



Town of Carthage

Board of Commissioners
Regular Meeting
March 16, 2026 at 6:30 p.m.

McDonald Building
207 McReynolds Street
Carthage, NC 28327

AGENDA

CALL TO ORDER

INVOCATION – Mayor Jimmy Chalflinch

PLEDGE OF ALLEGIANCE – Commissioner Brent Tanner

APPROVAL OF AGENDA

Members of the board may remove, add, or rearrange items on the agenda before beginning the meeting. Motions/votes are not required to approve the agenda, but there must be unanimous consent before proceeding.

CONSENT AGENDA

All items listed below are considered routine and will be enacted by one motion. No separate discussion will be held except at the request of a member of the Board of Commissioners to remove an item from the consent agenda and place it on the regular agenda.

- Budget Amendment #19 – Move Funds for McNeill Street Water Main Repairs (pg. 1)

PUBLIC COMMENT SESSION

All public comments made during a public hearing should be withheld until the public hearing has begun and the floor is opened for public comments. No public comment will be made outside of this public comment session or a public hearing unless otherwise permitted by the Board of Commissioners. The mayor or presiding officer may place time limits on speakers before the start of the public comment session.

REPORTS

- Manager's Report (pg. 2)
- Departmental Reports (pg. 3-15)

PUBLIC HEARINGS

- a. PUBLIC HEARING – Contiguous Annexation Request (ANX.26.01) for TBD Needmore Rd (PID#00990242), Petitioner: Formyduval Homes, LLC / Owner: Jordan Two, LLC (Kim Gibson, pg. 16-23)
- b. PUBLIC HEARING – Conditional Zoning Request (ORD.26.04) "Priest Hill," PID #: 00005664, 00005666, 00000262, 20030408, 00005671, 00990018, and 00005663; Petitioner: Rhetsen Companies, Inc (Jennifer Locklear/Abby Manning, pg. 24-39)

- c. PUBLIC HEARING – Resolution (RES.26.13) to Adopt Outreach Plan and Verifiable Percentage Goal for Minority Businesses (Emily Yopp, pg. 40-49)

OLD BUSINESS

- a. Update on FEMA Funding for Storm Damages from TS Chantal (Emily Yopp, pg. 50-56)

NEW BUSINESS

- a. Request for Road Closure (ORD.26) from NC DOT for Annual Buggy Festival (Kim Gibson, pg. 57-58)
- b. Site Plan Review, Parcel ID 20170229; Petitioner: Gattis Construction Inc on behalf of Jeff Leenheer (Jennifer Locklear/Abby Manning, pg. 59-63)
- c. Call a Public Hearing to Amend the UDO to Allow Staff to Schedule Public Hearings Without a Resolution to Call a Hearing, (Jamie Sandoval, pg. 64)

FINAL COMMENTS

The Board of Commissioners may take this opportunity to provide feedback, comments, commendations, and/or just general thoughts regarding various topics, issues, and ideas.

ADJOURNMENT

Town of Carthage

North Carolina

BOARD OF COMMISSIONERS



MEETING AGENDA & BOARD MATERIALS

Regular Monthly Meeting

March 16, 2026

The McDonald Building
207 McReynolds Street
Carthage, NC 28327



Town of Carthage Board of Commissioners

BUDGET AMENDMENTS #19 – MOVE FOR MCNEILL ST WATER MAIN REPAIRS

Approved on the Consent Agenda for the March 16, 2026 Regular Meeting of the Board of Commissioners

Budget Amendment #19

Our Public Works Department has discovered a leak in the watermain pipe casing underneath S. McNeill Street, at the exit of Carriage Hill neighborhood. We have received distributions from the PFAS class action lawsuit that we put in a contingency or reserve line item. This amendment is to use some of this contingency money to pay for the S. McNeill St. repairs.

2025/2026 BUDGET AMENDMENT				NUMBER 19
WATER FUND				
MARCH 2026				
Account Code		<u>BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>NEW BUDGET</u>
REVENUES:				
		0		0
				0
EXPENDITURES:				
51-5820-577	CONTINGENCIES	169,400	-47,000	122,400
	(30-810-98: CONTINGENCY/RESERVE)			0
				0
51-5820-512	CONTRACTUAL SERVICES	555,000	47,000	602,000
	(30-810-45: CONTRACTED SERVICES)			

Ayes: _____
 Nays: _____
 Absent/Excused: _____

 Jimmy Chalflinch, Mayor

Attest:

 Kimberly Gibson, Town Clerk



MANAGER'S REPORT

Date: March 16, 2026
To: Carthage Board of Commissioners
From: Emily D. Yopp, Town Manager

1. Downtown Revitalization Design Update

As of this writing, we are still within the 30-day statutory bidding waiting period for selecting a contractor to construct phase 1 and 2 of the project. The final day to submit bids is March 13th. Once the window closes the staff will compile all the bid packages received and read/rate them based on the criteria listed in the advertisement. Once that is complete, we will ask the Board to review and approve the recommended winning bidder in a public meeting. To stay on schedule, we may need to call a special meeting, but staff will communicate that to the Board once we know more.

2. Update on New Town Hall Project

As of this writing, we are still in the pre-qualification process, but we have received significant interest from well-qualified companies. The deadline to submit pre-qualifications is March 16th. After than our team with Michael Graves will walk us through the next steps for bidding the project.

3. Budget Season is Underway

Saturday, March 14th will be the Board's annual Budget Retreat to discuss priorities for the upcoming FY2026-27 budget. The retreat is one of the most important meetings in during the budget season as it establishes the basis by which the staff will begin building next year's budget. More information will be forthcoming over the next few months as we worked toward budge adoption for July 1st.

Respectfully Submitted,

Emily D. Yopp, Town Manager



MEMORANDUM

Date: March 11, 2026
To: The Board of Commissioners
From: Kim Gibson, Town Clerk
Subject: CASH REPORT MISSING FROM MONTHLY DEPARTMENTAL REPORTS

As the Town is currently in the process of transitioning from our old financial software system to the new Black Mountain Software system, we are currently unable to easily compile the data for the monthly cash report for the Board and the Public to review. We expect the system to be back up and running by Monday, April 6th. If anyone on the Board or in the community would like us to provide a copy of the financial report at that time, please contact the Town Clerk at 910-947-2331 or by email at townclerk@townofcarthage.org.



Monthly Call Report

INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT TYPE SERIES NAME (NFIRS)	INCIDENT NUMBER	AID TYPE
34521384	2026-02-01 10:44:48		103	
34525048	2026-02-01 13:38:44		104	
34525816	2026-02-01 14:13:32		105	
34531226	2026-02-01 18:15:22		106	
34534482	2026-02-01 20:51:34		107	
34540704	2026-02-02 06:10:31		108	1
34544876	2026-02-02 10:09:02		109	
34547143	2026-02-02 11:42:49		110	
34619089	2026-02-02 15:53:08		111	
34619596	2026-02-02 16:10:50		112	
34620060	2026-02-02 16:25:50		113	1
34629338	2026-02-02 19:18:27		114	
34636948	2026-02-02 20:29:42		115	
34666311	2026-02-03 01:45:05		116	
34672741	2026-02-03 07:18:08		117	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT TYPE SERIES NAME (NFIRS)	INCIDENT NUMBER	AID TYPE
34697596	2026-02-03 16:27:33		118	
34698131	2026-02-03 16:49:08		119	
34785753	2026-02-04 09:51:51		120	
34803553	2026-02-04 10:41:26		121	
34846276	2026-02-04 14:10:06		122	
34926547	2026-02-05 00:16:13		123	1
34928119	2026-02-05 03:26:44		124	1
34949239	2026-02-05 14:15:24		125	
34949243	2026-02-05 14:15:38		126	
35031658	2026-02-05 18:28:45		127	
35179188	2026-02-06 15:09:36		128	
35227880	2026-02-06 20:24:47		129	
35301031	2026-02-07 05:38:06		130	
35314234	2026-02-07 07:35:03		131	
35341124	2026-02-07 18:26:48		132	
35343633	2026-02-07 20:25:39		133	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT TYPE SERIES NAME (NFIRS)	INCIDENT NUMBER	AID TYPE
35352004	2026-02-08 07:31:46		134	
35352927	2026-02-08 08:47:17		135	
35366686	2026-02-08 20:11:03		136	1
35370993	2026-02-09 00:37:02		138	1
35373694	2026-02-09 05:38:03		139	
35466383	2026-02-09 22:31:27		141	
35599598	2026-02-11 01:06:49		142	
35626381	2026-02-11 05:34:33		143	
35672686	2026-02-11 12:57:55		144	
35717021	2026-02-11 18:15:22		145	
35717592	2026-02-11 18:40:34		146	
35726435	2026-02-12 06:47:27		147	
35726520	2026-02-12 07:14:09		148	
35727661	2026-02-12 08:32:16		149	1
35728972	2026-02-12 09:40:51		150	1
35729229	2026-02-12 09:52:38		151	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT TYPE SERIES NAME (NFIRS)	INCIDENT NUMBER	AID TYPE
35829706	2026-02-13 14:29:40		152	1
35835142	2026-02-13 18:13:20		153	
35839242	2026-02-13 21:20:24		154	
35853626	2026-02-14 14:46:00		155	
35856519	2026-02-14 10:06:12		156	
35864397	2026-02-14 23:35:44		157	1
35885158	2026-02-15 22:21:11		158	
35894828	2026-02-16 11:30:41		159	
35895900	2026-02-16 12:22:54		160	
35915673	2026-02-17 08:50:30		161	
35916491	2026-02-17 09:31:45		162	
35919726	2026-02-17 12:02:52		163	
35930247	2026-02-17 16:36:34		164	1
35944549	2026-02-18 07:03:55		165	
35968106	2026-02-18 17:16:52		166	
36053770	2026-02-19 14:58:00		167	1

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT TYPE SERIES NAME (NFIRS)	INCIDENT NUMBER	AID TYPE
36079259	2026-02-19 19:04:04		168	
36131418	2026-02-19 20:52:05		169	
36143688	2026-02-20 00:43:54		170	
36146652	2026-02-20 06:45:51		171	
36150950	2026-02-20 10:29:52		172	
36164806	2026-02-20 11:35:03		173	
36216713	2026-02-20 19:54:20		174	1
36218519	2026-02-20 21:25:14		175	
36221792	2026-02-21 01:19:20		176	
36237677	2026-02-21 18:59:59		177	
36245687	2026-02-22 04:37:54		178	
36247153	2026-02-22 07:44:27		179	
36251298	2026-02-22 12:23:36		180	
36259448	2026-02-22 19:17:12		181	
36259764	2026-02-22 19:33:41		182	
36259975	2026-02-22 19:44:02		183	1

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC, 28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT TYPE SERIES NAME (NFIRS)	INCIDENT NUMBER	AID TYPE
36267538	2026-02-23 04:54:01		184	
36269374	2026-02-23 07:29:40		185	
36270345	2026-02-23 08:18:56		186	
36272229	2026-02-23 09:46:48		187	
36279584	2026-02-23 11:25:13		188	
36410769	2026-02-24 10:58:29		189	
36412057	2026-02-24 11:52:54		190	1
36430844	2026-02-24 23:15:43		191	
36479189	2026-02-25 17:49:22		192	
36484410	2026-02-25 22:05:22		193	
36485389	2026-02-25 23:12:35		194	
36489054	2026-02-26 06:37:02		195	1
36584422	2026-02-26 16:11:35		196	
36585297	2026-02-26 16:22:41		197	
36760451	2026-02-27 14:23:25		198	
36764440	2026-02-27 14:57:32		199	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT TYPE SERIES NAME (NFIRS)	INCIDENT NUMBER	AID TYPE
36785239	2026-02-27 17:24:13		200	
36828988	2026-02-27 22:27:05		201	
36842572	2026-02-28 00:23:57		202	

Criteria: PSAP Call Date/Time from 2026-02-01 00:00:00 to 2026-03-01 00:00:00

Carthage Police Department | Citation / Warning (NC)s: 25 Results | 2026-02-01 - 2026-02-28

Citation/Warning Type	Citation Date/Time	Agency Case Number	Race	Gender
Written Warning	2026-02-25 10:44	26-001597	W - White	F - Female
Written Warning	2026-02-26 18:50	26-001656	W - White	F - Female
Written Warning	2026-02-23 19:58		W - White	F - Female
Written Warning	2026-02-23 20:37		W - White	M - Male
Written Warning	2026-02-23 22:18		B - Black or African American	F - Female
Written Warning	2026-02-23 22:34	26-001577	W - White	M - Male
Written Warning	2026-02-21 22:20	26-001521	W - White	F - Female
Written Warning	2026-02-19 20:21		W - White	F - Female
Written Warning	2026-02-15 15:55		W - White	F - Female
Written Warning	2026-02-19 17:06		W - White	F - Female
Written Warning	2026-02-13 17:19	26-001276	W - White	M - Male
Written Warning	2026-02-14 16:27	26-001292	I - American Indian or Alaska Native	M - Male
Written Warning	2026-02-14 16:52		W - White	M - Male
Written Warning	2026-02-15 17:06	26-001312	W - White	F - Female
Written Warning	2026-02-15 22:47		W - White	F - Female
Written Warning	2026-02-15 23:16		W - White	M - Male
Citation	2026-02-13 11:10	26-001269	W - White	M - Male
Written Warning	2026-02-09 23:10	26-001161	W - White	M - Male
Written Warning	2026-02-09 22:27	26-001158		
Written Warning	2026-02-04 21:02		W - White	M - Male
Written Warning	2026-02-04 20:20	26-001022	W - White	M - Male
Written Warning	2026-02-08 23:23	26-001133	W - White	M - Male
Written Warning	2026-02-07 23:29	26-001106	B - Black or African American	M - Male
Written Warning	2026-02-03 12:34	26-000988	W - White	M - Male
Written Warning	2026-02-03 17:23	26-000995	B - Black or African American	F - Female

Carthage Police Department | Incident (NC)s: 25 Results | 2026-02-01 - 2026-02-28

