



# Board of Adjustment Special Meeting Agenda

**Town of Swansboro**

Thursday, October 29, 2026

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## **I. Call to Order**

## **II. Minutes**

- [a.](#) April 6, 2026 Special Meeting Minutes

## **III. Business**

- a. Employee Introduction**  
*Presenter: Jon Barlow, Town Manager*
- [b.](#) **Request for Variance at 1409 W Corbett Avenue**  
*Presenter: Mikey Tata, Town Planner*

The applicant for 1409 W. Corbett Avenue is requesting a variance to the Swansboro Unified Development Ordinance, specifically § 152.270 (Signs Requiring a Permit and Fee). The request aims to permit a commercial sign that exceeds the maximum permitted size allowed under the current sign regulations.

*Recommended Action:*

- 1. Hold a public hearing*
- 2. Motion to approve or deny the request for a sign variance at 1409 W Corbett Avenue.*

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

## **V. Adjournment**

**Town of Swansboro  
Board of Adjustment  
Special Meeting  
April 6, 2026**

Item II - a.

**Call to Order**

The meeting was called to order at 5:30 pm. Board members in attendance were Ralph Kohlmann, Wayne Mixon, John Fitzgerald, Jeff Brooks. Tom Cariker was absent.

**Minutes**

On a motion by Mr. Mixon, seconded by Mr. Fitzgerald, the April 17, 2024 Special Meeting were unanimously approved.

**Business**

***Election of Chair, and Vice Chair***

In accordance with the Board of Adjustment General Rules, a Chairman and a Vice-Chairman shall be elected from within the membership by the members.

On a motion by Mr. Mixon, seconded by Mr. Fitzgerald and approved unanimously, Mr. Kohlmann was reappointed to serve as Chair.

On a motion by Ralph Kohlmann, seconded by Mr. Mixon and approved unanimously, Mr. Cariker was reappointed to serve as Vice-Chair.

***Brezza Lofts Minor Special Use Permit- Lot 8 Ward Farm Town Center***

Town Attorney Francis Rasberry clarified that he was serving as counsel to the Board, not the Town administration. He explained that the Town Manager and Planner Brehmer requested his presence to provide legal guidance on the special use permit process and address questions regarding legal matters and procedures.

The public hearing was opened at 5:35pm, and the following individuals were sworn in by Deputy Clerk Aliette M. Cuadro:

- Planner Rebecca Brehmer
- Suzanne Nelson
- John Plageman

Planner Brehmer reviewed that Proforma Ward Farm Lot 8, LLC of Ward Farm Town Center had applied for a special use permit, the 1.22-acre parcel was zoned B-3, Traditional Business. The applicant proposed a mixed-use development consisting of 13 for-sale condominiums above approximately 13,200 square feet of commercial retail space.

Additionally, Planner Brehmer shared that the property had previously received approval for a special use permit in October 2024 for the construction of 16 townhomes. Following market research and consideration of local interest, the applicant determined that a mixed-use development would be more suitable for the property and submitted a new application.

She further shared that the B-3 zoning district was unique to Ward Farm and was specifically established to accommodate a mix of residential and commercial uses. Pursuant to §152.179, Table of Permitted Special Uses, the proposed development required a Minor Special Use

Permit and review by the Board of Adjustment. She noted that this permit category was established through a 2023 amendment to the Table of Permitted Uses, making this the Board's first application under this category.

Planner Brehmer explained that the proposal was consistent with the Future Land Use Map and the CAMA Land Use Plan Update, both of which designated Ward Farm as a traditional town center. She also noted that the Planning Board reviewed the application at its March 3, 2026, regular meeting and unanimously recommended approval.

Planner Brehmer further shared that the applicant had completed the necessary Unified Development Ordinance (UDO) text amendment process and that the site plan had undergone Technical Review Committee review. She reviewed the applicable zoning and land use maps and outlined the four special use permit criteria the Board was required to consider under §152.210 of the Unified Development Ordinance (UDO).

In response to inquiries from the board, the following was clarified by the Town Planner Brehmer:

- The applicant had provided a narrative addressing the required standards but had not included specific business operating hours or employee counts because the future commercial tenants had not yet been identified.
- The B-3 zoning district allowed uses similar to those permitted in the B-1 and B-2 districts, including retail, office space, and medical uses. All businesses would be required to comply with the Table of Permitted Uses. She also confirmed that applicable Town ordinances, including noise regulations, would remain in effect.

Town Attorney Raspberry explained that, because the matter was a quasi-judicial proceeding and the applicant was an LLC, Mr. Plagman needed to acknowledge for the record that he was appearing as a fact witness to avoid concerns regarding the unauthorized practice of law, consistent with a North Carolina State Bar ethics opinion.

Mr. Plagman provided that acknowledgment.

Mr. Plagman provided a review of the proposed development and its design. He shared that the project had evolved from a three-story townhouse concept to a two-story building intended to complement historic downtown Swansboro. The design incorporated colors and architectural elements inspired by the Town's historic character.

Mr. Plagman also clarified that other structures shown in the project renderings represented potential future development concepts and were not part of the current application.

The Board asked for clarification regarding Mrs. Nelson's appraisal report, noting that although it indicated surrounding properties had remained stable or increased in value, the report did not appear to include supporting data regarding those properties.

Attorney Rasberry stated that Mrs. Nelson was qualified as an expert in real estate valuation. He noted that her report and credentials were included in the record, allowing her to proceed with her testimony.

Mrs. Nelson explained that she had reviewed comparable properties but had not included all of the supporting information in the submitted report. She indicated that additional comparative information was available in her working files and maintained that her professional opinion was that the proposed development would not negatively affect surrounding property values.

In response to an inquiry from the board regarding the Planning Board's recommendation, Attorney Rasberry clarified that although the recommendation was acknowledged and appreciated, the Board of Adjustment's decision in the quasi-judicial hearing had to be based solely on the evidence and testimony presented during the hearing.

The Board proceeded to review the four Minor Special Use Permit criteria outlined in §152.210 of the Unified Development Ordinance (UDO)

- (1) The special use is allowed pursuant to § 152.210 and meets all the required conditions and specifications, including without limitation, those set out in § 152.211.  
The request would meet the standards of the Unified Development Ordinance.
- (2) The special use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved.  
Site Plan was verified by engineer and went through the Town's internal Technical Review Committee to ensure it meets all fire and building code and requirements.
- (3) The special use will not substantially injure the value of adjoining or abutting property.  
OR the special use is a public necessity.  
A appraisal from Realty Services of Eastern Carolina Inc was provided.
- (4) The location and character of the special use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is located. The special use shall demonstrate conformance to the Land Use Plan or other plan in effect at the time and address impacts of the project as required by G.S. §160A-382(b).  
The project would enhance the neighborhood and be in harmony with its surroundings as an extension of the historic downtown.

