



## MINUTES

Tuesday, September 9, 2025: 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.

Mayor Clement reviewed the adopted Council Rules and Procedures and stated that she would be adhering to them more closely to ensure that the Agenda is completed in a timely matter.

### 2. PLEDGE OF ALLEGIANCE

### 3. TOWN MANAGER'S COMMENTS

Town Manager Reagan Parsons invited all to the Town's 9/11 ceremony at the Sunrise Stage on Thursday, September 11th at 8:30am.

Town Manager Parsons addressed the Council's request for an update on the status of Application PD-02-25: Penick Village and shared that the applicant has acquired an additional lot, adjusted their plans and filed a new application set to be heard by the Planning Board later in the month.

Town Manager Parsons reviewed the agenda highlighting the following items:

- Please note that the header for Item #6 *Consent Agenda* is missing and that this is a clerical error.
- ask to remove Item #10 *Closed Session* as there are no additional updates at this time.

Councilmember Goodman asked for further clarification on the canceling of Item #10 and discussion ensued.

Councilmember Petersen requested more information on the Antenna Lease, the amount charged, and the proposed increase over the term of the lease and discussion ensued.

Councilmember Petersen requested the following corrections to the minutes up for adoption:

- Bournehorst to Bornhorst
- add that Mr. Bornhorst stated that the flooding issues had been resolved as of the last meeting.

Mayor Pro Tem Pate requested that #10 RFP/Loan Discussion be added.

Mayor Pro Tem Pate moved that Item #7c to leave Exhibit 31 and UDO §8.11 on the agenda and continue UDO §2.18.3 to the September 23rd Work Session; seconded by Councilmember Gray and the vote was unanimous.

Motion passed.

#### a. Adoption of Agenda

Adoption of Agenda

Mayor Pro Tem Pate moved that the Consent Agenda be approved with the following modifications:

- notation of the missing header for Item #6 *Consent Agenda*,
- the modification of Item #7c to leave Exhibit 31 and UDO §8.11 on the agenda and continue UDO

\$2.18.3 to the September 23rd Work Session

- the deletion of Item #10 Closed Session
- the addition of Item #10: RFP/Loan Discussion

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

Motion passed.

**4. PRESENTATION**

**a. Appearance Commission: Sprucing Up Southern Pines Awards**

The Appearance Commission will recognize the 2025 winners.

Cynthia Dowdy and Kate Shinkwin from the Southern Pines Appearance Commission gave a brief presentation and presented the certificates to the award winners.

Residential Nominations:

- 105 E Vermont Avenue
- 420 S. Ashe Street
- 360 Midland Road
- 280 E. Indiana Avenue
- 920 W. Iowa Avenue
- 760 S. Ashe Street

Commercial Nominations:

- 600 SW. Broad Street
- 140 Memorial Park Court
- 135 E. Pennsylvania Avenue
- 270 SW. Broad Street

**5. PUBLIC COMMENTS**

Scott Boulton, 185 Country Club Circle, shared concerns about the storm drainage on Country Club Circle and asked the Town to rectify the issues.

Lewis Beeman, 165 Country Club Circle, shared concerns regarding the storm drainage on Country Club Circle and asked for the Town to rectify the issues.

Joel Carner, 465 E. Delaware, asked if there was a way to restrict the usage of the downtown parking lot once it's renovated so that it could be used for skating during the week when traffic was not as dense.

Shane Fletcher, 260 E. Vermont Ave., shared his concerns regarding the amount of large trucks, high traffic volume, and high-speed limit on Vermont St., a residential street. Mr. Fletcher also feels the intersection of May Street and Vermont Avenue is at risk of accidents and made several recommendations to address these concerns.

Unknown, expressed her concern about changes to the intersections along US 1 and 15/501 Hwy. and requested that the Town speak to the Dept of Transportation regarding the future plan.

**6. CONSENT AGENDA**

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

Motion passed.

**a. Eastman Road Watertank T-Mobile Antenna Lease Amendment**

T-Mobile currently leases space on the Town's water tank at 240 Eastman Road. They have requested to increase the number of antennas on the tank from six to nine, which requires a revision to the existing lease and to extend the lease by two additional five-year terms, beginning October 1, 2029, when the current lease ends.

**b. Approve Resolution #1124-A - Setting a Public Hearing Date for Annexation Application AX-02-25 - 1271 Old US 1 Hwy.**

The Town Clerk requests that the hearing date be amended per Resolution #1124-A to September 23, 2025, to meet legal notice requirements.

The Clerk has issued a Certificate of Sufficiency for annexation application AX-02-25 and is requesting to proceed with setting a public hearing date.

**c. Resolution #1128 Application for Wastewater Collection System Rehabilitation and Replacement Funding**

Staff is working to complete an application for wastewater collection system rehabilitation and replacement funding through the Department of Water Infrastructure. A resolution in support of the application is required to accompany the application. The funding available may come in the form of low interest loans and, depending on application scores and funding availability, has the potential for principle forgiveness.

**d. Resolution #1129 Approval of the 2025-2036 Water and Sewer Capital Improvements Plan**

Staff is working on an application for wastewater collections system rehabilitation and replacement funding. A current Capital Improvement Plan (CIP) covering a minimum of 10 years is needed to maximize application scoring.

**e. Resolution #1130 Approving Local Water Supply Plan**

Staff is requesting that the Town Council adopt the attached resolution to accept the information contained in the 2024 Local Water Supply Plan for the Town of Southern Pines. Once approved by the Town Council, a signed copy of the attached resolution, or an amended version of such, will be provided to the Water Supply Planning Section Supervisor at the Division of Water Resources of the North Carolina Department of Environmental Quality (DEQ). The Local Water Supply Plan cannot be considered compliant with the requirements of NCGS §143-355(1) until an adopted resolution is received by the Division of Water Resources of NCDEQ.

**f. Ordinance #3143, #3144 and #3145 closing the Capital Project Fund - Paving**

Finance has requested the closure of CPF 55 and the transfer of the remaining monies to the Streets Department Contractual line-item.

**g. Ordinance #3147 and #3146 establishing a Capital Project Fund for the purpose of purchasing and renovating 300 SW Broad Street**

An Ordinance establishing a CPF for the purchase and renovation of 300 SW Broad Street as a Town Hall. \$500,000 is being transferred from the General Capital Reserve to establish the fund and cover initial expenses.

**h. Approve Meeting Minutes**

Staff has prepared the following minutes for approval:

- August 12, 2025, Town Council Business Meeting
- August 26, 2025, Town Council Work Session

**7. PUBLIC HEARINGS - LEGISLATIVE**

**a. OA-03-24: Landscaping & Tree Protection Amendments**

A continuation of a legislative public hearing that first began at the November 12, 2024 meeting. The public hearing was first continued one month to the December 17, 2024 meeting. On December 17, 2024 the hearing was continued for three months to the March 11, 2025 meeting. At the March 11, 2025 meeting it was continued again for three months to the June 10, 2025

meeting. At the June 10, 2025 meeting it was continued again for three months to the September 9, 2025 meeting. The public hearing is regarding proposed amendments to the UDO covering topics related to landscaping and tree protection requirements for new commercial development and subdivisions.

Town Planner Mason Mattox addressed the Council and shared that no word had come from Raleigh regarding Senate Bill 382 and staff is anticipating an update before November. Staff requests this item be continued to the November 6, 2025, Town Council meeting.

Mayor Clement advised that the Senate Bill and possible revisions are a frequent topic at the Mayor-Manager meetings.

Mayor Pro Tem Pate moved to continue the hearing for OA-03-24; Landscaping & Tree Protection Amendments to the November 6, 2025, Town Council Business Meeting, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

**b. Z-04-24 & OA-04-24: Zoning Map Amendment and UDO Text Amendments to Create Two Character Districts**

A continuation of a legislative public hearing that first began at the November 12, 2024 meeting. The public hearing was first continued one month to the December 17, 2024 meeting. On December 17, 2024 the hearing was continued for three months to the March 11, 2025 meeting. At the March 11, 2025 meeting it was continued again for three months to the June 10, 2025 meeting. At the June 10, 2025 meeting it was continued again for three months to the September 9, 2025 meeting. The public hearing is regarding the creation of a Downtown Character District and a West Southern Pines Character District.

Town Planner Mason Mattox addressed the Council and shared that no word had come from Raleigh regarding Senate Bill 382 and staff is anticipating an update before November. Staff requests this item be continued to the November 6, 2025, Town Council meeting.

Mayor Clement advised that the Senate Bill and possible revisions are a frequent topic at the Mayor-Manager meetings.