Incident Number	Reference #	Primary Offense
I20260203-08	26-000997	90Z - All Other Offenses : Warrant Service
I20260205-08	26-001040	90Z - All Other Offenses : Deer hunting after dark
I20260210-02	26-001155	90Z - All Other Offenses : Warrant Service
I20260210-15	26-001169	90Z - All Other Offenses : Welfare Check (Information)
I20260214-15	26-001175	90C - Disorderly Conduct
I20260211-04	26-001185	90Z - All Other Offenses : Discharge Firearm (Deer)
I20260212-03	26-001224	23H - All Other Larceny
I20260213-02	26-001269	280 - Stolen Property Offenses
I20260214-11	26-001275	90Z-23 - Dogs Running At Large : Ordinance Violation
I20260214-03	26-001279	90Z - All Other Offenses : IVC
I20260214-05	26-001285	90Z - All Other Offenses : Warrant Service
I20260214-07	26-001291	90Z - All Other Offenses : Criminal Summons Service
I20260215-09	26-001314	90Z - All Other Offenses : Warrant Service
I20260216-06	26-001325	90Z - All Other Offenses : Found Property
I20260217-34	26-001362	90Z - All Other Offenses : IVC
I20260221-04	26-001510	26B - Credit Card/Automated Teller Machine Fraud
I20260221-12	26-001517	90Z - All Other Offenses : Warrant Service
I20260222-14	26-001537	23H - All Other Larceny
I20260223-01	26-001564	13B - Simple Assault
I20260224-01	26-001572	13B - Simple Assault
I20260225-05	26-001598	90Z-54 - Lost Or Stolen Item : Lost Cell Phone
I20260225-34	26-001629	90Z - All Other Offenses : Natural Death
I20260226-10	26-001651	90Z - All Other Offenses : Verbal Domestic
I20260227-06	26-001675	90Z - All Other Offenses : Warrant Service

Carthage Police Department | Incident (NC)s: 25 Results | 2026-02-01 - 2026-02-28

Incident Number	Reference #	Primary Offense
I20260227-15	26-001678	90Z - All Other Offenses : Harassment

Carthage Police Department | Warrants: 3 Results | 2026-02-01 - 2026-02-28

Incident	Warrant Type	Arrest Date	U C R/N I B R S Offenses	Race	Gender	Obtained Location (F I P S)	Offense Date/Time
I20260302-09	Capias Warrant	2026-03-02T18:24:00.000Z	90Z - All Other Offenses	B - Black or African American	M - Male	125 - Moore	2026-02-26 00:00
I20260227-06	Misdemeanor Warrant	2026-02-27T16:55:00.000Z	90Z - All Other Offenses	W - White	F - Female	085 - Harnett	2026-02-05 09:00
I20260213-02	Citation Issued	2026-02-13T16:40:00.000Z	280 - Stolen Property Offenses	W - White	M - Male	125 - Moore	2026-02-13 11:13



Town of Carthage Public Works Department

MONTHLY REPORT FEBRUARY 2026

Water Service

Locates	Work Orders	Cut-Offs / Tags	Meters Installed	Water Main/ Service Repairs	Water Taps
345	65	0	6	1	2

Sewer Service

Service Renewals	Lift Station Repairs	Force Main Repairs	Mowed Outfall Lines	Town Sewer Backups	Sewer Taps
1	1	0	0	1	1

Building & Grounds

Leaf & Limb Total Rounds	Trash Runs	Complete Mowed Rounds	Building Repairs
2	0	0	0

Streets

Cleaned Out Catch Basin	Cleaned Streets With Blower
1	0

Construction Projects

- 1.
- 2.
- 3.

Additional Notes : remove snow out of enter sections around town: help Adam plumbing with customer backed up lift station on town sewer: helped water plant clean out 3 vat's with vac-truck



MEMORANDUM

Date: March 11, 2026
To: The Board of Commissioners
From: Kim Gibson, Town Clerk
Subject: PUBLIC HEARING FOR CONTIGUOUS ANNEXATION REQUEST: TBD NEEDMORE RD (PID#00990242), PETITIONER: FORMYDUVAL HOMES, LLC / OWNER: JORDAN TWO, LLC

Formyduval Homes, LLC, on behalf of property owner Jordan Two, LLC, has requested a contiguous annexation of the property known as PARID 00990242 or TBD Needmore Road. This is a 94.30-acre parcel of land that sits in the ETJ of Carthage and runs parallel to Needmore Road along the majority of the western property line.

As the whole of the property is rather large, consisting of numerous acquired properties, I digitally attached the full 76-page deed for your review. However, for the purposes of reference for the hearing itself, I have supplied the portions of the deed pertaining to this particular tract of land, also known as Spencer-Muse Lot/Tract 9093.

The petitioner and owner would like to obtain access to Town amenities for any future projects or developments that may come down the line for this property.

SUGGESTED MOTION(S):

Option #1 (Approval without changes)

I make a motion to approve the request of Formyduval Homes, LLC for contiguous annexation of the property known as PID #00990242 or TBD Needmore Road and maintain the current zoning of RA-40 in the Carthage ETJ as written and presented.

Option #2 (Approval with changes)

I make a motion to approve the request of Formyduval Homes, LLC for contiguous annexation of the property known as PID #00990242 or TBD Needmore Road and maintain the current zoning of RA-40 in the Carthage ETJ as presented with the following changes or amendments: _____

Option #3 (Deny approval with reason)

I move to deny the request of Formyduval Homes, LLC for contiguous annexation of the property known as PID #00990242 or TBD Needmore Road for the following reason(s): _____



Town of Carthage

4396 Hwy 15/501 • Carthage, NC 28327

Phone: 910.947.2331 • Fax: 910.947.3079

www.TownofCarthage.org

Email Completed Form to: TownClerk@TownofCarthage.org

Annexation Petition

Date: _____

Contiguous Non-Contiguous

Site Information

Address of Site TBD Needmore Rd, Carthage, NC 28327		LRK/Parcel ID#
Current Jurisdiction Carthage	Current Zoning ETJ	Parcel Size 94.30
Explanation of Request Annex into town limits		

To the Board of Commissioners of the Town of Carthage:

- We, the undersigned owners of real property respectfully request that the area described in this petition be annexed into the Town of Carthage.
- The area to be annexed is **contiguous** **non-contiguous** to the Town of Carthage and the boundaries of such territory are attached to this petition as a map.

Petitioner(s) Information

1	Printed Name of Petitioner Formyduval Homes, LLC	Signature of Petitioner 	Date of Signature 1/20/2026
	Address of Petitioner 115 W Pennsylvania Ave		City, State, Zip Southern Pines, NC 28387
	Email Address of Petitioner formyduvalhomes@gmail.com		Phone Number of Petitioner 910-722-2055
2	Printed Name of Petitioner	Signature of Petitioner	Date of Signature
	Address of Petitioner		City, State, Zip
	Email Address of Petitioner		Phone Number of Petitioner
3	Printed Name of Petitioner	Signature of Petitioner	Date of Signature
	Address of Petitioner		City, State, Zip
	Email Address of Petitioner		Phone Number of Petitioner

This institution is an equal opportunity provider and employer.



Town of Carthage

AUTHORIZATION TO ACT AS AGENT

Any application/document/permit/ordinance requiring a signature must be signed by the property owner or their authorized agent. This form shall be provided by the property owner to allow specified individuals to act as agents for the owner.

This form allows the specified individuals to sign, submit or receive any Application/document/permit/ordinance on behalf of the owner. This form also allows the authorized agent to make decisions on behalf of the owner pertaining to modifications of permits and representation in zoning processes.

It is the responsibility of the property owner to assure that any/all permit conditions specified on permits issued by this municipality are followed.

I, Jordan Two, LLC / Vince Jordan am the legal owner of the property located at TBD Needmore Rd, Carthage, NC 28327, and identified as Parcel Identification Number (PIN) 00990242, located in Carthage, North Carolina.

I do hereby authorize Formyduval Homes, LLC to act as an agent on my behalf in applying for/signing/obtaining any of the documents described below:

Annexation Petition and all related documents, meetings, and other processes to accomplish annexation of the above described land.

I agree to abide by any and all decisions and/or conditions between the agent acting on my behalf and the Town of Carthage.

This form must be fully executed before the individual's specified above will be recognized as the authorized agent.

Signed by:
Vince Jordan
DF6E2F2B14FD489...

Signature of Owner

1/20/2026

Date

Signature of Owner

Date

CERTIFICATE OF SURVEY AND ACCURACY
 I, J. AARON BROWN, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, DEED DESCRIPTION RECORDED AS SHOWN ON PLAT. THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOKS REFERENCED; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000+; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S.47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE REGISTRATION NUMBER AND SEAL THIS 15th DAY OF DECEMBER, 2025

THIS DOCUMENT ORIGINALLY ISSUED AND SEALED BY J. AARON BROWN, L-5455, ON 12/15/25. THIS MEDIUM SHALL NOT BE CONSIDERED A CERTIFIED DOCUMENT.

PROFESSIONAL LAND SURVEYOR
 REGISTRATION NUMBER L-5455



THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

THIS DOCUMENT ORIGINALLY ISSUED AND SEALED BY J. AARON BROWN, L-5455, ON 12/15/25. THIS MEDIUM SHALL NOT BE CONSIDERED A CERTIFIED DOCUMENT.

SURVEYOR
 REGISTRATION NUMBER L-5455

I, J. AARON BROWN, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS/GNSS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- (1) CLASS OF SURVEY: CLASS A
- (2) POSITIONAL ACCURACY: <0.10'
- (3) TYPE OF GPS FIELD PROCEDURE: RTK NETWORKS
- (4) DATES OF SURVEY 10/07/2025 - 12/12/2025
- (5) DATUM/EPOCH: NAD83(2011)
- (6) PUBLISHED/FIXED-CONTROL USE: NC CORS
- (7) GEOID MODEL: ContinentalUS_NGS2012B
- (8) COMBINED GRID FACTOR(S): 0.999866262896
- (9) UNITS: US SURVEY FEET

GRID TO GROUND SCALE POINT:
 N (Y): 588,079.07' (US SURVEY FEET)
 E (X): 1,875,822.91' (US SURVEY FEET)

PHILIP & GEORGEANN HECOX
 DB: 2987, PG: 87
 ZONED: RA-40
 PARID: 00005498

ALEXANDRIA HUNTLEY
 DB: 4412, PG: 190
 ZONED: RA-40
 PARID: 00000719

CARL SHEFFIELD
 90E, 32
 DB 196, PG 27
 ZONED: RA-40
 PARID: 00005991

CARL SHEFFIELD HEIRS
 DB: 90E, PG: 32
 DB: 217, PG: 265
 ZONED: RA-40
 PARID: 20130042

BRENT & PHYLLIS OVERTON
 DB: 6059, PG: 460
 ZONED: RA-40
 PARID: 00002810

EMILY & PAUL DAVIS
 DB: 3630, PG: 29
 PC: 14, SL: 736
 ZONED: R-10
 PARID: 20030168

PAUL DAVIS
 DB: 4424, PG: 369
 ZONED: R-10
 PARID: 00006685

LOTS 34-39
 FIRST MISSIONARY BAPTIST CHURCH
 DB: 3872, PG: 587
 MB: 3, PG: 90
 ZONED: R-10
 PARID: 00990237

LOTS 40-42
 FIRST MISSIONARY BAPTIST CHURCH
 DB: 4300, PG: 305
 PC: 21, SL: 13
 ZONED: R-10
 PARID: 00990239

LOTS 49 & 50
 WILMA & CURTIS FRYE
 DB 5875, PG 182
 PARID: 00002997

TRACT 2
 CONTAINS 95.50 ACRES
 1.20 ACRES IN R/W
 94.30 ACRES NET

TRACT 1
 JORDAN TWO, LLC
 DB: 5072, PG: 207
 PC: 21, SL: 13
 ZONED: RA-40
 PARID: 00990242

BRENT & PHYLLIS OVERTON
 DB: 6059, PG: 444
 ZONED: RA
 PARID: 00990637

BRENT & PHYLLIS OVERTON
 DB: 6059, PG: 460
 ZONED: RA
 PARID: 00990638

C. E. PRESLEY HEIRS
 DB: 2010E, PG: 708
 DB: 273, PG: 254
 ZONED: RA-40
 PARID: 00005325

MATTHEW & KELLY MCCASKILL
 DB: 5159, PG: 283
 ZONED: RA-40
 PARID: 00991942

MATTHEW & KELLY MCCASKILL
 DB: 4586, PG: 547
 ZONED: RA-40
 PARID: 00005828

LINE	BEARING	DISTANCE
L1	S 03°06'54"E	7.35'
L2	N 03°49'53"W	27.30'
L3	N 00°35'32"E	53.37'
L4	N 04°29'58"E	55.54'
L5	N 06°41'46"E	74.73'
L6	N 08°07'22"E	64.93'
L7	N 09°42'24"E	67.97'
L8	N 12°08'38"E	186.38'
L9	N 13°17'58"E	21.25'
L10	N 14°43'55"E	97.43'
L11	N 15°39'40"E	100.85'
L12	N 16°05'29"E	152.87'
L13	N 15°53'59"E	139.99'
L14	N 14°50'10"E	72.83'
L15	N 13°26'00"E	56.80'
L16	N 11°05'12"E	54.10'
L17	N 09°06'59"E	55.01'
L18	N 07°35'20"E	49.99'
L19	N 05°39'51"E	51.32'
L20	N 04°12'38"E	71.05'
L21	N 03°37'06"E	140.79'
L22	N 02°55'30"E	87.71'

DISCLAIMER: SURVEYOR WAS NOT ENGAGED TO COMPLETE, NOR WERE THEY PROVIDED WITH, A CURRENT FULL SEARCH OF TITLE. THEREFORE, THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS, RIGHT OF WAYS, OR RESTRICTIONS OF RECORD WITH THE COUNTY REGISTRY, WHETHER SHOWN HEREON, OR NOT.

APPROVAL OF THIS EXEMPT SUBDIVISION PLAT CONSTITUTES COMPLIANCE WITH NORTH CAROLINA GENERAL STATUTE 160D-802 ONLY. FURTHER DEVELOPMENT OF THE PARCELS SHOWN SUBSEQUENT TO THE DATE OF THIS PLAT SHALL BE SUBJECT TO ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS, STATUTES, ORDINANCES, AND/OR CODES.

EXEMPT DIVISION OF: MUSE TRACT

CARTHAGE TWP., MOORE COUNTY, N.C.

OWNER: JORDAN TWO, LLC

DEED REFERENCE: DEED BOOK 5072, PAGE 207

MAP REFERENCE: MAP BOOK 5, PAGE 67

© 2025 J. AARON BROWN, ALL RIGHTS RESERVED

240' 120' 0' 240' 480'



STATE OF NORTH CAROLINA
 COUNTY OF MOORE

I, REVIEW OFFICER OF MOORE COUNTY, NORTH CAROLINA, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE

REVIEW OFFICER

CERTIFICATE OF EXEMPTION
 I HEREBY CERTIFY THAT THE DIVISION OF PROPERTY SHOWN AND DESCRIBED HEREON IS EXEMPT FROM THE TOWN OF CARTHAGE SUBDIVISION ORDINANCE BY DEFINITION AND/OR ORDINANCE FOR THE FOLLOWING REASON: "THE DIVISION OF LAND INTO PARCELS GREATER THAN TEN (10) ACRES WHERE NO STREET RIGHT-OF-WAY PUBLIC DEDICATION IS INVOLVED."

DATE

PLANNING DIRECTOR OR AUTHORIZED AGENT

LEGEND

- FIP FOUND IRON PIPE
- SIP SET IRON PIPE
- FCM FOUND CONCRETE MONUMENT
- SCMS SET COTTON MILL SPINDLE
- FMN FOUND MAG NAIL
- SMN SET MAG NAIL
- SCN SET CONCRETE NAIL
- CP COMPUTED POINT
- CBL CABLEVISION EQUIPMENT
- TP TELEPHONE PEDESTAL
- ET ELECTRICAL TRANSFORMER
- PP POWER POLE
- WM WATER METER
- SCO SEWER CLEANOUT

SURVEY FOR:

JORDAN TWO, LLC
 P.O. BOX 98
 MOUNT GILEAD, NC 27306

DATE
 12/15/25

FILE NO.
 19025

SCALE
 1" = 240'

BROWN SURVEYORS, PLLC

P.O. BOX 307
 WEST END, N.C. 27376
 (910) 673-1446

aaron@brownsurveyorspllc.com
 FIRM LICENSE: P-2552



Brown Surveyors, PLLC
 ACCURACY PRECISION INTEGRITY



VICINITY MAP NTS

NOTE:

PARENT TRACT CONTAINS 152.7 ACRES AREA BY COORDINATE METHOD
 PROPERTY IS NOT IN A SPECIAL FLOOD HAZARD AREA ACCORDING TO MAP NUMBER 3710856800J OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY. EFFECTIVE DATE: OCTOBER 17, 2006
 PIN 857800680992, PARID 00990242
 ZONED RA-40
 PROPERTY IS NOT WITHIN A WATERSHED
 MIN BLDG SETBACKS:
 RA-40:
 FRONT: 50'
 SIDE: 15'
 REAR: 25'

TRACT 9093
MOORE COUNTY

MOORE COUNTY TRACT 9093
CANTON: YOUNG

MOORE-MAXWELL TRACT :

Lying and being in Carthage Township, Moore County, North Carolina, about 2 miles north of the town of Carthage and lying on both sides of the old County Road, bounded as follows, viz:

BEGINNING at an iron stake and pole, the northeast corner of this tract; thence S. 23-30 N. 14.6 chains; thence S. 0 W. 12.34 chains; thence N. 07 W. 6.14 chains; thence S. 19-10 N. 10.30 chains; thence S. 27-30 W. 7.10 chains; thence S. 14-45 W. 11.27 chains; thence N. 49-10 W. 15.21 chains; thence N. 23-15 E. 3.09 chains; thence N. 70 E. 4.05 chains; thence N. 19-30 E. 2.97 chains; thence N. 66-13 E. 4.21 chains; thence N. 21 E. 3.77 chains; thence N. 80 W. 2.1 chains; thence N. 0-15 E. 2.73 chains; thence N. 80 W. 3.2 chains; thence N. 0-15 E. 4.44 chains; thence N. 83 W. 6.46 chains; thence N. 5-45 E. 3.52 chains; thence N. 15-15 E. 4.54 chains; thence N. 60-30 W. 2.94 chains; thence S. 34-15 W. 5.34 chains; thence S. 10-15 E. 5.66 chains; thence S. 47-45 E. 2.96 chains; thence S. 22-15 W. 0.5 chains; thence N. 67-43 W. 10.96 chains; thence S. 24-15 N. 5.98 chains; thence N. 88 W. 9.94 chains; thence N. 9-30 W. 14.9 chains; thence N. 27-45 E. 32.77 chains; thence S. 63-15 E. 6.5 chains; thence S. 29-18 W. 23.70 chains; thence S. 60-30 E. 14.00 chains; thence N. 31-16 E. 13.15 chains; thence W. 31 E. 15.72 chains; thence S. 60-45 E. 22.86 chains to the BEGINNING, containing 176.7 acres according to plat by C. W. Huson, R. U. S. dated October 1050 entitled "Continental Con Company, Inc. - Colin G. Spencer, Jr. Tract." and recorded in Plat Book 5, Page 67, Moore County Registry.

Also all of the right, title and interest of Grantors in and to these three tracts of land conveyed to Colin G. Spencer, Jr., Trustee of the Colin G. Spencer Family Trust, by Colin G. Spencer, Jr., et al by Correction Deed recorded in Book 439, Page 947, Moore County Registry, reference to said correction deed being had for an accurate description of the tracts described therein by metes and bounds.

NOTE IS EXCEPTED from the above property Lots Nos. 54, 55, 56, 57 and 58 in Block "A" as shown on a survey dated December 6, 1940, by W. M. McLaughlin, Surveyor, conveyed by Colin G. Spencer, Jr., Trustee of the Colin G. Spencer Family Trust, to Garland W. Nowdy by deed dated December 17, 1969, and recorded in Book 450, Page 496, Moore County Registry.

Exhibit "A"
Moore County
Jordan Timber to Jordan Two
Page 32 of 73



Town of Carthage

Annexation Ordinance #ANX.26.01 Contiguous Annexation

An Ordinance to Extend the Corporate Limits of The Town of Carthage, North Carolina

WHEREAS, the Board of Commissioners has been petitioned under G.S. 160A-58.1, as amended, to annex the area described herein, and

WHEREAS, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of said petition; and

WHEREAS, the Town Clerk has certified the sufficiency of said petition and a public hearing on the question of this annexation was held at the McDonald Building at 6:30 o'clock, p.m. on the 16th of March 2026; and

WHEREAS, the Board of Commissioners further finds that the area described therein meets the standards of N.C. Gen. Stat. § 160A-58.1(b), to wit;

- A. The description is adequate to locate the property on the ground.
- B. A search of the tax records and the grantor index of the Register of Deeds supports that the property has not been conveyed to another property owner.
- C. Each identified owner signed the petition and provided their address.
- D. The property is currently contiguous to existing city limits.
- E. A draft of this ordinance has been submitted to Moore County for review to ensure there are no description errors.

WHEREAS, the Board of Commissioners does hereby find as a fact that said petition has been signed by all the owners of real property in the area who are required by law to sign and all other requirements of G.S. § 160A-58.1, as amended;

WHEREAS, the Board of Commissioners further finds that the petition is otherwise valid, and that the public health, safety and welfare of the Town and of the area proposed for annexation will be best served by annexing the area described herein;

“DEED RECORDED IN DEED BOOK 5072, PAGE 207 WITH FULL LOCATING DESCRIPTION BEING FOUND ON PAGE 241, TRACT 9093, HUSK-MAXWELL TRACT; AND MAP REFERENCE: MAP BOOK 5, PAGE 67; MOORE COUNTY REGISTER OF DEEDS.”

NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Town of Carthage, North Carolina:

- Section 1.** By virtue of the authority granted by G.S. 160A-58.2, as amended, the above-described contiguous territory is hereby annexed and made part of the Town of Carthage.
- Section 2.** Upon and after the 1st day of April 2026, the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Carthage and shall be entitled to the same privileges and benefits as other parts of the Town of Carthage. Said territory shall be subject to municipal taxes according to N.C. Gen. Stat. § 160A-58.10.
- Section 3.** The Clerk of the Town of Carthage shall cause to be recorded in the office of the Register of Deeds of Moore County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance.

Section 4. The current zoning of RA-40 in the extraterritorial jurisdiction (ETJ) of Carthage will remain with the property.

Section 4. The effective date of this ordinance and annexation is November 1, 2025.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 16th day of March 2026.

Ayes: _____
Nays: _____
Absent/Excused: _____

Jimmy Chalflinch, Mayor

Attest:

Kimberly Gibson, Town Clerk



MEMORANDUM

Date: March 16, 2026

To: The Board of Commissioners

From: Jennifer Locklear, Town Planner

Subject: PUD-01-26: Conditional Zoning Request for project known as "Priest Hill" a mixed-use development of approximately 134+ acres of land located at Parcel: 00005664, 00005666, 00000262, 20030408, 00005671, 00990018, and 00005663;
Zone RA-40, R-20 and TBD to Planned Unit Development (PUD);
Petitioner: Rhetson Companies, Inc.

I. SUMMARY OF APPLICATION REQUEST:

Rhetson Companies Inc. has submitted a conditional zoning request for a mixed-use project known as "Priest Hill" North of US 15-501 and west of Priest Hill Road. This project is proposed as a Planned Unit Development. This project is proposing to include townhomes, single family homes, commercial/industrial flex lots, office commercial, commercial outparcel and a retail center. Please view Attachment 1. The following are attachments that are very important as a quick reference and overview of the project, but it is just a snapshot, not the full details.

Attachment 1- Exhibit V- Conceptual Master Plan, (p, 47 out of 367)

Attachment 2- Exhibit IX- Development Program, (p, 60 out of 367)

Attachment 3- TIA Recommended Lane Configurations (p. 67 out of 367)

Attachment 4- Conceptual Site Plan Concept A (p. 75 out of 367)

Attachment 5- Wetlands and Waters Delineation Map (p. 115 out of 367)

The submitted materials for this project are 367 pages. This includes the following:

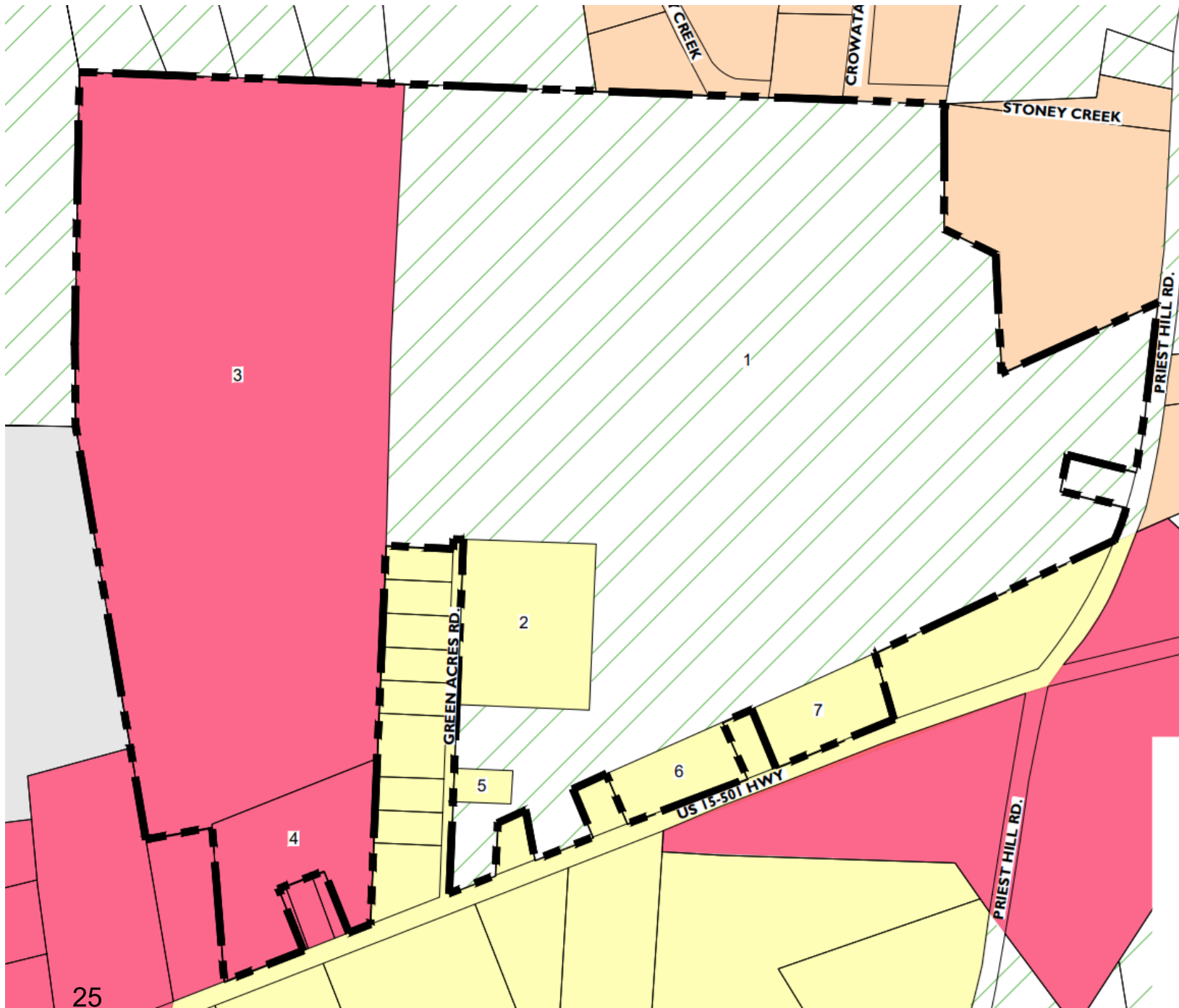
- a. **Conditional Zoning Application (p. 1-7)**
- b. **Agreement for Purchase and Sale of Real Property (p. 8-30)**
- c. **Planned Unit Development Application (p.31-60)**
- d. **Traffic Impact Analysis (p. 61-114)**
- e. **Timmons Group: Environmental Risk Information Services (p. 115-367)**

II. PROJECT INFORMATION:

1.	(1) PARID: 00005664	PIN: 858800429392	Current Zone: RA-40	Approx. Acres: 75.87
2.	(2) PARID: 00005666	PIN: 858818414606	Current Zone: RA-20	Approx. Acres: 4.59
3.	(3) PARID: 00000262	PIN: 858800325246	Current Zone: TBD	Approx. Acres: 44.66
4.	(4) PARID: 20030408	PIN: 858800307913	Current Zone: TBD	Approx. Acres: 4.45
5.	(5) PARID: 00005671	PIN: 858818412187	Current Zone: RA-20	Approx. Acres: 0.41
6.	(6) PARID: 00990018	PIN: 858818418261	Current Zone: RA-20	Approx. Acres: 1.54
7.	(7) PARID: 00005663	PIN: 858804513410	Current Zone: RA-20	Approx. Acres: 0.96

8. Applicant: Rhetson Companies, Inc.
9. Owner: Multiple, See p. 8-30 of 367 page application, "Agreement for Purchase and Sale of Real Property"
10. Current Zoning: See above.

