



The Shallotte Planning Board met for their regularly scheduled meeting on August 13, 2024, at the Shallotte Town Hall Meeting Chambers with Chairman Ron Johnson presiding.

Members Present: Carson Durham, Richard Gannaway, Ron Johnson, Maria Paslick, Edward Springer and Amy Causey.

Members Absent: Glenn Humbert and Melodie Bryant

Staff Present: Robert Waring and Debra White

Aldermen Liaison: absent

Public Comments: None

Agenda Amendment: None

1. **Approval of Agenda:** Carson Durham motioned to approve the agenda, seconded by Edward Springer. The motion passed 6 yes, 0 no.
2. **Approval of Minutes:** Maria Paslick motioned to approve the July 16, 2024 minutes as read, seconded by Richard Gannaway. The motion passed 6 yes, 0 no.
3. **Conflict of Interest Statement**

The Chairperson ask the Board members if they have any potential conflict of interest with the items on the agenda per NCGS 160D-109.

There was no conflict of Interest.

4. **Zoning Text Amendment TXT 24-15** Citizen Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 20, Section 20-8, Amending Allowable Driveway Amounts Under Certain Conditions.

The Town's UDO currently prohibits the installation of more than one driveway per parcel along US 17 Business (Main Street) for lots with less than 300 feet of road frontage.

The amendment language updates the UDO to permit the Administrator, or his/her designee, to allow parcels along US Business 17 with less than 300 ft of road frontage to install a second driveway, with both driveways becoming one-way, serving ingress and egress.

Action Taken:

Maria Paslick motioned to recommend denial to Board of Aldermen of the Zoning Text Amendment TXT 24-15, Article 20, Section 20-8, Shallotte Unified Development Ordinance; Amending Allowable Driveway Amounts Under Certain Conditions. Motion seconded by Carson Durham. The motion passed 6 yes 0 no.

Amy Causey motioned that the Shallotte Planning Board adopt the Statement of Consistency as corrected, seconded by Maria Paslick. The motion passed 6 yes, 0 no.

5. Zoning Text Amendment TXT 24-16 Staff Initiated Text amendment. to Town of Shallotte Unified Development Ordinances. Article 30, Section 30-20, Amending Sidewalk Standards.

The Town's UDO currently makes reference to an outdated sidewalk district map to inform developers where sidewalks are required within the Town.

It is staff's intention to provide language updating the UDO to better demonstrate the sidewalk requirements. The language also updates the fee-in-lieu requirement so that all industrial development is required to pay a fee-in-lieu of sidewalk construction into a sidewalk fund benefiting pedestrian access throughout the Town.

Action Taken:

Carson Durham motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 24-16, Article 30, Section 30-20, Amending Sidewalk Standards, Shallotte Unified Development Ordinance. Motion seconded by Edward Springer. The motion passed 6 yes 0 no.

Maria Paslick motioned that the Shallotte Planning Board adopt the Statement of Consistency as drafted, seconded by Carson Durham. The motion passed 6 yes, 0 no.

6. Zoning Text Amendment TXT 24-17 Staff Initiated Text amendment. to Town of Shallotte Unified Development Ordinances. Article 12, Section 12-14, Amending Modifications to Development Approvals.

It is staff's intention with this amendment to provide language clarifying when the addition or subtraction of project development phasing is a major or minor update and requires the project to be brought back through the approval process.

Action Taken:

Carson Durham motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 24-17, Article 12, Section 12-14, Amending Modifications to Development Approvals, Shallotte Unified Development Ordinance. Motion seconded by Richard Gannaway. The motion passed 6 yes 0 no.

Richard Gannaway motioned that the Shallotte Planning Board adopt the Statement of Consistency as drafted, seconded by Carson Durham. The motion passed 6 yes, 0 no.

Old & New Business

- a. Monthly Planning Dept. Staff Report – No action required.

Adjournment

Richard Gannaway made a motion to adjourn, seconded by Carson Durham. The motion passed 6 yes 0 no.

Respectfully Submitted,

Debra White

Debra White,
Planning Board Clerk