

AGENDA

January 6, 2021, 6:00 PM Town Council Virtual Agenda Meeting Agenda

January 6th, 2020 6:00 PM Town Council Agenda Meeting:

- Attend using your computer or smartphone to watch and listen to the proceedings and to provide comment when prompted. Register for the meeting in advance by going to: <https://attendee.gotowebinar.com/register/7084633216207664397>
- Attend using your telephone to listen to the proceedings and to provide comment when prompted. At the meeting time, dial (562) 247-8422 then use Audio Access Code 130-578-438.
- Attend using the GoToWebinar app on your tablet or smartphone by entering Webinar ID 860-906-075

Call to Order

Pledge of Allegiance

1. **Manager's Comments**
2. **Consent Agenda - (Request for Adoption)**

All items listed below are considered routine and will be enacted by one motion and without discussion.

- A. Adopt Worksession Meeting Minutes of November 23, 2020, Agenda Meeting Minutes of December 2, 2020, Regular Business Meeting Minutes of December 8, 2020 and Special Meeting Minutes of December 10, 2020 aswritten.

B. Budget Amendments

<u>DEPARTMENT</u>	<u>LINE ITEM</u>	<u>CODE</u>	<u>INCREASE</u>	<u>DECREASE</u>
General Fund	Miscellaneous Revenue	10-335-0000	\$ 12,166.00	
Fire	Auto Repair	10-530-1700	\$ 12,166.00	

- C. AX-01-21: Set Public Hearing for a Request for Voluntary Annexation of Property Contiguous to the Corporate Limits of the Town of Southern Pines; ±157.51 Acres; Petitioner: Town of Southern Pines

- Resolution Directing the Town Clerk
- Resolution Setting Date of Public Hearing

D. Board Appointments

- Library Advisory Board
 - Jackie Covington 1/1/2021 – 12/31/2023
 - Elizabeth Strickland 1/1/2021 – 12/31/2023
 - William Hamel 1/1/2021 – 12/31/2022 Fill Shuris Campbell unexpired term, 1/1/2021 – 12/31/2022

- E. Relief from the Town's Unified Development Ordinance for a Town Initiated Request pursuant to § 8.5.2

3. Miscellaneous

- A. OA-04-20: Text Amendments to the Unified Development Ordinance (UDO); Petitioner, Town of Southern Pines Planning Division Staff
- B. Z-04-20: Request a conditional zoning district rezoning of seven (07) existing parcels for a total of 3.05 acres located between US 1 SW Service Road and S Hale Street; from OS (Office/Service) to GB-CD (General Business Conditional District) for the purpose of developing an indoor self-storage building; Applicant: Longleaf Pines Storage, LLC, Mr. Will Huntley; Authorized Agent: Tim Carpenter, LKC Engineering, PLLC
- C. CU-07-20 and S-36-20, Conditional Use Permit and Major Subdivision Preliminary; Camp Easter Cottages

4. Public Hearings – (All Hearings below to be held at the January 12, 2021 Regular Business Meeting)

Per GS §166A-19.24(e) no action may be taken until at least 24 hours after a remote public hearing to allow for additional written comments. All reports below are prepared accordingly.

Therefore, decisions and adoption of all required documents (such as Findings of Fact, Written Decisions, Plan Consistency Statements, Ordinances, etc., as applicable) will occur at the January 25, 2021 Worksession Meeting.

- A. CU-08-20, Conditional Use Permit; 150 S Page Street

5. Public Comments

PUBLIC COMMENT PROCEDURES

The Southern Pines Town Council is committed to allowing members of the public an opportunity to offer comments and suggestions. In addition to public hearings, a special time is set aside for the purpose of receiving such comments and suggestions. All comments and suggestions addressed to the Council during the Public Comment Period shall be subject to the following procedures:

1. The Public Comment Period will be held at the end of the Council Meeting.
2. Each person choosing to speak is asked to keep their statements to a reasonable length in time in recognition that others may also wish to speak and that the Council requires time to conduct its normal business. The Chair retains the right to limit discussion as he/she deems necessary.
3. Speakers will be acknowledged by the Mayor/Chair. Speakers will address the Council from the lectern at the front of the room and begin their remarks by stating their name and address for the record.
4. Public comment is not intended to require the Council and/or staff to answer any impromptu questions. Speakers will address all comments to the entire Council as whole and not one individual member. Discussions between speakers and members of the audience will not be permitted.
5. Speakers will be courteous in their language and presentation. Matters or comments which are harmful, discriminatory or embarrassing to any citizens, official or employee of the Town shall not be allowed. Speaker must be respectful and courteous in their remarks and must refrain from personal attacks and the use of profanity.
6. Any applause will be held until the end of the Public Comment Period.
7. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Clerk to the Council.
8. Speakers shall not discuss any of the following: matters which concern the candidacy of any person seeking public office, including the candidacy of the person addressing the Council; matters which are closed session matters, including but not limited to matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition, matters which are made confidential by law; **matters which are the subject of public hearings.**
9. Action on items brought up during the Public Comment Period will be at the discretion of the Council.

MINUTES

Virtual Worksession Town of Southern Pines Monday November 23, 2020, 3:00 pm

Town Council Work Session on November 23rd, 2020 at 3:00 PM:

- Attend using your computer or smartphone to watch and listen to the proceedings and to provide comment when prompted. Register for the meeting in advance by going to: <https://attendee.gotowebinar.com/register/9060597447747036174>
- Attend using your telephone to listen to the proceedings and to provide comment when prompted. At the meeting time, dial (631) 992-3221 then use Audio Access Code 392-319-402.
- Attend using the GoToWebinar app on your tablet or smartphone by entering Webinar ID 555-865-323.

Worksession Agenda

Call to Order

Pledge of Allegiance

Mayor Haney welcomed everyone to the meeting.

1. Development Finance Initiative (DFI) – West Southern Pines Phase I Report

Sarah Odio provided a slide show presentation explaining the updates after the community engagement efforts project with feedback and case studies of other communities that have attempted to revitalize neighborhoods. Ms. Odio spoke regarding the Lost City impact as well as code enforcement issues with high distressed and prominent intersections.

Marcia Perrit, recommended tools for property abandonment as well as long term abandoned properties.

Ms. Odio pointed out the potential next steps to move forward with this process and suggested approval of a feasibility study with the Primary School and explained the importance of keeping the history of the primary school within this process.

Mayor Haney stated Council would like to see this move forward with the land trust agreement.

Councilman Lancaster commented that the Task Force voted to move forward with the DFI and land trust agreement.

Upon motion by Councilman Lancaster, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this was approved as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Saulnier – Aye
Councilman Pate – Aye

Mr. Rich of Mechanic Street thanked Council for what they have done for West Southern Pines with a caveat. Mr. Rich discussed the possibility that this could include some folks losing their property and this would add to the already negative effects of some things that would be included in the proposed plans and the community should be heard.

Mayor Haney stated that is not the intent of her mission statement for revitalization of this community.

Ms. Odio thanked Mr. Rich for all of his great input and attendance of their meetings.

2. Consent Agenda

All items below are considered routine and will be enacted by one motion and without discussion

A. Budget Amendments

<u>DEPARTMENT</u>	<u>LINE ITEM</u>	<u>CODE</u>	<u>INCREASE</u>	<u>DECREASE</u>
General Fund	Miscellaneous Revenue	10-335-0000	\$ 10,817.00	
Police	Police Donations	10-370-0300	\$3,025.00	
Police	Auto Repair/Patrol	10-511-1700	\$817.00	
Police	Office Supplies	10-511-3300	\$13,025.00	

B. Resolution Authorizing Disposition of Surplus Library Documents by Deed of Gift

C. Authorization of the Town Manager to escrow funds and other related activities toward acquisition of land

Town Manager Parsons reviewed the Consent Agenda.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the Consent Agenda was approved as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Saulnier – Aye
Councilman Pate – Aye

3. Miscellaneous

A. CU-06-20 and S-33-20, Amendment to Conditional Use Permit and Major Subdivision Preliminary Plat CU-03-17 and S-48-17; Ravensbrook

Planner Long provided an overview of the item.

Councilman Saulnier moved to approve CU-06-20 and S-33-20 with the conditions listed in the staff report. This motion was seconded by Mayor Pro Tem Murphy and carried unanimously 5-0 as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Saulnier – Aye
Councilman Pate – Aye

Councilman Saulnier moved to adopt attachment B of the staff report as a finding of fact with the following additional conditions listed in the staff report.

Planning Board Recommended Conditions:

1. Developer must complete the sidewalks in Phase 1, the temporary parking lot, as well as the temporary trail to provide access to the existing Forest Creek greenway system by or before the deadline established in the Subdivision Improvement Agreement signed by the Town of Southern Pines on June 17, 2020.
2. The entirety of the temporary trail must be constructed to the standard as proposed by the applicant in the exhibit provided by the project engineer at the public hearing conducted by the Planning Board on September 17, 2020 and also attached as an exhibit to this report.
3. The proposed permanent parking area and 200 feet of asphalt connecting the permanent parking area and sidewalks in Phase 2 to the Forest Creek greenway trail be installed and a Subdivision Improvement Agreement be submitted for the permanent sidewalks in Phase 2 prior to the administrative approval of the Final Plat for Phase 2.
4. The permanent sidewalks in Phase 2 be completed in accordance with the timeline established in the Subdivision Improvement Agreement for Phase 2.

This motion was seconded by Mayor Pro Tem Murphy and carried unanimously 5-0 as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Saulnier – Aye
Councilman Pate – Aye

Councilman Saulnier moved to approve preliminary plat S and Adopt Attachment “B” of the staff report as our Findings of Fact regarding the proposed Preliminary Plat S-33-20. This motion was seconded by Mayor Pro Tem Murphy and carried unanimously 5-0 as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Saulnier – Aye
Councilman Pate – Aye

Councilman Saulnier move to Approve the Written Decision for CU-06-20 and S-33-20 as prepared by Town Staff; This motion was seconded by Mayor Pro Tem Murphy and carried unanimously 5-0 as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Saulnier – Aye
Councilman Pate – Aye

- A.** OA-03-20: Text Amendments to Exhibits 3-6 and 3-7 of the Southern Pines Unified Development Ordinance (UDO) to Increase Maximum Building Height to 40’ in Multi-Family Residential (RM) Zones.

Planning Director Grieve provided a brief overview of the item.

Councilman Saulnier moved that after considering the criteria for a UDO text amendment found in in UDO §2.17.10, the Town Council finds that:

1. The requested text amendments are consistent with the Comprehensive Long-Range Plan and the Town Council adopts the Resolution that is included as Attachment “A” in the staff report for OA-03-20;
2. The requested text amendments are consistent with the Comprehensive Long Range Plan and the Town Council adopts the Resolution that is included as Attachment “A” in the staff report for OA-03-20 with the following edits or comments to Attachment “A” as listed in the staff report.
3. The requested text amendments are not consistent with the Comprehensive Long Range Plan and the Town Council adopts the Resolution that is included as Attachment “A” in the staff report for OA-03-20 with the following edits or comments to Attachment “A” as listed in the staff report.

And, therefore, he moved to:

1. Approve OA-03-20; This motion was seconded by Mayor Pro Tem Murphy and carried unanimously 5-0 as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Saulnier – Aye
Councilman Pate – Aye

- B.** OA-02-20: Text Amendments to §5.9.1 of the Southern Pines Unified Development Ordinance (UDO) to Permit Food Trucks in the Central Business (CB) Zoning District outside the Historic District Overlay (HDO).

Councilman Saulnier asked if they would be opening a pandora’s box by changing the ordinance amendments that could possibly create more issues than desired.

Director Grieve discussed the process of a few different scenarios.

Councilman Saulnier stated there could be a lot of unintended circumstances with this item.

Town Manager Parsons discussed the special event requirements for clarification purposes as related to this request.

Councilman Lancaster stated he would be in favor of a limitation on the hours of operation and option #2 would need to be a component of the decision.

Discussion ensued.

Mike Carey on behalf of Hatchet Brewing Company discussed his request to be heard and for it to be known by the public that they have been complying and to settle any issues in the future.

Town Manager Parsons explained possible outcomes and scenarios with this particular request.

Councilman Pate inquired if there is any type of time frame if Council decides to take no action.

Town Manager Parsons discussed the options and what would be suggested at this time.

Discussion ensued.

Council unanimously decided to make no actions at this time with this request.

Mayor Haney thanked Hatchet Brewery for their patience with this.

No public comments were raised.

Mayor Haney wished everyone a Happy Thanksgiving and extended an invitation to the virtual tree lighting.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the meeting was adjourned.

There being no further business the meeting adjourned at 4:43 pm.

Peggy K. Smith, Town Clerk

Minutes

**Town Council Virtual Agenda Meeting Agenda
December 2, 2020, 6:00 PM**

Town Council Agenda Meeting on December 2nd, 2020 at 6:00 PM:

- Attend using your computer or smartphone to watch and listen to the proceedings and to provide comment when prompted. Register for the meeting in advance by going to: <https://attendee.gotowebinar.com/register/662166994980260366>
- Attend using your telephone to listen to the proceedings and to provide comment when prompted. At the meeting time, dial (213) 929-4232 then use Audio Access Code 279-356-384.
- Attend using the GoToWebinar app on your tablet or smartphone by entering Webinar ID 840-443-755.

Call to Order

Pledge of Allegiance

Mayor Haney welcomed everyone to the meeting and thanked town staff and participating sponsors for the beautiful Christmas wreaths, decorations and trees downtown.

1. Manager's Comments

Town Manager Parsons provided information regarding the upcoming virtual meetings schedule with instructions on how to individually sign in to participate. Town Manager Parsons requested to remove the October 26, 2020 minutes to add additional information and be added to the next meeting agenda.

2. Presentation of Fiscal Year 2019-2020 Audit – Chad Cook, Dixon Hughes Goodman

John Frank provided a slide show presentation and executive summary of the fiscal year 2019-2020 financial audit.

Town Manager Parsons reminded Council that the 2019 increase was the sale of the Waterworks property and not an annual income.

Mayor Haney thanked the Finance Department and Finance Director Tess Brubaker-Speis for the continued success of the finances of the town.

3. Consent Agenda - (Request for Adoption)

All items listed below are considered routine and will be enacted by one motion and without discussion.

A. Acceptance of the FY 2019-2020 Audit

B. Adopt Worksession Meeting Minutes of October 26, 2020, Closed Worksession Minutes of October 26, 2020, Agenda Meeting Minutes of November 4, 2020 and Regular Business Meeting Minutes of November 10, 2020 as written.

C. Budget Amendments

	Line Item	Increase	Decrease	
-	General Fund – Misc.	10-335-0000	\$1,132.00	
-	Fire Dept. – Auto Repair	10-530-1700	\$1,132.00	
-	Fund 59 General Capital Reserve			\$245,000
-	Fund 41 Open Space Capital Project Fund		\$245,000	

Town Manager Parsons provided an overview of the Consent Agenda.

Upon motion by Councilman Saulnier, seconded by Councilman Lancaster and carried unanimously 5-0, the Consent Agenda was approved as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

4. Miscellaneous – (To be Potentially acted on at this meeting)

- A.** OA-02-20: Text Amendments to §5.9.1 of the Southern Pines Unified Development Ordinance (UDO) to Permit Food Trucks in the Central Business (CB) Zoning District outside the Historic District Overlay (HDO).

Planning Director Grieve provided an overview of the item.

Councilman Saulnier stated he moves that after considering the criteria for a UDO text amendment found in in UDO §2.17.10, the Town Council finds that:

The requested text amendments are unnecessary because at this time, the existing Special Event Permit process is an appropriate way to permit mobile food services to operate temporarily at special events in the Central Business zoning district without amending the UDO in a way that may have unintended consequences. The spirit and intent of the Special Event Permit process keeps entrepreneurship alive and well in downtown Southern Pines, which is consistent with current public policy. The proposed text amendments are found to be inconsistent with the Comprehensive Long Range Plan and the Town Council adopts the Resolution that is included as Attachment “A” in the staff report for OA-02-20;

And, therefore, moved to:

1. Deny OA-02-20 as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

- B.** RD-04-20: Request for the Town of Southern Pines to Accept an Offer of Dedication for Perpetual Maintenance of a portion of South Carlisle Street

Town Manager Parsons stated there is no request for action for this item this evening and provided an overview with an expected acceptance ready next week.

- C.** Resolution releasing 1946 Deed Restrictions on the Elks Club property (request for action at December 8 meeting)

Town Manager Parsons provided an overview of the item with the most recent updates.

Town Manager Parsons stated the upcoming virtual meetings information has been made public on the town website.

Council unanimously agreed to conduct a virtual special meeting on December 10, 2020 at 5:00 pm to discuss A. RD-04-20: Request for the Town of Southern Pines to Accept an Offer of Dedication for Perpetual Maintenance of a portion of South Carlisle Street and B. RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR PURCHASE OF LAND

5. Public Hearings – (All Hearings below to be held at the December 8 Regular Business Meeting)

Per GS §166A-19.24(e) no action may be taken until at least 24 hours after a remote public hearing to allow for additional written comments. All reports below are prepared accordingly.

Therefore, decisions and adoption of all required documents (such as Findings of Fact, Written Decisions, Plan Consistency Statements, Ordinances, etc., as applicable) will occur at the January 6, 2021 Agenda Meeting with the potential exception of Item E. for which a Special Meeting of Town Council will be requested.

- A.** Z-04-20: Request a conditional zoning district rezoning of seven (07) existing parcels for a total of 3.05 acres located between US 1 SW Service Road and S Hale Street; from OS (Office/Service) to GB-CD (General Business Conditional District) for the purpose of developing an indoor self-storage building; Applicant: Longleaf Pines Storage, LLC, Mr. Will Huntley; Authorized Agent: Tim Carpenter, LKC Engineering, PLLC.
- B.** CU-07-20 and S-36-20, Conditional Use Permit and Major Subdivision Preliminary; Camp Easter Cottages

- C. OA-04-20: Text Amendments to the Unified Development Ordinance (UDO); Petitioner, Town of Southern Pines Planning Division Staff
- D. Public Hearing to consider entering into an installment Financing Agreement for the purpose of improvements at the Public Works Annex facility, 801 SE Service Road
- E. Public Hearing to consider entering into a contract for the acquisition of 157 +/- acres of land and improvements located between PeeDee Road and the Reservoir Park

6. Public Comments

Councilman Lancaster expressed his concerns regarding the mandating of school aged children being required to wear face masks during any type of indoor exercise and the possible negative health affects this could cause.

As so incorporated to these minutes of December 2, 2020 are exact copies as so recorded in the ordinance and resolution books of the Town of Southern Pines as fully set out in the minutes.

Upon motion by Councilmember Saulnier, seconded by Councilmember Lancaster and carried unanimously 5-0 the meeting was adjourned.

There being no further business the meeting adjourned at 6:57 pm.

Peggy K. Smith
Town Clerk

Minutes

Regular Business Meeting of the Southern Pines Town Council December 8, 2020, 6:00 PM, Virtual Meeting

December 8th, 2020 6:00 PM Town Council Regular Meeting:

- Attend using your computer or smartphone to watch and listen to the proceedings and to provide comment when prompted. Register for the meeting in advance by going to: <https://attendee.gotowebinar.com/register/8055538266843946510>
- Attend using your telephone to listen to the proceedings and to provide comment when prompted. At the meeting time, dial (415) 655-0052 then use Audio Access Code 524-767-695.
- Attend using the GoToWebinar app on your tablet or smartphone by entering Webinar ID 607-397-819

Call to Order

Mayor Haney welcomed everyone to the meeting and reviewed the upcoming meeting dates.

Pledge of Allegiance

1. Manager's Comments

Town Manager Parsons provided an overview of the Consent Agenda and stated a virtual Special Meeting has been unanimously decided for December 10, 2020 at 5:00 pm to vote on a couple items after the 24-hour waiting period from this meeting. All upcoming virtual meetings information for December and January have been provided on the town website.

2. Consent Agenda

All items listed below are considered routine and will be enacted by one motion and without discussion.

- A. Adopt Worksession Meeting Minutes of October 26, 2020 aswritten.
- B. Resolution releasing 1946 Deed Restrictions on the Elks Club property

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the Consent Agenda was approved as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier - Aye

3. Miscellaneous

- A. RD-04-20: Request for the Town of Southern Pines to Accept an Offer of Dedication for Perpetual Maintenance of a portion of South Carlisle Street

4. Public Hearings

Per GS §166A-19.24(e) no action may be taken until at least 24 hours after a remote public hearing to allow for additional written comments. All reports below are prepared accordingly.

Therefore, decisions and adoption of all required documents (such as Findings of Fact, Written Decisions, Plan Consistency Statements, Ordinances, etc., as applicable) will occur at the January 6, 2021 Agenda Meeting with the potential exception of Item D. for which a Special Meeting of Town Council will occur at 5pm on December 10. Log-in information for that meeting can be found at the end of this Agenda.

- A. Z-04-20: Request a conditional zoning district rezoning of seven (07) existing parcels for a total of 3.05 acres located between US 1 SW Service Road and S Hale Street; from OS (Office/Service) to GB-CD (General Business Conditional District) for the purpose of developing an indoor self-storage building; Applicant: Longleaf Pines Storage, LLC, Mr. Will Huntley; Authorized Agent: Tim Carpenter, LKC Engineering, PLLC.

Mayor Haney stated she appreciates the cooperation between the applicant and the citizens of West Southern Pines.

Planner Russell provided an overview of the item and stated there are future proposed sidewalks which the petitioner will be responsible for the costs of. These are the ones not listed in purple. The proposed sidewalks listed in purple will be the responsibility of the town.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this public hearing was opened as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

Phillip Picerno provided a presentation with an overview of the proposed site plans, data, architectural renderings, etc. Mr. Picerno discussed the history of the property and their intentions of development. Mr. Huntley asked Council to grant their rezoning request after discussing their plans to move forward. Mr. Picerno continued discussing how they would like to move forward with these plans with a beneficial effect on the community.

Will Huntley discussed the history of their family and business here in Moore County and their proposed site plans and development intentions. Mr. Huntley stated they feel they have received some positive support for this project even though they have had some outspoken residents that are against this proposed plan.

Mr. Rich of Mechanic Street stated this proposed good neighbor has just questioned the community's motives as related to their petition. Mr. Rich discussed his concerns regarding what is happening to their community and in their community. He stated that the West Side of Southern Pines should not now nor ever be up for sale to the highest bidder. Mr. Rich continued discussing the community's concerns regarding this proposal and also referred to the petition against this proposal that has been submitted to the Town of Southern Pines. Mr. Rich stated this would have major negative impacts to the West Southern Pines community and the citizens have voiced not being in favor of this endeavor with over 400 signatures on a petition against this rezoning.

Nora Bowman of 740 S. Hale Street spoke on some items the applicant has discussed and referred to the current CLRP regarding planning and zoning guidelines and how this proposed building does not fall within acceptable compliance of the CLRP. Ms. Bowman further discussed how the increased traffic though a residential neighborhood will be negatively affected as well, with many misunderstandings within this application. Ms. Bowman stated the DFI did not address anything about this size of a building in this neighborhood.

Felicia Winfield of 1760 W. N.Y. Avenue discussed her personal feelings that the petitioner did not put forth enough effort to involve the community and found it as a personal insult that they brought in an attorney to intimidate citizens as to not possibly petition this application, etc. Ms. Winfield stated she would like this application to be denied and expressed her reasoning why she feels this is just an outside developer that just wants to come in here and make money.

Suzanne Coleman of 225 N. May Street that Nora Bowman was an appointed member of the CLRP and therefore has extensive credence of input.

Deidre Shelton of 760 S. Hale Street stated she also rejects this project and they were not aware of the very first meeting and there has been very bad communication from the start. The true residents and surrounding residents are not in favor of this as it would make money for the applicant's pockets but not for the residents.

Quincey Bowman 740 S. Hale Street stated he supports the decision of the Planning Board to reject this application and further discussed the reasons why it would negatively the neighborhood, etc.

Bobbie Oglesbay of 3 Dewberry Drive stated the notices put out by community leaders were not received by the

property owners. Ms. Oglesby further discussed the negative effects this would bring and stated she was involved with the original petition and there were specified lines for names and signatures and she does not see how anyone could attempt to say any signatures were forged. Ms. Oglesby discussed the CLRP requirements of this area and stated she would rather see affordable housing be constructed in their neighborhood instead of this type of development which could house prostitution and drugs.

Tonya McNeill of 720 S. Hale Street directly across the street of this proposed site. Ms. McNeill discussed her concerns of the traffic that will be coming into a residential neighborhood at all times of the night and day, etc.

Nettie Calfee of 207 Medlopien Drive discussed the zoning history of the property and stated as a realtor, the property value of nearby properties would rather see something on the property instead of vacant property in the area.

Tony Johnson of spoke on behalf of the development team of the petitioner regarding the proposed operating hours of the facility and gate access hours.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the public hearing was closed as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

B. OA-04-20: Text Amendments to the Unified Development Ordinance (UDO); Petitioner, Town of Southern Pines Planning Division Staff

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this public hearing was opened as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

Planning Director Grieve provided an overview of the item.

James Michel, Town Engineer introduced himself and reviewed the standard of street design as well as the engineering construction manual he has compiled.

Town Manager Parsons thanked Town Engineer Michel for his work on this item.

No comments were voiced.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the public hearing was closed as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

C. Public Hearing to consider entering into an installment Financing Agreement for the purpose of improvements at the Public Works Annex facility, 801 SE Service Road

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this public hearing was opened as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster - Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

Town Manager Parsons provided an overview.

Mr. Rich discussed if minority businesses were going to have the opportunity to bid on this project and asked if they could get a 10 day running head start to get this information. Mr. Rich asked what company is managing this for the town.

Town Manager Parsons explained how this process works under NC State Law and Statutes.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the public hearing was closed as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

- D. Public Hearing to consider entering into a contract for the acquisition of 157 +/- acres of land and improvements located between PeeDee Road and the Reservoir Park

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this public hearing was opened as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

Town Manager Parsons provided a brief overview of the item.

Mayor Haney thanked Barbara Sherman for her participation with the purchase of this historic property and stated a virtual Special Meeting has been called on Thursday December 10, 2020 at 5:00 pm to further discuss this acquisition.

Discussion ensued regarding the plans for this property.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the public hearing was closed as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

- E. CU-07-20 and S-36-20, Conditional Use Permit and Major Subdivision Preliminary; Camp Easter Cottages

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this public hearing was opened as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye

Councilman Pate – Aye
Councilman Saulnier – Aye

Mayor Haney reviewed the quasi-judicial public hearing procedures and swore in all interested person wishing to testify on this item.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this public hearing was opened as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

Planner Long provided an overview of the item.

Mayor Haney swore in Andy Reddish.

Nick Roberson provided a brief overview.

Travis Fluitt of Kimley Horne provided discussion questions and answers regarding this item.

Discussion ensued regarding moving forward.

Mayor Haney accepted Travis Fluitt as an expert witness in traffic analysis.

Mr. Robinson stated the entire application and all documents were accepted and entered into evidence as Exhibit #1 from the staff report. Mayor Haney agreed.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the public hearing was closed as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

5. Public Comments

No public comments were voiced.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, the meeting was adjourned as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

As so incorporated to these minutes of December 8, 2020 are exact copies as so recorded in the ordinance and resolution books of the Town of Southern Pines as fully set out in the minutes.

There being no further business the meeting adjourned at 9:17 p.m.

Peggy K. Smith
Town Clerk

Minutes

Special Meeting of the Southern Pines Town Council December 10, 2020, 5:00 PM, Virtual Meeting

December 10th, 2020 5:00 PM Town Council Special Meeting: The public will take note that the Southern Pines Town Council will meet as a group virtually on December 10, 2020 at 5:00 pm to consider action on a contract to purchase land.

- Attend using your computer or smartphone to watch and listen to the proceedings and to provide comment when prompted. Register for the meeting in advance by going to:
<https://attendee.gotowebinar.com/register/6566417992889195023>
- Attend using your telephone to listen to the proceedings and to provide comment when prompted. At the meeting time, dial (415) 930-5321 then use Audio Access Code 556-889-663.
- Attend using the GoToWebinar app on your tablet or smartphone by entering Webinar ID 717-547-779

Call to Order

Pledge of Allegiance

1. Manager's Comments

Town Manager Parsons reviewed the Agenda and stated the closing for this transaction will take place Tuesday December 15th at 10:00 am. He and thanked all involved and especially the work the attorneys and sellers have done in this short turn around time.

2. Miscellaneous

- A.** RD-04-20: Request for the Town of Southern Pines to Accept an Offer of Dedication for Perpetual Maintenance of a portion of South Carlisle Street

Planner Long provided an overview of the item.

John Birath thanked everyone for making this dedication happen.

Mayor Haney thanked Mr. Birath for everything he has done to keep this project moving forward.

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this item was approved as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier - Aye

B. RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR PURCHASE OF LAND

Upon motion by Councilman Saulnier, seconded by Mayor Pro Tem Murphy and carried unanimously 5-0, this item was approved as follows:

Mayor Haney – Aye
Mayor Pro Tem Murphy – Aye
Councilman Lancaster – Aye
Councilman Pate – Aye
Councilman Saulnier – Aye

Town Manager Parsons reminded the public that the virtual meeting information for meetings out to January has been provided on the Town website.

Councilmembers thanked Barbara Sherman for this huge opportunity for the Town to make this property a valuable asset to the residents.

Mayor Haney read an email from Ms. Sherman thanking the Town for purchasing the property and utilizing it for the greater good of the community.

3. Public Comments

No public comments were made and the meeting was unanimously adjourned.

As so incorporated to these minutes of December 10, 2020 are exact copies as so recorded in the ordinance and resolution books of the Town of Southern Pines as if fully set out in the minutes.

There being no further business the meeting adjourned at 5:17 pm.

Peggy K. Smith
Town Clerk

DRAFT



Southern Pines

FIRE & RESCUE

(910) 692-2720
www.southernpines.net/fire
500 West Pennsylvania Avenue
Southern Pines, North Carolina 28387

To: Town Council
From: Mike Cameron, Fire Chief 
Date: Nov. 24, 2020
Re: Request for Budget Amendment

The Fire Department is requesting to transfer a total of \$12,165.70 dollars from the Misc. Fund - Insurance (10-335-0000) to the Fire Department-Auto Repair line item (10-530-1700).

The Southern Pines Fire Department received an insurance reimbursement of \$12,165.70 from Interlocal Risk Financing Fund of NC for damage to a 2012 Pierce Fire Truck. We are requesting this budget amendment in order to maintain our Auto Repair line item (10-530-1700) for the remainder of this fiscal year.

DEPARTMENT	LINE ITEM	CODE	INCREASE	DECREASE
General	Misc. Fund – Ins	10-335-0000	\$12,165.70	
Fire	Auto Repair	10-530-1700	\$12,165.70	

Thank you for your assistance.

Cc: Reagan Parsons, Town Manager
Tess Brubaker, Finance Director

**AN ORDINANCE
AMENDING THE 2020/2021 FISCAL YEAR BUDGET**

BE IT ORDAINED AND ESTABLISHED by the Town Council of the Town of Southern Pines in regular session assembled this 6th day of January, 2021 that the Operating Budget for the Fiscal Year 2020/2021 be and hereby is amended as follows:

<u>DEPARTMENT</u>	<u>LINE ITEM</u>	<u>CODE</u>	<u>INCREASE</u>	<u>DECREASE</u>
General Fund	Miscellaneous Revenue	10-335-0000	\$ 12,166.00	
Fire	Auto Repair	10-530-1700	\$ 12,166.00	

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of January 6, 2021 as shown in the minutes of the Town Council for that date.

Peggy K. Smith, Town Clerk

Consent Agenda Item

To: Reagan Parsons, Town Manager
Via: BJ Grieve, Planning Director
From: Cindy Williams, Planning Technician
Subject: AX-01-21: Set Public Hearing for a Request for Voluntary Annexation of Property Contiguous to the Corporate Limits of the Town of Southern Pines; ±157.51 Acres; Petitioner: Town of Southern Pines
Date: January 6, 2021

I. SUMMARY OF APPLICATION REQUEST:

The Town of Southern Pines is proposing to annex a ±157.51 acre parcel that is currently outside of the corporate limits of the Town of Southern Pines. Per the Moore County tax records, the property owner is Barbara L. Sherman. The property was conveyed by Barbara L. Sherman to the Town of Southern Pines by deed recorded in the Moore County Register of Deeds office on December 15, 2020 in Book 5492 at Page 240. The subject parcel is currently identified as PIN: 858317116814 (PARID: 99000591).

II. PROJECT INFORMATION:

A. Physical Addresses:

490 Pee Dee Road
Southern Pines, NC 28387

B. Property Owner:

Town of Southern Pines
P.O. Box 870
Southern Pines, NC 28388

C. Applicant:

Town of Southern Pines
P.O. Box 870
Southern Pines, NC 28388

D. Property Identification Number (PIN) & Parcel Identification:

PIN: 858317116814; PARID: 99000591

E. Size of Property:

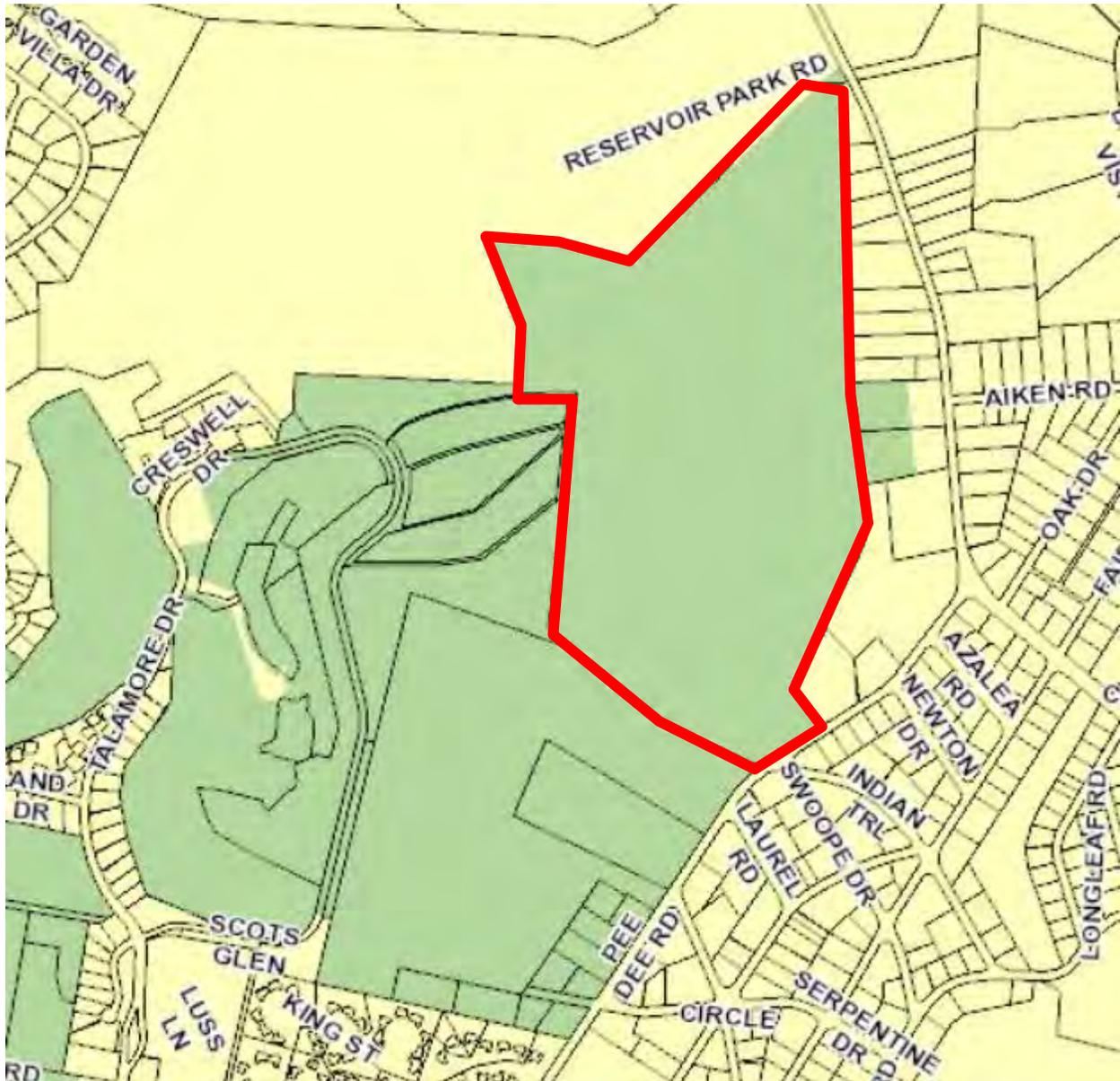
Total Current Acreage: ±157.51 acres

III. STAFF COMMENTS:

- The applicant has submitted an annexation petition accompanied by a map and a written metes and bounds description of the subject property.
- The request is for a contiguous annexation as the adjacent properties to the east are within the corporate limits of the Town of Southern Pines (see Figure 1).
- The subject property is presently zoned RE (Rural Estate) and the adjacent properties are presently zoned FRR (Facilities Resource and Recreation), RS-3 (very low density Residential single-family), NB (Neighborhood Business), FRR-CD (Facilities Resource and Recreation conditional district) and RS-1CD (medium density Residential single-family conditional district).
- The purpose of this agenda item is for the Town Council to determine whether to direct the Town Clerk to investigate the efficacy of the petition to annex the subject property and to set a future public hearing to consider the annexation request pursuant to N.C.G.S. §160A-31(c).
- **Comprehensive Long Range Plan Analysis:**
 - The subject property is identified as “Residential” on the Comprehensive Long Range Plan (CLRP) Future Land Use Map (see Figure 3). Per the CLRP 2015-2016 update:

“Residential. This designation encompasses the majority of Southern Pines’ residential land, providing for single-family and attached housing at development densities ranging from one unit per acre in areas that are less intensively developed to up to twelve units per acre that are clearly more urban. Elementary schools, civic uses, parks and neighborhood scale commercial services may be authorized through the rezoning process without amending the future land use map.”

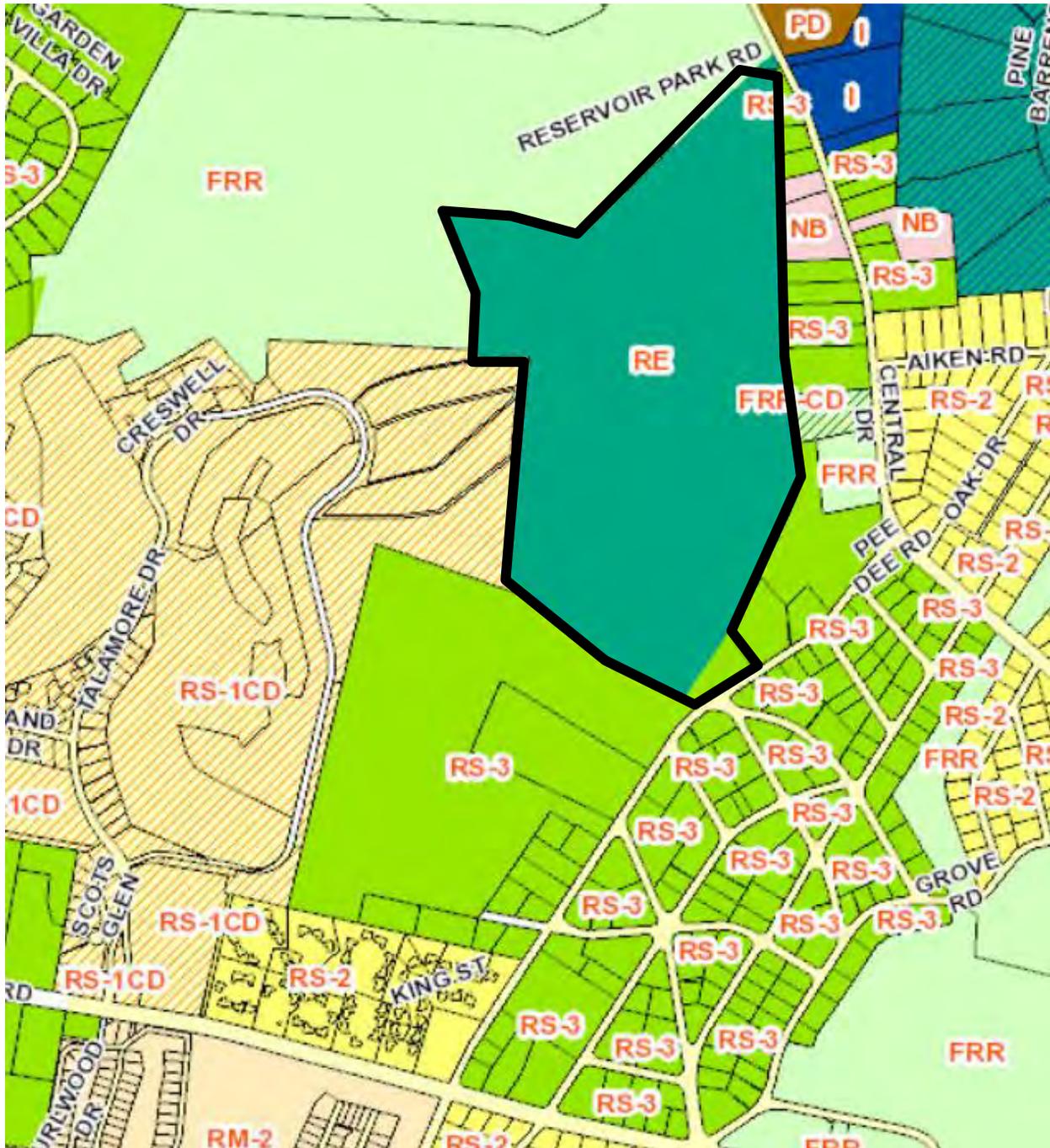
Figure 1: Adjacent Property (Area to be Annexed Outlined in Red)



□ Town of Southern Pines Corporate Limits

■ Town of Southern Pines ETJ

Figure 2: Zoning Map (Area to be Annexed Outlined in Black)



IV. ATTACHMENTS:

1. Petition
2. Written metes and bounds description
3. Survey of subject property

V. TOWN COUNCIL ACTION:

Before holding a public hearing and deciding upon a *Voluntary Annexation* request, the Town Council must first direct the Town Clerk to investigate the request and then the Town Council must select a date for the public hearing for the annexation request. The Town Council may choose one of the following motions or any alternative they wish:

- 1) I move to adopt the resolution directing the Town Clerk to investigate a petition received for the voluntary annexation of property as defined in the submitted written metes and bounds description under application AX-01-21 and to adopt a resolution establishing **February 9, 2021** as the date of the public hearing for the annexation request.

-Or-

- 2) I move to not adopt the resolution directing the Town Clerk to investigate a petition received for the voluntary annexation of property as defined in the submitted written metes and bounds description under application AX-01-21 and to not adopt a resolution establishing the date of a public hearing for the annexation request.

**PETITION FOR VOLUNTARY ANNEXATION OF REAL
PROPERTY **CONTIGUOUS** TO THE
TOWN OF SOUTHERN PINES, NORTH CAROLINA**

December 29th, 2020

TO THE TOWN COUNCIL OF THE TOWN OF SOUTHERN PINES, NORTH CAROLINA:

1. **We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the Town of Southern Pines, North Carolina, pursuant to G. S. 160A-31.**

2. **The area requested to be annexed is contiguous to the Town of Southern Pines, and the boundary of such territory is described by metes and bounds as follows:**

A legal metes and bounds description of boundaries of annexation, or a legal metes and bounds description of boundaries must be included.

Name & Signature of Owner

Address of Owner

Reagan D. Parsons - Town Manager


125 SE Broad St.
Southern Pines NC
28387

Two copies of the petition, an 11" x 17" map showing location and boundaries of the area requested to be annexed, a legal metes and bounds description and physical address for the property (new projects or properties that are being subdivided are to obtain address numbers from the Southern Pines Planning office while properties with existing structures are to obtain/confirm those addresses through the Southern Pines Fire Department) are to be filed with the Town Clerk, 125 S. E. Broad Street, Southern Pines, NC 28387.

Property Description

A certain tract or parcel of land in McNeills Township, Moore County, North Carolina fronting on the West line of Pee Dee Road at the intersection of Pee Dee Road and Indian Trail, bounded on the South by Dr. Robert G. Martin, on the West by the Talamore Golf Development, on the Northwest by the Town of Southern Pines Reservoir Park Tract, and on the East by the Kenwood Development, Grantor, the Southern Pines Presbyterian Church, and the Town of Southern Pines Park Tract described as follows:

BEGINNING at a concrete monument in the northwest line of Pee Dee Road at the intersection of Pee Dee Road with Indian Trail, a corner of Grantor and Dr. Robert G. Martin running thence from the beginning, as the common line of Grantor and Dr. Robert G. Martin, leaving the highway, the following calls: North 67 degrees 24 minutes 33 seconds West 664.04 feet to an iron stake; thence North 54 degrees 36 minutes 33 seconds West 489.20 feet to an iron stake; thence North 48 degrees 26 minutes 33 seconds West 311.40 feet to a concrete monument; thence as the common lines of Grantor and the Talamore Golf Development, the following calls: North 47 degrees 30 minutes 53 seconds West 192.93 feet to an iron stake; thence North 07 degrees 00 minutes 53 seconds East 1566.00 feet to a concrete monument; thence South 88 degrees 08 minutes 47 seconds West 378.15 feet to a concrete monument; thence North 02 degrees 52 minutes 46 seconds East 62.94 feet to a concrete monument, a common corner of Grantor, the Talamore Golf Development, and the Town of Southern Pines Reservoir Park Tract; thence as the lines of Grantor and the Town of Southern Pines, crossing the Dixie Gas Pipeline Right of Way, the following calls: North 01 degrees 40 minutes 38 seconds East 344.54 feet to an iron stake; thence North 23 degrees 11 minutes 34 seconds West 655.38 feet to an iron stake; thence South 86 degrees 34 minutes 02 seconds East 328.32 feet to a concrete monument; thence South 86 degrees 38 minutes 36 seconds East 143.03 feet to an iron stake; thence South 78 degrees 25 minutes 42 seconds East 260.21 feet to an iron stake near a branch; thence South 78 degrees 19 minutes 45 seconds East 187.40 feet to an iron stake near the Dixie Gas Pipeline Right of Way; thence North 45 degrees 09 minutes 09 seconds East 1632.97 feet to an iron stake; thence South 84 degrees 43 minutes 48 seconds East 267.96 feet, crossing a stream and the Dixie Gas Pipeline, to an iron stake, a corner of a lot of the Kenwood Development recorded in Plat Book 5 at Page 47 in the Moore County Registry; thence as the common lines of Grantor and the Kenwood Development, the following calls: South 01 degrees 53 minutes 20 seconds East 598.36 feet to a concrete monument; thence South 02 degrees 00 minutes 12 seconds East 149.93 feet to a concrete monument; thence South 01 degrees 54 minutes 12 seconds East 299.88 feet to a concrete monument; thence South 01 degrees 55 minutes 43 seconds East 299.79 feet to a concrete monument; thence South 01 degrees 57 minutes 09 seconds East 299.90 feet to a concrete monument; thence South 01 degrees 55 minutes 48 seconds East 149.93 feet to a concrete monument; thence South 01 degrees 54 minutes 56 seconds East 149.97 feet to a concrete monument; thence leaving the Kenwood Development, South 08 degrees 36 minutes 37 seconds East 168.80 feet to an iron stake; thence South 05 degrees 26 minutes 04 seconds East 161.18 feet to an iron stake, a corner of the Department of Aging parcel, thence South 05 degrees 23 minutes 09 seconds East 154.33 feet to an iron stake; thence South 08 degrees 18 minutes 52 seconds East 189.46 feet to an iron stake, a corner of the Southern Pines Presbyterian Church tract; thence as the common lines of Grantor and the Church tract, the following calls:

South 08 degrees 18 minutes 52 seconds East 86.22 feet to an iron stake; thence South 03 degrees 32 minutes 17 seconds East 145.94 feet to an iron stake; thence South 09 degrees 05 minutes 33 seconds West 128.66 feet to an iron stake; thence South 20 degrees 35 minutes 58 seconds West 117.28 feet to an iron stake, thence South 26 degrees 43 minutes 38 seconds West 141.31 feet to an iron stake; thence South 26 degrees 14 minutes 30 seconds West 366.31 feet to an iron stake; thence South 41 degrees 31 minutes 13 seconds East 10.24 feet to an iron stake, the North corner of the Town of Southern Pines Park Tract in the line of the Church tract; thence as the lines of Grantor and the Town of Southern Pines Park Tract, the following calls: South 29 degrees 06 minutes 18 seconds West 319.45 feet to an iron stake; thence South 34 degrees 45 minutes 32 seconds West 119.04 feet to an iron stake; thence South 33 degrees 13 minutes 25 seconds East 330.79 feet to an iron stake in the Northwest line of Pee Dee Road, thence as the common line of Grantor and Pee Dee Road, South 56 degrees 46 minutes 43 seconds West 432.30 feet to the beginning, containing 157.51 acres, more or less.

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER G.S. 160A-31**

WHEREAS, a petition requesting annexation of an area described in said petition has been received on December 29, 2020 for AX-01-21, by the Southern Pines Town Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Southern Pines deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southern Pines:

That the Town Clerk is hereby directed to investigate the sufficiency of the petition as property so described:

The Town of Southern Pines is proposing to annex a ±157.51 acre parcel that is currently outside of the corporate limits of the Town of Southern Pines. Per the Moore County tax records, the property owner is Barbara L. Sherman. The property was conveyed by Barbara L. Sherman to the Town of Southern Pines by deed recorded in the Moore County Register of Deeds office on December 15, 2020 in Book 5492 at Page 240. The subject parcel is currently identified as PIN: 858317116814 (PARID: 99000591).

Physical Address:

490 Pee Dee Road
Southern Pines, NC 28387

Property Identification Number (PIN) & Parcel Identification:

ANNEXATION AX-01-21

PIN: 858317116814; PARID: 99000591

Property Description

A certain tract or parcel of land in McNeills Township, Moore County, North Carolina fronting on the West line of Pee Dee Road at the intersection of Pee Dee Road and Indian Trail, bounded on the South by Dr. Robert G. Martin, on the West by the Talamore Golf Development, on the Northwest by the Town of Southern Pines Reservoir Park Tract, and on the East by the Kenwood Development, Grantor, the Southern Pines Presbyterian Church, and the Town of Southern Pines Park Tract described as follows:

BEGINNING at a concrete monument in the northwest line of Pee Dee Road at the intersection of Pee Dee Road with Indian Trail, a corner of Grantor and Dr. Robert G. Martin running thence from the beginning, as the common line of Grantor and Dr. Robert G. Martin, leaving the highway, the following calls: North 67 degrees 24 minutes 33 seconds West 664.04 feet to an iron stake; thence North 54 degrees 36 minutes 33 seconds West 489.20 feet to an iron stake; thence North 48 degrees 26 minutes 33 seconds West 311.40 feet to a concrete monument; thence as the common lines of Grantor and the Talamore Golf Development, the following calls: North 47 degrees 30 minutes 53 seconds West 192.93 feet to an iron stake; thence North 07 degrees 00 minutes 53 seconds East 1566.00 feet to a concrete monument; thence South 88 degrees 08 minutes 47 seconds West 378.15 feet to a concrete monument; thence North 02 degrees 52 minutes 46 seconds East 62.94 feet to a concrete monument, a common corner of Grantor, the Talamore Golf Development, and the Town of Southern Pines Reservoir Park Tract; thence as the lines of Grantor and the Town of Southern Pines, crossing the Dixie Gas Pipeline Right of Way, the following calls: North 01 degrees 40 minutes 38 seconds East 344.54 feet to an iron stake; thence North 23 degrees 11 minutes 34 seconds West 655.38 feet to an iron stake; thence South 86 degrees 34 minutes 02 seconds East 328.32 feet to a concrete monument; thence South 86 degrees 38 minutes 36 seconds East 143.03 feet to an iron stake; thence South 78 degrees 25 minutes 42 seconds East 260.21 feet to an iron stake near a branch; thence South 78 degrees 19 minutes 45 seconds East 187.40 feet to an iron stake near the Dixie Gas Pipeline Right of Way; thence North 45 degrees 09 minutes 09 seconds East 1632.97 feet to an iron stake; thence South 84 degrees 43 minutes 48 seconds East 267.96 feet, crossing a stream and the Dixie Gas Pipeline, to an iron stake, a corner of a lot of the Kenwood Development recorded in Plat Book 5 at Page 47 in the Moore County Registry; thence as the common lines of Grantor and the Kenwood Development, the following calls: South 01 degrees 53 minutes 20 seconds East 598.36 feet to a concrete monument; thence South 02 degrees 00 minutes 12 seconds East 149.93 feet to a concrete monument; thence South 01 degrees 54 minutes 12 seconds East 299.88 feet to a concrete monument; thence South 01 degrees 55 minutes 43 seconds East 299.79 feet to a concrete monument; thence South 01 degrees 57 minutes 09 seconds East 299.90 feet to a concrete monument; thence South 01 degrees 55 minutes 48 seconds East 149.93 feet to a concrete monument; thence South 01 degrees 54 minutes 56 seconds East 149.97 feet to a concrete monument; thence leaving the Kenwood Development, South 08 degrees 36 minutes 37 seconds East 168.80 feet to an iron stake; thence South 05 degrees 26 minutes 04 seconds East 161.18 feet to an iron stake, a corner of the Department of Aging parcel, thence South 05 degrees 23 minutes 09 seconds East 154.33 feet to an iron stake; thence South 08 degrees 18 minutes 52 seconds East 189.46 feet to an iron stake, a corner of the Southern Pines Presbyterian Church tract; thence as the common lines of Grantor and the Church tract, the following calls:

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ATTEST:

TOWN OF SOUTHERN PINES

Peggy K. Smith, Town Clerk

Carol R. Haney, Mayor

APPROVED AS TO FORM:

Doug Gill, Town Attorney

I certify that this resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on **January 6, 2021** as shown in the minutes of the Town Council for that date.

