



# APPLICATION FOR SPECIAL USE

Official Use Only	
P&Z #:	_____
Date Rec'd:	_____
Rec'd By:	_____
Amount Paid: \$	_____

ALL MATERIAL NEEDED SUPPORT THIS APPLICATION WILL HAVE TO BE PRESENTED BY THE APPLICANT AT THE SUP HEARING  
 Town of Shallotte • PO Box 2287, Shallotte, NC 28459 • 116 Cheers Street, Shallotte, NC 28470 • Phone: (910) 754-4032 • Fax: (910) 754-2740

All applications for special use must be complete and accompanied by the permit fee of \$360.00 (150.00 application, \$180.00 public notice fee, \$30.00 recording fee), payable in cash or by check made to the Town of Shallotte. Applicants will also be responsible for any additional cost of public notices, which will be billed at a later time. All fees must be paid in full before a Zoning Permit will be issued and before an application will be submitted for review by the Board of Aldermen. Applicants or their agents are responsible for attending the Board of Aldermen meeting where this application will be considered.

Article 10 of the Town of Shallotte Unified Development Ordinance regulates which uses are conditional within the zoning districts in the Town's zoning jurisdiction. Special uses must be approved by the Board of Aldermen. All special uses must satisfy all standards in Section 6-8(B). Most special uses are also required to submit site and landscaping plans. Any plans required to be submitted shall be considered part of this application and special use permits issued are subject to the approved plans.

Project Name: BRUNSWICK COUNTY SCHOOLS OPERATIONS WAREHOUSE		
SECTION 1: APPLICANT INFORMATION		
Applicant Name: BRUNSWICK COUNTY SCHOOLS (GRADY WATKINS)		
Mailing Address: 35 REFERENDUM DR BOLOVIA NC 28422		
Phone: 910-547-9607	Fax: _____	Email: GWATKINS@BCSWAN.ORG
SECTION 2: PROPERTY OWNER INFORMATION (if different from above)		
Owner Name(s): BRUNSWICK COUNTY SCHOOLS		
Mailing Address: 35 REFERENDUM DR BOLOVIA NC 28422		
Phone: 910-274-1100	Fax: _____	Email: GWATKINS@BCSWAN.ORG
SECTION 3: PROPERTY INFORMATION		
Street Address and/or Description of Location: 3680 EXPRESS DR SHALLOTTE, NC		
Parcel ID #(s): 1810005807	Total Site Acres or Square Feet: 45,424 SF.	
Current Zoning District(s):		
SECTION 4: USE INFORMATION		
Detailed Description of Proposed Use (attach additional sheets as necessary): SEE ATTACHMENT		

Use Classification (from Table of Uses):

**SECTION 5: SPECIAL USE STANDARDS**

In order to approve a special use, the Town Board of Aldermen must hold a hearing and find, based on the evidence presented, that the application adequately satisfies the special use standards identified in Section 6-8(B) of the Unified Development Ordinance and listed below. Please attach any documentation supporting how the proposed project satisfies the following standards, including a statement describing separately for each standard in significant detail the facts and arguments you intend to present to the Board during the hearing:

- (1) That the use will not materially endanger the public health and safety.
- (2) That the use will not substantially injure the value of adjoining or abutting property (or alternatively, that it be a public necessity).
- (3) That the use will be in harmony with the area in which it is to be located.
- (4) That the use will be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen.
- (5) That the use will have adequate facilities to provide ingress and egress designed to minimize traffic congestion on public streets and also have adequate utilities, access roads, drainage, sanitation, or other necessary infrastructure.
- (6) That the use meets all required conditions and specifications established by the Board of Aldermen.

**SECTION 6: SUPPLEMENTAL INFORMATION REQUIRED**

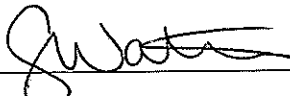
Each application for special use must include:

- An application fee of \$360.00 in cash or check made payable to the Town of Shallotte.
- A Site/Landscaping Plan Application with required plans containing all required information from the Unified Development Ordinance.\*
- One (1) 8.5' x 11' front building elevation indicating façade materials and colors.\*
- A notarized letter of authorization if acting as the agent for the property owner(s).

NOTE: If conditional use is approved, two (2) sets of building plans shall be submitted before a Zoning Permit will be issued. Items marked with an asterisk (\*) may be waived by the Zoning Administrator where a master plan or other development plan is also required, no site modifications are proposed, or other special situations exist.

**SECTION 7: APPLICANT/OWNER SIGNATURE**

In filing this Application for Special Use, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Signature:  Date: 9-7-24

*Official Use Only*

TRC Meeting Date: \_\_\_\_\_ Recommendation: \_\_\_\_\_ Staff: \_\_\_\_\_

Board of Aldermen Hearing Date: \_\_\_\_\_ Action: \_\_\_\_\_ Staff: \_\_\_\_\_

8/28/2024

Description of work for 3680 Express Dr.

