



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: TXT 25-32

MEETING DATE: 11-05-2025

FROM: Brandon Eaton, Planner II

DATE

SUBMITTED:

ISSUE/ACTION REQUESTED:

PUBLIC

☒

YES

☐

NO

HEARING:

Request Board's review and decision of a staff-initiated amendment to the Town of Shallotte Unified Development Ordinances. Specifically, Article 2, Section 2-2.

BACKGROUND/PURPOSE OF REQUEST:

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.

Staff feel that five lots is a more manageable and consistent number of lots to be created using the administrative review of a minor subdivision.

- See attached "Exhibit A"

The Board may vote to:

Approve the ordinance as written, or

Further amend the ordinance and vote to approve, or

Continue the Board's review and ask that the ordinance be further researched, or

Deny the ordinance.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:

☐

YES

☒

NO

CAPITAL PROJECT ORDINANCE REQUIRED:

☐

YES

☒

NO

PRE-AUDIT CERTIFICATION REQUIRED:

☐

YES

☒

NO

REVIEWED BY FINANCE DIRECTOR

☐

YES

☒

NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:

☐

YES

☒

NO

☐

N/A

ADVISORY BOARD RECOMMENDATION:

The Planning Board voted to recommend approval at their October 14, 2025 meeting.

STAFF RECOMMENDATION:

Staff recommends Board approval

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. Draft Language “Exhibit A”
2. Planning Board Statement of Consistency
3. Draft Statement of Consistency
4. Ordinance

ACTION OF THE BOARD OF ALDERMEN

APPROVED: ☐
DENIED: ☐

ATTEST: **CLERK TO THE BOARD**

**DEFERRED
UNTIL:** _____

SIGNATURE

OTHER: