



# 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**



# Board of Commissioners Meeting Agenda Item Submittal

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Item To Be Considered: **Establish a Grant Project Ordinance for the Swansboro Stormwater Master Plan Project #SW-SW-ARP-0073 (Fund #36)**

Board Meeting Date: **February 13, 2024**

Prepared By: **Sonia Johnson – Finance Director**

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**Overview:** The Town received notification of its award of the LASII ARPA funding in the amount of \$400,000 on April 5, 2023 to assist in stormwater mapping of the Town. Resolution 2023-R5 for the acceptance of funds was approved on August 28, 2023; however, the Grant Project Ordinance was not established for this project.

## Background Attachment(s):

1. Grant Project Ordinance for the Swansboro Stormwater Master Plan Project #SRP-SW-ARP-0073 (Fund #36)
2. Adopted Resolution-2023-R5

**Recommended Action:** Motion to approve a Grant Project Ordinance for the Swansboro Stormwater Master Plan Project #SRP-SW-ARP-0073 (Fund #36)

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

\_\_\_\_\_

\_\_\_\_\_



**TOWN OF SWANSBORO  
LASII PLANNING- SWANSBORO STORMWATER MASTER PLAN PROJECT  
LOCAL ASSISTANCE FOR STORMWATER INFRASTRUCTURE INVESTMENT PROGRAM (LASII)  
FY22 AMERICAN RESCUE PLAN ACT GRANT (ARPA)  
PROJECT # SRP-SW-ARP-0073**

Item IV - a.

**GRANT PROJECT ORDINANCE**

Be it **ORDAINED** by the Town Board of the Town of Swansboro, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted.

**Section 1:** The Project authorized is the LASII Planning- Swansboro Stormwater Master Plan Project (grant project number SRP-SW-ARP-0073) to be to be financed by the federal American Rescue Plan Act (ARPA) grant funds awarded to the Town of Swansboro by the North Carolina Department of Environmental Quality (DEQ) Division of Water Infrastructure (DWI).

**Section 2:** The officers of this unit are hereby directed to proceed with the grant project within the terms of the board resolution, grant documents, the rules and regulations of the Division of Water Infrastructure (DWI), and the budget contained herein.

**Section 3:** The following amounts are appropriated for the project revenues:

ARPA Grant Proceeds	\$ <u>400,000</u>
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**Section 4:** The following amounts are appropriated for the project expenses:

Engineering and Administration Services	\$ <u>400,000</u>
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**Section 5:** The finance officer is hereby directed to maintain within the Swansboro Stormwater Master Plan Project sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations.

**Section 6:** Reimbursement requests should be made to the State grantor agency in an orderly and timely manner. Compliance with all federal and state procurement regulations is required.

**Section 7:** The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 4 and on the total grant revenues received or claimed.

**Section 8:** The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

**Section 9:** Copies of this grant project ordinance shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer for direction in carrying out this project.

Adopted by the Swansboro Board of Commissioners in regular session, February 13, 2024.

✓

John Davis, Mayor

ATTEST:

✓

Alissa Fender, Town Clerk

**RESOLUTION 2023-R5  
BY GOVERNING BODY OF RECIPIENT**

Whereas, the American Rescue Plan Act (ARPA), funded from the State Fiscal Recovery Fund, was established in Session Law (S.L.) 2021-180 to assist eligible units of local government with meeting their drinking water and/or wastewater and/or stormwater infrastructure needs, and

Whereas, the North Carolina Department of Environmental Quality has offered LASII ARPA funding in the amount of \$400,000 to perform the work detailed in the submitted application, and

Whereas, the Town of Swansboro intends to perform said project in accordance with the agreed scope of work,

NOW, THEREOFRE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SWANSBORO:

That the Town of Swansboro does hereby accept the ARPA grant offer of \$400,000; and

That the Town of Swansboro does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Funding Offer and Acceptance (award offer) will be adhered to; has substantially complied, or will substantially comply, with all federal, State of North Carolina (State), and local laws, rules, regulations, and ordinances applicable to the project; and to federal and State grants and loans pertaining thereto; and

That the Town Manager Paula Webb, and successor so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the North Carolina Department of Environmental Quality, Division of Water Infrastructure.

Adopted this 28<sup>th</sup> day of August 2023.

Attest:

*Alissa Fender*

Alissa Fender, Town Clerk



*John Davis*  
John Davis, Mayor

**RESOLUTION (2024-R5) OF SUPPORT FOR JACKSONVILLE ONSLOW ECONOMIC DEVELOPMENT (JOED), THE SWANSBORO AREA ECONOMIC DEVELOPMENT COMMITTEE (SAEDC), AND PROJECT COFFEE**

Item IV - b.

WHEREAS, JOED has served the Town since 1970 as its sole Economic Development Organization (EDO) and the Town is a member of JOED, with representation on JOED's Board of Directors;

WHEREAS, the Town completed Comprehensive Economic Development Strategic Plan (The Plan) in 2018, which recognizes the importance of deliberate economic development activity to realize the plan's goals;

WHEREAS, JOED is uniquely qualified and equipped to assist the town in the pursuit of its economic development goals, and the work program of JOED is wholly consistent with the tenets of The Plan;

WHEREAS, JOED provides technical assistance and organizational support to the volunteer Swansboro Area Economic Development Committee (SAEDC);

WHEREAS, the SAEDC exists to provide the greater Swansboro area with knowledgeable and experienced economic development leadership, focused on the unique assets of the area;

WHEREAS, JOED and the SAEDC are jointly pursuing the development of light industrial sites and buildings in the greater Swansboro area, in order to recruit above-average jobs for the Town's residents, consistent with the Town's Plan;

WHEREAS, among those light industrial sites, Project Coffee is located in the Town's extraterritorial jurisdiction;

WHEREAS, Project Coffee, if developed, will provide critical light industrial capacity to the Town, facilitating the forecast creation of two-hundred net, new jobs and thirty million dollars (\$30M) in new tax base for the Town;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Swansboro, North Carolina, as follows:

1. This Board supports the work of the JOED staff and Board of Directors in pursuit of economic development in and around the Town.
2. This Board supports the work of the volunteer SAEDC in its efforts to target and complete projects in the area that assist in the realization of The Plan.
3. This Board supports the JOED and SAEDC efforts to complete the design, development, and marketing of Project Coffee.

NOW THEREFORE:

The Town Manager is hereby authorized, empowered and directed to do any and all other acts and to execute any and all other documents, which they, in their discretion, deem necessary and appropriate in order to consummate the activity contemplated by this Resolution, except that none of the above shall be authorized or empowered to do anything or execute any document which is in contravention, in any way, of the specific provisions of this Resolution.

All acts and doings of officers, employees and agents of the Town, whether taken prior to, on, or after the date of this Resolution, that are in conformity with and in the furtherance of the purposes and intents of this Resolution as described above shall be, and the same hereby are, in all respects ratified, approved and confirmed.

Any prior resolutions or parts thereof of the Board in conflict with the provisions contained herein are, to the extent of such conflict, hereby superseded and repealed.

This Resolution is effective upon its adoption. This the 13th day of February, 2024.

Attest:

\_\_\_\_\_  
Alissa Fender, Town Clerk

\_\_\_\_\_  
John Davis, Mayor



# Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Zoning Map Amendment to Rezone four parcels from R-10SF to RA**

Board Meeting Date: **February 13, 2024**

Prepared By: **Andrea Correll, AICP – Planner**

**Overview:** 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.

The four parcels are further identified as, PAR ID 004954 (158 Dr. Corbett Road) +/- 9.05 acres, PAR ID 048674 (218 Kathleen Place) +/- 1.04 acres, PAR ID 048675 (218 Kathleen Place) +/- 1.29 acres, PAR ID 014636 (137 Dr. Corbett Road) +/- 0.58 acres

**NC General Statute 160D-601(d). Procedure for adopting, amending, or repealing regulations.**

*(d) Down-Zoning. – No amendment to zoning regulations or a zoning map that down-zones property shall be initiated nor is it enforceable without the written consent of all property owners whose property is the subject of the down-zoning amendment, unless the down-zoning amendment is initiated by the local government. For purposes of this section, "down-zoning" means a zoning ordinance that affects an area of land in one of the following ways: (1) By decreasing the development density of the land to be less dense than was allowed under its previous usage. (2) By reducing the permitted uses of the land that are specified in a zoning ordinance or land development regulation to fewer uses than were allowed under its previous usage. (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, ss. 12, 50(a), 51(a), (b), (d).)*

**Section 152.170 Establishment of Zoning Districts and the Purpose Thereof**

*(B) RA - Residential/Agricultural. The purpose of this district shall be to set aside and protect those lands which are primarily suited for agriculture, agricultural-related uses of woodlands.*

*(F) R10SF-Residential. The purpose of this district shall be that only single-family residential structures shall be permitted in the district.*

**Background Attachment(s):**

1. Expanded Analysis
2. Application
3. Location Map
4. Plat of the properties
5. Consistency Statement
6. Draft Ordinance

**Recommended Action:**

1. Hold a public hearing;
2. Motion to approve Ordinance 2024-O1 to rezone the four identified parcels from R-10SF to RA.

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

\_\_\_\_\_

\_\_\_\_\_

### Expanded overview:

The property is located in Swansboro's ETJ and currently zoned R-10SF (Single Family) and requesting to down-zone to RA (Residential Agriculture). The Corbett farm has been at this location since the 1930s. The Town rezoned the area to R-10SF likely as part of efforts updating the zoning map after the 2000 Unified Development Ordinance was adopted.

It is important to note the farmland uses and zoning classification that abuts the Corbett property to the west and runs all the way to Swansboro Loop Road.

### Existing Zoning Map:



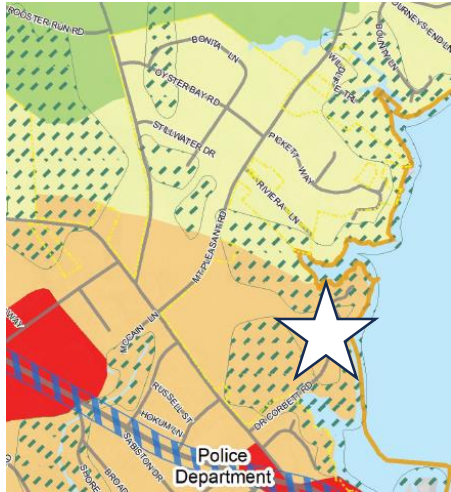
Proposed Zoning Map:





### Future Land Use Map

The CAMA Land Use Plan Update (2019) identifies the property as Coastal Traditional Neighborhood which the same classification as Edgewater Estates and Historic District. The Swansboro CAMA Land Use update states that The Future Land Use Map (FLUM) and associated land use (FLU) designations will be used to guide rezoning, investments, and land use decision in the Town. This requested rezoning map amendment is consistent with the current agricultural land use pattern abutting the Corbett property to the west. However, the Future Land designation for residential subdivision development will have to be revised after the rezoning is approved.



#### COASTAL TRADITIONAL NEIGHBORHOOD (CTN)

This is a walkable, compact, residential district laid out based on traditional neighborhood development patterns. It generally surrounds the TTC and contains single and two-family residential with small-scale multi-family and neighborhood commercial.



- Water
- Parcels
- Streets
- Parcels
- Address



# Swansboro Parcels

Created by Onslow County  
12/4/2023

This map is intended for reference only.  
All dimensions are approximate.  
As per NCGS 132-10, this map is not to be  
resold or otherwise used for commercial  
purposes.



## Town of Swansboro

601 W. Corbett Avenue Swansboro, NC 28584

Phone (910) 326-4428 - Fax (910) 326-3101

**APPLICATION FOR ZONING & ORDINANCE AMENDMENTS****Check the Appropriate Blank**

- ☐ Add a Use to a Zoning District  
☐ Remove a Use from a Zoning District  
☐ Create a New Zoning District  
☐ Future Land Use Map Amendment

**Application No.**

- ☐ Amend Code of Ordinances  
☐ Amend Unified Development Ordinance  
☒ Zoning District Designation Change

**A complete application must be received with the fee by the third Friday prior to the month of review.**Property Owner Name James P. + Frances D. Corbett Phone # 910-619-9123Address of Zoning Request 158 Dr. Corbett Rd, Swansboro, NC 28584Mailing Address PO Box 8, Swansboro, NC 28584**Zoning Amendments**

Attach a copy of the legal description of the property (including address if assigned) that is requested for a zoning change (i.e. metes and bounds). The application will not be scheduled for review until these items are received.

Provide a list names and mailing address of adjacent property owner on the reverse side of this application. The application will not be scheduled for review until these items are received.

Present Zoning R10 SF Desired Zoning AgricultureProbable Use of Property Growing pecan treesReason for Zoning Change Request being taxed as water front property but currently used as agriculture growing 9 pecan trees + 3 walnut trees.**Ordinance Amendments**Code Section to be amended 528x9 89

Print clearly the code section wordage to be amended \_\_\_\_\_

Print clearly the code section wordage as suggested \_\_\_\_\_

Reason for requested amendment \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Future Land Use Map Amendment**

Present Future Land Use Category \_\_\_\_\_ Desired Future Land Use Category \_\_\_\_\_

Use of Property \_\_\_\_\_

Reason for Future Land Use Map Change Request \_\_\_\_\_

**Town Hall Use Only**Fee Paid \$400 Date Received 10/20/23 Date scheduled for Planning & Zoning Board review 11/9/23

Recommendation from Planning &amp; Zoning Board \_\_\_\_\_

Public Hearing Run Dates \_\_\_\_\_ Date of Public Hearing \_\_\_\_\_

Effective Date of Change \_\_\_\_\_ Ordinance Number \_\_\_\_\_

1. Patsy Avery  
PO Box 931  
Swansboro, NC 28584
2. Mark A Massengill  
144 Doctor Corbett Rd  
Swansboro, NC 28584
3. Lloyd Ann Cofer  
1009 Harvey Circle  
Kinston, NC 28501-3642
4. James Edward Hurst + Cheryl Booth Hurst  
208 Cambridge Ct  
Jacksonville, NC 28540-6827
5. Susan Casper  
1132 Mt. Pleasant Rd. / PO Box 852  
Swansboro, NC 28584
- Nancy J. Bagley  
4401 Coral Point Dr.  
Morehead City, NC 28557

Doc ID: 002171000002 Type: CRP  
 Recorded: 11/27/2006 at 03:48:59 PM  
 Fee Amt: \$17.00 Page 1 of 2  
 Excise Tax: \$0.00  
 Onslow County, NC  
 Mildred H Thomas Register of Deeds  
 BK 2775 PG 454-455

This deed presented to  
 The Onslow Co Tax Office  
 Date 11/27/06 Clerk MA

### WARRANTY DEED

Prepared by: DOTSON & MILSTED  
 320 New Bridge Street  
 Jacksonville, NC 28540

Stamps: MA

Parcel No: \_\_\_\_\_

Mail to: James and Frances Corbett  
 P.O. Box 8  
 Swansboro, NC 28584

NORTH CAROLINA  
 ONSLOW COUNTY

THIS DEED, made this 27<sup>th</sup> day of November, 2006, by and between  
 JAMES P. CORBETT, JR., and wife, FRANCES D. CORBETT, hereinafter referred to as  
 Grantors, and JAMES P. CORBETT, JR., and wife, FRANCES D. CORBETT, hereinafter  
 referred to as Grantees;

### WITNESSETH:

That the Grantors, for a valuable consideration paid by the Grantees, the receipt of  
 which is hereby acknowledged, has and by these presents does grant, bargain, sell, and  
 convey unto the Grantees, their heirs and assigns, in fee simple, all that certain lot or  
 parcel of land situated in Swansboro Township, Onslow County, North Carolina, and more  
 particularly described as follows:

BEING all of the 8.53 acres or 371,581.40 square feet and the .87 acres or  
 38,032.64 square feet as shown upon plat entitled "Boundary Survey and Lot  
 Recombination for: James P. Corbett, Jr., and Frances D. Corbett",  
 prepared by Charles A. Rawls, PLS #L-2491, and recorded in Map Book 51,  
 Page 160, Slide L-1495, in the office of the Register of Deeds of Onslow  
 County, North Carolina, said recorded plat being incorporated herein by this  
 reference for the purpose of providing a particular description.

It is the intent and purpose of this deed to combine Onslow County Tax  
 Parcel ID #'s 1324 42 and 1324 42,1 into a single tax parcel.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and  
 appurtenances thereto belonging to the Grantees, their heirs and assigns in fee simple.

And the Grantors do covenant that they are seized of the premises in fee simple, and have the right to convey the same, that the same is free and clear of all encumbrances, and that they will warrant and defend the title herein conveyed against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantors have hereunto set their hands and seals, the day and year first above written.

James P. Corbett, Jr. (SEAL)  
JAMES P. CORBETT, JR.

Frances D. Corbett (SEAL)  
FRANCES D. CORBETT

NORTH CAROLINA  
ONslow COUNTY

I, Barbara J. Gray, a Notary Public in and for said County and State do hereby certify that James P. Corbett, Jr., and wife, Frances D. Corbett, Grantors, personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this 27<sup>th</sup> day of November, 2006.

Barbara J. Gray  
Notary Public

My commission expires:  
4-10-2011

BARBARA J. GRAY  
NOTARY PUBLIC  
ONslow COUNTY, N.C.