The public hearing was closed at 6:05pm.

Attorney Rasberry explained that he had prepared a draft order in advance of the proceedings and offered to email it to the Planning Director for printing and distribution to the Board for review and approval during the meeting, avoiding the need to reconvene at a later date. A recess was called to allow time for the draft order to be emailed and distributed to the Board.

The Board took a recess from 6:09 to 6:17pm

Attorney Rasberry presented the draft order for the Board's review and consideration, and The Board reviewed the draft written order and approved the order as presented.

On a motion by Mr. Fitzgerald, seconded by Mr. Mixon the proposed Brezza Lofts Minor Special Use Permit- Lot 8 Ward Farm Town Center based on §152.210 was unanimously approved.

**Chairman/Board Thoughts/Staff Comments**

No comments were made.

**Adjournment**

On a motion by Mr. Mixon, seconded by Mr. Fitzgerald, the meeting adjourned at 6:18pm.



# Board of Adjustment Meeting Agenda Item Submittal

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Item To Be Considered: **Request for Variance at 1409 W Corbett Avenue**

Board Meeting Date: **October 29, 2026**

Prepared By: **Mikey Tata, Town Planner**

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**Overview:** The applicant for 1409 W. Corbett Avenue is requesting a variance to the Swansboro Unified Development Ordinance, specifically § 152.270 (Signs Requiring a Permit and Fee). The request aims to permit a commercial sign that exceeds the maximum permitted size allowed under the current sign regulations.

## Background Attachment(s):

1. Staff Report
2. Variance Application
3. Sign Permit Application
4. Applicable Ordinances
5. Amended Sign Ordinance

## Recommended Action:

1. Hold a public hearing
2. Motion to approve or deny the request for a sign variance at 1409 W Corbett Avenue.

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**Action:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## ***Staff Report — 1409 W. Corbett Avenue***

*The application for variance was received in a timely manner, and the fee has been paid. The Notice of Public Hearing Sign at the property has been posted, and all adjacent property owners including the applicant were notified via first class mail.*

### ***Overview***

The applicant for 1409 W. Corbett Avenue is requesting a variance to the Swansboro Unified Development Ordinance, specifically § 152.270 (Signs Requiring a Permit and Fee). The request aims to permit a commercial sign that exceeds the maximum permitted size allowed under the current sign regulations.

### ***Evaluation of Multiple Use Sign Standards***

#### **Applicable Ordinance Provisions:**

- **Swansboro UDO § 152.270:** Governs multiple use signs for non-residential unified commercial developments, establishing strict prerequisites and proportional sizing rules.
- **Swansboro UDO § 152.267:** Governs the computation of sign area.
- **Swansboro UDO § 152.016:** Gives the definition of the area of the sign (“*Sign, Area Of*”).

This specific definition was updated as of February 11, 2025.

- § 152.016 previously stated: “SIGN, AREA OF. Sign area shall be computed by the smallest square, triangle, rectangle, circle, or combination thereof, which will encompass the entire sign including lattice work, frame, or supports incidental to its decoration. In computing the area, only one side of a double-face sign structure shall be considered. Unless copy is not the same on both sides, then both sides should be calculated as area of sign.”
- § 152.016 now states: “SIGN, AREA OF. Sign area shall be computed by the smallest square, triangle, rectangle, circle, or combination thereof, which will encompass the entire sign including lattice work, frame, or supports incidental to its decoration. In computing the area, both sides of a double-face sign structure shall be considered.”

#### **Staff Analysis & Reasons for Denial:**

- To approve or support the sign application under the multiple use sign provisions, the proposal must satisfy all conditions outlined in section (H). Based on staff review, the application does not meet the necessary standards for the following reasons:
  - **Failure to Meet Sizing Limits:** Under the ordinance, allowed signage must be proportionally reduced for properties less than three acres, or capped at a maximum of 160 square feet for properties greater than three acres. Because the proposed

signage has a total face value of 198 square feet, the proposed sign exceeds these allowable dimensional limits for the property's parcel size (greater than three acres).

## ***Evaluation of Hardships***

### ***Staff Comments in Bold***

As stated in § 152.046 VARIANCES, when unnecessary hardships would result from carrying out the strict letter of a zoning regulation, the Board of Adjustment shall vary any of the provisions of the zoning regulation upon a showing of all of the following:

- Unnecessary hardship would result from the strict application of the regulation. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.
  - **Staff find that a desire for enhanced business visibility, branding, or an oversized display is a preference, not a legal hardship resulting from strict application of the zoning regulation.**
- Whether the hardship results from conditions that are peculiar to the applicant's property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance. A variance may be granted when necessary and appropriate to make a reasonable accommodation under the Federal Fair Housing Act for a person with a disability.
  - **Staff find that the physical characteristics of 1409 W. Corbett Avenue are common to standard commercial properties along the corridor, meaning any perceived limitation applies broadly to the neighborhood and general public rather than being an isolated physical defect of the land.**
- Whether the hardship is the result of the applicant's own action(s). The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.
  - **Staff find that the necessity for a sign exceeding maximum permitted dimensions is driven by the applicant's own choices regarding branding, property layouts, or sign design, rather than unavoidable physical constraints imposed by the property itself.**
- The requested variance is consistent with the spirit, purpose and intent of the regulation, such that public safety is secured, and substantial justice is achieved.
  - **Staff find that the proposed sign would run counter to the purpose of the sign regulations, which are designed to control visual clutter, maintain equitable**

**commercial standards, and preserve aesthetic harmony along public corridors. The proposed sign would fail to achieve "substantial justice" relative to neighboring commercial properties that are required to comply with the exact same dimensional limits.**

- If any of those issues are not resolved as indicated herein, then the Board of Adjustment shall deny the requested variance.



**TOWN OF SWANSBORO**  
**FRIENDLY CITY BY THE SEA \* Established 1783**  
 601 W. Corbett Ave. Swansboro, NC 28584 910-326-4428

STATE OF NORTH CAROLINA  
 COUNTY OF ONSLOW  
 TOWN OF SWANSBORO

APPLICATION # 2026-01

BEFORE THE  
 BOARD OF ADJUSTMENT

IN THE MATTER OF THE REQUEST FOR:

VARIANCE X  
 SPECIAL USE \_\_\_\_\_

APPLICANT'S NAME Rite Lite Signs - Dawn Raburn

MAILING ADDRESS 1000 Biscayne Drive Concord NC 28027 Phone # 704-788-7097

OWNER'S NAME The Rosemyr Corporation

OWNER'S ADDRESS 231 S Garnett St Henderson NC 27536 Phone # \_\_\_\_\_

TAKE NOTICE THAT THE UNDERSIGNED HEREBY PETITIONS THE BOARD OF ADJUSTMENT OF THE TOWN OF SWANSBORO FOR A SPECIAL USE/VARIANCE FROM SECTION \_\_\_\_\_ OF THE ZONING ORDINANCE TO PERMIT:  
 152.270(H)(2)

To permit installation of a 99 sq. ft. multiple-use monument sign at 1409 W. Corbett Ave. The property is approximately 6.5 acres and qualifies for the 160 sq. ft. allowance under §152.270(H)(2).

ON THE PREMISES LOCATED AT: 1409 W Corbett Ave Swansboro NC 28584

\_\_\_\_\_ LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ MAP \_\_\_\_\_

THE PROPERTY IS ZONED: CC

THIS 17 DAY OF September, 2026.

APPLICANT'S SIGNATURE Dawn Raburn

DATE FILED 9/17/2026

RECIPIENT SIGNATURE Mietto H. Cuadro

ZONIG ADMINISTRATOR Mietto H. Cuadro

**NOTE: APPLICANT OR APPLICANT REPRESENTATIVE MUST BY PRESENT FOR AN APPLICATION TO BE HEARD IF SOMEONE OTHER THAN THE APPLICANT WILL BE THE REPRESENTATIVE, A LETTER OF PERMISSION FROM THE APPLICANT IS REQUIRED.**

Permit # \_\_\_\_\_

Swansboro Inspection Department  
601 W. Corbett Ave.  
Swansboro

Telephone: 910.326.4428

FAX: 910.326.3101

Sign ApplicationOwner Name: Rosemyr Corporation Cell Phone: 704 788 7097Street 231 S Garnett Street City Hendersonville State: NC Zip: 27536

Email: \_\_\_\_\_

Job Address: (physical) if different from above:

Street 1409 West Corbett AveCity: Swansboro State: NC Zip: 28564Sign Cost: \$ 8,000.00 Is sign located at a shopping center? \_\_\_\_\_

Sign information:

| Type (circle one) | Size    | Height Above Ground |
|-------------------|---------|---------------------|
| Building          |         |                     |
| Principle         | sqft 99 | 10'                 |
| Portable          |         |                     |
| Canopy/Awning     |         |                     |
| Banner            |         |                     |
| Real Estate       |         |                     |
| Contractor        |         |                     |
| Other             |         |                     |

Attach plans indicating requested sign(s) location on property. Give dimensions of the building facing any street rights-of-way. Individual message and size of each sign requested. Also, include message and dimensions of any existing sign (s) which will remain if these sign(s) are approved.

*Any work that fails inspection requires a \$60 reinspection fee. The fee must be paid PRIOR to reinspection.*

*\*Any work that begins without a permit will pay double fee\**

I certify that all information in this application is true to the best of my knowledge, and all work will comply with state and local codes, laws, and ordinances. The inspection department will be notified of any changes prior to work.

 Signature (Applicant) Kristi-Anne Gimlore Rite Lite Signs

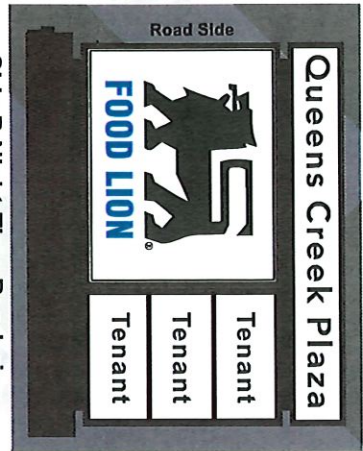
Email this application to Jackie Stevens: [jstevens@ci.swansboro.nc.us](mailto:jstevens@ci.swansboro.nc.us)

\*\*\*\*\*TOWN USE ONLY\*\*\*\*\*

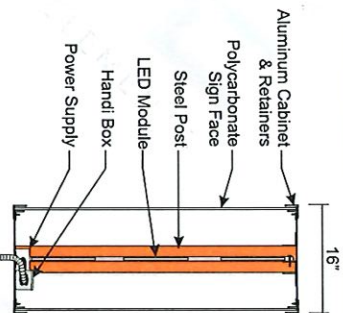
ETJ \_\_\_\_\_

Town \_\_\_\_\_

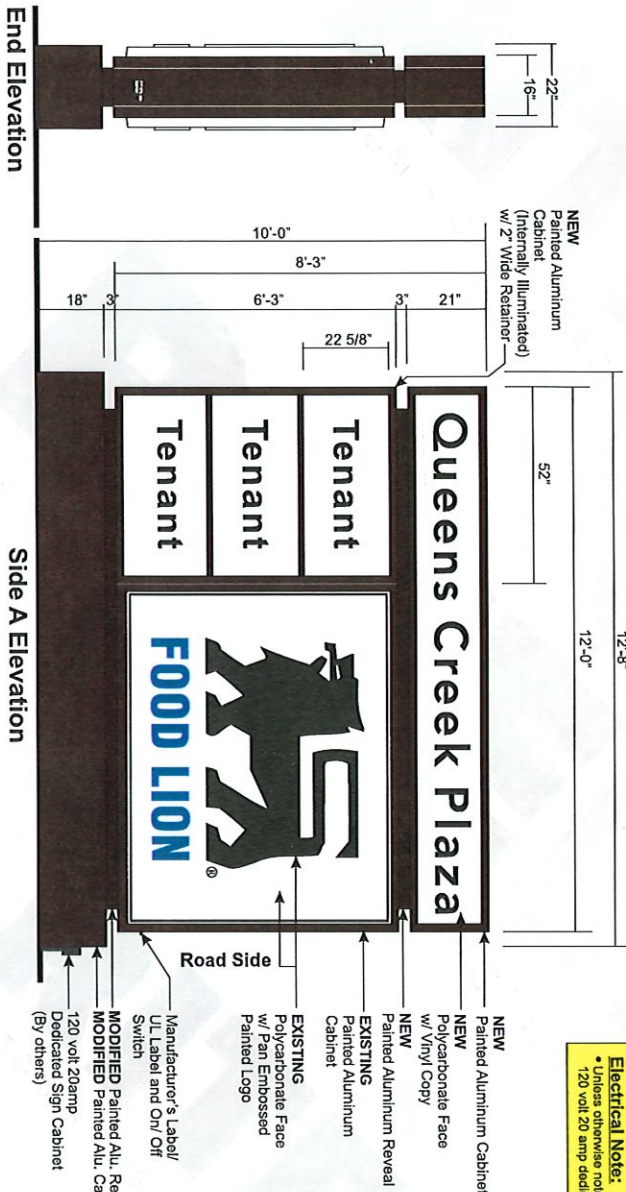
Permit Fee: \$ \_\_\_\_\_



Side B Night-Time Rendering



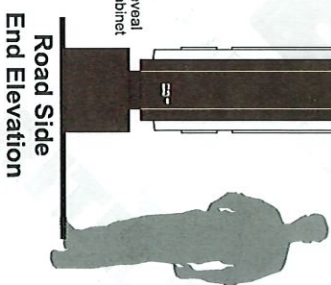
Section/Detail @  
"Tenant" & "QCP" Cabinet(s)  
SCALE: Not To Scale