Peggy K. Smith, Town Clerk

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON
QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31 AS
AMENDED**

WHEREAS, a petition requesting annexation of an area described herein has been received; and

WHEREAS, the Town Council has by resolution directed the Town Clerk to investigate the sufficiency thereof; and

WHEREAS, certification by the Town Clerk as to the sufficiency of said petition has been made;

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Southern Pines, North Carolina:

Section 1. That a public hearing on the question of annexation of the area described herein will be held virtually at 6:00 o'clock, p.m. on the 9th of February, 2021.

A. The subject parcel is identified by: **Physical Addresses:**
490 Pee Dee Road
Southern Pines, NC 28387

B. Property Identification Number (PIN) & Parcel Identification:
PIN: 858317116814; PARID: 99000591

Section 2. The area proposed for annexation is described as follows:

Property Description

A certain tract or parcel of land in McNeills Township, Moore County, North Carolina fronting on the West line of Pee Dee Road at the intersection of Pee Dee Road and Indian Trail, bounded on the South by Dr. Robert G. Martin, on the West by the Talamore Golf Development, on the Northwest by the Town of Southern Pines Reservoir Park Tract, and on the East by the Kenwood Development, Grantor, the Southern Pines Presbyterian Church, and the Town of Southern Pines Park Tract described as follows:

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ATTEST:

TOWN OF SOUTHERN PINES

Peggy K. Smith, Town Clerk

Carol R. Haney, Mayor

APPROVED AS TO FORM:

Doug Gill, Town Attorney

I certify that this resolution was adopted by the Town Council of the Town of Southern Pines at its meeting on **January 6, 2021** as shown in the minutes of the Town Council for that date.

Peggy K. Smith, Town Clerk



M E M O R A N D U M

DATE: 21 December 2020
TO: Reagan Parsons, Town Manager
CC: Peggy Smith, Town Clerk
FROM: Amanda Brown, Library Director

RE: Library Advisory Board Appointments

Library Advisory Board members Susan Harmody and Mary Scott Harrison have terms that expire 12/31/2020. Both have served the maximum two full terms. I hope that the Council will recognize their contributions to the Library and the Town and thank them for their years of service.

Shuris Campell is no longer able to serve on the Library Advisory Board and the Library will need to appoint someone to fill the rest of her term, ending 12/31/2022.

Jackie Covington, Elizabeth Strickland, and William Hamel have submitted applications to serve on the Board. All three reside in Southern Pines. Ms. Covington is the data manager for Pinecrest High School and a mentor for the program Empowering Young Women. Ms. Strickland is a retired teacher for Moore County Schools and an active school and Arts Council Volunteer. Mr. Hamel is an attorney and on the Sandhills Botanical Gardens Board, is a member of the Southern Pines Civic Club, and the Moore County Historical Society.

In December, the Library Advisory Board voted to recommend the following applicants to the Council for their consideration.

Jackie Covington	1/1/2021 to 12/31/2023
Elizabeth Strickland	1/1/2021 to 12/31/2023
William Hamel	Fill Shuris Campell unexpired term, 1/1/2021 to 12/31/2022

Work Session Agenda Item

To: Reagan Parsons, Town Manager

From: BJ Grieve, Planning Director
Lauren Long, Planner I

Subject: Relief from the Town's Unified Development Ordinance for a Town Initiated Request pursuant to § 8.5.2

Date: January 6, 2020

I. SUMMARY:

The Public Works Annex is located at 801 SE Service Road. The site was originally developed by a publishing firm. In 2003 the Town acquired the site as an adaptive reuse of an existing building for a Town facility providing Emergency Services. At the time the Town acquired the site the applicable development standards allowed for an adaptive reuse of a non-conforming lot and building insofar as the change of use was to a conforming use allowed by the district. In 2003 the lot was zoned General Business and Emergency Services was an allowed use in the district. §123 and §124 of the Unified Development Ordinance, adopted on December 12, 1989 and rescinded with the adoption of the current UDO in October of 2013, allowed a non-conforming lot to be used in conformity without the requirement of the site to be brought into compliance.

In 2009 the site was rezoned from General Business to Facilities Resource and Recreation and in 2010 the building was converted for use as the Public Works Annex. In 2010, the Public Works Annex was classified as a conforming use as a Government Office/ Facility. The building is again undergoing a renovation to accommodate the use of the building for relocating all of Development Services under the same roof. This will require extensive interior renovations and will also include a reconfiguration of the parking lot as well as upgrades to stormwater infrastructure.

The current UDO adopted in 2013 does not have a Land Based Classification System that is broad enough to classify the current use as government office(s) and the inclusion of Development Services as more 'government offices' in order to not result in a change of use. As the building is undergoing a change of use, pursuant to §7.3.4 of the Unified Development Ordinance (UDO), the site is required to be brought into compliance with the existing standards. Because this site was developed years before the existing development standards, the Development Ordinance's current provisions for site design and the inclusion of this site within the Highway Corridor Overlay preclude this change of use from complying with the current standards.

The renovation of the Public Works Annex is a Town initiated development request and as such § 8.5.2 of the UDO allows a Town initiated request to receive a specific exemption from development standards to be granted by the Town Council. The request would not be

subject to fees but would otherwise follow the same procedural requirements. The request will undergo administrative Site Plan review as well as administrative Architectural Compliance Permit review. In order to administratively approve both the Site Plan and the Architectural Compliance Permit the Town Council would need to grant a specific exemption from the site development standards in order to proceed with the renovation of the Public Works Annex Building and updates to the site that can be accommodated to better serve the change in use.

Figure1: Existing Public Works Annex (Subject Property Highlighted in Yellow)



II. ATTACHMENTS:

1. Proposed Site Plan and Architectural Elevations for Renovation of the Public Works Annex

III. TOWN COUNCIL ACTION:

Town Council is being asked to grant a waiver from the site development standards in Chapter 4 of the UDO as well as the standards in 3.6.5 of the Highway Corridor Overlay in accordance with §8.5.2 of the Unified Development Ordinance. This is based on the request being a Town initiated proposal to reuse a building that was acquired by the Town prior to the adoption of the current development standards.



CONSTRUCTION DOCUMENTS

LKC engineering, pllc

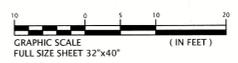
140 Angus Shed Ct., Aberdeen, NC 28315
Office: 910-420-1437 Fax: 910-420-1438
lkceengineering.com License No. P-1095

SOUTHERN PINES PUBLIC WORKS ANNEX - RENOVATION



SITE KEY NOTING:		
SYMBOL	DESCRIPTION	SHEET REFERENCE
①	INSTALL HEAVY DUTY ASPHALT PAVEMENT (DRIVE ALES)	SEE SHT. D-01, #1
②	INSTALL LIGHT DUTY ASPHALT PAVEMENT (PARKING STALLS)	SEE SHT. D-01, #1
③	INSTALL 6" CONCRETE CURB	SEE SHT. D-01, #2
④	INSTALL CONCRETE SIDEWALK	SEE SHT. D-01, #3
⑤	INSTALL HANDICAP PARKING SIGN	SEE SHT. D-01, #4
⑥	INSTALL CONCRETE WHEELSTOP	SEE SHT. D-01, #5
⑦	INSTALL CHAIN LINK FENCE	SEE SHT. D-01, #6

- NOTES:**
- ALL GENERAL NOTES, ABBREVIATIONS, SYMBOLS, AND OTHER INFORMATION INDICATED ON THE GENERAL NOTES, LEGEND AND ABBREVIATIONS SHEET, SHEET C-01 SHALL APPLY TO THIS PLAN.
 - ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF SOUTHERN PINES STANDARDS AND SPECIFICATIONS.
 - CONTRACTOR SHALL ENSURE THAT THE EXISTING UTILITIES ARE LOCATED AND MARKED PRIOR TO INSTALLATION OF NEW UTILITIES.
 - PROPERTY LINE PROVIDED BY MOORE COUNTY GIS.



No.	Description	Date

Project Number: 2020-012
Date: 10/26/2020

SITE LAYOUT

C-03

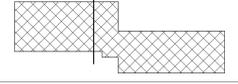
THESE DOCUMENTS PROVIDED BY CRECH & ASSOCIATES, INC. ARE SUBJECT TO THE ARCHITECTURAL WORKS COPYRIGHT PROTECTION ACT AS INTELLECTUAL PROPERTY. SIMILAR PROTECTION IS ALSO APPLICABLE TO ELECTRONIC INFORMATION IN ANY FORM. THE USE OF THESE DOCUMENTS OR THE ELECTRONIC INFORMATION THAT PROVIDES THEM IS PROHIBITED UNLESS OTHERWISE PROVIDED IN WRITING BY AND COMPENSATION TO THE ARCHITECT.



11-16-2020



KEY PLAN

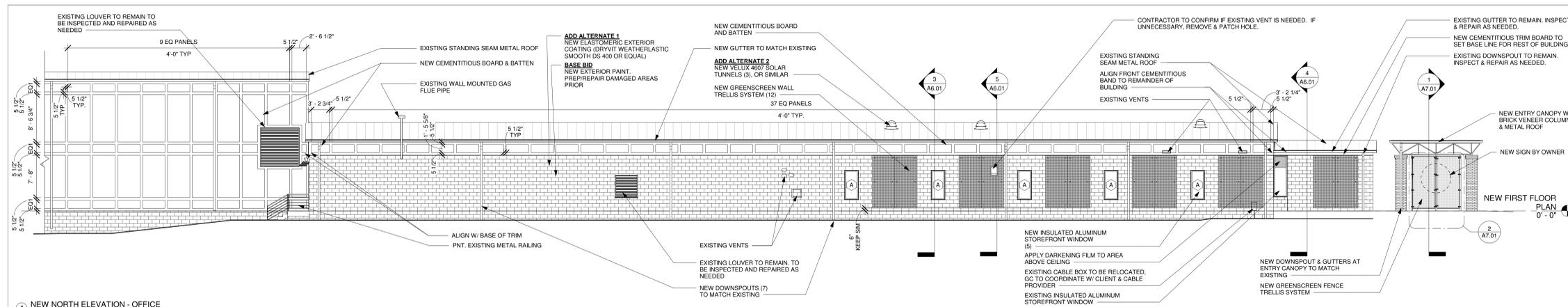


SOUTHERN PINES PUBLIC WORKS ANNEX - RENOVATION

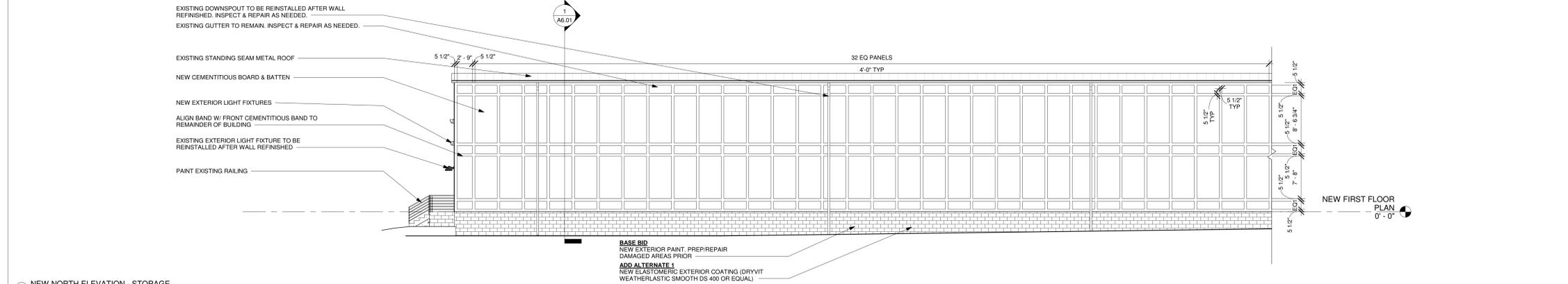
No.	Description	Date

Project Number: 2020-012
 Date: 11/16/2020

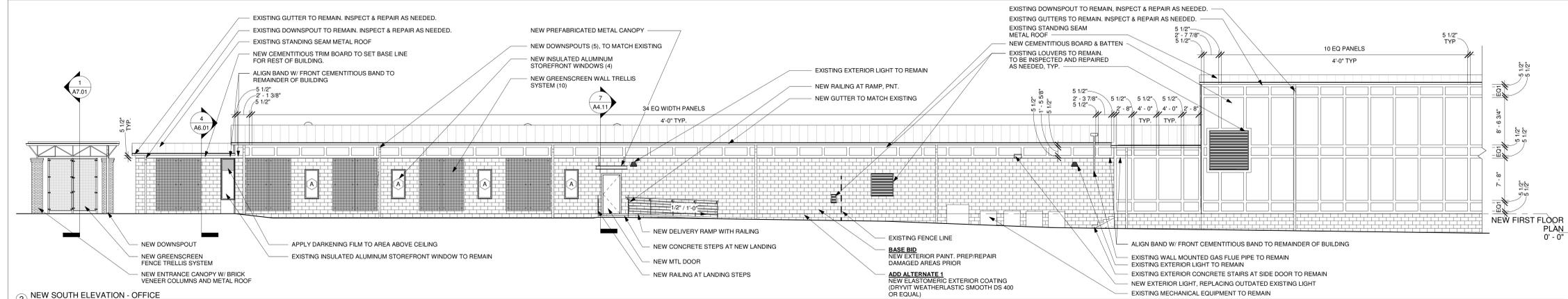
NEW EXTERIOR ELEVATIONS
A2.05



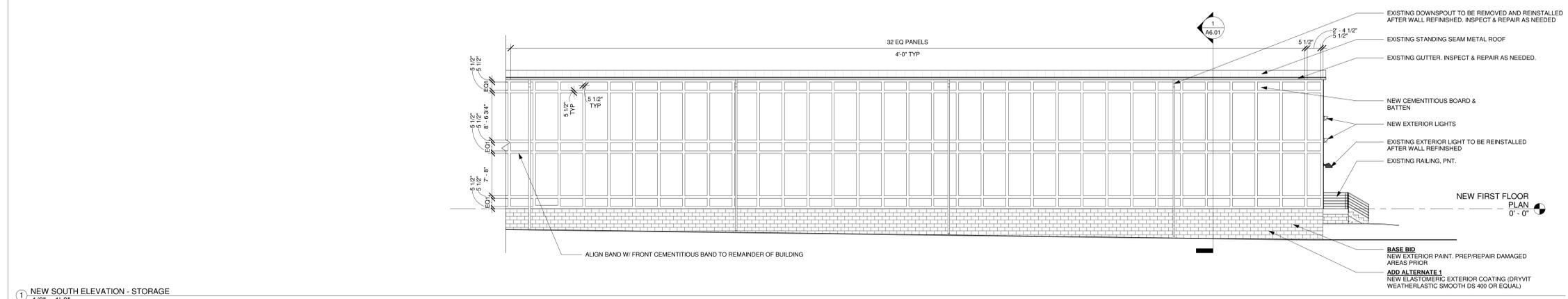
4 NEW NORTH ELEVATION - OFFICE
 1/8" = 1'-0"



3 NEW NORTH ELEVATION - STORAGE
 1/8" = 1'-0"



2 NEW SOUTH ELEVATION - OFFICE
 1/8" = 1'-0"

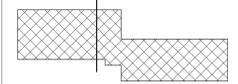


1 NEW SOUTH ELEVATION - STORAGE
 1/8" = 1'-0"



11-16-2020

KEY PLAN



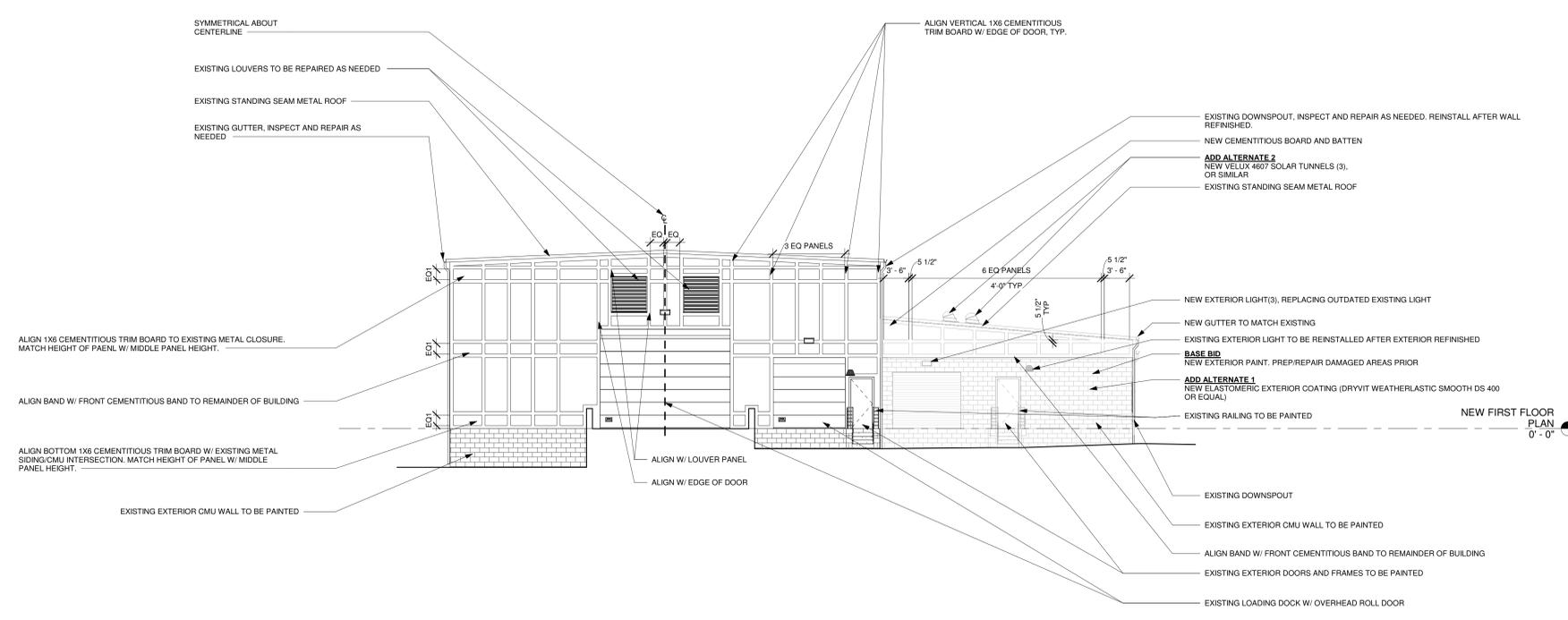
SOUTHERN PINES PUBLIC WORKS ANNEX - RENOVATION

No.	Description	Date

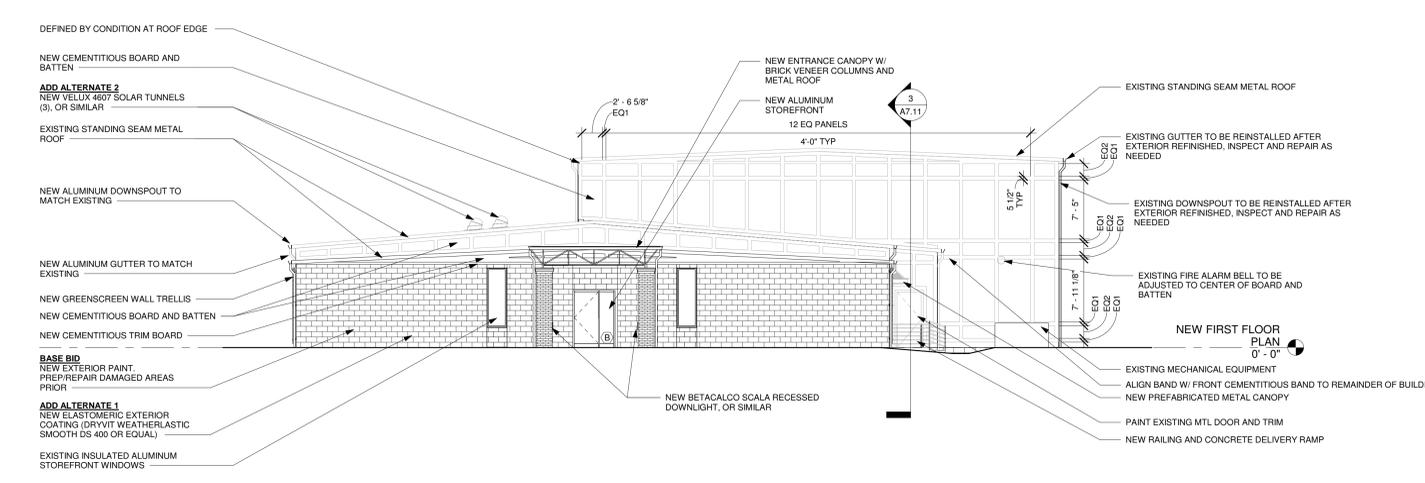
Project Number: 2020-012
Date: 11/16/2020

NEW EXTERIOR ELEVATIONS

A2.06



2 NEW EAST ELEVATION - STORAGE
1/8" = 1'-0"



1 NEW WEST ELEVATION - OFFICE
1/8" = 1'-0"

MEMORANDUM

TO: Town Council
Reagan Parsons, Town Manager

FROM: Tess Brubaker - Speis, Finance Director

DATE: December 29, 2020

SUBJECT: Financing for the Renovation of the Public Works Annex Campus

On December 10th, 2020, Requests for Proposals (RFP) for financing of the renovation of the Public Works Annex Campus were sent to eight financial institutions. The proposals were based upon the Town financing up to \$1,250,000 for terms of ten (10) and fifteen (15) years, with a fixed interest rate. Of the eight financial institutions invited to bid, three submitted proposals on the RFP due date of December 28th, 2020. The results of the submitted proposals are attached to this document.

First Bank had the lowest interest rate and legal fee cost for the first year of the loan. In addition First Bank has offered a no penalty prepayment option. The rates offered by First Bank are 1.72% for ten years and 1.91% for fifteen years. Total interest payments for a term of ten years will be \$114,442 and a fifteen year term will be \$187,601. After discussion with the Town Manager, we have elected to recommend the financing term of fifteen years. The First Bank financing bid and ten and fifteen year amortization schedule is attached.

I anticipate that the closing for the financing will be completed before February 28th, 2021. Funds for the project will be escrowed and deposited in the Town's name in a project fund account with the bank awarded the loan. Interest earnings on the escrow account will be accrued back to the Town until the funds are needed.

I am recommending that the Town Council award the bid for financing to First Bank at the rate of 1.91% and a term of fifteen years and adopt the resolution approving the financing terms.

TOWN OF SOUTHERN PINES
ANNEX FINANCING BID RESULTS

<u>Financial Institution</u>	<u>Date Received</u>	<u>10 Year Term</u>	<u>15 Year Term</u>	<u>Total Interest 10 Years</u>	<u>Total Interest 15 Years</u>	<u>Annual Payment 10 Years</u>	<u>Annual Payment 15 Years</u>	<u>Additional Fees</u>	<u>Purpose of Additional Fees</u>	<u>Early Payoff Penalty Amount on Balance</u>	<u>Notes</u>
First Bank	12.28.2020	1.720%	1.910%	\$ 114,442	\$ 187,601	\$ 146,254	\$ 107,137	\$ 1,000	Legal Fees	No	collateral - annex
First National Bank											Did Not Bid
BB&T	12.22.2020	1.530%	1.840%	\$ 100,406	\$ 178,253	\$ 143,647	\$ 105,949	\$ 5,900	Legal Fees	Yes	1% Penalty on early payoff collateral - annex
First Horizon	12.28.2020	2.687%	3.025%	\$ 328,602	\$ 564,551	\$ 42,398	\$ 40,968	\$ 2,000	Legal Fees	No	No collateral taken, unsecured cannot payoff early if a refi
First Citizens											Did Not Bid - 5 yr term or less only
PNC Bank											Did Not Bid
Wells Fargo											Did Not Bid
Southern Bank											Did Not Bid

For comparison purposes, the amount of annual payments listed above, reflect the first year annual payment.

December 28, 2020

Town of Southern Pines
P.O. Box 870
Southern Pines, NC 28388

Re: Request for Proposal – Installment Financing Agreement Under G.S. 160A-20

Thank you for your Request for Proposals (the “RFP”) for Installment Financing Agreement pursuant to N.C.G.S. 160A-20. This letter sets forth First Bank’s proposed terms, which proposed terms remain subject to full underwriting and approval by First Bank. This proposal is not a commitment to lend, but only an indication of what the terms will be if the request is approved.

First Bank is submitting a proposal for both Options 1 and 2 under the RFP.

Borrower: Town of Southern Pines, North Carolina (the "Town").

Purchaser: First Bank (the "Bank").

Amount: Not exceeding \$1,250,000.

Drawdown: All at closing to the account specified by the Town.

Purpose: To finance the cost of Annex Campus Upfit/Renovation.

Source of Repayment: The loan will be repaid from the Town’s general fund revenues.

Security: Loan will be secured by a first deed of trust on the Public Works Annex property. The Bank to secure this as an “abundance of caution” and an appraisal will not be required.

Term: Option 1 - 10 years.
Option 2 - 15 years.

Principal Payments: Semi-annually following 6 months from closing in accordance with the principal amortization schedule set forth in the attached amortization schedule.

Interest Payments: Semi-annually following 6 months from closing.

Prepayment Penalty: None.

Interest Rate: Option 1 - Fixed rate of 1.72% per annum for 10 years.
Option 2 - Fixed rate of 1.91% per annum for 15 years.

All interest will be calculated using a 30/360 day count. These rates are applicable for a closing on or before February 28, 2021.

Default Rate: First Bank's prime rate from time to time, plus 4.0% per annum.
Closing Date: On or before February 28, 2021 with expected closing on February 12, 2021.
Bank Fees: \$1,000.
Other Conditions: 1) Automatic draft from account at the Town's primary depository is available.
2) Local Government Commission must approve the transaction as required by G.S. 160A-20.

If this proposal is accepted by the Town, please sign below and return this letter to First Bank on or before January 22, 2021. Upon receipt of acceptance, the Bank will continue full underwriting of the request. If the anticipated transaction does not close on or before February 28, 2021 through no fault of the Bank, the Town shall be responsible for legal fees and other costs incurred by the Bank.

If you have any questions or comments on the terms of this letter, please do not hesitate to call me at (910) 692-6222. First Bank sincerely appreciates this opportunity to provide a proposal to Town of Southern Pines.

Sincerely yours,



Name: Andrew Lyons
Title: Senior Vice President

Address: 205 SE Broad Street
Southern Pines, NC 28387
Phone: 910-692-6222
Fax: 910-692-7501
Email: alyons@localfirstbank.com

The above proposed terms are hereby accepted this _____ day of _____, _____.

Town of Southern Pines:

By: _____

Print Name

Title

Town of Southern Pines - SAMPLE Amortization Schedules

10 - Year Fully Amortizing

<u>Installment Payment Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
August 12, 2021	\$62,500.00	\$10,899.31	\$73,399.31
February 12, 2022	\$62,500.00	\$10,354.34	\$72,854.34
August 12, 2022	\$62,500.00	\$9,809.38	\$72,309.38
February 12, 2023	\$62,500.00	\$9,264.41	\$71,764.41
August 12, 2023	\$62,500.00	\$8,719.44	\$71,219.44
February 12, 2024	\$62,500.00	\$8,174.48	\$70,674.48
August 12, 2024	\$62,500.00	\$7,629.51	\$70,129.51
February 12, 2025	\$62,500.00	\$7,084.55	\$69,584.55
August 12, 2025	\$62,500.00	\$6,539.58	\$69,039.58
February 12, 2026	\$62,500.00	\$5,994.62	\$68,494.62
August 12, 2026	\$62,500.00	\$5,449.65	\$67,949.65
February 12, 2027	\$62,500.00	\$4,904.69	\$67,404.69
August 12, 2027	\$62,500.00	\$4,359.72	\$66,859.72
February 12, 2028	\$62,500.00	\$3,814.76	\$66,314.76
August 12, 2028	\$62,500.00	\$3,269.79	\$65,769.79
February 12, 2029	\$62,500.00	\$2,724.83	\$65,224.83
August 12, 2029	\$62,500.00	\$2,179.86	\$64,679.86
February 12, 2030	\$62,500.00	\$1,634.90	\$64,134.90
August 12, 2030	\$62,500.00	\$1,089.93	\$63,589.93
February 12, 2031	\$62,500.00	\$544.97	\$63,044.97

15 - Year Fully Amortizing

<u>Installment Payment Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
August 12, 2021	\$41,666.67	\$12,103.30	\$53,769.97
February 12, 2022	\$41,666.67	\$11,699.86	\$53,366.53
August 12, 2022	\$41,666.67	\$11,296.41	\$52,963.08
February 12, 2023	\$41,666.67	\$10,892.97	\$52,559.64
August 12, 2023	\$41,666.67	\$10,489.53	\$52,156.20
February 12, 2024	\$41,666.67	\$10,086.08	\$51,752.75
August 12, 2024	\$41,666.67	\$9,682.64	\$51,349.31
February 12, 2025	\$41,666.67	\$9,279.20	\$50,945.87
August 12, 2025	\$41,666.67	\$8,875.75	\$50,542.42
February 12, 2026	\$41,666.67	\$8,472.31	\$50,138.98
August 12, 2026	\$41,666.67	\$8,068.87	\$49,735.54
February 12, 2027	\$41,666.67	\$7,665.42	\$49,332.09
August 12, 2027	\$41,666.67	\$7,261.98	\$48,928.65
February 12, 2028	\$41,666.67	\$6,858.54	\$48,525.21
August 12, 2028	\$41,666.67	\$6,455.09	\$48,121.76
February 12, 2029	\$41,666.67	\$6,051.65	\$47,718.32
August 12, 2029	\$41,666.67	\$5,648.21	\$47,314.88
February 12, 2030	\$41,666.67	\$5,244.76	\$46,911.43
August 12, 2030	\$41,666.67	\$4,841.32	\$46,507.99
February 12, 2031	\$41,666.67	\$4,437.88	\$46,104.55
August 12, 2031	\$41,666.67	\$4,034.43	\$45,701.10
February 12, 2032	\$41,666.67	\$3,630.99	\$45,297.66
August 12, 2032	\$41,666.67	\$3,227.55	\$44,894.22
February 12, 2033	\$41,666.67	\$2,824.10	\$44,490.77
August 12, 2033	\$41,666.67	\$2,420.66	\$44,087.33
February 12, 2034	\$41,666.67	\$2,017.22	\$43,683.89
August 12, 2034	\$41,666.67	\$1,613.77	\$43,280.44
February 12, 2035	\$41,666.67	\$1,210.33	\$42,877.00
August 12, 2035	\$41,666.67	\$806.89	\$42,473.56
February 12, 2036	\$41,666.57	\$403.44	\$42,070.01

Resolution Approving Financing Terms

WHEREAS: The Town of Southern Pines, North Carolina (the "Town") has previously determined to undertake a project to finance the Public Works Annex Campus up-fit, (the "Project"), and the Finance Director has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Town hereby determines to finance the Project with First Bank, in accordance with the proposal dated December 28th, 2020. The amount financed shall not exceed \$1,250,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 1.91%, and the financing term shall not exceed fifteen (15) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Director is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Director is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Director shall approve, with the Finance Director's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the First Bank financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

This resolution is effective upon adoption this 6th day of January, 2021.

I certify that this resolution was adopted by the Town Council of the Town of Southern Pines at its meeting of January 6th, 2021 as shown in the minutes of the Town Council for that date.

By: _____
(Clerk)

By: _____
(Mayor)

SEAL

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR
APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH
CAROLINA GENERAL STATUTE 160A-20**

WHEREAS, the Town of Southern Pines, North Carolina desires to remodel and up-fit the Public Works Annex campus (the “Project”) to better serve the citizens of Southern Pines; and

WHEREAS, the Town of Southern Pines, North Carolina desires to finance a portion of the costs of the Project not to exceed \$1,250,000 by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Southern Pines, North Carolina, meeting in regular session on the 6th day of January, 2021, make the following findings of fact:

1. During a space needs assessment it was determined the growth of the Town had exceeded current office layouts and assignments. The determination has been proposed to repurpose, remodel and up-fit the Public Works Annex to co-locate necessary personnel and/or departments involved in permitting for development.
2. The proposed contract is preferable to a bond issue for the same purpose because the Town of Southern Pines will utilize general revenues to repay the proposed debt. The cost of financing the Project through a bond issue would be much greater than installment financing since the issuance cost of bonds are greater.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because an extensive professional analysis has been undertaken for this project. This analysis involved a thorough review of the options and costs to be incurred for this project based upon similar construction types, facility needs and building square footage. Current costs to projections are consistent with the amount budgeted for this project.
4. The Town of Southern Pines’ debt management procedures and policies are good which is reflected in the Town’s total gross debt remaining well below the legal debt limit. The Town’s bonds continue to carry an “AA-” rating.
5. The increase in taxes necessary to meet the sums to fall due under the proposed contract will be \$.00 cents per \$100 valuation and is not deemed to be excessive.
6. The Town of Southern Pines is not in default in any of its debt service obligations.
7. The attorney for the Town of Southern Pines will render an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to act on behalf of the Town of Southern Pines in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 6th day of January, 2021.

This motion to adopt this resolution was made by Councilmember _____, seconded by Councilmember _____ and passed by a vote of ____ to _____.

Carol Haney, Mayor

I certify that this resolution was adopted by the Town Council of the Town of Southern Pines at its meeting of January 6th, 2021 as shown in the minutes of the Town Council for that date.

Peggy K. Smith, Town Clerk

Agenda Item

To: Reagan Parsons

From: B.J. Grieve, Planning Director

Subject: OA-04-20: Text Amendments to the Unified Development Ordinance (UDO); Petitioner, Town of Southern Pines Planning Division Staff

Date: January 6, 2021

I. SUMMARY OF APPLICATION REQUEST:

The Planning and Engineering Divisions of the Town of Southern Pines Community Development Department are proposing to amend the Unified Development Ordinance (UDO) with a variety of text amendments and are asking for Planning Board and Town Council review and approval per UDO §2.17. The proposed amendments are described below, including the applicable UDO Sections and Exhibits:

The Planning Division's requests are to amend UDO §2.5 and §2.28.7 so that appeals of decisions made by the Historic District Commission go to the Board of Adjustment per North Carolina law, not to the Planning Board; to amend UDO §2.20.7(G)(1) to reduce the required Subdivision Improvement Agreement (SIA) collateral from 150% to 125% per North Carolina law and to be consistent with other previously-amended sections of the UDO; to amend UDO §2.32.1(A) so that the list of requirements to qualify as a Minor Subdivision as set forth in the Minor Subdivision review process are consistent with the list of requirements to qualify as a Minor Subdivision as also set forth in the classification of types of subdivisions found in UDO §2.19.3(A); to amend UDO §4.2.3, Exhibit 4-1 so that the setbacks for the NB and OS zoning districts depicted in that Exhibit are consistent with the setbacks for the same zoning districts depicted in Exhibits 3-10 and 3-11 in Chapter 3; to amend UDO §4.3.3(C), Exhibits 4-4 and 4-5 so that 2" caliper trees may be used instead of 3" caliper trees to meet various landscaping requirements; and to amend UDO Appendix A Major Subdivision Final Plat Application Checklist and Minor Subdivision Application Checklist to include executed copies of all required utility and/or access easements depicted on plat. The Engineering Division's request is to rescind UDO Appendices B and C and replace those two Appendices with a new Appendix B Engineering and Construction Standards Manual.

II. TOWN COUNCIL PUBLIC HEARING:

The Southern Pines Town Council held a legally-noticed public hearing regarding the proposed text amendment at the December 8, 2020 regular meeting. Due to restrictions on gatherings associated with COVID-19, the meeting was held as a remote meeting. A presentation regarding the application was provided by town planning and engineering staff. The Town Engineer pointed out one small revision to Table 2-3 regarding minimum

vertical curvatures. No additional questions were asked of town planning staff. No public comments were made regarding the proposed text amendments. The Town Council then moved to close the public hearing and the motion passed on a 5-0 vote. However, per G.S. §166A-19.24(e) action on the agenda item was not taken to allow a minimum of 24 hours following the remote meeting for submittal of written comments.

No additional written comments were received by town planning staff regarding the proposed text amendment following the remote meeting on December 8, 2020. This item is therefore before the Town Council for consideration of a statement regarding consistency with the Town's Comprehensive Long Range Plan and a decision to approve, conditionally approve, or deny the proposed text amendments to the Unified Development Ordinance.

III. PLANNING BOARD ACTION:

At the November 19th, 2020 Regular Meeting of the Planning Board, the Planning Board held a public hearing regarding application OA-04-20. Planning and Engineering staff presented a summary of the seven topics covered by the proposed amendments to the Planning Board. Following town staff's presentation, no members of the public spoke regarding the proposed amendments to the UDO.

The Planning Board held a brief discussion of the proposed ordinance amendments. Mr. Lem Dowdy made a motion to approve the Resolution to Adopt a Statement of Plan Consistency that was included as Attachment A to the staff report, with one edit to change the word "ordinance" to "UDO" and to recommend approval of OA-04-20 because the amendments to adopt engineering standards bear a substantial relationship to health, safety and welfare. The motion was seconded by Mr. Andy Bleggi. The motion passed 6-0 on a roll call vote.

IV. PROJECT INFORMATION:

a. Physical Address:

Not applicable to Ordinance Amendment requests.

b. Owners:

Not applicable to Ordinance Amendment requests.

c. Applicant:

Town of Southern Pines
Mr. Reagan Parsons, Town Manager
180 SW Broad Street
Southern Pines, NC 28387

V. APPLICATION REVIEW:

A. Review Process:

Applications for text amendments are reviewed pursuant to UDO §2.17.

B. Application Review Dates:

Application Submitted: October 12, 2020
Application Complete: October 12, 2020
TRC Consultation: November 3, 2020

Notice of Planning Board Public Hearing:

- Posted On-site: Not applicable to text amds.
- Mailed: Not applicable to text amds.
- Internet: November 5, 2020

Planning Board Agenda Meeting: No Agenda Meeting held.

Planning Board Public Hearing: November 19, 2020

Notice of Town Council Public Hearing:

- Posted On-site: Not applicable to text amds.
- Mailed: Not applicable to text amds.
- Internet: November 19, 2020

Town Council Agenda Meeting: December 2, 2020.

Town Council Public Hearing: December 8, 2020

Town Council Discussion & Decision: January 6, 2020

C. Criteria for Review:

When reviewing an application for a UDO text amendment, the hearing bodies (Planning Board and Town Council) shall consider and be guided by the following criteria, as set forth in UDO §2.17.10:

2.17.10. Criteria for UDO Text Amendments

In its review of an application for a UDO text amendment, the Hearing Bodies shall consider the following criteria. No single factor is controlling; instead, each must be weighed in relation to the other standards.

(A) Consistency. *The text amendment shall be consistent with the adopted Comprehensive Plan.*

(B) Health, Safety, and Welfare. *The amending ordinance must bear a substantial relationship to the public health, safety, or general welfare, or protect and preserve historical cultural places and areas.*

(C) Public Policy. *Certain public policies in favor of the text amendment may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with the Town, area, neighborhood, or specific plans.*

(D) Other Factors. *The Hearing Body may consider any other factors relevant to a text amendment application under state law.*

(E) Impacts. *The Hearing Bodies shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed amendment on the public at large.*

D. General Staff Comments:

- A table describing each of the proposed amendments and the reason for the amendment, the section(s) of the UDO being amended, and the page numbers of the amended text is provided below. The numbering of the amendments listed in the table below corresponds to Exhibits attached to this memo. The Exhibits attached to this memo show the actual proposed text amendments in each section of the UDO.

Exhibit Number (see Attachments) and Description:	UDO Section(s) Amended:	Page Number(s):
<p>1. Amend text so that an appeal of a decision made by the Historic District Commission is heard by the Board of Adjustment, not the Planning Board.</p> <p><i>Staff comment: An appeal of a quasi-judicial decision made by the Historic District Commission goes to the local Board of Adjustment per North Carolina General Statute §160A-400.9(e).</i></p>	UDO Exhibit 2-1 and UDO §2.28.7	Pages 2-4 and 2-58
<p>2. Amend text so that the required SIA collateral is reduced from 150% to 125% of the cost of remaining improvements when requesting a Reduction of Guarantees.</p> <p><i>Staff comment: This is a required change, per NCGS §160A-372(g)(3). This change to reduce SIA collateral was made elsewhere in the UDO during a previous amendment (Ordinance #1871), but this particular reference to 150% was overlooked at that time.</i></p>	UDO §2.20.7(G)(1)	Page 2-40
<p>3. Update the list of criteria to qualify as a Minor Subdivision that are shown in UDO §2.32 to be consistent with the list in UDO §2.19.</p> <p><i>Staff comment: The list of criteria to qualify as a Minor Subdivision appears in two places in the UDO. Somehow these two lists (that should be the same) are not the same and need to be amended to be consistent.</i></p>	§2.32.1(A)	Page 2-65
<p>4. Amend the text of the UDO to fix inconsistencies in setback distances between Chapters 3 and 4 for the NB and OS zoning districts:</p>	UDO Exhibit 4-1.	Page 4-5.

<ul style="list-style-type: none"> - Change 50' Setback from Street Centerline in NB zone as currently shown in Exhibit 4-1 to 45' as currently shown in Exhibit 3-10. <p><i>Staff comment: All other setbacks from street centerlines add 30' to the edge of R/W setback. This one adds 35' so there is likely an error.</i></p> <ul style="list-style-type: none"> - Change all setback values for OS zone as currently shown in Exhibit 4-1 to those currently shown in Exhibit 3-11. <p><i>Staff comment: Setbacks for Front (from R/W), Front (from Centerline), Side and Rear in the OS zone are 35, 65, 15 and 15 (respectively) in Exhibit 4-1, but the same setbacks are 15, 45, 20 and 20 in Exhibit 3-11 in the current UDO. Based on the "Purpose" of the OS zone, staff recommends using the setbacks currently in Exhibit 3-11 to reduce setbacks adjoining road corridors and increase (slightly) setbacks adjoining residential areas.</i></p> <ul style="list-style-type: none"> - Add "No minimum" to Lot Width column for GB, NB, OS and I zones. <p><i>Staff comment: This just adds clarity and consistency with other cells in the table.</i></p>		
<p>5. Amend the UDO so that the landscaping code requires large trees be a minimum of 2" caliper when planted instead of 3" caliper when planted.</p> <p><i>Staff comment: The goal of the science of planting trees is promoting rapid root growth to reduce the water stress that is imposed by the limited root system of a transplanted plant. 80-90% of a tree's roots are left in the field when a balled and burlapped plant is spaded for a job. A 2" caliper tree roots establish within two seasons of planting, where a 3" caliper tree will take three seasons or more. Also a 2" tree can be moved by people where anything larger requires equipment because of the weight and size of the rootball required becomes too large at a 3" caliper. So, the 2" caliper meets the UDO purpose to create plantings that screen or buffer visual pollution and improve property and</i></p>	<p>UDO §4.3.3(C), Exhibit 4-4, and Exhibit 4-5.</p>	<p>Pages 4-7, 4-9 and 4-12</p>

<p><i>community appearance while also providing a better chance of root establishment.</i></p>		
<p>6. Amend the text of UDO Appendix A to add “Public Utility Easements” to Major Subdivision – Final Plat Application Checklist in Appendix A.</p> <p><i>Staff comment: Prior to approving a Final Plat for a subdivision of land, a variety of public utilities are typically installed to serve the lots being created. Some of these utilities are installed within a road right of way, but some are installed between what will be privately-owned lots, across open space that will be owned by an HOA, or even on adjacent private property. It is of critical public health and safety importance that the legal right to access any and all installed public utilities be protected immediately. However, an easement that is only depicted on a Final Plat is not a muniment and does not exist until a deed is created to convey the land on which the easement exists. Sometimes lots or other lands within a subdivision will not be immediately conveyed after Final Plat and may go unreferenced in a muniment for many years. Therefore, to protect the right to access and maintain installed public utilities regardless of the timeframe of subdivision lot sales, the Town would like to require written, affirmative easements for public utilities at the time of Final Plat clearly conveying the easement from the subdivider (Grantor) to the Town (Grantee) as depicted on the Final Plat.</i></p>	<p>UDO Appendix A</p>	<p>A-18</p>
<p>7. Replace current Appendix B: Specifications on Driveway Entrances and Appendix C: Specifications for Street Design and Construction with one Appendix B: Engineering and Construction Standards Manual. Update references to Appendices B and C in various sections, update the minimum angle for street intersections to meet AASHTO standards and correct typos in some sections.</p> <p><i>Staff comment: See attached comments from James Michel, Town Engineer.</i></p>	<p>UDO §4.11.10(C) and (D), Exhibit 4-16, Exhibit 4-20, §4.11.12(A), §4.11.13, §4.11.15(F), §4.11.17(A), §4.14.2(E), §4.14.3(B) and §4.15.5(A).</p>	<p>UDO pages 4-69, 4-71, 4-78, 4-79, 4-79, 4-80, 4-81, 4-108, 4-110.</p> <p>UDO Appendices, Table of Contents, B-1, B-2, C-1, C-2, C-3. Appendices B and C</p>

	UDO Appendices B and C	
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E. Outside Agency Comments:

- A request for comment was emailed to representatives from the Regional Land Use Advisory Commission (RLUAC), North Carolina Department of Transportation (NCDOT), U.S. Fish and Wildlife Service, and representatives of the Town of Southern Pines on November 5, 2020. As of the completion of the staff report, the following responses had been received:
 - A response was received from NCDOT on November 9, 2020 stating that their office has no comment on this request.
 - A comment was received from the Town of Southern Pines Utilities Superintendent on November 5, 2020 stating that he had no comment.
 - A response was received from RLUAC on November 13, 2020 stating that RLUAC has no issues or concerns with the proposed text amendment.

VI. ATTACHMENTS:

1. DRAFT Town Council Resolution Adopting a Statement of Plan Consistency
2. DRAFT Town Council Ordinance approving proposed text amendments
 1. EXHIBIT A: New UDO Appendix B
3. SIGNED Planning Board Resolution Adopting a Statement of Plan Consistency
4. Application
5. Narrative
6. Exhibits (pages from current UDO showing edits)
 1. Historic District Commission appeals to Board of Adjustment
 2. SIA collateral to 125%
 3. Update list of Minor Subdivision criteria
 4. Update Exhibit 4-1
 5. Amend landscaping code from 3” caliper trees to 2” caliper trees
 6. Add Public Utility Easements to Final Plat submittals
 7. Amend Appendices to add new Appendix B
7. RLUAC Comment

VII. TOWN COUNCIL ACTION:

The Town Council shall consider the information gathered at the public hearing and during subsequent discussion in light of the five (5) criteria for approval of a UDO text amendment. The Council may choose to adopt findings of fact and conclusions based on the five (5) criteria for approval of a UDO text amendment, but adoption of findings and conclusions is not required.

After considering the criteria for approval of a UDO text amendment, the Town Council shall vote on whether to approve or deny the proposed UDO text amendment. As part of any approval or denial, in accordance with North Carolina law the Town Council shall adopt a statement regarding consistency of the proposed UDO text amendment with the adopted *Comprehensive Long Range Plan*. The Town Council may make one of the following motions for a recommendation, or any alternative they wish:

I move that after considering the criteria for a UDO text amendment found in in UDO §2.17.10, the Town Council finds that:

1. The requested text amendments are consistent with the Comprehensive Long Range Plan and the Town Council adopts the Resolution that is included as Attachment “A” in the staff report for OA-04-20;
2. The requested text amendments are consistent with the Comprehensive Long Range Plan and the Town Council adopts the Resolution that is included as Attachment “A” in the staff report for OA-04-20 with the following edits or comments to Attachment “A”...
3. The requested text amendments are not consistent with the Comprehensive Long Range Plan and the Town Council adopts the Resolution that is included as Attachment “A” in the staff report for OA-04-20 with the following edits or comments to Attachment “A”...

And, therefore, I move to:

1. Approve OA-04-20;
2. Approve OA-04-20 with the following conditions;
3. Deny OA-04-20;
4. Other....

ATTACHMENT A



**TOWN COUNCIL
RESOLUTION TO ADOPT A STATEMENT OF CONSISTENCY
FOR ORDINANCE AMENDMENT APPLICATION
OA-04-20**

WHEREAS, Section 160A-383 of the North Carolina General Statutes specifies that the governing board shall, with any ordinance amendment or zoning map amendment decision, approve a statement describing whether the action of the governing board is consistent with the adopted comprehensive plan.

WHEREAS, Section 160A-383 of the North Carolina General Statutes specifies that zoning regulations shall be made in accordance with a comprehensive plan and prior to adopting or rejecting any zoning amendment, the governing board shall adopt one of the following statements, which shall not be subject to judicial review:

- (1) A statement approving the zoning amendment and describing its consistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest.
- (2) A statement rejecting the zoning amendment and describing its inconsistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest.
- (3) A statement approving the zoning amendment and containing at least all of the following:
 - a. A declaration that the approval is also deemed an amendment to the comprehensive plan. The governing board shall not require any additional request or application for amendment to the comprehensive plan.
 - b. An explanation of the change in conditions the governing board took into account in amending the zoning ordinance to meet the development needs of the community.
 - c. Why the action was reasonable and in the public interest.

WHEREAS, zoning regulations shall be designed to promote the public health, safety, and general welfare. The regulations shall be made with reasonable consideration, among other things, as to the character of the district and its peculiar suitability for particular uses, and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the Town.

WHEREAS, the Planning Board conducted a public hearing on November 19, 2020 for consideration of Ordinance Amendment application OA-04-20, and;

WHEREAS, the Town Council conducted a public hearing via remote meeting on December 8, 2020 to gather public comment regarding the proposed Ordinance Amendment application OA-04-20, and;

WHEREAS, per G.S. §166A-19.24(e) after closing the public hearing no action was taken to allow at least 24 hours for submittal of written comments regarding the proposed Ordinance Amendment application OA-04-20.

NOW, THEREFORE BE IT RESOLVED that the Town Council finds that the requests listed in ordinance amendment application OA-04-20 are reasonable, in the public interest and are consistent with the Town of Southern Pines Comprehensive Plan in that the application is consistent with the purpose of the Comprehensive Plan to provide a guide to local decision makers to help Southern Pines grow and prosper. The UDO, as a derivative of the Comprehensive Plan, is a document that provides detailed standards and regulations to promote the vision, goals, and policies of the Comprehensive Plan. The Comprehensive Plan and the UDO are adopted to directly promote the public interest. The refinements of these UDO standards that are listed in OA-04-20, including adoption of an Engineering and Construction Standards Manual as Appendix B, follow that same purpose and further seek to promote the public interest. The UDO amendments proposed as part of OA-04-20 touch on a variety of topics, all of which are intended to provide greater clarity to ensure equitable enforcement of Town policy and to improve the customer service experience with the UDO, with customers being inclusive of Town boards, staff, developers and citizens. The proposed amendments to the UDO increase the promotion of the public interest as having a clearer and more refined UDO is certainly in the public interest.

ADOPTED this the 6th day of January, 2021.

Carol Haney, Mayor

ATTEST:

Peggy Smith, Town Clerk

**ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE
OF THE TOWN OF SOUTHERN PINES**

THAT WHEREAS, after notice being duly given according to law, a public hearing was held before the Town Council of Southern Pines, North Carolina, during its regular remote meeting on December 8, 2020 at 6:00 PM for the purpose of considering an ordinance amending the Unified Development Ordinance of the Town of Southern Pines, North Carolina; and

WHEREAS, after the completion of said public hearing, and following 24 hours for submittal of written comment per NCGS §166A-19.24(e), and upon consideration of any comments, objections or presentations at the hearing, 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 regular Agenda Meeting assembled the 6th day of January, 2021:

Section 1. That Exhibit 2-1 of the Unified Development Ordinance be amended by deleting the words “Planning Board” and substituting the words “Board of Adjustment” with regard to an appeal of a Certificate of Appropriateness – Major Work decision.

Section 2. That §2.20.7(G)(1) of the Unified Development Ordinance be amended by deleting the written and numerical number “one hundred and fifty (150)” and substituting the written and numerical number “one hundred and twenty-five (125).”

Section 3. That §2.28.7 of the Unified Development Ordinance be amended by deleting the words “Planning Board” and substituting the words “Board of Adjustment.”

Section 4. That §2.32.1(A) of the Unified Development Ordinance be amended by deleting the language of subsections (1) through (6) and substituting the following:

- (1) Front on an existing street or share a common private driveway meeting the access standards of this ordinance;
- (2) Do not require the dedication or construction of a public or private street, provided however that perimeter right-of-way dedication shall be allowed as part of a minor subdivision;
- (3) Do not involve the extension of municipal water or sewer lines by more than two hundred (200) feet from an existing line to the nearest boundary of the subdivision;
- (4) Do not adversely affect the remainder of the Parcel or adjoining the property;
- (5) Are not in conflict with the Comprehensive Plan, official map, or zoning regulations;
- (6) Do not result in the cumulative creation through one or more minor subdivisions of more than five (5) Lots; and
- (7) Do not result in the creation of additional driveway accesses along collector, arterial, freeway, expressway, or interstate roadways. If existing Lot(s) front on an existing street, then each existing Lot may have only one (1) driveway access if along a collector, arterial,

freeway, expressway or interstate roadway.

Section 5. That Exhibit 4-1 of the Unified Development Ordinance be amended by adding the words “No Minimum” in the column entitled “Lot Width” for the GB, NB, OS and I zoning districts; deleting the number “50” and substituting the number “45” in the column entitled “Setback From Street Centerline” for the NB zoning district; deleting the number “35” and substituting the number “15” in the column entitled “Front Setback” for the OS zoning district; deleting the number “65” and substituting the number “45” in the column entitled “Setback From Street Centerline” for the OS zoning district; deleting the number “15” and substituting the number “20” in the column entitled “Interior Side Setback” for the OS zoning district; and deleting the number “15” and substituting the number “20” in the column entitled “Rear Setback” for the OS zoning district.