STATE OF NORTH CAROLINA, ONslow COUNTY

The foregoing certificate(s) of \_\_\_\_\_ is (are) certified to be correct. This instrument was presented for registration this \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ A.M., P.M., and duly recorded in the office of the Register of Deeds of Onslow County, North Carolina, in Book \_\_\_\_\_, Page \_\_\_\_\_.

This the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

REGISTER OF DEEDS

ASSISTANT, DEPUTY  
REGISTER OF DEEDS





Town of Swansboro  
601 W. Corbett Avenue Swansboro, NC 28584  
Phone (910) 326-4428 - Fax (910) 326-3101

Tax Parcel ID:  
0486 Item V - a.  
048675 1.29 ac

**APPLICATION FOR ZONING & ORDINANCE AMENDMENTS**

**Check the Appropriate Blank**

- ☐ Add a Use to a Zoning District  
☐ Remove a Use from a Zoning District  
☐ Create a New Zoning District  
☐ Future Land Use Map Amendment

**Application No.**

- ☐ Amend Code of Ordinances  
☐ Amend Unified Development Ordinance  
☒ Zoning District Designation Change

**A complete application must be received with the fee by the third Friday prior to the month of review.**

Property Owner Name Patricia Corbett Avery Phone # 910-326-7080  
Address of Zoning Request 218 Kathleen Pl, Swansboro, NC 28584 + Dr. Corbett Rd.  
Mailing Address PO Box 931, Swansboro, NC 28584

**Zoning Amendments**

Attach a copy of the legal description of the property (including address if assigned) that is requested for a zoning change (i.e. metes and bounds). The application will not be scheduled for review until these items are received.

Provide a list names and mailing address of adjacent property owner on the reverse side of this application. The application will not be scheduled for review until these items are received.

Present Zoning R10SF Desired Zoning Agriculture

Probable Use of Property Grow Pecan + Nut trees

Reason for Zoning Change Request Being taxed as water-front property. No plans for subdividing for residential lots. Plans to keep as family land.

**Ordinance Amendments**

Code Section to be amended \_\_\_\_\_

Print clearly the code section wordage to be amended \_\_\_\_\_

Print clearly the code section wordage as suggested \_\_\_\_\_

Reason for requested amendment \_\_\_\_\_

Signature Patricia Corbett Avery Date 10-18-23

**Future Land Use Map Amendment**

Present Future Land Use Category \_\_\_\_\_ Desired Future Land Use Category \_\_\_\_\_

Use of Property \_\_\_\_\_

Reason for Future Land Use Map Change Request \_\_\_\_\_

**Town Hall Use Only**

Fee Paid — Date Received 10/20/23 Date scheduled for Planning & Zoning Board review 11/9/23

Recommendation from Planning & Zoning Board \_\_\_\_\_

Public Hearing Run Dates \_\_\_\_\_ Date of Public Hearing \_\_\_\_\_

Effective Date of Change \_\_\_\_\_ Ordinance Number \_\_\_\_\_

1. James P. Corbett, Jr.  
PO Box 8  
Swansboro, NC 28584

2. Susan Casper  
1132 Mt. Pleasant Rd. / PO Box 852  
Swansboro, NC 28584

BOOK 910 PAGE 919

Prepared by: WARLICK, MILSTED, DOTSON AND CARTER

Mail to: Patricia Corbett Avery and husband, Frederick Austin Avery,  
500 Princeton Street, Raleigh, NC 276092-10 89  
Chas. A. Rawls

89 FEB 10 PM 4 35

## WARRANTY DEED

NORTH CAROLINA:

ONSLow COUNTY:

THIS DEED, made this 2<sup>ND</sup> day of February, 1989, by and between JAMES P. CORBETT, JR. and wife, FRANCES D. CORBETT and PATRICIA CORBETT AVERY, hereinafter referred to as Grantors, and PATRICIA CORBETT AVERY and husband, FREDERICK AUSTIN AVERY, hereinafter referred to as Grantees;

W I T N E S S E T H:

That the Grantors, for a valuable consideration paid by the Grantees, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell, and convey unto the Grantees, their heirs and assigns, in fee simple, all that certain lot or parcel of land situated in Swansboro Township, Onslow County, North Carolina, and more particularly described as follows:

FIRST TRACT: Beginning at a set iron pipe located at or near the high water mark of New Hominy Creek which is located as follows: BEGINNING at the centerline intersection of Secondary Road #1447 and Secondary Road #1449; thence along the centerline of NCSR #1449 1316.90 feet to an existing nail; thence North 25 degrees 30 minutes East 135.91 feet to an existing nail; thence North 84 degrees 9 minutes 17 seconds East 55.35 feet to an existing iron rebar; thence North 11 degrees 1 minutes 6 seconds West 289.14 feet to an existing iron pipe; thence South 65 degrees 36 minutes 29 seconds East 11.01 feet and North 82 degrees 53 minutes 32 seconds East 25.44 feet to the beginning iron pipe; thence with the high water line of New Hominy Creek the following courses and distances: North 61 degrees 09 minutes 55 seconds East 9.55 feet, North 83 degrees 07 minutes 49 seconds East 6.40 feet, North 12 degrees 25 minutes 26 seconds East 14.63 feet, North 26 degrees 07 minutes 34 seconds East 21.43 feet, North 55 degrees 35 minutes 54 seconds East 35.55 feet, North 81 degrees 40 minutes 21 seconds East 14.62 feet, North 42 degrees 13 minutes 51 seconds East 16.07 feet, and North 22 degrees 05 minutes 22 seconds East 12.46 feet to a set iron pipe; thence South 25 degrees 25 minutes 01 second East 84.56 feet to a set iron pipe; thence South 70 degrees 14 minutes 30 seconds East 173.35 feet to a set iron pipe; thence South 24 degrees 2 minutes 11 seconds West 17.51 feet; thence South 15 degrees 1 seconds West 17.51 feet; thence South 29 degrees 18 minutes 57 seconds West 26.10 feet; thence South 38 degrees 49 minutes 51 seconds West 70.80 feet to a set iron pipe; thence North 55 degrees 55 minutes 14 seconds West 177.35 feet to a set iron pipe; thence North 23 degrees 19 minutes 28 seconds West 142 feet to the beginning and containing 1.04 acres according to survey of Charles A. Rawls, R.L.S. No. L-2491, dated November 9, 1988.



BOOK 910 PAGE 920

TRACT TWO: Beginning at a set iron pipe located at or near the high water mark of New Hominy Creek which is located as follows: BEGINNING at the centerline intersection of Secondary Road #1447 and Secondary Road #1449; thence along the centerline of NCSR #1449 1316.90 feet to an existing nail; thence North 25 degrees 30 minutes East 135.91 feet to an existing nail; thence North 84 degrees 9 minutes 17 seconds East 55.35 feet to an existing iron rebar; thence North 11 degrees 1 minutes 6 seconds West 289.14 feet to an existing iron pipe; thence South 59 degrees 0 minutes West 177.62 feet to the beginning set iron pipe; thence South 31 degrees 0 minutes East 120 feet to a set iron pipe; thence South 46 degrees 7 minutes 30 seconds West 359.03 feet to a set iron pipe; thence North 31 degrees West 200 feet to a set iron pipe in the Seth Jones line; thence with the Jones line North 59 degrees East 350 feet to the beginning and containing 1.29 acres according to survey of Charles A. Rawls, R.L.S. No. L-2491, dated November 9, 1988.

Grantors do further convey to Grantees, their heirs and assigns, a perpetual easement twenty (20) feet in width to each of the above described tracts for purposes of ingress, egress, construction and maintenance of a street or a road, and for the location of utilities, the location of said easement to be mutually agreed upon by Grantors and Grantees, their heirs and assigns.

Grantors reserve to James P. Corbett, Jr. and wife, Frances D. Corbett, their heirs and assigns, a perpetual easement twenty (20) feet in width in, over and upon the first tract above described for purposes of ingress, egress, construction and maintenance of a street or a road, and for the location of utilities, the location of said easement to be mutually agreed upon by Grantors and Grantees, their heirs and assigns.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantees, their heirs and assigns in fee simple.

And the Grantors do covenant that they are seized of the premises in fee simple, and have the right to convey the same, that the same is free and clear of all encumbrances, and that they will warrant and defend the title herein conveyed against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantors have hereunto set their hands and seals, this the day and year first above written.

James P. Corbett, Jr. (SEAL)  
James P. Corbett, Jr.

Frances D. Corbett (SEAL)  
Frances D. Corbett

Patriola Corbett Avery (SEAL)  
Patriola Corbett Avery

BOOK 910 PAGE 921

NORTH CAROLINA:  
ONslow COUNTY:

I, Duwood M. Shepard, a Notary Public in and for said County and State do hereby certify that JAMES P. CORBETT, JR. and wife, FRANCES D. CORBETT, personally appeared before me this day and acknowledged the due execution of the foregoing instrument in writing for the purposes therein expressed.

Witness my hand and notarial seal, this the 3<sup>rd</sup> day of February, 1989.



Duwood M. Shepard  
Notary Public

My Commission expires: December 30, 1989

NORTH CAROLINA:  
WAKE COUNTY:

I, Leonard E. Sanders, a Notary Public in and for said County and State do hereby certify that PATRICIA CORBETT AVERY, personally appeared before me this day and acknowledged the due execution of the foregoing instrument in writing for the purposes therein expressed.

Witness my hand and notarial seal, this the 6 day of February, 1989.

Leonard E. Sanders  
Notary Public

My Commission expires: 3/8/93

STATE OF NORTH CAROLINA, Onslow COUNTY

The foregoing certificate(s) of Leonard E. Sanders  
& Duwood M. Shepard is (are) certified to be correct. This instrument was presented for registration this 10th day of February, 1989, at 4:35 XXX, P.M., and duly recorded in the office of the Register of Deeds of Onslow County, North Carolina, in Book 910, Page 919.

This the 10th day of February, 1989.

Michael M. Thomas  
REGISTER OF DEEDS

BY: -----  
ASSISTANT, DEPUTY  
REGISTER OF DEEDS

**Town of Swansboro**  
**601 W. Corbett Avenue Swansboro, NC 28584**  
 Phone (910) 326-4428 - Fax (910) 326-3101

**APPLICATION FOR ZONING & ORDINANCE AMENDMENTS**

**Check the Appropriate Blank**

- ☐ Add a Use to a Zoning District  
☐ Remove a Use from a Zoning District  
☐ Create a New Zoning District  
☐ Future Land Use Map Amendment

**Application No. \_\_\_\_\_**

- ☐ Amend Code of Ordinances  
☐ Amend Unified Development Ordinance  
☒ Zoning District Designation Change

**A complete application must be received with the fee by the third Friday prior to the month of review.**

Property Owner Name John & Lloyd Ann Cofer Phone # 407-222-7861

Address of Zoning Request 137 Dr. Corbett Rd., Swansboro, N.C. 28584

Mailing Address 1009 Harvey Circle, Kinston, 28501

**Zoning Amendments**

NC

Attach a copy of the legal description of the property (including address if assigned) that is requested for a zoning change (i.e. metes and bounds). The application will not be scheduled for review until these items are received.

Provide a list names and mailing address of adjacent property owner on the reverse side of this application. The application will not be scheduled for review until these items are received.

Present Zoning R105F Desired Zoning Agriculture

Probable Use of Property Grow Pecan Trees

Reason for Zoning Change Request Current structure is gutted shell, storing lumber, not being used as residential, house to be torn down + not replaced.

**Ordinance Amendments**

Code Section to be amended \_\_\_\_\_

Print clearly the code section wordage to be amended \_\_\_\_\_

Print clearly the code section wordage as suggested \_\_\_\_\_

Reason for requested amendment \_\_\_\_\_

Signature [Signature] Date 10-18-2023

**Future Land Use Map Amendment**

Present Future Land Use Category \_\_\_\_\_ Desired Future Land Use Category \_\_\_\_\_

Use of Property \_\_\_\_\_

Reason for Future Land Use Map Change Request \_\_\_\_\_

**Town Hall Use Only**

Fee Paid - Date Received 10/20/23 Date scheduled for Planning & Zoning Board review 11/9/23

Recommendation from Planning & Zoning Board \_\_\_\_\_

Public Hearing Run Dates \_\_\_\_\_ Date of Public Hearing \_\_\_\_\_

Effective Date of Change \_\_\_\_\_ Ordinance Number \_\_\_\_\_

1. James P. + Frances D Corbett  
PO Box 8  
Swansboro, NC  
28584

2. James Edward + Cheryl Booth Hurst  
208 Cambridge Ct.  
Jacksonville, NC  
28540-6827

BK 5063 PG 679 - 682

# DEED

Prepared by & Return to:  
Richardson & Richardson  
Ernest C. Richardson, III/sg  
PO Box 1594  
New Bern, NC 28563  
(252) 633-2470

Parcel ID: 014636  
Revenue Stamps: \$200.00

NORTH CAROLINA  
ONslow COUNTY

If checked , the property includes the primary residence of at least one of the Parties depicted as Grantor.

THIS DEED, made this the 22 day of November, 2019, by and between **Betty R. Kropinack, Widow**, whose address is 200 Nikida Court, Swansboro, NC 28584; (herein called the "Grantor") and **Lloyd Ann Cofer and husband, John W. Cofer**, whose address is 3234 Austin Avenue, New Bern, NC 28562; (herein called the "Grantee"). The designation Grantor and Grantee as used herein shall include the parties indicated, and their respective heirs, successors, legal representatives, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by the context.

## WITNESSETH:

That the Grantor, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land lying and being situate in Swansboro Township, Onslow County, North Carolina, and more particularly described as follows:

**BEGINNING** at a point in the center of State Road No. 1449, said point being opposite a concrete monument standing at the northwestern margin of said road, said concrete monument being located approximately half way between the intersection of State Road No. 1449 and State Road No. 1447 and the end of State Road No. 1449, said concrete monument being also located near the crest of the hill northeast of the creek or branch passing under said State Road No. 1449, and running thence with the center line of State Road No. 1449, North 46 degrees East 95 feet; thence continuing with said center line North 30 degrees East 114 feet; thence leaving the center line of said highway and with the Edward and Ethlyn Hurst line North 37 degrees West 146 feet to a concrete monument; thence South 51 degrees West 156 feet to a concrete monument; thence South 16 degrees East 30 feet to a concrete monument; thence South 29 degrees 45 minutes East 153 feet to the beginning (the last call line passing through the concrete monument standing opposite the beginning point), and being the identical property conveyed to party of the first part from S.P. Milsted and wife, Carrie K. Milsted, by deed dated the 8th day of December, 1967, and recorded in Book 367, Page 323, in the office of the Register of Deeds of Onslow County, North Carolina.

Being the same property as recorded in Deed Book 481, Page 861, Onslow County Registry.

TO HAVE AND TO HOLD, the aforesaid tract of land together with privileges and appurtenances thereunto to the Grantee in fee simple forever.

And the Grantor covenants with the Grantee, that the Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, except as described above, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed the day and year first above written.

Betty R. Kropinack (SEAL)  
 Betty R. Kropinack

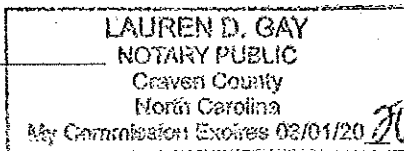
STATE OF NORTH CAROLINA  
 COUNTY OF DANFORTH

I, Lauren D. Gay, a Notary Public of the County of DANFORTH and State aforesaid, certify that **Betty R. Kropinack**, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

Witness my hand and Notarial stamp or seal, this 22 day of November, 2019.

Lauren D. Gay  
Lauren D. Gay Notary Public  
 Notary's Printed or Typed Name

My Commission Expires:  
02/01/2020  
 (Affix Seal)



## DEPARTMENT OF TAX ADMINISTRATION



## Tax Certification Form

(Check One Box)



This certifies that there are no delinquent ad valorem taxes, or other taxes which the Onslow County Tax Collector is charged with collecting, that are a lien on:

Parcel Identification Number:

014636 AND GRANTEE: LLOYD ANN COFER AND JOHN W. COFER

This is not a certification that this Onslow County Parcel Identification Number matches the deed description.



No certification required, as attorney statement that any delinquent taxes will be paid from closing proceeds is included on first page of deed.



Balance due on account. It must be paid to Onslow County Tax Collector within 5 days of closing.

Eileen Wagner

Digitally signed by Eileen Wagner  
DN: cn=Eileen Wagner, o=Tax Collections, ou=Onslow  
County, email=eileen\_wagner@onslowcountync.gov,  
c=US  
Date: 2019.11.25 16:26:08 -0500

Tax Collections Staff Signature

11/25/2019

Date



This parcel may have deferred taxes which become due upon transfer of the property. Call the Tax Office, Land Records Division at 910-989-2204 for more information.



## TOWN OF SWANSBORO PLANNING AND ZONING BOARD STATEMENT OF CONSISTENCY

On December 5, 2023, the Planning Board heard the requested map amendment and recommended unanimous approval of a map amendment to the Town of Swansboro official zoning map to down-zone parcels along Dr. Corbett Road and Kathleen Place from R-10SF to RA.

The Town's Planning Board finds that the proposed map amendment is consistent with the current CAMA Land Use Plan Update which states on page 48 *"respect for agricultural lands was determined to be an important character of the Swansboro. Rural views and working farms were once a major component of the landscape."* The down zoning of land zoned R-10SF to RA is consistent with farmland abutting the property to the west. The Doctor Corbett family land has functioned as a farm since the 1930s.