End Elevation

Side A Elevation

1 D/F Illuminated Monument Sign w/ Pan Embossed Face & Tenant Panels  
SCALE: 3/8" = 1'-0"



Road Side  
End Elevation

Color Notes:

D/F "FOOD LION" Illuminated Cabinet

- Retainer 313 Dark Bronze
- Returns 313 Dark Bronze
- "Food Lion" Tenant Face — Clear Polycarbonate (Back Painted) Copy- Painted to Match PMS 647C Blue (2nd Surface)
- Illumination — Principle LED Module

Reveal

- Face Aluminum Painted 313 Dark Bronze
- Returns Aluminum Painted 313 Dark Bronze

D/F "TENANT" Illuminated Cabinet

- Faces 7928 White Acrylic w/ Vinyl (TBD)
- Retainer 313 Dark Bronze
- Returns 313 Dark Bronze
- Illumination — Principle LED Module

Base of Tenant Cabinet

- Face Aluminum Painted 313 Dark Bronze
- Returns Aluminum Painted 313 Dark Bronze

Due to variances in screen calibration and resolution, the colors on your screen may not accurately represent the actual color sample.

Square Footage Note:

- Sign Area: 8'-3"(H) x 12'-0"(L) = 99.00

Electrical Note:

- Unless otherwise noted, all signs to be connected to 120 volt, 20 amp dedicated sign circuits.

**RITELITE**  
CUSTOM SIGNS & ARCHITECTURAL ELEMENTS  
1000 Bicknell Pkwy, Cary, NC 28507  
704.282.2707  
www.ritelitesigns.com

**FOOD LION**  
#683

Job Location:  
1403 West Carole Ave  
Spartanburg, NC 29584

Designer: Salesperson: DR

Project # 30197 Date: 21 Jan 2026

Revision Date:  
6 Feb 2026 TW  
12 Feb 2026 TW  
26 Mar 2026 TW  
10 Apr 2026 TW  
21 Apr 2026 TW

File Location:  
ART2026\Food Lion0197

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Lead/Lead Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Architect Approval: \_\_\_\_\_ Date: \_\_\_\_\_

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The location of the disconnect switch after installation shall comply with Section 600.6(A) of the National Electrical Code

