

**TOWN OF UNIONVILLE
PLANNING BOARD
MINUTES OF REGULAR MEETING**

The Planning Board of the Town of Unionville met on Tuesday, September 5, 2023, at Unionville Volunteer Fire Department #22, 3229 Concord Highway, Monroe, NC. Board members Jerry Adams, Roddie Baucom, Steve Outen, Barry Baucom, Doug Helms and Alternates JR Hayes and Lana Kirkpatrick were present. Absent was Matt Price and Devin Clontz.

Everyone stood and recited the Pledge of Allegiance to the United States flag, after which Chairman Adams asked Roddie Baucom to lead the prayer of invocation. Chairman Adams called Alternate JR Hayes to take Matt's seat. He then welcomed everyone and called the meeting to order at 7:31 p.m. At this time, Land Use Administrator Gaddy administered the Oaths of Office to Lana Kirkpatrick. Chairman Adams then called Lana Kirkpatrick to sit in for Devin Clontz.

Chairman Adams brought forward the consideration of the minutes of the August 7, 2023, Regular Meeting. After a motion duly made by Steve Outen, seconded by Roddie Baucom, the Board unanimously approved the minutes from the August 7, 2023, Regular Meeting.

In the next item of business, Chairman Adams opened the floor for the consideration of Subdivision #SUB-23-07 for five new lots out of four original lots on New Salem Road, including three lots with easements. Land Use Administrator Gaddy stated that it was part of the subdivision Brian Benton has brought to us on New Salem Road. There were five new lots out of four existing lots. This is separate from the prior subdivision Planning Board recently approved. They are doing minor subdivisions of no more than five lots with no improvements. There are three lots that have easements, and they each go to separate original lots. According to the Land Use Plan in Section 211 a parcel must have road frontage unless it meets the requirements of Section 220. Section 220 stipulates that a parcel without road frontage must have at least two acres, a dedicated 20-foot easement, and there can only be two easements coming out of the same tract. Land Use Administrator Gaddy advised the Board that Public Works had approved the subdivision, but they were still waiting for a response from Environmental Health. She recommended that if the Board approved the subdivision, it should be contingent on approval from Union County Environmental Health. Brian Benton, the property owner, was in attendance and shared that there were four existing lots that were being subdivided to develop five new lots. He showed the Board the different parcels on the map. Land Use Administrator also showed the Board the GIS map to show the subdivisions. Doug Helms asked Mr. Benton if there would be more subdivisions. Brian Benton advised the Board that this would be the last subdivision for this area. JR Hayes asked if the easements had been recorded. Brian Benton said that they would not be recorded until the subdivision was approved. He said that the original parcels were owned by the same person and did not have easements. In order to comply with the ordinance, they had easements added. Steve Outen asked Land Use Administrator for her staff recommendation. Land Use Administrator Gaddy said she recommended approval because it meets ordinance requirements, but the approval should be contingent on Union County's approvals. Roddie Baucom made a motion that the Planning Board approve Subdivision SUB-23-07 contingent on approval from Union County. Barry Baucom seconded the motion and it passed unanimously.

In other business, Jimmy Funderburk was in attendance. He had a subdivision with an easement on Lawyers Road that was approved in the past, but they are now adding a water line easement. In order to reflect the water line easement, the Board must review it and re-approve the subdivision with a waterline easement. Land Use Administrator Gaddy stated that there were no other changes to the property and recommended the approval since the parcel still met the requirements in the ordinance. Upon a motion made by Steve Outen, seconded by JR Hayes, the subdivision with waterline easement was unanimously approved.

There being no other business, the meeting was adjourned at 7:43 pm.

Respectfully submitted,

Melody Braswell, Deputy Clerk