



## MINUTES

Tuesday, October 14, 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 requested a moment of silence for Charlie Kirk.

### 2. PLEDGE OF ALLEGIANCE

### 3. TOWN MANAGER'S COMMENTS

Town Manager Reagan Parsons reviewed the agenda and asked Council to note that the previously discussed lease of 125 SE Broad Street is not on the agenda as the lessee withdrew their interest.

#### a. Adoption of Agenda

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

Motion passed.

### 4. PUBLIC COMMENTS

No public comments were voiced.

### 5. CONSENT AGENDA

Councilmember Goodman moved to approve the Consent Agenda, seconded by Councilmember Pate; the vote was unanimous.

Motion passed.

#### a. Eastman Road Water tank 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. Resolution #1131 authorizing the Town Manager to enter into an Installment Finance Agreement with First Bank not to exceed \$7M.

Resolution authorizing the Town Manager and Finance Director to proceed with

paperwork finalizing a \$7M installment financing agreement for the purchase of 300 SW Broad Street. Terms will be for twenty years at 4.35% with no pre-payment penalties.

**c. Approve Meeting Minutes**

Staff has prepared the following meeting minutes for approval:

- September 9, 2025, Town Council Business Meeting
- September 23, 2025, Town Council Work Session Meeting

**d. Resolution #1133: Adopting a Contract to Accept North Carolina Governor's Highway Safety Program Grant**

Staff request that the Town Council consider the adoption of Resolution #1133 Adopting the Contract to Accept North Carolina Governor's Highway Safety Program Grant.

**6. PUBLIC HEARINGS - LEGISLATIVE**

**a. Clark Street Townhomes Rezoning - File #Z-05-25**

A rezoning request to develop 16 townhomes on about 1.5 acres on Clark Street. Planner II James Broadwell presented the application and staff report to the council highlighting the following issues:

- Planning Board recommends denial of application
- The comprehensive plan calls for more middle housing and this fills that need.
- changes have been made to the plan following the Planning Board meeting and the applicant's meeting with neighbors.
- new plan calls for more tree protection than the original plan did.

Trevor Hansen of Koontz Jones Design/V3 Southeast, presented for the applicant.

Discussion ensued on the following topics:

- plan will save 2/3 more trees than the original plan
- NW corner distance to Midlothian? 40-50 feet
- options being explored to bundle the utilities and bring them around the trees to preserve more trees
- councilmembers find it odd to have parking so far from homes
- applicant is willing to stipulate that this will be no more than a 2-story build

**Public Comments**

Janna Hagarty questioned who the project is targeted for and the impact on emergency services. Ms. Hagarty also questioned if the term 'middle housing' referred to pricing or size?

- Missing middle. = bridging a gap between apartment living and single-family housing.

John MacInerney, 140 Crest Road, is concerned about the density of the project, being that all housing in the area is now single-family housing. Johnny Sanderson, 125 Midlothian Dr., believes this area was previously a dumping ground and asked if that had been taken into consideration.

- Mr. Hanson advised that the previous owner of the property buried construction debris on site and site testing has been done with mitigation in process now.

Joel Carter, 465 E Delaware, pointed out an optional element in the UDO that when connecting 2 right-a-ways that you provide access for pedestrians and bicycles and asked that it be done on this project.

-Mr. Travis Green, HL Properties & Legacy Construction, will address the gate structure to ensure that pedestrians and bicyclists will have access to the emergency road through the community and will agree to any needed easement.

Emma Davia, 115 Barroff Court, questioned if the design allowed a car to turn around in the parking area, which appears very narrow.

- Mr Hansen stated that residents will be able to get in and out of the parking spots as a vehicle normally would.

Luck Lineweber, 301 Midlothian, questioned if the Council could address construction vehicles in the area should the project move forward.

- Mr. Hanson stated that consideration to construction traffic is addressed in the proposed Condition #10 and Council asked that it be re-worded to address traffic and parking of construction vehicles.