**UNDERWRITERS LABORATORIES**  
UL File No. E152627

**PROPOSED**

PROPOSED



Existing

Existing Sign  
to be removed  
by Rite Lite Signs



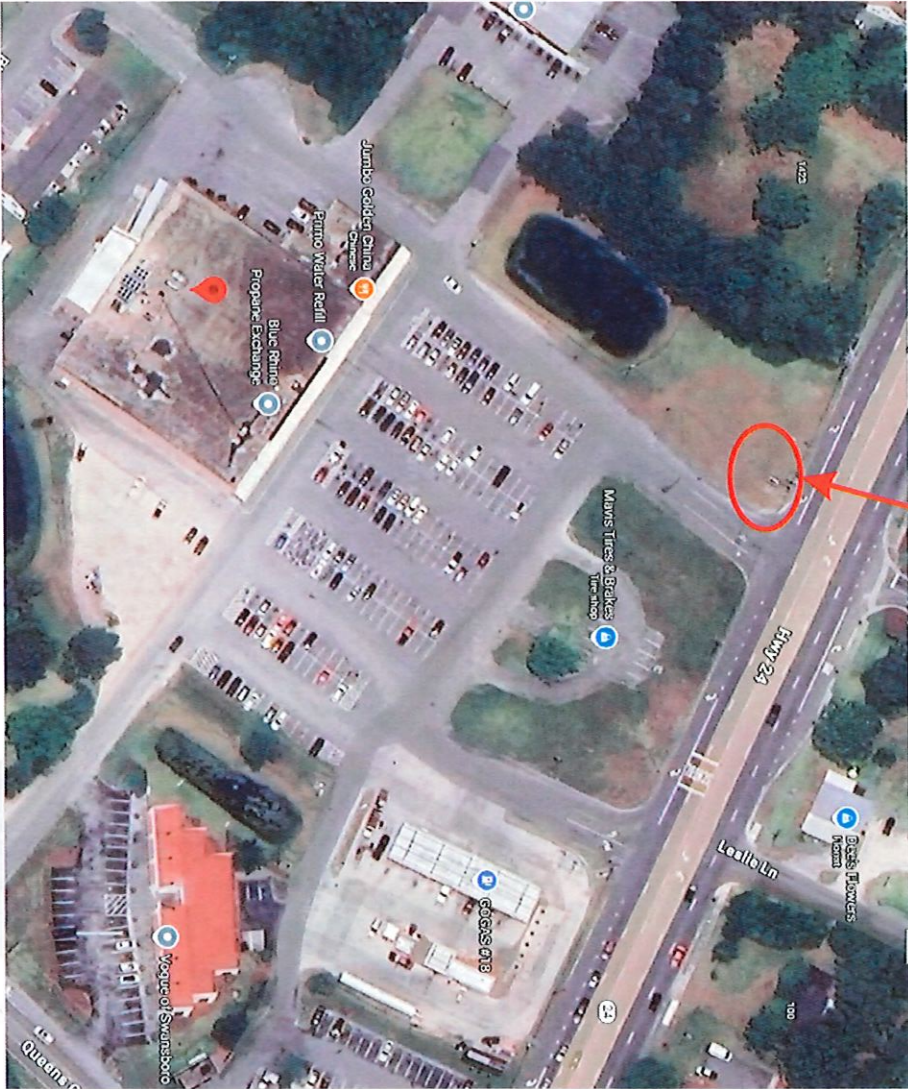
Proposed

Edge of Sign to be 20' from curb

Note: All illuminated signs are manufactured for 120 volt circuits. Letter strokes may be modified as required to accept light source.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <b>RITE LITE</b><br>CUSTOM SIGNS & ARCHITECTURAL ELEMENTS<br>1000 Biscayne Drive, Concord, NC 28027<br>704.778.7097<br>www.ritelitesigns.com                                                                                                                                                                                                                                                                                                                                                                                  |                      |
| Client: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                      |
| <b>FOOD LION</b><br>#683                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |
| Job Location:<br>403 West Confort Ave<br>Spartanburg, NC 29584                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                      |
| Designer:<br>IC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Salesperson: DR      |
| Project #<br>30197                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Date:<br>21 Jan 2026 |
| Revision Date:<br>6 Feb 2026 TW<br>12 Feb 2026 TW<br>26 Mar 2026 TW<br>10 Apr 2026 TW<br>21 Apr 2026 TW                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |
| Field Location:<br>ART2587-Food Lion#197                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |
| Customer Approval:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Date: _____          |
| Land Lord Approval:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Date: _____          |
| Architect Approval:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Date: _____          |
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| <b>UNDERWRITERS LABORATORIES</b><br>UL File No. E152627                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |
| <b>PROPOSED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                      |

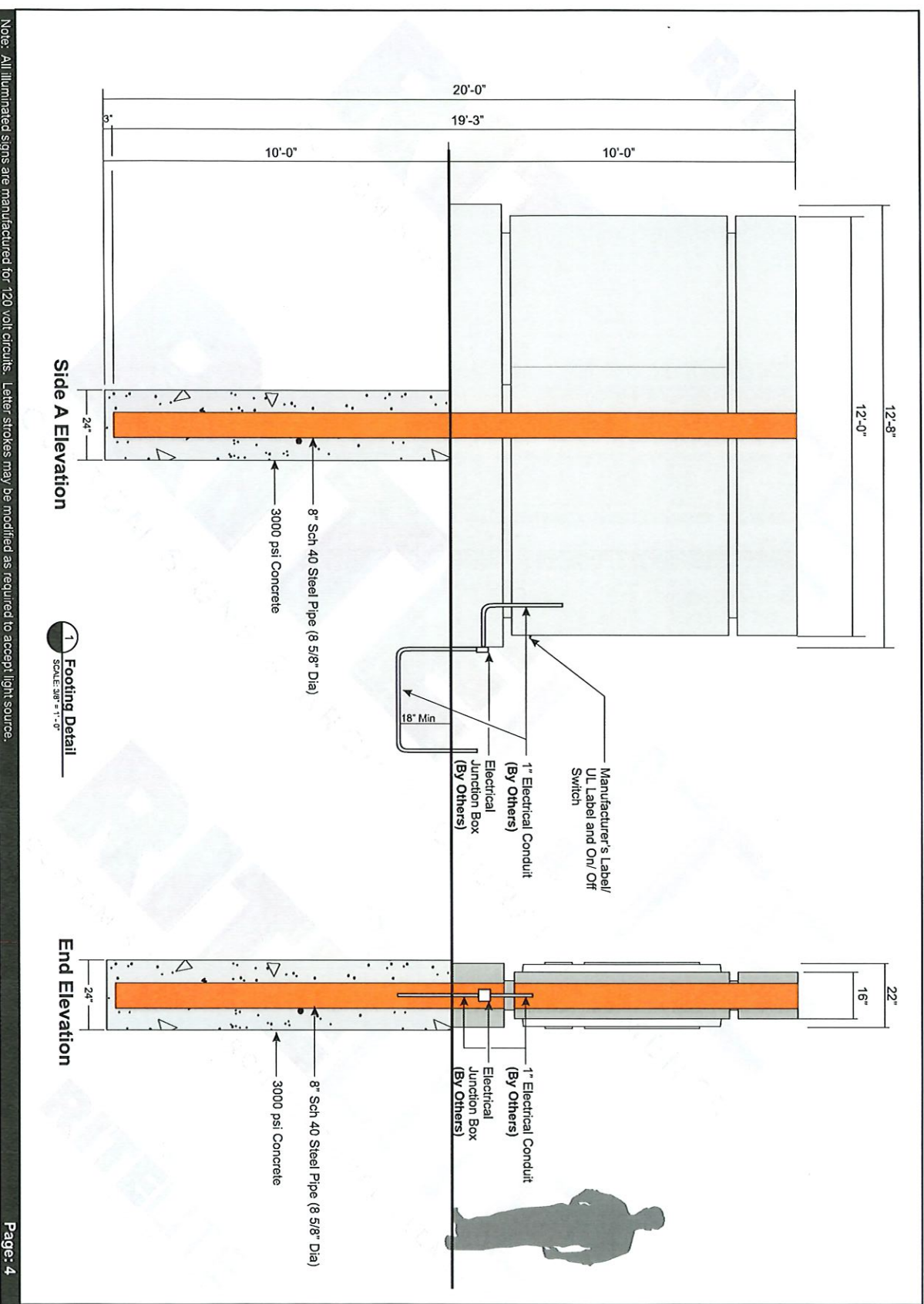
Location Of Existing  
& Proposed New Sign



1 Site Map

Note: All illuminated signs are manufactured for 120 volt circuits. Letter strokes may be modified as required to accept light source.

