



MINUTES

Tuesday, April 9, 2024: 6:00 PM

Town Council Business Meeting

E.S. Douglass Community Center: 1185 W. Pennsylvania Ave

1. CALL TO ORDER

Mayor Clement called the meeting to order. The following members of Town Council were present: Mayor Taylor Clement; Bill Pate; Ann Petersen; Debra Gray; and Brandon Goodman.

2. PLEDGE OF ALLEGIANCE

This item was deleted from the paper copy of the Agenda in error, Mayor Clement led the group in the Pledge of Allegiance.

3. TOWN MANAGER'S COMMENTS

Town Manager Reagan Parsons reviewed the agenda.

a. Adopt Agenda

Mayor Clement requested the addition of Item 6d - Approve a request for a charter amendment to incorporate council procedures into the existing Town Charter.

Mayor Pro Tem Pate moved to approve the proposed meeting agenda with the additions of:

- Add #2 Pledge of Allegiance back in - removed from the paper copies of the agenda distributed at the meeting by mistake.

- Add item 6d - Approve a request for a charter amendment incorporating council procedures in the Town Charter

Councilmember Goodman seconded the motion and the vote was unanimous.

Motion passed.

4. PUBLIC COMMENTS

Dorothy Brower of 102 Eastman Rd reported her opinions that the streets of Carlisle, Harden, Gaines, and Stevens; the Avenues of West Wisconsin, Iowa, and Indiana in the area between West Pennsylvania, Morganton, and US 15/501 Business have become more dangerous than reported due to speeding and reckless drivers. Ms. Brower shared her thoughts on improvements and asked for government support in resolving the issues.

Lee Miller, who resides in the Longleaf Community, addressed the Council regarding the proposed Knollwood Rd. Multi-Modal Trail project and cited several articles (copies given to Council) regarding the growth in Moore County.

Hugh Minor of Paddock Lane addressed the Council regarding an article in the latest utility bill insert regarding the Move Over Law and what he views as the inability to follow such a law should a lane be removed on Knollwood Rd. for the proposed Multi-Modal Project.

Michele Alvarez of the Longleaf Community shared her opinions on the proposed Knollwood Rd Multi-Modal Trail Project and the reasons she is against the proposed plan.

Debra Payer of the Longleaf Community shared her reasons why she is against the proposed Knollwood Rd. Multi-Modal Project. - against any changes to Knoll Road.

Linda White of 1160 W. Illinois Ave. complained about the how early the dump trucks and construction on Midland Road is starting in mornings. Ms. White also expressed her frustration regarding the lack of police response to calls about a certain car racing up and down Wisconsin Ave.

5. CONSENT AGENDA

Town Manager Parsons reviewed the Consent Agenda for the Council.
Discussion ensued.

Mayor Pro Tem Pate moved to approve the Consent Agenda, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

a. Appoint Kelly Ficker to the Library Advisory Board

The Library Advisory Board currently has a vacancy due to a previous member who was unable to serve her full term. Kelly Ficker has submitted an application and the Board requests Council approval. Ms. Ficker's appointment will be for the remainder of the unexpired term, until December 31, 2025.

b. Adopt Ordinance #3034 to Modify the Town's Code of Ordinances for Cemeteries

This amendment addresses burials and maintenance at the Town's Mt. Hope Cemetery. These changes will allow up to two people to be buried in a single plot. This amendment also clarifies items that are prohibited in or near the grave sites in order to ensure safety, ease of maintenance, and the visual character of the cemetery.

c. Adopt Ordinance #3035 Setting Fees for the Mt. Hope Cemetery

This amendment removes all fees from the Code of Ordinance and incorporates them into the Town's fee schedule. It also sets current prices for the sale of plots, including the ability to bury two people in a single plot. The fee schedule also sets an administrative fee for requests of Town staff to locate grave sites.

d. Approve Town Council Meeting Minutes for March 2024

- March 12, 2024, Town Council Business Meeting
- March 19, 2024, Town Council Work Session

e. Approve Ordinance #3036 - Budget Amendment for SBITA Clarification

This amendment provides corrections, involving no bottom line impact, to a previously adopted Budget Amendment specific to GASB requirements.

f. Call for an April 23rd Public Hearing for Installment Financing to Fulfill the Obligations of a Reimbursement Agreement for Carolina Parkway.

The Local Government Commission (LGC) meets in May Town Council has a statutory requirement to hold a Public Hearing ahead of consideration of an installment loan contract for the purpose of the Parkway Reimbursement at the LGC May meeting.

6. ACTION ITEMS

a. Adopt Resolution #1083 Regarding the Issuance of an Installment Contract for the Financing of a Reimbursement Agreement.

Resolution authorizing the filing of an application for approval of an installment financing contract authorized by North Carolina General Statutes § 160A-20 and making certain findings required by North Carolina General Statutes § 159-151

Town Manager Parsons reviewed the request for the Council.
Discussion ensued.

Mayor Pro Tem Pate moved the approved Resolution #1083 - Approving the Issuance of an Installment Contract for the Financing of a Reimbursement Agreement, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

b. Request for extension of Special Use Permit SU-04-22: Expansion of Boles Funeral Home at 425 W. Pennsylvania Ave.

Boles Family LLC, requests an extension to a special use permit in order to construct a 340 square foot addition to the existing funeral home. A special use permit was required due to the use being a legal nonconforming use in the Central Business (CB) District where the proposed project is located.

Planning Director BJ Grieve presented the request and staff report to the Council.
Discussion ensued.

Mayor Pro Tem Pate moved to approve the Request for Extension of Special Use Permit SU-04-22: Boles Funeral Homes, seconded by Councilmember Goodman; the vote was unanimous.
Motion passed.

c. WP-01-24: Watershed Protection Permit for .29 acres at 650 E. Ohio Ave.

George and Ramona Garrell have submitted an application for a Watershed Protection Permit requesting .29 of an acre of 5/70 exemption allocation to develop an accessory structure, which will result in 35% total impervious surface on the subject property which is located within the Little River Intake No. 2 Watershed.

Planning Director BJ Grieve presented the request and staff report to the Council.
Discussion ensued.

Mayor Pro Tem Pate moved to approve WP-01-24; Watershed Protection Permit for .29 acres at 650 E. Ohio Ave., seconded by Councilmember Gray; the vote was unanimous.
Motion passed.

d. Town Attorney McCarley requests to amend the Town Charter to clarify Council voting practices.

Town Attorney McCarley requests a change to the Town Charter to clarify the voting requirements for the Town Council.

Mayor Clement reviewed the item request with the Council and Town Attorney McCarley added some additional detail to the explanation.
Discussion ensued.

Mayor Pro Tem Pate moved to approve the request to amend the Town Charter to clarify Council voting procedures, seconded by Councilmember Petersen, the vote was unanimous.
Motion passed.

7. PUBLIC HEARINGS

a. PD-01-24 Preliminary Development Plan for Belle Meade Retirement Community

St. Joseph of the Pines, Inc. requests approval to add 40 residential units on the north side of the existing Belle Meade continuing care retirement center.

Mayor Clement opened the hearing.

Town Attorney McCarley qualified the Council.

Town Clerk Beth Robertson swore in all participants:

- Town Planner Grieve
- Senior Planner Alaina Mallette
- Dan Jewel
- Elizabeth Wilcox

Senior Planner Alaina Mallette presented the application and staff report to the Council.

Staff Report entered as Exhibit A

Staff Presentation entered as Exhibit B

Mayor Pro Tem Pate questioned the timing of the different phases. After research, Senior Planner Mallette clarified the work to be completed in each of Phase I and Phase II.

Dan Jewel and Elizabeth Wilcox of Thomas & Hutton, on behalf of the applicant, gave a brief presentation on the proposed project.

Councilmember Petersen questioned how the applicant had improved the run-off and was informed it's a matter of reducing the impervious surfaces, reducing the amount of runoff and improvements drainage ponds.

Mayor Clement asked for clarification regarding the buffer and was told it was to be an undisturbed buffer.

Councilmember Petersen asked for confirmation of requirements for buffer and was informed it was a condition of approval.

Applicant presentation entered as Exhibit C.

Senior Planner Mallette clarified for the Council the conditions that their decision was to based off of.

No public comments were voiced.

Mayor Clement TC closed the public hearing

Mayor Pro Tem Pate moved to adopt Attachment 1 of the staff report, as drafted, as Findings of Fact regarding the proposed Preliminary Development Plan PD-01-24. The motion was seconded by Councilmember Goodman and the vote was unanimous.

Motion passed.

Mayor Pro Tem Pate further moved to approve the Preliminary Development Plan for PD-01-24, seconded by Councilmember Goodman; the vote was unanimous.

Motion passed.

b. SU-01-24 Special Use Permit to Amend Boundaries of Mid South Master Plan

PILLCSUB, LLC requests an amendment to the Mid-South Master Plan approved in 1988 (Conditional Use Permit CU-08-88). The amendment proposes removing +/-9.26 acres from the Master Plan that is located in Pinehurst's jurisdiction. This is the northernmost portion of Palmer Dr, between Knoll Rd and Midland Rd.

Mayor Pro Tem Pate has requested to be recused from the hearing for SU-01-24. So moved by Councilmember Gray, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

Town Attorney McCarley qualified the Council.

Mayor Clement opened the hearing.

Mayor Clement swore in all people wishing to testify::

- Town Planner Grieve
- Senior Planner Alaina Mallette
- Bob Levy
- Thomas Van Camp
- Paul Saathoff
- Cliff Doll
- Randall Frye

Senior Planner Mallette reviewed the request and staff report for the Council.

Staff Report w/links and attachments entered as Exhibit A.

Staff Presentation entered as Exhibit B.

TOSP Meeting minutes dated September 13, 1988 entered as Exhibit C.

Email Correspondence dated April 7 & 8, 2024 entered as Exhibit D.

Mayor Clement clarified for the record that the 1988 referenced minutes refer to Councilmember Marquita Daniels as a 'man' and she was actually a woman.

Councilmember Goodman stated that the annexation was adopted at the meeting of October 11, 1988 per meeting minutes.

Planning Director Grieve spoke to the Council regarding the minutes of September 1988, that show that the annexation was discussed and asked on to remove the 5-10 acres that are located in Pinehurst and the hearing was closed. The meeting on October 11, 1988 voted to approve the annexation from September minus the acreage removed at the September meeting.

Discussion ensued.

The 25-ft buffer screen and the existence of jogging/walking trails were debated and discussed.

Councilmember Petersen requests that the word 'may' be removed from conditions. Mr. Levy agrees to the change as long as the condition only affect future development.

Paul Saathoff addressed the Council and entered his presentation as Exhibit E.

Discussion ensued.

Councilmember Petersen requests that the following changes be made:

- remove the 'may include' to 'include'
- create jogging walking trails
- include a 25-ft buffer screen, as defined in the current UDO

Mr. Levy and Mr. Van Camp agree to the 3 requests with the condition that they only pertain to future development.

Cliff Doll of 115 Belfair Court asked for a definition of open space (is it considered public space)? Planning Director Grieve addressed the question by stating that it depends on when the open space was declare, where it is located and what its purpose was to be.

Randall Frye of 101 Old Clubhouse Lane and Vice-President of the Mid-South Board of Directors of the Property Association and is representing the board The board supports the removal of the 9+ acres as long as the open space requirements were met. The expectation of the Board is that the owner will continue to coordinate his efforts with the Town of Southern Pines and the Village of Pinehurst and our hope that he will cooperate with the homeowners. Biggest concern at the moment is the safety of the entrance at Knoll Road.

Tom VanCamp on behalf of the applicant addressed the comments by Mr. Frye. He is going to work with the applicant to address some of the issues with the POA and be reasonable in their dealings.

Discussion ensued.

Mayor Clement closed the hearing.

Mr. Van Camp reviewed the modified conditions as discussed by Council during the hearing and prepared by staff and agreed verbally to the language to be read in the final motion.

Councilmember Goodman moved to adopt Attachment 1 of the staff report as Findings of Fact regarding the proposed Special Use Permit SU-01-245, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed

Councilmember Goodman moved to approve Special Use Permit SU-01-24 with the following conditions:

a) Open space for the overall remaining development within Southern Pines' jurisdiction shall not fall below the 28.16 acres, as is required by the 1988 conditional use permit (i.e. CU-07-88 and CU-08-88) as amended, the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988, the expansion of Mid-South Club (i.e. CU-02-04), and the 2024 Overall Master Plan - Existing Open Space map. Any future development application including final plats, within the amended and corrected Mid-South Mast Plan shall provide open space labels and calculations for town staff to check for compliance with the open space standards.

b) Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended and corrected Mid-South Master Plan shall provide "a minimum 25-foot buffer screen" (meeting the standards of UDO §4.3.4 as that standard existed on the date of approval of SU-01-24) along the perimeter of Mid-South Club, as is required by the 1988 conditional use permit (i.e. CU-07-88 and CU-08-88), the amended and corrected Voit Gilmore Tract (i.e. Mid-South Club) Master Plan dated July 1988, and the expansion of Mid-South Club (i.e. CU-02-04).

c) Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended and corrected Mid-South master Plan shall include "walking/jogging trails" for use be all residents, where appropriate, within identified open space on new, proposed development sites, as is required by the 1988 conditional use permit (i.e. CU-04-88 and CU-08-88) as amended, the Voit Gilmore Tract (i.e. Mid-South Club) Master Plan dated July 1988, and the expansion of Mid-South Club (i.e. CU-02-04).

The motion was seconded by Councilmember Petersen and the vote was unanimous.

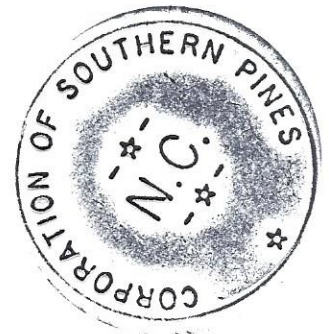
Motion passed.

8. ADJOURNMENT

Upon motion by Councilmember Petersen, seconded by Councilmember Gray and carried unanimously, Council adjourned at 9:57 pm.

Respectfully submitted:


Elizabeth Robertson, Town Clerk





NORTH CAROLINA

FY 24-25 BUDGET *Environmental Services*

updated April 9, 2024

Effective January 1, 2025, the Town will begin its contract with Meridian for garbage & recycling services.

GFL will continue to provide these services through December 31.

Staff has analyzed the terms of both contracts to project the total costs to the Town. We estimate the total expenditures to be around \$1.72M for collection & disposal.



The Town established its new environmental services division in FY 24. This team of 7 employees collects yard debris twice a month from residential neighborhoods. They also pick up bulk items and white goods, as requested.

We have recently completed our first full quarter of providing these services. We estimate total expenditures for FY 25 to be around \$950k or about \$12 per month for each of the 6,500 homes served.

By being creative, innovative, and adaptable, we can find the best path forward. It's the

*Southern
Pines Way*

Fees for Standard Residential Service

The following fees are proposed for households who receive:

- weekly curbside garbage collection (or back door, if eligible) of one can
- curbside collection of yard debris twice a month
- curbside collection of bulk items and white goods (as-needed basis - requires call for service)

Customer Fees	100%	90%	80%	70%	60%
Monthly Fee	\$28.75	\$26	\$23	\$20.25	\$17.25
Increase from Current \$17.25	\$11.50	\$8.75	\$5.75	\$3	--
Impact of Subsidy	100%	90%	80%	70%	60%
Cost to Town in FY 25	--	\$215k	\$449k	\$663k	\$898k
Customer Savings Over FY 25	--	\$33	\$69	\$102	\$138
Monthly Customer Savings	--	\$2.75	\$5.75	\$8.50	\$11.50

Fees for Multi-Family Residential Service

The following fees are proposed for households who receive garbage collection via dumpster service (frequency varies based on volume).

Customer Fees	100%	90%	80%	70%	60%
Monthly Fee	\$19.50	\$17.50	\$15.75	\$13.75	\$11.75
Change from Current \$17.25	\$2.25	\$0.25	(\$1.50)	(\$3.50)	(\$5.50)
Impact of Subsidy	100%	90%	80%	70%	60%
Cost to Town in FY 25	--	\$27k	\$50k	\$76k	\$103k
Customer Savings Over FY 25	--	\$24	\$45	\$69	\$93
Monthly Customer Savings	--	\$2	\$3.75	\$5.75	\$7.75

Why would some households pay different amounts each month?

Multi-family neighborhoods don't receive as many services from the Town. The other neighborhoods have yard debris collection and the removal of bulk items & white goods.

Why would multi-family residents potentially see a cost reduction?

These residents are currently paying for both garbage and recycling collection. The new contract with Meridian does not include recycling service in these neighborhoods, so they will only receive garbage collection via dumpster service after January 1, 2025.



Fees for Commercial Services

The Town provides services to 436 small businesses - those who do not generate enough garbage to need dumpster service. The cost to provide these services in FY 24-25 will be \$25.50 per month, which is an increase of \$5.50. These fees are based on the direct billing to the Town from GFL and Meridian, per our contract terms. Effective January 1, Meridian will collect 1 garbage cart per week from our customer customers who use the Town's solid waste services.

Recommended fee: \$25.50 per commercial business per month - 100% cost recovery

Fees for Recycling Subscription

Through December 31, all customers served by the Town will receive weekly curbside recycling collection & disposal services by GFL. These costs are reflected in the recommended fees.

On January 1, 2025, the Town's contract with Meridian begins and Southern Pines will transition to service via recycling subscription. Customers who opt-in Meridian will receive curbside collection every *other week* - 1 recycling cart (95-gallon). Meridian will bill the Town a fixed cost per month based on the total number of customers served. This includes collection & disposal based on the structure below.

Recommended fee: no less than \$7.31 per subscriber (could round down to \$7.25)

Number of Customers	Monthly Meridian Bill to Town	Lowest Cost Per Customer: 100% of tier subscribed, i.e. 650, 1300, etc.	Highest Cost Per Customer: 1 customer above tier threshold, i.e. 651, 1301, etc.	Median Cost Per Customer: subscriptions equal 50% of the tier size
1 to 650	\$4,752	\$7.31	\$4,752	\$14.62
651 to 1300	\$9,503	\$7.31	\$14.60	\$9.75
1301 to 1950	\$14,255	\$7.31	\$10.96	\$8.77
1951 to 2600	\$19,006	\$7.31	\$9.74	\$8.35

Why is the Town changing to this model?

Previously, local governments could generate revenues from selling recyclables, which helped cover solid waste service costs. In 2018, China's changes to recyclable imports disrupted the market. Since that time, we have paid increasingly higher fees for disposing of recyclables, often double the cost of landfill disposal. Moore County will charge \$120/ton for recyclables compared to \$61.90/ton for garbage in FY 25.



To manage rising expenses and keep costs as low as possible for citizens, effective January 1, 2025, the Town will shift to a recycling subscription model. This means customers only pay for recycling if they opt in, instead of being billed for it regardless of use. Those who don't subscribe can take recyclables to Moore County convenience sites or put them in their garbage cart.

How will the subscription service work?

Those customers who subscribe will be provided with a 95-gallon recycling cart. This cart will be collected at the curb every other week. The subscription fee will be added to the monthly utility fees. The Town will confirm details for signing up as we move toward this transition.



**RESOLUTION #1084
REQUESTING THE GENERAL ASSEMBLY TO AMEND THE
CHARTER OF THE TOWN OF SOUTHERN PINES**

WHEREAS, NCGS 160A-75 requires that ordinances receive a two-thirds vote in order to be adopted on the "date of introduction", and

WHEREAS, the statute defines "date of introduction" as the date the matter is first voted on, and

WHEREAS, this could delay action on items of importance to citizens with business before the Council, and

WHEREAS, most ordinances coming before the Southern Pines Town Council relate to matters that have been discussed in work session prior to the formal vote on the ordinance, and

WHEREAS, no member is likely to be surprised or unprepared to vote when an ordinance finally comes to them for a vote, and

WHEREAS, Chapter 159 of the General Statutes has special rules for voting on the adoption of an annual budget, and

WHEREAS, the efficiency of the government would be served by allowing a five-member Council to adopt matters by the usual majority of three (3) votes on an ordinance regardless of the date of introduction.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southern Pines that the North Carolina General Assembly is respectfully requested to amend Section 2.8 of the Town Charter as follows:

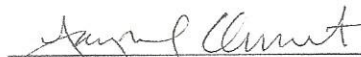
Section 2.8. Voting Requirements; Quorum.

Official action of the Town Council shall, unless otherwise provided by law, be by majority vote, provided that a quorum, consisting of a majority of the actual membership of the Council, is present. Vacant seats are to be subtracted from the normal Council membership to determine the actual membership. All final votes of the Town Council involving an ordinance, resolution or the expenditure of fifty dollars (\$50.00) or more shall be by ayes and noes and shall be entered on the records. Except as provided in Chapter 159 of the General Statutes, three ~~Three~~ affirmative votes at least shall be necessary for the passage of any order, ordinance, or resolution, whether on the date of introduction or later. For the purposes of this Section on Voting requirements, the Mayor of the Town of Southern Pines shall be considered as a voting member of the Council, and that should be taken into consideration in establishing the requirements for a quorum.

ADOPTED this the 9th day of April, 2024.

ATTEST:


Elizabeth Robertson, Town Clerk


Taylor G. Clement, Mayor



I certify that this resolution was adopted by the Town Council of the Town of Southern Pines at its meeting of April 9, 2024, as shown in the minutes of the Town Council for that date.


Elizabeth Robertson, Town Clerk



ORDINANCE #3034
AMENDING CHAPTER 92 OF THE TOWN'S CODE OF ORDINANCES:
CEMETERIES

WHEREAS, the Town of Southern Pines owns and maintains the cemetery known as Mount Hope Cemetery; and

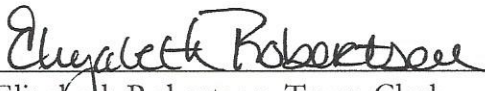
WHEREAS, Town employees are charged with maintaining the cemetery in a neat and clean condition and performing other duties to ensure the perpetual care of Mt. Hope Cemetery; and

WHEREAS, Article 17 of the North Carolina General Statutes authorizes municipalities to regulate the manner of burial and all other matters concerning the use, operation, and maintenance of city Cemeteries.

BE IT ORDAINED by the Town Council of the Town of Southern Pines, North Carolina that the Town's Code of Ordinances are amended as follows:

1. Amend the Code of Ordinances by adopting "Attachment A" in its entirety.
2. This ordinance amendment is effective April 9, 2024.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of April 9, 2024, as shown in the minutes of the Town Council for that date.


Elizabeth Robertson, Town Clerk



ATTACHMENT A

The Town's Code of Ordinances is amended by deleting the following sections in their entirety and adopting the following to replace these sections:

Adopt new section 92.26:

§ 92.26 PLACEMENT OR MAINTENANCE OF ITEMS IN OR AROUND GRAVESITES

- (A) No person(s) may place or maintain the following items in or around gravesites:
1. Artificial decorations, including but not limited to: breakable vases, pinwheels, bird houses, statutes, figurines, dolls, bottles, trinkets, signs, hanging decorations, glass objects, or similar
 2. Artificial flowers or plants
 3. Potted plants or small trees. Additionally, no shrubs, vines, or similar materials may be planted in or around the gravesite.
 4. Banners, including those at ground level to cover the grave
 5. Balloons
 6. Candles, open flames, and solar lights or lanterns.
 7. Lawn furniture or seating
 8. Fencing, trellises, or edging of any type
 9. Mulch, pebbles, gravel, rocks, blocks, stones, and similar ground covering materials
 10. Any items interfering with the safety, ease of maintenance, and visual appeal of the cemetery grounds
- (B) The following items may be placed in or around gravesites:
1. Suitable, non-breakable, durable vases or approved containers may be used for live flowers. No jars, cans, or similar are allowed.
 2. Flags and/or wreaths may be placed at or near graves in the months of May, November, and December.
 3. Above ground markers, headstones, and benches, after review and approval by Town staff.
 4. Flowers may be left for a maximum of seven (7) days and should then be discarded. Flowers should be removed earlier if they become unsightly due to fading or wilting.
- (C) The Town of Southern Pines and its employees are not responsible for any items left at gravesites. At the discretion of its employees, the Town may remove any items without prior notice in order to ensure safety, ease of maintenance, and visual appeal of the cemetery grounds. The Town may discard any items removed and is not responsible for replacing or returning them or reimbursing anyone for the cost of these items.
- (D) A violation of this section is subject to the penalty provided in § 10.99(A).

Delete existing section 92.29 ONE BURIAL PER SINGLE LOT and replace with the following:

§ 92.29 BURIALS PER LOT.

- (A) The following may be buried in a single plot or space to accommodate a maximum of two (2) persons.
1. 1 casket
 2. 1 casket + 1 urn
 3. 2 urns
- (B) When a single plot is purchased for the purpose of burying two (2) people, the purchase price is charged as a double plot per the Town's fee schedule.
- (C) If the owner of a single plot wishes to convert it to a double plot, the corresponding fee may be paid to the Town per the fee schedule.
- (D) Only one grave marker may be placed per plot. If a second person is buried in a plot with an existing marker, the original marker may be modified with additional engraving.
1. Alternatively, the original marker may be removed and a new one placed that meets the Town's current rules for size, height, and similar guidelines.



**ORDINANCE #3035
AMENDING THE TOWN'S CODE OF ORDINANCES &
ADOPTING A REVISED FEE SCHEDULE**

WHEREAS, the Town of Southern Pines owns and maintains the cemetery known as Mount Hope Cemetery; and

WHEREAS, Town employees are charged with maintaining the cemetery in a neat and clean condition and performing other duties to ensure the perpetual care of Mt. Hope Cemetery; and

WHEREAS, Article 17 of the North Carolina General Statutes (NCGS) authorizes municipalities to regulate the manner of burial and all other matters concerning the use, operation, and maintenance of city cemeteries; and

WHEREAS, Article 17 of the NCGS authorizes municipalities to impose a schedule of prices for lots in the cemetery.

BE IT ORDAINED by the Town Council of the Town of Southern Pines, North Carolina that the Town's Code of Ordinances and Fee Schedule are amended as follows:

1. Amend the Code of Ordinances by adopting "Attachment A" in its entirety.
2. Adopting the attached fee schedule in its entirety.
3. This ordinance amendment and fee schedule are both effective as of April 9, 2024.
4. The fee schedule shall be administered by the Town Manager or his/her designee.
5. The fee schedule shall be maintained by the Town Clerk.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on April 9, 2024, as shown in the minutes of the Town Council for that date.


Elizabeth Robertson, Town Clerk



ATTACHMENT A

The Town's Code of Ordinances is amended by deleting the following sections in their entirety and adopting the following to replace these sections:

§ 92.05 PRICES FOR CEMETERY LOTS AND DISTRIBUTION OF FUNDS.

- (A) The price of lots and other associated fees for the cemetery are included in the Town of Southern Pines Fee Schedule as administered by the Town Manager or his/her designee.
- (B) Funds received for the sale of cemetery lots shall be distributed as follows: 30% to General Fund revenue and 70% to the Perpetual Care Fund as provided in this chapter.

§ 92.08 RESALE OF LOTS.

- (A) No lot or grave site in the cemetery shall be sold by the owner thereof, unless it is sold to the Town at the same price that the owner paid, less an administrative fee per the Town's Fee Schedule. This administrative fee shall be retained by the General Fund.
- (B) In buying back cemetery lots, 30% of the purchase price shall be taken from the General Fund and 70% from the Perpetual Care Fund.



**ORDINANCE #3036
REPEALING ORDINANCE #3028
and AMENDING THE 2023/2024 FISCAL YEAR BUDGET**

BE IT ORDAINED AND ESTABLISHED by the Town Council of the Town of Southern Pines in regular session assembled this 9th day of April 2024 that the Operating Budget for the Fiscal Year 2023/2024 be amended as follows:

Section 1: Ordinance #3028, adopted March 12, 2024, is hereby repealed.

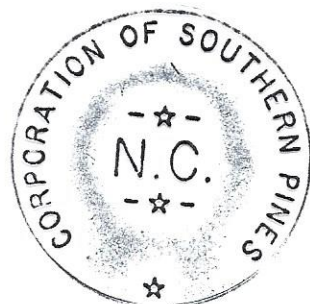
Section 2: Amend the Operating Budget for the 2023/2024 Fiscal Year Budget as follows:

<u>DEPARTMENT</u>	<u>LINE ITEM</u>	<u>CODE</u>	<u>INCREASE</u>	<u>DECREASE</u>
PW Admin	Contractual Services	10-565-4500		31,475
IT	Capital Equipment – Other	10-430-7403	20,795	
Police	Office Supplies	10-511-3300		14,600
Police	Capital Equipment – Other	10-511-7403	48,060	
General Fund	SBITA Financing	10-692-1050	20,299	
General Fund	Other Fin Source–Leases/SBITA	10-397-0100	197,802	
General Fund	Lease Financing	10-692-1000	19,200	
IT	Capital – Software – Comp Equip	10-430-7401	135,523	

Section 3: The ordinance shall take effect immediately upon adoption.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on April 9, 2024, as shown in the minutes of the Town Council for that date,


Elizabeth Robertson, Town Clerk





RESOLUTION #1083

AUTHORIZE THE FILING OF AN APPLICATION FOR APPROVAL OF AN INSTALLMENT FINANCING CONTRACT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTES §160A-20 AND MAKE CERTAIN FINDINGS REQUIRED BY NORTH CAROLINA GENERAL STATUTES §159-151

WHEREAS, the Town of Southern Pines, North Carolina (the "Town") entered into a Reimbursement Agreement dated as of June 14, 2022 (the "Reimbursement Agreement"), between it and Midland Southern Pines Retail, LLC ("Midland"), as permitted by N.C.G.S. § 160A-499; and

WHEREAS, pursuant to the Reimbursement Agreement, Midland agreed to construct a new to-be-named road to connect U.S. Highway 15-501 to Morganton Road (as identified on Exhibit A to the Reimbursement Agreement, the "Parkway"), and the Town agreed to acquire the Parkway by reimbursing Midland for Project Costs (as defined in the Reimbursement Agreement) up to a maximum amount of \$6,800,000; and

WHEREAS, pursuant to Article 23 of Chapter 160A of the North Carolina General Statutes and Town Ordinance #1993 (Defining and Establishing Municipal Service District Number 1), the Town Council of the Town established Municipal Service District Number 1 (the "MSD") effective as of July 1, 2022 for the purpose of financing, providing, and carrying out a downtown revitalization project within the MSD, and, in particular, the construction, operation and maintenance of the Parkway; and

WHEREAS, the MSD encompasses an area which is adjacent to the Parkway and comprised of 99.97 +/- acres and graphically depicted on Exhibit A to Town Ordinance #1993; and

WHEREAS, the Town Council of the Town of Southern Pines now desires to pursue the financing of the costs of the acquisition of the Parkway, including all related sidewalks, storm drains, medians, landscaping and related infrastructure (the "Project") pursuant to an installment financing contract, as permitted under N.C.G.S. § 160A-20; and

WHEREAS, it is anticipated that the cost of the Project and the payment of issuance expenses in connection with the financing will not exceed \$7,100,000; and

WHEREAS, the installment financing contract for the financing of the Project pursuant to N.C.G.S. § 160A-20 must be approved by the North Carolina Local Government Commission (the "LGC") and will only be approved if the findings of N.C.G.S. § 159-151(b) have been made; and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southern Pines, as follows:

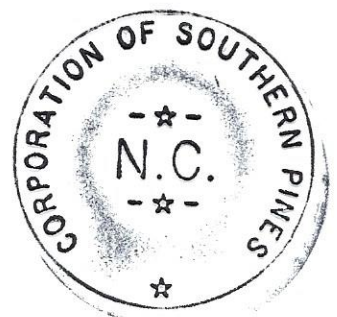
1. After consideration, the Town Council has determined that the most advantageous manner of financing the Project is through the execution and delivery of an installment financing contract pursuant to N.C.G.S. §160A-20. In support thereof, the Town Council hereby makes the following findings of fact:
 - (a) Pursuant to N.C.G.S. § 160A-20, the Town is authorized to finance the Project by entering into an installment financing contract and a deed of trust that creates a security interest in some or all of the property financed to secure the repayment of such financing.
 - (b) The proposed financing is necessary or expedient because it provides a much needed city street connecting U.S. Highway 15-501 and Morgantown Road leading into the downtown area of the Town, and supports additional retail development and multifamily housing development near downtown, which is part of the Town's capital improvement plan.
 - (c) The proposed financing is preferable to a general obligation bond issue for the same purpose because of the time that would be required to hold a referendum for the issuance of general obligation bonds.

- (d) The cost of the proposed undertaking exceeds the amount of funds that can be prudently raised from currently available appropriations, unappropriated fund balances, and non-voted general obligation bonds that could be issued by the Town in the fiscal year pursuant to Article V, Section 4, of the North Carolina Constitution.
 - (e) The sums proposed to be provided under the financing are adequate and not excessive for the stated purpose of financing the Project. Under the Reimbursement Agreement, the Town's obligation to reimburse Midland for Costs of the Project are limited to \$6,800,000, regardless of the actual costs of constructing the Parkway incurred by Midland.
 - (f) The Town's debt management procedures and policies are good and have been carried out in strict compliance with law and will henceforth be so carried out.
 - (g) The Town imposed property taxes on all property within the MSD of (i) 0.40¢ per \$100.00 of assessed valuation for fiscal year 2023, and (ii) 0.60¢ per \$100.00 of assessed valuation for fiscal year 2024. The Town has agreed to increase such taxes if necessary to pay amounts due under the installment financing contract. Any such amount of a property tax increase is not excessive because the two current property owners within the MSD expressly consented to having their property included in the MSD after receiving information about the anticipated tax increases.
 - (h) The Town is not in default in any of its debt service obligations.
2. The attorney for the Town will render an opinion that the proposed financing is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of the State of North Carolina.
 3. Each of the Town Manager, the Director of Finance, and other appropriate officers of the Town is hereby authorized and directed to proceed with the financing of the Project and the filing of an application with the LGC for its approval of such financing as described above for the financing of the Project in an amount not to exceed \$7,100,000, and the actions of any of the Mayor, the Town Manager, the Director of Finance, and other officers of the Town in connection therewith are hereby approved and confirmed.
 4. All other acts of the Town Council and the officers of the Town, which are in conformity with the purposes and intent of this resolution and in furtherance of the financing of the Project, are hereby ratified, approved, and confirmed.
 5. This resolution shall take effect immediately.

I, Elizabeth Robertson, Clerk for the Town of Southern Pines, North Carolina, DO HEREBY CERTIFY that the foregoing is a true and complete copy of so much of the proceedings of the Town Council for the Town of Southern Pines at a regular meeting duly called and held on April 9, 2024, as it relates in any way to the resolutions hereinabove referenced and that such proceedings are recorded in the minutes of the Town Council. Pursuant to G.S. § 143-318.12, a current copy of a schedule of regular meetings of the Town Council for the Town is on file in my office.

WITNESS my hand and the official seal of the Town this 9th day of April, 2024.


Elizabeth Robertson, Clerk
Town of Southern Pines, North Carolina



Agenda Item

To: Reagan Parsons

From: Alaina Mallette, Senior Planner

Subject: PD-01-24: Planned Development District - Preliminary Development Plan for Belle Meade Retirement Community, addition of 40 residential units on ±8.96 acres on the west side of Camp Easter Road; Petitioner: St. Joseph of the Pines, Inc. by Van Camp, Meacham & Newman, PLLC, and Thomas & Hutton, Agents

Date: April 9, 2024

I. SUMMARY OF APPLICATION REQUEST

Thomas Van Camp of Van Camp, Meacham & Newman, PLLC, and Dan Jewell of Thomas & Hutton, on behalf of St. Joseph of the Pines, Inc., have submitted a Planned Development District – Preliminary Development Plan application pursuant to §2.18.5 of the Town of Southern Pines Unified Development Ordinance for the addition of 40 residential units on the north side of the already existing Belle Meade continuing care retirement center [i.e., on a portion of the parcel identified as PIN 858315743819 (PARID 00040807)]. There are two existing commercial buildings on the north side of the Belle Meade campus that will be demolished to make way for the additional 40 senior living townhome units. Per the Moore County tax record, the subject property is owned by St. Joseph of the Pines, Inc.

II. PLANNING BOARD REVIEW

On March 21, 2024, the Planning Board held a Preliminary Forum regarding PD-01-24 to accept public comments and compose a list of issues to forward to the Town Council for their consideration. Following a presentation by Town staff, Dan Jewell with Thomas & Hutton presented an overview of the Planned Development district, site plan, on behalf of Saint Joseph of the Pines, Inc. Members of the Planning Board asked Dan Jewell and Planning staff about parking for the relocated dog park, both confirmed that an updated site plan will include parking prior to the Town Council meeting. After closing the Preliminary Forum, on a unanimous vote of 6-0, the Planning Board moved to transmit the following to the Town Council to consider while reviewing application PD-01-24:

1. No issues [identified].

Pursuant to NCGS §160D-301(b)(6), the Town Council is reminded that although the Planning Board forwarded a list of issues for Council consideration, no part of the Preliminary Forum held by the Planning Board may be used as a basis for the Council's decision on PD-01-24.

III. PROJECT INFORMATION

A. Property Owner & Applicant Information

1. Property Owner and Applicant

Saint Joseph of the Pines, Inc.
17410 College Parkway, Ste 200
Livonia, MI 48152

2. Authorized Agent 1

Thomas Van Camp
Van Camp, Meacham &
Newman, PLLC
2 Regional Circle
Pinehurst, NC 28374

Authorized Agent 2

Dan Jewell
Thomas & Hutton
510 Meridian Parkway, Ste 100
Durham, NC 27713

B. Property Information

1. Street Address

100 Waters Drive, Southern Pines, NC 28387
(Proposed buildings have not yet been given an address)

2. Size of Property

Total Size of Existing Parcel: 94.902 acres*
Land Disturbance Area: 8.96 acres

**There will be a net increase of built upon area from 33% (32.27 acres) to 36% (34.43 acres), as permitted by the PD-09-22 Conceptual Development Plan and 5/70 exemption allocation from 2004.*

3. Existing Infrastructure

The subject property is accessed by Camp Easter Road to the east. The development includes three private roads, Gossman Drive, Waters Drive, and Owens Lane. According to Moore County Property Records Building Summary, there are 32 buildings while from a GIS desktop analysis there appears to be more, about 47 buildings (see Figure 3). Sanitary sewer and water lines are distributed throughout the site due to previous development (see Figure 2).

4. Property Zoning and CLRP Classification

The current zoning of the subject property is PD (Planned Development). Adjoining properties are a mixture of zoning classifications, including RS-3 (Residential Single-Family), FRR (Facilities, Resource and Recreation), Rural Residential (RR), Rural Estate – Conditional Zoning (RE-CD), and the same PD (Planned Development) classification as the subject property (see Figure 3). The Town of Southern Pines' 2016 Comprehensive Long Range Plan (CLRP)—under which this project is vested—designates this property as Residential.

C. Planned Development History & Current Project Description

1. Planned Development History

The subject property is part of the 94.902-acre Belle Meade Continuing Care Retirement Community (“Belle Meade”) Conceptual Development Plan (CDP) that was approved by the Town of Southern Pines on September 13, 2022 (PD-09-22). According to the history provided on the Belle Meade Continuing Care Retirement Community (CCRC) website, “the Sisters of Providence from Massachusetts... acquired land on Camp Easter Road in 1990 and began the development of a skilled nursing center, The Health Center, and new residential living community, Belle Meade. The Health Center opened in 1996; [the residential Belle Meade living community] in 1999. The Coventry assisted living facility opened in 2008 and is located between The Health Center and Belle Meade.” All of this prior development was called “Phase 1” in the Belle Meade CDP, which rezoned all of these land uses from the FRR Conditional Zoning District to the PD district.

2. Current Project Description

According to the applicant’s narrative (see Attachment 1), the 8.96-acre portion of property is being proposed for development as “an additional 40 residential units on the northeastern portion of the property. As part of the project, two underused buildings—a clinic and administrative/daycare—and their associated parking lots will be demolished. The Daycare will continue to operate until the start of construction on the residential units. The residential units will be a mix of single family and/or duplex buildings and will be carefully integrated into the surrounding area. Building architecture will be compatible with the existing community.” Primary access to the proposed cottages and duplexes will be on the north side of Gossman Drive and the relocated extension of Waters Drive. The community garden and dog park will be relocated during this phase of development adjacent to Gossman Drive (rather than the Waters Drive access, as was proposed during the CDP). The buildings will not require separate review for compliance with the Town’s architectural standards considering that they are one- and two-family residential dwellings.

Figure 1: Conceptual Development Plan. Existing Infrastructure/“Phase 1” Shaded in Yellow and Phase 2 Shaded in Green.

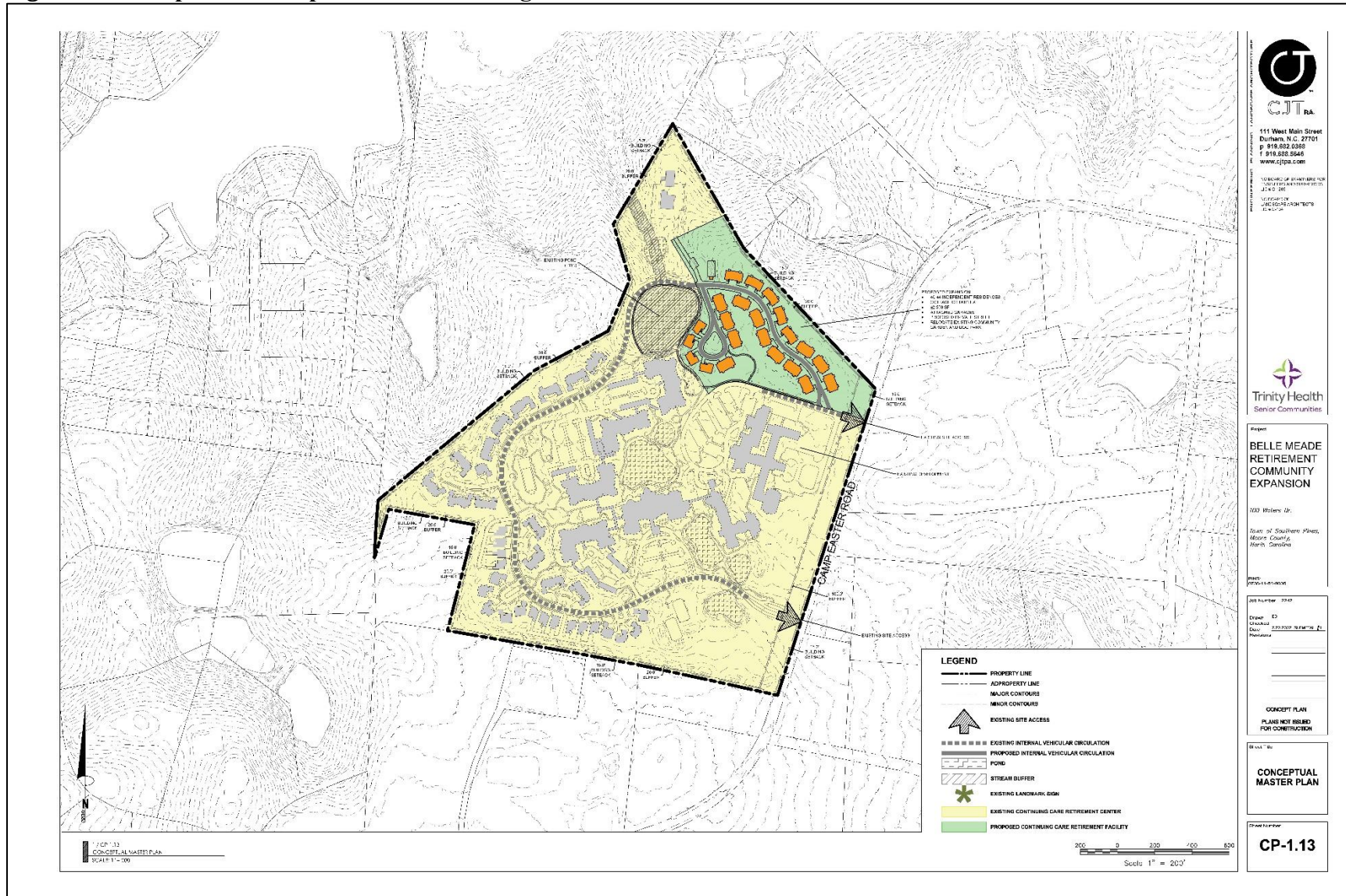


Figure 2: Existing Infrastructure (Subject Property Outlined in Red)

Red crosses indicate existing fire hydrants. Red lines indicate existing sewer gravity main lines. Blue lines indicate existing water main lines.

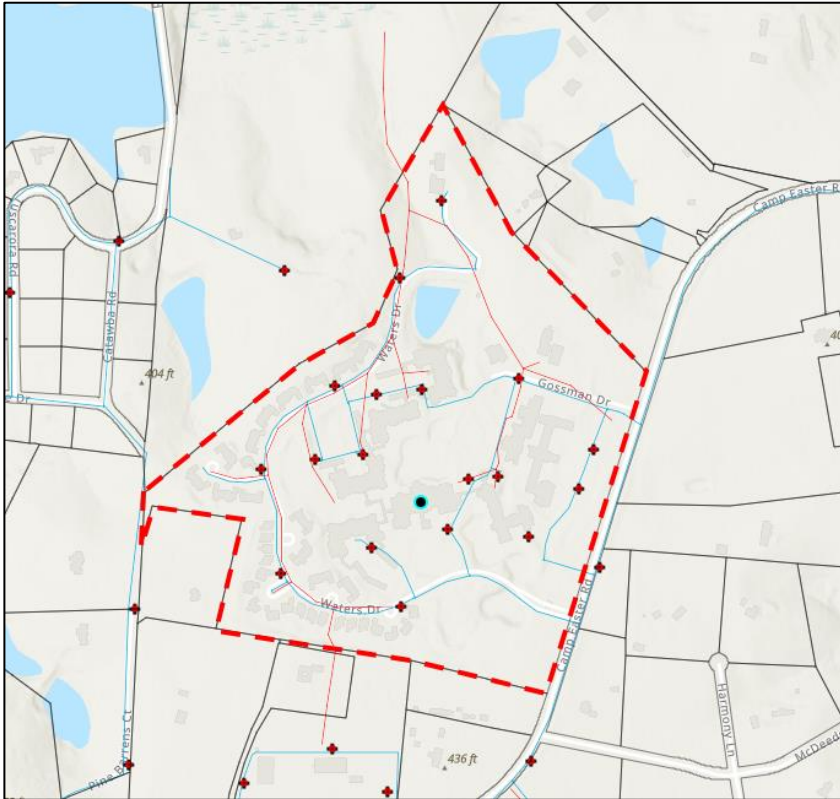


Figure 3: Existing Buildings and Land Uses

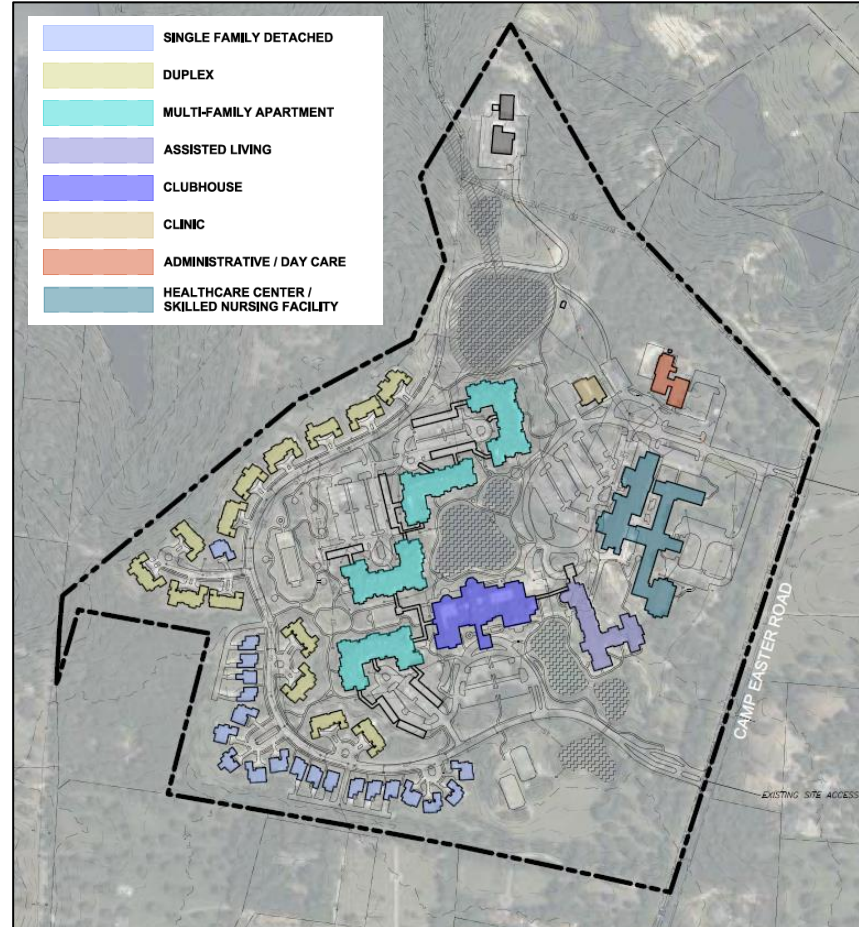
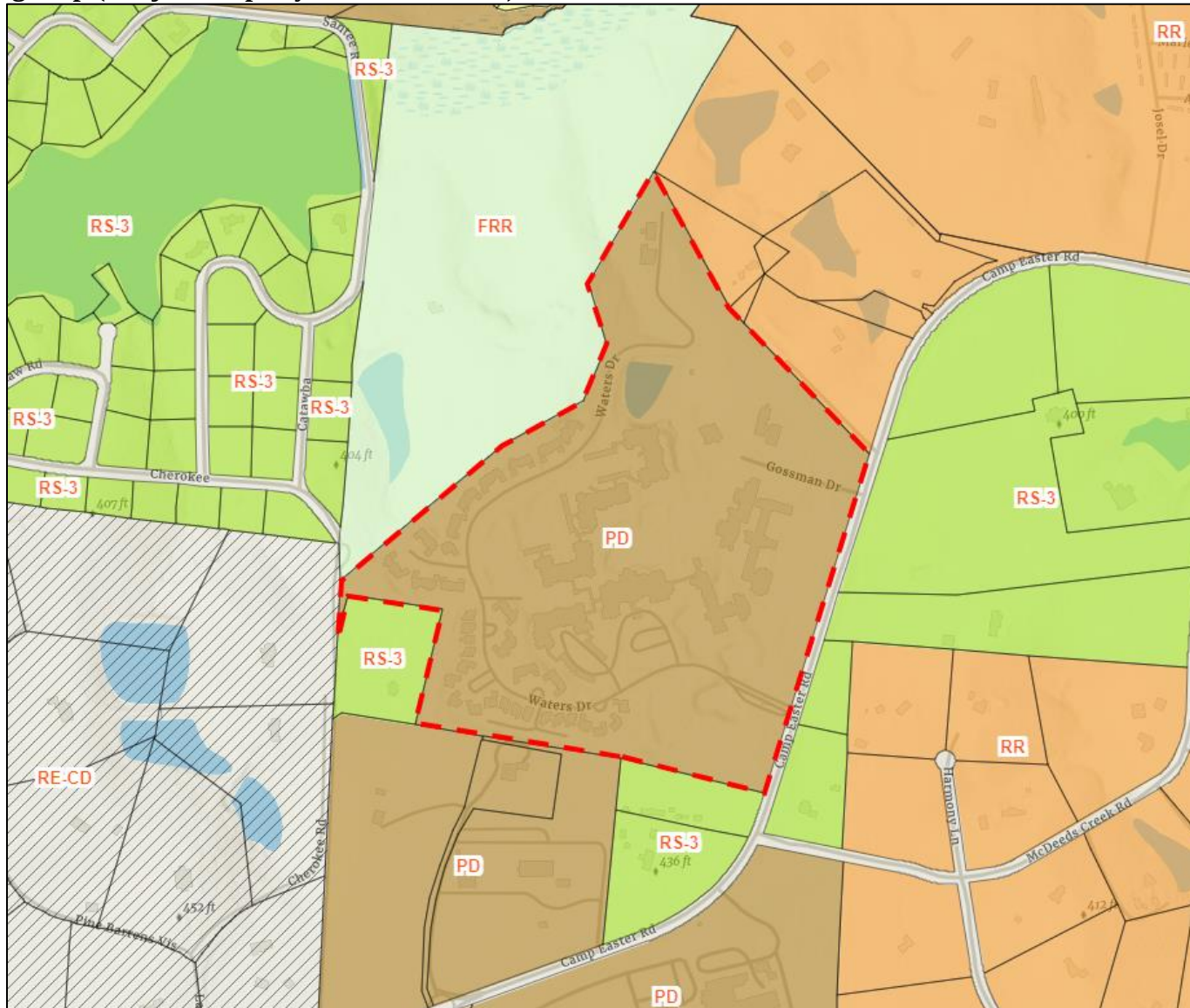


Figure 4: Zoning Map (Subject Property Outlined in Red)



IV. STAFF REVIEW

A. Review Process

The procedures for review and approval of a Planned Development (PD) District are established within Chapter 2 of the Town of Southern Pines Unified Development Ordinance. Chapter 2 describes a three-step process of Conceptual Development Plan (CDP), Preliminary Development Plan (PDP) and Final Development Plan to complete a Planned Development (PD) District. This application is for a PDP.

B. Summary of Procedural Requirements

- Preliminary Development Plan Application Submitted: **February 12, 2024**
- Application Deemed Incomplete: **February 13, 2024**
- Subsequent Submittal with Corrected Materials: **February 20, 2024**
- Application Deemed Complete: **February 23, 2024**
- Notice of Planning Board Preliminary Forum
 - Posted On-site: **March 4, 2024**
 - Mailed: **March 1, 2024**
 - Internet: **March 11, 2024**
 - Published: **March 6 and March 13, 2024**
- Planning Board Preliminary Forum: **March 21, 2024**
- Notice of April 9, 2024, Town Council Evidentiary Hearing:
 - Posted On-site: **March 4, 2024**
 - Mailed: **March 25, 2024**
 - Published: **March 27 and April 3, 2024**
 - Internet: **March 22, 2024**
- Town Council Regular Meeting/Evidentiary Hearing: **April 9, 2024**

C. Applicable Criteria for Review

The criteria for review and approval of a PDP are found in Chapter 2, §2.18.5(H), of the Town of Southern Pines Unified Development Ordinance. Staff analysis of how the application addresses these criteria begins on the following page of this document.

Preliminary Development Plan - UDO §2.18.5(H):

1. *The application demonstrates that it will achieve the purposes of the PD and this section;*
2. *The Preliminary Development Plan is consistent with the Conceptual Development Plan and conforms to all applicable provisions of this UDO;*
3. *The proposed Development is located in an area of the Town that is appropriate; and*
4. *The proposed Development will not cause the need for inefficient extensions and expansions of public facilities, utilities and services.*

D. Town Staff Review and Comments

Planning staff have reviewed the PDP application materials for consistency with each of the four criteria for Preliminary Development Plans. The applicant has also provided a narrative addressing compliance with each of the four (4) criteria for a Preliminary Development Plan. A copy of the applicant's narrative is attached to this staff report in Attachment 2.

i. Achieving the purposes of the Planned Development

The "Bell Meade" CDP is a mixed-use development that was approved in 2022 (i.e., PD-09-22). The purpose of the CDP was to expand the existing Saint Joseph of the Pines Belle Meade Continuing Care Community with up to 44 additional residential units in either single-family and/or duplex buildings. In the Belle Meade CDP, the text of the CDP considers "Phase 1" to be synonymous with the existing continuing care retirement center (CCRC) as developed between 1990 and 2008. The existing CCRC includes independent living apartments, single-family dwellings, two-family dwellings, assisted living and memory care, club house, and health center.

According to §3.5.14 of the UDO:

*"The **PD** district is designed to accommodate mixed land uses, such as office, residential, service, commercial, public or private recreational Development, and where consistent with the future land use map, light manufacturing and assembly uses that comply with the employment center Development Patterns in section 6.5 of this UDO. This district is intended to allow mixed-use Developments in areas where sufficient public water and sewer service is available (or can be readily extended) and where the street system is adequate (or can be readily improved) to handle the projected traffic volumes generated by the Development. The regulations of this district are intended to:*

- 1. Encourage planned, large-tract Development, including service, office, commercial, residential, public or private recreational Development or light industrial uses;*
- 2. Exclude heavy commercial and heavy industrial land uses;*
- 3. Encourage Development in areas located on major thoroughfares and collector streets;*
- 4. Encourage vehicular access from service drive and other local streets;*
- 5. Provide performance standards to help ensure Compatible land uses;*
- 6. Encourage common or shared parking;*
- 7. Promote creativity and innovation in the design that leads to more appropriate relationships between land uses and features;*
- 8. Facilitate clustering of Development thereby increasing the amount of saved land;*
- 9. Foster Development of a network of open space to serve a variety of recreational and environmental purposes designed and located with respect to existing unique natural features and environmentally sensitive areas;*
- 10. Improve connectivity within and between Developments to promote mobility and enhance walkability;*

11. *Integrate public spaces and amenities to promote community gatherings and activities;*
12. *Establish coordinated land plan and consistent treatment of common design elements;*
13. *Provide the flexibility to respond to market conditions over longer projected Development periods due to the scale of such Developments; and*
14. *If residential land uses are proposed, provide a variety of Lot sizes and Dwelling types to expand the spectrum of housing choices for households of various type, size, income and age.”*

Following review of the Belle Meade CDP and the PD - Planned Development District section in the UDO, planning staff does not find significant inconsistency between the Preliminary Development Plan and the purpose of the CDP or PD districts, generally.

ii. Consistency with the Conceptual Development Plan (CDP) and the Unified Development Ordinance (UDO)

Planning staff reviewed the initial PDP application materials (including project narrative and PDP plan) and shared concerns with the applicant regarding a variety of issues related to compliance with the approved CDP and the UDO. Topics with which planning staff had concerns, but were addressed in a subsequent submittal and email, included missing referenced stormwater report, looping of water main lines, location of the pedestrian connection, and sub-phasing of Phase 2. The applicant revised the application materials to address each of staff's concerns and resubmitted application materials on February 20, 2024.

Based on statements made in the revised application materials (see Attachment 2 and 3), planning staff feel that the application contains enough information and commitments to be deemed generally consistent with the CDP and UDO. Further detailed analysis of compliance with both the CDP and the UDO will involve representatives from all other Community Development departments (such as Streets, Engineering, Fire, etc.) and will occur during site plan and Architectural Compliance Permit review.

iii. Location in an area of town that is appropriate:

The proposed development is the first PDP of the mixed-use Belle Meade CDP, but second to existing development that was built between 1990 and 2008. The area being developed was designated “Residential” in the 2016 Comprehensive Long-Range Plan (CLRP) under which this project is vested. The proposed land use will provide additional dwelling units and will further expand housing options within the jurisdiction. Planning staff finds that given the prior phase of development of Belle Meade CCRC, the CLRP designation, and the character of the Camp Easter/Airport Road neighborhood, the proposed development is located in an appropriate area of town.

iv. Efficient extensions and expansions of public facilities, utilities and services:

The overall property is served by all necessary utilities and transportation infrastructure and the development will bear the cost of all infrastructure modifications and/or extensions. Development of the subject property in the manner proposed is an efficient way to increase housing options within our community.

v. General Comments:

- The Technical Review Committee reviewed the current PDP application at their February 13, 2024 meeting. Topics of discussion included stormwater report, looping of water lines, separation of buildings (which must exceed 10' unless there is sufficient fire ratings and fire flow), pedestrian connection, trip generation, tree canopy, and sub-phasing. A list of planning staff and Technical Review Committee comments were provided to the applicant on February 13, 2024 and the applicant addressed these comments in a revised Narrative and PDP Plan submitted February 20, 2024 (see attachments). Further site plan review and approval will be required prior to issuance of any building permits for development, if approved.
- The Town Council public hearing for this request will be an evidentiary hearing and will follow the procedures set forth in UDO §2.14. As a preliminary forum to the evidentiary hearing, the Planning Board is solely allowed to provide a list of issues to the Town Council.

E. Cooperating Agency and Technical Review Committee Review and Comments

A request for comments was emailed to agencies on March 4, 2024. Agencies notified include Town of Southern Pines Streets, Utilities, Fire, Recreation and Parks, and Engineering departments, the Regional Land Use Advisory Commission (RLUAC), U.S. Fish and Wildlife Service (USFWS), Moore County Airport and the North Carolina Department of Transportation (NCDOT).

Comment was received back from RLUAC on March 7, 2024 stating that the site is designated “Important to Protect” in Fort Liberty’s Compatible Use Rating System due to its location in the high-quality water of the Mill Creek Management Area. RLUAC encourages the town and the applicant to take measures to reduce the negative impact of stormwater runoff into the Mill Creek Management Area. According to the applicant’s Stormwater Impact Analysis Site Plan Submittal, “development of this site requires the modification of the wet pond to produce reductions in peak flow. This modification will be the addition of 6 inches of riser section to the existing outlet structure with a V-notch weir cut into the rise to handle the slight increase in run-off for Basin 1. Basin 2 and the Bypass Area require no detention, because of the decrease in drainage area, which decrease the peak flow runoff.” In other words, the post-development runoff values will decrease from the pre-development runoff values with the stormwater facility improvements, which will be confirmed during site plan review.

No other comments were received from other agencies contacted as of the date of completion of this staff report.

V. ATTACHMENTS

The following materials are provided as attachments to this staff memorandum:

1. Draft Town Findings of Fact
2. Preliminary Development Plan Application, Narrative, and Traffic Generation Letter
3. Preliminary Development Plan Site Plan
4. RLUAC Agency Comments

Additional documents related to this application including (but not limited to) property deeds, Authorization of Agent forms, email correspondence, meeting minutes and adjacent property notification records are on file in the Town of Southern Pines Planning Office and available for public inspections during normal business hours.

VI. TOWN COUNCIL ACTION:

To either approve or deny a Preliminary Development Plan application, the Town Council must make findings of fact and conclusions to the applicable standards.

- *The Town Council shall first vote on whether the application is complete and whether the facts presented are relevant to the case.*
- *The Town Council shall then vote on whether the application complies with the criteria as set forth in Section 2.18.5(H) Criteria for a Preliminary Development Plan, Criteria 1-4. Staff has drafted a finding of fact for consideration in Attachment 1. The Town Council may make modifications or provide an alternative to the draft findings of fact and related motions at their discretion.*

I move to:

- 1. Adopt Attachment 1 of the staff report, as drafted, as Findings of Fact regarding the proposed Preliminary Development Plan PD-01-24.**

- OR -

- 2. Adopt **Attachment 1** of the staff report as Findings of Fact regarding the proposed Preliminary Development Plan PD-01-24, with the following changes:**

Next, the Town Council shall vote on whether to approve, deny, or approve with conditions the proposed Preliminary Development Plan. The Town Council may choose one of the following motions, or any alternative they wish.

I move to:

- 1. Approve the Preliminary Development Plan for PD-01-24;**
- 2. Deny the Preliminary Development Plan for PD-01-24;**
- 3. Approve the Preliminary Development Plan for PD-01-24 with the following additional conditions:**

a.

ATTACHMENT 1

Case Number: PD-01-24

Draft Findings of Fact, Decision of the Council, and Order in the Matter of a Preliminary Development Plan Application for Belle Meade Retirement Community

1. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the request for Preliminary Development Plan approval has met the specified submittal requirements as required in the Town of Southern Pines UDO Appendices, the applicants have submitted adequate evidence addressing criteria for a Preliminary Development Plan, and the evidence submitted was sworn testimony by qualified experts or provided through substantiated documentation.
2. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 1 (i.e., the application demonstrates that it will achieve the purposes of the PD district and the UDO), in that the “Belle Meade” CDP is a mixed-use development that was approved in 2022 (i.e., PD-09-22). The purpose of the CDP was to expand the existing Saint Joseph of the Pines Belle Meade Continuing Care Community with up to 44 additional residential units in either single-family and/or duplex buildings. According to §3.5.14 of the UDO, Town Council does not find significant inconsistency between the Preliminary Development Plan and the purpose of the CDP or PD districts, generally.
3. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 2 (i.e., the Preliminary Development Plan is consistent with the Conceptual Development Plan and conforms to all applicable provisions of this UDO), in that the application contains enough information to be deemed generally consistent with the CDP and UDO. Further detailed analysis of compliance with both the CDP and the UDO will involve representatives from all other Community Development departments (such as Streets, Engineering, Fire, etc.) and will occur during site plan review.
4. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 3 (i.e., proposed Development will not cause the need for inefficient extensions and expansions of public facilities, utilities and services), in that the proposed development is the first PDP of the mixed-use Belle Meade CDP, but second to existing development that was built between 1990 and 2008. The area being developed was designated “Residential” in the 2016 Comprehensive Long-Range Plan (CLRP) under which this project is vested. The proposed land use will provide additional dwelling units and will further expand housing options within the jurisdiction. Planning staff finds that given the prior phase of development of Belle Meade CCRC, the CLRP designation, and the character of the Camp Easter/Airport Road neighborhood, the proposed development is located in an appropriate area of town.
5. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 4 (i.e., proposed Development is located in an area of the Town that is appropriate), in that the overall property is served by all necessary utilities and transportation infrastructure and the development will bear the cost of all infrastructure modifications and/or extensions. Development of the subject property in the manner proposed is an efficient way to increase housing options within our community.



Planned Development District Preliminary Development Plan Application

Fee: \$ _____ Date Received: _____ Case No.: PD- _____ - _____

Project Information:

Project Name: Belle Meade

Physical Address: 100 Waters Drive, Southern Pines, NC 28387

PIN: 858315743819 Parcel ID: 0004087

Site Size: 94.902 acres Zoning: PD

Applicant:

Name(s): St. Joseph of the Pines Inc.

Email: scott.brewton@trinityhealth.org Phone: 910 246 3100

Mailing Address: 17410 COLLEGE PARKWAY STE 200, LIVONIA MI 48152

Authorized Agent, if different from Applicant:

Name(s): See attached

Email: _____ Phone: _____

Mailing Address: _____

Legal Property Owner(s), if different from Applicant:

Name(s): _____

Email: _____ Phone: _____

Mailing Address: _____

Belle Meade
Preliminary Development Plan
Authorized Agents

Thomas Van Camp
Van Camp, Meacham & Newman, PLLC
2 Regional Circle
Pinehurst, NC 28374
Tel: 910-295-2525
thomasv@vancamplaw.com

Dan Jewell
Thomas & Hutton
510 Meridian Parkway
Suite 100
Durham, NC 27713
Tel: 919-457-5800
jewell.d@tandh.com

TO THE TOWN OF SOUTHERN PINES PLANNING BOARD AND TOWN COUNCIL:

I, the undersigned, do hereby make application to and petition the Planning Board and Town Council for approval of a Planned Development District – Preliminary Development Plan as required by the Town of Southern Pines Zoning Ordinance. The following information is submitted in support of this application:

The property which is the subject of this application is located on the west side of Camp Easter Rd. (St./Ave.), between Josel Dr (St./Ave.) and McDeeds Creek Rd (St./Ave.). The property has a frontage of 1722 feet and a depth of 2,359 feet.

The request is based upon **Section 2.18.5** of the **Town of Southern Pines Unified Development Ordinance**. The proposed use of the property is as follows:

As approved under Preliminary Development Plan District - Conceptual Development Plan - expansion of the Belle Meade continuing care retirement community by 40 residential units.

Date:

1/10/2024



Applicant

PLANNING DEPARTMENT
TOWN OF SOUTHERN PINES

801 SE Service Road, Southern Pines, NC 28387

plan@southernpines.net (910) 692-4003 www.southernpines.net

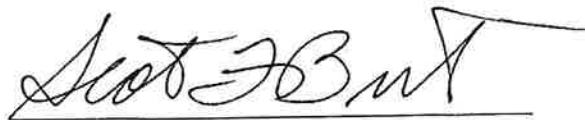
APPOINTMENT OF AGENT

The undersigned owner(s), St. Joseph of the Pines, Inc, hereby appoint(s) Thomas Van Camp as the exclusive agent for the purpose of making an application to the Town of Southern Pines for the approval of the Planned Development District – Preliminary Development Plan described in the attached application. The owner(s) hereby agree(s) that this agent has the authority to act for and on behalf of the owner(s) as follows:

1. to submit an application and required supplemental materials;
2. to appear at public meetings and give representation and comments on behalf of the owner(s);
3. to accept conditions or recommendations made by the Town of Southern Pines Town Council for the approval of a Planned Development District – Preliminary Development Plan; and
4. to act on behalf of the property owner(s) without limitations with regard to any and all things directly or indirectly connected with or arising out of any application for a Planned Development District -Preliminary Development Plan under the Southern Pines Unified Development Ordinance.

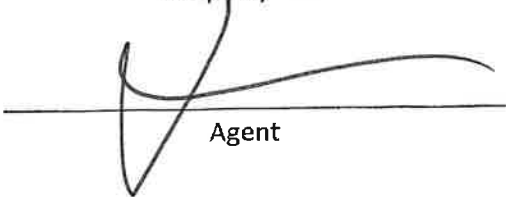
This Appointment of Agent shall remain in effect until final resolution of the attached application.

Signed this 17th day of JANUARY 2024



Property Owner

Property Owner



Agent

APPOINTMENT OF AGENT

The undersigned owner(s), St. Joseph of the Pines, Inc, hereby appoint(s) Dan Jewel of Thomas & Hutton as the exclusive agent for the purpose of making an application to the Town of Southern Pines for the approval of the Planned Development District – Preliminary Development Plan described in the attached application. The owner(s) hereby agree(s) that this agent has the authority to act for and on behalf of the owner(s) as follows:

1. to submit an application and required supplemental materials;
2. to appear at public meetings and give representation and comments on behalf of the owner(s);
3. to accept conditions or recommendations made by the Town of Southern Pines Town Council for the approval of a Planned Development District – Preliminary Development Plan; and
4. to act on behalf of the property owner(s) without limitations with regard to any and all things directly or indirectly connected with or arising out of any application for a Planned Development District -Preliminary Development Plan under the Southern Pines Unified Development Ordinance.

This Appointment of Agent shall remain in effect until final resolution of the attached application.

Signed this 10th day of JANUARY, 2024



Property Owner

Property Owner


Agent

PD DISTRICT PRELIMINARY DEVELOPMENT PLAN

BELLE MEADE CONTINUING CARE
RETIREMENT COMMUNITY

ST. JOSEPH OF THE PINES INC

SOUTHERN PINES, NC

FEBRUARY 12, 2024

REVISED FEBRUARY 20, 2024

INTRODUCTION	1
PROJECT OVERVIEW	1
Purpose	1
Location.....	1
Project Vision	1
Zoning Information	2
Compliance with UDO	2
PRELIMINARY DEVELOPMENT PLAN	2
Development Program	2
Permitted Uses.....	3
Phase 1	3
Phase 2	3
Open Space and Amenities	4
Pedestrian Paths	5
Buffers and Landscaping	5
Streams, Wetlands and Floodplain	5
Architectural Standards	6
Signs	6
Trip Generation, Vehicular Circulation, Street Cross Sections, and Parking	6
Phase 1 Parking	7
Phase 2 Parking	7
Phasing of Construction	7
Temporary Uses/Special Events	8
Storm Water Management and Water Quality Management	8

INTRODUCTION

The purpose of this PD – Preliminary Development Plan (“PDP”) application is to demonstrate that it will achieve the purposes the approved PD – Conceptual Development Plan (“CDP”), that the PDP is consistent with the CDP and the applicable provisions of the UDO, that the proposed development is located in an area of the Town that is appropriate, and that the proposed Development will not cause the need for inefficient extensions and expansions of public facilities, utilities and services. This narrative along with the accompanying PDP application and Preliminary Development Plan will demonstrate compliance with Section 2.18.5 of the Town’s Unified Development Ordinance (UDO).

The expansion of Belle Meade is consistent with the Town’s Comprehensive Long-Range Plan (CLRP) and promotes its objectives. The CLRP designates the property as Residential. This PDP expands senior residential housing opportunities that are collocated with health services, activities, and amenities in a well-planned community.

PROJECT OVERVIEW

Purpose

St. Joseph of the Pines Belle Meade Continuing Care Retirement Community is an established neighborhood and health care facility in Southern Pines. Development of the skilled nursing facility, Health Center and a new residential living community began in 1990. The Health Center opened in 1996, the residential living community in 1999, and assisted living facility in 2008.

Despite its established history in Southern Pines, the Property’s FRR zone does not list Continuing Care Retirement Center as a permitted use. However, Section 3.5.13.(C) of the Southern Pines Unified Development Ordinance (“UDO”) states “existing uses within the FRR district that are not authorized by right may be allowed to continue as non-conforming uses or allowed to achieve conforming status subject to issuance of a conditional use permit.” Further, Exhibit 3-15 of the UDO indicates that a Continuing Care Retirement Care Center requires PD Zoning. In September of 2022 the Town Council approved the PD CDP. The applicant now requests approval of a Preliminary Development Plan in accordance with Section 2.18.5 of the Southern Pines UDO.

Location

The Subject Property consists of a single parcel and is located north of downtown Southern Pines on the west side of Camp Easter Road, north of its intersection with McDeeds Creek Road. A site location map showing the site and immediate surroundings are shown on the Preliminary Development Plan. The Property is entirely within the Town of Southern Pines. The site is currently well-served by utilities and there is sufficient capacity to accommodate the proposed development.

Project Vision

The vision for the project is to construct an additional 40 residential units on the northeastern portion of the property. As part of the project, two underused buildings—a clinic and administrative/daycare—and their associated parking lots will be demolished. The Daycare will continue to operate until the start of construction on the residential units. The residential units will be a mix of single family and/or duplex buildings and will be carefully integrated into the surrounding area. Building architecture will be compatible with the existing community. Landscaping and design

elements common to Southern Pines and the existing community will be used. The plan provides for a mixture of open spaces and amenities that will result in an attractive, active residential community.

Main access to the site will continue to be provided from the two existing driveway entrances on Camp Easter Road and in the same configurations. As part of the next phase of development, within the property, Waters Drive will be extended to Gossman Drive and a new private street will be built to serve the proposed addition. A new gated access is proposed at the intersection of Gossman Drive and Camp Easter Road.

The property will continue to provide a 15-foot building setback along its perimeter, along with a 20-foot landscaped buffer, except along Camp Easter Road where an enhanced 100-foot landscaped buffer will be provided.

Best management practices will be implemented for development, storm water management and erosion control.

Zoning Information

The property is designated as Residential in the Town's Comprehensive Long Range Plan, and the proposed expansion of the Continuing Care Community with additional residential units is compatible with that designation and expands housing options for seniors. The Property is currently zoned PD.

Compliance with UDO

All development within the site must adhere to the approved standards and conditions stated in the approved CDP and the UDO. Prior to the issuance of a building permit and start of any construction, a Preliminary Development Plan for each phase must be submitted and approved per Section 2.18.5 of the UDO.

Architectural review, rules and regulations and must be approved by the Town of Southern Pines. To the extent this document does not otherwise establish a development standard, the UDO standard in effect at the time of an application will apply. The development and building permits are subject to all Local, State and Federal regulations and laws.

PRELIMINARY DEVELOPMENT PLAN

Development Program

Under the PD/PDP the Property will continue to be used as a Continuing Care Retirement Center. This use will include operation of the Special Service Homes authorized by Conditional District Rezoning in 2007. The CDP permitted the expansion of the facility by up to 44 units in either single family or duplex buildings in the area shown on the Conceptual Development Plan. The PDP proposes 40 units, –in side-by-side duplex units and in single family units – and is considered Phase 2, under the CDP. Phase I included the existing Belle Meade development. No other future developments are proposed at this time.

Permitted Uses

The CDP development allowed development as shown on Table 2 below. Additionally, the CDP allowed that any use that is not listed on the chart below but is typically associated with a Continuing Care Retirement Center shall be permitted.

Table 1 CDP EXISTING AND PROPOSED DEVELOPMENT

	Units/Beds	SF
Phase I (Existing Uses)		
Independent Living Apartments	172	307,561
Single Family	20	39,161
Duplex	28	56,442
Assisted Living/Memory Care	50	36,098
Club House		43,151
Health Center		77,560
Total Existing	270	559,973
Phase 2 (Proposed Uses)		
New Cottage Units	44	*132,000
Total Existing & Proposed	310	*691,973

Phase 1

The property will continue to be used in its existing condition and based on Table 2 above and the approved CDP.

Phase 2

The CDP established that “No new residential units within Phase 2 contain greater than 2,500 square feet of heated area. The maximum height for the new units will be 35 feet.”

The proposed units range between 2,400 and 2,500 square feet of heated area and are +/-22 feet tall, however final heights will be established during building permit submissions. In no case will the units exceed the limits permitted under the CDP.

The PDP proposes 40 units, 4 single family units and 18 duplex units in a total of 100,000 sf.

Open Space and Amenities

The required open space is presented below in Table 3 Open Space is further discussed below. Section 3.5.14 (G) requires 20 percent of the gross land area of PD zoned land to be Open Space, and that 50 percent of that open space be Usable Open Space.

Table 2 OPEN SPACE

Category	Required	Proposed with PDP
Overall Open Space	18.80 acres	25.86 acres
Usable Open Space	9.40 acres	14.39 acres

Per the UDO, Usable Open Space will be provided, which meets the following definition:

areas comprised of, but not limited to, any combination of the following: natural areas, wetlands, trails, boardwalks, parks, ball fields for structured recreation, equestrian fields or tracks, golf courses (not including clubhouse or other vertical structures), buffers (outside of a platted Lot), any water bodies including ponds and lakes, and/or innovative and accessible water quality ponds (that are designed as an amenity).

Usable Open Space for the entire community includes the following:

Category	Provided
Common areas and ponds	12.72
Trails & Walks	0.98
Putting Green	0.21
Tennis Court	0.16
Bocce Court	0.14
Dog Park	0.1
Community Garden	0.08
Total	14.39

With approval of the PDP, the site will continue to provide more than 18.80 acres of Overall Open Space and more than 50% of the open space will be usable for the Belle Meade Community residents.

Additionally, the Property will continue to offer the following amenities:

- Chapel
- Library
- Bank
- Convenience store
- Hair salon

- Indoor pool/spa
- Exercise room
- Woodworking shop
- Shuffleboard

The CDP allows that amenities provided may change to any amenity typical of a Continuing Care Retirement Community provided that the overall all amount of open space meets Table 2.

As shown on the Preliminary Development Plan, Phase 2 will provide a relocated garden and dog park to serve the residents of Belle Meade.

Pedestrian Paths

Pedestrian and non-vehicular circulation facilities in Phase 1 (the existing community) are comprised of a series of concrete paved sidewalks and slightly wider all weather surfaced paths suitable for bicycle and golf carts.

Phase 2, shown on the PDP, will have pathways of the same size and material that are connected and integrated with the Phase 1 network, as shown on the Preliminary Development Plan.

Buffers and Landscaping

Landscape standards will meet or exceed the requirements of the Town of Southern Pines UDO per Section 3.5.14(H)

A 20-foot-wide perimeter buffer is provided along all property lines, except the buffer along Camp Easter Road which is 100 foot wide.

Generally, the goal will be to preserve existing plantings in the buffer adjacent to new construction, however, if where existing plantings are sparse or must be disturbed to accommodate new construction, new buffer plantings will meet the requirements of UDO Exhibit 4-4: Minimum Planting Required in Buffers.

Streams, Wetlands and Floodplain

The Property is within the Cape Fear – Little River intake No. 2—WS-III Watershed. The 94-acre property is exempt from the current UDO requirement limit of 24 percent built-upon area but is limited to 70 percent built-upon area. The built-upon area of the existing facility is 33 percent and with the addition of Phase 2 the built-upon area will increase to 34.43 acres or 36 %acres.

The Town's GIS shows a stream connecting the Property's two man-made ponds in Phase 2. Stream buffers have been shown and no buildings encroach into the buffers.

The project will comply with all State and Local standards for storm water management and use best management practices and engineered storm water facilities as required. (See Stormwater Management Report).

Architectural Standards

Building setbacks along the perimeter lot lines will be 15 feet. No other setbacks are required, except as required by the building code.

Architectural standards and review by the Town of Southern Pines Council is not required for the buildings associated with the PDP as they are new single family and duplex units.

All development and building permits are subject to all Local, State and Federal permitting guidelines, rules, and regulations.

Signs

There are two existing entryway and wayfinding signs on Camp Easter Road. Other types of signs existing on the Property include wayfinding, building and information signs. All new signs will be consistent with the character of the existing signs and will be designed to maintain consistency throughout the development and enhance the aesthetic character, while providing efficient wayfinding.

Signs will reflect the architectural character of Southern Pines and the architecture of Belle Meade. Locations of new signs, in addition to the two main entry signs are indicated on Exhibit 8 – Sign Plan. Any sign that is not specifically identified in this section will follow the standards of Section 4.6 in the UDO. Sign areas to be computed per Section 4.6.6 of the UDO.

Trip Generation, Vehicular Circulation, Street Cross Sections, and Parking

Trip Generation

See Trip Generation Memo provided by VHB.

As noted above the daycare center on site will cease operation upon commencement of construction of Phase 2 in order to remain consistent with the trip reductions anticipated by the CDP.

Vehicular Circulation and Street Cross Sections

The existing private street network will be extended and modified to accommodate the new residential units. Ingress and egress from the Property will continue to occur from the two existing driveway locations on Camp Easter Road. Two new gated accesses are proposed at the intersections of Gossman Drive and Camp Easter Road and at the intersection of Gossman Drive and proposed extension of Waters Drive.

No new driveway connections to public roads or new public roads are proposed.

As shown on the Preliminary Development Plan, the gate will be set back far enough from Camp Easter right-of-way to provide stacking for three cars to prevent queuing on to the public street.

Parking

Phase 1 Parking

The existing facilities within Phase 1 are supported by and will continue to be supported by +/-701 parking spaces. The spaces are comprised of a combination of surface parking, carports, and residential garages.

Phase 2 Parking

The new residential units within Phase 2 will be provided with at least two spaces per unit in garage and driveway parking. Visitor parking will be provided in the unit's driveway.

Utilities

Electric, water, sewer and gas utilities are currently available on the property as described in Section 4.1.3 of this document. Any new utility lines will be installed per the policies of the local utility providers and the Town of Southern Pines for underground utilities. Any new service lines will be installed underground

Water and Sewer

Water and sewer utilities are currently provided by the Town of Southern Pines. Utilities may be extended to the proposed development. Design and permitting will meet current Town standards.

Electric

Electrical Power will be provided by Duke Energy; however, other providers may be allowed in the future.

Cable.

Spectrum currently provides cable service; however, other providers may be allowed in the future.

Street Lighting

Street lighting will be designed in conformance with the requirements of Section 4.8 in the Town of Southern Pines UDO. All lighting will be LED lighting. The cost of installation and maintenance of any specialty street lighting shall not be the responsibility of the Town of Southern Pines. Appropriate lighting in parking areas and amenity locations will be provided as required by the UDO.

From time to time, temporary services may be required and shall be allowed as community facilities, temporary construction offices and/or temporary marketing centers.

Phasing of Construction

Based on current information and as shown on Sheet PD1.4 of the Preliminary Development Plan, the first phase will include the site work, utilities and infrastructure, and complete development of "Street A" connecting Waters Drive to Gossman Drive. Along with the development of the project

site and infrastructure, this initial phase of construction would also include construction of between 16-28 units along “Street A”. The second phase of construction will include the development of ‘Street B’ and the construction of the remainder of units, amounting to 40 units in total. Phase 2 could follow immediately the completion of Phase 1 or could be constructed separately at a point in the future to be determined based on the occupancy needs of the Belle Meade.

Temporary Uses/Special Events

Temporary construction trailers including, but not limited to real estate, construction and sales offices may be installed during the period of construction and real estate sales.

Any temporary uses or special events, not typical to a Continuing Care Retirement Center, must obtain the appropriate permits from the Town of Southern Pines.

Storm Water Management and Water Quality Management

See attached - Stormwater Report.



To: Daniel A. Jewell, RLA, ASLA
President
Coulter Jewell Thames, PA

Date: January 5, 2024

Memorandum

Project #: 39369.01

From: Andrew Topp, PE, PTOE

Re: Belle Meade Trip Generation Estimate
Southern Pines, NC

Project Background

The Belle Meade Retirement Community in Southern Pines, North Carolina has plans to demolish two buildings on site in order to provide an additional 40 senior living townhome units. An existing 6,715 square foot (sf) clinic and a 11,762-sf day care will be removed to make space for the new townhome units. The day care center will remain operational during the first phase of construction for the Belle Meade Retirement Community but will be removed before the development is complete. This memorandum summarizes the estimated number of vehicular trips that will be removed from the site by demolishing the clinic and day care buildings while estimating the number of vehicular trips that will be generated by the 40 senior living townhome units.

Trip Generation Results

Trip generation calculations for all land uses were provided using the *ITE Trip Generation Manual, 11th Edition* and methodology from the *NCDOT Rates vs. Equation Spreadsheet*. ITE Land Use Code (LUC) 565 (Day Care Center) and LUC 630 (Clinic) were used to calculate the number of trips that will be removed from the site. Table 1 outlines the trip generation estimate to be removed from the site with the planned residential expansion.

Table 1: Trips Removed from Site

Land Use Code ¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips ²									
565	Day Care Center	50 students	225	22	19	41	19	21	40
630	Clinic	6,715 sf	276	19	4	23	8	19	27
Development Total			501	41	23	64	27	40	67

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 11th Edition*

2. Total site trips are determined based on the suggested method in the *NCDOT Rate vs Equation Spreadsheet*

As shown in Table 1, the two buildings to be demolished are assumed to generate 501 daily site trips with 64 trips (41 entering, 23 exiting) occurring during the AM peak hour and 67 trips (27 entering, 40 exiting) occurring during the PM peak hour.

The number of new trips generated by the 40 senior living units were calculated using LUC 252 (Senior Adult Housing – Attached). The trip generation results for the residential expansion are shown in Table 2.

Table 2: Trips Added to Site

Land Use Code ¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips ²									
252	Senior Adult Housing - Attached	40 du	140	3	6	9	6	4	10

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 11th Edition*
2. Total site trips are determined based on the suggested method in the NCDOT Rate vs Equation Spreadsheet

As shown in Table 2, the new residential units are expected to generate only 140 daily site trips with 9 trips (3 entering, 6 exiting) occurring during the AM peak hour and 10 trips (6 entering, 4 exiting) occurring during the PM peak hour.

Findings and Conclusions

The new senior living dwelling units are expected to generate less daily, AM peak hour, and PM peak hour traffic compared to the clinic and day care uses that will be removed from the site. Therefore, the amount of traffic entering and exiting the site should not increase with the proposed residential expansion. It should be noted that the trip generation estimate for the clinic and day care uses may be conservative since both land uses are within a retirement community. Some trips to and from these land uses may be from residents that are already located within the community. Nevertheless, the estimated number of trips for the proposed senior living homes are expected to be considerably lower than what is proposed to be demolished and as a result, the development will not have a negative effect on the surrounding public street network.





PRELIMINARY DEVELOPMENT PLAN
OF
BELLE MEADE RETIREMENT COMMUNITY

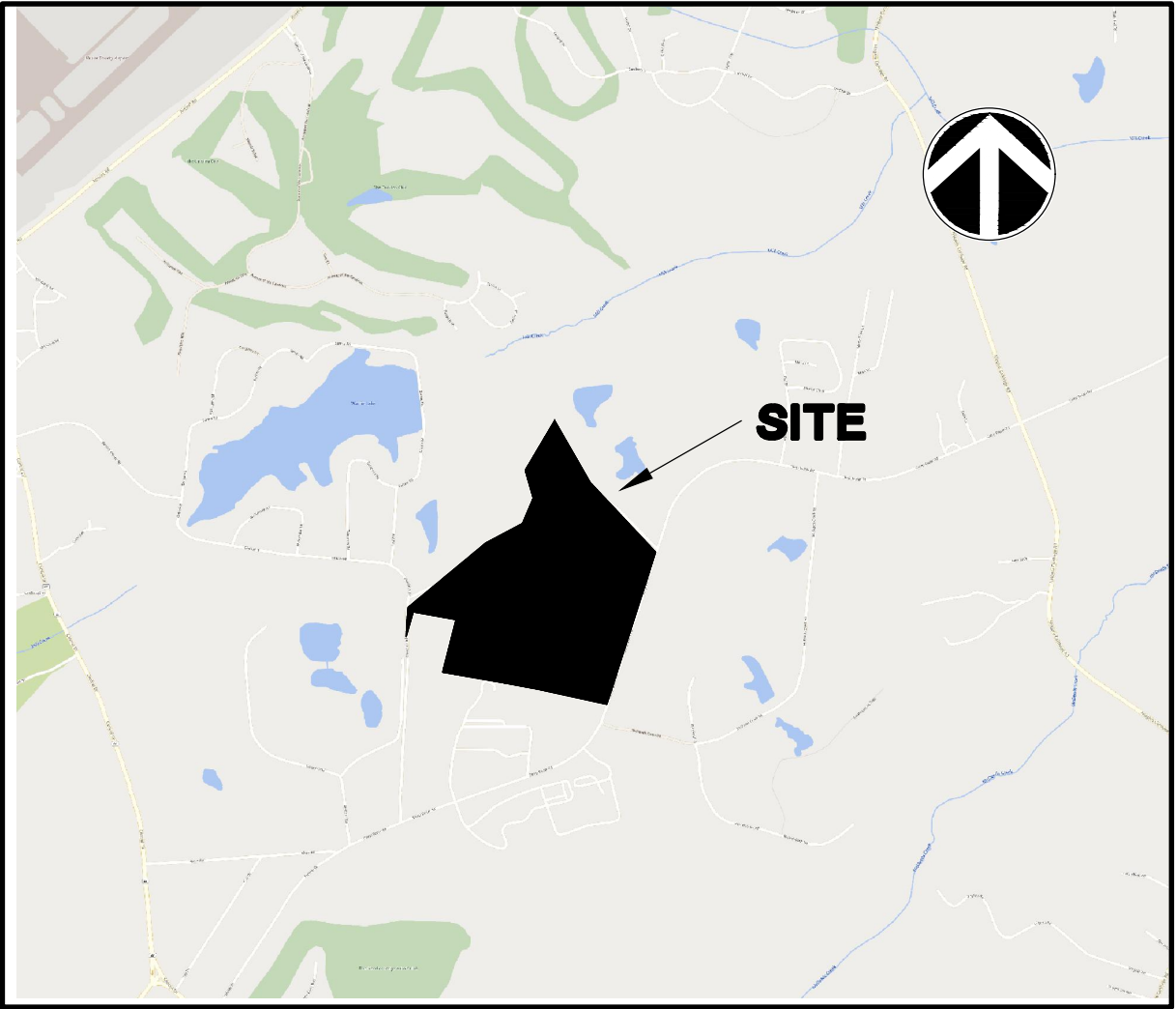
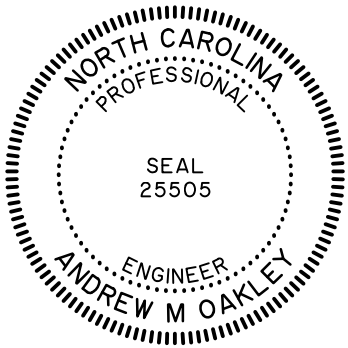
GOSSMAN DRIVE
SOUTHERN PINES, NC

PREPARED FOR:
ST. JOSEPH OF THE PINES, INC
C/O
TRINITY HEALTH SENIOR COMMUNITIES
20555 VICTOR PARKWAY
LIVONIA, MI 48152

TM# 00040807

J-92242.0000

PREPARED BY:



VICINITY MAP
SCALE: 1" = 2000'

Sheet List Table	
Sheet Number	Sheet Title
--	CO COVER SHEET
G0.1	GENERAL NOTES
EX0.1	EXISTING CONDITION AND DEMO
EX0.2	PROJECT AREA EXISTING CONDITION AND DEMO
PD1.0	APPROVED CONCEPTUAL DEVELOPMENT PLAN
PD1.1	OVERALL SITE PLAN
PD1.2	BUILT-UPON AREA
PD1.3	PRELIMINARY DEVELOPMENT PLAN
PD1.4	PHASE 2 PHASING PLAN
UT1.1	UTILITY PLAN
GD1.1	GRADING AND DRAINAGE
LS1.1	LANDSCAPE PLAN
EC1.1	EROSION CONTROL
C1.1	DETAILS

	CDP APPROVED	PDP PROPOSED
# OF NEW UNITS	44	40
MAXIMUM UNIT SIZE	2,500 SF HEATED AREA	2,500 SF HEATED AREA
PROPOSED ADDITIONAL FLOOR AREA	132,000 SF	100,000 SF
OVERALL OPEN SPACE PHASE 1 & PHASE 2 (ENTIRE BELLE MEADE SITE)	18.80 ACRES	25.86 ACRES
USABLE OPEN SPACE PHASE 1 & PHASE 2 (ENTIRE BELLE MEADE SITE)	9.40 ACRES	14.39 ACRES
PARKING	2 SPACES PER SF UNIT + VISITORS SPACES IN DRIVEWAY	2 SPACES PER SF UNIT + VISITORS SPACES IN DRIVEWAY
PERIMETER BUFFER	20', EXCEPT 100' ALONG CAMP EASTER ROAD	20', EXCEPT 100' ALONG CAMP EASTER ROAD
BUILT UPON AREA	34%	36%

REVISION HISTORY			
I	TOWN COMMENTS	T&H	2/20/24
REV. NO.	REVISION	BY	DATE

SUBMITTAL HISTORY	
TOWN OF SOUTHERN PINES	1/19/24
SUBMITTED TO	DATE



Know what's below.
Call before you dig.



2510 Meridian Parkway • Suite 100
Durham, NC 27713
p.919.682.0368
www.thomasandhutton.com

EXISTING CONDITIONS / DEMOLITION NOTES

1. ENSURE ALL EROSION CONTROL MEASURES ARE IN PLACE AND IN WORKING ORDER PRIOR TO THE START OF ANY DEMOLITION AND CONSTRUCTION.
2. SEE SITE PLAN SHEET C1.1 FOR LAYOUT DIMENSIONS OF EXTENT OF DEMOLISHED AREAS. PAVED AREAS NOT INDICATED TO BE DEMOLISHED, ARE TO REMAIN. ALL CONCRETE SAW CUTS ARE TO BE CLEAN, STRAIGHT AND NEAT.
3. UTILITIES: SEE UTILITY PLANS. CONTRACTOR TO COORDINATE WITH UTILITY COMPANIES FOR LOCATION, REMOVAL AND RELOCATION OF ANY UTILITIES. CONTRACTOR RESPONSIBLE FOR DETERMINING EXTENT AND LOCATION OF UTILITIES. THIS MAY INCLUDE CONTACTING "NO-CUTS" TO HELP LOCATE SOME UTILITIES.
4. CONTRACTOR TO ADJUST ALL MANHOLES, VALVES, JUNCTION BOXES, CATCH BASINS, CLEAN-OUTS, ETC., AS NECESSARY TO ACCOMMODATE NEW LAYOUT AND GRADES.
5. CONTRACTOR RESPONSIBLE FOR OBTAINING ANY PERMITS FOR WORK IN THE NCDOT AND TOWN OF SOUTHERN PINES RIGHTS OF WAY. ANY DAMAGED INFRASTRUCTURE IN THE RIGHT OF WAY CAUSED BY CONSTRUCTION ACTIVITIES MUST BE REPAIRED TO NCDOT AND TOWN OF SOUTHERN PINES STANDARDS. THIS INCLUDES, BUT IS NOT LIMITED TO UTILITIES, SIDEWALKS, CURB AND GUTTER, ASPHALT.
6. CONTRACTOR RESPONSIBLE FOR REMOVING EVERYTHING WITHIN THE CLEARING LIMITS AND OFF-SITE WORK ZONE INCLUDING TREES, STUMPS, TRASH, FENCING, OR BUILDING MATERIALS.
7. CONTRACTOR TO USE CAUTION WORKING AROUND AND NEAR EXISTING STORM, WATER AND SEWER. CONTRACTOR RESPONSIBLE FOR DAMAGE TO EXISTING UTILITIES.
- 8.
9. ALL PAVEMENT PATCHING SHALL BE PERFORMED PER TOWN OF SOUTHERN PINES OR NCDOT SPECIFICATIONS AND STANDARDS, AS APPLICABLE.

CONTRACTOR TO MAINTAIN ACCESS TO MAINTENANCE FACILITY & PUMP STATION

SEWER LINE TO BE RELOCATED (TYP)

STORM LINE TO BE RELOCATED (TYP)

LIMITS OF DISTURBANCE (TYP)

ELECTRIC TO BE REMOVED (TYP)

BUILDINGS TO BE DEMOLISHED (TYP)

PARKING, WALKS AND DRIVES TO BE REMOVED (TYP)

WATER LINES TO BE ABANDONED & KILLED AT MAIN IN ACCORDANCE WITH TOWN OF SOUTHERN PINES STANDARDS

EXISTING TREE TO BE REMOVED (TYP.)

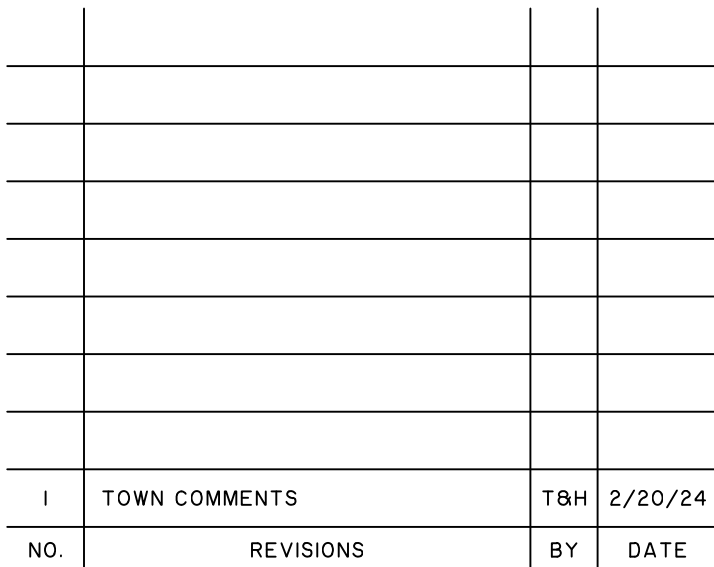
SEWER FLOW TO CONTINUE DURING RELOCATION (CONTRACTOR TO COORDINATE PUMP AROUND)

STORM FLOW TO REMAIN UNINTERRUPTED DURING CONSTRUCTION

SEWER LINES TO BE REMOVED & KILLED AT MAIN PER ISP STANDARDS

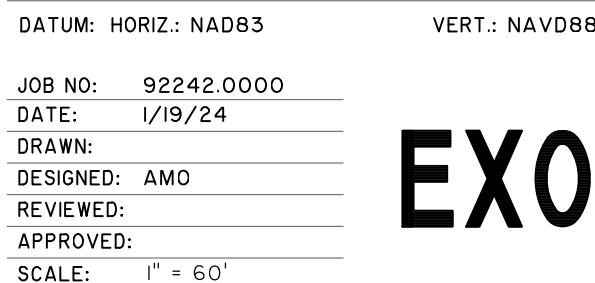
CAMP EASTER ROAD 50' R/W

1. ENSURE ALL EROSION CONTROL MEASURES ARE IN PLACE AND IN WORKING ORDER PRIOR TO THE START OF ANY DEMOLITION AND CONSTRUCTION.
2. SEE SITE PLAN SHEET C1.1 FOR LAYOUT DIMENSIONS OF EXTENT OF DEMOLISHED AREAS. PAVED AREAS NOT INDICATED TO BE DEMOLISHED, ARE TO REMAIN. ALL CONCRETE SAW CUTS ARE TO BE CLEAN, STRAIGHT AND NEAT.
3. UTILITIES: SEE UTILITY PLANS. CONTRACTOR TO COORDINATE WITH UTILITY COMPANIES FOR LOCATION, REMOVAL AND RELOCATION OF ANY UTILITIES. CONTRACTOR RESPONSIBLE FOR DETERMINING EXTENT AND LOCATION OF UTILITIES. THIS MAY INCLUDE CONTACTING "NO-CUTS" TO HELP LOCATE SOME UTILITIES.
4. CONTRACTOR TO ADJUST ALL MANHOLES, VALVES, JUNCTION BOXES, CATCH BASINS, CLEAN-OUTS, ETC., AS NECESSARY TO ACCOMMODATE NEW LAYOUT AND GRADES.
5. CONTRACTOR RESPONSIBLE FOR OBTAINING ANY PERMITS FOR WORK IN THE NCDOT AND TOWN OF SOUTHERN PINES RIGHTS OF WAY. ANY DAMAGED INFRASTRUCTURE IN THE RIGHT OF WAY CAUSED BY CONSTRUCTION ACTIVITIES MUST BE REPAIRED TO NCDOT AND TOWN OF SOUTHERN PINES STANDARDS. THIS INCLUDES, BUT IS NOT LIMITED TO UTILITIES, SIDEWALKS, CURB AND GUTTER, ASPHALT.
6. CONTRACTOR RESPONSIBLE FOR REMOVING EVERYTHING WITHIN THE CLEARING LIMITS AND OFF-SITE WORK ZONE INCLUDING TREES, STUMPS, TRASH, FENCING, OR BUILDING MATERIALS.
7. CONTRACTOR TO USE CAUTION WORKING AROUND AND NEAR EXISTING STORM, WATER AND SEWER. CONTRACTOR RESPONSIBLE FOR DAMAGE TO EXISTING UTILITIES.
- 8.
9. ALL PAVEMENT PATCHING SHALL BE PERFORMED PER TOWN OF SOUTHERN PINES OR NCDOT SPECIFICATIONS AND STANDARDS, AS APPLICABLE.



PROJECT AREA EXISTING CONDITION AND DEMO

PROJECT LOCATION:
GOSSMAN DRIVE
SOUTHERN PINES, NC



EX0.2

[illegible]

Scale 1" = 200'

S:\PROJECTS\2025\2242 BELLE MEADE SOUTHERN PINES TANDI CONAT\ENGINEERING\DRAWINGS\PHASE 2\PLAN\2242.0000 - BP-1A-OVERALL.DWG - Feb 20, 2024 - 1:22 PM

SITE PLAN NOTES

1. ALL ANGLES ARE 90 DEGREES UNLESS OTHERWISE NOTED.
2. DIMENSIONS TO BUILDING WALL ARE TO FACE OF WALL AT FINISH GRADE. DIMENSIONS TO CURB ARE TO FACE OF CURB.
3. LAY OUT IMPROVEMENTS FOR THE CIVIL ENGINEER'S OR LANDSCAPE ARCHITECT'S REVIEW PRIOR TO BEGINNING CONSTRUCTION.
4. REFERENCE ARCHITECTURAL DRAWINGS FOR BUILDING INFORMATION.
5. THE SITE WILL BE FULLY COMPLIANT WITH THE NORTH CAROLINA ACCESSIBILITY CODES (ANSI 117.1 -2009 AND CHAPTER 11 OF THE NCBC) UNLESS AND EXCEPT IN AREAS WHERE AN APPROVED STATEMENT FROM A SITE ENGINEER, SURVEYOR OR ARCHITECT VERIFIES THAT SITE CONDITIONS EXIST WHERE THE TOPOGRAPHY OF THE SITE IS EXTREME AND ONLY ALTERNATE METHODS OF COMPLIANCE ARE POSSIBLE.

UNIT TYPE	NUMBER
SINGLE FAMILY	= 4 UNITS
DUPLEX	=18 (36 UNITS)
	= 40 UNITS TOTAL



NO.	REVISIONS	BY	DATE



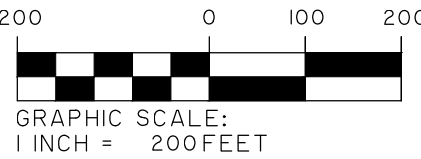
1111 W. MAIN STREET
DURHAM, NC 27701
219.682.0068
www.thomasonhutton.com

OVERALL SITE PLAN

BELLE MEADE RETIREMENT COMMUNITY

PROJECT LOCATION:
GOSSMAN DRIVE
SOUTHERN PINES, NC

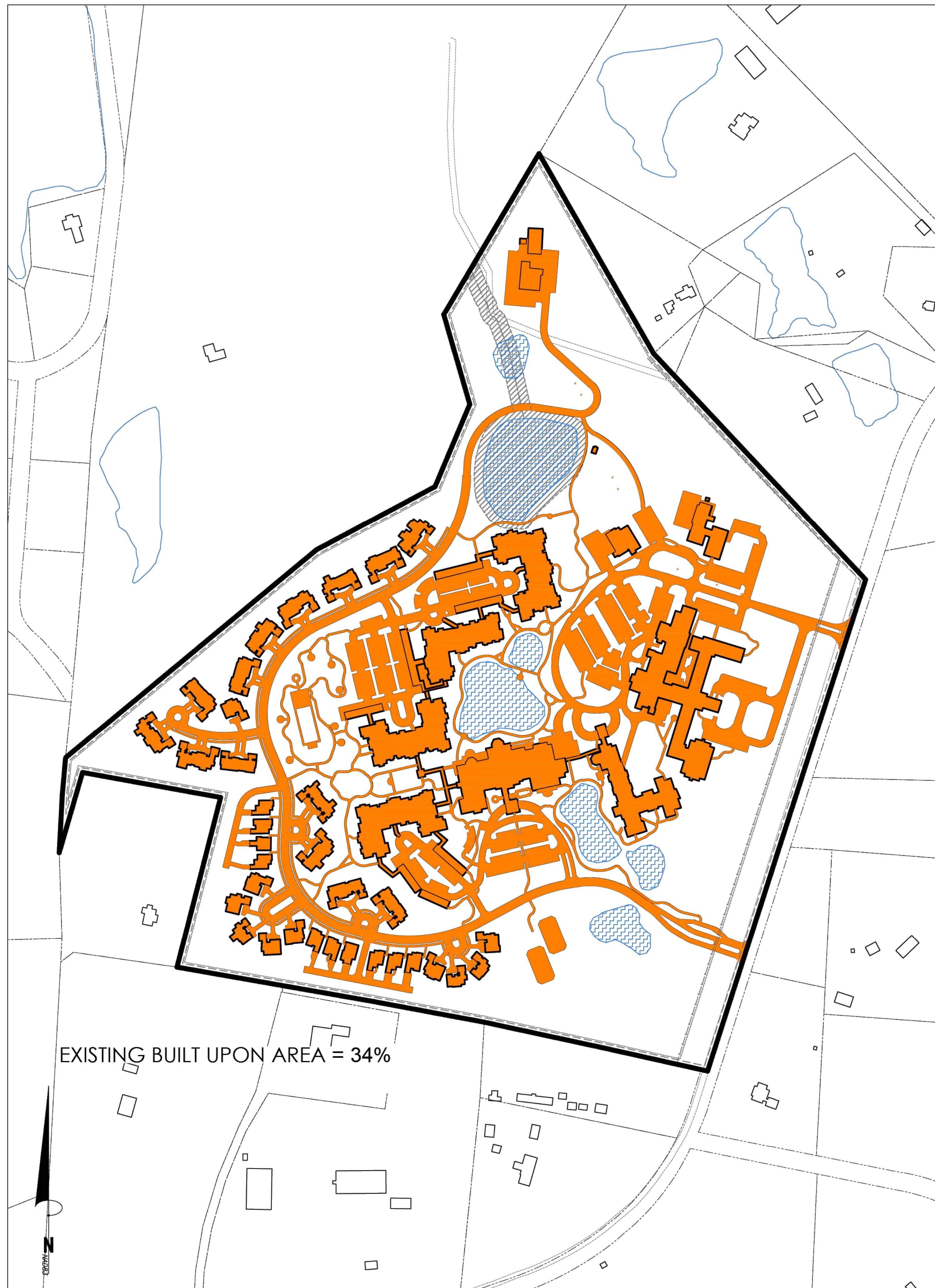
CLIENT/OWNER:
ST. JOSEPH OF THE PINES, INC
C/O
TRINITY HEALTH SENIOR COMMUNITIES
20555 VICTOR PARKWAY
LIVONIA, MI 48152



DATUM: HORIZ.: NAD83 VERT.: NAVD88

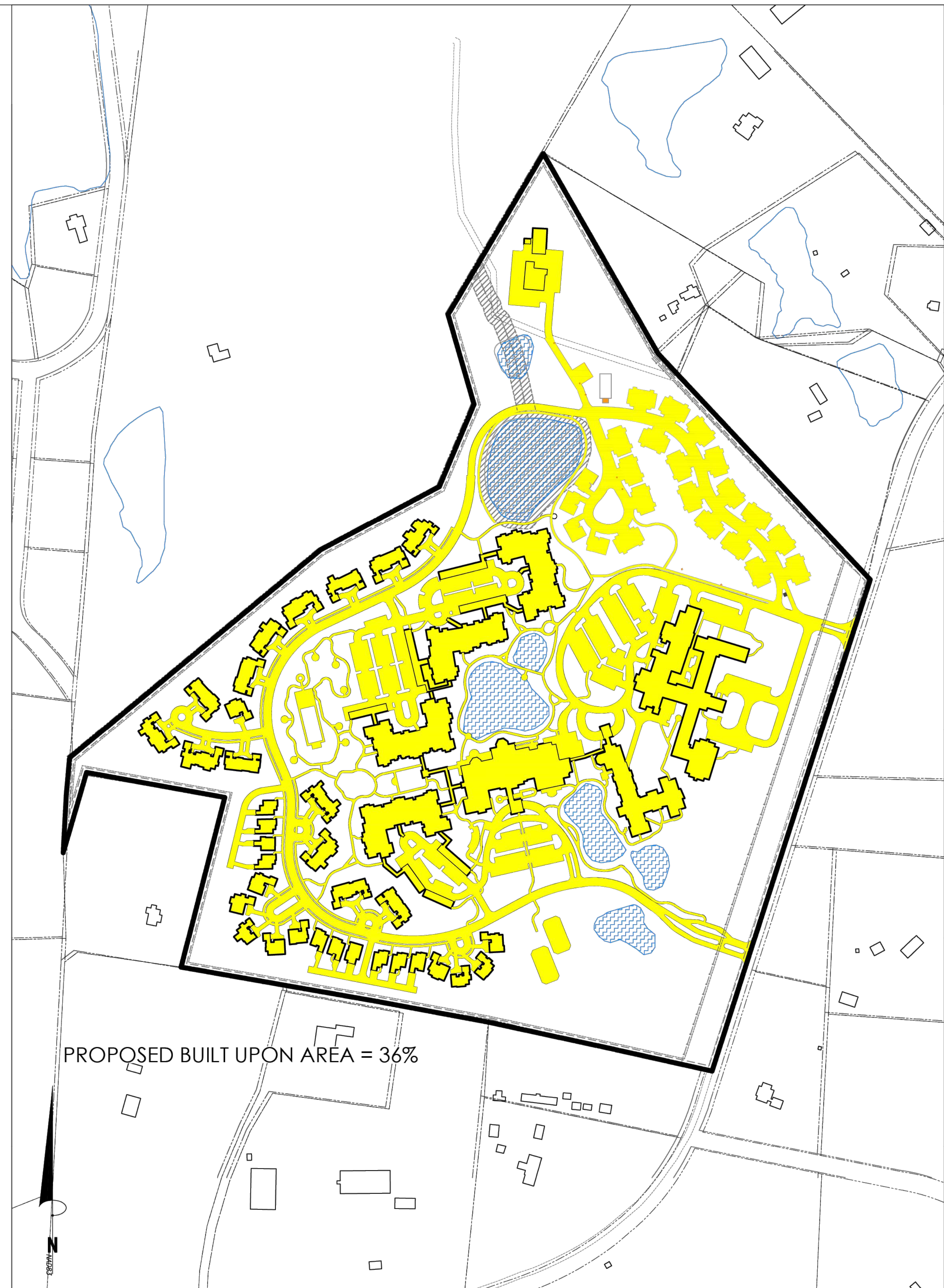
JOB NO:	92242.0000
DATE:	1/19/24
DRAWN:	
DESIGNED:	AMO
REVIEWED:	
APPROVED:	
SCALE:	1" = 200'

PD1.1



1 / PD1.2
EXISTING BUILT UPON AREA
SCALE: 1" = 200'

200 0 200 400 600
Scale 1" = 200'



2 / PD1.2
PROPOSED BUILT UPON AREA
SCALE: 1" = 200'

200 0 200 400 600
Scale 1" = 200'



111 West Main Street
Durham, N.C. 27701
p 919.682.0368
f 919.688.5646
www.cjtpa.com

NC BOARD OF EXAMINERS FOR
ENGINEERS AND SURVEYORS
LIC # C-1209

NC BOARD OF
LANDSCAPE ARCHITECTS
LIC # C-104



Project

BELLE MEADE RETIREMENT COMMUNITY EXPANSION

100 Waters Dr.

Town of Southern Pines,
Moore County,
North Carolina

PINS:
0738-11-51-9036

Job Number 2242

Drawn ED
Checked 7.22.2022 SUBMITAL #1
Date
Revisions:

CONCEPT PLAN
PLANS NOT ISSUED
FOR CONSTRUCTION

Sheet Title

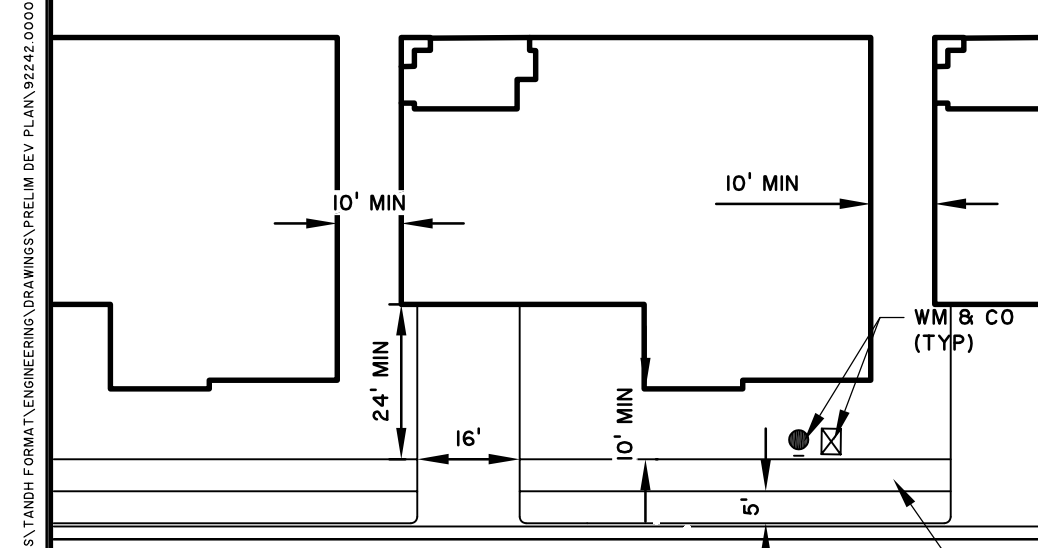
BUILT UPON
AREA

Sheet Number

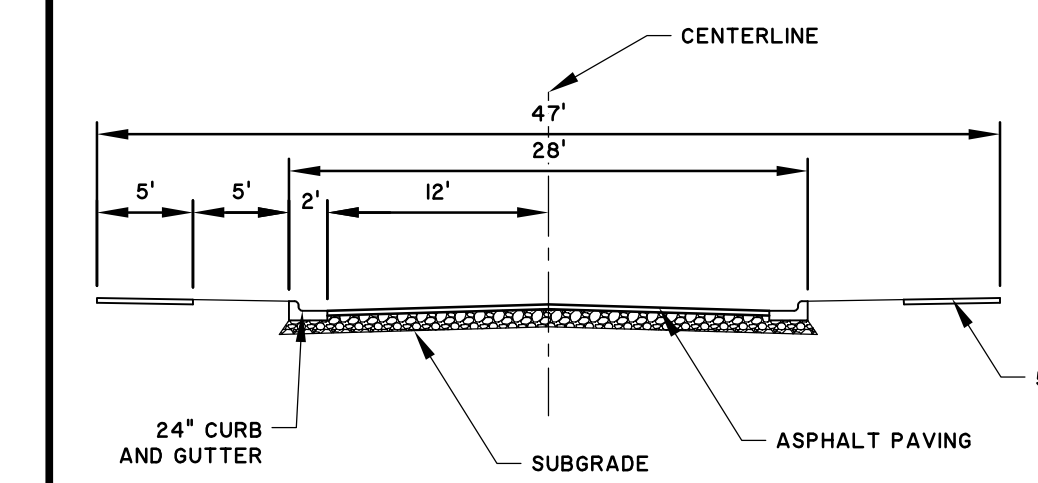
PD1.2

S:\PROJECTS\2024\2242 BELLE MEADE RETIREMENT COMMUNITY\CONCEPTUAL\PLAN\2242-0000 - SP-PL.DWG - Apr 2, 2024 - 4:41 PM

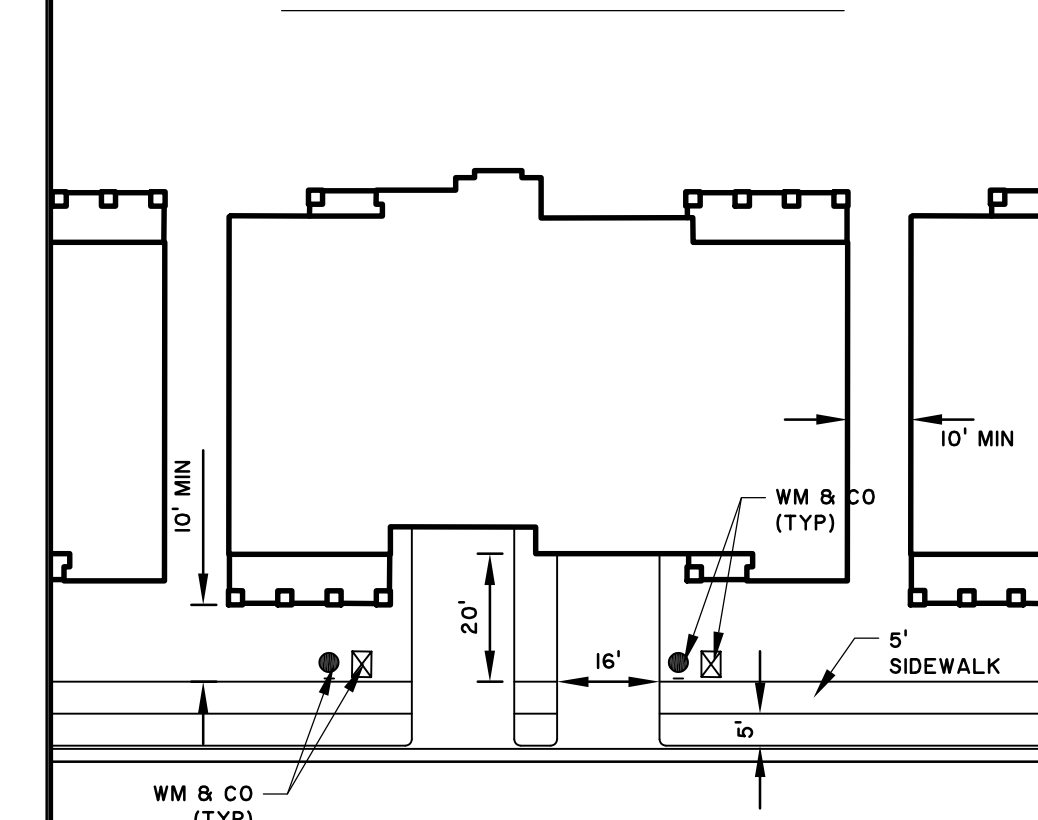
TYPICAL LAYOUT - SINGLE



TYPICAL - STREET PRIVATE

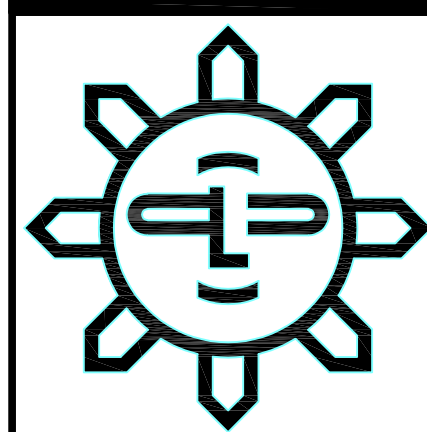
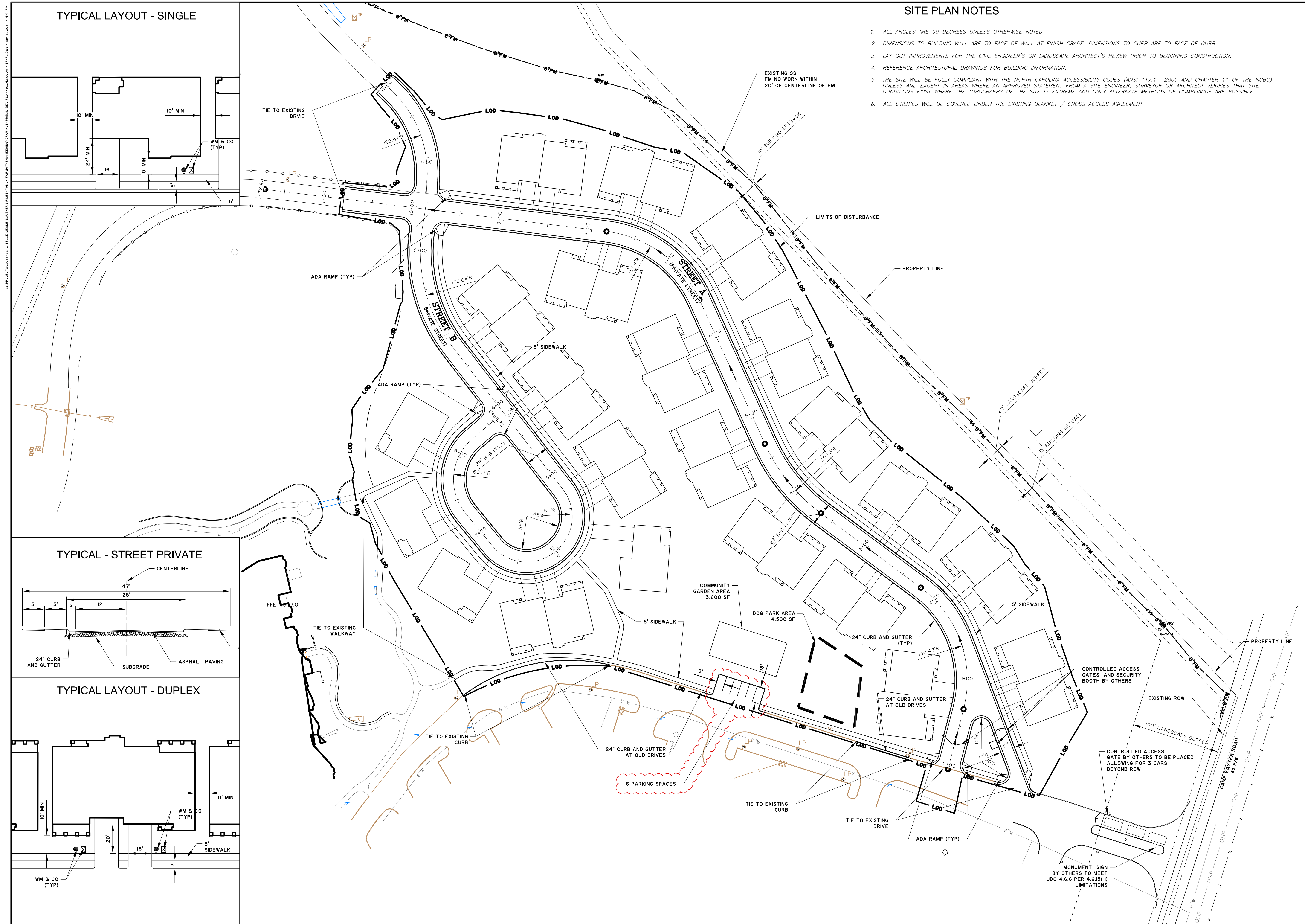


TYPICAL LAYOUT - DUPLEX



SITE PLAN NOTES

- ALL ANGLES ARE 90 DEGREES UNLESS OTHERWISE NOTED.
- DIMENSIONS TO BUILDING WALL ARE TO FACE OF WALL AT FINISH GRADE. DIMENSIONS TO CURB ARE TO FACE OF CURB.
- LAY OUT IMPROVEMENTS FOR THE CIVIL ENGINEER'S OR LANDSCAPE ARCHITECT'S REVIEW PRIOR TO BEGINNING CONSTRUCTION.
- REFERENCE ARCHITECTURAL DRAWINGS FOR BUILDING INFORMATION.
- THE SITE WILL BE FULLY COMPLIANT WITH THE NORTH CAROLINA ACCESSIBILITY CODES (ANSI 117.1 -2009 AND CHAPTER 11 OF THE NCBC) UNLESS AND EXCEPT IN AREAS WHERE AN APPROVED STATEMENT FROM A SITE ENGINEER, SURVEYOR OR ARCHITECT VERIFIES THAT SITE CONDITIONS EXIST WHERE THE TOPOGRAPHY OF THE SITE IS EXTREME AND ONLY ALTERNATE METHODS OF COMPLIANCE ARE POSSIBLE.
- ALL UTILITIES WILL BE COVERED UNDER THE EXISTING BLANKET / CROSS ACCESS AGREEMENT.



LUMINAUT

1100 Sycamore Street, Suite 200
Cincinnati, Ohio 45202 - Ph: 513.984.1070

702 N. Capitol Avenue
Indianapolis, Indiana 46204
Ph: 317.636.3980

www.luminaut.com

2	TOWN COMMENTS	T&H	4/2/24		
1	TOWN COMMENTS	T&H	2/20/24		
NO	REVISIONS	BY	DATE		



111 W. MAIN STREET
DURHAM, NC 27701
919.682.0368
www.thomasandhutton.com

PRELIMINARY DEVELOPMENT PLAN

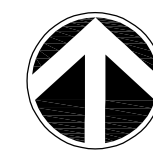
BELLE MEADE RETIREMENT COMMUNITY

PROJECT LOCATION:

GOSSMAN DRIVE
SOUTHERN PINES, NC

CLIENT/OWNER:

ST. JOSEPH OF THE PINES, INC
C/O
TRINITY HEALTH SENIOR COMMUNITIES
20555 VICTOR PARKWAY
LIVONIA, MI 48152



50 0 25 50
GRAPHIC SCALE:
1 INCH = 50 FEET

DATUM: HORIZ.: NAD83

VERT.: NAVD88

JOB NO: 92242.0000

DATE: 1/19/24

DRAWN:

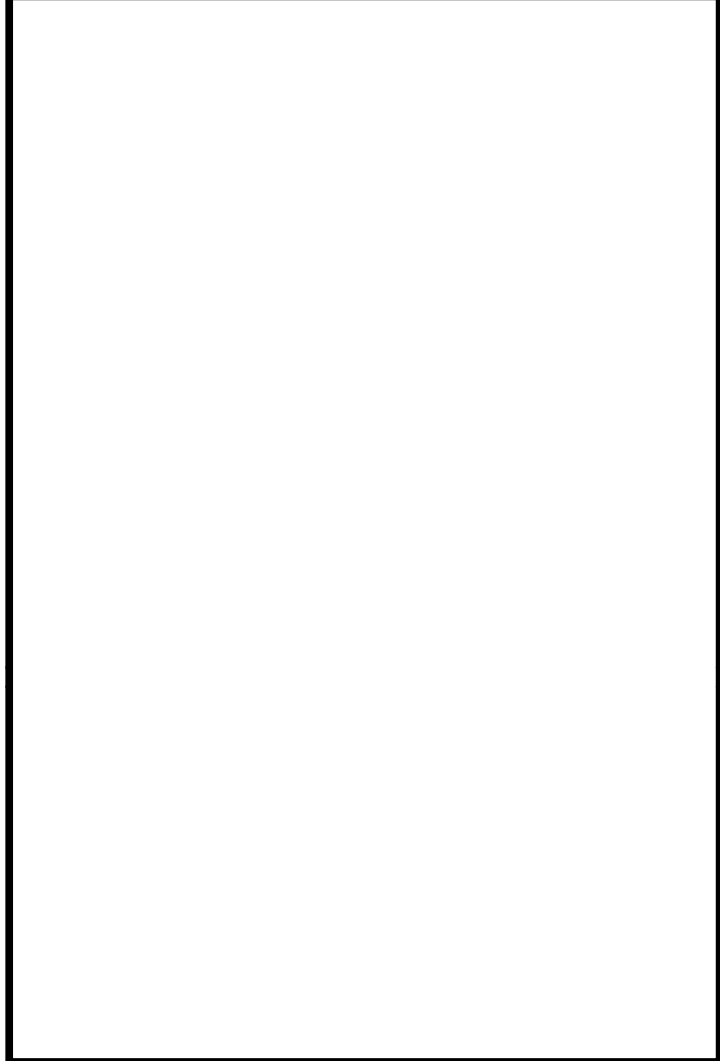
DESIGNED: AMO

REVIEWED:

APPROVED:

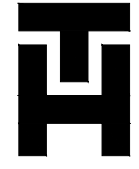
SCALE: 1" = 50'

PD1.3



NO.	REVISIONS	BY	DATE





**THOMAS
&
HUTTON**

2510 Meridian Parkway • Suite 100
Durham, NC 27713 • 919.682.0368
www.thomasandhutton.com

PHASE 2 PHASING PLAN

BELLE MEADE RETIREMENT COMMUNITY

PROJECT LOCATION:
GOSMAN DRIVE
SOUTHERN PINES, NC

CLIENT/OWNER:
ST. JOSEPH OF THE PINES, INC
C/O
TRINITY HEALTH SENIOR COMMUNITIES
20555 VICTOR PARKWAY
LIVONIA, MI 48152



50 0 25 50
GRAPHIC SCALE:
1 INCH = 50 FEET

DATUM: HORIZ.: NAD83 VERT.: NAVD86

JOB NO: 92242.0000
DATE: 1/19/24
DRAWN:
DESIGNED: AMO
REVIEWED:
APPROVED:
SCALE: 1" = 50'

PD1.4



PRELIMINARY

NOT FOR

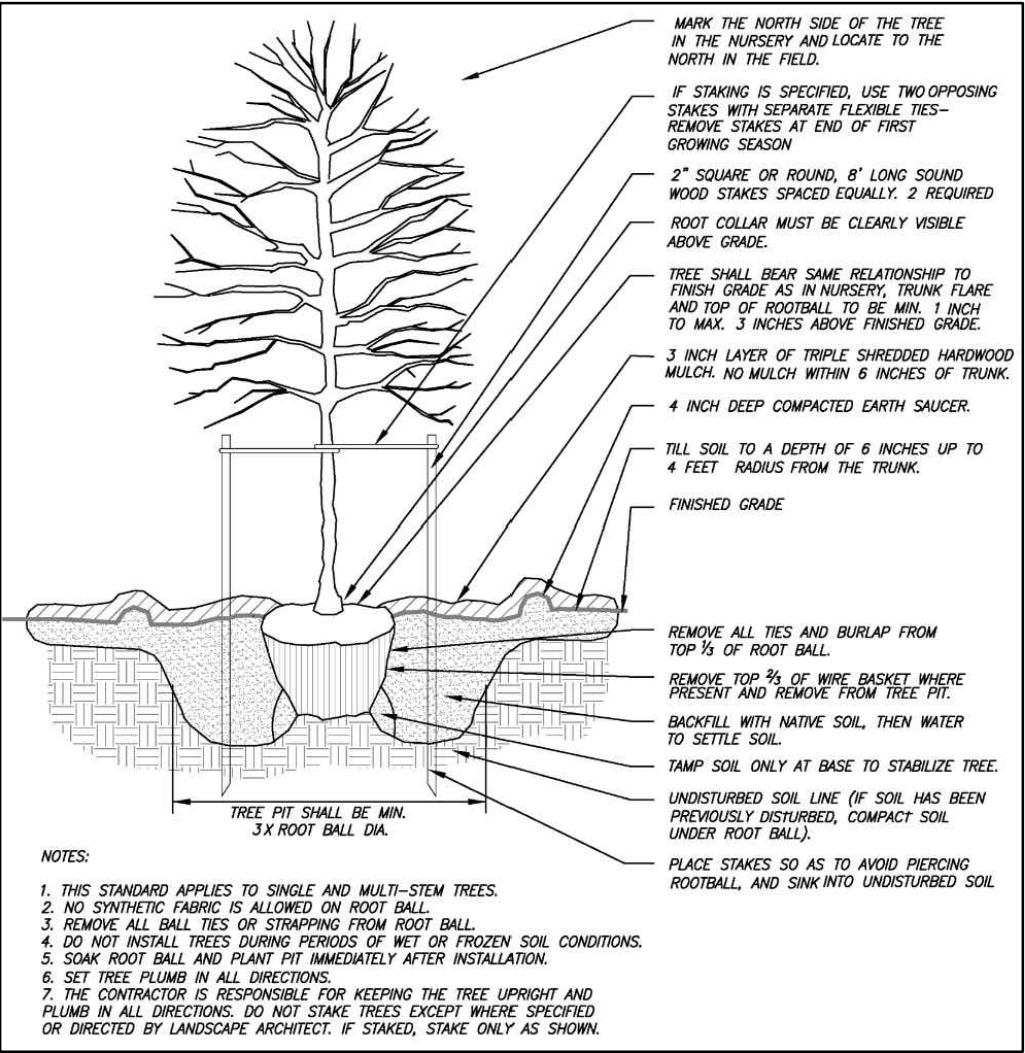
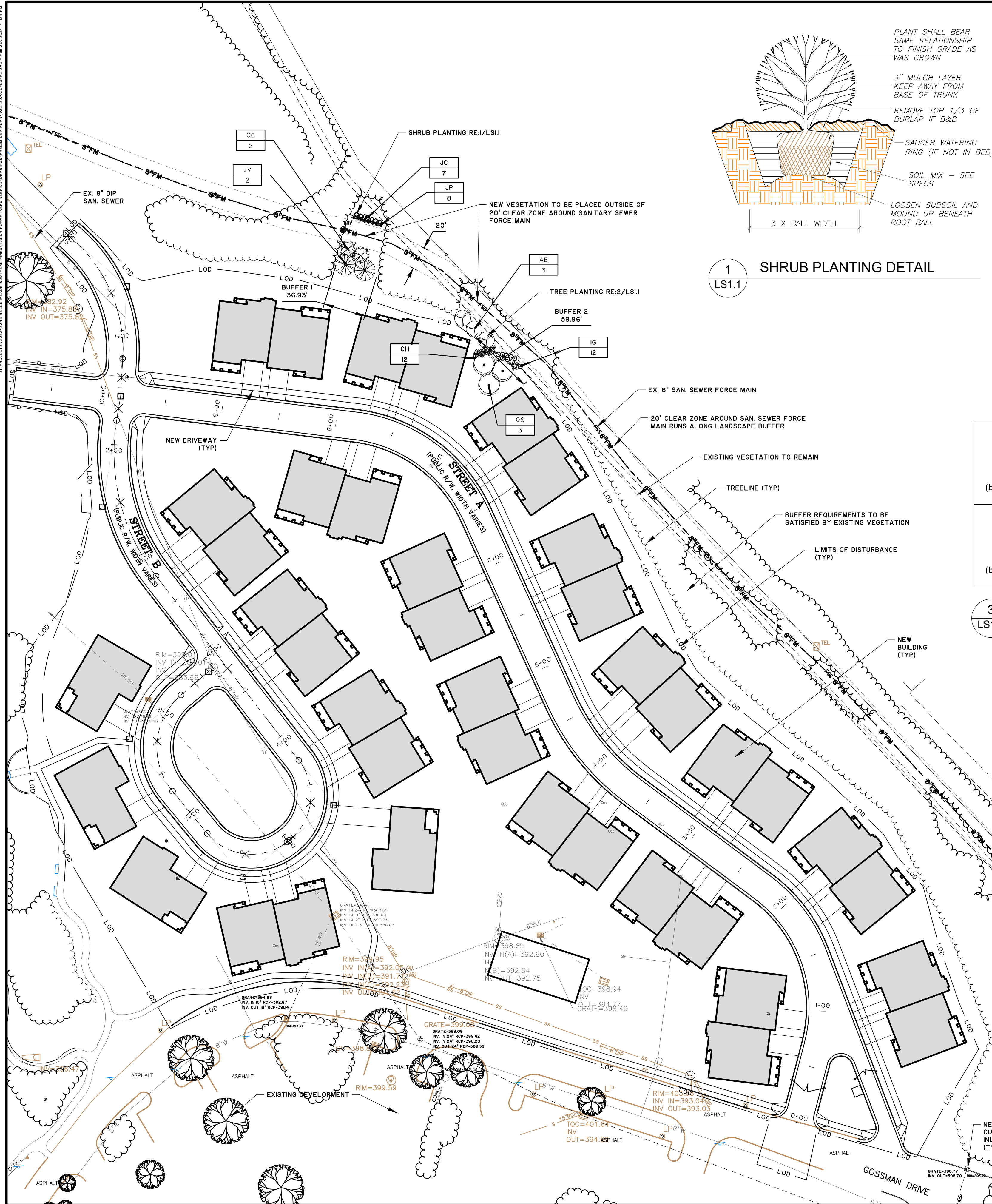
CONSTRUCTION

ANDREW M OAKLEY



UT1.1

S:\PROJECTS\2024\2424 BELLE MEADE RETIREMENT PHASE 1\DWG\LANDSCAPE\LS1.1.DWG - PLOT 20, 2024 - 10:24 PM



TREE PLANTING GUIDELINES

- (a) Plant trees with a minimum caliper of two inches measured six inches above the ground and a root ball no smaller than two feet in diameter.
- (b) The best time for planting is early spring and early fall. Trees planted in the summer run the risk of dehydration.
- (c) Plant all trees at least three-and-a-half feet from the end of head-in parking spaces in order to prevent damage from car overhangs.
- (d) Dig the tree pit twice the diameter of the root ball and no deeper than needed to allow the plant's crown to sit an inch or so above the surrounding soil level.
- (e) Especially in areas where construction activity has compacted the soil, the bottom of the pit should be scarified or loosened with a pick ax or shovel.
- (f) After the pit is dug, observe sub-surface drainage conditions. Where poor drainage exists, the tree pit should be dug at least an additional twelve inches and the soil amended to allow roots to grow properly.
- (g) Back fill should include a proper mix of soil and fertilizer. All roots must be completely covered. Back fill should be thoroughly watered as it is placed around the roots.
- (h) Immediately after it is planted, the tree should be supported with stakes and guy wires to firmly hold it in place as its root system begins to develop. Remove stakes and ties after one year.
- (i) Spread at least three inches of mulch over the entire excavation in order to retain moisture and keep down weeds. An additional three-inch saucer of mulch should be provided to form a basin around the trunk of the tree. This saucer helps catch and retain moisture.
- (j) The lower trunks of new trees should be wrapped with burlap or paper to prevent evaporation and sunscald. The wrapping should remain on the tree for at least a year.
- (k) Conscientious post-planting care, especially watering, pruning and fertilizing, is a must for street and parking lot trees. Branches of new trees may be reduced by as much as a third to prevent excessive evaporation.

2 TREE PLANTING DETAIL

Buffer 1	# Required per 400 SF	Required Plantings:	Existing Plantings	Double Count:	Plantings Provided	Notes
20	37 LF	1 Large Trees = 1.9	- 0	- 0	= 2 Large Trees	
(buffer width)	740 SF	1 Small Trees = 1.9	- 0	- 0	= 2 Small Trees	
		1 Shrubs = 14.8	- 0	- 0	= 15 Shrubs	
		(1 shrub / 50 SF per Exhibit 4-4)				

Buffer 2	# Required per 400 SF	Required Plantings:	Existing Plantings	Double Count:	Plantings Provided	Notes
20	60 LF	1 Large Trees = 3.0	- 0	- 0	= 3 Large Trees	
(buffer width)	1,200 SF	1 Small Trees = 3.0	- 0	- 0	= 3 Small Trees	
		1 Shrubs = 24.0	- 0	- 0	= 24 Shrubs	
		(1 shrub / 50 SF per Exhibit 4-4)				

3 BUFFER CALCULATIONS

PLANT SCHEDULE

QTY	KEY	SCIENTIFIC NAME	COMMON NAME	MINIMUM SIZE*	SPACING	REMARKS
3	AB	Acer buergerianum	Trident Maple	2.5" CAL.	AS SHOWN	SINGLE TRUNK & LEADER
2	CC	Cercis canadensis	Eastern Redbud	2.0" CAL.	AS SHOWN	SINGLE TRUNK & LEADER
2	JV	Juniperus virginiana	Eastern Redcedar	2.5" CAL.	AS SHOWN	SINGLE TRUNK & LEADER
3	QS	Quercus shumardii	Shumard Oak	2.5" CAL.	AS SHOWN	SINGLE TRUNK & LEADER

QTY	KEY	SCIENTIFIC NAME	COMMON NAME	MINIMUM SIZE	SPACING	REMARKS
12	CH	Cephaeloxanthus harringtonia	Plum Yew	18" ht.	AS SHOWN	FULL AND MATCHING
12	IG	Ilex glabra 'Shamrock'	Shamrock Inkberry	18" ht.	AS SHOWN	FULL AND MATCHING
7	JC	Juniperus chinensis 'Sea Green'	Sea Green Juniper	18" ht.	AS SHOWN	FULL AND MATCHING
8	JP	Juniperus x pfitzeriana	Pfitzer Juniper	18" ht.	AS SHOWN	FULL AND MATCHING



1100 Sycamore Street, Suite 200
Cincinnati, Ohio 45202 - Ph: 513.984.1070

702 N. Capital Avenue
Indianapolis, Indiana 45204
Ph: 317.636.3980

www.luminaut.com

TOWN COMMENTS

REVISIONS

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE



TOWN OF SOUTHERN PINES COURTESY REVIEW

Case: PD-01-24 (St. Joseph of the Pines)

Location: 103 Gossman Drive

PIN#: 858315743819

March 5, 2024

Following a review of the above referenced application by the RLUAC Land Use Committee, it has been determined that:

- The site is designated as Important to Protect in the Fort Liberty Compatible Use Rating system due to its location within a designated High Quality Waters drainage area (Mill Creek HQW Management Area).

RLUAC encourages the Town of Southern Pines and the applicant / developer to take such measures as are feasible to limit the impact of stormwater runoff from the future development of the site on Mill Creek and the Mill Creek High Quality Waters Management Area. Maintaining the integrity of important environmental assets contributes to the overall compatibility of our region with Fort Liberty's environmental protection mission, which goes hand-in-hand with its military training and operational missions. Beyond the potential environmental impact of the proposed development, the nature of the use proposed for the site does not present any compatibility concerns with regard to military training or operations.

While RLUAC's findings and recommendations are non-binding on the Town of Southern Pines, their consideration and incorporation into your review of this case will help to improve compatibility outcomes for our region as a whole by protecting Fort Liberty's military training and operational missions.

Thank you for allowing RLUAC to review this case.

Jeff Sanborn, Chairman

Vagn K. Hansen II, AICP, Executive Director

Agenda Item

To: Reagan Parsons, Town Manager

From: Alaina Mallette, Senior Planner

Subject: SU-01-24 Special Use Permit to Amend CU-08-88 Mid-South Club Master Plan Boundaries: Owner/Applicant: Plantation Investors, LLC; Authorized Agent: Paul Saathoff, KoontzJones Design

Date: April 9, 2024

I. SUMMARY OF APPLICATION REQUEST

On behalf of PILLCSUB, LLC, Paul Saathoff with Koontz Jones Design has applied for a special use permit to amend the Mid-South Master Plan approved in 1988 in conjunction with Conditional Use Permit CU-08-88. The amendment proposes removing ± 9.26 acres from the Master Plan that is located in Pinehurst's jurisdiction and includes the northern-most portion of Palmer Drive between Knoll Road and Midland Road. The subject properties are identified as a portion of PIN: 857200264820 (PARID: 00041026) as well as a portion of Palmer Drive right-of-way (PARID: 20231023). The subject property includes a portion of the Knoll Road Greenway maintained by the Town of Southern Pines, which connects Morganton Road and the Mid-South Club to Midland Road.

II. PLANNING BOARD REVIEW

On September 21, 2023, four members of the Planning Board held a Preliminary Forum regarding SU-01-23 to accept public comments and compose a list of issues to forward to the Town Council for their consideration. Following a presentation by town staff regarding the project, the property owner and applicant, Mr. Bob Levy, addressed the Planning Board and introduced Mr. Paul Saathoff of KoontzJones Design, representative for the applicant's authorized agent. Mr. Saathoff made a presentation to the Planning Board, providing additional details and justification for the proposed project. No other members of the public spoke.

After the board had finished asking questions of the applicant, town staff, and the property owner, the Planning Board closed the Preliminary Forum and held board discussion. The following list of issues presented at the forum relate to the application of the SUP criteria to amend development approval CU-08-88 and were adopted by unanimous vote to forward to Town Council for consideration during their review of the proposal:

1. Original 1988 Mid-South Master Plan's intent was to keep the ± 9.26 acres as open space, as was marketed to current property owners who were attracted to the development considering its inclusion.

2. Recommend engaging the Property Owners Association regarding ownership and maintenance of the portion of Palmer Drive in the ±9.26 acres requested to be removed from the Mid-South Club.
3. Knoll Road trail should continue to be maintained per the existing easement.

In addition, the following concern was raised during the forum, but the Planning Board believed that it does not apply in determining whether the SUP criteria are satisfied:

1. Question as to whether the Town of Southern Pines has any authority to enforce a condition of approval if the application is approved and the ±9.26 acres is removed from the Mid-South Club development approval.

III. PROJECT INFORMATION

A. Property Owner & Applicant Information

Property Owner/Applicant
 PILLCSub, LLC
 c/o Bob Levy
 3 Palmer Drive
 Southern Pines, NC 28387-2986

Authorized Agent
 KoontzJones Design
 c/o Paul Saathoff
 150 S. Page Street
 Southern Pines, NC 28387

B. Project History and Site Information

i. Location

The subject property is located in Pinehurst's jurisdiction and includes the northernmost portion of Palmer Drive between Knoll Road and Midland Road. The subject properties are identified as a portion of PIN: 857200264820 (PARID: 00041026) as well all a portion of Palmer Drive right-of-way (PARID: 20231023). The subject property includes a portion of the Knoll Road Greenway maintained by the Town of Southern Pines, which connects Morganton Road and the Mid-South Club to Midland Road.

ii. Project History and Site Information

The subject property is an entrance into the Mid-South development (see Figure 1 below), and was rezoned as such in 1987 (file #Z-15-87) following standards outlined in the CU-07-88 (i.e., golf course conditional use permit) and CU-08-88 (residential development conditional use permit) 1988 Mid-South Master Plan (see Figure 2 below). Generally, the entrance includes a 60' landscaped buffer on the western portion of the parcel and 25' landscaped buffer fronting Midland Rd. and adjacent to Walker's Station. The parcel is bisected by two 16' pavement drive aisles. The eastern side of the parcel includes the Knoll Road Greenway maintained by the Town of Southern Pines, which connects Morganton Road and the Mid-South Club to Midland Road. The [Village of Pinehurst has the property zoned R30](#) excluding the road, i.e., medium-density residential with a [minimum lot size of 30,000 square feet](#) for a max of 8 lots unless rezoned (see Figure 3). The subject property was not included in the 2040 Comprehensive Plan considering that it is, technically, within the Village of Pinehurst.

Figures 1-3: Zoning and Location Map (Subject Property Outlined by Dashed Red Lines)



IV. STAFF REVIEW

A. Application Review Dates

- Special Use Permit SU-01-24 Application Submitted: **February 5, 2024**
- Additional Materials Submitted:
 - Updated Narrative and Justification: **February 16, 2024**
 - Legal Summary, Covenants, Agreement, etc.: **April 3, 2024**
- Application Deemed Complete: **February 12, 2024**
- TRC Staff Review: **February 13, 2024**
- Notice of Planning Board Preliminary Forum:
 - Posted On-site: **March 4, 2024**
 - Mailed: **February 28, 2024**
 - Internet: **March 11, 2024**
 - Published: **March 6 and March 13, 2024**
- Planning Board Preliminary Forum: **March 21, 2024**
- Notice of Town Council Public Hearing:
 - Posted On-site: **March 4, 2024**
 - Mailed: **March 25, 2024**
 - Internet: **March 22, 2024**
 - Published: **March 4 and April 3, 2024**
- Town Council Regular Meeting and Evidentiary Hearing: **April 9, 2024**

B. Process and Standards of Review

Town procedures have changed since 1988, in some cases dictated by changes in state statutes. Conditional use permits are now special use permits. The procedures for review and approval of a Special Use Permit amendment, per UDO §2.21, establish a process and standards to approve certain uses that, because of unique characteristics or potential impacts on adjacent land uses, are not permitted in zoning districts as a matter of right. Special Use Permit Criteria, UDO §2.21.6 (A-F) apply to the review of this special use permit amendment.

C. Compliance with Special Use Permit Criteria – UDO §2.21.6 (A-F)

- A. *The proposed special use shall comply with all regulations of the applicable zoning district and any applicable supplemental use regulations;*

OPEN SPACE

One of Southern Pines' interests is to ensure that the open space requirements (under the Master Plan) and Knoll Road Greenway (per easement recorded in 2005 at Deed Book 2811, Page 29) for the overall development are maintained, as it is an important component of the green way trail system used by the public. The Master Plan that accompanied the original permit (i.e., CU-08-88) listed 28.16 acres of "Open Space/Natural Areas/Utility Easements," but showed conceptually where the open space was with circular tree graphics. The ±9.26-acre portion of the Mid-South property is depicted as undeveloped land with circular tree graphics (i.e., approx. 6.15 forested acres outside of the 3.1-acre right-of-way) on the 1988 Master Plan and is believed to have been included in the 1988 open space calculation.

Therefore, that 28.16 acres of open space must be accounted for elsewhere in the Southern Pines portion of the development if it is removed it from the approved Mid South 1988 Master Plan. The applicant provided evidence that the open space requirements will be maintained with the removal of Pinehurst's portion of the development (see Page 2 of Attachment 3). According to the applicant, there are ± 31.7 acres of open space currently provided (excluding the golf courses).

In Planning staff's research, it was found that the minimum 25-foot buffer along the perimeter of Mid-South Club—as was required by the Master Plan—has gaps in several sections of the development and were not included in the applicant's Existing Overall Master Plan – Existing Open Space map. Furthermore, some areas counted by the applicant as open space are easements, such as a 0.16-acre lot with a water line easement. The text of the 1988 Master Plan states, “All areas between the golf course corridors and the backs of residential lots or property buffer shall remain as Natural Area/Open Space... [and that t]he Open Space areas shall have walking/jogging trails developed within for use by all residents.” Neither of these requirements appear to have been fulfilled aside from the creation of the Knoll Road Greenway, which the applicant states in the current application, “will not be impacted.” Despite these areas of discrepancy, there are some areas of consistency between the 1988 Master Plan and the 2024 Existing Open Space map.

With regard to recorded plats for lots within the Mid-South Club, open space was rarely identified as shown on the 1988 Master Plan or the 2024 Existing Open Space map. Planning found that the nearly four decades of development of Mid-South Club has resulted in deviations from the 1988 Master Plan concept for open space, which were inadequately addressed during subsequent site plan and final plat reviews. Despite this oversight, the Applicant was able to identify existing open space areas that range from ± 0.07 to ± 4.99 acres in size totaling, according to their calculations, ± 31.7 acres. Therefore, removal of the ± 9.26 -acre land area does not appear to cause the site to be noncompliant with the standard for at least 28.16 gross acres of open space.

RESIDENTIAL DENSITY

The original development approval limited residential density to 1.85 dwelling units per acre. With the removal of the ± 9.26 acres of land, the total acreage of the development will become 550.67 acres. Currently, 526 dwelling units have been approved and platted, according to the applicant. So, the development density will increase from 0.94 dwelling units per acre to 0.96 dwelling units per acre. The development is capped at 647 dwelling units, so up to 121 additional dwelling units would be needed to reach the maximum density. Therefore, no issues related to residential density were identified.

GENERAL

The ± 9.26 acres of land in question was originally contemplated to be the primary entry to Mid-South Club from Midland Road, but Knoll Road has

become one of the main routes to the gatehouse on Palmer Drive. The portion of Palmer Drive that cuts through the ±9.26-acre portion does still receive traffic from Midland Road as well. Site visibility leaving the gatehouse has come up as an issue along with traffic concerns, but no analysis has been conducted to assess what impacts future development of the ±9.26 acres would have on traffic volume and patterns. No other discrepancies with standards in Z-15-87, CU-08-88, CU-07-88 or the UDO have been identified.

- B. The proposed special use shall conform to the character of the neighborhood in which it is located and not injure the use and enjoyment of property in the immediate vicinity for the purposes already permitted;*

The applicant's narrative states that, if removed, the property will follow Pinehurst's development standards. The surrounding neighborhoods—including Mid-South Golf Club, Midland Road, Birkdale Village (name as platted), Pinehurst National Golf Club, and Walker Station—have a mixture of development densities. Walker Station has the highest residential density while the other neighborhoods have roughly 20,000-square foot residential lots and golf courses interspersed with open space and natural areas. As previously stated, removal of the land from the 1988 Master Plan will not increase the residential density above the permitted maximum, but could impact open space and natural areas.

Removing the site from the development removes the natural area/open space entitlement standards that are tied to Mid-South Club in Southern Pines. As previously mentioned, Planning found that the nearly four decades of development of Mid-South Club has resulted in deviations from the 1988 Master Plan concept for open space, which were inadequately addressed during subsequent site plan and final plat reviews. Despite this oversight, the Applicant was able to identify existing open space totaling, according to their calculations, ±31.7 acres. Therefore, removal of the ±9.26-acre land area does not appear to cause the balance of the site that is located within Southern Pines' jurisdiction to be noncompliant with the standard for at least 28.16 acres of open space.

However, land that was not included in the 2024 Overall Master Plan – Existing Open Space map that has the potential to be developed should maintain the minimum 25-foot buffer along the perimeter of Mid-South Club, as is required by the 1988 Master Plan. Furthermore, future development should be held to the 1988 Master Plan requirement for walking/jogging trails throughout the open space.

As of the writing of this report, staff have not had sufficient time to read and review all 127 pages of materials submitted on April 3, 2024 (see Staff Report Section IV.E. for details). However, the Position Statement and Legal Summary (attached to this staff report as Attachment 6) states that the ±9.26-acre land was designated as “future development” on the 1988 Master Plan, but the 1988 Master Plan on record with the Southern Pine's Planning Department calls out

this land as “Main Entrance,” “60’ Landscapes Buffer,” and two “One Way 16’ Pavement.” The Legal Summary submitted also states that the applicant intends to develop seven residential lots on the ±9.26-acre land within Pinehurst’s jurisdiction, as is their property right. The summary speaks to a 2017 Interim Turnover Agreement, which was also submitted and can be found on the [Town’s website](#), in which the agent claims, “Residential lots on the Entrance Road were expressly addressed and acknowledged by the POA as representative of the owners.” The POA’s Bulletin appears to support this claim.

This context is relevant to the application in that it shows a tension between the applicant and landowners over conformity with the character of the neighborhood and perceived enjoyment of the property in the immediate vicinity. Planning is aware that the Knoll Road Greenway and Palmer Drive are spaces within the ±9.26-acre land that are used and enjoyed by those within the adjacent neighborhoods (both of which the narrative states will be retained and maintained), but is unaware how residents engage with the remaining portions of the ±9.26-acre land. Therefore, the proposed amendment seems to generally conform to the residential character of the neighborhood, but with concerns over impacts to open space and natural areas, which are a part of the neighborhood character, as well.

C. Adequate public facilities shall be provided as set forth herein;

The applicant has provided the following information regarding this item: “This special use permit will not impede access to the existing development and will continue to provide adequate access to accommodate emergency and waste removal vehicles. The roadway from Midland Road to Knoll Road will continue to be a private road which will continue to be maintained and ultimately owned by the Mid South Club Property Owner’s Association. The entrance on Midland Road will remain in its current form and will continue to be maintained by the Mid South Club Property Owner’s Association. Public water and sewer utilities will not be impacted...”

The Technical Review Committee stated that, if approved, any future development of the site that plans to connect to Southern Pines sewer and water lines would be treated as an “out-of-town” user; otherwise, water and sewer would be under Moore County jurisdiction. If approved and if Moore County requires the developer to connect to Southern Pines water and sewer lines, then the site may have to loop the water lines to Plantation Drive.

The applicant has also stated, “The portion of the Southern Pines Greenway Trail which exists in the subject property will not be impacted.” Planning staff have not identified any inadequate public facilities and concur with the applicant’s statement.

- D. The proposed use shall not impede the orderly Development and improvement of surrounding property for uses permitted within the zoning district or substantially diminish or impair the property values within the neighborhood;*

The application narrative states that future development “will comply with any applicable zoning and engineering regulations, standards, or requirements as described in the Pinehurst Development Ordinance.” No other analysis about impacts on adjacent property values have been conducted for the application. Planning staff have not readily identified any issues that would impede orderly development of surrounding properties, especially considering that the road (i.e., Palmer Drive) and greenway trail (Knoll Road Greenway) will remain pursuant to the applicant’s commitments in writing.

- E. The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, comfort or general welfare;*

The Applicant stated that a six-lot residential subdivision is proposed, but not yet approved by the Village of Pinehurst, on the ±9.26 acres. Any development on that portion of the property will be subject to Pinehurst’s development ordinance and codes.

- F. The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use.*

Regarding the proposed six-lot residential subdivision, see Planning staff comments for Criterion E, which also applies to this criterion. But, in terms of removal of the ±9.26 acres from the 1988 Master Plan, this criterion can be interpreted to mean public interest and welfare supporting the modified 1988 Master Plan must outweigh landowners or others’ individual concerns. Considering Planning staff’s research as described in this staff report, there appears to be an equal level of individuals’ concerns and the public’s interest to remove the ±9.26 acres from the 1988 Master Plan.

D. General Staff Comments

- As a part of the current Special Use Permit request, the applicant seeks to amend the 1988 Master Plan (map) to remove the acreage that lies within Pinehurst’s jurisdiction (see Attachment 3). If approved, that portion would no longer be considered a part of the Mid-South Club Master Plan (under Z-15-87, CU-07-88, and CU-08-88 development approvals). If denied, that portion would continue to be considered part of the Mid-South Club Master Plan and any future development of the subject property may leave the remainder of the development within Southern Pines’ jurisdiction noncompliant with the terms and conditions of the Development Approval. Enforcement procedures (described in the UDO) for subsequent development within the Town’s jurisdiction may apply. Whether the request

before the Town Council is approved or denied, the 9.26-acre portion of the property is within Pinehurst's jurisdiction, thus, control of future development for the 9.26-acre portion of the subject property lies with Pinehurst's zoning jurisdiction.

- Conditions of approval can be included for the portions of the current Mid-South Club within the Town of Southern Pines, or for off-site matters. However, all conditions must be proportional to the proposal and have a rational nexus to the criteria for approval of a Special Use Permit. Any conditions of approval must be agreed to, in writing, by the Applicant. Planning staff have recommended three conditions of approval (included in this report) and have shared them with the applicant and their authorized agents.
- Regarding open space, Planning found that the nearly four decades of development of Mid-South Club has resulted in deviations from the 1988 Master Plan (map and text) for open space (including the 25-foot perimeter buffer and walking trails between the residential neighborhood and the golf courses), which were inadequately addressed during subsequent site plan and final plat reviews. Despite this oversight, the Applicant was able to identify existing open space areas that range from ± 0.07 to ± 4.99 acres in size totaling, according to their calculations, ± 31.7 acres. Therefore, removal of the ± 9.26 -acre land area does not appear to cause the site to be noncompliant with the standard for at least 28.16 acres of open space.
- Regarding the Knoll Road Greenway, the applicant's narrative states that, "The portion of the Southern Pines Greenway Trail which exists in the subject property will not be impacted."
- A new authorized agent, Thomas Van Camp, Atty, was added to the application on April 3, 2024, and Mr. Van Camp submitted additional materials, including:
 1. A Position Statement and Legal Summary (see Attachment 6);
 2. [An image of the 1988 Master Plan](#);
 3. [Amendment and Restatement of the Declaration of Covenants and Restrictions for Pinehurst National East Development and Plantation Lot Owners' Association By-Laws](#);
 4. [Interim Turnover Agreement between Plantation Investors, LLC, Mid-South Property Owners' Association, and Mid Tal Golf, LLC](#);
 5. [Amendment to Interim Turnover Agreement](#); and
 6. The Mid-South Club Property Owners' Association Bulletin: Town of Southern Pines Special Use Permit #SU-01-24 – Amending Boundaries of the Mid-South Master Plan (see Attachment 7).

E. Outside Agency and Neighborhood Meeting Comments

A request for comments from agencies was emailed on February 12, 2024, to representatives of the Town of Southern Pines Engineering, Streets, Utilities, Fire and Recreation & Parks Departments as well as representatives of the North Carolina Department of Transportation, U.S. Fish and Wildlife Service and the Regional Land Use Advisory Commission (RLUAC). There was no comment from the Town's Utilities Superintendent and RLUAC.

Additionally, staff is unaware if the applicant conducted a voluntary neighborhood meeting to present the proposed amendments to the neighboring community and receive feedback. The Applicant mentioned in the preliminary forum that a meeting was held years prior to this application, in which the topic was discussed. On April 3, 2024, the authorized agent for the applicant, Thomas Van Camp, Atty, submitted additional application materials including a property owners association bulletin (no date) discussing the application as well as legal agreements between the applicant and the POA. These materials were submitted to the public record on file in the Planning Office and therefore made available on the town's website, but the applicant will need to introduce these materials as Exhibits during the public hearing.

F. Staff Recommendation

Planning staff recommend approval with the following conditions, if agreed to in writing by the applicant, per G.S. 160D-702(b):

- Open space for the overall remaining development within Southern Pines' jurisdiction shall not fall below the 28.16 acres, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88), the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988, and the 2024 Overall Master Plan – Existing Open Space map. Any future development application, including final plats, within the amended Mid-South Master Plan shall provide open space labels and calculations for town staff to check for compliance with the open space standards.
- Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall provide “a minimum 25’ buffer screen” along the perimeter of Mid-South Club, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.
- Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall consider “walking/jogging trails” for use by all residents, where appropriate, within identified open space on new, proposed development sites, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.

V. ATTACHMENTS

The following materials are provided as attachments to this staff memorandum:

1. Draft Findings of Fact
2. Special Use Permit Application, Narrative, and Justification
3. Applicant's Proposed Master Plan (Map) Amendment
4. CU-08-88 Approved Mid-South Master Plan
5. Knoll Road Greenway Easement

6. Authorized Agent's Legal Summary
7. Mid-South Club Property Owners Association Bulletin (no date)

As stated in Section IV.E. of this staff report, there was additional documentation submitted by the applicant's agent (123 pages) that have been uploaded to the [PENDING APPLICATIONS | Southern Pines, NC - Official Website](#), so as to reduce the size of the Town Council packages.

VI. TOWN COUNCIL ACTION

To either approve or deny a Special Use Permit application to amend an existing conditional use permit, the Town Council shall make findings of fact and conclusions to the applicable standards. Approval of the request will result in an amendment to the Mid-South Master Plan approved in 1988, in conjunction with CU-07-88 and CU-08-88 to remove from the plan a +/-9.26-acre portion that is located in Pinehurst's jurisdiction and includes the northern-most portion of Palmer Drive between Knoll Road and Midland Road. Pursuant to UDO §2.27.7, in approving any special use permit, the Town Council may impose such reasonable standards, conditions, or requirements as it may deem necessary to protect the public health, safety and welfare.

The Town Council shall first vote on whether the application is complete and whether the facts presented are relevant to the case. The Town Council shall then vote on whether the application complies with the criteria as set forth in §2.21.6(A-F) Criteria for a Special Use Permit. The Town Council may choose among the following motions or any alternative at their discretion.

I move to:

1. **Adopt Attachment 1 of the staff report as Findings of Fact regarding the proposed Special Use Permit SU-01-24; OR**
2. Adopt Attachment 1 of the staff report as Findings of Fact regarding the proposed Special Use Permit SU-01-23, with the following changes...

I move to:

1. Approve Special Use Permit SU-01-24; OR
2. **Approve Special Use Permit SU-01-24 with the following conditions:**
 - a. **Open space for the overall remaining development within Southern Pines' jurisdiction shall not fall below the 28.16 acres, as is required by the 1988 conditional use permit (i.e., CU-07-88 and CU-08-88), the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988, and the 2024 Overall Master Plan – Existing Open Space map. Any future development application, including final plats, within the amended Mid-South Master Plan shall provide open space labels and calculations for town staff to check for compliance with the open space standards.**
 - b. **Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall provide "a minimum 25' buffer screen" along**

the perimeter of Mid-South Club, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.

- c. Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall consider "walking/jogging trails" for use by all residents, where appropriate, within identified open space on new, proposed development sites, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.**

OR

- 3. Deny Special Use Permit SU-01-24.

ATTACHMENT 1

Case Number: SU-01-24

Draft Findings of Fact, Decision of The Council, and Order in the Matter of a Special Use Permit Amendment to the Mid-South Club Master Plan Boundaries

1. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the request for Special Use Permit approval has fully met the specified submittal requirements as required in the Town of Southern Pines UDO Appendices, the applicants have submitted adequate evidence addressing criteria for a Special Use Permit, and the evidence submitted was sworn testimony by qualified experts or provided through substantiated documentation.
2. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion A (i.e., the proposed special use shall comply with all regulations of the applicable zoning district and any applicable supplemental use regulations), in that the Applicant identified existing open space areas that range from ± 0.07 to ± 4.99 acres in size totaling ± 31.7 acres. Therefore, removal of the ± 9.26 -acre land does not appear to cause the site to be noncompliant with the standard for at least 28.16 acres of open space despite some discrepancies between the 1988 Master Plan and the 2024 Existing Open Spaces map regarding the 25-foot buffer, walking/jogging trails, open space in the rear of residential lots abutting golf course land, and proper platting of open space. No issues related to residential density or access were identified.
3. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion B (i.e., the proposed special use shall conform to the character of the neighborhood in which it is located and not injure the use and enjoyment of property in the immediate vicinity for the purposes already permitted), in that removing the site removes the natural area/open space entitlement standards that are tied to Mid-South Club in Southern Pines, but that the remaining development will meet the original conditional use permit requirement for at least 28.16 acres of open space.
4. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion C (i.e., adequate public facilities shall be provided as set forth herein), in that access to the existing development will continue to function and accommodate emergency and waste removal vehicles. The roadway from Midland Road to Knoll Road will continue to be a private road, which will continue to be maintained. The entrance on Midland Road will remain in its current form and will continue to be maintained. Any future development of the site that plans to connect to Southern Pines sewer and water lines would be treated as an “out-of-town” user; otherwise, water and sewer would be under Moore County jurisdiction. If approved and if Moore County requires the developer to connect to Southern Pines water and sewer lines, then the site may have to loop the water lines to Plantation Drive. The applicant also stated, “The portion of the Southern Pines Greenway Trail which exists in the subject property will not be impacted.” Planning staff have not identified any inadequate public facilities and concur with the applicant’s statement.

5. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion D (i.e., the proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district or substantially diminish or impair the property values within the neighborhood), in that no evidence about impacts on adjacent property values nor orderly development were submitted into the record. Therefore, the Town Council has not identified any issues that would impede orderly development of surrounding properties, especially considering that the road and greenway trail will remain.
6. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion E (i.e., the establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, comfort or general welfare), in that any development on that portion of the property will be subject to Pinehurst's development ordinance and codes. Palmer Drive and the Knoll Road Greenway trail will be retained and the remaining portion of Mid-South Club will have at least 28.16 acres of open space.
7. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion F (i.e., the public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use), in that no individual testimony was identified to outweigh public interest and welfare for removing the ±9.26-acre land from the 1988 Master Plan.



Special Use Permit Application

Fee: \$ _____ Date Paid: _____ Case No.: SU- _____

Project Information:

Street Address: 1 Palmer Dr. Southern Pines, NC 28387

PIN: 857200264820 Parcel ID: 00041026701

Site Size: ±9.15 ac Zoning: RS-2CD

Applicant:

Name(s): PILLCSUB, Ilc c/o Bob Levy

Email: blevy@talamorefamily.com Phone: 215-370-9221

Mailing Address: 3 Palmer Drive, Southern Pines, NC 28387

Authorized Agent, if different from Applicant:

Name(s): Koontz Jones Design - C/O Paul Saathoff

Email: psaathoff@koontzjones.com Phone: 910-684-8487

Mailing Address: 140 Applecross Rd, Suite B, Pinehurst, NC 28374

Legal Property Owner(s), if different from Applicant:

Name(s): _____

Email: _____ Phone: _____

Mailing Address: _____

TO THE TOWN OF SOUTHERN PINES PLANNING BOARD AND TOWN COUNCIL:

I, the undersigned, do hereby make application to and petition the Planning Board and Town Council to grant a Special Use Permit as required by the Town of Southern Pines Zoning Ordinance. The following information is submitted in support of this application:

The property which is the subject of this application is located on the south side of Midland Rd. (St./Ave.), between Morganton Rd (St./Ave.) and Midland Rd (St./Ave.). The property has a frontage of 400 feet and a depth of 7000 feet.

The special use sought is based upon Section(s) 2.21 of the **Town of Southern Pines Unified Development Ordinance**. The proposed use of the property is as follows:

Removal of subject property from the Mid South RS-2CD area

Date: 2/5/24


Applicant

PLANNING DEPARTMENT
TOWN OF SOUTHERN PINES
plan@southernpines.net (910) 692-4003 www.southernpines.net

APPOINTMENT OF AGENT

The undersigned owner(s), ^{PILLCSUB,}~~Plantation Investors~~ LLC - C/O Bob Levy, hereby appoint(s) Koontz Jones Design as the exclusive agent for the purpose of making an application to the Town of Southern Pines for a Special Use Permit on the property described in the attached application. The owner(s) hereby agree that this agent has the authority to act for and on behalf of the owner(s) as follows:

1. to submit an application and required supplemental materials;
2. to appear at public meetings and give representation and comments on behalf of the owner(s);
3. to accept conditions or recommendations made by the Town of Southern Pines Planning Board and Town Council for the issuance of a Special Use Permit on the subject property; and
4. to act on behalf of the owner(s) without limitations with regard to any and all things directly or indirectly connected with or arising out of any application for a Special Use Permit under the Southern Pines Unified Development Ordinance.

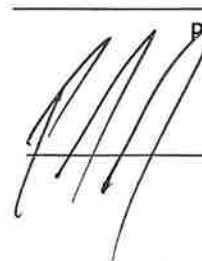
This Appointment of Agent shall remain in effect until final resolution of the attached application.

Signed this 5 day of Feb, 2024



Property Owner

Property Owner



Agent

APPOINTMENT OF AGENT

The undersigned owner(s), PILCC Sub LLC, hereby appoint(s) Tom Van Camp as the exclusive agent for the purpose of making an application to the Town of Southern Pines for a Special Use Permit on the property described in the attached application. The owner(s) hereby agree that this agent has the authority to act for and on behalf of the owner(s) as follows:

1. to submit an application and required supplemental materials;
2. to appear at public meetings and give representation and comments on behalf of the owner(s);
3. to accept conditions or recommendations made by the Town of Southern Pines Planning Board and Town Council for the issuance of a Special Use Permit on the subject property; and
4. to act on behalf of the owner(s) without limitations with regard to any and all things directly or indirectly connected with or arising out of any application for a Special Use Permit under the Southern Pines Unified Development Ordinance.

This Appointment of Agent shall remain in effect until final resolution of the attached application.

Signed this 3 day of April, 2024.

PILCC Sub LLC, Mbr Mgr.

Ant J. A.
Property Owner

Property Owner

[Signature]
Agent

**MID SOUTH PROPERTY
SPECIAL USE PERMIT NARRATIVE**

The development of the property described as the Mid South Property in the submitted exhibits is an approved mixed-residential subdivision, rezoned in 1988, located on the south side of Midland Road between Midland Road and Morganton Road. The ±559.93-acre property is currently zoned RS-2 CD, which is primarily a single-family residential zoning district, but allows for multi-family with conditional approval. The current conditional use approval permits a total of 647 total dwelling units of mixed residential types. To date, 526 dwelling units have been approved/platted.

With this special use permit application, the applicant is seeking removal of a portion of Parcel ID 00041026701 from Southern Pines' Zoning jurisdiction. Currently, the entirety of this parcel is included as a part of the approved Mid South development, as previously described. The portion of the parcel located between Knoll Road and Midland Road is located in the Village of Pinehurst zoning jurisdiction. Removal of the area as requested would subject this area solely to Village of Pinehurst for any future development approvals.

The required minimum open space as set forth in the original approvals will be maintained and exceeded with the complete build-out, as shown in the exhibits that have been included with this application. The portion of the Southern Pines Greenway Trail which exists in the subject property will not be impacted.

The remainder of the development located within the Southern Pines zoning jurisdiction will continue to meet the approved development standards for the RS-2 CD district as well as and subject to the other Town of Southern Pines UDO requirements which have been applicable to the development, including following any prior vested rights determination by the Town that is applicable to the development. The roadway from Midland Road to Knoll Road will continue to be a private road which will continue to be maintained and ultimately owned by the Mid South Club Property Owner's Association. The entrance on Midland Road will remain in its current form and will continue to be maintained by the Mid South Club Property Owner's Association.



EXHIBIT A

Mid South Property Special Use Permit Justification

Below are listed the six (6) criteria required to approve a Special Use Permit application as described in Section 2.21.7 of the Town of Southern Pines UDO. Following the individual criteria is an explanation, indicated in red, describing how the project demonstrates compliance with each of these criteria.

A Conditional Use is permitted only if the Applicant demonstrates that:

- (A) The proposed special use shall comply with all regulations of the applicable zoning district and any applicable supplemental use regulations;

The remainder of the development will continue to comply with all regulations of the RS-2 CD zoning district, as well as and subject to the other Town of Southern Pines UDO requirements which have been applicable to the development, including following any prior vested rights determination by the Town that is applicable to the development. Property located in the Village of Pinehurst zoning jurisdiction will meet any applicable zoning regulations and standards as described in the Village of Pinehurst Development Ordinance.

- (B) The proposed special use shall conform to the character of the neighborhood in which it is located and not injure the use and enjoyment of property in the immediate vicinity for the purposes already permitted;

The special use will meet the standards of the applicable Village of Pinehurst zoning district standards and will not impact the existing residential development.

- (C) Adequate public facilities shall be provided as set forth herein;

This special use permit will not impede access to the existing development and will continue to provide adequate access to accommodate emergency and waste removal vehicles. The roadway from Midland Road to Knoll Road will continue to be a private road which will continue to be maintained and ultimately owned by the Mid South Club Property Owner's Association. The entrance on Midland Road will remain in its current form and will continue to be maintained by the Mid South Club Property Owner's Association. Public water and sewer utilities will not be impacted by this special use permit and are readily available for existing and future development.

- (D) The proposed use shall not impede the orderly Development and improvement of surrounding property for uses permitted within the zoning district or substantially diminish or impair the property values within the neighborhood;

This project will not impede the development of surrounding properties and will comply with any applicable zoning and engineering regulations, standards, or requirements as described in the Pinehurst Development Ordinance.

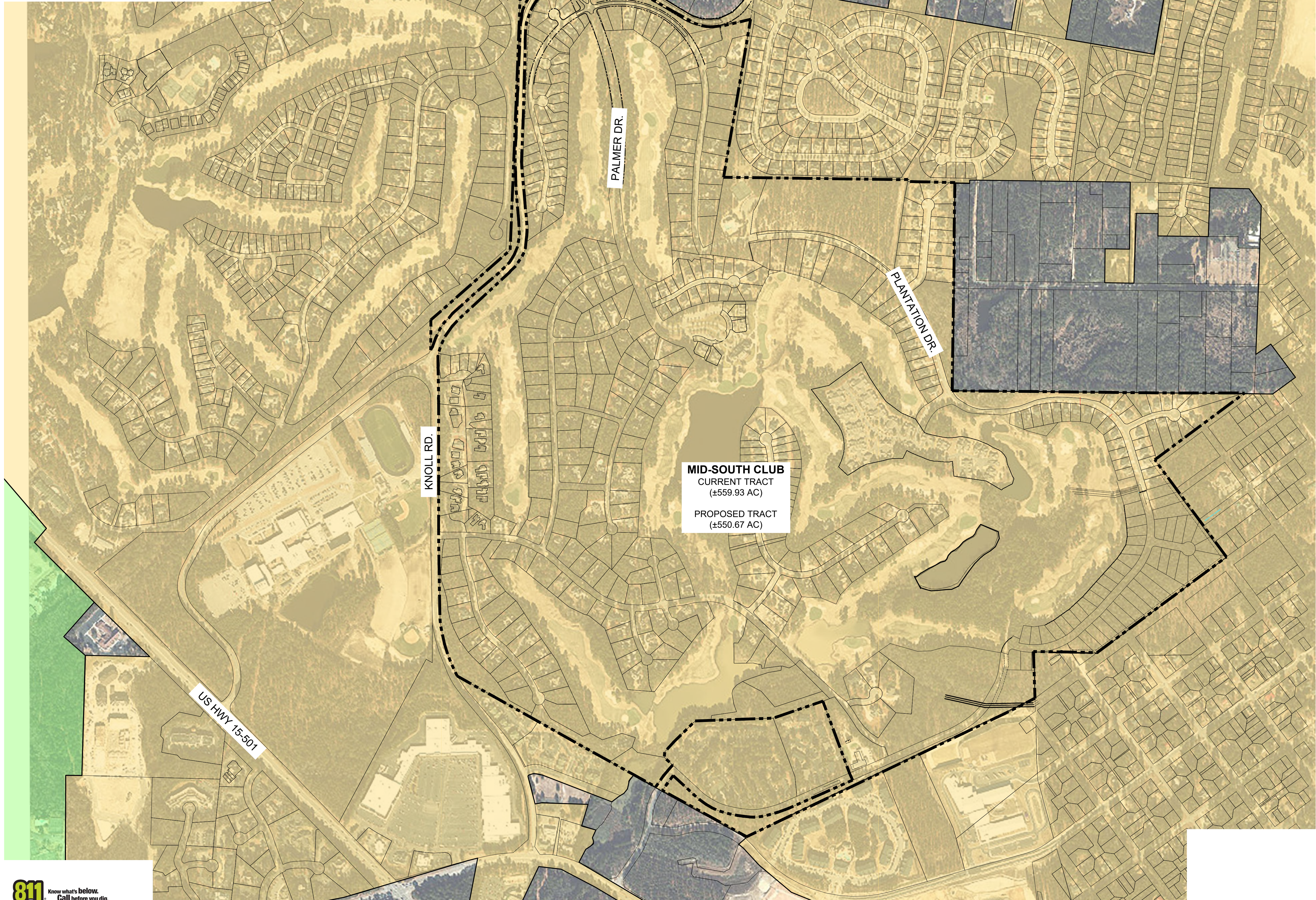
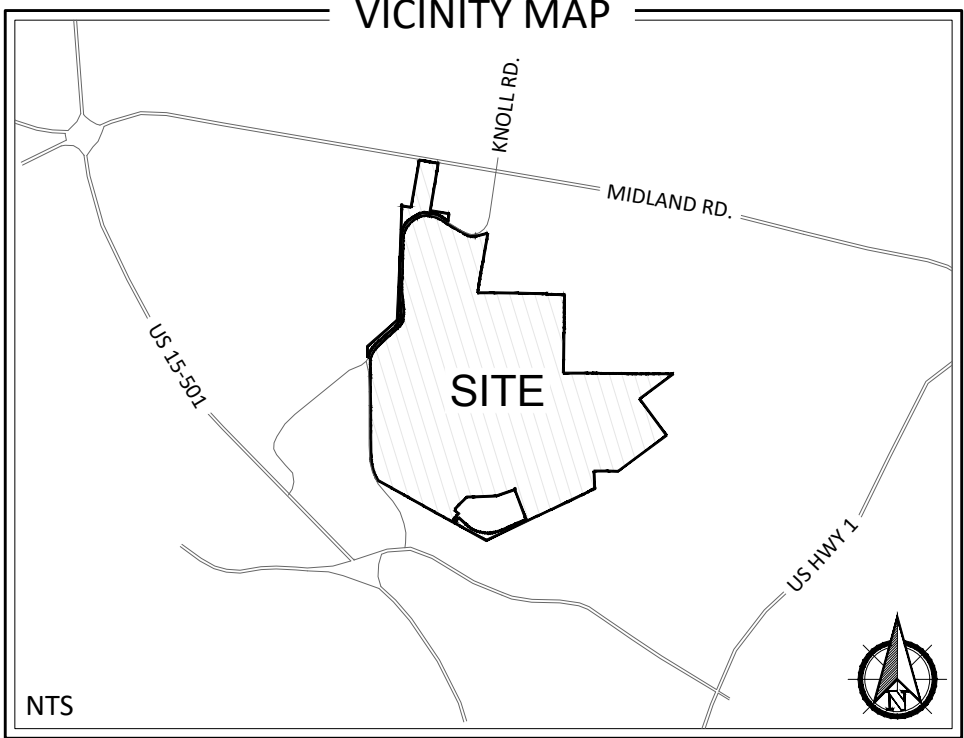
- (E) The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, comfort or general welfare; and

Property located in the Village of Pinehurst zoning jurisdiction will meet any applicable zoning and engineering regulations, standards, or requirements as described in the Pinehurst Development Ordinance. The remainder of the development located in the Town of Southern Pines will continue to meet the approved development standards for the RS-2 CD district as well as and subject to the other Town of Southern Pines UDO requirements which have been applicable to the development, including following any prior vested rights determination by the Town that is applicable to the development.

