

**MOORE COUNTY PLANNING BOARD  
THURSDAY, DECEMBER 2, 2021, 6:00 PM  
MOORE COUNTY HISTORIC COURTHOUSE – 2<sup>nd</sup> FLOOR**

**CALL TO ORDER – 6 PM**

**INVOCATION – (Member Volunteer)**

**PLEDGE OF ALLEGIANCE – (Member Volunteer)**

**MISSION STATEMENT – (Member Volunteer)**

**I. PUBLIC COMMENT PERIOD (*Procedures are attached*)**  
**Please sign up on the Public Comment Sign In sheet near the door**

**I. APPROVAL OF CONSENT AGENDA**  
All items listed below are considered routine and will be enacted by one motion. No separate discussion will be held except by a member of the Planning Board:

- A. Approval of Meeting Agenda
- B. Approval of Public Hearing items as presented on November 4, 2021
- C. Approval of Minutes of November 4, 2021
- D. Consideration of Abstentions

**II. ELECTION OF VICE-CHAIR**

**III. PLANNING DEPARTMENT REPORTS - Debra Ensminger**

**IV. BOARD COMMENT PERIOD - Chairman**

**V. UPCOMING EVENTS**

- Tuesday, January 4, 2022, 10:30 AM Board of Commissioners Meeting to be held at the Historic Courthouse in Carthage
- **Thursday, January 6, 2022, 6:00 PM Planning Board Meeting to be held at the Historic Courthouse in Carthage**
- Tuesday, January 18, 2022, 5:30 PM Board of Commissioners Meeting to be held at the Historic Courthouse in Carthage

**VI. ADJOURNMENT**

*Special accommodations for individuals with disabilities or impairments will be made upon request to the extent that reasonable notice is **given** to the County.*

*Please see attached procedures for the Public Comment Period and public comment during Public Hearing*

**PUBLIC COMMENT PROCEDURES  
MOORE COUNTY PLANNING BOARD**

*The Moore County Planning Board is committed to allowing members of the public an opportunity to offer comments and suggestions for the efficient and effective administration of government. 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 Board during the Public Comment Period shall be subject to the following procedures:*

- 1. The Public Comment period will be held at the beginning of the Board meeting. The comment period will be limited to a maximum of thirty minutes*
- 2. Persons who wish to address the Board during the Public Comment Period will register on a sign-up sheet available on the table outside the entrance door to the Meeting Room indicating contact information and topic. Sign-up sheets will be available beginning 30 minutes before the start of the meeting. No one will be allowed to have his/her name placed on the list by telephone request to County Staff.*
- 3. Each person signed up to speak will have three (3) minutes to make his/her remarks. Each person signed up to speak will only be entitled to the time allotted to each speaker and one additional time period which may be yielded to him/her by another individual who has also signed up to speak on a particular topic.*
- 4. Speakers will be acknowledged by the Board Chairperson in the order in which their names appear on the sign-up sheet. Speakers will address the Board from the lectern at the front of the room and begin their remarks by stating their name and address.*
- 5. Public comment is not intended to require the Board to answer any impromptu questions. Speakers will address all comments to the Board as a whole and not one individual member. Discussions between speakers and members of the audience will not be allowed.*
- 6. 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 Moore County shall not be allowed. Speaker must be respectful and courteous in their remarks and must refrain from personal attacks and the use of profanity.*
- 7. Only one speaker will be acknowledged at a time. If the time period runs out before all persons who have signed up get to speak, those names will be carried over to the next Public Comment Period.*
- 8. Any applause will be held until the end of the Public Comment Period.*
- 9. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Chairperson.*
- 10. Information sheets outlining the process for the public's participation in Board meetings will also be available in the rear of the Meeting Room.*
- 11. Action on items brought up during the Public Comment Period will be at the discretion of the Board.*

*Adopted on the 4<sup>th</sup> day of February, 2010 by a 8 to 1 vote of the Moore County Planning Board.*

**MOORE COUNTY PLANNING BOARD  
PUBLIC HEARINGS PROCEDURES**

*The Moore County Planning Board serves the public as well as the Board of Commissioners. During each public hearing a special time has been set aside for the purpose of receiving comments and suggestions. To insure that comments and suggestions are productive and not unnecessarily long, procedural rules for conducting public hearings are necessary. The following procedural rules will be utilized during public hearings of the Moore County Planning Board:*

- 1. Anyone who would like to address the Board during a public hearing should register on the appropriate sign-up sheet indicating their name and address. Sign-up sheets will be available on the table outside the entrance door to the Meeting Room 30 minutes before the start of the meeting. Information sheets outlining the process for the public's participation in Board meetings and public hearings will also be available. No one will be allowed to have his/her name placed on the list by telephone request to County Staff.*
- 2. Each speaker will be called by the Chairman to the lectern, will state their name and address clearly into the record before providing their comments.*
- 3. Speakers will address all comments to the Board as a whole and not to any one individual member. Speakers will be respectful, courteous, refrain from personal attacks and the use of profanity.*
- 4. Any applause will be held until the end of the public hearing.*
- 5. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Secretary.*
- 6. Action on items brought up during the public hearing will be at the discretion of the Board.*

*Adopted on the 5<sup>th</sup> day of May, 2011 by a 9 to 0 vote of the Moore County Planning Board*

**MINUTES**  
**MOORE COUNTY PLANNING BOARD**  
**THURSDAY, NOVEMBER 4, 2021, 6:00 PM**  
**MOORE COUNTY HISTORIC COURTHOUSE – 2<sup>nd</sup> FLOOR**

**Board Members Present:**

Joe Garrison (Chairman), John Cook, John McLaughlin, Amy Lynn

**Board Members Absent:**

Jeffrey Gilbert, Bobby Hyman

**Staff Present:**

Debra Ensminger, Planning Director; Stephanie Cormack, Admin Officer; Betty Lynd, Senior Planner; Tron Ross, Associate County Attorney

**CALL TO ORDER**

Chairman Joe Garrison called the meeting to order at 6:00 pm.

**INVOCATION**

Chairman John Cook offered the invocation.

**PLEDGE OF ALLEGIANCE**

Chairman Joe Garrison led in citing of the Pledge of Allegiance.

**MISSION STATEMENT**

Board Member Amy Lynn read the Moore County Mission Statement.

**PUBLIC COMMENT PERIOD**

There was no public comment.

**APPROVAL OF THE CONSENT AGENDA**

- A. Approval of Meeting Agenda
- B. Approval of Minutes of March 4, 2021
- C. Consideration of Abstentions

Board Member John McLaughlin made a motion for approval of the consent agenda and approval of the minutes of March 4, 2021, meeting. Board Member John Cook seconded the motion and the motion passed unanimously 4-0.

## **ELECTION OF VICE CHAIR**

Chairman Garrison recommended this item be tabled to the next meeting when all board members could be present. Board Member Amy Lynn made a motion to table election of Vice Chair until the next meeting date. Board Member John Cook seconded the motion and the motion passed unanimously 4-0.

Chairman Garrison asked Moore County staff Debra Ensminger to speak on behalf of the passing of Vice Chair Harry Huberth. Ms. Ensminger approached the podium and said a few words in honor of Vice Chair Harry Huberth who will be greatly missed.

## **PUBLIC HEARING**

**Public Hearing #1** – Moore County staff is requesting amendments to the Unified Development Ordinance Text Amendments - Quarterly Update – Betty Lynd

Senior Planner Betty Lynd presented to the board the requested amendments as noted within the staff report.

1. Amend Chapter 6 (Table of Uses), Section 6.1 (Use Table)
2. Amend Chapter 8 (Specific Use Standards), Section 8.11 (Home Occupation, Level 1)
3. Amend Chapter 8 (Specific Use Standards), Section 8.31 (Office)
4. Amend Chapter 8 (Specific Use Standards), Section 8.58 (Massage & Bodywork Therapy Practice, Unlicensed)
5. Amend Chapter 15 (Watershed Overlay Districts)
6. Amend Chapter 17 (Enforcement & Penalties), Section 17.2 (Enforcement Procedures), Subsection A (Investigation)
7. Amend Chapter 18 (Subdivisions), Section 18.7 (Major Subdivisions – Minimum Design Standards as Shown on Preliminary Plat), Subsection T (Cluster Mailboxes)
8. Amend Chapter 18 (Subdivisions), Section 18.16 (Subdivision Plat Requirements)

Mrs. Lynd explained to the board these items were being updated for various reasons, customer inquiries of clarity, ensure proper code is being followed, enforcement procedure timelines and guidance regarding transferring of watershed allocations to other municipalities.

Board Chair Garrison asked if the reason staff was separating boat and RV storage under the Table of Uses was due to the number of storage facilities coming up in the area?

Mrs. Lynd explained there have been a number of inquiries and if these types of uses are permitted by right then the board would not normally see this type of request. By requiring a conditional zoning on these uses then it would have to go before the board for approval.

Board Chair Garrison asked for further clarification regarding the language change for medical office uses.

Mrs. Lynd explained there was an inquiry to convert a residential accessory structure to a medical office, staff soon realized this was not clarified in the ordinance and needed to be addressed.

Board Chair Garrison asked the reason behind needing clarification for cluster mailboxes.

Mrs. Lynd explained there is an existing mail house located in Seven Lakes that has a potential need for expansion and staff realized there was not sufficient guidance in the ordinance to ensure enough parking was available as well as the standards needed to move forward.

Board Member Lynn asked how the watershed overlay district comes into play around the county.

Mrs. Lynd explained the county has a certain amount of acreage allocated for each watershed district and when a municipality runs out of their allotted allocations, they have the right to request transfer of allocations from the county to that municipality.

With no further comments from the board Chairman Garrison opened the Public Hearing.

With no one signed up to speak the board chair closed the Public Hearing.

With no further comments Board Member John Cook made a motion to adopt the attached Moore County Planning Board Land Use Plan Consistency Statement and authorize its chairman to execute the document as required by North Carolina General Statute 160D-604. The motion was seconded by Board Member Amy Lynn; the motion passed unanimously 4-0.

Chairman Joe Garrison made a motion to recommend approval to the Moore County Board of Commissioners of the proposed text amendment to the Moore County Unified Development Ordinance. The motion was seconded by Board Member Amy Lynn; the motion passed unanimously 4-0.

**Public Hearing #2 – Unified Development Ordinance Text Amendment – Highway Corridor Overlay District (Urban Transition Land Uses) – Betty Lynd**

Pete Mace of TIJJS, LLC is requesting a text amendment to the Moore County Unified Development Ordinance.

Senior Planner Betty Lynd presented to the board the requested amendment as noted within the staff report.

1. Amend Chapter 7 (General Development Standards), Section 7.8 (Highway Corridor Overlay District)

Mrs. Lynd provided the board with a general definition of the uses that would fall under this type of use and provided examples.

The applicant is requesting high impact outdoor recreation be removed as a prohibited use from the Table of Uses. These types of uses were prohibited as adopted by the Board of County Commissioners in April of 2021, located in the Urban Transition Highway Corridor Overlay District. The applicant is requesting this type of use be allowed under a conditional zoning. If allowed under a conditional zoning the use would be applicable to any property located in the Urban Transition Highway Corridor Overlay District.

With no further comments from the board Chairman Garrison opened the Public Hearing.

Chairman Garrison asked if this was a prohibited use and wanted to make sure if approved these types of uses would have to go through the conditional zoning process.

Mrs. Lynd explained these types of uses are a prohibited use within this district and provided examples of these type of uses. If approved these types of uses would have to go through a conditional rezoning process and would be brought before the board for review.

The following signed up to speak during the public hearing.

- Pete Mace; 170 Pine Barrens Vista Southern Pines

Mr. Mace explained to the board he has a client who is interested in a high-end golf putting facility located on a piece of property with 5.2 acres in the Urban Transition Highway Corridor Overlay District. Mr. Mace explained this type of use is currently not allowed under this zoning designation and is looking at hopefully changing this use option.

With no other person signed up to speak Chairman Garrison closed the public hearing.

With no further comments Board Member Amy Lynn made a motion to adopt for approval the attached Moore County Planning Board Land Use Plan Consistency Statement and authorize its chairman to execute the document as required by North Carolina General Statute 160D-604. The motion was seconded by Board Member John McLaughlin; the motion passed unanimously 4-0.

Board Member Amy Lynn made a motion to recommend approval to the Moore County Board of Commissioners of the proposed text amendment to the Moore County Unified Development Ordinance. The motion was seconded by Board Member John Cook; the motion passed unanimously 4-0.

## **PLANNING DEPARTMENT REPORTS**

Ms. Ensminger mentioned the upcoming December meeting maybe set up as a work session to discuss 160D changes/additions and reformat of the look to the Unified Development Ordinance. Ms. Ensminger explained most of the changes are made to reflect changes to the law which are already in effect.

## **BOARD COMMENT PERIOD**

Chairman Garrison thanked Moore County staff for all their hard work while working for the county and welcomed new Board Members.

## **ADJOURNMENT**

With no further comments Board Member Amy Lynn made a motion to adjourn the November 4, 2021, regular meeting. The motion was seconded by Board Member John Cook; meeting adjourned at 6:30 p.m., the motion passed unanimously 4-0.

Respectfully submitted by,

Stephanie Cormack