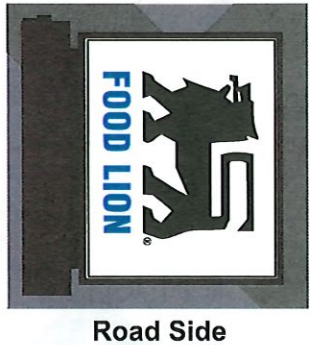
|                                                                                                                                                                                                                                                                                                                                                                                   |                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>RITELITE</b><br>1000 Bluepine Drive, Concord, NC 28027<br>704.785.7027<br>www.ritesigns.com                                                                                                                                                                                                                                                                                    |                     |
| Client: _____                                                                                                                                                                                                                                                                                                                                                                     |                     |
| <b>FOOD LION</b><br>#683                                                                                                                                                                                                                                                                                                                                                          |                     |
| Job Location: _____<br>1409 West Confort Ave<br>Swainsboro, NC 28584                                                                                                                                                                                                                                                                                                              |                     |
| Designer: _____                                                                                                                                                                                                                                                                                                                                                                   | Submitter: DR       |
| IC: _____                                                                                                                                                                                                                                                                                                                                                                         | Project Manager: PM |
| Project #: 30197                                                                                                                                                                                                                                                                                                                                                                  | Date: 21 Jan 2026   |
| Revision Date: _____                                                                                                                                                                                                                                                                                                                                                              |                     |
| 6 Feb 2026 TW                                                                                                                                                                                                                                                                                                                                                                     | 12 Feb 2026 TW      |
| 26 Mar 2026 TW                                                                                                                                                                                                                                                                                                                                                                    | 10 Apr 2026 TW      |
| 21 Apr 2026 TW                                                                                                                                                                                                                                                                                                                                                                    |                     |
| Field Location: _____<br>ART2059-Food Lion30197                                                                                                                                                                                                                                                                                                                                   |                     |
| Customer Approval: _____ Date: _____                                                                                                                                                                                                                                                                                                                                              |                     |
| Lined Lead Approval: _____ Date: _____                                                                                                                                                                                                                                                                                                                                            |                     |
| Architect Approval: _____ Date: _____                                                                                                                                                                                                                                                                                                                                             |                     |
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| The location of the disconnect switch after installation shall comply with Section 600.64(b) of the National Electrical Code                                                                                                                                                                                                                                                      |                     |
| <b>UNDERWRITERS LABORATORIES</b><br>UL File No. E152827                                                                                                                                                                                                                                                                                                                           |                     |
| <b>PROPOSED</b>                                                                                                                                                                                                                                                                                                                                                                   |                     |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <b>CLIENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                             |
| RITELITE<br>1000 Bluepine Drive, Concord, NC 28027<br>www.ritelite.com                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             |
| <b>Job Location:</b><br>403 West Cobble Ave<br>Spartanburg, NC 29584                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                             |
| <b>Designer:</b><br>IC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Submitted:</b> DR        |
| <b>Product:</b><br>30197                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Date:</b><br>21 Jan 2026 |
| <b>Revision Date:</b><br>6 Feb 2026 TW<br>12 Feb 2026 TW<br>26 Mar 2026 TW<br>10 Apr 2026 TW<br>21 Apr 2026 TW                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                             |
| <b>End Location:</b><br>ART026P-Food Unit0197                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                             |
| <b>Customer Approval:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Date:</b>                |
| <b>Lead/Lord Approval:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Date:</b>                |
| <b>Architect Approval:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Date:</b>                |
| <p>This original design is the exclusive Property of Rite Lite Signs, Inc. and is protected by federal copyright laws. Any reproduction similar to the design or use of the design without the written consent of Rite Lite Signs, Inc. is prohibited. Should an unauthorized construction of this design occur, Rite Lite Signs, Inc. is due \$2,500 as compensation for their time &amp; effort in creating each drawing.</p> <p>The location of the disconnect switch after installation shall comply with Section 600.6(A) of the National Electrical Code</p> <p><b>UL UNDERWRITERS LABORATORIES</b><br/>UL File No. E152827</p> |                             |
| <b>PROPOSED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                             |

PROPOSED ORIGINAL

Side B Night-Time Elevation



Road Side

Color Notes:

D/F Illuminated Cabinet

- Retainer 313 Dark Bronze
- Returns 313 Dark Bronze
- Food Lion® Tenant Face Clear Polycarbonate (Back Painted) Copy- Painted To Match PMS 647c Blue (2nd Surface) Logo- Painted Black (2nd Surface) Principle LED Module
- Illumination

Reveal

- Face Aluminum Painted 313 Dark Bronze
- Returns Aluminum Painted 313 Dark Bronze

Base of Tenant Cabinet

- Face Aluminum Painted 313 Dark Bronze
- Returns Aluminum Painted 313 Dark Bronze

Due to variances in screen calibration and resolution, the colors on your screen may not accurately represent the actual color sample.

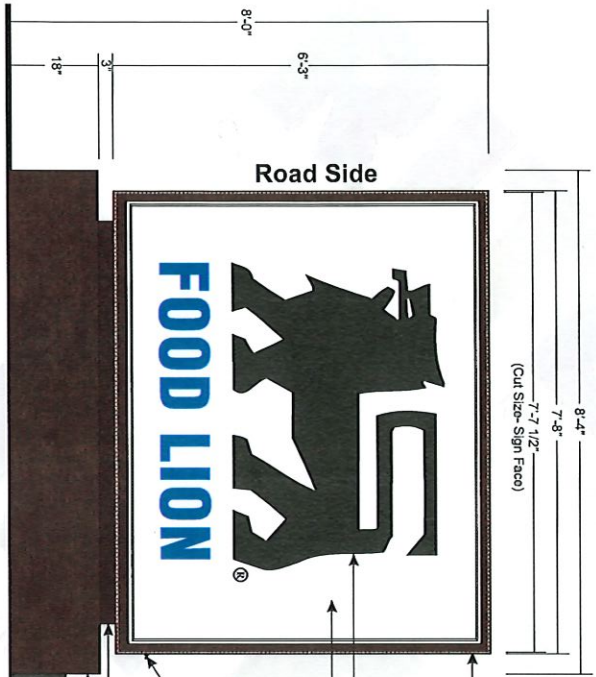
Square Footage Note:

- Sign Area: 6'-3"(H) x 7'-5"(V) = 47.92

Electrical Note:

- Unless otherwise noted, all signs to be connected to 120 volt 20 amp dedicated sign circuits.

Side A Elevation

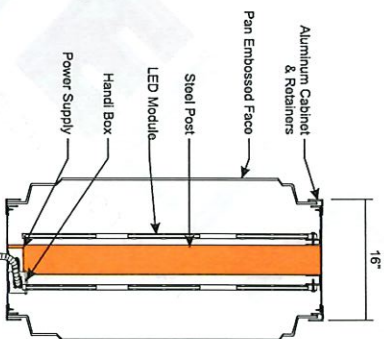


End Elevation



2 Typical Section/ Detail

SCALE: N/A To Scale



Note: All illuminated signs are manufactured for 120 volt circuits. Letter strokes may be modified as required to accept light source.