Mayor Pro Tem Pate moved to continue the hearing for Z-04-24 & OA-04-24; Zoning Map Amendment and UDO Text Amendments to the November 6, 2025, Town Council Business Meeting, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

**c. OA-03-25: Unified Development Ordinance (UDO) Text Amendments**

A public hearing regarding proposed amendments to the UDO related to the process to amend Planned Developments, an error on Exhibit 3-1 related to rear setbacks, and clarifying that Technical Review Committee meetings are open to the public.

Mayor Clement opened the hearing for OA-03-25; Unified Development Ordinance Text Amendments.

Town Planner James Broadwell presented the request and staff report to the Council and explained that the amendments would correct technical errors.

Discussion ensued regarding the discussion of items that have the potential to become quasi-judicial hearings.

Mayor Pro Tem Pate moved that after considering the criteria for text amendments found in UDO §2.17.10, the Town Council finds that the proposed text amendments for UDO Exhibit 3.1 and UDO

§8.11 are consistent with the Comprehensive Plan and are a reasonable way to implement that plan for the reasons set forth in the Planning Board's resolution that was included as an attachment to the staff report for OA-03-25, seconded by Councilmember Goodman; the vote was unanimous.  
Motion passed.

Mayor Pro Tem Pate moved to then approve the proposed amendments to the UDO as shown on the attachment to staff report OA-03-25 in the September 9, 2025, Town Council packet, with the following changes: remove UDO §2.18.3. The motion was seconded by Councilmember Goodman and the vote was unanimous.  
Motion passed.

## **8. PUBLIC HEARINGS - EVIDENTIARY**

### **a. MAPP-03-25: East Indiana Ave. Major Subdivision Preliminary Plat**

Colin Webster of The Ascot Corporation has submitted an application to subdivide 4.56 acres located on the west side of East Indiana Ave. near Strathmore St. that are currently zoned RS-2 into seven (7) single-family residential lots.

Mayor Clement opened the hearing and shared a brief explanation of quasi-judicial hearings. Town Attorney Mac McCarley qualified the Council by asking 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 responses were negative. Town Attorney McCarley also asked the applicant if they wished to challenge any members of Council's standing and the response was negative. Mayor Clement swore in pending witnesses for the hearing.

Town Planner Broadwell presented the application and staff report to the Council. The project proposed to divide approximately 4.5 acres just to the south of E. Indiana  
Staff Report = Exhibit A

Staff Presentation = Exhibit B

Councilmember Petersen questioned Condition #1 which reduced the setback for some lots to 20ft from 30ft due to the placement of the septic tanks.

Councilmember Goodman questioned the Planning Board's comments.

Mayor Pro Tem Pate asked if the traffic studies were done before or after the Planning Board's meeting and was told they were done before.

Councilmember Gray questioned Condition #2's mention of the possibility of red-cockaded woodpecker clusters and their location.

Councilmember Petersen asked for the justification for the request for 7 lots over the 5 lots allowed pursuant to UDO §2.19? Town Planner Broadwell explained that the number of lots is what triggered the hearing, not a requirement of the UDO.

Mayor Clement asked if the threshold was met to require a traffic engineer and was told that Town Engineer James Michel and TRC review the applicant did not need one.

Matthew Blake of Ascot Group presented for the applicant.

Councilmember Petersen asked for the dimensions of the septic tanks to be installed. Mr. Blake responded that they were being made but, based on the size of the proposed dwellings, they would measure approximately 4.5ft x 8ft x 6ft.

- Councilmember Petersen asked for the footage of the front of the lot. Mr. Blake did not have the answer with him. Councilmember Petersen stated that she needed that information to make her

decision.

- Councilmember Gray questioned the placement and Mr. Blake clarified.

- Councilmember Petersen asked if the tanks would be in the buffer and Mr. Blake stated that it was unknown until the design was completed.

Discussion ensued regarding the placement of the tanks and lack of details available until the design phase was entered.

Councilmember Petersen questioned Mr. Blake on his length of employment and his employment history. It was established that he was testifying as the applicant and there was no further need to qualify him.

Mayor Clement questioned why the applicant was installing septic rather than tying into the town's sewer system and Mr. Blakely stated that it was due to soil conditions and the lack of existing sewer in the area. Planning staff added that the area was in our ETJ, not within Town limits.

