



MINUTES

Tuesday, December 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.

2. PLEDGE OF ALLEGIANCE

Mayor Clement shared that Shaylee Martin and Elisha Wright from the Boys and Girls Club Youth Leadership Institute would be leading the meeting in the Pledge of Allegiance. Mayor Clement added that she had the pleasure of leading them in a mock council meeting last month. They're sponsored by the Alpha Kappa Alpha Sorority Incorporated, the Omicron Omega Omega Chapter here in Southern Pines.

3. TOWN MANAGER'S COMMENTS

a. Adopt Agenda

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

Motion passed.

4. CONSENT AGENDA

Councilmember Goodman moved to adopt the Consent Agenda, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

a. Adoption of Minutes

Staff has prepared the following meeting minutes for your approval:

- November 6, 2025, Town Council Business Meeting
- November 18, 2025, Town Council Work Session

b. Accept Certification of November 4, 2025 Municipal Election

This document certifies the 2025 election results with the following two candidates winning seats on the Town Council:

- Ann Petersen = 1,452 votes
- Bob Curtin = 1,486 votes

c. Approve Resolution #1140 — Donate Surplus Equipment to Parkton Police Department

The Parkton Police Department contacted the Town of Southern Pines Police Department to inquire about the availability of any surplus equipment compatible with 2015 Chevy Caprice vehicles. The Parkton Police Department recently purchased three 2015 Chevy Caprices for use within their department and is seeking any usable equipment that Southern Pines may be able to donate to assist with the upfitting of these vehicles.

5. PUBLIC COMMENTS

Fredrick Levine and his wife recently retired from military service and are starting a medical billing business and wanted to introduce themselves.

Dorothy Brower, 102 E Monroe, shared her concerns regarding the low turnout of voters for the election.

Ryan Pascal, 330 Mile Away Lane, is currently building in the Manley area of the ETJ and shared some issues that they are having with accessing water and requests some assistance with getting the "Paper Street" cleared of the junk that has accumulated and questioned if the Town would consider installing water lines, at the Town's expense, stating that he feels that the Town would recoup the expense via future taxes from home built there.

Mr. Pascal also shared his concerns about the speed limit on May Street and suggested that May and Yadkin would be a good spot for a 4-way stop.

6. ORGANIZATIONAL MATTERS

a. Recognize Outgoing Councilmember Brandon Goodman

A presentation will be made thanking Councilman Goodman for his service.

Mayor Clement recognized outgoing Councilmember Goodman, thanked him for serving on the Council and shared the ways his term has benefited the community. Mayor Clement presented Councilmember Goodman with plaque to honor his service.

Mayor Pro Tem thanked Councilmember Goodman for his two years of service and shared how much he appreciates having five unique experiences and viewpoints on the Council.

Councilmember Gray seconded Mayor Pro Tem Pate's statement and shared her admiration for Councilmember Goodman's initiative and speed in addressing matters that concerned him.

b. Oath of Office: Bob Curtin

Bob Curtin was elected to a four-year term.

Mayor Clement asked incoming Councilmember Robert "Bob" Curtin to come to the front of the room with his wife, Kate, and have the Town Clerk swear him in.

Councilmember Curtin proceeded to give his oath to Town Clerk Robertson and then took his seat at the Council table.

c. Oath of Office: Ann Petersen

Councilmember Petersen was re-elected and will serve a second four-year term.

Mayor Clement asked returning Councilmember Ann Petersen to come up for her oath.

Councilmember Petersen proceeded to recite her oath to Town Clerk Robertson and retook her place at the Council table.

d. Approve 2026 Town Council Meeting Schedule

Annual calendar for Town Council business meetings and work sessions.

Council discussed the proposed 2026 Town Council meeting schedule and agreed to April 2nd for the Budget Retreat. The Council made the following changes:

- moved the January Work Session to January 20th to avoid a conflict with the fiscal year audit report.

