



# TOWN OF SHALLOTTE

## PLANNING & ZONING DEPARTMENT

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December 20, 2024

### Town of Shallotte Technical Review Committee

Blum Investment Group Golf  
Attn: Elizabeth Nelson  
27 Brierwood Rd.  
Shallotte, NC 28470  
RE: Brierwood Golf Blum Investment Group Golf

Blum Investment Group Golf,

Attached are notes and comments from the Technical Review Committee in regards to the Brierwood golf, clubhouse, and amenities project. I will need responses to each comment as well as revised preliminary plans that reflect those comments and any updates.

The proposed use requires the issuance of a special use permit for operation. Special use permits are quasi-judicial in nature, and require a public hearing before the Board of Aldermen. As such, once satisfactory TRC responses and revised plans have been received, I will review the responses and plans, and add the project to the next available Aldermen agenda.

Feel free to reach out to me with any questions or concerns.

Best regards,

Brandon Eaton, CZO, CCEO  
Town of Shallotte  
Planner II/Code Administrator  
Office: (910) 754-4032  
beaton@townofshallotte.org

### **Town of Shallotte Planning**

1. Please define parking based on use(s) and list on plans. See Section 20-6: Parking Requirements for parking ratios.
2. Please include parking for additional parcels used for pickleball/other recreation.
3. Please provide lighting plan details in accordance with Article 19.
4. Please note the location of any dumpster enclosure(s) on plans.
5. Please include a landscape plan. See Article 17.
6. Please include dimensions/total floor area of all subject buildings/structures. See included Appendix II.
7. Please detail and include the location of any cart paths, trails, ped. Crossings, etc.
8. There is an encroachment issue with one of the existing cart paths.
9. Please include the location and dimensions of existing and proposed sidewalks
10. Is the golf portion a par-3 or “executive course”, or an update of the existing 9 holes? If an update, the site plan should detail this. If not, will the course be reconfigured in any way?
11. Please include elevations and note any required screening of HVAC, etc.
12. What is the traffic generation expected to be?
13. Please include all necessary buffering, including the area around the proposed pickleball courts.
14. Will there be any tree removal? If so, a heritage tree survey will need to be conducted.
15. Will there be a need for any additional sewer utility?
16. Please be prepared to answer questions involving the operation of the course.
17. Would the project be completed all at once, or would phasing be utilized?

Brandon Eaton – Town Planner - [beaton@townofshallotte.org](mailto:beaton@townofshallotte.org)

Robert Waring- Planning Director/Assistant Town Administrator [rwaring@townofshallotte.org](mailto:rwaring@townofshallotte.org)

### **Stormwater**

1. No Town stormwater comments at this time.

David Bowman – Town of Shallotte Engineer - [dbowman@atmc.net](mailto:dbowman@atmc.net)

### **Zoning**

1. Must complete Zoning permit application and all fees must be paid prior to zoning permit approval.
2. Sign permit will be reviewed and issued separately.

### **Zoning/Utilities**

1. Will the swimming pool have a bath house? What is the maximum occupancy of the pool?
2. Need to know the total square footage of the clubhouse and the maximum occupancy.
3. The restaurant will most likely need their sewer to be upgraded to a duplex grinder system.
4. How many Pickle Ball Courts will there in total.
5. All sewer/duplex pumps must be permitted by the state prior to construction of any sewer.
6. You must have an Authorization to Construct letter from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.
7. A final for the state permits will be required prior to Final Plat or any sewer connections.
8. Correct As-builts in CAD form need to be submitted to the Town’s engineer prior to c/o.
9. Detailed utility plans must be submitted to the town engineer ([dbowman@atmc.net](mailto:dbowman@atmc.net)) for his comments.
10. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town.
11. Landscape cannot block access sewer meter and lines or lift station(s).

