



Agenda Abstract

JOINT PUBLIC HEARING

Meeting Date:	May 21, 2026
Department:	Planning & Economic Development Division
Agenda Section:	Public Hearings
Public hearing:	Yes
Date of public hearing:	May, 21, 2026

PRESENTER/INFORMATION CONTACT

Joseph Hoffheimer, Planner
Molly Boyle, Senior Planner

ITEM TO BE CONSIDERED

Subject: Text amendment to Unified Development Ordinance (UDO) Section 2.5, Administration – Historic District Commission (staff-initiated)

Attachments:

1. Draft text amendment
2. Draft Planning Board statement

Summary:

Staff brought an amendment of Unified Development Ordinance Section 2.5, Administration – Historic District to public hearing on February 19, 2026. The text amendment proposed changes to the quorum requirements for the Historic District Commission.

The Planning Board and the elected officials had concerns about the proposed language and discussed several possible alternatives. The approved minutes from the hearing are available on the town's website:

<https://mccmeetings.blob.core.usgovcloudapi.net/hillsbronc-pubu/MEET-Minutes-b51fd202d1fb4b4e98c65294745afce5.pdf>.

Staff has revised the text amendment based on feedback from the public hearing. The revised text amendment (attached) does the following:

- Reduces the number of members on the Historic District Commission from seven to five;
- Updates the language about commission membership to better align with NC GS § 160D-303 (a), Historic Preservation Commission – Composition; and
- Changes quorum and voting requirements to better align with NC GS § 160D-406 (i), Quasi-judicial procedure – Voting.

You can view the general statutes referenced above online via these links:

- NC GS § 160D-303 (a), Historic Preservation Commission – Composition
https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_160D/GS_160D-303.pdf
- NC GS § 160D-406 (i), Quasi-judicial procedure – Voting
https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_160D/GS_160D-406.pdf

Comprehensive Sustainability Plan goal:

- Town Government Goals and Actions 2:
Adopt local laws, regulations, and policies that help to achieve sustainable and equitable outcomes.
 - Strategy:
Develop and adopt policies that help accomplish town goals.
 - Action:
Regularly review and update town policies as new information is garnered and achievements are met.

Financial impacts: None.

Staff recommendation and comments:

At the hearing in February, board members were concerned that, between absences and disqualifications, there could be times when only one or two Historic District Commissioners were voting on applications.

Joseph Hoffheimer, the planner who staffs the Historic District Commission, says the main issue with making quorum has been two long-standing vacancies. There are only occasional absences and even fewer disqualifications. The root problem is the vacancies and the fact that the current ordinance sets quorum at four, regardless of any vacancies.

Staff believes removing the two vacant seats will resolve the quorum issue. In the event that only one or two Historic District Commissioners are left to vote on an application, an applicant always has the right to request their item be tabled. Then it can be heard by a full commission. However, staff thinks this situation is unlikely to occur.

Staff recommends approval of the text amendment as written.

Action requested: Hold the public hearing. After the public hearing is closed, the Planning Board may make its recommendation if prepared to do so.