- moved the start of the Budget Retreat to 8:00am

- Mayor Clement has a conflict on June 9th but Mayor Pro Tem Pate agreed to run the meeting.

Mayor Pro Tem Pate moved to adopt the 2026 Town Council Meeting schedule as proposed with the suggested changes discussed. Seconded by Councilmember Gray, the vote was unanimous.

Motion passed.

e. Appoint Alternate Delegate to SMPO

Southern Pines is a member of the Sandhills Metropolitan Planning Organization (SMPO). Mayor Clement is the Council delegate and outgoing Councilmember Goodman was the alternate. Council will appoint a new alternate.

After discussion, Mayor Clement suggested moving Councilmember Curtin to the alternate position on the SMPO.

Mayor Pro Tem Pate moved to appoint Councilmember Curtin to the alternate position on the SMPO, seconded by Councilmember Petersen; the vote was unanimous.

Motion passed.

7. ACTION ITEMS

a. Budget Amendment for UrbanSDK Software Purchase

The Town of Southern Pines Police Department and Public Works recommend the adoption of Urban SDK's traffic analytics platform to significantly improve the accuracy, speed, and efficiency of responding to traffic-related concerns.

Town Manager Parsons gave a brief overview of the request.

Town Engineer/Asst. Public Works Director James Michel addressed the Council regarding the request and shared that both the Police Department and the Public Works Department would benefit from the purchase. The software aggregates telematics data from vehicles and supplies staff with data showing the average speed of vehicles on a roadway. This would speed up and assist in doing speed surveys on requests to change speed limits. Town Engineer Michel assured Council that the program does not allow the identification of individual vehicles — just the speed they are traveling at.

Town Manager Parsons added that when the speed trailer goes out for it's for a 2-week period of time to get the data and then the date or the time the trailer is deployed is often contested.

Discussion ensued and Council was advised that training and support are included in the quoted fee.

Mayor Pro Tem Pate moved to approve the budget amendment for the purchase of the SDK Software, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

b. Approve Resolution #1139 - Setting a Public Hearing Date for Annexation Petition AX-03-25: Humane Society NC Highway 22

The Humane Society of Moore County is petitioning the Town of Southern Pines for annexation of +/- 12.472 acres of land. Per Resolution #1138 — Directing the Clerk to Investigate a Petition Received Under G.S. 106A-31, the Clerk has certified the sufficiency of the application and requests the Council approve Resolution #1139 — Setting the Public Hearing Date for the next regularly scheduled Town Council Business meeting in January 2026.

Mayor Clement opened the item and discussion ensued. It was confirmed that the hearing would take place on January 13, 2026.

Councilmember Petersen moved to approve Resolution #1139 — setting a public hearing date for AX-03-25, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

8. PUBLIC HEARINGS - LEGISLATIVE

a. Zoning Text Amendments for Missing Middle Housing

A proposal to update the Town's development rules to encourage "missing middle" housing, by creating new minor subdivision options with incentives for well-designed, workforce-focused homes in select higher-density areas.

Senior Town Planner James Broadwell presented the amendments to the Council and thanked the focus group for their expertise and diverse input that really made the amendments possible. Senior Town Planner Broadwell then proceeded to review the amendments in detail for the Council. Discussion ensued regarding Council approval versus staff approval of requests, zoning, set-back requirements, and flexibility of the amendments.

Councilmember Petersen moved to continue the hearing until the next Council meeting. No second was voiced.

Mayor Clement opened up the hearing to public comments.

Public Comments

John McNerney, 460 Crest Road, questioned whether housing developments would be approved (i.e. Legislative Hearing, Evidentiary Hearing or staff). Major subdivisions would require a Evidentiary Hearing and minor subdivisions fo 5 lots or less are staff decisions. Discussion ensued. Mr. McNerney cautioned the Council to be careful when considering your decision, since nothing is to prevent people from purchasing lower-cost housing and then turning them all into rentals. Town Attorney Mac McCarley advised that ownership or rental is not a land use issue.

