



# TOWN OF SHALLOTTE

## PLANNING & ZONING DEPARTMENT

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December 18, 2024

### Town of Shallotte Technical Review Committee

Stanley Investment 1, LLC  
Attn: Chris Stanley  
PO Box 1560  
Shallotte, NC 28459  
RE: Coastal Business Park

Chris Stanley,

Attached are notes and comments from the Technical Review Committee in regards to the Coastal Business Park project. I will need responses to each comment as well as revised preliminary plans that reflect those comments and any updates.

The proposed use requires the issuance of a special use permit for the included warehouse use. Once satisfactory TRC responses and revised plans have been received, I will review the responses and plans, and add the project to the next available Board of Aldermen meeting for a public hearing.

Feel free to reach out to me with any questions or concerns.

Best regards,

Brandon Eaton, CZO, CCEO  
Town of Shallotte  
Planner II/Code Administrator  
Office: (910) 754-4032  
beaton@townofshallotte.org

### **Town of Shallotte Planning**

1. Stormwater facility needs to be adjusted so as not to extend into required street buffer.
2. Please include the results of the required tree survey in accordance with UDO Section 17-4.
3. Please provide copies of all approved state issued permits, including NCDEQ & NCDOT permits.
4. **Please note, once issued, the SUP is for the warehouse use listed on the submitted plans. Each unit occupant must obtain a use permit for each individual use. Any use requiring a special use permit under the Town's UDO must obtain a separate SUP.**

Brandon Eaton – Town Planner - [beaton@townofshallotte.org](mailto:beaton@townofshallotte.org)

Robert Waring- Planning Director/Assistant Town Administrator [rwaring@townofshallotte.org](mailto:rwaring@townofshallotte.org)

### **Stormwater**

1. No Town stormwater comments at this time.

David Bowman – Town of Shallotte Engineer - [dbowman@atmc.net](mailto:dbowman@atmc.net)

### **Zoning**

1. Sewer assessment fees are based on Commercial (retail) use. If the use is different, please let me know and I will adjust the fee schedule (see attached fee schedule).
2. Must complete Zoning permit application and all fees must be paid prior to zoning permit approval.
3. Sign permit will be reviewed and issued separately.

### **Zoning/Utilities**

1. Page 1 Site Plan under "Development Notes: #2 - Public Water is to be installed by Brunswick County, instead Town of Shallotte.
2. If these are to be rental units, to avoid the property owner being responsible for sewer bills, we recommend each unit to be separately metered for water. Sewer fees are measured by water meters.
3. Detailed utility plans must be submitted to the town engineer ([dbowman@atmc.net](mailto:dbowman@atmc.net)) for his comments.
4. All sewer must be permitted by the state prior to construction of sewer lines, lift-stations, etc.
5. You must have an "Authorization to Construct" letter from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.
6. A final for the state permits will be required prior to Final Plat or any sewer connections.
7. Correct As-built in CAD form need to be submitted to the Town's engineer prior to c/o.
8. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town.
9. Landscape cannot block access sewer meter and lines or lift station(s).

Debra White, CZO, Development & Regulatory Compliance Manager - Town of Shallotte PO Box 2287  
Shallotte, NC 28459 – (910) 754-4032 [debratos@outlook.com](mailto:debratos@outlook.com)

### **Brunswick County Utilities**

1. Brunswick County Utilities did not submit comments to TRC.

William L. Pinnix, P.E. - Director of Engineering, Brunswick County - Office: 910.253.2408 - Cell: 910.409.2557 - Fax: 910.253.2704 - [william.pinnix@brunswickcountync.gov](mailto:william.pinnix@brunswickcountync.gov)

### **Shallotte FD**

1. The Brunswick County Fire Code Official will determine a project's compliance with the fire code.
2. Coordinate witnessed fire flow verification with the Brunswick County Fire Marshal's Office.

Paul F. Dunwell, IV, Town of Shallotte Fire/Rescue Chief; Emergency Management Coordinator-  
[pdunwell@townofshallotte.org](mailto:pdunwell@townofshallotte.org) (910) 754-6262

***Brunswick County Plan Review (Fire Inspection & Floodplain)***

1. Fire Apparatus Road across front of building exceeds 150 feet without an approved turnaround.
2. Fire flow will need to meet Table B105.1 of The Brunswick County Fire Prevention Ordinance depending on square footage and building construction type. Minimum is 1,500 GPM.
3. Fire development permit will be needed for the site by applying for Fire Application through BCMS portal with Brunswick County.
4. **Note - There are some uses that could potentially add a sprinkler system to the building if no fire separation would be wood working or A-2 occupancies like restaurants, high piled storage, etc. So please be aware of any occupancies or uses that might involve trigger fire protection requirements.**

Joe Oliver Brunswick County, Deputy Fire Marshal 910-676-4392 [Joseph.oliver@brunswickcountync.gov](mailto:Joseph.oliver@brunswickcountync.gov)

***Brunswick County 911 Communications***

***Recommendations and notes:***

1. No comment from 911.

Brian Ross, Deputy Director - Central Communications Division - Brunswick County Sheriff's Office  
[brian.ross@brunswickncsheriff.gov](mailto:brian.ross@brunswickncsheriff.gov)

***Brunswick County Floodplain Administration***

1. No floodplain comments.

James Paggioli, CFM Floodplain Administrator Brunswick County [james.paggioli@brunswickcountync.gov](mailto:james.paggioli@brunswickcountync.gov)

***Brunswick County Building Inspections Plan Review***

1. No comment from County Code Department.

Jeff McIntosh, Building Plans Reviewer III Brunswick County - [jeff.mcintosh@brunswickcountync.gov](mailto:jeff.mcintosh@brunswickcountync.gov)

***NCDOT***

1. DOT has not submitted comments at this time.

Angela Hammers - Engineering Technician III, NCDOT Div. 3 District 3 – (910) 398-9100 / 9119 - [akhammers@ncdot.gov](mailto:akhammers@ncdot.gov).

***Shallotte Public Utilities***

***Site Specific Notes***

1. Sheet 1, Site Plan -- Planned uses as it relates to sewer utility – all uses shown should function with standard Myers 2hp duplex pump station, but a Brewery tends to use significant amounts of water and may exceed the capacity when combined with other uses.
2. Sheet C2, Utilities – Add location for 2" stainless tee and ball valve on opposite side of East Coast from left hand side facing of Outparcel #1 for future service.
3. Sheet C3, Utilities – Remove note calling out Barnes pump system.
4. Sheet C3, Utilities – Add location for 2" stainless tee and ball valve on opposite side of East Coast from left hand side facing of Outparcel #1 for future service.

**See Also Appendix A “General Utility Notes Pertaining to TRC Review”**

Town of Shallotte – Public Works Utility Supervisor - [dformyduval@townofshallotte.org](mailto:dformyduval@townofshallotte.org)