



The Shallotte Planning Board met for their regularly scheduled meeting on July 8, 2025 at the Shallotte Town Hall Meeting Chambers with Chairman Richard Gannaway presiding.

Members Present: Maria Paslick Melodie Bryant, Edward Springer, Richard Gannaway, Ron Johnson, Amy Causey and Amanda Dunn.

Members Absent: None

Staff Present: Robert Waring and Debra White

Aldermen Liaison: Absent

1. Agenda Amendment: None

2. Public Comments None

3. Approval of Agenda:

Maria Paslick motioned to approve the agenda as presented, seconded by Edward Springer. The motion passed 7 yes, 0 no.

4. Approval of Minutes:

Melodie Bryant motioned to approve the June 10, 2025 minutes with correction, seconded Ron Johnson. The motion passed 7 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 Text Amendment: TXT 25-18 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 2, Section 2-2, Article 9, Section 9-6(B), & Article 10, Tables 10-1 & 10-2.

The proposed amendment also establishes and defines two categories of multi-family uses, major and minor, allowing for minor multi-family projects “by right” and to be approved administratively.

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:

Melodie Bryant motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-18, Article 2, Section 2-2, Article 9, Section 9-6(B), & Article 10, Tables 10-1 & 10-2 with suggestions made by staff to allow Adult Care Home and Family Care Home as a permitted use instead of conditional use in designated zoning areas. Motion seconded by Amanda Dunn. The motion passed 6 yes 1 no, Maria Paslick voted no.

Ron Johnson motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Melodie Bryant. The motion passed 6 yes, 1 no, Maria Paslick voted no. She disagrees that it is in the Public's best interest.

7. Text Amendment: TXT 25-20 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 10, Section 10-3, (H), supplemental standards for multi-family development.

The updated language breaks multi-family projects into two tiers, requires internal sidewalks, requires additional setbacks for building taller than two stories, and revises open space standards.

The proposed language does not change density allowances, max height, or zones in which M-F developments are permitted.

Action Taken:

Ron Johnson motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-20 Article 10, Section 10-3, H-2(C), supplemental standards for multi-family development. with changes on Section 10-3, H-2(C) Placement of Building to "setback of no less than 30 feet from any property boundary which contains single family housing." Motion seconded by Edward Springer. The motion passed 7 yes 0 no.

Amy Causey motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Edward Springer. The motion passed 7 yes 0 no.

8. Text Amendment: TXT 25-17 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 20, Section 20-3, Article 20, Section 20-7, & Article 20, Section 20-8, Pervious Parking Areas.

The proposed amendment updates ordinance language to allow parking areas to use pervious surfacing materials in certain zoning districts within the Town's development jurisdiction. It also establishes regulatory standards which would apply to parking areas utilizing pervious surfacing materials.

Establishing these standards will provide additional parking options for projects where impervious surfacing may be too costly or not feasible based on size and need.

Action Taken:

Edward Springer motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-17 Article 20, Section 20-3, Article 20, Section 20-7, & Article 20, Section 20-8. Motion seconded by Ron Johnson. The motion passed 7 yes 0 no.

Maria Paslick motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Amanda Dunn. The motion passed. The motion passed 7 yes 0 no.

9. Text Amendment: TXT 25-19 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 16, Section 16-2, minimum size of a Planned Unit Development (PUD).

The proposed amendment will reduce the minimum size allowed for a PUD from 25 acres to 20 acres and allow for greater use of the PUD zoning. It would also allow the evaluation (TRC, Planning Board, & Board of Aldermen) of a master plan during the rezoning process. These master plans can be reviewed and conditioned. Furthermore, they can be tailored to fit with density and use prescriptions within the Town's land use plans.

The PUD zoning is a beneficial tool as it allows residential zoning to be reviewed via the legislative process rather than the quasi-judicial process required with some zoning tools.

The proposed language does not change density allowances, max height, or zones in which PUD developments are permitted.

Action Taken:

Ron Johnson motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-19 Article 16, Section 16-2, minimum size of a Planned Unit Development. Motion seconded by Edward Springer. The motion passed 7 yes 0 no.

Amy Causy motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Edward Springer. The motion passed. The motion passed 7 yes 0 no.

10. Old & New Business

No Action Required

11. Adjournment

Ron Johnson made a motion to adjourn, seconded by Edward Springer. The motion passed 7 yes 0 no.

Respectfully Submitted,

Debra White

Debra White,
Planning Board Clerk