  
Planning Board Chair (Vice)

  
Town Planner

## Ordinance 2024-O1

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

WHEREAS NCGS 160D-604 also states that when adopting or rejecting any zoning amendment, the governing board shall approve a statement describing whether its action is consistent with an adopted Comprehensive Plan and any other officially adopted plan that is applicable, and briefly explain why the board considers the action taken to be reasonable and in the public interest; and

WHEREAS the Board of Commissioners finds that the proposed re-zoning of PARID Numbers: 004954, 048674, 048675, 014636 from R-10SF (Single Family) to RA (Residential Agricultural) is consistent with the Comprehensive Plan, CAMA Land Use Plan Update which states on page 48 *“respect for agricultural lands was determined to be an important character of the Swansboro. Rural views and working farms were once a major component of the landscape.”* The down zoning of land zoned R-10SF to RA is consistent with farmland abutting the property to the west. The Doctor Corbett family land has functioned as a farm since the 1930s.

NOW BE IT ORDAINED by the Town of Swansboro Board of Commissioners that the Town Zoning Map be amended by converting PARID Numbers: 004954, 048674, 048675, 014636 from R-10SF (Single Family) zoning designation to RA (Residential Agricultural) zoning designation.

This Ordinance shall be effective upon adoption.

Adopted by the Board of Commissioners in regular session, February 13, 2024.

\_\_\_\_\_  
John Davis, Mayor

Attest:

\_\_\_\_\_  
Alissa Fender, Town Clerk



# Board of Commissioners Meeting

## Agenda Item Submittal

Item To Be Considered: **Text Amendment to the Town Unified Development Ordinance for Section 152.479 Certificate of Appropriateness List and Appendix III Landscape Standards**

Board Meeting Date: **February 13, 2024**

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

**Overview:** 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.

The purpose of this amendment is to keep the landscape of our Historic District to historically accurate native trees and shrubs found in this area. All material was presented and provided by NC Sea Grant publications. This text amendment was recommended by the Planning Board on January 10, 2024.

Section 152.479 Certificate of Appropriateness List subsection 43 and 49 needs to be amended along with an addition to Appendix III Historic District Landscape. The proposed text amendment was reviewed by the Town Attorney and his changes are included in the attachment.

**Background Attachment(s):**

- 1. Comprehensive Plan Consistency Statement
- 2. Draft Ordinance 2024-O2

**Recommended Action:**

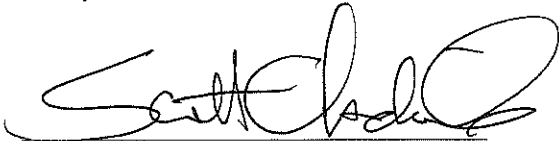
- 1. Hold a public hearing;
- 2. Motion to approve Ordinance 2024-O2 amending Section 152.479 Certificate of Appropriateness List subsection 43 and 49, along with an addition to Appendix III Section 25 Historic District Landscape.

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

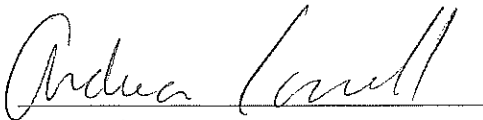
## TOWN OF SWANSBORO PLANNING AND ZONING BOARD STATEMENT OF CONSISTENCY

On January 10, 2024, the Planning Board heard the requested text amendments and recommended unanimous approval of the text amendments to the Town Unified Development Ordinance as followed: § 152.479 subsection 43 and 49 as well as Appendix III adding Section 25 Historic Landscape..

The Town's Planning Board finds that the proposed text amendments are consistent with the current Comprehensive Plan and other applicable plans and policies and considers the action taken to be reasonable and in the public interest because it provides the structure, for Town staff to proactively address issues related to impacts caused by development in order to protect the health, safety, and welfare of the Town's residents.



Planning Board Chair



Town Planner

## Ordinance 2024-O2

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 amendment to the Unified Development Ordinance regarding the Landscape Standards in the Historic District 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 to include additions to Section 152.479 Certificate of Appropriateness List 43 and 49 and Appendix III adding Section 25 Historic District Landscape.

### Unified Development Ordinance

#### § 152.479 CERTIFICATE OF APPROPRIATENESS LIST.

Certificates of appropriateness shall be required for properties identified as contributing (C) and non-contributing (N) in the Historic District according to the chart which follows. In the chart, and “N” entry applies to those homes built after 1938, and a “C” entry applies to those homes built before 1938. An “X” entry applies to both Contributing and Non-contributing structures.

	<i>Type of Work</i>	<i>Routine Maintenance</i>	<i>Minor Work (M.C.)</i>	<i>Major Work (SHPC)</i>	<i>Staff Approval</i>
43	Alteration/addition of gardens, planting beds, or shrubbery. <u>Refer to Appendix III, Section 25 Historic District Landscape for additional requirements and the approved list of planting materials such as trees and shrubs. Vines, perennials, and annuals are the choice of the property owner.</u>	X			
49	Addition of trees. <u>Refer to Appendix III, Section 25 Historic District Landscape for additional requirements and the approved list of planting materials for trees.</u>	X			



## Appendix III

### Section 25 Historic District Landscape

#### 25.1 Historic District Landscape for selection of trees and shrubs.

- 1) Use the following approved list for planting new trees and shrubs in the Historic District.
- 2) If a tree or shrub is not on the approved list, please fill out a staff approval application to be reviewed.
- 3) Palm trees are not on the approved list because they are not native, nor a tree used historically in the Historic District. Dwarf palmettos, however, are on the approved list because they are a native plant.
- 4) No planting materials shall be placed in the street right of way or in utility easements in the district.
- 5) Call 811 to mark a property before digging on it.

# Trees

Common Name	Scientific Name	Height/ Width	Light	Soil	Photo
Red Maple	<i>Acer rubrum</i>	H:40'-120' W:30'-50'	Full sun to Part shade	Moist	
Serviceberry	<i>Amelanchier canadensis</i>	H: 10'-20' W:15'-20'	Full sun to Part shade	Moist	
Red Buckeye	<i>Aesculus pavia</i>	H:15'-20' W:15'-20'	Part shade	Moist	
Devilwood	<i>Cartrema americana</i>	H:10'-30' W:6'-15'	Full sun to Part shade	Moist	
Redbud	<i>Cercis canadensis</i>	H: 20'-30' W: 25'-35'	Full sun to Part shade	Moist	
Fringetree	<i>Chionanthus virginicus</i>	H: 12'-30' W: 12'-20'	Part shade	Moist	
Flowering Dogwood	<i>Cornus florida</i>	H:15'-25' W:20'-25'	Full sun to Part shade	Moist	
Hawthorn	<i>Crataegus phaenopyrum</i>	H:25'-30' W:20'-25'	Full sun to Part shade	Dry to moist	
Dahoon Holly	<i>Ilex cassine</i>	H: 20'-30' W:10'-15'	Full sun to Part shade	Moist to wet	


**Trees**

<b>Common Name</b>	<b>Scientific Name</b>	<b>Height/ Width</b>	<b>Light</b>	<b>Soil</b>	<b>Photo</b>
<b>Yaupon Holly</b>	<b>Ilex vomitoria</b>	<b>H: 10'-20'</b> <b>W: 8'-12'</b>	<b>Full sun to Part shade</b>	<b>Dry to Wet</b>	
<b>Eastern Red Cedar</b>	<b>Juniperus virginiana</b>	<b>H: 30'-40'</b> <b>W: 10'-20'</b>	<b>Full sun to Part shade</b>	<b>Dry to Wet</b>	
<b>Southern Magnolia</b>	<b>Magnolia grandiflora</b>	<b>H: 15'-80'</b> <b>W: 6'-50'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Sweetbay Magnolia</b>	<b>Magnolia virginiana</b>	<b>H: 15'- 100'</b> <b>W: 10'-20'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Red Mulberry</b>	<b>Morus rubra</b>	<b>H: 25'-60'</b> <b>W: 30'-40'</b>	<b>Sun to Part shade</b>	<b>Moist</b>	
<b>Carolina cherry Laurel</b>	<b>Prunus caroliniana</b>	<b>H: 20'-40'</b> <b>W: 15'-20'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Sparkleberry</b>	<b>Vaccinium arboreum</b>	<b>H: 8'-15'</b> <b>W: 4'-10'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Blackhaw</b>	<b>Viburnum prunifolium</b>	<b>H: 12'-20'</b> <b>W: 6'-15'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>*Live oak</b>	<b>Quercus virginiana</b>	<b>H: 40'-80'</b> <b>W: 60'-100'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	



**Shrubs**

<b>Common Name</b>	<b>Scientific Name</b>	<b>Height/Width</b>	<b>Light</b>	<b>Soil</b>	<b>Photo</b>
<b>Red chokeberry</b>	<b><u>Aronia</u> <u>arbutifolia</u></b>	<b><u>H: 6'-10'</u> <u>W: 3'-5'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Dry to</u> <u>Wet</u></b>	
<b>Beautyberry</b>	<b><u>Callicarpa</u> <u>americana</u></b>	<b><u>H: 3'-8'</u> <u>W: 3'-6'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Dry to</u> <u>Wet</u></b>	
<b>New Jersey Tea</b>	<b><u>Ceanothus</u> <u>americanus</u></b>	<b><u>H: 2'-3'</u> <u>W: 3'-5'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Dry to</u> <u>Wet</u></b>	
<b>Silky Dogwood</b>	<b><u>Cornus amomum</u></b>	<b><u>H: 6'-12'</u> <u>W: 6'-12'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Moist</u></b>	
<b>Strawberry Bush</b>	<b><u>Euonymus</u> <u>americanus</u></b>	<b><u>H: 4'-6'</u> <u>W: 4'-6'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Moist</u></b>	
<b>Witchalder</b>	<b><u>Fothergilla</u> <u>major</u></b>	<b><u>H: 6'-12'</u> <u>W: 6'-10'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Moist</u></b>	
<b>Smooth Hydrangea</b>	<b><u>Hydrangea</u> <u>arborescens</u></b>	<b><u>H: 3'-5'</u> <u>W: 3'-5'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Moist</u></b>	
<b>Inkberry</b>	<b><u>Ilex glabra</u></b>	<b><u>H: 6'-8'</u> <u>W: 6'-8'</u></b>	<b><u>Full sun</u> <u>to</u> <u>Part</u> <u>shade</u></b>	<b><u>Dry to</u> <u>Wet</u></b>	
<b>Winterberry Holly</b>	<b><u>Ilex verticillata</u></b>	<b><u>H: 3'-5'</u> <u>W: 3'-12'</u></b>	<b><u>Full sun</u> <u>to</u> <u>Part</u> <u>shade</u></b>	<b><u>Moist</u> <u>to Wet</u></b>	
<b>Dwarf Yapon Holly</b>	<b><u>Ilex vomitoria</u>, <u>e.g., 'Nana'</u></b>	<b><u>H: 3'-5'</u> <u>W: 3'-6'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Moist</u></b>	
<b>Northern Bayberry</b>	<b><u>Morella</u> <u>pennsylvanica</u></b>	<b><u>H: 5'-10'</u> <u>W: 5'-10'</u></b>	<b><u>Full sun to</u> <u>Part</u> <u>shade</u></b>	<b><u>Dry to</u> <u>Wet</u></b>	

<b>Common Name</b>	<b>Scientific Name</b>	<b>Height/Width</b>	<b>Light</b>	<b>Soil</b>	<b>Photo</b>
<b>Wax myrtle</b>	<b>Morella cerifera</b>	<b>H: 6'-12'</b> <b>W: 10'-20'</b>	<b>Full sun to Part shade</b>	<b>Dry to Wet</b>	
<b>Ninebark</b>	<b>Physocarpus opulifolius</b>	<b>H: 5'-8'</b> <b>W: 6'-10'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Coastal Azalea</b>	<b>Rhododendron atlanticum</b>	<b>H: 3'-6'</b> <b>W: 3'-6'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Dwarf palmetto</b>	<b>Sabal minor</b>	<b>H: 2'-7'</b> <b>W: 4'-6'</b>	<b>Full sun to Part shade</b>	<b>Moist to Wet</b>	
<b>Sparkleberry</b>	<b>Vaccinium arboreum</b>	<b>H: 8'-15'</b> <b>W: 4'-10'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Highbush blueberry</b>	<b>Vaccinium corymbosum</b>	<b>H: 3'-12'</b> <b>W: 3'-10'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Rabbitvee Blueberry</b>	<b>Vaccinium virgatum</b>	<b>H: 8'-15'</b> <b>W: 6'-8'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Adam's needle</b>	<b>Yucca filamentosa</b>	<b>H: 3'-8'</b> <b>W: 3'-5'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	
<b>Zenobia</b>	<b>Zenobia pulverulenta</b>	<b>H: 3'-10'</b> <b>W: 3'-7'</b>	<b>Full sun to Part shade</b>	<b>Moist</b>	

Source: Sea Grant North Carolina

From the Coastal Landscapes Initiative publication "*Plant This Instead*".

\*Live Oaks are already part of Swansboro's historic landscape.

This Ordinance shall be effective upon adoption.

Adopted by the Board of Commissioners in regular session, February 13, 2024.

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John Davis, Mayor

Attest:

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Alissa Fender, Town Clerk



# Board of Commissioners Meeting

## Agenda Item Submittal

Item To Be Considered: **Text Amendment to the Town Unified Development Ordinance to Section 152.479 Certificate of Appropriateness List related to the Color Pallet**

Board Meeting Date: **February 13, 2024**

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

**Overview:** The Swansboro Historic Preservation Commission approved amendments to the historic district color palette and recommened 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.

The Planning Board recommend this amendment to the Board of Commissioners at its December 5, 2023, meeting.

In summary, an appointed subcommittee consisting of two SHPC members and staff met to review the color palette and recommended eliminating a few bright and out of character colors from the palette, and added a “Approved Primary Colors- Business” section.

**Background Attachment(s):**

- 1. Amendment to Color Palette
- 2. Amendment to Section 152.479 subsection 58
- 3. Comp Plan Consistency Statement
- 4. Ordinance 2024-O3

**Recommended Action:**

- 1. Hold a public hearing;
- 2. Motion to approve Ordinance 2024-O3 amending Section 152.479 Certificate of Appropriateness List subsection 58.

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

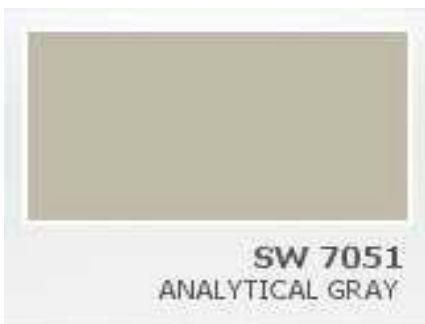
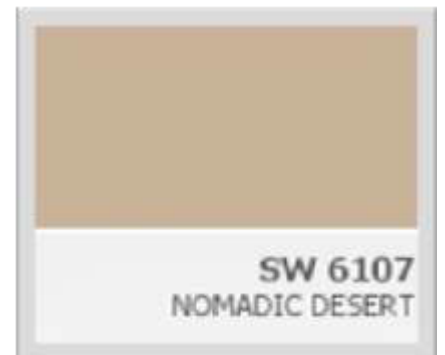
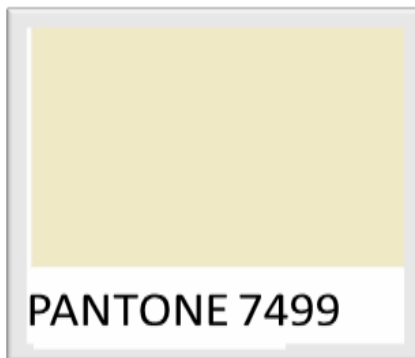
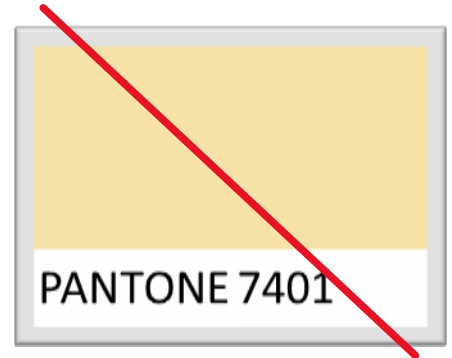
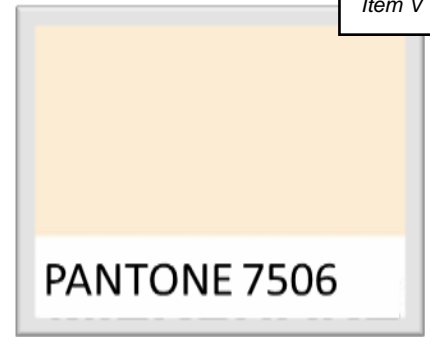
APPROVED PRIMARY COLORS  
RESIDENTIAL

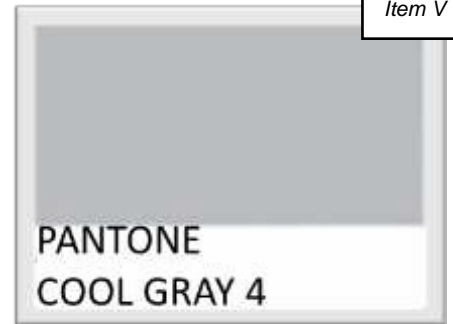
(MAIN EXTERIOR COLORS)



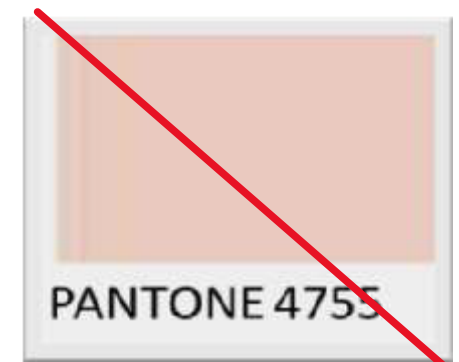
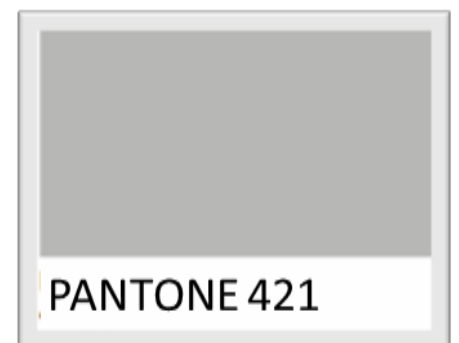
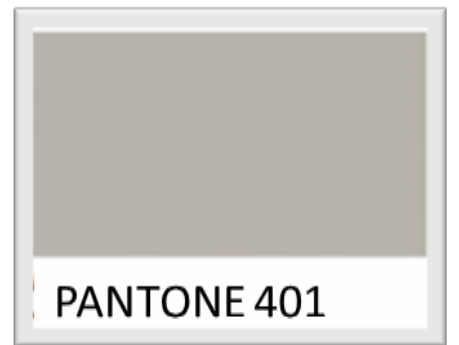
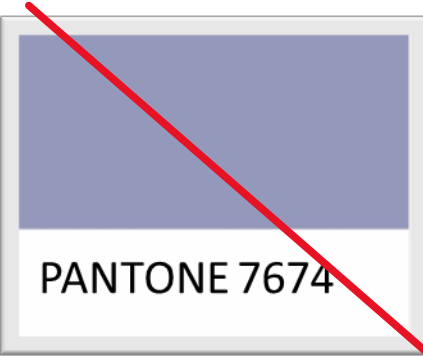
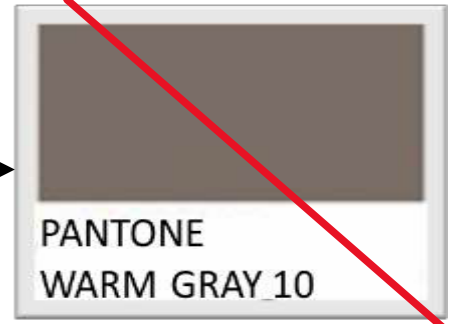
Move color to  
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Primary Colors-  
Business” section.



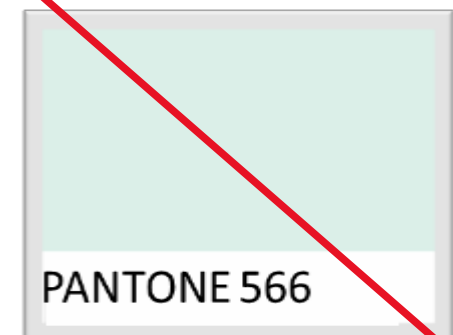
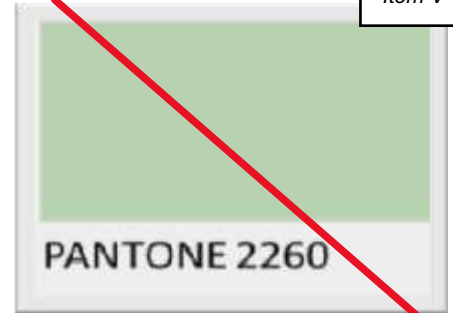




Move color to  
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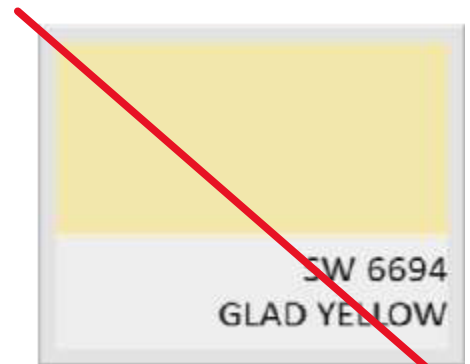
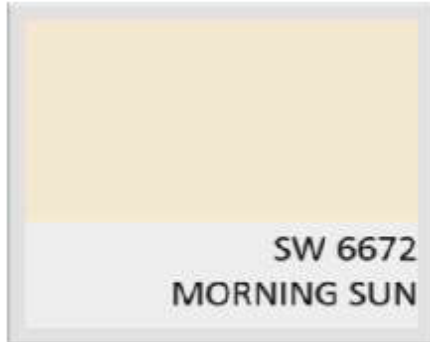


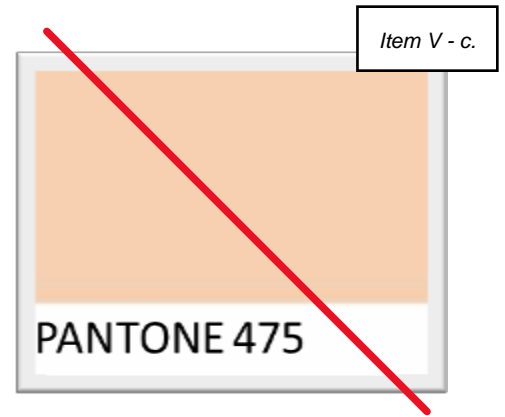


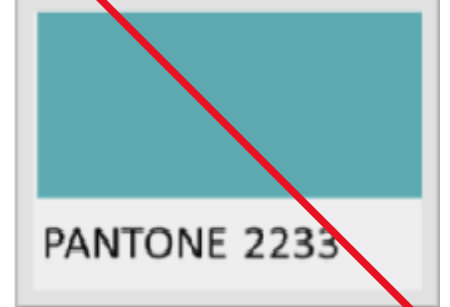
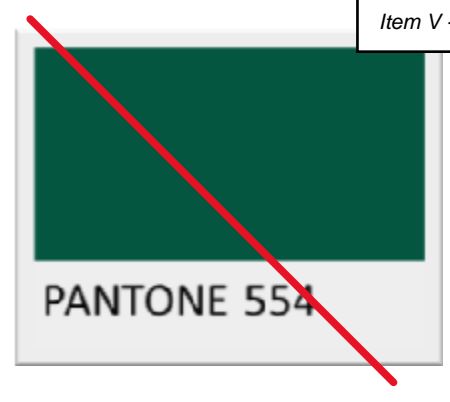


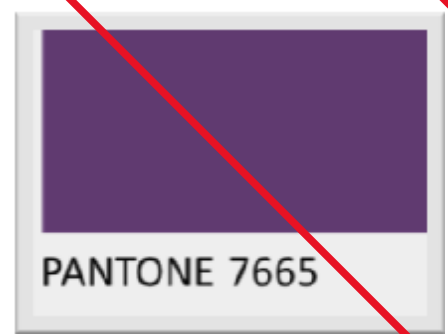
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(TRIM AND SHUTTER COLORS)



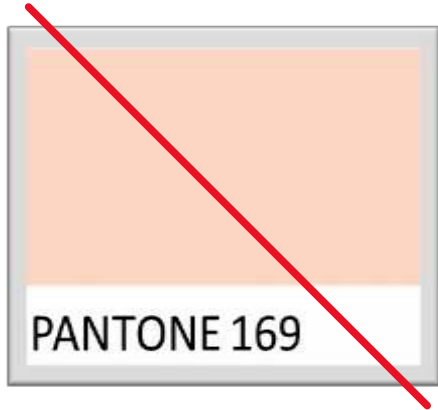
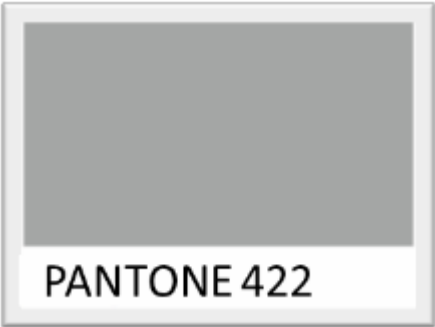






APPROVED DOOR COLORS

Item V - c.





PANTONE 7592



PANTONE 7586



PANTONE 2266



PANTONE 2404



PANTONE 5517



PANTONE 5435

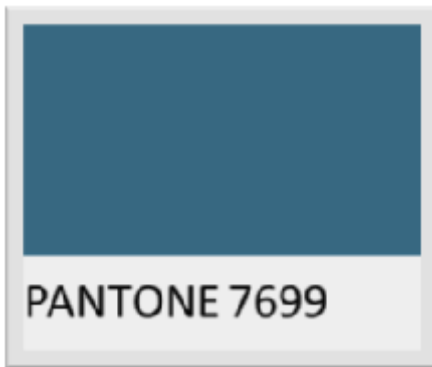
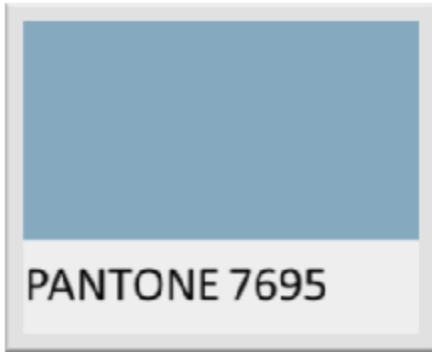


PANTONE 5435



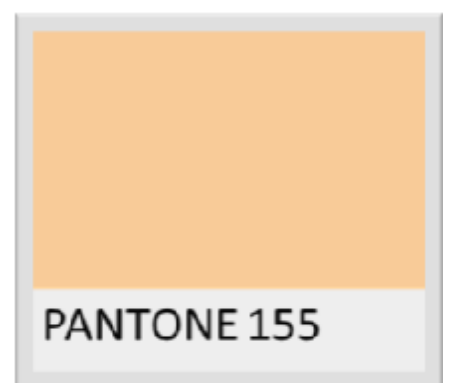
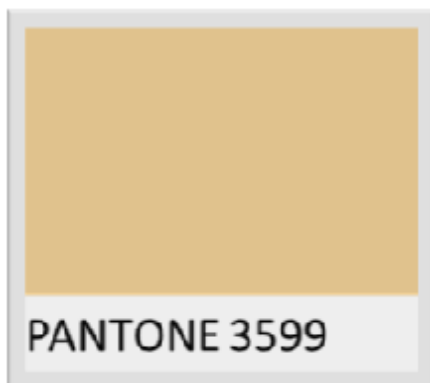
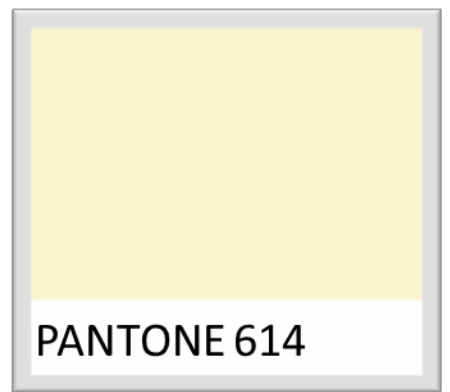
PANTONE 571

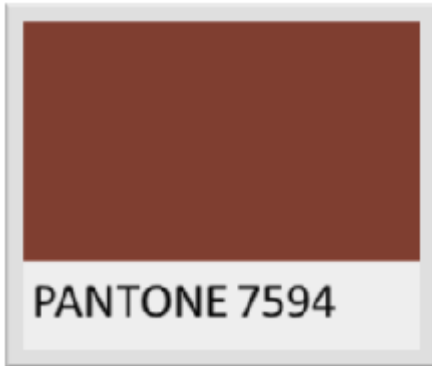


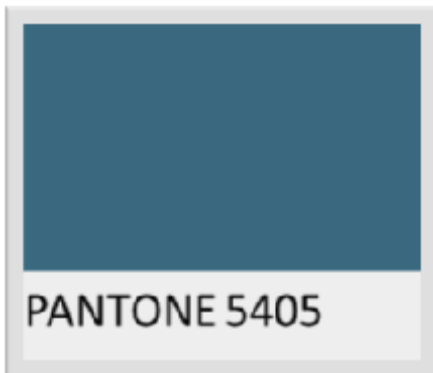
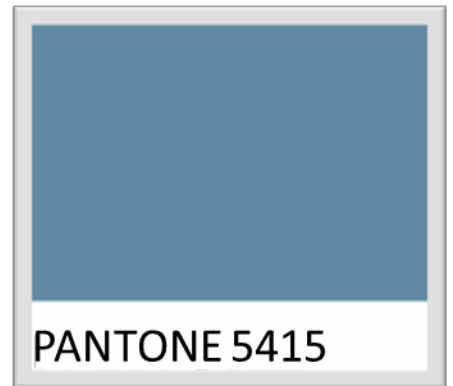
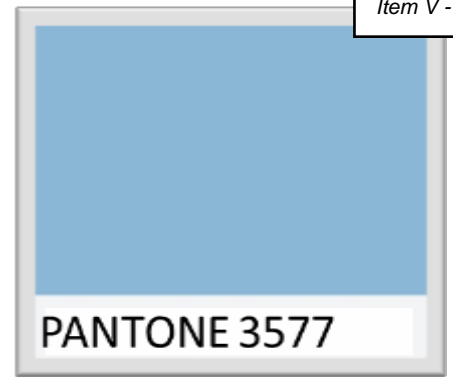


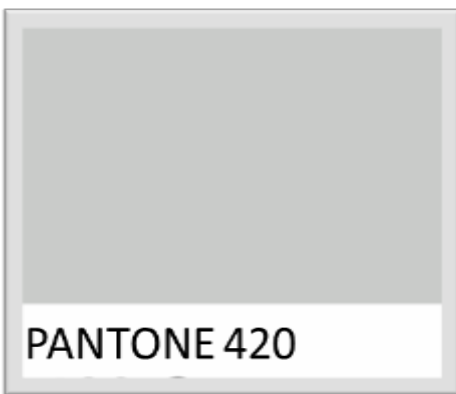
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(MAIN SIGN COLORS ONLY)



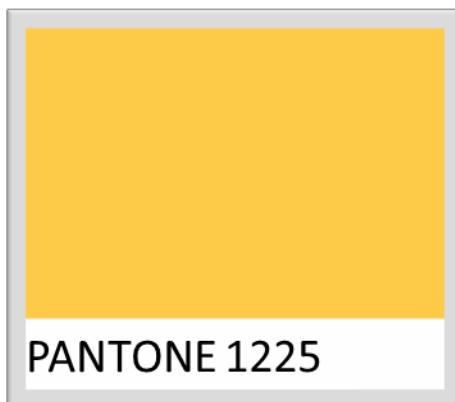
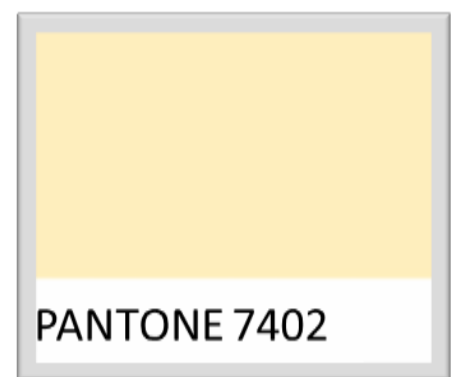
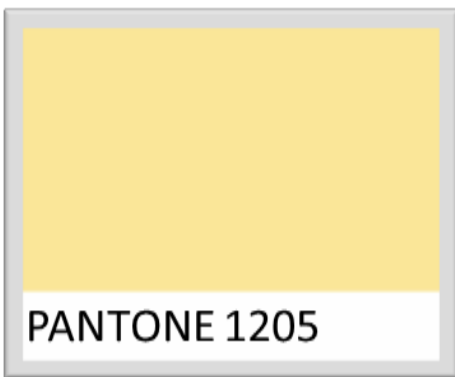
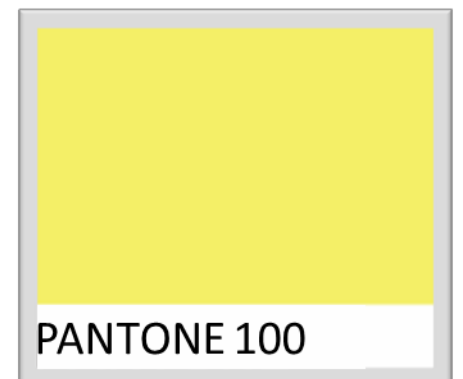






## APPROVED ACCENT COLORS

(FOR SMALL ACCENTS ON SIGNS ONLY)





