

# April 2025 Planning Board Meeting

## Meeting minutes

The Planning Board of the Town of Unionville met on Monday, April 7, 2025, at Unionville Town Hall, 1102 Unionville Church Road, Monroe, NC. Board members Matt Price, Steve Outen, Lana Kirkpatrick, Will Crook, Devin Clontz, JR Hayes, and Alternate Jerry Adams were present. Absent was Doug Helms.

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

Chairman Steve Outen led the Pledge of Allegiance to the United States Flag.

### **Invocation**

Chairman Steve Outen called on Lana Kirkpatrick to lead the invocation.

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

Chairman Steve Outen called the meeting to order and welcomed everyone present at 7:31 p.m. He emphasized the importance of board members speaking up during discussions to ensure everyone in the audience could hear.

### **Oaths of Office to Members Devin Clontz, Will Crook and Lana Kirkpatrick and Alternate Jerry Adams**

Town Clerk/Tax Collector/Land Use Administrator Sonya Gaddy administered the oath of office to new members Devin Clontz, Will Crook, and Lana Kirkpatrick. She then administered the oath to alternate Jerry Adams. Each member placed their left hand on the Bible, raised their right hand, and repeated the oath after Sonya Gaddy.

### **Consideration of Minutes of the February 3, 2025 Regular Meeting**

Chairman Steve Outen asked for a motion to accept the minutes of the previous meeting.

*Matt Price made a motion to accept the minutes as written. Devin Clontz seconded the motion.*

The motion passed unanimously.

### **Consideration of Major Subdivision #23-08, Martin Ridge Subdivision, 17 Lots on Parcel Number 09174003C, Located on Concord Highway Near Ridge Road**

Chairman Steve Outen introduced the item, noting that staff had spent considerable time reviewing the application with Mr. McGee. He then called on staff to present information about the subdivision.

Sonya Gaddy explained that because it had been several years since a major subdivision was reviewed, Melody Braswell had prepared a PowerPoint presentation to educate the board on the process.

Melody Braswell presented an overview of the major development process, including:

- The application process involving Union County and North Carolina departments.
- The planning board's role in reviewing major developments.
- The three main considerations for the planning board: completeness of the application, compliance with the land use ordinance, and approval of the permit.
- The two-step process for subdivisions with 20 or fewer lots.

- The final plat approval process.

Sonya Gaddy then provided specific information about the Martin Ridge Subdivision application:

- The application was received in October 2023.
- Union County Environmental Health and Public Works had reviewed the application.
- The application was determined to be complete and compliant.
- The subdivision is in RA-40 zoning, with all lots exceeding the 40,000 square foot minimum.
- The subdivision will have one road serving all 17 lots, ending in a cul-de-sac.
- The application, if approved, would be valid for one year with possible 6-month extensions.

Ryan McGee, representing the applicant, explained that the main conditions from the county involved obtaining a state permit for the water line and securing a bond from NCDOT.

Board members asked several questions:

- Devin Clontz sought clarification on the RA-40 zoning requirements.
- JR Hayes inquired about septic systems and drain fields.
- Matt Price asked about the implications if the bond was not issued.
- JR Hayes expressed concern about the ingress/egress on Highway 601 and potential traffic issues.

Ryan McGee clarified that Lot 17 would not be part of the housing community and might be rezoned for future use. Sonya Gaddy added that this portion is included in the future land use map as potential commercial property.

After discussion, Chairman Steve Outen called for three separate votes:

- On the completeness of the application:

*Matt Price made a motion that the application is complete. JR Hayes seconded the motion.*

The motion passed unanimously.

- On the compliance of the application:

*JR Hayes made a motion that the application is compliant. Jerry Adams seconded the motion.*

The motion passed unanimously.

- On the approval of the application:

*Matt Price made a motion that the planning board finds that the major subdivision development permit submitted is reasonable and in the public's interest and is consistent with the town's land use plan adopted June 20, 2022. Devin Clontz seconded the motion.*

The motion passed unanimously.

## **Recommendation of Planning Board Alternate Position. Applications Include Mark Arrowood, Annette Harris, Alex Walker and Whitney Wall**

Chairman Steve Outen invited each applicant to speak about themselves and their interest in serving on the planning board.

Mark Arrowood spoke about his 45 years of residency in Unionville and his experience in the construction industry. He expressed a desire to help control growth in the community.

Annette Harris discussed her deep roots in Unionville and her commitment to preserving the town's character while making good decisions for the future.

Alex Walker mentioned his local upbringing and preference for maintaining the area's rural nature.

Whitney Wall spoke about her family's long history in the area, her business experience, and her desire to balance development with preserving Unionville's small-town charm.

Two additional applicants, Brian Reiland and Jason Allen, who had submitted applications that day, were also invited to speak.

Brian Reiland discussed his military background, experience in construction and land development, and his desire to preserve Unionville's character while enforcing existing ordinances.

Jason Allen spoke about his lifelong connection to Unionville, his law enforcement background, and his interest in allowing certain changes while preserving the town's essence.

After hearing from all applicants, Chairman Steve Outen made a motion to recommend Annette Harris for the alternate position, citing her early application and the benefit of diversity on the board.

*Chairman Steve Outen made a motion to recommend Annette Harris for the vacant Planning Board alternate position. JR Hayes seconded the motion.*

The motion carried with a 6-1 split vote, with Devin Clontz opposing, stating he needed more time to review the applications.

## **Other Business**

Chairman Steve Outen inquired about DOT plans for road maintenance, particularly regarding the intersection of CJ Thomas Road and Unionville Brief Road. Sonya Gaddy explained that while this intersection is on the list for improvements, it is currently below the funded projects. She mentioned that the Town Council had voted to contribute up to \$4,000 toward intersection improvement. Gaddy also noted that she had contacted DOT about repairs on other roads, including Tom Boyd Road and Highway 601 intersections, and was told these would be addressed when weather permits.

## **Adjournment**

*JR Hayes moved to adjourn the meeting. Devin Clontz seconded the motion.*

The motion passed unanimously, and Chairman Steve Outen 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.