



Town of Carthage

Board of Commissioners

Regular Meeting

July 10, 2024 at 6:30 p.m.

McDonald Building
207 McReynolds Street
Carthage, NC 28327

AGENDA

CALL TO ORDER

INVOCATION – Mayor Pro Tem John McDonald

PLEDGE OF ALLEGIANCE – Commissioner Anton Sadovnikov

APPROVAL OF AGENDA

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

PUBLIC COMMENT SESSION

Members of the public may use this time to address the Board of Commissioners with any presentations, questions, or concerns. All public comments made as part of a public hearing should be withheld until the public hearing has begun and the floor is given to public comments. No public comment will be made outside of this public comment session or a public hearing unless otherwise permitted by the Board of Commissioners. To request to speak outside of the public comment session or public hearing please raise your hand and wait to be recognized by the presiding officer. The mayor or presiding officer may place time limits on speakers prior to the start of the public comment session.

NEW BUSINESS

- a. Call for a Public Hearing –Conditional Zoning Request (CZ-04-24) at 211 N McNeill Street (Parcel ID #00004545) to Allow for Two Duplexes (Resolution #RES.24.14), (Jennifer Hunt, pg. 1-13)

OLD BUSINESS

- a. Review and Adopt the Downtown Revitalization Plan & Parking Corridor Study (Jennifer Hunt, pg. 14-21)

FINAL COMMENTS

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

ADJOURNMENT

Town of Carthage

North Carolina

BOARD OF COMMISSIONERS



MEETING AGENDA & BOARD MATERIALS

Special Meeting

July 10, 2024

The McDonald Building
207 McReynolds Street
Carthage, NC 28327



MEMORANDUM

Date: July 10th, 2024

To: The Board of Commissioners

From: Jamie Sandoval, Management Analyst

Subject: CZ-04-24: Conditional Zoning Request at 211 N McNeill Street (Parcel ID #00004545) to allow for two duplexes.

SUMMARY OF APPLICATION REQUEST:

The applicant, James Stermer, is requesting conditional zoning to allow to place two duplexes on the property at 211 N McNeill Street (Parcel ID #00004545). He is requesting conditional zoning to approve the placement of two duplexes, which our Unified Development Ordinance states that only one duplex can be placed per one lot. Please see the attached concept plan that will be reviewed at the upcoming Technical Review Committee (TRC) meeting.

The property prior to this proposal was under a Code Violation, The Carthage Swimming Pool, in which the applicant has bought and demolished the existing swimming pool to abate the violation (please see the attached demolition permit). Mr. Stermer will meet with the Technical Review Committee on Thursday, July 11th, to discuss any issues or questions that Administration may have regarding the project. The project will then proceed to the upcoming Planning Board meeting and Board of Commissioners' Meeting for final decisions.

SUGGESTED MOTION(S)

OPTION 1

I move to Call a Public Hearing for the Conditional Rezoning Request at 211 N McNeill Street to be held on Monday, August 19, 2024 at 6:30 pm in the McDonald Building located at 207 McReynolds Street.

or

OPTION 2

I move to deny a public hearing for the Conditional Rezoning request at 211 N McNeill Street.

P-3/6/24

DEMO
cost?



Town of Carthage

4396 Hwy 15/501 • Carthage, NC 28327
Phone: 910.947.2331 • Fax: 910.947.3079

Email Completed Form to: planning@townofcarthage.org

DEVELOPMENT APPLICATION & PERMIT APPROVAL FORM

Applicant's Name: James Stermer Email: MJSUN276@aol.com
 Applicant's Address: Delcoast Properties LLC
120 Idlewild Rd City/State/Zip: Pinehurst NC
 Applicant's Phone: 302-420-6233 Alt. Phone: 28374

The address for the proposed project is (if other than above): 211 N McNeil ST

This is to certify that M James Stermer has applied to the Town of Carthage for a Development Permit to do one or more of the following:

- Add an accessory use ★
- Add an accessory structure (see list)
- Alter a commercial use ★
- Build a commercial building
- Alter a commercial building
- Wireless Telecommunication Facility (WTF)
- Erect or install a sign
- Alter a residence
- Build a new residence
- Install a mobile home
- Demolish a residence ★
- Open a business ★
- Open a home occupation ★

PAPID 00004545
(need other 1/2 application)

R-10

The address for the proposed project is: 211 N McNeil ST

List of accessory structures: Fences, decks, porches, pools (above ground and inground), sheds and workshops, storage areas/buildings and warehouses, carports and garages (detached or attached), ANY addition to the primary structure that changes the footprint of the original structure.

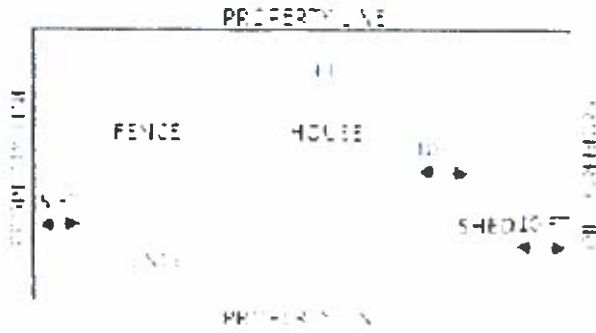
Each application MUST be accompanied by a site plan or drawing (See *Example Site Plan below) to include specific information regarding the following:

★ = Site map is not needed

- Height of proposed and/or existing structure(s)
- Distances between proposed and/or existing structure(s) and property lines
- Dimensions of proposed structure(s)
- Type of materials (metal, vinyl, masonry, etc.) to be used in proposed structure(s)

If the project changes, please check with the Town to see if other approvals are required

Example Site Plan



The shed will be constructed of wood and a metal roof.
 The fence will be constructed of wood and a metal post.
 The house will be constructed of wood and a metal roof.
 The setbacks will be as follows:
 Front: 10' Side: 5' Rear: 5'

FOR OFFICE USE ONLY

Parcel ID/LRK: 00004545

- Floodplain
- Public Sewer
- Septic
- Watershed
- Public Water
- Well

Property Owner: Delcoast Properties LLC

The Zoning Classification of the property is: CZ RA40 R20 R10 RM10 RMH RHD
 CBD B2 TBD HCD AP SR I

Required building setbacks are as follows: Front: _____ Side: _____ Rear: _____
 Corner: _____ Max Height: _____

Comments:
Demolish Pool and Pool house To Clean
Site for future approval

Based upon the provided information, a Development Permit is granted this the 14th day of March 2024 by the Authority of the DEVELOPMENT Administrator of the Town of Carthage, NC.

If the project changes, please check with the Town to see if other approvals are required.

[Signature] 3/14/24
 Town of Carthage Development Administrator
 or Representative

[Signature]
 Applicant Signature
M James Stermer
 Property Owner/Authorized Rep Signature

3/4/24
 Date
3/4/24
 Date

This document prepared by:
Donnell G. Adams, Jr., Attorney
100 Market Square
Pinehurst, North Carolina 28374

**STATE OF NORTH CAROLINA
COUNTY OF MOORE**

WARRANTY DEED

THIS WARRANTY DEED is made this 2nd day of February, 2024, by and between **BRYAN C. SANTIAGO and wife, VIRGINIE M. SANTIAGO**, of 873 Vass Carthage Rd., Carthage, NC 28327 (“Grantor”), and **DELCOAST PROPERTIES, LLC, a Delaware limited liability company**, of 40 E. Main St., Newark, DE 19711 (“Grantee”).

W I T N E S S E T H:

THAT the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all of that certain lot, tract, or parcel of land situated in or near the Town of Carthage, Carthage Township, Moore County, North Carolina, and more particularly described as follows:

See “Exhibit A” attached.

This conveyance is made subject to: (i) ad valorem taxes for the current year, which taxes shall be prorated at closing; (ii) utility easements of record; and (iii) restrictions enforceable against the property.

This property was conveyed to Grantor in instrument recorded in Book 5882, Page 583, Moore County Register of Deeds.

All or a portion of the property herein conveyed _____ includes or x does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the aforesaid lot, tract or parcel of land, and all privileges and appurtenances thereto belonging to the Grantee in fee simple, subject, however, to the exceptions, reservations and conditions hereinabove referred to;

AND the Grantor covenants with the Grantee, that the Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that the Grantor will warrant and defend the title against the lawful claims of all persons, subject however, to the exceptions, reservations and conditions hereinabove referred to.

The designations "Grantor" and "Grantee" as used herein shall include said parties and their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers by authority of its Board of Directors, on the day and year first above written.



BRYAN C. SANTIAGO (SEAL)



VIRGINE M. SANTIAGO (SEAL)

EXHIBIT A

Commencing at a manhole at or near the centerline intersection of D Carlton Street (public right-of-way) and N. McNeill Street (60 foot public right-of-way) and running thence from said point of commencement as a tieline, North 6 degrees 12 minutes 31 seconds East 45.37 feet to an iron rod (found) said rod being a common corner of the Annette McGraw property as described in Deed Book 5088 Page 580 and the tract described herein, said rod being located North 45 degrees 03 minutes 59 seconds East 99.98 feet from the southernmost corner of the aforementioned McGraw property; said rod being further described as being in or near the northern margin of N. McNeill Street, said rod being further described as the place and point of beginning of the tract herein described; AND RUNNING THENCE FROM SAID POINT OF BEGINNING as and with the aforementioned McGraw line and beyond, North 44 degrees 59 minutes 33 seconds West (crossing an iron rod found at 182.09 feet) for a total of 338.55 feet to an iron pipe (found) in or near the southern margin of Martin Street (40 foot public right-of-way) and running thence as and with the southern margin of Martin Street North 55 degrees 27 minutes 11 seconds East 142.77 feet to a mag nail (found); running thence as and with the Gary Volk property as found in Deed Book 539 Page 355, South 43 degrees 58 minutes 55 seconds East 307.97 feet to an iron pipe (found bent) in or near the northern margin of N. McNeill Street, and running thence as and with the northern margin of N. McNeill Street as a chord of South 42 degrees 59 minutes 38 seconds West 135.06 feet to the place and point of beginning, containing 1.02 Acres, more or less.

