

**GUILFORD COUNTY PLANNING BOARD
REGULAR MEETING MINUTES**

Old County Courthouse – Carolyn Q. Coleman Conference Room
301 W. Market Street, Greensboro, NC 27401

**April 08, 2026
6:00 PM**

Call to Order

Chair Donnelly called the meeting to order and welcomed everyone to the meeting. He asked staff to call the roll for those members present at the meeting.

I. Roll Call

Mr. Moss called the roll for attendance at this meeting.

The following members were in attendance in person for this meeting:

James Donnelly, Chair; David Craft, Vice Chair; Randy Little; Dr. Nho Thi Bui; Rev. Gregory Drumwright; Ryan Alston

The following members were absent from this meeting:

Cara Buchanan, Guy Gullick, and Sam Stalder

The following Guilford County staff members were in attendance in person for this meeting:

Jason Hardin, Planning and Development Deputy Director; Oliver Bass, Planning and Zoning Manager; Avery Tew, Senior Planner; Samantha Lockwood, Senior Planner; Darby Terrell, Senior Planner; Troy Moss, Planner I; Grady Starnes, Fire Plans Examiner; and Wendy Sivori, Chief Deputy County Attorney

Chair Donnelly welcomed Chief Deputy County Attorney, Wendy Sivori.

II. Agenda Amendments

Mr. Hardin stated that staff are currently soliciting Proposals for the update to the Liberty Road/Woody Mill Small Area Plan. Staff asks if a Board member would like to serve on the committee that will evaluate the submitted Proposals and represent the Planning Board. He asked the board to consider adding this item under Other Business to discuss later in the meeting.

Mr. Little moved to add under Other Business “Consideration of a Planning Board member to serve on the Request for Proposals (RFP) review committee for the update to the Liberty Road/Woody Mill Small Area Plan”, seconded by Vice Chair Craft.

The Board voted unanimously, (6-0), in favor of the motion. (Ayes: Donnelly, Craft, Little, Bui, Drumwright, Alston. Nays: None.)

III. Approval of Minutes: Not Available

IV. Rules and Procedure

Chair Donnelly explained the policies and procedures followed by the Planning Board.

V. Continuance Requests:

None

VI. Old Business

None

VII. New Business

Non-Legislative Hearing Item(s)

A. RESOLUTION OF INTENT TO CLOSE A PUBLIC ROAD CASE #26-02-PLBD-00012: A 0.2 MILE SECTION OF HOMEDALE DRIVE (APPROVED TO BE HEARD MAY 2026)

Mr. Tew stated that this is a request for adoption of Resolution of Intent and to schedule a Public Hearing for May 13, 2026 for the purpose of giving consideration to the closing of a 0.2 mile section (approximately 1,000 ft.) of Homedale Drive located in Sumner Township that begins at the eastern margin of Parcel #144346, and runs west for 0.2 miles, terminating at the end of the Homedale Drive right-of-way.

Vice Chair Craft moved to hold a Public Hearing for Case #26-02-PLBD-00012, Resolution of Intent to close a portion of public road, located at Homedale Drive, at the next regular meeting of the Planning Board on May 13, 2026, seconded by Dr. Bui.

The Board voted unanimously, (6-0), in favor of the motion. (Ayes: Donnelly, Craft, Bui, Drumwright, Alston and Little. Nays: None.)

Legislative Hearing Item(s)**A. CONDITIONAL REZONING CASE #26-02-PLBD-00014: AG, AGRICULTURAL TO CZ-RS-40, CONDITIONAL ZONING – RESIDENTIAL: 2506 MARGUERITE DRIVE (APPROVED)**

Mr. Hardin stated that staff had received an adjusted application from the applicant. The Board would need to vote to accept the amended application.

Mr. Alston moved to accept the application as amended, seconded by Mr. Little. The Board voted unanimously (6-0) in favor of the motion. (Ayes: Donnelly, Craft, Bui, Drumwright, Alston and Little. Nays: None.)

Ms. Lockwood stated that case #26-02-PLBD-00014 pertains to the subject property located at 2506 Marguerite Drive (Guilford County Tax Parcel #115610 in Jefferson Township) approximately 700 feet east of the intersection of Millpoint Road and Brookhaven Mill Road and comprises approximately 10.85 acres. There is no history of denied cases for this parcel. This is a request to rezone the subject property from AG, Agricultural to CZ-RS-40, Conditional Zoning – Residential with the following conditions:

Use Conditions:

Use of the property shall be limited to the following uses as listed in Article 4, Table 4-3- 1 of the Unified Development Ordinance (UDO):

1) Single-Family Detached Dwelling, Family Care Facility, Accessory Apartment/ Dwelling Unit, Subdivision (Minor and Major), Temporary Family Healthcare Structures, Home Occupation

Development Conditions:

1) To be subdivided into a maximum of two (2) lots.

