



## MINUTES

Tuesday, October 28, 2025: 3:00 PM

Town Council Work Session

C. Michael Haney Community Room: Southern Pines Police Department  
450 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; Ann Petersen; Debra Gray; and Brandon Goodman.

### 2. PLEDGE OF ALLEGIANCE

### 3. TOWN MANAGER'S COMMENTS

Asst. Town Manager/Fire Chief Mike Cameron reviewed the agenda.

Mayor Clement added an item to the beginning of section *Council Updates and Discussion* named *Government Shut Down*.

### 4. ACTION ITEMS

#### a. Consider Planning Board Appointments

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

Councilmember Petersen stated that she believes a formal policy is needed. Mayor Clement responded that the current procedure being used for Appointed Boards/Commissions is now based on bylaws and subjective to Council vote.

Councilmember Goodman supports a policy that prohibits moving a friend to the head of the list but doesn't support feel a formal policy is needed to appoint and vote on new or 2nd term members. Discussion ensued.

Councilmember Goodman moved to reappoint Monica Brickey to the ETJ position for her second term ending on January 9, 2029. The motion was seconded by Councilmember Gray and the vote was unanimous.

Motion passed.

Councilmember Goodman moved to appoint Jeremy Haskill to the Planning Board for a term ending on October 28, 2028. The motion was seconded by Councilmember Gray and the vote was unanimous.

Motion passed.

#### b. Written Decision: Clark Street Townhomes

Planning staff have prepared a draft Written Decision for application MAPP-01425, Clark Street Townhomes Major Subdivision Preliminary Plat, for the Town Council's review and approval. The Preliminary Plat was approved at the October 14, 2025 Regular Meeting.

Planning Director BJ Grieve presented the Written Decision to the Council.

Councilmember Goodman asked if the Decision had been made available to the applicant prior to today's meeting and Planning Director Grieve confirmed that it was.

Councilmember Goodman moved to approve the Written Decision: Clark Street Townhomes, seconded by Councilmember Gray; the vote was as follows:

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

Motion passed.

**c. Written Decision: Veteran's Guardian PDP**

Planning staff have prepared a draft Written Decision summarizing Town Council approval of PD-03-25, Veteran's Guardian Preliminary Development Plan.

Planning Director Grieve presented the Written Decision to the Council.

Councilmember Goodman asked if the Decision had been made available to the applicant prior to today's meeting and Planning Director Grieve confirmed that it was.

Councilmember Goodman moved to approve the Written Decision: Veteran's Guardian PDP, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

**d. Offer of Dedication for Air Tool Drive**

RAB Investments, LLC have offered to dedicate the completed balance of Air Tool Drive, about 1,400 feet, to the Town of Southern Pines.

Planning Director Grieve presented the item to the Council.

Mayor Clement confirmed that a crosswalk is present.

Councilmember Petersen questioned if gutters and drainage was installed and was told that the plans were reviewed by the Town Engineer and that curbs, gutters and drains were installed and will be managed in accordance with stormwater requirements and in accordance with town and state requirements.

Councilmember Goodman asked if the road surface had recently been redone and was told that it was recently updated.

Councilmember Goodman moved to accept the offer of dedication for the portion of Air Tool Drive described, seconded by Councilmember Gray; the motion was unanimous.

Motion passed.

**5. COUNCIL UPDATES AND DISCUSSION**

Councilmember Pate joined the meeting.

Mayor Clement opened the discussion about the Federal Government shut down.

Councilmember Goodman would like to recommend a suspension of utility shut-offs and late fees until it ends.

motion

Discussion ensued about the suspension time frame, corporate versus residential accounts and eliminating late fees indefinitely, and how that might affect the Town.

Councilmember Goodman moved to suspend utility shut-offs on residential accounts until January 13, 2026, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

Councilmember Goodman moved to eliminate late fees on residential utility accounts until January 13,

2026, seconded by Councilmember Gray; the vote was as follows:

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

Motion passed.

**a. Request: Red's Corner Social District**

Scott Bertrand, owner of Red's Corner Food Truck Campus, requests that the Council consider creating a social district to include two properties associated with Red's Corner. [A "social district," enabled by NCGS](#), allows patrons to purchase an alcoholic beverage and then walk around with it as they drink it, as long as they remain within the district's boundaries.

Planning Director Grieve and Planner II Mason Mattox presented the request to the Council.

Mr. Scott Bertrand, the applicant, was present to answer questions.

Discussion ensued.

Council were all in agreement that staff should continue on the project.

**b. Freight Depot Lease**

The Town released an RFP for the Freight Depot, located at 305 NW Broad St. Included in the packet are a memo summarizing the process and a proposal for Council consideration.

Asst. Town Manager/Fire Chief Cameron, Town Clerk Beth Robertson and Communications Specialist Courtney Heaton presented the item to the Council describing the process and steps taken by staff during the Request For Proposal (RFP) process.

Mr. Kevin Drum was present to describe his proposal for the creation of the *Seaboard Speakeasy* and answer any of Council's questions.

Discussion ensued.

Council was in agreement that staff continue with working on a lease with the applicant.

**c. Planning Department Update**

Planning staff will briefly update the Town Council on agenda items coming in November. Staff will also discuss annexation agreements with adjoining municipalities, present a quick update on Phase 2 of Comprehensive Plan implementation and ask for feedback on recent revisions to the format of staff reports.

Planning Director Grieve updated the Council on the Planning Departments submittals for the next meeting as well as current projects

**d. Golf Cart Travel on Public Streets**

This discussion is an opportunity for staff to provide information and Council to provide guidance as to whether to pursue an Ordinance that would allow golf carts to use public streets in Southern Pines.

Council asked staff to address allowing golf cart travel on public streets.

Police Chief Polidori stated that golf carts are not covered by the General Statute, but local ordinances can be created to cover them. The ordinance can become somewhat extensive and will require time from staff to ensure the ordinance would be tailored appropriately for the Town's needs. Discussion ensued regarding:

- registration of golf carts
- golf cart requirements such as lights and mirrors
- proof of insurance

- road restrictions due to speed limits  
Staff will return to Council with a map of their recommendations for streets to be included.

#### **e. East Vermont Concerns**

Follow-up on Public Comment from a recent meeting

Asst. Town Manager/Fire Chief Cameron and Chief Polidori addressed concerns regarding speed and traffic on East Vermont. Based on data collected by the Police Department, there are 3 options listed in the attached staff memo to address concerns.

#### **Concerns**

Traffic data showed that 85% of vehicles on that road were compliant with the speed limit. Congestion is believed to be contributing to any issues found. The staff's recommendation at this time is that no changes be made at this time.

Discussion ensued.

Council requested that they be updated with data once the traffic sign was flipped for opposite traffic.

### **6. COUNCIL ROUNDTABLE**

Councilmember Gray gave kudos to Chief Polidori for a presentation that he did at a school recently. Mayor Pro Tem Pate would like to give a shout-out to Communications Specialist Courtney Heaton for her work on the Town's communications, highlighting improvements in frequency and content. Councilmember Pate would also like to remind everyone to vote in the upcoming election. Mayor Clement shared information on local food drives and food pantries where those in need could go to for assistance when needed. The list is on the Town website and the Town will be assisting in collection efforts.

Councilmember Petersen spoke regarding:

- Earl Wright, who for many years has repaired and given out bikes at Christmas time, is in need of a donated space to store and work on bikes for the next 2 months.
- asked the members of the MPO to suggest a light at the intersection of May St. and Indiana Ave.
- would like a policy regarding committee appointments.
- Attended the West Southern Pines trunk or treat and would like to explore purchasing and installing motion lights and a camera to prevent vandalism of the playground.
- citizens would like more movies in the West Southern Pines Park
- would like to continue talks to address Moore County Transportation Issues.
- Was able to attend the Central Pines Committee meeting

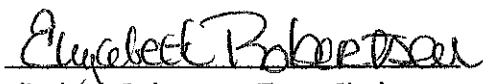
Councilmember Goodman has noticed that many lights on Broad St. are out and requested that staff address the issue.

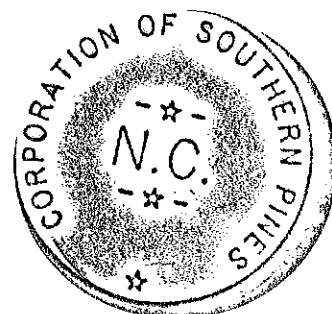
Councilmember Goodman thanked staff for addressing concerns by installing a sign at the intersection of .....