PANTONE 3514



PANTONE 3547



PANTONE 2467



PANTONE 7583



PANTONE 7597



PANTONE 173



PANTONE 7580



PANTONE 1675





PANTONE 7593



PANTONE 7601



PANTONE 482



PANTONE 7513



PANTONE 7607



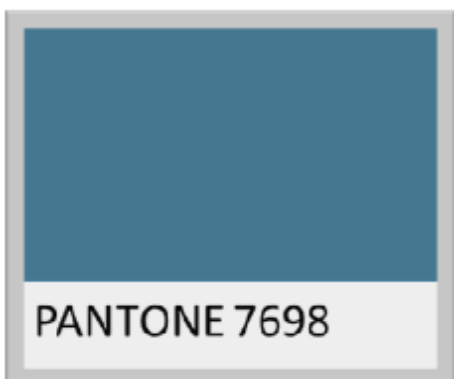
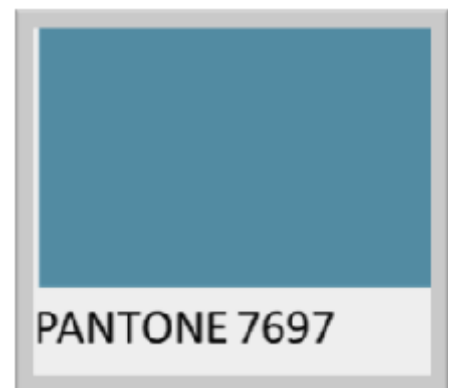
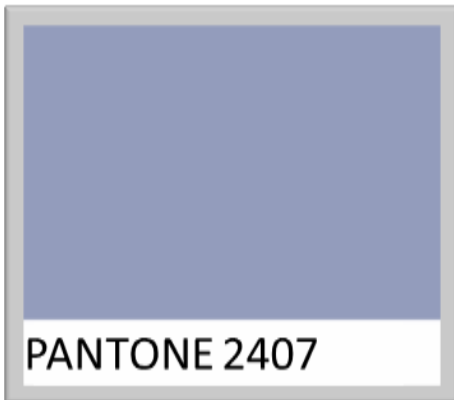
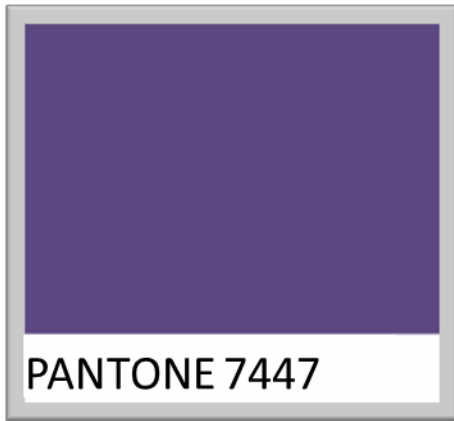
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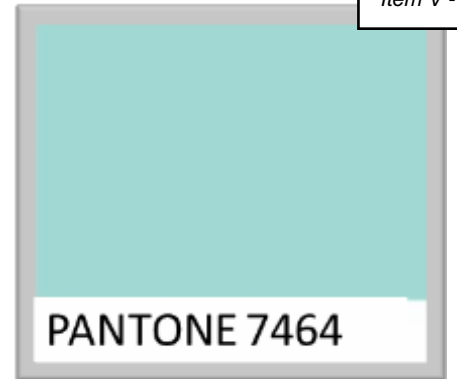


PANTONE 7661




PANTONE 667








PANTONE 2261



PANTONE 2264




PANTONE 2407



PANTONE 347



PANTONE 555



PANTONE 5497



PANTONE 7593



PANTONE 7544

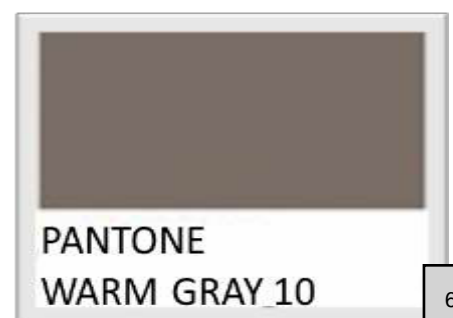
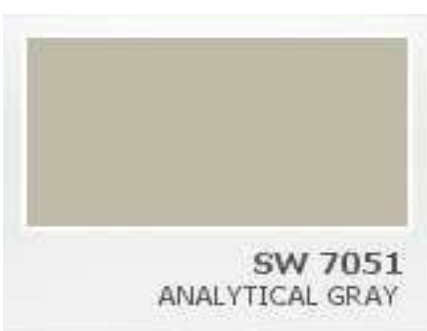
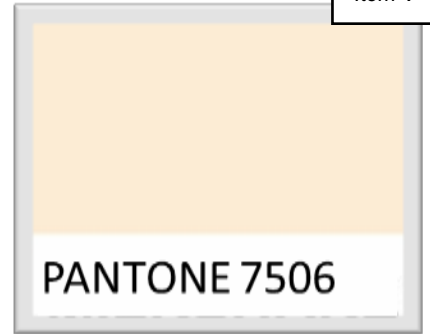


# APPROVED PRIMARY COLORS BUSINESS

Item V - c.

## (MAIN EXTERIOR COLORS)

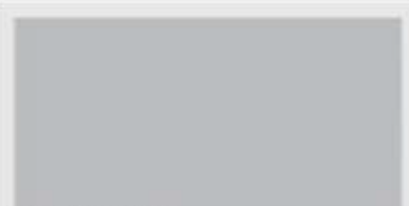








PANTONE  
COOL GRAY 6



PANTONE  
COOL GRAY 4



**SW 6149**  
RELAXED KHAKE



PANTONE 401



PANTONE 5507



PANTONE 421



PANTONE 5565



PANTONE 622



PANTONE 2178



PANTONE 2157



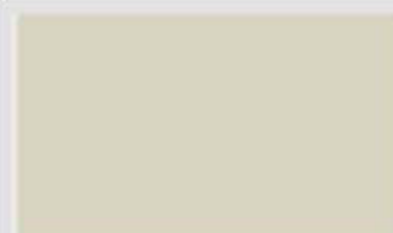
PANTONE 2373



PANTONE 2373



PANTONE 2163



PANTONE 454

**TOWN OF SWANSBORO PLANNING AND ZONING BOARD  
STATEMENT OF CONSISTENCY**

On December 5, 2023, the Planning Board heard the requested text amendments and recommended unanimous approval of the text amendments to the Town Unified Development Ordinance as followed: § 152.479 subsection 58.

The Town's Planning Board finds that the proposed text amendments are consistent with the current Comprehensive Plan and other applicable plans and policies and considers the action taken to be reasonable and in the public interest because it provides the structure, for Town staff to proactively address issues related to impacts caused by development in order to protect the health, safety, and welfare of the Town's residents.

  
Planning Board Chair (Vice)

  
Town Planner

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 amendment to the Unified Development Ordinance regarding the Color Palette in the Historic District to be consistent with the Town of Swansboro CAMA LAND USE Plan updated January 22, 2019.

NOW BE IT ORDAINED by the Town of Swansboro Board of Commissioners that the Town Unified Development Ordinance be amended by adding subsection 58 to Section 152.479.

### Appendix III

### HISTORIC DISTRICT DESIGN STANDARDS

#### § 152.479 CERTIFICATE OF APPROPRIATENESS LIST.

Certificates of appropriateness shall be required for properties identified as contributing (C) and non-contributing (N) in the Historic District according to the chart which follows. In the chart, and “N” entry applies to those homes built after 1938, and a “C” entry applies to those homes built before 1938. An “X” entry applies to both Contributing and Non-contributing structures.

<i>Type of Work</i>		<i>Routine Maintenance</i>	<i>Minor Work (M.C.)</i>	<i>Major Work (SHP)</i>	<i>Staff Approval</i>
58	Painting when there is a change in color which conforms to the approved color palette. <b>Should staff find colors are out of character with the architecture or a strange combination of colors is proposed it will be forwarded to SHP.</b>				X

(Ord. 2005-O3, passed 3-15-2005) (Am. Ord. 2008-O33, passed 10-21-2008, Am. Ord. 2016-O10, passed 9-13-2016)

This Ordinance shall be effective upon adoption.

Adopted by the Board of Commissioners in regular session, February 13, 2024.

\_\_\_\_\_  
John Davis, Mayor

Attest:

\_\_\_\_\_  
Alissa Fender, Town Clerk



# Board of Commissioners Meeting Agenda Item Submittal

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Item To Be Considered: **Acquisition of Replacement Fire Apparatus**

Board Meeting Date: **February 13, 2024**

Prepared By: **Jacob Randall – Fire Chief**

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**Overview:** 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.

**Background Attachment(s):**

1. Expanded Overview
2. Q09390-1 GAD.pdf (Drawing) – Engine 17 {KME}
3. Q09409-0 GAD.pdf (Drawing) – Truck 17 {KME} – Tractor-Drawn Aerial
4. Q09517-0 GAD.pdf (Drawing) – Truck 17 {KME} – Mid-Mount Aerial
5. Resolution 2024-R2 and R3

**Recommended Action:** Motion to approved Resolution 2024-R2 and R3, 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.

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

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## Expanded Overview:

Through evaluation of our current assets, based on National Fire Protection Association (NFPA) standards, manufacturer turnaround, and continuously increasing cost, the Town of Swansboro Fire Department identified the need to initiate the replacement process for two pieces of fire apparatus.

Item VI - a.

During the FY 23-24 Budget Workshop on May 17, 2023, the need to replace two pieces of apparatus was presented. The need arises from the age of the apparatus, NFPA-recommended replacement standards, and manufacturer delivery projections. While presenting the needs, direction was given to seek design specifications and pricing, ultimately returning for final approval.

The apparatus recommended for replacement are Engine 17 – a 2001 Commercial Cab pump, and Truck 17 – a 2004 E-One Typhoon Aerial. While still operational and maintained, they have exceeded the NFPA 1901 recommendation for a 15-year service life for primary apparatus. Engine 17 will have exceeded the reserve service life limit of 25 years upon the delivery of the replacement. Improvement to apparatus safety components has driven the push for frequent replacement to maintain the highest protection standard for our responders.

A small committee of department members, Career, Volunteer, and Part-Time, was tasked with identifying our district's characteristics and current challenges. After evaluating this, the functionality and needs of the apparatus were drafted to ensure the functionality is effective and will remain effective as our organization continues to develop.

The research led to numerous apparatus dealers providing drawings, capabilities, examples, and other agency specifications to help meet our organization's needs. Our committee worked from June until November to complete these tasks.

Three companies provided specifications, drawings, and price estimations; a fourth declined to participate, citing they did not understand or have the capabilities to meet our needs. Below are the Apparatus Committee's findings and a recommendation for your approval.

Based on the evaluation, the most responsible bidder is Safe Industries, which provides the apparatus most fitting to our proposal and needs. Others would require alterations to the specifications based on certain manufacturer limitations.

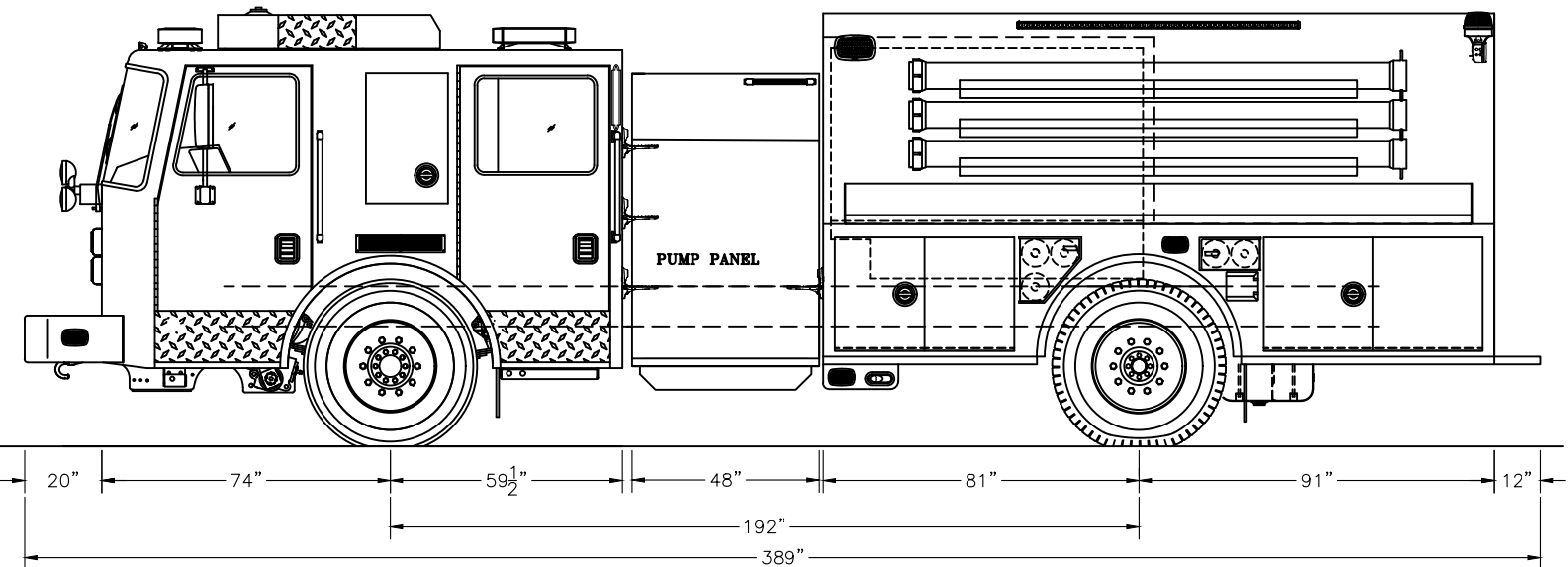
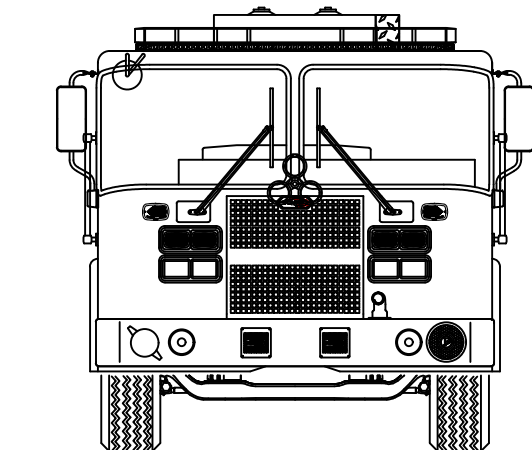
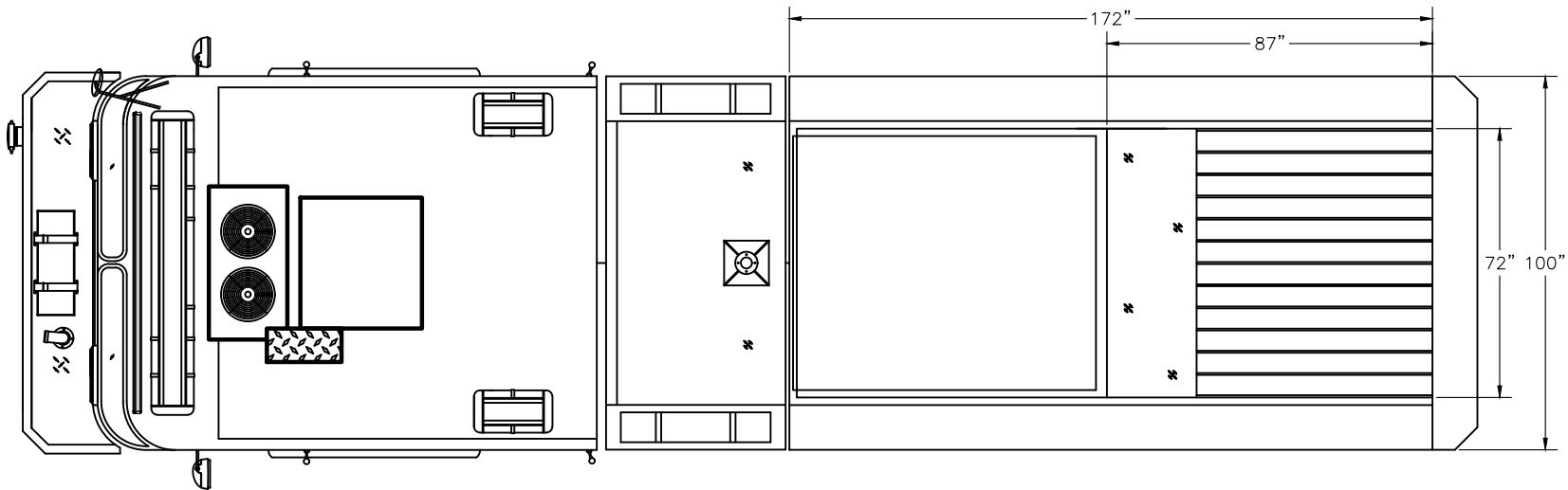
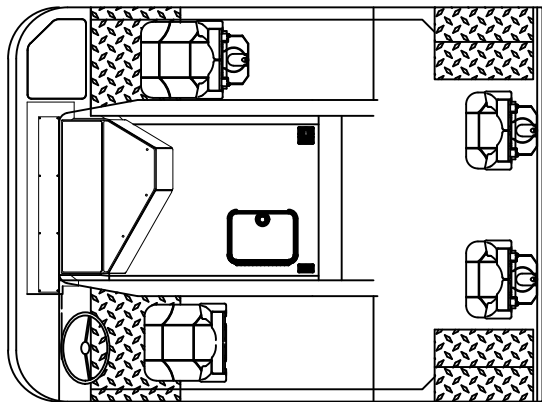
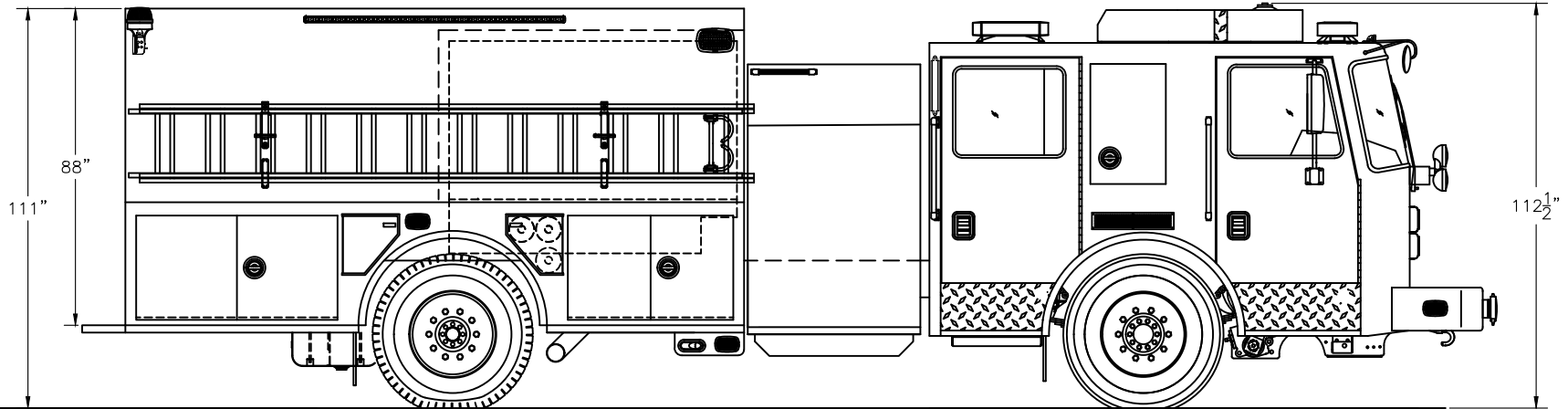
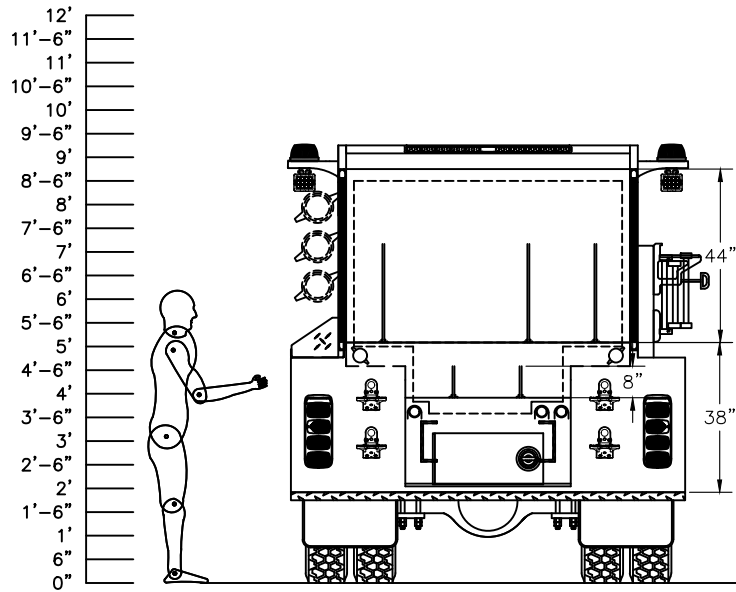
Safe Industries does not require any money down as long as we have a letter of intent. Allowing us to seek alternative revenue sources, draw interest in our CIP funds, or continue to contribute to the fund until the day of delivery. The letter of intent, recommended tonight for your consideration and approval, would also prevent any effect from the manufacturer cost increases if signed by February 19th. Purchasing both simultaneously from the same apparatus dealer also offers initial cost savings, but those savings would be applied during the next steps of the process.