Ms. Lockwood stated that the vicinity of the subject property is zoned AG and RS-40. The surrounding area is predominantly characterized as rural residential with vacant and agricultural land. There is a single-family detached dwelling located on the subject parcel, and it appears there are no commercial agricultural activities currently occurring on site. The surrounding zoning is mostly AG with an adjacent RS-40 district located across Millpoint Rd. and to the west along Brookhaven Mill Rd. The existing land use on the property includes a single-family, detached dwelling and the surrounding uses to the north, south, east, and west are all residential. Additionally, the YMCA Camp Weaver property is located to the south of the subject property.

Ms. Lockwood explained that the Troxler House is located adjacent to the subject property to the west of the subject property. This property is not a local historic landmark, but it was determined to be eligible for the National Register of Historic Places in 1991 by the State Historic Preservation Office (Site No. GF2088). The

requested rezoning is not anticipated to have a substantial impact on this historic resource. There are no cemeteries shown to be located on or adjacent to the subject property.

Ms. Lockwood said that the Rural Living Land Use Classification represents lands that are typically characterized by various lot sizes with low-density residential, typically in the form of single-family detached homes. These lands include both existing development and new areas that are currently undeveloped, which may experience increased density along major transportation corridors over time, but which will remain largely rural the farther away properties are located from established corridors and community services.

Ms. Lockwood went on to say this request is consistent with the Future Land Use Map classification of Rural Living. Rural Living is characterized by low density development, typically with one dwelling unit located on several acres. The subject property consists of approximately 10.85 acres and the development conditions for the rezoning limit the future development to a maximum of two (2) lots and a maximum density of 1 dwelling unit per 5 ac. Guiding Guilford Moving Forward Together (adopted September 4, 2025) Ms. Lockwood noted that in addition to being consistent with the current land use classification, the requested rezoning is also consistent with the following goals, policies, and actions of the Guilford County Comprehensive Plan, including the Planning Theme of Attainable Housing's the Goal Statement: "Focus on supporting the creation and retention of housing types to accommodate all residents while emphasizing safety and high-quality, sustainable design." In addition to the Attainable Housing Planning Theme's Policy 1: "Enable the creation of new housing units that will provide a mix of housing types that meet the needs of residents." Finally, this request is consistent with the Community Character Planning Theme's Goal Statement: "Celebrate Guilford County's unique sense of place by balancing agricultural preservation with desired development patterns, context-sensitive site design and placemaking."

The request aligns with the current land use classification of Rural Living provided by the Future Land Use Map. Finally, the rezoning is in character with the surrounding community as there are existing clusters of RS-40 within a half-mile radius of the property including an adjacent district to the south across Millpoint Rd. and to the west along Brookhaven Mill Rd.

Ms. Lockwood stated that staff recommends approval.

Chair Donnelly asked if there was anyone wishing to speak in favor of this request and opened the Public Hearing.

Hyun-Kyun Kim, property owner, 2506 Marguerite Drive, stated that she represents Park Living Trust. The house is currently under Park Living Trust ownership, and her mother wants to build a house next door to them so they can be closer to help take care of each other and the property.

Kris Walser, 2501 Marguerite Drive, stated that he is the closest neighbor to the subject property. He maintains the driveway/roadway to these properties, and he wants to make sure there is not going to be a housing subdivision at some time in the future. He is concerned about additional traffic on this road. If it can be restricted to 2 lots, he has no problem with the request.

There being no other speakers, in favor or in opposition, Chair Donnelly closed the Public Hearing by acclamation.

Vice Chair Craft stated that he feels this is reasonable and he will support the request as it will not greatly affect the character of the area. Rev. Drumwright stated that he agrees with Vice Chair Craft.

Mr. Little moved to approve the zoning map amendment for Case # 26-02-PLBD-00014, located at 2506 Marguerite Drive, Guilford County Tax Parcel #115610, from AG to CZ-RS-40 Conditional Zoning Residential, as the map amendment is consistent with the Comprehensive Plan's Land Use Classification of Rural Living which is limited to low density development, typically with one dwelling unit located on several acres. The subject property consists of approximately 10.85 acres and the development condition for the rezoning limits future development to a maximum of 2 lots and a density of one unit per 5 acres. In addition, the rezoning is reasonable because it aligns with the Guilford County Comprehensive Plan's Attainable Housing Goal Statement: "Focus on supporting the creation and retention of housing types to accommodate all residents." As well as to enable the creation of new housing units which provide a mix of housing types that meet the needs of residents, seconded by Dr. Bui.

The Board voted unanimously, (6-0), in favor of the motion. (Ayes: Donnelly, Craft, Bui, Drumwright, Alston and Little. Nays: None.)

