



**PLANNING AND ZONING BOARD
REGULAR MEETING
THURSDAY, SEPTEMBER 02, 2021
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM**

Board Members Present:

Jeremy Hooper, 1st Vice
Matt Jones
Paul Roberts
Jack Farrell
Phillip Shumaker
David Alzamora

Board Members Absent:

Cyndie Burnett, Chair
Julia Latham, 2nd Vice
Sonja Rothstein

Staff Present:

Darryn Burich, Planning Director
Alex Cameron, Lead Planner
Alexandria Rye, Senior Planner
Shannon Konstantinou, Clerk to the Board

Approximately 2 member(s) of the public in attendance.

I. Call to Order

Mr. Hooper confirmed a quorum was present and called the meeting to order at 04:00 pm.

II. Approval of Minutes

A. July 01, 2021 Regular Meeting Minutes

Mr. Jones asked for clarification on the combination of conditions 1-3 in the minutes. Mr. Cameron verified the combination of conditions 1-3 was accurate according to the July 01, 2021 meeting proceedings.

Mr. Hooper stated that on page 3, the bottom of the last paragraph “asked” was used twice in the paragraph. Mr. Hooper asked for clarification on the use of the word “contracting” on page 5, 3 sentences into the second paragraph. The Board and Mr. Cameron clarified the use of the word “contracting” was to illustrate the fact that the organization was decreasing in size.

Mr. Jones stated that on the bottom of page 1, section 3 A an “s” should be added to headquarter.

Mr. Alzamora moved to approve the amended minutes of the July 01, 2021 Regular Meeting. Seconded by Mr. Farrell. Approved by a vote of 6-0.

III. General Business

A. Introduce and Discuss Form-Based Codes

The 2019 Comprehensive Plan recommended the Village consider the use of character based or formed base codes to help ensure high quality development. As

part of the Small Area Plans currently underway for the areas of Village Place (Focus Area 2) and Pinehurst South (Focus Area 4) our consultants will provide us a draft of a form based code that, if adopted, will be used in reviewing applications for development. Staff would like to share and discuss a handbook on form based codes as well as a couple examples of hybrid form based codes currently being utilized in other jurisdictions in our state (Asheville and Davidson). This can provide an overview of form based codes as well as show the Board examples of what a form based code looks like and how it can apply to development.

Mr. Burich discussed the intention behind presenting information on Form-Based Code to the Board, their importance to the two Small Area Plans currently being developed by the Village of Pinehurst, and why a consulting firm has been contracted. Mr. Burich detailed aspects of the history of Form-Based Code and the use of the term New Urbanism. Mr. Burich then introduced Ms. Rye who began a PowerPoint presentation on Form-Based Code for the Board.

Ms. Rye moved through the PowerPoint presentation on Form-Based Code providing the definition of, photos and plans of Form-Based Code in action, discussed the difference between Traditional Zoning Plans and Form-Based Code Plans, and the fact that Form-Based Code is regulatory not suggestive.

Mr. Burich stated the customizability of Form-Based Code is what make it attractive for use in formulating the two Small Area Plans. Mr. Burich and Ms. Rye discussed how Form-Based Code allows for a more “human” friendly scale and transition between Commercial and Residential.

Ms. Rye presented information on the Five Main Elements of Form-Based Code, which are Regulating Plan, Public Standards, Building Standards, Administration, and Definitions. Mr. Burich and Ms. Rye discussed how each of the five elements could be utilized by the Board when making decisions. Ms. Rye then presented examples of Additional Element Options the Board could implement. Mr. Burich emphasized the importance of the Additional Element Option of Architectural Standards in the development of the Small Area Plans.

Ms. Rye presented information on Hybrid Form-Based Code and discussed the elements and definition of what Hybrid Form-Based Code is. Ms. Rye outlined the process for deciding how and where to implement Hybrid Form-Based Code.

Mr. Burich stated we don’t have a PDO code requirement that really prescribes the type of quality we are looking to incorporate in new developments. Mr. Burich presented the General Plan of Pinehurst and photos from the original planning documents for Pinehurst, which support the concept of New Urbanism style Form-Based Code being implemented for new development areas within Pinehurst. Mr. Farrell and Mr. Burich discussed the strong public realm of original developments and how that has diminished over time with newer developments. Mr. Burich

displayed photos supporting the argument that architectural character and density of buildings really does matter when developing a community.

The Board, Mr. Burich, and Ms. Rye discussed aspects, challenges, and enforcement of Form-Based Code when reviewing new development in The Village of Pinehurst should Form-Based Code be implemented.

Mr. Burich demonstrated how a PDO with Form-Based Code would look compared to how the Village of Pinehurst's current PDO Code looks.

Mr. Roberts questioned whether a report on the value of land in areas such as Asheville, NC or Davidson, NC prior to and post the implementation of a Form-Based Code would be beneficial. Mr. Burich stated an analysis such as this would be difficult to do without first knowing the development / use intent for the land in question.

The Board and Mr. Burich discussed how to cohesively implement the Small Area Plan with Form-Based Code in areas that are currently Single Family Dwelling areas. Mr. Burich went on to make the point that the Small Area Plan would allow for residents to age in place within The Village of Pinehurst by offering the ability to downsize without having to leave the community.

The Board and Mr. Burich discussed using consultants to develop the Small Area Plans based on Form-Based Code versus developing the plans with Staff only.

The Board and Mr. Burich discussed zoning changes needed for and overlay of Form-Based Code when dealing with an area that already has development that has occurred.

Mr. Farrell asked Staff to identify areas the Board could visit with developments that resulted directly from a Form-Based Code. Mr. Burich stated Staff would work on a list of areas for the Board to visit.

The Board and Mr. Burich discussed the timeline of and process for adoption of the Small Area Plans and the importance of participation in Public Workshops.

Mr. Hooper moved discussion forward to the next agenda item.

B. Update on Future Board Business

Mr. Cameron thanked Mr. Burich and Ms. Rye for presenting the Board with the Form-Based Code information.

Mr. Cameron stated there will be a Public Hearing at the October meeting for a by right, Major Subdivision being referred to as Hollycrest, which is located off of Linden Rd and across from Cotswold. The area is zoned as R15 and, due to

watershed requirements, is limited to one unit per acre. Mr. Cameron distributed a copy of the proposed subdivision plat and reviewed details of the proposal.

IV. Other Business

Mr. Hooper asked the Board to consider their commitment to the Board, attendance, and participation.

V. Next Meeting Date

A. October 07, 2021 Regular Meeting

VI. Comments from Attendees

None

VII. Motion to Adjourn

Mr. Jones moved to adjourn the Regular Meeting. Seconded by Mr. Farrell. Approved by a vote of 6-0 at 05:38 PM.

Respectfully Submitted,

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

A videotape of this meeting is located on the Village website: www.vopnc.org.

The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement.



PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Planning and Zoning Board
From: Alex Cameron, Planning Supervisor
Cc: Darryn Burich, Director of Planning and Inspections
Shannon Konstantinou, Planning Administrative Specialist and Clerk to the Board
Date: September 28, 2021
Subject: Staff Report for Hollycrest Major Subdivision

Applicant:	Ken Bass, Bass Design and Development
Owner:	HEK Management, LLC
Property Location:	Village Extra Territorial Jurisdiction off Linden Road
Zoning:	R-15 Residential District is established as a district in which the principal use of land is for medium-density residential uses. This district is further intended to discourage any use which would be detrimental to the predominately medium-density residential nature of the areas included within the district.
Land Area	± 40.5 Acres
Current Land Use:	Vacant – Medium Density Residential
Proposed Land Use:	Medium Density Residential with proposed development of a 40 lot single family residential subdivision.
Proposed Density:	One residential unit per acre.

Background and Analysis

The applicant requests a Major Subdivision approval to allow for development of a 40 lot single family subdivision located in the Village's extraterritorial jurisdiction (ETJ) along with the related infrastructure. In accordance with Section 9.17.1.3 of the Pinehurst Development Ordinance (PDO), all proposed major subdivisions are reviewed by the Planning & Zoning Board and a public hearing is to be held. The Planning & Zoning Board must then submit a recommendation on the proposed major subdivision to the Village Council.

The parent tract of this proposed subdivision is identified as Moore County PID# 00020147 and is approximately 40 acres in total size. This tract abuts Linden Road, a North Carolina Department of Transportation (NCDOT) owned and maintained road.

The subject area is located just outside of the Village's corporate limits and within the Village's ETJ. The applicant has indicated no intention to petition for voluntary annexation into the Village's corporate limits. The proposed subdivision is adjacent to various land uses and zoning (see the table below and the attached zoning map).

Adjacent Land Uses and Zoning		
Area	Existing Uses	Zoning
North	Religious Institution & Single Family Residential	NC, R-210 & R-10
South	High Density Single Family Residential (four units per acre)	R-10
East	High Density Single Family Residential (four units per acre)	R-10
West	Single Family Attached/Multi-Family (six units per acre)	RMF & R-10
Comprehensive Plan Land Use Designation		
Suburban Neighborhood		

The proposed subdivision would create 40 new single family lots. The smallest of the proposed lots are shown to be about 25,000 square feet in size which exceeds the minimum lot size requirement of 15,000 square feet in the R-15 zoning district. The largest lot shown to be about 38,000 square feet in size. The total amount of buildable area in square feet based on the applicable setbacks is provided on the preliminary plat. The property is located within a watershed protection area which limits a development intensity for the project area of a maximum of one unit per acre. The proposal to create 40 residential units complies with this density limitation. Due to the more restrictive watershed development intensity requirement, the applicant has not chosen to develop the proposed subdivision following the open space subdivision criteria which allows for smaller lot sizes and less stringent setbacks while providing for a minimum percentage of open space. However, the applicant is still providing approximately 15% open space with the proposed subdivision layout. The open space and other areas/lots consisting of stormwater management along with the roads will be owned and maintained by a homeowners association (HOA).

The surrounding lots within the same area were part of a subdivision approved in 1987 as shown in Plat Cabinet 3 Slides 379-380 on file with the Moore County Register of Deeds.

Each lot will meet the dimensional criteria of the R-15 zoning district as shown in the table below.

R-5 Zoning District Dimensional Requirements	
Minimum Lot Size	15,000 square feet
Maximum Building Height	35 feet
Maximum Lot Covered by Impervious Surface	37.5%
Building Setbacks	
Principal Building Front Setback	30 feet
Principal Building Side Setback	15 feet
Principal Building Side Street Setback	20 feet
Principal Building Rear Setback	30 feet
Accessory Building Side Setback	10 feet
Accessory Building Side Street Setback	20 feet
Accessory Building Rear Setback	10 feet

Subdivision Standards

Subdivision layout and design are reviewed for compliance with Section 9.17.1.12 of the PDO and the Technical Review Committee (TRC) has been reviewing this proposed major subdivision for compliance with the PDO and the Village of Pinehurst Engineering Standards and Specifications Manual (ESSM).

The applicant is proposing internal streets with a 50' right of way, 24' street width and a 45' cul-de-sac radius. The approximate total length of all the internal streets is 5,876 linear feet. The applicant is proposing to use concrete valley gutter in lieu of concrete curb and gutter which will require a waiver of the standards in the ESSM. Access to the subdivision will be from two connections to Linden Road, a NCDOT owned right-of-way. The NCDOT has reviewed the proposed layout and have determined no improvements will be needed to Linden Road as a result of this subdivision. All streets will be required to be constructed in accordance with the Village's ESSM as well as meet the requirements for emergency services vehicles.

Street trees will be required at a rate of one large hardwood or pine per 40 linear feet of road frontage minus driveways. The approximate location of the street trees are depicted on the plat. Other than the required street trees, no other landscaping is required. However, the applicant has provided an area of open space along the perimeter of the development including a wide area along Linden Road where the existing Village of Pinehurst Greenway runs parallel as depicted on the preliminary plat. The area along Linden Road is heavily treed and a tree survey has been included with the application material to indicate all the trees within the perimeter open space areas.

Sidewalks are required to be installed along one side of all new streets and are being shown on the submitted plans.

The proposal includes public water and sewer to the lots that will be served by Moore County Public Works. The applicant has provided a proposed utility layout plan and is included with this submittal. The current plan indicates stormwater control measures on-site and is depicted on the preliminary plat. The stormwater system will be designed and constructed in accordance with the Village's ESSM and may be subject to change to meet those design requirements. The applicant indicates that a homeowners association will be formed and will be responsible for maintaining all the privately owned utility structures and network.

Other Review Requirements

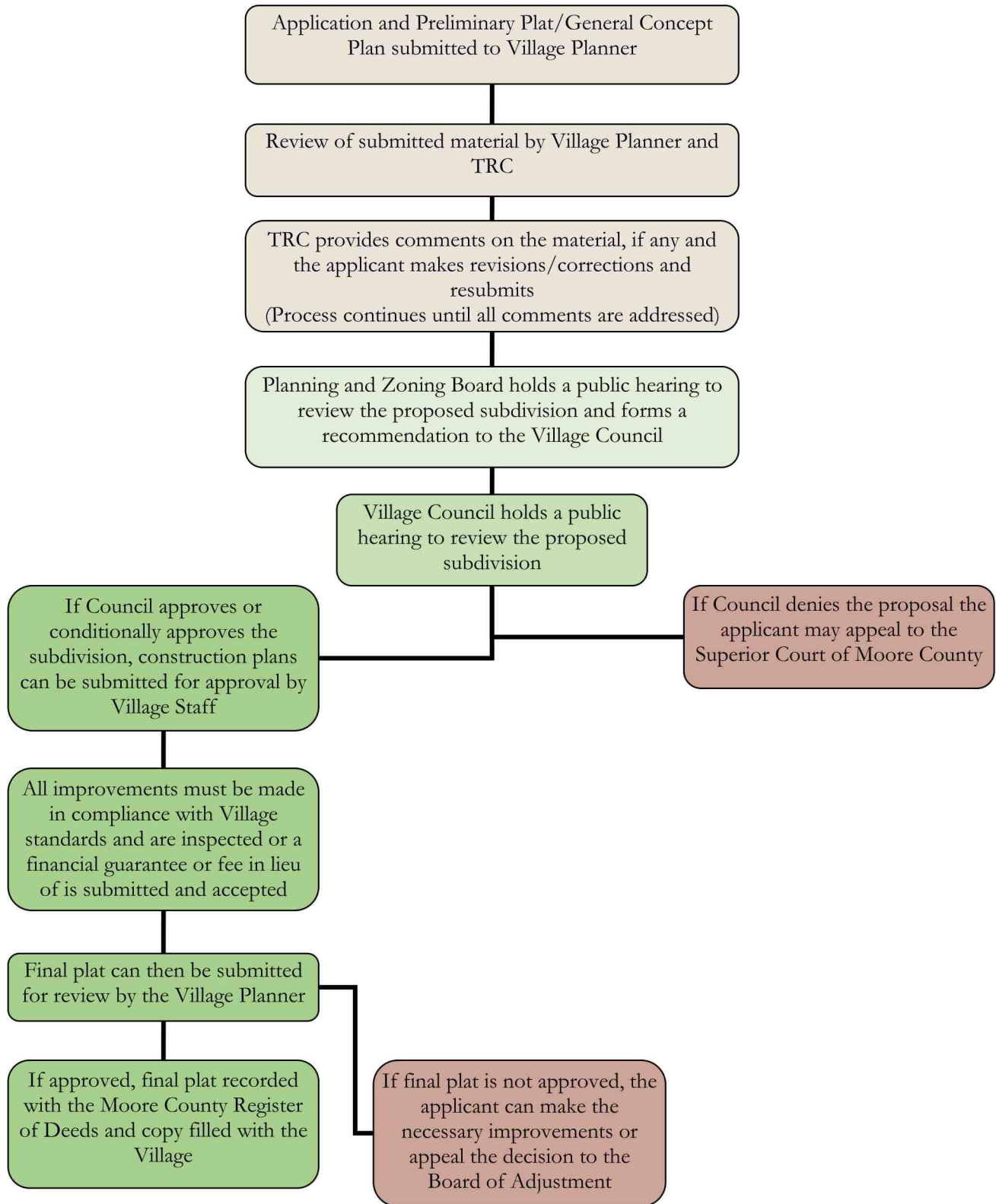
A Soil and Erosion Control Permit will need to be obtained by the North Carolina Department of Environmental Quality (NCDEQ) prior to any development due to the area of disturbance exceeding one acre. There are no wetlands, streams or regulated bodies of water within the subject properties. There is an existing pond on site which is proposed to remain in its existing state and will be utilized as part of the stormwater management system.

Review Process of Major Subdivisions

Approval of plats for Major Subdivisions is a multi-step process. An application, preliminary plat and other supplementary material is submitted to the Village Planner. The Planner then distributes the material to the TRC for review. The TRC is made up of staff from the Village's Planning and Inspections Department, Administration Department, Public Services and Engineering Department, Fire Department and Moore County Public Works. The TRC reviews the material and provides comments to the applicant for revisions or clarification. The applicant then makes revisions and corrections to the material and resubmits. This process repeats until all items are addressed and the Village Planner schedules the subdivision for review by the Planning and Zoning Board. Public hearing notices are sent to adjacent property owners, sign(s) notifying the public hearing are posted on the subject property, and a public hearing notice is published in the newspaper.

Planning and Zoning Board Review and Action

The Planning and Zoning Board conducts a public hearing and reviews the proposed subdivision along with the recommendation of the TRC, and the requirements of the Ordinance and shall make a recommendation to the Village Council for action on the preliminary plat. The Planning and Zoning Board may ask the applicant to revise the preliminary plat before it is submitted to the Village Council for approval.

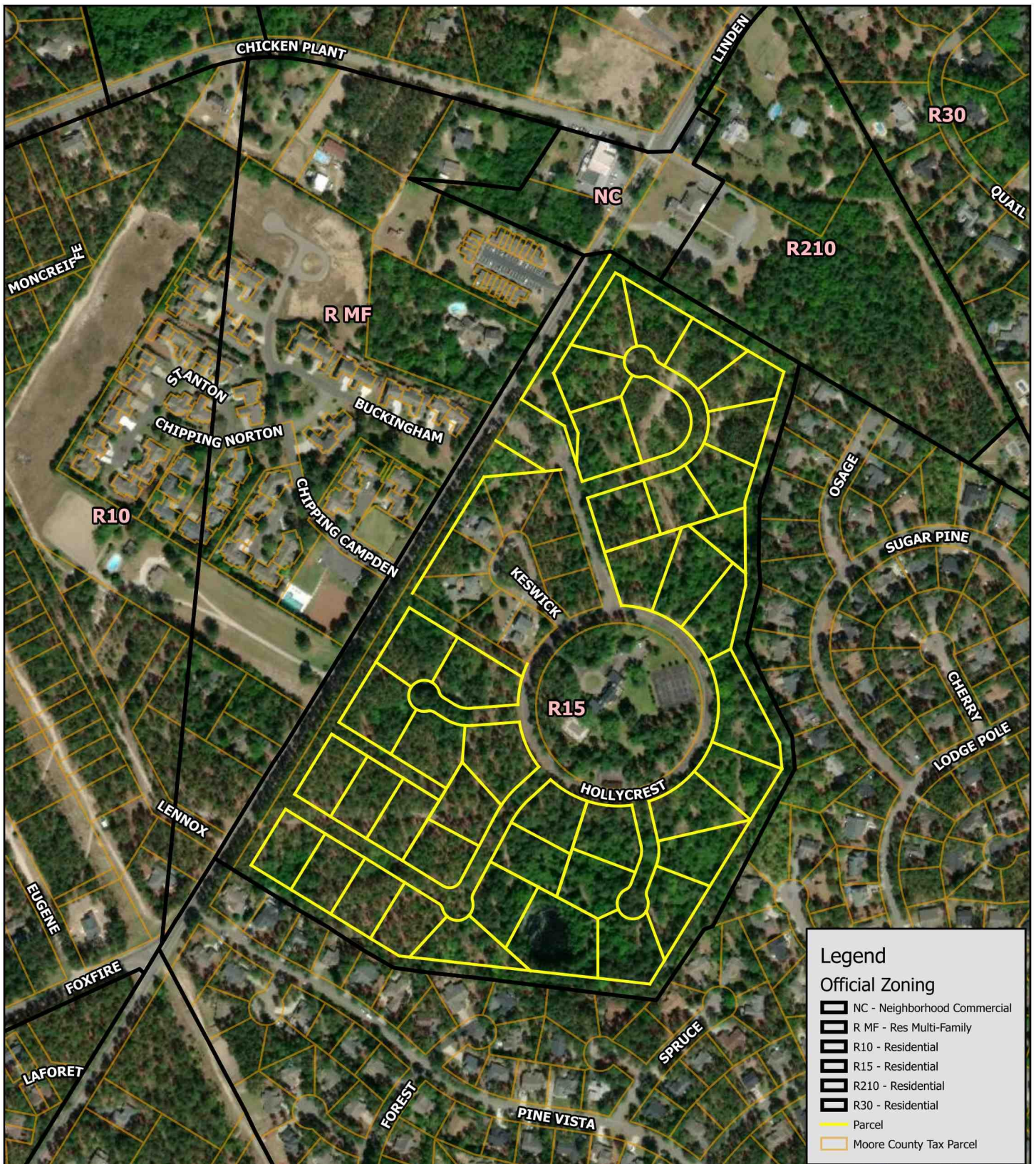


Staff and TRC Recommendation

The TRC has reviewed the proposed Major Subdivision and have issued comments to the applicant. The applicant has made revisions based on those comments from the TRC. At this time staff and the TRC have deemed the preliminary plat compliant and recommend the Planning and Zoning Board recommend approval of the preliminary plat to Village Council.

Attachments:

- Subject Area Map
- Adjacent Property Owner Notification of Public Hearing
- Labels of Adjacent Property Owners Notified
- Map of Adjacent Property Owners Notified



Hollycrest

Major Subdivision Request

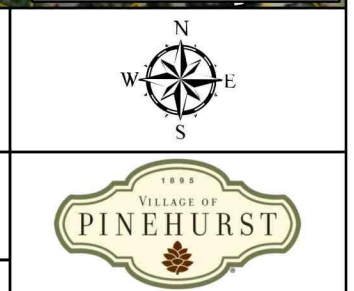
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Coordinate System: NAD 1983 StatePlane North Carolina FIPS 3200 Feet

2021





HISTORY, CHARM, AND SOUTHERN HOSPITALITY

**NOTICE OF PUBLIC HEARING
VILLAGE OF PINEHURST**

Dear Property Owner:

The Village of Pinehurst Planning and Zoning Board will be holding a Public Hearing on:

Thursday, October 07, 2021

4:00 PM

Village Assembly Hall

395 Magnolia Road, Pinehurst, N.C.

Livestreamed at: www.vopnc.org/live

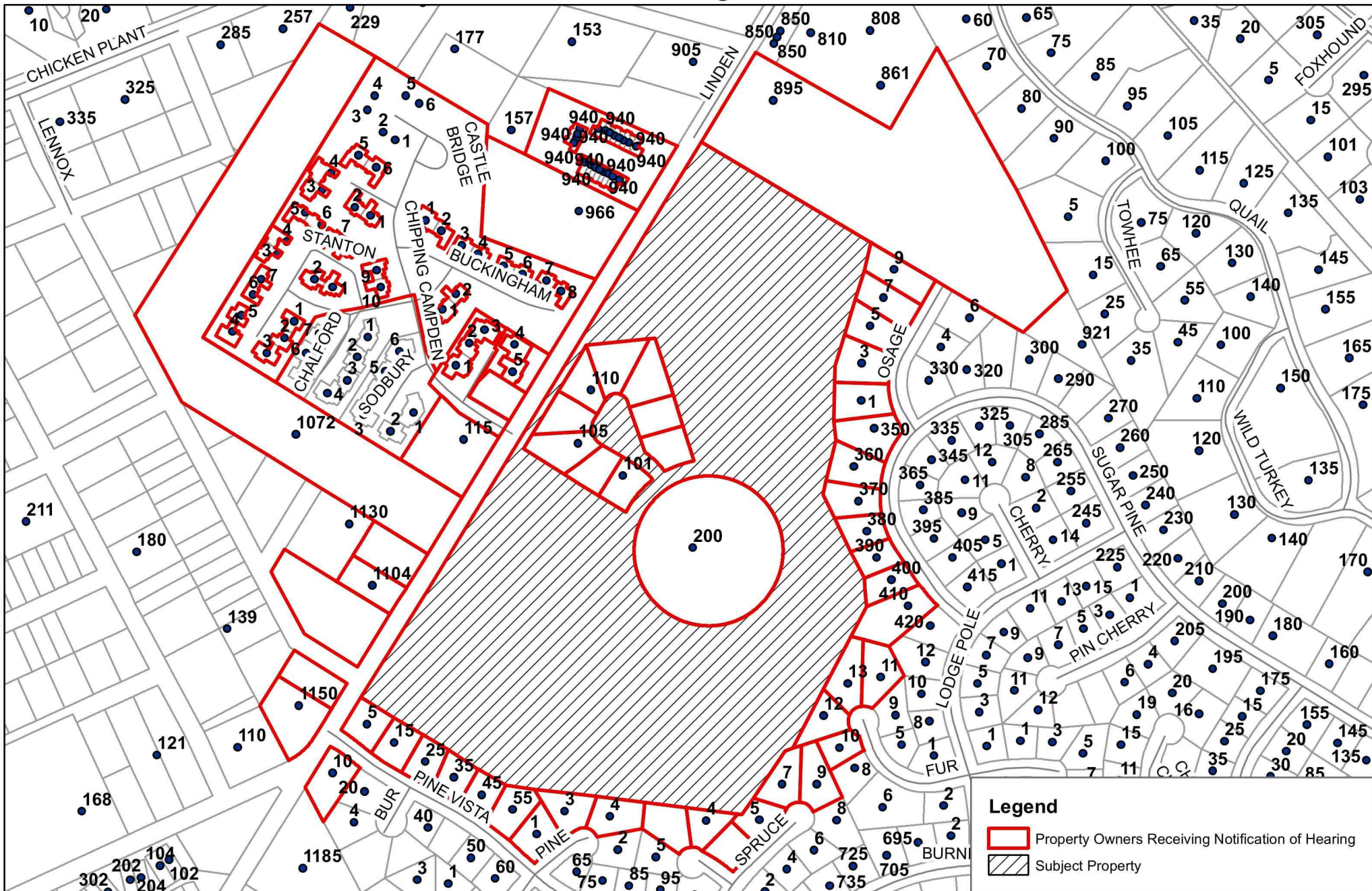
To consider a request of a Major Subdivision Review for a 40 lot single family subdivision. This property is identified as Moore County PID# 00020147 and is located at Hollycrest Ln, an improved road that intersects with Linden Rd. The applicant is Ken Bass and the property owner is HEK Management, LLC.

As the owner of said property, or an owner of adjacent property, you are receiving formal notification of this Public Hearing. Information on this request is available for public review at the Planning and Inspections Department, Village Hall, 395 Magnolia Road, Pinehurst, North Carolina, Monday through Friday from 8:30 AM to 5:00 PM **OR** will be available online the week of the meeting at: <https://pinehurst.novusagenda.com/agendapublic/>. For more information, please call (910) 295- 2581.

CORDERO, STEVEN CORDERO, AMY 380 SUGAR PINE DR PINEHURST NC 28374	BUTLER STREET, LLC 1777 NIAGARA CARTHAGE ROAD CARTHAGE NC 28327	MCFADDEN HOMES, INC PO BOX 881 PINEHURST NC 28374
RICHARDSON, WENDELL THOMAS & SUZETTE 370 SUAGR PINE DR PINEHURST NC 28374	DRAIN THE SWAMP LLC 335 FIELDS DRIVE ABERDEEN NC 28315	BOYLES, WAYNE R III BOYLES, STEPHANIE S 360 SUGAR PINE DRIVE PINEHURST NC 28374
PLANET DEVELOPMENT, LLC 675 S BENNETT ST STE #4 SOUTHERN PINES NC 28387	VENTERS, LINDA L 3 OSAGE LN PINEHURST NC 28374	CONGREGATIONAL CHURCH OF PINEHURST, UCC 895 LINDEN RD PINEHURST NC 28374
COTSWOLD TOWNHOMES ASSOCIATION 5915 FARRINGTON RD CHAPEL HILL NC 27517	FLOYD, COREY BARNES, SARAH C 302 SHALE CREEK DRIVE DURHAM NC 27703-6561	FREY, GREGORY L & MARY ANN 9493 IDLEWOOD DR CLEVELAND OH 44144
FRYE, MELVIN FRYE, HELEN 1504 EASTVIEW DRIVE ABERDEEN NC 28315	GARDNER, GERALD MICHAEL 400 SUGAR PINE DRIVE PINEHURST NC 28374	PIZETOSKI, JOHN PIZETOSKI, GAIL 5 PINE VISTA DRIVE PINEHURST NC 28374
THOMPSON, EDWARD A THOMPSON, SONYA C 15 PINE VISTA DRIVE PINEHURST NC 28374	TOWNSEND, MARK S TOWNSEND, JOAN F 350 SUGAR PINE DR PINEHURST NC 28374	HEK MANAGEMENT, LLC PO BOX 1762 PINEHURST NC 28370
HEK MANAGEMENT, LLC PO BOX 1762 PINEHURST NC 28370	HEK MANAGEMENT, LLC PO BOX 1762 PINEHURST NC 28370	HEK MANAGEMENT, LLC PO BOX 1762 PINEHURST NC 28370
MURPHY, JIMMIE R II MURPHY, KATHRYN PAIGE 105 KESWICK LANE PINEHURST NC 28374	HEK MANAGEMENT, LLC PO BOX 1762 PINEHURST NC 28370	KEENE, STEVEN GORCZYNSKI, JAMIE L 101 KESWICK LANE PINEHURST NC 28374
WALLACE, COLBY R 9 OSAGE LN PINEHURST NC 28374	BOURNE, ANNE CHEZMAR TRUSTEE 3 PINE COURT PINEHURST NC 28374	STRZOK, PETER P & VIRGINIA S 410 SUGAR PINE DR PINEHURST NC 28374
SCOTT, MARK A SCOTT, SHERRY B 35 PINE VISTA DR PINEHURST NC 28374-9108	PERKIO, GARY D & MARY T 7 OSAGE LN PINEHURST NC 28374	JEANNITON, BETTY 1 OSAGE LANE PINEHURST NC 28374

DE RUNTZ, SEAN M & MARI L 10 W FUR CT PINEHURST NC 28374	GASKINS, MATTHEW EARL & RONDA LEE 9 SPRUCE LN PINEHURST NC 28374	BUTLER STREET, LLC 1777 NIAGARA CARTHAGE ROAD CARTHAGE NC 28327
DEMEULEMESTER, ROBERT J & R JANE 250 HORSE PEN LN VASS NC 28394-7506	LINDEN VILLA HOMEOWNERS ASSOC C/O NEIL WEBSTER SOUTHERN PINES NC 28387	MAHONY, REBEKAH TRUSTEE 10100 FLOWER GATE TERR POTOMAC MD 20854
MARSHALL, ROBERT ALAN 912 WHARTON ST GREENSBORO NC 27401	HEK MANAGEMENT, LLC PO BOX 1762 PINEHURST NC 28370	HEK MANAGEMENT, LLC PO BOX 1762 PINEHURST NC 28370
AMMONS, JOHN A & LYNNE A 4 PINE CT PINEHURST NC 28374	DOCK, VALARIE A DOCK, LEROY D 11708 BISHOPS CONTENT RD BOWIE MD 20721-2572	ROWLEY, JEFFREY PAUL TRUSTEE LANDERS, SHARON R TRUSTEE 55 PINE VISTA DR PINEHURST NC 28374
WILLIAMS, CHERYL OSBORNE P O BOX 4615 PINEHURST NC 28374-4615	TAYLOR, JOHN W & HELLER, THERESA A 7 SPRUCE LN PINEHURST NC 28374-9587	NIX, CODY T & NIX, KRISTI M 5 OSAGE LN PINEHURST NC 28374
MCFADDEN HOMES, INC PO BOX 881 PINEHURST NC 28374	BEZANSON, GLEN A BENANSON, JANICE A 10 PINE VISTA DR PINEHURST NC 28374	SMITH, CAROLYN B 1072 LINDEN RD PINEHURST NC 28374
THOMAS, WILLIAM 25 PINE VISTA DRIVE PINEHURST NC 28374	MASON, NICHOLAS JULES 4 SPRUCE CT PINEHURST NC 28374	DIMAGGIO, STEPHEN J PO BOX 3015 PINEHURST NC 28374
ZIFCAK, DENNIS J 33 PINECREST ROAD UXBRIDGE MA 01569	HEFFERN, ALICIA SMITHSON, JONATHAN 390 SUGAR PINE DRIVE PINEHURST NC 28374	COTSWOLD TOWNHOMES ASSOCIATION 5915 FARRINGTON RD CHAPEL HILL NC 27517
ZIGLAR, DEWEY A JR & ZIGLAR, THERESA 5 CASTLECOMBE CT PINEHURST NC 28374-6708	SCANLON, JOHN G & SERE L 8 BUCKINGHAM PLACE PINEHURST NC 28374	COTSWOLD OF PINEHURST HOMEOWNERS ASSOCIATION, INC 9 STANTON CIR PINEHURST NC 28374
MCALLISTER, RUSSELL G JR & ANN PARKS PO BOX 4057 PINEHURST NC 28374-4057	COTSWOLD OF PINEHURST HOMEOWNERS ASSOCIATION, INC 9 STANTON CIR PINEHURST NC 28374	

Public Hearing Notification



October 7, 2021

Planning and Zoning Board Public Hearing for Major Subdivision



Village of Pinehurst Disclaimer: It is understood that the data contained herein is subject to constant change and that its accuracy cannot be guaranteed. The maps have been created from information provided by various government and private sources at various levels of accuracy.

as to the content, sequence, accuracy, timeliness or completeness of any of the information provided herein. It is the responsibility of the user of the data to be aware of the data's limitations and to utilize the data in an appropriate manner.

Any resale of this data is strictly prohibited in accordance with North Carolina General Statutes 132-10

Grid is based on North Carolina State Plane Coordinate System NAD83 (feet)

P:\esri\Bases Map for Boards.mxd
8/18/2004

9/10/2021



Subdivision – Major and Minor

Fee: \$1400 – Minor

Fee: \$4500 – Major

(Revised 09/2020)

☒ Major Subdivision

☐ Minor Subdivision

Subdivision Information

Per Section 9.17.1.1 of the Pinehurst Development Ordinance (PDO), a Minor Subdivision is a subdivision that does not involve any of the following: (a) creation of more than three (3) lots from any one (1) tract of land (as the tract existed on October 23, 1995) whether such lots are created at one time or over a period of ten (10) years, thereafter; and (b) dedication or improvement of any new street other than widening approved existing streets. Minor subdivision applications are reviewed by the Village Planner and approved by the Village Manager. A Major Subdivision is any subdivision other than an Exempt Subdivision or Minor Subdivision. See Section 9.17.1.1 of the PDO for a description of an Exempt Subdivision. Major Subdivisions are approved by the Village Council.

This application must be completed in full and submitted with the associated fee listed in the Village's Fees and Charges Schedule, which can be accessed at www.vopnc.org/Home/ShowDocument?id=10100. **Re-review fees will be charged to third and subsequent reviews.**

Intake Information

Property Address	
Street Address	Hollycrest Dr. Linden Road Home Tract
City, State, Zip Code	Pinehurst, NC. 28370
Parcel ID #	00020147

Owner Information			
Name	HEK Management LLC	Home Phone #	
Street Address	P.O. Box 1762	Mobile Phone #	910-603-3491
City, State, Zip Code	Pinehurst, NC. 28370	Business Phone #	
Email	Robkramer63@yahoo.com		

Licensed Professionals	
(License #s must include all letters and numbers as filed with the NC Licensing Board)	
	Surveyor (Required)
License #	L-331
Name	Benny L. Brown Surveying
Street Address	PO Box 307
City, State, Zip	West End, NC. 27376
Phone #	910-215-0708
Email	brownsurveyors@gmail.com



Subdivision – Major and Minor

Fee: \$1400 – Minor

Fee: \$4500 – Major

(Revised 09/2020)

Applicant			
Name	Ken Bass	Other Phone #	910-528-6481
Email	lkbas36@hotmail.com	Street Address	120 Chesterfield Dr
Mobile Phone #	910-528-6481	City, State, Zip Code	Pinehurst, NC. 28374

General Information

Project Description	Proposed 40 lot residential development on vacatant lands. Hollycrest Subdivision		
Name of Subdivision	Hollycrest Addition No. 1		
Existing Use		Proposed Use	
☒ Vacant ☐ Single Family Low Density ☐ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services		☐ Vacant ☐ Single Family Low Density ☒ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services	

Project Information

Total Acres of Project Area	40.56 acres 35.87 acres	Number of Acres Disturbed	8.0 acres
Number of Acres of Dedicated Open Space	5.40 acres	Square Footage of Smallest Lot	25,000 sf (Lot 6&10)
Number of Lots - Existing	0	Number of Lots - Proposed	40
Number of Residential Units - Existing	0	Number of Residential Units - Proposed	40
Number of Non- Residential Units - Existing	0	Number of Non- Residential Units - Proposed	0
Impervious Surface % - Existing	3.0%	Impervious Surface % - Proposed	5.7 acres (15.9%)
Total Number of Phases	single phase		

Planning and Inspections Department

395 Magnolia Rd - Pinehurst, North Carolina 28374
 (910) 295-8660 - Fax (910) 295-1396 – www.yopnc.org



Subdivision – Major and Minor

Fee: \$1400 – Minor

Fee: \$4500 – Major

(Revised 09/2020)

Special Conditions (If Any)	NONE
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Location Information

Zoning District	R-15
Overlay District	☐ Historic Preservation Overlay District ☐ Pinhurst South Overlay District ☒ N/A
Watershed Protection Overlay District	☒ WS-II ☐ WS-III ☐ N/A
Project Requires a Special Intensity Allocation	☐ Yes ☒ No
In a Flood Zone	☐ Yes ☒ No
Site Contains Wetlands	☐ Yes ☒ No
Red Cockaded Woodpecker on Site	☐ Yes ☒ No
Roads	☐ Public ☒ Private
Water Provider	Moore County Public Works
Sewer Provider	Moore County Public Works

Required Documents (See Appendix E of the PDO for Requirements)

☐ General Concept Plan (If Conditional District Rezoning) ☒ Trip Generation Calculations	☒ Preliminary Plat
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Other Agency Permits/Approvals (As Applicable) - Per Section 4.2.6 of PDO

☒ Erosion Control Plan (State of North Carolina) ☒ Driveway Permit – State Roads (NCDOT) ☒ US Fish and Wildlife Approval	Septic Tank/Well Permit (Moore County) Right of Way Encroachment Other
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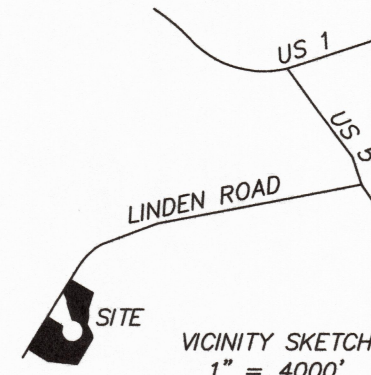
Certification

I hereby certify that the information contained in this application is accurate and complete. I also confirm that I have read and understand the requirements that must be met for a Major Subdivision or Minor Subdivision approval.

Applicant Signature: 

Date: April 5th, 2021

Rev May 20th, 2021



LOCATION SKETCH

REFERENCE:
DEED BOOK 4106, PAGE 485

MOORE COUNTY REGISTRY

RATIO OF PRECISION =
1:10000+

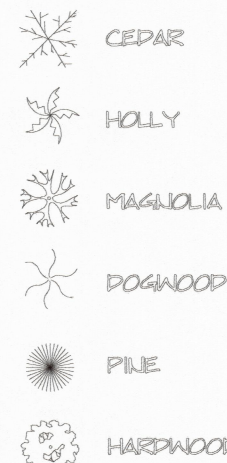
ACREAGE DETERMINED BY
COORDINATE METHOD
THIS SURVEY WAS
PERFORMED WITHOUT THE
BENEFIT OF A TITLE SEARCH
AND IS SUBJECT TO ANY
EASEMENTS OR CONVEYANCES
OF RECORD.

UNLESS OTHERWISE DENOTED:
EIS = EXISTING IRON STAKE
EIP = EXISTING IRON PIPE
ECM = EXISTING CONCRETE
MONUMENT

ERRS = EXISTING RAILROAD SPIKE
EA = EXISTING AXLE
NIP = NEW IRON PIPE
NIS = NEW IRON STAKE
NM = NEW MAG NAIL
EM = EXISTING MAG NAIL
EPK = EXISTING PK NAIL
CP = CALCULATED POINT
WAG = (W) INCHES ABOVE GRADE
WBG = (W) INCHES BELOW GRADE
FL = FLUSH WITH GRADE
CL = CENTERLINE
EDP = EDGE OF PAVEMENT
R/W = RIGHT-OF-WAY

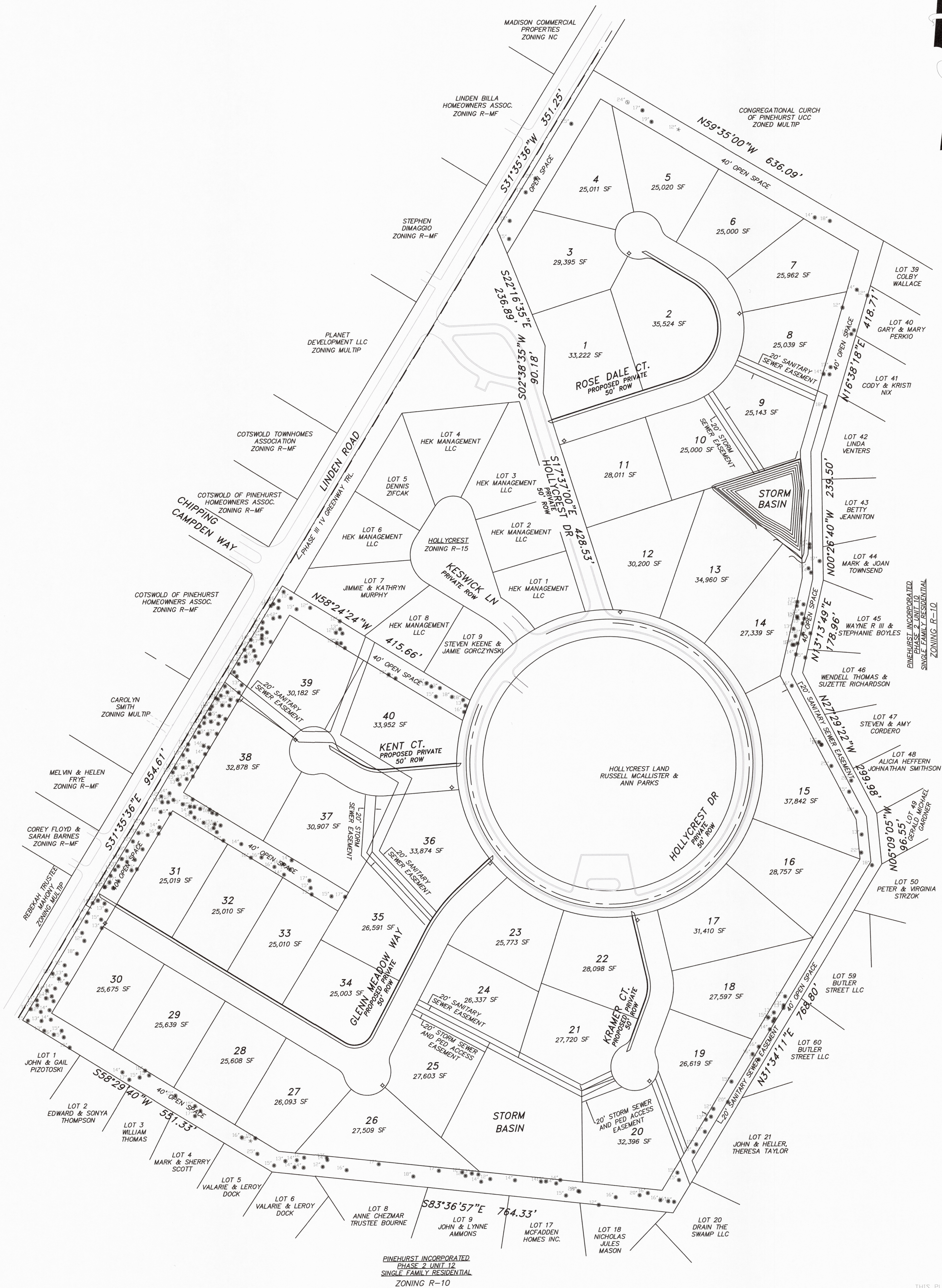
U = UTILITY POLE
O = 5/8" NIP FLUSH
C = COMPUTED POINT
V = WATER VALVE
F = FIRE HYDRANT
M = MANHOLE
W = WATER METER
T = TRANSFORMER