Figure 1: Site Map.



II. APPLICATION REVIEW:

When reviewing an application for conditional zoning, the Board of Commissioners shall consider and be guided by Article 5. Below is highlighted Section 100.42 and Section 100.44 as set forth in UDO:

Section 100.42 Types of Amendments:

Amendments may be to the text of the ordinance or take the form of map amendments, often known as rezoning. The Town of Carthage recognizes three types of amendments.

- 1. Text Amendments. This type of amendment is used when a party chooses to modify the actual text of the ordinance. This is a legislative decision by the Board of Commissioners.*
- 2. Map Amendments. This type of amendment is used when a party chooses to change a zoning district from one type to another. Often known as a straight rezoning, it recognizes that the change in district allows for all uses allowed within a given zoning district. It cannot be conditioned in any way. This is a legislative decision by the Board of Commissioners.*
- 3. Conditional Zoning. Conditional Zoning is an amendment process that is both a map amendment and a text amendment. It is a legislative decision by the Board of Commissioners, but it allows for the placement of conditions and/or limits on the approval.*

Section 100.44 (5) Amendment Procedure for Text Amendments and Map Amendments- Board of Commissioners:

The Board of Commissioners may choose to make their decision to approve or deny at the same meeting or a subsequent meeting. The Board shall first adopt a Resolution of Consistency with the adopted Land Use Plan and other long-range plans then the Board shall vote on the petition. The Resolution of Consistency may take one of three forms consistent with N.C.G.S 160D-604(d); 605(a); 701.

- 1. Approve the amendment and describe its consistency with the adopted Land Use Plan.*
- 2. Reject the zoning amendment and describe its inconsistency with the adopted Land Use Plan.*
- 3. Approve the amendment and deem it a modification of the adopted Land Use Plan. The Board shall describe why the action taken is reasonable and in the public interest. In certain circumstances, it may be beneficial for the Planning Board to convene with the Board of Commissioners during the public hearing prior to making their recommendation. Once the hearing is conducted, the Planning Board may then reconvene to make their recommendation the same day or at a subsequent Planning Board meeting for transmittal to the Board of Commissioners.*

C. Staff Comments:

This is a conditional zoning request as a Planned Unit Development, per UDO Section 100.56A*(Special Requirement 9) "SR 9." Please view the entire proposal with the breakdown of the submittal in the "Project Overview Section." A traffic impact analysis (TIA) was completed. Per the TIA on page 63 under "Development Overview" "it says:

Build out of the proposed development is projected to occur by 2034, is assumed to consist of the following uses:

- 130 single-family detached homes*
- 90 single-family attached homes*
- 166,000 SF shopping center*
- 340,000 SF businesses park*

- 10,000 SF general office building
- 6,000 SF drive-in bank
- 6,000 SF high-turnover restaurant
- 6,000 SF fast-food restaurant with drive-through window

Site access is proposed via three full-movement driveways, two (2) along US 15-501 and one (1) along Priest Hill Road, and one (1) right-in/right-out driveway along Priest Hill Road. Connectivity to Green Acres Road is also proposed.

The recommendations for traffic control improvements are listed on page 65 and for convenience I have included the excerpt below. Also, please view **Attachment 3 for the Recommended Lane Configurations:**

Recommended Improvements by Developer

US 15-501/Priest Hill Road

- Provide a westbound right turn lane on US 15-501 with 200' full width storage/decel and appropriate taper.
- Extend existing eastbound left turn lane on US 15-501 to provide 300' of full width storage/decel and appropriate taper.
- Provide a southbound left turn lane on Priest Hill Road with 300' of full width storage/decel and appropriate taper.
- Install a traffic signal when warranted and approved by NCDOT.

Priest Hill Road/Access A

- Construct Access A to have one (1) ingress lane and one (1) egress lane striped as a shared left and right turn lane.
- Provide a northbound left turn lane on Priest Hill Road with 100' of full width storage/decel and appropriate taper.

Priest Hill Road/Access B

- Construct Access B as a right-in/right-out driveway with one (1) ingress lane and one (1) egress lane.

US 15-501/Access C

- Construct Access C to have one ingress lane and two (2) egress lanes striped as separate left and right turn lanes. Provide a minimum of 150' full width storage for the left turn lane.
- Provide a westbound right turn lane on US 15-501 with 150' of full width storage/decel and appropriate taper.
- Restripe the existing two-way left turn lane on US 15-501 to provide 150' of full width Storage/decel.

US 15-501/Access D

- Construct Access D to have one ingress lane and two (2) egress lanes striped as separate left and right turn lanes. Provide a minimum of 150' full width storage for the left turn lane.
- Provide a westbound right turn lane on US 15-501 with 125' of full width storage/decel and appropriate taper.
- Provide an eastbound left turn lane on US 15-501 with 175' of full width storage/decel and appropriate taper.

IV. ATTACHMENTS PROVIDED BY THE APPLICANT:

1. Attachment 1- Exhibit V- Conceptual Master Plan, (p, 47 out of 367)
2. Attachment 2- Exhibit IX- Development Program, (p, 60 out of 367)

3. Attachment 3- TIA Recommended Lane Configurations (p. 67 out of 367)
4. Attachment 4- Conceptual Site Plan Concept A (p. 75 out of 367)
5. Attachment 5- Wetlands and Waters Delineation Map (p. 115 out of 367)
6. For the full file, please email planning@townofcarthage.org, or the Town Clerk, Kim Gibson, townclerk@townofcarthage.org.

III. PLANNING BOARD RECOMMENDATIONS:

The Planning Board approved the Conditional Zoning PUD with the following conditions:
 That the developer is limited to a maximum of 250 mixed use residential dwellings.
 The developer must provide additional buffering in the northwestern part of the property along the adjoining properties.

IV. BOARD OF COMMISSIONERS ACTION:

FIRST: Open and Conduct the Public Hearing. Ask for comments. Please have each person come forward to the podium and state their name and address.

The Board of Commissioners (BOC) shall conduct a public hearing regarding the petition per Article 5, Section 100.42 of the Town of Carthage Unified Development Ordinance (UDO).

SECOND: Close the Public Hearing!!! *** Once the public hearing is CLOSED, there are no more public comments allowed! You may discuss your comments with each other (the BOC) after the public hearing is closed, for comments, from the public.

THIRD: Adopt 1st motion- **LUP CONSISTENCY MOTION**

FOURTH: Adopt 2nd motion- **PETITION MOTION**

The Board of Commissioners shall set a date for public hearing of any petition for amendment per UDO Section 100.42 and 100.44. The Board of Commissioners shall conduct a public hearing regarding the petition. The Planning Board recommendation and Statement of Consistency shall be provided to the Board of Commissioners.

The Board shall first adopt a Resolution of Consistency with the adopted Land Use Plan and other long-range plans then the Board shall vote on the petition (**two motions required**). The Resolution of Consistency may take one of three forms consistent with N.C.G.S 160D-604(d); 605(a); 701.

LUP CONSISTENCY MOTION (1st Required Motion)

I move to:

OPTION 1

Approve the PUD-01-26 **and describe its consistency with the adopted Land Use Plan.**

or

OPTION 2

Reject the PUD-01-26 and describe its inconsistency with the adopted Land Use Plan

or

OPTION 3

Approve the PUD-01-26 and deem it a modification of the adopted Land Use Plan. The Board believes this action taken is reasonable and in the public interest because.....

V. PETITION MOTION (2ND Required Motion)

And, therefore, I move to:

OPTION 1

Approve PUD-01-26 as written and presented.

or

OPTION 2

Approve PUD-01-26 conditionally with the following modifications.....

OPTION 3

Deny PUD-01-26 for the following reasons.....

PUBLIC HEARING STATEMENT

Priest Hill Planned Unit Development – Rhetson Companies Inc.

My name is Lauren Rothlisberger. I own property adjacent to the Priest Hill site (parcel 94000574) and I am writing in support of this application.

The housing, commercial space, and retail in a single, cohesive plan allows Carthage to continue to scale economically. Quality commercial and flex space is undersupplied in this market. This project addresses that directly with a well-known, experienced developer.

As an adjacent owner, I currently support this development's impact on neighboring properties. This appears to be a well-planned PUD and the infrastructure investment reflected in this application will make a good neighbor.

I urge the Board to approve this application. Thank you.

Lauren Rothlisberger
Everett & Harvey LLC

Priest Hill

Exhibit V - Conceptual Master Plan

Carthage, North Carolina



***NOTE:**
 THIS PLAN IS CONCEPTUAL IN NATURE AND IS INTENDED FOR ILLUSTRATIVE PURPOSES ONLY. LAYOUT, CONFIGURATION, AND FEATURES SHOWN ARE SUBJECT TO CHANGE BASED ON MARKET NEEDS, FURTHER DESIGN DEVELOPMENT, ENGINEERING, AND REGULATORY REVIEW.

LEGEND:

	PROPERTY BOUNDARY
	EX. MAJOR CONTOUR
	EX. MINOR CONTOUR
	EXISTING PARCEL
	EXISTING WETLAND

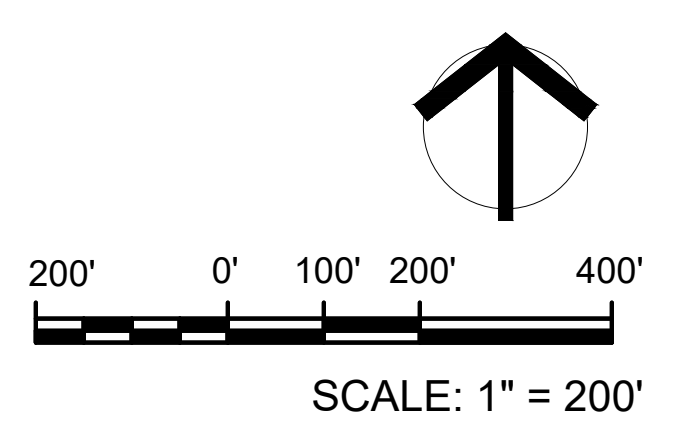
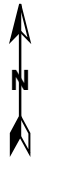


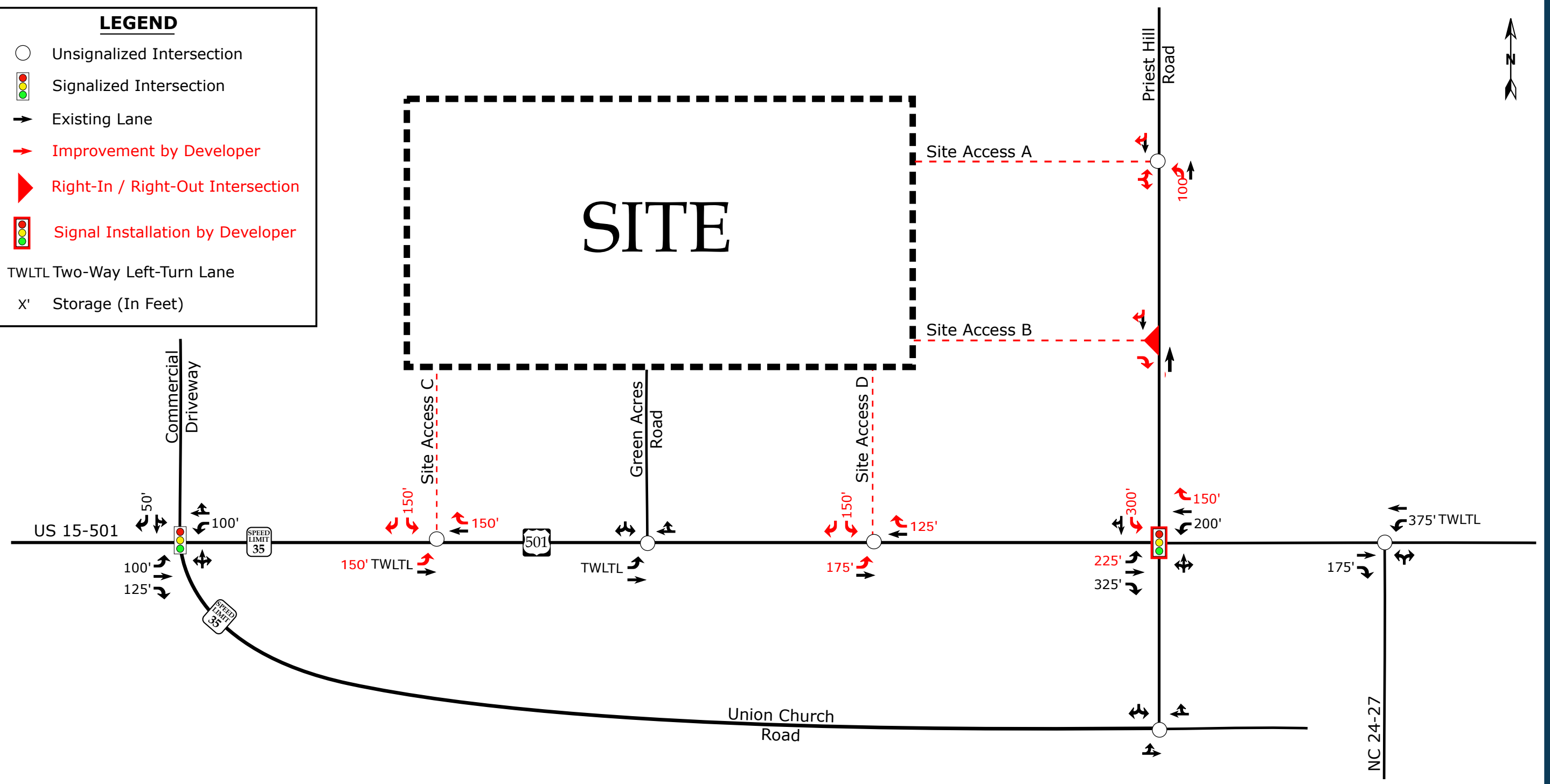
EXHIBIT IX -DEVELOPMENT PROGRAM

CATEGORY	AREA A	AREA B	AREA C	SUBTOTAL	TOTAL
Acreage	50.41 acres	33.91 acres	49.84 acres	134.16 acres	134.16 acres
Recreation Areas and Amenities (including, golf courses, trails and other community/resort amenities)	Permitted in all locations	Permitted in all locations	Permitted in all locations		Permitted in all locations
Residential Maximum Dwelling Units Allowable Mix Single-Family Detached Single Family Attached Multi-Family Units		225 maximum (6.6 units/acre) Up to 270 Up to 180 Up to 300 (no combination may exceed 225 total units)	200 maximum (4.0 units/acre) Up to 100 Up to 90 Up to 100 (no combination may exceed 200 total units)	400 maximum (3.0 units/acre) (no combination may exceed 400 total units)	Combined maximum residential units 400 Residential units may be converted at a 1:1 ratio so long as units/rooms do not exceed subtotal maximums for either category.
Assisted Living	up to 200 units		Up to 200 units	200 units maximum	200 units maximum
Industrial/Commercial/Office Flex	up to 400,000 sf			400,000 sf max	
Office			up to 100,000 sf	100,000 sf maximum	Commercial/Retail and office may be used interchangeably, subject to the maximum limits stated above. For example, Commercial/Retail could be 100,000 sf if the office has a maximum of 50,000 sf. At no time may the total exceed 150,000 sf
Commercial/Retail			up to 200,000 sf	200,000 sf maximum	



LEGEND

- Unsignalized Intersection
- 🚦 Signalized Intersection
- ➡ Existing Lane
- ➡ Improvement by Developer
- ▶ Right-In / Right-Out Intersection
- 🚦 Signal Installation by Developer
- TWLTL Two-Way Left-Turn Lane
- X' Storage (In Feet)



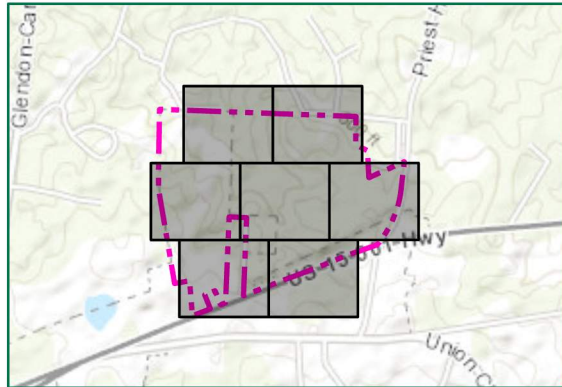
	<p>Carthage Landing Mixed-Use Carthage, NC</p>	<p>Recommended Lane Configurations</p>	
	<p>Scale: Not to Scale</p>		<p>Figure E-1</p>

PRIEST HILL
CONCEPTUAL SITE PLAN
CONCEPT A
CARTHAGE, NORTH CAROLINA
JULY 21, 2025



DEVELOPMENT TABULATION

OUTPARCELS (±2 AC EACH)	- 7 LOTS
OFFICE OUTPARCEL	- ±1 AC
RETAIL CENTER	- ±70,652 SF
COMMERCIAL/INDUSTRIAL FLEX	- ±340,000 SF
RESIDENTIAL DEVELOPMENT	
SINGLE-FAMILY COTTAGES (40'-50' WIDTH)	- 93 UNITS
SINGLE-FAMILY LOTS (65' WIDTH)	- 37 UNITS
TOWNHOMES	- 90 UNITS
RESIDENTIAL TOTAL	= 220 UNITS

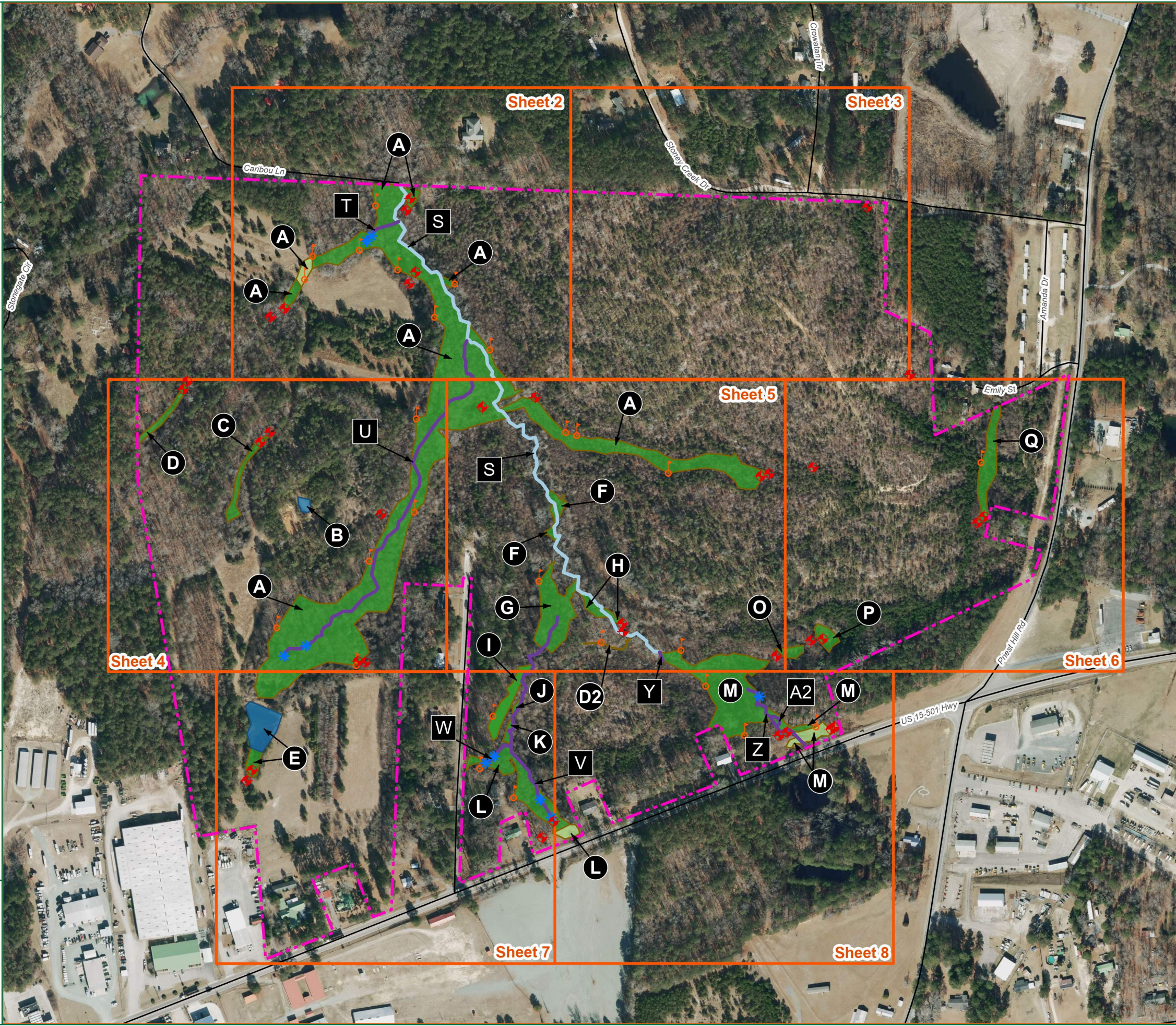
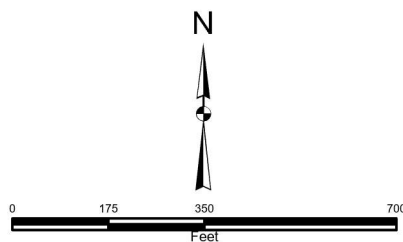


See Sheet 9 for delineation table.

Legend

- Project Limits - 134.2 Acres
- X Stream Identifier
- X Wetland Identifier
- o Flag
- ♦ Field Data Station
- * PSA Point
- Culvert
- Potential Non-wetland Waters - Perennial Stream
- Potential Non-wetland Waters - Intermittent Stream
- Potential Wetlands - Palustrine Emergent (PEM)
- Potential Wetland - Palustrine Forested (PFO)
- Potential Non-wetland Waters - Palustrine Open Water (POW)

1. Waters of the U.S. within the project study limits have been located using submeter, Bluetooth GPS antennas by Timmons Group.
2. Waters of the U.S. have not been confirmed by the U.S. Army Corps of Engineers until stamped.
3. Project limits are approximate.
4. Cowardin Stream Classifications are based on NC DWQ Stream Identification form version 4.11.



TIMMONS GROUP

CARTHAGE MIXED USE
MOORE COUNTY, NORTH CAROLINA

FIGURE 7: WETLANDS AND WATERS DELINEATION MAP

THIS DRAWING PREPARED AT THE
CORPORATE OFFICE
7053 Celebration Park Ave, Suite 300, Richmond, VA 23225
TEL 804.200.6500 FAX 804.560.7648 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS

Site Development	Residential	Infrastructure	Technology	Environmental

REVISION DESCRIPTION

DATE	REVISION DESCRIPTION
12/10/2025	

DRAWN BY
E. MITCHELL

DESIGNED BY
E. MITCHELL

CHECKED BY
K. HEFNER

SCALE
1" = 350'

JOB NUMBER
52314.001

SHEET NO.
1 of 9

Path: Y:\805\52314_001 - Carthage Mixed Use\GIS\Carthage Mixed Use\Carthage Mixed Use\Carthage Mixed Use 12-5.aprx

These plans and associated documents are the exclusive property of TIMMONS GROUP and may not be reproduced in whole or in part and shall not be used for any purpose whatsoever, inclusive, but not limited to construction, bidding, and/or construction staking without the express written consent of TIMMONS GROUP.



Town of Carthage

Land Use Plan Consistency Statement

FOR PROPOSED CONDITIONAL ZONING REQUEST FOR PROJECT KNOWN AS "PRIEST HILL" A MIXED-USE DEVELOPMENT ON PARCELS: 00005664, 00005666, 00000262, 20030408, 00005671, 0099018, AND 00005663 ZONE RA-40, R-20 AND TBD TO PLANNED UNIT DEVELOPMENT (PUD); PETITIONER: RHETSON COMPANIES, INC.

WHEREAS, amendments to the Town of Carthage Unified Development Ordinance have been proposed, which amendments are identified as follows:

Conditional Zoning Request from RA-40, RA-20 and TBD to Planned Unit Development (PUD)

NOW THEREFORE, the Board of Commissioners of the Town of Carthage resolves as follows:

Section 1. The Board of Commissioners concludes that the above-described amendment(s) are/are not consistent with the Town of Carthage 2040 Land Use Plan, as amended based on the following:

Goal 2: Coordinated, intentional, and well-planned growth and development.

Goal 5: Vibrant commercial areas that provide a variety of goods, services, entertainment options, and amenities.

Goal 9: Adequate supply and high quality of housing.

Rhetson Companies Inc. has submitted a conditional zoning request for a mixed-use project known as "Priest Hill" North of US 15-501 and west of Priest Hill Road. This project is proposed as a Planned Unit Development. This project is proposing to include townhomes, single family homes, commercial/industrial flex lots, office commercial, commercial outparcel and a retail center. Please view Attachment 1. The following are attachments that are very important as a quick reference and overview of the project, but it is just a snapshot, not the full details.

Section 2. Please state the Board of Commissioners reasonings/findings for the approval or disapproval of this consistency statement based on the above selected goals.

Section 2. The Board of Commissioners concludes that the above-described amendment(s) are/are not reasonable and in the public interest as they do/do not fulfill a direct objective of the Land Use Plan.

The foregoing Land Use Plan Consistency Statement, having been submitted to a vote, received the following vote and was duly adopted and ordained this 16th day of March 2026.

Ayes: _____
Nays: _____
Absent/Excused: _____

Jimmy Chalflinch, Mayor

Attest:

Kimberly Gibson, Town Clerk



Town of Carthage

Ordinance No. ORD.26.04

Amending the Town of Carthage Official Zoning Map and Text for Parcel (PARID) 00005664, 0005666, 00000262, 20030408, 00005671, 00990018, and 00005663 from RA-40 (Residential Agriculture), R-20 (Residential) and TBD (Thoroughfare Business District) to PUD (Planned Unit Development) as It Pertains to the Unified Development Ordinance in Section 100.42 "Types of Amendments" and Section 100.44 (5) "Amendment Procedure for Text Amendments and Map Amendments - Board of Commissioners"

WHEREAS, the Board of Commissioners of the Town of Carthage adopted Zoning Ordinance is for the purpose of regulating planning and development in the Town of Carthage and the extraterritorial area over which it has jurisdiction; and

WHEREAS, said Ordinance may be amended as circumstances of the community and property change; and

WHEREAS, the Town of Carthage represented by Planning Staff requested to update the zoning ordinance map and text for Section 100.42 "Types of Amendments" and Section 100.44 (5) "Amendment Procedure for Text Amendments and Map Amendments- Board of Commissioners"; and

WHEREAS, the zoning ordinance text and map amendment request was duly advertised for an open meeting before the Town of Carthage Planning Board at 6:00pm on Thursday, March 05, 2026, and after consideration the Planning Board with a motion of 5-0 recommended approval with conditions of the zoning ordinance map and text amendment; and

WHEREAS, a public hearing was held at a regular meeting of the Town of Carthage Board of Commissioners on Tuesday, March 17, 2026 at 6:30 pm in the McDonald Building, 207 McReynolds Street, after due notice in The Pilot, a newspaper in Southern Pines, North Carolina, with general circulation in the Town of Carthage, and its extraterritorial jurisdiction.

WHEREAS, the Board of Commissioners have reviewed this zoning map and text amendment with consistency with the 2040 Town of Carthage Land Use Plan; and

WHEREAS, the Board of Commissioners, after considering all of the facts and circumstances surrounding the zoning ordinance map and text amendment, have determined that it is in the best interest of the Town of Carthage that the Zoning Ordinance map and text be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF CARTHAGE BOARD OF COMMISSIONERS THAT:

The Zoning Map of the Town of Carthage is hereby amended by rezoning the following parcels and current zones RA-40 (Residential Agriculture), RA-20 (Residential), and TBD (Throughfare Business District)....

- | | | | |
|------------------------|-------------------|---------------------|----------------------|
| 1. (1) PARID: 00005664 | PIN: 858800429392 | Current Zone: RA-40 | Approx. Acres: 75.87 |
| 2. (2) PARID: 00005666 | PIN: 858818414606 | Current Zone: RA-20 | Approx. Acres: 4.59 |
| 3. (3) PARID: 00000262 | PIN: 858800325246 | Current Zone: TBD | Approx. Acres:44.66 |
| 4. (4) PARID: 20030408 | PIN: 858800307913 | Current Zone: TBD | Approx. Acres: 4.45 |
| 5. (5) PARID: 00005671 | PIN: 858818412187 | Current Zone: RA-20 | Approx. Acres: 0.41 |

- | | | | |
|------------------------|-------------------|---------------------|---------------------|
| 6. (6) PARID: 00990018 | PIN: 858818418261 | Current Zone: RA-20 | Approx. Acres: 1.54 |
| 7. (7) PARID: 00005663 | PIN: 858804513410 | Current Zone: RA-20 | Approx. Acres: 0.96 |

...to PUD (Planned Unit Development) with the conditions that the following specifications are part of this Planned Unit Development.

- 130 single-family detached homes
- 90 single-family attached homes
- 166,000 SF shopping center
- 340,000 SF businesses park
- 10,000 SF general office building
- 6,000 SF drive-in bank
- 6,000 SF high-turnover restaurant
- 6,000 SF fast-food restaurant with drive-through window

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 16th day of March 2026.

Jimmy Chalflinch, Mayor

Attest:

Kimberly Gibson, Town Clerk

Ayes: _____
 Nays: _____
 Absent/Excused: _____



MEMORANDUM

Date: March 16, 2026

To: The Board of Commissioners

From: Emily D. Yopp, Town Manager

Subject: Public Hearing — Adoption of MWBE/HUB Outreach Plan, Verifiable Percentage Goal, and Update on Prequalification Process

Purpose

The purpose of this memorandum is to request that the Board adopt the Town of Carthage Minority and Women Business Enterprise (MWBE) / Historically Underutilized Business (HUB) Outreach Plan and Guidelines, along with a 10% verifiable participation goal for building construction and repair projects costing \$300,000 or more, as required by North Carolina General Statute 143-128.2. This action is necessary to ensure the Town's compliance as we proceed toward bidding the new Town Hall renovation project.

Background

State Requirements - North Carolina law requires all local governments to:

- Adopt a verifiable percentage goal for minority participation in building construction and repair projects. G.S. 143-128.2 requires that this goal be adopted "after notice and a public hearing."
- Adopt an MWBE/HUB Outreach Plan, establishing how the Town will encourage and document minority participation. This requirement is confirmed in UNC School of Government guidance regarding local government obligations under G.S. 143-128.2.
- Require contractors to submit good-faith effort affidavits and documentation with their bids.
- These requirements apply to building construction or repair projects—including our upcoming Town Hall project.

Regional HUB Availability Analysis

To determine an appropriate verification goal, staff conducted a review of HUB-certified firms in Moore County and surrounding counties. The results showed:

Trade	Total HUB Firms
General Contractors	19
Electrical	11
Plumbing	2
HVAC	3
General Trades/Subcontractors	34
Total	69

Across these trades, the sample region includes 69 HUB-certified firms, compared to 299 firms overall, yielding an availability of approximately 23%. This demonstrates that HUB firms are present in the regional market but unevenly distributed across trades.

Based on this analysis, staff recommends adopting a 10% Town-wide verifiable participation goal, which is:

- Consistent with the State of North Carolina’s own MWBE goal,
- Achievable in our regional construction environment,
- Supported by market evidence,
- And in full compliance with G.S. 143-128.2.

Why Adoption Tonight Is Important

Adopting the Outreach Plan and 10% goal tonight allows the Town to:

- Proceed with formal bidding for the new Town Hall project in April,
- Incorporate required MWBE/HUB language and affidavits into bid documents,
- Conduct required Town “good-faith efforts,”
- Ensure the Town Hall project complies with all state procurement laws, and
- Maintain an efficient project timeline.

SUGGESTED MOTION(S)

I move that the Carthage Board of Commissioners adopt the Town of Carthage Outreach Plan and Guidelines for Recruitment and Selection of Minority Businesses for Participation in Building Construction or Repair Contracts, and further adopt a verifiable minority business participation goal of ten percent (10%) for Town building construction or repair projects costing \$300,000 or more, as required by N.C. General Statute 143-128.2.

**OUTREACH PLAN AND GUIDELINES FOR RECRUITMENT AND SELECTION OF MINORITY
BUSINESSES FOR PARTICIPATION IN TOWN OF CARTHAGE
BUILDING CONSTRUCTION OR REPAIR CONTRACTS**

In accordance with G.S. 143-128.2, these guidelines establish goals for minority participation in single-prime bidding, separate-prime bidding, construction manager at risk, and alternative contracting methods, on **Town of Carthage** building construction or repair projects in the amount of \$300,000 or more. The outreach plan shall also be applicable to the selection process of architectural, engineering, and Construction Manager-at-Risk services.

Town of Carthage has a current verifiable goal of **ten (10) percent** for minority participation for building construction or repair projects. The goal will be reviewed **every five (5) years**.

SECTION A: INTENT

It is the intent of these guidelines that the Town of Carthage, as awarding authority for building construction or repair projects, and the contractors and subcontractors performing the construction contracts awarded shall cooperate and in good faith do all things legal, proper, and reasonable to achieve the goal of **ten (10) percent** for participation by minority businesses in each building construction or repair project as required by GS 143-128.2. Nothing in these guidelines shall be construed to require contractors or awarding authorities to award contracts or subcontracts to or to make purchases of materials or equipment from minority-business contractors or minority-business subcontractors who do not submit the lowest responsible, responsive bid or bids.

SECTION B: DEFINITIONS

1. Minority - a person who is a citizen or lawful permanent resident of the United States and who is:
 - a. Black, that is, a person having origins in any of the black racial groups in Africa;
 - b. Hispanic, that is, a person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race;
 - c. Asian American, that is, a person having origins in any of the original peoples of the Far East, Southeast Asia and Asia, the Indian subcontinent, the Pacific Islands;
 - d. American Indian, that is, a person having origins in any of the original peoples of North America; or Female

2. Minority Business (MBE) - means a business:
 - a. In which at least fifty-one percent (51%) is owned by one or more minority persons, or in the case of a corporation, in which at least fifty-one percent (51%) of the stock is owned by one or more minority persons or socially and economically disadvantaged individuals; and
 - b. Of which the management and daily business operations are controlled by one or more of the minority persons or socially and economically disadvantaged individuals who own it.

3. Socially and economically disadvantaged individual - means the same as defined in 15 U.S.C. 637: Socially disadvantaged individuals are those who have been subjected to racial or ethnic prejudice or cultural bias because of their identity as a member of a group without regard to their individual qualities. Economically disadvantaged individuals are those socially disadvantaged individuals whose ability to compete in the free enterprise system has been impaired due to diminished capital and credit opportunities as compared to others in the same business area who are not socially disadvantaged.

4. Owner – Town of Carthage, North Carolina.
5. Designer – Any person, firm, partnership, or corporation which has contracted with Town of Carthage to perform architectural or engineering work.
7. Disadvantaged Business Enterprise (DBE) - A for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations.
6. Bidder - Any person, firm, partnership, corporation, association, or joint venture seeking to be awarded a public contract or subcontract.
7. Contract - A mutually binding legal relationship or any modification thereof obligating the seller to furnish equipment, materials, or services, including construction, and obligating the buyer to pay for them.
8. Contractor - Any person, firm, partnership, corporation, association, or joint venture which has contracted with Town of Carthage to perform building construction or repair work.
9. Subcontractor - A firm under contract with the prime contractor or construction manager at risk for supplying materials or labor and materials and/or installation. The subcontractor may or may not provide materials in his subcontract.

SECTION C: MINORITY OUTREACH PLAN AND GUIDELINES

Owner

Town of Carthage will employ the following strategies to encourage participation from MBEs.

1. Work with minority-focused and small business groups that support MBE inclusion in the solicitation of bids. These groups include:
 - a. North Carolina MWBE Coordinators' Network
 - b. NC Department of Administration's Office for Historically Underutilized Businesses
 - c. The National Institute of Minority Economic Development
 - d. Small Business Center Network (SBCN) through Sandhills Community College
 - e. Small Business & Technology Development Center
 - f. Carolina Small Business Development Fund
 - g. NC Rural Center
 - h. SCORE business mentoring network
 - i. SBA-funded Women's Business Centers serving North Carolina.
2. Place emphasis on the importance of soliciting certified MBE firms for subcontracting opportunities at pre-bid conferences and in the bid documents. Examine specifications to identify special subcontracting opportunities and strongly encourage prime contractors to solicit bids for subcontracts from MBE firms.
3. Provide detailed information to majority contractors concerning the bidding and good faith efforts requirements by holding meetings with the contractors.

4. Assess the effectiveness of the MBE program and identify opportunities to enhance it by evaluating MBE participation and compliance and reviewing the good faith efforts provided in bid packages.
5. Identify subcontracting opportunities unique to each construction contract and project and concentrate heavily on targeting certified MBE firms that have expressed an interest in Town of Carthage projects. Identify these opportunities and contact interested businesses no later than 10 days prior to the bid opening and provide a list of prime contractors who plan to participate in the project.
6. Participate in educational opportunities throughout the community as they become available and offer training sessions to share the Town of Carthage's outreach plan with interested businesses and organizations.
7. Enhance Town of Carthage web page by including the outreach plan and guidelines, listing good faith efforts, creating links to MBE resources, and creating awareness of specific subcontracting opportunities.
8. Make available to minority-focused agencies a list of subcontracting opportunities when they are identified, no later than 10 days prior to the bid opening, and a list of prime bidders that subcontractors may wish to contact for subcontracting consideration.
9. Advertise upcoming bid opportunities in minority-focused media.
10. Work with architects and engineers to make subcontracting opportunities more noticeable and more easily understood by potential contractors and subcontractors.
11. The Town Manager or designee shall serve as the Town's MWBE/HUB Program Administrator and is responsible for implementation, monitoring, documentation, and enforcement of these guidelines.

Designer

Under the single-prime bidding, separate prime bidding, construction manager at risk, or alternative contracting method, the designer will:

1. Attend the scheduled pre-bid conference to explain minority business requirements to the prospective bidders.
2. Assist the owner to identify and notify prospective minority business prime and subcontractors of potential contracting opportunities.
3. Maintain documentation of any contacts, correspondence, or conversation with minority business firms made in an attempt to meet the goals.
4. Review jointly with the owner, all requirements of G.S. 143-128.2(c) and G.S.143-128.2(f) – (i.e. bidders' proposals for identification of the minority businesses that will be utilized with corresponding total dollar value of the bid and affidavit listing good faith efforts, or affidavit of self-performance of work, if the contractor will perform work under contract by its own workforce) - prior to recommendation of award.
5. During construction phase of the project, review documentation for contract payment to MBEs (e.g. state form "Appendix E: MBE Documentation for Contract Payment") for compliance with minority business utilization commitments. Submit this form with monthly pay applications to the Owner.

Prime Contractor(s), CM at Risk, and Its First-Tier Subcontractors

Under the single-prime bidding, the separate-prime bidding, construction manager at risk, and alternative contracting methods, contractor(s) will:

1. Attend the scheduled pre-bid conference.
2. Identify or determine those work areas of a subcontract where minority businesses may have an interest in performing subcontract work.
3. During the bidding process, comply with the owner's requirements listed in the proposal for minority participation.
4. Identify on the bid the minority businesses that will be utilized on the project with corresponding total dollar value of the bid and affidavit listing good faith efforts as required by G.S. 143-128.2(c) and G.S. 143-128.2(f).
5. Make documentation showing evidence of implementation of Prime Contractor, CM-at-Risk and First-Tier Subcontractor responsibilities available for review by the Town of Carthage, upon request.
6. Upon being named the apparent low bidder, the bidder shall provide one of the following: (1) an affidavit that includes a description of the portion of work to be executed by minority businesses, expressed as a percentage of the total contract price, which is equal to or more than the applicable goal; or (2) if the percentage is not equal to the applicable goal, then documentation of all good faith efforts taken to meet the goal. The documentation must include evidence of all good faith efforts that were implemented including any advertisements, solicitations, and evidence of other specific actions demonstrating recruitment and selection of minority businesses for participation in the contract. Failure to comply with these requirements is grounds for rejection of the bid and award to the next lowest responsible and responsive bidder.
7. The contractor(s) shall identify the name(s) of minority business subcontractor(s) and corresponding dollar amount of work on the schedule of values.
8. The contractor(s) shall submit with each monthly pay request(s) and final payment(s) **Appendix E: MBE Documentation for Contract Payment** for designer's review.
9. During the construction of a project, at any time, if it becomes necessary to replace a minority business subcontractor, immediately advise the owner in writing, of the circumstances involved. The prime contractor shall make a good faith effort to replace a minority business subcontractor with another minority business subcontractor.
10. If during the construction of a project additional subcontracting opportunities become available, the contractor shall make a good faith effort to solicit sub-bids from minority businesses.

Minority Business Responsibilities

Certification

While minority businesses are not required to become certified in order to participate in Town of Carthage building construction or repair projects, certification is strongly encouraged because only certified HUB firms are counted toward the Town's verifiable participation goal. Certification can be obtained from the following agencies:

- North Carolina Department of Administration Historically Underutilized Business (HUB) certification

- North Carolina Department of Transportation Minority/Disadvantaged/Women-owned Business certification
- Small Business Administration 8(a) certification
- Other governmental agencies on a case-by-case basis

SECTION D: MINIMUM COMPLIANCE REQUIREMENTS

All written statements or affidavits made by the bidder shall become a part of the agreement between the Contractor and Town of Carthage for performance of the contract. Failure to comply with any of these statements, affidavits, or with the minority business guidelines shall constitute a breach of the contract. A finding by Town of Carthage that any information submitted either prior to award of the contract or during the performance of the contract is inaccurate, false, or incomplete shall also constitute a breach of the contract. Any such breach may result in termination of the contract in accordance with the termination provisions contained in the contract. It shall be solely at the option of the Town of Carthage whether to terminate the contract for breach.

In determining whether a contractor has made good faith efforts, the Town of Carthage will evaluate all efforts made by the Contractor and will determine compliance in regard to quantity, diligence, and results of these efforts. Contractors are required to earn at least 50 points for good faith efforts. Failure to file a required Affidavit A or B, or documentation demonstrating that the contractor made the required good faith effort, is grounds for rejection of the bid. Good faith efforts include:

1. Contacting minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor or available on State or local government-maintained lists at least 10 days before the bid or proposal date and notifying them of the nature and scope of the work to be performed. **(10 points)**
2. Making the construction plans, specifications, and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bid or proposals are due. **(10 points)**
3. Breaking down or combining elements of work into economically feasible units to facilitate minority participation. **(15 points)**
4. Working with minority trade, community, or contractor organizations identified by the Office for Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses. **(10 points)**
5. Attending any pre-bid meetings scheduled by the public owner. **(10 points)**
6. Providing assistance in getting required bonding or insurance or providing alternatives to bonding or insurance for subcontractors. **(20 points)**
7. Negotiating in good faith with interested minority businesses and not rejecting them as unqualified without sound reasons based on their capabilities. Reasons for rejection of a minority business based on lack of qualification should be documented in writing. **(15 points)**

8. Providing assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisting minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit. **(25 points)**
9. Negotiating joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible. **(20 points)**
10. Providing quick pay agreements and policies to enable minority contractors and suppliers to meet cash flow demands. **(20 points)**

SECTION E: DISPUTE RESOLUTION PROCEDURES

Pursuant to G.S. 143-128 (f1), all disputes involving contractors on a building construction or repair project with the Town of Carthage shall be resolved pursuant to State of North Carolina Policy G.S. 143-135.26(11)]

SECTION F: In addition to these guidelines, there will be issued with each construction bid package provisions for providing minority business participation in the Town of Carthage projects.

Adopted: **March 16, 2026**

Next Review: **March 17, 2031**



Town of Carthage

Resolution

A RESOLUTION TO ADOPT THE OUTREACH PLAN AND TO ESTABLISH A VERIFIABLE PERCENTAGE GOAL FOR PARTICIPATION BY MINORITY BUSINESSES IN THE AWARDING OF BUILDING CONSTRUCTION CONTRACTS PURSUANT TO NCGS 143-128.2

WHEREAS, the North Carolina General Assembly enacted N.C.G.S. 143-128.2 to enhance and improve good-faith efforts to recruit and select minority businesses for participation in public building construction or repair contracts;

WHEREAS, N.C.G.S. 143-128.2 requires each city, county, or other local public entity to adopt, after notice and a public hearing, an appropriate verifiable percentage goal for participation by minority businesses in the total value of work for building projects costing \$300,000 or more;

WHEREAS, N.C.G.S. 143-128.2(b) requires a public entity awarding a building contract where the total cost equals or exceeds \$300,000 to establish, prior to solicitation of bids, the good-faith efforts it will take to make it feasible for minority businesses to submit successful bids or proposals;

WHEREAS, N.C.G.S. 143-128.2(e)(1) requires a public entity awarding a building construction or repair contract where the total cost exceeds \$300,000 to develop and implement a minority business participation outreach plan;

WHEREAS, Town staff reviewed regional availability of HUB-certified firms in relevant construction trades within the Town's practical market area and determined that a verifiable goal of ten percent (10%) is appropriate and supported by evidence;

WHEREAS, notice of the public hearing was duly published in The Pilot Newspaper on March 4, 2026, and the required public hearing was held on March 16, 2026;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Carthage that:

1. The Town of Carthage hereby adopts a verifiable goal of ten percent (10%) participation by Minority and Women Business Enterprises (MWBE), including certified Historically Underutilized Businesses (HUBs), in the total value of work for Town building construction or repair projects subject to N.C.G.S. 143-128.2. This goal is not a quota; bidder responsiveness will be evaluated on compliance with the Town's and State's good-faith effort requirements.
2. The Town of Carthage hereby adopts the "Outreach Plan and Guidelines for Recruitment and Selection of Minority Businesses for Participation in Town of Carthage Building Construction or Repair Contracts," and directs staff to implement and maintain the program.

- 3. Town staff and project designers shall incorporate the goal and all required MWBE/HUB forms, affidavits, notices, and procedures into the front-end specifications of all qualifying construction bid packages.
- 4. This Resolution shall become effective upon its adoption.

The foregoing resolution, having been submitted to a vote, received the following vote and was duly adopted and ordained this 16th day of March 2026.

Ayes: _____
Nays: _____
Absent/Excused: _____

Jimmy Chalflinch, Mayor

Attest:

Kimberly Gibson, Town Clerk



MEMORANDUM

Date: March 16, 2026

To: The Board of Commissioners

From: Emily D. Yopp, Town Manager

Subject: Update on FEMA Funding for Storm Damages from TS Chantal

In November 2025, staff presented the Board with several options for repairing damages caused by Tropical Storm Chantal, including repairs to Summit Street, which remains closed due to roadway instability. Since that time, staff have been working with FEMA to obtain funding approval for repairs at the following locations:

- Summit Street
- The hill at Nancy Kiser Park / S. McNeill Street
- A washed-out area on Pinehurst Avenue

On February 14, 2026, the federal government entered a shutdown that continues to significantly affect FEMA operations. FEMA is currently only responding to lifesaving and mission-critical activities. All administrative functions—including long-term recovery programs and grant processing—have been deemed non-essential, and all FEMA staff working in these areas have been furloughed until further notice. As a result, grant processing has stopped, and we have been unable to communicate with our FEMA representative for nearly three weeks.

The Town Manager and Finance Officer have been in close coordination with our NC Division of Emergency Management representative, John Sommer. Prior to the shutdown, FEMA obligated funds for the Pinehurst Avenue washout repair; however, funds for Summit Street and the Nancy Kiser hill repair remain unobligated. It is important to note that even for the Pinehurst Avenue project, FEMA is not currently disbursing any funding. **The Town will still be required to pay the full cost of that repair upfront and seek reimbursement once FEMA reopens and resumes grant processing.** Because Summit Street and Nancy Kiser Hill have no obligated funds at this time, the Town cannot guarantee FEMA reimbursement for those projects until federal operations resume.

This means the Town cannot be assured that FEMA funding will ultimately be approved for these two remaining projects until the shutdown ends and FEMA resumes normal operations.

This has important implications. The Board previously approved pursuing a **box culvert extension** to repair Summit Street instead of replacing the original **three 54” pipes** that failed during the storm. The box culvert represents a more resilient, long-term solution. Current cost estimates are:

- **Box culvert:** \$566,705
- **Three 54” pipes:** \$518,815

At the time FEMA staff were furloughed, we were in active discussions about whether FEMA would fund the improved repair (box culvert) or reimburse only for restoring the roadway to its pre-storm condition. We were unable to obtain an answer before communication ceased.

Attached to this memo are the cost estimates staff have been using for planning purposes. At this time, we are seeking direction from the Board on how you would like us to proceed. Because the timeline for FEMA’s reopening is unknown, the Town faces two primary paths:

Option 1: Proceed with Repairs Using Fund Balance and Seek Reimbursement Later

Pros:

- Allows Summit Street to be repaired and reopened more quickly.
- Will repair the hill at Nancy Kiser, which is not currently a public safety hazard, just an eyesore. However, the repair **does** need to be made before hurricane seasons begins as excessive rainfall could cause further damage or safety issues.
- Reduces continued inconvenience for drivers using Summit St.

Cons:

- Requires approximately **\$400,000 or more** to be appropriated from Fund Balance.
- This will significantly impact Fund Balance health, reducing flexibility for future capital improvements and major operating purchases as we rebuild the Fund over the next few budget years.
- FEMA may reimburse only a portion of costs—and may reimburse **only the cost of restoring the original 54” pipes**, not the improved box culvert.
- Because discussions were not finished, if FEMA determines either of the repairs are not 100% reimbursable, they could only offer up to **\$200,000**, leaving the Town responsible for **\$220,000–\$360,000** in unreimbursed costs.

Option 2: Wait for FEMA to Reopen Before Proceeding

Pros:

- Preserves Fund Balance and reduces risk of unreimbursed costs.
- Ensures the Board makes decisions with full information once FEMA staff return and clarify funding eligibility.

Cons:

- Further delays repairs and the reopening of Summit Street, which has been closed since July 2025.
- Repair timelines remain uncertain given FEMA’s shutdown and processing backlog once operations resume.

Given the complexity of the information, staff will be prepared to offer additional clarification and answer any questions from the Board at the meeting.



TOWN OF CARTHAGE - SUMMIT ST. DRAINAGE REPAIR

ITEM DESCRIPTION			Sanford Contractors		Fred Smith Company		
Site Work			Box Culvert Ext.	54" Pipes	Box Culvert Ext.	54" Pipes	
	QTY	UNIT					
1	Mobilization / Project Management / Layout Staking	1	LS	\$53,100.00	\$21,600.00	\$56,000.00	\$51,000.00
2	Clearing & Grubbing / Demo / Erosion Control / Grading / Dewatering	1	LS	\$228,365.00	\$148,250.00	\$240,280.00	\$237,935.00
3	Storm Drainage	1	LS	\$367,000.00	\$240,780.00	\$203,955.00	\$162,416.00
4	Asphalt Paving	1	LS	\$37,560.00	\$28,030.00	\$33,590.00	\$33,580.00
5	Water System	1	LS	\$22,700.00	\$24,740.00	\$30,500.00	\$31,500.00
6	Pavement Markings	1	LS	\$2,500.00	\$2,350.00	\$2,380.00	\$2,384.00
TOTAL BID AMOUNT				\$711,225.00	\$465,750.00	\$566,705.00	\$518,815.00

LKC Engineering, PLLC, 140 Aqua Shed Court, Aberdeen, North Carolina 28315 * PH: 910/420-1437 * FAX: 910/637-4096
License No. P-1095



Fred Smith Company
 701 Corporate Center Drive, Suite 101
 Raleigh, NC 27607
 Ph. 919-783-5700 Fax: 919-783-6072

To: LKC Engineering, PLLC
Address: 140 Aqua Shed Court
 Aberdeen, NC 28315

Attn: Phillip Picerno
Phone: (910) 639-5063

Project: Town of Carthage
 Summit St. Drainage Repair

Bid Date: 10/17/2025

Bid item Code	Description	10/17/2025 Ext Price
10	MOBILIZATION	\$56,000.00
20	CLEARING & GRUBBING (INCL DEMO)	\$50,000.00
30	GRADING	\$168,000.00
40	MILLING LAP JOINT	\$10,000.00
50	ABC - 8"	\$6,075.00
60	ASPHALT SURF COURSE, TYPE S9.5B - 3" (TWO LIFTS)	\$17,515.00
70	RIP RAP, CLASS B	\$3,955.00
80	GEOTEXTILE FOR DRAINAGE	\$ 435.00
90	PAINT PAVEMENT MARKING LINES - 4"	\$2,380.00
100	8" WATER MAIN	\$20,000.00
110	DUCTILE IRON FITTINGS	\$10,500.00
120	TEMPORARY SILT FENCE	\$2,600.00
130	SILT FENCE OUTLET	\$1,520.00
140	ROCK SEDIMENT DAM	\$6,750.00
150	SILT EXCAVATION	\$1,450.00
160	SEEDING AND MULCHING	\$3,300.00
170	TEMPORARY SLOPE DRAIN	\$ 800.00
180	MATting FOR EROSION CONTROL	\$ 975.00
190	CIP BOX CULVERT EXTENSION	\$156,000.00
200	CIP WINGWALL	\$44,000.00
210	FILL GAP UNDER EXISTING CULVERT END WITH FF	\$4,450.00
Grand Total:		\$566,705.00

BID DOCUMENTS

- Plans by LKC Engineering, PLLC - Town of Carthage, Summit St. Drainage Repair (undated - "Preliminary Not for Construction")

Exclusions (Cont)

12. Additional costs may arise due to conflicts between plans, details, specifications, or interpretations of the same.
13. Impacts due to material shortages.
14. Bonds, (Bid, Performance, Payment or Encroachment)
15. Insurance policies or coverage rates beyond industry standard or those currently carried by us.
16. Permits and/or fees of any nature.
17. Design or Professional engineering services other than as stated above.
18. Surveying control if required.
19. Geotechnical Testing.
20. Inspection or certification of work.
21. Weekend, Holiday or special occasion work.
22. Night or multi-shift work.
23. Asphalt paving other than as required to complete the work shown on the plans.
24. Bores, encasement or any other measures required to install the water main under the culvert (see General Conditions Item No.18).



Fred Smith Company
 701 Corporate Center Drive, Suite 101
 Raleigh, NC 27607
 Ph. 919-783-5700 Fax: 919-783-6072

To: LKC Engineering, PLLC
Address: 140 Aqua Shed Court
 Aberdeen, NC 28315

Attn: Phillip Picerno
Phone: (910) 639-5063

Project: Town of Carthage
 Summit St. Drainage Repair
 W/2-48" CMP

Bid Date: 12/11/25

Bid item Code	Description
10	MOBILIZATION
20	CLEARING & GRUBBING (INCL DEMO)
30	GRADING
40	MILLING LAP JOINT
50	ABC - 8"
60	ASPHALT SURF COURSE, TYPE S9.5B - 3" (TWO LIFTS)
80	GEOTEXTILE FOR DRAINAGE
90	PAINT PAVEMENT MARKING LINES - 4"
100	8" WATER MAIN
110	DUCTILE IRON FITTINGS
120	TEMPORARY SILT FENCE
130	SILT FENCE OUTLET
140	ROCK SEDIMENT DAM
150	SILT EXCAVATION
160	SEEDING AND MULCHING
170	TEMPORARY SLOPE DRAIN
180	MATTING FOR EROSION CONTROL
190	(2) 48" CMP CROSSING
200	ENDWALL
220	CONNECT TO EXISTING CULVERT END
Grand Total:	
\$421,500.00	

BID DOCUMENTS

- Plans by LKC Engineering, PLLC - Town of Carthage, Summit St. Drainage Repair

11. Traffic control labor, equipment and materials. The existing traffic control set up by others will remain in place until completion of the project.
12. Additional costs that may arise due to conflicts between plans, details, specifications, or interpretations of the same.
13. Impacts due to material shortages.
14. Bonds, (Bid, Performance, Payment or Encroachment)
15. Insurance policies or coverage rates beyond industry standard or those currently carried by us.
16. Permits and/or fees of any nature.
17. Design or Professional engineering services other than as stated above.
18. Surveying control if required.
19. Geotechnical Testing.
20. Inspection or certification of work.
21. Weekend, Holiday or special occasion work.
22. Night or multi-shift work.
23. Asphalt paving other than as required to complete the work shown on the plans.
24. Bores, encasement or any other measures required to install the water main under the culvert (see General Conditions Item No.18).



