



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2026

TO: Board of Aldermen

ACTION ITEM #: Consent

FROM: Robert Waring, Planning Director

MEETING DATE: 2/3/2026

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED: Review request for an extension of preliminary subdivision approval granted by Planning Board.

PUBLIC HEARING: YES NO

BACKGROUND/PURPOSE OF REQUEST: The Town’s Planning Board is responsible for granting approval for preliminary subdivision applications. This approval provides the developer 24 months to prepare the site and record a final plat. Section 28-7 (C) of the Shallotte UDO allows the Board of Aldermen to issue an extension to this approval.

The project in question is a 35-lot single-family residential subdivision located off Tryon Rd. Near Squirrel Ave. to the rear of the Wildwood subdivision.

Planning Board reviewed the project and issued approval at the March, 2023 meeting.

The developer’s representative has supplied a request detailing the work that has been accomplished and requests an extension of 10 to 12 months.

There have been no significant updates to the Town’s subdivision regulations that would otherwise affect the project.

In staff’s opinion, a 12-month extension would not create any issues.

The new completion date would be 2/3/2027.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
CAPITAL PROJECT ORDINANCE REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
PRE-AUDIT CERTIFICATION REQUIRED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
REVIEWED BY DIRECTOR OF FISCAL OPERATIONS	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY: YES NO N/A

ADVISORY BOARD RECOMMENDATION: NA

STAFF RECOMMENDATION: Staff recommend the project approval be extended to 2/3/2027

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Extension request 1/19/2026
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ACTION OF THE BOARD OF ALDERMEN

APPROVED:

ATTEST:

CLERK TO THE BOARD

DENIED:

DEFERRED

UNTIL: _____

SIGNATURE

MAYOR

OTHER: