



**PLANNING AND ZONING BOARD  
REGULAR MEETING  
THURSDAY, NOVEMBER 03<sup>RD</sup>, 2022  
ASSEMBLY HALL  
395 MAGNOLIA ROAD  
PINEHURST, NORTH CAROLINA  
4:00 PM**

**Board Members Present:**

Jeremy Hooper, Chair  
Jack Farrell, 1<sup>st</sup> Vice-Chair  
Julia Latham, 2<sup>nd</sup> Vice-Chair  
Matt Jones  
Sonja Rothstein  
Louise Mercuro

**Board Members Absent:**

Paul Roberts  
David Alzamora

**Staff Present:**

Darryn Burich, Planning Director  
Alex Cameron, Planning Supervisor  
Alfred Cassidy, Senior Planner  
Maria Carpenter, Planner  
Shannon Konstantinou, Clerk to the Board  
Lori Hercules, IT Technician

Approximately 3 member(s) of the public in attendance.

**I. Call to Order**

Mr. Hooper called the meeting to order at 04:00 PM, asked the Board to introduce themselves, introduced Staff, and explained the purpose of this meeting.

**II. Approval of Minutes**

**A. 10-06-2022 Regular Meeting Minutes**

Mr. Farrell moved to approve the minutes of the October 06<sup>th</sup>, 2022 Regular Meeting. Seconded by Mr. Jones. Approved by a vote of 5-0.

**B. 10-24-2022 Special Meeting Minutes**

Mr. Farrell moved to approve the minutes of the October 24<sup>th</sup>, 2022 Special Meeting. Seconded by Ms. Rothstein. Approved by a vote of 5-0.

The Board and Staff agreed to move General Business items to position III on the agenda ahead of the Discussion of Village Place Form Based Code.

**III. General Business**

**A. 2023 P&Z / BOA Meeting Calendar**

Mr. Farrell moved to approve the 2023 P&Z / BOA Meeting Calendar. Seconded by Mr. Jones. Approved by a vote of 5-0.

**B. Board Organizational Items**

Mr. Hooper asked the Board to review the materials provided consisting of the Ethics Policy and Conflict of Interest Policy, and to complete and sign the Ethics Policy and Conflict of Interest acknowledgement documents.

**IV. Discuss Village Place Form Based Code**

*Continued discussion of the development of the Form Based Code for Village Place. No official action will be taken by the Board.*

Mr. Burich outlined the sections of the Village Place Form Based Code to be discussed, which consist of Section 3.0 Street Design and Section 4.0 Landscape Design.

The Board and Mr. Burich reviewed subsections of Section 3.0 Street Design titled Overview (Purpose, Components, and General Provisions), Proposed Circulation Plan, Complete Streets, Streetscape Zones, Street Types (Street Section - Typical Commercial, Street Section - Typical Residential, Street Section - Rattlesnake Trail, Street Section Typical Alley - Residential & Commercial), and Material and Element Standards (Travel Lanes [Vehicular], Parking [Parallel], Street Plantings, Street Lights, and Street Furnishings).

The Board and Mr. Burich reviewed subsections of Section 4.0 Landscape Design titled Overview (Purpose, Components, General Provisions for Open Space, and General Provisions for Lots), Proposed Open Space and Pedestrian Network, Open Space Types (Central Green, Plazas, Attached Greens, Pedestrian Passages, and Natural / Buffer Areas), and Material & Element Standards (Landscape, Hardscape, and Site Furnishings).

**V. Next Meeting Date  
12-01-2022 Regular Meeting**

The Board and Staff discussed a Public Hearing being held for the Board of Adjustment on December 01, 2022 and the potential to have another Special Meeting to discuss Village Place Form Based Code.

**VI. Motion to Adjourn**

Ms. Rothstein moved to adjourn the Regular Meeting. Seconded by Mr. Farrell. Approved by a vote of 5-0 at 05:57 PM.

Respectfully Submitted,

Shannon Konstantinou  
Clerk to the Board &  
Planning Administrative Specialist  
Village of Pinehurst

*A videotape of this meeting is located on the Village website: [www.vopnc.org](http://www.vopnc.org).*

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.