

Board Chair:
Rodney Cheek

Planning Director:
Matthew Hoagland



Commissioners' Meeting Room
124 W Elm Street
Graham, NC 27253
February 8, 2024 at 7:00 PM

ALAMANCE COUNTY PLANNING BOARD MINUTES

Virtual-

<https://www.youtube.com/channel/UC1QADkhkyUpac9rMs42imjA>

Members Present

Rodney Cheek
Vaughn Willoughby
Ernest Bare
Bill Poe
Amie Perkins
Lee Isley
Henry Vines

Members Absent

Stephen Dodson
Anthony Pierce
John Paisley

Staff Present

Matthew Hoagland,
Planning Director
Ian Shannon, *Planner II*
Rik Stevens, *County*
Attorney
Michelle Horn, *Assistant*
County Attorney
Brian Baker, *Assistant*
County Manager
Rob Snow, *Environmental*
Health Program Specialist
Ryan Langley,
Environmental Health
Program Specialist

I. CALL TO ORDER

Called to order at 7:03 PM.

II. ROLL CALL

Staff handled roll call through in-person roster.

III. APPROVAL OF PLANNING BOARD MINUTES

1. January 11, 2024 Regular Meeting

Motion to approve: Bill Poe
Second: Ernest Bare
Vote: Unanimous

IV. PUBLIC COMMENTS*

None at this time.

V. BOARD/COMMISSIONER RESPONSES

None at this time.

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VI. NEW BUSINESS

1. Oaths of Office

Planning Board members were sworn in at the same time by Ernest Bare, who is also Mayor of Ossipee. Matthew Hoagland will collect the signed oaths to be put on file with the county clerk.

2. Updating By-Laws and Meeting Procedures

Matthew Hoagland introduced the proposed changes to the by-laws. This included placing old business before new business and new language to stay uniform with the current UDO. He raised a question about changing the meeting time as well. The board agreed that the current meeting time works so they want to keep it as is but they did approve of the other changes.

Motion to make the suggested changes to reflect the UDO and current number of Planning Board members as well as swap old and new business: Vaughn Willoughby

Second: Henry Vines

Vote: Unanimous

In light of the recent motion, Rodney Cheek makes a call to talk about Article 1 in old business before coming back to further new business.

3. Consideration of Clarifying UDO Article 2 Amendments

Matthew introduces the Article 2 changes. Some of the general changes are to make sure that other sections of the UDO are properly references, that "Board of Commissioners" replaces the generic term "governing board," and that a few things are added to keep up with General Statute. Sections 2.1, 2.2, and 2.3 received some language updates. Section 2.4 would see some sections for public records and conflicts of interest. Section 2.5 would reference the UDO. Section 2.6 would expand on the requirements for TRC and give some explanation for decisions.

There were some questions from the board about TRC and if those projects would also need to go to the Planning Board, and if anything like solar or HIDO projects needed to go through TRC as well. It was brought up by Matthew and Brian Baker that solar and HIDO projects already have their own avenues for review so bringing them through TRC would be counter-productive.

Amie Perkins points out 2 other mentions of "governing board" that need changed in 2.1.1 iv and v. There was a few more questions on TRC and if a specific time needed to be stated in

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the UDO. It was decided that if a time was stated then it would require a UDO amendment to change that.

The discussion returned to old business for the lot size subcommittee update.

VII. OLD BUSINESS

1. Consideration of Clarifying UDO Article 1 Amendments

In some general discussion, Henry Vines recommended adding a phrase under 1.2, a number 3 under section b “to protect and preserve farmland.” Bill Poe brought up the fact that that is a big part of the strategic plan and would be a good addition. Amie asked if this was the best section to mention that and Matthew said that adding it would put the UDO more in line with the comprehensive plan. He suggested that an item c for it might be better though. He also brought up that a proposed section e under 1.3 does mention this already but the board agreed that additional language would still be beneficial.

There were some questions on if all of the state regulations were properly mentioned at the end of the proposed 1.3 e. Matthew said he believed they were but would look through and make sure. Under 1.4 d it was questioned if the Farmland Preservation Ordinance should be mentioned. Vaughn and Matthew brought up that that ordinance was separate from the UDO and Planning would not have enforcement of it. Henry asked about HIDO being mentioned under section 1.4 e. Rik Stevens suggested that the words “other enabling authority” could replace “solar energy” and that sections e and f could be combined, then cite 1.4 e later on in the solar energy section of the UDO.

The discussion moves back to new business to discuss Article 2.

2. Lot Size Subcommittee update

The subcommittee met Tuesday at 4pm, their current plan is to make a formal recommendation at the March meeting. Currently they are looking at the minimum lot size standards as well as cluster development options. Vaughn told the board that the subcommittee was trying to be fair and thorough with their recommendation. Bill asked about cluster subdivisions, if the idea was still that lot sizes would be smaller in exchange for more open space. Rodney mentioned that there were two main areas they were looking

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at with cluster options, protecting wildlife and farmland. Bill asked about septic and cluster developments, and Rob Snow answered by saying that most clusters are on community wells. He added that the county permits those but there were also some state regulations that went into that, including monitoring and testing.

Henry mentioned that he had been looking into the cluster option some himself and mentioned one that he found in Maine which had lot sizes around 2 acres but the homes were all clustered together in pockets of 6 or 7 and partially separated by woods. He also said that a focus should be put on impervious surface area and how the lot size could help improve managing that. Matthew said that any of these ideas could be incorporated and that design standards could be established to cover further details.

VIII. ANNOUNCEMENTS/DISCUSSION

Matthew told the board that he will help sort out Anthony and Stephen taking their oaths but if need be it will be on the March agenda.

IX. ADJOURNMENT

Motion to adjourn: Ernest Bare
Second: Vaughn Willoughby
Vote: Unanimous

Adjourned at 8:13pm.