



MINUTES

Tuesday, July 22, 2025: 5:00 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

3. TOWN MANAGER'S COMMENTS

Town Manager Reagan Parsons reviewed the agenda.

a. Adopt Agenda

Mayor Pro Tem Pate moved to adopt the meeting agenda as shown, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

4. PUBLIC COMMENTS

Arthur Mason, 795 W. New Hampshire Ave, requested that Pool Park be renamed J. Pleasant Hines Park to honor him as the first black mayor in West Southern Pines and name the pool after Joe R. Wynn who worked for West Southern Pines as a supervisor for the Parks and Recreation Department. Mr. Mattox presented the Council with a signed petition.

Tessie Taylor of Southern Pines presented a short background on the area of Pool Park, and the history of J. Pleasant Hines and Joe R. Wynn. Ms. Taylor presented to the Council a copy of a pilot newspaper article dated 6-24-64 on the opening of the pool and Mr. Wynn is pictured.

Sue Hitchcock of Southern Pines requested an adjustment to her water bill which was high due to a malfunctioning meter, presenting evidence and a bill from a plumber.

Dorothy Brower, 102 Eastman Road, complimented Lt. Jack Austin, who recently retired, on his involvement with the West Southern Pines community watch program and participation in many community activities. Ms. Brower wished to extend her gratitude and thanks to Lt. Austin and hopes he has a wonderful retirement.

Ms. Brower complimented Ana Risano from the Pilot Newspaper on being awarded 1st and 2nd place National Newspaper Association awards as well as 3rd place North Carolina Press Association Press Award.

Nora Bowman, 740 S. Hill Street, asks that the Council consider placing signage in West Southern Pines to celebrate its historical value.

5. COUNCIL UPDATES & DISCUSSION

a. Fleet Maintenance Facility

Staff will present updates on this project.

Asst. Town Manager/Fire Chief Mike Cameron and Town Engineer James Michel presented a PowerPoint presentation to the Council regarding the status of the current fleet maintenance facility, improvements requested as well as approaching the project with a design build method instead of the normal process.

6. CONSENT AGENDA

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

Motion passed.

a. Approve Early Termination of an Interlocal Agreement with Moore County for GIS Services.

The Town and Moore County mutually wish to terminate a five-year agreement made in June of 2023 regarding the provision of certain GIS services no longer necessary due to having transitioned to a new work order system.

b. Approve Meeting Minutes

Staff has prepared the following meeting minutes for approval:

- June 10, 2025, Town Council Business Meeting
- June 24, 2025, Town Council Work Session

c. Revisions to the Fats, Oils, and Grease (FOG) Ordinance

Revisions to Chapter 50 of the Code of Ordinances, Water and Sewer Use, are being proposed to update and clarify the requirements of the Town's Fats, Oils, and Grease policy aka Mandatory Grease Traps.

d. Resolution #1119 - Directing the Clerk to Investigate an Application for Voluntary Annexation AX-02-25

An application has been received for the annexation of 1271 Old US Hwy No. 1.

7. ACTION ITEMS

a. CONSIDER CONTINUANCE TO AUGUST 12: AR-05-25: Architectural Compliance Permit for Pinehurst Hyundai at 1480 US Highway 1

Penney Design Group requests an Architectural Compliance Permit on behalf of Southern Pines Automotive, LLC for a 23,688-square-foot single-story automotive dealership. This item was discussed and continued on June 10. The applicants have requested another continuance to August 12 in order "to give the strongest possible presentation for the Town Council's consideration."

Planning Director BJ Grieve presented an update on this request and shared that the applicant requested that the item be continued to the August 12th meeting.

Councilmember Petersen moved to continue AR-05-25 to the August 12, 2025, Town Council Business Meeting. The motion was seconded by Councilmember Goodman and the vote was unanimous.

Motion passed.

b. Approve RA-01-25: Resolution of Intent to Vacate Right of Way

Bantembo, LLC requests the abandonment of 852 square feet of town right-of-way located at the corner of W. Wisconsin Ave. and S. Bennett St. The property is adjacent to the parcel currently owned by Bantembo, LLC and identified as PIN 858100075283 (PARID 20190227).

Planning Director Grieve presented the request to the Council. The item is intended to correct a previous error in which a resolution of intent was approved but a public hearing was never held.

Councilmember Petersen voiced her displeasure at the request.

Councilmember Goodman moved to approve RA-01-25: Resolution of Intent to Vacate Right of Way, seconded by Councilmember Gray and the vote was as follows:

- Mayor Clement: aye
- Mayor Pro Tem Pate: aye

- Councilmember Petersen: nay
- Councilmember Gray: aye
- Councilmember Goodman: aye

Motion passed.

c. Consider Re-Naming Pool Park to J. Pleasant Hines Park

Staff is replacing and re-branding outdated signs at various facilities. This initiative prompted discussion on the names of certain parks. At the June 24th Council work session, the Town Council expressed consensus for renaming "Pool Park" in honor of J. Pleasant Hines, the first Mayor of incorporated West Southern Pines. Council directed staff to share this pending change with the community ahead of formal adoption on July 22. A memo is included in the packet that details this outreach.

Asst. Town Manager Jessica Roth presented background to the request.

Councilmember Petersen moved to re-name Pool Park as J. Pleasant Hines Park, seconded by Councilmember Gray; the vote was unanimous.

Motion passed

Councilmember Petersen moved to name the Town of Southern Pines Pool to Joe R Wyn Pool at J. Pleasant Hines Park, seconded by Councilmember Gray; the vote was unanimous.

Motion passed

8. PUBLIC HEARINGS – LEGISLATIVE

a. Planning Department Administrative Fee Revisions

Planning Department staff have prepared revised administrative fees and, in accordance with North Carolina General Statute 160D-805, have provided notice of an opportunity for public comment at the July 22, 2025 Regular Meeting.

Mayor Clement opened the hearing.

Planning Director Grieve presented the proposed fee revisions to the Council.

Public comment was opened, and no public comments were voiced.

Mayor Clement closed the hearing.

Mayor Pro Tem Pate moved to approve the Administrative Fee Revisions, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

b. Z-03-25 Hale Street Cottages (fka Village Walk) Conditional Zoning District

Trevor Hansen of Koontz Jones Design PLLC, on behalf of Moore HL Properties Inc., has submitted a request to rezone five parcels in between SW Service Road and S Hale Street from Office/Service (OS) to Residential Mixed Housing Conditional Zoning District (RM-1CD) with several proposed conditions. The application includes both a rezoning and a Major Subdivision Preliminary Plat. A separate evidentiary hearing will be held on the Major Subdivision Preliminary Plat. The legislative hearing for the Conditional Zoning District was opened at the May 13, 2025 Business Meeting and continued to the July 22, 2025 Business Meeting.

Mayor Clement opened the hearing.

Planner I James Broadwell presented the application and staff report.

Travis Green of Legacy Construction and HL Properties addressed the Council to clarify some of the proposed details.

Discussion ensued.

Mayor Clement asked that the town homes include variations in the architectural design as part of Condition #11.

Councilmember Petersen requested that Condition #24 wording be changed from "may plant wildflowers" to "shall plant wildflowers".

Trevor Hanson of V3 Companies, formally Koontz Jones Design, on behalf of the applicant, presented their request to the Council.

The applicant stated that they will endeavor to keep the mature trees in response to Councilmember Petersen's questions.

Public Comments

Janet McSwain, 1150 W Low Ave., shared her dislike of the new construction in the West Southern Pines and feels the rising price of homes in the area is a detriment to the community.

- Councilmember Gray thanked Ms. McSwain for her comments and reference the Town's Comprehensive Plan which speaks of workforce housing and middle housing. Mr. Green indicated that he has been working with the local committees to address the lack of middle housing.

Norah Bowman, 740 S. Hill St. requested a price point for the development and shared that she likes the change in signage and name change.

Mayor Clement closed the hearing.

Planning Director Grieve read the motion aloud: That, after reviewing the proposed Conditional Zoning District and after considering the criteria for approval of zoning map amendments found in UDO §2.17.9 the proposed amendment to the Town of Southern Pines Zoning Map is reasonable, in the public interest, and consistent with the current character of the West Southern Pines Character District and the criteria set forth in the Town of Southern Pines Unified Development Ordinance §2.17.9 and for further reasons as set forth on page 22 of 23 of the staff report.

Mayor Pro Tem Pate so moved, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

Planning Director Grieve read the motion into the record: And therefore, I move to approve Z-03-25 with the conditions submitted by the applicant and with Conditions #11 and #24 as modified at the hearing and agreed to by the applicant for the RM1 Conditional Zoning District.

Mayor Pro Tem Pate so moved, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

9. PUBLIC HEARINGS – EVIDENTIARY

a. MAPP-01-25: Hale Street Cottages (fka Village Walk) Major Subdivision Preliminary Plat

Trevor Hansen of Koontz Jones Design PLLC, on behalf of Moore HL Properties Inc., has submitted a request for a major subdivision preliminary plat to subdivide +2.86 acres of land into 12 single-family 0.04-acre lots, three four-family 0.08-acre lots, and one common area 2.17-acre lot—a total of 16 lots. This application must be preceded by approval of a Conditional Zoning District.

Mayor Clement opened the hearing.

Mayor Clement swore in pending witnesses for the hearing.

Town Attorney McCarley asked the councilmembers to disclose the following relative to the application and property: any specialized knowledge; a fixed opinion not subject to change; close relation to the applicant or property owner; and/or a financial interest in the outcome. All parties responded "no".

Planner James Broadwell presented the application and staff report to the Council.

Application = Exhibit A

Staff report = Exhibit B

The applicant did not have a presentation to share.

Public comment was opened and none voiced.

Mayor Clement closed the hearing.

Mayor Pro Tem Pate moved to adopt Attachment 1 of the staff report, as drafted, as Findings of Fact regarding the proposed Preliminary Plat MAPP-01-25, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

Mayor Pro Tem Pate moved to approve the Preliminary Plat MAPP-01-25, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

b. MAPP-02-25: Murray Hill Road Townhomes Major Subdivision Preliminary Plat

Mr. Paul Saathoff of Koontz Jones Design, PLLC, on behalf of On Your Lot, Inc. (Value Build Homes), has submitted a Major Subdivision Preliminary Plat application pursuant to the Town of Southern Pines Unified Development Ordinance (UDO) §2.20. The plat intends to subdivide the two parent tracts into 20 townhomes and 1 single-family dwelling. Per the Moore County tax records, the property is identified as PARID 00052146 and 00048691, which comprise 2.06 total acres.

Mayor Clement opened the hearing.

Mayor Clement swore in pending witnesses for the hearing.

Town Attorney McCarley asked the councilmembers to disclose the following relative to the application and property: any specialized knowledge; a fixed opinion not subject to change; close relation to the applicant or property owner; and/or a financial interest in the outcome. All parties responded "no".

Planner James Broadwell presented the application and staff report to the Council.

Application = Exhibit A

Staff report = Exhibit B

Paul Saatoft of Koontz Jones plus V3, presented the application to the Council.

Councilmember Petersen questioned if the site would be graded and Mr. Saatoft indicated that they would retain as much vegetation as possible, with Councilmember Petersen expressing her displeasure at the flexibility left in the wording.

Councilmember Goodman added that sometimes grading is needed to comply with stormwater runoff requirements.

Town Attorney McCarley was questioned on whether a limit on the percentage of trees removed could be placed in the decision, and he stated that technically they could but feels the language that is being proposed is a good compromise and suggests leaving the detailed arguments to the staff as they know the Council's preferences on the matter.

Discussion ensued with Councilmember Petersen expressing her displeasure at the drawings that depict mature landscaping which wouldn't occur for 10 - 15 years.

Discussion ensued regarding a woodpecker study being scheduled if approval is given today.

Councilmember Goodman requested more information on Value Build Homes, the developer.

Mayor Clement questioned the placement of the roads being slightly off so that they don't line up. Town Manager Parsons shared that the Town Engineer had reviewed the street placement in

relation to the Murray Hill Rd. intersection. Concern was voiced over the numerous entrances to Murray Hill Rd. and their effect on traffic.

Councilmember Goodman added that moving the single-family home driveway off of Murray Hill Rd. to Blue Jay would improve the plan. He also suggested that a pedestrian walkway be placed between Penny and Blue Jay to the crosswalk.

Mayor Clement questioned Mr. Saatoff on the readiness of the plan and Mr. Saatoff stated that the plan had been in development for many years, and they have been working with town staff to achieve the best layout possible while retaining the existing single-family home.

Discussion ensued.

Mayor Clement stated she would feel more comfortable not voting on the plan until the next meeting, until more concrete suggestions or alterations could be made to the plan.

Councilmember Goodman moved to continue MAPP-02-25: Murray Hill Road Townhomes Major Subdivision Preliminary Plat hearing to the August 12, 2025 meeting, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

c. PD-01-25: Tommy's Car Wash Preliminary Development Plan (Morganton Park South)

Bob Koontz, on behalf of Carolina Car Wash, LLC, has submitted a Preliminary Development Plan application pursuant to §2.18.5 of the Town of Southern Pines Unified Development Ordinance to develop an express car wash facility on +1.84 acres situated on the south side of Morganton Road between Patriot Boulevard and Carolina Green Parkway. The parcel is identified as PIN 857100588078 (PARID 98000749) and is owned by MSP Outlots, LLC.

Mayor Clement opened the hearing.

Mayor Clement swore in pending witnesses for the hearing.

Town Attorney McCarley asked the councilmembers to disclose the following relative to the application and property: any specialized knowledge; a fixed opinion not subject to change; close relation to the applicant or property owner; and/or a financial interest in the outcome. All parties responded "no".

Town Planner Mason Mattox presented the application and staff report to the Council.

Staff report = Exhibit A

Staff presentation = Exhibit B

Town Planner Mattox highlighted the number of trees that have been maintained on the site by the developer as a condition of MAPP-04-24.

Discussion ensued.

Mayor Pro Tem Pate asked if there was a waiting area inside the building or if the car wash was drive-through only and was told the facility would be drive-through, though a small area inside is accessible to the public as a mat washing area.

Mr. Paul Saatoff, representing the applicant, presented the project to the Council.

Applicant Presentation = Exhibit C

Councilmember Petersen asked what chemicals were to be used and Mr. Saatoff is unable to specify other than that they are to be biodegradable and that the design allowed them to capture and reuse a portion of the water.

Tim Carpenter of LKC Engineering shared that the facility housed a internal post-treatment system that allowed them to be low-water user.

Mayor Clement opened public comment and none were voiced.

Mayor Clement closed the hearing.

Councilmember Goodman moved to adopt Attachment 1 of the staff report, as drafted, as Findings of Fact for PD-01-25, seconded by Mayor Pro Tem Pate; the vote was unanimous.
Motion passed.

Councilmember Goodman moved to approve the Preliminary Development Plan for PD-01-25 with the five Conditions of Approval as set forth in the staff report, seconded by Mayor Pro Tem Pate; the vote was unanimous.
Motion passed.

10. COUNCIL ROUNDTABLE

Councilmember Goodman would like to further discuss Ms. Hitchcock's water issue. Town Manager Parsons will further investigate the paperwork she provided and follow-up.

- Councilmember Petersen voiced the possibility of covering the plumbers bill as well.

Councilmember Petersen shared her displeasure in the state of the right of way cleared for sewer rehab, feeling that the landowner is then left with no landscaping. Councilmember Petersen has a list provided by NC Cooperative Extension Service of plants safe for sewer systems and requested a meeting with Graham Purcell and Ron Istre regarding replanting.

Mayor Pro Tem Pate has nothing to share.

Councilmember Gray commended Asst. Town Manager Roth on the amount of work she put into the renaming of Pool Park in such a short time period.

Mayor Clement addressed the mention of signage around West Southern Pines and feels the Town is slowly addressing signage all around the Town and lately, at Pool Park, and West Southern Pines will be addressed also. Town Manager Parsons shared that the topic would be revisited once the grant funding for a historic district is known.

11. CLOSED SESSION

a. Closed Session as authorized in N.C.G.S. §143-318.11(a)(5)

Council will discuss the potential acquisition of real property.

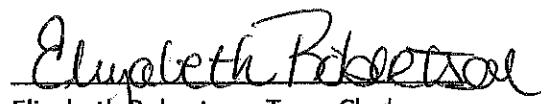
Councilmember Petersen moved to enter closed session at 9:36 pm, seconded by Councilmember Goodman; the vote was unanimous.

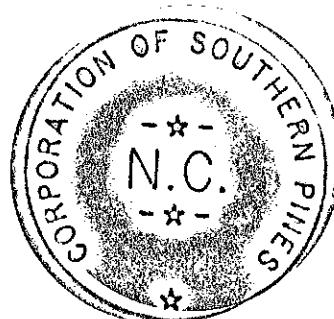
Motion carried.

12. ADJOURNMENT

Upon motion by Councilmember Petersen, seconded by Councilmember Goodman and carried unanimously, Council adjourned at 10:11 pm.

Respectfully submitted:


Elizabeth Robertson, Town Clerk



**RESOLUTION APPROVING THE TERMINATION OF MOBILE 311 INTERLOCAL
AGREEMENT WITH THE TOWN OF SOUTHERN PINES
MOORE COUNTY BOARD OF COUNT COMMISSIONERS
MOORE COUNTY, NORTH CAROLINA**

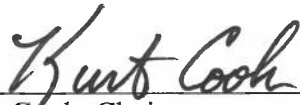
WHEREAS, on April 18, 2023, the Town of Southern Pines and the County of Moore entered an Interlocal Agreement for Moore County GIS to host its web map to facilitate work orders in Mobile 311 utilized by the Town; and

WHEREAS, this service is no longer needed; and

WHEREAS, now the parties agree to terminate this agreement effective the 15th day of July, 2025.

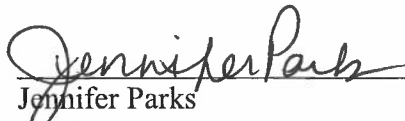
THEREFORE BE IT RESOLVED the Moore County Board of Commissioners approves the termination of the Interlocal Agreement with the Town of Southern Pines effective July 15, 2025 and authorizes the Chair to sign this Resolution and the attached Termination Agreement.

Adopted on this 15th day of July 2025.



Kurt Cook, Chairman
Board of Commissioners

Attest:



Jennifer Parks
Clerk to the Board



TERMINATION OF INTERLOCAL AGREEMENT

This Agreement, made and entered into this the 15th day of July 2025, by and between the Town of Southern Pines, a municipal corporation organized and existing pursuant to the laws of the State of North Carolina, Party of the First Part and hereinafter referred to as the TOWN and the COUNTY of MOORE, a political subdivision of the State of North Carolina established and operating pursuant to the laws of the State of North Carolina, Party of the Second Part and hereinafter referred to as the COUNTY;

WITNESSETH:

WHEREAS, the Town and the County previously entered an Interlocal Agreement on April 18, 2023, for Moore County GIS to host its web map to facilitate work orders in the Mobile 311 utilized by the Town; and

WHEREAS, this service is no longer needed; and

WHEREAS, the Town and the County mutually agree to terminate this Interlocal Agreement effective July 15, 2025

IN WITNESS WHEREOF, the Town of Southern Pines has caused this Agreement to be signed in its name by its Mayor, attested by its Clerk, and its Official Seal to be hereunto affixed, and THE COUNTY OF MOORE has caused this agreement to be signed in its name by the Chair of the Board of Commissioners and attested by the Clerk of its Board and its Official Seal to be hereunto affixed, the day and year first above written.

TOWN OF SOUTHERN PINES, NORTH CAROLINA

By: _____
Taylor Clement, Mayor

ATTEST:

Beth Robertson, Town Clerk

****Signatures continue on the following page****

COUNTY OF MOORE, NORTH CAROLINA

By: Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

ATTEST:

Jennifer Parks
Jennifer Parks
Clerk to the Board





RESOLUTION #1119
DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER
G.S. 160A-31
AX-02-25: 1271 Old US Hwy No. 1

WHEREAS, a petition requesting annexation of an area described in said petition was received on June 26, 2025, by the Town Council of the Town of Southern Pines; and

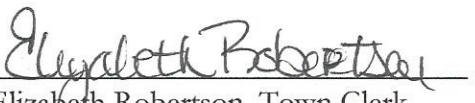
WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Southern Pines deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southern Pines that the Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of her investigation.

Adopted this 22nd day of July, 2025.

I certify that this Resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on July 22, 2025, as shown in the Minutes of the Town Council meeting for that date.


Elizabeth Robertson, Town Clerk





RESOLUTION #1120
NOTICE OF INTENT TO VACATE SECTION OF TOWN RIGHT-OF-WAY
FOR WEST WISCONSIN AVENUE AND SOUTH BENNETT STREET
RA-01-25

WHEREAS, Bantembo, LLC has submitted a request for the vacation of a section of right-of-way for West Wisconsin Avenue and South Bennett Street;

WHEREAS, G.S. 160A-299 authorizes the Town of Southern Pines Town Council to close any street or public alley within the Town;

WHEREAS, the Town of Southern Pines owns the aforementioned section of right-of-way; and

WHEREAS, the section of right-of-way for which the petitioner has requested vacation is shown on the Town street listing and transportation map; and

WHEREAS, the Town has no current or future plans to improve the section of right-of-way; and

WHEREAS, the existing Town sewer and water lines along the South Bennett Street and West Wisconsin Avenue rights-of-way are not located within the section of right-of-way to be vacated; and

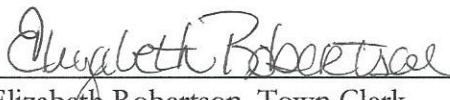
WHEREAS, pursuant to § 2.29.2 of the Unified Development Ordinance, in order for a street or alley to be vacated, the Town Council must adopt a Resolution of Intent to Vacate and hold a public hearing.

NOW THEREFORE, BE IT RESOLVED by the Town of Southern Pines Town Council at its regular business meeting held on July 22, 2025, that:

1. The Town of Southern Pines hereby intends to vacate the section of right-of-way for West Wisconsin Avenue and South Bennett Street as described in the legal description attached hereto as Exhibit A.
2. A public hearing will be held during the regular business meeting of the Town of Southern Pines Town Council on August 12, 2025, at 6:00 PM to consider adopting an Order to vacate the section of Town right-of-way for West Wisconsin Avenue and South Bennett Street as described in the legal description attached hereto as Exhibit A.

Adopted this the 22nd day of July, 2025.

I certify that this Resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on July 22, 2025, as shown in the Minutes of the Town Council meeting for that date.


Elizabeth Robertson, Town Clerk



Resolution #1020
Exhibit A

Beginning at a new iron stake located S 60°51'29" E 14.61' from an existing iron stake in the Southern Right of Way of S. Bennett St., thence S 60°51'29" E 13.72' to an existing iron pipe, thence N 53°28'34" E 65.32' to an existing concrete monument in the Southern Right of Way of W. Wisconsin Ave., thence N 36°31'52" W 12.50' to a new iron stake in the Southern Right of Way of W. Wisconsin Ave., thence S 53°28'34" E 70.97' to the Beginning. Containing 852sq.ft. and being the South Eastern portion of a Deed to the Town of Southern Pines recorded in Deed Book 5469, Page 128.



ORDINANCE #3137
AMENDMENT TO CODE OF ORDINANCES OF THE TOWN OF SOUTHERN
PINES CHAPTER 32, §32.046

THAT WHEREAS, after notice being duly given in accordance with the law both in a prominent location on the Town of Southern Pines' website and in a prominent physical location at 125 SE Broad Street and 801 SE Service Road, an opportunity for public comment on increased subdivision and other development fees was provided by the Town Council of Southern Pines, North Carolina at its regular meeting held on July 22, 2025 at 6:00 PM.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Town Council of the Town of Southern Pines, North Carolina, in regular session assembled on the 22nd day of July, 2025, that Chapter 32 Planning and Development Department; §32.046 Fees of the Code of Ordinances of the Town of Southern Pines be amended as follows:

Section 1. That fees for the Planning Department set forth in §32.046 of the Code of Ordinances of the Town of Southern Pines are hereby to appear as follows, including footnotes 1, 2 and 3:

<i>Department</i>	<i>Description</i>	<i>Fee</i>
Planning	Board of Adjustment - Variance	\$610
Planning	Board of Adjustment - Appeal of a Determination of an Administrative Official	\$610
Planning	Architectural Review - Town Council	\$370
Planning	Architectural Review - Staff	\$120
Planning	Special Use Permit	\$1,840
Planning	Major Subdivision Preliminary Plat	\$1,840
	- Additional per lot fee	\$30
Planning	Zoning Map Amendment	\$1,840
Planning	Conditional Zoning District Map Amendment	\$1,840 ¹
Planning	Planned Development District - CDP	\$2,210
Planning	Planned Development District – PDP	\$2,210
	- Additional per lot fee w/ Preliminary Plat	\$30
Planning	Planned Development District - FDP	\$610
Planning	Unified Development Ordinance Text Amendment	\$1,230
Planning	Comprehensive Plan Amendment	\$920
Planning	Subdivision Review Minor Final Plat	\$180
Planning	Subdivision Review Major Final Plat	\$180
	- Additional per lot fee	\$30
Planning	Subdivision Performance Guarantee	\$170
Planning	Exempt Survey	\$30
Planning	Historic District Certificate of Appropriateness, Major Works	\$300
Planning	Historic District Certificate of Appropriateness, Minor Works	\$60
Planning	Zoning Permit ²	\$60

Planning	Site Plan Review - Major (≥ 1 acre)	\$2,460
Planning	Site Plan Review - Minor (≤ 1 acre)	\$610
Planning	Site Plan Re-Review - Major (≥ 1 acre) ³	\$610
Planning	Site Plan Re-Review - Minor (≤ 1 acre) ³	\$180

¹Administrative fee is reduced by 50% for projects located within a Character District zoning overlay.

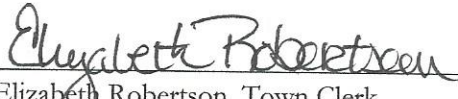
²Includes review of residential and commercial Building Permits for zoning compliance, as well as the following types of permits: Temporary Uses or Structures, Special Event, Fence, Sign, Home Occupation, Mobile Food - Vendor, Mobile Food - Property Owner and Sidewalk Café/Street Furniture. Also includes Zoning Verification Letters and Eligible Facilities Requests (cell towers).

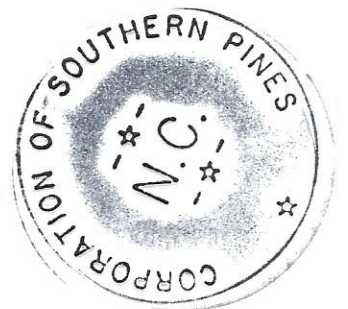
³Charged beginning with third submittal if third submittal is not approved.

Section 2. That this Ordinance shall be and shall remain in full force and effect from the date of its adoption.

Adopted this 22nd day of July, 2024.

I certify that this Ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on July 22, 2025 as shown in the Minutes of the Town Council meeting for that date.


Elizabeth Robertson, Town Clerk





ORDINANCE #3139
AMEND THE ZONING MAP OF THE TOWN OF SOUTHERN PINES
Z-03-25

THAT WHEREAS, after notice duly given according to law, a public hearing was opened before the Town of Southern Pines Town Council at its regular business meeting on July 22, 2025, at 5:00 PM for the purpose of considering and passing of an ordinance amending the Zoning Map of the Town of Southern Pines, North Carolina; and

WHEREAS, after the completion of said public hearing on July 22, 2025, and upon consideration of the reasonableness of the request, compliance with the criteria for a zoning map amendment found in UDO §2.17.9, as well as consistency with the adopted 2040 Comprehensive Plan, the Southern Pines Town Council approved petition Z-03-25 to amend the Zoning Map of the Town of Southern Pines;

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Town of Southern Pines Town Council, in regular session assembled on the 22nd day of July, 2025:

Section 1. That the Zoning of the Town of Southern Pines on file in the office of the Town Clerk be amended to reflect that the five subject parcels totaling +2.86 acres of land—identified as PIN 857108887345 (PARID 96000398), PIN 857108888362 (PARID 00039171), PIN 857108889334 (PARID 00033309), PIN 857108980445 (PARID 00039172), and PIN 857100981555 (PARID 20190151) owned by Moore HL Properties, Inc in Moore County tax records—is zoned Residential Multifamily-1 (RM-1) Conditional Zoning District with the following final list of conditions on that district and as depicted on the site plan attached to this Ordinance:

List of Final Conditions:

Development Standards (Deviations from RM-1 Standards)

1. Land uses shall be limited to LBCS 1111 single-family detached residences and LBCS 1112 single-family attached residences.
2. The subject property is within the Watershed Protection Overlay District. 2.86 acres of 5/70 exemption allocation shall be granted with the Hale St Cottages conditional zoning application, Z-03-25.
3. Single-family attached townhome lots 11-16 shall be permitted to have up to three (3) stories and may exceed the Town's RM-1 District maximum building height from forty (40) feet up to forty-five (45) feet.
4. Single-family attached townhome lots 17-22 shall be permitted to have up to two (2) stories and will not exceed the Town's RM-1 District maximum building height of forty (40) feet.
5. There shall be no minimum lot size.
6. Single-family detached lots shall have a minimum lot width of 40'.
7. Single-family detached lots shall have a minimum 15' front setback, 5' interior side setback and 25' rear setback.
8. Within the single-family detached lots, accessory dwelling units shall be allowed to encroach into the rear setback up to 10'.
 - a. Accessory dwelling units up to fifteen (15) feet in building height shall be allowed to encroach the full ten (10) feet. The setback encroachment shall be reduced by two

(2) feet for every for every one (1) foot of height for accessory dwelling units exceeding fifteen (15) feet in height.

9. Single-family attached units along the SW Service Rd and US Hwy 1 shall have a 10' side setback and 25' rear setback.
10. Single-family attached lots/units fronting the SW Service Rd right-of-way shall permit an Urban Transition Highway Corridor Overlay building setback reduction from 75' to 50'.

Architecture

11. Single-family detached cottages and single-family attached townhomes will generally reflect the architectural style shown in the included elevation Exhibits. The single-family attached townhomes shall incorporate depth and variety in articulation, design appearance, and color. Bump outs, porches, changing roof directions, variations in roofline, and/or design characteristics that achieve commensurate depth in design may be used to accomplish this standard.
12. A minimum of four (4) of the ten (10) single-family detached homes facing Hale St will be 1.5 story units.

Streets and Access

13. The main entrance to the site shall be provided by a shared private driveway from the SW Service Road.
14. The shared private drive shall have a 20' minimum width.
15. The SW Service Rd Entrance shall serve as the main construction entrance for the site during construction. Construction traffic shall not be allowed onto Hale St except the installation of project critical items that require work on the street.