B. CONDITIONAL REZONING CASE #26-03-PLBD-00015: AG, AGRICULTURAL AND CZ PD-M, CONDITIONAL ZONING – PLANNED UNIT DEVELOPMENT – MIXED (REF. CASE #23-10-PLBD-00067) TO AG, AGRICULTURAL AND CZ-PD-M, CONDITIONAL ZONING – PLANNED UNIT DEVELOPMENT – MIXED, AMENDED: 1456 AND 1458 NC HIGHWAY 61 SOUTH AND 6801, 6811, 6821, 6830, 6831, AND 6838 GRASSHOPPER TRAIL (APPROVED)

Mr. Tew stated that the proposed rezoning is located at 1456 and 1458 NC Highway 61 South and 6801, 6811, 6821, 6830, 6831, and 6838 Grasshopper Trail (Guilford County Tax Parcels #220601, #241720, #241718, #241719, and #241672 in Rock Creek Township), approximately 6,500 feet north of the intersection of NC Highway 61 South and Herron Road, and comprises 89.18 acres. The property is currently

split-zoned Agricultural, AG (52.52 acres) and Conditional Zoning – Planned Unit Development, CZ-PD-M (36.71 acres).

Mr. Tew indicated this is a request to rezone an approximate 6.04-acre portion of the subject property currently zoned CZ-PD-M (ref. Case #23-10-PLBD-00067) to AG, Agricultural and an approximate 6.15 acre portion of the subject property currently zoned AG to CZ-PD-M. Note: The PD-M district permits all uses allowed in any zoning district, except those uses that are only allowed in the Heavy Industrial, HI or Agricultural, AG districts. The applicant proposes the following conditions for the CZ-PD-M district, which match the conditions of the existing CZ-PD-M district on the property (ref. Case #23-10-PLBD-00067):

Use Conditions: Agricultural/Animal Services Category - No uses permitted. Household Living Category - All uses permitted. Group Living/Social Services Category - All uses permitted except: (1) Rooming House, 9 or More Residents; (2) Nursing and Convalescent Home; (3) Temporary Shelter; (4) Homeless Shelter Recreation and Entertainment (Light) Category - All uses permitted except: (1) Country Club with Golf Course - Recreation and Entertainment (Heavy) Category - All uses permitted except: (1) Adult Oriented Establishments; (2) Amusement or Water Parks, Fairgrounds; (3) Auditorium, Coliseum or Stadium; (4) Go-cart Raceway; (5) Shooting Range, Indoor; (6) Shooting Range, Outdoor Other Recreational and Entertainment Uses Category - All uses permitted. Civic, Educational, and Institutional Category - All uses permitted except: (1) Correctional Institution; (2) Fraternity or Sorority (University or College Related); (3) Hospital Business, Professional, and Personal Services Category - All uses permitted except: (1) Bank or Finance without Drive-through; (2) Bank or Finance with Drive-through; (3) Insurance Agency (Carriers and On-Site Claims Inspections); (4) Payday Loan Services - Lodging Category - All uses permitted except: (1) Hotel or Motel Retail Trade Category - All uses permitted except: (1) ABC Store (Liquor); (2) Auto Supply Sales; (3) Automobile Rental or Leasing; (4) Automobile Repair Service; (5) Building Supply Sales (with Storage Yard); (6) Convenience Store (with Gasoline Pumps); (7) Equipment Rental and Repair, Heavy; (8) Fuel Oil Sales; (9) Manufactured Home Sales; (10) Motor Vehicle, Motorcycle, RV or Boat Sales (New or Used); (11) Service Station, Gasoline; (12) Tire Sales - Food Service Category - All uses permitted except: (1) Restaurant (With Drive-thru) Funeral and Internment Services Category - No uses permitted Transportation, Warehousing, and Wholesale Trade Category - No uses permitted except: (1) Wholesale Trade – Light Utilities and Communication Category - All uses permitted except: (1) Utilities, Major; (2) Utility Company Office; (3) Utility Equipment and Storage Yards Waste-Related Uses Category - No uses permitted General Industrial Category No uses permitted. Manufacturing Category. No uses permitted. Mining Uses Category. No uses allowed per WCA prohibition. Airport Category - No uses permitted. Temporary Events/Uses Category - All uses permitted.

Development Conditions: (1) Permanently disabled residents requiring care 24 hours a day, 7 days a week may have care provided; (2) No amplified music shall be played between the hours of 10:00 p.m. and 9:00 a.m.; (3) No nonresidential event shall extend beyond 12:00 a.m. (midnight).

Mr. Tew noted that the proposed sketch plan for the Unified Development Plan (UDP) does not impose a maximum number of dwelling units or maximum commercial square footage within the CZ-PD-M District. Density requirements for single-family residential dwellings are subject to the RS-5 zoning district dimensional requirements. Density for multi-family units is limited by the density regulations established in Unified Development Ordinance (UDO) Subsection 4.4.D.1.a(3), which requires a minimum 20-foot separation between multi-family buildings.

Mr. Tew stated that the vicinity of the subject property is characterized by a mix of residential, agricultural, and industrial uses. Existing Land Uses on the Property include: Farm, Residences, Community Center. Surrounding uses to the north are agricultural, residential, and industrial; to the south is Lake Mackintosh; to the east is industrially zoned land in the City of Burlington; and to the west is a residential subdivision with twin homes, townhouses, and single-family detached dwellings. There are no inventoried historic resources located on or adjacent to the subject property. There are no cemeteries shown to be located on or adjacent to the subject property. Infrastructure and Community Facilities Emergency Response: The subject property is in the Whitsett Fire District and within 2.2 miles of the fire station. Public water service will be provided by the City of Burlington, and sewer service will be provided by the City of Greensboro.

Mr. Tew explained that the AG, Agricultural District is intended to provide locations for agricultural operations, farms and preserves, agritourism, residences, and farm tenant housing on large tracts of land. This district is further intended to reduce conflicts between residential and agricultural uses. Commercial agricultural product sales and agritourism may be permitted. The minimum lot size of this district is 40,000 square feet. A Planned Unit Development (PUD) is an area of land under unified ownership or control to be developed and improved as a whole according to a UDP. It shall be subject to all of the applicable standards, procedures, and regulations of the UDO except as varied or changed by the express terms contained therein and as approved according to the submitted UDP.

Mr. Tew noted that NC Highway 61 is classified as a Major Thoroughfare in the Greensboro Urban Area Metropolitan Planning Organization's Thoroughfare and Collector Street Plan. The Annual Average Daily Traffic (AADT) for NC Highway 61 is 2,462 vehicles per the 2024 North Carolina Department of Transportation (NCDOT) traffic count. Proposed Improvements: There are currently no known proposed road improvements in the area. However, any new development would be subject to the NCDOT review and must obtain any required approvals. The topography on Parcels #241672, #220601, #241718, #241719, and #241720 ranges from nearly level to gently and strongly sloping, moderately steep to steep, very

steep, and extremely steep. There is no regulated floodplain on-site. There are mapped wetlands on-site per recorded PB 218 PG 101-104 in Guilford County Register of Deeds. There are mapped streams on-site. The site is located in the Lake Mackintosh (Big Alamance Creek) WS-IV, Watershed Critical Area (WCA) Tiers 1, 2, and 3.

Mr. Tew stated that the current Future Land Use Map (FLUM) classification of the property is Residential. The Residential place type represents land that typically consists of lots of varying sizes that are arranged in a grid or curvilinear pattern and primarily consists of low-density single-family residential uses. They include both existing development and new areas that are currently undeveloped, which may experience development in the form of medium and high-density uses in areas where municipalities continue to grow outward into the county or along primary transportation routes. Primary land uses include single-family detached dwellings and duplexes. Secondary land uses include residential uses serving commercial, retail, office, civic, and public uses and services. This property is also located in proximity to a FLUM identified Regional Employment Center to the northwest. The Regional Employment Center activity center represents lands that are typically high-intensity activity centers located outside the immediate municipal corporate limits.

Mr. Tew explained that the requested rezoning is inconsistent with the current FLUM classification of Residential because this designation is not intended to accommodate agricultural, multifamily, or commercial uses. Instead, the proposed rezoning would require an amendment to Working Farms and Agricultural Lands Classification for the portion of the property zoned AG and Multifamily Residential for the portion of the property zoned CZ-PD-M. These designations are consistent with the agricultural, residential, and limited commercial uses intended for the property. The requested rezoning is consistent with the following goals, policies, and actions of the Guilford County Comprehensive Plan: Planning Theme: Attainable Housing Policy 1: "Enable the creation of new housing units that will provide a variety of housing types that meet the needs of residents." Action H1.3: "Encourage housing opportunities that support existing and new agricultural operations." Planning Theme: Resilient Economy Policy 4: "Prioritize the preservation of agricultural uses and Working Farms as a strategic economic development incentive." Planning Theme: Protected Natural Environment & Greenspace Action N1.1: "Continue promoting the preservation of Agricultural Lands, which are a declining resource in Guilford County." Lastly, Planning Theme: Protected Natural Environment & Greenspace Policy 3: "Protect natural features and sensitive areas."

Mr. Tew stated that the request is reasonable because it is consistent with goals of the Guilford County Comprehensive Plan related to providing attainable housing that meets the needs of all residents, supporting existing and new agricultural operations, and protecting natural areas. The proposed mix of uses is also supported by the nearby Regional Employment Center along Burlington Road, which is intended to accommodate a variety of residential and non-residential uses. Additionally, the proposed rezoning would not modify the uses currently permitted on the subject

property and only reconfigures the boundaries of the existing zoning districts on the property. The development permitted under the proposed rezoning would be consistent with the overall pattern of development in the area, which is a mix of agricultural, low-density, and medium-density residential and non-residential uses. Finally, this location has direct access to NC Highway 61 South, a Major Thoroughfare, that will provide sufficient transportation infrastructure for development on the property.

Mr. Tew said staff recommend approval.

Chair Donnelly opened the Public Hearing and asked if there was anyone wishing to speak in favor of this request.

Attorney Amanda Hodierne, representing the property owner(s), 804 Green Valley Road, stated that the applicant(s), Peacehaven Farm wish to expand their operation. They are a non-profit mission that works with disabled adults in the community to give opportunities and purpose to live, work and play in the community. There is not a permitted use or Comprehensive Plan category that encompasses a live, work, play, and farm campus. Attorney Hodierne showed slides for demonstration purposes. The request includes several properties totaling 89.23 acres. The existing zoning is AG and CZ-PD-M and they are not asking for any change in the zoning district. The reason for the request is to adjust where the zoning district lines lie. No change to the proposed uses, no change to the zoning conditions that were adopted in 2023, no change to increase the density or increase the intensity, and no appreciable change to the amount of acreage that falls in each district. She showed slides and explained the changes that are proposed. The Guilford County TRC has reviewed the proposed changes and recommended approval. A neighborhood meeting was held, and no one attended. They have not received any communication from anyone voicing any concerns.

Neal Sharpe, Peacehaven Farm, responded to a question posed by Dr. Bui by stating that their initial plan was for multi-family style housing and then they decided that did not feel right for this area.

They have expanded it to single-family homes, townhomes, and garden style housing to be more in spirit with the land. Mr. Sharpe stated that their vision is really a live, work, play and learn community for people with all abilities. Essentially, they are trying to accomplish moving away from congregate or institutional settings for people with disabilities, to be able to integrate them into the broader community to provide community-based services that are needed for residents to thrive in a community.

There being no other speakers in favor of or opposed to the request, Chair Donnelly closed the Public Hearing by acclamation.

Vice Chair Craft stated that he feels that the request is reasonable. Mr. Little stated that this is just moving the puzzle around a little bit and it is reasonable. Chair

Donnelly stated that he appreciates that Peacehaven is working with the intentionality of the residents to try to make sure they meet both the rule and letter of the law while also providing the opportunity for them to support their mission. Chair Donnelly recognized the site's complexity. Mr. Alston stated that after hearing the details, he understands why it needs to change and thinks it is a great idea for this area, and he will support it. Dr. Bui stated that this is a reasonable request and she will support the request.

Vice Chair Craft moved to approve the rezoning request for property located on Guilford County Tax Parcels #220601, #241720, #241718, #241719, and #241672 from AG and CZ-PD-M to AG and CZ-PD-M Amended. This zoning map amendment also amends the FLUM (Southeast Quadrant). The requested rezoning is inconsistent with the FLUM classification of Residential because this designation is not intended to accommodate Agricultural, Multi-Family, or Commercial uses. The proposed rezoning requires an amendment to the Working Farms and Agricultural Lands classification for the portion of the property zoned AG and an amendment to the Multi-Family Residential classification for the portion of the property zoned CZ-PD-M. These designations, along with the nearby Regional Employment Center Node, are consistent with the AG, Residential and Limited Commercial uses intended for the property. The requested rezoning is consistent with the following goals, policies and actions of the Guilford County Comprehensive Plan for attainable housing: The Attainable Housing Planning Theme's Goal Statement: "Focus on the creation and retention of various types of housing to accommodate all residents while emphasizing safety, high quality and sustainable design." Attainable Housing Planning Theme Policy 1: "Enable the creation of new housing units that will provide a variety of housing types that meet the needs of residents" and Action Item H-1.3: "Encourage housing opportunities that support existing and new agricultural operations." Although the requested rezoning is inconsistent with the FLUM classification of Residential, the request is reasonable because it supports Comprehensive Plan goals related to providing attainable housing that meets the needs of all residents, supporting existing and new agricultural operations, and protecting natural areas. The proposed mix of uses is also supported by nearby regional employment center along Burlington Road, which is intended to accommodate a variety of residential and non-residential uses. Additionally, the proposed rezoning would not modify the uses currently permitted on the subject property and only reconfigures the boundaries of the existing zoning districts on the property. The development permitted under the proposed rezoning would be consistent with the overall pattern of development in the area, which is a mix of AG, low and medium density residential and non-residential uses. Finally, this location also has direct access to NC Highway 61 South, a major thoroughfare, that will provide sufficient transportation infrastructure for the development of the property, seconded by Dr. Bui.

The Board voted unanimously, (6-0), in favor of the motion. (Ayes: Donnelly, Craft, Bui, Drumwright, Alston and Little. Nays: None.)

At this time, a short break in the meeting was taken from 7:30 until 7:36 p.m.

