



MINUTES

Tuesday, January 3, 2023: 6:00 PM

Town Council Agenda Meeting

**C. Michael Haney Community Room: Southern Pines Police Department
450 W. Pennsylvania Ave**

1. CALL TO ORDER

Mayor Haney called the meeting to order. The following members of Town Council were present: Mayor Carol Haney; Taylor Clement; Paul Murphy; Bill Pate; and Ann Petersen.

2. TOWN MANAGER'S COMMENTS

Town Manager Reagan Parsons reviewed the agenda.

Town Manager Parsons gave an overview of the Mobil 311 system that the Town uses which is hosted by the County.

Town Manager Parsons would like to add to the agenda:

- the appointment of Ms. Harvey to the Planning Board in an ETJ position
- the Council's Organization Roles yearly review.
- reorder the meeting items for the next Business Meeting, making the quasi-judicial hearings last so that those not involved can leave.

3. ACTION ITEMS

4. REVIEW PUBLIC HEARING APPLICATIONS FOR UPCOMING BUSINESS MEETING AGENDA

a. SU-07-22: Southern Pines Country Club (hearing continued from 12/13/22 meeting)

This is a continuation of a public hearing that was opened at the December 13, 2022 Regular Meeting. On behalf of Mid-Pines Development Group, LLC, Mr. Bob Koontz with KoontzJones Design has submitted an application for a special use permit for the development of ten guest cottages on a portion of property that formerly served as the Southern Pines Elks Club Facilities, also known as the Southern Pines Country Club. The development proposal is for ten detached golf cottage temporary dwellings housing a total of fifty-six guest rooms with associated parking and amenities such as a putting green and practice tee. No subdivision of property is proposed for the site, which constitutes a portion of the +/-292.11 total acreage of the property.

b. SU-06-22: MidSouth Modifications

On behalf of Plantation Investors, LLC, Mr. Jeremy Sparrow with Koontz Jones Design has submitted an application for a special use permit and a major subdivision preliminary plat for various modifications to the MidSouth development. Modifications include adding two residential lots near the north entrance, subdividing off the property on which the north gatehouse is located, and amending the boundary of the 1988 MidSouth Master Plan to remove 9.26 acres between Knoll Road and Midland Road. The subject property is identified as PIN: 857200264820 (PARID: 00041026701).

Quasi-Judicial Hearing

Councilmember Pate requests to be recused from the hearing due to professional conflicts.

Mayor Pro Tem Murphy moved to excuse Councilmember Pate from the SU-06-22 MidSouth Modification Hearing, seconded by Councilmember Clement, the vote was as follows:

Mayor Haney - aye

Mayor Pro Tem Murphy - aye

Councilmember Pate - recused

Councilmember Clement - aye

Councilmember Petersen - aye

Motion passed

c. PD-12-22 Caropines Phases 3B & 4

Mr. Bob Koontz has submitted an application on behalf of Caropines Ventures, LLC and 71st Partners, LLC for a Planned Development - Preliminary Development Plan and Major Subdivision Preliminary Plat to create 75 lots in two additional phases of the Caropines development located off Airport Road across from the Moore County Airport. The proposed 75 units consist of 12 detached single-family lots with 8,000 square-foot minimum lot sizes and 11 smaller "cottage lots" with 5,000 square-foot minimum lot sizes in Phase 3B, and 52 attached single-family (townhome) lots with 2,000 square-foot per unit minimum lot sizes in Phase 4.

Quasi-Judicial Hearing

Councilmember Pate requests to be recused from the hearing due to professional conflicts.

Mayor Pro Tem Murphy moved to excuse Councilmember Pate from the PD-12-22 CaroPines Phases 3B & 4 Hearing, seconded by Councilmember Clement, the vote was as follows:

Mayor Haney - aye

Mayor Pro Tem Murphy - aye

Councilmember Pate - recused

Councilmember Clement - aye

Councilmember Petersen - aye

Motion passed

d. OA-04-22 Various Text Amendments to the Unified Development Ordinance

The Town of Southern Pines Planning Department is proposing to amend the Unified Development Ordinance (UDO) with a variety of text amendments and is requesting Town Council review and approval per UDO §2.17. The proposed amendments cover 9 topics, and the specific text of each amendment is depicted in a markup copy of the UDO that is attached to the staff report that is part of the Town Council meeting packet.

Town Manager Parsons asked if there were any questions regarding the amendments.

Mayor Haney likes the format of the changes. Councilmember Petersen and Clement agree.

5. REVIEW PROPOSED ACTION ITEMS FOR UPCOMING BUSINESS MEETING AGENDA

a. AR-24-22 Fort Bragg Federal Credit Union

KoontzJones Design is requesting an Architectural Compliance Permit on behalf of Fort Bragg Federal Credit Union for development of a retail bank on an undeveloped parcel of land within the Southern Pines Village development. The undeveloped parcel of land is located on the west side of Brucewood Road, between TerraBella senior living facility and Residence Inn by Marriott.

Senior Planner Alaina Mallette presented the application and staff report.