We also requested two aerial designs for presentation purposes. The Tractor-Drawn Aerial, more commonly referred to as a Tiller, allows for maximum accessibility to the entire district with a significant increase in space for equipment. The functionality would allow our apparatus to access all portions of downtown without potential impacts for response guidelines or reduction in parking spaces to allow for an adequate turning radius. In the long term, this apparatus requires a minimum of four personnel to operate safely and efficiently. The Mid-Mount aerial does not have the favorable turning radius or as much space but can be operated with three personnel.

With the grant proposal presented at the last meeting, we are hopeful that by the anticipated 3-year delivery timeframe, our staffing will accommodate the Tractor Drawn Aerial. However, we were presenting to you the options. The cost difference on the purchase is an estimated \$55,000.

ENGINE 17 Replacement					
Dealer	Manufacturer	Pricing	Time for Delivery	RFP Modifications	Ranking
Safe Industries	KME	\$1,047,700	750 Days	6 (90 Points)	1
Atlantic Emergency Solutions	Pierce, Mfg.	\$1,049,382	1,140 Days	24 (60 Points)	2
Fire Connections	E-One	\$883,448	750 Days (March 2026)	44 (50 Points)	3

Truck 17 Replacement						
Dealer	Manufacturer	Type	Pricing	Time for Delivery	RFP Modifications	Ranking
Safe Industries	KME	Tractor Drawn Aerial	\$2,227,900	37 Months	9 (90 Points)	1
Atlantic Emergency Solutions	Pierce, Mfg.	Tractor Drawn Aerial	\$2,177,409	37 Months	23 (60 Points)	2
Fire Connections	E-One	Tractor Drawn Aerial	Did Not Submit	Did Not Submit	Did Not Submit	3
Safe Industries	KME	Mid-Mount Aerial	\$2,172,100	37 Months	8 (90 Points)	1
Atlantic Emergency Solutions	Pierce, Mfg.	Mid-Mount Aerial	\$2,065,612	37 Months	27 (60 Points)	2
Fire Connections	E-One	Mid-Mount Aerial	\$1,818,280	31-33 Months	44 (50 Points)	3



CAB: 100"W KME SEVERE SERVICE X-MFD FLAT ROOF  
ENGINE & TRANS: CUMMINS X12 500 HP/ALLISON 4000 EVS  
AXLES: 22,000# FRONT STEERTEK/27,000# REAR  
PUMP: WATEROUS CSU-C20 2000 GPM SINGLE STAGE PUMP  
WATER TANK: 1000 GALLONS WATER W/20 GALLONS FOAM  
BODY TYPE: 172" LONG 3/16" ALUMINUM  
FOAM SYSTEM: FOAMPRO 2001

THIS DRAWING IS A GENERAL  
CONFIGURATION AND MAY NOT  
NECESSARILY REFLECT ALL  
CONTRACTUAL REQUIREMENTS.  
CONTRACT SPECIFICATIONS SHALL  
PREVAIL OVER DRAWING.

CUSTOMER APPROVAL:

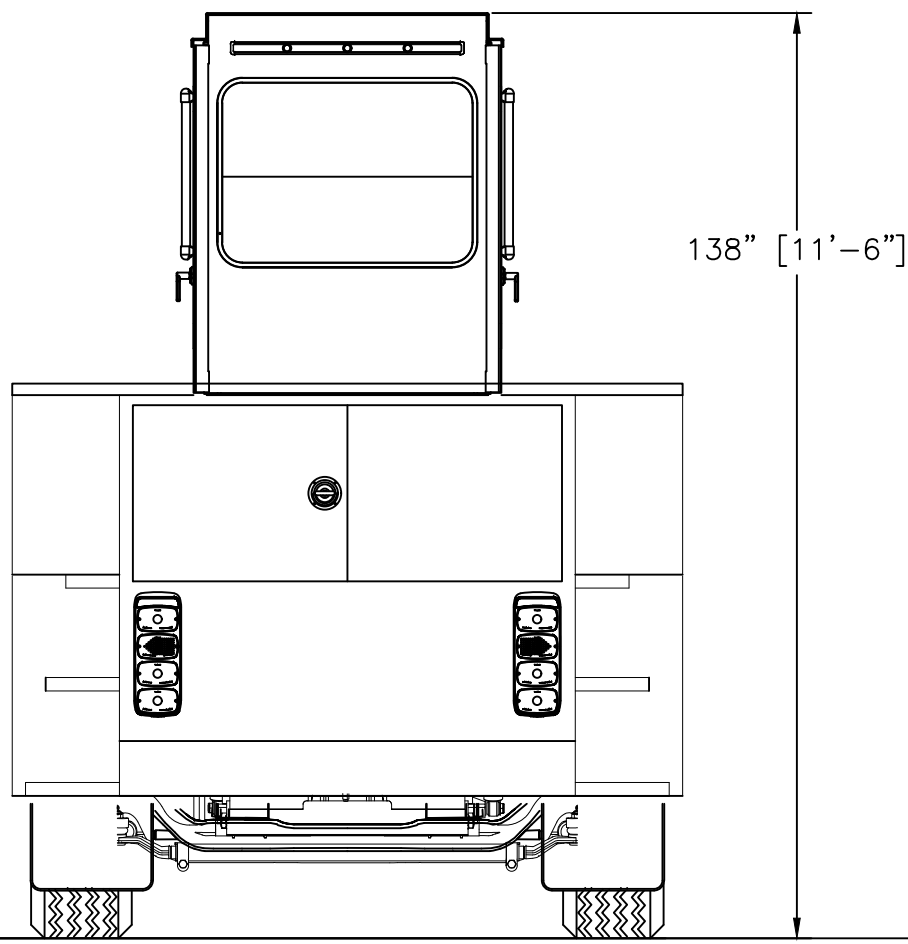
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

SYM	DATE	REVISION DESCRIPTION	APP'D
SALES ENGINEER : TBD			

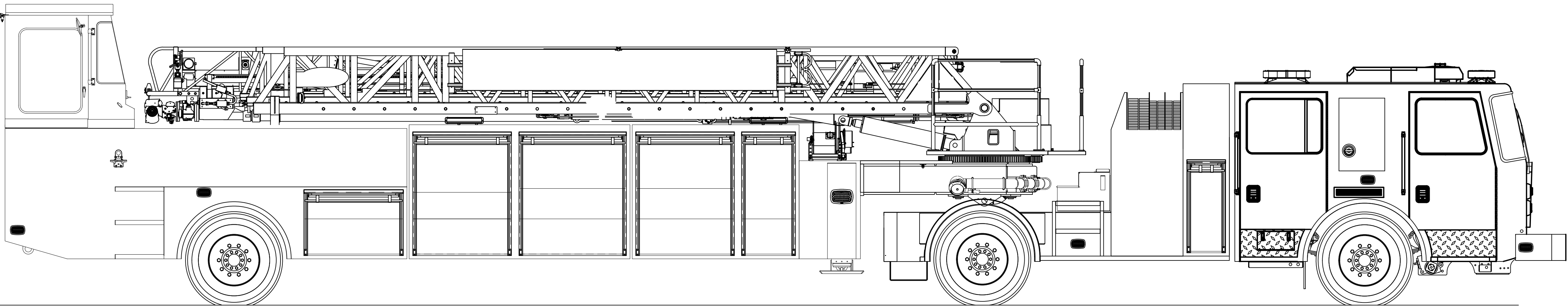
DIMENSIONS ARE APPROXIMATE & MAY VARY DUE TO BUILD ADJUSTMENTS			
SCALE	DWG SIZE	DRAWN BY	DATE
NONE	B	MJH	11/8/2023
APPROVED BY			
CUSTOM PUMPER			
SWANSBORO, NC			
QUOTE # 9390-1			



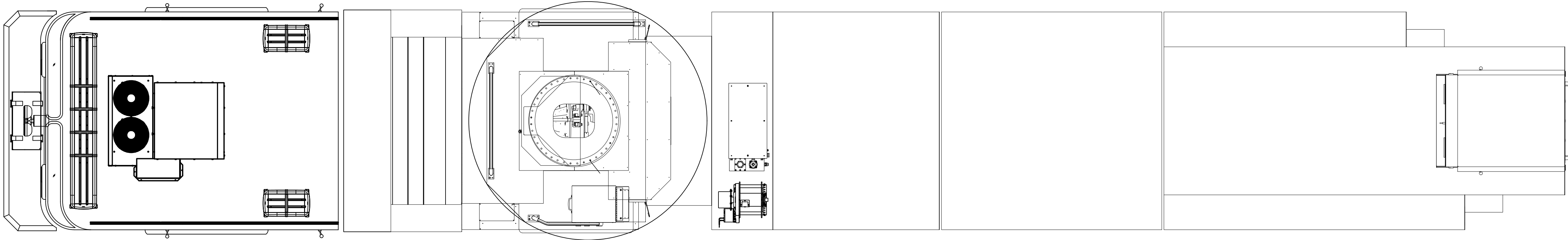




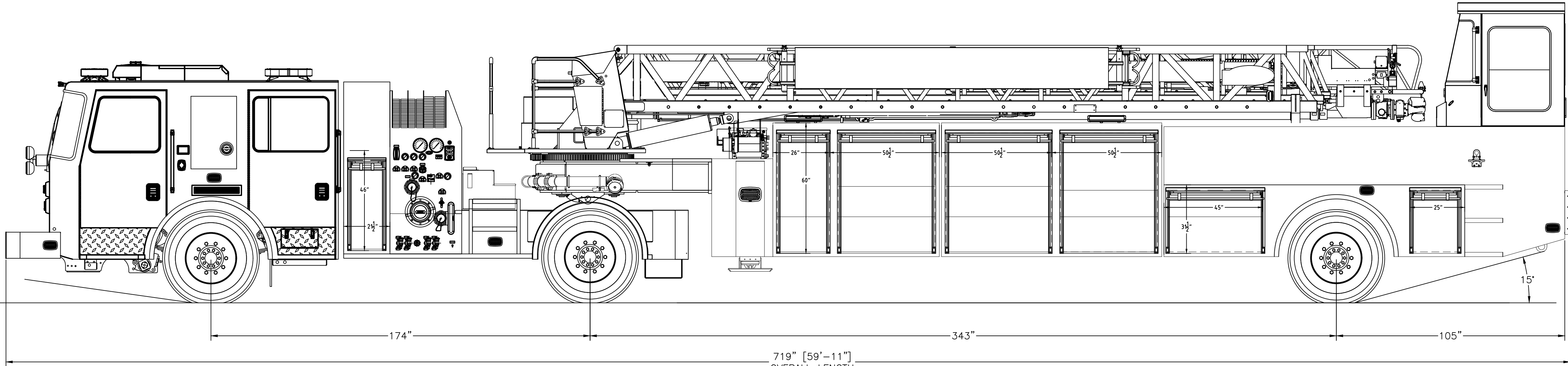
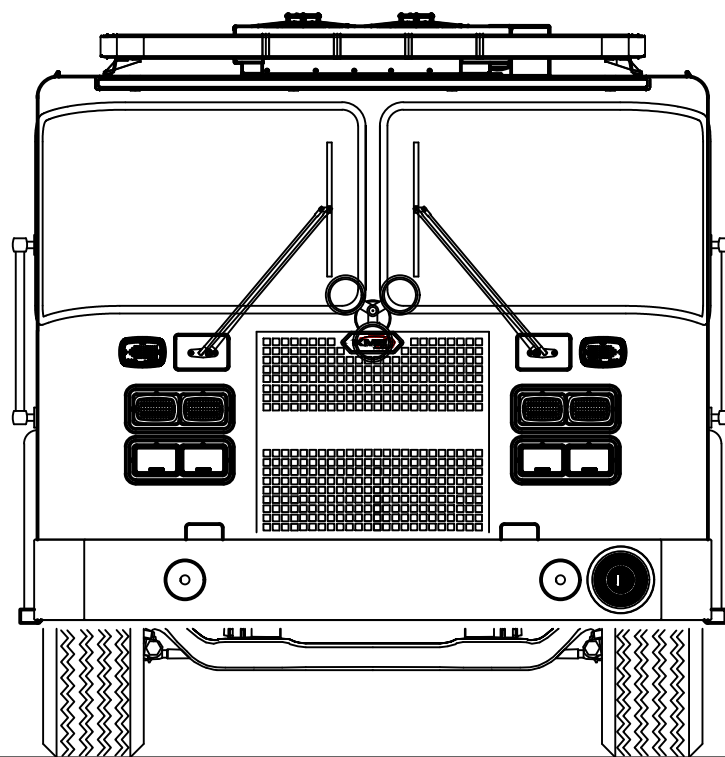
REAR VIEW



OFFICERS SIDE VIEW



TOP VIEW



DRIVERS SIDE VIEW

THIS DRAWING IS A GENERAL CONFIGURATION AND MAY NOT NECESSARILY REFLECT ALL CONTRACTUAL REQUIREMENTS. CONTRACT SPECIFICATIONS SHALL PREVAIL OVER DRAWING.