MEMORANDUM

Date: March 11, 2026
To: The Board of Commissioners
From: Kim Gibson, Town Clerk
Subject: BUGGY FESTIVAL ROAD CLOSURE ORDINANCE

Each year we have to request road closures from the DOT and they require approval from the Board of Commissioners. The closures should be the same as years past.

RECOMMENDED MOTION(S):

OPTION 1

I recommend that Ordinance #ORD.26.05 be approved allowing for the closure of all necessary roads from 5:30am until 7:30p for the Buggy Festival to be held on Saturday, May 9, 2026.

OPTION 2

I recommend that Ordinance #ORD.26.05 NOT be approved for the following reason(s):



Town of Carthage

Ordinance No. ORD.26.05

AN ORDINANCE DECLARING A ROAD CLOSURE FOR THE BUGGY FESTIVAL

WHEREAS, the Town of Carthage Board of Commissioners acknowledges a long tradition of providing the annual Buggy Festival for the pleasure of its citizens; and

WHEREAS, the Town of Carthage Board of Commissioners acknowledges its citizens realize a financial benefit from holding the annual Buggy Festival; and

WHEREAS, the Town of Carthage Board of Commissioners acknowledges the festival requires approximately two (2) hours to install signing and traffic control, and also requires approximately two (2) hours for removing signs, traffic control, and litter;

NOW THEREFORE, BE IT ORDAINED by the Town of Carthage Board of Commissioners pursuant to the authority granted by G.S. 20-169 that they do hereby declare a temporary road closure during the day(s) and times set forth below on the following described portion of a State Highway System route:

Date: Saturday, May 9, 2025

Time: 5:30 a.m. to 7:30 p.m.

Route Description: NC 24/27 at Ray Street, NC 24/27 at McNeill Street and NC 22 at Saunders Street

This ordinance to become effective when signs are erected giving notice of the limits and times of the festival, and implementation of adequate traffic control to guide through vehicles around the festival area.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 16th day of March 2026.

Ayes: _____

Nays: _____

Absent/Excused: _____

Jimmy Chalfinch, Mayor

Attest:

Kimberly Gibson, Town Clerk



MEMORANDUM

Date: March 17, 2026

To: The Board of Commissioners

From: Jennifer Locklear, Town Planner

Subject: S-02-26: Site Plan Review for Leenheer Storage Units located west of 3760 US 15-501, Parcel 20170229; Zone: Industrial; Petitioner: Jeffrey Leenheer

I. SUMMARY OF APPLICATION REQUEST:

Applicant Jeffrey Leenheer received a rezoning last month for this parcel to the Industrial District in order to build storage units. Matthew Callahan submitted a site plan for this project, via email to Jennifer Locklear on Friday, February 20, 2026. These storage units are proposed on parcel 20170229 off US 15-501 on the west side of Leenheer Automotive (Auto Repair Shop) located at 3760 US 15-501. The parcel is approximately 1.64 acres in size, according to Moore County GIS.

Please view **Attachment 1 for the Site Plan.**

There are two proposed metal storage units, each 160' x 30', for a total of 9,600 square feet for both units. Storage units are permitted in the Industrial Zoning District.

Figure 1: Site Location outlined in blue.



II. PROJECT INFORMATION:

1. PARID: 20170229 (PIN: 858800206766)
2. Applicant/Owner: Jeffrey Leenheer
3. Owner: Jeffrey Leenheer
4. Long-Range Plan Designation:
This future area of this land appears to be Industrial per the adopted 2040 Land Use Plan.

5. Current Zoning: The current zoning is I (Industrial). It was approved February 2026.

III. APPLICATION REVIEW:

A. Review Process:

Applications for site plan review are pursuant to Unified Development Ordinance (UDO) Section 100.24 "Board of Commissioners" and UDO Section 100.64 (D) "Site-Specific Vesting Plan."

Sec. 100.24 Board of Commissioners

Without limiting any authority granted to the Board of Commissioners by General Statutes or by other Ordinances of the Town, the Board of Commissioners shall have the following powers and duties with respect to this Ordinance:

1. *To adopt, amend or repeal this Ordinance;*
2. *To adopt amendments to the Official Zoning Map;*
3. *To adopt design guidelines for the Historic Preservation Overlay Districts;*
4. *To approve or deny requests for approval of major preliminary and final subdivision plats, Special Use Permits, Conditional Zoning, Vested Rights, and major site plans;*
5. *To perform the powers and duties of a Board of Adjustment; and,*
6. *Such additional powers and duties as may be set forth in this Ordinance.*

Sec. 100.64 Site-Specific Vesting Plan (D)

D. The Administrator shall place the Site Plan on the next regularly scheduled meeting of the Board of Commissioners occurring at least ten (10) days after the Planning Board's recommendation.

The Board of Commissioners shall review the Site Plan and either approve, approve with conditions, reject the site plan, or refer the plan back to the Planning Board for further consideration. If the Board of Commissioners rejects a site plan, then the reasons therefore shall be stated in the record of action on the plan.

The Board of Commissioners may approve a site plan only if it meets the standards and requirements set forth in this Ordinance and provides adequate public facilities and improvements as provided for herein.

The subdivision standards contained in Sec. 100.65 shall serve as the basic standards for site plan development along with the specific standards set forth in the Special Requirement for the use or uses.

C. Staff Comments:

This is a by right use based on the Unified Development Ordinance (UDO). The applicant has met the UDO requirements, and the proposed site plan is the location of the storage units. There are no comments from Public Works or Fire for the site plan. Mr. Callahan informed me that the applicant does not plan to have temperature control for the units or an office. Therefore, there will be no restrooms. Please view Attachment 1 for the site plan.

IV. PLANNING ATTACHMENTS PROVIDED BY THE APPLICANT:

1. Attachment 1: Site Plan

V. BOARD OF COMMISSIONERS ACTION:

The Board of Commissioners (BOC) shall review the Site Plan and either approve, approve with conditions, reject the site plan, or refer the plan back to the Planning Board for further consideration. If the Board of Commissioners rejects a site plan, then the reasons

therefore, shall be stated in the record of action on the plan per UDO Section 100.64 (D) of the Town of Carthage Unified Development Ordinance (UDO).

OPTION 1

Approve Site Plan (S-02-26) as written and presented.

or

OPTION 2

Approve Site Plan (S-02-26) *with the following conditions.....*

OPTION 3

Reject Site Plan (S-02-26) *for the following reasons.....*

REFERENCE:
 DEED BOOK 4817, PAGE 566
 PLAT CABINET 14, PAGE 901
 MOORE COUNTY REGISTRY
 RATIO OF PRECISION= 1/10,000+

ACREAGE DETERMINED
 BY COORDINATE METHOD.

UNLESS OTHERWISE DENOTED,

- =EXISTING IRON STAKE
- =EXISTING CONCRETE MONUMENT
- =SET CONCRETE MONUMENT
- =SET IRON STAKE
- X=CALCULATED POINT
- ▲=POWER SERVICE STUB
- ⊙=SEWER SERVICE STUB
- ⊕=TELEPHONE SERVICE STUB
- ⊖=CABLE TV SERVICE STUB
- ⊗=WATER METER
- ⊘=FIRE HYDRANT
- ⊙=SANITARY SEWER MANHOLE
- ⊙=UTILITY POLE-PROPOSED DIRECTIONAL AREA LIGHT
- =PROPOSED SHRUB

Property is Zoned "Industrial"

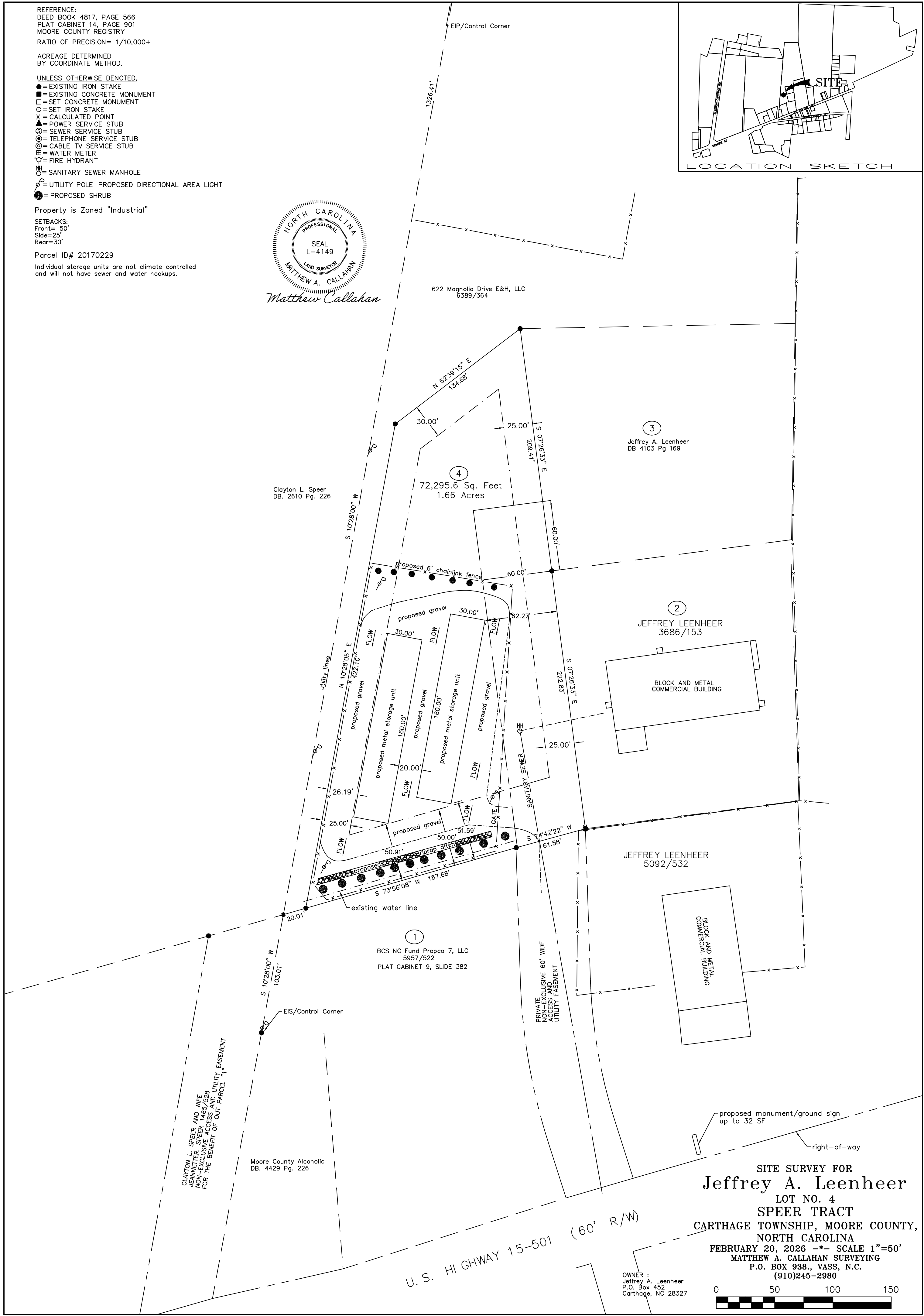
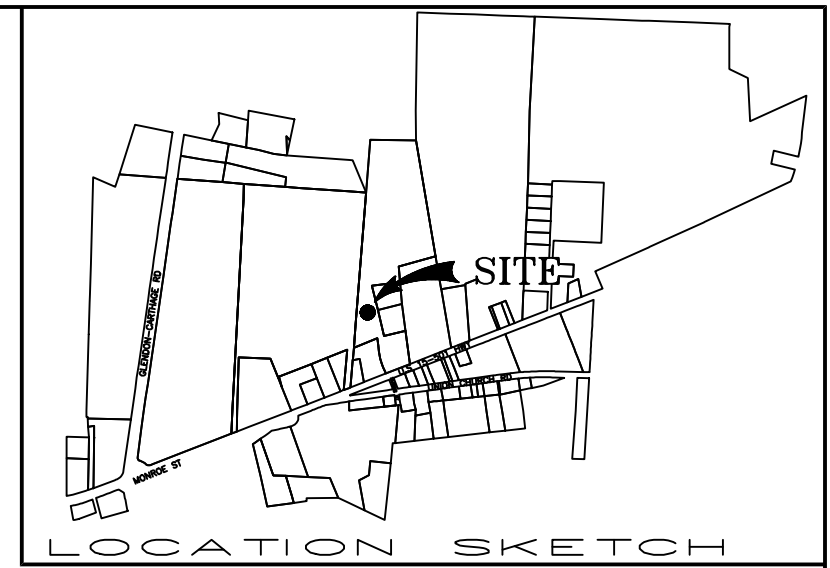
SETBACKS:
 Front= 50'
 Side=25'
 Rear=30'

Parcel ID# 20170229

Individual storage units are not climate controlled
 and will not have sewer and water hookups.



Matthew Callahan



SITE SURVEY FOR
Jeffrey A. Leenheer
 LOT NO. 4
 SPEER TRACT
 CARTHAGE TOWNSHIP, MOORE COUNTY,
 NORTH CAROLINA
 FEBRUARY 20, 2026 -- SCALE 1"=50'
 MATTHEW A. CALLAHAN SURVEYING
 P.O. BOX 938., VASS, N.C.
 (910)245-2980



OWNER :
 Jeffrey A. Leenheer
 P.O. Box 452
 Carthage, NC 28327



MEMORANDUM

Date: March 16, 2026

To: The Board of Commissioners

From: Jamie Sandoval, Management Analyst

Subject: Call for UDO Amendment to allow Planning Staff to set Public Hearings without Resolutions.

Planning staff recommends that the Board of Commissioners approve an amendment to Section 100.44 of the Unified Development Ordinance (UDO). Staff believes it is reasonable to allow administrative staff to schedule public hearings without the need for a formal resolution. Many other municipalities and counties permit planning or administrative staff to set public hearings administratively, without requiring a resolution from the governing board.

SUGGESTED MOTION(S)

OPTION #1:

I move to call a Public Hearing to consider a request made by Town Planning and Administrative staff to update the Unified Development Ordinance Section 100.44 to allow Planning and/or Administrative Staff to set Public Hearings at the next Board of Commissioners meeting to be held on April 20th, 2026, located at 207 McReynolds Street.

OPTION #2:

I move to deny a call for a Public Hearing to update the Unified Development Ordinance Section 100.44 for the following reason(s):