### **7. ADJOURNMENT**

Upon motion by Mayor Pro Tem Pate, seconded by Councilmember Petersen and carried unanimously, Council adjourned at 5:42 pm.

Respectfully submitted:

  
Elizabeth Robertson, Town Clerk





**RESOLUTION #1134**  
**OFFICIALLY ACCEPTING OFFER OF DEDICATION TO THE PUBLIC FOR A**  
**PORTION OF AIR TOOL DRIVE**  
**RD-03-25**

**WHEREAS**, the Town of Southern Pines has subdivision regulation jurisdiction over the land on which a portion of Air Tool Drive—from approximately 1,100 feet from the intersection of Yadkin Road and Air Tool Drive to approximately 1,300 feet from the intersection of Aro Road and Air Tool Drive—is located; and

**WHEREAS**, pursuant to §100.21 of the Code of Ordinances of the Town of Southern Pines, North Carolina, a plat entitled “Air Tool Drive Extension” depicts the right-of-way of a portion of Air Tool Drive (Exhibit A); and

**WHEREAS**, the aforementioned plat depicts the accurate location of street boundary lines, ownership of adjacent properties, and adjacent and intersecting streets; and

**WHEREAS**, RAB Investments, LLC, has constructed road infrastructure improvements to the described newly constructed portion of Air Tool Drive as shown on the aforementioned plat; and

**WHEREAS**, North Carolina General Statutes §160A-296 and §160D-806 allows any city—as defined in North Carolina General Statutes §160A-1—council to accept by resolution any offer of dedication made to the public of lands for streets when the lands are located within its subdivision-regulation jurisdiction; and

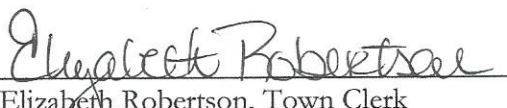
**WHEREAS**, the Town of Southern Pines has received a signed Petition for Acceptance from RAB Investment, LLC for the portion of Air Tool Drive depicted on the plat attached to this resolution as Exhibit A; and

**WHEREAS**, the construction of all required portions of Air Tool Drive, including street surfaces, curbs, sidewalks, and landscaping, is complete pursuant to Town Code of Ordinances §100.20-100.27 and the Town Engineer and Planning Director have inspected and approved of the construction.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southern Pines that the Town of Southern Pines hereby accepts for ownership, operation, and maintenance the Air Tool Drive right-of-way as depicted in Exhibit A attached hereto.

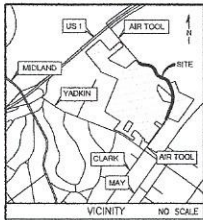
Adopted this 28<sup>th</sup> day of October, 2025.

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



# Exhibit A



- GENERAL NOTES**
- THIS MAP IS NOT IN ACCORDANCE WITH GS 47-30.
  - AREA BY COORDINATE METHOD.
  - ALL DISTANCES ARE HORIZONTAL GROUND DISTANCE.
  - DASHED LINES NOT SURVEYED, DRAWN FROM INFORMATION AS INDICATED.
  - THERE ARE NO VISIBLE ENCROACHMENTS OTHER THAN THOSE SHOWN HEREON.
  - THIS PROPERTY IS LOCATED IN A WATER SUPPLY WATERSHED, (RS-10P), LITTLE RIVER (INTAKE NO. 2), CAPE FEAR.
  - THIS PROPERTY IS NOT LOCATED IN A DESIGNATED FEMA SPECIAL FLOOD HAZARD AREA PER FIRM NO. 3710802001 WITH AN EFFECTIVE DATE OF 10/17/2006.
  - LOCATION OF UNDERGROUND UTILITIES, IF SHOWN, ARE BASED ON VISIBLE EVIDENCE OR DRAWINGS PROVIDED TO THE SURVEYOR. LOCATION OF UNDERGROUND UTILITIES AND STRUCTURES MAY VARY FROM SHOWN LOCATIONS. ADDITIONAL UTILITIES MAY EXIST. LOCAL UTILITY COMPANIES SHOULD BE CONSULTED FOR FURTHER INFORMATION ON UTILITIES AFFECTING THE PROPERTY.
  - THIS SURVEY WAS DONE WITHOUT THE BENEFIT OF AN ATTORNEY'S TITLE SEARCH WHICH COULD DISCLOSE ZONING, BUILDING SETBACKS OR OTHER INFORMATION WHICH COULD AFFECT THE SURVEYED PROPERTY.
  - THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS, RIGHT-OF-WAYS AND AGREEMENTS OF RECORD PRIOR TO THE DATE OF THIS PLAN.
  - AS SHOWN HEREON FOR REFERENCE, THE DEPICTION OF TOWN MAINTENANCE LIMITS IS PRIOR TO THE DEDICATION AND/OR CONVEYANCE OF AIR TOOL DRIVE EXTENSION.

