

## MINUTES

### **Town of Southern Pines Planning Board Regular Meeting Douglass Community Center, 1185 W. Pennsylvania Avenue March 21, 2019 at 7:00 PM**

The regular meeting of the Town of Southern Pines Planning Board was held on Thursday, March 21, 2019, at 7:00 PM at the Douglass Community Center, 1185 W. Pennsylvania Avenue, Southern Pines, North Carolina.

Present: Chairman Bill Pate, Vice Chairman Gary Carroll, and Board members Larry Harward, Mike Saulnier and Diane Westbrook.

Board member absent: William Ross.

Town staff present: Chris Kennedy, Assistant Town Manager/Community Development Director, B.J. Grieve, Principal Planner, Suzy Russell, Planner, and Cindy Williams, Secretary to the Planning Board.

Chairman Pate called the meeting to order.

#### APPROVAL OF MINUTES:

Diane Westbrook made a **motion**, which was seconded by Mike Saulnier, to approve the Minutes of the February 21, 2019 meeting. **The motion carried unanimously.**

#### PUBLIC HEARING:

#### **OA-01-19: Text Amendments to the Unified Development Ordinance; Petitioner: Town of Southern Pines Planning Division Staff**

The Planning Division of the Community Development Department has submitted a request to amend the Unified Development Ordinance (UDO) with a variety of proposed text amendments for the consideration of the Planning Board and Town Council. The proposed amendments include the following UDO Sections and Exhibits: §2.17.11 regarding Conditional Zoning Districts, §2.18.4(H) & §2.18.5(H) regarding Preliminary Development Plan criteria, Exhibit 3-15 and Exhibit 4-1 footnotes regarding minimum parcel size for keeping horses, §4.13(D)(1) regarding elevation certificates for construction in the Special Flood Hazard Area, §4.6, §4.6.7(H) and §4.6.22 (new) regarding signage in the Historic District Overlay and Appendix C, §C-7 through §C-9 regarding requirements for road composition in the Town of Southern Pines.

STAFF REPORT – Chris Kennedy, Assistant Town Manager and Community Development Director:

Mr. Kennedy provided an overview of the proposed text amendments set forth in the March 21, 2019 staff report.

With regard to the proposed amendment to UDO §4.13.4(D)(1), Mr. Grieve stated for the record that it has always been standard procedure for the Town to require Elevation Certificates for any new construction within the floodplain. This text amendment was forward to the State for review and comment.

Mr. Grieve stated that the proposed text amendments were sent to RLUAC and the proposed amendments to the sign regulations were forwarded to the members of the Historic District Commission. No comments had been received to date.

Mike Saulnier made a **motion**, which was seconded by Gary Carroll, to close the public hearing. **The motion carried unanimously.**

**PLANNING BOARD ACTION/RECOMMENDATION TO THE TOWN COUNCIL:**

Gary Carroll made a **motion**, which was seconded by Mike Saulnier, that after considering the criteria for text amendments found in UDO §2.17.10, the Planning Board finds that the requested text amendments are consistent with the Comprehensive Long Range Plan and the Planning Board adopts the Resolution included as Attachment “A” in the staff memorandum for OA-01-19. **The motion carried unanimously.**

Gary Carroll made a **motion**, which was seconded by Mike Saulnier, to recommend to the Town Council approval of OA-01-19. **The motion carried unanimously.**

**OLD BUSINESS:**

Mr. Kennedy stated that the issue of quasi-judicial matters being heard only by the Town Council is still under consideration and would be decided at a later date.

**NEW BUSINESS:**

Mr. Kennedy stated that pending affirmation from the County Commissioners, Benjamin Green has been appointed to the Planning Board as an ETJ member.

There being no further business the meeting adjourned at 7:45 PM.

Respectfully submitted:

Cindy Williams  
Secretary to the Planning Board