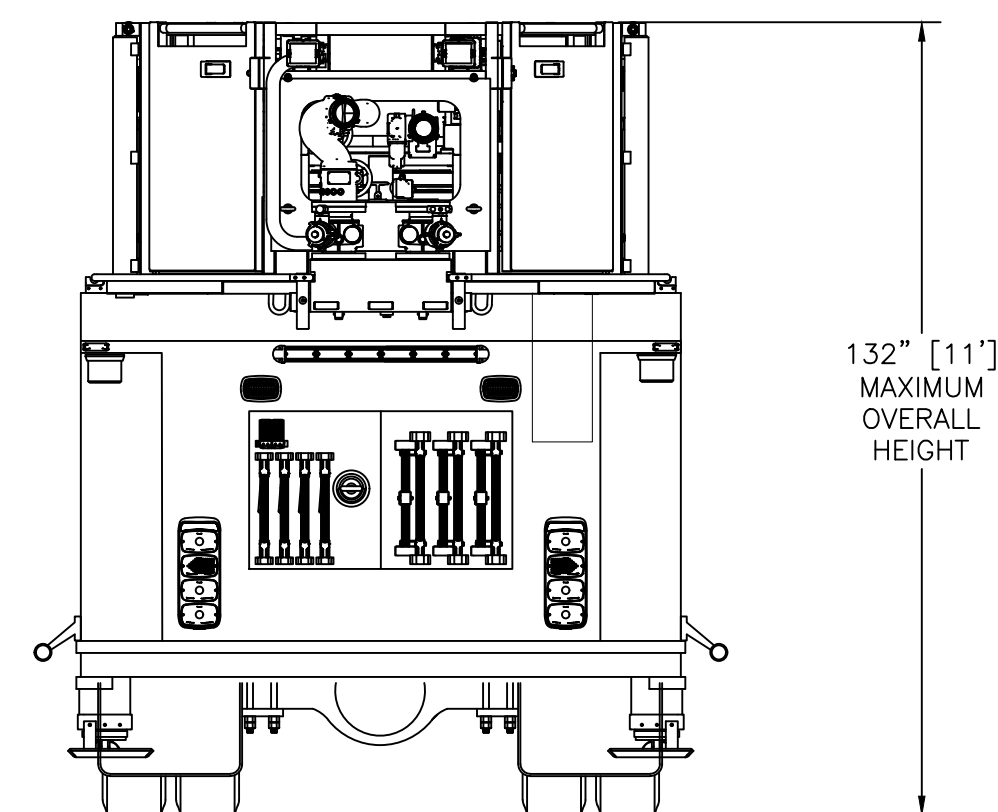
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NAME:	
TITLE:	
DATE:	

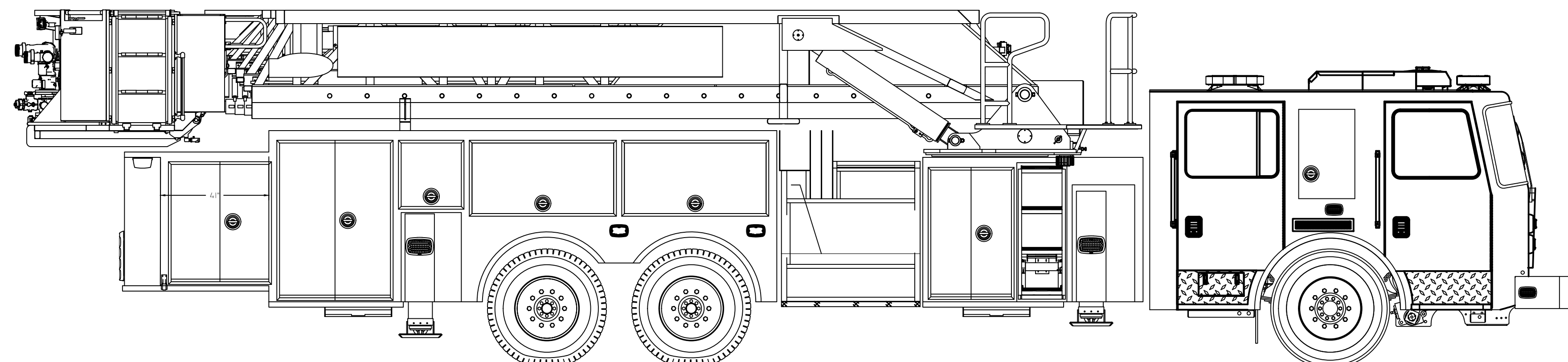
SYM	DATE	REVISION DESCRIPTION	APP'D
SALES ENGINEER :		TBD	

DIMENSIONS ARE APPROXIMATE & MAY VARY DUE TO BUILD ADJUSTMENTS			
SCALE	DWG SIZE	DRAWN BY	DATE
NONE	B	J BEHLER	13JUN22
		APPROVED BY	
101' TRACTOR DRAWN AERIAL LADDER			
SWANSBORO FIRE DEPARTMENT			

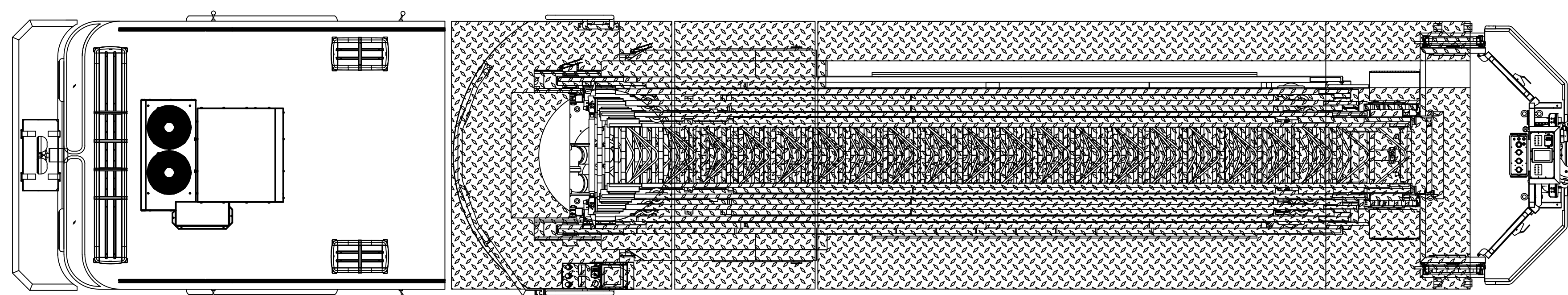




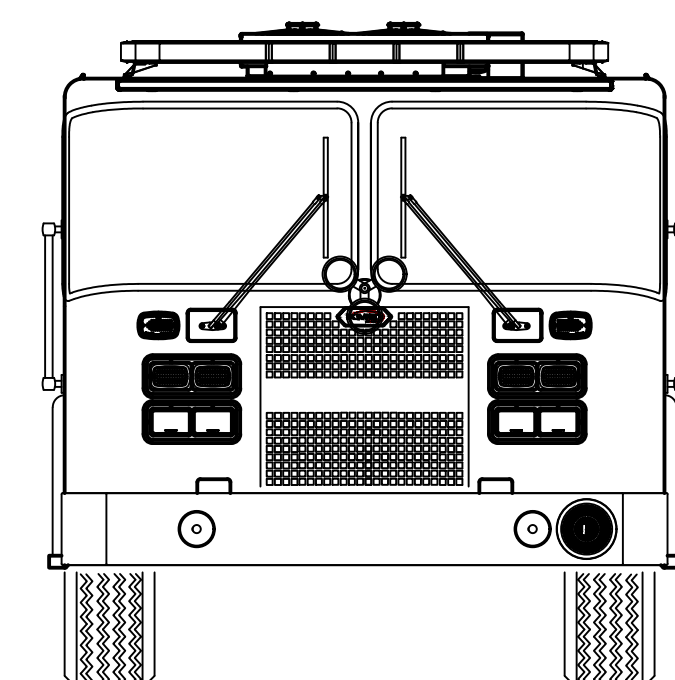
REAR VIEW



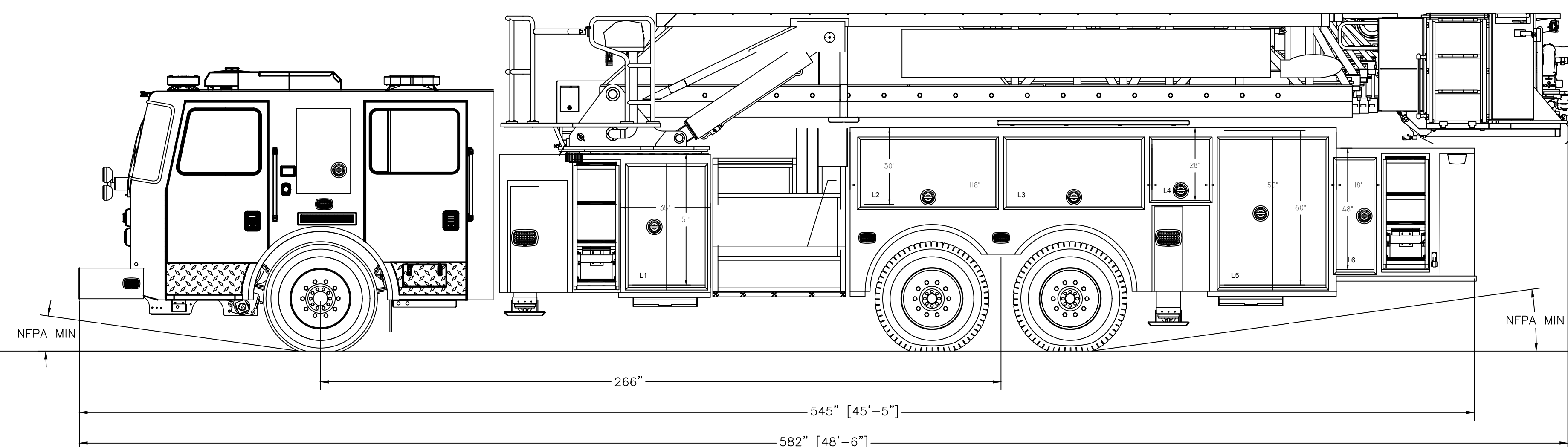
OFFICER SIDE VIEW



### PLAN VIEW



FRONT VIEW



DRIVER SIDE VIEW

					DIMENSIONS ARE APPROXIMATE & MAY VARY DUE TO BUILD ADJUSTMENTS			
					SCALE	DWG SIZE	DRAWN BY	J. BEHLER
					NONE	B	APPROVED BY	DATE 07JUN23
					102' MID MOUNT PLATFORM			
					Town of Swansboro Fire Department			
SYM	DATE	REVISION DESCRIPTION			APP'D			
SALES ENGINEER :					QUOTE 09517			



RESOLUTION 2024 – R3  
BY THE GOVERNING BODY RECIPIENT

WHEREAS, The National Fire Protection Association (NFPA) has established standards to improve safety considerations and designs for Automotive Fire Apparatus, and

WHEREAS, NFPA 1901 has recommended the transition of frontline apparatus at the 15-year age of service and replacement after 25 years, and

WHEREAS, The Town of Swansboro Fire Department currently operates an Engine and Aerial that has or will have reached the 20 & 25-year mark before the arrival of replacements, and

WHEREAS, the recommendations have been presented to complete the design and ordering of both of the apparatus simultaneously, to potentially reduce cost, improve efficiency, and create a consistent and uniformity among apparatus, and

WHEREAS, Safe Industries nor KME require payment for the apparatus until the delivery of the apparatus and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SWANSBORO:

The Town of Swansboro and the Town of Swansboro Fire Department acknowledge the financial commitment of \$3,400,600, but not to exceed \$3,500,000, for purchasing and outfitting a KME – -ENGINE and AERIAL.

The Town of Swansboro Town Manager, Finance Director, and Fire Chief shall have the ability and authority to seek out alternative funding methods to reduce the financial burden of such large expenditures, including any debt service, before a reasonable time provided of the delivery of the apparatus.

The Town of Swansboro Town Manager, or their designee, shall have the authority to execute any necessary contract, letter, or agreement regarding acquiring the apparatus (ENGINE and TRACTOR DRAWN AERIAL) and any associated equipment.

Adopted this 13<sup>th</sup> day of February 2024.

\_\_\_\_\_  
John Davis, Mayor

Attest:

\_\_\_\_\_  
Alissa Fender, Town Clerk

RESOLUTION 2024 – R4  
BY THE GOVERNING BODY RECIPIENT

WHEREAS, The National Fire Protection Association (NFPA) has established standards to improve safety considerations and designs for Automotive Fire Apparatus, and

WHEREAS, NFPA 1901 has recommended the transition of frontline apparatus at the 15-year age of service and replacement after 25 years, and

WHEREAS, The Town of Swansboro Fire Department currently operates an Engine and Aerial that has or will have reached the 20 & 25-year mark before the arrival of replacements, and

WHEREAS, the recommendations have been presented to complete the design and ordering of both of the apparatus simultaneously, to potentially reduce cost, improve efficiency, and create a consistent and uniformity among apparatus, and

WHEREAS, Safe Industries nor KME require payment for the apparatus until the delivery of the apparatus and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SWANSBORO:

The Town of Swansboro and the Town of Swansboro Fire Department acknowledge the financial commitment of \$3,400,600, but not to exceed \$3,500,000, for purchasing and outfitting a KME – -ENGINE and AERIAL.

The Town of Swansboro Town Manager, Finance Director, and Fire Chief shall have the ability and authority to seek out alternative funding methods to reduce the financial burden of such large expenditures, including any debt service, before a reasonable time provided of the delivery of the apparatus.

The Town of Swansboro Town Manager, or their designee, shall have the authority to execute any necessary contract, letter, or agreement regarding acquiring the apparatus (ENGINE and MID-MOUNT AERIAL) and any associated equipment.

Adopted this 13<sup>th</sup> day of February 2024.

\_\_\_\_\_  
John Davis, Mayor

Attest:

\_\_\_\_\_  
Alissa Fender, Town Clerk



# Board of Commissioners Meeting Agenda Item Submittal

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Item To Be Considered: **Easement Consideration**

Board Meeting Date: **February 13, 2024**

Prepared By: **Jonathan Barlow – Interim Town Manager**

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**Overview:** 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.

**Background Attachment(s):**

1. Draft easement map for 820 Main Street Extension & Municipal Park
2. Location map referencing pictures
3. Pictures referenced in location map.

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

---

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

\_\_\_\_\_

\_\_\_\_\_



**Legend:**

Ac. - Acres  
 AG - Above Ground  
 BB - Base Bent  
 BG - Below Ground  
 C/L - Centerline  
 D.B. - Deed Book  
 ECM - Existing Concrete Monument  
 EIP - Existing Iron Pipe  
 EIR - Existing Iron Rod  
 EMN - Existing Mag Nail  
 M.B. - Map Book  
 N.C.S.R. - North Carolina Secondary Road  
 Pg. - Page  
 R/W - Right-of-way  
 SIP - Set Iron Pipe

I, Edwin N. Foley, certify that this map was drawn under my supervision from recorded and computed information; that the ratio of precision prior to adjustments is N/A, that the boundaries are not surveyed and are shown as drawn from sources noted, that this map was prepared in accordance with G.S. 47-30 as amended, this map was prepared for recording purposes

Witness my original signature, license

number and seal this \_\_\_\_\_ day of \_\_\_\_\_

AD 2024.

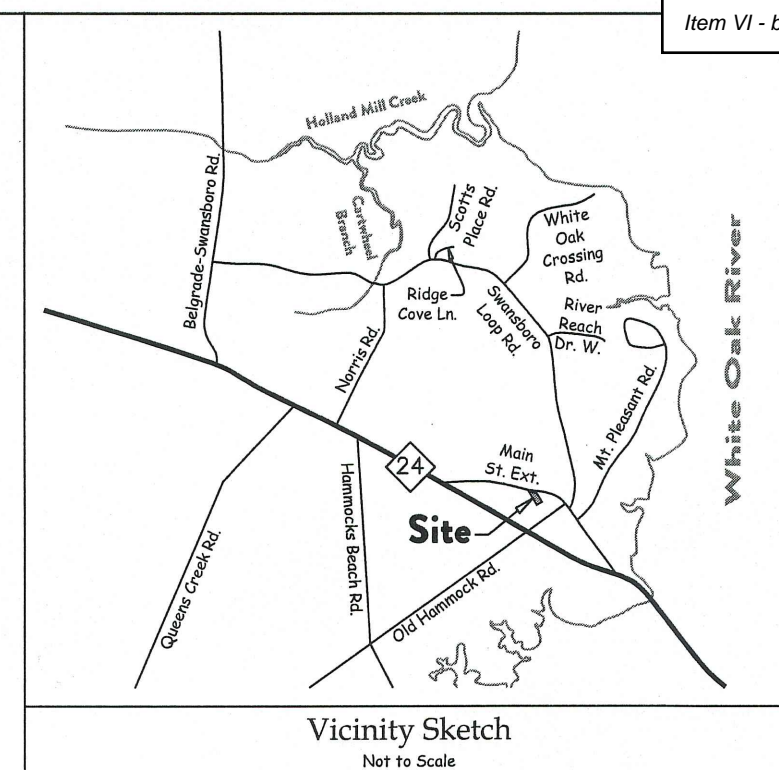
No Official Review and Approval Required by the Town of Swansboro.

