VILLAGE COUNCIL
AGENDA FOR WORK SESSION OF MAY 9, 2017
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA

4:30 P.M.

1. Call to Order.

2. Recognition and presentation of certificate for Fire Chief Carlton Cole completing the USFA's Executive Fire Officer Program.

3. Consider a request from Community Presbyterian Church for the Rezoning of +/- 4.25 Acres from R-10 Residential and R-20 Residential to R-10 Residential - Conditional District

4. Presentation of the 2018 Strategic Operating Plan.

5. Presentation by staff on the Draft Village of Pinehurst Historic District Guidelines.

6. Discuss Lake Pinehurst sidewalks.

7. Discuss Lake Pinehurst street lights.

8. Discuss downtown parking.

9. Discuss a potential Triangle J Council of Governments (COG) tri-cities planning project.

10. Other Business

11. Review the preliminary list of items for the 5/23 Regular Meeting agenda.

12. Motion to go into Closed Session pursuant to NCGS §143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness and conditions of appointment of an individual public employee. Specifically, the Council will discuss Village Manager Jeff Sanborn's contract and performance review.

13. Motion to adjourn the Closed Session and re-enter the Work Session.

14. Adjournment.

Vision: 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: Competent, Courteous, Professional, and Responsive.

RECOGNITION AND PRESENTATION OF CERTIFICATE FOR FIRE CHIEF CARLTON COLE COMPLETING THE USFA'S EXECUTIVE FIRE OFFICER PROGRAM.

ADDITIONAL AGENDA DETAILS:

FROM:
Lauren Craig

CC:
Jeff Sanborn

DATE OF MEMO:
5/3/2017

MEMO DETAILS:
Village of Pinehurst Fire Chief Carlton Cole recently completed the USFA's Executive Fire Officer Program and Village Manager Jeff Sanborn will be presenting Carlton his certificate.

CONSIDER A REQUEST FROM COMMUNITY PRESBYTERIAN CHURCH FOR THE REZONING OF +/- 4.25 ACRES FROM R-10 RESIDENTIAL AND R-20 RESIDENTIAL TO R-10 RESIDENTIAL - CONDITIONAL DISTRICT

ADDITIONAL AGENDA DETAILS:

FROM:
Kevin B. Reed, Director of Planning and Inspections

CC:
Jeff Sanborn, Village Manager, Bruce Gould, Principal Planner

DATE OF MEMO:
5/4/2017

MEMO DETAILS:
The Village Council, at its April 25, 2017 meeting, conducted a duly advertised public hearing on a rezoning request submitted by Community Presbyterian Church. Following the hearing and discussion of the request, Village Council asked that the item be placed on the agenda of a future Council work session to further discuss the request with staff and the applicant. Attached is a copy of the staff report presented to the Council in April along with a copy of the Ordinance which includes the conditions recommended by the Planning and Zoning Board. Also, attached is the general concept plan for the proposed Conditional District Rezoning. Please let me know if you have any questions or concerns.

ATTACHMENTS:

	Description
🗋	Staff Report
🗋	Concept Plan 1
🗋	Concept Plan 2
🗋	Concept Plan 3
🗋	Ordinance 17-05 Rezoning Community Pres. Church

1895

VILLAGE OF

PINEHURST

PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Mayor Fiorillo and Village Council

From: Kevin B. Reed, Director of Planning and Inspections

Cc: Jeff Sanborn, Village Manager
Lauren Craig, Village Clerk
Bruce Gould, Principal Planner

Date: April 20, 2017

Subject: Public Hearing and Staff Report for Request by Community Presbyterian Church for the Proposed Rezoning at 105 Everette Road, 110 Everette Road, 125 Everette Road and 35 Kelly Road from R-10 (Residential District) and R-20 (Residential District) to R-10– Residential Conditional District (R-10-CD)

Request:
The applicant requests a conditional district rezoning of +/- 4.25 acres of property currently zoned R-10 (Residential) and R-20 (Residential) to R-10 CD (Residential Conditional District).

This map amendment would rezone five parcels of land. These properties are addressed as 105 Everette Road, 110 Everette Road, 125 Everette Road; and, 35 Kelly Road. The applicant for this proposal is Community Presbyterian Church. The property is owned by Community Presbyterian Church. The property is further defined as being Moore County LRK #'s 24664, 24264, 29859, 17301; and, 9800236.

The purpose of the request is to allow for the construction of a new parking lot, the paving and expansion of the existing sand/grass parking lot on Everette Rd, new driveways and drop off areas, three new covered entrances and landscape improvements.

Churches are allowed as a special use within the R-10 zoning district. However, Section 6.2.1 of the PDO specifies that where an intended use is a special use, the authorization of a Conditional District shall preclude any requirement for obtaining a Special Use Permit in a separate procedure. The intended special uses shall be made part of the application.

Project Profile	
Applicant:	**Community Presbyterian Church**
Owner:	**Community Presbyterian Church**
Property Location:	105 Everette Rd., 110 Everette Rd., 125 Everette Rd. and 35 Kelly Rd.
Rezoning:	The current R-10 and R-20 zoning districts are established as a district in which the principal use of land is for high and low-density residential purposes. The proposed R-10 CD –Residential Conditional District is established as a district in which the principal use of land is for high-density residential purposes. Churches are allowable by special use within each district.
Current Land Use:	Church and vacant property

Analysis:
This property and the surrounding properties are all located within the corporate limits of Pinehurst and are zoned by Pinehurst. The adjacent properties along Fields Road. and Kelly Road are zoned R-10 Residential and Residential Multi-Family (R-MF) and contain single-family homes, a small apartment building and Pinehurst Elementary School. Across Everette Rd. the adjacent properties are zoned R-20 and contain single-family homes

***see maps below**

As part of the proposed Conditional District rezoning the applicant has asked for the following exceptions be made as allowed for in Section 6.2.4 of the Pinehurst Development Ordinance (PDO);

1. To allow for an increase of impervious surface beyond the maximum allowable 40% in the R-10 Zoning District and 35% in the R-20 Zoning District. The applicant is requesting as part of the Conditional District rezoning the new maximum impervious allowable on this site would be 48%.
2. That SR-18 be waived so as to not require the church to be located on 5 acres or on a major collector or thoroughfare street.
3. Conditional District Overlay will replace any previous Special Use Permits with all previous conditions to be removed and no additional requirements established.

As currently designed the petition and General Concept Plan has a proposed impervious surface on the site of 45.26%. The granting of 48% impervious coverage would accommodate any small adjustments that may occur between the General Concept Plan and final preparation of construction documents and completion of the project. Any future development would need to come back through the rezoning process to amend the previously granted rezoning and General Concept Plan.

The Church also is proposing limitations on what uses are allowable on the property and that if the conditional district rezoning is approved that it replace all previously granted special use permits. This is located in the information block on Sheet CD3 and is compliant with the PDO.

Upon examining the surrounding zoning designations and the existing land uses, church uses are compatible with the existing conditions for this area.

Compliance with existing Pinehurst Development Ordinance Regulations:
The church is currently non-compliant with two key provisions of the Pinehurst Development Ordinance (PDO). The first of which is number of required off street parking spaces. This proposal is attempting to create additional on-site parking. If additional parking was to be allowed, the site would be more compliant than it is today. The second provision of the PDO has to do with landscaping of parking areas and buffers. As shown on the General Concept Plan, if approved, the site would also become more compliant with these landscaping standards.

Historic District:
This property is located within the Pinehurst Historic Preservation Overlay District. The three covered entry additions will be required to receive a certificate of appropriateness from the Historic Preservation Commission, as well as the removal of the house and accessory structure at 105 Everette Rd.

Environmental:
A portion of the property is within a watershed protection area but is not an issue for this development. The site does not contain any Red Cockaded Woodpecker habitat or any other environmentally significant feature.

TRC Review:
The Technical Review Committee (TRC), a staff committee for Village development review, has reviewed the project and found it to be compliant. There a two areas of recommendation that the TRC brought up that will need to be vetted by the Village Council. That is to allow parking in the Village right-of-way in front of 125 Everette Rd. and 35 Kelly Rd. In both of these areas parking is currently prohibited by Village Council adopted ordinance and no parking signs are installed.

Recommendation:
The Planning and Zoning Board conducted a duly advertised public hearing at its April 6, 2017 meeting. Following the hearing and discussion of the request, the Board voted unanimously to recommend to the

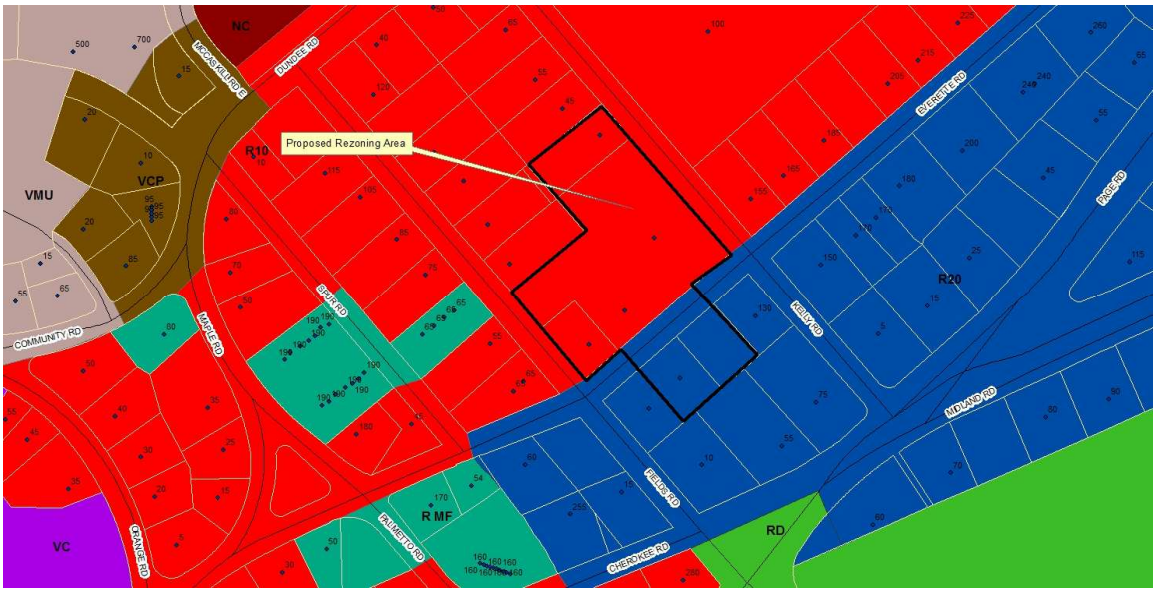
Village Council that the rezoning request and the General Concept Plan be approved with the following conditions:

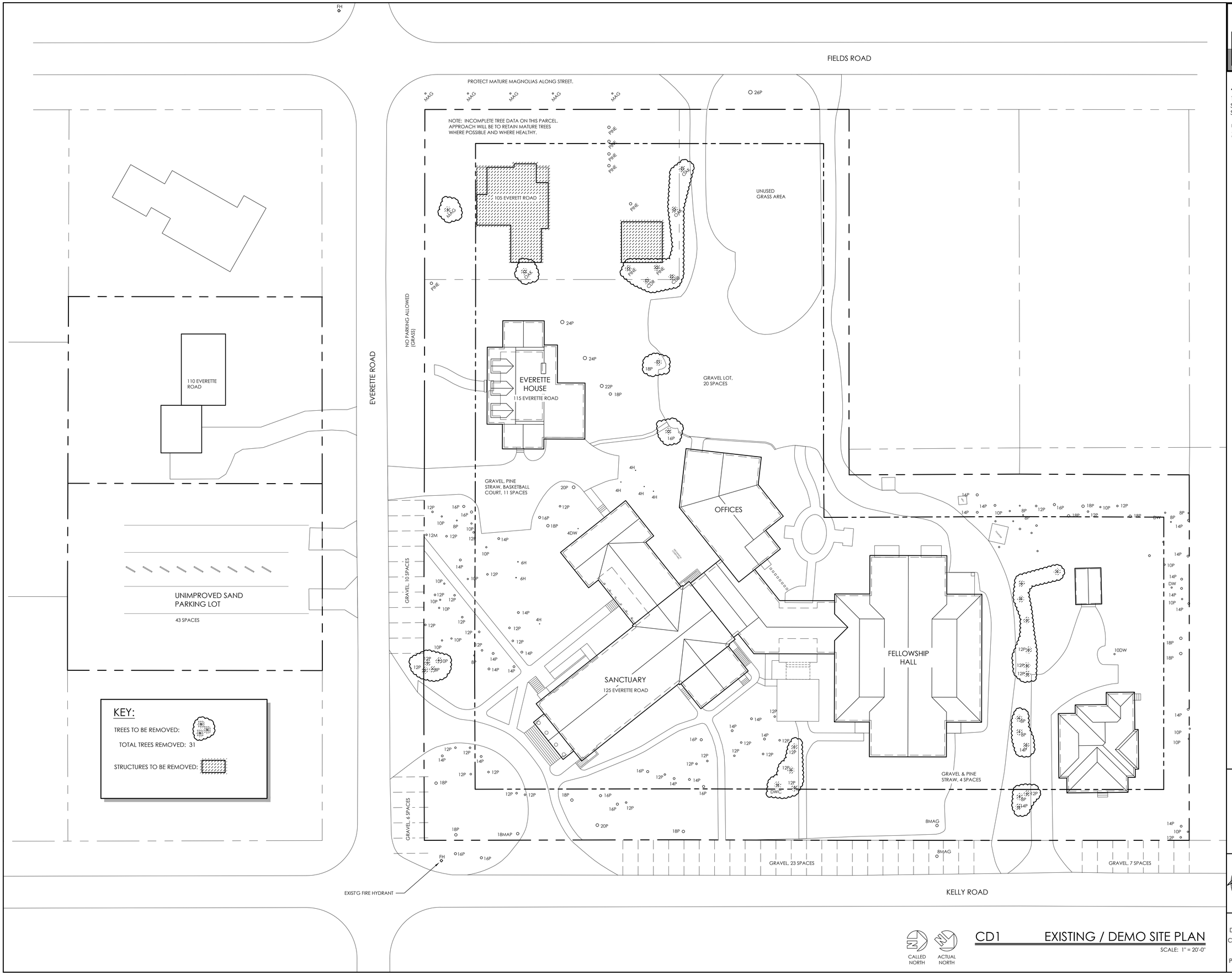
1. To allow for an increase of impervious surface which would not exceed 48%.
2. A waiver to SR-18 so as to not require the church to be located on 5 acres or on a major collector or thoroughfare street.
3. All conditions of previously approved special use permits are waived including the requirement that 35 Kelly Road not be used for Church purposes and must remain a single-family residence.
4. Edit Table of Permitted Uses and limit the uses of the property to include only the following:
    a. Dwelling, Single Family
    b. Religious Institution
    c. Accessory Uses:
        i. Beekeeping – Limited to 110 Everette Road and 35 Kelly Road
        ii. Cemetery
        iii. Child/Adult Day Care Home Occupation – Limited to 110 Everette Road and 35 Kelly Road
        iv. Wireless Telecom
        v. Home Occupation – Limited to 110 Everette Road and 35 Kelly Road
        vi. Pet Houses and Pet Runs –Limited to 110 Everette Road and 35 Kelly Road
        vii. Playgrounds
        viii. Accessory Buildings
        ix. Accessory Structures
    d. Temporary Uses – Retain all temporary uses as permitted by the PDO
5. Preschool will operate as an accessory use to the Church, thus child care, as a separately permitted use is not required or requested
6. Conditional District Overlay will replace any previous Special Use Permits with all previous conditions to be removed and no additional requirements established.
7. Trees to be removed shall be replaced at a minimum ratio of 1 to 1. (THIS CONDITION WAS RECOMMENDED BY THE P&Z BOARD AND AGREED TO BY THE APPLICANT)
8. No additional parking may be established in the Village right-of-way and all existing parking within the right-of-way must be removed by the Church and the areas landscaped and vegetated by the Church with Village staff approval so as to not permit parking of any kind in the right-of-way. (THIS CONDITION WAS RECOMMENDED BY THE P&Z BOARD BUT HAS NOT BEEN AGREED TO BY THE APPLICANT)

Comprehensive Plan Consistency Statement:
Page 28 of the Pinehurst 2010 Comprehensive Long Range Plan indicates that the Village should seek ways to enhance the overall community spirit and the pride and sense of community that exists in Pinehurst.

Page 18 of the 2010 Comprehensive Long Range indicates that some major strategies of the Village in both the business and residential area are to enhance landscaping, shield/buffer/screen parking areas from adjacent roads.

Page 3 of the 2010 Comprehensive Long Range Plan indicates that the Village of Pinehurst intends to address community needs in the most efficient and cost effective ways. Places of worship are certainly a community need and allowing this established church to add needed additional parking and become more compliant regarding parking and landscape standards is therefore deemed to be in accordance with the 2010 Comprehensive Plan. Achieving goals in accordance with the Comprehensive Plan is considered reasonable and in the best interest of the public.





CD1 EXISTING / DEMO SITE PLAN

SCALE: 1" = 20'-0"

the BOGLE FIRM
ARCHITECTURE
100 W. INNES ST
SUITE 200A
SALISBURY, NC 28144
pete@boglefirm.com
www.boglefirm.com
704.213.4553

PUBLICATION OR REUSE OF THESE DRAWINGS OR ANY INCLUDED DETAILS MUST BE WITH THE WRITTEN CONSENT OF THE FIRM'S PRINCIPAL ARCHITECT.

EXISTING SITE PLAN

FEBRUARY 2017

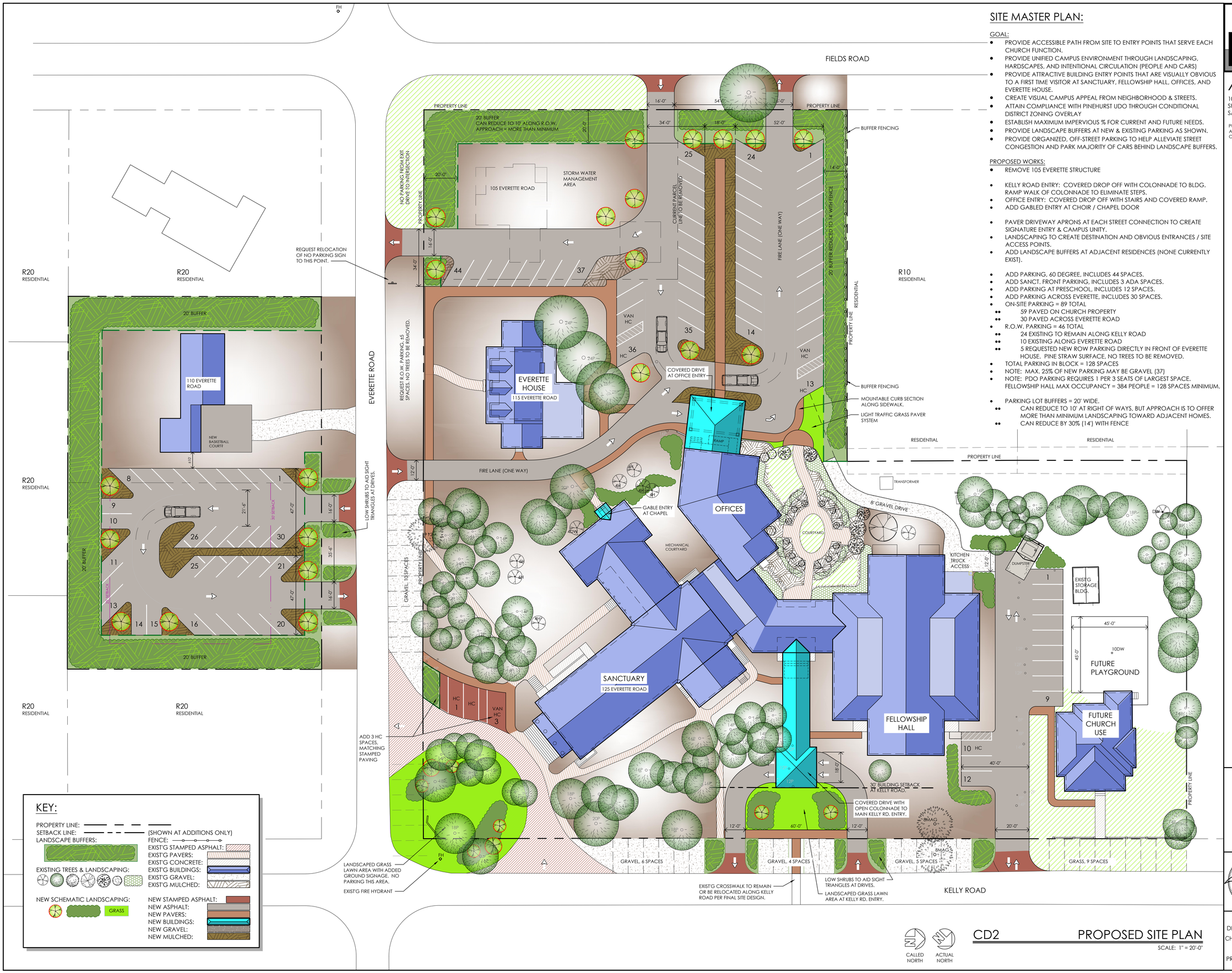
COMMUNITY PRESBY CHURCH

125 EVERETTE ROAD
PINEHURST, NC

DONALD R. BOGLE
10100
REGISTERED
NORTH CAROLINA
SALISBURY, NC

DRAWN BY: DRB
CHECKED BY: DRB
DATE: 2/2017
PROJECT #: 1624

SHEET NUMBER
CD1
OF: 3



SITE MASTER PLAN:

GOAL:

- PROVIDE ACCESSIBLE PATH FROM SITE TO ENTRY POINTS THAT SERVE EACH CHURCH FUNCTION.
- PROVIDE UNIFIED CAMPUS ENVIRONMENT THROUGH LANDSCAPING, HARDSCAPES, AND INTENTIONAL CIRCULATION (PEOPLE AND CARS)
- PROVIDE ATTRACTIVE BUILDING ENTRY POINTS THAT ARE VISUALLY OBVIOUS TO A FIRST TIME VISITOR AT SANCTUARY, FELLOWSHIP HALL, OFFICES, AND EVERETTE HOUSE.
- CREATE VISUAL CAMPUS APPEAL FROM NEIGHBORHOOD & STREETS.
- ATTAIN COMPLIANCE WITH PINEHURST UDO THROUGH CONDITIONAL DISTRICT ZONING OVERLAY
- ESTABLISH MAXIMUM IMPERVIOUS % FOR CURRENT AND FUTURE NEEDS.
- PROVIDE LANDSCAPE BUFFERS AT NEW & EXISTING PARKING AS SHOWN.
- PROVIDE ORGANIZED, OFF-STREET PARKING TO HELP ALLEVIATE STREET CONGESTION AND PARK MAJORITY OF CARS BEHIND LANDSCAPE BUFFERS.

PROPOSED WORKS:

- REMOVE 105 EVERETTE STRUCTURE

- KELLY ROAD ENTRY: COVERED DROP OFF WITH COLONNADE TO BLDG. RAMP WALK OF COLONNADE TO ELIMINATE STEPS.
- OFFICE ENTRY: COVERED DROP OFF WITH STAIRS AND COVERED RAMP.
- ADD GABLED ENTRY AT CHOIR / CHAPEL DOOR

- PAVER DRIVEWAY APRONS AT EACH STREET CONNECTION TO CREATE SIGNATURE ENTRY & CAMPUS UNITY.
- LANDSCAPING TO CREATE DESTINATION AND OBVIOUS ENTRANCES / SITE ACCESS POINTS.
- ADD LANDSCAPE BUFFERS AT ADJACENT RESIDENCES (NONE CURRENTLY EXIST).

- ADD PARKING, 60 DEGREE, INCLUDES 44 SPACES.
- ADD SANCT. FRONT PARKING, INCLUDES 3 ADA SPACES.
- ADD PARKING AT PRESCHOOL, INCLUDES 12 SPACES.
- ADD PARKING ACROSS EVERETTE, INCLUDES 30 SPACES.
- ON-SITE PARKING = 89 TOTAL
  - 59 PAVED ON CHURCH PROPERTY
  - 30 PAVED ACROSS EVERETTE ROAD
- R.O.W. PARKING = 46 TOTAL
  - 24 EXISTING TO REMAIN ALONG KELLY ROAD
  - 10 EXISTING ALONG EVERETTE ROAD
  - 5 REQUESTED NEW ROW PARKING DIRECTLY IN FRONT OF EVERETTE HOUSE. PINE STRAW SURFACE, NO TREES TO BE REMOVED.
- TOTAL PARKING IN BLOCK = 128 SPACES
- NOTE: MAX. 25% OF NEW PARKING MAY BE GRAVEL (37)
- NOTE: PDO PARKING REQUIRES 1 PER 3 SEATS OF LARGEST SPACE. FELLOWSHIP HALL MAX OCCUPANCY = 384 PEOPLE = 128 SPACES MINIMUM.

- PARKING LOT BUFFERS = 20' WIDE.
  - CAN REDUCE TO 10' AT RIGHT OF WAYS, BUT APPROACH IS TO OFFER MORE THAN MINIMUM LANDSCAPING TOWARD ADJACENT HOMES.
  - CAN REDUCE BY 30% (14') WITH FENCE

KEY:

PROPERTY LINE:
SETBACK LINE:
LANDSCAPE BUFFERS:
EXISTING TREES & LANDSCAPING:
NEW SCHEMATIC LANDSCAPING: GRASS

(SHOWN AT ADDITIONS ONLY)
FENCE:
EXIST'G STAMPED ASPHALT:
EXIST'G PAVERS:
EXIST'G CONCRETE:
EXIST'G BUILDINGS:
EXIST'G GRAVEL:
EXIST'G MULCHED:
NEW STAMPED ASPHALT:
NEW ASPHALT:
NEW PAVERS:
NEW BUILDINGS:
NEW GRAVEL:
NEW MULCHED:

CALLED NORTH / ACTUAL NORTH

CD2 PROPOSED SITE PLAN
SCALE: 1" = 20'-0"

the BOGLE FIRM ARCHITECTURE
100 W. INNES ST pete@boglefirm.com
SUITE 200A www.boglefirm.com
SALISBURY, NC 28144 704.213.4553

PUBLICATION OR REUSE OF THESE DRAWINGS OR ANY INCLUDED DETAILS MUST BE WITH THE WRITTEN CONSENT OF THE FIRM'S PRINCIPAL ARCHITECT.

CONDITIONAL DISTRICT SITE PLAN

PROPOSED DEVELOPMENT MASTER PLAN GOALS

FEBRUARY 2017

COMMUNITY PRESBY CHURCH

125 EVERETTE ROAD
PINEHURST, NC

DONALD R. BOGLE NC 10100 SALISBURY, NC

DRAWN BY: DRB
CHECKED BY: DRB
DATE: 2/2017
PROJECT #: 1624

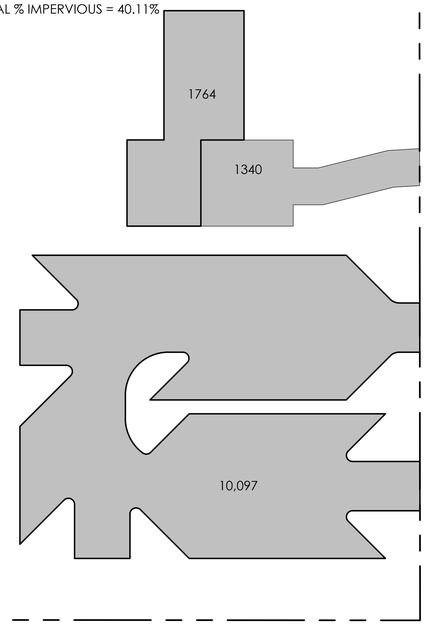
SHEET NUMBER CD2
OF: 3

TOTAL IMPERVIOUS CALCULATIONS

CHURCH PROPER = 152,141 SF
HOUSE & PARKING = 32,913 SF
TOTAL = 185,054 SF
TOTAL IMPERV. SHOWN = 83,755 SF
TOTAL % IMPERVIOUS = 45.26%

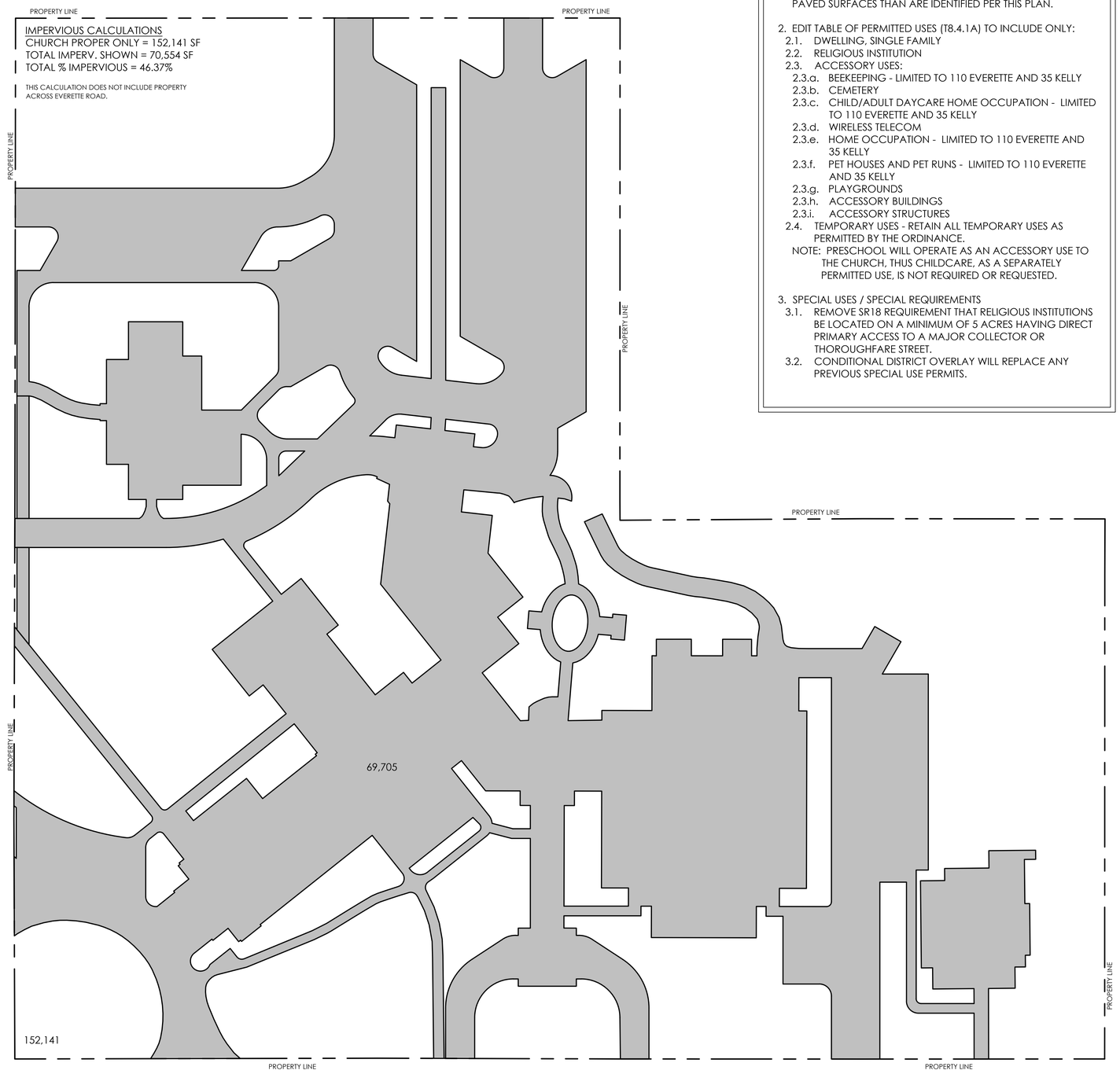
NOT ACCOUNTED: PLAYGROUND SURFACES

IMPERVIOUS CALCULATIONS
110 HOUSE & PARKING = 32,913 SF
TOTAL IMPERV. SHOWN = 13,201 SF
TOTAL % IMPERVIOUS = 40.11%



IMPERVIOUS CALCULATIONS
CHURCH PROPER ONLY = 152,141 SF
TOTAL IMPERV. SHOWN = 70,554 SF
TOTAL % IMPERVIOUS = 46.37%

THIS CALCULATION DOES NOT INCLUDE PROPERTY ACROSS EVERETTE ROAD.



ZONING:

EXISTING BASE ZONING = R10

PROPOSED CONDITIONAL DISTRICT OVERLAY REVISIONS TO R10:

1. IMPERVIOUS SURFACES LIMIT INCREASE TO 48%. THIS REQUESTED AMOUNT ALLOWS FOR 2.74% (5,070 SF) MORE PAVED SURFACES THAN ARE IDENTIFIED PER THIS PLAN.

2. EDIT TABLE OF PERMITTED USES (T8.4.1A) TO INCLUDE ONLY:
   - 2.1. DWELLING, SINGLE FAMILY
   - 2.2. RELIGIOUS INSTITUTION
   - 2.3. ACCESSORY USES:
     - 2.3.a. BEEKEEPING - LIMITED TO 110 EVERETTE AND 35 KELLY
     - 2.3.b. CEMETERY
     - 2.3.c. CHILD/ADULT DAYCARE HOME OCCUPATION - LIMITED TO 110 EVERETTE AND 35 KELLY
     - 2.3.d. WIRELESS TELECOM
     - 2.3.e. HOME OCCUPATION - LIMITED TO 110 EVERETTE AND 35 KELLY
     - 2.3.f. PET HOUSES AND PET RUNS - LIMITED TO 110 EVERETTE AND 35 KELLY
     - 2.3.g. PLAYGROUNDS
     - 2.3.h. ACCESSORY BUILDINGS
     - 2.3.i. ACCESSORY STRUCTURES
   - 2.4. TEMPORARY USES - RETAIN ALL TEMPORARY USES AS PERMITTED BY THE ORDINANCE.
   - NOTE: PRESCHOOL WILL OPERATE AS AN ACCESSORY USE TO THE CHURCH, THUS CHILDCARE, AS A SEPARATELY PERMITTED USE, IS NOT REQUIRED OR REQUESTED.

3. SPECIAL USES / SPECIAL REQUIREMENTS
   - 3.1. REMOVE SR18 REQUIREMENT THAT RELIGIOUS INSTITUTIONS BE LOCATED ON A MINIMUM OF 5 ACRES HAVING DIRECT PRIMARY ACCESS TO A MAJOR COLLECTOR OR THOROUGHFARE STREET.
   - 3.2. CONDITIONAL DISTRICT OVERLAY WILL REPLACE ANY PREVIOUS SPECIAL USE PERMITS.

CALLED NORTH

ACTUAL NORTH

CD3 IMPERVIOUS CALCULATIONS

SCALE: 1" = 20'-0"

the BOGLE FIRM ARCHITECTURE
100 W. INNES ST
SUITE 200A
SALISBURY, NC 28144
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CONDITIONAL DISTRICT SITE PLAN

IMPERVIOUS CALCULATIONS
ZONING REQUESTS

FEBRUARY 2017

COMMUNITY PRESBY CHURCH

125 EVERETTE ROAD
PINEHURST, NC

DONALD R. BOGLE 10100 NORTH CAROLINA SALISBURY, NC

DRAWN BY: DRB
CHECKED BY: DRB
DATE: 2/2017
PROJECT #: 1624

SHEET NUMBER
CD3
OF: 3

ORDINANCE #17-05:

AN ORDINANCE AMENDING THE OFFICIAL PINEHURST ZONING MAP AS IT PERTAINS TO THE REZONING OF CERTAIN LAND LOCATED AT 105 EVERETTE ROAD, 110 EVERETTE ROAD, 125 EVERETTE ROAD AND 35 KELLY ROAD.

THAT WHEREAS, the Village Council of the Village of Pinehurst adopted a new Pinehurst Development Ordinance and Map on the 8th day of October, 2014, for the purpose of regulating planning and development in the Village of Pinehurst and the extraterritorial area over which it has jurisdiction; and

WHEREAS, said Ordinance and Map may be amended from time to time as circumstances and the best interests of the community have required; and

WHEREAS, a public hearing was held at 4:30 p.m. on April 25, 2017 in the Assembly Hall of the Pinehurst Village Hall, Pinehurst, North Carolina after due notice in the Pilot, a newspaper in Southern Pines, North Carolina, with general circulation in the Village of Pinehurst, and its extraterritorial jurisdiction, for the purpose of considering rezoning of multiple parcels of land consisting of approximately 4.25 acres addressed as 105 Everette Road, 110 Everette Road, 125 Everette Road; and, 35 Kelly Road, further defined as being Moore County LRK #'s 24664, 24264, 29859, 17301; and, 9800236 from R-10 (Residential District) and R-20 (Residential District) to R-10 Residential Conditional District (R-10-CD) at which time all interested citizens, residents and property owners in the Village of Pinehurst and its extraterritorial jurisdiction were given an opportunity to be heard as to whether they favored or opposed the proposed rezoning; and

WHEREAS, the Planning and Zoning Board has recommended the zoning map be amended and General Concept Plan be approved; and

WHEREAS, the applicant has agreed upon the following condition(s):

1. **To allow for an increase of impervious surface which would not exceed 48%.**
2. **A waiver to SR-18 so as to not require the church to be located on 5 acres or on a major collector or thoroughfare street.**
3. **All conditions of previously approved special use permits are waived including the requirement that 35 Kelly Road not be used for Church purposes and must remain a single-family residence.**
4. **Edit Table of Permitted Uses and limit the uses of the property to include only the following:**
    a. **Dwelling, Single Family**
    b. **Religious Institution**
    c. **Accessory Uses:**

DRAFT

i. **Beekeeping – Limited to 110 Everette Road and 35 Kelly Road**
ii. **Cemetery**
iii. **Child/Adult Day Care Home Occupation – Limited to 110 Everette Road and 35 Kelly Road**
iv. **Wireless Telecom**
v. **Home Occupation – Limited to 110 Everette Road and 35 Kelly Road**
vi. **Pet Houses and Pet Runs –Limited to 110 Everette Road and 35 Kelly Road**
vii. **Playgrounds**
viii. **Accessory Buildings**
ix. **Accessory Structures**

d. **Temporary Uses – Retain all temporary uses as permitted by the PDO**

5. **Preschool will operate as an accessory use to the Church, thus child care, as a separately permitted use is not required or requested**
6. **Conditional District Overlay will replace any previous Special Use Permits with all previous conditions to be removed and no additional requirements established.**
7. **Trees to be removed shall be replaced at a minimum ratio of 1 to 1.**
8. **No additional parking may be established in the Village right-of-way and all existing parking within the right-of-way must be removed by the Church and the areas landscaped and vegetated by the Church with Village staff approval so as to not permit parking of any kind in the right-of-way.**

WHEREAS, the Village Council, after considering all of the facts and circumstances surrounding the proposed rezoning, have determined that it is in the best interests of the Village of Pinehurst and the extraterritorial jurisdiction that the Development Ordinance and Zoning Map be amended.

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled on this 9th day of May, 2017 as follows:

SECTION 1. That the Pinehurst Zoning Map of the Village of Pinehurst and its extraterritorial zoning jurisdiction be and the same hereby is amended by rezoning of approximately 4.25 acres addressed as 105 Everette Road, 110 Everette Road, 125 Everette Road; and, 35 Kelly Road, further defined as being Moore County LRK #'s 24664, 24264, 29859, 17301; and, 9800236 from R-10 (Residential District) and R-20 (Residential District) to R-10 Residential Conditional District (R-10-CD).

SECTION 2. The rezoning map and General Concept Plan is attached hereto as Exhibit A and made a part hereof, the same as if included verbatim.

SECTION 3. This Ordinance shall be and remain in full force and effect from and after the date of its adoption.

Adopted this 9th day of May, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

_____
Lauren M. Craig, Village Clerk

Approved as to Form:

_____
Michael J. Newman, Village Attorney

DRAFT

EXHIBIT A

DRAFT

PRESENTATION OF THE 2018 STRATEGIC OPERATING PLAN.
ADDITIONAL AGENDA DETAILS:

FROM:
Jeff Sanborn

CC:
Natalie Hawkins and John Frye

DATE OF MEMO:
5/3/2017

MEMO DETAILS:
At your meeting on May 9th, I will present the Council and the public an overview of the Recommended FY 2018 Budget and Strategic Operating Plan. I have attached the Budget in Brief which provides an overview of what is included in the Recommended FY 2018 Budget and a copy of my presentation.

A hard copy of the proposed 2018 Strategic Operating Plan was delivered to you on Thursday, May 4th. The document will also be placed on the Village's website and a printed copy will be available at the Village Hall for public inspection, as required by law.