**TITLE REFERENCE:**  
 PARC 00039569  
 DEED BOOK 3032, PAGE 358  
 PLAT CABINET 15, SLIDE 784  
 MOORE COUNTY REGISTRY

**OWNER:**  
 INVESTMENTS, LLC  
 906  
 NC 28374-4408

**DRIVE EXTENSION:**  
 LOCATION AND/OR CONVEYANCE  
 PUBLIC RIGHT-OF-WAY, 3.108 ACRES  
 ROADWAY LENGTH: 2257.9 LF  
 JURISDICTION: SOUTHERN PINES  
 ADDRESS: AIR TOOL DRIVE  
 ZONING: PD (PLANNED DEVELOPMENT)  
 AREA CALCULATIONS:  
 LOT 1 PARC 00039569 70.274 ACRES  
 (LESS RIGHT-OF-WAY) 3.108 ACRES  
 NET ACREAGE LOT 1 67.166 ACRES

**SUBDIVISOR:**  
 ROBERTO RODRIGUEZ, JR., PLS  
 LICENSE NO. L-5428  
 140 AQUA SHED COURT  
 ABERDEEN, NC 28315

I, ROBERTO RODRIGUEZ JR., CERTIFY THAT THIS PLAN WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 3032, PAGE 358); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION AS INDICATED; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000; THAT THE GLOBAL POSITIONING SYSTEM (GPS) SURVEY AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE GPS SURVEY:

