



MINUTES

Thursday, November 6, 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 an opening prayer from Councilmember Rev. Debra Gray.

2. PLEDGE OF ALLEGIANCE

3. TOWN MANAGER'S COMMENTS

Town Manager Reagan Parsons reviewed the agenda.

a. Adoption of Agenda

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

Motion passed.

b. Proclamation — Veterans Day

Mayor Clement shared a proclamation she requested from staff to honor Veteran's Day and Sandhills Veteran's Parade Organization and will present it to the organization at the Veteran's Day Parade on Saturday, November 8, 2025.

4. PUBLIC COMMENTS

Joel Carner, 465 E Delaware, thanked the Council for the work done on the corner of SE Broad St. and W. Massachusetts and shared that a new design was available for sweatshirts and t-shirts at the Welcome Center.

Chris Smithson E May Street, shared his institutional knowledge of Town ordinances and concern over lunchboard signs and outside furniture located on the sidewalk in front of stores in the downtown area impeding pedestrian traffic and in violation of the Town ordinances.

Mr. Smithson commented on the Town's recent decision to waive cutoffs and cutoff fees for utilities through January and that he feels Southern Pines is the most stringent on cutoff dates and fees in Moore County.

Ken McDonald, 749 S Ridge Street, has issue with the increased use of gas-powered leaf blowers in recent years and asked the Town to amend its ordinances to control noise and promote the use of battery-operated leaf blowers instead.

Suzanne Coleman, 225 N May Street, thanked the Council for their continued support of the Welcome Center and shared that November 9th is the 20th anniversary of the Welcome Center

being located in the train station. Ms. Coleman advised everyone that a new graphic was created to celebrate the Welcome Center being located in the Train Station and is for sale on sweatshirts and t-shirts.

- Ms. Coleman also commented on the purchase of the First Bank Building and that she feels its a fabulous idea.

5. CONSENT AGENDA

Councilmember Goodman advised the Town Clerk that a correction needed to be made to the Work Session minutes.

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

Motion passed.

a. Approve Meeting Minutes

Staff has prepared the following meeting minutes for approval:

- October 14, 2025, Town Council Business Meeting
- October 28, 2025, Town Council Work Session Meeting

6. PUBLIC HEARINGS - LEGISLATIVE

a. Landscaping & Tree Protection Amendments to UDO - File #OA-03-24

A continuation of a legislative public hearing that first began at the November 12, 2024 meeting and that has been continued five times. 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.

Planning Director BJ Grieve presented the item to the Council and requested the hearing be continued to the February 10, 2026, Town Council Regular Meeting.

Councilmember Petersen requested clarification on included tree protection ordinances with down zoning amendments.

Mayor Pro Tem Pate moved to approve a continuance of the hearing for OA-03-24 to the February 10, 2026, Town Council Business Meeting; seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

b. Character District Amendments to Zoning Map and UDO - Files #Z-04-24 & #OA-04-24

A continuation of a legislative public hearing that first began at the November 12, 2024 meeting and that has been continued five times. The public hearing is regarding the creation of a Downtown Character District and a West Southern Pines Character District.

Planning Director BJ Grieve presented the item to the Council and requested the hearing be continued to the February 10, 2026, Town Council Regular Meeting.

Mayor Pro Tem Pate moved to approve a continuance of the hearing for Z-04-24 and OA-04-24 to the February 10, 2026, Town Council Business Meeting; seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

c. Penick Village Conceptual Development Plan (CDP) - File #PD-04-25

Koontz Jones Design + V3 Companies LLC, on behalf of Penick Village Inc., has submitted a Planned Development application to establish a unified zoning framework for Penick Village and to support its ongoing operations and future expansion.

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

Bob Koonz of Koonz Jones Design plus V3 addressed the Council with their presentation.

Discussion ensued over phasing and building height measurements.

Public Comment

Joel Carer, 465 E Delaware, shared a presentation with the Council that had previously been shared with the Planning Board with regards his concerns about the size and placement of the proposed building heights while citing the Town's Comprehensive Plan. Mr. Carer also expressed his displeasure with the effect of the project on the tax base.

Town Attorney Mac McCarley advised Council that tax information is not relevant when deciding on zoning issues.

Maureen O'Hara, 560 E Delaware, shared her appreciation of the concessions Penick Village has made to the citizen's concerns but questioned when storm water management would be addressed. Planning Director Grieve addressed the question by stating that details on the storm water management would be reviewed by Town staff during the site plan review process. Town Manager Parson went on to detail the process of the project and at which point items will come before the Council.

Chris Smithson, 570 S May Street, argued that he believes the proposed use is not in compliance with the Town's Comprehensive Plan, contradicting the Staff Report and cited policies regarding affordable housing, neighborhood character, housing diversity, gentrification and taxes.

John McInerney disagrees with the wording of the requested height deviation that only specifies the building height to the eave and not to the top of the building and would like the set-backs on Ridge Street to mirror those on Delaware. Mr. McInerney stressed the importance of deciding on specific wording now so that nothing can be misconstrued later when it would be too late to correct.