Being the same property conveyed to Arthur Barber Jr. by deed as found in Deed Book 5576 Page 282.

Subject to all easements/rights-of-way of record, as of/before the date of this instrument.

All distances shown hereon are horizontal ground distances.

Moore County Parcel ID 00004545. Site address- 211 N. McNeill Street.

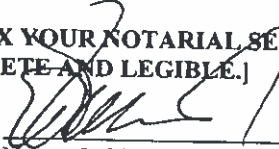
All references shown hereon are of the Moore County Registry.

Moore County
North Carolina

I certify that the following person(s) personally appeared before me this day, and I have personal knowledge of the identity of the principal(s) (I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a _____); each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **BRYAN C. SANTIAGO and wife, VIRGINIE M. SANTIAGO**

[TO NOTARY PUBLIC: PLEASE AFFIX YOUR NOTARIAL SEAL BELOW, MAKING SURE THAT THE AFFIXED SEAL IS COMPLETE AND LEGIBLE.]

Date: 2/9/24



Notary Public

(Affix Notarial Seal Here)

My Commission Expires: Nov 5, 2024

DONNELL G. ADAMS, JR.
Notary Public
Moore County, NC



Town of Carthage

AUTHORIZATION TO ACT AS AGENT

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

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

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

I, Delcoast Properties Michael James Stermer am the legal owner of the property located at 211 N McNeil St, and identified as Parcel Identification Number (PIN) 0000 4545 located in Carthage, North Carolina.

I do hereby authorize Michael James Stermer to act as an agent on my behalf in applying for/signing/obtaining any of the documents described below:

Any and all activities applications and permits

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

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

Michael James Stermer
Signature of Owner

3/14/24
Date

Signature of Owner

Date

- File an Annual Report/Amend an Annual Report
- Upload a PDF Filing
- Order a Document Online
- Add Entity to My Email Notification List
- View Filings
- Print a Pre-Populated Annual Report form
- Print an Amended a Annual Report form

Business Corporation

Legal Name

Sun Builders II Inc

Home State Name

Sun Builders Inc

Information

SosId: 1212662

Status: Current-Active ⓘ

Date Formed: 7/14/2011

Citizenship: Foreign

State of Incorporation: DE

Fiscal Month: December

Annual Report Due Date: April 15th

Current**Annual Report Status:**

Registered Agent: Stermer, Michael James

Addresses

Reg Office

120 Idlewild Rd
Pinehurst, NC 28374

Reg Mailing

120 Idlewild Rd
Pinehurst, NC 28374

Mailing

40 East Main St #113
Newark, DE 19711-4639

Principal Office

40 East Main St #113
Newark, DE 19711-4639

Officers

President

Michael James Stermer

40 E Main Street #113
Newark DE 19711

Stock

Jennifer Hunt

From: James Stermer <mjsun276@aol.com>
Sent: Thursday, March 14, 2024 11:34 AM
To: Jennifer Hunt
Subject: Re: Demo Permit

Delcoast Properties LLC

Is my LLC and owned by Sun Builders Inc registered and DBA in North Carolina as Sun Builders II INC as licensed Unlimited General Contractor License Number 71190

All owned by Micheal James Stermer

Thanks,
James Stermer

> On Mar 14, 2024, at 11:05 AM, Jennifer Hunt <planning@townofcarthage.org> wrote:
>
> <Authorized Agent Form.pdf.pdf>



MEMORANDUM

Date: July 5, 2024
To: The Board of Commissioners
From: Jennifer Hunt, Town Planner
Subject: Downtown Revitalization Plan

I. SUMMARY OF APPLICATION REQUEST:

The Downtown Revitalization Plan was discussed at last month's joint meeting with the Planning Board and was postponed until today for a decision. The Planning Board at their meeting on June 6, 2024, recommended approving the all parking option (Option 2) from the packet presented and Option "A" the Streetscape Option, with brick banding.

The Town of Carthage embarked on a study for the Downtown Carthage community to assess the true nature of the area and study the access via walking, driving, or biking. The Town of Carthage also sought to assess the true nature of parking for cars that is available and occupied. Although there is a perceived lack of parking options available, the data collected over the last 6 months shows otherwise. The parking downtown has over 350 spaces and is never utilized over 75% even during peak hours between 10 A.M. and 2 P.M. on Monday through Friday, during court hours.

The Planning Board and Board of Commissioners will use the attached Parking Corridor Study to make the decision and decide which option for parking around the circle is most sufficient for the Downtown Revitalization Plan. The three options for parking around the circle where the old courthouse is located are included in Attachment 1 as well as the three options for Streetscape Design in Downtown. Attachment 2 is the Parking Corridor Study. Attachment 3 is the Downtown Revitalization Study.

The three options are no parking around the circle, hybrid parking around the circle or parking around the circle. The hybrid parking option provides 13 parking spaces, with 3 handicap spaces. The full parking option provides 23 parking spaces, with 3 handicap spaces as well. The no parking option provides a pedestrian stage area and many outdoor pavilion areas for people to possibly sit or relax in the downtown area.

Koontz Jones Design will be present to answer any questions regarding the Downtown Revitalization Study options that were created using two community input meetings from November 2023 and March 2024. Both community input meetings were joint meetings with both consultants present to gather as much information and feedback from the community members as possible.

SUGGESTED MOTIONS ON NEXT PAGE

PETITION MOTION

BOARD OF COMMISSIONERS MOTION (1st Required Motion)

I move to:

OPTION 1

Approve the no parking option for the Downtown Revitalization Plan as written and presented.

OR

OPTION 2

Approve the hybrid parking option for the Downtown Revitalization Plan as written and presented.

OR

OPTION 3

Approve the parking option for the Downtown Revitalization Plan as written and presented.

BOARD OF COMMISSIONERS MOTION (2nd Required Motion)

I move to:

OPTION 1

Recommend approving Option A Streetscape for the Downtown Revitalization Plan as written and presented.

OR

OPTION 2

Recommend approving Option B Streetscape for the Downtown Revitalization Plan as written and presented.

OR

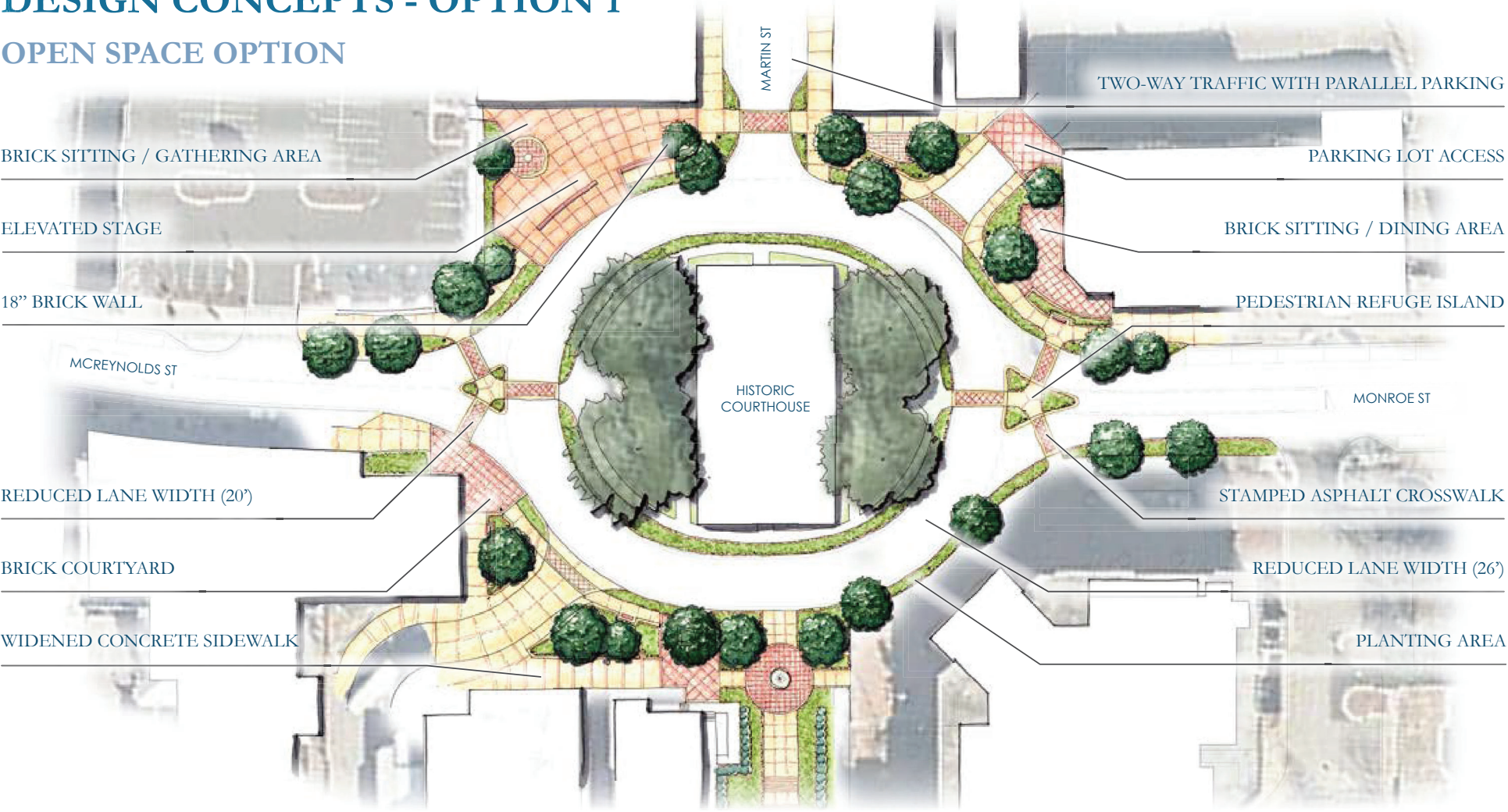
OPTION 3

Recommend approving Option C Streetscape for the Downtown Revitalization Plan as written and presented.



DESIGN CONCEPTS - OPTION 1

OPEN SPACE OPTION

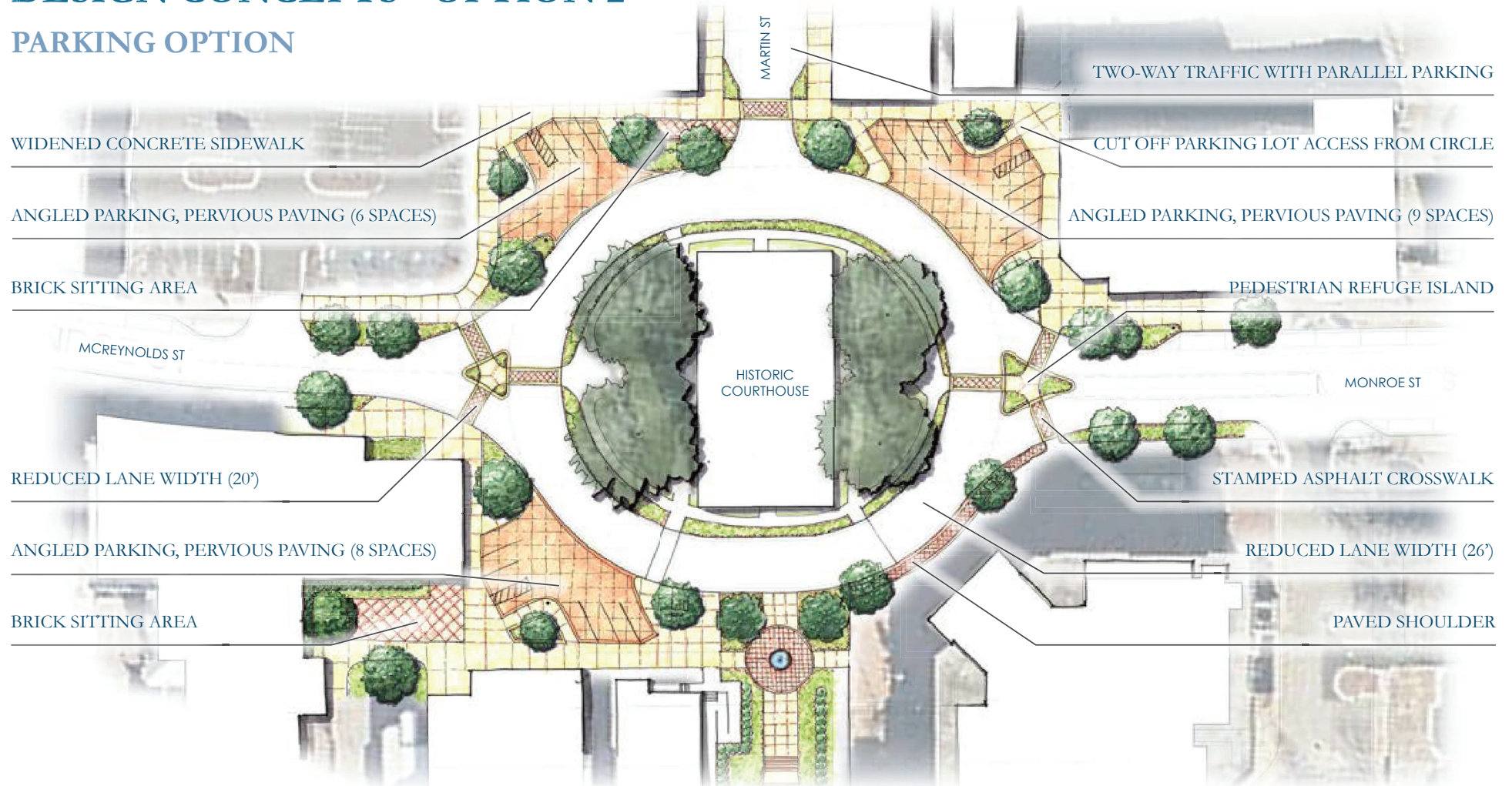


KOONTZ
JONES
DESIGN



DESIGN CONCEPTS - OPTION 2

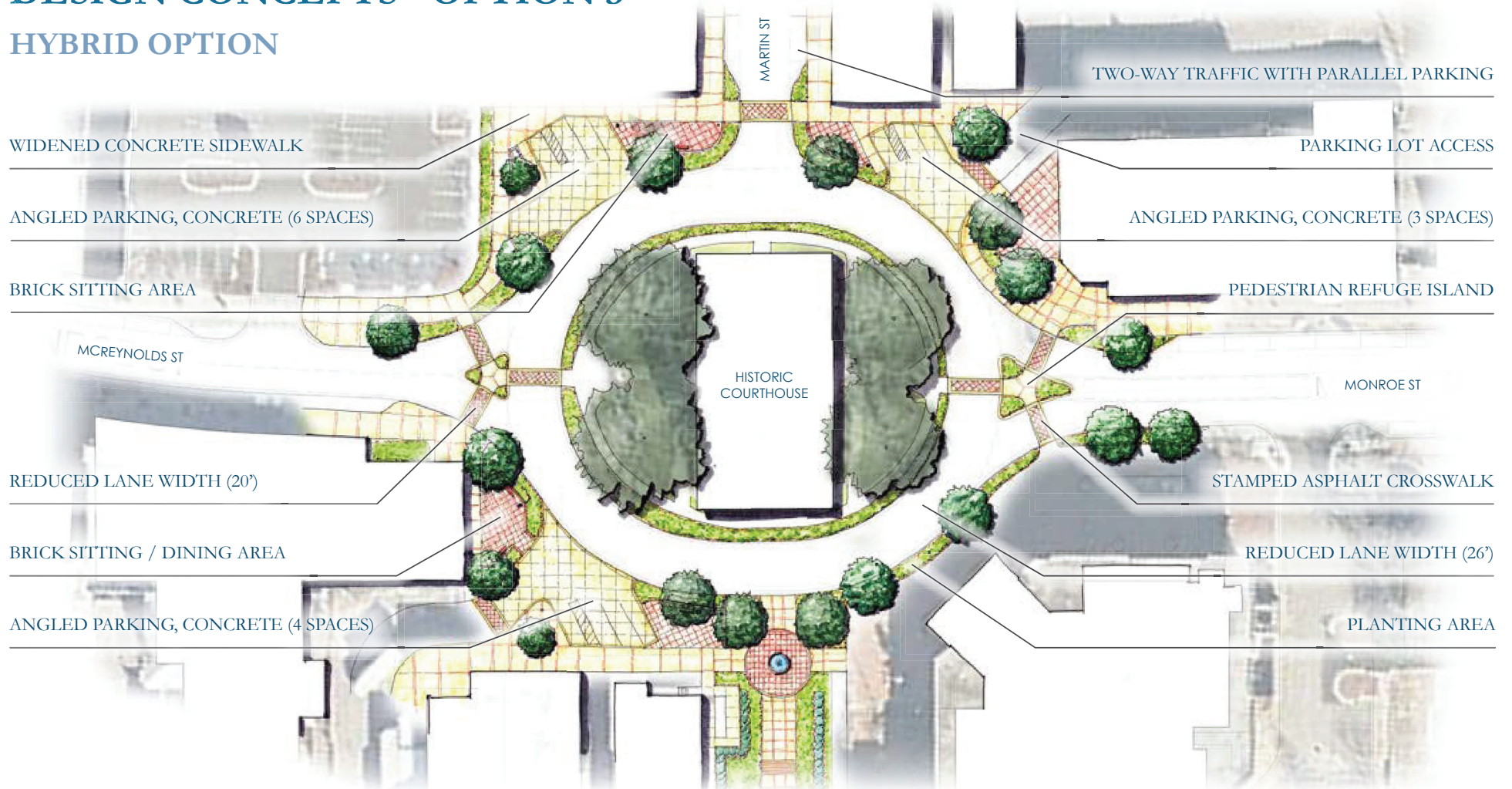
PARKING OPTION





DESIGN CONCEPTS - OPTION 3

HYBRID OPTION



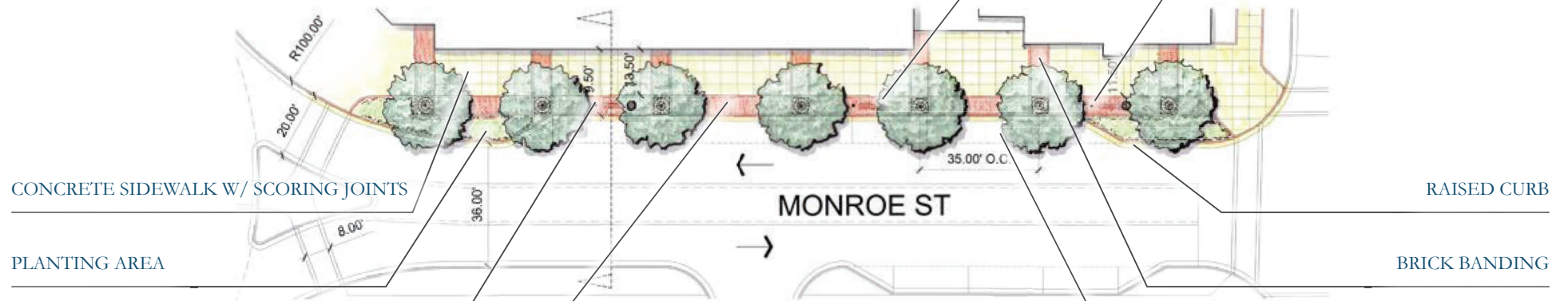


DESIGN CONCEPTS

STREETSCAPE OPTION "A"

STEEL BENCH

STREET LIGHT



RAISED CURB

BRICK BANDING

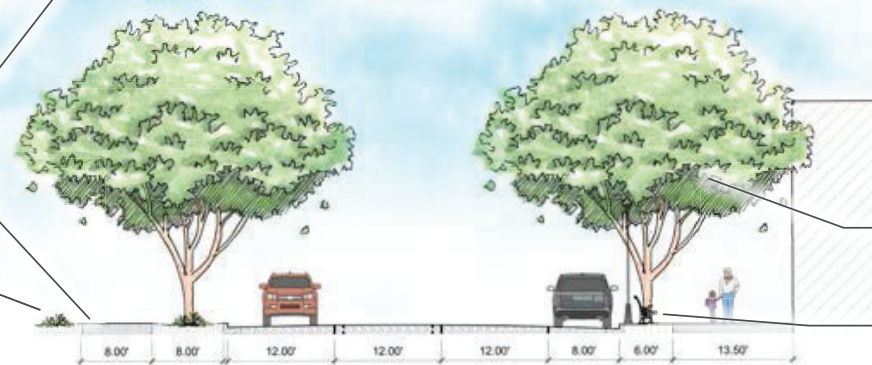
PARALLEL PARKING

TRASH RECEPTACLE

BRICK BANDING

CONCRETE SIDEWALK W/ SCORING JOINTS

PLANTING AREA



STREET TREE

STEEL BENCH

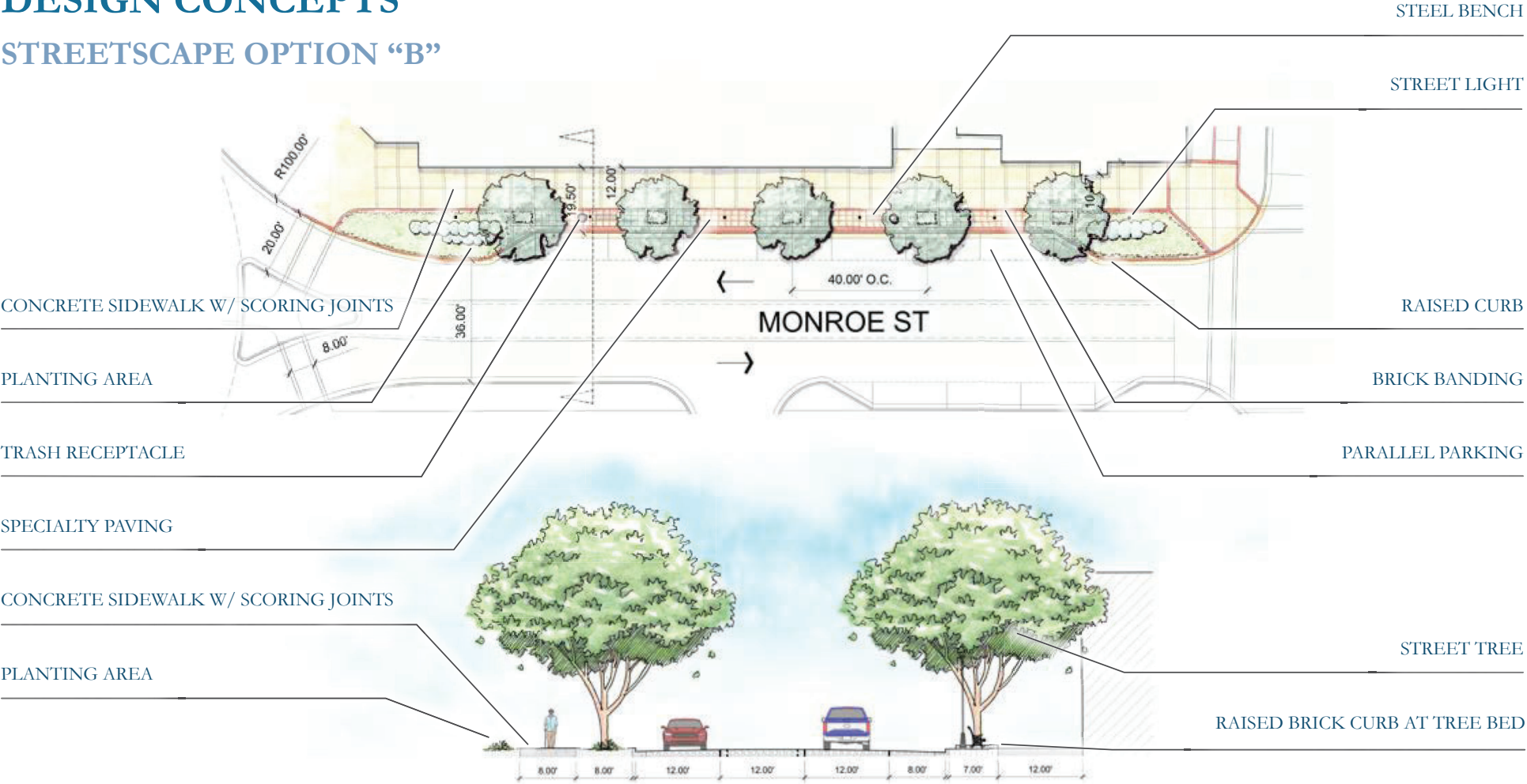


KOONTZ
JONES
DESIGN



DESIGN CONCEPTS

STREETSCAPE OPTION "B"



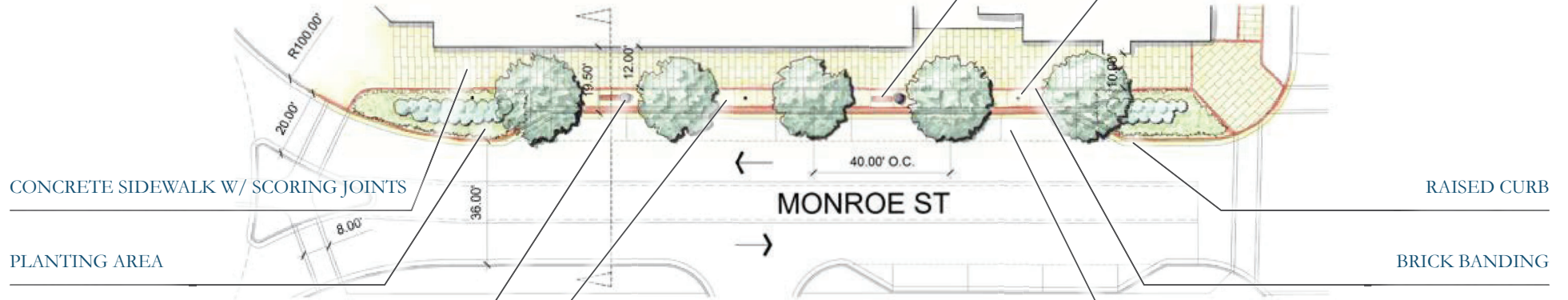


DESIGN CONCEPTS

STREETSCAPE OPTION "C"

STEEL BENCH

STREET LIGHT



RAISED CURB

BRICK BANDING

PARALLEL PARKING

CONCRETE SIDEWALK W/ SCORING JOINTS

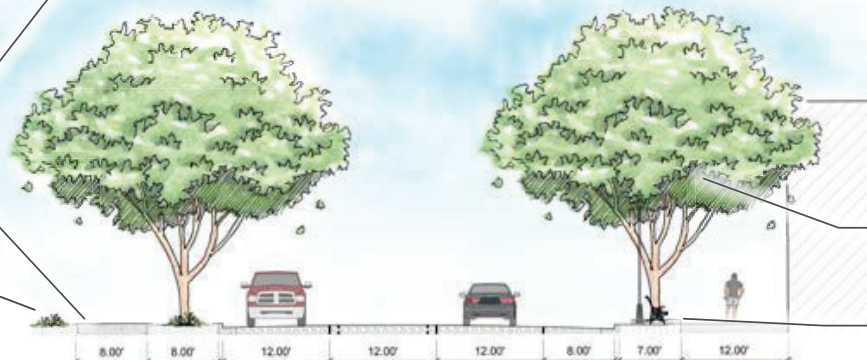
PLANTING AREA

TRASH RECEPTACLE

CONCRETE W/ LARGER SCORING PATTERN

CONCRETE SIDEWALK W/ SCORING JOINTS

PLANTING AREA



STREET TREE

RAISED BRICK CURB AT TREE BED



KOONTZ JONES DESIGN