

TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT



TO: Board of Aldermen
FROM: Robert Waring, Planning Director
DATE: January 6, 2026
RE: Monthly Planning Department Report

This memo & attached reports provide a summary of the Planning & Zoning Dept. in the past month:

1. The Planning Board met on December 9 to review the following:
 - a. TXT 25-35 Rooftop Signs & TXT 25-34 Data Centers
 - b. The Board's next meeting is scheduled for January 13.
2. TRC met December 18 to review the following:
 - a. SUB 25-025 Preliminary Subdivision, 85 Lots Forest St. Ext.
 - b. The next meeting scheduled for January 15
3. Staff attended the bi-monthly traffic impact analysis meetings with NCDOT
4. Staff attended the November GSATS TCC meeting
 - a. The Town's 2025 Collector Street Plan was recommended for approval to the TAC
 - b. Staff met with GSATS to discuss approval of the Town's 2024 DA grant project
5. Staff is still awaiting additional applications for the Community Action Team:
 - a. Michael Norton, PE & Eugene Carrette
 - b. Staff recommends appointing them to serve on the committee and seeking three additional committee members
6. Staff met with developers regarding the potential subdivision (major) of portions of the Brierwood fairways
 - a. Staff informed them that we would not be able to sign a minor sub plat for the area given the Town's limitations on minor subdivisions;
 - b. No applications for major subdivision have been submitted
7. Staff has not received any alternatives for the GSATS/NCDOT adaptive signalization project discussed for Main St.
8. Staff participated in interviews for the Chief of Police position
9. Staff conducted the final zoning inspection for Biscuitville @ 4425 Main St.
10. Please forward any zoning or nuisance complaints to Brandon Eaton, Planner, beaton@townofshallotte.org Phone: (910) 754-4032
11. The Town collected \$118,163 for December 2025
 - a. Fees collected in December 2024 totaled \$47,376