EXHIBIT A

- (F) The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use.

With this special use permit application, the applicant is seeking removal of a portion of Parcel ID 00041026701 from Southern Pines' Zoning jurisdiction. The area located within the Village of Pinehurst's zoning jurisdiction will meet any applicable zoning regulations and standards as described in the Pinehurst Development Ordinance. Future development within the Mid-South development located within the Southern Pines zoning jurisdiction will continue to follow the approved development standards for the RS-2 CD district as well as and subject to the other Town of Southern Pines UDO requirements which have been applicable to the development, including following any prior vested rights determination by the Town that is applicable to the development.



PROPERTY INFORMATION

PROPERTY OWNER(S):
PLANTATION INVESTORS, LLC
P.O. BOX 8000
PINEHURST, NC 28374-8000

(PORTION OF)
PARCEL ID: 0041026701 PIN: 857200264820
DB: 2069 PG: 533

APPLICANT:
PLANTATION INVESTORS, LLC
P.O. BOX 8000
PINEHURST, NC 28374-8000

EXISTING
TOTAL ACREAGE (MID SOUTH): ±559.93 AC

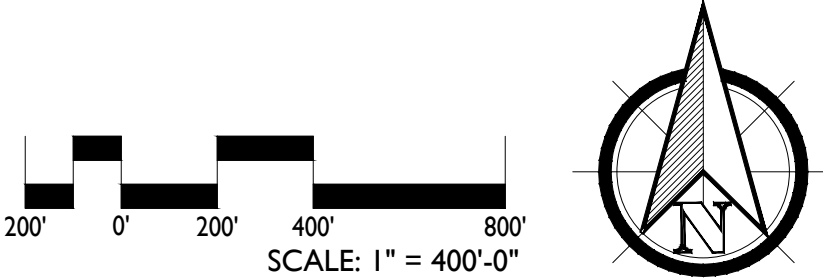
PROPERTY ACREAGE (TO BE EXCLUDED): ±9.26 AC

PROPOSED
TOTAL ACREAGE (MID SOUTH): ±550.67 AC

* OPEN SPACE FOR THE REVISE ACREAGE FOR MID SOUTH
PROPERTY WILL MEET AND/OR EXCEED THE REQUIRED OPEN
SPACE (±28.16 AC) AT FULL-BUILD OUT PER THE ORIGINAL
APPROVED SITE PLAN

LEGEND

- PROPERTY BOUNDARY
- TOWN OF SOUTHERN PINES
TOWN / ZONING JURISDICTION
- VILLAGE OF PINEHURST
VILLAGE / ZONING JURISDICTION



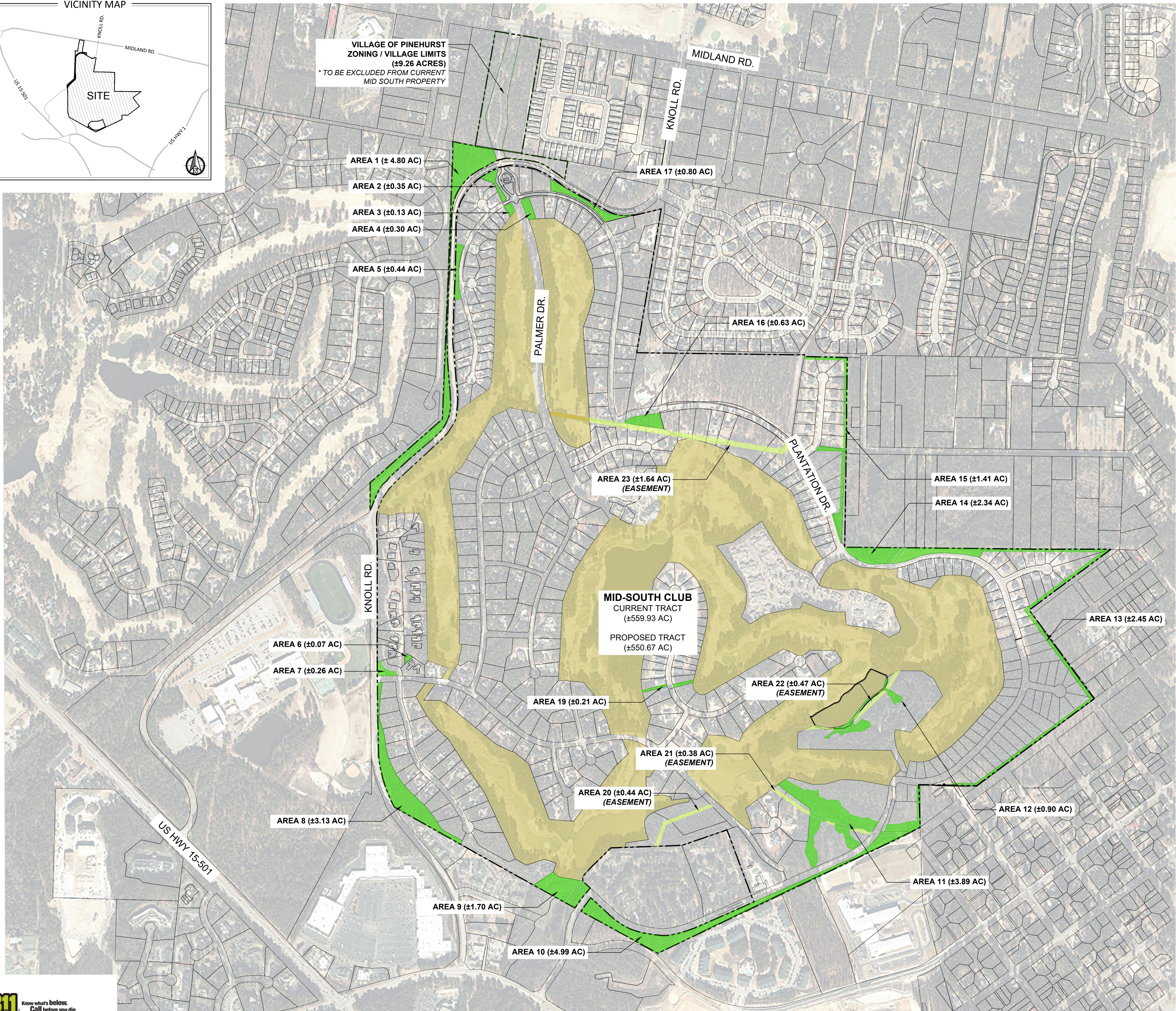
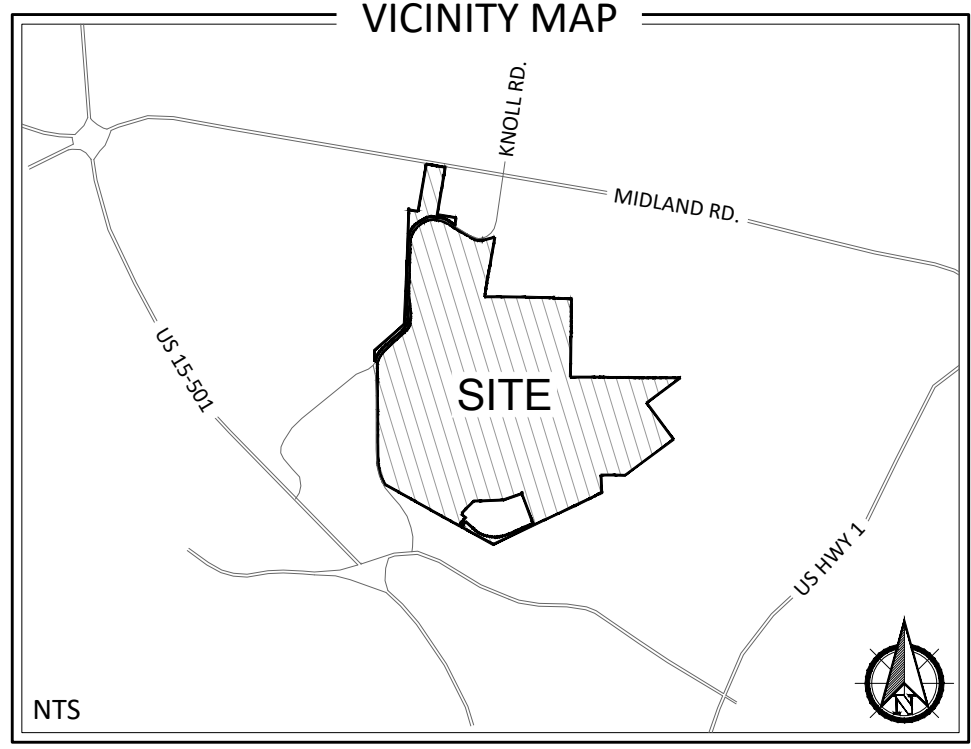
PRELIMINARY PLANS - NOT RELEASED FOR CONSTRUCTION (FOR REVIEW ONLY)

MID-SOUTH CLUB
SPECIAL USE PERMIT
SOUTHERN PINES, NORTH CAROLINA
OVERALL MASTER PLAN - ZONING LIMITS / JURISDICTION

DATE: 02-05-2024
DESIGNED BY: REK
DRAWN BY: PJS
CHECKED BY: REK
SCALE: 1" = 400'-0"
PROJECT #: KJD2017
SHEET NUMBER:
L-1.0

KOONTZJONESDesign
LAND PLANNING | LANDSCAPE ARCHITECTURE

150 S PAGE STREET
SOUTHERN PINES, NC 28387
P: (910) 684-9467
W: www.koontzjonesdesign.com



PROPERTY INFORMATION

PROPERTY OWNER(S):
PLANTATION INVESTORS, LLC
P.O. BOX 8000
PINEHURST, NC 28374-8000

(PORTION OF)
PARCEL ID: 0041026701 PIN: 857200264820
DB: 2069 PG: 533

APPLICANT:
PLANTATION INVESTORS, LLC
P.O. BOX 8000
PINEHURST, NC 28374-8000

EXISTING
TOTAL ACREAGE (MID SOUTH): ±559.93 AC

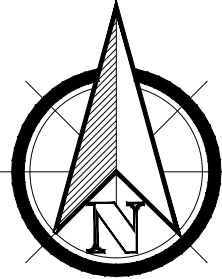
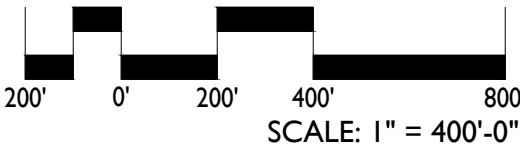
PROPERTY ACREAGE (TO BE EXCLUDED): ±9.26 AC

PROPOSED
TOTAL ACREAGE (MID SOUTH): ±550.67 AC

* OPEN SPACE FOR THE REVISED ACREAGE FOR MID SOUTH
PROPERTY WILL MEET AND/OR EXCEED THE REQUIRED OPEN
SPACE (±28.16 AC) AT FULL-BUILD OUT PER THE ORIGINAL
APPROVED SITE PLAN

LEGEND

- PROPERTY BOUNDARY
- EXISTING OPEN SPACE (ORIGINAL APPROVAL) (±28.80 AC)
- EXISTING OPEN SPACE (EASEMENTS) (±2.93 AC)
- TOTAL OPEN SPACE (PROVIDED) (±31.73)
- EXISTING GOLF COURSE (±194.5 AC)



PRELIMINARY PLANS - NOT RELEASED FOR CONSTRUCTION (FOR REVIEW ONLY)

KOONTZJONESDesign
LAND PLANNING | LANDSCAPE ARCHITECTURE

150 S PAGE STREET
SOUTHERN PINES, NC 28387
P: (910) 684-9467
W: www.koontzjonesdesign.com

MID-SOUTH CLUB
SPECIAL USE PERMIT
SOUTHERN PINES, NORTH CAROLINA
OVERALL MASTER PLAN - EXISTING OPEN SPACE

DATE: 02-05-2024
DESIGNED BY: PJS
DRAWN BY: PJS
CHECKED BY: PJS
SCALE: 1" = 400'-0"
PROJECT #: KID22017
SHEET NUMBER:
L-2.0



DEVELOPMENT DATA

GOLF COURSE	± 178.60 ac
LAKE	± 25.50 ac
FUTURE GOLF CLUB AND RESIDENTIAL	± 331.48 ac
TOTAL	± 535.58 ac

PRESENT ZONING AND OWNERSHIP

The site is presently zoned in the Town of Southern Pines under the classification of Residential Single Family (RS2-CD). The property is currently owned by Voit Gilmore/Storey Corporation with the ownership transferring to L.F. Rossignol Development Corporation prior to construction.

All golf course development shall conform to the requirements of Section 6-4.10 Golf Courses, and for Country Clubs of the Southern Pines Zoning Ordinance.

LANDSCAPING & BUFFERING

Every effort will be made to preserve as many trees as possible. Special measures such as tree wells, retaining walls, drain fields, etc. should be employed where grade changes are required close to existing trees.

A minimum 25' buffer screen will be established around the perimeter of the site. All existing plant material shall remain in buffer. In addition, the area between the cleared golf corridor and the back of residential lot lines shall remain as a natural buffer. In areas where plant material is removed due to necessity or no plant material exists, supplemental landscaping may be installed to enhance and/or create the buffer screening.

All landscaping requirements shall conform to or exceed the Southern Pines Zoning Ordinance.

In addition, the landscaping is intended to promote compatible and continuous landscape treatment and buffering throughout the site. More specifically, the standards are intended to provide for a neat and well maintained appearance throughout the golf course.

PROPOSED PHASING

Construction of the golf course will begin immediately upon Conditional Use Permit approval and all related state agency approvals. Opening of the Golf Course is proposed for October 1, 1989.

G Golf Cart Crossing (5 TOTAL)

H Halfway House (Located between nos. 5 & 6 and nos. 15 & 16)

For further information on golf course layout see centerline staking plan by Palmer Course Design Group dated 5/23/88.

SITE PLAN [GOLF COURSE]

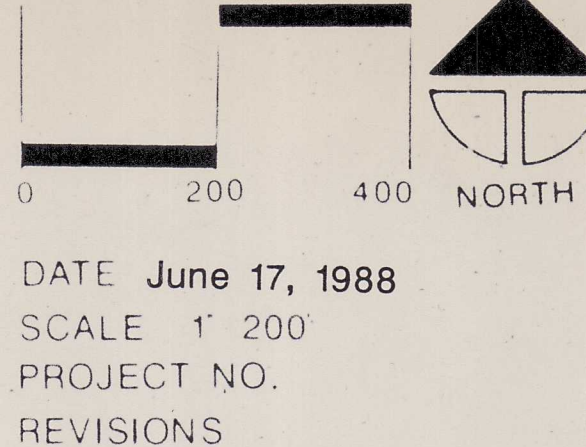
VOIT GILMORE TRACT

Southern Pines/Pinehurst, North Carolina

L.F. Rossignol Development Corporation
of North Carolina
Raleigh, North Carolina

Edward D. Stone, Jr. and Associates
Landscape Architects and Planners
Wilmington, North Carolina

Palmer Course Design Company
Golf Course Architects
Ponte Vedra Beach, Florida



DATE June 17, 1988
SCALE 1" = 200'
PROJECT NO.
REVISIONS

DEVELOPMENT DATA

SINGLE FAMILY		± 208.70 ac
Golf Lots	188	
Lake Lots	13	
Wooded Lots	<u>183</u>	
	384	
COTTAGES		± 22.08 ac
Golf Lots	59	
Lake Lots	20	
Wooded Lots	<u>40</u>	
	119	
MULTI-FAMILY	<u>144</u>	± 15.84 ac
TOTAL UNITS	647	
CLUBHOUSE & RECREATION AMENITY COMPLEX		± 8.20 ac
GOLF COURSE		± 178.60 ac
GOLF MAINTENANCE LAKES		± 2.00 ac
OPEN SPACE/NATURAL AREAS/UTILITY EASEMENTS		± 25.50 ac
ROAD R.O.W.	80'	± 28.16 ac
	50'	± 5.40 ac
	40'	± 19.20 ac
		<u>± 21.90 ac</u>
TOTAL		± 535.58 ac

PARKING

All parking for residential development shall be provided in accordance with Section 6-4.4 Planned Residential Developments and Sections 8 and 9 of the Southern Pines Zoning Ordinance.

All parking for the Clubhouse and Recreation Amenity Complex shall be provided in accordance with Section 6-4.10 Golf Courses, and for Country Clubs and Sections 8 and 9 of the Southern Pines Zoning Ordinance.

LANDSCAPING & BUFFERING

Every effort will be made to preserve as many trees as possible. Special measures such as tree wells, retaining walls, drain fields, etc. should be employed where grade changes are required close to existing trees.

A minimum 25' buffer screen will be established around the perimeter of the site. All existing plant material shall remain in buffer. In areas where plant material is removed due to necessity or no plant material exists, additional landscaping will be installed to enhance and/or create the buffer screening.

All landscaping requirements shall conform to or exceed the Southern Pines Zoning Ordinance.

In addition, the landscaping is intended to promote compatible and continuous landscape treatment and buffering throughout the site. More specifically, the standards are intended to provide for a neat and well maintained appearance in areas not covered by buildings or parking, and minimize the adverse visual and environmental impact of large paved areas.

PROPOSED PHASING

Opening of Golf Course, Clubhouse and Recreation Amenity Complex is proposed for October, 1989.

CU-08-64

(supersedes the plan dated July 12, 1988 through dated earlier)



VOIT GILMORE TRACT

Southern Pines, North Carolina
July, 1988

MASTER PLAN DESIGN TEAM

Palmer Course Design Company
Golf Course Architects
Ponte Vedra Beach, Florida

Edward D. Stone, Jr. and Associates
Planners and Landscape Architects
Wilmington, North Carolina

DEVELOPED BY:
L.F. Rossignol Development
Corporation of North Carolina
Raleigh, North Carolina

VOIT GILMORE TRACT

SINGLE FAMILY RESIDENTIAL (6.4-4)

Zoning and Ownership

The site is presently zoned in the Town of Southern Pines under the classification of Residential Single Family (RS2-CD). The property is currently owned by Voit Gilmore/Storey Corporation with the ownership being transferred to L.F. Rossignol Development Corporation prior to construction. The development will be private and, as such, will be maintained by a Homeowner's Association.

Planning Objectives

The Voit Gilmore Tract is to be a private residential development constructed around an eighteen hole golf course. The single family phase of the development will be complemented in future submissions with cottage lot and multi-family development. The single family area and roadway system are to be developed with minimal disturbance to the existing pine forest and topography. A feeling of natural openness is to be created throughout the development. An overall theme of old country charm will be promoted throughout the development in the architecture, fencing and landscape treatment. The single family lots have been designed to take advantage of the best views of golf and water amenities.

Development Schedule

Construction of the single family residential and roadway system is expected to begin immediately upon Conditional Use Permit approval and all related state agency approvals. Construction and completion of the extension of Knoll Road will occur simultaneously. Clearing and grading of the entrance drive from Midland Road to Knoll Road is scheduled to begin in mid September, 1988 and be completed by December 1, 1988. Construction of Knoll Road to the main entrance corridor is scheduled to take place from the first of October to mid December, 1988. The main entrance corridor shall be under construction from November 1, 1988 to April 1, 1989. Construction of the single family residential circulation is scheduled to begin mid November, 1988 with utility installation occurring in mid December and paving in March, 1989. Landscaping would begin as soon as the paving is completed. The main entrance corridor, Knoll Road Extension and loop road system are proposed to be open for traffic by October 1, 1989. In addition, the first lots within the single family residential would be available for sale at the same time.

Development Data

The single family residential development comprises approximately 60% of the total residential density. Developed on ± 208.70 acres and with a density of 1.85 du/ac, 383 lots are proposed with 187 on golf fairways, 11 on water and the remaining 185 in wooded areas. Two minimum sizes of lots are proposed: 110' x 180' lots along the golf fairways and 120' x 160' lots away from the fairways. Approximately 178.6 acres of golf will be developed throughout the single family residential with an additional ± 25.5 acres of lakes and ± 28.20 acres of natural area/open space between the golf and residential lots. Approximately 43.20 acres of road R.O.W. is laid out through the single family area.

Buildings, Structures and Improvements

All single family dwelling units will be submitted for site plan review prior to obtaining building permits at the time of construction. The density for the single family development is 1.85 d.u./acre.

Natural Areas and Open Space

The golf course, which meanders through the single family residential, is comprised of ± 178.60 acres, of which ± 45.1 acres will not be cleared and will remain in a natural state. An existing ± 8 -acre lake is the central focus of the site; however, an additional ± 15 acres of lakes are to be created. All areas between the golf course corridors and the backs of residential lots or property buffer shall remain as Natural Area/Open Space. Comprised of approximately 28.20 acres, the Open Space areas shall have walking/jogging trails developed within for use by all residents.

Traffic/Circulation

The extension of Knoll Road has been proposed abutting the north and west sides of the Voit Gilmore Tract. The funding and construction of the Knoll Road Extension will be completed as a part of the development of the Voit Gilmore Tract. The main project entrance is located off Midland Road; however, a secondary entrance has been located at the southwest corner of the project on Pinecrest School Road. Both entrances are to be gated with a manned guardhouse at the main entrance. All construction and service traffic will enter/exit from this secondary access which connects to Morganton Road. Service traffic to the golf maintenance area will use Windsong Drive which will be abandoned beyond Tanglewood Apartments. The only proposed crossover on Midland Road would be at the Knoll Road intersection. No crossover at Dr. Neil Road across from the main entrance is proposed or advocated. Any traffic leaving the Voit Gilmore Tract via the

main entrance will be required to turn right (east) on Midland Road. In addition, north bound traffic on the Knoll Road extension will not be allowed to turn left at the main entrance, but will continue on Knoll Road to Midland Road. All streets within the development will be private and, as such, will be maintained by a Homeowner's Association. Each single family lot will be served by a private driveway.

Landscaping and Buffering

Every effort will be made to preserve as many trees as possible. Special measures such as tree wells, retaining walls, etc. shall be employed where grade changes are required close to existing trees.

A minimum 25' buffer screen will be established around the perimeter of the site. All existing plant material shall remain in buffer. In addition, the area between the cleared golf corridor and the back of residential lot lines shall remain as a natural buffer. In areas where plant material is removed due to necessity or no plant material exists, supplemental landscaping may be installed to enhance and/or create the buffer screening. Buffer plant material will be predominantly evergreen used in conjunction with native flowering trees and shrubs.

Brick/wrought iron/wood, and chainlink fencing shall be installed around the perimeter of the site. Project entrances shall be buffered with walls. The walls are to be of a stone/brick construction with a height of five to eight feet. Fencing is intended to be a compatible buffering treatment with the project entrance walls and landscaping. The height of fence will be a minimum of five feet. The main entrance corridor from Midland Road to the Clubhouse area is to be heavily landscaped with native flowering/ornamental plant material. The corridor is a boulevard with a landscaped median.

All landscaping requirements shall conform to or exceed the Southern Pines Zoning Ordinance, Section 11 - Landscaping and Buffer Requirements.

In addition, the landscaping is intended to promote compatible and continuous landscape treatment and buffering throughout the site. More specifically, the standards are intended to provide for a neat and well maintained appearance throughout the single family area, as it blends in with the golf course, the surrounding courses of Pinehurst National and Starland Farms, and the adjacent residential development to the north along Midland Road.

FOR REGISTRATION REGISTER OF DEEDS
JUDY D. MARTIN
MOORE COUNTY, NC
2005 MAY 27 02:51:36 PM
BK: 2811 PG: 29-34 FEE: \$26.00
INSTRUMENT # 2005010339

Instrument Prepared By: John M. May, Attorney, Robbins May & Rich, L.L.P.

Mail After Recording To: Robbins May & Rich, L.L.P.

STATE OF NORTH CAROLINA

COUNTY OF MOORE

**DEED OF EASEMENT
WITH GENERAL
WARRANTY FOR
GREENWAY PURPOSES**

✓ MAY: 26.00 Rec. THIS DEED OF EASEMENT is made and executed this 19 day of MAY, 2005, by Plantation Investors, LLC, hereinafter referred to as the "Grantor", to the Village of Pinehurst, hereinafter referred to as the "Grantee".

WITNESSETH:

The designation "Grantor" and "Grantee" as used herein shall include the singular and plural, as required, and the masculine, feminine and neuter gender as appropriate.

WHEREAS, the Grantor is the Owner of a tract of land in Southern Pines, hereinafter described ("the Property") and has agreed to convey to the Grantee, according to the terms set forth below, the easement hereinafter described; and

WHEREAS, Grantee has established and presently manages a Greenway System ("Greenway System"), which encompasses the acquisition and use of Greenways along natural and scenic areas of Grantee; and

WHEREAS, the Grantor is willing to grant a Greenway Easement over the Property, thereby restricting and limiting the use of the land located within the Easement, on the terms and conditions and for the purposes hereinafter set forth, and Grantee is willing to accept such Easement; and

NOW, THEREFORE, and in further consideration of the mutual covenants, terms, conditions, and restrictions hereinafter set forth, the Grantor hereby grants and conveys to Grantee and its successors in

perpetuity an interest and Greenway Easement of the nature and to the extent hereinafter set forth, in and over the lands of the Grantor described on Schedule "A" attached hereto and herein incorporated by reference.

The terms, conditions, and restrictions of this Greenway Easement are as follows:

ARTICLE I. PURPOSE AND USES

1. Grantee shall incorporate the Easement described herein as a component of the Greenway System. Members of the general public shall have free access to, and use of, the Greenway Easement, subject to the laws and ordinances of Grantee and for the purposes allowed under the official Greenway Program of Grantee, including walking, educational tours, scientific study of the property and the natural ecosystem; hiking, bike riding, jogging and picnicking; provided, there shall be no access by Grantee or the public at large granted by this easement to any property of the Grantor other than that described and conveyed herein. Golf carts are a prohibited use on the Greenway System. Such use of the Easement shall be in accord with the Greenway Plan.
2. Grantee may construct paved or unpaved Greenway Trails within the Easement, and facilities incidental to, and for the convenience of, users of the Greenway Trail such as observation platforms, boardwalks, litter receptacles, benches and related convenience facilities.
3. Grantee shall have the right and duty to maintain the Easement in a clean, natural and undisturbed state.
4. The Grantor shall remain the fee owner of the Property for purposes of applicable land use regulations, the payment of taxes on the property, and other applicable laws and ordinances.

ARTICLE II. PROHIBITED AND RESTRICTED ACTIVITIES

1. No building, sign, fence or other structure shall be erected within the easement; provided, trail markers, litter receptacles, gates, trail bridges, shelters, and other convenience facilities may be placed upon the Property by Grantee, consistent with the Greenway Plan.
2. There shall be no dumping of ashes, garbage, waste, or other unsightly or offensive material on the Easement.
3. Grantee agrees to hold the Grantor harmless from liability for personal injury or property damage arising out of the use of the Property.

ARTICLE III. ENFORCEMENT AND REMEDIES

1. Grantee shall have the authority and responsibility for enforcement of the terms of this Easement.
2. Upon breach of any of the terms and conditions of this Easement by either party, the Grantor, Grantee, or anyone acting for or under authority of the Grantor or Grantee, shall notify the other party in writing of such breach. The party shall have 30 days after receipt of such notice to correct any conditions constituting such breach. If the breach remains uncorrected after 30 days, Grantor or Grantee may enforce this Greenway Easement by any appropriate legal proceedings, including actions for damages, injunctive, and other relief.

ARTICLE IV. MISCELLANEOUS

1. The Grantor expressly reserves the right to continue the use of the Property for all purposes not inconsistent with this Greenway Easement.
2. The Grantor agrees that the terms, conditions and restrictions of this Greenway Easement will be inserted by Grantor in any subsequent deed or other legal instrument by which Grantor divests himself/itself of either the fee simple title to, or possessory interest in, the Property.
3. In the event the Grantee, or its successors and assigns, should at any time in the future terminate its use of this Easement for the Greenway System purposes, then at that time the title to said premises shall automatically by operation of law and without re-entry or suit be revested in the grantors herein, their heirs and assigns forever."

TO HAVE AND TO HOLD the said right, privilege and easement herein granted to Grantee, its successors and assigns forever. The covenants agreed to and the terms, conditions and restrictions imposed herein shall be binding upon the Grantor and Grantee and their agents, personal representatives, heirs, successors, and assigns, and all other successors to it in interest and shall continue as a servitude running in perpetuity with the above described land.

The Grantor hereby, for itself, their heirs, successors, and assigns hereby warrant and covenant that Grantor is the owner of the property described above; that Grantor has the right to grant this easement; that the same are free from encumbrances except as may be hereinafter stated; and will warrant and defend the title to the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has executed the foregoing by his hand and seal, and if corporate, by its duly authorized officer, the day and year first above written.

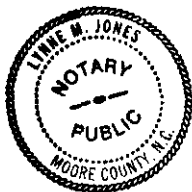
Grantor: Plantation Investors, LLC

By: [Signature] (SEAL)
Its: MANAGER

State of North Carolina
County of Moore

I, Lynne M. Jones, a Notary Public of the County and State aforesaid, certify that William R. Perry personally came before me this day and acknowledged that he is the MANAGER of Plantation Investors, LLC, a North Carolina or corporation/limited liability company/~~general partnership/limited partnership~~ (strike through the inapplicable), and that by authority duly given and as the act of such entity, he signed the foregoing instrument in its name on its behalf as its act and deed.

Witness my hand and Notarial stamp or seal, this 19 day of May, 2005.



[Signature]
Notary Public

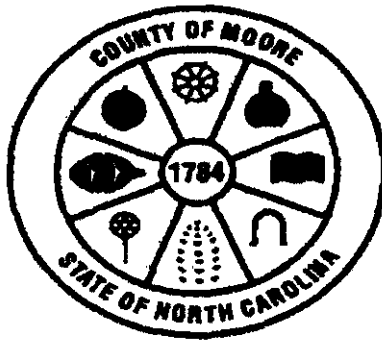
My commission expires: 10-19-07

The foregoing Certificate(s) of _____ s/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

Register of Deeds for _____ County
By _____ Deputy/Assistant Register of Deeds

Schedule A

That certain strip of land of varying widths, the maximum of which is six (6) feet, which runs along the southern and eastern boundary of the entrance lot into Mid South Development, which entrance lot is adjacent to and north of the northern right-of-way of Knoll Road at the entrance to Mid South Development, said easement running over the entrance lot in an easterly direction parallel to Knoll Road and then in a northerly direction to Midland Road.



JUDY D. MARTIN
REGISTER OF DEEDS, MOORE
JUDICIAL BUILDING
100 DOWD STREET
CARTHAGE, NC 28327

Filed For Registration: 05/27/2005 02:51:36 PM

Book: RE 2811 Page: 29-34

Document No.: 2005010339

EASE 6 PGS \$26.00

Recorder: REGINA GARNER

State of North Carolina, County of Moore

The foregoing certificate of LYNNE M JONES Notary is certified to be correct. This 27TH of May 2005

JUDY D. MARTIN , REGISTER OF DEEDS

By: Regina Garner
Deputy ~~Assistant~~ Register of Deeds

2005010339
2005010339

**Plantation Investors Limited Liability Company
Special Use Permit #SU-01-2024**

Position Statement and Legal Summary

I. Background

In 1998, Plantation Investors Limited Liability Company ("PILLC") presented a Master Plan to the Town of Southern Pines relating to the future development of the Mid-South Club. A true and accurate copy of the Master Plan is attached hereto as **Exhibit 1**. A portion of the land located within the Master Plan, identified as the "Entrance Road" is subject to the jurisdiction of the Village of Pinehurst, not the Town of Southern Pines. On November 2, 2023, PILLC sub became the Founder. The Founder is requesting that Town of Southern Pines remove from the Master Plan that portion of the property which falls within the Village of Pinehurst's jurisdiction. The property in question contains the Entrance Road and land on each side of the Entrance Road which has been designated as a "future development."

It is PILLC's intent to develop seven (7) residential lots adjacent to one side of the Entrance Road leading up to the main entrance to Mid-South Club located on Knoll Road. It should be noted that at the time that the Master Plan was approved by the Town of Southern Pines, the only ingress and egress for Mid-South Club was the Entrance Road leading directly from the Club to Midland Road. Since that time, Knoll Road has been constructed, which now abuts the main entrance at the gate house to the Mid -South Club. Knoll Road has access to Midland Road, Hwy 15-501, and Morganton Road.

On December 11, 2002, an Amendment and Restatement of the Declaration of Covenants and Restrictions related to the Master Plan was filed with the Register of Deeds in Moore County. A true and accurate copy of the Declaration of Covenants and Restrictions is attached hereto as **Exhibit 2**. Mid-South Club has joined and continued growth and currently has approximately 526 residential homes with a maximum approved lots of 647, a Property Owners Association and Property Owners Association Board, which represents its members.

II. The Interim Turnover Agreement

Pursuant to the terms of the Charter/Declaration of Covenants and Restrictions, the Founder, PILLC, maintains certain rights. On December 27, 2017, PILLC, the Mid-South Property Owners Association ("POA"), and Mid Tal Golf, LLC ("Mid Tal") entered into the Interim Turnover Agreement ("ITA") which included, as Exhibit A, a Term Sheet. A copy of the

ITA is attached hereto as **Exhibit 3**. The ITA was finalized in January of 2018. **Exhibit 4**. The purpose of the ITA was, in part, to memorialize the transfer of certain rights and responsibilities to the POA from the Founder. In the ITA, the POA, through its Board of Directors, represented and warranted that “it is the sole legal representative of the Owners as defined in the Charter and as such David Near in his capacity as acting President of the POA has the authority to bind the Owners the terms hereof.” The Term Sheet specifically provided that the Founder identify future developments in multiple areas within the Mid-South Community. Residential lots on the Entrance Road were expressly addressed and acknowledged by the POA as a representative of the owners.

In Section III-4 of the ITA, the parties acknowledged the Founder’s “unilateral option to expand community pursuant to Section 2.1 and 17.1 of the Community Charter.” In subsection B, conveyance of the Entrance Road from the Founder to the POA was contemplated but it specifically stated that the Founder “will install utilities and curb cuts incident to the residential lots to be developed on either side of the Entrance Road prior to the Entrance Road being turned to the Association for maintenance.” (Emphasis added) In Section III-F, “Future Developable Areas” were identified and included “either side of the Entrance Road that is shown on the Master Development Plan.” Subsection F references the “Association’s acknowledgment of potential development on the following noted areas and the agreement of the Association to cooperate with Founder and/or Golf Club in the subdivision approval process with Town of Southern Pines and/or Village of Pinehurst.” (Emphasis added) Pursuant to the clear terms of the ITA, the POA, including all owners, expressly agreed to cooperate with the Founder in the subdivisional approval process regarding the development of residential lots on the Entrance Road.

