



**PLANNING AND ZONING BOARD
MARCH 4, 2021
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM**

- I. Call to Order
- II. Approval of Minutes
 - A. 02-04-2021 Regular Meeting Minutes
 - B. 02-18-2021 Special Joint Meeting
- III. General Business
 - A. Discuss Upcoming Planning and Zoning Board Business
- IV. Next Meeting Date
 - B. 04-08-2021 (Second Thursday in April)
- V. Motion to Adjourn

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement.



**02-04-2021 REGULAR MEETING MINUTES
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Brown

CC:

Darryn Burich & Alex Cameron

DATE OF MEMO:

2/22/2021

MEMO DETAILS:

Attached are the draft minutes of the 02-04-2021 regular meeting, including the reconvened meeting on 02-11-2021, for your review.

ATTACHMENTS:

Description

▣ 02-04-2021 Regular Meeting Minutes



**PLANNING AND ZONING BOARD
REGULAR MEETING (ELECTRONIC)
THURSDAY, FEBRUARY 4 & FEBRUARY 11, 2021
ASSEMBLY HALL & ZOOM MEETING PLATFORM
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM**

Board Members Present:

Cyndie Burnett, Chair
Phillip Shumaker
Jack Farrell
Paul Roberts*
Jeramy Hooper
David Alzamora
Matt Jones

Board Members Absent:

Sonja Rothstein
Julia Latham, 2nd Vice

Staff Present:

Darryn Burich, Planning Director
Alex Cameron, Senior Planner
Kathy Liles, On-Call Senior Planner
Kelly Brown, Clerk to the Board

And approximately four people in attendance.

I. Call to Order

Ms. Burnett confirmed a quorum was present and called the February 4th meeting to order at 4:00 pm.

*Mr. Roberts participated remotely via Zoom meeting platform.

Ms. Burnett and the Board welcomed Matt Jones as the newest member to the Planning and Zoning Board and alternate member of the Board of Adjustment.

II. Approval of Minutes

A. 01-07-2021 Regular Meeting Minutes

Mr. Hooper moved to approve the minutes of the January 7, 2021 regular meeting. Seconded by Mr. Farrell. Approved by a vote of 5-0.

III. General Business

Mr. Shumaker arrived to the meeting at 4:05 pm.

Mr. Farrell moved to recess the regular meeting and enter into Public Hearing No. 1. Seconded by Mr. Hooper. Approved by a vote of 6-0.

A. Public Hearing No. 1

Planning Director Darryn Burich and Senior Planner Alex Cameron stated the purpose of the public hearing was to consider text amendments to Section 9.5, Section 9.14 and Chapter 10 of the Pinehurst Development Ordinance (PDO) to address tree preservation and landscaping standards.

1. Section 9.5 will provide for purpose, definitions, clearing and grading applications and permits, tree survey requirements, tree removal standards, tree preservation credits, tree removal, exemptions and violations.
2. Section 9.14 will address tree retention and planting requirements for single family lots including tree preservation credits, planting and spacing, minor modifications to preserve trees, trees removed in violation, and continual maintenance.

3. Chapter 10 will include definitions for clearing and grading, development, protected trees, redevelopment, specimen tree, and tree preservation yards.

The following provided public comment:

- Leo Santowasso of 340 Barton Hills Court spoke in favor of the tree preservation ordinance.
- Landon White of Landon White Law Firm spoke against the tree preservation ordinance.
- John Hoffman of Edward Road spoke in favor of the tree preservation ordinance.
- Colette Kolinsky of 25 Queens Court spoke in favor of the tree preservation ordinance.
- Public comment from Paula Nash of the Moore County Home Builders Association was received via email and read aloud. They stated the tree preservation ordinance was detrimental to their industry and asked to meet with Village staff to find common ground.

After general discussion in favor the tree preservation ordinance and providing feedback to staff, the Board confirmed a quorum would be available to reconvene a vote on the proposed tree preservation ordinance in order to allow the public to provide comment to the Clerk of the Board.

Mr. Farrell moved to close the public hearing and re-enter the regular meeting. Seconded by Mr. Alzamora. Approved by a vote of 6-0.

IV. General Business

A. Board Organization

With Mr. Leo Santowasso's departure, there was a vacancy for 1st Vice-Chair to the Board.

Mr. Shumaker moved to nominate Mr. Hooper as 1st Vice-Chair to the Planning and Zoning Board. Seconded by Mr. Farrell. Approved by a vote of 5-0.

Roll Call

Mr. Jones	Yes
Mr. Alzamora	Yes
Mr. Roberts	Yes
Mr. Shumaker	Yes
Mr. Farrell	Yes

V. Next Meeting Date

A. Recessed Meeting on February 11, 2021

VI. Motion to Recess

Mr. Hooper moved to recess Public Hearing No. 1 to Thursday, February 11th at 4:00 pm at Village Hall and via the Zoom meeting platform to allow for the required minimum of a 24 hour comment period. Comments can be sent to the clerk prior to action by the Planning and Zoning Board. Seconded by Mr. Shumaker. Approved by a vote of 6-0 at 5:50 pm.

VII. Motion to Reconvene

The Board met remotely on Thursday, February 11th, 2021 via the Zoom meeting platform. Ms. Burnett confirmed a quorum was present and called the meeting to order at 4:00 pm. The following were in attendance:

Board Members Present:

Cyndie Burnett, Chair
 Jeremy Hooper, 1st Vice
 Julia Latham, 2nd Vice
 Jack Farrell
 Matt Jones
 Paul Roberts
 Phillip Shumaker

Board Members Absent:

Sonja Rothstein
 David Alzamora

Staff Present:

Darryn Burich, Planning Director
 Alex Cameron, Senior Planner
 Kelly Brown, Clerk to the Board

Mr. Shumaker moved to reconvene the regular meeting from February 4th, 2021. Seconded by Mr. Farrell. Approved by a vote of 5-0. Mr. Hooper joined the meeting at 4:02 after vote to reconvene.

VIII. Discussion and Vote on Proposed Text Amendment

Clerk to the Board Kelly Brown confirmed no public comments were received during the 24 hour public comment period following the February 4th meeting. Ms. Burnett reiterated the Board received three prior comments in favor and three prior comments not in favor of the proposed tree preservation ordinance. As requested by the Board, Senior Planner Alex Cameron provided an estimate that the proposed tree preservation ordinance may increase building costs by an additional 3% at most, if builders/contractors are unable to use existing trees on the lot to meet the proposed ordinance requirements. He stated staff met with Paula Nash, Executive Officer, and a Moore County Home Builders Association member representative on February 10th to address concerns and present examples of lots conforming to the new tree preservation standards.

Mr. Farrell moved that the Planning and Zoning Board recommend approval of the proposed text amendments with recent revisions to the Pinehurst Village Council and adopt the following statement of consistency: In the 2019 Comprehensive Plan, Guiding Principle 7 “All things Green: Parks, Open Spaces & Natural Resources” states the urban forest is an important aesthetic, economic, and environmental asset to Pinehurst. It contributes positively to the character of the Village, the health of the environment, the quality of life of residents, and the experience of visitors. Implementation Strategy 7.6 further suggests the Village to enhance the Tree Preservation Program and standards for tree planting and preservation in the Pinehurst Development Ordinance.

Therefore, the Village of Pinehurst Planning and Zoning Board finds that the proposed text amendments to the Pinehurst Development Ordinance IS consistent with the 2019 Comprehensive Plan. Achieving goals consistent with the Comprehensive Plan is deemed to be reasonable and in the best interest of the public. Seconded by Mr. Hooper. Approved by a vote of 6-0.

Roll Call

Jack	Yes
Matt	Yes
Julia	Yes
Paul	Yes
Phillip	Yes
Jeremy	Yes

Ms. Burnett confirmed availability of the Board for a special joint meeting with Village Council on Thursday, February 18th, 2021 at 4:00 pm via Zoom meeting platform to discuss potential administrative needs of the Board and implementation of the 2019 Comprehensive Plan Strategies.

IX. Next Meeting Date

A. Special Joint Meeting on February 18th, 2021

B. Regular Meeting on March 4, 2021

X. Motion to Adjourn

Mr. Hooper moved to adjourn the meeting. Seconded by Mr. Farrell. Approved by a vote of 6-0 at 4:24 pm.

Respectfully Submitted,

Kelly Brown
Clerk to the Board &
Planning Administrative Specialist
Village of Pinehurst

A videotape of this meeting is located on the Village website: www.vopnc.org.

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**02-18-2021 SPECIAL JOINT MEETING
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Brown

CC:

Darryn Burich & Alex Cameron

DATE OF MEMO:

2/23/2021

MEMO DETAILS:

Attached are the draft minutes of the 02-18-2021 special joint meeting with Village Council for your review.

ATTACHMENTS:

Description

▣ 02-18-2021 Special Joint Meeting



**VILLAGE COUNCIL
PLANNING AND ZONING BOARD
MINUTES FOR SPECIAL MEETING OF FEBRUARY 18, 2021
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA**

The Pinehurst Village Council and the Planning and Zoning Board held a special joint meeting at 4:00 p.m., Thursday, February 18, 2021 in Assembly Hall at Village Hall, 395 Magnolia Road, Pinehurst, North Carolina and via the electronic meeting platform ZOOM.

