

# August 2025 Board of Adjustment Hearing Meeting minutes

The Board of Adjustment of the Town of Unionville held a meeting on Monday, August 18, 2025, at 7:00 PM at Unionville Town Hall, 1102 Unionville Church Road, Monroe, NC. Chairman Andrew Benton, Gene Price, Jaren Simpson, Jeff Broadaway, Chad Simpson, and Board Attorney Ken Swain were present.

## Welcome and Call to Order

Mayor Pro-Tem Andrew Benton called the meeting to order and noted that a quorum was present with all Board members in attendance.

## Oath of Office to Jerry Adams as Alternate

This item was not discussed.

## Election of Chairman and Vice-Chairman for 2025

Mayor Pro-Tem Andrew Benton opened the floor for nominations for Chairman of the Board of Adjustment. Gene Price nominated Andrew Benton to serve as Chairman. Jaren Simpson seconded the nomination. The vote was unanimous in favor.

Andrew Benton, now serving as Chairman, opened the floor for nominations for Vice-Chairman. Jaren Simpson made a motion to keep Jeff Broadaway as Vice-Chairman. Chad Simpson seconded the motion. The vote was unanimous in favor.

## Consideration of the Minutes of October 28, 2024 regular meeting

Deputy Clerk Melody Braswell noted that there was one correction to the minutes where she had put the wrong last name for Gene, which she had fixed.

Jeff Broadaway made a motion to approve the minutes as corrected. Gene Price seconded the motion. The motion passed unanimously.

## Consideration of Special Use Permit #SUP-25-01 for a 20-bed continuing care facility at 4123 Hillcrest Church Road, Monroe, NC

Chairman Benton called all who would be speaking forward to be sworn in.

Rachel Sigler presented background information about the special use permit request. She explained that Hillcrest Baptist Church Rest Home Inc. currently owns the subject property and built a 20-bed assisted living facility there in 1994. The facility operated for about 30 years under the same administrator, who was a member

of Hillcrest Baptist Church. The administrator decided to retire at the end of 2023/early 2024, which led to the nonprofit seeking a replacement.

Sigler explained that running a continuing care facility requires significant licensing requirements for both the facility and the administrator. The church initially looked for someone within its membership who was licensed or willing to obtain licensing. While they found someone, it unfortunately did not work out. The church then looked outside its membership but couldn't find suitable candidates, as applicants either sought salaries too high for the nonprofit to afford or lacked necessary credentials. These staffing issues led to the facility closing and residents being relocated.

Steve Crump, president of Hillcrest Baptist Church Rest Home Inc., was then introduced. He explained that he had been a member of the church for almost 35 years and provided further details on the facility's history. He stated that the church's pastor at the time, Donald Lisk, felt there was a need for assisted living facilities in the community, which led to the creation of the rest home. Crump confirmed that when the administrator announced her retirement in late 2023/early 2024, the board began looking for a replacement within the church. While they found someone with medical background who was interested, that person ultimately resigned in summer 2024 due to the commitment required and changes in family status. Despite efforts to find qualified candidates through employment websites, they couldn't secure someone with the required administrator license at a salary the nonprofit could afford, which led to the decision to close the facility.

Robin Mundie, the applicant, then spoke. She explained that she is part of KRM Group with her husband Keith, and is currently a licensed administrator of another care facility in Union County. Mundie, a lifelong Union County resident who lives in Marshville, had previously visited Hillcrest as a home health nurse. In 2019, she purchased a 6-bed facility in Wingate called Avondale Assisted Living and has been its licensed administrator since then. She expressed that she has a waiting list at her current facility and was interested in expanding. Through connections, she learned about the Hillcrest facility becoming available.

Regarding the new property, Mundie explained that she would need to go through the state licensing process, which includes inspections by county fire officials, environmental health, and state construction officials from DHHS. She also addressed the certificate of need requirements, explaining that Hillcrest's certificate doesn't expire until the facility has been empty for a year. Mundie stated her intention is to continue what Hillcrest was doing previously with no plans to expand or make significant changes to the building beyond minor interior updates like painting.

Deputy Clerk Melody Braswell presented the staff report, a copy of which is appended to these minutes, noting that the 5-acre RA-40 zoned property has one existing structure. The land use plan allows for special uses if conditions are met, and the proposed use aligns with the town's values in service and local employment. Staff recommended several conditions:

- Parking: Minimum of 3 spaces per 5 beds (12 required, 21 provided)
- No screening required since adjoining property is RA-40 farmland
- Compliance with Union County regulations for water and septic service
- Dumpsters and loading areas to be placed to side or rear with sufficient screening
- One freestanding sign no more than 32 square feet allowed
- Current built-upon area is 13.81% of acreage; changes require additional permitting
- Compliance with NCDOT standards for ingress/egress
- Compliance with North Carolina Department of Health and Human Services conditions

Board Attorney Ken Swain added a condition requiring continuous and uninterrupted compliance with NC Department of Health & Human Services requirements, which the applicant agreed to.

Chairman Benton opened the public hearing, but no one spoke in opposition. During board discussion, Jeff Broadaway expressed appreciation to the Hillcrest Church family for their service to the community over the years and noted that Ms. Mundie has "big shoes to fill." Jaren Simpson echoed these sentiments, mentioning that he had family friends who stayed at Hillcrest and were always treated with dignity.

Before voting on the findings of fact, the board first needed to address a technical matter regarding the cessation of nonconforming use. Attorney Swain explained that under Section 127(b) of the land use ordinance, when a nonconforming use is discontinued for more than 180 days, it is considered abandoned. However, an exception

exists if the application for a special use permit is made within 2 years of cessation and if the discontinuance occurred due to factors outside the property owner's control.

Andrew Benton made a motion that the applicant is in compliance with Section 127(b)(1) and (b)(2) of the land use ordinance. Jeff Broadaway seconded the motion. The motion passed unanimously.

The board then addressed the four required findings of fact:

Jeff Broadaway made a motion that the special use permit will not materially endanger the public health or safety. Gene Price seconded the motion. The motion passed unanimously.

Gene Price made a motion that it will not substantially injure the value of adjoining or abutting property. Jaren Simpson seconded the motion. The motion passed unanimously.

Jaren Simpson made a motion that it will be in harmony with the area in which it is to be located. Gene Price seconded the motion. The motion passed unanimously.

Jaren Simpson made a motion that it would be in conformity with the land plan, thoroughfare plan, or any other plans officially adopted by the Council. Chad Simpson seconded the motion. The motion passed unanimously.

Jeff Broadaway made a motion that the rezoning request submitted is reasonable and in the public interest and is consistent with the town's land use plan adopted June of 2022. Gene Price seconded the motion. The motion passed unanimously.

Jeff Broadaway made a motion to move forward with the conditions as stipulated. Chad Simpson seconded the motion. The motion passed unanimously.

## Recommendation for Craig Rushing's and Roddie Baucom's expiring alternate terms, which expired in April, 2025

Chairman Benton noted that this item would be a recommendation to the full council for a vote on these positions.

Gene Price made a motion to have Craig Rushing return for an additional term. Jaren Simpson seconded the motion. The motion passed unanimously.

Andrew Benton made a motion to hold off on nominating the third alternate since there were two that needed to be voted on. Jeff Broadaway seconded the motion. The motion passed unanimously.

## Other business

No other business was discussed.

## Adjournment

Chairman Benton 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.