As a reminder, Council has two budget work sessions scheduled to discuss the budget in more detail:

Monday, May 15th at 4:00 pm
Wednesday, May 17th at 4:00 pm

We propose to launch an Open Village Hall topic to allow the public to comment electronically on the Recommended FY 2018 Budget after the budget work sessions are held. In addition, a public hearing is scheduled for Tuesday, May 23rd at 4:30 pm for the Council to receive public comments on the budget.

As always, thank you for your leadership and direction throughout the process of developing the 2018 Strategic Operating Plan.

ATTACHMENTS:

Description

- FY 2018 Budget in Brief
- FY 2018 SOP Presentation

Letter from the Mayor

The Village Council is committed to ensuring Pinehurst is a charming, vibrant community which reflects our rich history and traditions. For the past five years, you have given us feedback on our services through the annual Community and Business Surveys. The Council and staff have used that feedback, along with other relevant data, to prepare the 2018 Strategic Operating Plan that includes the FY 2018 Budget.

Mayor Nancy R. Fiorillo

The Village Council has identified nine strategic goals, supported by 15 strategic objectives on the Balanced Scorecard (BSC). The nine strategic goals of the Village for FY 2018 are to:

1. Safeguard the community,
2. Ensure an attractive residential community,
3. Ensure a thriving business community,
4. Provide multimodal transportation systems,
5. Protect the environment,
6. Maintain an active, healthy community,
7. Professionally manage a high performing organization,
8. Attract & retain an engaged workforce, and
9. Maintain a healthy financial condition.

The FY 2018 Budget contains a $0.295 per $100 valuation property tax rate that is consistent with last year's tax rate. The Council's four Areas of Focus for the Village for FY 2018 include: 1) guiding appropriate redevelopment and growth, 2) providing interconnected neighborhood sidewalks, 3) maintaining high quality streets, and 4) providing recreation programs, leisure activities, and cultural arts events for all ages.

In support of our goals and objectives, we have several Initiative Action Plans (IAPs) that span the five-year planning period of FY 2018–2022. This *Budget in Brief* describes those action plans and other key items included in the FY 2018 Budget. For more information on action plans, please see the *Strategic Priorities* section of the 2018 Strategic Operating Plan, which may be found on our website at www.vopnc.org.

This year, the Village's budget includes funding for the design of a new 18,000 square foot community center that is planned to be constructed in FY 2019. This project is being funded with existing Village funds and a $1.0 million loan that will be repaid under the current tax rate of $0.295 per $100 valuation.

With diligent financial oversight, the Village's professional staff and Council have been effective stewards of our tax dollars, ensuring the delivery of quality services that our residents, businesses, and visitors require and expect. As in the past, the FY 2018 Budget is prepared utilizing sound financial policies and reflects the Council's thoughtful consideration of the services provided and priorities identified by residents and businesses.

Several great initiatives and projects are planned for FY 2018, and I encourage you to read further about those in the 2018 Strategic Operating Plan.

Nancy Roy Fiorillo

Nancy Fiorillo, Mayor
Village of Pinehurst, NC

Fiscal Year (FY) 2018 Initiative Action Plans

The FY 2018 Budget includes 12 Initiative Action Plans (IAPs) at a cost of $1.3 million to address the Village's nine strategic goals, 5 of which are designated as an Area of Focus (AOF). In the five-year planning period there are a total of 13 IAPs at a cost of $8.1 million. Additional information on action plans can be found in the *Strategic Priorities* section of the 2018 Strategic Operating Plan. Initiative Action Plans in the FY 2018 Budget and their cost are as follows:

Customer Perspective

Safeguard the Community ($15,000)

1. **Traffic pre-emption program** - Installation of traffic pre-emption devices at 3 signalized intersections - ***$15,000***

Ensure an Attractive Residential Community ($90,000)

2. **Community aesthetics** – Develop and implement a multi-year master plan for landscape enhancements along Highway 211 - ***$25,000***
3. **Land use planning** AOF – Develop a Village-wide land use plan - ***$65,000***

Ensure a thriving business community ($145,000)

4. **Commercial streetscape enhancements** – Install brick sidewalks and streetlights on McCaskill and McIntyre Roads - ***$145,000***

Provide multimodal transportation systems ($442,500)

5. **Neighborhood sidewalks** AOF – Install approximately 1.34 miles of concrete sidewalks in the Lake Pinehurst neighborhood - ***$433,000***
6. **Street lighting** AOF – Install approximately 20 street lights in the Lake Pinehurst neighborhood - ***$9,500***
7. **Transportation improvements** AOF – Collaborate with NCDOT on state road improvements needed in the Village - ***$0***

Balanced Scorecard (BSC)

The BSC contains goals, objectives, and Key Performance Indicators (KPIs) in four perspectives to ensure a balanced approach to the evaluation of achievement of organizational strategy. These four perspectives are:

1. Customer
2. Internal
3. Employee
4. Financial

Maintain an active, healthy community ($533,200)

8. **Recreation facilities** AOF – Pave the Cannon Park parking lot and complete design for a *NEW* Community Center to be built in FY19 - ***$533,200***

Internal Perspective

Professionally manage a high performing organization ($53,600)

9. **Transparent operations** – Create online dashboards to be launched in FY19 to inform the public of Village performance - ***$0***
10. **Planning & Inspection process improvements** – Evaluate the permit & inspection processes and implement technology for efficiency and service level enhancements - ***$53,600***

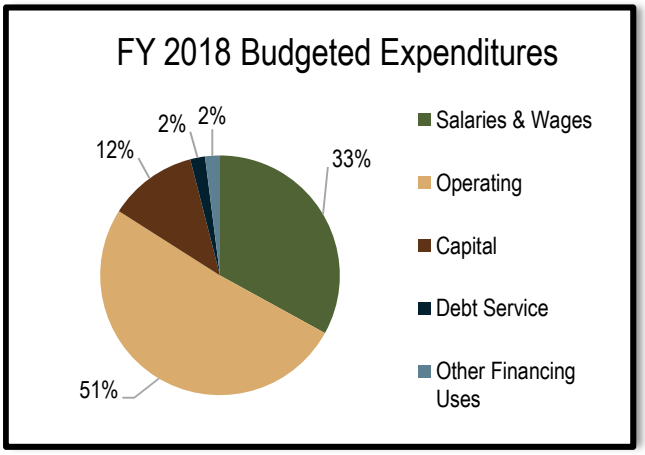
Workforce Perspective

Attract and retain an engaged workforce ($5,000)

11. **Workforce learning and development** - Train and develop Village employees and develop a formal Village-wide succession plan - ***$5,000***
12. **Incentive reward program** - Develop and implement a financial incentive reward program for Village employee performance to be implemented in FY19 - ***$0***

Fiscal Year (FY) 2018 General Fund Expenditures

The FY 2018 Budget for salaries and wages for the Village's 139 full-time equivalents (FTEs) accounts for 52% of total expenditures, or $6.4 million. Funding for merit raises ranging from 0-3% for employees totals $174,000. Also, the FY 2018 Budget includes the third year of a five-year phase out of the dependent coverage health insurance premium subsidy provided by the Village. The Village currently subsidizes 15% of dependent coverage insurance premiums for employees and will continue to pay for 100% of health insurance premiums for employees.

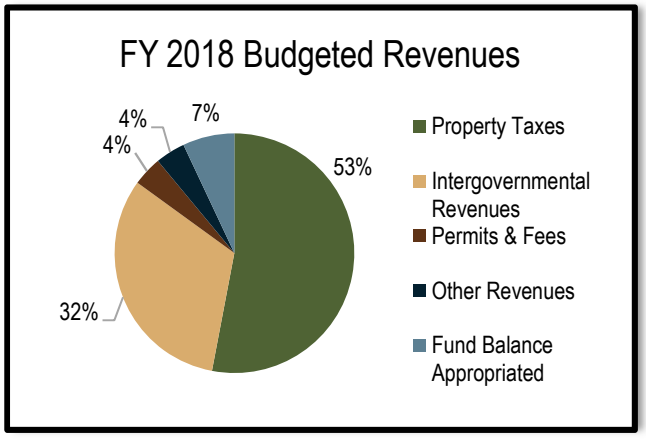


This budget includes an increase of 2.45 full time equivalents (FTEs) for 4 positions. A full time Grounds Specialist in Buildings & Grounds and two seasonal Maintenance Workers totaling 0.7 FTEs in Streets & Grounds are included based on the recommendation from the Grounds Maintenance evaluation completed last year. In addition, a part-time Finance Technician position is being moved to full time and a part-time Human Resources Assistant is being increased by 0.25 FTEs to address capacity shortages in these departments.

In FY 2018, the recommended budget includes $2.2 million in capital investment, or 12% of total expenditures. In addition, the budget also includes a transfer of $344,000 from the General Fund to a capital project fund to cover the cost of design for the new Community Center. This Other Financing Use represents 2% of total expenditures.

Overall, the FY 2018 Budget totals $19,139,093 or 0.5% above the prior year's amended General Fund budget at December 31, 2016. The recommended budget as presented results in a per capita expenditure of $1,172 based on a projected population of 16,328.

Fiscal Year (FY) 2018 General Fund Revenues



The primary revenue source for the Village is property taxes, accounting for 53% of total revenues, or $10.1 million. In FY 2018, the Village will maintain the current $0.295 per $100 valuation property tax rate.

At $6.1 million, intergovernmental revenues are the second largest revenue category, making up 32% of total General Fund revenues. These revenues include local option sales taxes, utility sales taxes, and other state-collected revenues. Of these, local option sales taxes (or 2 cents of the 6 ¾ cents paid in sales tax) are the largest intergovernmental revenue source for the Village, representing 17% of the budget.

The Village is also budgeting to use $1.3 million of appropriated fund balance (or Village savings), which represents 6.7% of total revenues and is above the expected budget-to-actual variance of $990,000. Because revenues historically come in at 101% of budget and expenditures typically fall 5% below budget, we estimate the Village will actually only use $295,000 of appropriated fund balance in FY 2018. This will result in an ending fund balance of approximately 47.8%, above the Council's target fund balance policy range of 30%-40%.

Long Term Debt

The Village continues to pay down its debts and has only $1.07 million in long-term debt outstanding. Total required principal and interest payments for FY 2018 amount to $363,000, or 2% of the total annual budget. The Village does not plan to issue any new debt in FY 2018.

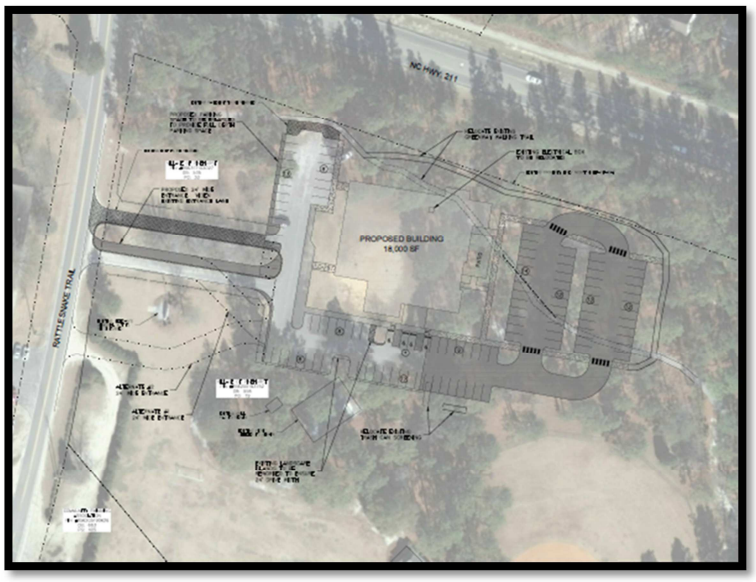
Capital Expenditures

Capital expenditures total $2.2 million in FY 2018, or 12% of the annual budget. In addition to routine vehicle and equipment replacements, significant capital expenditures include:

- Neighborhood sidewalks ($430,000)
- Streetscape improvements on McCaskill Road ($145,000)
- Paving of Cannon Park parking lot ($120,000)
- Storm drainage projects ($110,000)

NEW! Community Center

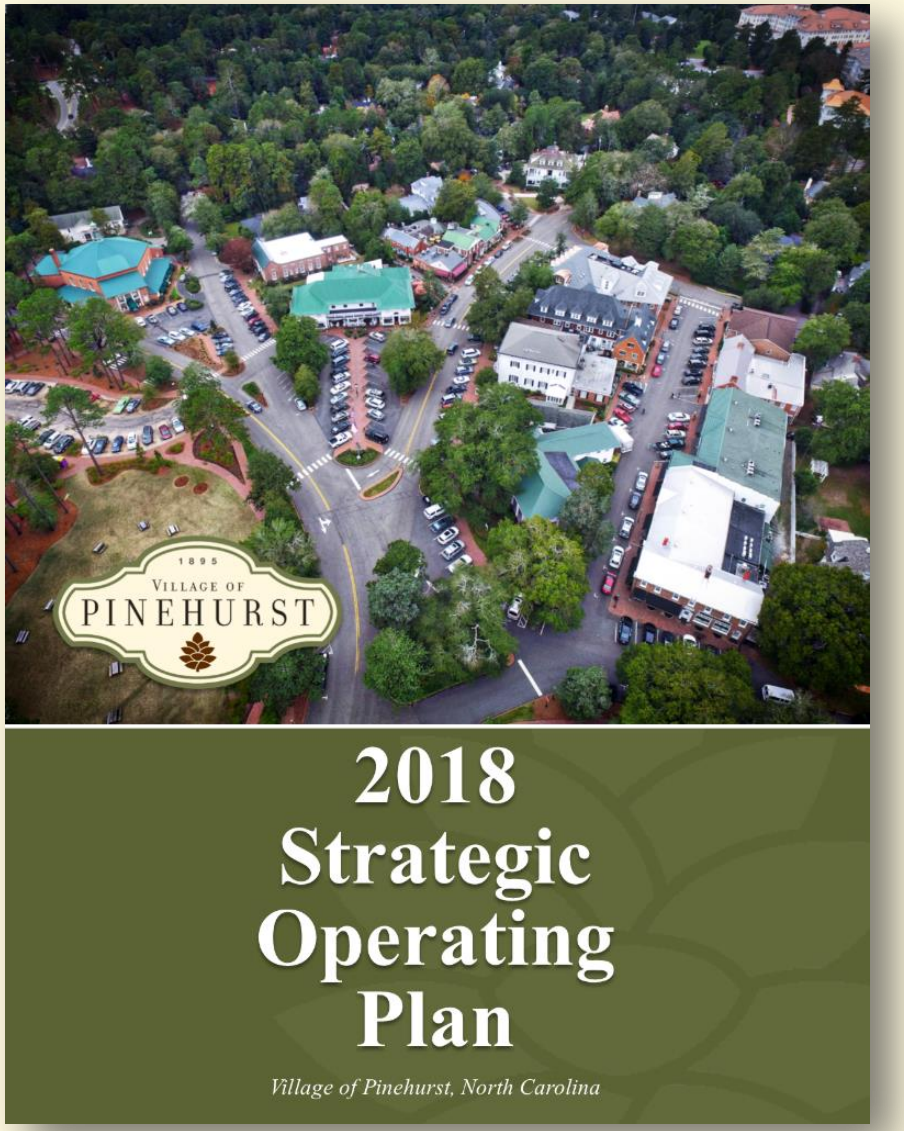
In FY 2018, the Village will begin designing a new 18,000 square feet community center to be constructed in FY 2019 and open in July 2020. The new facility will likely contain a gymnasium, office space and multiple activity rooms of varying sizes. While the site of the new community center has not yet been determined, two potential locations include Cannon Park (site of the old Village Hall) or Rassie Wicker Park (behind Village Hall).



Viewing the Budget Online

To view the FY 2018 Budget online, go to www.vopnc.org.

On the Budget "launch" page, citizens can open the entire FY 2018 Budget and Strategic Operating Plan document or an individual section, with a linked table of contents.



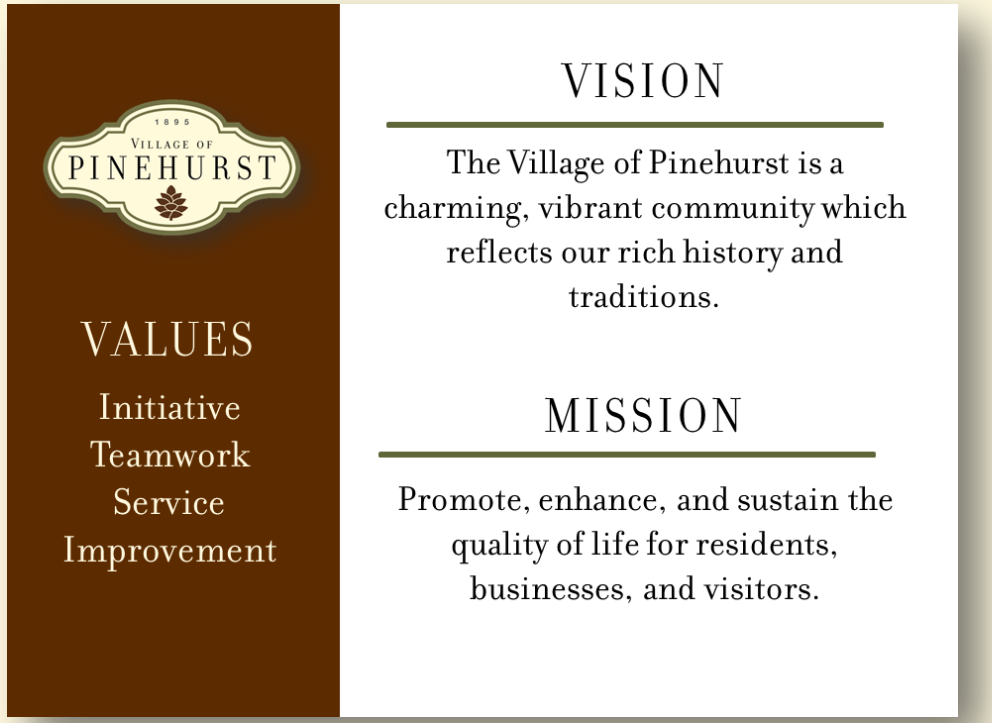
Presentation of the

2018 Strategic Operating Plan

May 9, 2017

Overview

1. Council's Strategic Direction
2. SOP components & enhancements
3. FY 2018 Budget
4. FY 2018-2022 Financial Forecast
5. Next steps



The SOP is policy document, a financial plan, an operations guide, and a communication device. It has been prepared to comply with the GFOA Distinguished Budget Presentation Award.

Council's Strategic Direction

Council's Strategic Direction

- Discussed in *Strategic Priorities* Section (pgs. 37-64)
- This section identifies:
  - Priorities (or Areas of Focus) and how they were determined
  - What actions (IAPs) the Village is planning to take to address strategic goals & objectives
  - Historical and projected performance, given resources allocated in the SOP

Council's Strategic Direction

- Four **Areas of Focus**:
    1. Guide appropriate redevelopment and growth
    2. Provide interconnected greenway trails, bike paths, & sidewalks
    3. Maintain high quality streets
    4. Provide recreation programs, leisure activities, & cultural arts events for all ages
- **Areas of Focus** were selected based on:
    1. Performance levels
    2. Strategic challenges and opportunities
    3. Resident priorities identified in annual Community Survey

SOP Components and Enhancements

SOP Key Components and Enhancements

- **Budget in Brief**
- **Budget Message**
- **Strategic Operating Plan Guide**
- **Strategic Priorities** – Expanded information on IAPs
- **General Fund** – Added department areas of focus for FY18; Added notes for select Key Performance Indicators (KPIs); Projected performance based on five-year resource allocations
- **Capital Project Fund –** *NEW* section for Community Center
- **Five Year Financial Forecast**
- **Capital Improvement Plan –** Identifies ongoing operating expenses of significant non-recurring capital expenditures

FY 2018 Budget

Items Included in FY 2018 Budget

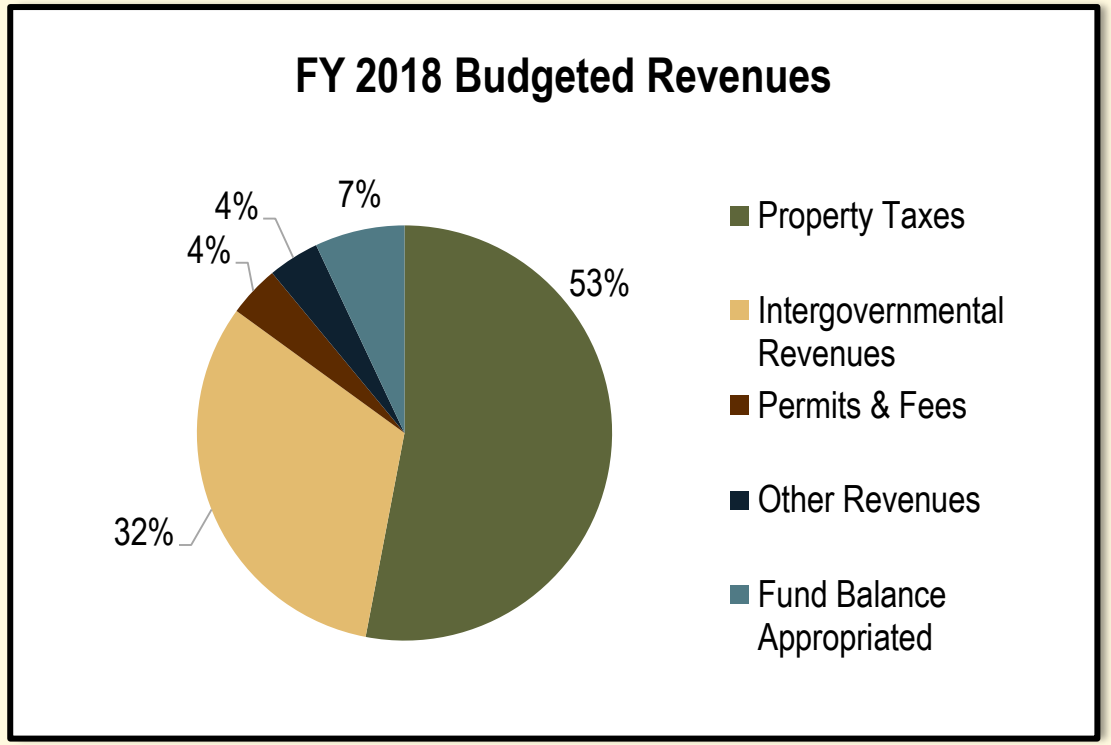
- $19.1 million budget, 0.5% higher than the amended FY 2017 Budget
- Consistent property tax rate of $0.295
- Includes $1.3 million of appropriated fund balance (savings) – expect to use $295,000, given budget to actual variance
- Expect ending fund balance to remain at 47.8% of expenditures
- Addition of 2.5 full-time equivalents (FTEs) for five positions:
  - 1.00 - Grounds Specialist (1 position)
  - 0.70 - Maintenance Workers (2 positions)
  - 0.50 - Finance Technician (1 position)
  - 0.25 - HR Administrative Assistant (1 position)
- 12 Initiative Action Plans (IAPs) at a cost of $1.3 million

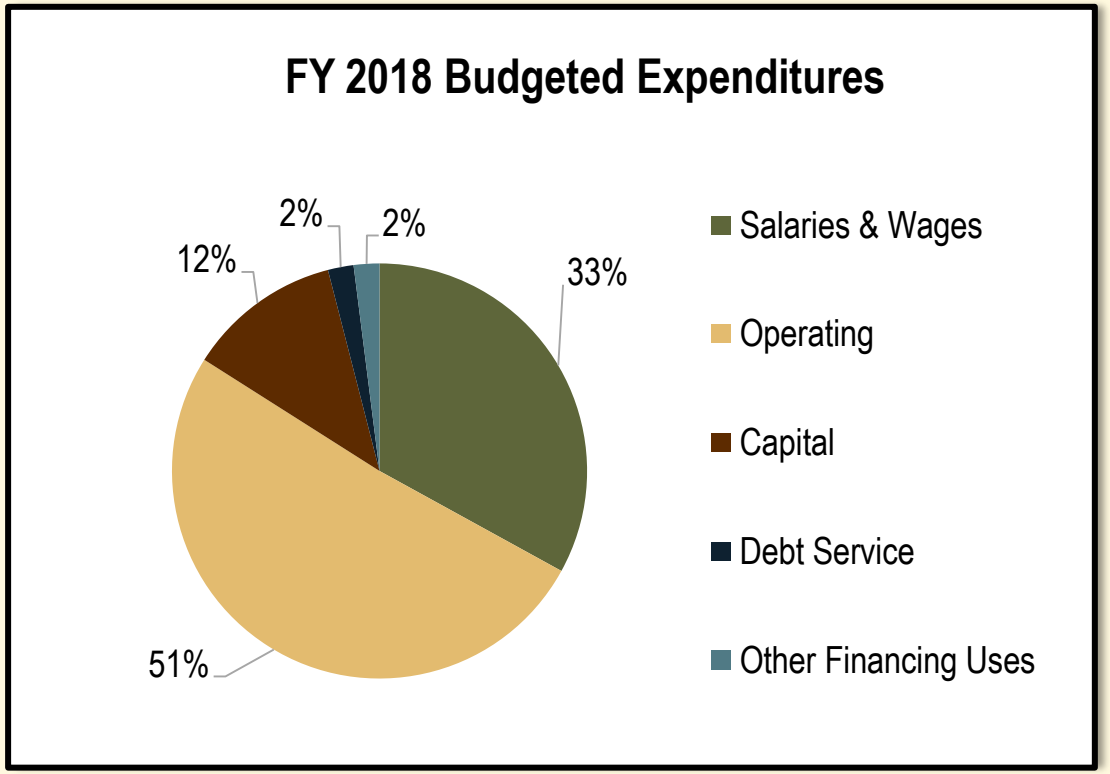
FY 2018 Strategic Operating Plan

	IAP Name	IAP Description	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	TOTAL
1	Transparent Operations	Creating online dashboards to better inform public of VOP performance	$0	$0	$0	$0	$0	$0
2	Workforce Learning & Development	Develop VOP employees and succession planning	$5,000	$5,000	$5,000	$5,000	$5,000	$25,000
3	Incentive Reward Program	Program to reward VOP employee financially for performance	$0	$40,000	$40,000	$40,000	$40,000	$160,000
4	**Neighborhood Sidewalks AOF**	**Construct approximately 1 mile sidewalks in neighborhoods each year**	**$433,500**	**$407,000**	**$407,000**	**$407,000**	**$407,000**	**$2,061,500**
5	**Recreation Facilities AOF**	**Community Center (FY 18-19); Pave Cannon Park parking lot (FY18), Rassie Wicker playground (FY22); W. Pinehurst Park Master Plan (FY22)**	**$533,200**	**$3,904,900**	**$179,760**	**$186,000**	**$390,300**	**$5,194,160**
6	**Land Use Planning AOF**	**Develop a comprehensive land use plan**	**$65,000**	**$0**	**$0**	**$0**	**$0**	**$65,000**
7	P&I Process Improvements	Conduct a BIRDIE & implement new technology to improve processes	$53,600	$10,000	$10,000	$10,000	$10,000	$93,600
8	**Comp Plan Update AOF**	**Conduct a 10 year update to the Comprehensive Long Range Plan**	**$0**	**$50,000**	**$70,000**	**$0**	**$0**	**$120,000**
9	Traffic Pre-emption Program	Complete installation of devices at all 13 Village intersections	$15,000	$15,000	$15,000	$7,500	$0	$52,500
10	Commercial Streetscape Enhancements	McCaskill/McIntyre streetscape enhancements	$145,000	$2,500	$2,500	$2,500	$2,500	$155,000
11	**Street Lighting AOF**	**Install approximately 20 street lights in neighborhoods each year**	**$9,500**	**$11,900**	**$14,300**	**$16,700**	**$19,100**	**$71,500**
12	Community Aesthetics	Develop and implement multi-year master plan for Hwy 211 landscaping	$25,000	$24,000	$23,000	$22,000	($4,000)	$90,000
13	**Transportation Improvements AOF**	**Collaborate with NCDOT and fund state road improvements in Village**	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
		TOTAL NET COST	**$1,284,800**	**$4,470,300**	**$816,560**	**$696,700**	**$869,900**	**$8,138,260**

Items in red are IAPs that support Council's Areas of Focus

FY 2018 Strategic Operating Plan





FY 2018 General Fund Budget Overview:

- Revenue Assumptions
  - Assumes 120 new homes and a 1.2% growth in the real property tax base
  - Assumes 7.6% growth in sales tax receipts over FY17 budget
- Expenditure Assumptions
  - Merit pay raises can range from 0% to 3%, same as last year
  - Cover 100% of employee cost of insurance and continue the 5-year phase out of dependent care health subsidy
  - Estimated 10% increase in health insurance premiums

Significant FY 2018 Capital ($2.5 million)

- $344,000 for Community Center design
- $914,000 for routine replacement of vehicles and equipment
- $28,500 for IT infrastructure
- $1,262,000 in other capital additions:
  - Neighborhood sidewalks - $430,000
  - Pave Cannon Park log - $120,000
  - McIntyre Road streetscape - $145,000
  - Storm drainage projects - $111,000

FY 2018-2022 Five-year Financial Forecast

FY 2018-2022 Financial Forecast

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
General Fund Revenues	$17,854,580	$18,213,000	$18,562,000	$18,843,000	$19,077,000
General Fund Expenditures	19,139,093	21,870,066	19,220,064	19,162,366	19,795,343
Revenues Over (Under) Expenditures	$(1,284,513)	$(3,657,066)	$(658,064)	$(319,366)	$(718,343)
Budget to Actual Variance *	989,945	1,014,858	1,058,723	1,084,773	1,116,587
Projected Actual Gain/(Loss)	$(294,568)	$(2,642,208)	$400,659	$765,407	$398,244
Projected Operating Margin	**0.87**	**.088**	**0.91**	**0.90**	**0.92**
Projected GF Balance as a % of Total Budget	**47.8%**	**29.8%**	**35.9%**	**40.0%**	**40.8%**

Assumes actual revenues of 101% of budget and actual expenditures of 95% of budget

FY 2018-2022 Planned Capital Expenditures

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	TOTAL
Capital Projects	$ 344,000	$ 2,775,000	$ -	$ -	$ -	$ 3,119,000
Fleet	914,000	775,000	563,000	381,000	401,000	3,034,000
Information Technology	28,500	98,500	54,000	99,000	74,000	354,000
Other Capital Improvements	1,262,100	1,153,000	737,000	568,500	663,000	4,383,600
Total Capital Exp. Paid with Cash	**$2,548,600**	**$ 4,801,500**	**$ 1,354,000**	**$1,048,500**	**$1,138,000**	**$10,890,600**
Additional Debt Service	-	94,167	92,333	90,500	88,667	365,667
Net Annual Operating Impact	3,500	149,867	226,393	229,200	232,067	841,027
General Fund Impact	**$ 2,552,100**	**$ 5,045,534**	**$ 1,672,726**	**$ 1,368,200**	**$ 1,458,734**	**$ 12,097,294**

Next Steps

Next Steps

- Two Budget Work Sessions:
  - Monday, May 15th (4:00 pm)
  - Wednesday, May 17th (4:00 pm)
- Budget Public Hearing:
  - Tuesday, May 23rd (4:30 pm)
- Adopt the Budget:
  - Tuesday, June 13th (4:30 pm)

Questions

PRESENTATION BY STAFF ON THE DRAFT VILLAGE OF PINEHURST HISTORIC DISTRICT GUIDELINES.

ADDITIONAL AGENDA DETAILS:

FROM:
Kevin B. Reed, Planning and Inspections Director

CC:
Jeff Sanborn, Village Manager

DATE OF MEMO:
5/3/2017

MEMO DETAILS:
Village staff will make a brief presentation to the Village Council on the Historic District Draft Guidelines. Attached is a PowerPoint presentation on the Draft Guidelines which will provide the basis for comments made by staff at the Council meeting. Additionally, the latest draft of the Guidelines are attached. Please let me know if you have any questions or concerns.

ATTACHMENTS:

	Description
🗋	Draft Historic District Guidelines (Attachment A)
🗋	Presentation
🗋	Ordinance 17-06 Adopt New Historic District Guidelines

Village of Pinehurst
Historic District Guidelines

Historic Preservation Commission
395 MAGNOLIA ROAD | PINEHURST, NORTH CAROLINA 28374

Village of Pinehurst Historic District Guidelines

Recommended by Pinehurst Historic Preservation Commission: July 6, 2006 and September 18, 2006
Adopted by Village Council: September 26, 2006
Effective: September 26, 2006
Amended: June 20, 2012
Amended: August 20, 2013
Amended: September 11, 2013
Amended: May nn, 2017

Village of Pinehurst Council Members

Nancy Fiorillo, Mayor
John Cashion, Mayor Pro-Tem
John Bouldry, Treasurer
Claire Berggren
Clark Campbell

Historic Preservation Commission Commissioners

Jim Lewis, Chairman
Jack Farrell, Vice-Chair
Judy Davis
Bob Farren
Molly Gwinn
Amanda Jacoby
Jim McChesney

2016-17 Historic District Guidelines Revision Committee

Historic Preservation Commission (HPC) Chairman, Jim Lewis
HPC Vice-Chair, Jack Farrell
HPC Commissioners: Judy Davis, Molly Gwinn, Amanda Jacoby and Jim McChesney
Planning and Zoning Board Member, Leo Santowasso
Architect, Christine Dandeneau
Village of Pinehurst Business Owner, Kevin Drum
Home Builder, Wayne Haddock
Village of Pinehurst Planner, Alex Cameron
Planning and Administrative Assistant, Gwendy Hutchinson

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I. INTRODUCTION

The Historic District Guidelines for the Village of Pinehurst is a resource for property owners, architects, building contractors, Realtors® and other real estate professionals planning to make changes to the exterior of existing buildings or to construct new buildings in the Pinehurst Historic District. Demolitions and relocations of existing structures are also addressed in this document.

This document is the guide by which the Village Planner and the Historic Preservation Commission evaluate applications for Certificates of Appropriateness which must be approved before projects can commence. To determine whether a property is in the Pinehurst Historic District, consult the map in Appendix B, as well as Appendix C, *List of Properties in the Pinehurst Historic District.*

The main body of this document focuses on design guidelines that property owners must consider in planning changes or additions to their properties, or in designing new construction projects. Other important information can be found in the Appendices.

SPECIAL CHARACTER OF THE PINEHURST HISTORIC DISTRICT

The special character of the Pinehurst Historic District evolved directly from the founding of The Village of Pinehurst in 1895 by James Walker Tufts of Boston. It was owned and managed by Mr. Tufts, his sons and grandsons throughout 1895-1970. It was during this75-year period that the essential character of Pinehurst evolved. The Tufts vision for a New England Village endures today as the special character of Pinehurst.

Most of the early cottages were clustered around a small commercial core of the Village that has come to be called **Old Town**. The cottages were relatively small, well built, and tasteful. They reflected a combination of Queen Anne and Colonial Revival stylistic traits typical of New England villages of the period. The lots are generally small and still reflect the extensive informal landscaping first designed and planted by Warren Manning. The streets are curvilinear adding to the relaxed atmosphere of the neighborhood. Many of streets feature sidewalks of either brick or sand clay. Most of the early cottages were offered for rental by guests who often came for extended stays. Other homes and apartments were added around the perimeter of the early core during the 1900's and 1910's, some as rentals, some as homes for Tufts family and senior staff, and some as seasonal vacation homes. Many of the original cottages have been enlarged to accommodate year-round residents, but the essential characteristics of Old Town remain. In 1973, Old Town was listed on the National Register of Historic Places. At that time, Old Town covered 250 acres and included about 140 structures. That neighborhood remains largely unchanged. Today it is bordered on the north by McCaskill Road East.

Beginning in the early 1900's, the Tufts began selling lots to private owners. This led to the development of significantly larger homes in the **West neighborhood** located west of Old Town. The lots were larger, but the curvilinear street patterns and the extensive landscaping were retained. The larger homes in this area have distinctive architectural features, and many were designed by prominent architects. The earlier structures represent Colonial Revival, Mediterranean Revival, Cape Cod and Period Cottage styles. The area has grown over time, but the essential character remains the same as the early estate homes. It is bordered by McKenzie, Graham and Linden Roads

The **Pinehurst Elementary School neighborhood** was laid out in a grid pattern to the northeast of Old Town in the 1910's. It is bordered by Fields Road, Rattlesnake Trail, and Everette Road. The property types in this neighborhood are primarily residential but it includes a church, the Pinehurst Elementary School, and a few businesses including an automobile dealership. Most of the cottages were originally constructed for and occupied by resort staff. They are generally more modest in style, size and features. Few of the homes were built in the original architectural styles of the Village. The majority are illustrative of popular national styles of their respective eras: Ranch, Cape Cod, late-twentieth- century Contemporary and the Neo-Traditional dwellings. Some more substantial houses of more modern design have been added in recent decades, but the overall character of the neighborhood remains distinct from the others. Landscaping is not as extensive in this neighborhood, nor are there any curvilinear streets.

Adjacent to the Elementary School neighborhood is the **Page Road neighborhood**, a residential area containing larger homes, most of which were built since 1970. It is bordered by Page Road and the north side of Midland Road to include the Pinehurst Traffic Circle. These residential structures are similar in size and sit on generous lots, averaging .80 acres. The architectural

styles vary from Neo- traditional to late-twentieth-century contemporary. Most homes are Cape Cod, Colonial Revival, ranch and late twentieth century contemporary dwellings.

The **Pinehurst County Club neighborhood** includes the buildings and other structures associated with the clubhouse and grounds as well as Historic District homes lining Course #2. The majority of the homes along the course are quite large and were built in the 1920's.

The **Pinehurst Harness Track** and the associated buildings extending all the way to Monticello drive are included in the Historic District. The track along with its associated buildings was listed on the National Register of Historic Places in 1992.

The Pinehurst Historic District is a large district spanning 1,200 acres and over 600 individual properties. It is made up of multiple, interdependent neighborhoods with distinguishable features and unique characteristics as described above. The goal of these Guidelines and the purpose of the Historic Preservation Commission is to protect and preserve the special character of the Historic District. If the unique characteristics of the neighborhoods which make up the Historic District are not protected, the special character of the Historic District will be lost.

A. The Historic Preservation Commission

The mission of the Historic Preservation Commission (HPC) is to "preserve and approve that which is congruous with the special character of the Village of Pinehurst Historic District." The Guidelines in this document beginning in Section III provide the HPC and Village of Pinehurst Planning Staff with tools to assess whether a proposed change, addition, or new construction will be congruous with the special character of the Historic District.

In addition, the Guidelines are intended to inform property owners and to help them understand how changes or additions to their property will contribute to the preservation of the Historic District. A fundamental objective is to ensure that changes and additions to existing structures are congruent with its neighborhood and the Historic District as a whole. Likewise, new construction should complement the District in design and scale.

Owners, architects, and builders are encouraged to consider and comply with all of the Guidelines. Many of the Guidelines are **requirements** that must be complied with while others are offered as **strong recommendations**.

- Requirements contain words "must" or "not permitted," while recommendations contain the word "should".
- Requirements appear in **bold face letters** as in the example below.

  In-ground swimming pools **must be located** only in the rear yard and not easily visible from the street.

- Guidelines with "should" generally contribute to maintaining the character of the Historic District.

The Historic Preservation Commission may at times determine that a proposed change or design which does not meet the Guidelines is, in fact, more congruous with the special character of the Village of Pinehurst Historic District than if the property owner had followed the Guidelines. Conversely, an application meeting the Guidelines could be determined to be incongruous with the character of the neighborhood and the District. Strict adherence to the Guidelines in those cases is not required if the Historic Preservation Commission clearly states the reasons why the proposed design or improvements are congruous or incongruous before issuing or denying a certificate of appropriateness.

The Guidelines are not meant to be a comprehensive preservation manual. There are *additional resources* listed in the appendices, which may be used to supplement these Guidelines.

- A majority of the sources listed are Preservation Briefs published by the National Park Service.
- Owners of historic properties should give special consideration to Appendix I, which contains the Secretary of Interior's Standards for Rehabilitation. Those offer excellent guidance for property owners who are committed to the preservation or restoration of their historic property.
- An application form for work which will require a Certificate of Appropriateness can be found in Appendix D. It is available from the Village of Pinehurst Planning Department, and may also be downloaded from the Village web site.
- Many of the terms found in these Guidelines have very specific meanings. Applicants have the responsibility to review and understand these definitions and how they may affect their application. Appendix J contains a comprehensive glossary of relevant terms.

B. Frequently Asked Questions

Following are typical questions about the Pinehurst Historic District, the kinds of projects requiring Certificate of Appropriateness (COA), and the process for securing approval. Consult the appropriate sections of the Guidelines for additional information.