Discussion ensued.

Mayor Clement closed the public hearing.

Councilmember Petersen moved to continue the hearing to the next Council meeting, seconded by Councilmember Curtin; the vote was as follows:

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

Motion failed.

Councilmember Gray moved that after considering the criteria for text amendments found in in UDO §2.17.10, the Town Council finds that the proposed text amendments 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-04-25; The motion was seconded by Mayor Pro Tem Pate; the vote was as follows:

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

Motion passed.

Councilmember Grey moved to approve the proposed amendments to the UDO as shown on the attachment to staff report OA-04-25 in the December 9, 2025 Town Council packet, seconded by Mayor Pro Tem Pate; the vote was as follows:

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

Motion passed.

b. Planned Development Rezoning - Trimble Plant Road

A request to rezone an industrial site on Trimble Plant Road to a Planned Development district in order to create a modern, multi-tenant industrial campus with a new flex building and updated site improvements.

Planner II Mason Mattox presented the requests to the Council:

- building height
- usable open space
- architecture

No public comments were voiced.

Mayor Pro Tem Pate moved that after reviewing the applicable criteria, the Planning Board's written recommendation and public comments that the requested CDP is consistent with the 2040 Comprehensive Plan for the reasons set forth in Attachment 1, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

Mayor Pro Tem Pate moved to approve. PD-05-25 with the following conditions of approval:

1) That the entire 75-foot building setback area shall remain an undisturbed buffer with no trees to be removed, except that the storm water management area may be located within the existing topographic depression in the manner and to the specific extent as depicted on the CDP.

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

Motion passed.

c. The Oaks Rezoning – Country Club Drive

A request to rezone a 2.7-acre former golf course parcel on Country Club Drive to allow six single-family homes with preserved mature trees along the rear of the property.

Senior Planner Broadwell presented the request to the Council.

Jeff Barczyk of Barczyk Engineering Services addressed the Council stating that they have worked with staff for a couple of months on the presented plans, have met all required conditions and request Council approval.

Councilmember Petersen shared that she is friends with the Calloways who are involved in this project. Town Attorney McCarley asked Councilmember Petersen if she had a close relationship with the applicants that would prevent her from giving an impartial decision or if she would benefit financially from the project and Councilmember Petersen answered no.

Councilmember Petersen asked if Mr. Barczyk could address the topography of the area and reassure them that there wouldn't be sedimentation or water issues. Mr. Barczyk reviewed the topography and shared the reasoning behind their belief that stormwater wouldn't cause any problems.

Discussion ensued over vegetation and speed limit reduction.

Mayor Clement asked for public comment and none were voiced.

Mayor Clement closed the public hearing.

Mayor Pro Tem Pate moved that after reviewing the proposed Conditional Zoning District and after considering the criteria for approval of zoning map amendments found in UDO §2.17.9 that the proposed amendment to the Town of Southern Pines Zoning Map is reasonable and the public interest and consistent with the current character of the corresponding character district and the criteria set forth in the Town of Southern Pines UDO Section §2.17.9. Considering the revisions to the

conditions list and the consistency with the Comprehensive Plan Policies 5.2, 4.9 and 4.10, the proposed rezoning is generally consistent with the 2040 Comprehensive Plan.
The motion was seconded by Councilmember Petersen and the vote was unanimous.
Motion passed.

Mayor Pro Tem Pate moved to approve Z-06-25 with the conditions submitted by the applicant for the RS-1 Conditional Zoning District, seconded by Councilmember Petersen; the vote was unanimous.
Motion passed.

9. PUBLIC HEARINGS - EVIDENTIARY

a. The Oaks Major Subdivision – Country Club Drive

A request to approve a major subdivision creating six single-family lots on a former golf course parcel along Country Club Drive, including a 21-foot preserved tree buffer at the rear of the property.

