BURKE COUNTY
NORTH CAROLINA

RESOLUTION DESIGNATING THE PLANNING DIRECTOR AS THE ZONING ADMINISTRATOR AS PROVIDED BY THE BURKE COUNTY ZONING ORDINANCE

WHEREAS, The Burke County Zoning Ordinance designates that the Zoning Administrator is to be a planning department staff member responsible for the review and issuance of zoning permits;

WHEREAS, The Burke County Zoning Ordinance, Section 8.3, states that the Zoning Administrator is authorized and empowered on behalf of the Board of Commissioners to administer and enforce the provisions of the Burke County Zoning Ordinances, including:

1. Receiving applications,
2. Inspecting premises,
3. Issuing zoning and compliance permits,
4. And reviewing and taking appropriate action on site plans, in conformance with the provisions of this ordinance.; and

WHEREAS, The Burke County Zoning Ordinance, Section 8.3, states that the Zoning Administrator shall have authority on behalf on the Board of Commissioners to administer and enforce the Burke County Zoning Ordinance including:

1. Ordering in writing the remedy of any violation of this ordinance with the approval of the Planning Director,
2. Commencement of legal action, including injunction, abatement, or the appropriate action to ensure compliance with this ordinance.

WHEREAS, the Burke County Zoning Ordinance, Section 8.3, further states that the Zoning Administrator has the authority to take final action on minor variances not to exceed twenty percent (20%) of the total setback requirement, lot size, or accessory building size. The Zoning Administrator does not have the authority to take final action on applications that require final action by the Board of Commissioners, the Planning Board, or the Board of Adjustment;

WHEREAS, the Board of Commissioners has determined it appropriate that the Planning Director also hold the title and role of Zoning Administrator, with all powers and duties stated in the Burke County Zoning Ordinance; and

THEREFORE, the Board of Commissioners of Burke County resolves that:

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1. The Burke County Planning Director is hereby also designated as the Zoning Administrator.

2. The Burke County Planning Director hereby has the same duties, powers, and obligations delegated to the Zoning Administrator by the Burke County Zoning Ordinance.

3. The designation provided hereby, including all duties, powers, and obligations, is retroactive to [Date of Bradley's Start as Planning Director].

Adopted the _____ day of September, 2026.

_____
Jeffrey C. Brittain, Chairman
Burke County Board of Commissioners

ATTEST:

_____
Morgan Buchanan
Clerk to the Board of Commissioners

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