



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date:	Oct. 14, 2024
Department:	Planning and Economic Development Division
Agenda Section:	Consent
Public hearing:	Yes
Date of public hearing:	August 15, 2024

PRESENTER/INFORMATION CONTACT

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ITEM TO BE CONSIDERED

Subject: Unified Development Ordinance text amendment – Section 3, *Administrative Procedures*, Subsection 3.13, *Site Plan Review* (staff initiated)

Attachments:

1. Subsection 3.13 with proposed amendments
2. Subsection 3.13 clean version
3. Consistency statement
4. Ordinance

Summary:

Site plan review is a staff-level procedure designed to ensure uses allowed by right in a particular zoning district comply with applicable Unified Development Ordinance requirements before zoning permit issuance. Currently, single-family homes, smaller commercial structures, and additions are exempt from the procedure, as are uses subject to a special use permit (for special use permits, site plans are reviewed and approved by the Board of Adjustment as part of the permit). Recent requests for certain uses requiring site plan approval prompted staff to re-examine when the procedure should apply. Staff discovered current requirements hinder residential uses that could increase the town's supply of duplexes and other smaller multi-family housing, as well as agricultural land uses. Staff revisited Subsection 3.13 in its entirety and proposes additional changes to remove unnecessary language and provide opportunity for vesting beyond the standard expiration date.

Comprehensive Sustainability Plan goals:

- Town Government and Public Services Goal 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.
 - Implementation Action: Regularly review and update town policies as new information is garnered and achievements are met.
- Land Use and Development Goal 1: Ensure that future growth and development, including infill and redevelopment, are aligned with smart growth principles and consider infrastructure constraints such as water and wastewater system capacity.
 - Strategy: Ensure that land use & development regulations are aligned with preferred future land use and growth patterns.

- Implementation Action: Ensure that the Unified Development Ordinance incorporates strategies to achieve a mix of housing types through zoning.
- Housing and Affordability Goal 1: Develop and maintain a variety of safe, healthy, and sustainable housing options to increase housing stability for renters and homeowners.
 - Strategy: Adopt development regulations that contribute to meeting identifiable affordable housing needs.
 - Implementation Action: Increase diversity of housing stock through development regulations and decisions.
 - Strategy: Adopt development regulations that contribute to meeting overall housing needs.
 - Implementation Actions:
 - Adopt regulations that promote a variety in housing that fills the missing middle housing.
 - Streamline the permitting process for multiple parts of the housing development process.

Financial impacts:

None.

Staff comments and recommendation:

No public comment was received on this case at the Aug. 15, 2024, joint public hearing. Minutes for the hearing are available online: <https://mccmeetings.blob.core.usgovcloudapi.net/hillsbronc-pubu/MEET-Minutes-b7f52dc9d9ca462cb8c47b47ee1b1534.pdf>.

The Planning Board unanimously recommended approval of the amendment at its meeting on Sept. 19, 2024 (vote 6-0).

Staff recommends approval of the text amendment.

Action requested:

Approve the proposed text amendment.