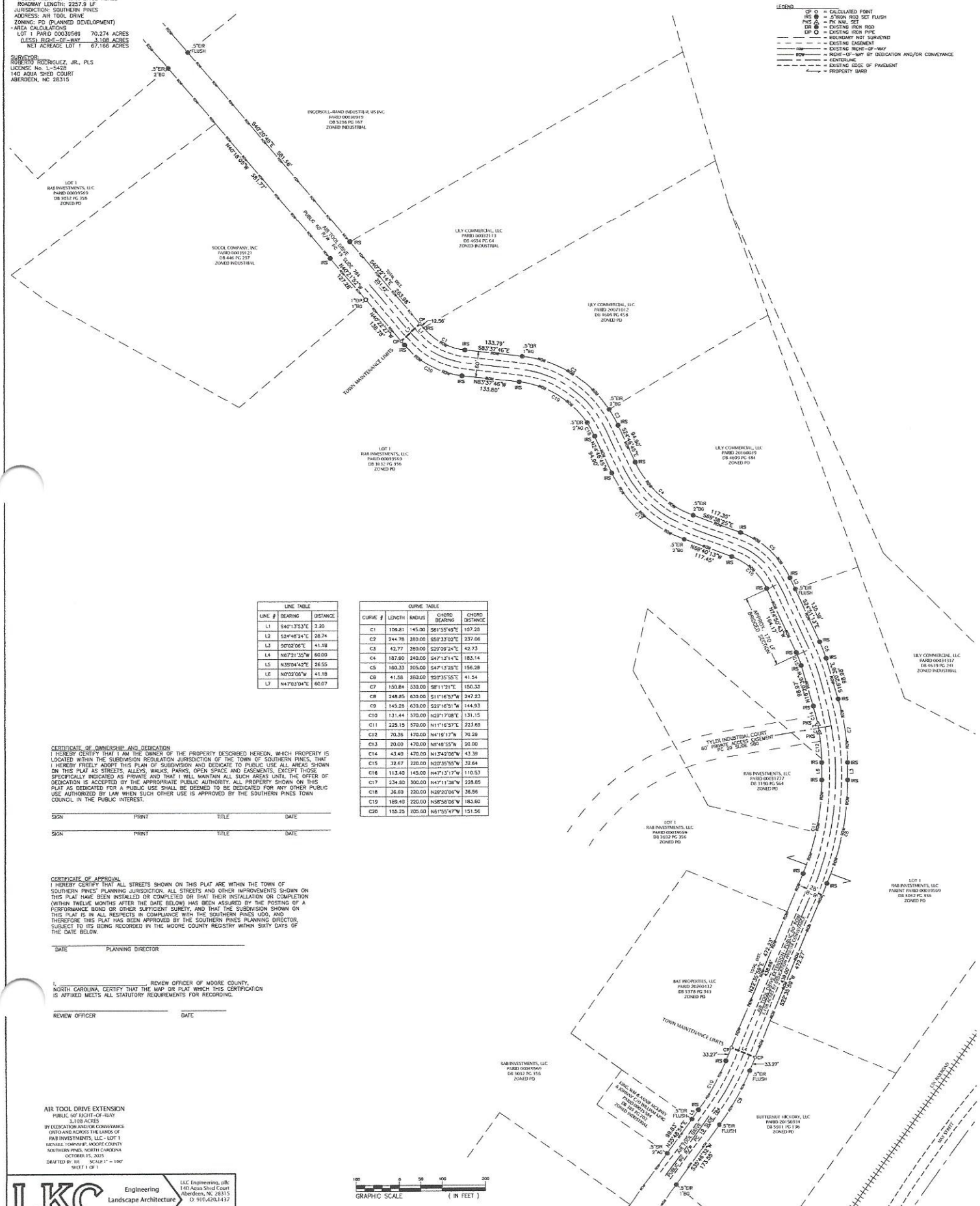
- CLASS OF SURVEY: CLASS A
- POSITIONAL ACCURACY: ±0.10'
- TYPE OF GPS FIELD PROCEDURE: REAL-TIME KINEMATIC
- DATE(S) OF SURVEY: 10/09/2025
- DATA/EPOCH: NAD83(2011)
- PUBLISHED/FIXED-CONTROL USE: NC CORS
- GEOD MODEL: NGS 2012B
- COMBINED GRID FACTOR(S): 0.99985693
- UNITS: US SURVEY FEET

THAT THIS PLAN WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.  
 FURTHER AS REQUIRED PER G.S. 47-30(1)(1) I, ROBERTO RODRIGUEZ JR., PROFESSIONAL LAND SURVEYOR, L-5428, CERTIFY THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025.

PRELIMINARY PLAN FOR RECORDATION, CONVEYANCE, OR SALES  
 PROFESSIONAL LAND SURVEYOR  
 LICENSE NUMBER L-5428

- LEGEND:**
- CP ○ CALCULATED POINT
  - RS ■ 3" WIDE RED SET FLUSH
  - PK ■ 4" PK NAIL SET
  - ER ■ EXISTING IRON ROD
  - EP ○ EXISTING IRON PIPE
  - BOUNDARY NOT SURVEYED
  - EXISTING EASEMENT
  - EXISTING RIGHT-OF-WAY
  - RIGHT-OF-WAY BY DEDICATION AND/OR CONVEYANCE
  - CENTERLINE
  - EXISTING EDGE OF PAVEMENT
  - PROPERTY BARRIERS



**LINE TABLE**

LINE #	BEARING	DISTANCE
L1	S40°12'53"E	2.90
L2	S54°46'14"E	28.74
L3	S20°22'42"E	41.18
L4	N67°21'32"W	60.00
L5	N33°04'42"E	26.55
L6	N2°02'08"W	41.18
L7	N47°02'04"E	60.07