The following were in remote attendance:

Mr. John C. Strickland, Mayor
Ms. Judy Davis, Mayor Pro Tem
Ms. Lydia Boesch, Councilmember
Mr. Kevin Drum, Councilmember
Ms. Jane Hogeman, Councilmember
Ms. Cyndie Burnett, Planning and Zoning Board Chair
Mr. Jeremy Hooper, 1st Vice Chair Planning and Zoning Board
Ms. Julia Latham, 2nd Vice Chair Planning and Zoning Board
Mr. Phillip Shumaker, Planning and Zoning Board Member
Mr. Jack Farrell, Planning and Zoning Board Member
Mr. Paul Roberts, Planning and Zoning Board Member
Mr. David Alzamora, Planning and Zoning Board Member
Mr. Matt Jones, Planning and Zoning Board Member
Ms. Sonja Rothstein, Planning and Zoning Board Member
Mr. Jeffrey Sanborn, Village Manager
Ms. Natalie Hawkins, Assistant Village Manager of Administration

The following were in attendance in Assembly Hall:

Ms. Beth Dunn, Village Clerk

1. Call to Order.

Mayor John Strickland and Cyndie Burnett, Planning and Zoning Board Chair, called the special meeting to order. Councilmembers and the Planning Board Members introduced their selves.

2. Discuss Potential Administrative Needs and Implementation of 2019 Comprehensive Plan Strategies.

Mayor Strickland stated that Councilmembers were in favor of all types training for the Planning Boards, including training on the history of Pinehurst. Councilmember Hogeman stated it may be helpful to review the Pinehurst Development Ordinance (PDO). Darryn Burich, Planning and Inspections Director, shared the School of Government online training and materials available to board members. Jeff Sanborn, Village Manager, stated we would like a build a systematic approach for training for long term needs.

Mayor Strickland asked that as the Planning Board works through issues on applications that they red flag any issues. Councilmember Drum stated if there is something we need to fix let us know. Mr. Sanborn stated as recommendations on applications come to Council from the Planning and Zoning Board maybe there could be a separate section in the report for areas of the PDO that were hard to interrupt. Councilmember Hogeman stated that the County receives a list of Development Ordinance

changes quarterly and has suggested this in the past as a way to work on PDO issues. Councilmember Boesch stated that walking the applicant's site, actually putting your feet and eyes on the ground, helps her work through the application. Ms. Burnett stated the Planning Board also walks the sites and now have badges for identification. Julia Latham, Planning and Zoning Board Member, stated that staff are the experts at navigating the PDO and the board relies on them for that expertise. Ms. Latham also noted that the Planning and Zoning have already flagged signage and golf course setbacks as areas of concern in the PDO. Mr. Burich stated staff plans to share items in the PDO that they have identified as problems and are creating a matrix for these. Alex Cameron, Senior Planner, reviewed a list of some of the PDO items already identified to be amended.

Mayor Strickland explained there has been some discussion on how to work on some of the PDO issues. The group discussed various ways to form subcommittees to get the work completed and balance the time commitment of the Planning and Zoning Board Members. Mayor Strickland asked the group if there were any questions on the Small Area Plans or Moratorium. Paul Roberts, Planning and Zoning Board Member, stated that right now there is conflict between the PDO, which is statutory, and the Comprehensive Plan, which is only regulatory. David Alzamora, Planning and Zoning Board Member agreed there is conflict and noted that hopefully these actions will help fix some of the issues.

Mayor Strickland Stated that Council was not satisfied with meeting applicants and appointing them all in the same meeting. Now applicants are given to Council a couple months ahead of the appointment to give Council time to meet the applicants. Ms. Burnett stated she would also like the Planning and Zoning Board to have a chance to look at the resume of the member being consider for appointment so that they may provide feedback.

Mayor Strickland stated that the current Municipal Code states that Council is to appoint the 5 primary members of the Board of Adjustment and he would like to have a discussion with Mike Newman, Village Attorney, and Julia Latham, Board of Adjustment Chair, to discuss this process. Currently the Board of Adjustment selects the sitting primary and alternate members from the current members. Ms. Latham stated she glad to discuss with Mr. Newman, but believes the current process is ok and compliant with the Municipal Code, as members are appointed by Council to both the Planning Board and Board of Adjustment. Mr. Sanborn stated that Mr. Newman has indicated to him that the current process is acceptable with what is written in the code.

3. Motion to Adjourn the Special Council Meeting

Council and the Planning and Zoning Board unanimously approved to adjourn the special joint meeting, at 5:43 p.m.

Respectfully Submitted,

Beth Dunn,
Village Clerk

A videotape of this meeting is located on the Village website: www.vopnc.org

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**DISCUSS UPCOMING PLANNING AND ZONING BOARD BUSINESS
ADDITIONAL AGENDA DETAILS:**

FROM:

Alex Cameron

CC:

Darryn Burich

DATE OF MEMO:

2/22/2021

MEMO DETAILS:

The Board and staff can discuss identifying areas of the Pinehurst Development Ordinance (PDO) for updates and implementing strategies of the 2019 Comprehensive Plan.