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. Councilmember Petersen stated that she is in contact and friends with neighbors but can remain objective. All other Councilmembers had nothing to disclose. Town Attorney McCarley questioned the applicant if they wished to challenge any members of Council standing and the applicant declined.

Senior Planner James Broadwell presented the request to the Council and asked that the staff report be entered as Exhibit A and the staff presentation as Exhibit B. The request is to approve a major subdivision creating six single-family lots on the former golf course parcel along Country Club drive, including a 21-foot preserved tree buffer at the rear of the property. Senior Planner Broadwell did note the adjustments of lot lines internal to the parent tract is a minor modification that can be taken care of during site plan, which takes care of the tree. So don't assess the issue there,

The applicant had nothing further to add.

Mayor Clement asked for public comment and received none.

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-05-25, seconded by Councilmember Petersen; the vote was unanimous.
Motion passed.

Mayor Pro Tem Pate moved to approve the Preliminary Plat MAPP-05-25, seconded by Councilmember Petersen; the vote was unanimous.
Motion passed.

10. ADJOURNMENT

Upon motion by Councilmember Gray, seconded by Mayor Pro Tem Pate and carried unanimously, Council adjourned at 9:22 pm.

Respectfully submitted:


Elizabeth Robertson, Town Clerk





ORDINANCE #3154
AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE
TOWN OF SOUTHERN PINES
OA-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 December 9th, 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, after the completion of said public hearing, 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 9th day of December, 2025:

Section 1. That multiple sections of the Unified Development Ordinance, Appendix A, and Appendix B are hereby amended as depicted on Attachment A to this Ordinance, wherein deletions to the current text are depicted as ~~stricken~~ and additions to the text are depicted as underlined.

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

Adopted this 9th day of December, 2025.

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


Elizabeth Robertson, Town Clerk





ORDINANCE #3155

AMEND THE ZONING MAP OF THE TOWN OF SOUTHERN PINES Z-06-25

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 December 9, 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 December 9, 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-06-25 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 9th day of December, 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 ±2.7 acres of land—identified as PIN 858100155356 (PARID 20210259) owned by Fernando Rebollar Silva, LLC in Moore County tax records—is zoned Residential Single Family (RS-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. Minimum lot size shall be 16,000 square feet.
3. No shared driveways shall be permitted.
4. Any standards or requirements not specifically modified by these conditions shall default to the applicable UDO standards for the RS-1 district.

Landscape Buffers

5. The 21-foot Undisturbed Landscape Buffer located at the rear of lots 1 through 6 shall preserve 6' diameter trees or greater. The responsibility to maintain this area shall be the owner of the lot in which the 21-foot buffer exists. Where gaps are present in the 21-foot buffer's existing vegetation, the developer shall augment with additional plantings to meet the minimum planting rates for buffers, as prescribed in UDO Exhibit 4-4.

Stormwater and Utilities

6. Each lot shown shall be responsible for storm water management in accordance with UDO Section 4.14 Drainage, Erosion Control, Storm Water Management, the post development runoff rate shall be equal to or less than the pre-development rate from the design storm of a 10-year storm event. Storm water shall be controlled by rain gardens, swales, rain barrels/cisterns, dry wells, downspout redirections, French drains, sodded areas, infiltration areas etc. to meet pre-development rates as stated above.


The subject parcel is recorded in the Moore County Registry in Deed Book 6362, Page 353 as follows:

Lot No. 1, containing 2.70 acres, more or less, as shown on plat entitled "Survey for Elks Home of Southern Pines, Inc., Lot No. 1, 2.70 acres, Sandhills Township, Moore County, Southern Pines, North Carolina," dated April 13, 2021 and prepared by Stephen R. Sheffield & Associates, P.A., and recorded in Plat Cabinet 18, Slide 958, Moore County Registry of Deeds, reference to which is hereby made for a more complete description.

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

Adopted this 9th day of December, 2025.

