**Caswell County Special Planning Board Meeting**

**March 30, 2021**

**Members Present:**

*Chairman,* Russell Johnston, Jason Daniel, Ron Richmond, Scott Oakley, and Antonio Foster. Also, present: Matthew Hoagland, *Planner,* Ashley Powell, *Administrative Assistant* and Commissioner Oestreicher.

**Members Absent:**

 *Vice Chairman*, Michael Poteat, Don Swann.

**Called to Order**

Chairman Johnston called the March 30, 2021 Planning Board Meeting to order at 1:00 p.m.

**Approval of the Agenda**

Mr. Oakley made a motion to approve the agenda. The motion carried unanimously.

**Public Comments**

This is an Americans with Disabilities Act Request

Dear Planning Director Matthew Hoagland and the Caswell County Commissioners,

Having the threat of lions, tigers, and wolves loose in your neighborhood is an urgent and real concern for those of us on Hughes Mill Road and Ross Acres 1 and 2.

In 2018, Alexandra Black, an intern was attacked (back broken, neck broken, lacerations, and etc.) and killed by a lion at the Conservator’s Center. No alarm went off to warn the neighbors that there was danger, the proper safety protocols were not in place. Law enforcement was called after the lion has his way with the intern. Finally, the law enforcement officers had to shoot the lion to get the intern’s body from it.

Circa February 2021, a Caswell County resident sent a phot, along with her report of a lion loose in her backyard to the Caswell Messenger: <https://www.facebook/100027862053196/post/8216384774884/?sfnsb=mo>

Then, approximately two weekends ago, the wolves attacked a worker at the Conservator’s Center. Once again, no warning that there was danger issued to the residents although law enforcement was called.

How did Caswell County justify putting the Conservator’s Center right in the same neighborhood where you are also entertaining putting an asphalt cement plant?

Is this a coincidence?

What message are you sending the residents who were living there before the Conservator’s Center was forced upon them?

It appears to some people that you are telling the resident’s that their well-being and lives don’t matter.

Please answer my questions and email me a copy of the building permit, as well as the septic and well permit, and any public notices and minutes from the meeting where this project was approved for the Conservator’s Center. This is a North Carolina General Statute 132 request.

Thank you,

Anita Foust

Dear Caswell County Planning Board Director Matthew Hoagland,

Researchers began publishing studies of racial and income disparities in exposure to hazardous waste and proximity to hazardous waste facilities. (Dorceta Taylor)

Some say that Caswell County does not have this problem. Require an Environmental Assessment and Environmental Impact Study to prevent a toxic community.

Please do not put other people’s pollution in the Anderson community including the proposed Burlington North asphalt cement plant.

Thank you,

Myra Blackwell, Antio Mccain, Cushauna Yancey, Cytusse Yancey, and there where 3 more names that where unreadable.

**Approval of November Meeting Minutes**

Mr. Oakley made a motion to approve the January 26, 2021, February 23, 2021 Planning Board minutes. The motion carried unanimously.

**Unfinished Business**

***UDO Articles 4, 5, and 9 160D Revisions***

Mr. Hoagland presented the Board the proposed changes.

**Section 4.3 ~~Establishment of~~ Permit Choice and Vested Rights.**

~~The Board of Commissioners may establish a zoning vested right upon the approval of a site specific development plan in accordance with the requirements of NCGS 153A-344.1.~~

***4.3.1. Permit Choice Applicability***

If a land development regulation is amended between the time a development permit application was submitted and a development permit decision is made or if a land development regulation is amended after a development permit decision has been challenged and found to be wrongfully denied or illegal, G.S. 143-755 applies.

***4.3.2. Establishment of Vested Rights***

Pursuant to NCGS 160D-108, a person claiming a statutory or common law vested right may submit information to substantiate that claim to the UDO Administrator, or their designee, who shall make an initial determination as to the existence of a vested right. That determination may be appealed to the Board of Adjustment pursuant to NCGS 160D-405. On appeal the existence of a vested right shall be reviewed de novo. In lieu of seeking such a determination, a person claiming a vested right may bring an original civil action as provided by NCGS 160D-1403.1

***4.3.3. Duration of Vested Rights***

***4.3.3.1.*** Upon issuance of a development permit, the statutory vesting granted for a development project is effective upon filing of the application in accordance with NCGS 143-755, for so long as the permit remains valid pursuant to law. Unless otherwise specified by this section or other statute, local development permits expire one year after issuance unless work authorized by the permit has substantially commenced. For the purposes of this section, a permit is issued by the UDO Administrator or their designee, or by the applicable governmental agency as a court directive. Except where a longer vesting period is provided by statute or land development regulation, the statutory vesting granted by this section, once established, expires for an uncompleted development project if development work is intentionally and voluntarily discontinued for a period of not less than 24 consecutive months, and the statutory vesting period granted by this section for a nonconforming use of property expires if the use is intentionally and voluntarily discontinued for a period of not less than 24 consecutive months. The 24-month discontinuance period is automatically tolled during the pendency of any board of adjustment proceeding or civil action in a state or federal trial or appellate court regarding the validity of a development permit, the use of the property, or the existence of the statutory vesting period granted by this section. The 24-month discontinuance period is also tolled during the pendency of any litigation involving the development project or property that is the subject of the vesting.

***4.3.3.2.*** Where multiple local development permits are required to complete a development project, the development permit applicant may choose the version of each of the local land development regulations applicable to the project upon submittal of the application for the initial development permit. This provision is applicable only for those subsequent development permit applications filed within 18 months of the date following the approval of an initial permit. For purposes of the vesting protections of this subsection, an erosion and sedimentation control permit or a sign permit is not an initial development permit.

***4.3.3.3.*** A site-specific vesting plan consists of a plan submitted to the Planning Department in which the applicant requests vesting pursuant to NCGS 160D-108.1, describing with reasonable certainty on the plan the type and intensity of use for a specific parcel or parcels of property. Such a plan, if approved, shall confer a vested right for a period of two (2) years. The plan may be in the form of, but not be limited to, any of the following plans or approvals: a planned unit development plan, a subdivision plat, a preliminary or general development plan, a special use permit, a conditional district zoning plan, or any other land-use approval designation as may be utilized by Caswell County. A vested right for a site-specific shall not be extended by any amendments or modifications to a site-specific vesting plan unless expressly provided by a vote of the Planning Board. However, such a vote may not extend the vesting period to a time exceeding five (5) years.

***4.3.3.4.*** A vested right obtained under this section is not a personal right, but attaches to and runs with the applicable property. After approval of a site-specific vesting plan, all successors to the original landowner are entitled to exercise these rights.

***4.3.3.5.*** An approved multi-phase development plan, which is a development containing 25 acres or more that is both of the following: (A) Submitted for development permit approval to occur in more than one phase, and (B) Subject to a master development plan with committed elements showing the type and intensity of use of each phase, shall receive a vested right of up to seven years.

***4.3.3.6.*** An applicant may establish a vested right for any agreed-upon period of time if a development agreement is made between them and the Board of Commissioners pursuant to NCGS 160D Article 10.

***Section 4.3.4 Statutory Reference***

Any provisions of vested rights not be covered in this section shall be incorporated by statutory reference to NCGS 160D-108 and 160D-108.1

***4.5.8. Change in  ~~Conditional~~ Special*** ***Use Permit.***

An application to materially change a ~~conditional~~ special use permit once it has been issued must first be submitted, reviewed, and approved in accordance with Section 4.5.3 and 4.5.4, including payment of a fee in accordance with the fee schedule approved by the Board of Commissioners.

