

Minutes of the Town of Huntersville Planning Board

The Town of Huntersville Planning Board met at 6:00 p.m. on Wednesday, November 19, 2025.

Roll Call

Present: J. Henson, S. Hensley, C. Boyd, L. Hallman, M. Horsman, M. Pollard, T. Loomis, J. Wright, and A. Miller.

Absent: P. Tokpah

Approval of Minutes

Item 2A: Consider approval of the September 23, 2025, regular meeting minutes.

Motion: C. Boyd made a motion to approve September 23, 2025, regular meeting minutes. T. Loomis seconded the motion.

Vote: The motion passed unanimously (9-0).

Item 2B: Consider approval of October 14, 2025, special meeting minutes.

Motion: L. Hallman made a motion to approve October 14, 2025, special meeting minutes. C. Boyd seconded the motion.

Vote: The motion passed (8-0-1) with T. Loomis abstaining.

Item 2C: Consider approval of October 28, 2025, regular meeting minutes.

Motion: C. Boyd made a motion to approve October 28, 2025, regular meeting minutes. L. Hallman seconded the motion.

Vote: The motion passed unanimously (9-0).

Public Comments:

No public comments

Action Items

Item 4A: Consider a recommendation on Petition #TA25-11, a request by Northwood Ravin, to amend Articles 4.9 and 8.16 of the Zoning Ordinance to allow reduced setbacks for some attached garages and modify requirements for mechanical equipment.

L. Speight, Senior Planner entered her staff report into the record, a copy of which is attached hereto as Exhibit A and incorporated herein by reference. Staff reviewed the proposed text amendment and stated that staff recommends approval.

The Board reviewed the different requirements and definition of attached and detached structures, how maximum build area could be affected on existing lots, where this would allow HVAC units to be placed, any potential risk associated with the allowed placement of the HVAC units.

Motion: C. Boyd made a motion to approve TA25-11 based on the amendment being consistent with policies LU 8.0, and 8.1 of the Huntersville 2040 Plan. It is reasonable and in the public interest to amend the zoning ordinance because it will allow greater flexibility for setbacks of garages for single family homes. T. Loomis seconded the motion.

L. Hallman commented that he could not support the motion as it is stated due to it not having a restriction to the mechanical. The Board had additional discussion related to the current rules for HVAC and pool equipment and the data available to make a decision and not be arbitrary.

Amended Motion: C. Boyd made a motion to approve TA25-11 based on the amendment being consistent with policies LU 8.0, and 8.1 of the Huntersville 2040 Plan. It is reasonable and in the public interest to amend the zoning ordinance because it will allow greater flexibility for setbacks of garages for single family homes as well as mechanical equipment but only within 10 feet of the structure. T. Loomis seconded the motion.

Vote: The motion passed (8-1) with M. Pollard opposed.

Item 4B: Consider a recommendation on Petition #TA25-10, a request by R. Todd Hirschfeld to amend Articles 3.2.3 and 9.18 of the Zoning Ordinance to permit with conditions private helistops in the General Residential zoning designation.

B. Prichard, Planner II entered her staff report into the record, a copy of which is attached hereto as Exhibit B and incorporated herein by reference. Staff reviewed the proposed text amendment and stated that staff recommend denial of the proposed text amendment and recommends a special use permit process be recommended if there is a desire to allow this on a case-by-case basis.

The Board asked staff clarifying questions related to what the text amendment would permit on a Town side zoning basis.

The applicant, R. Todd Hirschfeld, Huntersville presented and answered questions.

The Board asked follow up questions to staff and the applicant relative to the proposed text amendment, wide-spread approval this could create, jurisdiction verification, noise, safety, and potential effects on neighbors.

Legal staff clarified that the Board could recommend approval or denial of the existing text amendment and include a recommendation for the Town Board to have a staff driven special use permit category brought forward for consideration.

Motion: S. Hensley made a motion to deny TA25-10 based on the amendment being inconsistent with a number of critical issues, however, the Board recommends the Town Board to direct staff to create a staff driven special use permit category for helistops in residential districts. M. Pollard seconded the motion.

Vote: The motion passed unanimously (9-0).

Item 4C: Consider a recommendation on Petition #TA25-12, a request by the Town of Huntersville Planning Department to amend Articles 4.9 and 8.16 of the Zoning Ordinance to allow detached garages in any yard on lots over five acres in size.

B. Prichard, Planner II entered her staff report into the record, a copy of which is attached hereto as Exhibit C and incorporated herein by reference. Staff reviewed the proposed text amendment and stated that staff recommends approval.

Motion: C. Boyd made a motion to approve TA25-12 based on the amendment being consistent with the zoning ordinance, aligns the town zoning ordinance with the state statute and allows design flexibility for large lots without altering urban design standards. T. Loomis seconded the motion.

Vote: The motion passed unanimously (9-0).

Item 4D: Consider Petition #V25-01, a request by Sean and Anna Townsend, for a variance from Article 3.2.3 (d)(3) Setback Requirements to allow the home to encroach two feet into the front yard setback. Quasi-judicial Hearing Introduction: Chairperson Henson introduced the quasi-judicial hearing.

Standing: Chairperson Henson asked all individuals with standing to identify themselves. Chairperson Henson recognized Sean and Anna Townsend, the applicants, and Town of Huntersville staff as having standing.

Witnesses: Chairperson Henson asked whether any individuals with standing or otherwise would present witnesses. None were presented.

Swearing In: Chairperson Henson swore in Sean and Anna Townsend, Becca Prichard, and Brad Priest.

Disclosures: Chairperson Henson asked the Board if there any conflicts of interest, ex-parte communications, or objections of any fellow Board members. None were presented.

Staff Report: B. Prichard, Planner II entered her staff report into the record, a copy of which is attached hereto as Exhibit D and incorporated herein by reference. Staff reviewed the variance request and stated that in their findings, the applicant has met the four findings of fact and recommends approval of the variance request.

Discussion: The Board asked staff how this came to light.

Applicant Presentation: Anna Townsend, 10302 Sawtimber Court presented.

Deliberation: The Board agreed that in their opinion the conditions have been met.

Motion: M. Pollard made a motion to approve V25-01, a request by Sean and Anna Townsend for variance from the zoning ordinance article 3.2.3 (d)(3) based on the findings that the request meets all four criteria outlined in the zoning ordinance for granting this variance. The Board adopts all findings of facts as presented by staff. J. Wright seconded the motion.

Vote: The motion passed unanimously (9-0).

Other Business

Adjourn

J. Wright made a motion to adjourn. L. Hallman seconded the motion.

Vote: The motion passed unanimously (9-0).

Approved this 27 day of JANUARY 2025. ~~2024~~



Chairman or Vice Chairman



Board Secretary