Q1. What is the Pinehurst Historic District? When was it created and on whose authority? Is it the same as the National Historic Landmark District?

A. The Pinehurst Historic District was established by the Pinehurst Village Council in 2006 under authority cited in North Carolina General Statue 160A-400, which grants a municipality the authority to "safeguard its heritage by preserving any district or landmark therein that embodies important elements of its culture, history, architectural history, or prehistory." The entire statute can be found in Appendix H. At the same time, the Pinehurst Village Council appointed the seven-member Pinehurst Historic Preservation Commission (HPC), for the purpose of developing and administering the Historic Guidelines that would maintain the character of properties and landscapes of the district.

The Pinehurst Historic District is not the same as the National Historic Landmark (NHL). The NHL is an honorary designation that was awarded to the Village of Pinehurst by the National Park Service in 1996. The boundaries that define the area included in the NHL are not the same as the boundaries of the Local Historic District. The Pinehurst Historic District includes properties that are included in the NHL, but also includes several other streets and many other properties.

Q2. How do I know if my property is in the Pinehurst Historic District?

A. A map of the Pinehurst Historic District can be found in Appendix B. A more detailed map can be found on the Village of Pinehurst website (vopnc.org). If you have any question about whether a property is in the Historic District, contact the Village Planner at 910-295-1900.

If your home is in the Pinehurst Historic District, property owners are encouraged to consult the Tufts Archives at 150 Cherokee Road as it houses a number of old photographs of historic homes. Referencing these photos may assist in design decisions.

Q3. My house is not historic, but it is located in the Local Historic District. Why am I required to follow the Historic Guidelines?

A. The local Historic District boundary was based on the architectural character of neighborhoods and streetscapes that contribute to the overall historic nature of the Village and its character. The early vision for the Village of Pinehurst was a group of buildings in a designed landscape that closely resembled a New England town. That vision remains in focus in neighborhoods that have preserved a unity of overall design, location, setting, materials, workmanship, feeling, and association. Your house may be fairly new, but its location in a neighborhood that contributes to the character of the Village warrants its inclusion in the Pinehurst Historic District. All renovations, as well as new construction, in the Historic District provide the opportunity for the continued evolution of excellent architecture in the Village.

Q4. Do the Guidelines and the HPC require the use of historic materials in every case or are contemporary substitutes allowed?

A. The Guidelines are written to promote retention of architectural character without necessarily requiring the use of historic building materials. Original materials are preferred when making repairs or additions, but many modern materials, which have the appearance and texture of original materials, are appropriate and allowed. These Guidelines and the Historic Preservation Commission that administers them try to maintain a balance between preserving the special character of the Pinehurst Historic District and recognizing that advances in materials may accomplish the same goal. Since new materials are frequently introduced, the HPC has the flexibility and authority to approve materials that achieve congruity with the Historic District on a case-by-case basis.

Q5. How do the Historic District Guidelines differ from the Pinehurst Development Ordinance?

A. The Pinehurst Development Ordinance (PDO) applies to the entire Village of Pinehurst while the Historic District Guidelines only apply to properties located within the Historic District. The PDO is far more detailed and addresses many issues that are not covered in the Historic District Guidelines. All construction projects in Pinehurst that require a building permit and/ or zoning approval must satisfy the provisions of the PDO. In the Historic District, a Certificate of Appropriateness (COA) is required for Minor and Major Work as defined in Section II, Chapter D. Guidelines in the Historic District may be, and in some cases are, stricter than those in the PDO.

Q6. What is the purpose of the Historic Preservation Commission?

A. The purpose of the Historic Preservation Committee (HPC) is to approve Certificates of Appropriateness for new construction or Major Work, and to do so by conducting hearings and findings of fact when applications come before it. The HPC's mission is to take no action except to preserve and approve that which is congruent with the special character of the Historic District.

Q7. When and where does the HPC meet?

A. The HPC meets regularly on the fourth Thursday of every month, except November and December when it meets on the third Thursday. The HPC Chairman may call a special meeting if needed to accommodate a time-sensitive application. Meeting dates are posted on the Village of Pinehurst web site and are held in the Village Hall. The meetings are quasi-judicial public hearings. Citizens may testify for or against an application and make their statements under oath. In making its decision, the HPC is required to consider only facts that are presented during the hearing.

Q8. If I don't agree with the decision of the HPC, how can I appeal?

A. If a Certificate of Appropriateness application is denied by the HPC, the property owner may appeal to the Board of Adjustment. Objections to approved projects may also be appealed to the Board of Adjustment within 30 days. Subsequent appeals are heard by the NC Superior Court.

Q9. Who is on the HPC? Can I apply to join the HPC?

A. The HPC is comprised of seven citizen volunteers who are appointed by the Village Council to two-year terms. They may be reappointed to serve a maximum of three terms. Commissioners should have demonstrated a special interest, experience, or education in history, architecture, and/or archaeology. All commissioners must reside in the Village of Pinehurst. Any qualified resident is invited to apply. Volunteer applications forms are available at the Village of Pinehurst municipal building and also on the Village's web site at www.vopnc.org.

Q10. What projects require approval from the Historic Preservation Commission? Can I make changes to my property without anyone's approval?

A. Not all projects require approval from the HPC. Please review the definitions in Section II to correctly identify the type of approval your project requires.

Q11: How are the terms "congruent" and "compatible" defined and how are these terms applied?

A. Whether a requirement or recommendation, the HPC advocates renovations and new construction that fit the character, density and scale that is prevalent within the Historic District as described below.

- Congruous means appropriate, harmonious, compatible or consistent
- Incongruous means inappropriate, incompatible, or not in keeping with the character of the property, neighborhood or larger District

Typically, the Guidelines address requirements or recommendations to the home or structure as needing to be **compatible**. When the Guidelines reference the neighborhood or broader Historic District, requirements or recommendations use the term **congruent**.

Q12: How is "scale" measured?

A. Scale is an important consideration to assess whether an addition, accessory building, or new construction is congruent with the surrounding neighborhood and the Historic District. While there is no numerical formula for judging scale, several relevant factors are used by the HPC to assess scale including total square feet, heated square feet, height, footprint, mass, and impact on adjacent structures. The HPC considers these factors in the context of the average size of other structures in the neighborhood, as well as the presence of similar-sized structures in the neighborhood.

II. Historic District Guidelines Overview

The Historic Preservation Commission meets monthly. The Village Planner is available to assist property owners or their designees – for example, an architect or builder – in interpreting the Guidelines appearing in Sections III to IX and their applicability to the project prior to design review by the Commission, as well as during project implementation.

A. Approval Requirements

A goal of the Historic District Guidelines is to minimize the types of projects that require approval and to expedite approvals when they are required. The following sections provide guidance to enable the property owner to determine what type of approval, if any, must be obtained before beginning work.

If there is any doubt whether a project requires a Certificate of Appropriateness (COA) or what level of approval is required, consult with the Village Planner at (910) 295-1900. If changes to a previously issued Certificate of Appropriateness are requested, the application must be amended and approved based upon the Guidelines. The nature of the work will determine whether the change requires staff or Commission approval.

Projects fall into one of three types as defined below.

- Basic Work and Routine Maintenance
- Minor Work
- Major Work

B. Basic Work and Routine Maintenance

Basic Work and Routine Maintenance require no approval from the Village Planner or Historic Preservation Commission. Basic Work and Routine Maintenance includes, but is not limited to the following:

- Installation of address numbers and mailboxes that are compatible with the neighborhood
- Replacement of broken or damaged glass, as long as the replacement matches the existing
- Caulking and weather stripping
- Repair in-kind of gutters and downspouts
- Replacement of gutters and downspouts where replacement materials match the existing materials in detail and color
- Replacement of light fixtures, that are in keeping with the neighborhood and are historic in appearance
- Installation of life safety equipment (e.g., automated external defibrillators, fire extinguishers, etc.) or items for special events (e.g., tents, displays, storage pods, etc.) that are compatible with the Historic District
- Installation of foundation vents and replacement of access doors
- Replacement of mechanical equipment, including HVAC units, that does not change from existing location/appearance/screening
- Removal of existing fencing
- Repairs to fences, decks, and driveways as long as replacement materials match the existing materials in detail, style, dimensions, and color
- Repairs to walks and patios, as long as the replacement matches the existing
- Repair of existing street and/or yard lighting

- Repair or replacement of masonry foundations where the existing foundation material is retained or where new material matches the existing
- Repointing and other masonry repairs when the color and composition of the mortar matches the existing and new brick or stone matches the existing as closely as possible
- Removal of lighting
- Removal of storm windows and storm doors
- Minor landscaping, including vegetable and flower gardens, shrubbery, and planting single yard tree(s)
- Removal of screening from screened-in porches
- Removal of dead or diseased trees along the street front that are not in the right-of-way

C. Minor Work

Minor Work projects require a Certificate of Appropriateness issued by the Village Planner. The category of Minor Work includes projects in which the visual character of a structure or site is not significantly altered. Minor Work projects **that meet the Historic Guidelines** can be approved by the Village Planner, thereby avoiding a Historic Preservation Commission hearing.

The Village Planner may meet with the property owner at the site if necessary and determine if the proposed work is Major or Minor. If the proposed work is Minor and approved, a Certificate of Appropriateness can be issued by the Village Planner. If the Village Planner or designee does not or cannot approve the proposed work, an application for a Certificate of Appropriateness will need to be presented to and reviewed by the Historic Preservation Commission.

As Minor Work projects do not have a material effect on neighboring properties, the Village of Pinehurst does not require that the adjacent property owners be notified. Normally they can be approved fairly quickly. In some cases, the Village Planner, after consulting with the HPC Chairman and Vice Chairman, may elect to refer a Minor Work case to the HPC for consideration. **Minor Work projects must meet the same Historic District Guidelines as Major Work.**

Minor Work includes, but is not limited to, the following:

- Installation of new mechanical and utility equipment including, but not limited to, heating and air conditioning units and private well enclosures and associated tanks that are screened from view with shrubbery or appropriate fencing
- Replacement or removal of siding that covers original material, such as removal of asbestos (which must have an asbestos report submitted to the building inspector), asphalt, or other artificial siding when the original siding beneath is to be repaired and repainted or stained
- New parking areas, walks, and driveways
- Addition of shutters and awnings
- Addition of fences and walls
- Addition of decks and patios that will be located in the rear yard
- Installation of a handicapped ramp and exterior fire exits
- Construction of an arbor, water feature (not including pools), pergola and/or trellis that will be located in the rear yard
- Addition of new and/or replacement signage
- Screening-in an existing side or rear porch
- Installation of gutters and downspouts
- Painting consistent with Village of Pinehurst Color Palette

- Installation of structures or features that are short-term (less than 1 year) or intermittent in nature (e.g., construction trailer, television, temporary cellular facilities, mobile units, etc.) and compatible with the district
- Replacement of existing siding, trim, porch flooring, steps, shutters, awnings, etc., as long as replacement materials match the original or existing materials in detail and color
- Replacement of roofing material of the same style, size, and color
- Replacement of doors and windows that are the same style, material, size, and color as the exiting
- Replacement of missing details, including missing or deteriorated siding and trim, porch floors, ceilings, columns, balustrades, or other architectural details, with new materials that are compatible with existing
- Installation of storm windows and doors
- Installation of satellite dishes, skylights and solar panels
- Installation of accessory buildings with no dimension greater than 12 feet and not easily visible from the street
- Demolition of pools and small outbuilding that are 120 square feet or less
- Storage sheds
- Six-month extension of an approved Certificate of Appropriateness
- Renewal of an expired Certificate of Appropriateness where no change to approved plans is being proposed, and there has been no change to circumstances under which the certificate was initially approved

D. Major Work

Major Work projects must be approved by the Historic Preservation Commission in a public hearing before a Certificate of Appropriateness can be issued. In general, these are projects which involve a change in the appearance of a structure or landscape, and are more substantial in nature than Minor Work projects.

Certificate of Appropriateness applications for Major Work requiring HPC approval include, but are not limited to, the following:

- New construction or additions not considered to be Minor Work
- Relocation, removal or demolition of any structural part of a primary structure including accessory buildings or accessory structures
- Moving of homes or buildings, including accessory buildings
- Replacement of architectural details that changes the design or materials from the existing details
- Changes to roof lines
- Replacement of windows and doors that are not compatible with the existing window(s) and/or door(s)
- Eliminating or adding windows and/or doors
- Resurfacing buildings with material not the same as that which was removed
- Replacement roofing that is a different material or style from that being replaced
- Installation of structures that are not temporary and expected to be in place for one (1) year or greater, or potentially longer-term structures or features that may not be permanently affixed to the structure (e.g., modular units)
- Removal of trees twelve (12) inches and larger in diameter at breast height (DBH) along the street side of a residence
- Installation of in ground swimming pools
- Installation of freestanding ATMs or kiosks
- Minor Work items not approved by the Village Planner
- After-the-fact changes on a previously approved major work Certificate of Appropriateness

E. How to Obtain a Certificate of Appropriateness

The Guidelines are detailed in Sections III to IX, and apply to existing and new construction properties, whether residential or commercial. The process for submitting an application for Minor or Major Work begins with the Village Planner. The Planner can provide details on the schedule for review and approval from the Historic Preservation Commission, if appropriate, as well as the level of documentation and number of copies required. The Planner can assist property owners or their designees, such as an architect or builder, in interpreting the Guidelines and their applicability to the projects prior to design review.

In addition, the procedures for submitting an application are detailed in Appendix D and illustrated in Certificate of Appropriateness (COA) Flow Chart on page 12. The term "applicant" denotes the property owner, or designee, who is requesting the change or new construction. Contact the Village Planner with any questions about how to proceed at (910) 295-1900.

Major Work projects require review by the Historic Preservation Commission. The Commission meets on the fourth Thursday of each month, except in November and December when it meets on the third Thursday.

The deadline for receipt of applications for major work is three weeks before each monthly hearing. This time limit permits the Village Planning staff to prepare agenda information for each item as provided by the property owner. A checklist for property owner preparation is also included in Appendix D. Adjacent property owners are notified of the application and may view the plans before the meeting as well as attend and speak at the hearing.

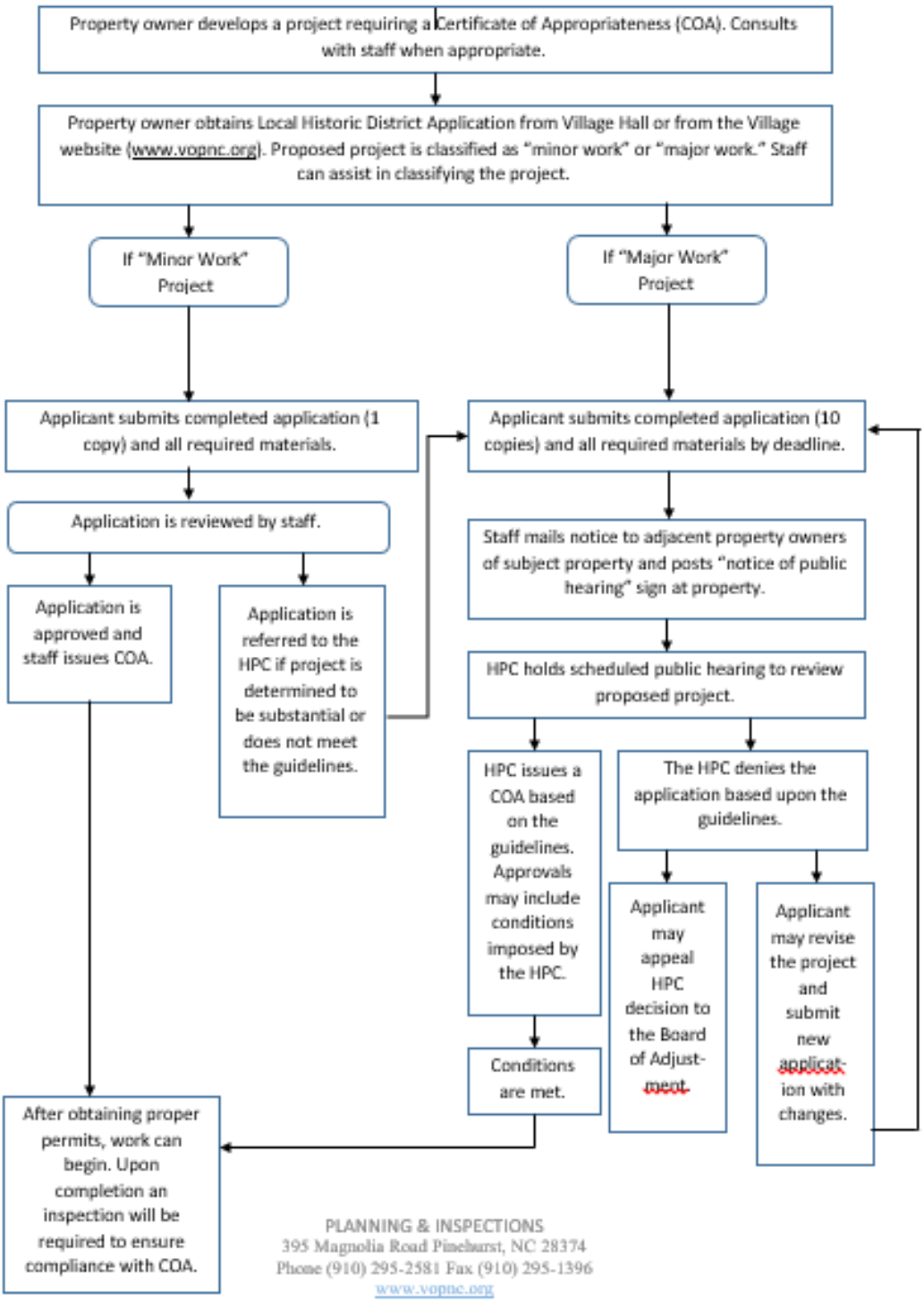
The order of business for the quasi-judicial Historic Preservation Commission hearing is typically as follows:

1. Introduction of each agenda item by the Village Planner
2. Swearing in of property owners, or their designees, and witnesses
3. Remarks by the Applicant
4. Question by Commissioners with responses from property owner or designees
5. Remarks by adjacent property owners and other interested parties
6. Response by the Applicant, if desired
7. Additional discussion by the Commissioners
8. Vote by Commissioners

The remarks and documents presented by the property owner are important because they allow the Commission to be fully informed about the project. The purpose of review by the Commission is to determine if the project meets the Guidelines and if the project is congruent with the special character of the Historic District. The Commission will grant or deny a COA based on findings of fact relative to the application of the Guidelines. Approval may be subject to conditions necessary for the project to meet the Guidelines. Once projects requiring a COA have been completed, the Village Planner conducts an inspection to ensure that work was completed as approved in the COA.

As all hearings are recorded, the video recording may be retrieved from the Village of Pinehurst website.

Pinehurst Historic Preservation Commission
Certificate of Appropriateness Flow Chart



III. CHANGES TO EXISTING RESIDENCES

The following Guidelines apply to proposed projects that change or renovate exterior facades of existing homes in the Historic District.

- Chapters A to J describe various building elements such as roofs and mechanical systems
- Chapters K to M describe building materials such as wood or architectural metals
- Chapter N describes the Village of Pinehurst Color Palette

Section IV addresses Guidelines for *Residential New Construction*. Please consult Section VII *Site Features* for details on Guidelines for such features as fences, landscaping or lighting that may be relevant to an addition or renovation project.

Note that requirements are in bold face copy as in the example below.

> Any changes to the configuration of any existing roof **must be compatible** with the existing structure.

Many existing structures in the Historic District utilize materials and features that would not be approved for new construction. Property owners will be allowed to continue the use of those non-conforming materials for additions and accessory buildings.

A. ROOFS

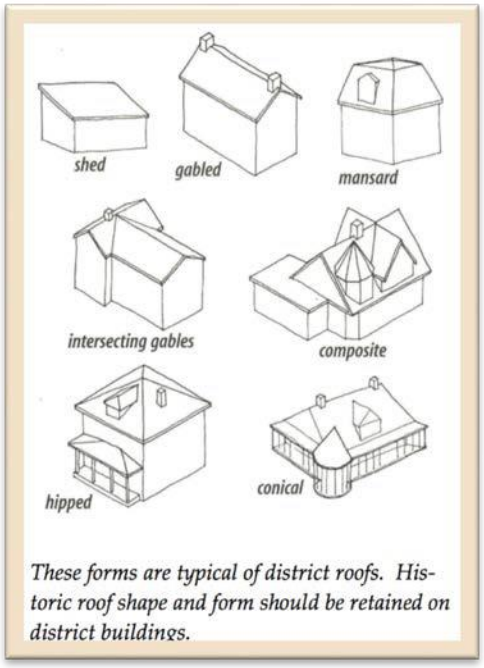
1. Roofs and roof forms that contribute to the overall character of a structure, including their functional and decorative features, such as roofing materials, cresting, dormers, chimneys, cupolas, and cornices should be retained and preserved. Likewise, roofing materials should be preserved and retained whenever possible.

2. If a roof feature, such as a dormer, is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in scale, size, material and color with the structure, roofline and the Historic District.

3. If repair or replacement of an entire roof is necessary, the new material should match the existing material in composition, dimension, size, shape, color, pattern and texture.

4. Any changes or additions to the configuration of any existing roof **must be compatible** with the existing structure.

5. Metal roofs have been used sparingly on residences in the Historic District and should generally be limited to accents such as porch and dormer roofs.



These forms are typical of district roofs. Historic roof shape and form should be retained on district buildings.

   a. Metal roofs **must be compatible** with the architecture of the existing structure, and the material **must** be copper or one of the following colors: weathered copper color, dark brown, dark bronze, dark gray, dark green, or dark silver.
   b. If standing seam metal roofs are used on residences, the seams **must not exceed** 1 inch in height and one quarter (¼) inch in width.

6. Vents including soffit vents and low profile ridge vents **must be installed** in a manner that does not diminish the original design of the roof or destroy the character of roof details.

7. If new gutters and downspouts are necessary, they should be installed so that character-defining architectural features of the structure are not damaged or lost.

8. Replacement gutters and downspouts **must be coated** with paint or a baked-enamel finish in a color **in** the Village of Pinehurst Color Palette, unless they are made of copper.

9. Roof ventilators, solar attic fans and solar panels **must be located** inconspicuously where they will not be visible from the street.

10. Skylights and skylight tubes **must be inconspicuously placed** on the rear roof surface, and **must have a flat profile**.

B. Exterior Walls and Trim

1. Exterior walls that contribute to the overall historic form and character of a structure should be retained and preserved, including their functional and decorative features, such as cornices, foundations, bays, quoins, arches, water tables, brackets, entablatures, and storefronts.

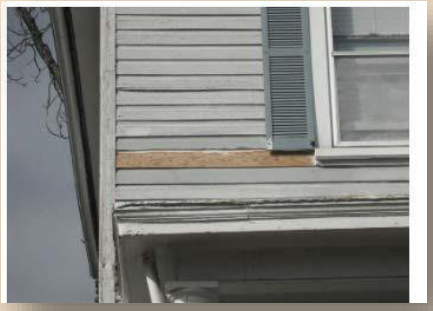
2. If an existing exterior wall feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in scale, size, material and color with the character of the structure.

3. Repair or replacement of an entire exterior wall or wooden feature or deteriorated detail or element should be limited to the minimal amount necessary and should be replaced in kind or with a substitute material matching the original in composition, dimension, size, shape, color, pattern, texture and profile, but using the original material is preferred.

4. Covering wall material, including wooden siding, wooden shingles, stucco, brick, and stonework, with coatings or materials such as vinyl or aluminum siding, **is not permitted**.

5. New wall features or details to an exterior wall, such as windows or door openings, bays, vents, balconies, or chimneys **must not be introduced** on character-defining walls, if they will compromise the architectural integrity of the primary structure.

6. Wooden surfaces and features **must be repainted** in colors in the Village of Pinehurst Color Palette.



Design Goal
Replace materials in kind, matching the original in composition, dimension, size, shape, color, pattern and texture

C. Windows and Doors

1. Windows and doors that contribute to the overall historic form and character of a structure, as well as materials, details, and features of the windows and doors that contribute to the character of the structure should be retained and preserved.

2. If an existing window, door or feature is completely missing and is to be replaced, it should be replaced with a new window, door or feature based on the original or a new design compatible in scale, size, material and color with the character of the structure.

3. If repair or replacement of an entire window, door, feature, or deteriorated detail is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the original in composition, dimension, size, shape, color, pattern and texture.

a. Wooden windows on street-facing elevations should be replaced in kind.
b. If windows are repaired or replaced, the muntins, mullions, lintels and sills of the new installation **must be compatible** in composition, dimension, size, shape, color, pattern and texture with the character of the structure.
c. Windows should have true or simulated divided lights.
d. Snap-in muntins **are not permitted**.

4. Existing window or door openings **must not be filled or altered** if doing so would compromise the architectural integrity of the structure.

5. Windows and doors of existing structures should retain their original size and dimension, except as may be modified to accommodate disabled access.

6. Window and door surrounds and trim should match the original door or window surrounds and trim. Replacing sash windows should not alter original trim.

7. The number and size of panes, mullions, and muntins, and all window and door hardware **must be the same or similar** to those of the existing windows and doors.

8. New windows or door openings must not be introduced if they will compromise the architectural integrity of the structure.

9. New windows and doors easily visible from the street should be compatible with existing units in proportion, shape, positioning, location, pattern, size, materials, and detail

10. Windows in new dormers on the front of the house **must be compatible** with the size and placement of all existing windows on the front elevation and **must not compromise** the architecture of the structure.

11. Bay windows should sit on a stone/brick foundation, wood brackets, and/or an extension of beams from the main structure.

X A Bay window without support

√ A Bay window with support

12. Glass block windows **are not permitted on** street-facing elevations**.**

13. Painted, tinted or filmed glass on windows or doors **is not permitted.**

14. Sliding doors on street-facing elevations **must present the appearance** of French doors with true or simulated divided lights.

15. Security bars should be installed to avoid damage to the historic fabric. Custom security bars should align with the vertical and horizontal dividing elements of doors and windows and are preferred over standard expandable models.

D. Storm Windows and Doors

1. Storm windows and storm doors **must be installed** to the inside of the casing and **must not cover** the casing.

2. Storm windows with a meeting rail **must align** with the meeting rail of the window to which they are applied. They should be installed so that existing windows and frames are not damaged or obscured.

3. Storm doors **must have full view glass** or mullions that align with the meeting rails and mullions of the door.

4. Storm windows and storm doors **must** be factory-finished vinyl, painted wood, or painted or baked enamel finished aluminum.

5. Storm or screen doors **must be painted** in a color that matches the walls or trim of the structure and the color **must be** in the Village of Pinehurst Color Palette.

E. Shutters and Awnings

1. Shutters that contribute to the overall historic form and character of a structure, including their functional and decorative features, **must be retained and preserved**.

2. If a shutter or awning is missing or deteriorated and replacement is desired, it should be replaced with a new shutter or awning based on the original or a new design compatible with the character of the structure.

3. Shutters **must be wooden** or have the appearance of wood in composition, dimension, size, shape, color, pattern and texture, and be appropriately mounted.

    a. If the original shutter was operable, the replacement should be operable or appear to be operable.
    b. Each shutter should be equal to the height of the window opening, and one half the width.
    c. Shutters on arched windows **must match** and have an arched head as well.
    d. Windows in street-facing facades should have shutters where appropriate.
    e. Shutter color should be compatible with the structure and **must be** in the Village of Pinehurst Color Palette.

Did You Know?

Historically shutters were operable and often used to block light while letting in air. Pre-air conditioning, old houses always had space on both sides of the window for the shutter to be locked open, and shutters were sized to completely cover the window and sit within the window frame.

Design Goal

Use the "shutter rule". Whether or not a structure has shutters, make sure there is space on each side of the window for shutters of appropriate dimensions. Shutters that are too narrow to cover the window often appear skimpy and detract from the facade.

4. Awning appearance **must be based** on historical awning profiles, styles, and shapes and **must only be installed** in appropriate locations.

    a. Awnings should be installed over windows, doors, porches, and storefronts so that they do not obscure windows, doors, or other character-defining features.
    b. All awnings **must be canvas or woven fabric**.
    c. Awning color should be compatible with the colors of the structure and **must be** in the Village of Pinehurst Color Palette.

5. Plastic or metal strip awnings **are not permitted**.

F. CHIMNEYS

1. Chimneys and their functional and decorative features that contribute to the overall historic form and character of a structure should be retained and preserved.

2. If an existing chimney feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in scale, size, material and color with the character of the structure.

3. If repair or replacement of an entire chimney, chimney feature, or deteriorated detail or element is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the existing in composition, dimension, size, shape, color, pattern and texture.

    a. New mortar, whether type N or S, should match the existing color.
    b. Compatible substitute material should match the existing in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.

4. New chimneys should not be introduced if they will compromise the architectural integrity of the structure.

5. Chimneys visible from the street should be repaired or rebuilt rather than removed.

6. Chimney stacks should not have stucco applied above the foundations as a means of stabilization.

7. Exterior chimneys **must have a masonry finish** and **must extend** from the grade level for new structures or additions.

8. Exterior fireplace enclosures **must extend** from the grade level for new structures or additions.

9. Chimney repairs and or additions should have masonry and bonding patterns, joints, texture, color, tooling profile, and details compatible with the structure and other masonry features.

10. Paint, cement coating, stucco, artificial stone, brick veneer, or other coatings should not be applied to chimneys that were not currently or historically covered.

11. Chimney caps and flue caps **must not extend** horizontally beyond the chimney vertical surface edge.

G. PORCHES, ENTRANCES AND BALCONIES

1. Porches are important defining features of many homes in the Pinehurst Historic District. Entrances, porches, and balconies that contribute to the overall historic form and character of a structure **must be retained and preserved**.

    a. All architectural features that are character-defining elements of porches, entrances, and balconies, including piers, columns, pilasters, balustrades, steps, railings, brackets, floors, ceilings, soffits, and trim should be retained and preserved.
    b. Porch, entrance, and balcony material, such as flooring, ceiling board, lattice, and trim should be retained and preserved.

c. An existing entrance or porch **must not be removed** from character-defining facades unless historically accurate or compatible with the architecture and character of the structure.
d. The front porch or balcony **must not be enclosed** in any form unless historically accurate or compatible with the architecture and character of the structure**.**

Did You Know?
Porches are characteristic features of almost every architectural style found in the Village due to its early history as a health resort

DESIGN GOAL
Addition of a porch will contribute to the human scale of the structure and provide a congruent and welcoming space.

e. If enclosure of a side or rear porch is required, the enclosure should be designed so the character and features of the porch are preserved.
f. All decorative porch posts, railings, brackets, cornices and cornice trim should remain uncovered and preserved.

2. If an entrance, porch or balcony feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in form, scale, proportion, roof shape, detail, material and color with the character of the structure.

3. If repair or replacement of an entire porch, entrance or balcony or a feature or deteriorated detail or element is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the original in height, scale, proportion, roof shape, detail, material and color. Any substitute materials used should match the original in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.

4. New porches or entrances to the street-facing elevation of a structure **must be architecturally compatible** with the existing structure.

a. The height of the porch should align with the first floor level of the structure.
b. Porch posts and railings should be compatible in composition, dimension, size, shape, color, pattern and texture with the structure.
c. On the front elevation, posts and columns **must** be of dimensions, shapes and styles that are compatible with the architecture and size of the main structure.
d. New porches **must be painted or stained** compatible with the color of the structure and the Village of Pinehurst Color Palette.

5. Ramps and lifts should be located on the least character-defining elevation of the structure.

a. Ramps should be constructed in materials, finish and scale that are compatible with the character of the structure.
b. Ramps that are not temporary should be screened.
c. Ramps should be constructed so that the original elevation can be restored when the ramp is removed.

H. Decks and Patios

1. The addition of any deck or patio **must not obscure, damage, significantly alter or destroy** character-defining features of an historic primary or accessory building.

2. Decks should be constructed so that they can be removed in the future with little damage to the existing structure.

3. Decks, posts, and railings should be compatible in scale, design, material, and detail with the structure or previously existing features.

4. The height of a deck should align with the first floor level of the structure.

5. Decks and patios **must be located** in inconspicuous areas, usually on the rear or least character-defining elevation of the structure.

6. Deck framing should be screened by landscaping or skirt boards.

7. Decks **must be painted, stained, or have a manufactured color** compatible with the color of the structure and the Village of Pinehurst Color Palette.

I. Additions and Accessory Buildings – Carriage Houses, Garages, and Other Buildings

Design Goal
Accessory buildings are secondary to the main structure

√√ Best pitch to align with scale √ Okay but garage pitch too steep X Garage height and pitch oversized and out of scale

1. Accessory buildings to include carriage houses, garages or other buildings and their features that contribute to the overall character of the primary structure and should be retained and preserved. Removal or relocation of accessory buildings **must comply** with guidelines in Section VIII.

2. If a carriage house, garage or outbuilding is completely missing and replacement is desired, the replacing structure **must** comply with guidelines for new construction.

3. If repair of a carriage house, garage or building feature or deteriorated detail or element is necessary, it should be limited to the minimal amount necessary and replaced in kind.

a. Compatible substitute material for repair should match the original material in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.
b. If the material used on the primary structure is non-conforming with the current Historic District Guidelines, the same material is permitted on additions and accessory buildings.

4. New features, such as windows or door openings, bays, vents, dormers, roof forms, balconies, chimneys, or other details **must not be introduced** on existing carriage houses, garages, or buildings if they will compromise the architectural integrity or are incompatible with the primary structure.

5. Windows and doors in additions and accessory buildings **must be similar** to those in the existing primary structure in their proportions, spacing, and materials.

6. New accessory buildings such as carriage houses, garages, and other buildings **must be compatible** with the character and scale of the primary structure.

7. The height of any addition or accessory building **must not be taller** than the primary structure and **must be clearly defined** as a secondary structure.

a. Roof lines of additions and accessory buildings **must not be higher** than the primary structure.
b. Foundation height of additions and accessory buildings should align with that of the primary structure.
c. Eave lines of additions **must be at or below** the eave line of primary structure to demonstrate subordination to the primary structure.

DESIGN GOAL

A lower roof slope for an accessory building creates appropriate spatial definition of the two structures.

The same is true for the pediment over the door in the two illustrations on the right.

√ A house with low slope garage and pediment aligned

X A house with equal roof slopes and taller pediment above front door

8. Additions and accessory buildings such as carriage houses, garages and other buildings must be compatible with the primary structure and should be located as inconspicuously as possible, in rear or side yards.

9. Character-defining features of an historic primary structure **must not** be obscured, damaged, or destroyed to accommodate an addition.

10. If building a new garage, carriage house, or other accessory building will require removal or demolition of an existing structure, that relocation or demolition **must be approved** prior to consideration of the new construction.

11. Garages that open to the front are strongly discouraged, whether attached or detached.

a. Every effort should be made to position garages so that the garage doors open to the rear or side of the dwelling.

b. If no reasonable alternative is available, a garage that opens to the front should be set back at least 10 feet from the front elevation of the residence.

12. Additions should be inset from the rear corners of the primary structure to differentiate them from the existing primary structure and to reduce public visibility.

13. Prefabricated metal or plastic storage buildings **are not permitted** in the Historic District.

J. Utilities and Other Mechanical Systems

1. Energy conservation features such as porches, operable windows, transoms, and louvered shutters that contribute to the overall historic form and character of a structure **must be retained and preserved**.

2. Vents and mechanical connections through foundations or walls should be located on non-character-defining elevations or inconspicuously on side or rear walls where they will not be visible from the street.

3. Mechanical equipment and utilities, including heating and air-conditioning units, meters, exposed pipes, and underground fuel tanks, private well covers and associated tanks should be located in the most inconspicuous area, usually along a primary structure's rear elevation, screened from view with plantings

4. Solar hot boxes **must be installed** in a manner that screens or camouflages their appearance as much as possible

5. Window air-conditioning units **must be located** only on rear or inconspicuous elevation

6. Satellite dishes larger than 39.37 inches or one meter in diameter **must not be visible** from the street.

7. Trash, recycle containers, and mechanical systems should be located in the side or rear elevations of the property and should be screened.

K. Wood

1. Wooden features that contribute to the overall character of a structure and a site, including such functional and decorative elements as siding, shingles, cornices, architraves, brackets, pediments, columns, balustrades, and architectural trim should be retained and preserved.

2. If a wooden feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in scale, size, material and color with the structure and immediate streetscape.

3. If repair or replacement of an entire wooden feature or deteriorated detail or element is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the original in composition, dimension, size, shape, color, pattern and texture.

a. Substitute material must match the original material in composition, dimension, size, shape, color, pattern, texture and profile.

b. Painted wooden siding that is sound must not be replaced or covered.

4. Vinyl, aluminum, Masonite or similar engineered wood product **must not cover** a wooden detail, element, or feature.

5. Wooden surfaces and features **must be painted or stained** in colors that are in the Village of Pinehurst Color Palette.

6. Use of vertical siding or authentic board and batten **must be limited** to accents and not be a primary siding. Plywood siding **is not permitted**.

7. Introducing features or details that are not compatible with the character of the structure **is not permitted**.

L. MASONRY

1. Masonry features that contribute to the overall character of a structure and site should be retained and preserved, including walls, foundations, roofing materials, exposed chimney walls, cornices, quoins, steps, piers, columns, lintels, arches, and sills.

2. If a masonry feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible with the texture, scale, size, material and color of the historic structure and immediate streetscape.

3. Historic masonry materials, such as brick, terra cotta, limestone, granite, stucco, slate, concrete, block, and clay tile, as well as their distinctive construction features should be retained and preserved.

4. If replacement of a deteriorated detail, module, or element of a masonry surface or feature is necessary, only the deteriorated portion should be replaced in kind rather than the entire surface or feature.

a. If replacement of a large masonry surface or entire feature is necessary, it should be replaced in kind, matching the original in composition, dimension, size, shape, color, pattern and texture.
b. Compatible substitute material is permitted if it matches the original material in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.

5. Use of manufactured stone **must be confined** to designs in which the stone wall or element appears to be functional and contributes to the character of the structure. Manufactured stone **must have the appearance** of authentic natural stone in scale, size, texture and color.

6. Masonry material used as a foundation or foundation facade should be consistent and completely wrap the structure.

7. Masonry features or details of a structure **must be compatible** with the character of the structure.

8. Traditionally exposed brick or stone surfaces **must not be covered** with materials like stucco, concrete, wood, or a synthetic material.

9. Masonry elements and terra cotta surfaces that contribute to the character of a structure should not be painted or coated.

M. Architectural Metals

1. Architectural metal features such as copper, tin, brass, cast iron, wrought iron, lead, and terne plate that contribute to the overall character of a structure and a site should be retained and preserved,.

2. If an architectural metal feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible with the scale, size, material and color of the structure and immediate streetscape.

3. If a deteriorated detail, module, or element of an architectural surface or feature is to be replaced, only the deteriorated portion should be replaced in kind rather than the entire surface or feature. Compatible substitute material should match the original material in composition, dimension, size, shape, color, pattern, texture and profile, but using the original material is preferred.

4. Architectural metal surfaces and features **must be painted in** the Village of Pinehurst Color Palette, unless it is a copper surface.

5. Metal roofs or flashing **must not have** a coating applied.

N. Paint

Paint color plays an important role in defining the special character of homes and structures in the Historic District. An appropriate color, when applied with complementary accent colors, can enhance a structure's architectural style and accentuate its defining features. Because of the variety of architectural styles in the Historic District, a range of color schemes are appropriate as described below.

- Cottages and houses in the Colonial Revival style are usually painted white or soft colors such as gray or yellow with the trim painted a complementary color.

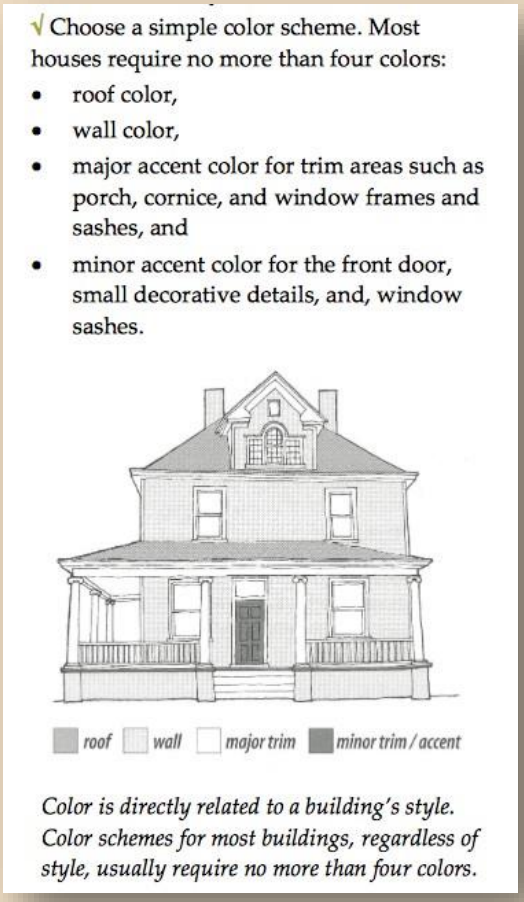
- Craftsman bungalows, on the other hand, are characterized by a mix of exterior materials, including shingles, brick, and stucco, which may be stained or, in the case of brick, left unpainted. Any wood trim is usually painted white, gray, or an earth tone, to contrast with the darker wall materials.