Section 6. That §4.3.3(C) of the Unified Development Ordinance be amended by deleting the word “three” and substituting the word “two.”

Section 7. That Exhibit 4-4 of the Unified Development Ordinance be amended by deleting the number “3” and substituting the number “2” with regard to Large Trees.

Section 8. That Exhibit 4-5 of the Unified Development Ordinance be amended by deleting the number “3” and substituting the number “2” in two different locations within the column entitled “Additional Conditions” regarding the minimum caliper of large trees.

Section 9. That Appendix A of the Unified Development Ordinance be amended by adding “PUBLIC UTILITY EASEMENTS (if applicable) – copies of utility easements granting the Town of Southern Pines access for future operations and maintenance of utilities” immediately preceding “ADDITIONAL DOCUMENTATION” in the list of Submittal Requirements.

Section 10. That the Unified Development Ordinance be amended by deleting Appendix B in its entirety and substituting Appendix B attached hereto to this Ordinance as Exhibit A.

Section 11. That Appendix C of the Unified Development Ordinance be amended by deleting the contents in its entirety.

Section 12. That §4.11.10(C), §4.11.10(D), §4.11.13, §4.11.15(F) and §4.14.2(E) of the Unified Development Ordinance be amended by deleting the letter “C” and substituting the letter “B” where reference is made to Appendix C.

Section 13. That §4.11.12(A) of the Unified Development Ordinance be amended by deleting “sixty (60)” and substituting “seventy-five (75).”

Section 14. That §4.11.17(A) of the Unified Development Ordinance be amended by inserting the words “Appendix B and the” immediately preceding the word “published” in the last sentence.

Section 15. That Exhibit 4-16 of the Unified Development Ordinance be amended by deleting the word “Land” and substituting the word “Lane” in the sections entitled “Street Type: Residential Sub-Collector Streets” and “Street Type: Residential Collector Streets: 2-Lanes with Sidewalks without On-Street Parking.”

Section 16. That Exhibit 4-20 of the Unified Development Ordinance be amended by deleting “5,0” and substituting the number “5.0.”

Section 17. That §4.14.3(B) of the Unified Development Ordinance be amended by deleting the word “property” and substituting the word “proper.”

Section 18. That §4.15.5 of the Unified Development Ordinance be amended by deleting the letter “C” and substituting the letter “B” and deleting the words “Standard Drawing No. 6 or 7.”

Section 19. That the Table of Contents of the Unified Development Ordinance be amended as follows:

- (a) by deleting the words “SPECIFICATIONS ON DRIVEWAY ENTRANCES” and substituting the words “ENGINEERING AND CONSTRUCTION STANDARDS MANUAL” as Appendix B;
- (b) by deleting the words “SPECIFICATIONS FOR STREET DESIGN AND CONSTRUCTION” and substituting “(RESERVED FOR FUTURE CODIFICATION PURPOSES)” as Appendix C;
- (c) by deleting the duplicate listing “H: FEE SCHEDULE” and substituting “I: STREET CROSS-SECTIONS” as the Appendix found on page I-1.

Section 20. That this Ordinance shall be and remain in full force and effect from the date of its adoption.

Adopted this 6th day of January, 2021.

ATTEST:

TOWN OF SOUTHERN PINES

Peggy K. Smith, Town Clerk

Carol R. Haney, Mayor

APPROVED AS TO FORM:

Douglas R. Gill, Town Attorney

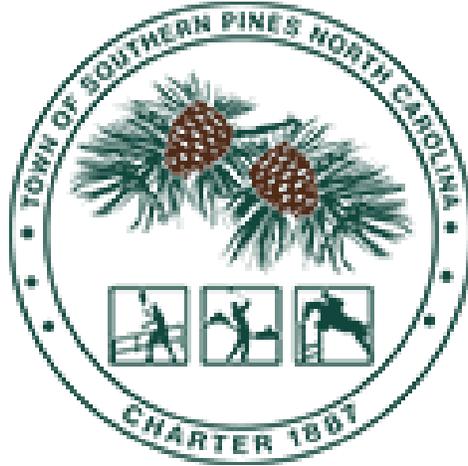
I certify that this Ordinance (OA-04-20) was adopted by the Town Council of the Town of Southern Pines at its meeting on January 6, 2021 as shown in the Minutes of the Town Council meeting for that date.

Peggy K. Smith, Town Clerk

NOT FOR REVIEW DRAFT: SIGNATURES

Exhibit A

APPENDIX B



SOUTHERN PINES

North Carolina

Engineering and Construction

Standards Manual

October 2020

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CHAPTER 1 SPECIFICATIONS AND SPECIAL PROVISIONS

A. GENERAL NOTES

1. The Town of Southern Pines Engineering and Construction Standards Manual has been adopted by the Town of Southern Pines to define the minimum standards for the design and construction of new infrastructure within the Town limits of Southern Pines and the ETJ. Additional requirements may be deemed necessary by the Director of Public Services or Town Engineer depending on the proposed improvement. There are supporting specifications from multiple agencies listed in Chapter 6 – REFERENCES. All specifications used and noted will be the most current revision for the respective specification and publication. The more restrictive specification shall be enforced.
2. No work associated with excavations, tie-ins to existing utilities, lane or road closures requiring observation by Town personnel will be allowed outside of the hours of 7:00AM to 5:00PM on weekdays, or on weekends and holidays unless written authorization is obtained from the Director of Public Services.
3. No work will be permitted outside of the hours of 7:00AM to 9:00PM on weekdays and 8:00AM to 9:00PM on Saturday without authorization from the Director of Public Services.
4. Contractors performing work in the Town of Southern Pines shall have a North Carolina Contractor License with the appropriate classification for the work being performed.
5. No land disturbing activities shall be allowed until an erosion control permit has been obtained from the Town. Land disturbing activities include, but are not limited to, grubbing, grading and utility installations.
6. Prior to grading operations, a grading permit shall be obtained from the Town of Southern Pines.
7. Prior to beginning construction in the Town of Southern Pines, a preconstruction meeting with the Town Inspector shall be held, and submittals (shop drawings) shall be approved. The submittals should include all materials (roadway, storm and utilities) to be used during construction. Please allow 2 weeks for the review.
8. Erosion control measures shall be installed as required by the erosion control and sediment permit. Maintenance and documentation as required by the erosion control and sediment permit is the responsibility of the contractor and erosion control measures shall not be removed without the permission of the Town Engineer. Sediment leaving a site, regardless of size of project, shall have corrective actions taken immediately by the financially responsible person to avoid further loss of sediment from the site. Methods of conveyance of sediment from the site include water, air, gravity or ice.
9. The use of Town water to perform construction activities shall be metered. The Town has 1 fire hydrant for obtaining non-potable water for construction located at the Town's Public Works Annex, 801 SE Service Road, Southern Pines, NC 28387. Prior to obtaining water from the hydrant, a permit application shall be submitted to the Utilities Superintendent. In lieu of using the fire hydrant at the Town's OC, a fire hydrant meter may be obtained from the Town for specific locations. For details to obtain a fire hydrant meter, contact Town of Southern Pines Public Works Department at 910-692-1983. The meter applicant is responsible for backflow prevention at the meter and payment for water used.

END OF SECTION

B. ACRONYMS

AASHTO – American Association of State Highway and Transportation Officials

ACI – American Concrete Institute

ANSI – American National Standards Institute

ASTM – American Society for Testing and Materials

CIP – Capital Improvement Projects

CTP – Comprehensive Transportation Plan (Developed by the TARPO)

DIP – Ductile Iron Pipe

DWQ – North Carolina Department of Environmental Quality, Division of Water Quality

FHA – Federal Highway Administration

IFC – International Fire Code

MUTCD – Manual for Uniform Traffic Control Devices

NACTO – National Association of Town Transportation Officials

NCAC – North Carolina Administrative Code

NCDEQ – North Carolina Department of Environmental Quality

NCDOT – North Carolina Department of Transportation

NPDES – National Pollutant Discharge Elimination System

PROWAG – Public Right of Way Accessibility Guidelines

PVC – Polyvinyl Chloride

RCP – Reinforced Concrete Pipe

SCM – Stormwater Control Measure

TARPO – Triangle Area Rural Planning Organization

UDO – Unified Development Ordinance

USACE – United States Army Corps of Engineers

USGS – United States Geological Survey

END OF SECTION

CHAPTER 2 STREETS

A. GENERAL NOTES

1. All work and materials shall conform to the latest edition of the NCDOT Standard Specifications for Roads and Structures unless otherwise specified in this manual.
2. Depending on the proposed construction activities, a bond may be required for possible damages to Town streets and, shall be in an amount established by the Town.
3. The contractor shall maintain two-way traffic at all times when working within existing streets in accordance with the latest edition Manual for Uniform Traffic Control Devices (MUTCD) and NCDOT.
4. Street cuts and sidewalks should be completely repaired in an expedient manner. Unless otherwise noted in construction documents, cuts must be filled per Standard Details, with flowable fill or suitable material to within 1.5" of finished grade within 3 days of initial work. Finished roadway surfaces, sidewalks and curbs must be restored within 15 days of initial work.
5. Trench Backfill Requirements:
 - a. All backfill shall be non-plastic in nature, free from roots, vegetative matter, waste, construction material or other objectionable material. Materials deemed by the Inspector as unsuitable for backfill purposes shall be removed and replaced with select backfill material.
 - b. All trenches in the street right-of-way shall be backfilled immediately after the pipe is laid. No more trench shall be opened in advance of pipe laying than is necessary to expedite the work. One block or 200' (whichever is less) shall be the maximum length of open trench on any line under construction.
 - c. All trench backfill shall be compacted to 8" below the finished surface to a 100% density in accordance with AASHTO T 99 as modified by NCDOT. All trench backfill greater than 8" below the finished surface shall be compacted to 95% density in accordance with AASHTO T 99 as modified by NCDOT.
 - d. All trench backfill shall be compacted in maximum 6" lifts.
6. All subgrade shall be compacted to a depth of 8" below the finished surface to a 100% density in accordance with AASHTO T 99 as modified by NCDOT. All embankment shall be compacted to 95% density in accordance with AASHTO T 99 as modified by NCDOT for depths greater than 8".
7. All trench backfill, subgrade, embankment fill, and ABC shall require density tests be performed at a frequency as follows. Test reports shall be conveyed to the Town on a weekly basis.

Road subgrade	1 test group for every 500'
Parking subgrade	1 test group for every 10,000 square feet
Trenches	1 test group for every 500'
Embankment Fill	1 test group for every 10,000 square feet

*A test group shall consist of 1 test for every 2' of fill in the test location
8. All manholes, junction boxes, water valve boxes and other appurtenances shall be covered at subgrade level with a steel plate until the first lift of surface course asphalt is placed. At that time, the utility may be raised to the finished grade.

9. A tolerance for grading the subgrade shall be +/- 1/2" from the established grade will be permitted after the subgrade has been graded to a uniform surface. A tolerance of +/- 1/4" will be permitted under concrete pavement mainline lanes. Perform the grading operation such that the maximum difference between the established grade and the graded subgrade within any 100' section is 1/2" for normal subgrade and 1/4" for subgrade for concrete pavement.
10. A proof roll witnessed by an accredited testing firm and the Town Inspector shall be required prior to placing curb and gutter, ABC, and asphalt. A report of the proof roll shall be provided to the Town Engineer. Equipment to be used for the proof rolls shall be a loaded tandem dump truck. Proof rolls shall not occur more than 10 days prior to the placement of the associated work.
 - a. Proof rolls will not be performed on frozen subgrades and inclement weather will void any proof roll if the associated work has not been completed.
 - b. A motor grader may be used in some circumstances for a proof roll on curb and gutter only. Prior approval by the Town Engineer is required for use of a motor grader.
 - c. Weight requirements for equipment:

Motor Grader	30,000 lbs
Tandem Truck	45,000 lbs
11. Upon completion of the subgrade proof rolling, a report from an accredited testing laboratory shall be provided to the Town Engineer. The report shall present the results of a Proctor analysis demonstrating that the subgrade compaction is acceptable in accordance with standard requirements of NCDOT in all the significant fill areas. The testing firm shall also inspect the subgrade to verify conformance with the pavement design report and provide a report of the findings to the Town Engineer. Upon acceptance and approval, the stone base course may be placed. However, no stone base may be placed prior to backfilling behind the curb. The stone base course materials should be placed and compacted to grade. Compaction and thickness testing shall be performed at a rate of 1 set of tests/ 500 linear feet with a minimum of three tests. Once the thickness and density of the ABC stone has been verified, and prior to the placement of concrete or asphalt, another proof roll of the ABC stone shall be performed under the supervision of the accredited testing laboratory and the Town Engineer. Once a passing proof roll is achieved, concrete and/or asphalt should be placed as soon as possible. In the event that inclement weather occurs after the ABC stone proof roll and before the placement of concrete or asphalt, or if a period of greater than 10 days lapses before paving, another proof roll of the ABC stone will be required. The contractor shall bear the cost of laboratory testing and inspections.
12. Concrete or asphalt shall not be placed in inclement weather. The contractor shall protect freshly placed concrete or asphalt in accordance with Section 420 (Concrete Structures), Division 6 (Asphalt Pavements), and Division 7 (Concrete Pavements and Shoulders) of NCDOT Standard Specifications. Prior to any concrete being placed, a pre-pour meeting shall be required. Schedule the pre-pour meeting with the inspector.
13. All concrete used for streets, curb and gutter, sidewalks and drainage structures, etc. shall be approved NCDOT mixes, unless otherwise directed by the Town Engineer or project special provisions. Concrete testing shall follow requirements and frequency set forth by NCDOT and ACI.
14. The concrete temperature at the time of placement shall be between 50°F and 95°F except where other temperatures are required by NCDOT Specifications, Section 420. Do not place concrete without permission when the air temperature measured at the location of the concrete operation in the shade away from artificial heat is below 35°F. When such permission is granted, uniformly heat the aggregates and/or water to a temperature not higher than 150°F. Heated concrete shall be between 55°F and 80°F at the time of placement.

15. All excess concrete on the front edge (lip) of gutter shall be removed when curb and gutter is poured with a machine.
16. Straight forms shall not be used for forming curb and gutter in curves.
17. Contraction joints, expansion joints and joint sealer shall follow NCDOT Specifications and Town Standard Details.
18. All concrete shall be cured with curing compound. Use white pigmented curing compound which meets ASTM C 309, as required by NCDOT Section 825 and Section 1026, applied at a uniform rate per manufacturer's instructions. Apply the membrane curing compound after the surface finishing is complete and immediately after the free surface moisture disappears, but at no point, more than 24 hrs of after placement of the concrete.
19. All curb and gutter shall be backfilled with soil approved by the Town Engineer within 7 days after construction, but not before 3 curing days has elapsed. Do not place ABC or pavement adjacent to the curb before the 3 curing days has elapsed.
20. Prior to any asphalt being placed, a pavement coordination meeting shall be required. Schedule the pavement coordination meeting with the Town Inspector. All testing reports shall be provided to the Town Engineer prior to scheduling the pavement coordinateion meeting.
21. Asphalt shall not be placed unless the minimum temperatures are met in NCDOT Specifications, Section 610. Do not place plant mix base course that will not be covered with surface or intermediate course during the same calendar year or within 15 days of placement if the plant mix is placed in January or February. The asphalt supplier and/or paving contractor shall perform all required field and laboratory testing in accordance with the current NCDOT standards during the production and installation of the paving materials. The results of the field and laboratory testing data will be provided to the Town Engineer for review and for final approval of the paving materials.
22. When delaying the installation of the final lift of asphalt, drainage shall be maintained on the streets between the first lift of S9.5A and the second lift of S9.5A when the street is accepted. Use Southern Pines Standard Details to accommodate drainage in low areas.
23. Surfaces shall be tacked when asphalt is being placed over existing asphalt streets or adjoining concrete, storm drain and sanitary sewer structures. In the event more than 1 lift of asphalt is placed in a single day, tack is still required between lifts.
24. All asphalt cuts shall be made with a saw when preparing street surfaces for patching or widening strips. Milling is an acceptable alternative to saw cuts when applicable.
25. Paper joints shall be used to seal the ends of an asphalt pour so that future extensions can be made without causing rough joints.
26. When placing asphalt against existing surfaces, a straight edge shall be used to provide a smooth and consistent transition between the two surfaces at that location.
27. Dead-end streets without cul-de-sacs shall be required to install object signs designating the dead-end.
28. Fire apparatus access road shall be capable of supporting the imposed load of fire apparatus weighing at least 75,000 lbs in any weather condition, including during development construction. Furthermore, the access road minimum unobstructed width shall be 20', exclusive of shoulders, with a 13'-6" unobstructed vertical height (IFC Section 503.2.1) and shall not exceed a 10% grade.

In the event a fire hydrant is located on the access road, the minimum width of the road shall be 26', exclusive of shoulders (IFC Appendix D). Grades steeper than 10% as approved by the fire chief. See Appendix A for dead-end access road turnarounds.

29. During phasing of residential developments temporary turnarounds are required for fire apparatus access. The temporary turnaround is required for streets 150' + from the intersecting street without a designed cul-de-sac.
30. All permanent striping shall conform to NCDOT Specifications, and MUTCD standards and specifications. Temporary striping may be paint and conform to NCDOT specifications for the duration of time in which the striping can be installed prior to installing the permanent striping.
31. Traffic Calming Devices shall be prohibited unless approved by the fire code official (2018 NC Fire Code 5.3.4.1).

END OF SECTION

B. STANDARDS OF STREET DESIGN

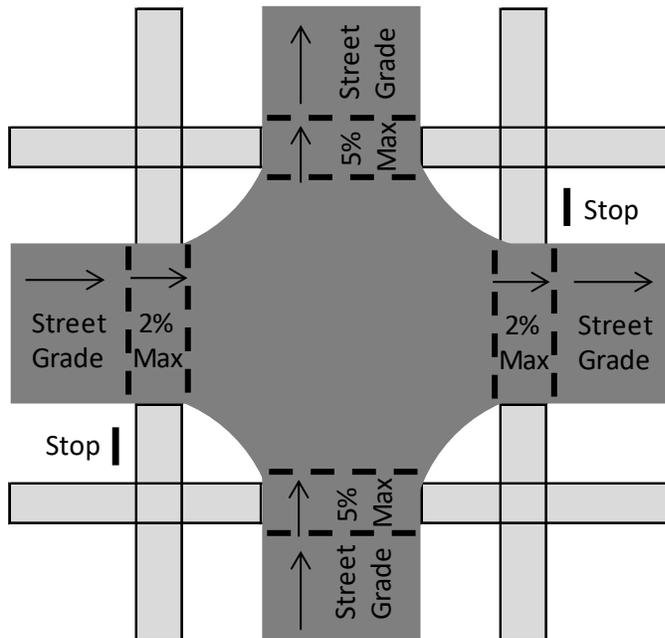
1. **Streets** (Public and Private): Refer to Appendix A for Street Classifications.

2. **Intersections:**

a. Maximum Street Grade at Intersections (See Diagram 2-1):

- i. STOP or YIELD Condition: Vertical alignment is 2% maximum through the crosswalk areas (marked or unmarked). Outside of the crosswalk areas, the vertical alignment is 5% maximum within 100' of an intersection.
- ii. THROUGH MOVEMENT Condition: Vertical alignment is 5% maximum through the crosswalk areas. Where feasible, it is recommended that the vertical alignment for a through movement street also be set at 2% maximum through the crosswalk areas (marked or unmarked).
- iii. Insofar as practical, streets shall intersect at an angle of 90° for a minimum of 50' from the roadway intersection. In no case shall the angle be less than 75°. Intersections having more than 4 corners shall be prohibited. Proposed streets which intersect opposite sides of another street (either existing or proposed) shall be laid out to intersect directly opposite each other.

DIAGRAM 2-1: INTERSECTION GRADES



3. Intersection Sight Distance:

- a. Minimum sight triangles will be provided at each intersection corner.
- b. Sight triangles shall contain no fence, structure, earth bank, hedge, planting, wall or other obstruction between a height greater than 2' above the property line grade as established by the Town Engineer. The following are exempted from this provision:
 - i. Existing public utility poles.
 - ii. Existing trees trimmed (to the trunk) to a height at least 9' above the level of the intersection.
 - iii. Other plant species of open growth habit that are not planted in the form of a hedge and which are so planted and trimmed as to leave in all seasons a clear and unobstructed cross-view.
 - iv. A supporting member or appurtenance to a permanent building lawfully existing on the effective date of this ordinance.
 - v. Official warning signs or signals.

4. Stopping Sight Distance: Intersections designs shall account for stopping sight distances in accordance with Tables 2-1 and 2-2.

TABLE 2-1: STOPPING SIGHT DISTANCE

MINIMUM STOPPING SIGHT DISTANCE (ft)							
Vehicle Speed (mph)	UPGRADES			FLAT	DOWNGRADES		
	9 %	6 %	3 %	0 %	-3 %	-6 %	-9 %
25	140	145	150	155	160	165	175
30	180	185	200	200	205	215	230
35	225	230	240	250	260	275	290
40	270	280	290	305	315	335	355
45	320	330	345	360	380	400	430
50	375	390	405	425	450	475	510

TABLE 2-2: DESIGN INTERSECTION SIGHT DISTANCE, LEFT TURN FROM STOP

Design Speed (mph)	Stopping Sight Distance (ft)	Intersection Sight Distance for Passenger Cars	
		Calculated (ft)	Design (ft)
15	80	165.4	170
20	110	220.5	225
25	155	275.6	280
30	200	330.8	335
35	250	385.9	390
40	305	441.0	445
45	360	496.1	500
50	425	551.3	555

5. Cul-de-sac Streets:

- a. Shall not exceed a more than 500 feet of length from the connection to the intersecting street to the furthest paved point. Temporary cul-de-sacs on stub streets shall not exceed one-thousand (1,000) feet unless no other practicable alternative is available.
 - i. The preliminary and final site plan shall show a stub connecting the cul-de-sac to adjoining areas or parcels where future roadways are delineated on a recorded subdivision or site plan (provided reasonable connection can be achieved without the need for a bridge or other feature to negate substantial topography). The stub shall be improved as pedestrian walkway, trail, or bikeway.
 - ii. The radius for the circular terminus, or turnaround, shall be not less than 43'.

6. A Traffic Impact Analysis (TIA) and Traffic Design Analysis (TDA): Are required per section 4.11 Transportation/Traffic Analyses of the UDO.

7. Pavement Design: The pavement designs presented in Table A-1 shall be considered the minimum design requirements. A pavement design report produced and certified by a professional engineer, using AASHTO methodology shall be provided to the Town Engineer during the Engineering Plan review. The report shall be based on field and lab testing of in place subgrade materials by a qualified geotechnical firm and shall incorporate the following criteria: 25-year design life, 4% annual growth rate, and appropriate traffic projections with truck factor. The traffic projections shall account for offsite areas that the road will, or is planned to connect to, based on the current zoning or land use. If the design structural coefficient exceeds that of the standard, the design structure shall be used.

8. Driveways

- a. Refer to Southern Pines Standard Details for driveway layout and separation requirements.
- b. Driveway Permits and inspections are required per UDO.

9. Design Vehicles

- a. Site designs and/or street designs shall evaluate the minimum turning radius for the vehicular traffic intended for use to support the proposed improvement. The evaluation of the vehicular turning radius shall include, but not be limited to, parcel delivery trucks, garbage trucks, semi-truck and trailers and current Southern Pines Fire Department fire apparatus vehicles. See Appendix A for appropriate design vehicles.
- b. Regardless of the street classification or design vehicle, radii may need to be adjusted to meet the requirements of the proposed usage and vehicle. The Town Engineer may request the additional requirements based on the proposed usage warrants.

TABLE 2-3: STANDARDS OF STREET DESIGN

Street Type Average Daily Traffic (ADT)	Alley 100	Local 200 Sub-Collector 800	Collector more than 800	Arterial
Longitudinal Grade ⁽⁴⁾ Min Max: level/rolling hilly (stop/yield) at intersection (thru movement) at intersection Within 100' of an intersection	1%	1%	1%	See NCDOT Roadway Design Standards
	10 %	10 %	8 %	
	10 %	10 %	10 %	
	5 %	2 %	2 %	
	5 %	5 %	5 %	
5 %	5 %	5 %		
Minimum vertical curvature, K (L/A) crest sag	12	20	30 (residential) 44 (non-residential)	
	26	30	50 (residential) 64 (non-residential)	
Min Horizontal Centerline Curve Radius		150'	230'	
Crown/Cross Slope	2%	2%	2%	
Min Tangent between Reverse Curves		50'	100'	
Street Intersection Radius ⁽²⁾	20'	30'	30'	
Design Speed Min Max	15 mph	25 mph ⁽³⁾	40 mph	
	15 mph	40 mph	40 mph	
Design Vehicle Residential Non-Residential	SU-30	SU-30		WB-62
			SU-30	
			WB-62 or WB-40	
Driveway and Intersection Dimensions	See details for typical dimensions and separations			
Pavement Schedule ⁽¹⁾ surface course (S9.5A) intermediate course (I19.0C) base course	2"	1.5"	2"	See NCDOT Roadway Design Standards
	0"	1.5"	3"	
	8" ABC or 4" B25.0C			
Dead-End Fire Apparatus Access Roads Length Width Vertical clearance Maximum grade Turnaround required	0-150'	150'-500'	500'-750'	750'+
	20'	20'	20'	Special Approval Required
	13.5'	13.5'	13.5'	
	10 %	10 %	10 %	
	None	86' ø Cul-De-Sac 120' Hammerhead (Temporary)		

Notes:

1. Prior to substituting B25.0C, approval shall be obtained from the Town Engineer.
2. Radius measured from edge of pavement.
3. Design speeds are 5 MPH over the speed limit. Town wide speed limit is 35MPH unless otherwise posted. Design speeds less than 40 MPH must be approved by Council.
4. Maximum grade on roads without curb and gutter shall be 5%.

END OF SECTION

C. GRADING

1. The maximum slope for cuts and fill embankments is 3:1. Fill embankment materials shall be placed and thoroughly compacted in successive layers $\leq 10''$ in depth for the full width of the cross-section, including the width of the slope area. No stumps, trees, brush, rubbish or other unsuitable materials or substances shall be placed in the embankment.
2. Longitudinal grades shall have a minimum grade of 1% and a maximum grade of 10%. Grades shall not exceed 5% on roads without curb and gutter.
3. Transverse grade or crown shall be 2% with +/- 0.5% tolerance unless otherwise approved by the Town Engineer.

END OF SECTION

D. ROADWAY BASE

1. Stone base course shall conform in all respects to Section 520 (Aggregate Base Course), Section 1006 (Aggregate Quality Control/Quality Assurance), Section 1010 (Aggregate for Non-Asphalt Type Bases) of the NCDOT Standard Specifications for Roads and Structures.
2. The stone base shall be compacted to 100% in accordance with AASHTOT180 as modified by NCDOT when conventional density test #3 is used. When nuclear density testing is performed, a nuclear target density of at least 98% shall be obtained. In addition, the nuclear density of any single test location shall be at least 95% of the nuclear target density.
4. ABC will not be allowed within widening strips less than 5' in width.
5. Prior to the placement of base material, all subgrade testing shall be completed and provided to the Town.

END OF SECTION

E. ROADWAY INTERMEDIATE AND SURFACE COURSE

1. Plant mixed asphalt shall conform in all respects to Section 610 (Asphalt Concrete Plant Mix Pavements) of the NCDOT Specifications for Roads and Structures.
2. A pavement coordination meeting shall be required prior to placing any asphalt. All testing reports shall be provided to the Town prior to scheduling of the meeting.
3. An approved NCDOT Job Mix Formula shall be required to be submitted prior to paving.
4. The contractor shall have a third party QMS Roadway Technician on-site during the paving operation. A report of the Technician's inspections and testing shall be provided to the Town.
5. The contractor may elect to leave the final lift of asphalt surface course, for residential subdivision streets, withheld until the portion platted is occupied (occupied means a certificate of occupancy has been issued) and no conflicts exist between the water and sewer services and the proposed driveways. A subdivision improvement agreement will be required for the final lift of asphalt.
6. Roadway Final Lift Inspection Procedures:
 - a. Contractor puts down intermediate course and/or first lift of surface course and raises structures to final grade (including concrete collars 1" to 1.5" below final grade). Asphalt is to be placed around structures to prevent damage.
 - b. Contractor submits Record Drawings to the Town Engineer.
 - c. Upon approval by the Town Engineer, Contractor may request final inspection for water and/or sanitary sewer. Owner, along with the Town Inspector, shall then verify the water services and/or sanitary sewer laterals are not in conflict with driveways and/or other proposed infrastructure.
 - d. The final asphalt must be placed before 2 years have lapsed since the approval of the intermediate asphalt layer. The Town must approve surety to cover the 2-yr period.
 - e. After placement of the final asphalt, the Contractor may request final inspection for the roadway, and upon approval, the 1-yr warranty of the roadway begins.
7. In the event construction traffic must be routed on newly paved streets, a bond shall be provided to the Town until construction activities are completed.
8. Prior to placing the final layer of surface course asphalt, the Town inspector shall be given a 48 hr notification to inspect the roadway for deficiencies. All deficiency repairs are to be completed prior to application of final layer.
9. Cores or nuclear density may be used on base, intermediate and first lift of surface course mixes. Cores will not be permitted on the final lift of surface course. Only nuclear density testing shall be used on the final lift of surface course.
10. Access must be maintained during the paving operation. Residents, emergency vehicles, solid waste collection and mail delivery will need to be addressed during the pavement coordination meeting.

END OF SECTION

F. SIDEWALKS AND RAMPS

1. Where sidewalks and pedestrian routes within street crossings (including marked and unmarked crosswalks) are provided, they must be constructed so they are accessible to all potential users, including those with disabilities and conform to the Americans with Disability Act.
2. Sidewalks shall be constructed of not less than NCDOT, Class B concrete, and shall be 4" thick, constructed on an adequately graded base, except where a sidewalk crosses a driveway it shall be 6" thick. Subgrade shall be compacted to 95% of the maximum density obtainable in accordance with AASHTO T 99 as modified by NCDOT. The surface of the sidewalk shall be steel trowel and light broom finished and cured with an acceptable curing compound. Tooled joints shall be provided at intervals of not less than 5', and ½" expansion joints at intervals of not more than 50'. ½" expansion joints will be required where the sidewalk joins any rigid structure. The sidewalk shall have a maximum lateral slope of 2% toward the street.
3. All expansion joints shall be filled with joint sealer.
4. Planting strip adjacent to sidewalk shall be graded to ¼"/ft, except where excessive natural grades make this requirement impractical. In such cases, the Town Engineer may authorize a suitable grade.
5. Sidewalk widths shall be a minimum of 5' unless otherwise specified.
6. Approval of sidewalk construction plans must be obtained as part of the plan review process. Except in unusual circumstances, the sidewalk must be located a minimum of 6' from the back of the curb or at the back of the right-of-way. A recorded public sidewalk easement is required for all sidewalk located outside public right-of-way; the width shall be equal to the distance from the right-of-way line to the back of the sidewalk plus two feet or to the face of building, whichever is less. The sidewalk easement must be recorded with the Moore County Register of Deeds prior to issuance of a certificate of occupancy for the corresponding building(s).
7. Running slope of directional ramps shall be from 7.5% to 8.33% maximum. Ramp length is not required to exceed 15' regardless of the resulting slope, which shall be uniform for the length of the ramp. Curb ramps are required where sidewalks intersect curbing at any street intersection and at Type III driveway connections.
8. Truncated domes shall be Federal Standard Color Code number 20109, "Red Brown".
9. Refer to the MUTCD (latest edition) for construction zone pedestrian routes and signalization and controls for actuators. Curb ramps shall be designed and constructed in accordance with the Americans with Disability Act.
10. Where pedestrian routes are contained within a street or right-of-way, the grade of pedestrian access routes shall not exceed the general grade established for the adjacent street or highway.

END OF SECTION

G. DRIVEWAYS

1. All driveway entrances and other openings onto town-maintained streets shall, at a minimum, conform to the requirements set forth in this section. Driveway entrances to state-maintained streets shall also conform to the standards contained herein as well as those of the North Carolina Department of Transportation. In the event of a conflict between the two sets of standards, the most restrictive standard shall apply.
2. A Driveway Permit from the Town of Southern Pines is required prior to making connection to a Town street. Refer to the Land Development details for driveway layout requirements.
3. The Town requires inspections of the street connections. Provide a minimum notice of 48 hours to schedule the inspection.
4. Depending on the type of connection to streets or roadways, additional right of way, dedicated to the Town, may be required for improvements to the existing roadway. The cost of the right of way acquisition and street improvements is the responsibility of the Developer.
5. Medians or islands may be permitted for street type driveways and private street entrances only, upon approval of the Town Engineer and subject to the following conditions:
 - a. The raised median or island shall be constructed on private property to the rear of the right-of-way line.
 - b. The minimum width of the median or island as measured nearest the right-of-way line (excluding the nose) shall be 15', the minimum length shall be 50'.
 - c. For street type driveways with a median or island, the combined width of pavement of the separated driveway segments shall not exceed 48'.
6. The standards for driveway spacing delineated in this section are intended as general guidelines for driveways with low and moderate traffic volumes. Spacing for high volume driveways (such as shopping centers, major apartment complexes, etc.) shall be determined by the Town Engineer based upon actual traffic conditions and needs.
7. The number of permissible driveways on an individual property shall be determined as follows in Table 2-4:

TABLE 2-4: MAXIMUM NUMBER OF DRIVEWAYS BY STREET

Maximum Number of Driveways by Street		
Frontage	Arterial	All Other
<50'	1	1
51'-150'	1	2
151'-500'	2	3
>500'	3	4
See UDO Section 3.6.5 for additional limitations on the number of driveways for property located within highway corridor overlay district.		

8. Applicants for driveways may be required to dedicate right-of-way for and construct or reimburse the cost of constructing medians, acceleration and deceleration lanes and traffic storage lanes to connect a driveway to a street. The need for these improvements will be determined by the Town Engineer and in cases involving driveway connections onto state-maintained roads, the consent of the North Carolina Department of Transportation must also be obtained. The need for the improvements must be reasonably attributable to the traffic utilizing the driveway and the improvements must be designed to serve the driveway traffic.

END OF SECTION

H. PARKING

1. Off-street parking spaces shall be provided in accordance with the requirements in Chapter 4.5 Off Street Parking and Loading of the Southern Pines UDO. The Planning Department reviews and approves the parking requirements and the Planning Director shall be authorized to approve any alternate parking plans for developments.
2. A pavement design report produced and certified by a professional engineer, using AASHTO methodology shall be provided to the Town Engineer during the Engineering Plan review. The report shall be based on field and lab testing of in place subgrade materials by a qualified geotechnical firm and shall incorporate the following criteria: 25-year design life, 4% annual growth rate, and appropriate traffic projections with truck factor. The traffic projections shall account for offsite areas that the parking lot will connect to or is planned to connect to, based on the current zoning or land use. The minimum structure shall be the equivalent to an Alley in Table A-1.
3. Concrete parking areas shall be designed and constructed the same as pavement except that the concrete surface shall be a minimum of six (6) inches in thickness.
4. When justified, the Town Engineer may allow other paving materials to be used so long as a design report is produced and certified by a professional engineer that an equivalent level of stability is achieved.
5. When parking areas are not required to be paved with asphalt, concrete, or other paving material in accordance with Chapter 4.5 Off Street Parking and Loading of the UDO, the parking areas shall be designed and constructed the same as pavement with a minimum depth of six (6) inches of base stone and two (2) inches of surface stone.

END OF SECTION

I. NCDOT COORDINATION

1. Any connection or potential impact to a NCDOT roadway shall require approval by NCDOT. It is recommended coordination meetings take place early in the development process with the developer, NCDOT and Town of Southern Pines discussing potential requirements for roadway improvements, access to the site and right of way dedications. NCDOT has the ultimate authority for any work in NCDOT right of way.
2. It is the sole responsibility of the requesting party to determine if a street is State maintained or not.
3. Plan submittals, review and approvals should be coordinated concurrently with both, NCDOT and the Town of Southern Pines, to avoid conflicting requirements. The coordination should account for the review process of the two agencies may not coincide and communication of submittals from the requesting party is essential in avoiding delays. In situations where an agency's regulation differs from that of the other agency, the more restrictive of the two shall govern.
4. NCDOT and the Town of Southern Pines require approvals for connections to existing roadways. The Town of Southern Pines will approve any connections to Town streets. Prior to obtaining Site Plan approval or Town driveway permit, the requesting party shall provide the Town of Southern Pines an approved driveway permit from NCDOT allowing access to the site from a NCDOT street.
5. During construction of the project, both NCDOT and the Town of Southern Pines have enforcement authority to ensure safety in the right of way is not being compromised. Both agencies have the ability to affect the project's progress if there is reason to believe proper construction practices are not being adhered to and/or if unsuitable materials are being used in the right of way. Failure to comply with permits and the approved plans may result in revocation of permits.

END OF SECTION

L. BRIDGES

1. The use of a bridge for a publicly maintained project shall require prior approval by the Town Engineer.
2. The layout and design of bridges shall follow the current applicable NCDOT policies and manuals and shall be designed under the responsible charge of a registered design professional.
3. The bridge shall be designed to include support for lighting, public water lines and other public utilities. Private utility lines are not allowed to be attached to the structure.
4. Design submittals shall include copies of foundation reports, design load assumptions, and bridge design calculations for structural components.
5. The developer shall be responsible for providing geotechnical testing, engineering oversight and construction observation of the bridge and associated structures by a qualified individual. Copies of the inspection reports and the design engineer's as-built certification shall be provided with the as-built drawings for the bridge.

END OF SECTION

M. GREENWAYS

- Greenways constructed in the jurisdiction of the Town of Southern Pines shall follow current guidelines by NCDOT, NCDOT Greenway Specification Z-200, MUTCD, AASHTO, FHWA, ADA and this manual.
- Construction of greenways and trails shall require permits be obtained from each agency having jurisdiction within the construction area. Potential agencies requiring permits for greenway construction are: NCDOT, FEMA Conditional Letter of Map Revision (CLOMR/LOMR), U. S. Army Corps of Engineers, DWQ and NCDEQ.
- Minimum stopping sight distance for various design speeds, vertical and horizontal curves, and grades need to be considered to ensure safe braking distance on a shared use path. The AASHTO Guide for the Development of Bicycle Facilities provides methodologies, tables and graphs of stopping sight distance for various combinations of grade and design speed.
- Horizontal radii shall be a minimum 90' centerline radius.
- Radii at greenway intersections shall be a minimum 20' to accommodate maintenance vehicles.
- Greenway intersections should be aligned at 90° angles when possible.

TABLE 2-5: GREENWAY MINIMUM STOPPING SIGHT DISTANCE

A	English Units - Minimum Length of Crest Vertical Curve (L) Based on Stopping Sight Distance														
	20	40	60	80	100	120	140	160	180	200	220	240	260	280	300
2												30	70	110	150
3								20	60	110	140	180	220	260	300
4						15	55	95	135	175	215	256	300	348	400
5					20	60	100	140	180	222	269	320	376	436	500
6				10	50	90	130	171	216	267	323	384	451	523	600
7				31	71	111	152	199	252	311	376	448	526	610	700
8			8	48	88	128	174	228	288	356	430	512	601	697	800
9			20	60	100	144	196	256	324	400	484	576	676	784	900
10			30	70	111	160	218	284	360	444	539	640	751	871	1000
11			38	78	122	176	240	313	396	489	592	704	826	958	1100
12		5	45	85	133	192	261	341	432	533	645	768	901	1045	1200

1. When $S > L = 2S - 900/A$ Shaded area represents $S = L$

2. When $S < L = AS^2/900$

L = Minimum Length of Vertical Curve (ft)

A = Algebraic Grade Difference (%)

S = Stopping Sight Distance (ft)

Height of Cyclist's Eye = 4.5'

Height of Object = 0'

Minimum Length of Vertical Curve = 3'

Source: AASHTO, Guide for the Development of Bicycle Facilities

- Shared-use trails shall be constructed to a minimum width of 10'. Trails to be used for pedestrians only shall be constructed to a minimum width of 6'.
- Shoulders for all trails shall have a minimum 2' width on each side of the trail. 5' shoulders shall be required in fill areas and 3' shoulders in cut areas.

9. A clear, unobstructed, space from the edge of pavement of 10' shall be required. Trees greater than 15" in diameter may remain, provided they are at least 2' clear of the trail.
10. Greenways and trails shall not be constructed with a crown. All greenways and trails shall be constructed with cross-slopes between 1% - 2%.
11. Longitudinal slope shall be less than 5% unless existing contours prohibit. In the event grades are steeper than 5%, an 8.33% grade shall not be longer than 200', a 10% grade shall not exceed 30' and a 12.5% grade shall not exceed 10' without a rest area.
12. Rest areas shall be greater than 5' in length, have a width greater than the width of the trail segment to and from the rest area, have a grade less than 5%, have a cross-slope that exceeds 2%, have a minimal change of grade and cross-slope on the segment connecting the rest area with the main pathway and have accessible designs for amenities such as benches, where provided.
13. The typical section for greenways shall include:
 - a. Geotextile fabric for soil stabilization placed on subgrade compacted to a density of 92% in accordance with AASHTO T99 as modified by NCDOT.
 - b. ABC shall be placed at a 6" compacted depth with a density of 92% in accordance with AASHTO T180 as modified by NCDOT for both nuclear and ring test.
 - c. Asphalt option: place asphalt, 2" of S9.5A placed in one lift, in accordance with Section 610 of the Standard Specifications, compacted to at least 85%. Coring of the final surface course will not be allowed.
14. Provide a 54" safety rail when the following is within 6' of the edge of pavement:
 - a. Slope \geq 3:1 & drop of 6'.
 - b. Slope \geq 2:1 & drop of 4'.
 - c. Slope \geq 1:1 & drop of 1'.
15. The current North Carolina Building Code requires handrails for instances where the distance from the top of a boardwalk deck to the bottom of the creek or top of ground is 30" or more. For instances where the distance is less than 30", a 6" toe board shall be used to prevent falls.
16. Bridges shall have at least 10' clear inside dimensions. For bridges 10' in width, a design load of H5 shall be required. For bridges 12' in width, a design load of H10 shall be required.
17. Overhead clearance shall be 8' minimum of vertical height for pedestrian trails and 10' of vertical height for multi-use trails.
18. During paving operations, dump truck loads shall be prohibited to 15 tons to prevent damage to the compacted ABC.
19. In environmentally sensitive areas, alternative seeding specifications may be required.

END OF SECTION

CHAPTER 3 STORM DRAINAGE

A. GENERAL NOTES

1. All work and materials shall conform to the latest edition of the NCDOT Standard Specifications for Roads and Structures, NCDOT Standard Drawings and the Southern Pines Engineering and Construction Standards.
2. Prior to beginning construction in the Town of Southern Pines, a preconstruction meeting with the Town shall be held, and submittals (shop drawings) shall be approved. The submittals should include all materials (roadway, storm, and utilities) to be used during construction.
3. **Storm Drainage Pipe Cover**
 - a. Minimum cover is 2' measured from the final surface. Less than 2' requires prior approval by the Town Engineer.
 - b. Maximum cover: reference NCDOT Highway Design Branch Roadway Design Manual.
4. In areas where downstream impoundments will create a tailwater that backs water up into the pipe system, culverts shall be constructed with O-ring seals in the joints, which may require testing of the system. The Town Engineer shall determine locations of the system testing.
5. **Storm Drainage Pressure Testing**

When pipe testing is required, the storm structures shall also be tested as required. Vacuum testing may be used as outlined in ASTM C1244. Exfiltration tests may also be performed as follows:

- a. Plug the inlet and outlet and fill the manhole with water to within 6" of the top of the manhole.
 - b. Allow the water to stabilize for 1/2 hr and refill the manhole to the original elevation.
 - c. Mark the initial depth of water, and after 1 hr record the drop in the water level in the manhole.
 - d. The maximum allowable drop in vertical water height in the manhole shall be 1/4" for all diameter sizes of manholes. If the water level in the manhole drops below the allowable drop amount, the Contractor shall repair the leak and retest.
6. Storm drainage piping shall be placed in a straight alignment at uniform grade. No changes in alignment shall be allowed except at catch basins, manholes, or other junctions that provide appropriate clean out access. The maximum length between access points is 400'.
 7. The interior surfaces of all storm drainage structures shall be pointed up and smoothed to an acceptable standard using mortar mixed to manufacturer's specifications.
 8. All pipes in storm drain structures shall be flush with the inside wall. The floor of all storm drain structures shall be filled with concrete to an elevation flush with the downstream invert.
 9. All storm drain structures over 3'-0" in height must have steps in accordance with standard details set forth in NCDOT Standard Specifications for Roads and Structures.
 10. Catch basins with frame, grates and hoods installed in curb and gutter sections less than 2'-6" wide shall offset the frame, grate and hood to the back of the structure to maintain a consistent width of roadway.

11. Frames, grates and hoods shall not be offset from the catch basin more than 4", front to back.
12. Density tests shall be required on trench backfill at a frequency established in Chapter 2 of the Town Engineering and Construction Standards.
13. Precast waffle boxes may not be used in areas with traffic bearing loads. Pipe shall enter precast waffle boxes in the area provided for knock outs, the corner or supporting wall section of a waffle box shall not be cut.
14. All graded creek banks and slopes shall be at a maximum 2:1 and not to exceed 10' without terracing, otherwise the slopes shall be designed by a Professional Geotechnical Engineer and approved by the Town Engineer on a case by case basis.
15. Acceptance of the storm requires: 2 videos (the 1st video is prior to the first proof roll, the 2nd video is after the installation of dry utilities, but prior to acceptance of the streets); as-built drawings; and certification by the design engineer using the Certification Form in Appendix A.

END OF SECTION

B. STANDARDS FOR STORM DRAINAGE & DETENTION DESIGN

1. All storm drainage design shall conform to the standards and specifications as provided herein and the UDO. The more restrictive of any standards that conflict, shall apply.
2. Site grading shall not increase the flow rate of runoff onto downstream properties.
3. **Storm Drainage Design**
 - a. Minimum pipe size is 15" to an inlet and 18" for open cross pipe culverts.
 - b. Storm system pipes and swales shall be designed for non-pressure conditions using the rational method for the 10-yr storm event.
 - c. Cross-drainage storm sewers shall be designed using the rational method for a 25-yr storm event.
 - d. Minimum pipe slope is 0.5% or that which produces a velocity of 2.5 fps when flowing full.
 - e. Maximum pipe slope is 10% unless special anchoring is provided.
 - f. Maximum pipe velocities shall not exceed 20 fps.
 - g. Maximum discharge velocities at pipe outlets is 10 fps.
 - h. Maximum headwater HW/D \leq 1.2.
 - i. Minimum freeboard:
 - i. 12" for pipes \leq 3'.
 - ii. 18" for pipes $>$ 3'.
 - iii. 6" at yard inlets.
 - j. Driveway pipes for subdivisions shall be sized for the 10 year storm. The pipe sizes shall be labeled on the plans and final plat.
 - k. Storm pipes installed outside of the ROW shall be provided with a dedicated private easement meeting the minimum dimensions in Table 3-1.

TABLE 3-1: STORM PIPE EASEMENT DIMENSIONS

STORM PIPE									
Pipe Inner Diameter (in)	Wall Thickness (in)	Pipe Outer Diameter (ft)	Min. Bottom Width (ft)	Max. depth to bottom of pipe @ Esmt Width (ft.)					
				20'	25'	30'	35'	40'	50'
15	2.25	1.63	3.63	8.19	10.69	13.19	15.69	18.19	20.91
18	2.50	1.92	3.92	8.04	10.54	13.04	15.54	18.04	20.98
24	3.00	2.50	4.50	7.75	10.25	12.75	15.25	17.75	21.13
30	3.50	3.08	5.08	7.46	9.96	12.46	14.96	17.46	21.27
36	4.00	3.67	5.67	7.17	9.67	12.17	14.67	17.17	21.42
42	4.50	4.25	6.25	6.88	9.38	11.88	14.38	16.88	21.56
48	5.00	4.83	6.83	6.58	9.08	11.58	14.08	16.58	21.71
54	6.25	5.54	7.54	6.23	8.73	11.23	13.73	16.23	21.89
60	6.75	6.13	8.13	5.94	8.44	10.94	13.44	15.94	22.03
66	7.25	6.71	8.71	5.65	8.15	10.65	13.15	15.65	22.18
72	7.00	7.17	9.17	5.42	7.92	10.42	12.92	15.42	22.29

* - Depth beyond those shown on this chart shall require additional easement width to the nearest 5' increment.

4. Inlet Design

- a. Inlets shall be designed in accordance with the NCDOT Guidelines for Drainage Studies and Hydraulics.
- b. Inlet placement will be determined using Table 3-2 but shall not exceed a maximum 400' spacing.
- c. Bypass shall be limited to less than 0.10-cubic feet per second (cfs) into an intersection.
- d. Sag points shall be designed with a 50% clogging factor and shall be a minimum of a double catch basin.

TABLE 3-2: DESIGN FREQUENCY AND SPREAD CRITERIA FOR INLET PLACEMENT

Roadway Classification	Design speed (on grade) or Sag (low point) ¹	Design Frequency (yr)	Intensity (in/hr)	Allowable Spread (ft)
Arterials	≤ 45 mph	10	4	Shoulder ¹ + 3
	> 45 mph	10	4	Shoulder ¹
	Sag (low point) ²	50	4	Shoulder ¹ + 3
Collectors, Sub-Collector, and Local Streets	≤ 45 mph	10	4	½ travel lane
	> 45 mph	10	4	Shoulder ¹
	Sag (low point) ²	25	4	½ travel lane

1. Applies to shoulder width 6 ft or greater; for narrower shoulder widths, design spread should not exceed 6 ft.
2. Sag (low point) criteria is applicable where there is no overland relief.

5. Site Stormwater Design

- a. In accordance with UDO 4.14 Drainage, Erosion Control, Stormwater Management, the post-development runoff rate shall be equal to or less than the pre-development rate from the design storm or a ten (10) year storm event.
- b. Detention facilities shall be designed, in accordance with the most recent NCDEQ guidance, to maintain the pre-developed runoff rate for 1-yr & 10-yr, 24-hr storm events.
- c. Emergency spillways shall accommodate the 100-yr, 24-hr storm event with a minimum of 6” freeboard.

END OF SECTION

C. REINFORCED CONCRETE PIPE

1. All concrete shall meet the minimum specifications set forth in Section 1032 of the NCDOT Standard Specifications for Roads and Structures.
2. Concrete pipe used within the street right-of-way shall be a minimum of Class III Reinforced Concrete Pipe, with a minimum diameter of 15” (18” minimum on cross drain culverts within the ETJ and open-ended culverts under a road). Installation of Class IV or higher concrete pipe shall be identified on the As-Built Plan and the Town inspector shall be given documentation and notification of this information prior to construction.
3. Use flexible plastic joint material except when material of another type is specified in the contract documents. Joint material of another type may be used when permitted.
4. RCP < 42” in diameter, NCDOT Section 300 shall be used for installation.
5. RCP ≥ 42” in diameter:

- a. Wrap filtration geotextile fabric around all pipe joints. Extend geotextile at least 12" beyond each side of the joint. Secure geotextile against the outside of the pipe by methods approved by the Engineer.
 - b. #57 stone shall be used as bedding. Bedding shall consist of a minimum of 7" in depth under the pipe, continuing up to the spring line of the pipe.
6. ASTM C969 and ASTM C1103 are acceptable methods of testing concrete pipe when testing is required by the Town Engineer.

END OF SECTION

D. POLYPROPYLENE PROFILE WALL PIPE

1. The Town Engineer may approve the use of Polypropylene Profile Wall Pipe for use outside the right-of-way.
2. Polypropylene Profile Wall 15" – 60" dual wall pipe shall have a smooth interior and annular exterior corrugations; 30" – 60" triple wall pipe shall have smooth interior and exterior surfaces with the exterior having minor annular corrugations.
3. Polypropylene Profile Wall pipe of the sizes shown or specified shall conform to:
 - a. ASTM F2736 Standard Specification for 6" - 30" Polypropylene (PP) Corrugated Single Wall Pipe and Double Wall Pipe
 - b. ASTM F2764 Standard Specification for 30" - 60" Polypropylene (PP) Triple Wall Pipe and Fittings for Non-Pressure Sanitary Sewer Applications
4. Submittals shall include:
 - a. Manufacturer's product information including details of installation, joints and pipe/manhole connections; properties and strengths of pipes; and instructions on storage, handling, transporting and installation.
 - b. Pipe design load calculations (suggested if deep burial is an issue).
 - c. Factory test reports.
5. Pipe shall be joined with a gasketed integral bell and spigot joint meeting the requirements of ASTM F2736.
6. Pipe diameters 15" - 60" shall be watertight according to the requirements of ASTM D3212, with the addition of a 15-psi requirement. Spigot shall have 2 gaskets meeting the requirements of ASTM F477. Gaskets shall be installed by the pipe manufacturer and covered with a removable, protective wrap to ensure the gaskets are free from debris. A joint lubricant available from the manufacturer shall be used on the gasket and bell during assembly.
7. 15" - 60" diameters shall have a reinforced bell with a polymer composite band installed by the manufacturer.
8. Damaged pipe will be rejected and shall be replaced at the Contractor's expense. Pipe and specials stored prior to use shall be stored in such a manner as to keep the interior free from dirt and foreign matter.

9. Fittings shall not be allowed. Any change in direction and/or additional pipes shall have a catch basin, manhole or junction box installed at the necessary location.
10. Polypropylene pipe shall be installed within 6 months of delivery to project site unless written approval is granted from the manufacturer and approved by the Town Engineer. Approval of an extension in storage time must be requested in writing and accompanied by inspection within 2 weeks prior to installation by an authorized representative of the manufacturer.
11. Long-term above ground storage of polypropylene pipe and fittings shall conform to the following procedure:
 - a. Pipe shall be stored on flat timber supports to facilitate placement and removal of lifting slings around pipe. All pipes shall be chocked to prevent rolling in high winds.
 - b. If stacked, minimum 3" wide timber supports shall be used and placed at the quarter points with chocks. Pipe shall not be stacked higher than 10' above the ground.
 - c. Pipe and Fitting laydown should be relatively flat and free of other potentially damaging debris. Laydown area should have proper drainage. At no time, shall any portion of pipe or fittings be stored in standing water for more than 24 hrs.
12. Pipe shall be handled using textile slings or other means recommended by manufacturer. Chains and cables in direct contact shall not be allowed.

13. Installation

- a. Shall be in accordance with NCDOT Specifications, Section 300, and ASTM D2321 and manufacturer recommended installation guidelines.
- b. Minimum cover in traffic areas for ≤ 48" shall be 1'
- c. Minimum cover in traffic areas for ≥ 60" shall be 2'.
- d. Maximum cover for polypropylene pipe shall be per Table 3-3.

TABLE 3-3: MAXIMUM COVER FOR POLYPROPYLENE PIPE

Diameter	Class 1	Class 2			Class 3		Class 4
	Compacted	95%	90%	85%	95%	90%	95%
15"	42	29	21	10	22	12	11
18"	36	25	18	9	19	12	11
24"	31	22	16	7	16	11	10
30"	33	23	17	9	17	11	10
36"	32	22	16	7	16	11	10
42"	32	22	15	7	16	11	10
48"	31	21	15	6	15	10	9
60"	34	23	16	6	16	11	10

- e. Backfill material for minimum cover situations shall consist of:
 - i. Class 1.
 - ii. Class 2 95-85% SPD.

iii. Class 3 95-90%.

iv. Class 4 95%.

14. Jointing:

- f. Clean ends of pipe and coupling components.
- g. Apply joint lubricant to pipe ends and elastomeric seals of coupling. Use only lubricants approved by the pipe manufacturer.
- h. Use suitable equipment and end protection to push or pull the pipes together.
- i. Do not exceed forces recommended by the manufacturer for coupling pipe.
- j. Join pipes in straight alignment. Do not allow any deflection angle or pipe misalignment to exceed the maximum permitted by the manufacturer.

15. Backfill

- a. Use non-cohesive materials include gravels, gravel-sand mixtures, sands, and gravelly sands.
- b. Accomplish immediately after the pipe is laid.
- c. The fill around the pipe shall be placed in layers not to exceed 8".
- d. Compacted to 95% of the maximum density with the AASHTO T 99 Modified Proctor Test.
- e. A density of 100% AASHTO T 99 Modified Proctor is required for the top 8".

16. Testing Polypropylene Profile Wall Pipe

- a. Water tightness test (if required by the Town Engineer) may be accomplished in accordance with ASTM F1417 or ASTM F2487.
- b. Deflection shall be checked using a mandrel no sooner than 30 days after installation of the final backfill. The mandrel size shall not be more than 5% of the inside diameter of the pipe, see Appendix A for dimensions of mandrel.

17. Provide properly trained manufacturer's service technician employed by the manufacturer to ensure proper installation of Polypropylene Profile Wall Pipe.

END OF SECTION

E. CORRUGATED ALUMINIZED METAL PIPE (SPECIAL DESIGN)

- 1. Corrugated Aluminized Steel Type 2 pipe, Corrugated Aluminum Alloy Structural Plate pipe, or Corrugated Aluminum Alloy Structural pipe arches may be used in special locations for culverts ≥ 60 " in diameter with approval by the Town Engineer. Type 1A Corrugated Metal Pipe shall not be allowed. The metal pipe shall be a minimum of 14-gauge metal. All pipe must be supplied by NCDOT approved manufacturers.

2. Bedding, installation and backfill of CAMP piping shall follow NCDOT specifications for flexible pipe in Section 300.
3. The minimum cover for CAMP piping shall follow NCDOT specifications and manufacturer recommended specifications, whichever is the more restrictive.
4. Corrugated aluminum alloy culvert pipe shall meet AASHTO M 196, except that Type IA pipe will not be permitted.
5. When a pipe is proposed to be installed in a stream with high velocity (>15 fps) runoff and with heavy bed load (especially angular rocks with sharp corners), the design and pipe gage must be evaluated for abrasion.
6. The soil water environment shall have a pH range between 4.0 to 9.0 and a resistivity of 500 ohm-cm or greater.
7. Galvanized steel, asphalt coated, and polymer coated pipe shall not be permitted.

END OF SECTION

F. SPECIAL STRUCTURES

1. Bridges, arch culverts, retaining walls, box culverts bottomless culverts, large headwalls, etc. shall be reviewed on a case by case basis depending on the intended use and environmental impacts associated with the project. The Town Engineer shall set forth guidelines for the design of Special Structures.
2. All Special Structures shall be designed by a licensed professional with credentials to support the intended design and work.
3. All Special Structures shall follow the specifications, certifications and approval processes associated with Federal, State, and Local agencies, along with the requirements of this manual.

END OF SECTION

CHAPTER 4 WATER DISTRIBUTION SYSTEM

FOR FUTURE USE

CHAPTER 5 SEWER COLLECTION SYSTEM

FOR FUTURE USE

CHAPTER 6 CONSTRUCTION DRAWINGS CHECKLIST

Instructions: All Construction Plan submissions shall at a **minimum** contain the requirements stated within. Any construction plan submissions with missing or incomplete information may be rejected and not reviewed until all necessary information has been provided. It should be noted that not all items contained within will necessarily be required for every project. **This list is intended to give general guidelines only and is not to be considered all-inclusive. Checklist may change; website should be checked to insure most current version is being used.**

The Engineer shall place a check mark in one of the boxes (as appropriate) on each item:

provided or **(N/A)** not applicable

Note: The following checklist is provided to assist the design engineer in developing a complete plan set to expedite our review process. Compliance with the checklist in no way is meant to relieve the design professional of his or her responsibility for project design. All construction plans submitted for review are to include a copy of this checklist signed by a NC registered Professional Engineer and/or Architect. Project submittals without a completed checklist will not be reviewed. Forms are available at: www.southernpines.net

PROJECT NAME: _____

ENGINEER: _____ ENGINEERING COMPANY: _____

COMPANY ADDRESS: _____

COMPANY PHONE: _____ EMAIL: _____

PROJECT PROPERTY OWNER: _____ EMAIL: _____

PROJECT ADDRESS/LOCATION _____

DATE SUBMITTED: ____ / ____ / ____

The Following Are the Minimum Plan Sheets to be Provided

		Applicant	
		Provided	N/A
1	Title/Cover Sheet	<input type="checkbox"/>	<input type="checkbox"/>
2	Existing Conditions\Demolition Plan	<input type="checkbox"/>	<input type="checkbox"/>
3	Overall Site Plan	<input type="checkbox"/>	<input type="checkbox"/>
4	Road Plan & Profile	<input type="checkbox"/>	<input type="checkbox"/>
5	Strom Drainage Layout Sheet	<input type="checkbox"/>	<input type="checkbox"/>
6	Storm Drain Plan and Profile(s)	<input type="checkbox"/>	<input type="checkbox"/>
7	Drainage Area map	<input type="checkbox"/>	<input type="checkbox"/>
8	Grading and Erosion Control Plan(s).	<input type="checkbox"/>	<input type="checkbox"/>
9	Utility Layout Sheet.	<input type="checkbox"/>	<input type="checkbox"/>
10	Water Plan & Profile	<input type="checkbox"/>	<input type="checkbox"/>
11	Sewer Plan & Profiles	<input type="checkbox"/>	<input type="checkbox"/>
12	Landscaping Plans	<input type="checkbox"/>	<input type="checkbox"/>
13	Details	<input type="checkbox"/>	<input type="checkbox"/>

A. General Plan Requirements

	Provided	N/A
1 Download latest Town Cover Sheet Requirements from: https://nc-southernpines2.civicplus.com/501/7447/Requirements?activeLiveTab=widgets	<input type="checkbox"/>	<input type="checkbox"/>
2 Each page is signed, sealed and dated by a NC Registered Professional Engineer and/or Architect.	<input type="checkbox"/>	<input type="checkbox"/>
3 All drawings in a set of construction plans are the same size sheet, 36 in. wide by 24 in. high. See folding instructions town stamp-final approval.dwg	<input type="checkbox"/>	<input type="checkbox"/>
4 North arrow with horizontal and vertical datum provided on each plan sheet.	<input type="checkbox"/>	<input type="checkbox"/>
5 Plans and Profiles contain sufficient vertical and horizontal references and information to allow stakeout and construction of proposed work by reference to the plans alone.	<input type="checkbox"/>	<input type="checkbox"/>
6 Plans have a horizontal scale not less than 1in. = 50ft. and a vertical scale of 1in. = 5ft. or to a scale clearly marked.	<input type="checkbox"/>	<input type="checkbox"/>
7 Profiles are located under the corresponding plans on the same sheet.	<input type="checkbox"/>	<input type="checkbox"/>
8 Profiles for all water and sewer mains are shown. (include all utility crossings)	<input type="checkbox"/>	<input type="checkbox"/>
9 Stationing is shown on plans. Stationing on plans should increase from left to right across the drawing. (Road centerline stationing can be used when water/sewer lines are located in/along roads).	<input type="checkbox"/>	<input type="checkbox"/>
10 All public right-of-ways and easements are shown and dimensioned.	<input type="checkbox"/>	<input type="checkbox"/>
11 All lot lines, setback and buffers are clearly shown.	<input type="checkbox"/>	<input type="checkbox"/>
12 All specifications, design data and calculations, are provided on an 8 ½ x 11 in. sheet, bound in a folder suitable for filing, and labeled for identification by the title.	<input type="checkbox"/>	<input type="checkbox"/>
13 Woodpecker and Environmental Impact Study included, if applicable.	<input type="checkbox"/>	<input type="checkbox"/>
14 Turn around area provided for emergency and maintenance vehicles, where required.	<input type="checkbox"/>	<input type="checkbox"/>
15 Grading in buffer and setbacks areas must be approved by Planning Department (692-4003)	<input type="checkbox"/>	<input type="checkbox"/>
16 Plans shall be folded to approximately 8.5" x 11" in size with the project title showing in the lower right hand corner and the Town Approval Stamp in upper right corner.	<input type="checkbox"/>	<input type="checkbox"/>
17 A .pdf copy of all plan and calculation submittals shall be provided for all submittals.	<input type="checkbox"/>	<input type="checkbox"/>
18 Upon approval of construction drawings (3) full size sets and one 1/2 size set of plans shall be submitted to the town for signature. A pdf version of the final signed plans, calculations and required documentation shall also be submitted prior to any permits being issued.	<input type="checkbox"/>	<input type="checkbox"/>

B. Title Sheet/Overall Site plan

	Provided	N/A
1 Vicinity Map minimum scale 1 in. = 2000 ft., with clearly labeled intersecting roadway names major streams, towns, north arrow, etc. and the site location. Shade site to be constructed.	<input type="checkbox"/>	<input type="checkbox"/>
2 Site Plan shows overall subdivision/site layout to scale, section limits, phases, right-of-ways, adjacent subdivisions, property owners, existing and proposed street names, and at least two (2) permanent bench mark locations and descriptions. The section to be constructed is clearly labeled	<input type="checkbox"/>	<input type="checkbox"/>
3 Provide an Index map with match lines for multiple sheets for all plans as needed.	<input type="checkbox"/>	<input type="checkbox"/>
4 Title Information – Development/site name, type of plan, section number, and phase is provided.	<input type="checkbox"/>	<input type="checkbox"/>
5 A legend is provided of the specific graphic special symbols applicable to the project. Standard symbols are used to the fullest extent possible.	<input type="checkbox"/>	<input type="checkbox"/>
6 List of abbreviations applicable to the project is provided.	<input type="checkbox"/>	<input type="checkbox"/>
7 Revision block includes the date and reference of each revision.	<input type="checkbox"/>	<input type="checkbox"/>
8 Sheet index is provided.	<input type="checkbox"/>	<input type="checkbox"/>
9 Provide Site Data table as shown in Town Title Block	<input type="checkbox"/>	<input type="checkbox"/>
10 Table showing public and private improvement quantities for water, sewer, streets, sidewalk, curb & gutter. Contact PW to obtain .dwg format	<input type="checkbox"/>	<input type="checkbox"/>
11 Water Application Summary table as shown as shown in Town Title Block	<input type="checkbox"/>	<input type="checkbox"/>
12 Sewer Application Summary table as shown as shown in Town Title Block	<input type="checkbox"/>	<input type="checkbox"/>
13 Provide Traffic Data Table as shown as shown in Town Title Block	<input type="checkbox"/>	<input type="checkbox"/>
Provide Watershed Data Table as shown in Town Title Block	<input type="checkbox"/>	<input type="checkbox"/>
14 Town standard notes as shown in Town Title Block	<input type="checkbox"/>	<input type="checkbox"/>
15 Town approval signature blocks (upper right corner)	<input type="checkbox"/>	<input type="checkbox"/>
16 Indicate 100 yr flood plain (reference FEMA panel #, date) or make reference that site is not located w/in 100 yr flood plain	<input type="checkbox"/>	<input type="checkbox"/>

C. Existing Conditions/Demolition

		Provided	N/A
1	Provide note requiring contractor to contact the NC One-Call Center prior to any construction activity.	<input type="checkbox"/>	<input type="checkbox"/>
2	Trees to be removed shown and clearly labeled. Trees being removed within Town rights of way require Tree Removal Permit. Contact the B&G superintendent at 910-692-1983	<input type="checkbox"/>	<input type="checkbox"/>
3	Tree protection fence shown around trees to remain	<input type="checkbox"/>	<input type="checkbox"/>
4	Show and label all topography with a maximum of two-foot contour intervals for the development.	<input type="checkbox"/>	<input type="checkbox"/>
5	Show all water lines, sanitary sewer lines, services, cleanouts, valves, hydrants within 500', water meters vaults, backflow preventers, storm sewer systems, catch basins, headwall, junction boxes and other structures, ditches and swale, all other utilities, buildings, parking, mail boxes, etc.	<input type="checkbox"/>	<input type="checkbox"/>
6	Clearly label any structures, utilities etc to be removed	<input type="checkbox"/>	<input type="checkbox"/>
7	Flood plain boundaries (100 yr, 500 yr)	<input type="checkbox"/>	<input type="checkbox"/>
8	Horizontal and vertical control references are specified (State plane, U.S. Coast & Geodetic Surveys, etc.). Hydrants and manholes are not acceptable control.	<input type="checkbox"/>	<input type="checkbox"/>
9	Source of the topography used for the preparation of the plans is provided.	<input type="checkbox"/>	<input type="checkbox"/>
10	Show and label all buffers, overlay district, easements etc, as defined by planning and zoning	<input type="checkbox"/>	<input type="checkbox"/>
11	Adjacent property owner information	<input type="checkbox"/>	<input type="checkbox"/>

C. General Water/Sewer and Utility Layout Requirements

	Provided	N/A
Utility Layout Sheet		
1 The utility layout sheet shall be produced with a horizontal scale of 1"=100' or larger (i.e., 1"= 50') to indicate the new layout/extension and the relationship to other proposed or existing utilities, roadways, and other pertinent structures	<input type="checkbox"/>	<input type="checkbox"/>
2 Legend of sanitary sewer, water, and other utilities, structures; either proposed or existing.	<input type="checkbox"/>	<input type="checkbox"/>
3 Construction Notes	<input type="checkbox"/>	<input type="checkbox"/>
4 Overall plan of the water and/or sewer extension layout, indexed to sheet numbers	<input type="checkbox"/>	<input type="checkbox"/>
5 Existing utilities to include water and/or sewer labeled with size and material type, if known.	<input type="checkbox"/>	<input type="checkbox"/>
6 "Composite" of all information contained in the plan view of the individual plan/profile sheets.	<input type="checkbox"/>	<input type="checkbox"/>
Sewer Permitting		
7 NCDENR fast track sewer application http://ncdenr.gov/web/wq/swp/ps/cs/ext	<input type="checkbox"/>	<input type="checkbox"/>
8 Flow acceptance letter from Moore County	<input type="checkbox"/>	<input type="checkbox"/>
9 Analysis of receiving gravity sewer, lift station, force main etc.	<input type="checkbox"/>	<input type="checkbox"/>
10 Confirm proposed gravity laterals meet 15A NCAC 02T .0305 when crossing water mains	<input type="checkbox"/>	<input type="checkbox"/>
11 Provide calculations showing sewer is designed to carry the total peak tributary flow at 1/2 of full depth (50% capacity) for 16" and smaller pipes. Include all calculations and assumptions used to show design meets NCDENR design standards for gravity sewer.	<input type="checkbox"/>	<input type="checkbox"/>
12 Min. flow velocity under design conditions shall be at least 2.5 feet per second. Max velocity shall not be greater than 10 fps.	<input type="checkbox"/>	<input type="checkbox"/>
13 Collecting sewers are a minimum of 8 inches in diameter and are designed to carry present and projected future flows for natural drainage basin. Provide calculations	<input type="checkbox"/>	<input type="checkbox"/>
Water Permitting		
14 NCDENR –Public Water Supply Section water extension application	<input type="checkbox"/>	<input type="checkbox"/>
15 Engineers Report (Report shall include requirements listed in items 12,13,15 above)	<input type="checkbox"/>	<input type="checkbox"/>
16 Application for Water-Sewer New Installation of Service Service Application submitted	<input type="checkbox"/>	<input type="checkbox"/>
17 System demand shall include: fire flow, peak domestic demand, sprinkler demand, and any other flow demand on the system.	<input type="checkbox"/>	<input type="checkbox"/>
18 The following water main data and design calculations are enclosed: average day, maximum day, and peak hour demands, fire flow requirements (ISO calculations, future requirements, probable pressures, losses, and computations for determining pipe sizes. Provide a written report summarizing the water design calculations, include junction/pipe node report and diagram clearly indicating each node and pipe, summary table showing each hydrant is capable of providing required flow, and indicate all assumptions and methods used for design.	<input type="checkbox"/>	<input type="checkbox"/>
19 Mains sized to provide a minimum system pressure of 20 psi at all points of the system during fire flow conditions with peak system demands and 40 psi at average daily demand conditions.	<input type="checkbox"/>	<input type="checkbox"/>
20 Fire sprinkler design and calculation as required by the Fire Marshal.	<input type="checkbox"/>	<input type="checkbox"/>

F. Gravity Sewers Plan and Profile Requirements

		Provided	N/A
1	Proposed and existing water utilities are accurately and clearly shown on the plan and profiles using standard symbols and proposed utilities are accentuated by bold, heavy line weight to distinguish it from other utilities.	<input type="checkbox"/>	<input type="checkbox"/>
2	Pipe sizes and material type is shown on plans (SDR 35 or D.I.P.)	<input type="checkbox"/>	<input type="checkbox"/>
3	All sewer main crossings with other utilities are properly shown and called-out (include material) with minimum clearance dimensioned. Minimum vertical clearance of 24-inches from other utilities and/or storm drains is shown.	<input type="checkbox"/>	<input type="checkbox"/>
4	Manhole number, depth, inverts, pipe slope, length and material, flow angles between main lines and manholes	<input type="checkbox"/>	<input type="checkbox"/>
5	Call-out locations (sta #) are provided for manholes, clean-outs, connections, etc.	<input type="checkbox"/>	<input type="checkbox"/>
6	Gravity sewer is placed at a minimum of 0.5% grade and a maximum of 10%. (Grades greater than 10% may be approved on a case-by-case basis only.)	<input type="checkbox"/>	<input type="checkbox"/>
7	Minimum cover on gravity sewer is 3 ft from the top of pipe to finished grade.	<input type="checkbox"/>	<input type="checkbox"/>
8	A 4 in. water tight clean-out is provided at the Right of Way or easement for each sewer service connection. A road bearing clean-out is provided in areas of vehicular traffic.	<input type="checkbox"/>	<input type="checkbox"/>
9	50 ft maximum clean-out spacing on 4 inch service line. 6 inch service lines may have clean outs spaced at 75 feet intervals.	<input type="checkbox"/>	<input type="checkbox"/>
10	A terminal manhole is provided at the end of each line.	<input type="checkbox"/>	<input type="checkbox"/>
11	Show flow deflection angle at all manholes (max deflection angle per manhole = 90 degrees for 8"-10" pipe diameter)	<input type="checkbox"/>	<input type="checkbox"/>
12	Pipes greater than 6" must tie into a manhole.	<input type="checkbox"/>	<input type="checkbox"/>
13	All terminal reaches of sewer shall have a minimum slope of 1% .	<input type="checkbox"/>	<input type="checkbox"/>
14	Maximum distance between manholes is 400 feet or less	<input type="checkbox"/>	<input type="checkbox"/>
15	No service connections within the cone section of the manhole	<input type="checkbox"/>	<input type="checkbox"/>
16	Pipe diameter and or material changes must occur at manholes.	<input type="checkbox"/>	<input type="checkbox"/>
17	Pipe crowns matched with minimum drop of 0.20 feet between the inverts within the manhole.	<input type="checkbox"/>	<input type="checkbox"/>
18	Meets all other design requirements as specified by NCDENR	<input type="checkbox"/>	<input type="checkbox"/>
19	Provide SS Manhole Chart (Chart available in AutoCAD format from PW Dept.)	<input type="checkbox"/>	<input type="checkbox"/>
20	Sewer mains shall be a minimum of 24-inches below water main to prevent conflicts with service laterals and crossings.	<input type="checkbox"/>	<input type="checkbox"/>
21	Manholes out of roadway, pavement or in low lying areas are a minimum of 18-inches above grade.	<input type="checkbox"/>	<input type="checkbox"/>
22	Mains must be 100 feet from any private or public water supply source, including wells, WS-1 waters or Class I or II impounded reservoirs used as a source of drinking water	<input type="checkbox"/>	<input type="checkbox"/>
23	Mains a minimum of 50 feet from any waters classified WS-II, WS-III, B,SA, ORW, HQW or SB (and meet any NCDENR requirements)	<input type="checkbox"/>	<input type="checkbox"/>
24	Sewer mains are 25 feet from private wells	<input type="checkbox"/>	<input type="checkbox"/>
25	Mains shall be deep enough to serve the adjoining property and allow for sufficient slope in lateral lines	<input type="checkbox"/>	<input type="checkbox"/>
26	Add shading to all ductile iron pipe sewer lines in profiles to distinguish from PVC material	<input type="checkbox"/>	<input type="checkbox"/>
27	A minimum 20 ft. utility easement width centered over the main is clearly shown and identified.	<input type="checkbox"/>	<input type="checkbox"/>

H. Water Plan and Profile Requirements

		Provided	N/A
1	Proposed and existing water utilities are accurately and clearly shown on the plan and profiles using standard symbols and proposed utilities are accentuated by bold, heavy line weight to distinguish it from other utilities.	<input type="checkbox"/>	<input type="checkbox"/>
2	Water main sizes and materials (C900 or DIP) are indicated.	<input type="checkbox"/>	<input type="checkbox"/>
3	Call-out locations (sta #) are provided for fire hydrants, meter settings, blow-offs, manholes, clean-outs, tees, bends, valves, reducers, connections, etc.	<input type="checkbox"/>	<input type="checkbox"/>
4	Existing and proposed grade over the mains are indicated on the profile.	<input type="checkbox"/>	<input type="checkbox"/>
5	Minimum of 10ft. of horizontal separation between sanitary sewer and water lines is maintained.	<input type="checkbox"/>	<input type="checkbox"/>
6	Minimum 10ft. horizontal separation from storm drain structures or other utility structures is maintained.	<input type="checkbox"/>	<input type="checkbox"/>
7	Minimum vertical clearance from all crossing utilities is maintained.	<input type="checkbox"/>	<input type="checkbox"/>
8	Main line valves on straight runs between intersection shall be spaced at not less than 600' for 6" lines and 900' for 8" lines	<input type="checkbox"/>	<input type="checkbox"/>
9	All Transitions in pipe material shall have restrained joints.	<input type="checkbox"/>	<input type="checkbox"/>
10	Single water services are provided to each dwelling, business, warehouse or proposed lots, buildings and parcels. Backflow devices shall be installed at approved locations.	<input type="checkbox"/>	<input type="checkbox"/>
11	Fire hydrants spacing shall be approved by Town. The bury depth is provided on the profile.	<input type="checkbox"/>	<input type="checkbox"/>
12	Location of FDC, within 50 feet of fire hydrant	<input type="checkbox"/>	<input type="checkbox"/>
13	Water lines that serve hydrants shall be at least six inch lines, and unless no other practicable alternative is available, no such lines shall be dead-end lines.	<input type="checkbox"/>	<input type="checkbox"/>
14	Minimum of 3 feet clearance around all fire hydrants.	<input type="checkbox"/>	<input type="checkbox"/>
15	Where a water main is in a casing under a roadway or crosses under a stream bed, valves are placed on each side.	<input type="checkbox"/>	<input type="checkbox"/>
16	All valves, tees, bends, fire hydrants, etc. are shown with a symbol and called-out with size, type and	<input type="checkbox"/>	<input type="checkbox"/>
17	No 90 degree bends shown on any water main.	<input type="checkbox"/>	<input type="checkbox"/>
18	Minimum cover of 3-ft. for water mains is maintained as measured from top of pipe to finished grade.	<input type="checkbox"/>	<input type="checkbox"/>
19	Three (3) valves are provided at each water main tee and four (4) valves at each water main cross.	<input type="checkbox"/>	<input type="checkbox"/>
20	All details are provided. Town details shall be used when available	<input type="checkbox"/>	<input type="checkbox"/>
21	Location, make and model of Back flow preventer.	<input type="checkbox"/>	<input type="checkbox"/>
22	Irrigation system must have privately maintained reduced pressure principle backflow prevention installed in accordance with the NC Plumbing Code. RPZ must be installed above ground and within an insulated box.	<input type="checkbox"/>	<input type="checkbox"/>
23	BFP must be installed within 10' of the water meter	<input type="checkbox"/>	<input type="checkbox"/>
24	No service connections are to be made on fire hydrant branches or fire lines.	<input type="checkbox"/>	<input type="checkbox"/>
25	Direct service connection shall be allowed on mains 16" and smaller.	<input type="checkbox"/>	<input type="checkbox"/>
26	Services connections are perpendicular to main.	<input type="checkbox"/>	<input type="checkbox"/>
27	Provide the appropriate backflow prevention notes from the Town Cover Sheet requirements.	<input type="checkbox"/>	<input type="checkbox"/>
28	Provide an above ground enclosure for the RPZ for all commercial, industrial and institutional developments (both domestic and fire lines)	<input type="checkbox"/>	<input type="checkbox"/>

I. Erosion Control Plans

	Provided	N/A
1 General plan requirements as noted above.	<input type="checkbox"/>	<input type="checkbox"/>
2 General Site Features (plan elements)	<input type="checkbox"/>	<input type="checkbox"/>
3 Existing and planned drainage patterns (include OFF-SITE areas that drain through project)	<input type="checkbox"/>	<input type="checkbox"/>
4 Limits of disturbed area (provide acreage total, delineate limits, and label)	<input type="checkbox"/>	<input type="checkbox"/>
5 Existing contours and Existing conditions (buildings, roads etc) including any demo	<input type="checkbox"/>	<input type="checkbox"/>
6 Proposed contours	<input type="checkbox"/>	<input type="checkbox"/>
7 Proposed building and road locations and elevations	<input type="checkbox"/>	<input type="checkbox"/>
8 Land use of surrounding areas.	<input type="checkbox"/>	<input type="checkbox"/>
9 Rock outcrops	<input type="checkbox"/>	<input type="checkbox"/>
10 Seeps or springs	<input type="checkbox"/>	<input type="checkbox"/>
11 Wetland limits	<input type="checkbox"/>	<input type="checkbox"/>
12 Easements	<input type="checkbox"/>	<input type="checkbox"/>
13 Streams, lakes, ponds, drainage ways, dams	<input type="checkbox"/>	<input type="checkbox"/>
14 Stockpiled topsoil or subsoil locations	<input type="checkbox"/>	<input type="checkbox"/>
15 Property lines of total tract	<input type="checkbox"/>	<input type="checkbox"/>
16 Erosion control legend	<input type="checkbox"/>	<input type="checkbox"/>
17 Location of temporary and permanent measures	<input type="checkbox"/>	<input type="checkbox"/>
18 Construction drawings and details for temporary and permanent measure	<input type="checkbox"/>	<input type="checkbox"/>
19 Maintenance requirements during construction	<input type="checkbox"/>	<input type="checkbox"/>
20 Borrow Source or waste destination.	<input type="checkbox"/>	<input type="checkbox"/>
21 Size and location of culverts and sewers	<input type="checkbox"/>	<input type="checkbox"/>
22 Name and classification of receiving water course or name of municipal operator	<input type="checkbox"/>	<input type="checkbox"/>
23 Construction sequence related erosion and sediment control (include critical measures prior to the initiation of the land-disturbing activity & removal of measures after areas they serve and permanently stabilized)	<input type="checkbox"/>	<input type="checkbox"/>
24 Vegetative Stabilization	<input type="checkbox"/>	<input type="checkbox"/>
25 Area and acreage to be vegetatively stabilized	<input type="checkbox"/>	<input type="checkbox"/>
26 Method of soil preparation	<input type="checkbox"/>	<input type="checkbox"/>
27 Seed type and rates (temp. and permanent)	<input type="checkbox"/>	<input type="checkbox"/>
28 Mulch and fertilizer type and rates	<input type="checkbox"/>	<input type="checkbox"/>
29 Watering Requirements	<input type="checkbox"/>	<input type="checkbox"/>
30 Is there flood plain associated with project? State on plan if there is or is not and give elevation and location on plans. (if not state in narrative that it is not required)	<input type="checkbox"/>	<input type="checkbox"/>
31 Add NPDES ground cover requirements to plans	<input type="checkbox"/>	<input type="checkbox"/>

I. Erosion Control Permitting

	Provided	N/A	
1	Financial Responsibility/Ownership Form	<input type="checkbox"/>	<input type="checkbox"/>
2	Review fee See FRO: http://www.southernpines.net/DocumentCenter/Home/View/110	<input type="checkbox"/>	<input type="checkbox"/>
3	Certificate of assumed named, if partnership	<input type="checkbox"/>	<input type="checkbox"/>
4	Name of Registered Agent	<input type="checkbox"/>	<input type="checkbox"/>
5	Copy of the most current Deed for the site	<input type="checkbox"/>	<input type="checkbox"/>
6	Narrative describing the nature and purpose of the construction activity.	<input type="checkbox"/>	<input type="checkbox"/>
7	Color copy of USGS Quadrangle map with site indicated	<input type="checkbox"/>	<input type="checkbox"/>
8	Copy of County Soils map	<input type="checkbox"/>	<input type="checkbox"/>
9	Required Army Corps 404 permit and Water Quality 401 certification (stream disturbances over 150 linear feet) (if not needed state in narrative that it is not required)	<input type="checkbox"/>	<input type="checkbox"/>
10	Soil info: type, special characteristics	<input type="checkbox"/>	<input type="checkbox"/>
11	Design calculation and construction details for culverts and storm sewers	<input type="checkbox"/>	<input type="checkbox"/>
12	Design calculations cross sections, and method of stabilization of existing and planned channels (including temporary linings)	<input type="checkbox"/>	<input type="checkbox"/>
13	Discharge and velocity calculations for open channel and ditch flows	<input type="checkbox"/>	<input type="checkbox"/>
14	Design calculations for peak discharges of runoff (including the construction phase and final runoff coefficients of the site) for each outlet point on the site.	<input type="checkbox"/>	<input type="checkbox"/>
15	Design calculations and construction details of energy dissipaters below culverts and storm sewer outlets (for riprap aprons, include stone sizes and apron dimensions)	<input type="checkbox"/>	<input type="checkbox"/>
16	Design calculations and construction details to control groundwater, i.e. seeps, high water table, etc.	<input type="checkbox"/>	<input type="checkbox"/>
17	Design calcs and dimension of sediment basins and traps. (include pre and post drainage area maps, surface area requirements and volume requirements)	<input type="checkbox"/>	<input type="checkbox"/>
18	Design calcs for other erosion control measures.	<input type="checkbox"/>	<input type="checkbox"/>

J. Streets

		Provided	N/A
	Plans		
1	Street design meets NCDOT and Town minimum requirements for CL grades, cut/fill slopes sight distance etc. based on classification type	<input type="checkbox"/>	<input type="checkbox"/>
2	Define with details typical roadway cross-sections for all proposed public or private streets/alleys. Details should include typical pavement structure, size of curbing, shoulders, sidewalks, pavement widths and right-of-way widths as applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3	Sight distance triangles at intersections and driveways (include any landscaping, signs etc. that may interfere with sight triangles)	<input type="checkbox"/>	<input type="checkbox"/>
4	Label proposed street classification as dictated per Planning Department	<input type="checkbox"/>	<input type="checkbox"/>
5	Dumpster location, size and access (show turning radii)	<input type="checkbox"/>	<input type="checkbox"/>
6	Fire access to all units and/or fire lanes as required-Provide fire truck turning radius sheet.	<input type="checkbox"/>	<input type="checkbox"/>
7	Sidewalk within public right of way	<input type="checkbox"/>	<input type="checkbox"/>
8	Pavement marking and street signage included.	<input type="checkbox"/>	<input type="checkbox"/>
9	Show Center line road data(include data for all fire lanes as well)	<input type="checkbox"/>	<input type="checkbox"/>
10	Heavy Duty Pavement design minimum: per Geotechnical Report or minimum per Town Engineering and Construction Standards	<input type="checkbox"/>	<input type="checkbox"/>
11	Light Duty Pavement design minimum: per Geotechnical Report or minimum 2" SF 9.5 (A or B), 8" Aggregate Base Course	<input type="checkbox"/>	<input type="checkbox"/>
12	Reference State road numbers and street names of connecting roads	<input type="checkbox"/>	<input type="checkbox"/>
13	Provide road profile sheets. May be comined with Storm profiles but not water and sewer profiles.		
14	Label all grades on profiles to demonstrate compliance with Table 2-1 of the Engineering and Construction Standards.	<input type="checkbox"/>	<input type="checkbox"/>
	Submittals		
16	Provide Geotechnical Report for the design of pavement cross sections	<input type="checkbox"/>	<input type="checkbox"/>
17	Traffic study as required See section 4.12 of the current UDO	<input type="checkbox"/>	<input type="checkbox"/>
18	NCDOT right of way encroachment (two party)	<input type="checkbox"/>	<input type="checkbox"/>
19	NCDOT right of way encroachment (three party)- four (4) originals must be provided)	<input type="checkbox"/>	<input type="checkbox"/>
20	NCDOT driveway permit	<input type="checkbox"/>	<input type="checkbox"/>
21	Town of Southern Pines - Construction on Town ROW	<input type="checkbox"/>	<input type="checkbox"/>

K. Stormwater

	Provided	N/A
Plans		
1 Storm drain discharges shall be released to an existing storm collection system or surface water system	<input type="checkbox"/>	<input type="checkbox"/>
2 Label junction boxes, manholes, and inlets with rim and inverts.	<input type="checkbox"/>	<input type="checkbox"/>
3 In no instance shall the load plane of a building or structure come within 5-feet of the outside edge of a storm pipe	<input type="checkbox"/>	<input type="checkbox"/>
4 Minimum pipe size is 15" to an inlet and 18" for open cross pipe culverts.	<input type="checkbox"/>	<input type="checkbox"/>
5 All storm pipes within the Public Right of Way shall be RCP. Private storm pipes shall be per the Town Engineering and Construction Standards	<input type="checkbox"/>	<input type="checkbox"/>
6 Note on plans: All stormwater management facilities shall be maintained by the property owner.	<input type="checkbox"/>	<input type="checkbox"/>
7 Provide stormwater summary results table found in the Town AutoCAD requirements.	<input type="checkbox"/>	<input type="checkbox"/>
8 Provide stormwater drainage schedule table found in the Town AutoCAD requirements.	<input type="checkbox"/>	<input type="checkbox"/>
9 Profiles to include HGL and all water and sewer crossings. O-ring culverts are required for pressurized systems.		
10 Min slope on Storm sewer is 0.50% or slope to obtain 2.5 fps. Max slope is 10% w/o special anchoring	<input type="checkbox"/>	<input type="checkbox"/>
Calculations		
11 Provide a stormwater engineering report including written narrative describing stormwater control method and calculations. Include summary of method used, steps taken and results showing requirements are met.	<input type="checkbox"/>	<input type="checkbox"/>
12 Provide stormwater pipe system calculations for the 10 yr storm. HGL calculations shall follow methods as describe by NCDOT.		
13 Provide culvert calculations. 25yr design storm for any road crossings. Check both inlet & outlet control.	<input type="checkbox"/>	<input type="checkbox"/>
14 Provide drainage area maps.		
15 HGL calculations shall take into account and show all head losses, friction factors and bypass flows. Tailwater conditions must identified.	<input type="checkbox"/>	<input type="checkbox"/>
16 Pre-construction runoff calculations for each outlet from the site (at peak discharge points)	<input type="checkbox"/>	<input type="checkbox"/>
17 Provide calculations for maintaining the pre-development runoff rate.	<input type="checkbox"/>	<input type="checkbox"/>
18 Submittals shall include: full Analysis & Justification for determination of the following pre and post construction: composite C factors, TC , DA (on and off-site) & other date used in the development of the computations.	<input type="checkbox"/>	<input type="checkbox"/>
19 Pre and Post development drainage area maps provided (scale no smaller than 1"=100') (include flow paths, Analysis points and Drainage areas in acres)	<input type="checkbox"/>	<input type="checkbox"/>
20 Provide riprap or approved alternative outlet protection calculations for all storm drain outlets	<input type="checkbox"/>	<input type="checkbox"/>
21 Provide permanent channel design calculations.	<input type="checkbox"/>	<input type="checkbox"/>
22 Provide inlet spread/capture computations	<input type="checkbox"/>	<input type="checkbox"/>
23 All flow rates shall be provided in cfs to the nearest hundredth of a cfs.	<input type="checkbox"/>	<input type="checkbox"/>
24 All bypass flows shall be accounted for in gutter spread calculations	<input type="checkbox"/>	<input type="checkbox"/>
25 All bypasses shall be noted. This note shall include the inlet that it will be directed to.	<input type="checkbox"/>	<input type="checkbox"/>

CHAPTER 7 REFERENCES

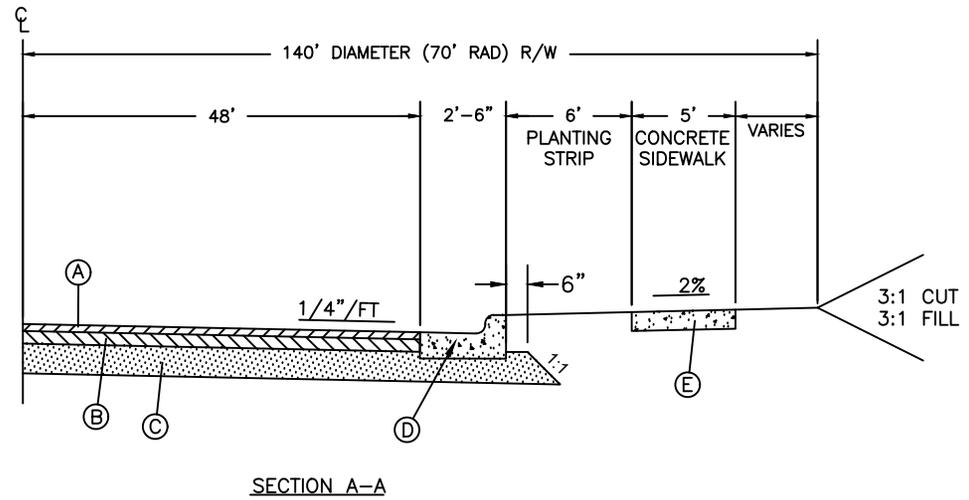
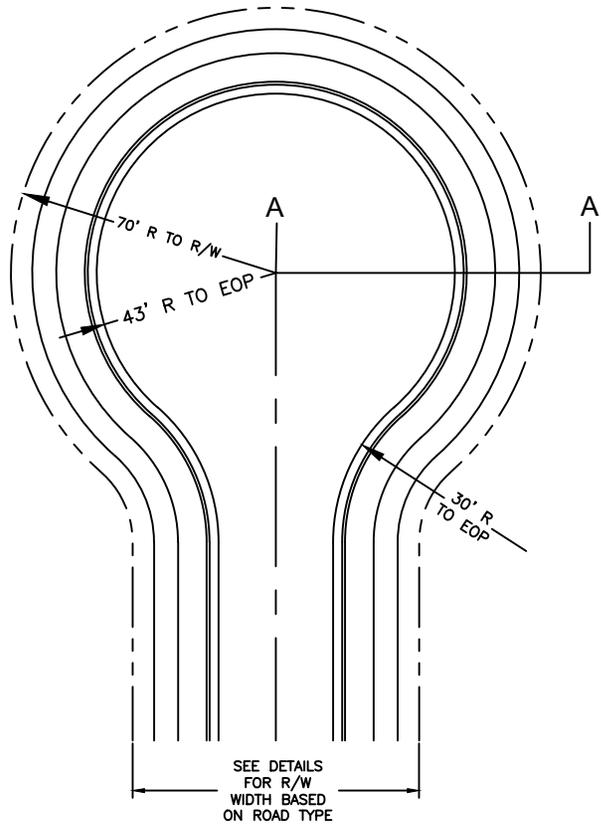
1. American Association of State Highway and Transportation Officials most recent edition, A Policy on Geometric Design of Highways and Streets
2. Contech – CMP Design Guide, 2017
3. Federal Highway Administration, Manual on Uniform Traffic Control Devices (MUTCD)
4. International Fire Code
5. National Association of City Transportation Officials, Urban Bikeway Design Guide
6. National Bridge Inspection Standards – Code of Federal Regulations
7. North Carolina Building Code
8. North Carolina Department of Environmental Quality, Minimum Design Criteria for the Permitting of Pump Stations and Force Mains
9. North Carolina Department of Environmental Quality, Stormwater Control Measures
10. North Carolina Department of Environment and Natural Resources, Erosion and Sediment Control Planning and Design Manual
11. North Carolina Department of Transportation, Asphalt Quality Management System Manual
12. North Carolina Department of Transportation, Complete Streets Planning and Design Guidelines
13. North Carolina Department of Transportation, Greenway Design Guidelines
14. North Carolina Department of Transportation, Policy on Street and Driveway Access
15. North Carolina Department of Transportation, Roadway Design Manual
16. North Carolina Department of Transportation, Roadway Standards Drawings
17. North Carolina Department of Transportation, Standard Specifications for Roads and Structures
18. Raleigh – Capital Area Greenway Planning and Design Guide
19. Raleigh Street Design Manual
20. Roundabouts: An Informational Guide (FHWA Publication No. RD-00-067)

END OF SECTION

CHAPTER 8 STANDARD DRAWINGS

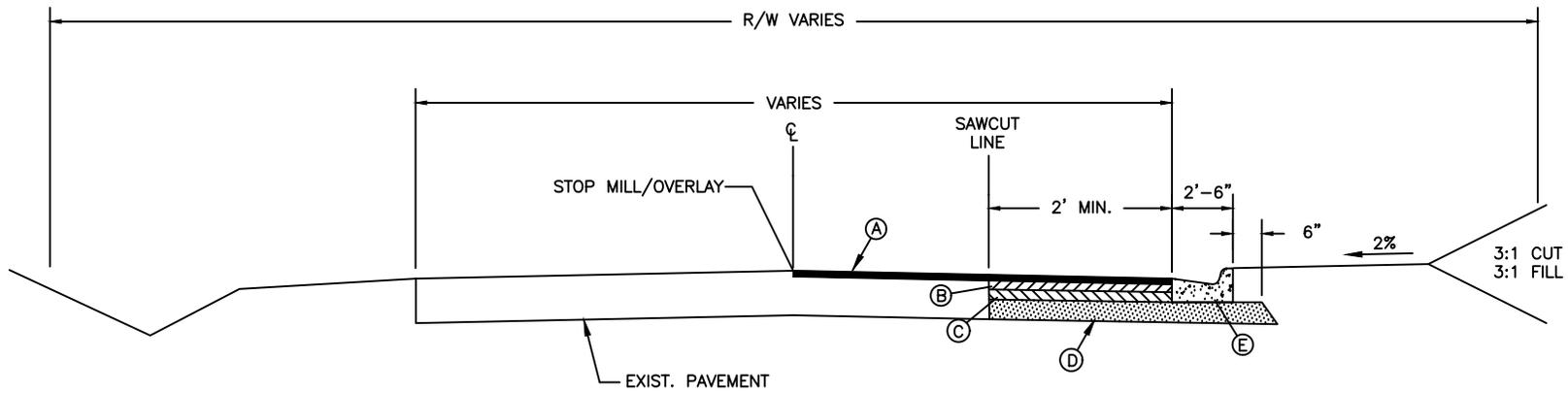
B. DRAWINGS

The Town's Standard Drawings shown are to be used for design and construction for projects in the Town of Southern Pines. For construction activities not shown by the Standard Drawings, NCDOT Standard Drawings shall be used.



PAVEMENT SCHEDULE

- A. 1.5" S9.5a SURFACE COURSE
- B. 2.5" I19.0C INTERMEDIATE COURSE
- C. 8" AGGREGATE BASE COURSE (w/7.5" UNDER CURB)
OR 4" B25.0C BASE COURSE (w/4" UNDER CURB)
- D. 2'-6" CURB & GUTTER
- E. 4" CONCRETE SIDEWALK

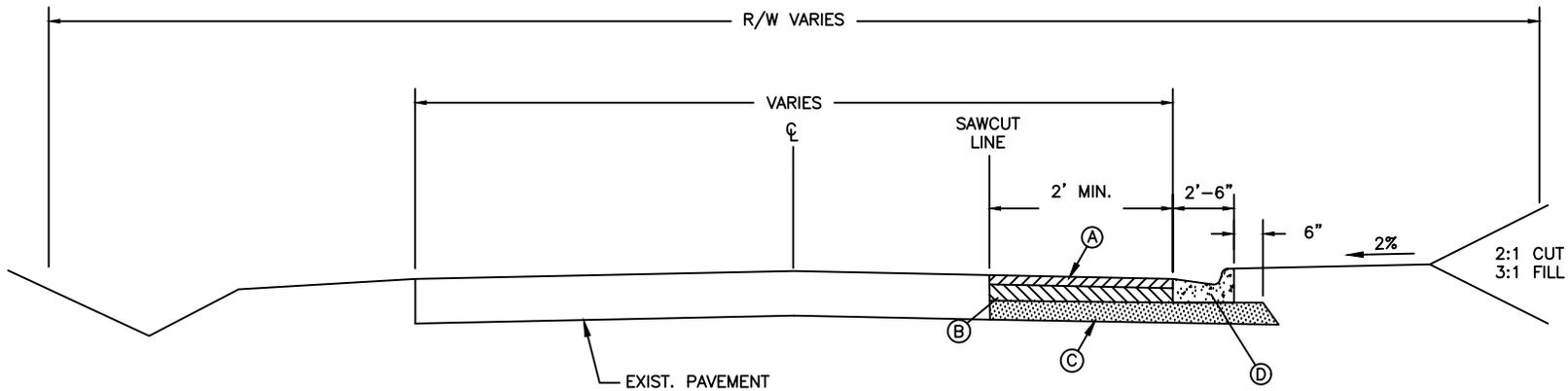


NOTES:

1. SIDEWALK, PLANTING STRIP AND CURB & GUTTER LOCATIONS SHALL BE DETERMINED BY THE APPLICABLE CROSS-SECTION DETAIL
2. ALL WORK TO BE DONE ON EXISTING NCDOT MAINTAINED STREETS SHALL REQUIRE NCDOT ENCROACHMENT/ACCESS APPLICATIONS, SUBMITTED TO THE CITY ENGINEER.
3. SAW CUT LOCATION TO BE DETERMINED IN FIELD.

PAVEMENT SCHEDULE

- A. 1.5" S9.5A OR S9.5B SURFACE COURSE
- B. 1.5" S9.5A OR S9.5B SURFACE COURSE
- C. 4" I19.0C INTERMEDIATE COURSE
- D. 4" B25.0C BASE COURSE
- E. 2'-6" CURB & GUTTER

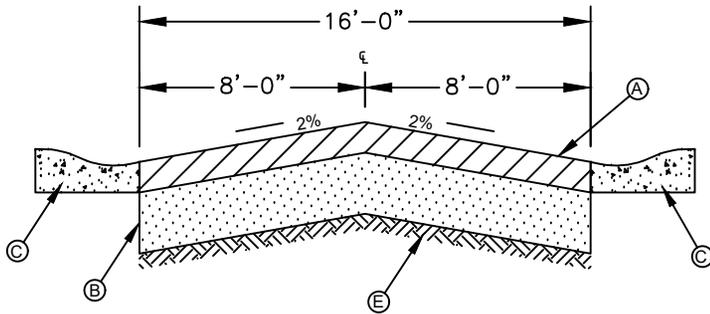


NOTES:

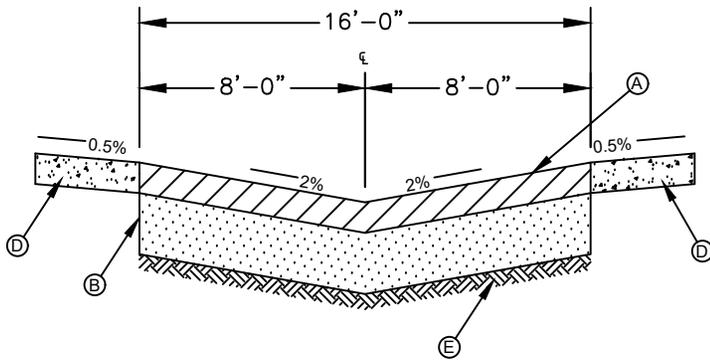
1. SIDEWALK, PLANTING STRIP AND CURB & GUTTER LOCATIONS SHALL BE DETERMINED BY THE APPLICABLE CROSS-SECTION DETAIL
2. ALL WORK TO BE DONE ON EXISTING NCDOT MAINTAINED STREETS SHALL REQUIRE NCDOT ENCROACHMENT/ACCESS APPLICATIONS, SUBMITTED TO THE CITY ENGINEER.
3. SAW CUT LOCATION TO BE DETERMINED IN FIELD.

PAVEMENT SCHEDULE

- A. 3" S9.5A OR S9.5B SURFACE COURSE (PLACED IN 2-1.5" LIFTS)
- B. 4" 119.0C INTERMEDIATE COURSE
- C. 4" B25.0C BASE COURSE
- D. 2'-6" CURB & GUTTER



ALLEY WITH NORMAL CROWN



ALLEY WITH INVERSE CROWN

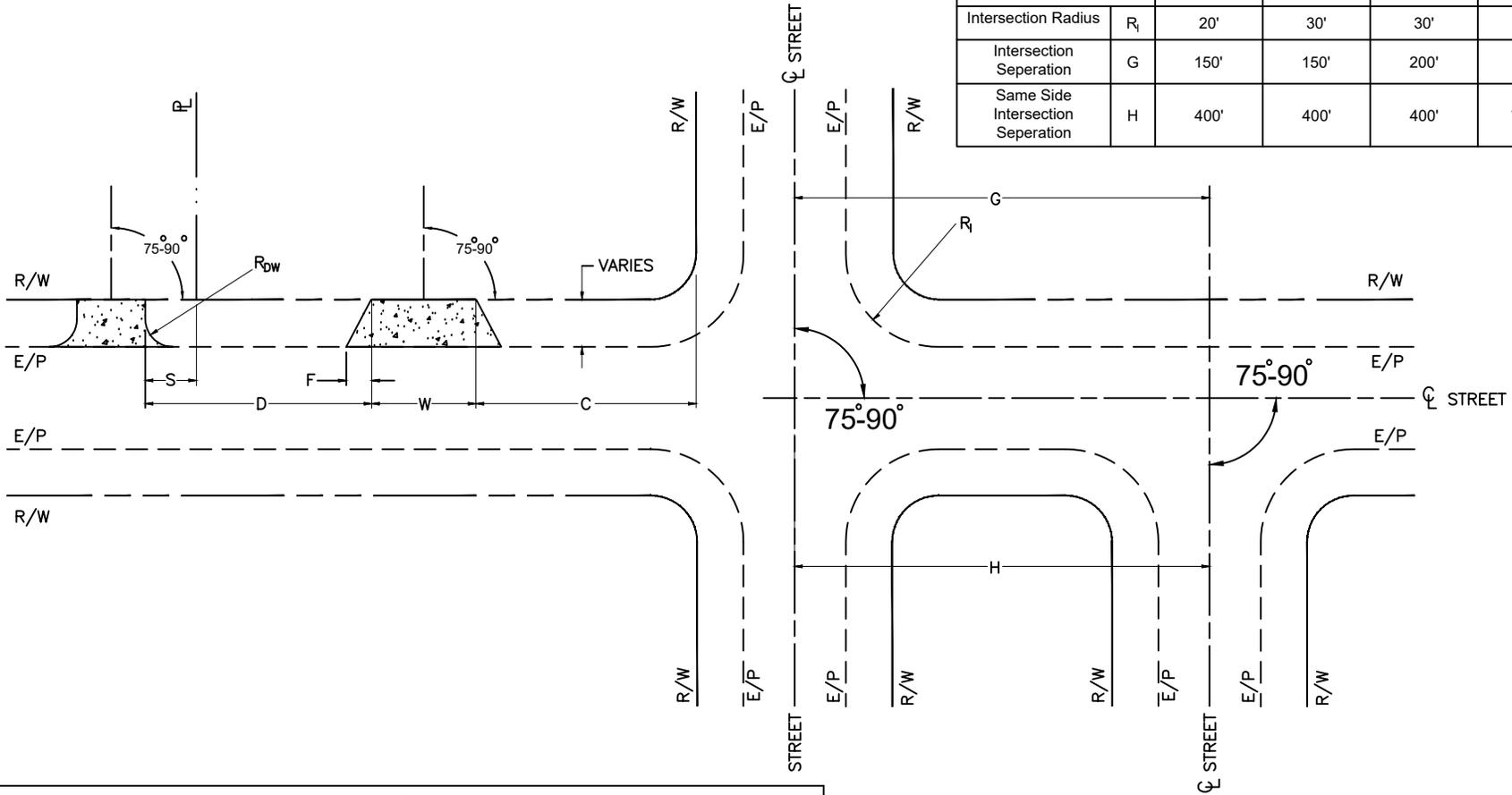
PAVEMENT SCHEDULE

- A. 2" S9.5C SURFACE COURSE
- B. 8" AGGREGATE BASE COURSE OR 4" B25.0C BASE COURSE
- C. 2'-0" VALLEY GUTTER
- D. 1'-0" CONCRETE STRIP
- E. SUBGRADE COMPACTED TO PUBLIC STREET STANDARDS

NOTES:

1. ALLEYS SHALL BE CONSIDERED PRIVATE EASEMENTS AND WILL NOT BE ACCEPTED FOR MAINTENANCE BY THE TOWN.
2. TYPICAL SECTION APPLIES TO SINGLE- OR DOUBLE-LOADED ALLEYS. FOR SINGLE-LOADED ALLEYS, THERE SHALL BE A 20-FOOT CLEAR ZONE FREE OF CUT SLOPES, OBSTRUCTIONS, HEDGES, ETC. FROM THE LOADED SIDE EDGE OF PAVEMENT.

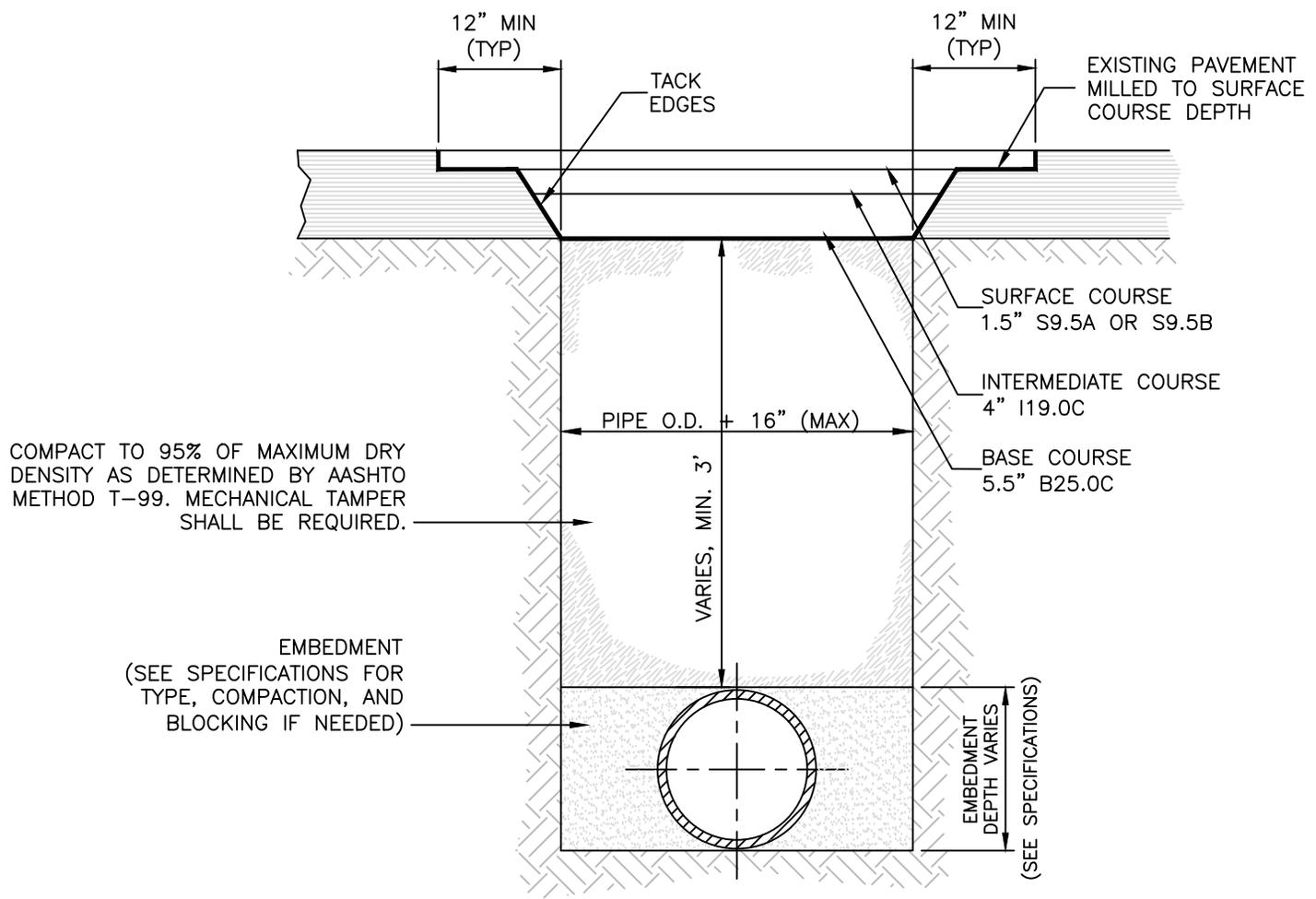
Intersection Dimensions					
Map Reference		Alley	Local	Collector	Arterial
Intersection Radius	R _i	20'	30'	30'	30'
Intersection Separation	G	150'	150'	200'	600'
Same Side Intersection Separation	H	400'	400'	400'	1,000'



		m		
Map Reference		1 and 2 Family Residential	Multi-Family Residential and Commercial	Industrial
Width ⁽¹⁾				
One-Way	W	10'-15'	15'-18'	20'-25'
Two-Way		10'-15'	30'-36'	40'-50'
Driveway Radius ⁽²⁾	R _{DW}	5'	15'-30'	15'-30'
Driveway Flare	F	1'-3'	1'-3'	1'-3'
Minimum Spacing				
From Property Line	S	0' - Collector Road 20' - Arterial Road	10' - Collector Road 120' - Arterial Road	50'
From Intersection R/W	C	5' - Collector Road 50' - Arterial Road	25' - Collector Road 120' - Arterial Road	120'
Between Driveways	D	3'	40'	120'

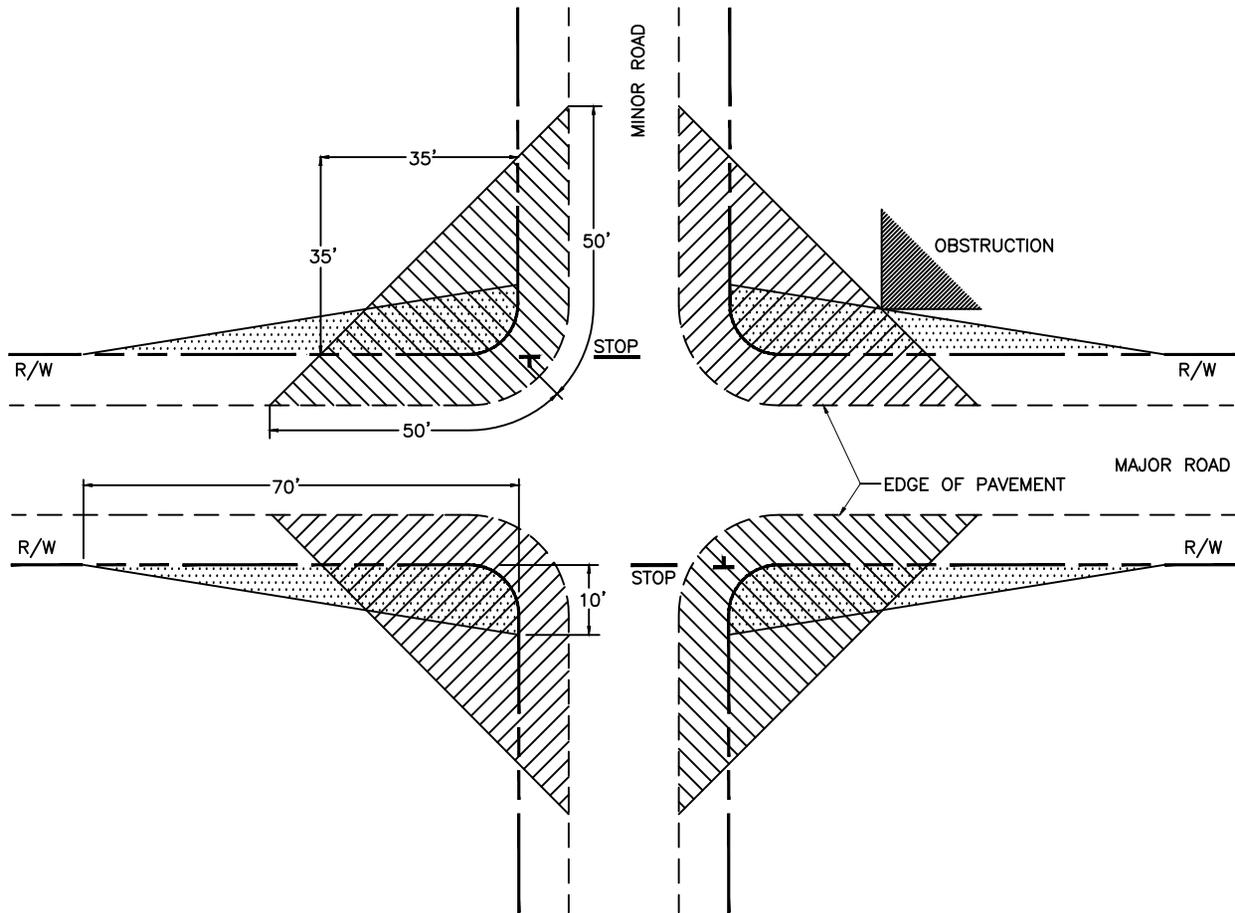
1. Multi-lane driveway widths to be determined by the Town Engineer based upon the number of lanes, the type of land use served and the use of channelizing islands.
2. The radii for major generator driveways to be determined by the Town Engineer.

NOT TO SCALE
DATE: OCTOBER 2020



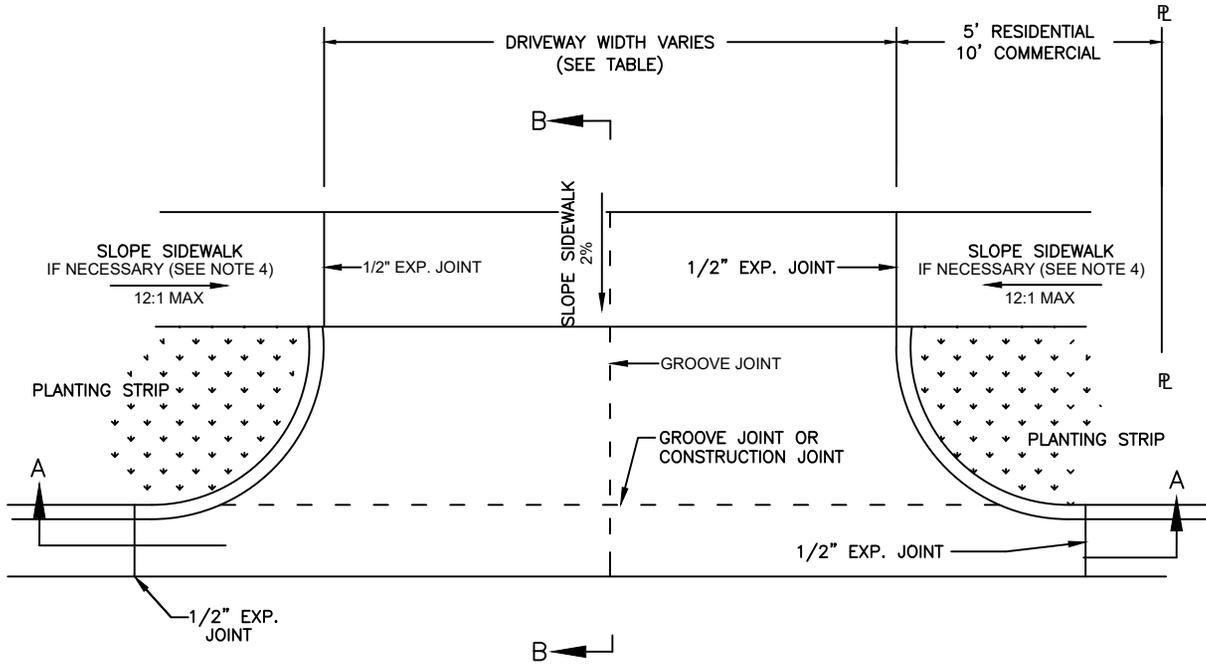
NOTES:

1. ASPHALT SHALL BE CUT WITH CUTTING WHEEL.



NOTES:

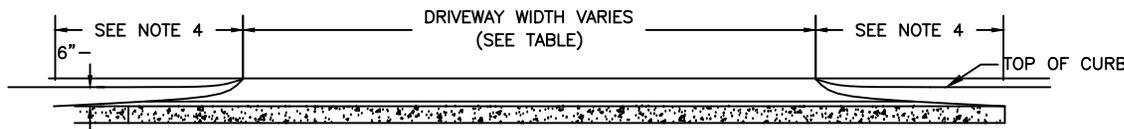
1. SIGHT TRIANGLES SHALL BE PROVIDED AT ALL STREET INTERSECTIONS AND SHALL CONTAIN NO OBSTRUCTION GREATER THAN 2' ABOVE THE GROUND.
2. REFERENCE THE LATEST EDITION OF AASHTO "A POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS" FOR ADDITIONAL REQUIREMENTS/RECOMMENDATIONS.



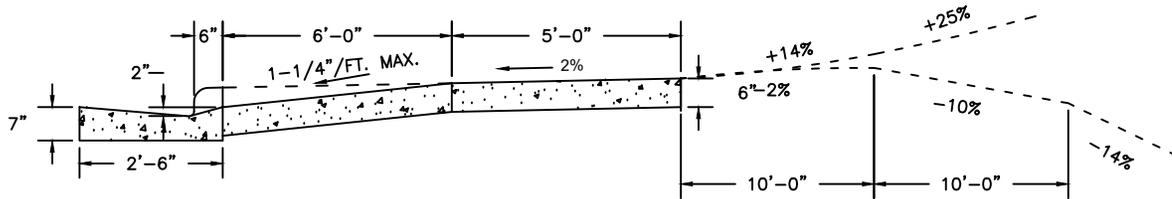
NOTES:

1. ALL CONCRETE TO BE MINIMUM NCDOT CLASS B, 6" MIN. THICKNESS.
2. ALL DRIVEWAYS MUST MEET THE CURRENT CITY DRIVEWAY REGULATIONS AND NCDOT REQUIREMENTS FOR SPACING, SIGHT DISTANCE AND OFFSETS FROM PROPERTY LINES AND INTERSECTIONS.
3. ALL CURB OR CURB AND GUTTER AND SIDEWALKS ARE TO BE REMOVED TO THE NEAREST JOINT BEYOND NEW CONSTRUCTION OR CUT WITH A SAW AND REMOVED. SAW CUT OR JOINT TO BE PERPENDICULAR TO EDGE OF EXISTING PAVEMENT.
4. FOR PLANTING STRIP LESS THAN 6- FEET, SLOPE SIDEWALK TO MEET GRADE OF ENTRANCE. SIDEWALK GRADE SHALL BE 12:1 MAX.
5. RADIUS REQUIREMENTS: SEE TABLE IN DETAIL R5
6. NO UTILITIES PERMITTED IN DRIVEWAYS.
7. NO DRIVEWAY SHALL BE WITHIN 5' (AS MEASURED ALONG STREET CURB STARTING AT THE DRIVEWAY RADIUS) OF ANY MUNICIPAL OR STATE OWNED FEATURE (I.E. CURB INLETS, FIRE HYDRANTS, UTILITY POLES OR SIMILAR STRUCTURES)

PLAN VIEW

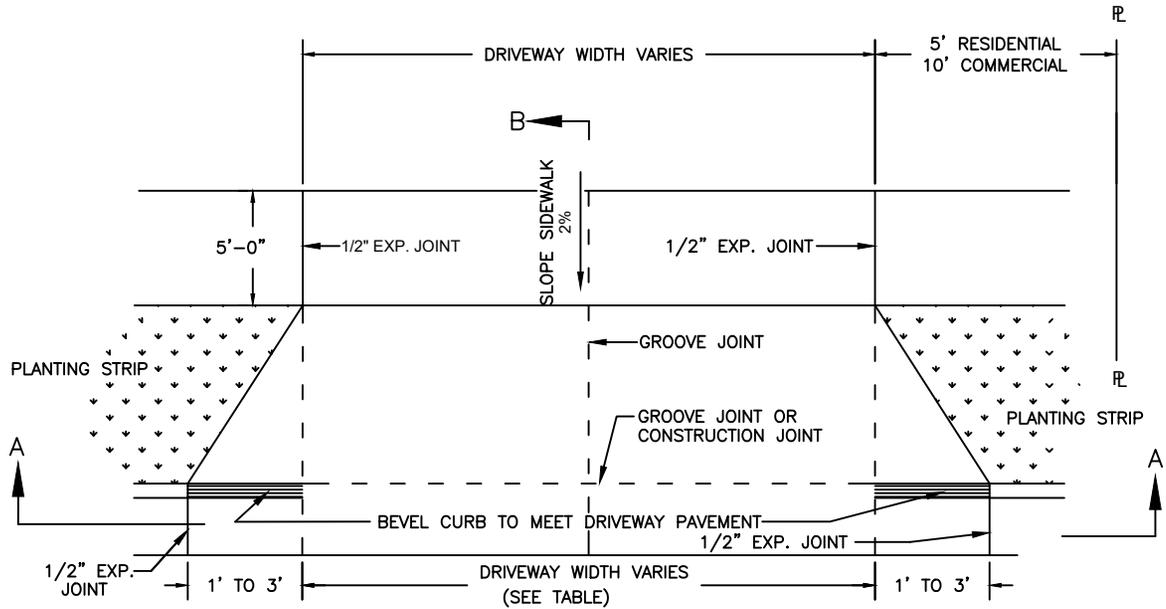


SECTION A - A

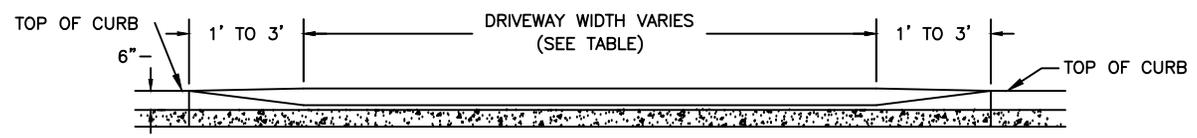


SECTION B - B

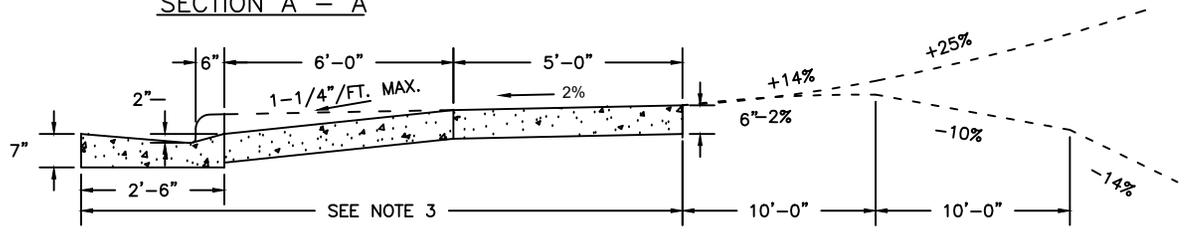
DRIVEWAY CLASSIFICATION		
TYPE DRIVEWAY	MINIMUM	MAXIMUM
RESIDENTIAL	10'	15'
COMMERCIAL/INDUSTRIAL MULTI-FAMILY	15'	36'
COMMERCIAL/INDUSTRIAL ONE-WAY	20'	50'



PLAN VIEW



SECTION A - A

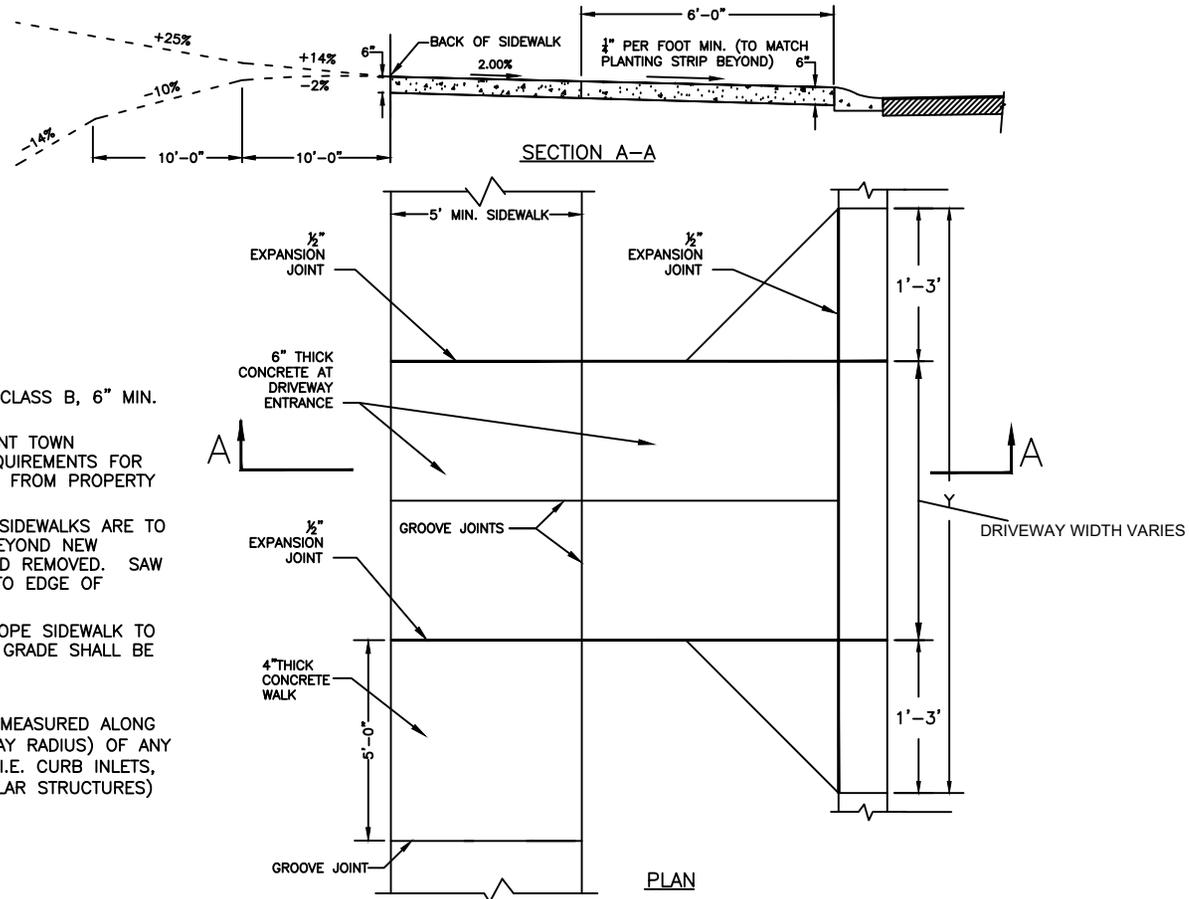


SECTION B - B

NOTES:

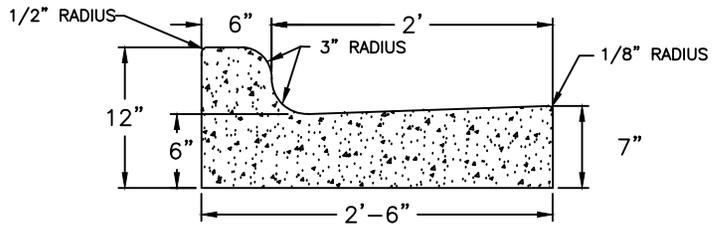
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3. ALL CURB OR CURB AND GUTTER AND SIDEWALKS ARE TO BE REMOVED TO THE NEAREST JOINT BEYOND NEW CONSTRUCTION OR CUT WITH A SAW AND REMOVED. SAW CUT OR JOINT TO BE PERPENDICULAR TO EDGE OF EXISTING PAVEMENT.
4. FOR PLANTING STRIP LESS THAN 6- FEET, SLOPE SIDEWALK TO MEET GRADE OF ENTRANCE. SIDEWALK GRADE SHALL BE 12:1 MAX.
5. NO UTILITIES PERMITTED IN DRIVEWAYS.
6. NO DRIVEWAY SHALL BE WITHIN 5' (AS MEASURED ALONG STREET CURB STARTING AT THE DRIVEWAY RADIUS) OF ANY MUNICIPAL OR STATE OWNED FEATURE (I.E. CURB INLETS, FIRE HYDRANTS, UTILITY POLES OR SIMILAR STRUCTURES)

DRIVEWAY CLASSIFICATION		
TYPE DRIVEWAY	MINIMUM	MAXIMUM
RESIDENTIAL	10'	15'
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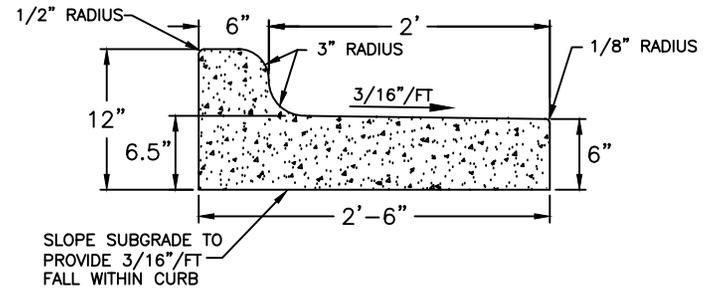


NOTES:

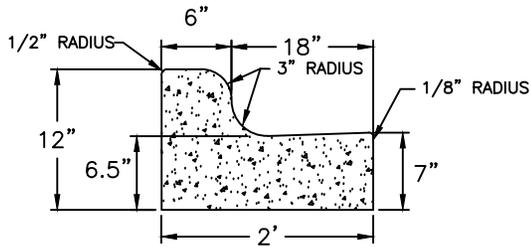
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4. FOR PLANTING STRIP LESS THAN 6', SLOPE SIDEWALK TO MEET GRADE OF ENTRANCE. SIDEWALK GRADE SHALL BE 12:1 MAX.
5. NO UTILITIES PERMITTED IN DRIVEWAYS.
6. NO DRIVEWAY SHALL BE WITHIN 5' (AS MEASURED ALONG STREET CURB STARTING AT THE DRIVEWAY RADIUS) OF ANY MUNICIPAL OR STATE OWNED FEATURE (I.E. CURB INLETS, FIRE HYDRANTS, UTILITY POLES OR SIMILAR STRUCTURES)



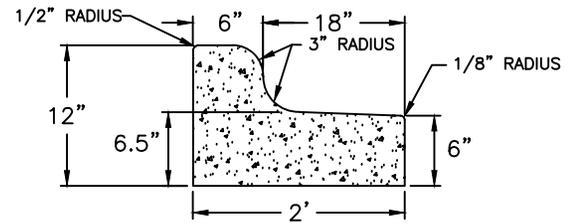
STANDARD 2'-6" CURB & GUTTER



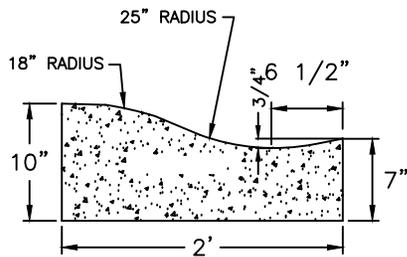
STANDARD 2'-6" SPILL CURB & GUTTER



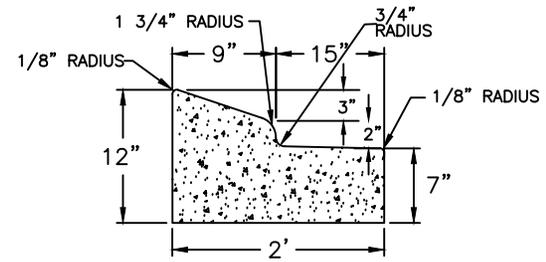
2'-0" CURB & GUTTER



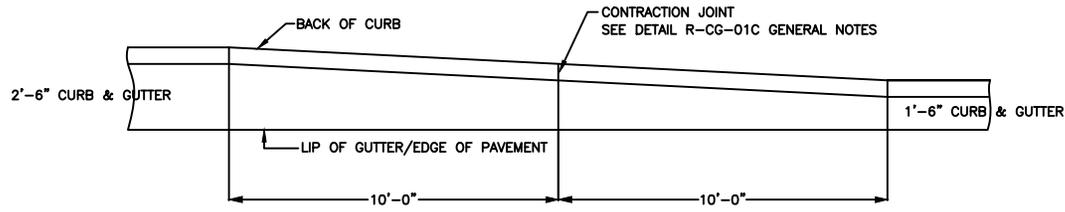
2'-0" SPILL CURB & GUTTER



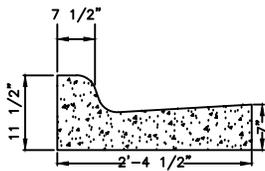
2'-0" VALLEY GUTTER



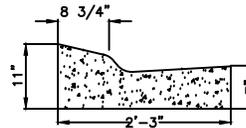
2'-0" MOUNTABLE CURB & GUTTER



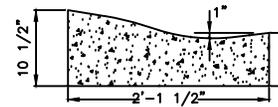
PLAN VIEW
CURB TRANSITION
2'-6" CURB & GUTTER TO 1'-6" CURB & GUTTER



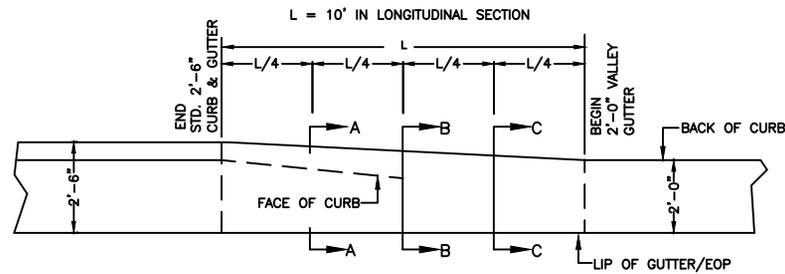
SECTION A-A



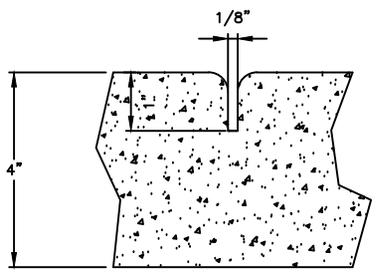
SECTION B-B



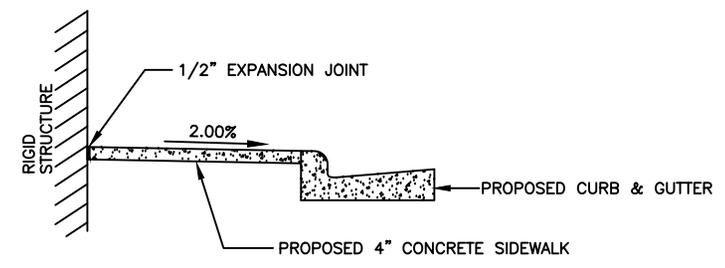
SECTION C-C



PLAN VIEW
CURB TRANSITION
2'-6" CURB & GUTTER TO 2'-0" VALLEY GUTTER



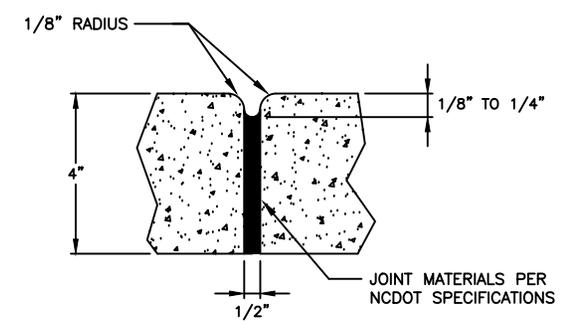
GROOVE JOINT IN SIDEWALK



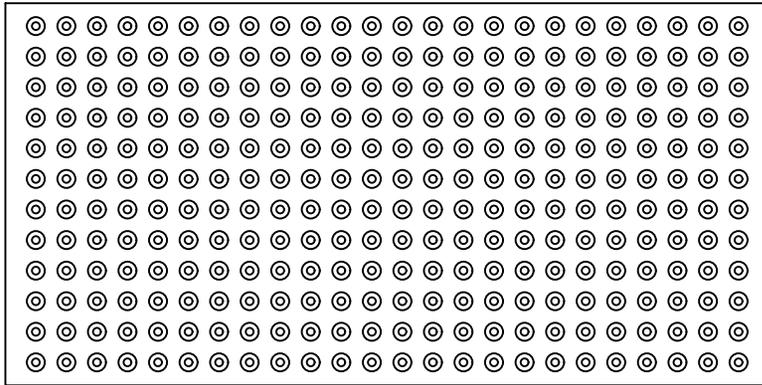
DETAILS SHOWING EXPANSION JOINTS
IN CONCRETE SIDEWALK

NOTES:

1. CONSTRUCT STANDARD SIDEWALK 5' WIDE AND 4" THICK UNLESS OTHERWISE DENOTED ON PLANS.
2. CONSTRUCT SIDEWALK 5' WIDE AND 6" THICK AT DRIVEWAY ENTRANCES.
3. CONSTRUCT SIDEWALK WITH A MAXIMUM 2.00% CROSS SLOPE.
4. PLACE A GROOVE JOINT 1" DEEP WITH 1/8" RADII IN THE CONCRETE SIDEWALK AT 5' INTERVALS. ONE 1/2" EXPANSION JOINT WILL BE REQUIRED AT 50' INTERVALS. A 1/2" EXPANSION JOINT WILL BE REQUIRED WHERE THE SIDEWALK JOINS ANY RIGID STRUCTURE. ALL EXPANSION JOINTS SHALL BE FILLED WITH JOINT SEALER.
5. ZONING CONDITIONS MAY REQUIRE ADDITIONAL WIDTH SIDEWALKS WHICH SHALL SUPERSEDE THESE STANDARD DIMENSIONS SHOWN.



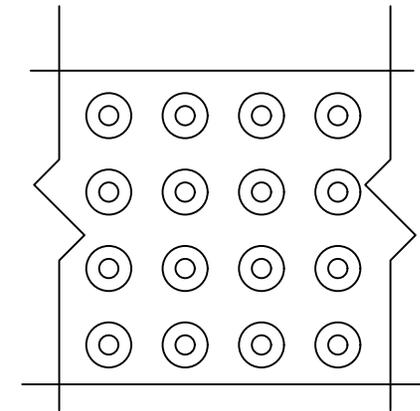
TRANSVERSE EXPANSION
JOINT IN SIDEWALK



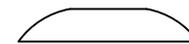
PLAN VIEW

NOTES:

1. ALL DETECTABLE WARNING DEVICES USED IN NEW CONSTRUCTION SHALL BE OF A RIDGID PRECAST OR EMBEDDED PRODUCT APPROVED BY THE CITY ENGINEER. RETRO FIT MATS WILL ONLY BE ALLOWED ON EXISTING RAMPS WITH PRIOR APPROVAL OF THE CITY ENGINEER FOR MATERIAL TYPE AND INSTALLATION (IE. RESURFACING).
2. WIDTH OF DETECTABLE WARNING AREA SHALL MATCH THE WIDTH OF THE RAMP. IN NO CASES SHALL THE WIDTH OF THE WARNING AREA BE LESS THAN 4'.
3. LENGTH OF DETECTABLE WARNING AREA SHALL BE 2 FEET REGARDLESS OF SECTION WIDTH.
4. DETECTABLE WARNING DOMES SHALL BE ALIGNED ON A SQUARE GRID IN THE PREDOMINANT DIRECTION OF TRAVEL TO PERMIT WHEELS TO ROLL BETWEEN DOMES.
5. DETECTABLE WARNING AREA SHALL BE COLORED FS 20109 RED BROWN IN ALL LOCATIONS.
6. MATS ARE TO BE RIGID WITH TURN DOWN EDGES EMBEDDED IN CONCRETE TO ELIMINATE TRIP HAZARD.



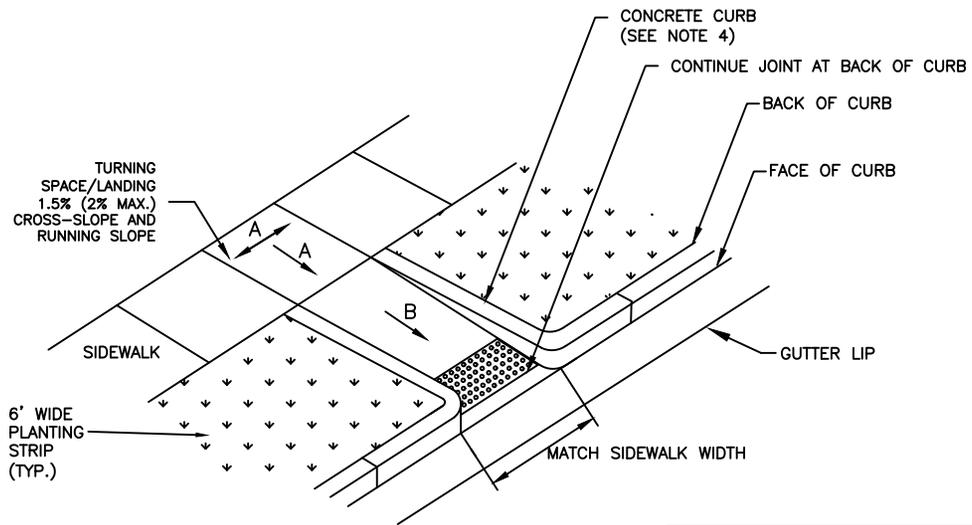
TRUNCATED DOME SPACING



TRUNCATED DOME SECTION

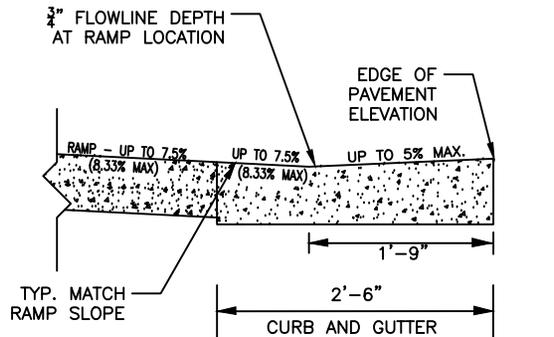
NOTES:

1. ENSURE FLUSH CONDITIONS AT CURB RAMP TO GUTTER TRANSITION.
2. TYPICALLY, THE SIDEWALK RUNNING SLOPE SHALL NOT EXCEED THE GENERAL GRADE ESTABLISHED FOR THE ADJACENT STREET.
3. IF THE SLOPE FROM FLOWLINE TO BACK OF CURB AT RAMP IS LESS THAN 8.33%, THEN THE SLOPE FROM LIP TO FLOWLINE AT RAMP MAY EXCEED 5% AS LONG AS THE ALGEBRAIC DIFFERENCE BETWEEN THESE TWO SLOPES IS LESS THAN 13.33%.
4. CURB RAMPS WITH RETURNED CURBS MAY BE USED ONLY WHERE PEDESTRIANS WOULD NOT TYPICALLY WALK ACROSS THE RAMP. THE ADJACENT SURFACE IS PLANTING OR OTHER NON-WALKING SURFACE.

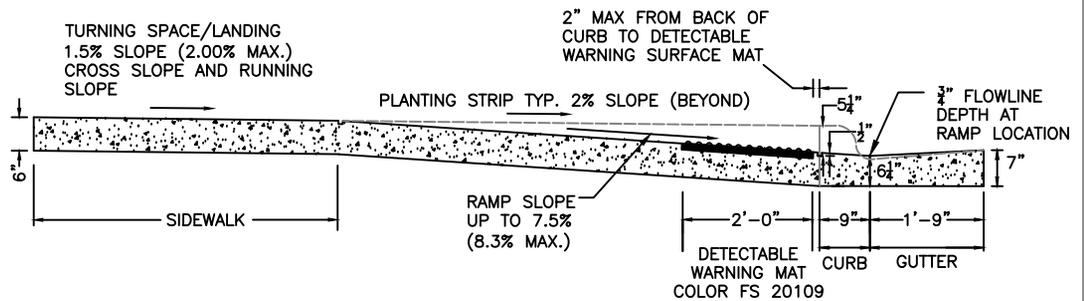


SLOPE "A" = 1.5% TO 2.00% MAX
SLOPE "B" = UP TO 7.5% (8.33% MAX)

PLAN VIEW



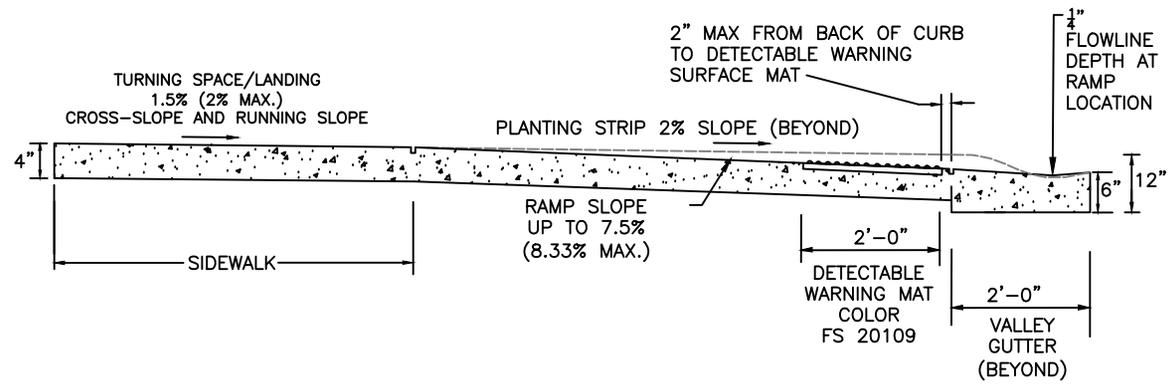
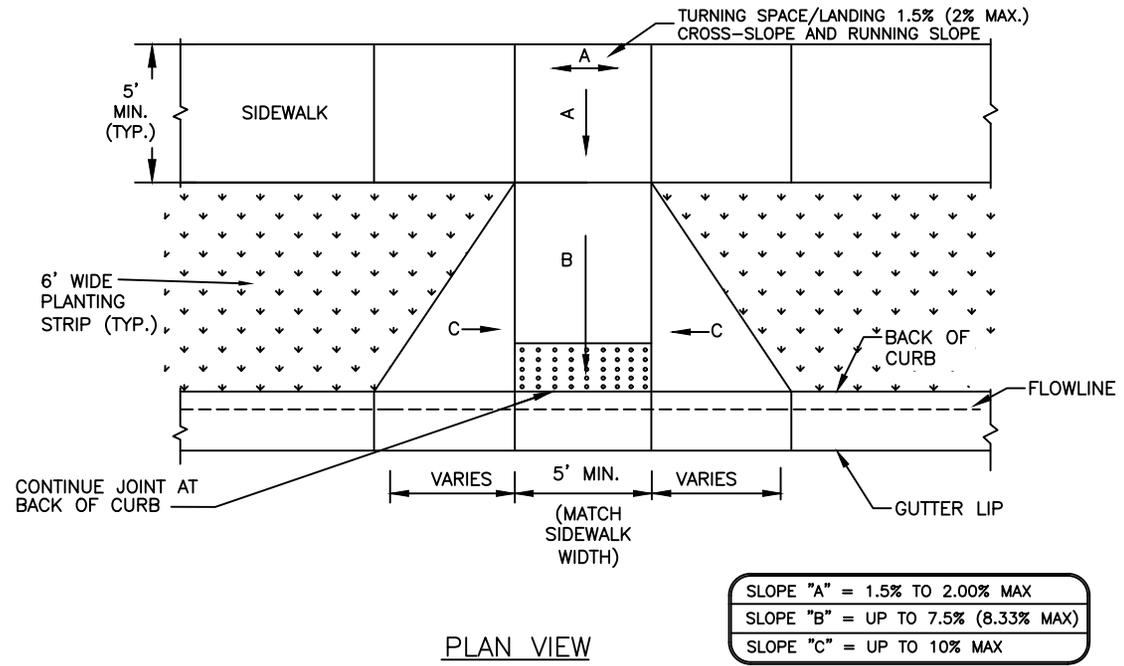
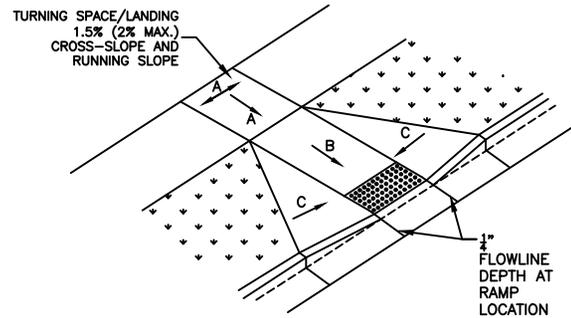
2'-6" CURB AND GUTTER RAMP DETAIL
MAXIMUM SLOPES FOR CURB AND GUTTER DEPRESSION AT RAMPS



TYPICAL RAMP SECTION AT CENTERLINE

NOTES:

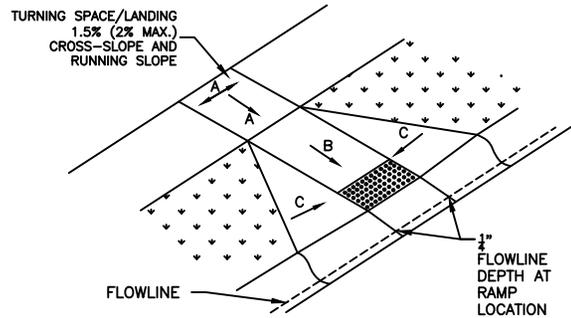
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3. MAINTAIN POSITIVE DRAINAGE ALONG THE LIP OF GUTTER IN RAMP. IN FLAT AREAS, ADDITIONAL CATCH BASINS MAY BE REQUIRED ON THE SIDES OF THE RAMP TO MINIMIZE STANDING WATER AT THE RAMP LOCATION.
4. IF THE SLOPE FROM FLOWLINE TO BACK OF CURB AT RAMP IS LESS THAN 8.3%, THEN THE SLOPE FROM LIP TO FLOWLINE AT RAMP MAY EXCEED 5% AS LONG AS THE DIFFERENCE BETWEEN THESE TWO SLOPES IS LESS THAN 13.3%.



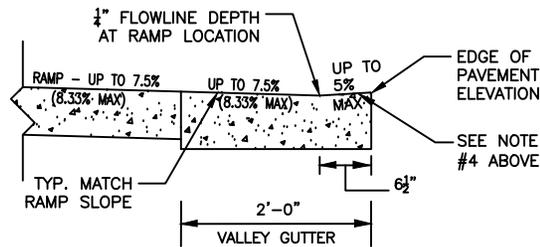
NOT TO SCALE
DATE: OCTOBER 2020

NOTES:

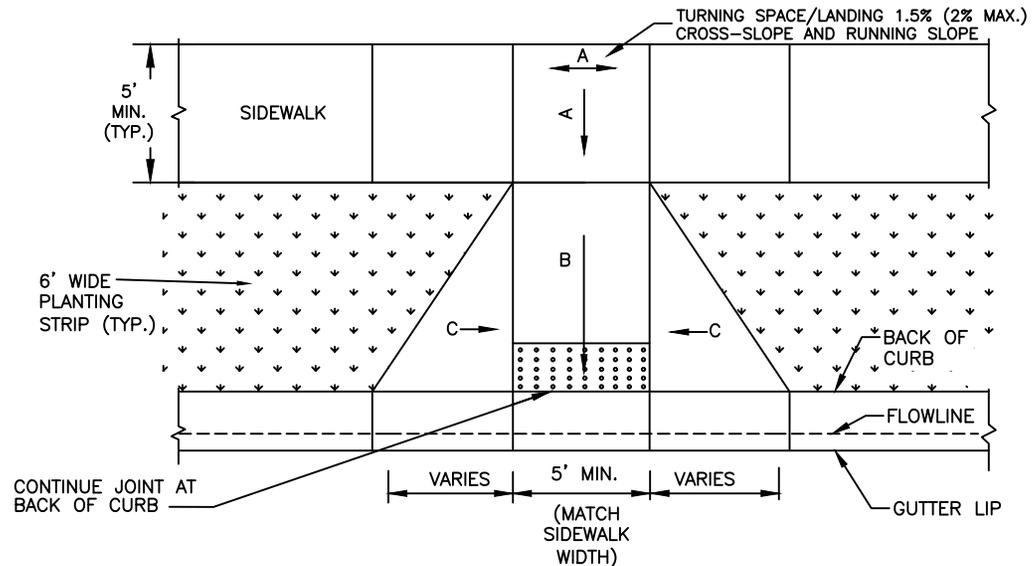
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ISOMETRIC VIEW

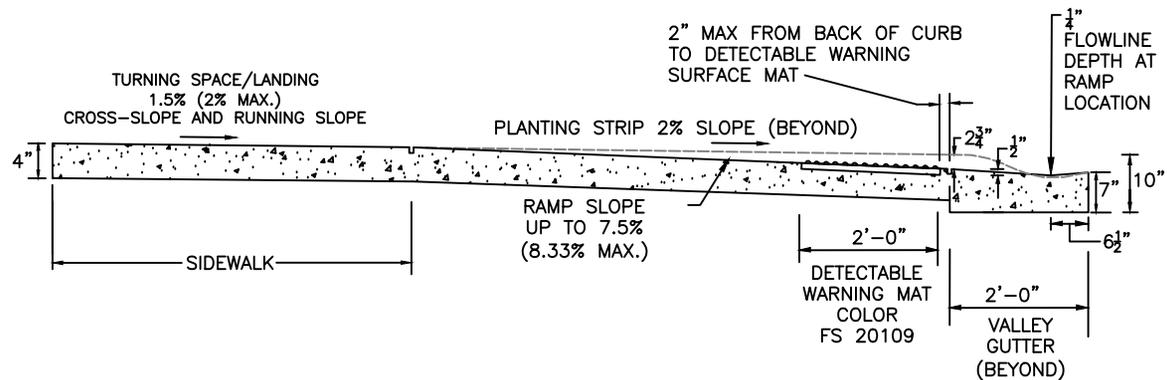


2'-0" VALLEY GUTTER RAMP DETAIL
 MAXIMUM SLOPES FOR VALLEY GUTTER DEPRESSION AT RAMPS

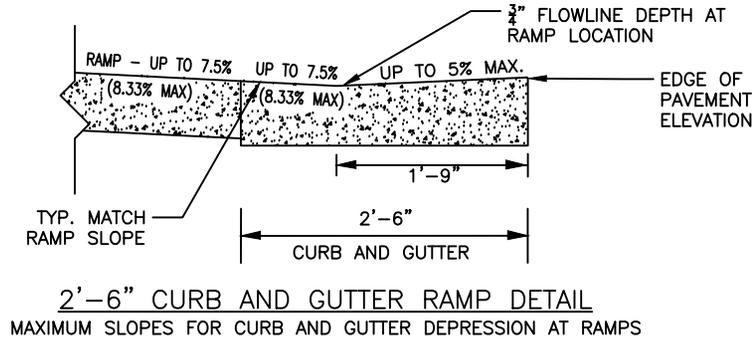
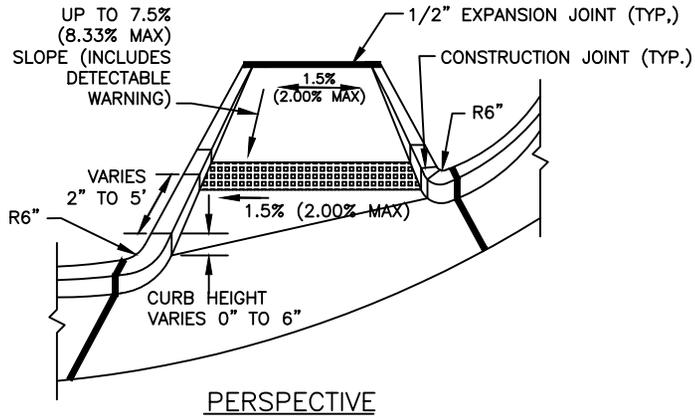
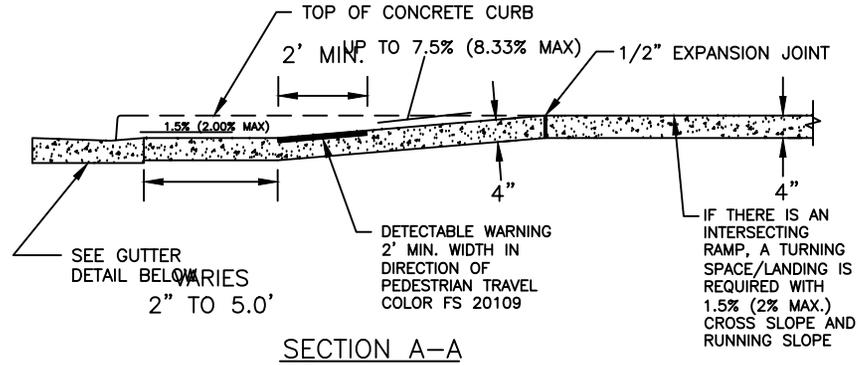
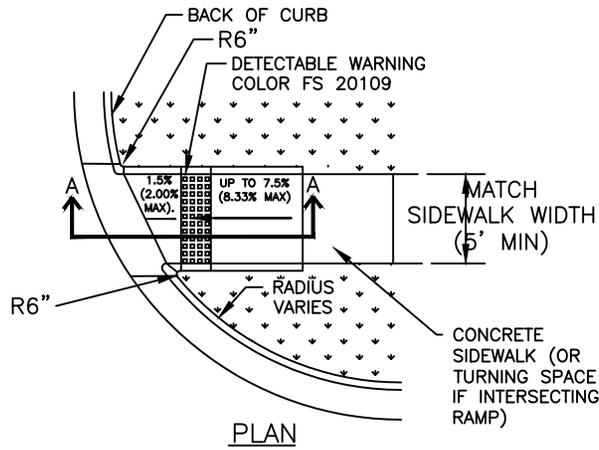


PLAN VIEW

SLOPE "A" = 1.5% TO 2.00% MAX
SLOPE "B" = UP TO 7.5% (8.33% MAX)
SLOPE "C" = UP TO 10% MAX

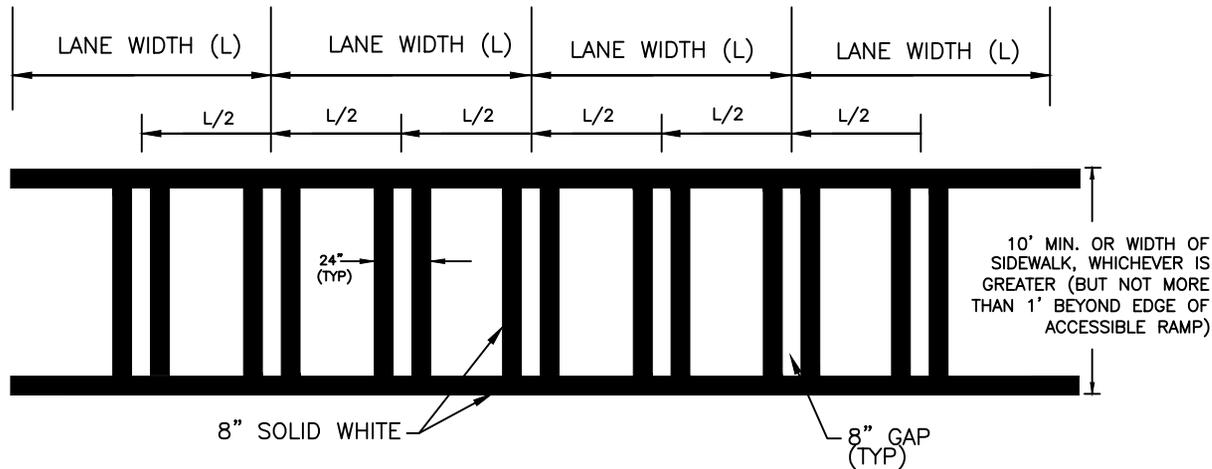


TYPICAL RAMP SECTION AT CENTERLINE



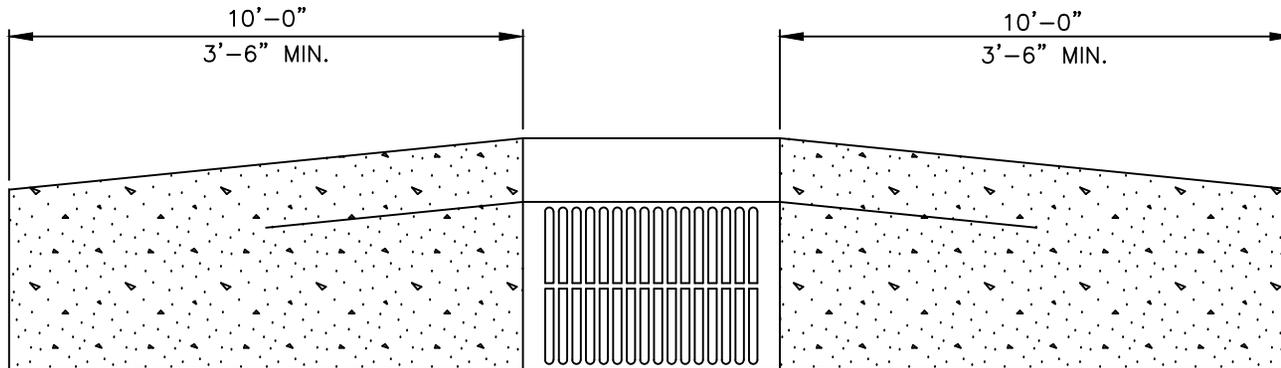
NOTES:

1. USE THIS DETAIL ONLY UNDER THE FOLLOWING CIRCUMSTANCES:
 - 5-FOOT SIDEWALKS WITH CURB RADII OF 35 FEET OR LESS
 - 6-FOOT SIDEWALKS WITH CURB RADII OF 30 FEET OR LESS
 - 8-FOOT SIDEWALKS WITH CURB RADII OF 25 FEET OR LESS
2. DIRECTIONAL RAMPS MAY BE USED WHEN AN 6-FOOT PLANTING STRIP IS PROVIDED. DO NOT USE THIS DETAIL IF THERE IS HARDSCAPE INSTEAD OF A PLANTING STRIP.
3. ALL CONCRETE SHALL BE AT LEAST NCDOT CLASS B.
4. ENSURE FLUSH CONDITIONS AT RAMP TO GUTTER TRANSITION.