Mayor Clement asked for clarification on the space between units and was told approximately 30 feet.

Mayor Clement closed the public hearing.

Discussion ensued about the number of units requested.

I move to that after reviewing the proposed conditional zoning district and after considering the criteria for approval zoning map amendments found in the 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 suburban settlements character district and the criteria set forth in the Town of Southern Pines Unified Development Ordinance 2.17.9, and therefore I move to approve file Z-05-25 with the conditions submitted by the applicant for the RM1 conditional zoning district and as modified by staff and agreed to in writing by the applicant at the October 14, 2025, public hearing as follows:

- 1) Building height shall be limited to 40 feet and 2 stories.
- 2) the shared private drive shall have a 20 ft minimum width, an emergency access-only gate adjacent to Midlothian Dr. that allows for pedestrian and bicycle ingress and egress, and a public pedestrian and bicycle access easement.
- 3) Clark Street private drive shall serve as the main construction entrance for the site during construction. Construction traffic shall not be allowed to park on Clark Street or Midlothian except for the installation of critical project elements that require work on the street.
- 4) Water and sewer lines shall connect via the 20 ft access drive and connect to the townhouse units from the 20 ft access drive.

All other conditions as listed in the staff report are the same.

Motion moved by Councilmember Gray and seconded by Councilmember Goodman; the vote was as follows:

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

Motion passed.

## **7. PUBLIC HEARINGS - EVIDENTIARY**

### **a. Clark Street Townhomes Subdivision Plat - File #MAPP-04-25**

A preliminary plat request to subdivide about 1.5 acres into 16 townhome lots in accordance with the Clark Street Townhomes Rezoning.

Mayor Clement opened the hearing. Town Attorney McCarley qualified the Council by asking Councilmembers to identify any issues of bias regarding this application, and all Council members confirmed they had no disqualifying bias. The applicant was asked whether they wished to challenge any member of Council on the basis of disqualifying bias and the response was negative. Town Clerk Beth Robertson swore all witnesses in.

Town Planner II James Broadwell presented the staff report (Exhibit A) and presentation (Exhibit B). The application is to subdivide four parcels located between Midlothian Drive and Clark Street into 16 townhome lots and one common area lot.

Trevor Hansen, Koontz Jones Design/V3, represented the applicant and stated they had nothing to add to the staff presentation.

PublicComment

None were voiced.

Mayor Clement closed the hearing.

Councilmember Gray moved to adopt Attachment 1 of the staff report, as drafted, as Findings of Fact regarding the proposed Preliminary Plat MAPP-04-25. The motion was seconded by Councilmember Goodman 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.

Councilmember Gray moved to approve the Preliminary Plat MAPP-04-25, seconded by

Councilmember Goodman; the vote was as follows:

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

Motion passed.

**b. Veteran's Guardian Preliminary Development Plan - File #PD-03-25**

A Preliminary Development Plan (PDP) request to develop a 27,390 square foot office building on eight acres in the Southern Pines Corporate Park.

Mayor Clement opened the hearing and shared a brief explanation of quasi-judicial hearings.

Town Attorney McCarley qualified the Council by asking Councilmembers to identify any issues of bias regarding this application, and all Council members confirmed they had no disqualifying bias. The applicant was asked whether they wished to challenge any member of Council on the basis of disqualifying bias and the response was negative. Town Clerk Beth Robertson swore in pending witnesses for the hearing.

Town Planner II Mason Mattox presented the staff report (Exhibit A) and presentation (Exhibit B) to the Council. The application is to develop approximately 8.67 acres of the Southern Pines Corporate Park.

Discussion ensued regarding the number of parking spaces.

Mr. John Carpenter of LKC Engineering, representing the applicant, shared a presentation with the Council and answered additional questions on parking versus the number of expected employees.

Mr. Mark Christianson, representing Veterans Guardian, addressed the Council regarding the business, its purpose and plans for the future. Discussion ensued regarding tree preservation, grading, buffer size and if the business fits within the Comprehensive Plan.