**CURVE TABLE**

CURVE #	LENGTH	RADIUS	CHORD BEARING	CHORD DISTANCE
C1	109.81	145.00	S61°55'43"E	107.20
C2	244.78	280.00	S59°33'02"E	237.06
C3	42.77	280.00	S29°09'24"E	42.73
C4	187.90	240.00	S47°15'14"E	185.14
C5	180.33	205.00	S47°13'20"E	176.38
C6	41.28	260.00	S29°55'52"E	41.24
C7	150.84	230.00	S61°11'21"E	150.32
C8	248.85	630.00	S11°16'52"W	247.23
C9	145.28	630.00	S29°16'51"W	144.93
C10	121.44	570.00	N29°17'08"E	121.15
C11	225.15	570.00	N11°16'37"E	223.68
C12	70.36	470.00	N4°18'17"W	70.29
C13	20.60	470.00	N6°48'55"W	20.00
C14	43.40	470.00	N13°42'06"W	43.39
C15	32.67	220.00	N20°35'30"W	32.64
C16	113.40	145.00	N47°13'17"W	110.53
C17	234.80	300.00	N47°11'26"W	229.89
C18	36.83	220.00	N49°20'04"W	36.56
C19	185.40	220.00	N58°58'09"W	183.80
C20	150.23	320.00	N63°52'47"W	151.56

**CERTIFICATE OF OWNERSHIP AND DEDICATION**  
 I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH PROPERTY IS LOCATED WITHIN THE SUBDIVISION JURISDICTION OF THE TOWN OF SOUTHERN PINES, THAT I HEREBY FREELY ADOPTE THIS PLAN OF SUBDIVISION AND DEDICATE TO PUBLIC USE ALL AREAS SHOWN ON THIS PLAN AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACE AND EASEMENTS EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE AND THAT I WILL MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE PUBLIC AUTHORITY. ALL PROPERTY SHOWN ON THIS PLAN AS DEDICATED FOR A PUBLIC USE SHALL BE DEEMED TO BE DEDICATED FOR ANY OTHER PUBLIC USE AUTHORIZED BY LAW WHEN SUCH OTHER USE IS APPROVED BY THE SOUTHERN PINES TOWN COUNCIL, IN THE PUBLIC INTEREST.

\_\_\_\_\_  
 SIGN                      PRINT                      TITLE                      DATE

**CERTIFICATE OF APPROVAL**  
 I HEREBY CERTIFY THAT ALL STREETS SHOWN ON THIS PLAN ARE WITHIN THE TOWN OF SOUTHERN PINES' PLANNING JURISDICTION, ALL STREETS AND OTHER IMPROVEMENTS SHOWN ON THIS PLAN HAVE BEEN INSTALLED OR COMPLETED OR THAT THEIR INSTALLATION OR COMPLETION (WITHIN TWELVE MONTHS AFTER THE DATE BELOW) HAS BEEN ASSURED BY THE POSTING OF A PERFORMANCE BOND OR OTHER SUFFICIENT SURETY, AND THAT THE SUBDIVISION SHOWN ON THIS PLAN IS IN ALL RESPECTS IN COMPLIANCE WITH THE SOUTHERN PINES UDO, AND THEREFORE THIS PLAN HAS BEEN APPROVED BY THE SOUTHERN PINES PLANNING DIRECTOR, SUBJECT TO ITS BEING RECORDED IN THE MOORE COUNTY REGISTRY WITHIN SIXTY DAYS OF THE DATE BELOW.

\_\_\_\_\_  
 DATE                      PLANNING DIRECTOR

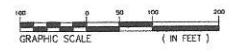
I, \_\_\_\_\_ REVIEW OFFICER OF MOORE COUNTY, NORTH CAROLINA, CERTIFY THAT THE MAP OR PLAN WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

\_\_\_\_\_  
 REVIEW OFFICER                      DATE

**AIR TOOL DRIVE EXTENSION**  
 PUBLIC RIGHT-OF-WAY  
 3.108 ACRES  
 BY DEDICATION AND/OR CONVEYANCE  
 (DEED AND DEEDS THE LANDS OF  
 RAB INVESTMENTS, LLC - LOT 1  
 MOORE COUNTY, MOORE COUNTY  
 SOUTHERN PINES, NORTH CAROLINA  
 OCTOBER 15, 2025  
 DRAWN BY: RS    SCALE: 1"=100'  
 SHEET 1 OF 1

**LKC** Engineering  
 Landscape Architecture  
 Surveying

LKC Engineering, PLLC  
 140 Aqua Shed Court  
 Aberdeen, NC 28315  
 O: 910.426.1437  
 R: 910.426.1438  
 lic@lkceng.com  
 License No. P-14705





**CASE NUMBER: MAPP-04-25**

**FINDINGS OF FACT, DECISION OF THE BOARD, AND ORDER IN THE MATTER  
OF A MAJOR SUBDIVISION PRELIMINARY PLAT APPLICATION FOR CLARK  
STREET TOWNHOMES**

**DESCRIPTION OF MATTER**

Mr. Trevor Hansen, of Koontz Jones Design/V3, PLLC, on behalf of Moore HL Properties, Inc., submitted a Major Subdivision Preliminary Plat application pursuant to the Town of Southern Pines Unified Development Ordinance (UDO) §2.20 for 16 single-family attached lots and one common area and access lot, on  $\pm 1.52$  total acres, on the parcel identified as PARID 00032727. Per the Moore County tax record, the subject property is owned by Moore HL Properties, Inc.

