

**Town of Swansboro  
Planning Board  
Regular Meeting Minutes  
April 2, 2024**

**Call to Order**

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

**Minutes**

On a motion by Mrs. Abalos, seconded by Mrs. Hancock, the minutes for the March 5, 2024, Regular Meeting were approved unanimously.

**Business**

***Re-zoning Request- 140, 144, 150, 160 Queens Creek Road***

Projects/ Planning Coordinator Brehmer reviewed Emerald Coast, Inc., on behalf of themselves and other property owners had submitted a rezoning request for four parcels located on Queens Creek Road from O/I (Office and Institutional) to B-1 (Business). The areas were further identified as 140 Queens Creek Road containing 0.48 acres (tax parcel ID 1313-88), 144 Queens Creek Road containing one acre (tax parcel ID 1313-87), 150 Queens Creek Road containing 1.35 acres (tax parcel ID 1313-85), and 160 Queens Creek Road containing 5 acres (tax parcel ID 1313-85.1). The total acreage requested for rezoning was +/-7.83 acres. The properties were located within the ETJ.

The applicant was interested in commercial/office/flex space/condos/townhouse. However, the applicant had not requested conditional rezoning and therefore, any uses permitted in the B-1 Zoning District would be applicable if approved.

The Town's Traffic Engineer, Jeff Hochanadel verified that the most recent bidirectional traffic count on Queens Creek Road was from 2019 and was 14,000 trips a day. A significant increase of 2,000 trips from the past count in 2015 which was 12,000 trips a day.

It was also noted that some recent traffic movement improvements have been made along Queens Creek Road and NCDOT had installed a traffic light at the Swansboro High School/ Queens Creek Elementary School entrance.

Mr. Freeman, owner of Emerald Coast Inc spoke representing all owners of the parcels and shared that when he came to the board in 2017 the primary issue was traffic. Mr. Freeman believed that the new traffic light had helped to alleviate some of the congestion. He also expressed his frustration with the O/I restrictive zoning regulations and the impact it had on the ability to sell the property. He understands that the traffic had increased, however, and that was beyond his control.

In response to inquiries from the board, Mr. Freeman clarified the following:

- An alternate road connecting from Highway 24 to Queens Creek Road was previously suggested but the properties that would run through had been purchased and he was unsure if that would still be an option with the new owners.
- The proposed space would be flex space for retail or offices.

Projects/Planning Coordinator Brehmer clarified that in the 2019 the CAMA Land Use Plan update the area was deemed Low Density Suburban Neighborhood.

Mrs. Ramsey shared that it was inconsistent with our current Land Use Plan. She stated that it would be difficult to go against it without any extraordinary circumstances. The traffic lights had helped, but the school population had increased, and the number of cars had increased along with it.

On a motion by Ms. Brown and seconded by Mrs. Ramsey, the re-zoning request- for 140, 144, 150, and 160 Queens Creek Road was not recommended for approval to the Board of Commissioners and it was not found to be consistent with the Future Land Use Plan. The motion was approved unanimously.

***Text Amendment to Section § 152.179 Table of Permitted/Special Uses and § 152.212 Use Standards to enable Food, Beverage & Craft Processing and Production with Retail Sales***  
Planner Correll reviewed a text amendment to enable food, beverage, and craft processing and production with retail sales in the B2HDO and MI zoning districts. Mrs. Correll shared that one of the owners of the proposed business, Dr. Troy Myers, was present to answer questions.

In response to inquiries from the board, Dr. Troy Myers clarified the following:

- They would not be interested in accepting any modifications to the requested text amendment.
- They would handle waste based on what the local requirements were.
- There were no concerns about parking because they felt there were plenty of parking spaces.

On a motion by Ms. Brown and seconded by Mrs. Sherrie Hancock, the text amendment to Section § 152.179 Table of Permitted/Special Uses and § 152.212 Use Standards to enable Food, Beverage & Craft Processing and Production with Retail Sales was found to be consistent with the current Comprehensive Plan and was unanimously recommended for approval to the Board of Commissioners.

***Text Amendment to Section 152.009 (E) Maintenance of the Official Zoning Map***  
Planner Correll reviewed a text amendment to enable the time that official zoning maps are posted to be changed from two weeks to sixty days of notification.

On a motion by Mrs. Abalos, seconded by Mrs. Hancock, the text amendment related to §152.009 (E) Maintenance of the Official Zoning Map was found to be consistent with the current Comprehensive Plan and was unanimously recommended for approval to the Board of Commissioners. was unanimously recommended for approval.

***Text Amendment to Appendix III Historic District Design Standards, Section 3: Roofs***  
Projects/Planning Coordinator Brehmer shared that during the February 20, 2024, Swansboro Historic Preservation Commission meeting, the historic board appointed a subcommittee to review and draft a text amendment to Section: 3 Roofs found in the Historic District Design Standards. This draft was reviewed by the historic board on March 19, 2024.

Project/ Planning Coordinator Brehmer shared that Solar collectors had been removed because the subcommittee felt that it created significant damage when they were installed.

On a motion by Mrs. Ramsey, seconded by Ms. Brown, the text amendment to Appendix III Historic District Design Standards, Section 3: Roofs was found to be consistent with the current Comprehensive Plan and was unanimously recommended for approval to the Board of Commissioners.

***Text Amendment to Appendix III Historic District Design Standards, Section 5: Windows and Doors***

Projects/ Planning Coordinator Brehmer shared that during the February 20, 2024, Swansboro Historic Preservation Commission meeting, the historic board appointed a subcommittee to review and draft a text amendment to section 5: Windows and Doors found in the Historic District Design Standards. This draft was reviewed by the historic board on March 19, 2024.

In response to Inquiries from the board Projects/ Planning Coordinator Brehmer clarified the following:

- There was a list of resources that the town could provide to homeowners, as well as websites with relevant information.
- The Historic Preservation Commission was trying to implement educational opportunities like workshops, as well as educational newsletters.

On a motion by Mrs. Abalos, seconded by Mrs. Hancock, the text amendment to Appendix III Historic District Design Standards, Section 5: Windows and Doors was found to be consistent with the current Comprehensive Plan and was unanimously recommended for approval to the Board of Commissioners.

**Board/Staff Comments**

Planner Corell shared with the board that she would be retiring, and that the May 7, 2024, Planning Board meeting would be her last.

Projects/Planning Coordinator Brehmer informed the board that she would be attending the Floodplain Administrator conference May 5-8, 2024 and would inquired if the next meeting scheduled for Tuesday May 7, 2024 could be moved to Thursday, May 9, 2024, so that she may attend. The board agreed to move the meeting as requested.

Mrs. Ramsey thanked the staff for a well-prepared agenda packet.

**Adjournment**

On a motion by Mrs. Abalos, seconded by Mrs. Hancock, the meeting adjourned at 6:29 pm