

Board Chair:

Planning Director:
Matthew Hoagland



Commissioners' Meeting Room
124 W Elm Street
Graham, NC 27253
January 15, 2026 at 5:30 PM

ALAMANCE COUNTY BOARD OF ADJUSTMENT AGENDA

- I. CALL TO ORDER**
- II. OATHS OF OFFICE**
- III. ELECTION OF CHAIR AND VICE CHAIR**
- IV. OLD BUSINESS**
 - 1. Approval of July 17, 2025 Meeting Minutes
- V. NEW BUSINESS**
 - 1. Adoption of 2026 Meeting Calendar
 - 2. Board Member Training/Mock Variance
- VI. ANNOUNCEMENTS/DISCUSSION**
 - 1. 2026 Board Photo
- VII. ADJOURNMENT**

Board Chair:
Ike Holt, III

Planning Director:
Matthew Hoagland



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124 W Elm Street
Graham, NC 27253
July 17, 2025 at 5:30 PM

ALAMANCE COUNTY BOARD OF ADJUSTMENT

Meeting Minutes

Present:

Chairman Ike Holt, Vice Chair Ray Cobb, Debra Hyder, Michael Wilson, Bill Poe (Alternate)

Absent:

Michael Owens, Rena Matthews (Alternate)

Also Present:

Planning Director Matthew Hoagland, Planner 1 Keyshawn Haith

I. CALL TO ORDER

Mr. Holt called the meeting was called to order at 5:30 p.m.

II. OLD BUSINESS

Board members approved the minutes from the June 19, 2025, meeting. The Board also approved the official decision for Variance Case #2025-001.

III. NEW BUSINESS

This meeting served as a training session for the Board. Planning Director Matthew Hoagland gave a presentation on standard Board of Adjustment operations and the state general statutes that govern their activity. He also presented mock variance and appeal scenarios for the Board to act out as trial exercises. Mr. Ray Cobb acted as chairman of the board for these proceedings.

IV. ANNOUNCEMENTS/DISCUSSION

None.

V. ADJOURNMENT

Mr. Holt took back over as chair of the meeting and asked for a motion to adjourn. Mr. Cobb made a motion to adjourn, seconded by Mr. Holt, and approved unanimously. The meeting concluded at 7:28 p.m.

Alamance County

PLANNING DEPARTMENT
201 W. Elm Street
Graham, North Carolina, 27253
Tel. (336) 570-4053

2026 Board of Adjustment Calendar

All meetings begin at 5:30 PM.

Meeting location:
Commissioners' Meeting Room
124 W. Elm Street, 2nd Floor
Graham, NC 27253

Meeting Date	Agenda Item Submittal Deadline
February 19 th , 2026	January 20 th , 2026
March 19 th , 2026	February 17 th , 2026
April 16 th , 2026	March 17 th , 2026
May 21 st , 2026	April 21 st , 2026
June 18 th , 2026	May 19 th , 2026
July 16 th , 2026	June 16 th , 2026
August 20 th , 2026	July 21 st , 2026
September 17 th , 2026	August 18 th , 2026
October 15 th , 2026	September 15 th , 2026
November 19 th , 2026	October 20 th , 2026
December 17 th , 2026	November 17 th , 2026
January 21 st , 2027	December 22 nd , 2026

**Agenda mail-out/posting date may vary based on general statutes and agenda items.
Meetings may be cancelled due to a lack of agenda items.

Adopted:

Alamance County Planning Department

Matthew Hoagland, Planning Director
201 W. Elm Street, Graham, NC 27253
Phone: (336) 570-4053 | Email: MHoagland@AlamanceCountyNC.gov

Derry Subdivision Mock Variance Exercise

The Derry family is requesting a variance from Section 6.9.4.(G.i) of the Alamance County Unified Development Ordinance which requires a minimum of sixty (60) feet of street frontage for newly created subdivision lots.

They are proposing to divide a two-acre property along Burch Bridge Road in the Morton Township. Their plan is to divide the property in half to result in two, one-acre lots. All requirements of the ordinance appear to be in compliance, including lot size, road access, ability to comply with setbacks, width, and similar features.

However, a staff review noted the presence of a flood zone area on the northern edge of the proposed Lot 2. Staff informed the Derrys that Section 6.9.4. (G.v.) categorizes such land as “marginal land,” which, according to the ordinance, “*shall not be considered in determining the minimum lot area or maximum lot depth as herein specified.*”

Staff informed the Derrys that they would likely not approve the final subdivision plat since the marginal land would reduce the street frontage measurement of Lot 2 from 60 feet down to 48 feet, which is below the minimum requirement of the ordinance. Rather than face this likely denial, the Derrys chose to request this variance.

For variances, please consider each of the following criteria and make a determination upon each:

- (1) Unnecessary hardship would result from the strict application of the regulation. It is not necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.
- (2) The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance. A variance may be granted when necessary and appropriate to make a reasonable accommodation under the Federal Fair Housing Act for a person with a disability.
- (3) The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance is not a self-created hardship.
- (4) The requested variance is consistent with the spirit, purpose, and intent of the regulation, such that public safety is secured and substantial justice is achieved.

Remember that a four-fifths vote is required to grant a variance. Please address each of these criteria individually for the record.