C. UNIFIED DEVELOPMENT ORDINANCE (UDO) TEXT AMENDMENT CASE #25-12-PLBD-00152: AN AMENDMENT TO SUBSECTION 2.8 (FLOODPLAIN ADMINISTRATOR), SUBSECTION 3 (PERMITS AND PROCEDURES – PURPOSE AND INTENT - PROCEDURES FOR SPECIFIC APPLICATIONS), SUBSECTION 9 ENVIRONMENTAL REGULATIONS (FLOOD DAMAGE PREVENTION), SUBSECTION 12 (DEFINITIONS) AND ADOPTION OF UPDATED FLOOD MAPS (APPROVED – RECOMMENDED TO COUNTY COMMISSIONERS)

Mr. Hardin called attention to a revised definition of “appeal” in subsection 12, Definitions 12.04 which has a minor edit provided at the advice of the County Legal Office.

Ms. Terrell stated that this proposed text amendment updates Subsections 2.8 (Floodplain Administrator), 3.5.F (Certificate of Floor Elevation / Floodproofing), 3.5.I (Floodplain Development Permit), 3.5.W (Variance), 9.3 (Flood Damage Prevention), and 12 (Definitions). The proposed amendment also formally adopts the updated Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRMs, also referred to as Flood Maps) for Guilford County, and aligns the UDO with the North Carolina Model Flood Damage Prevention Ordinance for Non-Coastal areas (NC Model FDPO). The text amendment also includes an auto-adoption language clause for future revisions to the County Flood Maps.

Ms. Terrell indicated that on December 10, 2025, the Federal Emergency Management Agency (FEMA) issued a Letter of Final Determination to Guilford County as notification that the new Flood Insurance Study (FIS) and associated Flood Maps for our community will become effective on June 10, 2026. The County must adopt the updated FIS and Flood Maps before the June 10, 2026, effective date as required by FEMA and the Code of Federal Regulations to maintain its NFIP community status.

Ms. Terrell stated that maintaining NFIP community status helps ensure property owners remain eligible for flood insurance. The County participates in the Community Rating System (CRS) and has a rating of Class 7. This enables property owners to receive a 15% discount on flood insurance premiums through the NFIP. Ms. Terrell stated that by keeping the Flood Maps, Flood Insurance Study, and Flood Damage Prevention regulations of the UDO up to date, the County can maintain NFIP compliance and help reduce flood risks.

Ms. Terrell went on to explain that the requested text amendment includes auto-adoption language to streamline the process going forward of adopting newly published Flood Maps and ensure Guilford County remains in compliance with all mandated changes. The remaining text adjustments included in the proposed

amendment focus on aligning language with the North Carolina Flood Damage Prevention Model Ordinance and reducing repetitive language.

Ms. Terrell noted that to support the Flood Study and Flood Maps update, Guilford County staff helped coordinate and implement a public Community Outreach Meeting on July 25, 2023 with City of Greensboro, City of High Point, other local jurisdictions, and the NC Department of Public Safety (NCDPS). During the meeting, a presentation was given to inform the public about the process of the flood map changes, appeal periods, and where to find resources and information. This also provided opportunities for property owners to meet community officials and NCDPS on the proposed changes to the flood maps. Staff provided laptops to allow property owners to look up their specific property to see how it was affected by the updated maps. Ms. Terrell stated this meeting helped a property owner send in a comment and appeal to FEMA and the NC Floodplain Map group, which led to a revision of the map at the owner's request before the appeal period opened. Ms. Terrell stated that one form of advertising to Guilford County residents was a letter advertising the July meeting to property owners whose buildings were added to the floodplain in the maps.

Ms. Terrell informed the board that the proposed text amendment has been reviewed by both the County Attorney's Office and the NCDPS. She then presented a summary of the proposed amendments as follows:

- Amend Subsection 2.8 Floodplain Administrator to include formatting improvements, revised language to align with the NC Model FDPO, and added cross-references to Subsection 9.3 to provide clarity and a more user-friendly reading of the requirements.
- Amend Subsections 3.5.F, 3.5.I, and 3.5.W regarding Procedures for Specific Applications for Floodplain Development Permits, Certificates, and Variances for Flood Damage Prevention to remove duplicate information on Flood Damage Prevention requirements and to direct readers to Subsection 9.3 where the requirements are consolidated to reduce conflict and confusion.
- Amend Subsection 9.3 Flood Damage Prevention to align with the NC Model FDPO. Changes include adoption of the new FEMA FIS and FIRM (i.e., flood study and flood maps) effective June 10, 2026 in Subsection 9.3.D.2, addition of automatic adoption language for future FEMA flood maps and flood studies, updates to cross-references to latest NC General Statutes (e.g., NCGS 160 D), updates to cross-references to other subsections of the ordinance, and technical formatting edits. Outdated language is also removed or modified for clarification.
- Amend Subsection 12 Definitions to add missing terms, definitions, and acronyms, and combine or remove duplicate definitions, and align the definitions with the NC Model FDPO. Ms. Terrell noted at this point that these specific terms apply only to the Flood Damage Prevention regulations.