Mayor Pro Tem Pate verified that the applicant was not requesting any changes to the zoning of the lots and staff concurred.

Mayor Pro Tem Pate questioned the preliminary plat submitted showing a 20ft buffer. Town Planner Broadwell stated that it should be updated with 30ft buffer and that is proportional and reasonable in relation to other projects in the area. The applicant did not have an issue with the change to 30ft and said that any issues with the septic tank placement reducing the setback to 20ft could be triaged at TRC.

#### Public Comments

Kristen Osborne, 201 Strathmore, is a neighbor to the property and is at the low-lying property and drainage has been an ongoing issue and fears the construction would exacerbate the issue.

- Councilmember Goodman asked if the DOT's repair addressed the issue. Ms. Osborne stated that it helped for a while, but the ditch filled back in, so the drainage is again an issue.

- Councilmember Goodman asked Town Manager Parsons, who was responsible for the drainage in that area. Town Manager Parsons indicated that it would be either DOT or the adjacent property owners and, without further research, couldn't verify.

- Town Manager Parsons stated that he would inquire with DOT to see if they could address the issue.

Mr. Blake shared that the Ascot would be responsible for handling all stormwater on the construction site.

- Councilmember Goodman questioned what storm water management systems would be installed. Discussion ensued.

Councilmember Petersen questioned Mr. Blake's statement that they could only address stormwater on their property. Mr. Blake stated that they cannot dispense any more stormwater to adjacent properties, and it has to be managed within their own property.

- Councilmember Petersen asked if Mr. Blake considered that a liability on your part in perpetuity? Mr. Blake answered no.

Mayor Pro Tem Pate questioned if the front and rear 30ft setback would be undisturbed and Town Planner Broadwell stated that it only pertained to the trees that were 10 inches or more in diameter.

Mayor Clement asked if the septic tank placement would be addressed in TRC and Town Planner Broadwell confirmed that it would.

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-03-25, seconded by Councilmember Gray; the vote

was as follows:

- Mayor Clement: aye
- Mayor Pro Tem Pate: aye
- Councilmember Petersen: nay
- Councilmember Gray: aye
- Councilmember Goodman: aye

Motion passed.

Mayor Pro Tem Pate moved to approve the Preliminary Plat MAPP-03-25 with the conditions set forth in staff report MAPP-02-25.

Condition 1 – Mature Tree Preservation. All existing trees, 10-inch diameter and larger, within the front setback (30-feet) of the seven lots abutting E. Indiana Avenue shall remain and shall be protected in accordance with the town's tree protection standards, excluding areas required for driveways and/or utility access and easements. The preserved trees shall account for the town's major subdivision street trees requirement.

- Tree protection fencing of at least 6-feet in radius shall be installed where applicable pursuant to UDO §4.3.13. The developer may request a reduction in tree protection fence radius during site plan review; town staff shall grant a requested tree protection fence radius reduction, contingent on the Town Arborist's concurrence that a proposed reduction will not significantly impinge tree viability.

- The Final Plat for MAPP-03-25 shall reflect a note detailing that all trees, 10-inches in diameter and greater, shall be preserved within the front setback.

This condition is pursuant to MAPP Criterion 1, Comprehensive Plan Policies 4.9 and 4.10, and UDO §4.3.13.

Condition 2 – Red Cockaded Woodpecker (RCW) Assessment. The developer shall conduct the necessary RCW assessment to identify any possible cavity trees, possible sensitive foraging area, and overall RCW impact prior to lot clearing.

- Town staff shall verify the study's findings and any necessary adjustments to meet Endangered Species Act (ESA) regulation, in line with the second Major Subdivision criterion.

- The developer shall make any necessary adjustments that result from the findings to adhere to federal ESA regulation and the second Major Subdivision criterion.

This condition is pursuant to MAPP Criterion 2 and Comprehensive Plan Policy 4.9.

The motion was 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.

## **9. ACTION ITEMS**

### **a. Planning Board Appointments**

The Planning Director requests that the Town Council consider reappointing Mr. Matthew Walden to a second term on the Planning Board. The Planning Director also requests that the Town Council consider appointing one of two applicants to fill a vacancy recently created when Ms. Kim Wade completed her second term on August 12, 2025.

Mayor Clement asked if staff had any recommendations and staff stated that their only recommendation was that Matthew Walden be reappointed to another term.

Councilmember Gray asked if any of the applicants were present and would like to speak. No one spoke.