***4.5.9. Implementation of ~~Conditional~~ Special Use Permit.***

A ~~conditional~~ special use permit, after approval by the Board of Adjustment upon recommendation of the Planning Board shall expire six months after the approval date if work has not commenced or in the case of a change of occupancy the business has not opened; however, it may be, on request, continued in effect for a period not to exceed six months by the UDO Administrator. No further extension shall be added except on approval of the Board of Adjustment. If such use or business is discontinued for a period of 12 months, the ~~conditional~~ special use permit shall expire. Any expiration as noted or any violation of the conditions stated on the permit shall be considered unlawful and the applicant will be required to submit a new ~~conditional~~ special use application to the appropriate agencies for consideration and the previously approved ~~conditional~~ special use permit shall become null and void.

**Section 5.1 Establishment of Zoning Districts.**

In accordance with the requirements of NCGS ~~153A-342~~ 160D-703 that zoning regulation be by districts, the Hyco Lake area, as shown on the Hyco Lake Zoning Map, is hereby divided into districts which shall be governed by all of the uniform use and dimensional requirements of this Ordinance.

The purposes of establishing the zoning districts are:

* To implement adopted plans;
* To promote public health, safety, and general welfare;
* To provide for orderly growth and development;
* To provide for the efficient use of resources;
* To facilitate the adequate provision of services.

**Section 5.2 Interpretation.**

Zoning districts have uses specified as permitted by right, ~~conditional~~ special uses, and uses permitted with supplemental regulations. Detailed use tables are provided in Section 5.4 showing the uses allowed in each district. The following describes the processes of each of the categories that the uses are subject to:

* + **Permitted by Right**: Administrative review and approval subject to district provisions and other applicable requirements only.
	+ **Permitted with Supplemental Regulations**: Administrative review and approval subject to district provisions, other applicable requirements, and supplemental regulations outlined in Article 6.
	+ **~~Conditional~~ Special Uses**: Board of Adjustment review and approval of ~~Conditional~~ Special Use Permit subject to district provisions, other applicable requirements, and conditions of approval as specified in Section 4.5. Some ~~Conditional~~ Special Uses may also be subject to supplemental regulations outlined in Article 6.

**Section 5.3 Primary Zoning Districts.**

For the purposes of this Ordinance, the Hyco Lake area of Caswell County, North Carolina is hereby divided into the following primary zoning districts: Resort Residential District (RR), Recreation Business District (RB), and Industrial Park District (IP).

