



**TOWN OF CARTHAGE  
PLANNING BOARD  
October 3<sup>rd</sup>, 2024  
6:00 P.M.**

**AGENDA**

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA** - Members of the board may remove or add items to the agenda prior to commencing the meeting. Motions/votes are not required to approve the agenda but there must be unanimous consent before proceeding.
- 5. CONSENT AGENDA** - All items listed below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Planning Board to remove an item from the consent agenda and place it on the regular agenda.
  - a. Approval of minutes from September 5<sup>th</sup>, 2024, Regular Meeting Minutes.
- 6. PUBLIC COMMENT** - Members of the public may use this time to address the Planning Board with any presentations, questions or concerns. Those who wish to speak should fill out the sign-up sheet in the building's entryway to be recognized during the public comment session or raise their hand and wait to be recognized by the presiding member. All public comment 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 had outside of this public comment session or a public hearing unless otherwise permitted by the members of the board. The chairperson may place time limits on speakers prior to the start of the public comment session.
- 7. OLD BUSINESS**
  - a. No Old Business.
- 8. NEW BUSINESS**
  - a. Recommendation of Drafted Koontz-Jones Design Downtown Revitalization Plan
  - b. Conditional Zoning Request at 405 Monroe Street (Parcel ID #00000357) from B-2 to B-2 CZ
  - c. Approval of 2025 Planning Board Meeting Schedule
- 9. OTHER BUSINESS OF THE BOARD**

No other business.
- 10. ADJOURNMENT**

**TOWN OF CARTHAGE**

**PLANNING BOARD**

**MEETING MINUTES**

**September 5<sup>th</sup>, 2024**

**Attendance:** Bill Smyth, Elizabeth Futrell, Victoria Riddle and Ian Lumgair.

**Absent:** Antoniette Kelly and David Norris

1. CALL TO ORDER

a. Elizabeth Futrell called the meeting to order at 6:07 p.m.

2. INVOCATION

a. Victoria Riddle gave the invocation.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

a. Elizabeth Futrell made a motion to approve the agenda as presented. All ayes.  
Motion passes 4-0.

5. CONSENT AGENDA

a. Elizabeth Futrell made a motion to accept the Consent Agenda with the approval of the August 1, 2024, Regular Meeting Minutes. All ayes, motion passes 4-0.

6. PUBLIC COMMENT

a. There was no public comment made at this time.

7. OLD BUSINESS

a. No old business.

8. NEW BUSINESS

a. *McNeill Ridge Conditional Zoning Amendment Request for Project CZ-05-23*

Ms. Jennifer Hunt gave the history of the original Conditional Zoning request approved on September 18<sup>th</sup>, 2023. The amendments were brought due to some wetlands found on the property and with the elimination of some single-family units. The proposed conditions included: (1) 59 single-family units (from 78 single-family units), (2) The developer will only mass grade for infrastructure, homes, and stormwater management as necessary to ensure positive drainage for the subdivision. Mass grading of other areas of the subdivision will not be allowed, (3) clarifying

language of buffers on the preliminary plat, (4) roadway typical cross-section of 28' back-to-back as depicted on the preliminary plat which includes two 12' lanes with 2' rolled (valley) concrete curbing on each side, and (5) lots shall have a minimum of 30' long by 20' wide concrete driveway from the property line to the house with exception of corner lots that may be allowed 15' long by 20' wide concrete driveways depending on the home orientation with the driveways extending from property line to back of curb.

There were some comments from the Planning Board and the public about the wetlands and how that would affect the building of the homes. Particularly the homes that are labeled #37-42 on the preliminary plat. Engineer, Phillip Picerno addressed the comments and questions during this time.

Ian Lumgair made a motion to recommend approval for the map amendment with Goals 2, 3, 6, and 11 of the adopted Land Use Plan. Victoria Riddle seconded the motion. All ayes. Motion passes 4-0.

Bill Smyth made a motion to recommend approval to the Board of Commissioners of the Conditional Zoning Amendments for project CZ-05-23. Ian Lumgair seconded the motion. All ayes. Motion passes 4-0.

## 9. OTHER BUSINESS OF THE BOARD

- a. Planning Board, Ian Lumgair, mentioned the Historical Preservation Commission and how could the Planning Board assist with architectural standards. Town Planner, Jennifer Hunt, stated that per the Unified Development Ordinance, there are only certain architectural standards that can be placed on properties which are limited to Commercial properties. Within North Carolina, the Unified Development Ordinance cannot regulate what architectural standards a residential home may have.

## 10. ADJOURNMENT

Elizabeth Futrell motioned to adjourn the meeting. Bill Smyth seconded the motion. All ayes. Motion passes 4-0. Meeting adjourned at 6:36 p.m.



## MEMORANDUM

Date: October 3, 2024  
To: Planning Board  
From: Jennifer Hunt, Town Planner  
Subject: Final Downtown Revitalization Plan Booklet

---

**I. SUMMARY OF APPLICATION REQUEST:**

The Downtown Revitalization Plan is complete with the final booklet. It is ready for adoption based on the two community input meetings, the online surveys and feedback from the past year since November 2023. Mr. Bob Koontz with Koontz Jones Design will present the final booklet.

**II. PLANNING BOARD ACTION:**

Per Section 100.32 "Planning Board – Powers and Duties" mentioned below the Planning Board will recommend either approving or denying the final proposed Downtown Revitalization Plan.

*Section 100.32:*

*In addition to its specific duties set forth in this and other Town Ordinances and policies, the Planning Board shall have the following powers and duties:*

- 1. To make studies of the Town and surrounding areas;*
- 2. To determine objectives to be sought in the development of the Town;*
- 3. To propose and recommend plans for achieving these objectives;*
- 4. To develop and recommend to the Board of Commissioners policies, ordinances, administrative procedures and other means for carrying out plans in a coordinated and efficient manner;*
- 5. To advise the Board of Commissioners concerning the use and amendment of means for carrying out plans;*
- 6. To exercise such functions in the administration and enforcement of various means for carrying out plans as may be assigned by this article or other ordinances of the Town; and*
- 7. To perform other related duties as may be assigned by this article or other ordinances.*

**I move to:**

**OPTION 1**

Approve the Downtown Revitalization Plan as written and presented.

**or**

**OPTION 2**

Deny Downtown Revitalization Plan for the following reasons.....

**TOWN OF CARTHAGE  
PLANNING BOARD  
STATEMENT OF LAND USE PLAN CONSISTENCY  
FOR THE ADOPTION OF THE DOWNTOWN REVITALIZATION PLAN**

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

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

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

**Goal 1: Preserve and celebrated small-town community roots.**

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

**Goal 3: Protection of open space and critical natural features.**

**Goal 4: Ample employment opportunities and support for business development.**

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

**Goal 6: A well-connected multi-modal transportation system.**

**Goal 7: High-quality parks and recreational facilities that are accessible to all.**

**Goal 8: Protected and preserve historic and cultural resources.**

**Goal 9: Adequate supply and high quality of housing.**

**Goal 10: Informed, engaged, and active residents that represent a variety of neighborhoods and citizen groups.**

**Goal 11: Regulations that are consistent with the Town’s vision.**

**Goal 12: Cultural, educational, recreational, and other amenities that contribute to the quality of life of Carthage’s citizens.**

*Mr. Bob Koontz with Koontz Jones Design has finalized the Downtown Revitalization Plan as presented. Finalized plan includes the design concepts that were recommended by the Planning Board and approved by the Board of Commissioners.*

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

---

---

---

---

---

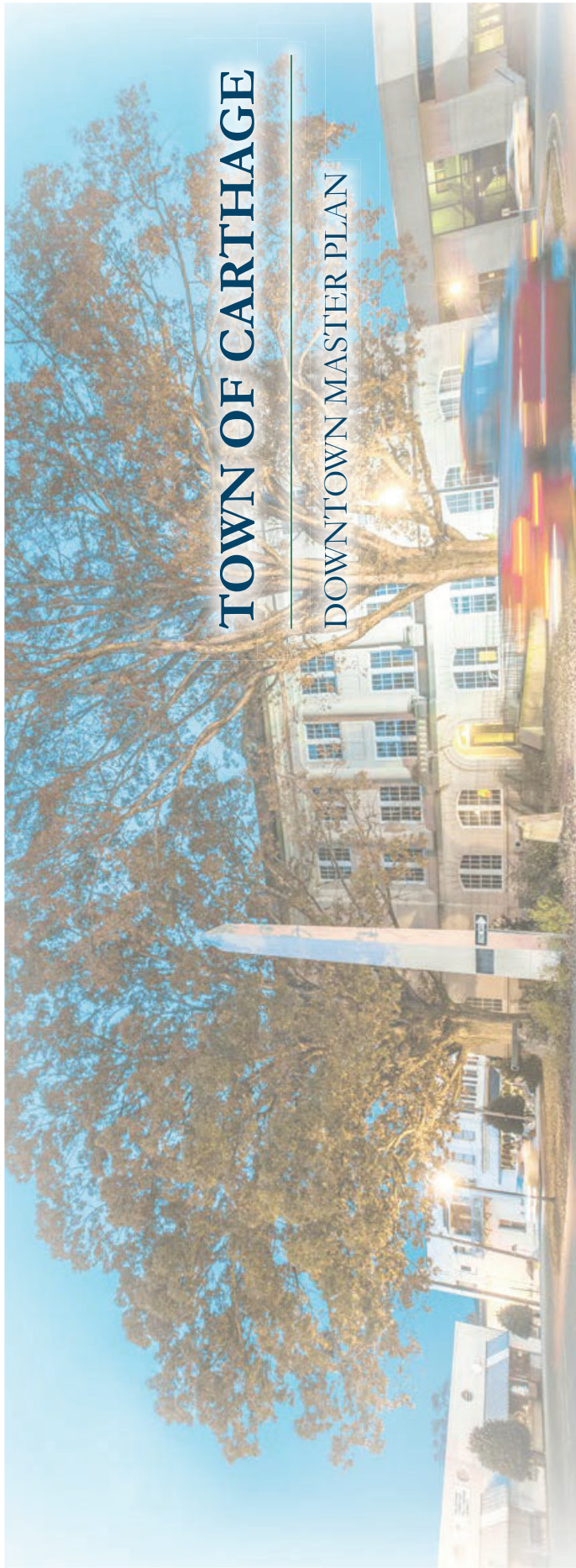
---

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

This statement adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Elizabeth Futrell, Planning Board Chair

\_\_\_\_\_  
Jamie Sandoval, Clerk to the Planning Board



# TOWN OF CARTHAGE

## DOWNTOWN MASTER PLAN



# ACKNOWLEDGMENTS

## APPOINTED OFFICIALS

### ELECTED OFFICIALS

- JIMMY CHALFINCH - MAYOR
- JOHN McDONALD - MAYOR PRO TEM
- AL BARBER - COMMISSIONER
- DAN BONILLO - COMMISSIONER
- ANTON SADOVNIKOV - COMMISSIONER
- BRENT TANNER - COMMISSIONER

### PLANNING BOARD

- ELIZABETH FUTRELL - BOARD CHAIR
- ANTONETTE KELLY - BOARD MEMBER
- IAN LUMGAIR - BOARD MEMBER
- DAVID NORRIS - BOARD MEMBER
- BILL SMYTH - BOARD MEMBER
- VICTORIA RIDDLE - BOARD MEMBER (ETJ)

### APPEARANCE COMMITTEE

- ERIN REMBERT - COMMITTEE CHAIR
- MALCOLM HALL - COMMITTEE MEMBER
- ASHLEY COATES - COMMITTEE MEMBER

## TOWN STAFF

### ADMINISTRATIVE STAFF

- EMILY YOPP - TOWN MANAGER
- JENNIFER HUNT - TOWN PLANNER
- KIM GIBSON - TOWN CLERK
- KESHA MATTHEWS - FINANCE OFFICER
- AMY PEARMAN - ACCOUNTING SPECIALIST
- JAMIE SANDOVAL - MANAGEMENT ANALYST
- MARIA BROCK - CUSTOMER SERVICE SPECIALIST

## DESIGN TEAM

### KOONTZ JONES DESIGN

- BOB KOONTZ - PRINCIPAL
  - TREYOR HANSEN - SENIOR ASSOCIATE
  - DEVIN MACFARLANE - DESIGN ASSOCIATE
- SPECIAL THANKS TO
- KIMLEYHORN**
- NATHANIEL HEYWARD - PROJECT MANAGER
- NCDOT**
- MATTHEW KITCHEN - ASSISTANT DIVISION MAINTENANCE ENGINEER





<b>1</b>	<b>INTRODUCTION</b>	pp. 3-4
<b>2</b>	<b>PROJECT OVERVIEW</b>	pp. 5-6
<b>3</b>	<b>EXISTING CONDITIONS</b>	pp. 7-8
<b>4</b>	<b>COMMUNITY INPUT</b>	pp. 9-12
<b>5</b>	<b>DESIGN PROCESS</b>	pp. 13-14
<b>6</b>	<b>CARTHAGE DOWNTOWN MASTER PLAN</b>	pp. 15-24
<b>7</b>	<b>FURNISHINGS &amp; MATERIALS</b>	pp. 25-28
<b>8</b>	<b>FUTURE IMPROVEMENTS</b>	pp. 29-30
<b>9</b>	<b>APPENDICES</b>	pp. 32-56

---

## TABLE OF CONTENTS



# THE TOWN OF CARTHAGE

## HISTORY

The town of Carthage was first settled in the late 1700's within a short time, its first courthouse was erected near Killetts Creek. A few years later, a new courthouse location was selected at the highest spot in the county, where it continues to stand today. Since the town's inception, the courthouse has been a central hub and landmark for town activities throughout the years.

In the late 1800's Carthage found growth and stability in the buggy manufacturing industry with the development of the Tyson and Jones Buggy Company. The carriage factory saw success for several decades and has become a recognizable feature of Carthage's downtown history and culture.

Today several murals can be found throughout downtown Carthage. These paintings pay homage to the town's roots and frequently draw locals and visitors alike to admire and to learn of Carthage's history.



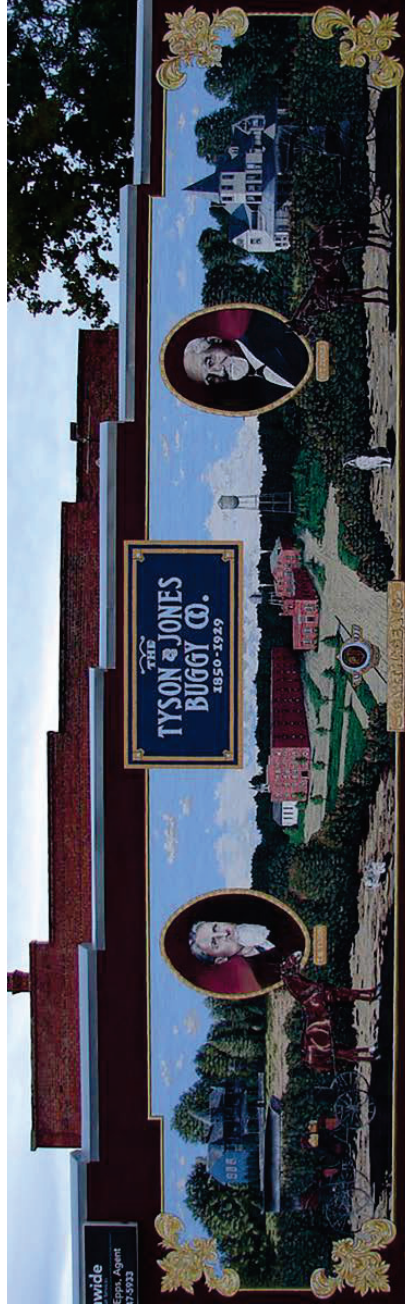
MCCANNELL MEMORIAL & COURTHOUSE



TYSON & JONES BUGGY CO.

## VALUES

Carthage residents today wear the town's history with pride. Much of the town architecture still reflects the era of buggy development. Today multiple municipal county buildings are clustered within the downtown, which employ many town residents. Residents look forward to annual events such as the Carthage Buggy Festival, Thanksgiving Festival, Holiday Market, and the Christmas Parade. Carthage is known for valuing history, civic duty, community involvement, preserving its small-town charm, and investing in the future of its residents.