Councilmember Goodman moved to reappoint Matthew Walden to another term on the Planning Board, seconded by Councilmember Gray; the vote was unanimous.  
Motion passed.

Councilmember Gray moved to continue the discussion of the Planning Board applicants to the September 23, 2025, Work Session, seconded by Councilmember Goodman; the vote was unanimous.  
Motion passed.

## **10. RFP LOAN DISCUSSION**

### **a. RFP Loan Discussion**

Town Manager Parsons provided an update on the RFP Loan information for the purchase of 300 SW Broad Street sent to the Councilmembers earlier in the week and the timeline for submittals and approval from LGC.

Discussion ensued regarding interest rates, pre-pay penalties and RFP procedures.

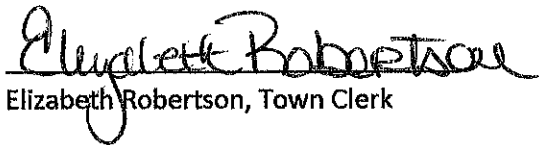
## **11. ADJOURNMENT**

Town Manager Parsons provided an update on the RFP Loan information for the purchase of 300 SW Broad Street sent to the Councilmembers earlier in the week and the timeline for submittals and approval from LGC.

Discussion ensued regarding interest rates, pre-pay penalties and RFP procedures.

Upon motion by Councilmember Gray, seconded by Councilmember Petersen and carried unanimously, Council adjourned at 8:07 pm.

Respectfully submitted:

  
Elizabeth Robertson, Town Clerk



**ORDINANCE #3143**  
**AMEND & CLOSING THE PAVING STREETS PROJECT FUND BUDGET**

**BE IT ORDAINED** by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project budget is hereby amended:

Section 1: The project authorized is to establish a fund for the purpose of resurfacing and ongoing maintenance of existing roads.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amount is reduced for the project:

|              |                     |
|--------------|---------------------|
| Construction | \$ 3,203,170        |
|              | <u>\$ 3,203,170</u> |

Section 4: The following additional amount is appropriated for the project:

|                                          |                     |
|------------------------------------------|---------------------|
| Transfer to General Capital Reserve Fund | \$ 208,575          |
| Transfer to General Fund                 | <u>3,203,170</u>    |
|                                          | <u>\$ 3,411,745</u> |

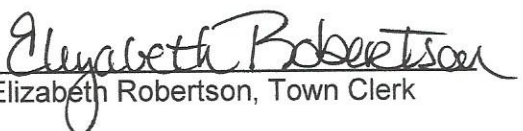
Section 5: The following additional revenue is anticipated to be available to complete this project:

|                         |                   |
|-------------------------|-------------------|
| Interest on Investments | \$ 208,575        |
|                         | <u>\$ 208,575</u> |

Section 6: Copies of this capital project ordinance shall be furnished to the Clerk of the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 7: This ordinance becomes effective September 9, 2025.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of September 9, 2025 as shown in the minutes of the Town Council for that date.

  
Elizabeth Robertson, Town Clerk





**ORDINANCE #3144**  
**AMEND THE GENERAL CAPITAL RESERVE PROJECT BUDGET**

**BE IT ORDAINED**, by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital reserve project budget is hereby amended:

Section 1: The project authorized is for the purpose of acquisition, renovation, and/or construction of major capital facilities and improvements to the Town's infrastructure.

Section 2: The officers of this unit are hereby directed to proceed with the capital reserve fund within the terms of the budget contained herein.

Section 3: The following additional amount is appropriated for the project:

|                                        |                   |
|----------------------------------------|-------------------|
| Transfer to Capital Project Funds      | <u>\$ 208,575</u> |
| Total Additional Project Appropriation | <u>\$ 208,575</u> |

Section 4: The following additional revenue is anticipated to be available for this project:

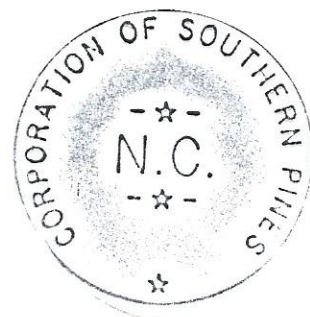
|                                                     |                   |
|-----------------------------------------------------|-------------------|
| Transfer In – Capital Project Fund – Paving Streets | <u>\$ 208,575</u> |
| Total Additional Project Revenues                   | <u>\$ 208,575</u> |

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 6: This amended ordinance becomes effective September 9, 2025.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of September 9, 2025 as shown in the minutes of the Town Council for that date.

