



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2025

TO: Board of Aldermen

ACTION ITEM #: SUP 24-13

FROM: Brandon Eaton, Planner II

MEETING DATE: 1-07-2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED:

PUBLIC HEARING: YES NO

(1) Conduct a quasi-judicial hearing for the proposed Special Use Permit (SUP) as submitted by Chris Stanley, on behalf of Stanley Investments, for a proposed office/warehouse space located at 4636 East Coast Ln. (Parcel ID # 1970002005).

(2) Consider any specific aspects of the proposed project, consider any conditions specific to the project's impacts, and consider approval of the SUP application & site plan.

BACKGROUND/PURPOSE OF REQUEST:

The property is a 2.32-acre vacant parcel, zoned Highway Business (HB), located at 4636 East Coast Ln. (Parcel ID: 1970002005).

The applicant intends to construct a multi-unit office facility with added warehouse space. Uses that include a warehouse require a special use permit to be issued.

The project has been reviewed by staff and the Town's TRC, with comments and plans updated accordingly.

The Board may:
Vote to approve the SUP as proposed; or
Vote to deny the SUP as proposed; or
Continue the item until additional information is presented.

FISCAL IMPACT:

| | | |
|--|------------------------------|--|
| BUDGET AMENDMENT REQUIRED: | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| CAPITAL PROJECT ORDINANCE REQUIRED: | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| PRE-AUDIT CERTIFICATION REQUIRED: | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| REVIEWED BY DIRECTOR OF FISCAL OPERATIONS | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY: YES NO N/A

ADVISORY BOARD RECOMMENDATION: N/A

STAFF RECOMMENDATION:

1. All required fees shall be paid prior to final zoning approval; and
 2. Per Sec. 12-12, site improvements shall commence within 12 months of SUP approval date or applicant shall request an extension of up to six months from the Shallotte Board of Aldermen; and
 3. All required local, state, and federal permits shall be obtained and copies provided prior to final zoning approval; and
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FINANCE RECOMMENDATION: NA

ATTACHMENTS:

1. SUP Application
 2. Site & Landscape Application
 3. Site Plans
 4. Project elevations
 5. TRC Notes & Response Memo
 6. Applicant's findings/justification responses
 7. Final SUP
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ACTION OF THE BOARD OF ALDERMEN

APPROVED:

ATTEST:

CLERK TO THE BOARD

DENIED:

DEFERRED

UNTIL:

SIGNATURE

OTHER: