



**CITY OF SOUTHPORT
PLANNING BOARD
REGULAR MEETING AGENDA**

February 16, 2023
6:00 PM

Agenda

Please turn off all cell phones

Meetings are open to the public. Face masks and social distancing may be used at the discretion of each individual. Changes to this policy may occur, as needed to help prevent the spread of the Coronavirus.

The regular monthly meeting of the Planning Board will be held at 6:00 p.m. on the third Thursday of each month. All members are asked to attend.

- A. Call to Order**
- B. Invocation**
- C. Pledge of Allegiance**
- D. Approval of Minutes**
 - 1. January 19, 2023
- E. Approval of Agenda**
- F. Public Comment**
- G. Old Business**
 - 1. Tractor Supply Major Site Plan Revision (T. Henley)
- H. New Business**
 - 1. Conditional Zoning Discussion (T. Henley)
 - 2. Brief Process Discussion (T. Henley)
- I. Other Business**
 - 1. Update on 115 N. Howe
 - 2. Update on 101 E. Moore
 - 3. Oakton Subdivision
 - 4. Shoppes at Dutchman Village
 - 5. Short Term Rentals
 - 6. Review Process

7. N. Caswell Alley Abandonment

J. Announcements

K. Member's Information

1. Member's Table
2. Attendance Record

L. Adjourn



City of Southport
Planning and Zoning Board Minutes
Indian Trail Meeting Hall; 113 W. Moore St.
January 19, 2023
6:00 P.M.

Members Present: Sue Hodgins, Will Hewett, Gustavo Mibelli, Scott Jones, Dick Sloan, Donnie Joyner, Fred Fiss, and Chris Jones

Members Absent: None

Staff Present: Travis Henley, Development Services Director
Mo Meehan, City Planner
Tanya Shannon, Deputy Clerk

Board of Aldermen Liaisons: Karen Mosteller and John Allen

- A. Chair Sue Hodgins called the meeting to order at 6:00 p.m.
- B. Mr. Donnie Joyner gave the Invocation.
- C. Chair Hodgins led the Pledge of Allegiance.
- D. Motion to approve the Meeting Agenda By Mr. Donnie Joyner and seconded by Mr. Gustavo Mibelli.
Unanimous vote; Motion Carried.
- E. Motion to approve the December 15, 2022, meeting minutes By Mr. Vice-Chair Hewett and seconded by Mr. Donnie Joyner. ***Unanimous vote; Motion carried.***
- F. Mr. Fred Fiss was sworn into Appointed Full City Member by Deputy Clerk Tanya Shannon.

Before moving into Public Comment Chair, Hodgins made the following comments.

Chair's Comments on the Changes Underway

"You can see from our agenda that there are many 'pendings' for Southport right now. Our city is busy, we are growing— more so than many of its citizenry would like but folks, 'we've been found' ... just like we all found it.

The very reason so many have moved to Southport is why we must take care of it. We all love our town for its history, its family-connections, and its very uniqueness. And I believe we all want to honor those things and as much as absolutely possible, keep Southport as Southport is.

Many times you've heard me say Southport is not a beach town – we are not Oak Island, Carolina Beach, or Holden Beach. For sure, we're not Wilmington or Wrightsville Beach.

Do we appreciate our tourists and businesses -- absolutely -- we realize they are part of Southport's economy and welcome their contributions to it. But we are not just a tourist-town either: we are a small coastal town of communities of neighbors. Part of this Board's mission is to help protect our areas of commerce and our neighborhoods. That's really part of the uniqueness of Southport, right? -- the two are so closely intertwined: our downtown literally has businesses and residences abutting. This Planning Board is a big part of what has to 'make it all work'.

We've seen the increase in submissions, the increase in ideas and concepts presented in them -- and we are charged to determine what's best for ALL of Southport: looking at historic character, impacts on our infrastructure, and the balance that has to exist between 'business and bodies'.

Several times in the past, this Board has talked about the changes underway in Southport -- some good, some 'not so much so'. And we've talked about the need for the city's boards and commissions to be in lockstep with City Staff and plans for the good of the city. Hindsight usually turns out best -- anybody else noticed that? After something has happened you usually see what good came from it -- even if it didn't feel like that when it was going on. That's happened for Southport: we've been shocked with some things, stepped up to some challenges and we've seen as a result what good could come, what changes are mandatory.

For Southport, for us as a Planning Board, I am very impressed with the internal changes that we see happening. We have Leadership -- we have an Administration -- that is committed to working us through our growing pangs. We have City Staff in place now that has phenomenal experience in planning -- we've loaded our arsenal with folks who were in the right place at just the right time. I think I speak for each of us when I express appreciation for Bonnie, Dorrie (congratulations, by the way, Ladies!), Travis, Mo, and Tanya for their work, their help on our behalf.

We as a Board are already being involved in discussions that will change -- very much for the better -- the processes by which we receive and review submissions. Under the eyes of City Staffers, members of this Board, AND public comments, we're identifying areas of our UDO that need strengthening by text amendments or small (and sometimes major) overhauls. Work has already begun there -- to beef up the authority, the measures the City will have to help with positive interaction with the entities that come before it. You'll hear a presentation on one of those ideas tonight. And City Staff is very much open to ideas that WE are bringing forward -- we are appreciative of that, too. This must be a joint effort. We start this year by asking for your support and that you 'Trust the Process'.

As a municipality, we cannot stop or change what is happening on Hwy 211 -- we see what will come at us, but overall, that's 'not our circus, not our monkeys'. What we can do, though, is work within our own city limits: plan smart, plan strong, and plan strategically.

Is all this going to be easy? OhmygoodLord, no -- it will be work. Is all of it going to be wildly popular? Absolutely not. This Board, Staff, and the Alderman are not always going to agree on everything. But we hope that everyone has the same goal in mind -- to take care of Town, to keep Southport. As we begin an update of our Land Use Plan; as we recreate our Comprehensive Plan (the long- term vision for Southport); and as we discuss other actions we can take -- some of which may be termed 'revolutionary' - - we encourage public participation. Before any meetings are held with these specific agenda items, we encourage you to participate in Public Comment at Regular Planning Board meetings just like this one or at Board of Aldermen meetings ...you don't know what thoughts, what great action-plans you could spark. We want us ALL involved.

Many of us make New Year's resolutions for ourselves personally, our families, our homes, and our causes. Here's ours for 2023: this Planning Board, and our City Administration, are out to tighten up and show Southport's citizenry our continuing forward movement! "

G. Public Comment:

Vice-Chair Hewett made a Motion to enter Public Comment and seconded by Mr. Joyner.

Unanimous vote; Motion carried.

Deputy Clerk Tanya Shannon read three submitted Public Comments.

1. Ms. Maureen Busch-Terman expressed concerns regarding the proposed Subdivision Oakton access road from Stuart Ave. She said this access is not needed because there are already three other proposed access points. She said this would cause the removal of many unnecessary trees.
2. Ms. Kathleen Fox- Rhett Street. She asked the Board to consider disapproving the proposed Oakton access road on Stuart Avenue. She believes there is enough proposed access without including Stuart Ave. and removing the trees in a nice, wooded area.
3. Mr. & Mrs. Sharon and Jim Lightbourne-316 W. West Street. They stated that so much of the Planning Board's work has been reactive in nature. This is an opportunity for the Planning Board to plan. He said the Planning Board seems to be the right group to lead the city and its residents in this planning. He said it takes time to identify the concerns we wish to address, time to explore options to address these concerns, time to implement and modify pilot experiments - all the steps necessary to identify a path forward. "We encourage the Planning Board to take up this challenge."
4. Ms. Shirley Sullivan-5002 Seaward Crt. has concerns regarding the proposed Major Site Plan for The Shoppes at Dutchman Village. She said that there needs to be an updated Traffic Impact Analysis on this area. She said that with the increase in growth in the city, the traffic flow would need to be structured for the incoming and outgoing traffic into the Shoppes and the Rivermist Community.
5. Ms. Jennifer Fontaine-5223 Shipmast Way. She lives in the Rivermist Community and has concerns about the traffic impact the Shoppes will have on the surrounding area. She agreed that an updated TIA would be needed to determine how the traffic flow will be accommodated around the Rivermist community and the adjacent restaurants and businesses.
6. Pat Kirman-119 Park Ave. would like information on the former location of Thai Peppers Restaurant on Moore St. She would like to know what design standards will be implemented to ensure that the business will be compatible with the character of Southport.
7. Rich Bandera-409 Burrington Ave. stated that as a former member of the Planning Board, he was involved with the Committees and consistently worked on the Conditional Zoning (CZ) provisions for the updated UDO for nearly 2 years. He does not encourage CZ and believes it should not expand into residential districts. He feels like this would create spot-zoning.
8. Ray Mitchell-Bethel Church Rd. stated that the 2019 Joint Land Use Study between Sunny Point Military Terminal and The City of Southport says in the Land Use Agreement that Sunny Point must approve any land sold or leased by the City. He asked has this discussion had taken place and, if not, when?

9. Mr. Terry Duff-Walden Creek Lane, Bethel Rd. is looking for answers to questions he submitted regarding the City property at Sunny Point. He said that although he does not live in the city, the decisions that the City makes regarding the use or sale of the property near his community have a significant impact.

Since there were no other comments, Chair Hodgkin requested a Motion to close Public Comment.

Vice-Chair Hewett made a Motion to close Public Comment and seconded by Mr. Sloan.

Unanimous vote; Motion carried.

H. Old Business:

1. Sunny Point Property:

Development Director Henley gave the background and context of the City Property adjacent to the Sunny Point Military Terminal. Pursuant to statutory requirements and adopted and current policy promulgated by the City of Southport, the Planning and Zoning Board was tasked with providing a recommendation to the Board of Aldermen as to the best course of action to take with regard to the 440-acre property owned by the City to the east of Military Ocean Terminal Sunny Point (MOTSU).

The property is subject to a number of deed restrictions that significantly curtail the property's development potential due to the property's proximity to MOTSU. In late 2022, the City received an unsolicited proposal to utilize the property for burrow pit sand mining. In response to that proposal, the City endeavored to determine whether or not to dispose of the property in general – if the City does decide to dispose of the property, such a decision would trigger additional processes which would allow any interested parties to submit proposals for the property.

The item was referred to the Planning Board for their review and recommendation at the Board of Aldermen's October 13, 2022, meeting. A Review Committee was established at the October 20, 2022, meeting of the Planning and Zoning Board. Clarification was given that the Planning and Zoning Board's sole task was to provide a recommendation as to the future use of the property by the City of Southport.

Staff - including the City Manager, Public Services Director, City Clerk, and Development Services - all are in agreement that exploring a sale and/or lease is the best course of action at this time, with the exception that any sale should retain approximately 20-30 acres for future use by the City. Exploring disposal of the property places no obligation on the City to formally sell the property if a proposal is not received that furthers the City's goals and objectives but will afford the City the opportunity to review and consider proposals from any and all interested parties.

The Review Committee for this project consisted of Planning and Zoning Board Members Will Hewett, Chris Jones, and Donnie Joyner. The Committee convened on January 5, 2022, at the Indian Trail Meeting Hall. Discussion topics included when and how the City came to possess the property, the deed restrictions placed upon it, and the context given the previous unsolicited proposal. Ultimately, the Committee came to a recommendation that the City explore any proposals for the property, including but not limited to outright sales, lease agreements, and lease-to-own agreements, with the City retaining 30 acres for City use.

Vice-Chair Hewett made a Motion to recommend to the Board of Aldermen the sale or lease of the 440-acre property minus 30 acres for the City to retain located adjacent to the Military Ocean Terminal Sunny Point (MOTSU). Mr. Dick Sloan seconded the Motion. ***Unanimous vote; Motion carried.***

I. New Business

1. The Shoppes at Dutchman Village Major Site Plan

CFSC Land LLC, Applicant, on behalf of J S South LLC, Owner, is requesting approval of a Major Site Plan for the construction and operation of a non-residential mixed-use building in the HC, Highway Commercial zoning district. Proposed uses include office, restaurant, and retail.

The property is located on the northeast corner of J Swain Boulevard and Eason Street, approximately 450 feet north of the intersection of J Swain Boulevard and NC HWY 211 and directly south of the Rivermist community. The property is located within the incorporated city limits of the City of Southport. The two subject properties are in the process of being combined.

Staff received an updated site plan on the afternoon of January 11th, 2023. That site plan addressed many of the requirements listed as outstanding. Due to time constraints and other factors beyond Staff's control, Staff has been unable to review the updated site plan to determine the compliance of those modifications with the applicable standards of the Unified Development Ordinance as of the publishing of the agenda. Staff's progress toward those determinations shall be provided in the presentation to the Planning Board.

The dimensional requirements applicable within the HC Highway Commercial zoning district are as follows: front setback of 25 feet, rear setback of 20 feet, side setback of 8 feet, and a maximum building height of 40 feet. As noted in the attached Staff comments, there are places on the submitted site plan denoted as side setbacks where they should be listed as rear setbacks. However, based on the site plan and submitted scale, the proposal appears to meet the dimensional requirements, with the caveat that the setback notes shall be updated prior to final zoning approval.

For building height, a finished floor elevation of 27.5 feet is noted, and the maximum height of 40 feet in the HC, Highway Commercial zoning district is correctly noted multiple times in site notes on multiple pages. However, Appendix A of the UDO requires the proposed building height to be demonstrated on the proposed site plan. Building height shall be reviewed further at the time at which building permits are reviewed.

Access to the site is proposed from two (2) access points along the southern and western boundaries of the subject properties, with one access point provided on each of J Swain Boulevard and Eason Street, respectively, with access to NC HWY 211 provided by J Swain Boulevard at a signal-controlled intersection approximately 450 feet south of the subject properties. Both J Swain Boulevard and Eason Street are owned and maintained by the City of Southport. Both driveways shall be designed and installed by the UDO. Upon completion of the driveway, they shall be inspected by a representative of Public Services for conformance to those and all other applicable standards.

Traffic generation calculations were not provided on the first submitted site plan. However, conversations with the Applicant revealed that the proposal would generate roughly 1,500 daily trips as it is currently proposed. Per Section 3.13 of the Unified Development Ordinance, a Traffic Impact Study shall be performed if the proposal generates more than 500 daily trips. A Traffic Impact Analysis was performed for the Dutchman Village project in 2000. As of the publishing of this report, the Applicant is exploring the applicability of that Analysis to this project and is exploring the possibility of requesting an

exemption from the Traffic Impact Study requirements through the process outlined in the Unified Development Ordinance, which vests the authority of the granting of an exemption with the Board of Aldermen. Should the exemption not be pursued, or the request denied, a Traffic Impact Study meeting the requirements of Section 3.13 shall be required, with approval authority resting with the Planning Board.

Based upon the Staff's review of the proposal, the project is found to be in compliance with the Parking Standards and Requirements. All Tree and Landscape Requirements will be reviewed, as well as the signage standards.

Staff recommends establishing a Review Committee to review the Plan in more detail.

Vice-Chair Hewett, Chris Jones, and Scott Jones volunteered for the Review Committee.

J. Other Business

1. Presentation of Conditional Zoning

Director Henley presented a PowerPoint on the Definition and the Procedures and Process of Conditional Zoning as it currently works in accordance with the UDO as follows:

What is Conditional Zoning?

- Conditional Zoning is a **process** by which the zoning designation of a property can be changed with a specific use or uses openly disclosed, allowing for consideration of the impacts of those uses by Planning Staff, Elected and Appointed Officials, and the Public at large.
- Conditional Zoning is designed for projects that have a **high degree of certainty** of being constructed if approved.

What is Conditional Zoning not?

- It is not a guarantee.
- It does not set precedent.
- It is not an authorization to begin construction.
- Also true of PUDs

What is Conditional Zoning in Southport today?

- A Conditional Zoning District can only be asked for if one owns a property currently zoned in one of the non-residential zoning districts (O/I, CBD, BD, HC, LI, HI).
- Conditional Zoning Districts must be tied to an existing zoning district: (Ex: BD-CZ, or "Conditional BD zoning district"), and the Applicant must abide by the dimensional standards and use allowances within the underlying zoning district.

How are Conditional Zoning districts reviewed and approved?

- The Submittal of the Application
- Conditional Zoning Application + Rezoning Application
- A "Master Development Plan" + supporting information and text that specifies the use or uses intended for the property, dimensional standards, and any development standards to be approved concurrently with the rezoning application (Applicant-proposed conditions).
- Staff determines completeness of the application – if an application is not deemed complete, it is not accepted and is not reviewed.

The Public Input Meeting

- *Required to be conducted by the Applicant – mailed public notice requirements mirror public hearing notice requirements.*
- *The form and function of the meeting is case-dependent and at the discretion of the Applicant.*
- *A report outlining the facts of the meeting shall be submitted prior to presentation to the Planning Board and shall include, among other things:*
- *Attendance Roster*
- *Summary of items discussed*
- *Any changes to the proposal based on input received*

How are Conditional Zoning Districts Reviewed and Approved?

- *Staff presents the proposal to the Planning Board with their recommendation.*
- *Upon the Planning Board also reaching a recommendation, the entirety of the case is presented to the Board of Aldermen in a public hearing.*
- *The Planning Board and Board of Aldermen share the same review criteria.*
- *The application's consistency to the general policies and objectives of the City's Comprehensive Plan*, any other officially adopted plan that is applicable, and the UDO*
- *The potential impacts and/or benefits on the surrounding area and adjoining properties*
- *The report of results from the public input meeting*
- *Conditions of approval* may be added to the case – conditions should generally reference the review criteria applicable to Conditional Rezoning and the proposal's merits under those review criteria*
- *Ultimate decision-making authority rests with the Board of Aldermen, and they may approve, deny, or table the proposal or remand the case back to the Planning Board for further review.*
- *Approval of a Conditional Rezoning **IS NOT** authority for an Applicant to begin construction.*
- *If a Conditional Rezoning proposal is not executed within 3 years following approval, the Planning Board shall have the authority to recommend proceedings to rezone the property back to or to another zoning district.*

**Also true of PUD proposals*

Benefits of Conditional Zoning

To the City:

- *Conditional Zoning is the most stringent development approval process.*
- *Affords the ability to identify impacts brought on by development proposals and effectively work with the Applicant and the public to mitigate those impacts.*
- *Affords the most discretion possible to decision-makers (legislative vs. administrative processes).*

To the Public:

- *Conditional Zoning is the most effective and impactful method for the public to participate in the review of a specific development proposal.*
- *The results of the required public input meeting are explicitly identified as one of the review criteria elected, and appointed officials must consider.*

To the Applicant:

- *Affords the flexibility to execute unique projects that do not fit into traditional zoning districts but are consistent with adopted plans regardless.*

Opportunities

- *Current allowances are too restrictive to realize the benefits of Conditional Zoning.*
- *There is very little incentive for an Applicant to undertake the process with current restrictions.*
- *PUD process has many deficiencies and is superfluous with an expanded Conditional Zoning section.*

Staff Recommendations to the Planning Board

- *Allow Conditional Rezoning proposals to be considered from all zoning districts other than open space.*
- *Include PUD requirement for 20% protected open space in proposals with residential uses (other than within BD/CBD area).*
- *Uncouple Conditional Zoning districts from existing traditional zoning districts.*
- *Customize Dimensional Standards.*
- *Can choose existing zoning + conditional district if desired by the Applicant.*
- *Require Applicant-held public input meeting to be conducted prior to submission of the application.*
- *Other clarifying and process-improvement amendments throughout Section 2.11.*

Feedback from the Planning Board

- *Process Improvement*
- *Minimum acreage before someone can request?*
- *Just from residential? Or everyone?*
- *PUD- considerations*
- *Require mixed uses at a certain threshold?*
- *Incentives?*

Mr. Henley said that once the Applicant submits the proposal, Staff will present the proposal to the Planning Board and make a recommendation. He said that the recommendation is based in accordance with the UDO and agreement with the Land Use Plan.

Mr. Mibelli had some concerns with Conditional Zoning. He said that Conditional Zoning provides flexibility to facilitate development in jurisdictions that are eager to grow. In his view, Southport is in a different situation - as more than investments, it needs to maintain its character. He sees CZ with no density constraints, which could trigger difficult-to-control builders' expectations. Mr. Mibelli questioned the limits of CZ and what would be considered the ceiling. Mr. Henley said that the Land Use Plan is the ceiling. All the standards and regulations will have to be met as they currently exist. He asked if there could be unpredictability, a property not knowing what will be built next door. Current zoning plans may become obsolete as anything could be built, setting aside citywide, overarching criteria provided in these instruments. It could pinpoint quasi-spot zoning changes, affecting specific locations and depending on specific negotiations, resulting from unknown future conditions. The monumental burden would be placed on the Planning Board and Staff to study and negotiate projects -- huge decision-power that could be used positively but also dangerously. He said the Planning Board has fundamental tasks to address: the UDO and other regulatory tools have to be updated; and the Hwy 211 growth detrimentally impacting Southport that will require non-traditional planning approaches. He said we should put our efforts into resolving *those* issues and not let Conditional Zoning distract us.

Mr. Henley said that after consideration for approval, the Board must adopt a Statement of Consistency that states whether the Board recommends approval or denial to the Board of Aldermen and provide the reasons why. The recommendation review process must follow the Land Use Plan and the limits and standards it abides by. He said more discussion needs to happen before any decisions are made. He said this meeting's presentation on Conditional Zoning is intended to start the conversation and get feedback from the Board and the public on how to proceed.

2. Update on N. Caswell Street Partial Alley Abandonment

Director Henley reported that Staff is working on proper site visits and has met with one of the adjacent neighbors of the Applicant requesting the abandonment. There is a question on water lines that have been detected that may or may not be in the alleyway. Mr. Henley said that the process would only

move forward with input from the Director of Public Services, Tom Stanley. He said another Review Committee Meeting consisting of Vice-Chair Hewett, Mr. Jones, and Mr. Joyner would be scheduled.

3. Update On Oakton Preliminary Plat

Mr. Henley said that Staff has talked to the Applicant and discussed some concerns. The Applicant was provided with a list of these concerns. He said the Developers would get back with a response on the matters in regard, including the access points on Stuart Avenue and the Stormwater Management.

