



PLANNING BOARD STATEMENT OF PLAN CONSISTENCY AND RECOMMENDATION

Staff-initiated text amendment to Unified Development Ordinance
Section 3, Administrative Procedures
November 20, 2025

WHEREAS, the Town of Hillsborough Planning Board has received and reviewed a staff-initiated text amendment to UDO Section 3, Administrative Procedures; and

WHEREAS, North Carolina General Statute 160D-604 (Planning Board Review and Comment), paragraphs (c) (Review of Other Ordinances and Actions) and (d) (Plan Consistency), require that, when considering a proposed amendment to development regulations, the Planning Board must advise and comment on whether the amendment is consistent with any adopted comprehensive or land-use plan and any other applicable, officially-adopted plan. The Planning Board must then provide a written recommendation to the Town Board of Commissioners addressing plan consistency and other matters deemed appropriate; and

WHEREAS, UDO §3.7.10 (Planning Board Recommendation) requires the written report be delivered to the Town Board of Commissioners within 30 days of the amendment's initial referral to the Planning Board; and

WHEREAS, after deliberation of the requested amendment, the Planning Board finds:

1. The proposed amendment **IS CONSISTENT** with the Town of Hillsborough Comprehensive Sustainability Plan (CSP), specifically with the following goal, strategy, and action in the Town Government Goals and Actions chapter:

- 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.

2. The proposed text amendment **ADVANCES** identified goals and strategies found in the CSP and **PROMOTES** the public health, safety, and welfare by clarifying subdivision

requirements for Planned Development Districts and updating the Unified Development Ordinance to remain consistent with State law.

WHEREFORE, upon a motion by Robert Iglesias, seconded by Tiffney Marley, the foregoing was put to a vote of the Board, the results of which vote are as follows:

Ayes: 6 (Frank Casadonte, Robert Iglesias, Tiffney Marley, Sherra Lawrence, Jeanette Benjey, and Carrie Winkler)

Noes: 0

Absent: 2 (Hooper Schultz and Sean Kehoe)

NOW, THEREFORE, the Board hereby **RECOMMENDS** that the Town Board of Commissioners **APPROVE** the requested UDO text amendment.

Frank Casadonte

[Frank Casadonte \(Dec 19, 2025 18:24:16 EST\)](#)

Frank Casadonte, Chair
Town of Hillsborough Planning Board

Date of signature by Chair: Dec 19, 2025