- The ornate style of Queen Anne Victorian houses permits the most exuberant use of color for decorative accents like brackets and the moldings of window and door surrounds.

In the case of most architectural styles, the following principles should guide the choice of color.

- **A simple color scheme will allow the building's features to shine**. Choose three colors: the most muted and palest color for the walls, a major complementary color for the trim, and a more intense minor accent color for the front door. Consider the roof material as the fourth color.
- **Muted colors of lighter value are suitable for walls and trim; intense colors and those of darker value should be limited to minor accents**. The intensity of a color depends on the purity of hue; the value of a color depends on the amount of white mixed into the color.
- **The color scheme should be congruent with the paint colors on the surrounding properties**.

The Village of Pinehurst Color Palette includes approved colors for the Historic District. Appendix F provides a listing of the approved paint colors with manufacturer reference numbers. The catalogue with samples is available for viewing in the Planning and Inspections Department at Village Hall.



1. Historic painted surfaces and materials that contribute to the character of the structure should be retained and preserved.

2. Paint and stain colors **must be** in the Village of Pinehurst Color Palette.

3. Replacement gutters and downspouts should be coated with paint or a baked-on enamel finish in the Village of Pinehurst Color Palette, unless they are made of copper.

4. Exterior storm windows be coated with paint or a baked-on enamel finish, usually the same color as the window sash or trim.

5. Wooden fences **must be painted** white, or **stained.**

6. Fabric awnings colors **must be compatible** with the exterior colors of the existing structure.

7. Decks and porches **must be painted, stained or have a manufactured color** compatible with the color of the structure and the Village of Pinehurst Color Palette.

8. Painting copper and terra cotta surfaces i**s not permitted**.

9. Foundations that were previously painted should be painted to visually differentiate the foundation from the main body of the structure.

IV. Residential New Construction

The following Guidelines apply to building new homes in the Historic District.

- Chapter A cites prevalent architectural styles of homes
- Chapter B describes general points such as scale, relationship to streetscape, setbacks and color
- Chapters C and D address window, doors and shutters
- Chapter E describes accessory buildings such as garages
- Chapter F outlines appropriate building materials

Review of Section III *Changes to Existing Residences* may provide additional insight about the proposed project. Please consult Section VII *Site Features* for details on Guidelines for such features as fences, landscaping or lighting that may be relevant to new construction projects.

Note that requirements are in bold face copy as in the example below.

Flat roofs **must not be** the predominant roof style.

A. Characteristic Architectural Styles

Design Goal

The Village of Pinehurst is not frozen in time. It continues to evolve by

- *Respecting the character-defining features of the Historic District when designing a new residence*
- *Promoting compatible new construction that blends comfortably with existing historic structures*

Within the Historic District, the following seven architectural styles are prevalent for homes.

1. Cottages with sloping, uneven roofs
2. Craftsman bungalows with low-pitched roof and wide overhang of eaves
3. Colonial Revival homes with rectangular house shape
4. Georgian Revival with square, symmetrical footprint
5. Federal Revival with hipped roof and prominent chimney
6. Queen Anne/ Victorian with asymmetrical silhouette and often corner tower or turret
7. Ranch single-story home

Appendix E contains pictures of each style along with characteristic features. Property owners are encouraged to consider selecting one of these styles as new construction projects are contemplated.

B. General Guidelines

Design Goal

Scale is an important consideration to assess whether an addition, accessory building, or new construction is congruent with the surrounding neighborhood and the Historic District.

While there is no numerical formula for judging scale, several relevant factors are used by the HPC to assess scale including

- Total square feet
- Heated square feet
- Height
- Footprint
- Mass
- Impact on adjacent structures

The HPC considers these factors in the context of the average size of other structures in the neighborhood, as well as the presence of similar-sized structures in the neighborhood.

1. All construction **must be compliant** with the PDO and adhere to the relevant Guidelines herein as appropriate to specific projects.

2. New residential primary structures **must be congruent** in size, scale, proportion, height and width with the range of existing structures within the neighborhood and **must not visually overpower** adjacent primary structures.

DESIGN GOAL

While variety has value, residences too large or too small will appear out of place and scale when compared to nearby homes

3. New residential primary structures **must be congruent** with the neighborhood in terms of style, fenestration, materials, color, texture, and architectural detail.

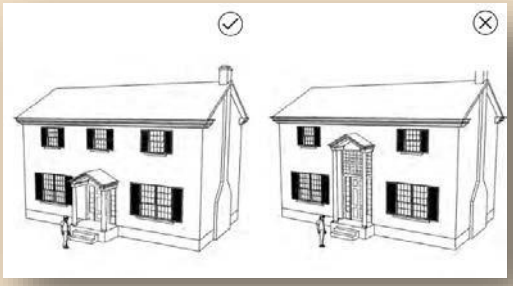
4. New construction **must not duplicate** either in color or architecture existing structures in the immediate streetscape.

5. Color schemes **must comply** with the Village of Pinehurst Color Palette as described in Section III, Chapter N, and should be compatible with the architecture of the structure.

6. Detailing on new primary structures should be compatible with its overall architectural style.

DESIGN GOAL

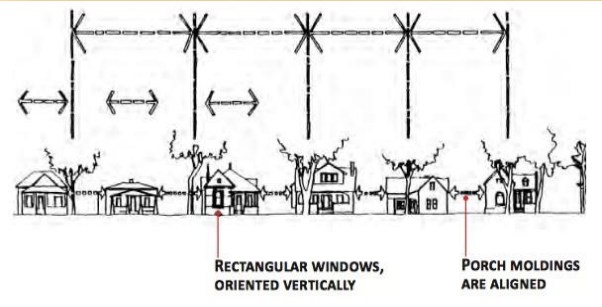
The proportions of a front porch should be compatible in size and scale with the structure, as well as with adjacent properties.



7. On the front elevation, posts and columns **must** be of dimensions, shapes and styles that are compatible with the architecture and size of the main structure.

8. Orientation and setback of a primary structure's front elevation to the street **must be congruent** with the orientation of primary structures on the immediate streetscape.

DESIGN GOAL
Similar side yard setbacks establish a rhythm of building fronts along a street, which should be maintained. The pattern illustrated to the right is typical of many streets in Pinehurst.



9. Roof forms should be congruent with the Historic District.

a. A simple roofline – such as gable, gambrel, or hip – is congruent with the Historic District architecture.
b. A-frame, dome, and mansard roofs **are not permitted** in new construction.
c. Flat roofs **must not be** the predominant roof style.

Did You Know?
Traditional, turn-of-the-century homes typically had simple, pitched rooflines to minimize leaks. Simpler rooflines contribute to a harmonious streetscape in Pinehurst and are less expense.

DESIGN GOAL
The houses to the right have the same floor plan. The one on the far right with multiple pitches may seem more interesting, yet the roofs serve no purpose to support the structure. The house on the left reflects a simple, well-proportioned house that fits with Pinehurst homes.

✓ **A well-proportioned design with simple lines**

X A house with overly decorative, complex roof lines

C. WINDOWS AND DOORS

1. Window and door openings **must be congruent** with other primary structures in the Historic District in terms of proportion, shape, position, location, pattern, and size.

DESIGN GOAL
Substantial casing that defines window and door openings is a simple way to create congruent character for the façade of a residence

✗ A house with 2-inch casing

√ A house with 6-inch casing on top of the window and 4-inch window casing on sides and bottom

2. Windows should feature true divided or simulated divided lights and muntins or windows with interior fixed muntins. Snap-in muntins are **not permitted.**

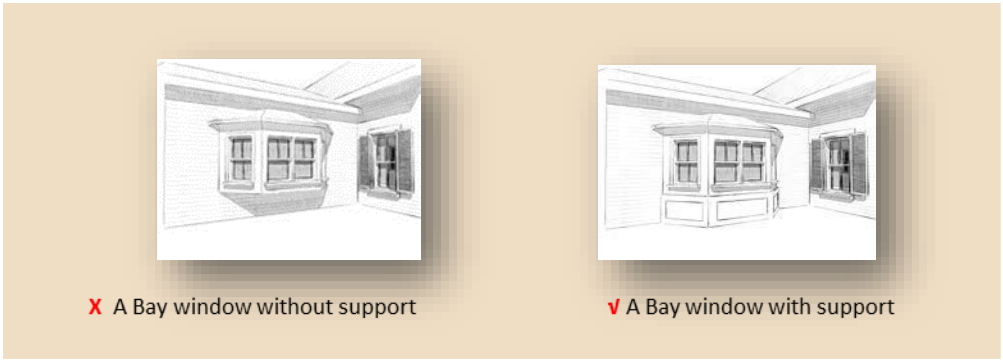
Did You Know?
In early construction, taller windows were more economical to build. A narrower window meant a smaller lintel (the extra wood in framing on the top of a window to support the wall above) and therefore less money. Tall, rather than horizontal windows, also provide a better chance of catching the movement of the sun.

DESIGN GOAL
Vertical windows are prevalent in the Historic District

✗ A house with all horizontal windows

√ A house with all vertical windows

3. There **must be** at least one window on the ground level of side elevations.



4. Bay windows should sit on a stone/brick foundation, wood brackets, and/or an extension of beams from the main structure.

5. Glass block windows **are not permitted** on street-facing elevations.

6. Painted, tinted or filmed windows or doors **are not permitted.**

7. Sliding doors on street-facing elevations **must present the appearance** of French doors with true or simulated divided lights.

D. Shutters

1. Operable shutters are recommended.

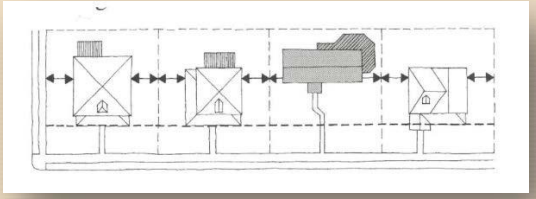
2. Shutters on arched windows **must match** and have an arched head as well.

3. Windows in street-facing facades should have shutters where appropriate.

E. Accessory Buildings

1. All proposed site features and accessory buildings, including garages, and other buildings, as well as other structures such as gazebos, fences, and walls **must be compatible** with features of the principal structure and other accessory buildings in the Historic District.

Design Goal
In this example on the right, the third dwelling from the left illustrates incompatible new construction that is sited beyond typical front and side setbacks.

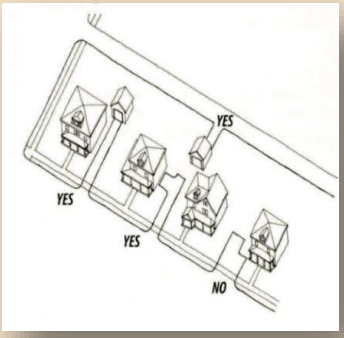


2. Accessory buildings **must be equal or lower** in height than the primary structure and the roof **must have an equal or lower slope** than the primary structure.

3. Attached garages should not be prominent on the street-facing elevation and should be set behind the front facade of the primary structure. Every effort should be made to position garages so that the garage doors open to the rear or side of the dwelling.

4. Detached garages and other accessory buildings for new residential construction **must be set behind** the front facade of the primary structure.

DESIGN GOAL
The garages are set back in both examples, including an alley entrance



   a. Detached garages that open to the street are strongly discouraged. Every effort should be made to position garages so that the garage doors open to the rear or side of the dwelling.
   b. A garage that opens toward the front should be set back at least 10 feet from the front elevation of the residence.

5. Driveways should be as inconspicuous as possible in terms of area and material.

F. BUILDING MATERIALS

1. The predominant materials and finishes for proposed new primary structures **must be congruent** with the historic materials and finishes in the neighborhood in terms of composition, scale, module, pattern, detail, texture, finish, and color.

2. Clapboard, stucco, brick, stone, wood, shingles, or combinations of these are some of the more customary materials in the Historic District and are recommended.

3. The following materials and treatments **are not permitted** for new residential construction in the Historic District.

   a. Asphalt or asbestos siding or shingles, including those stamped or embossed with a brick or stone pattern, for walls
   b. Sheets of plywood siding
   c. Vinyl or aluminum siding
   d. Plastic, sheet metal, or a similar material used as siding or panels
   e. Any treatment of material that imparts a glossy or reflective finish to the material
   f. Terra cotta, concrete, cinderblock, or glass brick that is incongruous with the character of the Historic District
   g. Bricks or stone laid in a pattern or bond that is incongruous with the character of the Historic District.

V. Changes to Existing Commercial Structures

The following Guidelines apply to proposed projects that change or renovate exterior facades of existing commercial structures in the Historic District.

- Chapter A describes general points about preserving facades and architectural details
- Chapter B describes similar details for storefronts
- Chapter C addresses signage and awnings
- Chapter D reviews additions as well as free-standing kiosks

Direction on building elements and building materials as reviewed in Section III *Changes to Existing Residences* may provide additional insight about the proposed project. Please consult Section VII *Site Features* for details on Guidelines for such features as fences, landscaping or lighting that may be relevant to an addition or renovation project.

Note that requirements are in bold face copy as in the example below.

> Commercial facades **must not be covered** with any kind of synthetic material.

A. General Guidelines

1. Commercial buildings and their facades, including fenestration and architectural details such as cornices, string courses, wall finishes, pilasters, and other decorative elements, should be retained and preserved.

2. Paint colors **must be** in the Village of Pinehurst Color Palette.

3. If a portion of or the entire facade element has deteriorated, only the deteriorated section should be repaired and replaced in kind or with compatible substitute materials compatible with the original.

4. Commercial facades **must not be covered** with synthetic material.

5. Decorative elements that are incompatible with the architecture should not be added to a structure in the Historic District.

6. Clear display glass should not be replaced with opaque, colored, stained glass or similar material.

7. Artistic murals should not be placed on commercial buildings.

B. Storefronts

1. Storefronts should be retained and preserved along with their functional and decorative features, including entrances, display windows, transoms, bulkheads, pilasters, columns, signs, awnings, upper story windows, cornices, and details.

2. Deteriorated storefront feature(s) should be repaired rather than replaced and should match the original in size, scale, proportion, material, texture and detail if it is available.

3. If replacement of the entire storefront is necessary, the new design should be based on the original or a new design that is compatible with the original in size, scale, proportion, material, texture and detail with the building and the Historic District.

4. Display windows should not be reduced in size.

    a. Snap-in muntins are not permitted
    b. Replacing clear display glass with opaque, colored, stained glass or similar material **is not permitted**.
    c. Reopening covered or infilled glass transoms is recommended.

5. Covering historic storefronts with synthetic material **is not permitted**.

Historic building materials should not be covered

C. AWNINGS

1. Fabric awnings mounted above display windows **must be compatible** with the character of the building and congruent with the Historic District. Any lettering should be placed along the bottom flap only.

2. Awnings **must be muted** in color and compatible with the Village of Pinehurst Color Palette.

3. Awnings of complex modern design **are not permitted** in a commercial setting. Awnings should not be lit from below.

D. ADDITIONS

1. Additions to commercial buildings **must preserve** their significant materials, features, texture, mass, scale, and overall character.

2. Only minor changes should be made to public or primary elevations. To minimize the loss of materials and features, additions should be placed on secondary elevations.

3. If a building is highly visible and of special importance in the Historic District, the secondary elevations become primary elevations and addition(s) should be avoided.

4. Additions **must be compatible** with the size, scale, mass, and proportions of the existing building.

5. Rooftop additions should be avoided but, if necessary, they **must be compatible** with the character of the building.

6. Any street furniture, such as benches, trash receptacles, fountains, and bollards that appear to be an integral part of the building and contribute to its design, should be compatible with existing street furniture found in the Village Center.

7. Freestanding ATMs and kiosks of any kind **must be congruent** with the Historic District.

VI. COMMERCIAL NEW CONSTRUCTION

The following Guidelines apply to building new commercial structures in the Historic District.

- Chapter A describes typical architectural styles found among businesses in the Village Center
- Chapter B describes general points such as scale, building materials, windows and roofs
- Chapter C defines use of franchise architecture
- Chapter D details provisions for utilities and service areas

Direction on building elements and building materials as described in Section V *Changes to Existing Commercial Structures* may provide additional insight about the proposed project. Please consult Section VII *Site Features* for details on Guidelines for such features as signage, landscaping or lighting that may be relevant to new commercial construction projects.

Note that requirements are in bold face copy as in the example below.

Facade materials **must consist of brick, shake, wood clapboard**, or a similar compatible substitute material.

A. Characteristic Architectural Styles

Design Goal
Design of a new commercial, mixed use or multi-family structure should respect the historic development pattern in the Village of Pinehurst.

- *Establish a sense of human scale*
- *Reflect typical historic lot and building widths*

If a new building is wider than was historically typical, it should incorporate design features that divide it into smaller modules to suggest the underlying historic lot pattern.

Within the Historic District, two typical styles are found for commercial structures

1. Brick, one or two-story Federal or Georgian buildings
2. White clapboard, one or two-story Colonial or Greek Revival buildings

Property owners are encouraged to consider selecting one of these styles as they contemplate new commercial construction projects. Refer to Appendix E for examples of these styles.

B. General Guidelines

1. New commercial construction **must be congruent** with the existing commercial buildings in the Historic District and should follow the architectural tradition of one and two-story structures.

Design Goal
Reflect typical historic lot and building widths.

A new building should incorporate design features that divide it into smaller modules. Changes in building height and materials, as well as architectural moldings and wall offsets can be used to express typical historic building widths to help a larger structure fit into the surrounding historic context.

DESIGN GOAL
Establish a sense of human scale

A building's overall design and its architectural parts relate to human dimensions and proportion with the use of design features – windows, awnings, balconies – that visually delineate human-scale spaces. Pedestrians experience a series of stimulating, appropriately scaled locations.

2. New commercial construction **must be congruent** with the character of similar architectural elements found on existing commercial buildings in the Historic District with respect to its horizontal and vertical articulation, architectural detail, and other design elements.

3. Windows **must be congruent** with the character of similar architectural elements found on existing commercial buildings in the Historic District.

    a. Storefront windows should provide views to interior activity areas or displays.
    b. Glass curtain walls, reflective glass, and painted or darkly tinted glass **are not permitted**.

DESIGN GOAL
The street-level storefront is the most noticeable portion of a commercial building's facade. Its function is to

- Allow goods to be displayed to the public,
- Provide daylight to the shop interior, and
- Offer a welcoming entry for shoppers.

These functions rely on large glass display windows, glass transoms, and doors to make the storefront transparent. Distinctive entry paving, bulkheads of contrasting material, decorative storefront cornices, awnings, and other features often add architectural interest to a storefront.

4. Facade materials **must consist of brick, shake, wood clapboard**, or a similar compatible substitute material.

5. Entrances should be congruent with the character of similar architectural elements found on existing commercial buildings in the Historic District.

    a. Entrances should be clearly visible from the street.
    b. Entrances and exits **must be well lit** to provide visibility and promote safety.
    c. Buildings that occur at the intersection of roadways should angle the entrance toward the corner of the street whenever possible.

6. Roof forms **must be congruent** with those on existing commercial buildings in the Historic District.

7. Architectural ornaments along the roof line, such as molding, entablature, or friezes **must be congruent** with elements found on existing commercial buildings in the Historic District.

8. New buildings **must be painted** in colors that are in the Village of Pinehurst Color Palette.

C. Franchise Architecture

Franchise or prototype architecture **must comply with** guidelines for new commercial construction.

D. Utilities and Service Areas

1. All roof and wall-mounted mechanical, electrical, skylights and solar panels, as well as vent pipes, **must be screened** from the publicview.

2. Required service areas for a building **must blend** with the building and be screened so that they do not draw attention to the functionality of the area.

VII. Site Features

The Site Features Guidelines apply to proposed projects whether changes to existing residences or commercial buildings in the Historic District, or new residential or commercial construction in the Historic District.

- Chapter A details fences and walls including building materials and specifications
- Chapter B addresses driveways and off-street parking provisions
- Chapter C describes appropriate landscaping and vegetation
- Chapter D lists provisions for swimming pools
- Chapter E prescribes lighting
- Chapter F addresses both residential and commercial signage
- Chapter G details use of rights-of-way, business fronts and alleys
- Chapter H describes provisions to meet health and safety code requirements

Note that requirements are in bold face copy as in the example below.

> New picket fences **must be substantially open** in character. The pickets **must not be less than** two inches nominal nor wider than four inches nominal, with a minimum of two inches and a maximum of four inches between pickets, and pickets **must be at least** one nominal inch thickness.

A. Fences and Walls

Examples of appropriate wooden picket fences for the Historic District

1. The Village of Pinehurst traditionally considers streetscapes as a community asset, one that provides open views and vistas and creates a natural setting. Front yard fences are not recommended**,** but if fencing is desired, the resulting fence **must be congruent** with the Historic District**.**

a. Historic fences and walls that contribute to the character of the Historic District should be retained and preserved especially if they meet current Guidelines.
b. All architectural features that are character-defining elements of existing fences and walls, including gates, pillars, hardware, decorative pickets, and rails should be retained and preserved.

2. If repair or partial replacement of an existing fence or wall is necessary, new material should match the existing material in composition, size, shape, color, pattern and texture if available.

3. Residential street side fences **must be** wood picket, brick or wrought iron.

a. White wood picket fences are the preferred residential street-facing fence type.

i. New picket fences **must be substantially open** in character. The pickets **must not be less than** two inches nominal nor wider than four inches nominal, with a minimum of two inches and a maximum of four inches between pickets, and pickets **must be at least** one inch nominal thickness.
ii. All other wooden fences **must be stained, painted, or have a clear finished coating.** Painting, staining or other finish **must be completed** within six (6) months of installation.

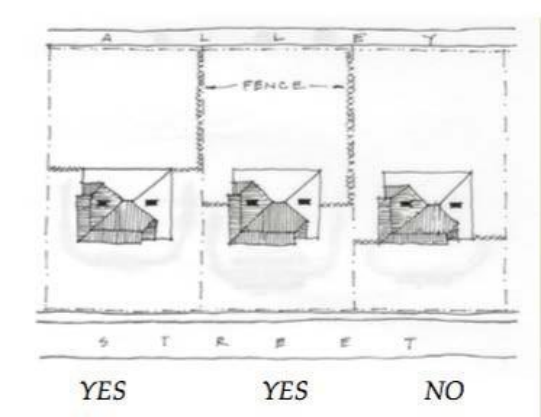
b. Metal fences painted to resemble wrought iron **must adhere** to the following minimum standards.

i. Picket external size 5/8-inch by 5/8-inch with .042" thickness
ii. Horizontal rail external size 1-inch by 1-inch with .052" thickness
iii. Post size 2-inch by 2-inch with .060" thickness
iv. 3 7/8-inch thickness spacing between pickets

c. Brick and stacked stone walls are permitted.
d. Existing unpainted brick walls or fences should not be painted or otherwise coated.
e. Vinyl and chain link fencing **are not permitted** on residential properties.

4. When measuring fence height, consider all fence elements including posts.

   a. Fences on the rear and non-street sides of the property **must not be taller** than six (6) feet in height and street-side fences **must not be taller** than three and a half (3.5) feet.
   b. Brick and stacked stone walls on the street sides of the property **must not be taller** than two and a half (2.5) feet in height.
   c. Back yard fences greater than three and a half (3.5) feet in height **must not extend** forward from the back corner of the house. An exception is to screen a private residence from a commercial or institutional building or parking lot, in which case, the fence **must not extend** beyond the front corner of the structure.
   d. Shadow box fences for back and side yards **must have vertical board width** of not less than four inches nominal and not more than ten inches nominal with a maximum overlap of one inch, and boards **must be at least** three-quarter (3/4) inch nominal thick.
   e. Solid wooden fences **are not permitted** in the Historic District.



The two configurations on the left are appropriate for fence installations.

The fence on the far right is not appropriate because street-side fences must not be taller than 3.5 feet.

B. Driveways and Off-Street Parking

1. The historic configuration and materials of existing driveways and alleys should be retained and preserved whenever possible.

2. New driveways should be located so that a minimum of alteration to historic site features, such as landscaping, walkways, and retaining walls, is necessary.

3. All new parking areas should be screened from adjacent properties.

4. Existing mature trees on the property should be incorporated into new parking areas whenever possible, and new trees introduced to re-establish the tree canopy over time.

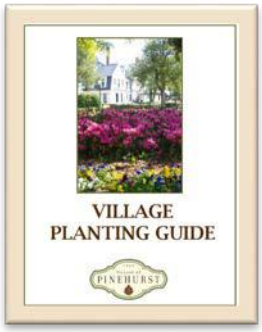
5. Off-street parking areas should not be located in front yards or rights-of-ways.

6. Large off-street parking areas that dominate the rear yard and cause the residential character of the site to be lost are **not permitted.**

7. Concrete driveway color should be earth-tone tints or coloring that blends with the natural environment in which the property is located.

C. Landscaping and Vegetation

1. Landscaping that contributes to the character of the Historic District should be retained and preserved as much as possible.



- **a.** Specific landscape features that are character-defining elements of the Historic District, including large trees, hedges, foundation plantings, grassy lawns, ground cover, trellises, patios, terraces, fountains, and gardens, should be retained and preserved as much as possible.
- **b.** Trees and shrubbery characteristic of the Historic District and native to the Pinehurst area should be preserved if possible.
- **c.** Appendix G lists recommended plants in the *Village Planting Guide*. The full guide with the cover depicted on the right can be found on the Village of Pinehurst website.

2. Existing large trees and other significant landscape elements should be incorporated into plans for additions and new construction. New landscape elements should be compatible with similar features in the Historic District.

a. Existing brick and stone pavers should be preserved.
b. Edging materials that are incompatible with the character of the Historic District, such as exposed landscaping timbers, are not permitted.
c. Pre-cast landscape cement block of a commercial nature is not permitted in residential areas.
d. Arbors, trellises, and pergolas must be constructed in a manner that is compatible with the architecture of the primary structure.

3. Removal of trees twelve (12) inches in diameter at breast height (DBH) and larger along the street side of a residence **must not unreasonably compromise** the existing tree canopy and the historic appearance of the landscape and neighborhood.

a. New construction should minimize the impact on existing mature trees and their root systems, both on and adjacent to the construction site, including additions, driveways, and accessory buildings.
b. Tree removal within the Village's right-of-way is regulated by the Assistant Village Manager for Operations. Please call (910) 295-1900 to arrange a site visit.

4. Mechanical equipment such as air conditioners or heat pumps, should be located on non-character-defining elevations of the structure whenever possible. These systems should be screened by the use of planted material or appropriate fencing if they are easily visible from the street.

5. Satellite dishes that are larger than 39.37 inches or one meter in diameter **must not** be easily visible from the street.

6. Public street furniture such as benches, trash receptacles, fountains, and other accessories should be designed to enhance and blend with the surroundings. These elements should be compatible with the Historic District, not attract undue attention and should not exceed 3.5 feet in height.

7. Trash cans should be screened from public view.

8. Rain barrels should be installed in a manner that is discrete and unobtrusive.

D. Swimming Pools

1. In-ground swimming pools **must be located** only in the rear yard and not easily visible from the street.

    a. On corner lots, pools **must be located** in the portion of the rear yard farthest from the street.
    b. Slides **must not be easily visible** from the street.

2. Above ground pools **are not permitted** in the Historic District.

E. Lighting

1. New exterior lighting **must be compatible** with the residential quality of the property, and the Historic District.

2. Lighting levels that provide adequate safety, yet do not detract from or overly emphasize the structure and landscape elements should be used.

    a. Low level lighting at the public-private edge of the property should be used for the safety of pedestrians.
    b. Lighting should be minimized by carefully locating light sources, rather than indiscriminately lighting broad areas.
    c. Directional lighting should be used to avoid spilling light onto adjacent properties.

Design Goal
Lighting should respect the environment and residential neighborhoods in Pinehurst. As the illustration on the right depicts, down lighting is favored.

F. SIGNAGE

Early photographs of the Village of Pinehurst's commercial districts show a great variety of commercial signs, some of which may serve as prototypes for new commercial signage. Occasionally, an antique sign may even be restored for contemporary use. Awnings provide an opportunity for commercial signage, as do storefront display windows and transoms. Gold leaf, for example, on windows and signage is a simple way to make existing and new signage more congruent with the Historic District.

DESIGN GOAL

While all signage **must conform** to the requirements of the village of Pinehurst Development Ordinance, below are additional considerations to encourage signage plans that contribute to the "sense of place" of the Historic District.

- *Signs should be viewed as part of an overall graphics system for the building. They do not have to do all the "work" by themselves. The building's form, name and outstanding features, both decorative and functional, also support the advertising function of a sign. Signs should work with the building, rather than against it.*
- *New signs should respect the size, scale and design of the historic building. Often features or details of the building will suggest a motif for new signs.*
- *Sign placement is important: new signs should not obscure significant features of the historic building.*
- *New signs should also respect neighboring buildings. They should not shadow or overpower adjacent structures.*
- *Sign materials should be compatible with those of the historic building. Materials characteristic of the building's period and style, used in contemporary designs, can form effective new signs.*
- *New signs should be attached to the building carefully, both to prevent damage to historic fabric, and to ensure the safety of pedestrians. Fittings should penetrate mortar joints rather than brick, for example, and sign loads should be properly calculated and distributed.*

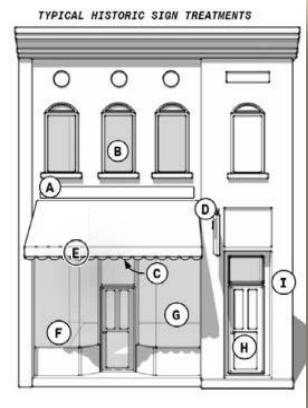
1. Significant historic signs within the districts or landmark properties should be preserved and maintained.

   a. Original signage incorporated into the architectural detail of commercial buildings should also be preserved.

   b. Signs in the Village Center and other commercial districts can reflect the era and the character of the building and the Historic District. They can also incorporate contemporary design and materials if their scale and location are historically appropriate.

2. Signage on residential and commercial buildings **must be compatible** with the Historic District.

   a. Signage color **must be** in the Village of Pinehurst Color Palette and **must be muted** in hue.
   b. Signage fonts **must be characteristic** to the Historic District. A list of approved font examples may be obtained from the Village Planner.
   c. New signage **must be composed** of materials characteristic of the Historic District, such as wood, stone, or metal. Any substitute materials **must** present an authentic look and texture.



A. Cornice or Belt Sign
B. Upper-floor Window Sign
C. Transom or Frieze Sign
surface below awning
D. Hanging "Blade" Sing
E. Awning Flap Sign
F. Lower Display Window
G. Central Display Window
Sign
H. Glazed Door Sign
I. Wall Sign for Upper Floor

3. New signage in the Historic District should reflect the character of the Historic District.

4. New signs **must be compatible** with the storefront in material, scale, texture, and color.

a. The compatibility of new signage in the Historic District will be reviewed in terms of location, size, materials, color, scale, and character.
b. It is not appropriate to install signs that obscure or detract from the character- defining features of the store.
c. Signs mounted on the fronts of buildings to designate multiple businesses in retail/office centers should be compatible in scale with the building's architectural elements, compatible in placement and size, and compatible in design material and color, but not necessarily identical.

5. Signage should be attached in a manner that does not cause permanent damage to the facade of the structure. Flush-mounted signs should be installed in appropriate locations that do not conceal architectural features or details.

6. Lighting for signs **must be congruent** with the character of the Historic District.

a. Internally illuminated signs, plastic signs, neon signs, or flashing signs **are not permitted** in the Historic District.
b. External illumination for signs should be white light only, directed toward the face of the sign, and down lighting is preferred.

G. Rights-of-Way, Business Fronts and Alleys

Village, private, public utility, and/or North Carolina Department of Transportation (NCDOT) initiated projects in the public right-of-ways (ROW) **do not require** approval from the Historic Preservation Commission.

- Village and private ROW projects **require approval** by either the Assistant Village Manager for Operations or Public Services director.
- NCDOT ROW **requires approval** from the District Engineer.
- Public utility ROW projects **require approval** from the governing utility company.

The following three Guidelines apply to the Historic District and are administered by the Assistant Village Manager for Operations or designate. Contact (910) 295-1900 for inquiries or coordination.

1. Pruning and trimming trees and bushes in the public right-of-way should preserve the existing tree canopies and historic streetscapes in the Historic District.

2. Street lighting **must be congruent** in design, materials, and scale with the character and the pedestrian scale of the Historic District.

3. Necessary street furniture, trash receptacles, mailboxes, publication dispensers (including newspaper racks and real estate flyer boxes) should not compromise the character of the Historic District

H. Accessibility, Health and Safety

1. Accessibility, health and safety code requirements should be met in ways that do not diminish the character features, materials, and details of the building or site and implemented such that its character-defining features are preserved.

2. Changes to a building, accessibility and life-safety code characteristics or features **must not compromise** the building's character.

3. Fire doors, exterior fire stairs, access ramps, or elevator additions should be designed to be compatible in character, material, scale, proportion, location, detail and finish with the building and existing doors.

VIII. Relocations or Demolitions

Relocations and demolitions are approved by the Historic Preservation Commission for properties within the Historic District.

Note that requirements are in bold face copy as in the example below.

> Any damage to character-defining elements and significant architectural features during relocation **must be repaired**.

A. Relocations

1. Relocation of a primary structure or important accessory building within the Historic District will be considered only when all other preservation options have been exhausted.

2. Before any existing primary structure within the Historic District may be moved or relocated, its original setting and context **must be fully documented**.

3. Guidelines for new construction apply to all primary structures moved into or within the Historic District including principal primary structures, or accessory buildings.

4. Any damage to character-defining elements and significant architectural features during relocation should be repaired.

B. Demolitions

1. Demolition Guidelines apply to all structures and site features such as pools and ramps within the Historic District.

2. Prior to demolition, property owners should work with the Historic Preservation Commission in seeking alternatives to demolition.

3. Prior to demolition of a primary structure, a complete record of the primary structure **must be made** that describes any distinctive architectural features of the structure, important landscape features and any archaeological significance of the site. This documentation **must be provided** to the Commission.

4. Salvageable architectural materials and features should be identified along with potential buyers or recipients of salvaged materials.

5. Significant site features and adjacent properties should be protected during demolition. Also trees should be protected from damage due to compaction of the soil by equipment or materials.

6. After demolition, all debris **must be removed** from the site within 30 days.

IX. PARKS AND PUBLIC SPACES

A. Historic parks and public spaces should be preserved.

B. Construction of buildings in parks and public spaces is discouraged, but may be considered if they are architecturally congruent with the Pinehurst Historic District and meet the Guidelines for new construction.

C. Removal of trees should be minimized except for normal pruning and diseased and damaged trees.

D. Public art, statuary, artifacts, fountains, and memorials may be used as focal points in public spaces.

   1. However, those elements should not be placed in locations that will obscure historic buildings or their architectural features and detail.
   2. Scale, context, and installation methods of the proposed feature should be considered in determining the appropriateness of the placement and location.

E. Benches, light fixtures, trash receptacles, fountains, and other furnishings should be designed to enhance and blend with the surroundings and be congruent with the Historic District.

F. New playgrounds should be congruent with the character of the Historic District in regard to scale, size, color and materials.

G. New plants should be chosen from the Village of Pinehurst Planting Guide.

LIST OF REFERENCES

Appendix

A. History of Pinehurst
B. Map of the Pinehurst Historic District
C. List of Properties in the Pinehurst Historic District
D. Certificate of Appropriateness Application Procedures
- Figure 1 Application Form
- Figure 2 Checklist

E. Characteristic Architectural Styles
F. Village of Pinehurst Color Palette
G. Village of Pinehurst Planting Guide
H. Relevant Statues and Resolutions
- Figure 1 North Carolina Statute for Historic Districts and Landmarks
- Figure 2 Village of Pinehurst Resolution Creating the Pinehurst Historic District
- Figure 3 Village of Pinehurst Resolution Creating Historic Preservation Commission

I. Resources
- Figure 1The Secretary of the Interior's Standards for Rehabilitation
- Figure 2 Resources for Technical Information from the National Park Service
- Figure 3 Preservation from the National Park Service
- Figure 4 Tax Credits

J. Glossary

APPENDIX A HISTORY OF PINEHURST

Development of Pinehurst 1895-2016

The Village of Pinehurst today retains its historic character as a golf resort due to the careful preservation of original structures from the late 19th and early 20th centuries and the cultivation of its lush landscape. The core of wooded village green, hotels, shops, churches, and cottages spreads outward along curving and concentric roads to include the larger estates of the 1910s and 1920s. Throughout, mature landscaping envelops the various parts into a unified whole. On the south side of the village, manicured golf courses, tennis courts, a swimming pool complex, and an equine sports facility provide the physical setting for the resort's primary recreational activities.

1895

Pinehurst began in 1895 when James Walker Tufts, a manufacturer from Boston, Massachusetts, and head of the American Soda Foundation, purchased the first parcel of land for his health resort in the Pine Barrens of North Carolina. He had long envisioned a beautiful, healthful, New England-style village, where those suffering from respiratory and other ailments, could come with family and friends to recuperate in the land of sparkling water, abundant sunshine, and oxygen-producing pine trees.

For his project, Tufts ultimately assembled 5,980 acres of mostly cut timber lands at a cost of $7,400. While he was still acquiring the land, he hired the New York-based landscape architecture firm of Olmsted, Olmsted and Eliot to create a "Diagram for the location of hotel and cottages." Though Frederick Law Olmsted, Sr. was responsible for the conceptual plan, the major design work and implementation were carried out by one of Olmsted's assistants, Warren H. Manning. Manning was involved from the beginning and continued to work with Pinehurst for several decades, as well as to advise numerous property owners on their own private cottage grounds and gardens.

Manning himself described the landscaping task at Pinehurst in an article for the December 10, 1897 issue of *The Pinehurst Outlook*. The site selected for the village was characterized by "wide sweeping slopes and valleys that suggested a broad treatment and required a curvilinear system of roads." The central feature was "the Village green, located in a broad, shallow amphitheater-like valley and designed to be the heart of the village, with the inn, the hall, the store and casino sites at its head on the main street and along the line of the electric tracks. The homes for the residents were along the sides of the green and on the streets radiating from it."

By December of 1895, Tufts had built the Holly Inn and more than 25 cottages. For the 1897 season, a total of 38 cottages and boarding houses had been built, in addition to the Department Store, the Casino (where meals were taken for a modest fee), the old Village Hall, the school building, and the Pinehurst Museum. In 1900, the Carolina Hotel was built and it comprised a major addition to the architecture of the village. All these early buildings display a combination of Queen Anne and Colonial Revival architectural styles that were typical of the time. The early cottages were well-built and tasteful, but not lavish, for the Tufts were marketing their health resort to a middle- class clientele. Buildings were predominantly wood frame, and many were clad in wood shingles to create the ambience of a New England village in the North Carolina Sandhills. Thirty- two of the original cottages survive.

Along with the Tufts' aggressive program of building, the implementation of the Olmsted landscape design transformed the village center into an "oasis in the desert." During the first two years, a nursery of exotic and native plants was established and more than 225,000 plants were set out, the majority of which were native materials. Evergreens and winter flowering shrubs were used primarily to create a green village in the winter. Today, pines, hollies, magnolias, laurels, and a range of evergreen shrubs fulfill the requirements.

In 1897 Tufts had to scrap his plan for a health resort as a result of new research on consumption and by the end of the 1897 season, he had banned consumptives from the property. As a result, the focus of the resort shifted to recreation and led to the construction of the golf links and golf club house on the south side of the village. In the fall of 1909, golf course architect Donald James Ross came to Pinehurst and took over the golfing operations, a position he would retain for the next 40 years. He worked constantly to improve the courses according to new theories and methods and today Course No. 2 survives as one of the best preserved Ross-designed courses in America.

1900s and 1910s

In the following decades Pinehurst continued to grow at a rapid pace under the guidance of James Tufts and, and after his death in 1902, his son Leonard Tufts. In the 1900s and 1910s, the majority of building was done in the Village core by Tufts. Winter guests rented cottages for the season or, if coming for a shorter visit, would stay in the many hotel rooms and boarding houses in the Village. However, as Pinehurst continued to establish itself as an ideal winter resort, adding more golfing opportunities, a harness track, and other recreational elements, the nature of development changed. By the mid-1910s and throughout the 1920s, the Olmsted plan of curving streets spread to the west of Beulah Hill Road where properties were larger and substantial homes were built by private owners in a variety of architectural styles. Such designs were in contrast to the earlier and more modest cottage construction completed under the Tufts' supervision. Also in the 1920s, Midland Road was built as the first divided two lane highway in the state, and houses extended eastward along this landscaped boulevard. In 1922, the Pinehurst Country Club was greatly enlarged and remodeled, taking on a Mediterranean feeling with its rough concrete walls, varied roof forms, and a terrace with Tuscan colonnade overlooking the golf courses.