Garages and Parking

16. For the single-family detached residences, a maximum of two (2) parking spaces shall be provided within a garage, car port, and/or surface spaces or combination of.
17. For single-family detached lots with an accessory dwelling unit, one (1) additional parking space shall be allowed. The additional parking space shall be contained within the lot on a hardscape surface off the shared rear driveway.
18. For the single-family attached townhome lots 17-22, a maximum of two (2) surface parking spaces shall be provided.
19. For the single-family attached townhome Lots 11-16, a maximum of two (2) parking spaces shall be provided as either two (2) surface parking spaces, or one (1) surface parking space and one (1) attached-garage space.

Landscape Buffers

20. The Highway yard buffer along the SW Service Rd shall be 50' in width and require an HOA controlled and maintained landscape easement. The 30' of width outside of the sewer easement shall be a vegetated buffer per the Town's buffer requirements, Section 4.3.4. The 20' of width within the sewer easement shall be vegetated with a native grass seed mix.
21. Within the 50-foot highway yard buffer, any existing mature trees shall be retained and protected, as is practicable considering utility placement, grading, driveway, SW Service Rd entrance, and stormwater structures.
22. Side yard landscape buffers shall be 20-25' in width and be allowed to meander outside of required buffer widths to obtain required calculations. Areas outside the sewer easement shall be a vegetated buffer per the Town's buffer requirements, Section 4.3.4. Areas within the sewer easement shall be vegetated with a native grass seed mix.
23. In tighter areas where there is limited space for required plantings, "double counting" of landscape buffer large trees and street trees shall be allowed.
24. Buffer areas within utility easements shall be revegetated with native wildflower seed mix.

Stormwater

25. Stormwater management for the site shall meet pre/post requirements and be conducted via a combination of rain gardens, depressions, bioswales, underground cisterns, and/or retention ponds on each lot, within the common open space, or a combination of the two.

Existing Mature Tree Preservation

26. All existing trees, 10-inch diameter and greater shall be retained within the subject property that do not interfere with the following project elements:
- a. Building footprints
 - b. Vehicular access alleys, driveways, and parking spaces
 - c. Utility installation
 - d. Essential site grading
- Trees identified by the developer and confirmed by Town Staff during site plan review as necessary for removal due to one of the approved reasons noted above may be removed.
 - Trees identified by the developer as unhealthy and at risk of dying, to be confirmed by the Town's Arborist during site plan review, may be removed.
 - Town staff will verify tree protection fence installation for trees counting toward existing vegetation credit under UDO §4.3.13; the developer may request a reduction in tree protection fence radius if needed, and Town staff shall grant these requests if the Town Arborist finds it will not significantly affect tree health and viability.
27. All existing trees within the Hale St right-of-way that do not interfere with project access and utility installation shall be retained.

The subject parcels are as recorded in the Moore County Registry as follows:

TRACT ONE: Being all of Tract 4, containing 1.61 acres, more or less, as described on a Plat entitled "Plan of SHERATON MOTOR INN", dated 7-19-83, prepared by Charles D. Ward, RLS, and recorded in Plat Cabinet 2, Slide 321, Moore County Registry, and being the identical property being conveyed to Southern Pines Motels, Ltd., by Deed recorded in Book 498, Page 634, Moore County Registry.

TRACT TWO: Being all of Tract 5, containing 0.42 acres, more or less, as described on a Plat entitled "Plan of SHERATON MOTOR INN", dated 7-19-83, prepared by Charles D. Ward, RLS, and recorded in Plat Cabinet 2, Slide 321, Moore County Registry, and being the identical property being conveyed to Southern Pines Motels, LTD, by Deed recorded in Book 498, Page 830, Moore County Registry.

TRACT THREE: Being a triangular shaped parcel of land and BEGINNING in the Northwestern corner of Tract 5 according to a Plat entitled "Plan of SHERATON MOTOR INN", dated 7-19-83, prepared by Charles D. Ward, RLS, and recorded in Plat Cabinet 2, Slide 321, Moore County Registry; and running thence with the Western line of Tract 5, South 36° 55.7' West 140.58 feet to an iron stake; thence with the line of Southern Pines Motels, LTD., North 51° 10.6' West approximately 150 feet to a point where the intersection of the Southern right-of-way of South Hale Street intersects the Northern line of Southern Pines Motels, Ltd.; thence with the Southern right-of-way of South Hale Street, North 53° 04.4' East approximately 60 feet to the Northwestern corner of Tract 5 and being the point and place of BEGINNING.

TRACT FOUR: A certain tract or parcel located in the Town of Southern Pines, McNeill Township, Moore County, North Carolina, bounded on the north by S. Hale Street; on the east by Tract Two of the TAMS Properties, LLC property as described in a deed recorded in Record Book 1181, Page 479, Moore County Registry; on the south by the service road adjoining Highway No. 1; on the west by Tract Three of the Tams Properties, LLC property as described in a deed recorded in Record Book 1181, Page 479, Moore County Registry, and being further described as follows:

BEGINNING at an iron pipe in the southeast line of S. Hale Street, said iron pipe being the common corner of Lots 15 and 16, Block R & 8 in the southeast line of South Hale Street; thence with the southeast boundary of Hale Street, South 53-04.4 West 66.00 feet to an iron pipe; thence South 36-55.7 East 318.19 feet, more or less, to an iron pipe in the Old Town Line; thence with the Old Town Line,

South 61-10.6 East 28.08 feet to the line of the US Highway No. One Service Road; thence with the line of the service road, North 30-06.2 East 59.16 feet to an iron pipe; then North 36-55.8 West 66.71 feet to an iron pipe; thence North 08-04.3 East 5.65 feet to an iron pipe; thence North 36-55.7 West 100.00 feet to an iron stake; thence North 81-55.7 West 5.65 feet to an iron pipe; thence North 36-55.7 West 146.00 feet to the BEGINNING. This description is compiled from a survey prepared by Charles D. Ward, RLS recorded in Plat Cabinet 2, Slide 321, Moore County Registry.

