

# Town of Unionville Planning Board

## Regular Meeting

### Meeting minutes

The Planning Board of the Town of Unionville met on Monday, February 3, 2025, at Unionville Town Hall, 1102 Unionville Church Road, Monroe, NC. Board members Matt Price, Steve Outen, Barry Baucom, Devin Clontz, JR Hayes, and Doug Helms were present. Absent were Roddie Baucom and Alternates Will Crook and Lana Kirkpatrick.

### **Pledge of Allegiance to the United States flag**

Chairman Price led the Pledge of Allegiance to the flag of the United States of America.

### **Invocation**

Chairman Price led the invocation.

### **Welcome and Call to Order**

Chairman Matt Price welcomed everyone to the meeting and called it to order.

### **Approval of minutes of the October 7, 2024 regular meeting**

Chairman Price asked if everyone had an opportunity to review the minutes from the October 7, 2024 regular meeting. He inquired if there was any discussion, questions, or concerns about the minutes.

*Motion: Barry Baucom made a motion to accept the minutes. Steve Outen seconded the motion.*

The motion passed unanimously with a vote of 6-0.

### **Recommendation for Expiring Terms**

#### **Barry Baucom – Second Term expires March 2025**

Chairman Price noted that Barry Baucom's second term would expire in March 2025, and this would be his last meeting.

#### **Roddie Baucom – First Term expires February 2025**

It was mentioned that Roddie Baucom had already stepped down, and his position had been vacated.

#### **Devin Clontz – First Term expires February 2025**

Chairman Price confirmed with Devin Clontz that he would accept the responsibility of serving a second term.

The board then engaged in a lengthy discussion about filling the vacant positions and making recommendations to the council. Initially, there were several motions and seconds made, without voting. After some clarification and rescinding of previous motions, the board proceeded to make individual recommendations for each position.

*Motion: Barry Baucom made a motion to recommend Will Crook to take Barry Baucom's spot on the board. Steve Outen seconded the motion.*

The motion passed unanimously.

*Motion: Doug Helms made a motion to recommend Lana Kirkpatrick to take Roddie Baucom's spot on the board. JR Hayes seconded the motion.*

The motion passed unanimously.

*Motion: JR Hayes made a motion to recommend Devin Clontz to serve a second term in his current spot. Steve Outen seconded the motion.*

The motion passed unanimously.

*Motion: Devin Clontz made a motion to recommend Jerry Adams for the second position of alternate. Doug Helms seconded the motion.*

The motion passed unanimously.

The board decided to address the remaining alternate spot at the next month's meeting.

## **Consideration of Text Amendment #TC-24-01, adding language to protect trees during development**

Sonya Gaddy, the Land Use Administrator, presented the text amendment TC-24-01, which aims to protect trees during development. She explained that the amendment would apply to commercial development and major subdivisions (over six lots). The amendment focuses on preserving trees in setback areas and requires inventorying and replanting of trees 12 inches or greater in diameter at breast height if they are removed.

Gaddy clarified that the amendment only applies during the development stage and not after a house is built and sold. She also mentioned that this amendment is similar to what the county already has in place.

The board discussed the amendment and its implications. Doug Helms sought clarification on whether it would affect individual property owners clearing land for personal use, which Gaddy confirmed it would not.

After discussion, the board prepared to make a recommendation to the council.

*Motion: Barry Baucom made a motion to recommend the text amendment as written in Section 315, stating, "We find that the text submitted is reasonable and in the public interest and is consistent with the town's land use plan adopted 06/20/2022." Matt Price seconded the motion.*

The motion passed unanimously.

Sonya Gaddy informed the board that the text amendment would be sent to the council, who would then hold a public hearing, likely on March 17, to gather community input before making a final decision.

## **Other business**

Sonya Gaddy announced her retirement at the end of the year and introduced Melody Braswell as her recommended successor for the positions of clerk, tax collector, and land use administrator. Gaddy explained that Braswell is currently training with her and will be attending classes to obtain necessary certifications.

The board congratulated both Gaddy on her retirement and Braswell on her new position.

## **Adjournment**

*Motion: Doug Helms made a motion to adjourn the meeting. Steve Outen seconded the motion.*

The motion passed unanimously, and Chairman Price adjourned the meeting.

Respectfully submitted,

Melody Braswell, Deputy Clerk

Note: These minutes were drafted with the assistance of Clerk Minutes by HeyGov. All content was reviewed and approved by the Deputy Clerk prior to submission.