

**Town of Swansboro  
Planning Board  
Regular Meeting Minutes  
December 3, 2024**

**Call to Order**

The meeting was called to order at 5:30pm. Board members in attendance were Christina Ramsey, Lauren Brown, Tim Vannoy, and Sherrie Hancock. Jerry Seddon and Clara Abalos were absent. There was one ETJ vacancy.

**Approval of Minutes**

On a motion by Mrs. Hancock, seconded by Mr. Vannoy, the October 3, 2024, Special Meeting Minutes were approved unanimously.

**Business**

***UDO Text Amendment to Appendix III Historic District Design Standards, Section 14: Fences and Walls***

Planner Brehmer shared that the Historic Preservation Commission had recommended an amendment to Appendix III Historic District Design Standards, Section 14: Fences and Walls to make clarifications on fence guidelines.

The purpose of the text amendment to Section 14: Fences and Walls was to keep the historic integrity of the district by requiring new fences visible to the public to be picket in style, not just wood in material as previously required. Section 14 Fences and Walls, bullet 4 was recommended to read: "Design new fences that are compatible with the associated building site, streetscape in height, proportion, scale, color, texture, material, and design. New wooden fences that are within the public view must be wooden picket in style and meet height requirements. Synthetic fence materials, such as vinyl, are not appropriate in the historic district."

In response to inquiries from the board, Planner Brehmer clarified the following:

- The Historic Preservation Commission directs the planner when they feel there is a need for an update to the Historic District ordinances.
- The approval process for updating a fence is handled by the Planner which requires staff approval, a fence permit, and zoning approval.
- The Building Inspectors inspect and verify that the fence meets all requirements once it has been built.
- The ordinance does not grant the Town the authority to dictate how homeowners should maintain their fences after they are installed and inspected.
- The State Historic Preservation Office determines the appropriate standards for inclusion on the National Register, and the Town strives to closely reflect those standards in its daily operations.

On a motion by Mr. Vannoy, seconded by Ms. Brown the proposed text amendment to UDO Appendix III Historic District Design Standards, Section 14: Fences and Walls was unanimously recommended for approval to the Board of Commissioners along with the Comprehensive Plan Consistency Statement.

***Re-zoning Request- 1149 Hammocks Beach Road***

Planner Brehmer reviewed that Shannon Weaver, PE, on behalf of property owners David and Linda Camp were seeking to rezone 1149 Hammocks Beach Road from RA (Rural/Agricultural) to B-1 (Business). The property was further identified as tax parcel ID 1319-66, and the total acreage requested for rezoning was +/-0.77 acres.

In response to inquiries from the board, Planner Brehmer and the applicant Shannon Weaver clarified the following:

- Given the proximity to B-1 and Walmart the Town felt it was a key intersection or public resource and consistent with the Future Land Use Plan.
- Mrs. Weaver plans to use the existing home and turn it into an office space for her engineering firm.

The board expressed concerns regarding the potential for Hammocks Beach Road becoming commercial and the implications of re-zoning to B-1, as this designation would allow future permitted commercial use to be established.

Planner Brehmer shared that it was the applicant's choice whether to resubmit the application for conditional re-zoning where the Board of Commissioners would be able to set conditions or apply for other zoning designations such as B-2 or O-I.

On a motion by Ms. Brown, seconded by Mr. Vannoy, the proposed re-zoning request for 1149 Hammocks Beach Road from RA (Rural/Agricultural) to B-1 (Business) was unanimously recommended for approval to the Board of Commissioners along with the Comprehensive Plan Consistency Statement.

**Board Comments/Staff Comments**

Planner Brehmer informed the board that the Flybridge project would likely be discussed at their January 7, 2024, regular meeting.

**Public Comments**

Mr. David Camp, owner of 1149 Hammocks Beach Road shared that he had lived there for over thirty years and saw no reason why there could not be an office on that property.

Mrs. Ramsey stated that they recommended the re-zoning request.

**Adjournment**

On a motion by Mrs. Hancock, seconded by Mr. Vannoy, the meeting was adjourned at 6:00 pm.