Councilmember Clement asked for a postponement of the hearing so staff had a chance to update the staff report since a lot of information was missing in the original application.

Mr. Dean Koontz of DeanKoontz Design for the applicant was present and ready to present the missing details

Councilmember Petersen feels the hearing should be postponed.

Council agrees that the hearing should be postponed to the February meeting.

6. REVIEW PROPOSED CONSENT AGENDA FOR UPCOMING BUSINESS MEETING AGENDA

Town Manager Parsons reviewed the Consent Agenda.

Discussion ensued.

a. Approve Resolution #1038: Records Retention and Disposition Schedule

Staff asks that the Council approve Resolution #1038 - Record Retention and Disposition Schedule per NCGS 121-5(c) and 132-8.

b. Budget Amendments

Staff requests approval on a number of budget amendments which are detailed in the attached memo.

- Ordinance #2042 - Amending the Sanitary Sewer Modernization Capital Project Fund
- Ordinance #2047 - Budget Ordinance for Municipal Service District Revenue Fund
- Ordinance #2048 - Amending the 2022/2023 Fiscal Year Budget - Move Leases
- Ordinance #2049 - Amending the 2022/2023 Fiscal Year Budget - Water Plant-Veolia
- Ordinance #2050 - Amending the 2022/2023 Fiscal Year Budget - ARPA monies to Enterprise Fund
- Ordinance #2051 - Amending the 2022/2023 Fiscal Year Budget - ARPA-Salaries

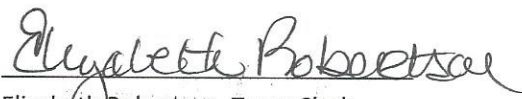
c. Town Council Meeting Minutes for December 13, 2022

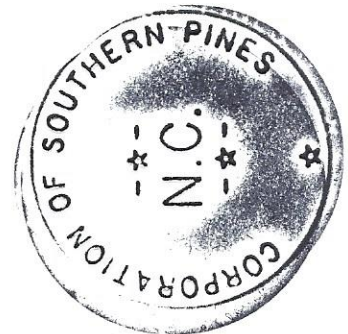
Staff has prepared the December 13, 2022, meeting minutes for review.

7. ADJOURNMENT

Upon motion by Councilmember Pate, seconded by Mayor Pro Tem Murphy and carried unanimously, Council adjourned at 6:40 pm.

Respectfully submitted:


Elizabeth Robertson, Town Clerk



TOWN OF SOUTHERN PINES RESOLUTION #1038
ACCEPTING RECORDS RETENTION AND DISPOSITION SCHEDULE

WHEREAS, the North Carolina Department of Natural and Cultural Resources, Division of Archives and Records, State Archives of North Carolina, Government Records Branch updated and revised the General Records Schedule for Local Government Agencies and Program Schedule; and

WHEREAS, the Town of Southern Pines currently uses this system for records retention and disposal; and

WHEREAS, "Public Record" means any document, paper, letter, map, book, photograph, film, sound recording, magnetic or other tape, electronic data-processing record, artifact or other documentary material, despite physical form or characteristics, made or received pursuant to law or ordinance in connection with the transaction of public business by any agency in North Carolina government or its subdivisions; and

WHEREAS, without a retention program, public records can accumulate, causing the need for additional storage space; and

WHEREAS, the Town of Southern Pines recognizes the new update requires a specific Agency Policy date for records to be discarded; and

WHEREAS, the Town of Southern Pines regards three (3) years as a valuable time for any records to be retained, save those records that are required to be kept longer per said schedule and deems the Agency Policy for appropriate time to retain all records to be discarded as a period of no less than three (3) years.

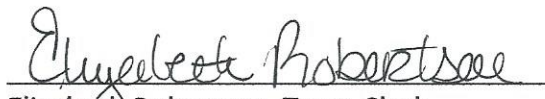
NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN COUNCIL OF SOUTHERN PINES accepts the revised Records Retention and Disposition General Records Schedule for Local Government Agencies and the revised Records Retention and Disposition Program Schedule for Local Government Agencies issued by the North Carolina Department of Cultural Resources, Division of Archives and Records, Government Records Section, dated October 1, 2021; and

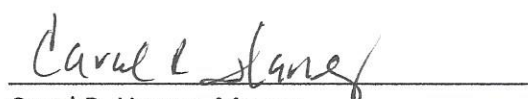
NOW, THEREFORE, BE IT FURTHER RESOLVED THAT THE TOWN COUNCIL OF SOUTHERN PINES that this Resolution is effective immediately upon approval.

Adopted this the 10th day of January 2023.

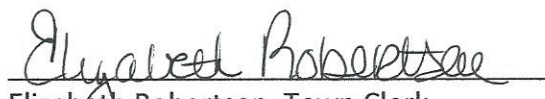
ATTEST:

TOWN OF SOUTHERN PINES


Elizabeth Robertson, Town Clerk


Carol R. Haney, Mayor

I certify that this resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on January 10, 2022 as shown in the Minutes of the Town Council meeting for that date.


Elizabeth Robertson, Town Clerk