NOTES:

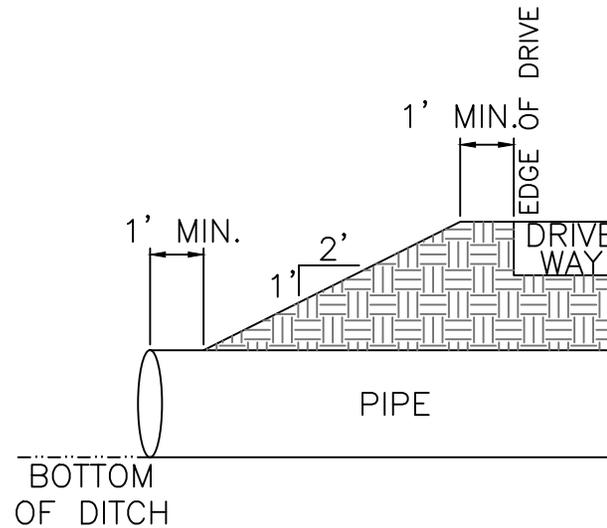
1. PER MUTCD STANDARDS, WHEN CROSSWALK LINES ARE USED THEY SHALL CONSIST OF SOLID WHITE LINES THAT MARK THE CROSSWALK. THEY SHALL BE NOT LESS THAN 150 MM (6 IN) NOR GREATER THAN 600 MM (24 IN) IN WIDTH.
2. IF TRANSVERSE LINES ARE USED TO MARK A CROSSWALK, THE GAP BETWEEN THE LINES SHOULD NOT BE LESS THAN 1.8 M (6 FT). IF DIAGONAL OR LONGITUDINAL LINES ARE USED WITHOUT TRANSVERSE LINES TO MARK A CROSSWALK, THE CROSSWALK SHOULD NOT BE LESS THAN 1.8 M (6 FT) WIDE.
3. IF USED, THE DIAGONAL OR LONGITUDINAL LINES SHOULD BE 300 TO 600 MM (12 TO 24 IN) WIDE AND SPACED 300 TO 1500 MM (12 TO 60 IN) APART. THE MARKING DESIGN SHOULD AVOID THE WHEEL PATHS, AND THE SPACING SHOULD NOT EXCEED 2.5 TIMES THE LINE WIDTH.



PLAN

NOTE:

1. TRANSITION FROM 2'-6" STANDARD CURB TO VALLEY CURB AT A DRAINAGE INLET ONLY.
2. TRANSITIONS SHORTER THAN 10' SHALL BE APPROVED BY THE TOWN ENGINEER. UNDER NO CIRCUMSTANCE SHALL A TRANSITION BE SHORTER THAN 3'-6".



RESIDENTIAL DRIVEWAY PIPE DETAIL

NOTES:

1. THE PIPE SHALL BE A MINIMUM DIAMETER OF 15" REINFORCED CONCRETE AND A MINIMUM LENGTH OF 20'.
2. A LARGER PIPE SIZE MAY BE REQUIRED IF DETERMINED BY A PROFESSIONAL ENGINEER OR THE TOWN ENGINEER.
3. THE LENGTH OF PIPE REQUIRED SHALL BE THE AMOUNT NEEDED TO EXTEND (1') BEYOND THE TOE OF A 2:1 SLOPE. SEE SECTION DETAIL.
4. NO UTILITIES IN DRIVEWAY, MUST BE MIN. 3' FROM DRIVEWAY.
5. DITCH SHALL BE INSPECTED BY PUBLIC WORKS BEFORE PIPE IS INSTALLED.

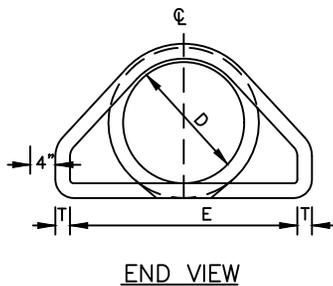
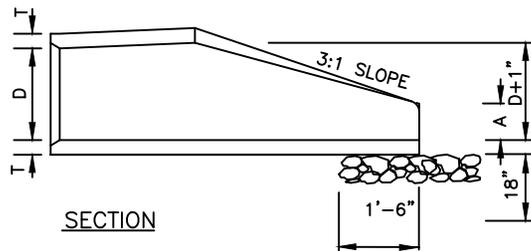
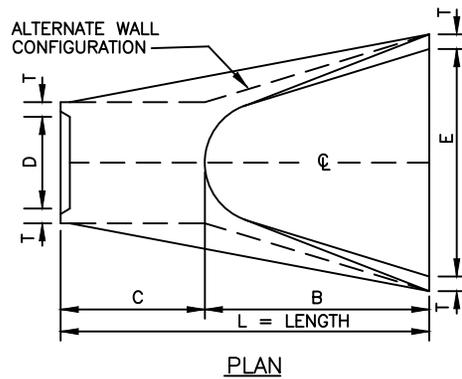


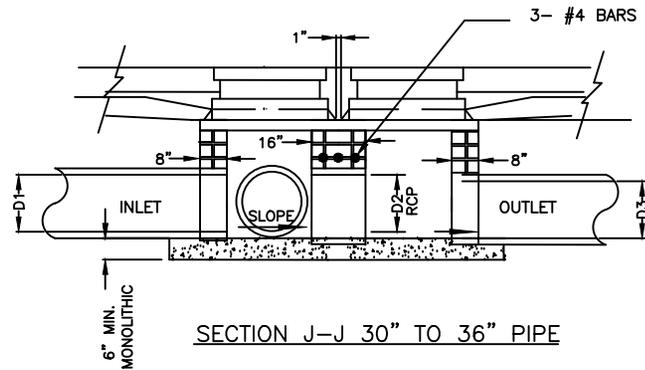
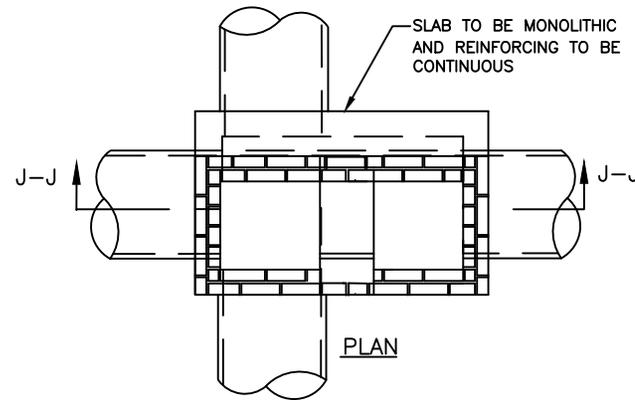
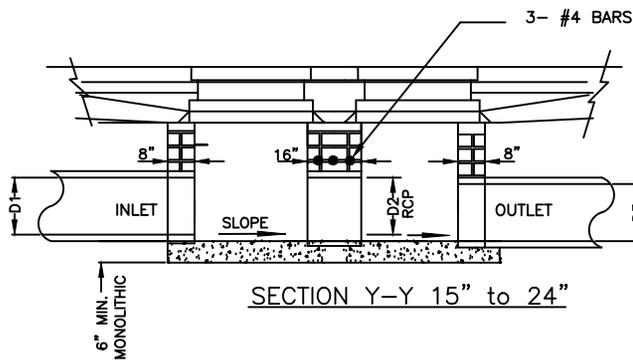
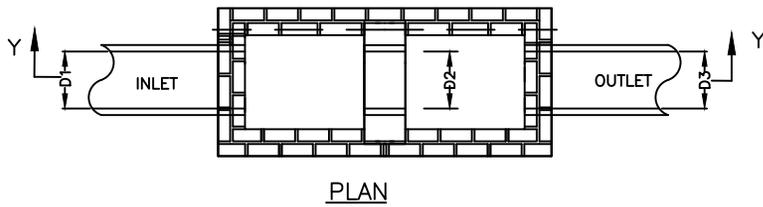
TABLE OF DIMENSIONS							
D	T	A	B	C	E	L	WT.
15"	2-1/4"	6"	2'-3"	3'-10"	2'-0"	6'-1"	730
18"	2-1/2"	9"	2'-3"	3'-10"	3'-0"	6'-1"	1190
24"	3"	10"	3'-8"	2'-6"	4'-0"	6'-2"	1770
30"	3-1/2"	1'-0"	4'-6"	1'-8"	5'-0"	6'-2"	2380
36"	4"	1'-3"	5'-3"	2'-11"	6'-0"	8'-2"	5320
42"	4-1/2"	1'-9"	5'-3"	2'-11"	6'-6"	8'-2"	5920
48"	5"	2'-0"	6'-0"	2'-2"	7'-0"	8'-2"	7470
54"	5-1/2"	2'-3"	5'-6"	2'-10"	7'-6"	8'-4"	8810
60"	6"	2'-6"	5'-0"	3'-3"	8'-0"	8'-3"	11180
66"	6-1/2"	3'-0"	6'-0"	2'-3"	8'-6"	8'-3"	12530
72"	7"	3'-0"	6'-6"	1'-9"	9'-0"	8'-3"	13980

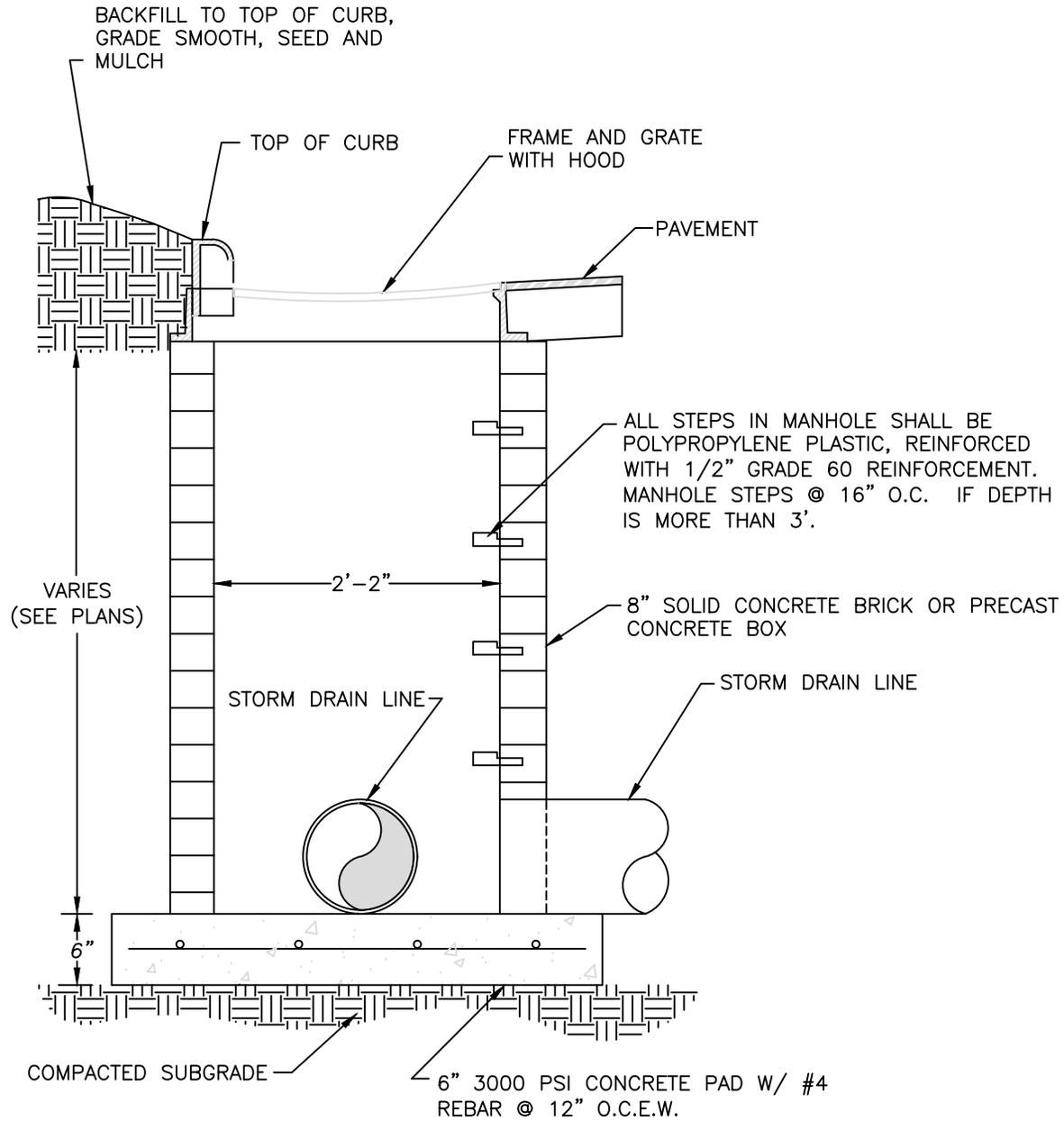
NOTES:

1. REINFORCEMENT SHALL CONFORM TO THE REQUIREMENTS OF REINFORCED CONCRETE PIPE OF LIKE DIAMETER PER AASHTO M170, TABLE 2, WALL B.
2. ALL CONCRETE TO BE 3600 P.S.I. COMPRESSIVE STRENGTH.
3. PROVIDE TONGUE OR SPIGOT JOINT AT INLET END SECTION.
4. PROVIDE GROOVE OR BELL JOINT AT OUTLET END SECTION.
5. THE DIMENSIONS FOR END SECTIONS SHALL SUBSTANTIALLY AGREE WITH THE TABLE. MINOR VARIATIONS WILL BE PERMITTED BASED ON THE MANUFACTURER'S STANDARD FORMS AND TEMPLATES.
6. NOT TO BE USED IN NCDOT MAINTAINED RIGHT OF WAY.

NOTES:

1. SEE NCDOT STANDARD 840.01 FOR DETAILS BASED ON PIPE SIZE PER CROSS SECTION.
2. CONSTRUCT TWO SINGLE BASINS PER NCDOT STANDARD WITH DOUBLE INTERIOR WALL.
3. ALL CONCRETE TO BE NCDOT CLASS B CONCRETE.
4. BASE SLAB SHALL BE MONOLITHIC.
5. PIPE SECTION D2 CONNECTING CATCH BASINS SHALL HAVE A MINIMUM DIAMETER SAME AS OF OUTLET PIPE D3.
6. ALL REINFORCING STEEL SHOWN ON NCDOT STANDARDS IS TO BE PROVIDED AS CONTINUOUS MEMBERS. (NO LAPS, USED AS A SINGLE CONTINUOUS BAR IN THE SLAB)
7. WEEP HOLES SHALL BE PLACED IN BACK WALL WITH FILTER FABRIC OR STONE ON BACK SIDE





NOTE:
NCDOT STD. #840.01 #840.02 MASONRY OR CONCRETE INLET BOXES

TEMPORARY SEEDING RECOMMENDATION for FALL (TO BE FOLLOWED BY PERMANENT FALL SEED MIX)

SPECIES RATE (LB / ACRE)
AUG. 15 – DEC. 15 WINTER RYE (GRAIN) 120

SOIL AMENDMENTS

APPLY 2,000 LB / ACRE GROUND AGRICULTURAL LIMESTONE and 1,000 LB/ACRE 10–10–10 FERTILIZER OR FOLLOW RECOMMENDED SOIL TESTS.

MULCH

APPLY 4,000 LB / ACRE GRAIN STRAW OR EQUIVALENT COVER.
ANCHOR STRAW BY ROVING, NETTING OR BY TACKING WITH ASPHALT EMULSION AT A RATE OF 400 GAL / ACRE.

MAINTENANCE

REPAIR AND RE–FERTILIZE DAMAGED AREAS IMMEDIATELY. TOPDRESS WITH 50 LB / ACRE OF NITROGEN IN MARCH. IF IT IS NECESSARY TO EXTEND TEMPORARY COVER BEYOND JUNE 15, OVERSEED WITH 50 LB / ACRE KOBE LESPEDEZA IN LATE FEBRUARY OR EARLY MARCH.

TEMPORARY SEEDING RECOMMENDATION for LATE WINTER and EARLY SPRING (TO BE FOLLOWED BY PERMANENT FALL SEED MIX)

SPECIES RATE (LB / ACRE)
DEC. 1 – APR. 15 WINTER RYE (GRAIN) 120
ANNUAL KOBE LESPEDEZA 50
OMIT LESPEDEZA WHEN DURATION OF TEMPORARY COVER IS NOT TO EXTEND BEYOND JUNE.

SOIL AMENDMENTS

APPLY 2,000 LB / ACRE GROUND AGRICULTURAL LIMESTONE and 750 LB / ACRE 10–10–10 FERTILIZE OR FOLLOW RECOMMENDATIONS OF SOIL TESTS.

MULCH

APPLY 4,000 LB / ACRE GRAIN STRAW OR EQUIVALENT COVER.
ANCHOR STRAW BY ROVING, NETTING OR BY TACKING WITH ASPHALT EMULSION AT A RATE OF 400 GAL / ACRE.

MAINTENANCE

RE–FERTILIZE IF GROWTH IS NOT FULLY ADEQUATE. RESEED, RE–FERILIZE AND MULCH IMMEDIATELY FOLLOWING EROSION OR OTHER DAMAGE.

PERMANENT SPRING SEED MIX

SPECIES RATE (LB / ACRE)
MARCH 1 – JULY 1 COMMON BERMUDA 30
SERICEA LESPEDEZA 30

PERMANENT SPRING SEED MIX

SPECIES RATE (LB / ACRE)
SEPT. 1 – NOV. 1 COMMON BERMUDA 30
SERICEA LESPEDEZA (UNSCARIFIED) 30
KOBE LESPEDEZA 10

WATER

MINIMUM OF 1 INCH OF RAINFALL A WEEK (IF NOT SUPPLIED NATURALLY, CONTRACTOR SHALL SUPPLY THE REMAINING AMOUNT UNTIL GROUND COVER HAS BEEN ESTABLISHED.

EROSION CONTROL CONSTRUCTION SEQUENCE (REVISE AS NECESSARY TO ADDRESS SITE SPECIFIC ISSUES)

1. INSTALL TEMPORARY CONSTRUCTION ENTRANCE.
2. INSTALL TEMPORARY EROSION CONTROL MEASURES AT LOCATIONS SHOWN ON PLAN.
3. CALL FOR ON-SITE INSPECTION BY TOWN OF SOUTHERN PINES CONSTRUCTION INSPECTOR.
4. INITIATE GRUBBING AND TOPSOIL STRIPPING OF THE SITE.
5. AS CONSTRUCTION PROGRESSES, REMOVE SILT AND SEDIMENT BUILDUPS AT ALL MEASURES TO MAINTAIN ADEQUATE EROSION CONTROL.
6. WITHIN 7 CALENDAR DAYS OF COMPLETION OF ANY PHASE OF GRADING AND ON SLOPES GREATER THAN 3:1, GROUND COVER SHALL BE PROVIDED ON EXPOSED SLOPES AND PERMANENT GROUND COVER SHALL BE PROVIDED FOR ALL DISTURBED AREAS WITHIN 14 CALENDAR DAYS FOLLOWING COMPLETION OF CONSTRUCTION OR DEVELOPMENT.
7. CONTINUE WITH FINE GRADING OF SITE.
8. WHEN CONSTRUCTION ACTIVITIES ARE COMPLETE AND ALL SOIL AREAS STABILIZED, CALL FOR ON-SITE INSPECTION BY TOWN OF SOUTHERN PINES CONSTRUCTION INSPECTOR.
9. IF SITE IS APPROVED, REMOVE TEMPORARY EROSION CONTROL MEASURES AS DIRECTED, SEED, FERTILIZE AND MULCH RESULTING DISTURBED AREAS. CLEAR ALL DEBRIS AND SEDIMENT ACCUMULATION. ESTABLISH PERMANENT STABILIZING VEGETATION DURING THE APPROPRIATE TIME OF YEAR.
10. UPON ESTABLISHED AND STABILIZED VEGETATION, CALL FOR FINAL INSPECTION BY TOWN OF SOUTHERN PINES CONSTRUCTION INSPECTOR.

SEED BED PREPARATION

1. RIP THE ENTIRE AREA TO 6 INCH DEPTH.
2. REMOVE ALL LOOSE ROCK, ROOTS, AND OTHER OBSTRUCTIONS LEAVING SURFACE REASONABLY SMOOTH AND UNIFORM.
3. APPLY AGRICULTURAL LIME, FERTILIZER AND SUPERPHOSPHATE IN ACCORDANCE WITH "SEEDING SCHEDULE" AND MIX WITH SOIL.
4. CONTINUE TILLAGE UNTIL A WELL-PULVERIZED, FIRM, REASONABLY UNIFORM SEED BED IS PREPARED 4 TO 6 INCHES DEEP.
5. SEED ON A FRESHLY PREPARED SEED BED AND COVER SEED LIGHTLY WITH SEEDING EQUIPMENT OR CULTIPACK AFTER SEEDING. SEED ACCORDING TO "SEEDING SCHEDULE".
6. MULCH IN ACCORDANCE WITH "SEEDING SCHEDULE" IMMEDIATELY AFTER SEEDING.
7. INSPECT ALL SEEDING FOR COMPLIANCE WITH THE REQUIREMENTS OF THE "SEEDING SCHEDULE". MAKE NECESSARY REPAIRS AND RESEED WITHIN THE PLANTING SEASON, IF POSSIBLE, OR THE DAMAGED AREA SHALL BE REESTABLISHED FOLLOWING THE ORIGINAL LIME, FERTILIZER AND SEEDING REQUIREMENTS.

SEEDING SCHEDULE

NOTE:
TEMPORARY SEED MIX SHALL BE USED FOR ALL AREAS EXPOSED GREATER THAN ONE WEEK AND SUBJECT TO FURTHER DISTURBANCE.

PERMANENT SEED MIX SHALL BE CHECKED FOR ADEQUACY ON JULY 15.
AN ADEQUATE COVER SHALL HAVE 50 SPRIGS OF BERMUDA OR SERICEA LESPEDEZA PER ONE SQUARE FOOT.

TEMPORARY SEEDING RECOMMENDATION for SUMMER (TO BE FOLLOWED BY PERMANENT FALL SEED MIX)

SPECIES RATE (LB / ACRE)
APR. 15 – AUG. 15 GERMAN MILLET 40

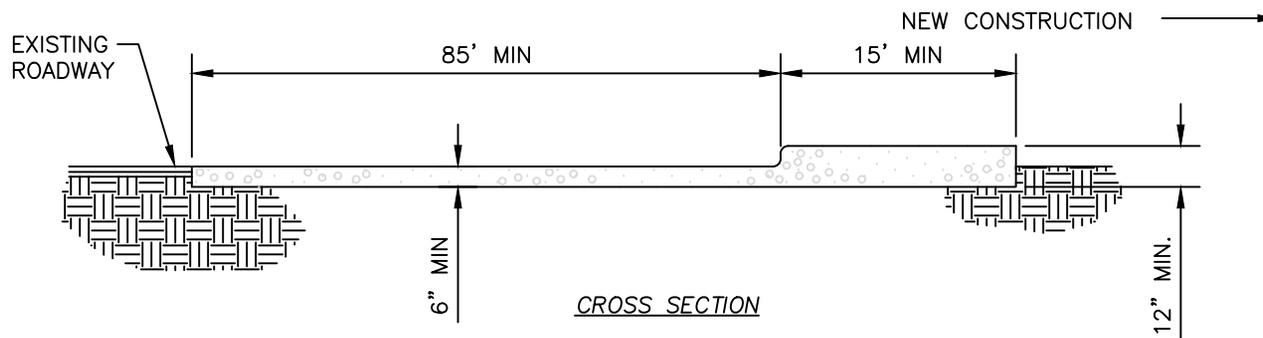
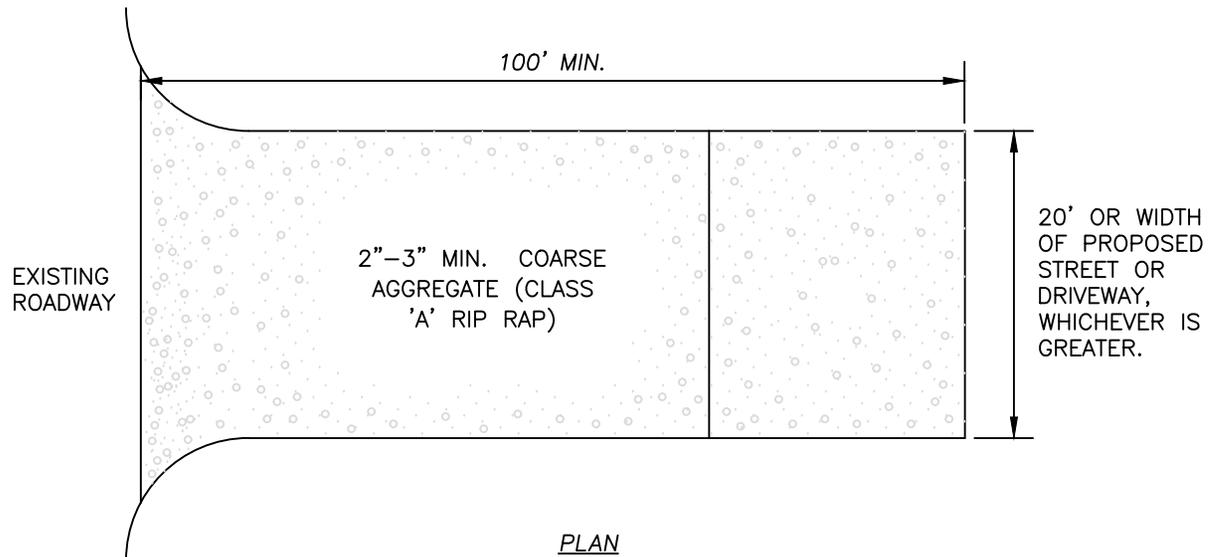
SOIL AMENDMENTS
APPLY 2,000 LB / ACRE GROUND AGRICULTURAL LIMESTONE and 750 LB / ACRE 10-10-10 FERTILIZER OR FOLLOW RECOMMENDATIONS OF SOIL TESTS.

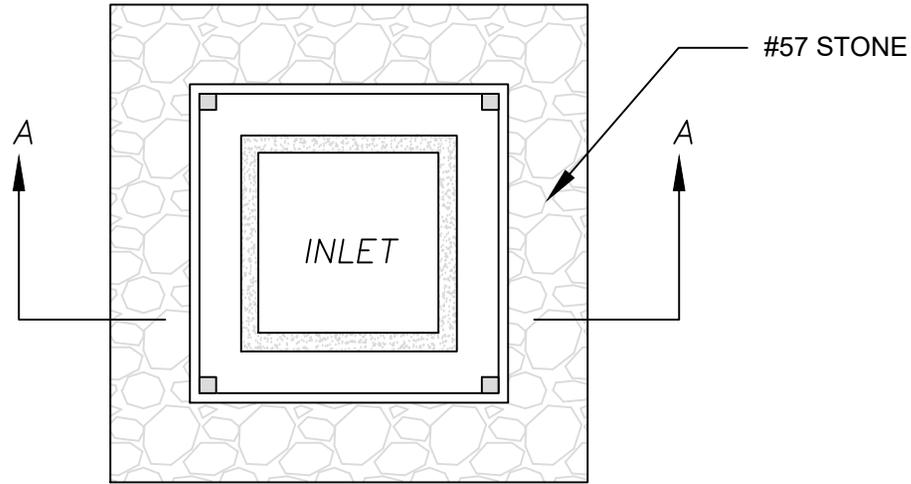
MULCH
APPLY 4,000 LB / ACRE GRAIN STRAW OR EQUIVALENT COVER.
ANCHOR STRAW BY ROVING, NETTING OR BY TACKING WITH ASPHALT EMULSION AT A RATE OF 400 GAL / ACRE.

MAINTENANCE
RE-FERTILIZE IF GROWTH IS NOT FULLY ADEQUATE. RESEED, RE-FERTILIZE AND MULCH IMMEDIATELY FOLLOWING EROSION OR OTHER DAMAGE.

NOTES & MAINTENANCE:

1. ENTRANCE(S) SHALL BE LOCATED TO PROVIDE MAXIMUM UTILITY BY ALL CONSTRUCTION VEHICLES.
2. TURNING RADIUS SUFFICIENT TO ACCOMMODATE LARGE TRUCKS IS TO BE PROVIDED.
3. MUST BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR DIRECT FLOW OF MUD ONTO STREETS. PERIODIC TOPDRESSING WITH 2" STONE WILL BE NECESSARY. CONTRACTOR SHALL MAINTAIN AS NECESSARY.
4. ANY MATERIAL WHICH STILL MAKES IT ONTO THE ROAD MUST BE CLEANED UP IMMEDIATELY.
5. FREQUENT CHECKS OF THE ENTRANCE(S) AND TIMELY MAINTENANCE SHALL BE PROVIDED.
6. NOTES ARE APPLICABLE AT ALL POINTS OF INGRESS AND EGRESS UNTIL SITE IS STABILIZED.

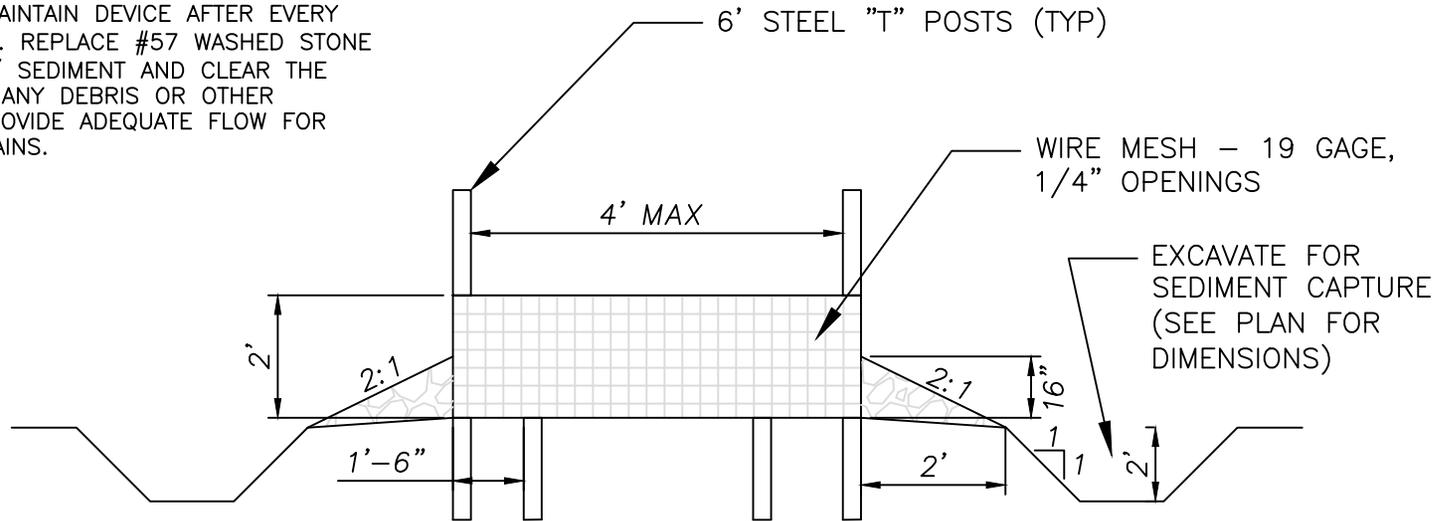




PLAN

NOTES:

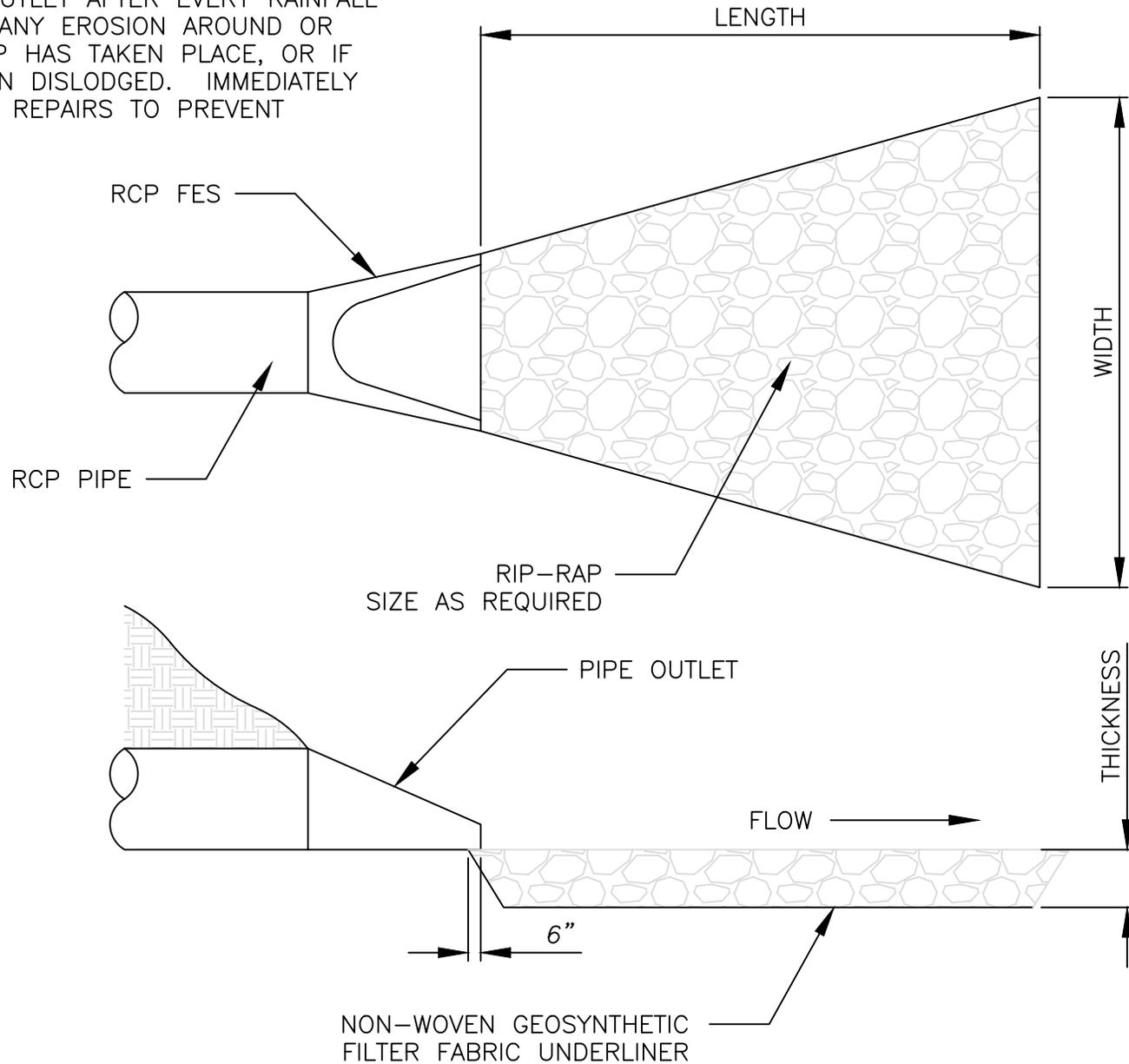
1. FRAMES AND GRATES TO REMAIN OFF INLET STRUCTURES WHILE INLET PROTECTION IS IN PLACE.
2. INSPECT AND MAINTAIN DEVICE AFTER EVERY RAINFALL EVENT. REPLACE #57 WASHED STONE IF IT CLOGS W/ SEDIMENT AND CLEAR THE MESH WIRE OF ANY DEBRIS OR OTHER OBJECTS TO PROVIDE ADEQUATE FLOW FOR SUBSEQUENT RAINS.



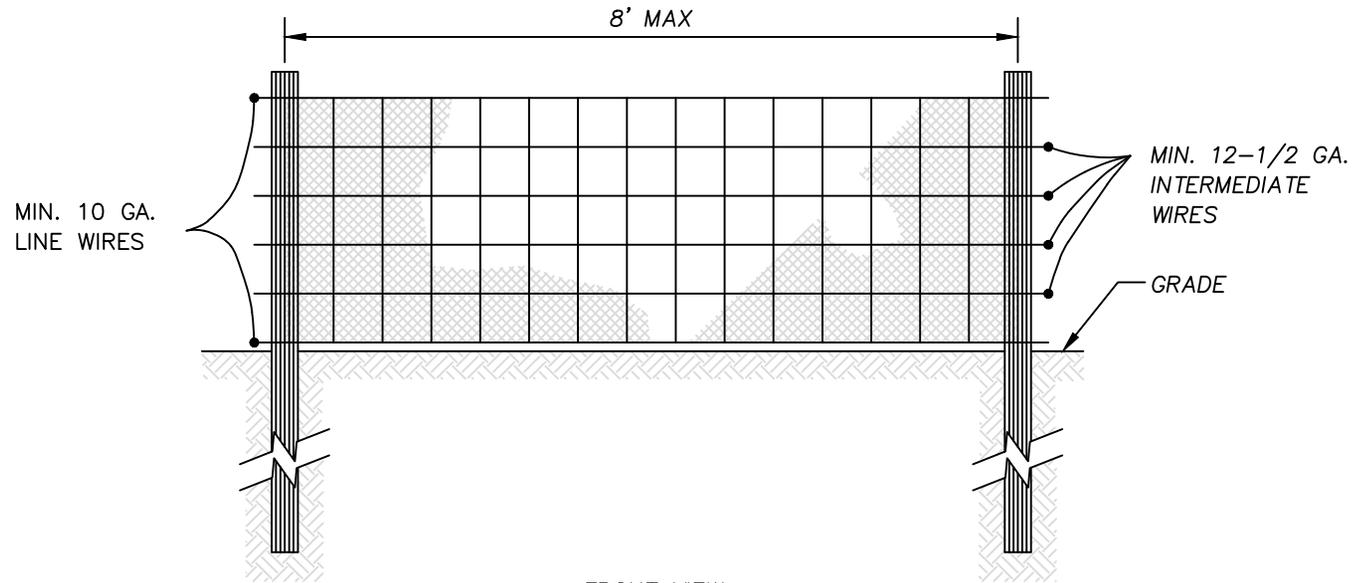
SECTION A-A

NOTES AND MAINTENANCE:

1. MINIMUM LENGTH, WIDTH AND STONE DIAMETER TO BE DETERMINED BY DESIGN CRITERIA.
2. INSPECT RIPRAP OUTLET AFTER EVERY RAINFALL EVENT TO SEE IF ANY EROSION AROUND OR BELOW THE RIPRAP HAS TAKEN PLACE, OR IF STONES HAVE BEEN DISLODGED. IMMEDIATELY MAKE ALL NEEDED REPAIRS TO PREVENT FURTHER DAMAGE.



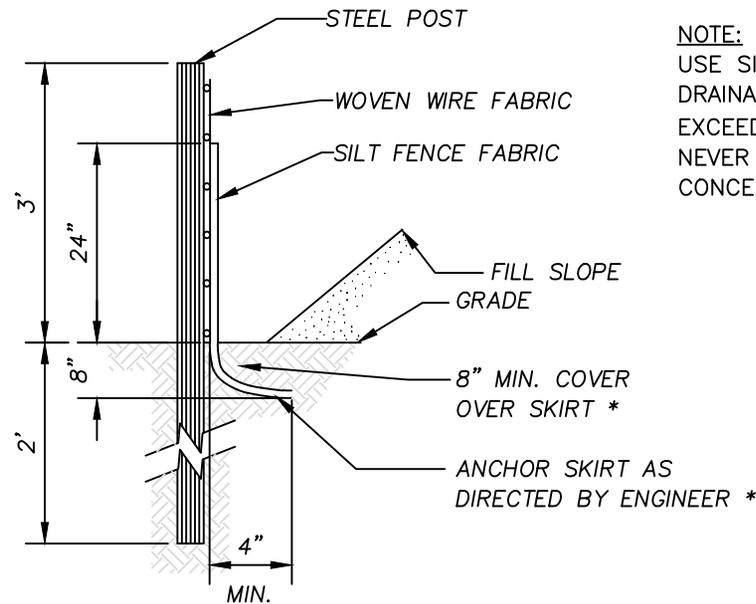
NOT TO SCALE
DATE: OCTOBER 2020



FRONT VIEW

NOTES & MAINTENANCE:

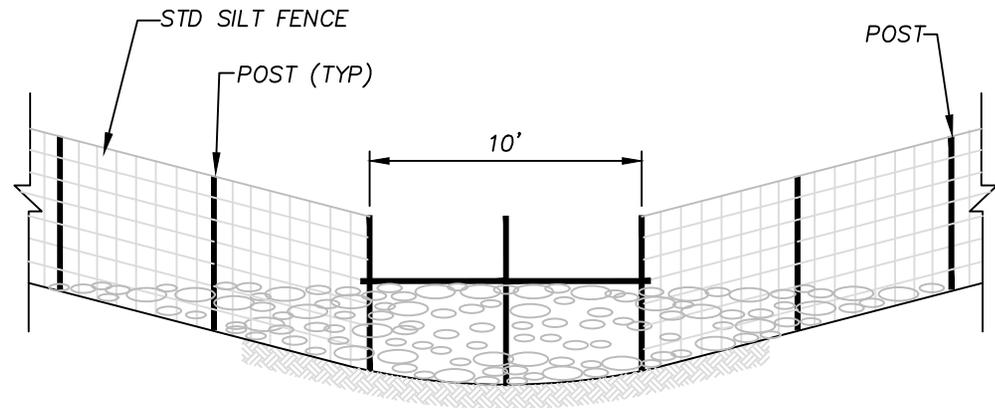
1. INSPECT SEDIMENT FENCES AT LEAST ONCE A WEEK AND AFTER EACH RAINFALL. MAKE ANY REQUIRED REPAIRS IMMEDIATELY.
2. SHOULD THE FABRIC OF A SEDIMENT FENCE COLLAPSE, TEAR, DECOMPOSE OR BECOME INEFFECTIVE, REPLACE IT PROMPTLY.
3. REMOVE SEDIMENT DEPOSITS AS NECESSARY TO PROVIDE ADEQUATE STORAGE VOLUME FOR THE NEXT RAIN AND REDUCE PRESSURE ON THE FENCE. TAKE CARE TO AVOID UNDERMINING THE FENCE DURING CLEANOUT.
4. REMOVE ALL FENCING MATERIALS AND UNSTABLE SEDIMENT DEPOSITS AND BRING THE AREA TO GRADE AND STABILIZE IT AFTER THE CONTRIBUTING DRAINAGE AREA HAS BEEN PROPERLY STABILIZED.
5. REMOVE SEDIMENT DEEPER THAN 12".
6. FOR REPAIR OF SILT FENCE FAILURES, USE No. 57 WASHED STONE. FOR ANCHOR WHEN SILT FENCE IS PROTECTING CATCH BASIN.



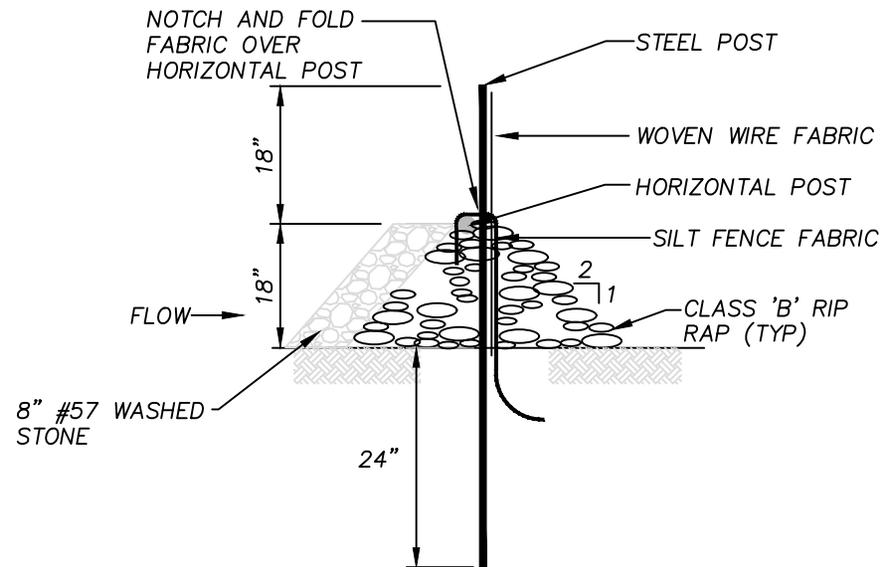
NOTE:

USE SILT FENCE ONLY WHEN DRAINAGE AREA DOES NOT EXCEED 1/4 ACRE AND NEVER IN AREAS OF CONCENTRATED FLOW.

SIDE VIEW



ELEVATION



SECTION

NOTES & MAINTENANCE

1. INSTALL SILT FENCE PER STD. SILT FENCE DETAIL.
2. INSPECT REINFORCED SILT FENCE OUTLETS AT LEAST ONCE A WEEK AND AFTER EACH RAINFALL. MAKE ANY REQUIRED REPAIRS IMMEDIATELY.
3. REMOVE SEDIMENT DEPOSITS AS NECESSARY TO PROVIDE ADEQUATE STORAGE VOLUME FOR THE NEXT RAIN AND TO ENSURE STONE FILTER IS FUNCTIONING PROPERLY.
4. LOCATE REINFORCED OUTLET AT LOW POINTS OF SILT FENCE.
5. REMOVE RIP RAP STONE CAREFULLY AND ENSURE SILT FENCE IS NOT TORN. REPLACE ANY TORN SECTIONS.

CHAPTER 9 CERTIFICATIONS, FORMS, AND PERMITS

Certifications

DESIGN CERTIFICATION REQUIREMENTS AND DEVIATIONS REQUEST
STORM DRAINAGE AS-BUILT CERTIFICATION
STORMWATER CONTROL MEASURE (SCM) CERTIFICATION

Permits

CONSTRUCTION ON TOWN RIGHT-OF-WAY
FINANCIAL RESPONSIBILITY/OWNERSHIP FORM
APPLICATION FOR MINOR SEDIMENTATION & EROSION CONTROL PLAN
EROSION COMPLIANCE FORM
INSTALLATION OF WATER/SEWER SERVICE APPLICATION

Forms

PAVEMENT COORDINATION MEETING REQUEST CHECKLIST
UTILITY CLOSEOUT DOCUMENTATION SUBMITTAL CHECKLIST
ENGINEERING SITE PLAN CLOSEOUT DOCUMENTATION SUBMITTAL CHECKLIST

DESIGN CERTIFICATION REQUIREMENTS AND DEVIATIONS REQUEST

The Town of Southern Pines Engineering and Construction Standards contained herein are to be utilized as a minimum standard for construction within the jurisdiction of the Town of Southern. The purpose of these specifications is to present typical standards for typical conditions encountered. This manual may also be subject to periodic change by the Town. It is not the intent of these standard specifications and details to relieve the Owner of any responsibility for the correct adaptation of these standards to the actual site conditions encountered on any project. The Owner's engineer preparing detailed drawings for a specific project must review the applicable portions of these specifications and details and satisfy himself or herself that these minimum standards will function correctly for the Owner's project. There may be circumstances in which the Owner's engineer will wish to increase the material strengths, stone bedding requirements, reinforcing, etc. In situations where these modifications occur, the Town shall be consulted regarding these proposed changes prior to plan submittal to the Town. This will help insure that plan review takes a minimum amount of time. To ensure good engineering design, the Town may occasionally require more stringent standards than those presented herein. Where the Owner and/or their engineer believes that conformance with this manual would create an unreasonable hardship or where an alternative design may be more appropriate, those items must be submitted to the Town for written authorization from the Town Engineer, or designee prior to inclusion on construction documents presented for review by the Town. In addition, any proposed deviations from these specifications must be listed below and clearly shown on the construction drawings. All deviations will be subject to approval by the Town Engineer, or designee. Any proposed exceptions or deviations from either the standards are listed below: (The professional engineer shall then list such deviations).

1. _____
2. _____
3. _____

Signature & Seal of Professional Engineer

Owner's Printed Name, Title, and Company Name

Owner's Signature

Date

STORM DRAINAGE CONVEYANCE SYSTEM CERTIFICATION

As-Built Certification

I, _____, attest that this certification, for the _____ Project, has been reviewed by me and is accurate, complete and consistent with the information supplied in the plans, specifications, engineering calculations, and all other supporting documentation to the best of my knowledge. I further attest that to the best of my knowledge the Storm Drainage As-Built Plans have been prepared based on an accurate account of the stormwater piping and appurtenances installed during construction and any deviations from the approved construction plans shall not adversely impact the drainage system, discharge points, and/or adjacent properties analyzed during the approval process of the construction plans. Although other professionals may have developed certain portions of this submittal package, inclusion of these materials under my signature and seal signifies that I have reviewed this material and have judged it to be consistent with the proposed design.

SEAL:

(Date)

(Signature)

Engineer:
Firm:
Firm License #:
Address:

STORMWATER CONTROL MEASURE (SCM) CERTIFICATION

As-Built Certification

I, _____, attest that this certification, for the _____ Project, has been reviewed by me and is accurate, complete and consistent with the information supplied in the plans, specifications, engineering calculations, and all other supporting documentation to the best of my knowledge. I further attest that to the best of my knowledge the As-Built Plans have been prepared based on an accurate account of the SCM and appurtenances installed during construction and any deviations from the approved construction plans were analyzed and verified to not adversely impact the performance of the SCM during the approval process of the construction plans. Although other professionals may have developed certain portions of this submittal package, inclusion of these materials under my signature and seal signifies that I have reviewed this material and have judged it to be consistent with the proposed design.