**Section 5.4 Table of Permitted/~~Conditional~~ Special Uses.**

| P - Permitted Use ~~PS~~ PR - Permitted Use with Supplemental Regulations~~C - Conditional Use~~ S – Special Use ~~CS~~ SR - ~~Conditional~~ Special Use with Supplemental Regulations |
| --- |
|  | *Primary Zoning Districts* | *Supplemental Regulations* |
| *Uses* | RR | RB | IP |
| Accessory buildings and uses that are customary and incidental to the permitted uses  | P | P | P |  |
| Amusement parks, including outdoor rides, bowling alleys, miniature golf, swimming pools and bathhouses, dance halls |  | P |  |  |
| Church | ~~CS~~ SR |  |  | Section 6.2 |
| Church cemeteries | ~~CS~~ SR |  |  | Section 6.3 |
| Commercial cemeteries | ~~CS~~ SR |  |  | Section 6.4 |
| Commercial marinas for the launching, storage, rental, sale and repair of boats |  | P |  |  |
| Community, county, or municipal sewage treatment plants or water treatment plants | ~~CS~~ SR |  |  | Section 6.5 |
| Community, county, or municipal water or sewage pumping stations | ~~CS~~ SR |  |  | Section 6.6 |
| Construction yards |  |  | P |  |
| Country clubs | ~~CS~~ SR |  |  | Section 6.7 |
| Customary home occupations | ~~CS~~ SR |  |  | Section 6.8 |
| Day nurseries and kindergartens | ~~CS~~ SR |  |  | Section 6.9 |
| Dwelling, manufactured home (on individual lot with permanent foundation) | ~~C~~ S |  |  |  |
| Dwelling, single-family (exclusive of tents and mobile campers) | P |  |  |  |
| Dwelling, two-family and garage apartments | ~~CS~~ SR |  |  | Section 6.10 |
| Electrical products, sales |  |  | P |  |
| Family care home | ~~PS~~ PR |  |  | Section 6.19 |
| Farm machinery, sales |  |  | P |  |
| Fire stations | ~~CS~~ SR |  |  | Section 6.11 |
| Fishing and hunting lodges |  | P |  |  |
| Gasoline or fuel oil storage |  |  | ~~C~~ S |  |
| Golf courses, exclusive of miniature golf courses | ~~CS~~ SR |  |  | Section 6.7 |
| Group camp area | ~~CS~~ SR |  |  | Section 6.12 |
| Homes for the aged, clinics, sanitariums | ~~CS~~ SR |  |  | Section 6.13 |
| Industrial research |  |  | P |  |
| Industrial uses not otherwise listed |  |  | ~~C~~ S |  |
| Institutional facilities |  |  | P |  |
| Laboratories for testing |  |  | P |  |
| Lakeside camping area | ~~CS~~ SR |  |  | Section 6.14 |
| Machine shops |  |  | P |  |
| Motels |  | P |  |  |
| Parks, picnic areas, public swimming areas, and locations for public access and boat launching, provided that no commercial facilities be established | ~~C~~ S |  |  |  |
| Printing establishments |  |  | P |  |
| Public and private schools | ~~CS~~ SR |  |  | Section 6.7 |
| Public utilities |  |  | P |  |
| Radio, television, and microwave towers and relay stations, offices and studios in conjunction with said towers |  | ~~CS~~ SR |  | Section 6.15 |
| Repair shops |  |  | P |  |
| Restaurants |  | P |  |  |
| Riding stables | ~~CS~~ SR |  |  | Section 6.16 |
| Sale of souvenirs, fishing equipment, food and drinks, sporting goods, and gasoline and oil |  | P |  |  |
| Service stations |  | P |  |  |
| Shopping centers with retail sales stores, personal services, and offices |  | P |  |  |
| Signs | ~~CS~~ SR |  |  | Section 6.17 |
| Solid Waste Convenience Centers | ~~PS~~ PR |  |  | Section 6.22 |
| Storage warehouses |  |  | P |  |
| Swimming clubs | ~~CS~~ SR |  |  | Section 6.7 |
| Temporary camporee (nonprofit youth organization) | ~~CS~~ SR |  |  | Section 6.18 |
| Textile plants |  |  | P |  |
| Tobacco warehouses |  |  | P |  |
| Welding fabrication |  |  | P |  |
| Wholesale establishments |  |  | P |  |
| Woodworking shops |  |  | P |  |

***9.20.20.1*** Each park occupant shall comply with all applicable requirements of the Caswell County Manufactured Home Siting Regulations (Article 9, Part II).

***9.20.20.2*** It shall be the responsibility of each manufactured home owner to keep their manufactured home in good repair and sanitary conditions. In instances when a manufactured home falls into a state of disrepair, is condemned by the county Building Inspector, or becomes a nuisance, it shall be the responsibility of the manufactured home owner to remedy the violation by repairing, removing, or replacing it. If the manufactured home owner has vacated the property, or is otherwise unable to remedy the violation, the responsibility shall fall to the manufactured home park owner.

***9.21.3.2.*** Skirting requirements shall not apply to manufactured homes used for seasonal farm workers or ~~for a direct family member when placed on existing lots~~ when placed on the existing lot alongside the residence of a direct family member. However, if a future subdivision causes the exempted manufactured home to exist on its own lot, it shall then be made to comply with permanent skirting requirements. For cases where individuals set up a manufactured home for temporary use while in the process of constructing a stick-built home, a masonry style foundation is not required given that the following conditions are applied:

***9.21.5. Manufactured Home Condition***

It shall be the responsibility of each manufactured home owner to keep their manufactured home in good repair and sanitary conditions. In instances when a manufactured home falls into a state of disrepair, is condemned by the county Building Inspector, or becomes a nuisance, it shall be the responsibility of the manufactured home owner to remedy the violation by repairing, removing, or replacing it.