TREES



PARCEL ID: 00020147

OWNERS ADDRESS:
HEK MANAGEMENT, LLC
PO BOX 1762
PINEHURST, NC 28370

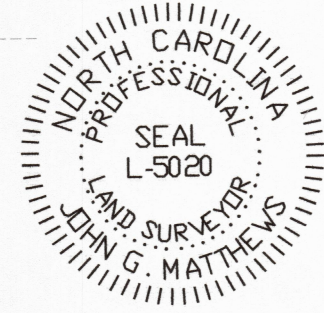


THIS PLAN PREPARED FOR THE PURPOSE OF
ILLUSTRATING TREES WITHIN OPEN SPACE OF
PROPOSED DEVELOPMENT. NO BOUNDARY SURVEYED
BY MATTHEWS LAND SURVEYING AND MAPPING,
P.L.L.C. AT THIS TIME. BOUNDARY DRAWN AS SHOWN
ON PLAN PROVIDED BY CLIENT.



I, JOHN G. MATTHEWS, CERTIFY THAT THIS MAP WAS DRAWN
UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER
MY SUPERVISION (DEED DESCRIPTION RECORDED IN (SEE
REFERENCE TABLE)) THAT THE BOUNDARIES NOT SURVEYED ARE
INDICATED AS DRAWN FROM INFORMATION IN (SEE REFERENCE
TABLE); AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE
STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH
CAROLINA (CPI NCA 176-1600).

THIS SURVEY DATED: 11/11/2021
PROFESSIONAL LAND SURVEYOR, L-5020



TREE LOCATION SURVEY FOR HOLLYCREST ADDITION NO. 1

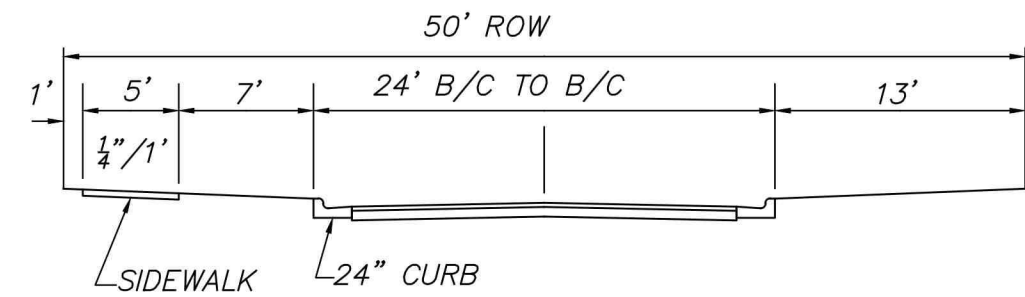
VILLAGE OF PINEHURST
MINERAL SPRINGS TOWNSHIP, MOORE COUNTY
NORTH CAROLINA
JULY 14, 2021 *** SCALE 1"=100'
JOB#10574

MATTHEWS
LAND SURVEYING AND MAPPING, P.L.L.C.
FIRM LICENSE: P-1343
JOHN G. MATTHEWS, P.L.S., L-5020
10 COURTHOUSE SQUARE
CARTERSVILLE, NC 28327
910-947-2671

SITE CHARACTERISTICS

TRACT ACREAGE = 40.68 AC.
DEDICATED OPEN SPACE = 6.23 AC.
TOTAL NUMBER OF LOTS = 40
SMALLEST LOT SIZE = 25,000 SF (LOT 6&10)
TOTAL LINEAL FEET STREETS = 2434 FEET
MIN BUILDABLE AREA = 10,800 SF
PROPOSED IMPERVIOUS SURFACE = 5.7 AC. (15.9%)
ROADWAY/SIDEWALK = 2.2 AC.
ROOFS/DRIVES/PATIOS = 3.5 AC.
MAX IMPERVIOUS SURFACE R-15 = 37.5%
WATERSHED = WB-II-BW
SOILS = CaB, VuD
DEED/BK PAGE = 4103/485
PIN = 855213025983
PARCEL ID = 00020147
A CURRENT RED-CKOKADED WOODPECKER STUDY
PROVIDED BY CARTER AND ASSOCIATES PROVIDED BY
DEVELOPER
STREET TREES SHALL BE PLACED IN ACCORDANCE WITH
SECTION 9.17.1.15 (E) 3" CALIPER LARGE HARDWOOD
PER 40 LINEAL FEET OF FRONTAGE
ITE TRIP GENERATION FOR 40 LOT = 448 TRIPS/DAY
a) WEEKDAY AM PEAK = 35
b) WEEKDAY PM PEAK = 45
c) SATURDAY PEAK = 52
d) SUNDAY PEAK = 43

TOTAL TRACT AREA = 40.68 ACRES
OPEN SPACE PROVIDED = 6.23 ACRES
REMAINDER = 34.45 ACRES



PAVEMENT DESIGN *
TYPICAL ROADWAY SECTION

2.5" SF 9.5A
6" A.B.C. BASE
* GEOTECHNICAL REPORT REQUIRED FOR
SUBSOIL CONDITIONS IN COMPLIANCE WITH
ENGINEERING STANDARDS AND
SPECIFICATIONS MANUAL

STREET TREE CALCULATION:
5,876 LINEAL FEET FRONTAGE
REQUIRED TREES AT 1/40 = 147 TREES
PROPOSED TREES SHOWN = 156 TREES

LEGEND

- 538--- INDICATES EXISTING CONTOURS
- 532--- INDICATES PROPOSED CONTOURS
- o INDICATES PROP. STREET TREE
- ◇ INDICATES PROP STREET LIGHT
- INDICATES PROP HYDRANT
- SAN--- INDICATES EXIST SANITARY
- INDICATES PROP. SANITARY
- W--- INDICATES EXIST WATERMAIN
- INDICATES PROP WATERMAIN
- INDICATES PROP STORM SEWER

COTSWOLD OF PINEHURST
HOMEOWNERS ASSOC.
ZONING R-MF

COTSWOLD TOWNHOMES
ASSOCIATION
ZONING R-MF

COTSWOLD OF PINEHURST
HOMEOWNERS ASSOC.
ZONING R-MF

COTSWOLD OF PINEHURST
HOMEOWNERS ASSOC.
ZONING R-MF

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HOMEOWNERS ASSOC.
ZONING R-MF

COTSWOLD OF PINEHURST
HOMEOWNERS ASSOC.
ZONING R-MF

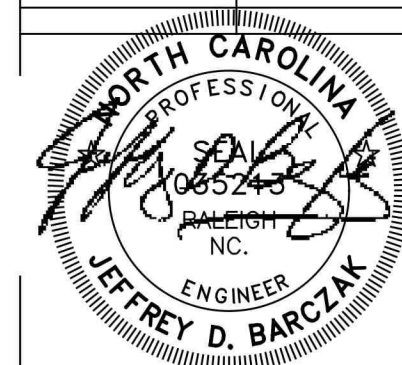
COTSWOLD OF PINEHURST
HOMEOWNERS ASSOC.
ZONING R-MF

COTSWOLD OF PINEHURST
HOMEOWNERS ASSOC.
ZONING R-MF

PREPARED FOR:
KEN BASS
BASS DESIGN & DEVELOPMENT
120 CHESTERFIELD DRIVE
PINEHURST, NC. 28374

PINEHURST INCORPORATED
PHASE 2 UNIT 12
SINGLE FAMILY RESIDENTIAL
ZONING R-10

Proposed Lot	Area (sf)	Buildable Area (sf)	Proposed Lot	Area (sf)	Buildable Area (sf)
1	33,322	16,693	21	27,720	13,479
2	35,524	19,318	22	28,098	13,587
3	29,395	16,797	23	25,773	11,894
4	25,011	11,899	24	26,337	14,237
5	25,020	12,213	25	27,603	13,328
6	25,000	13,138	26	27,509	10,817
7	25,962	14,361	27	26,093	13,742
8	25,039	12,719	28	25,608	13,242
9	25,143	13,380	29	25,639	13,260
10	25,000	12,672	30	25,675	13,274
11	28,011	13,077	31	25,019	13,335
12	30,200	14,832	32	25,010	13,340
13	34,960	20,799	33	25,010	13,340
14	27,339	12,992	34	25,003	11,377
15	37,842	17,430	35	26,591	13,064
16	28,757	16,345	36	33,874	17,514
17	31,410	17,701	37	30,907	16,296
18	27,597	14,270	38	32,878	17,049
19	26,619	12,337	39	30,182	14,896
20	32,396	15,733	40	33,952	16,178



FIRM P-1808 DRAWING NO. C22104R1

BARCZAK ENGINEERING SERVICES PLLC.
139 Grantham House Way, Apex, NC. 27523
PH 414-429-4865, EMAIL barczakengineering@gmail.com

TOWN OF PINEHURST, NC

HOLLYCREST ADDITION NO 1
PRELIMINARY LAYOUT
SINGLE FAMILY RESIDENTIAL

SCALE: HORIZ. 1" = 80' JOB NO.: C22104R1 DATE: 03/18/21
DESIGNED BY: JEFFREY BARCZAK DRAWN BY: JDB CHECKED BY: JDB

Dr. J.H. CARTER III & ASSOCIATES, Inc.

Environmental Consultants
515-F Midland Road
Southern Pines, N.C. 28388
910-695-1043 / 910-695-3317 (fax)

26 March 2021

Mr. Ken Bass
C/O GWB Construction, LLC
120 Chesterfield Drive
Pinehurst, NC 28374

Dear. Mr. Bass:

GWB Construction, LLC, plans to construct the Hollycrest residential subdivision in Pinehurst, Moore County, North Carolina (NC). On 25 March, 2021 a biologist from Dr. J. H. Carter III & Associates, Inc. (JCA) conducted a red-cockaded woodpecker (*Dryobates borealis*=*Picoides borealis*) (RCW) survey on the 40-acre (ac.) project site (Figures 1 and 2). This letter report evaluates the impacts of the project on the Federally-endangered red-cockaded woodpecker pursuant to Section 9 of the Endangered Species Act (ESA), as amended.

The project site is located north of Pine Vista Drive and east of Linden Road (Figure 1). The northern portion of the project site (within the 0.5-mile radius foraging habitat partition of active MOOR Cluster E09) had a moderately dense canopy dominated by uneven-aged longleaf pine (*Pinus palustris*), a moderately dense to dense 10-30 foot (ft.) tall midstory dominated by turkey oak (*Quercus laevis*), flowering dogwood (*Benthamia florida*) and common greenbrier (*Smilax rotundifolia*) and no herbaceous ground cover. The remainder of the project site was dominated by longleaf and loblolly pines (*P. taeda*) with a moderately dense to dense midstory of American holly (*Ilex opaca*), southern magnolia (*Magnolia grandiflora*) and longleaf and loblolly regeneration. Various species of ornamental trees were found to the east of the Hollycrest Drive roundabout.

The project site occurs within the 0.5-mile (mi.) radius foraging habitat partition of active MOOR Cluster E09. A wildlife biologist with Dr. J. H. Carter III & Associates, Inc. (JCA) surveyed RCW habitat on, and within the vicinity of, the project site and updated the activity status of all known RCW cavity trees within MOOR Cluster E09 on 25 March 2021 (Table 1).

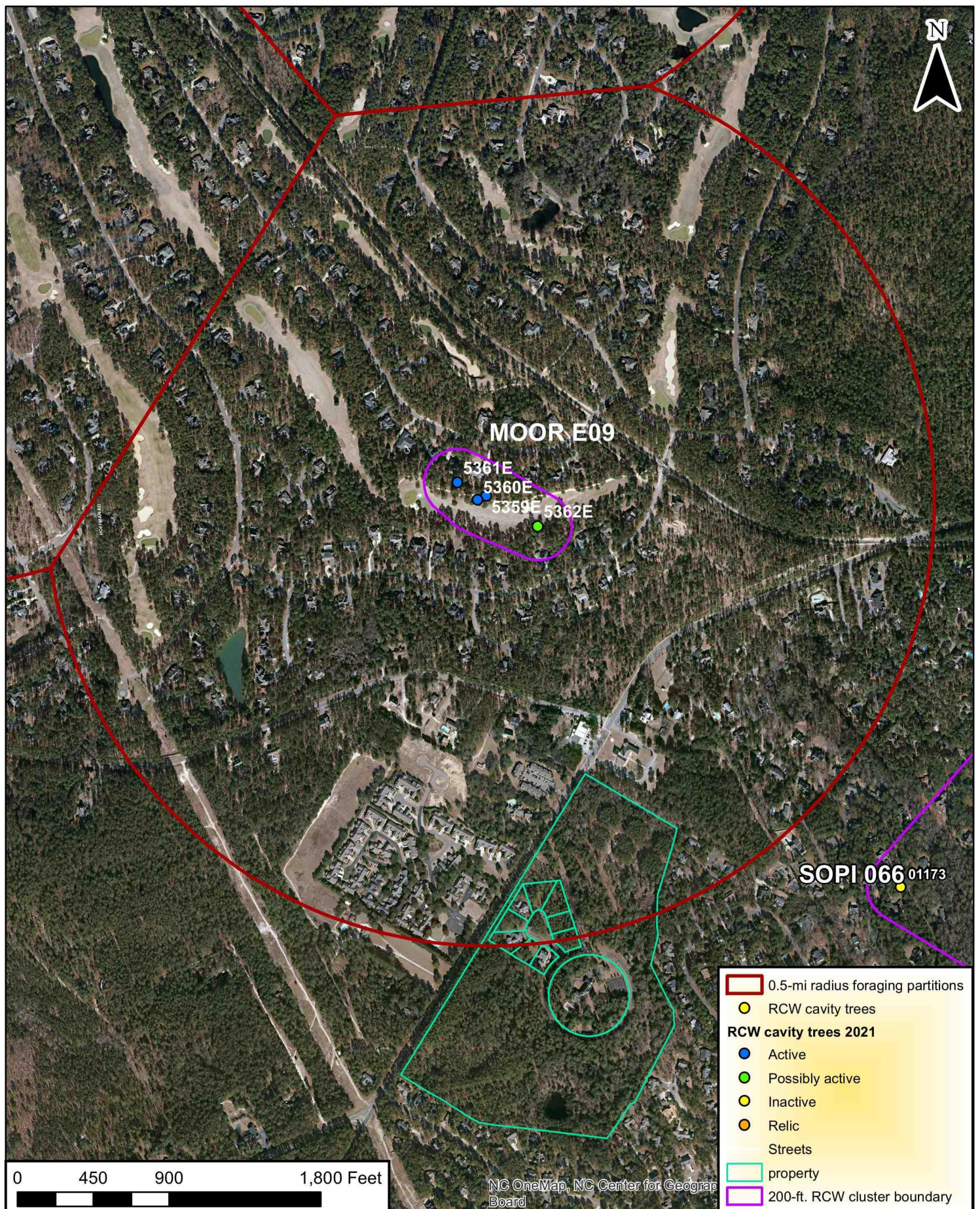


Figure 1. Location of red-cockaded woodpecker (*Dryobates borealis*) cavity trees and clusters within the vicinity of the proposed Hollycrest Residential project in Pinehurst, Moore County, NC.

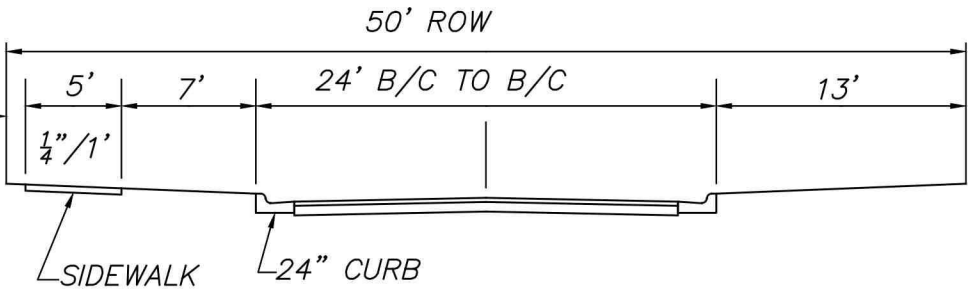
LEGEND

SITE CHARACTERISTICS

TRACT ACREAGE = 35.87 AC.
DEDICATED OPEN SPACE = 5.40 AC.
TOTAL NUMBER OF LOTS = 40
SMALLEST LOT SIZE = 25,000 SF
TOTAL LINEAL FEET STREETS = 2434 FEET
MIN BUILDABLE AREA = 10,800 SF
PROPOSED IMPERVIOUS SURFACE = 5.7 AC.
ROADWAY/SIDEWALK = 2.2 AC.
ROOFS/DRIVES/PATIOS = 3.5 AC.