TYSON & JONES BUGGY CO. MURAL



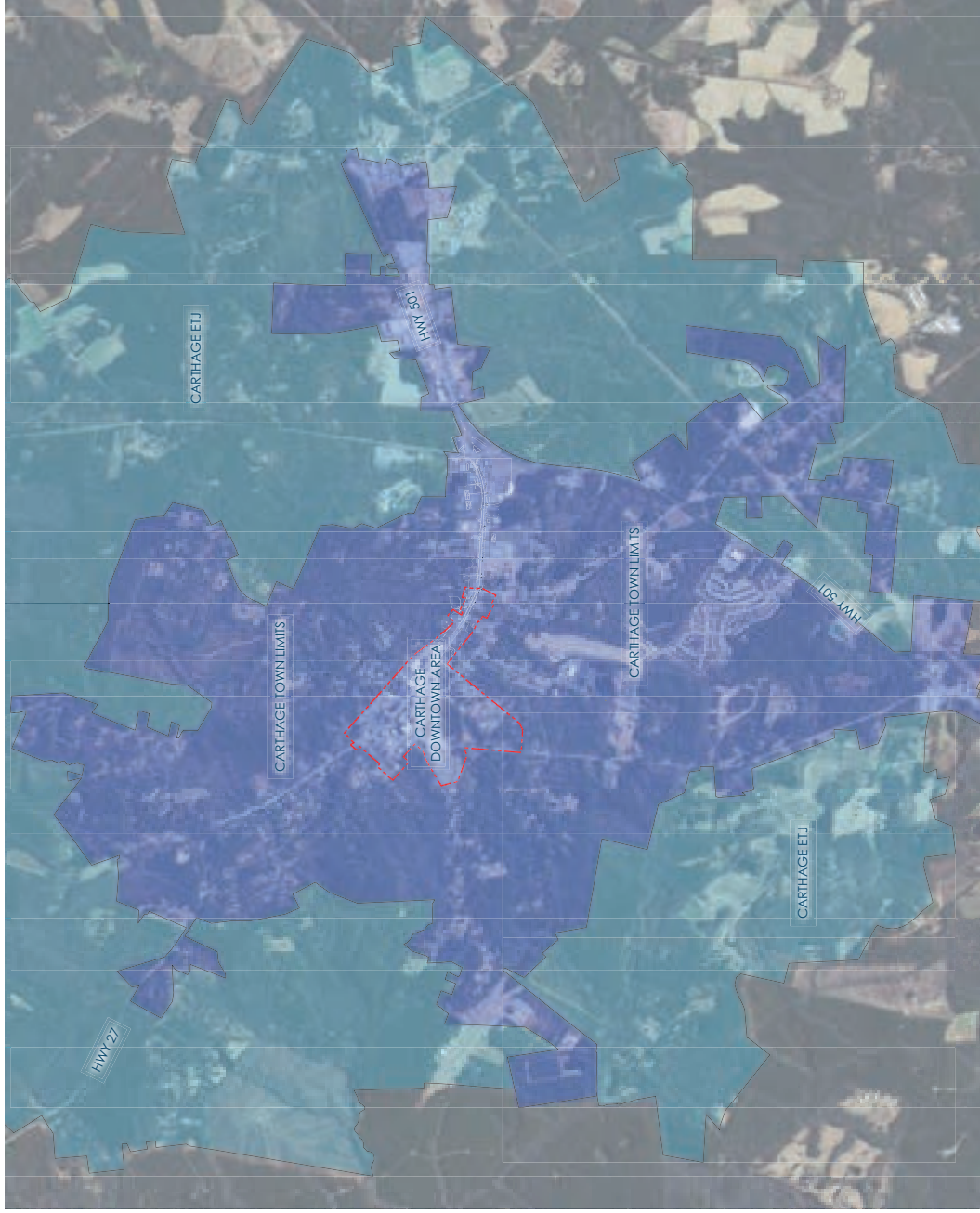
# CARTHAGE TODAY

## OVERVIEW

Carthage is the governmental hub of Moore County, North Carolina. The town currently hosts a population of around 3,000 residents. In the past decade, the population has grown by over 400 people. With over 200 years of history, this town cherishes its small-town roots and charm, and is valued by town and county residents as a vital cultural hub in Moore County.

## OUR CHALLENGE

The population of Carthage has grown at a rate of over 15% per year in the last decade. Multiple development projects in the area, including growing communities to the South moving North towards Carthage and NCDOT's plans to improve Highway 24/27, are direct signs of this recent and continual growth. As the town expands, plans need to be made to adapt to the demands of a larger population while preserving the small-town character that Carthage is well-known for.





- 1 PRESERVED AND CELEBRATED SMALL TOWN-CHARM, SCALE, AND COMMUNITY ROOTS
- 2 COORDINATED, INTENTIONAL, AND WELL-PLANNED GROWTH AND DEVELOPMENT
- 3 PROTECTION OF OPEN SPACE AND CRITICAL NATURAL FEATURES
- 4 AMPLE EMPLOYMENT OPPORTUNITIES AND SUPPORT FOR BUSINESS DEVELOPMENT
- 5 VIBRANT COMMERCIAL AREAS THAT PROVIDE A VARIETY OF GOODS, SERVICES, ENTERTAINMENT OPTIONS, AND AMENITIES
- 6 A WELL-CONNECTED MULTI-MODAL TRANSPORTATION SYSTEM
- 7 HIGH-QUALITY PARKS AND RECREATIONAL FACILITIES THAT AREA ACCESSIBLE TO ALL
- 8 PROTECTED AND PRESERVED HISTORIC AND CULTURAL RESOURCES
- 9 ADEQUATE SUPPLY AND HIGH QUALITY OF HOUSING
- 10 INFORMED, ENGAGED, AND ACTIVE RESIDENTS THAT REPRESENT A VARIETY OF NEIGHBORHOODS AND CITIZEN GROUPS
- 11 REGULATIONS THAT ARE CONSISTENT WITH THE TOWN'S VISION
- 12 CULTURAL, EDUCATIONAL, RECREATIONAL, AND OTHER AMENITIES THAT CONTRIBUTE TO THE QUALITY OF LIFE OF CARTHAGE'S CITIZENS

---

## TOWN OF CARTHAGE FUTURE GOALS

FROM TOWN OF CARTHAGE 2040  
COMPREHENSIVE LAND USE PLAN



# PROJECT OVERVIEW

## PROVIDING A DOWNTOWN MASTER PLAN

Carthage staff has coordinated with Koontz Jones Design to provide a new downtown master plan as a direct response to the goals laid out in the 2040 comprehensive land use plan. The proposed updates to downtown Carthage will further its goal to preserve its historical character and provide a bright future for its residents.

Koontz Jones Design coordinated planning efforts with NCDOT and Kimley Horn to ensure all street and parking recommendations conform with the regulations and recommendations from these local experts in their respective fields.

## OBJECTIVES

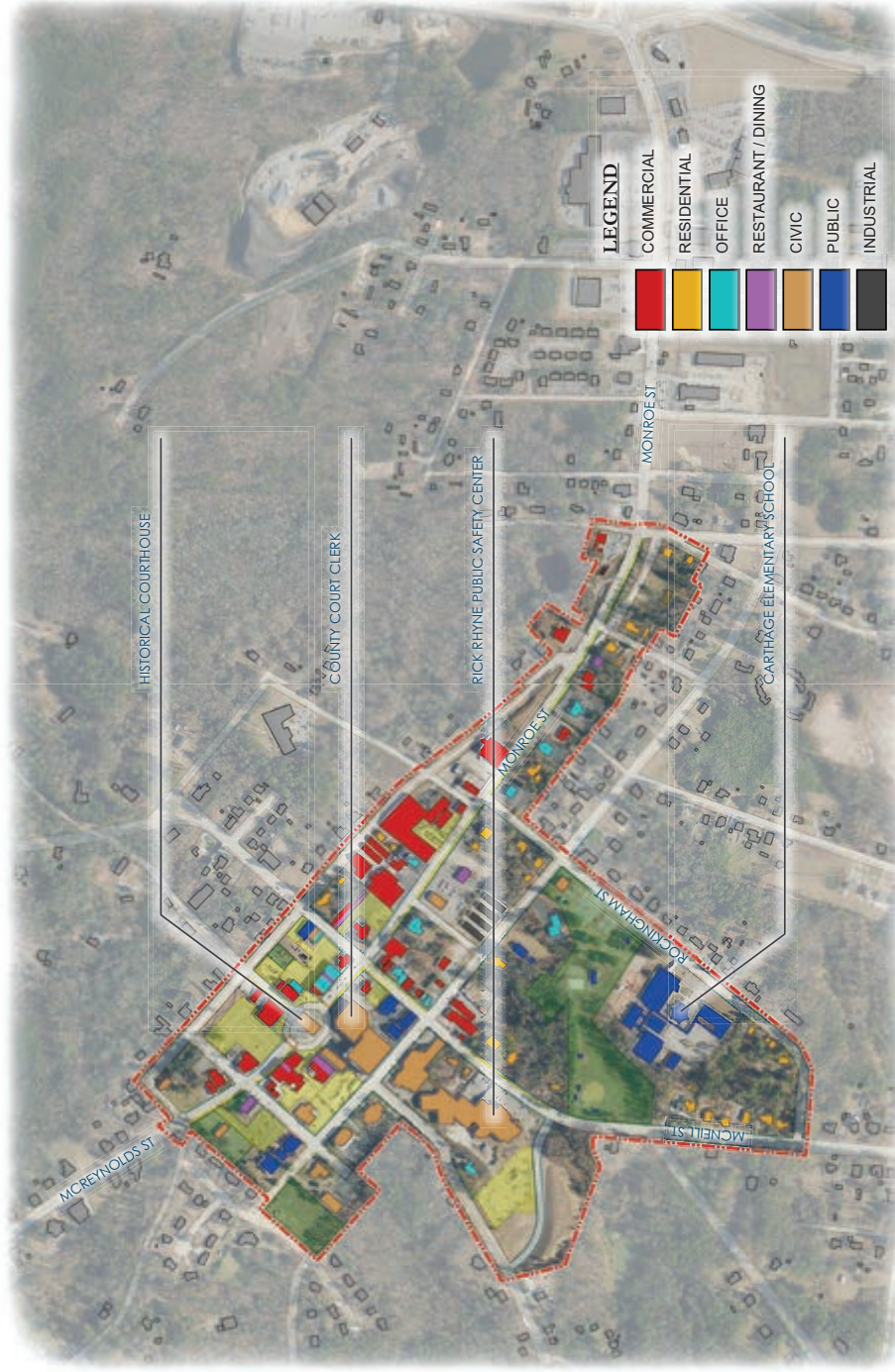
The plan aims to follow the goals and values of the town to ensure an excellent design is proposed. Koontz Jones Design laid out objectives to take inventory of the area, conduct an analysis on its findings, create multiple concepts for downtown improvements, gather feedback from local residents in multiple public meetings, and to ultimately design a new downtown master plan that honors the values of Carthage and bolsters its future.

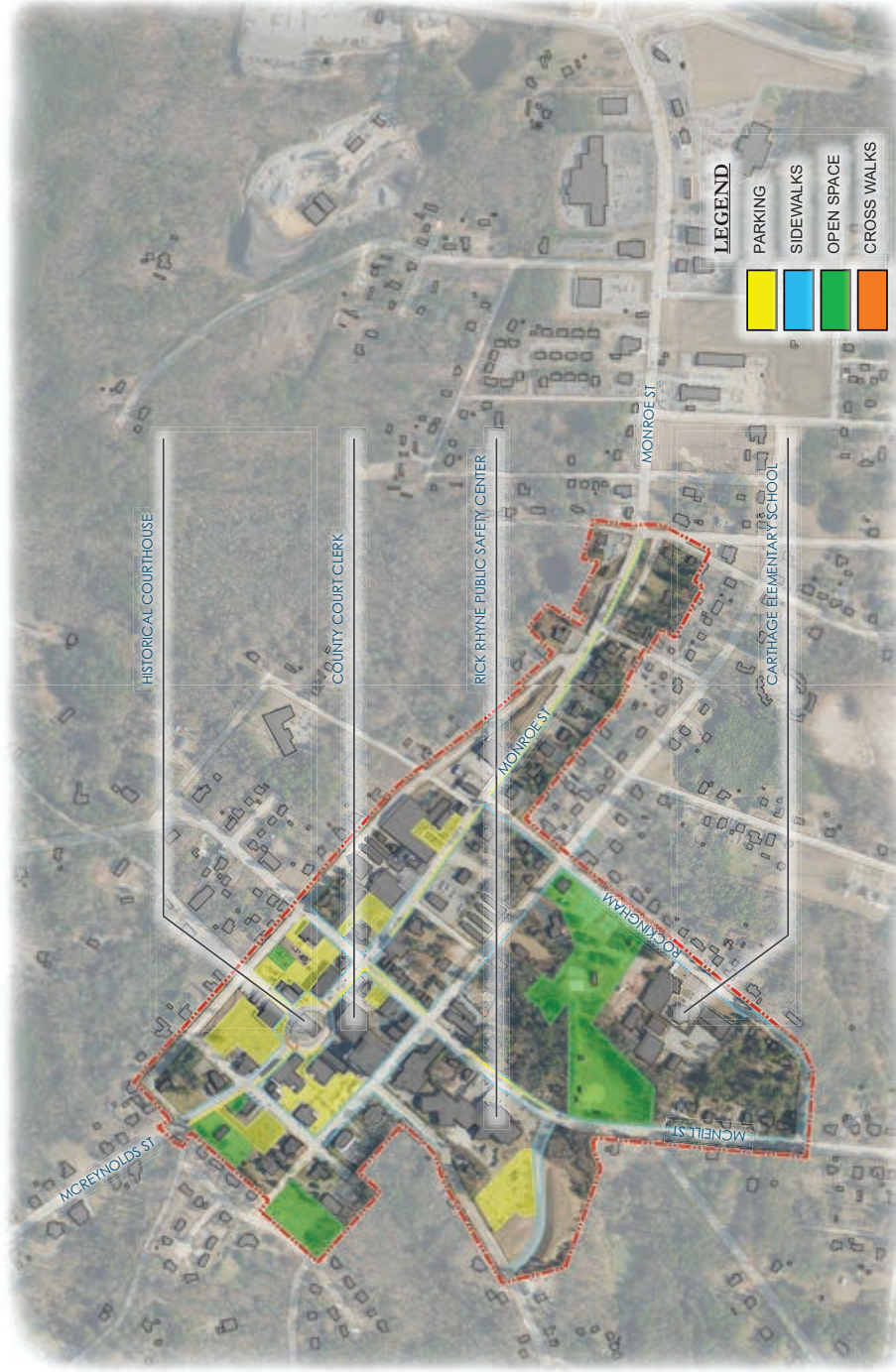




# EXISTING CONDITIONS LAND USE

One of the first steps in assessing the needs for the downtown master plan was to take inventory of the existing conditions in the downtown area. This process included site visits to downtown Carthage and its surrounding neighborhoods, gathering information from geographic information systems (GIS), and defining a general study area for the downtown extents. This graphic depicts land use types across downtown Carthage.





## EXISTING CONDITIONS STREETSCAPE

In addition to observing land use types, this graphic depicts streetscape pedestrian circulation and parking uses across downtown Carthage. Streetscape information was gathered by visual analysis, GIS data, and through referencing the town's Comprehensive Bicycle and Pedestrian Plan.



# COMMUNITY INPUT

## PUBLIC INPUT

- 2 COMMUNITY INPUT WORKSHOPS  
- NOVEMBER 2023 & MARCH 2024
- SURVEYS AT WORKSHOP & ONLINE
- RECEIVED INPUT FROM 250+ PEOPLE

## IN-PERSON & ONLINE SURVEYS: KEY TAKEAWAYS

- BETTER LIGHTING FOR SAFETY
- MORE LANDSCAPING / GREEN SPACES
- GATHERING AREAS
- BETTER PEDESTRIAN SAFETY
- BETTER / WIDER SIDEWALKS
- MORE PLACES TO EAT
- IMPROVED ACCESSIBILITY
- MORE ACTIVITIES AND EVENTS



IMAGE CREDIT: [https://www.thepilot.com/news/download-plans-carthage-gathers-feedback/article\\_12af9912-8500-11ee-91c9-2367c47b4d91.html](https://www.thepilot.com/news/download-plans-carthage-gathers-feedback/article_12af9912-8500-11ee-91c9-2367c47b4d91.html)





# COMMUNITY INPUT MEETING

## GATHERING FEEDBACK

After taking inventory of the existing infrastructure across Carthage, we presented our findings in a public input meeting, requesting feedback on what residents wanted to see changed or be preserved in Carthage. Locations were marked and comments were made for both the land use and streetscape maps.



## PUBLIC RESPONSE

Many respondents were concerned with providing greater pedestrian safety along McReynolds Street and Monroe Street, particularly near the courthouse circle. Additionally, feedback highlighted the desire for more open space and vegetation, enhancing downtown businesses and night-life, providing mixed-use housing opportunities, preserving the small-town character, safer parking options, and slowing traffic within the downtown. Materials presented at public input sessions can be found in the appendices, see page 34.





# COMMUNITY INPUT SURVEY

## ONLINE SURVEY (OVER 120 SUBMITTED)

## [THIS IS A SAMPLE OF INFORMATION COLLECTED, ADDITIONAL DATA INCLUDED IN APPENDICES]

### KEY

GREEN: OPEN SPACE  
 BLUE: PARKING  
 YELLOW: HYBRID

ID	What three words would you use to describe downtown Carthage?	If someone goes downtown for the first time, what's the one thing you would tell them about Downtown Carthage?	What is your least favorite thing about Downtown Carthage?	What is your favorite thing about Downtown Carthage?	In one word, what are your overall impressions of the downtown environment? (Aesthetics/Safety/Connectivity)	How safe do you feel walking in Downtown Carthage?	Describe your thoughts on the current social character of Downtown Carthage.	What do you like to see in the community like parking, how do you like to connect, gathering spaces, etc.)	What is the best thing Carthage could do to draw people downtown (spend time, shop, eat, etc.)	Are there other communities you have experienced that you think would be a better fit for Carthage? What do you like about those communities?	What would you like to see in 5 years?	
1	Historical, eclectic, up and coming.	Large park area with art seating nearby.	Walkability and potential.	Lack of restaurants and walkable kids activities.	Connectivity.	Relatively Safe.	The visual character has potential. The historical elements, and murals lend character. The thrift shops give a hip vibe. There is potential for new restaurants and play spaces and gathering areas for children that could make Carthage a really happening town. Think Pittboro.	All mentioned Above. Outdoor seating areas. Places to eat with game areas for kids (think Rec Room). One or two mid-high range restaurants-not too many. Maybe structure/open space near restaurants. Or something like Recs Corner.	Wish I had the capital to open one.	Pittboro, NC - Columbus, GA.	Walkable, restaurants, shops, safe, playground safe (a little sketchy down in lower area maybe more lighting or presence down there at Nancy Kaiser or expand school down there over the hill and relocate the play open space elsewhere).	
2	Courthouse, boring, dead on weekends	Nothing I would recommend. We don't have anything special.	Absolutely nothing. We need things to come to town.	Everything I'm seeing, nothing is special. I don't get a drink after 9pm anymore pretty much. No social gathering places. It's not a quaint town at all.	Eyestone	Safe	It's totally fine except construction right now	Businesses that get people out in the community like the Courthouse that is coming, need more businesses that matter, another park	Places to gather and have a beer	Southern pines	Quaint downtown sidewalk that actually want to walk down with shops not just lawyers offices. Similar to southern pines	
3	Busy, underdeveloped, potential	The old courthouse	Walkability and potential.	Lack of restaurants and walkable kids activities.	Other than the courthouse square the town aesthetics really do need an improvement.	Depends on when court gets out.	The traffic on McReynolds around Ray St can be congested, and the jaywalkers crossing from the parking lot to the business can be dangerous. Sometimes the pedestrians will just walk out into traffic expecting the vehicles to stop.	It really depends on what you are calling downtown. Courthouse square could def use better parking regulations, more pedestrian crossing signs. Monroe St corridor needs a complete overhaul in appearance.	Activities for the kids,	Caryl	The construction to be completed and cleaned up. More <b>family friendly venues</b> , maybe some nice shops not geared towards thrift or antiques.	
4	Busy, car-centric, full.	The upcoming brewery.	Unsafe.	All the traffic. Very unsafe for pedestrians.	Unsafe.	Highly, Extremely loud and busy.	Visually pleasing, but could use public seating and more welcoming features.	Less parking, more sidewalks on all streets that are ADA compliant, public seating, less room for cars/trucks.	Community gathering - food truck event on Martin Street after it is shut down to turn into an alley for community gathering.		Host events, have more of a nightlife after 5 p.m. create more space for community gathering - food truck event on Martin Street after it is shut down to turn into an alley for community gathering.	Quieter for pedestrians, more seating - especially for County employees during lunch break. Less parking in downtown and moved to back streets that are wider and not being utilized for parking now.
5	Chaotic, unorganized, hectic	The small shops if there was adequate parking	Safety	No problem	No problem	Total headache	Unorganized. No flow	Better restaurants	Better restaurants	Pittboro for the	Not to look so shabby	
6	Home town, Friendly, Courthouse	The wonderful shops downtown	The friendly atmosphere	Buggy town coffee	I wish it was more safe to walk downtown. I also don't love the construction of this day street from one place to the next. It has some really cute historical sites but certain businesses (see above) can make it feel like it may be unsafe.	I don't love it	I think it will improve once the ugly courthouse is finished	A family friendly park on other side of town would be nice	Places to eat	Southern pines, the downtown atmosphere is incredible there so welcoming	More places to eat and shop	
7	Cute, quaint, clean	The boutique shops and future brewery	The boutique shops and future brewery	The pawn shop, vape store, and bonds business	During the day completely safe, early morning or evening I am picky about days and times to go downtown	Don't modernize, it leave it historical but it doesn't hurt to clean up some of the buildings that are falling apart. Would be better without some of the "sketchy" businesses	More dine in restaurants, make it less appealing for us who live in Carthage to have to go to southern pines for dinner or date night	Southern pines: tons to do (Shop, drink, dine, be outside, safe walking, no sketchy businesses on the main streets where people choose to hang out)	A historical southern pines. Keep the small town charm and history but with things to do. The brewery is a good start!			



# COMMUNITY INPUT SURVEY

## VISUAL PREFERENCE STUDY

In addition to garnering feedback on the existing infrastructure of Carthage and conducting the online survey, a visual preference study was conducted to assess what aesthetic characteristics residents tended to favor or disfavor. Citizens were presented images of streetscape conditions found in Carthage and communities of a similar scale and character, and were asked to respond if they had a positive or negative reaction to the images. These responses helped to inform design decisions for envisioning improvement to Carthage's downtown environment. Survey results are included in the appendices, see page 34.

## OVERALL TAKE-AWAYS

Respondents to the land use analysis revealed a desire for new development downtown, including retail, dining, and mixed use housing opportunities. Streetscape feedback highlights opportunities to enhance downtown walkability and accessibility. The online survey revealed trends of what improvements and preservation residents would like to see in Carthage. The visual preference survey votes demonstrate a vision for the town to enhance community safety and downtown vibrance.

The highway bisecting the town interrupts pedestrian accessibility and enjoyment. Parking spaces adorn much of the road and the courthouse circle. These characteristics make downtown Carthage feel more car-centric than people-minded. Addressing these concerns with new paving, landscaping, and safety improvements aim to create a more vibrant and inviting downtown environment.

IMAGE	POSITIVE REACTION	NEGATIVE REACTION
	8	4
	7	4
	13	1
	8	5

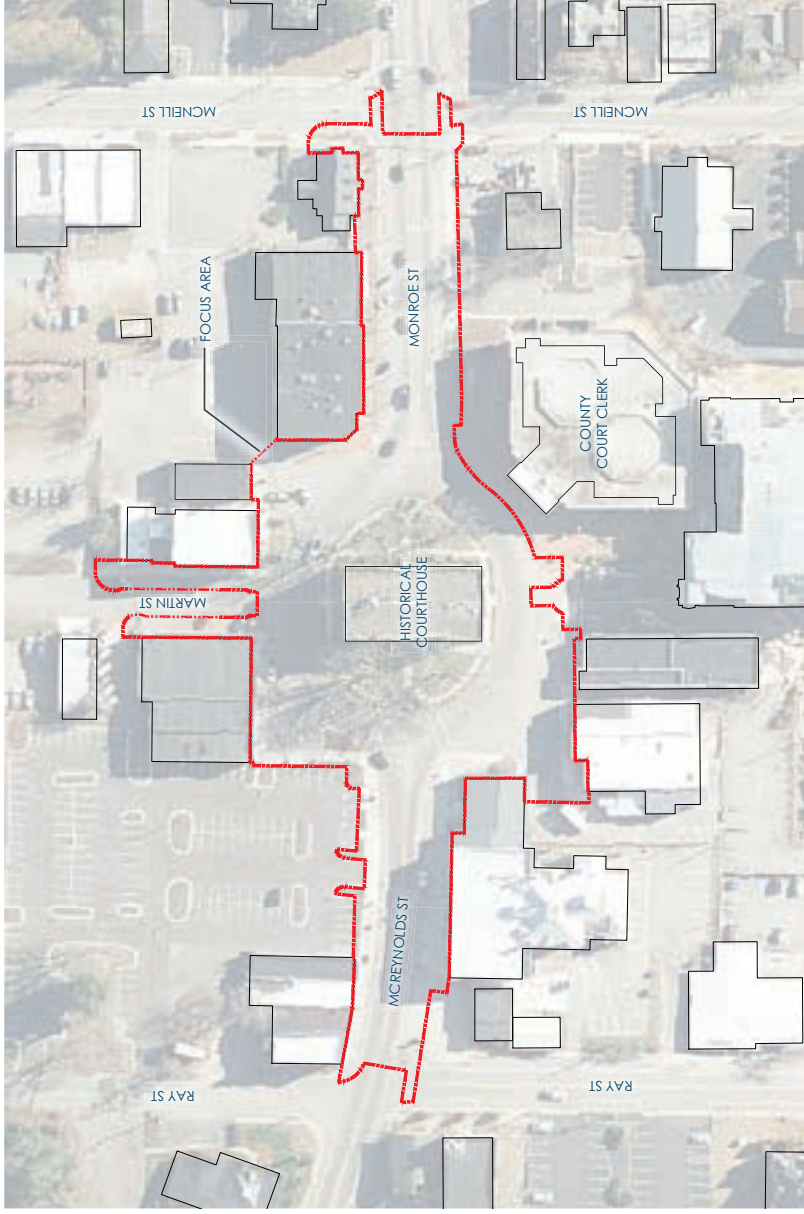
IMAGE	POSITIVE REACTION	NEGATIVE REACTION
	13	1
	1	13
	11	2

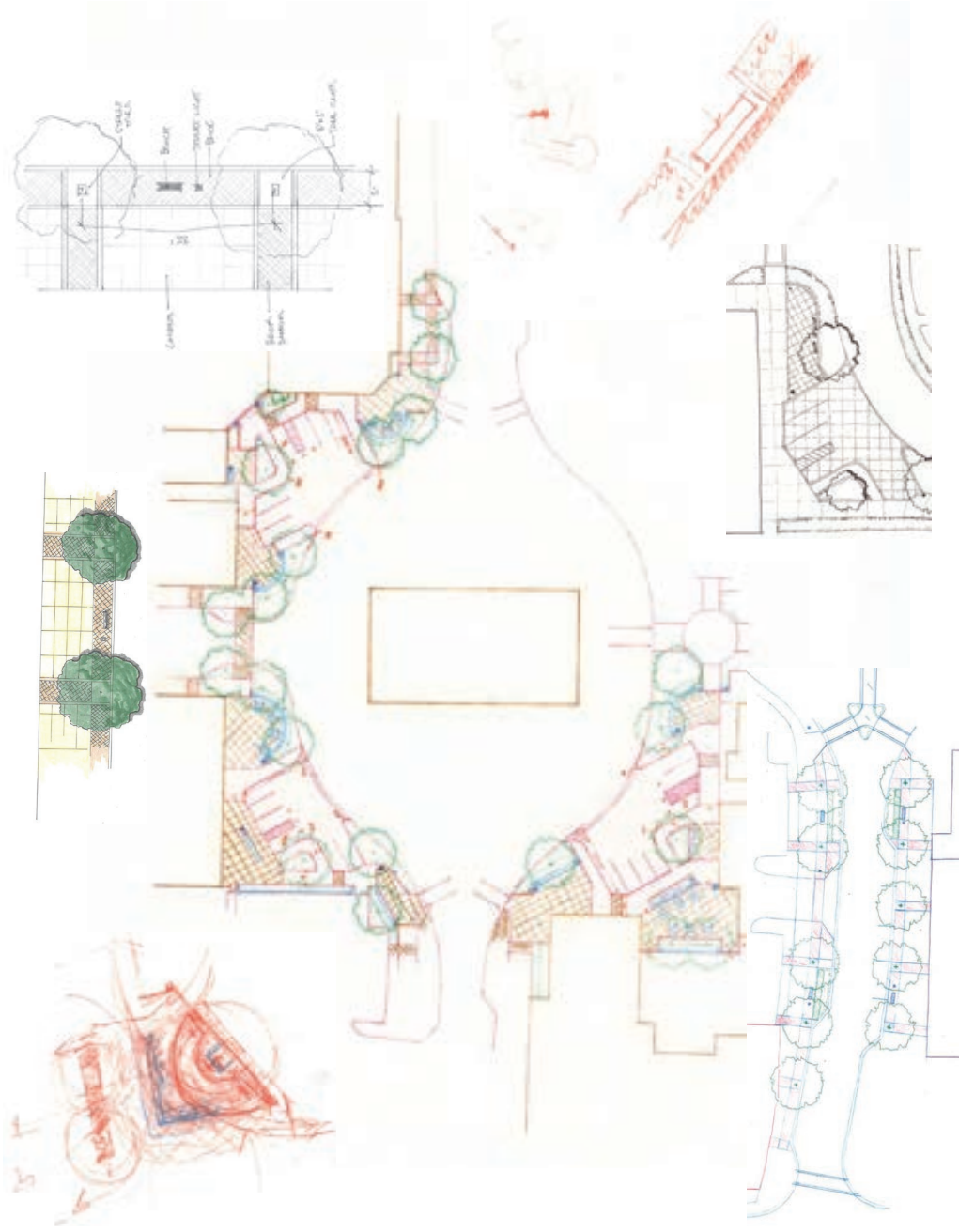


## DESIGN PROCESS

### DEFINING THE AREA OF FOCUS

Community feedback directed our focus towards the heart of downtown and the area around the courthouse circle, outlined in red. Designing at this scale enabled the team to produce a more accurate vision of the future enhancements, programming, and the estimated cost of enhancing this focus area in downtown Carthage.





# DESIGN PROCESS

## CONCEPT DEVELOPMENT

Multiple concept plans were developed for the downtown circle and adjacent streetscapes for further public review. These concepts were produced utilizing the feedback we receive from the public input meetings and through coordination with NCDOT and Kimley Horn. We presented three options for the downtown center improvements—maximize parking, remove parking, or a hybrid of the two. The concept plans presented can be found in the appendices, see page 34.

Proposed street adjustments and dimensioning was discussed with NCDOT to ensure our vision conformed with their standards and future plans for Highway 24/27. Kimley Horn conducted a parking and mobility study for Carhage concurrently with Koontz Jones Design's development of the downtown master plan. Their recommendations helped guide the design proposals for parking, street circulation, and pedestrian accessibility in the master plan.



# CARTHAGE DOWNTOWN MASTER PLAN

## OVERALL VISION

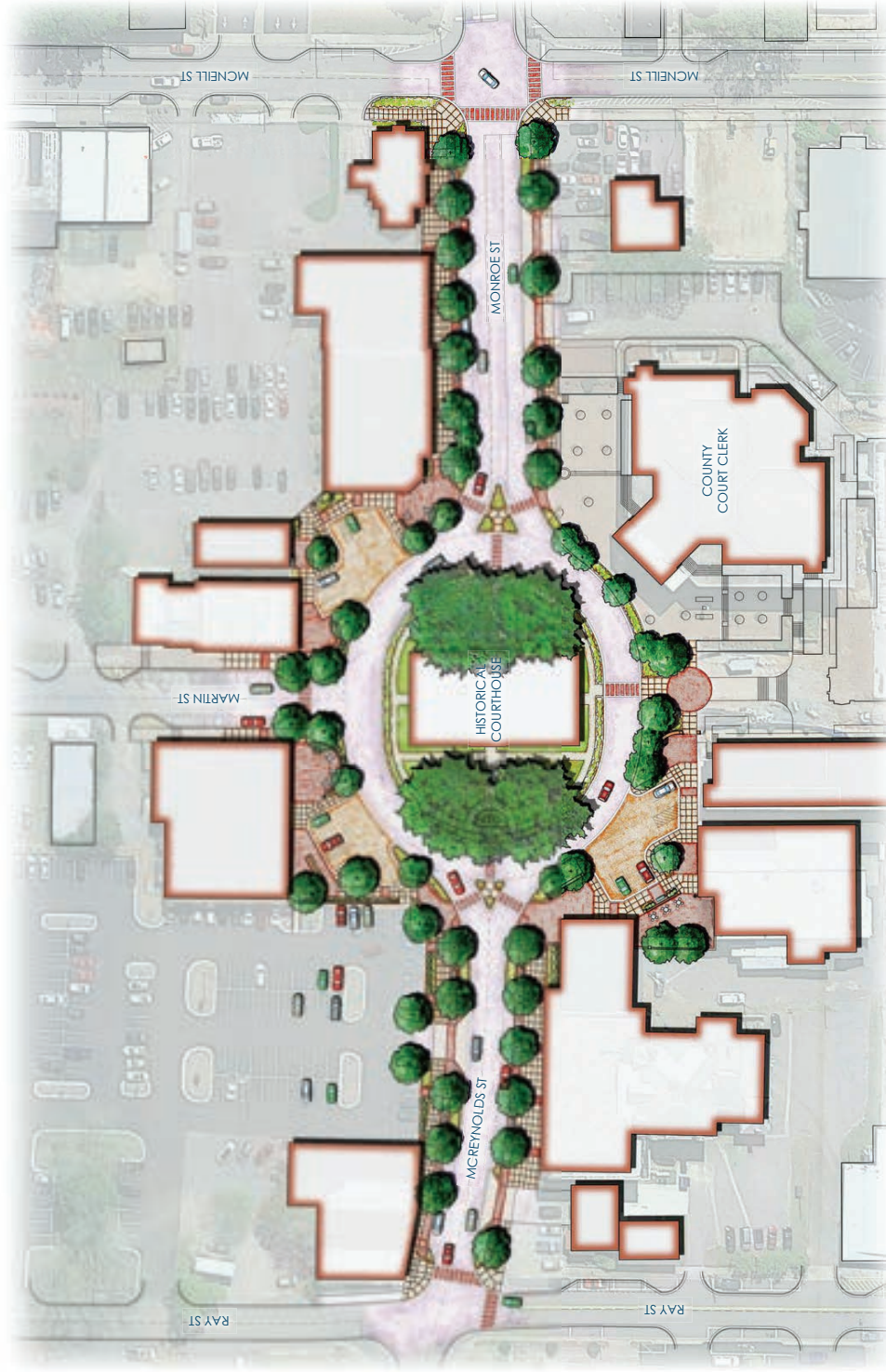
After presenting the three concepts in public input meetings, then to the planning board, and lastly to the board of commissioners, the full parking option was selected.

After this selection, additional design was undertaken to refine the downtown master plan and the final vision for the courthouse circle was developed. This plan will enhance the courthouse area, the heartbeat of Carthage, encouraging future investment and community interaction.

Carthage is a town of culture and community involvement. The new downtown master plan incentivizes people to gather around the historic courthouse circle to work, shop, dine, and participate in local events throughout the year.

McReynolds Street and Monroe Street have been modified with corner bulb-outs, protected parallel parking, pedestrian refuge islands, and improved crosswalks. These changes will slow down vehicular traffic, increase pedestrian safety and accessibility, and further beautify the area.

Sidewalks will be repaved and accented with brick. Pedestrians will find streets adorned with planter pots, ornamental street lights, shaded benches, and convenient access to trash receptacles.



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE





# CARTHAGE DOWNTOWN MASTER PLAN

## DOWNTOWN CENTER

The corners around the courthouse circle have been redesigned to provide safer parking and expanded gathering spaces for shopping, dining, and socializing. These spaces will be adorned with additional seating, low accent walls, new plant beds, and will be ornamented with brick paving.

These refurbished spaces will also feature pervious paving parking areas and ADA accessible stalls. Vehicular traffic for the parking lots behind adjacent buildings will be redirected through other existing access points.

Pedestrian access to the courthouse will be redirected through pedestrian refuge islands for increased safety. The McConnell Memorial will be relocated closer to the courthouse to accommodate the new crosswalk and will be accented with additional vegetation to highlight the historic landmark.



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE



# DOWNTOWN IMPROVEMENTS

## SHOPPING PLAZAS



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE







# DOWNTOWN IMPROVEMENTS

## SAFE PARKING ACCESS



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE



# DOWNTOWN IMPROVEMENTS

## OUTDOOR GATHERING



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE



KOOITZ  
JONES  
DESIGN



# DOWNTOWN IMPROVEMENTS

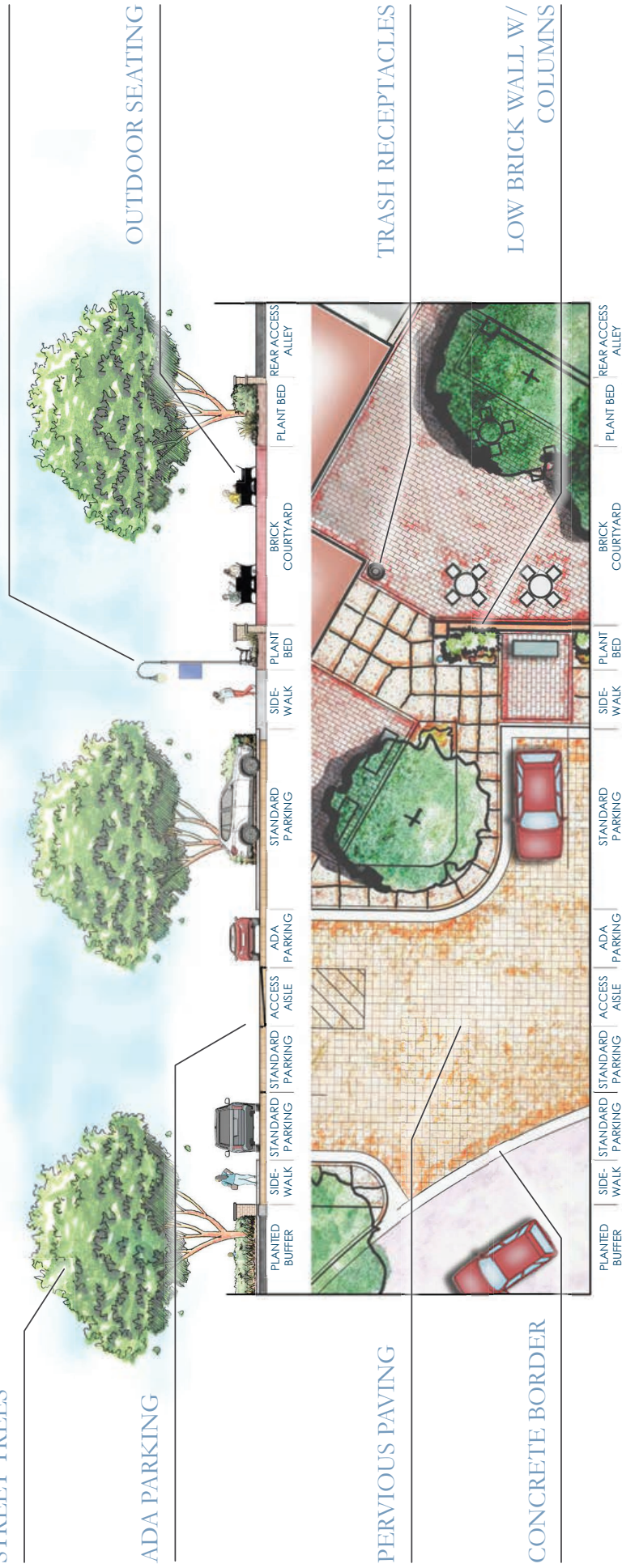
## OUTDOOR GATHERING | CROSS SECTION

STREET LIGHT W/  
BANNER

STREET TREES

ADA PARKING

OUTDOOR SEATING



PERVIOUS PAVING

CONCRETE BORDER

TRASH RECEPTACLES

LOW BRICK WALL W/  
COLUMNS



# DOWNTOWN IMPROVEMENTS

MCREYNOLDS STREET



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE





# DOWNTOWN IMPROVEMENTS

## MCREYNOLDS STREET | CROSS SECTION



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE



# DOWNTOWN IMPROVEMENTS

## MONROE STREET





# DOWNTOWN IMPROVEMENTS

## MONROE STREET | CROSS SECTION



THIS RENDERING IS ILLUSTRATIVE ONLY AND IS SUBJECT TO CHANGE





# PROPOSED HARDSCAPE

## PAVING PATTERNS

Downtown sidewalks will be paved with concrete and feature a brick band running along the street side edge of the walk. The brick band will also cross through the sidewalk, in line with street trees. Courtyards and seating areas will be paved with brick.



BRICK AND CONCRETE SIDEWALKS



BRICK COURTYARDS

## CROSSWALKS

Crosswalks will be a hybrid of stamped asphalt and thermoplastic striping. Utilizing the thermoplastic striping will ensure crosswalk visibility as the stamped asphalt fades between restamping cycles. Crosswalks connecting to the historic courthouse through McReynolds Street and Monroe Street will feature pedestrian refuge islands to slow down traffic and increase overall safety.



PROPOSED CROSSWALKS



PEDESTRIAN REFUGE





# PROPOSED LANDSCAPE

## STREET TREES

Street trees are to be of native variety and hardy to zone 7. The following species are proposed for downtown Carthage:

'ENDURANCE' COMPTON OAK | QUERCUS COMPTONIAE

'GREEN SPRING' OVERCUP OAK | QUERCUS LYRATA 'DALONEGA'

ACER RUBRUM | CAROLINA MAPLE

CARPINUS CAROLINIANA | AMERICAN HORNBEAM

Other species consistent with the aforementioned criteria may be acceptable for selection.



'ENDURANCE' COMPTON OAK



CAROLINA MAPLE

## PLANT BEDS

Plant beds should feature a variety of low-growing, hardy, native shrubs and grasses. Annual plants can accent the courthouse and planter pots to add seasonal color to the area.



NATIVE PLANT BEDS



ANNUAL COLOR



## PROPOSED FURNISHINGS STREET LIGHTS

Proposed streetlights will match existing lighting in Carthage which include pole banners to promote festivals, concerts, events, etc. An alternate option would feature ornamental pendant lighting heads.



STREET LIGHTS WITH BANNERS



ORNAMENTAL STREET LIGHTS

## BENCHES

Steel benches will feature horizontal slats and will be wide enough to site 2-3 people. Style will reflect the image shown. Alternative steel or wood benches may feature vertical slats and be shorter to accommodate only two people. Benches will be permanently mounted to the hardscape.



6' STEEL BENCH



5' BENCH

# PROPOSED FURNISHINGS

## PLANTER POTS

Larger concrete planter pots offer increased space for adding color to the streetscape. The concrete planter pots that are currently found downtown can also be preserved to supplement these larger planters.



CONCRETE PLANTER POTS



EXISTING PLANTER POTS



# TRASH RECEPTACLES

Steel trash receptacles are an economic option for keeping the downtown area clean and match the character of the architecture. These proposed receptacles feature optional rain bonnets. Additional funding could be utilized to add solar-powered trash compactors in select locations to promote the town's commitment towards sustainability.



COVERED STEEL TRASH RECEPTACLES



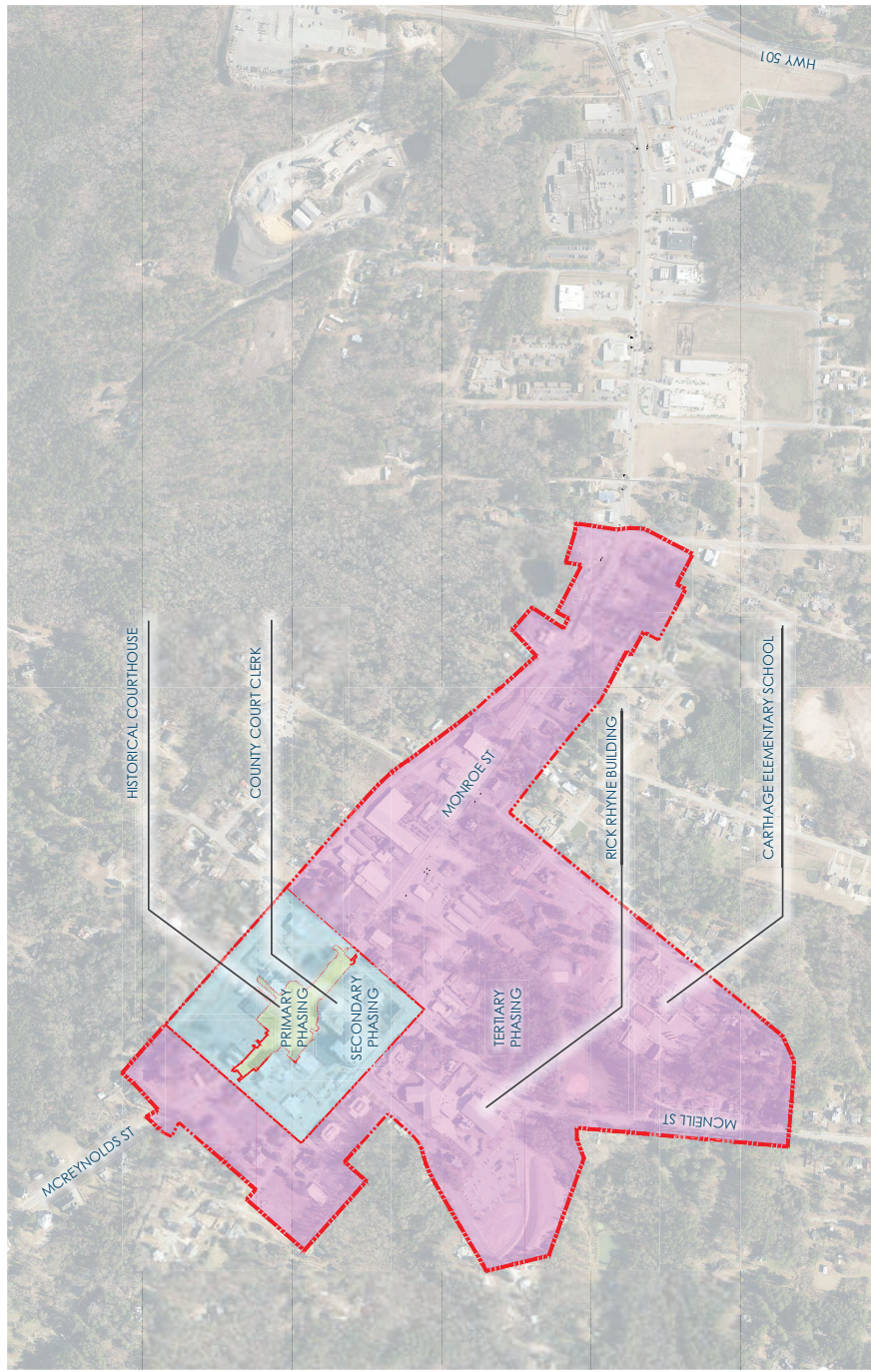
SOLAR-POWERED TRASH COMPACTING RECEPTACLE



# FUTURE IMPROVEMENTS

## EXPANDED PHASING

Once downtown redevelopment has been completed, further improvements throughout Carthage can follow in its footsteps. Improved sidewalks, roads, parks, pedestrian use areas, etc. can follow the design recommendations outlined in this document as a precedent for enhancing town safety, accessibility, and visual character.



## FUTURE IMPROVEMENTS ADOPTED PLANS

The recommended improvement outlined in this document follow recommendations and guideline indicated in the Comprehensive Land Use Plan and the Comprehensive Bicycle and Pedestrian Plan. These three documents should be used as a guide for planning and implementing future development throughout the town of Carthage.



2040 LAND USE PLAN



BIKE & PEDESTRIAN PLAN





---

## APPENDICES

- 1 SITE INVENTORY pp. 33-36
- 2 COMMUNITY INPUT SURVEYS pp. 37-50
- 3 DESIGN CONCEPTS pp. 51-56



## SITE INVENTORY

### SITE VISIT - CARTHAGE

We conducted a visual inventory of the existing downtown area in Carthage. This process included site visits to the downtown and surrounding neighborhoods. The imagery captured provided information on existing conditions of hardscape, landscape, and site layout in the area.



MCREYNOLDS SIDEWALKS



COURTHOUSE ACCESS



CORNER PARKING



PARALLEL PARKING



CROSSWALKS



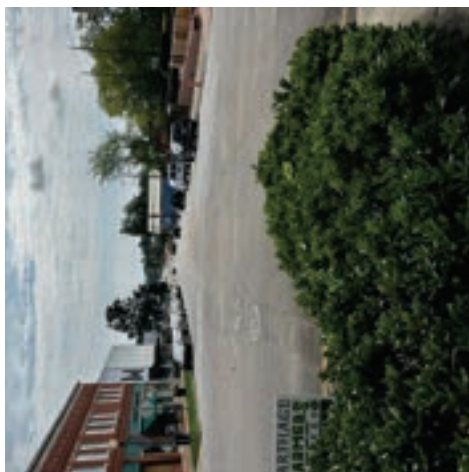
MARTIN STREET



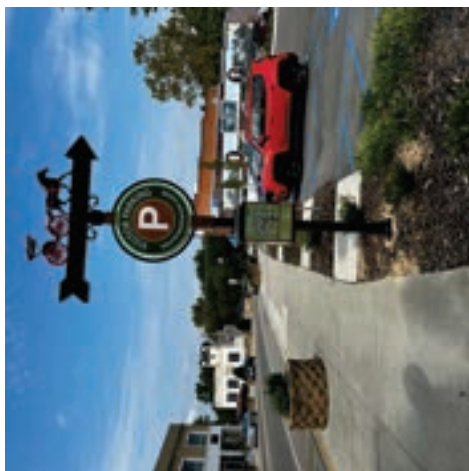
PARKING LOT ACCESS



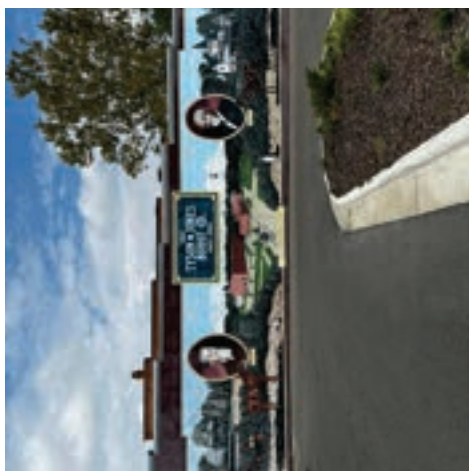
# SITE INVENTORY



MONROE STREET



WAYFINDING



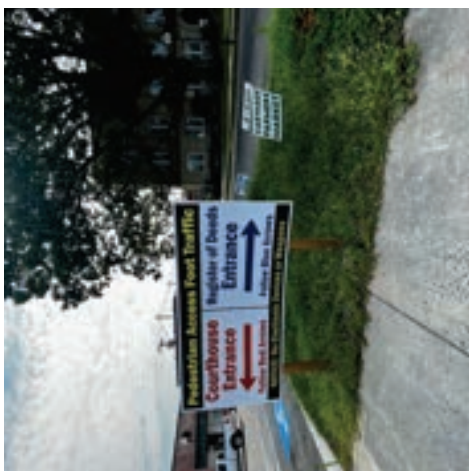
MURALS



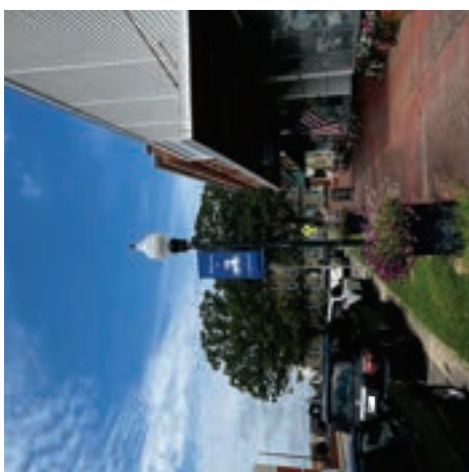
ASPHALT WALKS



STREET FURNISHINGS



TEMPORARY SIGNAGE



STREETScape



## SITE INVENTORY

### SITE VISIT - PITTSBORO

An additional visual inventory was conducted in downtown Pittsboro. This process included site visits to the downtown and surrounding neighborhoods. The imagery captured provided information on existing conditions of hardscape, landscape, and site layout in the area. This inventory provided insight how a community similar in scale and layout to Carthage has made improvement to its downtown in recent years.



OUTDOOR DINING



CROSSWALKS



BRICK SIDEWALKS



LOW ACCENT/SEAT WALL



CORNER PARKING



COURTHOUSE ACCESS



ELEVATED STAGE

# SITE INVENTORY



CONCRETE ALLEY



ADA ACCESS



STEP TRANSITIONS



BIKE RACK



PEDESTRIAN REFUGE



STREET FURNISHINGS



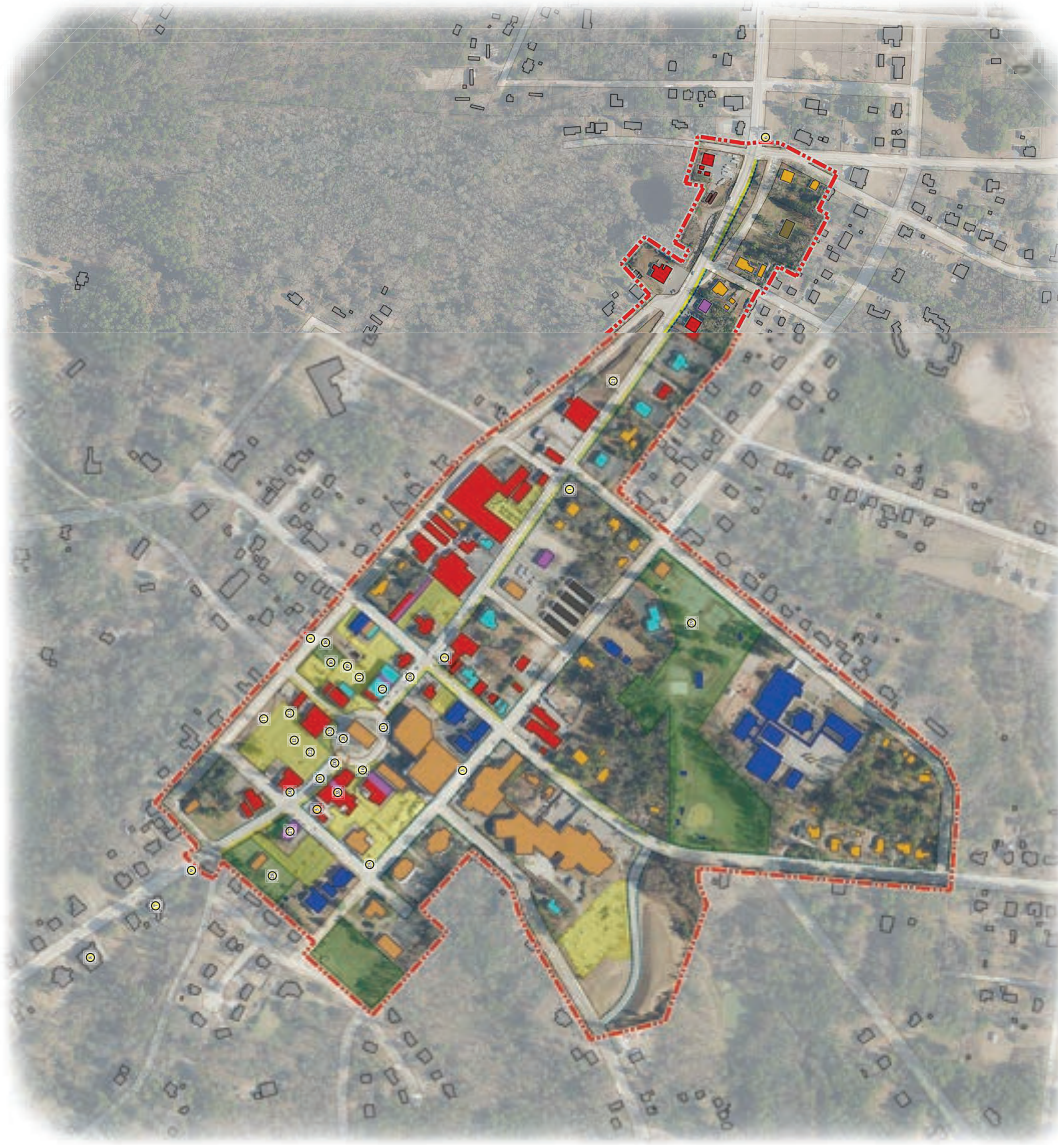
PERVIOUS PAVING



# COMMUNITY INPUT SURVEYS

## LAND USE - PIN MAP

1. Bed & Breakfast/Food Truck Court/Street Crossing
2. Park/Public Space/Fountain
3. Private Parking for Attorneys/Courthouse Guests Taking Street Parking
4. Barret Bypass
5. Post Office Destination
6. Sidewalk to Hardees from Vass/Carthage Road
7. B & B
8. Church
9. More Sidewalks
10. Odd Green Space/More Trees
11. More Green in Parking Areas
12. More Green in Parking Areas
13. More Green/More Shade Awnings
14. More People/Walkable to Downtown
15. Dangerous Crossing/Need Crosswalks
16. Businesses close at 5 on Weekends
17. Before 5 traffic to Parking Lot
18. Box Library Well Used
19. Private Parking Area
20. Pedestrian Signals
21. More Trees
22. Public AED
23. Public Restroom Downtown
24. Limit Crossings
25. Truck Route
26. Mixed Use/Vertically Integrated/Increased Walkability
27. Local Restaurants
28. Farmer's Market Locations/Utilities and facilities to facilitate a farmer's market
29. Kiser Park/Outdoor Concerts/Farmer's Market
30. Remote Streetside Parking @ Intersection
31. More Small Retail/Hallmark Movie
32. People Parking All Day Clogging Parking
33. Upgrading downtown buildings for Restaurants could lead to Fire Code Issues
34. Need Drugstore/Grocery
35. Need Affordable Housing



\*MAP PRESENTED DURING PUBLIC INPUT SESSION



# COMMUNITY INPUT SURVEYS

## STREETSCAPE - PIN MAP

1. McReynolds Street Start
2. Need more lighting on McReynolds St., for increased pedestrian traffic
3. Like having Sidewalks – Helps Business
4. Provide A.E.D.'s Around Downtown
5. Have Sidewalk Exits Align with Crosswalks
6. Build Public Restroom
7. Protect Open Wall for Mural
8. Add Another Crosswalk
9. Add Sidewalk
10. Need Sidewalk, Both Sides
11. Need Shade
12. Cross Needs to be Safer, Especially at Night
13. Add sidewalk on N. Side of McNeill from Rockingham to Carter Way
14. No Additional Crosswalks, Low Visibility Around Curves
15. Get Rid of Parking at Corners of Round-A-Bout
16. Convert into Plaza for Businesses
17. Congested Traffic, Dangerous for Pedestrians
18. Streetside Parking Negatively Impacts Visibility and Pedestrian Safety
19. Park is Underutilized, Bring in more Events
20. Improve Lighting and Trails
21. Add Sidewalk to McReynolds
22. Remove Corner Parking, Convert to Pedestrian Area
23. Crosswalks, More Lighting
24. Reduce Parking on Streets, Particularly Near Corners
25. Make Intersection Safer, Move Parking Away
26. Revitalize/Redesign Nancy Kiser Park
27. Promote Community Engagement; Support Farmers Market; Brewery, etc.
28. Parking Ingress/Egress Gets Congested and Has Low Visibility
29. County Administration Takes up Too Much Space, Make Way for Growth
30. Make Storefront Parking Go Away, Bring in Benches, Plaza Space, etc.
31. Crosswalks not Safe Enough
32. Need Crosswalk @New Courthouse
33. One-Way Traffic should be Changed/Addressed
34. Road Too Wide, Have to Watch for Cars & Pedestrians Over Large Area
35. Make Saunders St More Inviting, Connect from Brewery to Nancy Kiser Park
36. Revamp Public Pool, Currently Unused
37. Remove Vehicle Use/Storage Businesses, move to Better Utilize Space
38. Add Trail Connecting Park to Air Museum
39. Add Trail Through New Development, Promote Access to/through Parks



\*MAP PRESENTED DURING PUBLIC INPUT SESSION



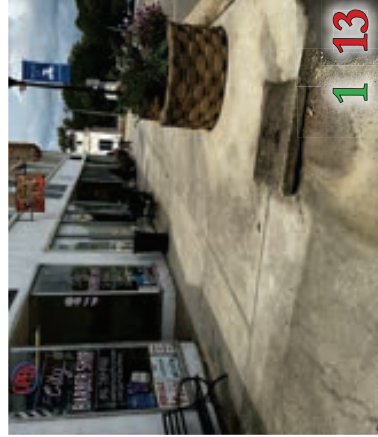
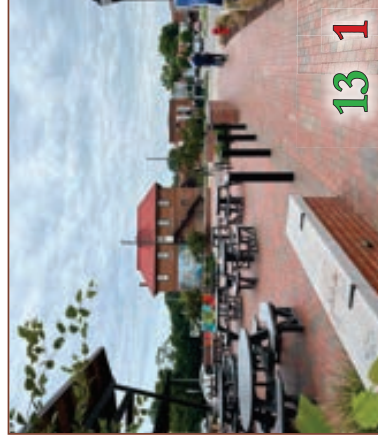
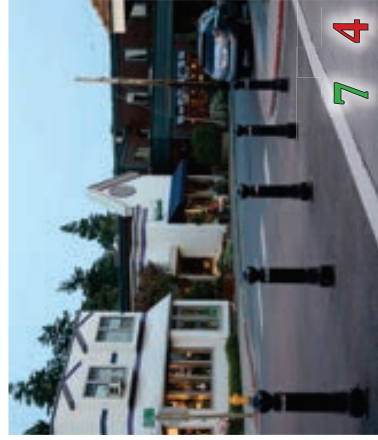
KOONTZ  
JONES  
DESIGN

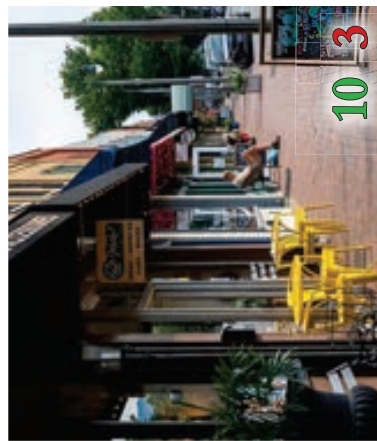
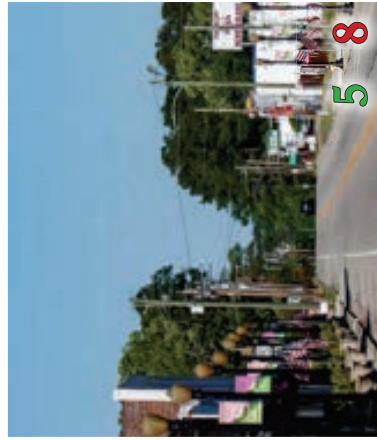
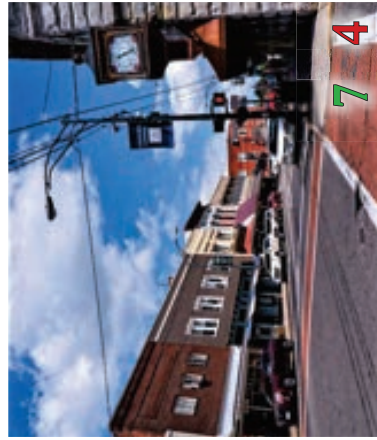
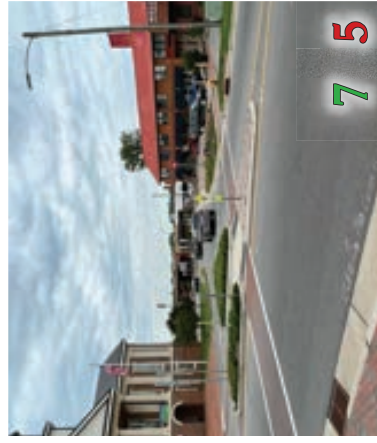
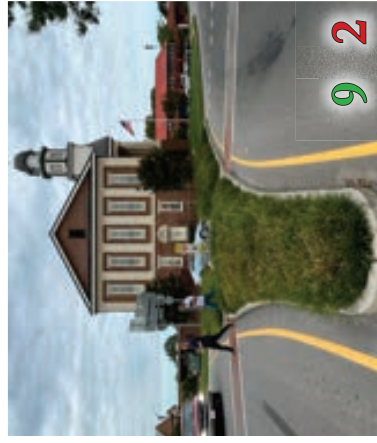


# COMMUNITY INPUT SURVEYS

## VISUAL PREFERENCE SURVEY

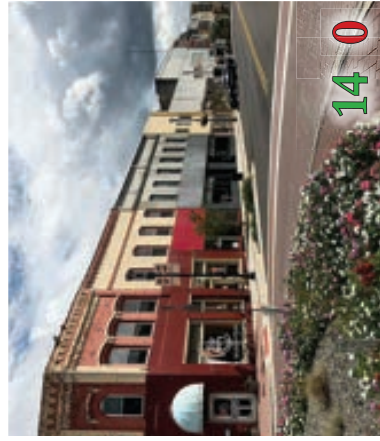
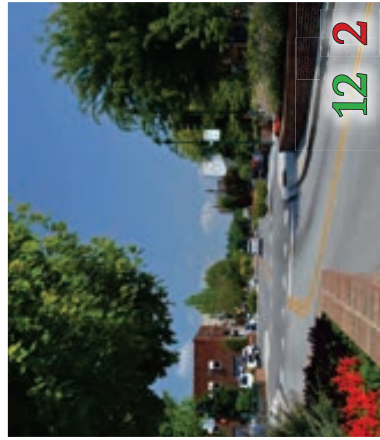
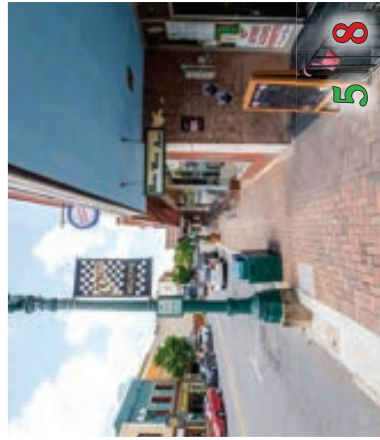
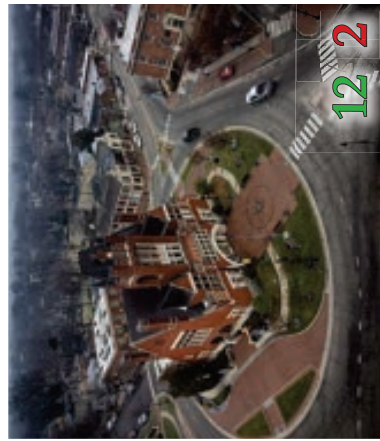
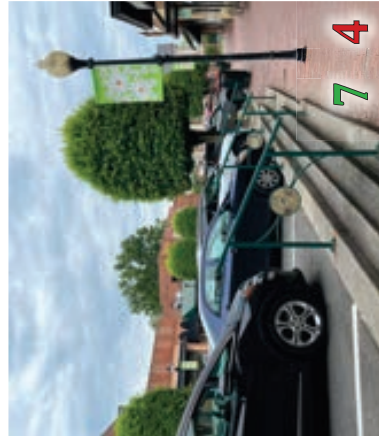
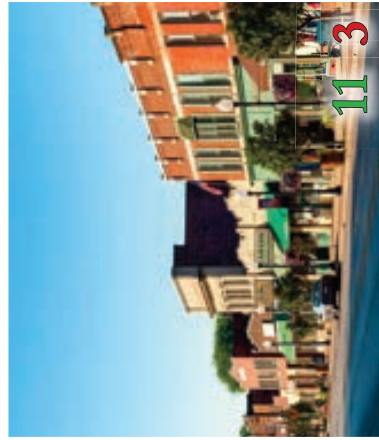
The following images were utilized in a visual survey held for the public to provide their reactions to an array of general aesthetic characteristics found in small downtown areas. Votes were marked as either "positive" or "negative." The number of votes for each are marked in green and red, respectively.







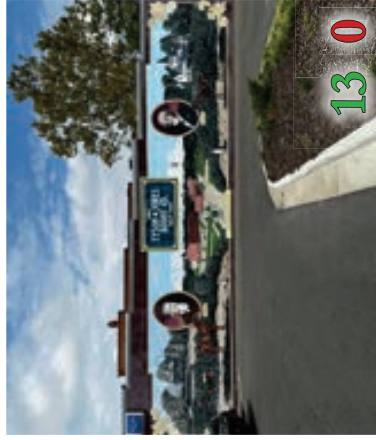
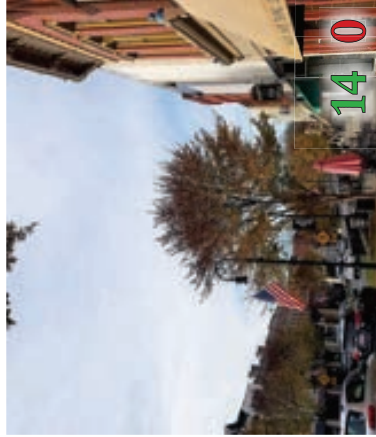
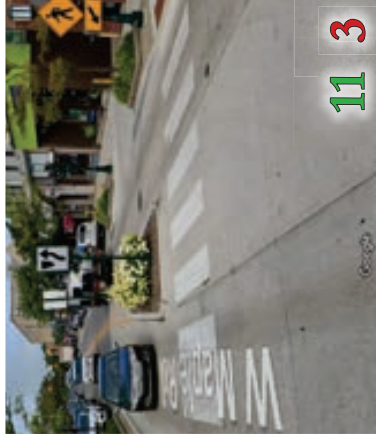
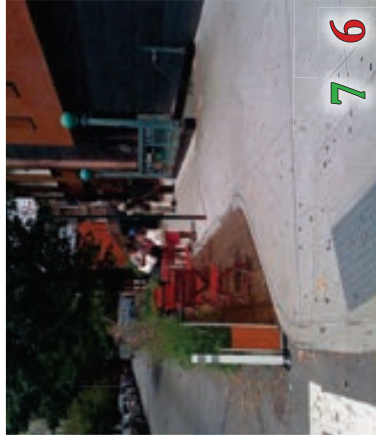
# COMMUNITY INPUT SURVEYS







# COMMUNITY INPUT SURVEYS

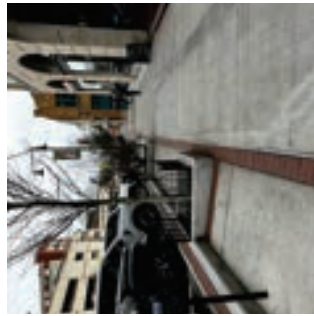




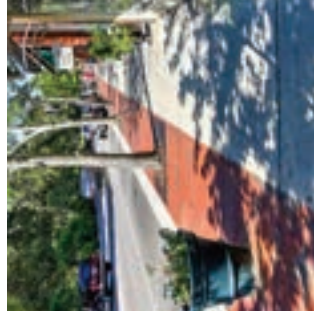
# COMMUNITY INPUT SURVEYS

## FURNISHINGS PALETTE SURVEY

The following images were utilized in a visual survey held for the public to vote on streetscape furnishings and materials that they favor (green), felt neutral toward (yellow), or disfavored (red).



## PAVING PATTERNS



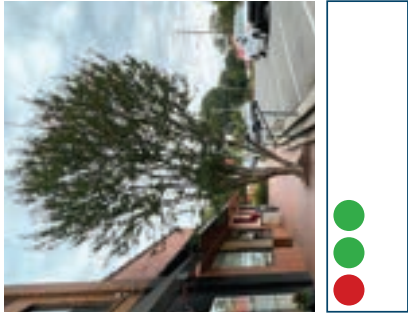
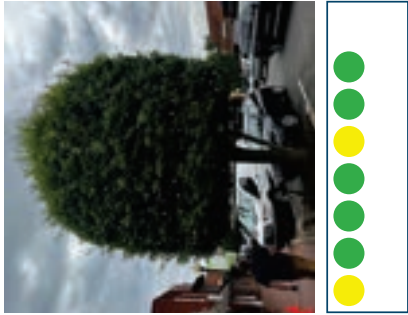
## CROSS WALKS





# COMMUNITY INPUT SURVEYS

## PAVING PATTERNS



## CROSS WALKS





# COMMUNITY INPUT SURVEYS

## STREET LIGHTS



## BENCHES





# COMMUNITY INPUT SURVEYS

## PLANTER POTS



## TRASH RECEPTACLES





## COMMUNITY INPUT SURVEYS

### IN-PERSON & ONLINE SURVEY

#### QUESTION:

To me, “quality development” means: (Check all that apply)

- 17 Good architectural design
- 17 Walkable development
- 16 Good streetscape
- 14 Landscaping on site
- 12 Mixed-use development
- 10 Nice building materials
- 10 Parking that is close to where I am going
- 3 Parking that is not very visible

#### QUESTION:

What are your top priorities for downtown? (Choose up to three)

- 15 Historic preservation/reuse of existing buildings
- 15 Safe pedestrian and bike facilities (sidewalks, crosswalks, crossing signals, bike lanes)
- 10 Lighting
- 8 Façade improvements, building maintenance
- 8 Landscaping (plantings, street trees)
- 8 New public spaces, parks, plazas
- 8 Businesses with better/longer hours of operation
- 7 Festivals, events, and programs in downtown
- 7 Public restrooms
- 6 Seating, especially in the shade, and other furnishings (i.e., trash cans)
- 4 Parking
- 4 Renovation of public spaces, parks, plazas
- 0 More/better public art
- 0 Other (write in)



## COMMUNITY INPUT SURVEYS

### ONLINE SURVEY

#### QUESTION:

Please tell us an idea you have for Downtown Carthage to make it more appealing, vibrant, safe, or otherwise a great place to be?

- TRUCK DETOUR (NO LARGE TRUCKS DOWNTOWN)
- MORE SHADE TREES, CANOPIES, AWNINGS, TRELISES
- AT LEAST 8 FT SIDEWALKS
- MAKE SAFER FOR PEDESTRIANS
- INCREASE STREET LIGHTING
- B&B AT 310 MONROE STREET
- GATHERING PLACES
- MORE MODERN SHOPS & RESTAURANTS OPEN DURING THE WEEKEND
- UNIFORM COLORS, AWNINGS, PLANTINGS, ETC
- GOOD LIGHTING AND PLACES TO GATHER
- REMOVE STREET PARKING IN CIRCLE AREA
- MORE VARIETY IN SHOPS AND BUSINESSES
- DOING AN EVENT ONCE A MONTH (FOR EXAMPLE, FOOD TRUCKS & ENTERTAINMENT
- WE NEED PEDESTRIAN HAND SIGNALS AT BUSY CROSSWALKS
- DO NOT BYPASS DOWNTOWN WITH 24/27 – (I HAVE SEEN THAT IDEA RUIN DOWNTOWN AREAS IN SMALL TOWNS)



# COMMUNITY INPUT SURVEYS

## CONCEPT PLANS INPUT

**KEY**  
 GREEN: OPEN SPACE  
 BLUE: PARKING  
 YELLOW: HYBRID

Respondent	Concept A (Open Space) LIKES / DISLIKES	Concept B (Parking) LIKES / DISLIKES	Concept C (Hybrid) LIKES / DISLIKES
1	I like no parking around circle with more open space	Don't like parking around circle	Prefer no parking around circle but ok if it's strictly ADA
2	Like no parking on the circle		
3	The Bench seat – they can be branded by people that want to buy them. If there is brick work then bricks can be sold.		I like this one best – but remove the parking between martin and Monroe keeping the drive through for parking behind the building
4	Need to add drop off zone	Need to add pedestrian walkways on north and south sides of courthouse	
5	Add parking back – not ADA friendly	Add a barrier to funnel foot traffic to cross-walk	Please make bushes 3 ft high
6	Like the removal of parking but I would also remove the access to the parking and loading access – I'd consider same w/ Martin St.	Don't like parking in the circle	Don't like parking in the circle
7		Like plenty of parking plus more ADA parking	
8			I like the parking passthroughs. Would like to keep handicap in front but love the gathering spaces
9	Love this! This is what a historic downtown should look like.	Love that access to parking lot is removed. Feel like open space could be better if parking was decreased.	Love decreased parking. Would like access to parking lot removed
10	I like removing all the parking	I like closing the alley down. Don't like the parking	Don't like the access alley or the parking
11	I like no parking on the circle – more pedestrian friendly, like ped islands and blocking circle from ppl crossing everywhere	Don't like all the parking	Some parking ok

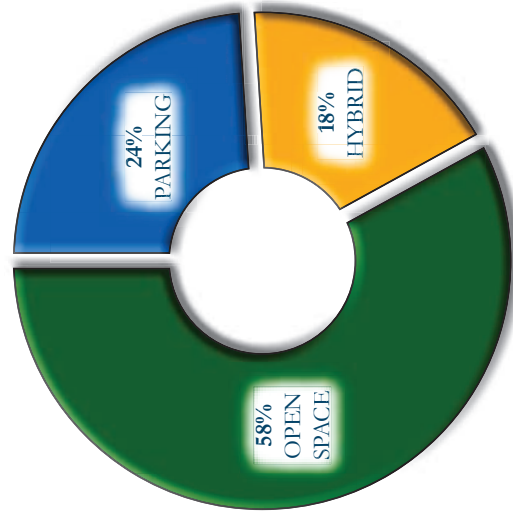




# COMMUNITY INPUT SURVEYS

## QUESTION:

“WHAT WOULD YOU LIKE TO SEE DOWNTOWN?  
(MORE PARKING, BETTER SIDEWALKS, CONNECTIVITY,  
GATHERING SPACES, ETC.)”

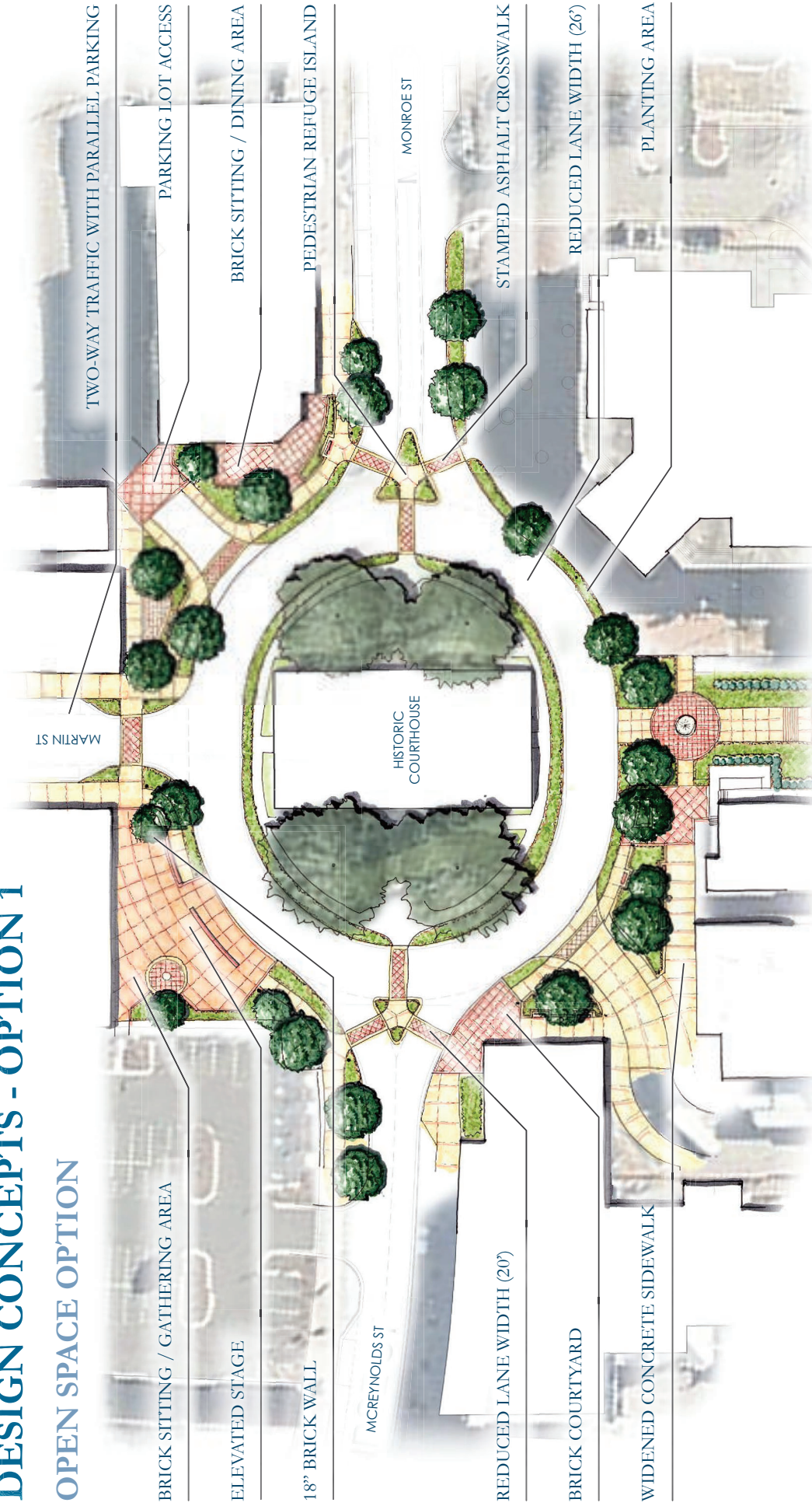


Count	Percentage	Survey Responses
109		SURVEY RESPONSES
17		RESPONSES WITH NO DISCUSSION RELATED TO OPEN SPACE, PARKING, OR DESIGN
92		RELEVANT RESPONSES
53	(58%)	FOCUS ON OPEN SPACE, GREEN SPACE CONNECTIVITY, REMOVAL OF PARKING
17	(18%)	FOCUS ON CONVENIENT PARKING, SIDEWALKS, LANDSCAPE, ACCESSIBLE PARKING
22	(24%)	FOCUS ON KEEPING OR INCREASING PARKING



# DESIGN CONCEPTS - OPTION 1

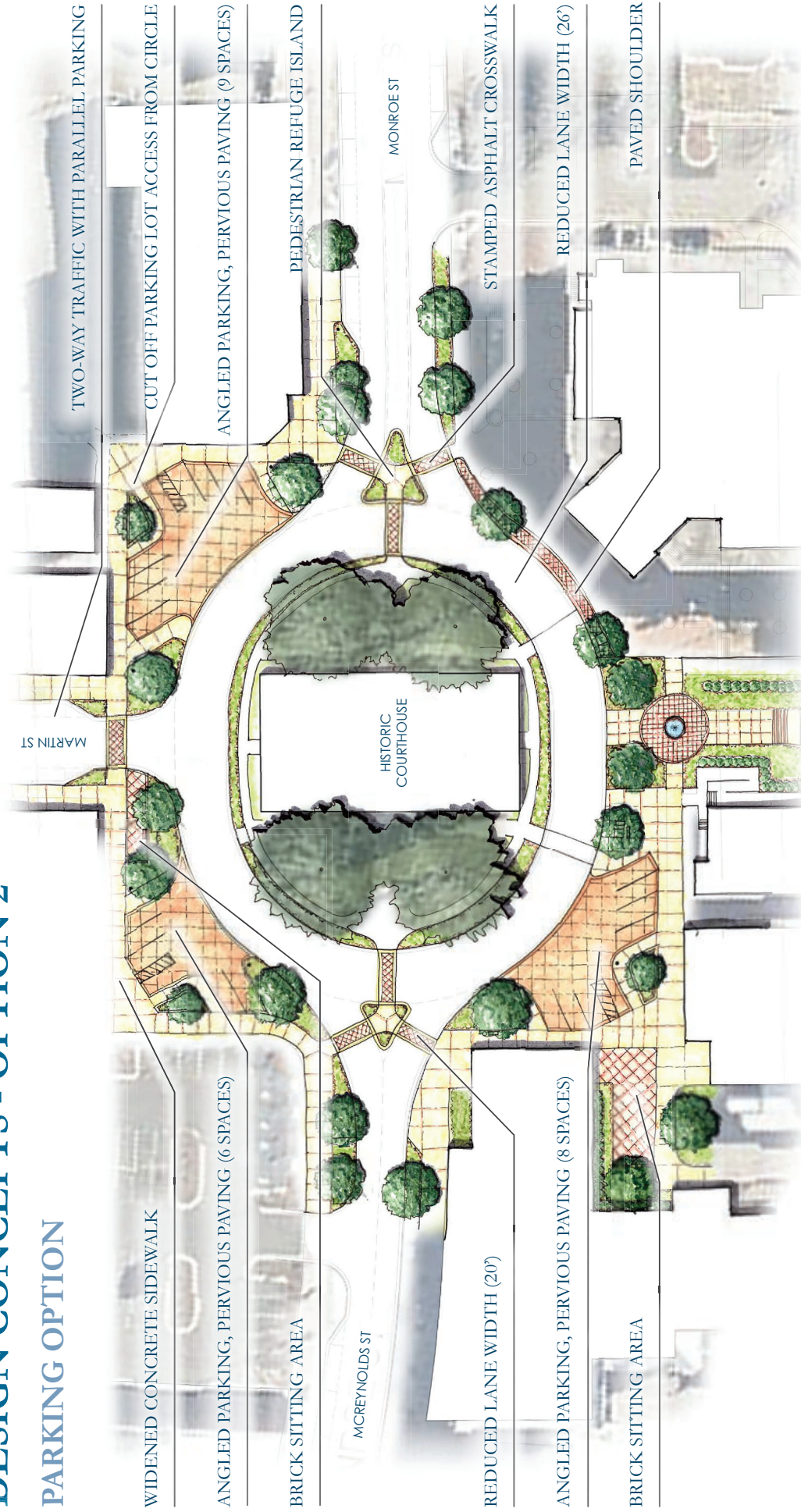
## OPEN SPACE OPTION





# DESIGN CONCEPTS - OPTION 2

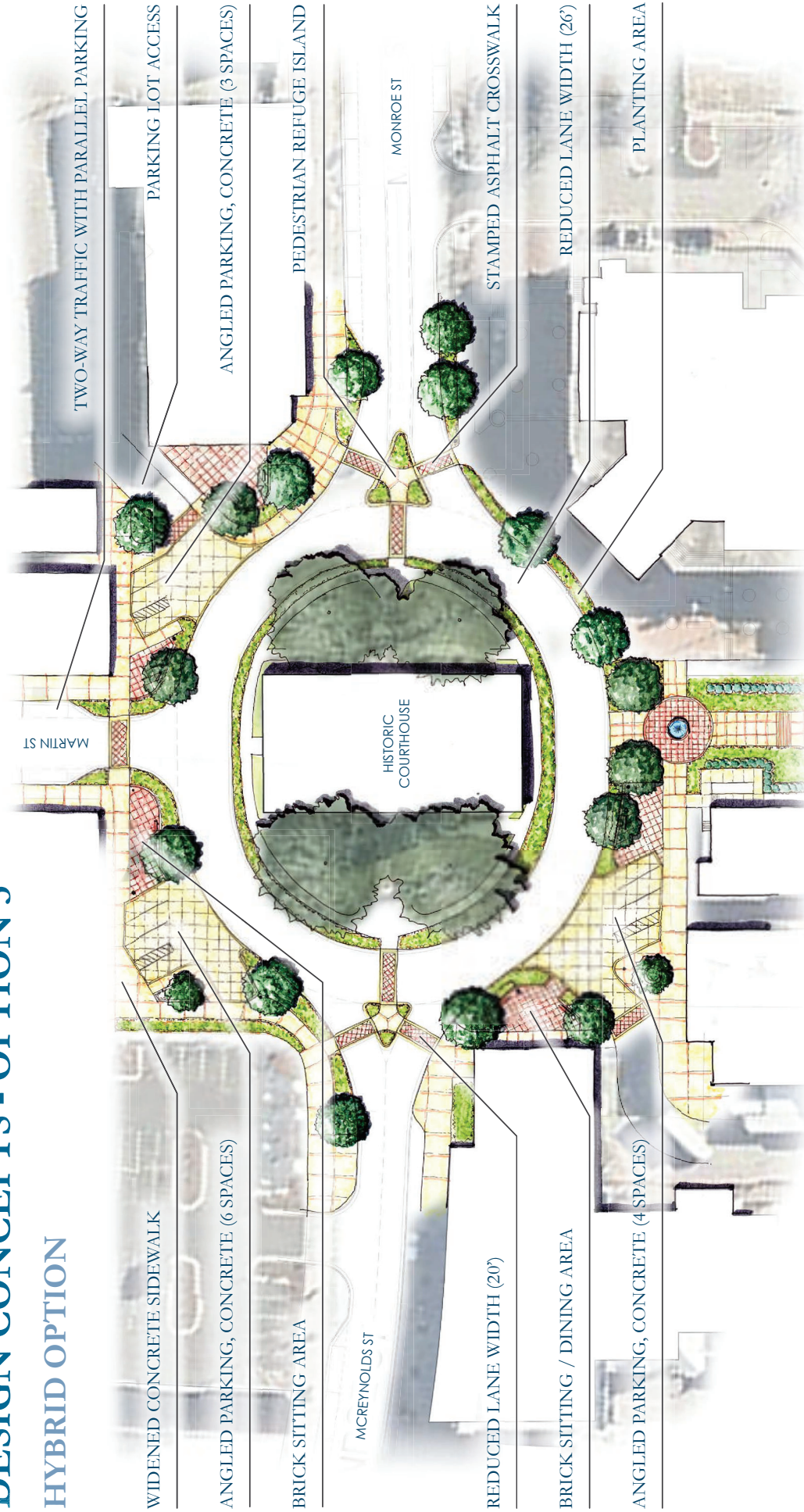
## PARKING OPTION





# DESIGN CONCEPTS - OPTION 3

## HYBRID OPTION





# DESIGN CONCEPTS

## STREETSCAPE OPTION "A"

STEEL BENCH

STREET LIGHT

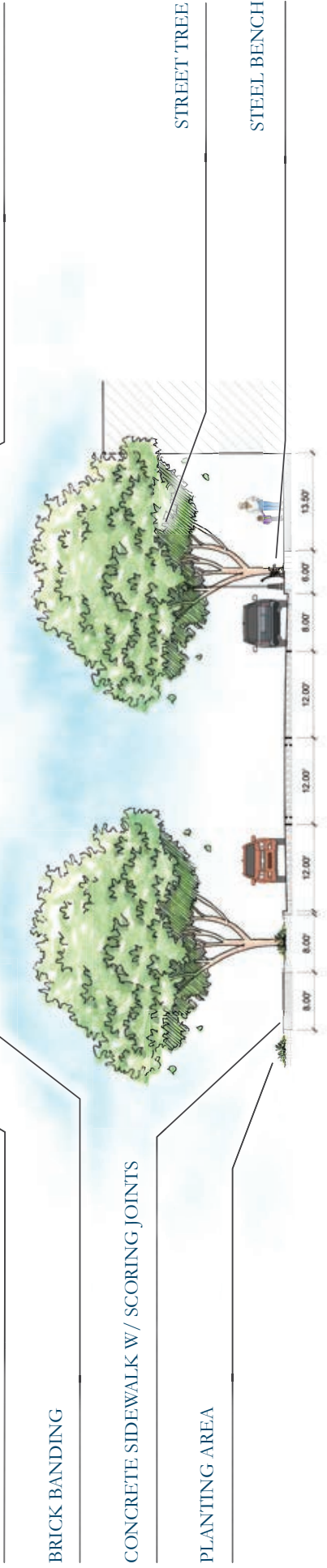
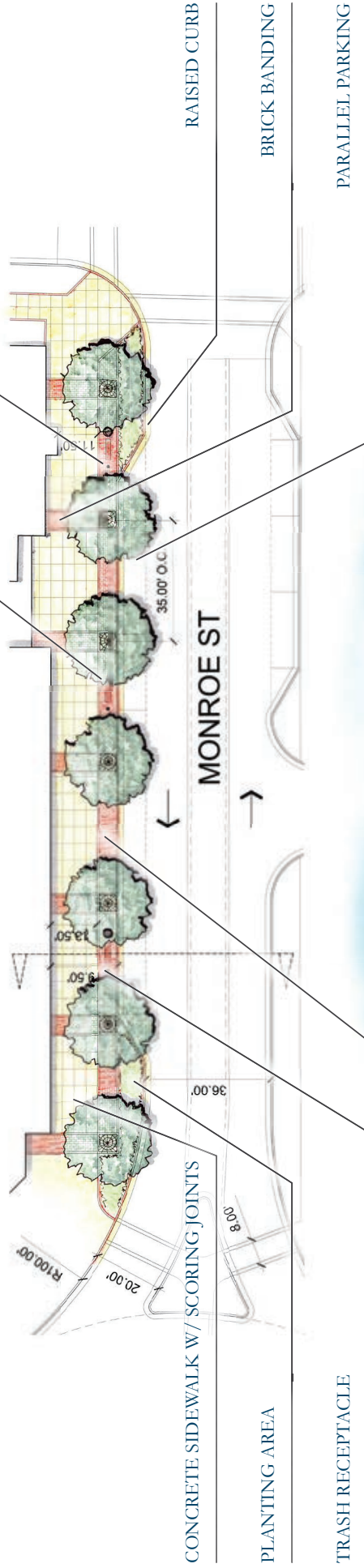
RAISED CURB

BRICK BANDING

PARALLEL PARKING

STREET TREE

STEEL BENCH





# DESIGN CONCEPTS

## STREETSCAPE OPTION "B"

STEEL BENCH

STREET LIGHT

RAISED CURB

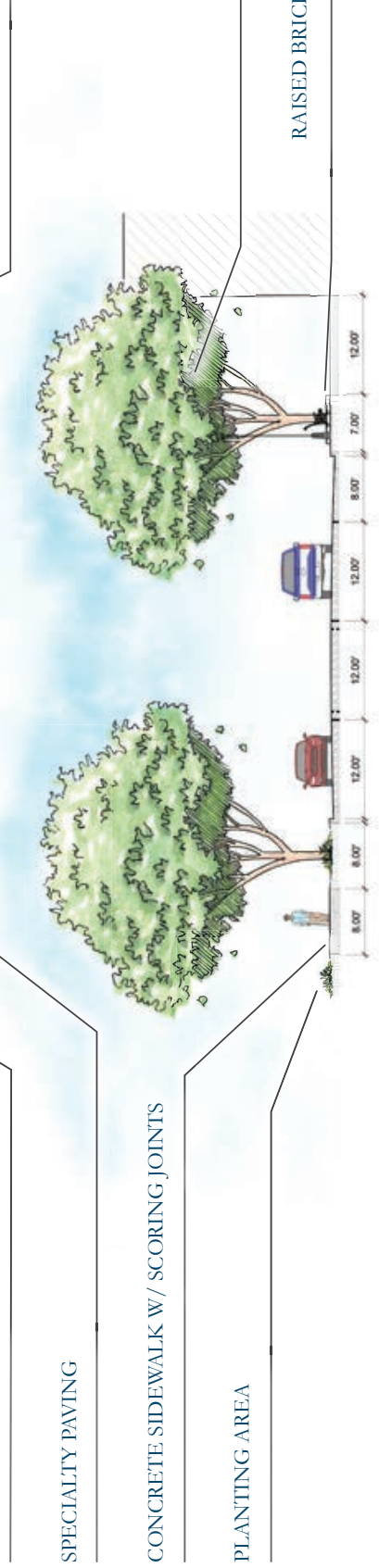
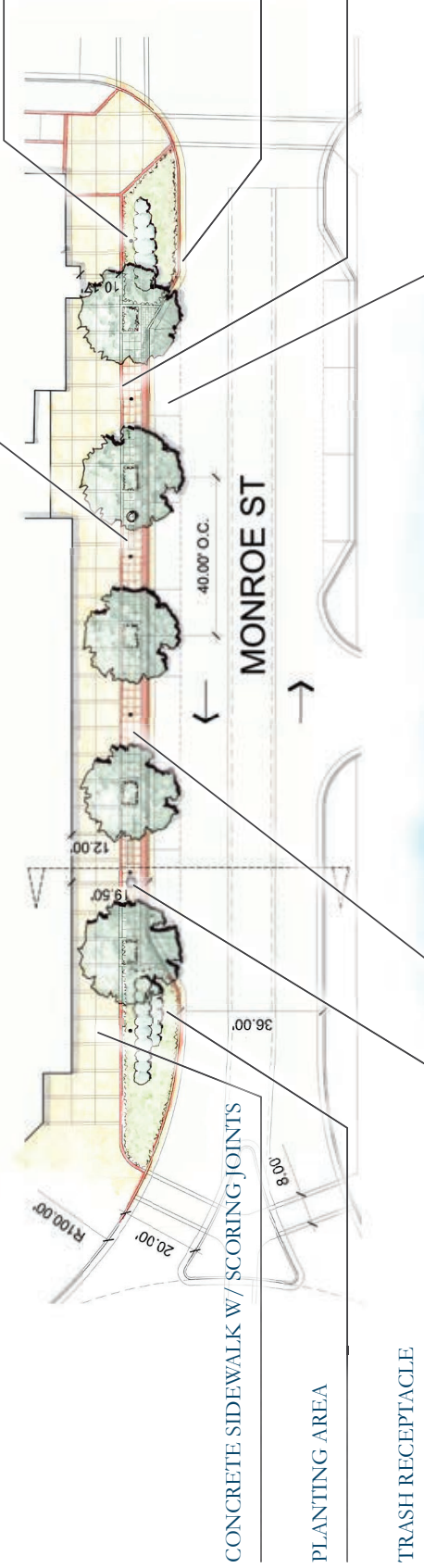
BRICK BANDING

PARALLEL PARKING

PARALLEL PARKING

STREET TREE

RAISED BRICK CURB AT TREE BED

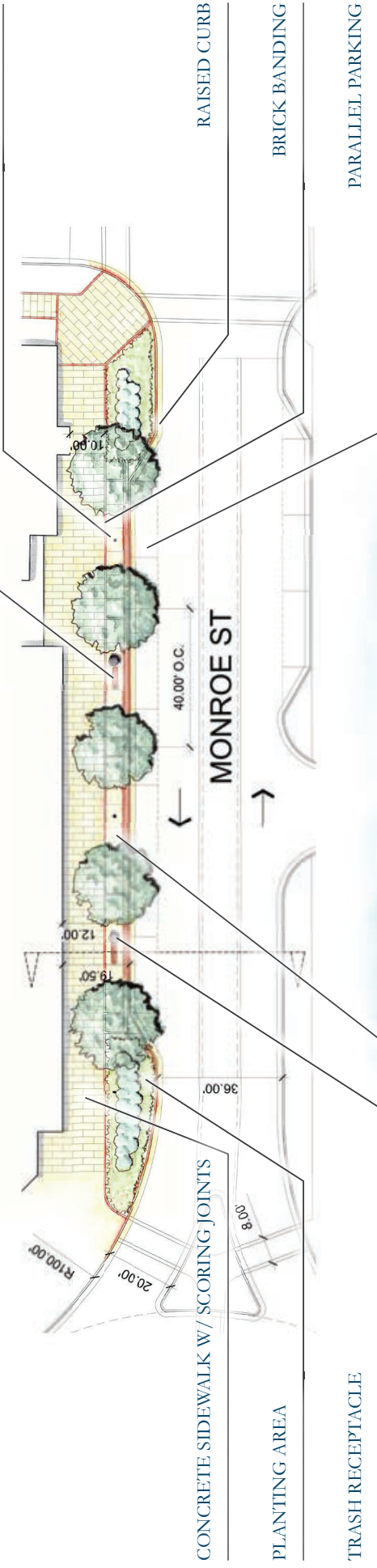




# DESIGN CONCEPTS STREETSCAPE OPTION "C"

STEEL BENCH

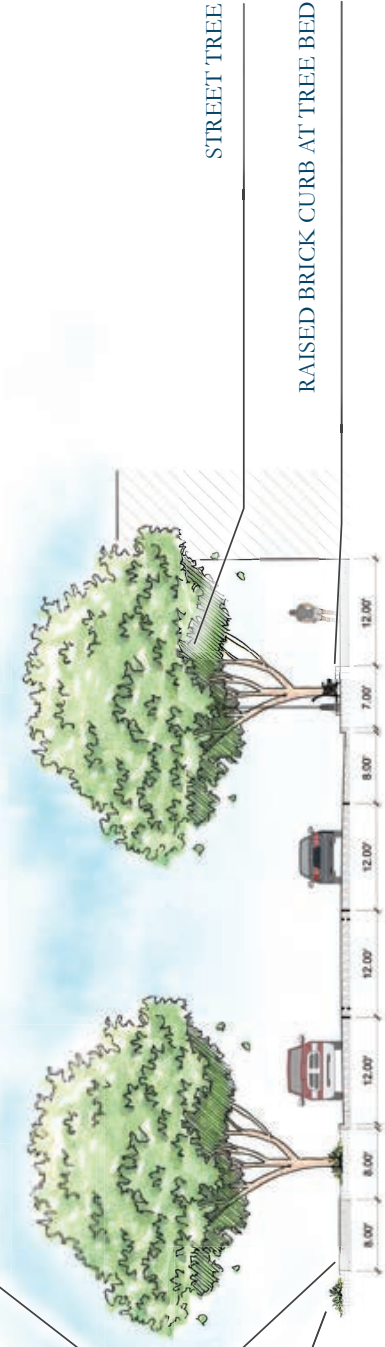
STREET LIGHT



CONCRETE W/ LARGER SCORING PATTERN

CONCRETE SIDEWALK W/ SCORING JOINTS

PLANTING AREA









## MEMORANDUM

Date: October 3, 2024

To: Planning Board

From: Jennifer Hunt, Town Planner

Subject: CZ-06-24: Conditional Zoning Request for Charles Steadwell for 405 Monroe Street approximately .51 acres of land located at PARID 00000357, B-2 (Central Business Fringe District) to B-2-CZ (Central Business Fringe District- Conditional Zoning); Petitioner: Charles Steadwell

---

### I. SUMMARY OF APPLICATION REQUEST:

The applicant and owner, Charles Steadwell of 405 Monroe Street, parcel 00000357, would like to propose a small car lot. This is a permitted use. This parcel is approximately half an acre in the B-2 "Central Business District Fringe" zoning district. Mr. Steadwell has been working with Kevin Lindsay, an engineer with Crawford Design Company, to design a small car lot. Mr. Steadwell is requesting Conditional Zoning to ask for relief from building a sidewalk along East Barrett, because there is no curb and gutter there and he believes there is insufficient space on the lot to install a safe sidewalk. Also, Mr. Steadwell is requesting an exception to allow for crepe myrtles on Monroe Street to be counted as buffer bushes even though they are in the right of way. Please view Attachment 1 for the Site Plan and Attachment 2 for the Exhibits provided by the applicant.

### II. PROJECT INFORMATION:

1. PARID: 00000357      PIN: 857707792859
2. Applicant:              Charles Steadwell
3. Owner:                  Charles and Carmen Steadwell
4. Long-Range Plan Designation:  
This future area of this land appears to be Commercial, per the adopted 2040 Land Use Plan.
5. Current Zoning:  
The B-2 district is primarily designed to provide roadside uses which will best accommodate the needs of the motoring public and of businesses demanding high volume traffic. This district includes the Central Business District fringe area.

Figure 1: Site Map outlined in red.