  
Elizabeth Robertson, Town Clerk





**ORDINANCE #3146**  
**AMENDING THE GENERAL CAPITAL RESERVE PROJECT BUDGET**

**BE IT ORDAINED**, by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital reserve project budget is hereby amended:

Section 1: The project authorized is for the purpose of acquisition, renovation, and/or construction of major capital facilities and improvements to the Town's infrastructure.

Section 2: The officers of this unit are hereby directed to proceed with the capital reserve fund within the terms of the budget contained herein.

Section 3: The following additional amount is appropriated for the project:

|                                              |                   |
|----------------------------------------------|-------------------|
| Transfer to Capital Project Fund – Town Hall | <u>\$ 500,000</u> |
| Total Additional Project Appropriation       | <u>\$ 500,000</u> |

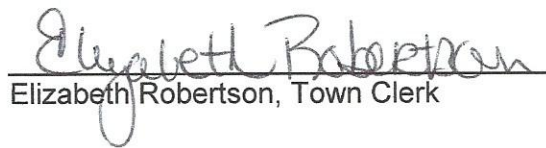
Section 4: The following amount is reduced for the project:

|                                     |                   |
|-------------------------------------|-------------------|
| Transfer to Capital Project Funds   | <u>\$ 500,000</u> |
| Total Reduced Project Appropriation | <u>\$ 500,000</u> |

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 6: This amended ordinance becomes effective September 9, 2025.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of September 9, 2025 as shown in the minutes of the Town Council for that date.

  
Elizabeth Robertson, Town Clerk





**ORDINANCE #3145**  
**AMEND THE 2025-2026 FISCAL YEAR BUDGET**  
**Transfer From Paving Streets Fund**

**BE IT ORDAINED AND ESTABLISHED** by the Town Council of the Town of Southern Pines in regular session assembled this 9<sup>th</sup> day of September, 2025 that the Operating Budget for the Fiscal Year 2025/2026 be and hereby is amended as follows:

| <u>DEPARTMENT</u> | <u>LINE ITEM</u>     | <u>CODE</u> | <u>INCREASE</u> | <u>DECREASE</u> |
|-------------------|----------------------|-------------|-----------------|-----------------|
| General Fund      | Transfer In – Paving | 10-397-5500 | \$3,203,170     |                 |
| Streets           | Paving               | 10-560-7300 | \$3,203,170     |                 |

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of September 9, 2025 as shown in the minutes of the Town Council for that date.

  
Elizabeth Robertson, Town Clerk





**ORDINANCE #3147**  
**ESTABLISHING A CAPITAL PROJECT FUND TO PURCHASE AND UPFIT**  
**300 SW BROAD STREET**

**BE IT ORDAINED** by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project budget is hereby adopted:

Section 1: The project authorized is to establish a fund for the purpose of purchasing 300 SW Broad Street and upfitting the existing facility for use as a Town Hall.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amount is appropriated for the project:

|                          |                     |
|--------------------------|---------------------|
| Building and Upfit Costs | <u>\$ 7,500,000</u> |
|                          | <u>\$ 7,500,000</u> |

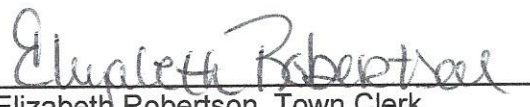
Section 4: The following revenue is anticipated to be available to complete this project:

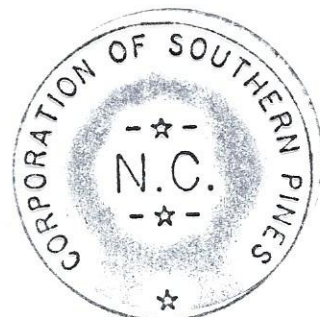
|                                            |                     |
|--------------------------------------------|---------------------|
| Transfer In – General Capital Reserve Fund | \$ 500,000          |
| Financing Proceeds                         | <u>7,000,000</u>    |
|                                            | <u>\$ 7,500,000</u> |

Section 6: Copies of this capital project ordinance shall be furnished to the Clerk of the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 7: This ordinance becomes effective September 9, 2025.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of September 9, 2025 as shown in the minutes of the Town Council for that date.

