



The Shallotte Planning Board met for their regularly scheduled meeting on October 14, 2025 at the Shallotte Town Hall Meeting Chambers with Chairman Richard Gannaway presiding.

Members Present: Maria Paslick, Edward Springer, Richard Gannaway, Ron Johnson and Melodie Bryant

Members Absent: Amy Causey and Amanda Dunn.

Staff Present: Robert Waring, Brandon Eaton and Debra White

Aldermen Liaison: Jimmy Bellamy

1. Agenda Amendment: None

2. Public Comments None

3. Approval of Agenda:

Maria Paslick motioned to approve the agenda as presented, seconded by Melodie Bryant. The motion passed 4 yes, 0 no.

4. Approval of Minutes:

Melodie Bryant motioned to approve the September 9, 2025 minutes as read, seconded Ron Johnson. The motion passed 4 yes, 0 no.

5. 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.

6. Zoning Map Amendment TXT 25-28 - Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 10, Section 10-2 (Table of Permitted Uses).

The proposed amendment to the Town's UDO updates ordinance language, to transition away from the use of special use permits and the quasi-judicial process. The amendment introduces the use of conditional rezoning in place of special use permits where more appropriate and establishes a permitted-by-right designation for less intensive uses or uses with clearly defined supplemental standards.

Staff believe that recategorizing fewer intensive uses and establishing "by-right" and conditional rezoning standards will promote development without the heavy burden that often accompanies the quasi-judicial process.

Action Taken:

Edward Springer motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-28, Article 10, Section 10-2. Motion seconded by Ron Johnson. The motion passed 4 yes 0 no.

Ron Johnson motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Maria Paslick. The motion passed 4 yes, 0 no.

7. Zoning Map Amendment TXT 25-29 - Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 10, Section 10-3(E).

The proposed amendment to the Town's UDO updates ordinance language, to revise the Town's zoning definition of bed and breakfasts and establishes supplemental regulations governing the use within the Town's zoning jurisdiction.

Bed and breakfast uses have been recategorized as by-right in most zoning districts, and staff believe that the use can be more effectively managed administratively based on the additional supplemental standards presented herein.

Action Taken:

Ron Johnson motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-29, Article 10, Section 10-3(E). Motion seconded by Edward Springer. The motion passed 4 yes 0 no.

Edward Springer motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Melodie Bryant. The motion passed 4 yes, 0 no.

8. Zoning Map Amendment TXT 25-30 - Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 10, Section 10-3(L).

The proposed amendment to the Town's UDO updates ordinance language to revise the Town's zoning definition of event venues and establishes supplemental regulations governing the use within the Town's zoning jurisdiction.

The Town currently does not define or regulate event centers, venues, or similar uses, and there has been a growing trend of such uses across the state.

Action Taken:

Maria Paslick motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-30, Article 10, Section 10-3(L) upon adding wording to include HOA Community Centers(see below). Motion seconded by Edward Springer. The motion passed 4 yes 0 no.

Section 2-2: Definitions of Basic Terms

(85) A commercial facility used to accommodate functions including, but not limited to, banquets, weddings, celebrations, dinners, festivals, concerts, or other group events. Church and Religious Institutions, and public and HOA community centers, are not included in this definition.

Maria Paslick motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Edward Springer. The motion passed 4 yes, 0 no.

9. Zoning Map Amendment TXT 25-31 - Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 4, Section 4-6.

The proposed amendment to the Town's UDO updates ordinance language to reflect required changes made at the state level in N.C.G.S. 160D-601(e).

The legislature of the State of North Carolina voted this month to prohibit time limits regarding refiling a petition for a "zoning map amendment, text amendment, development application, or request for development approval", from an applicant that was previously denied or withdrew an application.

Action Taken:

Maria Paslick motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-31, Article 4, Section 4-6. Motion seconded by Ron Johnson. The motion passed 4 yes 0 no.

Edward Springer motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Ron Johnson. The motion passed 4 yes, 0 no.

10. Zoning Map Amendment TXT 25-32 - Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 2, Section 2-2.

The proposed amendment to the Town's UDO updates ordinance language to amend the definition of a minor subdivision, reducing the amount of lots created from fifteen to five. five lots is a more manageable and consistent number of lots to be created using the administrative review of a minor subdivision.

Action Taken:

Ron Johnson motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-32, Article 2, Section 2-2. Motion seconded by Edward Springer. The motion passed 4 yes 0 no.

Melodie Bryant motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Maria Paslick. The motion passed 4 yes, 0 no

Old & New Business

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

11. Adjournment

Ron Johnson made a motion to adjourn, seconded by Edward Springer. The motion passed 4 yes 0 no.

Respectfully Submitted,

Debra White

Debra White,
Planning Board Clerk