This cooperation is reflected in a recent Mid-South Club POA’s Bulletin which is attached hereto as **Exhibit 5**. In the Bulletin, the POA made the following statement about the Founder’s current application:

In previous Mid South Club POA Board filings and commentary to the TOSP Planning Board and Town Council, the Board agreed with the process to move this land from the TOSP jurisdiction to the Village of Pinehurst for future land use zoning.

Notwithstanding the fact that several owners at the Mid-South Club expressed concern over traffic and intersection of Knoll Road and the Entrance Road, the ITA requires that the POA and the owners to cooperate with the Founder in an effort to remove the subject property from the Master Plan so that it will fall within the jurisdiction of the Village of Pinehurst. This is a

contractual obligation on a part of the POA and the owners, and the subject was fully addressed in the 2017 ITA and the attached Term Sheet. Furthermore, PILLC's application to remove the Entrance Road area from the Master Plan is supported by Town of Southern Pines' staff.

III. Conclusion

In summary, both the POA and its members are contractually required to cooperate with the removal of the Entrance Road from the Master Plan and the resulting placement of the property within the jurisdiction of the Village of Pinehurst.

The Mid-South Club Property Owners Association Bulletin

Town of Southern Pines Special Use Permit #SU-01-2024 - Amending Boundaries of the Mid South Master Plan

Many community residents have noticed a TOSP special use permit sign on the roads between Knoll Road and Midland Road on Palmer Drive. The request by Mid-Tal Golf LLC is to remove these +/- 9.26 acres from the original Mid South Master development plan to the Village of Pinehurst. It was determined in the previous special use permit filings by Plantation Investors, LLC and Mid Tal Golf, LLC in late 2022 and 2023, that this land was incorrectly included within the Town of Southern Pines jurisdiction, when it actually resides within the Village of Pinehurst jurisdiction for land development and zoning.

In previous Mid South Club POA Board filings and commentary to the TOSP Planning Board and Town Council, the Board agreed with the process to move this land from the TOSP jurisdiction to the Village of Pinehurst for future land use zoning. Attached is the TOSP SUP current filing.

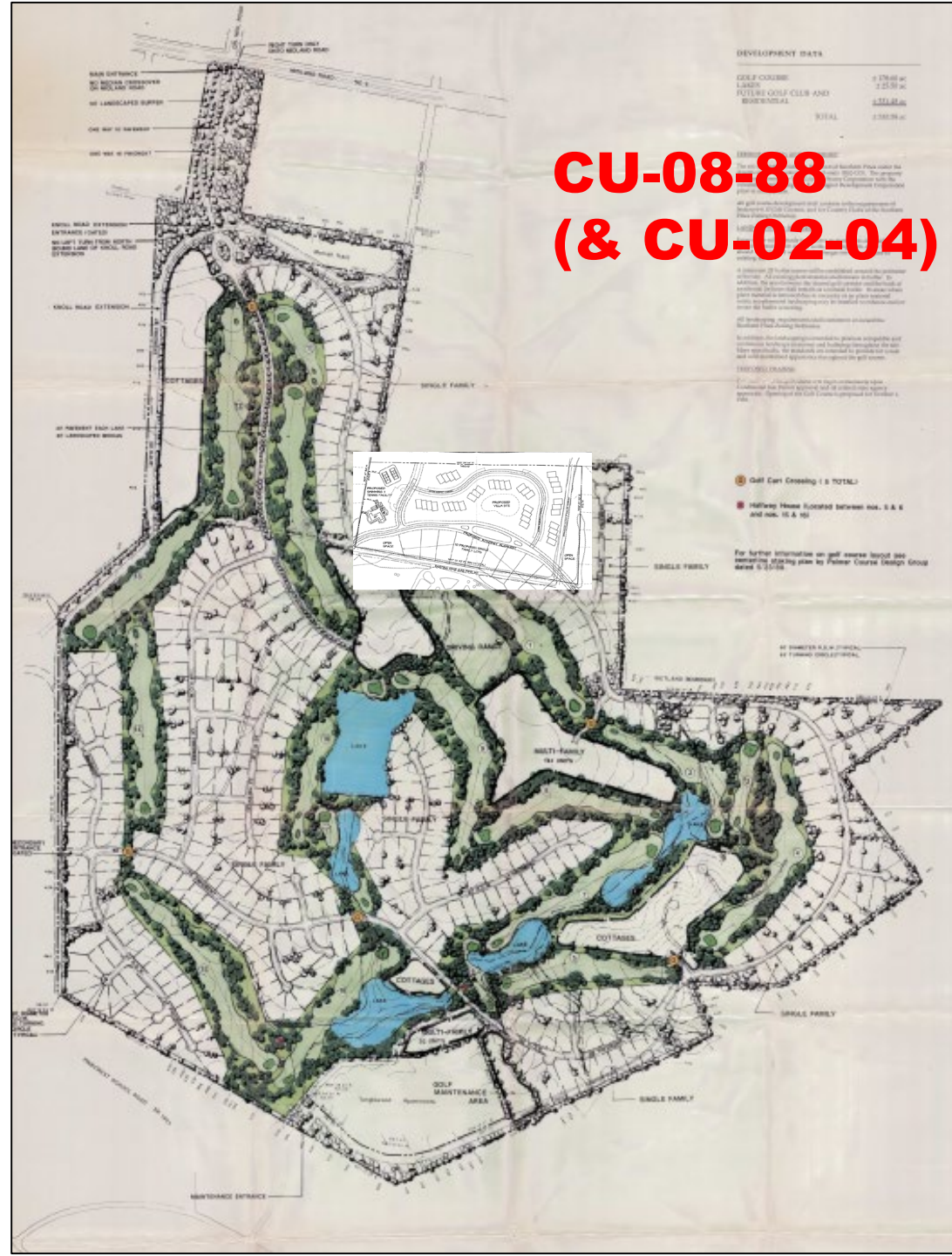
The Mid South Club POA Board of Directors encourages any residents who have interest in this transfer of property, to attend the Town of Southern Pines Planning Board meeting scheduled for Thursday, March 21st, 2024 at the E.S. Douglass Community Center (1185 W. Pennsylvania Avenue, Southern Pines, NC) at 6:00pm.

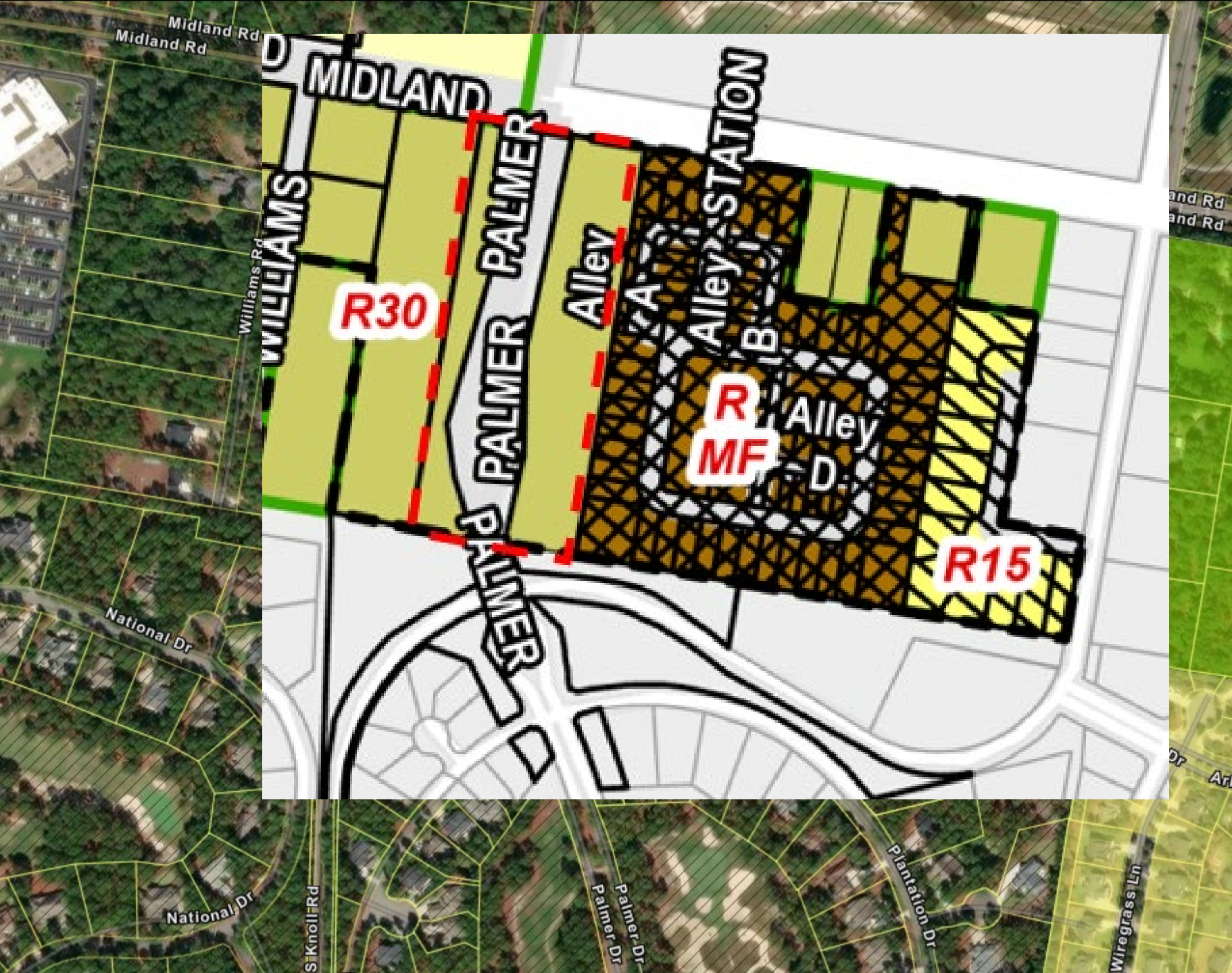
The Mid South Club Property Owners Board of Directors



SU-01-24 Mid-South Boundary Amendment to Master Plan (CU-08-88)

Town Council
Regular Meeting
April 9, 2024





**Proposed
Area to
Be
Removed**

Minutes

Regular Meeting of the Southern Pines Town Council

Tuesday, September 13, 1988, 7:00 P.M., Council Chambers

The regular meeting of the Southern Pines Town Council was held on Tuesday, September 13, 1988 at 7:00 P.M. in Council Chambers.

Present were: Mayor Alex Bowness, Council members Jane Clark and Marquita Daniels

Absent were: Councilman Jerome Ingram and Mayor Pro Tem Luther Adams

Call to Order

Reverend Kenneth Brooks gave the invocation.

B. Annexation

- Pinehurst Plantation

The petitioner is requesting annexation of 89.1 acres into the town. The property is part of the Pinehurst Plantations Golf Development and is located on the south side of Midland Road located between Pinehurst National Development and the Carolina Retreat Property. The existing Town limits border on southern portion of 89.1 acres.

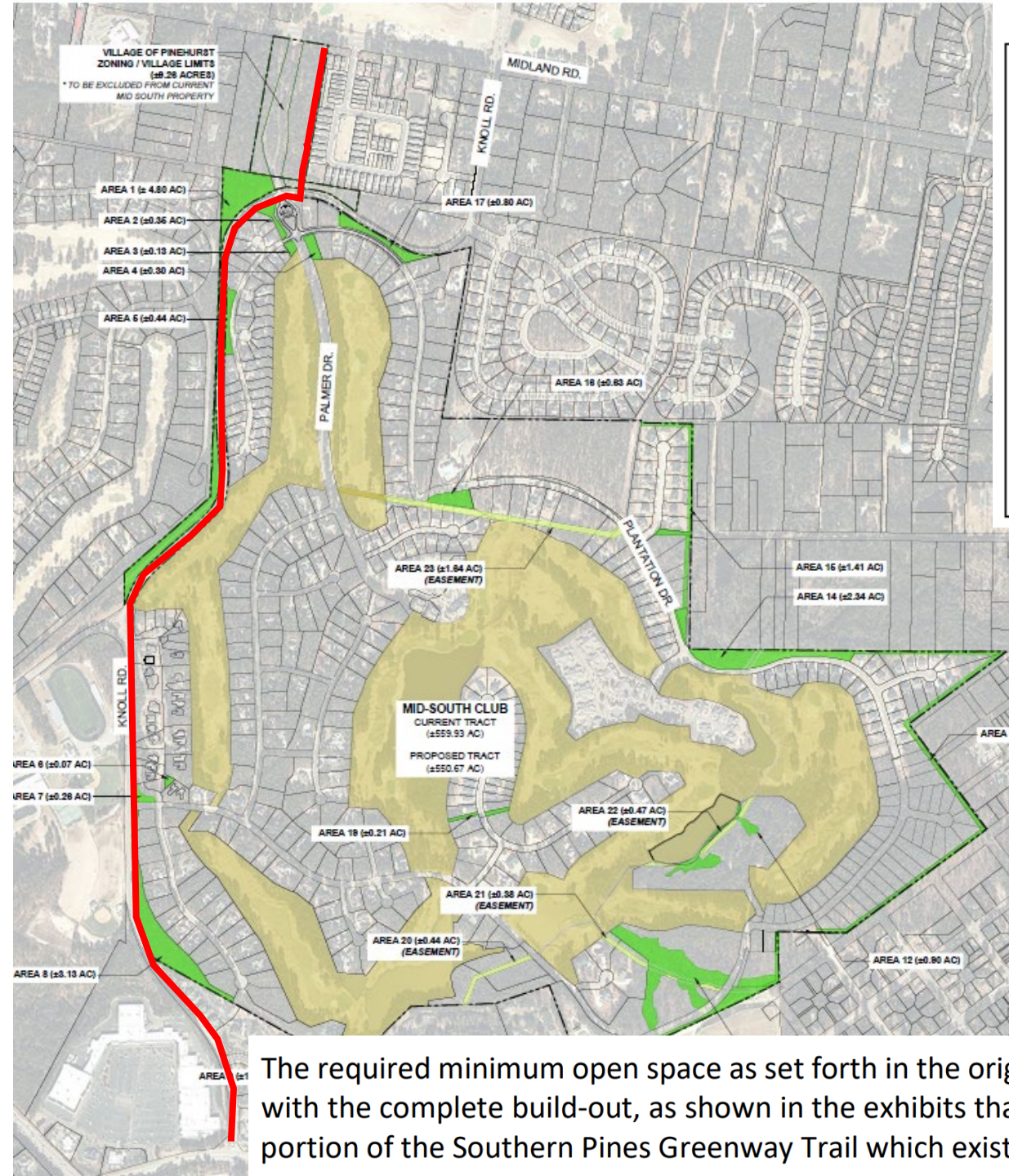
C. CU-08-88 Voit Gilmore (PRD)

Request for a conditional use permit to allow 383 single family lots as a Planned Residential Development (PRD) as part of the Pinehurst Plantation Golf development. The development is to be located on the south side of Midland Road between Pinehurst National Golf Club and the proposed Carolina Retreat Development.

Open Space Considerations



“Existing Open Space Master Plan”



LEGEND

	PROPERTY BOUNDARY
	EXISTING OPEN SPACE (ORIGINAL APPROVAL) (±28.80 AC)
	EXISTING OPEN SPACE (EASEMENTS) (±2.93 AC)
	TOTAL OPEN SPACE (PROVIDED) (±31.73)
	EXISTING GOLF COURSE (±194.5 AC)

The required minimum open space as set forth in the original approvals will be maintained and exceeded with the complete build-out, as shown in the exhibits that have been included with this application. The portion of the Southern Pines Greenway Trail which exists in the subject property will not be impacted.



**Residential
Density**



Access



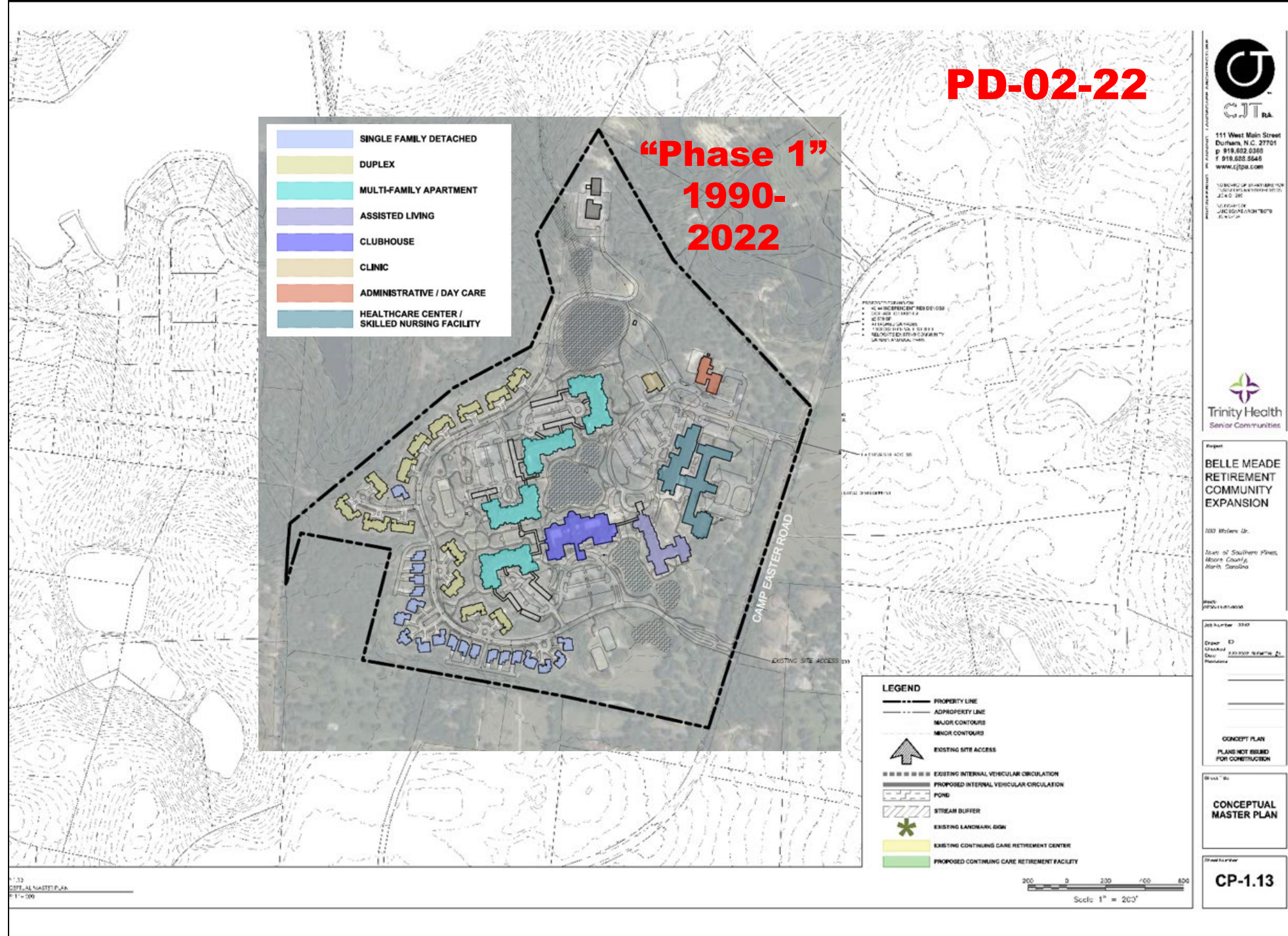
Planning Staff Recommendation: Approval with Conditions

- Open space for the overall remaining development within Southern Pines' jurisdiction shall not fall below the 28.16 acres, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88), the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988, and the 2024 Overall Master Plan – Existing Open Space map. Any future development application, including final plats, within the amended Mid-South Master Plan shall provide open space labels and calculations for town staff to check for compliance with the open space standards.
- Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall provide “a minimum 25' buffer screen” along the perimeter of Mid-South Club, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.
- Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall consider “walking/jogging trails” for use by all residents, where appropriate, within identified open space on new, proposed development sites, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.

Questions?

PD-01-24
Belle Meade
CCRC
40 Dwelling
Units of
“Phase 2”

Town Council
 Regular Meeting
 April 9, 2024



TYPICAL LAYOUT - SINGLE

12' sidewalk
24' curb
12' road
12' road
centerline
MIN 8' CO (TYP)

TYPICAL - STREET PRIVATE

12' sidewalk
24' curb
12' road
12' road
centerline
MIN 8' CO (TYP)

TYPICAL LAYOUT - DUPLEX

12' sidewalk
24' curb
12' road
12' road
centerline
MIN 8' CO (TYP)

TYPICAL - STREET PRIVATE

Diagram illustrating the cross-section of a typical street private. The diagram shows a cross-section of a road with various layers and dimensions. Key components and dimensions labeled include:

- Centerline:** Indicated by a dashed line.
- Dimensions:**
 - Overall width: 20'
 - Distance from centerline to the edge of the asphalt paving: 10'
 - Distance from the edge of the asphalt paving to the curb: 12'
 - Distance from the curb to the gutter: 2'
 - Distance from the gutter to the edge of the 24" curb and gutter: 2'
- Layers and Components:**
 - 24" CURB AND GUTTER:** The outermost layer on the left side.
 - MEANIDE:** The layer immediately adjacent to the curb and gutter.
 - ASPHALT PAVING:** The main road surface layer.

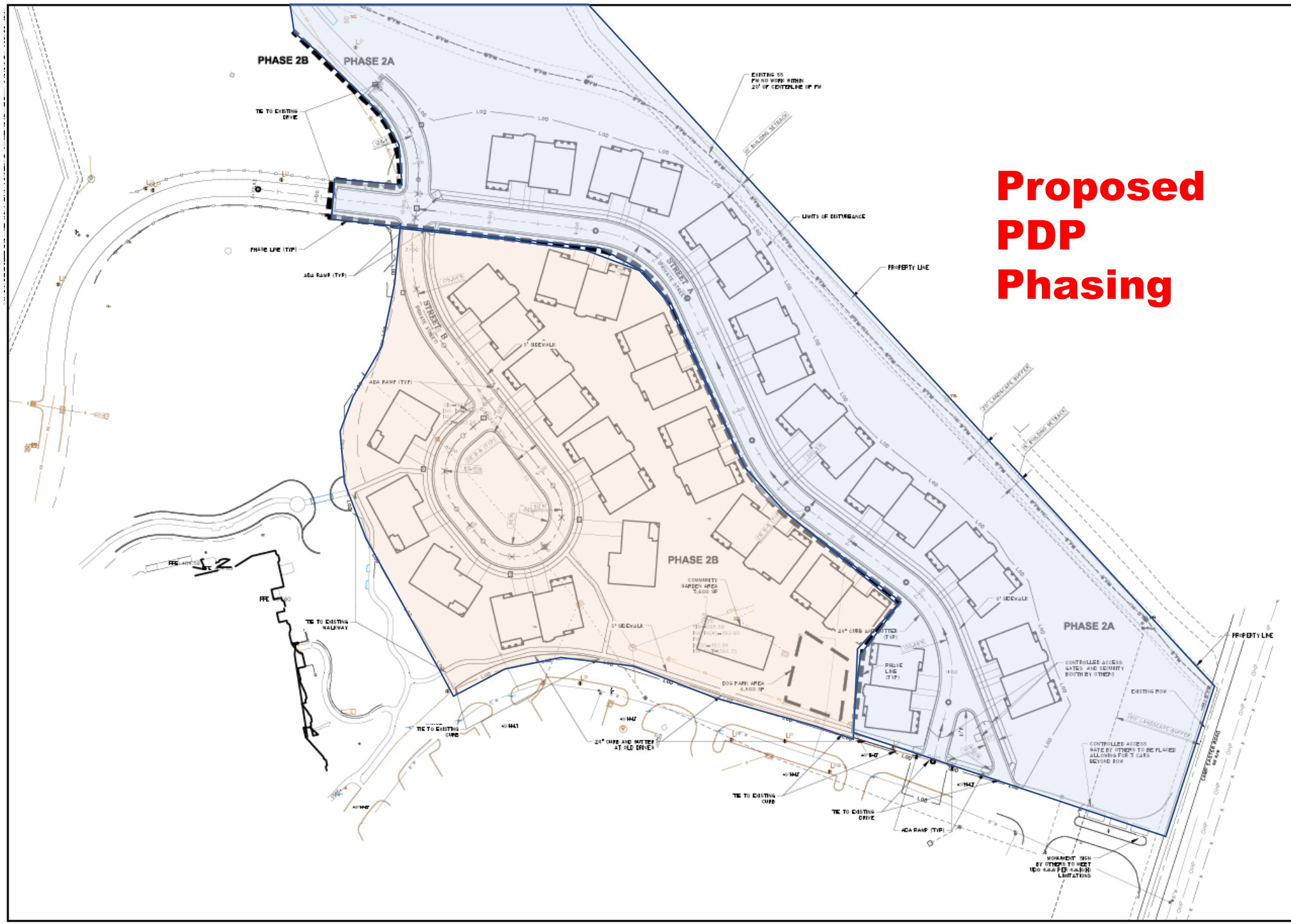
TYPICAL LAYOUT - DUPLEX

The diagram illustrates a cross-section of a duplex unit. Key dimensions and labels include:

- 12" MIN**: Minimum height dimension on the left side.
- 22"**: Vertical dimension for the central section.
- 16"**: Horizontal dimension for the central section.
- 12" MIN**: Minimum height dimension on the right side.
- 8" REAR WALL**: Label for the rear wall on the right.
- WM & CO (TYP)**: Labels for window and door components.

1. ALL ANGLES ARE 90 DEGREES UNLESS OTHERWISE NOTED.
2. DIMENSIONS TO BUILDING WALL ARE TO FACE OF WALL AT FINISH GRADE. DIMENSIONS TO CURB ARE TO FACE OF CURB.
3. LAY OUT IMPROVEMENTS FOR THE CIVIL ENGINEER OR LANDSCAPE ARCHITECT'S REVIEW PRIOR TO BEGINNING CONSTRUCTION.
4. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING INFORMATION.
5. THE SITE WILL BE FULLY COMPLIANT WITH THE NORTH CAROLINA ACCESSIBILITY CODES (ANSI 117.1 - 2009 AND CHAPTER 11 OF THE ADOCS) UNLESS AND EXCEPT IN AREAS WHERE AN APPROVED STATEMENT FROM A SITE ENGINEER, SURVEYOR OR ARCHITECT VERIFIES THAT SITE CONDITIONS EXIST WHERE THE TOPOGRAPHY OF THE SITE IS EXTREMELY AND ONLY ALTERNATE METHODS OF COMPLIANCE ARE POSSIBLE.
6. ALL UTILITIES WILL BE COVERED UNDER THE EXISTING TRAVEL / CROSS ACCESS AGREEMENT.

Proposed PDP





TOWN OF SOUTHERN PINES COURTESY REVIEW

Case: PD-01-24 (St. Joseph of the Pines)

Location: 103 Gossman Drive

PIN#: 858315743819

March 5, 2024

Following a review of the above referenced application by the RLUAC Land Use Committee, it has been determined that:

- The site is designated as Important to Protect in the Fort Liberty Compatible Use Rating system due to its location within a designated High Quality Waters drainage area (Mill Creek HQW Management Area).

RLUAC encourages the Town of Southern Pines and the applicant / developer to take such measures as are feasible to limit the impact of stormwater runoff from the future development of the site on Mill Creek and the Mill Creek High Quality Waters Management Area. Maintaining the integrity of important environmental assets contributes to the overall compatibility of our region with Fort Liberty's environmental protection mission, which goes hand-in-hand with its military training and operational missions. Beyond the potential environmental impact of the proposed development, the nature of the use proposed for the site does not present any compatibility concerns with regard to military training or operations.

Project Name: Belle Meade Retirement Community

Project Number: 92242.0000

By: AMO

Date: 11/28/2023

Revised:

Date:

Peak Flow Analysis Summary

Basin 1-Area Draining to Existing Pond	Tc (min)	Area (sf)	Area (ac)	CN	Q1 (cfs)	Q10 (cfs)
Pre-Development	25.4	1,741,340	39.98	63	8.45	50.16
Post Development	25.4	1,849,101	42.45	63	11.62	59.32
Post Development with Detention					1.08	31.74
Percent difference between Pre-Development and Post Development with Treatment					-87%	-37%

Basin 2 - Area Drain toward Camp Easter	Tc (min)	Area (sf)	Area (ac)	CN	Q1 (cfs)	Q10 (cfs)
Pre-Development	19	236,180	5.42	73	4.4	13.6
Post Development	18.6	132,603	3.04	72	2.3	7.5
Percent difference between Pre-Development and Post Development					-47%	-45%

ByPass Area	Tc (min)	Area (sf)	Area (ac)	CN	Q1 (cfs)	Q10 (cfs)
Pre-Development	5	125,651	2.88	73	4.0	11.8
Post Development	5	121,467	2.79	71	3.4	10.6
Percent difference between Pre-Development and Post Development					-16%	-10%

Questions?

Town Council Action Overview

- The Town Council shall first vote on whether the application is complete and whether the facts presented are relevant to the case.
- The Town Council shall then vote on whether the application complies with the criteria as set forth in Section 2.18.5(H) Criteria for a Preliminary Development Plan, Criteria 1-4. Staff has drafted a findings of fact for consideration in **Attachment 1**. The Town Council may make modifications or provide an alternative to the draft findings of fact and related motions at their discretion

Town Council Action 1 of 2

I move to...

Adopt **Attachment 1** of the staff report, as drafted, as Findings of Fact regarding the proposed Preliminary Development Plan PD-01-24.

- OR -

Adopt **Attachment 1** of the staff report as Findings of Fact regarding the proposed Preliminary Development Plan PD-01-24, with the following changes:

Town Council Action 2 of 2

I move to...

Approve the Preliminary Development Plan for PD-01-24

- OR -

Deny the Preliminary Development Plan for PD-01-24

- OR -

Approve the Preliminary Development Plan for PD-01-24 with the following additional conditions:

Town of Southern Pines

Preliminary Development Plan

Application

April 9, 2024

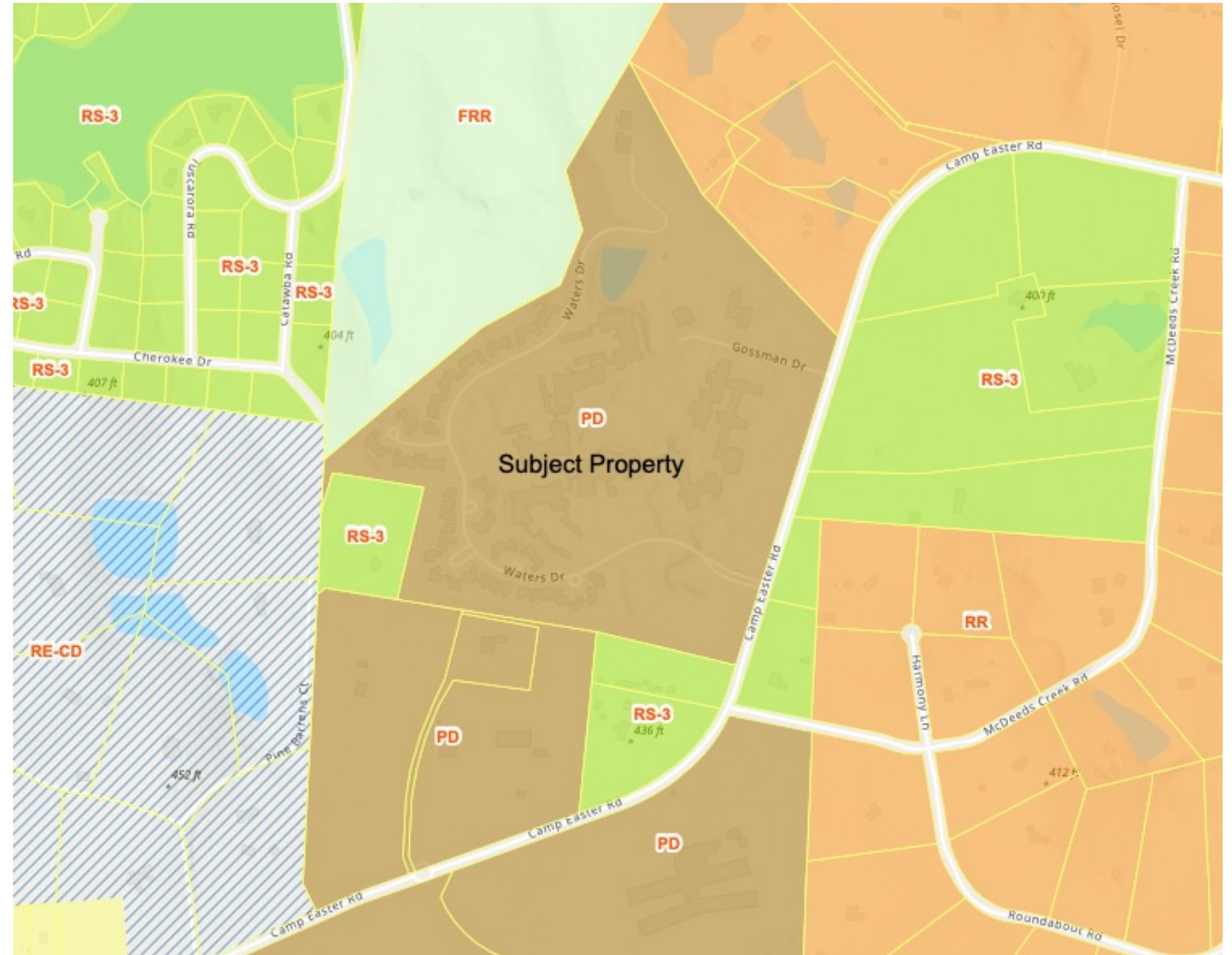
Belle Meade
at St. Joseph of the Pines



Preliminary Development Plan Request

- St. Joseph of the Pines, the property owner, proposes to add 40 residential units—in a mix of single family and duplex units—to its existing community.
- The property was rezoned to PD in July of 2022 and Conceptual Development Plan for the property was approved at time.
- The 2022 approved CDP allowed up to 44 additional residential units in either single family or duplex units.
- The 2022 rezoning to PD was required because, despite Belle Meade's history in Southern Pines, the zoning in effect at the time – FRR zone -- did not include Continuing Care Retirement Community as a permitted use.
- The expansion is consistent with the Comprehensive Long-Range Plan (CLRP) and promotes its objectives.
 - The CLRP designates the property Residential
 - This PDP expands senior residential housing opportunities that are collocated with health services, activities, and amenities in a well-planned community.