4. Update on 115 N. Howe Street

Mr. Henley stated that Staff had received an updated Site Plan. After Review, the Staff outlined some concerns that need to be readdressed. He said that Staff would review the revised plan to ensure that the project has been thoroughly completed. Mr. Henley noted that Staff needs 30 days to review, and when the Applicants return the corrections that have been corrected, the 30-day time clock period will restart (clarifying that the 30-day requirement is for the UDO Administrator rather than the Planning Board). Mr. Mibelli noted that the review time should be reasonable and balance flexibility, communication, and negotiations.

5. Update on 101 E. Moore Street

City Planner Meehan requested additional information from the Applicant that has yet to be received. She said that Staff has some concerns and issues with the Parking area. The Review Committee consisting of Mr. Scott Jones, Chair Sue Hodgins, and Mr. Fred Fiss will be kept updated.

6. Update on Review Process Committee

Mr. Henley said the Committee is continuing to work on the Review Process. He said that he sees little of this procedure in the Shoppes at Dutchman Village Major Site Plan Review. He believes this will be an excellent plan to start with to ensure that the applications and plans are in a better position for review before they are presented to the Planning Board. Chair Hodgins said she likes the Memo Format and looks forward to the checklist's refinement to show all elements of an application having been fully submitted before presentation to the Board.

K. Announcements

Mr. Donnie Joyner announced the 2023 Brunswick County Black History Symposium on February 17, 18, and 19th. He said there would be more information to come.

Without further business or comments, Chair Hodgins asked for a Motion to Adjourn.

Vice-Chair Hewett made a motion to Adjourn the meeting and was seconded by Mr. Joyner.

Unanimous vote; motion carried.

Adjournment: 8:18 P.M.

Chair, Sue Hodgins

Deputy Clerk, Tanya Shannon

STAFF REPORT

MAJOR SITE PLAN – MAJOR REVISION

TRACTOR SUPPLY AT SOUTHPORT CROSSING

APPLICATION SUMMARY	
Presentation Date	February 16, 2023 Planning and Zoning Board
Applicant	Gavin Melia
Parcel ID	22100001 (Final Plat Pending)
Project Acreage	3.51 acres
Parcel Acreage	54.08 acres (Final Plat Pending)
Zoning District	HC – Highway Commercial

PRELIMINARY PLAT OVERVIEW
Gavin Melia of Southport Development Group, LLC, applicant, is requesting a revision to the previously approved Major Site Plan for the construction and operation of a Tractor Supply Company retail establishment within the Southport Crossing commercial development. Specifically, the request is to add the construction of two 1,000-gallon propane tanks to the site and a small modification to the location of the required mitigation trees to take into account the placement of the new tanks. The City of Southport Planning and Zoning Board previously approved the Major Site Plan for Tractor Supply Company at their June 2022 meeting and currently has authority to construct site infrastructure. Upon Staff approval of the Final Plat for this phase, which was approved by the Board of Aldermen at their December 2022 meeting but included conditions, a building permit for the proposed structures may be approved by the City of Southport.
LOCATION
The project location is located within the Southport Crossing development on the western side of the overall project, to the east of NC HWY 133. The subject property location is within the incorporated limits of the City of Southport and is zoned HC, Highway Commercial. This property is located within the incorporated city limits of the City of Southport and can be further identified by Brunswick County Parcel ID 22100001.

REVISION REQUEST

The applicant has submitted a revision request to the approved Major Site Plan for Tractor Supply in order to construct two propane tanks located to the west (rear) of the proposed building along the southern property line (see attached site plan). According to the submitted narrative, the tanks are proposed for use by the building itself and are not for public use (narrative attached). Such tanks are required to meet the general structure setbacks required in the HC, Highway Commercial zoning district, and the submitted site plan has been determined by staff to be in compliance from a setback perspective: the minimum side setback in this zoning district is 8 feet, and the submitted site plan shows the proposed tanks at 10 feet from the side property line. The City of Southport Unified Development Ordinance does not offer specific standards for the construction and operation of such tanks outside the Special Flood Hazard Area, and the subject property does not include such areas. Therefore, from a placement perspective, the request is determined to be in conformance with the applicable standards of the Unified Development Ordinance.

Due to the addition of the proposed propane tanks, a modification to the landscape plan and placement of required mitigation trees was required in order to provide appropriate separation of the trees from the tanks. The modified landscape plan is provided as an attachment to this report as well and was also deemed to remain in compliance with the Unified Development Ordinance.

Per Section 2.6.J.2 of the City of Southport Unified Development Ordinance, the authority to grant major revisions is granted to the same authority that grants the original approval. Upon Staff's review of the request, the request was deemed to be considered a major revision due to the increase of impervious surface coverage by a new structure. Because Major Site Plan approval authority is vested with the Planning and Zoning Board, the Board is also asked to approve any modification considered a major revision (See Section 2.6.J of the Unified Development Ordinance reproduced below:

J. MODIFICATION OF PERMITS OR APPROVALS

1. Insignificant deviations from the permit (including approved plans and conditional district rezoning) issued by the Board of Aldermen, the Planning Board, the Board of Adjustment, or the UDO Administrator are permissible and the UDO Administrator may authorize such insignificant deviations unless classified as a major change as provided below.
2. Major changes to approved permits, plans, and conditions of development may be authorized only by the permit issuing authority in the same manner as outlined in this article for original submission. Major changes include, but are not limited to:
 - a. Change in use.
 - b. Any increase in development density; such as, increase in density of units, whether residential, office, commercial or industrial; an increase in number of off-street parking or loading spaces; or an increase in impervious surface area.

- c. An increase in overall ground coverage by structures.
 - d. A change in any site dimension by more than 10 percent.
 - e. A reduction in approved open space or screening.
 - f. A change in access and internal circulation design.
3. The UDO Administrator shall determine whether amendments to and modifications of permits constitute an insignificant deviation, or a major change as described herein.
4. A developer requesting approval of changes shall submit a written request for such approval to the UDO Administrator, and that request shall identify the changes. Approval of all changes must be given in writing.

STAFF REVIEW AND RECOMMENDATION

Staff Review and Recommendation

While the Unified Development Ordinance offers no specific standards regarding propane tanks, Staff engaged the City's Building Inspector and Fire Marshal to gain their initial feedback. The Fire Marshal reported no concerns with the request. The applicant and Building Inspector worked collaboratively to ensure appropriate separation of the tanks from the proposed building as well as from the nearby property line, in accordance with all applicable building codes. The site plan provided by the applicant, attached to this report, is the result of that effort. The Building Inspector and Fire Marshal will be further involved at the building permit submittal phase of the project for the primary structure and individual tanks.

Planning staff have reviewed the request and determined that the requested revision is in compliance with all applicable provisions of the Unified Development Ordinance as well as the spirit and intent of the previous Major Site Plan approval. As such, Planning Staff respectfully recommends approval of the request as outlined in this report and in the attached site and landscaping plans.

Attachments

1. Written Revision Request
2. Proposed Site Plan
3. Proposed Landscape Plan
4. Originally Approved Site Plan Package (from June 2022 Planning Board Packet)

SOUTHPORT DEVELOPMENT GROUP, LLC

120 MARKET SQUARE, FLOOR 2,
PINEHURST, NC 28374

VIA EMAIL

Date: February 1, 2023

To: Travis Henley, Director, Development Services,
thenley@cityofsouthport.com

Re: Propane Gas for Building Heat at proposed Tractor Supply Company store
at Lot 10, Southport Crossings Shopping Center

Dear Travis,

We began our conversations with Piedmont Gas (Duke Energy) for natural gas service to Tractor Supply in early November 2021, when we shared information about what gas usage would be. At that time, 15 months ago, we were told that Piedmont needed to know what the usage because they were installing gas lines throughout the development and would need to include TSC in the design.

In the last 15 months, Piedmont Gas has demonstrated no progress in regard to getting the infrastructure installed, despite, as I understand, having had an encroachment permit.

I understand that Hwy 211 is now being widened and as part of that widening, the 211 right-of-way is now in control of Barnhill Contracting.

1. Design: Piedmont Gas therefore must work with Barnhill to determine where to make a tap, which requires coordination between Barnhill's designers and Piedmont Gas' designers. As of this writing, my understanding is that design has not yet begun.
2. Permitting: Further, Piedmont Gas must submit its design and obtain a new Encroachment Permit which will require a DOT review of plans.
3. Construction in ROW: Then the construction within the right-of-way has to be scheduled and coordinated with Barnhill.
4. Construction out of ROW: Outside of the right-of-way, the gas mains must be brought across parcels 2, 3, 4 5 and 6, along Southport Crossings Way (where a tap to provide for TSC would be contemplated) and around the back of the existing shops building.

Piedmont Gas has provided no timeframe for the work of items 1-4, nor does Piedmont Gas control the timeframe for the approvals it needs to obtain.

On the other hand, the water, sewer and road installations are underway, and BEMC has completed electrical design and secured a transformer for Tractor Supply.

Phone: (910) 695-3694

Fax: (910) 695-3603

SOUTHPORT DEVELOPMENT GROUP, LLC

120 MARKET SQUARE, FLOOR 2,
PINEHURST, NC 28374

In order to deliver this store to Tractor Supply, we need to have control of the schedule as much as possible.

We have no confidence in Piedmont Gas' ability to bring us the gas needed to open the store in a timely manner, and therefore request that the City permit us to install propane tank(s) at the rear of the building which will be dedicated for storage of propane to heat the building.

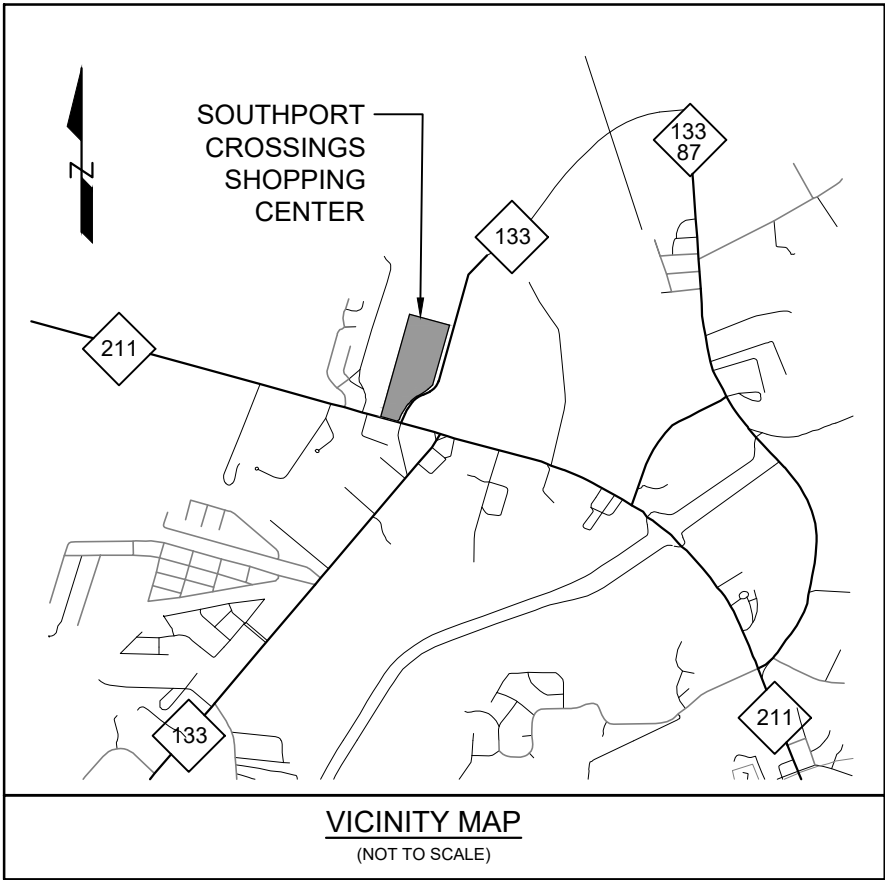
Sincerely,



Digitally signed by Gavin Melia
DN: cn=Gavin Melia, o=Baseline, ou,
email=gavin@baselinedevelopment.com
, c=US
Date: 2023.02.01 11:25:34 -05'00'

Gavin Melia
Member
910 724 6720

Phone: (910) 695-3694
Fax: (910) 695-3603



SITE DATA
PROJECT NAME: TRACTOR SUPPLY COMPANY
SITE ADDRESS: TBD SOUTHPORT CROSSINGS WAY
SOUTHPORT, NC 28461

OWNER: MDI MANAGEMENT LLC
120 4TH STREET SW
HICKORY, NC 28602-2947

DEVELOPER: SOUTHPORT DEVELOPMENT GROUP, LLC.
120 MARKET SQUARE
PINEHURST, NC 28374

PARCEL ID: SOUTHPORT CROSSINGS PARCEL 10
(FUTURE PARCEL - NOT YET RECORDED)

PARCEL NUMBER: TBD

PROPOSED PARCEL AREA: +/- 153,114.92 SF (3.51 ACRES)

ZONING: HC (HIGHWAY COMMERCIAL)
JURISDICTION: SOUTHPORT

PROPOSED USE: RETAIL, INCLUDING: BUILDING MATERIAL,
HARDWARE, LAWN OR GARDEN STORE,
FEED, SEED, CLOTHING, AND FERTILIZER SALES,
FARM MACHINERY SALES

FLOOD INFORMATION: THIS PARCEL IS LOCATED IN
FLOOD ZONE X, WHICH IS NOT A SPECIAL
FLOOD HAZARD AREA AS DETERMINED
BY FEMA FLOOD PANEL 2087, MAP NUMBER
3720208700K, DATED 8/28/2018

REQUIRED PARKING

BUILDING:	21,907 SF
GARDEN CENTER:	3,744 SF
FENCED OUTDOOR DISPLAY:	13,170 SF
SIDEWALK OUTDOOR DISPLAY:	6,620 SF
TOTAL SF TO BE PARKED	45,441 SF

PARKING RATIO PER TABLE 3.4:

(1) SPACE PER 500 SF OF FLOOR AREA (DISPLAY AREA INCLUDED)	
REQUIRED PARKING (1:500)	90.8 (91 SPACES)
PARKING SPACES PROVIDED:	98 SPACES

REQUIRED HANDICAP PARKING: 4 SPACES
HANDICAP PARKING PROVIDED: 4 SPACES

IMPERVIOUS CALCULATIONS:

	PROVIDED
BUILDING FOOTPRINT	21,930 SF
PARKING LOT & VEHICULAR AREAS*	72,400 SF
CONCRETE PAVING (PEDESTRIAN / DISPLAY AREAS)	26,700 SF
FUTURE/ADDITIONAL AREAS	5,000 SF
TOTAL IMPERVIOUS LOT 12 IMPROVEMENTS	126,030 SF
PERCENT OF PROPOSED IMPERVIOUS	(82.3%)

WETLAND NOTE:
THIS TRACT DOES NOT HAVE ANY REGULATED
WETLANDS OR STREAMS ON THE LAND AT THE CURRENT TIME.

SITE SIGNAGE
ALL SIGNAGE SHOWN ON PLAN TO BE PERMITTED BY OTHERS.

SITE LIGHTING
SEE LIGHTING PLAN (BY OTHERS)

REQUIRED YARD CALCULATIONS:

STREET YARD
10' WIDE STREET YARD REQUIRED ADJACENT TO PUBLIC R.O.W.,
RESERVED FOR PLANTING - SEE LANDSCAPE PLAN FOR CALCULATIONS

FOUNDATION PLANTING
SEE LANDSCAPE PLAN FOR CALCULATIONS

BUFFER YARD
WHERE THERE ARE COMPETING OR CONFLICTING LAND USES AND/OR
DIFFERENCES IN THE INTENSITY OF LAND USES, BUFFER YARDS SHALL
BE REQUIRED. PER TABLE 3.8 BUFFER YARD WIDTH, APPLICANT ZONING
DISTRICT OF HC ADJACENT TO OTHER HC ZONING DISTRICT REQUIRES
ZERO (0) FEET BUFFER YARD (SEE ARTICLE 3.17-I, PG. 3-104)

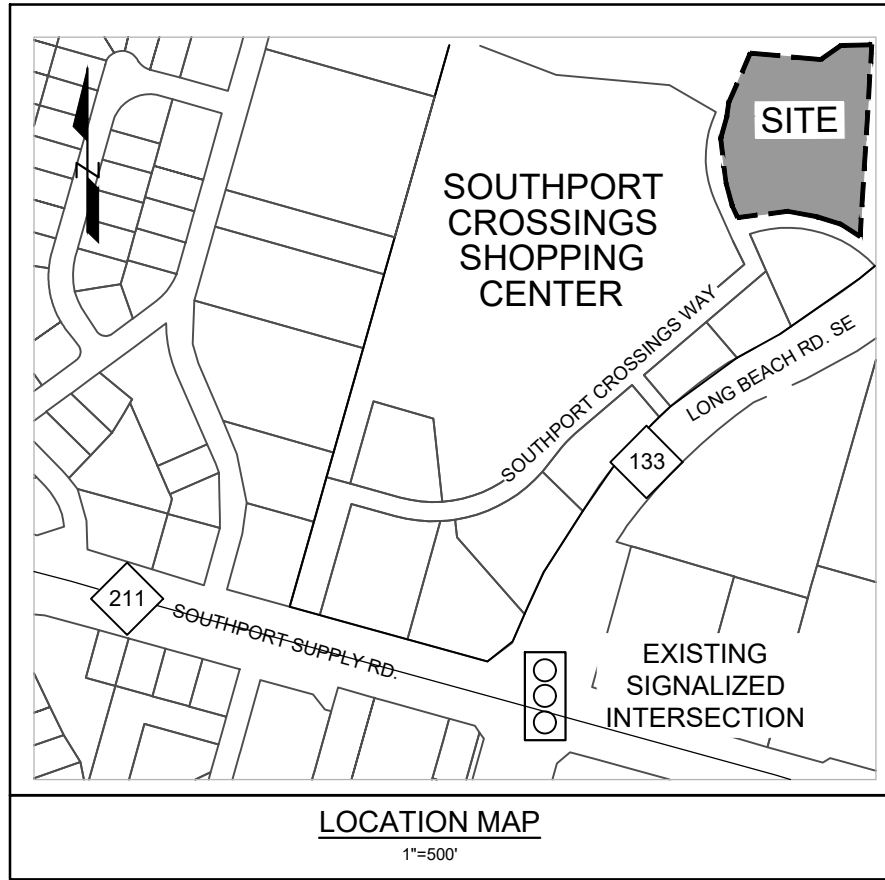
WATER AND SEWER CAPACITY
RETAIL - 19,028 SF @ 100 GAL/1,000 SF
TOTAL = 1,903 GPD

UTILITY NOTES

WATER SERVICES PROVIDED BY BRUNSWICK COUNTY. THERE IS A PROPOSED 8" WATER MAIN.

SPRINKLERS ARE PROPOSED FOR THE PROPOSED BUILDING. THERE IS A PROPOSED FIRE HYDRANT
LOCATED WITHIN 150 FEET OF THE PROPOSED REMOTE FIRE DEPARTMENT CONNECTION AS NOTED ON
THE PLAN.

CONTRACTOR SHALL CONTACT BRUNSWICK COUNTY PRIOR TO CONSTRUCTION START TO SCHEDULE A
PRE-CONSTRUCTION MEETING. FOR SHUTDOWN OF ANY EXISTING UTILITY MAINS / SERVICES,
CONTRACTOR TO INFORM AND COORDINATE WITH THE APPLICABLE OWNERS.



HC DIMENSION REQUIREMENTS

FRONT SETBACK: 25'
SIDE SETBACK: 8'
REAR SETBACK: 20'
MAXIMUM HEIGHT: 40'

PARKING FACILITIES LANDSCAPING

PARKING FACILITIES LANDSCAPING
(8% REQUIRED)
PARKING LOT = 54,490 SF*
LANDSCAPE AREA REQUIRED = 4,359 SF
LANDSCAPE AREA PROVIDED = 7,856 SF (14.4%)

*DOES NOT INCLUDE LOADING / SERVICE AREA
AT REAR OF STORE AND OUTDOOR DISPLAY
AREAS ON SITE
SF OF PLANTER AREA IN PARKING
FACILITY (SEE PLAN FOR LOCATIONS)

LANDSCAPE PENINSULAS (OR
ISLANDS) SHALL BE AT ENDS OF ALL
PARKING ROWS AND NO MORE THAN
10 PARKING SPACES APART.
MINIMUM INTERIOR WIDTH OF
PLANTER ISLANDS SHALL BE 8', AS
MEASURED FROM BACK OF CURB TO
BACK OF CURB. ISLANDS SHALL
CONTAIN A LEAST 100 SF PLANTER
AREA AND INCLUDE (1) CANOPY TREE
AND (6) SHRUBS.

FOUNDATION PLANTING

12% OF THE BUILDING FACE SF AT PARKING
OR INTERNAL DRIVE SHALL BE PROVIDED AS
FOUNDATION PLANTINGS.

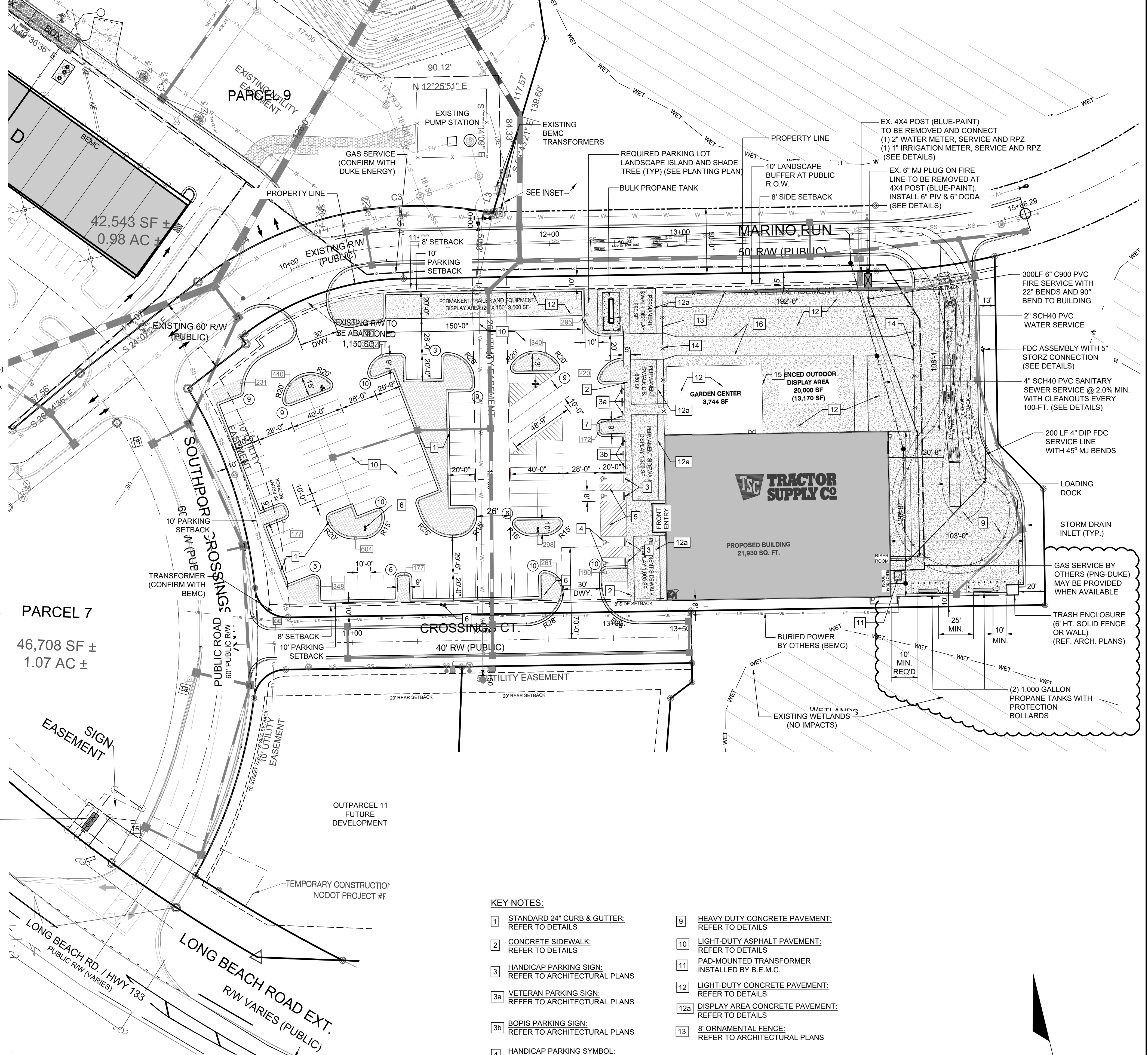
REAR OF BUILDING IS EXEMPT.

BUILDING: 127 LF X 21.4 HT. = 1,574.8 SF
GREENHOUSE CANOPY: 90 LF X 21.4 = 1,926 SF
REQUIRED PLANTING: 3,500.8 X 12% = 280 SF
PLANTING PROVIDED: 888 SF

FENCE NOTES

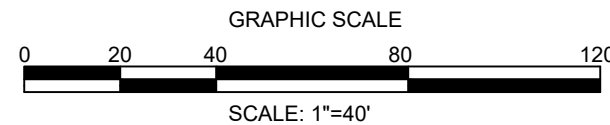
- 8" HIGH ORNAMENTAL ALUMINUM FENCING,
(RESEMBLING "WROUGHT IRON") PROPOSED
AROUND PERMANENT OUTDOOR DISPLAY AREA
WHERE FACING PUBLIC RIGHT-OF-WAY (NO CHAIN
LINK WHERE FACING PUBLIC RIGHT OF WAY PER
UDO SEC. 3.10.B.6)
- NO FENCE EXCEEDING 4' HIGH SHALL BE
CONSTRUCTED WITHIN 15' TO ANY PUBLIC
RIGHT-OF-WAY STREET.

TSC SIGN TO BE LOCATED WITHIN
PROPOSED EASEMENT AND
EXISTING MONUMENT SIGN FOR
SHOPPING CENTER (DESIGNED
AND PERMITTED BY TSC VENDOR)



KEY NOTES:

- STANDARD 24" CURB & GUTTER:
REFER TO DETAILS
- CONCRETE SIDEWALK:
REFER TO DETAILS
- HANDICAP PARKING SIGN:
REFER TO ARCHITECTURAL PLANS
- 3a VETERAN PARKING SIGN:
REFER TO ARCHITECTURAL PLANS
- 3b BOPIS PARKING SIGN:
REFER TO ARCHITECTURAL PLANS
- HANDICAP PARKING SYMBOL:
REFER TO DETAILS
- HANDICAP ACCESS UNLOADING ZONE:
SLOPE 2% MAX. EACH WAY (ADA
COMPLIANT) AND STRIPE AS SHOWN.
- STREET LIGHT, TYP.:
REFER TO LIGHTING PLAN
- CONCRETE WHEELSTOP:
REFER TO DETAILS
- EMPTY
- HEAVY DUTY CONCRETE PAVEMENT:
REFER TO DETAILS
- LIGHT-DUTY ASPHALT PAVEMENT:
REFER TO DETAILS
- PAD-MOUNTED TRANSFORMER
INSTALLED BY B.E.M.C.
- LIGHT-DUTY CONCRETE PAVEMENT:
REFER TO DETAILS
- DISPLAY AREA CONCRETE PAVEMENT:
REFER TO DETAILS
- 8" ORNAMENTAL FENCE:
REFER TO ARCHITECTURAL PLANS
- 20' ROLLING CANTILEVERED GATE:
REFER TO ARCHITECTURAL PLANS
- 4" DOUBLE CHAIN-LINK MAN GATE:
REFER TO ARCHITECTURAL PLANS
- 4" YELLOW PAINTED STRIPE:
REFER TO T.S.C. STD. CRITERIA
PLANS 2020 FOR DETAILS



REVISIONS:

CLIENT INFORMATION:

PARAMOUNT ENGINEERING
122 Cinema Drive
Wilmington, North Carolina 28403
(910) 791-6707 (O) (910) 791-6700 (F)
NC License # C-2846

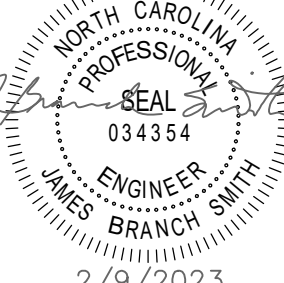
SITE & UTILITY PLAN

TRACTOR SUPPLY CO.
TBD SOUTHPORT CROSSING WAY
SOUTHPORT, NC 28461

PROJECT STATUS

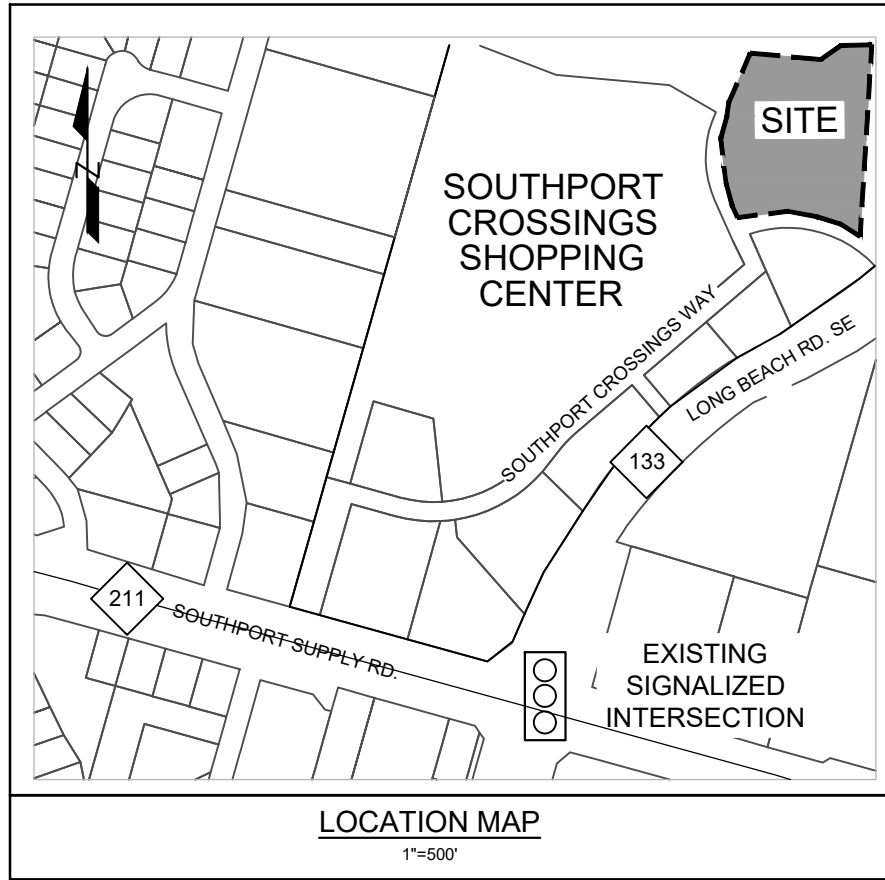
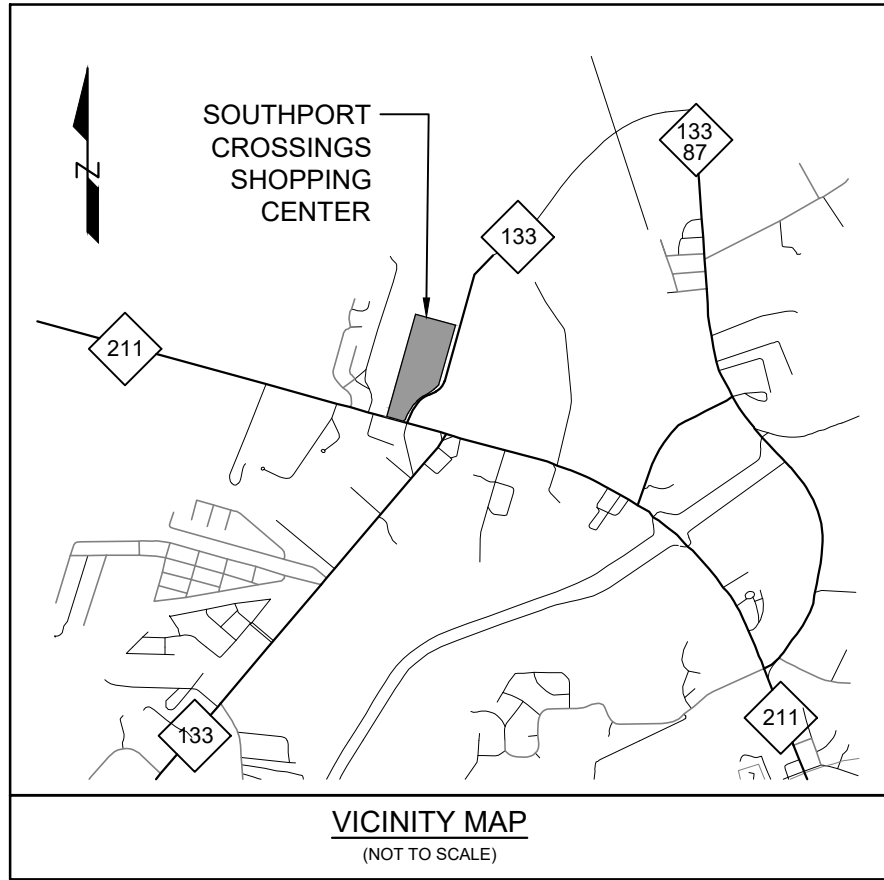
CONCEPTUAL LAYOUT:
FINAL DESIGN: 10/22/2022
RELEASED FOR CONSTRUCTION: 10/22/2022

SEAL



C-2.0

PEI JOB#: 21451.PE



SITE DATA
PROJECT NAME: TRACTOR SUPPLY COMPANY
SITE ADDRESS: TBD SOUTHPORT CROSSINGS WAY
SOUTHPORT, NC 28461
OWNER: MDI MANAGEMENT LLC
120 4TH STREET SW
HICKORY, NC 28602-2947
DEVELOPER: SOUTHPORT DEVELOPMENT GROUP, LLC.
120 MARKET SQUARE
PINEHURST, NC 28374
PARCEL ID: SOUTHPORT CROSSINGS PARCEL 10
(FUTURE PARCEL - NOT YET RECORDED)
PARCEL NUMBER: TBD
PROPOSED PARCEL AREA: +/- 153,114.92 SF (3.51 ACRES)
ZONING: HC (HIGHWAY COMMERCIAL)
JURISDICTION: SOUTHPORT
PROPOSED USE: RETAIL, INCLUDING: BUILDING MATERIAL,
HARDWARE, LAWN OR GARDEN STORE,
FEED, SEED, CLOTHING, AND FERTILIZER SALES, 4.
FARM MACHINERY SALES

STREET YARD LANDSCAPING
REQUIRED ADJACENT TO PUBLIC R.O.W.
STREET YARD WIDTH: 10'

PLANTING REQUIREMENTS:
(1) CANOPY TREE PER EVERY 50 LF
(1) UNDERSTORY TREE PER EVERY 20 LF
(20) SHRUBS PER EVERY 100 LF

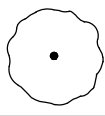
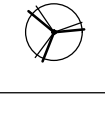
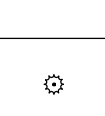
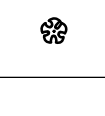
	STREET YARD LENGTH (BY SIDE)	PLANTING PROVIDED (BY LENGTH)
NORTH / 50' R.O.W.	645' - 80' DWY = 565 LF	12 CANOPY TREES 29 UNDERSTORY TREES 113 SHRUBS
WEST / 60' R.O.W.	180 LF	4 CANOPY TREES 9 UNDERSTORY TREES 36 SHRUBS
SOUTH / 40' R.O.W.	308' - 30' DWY = 278 LF	6 CANOPY TREES 14 UNDERSTORY TREES 56 SHRUBS

FOUNDATION LANDSCAPING
FOR ALL PORTIONS OF BUILDINGS THAT ARE ADJACENT TO PARKING FACILITIES OR
INTERNAL DRIVE AISLES, FOUNDATION PLANTINGS ARE REQUIRED.

WEST SIDE (FRONT): 27 LF X 34' / 12 = 76.5 SF REQUIRED
153 LF X 24' / 12 = 306 SF REQUIRED
58 LF X 8' / 12 = 38 SF REQUIRED
421.5 TOTAL SF REQUIRED
888 SF PROVIDED

WEST SIDE:
EAST SIDE (REAR):
SOUTH SIDE:

NO PARKING OR DRIVE AISLE
EXEMPT (LOADING ZONE / NO PARKING)
NO PARKING OR DRIVE AISLE

PLANT SCHEDULE PLOT VIEW			
CANOPY TREES	QTY	BOTANICAL / COMMON NAME	SIZE
	58	QUERCUS VIRGINIANA SOUTHERN LIVE OAK	3" DBH / 8'-10" H.
UNDERSTORY TREES	QTY	BOTANICAL / COMMON NAME	SIZE
	18	CERCIS CANADENSIS 'FOREST PANSY' FOREST PANSY REDBUD	2" DBH / 10' MIN.
	17	MAGNOLIA G. 'LITTLE GEM' DWARF SOUTHERN MAGNOLIA	3" CAL - 8'-10" H
	24	SABAL PALMETTO PALMETTO PALM	10' H
SHRUBS	QTY	BOTANICAL / COMMON NAME	CONTAINER
	284	ILEX VOMITORIA 'NANA' DWARF YAUPON	18" HT. MIN. AT INSTALL / 24" MIN. AT MATURITY
	12	MYRICA CERIFERA WAX MYRTLE	5' MIN.
ORNAMENTAL GRASSES	QTY	BOTANICAL / COMMON NAME	CONTAINER
	235	MUHLENBERGIA RIGENS DEER GRASS	18" HT. MIN. AT INSTALL / 24" MIN. AT MATURITY
	16	PANICUM VIRGATUM 'NORTH WIND' NORTHWIND SWITCH GRASS	18" HT. MIN. AT INSTALL / 24" MIN. AT MATURITY

HC DIMENSION REQUIREMENTS
FRONT SETBACK: 25'
SIDE SETBACK: 8'
REAR SETBACK: 20'
MAXIMUM HEIGHT: 40'

WETLAND NOTE:
THIS TRACT DOES NOT HAVE ANY REGULATED
WETLANDS OR STREAMS ON THE LAND AT THE CURRENT TIME.

SITE SIGNAGE
ALL SIGNAGE SHOWN ON PLAN TO BE PERMITTED BY OTHERS.

SITE LIGHTING
SEE LIGHTING PLAN (BY OTHERS)

LANDSCAPE NOTES:
1. LANDSCAPE AND IRRIGATION DESIGN PLANS ARE
REQUIRED ON ALL PROJECTS.
2. WHERE LANDSCAPING IS NOT REQUIRED,
CONTRACTOR SHALL PROVIDE SITE FINE GRADED W/
HYDRO SEEDING OR SOD IN ALL DISTURBED AREAS
OUTSIDE OF PARKING FIELD.
3. ALL MULCHED AREAS TO RECEIVE WEED BARRIER.
WHERE SEEDING WARRANTY DOES NOT PERMIT
HYDRO SEED ALONE, PROVIDE STRAW AND
BIODEGRADABLE NETTING OVER HYDRO SEED.
TSC TO APPROVE LANDSCAPE CONCEPT PRIOR TO
SUBMISSION TO CITY/TOWNSHIP.
4. ALL LANDSCAPE BEDS TO HAVE CUT EDGE OR
COMMERCIAL EDGING MATERIAL INSTALLED FULLY
SEPARATING THE MULCH BED FROM ADJACENT LAWN
AREA.
5. ANY TREES OVER 2" CALIPER MUST BE STAKED AND
TIED.

SIGHT DISTANCE TRIANGLE NOTES
ALL PROPOSED VEGETATION WITHIN SIGHT
DISTANCE TRIANGLES SHALL NOT INTERFERE WITH
CLEAR VISUAL SIGHT LINES PER NCDOT STANDARDS
SEE SHEET C-2.0 FOR ADDITIONAL INFORMATION

UNDERGROUND INFRASTRUCTURE NOTES
GENERAL LOCATIONS AND SIZES OF WATER,
SEWER, STORM DRAIN LINES, FIRE HYDRANTS AND
SEWER LINES ARE SHOWN ON THE PLAN

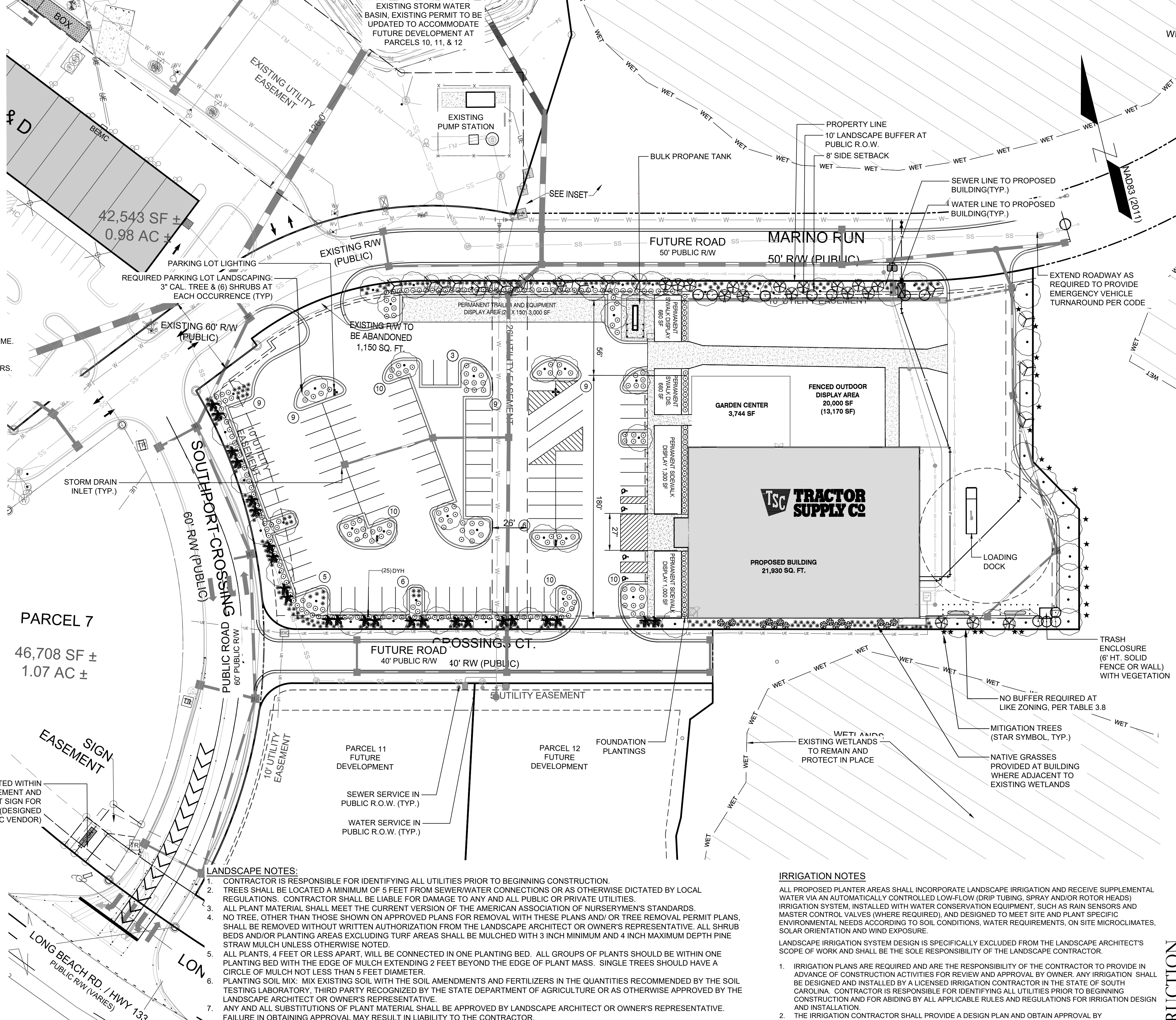
TSC SIGN TO BE LOCATED WITHIN
PROPOSED EASEMENT AND
EXISTING MONUMENT SIGN FOR
SHOPPING CENTER (DESIGNED
AND PERMITTED BY TSC VENDOR)

MAINTENANCE NOTES:

1. MAINTENANCE OF LANDSCAPING SHALL BE THE
RESPONSIBILITY OF THE PROPERTY OWNER. ALL AREAS
SHALL BE PROPERTY MAINTAINED TO ENSURE PROPER
FUNCTIONING, CAPACITY AND GROWTH.
2. LANDSCAPING SHALL BE CONTINUOUSLY MONITORED AND
MAINTAINED FOR THE LIFETIME OF THE USE TO ASSESS
THE NEED TO REMOVE DEAD, DYING OR DISEASED
VEGETATION, ALONG WITH DEBRIS OR LITTER WITHIN THE
REQUIRED AREAS AND ENSURE FENCING, BERMS OR
WALLS ARE IN GOOD CONDITION.

IRRIGATION CONTRACTOR NOTES:

1. IRRIGATION SYSTEMS TO BE PROVIDED BY CONTRACTOR
AS DESIGN / BUILD. PROVIDE MATERIAL & PRODUCT
SUBMITTALS FOR OWNER REVIEW AND APPROVAL PRIOR
TO INSTALLATION.
2. CONTRACTOR TO PROVIDE AS-BUILT DRAWINGS TO
OWNER UPON COMPLETION OF INSTALLATION.
3. THE INSTALLING CONTRACTOR MUST HOLD A CURRENT,
VALID NC IRRIGATION CONTRACTOR'S LICENSE.

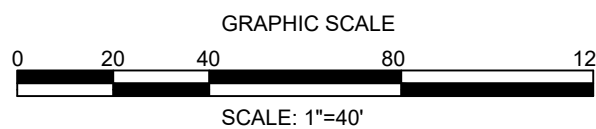


IRRIGATION NOTES

ALL PROPOSED PLANTER AREAS SHALL INCORPORATE LANDSCAPE IRRIGATION AND RECEIVE SUPPLEMENTAL
WATER VIA AN AUTOMATICALLY CONTROLLED LOW-FLOW (DRIP TUBING, SPRAY AND/OR ROTOR HEADS).
IRRIGATION SYSTEM, INSTALLED WITH WATER CONSERVATION EQUIPMENT, SUCH AS RAIN SENSORS AND
MASTER CONTROL VALVES (WHERE REQUIRED), AND DESIGNED TO MEET SITE AND PLANT SPECIFIC
ENVIRONMENTAL NEEDS ACCORDING TO SOIL CONDITIONS, WATER REQUIREMENTS, ON SITE MICROCLIMATES,
SOLAR ORIENTATION AND WIND EXPOSURE.

LANDSCAPE IRRIGATION SYSTEM DESIGN IS SPECIFICALLY EXCLUDED FROM THE LANDSCAPE ARCHITECT'S
SCOPE OF WORK AND SHALL BE THE SOLE RESPONSIBILITY OF THE LANDSCAPE CONTRACTOR.

1. IRRIGATION PLANS ARE REQUIRED AND ARE THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE IN
ADVANCE OF CONSTRUCTION ACTIVITIES FOR REVIEW AND APPROVAL BY OWNER. ANY IRRIGATION SHALL
BE DESIGNED AND INSTALLED BY A LICENSED IRRIGATION CONTRACTOR IN THE STATE OF SOUTH
CAROLINA. CONTRACTOR IS RESPONSIBLE FOR IDENTIFYING ALL UTILITIES PRIOR TO BEGINNING
CONSTRUCTION AND FOR ABIDING BY ALL APPLICABLE RULES AND REGULATIONS FOR IRRIGATION DESIGN
AND INSTALLATION.
2. THE IRRIGATION CONTRACTOR SHALL PROVIDE A DESIGN PLAN AND OBTAIN APPROVAL BY
OWNER/OWNER'S REPRESENTATIVE PRIOR TO ORDERING OR INSTALLING MATERIALS.
3. THE IRRIGATION CONTRACTOR SHALL PROVIDE A TWO WIRE, AUTOMATED IRRIGATION SYSTEM SUITABLE TO
WATER ALL PROPOSED PLANTING OR SEEDING / LAWN AREAS, INCLUDING BUT NOT LIMITED TO: STREET
YARD, PERIMETER BUFFERS, FOUNDATION PLANTINGS AND PARKING LOT AREA PLANTING.
4. SEE UTILITY PLANS FOR LOCATION OF IRRIGATION METER AND POINT-OF-CONNECTION.
5. CONTRACTOR SHALL COORDINATE WITH OWNER'S REPRESENTATIVE FOR LOCATION OF IRRIGATION
CONTROLLER & ELECTRICAL SUPPLY FROM BUILDING.
6. ALL LANDSCAPED AREAS OF THE PROPERTY SHALL BE IRRIGATED AND CONTROLLED BY A
PROGRAMMABLE IRRIGATION CONTROL DEVICE.
7. THE IRRIGATION SYSTEM SHALL BE DESIGNED AND ADJUSTED TO PROVIDE UNIFORM COVERAGE
THROUGHOUT ALL PLANTED AREAS AND SHALL PREVENT RUNOFF.
8. THE IRRIGATION SYSTEM SHALL BE DESIGNED TO PREVENT OVER SPRAY ONTO WALKS, WALLS, FENCES,
PATIOS, STREETS OR ADJACENT PROPERTIES.
9. ALL PIPING AND WIRES BENEATH PAVING SHALL BE SLEEVED.
9. ALL HARD-PIPED SYSTEMS SHALL BE PROVIDED BELOW GRADE AS REQUIRED BY CODE. 'ON-GRADE'
SYSTEMS ARE NOT ALLOWED.
7. WHERE USED, IRRIGATION HEADS SHALL BE INSTALLED A MINIMUM OF 3' FROM EDGE OF CURBS.



REVISIONS:

CLIENT INFORMATION:

PARAMOUNT ENGINEERING
122 Cinema Drive
Wilmington, North Carolina 28403
(910) 791-6707 (O) (910) 791-6760 (F)
NC License # C-2846

LANDSCAPE PLAN
TRACTOR SUPPLY CO.
TBD SOUTHPORT CROSSING WAY
SOUTHPORT, NC 28461

PROJECT STATUS

10/22
CONCEPT LAYOUT:
10/22
FINAL DESIGN:
10/22
RELEASED FOR CONSTRUCTION

DRAWING INFORMATION

DATE: 10/17/22
SCALE: 1"=40'
DRAWN: JAMES BRANCH
CHECKED: JAMES BRANCH

PEI JOB#: 21451.PE

RELEASED FOR CONSTRUCTION



L-2.0



PLANNING BOARD

MEMORANDUM

To: Chair Hodgins, Members of the Planning Board
From: Thomas Lloyd, City Planner
Re: Major Site Plan, Tractor Supply, Submitted by Paramounte Engineering on Behalf of MDI Management, LLC
Date: June 9, 2022

BACKGROUND

The attached Major Site Plan application is for the upcoming outparcel ten at the Southport Crossings Shopping Center within the City's satellite corporate limits. The property is located on Southport Crossings Way and will have two entrances, one off a 50' Public ROW and another off of a 40' Public ROW. The proposed site shows a 21,930-SF proposed building, 20,000-SF fenced outdoor display area, a 6,620-SF sidewalk outdoor display, and a 3,744-SF Garden Center. Also of note, the site plan shows an 8 ft high ornamental aluminum fence around the permanent outdoor display area. It is important to note that there may be no chain-link fencing where facing the Public Right of Way.

This use would qualify as a Building Material Dealer; Hardware, Lawn, or Garden Store. This type of use requires one (1) space per 500 square feet of floor area for parking. The outdoor display area would be included in the parking requirement. By this calculation, 91 parking spaces would be required for 45,441 sf. The parking plan shows 92 spaces. 4 accessible parking spaces are needed, and 4 are shown on the plan. The site shows 120,927 sf of impervious area. 78.9% of the site will be impervious.

In terms of the tree removal plan, there are a total of 22 trees that will be removed. These consist of 2 Live Oak and 20 Pine trees. No specimen trees will be removed. 309 inches in total are to be removed. They will be planting 309 inches of DBH back.

10-foot-wide street yards are required for new commercial development when it is adjacent to Public R.O.W. There will be street yards on three sides of this site. The north street yard will consist of 12 Live Oaks, 29 understory trees, and 113 shrubs. The west street yard will consist of 4 Live Oaks, 9 understory trees, and 36 shrubs. The south street yard will consist of 6 Live Oaks, 14 understory trees, and 56 shrubs. For Foundation plantings, 421.5 sf is required, but 888 sf is provided. Also attached is a lighting plan. None of the proposed lights exceed 3,000 degrees kelvin, per the ordinance requirements. If it is the will of the Planning Board, this may be assigned to a review committee.

REVIEW COMMITTEE REPORT

The Review Committee met on May 31st at 4:30 pm. Present were Will Hewett and Chris Jones. Also present were staff and the applicant's project manager Mike Nichols from Paramounte Engineering. The review committee discussed the plan in detail. The committee asked if there was any way that the Trailer and Equipment area could be moved to the other side of the parking lot. They thought that that might be a better location from an aesthetic standpoint, being further away from the main 60' Public R/W entrance. The developer was amenable and made those changes in the updated plan. The committee also asked if additional landscaping could be added to the rear perimeter of the site where it faces wetlands. The thinking being that an additional buffer would be helpful in that sensitive area. The developer was amenable to those changes and also removed some lighting in that area that spilled over into the wetlands. Having no other concerns, it was the consensus of the review committee to approve the plans.



Major Site Plan

City of Southport, North Carolina

1029 N. Howe St, Southport NC 28461

www.southportnc.org

Planning & Inspections

Phone 910-457-7961 Fax 910-457-7957

For Staff Use Only

PERMIT No. _____ **FEE: \$** _____ **Date Received:** _____

Applicant's Name: Mike Nichols, Paramounte Engineering, Inc.

Mailing Address: 122 Cinema Dr. **City:** Wilmington

State: NC **Zip Code:** 28403 **Phone:** 910-791-6707

Email: mnichols@paramounte-eng.com

Location of the property: Lot 10 - Southport Crossings Shopping Center

Parcel No.: (Not Yet Available, T.B.D.) **Overall Acreage:** 3.51 **Number of lots:** 1

Property Owner's Name: MDI Management, LLC **Contact:** Rick Rowe, Wakefield Associates, Inc.

Address of Owner: 120 4th Street SW **Phone:** 919-789-9707

City: Hickory **State:** NC **Zip Code:** 28602

Email: (Rick Rowe) rrowe@wakefieldassociates.net

Surveyor: Josh Taylor, PLS / Paramounte Engineering, Inc. **License #:** L-5217

Mailing Address: 122 Cinema Dr. **City:** Wilmington

State: NC **Zip Code:** 28403

Phone: 910-791-6707 **Email:** jtaylor@paramounte-eng.com

Major Site Plan Definition

Per Section 2.7.B of the UDO, Purpose. A major site plan is intended for more intense development proposals requiring greater discretion of the city.

The following development types must submit a major site plan as specified in this ordinance:

- a) Residential development of four (4) or more dwelling units on a lot.
- b) Nonresidential development whereby 10,000 square feet or more of impervious surfaces are proposed.
- c) All other development not subject to minor site plan approval.

Pre-Application Meetings: Applicants may request a pre-application meeting with the UDO Administrator prior to submission of an application to discuss procedural and substantive matters related to the proposed application.

Required Application Materials for Submittal:

- One (1) digital copy and 12 hard copies of the major site plan shall be submitted with all such applications.
- The major site plan shall be prepared by and sealed by a licensed land surveyor, landscape architect, or engineer registered to practice in the state of North

Major site plans shall include all required information as provided in Appendix A: Submission Requirements of the UDO.



Signature (Owner or Authorized Applicant)



Date

APPROVED BY:

UDO Administrator

Date

TRACTOR SUPPLY CO.
LOT 10 - SOUTHPORT CROSSINGS SHOPPING CENTER
SOUTHPORT, NORTH CAROLINA

PRELIMINARY DESIGN DOCUMENTS
JUNE 2022

FOR:
SOUTHPORT DEVELOPMENT GROUP, LLC
155 WEST NEW YORK AVE. #200
SOUTHERN PINES, NC 28387



SHEET INDEX	
SHEET NUMBER	SHEET TITLE
C-0.0	COVER SHEET
C-2.0	SITE PLAN
L-1.0	TREE PLAN
L-2.0	LANDSCAPING PLAN
SHT. 1 OF 1	LIGHTING PLAN

NOTICE REQUIRED

ALL EXISTING UNDERGROUND UTILITIES SHALL BE PHYSICALLY LOCATED PRIOR TO THE BEGINNING OF ANY CONSTRUCTION IN THE VICINITY OF SAID UTILITIES.

CONTRACTORS SHALL NOTIFY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATION AT LEAST TWO WORKING DAYS, BUT NOT MORE THAN TEN WORKING DAYS PRIOR TO COMMENCEMENT OF EXCAVATION OR DEMOLITION.

CONTRACTORS SHALL CONTACT OVERHEAD ELECTRIC PROVIDER TO COMPLY WITH FEDERAL OSHA 1910.333 MINIMUM APPROACH DISTANCE TO ENERGIZED POWERLINES AND OSH 29 CFR 1926.1407-1411 MUST BE FOLLOWED.

DEVELOPER:

SOUTHPORT DEVELOPMENT GROUP, LLC
155 WEST NEW YORK AVENUE, SUITE 200
SOUTHERN PINES, NC 28387
ATTN: RALPH J. RONALTER, JR.
(910) 528-6781
GAVIN MELIA
(910) 724-6720

CIVIL ENGINEER, LANDSCAPE ARCHITECT

& LAND SURVEYOR:

PARAMOUNTE ENGINEERING, INC.
122 CINEMA DRIVE
WILMINGTON, NORTH CAROLINA 28403
PHONE: (910) 791-6707
ATTN: J. BRANCH SMITH, PE - CIVIL ENGINEER
ATTN: MIKE NICHOLS, RLA, SITE DESIGNER/LANDSCAPE ARCHITECT
ATTN: JOSH TAYLOR, PLS - LAND SURVEYOR

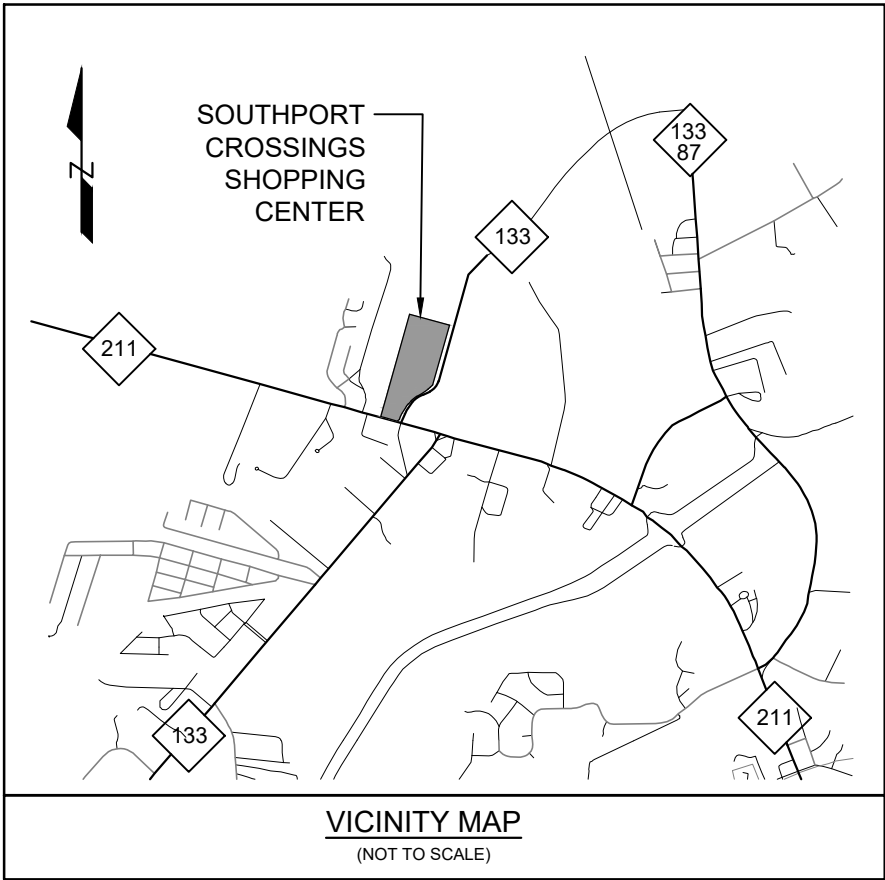
PARAMOUNTE
ENGINEERING, INC.

122 Cinema Drive
Wilmington, North Carolina 28403
(910) 791-6707 (O) (910) 791-6760 (F)
NC License #: C-2846
PROJECT # 21451.PE

PRELIMINARY DESIGN - NOT RELEASED FOR CONSTRUCTION



Know what's below.
Call before you dig.



SITE DATA
PROJECT NAME: TRACTOR SUPPLY COMPANY
SITE ADDRESS: TBD SOUTHPORT CROSSINGS WAY
SOUTHPORT, NC 28461
OWNER: MDI MANAGEMENT LLC
120 4TH STREET SW
HICKORY, NC 28602-2947
DEVELOPER: SOUTHPORT DEVELOPMENT GROUP, LLC.
155 W. NEW YORK AVE., STE. 200
SOUTHERN PINES, NC 28384
PARCEL ID: SOUTHPORT CROSSINGS PARCEL 10
(FUTURE PARCEL - NOT YET RECORDED)
PARCEL NUMBER: TBD
PROPOSED PARCEL AREA: +/- 153,114.92 SF (3.51 ACRES)
ZONING: HC (HIGHWAY COMMERCIAL)
JURISDICTION: SOUTHPORT
PROPOSED USE: RETAIL, INCLUDING: BUILDING MATERIAL,
HARDWARE, LAWN OR GARDEN STORE,
FEED, SEED, AND FERTILIZER SALES, FARM
MACHINERY SALES
FLOOD INFORMATION: THIS PARCEL IS LOCATED IN
FLOOD ZONE X, WHICH IS NOT A SPECIAL
FLOOD HAZARD AREA AS DETERMINED
BY FEMA FLOOD PANEL 2087, MAP NUMBER
3720208700K, DATED 8/28/2018

REQUIRED PARKING
BUILDING: 21,907 SF
GARDEN CENTER: 3,744 SF
FENCED OUTDOOR DISPLAY: 13,170 SF
SIDEWALK OUTDOOR DISPLAY: 6,620 SF
TOTAL SF TO BE PARKED 45,441 SF

PARKING RATIO PER TABLE 3.4:
(1) SPACE PER 500 SF OF FLOOR AREA (DISPLAY AREA INCLUDED)
REQUIRED PARKING (1:500) 90.8 (91 SPACES)
PARKING SPACES PROVIDED: 92 SPACES

REQUIRED HANDICAP PARKING: 4 SPACES
HANDICAP PARKING PROVIDED: 4 SPACES

IMPERVIOUS CALCULATIONS:

BUILDING FOOTPRINT	21,930 SF
PARKING LOT & VEHICULAR AREAS*	72,400 SF
CONCRETE PAVING (PEDESTRIAN / DISPLAY AREAS)	26,700 SF
FUTURE/ADDITIONAL AREAS	5,000 SF
TOTAL IMPERVIOUS LOT 12 IMPROVEMENTS	126,030 SF
PERCENT OF PROPOSED IMPERVIOUS	(82.3%)

*INCLUDES SERVICE & LOADING AREAS AT REAR OF STORE

WETLAND NOTE:
THIS TRACT DOES NOT HAVE ANY REGULATED
WETLANDS OR STREAMS ON THE LAND AT THE CURRENT TIME.

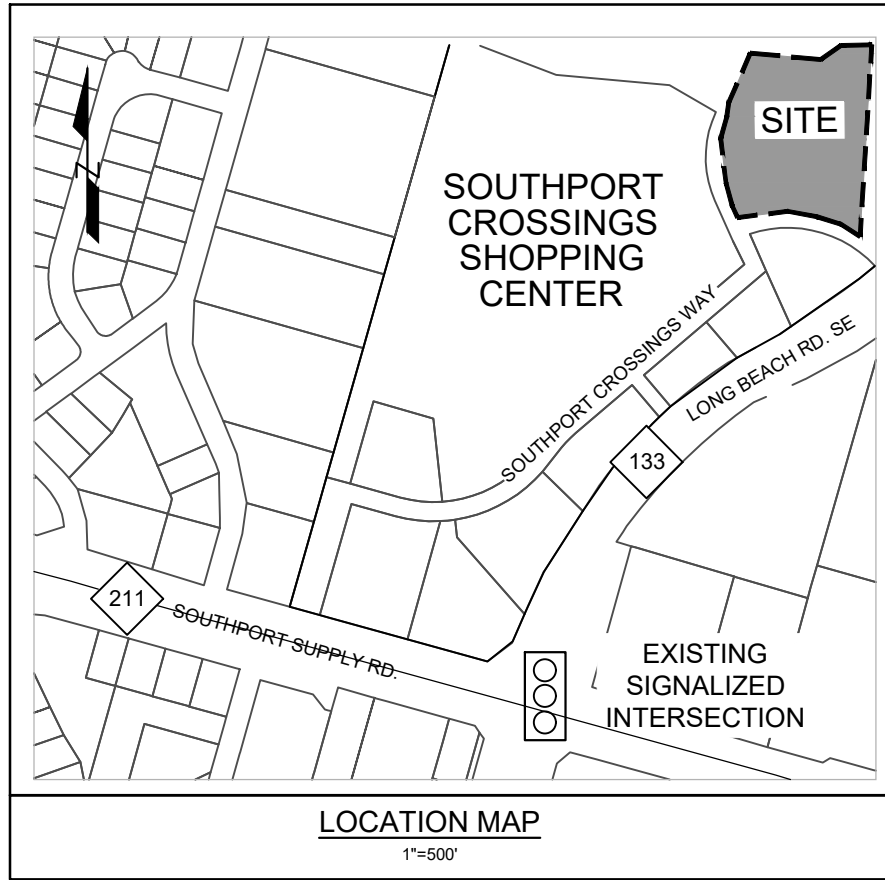
SITE SIGNAGE
ALL SIGNAGE SHOWN ON PLAN TO BE PERMITTED BY OTHERS.

SITE LIGHTING
SEE LIGHTING PLAN (BY OTHERS)

REQUIRED YARD CALCULATIONS:
STREET YARD
10' WIDE STREET YARD REQUIRED ADJACENT TO PUBLIC R.O.W.,
RESERVED FOR PLANTING - SEE LANDSCAPE PLAN FOR CALCULATIONS

FOUNDATION PLANTING
SEE LANDSCAPE PLAN FOR CALCULATIONS

BUFFER YARD
WHERE THERE ARE COMPETING OR CONFLICTING LAND USES AND/OR
DIFFERENCES IN THE INTENSITY OF LAND USES, BUFFER YARDS SHALL
BE REQUIRED. PER TABLE 3.8 BUFFER YARD WIDTH, APPLICANT ZONING
DISTRICT OF HC ADJACENT TO OTHER HC ZONING DISTRICT REQUIRES
ZERO (0) FEET BUFFER YARD (SEE ARTICLE 3.17-I, PG. 3-104)



HC DIMENSION REQUIREMENTS
FRONT SETBACK: 25'
SIDE SETBACK: 8'
REAR SETBACK: 20'
MAXIMUM HEIGHT: 40'

PARKING FACILITIES LANDSCAPING

PARKING FACILITIES LANDSCAPING
(8% REQUIRED)
PARKING LOT = 54,490 SF*
LANDSCAPE AREA REQUIRED = 4,359 SF
LANDSCAPE AREA PROVIDED = 7,856 SF (14.4%)

*DOES NOT INCLUDE LOADING / SERVICE AREA
AT REAR OF STORE AND OUTDOOR DISPLAY
AREAS ON SITE
SF OF PLANTER AREA IN PARKING
FACILITY (SEE PLAN FOR LOCATIONS)

LANDSCAPE PENINSULAS (OR
ISLANDS) SHALL BE AT ENDS OF ALL
PARKING ROWS AND NO MORE THAN
10 PARKING SPACES APART
MINIMUM INTERIOR WIDTH OF
PLANTER ISLANDS SHALL BE 8', AS
MEASURED FROM BACK OF CURB TO
BACK OF CURB. ISLANDS SHALL
CONTAIN A LEAST 100 SF PLANTER
AREA AND INCLUDE (1) CANOPY TREE
AND (6) SHRUBS.

FOUNDATION PLANTING

12% OF THE BUILDING FACE SF AT PARKING
OR INTERNAL DRIVE SHALL BE PROVIDED AS
FOUNDATION PLANTINGS.

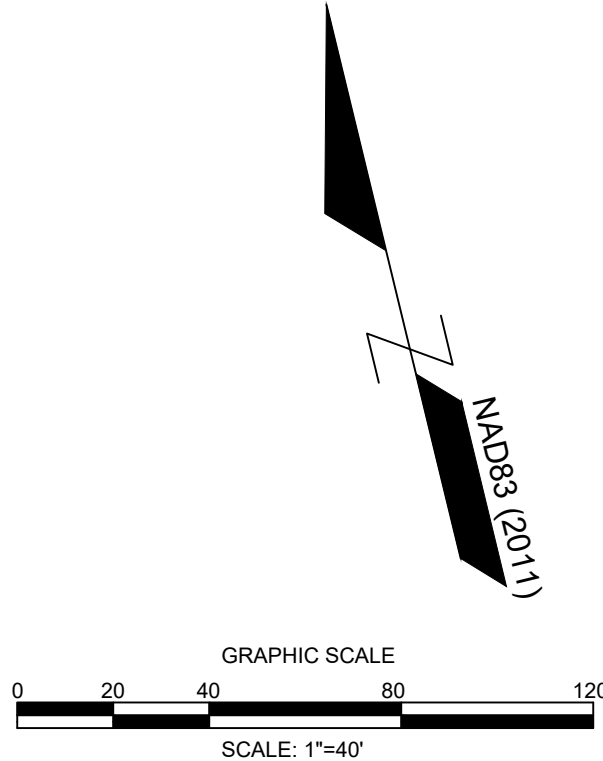
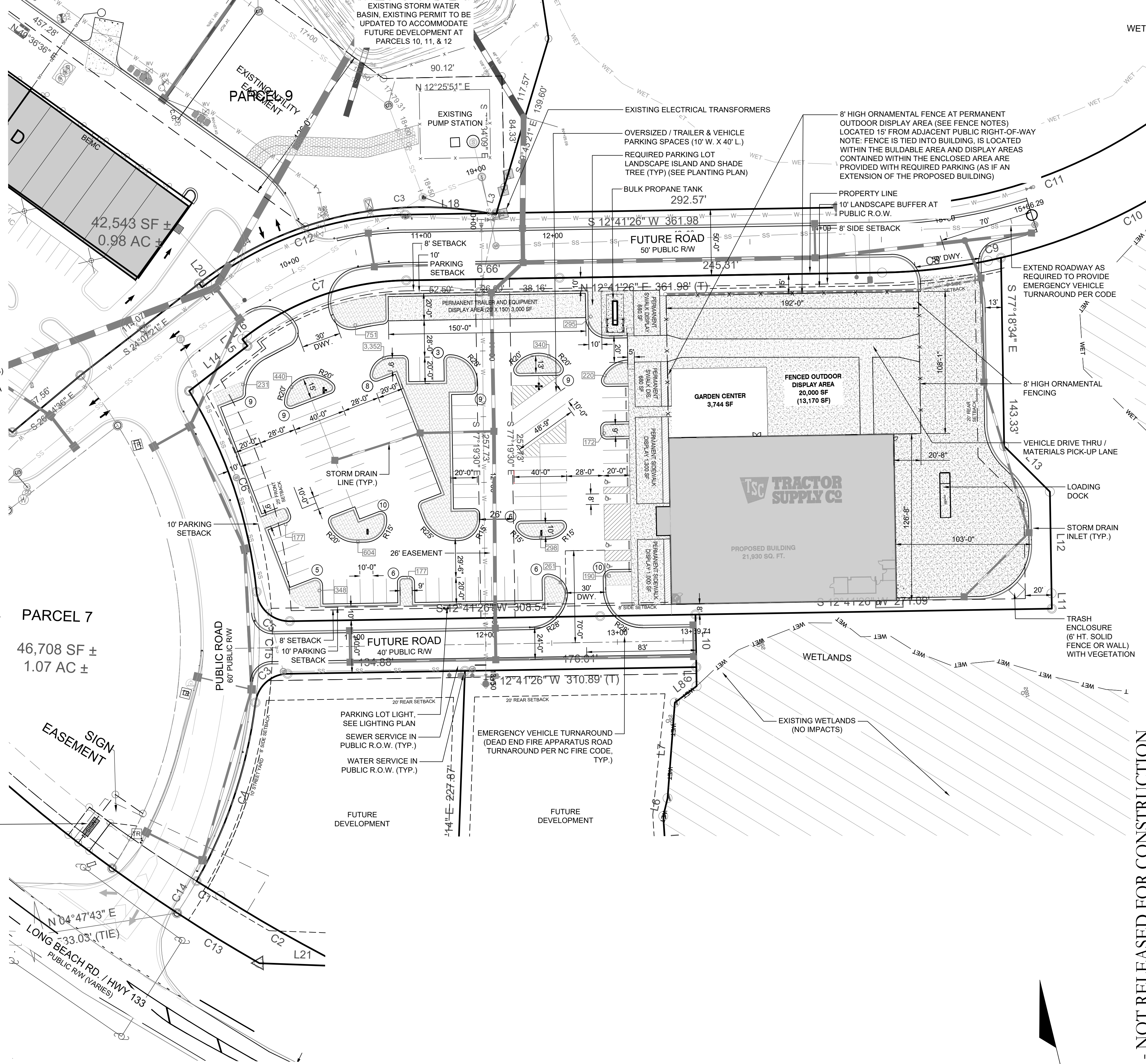
REAR OF BUILDING IS EXEMPT.

BUILDING: 127 LF X 21.4 HT. = 1,574.8 SF
GREENHOUSE CANOPY: 90 LF X 21.4 = 1,926 SF
REQUIRED PLANTING: 3,500.8 X 12% = 280 SF
PLANTING PROVIDED: 888 SF

FENCE NOTES

- 8' HIGH ORNAMENTAL ALUMINUM FENCING,
(RESEMBLING "WROUGHT IRON") PROPOSED
AROUND PERMANENT OUTDOOR DISPLAY AREA
WHERE FACING PUBLIC RIGHT-OF-WAY (NO CHAIN
LINK WHERE FACING PUBLIC RIGHT OF WAY PER
UDO SEC. 3.10.B.6)
- NO FENCE EXCEEDING 4' HIGH SHALL BE
CONSTRUCTED WITHIN 15' TO ANY PUBLIC
RIGHT-OF-WAY STREET.

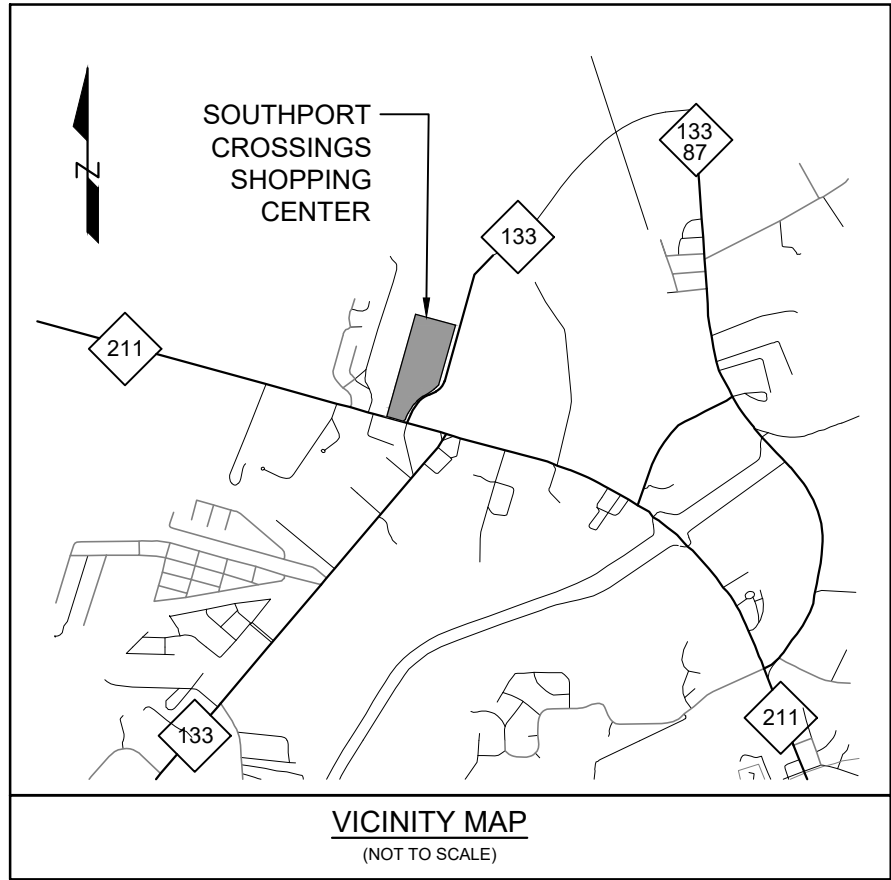
TSC SIGN TO BE LOCATED WITHIN
PROPOSED EASEMENT AND
EXISTING MONUMENT SIGN FOR
SHOPPING CENTER (DESIGNED
AND PERMITTED BY TSC VENDOR)



FINAL DESIGN - NOT RELEASED FOR CONSTRUCTION

PROJECT STATUS CONCEPTUAL LAYOUT: FINAL DESIGN: RELEASED FOR CONSTRUCTION: DATE: SCALE: DRAWN: CHECKED:	DRAWING INFORMATION 03/17/2022 1"=40' JES JES	SEAL NORTH CAROLINA PROFESSIONAL ENGINEER JAMES BRANCH SM 034354 6/2/22	SITE PLAN TRACTOR SUPPLY CO. TBD SOUTHPORT CROSSING WAY SOUTHPORT, NC 28461	CLIENT INFORMATION: SOUTHPORT DEVELOPMENT GROUP, LLC. 155 W. NEW YORK AVE., SUITE 200 SOUTHERN PINES, NC 28387 122 Cinema Drive Wilmington, North Carolina 28403 (910) 791-6707 (O) (910) 791-6700 (F) NC License # C-2846	REVISIONS: PLANNING BOARD REVISIONS 6/16/22

C-2.0
PEI JOB#: 21451.PE



SITE DATA
PROJECT NAME: TRACTOR SUPPLY COMPANY
SITE ADDRESS: TBD SOUTHPORT CROSSINGS WAY SOUTHPORT, NC 28461
OWNER: MDI MANAGEMENT LLC 120 4TH STREET SW HICKORY, NC 28602-2947
DEVELOPER: SOUTHPORT DEVELOPMENT GROUP, LLC. 155 W. NEW YORK AVE., STE. 200 SOUTHERN PINES, NC 28384
PARCEL ID: SOUTHPORT CROSSINGS PARCEL 12 (FUTURE PARCEL - NOT YET RECORDED)
PARCEL NUMBER: TBD
PROPOSED PARCEL AREA: +/- 153,114.92 SF (3.51 ACRES)
ZONING: HC (HIGHWAY COMMERCIAL)
JURISDICTION: SOUTHPORT
PROPOSED USE: RETAIL, INCLUDING: BUILDING MATERIAL, HARDWARE, LAWN OR GARDEN STORE, FEED, SEED, AND FERTILIZER SALES, FARM MACHINERY SALES

STREET YARD LANDSCAPING
REQUIRED ADJACENT TO PUBLIC R.O.W.
STREET YARD WIDTH: 10'

	STREET YARD LENGTH (BY SIDE)	PLANTING PROVIDED (BY LENGTH)
NORTH / 50' R.O.W.	645' - 80' DWY = 565 LF	12 CANOPY TREES 29 UNDERSTORY TREES 113 SHRUBS
WEST / 60' R.O.W.	180 LF	4 CANOPY TREES 9 UNDERSTORY TREES 36 SHRUBS
SOUTH / 40' R.O.W.	308' - 30' DWY = 278 LF	6 CANOPY TREES 14 UNDERSTORY TREES 56 SHRUBS

FOUNDATION LANDSCAPING
FOR ALL PORTIONS OF BUILDINGS THAT ARE ADJACENT TO PARKING FACILITIES OR INTERNAL DRIVE AISLES, FOUNDATION PLANTINGS ARE REQUIRED.

WEST SIDE (FRONT):	27 LF X 34' / 12' = 76.5 SF REQUIRED 153 LF X 24' / 12' = 306 SF REQUIRED 58 LF X 8' / 12' = 39 SF REQUIRED 421.5 TOTAL SF REQUIRED 888 SF PROVIDED
WEST SIDE:	NO PARKING OR DRIVE AISLE
EAST SIDE (REAR):	EXEMPT (LOADING ZONE / NO PARKING)
SOUTH SIDE:	NO PARKING OR DRIVE AISLE

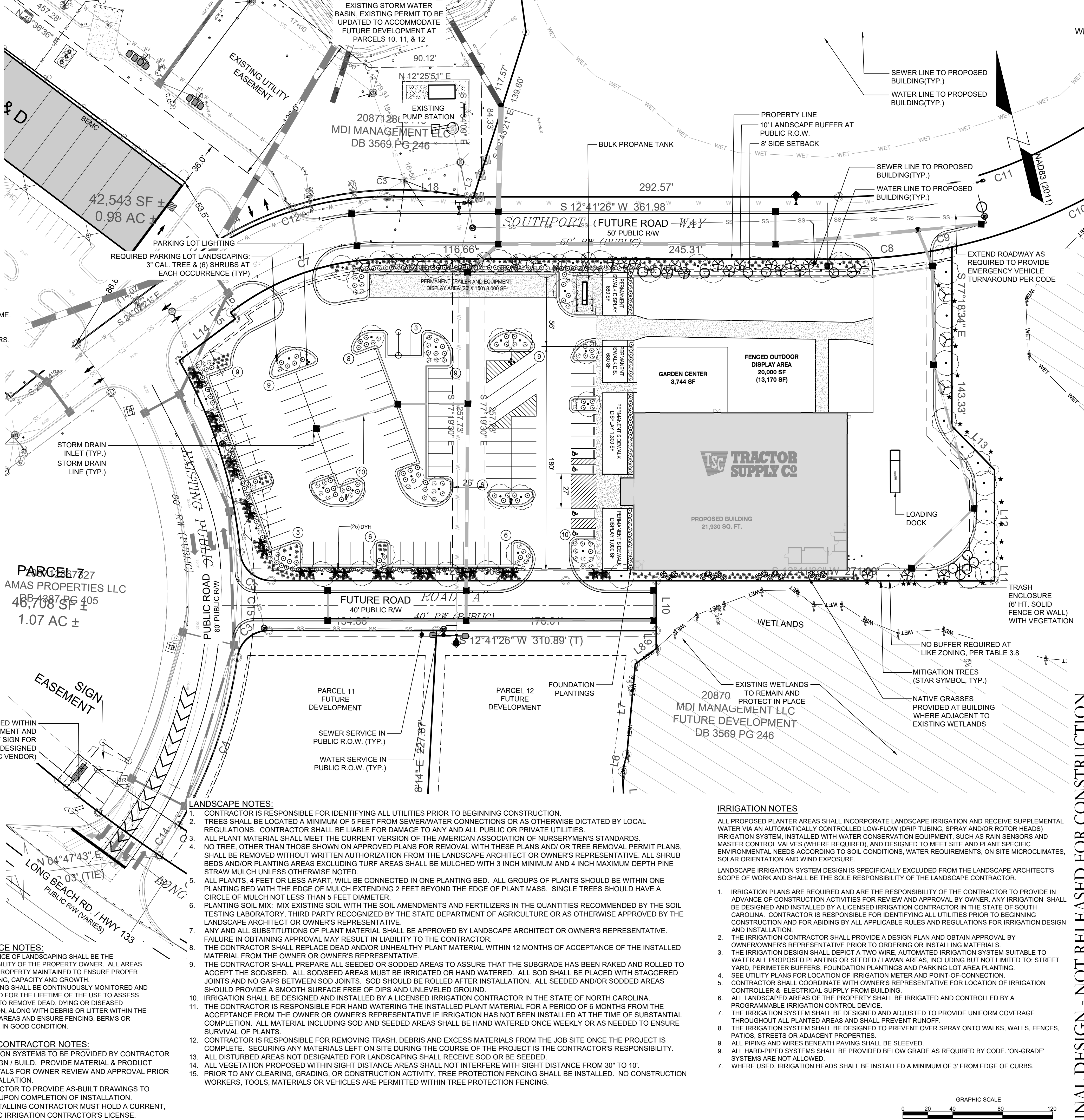
PLANT SCHEDULE PLOT VIEW			
CANOPY TREES	QTY	BOTANICAL / COMMON NAME	SIZE
	58	QUERCUS VIRGINIANA SOUTHERN LIVE OAK	3" DBH / 8'-10" H.
UNDERSTORY TREES	QTY	BOTANICAL / COMMON NAME	SIZE
	18	CERCIS CANADENSIS 'FOREST PANSY' FOREST PANSY REDBUD	2" DBH / 10' MIN.
	17	MAGNOLIA G. 'LITTLE GEM' DWARF SOUTHERN MAGNOLIA	3" CAL - 8'-10" H
	24	SABAL PALMETTO PALMETTO PALM BOOTTED AND WOOD BRACED MATCHING HEIGHTS, STRAIGHT TRUNKS	10' H
SHRUBS	QTY	BOTANICAL / COMMON NAME	CONTAINER
	284	ILEX VOMITORIA 'NANA' DWARF YAUPON	18" HT. MIN. AT INSTALL / 24" MIN. AT MATURITY
	12	MYRICA CERIFERA WAX MYRTLE	5' MIN.
ORNAMENTAL GRASSES	QTY	BOTANICAL / COMMON NAME	CONTAINER
	235	MUHLENBERGIA RIGENS DEER GRASS	18" HT. MIN. AT INSTALL / 24" MIN. AT MATURITY
	16	PANICUM VIRGATUM 'NORTH WIND' NORTHWIND SWITCH GRASS	18" HT. MIN. AT INSTALL / 24" MIN. AT MATURITY

HC DIMENSION REQUIREMENTS
FRONT SETBACK: 25'
SIDE SETBACK: 8'
REAR SETBACK: 20'
MAXIMUM HEIGHT: 40'
WETLAND NOTE:
THIS TRACT DOES NOT HAVE ANY REGULATED WETLANDS OR STREAMS ON THE LAND AT THE CURRENT TIME.
SITE SIGNAGE
ALL SIGNAGE SHOWN ON PLAN TO BE PERMITTED BY OTHERS.
SITE LIGHTING
SEE LIGHTING PLAN (BY OTHERS)
LANDSCAPE NOTES:
1. LANDSCAPE AND IRRIGATION DESIGN PLANS ARE REQUIRED ON ALL PROJECTS.
2. WHERE LANDSCAPING IS NOT REQUIRED, CONTRACTOR SHALL PROVIDE SITE FINE GRADED W/ HYDRO SEEDING OR SOD IN ALL DISTURBED AREAS OUTSIDE OF PARKING FIELD.
3. ALL MULCHED AREAS TO RECEIVE WEED BARRIER. WHERE SEEDING WARRANTY DOES NOT PERMIT HYDRO SEED ALONE, PROVIDE STRAW AND BIODEGRADABLE NETTING OVER HYDRO SEED.
4. TSC TO APPROVE LANDSCAPE CONCEPT PRIOR TO SUBMISSION TO CITY/TOWNSHIP.
5. ANY LANDSCAPE IN EXCESS OF 50 PLANTINGS TO RECEIVE IRRIGATION AS NEEDED REGARDLESS OF GEOGRAPHIC LOCATION.
6. IRRIGATION HEADS TO BE A MINIMUM OF 3' FROM EDGE OF CURB LINE.
7. ALL LANDSCAPE BEDS TO HAVE CUT EDGE OR COMMERCIAL EDGING MATERIAL INSTALLED FULLY SEPARATING THE MULCH BED FROM ADJACENT LAWN AREA.
8. ANY TREES OVER 2" CALIPER MUST BE STAKED AND TIED.

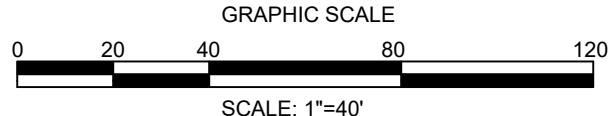
SIGHT DISTANCE TRIANGLE NOTES
ALL PROPOSED VEGETATION WITHIN SIGHT DISTANCE TRIANGLES SHALL NOT INTERFERE WITH CLEAR VISUAL SIGHT LINES PER NCDOT STANDARDS SEE SHEET C-2.0 FOR ADDITIONAL INFORMATION
UNDERGROUND INFRASTRUCTURE NOTES
GENERAL LOCATIONS AND SIZES OF WATER, SEWER, STORM DRAIN LINES, FIRE HYDRANTS AND SEWER LINES ARE SHOWN ON THE PLAN

TSC SIGN TO BE LOCATED WITHIN PROPOSED EASEMENT AND EXISTING MONUMENT SIGN FOR SHOPPING CENTER (DESIGNED AND PERMITTED BY TSC VENDOR)

MAINTENANCE NOTES:
1. MAINTENANCE OF LANDSCAPING SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNER. ALL AREAS SHALL BE PROPERTY MAINTAINED TO ENSURE PROPER FUNCTIONING, CAPACITY AND GROWTH.
2. LANDSCAPING SHALL BE CONTINUOUSLY MONITORED AND MAINTAINED FOR THE LIFETIME OF THE USE TO ASSESS THE NEED TO REMOVE DEAD, DYING OR DISEASED VEGETATION, ALONG WITH DEBRIS OR LITTER WITHIN THE REQUIRED AREAS AND ENSURE FENCING, BERMS OR WALLS ARE IN GOOD CONDITION.
IRRIGATION CONTRACTOR NOTES:
1. IRRIGATION SYSTEMS TO BE PROVIDED BY CONTRACTOR AS DESIGN / BUILD. PROVIDE MATERIAL & PRODUCT SUBMITTALS FOR OWNER REVIEW AND APPROVAL PRIOR TO INSTALLATION.
2. CONTRACTOR TO PROVIDE AS-BUILT DRAWINGS TO OWNER UPON COMPLETION OF INSTALLATION.
3. THE INSTALLING CONTRACTOR MUST HOLD A CURRENT, VALID NC IRRIGATION CONTRACTOR'S LICENSE.



IRRIGATION NOTES
ALL PROPOSED PLANTER AREAS SHALL INCORPORATE LANDSCAPE IRRIGATION AND RECEIVE SUPPLEMENTAL WATER VIA AN AUTOMATICALLY CONTROLLED LOW-FLOW (DRIP TUBING, SPRAY AND/OR ROTOR HEADS) IRRIGATION SYSTEM, INSTALLED WITH WATER CONSERVATION EQUIPMENT, SUCH AS RAIN SENSORS AND MASTER CONTROL VALVES (WHERE REQUIRED), AND DESIGNED TO MEET SITE AND PLANT SPECIFIC ENVIRONMENTAL NEEDS ACCORDING TO SOIL CONDITIONS, WATER REQUIREMENTS, ON SITE MICROCLIMATES, SOLAR ORIENTATION AND WIND EXPOSURE.
LANDSCAPE IRRIGATION SYSTEM DESIGN IS SPECIFICALLY EXCLUDED FROM THE LANDSCAPE ARCHITECT'S SCOPE OF WORK AND SHALL BE THE SOLE RESPONSIBILITY OF THE LANDSCAPE CONTRACTOR.
1. IRRIGATION PLANS ARE REQUIRED AND ARE THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE IN ADVANCE OF CONSTRUCTION ACTIVITIES FOR REVIEW AND APPROVAL BY OWNER. ANY IRRIGATION SHALL BE DESIGNED AND INSTALLED BY A LICENSED IRRIGATION CONTRACTOR IN THE STATE OF SOUTH CAROLINA. CONTRACTOR IS RESPONSIBLE FOR IDENTIFYING ALL UTILITIES PRIOR TO BEGINNING CONSTRUCTION AND FOR ABIDING BY ALL APPLICABLE RULES AND REGULATIONS FOR IRRIGATION DESIGN AND INSTALLATION.
2. THE IRRIGATION CONTRACTOR SHALL PROVIDE A DESIGN PLAN AND OBTAIN APPROVAL BY OWNER/OWNER'S REPRESENTATIVE PRIOR TO ORDERING OR INSTALLING MATERIALS.
3. THE IRRIGATION CONTRACTOR SHALL PROVIDE A TWO WIRE, AUTOMATED IRRIGATION SYSTEM SUITABLE TO WATER ALL PROPOSED PLANTING OR SEEDED / LAWN AREAS, INCLUDING BUT NOT LIMITED TO: STREET YARD, PERIMETER BUFFERS, FOUNDATION PLANTINGS AND PARKING LOT AREA PLANTING.
4. SEE UTILITY PLANS FOR LOCATION OF IRRIGATION METER AND POINT-OF-CONNECTION.
5. CONTRACTOR SHALL COORDINATE WITH OWNER'S REPRESENTATIVE FOR LOCATION OF IRRIGATION CONTROLLER & ELECTRICAL SUPPLY FROM BUILDING.
6. ALL LANDSCAPED AREAS OF THE PROPERTY SHALL BE IRRIGATED AND CONTROLLED BY A PROGRAMMABLE IRRIGATION CONTROL DEVICE.
7. THE IRRIGATION SYSTEM SHALL BE DESIGNED AND ADJUSTED TO PROVIDE UNIFORM COVERAGE THROUGHOUT ALL PLANTED AREAS AND SHALL PREVENT RUNOFF.
8. THE IRRIGATION SYSTEM SHALL BE DESIGNED TO PREVENT OVER SPRAY ONTO WALKS, WALLS, FENCES, PATIOS, STREETS OR ADJACENT PROPERTIES.
9. ALL PIPING AND WIRES BENEATH PAVING SHALL BE SLEEVED.
9. ALL HARD-PIPED SYSTEMS SHALL BE PROVIDED BELOW GRADE AS REQUIRED BY CODE. 'ON-GRADE' SYSTEMS ARE NOT ALLOWED.
7. WHERE USED, IRRIGATION HEADS SHALL BE INSTALLED A MINIMUM OF 3' FROM EDGE OF CURBS.



FINAL DESIGN - NOT RELEASED FOR CONSTRUCTION

REVISIONS:
PLANNING BOARD REVISIONS
6/16/22

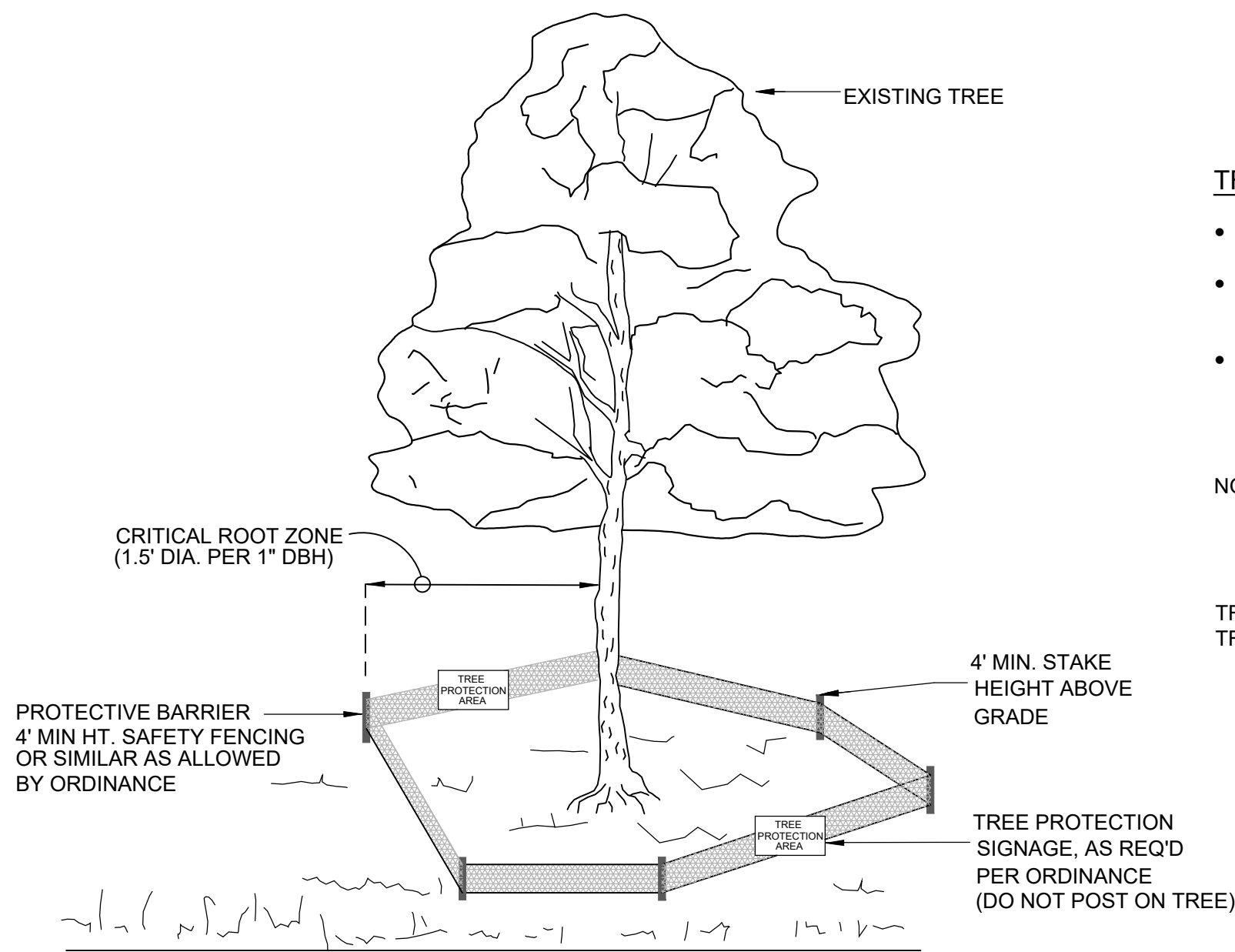
CLIENT INFORMATION:
SOUTHPORT DEVELOPMENT GROUP, LLC.
155 W. NEW YORK AVE., SUITE 200
SOUTHERN PINES, NC 28387

LANDSCAPE PLAN
TRACTOR SUPPLY CO.
TBD SOUTHPORT CROSSING WAY
SOUTHPORT, NC 28461

PROJECT STATUS
CONCEPTUAL LAYOUT:
FINAL DESIGN:
RELEASED FOR CONSTRUCTION:
3/17/22
1"=40'
DATE:
SCALE:
DRAWING:
CHECKED:
SEAL
NORTH CAROLINA PROFESSIONAL ENGINEER
JAMES BRANCH SM
034354
6/12/22
L-2.0
PEI JOB#: 21451.PE



PARCEL 7
MAS PROPERTIES LLC
DB 4387 PG 405



A METHOD OF TREE PROTECTION DURING CONSTRUCTION
NTS

TREE PROTECTION NOTES:

- TREES TO BE SAVED WILL BE CLEARLY MARKED PRIOR TO CONSTRUCTION
- INSTALLATION OF PROTECTION FENCING IS REQUIRED PRIOR TO LAND DISTURBING ACTIVITY AND IS TO BE MAINTAINED UNTIL AFTER FINAL SITE INSPECTION
- FENCING SHALL BE INSTALLED AT THE AT BOUNDARY OF THE CRITICAL ROOT ZONE - SEE PLAN

NOTE: SEE SECTION 3.18 TREE PROTECTION AND LANDSCAPE PRESERVATION OF THE CITY'S UNIFIED DEVELOPMENT ORDINANCE (UDO) FOR ADDITIONAL INFORMATION AND REQUIREMENTS

TREE REMOVAL ZONES - SHOW ON PLAN.
TREE SAFE ZONES / LOT PRESERVATION - NONE, ALL OTHER AREAS OF THE SITE ARE PREVIOUSLY CLEARED.

SYMBOL LEGEND

- TREE TO BE REMOVED FROM SUBJECT (PRIVATE) PROPERTY - SEE MITIGATION
- TREE TO BE REMOVED FROM PUBLIC RIGHT-OF-WAY BY SEPARATE PROJECT (SHOWN FOR REFERENCE) - NO MITIGATION PROVIDED

ON-SITE TREE REMOVALS - PRIVATE PROPERTY

(TREES REMOVED AS A RESULT OF THE PROPOSED IMPROVEMENTS ON THE SUBJECT PROPERTY, LOT 10 OF SOUTHPORT CROSSINGS SHOPPING CENTER)

TREE SIZE (DBH)	QUANTITY	TREE SPECIES	SUBTOTAL DBH TO BE REMOVED
8	2	LIVE OAK	16
12	5	PINE	60
13	4	PINE	52
14	3	PINE	42
15	1	PINE	15
16	3	PINE	48
18	2	PINE	36
20	1	PINE	20
22	1	PINE	20

22 TOTAL TREES TO BE REMOVED 309 TOTAL DBH TO BE REMOVED

NOTE: NO SPECIMEN TREES ARE LOCATED ON THE SUBJECT PROPERTY.

ON-SITE TREE PLANTING MITIGATION

SEE LANDSCAPE PLAN FOR ADDITIONAL INFORMATION

TREE SIZE (DBH)	QUANTITY	TREE SPECIES	SUBTOTAL DBH TO BE PLANTED
3	58	LIVE OAK	174
2	18	REDBUD	36
3	17	DWARF MAGNOLIA	51
2	24	PALMETTO PALM	48

117 TOTAL TREES TO BE PLANTED AS MITIGATION 309 TOTAL DBH TO BE PLANTED AS MITIGATION

NOTE: UTILIZATION OF UNDERSTORY TREES SHALL NOT EXCEED 50% OF THE REQUIRED MITIGATION PLANTINGS.

TOTAL NUMBER OF TREES PLANTED: 117
NUMBER OF SHADE TREES: 58 (49.6%)
NUMBER OF UNDERSTORY TREES: 59 (50.4%)

PLANT SCHEDULE

CANOPY TREES	QTY	BOTANICAL / COMMON NAME	SIZE
	58	QUERCUS VIRGINIANA SOUTHERN LIVE OAK	3" DBH / 8'-10' H.
UNDERSTORY TREES	QTY	BOTANICAL / COMMON NAME	SIZE
	18	CERCIS CANADENSIS 'FOREST PANSY' FOREST PANSY REDBUD	2" DBH / 10' MIN.
	17	MAGNOLIA G. 'LITTLE GEM' DWARF SOUTHERN MAGNOLIA	3" CAL - 8'-10' H
	24	SABAL PALMETTO PALMETTO PALM BOOTHED AND WOOD BRACED MATCHING HEIGHTS, STRAIGHT TRUNKS	10' H
	117	TOTAL TREES TO BE PLANTED AS MITIGATION	

OFF-SITE TREE REMOVALS - PUBLIC PROPERTY / NO MITIGATION REQUIRED
(TREES REMOVED AS A RESULT OF THE PROPOSED PUBLIC RIGHT-OF-WAY, NOT LOCATED ON THE SUBJECT (PRIVATE) PROPERTY AND TO BE MITIGATED UNDER SEPARATE PROJECT AS PUBLIC IMPROVEMENT AS REQUIRED BY THE CITY - SHOWN FOR REFERENCE ONLY)

TREE SIZE (DBH)	QUANTITY	TREE SPECIES	SUBTOTAL DBH TO BE REMOVED
8	2	LIVE OAK	16
9	3	LIVE OAK	27
10	7	LIVE OAK	70
12	2	LIVE OAK	24
12	1	PINE	12

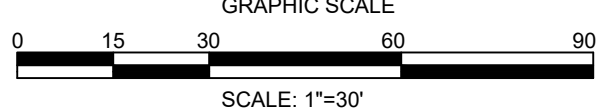
15 TOTAL TREES TO BE REMOVED 149 TOTAL DBH TO BE REMOVED

PLAN PREPARED BY

MICHAEL NICHOLS, FASLA
PARAMOUNT ENGINEERING, INC.
NC LICENSE 1990

TREES LOCATED BY SURVEY

JOSH TAYLOR, PLS
PARAMOUNT ENGINEERING, INC.
NC LICENSE L-5217



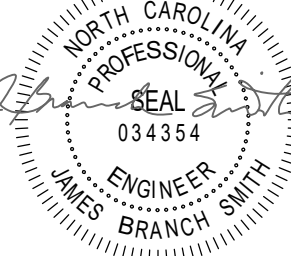
FINAL DESIGN - NOT RELEASED FOR CONSTRUCTION

TREE PLAN

TRACTOR SUPPLY CO.
TBD SOUTHPORT CROSSING WAY
SOUTHPORT, NC 28461

PROJECT STATUS
CONCEPT LAYOUT:
FINAL DESIGN: 03/17/2022
RELEASED FOR CONSTRUCTION: 03/17/2022

SEAL



L-1.0

PEI JOB#: 21451.PE

REVISIONS:

PLANNING BOARD REVISIONS

CLIENT INFORMATION:

SOUTHPORT DEVELOPMENT GROUP, LLC.
155 W. NEW YORK AVE., SUITE 200
SOUTHERN PINES, NC 28387

PARAMOUNT
ENGINEERING, INC.

122 Cinema Drive
Wilmington, North Carolina 28403
(910) 791-6707 (O) (910) 791-6760 (F)
NC License # - C-2846

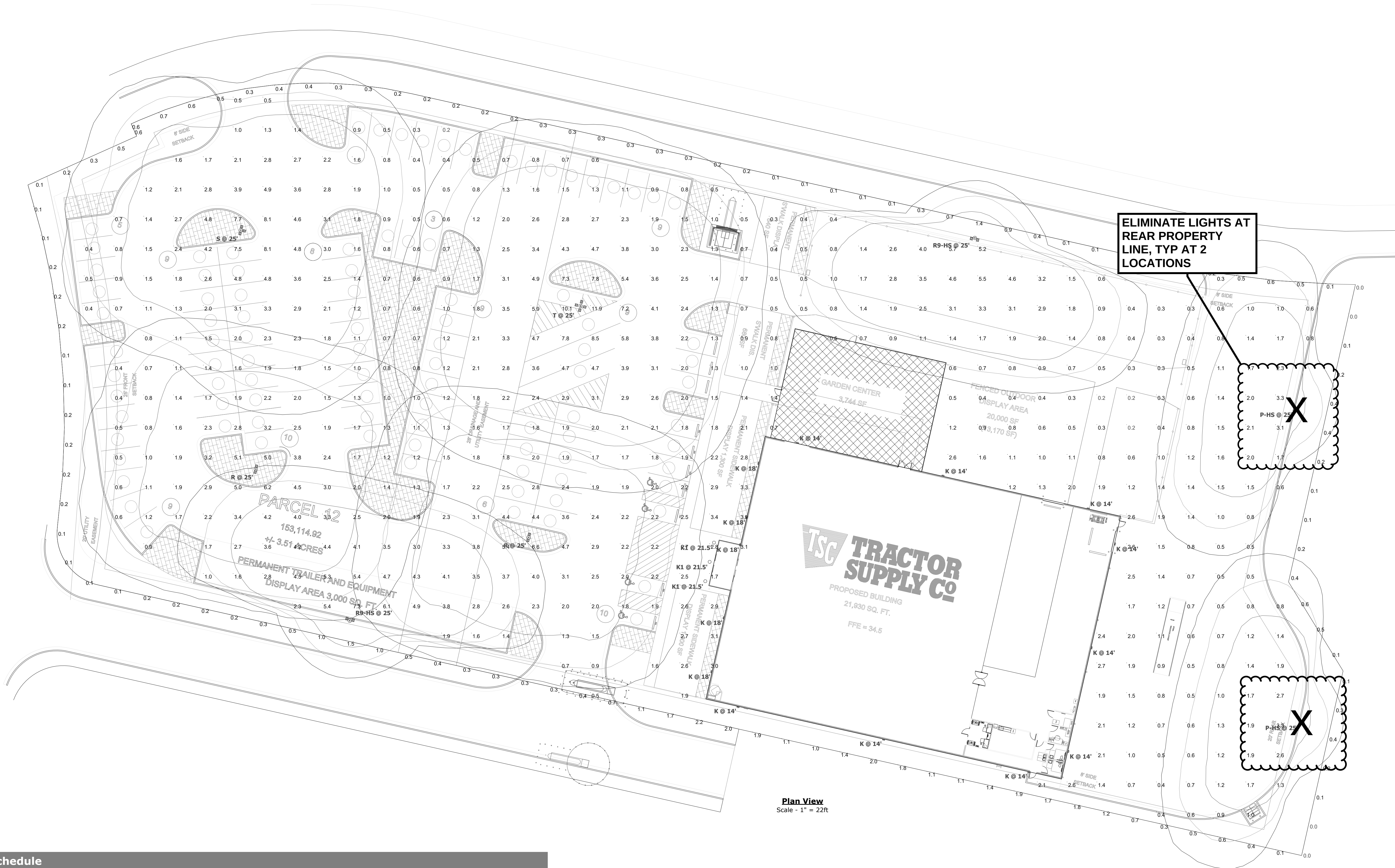
6/16/22

Tractor Supply Co - Southport, NC Parking Lot Lighting Layout

Designer	Adam Carrier
Date	03/07/2022
Scale	Not to Scale
Drawing No.	
Summary	

1 of 1

Page 27 of 5



Schedule							
Symbol	Label	Quantity	Catalog Number	Description	Lamp	Light Loss Factor	Wattage
	P-HS	1	RSX1-LED-P3-30K-R3-MVOLT-SPA	Single Head Lithonia RSX1 Series LED Area Unit w/Type R3 Distribution (30ft. Concrete Pole w/25ft. Above Grade) HOUSE SIDE SHIELDING & FULL CUTOFF DESIGN	LED/3000K (FULL CUTOFF DESIGN)	0.95	109.442
	R	2	RSX1-LED-P3-30K-R3-MVOLT-SPA	Double Head Lithonia RSX1 Series LED Area Unit w/Type R3 Distribution (30ft. Concrete Pole w/25ft. Above Grade) FULL CUTOFF DESIGN	LED/3000K (FULL CUTOFF DESIGN)	0.95	218.88
	R9-HS	2	RSX1-LED-P3-30K-R3-MVOLT-SPA	Double Head Lithonia RSX1 Series LED Area Unit w/Type R3 Distribution (30ft. Concrete Pole w/25ft. Above Grade) HOUSE SIDE SHIELDING & FULL CUTOFF DESIGN	LED/3000K (FULL CUTOFF DESIGN)	0.95	218.884
	S	1	RSX1-LED-P3-30K-R3-MVOLT-SPA	Triple Head Lithonia RSX1 Series LED Area Unit w/Type R3 Distribution (30ft. Concrete Pole w/25ft. Above Grade) FULL CUTOFF DESIGN	LED/3000K (FULL CUTOFF DESIGN)	0.95	328.32
	T	1	RSX1-LED-P3-30K-R3-MVOLT-SPA	Quad Head Lithonia RSX1 Series LED Area Unit w/Type R3 Distribution (30ft. Concrete Pole w/25ft. Above Grade) FULL CUTOFF DESIGN	LED/3000K (FULL CUTOFF DESIGN)	0.95	437.76
	K	14	DSXW1-LED-10C-1000-30K-T3M-MVOLT-DBDXD	Lithonia DSXW1 Series Wall Mount LED Unit w/Type T3M Distribution (18ft. and 14ft. Fixture Mounting Heights) FULL CUTOFF DESIGN	LED/3000K (FULL CUTOFF DESIGN)	0.95	38.8
	K1	3	H-15118-97/HL-AHD-27*97/21/LED2/30/D/BCM-M	Hi-Lite H15118 Series LED Goosneck Unit (21.5ft. Mounting Height) Red Finish (FULL CUTOFF DESIGN)	LED/3000K (FULL CUTOFF DESIGN)	0.95	21

Statistics							
Description	Symbol	Avg	Max	Min	Max/Avg	Max/Min	Avg/Min
Parking Lot Light Levels	+	2.0 fc	11.9 fc	0.2 fc	5.95	59.5:1	10.0:1
Property Line Light Levels	+	0.5 fc	2.2 fc	0.0 fc	4.40	N/A	N/A

STAFF REPORT FOR DISCUSSION

ZONING TEXT AMENDMENT APPLICATION

CONDITIONAL ZONING & APPENDIX A

APPLICATION SUMMARY	
Presentation Date	February 16, 2023 Planning and Zoning Board
Applicant	City of Southport Planning Staff
Relevant Ordinance Sections	Section 2.11 'Conditional Rezoning' & Appendix A

ZONING TEXT AMENDMENT PROPOSAL
City of Southport Planning Staff, applicant, respectfully submits a Zoning Text Amendment to the City of Southport Unified Development Ordinance for the purposes of discussion. Specifically, the request is to amend Section 2.11 'Conditional Rezoning' to modify the types of projects allowable under a Conditional Rezoning, process improvements in general and in relation to the aforementioned modifications, a reconstruction of Appendix A, and other amendments for the purposes of clarification. All proposed changes, including additions and deletions, can be found as an attachment to this report and may also be viewed in the City of Southport Development Services Department offices.
This Staff Report and attached language are presented for the purposes of gathering feedback only. No action is requested other than the provision of feedback to Staff.

REVIEW PROCESS

A Zoning Text Amendment proposal is considered a legislative process. As laid out by North Carolina General Statutes, a legislative process is a policy-level decision with broad discretion by the decision-making authority, in Southport's case the Board of Aldermen. In a decision to approve or deny a legislative proposal, the Board of Aldermen shall include a statement referencing the decisions consistency with the adopted land use plan for the City of Southport. Per the City of Southport Unified Development Ordinance, the Planning and Zoning Board shall also provide a recommendation on any proposed Zoning Text Amendment to the Board of Aldermen. The Board of Aldermen shall hold a public hearing prior to voting on any Zoning Text Amendment.

AMENDMENT DESCRIPTION

City of Southport Planning Staff is submitting this Zoning Text Amendment to provide for modifications to the City's already adopted Conditional Rezoning process. Key features of the request include:

1. An expansion of the allowable proposals that made be submitted via Conditional Rezoning, including an expansion in the uses allowable within the project, the zoning districts from which a Conditional Rezoning can originate, and an allowance of a purely custom conditional zoning district, as opposed to a conditional zoning district tied to one of the City's existing zoning districts;
2. General process improvements and process improvements proposed in light of the amendments referenced above and for the purposes of ensuring process consistency across any submittal of this type;
3. A reconstruction of Appendix A, in light of the amendments referenced above and also based on experience in reviewing recent projects; and
4. Other amendments for the purposes of clarification.

The following sections of this report break down the proposed changes line-by-line, with additional context provided where appropriate and necessary.

2.11.A Purpose

Planning Staff propose no changes to Section 2.11.A, which discusses the purpose of a Conditional Rezoning and Conditional Zoning District. However, it is important to note that a Conditional Rezoning is primarily designed for projects that have a high certainty of being constructed should approval be granted, as well as noting that a Conditional Rezoning process follows the same review and approval procedures as a traditional or General Use Rezoning.

2.11.B Application and Conditional Zoning Review Procedure

Planning Staff propose numerous amendments within Section 2.11.B. The first proposed amendment is a clarification that a Master Development Plan is required to be submitted in conjunction with a Conditional Rezoning proposal, as opposed to in conjunction with a Zoning Map Amendment request. A Conditional Rezoning is a Zoning Map Amendment request itself, thus requiring a separate Zoning Map Amendment in conjunction is redundant and therefore not necessary. Further, the language is proposed to be amended to require the submission of a narrative providing an overview of the project including any proposed uses, dimensional standards, self-imposed development standards or conditions, and so on. Importantly, the proposed draft language also includes a statement clarifying that self-imposed conditions may exceed the standards required by the Unified Development Ordinance but shall not lessen them.

The next section of proposed language removes the language that requires a coupling of a Conditional Rezoning proposal to an existing traditional zoning district. This proposal is made in

order to increase the amount of flexibility allowable within the process, a process already established under the Planned Unit Development (PUD) guidelines. This language does not prohibit the coupling of a Conditional Rezoning proposal to an existing zoning district, it only removes it as a requirement. This is reinforced by proposed language in Section 2.11.B.3, which states that dimensional requirements of the zoning district currently designated on a subject property have no bearing on the dimensional standards an applicant for a conditional rezoning could propose but may be considered by the various reviewing entities if the specifics of the case require it.

A Conditional Rezoning proposal can and often are very similar to projects that under the current Ordinance would be submitted via the Planned Unit Development (PUD) process. Proposed language in Section 2.11.B.2 includes a requirement that all conditional rezonings outside areas currently zoned BD or CBD that include residential uses shall designate no less than 20% of the tract as protected open space in accordance with Section 4.14.C.1.b. Among the possibilities afforded by the conditional rezoning process is the ability for projects to exceed that 20% requirement by some margin.

Staff also propose additional clarifications as to the form and function of potential conditional rezoning applications, including:

- 1) An explicit statement that density and proposed uses within a conditional rezoning proposal shall be reviewed for consistency with any and all adopted plans;
- 2) An explicit statement that a conditional rezoning does not permit any deviation from specific use standards except where those standards are proposed to be increased; and
- 3) A requirement that any conditional rezoning application originating from a residential district contain at least five contiguous acres, on one or multiple parcels. Non-contiguous acreage may be added to a request if the initial five-acre requirement is otherwise met.

NOTE: Staff will specifically highlight points 2 and 3 above for discussion and feedback at the Planning Board meeting.

Throughout the remainder of Section 2.11.B, there are various minor procedural changes that clarify the discretion available to the Unified Development Ordinance Administrator (Planning Staff), as well as requiring a meeting of the Technical Review Committee to review a Conditional Rezoning proposal prior to the proposal being presented to the Planning Board and/or Board of Aldermen.

Commentary: The amendments referenced above are solely designed to broaden the types and features of proposals that can be submitted by applicants. It is in no way designed to increase the number of projects that are submitted or approved, nor does it guarantee projects that come forward in this manner an approval. Conditional Rezonings are the most intense form of development review that exists under North Carolina General Statutes, provide the greatest opportunity for discretion to be utilized by the City of Southport, and provide the most effective and impactful methods for members of the public to participate in the development process. Regardless of whether the proposed Zoning Text Amendment is approved or not, Conditional Rezonings will receive the same level of review by City Staff under the same review criteria.

2.11.C Public Input Meeting

The requested amendments in Section 2.11.C clarify that a public input meeting, already a feature of the Conditional Rezoning process, must be held prior to submission of a Conditional Rezoning application and that a report outlining the results of that public input meeting, including any changes to the proposal based on those results, shall be part of the application package. Failure to provide that report shall result in the application being deemed incomplete and not accepted by Staff for review.

The intention behind requiring the public input meeting to be held prior to an application being submitted, as opposed to prior to a hearing being scheduled, is to

- 1) Allow for an applicant to hear public input prior to formally submitting the application, allowing changes to be made to the proposal easier than if it had already been submitted and fostering a more effective manner for the public to participate in the development process; and
- 2) To lessen the administrative burden upon Staff and the Planning Board, by ensuring that the public input meeting requirement is already met as opposed to waiting for it to be conducted prior to scheduling a hearing.

2.11.D Conditions to Approval of Petition

The requested amendments in Section 2.11.D are primarily aimed toward providing clarity in existing processes. In Section 2.11.D.1, it makes clear that the UDO Administrator may make recommendations on potential conditions in addition to the Planning Board. Further amendments include rewriting the timeline for an applicant to respond to conditions and clarification that such response shall occur in writing, regardless of the nature of the response, so that such response can be included within the agenda packet for consideration by the Board of Aldermen. Finally, included at the conclusion of this section is an additional statement clarifying that modifications to conditions of approval shall require the entire conditional rezoning process to begin again.

2.11.E Effect of Approval

Within this section, amendments are also aimed toward increasing clarity. The most significant change is in reference to how Conditional Zoning districts are designated on the City's official zoning map, providing a naming scheme for custom Conditional Zoning districts that do not have a corresponding traditional zoning district. For the purposes of added clarity, additional language is also included that reinforces the fact that a Conditional Rezoning approval is not an approval to begin construction, and that any relevant site plan review process (Major Site Plan, Preliminary Plat, etc.) must also occur prior to any construction beginning on the site.

2.11.F Review of Approval of a Conditional Zoning District

Conditional Zoning, and the districts that result from this process, are designed primarily for projects that have a high degree of certainty of being constructed should they receive approval, as laid out within the purpose statement of Section 2.11. To this end, the existing Unified

Development Ordinance provides a mechanism by which the Planning Board shall review conditional zoning approvals and make recommendations as to potential avenues to rezone properties out of the conditional zoning district they possess if conditions and/or timelines aren't being met. The only requested change to this section is to provide clarity that the UDO Administrator shall provide this information to the Planning Board at least once every 12 months (generally as part of an annual report) as well as upon request by the Planning Board.

Appendix A

Currently, Appendix A exists as a table, with rows representing various requirements for information to be displayed on site plan documents, and columns representing various case types and the applicability of each piece of information to each case type. Given the amendments discussed above, Appendix A already requires an update just in the context of conditional rezonings. However, due to Staff experience and feedback from the Planning Board and applicants broadly, Staff propose eliminating the table and giving each case type its own section of Appendix A, which will aid in ensuring that it is abundantly clear which requirements apply to which case types and aid in the creation of checklists.

Modifications to Appendix A are not presented with this discussion item 1) to avoid confusion and deviation from the conditional rezoning language; 2) because the Planning Board's input will have bearing on modifications to Appendix A; and 3) Staff is completing the process of ensuring that all applicable Ordinance requirements are appropriately referenced within the requirements of Appendix A. At the next meeting, the Planning Board will receive a complete copy of the new Appendix A including highlighted additions. However, Appendix A as it currently exists is provided as an attachment to this report.

EVALUATION AND CONTEXT

Unified Development Ordinance Compliance

Zoning Text Amendments, like General Use Zoning Map Amendments (Rezonings), follow the process laid out in Section 2.10 of the City of Southport Unified Development Ordinance. Pursuant to this section, the Planning Board shall advise and comment on whether the proposed text or zoning map amendment is consistent with the comprehensive plan or any other official adopted plans that are applicable. The Board of Aldermen shall, in their final decision-making capacity, base their decision upon the same.

2014 CAMA Core Land Use Plan Compliance

It is important to note that when the 2014 CAMA Core Land Use Plan was adopted, Conditional Zoning had only very recently been made available as a tool for local governments to use within North Carolina General Statutes as a mechanism for rezoning and development review. As such, explicit references to conditional zoning are not present within the document and the plan references the General Use Rezoning process as the only rezoning process available.

However, the introduction of Article 6, Section F of the 2014 CAMA Core Land Use Plan speaks at length on six principles of “smart growth,” some of which speak directly to the same possibilities that can come from conditional rezoning projects:

Principle 1 - Efficient Use of Land Resources: Smart development supports the preservation of land and natural resources. These benefits result from compact building forms, in-fill development, and moderation in street and parking standards. Compact building patterns preserve land for city and neighborhood parks as well as local woods and wetlands. Furthermore, compact development shortens trips, lessening dependence on the automobile, and therefore reducing levels of energy consumption and air pollution. Finally, a compact development pattern supports more cost-effective infrastructure than does low-density fringe development.

Principle 2 - Full Use of Urban Services: The same frugality of land development supports efficient use of public and private infrastructure. Smart development means creating neighborhoods where more people will use existing services like water lines and sewers, roads, emergency services, and schools. Inefficient land use, whether within or outside urban areas, places a financial strain on communities trying to provide for the construction and maintenance of infrastructure needs.

Building compactly does not mean that all areas must be densely developed. Rather, the goal is an average density for the area, at a level that makes full use of urban services. Averaging allows for areas to have a mix of low-, medium-, and high-density development. Mixing densities to encourage efficient use of services also means requiring a high level of building and siting compatibility, encouraging neighborhoods to have both character and privacy.

Careful street sizing and the accommodation of some parking on streets reduces impervious surfaces and efficiently uses urban services by saving on land acquisition, construction, and maintenance costs. In short, streets should be sized for their use: lower density areas that have little through traffic are best served by slower, narrower streets, while transportation corridors that move district-wide traffic need wider travel ways.

Principle 3 - Mix of Uses: Locating stores, offices, residences, schools, and recreation spaces within walking distance of each other in compact neighborhoods with pedestrian-oriented streets promotes:

- independence of movement, especially for the young and the elderly who can conveniently walk, cycle, or ride transit;
- safety in commercial areas, through around-the-clock presence of people;
- reduction in auto use, especially for shorter trips;
- support for those who work at home, through nearby services and parks; and

- a variety of housing choices, so that the young and old, singles and families, and those of varying economic ability may find places to live.

Mixed-use examples include a corner store in a residential area, an apartment near or over a shop, and a lunch counter in an industrial zone. Most codes prohibit the co-location of any residential and commercial buildings. This prohibition is based on the functional and architectural incompatibility of the buildings. Using design standards, in tandem with mixed-use zoning, overcomes incompatibility. Additionally, limitations on commercial functions, such as hours of operation and delivery truck access, may be necessary. More fundamentally, to gain the full benefits of a mix of uses, buildings must be conveniently connected by streets and paths. Otherwise, people will still be inclined or required to use cars, even for the shortest trips.

Principle 6 - Implementation: Southport's ability to adopt smart development principles will depend on the ability and willingness of developers to apply the principles. Frustrating, costly, and time-consuming delays due, in part, to inflexible standards, regulations, and processes will discourage innovative approaches to development and design. Providing for flexibility and certainty in the application of standards, and administrative approval of "minor" variances, can help promote creative development that complies with the principles. Effective use of Planned Unit Developments (PUD's) can also relieve some of the regulatory barriers for developers and lighten the administrative load for planners (See pages 128-130 of the 2014 CAMA Core Land Use Plan).

If the proposed zoning text amendment is ultimately approved, there is no guarantee that every conditional rezoning application will be able to speak to all or any of the above principles. However, given the inflexibility of traditional zoning districts, it is quite difficult for projects within Southport today to be consistent with these principles as well. Conditional Zoning is one tool that can help make that process easier.

STAFF'S RECOMMENDATION

City Planning Staff respectfully submit the proposed Zoning Text Amendment to the Planning Board for their review and feedback. Staff are not requesting a vote and this proposal is not presented as a voting item. Staff request the feedback of the Planning Board members on the proposed language and will present updated language based on that feedback at the next meeting.

2.11 CONDITIONAL REZONING

A. PURPOSE

1. A conditional zoning district is intended for a development that has a high level of certainty of being constructed and the most commonly expected application will contain a specified use or uses, permitted by right or special use, on small- and large-scale projects.
2. All uses listed as part of any application must be in the same format and description as listed in the table of uses.
3. Except as provided herein, all applications to establish a conditional zoning district must follow the regulations prescribed in this section in addition to the standard zoning map amendment (rezoning) process as described in this ordinance.

B. APPLICATION AND CONDITIONAL ZONING REVIEW PROCEDURE

1. The application for a conditional rezoning ~~shall be accompanied by a master development plan. approval shall also be accompanied by an application to amend the zoning map (rezoning) to the conditional development zoning district. The rezoning application shall be submitted concurrently with the conditional zoning master development plan.~~ The procedure for such shall be followed as outlined in Sections 2.9 and 2.10. The approved master development plan shall provide the framework for development in the conditional zoning district. All applications must include a master development plan, a narrative that includes but is not limited to supporting information and text which specifies the use or uses intended for the property and provides an overview of the project, dimensional standards, and any development standards to be approved concurrently with the rezoning application. Development standards include but are not limited to such things as parking, landscaping, design guidelines, and buffers. Such development standards may exceed the requirements of the Unified Development Ordinance but shall not lessen those standards.
2. ~~Applications and proposals for conditional zoning approval shall only be considered within a nonresidential zoning district. All proposals for a conditional zoning application must abide by the uses and the dimensional standards required by the underlying base zoning district for which the proposal is located. Conditional Rezoning proposals originating from within all districts other than CBD and BD which include residential uses shall designate no less than 20% of the total rezoning acreage as open space in accordance with Section 4.14.C.1.b.~~
3. ~~No conditional zoning proposals shall be considered within the Open Space zoning district.~~
4. ~~Dimensional standards within the proposed Conditional Zoning District shall be designated by the applicant. Dimensional standards within the currently designated zoning district for the subject property shall not influence proposed dimensional standards but may be considered in the review of applications on a case-by-case basis.~~

Commented [TH1]: Feedback is specifically requested from the Planning Board on this point.

5. Density and proposed uses within a conditional zoning district shall be reviewed for conformance with any and all relevant adopted plans.

6. A Conditional Rezoning shall not permit any deviation from any specific use standards outlined within the Unified Development Ordinance except where those standards are increased.

~~2-7.~~ Conditional Rezoning requests originating from a residential zoning district and from the PUD zoning district shall not be considered unless containing at least five (5) acres. Such minimum acreage must be contiguous may be contained within one or multiple parcels. Other non-contiguous parcels may be added to a Conditional Rezoning application so long as the minimum contiguous acreage requirement is otherwise met.

An application for conditional zoning approval shall be accompanied by 12 hard copies and one (1) digital copy of a conditional zoning master development plan. Additional copies may be requested by the UDO Administrator at their discretion.

~~3-8.~~

~~4-9.~~ The master development plan shall be prepared by and sealed by a licensed land surveyor, landscape architect, or engineer registered to practice in the state of North Carolina and shall include all of the required information as provided in Appendix A: Submission Requirements and any other information deemed necessary by the UDO Administrator, Planning Board, or Board of Aldermen.

~~5-10.~~ The UDO Administrator or his/her designee will review the conditional zoning master development plan and ~~shall~~may require a Technical Review Procedure. The Technical Review Committee may include, but not necessarily be limited to, the following individuals/departments: UDO Administrator, building inspector, city manager, Fire department, Police Department, NC Division of Coastal Management, NC Department of Environmental Quality, North Carolina Department of Transportation, Brunswick County Utilities, or Brunswick County Environmental Health.

~~6-11.~~ The UDO Administrator shall, in writing, provide a recommendation to the Planning Board within ~~90~~60 days following receipt of the complete application for a conditional zoning district proposal and associated master development plan. The UDO Administrator shall have discretion to withhold a proposal from Planning Board consideration if additional information on the proposal is deemed necessary and is not provided no less than ten (10) days prior to the Planning Board meeting.

~~7-12.~~ Following receipt of recommendation from the Planning Board, the Board of Aldermen shall approve, conditionally approve, or deny the conditional zoning master development plan.

~~8-13.~~ When evaluating an application for the creation of a conditional zoning district, the Planning Board and Board of Aldermen shall consider the following:

- a) The application's consistency to the general policies and objectives of the City's Comprehensive Plan, any other officially adopted plan that is applicable, and the Unified Development ordinance.

Commented [TH2]: Based on Planning Board feedback. These points will be specifically highlighted for discussion.

Commented [TH3]: Staff proposal: amend Ordinance to have Planning Board hold a public hearing in addition to Board of Aldermen for all rezonings. This will ensure public is notified of Planning Board presentation via property mailers, newspaper publishing, and signage.

This would require amendments to other sections of the Ordinance as well.

- b) The potential impacts and/or benefits on the surrounding area, adjoining properties.
- c) The report of results from the public input meeting.

9-14. The Board of Aldermen may not vote to rezone property to a conditional zoning district during the time period beginning on the date of a municipal general election and concluding on the date immediately following the date on which the Board of Aldermen holds its organizational meeting following a municipal general election unless no person spoke against the rezoning at the public hearing.

C. PUBLIC INPUT MEETING

1. Prior to filing an application for a conditional rezoning, the applicant shall schedule a public hearing on the rezoning application, the applicant must conduct one (1) public input meeting and file a report of the results with the UDO Administrator as part of the conditional rezoning application. Applications made without a public input meeting report shall be considered incomplete and will not be accepted.-
2. The report for the public hearing will include a summary of the public input meeting.
3. The applicant shall mail a notice for the public input meeting to the owners of all properties located within 500 feet of the perimeter of the project bounds not less than 10 days prior to the scheduled meeting.
4. The notice shall include the time, date, and location of the meeting as well as a description of the proposal.
5. The applicant's report of the meeting shall include:
 - a) A copy of the letter announcing the meeting
 - b) A list of adjoining property owners contacted
 - c) An attendance roster
 - d) A summary of the issues discussed
 - e) The results of the meeting including changes to the project's proposal, if any.

D. CONDITIONS TO APPROVAL OF PETITION

1. In approving a petition for the reclassification of property to a conditional zoning district, the UDO Administrator and Planning Board may recommend, and the Board of Aldermen may request that the applicant add reasonable and appropriate conditions to the approval of the petition.
2. Any such conditions should relate to the relationship of the proposed use to the impact on city services, surrounding property, proposed support facilities such as parking areas and driveways, pedestrian and vehicular circulation systems, screening and buffer areas, the timing of development, street and right-of-way improvements, water and sewer improvements, stormwater drainage, the provision of open space, and other matters that the participants in the public input meeting, staff, Planning Board, and Board of Aldermen find appropriate or the petitioner may propose. Such conditions to approval of the petition may

include right-of-way dedication, easements for streets, water, sewer, or other public utilities necessary to serve the proposed development.

3. The petitioner shall consider and respond to any such conditions after the Planning Board meeting and no less than ten (10) days prior to the scheduled Board of Alderman meeting on which the proposal will appear. ~~within three (3) days prior to the staff report for the Board of Aldermen being published.~~ If the applicant does not agree with the Planning Board or staff's recommendations of additional conditions, the Board of Aldermen shall have the authority to consider ~~accept~~ any or all of the conditions forwarded from the review process.
4. If for any reason any condition for approval is found to be illegal or invalid or if the applicant should fail to accept any condition following approval, the approval of the site plan for the district shall be null and void and of no effect and proceedings shall be instituted to rezone the property to its previous zoning classification. All conditions must be consented to in writing by the petitioner prior to the hearing held by the Board of Aldermen to consider the request. Such written consent shall be included in the published agenda packet.
- 4.5. The modification of any condition of approval shall require the submittal of a new conditional rezoning application and shall include every step conducted in the original approval of the request.

E. EFFECT OF APPROVAL

1. If a petition for conditional zoning is approved, the development and use of the property shall be governed by the predetermined ordinance requirements applicable to the conditional zoning district, ~~district's classification,~~ the approved master development plan for the district, and any additional approved rules, regulations, and conditions, all of which shall constitute the zoning regulations for the approved district and are binding on the property as an amendment to these regulations and to the zoning maps.
2. Following the approval of the petition for a conditional zoning district, the subject property shall be identified on the zoning maps by the appropriate district designation. A parallel conditional zoning shall be identified by the same designation as the underlying general district followed by the letters "CZ" and the number of its instance (for example "CBD-CZ1"). In the case of a conditional zoning district without a reference to an existing zoning district, the district shall be identified by the letters "CZ" and the number of its instance (for example, "CZ-3."
3. The master development plan does not substitute for an approved minor site plan, site plan, or subdivision plat as required by this ordinance. Such cases shall follow the Ordinance defined process for the relevant case type, including any presentation for approval to the Planning Board and/or Board of Aldermen in accordance with the applicable sections of this Ordinance.
4. No permit shall be issued for any development activity within a conditional zoning district except in accordance with the approved petition and applicable site plan, subdivision plat, and or permit for the district.

Commented [TH4]: The Ordinance is clear on this point already, but added here for clarity and emphasis based on Planning Board input.

Commented [TH5]: Added for Clarity

5. Any violation of the approved regulations and conditions for the district shall be treated the same as any other violation of this ordinance and shall be subject to the same remedies and penalties as any such violation.

F. REVIEW OF APPROVAL OF A CONDITIONAL ZONING DISTRICT

1. It is intended that property shall be reclassified to a conditional zoning district only in the event of firm plans to develop the property. Therefore, no sooner than three (3) years after the date of approval of the petition, the Planning Board may examine the progress made toward developing the property in accordance with the approved petition and any conditions attached to the approval. The UDO Administrator shall provide this information to the Planning Board at least once every 12 months and upon request by the Planning Board.
2. If the Planning Board determines that progress has not been made in accordance with the approved petition and conditions, the Planning Board shall forward to the Board of Aldermen a report which may recommend that the property be rezoned to its previous zoning classification or to another district.

Appendix A: Submission Requirements

A.1 SUBMISSION REQUIREMENTS

Applications submitted to the City of Southport for the following approval types shall include the required information as provided in Table A.1 where marked by an “x”.

Table A.1: Submission Requirements						
Information Required	Minor Site Plan	Major Site Plan or Special Use Permit	Minor Final Plat	Major Subdivision Preliminary	Major Subdivision Final Plat	Master Development Plan
Proposed or approved name of development, project, subdivision, and/or phase.	x	x	x	x	x	x
Developer/applicant name(s), including mailing address(es) and telephone number(s). (If Applicable).	x	x	x	x	x	x
Property owner name(s), including mailing address(es) and telephone number(s).	x	x	x	x	x	x
Name, registration number, and seal of a professional Land Surveyor, Engineer, Landscape Architect, and/or Architect. (If Applicable).	x	x	x	x	x	x
Date of plat/plan preparation and of surveys; North arrow and orientation; Map scale, denoted graphically and numerically.	x	x	x	x	x	x
Sketch vicinity map showing the relationship between the proposed property or properties and the surrounding area.		x	x	x		x
Tax parcel numbers, owners, zoning classifications, and book and page numbers of the site tract and adjacent tracts.	x	x	x	x	x	x
Exact existing and proposed or pending property boundary lines by bearings and distances and the location of intersecting boundary lines of adjacent lands.			x		x	
Lots numbered consecutively throughout the subdivision.			x	x	x	
Boundaries of any proposed or pending zoning districts on site. Boundaries must be described by bearing and distance where they do not follow described boundaries.		x				x
Sufficient engineering data to determine readily, and to be reproducible on the ground, every straight or curved boundary line, street line, lot line, right-of-way line, easement line, and setback line, including dimensions, bearings or deflection angles, radii, central angles, and tangent distances for the center line of curved streets and curved property lines that are not the boundary of curved streets. All dimensions shall be measured to the nearest one-tenth of a foot and all angles to the nearest minute.	x[1]	x	x	x	x	

Table A.1: Submission Requirements						
Information Required	Minor Site Plan	Major Site Plan or Special Use Permit	Minor Final Plat	Major Subdivision Preliminary	Major Subdivision Final Plat	Master Development Plan
Accurate locations and descriptions of all monuments, markers, and control points.			x	x	x	
Location, dimensions, density, and description of proposed land use(s) on each tract or parcel, including single-family residential, multi-family residential, commercial, office, institutional, industrial, and recreational. Recreational uses shall specify type and future ownership.	x	x				x[2]
Location and dimensions of existing and proposed buildings or structures on the site and all adjacent tracts, including existing buildings or structures to be removed. Total number of stories of all multi-story buildings and height of all building must be indicated.	x	x				x[3]
Location, direction, dimensions, name, and surface type of existing or proposed rights-of-way and easements, including those being vacated and those on adjacent properties.	x	x	x	x	x	x[2]
Location of roads appearing on officially adopted plans.	x	x	x	x	x	x
Location of roads, streets, and circulation patterns; including any proposed or required bicycle or pedestrian facilities.	x	x		x		x[2]
Total square footage of existing and proposed impervious surfaces.	x	x		x		x[2]
Names, cross sections, approximate grades, and pavement widths of proposed road rights-of-way, including design engineering data for all corners and curves.		x		x		
Type of street dedication, either public or private.			x	x	x	
Location and dimensions of parking and loading spaces and drive aisles, including handicapped parking.	x	x				x[3]
Location and dimensions of existing and proposed sidewalks and accessible accessways.	x	x		x		x[3]
Location and dimensions of all trash containers and required screening.	x	x		x		x[3]
FEMA-designated flood hazard areas, including flood zone designations and map panels.	x	x	x	x	x	x
Location and description of CAMA Areas of Environmental Concern, including 404 wetland areas as determined by the Army Corps of Engineers and coastal wetlands as determined by NCDEQ.	x	x	x	x	x	x

Table A.1: Submission Requirements						
Information Required	Minor Site Plan	Major Site Plan or Special Use Permit	Minor Final Plat	Major Subdivision Preliminary	Major Subdivision Final Plat	Master Development Plan
Location and description of environmental features such as wooded areas, marshes, swamps, rock outcrops, ponds or lakes, streams or streambeds, and any other natural features affecting the site.	x	x	x	x	x	x
Existing and proposed topography.	x	x		x		
Location, dimensions, and description of all areas to be dedicated to the public or to a property owners association.			x	x	x	
Location, size, and flow direction of existing and proposed drainage courses within or immediately adjacent to the site, including culverts and storm drains.	x	x		x		x[3]
Location and size of stormwater basins or other comparable stormwater management mechanisms.	x	x		x		x[3]
Location and labeling of minimum building setback lines.	x	x	x	x	x	x[3]
Detailed utility plans, including water, sewer, and stormwater, and showing connections to existing systems or plans for individual water supply systems and sewage disposal systems. Plans must show line sizes, the location of fire hydrants, blow- offs, manholes, pumps, force mains, gate valves, utility and maintenance easements, and daily estimated sewer flow figures. Type of construction materials and brand of appurtenances may require approval from the City of Southport, Brunswick County Utilities, and/or NCDOT. Plans shall include profiles based on mean sea level datum for gravity sanitary and storm sewers. NOTE: Detailed plans may be submitted after site plan or preliminary plat are approved and must be approved by the City's Public Services Department prior to construction of improvements or the issuance of building permits or approval of a final plat.		x		x		
Total number and type of dwelling units, by development phase.	x	x				x[2]
For residential uses, the number of units, heights and a generalized location. For non-residential uses, the height, approximate footprint and location of all structures.						x[3]
Signage.	x	x		x		x[3]
Outdoor Lighting Plan.	x	x		x		x[3]
Locations, dimensions, and size of required buffers, street yards, foundation planting, parking facility planting areas.	x	x		x		x[3]

Table A.1: Submission Requirements						
Information Required	Minor Site Plan	Major Site Plan or Special Use Permit	Minor Final Plat	Major Subdivision Preliminary	Major Subdivision Final Plat	Master Development Plan
Location, species, and size of all regulated and specimen trees as defined by this ordinance.	x	x		x		x[3]
Location and size of all groves of trees to be protected, including the approximate number and species of protected trees.	x	x		x		x[3]
Location, species, dimensions, and spacing of all required landscaping materials clearly labeled and numbered and a legend.	x	x		x		x[3]
Note on plan stating that prior to any clearing, grading, or construction activity tree protection fencing will be installed around protected plants, trees or groves of trees. No construction workers, tools, materials, or vehicles are permitted within the tree protection fencing.	x	x		x		x
Any other information considered pertinent by the applicant, UDO Administrator, Planning Board, or Board of Aldermen.	x	x	x	x	x	x

[1] Only required where prepared by a licensed professional.

[2] Approximation acceptable.

[3] Conditional rezoning only, not applicable to Planned Unit Development proposal.

A.2 CERTIFICATES REQUIRED

Plats submitted to the City of Southport shall include the required certificates in accordance with Table A.2 where marked by an “x”.

Table A.2 Required Certificates				
Certificate	Exempt Division Plat	Minor Final Plat	Major Preliminary Plat	Major Final Plat
Certificate of Ownership (A)	x	x		
Certificate of Ownership and Dedication (B)				x
Certificate of Survey and Accuracy (C)	x	x	x	x
Certification of Board of Aldermen Approval (D)			x	x
Certificate of Approval of the Design and Installation of Streets, Utilities, and Other Required Improvements (E)				x

Table A.2 Required Certificates				
Certificate	Exempt Division Plat	Minor Final Plat	Major Preliminary Plat	Major Final Plat
Certification of Septic and Water Supplies (F)	x	x		x
Certificate of Disclosure; 404 Wetlands (G)	x	x		x
Certificate of Disclosure; City of Southport Floodplain Management Regulations (H)	x	x		x
Acknowledgment of Compliance (Private Developments) (I)		x		x
Certificate of Purpose of Plat (J)	x	x	x	x
Certificate of Approval for Recording (K)	x	x		x

A. Certificate of Ownership

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the City of Southport and that I hereby adopt this plan of subdivision with my free consent and establish minimum building setback lines as noted.

Owner

Date

B. Certificate of Ownership and Dedication

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the City of Southport and that I hereby adopt this plat of subdivision with my free consent, establish minimum building setback lines, and dedicate all streets, alleys, walks, parks, open space, utilities, and other sites and easements to public or private use as noted.

Owner

Date

C. Certificate of Survey and Accuracy.

In accordance with NCGS 47-30: There shall appear on each plat a certificate by the person under whose supervision such survey or such plat was made, stating the origin of the information shown on the plat, including recorded deed and plat references shown thereon. The ratio of precision as calculated by latitudes and departures before any adjustments must be shown. Any lines on the plat that were not actually surveyed must be clearly indicated

and a statement included revealing the source of information. The execution of such certificate shall be acknowledged before any officer authorized to take acknowledgments by the registered land surveyor preparing the plat. All plats to be recorded shall be probated as required by law for the registration of deeds. Where a plat consists of more than one sheet, only the first sheet must contain the certification and all subsequent sheets must be signed and sealed.

The certificate shall include the source of information for the survey and data indicating the accuracy of closure of the plat before adjustments, and shall be in substantially the following form:

I, _____, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book____, Page____, etc.) (other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book____, Page____; that the ratio of precision as calculated is 1:____; that this plat was prepared in accordance with NCGS 47-30 as amended. Witness my original signature, registration number and seal this____ day of____, A.D. 20____.

Surveyor

Seal or Stamp

Registration Number

D. Certification of Approval of the Preliminary/Final Plat by the Southport Board of Aldermen

The Southport Board of Aldermen hereby approves or approves conditionally the (preliminary or final plat) of _____ Subdivision. If approved conditionally, the specific conditions shall be listed.

Mayor, City of Southport

Date

E. Certificate of Approval of the Design and Installation of Streets, Utilities, and Other Required Improvements, if applicable, to be signed by owner and City:

The undersigned hereby certifies that the required improvements (list all improvements that have been installed and approved by appropriate agency)

(_____) have been installed in an acceptable manner and in accordance with the regulations of the City of Southport Unified Development Ordinance.

Developer or Authorized Agent Signature(s)

Date

Professional Engineer(s) [seal included]

Date

UDO Administrator

Date

- F. Certification of Suitability for Septic Tank Systems and Water Supplies, if applicable, to be signed by appropriate authority/representative:

I hereby certify that this subdivision, entitled _____, is generally suitable for individual septic tank systems and individual water supplies. However, this certification does not constitute "blanket issued subject to the approval of each individual lot by the Brunswick County Health Department and the issuance of an improvements permit for each lot as required by the General Statutes of North Carolina." Any artificial drainage measures installed or proposed for installation in this subdivision to control water table must be properly maintained. Lots must be properly landscaped to control surface water in order to decrease the changes in septic tank system malfunctions.

Brunswick County Heath Director or Licensed
Soil Scientist

Date

- G. Certificate of Disclosure, 404 Wetlands, if applicable, to be signed by owner:

This tract is not subject to 404 wetlands.

Owner's Signature

Date

- Or -

Wetlands Caution: Prospective buyers are cautioned that portions of the lots shown on this plat are restricted in use by wetlands and waters jurisdiction pursuant to the US Army Corps of Engineers Section 404 regulations. Individual lot reviews to ensure compliance with their Federal laws and regulations are encouraged. Verification of location and restrictions should be made prior to individual lot development.

Owner's Signature

Date

- H. Certificate of Disclosure, City of Southport Floodplain Management Regulations, if applicable, to be signed by owner:

I (we) hereby certify that prior to entering any agreement or any conveyance with a prospective buyer, I (we) shall prepare and sign, and the buyer of the subject real estate shall receive and sign a statement which fully and accurately discloses that the subject real estate, or a portion of the subject real estate, is located within a flood hazard area and that the buyer must satisfy the requirements of City of Southport floodplain management regulations prior to the issuance of building permits.

Owner's Signature

Date

- I. Acknowledgment of Compliance (Private Developments), if applicable, to be signed by owner:

I, _____, (name of developer and/or seller) hereby certify that the streets, parks, open space, or other areas delineated hereon and dedicated to private use, and all maintenance and upkeep of private facilities, including traffic marking and control devices, shall not be the responsibility of the public or the municipality, acting on behalf of the public, to maintain. Furthermore, prior to entering any agreement or any conveyance with any prospective buyer, I shall prepare and sign, and the buyer of the subject real estate shall receive and sign, an acknowledgment of receipt of a disclosure statement. The disclosure statement shall fully and completely disclose the private areas and include an examination of the consequences and responsibility as to the maintenance of the private areas, and shall fully and accurately disclose the party or parties upon whom the responsibility for construction and maintenance of such private areas shall rest.

Signature of Developer and/or Seller

Date

- J. Certificate of Purpose of Plat. Notwithstanding any other provision contained in this section, it is the duty of the surveyor, by a certificate on the face of the plat, to certify to one of the following:

- 1) This survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;
- 2) This survey is of an existing parcel or parcels of land and does not create a new road or change an existing road;
- 3) This survey is of any existing building, or other structure, or natural feature, such as a water course;
- 4) This survey is a control survey;
- 5) That the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or other exception to the definition of a subdivision; or
- 6) That the information available to the surveyor is such that the surveyor is unable to make a determination to the best of his or her professional ability as to provisions contained in items (1) through (6) above.

Note: Certain activities may be eligible for an exemption/waiver from the subdivision standards. If the activity being submitted meets one of the activities eligible for an exemption/waiver, item 5 above should be the selected certification.

- K. Certificate of Approval for Recording.

I hereby certify that the subdivision plat shown hereon has been found to comply with the

Subdivision Regulations of the City of Southport, North Carolina, and that this plat has been approved by an authorized representative of the Southport for recording in the Office of the Register of Deeds of Brunswick County.

UDO Administrator

Date

Seal or Stamp



2022 PLANNING AND ZONING BOARD MEMBER ROSTER

				APPOINTMENT	EXPIRATION	
1	Sue Hodgin, Chair beachsue@gmail.com	608 Cottage Point Way	(910) 477-1808	Feb. 10, 2022	3 Yr. February 2025	IN
2	Will Hewett, Vice-Chair willhewett.68@gmail.com	129 Cape Fear Drive	(910) 520-3291	August 11, 2022	3 Yr. July 2025	IN
3	Fred Fiss ffiss@bellsouth.net	216 N. Atlantic Ave.	(910) 269-6901	January 12, 2023	3 Yr. January 2026	IN
4	Christopher W. Jones cjonessy03@gmail.com	1008 Dutchman Cove SE	(910) 549-1407	March 12, 2020	3 Yr. March 2023	ETJ ALT
5	Scott Jones southportjones@gmail.com	1001 Pete's Camp Road	457-9770 (910) 471-0802 C	August 14, 2020	3 Yr. August 2023	ETJ
6	Donnie Joyner donnie.joyner@gmail.com	635 Jabbertown Road	(910) 368-7501	August 14, 2020	3 Yr. August 2023	ETJ
7	Gustavo Mibelli gemibelli@gmail.com	5995 Gray Squirrel Path	(704) 491-7879	Oct. 8, 2020	3 Yr. October 2023	IN
8	Richard Sloan saltydogrhl4@gmail.com	509 E. Moore Street	(910) 946-1771	Feb. 10, 2022	3 Yr. February 2025	IN
9	Tanya Shannon tshannon@cityofsouthport.com	1029 N. Howe Street	(910) 457-7929	Staff Deputy Clerk		
10	Travis Henley thenley@cityofsouthport.com	1029 N. Howe Street	(910) 457-7961	Staff Development Services Director		
11	Mo Meehan mmeehan@cityofsouthport.com	1029 N. Howe Street	(910) 457-7900 X 1043	Staff City Planner		

**Meetings are held on the third Thursday of every month at 6:00 pm at the Community Building.
223 E. Bay Street Southport, N.C. 28461**

2023 PLANNING BOARD ATTENDANCE

MEETING <u>DATE</u>	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug	Sept	Oct	Nov	Dec	
<u>NAME</u>													Total Absences
Sue Hodgins Chair	P												
Will Hewett Vice-Chair	P												
Fred Fiss	P												
Christopher Jones	P												
Scott Jones	P												
Donnie Joyner	P												
Gustavo E. Mibelli	P												
Dick Sloan	P												

P = Present

A = Absent

M:\PLBFILES\2023 ATTENDANCE PB.wpd