Brunswick County Schools will be using the existing warehouse structure to store various types of school furniture and school records. There will be an interior addition that will be a enclosed area that will be used for a copy room. This room will house various copiers and binding equipment used to print school forms, reports and other in house publications. There will be no hazardous materials stored or used in the building. There will be no exterior additions or modifications to the building with the exception of a new sign and front building lettering.

# BRUNSWICK COUNTY BOARD OF EDUCATION

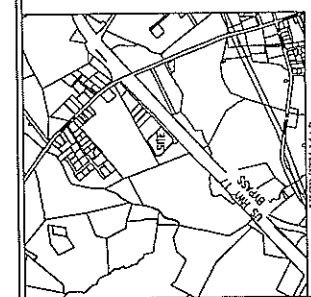
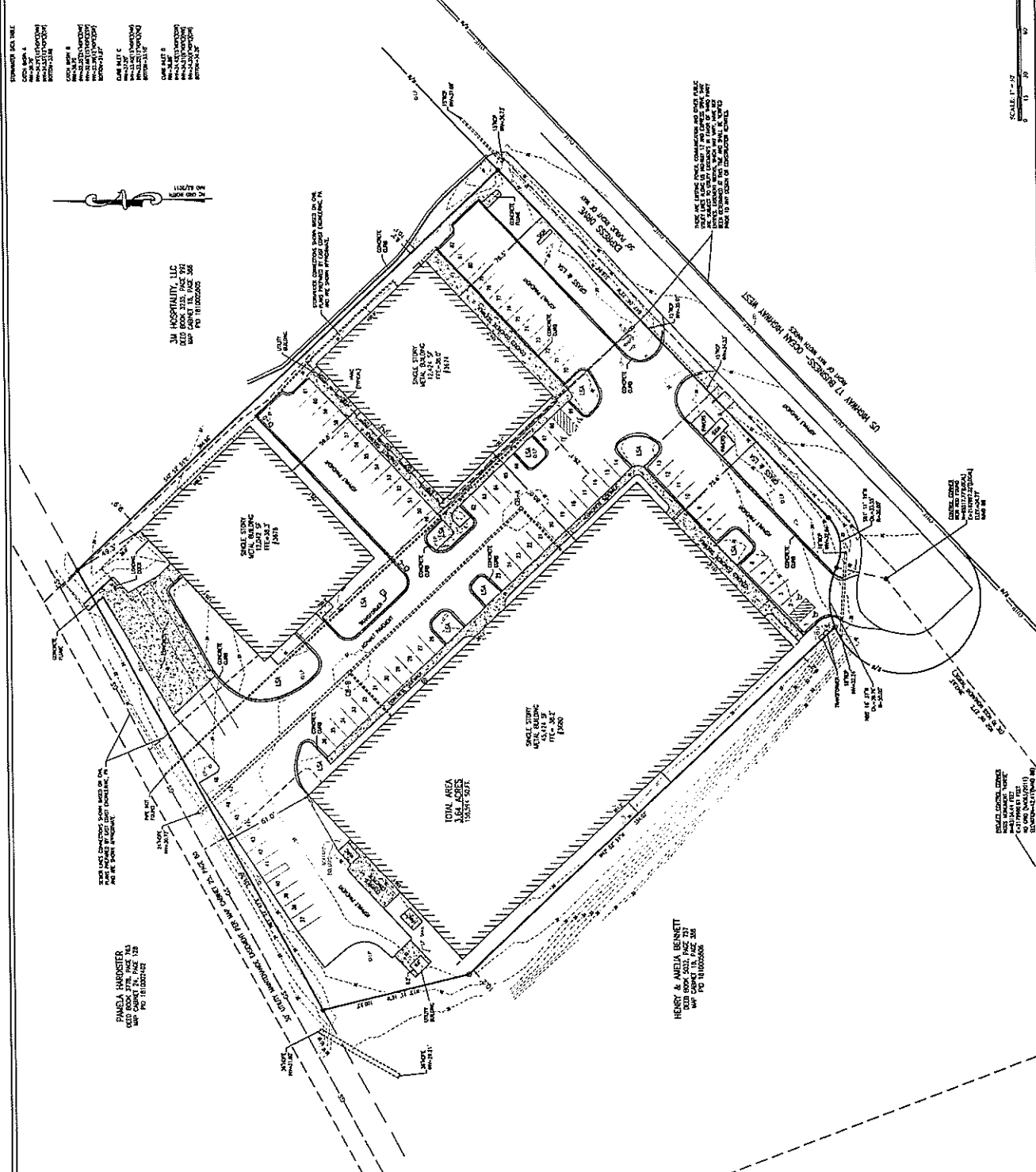
BOUNDARY & TOPOGRAPHIC SURVEY FOR:  
 THE PROJECT (100% COMPLETE)  
 100% COMPLETE