Debra White, CZO, Development & Regulatory Compliance Manager - Town of Shallotte PO Box 2287  
Shallotte, NC 28459 – (910) 754-4032 [debratos@outlook.com](mailto:debratos@outlook.com)

**Brunswick County Utilities**

1. Brunswick County Utilities did not submit comments to TRC.

William L. Pinnix, P.E. - Director of Engineering, Brunswick County - Office: 910.253.2408 - Cell: 910.409.2557 - Fax: 910.253.2704 - [william.pinnix@brunswickcountync.gov](mailto:william.pinnix@brunswickcountync.gov)

**Shallotte FD**

1. The Brunswick County Fire Code Official will determine a project's compliance with the fire code. The Fire Chief is not authorized by the Town of Shallotte to accept any deficiencies.
2. When improving, designing and engineering new roadways and turnarounds, consideration should be given to the largest fire apparatus requiring access and multiple roadway access points should be considered.

86,000 GVW, 28 feet unobstructed street turning radius, 20 feet unobstructed set-up width and less than 12 inches unobstructed set-up curb height are the access requirements of such a fire apparatus.

3. Should there be a needed reduction in the needed fire flow this could be achieved through the installation of sprinklers when permitted by the Fire Code Official and an official opinion that the improvement will benefit life safety and property conservation. The alternative methods to be considered, only when accompanied by a certified professional engineer's hydraulic data, should include looping/connecting mains, installing fire pumps and/or on-site water storage (elevated or ground level) to meet the needed fire flow requirements.

Paul F. Dunwell, IV, Town of Shallotte Fire/Rescue Chief; Emergency Management Coordinator - [pdunwell@townofshallotte.org](mailto:pdunwell@townofshallotte.org) (910) 754-6262

**Shallotte PD**

1. Shallotte Police Chief would like to note that due to the parcels being outside of the Town's corporate jurisdiction, yet surrounded by in-town parcels, response times could be significantly extended due to the 911 system's reliance on GIS for dispatch, as well as separate radio frequencies between County deputies and Shallotte PD. Preference would be for annexation into the Town to maximize receipt of Town services.

***Brunswick County Plan Review (Fire Inspection & Floodplain)***

1. No comments on site due to existing buildings. Roads would have needed to be maintained for fire apparatus if not already.
2. Note- this does not apply if changes are made to the building to require fire protection systems. Any existing fire protection systems will need to be restored back to service if not already maintained.

Joe Oliver Brunswick County, Deputy Fire Marshal 910-676-4392 [Joseph.oliver@brunswickcountync.gov](mailto:Joseph.oliver@brunswickcountync.gov)

***Brunswick County 911 Communications  
Recommendations and notes:***

1. No comment from 911.

Brian Ross, Deputy Director - Central Communications Division - Brunswick County Sheriff's Office  
[brian.ross@brunswickncsheriff.gov](mailto:brian.ross@brunswickncsheriff.gov)

***Brunswick County Floodplain Administration***

1. No floodplain comments.

James Paggioli, CFM Floodplain Administrator Brunswick County [james.paggioli@brunswickcountync.gov](mailto:james.paggioli@brunswickcountync.gov)

***Brunswick County Building Inspections Plan Review***

1. No comment from County Code Department.

Jeff McIntosh, Building Plans Reviewer III Brunswick County - [jeff.mcintosh@brunswickcountync.gov](mailto:jeff.mcintosh@brunswickcountync.gov)

***NCDOT***

1. Submit cover letter with notification of change of use to include an update of proposed AADT change to NC 179, Village Rd.
2. It is noted that tracking mud, sediment on NCDOT SR is to be minimized during construction.

Angela Hammers - Engineering Technician III, NCDOT Div. 3 District 3 – (910) 398-9100 / 9119 - [akhammers@ncdot.gov](mailto:akhammers@ncdot.gov).

***Shallotte Public Utilities***

1. Pressure sewer service for the existing club house and maintenance building will need to be brought up to the current standards for equipment. This means control panels, basins, pumps etc.
2. The addition of any more pressure sewer services will incur the appropriate costs.
3. Further comments to be provided with next round of information.

**See Also Appendix A “General Utility Notes Pertaining to TRC Review”**

Town of Shallotte – Public Works Utility Supervisor - [dformyduval@townofshallotte.org](mailto:dformyduval@townofshallotte.org)