***~~9.25.2.9. Fees.~~*** ~~All applicants with a County-approved Tower Antenna Use Application will pay to the County an annual Use Fee at the rate of $500 per 100 feet of tower or any part thereof. The Use Fee shall be paid to the County at initial approval and at each anniversary thereafter. The Use Fee payment shall be accompanied by a signed statement by an officer of the company identifying the calculation of the payment.~~

***9.26.2.1.1.*** Towers must be set back a distance equal to ~~125%~~ 100% of the height of the tower from any structure, property line, public highway, road, or public gathering place. The setback distance shall be measured from the center of the tower base and radiate out 360 degrees. A professional engineering certification shall be required, which states that the structure's construction will cause the tower to crumble inward thereby mitigating any risk to adjacent structures.

***9.26.2.1.2.*** Any towers over 100 feet in height may not be located within a one half (1/2) mile radius of any other tower described in this Ordinance.

***~~9.26.11. Collocation Agreement.~~*** ~~All applicants for Wireless Communications Facilities are required to submit a statement with the application agreeing to allow and reasonably market collocation opportunities to other Wireless Communications Facility users and at commercially reasonable rates. The statement shall include the applicant's policy regarding collocation of other providers and the methodology to be used by the applicant in determining reasonable rates to be charged to other providers. The Collocation Agreement shall be considered a condition of issuance of a Tower Antenna Application (TAA). A TAA shall not be issued unless the applicant complies with the collocation policy outlined in Section 9.29, (Shared Facilities and Collocation Policy) of this Ordinance.~~

***9.42.1.1.*** Only be allowed on a parcel of land for ~~fewer than~~ up to 180 consecutive days. ~~and can only~~ A temporary placement permit must be permitted once every 365 days~~; only one permit may be issued~~ for a single parcel of land ~~every 365 days~~. If an RV remains occupied on a parcel of land for more than 180 consecutive days, or is situated to be used as a permanent residence, then the temporary placement permit shall be revoked and not issued again for a period of 365 days.

***9.48.1.*** The ~~Planning Board~~ Board of Adjustment may authorize a variance from these regulations when, in its opinion, undue hardship may result from strict compliance.

***9.48.2.*** In granting any variance, the ~~Planning~~ Board shall hold a quasi-judicial public hearing. The ~~Planning~~ Board shall take into account the nature of the proposed subdivision, the existing use of land in the vicinity, the existing environmental conditions, the number of persons to reside or work in the proposed subdivision, and the probable effect of the proposed subdivision upon traffic conditions in the vicinity.

***~~9.48.3.~~*** ~~No variances shall be granted unless the Planning Board finds:~~

***~~9.48.3.1.~~*** ~~That there are special circumstances or conditions affecting said property such that the strict application of the provisions of this section would deprive the applicant of the reasonable use of his land; and~~

***~~9.48.3.2.~~*** ~~That the circumstances are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of these regulations; and~~

***~~9.48.3.3.~~*** ~~That the granting of the variance will not be detrimental to the public health, safety, and welfare, or injurious to other property in the territory in which said property is situated.~~

***9.48.3.*** When unnecessary hardships would result from carrying out the strict letter of a zoning regulation, the Board of Adjustment shall vary any of the provisions of the zoning regulation upon a showing of all of the following:

***9.48.3.1.*** Unnecessary hardship would result from the strict application of the regulation. It is not necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.

***9.48.3.2.*** The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance. A variance may be granted when necessary and appropriate to make a reasonable accommodation under the Federal Fair Housing Act for a person with a disability.