Ms. Terrell stated that the proposed text amendment is consistent with the Planning Theme for Protected Natural Environment & Greenspace. Policy 2 of the Protected Natural Environment & Greenspace Planning Theme is to "Safeguard the environmental integrity of Regional Water Sources and Recreational Water Bodies." Action Item N2.3 under Policy 2 states to "Expand on existing watershed management policies to set goals and priorities for protecting, restoring, and improving the county's environmental resources." Action Item N2.5 under Policy 2 further states to "Continue to coordinate and cooperate with other local, regional, and state agencies and organizations, such as the NC Division of Water Quality, on joint watershed planning and management." Finally, the proposed text amendment is also consistent with Policy 3 of the Protected Natural Environment & Greenspace Planning Theme which states to Protect Natural Features and Sensitive Areas including Riparian Areas, Floodplains, and Vegetation/Tree Cover. Additionally, the amendment maintains Guilford County's consistency with State and Federal floodplain regulations and helps ensure county residents maintain access to vital flood insurance.

Ms. Terrell said staff recommend approval of the proposed text amendment.

Chair Donnelly opened the Public Hearing, and no one came forward to speak. There being no speakers on this matter, Chair Donnelly closed the Public Hearing by acclamation.

Chair Donnelly asked if there was discussion or if someone wanted to make a motion.

Vice Chair Craft moved that the text amendments as proposed in Case #25-12-PLBD-00152, which pertains to flood damage prevention, are consistent with adopted plans for the reasons stated in the Consistency section of the staff report "The proposed text amendment is consistent with the Planning Theme for Protected Natural Environment & Greenspace. Policy 2 of the Protected Natural Environment & Greenspace Planning Theme is to "Safeguard the environmental integrity of Regional Water Sources and Recreational Water Bodies." Action Item N2.3 under Policy 2 states to "Expand on existing watershed management policies to set goals and priorities for protecting, restoring, and improving the county's environmental resources." Action Item N2.5 under Policy 2 further states to "Continue to coordinate and cooperate with other local, regional, and state agencies and organizations, such as the NC Division of Water Quality, on joint watershed planning and management." Finally, the proposed text amendment is also consistent with Policy 3 of the Protected Natural Environment & Greenspace Planning Theme which states to Protect Natural Features and Sensitive Areas including Riparian Areas, Floodplains, and Vegetation/Tree Cover. Additionally, the amendment maintains Guilford County's consistency with State and Federal floodplain regulations and helps ensure county residents maintain access to vital flood insurance," which is incorporated into this motion by reference, and that the Planning Board recommend adoption of the

proposed text amendment with the further revision to the definition of “Appeal” recommended by staff at the meeting, to the Board of County Commissioners, seconded by Mr. Alston.

The Board voted unanimously, (6-0), in favor of the motion. (Ayes: Donnelly, Craft, Bui, Drumwright, Alston and Little. Nays: None.)

D. UNIFIED DEVELOPMENT ORDINANCE (UDO) TEXT AMENDMENT CASE #26-03-PLBD-00016: AN AMENDMENT TO SUBSECTION 10.06 (CIVIL PENALTIES – ASSESSMENT AND PROCEDURES) TO ESTABLISH SPECIFIC CIVIL PENALTY AMOUNTS FOR VIOLATIONS

Mr. Tew stated that the proposed text amendment to Guilford County Unified Development Ordinance (UDO) Subsection 10.06: Civil Penalties – Assessment and Procedures establish specific civil penalties (monetary) for violations of the UDO that do not currently have a specified civil penalty amount. The UDO establishes specific civil penalties (monetary) for some violations, including parts of Subsection 9.1: Stormwater Management and Watershed Protection Districts (see Subsection 9.1.F.5(d)(iv)(5)), Subsection 9.2: Soil Erosion and Sedimentation Control (see Subsection 10.07), and Subsection 9.4: Illicit and Illegal Discharges (see Subsection 9.4.12). This text amendment would apply specific civil penalties (monetary) for all other violations of the UDO including, but not limited to, all zoning and subdivision violations. UDO Subsection 10.06.A currently refers to G.S. 160D-404(c), which enables counties to enforce development regulations by any of the remedies provided in G.S. 153A-123. NCGS 153A-123 enables counties to assess civil penalties for ordinance violations.

Mr. Tew explained that the proposed civil penalty amounts are as follows: \$50.00 for the first offense, \$100.00 for the second offense, \$200.00 for the third offense, and \$500.00 for the fourth and each succeeding offense. Note, UDO Subsection 10.03.C specifies that “every calendar day an offense is not remedied after being served a Notice of Violation shall be considered a separate offense.”

Mr. Tew noted that staff conducted a review of the civil penalty amounts assessed by neighboring jurisdictions of comparable size and attached a table to the Board members’ packets for review. The proposed amounts are consistent with the civil penalties assessed by both the City of Greensboro and the City of High Point.