- John pointed visually at a drawing to where the parking would be located.

**Public Comment**

Pete Mace, 170 Pine Barrens Vista, commented that the grading on the site is very challenging and not desirable to develop in his opinion and that the Town should thank the applicant for undertaking the task of developing it.

Mayor Clement closed the public hearing.

I move to adopt Attachment 1 of the staff report, as drafted, as Findings of Fact for PD-03-25 with the following amendment: B1: The applicant demonstrates it will achieve the purposes of the PD and this section. This includes a condition to optimize natural character preservation and minimize tree loss during development. The Town Council further finds

that the existing natural tree cover on the site contributes to the town's natural character and conditions of approval will maintain a buffer and require standard landscaping planting within the site.

Motion was made by Councilmember Goodman, seconded by Mayor Pro Tem Pate and the vote was unanimous.

Motion passed.

Therefore, I move to approve the preliminary development plan for PD-03-25 with the two conditions of approval.

Condition 1) In a 20-foot buffer adjacent to the perimeter of the site, the project developer shall retain all existing trees greater than or equal to 6-inches in diameter, subject to the following:

- No grading shall occur within the buffer or within the critical root zone of buffer trees. The critical root zone is defined by the Town Arborist as a tree's respective drip line. The project area between the two proposed drive aisles adjacent to Air Tool Drive may be graded, and a planted buffer shall be required in this area. Minimal disturbance for necessary infrastructure such as driveway connections, utility corridors, or similar essential improvements are excepted from this restriction.

- Tree protection fencing shall be installed to protect the critical root zone of all retained trees within the buffer at a minimum distance of 6-feet or a tree's drip line, whichever is greater. The exact tree protection fence locations shall be reviewed and approved during the site plan review.

- If the above required standoff distance directly prevents necessary site design, then the project developer may request a standoff reduction of tree protection fences. Any approved reduction is contingent on the assessment and concurrence from the Town of Southern Pines Arborist.

- The project developer may remove underbrush within the buffer, such as vines and small trees less than 6-inches in diameter.

- Additional plantings necessary in order to meet UDO Exhibit 4-4 will be reviewed and approved during site plan process, excluding shrub plantings.

Condition 2) = +8.67 acres of 5/70 exemption allocation are granted with application PD-03-25, Veterans Guardian.

Motion was made by Councilmember Goodman, seconded by Mayor Pro Tem Pate and the vote was unanimous.

Motion passed.

## **8. ACTION ITEMS**

### **a. Resolution #1132 requesting an NCDOT intersection review**

The Town requests that the North Carolina Department of Transportation (NCDOT) study the intersection of Fairway Drive and Central Drive (NC22) for potential improvements as a result of safety concerns brought about by multiple recent accidents at the intersection. Town Manager Parson introduced the item to Council. The resolution requests that NCDOT review the intersection of Central and Fairway.

Mr. Pete Mace addressed the Council regarding his concerns over the safety of the intersection as he lives in the area and the morning/evening traffic is heavy and becoming dangerous.

Town Manager Parsons informed the Council that NC Hwy 22 from Aviation Drive to the new traffic circle on Midland is being put forward as an area for the NCDOT to look at and, specifically, there is preliminary engineering by NCDOT for the intersection of PeeDee and NC Hwy 22.

Asst. Public Works Director Cory Albers will be looking at the intersection in regard to sight distance and signage. The town is considering a stop bar for the traffic sign to prevent people from running it.

Mr Mace suggested that the vegetation needs to be trimmed, and the lighting needs to increase.

Councilmember Goodman suggested that a low-cost, but high impact option would be a lighted stop sign.