***9.48.3.3.*** The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance is not a self-created hardship.

***9.48.3.4.*** The requested variance is consistent with the spirit, purpose, and intent of the regulation, such that public safety is secured and substantial justice is achieved.

**Section 9.49 Appeals.**

Appeals from decisions of the UDO Administrator shall be taken to the ~~Planning Board~~ Board of Adjustment in accordance with Section 4.2. Appeals from the administrative decisions of the Planning Board shall be taken to the ~~Caswell County Board of Commissioners;~~ Board of Adjustment in accordance with Section 4.2. ~~appeals~~ Appeals from the quasi-judicial decisions of the Planning Board shall be taken to the Court of Record as provided by Law (see ~~Section 4.7~~ subsection 4.2.12.2.). Appeals shall be filed within thirty (30)days from the date of the respective order or decision is issues.

After a brief discussion. The Board suggested the following changes to Article 4, which states: “***Section 4.3.4 Statutory Reference*** Any provisions of vested rights not be covered in this section shall be incorporated by statutory reference to NCGS 160D-108 and 160D-108.1.” (Highlighted in Blue in the proposed changes above)

Mr. Oakley made a motion to approve Articles 4, 5, and 6 as written with one addition today. The motion carried unanimously.

**New/Other Business**

***UDO Article 10 and Appendix A 160D Compliance***

Mr. Hoagland stated the proposed changes are made based on the guidelines of 160D and upon the recommendation of the County Attorney. These proposed changes would shift the Watershed Review Board responsibilities from the Planning Board to the Board of Adjustments since it involves appeal and variance procedures.

**Article 10**

***10.10.6.2.2.*** The Watershed Administrator shall notify in writing each local government having jurisdiction in the watershed and the entity using the water supply for consumption. Such notice shall include a description of the variance being requested. Local governments receiving notice of the variance request may submit comments to the Watershed Administrator prior to a decision by the Watershed Review Board. Such comments shall become a part of the record of proceedings of the Watershed Review Board.

***10.10.6.2.3.3.*** ~~That in granting the variance, the public safety and welfare have been assured and substantial justice has been done. The Board shall not grant a variance if it finds that doing so would in any respect impair the public health, safety, or general welfare.~~

That in granting the variance, the project will ensure equal or better protection of waters of the State than the requirements of Rule 15A NCAC 02B .0621-.0624 and that the stormwater controls will function in perpetuity.

***10.16.2.1. Requirements for Variances.*** Persons who wish to undertake prohibited uses may pursue a variance. The Caswell County ~~Planning~~ Watershed Review Board may grant minor variances. For major variances, Caswell County shall prepare preliminary findings and submit them to the Division of Water Quality, 401 Oversight Express Permitting Unit, or its successor for approval by the Environmental Management Commission. The variance request procedure shall be as follows:

***10.16.2.1.1.*** For any variance request, the Caswell County ~~Planning~~ Watershed Review Board shall make a finding of fact as to whether there are practical difficulties or unnecessary hardships that prevent compliance with the riparian buffer protection requirements. A finding of practical difficulties or unnecessary hardships shall require that the following conditions are met:

***10.16.2.1.1.1.*** If the applicant complies with the provisions of this Ordinance, he/she can secure no reasonable return from, nor make reasonable use of, his/her property. Merely proving that the variance would permit a greater profit from the property shall not be considered adequate justification for a variance. Moreover, the Caswell County ~~Planning~~ Watershed Review Board shall consider whether the variance is the minimum possible deviation from the terms of this Ordinance that shall make reasonable use of the property possible;

***10.16.2.2. Minor Variances.*** A minor variance request pertains to activities that will impact only Zone Two of the riparian buffer. Minor variance requests shall be reviewed and approved based on the criteria in Section 10.16.1.1 through Section 10.16.1.3 by the Caswell County ~~Planning~~ Watershed Review Board pursuant to NCGS ~~153A‑Article 18, or GS 160A‑Article 19~~ 160D. The Caswell County ~~Planning~~ Watershed Review Board may attach conditions to the variance approval that support the purpose, spirit, and intent of the riparian buffer protection program. Request for appeals to decisions made by the Caswell County ~~Planning~~ Watershed Review Board shall be made in writing to the Director of the Division of Water Quality c/o the 401 Oversight Express Permitting Unit, or its successor. The Director's decision is subject to review as provided in GS 150B Articles 3 and 4.