A public evidentiary hearing regarding the proposed Major Subdivision Preliminary Plat (MAPP) for Clark Street Townhomes was called to order with five members present on October 14, 2025. The oath was administered to all witnesses choosing to speak. Planning staff entered the October 14, 2025 Staff Report as Exhibit A and staff's October 14, 2025 presentation as Exhibit B. After closing the hearing, the Town Council discussed and voted on the draft findings of fact. Detailed discussion during the evidentiary hearing can be found in the meeting minutes on record in the Town Clerk's office and online.

**FINDINGS OF FACT**

1. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the request for Major Subdivision Preliminary Plat approval has met the specified submittal requirements as required in the Town of Southern Pines UDO Appendices, the applicants have submitted adequate evidence addressing criteria for a Preliminary Plat, and the evidence submitted was sworn testimony by qualified experts or provided through substantiated documentation.
2. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 1 (the application is consistent with the Comprehensive Plan, as well as other adopted plans for streets, alleys, parks, playgrounds, and public utility facilities) in that the Preliminary Plat aligns with the 2040 Comprehensive Plan. The proposed subdivision is consistent with the General Framework Map and Conservation and Development Maps, which categorize the site as an "Area to Enhance" and "Neighborhood," respectively. Areas of inconsistency have been sufficiently mitigated in the conditional rezoning file Z-05-25, which this MAPP-04-25 file is based upon.
3. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 2 (the proposed subdivision complies with the UDO and applicable state and federal regulations) in that all applicable UDO, state, and federal regulations have been addressed, or will be

addressed during site plan review. The proposed Major Subdivision is consistent with the subject property's zoning, RM-1CD, with the imposition of the conditions tied to the approved file of Z-05-25. Moreover, the applicant's plans to vary the buffer width on the eastern side of the property, in an effort to maximize existing tree preservation while providing required parking, balances UDO requirements with Comprehensive Plan priorities. The Town council finds that applying a variation, pursuant to UDO §4.3.8, is appropriate in this specific case as well.

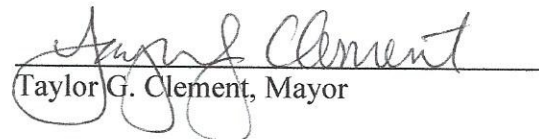
4. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 3 (the proposed Subdivision, including its Lot sizes, density, access, and circulation, is compatible with the existing and/or permissible zoning and future land use of adjacent property) in that the applicant is following RM-1 zoning standards from the UDO, with the exception of modified standards detailed in the rezoning file Z-05-25. The modifications found and approved in Z-05-25 are consistent with those proposed in the Preliminary Plat.
5. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 4 (the proposed subdivision will not have detrimental impacts on the safety or viability of permitted uses on adjacent properties) in that the project does not present a safety or viability concern for the surrounding area. Conditions of the Conditional Zoning District Z-05-25 sufficiently mitigated negative impacts on adjacent properties, noting the inclusion of an emergency gate adjacent to Midlothian Drive, and the Town Council has not identified any other safety or viability concerns.
6. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 5 (the proposed public facilities are adequate to serve the normal and emergency demands of the proposed development, and to provide for the efficient and timely extension to serve future development) in that town utilities are readily available for extension to the proposed lots. Furthermore, site plan review by the Technical Review Committee will ensure that the site adequately meets water, fire flow, and sewer requirements.

#### CONCLUSION AND DECISION

Therefore, by a vote of 4-1, the Town Council voted to approve the Clark Street Townhomes MAPP-04-25 as presented.

This is the 28<sup>th</sup> day of October, 2025.