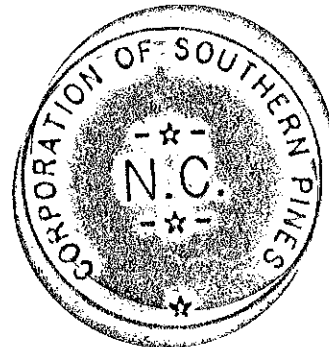
Councilmember Goodman moved to approve Resolution #1132 Requesting an NCDOT Intersection Review, seconded by Councilmember Gray; the vote was unanimous. Motion passed.

#### 9. ADJOURNMENT

Upon motion by Councilmember Gray, seconded by Councilmember Goodman and carried unanimously, Council adjourned at 9:14 pm.

Respectfully submitted:

*Elizabeth Robertson*  
Town Clerk





**RESOLUTION #1132**  
**A REQUEST FOR NCDOT STUDY OF AN INTERSECTION**  
**Central Drive and Fairway Drive**

**WHEREAS,** The Town Council of the Town of Southern Pines, North Carolina (the "Town") has noted multiple accidents at the intersection of Fairway and Central Drives in recent months, causing concern for the safety of the travelling public in this vicinity; and,

**WHEREAS,** Town staff intends to make signage and other improvements within the Town maintained right-of-way of Fairway drive to improve safety approaching the intersection; and,

**WHEREAS,** Central Drive, designated as NC22, is a facility maintained by the North Carolina Department of Transportation (NCDOT) and thus significant changes to the intersection lie within their purview,


**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southern Pines, North Carolina, in regular session assembled this 14<sup>th</sup> day of October, 2025, that:

1. The Town hereby requests that the local NCDOT staff review the subject intersection for potential improvements that will result in a safer environment for the travelling public traversing the proximity of this intersection; and,
2. Any findings of potential improvement be implemented by the NCDOT, including consideration of any interim measures in the event an ultimate solution need be a longer-term project given normal procedural considerations.

Adopted this the 14<sup>th</sup> day of October 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 October 14, 2025, as shown in the Minutes of the Town Council meeting for that date.

  
Elizabeth Robertson, Town Clerk





**RESOLUTION #1131**  
**APPROVAL OF FINANCING TERMS**  
**300 SW Broad Street**

**WHEREAS,** The Town of Southern Pines, North Carolina (the "Town") has previously determined to undertake a project to finance the purchase and upfit of 300 SW Broad Street, ("the Project"), and the Finance Director has now presented a proposal for the financing of such project.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southern Pines, North Carolina, in regular session assembled this 14<sup>th</sup> day of October, 2025, that:

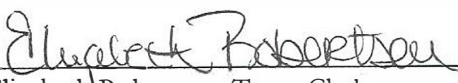
1. The town hereby determines to finance the Project with First Bank, in accordance with the proposal dated August 26, 2025. The amount financed shall not exceed \$7,000,000, the annual interest rate (in the absence of default or change in tax status) shall not exceed 4.35%, and the financing term shall not exceed twenty (20) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary of desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Director is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Director is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Director shall approve, with the Finance Director's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Sections 265(b)(3).
5. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the Project that is to be financed from the proceeds of the First Bank financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved, and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of conflict.
7. This resolution shall take effect immediately.

Adopted this the 14<sup>th</sup> day of October 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 October 14, 2025, as shown in the Minutes of the Town Council meeting for that date.



  
Elizabeth Robertson, Town Clerk



**RESOLUTION #1133**  
**RESOLUTION ADOPTING CONTRACT TO ACCEPT THE NORTH CAROLINA GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT**

WHEREAS, the Southern Pines Police Department (herein called the "Agency") has completed an application contract for traffic safety funding; and that Town of Southern Pines (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

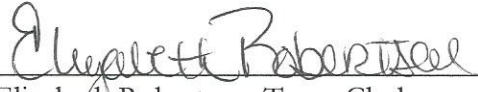
NOW, THEREFORE BE IT RESOLVED, that the Southern Pines Town Council, in open meeting assembled in the Town of Southern Pines, North Carolina, this the 14<sup>th</sup> day of October, 2025, as follows:

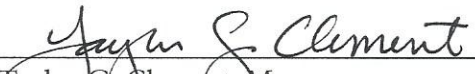
1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Master Patrol Officer Marcus Ricks is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$30,000.00 to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of \$0.00 as required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

Adopted this 14<sup>th</sup> day of October, 2025.