### III. APPLICATION REVIEW:

When reviewing an application for conditional zoning, the Planning Board shall consider and be guided by Article 3. Below is highlighted Section 100.32, Section 100.42 and Section 100.44 (4) as set forth in UDO:

#### **Sec. 100.32 Planning Board – Powers and Duties**

*In addition to its specific duties set forth in this and other Town Ordinances and policies, the Planning Board shall have the following powers and duties:*

1. *To make studies of the Town and surrounding areas;*
2. *To determine objectives to be sought in the development of the Town;*
3. *To propose and recommend plans for achieving these objectives;*
4. *To develop and recommend to the Board of Commissions policies, ordinances, administrative procedures and other means for carrying out plans in a coordinated and efficient manner;*
5. *To advise the Board of Commissioners concerning the use and amendment of means for carrying out plans;*
6. *To exercise such functions in the administration and enforcement of various means for carrying out plans as may be assigned by this article or other ordinances of the Town; and*
7. *To perform other related duties as may be assigned by this article or other ordinances.*

#### **Section 100.42 Types of Amendments:**

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

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

#### **Section 100.44 (4) Planning Board**

*All proposed Development Ordinance amendments must be given review by the Planning Board for a recommendation to the Board of Commissioners. They are not required to conduct a public hearing, but*

*they are encouraged to accept public input. The Planning Board shall evaluate all proposals for consistency with any adopted long-range plans and adopt a statement of consistency with said plans before voting to recommend approval or denial of the request.*

#### **A. Staff Comments:**

Jennifer Hunt, Town Planner, has met with the applicant and their engineer at the Technical Review Committee (TRC) meeting on June 6, 2024. At the TRC meeting, sidewalks are required on both East Barrett Street and Monroe Street. Per Unified Development Ordinance (UDO) Section 100.57 (10) it says, "Sidewalks for Existing Lots of Record: New construction on existing lots of record shall install sidewalks built to Town of Carthage standards when located on a block containing sidewalks or if located on a major or minor collector, or principal or minor arterial road in accordance with NCDOT's functional road classification."

East Barrett Street is a minor collector road which leads to Monroe Street a major collector. Due to this property being in the Downtown area, the Town of Carthage is doing its best to connect all

areas of the community for people who walk and bike as well as drive. East Barrett Street requires a sidewalk. However, the applicant is applying for conditional zoning, stating there is insufficient space and would like to maintain the buffer, landscaping and not build the sidewalk along East Barrett Street.

Also, at the TRC meeting, it was noted that this is a double frontage lot, therefore the minimum yard requirements for front yards apply along both street fronts. The front yard setback in the B-2 zoning district is 25 feet.

The applicant is also requesting the three crepe myrtles along Monroe Street be allowed to be counted as buffers even though they are within the right of way. Per Section 100.60 (2) it says, "Landscaping requirements are stated in terms of the width of the buffer yard and the number of plant units required per each one hundred (100) linear feet of buffer yard. The widths listed must be maintained along all street rights-of-way and along all property lines. The Lot Size (Less than 25,000 sq. ft.) requires a Buffer Yard Width of 4 feet and the number of plant units per 100 linear feet of the buffer yard is 4 shrubs or trees. The approximate linear feet along E Barrett Street is 400 feet, therefore 4 shrubs or trees which are not in the right of way. The approximate linear feet along Monroe Street are approximately 400 linear feet, therefore 4 shrubs or trees as well, which are not in the right of way.

I have advised the engineer that visibility at each intersection is very important per Section 100.57 (16). The one-way driveway proposed that spills onto East Barrett Street is important to provide visibility for drivers traveling along Monroe Street as well as those exiting the driveway. The people driving cars need to be able to see clearly those coming down East Barrett Street as well as the driveway of the proposed project. Please view Attachment 1 for the site plan.

All standards from Section 100.57 General and Dimensional standards shall apply to this project, except for the conditions mentioned below for the conditional zoning. The applicant is proposing a small car lot, with 17 spaces total, which is permitted use in the Town of Carthage of "Motor Vehicle Sales" in the B-2 zoning district.

Please view Attachment 2 for the TRC Comments and the responses from the applicant. The applicant is requesting the following conditions:

1. Our UDO recommends sidewalks on dual road frontage; however, the applicant is asking not to build a sidewalk on E Barrett Street.
2. Our UDO recommends no landscaping in the right of way; however, the applicant is asking to keep 16 crepe myrtles to be counted as a buffer even though they are in the right of way.

**IV. ATTACHMENTS PROVIDED BY THE APPLICANT:**

1. Proposed Site Plan
2. Exhibit

**V. PLANNING BOARD ACTION:**

The Planning Board shall evaluate all proposals for consistency with any adopted long-range plans and adopt a statement of consistency with said plans before voting to recommend approval or denial of the request. All proposed Development Ordinance amendments must be given review by the Planning Board for a recommendation to the Board of Commissioners. They are not required to conduct a public hearing, but they are encouraged to accept public input, per UDO Section 100.42 and 100.44.

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

**LUP CONSISTENCY MOTION** (1<sup>st</sup> Required Motion)

**I move to:**

**OPTION 1**

Approve CZ-06-24 and describe its consistency with the adopted Land Use Plan.

**or**

**OPTION 2**

Reject CZ-06-24 and describe its inconsistency with the adopted Land Use Plan.

**or**

**OPTION 3**

Approve CZ-06-24 and deem it a modification of the adopted Land Use Plan. The Planning Board believes this action taken is reasonable and in the public interest because.....

---

---

---

---

**PETITION MOTION** (2<sup>ND</sup> Required Motion)

**And, therefore, I move to:**

**OPTION 1**

Approve CZ-06-24 as written and presented.

**or**

**OPTION 2**

Approve CZ-06-24 with the following conditions.....

---

---

---

---

**(Option 3 on next page)**

**OPTION 3**

Deny CZ-06-24 for the following reasons.....

---

---

---

---

**TOWN OF CARTHAGE  
PLANNING BOARD  
STATEMENT OF LAND USE PLAN CONSISTENCY  
FOR THE CONDITIONAL ZONING AT 405 MONROE STREET (PARCEL ID #00000357) FROM B-2 TO  
B-2 CZ**

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

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

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

**Goal 1: Preserve and celebrated small-town community roots.**

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

**Goal 3: Protection of open space and critical natural features.**

**Goal 4: Ample employment opportunities and support for business development.**

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

**Goal 6: A well-connected multi-modal transportation system.**

**Goal 7: High-quality parks and recreational facilities that are accessible to all.**

**Goal 8: Protected and preserve historic and cultural resources.**

**Goal 9: Adequate supply and high quality of housing.**

**Goal 10: Informed, engaged, and active residents that represent a variety of neighborhoods and citizen groups.**

**Goal 11: Regulations that are consistent with the Town’s vision.**

**Goal 12: Cultural, educational, recreational, and other amenities that contribute to the quality of life of Carthage’s citizens.**

*The applicant and owner, Charles Steadwell of 405 Monroe Street, parcel 00000357, would like to propose a small car lot. Mr. Steadwell is requesting to not construct a sidewalk and keep the current landscaping.*

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

---

---

---

---

---

---

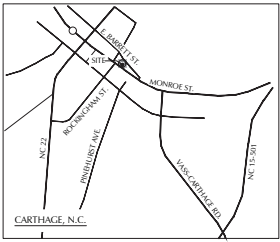
Section 2. The Planning Board concludes that the above-described amendment(s) **are/are not** reasonable and in the public interest as they **do/do not** fulfill a direct objective of the Land Use Plan.

This statement adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Elizabeth Futrell, Planning Board Chair

\_\_\_\_\_  
Jamie Sandoval, Clerk to the Planning Board





VICINITY MAP (N.T.S.)

- SITE NOTES**
- ◆ INSTALL CONCRETE PER TOWN OF CARTHAGE STANDARDS. ALL CONCRETE TO BE MINIMUM NCDOT CLASS B, 6" MIN THICKNESS. APPROXIMATELY 1,800 SF
  - ◆ INSTALL GRAVEL PARKING AREAS. ALL GRAVEL TO BE MIN 6" AGGREGATE BASE COURSE TO NCDOT STANDARDS. PROOFROLL SUBGRADE AND SURFACE WITH WITNESS BY ENGINEER. APPROXIMATELY 9,300 SF
  - ◆ INSTALL ADA PARKING AND SIGN ( CDC DETAIL 1.1805)
  - ◆ INSTALL ADA CONNECTION AT DRIVEWAY ( CDC DETAIL SHEET)
  - ◆ INSTALL 5' CONCRETE SIDEWALK ( CDC DETAIL 1.2517)

**ADDITIONAL NOTES**

Parcel ID:00000357  
 PIN:00707705859  
 STEADWELL, CHARLES  
 STEADWELL, CARMEN  
 150 REDGRASS LANE  
 CARTHAGE, NC 28527  
 Deed Book:6107  
 Deed Page:399  
 LNK:307

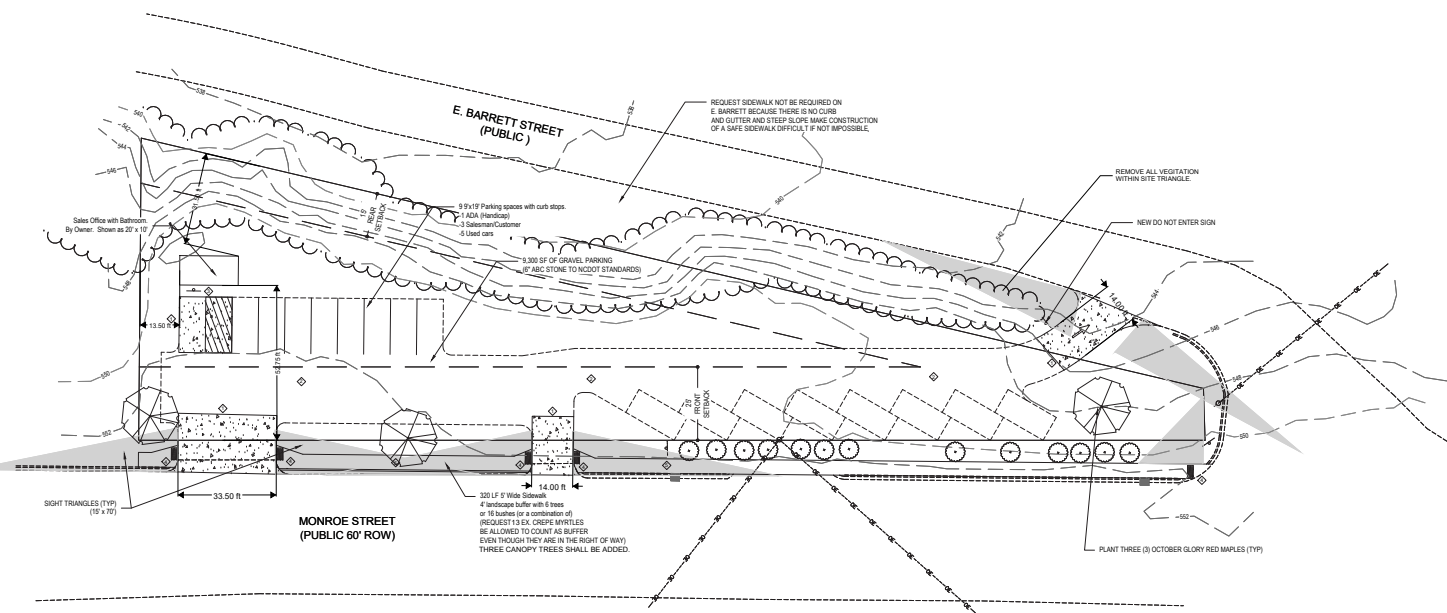
21,900 sf / 0.50 acres  
 B-2 Lot Standards  
 Min Size 10,000 sf  
 -Front Setback=25'  
 -Side Setback=17'  
 -Rear Setback=15'  
 -Max height=20'  
 Max BU=64'  
 AUA=6,394 SF, 29%  
 Motor vehicle sales is a permitted use

BOUNDARY AND TOPO FROM MOORE CO. GIS

Created Design Company © Copyright 2024. All drawings, specifications and designs prepared by Created Design Company are the sole property of Created Design Company. The Owner and other parties shall not use the work on this or any other project except by a separate agreement and appropriate compensation.

NOTE: OWNER IS ASKING FOR TWO CONDITIONS FOR THIS CONDITIONAL ZONING:

1. RELIEF FROM SIDEWALK REQUIREMENT FOR EAST BARRETT BECAUSE THE EXISTING ROAD DOES NOT HAVE CURB AND GUTTER OR DRAIN LINES. THE CURB IS NEEDED TO PROVIDE SAFE SEPARATION FROM FOR PEDESTRIANS FROM TRAFFIC. THE DRAIN LINES ARE NEEDED BECAUSE THE ROAD CURRENTLY DRAINS TO THE ROADSIDE DITCH AND A SIDEWALK WOULD BLOCK THIS UNLESS CURB INLETS AND PIPE WERE INSTALLED. THERE ARE ALSO TELEPHONE LINES AND STRUCTURES IN CLOSE PROXIMITY TO THE ROAD. THESE ISSUES WILL MAKE IT DIFFICULT TO CONSTRUCT SIDEWALKS ALONG BENNETT UNLESS MAJOR IMPROVEMENTS ARE MADE TO THE EXISTING ROAD.
2. RELIEF FROM REQUIREMENT THAT LANDSCAPE SCREENING IN FRONT BE PLACED OUTSIDE THE RIGHT OF WAY. THERE ARE SEVERAL EXISTING CREPE MYRTLES THAT ARE BETWEEN THE RIGHT OF WAY AND WHERE THE PROPOSED SIDEWALK ON MONROE STREET WOULD BE BUILT. OWNER WOULD LIKE TO KEEP THESE ATTRACTIVE BUSHES.



Plant List Reference Table

Classification	Key	Common Name	Botanical Name	Quantity	Type / Size	Notes
Canopy Trees		October Glory Red Maple	Acer rubrum 'October Glory'	3	3' cal.; 8' H. minimum.	Healthy, Well Branched, Full Foliage
<b>TOTAL CANOPY TREES</b>				<b>3</b>		



Landscape Architecture Fayetteville, NC  
 Civil Engineering Southern Pines, NC  
 230C.W. Perry Avenue, Southern Pines, NC 28387  
 Voice: 910.725.1107  
 www.crawforddesign.com



Item	Description

CHARLES STEADWELL  
 MOTOR VEHICLE SALES  
 CARTHAGE, NC

SITE LAYOUT PLAN

Project Manager: KSL  
 C&D Technicians: BJS  
 Reviewed / Approved By: \_\_\_\_\_  
 Project Number: \_\_\_\_\_

Full Scale: Horiz: 1" = 20'  
 Half Scale: Horiz: 1" = 40'

06/18/2024

**C2.0**





Carthage, North Carolina  
Google Street View  
Jul 2024 [See more dates](#)



Note there are no obstacles from the entrance on Bennett and Monroe

Image capture: Jul 2024 © 2024 Google

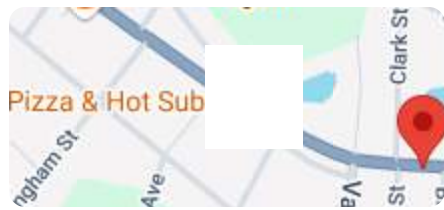
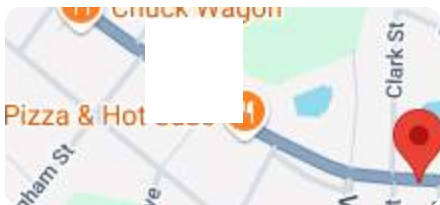




Image capture: Jul 2024 © 2024 Google



This is the view from the western property line on Monroe.  
Note: Crepe Myrtles we are asking to use as a buffer even though they are in right of way.



Carthage, North Carolina  
Google Street View  
Jun 2024 [See more dates](#)

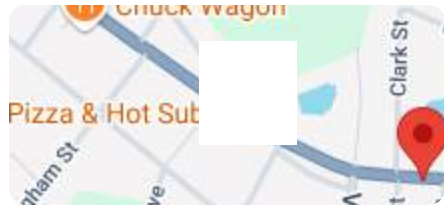


Image capture: Jun 2024 © 2024 Google



Existing sidewalk west of proposed project on Monroe St.

Carthage, North Carolina  
 Google Street View  
 Feb 2024 [See more dates](#)



Adding sidewalk to E. Barrett will be difficult:

- No curb and gutter exists to safely separate traffic from pedestrians.
- A minimum of 7.5 feet would be needed for NCDOT standard curb and gutter and 5' sidewalk.
- Due to drainage issues, would also have to install storm drains (curb inlets and pipes) along E. Barrett

Image capture: Feb 2024 © 2024 Google



Image capture: Feb 2024 © 2024 Google



Note road drains to swales. Would have to place sidewalk in back of swale (which would provide separation from traffic) or install curb and gutter and storm drain.



MEMORANDUM

Date: October 3, 2024  
To: Planning Board  
From: Jamie Sandoval, Clerk to the Planning Board  
Subject: 2025 Planning Board Schedule; Petitioner: Town of Carthage Planning Staff

---

**I. SUMMARY OF APPLICATION REQUEST:**

This is the 2025 schedule for Planning Board meetings. Planning staff propose start time of the Planning Board meetings are 6:00 p.m. and schedule no monthly meeting in December.

- January 2, 2024
- February 6, 2024
- March 6, 2024
- April 3, 2024
- May 1, 2024
- June 5, 2024
- July 3, 2024
- August 7, 2024
- September 4, 2024
- October 2, 2024
- November 6, 2024
- December: No Meeting

**PETITION MOTION**

**And, therefore, I move to:**

**OPTION 1**

Approve 2025 Planning Board meeting schedule and the meeting time as written and presented.

**or**

**OPTION**

Approve 2025 Planning Board meeting schedule and the meeting time with the following revisions.....

---

---

---

**OPTION 3**

Deny 2025. Planning Board meeting schedule and the meeting time for the following reasons.....

---

---

---