FOR THE TOWN COUNCIL:

  
Taylor G. Clement, Mayor



**CASE NUMBER: PD-03-25**  
**FINDINGS OF FACT, DECISION OF THE BOARD, AND ORDER IN THE MATTER**  
**OF A PRELIMINARY DEVELOPMENT PLAN APPLICATION FOR VETERANS**  
**GUARDIAN**

**DESCRIPTION OF MATTER**

Tim Carpenter of LKC Engineering, on behalf of Veterans Guardian, has submitted a Planned Development District – Preliminary Development Plan application to develop approximately 8.67 acres of the Southern Pines Corporate Park. The site, located on the west side of Air Tool Drive and the east side of Tyler Industrial Court, is proposed to be developed into office space for Veterans Guardian. The proposal includes a 27,390 square foot, two-story office building, 246 off-street automobile parking spaces (including 12 accessible spaces), and 6 bicycle spaces.

The public evidentiary hearing for the proposed Preliminary Development Plan (PDP) for Veterans Guardian was officially called to order on October 14, 2025, with five Council members present. The oath was administered to all witnesses intending to speak. Planning staff entered the Staff Report dated October 14, 2025, as Exhibit A, followed by staff's presentation from the same date, as Exhibit B. Tim Carpenter, of LKC Engineering and authorized as the applicant's agent, provided a brief presentation utilizing staff's prepared slides and did not submit any additional exhibits.

Following the close of the hearing, Town Council discussed and voted 5-0 to approve the draft findings of fact as amended by staff.

Detailed discussion from the evidentiary hearing is available in the meeting minutes on file in the Town Clerk's office and online.

**FINDINGS OF FACT**

1. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the request for Preliminary Development Plan approval has met the specified submittal requirements as required in the Town of Southern Pines Unified Development Ordinance (UDO) Appendices. The applicant has submitted sufficient documentation and narrative addressing the applicable criteria for a Preliminary Development Plan, and staff has reviewed the materials for accuracy and consistency with adopted regulations.
2. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 1 (i.e., the application demonstrates that it will achieve the purposes of the PD districts), in that the proposed development includes conditions to optimize natural character preservation and minimize tree loss during development. The existing tree cover on the site contributes to the Town's natural character, and the retention of

a buffer with additional landscaping will further achieve this intent. Furthermore, the Town Council finds that the application demonstrates that it will achieve the purposes of the Planned Development district by providing a Veteran Affairs facility as a supportive use within the PD. The proposed use aligns with the allowable mix of industrial and supportive uses, including maintaining the 25% cap on supportive uses established for the district.

3. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 2 (i.e., the Preliminary Development Plan is consistent with the Conceptual Development Plan and conforms to all applicable provisions of this UDO), in that the plan meets the approved Conceptual Development Plan's requirements for land use allocation, parking, and dimensional standards. Once the project receives a Watershed Exemption Allocation, it will comply with UDO Exhibit 3-14 and all other applicable regulations. Therefore, the Town Council finds that the Preliminary Development Plan is consistent with the approved Conceptual Development Plan and conforms to the provisions of the UDO.
4. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 3 (i.e., proposed Development is located in an area of the Town that is appropriate), in that the proposed development is within the Southern Pines Corporate Park, which is designated for industrial and supportive uses. The proposed location and intended use are compatible with surrounding development and consistent with the purpose of the district.
5. The Town Council finds that the application complies with UDO §2.18.5(H) Criteria for a Preliminary Development Plan, Criterion 4 (i.e., proposed Development will not cause the need for inefficient extensions and expansions of public facilities, utilities and services), in that the proposed development will not require inefficient extensions of public facilities, utilities, or services. The property has existing access to public water and sewer via Air Tool Drive, and all necessary infrastructure improvements will be contained within the site.

## CONCLUSION AND DECISION

Therefore, by a vote of 5-0, the Town Council voted to approve with two conditions the Veterans Guardian Preliminary Development Plan, i.e., PD-03-25. The final conditions were as drafted by the Planning Department staff for the Applicant, and written as follows:

1. **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.
2. **Condition 2** – ±8.67 acres of 5/70 exemption allocation are granted with application PD-03-25, Veterans Guardian.

This is the 28<sup>th</sup> day of October, 2025.

FOR THE TOWN COUNCIL:

  
Taylor G. Clement, Mayor