Mr. Tew stated that the proposed text amendment is consistent with the following elements of the Comprehensive Plan: Planning Theme: Community Character - Goal Statement: “Celebrate Guilford County’s unique sense of place by balancing agricultural preservation with desired development patterns, context-sensitive site design and placemaking.” Planning Theme: Attainable Housing - Policy 4: “Encourage the preservation, maintenance, and development of high-quality and safe housing.” The proposed text amendment is consistent with Comprehensive Plan goals related to preserving community character and emphasizing safe

neighborhoods as it furthers the County's ability to ensure compliance with the UDO and obtain correction of violations. Additionally, the purpose of the UDO is to promote the health, safety, and general welfare of the residents of Guilford County and the proposed text amendment aligns with this purpose.

Mr. Tew said staff recommended approval of the proposed text amendment.

Attorney Wendy Sivori explained that they are trying to do this with all departments, county-wide to list all violation fines. The fines will be listed in the County fee schedule which will be going to the Board of Commissioners for consideration in June.

Mr. Hardin pointed out that the County's main goal with zoning enforcement is getting to compliance. Staff have few cases that get to the point of issuing civil penalties.

Mr. Little asked if there is a fee to file an appeal. Mr. Tew responded that there is a fee for filing an appeal.

Chair Donnelly opened the Public Hearing, and no one came forward to speak. There being no speakers on this matter, Chair Donnelly closed the Public Hearing by acclamation. Chair Donnelly asked if there was discussion or if someone wanted to make a motion.

Mr. Little moved that the text amendments as proposed in Case # 26-03-PLBD-00016, which pertains to civil penalties, are consistent with adopted plans for the reasons stated in the Consistency section of the staff report, which is incorporated into this motion by reference, "The proposed text amendment is consistent with the following elements of the Comprehensive Plan: Planning Theme: Community Character - Goal Statement: "Celebrate Guilford County's unique sense of place by balancing agricultural preservation with desired development patterns, context-sensitive site design and placemaking." Planning Theme: Attainable Housing - Policy 4: "Encourage the preservation, maintenance, and development of high-quality and safe housing." The proposed text amendment is consistent with Comprehensive Plan goals related to preserving community character and emphasizing safe neighborhoods as it furthers the County's ability to ensure compliance with the UDO and obtain correction of violations. Additionally, the purpose of the UDO is to promote the health, safety, and general welfare of the residents of Guilford County and the proposed text amendment aligns with this purpose" and that the Planning Board recommend adoption of the proposed text amendment to the Board of County Commissioners, seconded by Dr. Bui.

The Board voted unanimously, (6-0), in favor of the motion. (Ayes: Donnelly, Craft, Bui, Drumwright, Alston and Little. Nays: None.)

VIII. Other Business

Chair Donnelly asked if staff could provide information for the May meeting. Mr. Bass said that there are three (3) rezoning cases, a possible Special Use Permit, and the Public Hearing for the road closing that was scheduled tonight. Staff do not anticipate having to move the location of the meeting at this time.

A. Consideration of a Planning Board member to serve on the Request for Proposals (RFP) review committee for the update to the Liberty Road/Woody Mill Small Area Plan and additional items discussed

Chair Donnelly stated that there is an outstanding RFP and staff are awaiting responses from consultants that would work with the County to revise and update the Liberty Road/Woody Mill Road Small Area Plan, which looks at the 421 corridor and the kind of development that is planned in that area. He asked if there was anyone wishing to serve on that RFP review committee to represent the Planning Board.

Vice Chair Craft stated that he spoke with Mr. Gullick during the break and he would be willing to serve if no one else was interested, since he lives relatively close to that area.

Chair Donnelly stated that the committee would probably include somebody from the Southeast Area community group, someone from the City of Greensboro, so there will be a number of people who have an interest in that area.

Mr. Little stated that he would also volunteer.

It was the consensus of the Board members that Mr. Little would be the representative on the RFP Review Committee.

Chair Donnelly announced that the County Commissioners are holding forums for the Strategic Plan being proposed, as well as next year's budget.

He attended the session Monday night and urged other Board members to attend one of the forums coming up in the next couple of weeks.

Rev. Drumwright stated that there is a notice on the County website that someone is posing as a member of the Planning Board. There is a scam going on that sends letters and emails out to some of the applicants asking them to pay an invoice. He asked that staff reach out to the upcoming applicants to make sure they are aware of that potential scam and notify staff if they should get any alerts. Mr. Bass stated that staff have been notified of the fake invoices. He said this is an ongoing issue that staff have been alerting applicants of for several months. Staff are actively looking into this issue.

IX. Adjourn

There being no further business before the Board, Chair Donnelly adjourned the meeting by acclamation at 8:15 p.m.

The next regular meeting of the Guilford County Planning Board is scheduled for May 13th, 2026, to be held in the Carolyn Q. Coleman Conference Room, Old Guilford County Courthouse.