  
Elizabeth Robertson, Town Clerk





**ORDINANCE #3148**  
**AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE**  
**TOWN OF SOUTHERN PINES**  
**OA-03-25**

**THAT WHEREAS**, after notice being duly given according to law, a public hearing was held before the Town Council of Southern Pines, North Carolina, at its regular meeting held on September 9<sup>th</sup>, 2025 at 6:00 PM for the purpose of considering an amendment to the zoning text of the Unified Development Ordinance of the Town of Southern Pines, North Carolina; and

**WHEREAS**, the Town Council determined that more time was needed to carefully consider the proposed amendments to section 2.18 of the overall proposed zoning text amendments to the Unified Development Ordinance. Therefore, the public hearing was continued to the September 23<sup>rd</sup>, 2025 Work Session for the proposed amendments to the zoning text of section 2.18; however, the Town Council determined that moving forward with the proposed amendments to the zoning text of exhibit 3-1 and section 8.11(C) of the Unified Development Ordinance was appropriate, and

**WHEREAS**, after the completion of said public hearing for only the proposed amendments to exhibit 3-1 and section 8.11(C), and upon consideration of the staff presentation at the hearing and careful review of the proposed amendments to the zoning text of the Unified Development Ordinance, the Town Council of the Town of Southern Pines deems it advisable and in the best interest of the Town of Southern Pines that the Unified Development Ordinance of the Town of Southern Pines be amended as herein set forth below.

**NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED** by the Town Council of the Town of Southern Pines, North Carolina at its regular meeting assembled on the 9<sup>th</sup> day of September, 2025:

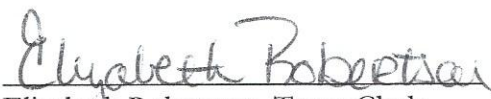
**Section 1.** That exhibit 3-1 of the Unified Development Ordinance is hereby amended to change the "Minimum Rear Setback (dimension F)" from 15' to 30' under the "Principal Structure Standards" column of exhibit 3-1.

**Section 2.** That section 8.11(C) of the Unified Development Ordinance is hereby amended to strike "An owner/Applicant may be invited to attend meetings of the TRC only at the discretion of the Town Manager or Planning Director."

**Section 3.** That this Ordinance shall be and shall remain in full force and effect from the date of its adoption.

Adopted this 9<sup>th</sup> day of September, 2025.

I certify that this Ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on September 9<sup>th</sup>, 2025 as shown in the Minutes of the Town Council meeting for that date.

  
Elizabeth Robertson, Town Clerk





**RESOLUTION #1127**

**NOTICE OF INTENT TO ENTER INTO A LEASE WITH  
T-MOBILE SOUTH, LLC FOR WATER TOWER LEASE FOR WIRELESS  
COMMUNICATION EQUIPMENT**

**WHEREAS**, the Town of Southern Pines owns the Eastman Road Tank (Tank) at 240 Eastman Road; and

**WHEREAS**, the Town has an existing lease agreement with Alltel Communication, LLC d/b/a Verizon Wireless which expires on October 1, 2029 for the purposes of installing wireless communication equipment on said water tank; and

**WHEREAS**, the Town supports the continued operation and improvement of wireless communication services.

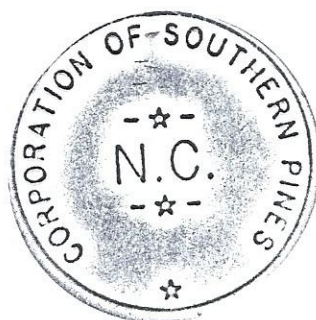
**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southern Pines, North Carolina in regular session assembled this 9th day of September, 2025, that:

1. In accordance with North Carolina General Statutes §160A-272, the Town Council of Southern Pines announces its intent to amend the existing lease with T-Mobile South, LLC "the lessee," and increase term an additional (5) years with an option to renew for 1 additional 5 year term.
2. The Town of Southern Pines will lease part of the Tank to the lessee for an annual amount of \$71,093.18 with a 3% annual increase as described in exhibit A-2.
3. The Town of Southern Pines does not have any intended needs for the portions of the Tank included in the lease.
4. The Town Council intends to act on this lease at its regular meeting on Monday, October 14, 2025.
5. The Town Clerk shall provide notice of the Town Council's intent to enter into this lease in *The Pilot* newspaper no later than September 23, 2025.

