



**Planning Department**

801 SE Service Road  
Southern Pines, NC 28387

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[www.southernpines.net](http://www.southernpines.net)

**2026 Application Processing Timelines<sup>1</sup>**

<b>APPLICATION DEADLINE:<sup>2</sup></b>	<b>MEETING DATE:</b>
<b>Town Council:<sup>3</sup></b>	
Monday, January 5	Tuesday, February 10
Monday, February 2	Tuesday, March 10
Monday, March 2	Tuesday, April 14
Monday, April 6	Tuesday, May 12
Monday, May 4	Tuesday, June 9
Monday, June 1	Tuesday, July 14
Monday, July 7	Tuesday, August 11
Monday, August 3	Tuesday, September 8
Monday, September 8	Tuesday, October 13
Monday, October 5	Tuesday, November 10
Monday, November 2	Tuesday, December 15
Monday, December 7	Tuesday, January 12, 2027
<b>Town Council Work Session<sup>4</sup></b>	
Monday, January 12	Tuesday, January 28
Monday, February 9	Tuesday, February 25
Monday, March 9	Tuesday, March 25
Monday, April 13	Tuesday April 22
Monday, May 11	Tuesday, May 27
Monday, June 8	Tuesday, June 24
Monday, July 13	Tuesday, July 28
Monday, August 10	Tuesday, August 26
Monday, September 14	Tuesday, September 22
Monday, October 12	Tuesday, October 7
Monday, November 9	Tuesday, December 1 (due to the holidays)
No December work session	

<sup>1</sup> Timelines presented herein are guidelines for use by both planning staff and applicants. Timelines assume application is complete or can be made complete shortly after submittal, pursuant to §2.6 of the Town of Southern Pines Unified Development Ordinance (UDO).

<sup>2</sup> Deadlines are established by calculating required number of days for completeness review and application review prior to applicable meeting/hearing date, pursuant to §2.5.11 of the UDO.

<sup>3</sup> Includes five business days for completeness review followed by 30 calendar days to hearing date. Types of applications: Comprehensive Plan Amendments, UDO Text & Map Amendment, Planned Developments, Special Use Permits and Major Subdivision Preliminary Plats, Architectural Compliance Permits and R.O.W. Abandonment.

<sup>4</sup> Appearance at a Town Council work session prior to submittal of an application is not mandatory but is highly recommended.

<b>APPLICATION DEADLINE:<sup>5</sup></b>	<b>MEETING DATE:</b>
<b>Planning Board:<sup>6</sup></b>	
Monday, January 12	Thursday, February 22
Monday, February 9	Thursday, March 19
Monday, March 9	Thursday, April 23
Monday, April 13	Thursday, May 21
Monday, May 11	Thursday, June 18
Monday, June 8	Thursday, July 23
Monday, July 13	Thursday, August 20
Monday, August 10	Thursday, September 17
Monday, September 14	Thursday, October 22
Monday, October 12	Thursday, November 19
Monday, November 9	Thursday, December 17
Monday, December 14	Thursday, January 21, 2027
<b>Board of Adjustment<sup>7</sup></b>	
Monday, January 5	Wednesday, February 11
Monday, February 2	Wednesday, March 11
Monday, March 2	Wednesday, April 15
Monday, April 6	Wednesday, May 13
Monday, May 4	Wednesday, June 10
Monday, June 1	Wednesday, July 15
Monday, July 7	Wednesday, August 12
Monday, August 3	Wednesday, September 9
Monday, September 8	Wednesday, October 14
Monday, October 5	Wednesday, November 12
Monday, November 2	Wednesday, December 16
Monday, December 7	Wednesday, January 9, 2027
<b>Historic District Commission:<sup>8</sup></b>	
Tuesday, January 5	Thursday, February 12
Monday, February 2	Thursday, March 12
Monday, March 2	Thursday, April 12
Monday, April 6	Thursday, May 14
Monday, May 4	Thursday, June 11
Monday, June 1	Thursday, July 9
Monday, July 7	Thursday, August 13
Monday, August 3	Thursday, September 10
Monday, September 8	Thursday, October 8
Monday, October 5	Thursday, November 12
Monday, November 2	Thursday, December 10
Monday, December 7	Thursday, January 14, 2027
<b>Technical Review Committee:<sup>9</sup></b>	
Monday by 5:00 PM	Tuesday (specific date & time scheduled)

<sup>5</sup> Deadlines are established by calculating required number of days for completeness review and application review prior to applicable meeting/hearing date, pursuant to §2.5.11 of the UDO.

<sup>6</sup> Includes five business days for completeness review followed by 25 calendar days to hearing date. Types of applications: Comprehensive Plan Amendments, UDO Text & Map Amendment, Planned Developments, Special Use Permits and Major Subdivision Preliminary Plats.

<sup>7</sup> Includes five business days for completeness review followed by 30 calendar days to hearing date. Actual timing may vary based on date of submittal and scheduled hearing dates (UDO §2.22.2). Types of applications: Variances and Appeals.

<sup>8</sup> Timeframe provided allows for review of a complete application within a shorter period of time than the 60 days allowed pursuant to §2.28 of the UDO. Type of application: Certificates of Appropriateness – Major Work.

<sup>9</sup> Type of Application: Site Plans; scheduled per UDO §2.48.5(B) or (C).