PROPOSED

UL UNDERWRITERS LABORATORIES  
UL File No. E192827

The location of the disconnect switch after installation shall comply with Section 600.64A of the National Electrical Code

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Architect Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Land Lord Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

File Location: ART0267Food Lion0197

Revision Date: 6 Feb 2026 TW  
12 Feb 2026 TW  
26 Mar 2026 TW  
10 Apr 2026 TW  
21 Apr 2026 TW

Project # 30197 Date: 21 Jan 2026

Designer: IC Subcontractor: DR

Approval: PM

Address: 1409 West Corbett Ave  
Swainsboro, NC 28584

Food Lion #683

Client: \_\_\_\_\_

1000 Bluepine Drive, Concord, NC 28027  
304.282.0277  
www.ritelitesigns.com

When unnecessary hardships would result from carrying out the strict letter of a zoning regulation, the Board of Adjustment shall vary any of the provisions of the zoning regulation upon a showing of all of the following:

- (A) (1) Unnecessary hardship would result from the strict application of the regulation. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property;
  - (2) Whether the hardship results from conditions that are peculiar to the applicant's property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance. A variance may be granted when necessary and appropriate to make a reasonable accommodation under the Federal Fair Housing Act for a person with a disability;
  - (3) Whether the hardship is the result of the applicant's own action(s). The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship; and
  - (4) The requested variance is consistent with the spirit, purpose and intent of the regulation, such that public safety is secured, and substantial justice is achieved.
- (B) Any variance extending a nonconforming use shall be deemed not to be in harmony with the general purpose and intent of the ordinance and shall be deemed to violate its spirit.
- (C) No change in permitted uses may be authorized by variance.
- (D) If any of those issues are not resolved as indicated herein, then the Board of Adjustment shall deny the requested variance.
- (E) In granting a variance, the Board of Adjustment may determine and prescribe reasonable conditions and safeguards upon which the variance is granted in order to ensure that the variance is in harmony with the general purpose and intent of the ordinance and preserves its spirit, and to ensure that the variance will assure the public safety and welfare and will provide substantial justice.
- (F) Violation of any condition upon which a variance is granted shall be deemed a violation of this chapter.

(Ord. 2005-O3, passed 3-15-2005; Am. Ord. passed 1-21-2014; Am. Ord. 2021-O3, passed 5-24-2021)

**§ 152.265 PURPOSE.**

The purpose of this subchapter is to prevent the unrestricted proliferation of signs and to regulate signs in the interest of promoting the safety of vehicular and pedestrian traffic, protecting the public health and comfort, facilitating police and fire protection, protecting the identity and integrity of public rights-of-way, preventing over-crowding of land, and promoting an aesthetically pleasing visual environment.

(Ord. 2005-O3, passed 3-15-2005)

**§ 152.266 APPLICATION.**

No signs which are visible from any street, road, highway, sidewalk, or other public way may be erected, posted, reposted, placed, replaced, hung, painted, or repainted in any district except in compliance with this chapter. No provision of this chapter shall be construed as relieving any person, corporation, or other entity from any requirement or obligation he, she, or it has pursuant to the Town of Swansboro's Historic District Ordinance.

(Ord. 2005-O3, passed 3-15-2005)

**§ 152.267 COMPUTATION OF SIGN AREA.**

(A) The surface area of a sign shall be computed by including the entire area that forms the extreme limits of the writing, representation, emblem, or other display, forming a square, rectangle, triangle, circle, or other shape, as appropriate, together with any material or color forming an integral part of the background for the sign. Surface area does not include the supporting framework or bracing.

(B) If the sign is made up of modules, the area between modules shall be included in the sign area computation.

(C) The sign area computation shall include all sides of the sign in which there is sign copy which can be seen.

(Ord. 2005-O3, passed 3-15-2005)

**§ 152.270 SIGNS REQUIRING A PERMIT AND FEE.**

No sign can exceed the allowed square footage without a variance.

(A) *Awning and canopy signs*. Shall not exceed the total allowed tenant signage square feet per tenant linear frontage

Shall maintain a clearance of eight feet minimum from bottom of awning sign to public walkway, including any skirt to the awning or canopy. Sign shall not create unsafe conditions for persons on property.

Item III - b.

(B) *Billboard signs (off-premise/outdoor advertising)*. These signs shall be permitted subject to the following conditions:

- (1) No billboard sign shall be placed within 2,000 feet of any residential district;
- (2) No billboard shall exceed the following dimensions:
  - (a) Signs located 150 feet or more from the nearest street or highway right-of-way shall not exceed 20 feet in height, 20 feet in width, nor 200 square feet; and
  - (b) Signs located less than 150 feet from the nearest street or highway right-of-way shall not exceed 20 feet in height, 20 feet in width, nor 100 square feet;
- (3) The following restrictions shall apply to spacing of outdoor advertising signs:
  - (a) No billboard sign may be located within 2,000 feet of any other billboard ;
  - (b) No more than two billboard signs facing in any one direction may be located within any one mile distance;
  - (c) No billboard sign may be located within 500 feet of any intersection of any two or more streets or highways as measured from the nearest point of intersection to such sign;
  - (d) No billboard sign may be located where there is less than ten feet from the bottom of the sign to grade ;
- (4) All billboards shall be plainly marked with the name, address, and phone number of the person , firm or corporation responsible for the sign and its maintenance; and
- (5) Billboards made nonconforming by the provisions of this section shall be brought into conformity.
  - (a) The town shall give written notice of its intent to require removal of a billboard sign by sending a letter by certified mail to the last known address of the owner of the sign and the owner of the property on which the sign is located.
  - (b) The payment of monetary compensation for the removal of any nonconforming, lawfully erected, billboard sign is required as provided in G.S. § 160D-912(d-f).
  - (c) In lieu of monetary compensation, the town may enter into an agreement to allow the relocation or reconstruction of the sign as provided in G.S. § 160D-912(g-k).

(C) *Cemetery, public signs*. Maximum size of sign shall be 36 square feet, and there is a limit of one sign per street frontage.

(D) *Directory signs* . Directory signs shall meet all of the following:

- (1) The premise shall contain no more than one directory sign ;
- (2) The maximum area of copy shall not exceed three inches by 15 inches for each identified activity, business, firm or tenant on the premise;
- (3) The outdoor directory sign may either be changeable copy sign or fixed professional nameplates; provided that the standards of each are met; and
- (4) The directory sign may take the form of any sign permitted in the zoning district provided that such sign shall comply with its applicable specification sign regulations.

(E) *Marquee signs* . Shall not exceed the total allowed tenant signage square feet per tenant linear frontage. Bottom most portion of sign remains a minimum of 8 feet above public walkways. Sign shall be securely anchored and supported to protect the safety of persons and property.

(F) *Mobile signs*: a special use permit is required from the Board of Commissioners .

- (1) The following mobile sign types are allowed by special use permit (See figures 152.270.1 and 152.270.2)



(G) *Monument (ground) signs*.

(1) Each tract of land shall be required to use a monument sign whether the tract is subject to the multiple use sign requirement or not. Multi-tenant establishments will be allowed one monument sign per road frontage.

(2) Monument signs shall not exceed 64 square feet in sign area.

(3) No part of the sign, footing or anchorage shall extend beyond the plane of the property line upon which the sign is located or into any easement.

