



GUILFORD COUNTY PLANNING AND DEVELOPMENT

Planning Board Bulletin

Overview

The Guilford County Planning Board (The Board) is a citizen board appointed by the Board of County Commissioners. The Board works closely with the Planning and Development Department and has three primary functions:

- Approval / disapproval of Rezoning and Special Use Permit requests
- Review of Technical Review Committee decisions concerning development plans on appeal
- Making recommendations to the Board of Commissioners concerning Development Ordinance amendments and land use plans

The Board operates under authority granted by North Carolina General Statute (NCGS) 153A-321, Special Legislation Chapter 485 House Bill 651, and the Board of Commissioners. The NCGS authorize the creation of a "Planning Agency" to perform specific duties. One power not granted by the NCGS performed by the Guilford County Planning Board is the authority to rezone property within the County's jurisdiction. This power was granted through Special Legislation in June 1985.

Membership and Procedures

The Board consists of 7 members and 5 alternates. The Members serve for three-year staggered terms. Annually the Board elects a Chair and Vice-chair from among its membership. The Chair appoints a Secretary from within or outside its membership.

The Policy and Procedures for Appointment, adopted by the Board of Commissioners in August 1987, governs appointment to and service on the Board. The Board is also governed by Rules of Procedure adopted by the Board in March 1995. A quorum consists of 4 members, however a 5/7's majority vote is required for final action. Decisions made by the Board may be appealed to the Board of Commissioners within 15 days by filing written notice to the Clerk to the Board of Commissioners or their official designee.

The Board is required to adopt an annual meeting schedule and generally meet on the second Wednesday of each month in the Commissioners' Meeting Room, Second Floor, Old County Courthouse, 301 W. Market Street, Greensboro. Please refer to Guilford County Meeting Schedule for specific dates and times. The Board may also hold Special Meetings that may be called at any time by the Chair. All Board meetings are subject to public notice as required by law.

Before the Board can consider a request for the following actions, an application and all required plans, documents and fees must be submitted to the Planning and Development Department:

- Rezoning
- Conditional Use Rezoning
- Special Use Permits
- Easement Closings
- Road Closings
- Road Renaming

A written request must be made to the Planning Director or a designee for all appeals to and other items for consideration. To satisfy public notice requirements as required by law and to allow sufficient time for the preparation and mail out of the agenda all items for consideration must be submitted to the Planning and Development Department by the submittal deadline below.

Specific Duties

Section 9-2.3 of the Guilford County Development Ordinance specifies the Board's Powers and Duties as:

- (A) To hear and decide matters concerning zoning map amendments (rezonings), Special Use Permits and Zoning Vested Rights where the matter passes by a 5/7 majority vote, and is not appealed to the Board of Commissioners.
- (B) To hear and decide matters on appeal from the Technical Review Committee and the Enforcement Officer concerning subdivisions, site plans, and soil erosion plans.



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- (C) To hear and decide on matters pertaining to road name changes, road closings, right-of-way vacations, easement removals, right-of-way encroachments, and watershed matters as assigned.
- (D) To develop a comprehensive plan for the territory under its Jurisdiction, subject to specific direction from the Board of Commissioners to prepare, implement, and make recommendations to the Board of Commissioners on the County Comprehensive Plan and to make such other studies and plans and review such other related matters as directed by the Board of Commissioners.
- (E) To make such other studies and plans and review such other related matters as directed by the Board of Commissioners.
- (F) To exercise other powers and authority provided to it by the Board of Commissioners Body, this Ordinance, or state law.
- (G) To provide recommendations to the Board of Commissioners with regard to any of the above matters which may be appealed; as well as those matters which remain with the Board of Commissioners as original jurisdiction such as text amendments and minor watershed modifications in the WCA.

This document is intended for public information purposes only. It summarizes and omits some provisions. It is not to be construed or used as an official interpretation of the Guilford County Development Ordinance or Health Department interpretation in any legal proceeding.

Service and Additional Information

If you would like to receive information about serving on the Board contact the Clerk to the Board of County Commissioners at 336-641-5532 or by mail at P.O. Box 3427, Greensboro, and North Carolina 27402.

If you would like additional information concerning the function of the Board, please contact the Planning Department at 336-641-3334.