Ann Hoca, a Penick Village resident, shared that the plan presented has been a lot of hard work and that they are proud of the finished product.

Discussion ensued amongst the Council. A greenway trail along Ridge Street was suggested.

- 60 ft maximum building height for Section E with measurement restrictions consistent with the UDO standard.

- Yelp siren is to stay in place, per Town Fire Inspector Ken Skipper, but an alternative will be researched with Fire Inspector Skipper's approval.

- Council to maintain architectural approval

- Setback for buildings greater than 35 ft tall will have a buffer of 45 feet with a 20 ft

planted buffer and buildings less than 35 ft tall will have a setback buffer of 30 ft with a 20 ft planted buffer.

- Watershed allocation will have to be addressed during the PDP phase.

Read into the record by Town Planner Maddox:

Approve PD-04-25 with a concurrent amendment to the 2040 Comprehensive Plan reclassifying a portion of the site from horse country to suburban settlement subject to the following conditions of approval. The conceptual shall be amended as follows and a final revised shall be submitted to the Planning Department prior to the submittal of any preliminary development plan application.

A) Prior to PDP approval for any development in Phase E, the applicant must either demonstrate that impervious does not exceed the pre-1993 amount or obtain watershed allocation. A final revised copy of the CDP shall be submitted to the Planning Department prior to the submission of any PDP application.

B) Install a Fire Marshall approved non-audible gate opener for use by the Town of Southern Pines's emergency services in addition to Yelp.

C) Within the entire CDP, the height of a building shall be defined the same as within the UDO. Buildings shall be a maximum of 60 ft in height.

D) On Exhibit 4 on the east side, for buildings equal to or lesser than 35 ft in height, the building setback is 30 ft with a 20 ft planted buffer. For buildings greater than 35 ft in height, the building setback is 45 ft with a 30 ft planted buffer.

E) A 30 ft building setback shall be required along Ridge Street in Phases B and D.

Councilmember Gray so moved, seconded by Councilmember Goodman; the vote was unanimous.

Motion passed

7. ACTION ITEMS

a. Offer of Dedication for a portion of South Carlisle Street

DHIC - Morganton Park North, LLC have offered to dedicate the completed balance of South Carlisle Street, about 1,500 feet between Brucewood Road and Tanglewood Drive, to the Town of Southern Pines.

Town Planner Mattox presented the item to Council.

Mayor Pro Tem Pate moved to approve the offer of dedication for a portion of South Carlisle Street, seconded by Councilmember Goodman; the vote was unanimous.

Motion passed.

8. CLOSED SESSION

a. Closed Session - Personnel

Council will hold a closed session under NCGS 143-318.11(a)(6) to discuss the performance reviews for the Town Manager and Town Attorney.

Mayor Clement moved to enter closed session at 9:30 pm. to discuss a personnel matter, seconded by Councilmember Goodman; the vote was unanimous.

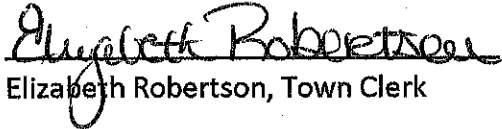
Motion passed.

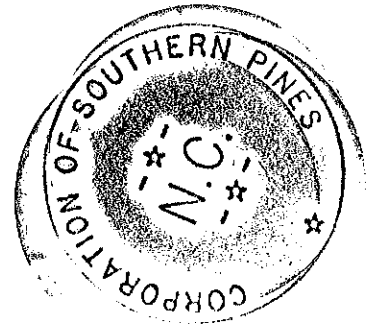
Council returned to open session at 11:05 pm.

9. ADJOURNMENT

Upon motion by Councilmember Petersen, seconded by Councilmember Goodman and carried unanimously, Council adjourned at 11:05 pm.

Respectfully submitted:


Elizabeth Robertson, Town Clerk





RESOLUTION #1136
OFFICIALLY ACCEPTING OFFER OF DEDICATION TO THE PUBLIC
FOR A PORTION OF SOUTH CARLISLE STREET
RD-02-25

WHEREAS, the Town of Southern Pines has subdivision regulation jurisdiction over the land on which this segment of South Carlisle Street is located, specifically the portion between Tanglewood Drive and Brucewood Drive, which is now proposed for acceptance into the Town's maintained street system; and

WHEREAS, the remaining sections of Carlisle Street, beyond Brucewood Drive, have already been accepted into the Town's maintained street system; and

WHEREAS, pursuant to §100.21 of the Code of Ordinances of the Town of Southern Pines, North Carolina, a plat entitled "Minor Subdivision for DHIC – Morganton Park North, LLC, Lot 3 – 18.15 Acres, Lot 3A – 0.78 Acres, Lot 3B – 5.26 Acres, and Right-of-Way for South Carlisle Street" and recorded in Plat Cabinet 20, Page 748 depicts the Right-of-Way of a newly constructed portion of South Carlisle Street (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, DHIC – Morganton Park North LLC, has constructed road infrastructure improvements to the described newly constructed portion of South Carlisle Street to provide access to Lots 3, and 3A as shown on the aforementioned plat as well as to connect to Tanglewood Drive; 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 construction of all required portions of South Carlisle Street, including street surfaces, curbs, sidewalks, street lights 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 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 South Carlisle Street right of way as depicted on Plat Cabinet 20, Page 748 as shown on Exhibit A attached hereto.