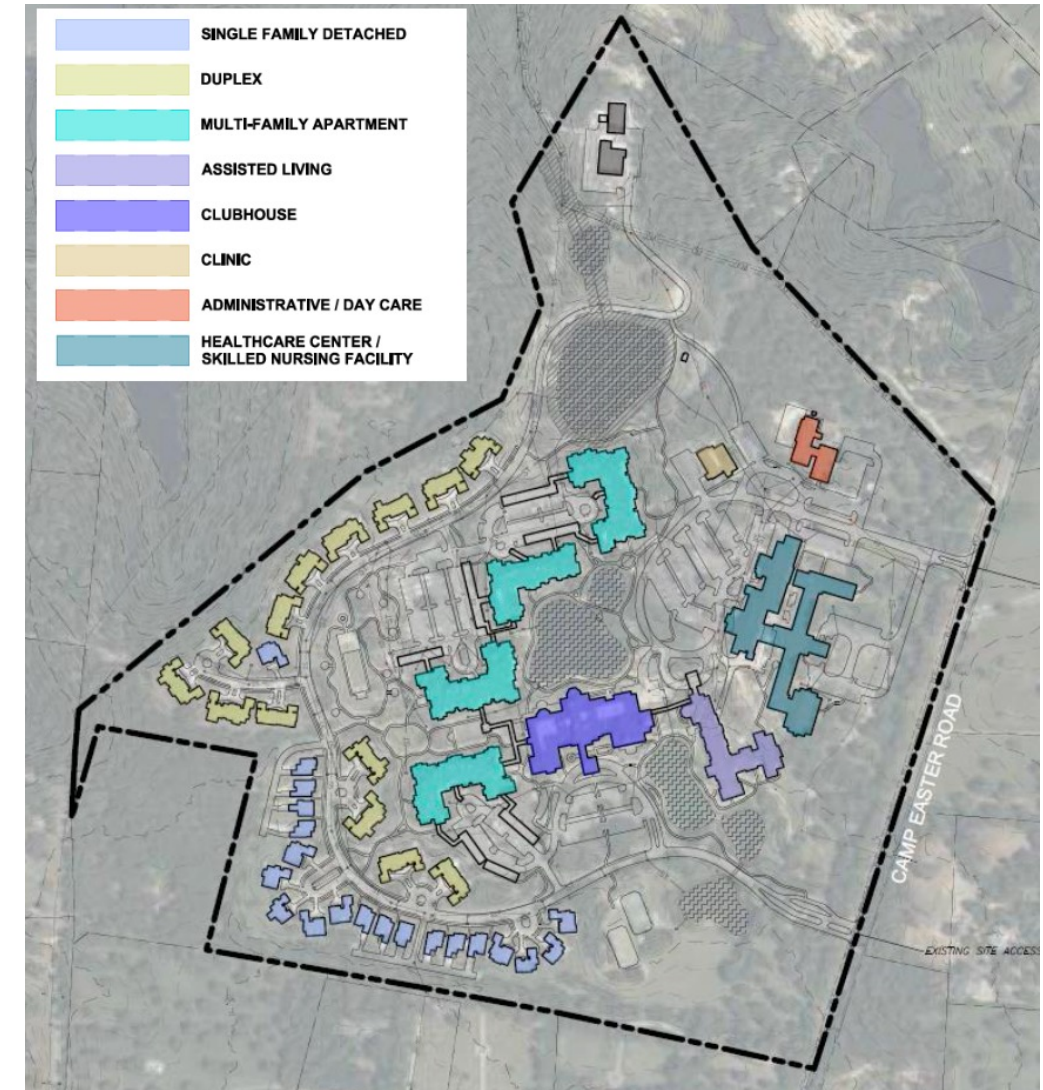
Belle Meade
at St. Joseph of the Pines



Belle Meade Background

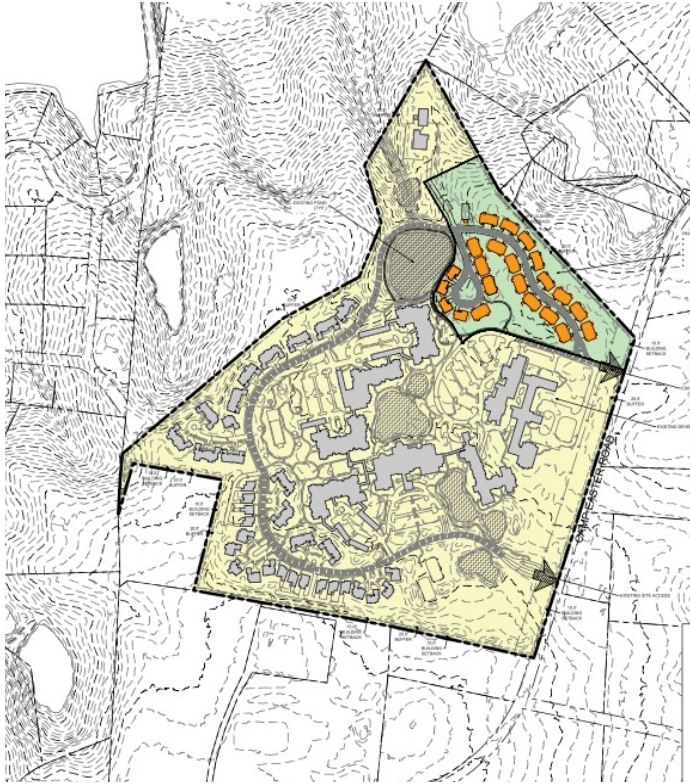
- St. Joseph of the Pines is part of Trinity Health Senior Communities, a 501(c)(3) organization that serves Seniors in several states, including 2 campuses in Southern Pines, and 8 affordable housing communities throughout North Carolina.
- St. Joseph of the Pines was founded in 1948 ; On Belle Meade's campus, The Health Center, providing skilled nursing, opened in 1996; Independent Living Residences & clubhouse opened in 1999 & The Coventry Assisted Living opened in 2008.
- Belle Meade is a Continuing Care Retirement Community. The Existing community includes 215 units of independent living, in 20 single family houses, 28 duplex units and 167 apartments; 60 assisted living units, and 90 skilled nursing units
- A daycare & administrative building and outpatient physician's office/clinic are also housed on the property; these buildings will be demolished as part of residential expansion.
- Existing Independent Living Cottages stay fully occupied and there is a typically waitlist of 20-30 residents for cottages; many residents will wait 3+ years for a cottage to become available.

Belle Meade
at St. Joseph of the Pines



CDP v PDP

Conceptual Development Plan



Belle Meade
at St. Joseph of the Pines

Preliminary Development Plan



Preliminary Development Plan Features

- Per CDP, Phase 1 is existing Belle Meade Community – no change
- Phase 2 – 40 new residential units on 8.96 acres of the site
 - Four single family dwellings with garage
 - 18 duplex buildings with garage
 - Maximum heated area: 2,500 sf
 - Maximum height: 35'
 - Two parking spaces per unit in garage and driveway
- Buildings designed to be compatible with the Community
- Relocated community garden and dog park
- Primary access on Gossman Drive and relocated Waters Drive
- 100' buffer along Camp Easter Road will be maintained, 20' buffer will be provided along other property lines

Belle Meade
at St. Joseph of the Pines



Utilities

- The property is served by existing Town of Southern Pines water and sewer and will be constructed to meet the Town's standards
- Stormwater
 - Stormwater facility improvements are planned, which will cause post-development runoff values to decrease from the pre-development runoff values
 - Will be confirmed during site plan review

Conclusion

- The applicant respectfully requests recommendation of approval as PDP meets criteria established for PDPs:
 - The PDP is consistent with the CDP and the applicable provisions of the UDO.
 - The proposed development is located in an area of the Town that is appropriate.
 - The proposed development will not cause the need for inefficient extensions and expansions of public facilities, utilities and services.
 - The application demonstrated compliance with the requirements for PDP of the Town's Unified Development Ordinance (UDO).

Minutes

Regular Meeting of the Southern Pines Town Council

Tuesday, September 13, 1988, 7:00 P.M., Council Chambers

The regular meeting of the Southern Pines Town Council was held on Tuesday, September 13, 1988 at 7:00 P.M. in Council Chambers.

Present were: Mayor Alex Bowness, Council members Jane Clark and Marquita Daniels

Absent were: Councilman Jerome Ingram and Mayor Pro Tem Luther Adams

Call to Order

Reverend Kenneth Brooks gave the invocation.

Mayor Bowness recognized Mrs. Hazelett who stated that she had never been to Mt. Hope Cemetery until August 14th. At that time she became very upset/agitated regarding the condition of the cemetery. She is now very aware of all the work being done in the cemetery and she'd like the Town to know she appreciates it.

1. CONSENT AGENDA

- A. Approval of minutes of August 9, 1988 regular meeting, Executive Session of August 9, 1988, special meeting of August 16, 1988, special meeting of August 18, 1988, special meeting of August 23, 1988, special meeting of August 29, 1988, special meeting of August 30, 1988, special meeting of August 31, 1988 and Executive Session of August 31, 1988, as written.
- B. Call workshop meeting/special meeting for Wednesday, September 28, 1988 at 3:00 P.M. at the Southern Pines Senior Center.
- C. Call Agenda meeting for Wednesday, October 5, 1988 at 3:00 P.M. in the Conference Room at the Administrative Office.
- D. Resolution to Levy and Relieve Taxes
- E. Designation of Councilman Jerome Ingram as a Voting Delegate, Annual Congress of Cities
- F. Budget Amendments
 - Administration
 - Reservoir Park
- G. Proclamation
 - Constitution Week
- H. Right-of-Way Agreement
 - Ft. Bragg Road/Indiana Avenue Extension
- I. Selection of Mayor Bowness as Delegate & Mayor Pro Tem Adams as Alternate for League Convention, Asheville, NC

1641
Upon motion by Councilman Daniels, seconded by Councilman Clark and carried unanimously, the Consent Agenda was adopted.

2. PUBLIC HEARINGS

A. Z-12-88 Daniel Butler

Mr. Butler is requesting that 6.0 acres be rezoned from RA to NS(CD). The property is owned by Gardner H. Altman, Jr. It is located at the southeast corner of the intersection of U.S. 15/501 and Morganton Road, across Morganton Road from Pinecrest Plaza. It is identified as Lot 2, Block 3 of McNeill (Out) Township Map 85.

The petitioner is requesting a rezoning to NS(CD) in order for a variety of office and retail uses to occur on the site. The site plan submitted is in general conformance with the submission requirements of Section 5 Parallel Conditional Use Districts of the Southern Pines Zoning Ordinance.

Mr. Marsh Smith asked what plans had been made for traffic control. Mr. Gurley replied access from Midland and Morganton had been approved by D.O.T.

Mr. Butler reviewed the setbacks for Council.

Mr. Harry Hubreth of the Appearance Commission asked about the maintenance of landscaping. Mr. Butler replied a reputable landscaping company will be hired and an irrigation system installed.

Councilman Daniels made a motion to close Public Hearing Z-12-88. Motion was seconded by Councilman Clark and carried unanimously.

B. Annexation

- Pinehurst Plantation

The petitioner is requesting annexation of 89.1 acres into the town. The property is part of the Pinehurst Plantations Golf Development and is located on the south side of Midland Road located between Pinehurst National Development and the Carolina Retreat Property. The existing Town limits border on southern portion of 89.1 acres.

Mr. Gurley brought to the attention of Council that there was an error in the request. 5-10 acres of the required annexation property was in Pinehurst and this portion should be deleted.

Mr. John Tie stated the Gilmore property was recognized as Pinehurst. From 1919 to present a 60 ft. right-of-way at the back of the 1000 ft. strip has been noted as railroad right-of-way.

Mr. Dickey stated he was concerned about the right-of-way being recognized. The fence along the back of Pinehurst National gives Gilmore the right-of-way, but who should actually get this.

Mr. Ben Greene of the Rossignol Company, stated a great deal of the work on this project has been done in Raleigh. Due to this "ancient" right-of-way, Gilmore represented as his and the title insurance company accepted this. Mr. Greene further stated there was an error on the metes and bounds description and map and the portion in Pinehurst will be deleted.

Mrs. John Tie asked if Mr. Gilmore had more right to the 60 ft. right-of-way than the other neighbors!!!

Councilman Daniels made a motion to close the Public Hearing on the annexation of Pinehurst Plantation. Motion was seconded by Councilman Clark and carried unanimously.

3. REFERRALS

A. Z-08-88 Gladys Patterson

Request to rezone 182.85 acres from RA (Residential/Agricultural) to RR (Rural Residential.) Property is located on the west side of SR 22 one mile north of the Airport Road and SR 22 intersection. (Tax Map McNeill Out 35, Blocks 1, 2 and 3.)

The petitioner is requesting a rezoning from RA to RR. The RR (Rural Residential) zoning classification is identical to the current RA (Residential Agricultural) with the exception that Class B Manufactured Homes are allowed on individual lots and must meet certain appearance criteria. Currently, the 182 acres being requested for rezoning have a variety of housing types.

The majority of housing types in the area are the Manufactured Home Class C, which is the single-wide HUD approved home. The RR zoning classification currently does not allow Manufactured Homes Class C. These homes would remain non-conforming uses as they are currently classified in the present zoning of the area.

The Land Development Plan shows the area requested for rezoning as suitable as Rural Residential and for rezoning to the RR zoning classification.

The property west of the 182 acres has been identified as Development Areas by the Land Development Plan. That area is about 1800 acres in size and includes most of the Meyer Farm and surrounding vacant tracts. Current land usage is limited to several single-family residences and horticultural and agricultural activities.

Councilman Clark made a motion to approve Z-08-88 with the condition that a metes and bounds description of the boundary be submitted to staff. Motion was seconded by Mayor Bowness and carried unanimously.

B. 0A-02-88 IBT (Highland Savings & Loan)

Request that Section 10-4.4(2), Wall Signs in Community Shopping Districts, be amended to allow accessory tenant uses located within a primary establishment to have additional signage separate from the primary establishment.

The petitioner is requesting that Section 10-4.4(2), Wall Signs in CS Districts, in the Southern Pines Zoning Ordinance be amended to allow accessory tenant uses to have wall signage separate from the primary establishment which currently can have a wall sign. The request stems from a Board of Adjustment case in which the petitioner was denied an appeal of an administrative decision which determined that only one wall sign is allowed per principal business or establishment.

Section 10-4.4(2) was designed specifically for signs in shopping centers and the wall sign section was amended in June 1987. The amendment was made to more equitably set a formula for determining sign area. During all of the discussions about wall signs, there was no special consideration given to permitting additional signs for accessory uses within a principal use. If separate accessory uses are permitted to have wall signage, then not only could the petitioner have a separate wall sign for Highland Savings & Loan but every accessory use within that building would be allowed a separate wall sign. For example, should Kroger sublease the restaurant, deli, bakery, seafood market, and drugstore to new separate owners, each would be permitted a separate wall sign.

1643

Councilman Clark moved to deny 0A-02-88. Motion was seconded by Mayor Bowness and the vote called as follows:

Clark - aye
Daniels - no
Bowness - aye

Motion carries.

C. CU-08-88 Voit Gilmore (PRD)

Request for a conditional use permit to allow 383 single family lots as a Planned Residential Development (PRD) as part of the Pinehurst Plantation Golf development. The development is to be located on the south side of Midland Road between Pinehurst National Golf Club and the proposed Carolina Retreat Development.

The petitioner is requesting a Conditional Use Permit for a 647-unit Planned Residential Development located east of the Pinehurst National Golf Development and south of Midland Road. The petitioner is requesting initial approval for 383 single-family lots as first phase of the residential development. The petitioner will be submitting, at a later date, the site plans for the zero lot line cottage units and multi-family townhouse units as a separate approval by the Planning Board and Town Council.

The developer will be required to have site plan approval for the zero lot line patio home lots and multi-family townhomes. The current request for approval of the single-family lots will also serve as preliminary subdivision plat for the single-family lots only.

Public hearing comments were generally favorable toward the request. The developer informed the staff that they will be providing a revised plan that will show 384 lots instead 383 as currently shown on the CUP proposal. 384 was the approved density in the rezoning request. This should not present a significant change from the present site plan.

Councilman Daniels made a motion to approve CU-08-88 provided a revised site plan is submitted denoting the additional lot. Motion was seconded by Councilman Clark and carried unanimously.

D. S-05-88 Middleton Place, Phase 5, Page 2

Request for final plat approval for units 29 and 30 of Middleton Place located on the northeast corner of the intersection of Pee Dee Road and Midland Road.

Middleton Place received Conditional Use approval on January 10, 1984 for 65 detached/attached single-family residential units. The petitioner is requesting final plat approval for Phase 5, Page 2 of this development.

Councilman Clark moved to grant S-05-88. Motion was seconded by Councilman Daniels and carried unanimously.

E. S-06-88 Knollwood Village Townhouses, Units 167-172

Request for final plat approval for units 167-172 of the Knollwood Village addition located on the western portion of the existing Knollwood Village development.

The Knollwood Village addition (units 159-218) received Conditional Use approval on November 13, 1987 for 60 attached single-family residential units. The petitioner is requesting final plat approval for lots 167-172.

Councilman Clark moved to grant S-06-88. Motion was seconded by Councilman Daniels and carried unanimously.

F. Z-10-88 Marvin S. Savin

Mr. Savin's request was deferred by the Town Council at their August 9th meeting based on the Planning Board and staff recommendations concerning water quality, property boundary accuracy adjacent to the Old Town Reservoir and recreational amenities adjacent to the Old Town Reservoir. Those issues have been partially addressed in the attached report.

All of the proposed residential uses and the golf course and clubhouse can be allowed as conditional uses within the proposed RS-1 zoning classification.

Much of the discussion of the Public Hearing centered around the effects the potential development will have on the Old Town Reservoir. The Town Attorney was instructed by the Council to study the legalities involved in use of the reservoir by residents of the proposed development. In addition, he is researching how a public greenway corridor can be maintained through the property adjacent to the reservoir.

Other points brought out pertained to density of development adjacent to the site and groundwater problems that might develop as a result of the development.

There are two developments to the west and north of the site. The developing Starland Farms area to the west of the site will have a gross density of 1.65 dwelling units per acre. Pine Grove Village to the northwest of the site has an average density of 1.35 dwelling units per acre. Land to the east of the site is presently undeveloped. The RA District zoning on those properties allow 1.45 dwelling units per acre. The development density in Middleton Place and Knollwood Village, both to the south of the proposed development, is 1.8 and 2.17 dwelling units per acre, respectively.

The groundwater table can be expected to drop if water for irrigation and other purposes is taken out of the ground faster than it is replenished by natural sources. The placement of impervious surfaces, parking lots, buildings, etc. on the land can reduce groundwater recharge.

Councilman Daniels made a motion to approve Z-10-88 with the following conditions:

1. The recommendations made in Section IV, pages 12 and 13, of the "Assessment of Developmental Impacts on Surface Groundwater Report" prepared by Craig B. Morgan & Associates for the Savin Property be complied with.
2. A 100' buffer between the Old Town Reservoir shoreline and the Savin development remain in a natural state and that within this buffer, a 40' strip next to the reservoir lake be dedicated to the Town.
3. Delete all references to a boat dock proposed to be constructed on lake.
4. A fifty foot buffer between Pine Grove Village and property surrounding development where roads, housing, or future development are or may occur, shall be maintained.
5. Description of property by metes and bounds be given to the Town prior to adoption of this conditional use.

- 1645
6. The golf maintenance area shall be moved to interior of project and revised plan be submitted for approval of this relocation.
 7. Developers shall install monitoring wells, maintain and test, giving results to the Town in March, July, and November of each year.

Motion was seconded by Councilman Clark and carried unanimously.

4. STREET CLOSING

- Portion of Windsong Drive

As so noted earlier to Council, Mr. James Holshouser has requested that a certain portion of Windsong Drive be closed.

If Council so desires to close this street, the street will be vested to those persons owning lots adjacent to it and the title of property shall extend to the centerline of the street.

Councilman Clark made a motion to adopt a resolution closing a certain street and calling for a Public Hearing at the next regular meeting of Council. Motion was seconded by Councilman Daniels and carried unanimously.

5. ANNEXATION

Sandhurst South - Section 3, Part 1

- Resolution Directing the Clerk
- Resolution Fixing Date of Public Hearing

The Town Clerk has received a petition from Sandhurst Development Company, Inc. to annex property contiguous to the Town of Southern Pines.

Councilman Daniels moved for adoption of the Resolution Directing the Clerk. Motion was seconded by Councilman Clark and carried unanimously.

Councilman Daniels moved for adoption of the Resolution Fixing the Date of Public Hearing. Motion was seconded by Councilman Clark and carried unanimously.

6. O'NEAL ANNEXATION

- Resolution Directing the Clerk
- Resolution Fixing Date of Public Hearing

Councilman Clark moved for adoption of the Resolution Directing the Clerk. Motion was seconded by Mayor Bowness with the vote called as follows:

Clark - aye
Daniels - no
Bowness - aye

Motion carries.

Councilman Clark moved for adoption of the Resolution Fixing Date of Public Hearing. Motion was seconded by Mayor Bowness and the vote called as follows:

Clark - aye
Daniels - no
Bowness - aye

Motion carries.

7. MANAGER'S REPORT

A. Christmas Wreaths

Councilman Clark brought to the attention of Council that the Appearance Commission would like to purchase 32 artificial Christmas wreaths to be placed in the downtown area. The cost of the wreaths are \$7500 and they have a life of 5-6 years. The cost is to be distributed over a 3 year period.

Councilman Clark made a motion to amend the 1988/89 budget for \$5000 to cover the cost of wreaths.

Motion dies for lack of a second.

B. Zoning Ordinance Amendment

Approximately one year ago Town Attorney Lamont Brown stipulated that all amending ordinances to the zoning map should be written with a metes and bounds description written by a surveyor. This is for the Town's protection in case our ordinance should become the issue in a court case. Up until that time, the Planning staff had supplied the Clerk with a property description.

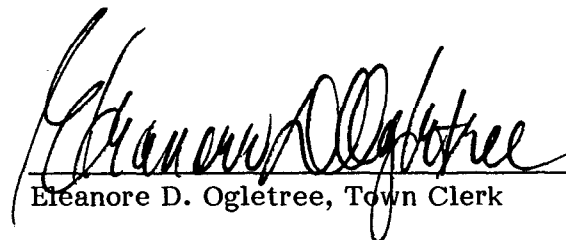
This past year the Clerk has experienced much difficulty in getting the property owners to supply her with the metes and bounds description after Council has adopted the ordinance. The General Statutes state that an ordinance is not in effect until it is written, properly signed and filed in an indexed ordinance book.

As of this date GMP Properties and C&D Development (Cleland & Deborah Fowler) have not supplied a metes and bounds description even though they have been notified on numerous occasions by the Planner. C&D Development has begun minor grading on their property.

Mr. Brown feels that in the future all zoning amendments be passed with the condition that a metes and bounds description be supplied to the Clerk within 5 days after adoption of the ordinance by Council.

Instructions were given to staff to draft an amending ordinance requiring a metes and bounds description.

There being no further business, the meeting was adjourned at 8:57 P.M.



Eleanore D. Ogletree, Town Clerk

Mid-South Club

SOUTHERN PINES, NORTH CAROLINA

TOWN COUNCIL MEETING

APRIL 9, 2024

APPLICANT:

PILLCSUB, LLC

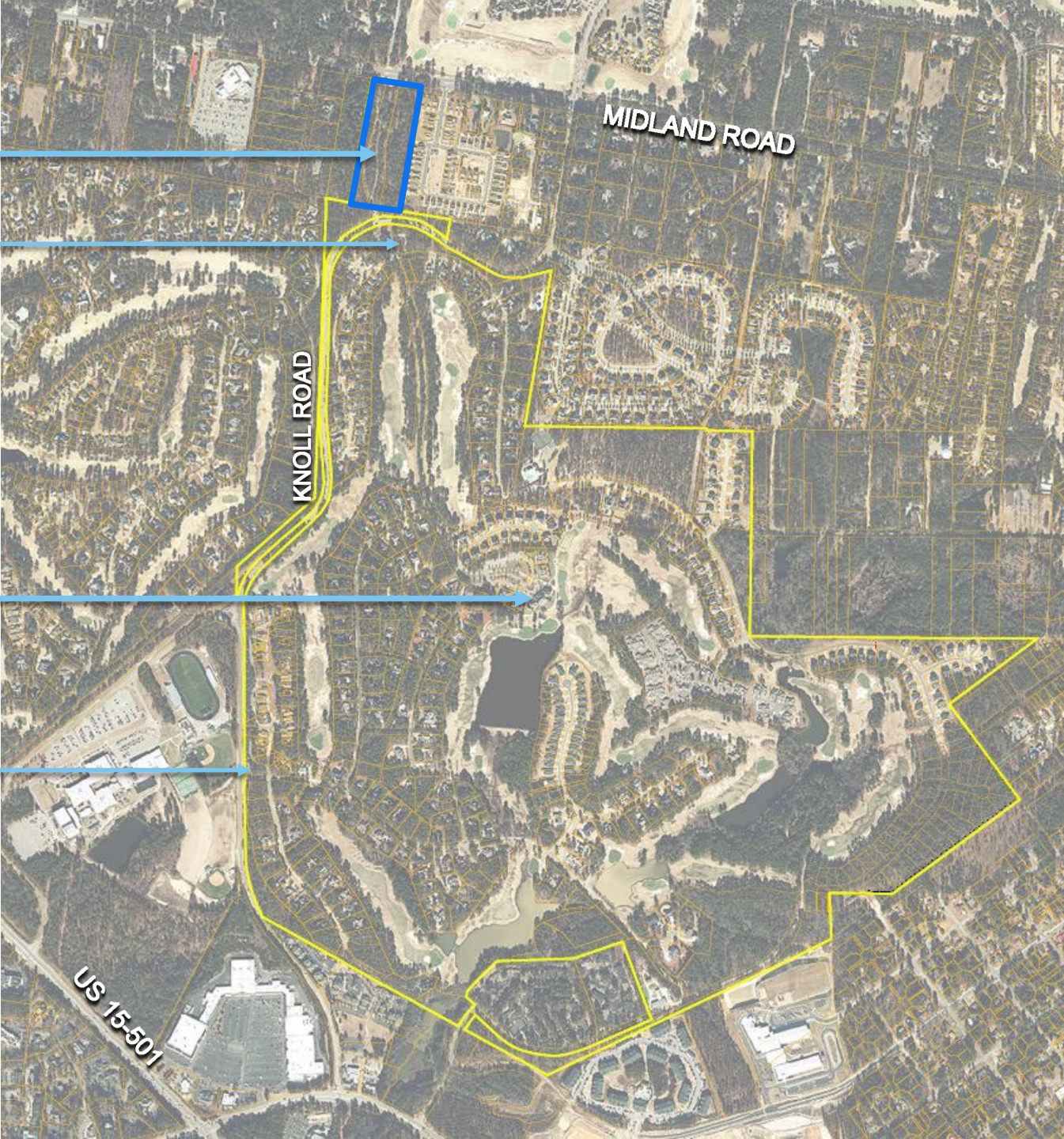
OVERALL SITE CONTEXT

SUP AREA

MAIN GATEHOUSE

CLUBHOUSE

GATE



SUBJECT AREA



EXISTING ZONING

SUP AREA
(±9.26 AC)



VILLAGE OF PINEHURST
JURISDICTION



TOWN OF SOUTHERN PINES
JURISDICTION

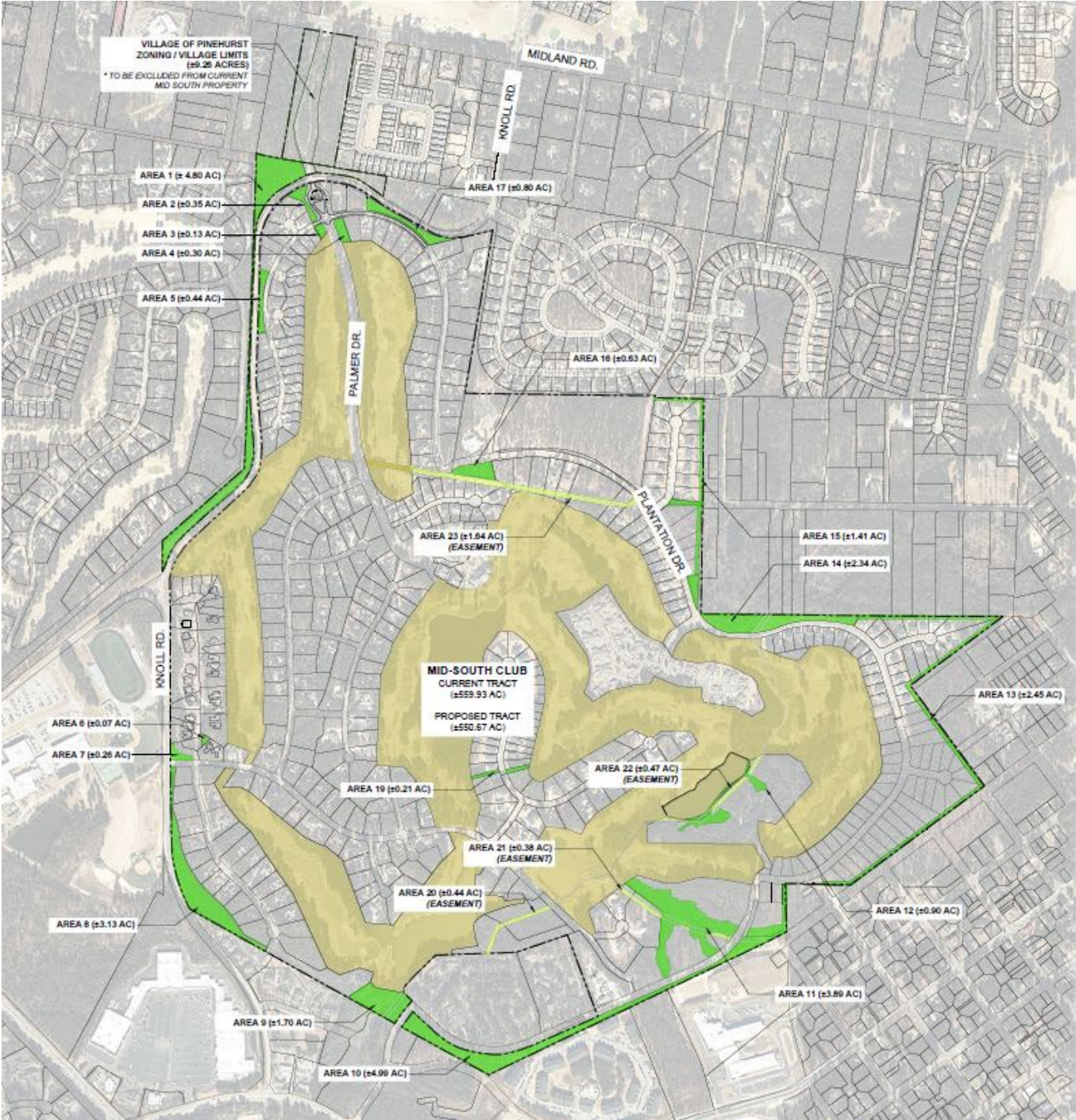


OVERALL OPEN SPACE

DEVELOPMENT DATA		
SINGLE FAMILY		
Golf Lots	188	± 208.70 ac
Lake Lots	13	
Wooded Lots	183	
	384	
COTTAGES		
Golf Lots	59	± 22.08 ac
Lake Lots	20	
Wooded Lots	40	
	119	
MULTI-FAMILY		
	144	± 15.84 ac
TOTAL UNITS		
	647	
CLUBHOUSE & RECREATION AMENITY COMPLEX		
		± 8.20 ac
GOLF COURSE		
		± 178.60 ac
GOLF MAINTENANCE		
		± 2.00 ac
LAKES		
		± 25.50 ac
OPEN SPACE/NATURAL AREAS/ UTILITY EASEMENTS		
		± 28.16 ac
ROAD R.O.W.		
60'		± 3.40 ac
50'		± 19.20 ac
40'		± 21.90 ac
TOTAL		
		± 535.58 ac

---	PROPERTY BOUNDARY
	EXISTING OPEN SPACE (ORIGINAL APPROVAL) (±28.80 AC)
	EXISTING OPEN SPACE (EASEMENTS) (±2.93 AC)
TOTAL OPEN SPACE (PROVIDED) (±31.73)	
	EXISTING GOLF COURSE (±194.5 AC)

***INCLUDES ±1.4 Mile
Section of the Knoll
Road Greenway Trail**



- This SUP application is asking for removal of the 9.26-acre portion of the property that lies within the Pinehurst Zoning Jurisdiction**
- Any Future Development will follow the Pinehurst R-30 zoning standards (30,000 SF lots)**
- Palmer Drive in this area will remain as is**
- The Greenway Trail and associated easements will remain as is**
- Open space requirements will be met or exceeded, and a running tabulation or map will be updated with future applications.**
- Overall density for the project will still meet the approved requirements (1.85 units per acre)**
- The staff report recommends approval of this SUP with 3 conditions for approval. The applicant agrees to follow these conditions.**

Mid-South Club

SOUTHERN PINES, NORTH CAROLINA

TOWN COUNCIL MEETING

APRIL 9, 2024

APPLICANT:

PILLCSUB, LLC

From: [Paul Saathoff](#)
To: [Alaina Mallette](#)
Subject: RE: SU-01-24 Recommended Conditions of Approval for Review and Consent
Date: Monday, April 8, 2024 10:50:21 AM

Alaina,

Our client agrees to all conditions of approval as written below.

Thanks,

Paul Saathoff

KOONTZJONESDesign

LAND PLANNING | LANDSCAPE ARCHITECTURE
140 APPLECROSS RD, SUITE B | PINEHURST, NC 28374 | W: www.koontzjones.com | P: 910.684.8487

From: Alaina Mallette <amallette@southernpines.net>
Sent: Thursday, April 4, 2024 1:05 PM
To: Paul Saathoff <psaathoff@koontzjones.com>
Cc: Tom VanCamp <thomasv@vancamplaw.com>; Larisa Fitch <larisag@vancamplaw.com>;
blevy@talamorefamily.com; BJ Grieve <BJGrieve@southernpines.net>
Subject: SU-01-24 Recommended Conditions of Approval for Review and Consent

Good afternoon, Paul,

Per our phone conversation moments ago, Planning has drafted some recommended conditions of approval, which will require your written consent if they are to be included in Town Council's final decision, per G.S. 160D-702(b).

Planning staff recommend approval with the following conditions:

- Open space for the overall remaining development within Southern Pines' jurisdiction shall not fall below the 28.16 acres, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88), the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988, and the 2024 Overall Master Plan – Existing Open Space map. Any future development application, including final plats, within the amended Mid-South Master Plan shall provide open space labels and calculations for town staff to check for compliance with the open space standards.
- Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall provide "a minimum 25' buffer screen" along the perimeter of Mid-South Club, as is required by the 1988 conditional use permit (i.e, CU-07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.
- Any future development application within Southern Pines' jurisdiction, including final plats, implementing the amended Mid-South Master Plan shall consider "walking/jogging trails" for use by all residents, where appropriate, within identified open space on new, proposed development sites, as is required by the 1988 conditional use permit (i.e, CU-

07-88 and CU-08-88) and the Voit Gilmore Tract (i.e., Mid-South Club) Master Plan dated July 1988.

If agreed to, you can submit a letter in writing to me directly prior to or during the evidentiary hearing.

Best,
Alaina

Alaina Mallette, MSc
Senior Planner
Town of Southern Pines
801 SE Service Road
Southern Pines, NC 28387
Office: (910) 692-4003
<http://www.southernpines.net/>



From: Larisa Fitch <larisag@vancamplaw.com>
Sent: Wednesday, April 3, 2024 3:36 PM
To: Alaina Mallette <amallette@southernpines.net>
Cc: Tom VanCamp <thomasv@vancamplaw.com>
Subject: RE: Agent Authorization Form Requested for Tom Van Camp

Good afternoon, Alaina.
I have attached the Appointment of Agent form signed by Mr. Van Camp.

Sincerely,

Larisa Fitch
Paralegal to Thomas Van Camp
Van Camp, Meacham & Newman, PLLC
2 Regional Circle
Pinehurst, NC 28374
Tel: 910-295-2525
Fax: 910-295-5101
Email: larisag@vancamplaw.com

CONFIDENTIAL & PRIVILEGED

Unless otherwise indicated or obvious from the nature of the above communication, the information contained herein is attorney-client privileged and confidential information/work product. The communication is intended for the use of the individual or entity named above. If the reader of this

transmission is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error or are not sure whether it is privileged, please immediately notify us by return e-mail and destroy any copies, electronic, paper or otherwise, which you may have of this communication.

From: Tom VanCamp <thomasv@vancamplaw.com>
Sent: Wednesday, April 3, 2024 3:33 PM
To: Larisa Fitch <larisag@vancamplaw.com>
Subject: FW: Agent Authorization Form Requested for Tom Van Camp

From: Alaina Mallette <amallette@southernpines.net>
Sent: Wednesday, April 3, 2024 3:19 PM
To: Tom VanCamp <thomasv@vancamplaw.com>
Cc: Paul Saathoff <psaathoff@koontzjones.com>; blevy@talamorefamily.com; BJ Grieve <BJGrieve@southernpines.net>
Subject: Agent Authorization Form Requested for Tom Van Camp

Good afternoon, Tom,

Per our conversation today, we will need an agent authorization form signed by you and the property owner/applicant in order for you to submit materials as part of the special use permit amendment application. You can find the agent authorization form on Page 4 of this form: [Special-Use-Permit \(southernpines.net\)](https://www.southernpines.net/Special-Use-Permit).

We have until tomorrow at 12:00 p.m. to get the agent authorization form in order for the information to be included in the Town Council packet for next Tuesday's meeting. Otherwise, we will return the documents to you prior to the hearing for you to enter into the record as an exhibit during the evidentiary hearing.

Thank you,
Alaina

Alaina Mallette, MSc
Senior Planner
Town of Southern Pines
801 SE Service Road
Southern Pines, NC 28387
Office: (910) 692-4003
<http://www.southernpines.net/>