SEAL:

(Date)

(Signature)

Engineer:
Firm:
Firm License #:
Address:



Construction on Town Right-Of-Way

PERMIT VOID IF WORK NOT BEGUN WITHIN 30 DAYS OF APPROVAL

Call Before you Dig-NC811---800.632.4949

Site Address: _____

Applicant Information

Name: _____

Address: _____

Phone #: _____

Email: _____

Property Owner

Name: _____

Address: _____

Phone #: _____

Email: _____

Contractor Information

Name: _____

Address: _____

Phone #: _____

Email: _____

DESCRIPTION OF WORK (check all that apply)

- Checkboxes for: Pavement Cut Driveway, Storm Drainage, Tree Removal in R/W, Sidewalk, Driveway Pipe Installation by Town of Southern Pines, Other.

Description: Attach a separate lot drawing depicting location of driveway, home and any trees proposed to be removed within the Town right-of-way. Include dimensions of driveway and distance from site features such as trees or property lines:

*Note: Applicant shall physically mark the driveway location on the lot using paint, flags, stakes, or similar prior to submitting this form for review. Provide picture-showing location as marked.

Applicant Signature: _____ Date: _____

Approved By: _____ Date: _____

Applicant must contact the Town of Southern Pines to perform a driveway inspection prior to certificate of occupancy failure to arrange for an inspection from the Town could result in applicant being responsible for reinstalling the driveway.

INITIAL INSPECTION APPROVALS

Inspection request Date: _____

Inspection Date: _____

By: _____

Comments:

- | | |
|---|--|
| <input type="checkbox"/> Driveway Pipe Required ; See APP. B of the UDO | <input type="checkbox"/> Tree Removal Permit Required |
| <input type="checkbox"/> No Pipe Required | <input type="checkbox"/> Install Per Approved Site Plan |
| <input type="checkbox"/> NCDOT Road, Contact NCDOT at 910-944-7621 | <input type="checkbox"/> Invoice Paid |
| <input type="checkbox"/> Private Road, Contact owner of road for approval | <input type="checkbox"/> Install 6" Thick Sidewalk through Drive |

FINAL INSPECTION APPROVALS

Inspection request Date: _____

Inspection Date: _____

By: _____

Comments:

- | | |
|---|---|
| <input type="checkbox"/> Installed Per Approved Plans | <input type="checkbox"/> Re-inspection Required Date: _____ |
| <input type="checkbox"/> Installed Incorrectly, Reinstall per Plans | |

The Property owner accepts responsibility for any repair and or replacement of new infrastructure for one year from the date of Certificate of Occupancy. Failure to repair damage within 30 day of Town notice will result in necessary work being completed and then billed to property owner.



**FINANCIAL RESPONSIBILITY/OWNERSHIP FORM
SEDIMENTATION POLLUTION CONTROL ACT**

Public Works Department
140 Memorial Park Court
Southern Pines, NC 28387
Telephone: 910-692-1983 Fax: 910-692-1085

No person may initiate any land-disturbing activity greater than 30,000 sq. ft. as covered by the Town's Code of Ordinances before this form and an acceptable erosion and sedimentation control plan have been completed and approved by the Town of Southern Pines and the Land Quality Section, NC. Department of Environmental Quality. (Please type or print and, if the question is not applicable or information unavailable, place N/A in the blank.)

Part A.

1. Project Name _____
2. Location of land-disturbing activity: Highway/Street/Address: _____
Latitude _____ Longitude _____ County **Moore** City _____
3. Approximate date land-disturbing activity will commence: _____
4. Percent Impervious: _____
4. Purpose of development (residential, commercial, industrial, institutional, etc.): _____
5. Total acreage disturbed or uncovered (**including off-site borrow and waste areas**): _____
6. Amount of fee enclosed: \$ _____
The application fee of \$300.00 per acre plus \$150.00 for each additional acre, or part thereof, and is assessed without a ceiling amount. Any substantial revision to a previously approved, active plan is \$50 per acre, or part thereof.
7. Has an erosion and sediment control plan been filed? Yes _____ No _____ Enclosed _____
8. Person to contact should erosion and sediment control issues arise during land-disturbing activity:
Name _____ E-mail Address _____
Telephone _____ Cell # _____ Fax # _____
9. Landowner(s) of Record (attach accompanied page to list additional owners):

Name Telephone Fax Number

Current Mailing Address Current Street Address

City State Zip City State Zip

10. Deed Book No. _____ Page No. _____ **Provide a copy of the most current deed.**

Part B.

1. Person (s), Company (ies) or firm(s) who are financially responsible for the land-disturbing activity (**Provide a comprehensive list of all responsible parties on an attached sheet.**) *If the company or firm is a sole proprietorship the name of the owner or manager may be listed as the financially responsible party.*

_____	_____				
Name	E-mail Address				
_____	_____				
Current Mailing Address	Current Street Address				
_____	_____				
City	State	Zip	City	State	Zip
_____	_____	_____	_____	_____	_____
Telephone	_____		Fax Number	_____	

2. (a) If the Financially Responsible Party is not a resident of North Carolina, give name and street address of the designated North Carolina Agent:

_____	_____				
Name	E-mail Address				
_____	_____				
Current Mailing Address	Current Street Address				
_____	_____				
City	State	Zip	City	State	Zip
_____	_____	_____	_____	_____	_____
Telephone	_____		Fax Number	_____	

(b) If the Financially Responsible Party is a Partnership or other person engaging in business under an assumed name, **attach a copy of the Certificate of Assumed Name.** If the Financially Responsible Party is a Corporation, give name and street address of the Registered Agent:

_____	_____				
Name of Registered Agent	E-mail Address				
_____	_____				
Current Mailing Address	Current Street Address				
_____	_____				
City	State	Zip	City	State	Zip
_____	_____	_____	_____	_____	_____
Telephone	_____		Fax Number	_____	

The above information is true and correct to the best of my knowledge and belief and was provided by me under oath (This form must be signed by the Financially Responsible Person if an individual or his attorney-in-fact, or if not an individual, by an officer, director, partner, or registered agent with the authority to execute instruments for the Financially Responsible Person). I agree to provide corrected information should there be any change in the information provided herein.

Type or print name Title or Authority

Signature Date

I, _____, a Notary Public of the County of _____

State of North Carolina, hereby certify that _____ appeared personally before me this day and being duly sworn acknowledged that the above form was executed by him.

Witness my hand and notarial seal, this _____ day of _____, 20_____

Seal

Notary

My commission expires _____

FOR TOWN USE ONLY:
Covered by 5/70 Provision: Yes No

REVISED: December 17, 2020



Application for Minor Sedimentation & Erosion Control Plan Approval

Projects that will disturb less than 30,000 square feet of but are part of a larger Common Plan of Development in which the total disturbance will exceed 30,000 square feet.

I. PROPERTY INFORMATION

1. Project Name: _____
2. Project Description: _____
3. Address: _____
5. Pin #: _____ 6. Recorded: Book of Maps No. _____ Page No. _____
7. River Basin: _____ (Cape Fear/Lumber)
8. Watershed Classification: _____ (WS-III, HQW, etc) use [NCDEQ Stormwater Maps & GIS Resources](#)
9. Total area to be disturbed in acres: _____
10. Lot Number(s) _____
11. Total Number of Lots _____

II. DOCUMENTS SUBMITTED TO TOWN PERMITTING PORTAL:

Copy of this application _____ Erosion Control Site Plans _____ (standard plan or custom plan)

Lot Plan _____ (Recorded Plat or Plot Plan showing lots)

Checklist _____ S&E Calculations _____ Proof of Ownership/Consent Letter _____

Signed and notarized Financial Responsibility/Ownership Form: _____

III. GENERAL INFORMATION

1. **Property Owner** (s) (specify the name of the corporation, individual, etc., who owns the property):

Name: _____
Street Address: _____
Mailing Address: _____
E-Mail Address: _____
Phone#: (____) _____ Cell#: (____) _____ Fax#: (____) _____

2. **Applicant*** (Person to whom all correspondence will be sent):

Name: _____
Firm/other: _____
Street Address: _____
Mailing Address: _____
E-Mail Address: _____
Phone#: (____) _____ Cell#: (____) _____ Fax#: (____) _____
Relationship to Owner: _____

**If not a resident of North Carolina, a North Carolina agent must be designated for the purpose of receiving correspondences.*

IV. APPLICANT'S CERTIFICATION

PRINT NAME _____

SIGNATURE _____ **DATE** _____

OWNER/PERSON FINANCIALLY RESPONSIBLE



Town of Southern Pines
Soil Erosion and Sedimentation Control – Compliance Form

Tracts Less than Thirty-Thousand Square Feet (30,000 SF) Residential and Commercial
 and Not Part of a Larger Common Plan of Development

This compliance form shall be prominently displayed at the primary entrance to the site of the land disturbing activity
 Before construction begins and remain until construction is complete.

PROPERTY ADDRESS: _____ PIN: _____

NAME OF SUBDIVISION: _____ LOT #: _____

NAME OF PROPERTY OWNER: _____

ADDRESS OF PROPERTY OWNER: _____

NAME OF CONSTRUCTION COMPANY: _____

NAME OF CONSTRUCTION MANAGER: _____

COMPANY TELEPHONE: _____ Email: _____

PROPOSED START DATE OF CONSTRUCTION: _____

<p>PLEASE READ THE BACK SIDE BEFORE COMPLETING.</p> <p>Choose one of the following approaches:</p> <p><input type="checkbox"/> The most appropriate option from the back of this form is option _____ or a combination of options _____ and _____.</p> <p>The sediment control plan is as drawn in the space to the right or is attached.</p>	<p>EROSION CONTROL PLAN</p>
<p>Describe the purpose of the proposed construction activity</p>	

THE UNDERSIGNED HEREBY CERTIFIES THAT HE/SHE HAS READ THE INFORMATION ON THE BACK OF THIS FORM AND IS AWARE OF THE STATED REQUIREMENTS OF THE SOIL EROSION AND SEDIMENTATION CONTROL CHAPTER. THE OWNER MUST COMPLY WITH THE PROVISIONS OF THE CHAPTER.

Erosion Control Compliance approval does not grant permission to remove ANY TREES with-in street right of ways of the TOWN. Contact the ToSP Building and Grounds Dept. at 910-692-4863 for removal procedures of trees within the R-O-W. Property Owner is to contact US Fish and Wildlife Services at 910-695-3323 to determine compliance with all rules and regulations regarding Red-cockaded Woodpeckers.

PROPERTY OWNER'S SIGNATURE PRINT NAME Date

FOR OFFICE USE ONLY:

Exempt from installation of ESC measures. **REASON:** _____

An Erosion Control Plan Approval is required. **REASON:** _____

An Existing driveway will be used as the Temporary Construction Entrance.

A Town driveway permit is required to construct the proposed Temporary Construction Entrance.

Install Temporary Gravel Construction Entrance in accordance with Town detail attached and as indicated above

Install Silt Fencing in accordance with Town detail attached and as indicated above.

Call Town of Southern Pines Construction Inspector for compliance 48 hours prior to start of work for inspection of measures.

Groundcover on all slopes shall be established within 21 days of completion of any phase of construction. Upon completion of any phase of construction permanent groundcover shall be established within 15 working days or 90 calendar days; or 15 working days or 60 calendar days for property located within High Quality Water Zone.

Within a Red-cockaded Woodpecker cluster - Advise OWNERS to contact US Fish and Wildlife.

Soil Erosion and Sedimentation Control PLAN OPTIONS

The Town of Southern Pines Soil Erosion and Sedimentation Control Chapter requires that the minimum erosion control measures, as outlined in Section 154.07 (A), be installed when the disturbed area on a tract of land is less than thirty-thousand square feet (30,000 SF), *unless otherwise exempt from installation of measures/devices or ESC Plan Approval is required.* Furthermore, no person shall initiate any land-disturbing activity on a tract if more than thirty-thousand square feet (30,000 SF) is to be uncovered unless, thirty (30) days or more prior to initiating the activity; a Plan for such activity is filed with and approved by the Town. Failure to install and/or maintain erosion control measures/devices may result in penalties of up to \$5,000.00 per day.

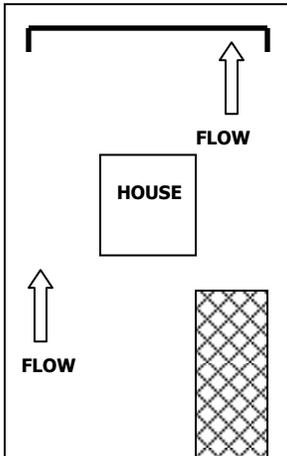
INSTRUCTIONS:

Identify One or Any Combination of Letters for the Schematic That Best Describes the Erosion Control Measures That Will be Used at Your Site During Construction.

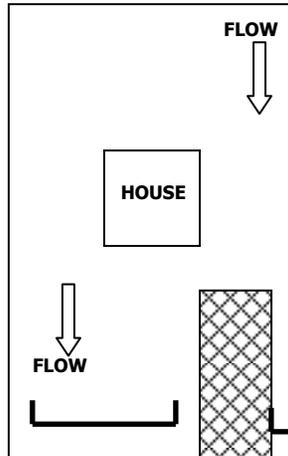
LEGEND:

- SILT FENCE
- ▨ CONSTRUCTION ENTRANCE
- ➡ DIRECTION OF FLOW (POINT DOWNHILL)

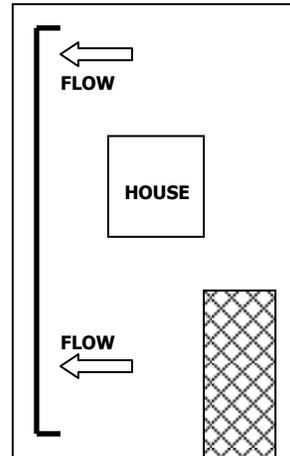
A. Flow to the Rear



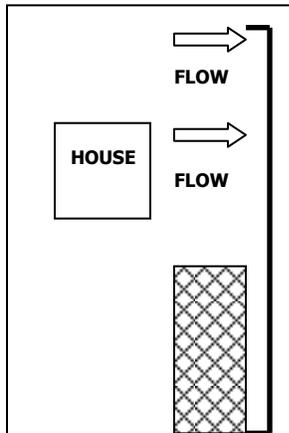
B. Flow to the Front



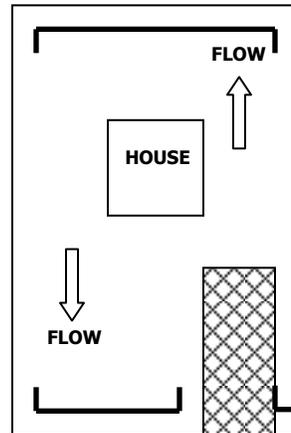
C. Flow to the Left



D. Flow to the Right



E. Flow to the Front & Rear



REVISED: 6-2013



SOIL EROSION and SEDIMENTATION CONTROL

COMPLIANCE FORM

(Tracts less than thirty-thousand square feet (30000 SF) land disturbance) Residential and Commercial

Not Part of a Larger Common Plan of Development

(A) Minimum Erosion Control Measures Required, Unless Otherwise Approved.

The approved and minimum required erosion control measures to be placed on an individual residential or commercial construction site that is less than thirty-thousand square feet (30,000 SF) in surface area are:

- (1) A construction entrance,
- (2) Silt fencing on all lower elevation perimeters, and
- (3) Established groundcover.

The site must comply with the Town's Soil Erosion and Sedimentation Control Chapter by installing and maintaining all required controls measures as indicated on permit approval.

The only land disturbing activity to take place before the erosion control measures are completed is the cutting of trees and/or vegetation necessary to install the erosion control measures and/or devices.

If it is determined that: a significant risk of accelerated erosion exist; off-site sedimentation may occur as a result of the land-disturbing activity; and/or other conditions exist that require the preparation and approval of a Plan and that a grading permit be secured for land-disturbing activity of areas less than thirty-thousand square feet (30,000 SF), the Compliance Form is not valid.

(B) Compliance Procedure.

The property owner shall notify the Town of Southern Pines Construction Inspector to schedule an inspection of the ESC measures required. If the erosion control measures are not installed by the scheduled footing inspection and/or the Construction Inspector observes any erosion control problems on the site, including, but not limited to, failure to install erosion control measures, a written Notice of Violation will be issued in accordance with Section 154.17 (C). The footing inspection or any subsequent inspection approval will not be rendered until all control measures are in place and functioning.

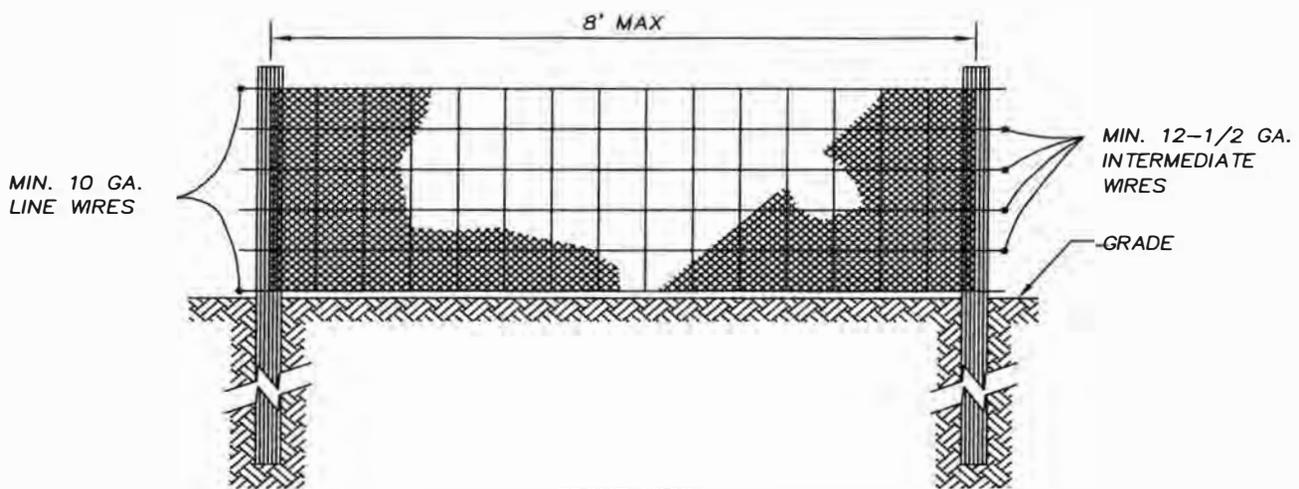
(C) Final Inspections.

When all construction on the project is complete, call the Construction Inspector to schedule an inspection. The inspection will evaluate the site and all permanent erosion control features and off-site impacts to other properties, if applicable. If found to be in compliance, the Building Inspector will be advised, giving approval for the Certificate of Occupancy.

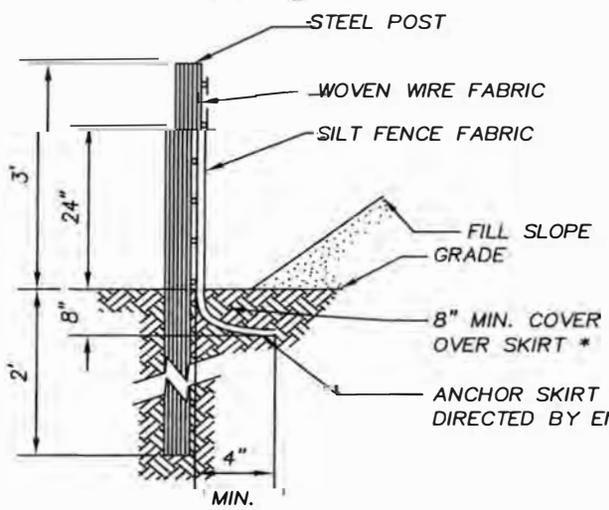
A Soil Erosion and Sedimentation Control Compliance Form, indicating the minimum control measures to be installed at the site, must be completed before a building permit can be issued, unless otherwise approved.

APPROVAL PROCESS:

- 1. Obtain an ESC Compliance Form, along with other application forms such as Water and/or Sewer Service and Driveway Permit, at Town offices or web site www.southernpines.net.
- 2. Complete and submit to the Town through the On-line Permitting Portal.
- 3. The Public Works Department will review / approve / comment on the application.
- 4. The approved ESC Compliance Form will be returned to the applicant or construction manager.
- 5. The Building Permit holder shall prominently display the approved ESC Compliance Form at the entrance to the construction site until the project is complete.
- 6. Attachments:
 - * ESC Compliance Form.
 - * Construction Details for installation of Temporary Construction Entrance & Temporary Silt Fence.



FRONT VIEW



SIDE VIEW

NOTE:
USE SILT FENCE ONLY WHEN DRAINAGE AREA DOES NOT EXCEED 1/4 ACRE AND NEVER IN AREAS OF CONCENTRATED FLOW.

* FOR REPAIR OF SILT FENCE FAILURES, USE No. 57 WASHED STONE. FOR ANCHOR WHEN SILT FENCE IS PROTECTING CATCH BASIN.

NOTES & MAINTENANCE:

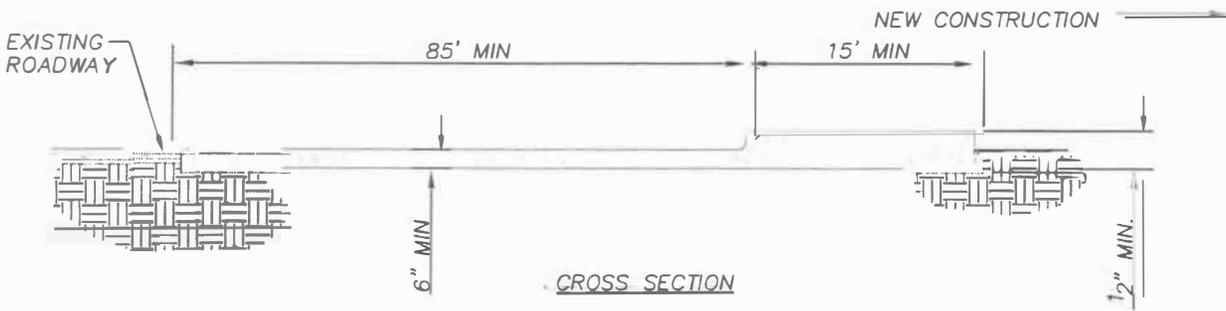
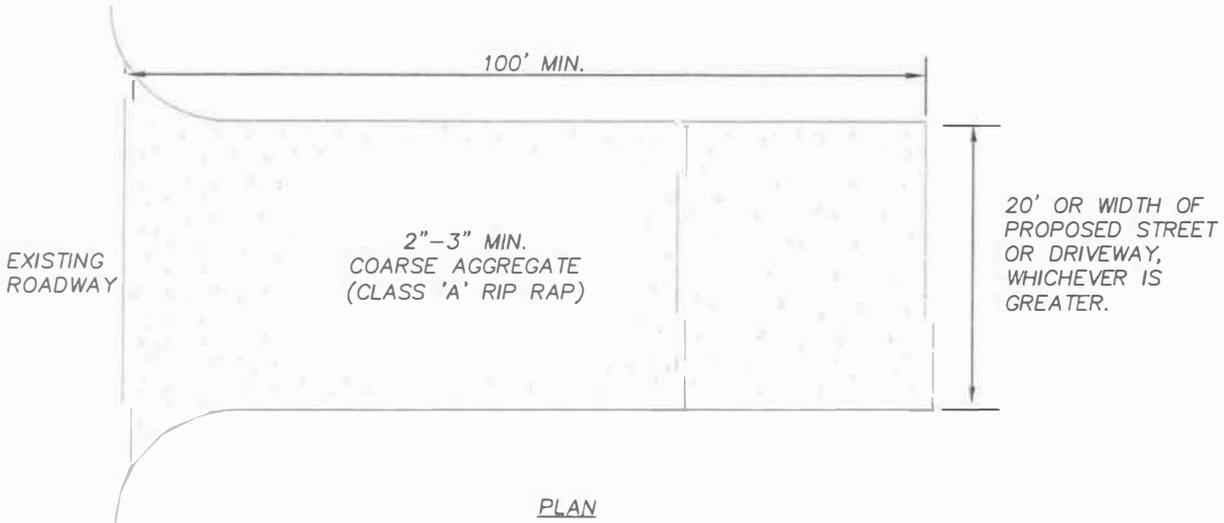
1. INSPECT SEDIMENT FENCES AT LEAST ONCE A WEEK AND AFTER EACH RAINFALL. MAKE ANY REQUIRED REPAIRS IMMEDIATELY.
2. SHOULD THE FABRIC OF A SEDIMENT FENCE COLLAPSE, TEAR, DECOMPOSE OR BECOME INEFFECTIVE, REPLACE IT PROMPTLY.
3. REMOVE SEDIMENT DEPOSITS AS NECESSARY TO PROVIDE ADEQUATE STORAGE VOLUME FOR THE NEXT RAIN AND REDUCE PRESSURE ON THE FENCE. TAKE CARE TO AVOID UNDERMINING THE FENCE DURING CLEANOUT.
4. REMOVE ALL FENCING MATERIALS AND UNSTABLE SEDIMENT DEPOSITS AND BRING THE AREA TO GRADE AND STABILIZE IT AFTER THE CONTRIBUTING DRAINAGE AREA HAS BEEN PROPERLY STABILIZED.
5. REMOVE SEDIMENT DEEPER THAN 12".

NOT TO SCALE

TOWN OF SOUTHERN PINES	TEMPORARY SILT FENCE DETAIL	E-6
DATE: JANUARY 2009		

NOTES & MAINTENANCE:

1. ENTRANCE(S) SHALL BE LOCATED TO PROVIDE MAXIMUM UTILITY BY ALL CONSTRUCTION VEHICLES.
2. TURNING RADIUS SUFFICIENT TO ACCOMMODATE LARGE TRUCKS IS TO BE PROVIDED.
3. MUST BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR DIRECT FLOW OF MUD ONTO STREETS. PERIODIC TOPDRESSING WITH 2" STONE WILL BE NECESSARY. CONTRACTOR SHALL MAINTAIN AS NECESSARY.
4. ANY MATERIAL WHICH STILL MAKES IT ONTO THE ROAD MUST BE CLEANED UP IMMEDIATELY.
5. FREQUENT CHECKS OF THE ENTRANCE(S) AND TIMELY MAINTENANCE SHALL BE PROVIDED.
6. NOTES ARE APPLICABLE AT ALL POINTS OF INGRESS AND EGRESS UNTIL SITE IS STABILIZED.



NOT TO SCALE

TOWN OF SOUTHERN PINES

DATE: JANUARY 2009

TEMPORARY GRAVEL CONSTRUCTION
ENTRANCE DETAIL

E-3



Installation of Water / Sewer Service Permit Application

Applicant Name: _____ Phone: _____ / PIN: _____
 E-mail: _____
 Service Address: _____ City: _____

Type of Account

- | | | | | | |
|---|-------------------------------------|-------------------------------|-----------------------------|---------------------------------|-----------------------------|
| <input type="checkbox"/> Single Family Detached | <input type="checkbox"/> Water | <input type="checkbox"/> 3/4" | <input type="checkbox"/> 1" | <input type="checkbox"/> 1-1/2" | <input type="checkbox"/> 2" |
| <input type="checkbox"/> Multi-Family | <input type="checkbox"/> Sewer | <input type="checkbox"/> 4" | <input type="checkbox"/> 6" | | |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Irrigation | <input type="checkbox"/> 3/4" | <input type="checkbox"/> 1" | <input type="checkbox"/> 1-1/2" | <input type="checkbox"/> 2" |
| <input type="checkbox"/> Other | <input type="checkbox"/> Other | _____ | | | |

OFFICE USE

Date Paid _____	In Town <input type="checkbox"/> Yes <input type="checkbox"/> No	_____	\$ _____
Account # _____		_____	\$ _____
Work Order # _____		_____	\$ _____
Route & Sequence # _____		_____	\$ _____
		_____	\$ _____
		_____	\$ _____
			TOTAL AMOUNT PAID \$ _____

	<u>WATER</u>	<u>SEWER</u>	<u>IRRIGATION</u>	<u>FIRE CONTROL</u>	<u>MC SEWER</u>
			<u>WATER</u>	<u>WATER</u>	
Service Available	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Pre-Installed	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Size	_____ "	_____ "	_____ "	_____ "	
Tap Fee	\$ _____	\$ _____	\$ _____	\$ _____	*Backflow Preventer required - see memo <input type="checkbox"/> Yes <input type="checkbox"/> No
System Development Fee	\$ _____	\$ _____	\$ _____	\$ _____	
Street Cut	\$ _____	\$ _____	\$ _____	\$ _____	
Sub Totals	\$ _____	\$ _____	\$ _____	\$ _____	
Total	\$ _____				

Fee schedules are updated annually, October 1st, according to CPI-U. Applications are subject to current fees at time of payment

Delinquent Water Bill Yes No Quoted by _____ (signature) Date Quoted _____

UTILITY BILLING OFFICE
 TOWN OF SOUTHERN PINES
 180 SW BROAD STREET
 SOUTHERN PINES, NORTH CAROLINA 28387

ub@southernpines.net PH: 910-692-2206 FAX: 910-692-1652 www.southernpines.net

Pavement Coordination Meeting Request Checklist

Submittal Date: _____
Submitted By: _____
Project: _____
ZP : _____

The Town of Southern Pines requires that the following information be provided to the Town prior to scheduling a pavement coordination meeting. No asphalt work may occur prior to receipt of the below items and attendance at the meeting. By checking the items below the developer or his/her representative acknowledges that they have provided the follow documentation. If an item is not applicable mark as such:

- 1. Geotechnical reports with testing results from compaction testing
 - Road subgrade 1 test group for every 500'
 - Parking subgrade 1 test group for every 10,000 square feet
 - Trenches 1 test group for every 500'
 - Embankment Fill 1 test group for every 10,000 square feet

*A test group shall consist of 1 test for every 2' of fill in the test location

- 2. Geotechnical reports for inspection of subgrade to verify conformance with the asphalt design report.
- 3. Geotechnical reports for stone base compaction and thickness testing. Testing shall be performed at a rate of 1 set of tests/ 500 linear feet with a minimum of three tests.
- 4. Geotechnical reports for subgrade and base proof roll. Proof rolls shall not occur more than 10 days prior to the placement of the associated work.
- 5. Pavement Job Mix Submittals

Owner/Owner's Representative

Printed Name and Title and Company Name

Email address

Signature

Date

Utility Closeout Documentation Submittal Checklist

Submittal Date: _____
Submitted By: _____
Project: _____
ZP : _____

If this is a partial phase then it shall be noted as such. The requested items to be certified with exact lengths and locations shall be noted below (an overall map may be used):

The Town of Southern Pines requires that the following information be provided prior to its acceptance of any public utility or item for a project before those system(s) may be put into service. By checking the items below the developer or his/her representative acknowledges that they have provided the follow documentation. If an item is not applicable mark as such:

1. Hold utility walkthrough with Town Inspector, Town Engineer, and Utility Superintendent and complete all punchlist items.
2. A copy of any required easements and/or plats
3. One (1) Mylar As-built drawing showing: Water lines and appurtenances, Sewer lines and appurtenances. As-Built conditions shall be surveyed by a PLS and certified by the design engineer.
4. As-built information shall be provided for all of the following:
 - o Water lines and appurtenances (including valves, meters and BFP's)
 - o Sewer lines and appurtenances (including cleanouts at the public right of way's or easements)
 - o Public lift stations and force mains---include all independent test results as well as O&M manuals
 - o Storm drain systems and appurtenances
 - o All items including sidewalks, landscaping, street lights, etc. within 10' of the utility lines
5. A CD/USB memory stick or email to the Town GIS department (email from: _____ dated: _____ containing the GIS information in a comma delimited text file that contains survey points with the following data:
 - o Point #
 - o X (even if assumed)
 - o Y (even if assumed)
 - o Elevation (even if assumed)
 - o Point description (MH, CB, DI, WM, HYD, GV, etc.)
 - o Depth of manhole
 - o Depth to pipe for manholes or other features
 - o Material type
 - o Tie point (a point on a nearby street intersection, existing hydrant, existing manhole, property corner, etc.)

6. PDF file of As-built drawings & final construction drawings
7. DWG file of As-built drawing (Non-Civil 3D)
8. PDF file with all contact information (Engineer, Surveyor, Owner, Developer, etc.)
9. Provide Hydrant flow test documentation from a Registered Professional that states the fire flow meets design criteria as presented by original fire flow calculations. A table showing the design flow vs. actual flow shall be provided for each node.
10. Water line testing documentation
11. Sewer line testing documentation
12. Geotechnical reports for trench backfill.
13. Utility Electronic Location Testing Results.
14. Electronic copy of CCTV of all sewer lines
15. Engineer's Certification(s) water
16. Engineer's Certification(s) sewer
17. A copy of the official well and/or septic abandonment letter
18. Back flow preventer test result submitted to town and to the company below:
BSI Online
PH: 1-800-414-4990
FAX: 1-888-414-4990
EMAIL: bsionline@backflow.com
19. No New Food Service Establishments will be allowed to initiate operations until grease handling facilities are installed and approved by the Town Engineer. Written records are to be maintained and sent to Public Works. Contact the Town of Southern Pines Public Works to obtain Registration Form and Documentation. (1989 Code, § 50.59) (Ord. passed 3-13-1984; Am. Ord. 209, passed 2-12-1991; Am. Ord. passed 9-13-1994; Am. Ord. 1201, passed 4-11-2006; Am. Ord. 1507, passed 6-11-2013)

20. A digital copy (PDF) of all required acceptance package documents.

21. Written warranty letter (1yr) to the Town of Southern Pines for all public utilities.

Owner/Owner's Representative

Printed Name and Title and Company Name

Email address

Signature

Date

Office use:

Confirmation of all documents received.

Reviewer: _____

Engineering Site Plan Closeout Documentation Submittal Checklist

Submittal Date: _____
Submitted By: _____
Project: _____
ZP : _____

If this is a partial phase then it shall be noted as such. The requested items to be certified with exact lengths and locations shall be noted below (an overall map may be used):

The Town of Southern Pines requires that the following information be provided prior to the approval of a Final Plat. By checking the items below the developer or his/her representative acknowledges that they have provided the follow documentation. If an item is not applicable mark as such:

1. Hold final walkthrough with Town Inspector, Town Engineer, Utility Superintendent, and Street Superintendent, and complete all punchlist items.
2. A copy of any required recorded easements and/or plats
3. One (1) Mylar As-built drawing showing: Water lines and appurtenances, Sewer lines and appurtenances, Storm drain lines and appurtenances, street trees, street lights and required landscaping.
4. As-built information shall be provided for all of the following:
 - Water lines and appurtenances (including valves, meters and BFP's)
 - Sewer lines and appurtenances (including cleanout's at the public right of way's or easements)
 - Public lift stations and force mains---include all independent test results as well as O&M manuals
 - Storm drain systems and appurtenances
 - Sidewalks
 - Street lights
 - Street signs
 - Street pavement markings
 - Identify pavement cross section on all streets—Curb& Gutter, ribbon etc.
 - Traffic islands on public streets
 - Gates blocking required Emergency Access
 - Other site specific items as required

5. A CD/USB memory stick or email to the Town GIS department (email from: _____ dated: _____ containing the GIS information in a comma delimited text file, shapefiles, or geodatabase that contains survey points with the following data:
 - o Point #
 - o X (even if assumed)
 - o Y (even if assumed)
 - o Elevation
 - o Point description (MH, CB, DI, WM, HYD, GV, etc.)
 - o Depth of manhole/junction box
 - o Depth to pipe for manholes/junction box or other features
 - o Material type
 - o Tie point (a point on a nearby street intersection, existing hydrant, existing manhole, property corner, etc.)
6. PDF file of As-built drawings & final construction drawings
7. DWG file of As-built drawing (Non-Civil 3D)
8. PDF file with all contact information (Engineer, Surveyor, Owner, Developer, etc.)
9. Provide Hydrant flow test documentation from a Registered Professional that states the fire flow meets design criteria as presented by original fire flow calculations. A table showing the design flow vs. actual flow shall be provided for each node.
10. Documentation of asphalt paving inspections from a third party QMS Roadway Technician.
11. Documentation from a qualified professional stating the fire lanes have been independently tested and that the lanes meet TOSP requirements.
12. Electronic copy of CCTV inspection for all storm lines.
13. Engineer's Certification(s) Stormwater Conveyance
14. Engineer's Certification(s) Stormwater Control Measures
15. Engineer's Certification(s) Roadway
16. Back flow preventer test result submitted to town and to the company below:
 - BSI Online
 - PH: 1-800-414-4990
 - FAX: 1-888-414-4990
 - EMAIL: bsionline@backflow.com

17. Surety (cash, letter of credit, or bond) for outstanding public improvements, if applicable. Surety information to be coordinated through Planning prior to request for final inspection. Surety provide for the following: _____

18. A digital copy (PDF) of all required acceptance package documents.

19. All Federal, State or local Government final approval letter(s) as applicable listed below:

- Water Permit # _____
- Sewer Permit # _____
- Storm Water # _____
- DOT Permit # _____
- _____
- _____

20. Written warranty letter (1yr) to the Town of Southern Pines for all public utilities, streets and street trees. List of warranties below:

-
-
-
-

Owner/Owner's Representative

Printed Name and Title and Company Name

Email address

Signature

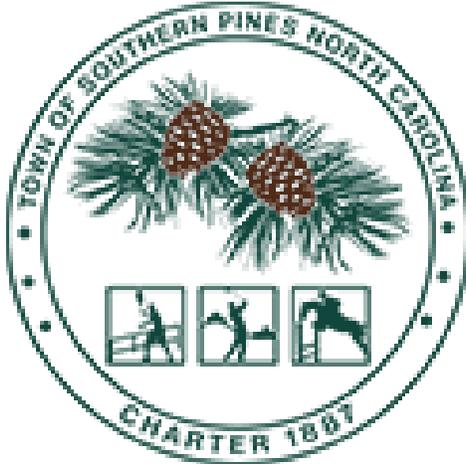
Date

Office use:

Confirmation of all documents received.

Reviewer: _____

APPENDIX C



SOUTHERN PINES

North Carolina

RESERVED FOR FUTURE USE



**PLANNING BOARD
RESOLUTION TO ADOPT A STATEMENT OF CONSISTENCY
FOR ORDINANCE AMENDMENT APPLICATION
OA-04-20**

WHEREAS, Section 160A-383 of the North Carolina General Statutes specifies that the governing board shall, with any ordinance amendment or zoning map amendment decision, approve a statement describing whether the action of the governing board is consistent with the adopted comprehensive plan.

WHEREAS, Section 160A-383 of the North Carolina General Statutes specifies that zoning regulations shall be made in accordance with a comprehensive plan and prior to adopting or rejecting any zoning amendment, the governing board shall adopt one of the following statements, which shall not be subject to judicial review:

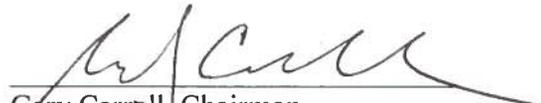
- (1) A statement approving the zoning amendment and describing its consistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest.
- (2) A statement rejecting the zoning amendment and describing its inconsistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest.
- (3) A statement approving the zoning amendment and containing at least all of the following:
 - a. A declaration that the approval is also deemed an amendment to the comprehensive plan. The governing board shall not require any additional request or application for amendment to the comprehensive plan.
 - b. An explanation of the change in conditions the governing board took into account in amending the zoning ordinance to meet the development needs of the community.
 - c. Why the action was reasonable and in the public interest.

WHEREAS, zoning regulations shall be designed to promote the public health, safety, and general welfare. The regulations shall be made with reasonable consideration, among other things, as to the character of the district and its peculiar suitability for particular uses, and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the Town.

WHEREAS, the Planning Board conducted a public hearing on November 19th, 2020 for consideration of ordinance amendment application OA-04-20;

NOW, THEREFORE BE IT RESOLVED that the Planning Board finds and recommends to the Town Council that the requests listed in ordinance amendment application OA-04-20 are reasonable, in the public interest and are consistent with the Town of Southern Pines Comprehensive Plan in that the application is consistent with the purpose of the Comprehensive Plan to provide a guide to local decision makers to help Southern Pines grow and prosper. The UDO, as a derivative of the Comprehensive Plan, is a document that provides detailed standards and regulations to promote the vision, goals, and policies of the Comprehensive Plan. The Comprehensive Plan and the UDO are adopted to directly promote the public interest. The refinements of these UDO standards that are listed in OA-04-20, including adoption of an Engineering and Construction Standards Manual as Appendix B, follow that same purpose and further seek to promote the public interest. The UDO amendments proposed as part of OA-04-20 touch on a variety of topics, all of which are intended to provide greater clarity to ensure equitable enforcement of Town policy and to improve the customer service experience with the UDO, with customers being inclusive of Town boards, staff, developers and citizens. The proposed amendments to the UDO increase the promotion of the public interest as having a clearer and more refined UDO is certainly in the public interest.

ADOPTED this the 19th day of November, 2020.

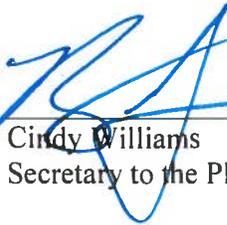


Gary Carroll, Chairman

ATTEST:



BJ Grieve - Planning Director

for 

Cindy Williams
Secretary to the Planning Board



UDO Text Amendment Application

Fee \$1,000.00	Date Received: _____	Case No.: OA-____-____
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Applicant:

Name: James Michel, PE for the Town of Southern Pines

Email: jmichel@southernpines.net Phone: 910-692-1983

Mailing Address: 140 Memorial Park Ct, Southern Pines, NC 28387

TO THE TOWN OF SOUTHERN PINES PLANNING BOARD AND TOWN COUNCIL:

I, the undersigned, do hereby make application to and petition the Planning Board and Town Council to amend the text the Town of Southern Pines Zoning Ordinance based upon Section(s) see attached list of the **Town of Southern Pines Unified Development Ordinance**. The proposed text is as follows:
 See attached

Date: 10/12/2020

James Michel
 Applicant



Public Works Department

180 SW Broad Street
Southern Pines, NC 28387

Phone (910) 692-1983
Fax (910) 692-1085

The Town of Southern Pines Public Works Department has prepared the first draft of the consolidated Engineering and Construction Standards Manual, proposed to be included in the UDO as an appendix. The Manual provides technical specifications used in construction of public improvements; and many of the technical specifications are engineering based standards that are not appropriate for inclusion in the Unified Development Ordinance. The Manual is proposed to replace Appendix B and C with the attached. The following revisions are also being proposed.

1. Several references within the UDO will need to be revised to reference the correct appendix. This are listed below:

- 4.11.10. Street Width, Sidewalk and Drainage Requirements in Subdivisions: (C)**
- 4.11.10. Street Width, Sidewalk and Drainage Requirements in Subdivisions: (D)**
- 4.11.13. Construction Standards and Specifications**
- 4.11.15. Street, Private Drive and Sidewalk Requirements in Unsubdivided Developments (F)**
- 4.14.2. Developments Must Drain Properly (E)**

Revise “Appendix C” to “Appendix D”

4.11.17. Attention to Handicapped in Street and Sidewalk Construction (A)

Add “Appendix C and the”

Wheelchair ramps and depressed curbs shall be constructed in accordance with **Appendix C and the** published standards of the North Carolina Department of Transportation, Division of Highways.

2. The following are minor revisions to correct typographical errors.

Exhibit 4-16: Residential Street Design Standards Street Type: Residential Sub-collector Streets

Revise “Travel Land” to “Travel Lane”

Exhibit 4-16: Residential Street Design Standards Street Type: Residential Collector Streets: 2 – Lanes with Sidewalks without On-Street Parking

Revise “Travel Land” to “Travel Lane”

Exhibit 4-20: Trip Generation Rates

Revise “5,0” to “5.0”

4.14.3. Storm Water Management (B)

Replace “property” with “properly”

3. The following revision is necessary to correspond with the latest AASHTO Street Design standards.

4.11.12. Street Intersections (A)

Revise “sixty (60) degress” to “seventy-five (75) degrees”

Exhibit 1

Development Application	Public Review Process	Recommendation	Final Decision	Appeal	Section/Comments
Pre-Application Conference (required)	---	---	---	---	2.20.2 / Advisory
Neighborhood Meeting (recommended)	---	---	---	---	2.20.3 / Applicant responsibility
Sketch Plat	Quasi-Judicial Hearing	Planning Director	Planning Board	Town Council	2.20.4
Preliminary Plat (includes CUP approval)	Quasi-Judicial Hearing	Planning Board	Town Council	Superior Court	2.20.5
Development Agreement (optional)	Legislative Hearing	Town Manager	Town Council		2.20.8
Final Plat (includes final CUP approval)	---	Planning Director/TRC	Planning Director	Town Council	2.20.9
Conditional Use Permit	Quasi-Judicial Hearing	Planning Board	Town Council	Superior Court	2.21
Variance	Quasi-Judicial Hearing	Planning Director	Board of Adjustment	Superior Court	2.22
Appeals	Quasi-Judicial Hearing	Planning Director	Board of Adjustment	Superior Court	2.23
Vested Rights Determination	Quasi-Judicial Hearing	Planning Director	Town Council	Superior Court	2.24
Development Approval Revocation	Quasi-Judicial Hearing	Planning Director	Planning Board	Town Council	2.25
Architectural Compliance Permit (greater than 3,500 square feet)	---	Planning Director	Town Council/ Planning Director	Superior Court	2.26 / Mixed-use and non-residential only
Certificate of Appropriateness – Major Work	Quasi-Judicial Hearing	Planning Director	Historic District Commission	Planning Board <u>Board of Adjustment</u>	2.28
Vacations of Streets and Alleys	Legislative Hearing	Planning Director/TRC	City Council	Superior Court	2.29
Approvals NOT Requiring a Public Hearing:					
Minor Subdivision (includes lot splits, lot consolidation, dedications, and conveyances to the public)	---	TRC	Planning Director	Town Council	2.32

other permit for Major Work. A Certificate of Appropriateness shall be required whether or not a building permit is required. Any building permit or other permit not issued in conformity with this section shall be invalid.

- (B) Major Work includes any of the activities defined as Major Work herein as interpreted by the Planning Director.
- (C) Major Work excludes any activities defined as Minor Work or Ordinary Maintenance.

2.28.2. Application Submittal Requirements

- (A) Applications for Certificates of Appropriateness shall be filed with the Planning Director.
- (B) The Commission may specify criteria for situations in which the Planning Director may waive any of the application material requirements.
- (C) No application shall be accepted by the Planning Director unless it complies with the requirements of Appendix A. Applications that are not complete, shall be returned forthwith to the Applicant, with a notation of the deficiencies in the application.

2.28.3. Notification of Affected Property Owners

Prior to a public meeting on an application for a Certificate of Appropriateness for Major Work, the Planning Director shall provide notice in accordance with section 2.10.

2.28.4. Public Meeting

- (A) A public meeting shall be conducted by the Commission within sixty (60) days of the acceptance of a complete application, or within such further time consented to by written notice from the Applicant. The Commission shall approve, approve with conditions or deny the application based on the criteria established in section 2.28.10.
- (B) Failure of the Commission to take final action on an application within the prescribed time limit, or extensions thereof shall result in approval of the application as submitted.

2.28.5. Relocation or Demolition

- (A) An application for a Certificate of Appropriateness authorizing the relocation, demolition or destruction of a building or structure within the Historic District may not be denied. However the effective date of such a certificate may be delayed for a period of up to three hundred sixty-five (365) days from the date of approval. The maximum period of delay authorized by this section shall be reduced by the Commission where it finds that the owner would suffer extreme hardship or be permanently deprived of all beneficial use off or return from such property by virtue of the delay. During such period, the Commission may negotiate with the owner and with any other parties in an effort to find a means of preserving the building. If the Commission finds that the building has no particular Significance or value toward maintaining the character of the Historic District, it shall waive all or part of such period and authorize earlier demolition or removal.
- (B) In every case, the record of the Commission's action shall include the reasons for its action.

2.28.6. Actions Subsequent to Decision

The Planning Director shall notify the Applicant of the Commission's decision in writing and shall file a copy of it with the Town's Planning Department. If the Applicant is denied, the notice shall include the reasons for such action.

2.28.7. Appeal of Decision

A decision by the Commission on an application for a Certificate of Appropriateness may be appealed to the ~~Planning Board~~Board of Adjustment.

2.28.8. Submission of New Application

If the Commission denies an application for a Certificate of Appropriateness, a new application affecting the same property may be submitted only if substantive change is made in plans for the proposed construction, reconstruction, alteration, restoration or moving.

2.28.9. Modifications to Applications

An approved or pending application for a Certificate of Appropriateness may be modified by a written request from the Applicant to the Commission. Such a

Exhibit 2

Southern Pines Unified Development Ordinance

Chapter 2. Development Processes

Town Engineer, of all uncompleted and unaccepted site improvements (other than gas and electric lines) required by these regulations.

- (3) Cash or Cashier's Check. The Applicant shall provide to the Town cash or a cashier's check in an amount equal to the cost estimate as approved by the Engineering Official of all uncompleted and unacceptable site improvements (other than gas and electric lines) required by these regulations. Upon completion of the required site improvements and their acceptance by the Town Engineer, the amount will be refunded to the Applicant by the Town.
- (4) Cash Escrow. If security is provided in the form of a cash escrow, the Applicant shall deposit with the Planning Director a cash amount or certified check endorsed to the escrow agent for a face value in an amount of at least the amount specified by the Town Engineer. A surety bond or cash escrow account shall accrue to the Town for administering the construction, operation, and maintenance of the improvements.

(G) Reduction of Guarantees

- (1) When an Applicant has given security in any of the forms provided herein, and when fifty (50) percent of the required site improvements have been completed and accepted by the Town Engineer, or whenever any segment or segments of the required site improvements have been completed and accepted by the Town Engineer, the Applicant may substitute for the original guarantee a new guarantee in an amount equal to one hundred and twenty-five (125) ~~fifty (150)~~ percent of the cost of the remaining site improvements. The cost estimate shall be approved by the Town Engineer.
- (2) Such new guarantee need not be in the same form as the original guarantee so long as such guarantee is one that is listed herein. However, in no event shall the substitution of one security for another in any way change or modify the terms and conditions of the performance agreement or the obligation of the Applicant as specified in the Subdivision Improvement Agreement.

(H) **Reimbursement.** Where oversized facilities are required, the Subdivision Improvement Agreement shall specify a reimbursement procedure.

(I) Maintenance Bond

- (1) The Applicant shall guarantee the improvements against defects in workmanship and materials for a period of three (3) years from the date of acceptance of such improvements.
- (2) In exceptional situations, where undue hardship would otherwise result and the shorter term would be consistent with the purposes of the UDO, the Town Manager may recommend and the Town Council may approve a shorter-term maintenance guarantee.
- (3) The maintenance guarantee shall be secured by a performance bond or cash escrow in an amount reflecting fifty (50) percent of the cost of the completed improvements.
- (4) If the Applicant has entered into a Subdivision Improvement Agreement for the completion of required improvements, an appropriate percentage of the performance bond or cash escrow may be retained by the Town in lieu of a maintenance bond.
- (5) If the Applicant has not entered into a Subdivision Improvement Agreement, the Applicant shall guarantee the improvements as required by this section.

(J) **Temporary Improvements.** The Applicant shall construct and pay for all costs of temporary improvements required by the Town Engineer and shall maintain said temporary improvements for the period specified.

(Ord. # 1716)

2.20.8. Development Agreements

(A) **Purpose.** This section promotes and facilitates orderly and planned growth and Development through the provision of certainty in the Development approval process by the Town and through corresponding assurances by developers in accordance with NCGS §160A-400.20. The Development Agreement is intended to:

- (1) Implement the CIP and the conditions of Development approval

Exhibit 3

Southern Pines Unified Development Ordinance

Chapter 2. Development Processes

appurtenances shall be installed, erected, altered, replaced, repaired, used, and maintained in accordance with the minimum standards, requirements, and other provisions of the North Carolina State Mechanical Code.

- (D) All electrical wiring, installations and appurtenances shall be erected, altered, repaired, used, and maintained in accordance with the minimum standards, requirements, and other provisions of the North Carolina Electrical Code.
- (E) All construction, alterations, repairs, replacement, equipment, appliances, fixtures, fittings, and appurtenances made or installed to any building or structure, other than Single- and Two-Family Dwellings and Townhouses, shall conform to the provisions of the North Carolina Accessibility Code.
- (F) The installation of gas piping systems extending from the point of delivery to the inlet connections of equipment served, and the installation and operation of residential and commercial gas appliances and related accessories shall conform to the provisions of the North Carolina Fuel Gas Code.
- (G) All manufactured housing shall be constructed, repaired, altered, installed, erected, replaced, or moved to another site in conformance with the provisions of the National Manufactured Housing Construction and Safety Standards Act and the State of North Carolina procedural and reference codes for mobile homes, modular Dwelling Units, and other factory building structures, and all regulations adopted pursuant thereto.
- (H) All construction, alterations, repairs, replacement, equipment, and maintenance hereinafter made or installed to any building or structure, other than Single- and Two-Family Dwelling and Townhouses, shall conform to the provisions of the North Carolina Fire Prevention Code.
- (I) The thermal envelope of the building and installation of energy systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings, and appurtenances, ventilation, cooling, air conditioning and refrigeration systems, incinerators, and other energy-related systems shall conform to the provisions of the North Carolina Energy Code.

- (J) All alterations, repairs, replacement, rehabilitation or change of occupancy of any existing building shall conform to applicable provisions of the North Carolina Building Code Volume IX - Existing Buildings or other applicable technical codes.

