

# Appendix A

## Planning Department Contact Information

### Location

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The Hillsborough Planning Department is located in Town Hall, at 101 E. Orange St.; the parking lot is accessed from East Corbin Street. Once inside the building's main entrance, the offices are on the first floor on the left.

Planning Department website: <https://www.hillsboroughnc.gov/government/departments-and-divisions/planning/>

Phone: 919-732-1270

Fax: 919-644-2390

Mailing Address: P.O. Box 429, Hillsborough, NC 27278

### Staff

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**Planning Director: Margaret Hauth, AICP, 919-296-9471**

**margaret.hauth@hillsboroughnc.gov**

Directs work flow within the department to accomplish goals and board directives. Serves as primary contact for rezonings, major subdivisions, special use permits, code enforcement and addressing. Provides staff support to the **Town Board** and **Planning Board**.

**Senior Planner: Tom King, AICP, CZO, 919-296-9472**

**tom.king@hillsboroughnc.gov**

Performs site plan review and issues zoning compliance permits. Provides staff support to the **Board of Adjustment** and the **Technical Review Committee**.

**Planner: Justin Snyder, 919-296-9473**

**justin.snyder@hillsboroughnc.gov**

Issues zoning compliance permits. Performs code enforcement duties. Provides staff support to the **Historic District Commission**.

**Planning Technician: Taylor Perschau**

**taylor.perschau@hillsboroughnc.gov**

Provides support to staff in the Planning Department. Assists with zoning permit application review, site inspections, and code enforcement.

**Economic Development Planner: Shannan Campbell, CZO, 919-296-9477**

**shannan.campbell@hillsboroughnc.gov**

Acts as a permitting liaison between businesses and the Town/County. Performs recruitment, retention, and business expansion assistance. Provides staff support to the **Tourism Board** and **Tourism Development Authority**. Accomplishes tourism goals and board directives.

**Public Space Manager: Stephanie Trueblood, 919-296-9481**

**stephanie.trueblood@hillsboroughnc.gov**

Responsible for developing and maintaining public facilities and grounds including parks, greenways, cemeteries, sidewalks, streets and urban spaces. Performs project management for public projects and is responsible for placemaking strategies. Provides staff support to the **Parks and Recreation Board** and the **Tree Board**.

**Administrative Support Specialist: Pam Gainey, 919-296-9600**

**pamela.gainey@hillsboroughnc.gov**

Provides support to staff in the Public Works and Public Space Division.

**Stormwater & Environmental Services Manager: Terry Hackett, 919-296-9621**

**terry.hackett@hillsboroughnc.gov**

Manages town's stormwater program, including the NPDES permit requirements, public information and outreach, stream buffer and stream determination and stormwater review and monitoring BMP maintenance.

**Stormwater Coordinator: Heather Fisher, 919-296-9622**

**heather.fisher@hillsboroughnc.gov**

Implements and oversees the illicit discharge and stormwater pollution reduction plans, and ensures compliance of the town's post-construction stormwater program.

## Other Contacts

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Orange County  
Building Inspections  
131 W. Margaret Ln.  
P.O. Box 8181  
Hillsborough, NC 27278  
919-245-2600

Jerry Wagner  
Fire Marshal  
890 N.C. 86 N  
P.O. Box 429  
Hillsborough, NC 27278  
919-241-4801

Wesley Poole  
Orange County  
Erosion Control  
P.O. Box 8181  
Hillsborough, NC 27278  
919-245-2587

Chuck Edwards, PE NCDOT  
District Engineer  
P.O. Box 766  
Graham, NC 27253  
336-570-6833

Marie Strandwitz  
Utilities Director  
105 E Corbin St.  
P.O. Box 429  
Hillsborough, NC 27278  
919-296-9631

Ken Hines  
Public Works Director  
101 E. Orange St.  
P.O. Box 429  
Hillsborough, NC 27278  
919-296-9601

Orange County Solid Waste  
Jeff Scouten  
1207 Eubanks Rd.  
P.O. Box 17177  
Chapel Hill, NC 27516  
919-968-2788

Jeff Cabe  
Fire Chief  
206 S. Churton St.  
P.O. Box 30  
Hillsborough, NC 27278  
919-732-7911

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