

**Town of Swansboro
Planning Board
Special Meeting Minutes
October 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 Jerry Seddon. Clara Abalos and Sherrie Hancock were absent. There was one ETJ vacancy.

Approval of Minutes

On a motion by Mr. Vannoy, seconded by Mr. Seddon, the September 3, 2024, Regular Meeting Minutes were approved unanimously.

Business

Brezza Lofts Special Use Permit- Lot 8 Ward Farm Town Center

Town Planner Brehmer reviewed that ProForma Ward Farm Lot 8 LLC had submitted an application for special use. She shared that Lot 8 of the Ward Farm Town Center was a 1.22-acre parcel and was zoned B-3, Traditional Business. The applicant was asking to construct Townhome Dwellings which were allowed in the B-3 zone with a Special Use Permit. Prior to the Special Use Permit request, the applicant completed the process for the text amendments to the UDO to make the project comply within the requirements needed for the Special Use Permit process and development guidelines outlined in the UDO. Brezza Lofts Site Plan also went through the Technical Review Committee which consists of department heads and staff as well as representatives from ONWASA and they made all necessary changes requested to comply with zoning, building code, and fire code.

The proposed townhomes would consist of 16 units, 4 parking spaces per unit, and a private community pool and would be consistent with the Town Ordinance Section 152.210 Procedure for Special Use Permits and appeared to be consistent with the Future Land Use Map found in the CAMA Land Use Plan Update which labels Ward Farm as a Traditional Town Center.

In response to inquiries from the board, the following was clarified by the Town Planner Brehmer and the applicant Mr. John Plageman from ProForma Ward Farm Lot 8 LLC:

- There would be a homeowner's association.
- The developer indicated that the site plans had a swimming pool, however they are weighing the built upon area, which is a stormwater requirement, but any amenity may be placed in that location. As a neighborhood amenity, the pool would be available to residents only, and there were no parking concerns.
- The civil engineer that had worked on all of Ward Farm had stated that there were no stormwater issues with the stormwater pond capacity and that lot 8 was part of the allocated stormwater that the pond was designed for.
- Residents would be required to park their golf carts in their designated driveways.

On a motion by Mr. Vannoy, seconded by Mr. Seddon the ProForma Ward Farm Lot 8 LLC Special Use Permit was unanimously recommended for approval to the Board of Commissioners and was found consistent with the Comprehensive Plan.

Chairman/Board Thoughts/Staff Comments

None

Adjournment

On a motion by Mr. Vannoy, seconded by Mr. Seddon, the meeting adjourned at 5:49 pm.