(4) The sign shall not be located in any part of a side yard.

(5) Where a building fronts on two streets, the total allowable square footage for the site can be equally distributed allowing for additional monument sign.

(6) A monument sign's total vertical height as measured perpendicularly to the ground shall not exceed the sign's total width as measured from the ground. The ground cannot be altered more than 12 inches from the current natural grade.

## (H) Multiple use signs (non-residential) provided:

(1) The principal use located on the property is one of the following: shopping center, shopping area, office center, or other unified commercial developments that are located in a non-residential zoning district;

(2) The allowed signage will be proportionally reduced for any properties less than three acres. If the property is greater than three acres, the sign may not exceed 160 square feet;

(3) The multiple use sign is not located on a vacant lot;

(4) No part of the sign shall extend beyond the plane of the property line upon which the sign is located or into any easement;

(5) Each tenant shall be allowed building signage, not to exceed 20% of the allowed useable wall area;

(6) The multiple use sign does not exceed the maximum height for a monument sign - see division (G) of this section; and

(7) The maximum height for a monument sign shall not exceed 12 feet measured from grade or the most nearly adjacent road surface whichever is lower to the highest point of the sign.

(I) *Principal use signs*. Principal use signs shall be permitted on the premises of the business to which they apply in districts in which the principal use is permitted or in districts, in which the principal use is allowed as a special use, provided the special use has been allowed pursuant to applicable law. This provision is subject to the following conditions and limitations;

(1) *Freestanding signs*. Each tract of land shall be permitted one monument sign, unless the property is within the Historic District and is therefore subject to the Historic District Design Guidelines. See division (G) of this section.

(2) *Building sign*.

(a) Each separate business shall be permitted signage on the building, not to exceed one square foot per one linear foot of building frontage.

(b) The total combined area of building sign(s), freestanding or monument sign area shall not exceed 200 square feet.

(J) *Projecting signs*. The sign cannot project more than eight feet from the building or into any street or upon other property. Signs may project over public walkways where there is at least eight feet clearance from walk to sign bottom. Square footage of sign cannot exceed the building's allowance per ordinance. Sign shall be supported to protect the safety of persons and property.

## (K) Portable signs provided:

(1) No part of a sign shall extend beyond the plane of the property line upon which the sign is located or into any easement;

(2) No more than one portable sign is allowed per business or occupancy;

(3) Display area shall not exceed 16 square feet. If copy is different on each side of sign, then both sides count towards total area;

(4) Signs shall be displayed only during times when the business being advertised is open for business;

(5) Portable signs must be properly secured to prevent the sign from becoming windblown debris;

(6) Portable signs shall not be connected to or utilize an external power source, including (without limitation) by use of an electrical extension cord or cable;

(7) Certain Portable Signs are prohibited, due to their poor aesthetic appearance and detractive value (See F Item III - b. 152.270.3 and 152.270.4).



Figure 152.270.3



Figure 152.270.4

(8) Portable signs must be post-mounted or sandwich board-style signs (See Figures 152.270.5 and 152.270.6).



Figure 152.270.5



Figure 152.270.6



**Figure 152.270.7**

(L) Roof signs shall require a special use permit from the Board of Commissioners (see Special Uses - Roof Signs ).

(M) *Subdivision signs (permanent)*. Subdivision signs without any advertising may be located at each entrance to the subdivision provided they are monument signs .

- (1) Signs shall be maintained in good repair and appearance.
- (2) Signs shall be non-illuminated or indirectly illuminated.
- (3) Signs shall not be erected in any street right-of-way .
- (4) There shall be only one sign along street frontage provided that, if the subdivision has more than 400 feet of street or road frontage and two entrances, then two signs shall be permitted.
- (5) Copy area shall not exceed 16 square feet per sign.
- (6) No extremity of the sign, including copy, shall exceed 64 square feet.
- (7) No support column shall exceed a height of eight feet.

(N) *Wall signs* . Shall not exceed the total allowed tenant signage square footage per tenant linear footage. Sign shall be properly attached to wall to ensure the safety of persons and property.

(O) *Window signs* . Wherein the area of the sign does not exceed one-third of the tenants frontal window area. Window signs cannot exceed 0.tenant total allowed signage per ordinance.

(P) *Church, school and public building (non-governmental) signs*. Shall meet the following criteria:

- (1) Each tract of land shall be permitted one monument sign. See division (G) of this section.
- (2) Signage on the building shall not exceed one square foot per one linear foot of principal building frontage. The square footage permitted can be equally distributed on the site allowing for signage on multiple structures not to exceed the total allotted.

(Ord. 2005-O3, passed 3-15-2005) (Am. Ord. 2009-18, passed 11-17-2009; Am. Ord 2013-O13, passed 5-21-2013; Am. Ord. 2022-O4, passed 5-23-2022; Am. Ord. 2022-O5, passed 5-23-2022)

**ORDINANCE 2025-03**  
**AN AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE**  
**§ 152.016 DEFINITION OF BASIC TERMS AND § 152.267 COMPUTATION OF SIGN AREA**

WHEREAS North Carolina General Statute 160D-605 and 160D-701 requires that zoning regulations shall be made in accordance with a Comprehensive Plan; and

WHEREAS the Board of Commissioners finds that the proposed text amendments to the Unified Development Ordinance regarding referenced above to be consistent with the Town of Swansboro CAMA LAND USE Plan updated January 22, 2019, and amended August 28, 2023.

NOW BE IT ORDAINED by the Town of Swansboro Board of Commissioners that the Town Unified Development Ordinance be amended.

***TITLE XV: LAND USAGE***

***CHAPTER 152: UNIFIED DEVELOPMENT ORDINANCE***

***§ 152.016 DEFINITIONS OF BASIC TERMS.***

***SIGN, AREA OF.*** Sign area shall be computed by the smallest square, triangle, rectangle, circle, or combination thereof, which will encompass the entire sign including lattice work, frame, or supports incidental to its decoration. In computing the area, only one side both sides of a double-face sign structure shall be considered. Unless copy is not the same on both sides, then both sides should be calculated as area of sign.

***TITLE XV: LAND USAGE***

***CHAPTER 152: UNIFIED DEVELOPMENT ORDINANCE***

***§ 152.267 COMPUTATION OF SIGN AREA***

(C) The sign area computation shall include all sides of the sign. in which there is sign copy which can be seen.

This Ordinance shall be effective upon adoption.

Adopted by the Board of Commissioners in regular session, February 11, 2025.

Attest:

  
 Alissa Fender, Town Clerk



  
 William Justice, Mayor