1930s

Events in the 1930s further cemented Pinehurst's role in American golf and gave the resort a much needed boost during the Depression. In 1935, the resort installed its first grass greens (the earlier greens had been sand) and in the fall of 1936, the Professional Golfers' Association of America (PGA) was played on No. 2. The PGA tournament and the North and South Opens were important steps toward positioning Pinehurst as a venue for major professional events in the future.

Despite the drop in the resort business during the 1930s, Pinehurst emerged competitive with other resorts in the southeast that had similarly modernized courses, with watered fairways and grass greens. The war years brought another round of challenges to the Village generally and to golf in particular, which was thought to be a frivolous activity in wartime. Because of its proximity to Camp (later Fort) Bragg, Pinehurst was threatened with an influx of military troops in need of housing. The Village inns and hotels were never occupied, but the surrounding area was more than once the site of massive U.S. Army maneuvers.

Post World War II

In 1945, Pinehurst celebrated its 50th anniversary. In 1946, Richard Sise Tufts, who had been given responsibility for managing the resort by his father Leonard, announced a series of changes. At the center of these modifications was a reorganization of the company's stock and a restructuring of company management. As a result of these changes, Donald Ross resigned. Ross was one of the cohort of men who had run the resort for four decades after the death of the founder, James Walker Tufts. Leonard Tufts had died a year earlier in 1945. Ross himself died in 1948. Finally, Frank Maples, superintendent of the golf courses and a Pinehurst employee since 1902, died in 1949.

Between 1948 and 1960, Pinehurst continued to operate as a seasonal resort; hotels, golf courses, and stores were open only during the season, from late September through May. The resort lifestyle was reflected in the activities of villagers, including sporting events and social gatherings, and in the building that was resumed

during the post-war years. Most homes were built northeast of the Village along Midland, Page, and Everette Roads. They were designed by architects who, like their owners, were knowledgeable about popular styles, though many still incorporated elements of the New England architecture favored by Tufts. A handful of homes were also constructed in an employee housing neighborhood on Medlin and Kelly Roads.

Also during this era, the number of full-time Village residents increased, which required the construction of a public school on Kelly Road and public recreational facilities such as parks, swimming pools, and a library. To handle the increased volume of traffic in the area, the traffic circle was constructed in the mid-1950s at the junction of Highways 15/501, NC 211, and NC 2. In addition, more of the Village's inns remained open during the summer months and added amenities like air conditioning and their own swimming pools.

The Diamondhead Years

Effective December 31, 1970, the Diamondhead Corporation became owners of the Pinehurst Resort. The $9.2 million purchase price included the Carolina Hotel, the Holly Inn, the Pinehurst Country Club, five golf courses, the garage, race track and stables, service facilities, and several thousand acres of undeveloped land surrounding the resort. In Diamondhead's plans for making improvements to the property, the difference between their vision for the resort and that of the Tufts became clear.

By the 1970s demand for housing in Pinehurst was high and homes located on the edges of golf courses, a concept that was in practice in other fashionable resorts in the country, were highly desirable. Diamondhead's management chose to cut away areas between the greens and develop them as subdivisions for condominiums and single family homes. This pro-development approach was intensified by the systematic selling off of the thousands of "buffer" acres that surrounded the Village and the resort. These lands were sold off in large tracts and developed as sizable subdivisions. As a result of these development choices, and the loss of vast open spaces, the face of Pinehurst was forever changed.

An opposition movement of residents who were unhappy with Diamondhead's pro-growth strategies and changes to beloved golf courses and traditions led to a suit and court settlement in 1973. Essentially the "Settlement Agreement" gave the residents some power to control Diamondhead by establishing rules for land use and construction. However, not until 1980 did Pinehurst become incorporated as a municipality by order of the state Municipal Board of Control. For good measure the Board also drafted a Charter under which the Village would operate.

ClubCorp to Today

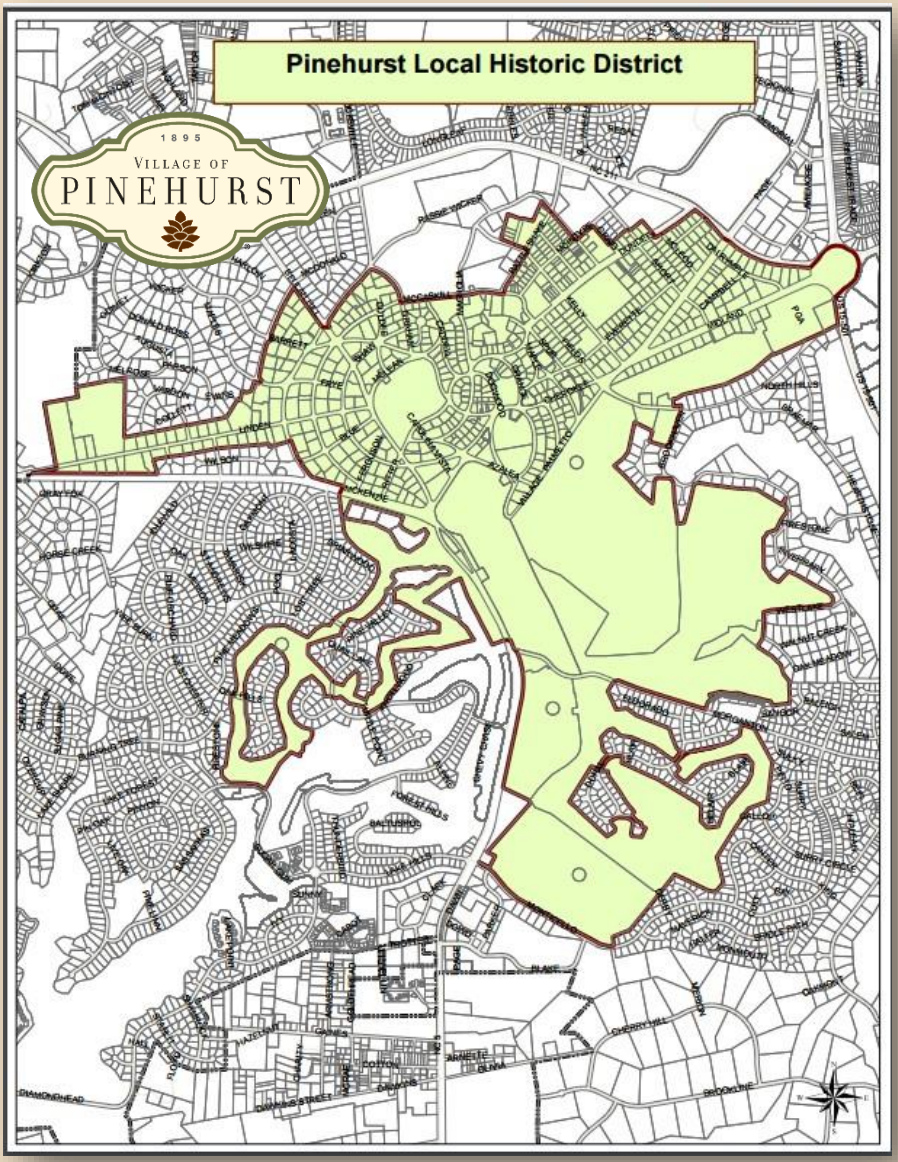
As Diamondhead slowly lost control of the Village and alienated many long-time residents, it was also failing economically. In 1984, the resort was purchased by ClubCorp of America, a corporation that managed resorts and clubs, with very different priorities from Diamondhead. Once again Pinehurst was "back in the resort and golf business," and out of the real estate business. The creator and chief executive of ClubCorp was Robert Dedman, who built his management business to operate and, in some cases own, approximately 200 country clubs, golf courses, and other private clubs and resorts. Under Dedman, Pinehurst became CCA's premier property. Facilities like the Carolina Hotel and Holly Inn were modernized and restored to their former glory. Two new golf courses were added. Finally, professional events returned to Pinehurst No. 2, including the PGA in 1991 and 1992, the U.S. Seniors Open in 1994, and the Men's U.S. Open Championship in 1999, 2005, and 2014, as well as the Women's U.S. Open Championship in 2014.

The man who had done the most to restore Pinehurst after the Diamondhead era, Robert Dedman, died in 2002. ClubCorp itself was sold in 2006, but Pinehurst remained in the Dedman family. Today Robert Dedman, Jr., continues his father's legacy as CEO and owner of the Pinehurst resort.

APPENDIX B MAP OF THE PINEHURST HISTORIC DISTRICT

http://www.vopnc.org/our-community/visiting-pinehurst/village-maps

From the above location on the Village of Pinehurst web site, select **Local Historic District Map** to view a larger version.



APPENDIX C LIST OF PROPERTIES IN THE HISTORIC DISTRICT

Property Description	Street #	Dir	Property Address	LRK	Year Built
VILLAGE GREEN/AZALEA			AZALEA RD	87000260	V
705 706 707 PHST	15		AZALEA RD	26124	1920
PINEHURST LOT 607 A	80		AZALEA RD	21516	1930
LOT 501-503			AZALEA RD	25426	1905
LOT 403	105		AZALEA RD	26072	1915
WOMANS EXCHANGE			AZALEA RD	26417	ca. 1820
LOT 109 A		W	BARRETT DR	17321	V
LOT 109A	40		BARRETT RD	20020606	1954
PINEHURST LOT 110 A	20		BARRETT RD	21546	1951
Lot 317R	20	E	BARRETT RD	200700118	2008
LOT 110 A	30		BARRETT RD	18220	1969
BOXWOOD LOT 110	55		BARRETT RD	29504	1911
LOT 910	195		BARRETT RD	30737	1921
OLD TOWN LOT 912	175		BARRETT RD	21264	1976
OLDE TOWN LOT 913	165		BARRETT RD	22953	1985
OLDE TOWN LOT 914	155		BARRETT RD	25397	1985
#911	185		BARRETT RD	30738	1997
PINEHURST LOT 125	60	W	BARRETT RD	20201	1952
LOT 325 PART LOT 325 1/2	325		BARRETT RD	25560	1969
VILLAGE OF PINEHURST	25	E	BARRETT RD	24311	2006
CLOSED FERGUSON ROAD			BEAULAH HILL RD	991808	
LAND			BEULAH HILL RD	24972	
LAND			BEULAH HILL RD	24972	
111	405		BEULAH HILL RD	21566	1904
PINEHURST LOT 315	315		BEULAH HILL RD	15315	1920
LOT 424	275	N	BEULAH HILL RD	15485	1921
#410 & #425 & PT #424 OLD TOWN	225		BEULAH HILL RD	15571	1910
PINEHURST LOTS 406 429 1/2 ROAD	40		BEULAH HILL RD	20183	1914
PINEHURST LOT 405			BEULAH HILL RD	24434	1927
CASA BLANCA LOT 411	250		BEULAH HILL RD	30346	1930
PINEHURST LOT 432	100		BEULAH HILL RD	16718	1928
RACE TRACK & 12 BARNS	200		BEULAH HILL RD	29515	1910
PINEHURST LOT 348	55		BEULAH HILL RD	20360	1981
349			BEULAH HILL RD	14389	V
PINEHURST PART LOT 122	455		BEULAH HILL RD	14457	1948
PINEHURST LOT 347			BEULAH HILL RD	21830	V
PINEHURST LOT 328			BEULAH HILL RD	29736	V
407			BEULAH HILL RD	27923	V
PINEHURST LOT 423	290		BEULAH HILL RD N	15603	1974
#346	15		BEULAH HILL RD N	15557	1976
PINEHURST LOT 334	65		BLUE RD	26404	1925
PINEHURST LOT 309	60		BLUE RD	18891	1909
PINEHURST LOT 310	45		BLUE RD	23006	1929
204	115		BLUE RD	17401	1956
LOT PART 238 PINEHURST	135		BLUE RD	22167	1984
GLASS LAND	10		BOARD BRANCH RD	14470	1928
GLASS LOT 3	30		BOARD BRANCH RD	29904	1920
GLASS LOT 2	20		BOARD BRANCH RD	16491	1930
HSE & LOT PHST			BOARD BRANCH RD	20088	V
GRAHAM LAND			BROOKHAVEN	20000503	
VILLAGE OF PINEHURST LOT 393	70		CADDELL RD	17522	1936
PINEHURST LOT 940	60		CADDELL RD	18237	1928
PINEHURST LOT 941	50		CADDELL RD	21278	1920
942	40		CADDELL RD	22504	1916
PINEHURST LOT 943	30		CADDELL RD	23675	1921
CADDELL RD LOT 944	20		CADDELL RD	28353	1900
PINEHURST LOT 945	10		CADDELL RD	14944	1915
PINEHURST LOT 3041	25		CAMPBELL RD	17326	1971
PINEHURST LOT 3039	15		CAMPBELL RD	20783	2003
LOT 3043	45		CAMPBELL RD	17327	1993

Property Description	Street #	Dir	Property Address	LRK	Year Built
PINEHURST LOT 4003	20		CAMPBELL RD	96000582	2000
#4005	30		CAMPBELL RD	21651	1974
OLD TOWN PINEHURST LOT 4007	40		CAMPBELL RD	28144	1979
PINEHURST LOT 3037	5		CAMPBELL RD	24173	1963
OLD TOWN LOT 4009			CAMPBELL RD	28142	V
PINEHURST LOT 708	65		CAROLINA VISTA	17274	1895
PINEHURST PART LOT 402 PART 433	45		CAROLINA VISTA	23373	1920
PINEHURST OLD TOWN LOT 433 PART LOT 402	35		CAROLINA VISTA	17573	1915
298 301 302	15		CAROLINA VISTA	29473	1920
PINEHURST HOTEL AREA 31	80		CAROLINA VISTA	25808	1900
LOT 300 PART LOT 301	5		CAROLINA VISTA	23540	1930
CAROLINA VISTA/CHEROKEE			CAROLINA VISTA	29679	V
PINEHURST LOT 606	55		CHEROKEE RD	21051	1894
HONEYSUCKLE COTTAGE 605	65		CHEROKEE RD	14110	1900
#604 OLD TOWN	75		CHEROKEE RD	17726	1895
LEONARD TUFTS LAND LOT 603	85		CHEROKEE RD	15815	1895
LOT PART 506 & SM PART LOT 507	80		CHEROKEE RD	26645	1981
#504 & 505 & BLDG	60	E	CHEROKEE RD	22043	1896
			CHEROKEE RD	22241	1922
LOT 506 PART LOT 507	86		CHEROKEE RD	29201	
#602	95		CHEROKEE RD	29526	1934
HOLLY INN LAND	155		CHEROKEE RD	14105	1895
EVERETTE LAND	161		CHEROKEE RD	20144	1976
PINEHURST LOT 1807	165		CHEROKEE RD	22507	1896
#1808	175		CHEROKEE RD	30736	1930
1809	185		CHEROKEE RD	14739	1895
1810	205		CHEROKEE RD	16179	1917
CHEROKEE RD LOT 2002	200		CHEROKEE RD	17862	1930
ELM COTTAGE LOT 2001	220		CHEROKEE RD	28797	1920
LOT 1901 PART LOT 1903	170		CHEROKEE RD	24233	1900
OLD TOWN PART LOT 1903	160		CHEROKEE RD	24565	1920
#1721	280		CHEROKEE RD	18551	1930
1720	260		CHEROKEE RD	23557	1928
CHEROKEE RD LOT 1705 PT SPUR RD	255		CHEROKEE RD	22902	1953
PINEHURST LOT 906	135		CHINQUAPIN RD	22679	1920
PINEHURST LOT 907	125		CHINQUAPIN RD	18838	1919
908 & 909	115		CHINQUAPIN RD	14102	1920
LOT 601-B NCNB			CHINQUAPIN RD	15510	1914
FRANKLIN FLATS LOT 601 A			CHINQUAPIN RD	18375	1897
LOT PART 611 SE CORNER	140		CHINQUAPIN RD	30476	1950
PINEHURST PART LOT 611			CHINQUAPIN RD	26468	1930
LOT PART 801	19		CHINQUAPIN RD	29678	1985
BANK BLDG	15		CHINQUAPIN RD	15942	1921
SCOTFIELD PART LOT 802	10		CHINQUAPIN RD	18997	1914
LOT 803 & GEN OFFICE	5		CHINQUAPIN RD	24677	1896
HARVARD PART LOT 801	25		CHINQUAPIN RD	24850	1901
PINEHURST LOT 1506	80		COMMUNITY RD	26431	1916
PINEHURST LOT 1105	25		COMMUNITY RD	24636	1920
OLD TOWN PART LOT 1104	35		COMMUNITY RD	24851	1920
COMMUNITY ROAD	45		COMMUNITY RD	24845	1934
OLD TOWN LOT 1102	55		COMMUNITY RD	29673	1916
PINEHURST LOT 1009	20		COMMUNITY RD	22778	1920
PINEHURST LOT 1010	85		COMMUNITY RD	23041	1920
PINEHURST LOT 1011	95		COMMUNITY RD	27987	1916
1303 1304 1305 PHST			COMMUNITY RD	24635	1910
PINEHURST LOT 1101 E	65		COMMUNITY RD	29010	2000
PINEHURST LOT 1306			COMMUNITY RD	24633	
2723	2		CRAIG RD	28355	1992
LOT 2637	25		CRAIG RD	20110358	2013
	45		CRAIG RD	20110356	2016
LOT 318 PART LOT 319	40		CULDEE RD	26247	1920
LOT 413 421			CULDEE RD	26358	1927
PINEHURST LOT 350	50		CULDEE RD	24025	1976
3044	75		DALRYMPLE DR	16639	1975; 2005

Property Description	Street #	Dir	Property Address	LRK	Year Built
UNIT 7 LOT 3048	40		DALRYMPLE RD	30672	1996
LOT 3047 UNIT 7 PH I	50		DALRYMPLE RD	95000720	1997
#3046	60		DALRYMPLE RD	26729	1989
#3045 & HOME	80		DALRYMPLE RD	19993	1979
PINEHURST LOT 3049 UNIT 7	30		DALRYMPLE RD	28569	1975
OLD TOWN LOT 3051	10		DALRYMPLE RD	21499	1975
PINEHURST LOT 3050	20		DALRYMPLE RD	19604	1979
PINEHURST LOT 805	15		DOGWOOD RD	25543	1895
PINEHURST PART LOT 805	25		DOGWOOD RD	19887	1895
PINEHURST LOT 806	35		DOGWOOD RD	14554	1915
REAR OF HOLLY INN			DOGWOOD RD	24634	V
LOT 62 UNIT 2 PH I	30		DONALD ROSS DR	27867	2015
2303 2304	40		DUNDEE RD	19908	1930
PINEHURST LOT 1208	15		DUNDEE RD	21063	1917
DUNDEE RD & 2408	210		DUNDEE RD	16322	1940
1202 1203	20		DUNDEE RD	18140	1930
1201	10		DUNDEE RD	15228	1930
LOT PART 6	210		DUNDEE RD	17854	1940
LOT PART 6	204		DUNDEE RD	17853	1945
DUNDEE RD LOT 5	200		DUNDEE RD	18822	1930
2724 2725	245		DUNDEE RD	16486	1926
PINEHURST ELEMENTARY	100		DUNDEE RD	24884	various
PINEHURST LOT 2437 2438	105		DUNDEE RD	17203	1949
DUNDEE LOT 2404	75		DUNDEE RD	19613	1910
#2434 - 2436	95		DUNDEE RD	26506	1925
#2534-2537	125		DUNDEE RD	18467	1952
DUNDEE LOT 31-33	320		DUNDEE RD	16656	1942
PT LOT 6	220		DUNDEE RD	13898	1925
PINEHURST LOT 2542-2545	145		DUNDEE RD	21108	1970
PINEHURST LOT 2402	81		DUNDEE RD	24385	1920
DUNDEE RD LOT 2403	65		DUNDEE RD	22510	1913
2801 2802	265		DUNDEE RD	22875	1935
DUNDEE RD LOT 2803 2804	275		DUNDEE RD	30210	1924
2538-2541 & HSE	135		DUNDEE RD	30215	1949
2401 & ALLEY	85		DUNDEE RD	29979	1930
5b	180		DUNDEE RD	20060648	2010
PT PLOT 6			DUNDEE RD	17841	V
PT PLOT 6	212		DUNDEE RD	17842	V
LOT PART 6	200		DUNDEE RD	17852	V
	155		DUNDEE RD	20110259	2010
	165		DUNDEE RD	20110260	2015
	175		DUNDEE RD	20110261	2011
2431-2433	85		DUNDEE RD	21614	2014
2439 2440 2441 2442	115		DUNDEE RD	21872	2008
2325 2326	50		DUNDEE RD	23105	2009
2327 2328			DUNDEE RD	23106	V
LOT 1005-1008 1014			DUNDEE RD	24680	
UNIT 7 LOT 2722			DUNDEE/CRAIG RD	16721	V
WEST PORTION LOT 1801	50		EVERETTE RD	18228	1950
PINEHURST LOT 1501	5		EVERETTE RD	16447	1915
PINEHURST LOT 1600	45		EVERETTE RD	22503	1930
PINEHURST LOT 1802	30		EVERETTE RD	26653	1895
1803	10		EVERETTE RD	15216	1895
1703	60		EVERETTE RD	17847	1951
SPUR RD CLOSING			EVERETTE RD	10002184	0
PINEHURST LOT 2313	105		EVERETTE RD	29859	1928
2208	150		EVERETTE RD	17810	1948
PINEHURST LOT 2905	205		EVERETTE RD	15861	1930
LOT 2906	215		EVERETTE RD	15658	1924
2908	245		EVERETTE RD	15860	1930
LOT PART 2911	275		EVERETTE RD	15856	1969
PINEHURST LOT 2221 PART LOT 2222	280		EVERETTE RD	28656	1955
LOT 2216	240		EVERETTE RD	25331	1960
2909	255		EVERETTE RD	30174	1956
LOT 2202	110		EVERETTE RD	17301	1956

Property Description	Street #	Dir	Property Address	LRK	Year Built
LOT PART 2210	170 A		EVERETTE RD	23548	1960
2214	200		EVERETTE RD	17064	1952
LOT 2218	260		EVERETTE RD	20398	1960
2907	225		EVERETTE RD	29974	1954
2902	165		EVERETTE RD	22240	1928
2204	130		EVERETTE RD	22531	1950
#2212	180		EVERETTE RD	17808	1955
PINEHURST LOT 2903	185		EVERETTE RD	22104	1961
PINEHURST LOT 2210A	170B		EVERETTE RD	19490	1960
EVERETTE RD LOT 2910	265		EVERETTE RD	30176	2004
EVERETTE ROAD LOT 2901	155		EVERETTE RD	24457	1983
#2913 2914	295		EVERETTE RD	22243	1989
#1704			EVERETTE RD	29482	V
2904			EVERETTE RD	15867	V
2203			EVERETTE RD	24264	V
PAGE PART LOT 2222			EVERETTE RD	21317	V
OLD TOWN LOT 2912			EVERETTE RD	22437	V
LOT B PART LOT 1701A & 1701B	54		EVERRETTE RD	10002186	1930
LOT 307 EXCEPT SMALL TRIANGULAR PT	45		FERGUSON RD	17757	1994
337	75		FERGUSON RD	20619	1967
PINEHURST LOT 200	85		FERGUSON RD	28276	1969
PINEHURST LOT 340	80		FERGUSON RD	17346	1970
PINEHURST LOT 306	40		FERGUSON RD	16182	1967
338	60		FERGUSON RD	14614	1974
1214	65/AB		FIELDS RD	17846	1940
COLE COTTAGE LOT 1213			FIELDS RD	17843	1940
PINEHURST LOT 1212	65		FIELDS RD	22068	1918
PINEHURST LOT 1211	75		FIELDS RD	14177	1950
PINEHURST LOT 1210	85		FIELDS RD	22750	1920
PINEHURST LOT 2311	60		FIELDS RD	15825	1925
CLOSED ALLEY			FIELDS RD	18169	
2301 2302	120		FIELDS RD	18641	1923
LOT 1206 1209 PART LOT 1205	105		FIELDS RD	28199	1920
2307 2308	80		FIELDS RD	16807	1924
LOT 2310	70		FIELDS RD	20050738	1953
LOT 2201	20		FIELDS RD	28198	1955
LOT 2207	10		FIELDS RD	22671	1962
CHEROKEE RD LOT 1706	265		FIELDS RD	29479	1954
LOT 1204 PART LOT 1205	115		FIELDS RD	18050	1997
LOT PART 1705			FIELDS RD	29483	V
2309	76		FIELDS RD	18170	2006
PINEHURST LOT 2305 2306			FIELDS RD	20116	V
OLD TOWN SEC LOT 127	165		FRYE RD	16685	1923
SHADOW LAWN	170		FRYE RD	17976	1929
PINEHURST LOT 107	150		FRYE RD	20217	1930
SW CORN FRYE/MCD RD	180		FRYE RD	16523	1965
319	55		GRAHAM RD	28912	1928
451	35		GRAHAM RD	27826	1979
OLD TOWN LOT 351	65		GRAHAM RD	15507	1986
OLD TOWN LOT 221 221 A	115		GRAHAM RD	20107	1999
OLD TOWN LOT 450	15		GRAHAM RD	23712	2000
222			GRAHAM RD	20108	V
#2405			KELLY RD	16321	
LAND & BLDGS	125		KELLY/EVERETTE RD	24664	VARIOUS
PINEHURST LOT 2319	35		KELLY RD	98000236	1943
2321 & 2322 PHST	55		KELLY RD	25587	1922
CAMPBELL LOT 2320	45		KELLY RD	17845	1930
2323 2324	65		KELLY RD	25588	1995
#2443 2444 2445 2446 PHST KELLY ROAD	100		KELLY RD	22511	1940
2447-2450	125		KELLY RD	14377	1950
DEATON LD LOT 2451-2454	135		KELLY RD	21112	1950
OLD TOWN PART LOT 18	142		KELLY RD	24268	1970
LOT 2209	5		KELLY RD	26603	1954
LOT C D E	220		KELLY RD	19459	
LOT 2422	235		KELLY RD	20030320	2006

Property Description	Street #	Dir	Property Address	LRK	Year Built
LOT 2424	215		KELLY RD	20030322	2006
2406 2407			KELLY RD	18470	V
LOT 2423	225		KELLY RD	20030321	2005
PINEHURST LOT 2003	70		LAUREL RD	20262	1896
#2007	30		LAUREL RD	23689	1917
OLD TOWNE PART LOT 2006	40		LAUREL RD	26478	1987
PINEHURST LOT 2004 2005	60		LAUREL RD	22729	1940
1916 1915	15		LAUREL RD	21139	1985
1917	25		LAUREL RD	24301	1967
PINEHURST LOT 1918	35		LAUREL RD	30715	1971
PINEHURST LOT 1919	45		LAUREL RD	17474	1916
PINEHURST LOT 1920	55		LAUREL RD	24002	1976
LOT 4 UNIT 2 PH I	240		LINDED RD	14564	1978
PINEHURST & HOUSE			LINDEN RD	25727	1935
LINDEN ROAD	195		LINDEN RD	25604	1935
LINDEN RD LOT 105 105 1/2	110		LINDEN RD	30550	1955
LINDEN RD LOT 237	90		LINDEN RD	14733	1940
PINEHURST LOT 206	75		LINDEN RD	28286	1930
332	55		LINDEN RD	24242	1917
PINEHURST LOT 312	60		LINDEN RD	28883	1920
PINEHURST LOT 426	25		LINDEN RD	23691	1911
PINEHURST LOT 409	5		LINDEN RD	22463	1916
LINDEN ROAD			LINDEN RD	17403	V
LOT 128 A	165		LINDEN RD	26067	1951
LOT PART 128	125		LINDEN RD	15581	1929
PINEHURST LOT 133	190		LINDEN RD	28702	1958
132	180		LINDEN RD	27981	1959
LOT 130	150		LINDEN RD	26265	1955
LINDEN RD LOT 131	170		LINDEN RD	20404	1950
LOT 6 UNIT 2 PH I	200		LINDEN RD	26259	2003
LOT 63 UNIT 2 PH I	225		LINDEN RD	27871	1983
LOT 64 UNIT 2 PH I	205		LINDEN RD	25605	2002
LOT 2 UNIT 2 PH I	280		LINDEN RD	27982	1984
LOT 5 UNIT PH I	220		LINDEN RD	17113	1985
LOT 3 UNIT 2 PH I	260		LINDEN RD	29443	1980
LINDEN & BLDGS	455		LINDEN RD	20914	V
WARING LAND	605		LINDEN RD	14432	1972
LOT 33 UNIT 2 PH I	285		LINDEN RD	22441	1974
LOT 34 UNIT 2 PH I	275		LINDEN RD	18947	1989
LOT 32 UNIT 2 PH I	305		LINDEN RD	17348	1983
LOT 31 UNIT 2 PH I	315		LINDEN RD	17061	1983
WARING	700		LINDEN RD	29363	1968
WHALEN-HAYES LOT 1	400		LINDEN RD	20010415	1922
LINDEN ROAD	510		LINDEN RD	29240	1992
LOT 1 UNIT 2 PH I	300		LINDEN RD	15401	1993
WHALEN-HAYES LOT 2	350		LINDEN RD	20030047	2003
LINDEN ROAD	500		LINDEN RD	29276	1927
HOUSE; LINDEN ROAD	600		LINDEN RD	16367	1910
WARING LAND	615		LINDEN RD	15155	1920
WARING ROAD	698		LINDEN RD	24552	1901
LOT 30 UNIT 2 PH I	325		LINDEN RD	21127	2015
LOT 29 UNIT 2 PH I			LINDEN RD	21128	V
OLD TOWN LOT 408 PH 1			LINDEN RD	22225	V
#946 & 947	225		MAGNOLIA RD	28975	1930
PINEHURST LOT 948	245		MAGNOLIA RD	26036	1920
PINEHURST LOT 949	255		MAGNOLIA RD	26713	1920
LOT 950			MAGNOLIA RD	30595	1929
LOT 951			MAGNOLIA RD	30596	V
POWER PLANT LOT 1110	300		MAGNOLIA RD	25797	1895
PINEHURST LOT 1106	1106		MAGNOLIA RD	24847	1923
PINEHURST LOT 901	105		MAGNOLIA RD	23821	1899
CEDAR TREE PART LOT 902			MAGNOLIA RD	96000693	V
LOT PART 902	115		MAGNOLIA RD	27863	1896
LOT 903	125		MAGNOLIA RD	20167	1918
PINEHURST LOT 904	135		MAGNOLIA RD	22768	1917

Property Description	Street #	Dir	Property Address	LRK	Year Built
PINEHURST PART LOT 905	145		MAGNOLIA RD	29371	1970
LOT 807	140		MAGNOLIA RD	28973	1960
LOT PART 807 808	130		MAGNOLIA RD	15161	1896
PINEHURST LOT 809	120		MAGNOLIA RD	26600	1910
LOT 704 PART LOT 703	25		MAGNOLIA RD	24116	1981
LOT 703	35		MAGNOLIA RD	23877	1950
PINEHURST LOT 702	45		MAGNOLIA RD	17729	1895
PINEHURST LOT 701	65		MAGNOLIA RD	25544	1904
610	60		MAGNOLIA RD	25320	1895
OLD TOWNE PINEHURST LOT 609	50		MAGNOLIA RD	28191	1900
608 COSA UCCA COTT	40		MAGNOLIA RD	18996	1900
PINEHURST PART LOT 607	20		MAGNOLIA RD	25931	1941
PINEHURST LOT 2607 B	10		MAGNOLIA RD	19352	1920
PINEHURST PART LOT 810			MAGNOLIA RD	30500	1985
LOT 11 952			MAGNOLIA RD	24678	V
WELL LOT W 8		S	MAGNOLIA/POWER PLANT RD	26001	
NEAR WATER TANKS			MAGNOLIA RD	10001345	
LOT PART 905			MAGNOLIA RD	96000589	V
GROUND STORAGE FACILITIES	105	S	MAGNOLIA/POWER PLANT RD	26002	
#10 LOT 953			MAGNOLIA RD	24679	V
LOT PART 403 403 PINEHURST			MAGNOLIA RD	16717	V
LOT 954 PART LOT 953			MAGNOLIA RD	18464	
CLUB HOUSE & TENNIS			MAIN CLUBHOUSE	25800	1922
1510	15		MAPLE RD	22535	1890
OLD TOWN LOT 1509	25		MAPLE RD	26179	1930
PINEHURST LOT 1507 1508	35		MAPLE RD	28255	1921
LOT 1604 A	80		MAPLE RD	15168	1970
PINEHURST LOT 1604	70		MAPLE RD	18218	1922
1603	50		MAPLE RD	25674	1922
EVERETT-MAPLE LAND			MAPLE RD	29683	V
PINEHURST LOT 801	70		MARKET SQUARE	25684	1918
FULLER BLDG LOT 810	100		MARKET SQUARE	13930	1922
OLD TOWN LOT 804	1		MARKET SQUARE	18601	1922
LOT PART 804	10		MARKET SQUARE	22065	1922
LAND MCCASKILL ROAD	270		MCCASKILL RD	29545	1960
STABLE LOT 12			MCCASKILL RD	23984	V
VILLAGE LANE LOT 16	230		MCCASKILL RD	28651	V
LOT PART 205	115		MCCASKILL RD	22755	1920
PINEHURST LOT 205	125		MCCASKILL RD	17071	1920
OLD TOWN LOT 208	55	W	MCCASKILL RD	26635	1917
LOT 207	75		MCCASKILL RD	25750	1929
PINEHURST LOT 209	45		MCCASKILL RD	22131	1925
PINEHURST LOT 210	25		MCCASKILL RD	22995	1925
LOT 210 A 210 B	15		MCCASKILL RD	28722	1904
PINEHURST LOT 329	30		MCCASKILL RD	28127	1925
PINEHURST LOT 330	40		MCCASKILL RD	26264	1925
LOT 331 WITH BUILDING	50		MCCASKILL RD	29115	1919
PINEHURST LOT 333	80	W	MCCASKILL RD	18981	1960
PINEHURST PART LOT 308 A 335	170		MCCASKILL RD	15303	1918
LOT 212 A	5		MCCASKILL RD	14749	1924
LOT 212 B	15	E	MCCASKILL RD	26257	1947
PINEHURST LOT 212 C	25		MCCASKILL RD	14540	1950
SMITH LOT 213	55	E	MCCASKILL RD	17756	1925
LOT 213 B & 20FT STRIP	65		MCCASKILL RD	16017	1925
326	10	E	MCCASKILL RD	15336	1910
LAUNDRY			MCCASKILL RD	20218	V
LOT PART 215 214 220 & DRIVEWAY	77	E	MCCASKILL RD	13988	1920
PINEHURST LOT 208	65		MCCASKILL RD	19466	1926
PINEHURST ST LOT 202	165	W	MCCASKILL RD	15264	1965
LOT PART 308 A 336	190	W	MCCASKILL RD	27864	1980
MCCASKILL ROAD	270	E	MCCASKILL RD	30253	1990
VILLAGE OF PINEHURST	500	E	MCCASKILL RD	29685	1920; 1990

Property Description	Street #	Dir	Property Address	LRK	Year Built
LOT 10 & ADD OLD TOWN SEC	210	E	MCCASKILL RD	24237	1910
USCO LAND	300	E	MCCASKILL RD	20020106	1980
RESCUE BUILDING	250	E	MCCASKILL RD	24967	1980
USCO LAND	300	E	MCCASKILL RD	29543	
LOT 11	200	E	MCCASKILL RD	23982	1930
HOGG LOT 219	85	E	MCCASKILL RD	16184	1967
LOT PART 325 325 1/2	90	E	MCCASKILL RD	19015	1970
LOT 214 A PART LOT 214 B	75		MCCASKILL RD	13907	1967
VILLAGE LANE LOT 15	220		MCCASKILL RD	28650	1999
PINEHURST LOT 324	110		MCCASKILL RD	19473	1997
LOT 215 C	77	E	MCCASKILL RD	20105	1968
OLD TOWN LOT 323	120		MCCASKILL RD	17056	2003
VILLAGE LANE LOT 17	240	E	MCCASKILL RD	28652	1998
PINEHURST PART LOT 211	5		MCCASKILL RD	13981	1995
OLD TOWN LOT 109 110			MCCASKILL RD	24846	V
MCCASK-GRAHAM LOT 219 A			MCCASKILL RD	13990	V
RESTAURANT	200		MCCASKILL RD E	22556	1990
PINEHURST LOT 126	40		MCDONALD RD	20562	1920
LOT 127 A	50		MCDONALD RD	16855	1900
PINEHURST LOT 122	10		MCDONALD RD	14501	1966
PINEHURST LOT 123	20		MCDONALD RD	19967	1954
PINEHURST LOT 124	30		MCDONALD RD	18847	1965
7 8 9	10		MCFARLAND RD	17856	1939
34 35	5		MCFARLAND RD	17857	2017
WIGGS LOT 17-18	40		MCFARLAND RD	18150	1948
WIGGS LOT 12 13 PART LOT 14	30		MCFARLAND RD	29259	1939
PINEHURST LOT 28-30	25		MCFARLAND RD	22711	1969
PINEHURST LOT 23-25	380		MCFARLAND RD	19366	1975
LOT 15 16 EAST PART LOT 14			MCFARLAND RD	30179	2005
WIGG SUBD LOT 19			MCFARLAND RD	20020391	V
10 11			MCFARLAND RD	17855	V
PINEHURST LOT 26 27	35		MCFARLAND RD	22712	2010
LOT PART 18	142		MCINTYRE RD	21111	1970
LOT 13	5		MCINTYRE RD	20793	1940
16	35		MCINTYRE RD	23107	1960
PINEHURST LOT 14	15		MCINTYRE RD	21711	1970
LOT 17 & BLDGS	45		MCINTYRE RD	14544	1966
#2631	140		MCINTYRE RD	15414	1995
PINEHURST LOT 2425	85		MCINTYRE RD	18482	1966
PINEHURST LOT 2430	95		MCINTYRE RD	21172	1964
15			MCINTYRE RD	23108	V
LOT F PART LOT 18			MCINTYRE RD	29690	V
MCKENZIE LAND	5		MCKENZIE RD	15645	1958
PINEHURST LOT 108	95	W	MCKENZIE RD	27955	1920
LOT 108 A	97		MCKENZIE RD	21446	1988
OLD TOWN LOT 108 B	91		MCKENZIE RD	20224	1920
LOT 106 PART LOT 107	105		MCKENZIE RD	13931	1927
PINEHURST LOT 238 PART LOT 237	140		MCKENZIE RD	18265	1928
LOT 236 PART LOT 235	100		MCKENZIE RD	19329	1918
PINEHURST PART LOT 235	90		MCKENZIE RD	15116	1969
LOT 215 B PART LOT 216 A B 215 A	70	E	MCKENZIE RD	27891	1930
PINEHURST LOT 201	240		MCKENZIE RD	20834	1969
MCKENZIE LOT 241	220	W	MCKENZIE RD	13979	1976
344	275		MCKENZIE RD	30124	1972
PINEHURST LOT 345	285		MCKENZIE RD	21965	1971
LOT 217 A	40	E	MCKENZIE RD	20000550	1993
LOT 218	20	E	MCKENZIE RD	28321	1998
239 240			MCKENZIE RD	17400	1966
PINEHURST PART LOT 215 A			MCKENZIE RD	95000794	V
343			MCKENZIE RD	14391	V
LOT 217 B	44	E	MCKENZIE RD	24541	2015
MCKENZIE-MCCASKILL LAND			MCKENZIE/MASCASKI	29684	
LOT PART 411 412	15		MCLEAN RD	24663	1960
ELEVATED STORAGE FACILITIES LOT 1	25		MCLEAN RD	25984	
LOT 915 & BLDG	100		MCLEAN RD	23003	1925

Property Description	Street #	Dir	Property Address	LRK	Year Built
VILLAGE LANE LOT 13 R	110	N	MCLEAN RD	20143	1989
WHITE PINE LOT 417 PT 416 418	95		MCLEAN RD	24008	1970
PINEHURST HERITAGE LOT 414R	45		MCLEAN RD	18992	2011
Newly created lot from above entry	65		MCLEAN RD	24008	2011
LOT 31 WATER TANKS - WELLS	30		MCLEAN RD	25971	
2230	55		MCLEOD RD	21974	1979
UNIT 7 LOT 2234	15		MCLEOD RD	21632	1988
PINEHURST LOT 2238	10		MCLEOD RD	23674	1977
PINEHURST LOT 2235	5		MCLEOD RD	26593	1979
PINEHURST LOT 2228	85		MCLEOD RD	14752	1985
LOT 2233	25		MCLEOD RD	14735	1988
LOT 2229 UNIT 7			MCLEOD RD	21973	V
#2231	45		MCLEOD RD	21975	2013
2237	20		MCLEOD RD	18242	2017
LOT 2232 UNIT 7			MCLEOD RD	25725	V
PINEHURST LOT 2557	40		MEDLIN RD	18472	1943
2546-2548 1/2 2549	10		MEDLIN RD	18534	1949
DUNDEE RD LOT 2455-2457	15		MEDLIN RD	30006	1928
2458-2462 & HOUSE	25		MEDLIN RD	30125	1960
PINEHURST LOT 2525	80		MEDLIN RD	21345	1965
LOT 2553-2556 INC	30		MEDLIN RD	23802	1935
PINEHURST LOT 2526	80		MEDLIN RD	20000551	1965
PINEHURST LOT 2463 2464	35		MEDLIN RD	19034	1971
2550-2552 1/2 2549	20		MEDLIN RD	28752	1952
2429	105		MEDLIN RD	15753	2016
LOT 2524	110		MEDLIN RD	15754	2016
LOT 2523	120		MEDLIN RD	20030328	2016
LOT 2427	125		MEDLIN RD	20030324	2016
LOT 2428	115		MEDLIN RD	20030325	2016
LOT 2522	130		MEDLIN RD	20030327	2016
#2465 & #2466 DUNDEE RD			MEDLIN RD	22244	
LOT 1722 & PART SPUR RD CLOSING	10		MIDLAND RD	15913	2008
PINEHURST LOT 2206	55		MIDLAND RD	23016	1920
PINEHURST LOT A 1 A 2 & BLDG	60		MIDLAND RD	21130	1930
MIDLAND RD LOT B	70		MIDLAND RD	18873	1930
LOT C D	80		MIDLAND RD	19276	2005
MIDLAND RD LOT 90	90		MIDLAND RD	26098	1929
MIDLAND RD	100		MIDLAND RD	16765	1930
1 LOT MIDLAND RD	120		MIDLAND RD	14213	1925
OLD TOWN LOT H	130		MIDLAND RD	15323	1977
PINEHURST LOT A 3074	150		MIDLAND RD	28977	1930
MIDLAND RD LOT 190	190		MIDLAND RD	15636	1930
PINEHURST LOT J	200		MIDLAND RD	24094	1920
MIDLAND RD LOT 3076 & CLOSED RD	220		MIDLAND RD	15530	1929
MIDLAND RD LOT 3077	230		MIDLAND RD	16936	1960
OLD TOWNE LOT 3079	250		MIDLAND RD	20040361	1927
MIDLAND RD LOT 3080	270		MIDLAND RD	20373	1929
MIDLAND RD LOT 3032	175		MIDLAND RD	20024	1948
4001 4002	225		MIDLAND RD	25313	1950
PINEHURST LOT 3026	125		MIDLAND RD	22794	1952
MIDLAND DR LOT 3034	195		MIDLAND RD	16540	1953
LOT 3030	155		MIDLAND RD	21480	1950
PINEHURST LOT 2205	75		MIDLAND RD	29568	1963
3027 3028	135		MIDLAND RD	30634	1955
OLD TOWNE LOT 3025	115		MIDLAND RD	25823	1958
PINEHURST LOT 4010	275		MIDLAND RD	16289	1964
#4006 & 4008 PINEHURST	265		MIDLAND RD	17446	1963
PINEHURST LOT 4004	235		MIDLAND RD	21869	1955
PINEHURST LOT 3052	300		MIDLAND RD	21500	1992
CLOSED ROAD			MIDLAND RD	10002190	
MIDLAND RD 3078	240		MIDLAND RD	26367	2001
PINEHURST LOT 4011			MIDLAND RD	16288	V
			MIDLAND RD	991073	V
LOT 3053			MIDLAND RD	21497	V
LOT 3054			MIDLAND RD	21498	V

Property Description	Street #	Dir	Property Address	LRK	Year Built
GOLF MAINTENANCE SHOP			MORGANTON RD	25807	1975
3099	15		MUSTER BRANCH RD	17750	1920
MUNSTER BR LOT 3100	25		MUSTER BRANCH RD	21401	1921
PINEHURST # 7 GC LOT 15 PH I A	20		MUSTER BRANCH RD	24154	1992
WELL LOT W 9			MUSTER BRANCH RD	25990	
WELL LOT W 3			NC 5	26000	
WELL LOT W 1			NC 5	25999	
WELL SITE LOT 14			OFF BEULAH HILL RD S	87000262	V
WELL LOT W 4			OFF RIDGEWOOD RD	25982	
LOT ADJ 4 & SMALL POND			OFF US 15/501	24970	V
LOT 1307 B	55		ORANGE RD	24034	1921
PINE LODGE LOT 1307 A	45		ORANGE RD	24009	1908
PINEHURST LOT 1308	35		ORANGE RD	28352	1914
PINEHURST LOT 1505	50		ORANGE RD	30102	1950
PINEHURST LOT 1504	40		ORANGE RD	28196	1922
PINEHURST LOT 1503	30		ORANGE RD	16437	1930
1502	20		ORANGE RD	17848	2005
WIGGS DIV LOT 5	169		PAGE RD	30584	2005
2219	55		PAGE RD	24469	1979
2236	135		PAGE RD	29830	1976
2220	65		PAGE RD	29983	1978
PINEHURST LOT 2239	155		PAGE RD	26592	1989
2217	45		PAGE RD	25761	1977
PAGE RD LOT 2211	15		PAGE RD	22524	1979
OLD TOWN LOT 3029	70		PAGE RD	21628	1986
PINEHURST LOT 3031	80		PAGE RD	24030	1979
PINEHURST LOT 3038	140		PAGE RD	20782	1969
LOT 3040	150		PAGE RD	22866	1980
WIGGS DIV LOT 6 PART LOT 5	165		PAGE RD	15156	1962
WIGGS DIV LOT 4	175		PAGE RD	28009	1952
PAGE LAND LOT 2215			PAGE RD	28143	V
PART LOT 3042			PAGE RD	22865	V
LOT PART 3042 NORTH			PAGE RD	16199	V
PAGE LOT 2213	25		PAGE RD	18221	2008
WIGGS LOT 2			PAGE RD	23472	V
WIGGS LOT 3			PAGE RD	23477	V
LOT 1600 A	180		PALMETTO RD	16362	1910
BRITTANY TWNH COMMON AREA			PALMETTO RD	15388	1975
OLD VILLAGE SEC LOT 1701 A	170		PALMETTO RD	21141	1922
PINEHURST LOT 2103 2104	120		PALMETTO RD	26128	1922
PINEHURST LOT 2021	115		PALMETTO RD	19202	1940
PINEHURST ST LOT 2020	105		PALMETTO RD	24358	1928
LOT 2019 PART 2020 2006 PINEHURST	95		PALMETTO RD	16368	1920
PINEHURST LOT 1914	55		PALMETTO RD	17735	1970
BLK B LOT 1702 PART LOT 1701	160		PALMETTO RD	14106	1895
WELL SITE LOT 5			PALMETTO RD	25946	
OLD TOWN LOT 1801 TRACT 2			PALMETTO RD	18777	V
COURSE NO 1			PINEHURST #1	25805	
COURSE NO 2			PINEHURST #2	25799	
COURSE NO 3			PINEHURST #3	25803	
COURSE NO 4			PINEHURST #4	25802	
LOT 1101 D	15		POWER PLANT RD	22338	1940
LOT 23 & BLDG	23		RATTLESNAKE TR	22783	1969
OLD TOWN LOT 24	24		RATTLESNAKE TR	21712	1980
LOT 22 & BLDG	22		RATTLESNAKE TR	29689	1990
#2350-2365	105		RATTLESNAKE TR	26062	
LOT 2366	135		RATTLESNAKE TR	19717	1927
#25	20		RATTLESNAKE TR	23983	V
LOT 2366 ADJ			RATTLESNAKE TR	19713	V
LOT 2426	100		RATTLESNAKE TR	20030326	2015
#714			RITTER RD	25850	1928
LOT 713 PART LOT 712	90	E	RITTER RD	30637	1920
PINEHURST LOT 711 PART LOT 712	80	E	RITTER RD	15371	1911
PINEHURST LOT 709 710	70		RITTER RD	16488	1911
LOT 303	20		RITTER RD	14388	1955

Property Description	Street #	Dir	Property Address	LRK	Year Built
PINEHURST LOT 339	65		RITTER RD	29991	1970
PINEHURST LOT 342	80		RITTER RD	18712	1970
LOT PART 351	60		RITTER RD	23114	1972
341	75		RITTER RD	16064	1991
PINEHURST PART LOT 350	40		RITTER RD	15717	1985
PINEHURST LOT 431	15		RITTER RD	24433	1995
RITTER-SHAW LAND			RITTER RD	29680	V
PINEHURST LOT 311 W/BLDG	311		SHAW RD	24844	1922
LOT 313	313		SHAW RD	26480	1908
PINEHURST LOT 314	25	NW	SHAW RD	23713	1916
OLD TOWN LOT 427	20		SHAW RD	22224	1917
THORTON MCDONALD LOT 428	20		SHAW RD	19311	1919
PINEHURST LOT 430	60		SHAW RD	24432	1955
LOT 316 317 327	5	NE	SHAW RD	22361	1919
PINEHURST LOT 422	20		SHAW RD	18261	1966
LOT 401 & BLDG			SHAW RD	19308	1906
CLOSED FERGUSON ROAD			SHAW RD	991810	
PINEHURST LOT 304 305	75		SHAW RD SW	21152	1930
LOT 308 B PART LOT 307	45		SHAW RD SW	17464	1962
PINEHURST LOT 3033	25		SHORT RD	20972	1965
PINEHURST LOT 3035	15		SHORT RD	14132	1959
PINEHURST LOT 3036	30		SHORT RD	20992	1964
2224	50		SHORT RD	15914	2003
SHORT ROAD LOT 100 X 170	105		SHORT RD	15637	1923
SHORT ROAD	120		SHORT RD	20049	1915
PINEHURST PART LOT 8	80		SHORT RD	14888	1925
7	110		SHORT RD	17849	1927
SHORT ROAD	115		SHORT RD	16223	1957
FARM LOT & PART 2913 2914	85A		SHORT RD	17850	1922
2223	35		SHORT RD	21315	1958
SHORT RD LOT 8	130		SHORT RD	27935	1950
PINEHURST LOT 8	100		SHORT RD	21316	1926
SWARINGEN LAND	110		SHORT RD	21823	1927
HOUSE	125		SHORT RD	30211	1923
OLD TOWN LOT 2226	60		SHORT RD	29580	1974
SHORT RD LOT 2227			SHORT RD	14889	V
PINEHURST LOT 2225			SHORT RD	16726	V
LOT 1012	10		SPUR RD	20230	1933
PINEHURST LOT 1013	20		SPUR RD	13897	1925
SPUR RD CLOSING			SPUR RD	10002189	
WORLD GOLF HALL OF FAME OFFICE			TRAFFIC CR	30534	V
ADG WORLD GOLF HALL			US 15/501	24689	V
LIBRARY			VILLAGE GREEN	99000481	1964
LIBRARY			VILLAGE GREEN	99000482	1964
PART LOT 1904 & BLDG & 3350 S/F OF 1903 OLD TOWN	100	E	VILLAGE GREEN	26529	1900
VILLAGE GREEN LOT 1905 PART 1904	90	E	VILLAGE GREEN	27899	1905
PINEHURST LOT 1906	80	E	VILLAGE GREEN	18280	1911
#1907 1908 1909	60	E	VILLAGE GREEN	22544	1911
PINEHURST LOT 1910	50	E	VILLAGE GREEN	20098	1920
VILLAGE GREEN LOT 1911 A	40	E	VILLAGE GREEN	30068	1915
PINEHURST LOT 1912	10	E	VILLAGE GREEN	17239	1920
VILLAGE GREEN LOT 1911 B	35	E	VILLAGE GREEN	10001623	1996
VILLAGE GREEN			VILLAGE GREEN E	29682	1895
VILLAGE GREEN	10		AZALEA RD	29674	1924
LOT A 1913 1/2 LOT 1921	10		VILLAGE GREEN RD	24527	1912
LOT 1922 PART LOT 1923 1921	20		VILLAGE GREEN RD	26332	1910
LOT 1924 PART LOT 1923	30		VILLAGE GREEN RD	22283	1930
VILLAGE LANE LOT 7	7		VILLAGE LN	15379	1995
VILLAGE LANE LOT 11	11		VILLAGE LN	28648	2001
VILLAGE LANE LOT 8	8		VILLAGE LN	15879	1997
VILLAGE LANE LOT 9	9		VILLAGE LN	14058	2001
VILLAGE LANE LOT 12	12		VILLAGE LN	16732	1987
VILLAGE LANE LOT 3	3		VILLAGE LN	28602	1990
VILLAGE LANE LOT 10	10		VILLAGE LN	28603	1990

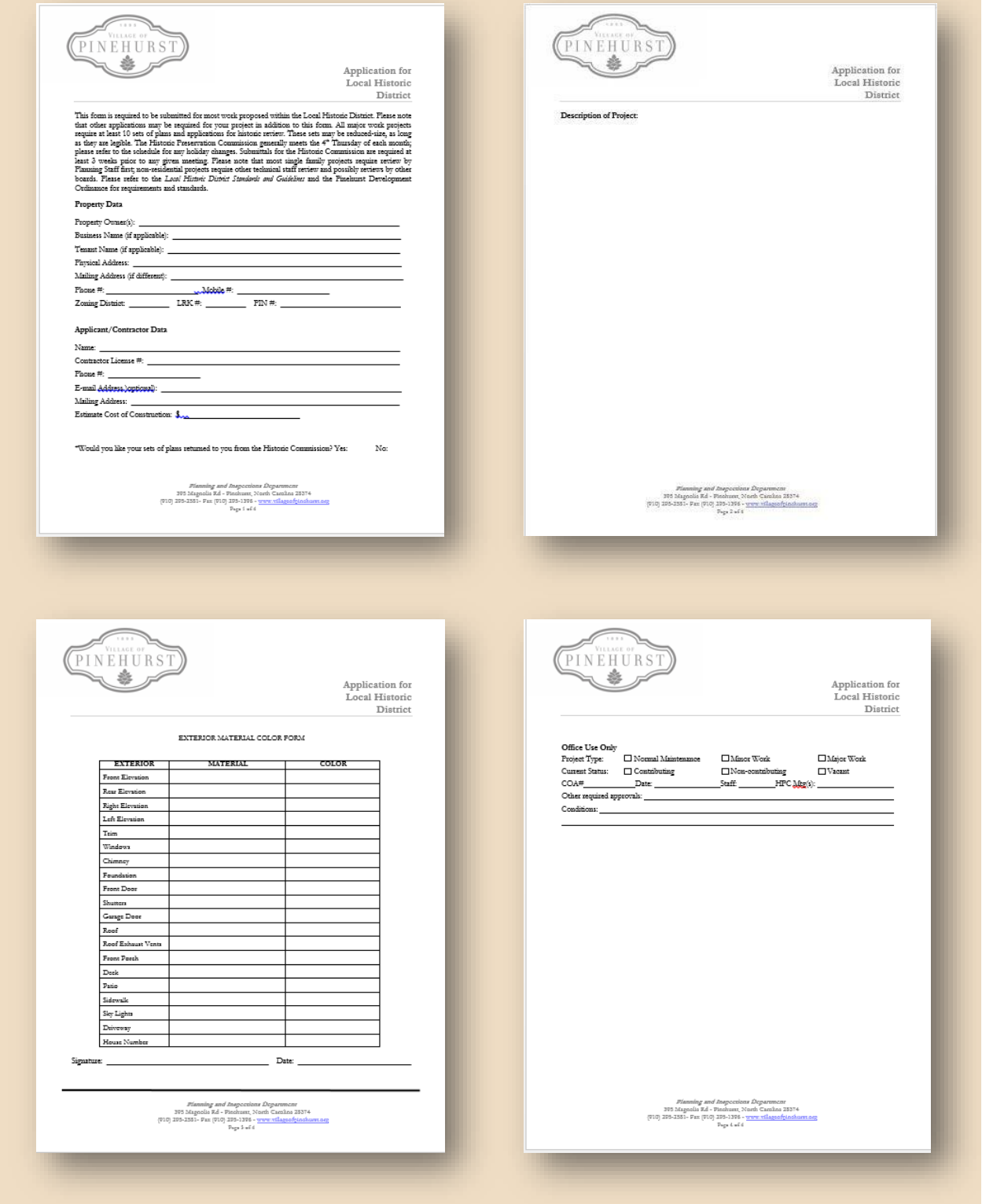
Property Description	Street #	Dir	Property Address	LRK	Year Built
VILLAGE LANE LOT 2	2		VILLAGE LN	26099	1988
VILLAGE LANE LOT 1	1		VILLAGE LN	16153	1990
VILLAGE LANE PART LOT 4 5	4		VILLAGE LN	28645	2000
VILLAGE LANE LOT 6 PART LOT 5	6		VILLAGE LN	28647	1998
VILLAGE LANE LOT 14 R			VILLAGE LN	28649	V
2528	115		WOODS RD	26350	1920
PINEHURST LOT 2527	100		WOODS RD	17533	1950
PINEHURST LOT 2529	105		WOODS RD	26262	1920
2567 2568	45		WOODS RD	19728	1954
PINEHURST LOT 2530	95		WOODS RD	14565	1953
PINEHURST LOT 2533	65		WOODS RD	22817	1953
#2559-#2562	25		WOODS RD	30492	1950
PINEHURST LOT 2532	75		WOODS RD	26534	1959
WILLIAMS LOT 2569-2571	120		WOODS RD	23528	1935
PINEHURST LOT 2633	30		WOODS RD	30490	1973
PINEHURST LOT 2632	40		WOODS RD	24685	2013
PINEHURST LOT 2566	35		WOODS RD	30577	V
LOT 2563			WOODS RD	28159	V
#2564			WOODS RD	23895	V
PINEHURST LOT 2531			WOODS RD	26535	V
#2565			WOODS RD	19462	V

APPENDIX D CERTIFICATE OF APPROPRIATENESS APPLICATION PROCEDURES

Figure 1 Application Form

Figure 2 Checklist

Figure 1 Application Form for Certificate of Appropriateness Request



VILLAGE OF PINEHURST

Application for Local Historic District

This form is required to be submitted for most work proposed within the Local Historic District. Please note that other applications may be required for your project in addition to this form. All major work projects require at least 10 sets of plans and applications for historic review. These sets may be reduced-size, as long as they are legible. The Historic Preservation Commission generally meets the 4th Thursday of each month; please refer to the schedule for any holiday changes. Submittals for the Historic Commission are required at least 3 weeks prior to any given meeting. Please note that most single family projects require review by Planning Staff first; non-residential projects require other technical staff review and possibly reviews by other boards. Please refer to the *Local Historic District Standards and Guidelines* and the Pinehurst Development Ordinance for requirements and standards.

Property Data

Property Owner(s): _____

Business Name (if applicable): _____

Tenant Name (if applicable): _____

Physical Address: _____

Mailing Address (if different): _____

Phone #: _____ Mobile #: _____

Zoning District: _____ LRK #: _____ PIN #: _____

Applicant/Contractor Data

Name: _____

Contractor License #: _____

Phone #: _____

E-mail Address (optional): _____

Mailing Address: _____

Estimate Cost of Construction: $_____

*Would you like your sets of plans returned to you from the Historic Commission? Yes: No:

Planning and Inspections Department
395 Magnolia Rd - Pinehurst, North Carolina 28374
(910) 295-2581 - Fax (910) 295-1396 - www.villageofpinehurst.org
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VILLAGE OF PINEHURST

Application for Local Historic District

Description of Project:

Planning and Inspections Department
395 Magnolia Rd - Pinehurst, North Carolina 28374
(910) 295-2581 - Fax (910) 295-1396 - www.villageofpinehurst.org
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VILLAGE OF PINEHURST

Application for Local Historic District

EXTERIOR MATERIAL COLOR FORM

EXTERIOR	MATERIAL	COLOR
Front Elevation		
Rear Elevation		
Right Elevation		
Left Elevation		
Trim		
Windows		
Chimney		
Foundation		
Front Door		
Shutters		
Garage Door		
Roof		
Roof Exhaust Vents		
Front Porch		
Deck		
Patio		
Sidewalk		
Sky Lights		
Driveway		
House Number		

Signature: _____ Date: _____

Planning and Inspections Department
395 Magnolia Rd - Pinehurst, North Carolina 28374
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VILLAGE OF PINEHURST

Application for Local Historic District

Office Use Only

Project Type: ☐ Normal Maintenance ☐ Minor Work ☐ Major Work

Current Status: ☐ Contributing ☐ Non-contributing ☐ Vacant

COA#_____ Date: _____ Staff: _____ HPC Mtg(s): _____

Other required approvals: _____

Conditions: _____

Planning and Inspections Department
395 Magnolia Rd - Pinehurst, North Carolina 28374
(910) 295-2581 - Fax (910) 295-1396 - www.villageofpinehurst.org
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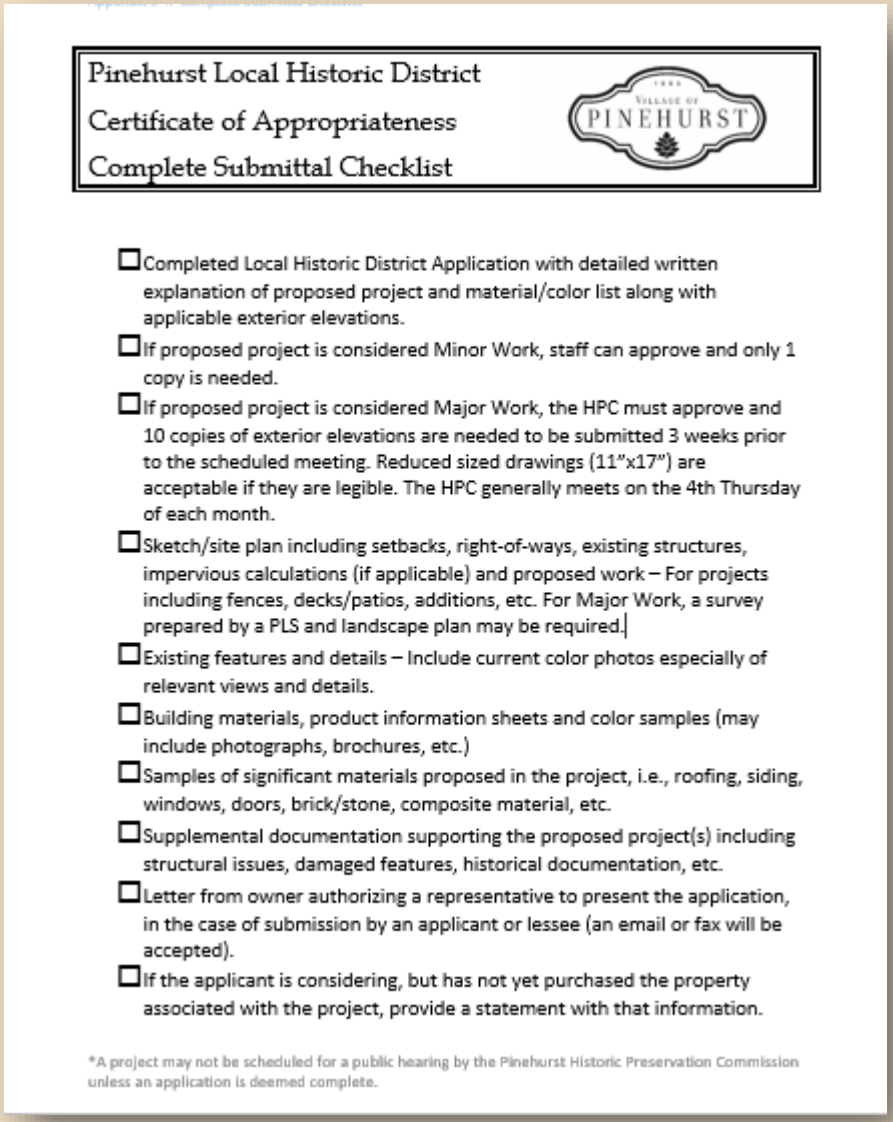
Figure 2 Checklist



Pinehurst Local Historic District
Certificate of Appropriateness
Complete Submittal Checklist

- ☐ Completed Local Historic District Application with detailed written explanation of proposed project and material/color list along with applicable exterior elevations.
- ☐ If proposed project is considered Minor Work, staff can approve and only 1 copy is needed.
- ☐ If proposed project is considered Major Work, the HPC must approve and 10 copies of exterior elevations are needed to be submitted 3 weeks prior to the scheduled meeting. Reduced sized drawings (11"x17") are acceptable if they are legible. The HPC generally meets on the 4th Thursday of each month.
- ☐ Sketch/site plan including setbacks, right-of-ways, existing structures, impervious calculations (if applicable) and proposed work – For projects including fences, decks/patios, additions, etc. For Major Work, a survey prepared by a PLS and landscape plan may be required.
- ☐ Existing features and details – Include current color photos especially of relevant views and details.
- ☐ Building materials, product information sheets and color samples (may include photographs, brochures, etc.)
- ☐ Samples of significant materials proposed in the project, i.e., roofing, siding, windows, doors, brick/stone, composite material, etc.
- ☐ Supplemental documentation supporting the proposed project(s) including structural issues, damaged features, historical documentation, etc.
- ☐ Letter from owner authorizing a representative to present the application, in the case of submission by an applicant or lessee (an email or fax will be accepted).
- ☐ If the applicant is considering, but has not yet purchased the property associated with the project, provide a statement with that information.

*A project may not be scheduled for a public hearing by the Pinehurst Historic Preservation Commission unless an application is deemed complete.

APPENDIX E CHARACTERISTIC ARCHITECTURAL STYLES

Within the Historic District, seven architectural styles are prevalent for residences and two styles for commercial buildings as depicted in the table below.

Style	Example
Craftsman Bungalow • Low-pitched roof • Wide eaves overhang • Braces under gables • Porch with square columns • Stone chimneys • Gabled or shed dormers • Exposed rafters under eaves • Broad front porch	
Cottage • Sloping, uneven roof • Brick, stone, or stucco siding • Steep gables • Prominent brick or stone chimney • Casement windows with small panes • Small dormer windows	

Style	Example
Colonial Revival • Rectangular overall house shape • Gable or hip roof • Overhanging second • Classical pillars and columns • Multi-pane, double-hung windows with shutters • Dormers • Temple-like entrance: porticos topped by pediment • Paneled doors with sidelights and topped with transoms or fanlights • Chimneys	
Georgian Revival • Square, symmetrical shape • Paneled front door at center • Decorative crown over front door • Flattened columns on each side of door • 5 or more windows on house front façade • Paired chimneys • Medium-pitched roof • Minimal roof overhang • Nine or twelve small window panes in each window sash • Dental molding (square, tooth-like cuts) along the eaves	
Federal Revival • Hip or gable roof • Prominent end chimneys • Corner boards • 6 on 6 or 12 on 12 windows • Portico • Fanlight above door and side lights • Often brick or wood construction • Shutters	

Style	Example
Queen Ann or Victorian • Rambling, asymmetrical silhouette • Corner towers or turrets • Steep gable or hipped roof with dormers • Verandas and balconies • Contrasting materials and colors • Second-story overhangs • Gable ends decorated with half-timbering or stylized relief decoration • Ornate trim and brackets • Stained-glass window accents	
Ranch • Single story • Low pitched gable roof • Deep-set eaves • Horizontal, rambling layout: Long, narrow, and low to the ground • Rectangular, L-shaped, or U-shaped design • Large windows: double-hung, sliding, and picture • Built from natural materials: Wood or brick exterior	
Commercial Brick Building	
Commercial Clapboard Siding	

APPENDIX F VILLAGE OF PINEHURST COLOR PALETTE

Paint color plays an important role in defining the special character of homes and structures in the Historic District. An appropriate color, when applied with complementary accent colors, can enhance a structure's architectural style and accentuate its defining features. Because of the variety of architectural styles in the Historic District, a range of color schemes are appropriate as described below.

- Cottages and houses in the Colonial Revival style are usually painted white or soft colors such as gray or yellow with the trim painted a complementary color.
- Craftsman bungalows, on the other hand, are characterized by a mix of exterior materials, including shingles, brick, and stucco, which may be stained or, in the case of brick, left unpainted. Any wood trim is usually painted white, gray, or an earth tone, to contrast with the darker wall materials.
- The ornate style of Queen Anne Victorian houses permits the most exuberant use of color for decorative accents like brackets and the moldings of window and door surrounds.

In the case of most architectural styles, the following principles should guide the choice of color.

- **A simple color scheme will allow the building's features to shine**. Choose three colors: the most muted and palest color for the walls, a major complementary color for the trim, and a more intense minor accent color for the front door. Consider the roof material as the fourth color.
- **Muted colors of lighter value are suitable for walls and trim; intense colors and those of darker value should be limited to minor accents**. The intensity of a color depends on the purity of hue; the value of a color depends on the amount of white mixed into the color.
- **The color scheme should be compatible with the paint colors on the surrounding properties**.

Village of Pinehurst Color Palette includes samples of approved colors for the Historic District.

The catalogue is available in the Planning and Inspections Department at Village Hall.

If an individual wishes **to reproduce a building's original color** scheme, the Tufts Archives may contain documentation or an analysis of paint scrapings may help determine the color history of the structure.

- Architectural conservators and professional preservationists, such as those on the staff of the North Carolina State Historic Preservation Office, can assist in this process.

A color other than one found in the *Color Palette* that is historically characteristic of the building may be used with documentation provided to the Village Planner or designee.

The Village of Pinehurst Color Palette is a list of approved exterior colors for structures located within the Local Historic District. Produced by Benjamin Moore, the listing is on the next page. Over 240 colors can be used exclusively or as a guide to select a paint matched by another manufacturer. A catalog is available for reviewing at Village Hall Monday to Friday from 8:30 AM to 5:00 PM. For help determining if a color is within the color palette, please contact the Village Planner at (910) 295-1900.

Benjamin Moore Paint Colors
Approved Exterior Colors Palette for Village of Pinehurst Historic District

Code	Color Name	Code	Color Name	Code	Color Name
OC-1	Natural Wicker	**OC-39**	Timid White	**OC-77**	Colonial Cream
OC-2	Pale Almond	**OC-40**	Albescent	**OC-78**	Parchment
OC-3	Lambskin	**OC-41**	French Canvas	**OC-79**	Old Fashioned Peach
OC-4	Brandy Cream	**OC-42**	Old Prairie	**OC-80**	Pirates Cove Beach
OC-5	Maritime White	**OC-43**	Overcast	**OC-81**	Evening White
OC-6	Feather Down	**OC-44**	Misty Air	**OC-82**	Pompeii
OC-7	Creamy White	**0C-45**	Swiss Coffee	**OC-83**	Antique White
OC-8	Elephant Tusk	**OC-46**	Halo	**OC-84**	Crème Caramel
OC-9	Ballet White	**OC-47**	Ashwood	**OC-85**	Mayonnaise
OC-10	White Sand	**OC-48**	Hazy Skies	**OC-86**	White Blush
OC-11	Clay Beige	**OC-49**	Titanium	**OC-87**	Capri Coast
OC-12	Muslin	**OC-50**	November Rain	**OC-88**	Indian White
OC-13	Soft Chamois	**OC-51**	Intense White	**OC-89**	Butter Pecan
OC-14	Natural Cream	**OC-52**	Gray Owl	**OC-90**	Vanilla Ice Cream
OC-15	Baby Fawn	**OC-53**	Horizon	**OC-91**	Ivory Tusk
OC-16	Cedar Key	**OC-54**	White Wisp	**OC-92**	Mannequin Cream
OC-17	White Dove	**OC-55**	Paper White	**OC-93**	Sugar Cookie
OC-18	Dove Wing	**OC-56**	Moonshine	**OC-94**	Windswept
OC -19	Seapearl	**OC-57**	White Heron	**OC-95**	Navajo White
OC-20	Pale Oak	**OC-58**	White Ice	**OC-96**	Gentle Cream
OC-21	Winter White	**OC-59**	Vanilla Milkshake	**OC-97**	Cream Froth
OC-22	Calm	**OC-60**	Icicle	**OC-98**	Bare
OC-23	Classic Grey	**OC-61**	White Diamond	**OC-99**	Deserted Island
OC-24	Winds Breath	**OC-62**	Baby's Breath	**OC-100**	Palace White
OC-25	Cloud Cover	**OC-63**	Winter Snow	**OC-101**	Desolate
OC-26	Silver Satin	**OC-64**	Pure White	**OC-102**	Devon Cream
OC-27	Balboa Mist	**OC-65**	Chantilly Lace	**OC-103**	Antique Yellow
OC-28	Collingwood	**OC-66**	Snow White	**OC-104**	Antique Lace
OC-29	Floral White	**OC-67**	Ice Mist	**OC-105**	Calming Cream
OC-30	Gray Mist	**OC-68**	Distant Gray	**OC-107**	Antiquity
OC-31	Fog Mist	**OC-69**	White Opulence	**OC-108**	Pale Moon
OC-32	Tapestry Beige	**OC-70**	Whitewater Bay	**OC-109**	Lemon Chiffon
OC-33	Opaline	**OC-71**	Sand Dollar	**OC-110**	Milkyway
OC-34	Marble White	**OC-72**	Pink Damask	**OC-111**	Corinthian White
OC-35	Spanish White	**OC-73**	Opal	**OC-112**	Goldtone
OC-36	Niveous	**OC-74**	Onyx White	**OC-113**	Powder Sand
OC-37	Glacier White	**OC-75**	Pristine	**OC-114**	Lemon Ice
OC-38	Acadia White	**OC-76**	Old Country	**OC-115**	Cream Silk

Code	Color Name	Code	Color Name	Code	Color Name
OC-116	Pale Celery	**HC-25**	Quincy Tan	**HC-114**	Saybrook Sage
OC-117	Simply White	**HC-26**	Monroe Bisque	**HC-117**	Hancock Green
OC-118	Snowfall White	**HC-27**	Monterey White	**HC-140**	Prescott Green
OC-119	Cloud nine	**HC-28**	Shelburne Buff	**HC-141**	Hollingworth Green
OC-120	Seashell	**HC-29**	Dunmore Cream	**HC-144**	Palladian Blue
OC-121	Mountain Peak White	**HC-30**	Philadelphia Cream	**HC-146**	Wedgewood Gray
OC-122	Cotton Balls	**HC-31**	Waterbury Cream	**HC-147**	Woodlawn Blue
OC-123	Bavarian Cream	**HC-32**	Standish White	**HC-149**	Buxton Blue
OC-124	Alpine White	**HC-33**	Montgomery White	**HC-150**	Yarmouth Blue
OC-125	Moonlight White	**HC-34**	Wilmington Tan	**HC-169**	Coventry Gray
OC-126	Easter Lily	**HC-35**	Powell Buff	**HC-170**	Stonington Gray
OC-127	White Chocolate	**HC-36**	Hepplewhite Ivory	**HC- 171**	Wickham Gray
OC-128	Minced Onion	**HC-38**	Decatur Buff	**HC-172**	Revere Pewter
OC-129	Alabaster	**HC-39**	Putnam Ivory	**HC-173**	Edgecomb Gray
OC-130	Cloud White	**HC-40**	Greenfield Pumpkin	**HC-174**	Lancaster Whitewash
OC-131	White Down	**HC-41**	Richmond Gold	**HC-176**	Annapolis Gray
OC-132	Grand Teton White	**HC-44**	Lenox Tan	**HC-179**	Platinum Gray
OC-133	Ancient Ivory	**HC-45**	Shaker Beige	**HC-180**	Cliffside Gray
OC-134	Meadow Mist	**HC-46**	Jackson Tan	**AC-1**	Coastal Fog
OC-135	Cream Cloak	**HC-47**	Brookline Beige	**AC-7**	Adobe Beige
OC-136	Celery Salt	**HC-48**	Bradstreet Beige	**AC-22**	Nantucket Fog
OC-137	Sebring White	**HC-53**	Hathaway Peach	**AC-25**	Harbor Gray
OC-138	White Drifts	**HC-54**	Jumel Peachstone	**AC-28**	Smoke Embers
OC-139	Sea Wind	**HC-55**	Winthrop Peach	**AC-31**	Hot Spring Stones
OC-140	Morning Dew	**HC-56**	Georgetown Pink Beige	**AC-34**	Cape Hatteras Sand
OC-142	Sail Cloth	**HC-57**	Sheraton Beige	**AC-37**	Big Bend Beige
OC-144	Lancaster White	**HC-59**	Odessa Pink	**AC-38**	North Hampton Beige
OC-150	Brilliant White	**HC-60**	Queen Anne Pink	**AC-40**	Glacier White
HC-1	Castleton Mist	**HC-78**	Litchfield Gray	**AC-41**	Acadia White
HC-2	Beacon Hill Damask	**HC-80**	Bleeker Beige	**AC-42**	Grand Teton White
HC-3	Greenmount Silk	**HC-81**	Manchester Tan		
HC-4	Hawthorne Yellow	**HC-82**	Bennington Gray		
HC-5	Weston Flax	**HC-83**	Grant Beige		
HC-6	Windham Cream	**HC-90**	Crown Point Sand		
HC-12	Concord Ivory	**HC-92**	Wheeling Neutral		
HC-15	Henderson Buff	**HC-93**	Carrington Beige		
HC-17	Summerdale Gold	**HC-95**	Sag Harbor Gray		
HC-18	Adams Gold	**HC-96**	Richmond Gray		
HC-21	Huntington Beige	**HC-99**	Abingdon Putty		
HC-22	Blair Gold	**HC-105**	Rockport Gray		
HC-23	Yorkshire Tan	**HC-108**	Sandy Hook Gray		
HC-24	Pittsfield Buff	**HC-111**	Nantucket Grey		

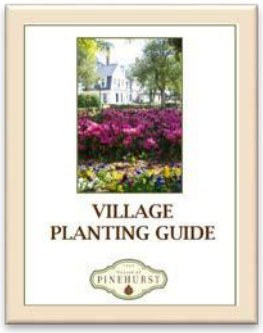
APPENDIX G VILLAGE PLANTING GUIDE

From its beginning in 1895, Pinehurst has been known for its picturesque landscapes. Two renowned landscape architects, Frederick Law Olmsted, Sr., and Warren Manning, worked with the Tufts family to design the layout of winding streets, sandy paths, and informal plantings that gave the landscape the charm of a "wild garden." Their vision of a naturalistic and romantic landscape has been preserved through the decades and the village was awarded National Historic Landmark status in 1996, as an example of resort and community planning.

The original landscapers chose to plant Pinehurst with native species like hollies, magnolias, cedars, and evergreen trees as well as exotic plants collected from around the world. They created appealing spaces not with structures, but with plants that gave the environment year-round character through color, texture, and seasonal change. Today it is possible to maintain the historic integrity of Olmsted's and Manning's designs by following their naturalistic approach in planting new gardens and selecting plants that are compatible with their original selections.

The **Village of Pinehurst Planting Guide** was compiled from Manning's original plant list and the Plant Database created by the North Carolina State University Cooperative Extension. It is divided into sections including the categories below.

- Tall trees
- Small trees/shrubs
- Small shrubs
- Vines and groundcover
- Herb and wildflowers
- Ornamental grasses
- Bulbs
- Summer annuals



In addition, plants are identified by both common and Latin names, and accompanied by soil and light requirements, drought tolerance, deer resistance, and wildlife value. Plants from Manning's original plant list are marked with an asterisk (*).