COASTAL GEOMETRICS  
 LAND SURVEYING • MAPPING • PLANNING  
 100% COMPLETE

PRELIMINARY  
 DRAWING  
 NOT CERTIFIED FOR  
 SALE OR CONSTRUCTION  
 WITHOUT ORIGINAL  
 SEAL & SIGNATURE

EXISTING CONDITIONS  
 PROJECT NO. 1002-13



**GENERAL NOTES:**

1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
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9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.




SYMBOL	DESCRIPTION
(Symbol)	EXISTING BUILDING
(Symbol)	PROPOSED BUILDING
(Symbol)	EXISTING DRIVEWAY
(Symbol)	PROPOSED DRIVEWAY
(Symbol)	EXISTING PAVEMENT
(Symbol)	PROPOSED PAVEMENT
(Symbol)	EXISTING CURB
(Symbol)	PROPOSED CURB
(Symbol)	EXISTING SIDEWALK
(Symbol)	PROPOSED SIDEWALK
(Symbol)	EXISTING UTILITY
(Symbol)	PROPOSED UTILITY
(Symbol)	EXISTING FENCE
(Symbol)	PROPOSED FENCE
(Symbol)	EXISTING TREE
(Symbol)	PROPOSED TREE
(Symbol)	EXISTING LOT
(Symbol)	PROPOSED LOT
(Symbol)	EXISTING ROAD
(Symbol)	PROPOSED ROAD
(Symbol)	EXISTING RAILROAD
(Symbol)	PROPOSED RAILROAD
(Symbol)	EXISTING WATERWAY
(Symbol)	PROPOSED WATERWAY
(Symbol)	EXISTING EASEMENT
(Symbol)	PROPOSED EASEMENT
(Symbol)	EXISTING RIGHT-OF-WAY
(Symbol)	PROPOSED RIGHT-OF-WAY
(Symbol)	EXISTING ZONING
(Symbol)	PROPOSED ZONING
(Symbol)	EXISTING DISTRICT
(Symbol)	PROPOSED DISTRICT
(Symbol)	EXISTING CITY
(Symbol)	PROPOSED CITY
(Symbol)	EXISTING COUNTY
(Symbol)	PROPOSED COUNTY
(Symbol)	EXISTING STATE
(Symbol)	PROPOSED STATE
(Symbol)	EXISTING FEDERAL
(Symbol)	PROPOSED FEDERAL

**LEGAL DESCRIPTION:**  
 THE PROJECT (100% COMPLETE)  
 100% COMPLETE



DATE: 10/15/2013  
 TIME: 10:00 AM  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

SCALE: 1" = 20'

DO NOT SCALE DRAWING. IF OCCUPANCY IS TO BE DETERMINED BY MEANS OF A FLOOR PLAN, THE ACTUAL OCCUPANCY SHOULD BE USED. THE ACTUAL OCCUPANCY SHOULD BE USED TO DETERMINE THE NUMBER OF EXITS AND THE WIDTH OF EXITS. THE NUMBER OF EXITS SHOULD BE DETERMINED BY THE NUMBER OF EXITS SHOWN ON THE FLOOR PLAN.

