

**SOUTHERN PINES APPEARANCE COMMISSION MINUTES**  
**Regular Meeting**  
**May 28, 2019**

**Board Members Present:** Birtha Shaw, Stefanie Summers, and Katherine Schirmer

**Staff Present:** Chris Kennedy, Debra Fisher, and Jeff Grey

**Guests Present:** None

Birtha Shaw called the meeting to order.

Birtha Shaw asked for any edits or comments to the proposed minutes for the March 26, 2019 Southern Pines Appearance Commission meeting as submitted. Birtha Shaw made a motion for approval, second by Katherine Schirmer to approve the March 26, 2019 minutes. Motion passed unanimously.

**Committee Reports:**

**Landscape / Trees / Planters:** Teresa Lenahan was not present at the meeting but did submit a report regarding updates for the Tree Subcommittee and flowerpots. The Tree Subcommittee approved the removal of one (1) pine tree of the two (2) requested to be removed at 396 Grove Road. All street side flowerpots are planted and growing well. The six (6) hanging baskets at the Welcome Center / Train station are filling in nicely. No additional comments were made regarding the report.

**General Appearance:**

**Adopt-A-Street:** Birtha Shaw reported that Aging Outreach Services has adopted the corner of W. Vermont Avenue along NW Broad Street extending onto Midland Road, ending at Clematis Road. Birtha Shaw stated that she has sent Jack Taylor the information needed for an Adopt-A-Street sign to be installed for this area.

**Building and Property:** Birtha Shaw stated there is an abandoned property located on the west side of Southern Pines and she will give the information to Lisa Webb, the Town of Southern Pines Code Enforcement Officer.

**Old Business:**

**Sprucing Up Southern Pines:** The Appearance Commission went over the list of properties that were nominated for the 2019 Sprucing Up Southern Pines awards. The Appearance Commission will contact Chris Kennedy with the list of winners once Teresa Lenahan is able to place her vote. Chris Kennedy stated that he will need the list of winners by July 3, 2019. Chris Kennedy stated that Jack Taylor has ordered ten (10) new Sprucing Up Southern Pines award signs.

**New Business:**

Chris Kennedy stated the Town has removed all of the trees located in the median on Brucewood Road and he has asked Jeff Grey to make a list of possible tree replacements to be planted back in the median. Chris Kennedy stated that Morganton Road medians and any associated tree replacements will need to be addressed soon as well.

Jeff Grey asked about possibly placing a memorial site to honor veterans in the Town. Chris Kennedy stated the concept will need a more defined scope that will ultimately need to be vetted through the Town Council and potential locations will need to be identified as well.

**Public Relations:**

Katherine Shaw stated that she has pictures and information regarding the downtown flowerpots and she will send such to The Pilot newspaper.

With no further items to discuss, Birtha Shaw made a motion for adjournment. Seconded by Katherine Shaw. Motion passed unanimously.

The next meeting of the Appearance Commission will be on July 23, 2019 at 8:00am.

Submitted by:  
Debra Fisher  
Town of Southern Pines