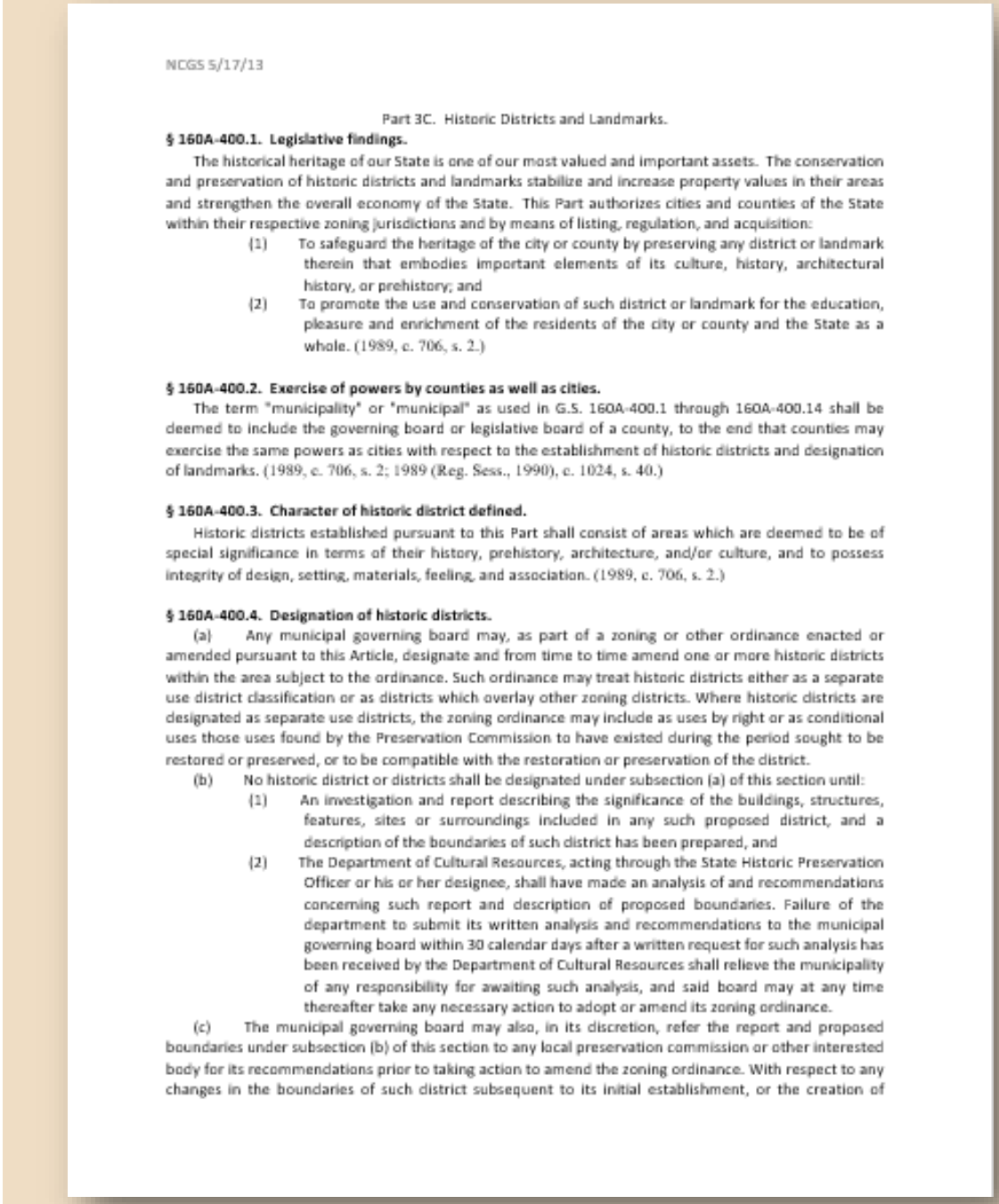
The Planting Guide is available in two formats.

1. In hard copy and available at Village Hall, 395 Magnolia Road, Pinehurst.
2. On the Village of Pinehurst website, vopnc.org. On the website, type planting guide in the search box. The 24-page document above will appear in PDF form. Browse online or print for review.

APPENDIX H RELEVANT STATUES AND RESOLUTION

- Figure 1 North Carolina Statute for Historic Districts and Landmarks
- Figure 2 Village of Pinehurst Resolution Creating the Pinehurst Historic District
- Figure 3 Village of Pinehurst Resolution Creating Historic Preservation Commission

Figure 1 North Carolina Statute for Historic Districts and Landmarks



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Part 3C. Historic Districts and Landmarks.

§ 160A-400.1. Legislative findings.

The historical heritage of our State is one of our most valued and important assets. The conservation and preservation of historic districts and landmarks stabilize and increase property values in their areas and strengthen the overall economy of the State. This Part authorizes cities and counties of the State within their respective zoning jurisdictions and by means of listing, regulation, and acquisition:

(1) To safeguard the heritage of the city or county by preserving any district or landmark therein that embodies important elements of its culture, history, architectural history, or prehistory; and

(2) To promote the use and conservation of such district or landmark for the education, pleasure and enrichment of the residents of the city or county and the State as a whole. (1989, c. 706, s. 2.)

§ 160A-400.2. Exercise of powers by counties as well as cities.

The term "municipality" or "municipal" as used in G.S. 160A-400.1 through 160A-400.14 shall be deemed to include the governing board or legislative board of a county, to the end that counties may exercise the same powers as cities with respect to the establishment of historic districts and designation of landmarks. (1989, c. 706, s. 2; 1989 (Reg. Sess., 1990), c. 1024, s. 40.)

§ 160A-400.3. Character of historic district defined.

Historic districts established pursuant to this Part shall consist of areas which are deemed to be of special significance in terms of their history, prehistory, architecture, and/or culture, and to possess integrity of design, setting, materials, feeling, and association. (1989, c. 706, s. 2.)

§ 160A-400.4. Designation of historic districts.

(a) Any municipal governing board may, as part of a zoning or other ordinance enacted or amended pursuant to this Article, designate and from time to time amend one or more historic districts within the area subject to the ordinance. Such ordinance may treat historic districts either as a separate use district classification or as districts which overlay other zoning districts. Where historic districts are designated as separate use districts, the zoning ordinance may include as uses by right or as conditional uses those uses found by the Preservation Commission to have existed during the period sought to be restored or preserved, or to be compatible with the restoration or preservation of the district.

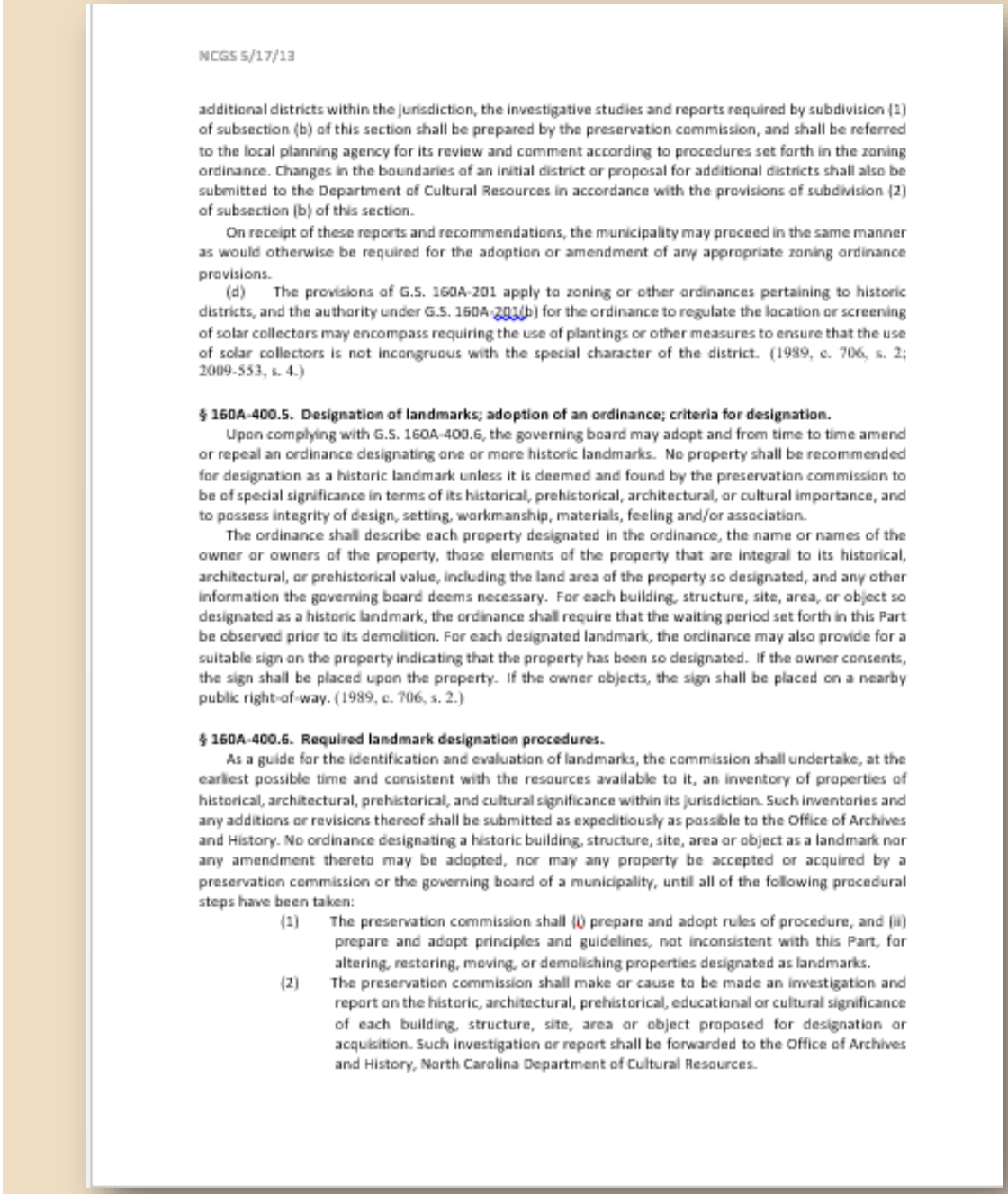
(b) No historic district or districts shall be designated under subsection (a) of this section until:

(1) An investigation and report describing the significance of the buildings, structures, features, sites or surroundings included in any such proposed district, and a description of the boundaries of such district has been prepared, and

(2) The Department of Cultural Resources, acting through the State Historic Preservation Officer or his or her designee, shall have made an analysis of and recommendations concerning such report and description of proposed boundaries. Failure of the department to submit its written analysis and recommendations to the municipal governing board within 30 calendar days after a written request for such analysis has been received by the Department of Cultural Resources shall relieve the municipality of any responsibility for awaiting such analysis, and said board may at any time thereafter take any necessary action to adopt or amend its zoning ordinance.

(c) The municipal governing board may also, in its discretion, refer the report and proposed boundaries under subsection (b) of this section to any local preservation commission or other interested body for its recommendations prior to taking action to amend the zoning ordinance. With respect to any changes in the boundaries of such district subsequent to its initial establishment, or the creation of

Figure 1 North Carolina Statute for Historic Districts and Landmarks



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additional districts within the jurisdiction, the investigative studies and reports required by subdivision (1) of subsection (b) of this section shall be prepared by the preservation commission, and shall be referred to the local planning agency for its review and comment according to procedures set forth in the zoning ordinance. Changes in the boundaries of an initial district or proposal for additional districts shall also be submitted to the Department of Cultural Resources in accordance with the provisions of subdivision (2) of subsection (b) of this section.

On receipt of these reports and recommendations, the municipality may proceed in the same manner as would otherwise be required for the adoption or amendment of any appropriate zoning ordinance provisions.

(d) The provisions of G.S. 160A-201 apply to zoning or other ordinances pertaining to historic districts, and the authority under G.S. 160A-201(b) for the ordinance to regulate the location or screening of solar collectors may encompass requiring the use of plantings or other measures to ensure that the use of solar collectors is not incongruous with the special character of the district. (1989, c. 706, s. 2; 2009-553, s. 4.)

§ 160A-400.5. Designation of landmarks; adoption of an ordinance; criteria for designation.

Upon complying with G.S. 160A-400.6, the governing board may adopt and from time to time amend or repeal an ordinance designating one or more historic landmarks. No property shall be recommended for designation as a historic landmark unless it is deemed and found by the preservation commission to be of special significance in terms of its historical, prehistorical, architectural, or cultural importance, and to possess integrity of design, setting, workmanship, materials, feeling and/or association.

The ordinance shall describe each property designated in the ordinance, the name or names of the owner or owners of the property, those elements of the property that are integral to its historical, architectural, or prehistorical value, including the land area of the property so designated, and any other information the governing board deems necessary. For each building, structure, site, area, or object so designated as a historic landmark, the ordinance shall require that the waiting period set forth in this Part be observed prior to its demolition. For each designated landmark, the ordinance may also provide for a suitable sign on the property indicating that the property has been so designated. If the owner consents, the sign shall be placed upon the property. If the owner objects, the sign shall be placed on a nearby public right-of-way. (1989, c. 706, s. 2.)

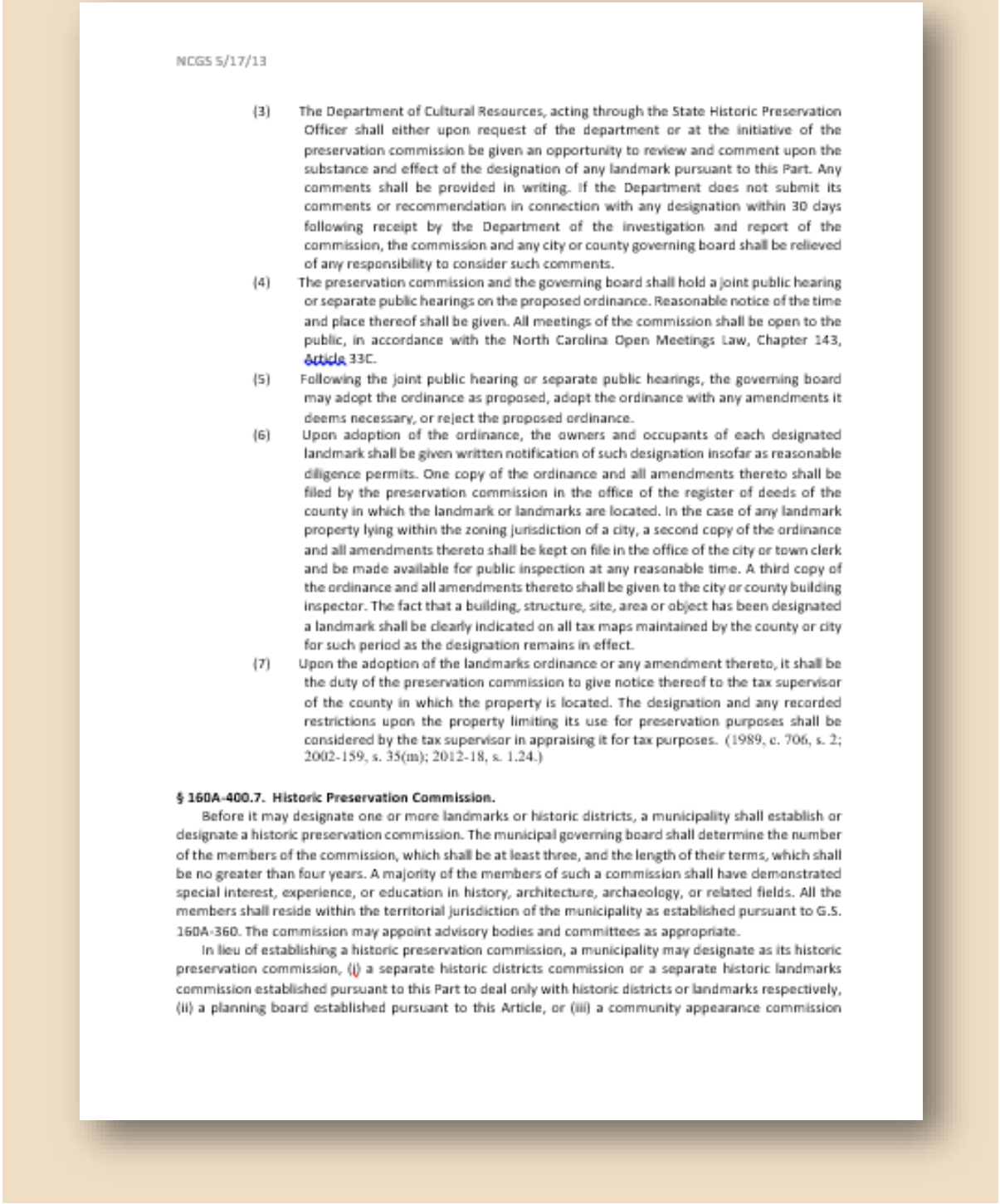
§ 160A-400.6. Required landmark designation procedures.

As a guide for the identification and evaluation of landmarks, the commission shall undertake, at the earliest possible time and consistent with the resources available to it, an inventory of properties of historical, architectural, prehistorical, and cultural significance within its jurisdiction. Such inventories and any additions or revisions thereof shall be submitted as expeditiously as possible to the Office of Archives and History. No ordinance designating a historic building, structure, site, area or object as a landmark nor any amendment thereto may be adopted, nor may any property be accepted or acquired by a preservation commission or the governing board of a municipality, until all of the following procedural steps have been taken:

(1) The preservation commission shall (i) prepare and adopt rules of procedure, and (ii) prepare and adopt principles and guidelines, not inconsistent with this Part, for altering, restoring, moving, or demolishing properties designated as landmarks.

(2) The preservation commission shall make or cause to be made an investigation and report on the historic, architectural, prehistorical, educational or cultural significance of each building, structure, site, area or object proposed for designation or acquisition. Such investigation or report shall be forwarded to the Office of Archives and History, North Carolina Department of Cultural Resources.

Figure 1 North Carolina Statute for Historic Districts and Landmarks



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(3) The Department of Cultural Resources, acting through the State Historic Preservation Officer shall either upon request of the department or at the initiative of the preservation commission be given an opportunity to review and comment upon the substance and effect of the designation of any landmark pursuant to this Part. Any comments shall be provided in writing. If the Department does not submit its comments or recommendation in connection with any designation within 30 days following receipt by the Department of the investigation and report of the commission, the commission and any city or county governing board shall be relieved of any responsibility to consider such comments.

(4) The preservation commission and the governing board shall hold a joint public hearing or separate public hearings on the proposed ordinance. Reasonable notice of the time and place thereof shall be given. All meetings of the commission shall be open to the public, in accordance with the North Carolina Open Meetings Law, Chapter 143, Article 33C.

(5) Following the joint public hearing or separate public hearings, the governing board may adopt the ordinance as proposed, adopt the ordinance with any amendments it deems necessary, or reject the proposed ordinance.

(6) Upon adoption of the ordinance, the owners and occupants of each designated landmark shall be given written notification of such designation insofar as reasonable diligence permits. One copy of the ordinance and all amendments thereto shall be filed by the preservation commission in the office of the register of deeds of the county in which the landmark or landmarks are located. In the case of any landmark property lying within the zoning jurisdiction of a city, a second copy of the ordinance and all amendments thereto shall be kept on file in the office of the city or town clerk and be made available for public inspection at any reasonable time. A third copy of the ordinance and all amendments thereto shall be given to the city or county building inspector. The fact that a building, structure, site, area or object has been designated a landmark shall be clearly indicated on all tax maps maintained by the county or city for such period as the designation remains in effect.

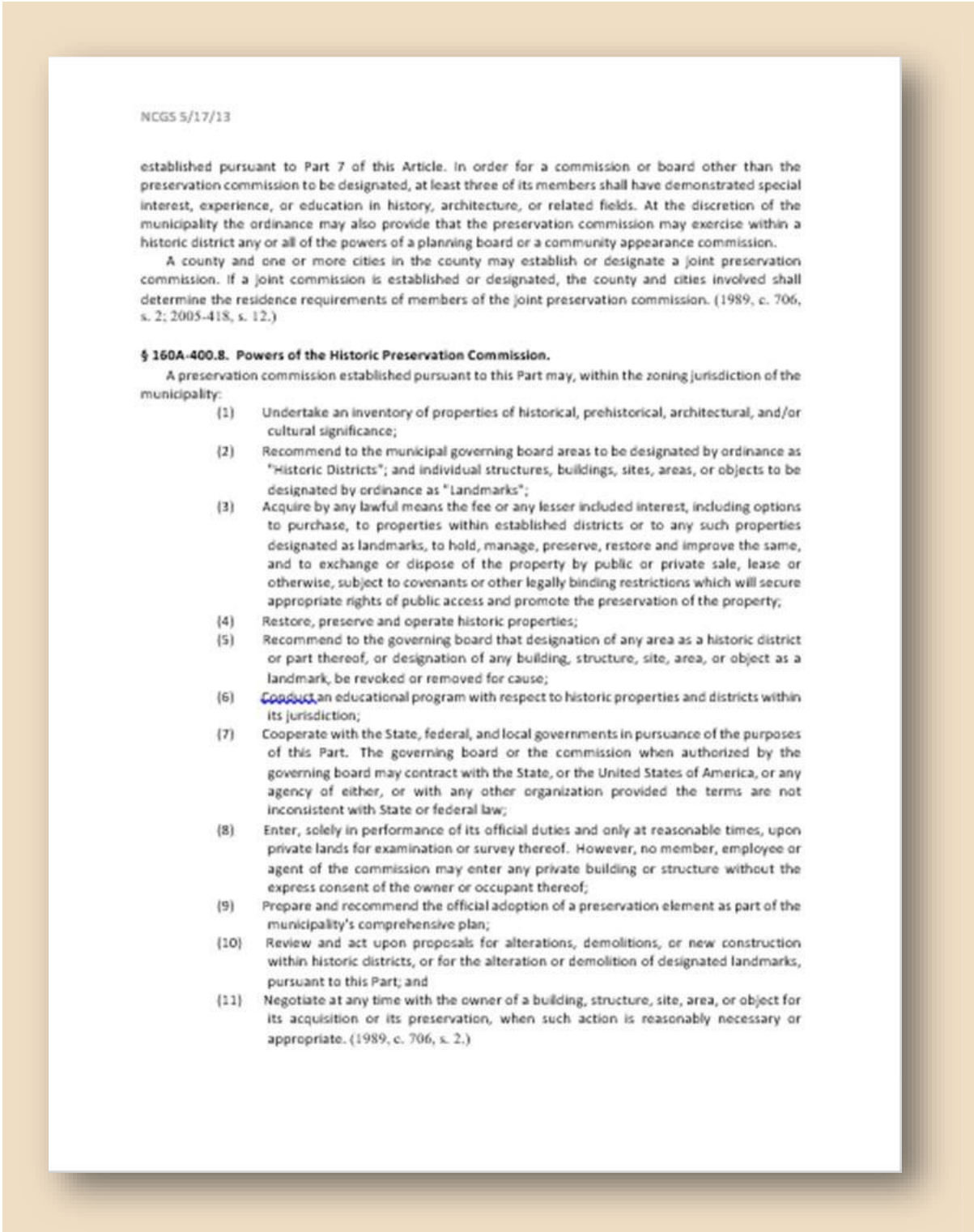
(7) Upon the adoption of the landmarks ordinance or any amendment thereto, it shall be the duty of the preservation commission to give notice thereof to the tax supervisor of the county in which the property is located. The designation and any recorded restrictions upon the property limiting its use for preservation purposes shall be considered by the tax supervisor in appraising it for tax purposes. (1989, c. 706, s. 2; 2002-159, s. 35(m); 2012-18, s. 1.24.)

§ 160A-400.7. Historic Preservation Commission.

Before it may designate one or more landmarks or historic districts, a municipality shall establish or designate a historic preservation commission. The municipal governing board shall determine the number of the members of the commission, which shall be at least three, and the length of their terms, which shall be no greater than four years. A majority of the members of such a commission shall have demonstrated special interest, experience, or education in history, architecture, archaeology, or related fields. All the members shall reside within the territorial jurisdiction of the municipality as established pursuant to G.S. 160A-360. The commission may appoint advisory bodies and committees as appropriate.

In lieu of establishing a historic preservation commission, a municipality may designate as its historic preservation commission, (i) a separate historic districts commission or a separate historic landmarks commission established pursuant to this Part to deal only with historic districts or landmarks respectively, (ii) a planning board established pursuant to this Article, or (iii) a community appearance commission

Figure 1 North Carolina Statute for Historic Districts and Landmarks



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established pursuant to Part 7 of this Article. In order for a commission or board other than the preservation commission to be designated, at least three of its members shall have demonstrated special interest, experience, or education in history, architecture, or related fields. At the discretion of the municipality the ordinance may also provide that the preservation commission may exercise within a historic district any or all of the powers of a planning board or a community appearance commission.

A county and one or more cities in the county may establish or designate a joint preservation commission. If a joint commission is established or designated, the county and cities involved shall determine the residence requirements of members of the joint preservation commission. (1989, c. 706, s. 2; 2005-418, s. 12.)

§ 160A-400.8. Powers of the Historic Preservation Commission.

A preservation commission established pursuant to this Part may, within the zoning jurisdiction of the municipality:

(1) Undertake an inventory of properties of historical, prehistorical, architectural, and/or cultural significance;

(2) Recommend to the municipal governing board areas to be designated by ordinance as "Historic Districts"; and individual structures, buildings, sites, areas, or objects to be designated by ordinance as "Landmarks";

(3) Acquire by any lawful means the fee or any lesser included interest, including options to purchase, to properties within established districts or to any such properties designated as landmarks, to hold, manage, preserve, restore and improve the same, and to exchange or dispose of the property by public or private sale, lease or otherwise, subject to covenants or other legally binding restrictions which will secure appropriate rights of public access and promote the preservation of the property;

(4) Restore, preserve and operate historic properties;

(5) Recommend to the governing board that designation of any area as a historic district or part thereof, or designation of any building, structure, site, area, or object as a landmark, be revoked or removed for cause;

(6) Conduct an educational program with respect to historic properties and districts within its jurisdiction;

(7) Cooperate with the State, federal, and local governments in pursuance of the purposes of this Part. The governing board or the commission when authorized by the governing board may contract with the State, or the United States of America, or any agency of either, or with any other organization provided the terms are not inconsistent with State or federal law;

(8) Enter, solely in performance of its official duties and only at reasonable times, upon private lands for examination or survey thereof. However, no member, employee or agent of the commission may enter any private building or structure without the express consent of the owner or occupant thereof;

(9) Prepare and recommend the official adoption of a preservation element as part of the municipality's comprehensive plan;

(10) Review and act upon proposals for alterations, demolitions, or new construction within historic districts, or for the alteration or demolition of designated landmarks, pursuant to this Part; and

(11) Negotiate at any time with the owner of a building, structure, site, area, or object for its acquisition or its preservation, when such action is reasonably necessary or appropriate. (1989, c. 706, s. 2.)

Figure 1 North Carolina Statute for Historic Districts and Landmarks

NCGS 5/17/13

§ 160A-400.9. Certificate of appropriateness required.

(a) From and after the designation of a landmark or a historic district, no exterior portion of any building or other structure (including masonry walls, fences, light fixtures, steps and pavement, or other appurtenant features), nor above-ground utility structure nor any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished on such landmark or within such district until after an application for a certificate of appropriateness as to exterior features has been submitted to and approved by the preservation commission. The municipality shall require such a certificate to be issued by the commission prior to the issuance of a building permit or other permit granted for the purposes of constructing, altering, moving, or demolishing structures, which certificate may be issued subject to reasonable conditions necessary to carry out the purposes of this Part. A certificate of appropriateness shall be required whether or not a building or other permit is required.

For purposes of this Part, "exterior features" shall include the architectural style, general design, and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, light fixtures, signs, and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior features" shall be construed to mean the style, material, size, and location of all such signs. Such "exterior features" may, in the discretion of the local governing board, include historic signs, color, and significant landscape, archaeological, and natural features of the area.

Except as provided in (b) below, the commission shall have no jurisdiction over interior arrangement and shall take no action under this section except to prevent the construction, reconstruction, alteration, restoration, moving, or demolition of buildings, structures, appurtenant fixtures, outdoor advertising signs, or other significant features in the district which would be incongruous with the special character of the landmark or district.

(b) Notwithstanding subsection (a) of this section, jurisdiction of the commission over interior spaces shall be limited to specific interior features of architectural, artistic or historical significance in publicly owned landmarks; and of privately owned historic landmarks for which consent for interior review has been given by the owner. Said consent of an owner for interior review shall bind future owners and/or successors in title, provided such consent has been filed in the office of the register of deeds of the county in which the property is located and indexed according to the name of the owner of the property in the grantee and grantor indexes. The landmark designation shall specify the interior features to be reviewed and the specific nature of the commission's jurisdiction over the interior.

(c) Prior to any action to enforce a landmark or historic district ordinance, the commission shall (i) prepare and adopt rules of procedure, and (ii) prepare and adopt principles and guidelines not inconsistent with this Part for new construction, alterations, additions, moving and demolition. The ordinance may provide, subject to prior adoption by the preservation commission of detailed standards, for the review and approval by an administrative official of applications for a certificate of appropriateness or of minor works as defined by ordinance; provided, however, that no application for a certificate of appropriateness may be denied without formal action by the preservation commission.

Prior to issuance or denial of a certificate of appropriateness the commission shall take such steps as may be reasonably required in the ordinance and/or rules of procedure to inform the owners of any property likely to be materially affected by the application, and shall give the applicant and such owners an opportunity to be heard. In cases where the commission deems it necessary, it may hold a public hearing concerning the application. All meetings of the commission shall be open to the public, in accordance with the North Carolina Open Meetings Law, Chapter 143, Article 33C.

(d) All applications for certificates of appropriateness shall be reviewed and acted upon within a reasonable time, not to exceed 180 days from the date the application for a certificate of appropriateness is filed, as defined by the ordinance or the commission's rules of procedure. As part of its review

Figure 1 North Carolina Statute for Historic Districts and Landmarks

procedure, the commission may view the premises and seek the advice of the Division of Archives and History or such other expert advice as it may deem necessary under the circumstances.

(e) An appeal may be taken to the Board of Adjustment from the commission's action in granting or denying any certificate, which appeals (i) may be taken by any aggrieved party, (ii) shall be taken within times prescribed by the preservation commission by general rule, and (iii) shall be in the nature of certiorari. Any appeal from the Board of Adjustment's decision in any such case shall be heard by the superior court of the county in which the municipality is located.

(f) All of the provisions of this Part are hereby made applicable to construction, alteration, moving and demolition by the State of North Carolina, its political subdivisions, agencies and instrumentalities, provided however they shall not apply to interiors of buildings or structures owned by the State of North Carolina. The State and its agencies shall have a right of appeal to the North Carolina Historical Commission or any successor agency assuming its responsibilities under G.S. 121-12(a) from any decision of a local preservation commission. The commission shall render its decision within 30 days from the date that the notice of appeal by the State is received by it. The current edition of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings shall be the sole principles and guidelines used in reviewing applications of the State for certificates of appropriateness. The decision of the commission shall be final and binding upon both the State and the preservation commission. (1989, c. 706, s. 2.)

§ 160A-400.10. Conflict with other laws.

Whenever any ordinance adopted pursuant to this Part requires a longer waiting period or imposes other higher standards with respect to a designated historic landmark or district than are established under any other statute, charter provision, or regulation, this Part shall govern. Whenever the provisions of any other statute, charter provision, ordinance or regulation require a longer waiting period or impose other higher standards than are established under this Part, such other statute, charter provision, ordinance or regulation shall govern. (1989, c. 706, s. 2.)

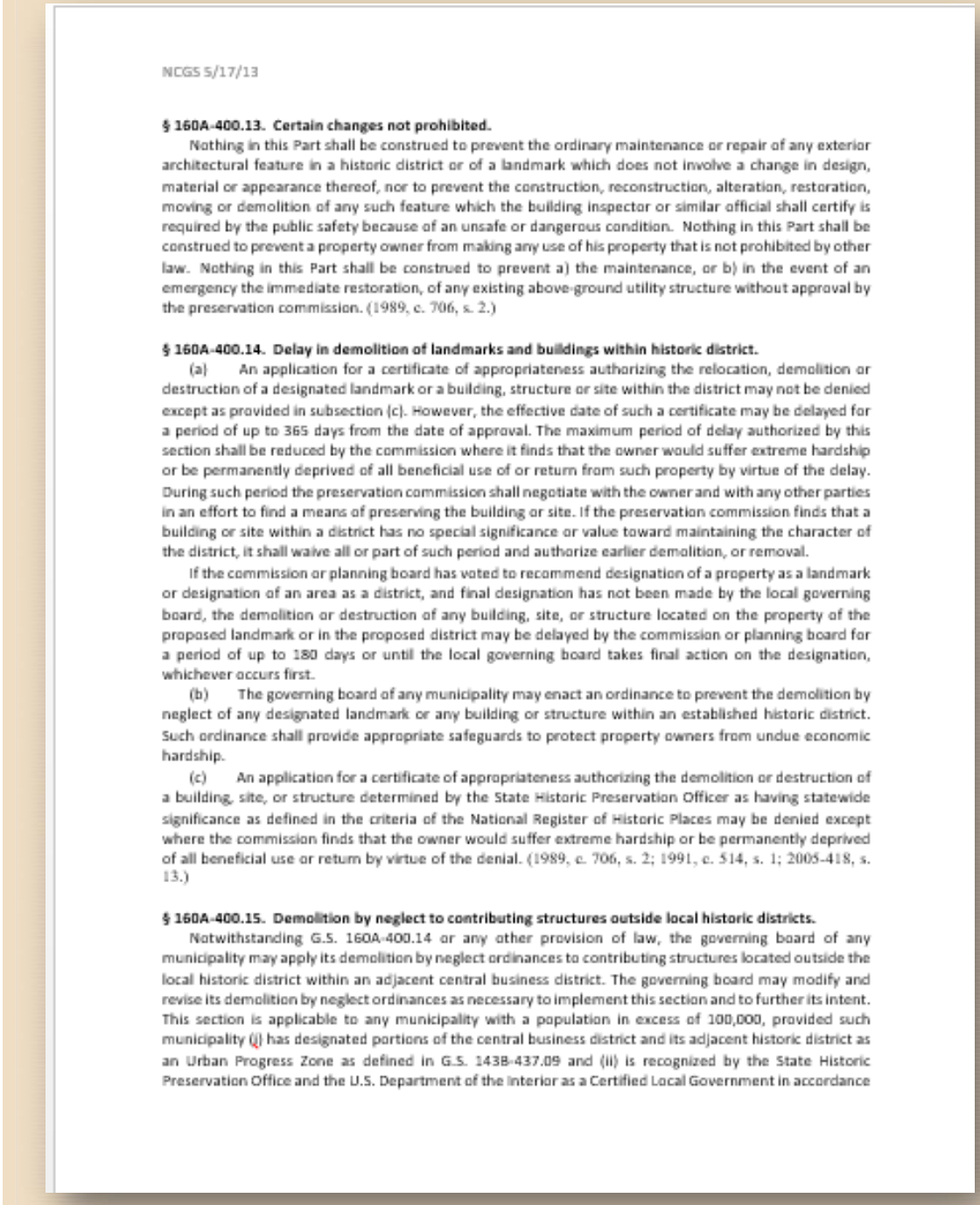
§ 160A-400.11. Remedies.

In case any building, structure, site, area or object designated as a historic landmark or located within a historic district designated pursuant to this Part is about to be demolished whether as the result of deliberate neglect or otherwise, materially altered, remodeled, removed or destroyed, except in compliance with the ordinance or other provisions of this Part, the city or county, the historic preservation commission, or other party aggrieved by such action may institute any appropriate action or proceedings to prevent such unlawful demolition, destruction, material alteration, remodeling or removal, to restrain, correct or abate such violation, or to prevent any illegal act or conduct with respect to such building, structure, site, area or object. Such remedies shall be in addition to any others authorized by this Chapter for violation of a municipal ordinance. (1989, c. 706, s. 2.)

§ 160A-400.12. Appropriations.

A city or county governing board is authorized to make appropriations to a historic preservation commission established pursuant to this Part in any amount that it may determine necessary for the expenses of the operation of the commission, and may make available any additional amounts necessary for the acquisition, restoration, preservation, operation, and management of historic buildings, structures, sites, areas or objects designated as historic landmarks or within designated historic districts, or of land on which such buildings or structures are located, or to which they may be removed. (1989, c. 706, s. 2.)

Figure 1 North Carolina Statute for Historic Districts and Landmarks



NCGS 5/17/13

§ 160A-400.13. Certain changes not prohibited.

Nothing in this Part shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in a historic district or of a landmark which does not involve a change in design, material or appearance thereof, nor to prevent the construction, reconstruction, alteration, restoration, moving or demolition of any such feature which the building inspector or similar official shall certify is required by the public safety because of an unsafe or dangerous condition. Nothing in this Part shall be construed to prevent a property owner from making any use of his property that is not prohibited by other law. Nothing in this Part shall be construed to prevent a) the maintenance, or b) in the event of an emergency the immediate restoration, of any existing above-ground utility structure without approval by the preservation commission. (1989, c. 706, s. 2.)

§ 160A-400.14. Delay in demolition of landmarks and buildings within historic district.

(a) An application for a certificate of appropriateness authorizing the relocation, demolition or destruction of a designated landmark or a building, structure or site within the district may not be denied except as provided in subsection (c). However, the effective date of such a certificate may be delayed for a period of up to 365 days from the date of approval. The maximum period of delay authorized by this section shall be reduced by the commission where it finds that the owner would suffer extreme hardship or be permanently deprived of all beneficial use of or return from such property by virtue of the delay. During such period the preservation commission shall negotiate with the owner and with any other parties in an effort to find a means of preserving the building or site. If the preservation commission finds that a building or site within a district has no special significance or value toward maintaining the character of the district, it shall waive all or part of such period and authorize earlier demolition, or removal.

If the commission or planning board has voted to recommend designation of a property as a landmark or designation of an area as a district, and final designation has not been made by the local governing board, the demolition or destruction of any building, site, or structure located on the property of the proposed landmark or in the proposed district may be delayed by the commission or planning board for a period of up to 180 days or until the local governing board takes final action on the designation, whichever occurs first.

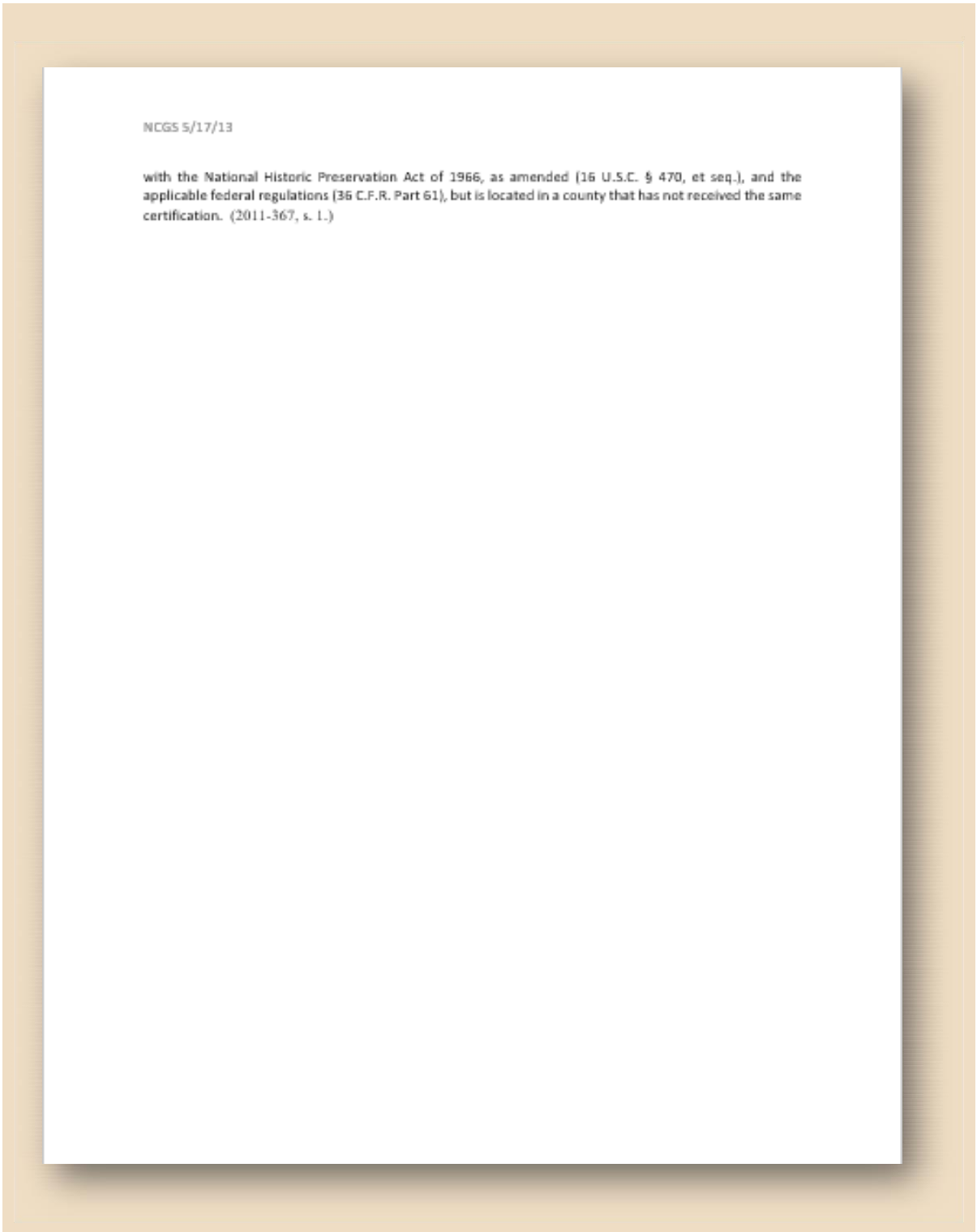
(b) The governing board of any municipality may enact an ordinance to prevent the demolition by neglect of any designated landmark or any building or structure within an established historic district. Such ordinance shall provide appropriate safeguards to protect property owners from undue economic hardship.