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


Elizabeth Robertson, Town Clerk





ORDINANCE #3156
AMENDING THE ZONING MAP OF THE TOWN OF SOUTHERN PINES
PD-05-25

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 December 09, 2025 for the purpose of considering a request for a Planned Development Conceptual Development Plan.

WHEREAS, after the completion of said public hearing on December 09, 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 9th day of December, 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 one existing parcel from Industrial – I to Planned Development – PD, subject to the following condition of approval:

- 1. That the entire 75' building setback area shall remain an undisturbed buffer, with no trees to be removed, except that the Stormwater Management Area may be located within the existing topographic depression in the manner and to the specific extent as depicted on the Conceptual Development Plan.**

The ±21.69-acre property subject to this rezoning is comprised of the following parcel:

PIN: 858200656274 (PARID: 20130115), Deed Book 4207, Page 356 – JBO Holdings, LLC.

Being all of “Tract 2”, as shown and delineated on that certain plat entitled, “The Property of Southern Pines Gaines LRK#36849, LLC, Exempt Division of LRK#36849 Containing 36.73 Acres, Moore or Less into Tract 1 (15.04Ac.) and Tract 2 (21.69 Ac.), McNeill Township, Moore County, Southern Pines, North Carolina” by Emmett S. Raynor PLS L-2521, and recorded in Plat Cabinet 15, Slide 858, Moore County Registry to which reference is hereby made for a more particular description of said Tract.

Together with a non-exclusive easement for a reasonable ingress, egress and regress, on and over that certain area identified as “edge of Pavement”, for the benefit of Grantor, its successors and/or assigns and Grantor’s Tenants, their invitees, guests and/or vendors, which lies upon “Tract 1” as shown on Plat Cabinet 15, Slide 858, Moore County Registry.

Together with an exclusive easement on and above that certain area identified as “NC Self Storage Sign (10’ high)”, allowing for the continuing placement of the existing signage and together with reasonable ingress, egress and regress, on and over “tract 1” as shown on Plat Cabinet 15, Slide 858, Moore County Registry for its continued upkeep/maintenance for the benefit of Grantor, its successors and/or assigns. Any damage done to “Tract 1” in the course of maintenance/upkeep of the signage shall be repaired by Grantor at Grantor’s sole expense.

Together with any and all identified utility easements shown on “Tract 1” for the benefit of Grantor, its successors and/or assigns as Owner of “tract 2”, which lie upon or cross on,

over or under "Tract 1" as shown on Plat Cabinet 15, Slide 858, Moore County Registry. Any damage done to "Tract 1" in the course of maintenance/upkeep of the utility easements shall be repaired by Grantor at Grantor's sole expense.

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).

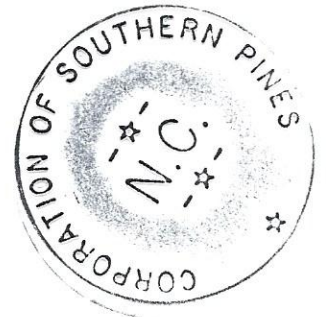
Section 3. That development of the property referenced in Section 1 of this Ordinance is subject to conformance with the text, tables, figures and images, and District Map of the Conceptual Development Plan (CDP), as it appeared in the Town Council packets for the December 09, 2025 Regular meeting and 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 9th day of December, 2025.

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


Elizabeth Robertson, Town Clerk





ORDINANCE #3153
AMENDING THE 2025-2026 FISCAL YEAR BUDGET
SBITA Agreement

BE IT ORDAINED AND ESTABLISHED by the Town Council of the Town of Southern Pines in regular session assembled this 9th day of December, 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>
IT	Capital – Software/Comp Equip	10-430-7401	\$55,000	
General Fund	Other Fin Source-Leases/SBITA	10-397-0100	55,000	
General Fund	SBITA Financing	10-692-1050	7,000	
Administration	Committee Expenditures	10-420-4800		\$7,000

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


Elizabeth Robertson, Town Clerk