**Preliminary**

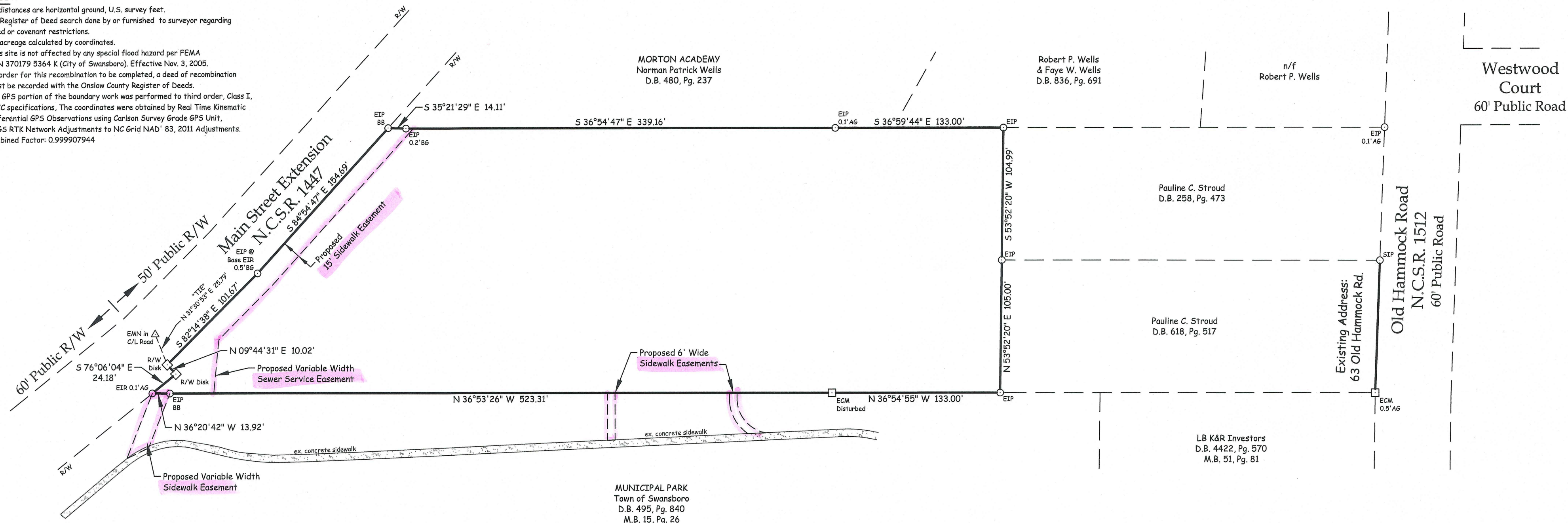
Edwin N. Foley, P.L.S., L-2884

Town Planner \_\_\_\_\_

Date \_\_\_\_\_

**Notes**

- All distances are horizontal ground, U.S. survey feet.
- No Register of Deed search done by or furnished to surveyor regarding deed or covenant restrictions.
- All acreage calculated by coordinates.
- This site is not affected by any special flood hazard per FEMA CPN 370179 5364 K (City of Swansboro). Effective Nov. 3, 2005.
- In order for this recombination to be completed, a deed of recombination must be recorded with the Onslow County Register of Deeds.
- The GPS portion of the boundary work was performed to third order, Class I, FGCC specifications. The coordinates were obtained by Real Time Kinematic Differential GPS Observations using Carlson Survey Grade GPS Unit, NC65 RTK Network Adjustments to NC Grid NAD' 83, 2011 Adjustments.
- Combined Factor: 0.999907944



I, Edwin N. Foley, Professional Land Surveyor L-2884, certify to one of the following as indicated:

- ☐ a. That the survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.
- ☐ b. That the survey is located in a portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land.
- ☒ c. Any one of the following:
- That the survey is of an existing parcel or parcels of land or one or more existing easements and does not create a new street or change in existing street. For the purposes of this subsection, an "existing parcel" or "existing easement" is an area of land described in a single, legal description or legally recorded subdivision that has been or may be legally conveyed to a new owner by deed in its existing configuration.
  - That the survey is of an existing feature, such as a building or other structure, or natural feature, such as a watercourse.
  - That the survey is a control survey. For the purposes of this subsection, a "control survey" is a survey that provides horizontal or vertical position data for support or control of other surveys or for mapping. A control survey, by itself, cannot be used to define or convey rights or ownership.
  - That the survey is of a proposed easement for a public utility as defined in G.S. 62-3.
- ☐ d. That the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or other exemption or exception to the definition of subdivision.
- ☐ e. That the information available to the surveyor is such that the surveyor is unable to make a determination to the best of the surveyor's professional ability as to provisions contained in (A) through (D) above.

Edwin N. Foley, P.L.S., L-2884

NORTH CAROLINA .....ONSLow COUNTY

I, \_\_\_\_\_  
 Review Officer of Onslow County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Review Officer \_\_\_\_\_ Date \_\_\_\_\_

NORTH CAROLINA .....ONSLow COUNTY

**The Purpose Of This Map Is To  
 Record Sidewalk & Utility  
 Easements for the Town of  
 Swansboro & One Harbor Church**

**Easement Map**

## 820 MAIN STREET EXTENSION & MUNICIPAL PARK

Town of Swansboro, Onslow County, North Carolina

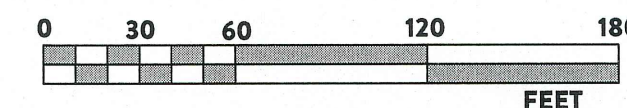
**Owners:**

**Town of Swansboro**  
 601 West Corbett Avenue  
 Swansboro, North Carolina 28584

**One Harbor Church, Inc.**  
 P.O. Box 1977  
 Morehead City, North Carolina 28557

**DATE: 02/02/24**

**SCALE: 1"=60'**



**TIDEWATER ASSOCIATES, INC.**  
 Consulting Engineers - Land Surveyors - Land Planners

Cedar Point, North Carolina  
 604E Cedar Point Boulevard  
 Phone (252) 393-6101 - www.TidewaterENC.com  
 Firm License Number: F-0108



**Preliminary**

Register of Deeds Onslow County

COGO: 17970GR.crd  
 Filename: 17970GR Easement.dwg  
 Job: 17970  
 Drawn By: JLM







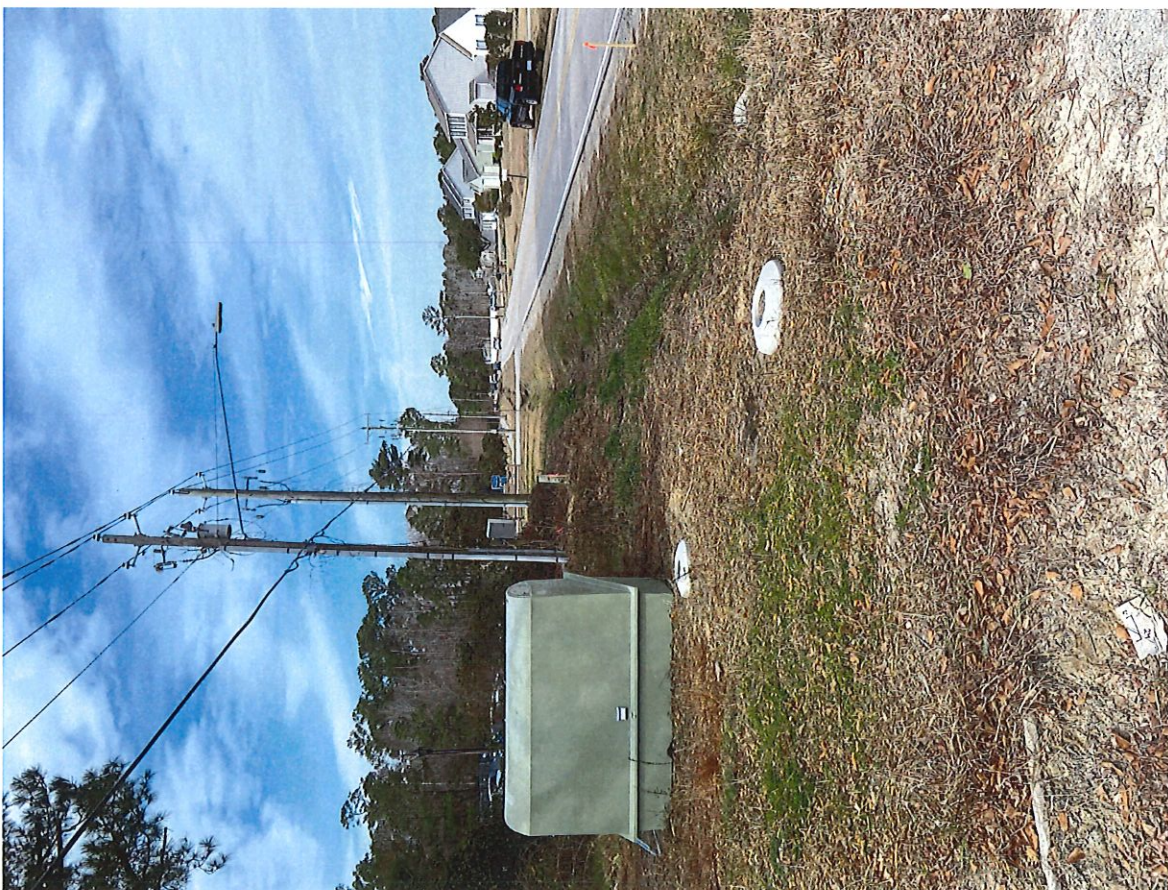


Photo #1

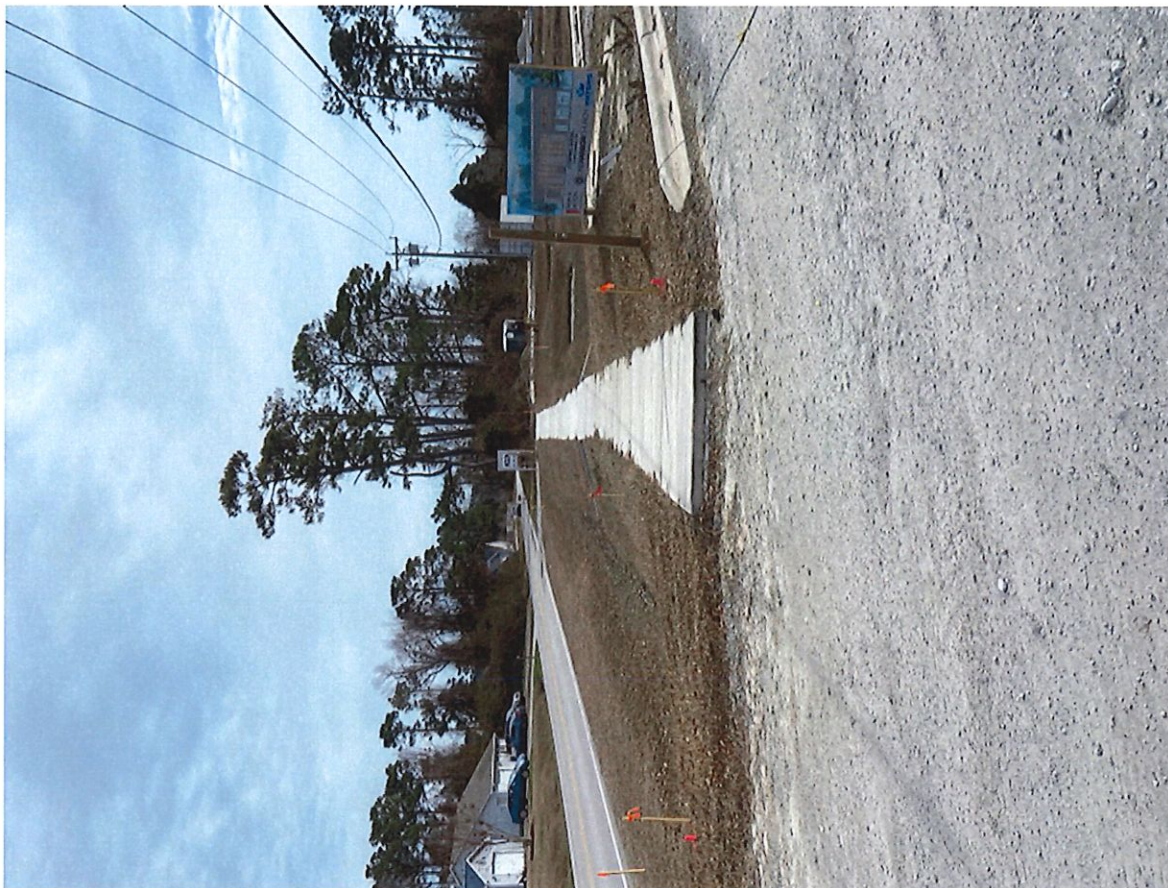


Photo #2



Photo #4



Photo #3

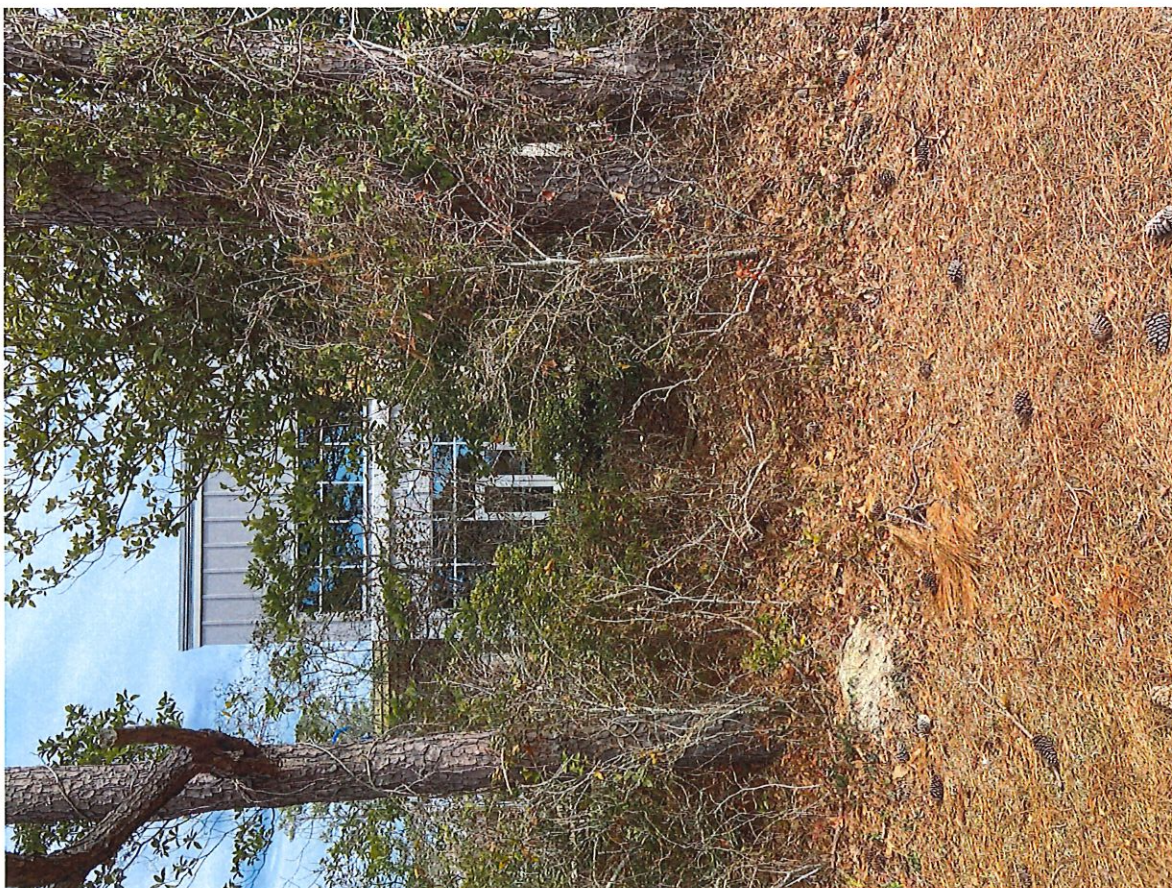






Photo #6



Photo #5





# Board of Commissioners Meeting

## Agenda Item Submittal

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Item To Be Considered: **Future Agenda Topics**

Board Meeting Date: **February 13, 2024**

Prepared By: **Alissa Fender – Town Clerk**

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**Overview:** The purpose of this memo is to provide the Board with matters that staff anticipates/proposes for upcoming meetings. It should be noted that these items are tentatively scheduled for the specified monthly agenda but are subject to change due to preparation of materials, public notice requirements, etc.

In providing this memo each month, we hope it will also provide an opportunity for the Board to introduce items of interest and subsequent direction for placement on future agendas, which will allow staff the opportunity to plan accordingly.

### **February 27th**

- \* FY 22-23 Audit Report
- \* Police Department Grant
- \* Public Hearing Text Amendment related to Massing Standards in the Historic District
- \* Financial Report

### **March 12th or 26th**

- \* Conditional Rezoning – RA to R20SF, parcel off Swansboro Loop Road
- \* EOC/PSB Site Selection Committee Updates
- \* Financial Report

### **Future Agenda Items**

- \* American Rescue Plan Funding Recommendations (updates)
- \* Further LUP Review/Amendments – Comprehensive Transportation Plan Revisions
- \* Text Amendments – R/A Zoning Uses – *referred back to Planning Board*
- \* Sub-committee designations for Strategic Plan Implementation (*Eco Dev Committee est. Oct 2020*)
- \* Building Standards (*Concerns with tarps and homes in poor repair all around town brought up 2.14 meeting*)
- \* Swimming Pool/Consideration for Establishing a Pool Committee (*on hold for P&R Master Plan*)
- \* Wetlands Policy (*creation & review by planning board*)
- \* Duke Energy Presentation
- \* Major Subdivision Final Plat – Parrish Green
- \* Onslow County Soil & Water Presentation
- \* Wayfinding Signs
- \* High School Recognitions – *revisit/revise*
- \* Street Acceptance of Swansgate and Shadow Creek (*developed has applied*)
- \* Text Amendment – Airbnb regulations
- \* Highway 24 Superstreet Presentation – *rescheduled to later date*
- \* Waterfront Access and Development Plan (*review/revision considerations*)
- \* Town Code Amendment to Chapter 91: Fire Prevention
- \* Community Presentations (*ongoing monthly*)
- \* Special Meeting Workshops as needed
- \* Moratorium discussion