Said property is also described as follows: Beginning at the corner of Lots 15 and 16 of Block R & 8, as shown on the official map of the Town of Southern Pines, North Carolina, recorded in Map Book 1, Section 2, Page 70, on the east side of Hale Street, and following the east boundary of Hale Street, South 56-15 West 66 feet to a point; thence South 36-45 East 265 feet to the old town line; thence along said line South 61-45 East 150 feet to a point in Saylor Street, the corner of Lot No. 2; thence North 36-45 West 146 feet; thence North 8-45 West 5.6 feet; thence North 36-45 West 100 feet; thence North 81-45 West 5.6 feet; thence North 36-45 West 146 feet to the point of beginning, containing 1.02 acres, more or less. Being all that property as described in a deed dated September 15, 1950, from Eugene J. Van Camp, et. al. to Oliver Farmer and Annie Farmer, his wife, recorded in Deed Book 170, Page 139, Moore County Registry. Oliver Farmer died a resident of Moore County, North Carolina in 1984 (See File No. 84-E-42, Office of the Moore County Clerk of Court). Annie Mae MacLauchlin Farmer died a resident of Moore County, North Carolina, and left the above-described property to her son, Jack Donnie L. Farmer, by the terms of her Last Will (See File No. 89 E 161, Office of the Moore County Clerk of Court).

This conveyance is made subject to the following:

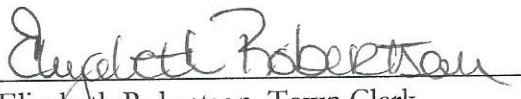
1. Right of Way Agreement from Oliver Farmer and Annie MacLauchlin Farmer to the NC State Highway and Public Works Commission recorded in Deed Book 207, Page 182, Moore County Registry.
2. Easement from Annie MacLauchlin Farmer, widow, to Carolina Power and Light Company recorded in Record Book 513, Page 557, Moore County Registry.
3. Right of Way Easement from Oliver Farmer and Annie Farmer to the Town of Southern Pines, recorded in Record Book 522, Page 693, Moore County Registry.
4. That portion of the property lying within the right-of-way of US Highway No. 1.

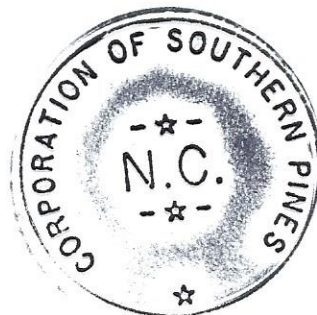
TRACT FIVE: ½ of the closed street, W Iowa Avenue as shown in Book 1923, Page 392 with a tax pin 20190151.

Section 2. That this Ordinance shall be and shall remain in full force and effect from the date of its adoption until otherwise amended.

Adopted this 22nd day of July, 2025.

I certify that this Ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on July 22, 2025 as shown in the Minutes of the Town Council meeting for that date.


Elizabeth Robertson, Town Clerk





**ORDINANCE #3138
AMENDING CHAPTER 50, WATER AND SEWER USE OF THE
TOWN'S CODE OF ORDINANCES**

BE IT ORDAINED by the Town Council of the Town of Southern Pines, North Carolina, in regular session assembled on the 22nd day of July, 2025, that Chapter 50, Water and Sewer Use of the Code of Ordinances be amended as follows:

Replace § 50.062 Compliance with County Sewer Ordinance with the following:

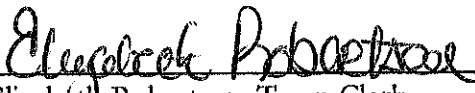
The most recent version of the Moore County Sewer Use Ordinance originally adopted October 27, 1977, is hereby adopted as a part of this chapter in its entirety. All sewage discharges will comply with all future modifications of the Moore County Sewer Use Ordinance, to the extent that the Town is required to comply.

Replace § 50.064 Mandatory Grease Traps with the following:

- (A) All users with the capacity for preparing or processing food, with the sole exception of private, single-family, in-unit, residential units, will be required to install, at their own expense, a suitable grease trap. The user is solely responsible for the installation, maintenance, and operation of the grease trap. Existing service may delay installation for 60 days after notification by the Town Engineer or designee to comply with this division (A).
- (B) The Town Engineer or designee shall establish the standards and policy for the installation, operation, and maintenance of required grease traps.
- (C) Failure to comply will require the Town to discontinue water and sewer service to the users until the user complies with this ordinance.
- (D) Grease Trap fees and charges shall be as established in the fee schedule adopted by Town Council.

Adopted this 22nd day of July, 2025.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of July 22, 2025 as shown in the minutes of the Town Council for that date.


Elizabeth Robertson, Town Clerk