Adopted this 6th day of November 2025.

I certify that this Ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on November 6, 2025 as shown in the Minutes of the Town Council meeting for that date.



Elizabeth Robertson
Elizabeth Robertson, Town Clerk



ORDINANCE #3152
AMENDING THE ZONING MAP OF THE TOWN OF SOUTHERN PINES
PD-04-25

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 November 06, 2025 for the purpose of considering a request for a Planned Development Conceptual Development Plan.

WHEREAS, after the completion of said public hearing on November 06, 2025, and upon consideration of any comments, objections, or presentations at the hearing, the Town of Southern Pines Town Council deems it advisable and in the best interest of the Town of Southern Pines that the Zoning Map 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 assembled in regular session on the 6th day of November, 2025:

Section 1. That the Zoning Map of the Town of Southern Pines be, and the same hereby is, amended by changing the zoning of sixteen existing parcels from FRR – Facilities, Resources, and Recreation and RM-1 – Residential Multi-Family to PD - Planned Development with an approved Conceptual Development Plan (CDP), with a concurrent map amendment to the 2040 Comprehensive Plan reclassifying a portion of the site from Horse Country to Suburban Settlement, subject to the following condition of approval:

1. That the Conceptual Development Plan shall be amended as follows, and that a final revised copy shall be submitted to the Planning Department prior to the submittal of any Preliminary Development Plan application:
 - a. Prior to PDP approval for any development in Phase E, the applicant must either demonstrate that impervious surface does not exceed the pre-1993 amount, or obtain watershed allocation. A final revised copy of the CDP shall be submitted to the Planning Department prior to the submission of any PDP application.
 - b. Install a Fire Marshal approved non-audible gate opener, for use by the Town of Southern Pines Emergency Services, in addition to YELP.
 - c. Within the entire CDP, the height of a Building shall be defined the same as Section 4.2.1.(B) of the UDO. Buildings shall be a maximum of 60' in height.
 - d. On Exhibit IV, on the east side for buildings equal to or lesser than 35' in height, the building setback is 30' with a 20' planted Buffer. For buildings greater than 35' in height, the building setback is 45' with a 30' planted Buffer.
 - e. On Exhibit V, a 30' building setback shall be required along Ridge Street in Phases B and D.

The ±44.8-acre property subject to this rezoning is comprised of the following parcels:

PIN: 858100680081 (PARID: 00033227), Deed Book 3647, Page 291 – Penick Village Inc., **PIN: 858107688533** (PARID: 00037405), Deed Book 95E, Page 29 – Penick Village Inc., **PIN: 858107685514** (PARID: 00035438), Deed Book 4965, Page 476– JA Greer Group, LLC, **PIN: 858107688348** (PARID: 00035647), Deed Book 4749, Page 146 – JA Greer Group, LLC, **PIN: 858107687156** (PARID: 00035648), Deed Book 4749, Page 146 – JA Greer Group, LLC, **PIN: 858107689081** (PARID: 00035651), Deed Book 4749, Page 146 – JA Greer Group, LLC, **PIN: 858107688070** (PARID: 00035652), Deed Book 4749,

Page 146 – JA Greer Group, LLC, PIN: 858107687713 (PARID: 00035653), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107686534 (PARID: 00035654), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107686821 (PARID: 00035655), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107684714 (PARID: 00035656), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107685821 (PARID: 00035657), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107684613 (PARID: 00035658), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107686269 (PARID: 00035659), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107686401 (PARID: 00037404), Deed Book 4749, Page 146 – JA Greer Group, LLC, PIN: 858107688267 (PARID: 00041616), Deed Book 4749, Page 146 – JA Greer Group, LLC,


Section 2. That the Planned Development (PD) zoning classification is subject to the mix of land uses set forth in the approved Conceptual Development Plan (CDP).

Section 3. That development of the property referenced in Section 1 of this Ordinance is subject to conformance with the text, tables, figures and images, and District Map of the Conceptual Development Plan (CDP), as it appeared in the Town Council packets for the November 06, 2025 Regular meeting and as it was modified based on the conditions set forth herein, a complete updated copy of which may be found on file in the Town of Southern Pines Planning Office.

Section 4. That this Ordinance shall be and shall remain in full force and effect from the date of its adoption until otherwise amended.

Adopted this 6th day of November, 2025.

I certify that this Ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting on November 6, 2025 as shown in the Minutes of the Town Council meeting for that date.


Elizabeth Robertson, Town Clerk