**Appendix A**

***Board of Adjustment***

The body duly established by the Caswell County Board of Commissioners ~~shall act as the Board of Adjustment and~~ shall preside over all quasi-judicial matters.

***Bona Fide Farm***

Land being used for farm purposes as defined in NCGS ~~153A-340~~ 160D-903. Proof that property functions as a farm may include one of the following: (1) a farm sales tax exemption certificate; (2) a copy of the property tax listing showing that the farm qualifies for the present-use-value property taxation that applies to agricultural, horticultural, and forestry uses; (3) a copy of the farm operator’s federal income tax form that demonstrates farm activity; (4) a forestry management plan~~; or (5) a farm identification number issued by the US Department of Agriculture~~.

***Clerk, Watershed Review Board***

The Clerk ~~to the Planning Board shall serve as Clerk~~ to the Watershed Review Board~~.~~ shall be appointed by the Watershed Review Board according to their Rules of Procedure.

***Watershed Review Board***

The Caswell County ~~Planning~~ Board of Adjustment shall serve as the Watershed Review Board and is given those powers pursuant to this Ordinance and applicable state law.

Mr. Foster made a recommendation to add the word “shall” to the Board of Adjustment definition in Appendix A. (Highlighted in blue in the proposed changes above)

Mr. Oakley made a motion to approve the proposed changes to Article 10 and the changes made today Appendix A. The motion carried 3-1.

***UDO Amendment Recommendations to Commissioners***

Mr. Hoagland presented the Board with two drafted letters to be submitted to the Caswell County Board of Commissioner. The statements are listed below:

By an affirmative vote of the Caswell County Planning Board during our February 23, 2021 regular meeting, we recommend the adoption of amendments as revised to Articles 1, 2, 3, and 6 of the Caswell County Unified Development Ordinance. We determine that these changes are consistent with existing land use regulations as well as the provisions of North Carolina General Statute 160D. We note the importance of incorporating these changes before the state-imposed deadline of July 1, 2021 and respectfully ask for your adoption.

By an affirmative vote of the Caswell County Planning Board during our March 30, 2021 special meeting, we recommend the adoption of amendments as revised to Articles 4, 5, 8, 9, 10 and Appendix A of the Caswell County Unified Development Ordinance. We determine that these changes are consistent with existing land use regulations as well as the provisions of North Carolina General Statute 160D. We note the importance of incorporating these changes before the state imposed deadline of July 1, 2021 and respectfully ask for your adoption.

Mr. Foster made a motion for the Chairman to represent the Board in his signature to the changes that are be presented to the Board of Commissioners. The motion carried unanimously.

***Watershed Review Board Appeals Hearing Preparation***

Mr. Hoagland stated that at the next regularly scheduled Planning Board Meeting there will be an appeal hearing and there are roughly 46-48 appeals to be heard as the Watershed Review Board. He also suggested that the Board look at 160D-405 and 160D-406 to refresh themselves on quasi-judicial procedures. He also stressed the importance of not discussing the specifics of any appeals prior to the meeting. That would be a violation of ex-parte communication laws. He also informed the Board that they will have an attorney present at the appeals to provide them with assistance. Board members asked Mr. Hoagland if they would be able to have training like the Board of Adjustment members did. Mr. Hoagland responded he wasn’t sure if that could be arranged but he will ask the county manager.

**Adjournment**

Mr. Foster made a motion at 2:26 to adjourn the March 30, 2021 Special Planning Board Meeting. The motion carried unanimously.