



• Friendly City by the Sea •  
Established 1783

[www.swansboro-nc.org](http://www.swansboro-nc.org)

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*Commissioner*

#### Town Manager

Paula W. Webb, MMC-NCCMC  
[pwebb@ci.swansboro.nc.us](mailto:pwebb@ci.swansboro.nc.us)

#### Town Clerk

Alissa A. Fender, CMC  
[afender@ci.swansboro.nc.us](mailto:afender@ci.swansboro.nc.us)

## TOWN OF SWANSBORO TECHNICAL REVIEW COMMITTEE MEETING

November 21, 2023

Tuesday 10:30 AM

Town Hall Community Room

### Review of a Conditional Rezoning/Major Subdivision

#### Clerk:

- Street Names to be included.
- Plat must include intentions for infrastructure.
- Provide legal description of property for rezoning notice.

#### Fire Department:

- All streets will need to be 26' wide.
- The development will need to install fire hydrants. Starting from the beginning in the neighborhood, no greater than 400' apart.
- Each cul-de-sac shall have a fire hydrant.
- Hydrants must be on water mains 6" or greater.
- There shall not be any traffic calming devices (speed bumps) installed unless approved.
- The development shall have two means of ingress and egress.
- Any areas with gates shall have siren and Knox operating capabilities.
- We highly encourage the builder to consider installation of residential sprinkler systems to the home design for added protection.

#### Planning:

- Documentation from a sealed professional on wetland delineation.
- Sealed documentation from a professional engineer that a traffic impact analysis is not required based on the International Traffic Engineering Manual.
- Update lot 42 as being in both phases since it will contain the sewer pump station for the neighborhood.
- Note concerning the topography and where the stormwater is flowing.
- Are you mass grading the site?
- Has NCDOT approved the road locations on the State route?
- Provide a metes and bounds legal description and survey of the property.

#### Public Works:

- Stormwater Management Plan for subdivision must be reviewed and approved by NCDEQ.
- Streets, sidewalks, curbing and gutters must meet the minimum NCDOT and Town of Swansboro Code
- Coordinate with NCDOT on stormwater pipes along NCDOT roads that will be impacted by the additional stormwater runoff.