2.32. MINOR SUBDIVISION

2.32.1. Purpose and Applicability

The minor subdivision process is intended to establish a ministerial approval process to facilitate divisions of land that do not require public review due to their small scale and limited impact on adjacent development or public facilities. Minor Subdivisions include:

- (A) Lot splits or resubdivision of one or more Parcels into not more than five (5) Lots that:
 - (1) Front on an existing street or share a common private driveway meeting the access standards of this ordinance;
 - (2) Do not require the dedication or construction of a public or private street, provided however that perimeter right-of-way dedication shall be allowed as part of a minor subdivision;
 - (3) Do not involve the extension of municipal water or sewer lines by more than two hundred (200) feet from an existing line to the nearest boundary of the subdivision;
 - (4) Do not adversely affect the remainder of the Parcel or adjoining the property;
 - (5) Are not in conflict with the Comprehensive Plan, official map, or zoning regulations; ~~and~~
 - (6) ~~Do not result in the cumulative creation through one or more minor subdivisions of more than five (5) or more Lots, and;~~
 - (7) Do not result in the creation of additional driveway accesses along collector, arterial, freeway, expressway, or interstate roadways. If existing lot(s) front on an existing street, then each existing lot may have only one (1) driveway access if along a collector, arterial, freeway, expressway or interstate roadway.

(Ord. #1714)

Exhibit 4

Southern Pines Unified Development Ordinance

Chapter 3. Zoning

- (3) Subject to building code compliance buildings may be used for authorized residential or non-residential purposes.
- (4) Drive-through and drive-in uses are prohibited.

(D) District Development Standards

Dimensional and density standards are summarized in Exhibit 3-10. Section cross-references identify the location of additional dimensional standards. Additional district Development standards are established in chapter 4 of this UDO.

- (1) Balconies and covered porches may extend up to five (5) feet into the front setback.
- (2) Building walls facing streets and residential Lots shall be finished predominantly with brick, stucco, wood, or other non-metal siding

determined by the Planning Director to be of comparable appearance and durability. Side and rear building walls that do not face streets or residential Lots shall be finished with the same materials as the walls facing the streets for at least the lesser of twenty-five (25) percent or twenty-five (25) feet of the length of the wall extending from the nearest street facing walls.

- (3) Building sides facing streets and residential Lots shall have parapets, mansard or false mansard roofs or shingled or standing seam roofs with a minimum pitch of 6:12 (vertical rise : horizontal run).
- (4) All buildings shall be designed to comply with the applicable design standards established in section 4.10.

Exhibit 3-10: Summary of NB Development Standards

Design Element	Principal Structure Standards	Section Cross-Reference	Setback Illustration
Maximum Height	35'	4.2.1	<p>Letters match dimension in design element column</p>
Minimum front setback from right-of-way (dimension A)	15'	4.2.2	
Minimum front setback from centerline (dimension B)	45'	4.2.2	
Minimum side setback, exterior from right-of-way (dimension C)	15'	4.2.2	
Minimum side setback, exterior from centerline (dimension D)	45'	4.2.2	
Minimum Side Setback, Interior (dimension E)	20'	4.2.2	
Minimum Rear Setback (dimension F)	20'	4.2.2	
Minimum Lot Width (dimension G)	No minimum	4.2.3	
Minimum Lot Area per Dwelling Unit	3,600 sq.ft.	4.2.3	
Minimum Lot Size for 1 Dwelling Unit	10,000 sq.ft.	4.2.3	
Additional Lot Area per Additional Dwelling Unit	3,600 sq.ft.	4.2.3	

(Ord. # 1716)

Exhibit 3-11: Summary of OS Development Standards

Design Element	Principal Structure Standards	Section Cross-Reference	Setback Illustration
Maximum Height	35'	4.2.1	<p>Letters match dimension in design element column</p>
Minimum front setback from right-of-way (dimension A)	15'	4.2.2	
Minimum front setback from centerline (dimension B)	45'	4.2.2	
Minimum side setback, exterior from right-of-way (dimension C)	15'	4.2.2	
Minimum side setback, exterior from centerline (dimension D)	45'	4.2.2	
Minimum Side Setback, Interior (dimension E)	20'	4.2.2	
Minimum Rear Setback (dimension F)	20'	4.2.2	
Minimum Lot Width (dimension G)	No minimum	4.2.3	
Minimum Lot Area per Dwelling Unit	3,600 sq.ft.	4.2.3	
Minimum Lot Size for 1 Dwelling Unit	10,000 sq.ft.	4.2.3	
Additional Lot Area per Additional Dwelling Unit	3,600 sq.ft.	4.2.3	

(Ord. # 1716)

3.5.12. I – Industrial

(A) Purpose

The I district is established to allow primarily light manufacturing, assembly, research and intensive commercial uses. The regulations of this district are intended to:

- (1) Encourage light manufacturing and intensive commercial uses that are compatible with the tourist/resort character of the community, as well as accessory land uses incidental to and in support of authorized manufacturing uses;
- (2) Exclude heavy industry, major retail and residential land uses; and
- (3) Preserve locations that are best suited for industrial Development.

(B) Authorized Uses

The uses authorized by section 3.7 of this UDO may be established in accordance with the provisions of this UDO, including, but not limited to the procedures established in chapter 2, the zoning district standards of this chapter, and the design standards of chapter 4.

(C) District Use Standards

Standards for specific uses and Development Patterns authorized in this district are established in chapters 5 and 6. In addition, the following standards shall apply:

- (1) Outdoor operations, other than moving, storing and displaying goods shall be prohibited.
- (2) Outdoor storage and display shall be screened in compliance with sections 5.12 and 5.13.

Exhibit 4-1: Building Height, Setbacks and Lot Dimensions

Zoning District	Maximum Height	Front Setback	Setback From Street Centerline	Exterior Side Setback	Interior Side Setback	Rear Setback	Minimum Lot Size	Additional Area Required Per Additional Dwelling Unit	Lot Width
RE	35'	40'	70'	15'	15' ⁽¹⁾	30' ⁽¹⁾	5 acres ⁽⁴⁾		100' min.
RR	35'	40'	70'	15'	15' ⁽¹⁾	30' ⁽¹⁾	30,000 sq.ft ⁽⁵⁾		100' min.
RS-1	35'	30'	60'	15'	10' ⁽¹⁾	30' ⁽¹⁾	10,000 sq.ft.		45' min.
RS-2	35'	30'	60'	15'	10' ⁽¹⁾	30' ⁽¹⁾	20,000 sq.ft.		45' min.
RS-3	35'	30'	60'	15'	10' ⁽¹⁾	30' ⁽¹⁾	30,000 sq.ft.		45' min.
RM-1	35'	25'	55'	15'	10' ⁽¹⁾	30' ⁽¹⁾	10,000 sq.ft.	3,600 sq.ft.	45' ⁽⁸⁾ min.
RM-2	35'	25'	55'	15'	10' ⁽¹⁾	30' ⁽¹⁾	10,000 sq.ft.	6,000 sq.ft.	45' ⁽⁸⁾ min.
CB ⁽²⁾	45'	5' maximum	Not applicable	5' maximum	No minimum	No minimum	No Minimum	1,500 sq.ft.	50' maximum
GB ⁽³⁾	45'	No minimum	No minimum	No minimum	No minimum	No minimum	No Minimum ^(6,7)	3,600 sq.ft.	<u>No Minimum</u>
NB ⁽³⁾	35'	15'	50' <u>45'</u>	15'	20'	20'	No Minimum ⁽⁷⁾	3,600 sq.ft.	<u>No Minimum</u>
OS ⁽³⁾	35'	35' <u>15'</u>	65' <u>45'</u>	15'	15' <u>20'</u>	15' <u>20'</u>	No Minimum ⁽⁷⁾	3,600 sq.ft.	<u>No Minimum</u>
I ⁽³⁾	50' (see §4.2.1(G))	40'	70'	15'	10'	20'	50,000 sq.ft. ^(4,5)		<u>No Minimum</u>

Table Notes:

- (1) Side and rear setbacks for Accessory Buildings and structures (excluding fences) that are twelve (12) feet or less in height measured from average grade of the footprint of the building to the highest point of the roof shall have a minimum setback of five (5) feet. The setback shall be increased two (2) feet for every one (1) foot of height for Accessory Buildings exceeding twelve (12) feet in height.
- (2) See CB district design standards for exceptions to maximum setbacks.
- (3) Whenever a Lot in a GB, NB, OS or I district has a common boundary line with a Lot in a Residential District, the interior side or rear setback requirement along the common boundary line for the property in the GB, NB, OS, or I district shall be the greater of the minimum setbacks for the applicable districts. [For example, where the side boundary line of a Lot in an "I" district abuts a side boundary of a Lot in a "RR" district, the minimum side setback shall be 15 feet.]
- (4) Minimum parcel size for keeping horses is 10 acres, unless the parcel was created by an instrument recorded at the Moore County Registry on or prior to December

- 12, 1989, in which case the minimum parcel size for keeping horses is 4.59 acres. Parcels no more than 16 feet wide at any point and no less than 50 feet long may be created between existing parcels for purpose of equestrian access.
- (5) Minimum parcel size for keeping horses is 10 acres, unless the parcel was created by an instrument recorded at the Moore County Registry on or prior to June 11, 2002, in which case the minimum parcel size for keeping horses is 4.59 acres. Parcels no more than 16 feet wide at any point and no less than 50 feet long may be created between existing parcels for purpose of equestrian access.
- (6) The minimum area for Lots with frontage directly on an arterial shall be 40,000 sq.ft.
- (7) The minimum area for lot for a single dwelling unit shall be 10,000 square feet.
- (8) Minimum Lot width is not applicable to townhome Development.
(Ord. #1714; Ord. #1716; Ord #1775; Ord. #1871, 8-24-20)

Exhibit 5

- (1) All subdivisions, Development subject to site plan approval, and planned Developments shall provide street trees along their frontage with adjacent public streets.
 - (2) Street trees shall be selected from the list of large trees, or, where power lines are located, small trees included in section 4.3.9.
 - (3) Planting strips shall be a minimum of six (6) feet wide.
 - (4) Planting location shall take into consideration planned roadway widening, public safety, standard drainage requirements and maintenance of sight distances for traffic safety. Street trees may be planted within the right-of-way, within planting strip abutting the right-of-way or other location approved by the Permit Issuing Authority.
- (C) Street trees, unless subject to overhead power lines, shall be planted at the rate of one (1) ~~three~~two-inch caliper tree per thirty (30) feet of property line abutting a public street, excluding driveways and Traffic Visibility Zones. This rate may be varied based upon existing trees and the crowns of planted trees.
- (D) Trees used to meet buffer, 4.3.5 and Vehicle Use Area requirements in sections 4.3.4, 4.3.5 and 4.3.6, may be used to meet the street requirements to the extent that the trees are located within twenty-five (25) feet of a street.

4.3.4. Buffers

Buffers provide compatible transitions between differing land uses, reduce the visual impacts of Development and retain existing plant materials.

(A) Applicability

These standards apply to all new multi-family, commercial, industrial and mixed use Development; substantial modifications subject to Architectural Compliance Permit review; and all Development subject to subdivision approval.

- (1) Buffers are required along the common property lines between Developments in different zoning districts or between Developments of different uses as established in this section.
 - (2) Buffer requirements shall not apply when a public street or railroad right-of-way separates applicable zoning districts or uses.
- (B) Buffer Requirements
- (1) Exhibit 4-2 and 4-3 establish the minimum buffer widths for proposed Development. Chapters 5 and 6 establish buffer requirements for specific uses and Development Patterns.
 - (a) Buffers within and surrounding PDDs shall be established during the PDD approval process.
 - (b) Exhibit 4-3 establishes minimum buffer widths for the sides of properties abutting the highway corridor within HCO districts. These apply to front yard buffers, as well as for the side and rear yards abutting properties of similar zoning. Exhibit 4-2 shall apply to the side and rear yards of all Development on property in a HCO District that is adjacent to property zoned for residential use.
 - (2) Exhibit 4-4 establishes the minimum planting requirements within required buffers. Large trees, small trees and shrubs shall be dispersed along the entire length of the buffer. Species shall be planted in locations in which they are expected to thrive and should be dispersed in irregular patterns that reflect natural patterns rather than in formal rows or patterns.
 - (3) Buffers may have undulating boundaries provided that the narrowest point of the buffer is not narrower than eighty (80) percent of the minimum buffer width and the total area of the buffer is equal to or greater than the product of the length of the buffer times the minimum required buffer width.

Exhibit 4-4: Minimum Planting Required in Buffers

Plant Type	Minimum Planting Rate	Additional Conditions
Large Trees	One tree per 400 square feet	<ul style="list-style-type: none"> At least 50 percent of large trees shall be evergreens Longleaf pines shall be a minimum 2 inch caliper and 8 feet tall Other large trees shall be a minimum 3<u>2</u> inch caliper
Small Trees	One tree per 400 square feet	<ul style="list-style-type: none"> At least 20 percent and not more than 30 percent of small trees shall be deciduous At least 50 percent of evergreen trees shall be species other than pines Small trees shall be a minimum 1.5 inch caliper
Shrubs	For buffers 20 feet or narrower – one shrub per 50 square feet	<ul style="list-style-type: none"> Not more than 30 percent of shrubs shall be deciduous Shrubs shall be at least 18 inches in height at time of planting and reach a height of at least 4 feet within five years of planting
	For buffers between 20 and 50 feet wide – one shrub per 75 square feet	
	For buffers 50 feet or wider – one shrub per 200 square feet	

- (4) The entire buffer shall be located on the property subject to the Development approval requiring the buffer. However, if the affected property owners enter into an agreement to establish and maintain a buffer meeting the requirements for the most intensive zoning or use to be developed next to the less intensive use, the Planning Director may allow the buffer to be located on one or both of the affected properties.
- (5) Buffers may be established in required setback areas and may be counted towards required open space if located in a Common Area measuring at least twenty (20) feet in width.
- (6) When an easement crosses a buffer or is located within a buffer area, the TRC shall recommend and the Planning Director shall approve all plantings in the easement to ensure that the plantings do not interfere with the use of the easement. When an easement is located along a property line that requires a buffer, the portion of the buffer located outside the easement shall be at least half the width of the required buffer.
- (7) The Planning Director, at time of site plan approval, may reduce buffer widths and required plantings by up to fifty (50) percent if the site plan indicates that existing condition or vegetation,

further protect plants from being run over by motor vehicles. Medians driving into the planted areas.
 without raised edging shall be protected by devices to stop vehicles from

Exhibit 4-5: Vehicle Use Area Planting Requirements

Area	Minimum Required Planting Rate	Additional Conditions
Perimeter Landscaping – between Vehicle Use Areas and property lines excluding driveways and traffic visibility triangles	<ul style="list-style-type: none"> • 1 large tree, excluding longleaf pines shall be planted per 30 feet. • 1 evergreen shrub shall be planted per 3 feet or a combination of a wall and landscaping may be used. 	<ul style="list-style-type: none"> • Trees compatible with power lines shall be substituted for large trees where overhead power lines are located. • Large trees shall be a minimum 32-inch caliper when planted. • Shrubs shall be at least 18 inches tall at time of planting and shall grow to a minimum height of 36 inches and a minimum crown diameter of 30 inches within three years of planting. • Walls shall be stone or brick and shall be at least 36 inches in height and shall have shrubs planted between the wall and the property line so that at least one third of the surface of the wall is screened within three years.
Internal Parking Lot Landscaping	<ul style="list-style-type: none"> • At least 15 percent of the paved Vehicle Use Area shall be used for planting trees and or shrubs. • Large trees shall be planted so that at least 20 percent of the parking Lot shall be shaded at maturity. • At least 1 large tree shall be planted per 250 square feet of required landscape area. • At least one small tree shall be planted per 125 square feet of required landscape area. • At least one evergreen shrub shall be planted per 35 square feet of required landscape area. 	<ul style="list-style-type: none"> • Parking areas shall be laid out to prevent cars from striking plants. • Large trees shall be a minimum 32-inch caliper when planted. • No parking space shall be further than 75 feet from the trunk of a large tree • Landscape screens shall not be more than 120 feet apart, shall be parallel to parking aisles and shall be at least 6 feet in width. • Plants shall be at least 4 feet tall at time of planting. • Large trees shall be evenly distributed throughout the parking area. • For purposes of calculating the percent of the parking Lot shaded, each large tree is assumed to have a crown with a diameter of 30 feet. • Small trees may be substituted for up to 30 percent of the large tree requirement at a rate of two small trees for each large tree. • Large trees shall not be planted less than 20 feet apart and small trees shall not be planted less than 15 feet apart. • Evergreen trees, when used, shall be either pruned or located to facilitate safe sight distances within parking lots. • Shrubs must be located within five feet of the paved area and shall be located to facilitate safe sight distances.

Note: Trees shall be required at the following rates, either in combination of small and large trees or with large trees only to add up to the required landscape area.

Exhibit 6

TOWN OF SOUTHERN PINES UDO APPENDICES

MAJOR SUBDIVISION – FINAL PLAT APPLICATION CHECKLIST

Process Overview

Decision Making Body	Review	Recommend	Decision
Technical Review Committee	X		
Director		X	
<i>X = indicates required action</i>			

Submittal Requirements*

Please include the following information on all applications for a Major Subdivision – Final Plat. If any of the information or required materials is missing or incomplete, the application will not be processed.

- PROOF OF OWNERSHIP** – Filed deed, vendor’s lien, act of donation or tax assessment with legal description.

- FINAL PLAT** – Copies (1 full sized copy and 1 digital copy) drawn at a scale of 1" = 100' on sheets with maximum dimensions not exceeding 24 inches by 36 inches. If more than two sheets are required, an index sheet of the same dimensions shall be filed showing the entire subdivision on one sheet and the component areas shown on the other sheets. The plat shall contain the following information:
 - a. Name of the subdivision;
 - b. The name of the owner or owners, or subdividers;
 - c. Date, scale and north arrow, on each page. Each sheet of the plat shall indicate its page number in relation to the total number of sheets;
 - d. The correct legal description of the property being subdivided shall be shown on the Plat;
 - e. Accurate references to known or permanent monuments, giving the bearing and distance from said monuments and State Plane coordinates of at least two subdivision corners;
 - f. The location of all survey monuments and their descriptions;
 - g. All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements and other areas for public or private use. Linear dimensions are to be given to the nearest 1/100th of a foot. The radii, arcs or chords, points of tangency and central angles for all curvilinear streets and radii for rounded corners;
 - h. The names, lines and right-of-way widths of all proposed streets with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines;
 - i. The location of the subdivision based on an accurate traverse giving angular and linear dimensions which shall mathematically close. Bearings and distances of all exterior boundary lines and along the center lines of streets shall be furnished;
 - j. Accurate location of all existing and recorded roads intersecting the boundaries of the tract;
 - k. The gross area, net area and lot area of the land being subdivided;
 - l. The boundary lines of all adjoining lands for a distance of 150 feet and showing (with dotted lines) the right-of-way lines, adjacent streets and alleys with their widths and names, and adjacent zoning districts;
 - m. Easements and easements for rights-of-way provided for public use, services or utilities,

with figures showing their dimensions and listing uses that are being provided and any limitations on such easement;

- n. Clearly numbered lots in sequence and blocks clearly lettered in sequence;
- o. A statement dedicating all easements, streets alleys and other public areas not previously dedicated, including an accurate outline of any portions of the property intended to be dedicated or granted for public use;
- p. Appropriate certificates as determined by the Town Attorney. These certificates shall include, but not be limited to:
 - (1) Certification signed and dated by a registered North Carolina Land Surveyor that the subdivision is or is not in a floodplain;
 - (2) Certificate of Approval (see template below)
 - (3) Certification of platting signed and dated by the owner, appearing on or attached to the plat and on all separate sheets comprising the plat, acknowledging the dedication to public use of all streets, alleys, parks or other open spaces shown thereon and the granting of easements required;
 - (4) Certificate of Survey and Accuracy (see template below);
 - (5) NCDOT Certification (if applicable, see template below); and
 - (6) Review Officer Certification (see template below).

Certificate of Approval

I hereby certify that all streets shown on this plat are within the Town of Southern Pines' planning jurisdiction, all streets and other improvements shown on this plat have been installed or completed or that their installation or completion (within twelve months after the date below) has been assured by the posting of a performance bond or other sufficient surety, and that the subdivision shown on this plat is in all respects in compliance with the Southern Pines Town Unified Development Ordinance, and therefore this plat has been approved by the Southern Pines planning director, subject to its being recorded in the Moore county Registry within sixty days of the date below.

Date Planning Director

Certificate of Ownership and Dedication:

I hereby certify that I am the owner of the property described hereon, which property is located within the subdivision regulation jurisdiction of the Town of Southern Pines, that I hereby freely adopt this plan of subdivision and dedicate to public use all areas shown on this plat as streets, alleys, walks, parks, open space and easements, except those specifically indicated as private and that I will maintain all such areas until the offer of dedication is accepted by the appropriate public authority. All property shown on this plat as dedicated for a public use shall be deemed to be dedicated for any other public use authorized by law when such other use is approved by the Southern Pines Town Council in the public interest.

Date Owner

(Notarized)

Certificate of Survey and Accuracy:

I, _____, certify that this plat was drawn under my supervision from an actual survey

made under my supervision. (Deed description recorded in Book _____, Page _____, etc. (other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book _____, Page _____. That the ratio or precision as calculation is 1: _____; that this plat was prepared in accordance with G.S. § 47-30. Witness my original signature, registration number and seal this _____ day of _____, A.D. 20____.

Seal or Stamp

Land Surveyor

Registration Number

This certificate of the Notary shall read as follows:

State of North Carolina, _____ County I, a Notary Public of the County and State aforesaid, certify that _____, a registered land surveyor, personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this day of _____, 20 _____.

Seal or Stamp Notary Public My Commission Expires: _____

Division of Highways District Engineer Certificate

I hereby certify that the public streets shown on this plat have been completed, or that a performance bond or other sufficient surety has been posted to guarantee their completion, in accordance with at least the minimum specifications and standards in accordance with at least the minimum specifications and standards of the State Department of Transportation for acceptance of subdivision streets on the state highway system for maintenance.

Date District Engineer

Certificate of Review Officer

Certificate of Review Officer

I, _____, Review officer of _____ County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Review Officer

Date: _____

- DEVELOPMENT AGREEMENT** (if applicable) – approved as to form by the Town Attorney.
- SUBDIVISION IMPROVEMENT AGREEMENT**, (if applicable) – Copy of Agreement as prepared by applicant and approved to form by Town Attorney as well as acceptable security, per section 2.20.7.
- STREET NAME APPROVAL**, (if applicable) – Formal written approval from Moore County Public Safety and Moore County GIS of street names within subdivisions.
- APPROVED ENGINEERING PLANS**, or as-built plans, conforming with the requirements of the UDO, for all streets, grading, sanitary sewerage system, storm drainage facilities, water distribution system, and other pertinent site improvements.
- COVENANTS AND RESTRICTIONS** (if applicable) – two copies of all covenants and restrictions

and, if applicable, articles of incorporation and bylaws of a homeowner's association for the proposed subdivision;

- HOMEOWNERS ASSOCIATION DOCUMENTATION** *(if applicable)* – homeowners' association articles of incorporation and/or bylaws shall contain the following information:
 - a. The legal description of the common land;
 - b. A description of common facilities;
 - c. The restrictions placed upon the use and enjoyment of the lands or facilities;
 - d. Persons or entities entitled to enforce the restrictions;
 - e. A mechanism to assess and enforce the common expenses for the land or facilities (e.g., utility systems, private roads and other public or quasi-public improvements) including upkeep and maintenance expenses, real estate taxes and insurance premiums;
 - f. A mechanism for resolving disputes among the owners or association members;
 - g. The conditions and timing of the transfer of ownership and control of land facilities to the association;
 - h. Any other matter the developer deems appropriate.

- APPLICATION FEE** – as specified in Appendix H.

- SIGNED APPLICATION** – by the applicant or authorized agent. A property owner authorized agent requires an affidavit giving permission to sign the application.

- PUBLIC UTILITY EASEMENTS** *(if applicable)* – copies of utility easements granting the Town of Southern Pines access for future operations and maintenance of utilities.

- ADDITIONAL DOCUMENTATION** – Additional text and/or maps provided to demonstrate consistency with the approval criteria in section 2.19 of this UDO.

**Additional information may be required. Fees are subject to change.*

Exhibit 7

- (B) The maximum grade at any point on a street constructed without curb and gutter shall be five (5) percent unless no other practicable alternative is available. In no case, however, may streets be constructed with grades that exceed ten (10) percent.

(Ord. #1745, 7-10-18)

4.11.9. Blocks

When any newly created block exceeds six hundred (600) feet in length, the Town may require a cross-block connection to enhance mobility for bicyclists and pedestrians. Such connections shall be at least fifteen (15) feet in width and shall, at the Town's discretion include a sidewalk or Multi-User Trail that meets the minimum design specifications.

4.11.10. Street Width, Sidewalk and Drainage Requirements in Subdivisions:

- (A) Street rights-of-way shall be designed and constructed in conformance with the provisions listed below unless otherwise allowed for by the Town Council as part of a Conditional Use Permit or Planned Development application. The Town Engineer may require modifications to these standards based on natural and built conditions to effectively serve the following functions:

- (1) To safely and efficiently carry motor vehicle traffic;
- (2) To provide a safe and convenient passageway for bicycle and pedestrian traffic; and
- (3) To serve as an important link in the Town's drainage system.

- (B) Curbs and Gutters. All streets, except as provided in paragraph (C) and section 4.11.14, shall be constructed with curb and gutter and shall conform to the other requirements of this paragraph. Only standard ninety (90) degree curb may be used, except that concrete roll-type curb shall be permitted along local and residential sub-collector streets within residential subdivisions. Asphalt raised curb (wedge curb) may be permitted by the Town Council in subdivision extensions

where the existing subdivision already has asphalt curb in fifty (50) percent or more of the existing footage of streets for the total Development that was approved under a master plan prior to the adoption of the UDO.

- (C) Public Streets without Curbs and Gutters. When the Town Council determines that due to site-specific drainage requirements and proposed street grade, shoulders and drainage swales would be more appropriate than curb and gutter, the streets shall be constructed according to the criteria indicated in Exhibit 4-18 or 4-19 as well as the construction standards and specifications in Appendix ~~C~~B. The Town Engineer may require modifications to these standards based on natural and built conditions to effectively serve the functions listed in paragraph (A) of this section.

- (1) The standards in Exhibit 4-16, 4-17, 4-18, and 4-19, are minimums. Additional right-of-way may be needed to accommodate the streets due to road design and topographical conditions.
- (2) Where curbs and gutters are not used, the installation, maintenance and repair of pipes and culverts under Private Streets, Private Drives and driveways shall be the responsibility of the property owner(s) relying on such access to the Private Street.

- (D) If a substantial section of a proposed street does not abut property to which pedestrian access from the street will be needed, parking and sidewalks, as required by paragraph A of this section, may be waived by the Town Council. The remaining design standards of this section and the construction standards in Appendix ~~C~~B shall continue to apply.

- (E) In circumstances when sidewalks otherwise would be required on both sides of the street, an unpaved greenway or multi-use path may be permitted if the Town Council determines that the proposed greenway or multi-use path provides an equal level of service (that

(M) The Town Council may approve alternative sidewalk arrangements in conjunction with planned development, subdivision, conditional use or architectural compliance permit approval. Alternatives include the provision of Multi-User Trails in lieu of sidewalks, location of sidewalks within easements located adjacent to public right-of-way or other

pedestrian accommodations that adequately provide for pedestrian circulation. (Ord. # 171

Exhibit 4-16: Residential Street Design Standards

Street Type: Residential Local Streets
<ul style="list-style-type: none"> • Right-of-Way Minimum: 50 feet • Street Width: 27 feet from back of curb to back of curb • Travel Lane Width: 11 feet • Planting Strips: 6 feet in width on both sides of the road with street trees planted in the strip between the pavement and sidewalks • Sidewalks: 5 feet in width on one side of the street for single-family frontage, both sides for multi-family, commercial or mixed-use frontage.
Street Type: Residential Sub-collector Streets
<ul style="list-style-type: none"> • Right-Of-Way Minimum: 60 feet • Street Width: 29 feet from back of curb to back of curb • Travel Lane Width: 12 feet • Curb and Gutter Width (90 degree curb): 2.5 feet • Planting Strips: 6 feet in width on both sides of the road with street trees planted in the strip between the pavement and sidewalks • Sidewalks: 5 feet in width on one side of the street for single-family frontage, both sides for multi-family, commercial or mixed-use frontage.
Street Type: Residential Collector Streets: 2 – Lanes with Sidewalks without On-Street Parking
<ul style="list-style-type: none"> • Right-of-Way Minimum: 80 feet • Travel Lane Width: 12 feet • Median Width: 12 feet • Median Mountable Curb and Gutter Width: 1.5 feet • Bicycle Lane Width: 5 feet • Curb And Gutter Width: 2.5 feet • Planting Strips Minimum: 6 feet in width on both sides of the road with street trees planted in the strip between the pavement and sidewalks • Sidewalks: 5 feet in width on both sides of the road

Street Type: Residential Local Streets with Sidewalks and Multi-Use Trails* *For Single-Family Developments Only
<ul style="list-style-type: none"> • Right-of-Way Width Minimum: 70 feet • Street Width: 27 feet • Travel Lane Width: 11 feet • Ditch Width: 8 feet • Planting Strip Width: 6 feet in width on both sides of the road with street trees planted in the strip between the pavement and sidewalks • Sidewalks: 5 feet in width on one side of the road • Multi-Use Path Width: 10 feet in width on one side of the road

Exhibit 4-19: Streets Design Standards without Curbs and Gutters

Street Type: Residential Private Alley
<ul style="list-style-type: none"> • Right-of-Way Width Minimum: 20 feet • Street Width: 20 feet from back of curb to back of curb • Travel Lane Width: 7.5 feet • Curb and Gutter Width: 2.5 feet

(Ord. #1745, 7-10-18; Ord. #1871, 8-24-20)

4.11.11. General Street Layout

- (A) Local street connectivity is encouraged to improve mobility and to facilitate the free flow of traffic along Collector and Arterial Streets.
- (B) All permanent dead-end streets (as opposed to temporary dead-end streets shall be developed as cul-de-sacs in accordance with the standards set forth in paragraph (C) of this section. Except where no other practicable alternative is available, such streets shall be designed so as to provide access to no more than twenty (20) Dwelling Units or a maximum of 200 average daily trips (ADT, whichever is greater. ADT shall be calculated according to the trip generation rate in Exhibit 4-20.

Exhibit 4-20: Trip Generation Rates

Use	ADT
Single-Family	9.44
Multi-Family and Single-Family Attached	7.32
Mobile Home	5.0
Retirement Community	3.7
Non- Residential	Most recent ITE trip generation rate determined to be appropriate trip generation rates approved by the Town Engineer

- (C) The right-of-way of a cul-de-sac shall have a radius of fifty-five (55) feet. The radius of the paved portion of the turn-around (measured to the outer edge of the pavement) shall be forty-three (43) feet. When a center island in a cul-de-sac is unpaved, the minimum pavement width shall be twenty (20) feet. Any unpaved center of the turn-around shall be landscaped.
- (D) Streets shall be laid out so that residential blocks do not exceed 1,500 feet, unless the Town Council determines that there is no other practicable alternative available.

(Ord. #1871, 8-24-20)

4.11.12. Street Intersections

- (A) Streets shall intersect as nearly as possible at right angles and no two (2) streets may intersect at less than a ~~sixty~~ seventy-five (60/75) degree angle. Not more than two (2) streets shall intersect at any one point, unless the Town Engineer certifies to the Permit Issuing Authority that such an intersection can be constructed with no extraordinary danger to public safety.
- (B) Whenever possible, proposed intersections along one side of a street shall coincide with existing or proposed intersections on the opposite side of such street. In any event, where a centerline offset (jog) occurs at an intersection, the distance between centerlines of the intersecting streets shall be not less than one-hundred-fifty (150) feet.
- (C) Except when no other alternative is practicable or legally possible, no two streets may intersect with any other street on the same side at a distance of less than four-hundred (400) feet measured from centerline to centerline of the intersecting street. When the intersected street is an arterial, the distance between off-set intersecting streets shall be at least one-thousand (1,000) feet.

4.11.13. Construction Standards and Specifications

Construction and design standards and specifications for streets, sidewalks and curbs and gutters are contained in Appendix **CB** and all such facilities shall be completed in accordance with these standards.

4.11.14. Private Streets in Subdivisions

- (A) Unless the recorded plat of the land from which the Lots are created clearly shows a street to be public, the streets listed on the plat shall be considered private. The recording of a plat with streets listed as public shall constitute an offer of dedication of such street.
- (B) Except as otherwise approved in a PD, whenever multiple Lots are to be served by a Private Street:
- (1) The street must be built to the same standards and specifications as would apply if it were a Public Street.
 - (2) The Private Street shall serve only the Development in which it is located; it may not be designed to be extended to serve property outside the Development.
 - (3) Permanent provision must be made, and shown to the satisfaction of the Town Council, for the street to be maintained properly by a landowner association or comparable mechanism.
- (C) Private Drives serving more than three (3) dwellings shall meet the design and construction requirements to support and provide fire department access. The access shall be comprised of a fire department approved material and the width shall be at least twenty (20) feet, but may be increased based on curve radii and whether parking is allowed to encroach on the Private Drive. The HOA is responsible for ensuring fire department access at all times.
- (D) The recorded plat of any subdivision shall clearly identify Private Streets. Further, the initial purchasers of a newly created Lot served by a Private Street shall be furnished by the seller with a disclosure

statement, in accordance with the provisions of G.S. 136-102.6, outlining the maintenance responsibilities for the Private Street.

- (E) No work done by the Town involving the maintenance or repair of a private street shall neither imply nor impose any subsequent maintenance responsibilities on the Town.

(Ord. #1745, 7-10-18)

4.11.15. Street, Private Drive and Sidewalk Requirements in Un-subdivided Developments

The provisions of this section shall apply to all un-subdivided Development requiring PD or Architectural Compliance Permit approval.

- (A) Within un-subdivided Developments, all Public Streets, Private Streets and Private Drives shall be designed and constructed to facilitate the safe and convenient movement of motor vehicle and pedestrian traffic and shall comply with the design standards of section 4.11.10, except as modified by this section.
- (B) Whenever a Street in an un-subdivided Development connects two (2) or more sub-collector, collector or arterial streets in such a manner that any substantial volume of through traffic is likely to make use of this road, such Street shall be constructed in accordance with the standards applicable to Public Streets and shall be dedicated. In other cases when roads in un-subdivided Developments within the Town are constructed in accordance with the specifications for Public Streets, the Town may accept an offer of dedication of such streets.
- (C) Private Drives serving more than three (3) dwellings shall meet the design and construction requirements to support and provide fire department access. Pavement width shall be at least twenty (20) feet, but may be increased based on curve radii and whether parking is allowed to encroach on the Private Drive. The HOA is responsible for ensuring fire department access at all times.
- (D) In all un-subdivided residential Development, sidewalks shall be provided linking Dwelling Units with other Dwelling Units, the Public

Street, and on-site activity centers such as parking areas, laundry facilities and recreational areas and facilities. Notwithstanding the foregoing, sidewalks shall not be required where pedestrians have access to a road that serves not more than nine (9) Dwelling Units. The sidewalk requirement may also be waived where, in the opinion of the Planning Director, an adequate system of hiking and/or bicycling trails are provided which would offer acceptable pedestrian facilities and access.

- (E) Whenever the Permit Issuing Authority finds that a means of pedestrian access is necessary from an un-subdivided Development to schools, parks, playgrounds or other roads or facilities and that such access is not conveniently provided by sidewalks adjacent to the roads, the developer may be required to reserve an unobstructed easement of at least ten (10) feet to provide such access.
- (F) The sidewalks required by this section shall be at least five (5) feet wide and constructed according to the specifications set forth in Appendix ~~CB~~.

4.11.16. Traffic Calming

- (A) Traffic calming devices are only applicable on local streets that are “primarily residential” in character. To allow flexibility for various land uses, like parks and schools, no exact standard or distance between traffic calming devices are set. However, “primarily residential” means at least seventy-five (75) percent of the properties with frontage on the street are in residential zoning districts or have existing land uses that are residential.
- (B) In new Developments, the developer shall meet with appropriate Town staff (Town Engineer, Street Superintendent, Town Planners, Public Services Director, Police Chief and Fire Chief) to determine the need, if any, for traffic control devices. Once the need is established, a visioning session with Town staff and developer shall be conducted to discuss the traffic calming measures that will best serve the new

community/development. After the visioning session, the developer shall submit to the Town, for review, the proposed traffic calming plan for approval or approval with modifications. Once approved by the Town, the traffic calming devices shall be incorporated in the proposed site plan or Engineering Plan.

(C) Traffic calming measures that may be considered are listed below. However, the measures identified are not meant to exclude other measures as new ideas are being developed.

- (1) Non-Physical measures may include, but not be limited to, speed enforcement, radar trailers, land striping, Signage, pavement marking legends, high visibility crosswalks, on street parking, raised pavement markings, streetscaping, multi-way stops, turn prohibitions and other restrictions, gateways/entryways and colored pavements.
- (2) Vertical traffic calming measures may include, but not be limited to, textured pavements, speed tables, raised crosswalks and raised intersections.
- (3) Horizontal traffic calming measures may include, but not be limited to, traffic circles, roundabouts, curb extensions, chicanes, lateral shifts, neck-downs, realigned intersections, bulb-outs, two lane chokers, one lane chokers, center island narrowing and medians.
- (4) Diversion traffic calming measures may include, but not be limited to, street closures, diagonal diverters and semi-diverters.

(Ord. #1745, 7-10-18)

4.11.17. Attention to Handicapped in Street and Sidewalk Construction

(A) As provided in G.S. 136-44.14 whenever curb and gutter construction is used on public streets, wheelchair ramps for the handicapped shall be provided at intersections and other major points of pedestrian

flow. Wheelchair ramps and depressed curbs shall be constructed in accordance with [Appendix B and the](#) published standards of the North Carolina Department of Transportation, Division of Highways.

(B) In un-subdivided Developments, sidewalk construction for the handicapped shall conform to the requirements of Chapter 11 of the North Carolina State Building Code, as amended.

(Ord. #1745, 7-10-18)

4.11.18. Addressing and House Numbers

(A) Building/house numbers shall be assigned by the Town and the Moore County Addressing Coordinator. Numbers shall be placed on the structure visible from the roadway, if not, it shall be posted at the beginning of the driveway in a prominent location that is visible from both directions. If a driveway is shared, directional Signage shall be placed at any intersection.

(B) New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) high with a minimum stroke width of 0.5 inch (12.7 mm).

4.11.19. Bridges

All bridges shall be constructed in accordance with the standards and specifications of the North Carolina Department of Transportation, except that bridges on roads not intended for public dedication may be approved if designed by a registered, professional engineer.

4.11.20. Utilities

Utilities installed in public rights-of-way or along private roads shall conform to the requirements set forth in section 4.15.

4.14.2. Developments Must Drain Properly

- (A) All Developments shall be provided with a drainage system that is adequate to prevent the undue retention of surface water on the Development site. Surface water shall not be regarded as unduly retained if:
 - (1) The retention results from a technique, practice or device deliberately installed as part of an approved sedimentation or storm water runoff control plan; or
 - (2) The retention is not substantially different in location or degree than that experienced by the Development site in its pre-development stage, unless such retention presents a danger to health or safety.
- (B) No surface water may be channeled or directed into a sanitary sewer.
- (C) Whenever practicable, the drainage system of a Development shall coordinate with and connect to the drainage systems or drainage ways on surrounding properties or streets.
- (D) Use of drainage swales rather than curb and gutter and storm sewers in subdivisions is provided for in section 4.11.10. Private Streets and access ways shall provide adequate drainage if the grade of such roads or access ways is too steep to provide drainage in another manner or if other sufficient reasons exist to require such construction.
- (E) Construction specifications for drainage swales, curbs and gutters and storm drains are contained in Appendix ~~CB~~.

4.14.3. Storm Water Management

- (A) All Developments shall be constructed and maintained so that adjacent properties are not unreasonably burdened with surface waters as a result of such Developments. More specifically:
 - (1) No Development may be constructed or maintained so that such Development unreasonably impedes the natural flow of

water from higher adjacent properties across such Development, thereby unreasonably causing substantial damage to such higher adjacent properties;

- (2) No Development may be constructed or maintained so that surface waters from such Development are unreasonably collected and channeled onto lower adjacent properties at such locations or at such volumes as to cause substantial damage to such lower adjacent properties; and
 - (3) The post-development runoff rate shall be equal to or less than the pre-development rate from the design storm or a ten (10) year storm event.
- (B) All Developments shall contain an adequate drainage system for the property drainage of all surface water. No new construction and no substantial improvements of a structure may take place unless the design of a drainage system is reviewed by the administrator to assure that:
 - (1) No surface water shall be channeled or directed into a sanitary sewer.
 - (2) Where feasible, the subdivider shall connect to an existing storm drainage system.
 - (3) Where an existing storm drainage system cannot feasibly be extended to the subdivision, a surface drainage system shall be designed to protect the proposed Development from water damage.
 - (4) Surface drainage courses shall have side slopes of not less than the natural angle of repose for the soil but not steeper than a three (3) to one (1) slope in which the course is constructed and courses shall be of sufficient size to accommodate the drainage area without flooding the adjacent properties.

- (A) If the use is not a subdivision and is located on a Lot that is served by an existing power line and the use can be served by a simple connection to such power line (as opposed to a more complex distribution system, such as would be required in an apartment complex or Shopping Center), then no further certification is needed.
- (B) If the use is a subdivision or is not located on a Lot served by an existing power line or a substantial internal distribution system will be necessary, then the electric utility service provider must review the proposed plans and certify to the Town that it can provide service that is adequate to meet the needs of the proposed use and every Lot within the proposed subdivision.

4.15.4. Telecommunications Service

Every Principal Use and every Lot within a subdivision must have available to it a telecommunications service cable adequate to accommodate the reasonable needs of such use and every Lot within such subdivision. For purposes of this section, telecommunications services include telephone and cable services for telephone, television and internet access. Compliance with this requirement shall be determined as follows:

- (A) If the use is not a subdivision and is located on a Lot that is served by an existing telecommunications line and the use can be served by a simple connection to such telecommunications lines (as opposed to a more complex distribution system, such as would be required in an apartment complex or Shopping Center), then no further certification is necessary.
- (B) If the use is a subdivision or is not located on a Lot served by an existing telecommunications lines or a substantial internal distribution system will be necessary, then the applicable telecommunications utility providers must review the proposed plans and certify to the Town that it can provide service that is adequate to meet the needs of the proposed use and every Lot within the proposed subdivision.

4.15.5. Underground Utilities

- (A) All new electric power lines (not to include transformers or enclosures containing electrical equipment including, but not limited to, switches, meters or capacitors which may be pad mounted), telephone, gas distribution and cable television lines in subdivisions constructed after the effective date of this ordinance shall be placed underground in accordance with the specifications and policies of the respective utility service providers and located in accordance with Appendix ~~CB~~, **Standard Drawing No. 6 or 7.**

(Ord. #1871, 8-24-20)

- (B) Whenever an un-subdivided Development is hereafter constructed on a Lot that is undeveloped on the effective date of this chapter, then all electric power, telephone, gas distribution and cable television lines installed to serve the Development that are located on the Development site outside of a previously existing public street right-of-way shall be placed underground in accordance with the specifications and policies of the respective utility companies.

4.15.6. Utilities to Be Consistent with Internal and External Development

- (A) Whenever it can reasonably be anticipated that utility facilities constructed in one Development will be extended to serve other adjacent or nearby Developments, such utility facilities (e.g., water or sewer lines) shall be located and constructed so that extensions can be made conveniently and without undue burden or expense or unnecessary duplication of service as determined by the Town of Southern Pines. The dedication of requisite utility easements and/or the construction of utility facilities may be required, as determined necessary by the Town of Southern Pines, to accommodate utility service to adjacent or nearby properties.
- (B) All utility facilities shall be constructed in such a manner as to minimize interference with pedestrian or vehicular traffic and to

Town of Southern Pines, North Carolina
Unified Development Ordinance
Appendices



Updated

August 24, 2020

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APPENDIX B: SPECIFICATIONS ON DRIVEWAY ENTRANCES
ENGINEERING AND CONSTRUCTION STANDARDS MANUAL

~~B-1. All driveway entrances and other openings onto town-maintained streets shall, at a minimum, conform to the requirements set forth in this appendix. Driveway entrances to state-maintained streets shall also conform to the standards contained herein as well as those of the North Carolina Department of Transportation. In the event of a conflict between the two sets of standards, the most restrictive standard shall apply.~~

B-2. Basic Driveway Dimensions

	Map Reference (See Figure 1)	1 and 2 Family Residential	Multi-Family Residential and Commercial	Industrial
Width¹	W			
One-Way		10'-12'	15'-18'	20'-25'
Two-Way		10'-12'	30'-36'	40'-50'
Right Turn Radius² Or Flare	R	5'	15'-30'	15'-30'
Minimum Spacing³				
From Property Line	P	0'	0'	0'
From Street Corner	C	5'	10'	10'
Between Driveways	S	3'	3'	10'
Minimum Angle⁴	A	45'	45'	30'

¹Multi-lane driveway widths to be determined by the Public Works Director based upon the number of lanes, the type of land use served and the use of channelizing islands.

²On the side of a driveway exposed to entry or exit by right turning vehicles. The radii for major generator driveways to be determined by the Public Works Director.

³Measured along the curb or edge of pavement from the roadway end of the curb radius or flare.

⁴Minimum acute angle measured from edge of pavement and generally based on one-way operation. For two-way driveways and in high pedestrian activity areas, the minimum angle should be 70 degrees.

B-3. Driveway Spacing

~~(a) The standards for driveway spacing delineated in Section B-2 are intended as general guidelines for driveways with low and moderate traffic volumes. Spacing for high volume driveways (such as shopping centers, major apartment complexes, etc.) shall be determined by the Public Works Director based upon actual traffic conditions and needs.~~

~~(b) The number of permissible driveways on an individual property shall be determined as~~

follows:

Maximum Number of Driveways By Street		
Frontage	Arterial	All Other
<50'	1	1
51'-150'	1	2
151'-500'	2	3
>500'	3	4
See Section 3.6.5 for additional limitations on the number of driveways for property located within highway corridor overlay district.		

B-4. Dedication of Right-of-Way/Roadway Improvements:

Applicants for driveways may be required to dedicate right-of-way for and construct or reimburse the cost of constructing medians, acceleration and deceleration lanes and traffic storage lanes in order to connect a driveway to a street. The need for these improvements will be determined by the Public Works Director and in cases involving driveway connections onto state-maintained roads, the consent of the North Carolina Department of Transportation must also be obtained. The need for the improvements must be reasonably attributable to the traffic utilizing the driveway and the improvements must be designed to serve the driveway traffic.

APPENDIX C: SPECIFICATIONS FOR STREET DESIGN AND CONSTRUCTION (RESERVED FOR FUTURE CODIFICATION PURPOSES)

C-1. Design Speed, Sight Distance, Centerline Radius:

Design Factor	Street Type			
	Minor	Local	Sub-Collector	Collector
Design Speed	25 mph	25 mph	30 mph	30 mph
Minimum Sight Distance On Vertical Curve	150'	150'	200'	200'
Minimum Centerline Radius	150'	150'	200'	250'

C-2. Cut and Fill Slopes:

Cut and fill slopes on any street right-of-way may not exceed 3:1.

C-3. Sight Distances at Intersections:

—(a)— At no stop intersections, the intersection shall be constructed so that a person standing at a location on the centerline of any street 90 feet from the intersection of the street centerlines has an unobstructed view to a point located on the centerline of the intersecting street 90 feet (in either direction) from the intersection of the street centerlines. See Standard Diagram No. 1.

—(b)— Subject to Sub-section (c), at stop intersections, the intersection shall be constructed so that a person standing 10 feet back of the intersection of right-of-way lines on the stop street has an unobstructed view to a point on the right-of-way line of the intersecting through street located 70 feet from the intersection of the right-of-way lines. See Standard Diagram No. 2.

—(c)— At stop intersections where a residential street intersects with a state-maintained primary road, the intersection shall be constructed so that a person standing 30 feet back of the intersection of right-of-way lines on the stop street has an unobstructed view to a point on the centerline of the through street located 150 feet from the intersection of the street right-of-way lines. See Standard Diagram No. 3.

C-4. Radius at Street Intersections:

At street intersections, the intersections of the paved surfaces shall be rounded with a minimum radius as shown in Standard Diagram No. 4 and No. 5. Where streets intersect at less than right angles, a greater radius may be required.

C-5. Clearing and Grubbing:

~~Clearing and grubbing shall be performed within the limits shown on the plans. All timber, brush, roots, stumps, trees or other vegetation cut during the clearing operations shall become the contractor's responsibility to dispose of and shall be either removed from the project by him or satisfactorily disposed of on-site.~~

C-6. Grading and Compaction:

~~Streets shall be graded in accordance with the lines and grade set by the engineer. Before placing curb and gutter or base on the graded sub-grade, the sub-grade shall be compacted to 95% AASHTO T99 for a depth of 6 inches and then shall be proof rolled in the presence of the engineer. The cost of preparing compaction tests shall be borne by the developer. Places that are found to be loose or soft or composed of unsuitable materials, whether in the sub-grade or below it, must be dug out and refilled with suitable material. All embankments or fills shall be made in one-foot horizontal lifts of suitable material. The fill shall be rolled twice with a vibratory roller weighing not less than eight tons.~~

C-7. Street Base:

~~Streets and/or vehicle use areas that are required to provide access for fire apparatus shall have a heavy duty base consisting of a base course 8 inches thick which shall be crushed stone conforming to NCDOT Type ABC stone. The stone base course shall be placed in 4 inch layers, watered as necessary and compacted to 100% AASHTO T99. Vehicle use areas not required to support fire apparatus may have a standard duty 6 inch thick base course which shall be crushed stone conforming to NCDOT Type ABC stone compacted to 100% AASHTO T99. The costs of compaction tests shall be borne by the developer. The contractor shall be responsible for keeping the stone base free of contamination from clay or other foreign materials. Handling and placement of stone base shall all be in accordance with NCDOT specifications.~~

C-8. Street Surfaces:

~~The asphalt surface course for streets and/or vehicle use areas shall meet NCDOT spec for S.F. 9.5B asphalt. At a minimum, the asphalt for streets and/or vehicle use areas that are required to provide access for fire apparatus shall have a heavy duty surface placed in one 3-inch layer of intermediate NCDOT Type I 19.0C asphalt and one 2-inch layer of surface course and shall be handled and placed in accordance with NCDOT specifications. Vehicle use areas that are not required to support fire apparatus may have a standard duty surface consisting of one 2-inch layer of surface course. A pavement design study shall be required before surfacing arterial, collector and marginal access streets. The costs of asphalt testing, including asphalt plant inspection, shall be borne by the developer.~~

C-9. Pavement Section Variations:

~~Sections C-6, C-7 and C-8 set the standards that shall apply under normal soil conditions. However, where warranted by soil conditions, the public works director may require the developer to have site testing completed and a pavement design provided for the site conditions. The developer may also elect to have site testing completed and a pavement design provided by a licensed geotechnical engineer to request a variation from the standards. The documentation will be required to address that the proposed pavement design is capable of supporting the imposed load of fire apparatus weighing at least 75,000 lbs. (34,050 kg) for streets and vehicle use areas required to support fire apparatus. Under these circumstances, the public works~~

~~director may allow or require pavement sections that vary from standards set forth in Sections C-6, C-7 and/or C-8 above. The standard duty street base and street surface described in Sections C-7 and C-8 shall be the minimum allowable by the Town.~~

C-10. Street Cross Sections:

~~Streets shall be constructed and utilities located in accordance with Standard Drawing No. 6 or No. 7.~~

~~(Ord. passed 12-12-1989)~~

C-11. Curb and Gutter:

~~(a) The concrete curb and gutter shall be constructed according to the liens and grades established by the engineer. The concrete shall meet the State Highway requirements. The curb and gutter shall be 30 inches wide and shall have a vertical curb face. Expansion joints shall be provided every 30 feet and false joints every 10 feet.~~

~~(b) Curb and gutter shall be constructed in accordance with Standard Drawing No. 8.~~

C-12. Sidewalks:

~~Sidewalk construction shall be similar to street construction, with sub-grade compacted to 95% AASHTO T99. Concrete sidewalks shall be 4 inches thick (increasing to 6 inches thick at driveway entrances) and shall be at least 4 feet wide. Expansion joints shall be provided every 30 feet; false joints at 5 feet.~~

C-13. Wheel Chair Ramps:

~~Where required, wheel chair ramps shall be constructed in accordance with Standard Drawing No. 9.~~

C-14. Storm Water Runoff Control:

~~(a) The minimum design frequency for storm runoff shall be 10 years for storm sewer collection and 25 years for cross drainage (i.e., drainage facilities crossing a street).~~

~~(b) All storm drainage pipes shall be reinforced concrete and no pipe may be smaller than fifteen-inch diameter.~~

~~(c) Culvert outlet protection and swale erosion protection shall be designed based on a 10-year storm.~~

~~(d) All storm drainage structures and pipes shall be designed and constructed in accordance with Department of Transportation specifications and Standard Drawings No. 10 through No. 14, as amended. However, in case of a conflict, the standard drawings shall prevail.~~

C-15. Sedimentation Control:

~~Road shoulders, swales, back of curbs and cut and fill banks shall be completely dressed up by the contractor and seeded as soon as possible.~~



TOWN OF SOUTHERN PINES
OA-04-20: Text Amendments to the Unified Development Ordinance
Petitioner: Town of Southern Pines Engineering and Planning Staff

November 9, 2020

The Regional Land Use Advisory Commission (RLUAC) staff and Board of Directors have reviewed the proposed amendment to the Southern Pines Unified Development Ordinance and find no conflicts with the recommendations contained in the newly completed 2018 Joint Land Use Study

RLUAC therefore has no issues or concerns with the proposed text amendment.

Thank you for allowing RLUAC the opportunity to review these proposed amendments.

John K. McNeill, Chairman

Peter Campbell, Executive Director