ATTEST

TOWN OF SOUTHERN PINES

  
Elizabeth Robertson, Town Clerk

  
Taylor G. Clement, Mayor





**ORDINANCE #3150  
AMEND THE ZONING MAP OF THE TOWN OF SOUTHERN PINES  
Z-05-25**

**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 October 14, 2025 at 6:00 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 October 14, 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-05-25 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 14<sup>th</sup> day of October, 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 subject parcel totaling ±1.52 acres of land—identified as PIN 858219617079 (PARID 00032727) 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 1112 single-family attached residences.
2. There shall be no minimum lot size.
3. Building height shall be limited to 40' and 2 stories.
4. Single-family attached townhome lots 5-11 with attached garages shall have a minimum 20' front setback, 10' exterior side setback, 5' interior side setback, and 15' rear setback.
5. Single-family attached townhome lots 1-4 and 12-16 with detached garages and/or surface parking shall have a minimum 15' front setback, 10' exterior side setback, 10' interior side setback and 15' rear setback.
6. Surface parking and detached garages may encroach up to 15' into the 20' landscape buffer along the eastern property boundary.

**Architecture**

7. 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.

**Streets and Access**

8. Entrance to the site shall be provided by a shared private driveway through the project site, connecting Clark St. to Midlothian Dr.

9. The shared private drive shall have a 20' minimum width, an "emergency access only" gate adjacent to Midlothian Drive that allows for pedestrian and bicycle ingress and egress, and a public pedestrian and bicycle access easement.
10. The Clark St. entrance of the shared private drive shall serve as the main construction entrance for the site during construction. Construction traffic shall not be allowed to park on Clark St. or Midlothian Dr. except for the installation of critical project elements that require work on the street.

#### **Garages and Parking**

11. Lots 1-4 and 12-16 shall provide a maximum of two (2) parking spaces per unit as either two (2) surface parking spaces, or one (1) surface parking space and one (1) detached-garage space. (See alternate site plan labeled, "External Garage Option.")

#### **Landscape Buffers**

12. The west side yard buffer shall be 10' in width and be allowed to meander outside of the required buffer widths to obtain required calculations. The meandering planting layout will not reduce the required calculations of a 10' wide landscape buffer, per the Town's buffer requirement, section 4.3.4.
13. The east side yard buffer shall be 20' in width and be allowed to meander outside of the required buffer widths to obtain required calculations. The meandering planting layout will not reduce the required calculations of a 20' wide landscape buffer, per the Town's buffer requirement, section 4.3.4.

#### **Stormwater and Utilities**

14. 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.
15. Water and sewer lines shall connect via the 20-foot access drive, and connect to the townhouse units from the 20-foot access drive.

#### **Existing Mature Tree Preservation**

16. All existing trees, 6-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.
17. All existing trees within the Clark St and Midlothian Dr right-of-way that do not interfere with project access and utility installation shall be retained and protected as is practicable considering utility placement, grading, driveway, and stormwater structures.

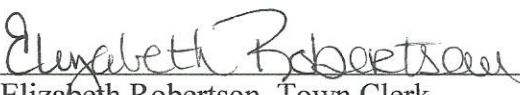
The subject parcels are as recorded in the Moore County Registry in Deed Book 5910, Page 339 as follows:

*Lots J-8009, J-8010, J-8011, J-8012, as shown on map entitled "Knollwood Center, a Division of Knollwood, Inc." and recorded in Map Book 3, Page 31, Moore County Registry.*

**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 14<sup>th</sup> day of October, 2025.

I certify that this Ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on October 14, 2025 as shown in the Minutes of the Town Council meeting for that date.

  
Elizabeth Robertson, Town Clerk