Adopted this the 9<sup>th</sup> day of September 2025.

I certify that this Resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on September 9, 2025, as shown in the Minutes of the Town Council meeting for that date.

  
Elizabeth Robertson, Town Clerk





**RESOLUTION #1128**  
**APPLICATION FOR WASTEWATER COLLECTION SYSTEM**  
**REHABILITATION AND REPLACEMENT FUNDING**

**WHEREAS,** The Town of Southern Pines has need for and intends to construct a wastewater collection system project described as the wastewater collection system rehabilitation and replacement project, and

**WHEREAS,** The Town of Southern Pines intends to request State loan and/or grant assistance for the project,

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southern Pines, North Carolina, the Applicant in regular session assembled this 9th day of September, 2025, that:

1. The Applicant, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award (if applicable).
2. That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.
3. That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.
4. That the governing body of the Applicant agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Southern Pines to make a scheduled repayment of the loan, to withhold from the Town of Southern Pines any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan (if applicable).
5. That Town Manager Reagan Parsons, Town Engineer/Asst. Public Works Director James Michel, and Finance Director Tess Brubaker-Speis the Authorized Representative(s), and successors so titled, are hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a loan and/or grant to aid in the project described above.
6. That the Authorized Representative(s), and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the applications.
7. That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Adopted this the 9<sup>th</sup> day of September 2025.

  
Taylor G. Clement Mayor

I certify that this Resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on September 9, 2025, as shown in the Minutes of the Town Council meeting for that date.



  
Elizabeth Robertson, Town Clerk



**RESOLUTION #1129  
APPROVAL OF THE 2025-2035 WATER AND SEWER CAPITAL  
IMPROVEMENTS PLAN**

**WHEREAS**, the Town of Southern Pines, North Carolina (the "Town") continues to adhere to a high standard of professional financial management to ensure adequate public infrastructure, economic development, and services for its citizens; and

**WHEREAS**, the Town of Southern Pines has developed a water and sewer system in and around the Town of Southern Pines; and

**WHEREAS**, said municipal water and sewer system is operated and maintained by the Town of Southern Pines; and

**WHEREAS**, the Town of Southern Pines recognizes the need for, and advantage of, maintaining adequate short-term and long-term planning for capital improvements and asset management for the water and sewer systems.

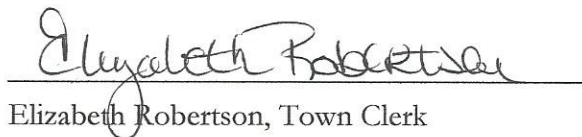
**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southern Pines, North Carolina in regular session assembled this 9th day of September, 2025, that:

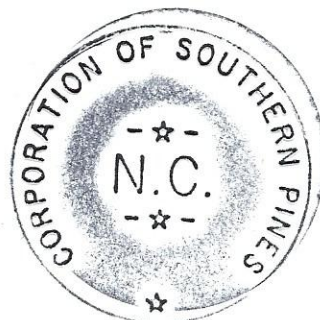
1. The FY2025-FY2036 Water and Sewer Capital Improvements Plan is hereby adopted and approved for implementation; and
2. That staff update the plan as new information becomes available.

Adopted this the 9<sup>th</sup> day of September 2025.

  
Taylor G. Clement Mayor

I certify that this Resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on September 9, 2025, as shown in the Minutes of the Town Council meeting for that date.

  
Elizabeth Robertson, Town Clerk





**RESOLUTION #1130  
APPROVING LOCAL WATER SUPPLY PLAN**

**WHEREAS,** North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

**WHEREAS,** as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the Town of Southern Pines, has been developed and submitted to the Town Council of the Town of Southern Pines for approval; and

**WHEREAS,** the Town Council of the Town of Southern Pines finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for the Town of Southern Pines, as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

**NOW, THEREFORE, BE IT RESOLVED:** by the Town Council of the Town of Southern Pines that the Local Water Supply Plan entitled, Southern Pines Local Water Supply Plan dated 2024 is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

**BE IT FURTHER RESOLVED** that the Southern Pines Town Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

Adopted this the 9<sup>th</sup> day of September 2025.

I certify that this Resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on September 9, 2025, as shown in the Minutes of the Town Council meeting for that date.

  
Elizabeth Robertson, Town Clerk