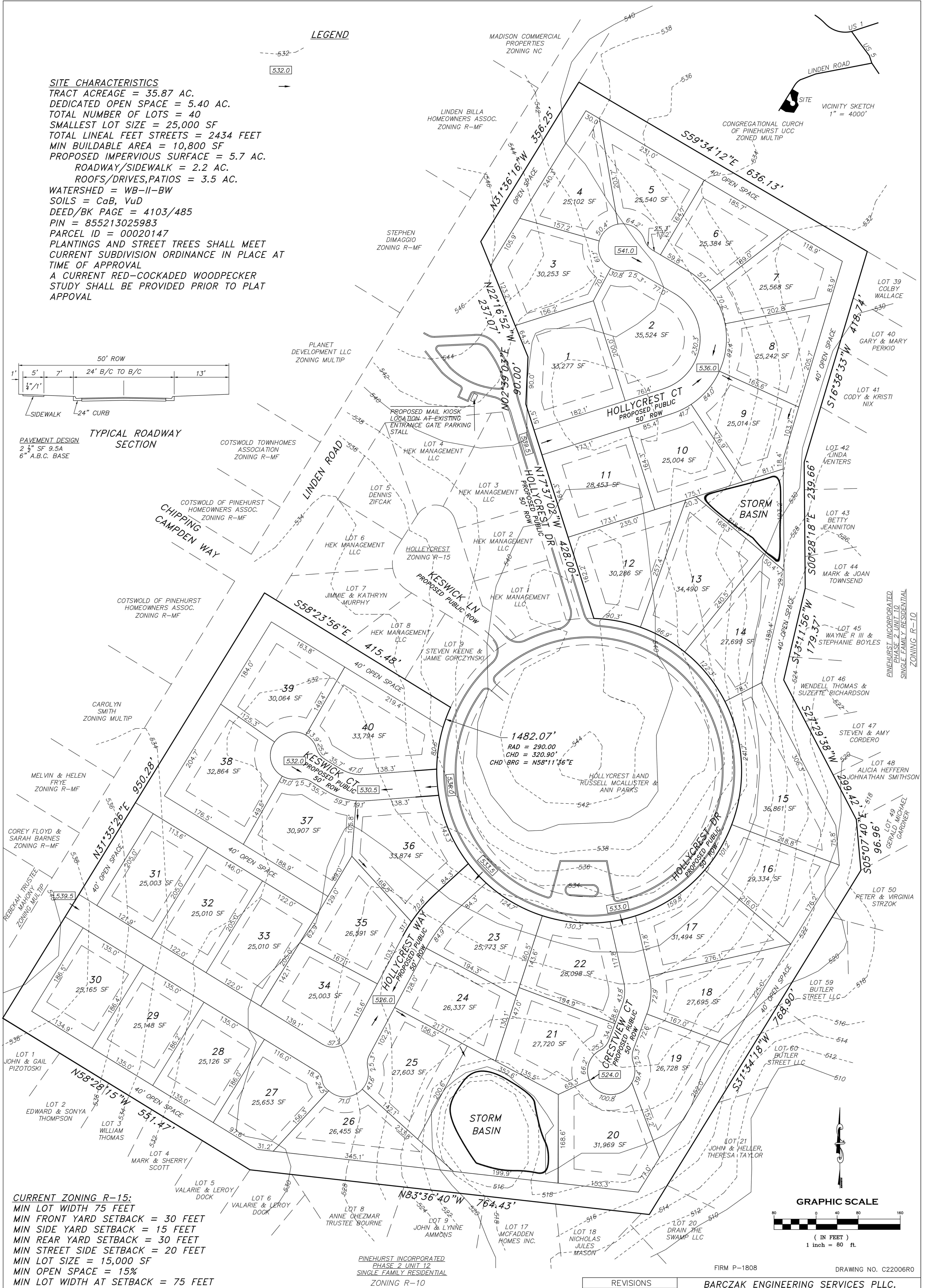
WATERSHED = WB-II-BW
SOILS = CaB, VuD
DEED/BK PAGE = 4103/485
PIN = 855213025983

PARCEL ID = 00020147
PLANTINGS AND STREET TREES SHALL MEET
CURRENT SUBDIVISION ORDINANCE IN PLACE AT
TIME OF APPROVAL
A CURRENT RED-COCKADED WOODPECKER
STUDY SHALL BE PROVIDED PRIOR TO PLAT
APPOVAL



PAVEMENT DESIGN
2.5" SF 9.5A
6" A.B.C. BASE

TYPICAL ROADWAY SECTION



CURRENT ZONING R-15:
MIN LOT WIDTH 75 FEET
MIN FRONT YARD SETBACK = 30 FEET
MIN SIDE YARD SETBACK = 15 FEET
MIN REAR YARD SETBACK = 30 FEET
MIN STREET SIDE SETBACK = 20 FEET
MIN LOT SIZE = 15,000 SF
MIN OPEN SPACE = 15%
MIN LOT WIDTH AT SETBACK = 75 FEET
MIN BUILDABLE AREA = 10,800 SF

PREPARED FOR:
KEN BASS
GBW CONSTRUCTION LLC
120 CHESTERFIELD DRIVE
PINEHURST, NC. 28374

PREPARED BY:
BARCZAK ENGINEERING SERVICES LLC
139 GRANTHAM HOUSE WAY
APEX, NC. 27523
PH 414-429-4865
email barczakengineering@gmail.com



REVISIONS		BARCZAK ENGINEERING SERVICES PLLC.	
DATE	BY	139 Grantham House Way, Apex, NC. 27523 PH 414-429-4865, EMAIL barczakengineering@gmail.com	
		TOWN OF PINEHURST, NC	
		HOLLECRST ADDITION NO 1 PRELIMINARY LAYOUT SINGLE FAMILY RESIDENTIAL	
SCALE: HORIZ. 1" = 80'		JOB NO.:	C22006R0
DESIGNED BY: JEFFREY BARCZAK		DRAWN BY: JDB	CHECKED BY: JDB
APPROVED BY:		DATE: 03/18/20	
		PAGE 1 OF 1	

The cluster has 4 cavity trees, of which 3 have active cavities and one other has a possibly active cavity (Table 1). No new RCW cavity trees were found. The nearest RCW cavity tree (#1173) was located 1,460 ft. east of the project site in inactive SOPI Cluster 66 and contained a relic cavity.

Table 1. Location and status of red-cockaded woodpecker (*Dryobates borealis*) cavity trees in MOOR Cluster E09, Pinehurst, Moore County, North Carolina.

Cluster	Tree Number	Activity	Shape and Stage	Easting	Northing
MOOR E09	5359 E	Active	Normal Insert	636312	3895483
MOOR E09	5360 E	Active	Normal Insert	636297	3895476
MOOR E09	5361 E	Active	Normal Insert	636260	3895507
MOOR E09	5362 E	Possibly Active	Normal Insert	636407	3895431

A pine-forested habitat analysis for MOOR E09 was completed in March 2021. The analysis determined the presence/absence of pine within the 0.5-mi. radius foraging habitat partition. Pre- and post-project totals within the partition were calculated using aerial photography and ArcGIS software. Pre-project, MOOR Cluster E09 had 302.26 ac. of contiguous, pine-forested habitat. The project will remove approximately 12.40 ac. of pine-forested habitat. Post-project, there will be 289.86 ac. of pine-forested habitat within the foraging habitat partition.

Please note that the local USFWS office recommends minimizing the removal of pine trees ≥ 8 inches in dbh to the extent practicable. When thinning, retaining the larger and/or older (flattop) longleaf pines is recommended.

The results of this survey are valid for a period of one year from the date of this letter. A copy of this letter along with a letter from the USFWS will be required when you request a building permit from the local Planning and Zoning office. Beyond one-year, individual lot surveys will be required to obtain a building permit.

Please feel free to call if you have any questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin O'Day". The signature is fluid and cursive, with the first name "Kevin" and last name "O'Day" clearly distinguishable.

Kevin O'Day
Wildlife Biologist

U.S. Fish and Wildlife Service
Attn: Caroline Krom
P.O. Box 119
Southern Pines, NC 28388