Amendment to Rezone four parcels from R-10SF to RA**  
*Presenter: Andrea Correll, AICP – Planner*

Members of the Corbett family wish to down zone their properties from R-10SF to RA (Agriculture) to continue the family farm which has been on the site since the 1930s. The purpose for the downzoning is to designate the +/- 11.96 acres as agricultural. This zoning classification is the same as properties to the west.

##### *Recommended Action:*

1. *Hold a public hearing;*
2. *Motion to approve Ordinance 2024-01 to rezone the four identified parcels from R-10SF to RA.*

b. **Text Amendment to the Town Unified Development Ordinance for Section 152.479**

**Certificate of Appropriateness List and Appendix III Landscape Standards**

***Presenter: Rebecca Brehmer – Projects/Planning Coordinator, CFM, CZO***

The Swansboro Historic Preservation Commission has recommended an amendment to the Unified Development Ordinance Historic District Regulations Certificate of Appropriateness List and an addition to Appendix III Section 25 for Landscape Standards.

*Recommended Action:*

- 1. Hold a public hearing;*
- 2. Motion to approve Ordinance 2024-02 amending Section 152.479 Certificate of Appropriateness List subsection 43 and 49, along with an addition to Appendix III Section 25 Historic District Landscape.*

c. **Text Amendment to the Town Unified Development Ordinance to Section 152.479**

**Certificate of Appropriateness List related to the Color Pallet**

***Presenter: Rebecca Brehmer – Projects/Planning Coordinator, CFM, CZO***

The Swansboro Historic Preservation Commission approved amendments to the historic district color palette and has recommended an amendment to Section 152.479 subsection 58 stating staff will have the right to refer to the SHPC for input for any out of character color or a color combination choices to the Historic District.

*Recommended Action:*

- 1. Hold a public hearing;*
- 2. Motion to approve Ordinance 2024-03 amending Section 152.479 Certificate of Appropriateness List subsection 58.*

**VI. Business Non-Consent**

a. **Acquisition of Replacement Fire Apparatus**

***Presenter: Jacob Randall – Fire Chief***

On November 17, 2023, a Request for Proposals (RFP) was announced for replacement of Engine 17 – a 2001 Commercial Cab pump, and Truck 17 – a 2004 E-One Typhoon Aerial. The RFPS were posted on December 4, 2023, with a January 19th deadline. We received three proposal bids for the Engine Company and five for aerial devices.

*Recommended Action: Motion to approved Resolution 2024-R3 or R4, outlining the commitment and intent of the Town of Swansboro and the Town of Swansboro Fire Department purchasing apparatus, a KME – Engine and Aerial, through Safe Industries with an overall projected apparatus and equipment budget of \$3,400,600, not to exceed \$3,500,000.*

b. **Easement Consideration**

***Presenter: Jonathan Barlow – Interim Town Manager***

One Harbor Church is requesting one variable sidewalk easement and two six-foot sidewalk easements from the town for the purpose of connecting to the existing sidewalk at Municipal Park adjacent to their church.

*Recommended Action: Motion to approve or deny authorization for the Town Manager's execution of the easements.*

**c. Future Agenda Topics**

***Presenter: Alissa Fender – Town Clerk***

Future agenda items are shared for visibility and comment. In addition, an opportunity is provided for the Board to introduce items of interest and subsequent direction for placement on future agendas.

*Recommended Action: Discuss and provide any guidance*

**VII. Items Moved from Consent**

**VIII. Public Comment**

Citizens have an opportunity to address the Board for no more than five minutes regarding items not listed on the Agenda.

**IX. Manager's Comments**

**X. Board Comments**

**XI. Closed Session**

- a. *Recommended Action: Motion to enter closed session pursuant to NCGS 143-318.11 (a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege for discussion of pending litigation matters.*

**XII. Adjournment**