

**Town of Swansboro
Planning Board
Regular Meeting Minutes
March 5, 2024**

Call to Order

The meeting was called to order at 5:33 pm. Board members in attendance were Christina Ramsey, Clara Abalos, Sherrie Hancock, Jerry Seddon, Tim Vannoy and Lauren Brown. There was one ETJ vacancy.

Minutes

On a motion by Mr. Vannoy, seconded by Mr. Seddon, the minutes for the January 10, 2024, Special meeting were approved unanimously.

On a motion by Mrs. Abalos, seconded by Mr. Seddon, the minutes for the February 6, 2024, Regular meeting were approved unanimously.

Business

Election of Chair and Vice Chair

In accordance with the Planning Board's General Rules, a Chairman and a Vice-Chairman shall be elected from within the membership by the members.

On a motion by Mr. Vannoy, seconded by Mrs. Abalos and approved unanimously, Christina Ramsey was appointed to serve as Chair.

On a motion by Mr. Vannoy, seconded by Mrs. Brown and approved unanimously, Jerry Seddon was appointed to serve as Vice-Chair.

***Zoning Map Amendment to rezone parcel on Swansboro Loop Road from RA to R20SF
Conditional Zoning***

Planner Correll reviewed that Sand Dollar Homes was seeking a conditional rezoning for 27.287 +/- acres on a parcel of land identified as Tax Parcel ID 019324, from RA (Agricultural Residential) to R-20SF CZ (Single Family Conditional Rezoning) to develop a cluster subdivision. The case was reviewed at the January 10, 2024, special meeting and tabled to the February 6, 2024, regular meeting. The case was again tabled to this meeting. Mrs. Correll shared that the Planning Board had a sixty-day deadline and action needed to be taken with a recommendation to move forward to the Board of Commissioners. If a recommendation was not made, staff would move forward without a recommendation. The legal opinion from the town attorney was provided and has been incorporated into the condition as #6 found below.

The following conditions were reviewed by Planner Correll:

1. A Traffic Impact Analysis meeting the Town's requirements must be completed and approved prior to the preliminary plat (construction drawings) and before the development is heard at the Planning Board.
2. Stormwater methods will be required to route the phase I development stormwater within the development not impacting the wetlands to reduce the amount of stormwater routed to Swansboro Loop Road. (modified)

Additional Conditions were added to address concerns expressed at the required community meetings January 4 and January 5 as well as the Planning Board meeting January 10th.

3. The twenty-five-foot required exterior buffer where there is a natural screen that cannot be seen through the vegetation will remain. Where there is an open field or no vegetation the area will be planted to screen the adjoining neighbors using the type A buffer standard.
4. An additional ten-foot-wide buffer will be required between the proposed 20-foot-wide fire road on the west side of the development adjacent to tax parcels 056584 and 002598. If there is natural screening that cannot be seen through the vegetation will remain, otherwise the type A buffer standard will be used.
5. Construct a 4-foot wooden privacy fence with gates surrounding the lift station with hardy fast-growing shrubs outside the fence to form a hedge meeting ONWASA requirements.
6. Any claim of a 3rd party regarding the applicant's title to the subject property, or the effect of such a claim, if any, on the requested rezoning, is a civil matter between private parties. This would include title conflicts between any existing easements and proposed public streets. The Planning Board's recommendation of approval has no bearing on claims of title to the property, such being outside the authority and jurisdiction of the Planning Board. The Board's recommendation should not be construed as having any effect on title to the property, claims against the property, or the validity of any such claims.

In response to inquiries from the board, the following was clarified by Planner Correll and Josh Johnson Stroud Project Engineer:

- Powell Bill funds are used primarily to resurface municipal maintained roads and Swansboro Loop was a NCDOT maintained road.
- If the traffic engineer determines that a turn lane is necessary, it would be located on Sand Dollars' property and not on the right of way across the street.
- Based on current estimates, Swansboro Loop Road received 4,000 trips within twenty-four hours.
- The ditches and culverts are NCDOT's property to maintain.
- The zoning must be approved before any design can be reviewed on the retention pond.
- The Stormwater permit would accommodate for Phase I and II
- There would not be any development on Lot 32 which contains wetlands to ensure the preservation and, CAMA had established provisions.
- There was no change in the delineation of the isolated wetlands.
- Sidewalks located outside the municipality cannot be improved or added by the town.

During discussion Mrs. Abalos recommended to amend #2 to incorporate phase II.

On a motion by Mr. Seddon and seconded by Mr. Vannoy, the zoning map amendment to rezone the parcel on Swansboro Loop Road from RA to R-20SF CZ was unanimously recommended with six conditions and to incorporate the recommended change to condition #2, as shown above for approval to the Board of Commissioners. The request was found consistent with the comprehensive plan.

Public Comments

Justine Hall of 151 Rooster Run Rd; Johnny Newby of 134 Rooster Run Rd; Stephen Simmons of 407 Tasha Terr all shared the following concerns and were not in favor of the rezoning request.

- Rooster Run being eliminated.
- Stormwater retention
- Traffic on Main Street Extension

Board Comments

Mrs. Ramsey described how pleased she was with Stroud Engineering's patience, open-mindedness, and willingness to work with the Town staff.

Adjournment

On a motion by Mr. Vannoy, seconded by Mr. Seddon, the meeting adjourned at 6:31pm.