

Town of Shallotte
Planning Board Meeting
June 9, 2026
5:30 PM

The Shallotte Planning Board met for their regularly scheduled meeting on June 9, 2026, at the Shallotte Town Hall Meeting Chambers with Chairman Richard Gannaway presiding.

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

Members Absent: None

Staff Present: Robert Waring, Brandon Eaton and Debra White

1. Agenda Amendment: None

2. Public Comments None

3. Approval of Agenda:

Edward Springer made a motion to approve the agenda as presented, seconded by Melodie Bryant. The motion passed 7 yes, 0 no.

4. Approval of Minutes:

Amanda Dunn made a motion to approve May 12, 2026, minutes as read, seconded by Edward Springer seconded. The motion passed 7 yes, 0 no.

5. Conflict of Interest Statement

The Chairperson asks 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 Preliminary Subdivision SUB 25-025 – The property owner, applied for a preliminary plan approval for Forest Street subdivision; property located at PID # 18200177.

The project is a 15.7-acre tract located along Forest St. Ext adjacent to the Greenbay Village subdivision. The property was rezoned from industrial to multi-family 14 in January 2025.

Single-family subdivisions are a use permitted by right with 3,000 ft² lots. The proposed project will include 80 Single Family lots.

Action Taken:

Ron Johnson made a motion to approve the Preliminary Subdivision SUB 25-025, for the property located at PID # 18200177, with conditions below:

1. Complete TOL SW permit application be submitted for review
2. Covenants governing the maintenance of stormwater ponds be recorded with the Brunswick County Register of Deeds.
3. A pre-construction meeting be held with the Town's public works, engineer, & planning prior to breaking ground.
4. Final plats match approved preliminary plans.
5. All infrastructure intended for public maintenance be dedicated to the Town via deed of dedication.
6. A completed and signed sewer permit application be received prior to recording final plat.
7. Final subdivision plat for entire area shown be submitted within 24 months (6/9/2028) of Board approval of preliminary plans.

Motion seconded by Melodie Bryant. The motion passed 7 yes 0 no.

7. Zoning Text Amendment TXT 26-09 - a staff-initiated amendment to the Town of Shallotte Unified Development Ordinances. Article 20, Section 20-11.

The proposed amendment to the Town's UDO updates the Town's ordinance to establish vehicle stacking standards for commercial parking areas within the Town's jurisdiction.

Currently, the Town does not have detailed stacking standards which are designed to prevent vehicles that are queued in drive-thru lines, at fuel pumps islands, pharmacy pickup lanes, etc., from impacting vehicular circulation of a site or adjacent public roadways.

Action Taken:

Maria Paslick made a motion to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 26-09, Article 20, Section 20-11. Motion seconded by Amy Causey. The motion passed 7 yes 0 no.

Ron Johnson made a motion that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Melodie Bryant. The motion passed 7 yes, 0 no.

8. Old & New Business

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

9. Adjournment

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

Respectfully Submitted,

Debra White

Debra White,
Planning Board Clerk