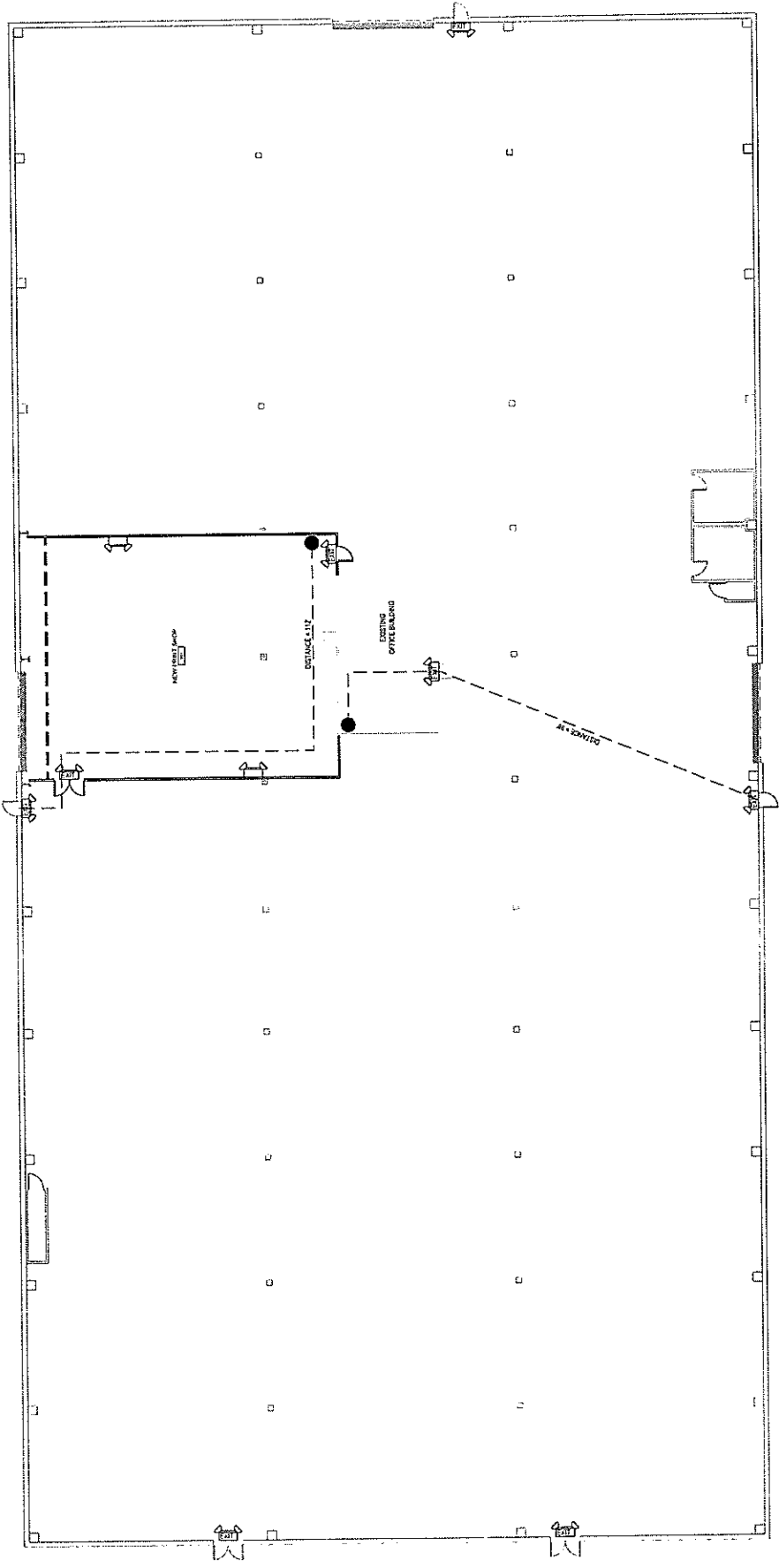


LL&I  
LIFE SAFETY CONSULTANTS  
1000 W. 10TH STREET  
MARTIN, MISSISSIPPI 39201

**WAREHOUSE UPRIT**  
BRUNSWICK COUNTY SCHOOLS  
3680 EXPRESS DRIVE  
SHALLOTTE, NC 28470

DATE: 11/11/11  
DRAWN BY: J. KELLY  
CHECKED BY: J. KELLY  
PROJECT NO.: 11101



**BASE SYSTEMS:**  
 OCCUPANCY CLASSIFICATION: B-1  
 CONSTRUCTION TYPE: I  
 NUMBER OF FLOORS: 1  
 SPRINKLER SYSTEM: YES  
 ALLOWABLE FLOOR AREA (BS): 4,000 SQ FT  
 ACTUAL FLOOR AREA: 3,540 SQ FT  
 BUILDING HEIGHT (BH): 11 FT  
 OCCUPANCY SEPARATION: NON-SEPARATED OCCUPANCY

**NORTH CAROLINA BUILDING CODE - THE LATEST**  
 TYPE: B  
 YES  
 (PER TABLE 102.2) 4,000 SQ FT  
 4,000 SQ FT  
 75  
 NON-SEPARATED OCCUPANCY

**BASES OF EGRESS CALCULATIONS:**  
 BASIS OF EGRESS CALCULATIONS:  
 NUMBER OF EGRESS: 1  
 CAPACITY CALCULATION:  
 ARRANGEMENT OF MEANS OF EGRESS:  
 ESCUARD OCCUPANT LIMIT (PER TABLE 102.2): 4,000 SQ FT  
 EXIT ACCESS TRAVEL DISTANCE:

**PRINT SHOP - IN MEZANINE WAREHOUSE - 11A**  
 PER TABLE 102.2: 4,000 SQ FT  
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**FLOOR TO CORNER:**  
 STORAGE AREA 1) 40,400 SF ± 115 OCCUPANTS  
 PRINT SHOP AND OFFICE AREA 2) 3,540 SF ± 30 OCCUPANTS  
 MAXIMUM OCCUPANTS: 145