(c) An application for a certificate of appropriateness authorizing the demolition or destruction of a building, site, or structure determined by the State Historic Preservation Officer as having statewide significance as defined in the criteria of the National Register of Historic Places may be denied except where the commission finds that the owner would suffer extreme hardship or be permanently deprived of all beneficial use or return by virtue of the denial. (1989, c. 706, s. 2; 1991, c. 514, s. 1; 2005-418, s. 13.)

§ 160A-400.15. Demolition by neglect to contributing structures outside local historic districts.

Notwithstanding G.S. 160A-400.14 or any other provision of law, the governing board of any municipality may apply its demolition by neglect ordinances to contributing structures located outside the local historic district within an adjacent central business district. The governing board may modify and revise its demolition by neglect ordinances as necessary to implement this section and to further its intent. This section is applicable to any municipality with a population in excess of 100,000, provided such municipality (i) has designated portions of the central business district and its adjacent historic district as an Urban Progress Zone as defined in G.S. 143B-437.09 and (ii) is recognized by the State Historic Preservation Office and the U.S. Department of the Interior as a Certified Local Government in accordance

Figure 1 North Carolina Statute for Historic Districts and Landmarks



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with the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470, et seq.), and the applicable federal regulations (36 C.F.R. Part 61), but is located in a county that has not received the same certification. (2011-367, s. 1.)

Figure 2 Village of Pinehurst Resolution Creating the Pinehurst Historic District

ORDINANCE #06-22:

AN ORDINANCE AMENDING THE PINEHURST ZONING MAP AS IT PERTAINS TO THE ADOPTION OF A LOCAL HISTORIC DISTRICT OVERLAY IN THE VILLAGE OF PINEHURST, NORTH CAROLINA.

THAT WHEREAS, the Village Council of the Village of Pinehurst adopted a new Pinehurst Development Ordinance and Map on the 23rd day of October, 1995, for the purpose of regulating planning and development in the Village of Pinehurst and the extraterritorial area over which it has jurisdiction; and

WHEREAS, said Map may be amended from time to time as circumstances and the best interests of the community have required; and

WHEREAS, public hearings were held at 1:00 p.m. on July 25, August 22 and September 26, 2006 in the Assembly Hall of the Pinehurst Village Hall, Pinehurst, North Carolina after due notice in the Pilot, a newspaper in Southern Pines, North Carolina, with general circulation in the Village of Pinehurst, and its extraterritorial jurisdiction, for the purpose of considering adoption of a Local Historic District Overlay at which time all interested citizens, residents and property owners in the Village of Pinehurst and its extraterritorial jurisdiction were given an opportunity to be heard as to whether they favored or opposed the proposed rezoning; and

WHEREAS, a Notice of Public Hearing, including a map of the proposed Local Historic District Overlay, was sent to all property owners within and adjacent to the proposed Local Historic District Overlay, according to Moore County, North Carolina property owner tax data, before Village Council public hearings held on July 25, August 22, and September 26, 2006; and

WHEREAS, the Planning and Zoning Board has recommended that the Local Historic District Overlay be adopted; and

WHEREAS, the Village Council, after considering all of the facts and circumstances surrounding the proposed rezoning, have determined that it is in the best interest of the Village of Pinehurst and the extraterritorial jurisdiction that the Local Historic District Overlay be adopted as recommended by the Planning and Zoning Board.

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of the Village of Pinehurst, North Carolina in Regular Meeting assembled on the 26th day of September, 2006 as follows:

SECTION 1. That the Pinehurst Zoning Map of the Village of Pinehurst and its extraterritorial zoning jurisdiction be and the same hereby is amended by adopting the Local Historic District Overlay as detailed in the attached map entitled "Local Historic District Overlay" and dated September 12, 2006. Said map is attached hereto as Exhibit A and made a part hereof, the same as if included verbatim.

SECTION 2. That this Ordinance shall be and remain in full force and effect from and after the date of its adoption.

SECTION 3. Adopted this 26th day of September, 2006.

(Municipal Seal) VILLAGE OF PINEHURST CORPORATE SEAL NORTH CAROLINA

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By:_____
Steven J. Smith, Mayor

Ordinance #06-22

Figure 3 Village of Pinehurst Resolution Creating the Historic Preservation Commission

RESOLUTION #06-05:

A RESOLUTION OF THE VILLAGE OF PINEHURST CREATING AN HISTORIC PRESERVATION COMMISSION.

BE IT RESOLVED AND ESTABLISHED by the Village Council of the Village of Pinehurst, North Carolina in work session assembled on this 14th day of March, 2006, as follows:

SECTION 1. Pursuant to authority contained in Article 19, Chapter 160A of the General Statutes of North Carolina, there is hereby created an Historic Preservation Commission for the Village of Pinehurst, with all the powers and authority granted to said commission in said Article 19.

SECTION 2. Be it further resolved that:

A. The Village of Pinehurst Historic Preservation Commission shall consist of 7 members, all of whom shall be full-time residents of the Village or the extraterritorial jurisdiction beyond the corporate limits of the Village.

B. Members shall be appointed by the Village Council. Three (3) members shall be appointed for a term of three years; four members shall be appointed for a term of two (2) years. Terms of the first commission shall begin on March 14, 2006. Thereafter, members shall be appointed for terms of two (2) years or until their successors are appointed and qualified. Vacancies occurring for reasons other than the expiration of terms shall be filled by the Village Council as they occur for the period of the unexpired term. Faithful attendance at most (80%) of the meetings of the Commission is considered a prerequisite for the maintenance of membership.

C. Members are limited to six (6) years total service. After six (6) years of service, a former member must be off the Commission for one (1) year before being considered for re-appointment.

D. The Chairman of this Commission shall be appointed by the Village Council.

SECTION 3. The initial members of this Commission shall be:

John Skvarla -Chairman- 3 year term
Beth Kocher- 3 year term
Frank Thigpen - 3 year term
Bettye Marcum- 2 year term
Mark Parson- 2 year term
John Root - 2 year term
Howard Warren- 2 year term

SECTION 4. The Historic Preservation Commission shall have the powers and duties listed in Chapter 4, Section 4.6 of the Pinehurst Development Ordinance adopted May 24, 2005 as amended and the powers conveyed by North Carolina General Statutes 160A-400.7 through 160A-400.14. All votes of said Commission shall carry with a simple majority.

SECTION 5. The Village Clerk or such other person as the Council may designate shall keep a record of the proceedings and attendance of members. The Commission shall hold at least one (1) meeting monthly, and all meetings shall comply with Chapter 143, Section 318 of the General Statutes of North Carolina having to do with open meetings.

Resolution #06-05 1

Figure 3 Village of Pinehurst Resolution Creating the Historic Preservation Commission

SECTION 6. All members of the Historic Preservation Commission shall serve without compensation.

Adopted this 14th day of March, 2006.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
Steven J. Smith, Mayor

Attest:

Linda S. Brown, Village Clerk

Approved as to form:

Michael J. Newman, Village Attorney

Resolution #06-05 2

APPENDIX I RESOURCES

- Figure 1 The Secretary of the Interior's Standards for Rehabilitation
- Figure 2 Resources for Technical Information from the National Park Service
- Figure 3 Preservation Briefs from the National Park Service
- Figure 4 Tax Credits

Figure 1 The Secretary of the Interior's Standards for Rehabilitation

The Secretary of the Interior's Standards for Rehabilitation

Standard 1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

Standard 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.

Standard 3. Each Property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

Standard 4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

Standard 5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

Standard 6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Standard 7 Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

Standard 8 Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

Standard 9 New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated form the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

Standard 10 New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Figure 2 Resources for Technical Information from the National Park Service

https://www.nps.gov/tps/how-to-preserve/briefs.htm

At the National Park Service web site above, this landing page offers guidance via a series of Preservation Brief on preserving, rehabilitation and restoring historic buildings. These NPS publications help historic building owners recognize and resolve common problems prior to undertaking work.

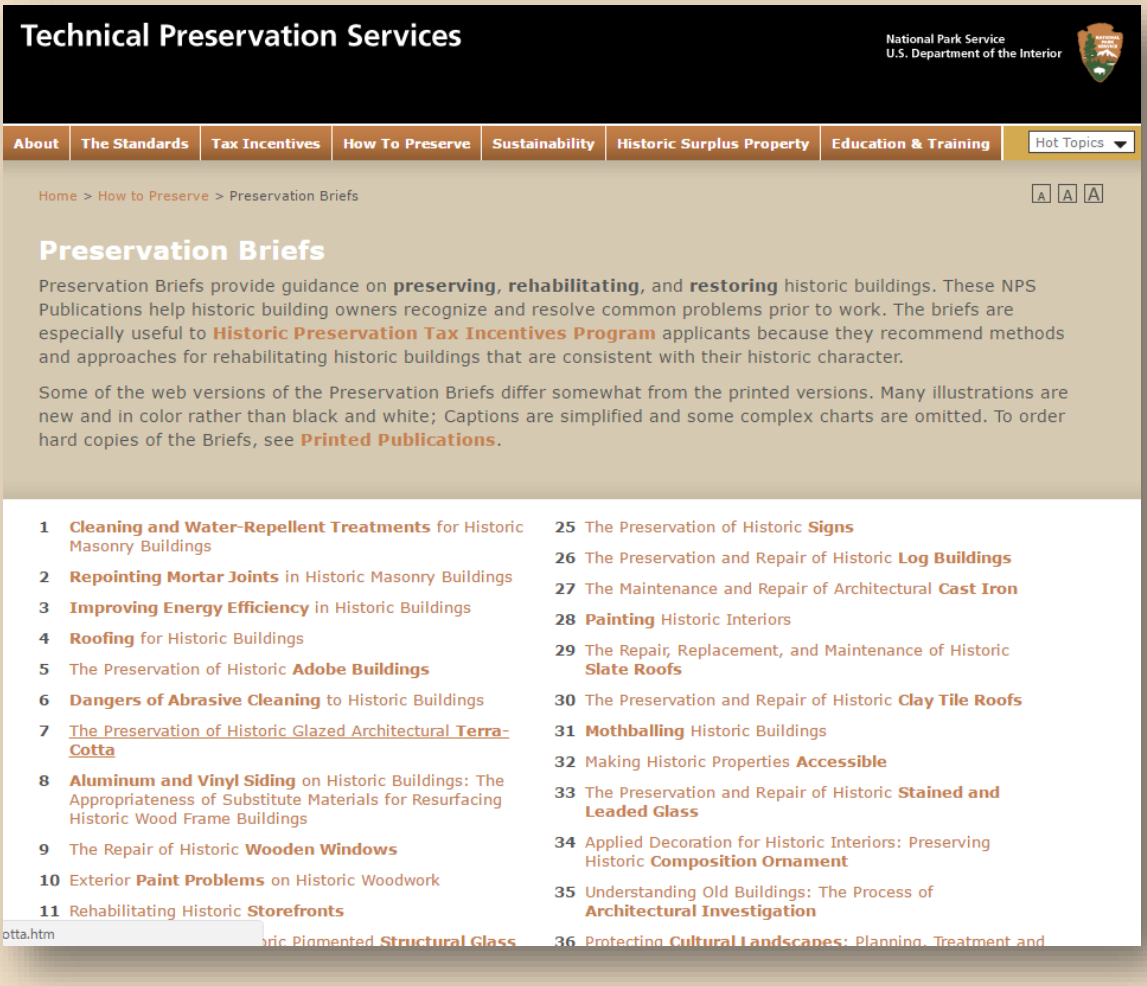


Figure 3 Preservation Briefs from the National Park Service

https://www.nps.gov/tps/education/free-pubs.htm

At the National Park Service web site above, this landing page offers a broad range of program and technical information free of charge. In addition to the publications listed below, single copies of individual Preservation Briefs may be requested.

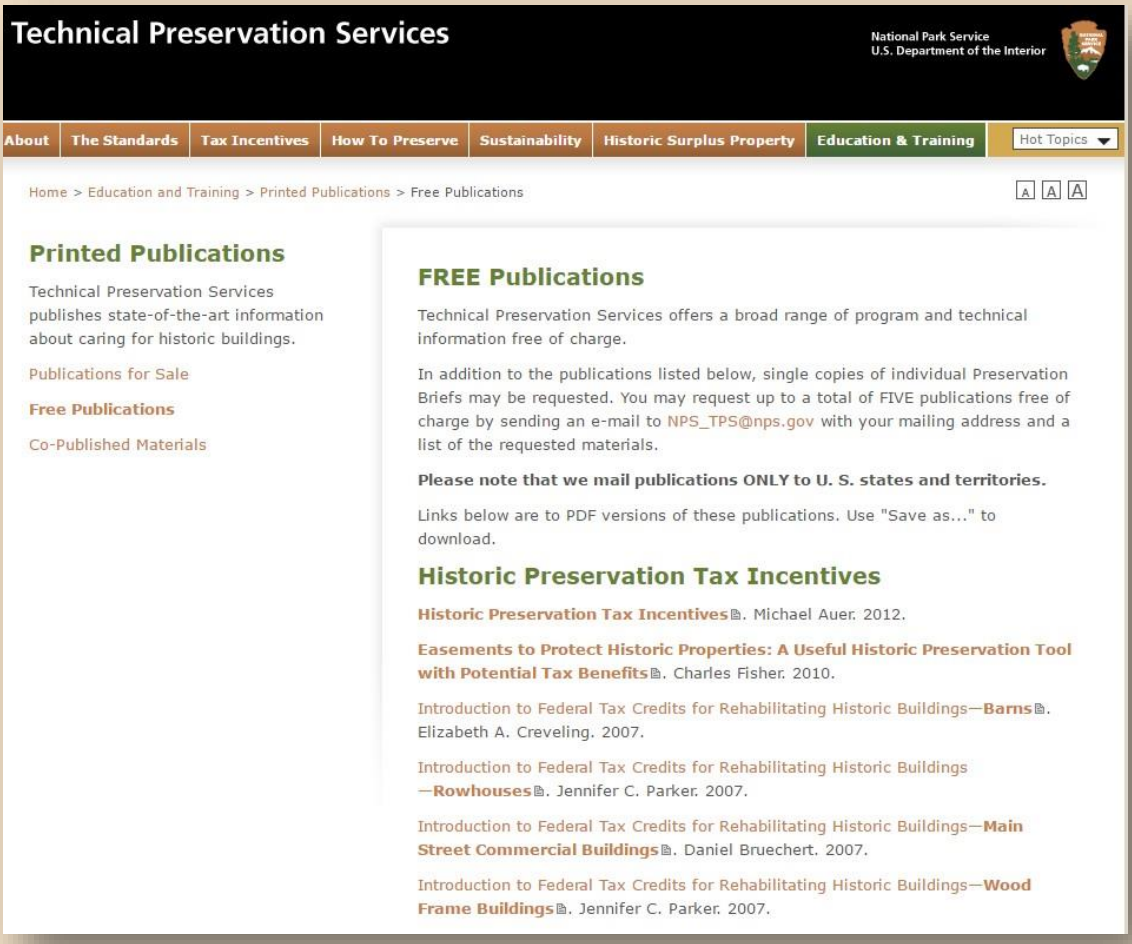
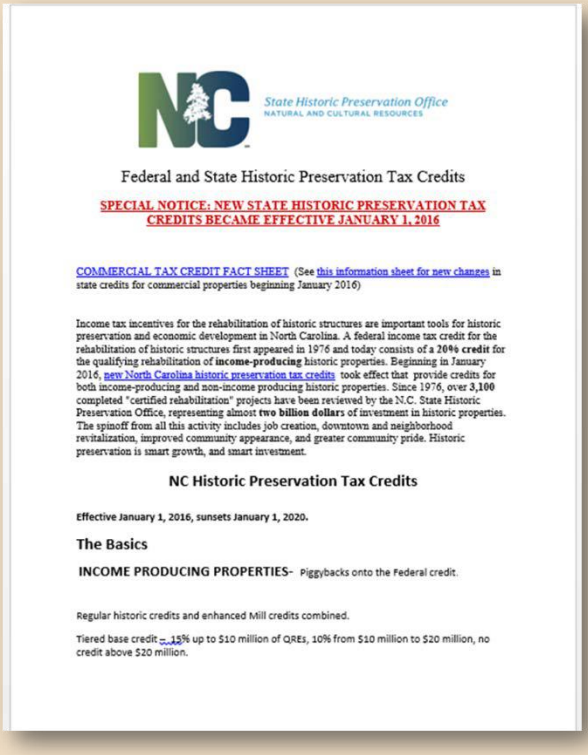


Figure 4 Tax Credits



State Historic Preservation Office
NATURAL AND CULTURAL RESOURCES

Federal and State Historic Preservation Tax Credits

SPECIAL NOTICE: NEW STATE HISTORIC PRESERVATION TAX CREDITS BECAME EFFECTIVE JANUARY 1, 2016

COMMERCIAL TAX CREDIT FACT SHEET (See this information sheet for new changes in state credits for commercial properties beginning January 2016)

Income tax incentives for the rehabilitation of historic structures are important tools for historic preservation and economic development in North Carolina. A federal income tax credit for the rehabilitation of historic structures first appeared in 1976 and today consists of a **20% credit** for the qualifying rehabilitation of **income-producing** historic properties. Beginning in January 2016, new North Carolina historic preservation tax credits took effect that provide credits for both income-producing and non-income producing historic properties. Since 1976, over **3,100** completed "certified rehabilitation" projects have been reviewed by the N.C. State Historic Preservation Office, representing almost **two billion dollars** of investment in historic properties. The spinoff from all this activity includes job creation, downtown and neighborhood revitalization, improved community appearance, and greater community pride. Historic preservation is smart growth, and smart investment.

NC Historic Preservation Tax Credits

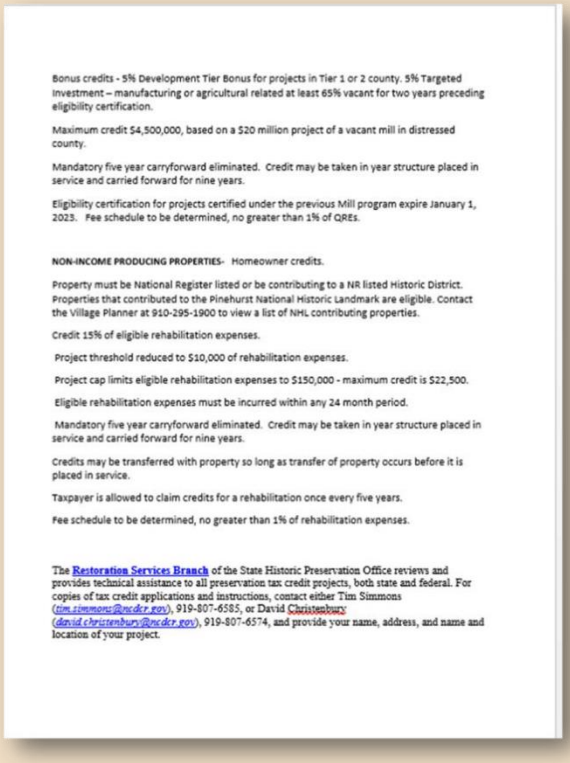
Effective January 1, 2016, sunsets January 1, 2020.

The Basics

INCOME PRODUCING PROPERTIES- Piggybacks onto the Federal credit.

Regular historic credits and enhanced Mill credits combined.

Tiered base credit – 15% up to $10 million of QREs, 10% from $10 million to $20 million, no credit above $20 million.



Bonus credits - 5% Development Tier Bonus for projects in Tier 1 or 2 county. 5% Targeted Investment – manufacturing or agricultural related at least 65% vacant for two years preceding eligibility certification.

Maximum credit $4,500,000, based on a $20 million project of a vacant mill in distressed county.

Mandatory five year carryforward eliminated. Credit may be taken in year structure placed in service and carried forward for nine years.

Eligibility certification for projects certified under the previous Mill program expire January 1, 2023. Fee schedule to be determined, no greater than 1% of QREs.

NON-INCOME PRODUCING PROPERTIES- Homeowner credits.

Property must be National Register listed or be contributing to a NR listed Historic District. Properties that contributed to the Pinehurst National Historic Landmark are eligible. Contact the Village Planner at 910-295-1900 to view a list of NHL contributing properties.

Credit 15% of eligible rehabilitation expenses.

Project threshold reduced to $10,000 of rehabilitation expenses.

Project cap limits eligible rehabilitation expenses to $150,000 - maximum credit is $22,500.

Eligible rehabilitation expenses must be incurred within any 24 month period.

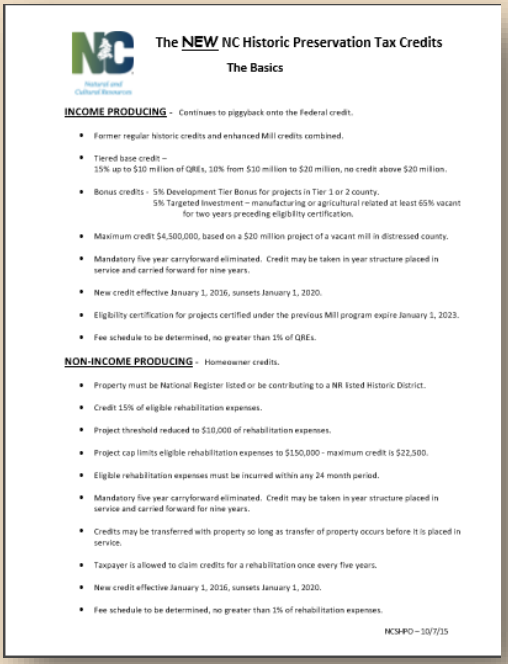
Mandatory five year carryforward eliminated. Credit may be taken in year structure placed in service and carried forward for nine years.

Credits may be transferred with property so long as transfer of property occurs before it is placed in service.

Taxpayer is allowed to claim credits for a rehabilitation once every five years.

Fee schedule to be determined, no greater than 1% of rehabilitation expenses.

The **Restoration Services Branch** of the State Historic Preservation Office reviews and provides technical assistance to all preservation tax credit projects, both state and federal. For copies of tax credit applications and instructions, contact either Tim Simmons (*tim.simmons@ncdcr.gov*), 919-807-6585, or David Christenbury (*david.christenbury@ncdcr.gov*), 919-807-6574, and provide your name, address, and name and location of your project.



The NEW NC Historic Preservation Tax Credits

The Basics

INCOME PRODUCING - Continues to piggyback onto the Federal credit.

- Former regular historic credits and enhanced Mill credits combined.
- Tiered base credit – 15% up to $10 million of QREs, 10% from $10 million to $20 million, no credit above $20 million.
- Bonus credits - 5% Development Tier Bonus for projects in Tier 1 or 2 county. 5% Targeted Investment – manufacturing or agricultural related at least 65% vacant for two years preceding eligibility certification.
- Maximum credit $4,500,000, based on a $20 million project of a vacant mill in distressed county.
- Mandatory five year carryforward eliminated. Credit may be taken in year structure placed in service and carried forward for nine years.
- New credit effective January 1, 2016, sunsets January 1, 2020.
- Eligibility certification for projects certified under the previous Mill program expire January 1, 2023.
- Fee schedule to be determined, no greater than 1% of QREs.

NON-INCOME PRODUCING - Homeowner credits.

- Property must be National Register listed or be contributing to a NR listed Historic District.
- Credit 15% of eligible rehabilitation expenses.
- Project threshold reduced to $10,000 of rehabilitation expenses.
- Project cap limits eligible rehabilitation expenses to $150,000 - maximum credit is $22,500.
- Eligible rehabilitation expenses must be incurred within any 24 month period.
- Mandatory five year carryforward eliminated. Credit may be taken in year structure placed in service and carried forward for nine years.
- Credits may be transferred with property so long as transfer of property occurs before it is placed in service.
- Taxpayer is allowed to claim credits for a rehabilitation once every five years.
- New credit effective January 1, 2016, sunsets January 1, 2020.
- Fee schedule to be determined, no greater than 1% of rehabilitation expenses.

NCSHPO – 10/7/15

APPENDIX J GLOSSARY

Words contained in this Appendix are those having an applied meaning and relative to the purpose of these Guidelines.

Words not listed in this chapter are defined by reference to:

- The latest edition of the *State of North Carolina Building Code,* or if not defined therein,
- The latest edition of Webster's *New International Dictionary*, unabridged.

A

ACCESSORY BUILDING: A building that is located on the same parcel of property as the primary or principal structure and the use of which is incidental to the use of the primary structure. Examples of common accessory buildings include, but are not limited to, carports, carriage houses, garages, storage sheds, cabanas, and pergolas.

ACCESSORY STRUCTURE: Any structure not roofed over and enclosed that is not considered an accessory building, which is incidental to that of the main building. Examples of accessory structures include, but are not limited to, fences, decks, gazebos, arbors, retaining walls, barbeque pits, detached chimneys, tree houses, playground equipment, yard sculpture, etc.

ADDITION (to an existing building): An extension or increase in the floor area or height of an existing structure, including porches and other additions that change the volume, area or building footprint. Additions share a contiguous wall or floor with the existing structure.

AFTER-THE-FACT APPROVAL: Application for approval of work that has already been completed. After-the-fact cases require HPC approval.

ALUMINUM SIDING: Sheets of exterior architectural covering, usually with a colored finish, fabricated of aluminum to approximate the appearance of wooden siding. Aluminum siding was developed in the early 1940s and became increasingly common in the 1950s and 1960s.

APPROPRIATE: Suitable for, or compatible with, a property, based on accepted standards of historic restoration. The appropriateness of a design for new construction is based on its compatibility with nearby properties and with the architectural character of the Historic District.

ARCH: A curved and sometimes pointed structural member used to span an opening. A rounded arch represents classical or Romanesque influence whereas a pointed arch generally denotes Gothic influence.

ASBESTOS SIDING: A dense, rigid board containing a high proportion of asbestos fibers bonded with Portland cement; resistant to fire, flame, or weathering and having a low resistance to heat flow. It is usually applied in large overlapping shingles. Asbestos siding was applied to many buildings in the 1950s.

ASPHALT SHINGLE/SIDING: A shingle or siding manufactured from saturated roofing felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to weather. Asbestos siding sometimes displays designs seeking to imitate brick or stone.

ATM: Self-service machines used by banking customers for financial institutions, including deposits, withdrawals, and fund transfers, without face-to-face contact with financial institution personnel. These machines may be located at or within banks, or in other locations.

AWNINGS: An architectural projection that provides weather protection, identity and/or decoration, and is wholly supported by the building to which it is attached, and is comprised of a lightweight, rigid, or retractable skeleton over which an approved cover is attached.

B

BALUSTRADE: A series of balusters or uprights connected on top by a handrail and sometimes on the bottom by a bottom rail to provide an ornamental and protective barrier along the edge of a stair, roof, balcony, or porch.

BAY: A window or windows built to project outward from an exterior wall. A bay can also refer to an opening or division along the face of a structure. For example, a wall with a door and two windows is three bays wide.

BOARD AND BATTEN: Closely applied vertical boards, the joints of which are covered by vertical narrow wooden strips; usually found on Gothic Revival-style buildings.

BOLLARD: A sturdy, short, vertical post. Although it originally described a post on a ship or quay used principally for mooring boats, the word is now used to describe posts installed to control road traffic and posts designed to prevent ram raiding and car ramming attacks.

BOND: A brick masonry pattern. Masonry bond is essential to brickwork when wire reinforcement is not used.

BRACKET: A projecting support member found under eaves or other overhangs; it may be plain or decorated. Brackets were used extensively in Victorian architecture and gave rise to a style known as Bracketed Victorian.

BRICK VENEER: An outer covering, usually for a wooden frame building, consisting of a single layer of brick attached to the load-bearing walls with ties.

BULKHEAD (as pertains to storefronts): The area below the display windows on the front façade of a commercial storefront.

C

CANOPY TREE: A large tree whose total height and spread at maturity is greater than thirty (30) feet. Species native to the Sandhills of North Carolina include maple, hickory, holly, sweet gum, magnolia, and pine trees.

CEMENTITIOUS BOARD: A material composed of cement, sand, and cellulose fiber; first introduced in the early 20th century as a substitute for slate. Today cementitious board has a variety of uses including exterior siding and roofing.

CERTIFICATE OF APPROPRIATENESS: A document allowing a property owner to proceed with a proposed alteration, demolition, or new construction of a property in a designated area or site, following the determination of the proposal's suitability according to the Design Guidelines.

CHARACTER-DEFINING: A feature or element of a structure that is essential to its architectural or historical significance. Character-defining elements include the overall shape of the structure, its materials, craftsmanship, and decorative details, as well as the various aspects of its site and environment. Examples of features that could be considered character-defining include openings, roofs and related features, projections (porch, balcony, and chimneys), trim, and windows.

CLAPBOARD: Horizontal wooden boards, tapered at the upper end and laid so as to cover a portion of a similar board underneath and to be covered by a similar one above. The exposed face of clapboard is usually less than six (6) inches wide. Clapboard was a common outer face of 19th and early 20th century buildings.

COLONIAL REVIVAL: A style popular in the late 19th and early 20th centuries. The style features a rectangular house shape with a gable roof and overhanging second story; a symmetrically balanced front façade with an accented front entry, often framed by a portico and pediment; and multi-pane, double-hung windows with shutters. Siding is typically clapboard or brick.

COLUMN: A vertical shaft or pillar that supports or appears to support a construction above. In classical architecture, the column has three (3) parts: base, shaft, and capital.

COMPATIBILITY: The state of being harmonious or agreeable when integrated with other elements in a structure or environment.

CONGRUITY: The quality or fact of being in agreement with. As used in the Guidelines, the term refers to a project that corresponds to the historic character of a structure, immediate streetscape, and the Historic District. A design that is appropriate and harmonious to the existing environment.

CONTEXT: The overall relationship of the building to its surroundings.

CORNICE: An ornamental molding, usually of wood or plaster, running around the walls of a room just below the ceiling; the molding forming the top member of a door or window frame; or the exterior trim of a structure at the meeting of the roof and the wall. In classical architecture, the upper projecting section of an entablature.

COTTAGE STYLE: The style of a small, quaint house, historically found in rural or semi-rural locations. Characteristics include a sloping, uneven roof with

with steep gables; prominent brick or stone chimneys; small dormer windows and casement windows small panes; and clapboard, brick, stone or stucco siding.

CRAFTSMAN BUNGALOW STYLE: An early 20th Century style that grew out of the arts and crafts movement of the 19th century. The basic characteristics are long, low profiles; overhanging bracketed eaves; wide, engaged porches with square, squat brick piers supporting wood posts; gabled dormers and four-over-one or six-over-one sash windows. Siding is typically brick, stone, or stucco.

CRESTING: Ornamental ironwork used to embellish the ridge of a gable or the upper cornice of a mansard roof.

CUPOLA: A small structure built on top of a roof or building to complete a design and to provide a source of light and a means of ventilation. The structure can be square or spherical in shape with a mansard or conical roof.

D

DECK: An uncovered porch, usually at the rear of a building; popular in modern residential design.

DEMOLITION: The razing or destruction, whether entirely or in significant part, of the exterior of a building, structure, or site. Demolition includes the removal of a building or structure from its site or the removal, stripping, concealing, or the destruction of the façade or any significant exterior architectural features which are integral to the character of the resource, for whatever purpose, including new construction or reconstruction.

DORMER: A structure projecting from a sloping roof usually housing a window (or windows) or a ventilating louver.

E

EAVE: The lower edge of a roof extending beyond the exterior wall.

ELEVATION: A scaled drawing that illustrates the view of a side of a building.

ENTABLATURE: In classical architecture, the horizontal members immediately above the column capitals; divided into three major parts or layers: architrave (bottom), frieze (middle), and cornice (top).

F

FAÇADE: The exterior face of a building.

FEDERAL REVIVAL STYLE: A revival of the architectural style popular from the Revolution through the early 19th century. The style is characterized by a hipped roof with prominent end chimneys; fanlights and side lights framing the front door; and six-on-six or twelve-on-twelve windows with shutters. Buildings are of brick or wood construction.

FENESTRATION: The arrangement of windows and doors and their openings in a building.

FINIAL: A formal ornament at the top of a canopy, gable, pinnacle, street light, etc.

FRANCHISE ARCHITECTURE: A building design that is trademarked, branded, or easily identified with a particular chain or corporation and is ubiquitous in nature.

FRONT YARD: A yard across the full width of the lot, extending from the farthest projection of the structure including, but not limited to, steps, eaves, porches, terraces or patios (excluding, however, steps and overhangs permitted to project into the front yard) to the front property and/or right-of-way line.

G

GABLE: The vertical triangular portion of the end of a building having a double sloping roof, from the level of the cornice or eaves to the ridge of the roof.

GAMBREL ROOF: A gable roof with two slopes of different pitch on either side of the ridge. The slopes that meet at the ridge have a shallower pitch.

GEORGIAN REVIVAL STYLE: A revival of the prevailing 18th century style in Great Britain and the Colonies. The characteristics are a square symmetrical shape with paired chimneys; a centered front door framed by a decorative crown and pilasters; and nine-on- nine or twelve-on-twelve windows. Siding is typically brick.

HIPPED ROOF: A roof that slopes upward from all four sides of the building, requiring a hip at each corner.

H

H

HIPPED ROOF: A roof that slopes upward from all four sides of the building, requiring a hope at each corner.

HUMAN SCALE: A combination of qualities in architecture or the landscape that provides an appropriate relationship to human size, enhancing rather than diminishing the importance of people.

L

LIGHT: A pane of glass.

LINTEL: A beam of wood or stone that spans an opening; in masonry construction it frequently supports the masonry above the opening.

M

MANSARD ROOF: A roof with two slopes on all four sides, the lower one being much steeper than the upper.

MANUFACTURED STONE: A contemporary manufactured material that resembles stone and is uniform in color and substance throughout the block.

MASS: The volume or physical bulk of a building, as defined by its length, width, and height. Mass also refers to the size and shape of a structure relative to others in the immediate proximity.

MEETING RAIL: A horizontal divider between the upper and lower sashes of a double hung window.

MOLDING: A decorative band having a constant profile or having a pattern in low relief, generally used in cornices or as trim around windows, doors and other openings.

MULLION: A vertical member dividing a window area, such as two casements, and forming a part of a window frame.

MUNTIN: A divider in a window. Muntins fix the lights of a window into position and determine the number of sidelights.

MUTED COLOR: A color that has tinted, subdued shades and is not bright or reflective. Muted colors are less intense in hue and often lighter in value.

N

NEIGHBORHOOD: An area of a community with characteristics that distinguish it from other areas and may be identified by distinct aesthetic, architectural, landscape, or historic characteristics.

O

OFF-STREET PARKING SPACE: A space which is designated for parking or temporary storage of one automobile, and is located outside of the dedicated street right-of-way.

ORIGINAL: A term designating a structure, including its elements, features, and details, at the time it was constructed. In fact, very few buildings in the Pinehurst Historic District are original. As the term is used in the Guidelines, it refers to features of a building that have been in place for a significant period of time.

P

PEDIMENT: A triangular gable bounded on all sides by a continuous cornice. This form is characteristic of classical architecture.

PILASTER: A flat or half-round decorative member applied to a wall suggesting a column; sometimes called an engaged column.

PORTICO: A small entrance porch or covered walk consisting of a roof supported by open columns.

PRIMARY STRUCTURE: The main structure on a lot in which the principal use of that lot is conducted, i.e. a residence if the property is residential.

PROPORTION: A harmonious relationship between structures or parts of structures with respect to comparative size, quantity, or degree. An effect of harmony and balance is achieved when the architectural elements of a structure are in proportion to each other and to the structure as a whole.

Q

QUEEN ANNE/VICTORIAN STYLE: One of a variety of eclectic styles introduced into British and American architecture during the reign of Queen Victoria (1837-1901). The characteristics of the Queen Anne style include a steep gable or hipped roof with dormers; a rambling asymmetrical silhouette often with turrets, towers, balconies, and verandas; and decorative accents on gable ends, eaves and overhangs. Windows are often

accented with stained glass. Siding can be mixed in a single structure.

QUOIN: Ornamental blocks of wood, stone, brick, or stucco placed at the corners of a building and projecting slightly from the front of the façade.

R

RIDGE: The horizontal line of meeting of the upper slopes of a roof.

RIGHT-OF-WAY: An area owned or maintained by the Village, the State of North Carolina, a public utility, a railroad, or a private concern for the placement of such utilities and/or facilities for the passage of vehicles or pedestrians, including roads, pedestrian walkways, utilities, or railroads.

S

SASH: Any framework of a window; it may be movable or fixed; it may slide in a vertical plane (as in a double-hung window) or may pivot (as in a casement window).

SCALE: The relationship of a building to those around it.

SETBACK: The minimum distance from the property line to the farthest projection of the exterior face of buildings, walls, or any other form of construction (i.e. decks, landings, terraces, porches, and patio on grade). Setbacks for buildings within a block or neighborhood should be consistent to maintain the character of the neighborhood.

SHEET METAL: A flat rolled-metal product, rectangular in cross-section and form; when used as a roofing material, usually terne- or zinc-plated.

SHUTTER DOG: A tie-back used to keep shutters in an open position.

SIDE YARD: An open space on the same lot with a building (steps, eaves, and uncovered porches, terraces, and patios are considered part of the main building), and the side line of the lot extending through from the front building line to the rear yard or to the rear line of the lot, where no rear yard is required.

SOFFITT: The exposed undersurface of any overhead component of a building, such as an arch, balcony, beam, cornice, lintel, or vault.

STREETSCAPE: The distinguishing character of a particular street within a pedestrian's view as created by the dimensions and materials of the road and walkways, the design of street furniture, the setback, spacing, and scale of structures, their architectural features and materials, and the presence of vegetation (especially trees) along the curb or sidewalk.

STRING COURSE: A decorative horizontal band on the exterior wall of a building. Such a band, either plain or molded, is usually formed of brick or stone.

STUCCO: An exterior finish, usually textured, composed of Portland cement, lime, and sand mixed with water. Older-type stucco may be mixed from softer masonry cement rather than Portland cement. SURROUND: The border or casing of a window or door opening, sometimes molded.

T

TERRA COTTA: Hard unglazed fired clay, used for ornamental work and roof and floor tile; also fabricated with a decorative glaze and used a surface finish for buildings in the Art Deco style.

TERNE: An alloy coating that was historically made of lead and tin used to cover steel, in the ratio of 20% tin and 80% lead. Until the year 2012, lead had been replaced with the metal zinc and was used in the ratio of 50% tin and 50% zinc.

TEXTURE: The physical material and architectural features and details of a building that create character; also the fabric of a building, structure, or town, connoting an interweaving of component parts.

TRANSOM: A glazed panel above a door or a storefront, sometimes hinged to be opened for ventilation at ceiling level.

V

VILLAGE CENTER: The original commercial center of Pinehurst.

VINYL CLAD/ALUMINUM CLAD: The exterior cladding of wooden window frames and sashes and of wooden doors with factory- finished vinyl or aluminum.

VINYL SIDING: Sheets of thermal, plastic compound made from chloride or vinyl acetates, as well as

some plastics made from styrene and other chemicals, usually fabricated to resemble clapboard, posts, or rails.

W

WATER TABLE: The plain or molded ledge or projection of an exterior wood wall, usually at the first floor level, that protects the foundation from rain running down the wall of a building. In masonry buildings, the water table refers to the belt course that differentiates the foundation from the exterior wall.

1895

VILLAGE OF

PINEHURST

Historic District Guidelines Update

May 9, 2017

Historic District Guidelines - Update

Topics Covered in Presentation

- Update Committee, Guideline Development Process and History of HPC Standards and Guidelines
- Organization of Guidelines
- Potential Issues for Village Council to Explore
- Questions

Historic District Guidelines - Update

Update Committee Members

Jim Lewis, HPC Chairman

Jack Farrell, HPC Vice-Chairman

Judy Davis, HPC Member

Molly Gwinn, HPC Member

Jim McChesney, HPC Member

Amanda Jacoby, HPC Member

Leo Santowasso, P&Z Member

Christine Dandeneau, Architect

Kevin Drum, Resident/Business Owner

Wayne Haddock, Homebuilder

Staff

Alex Cameron, Planner

Gwendy Hutchinson, Administrative Assistant

Historic District Guidelines - Update

- Update committee met for over a year and conducted in excess of two dozen meetings to review and make changes to the current Standards and Guidelines (S&G).
- These meetings resulted in over 50 hours spent in the meetings and countless hours outside of the formal meetings conducting research and compiling changes to the various draft versions of the Guidelines.
- Result is a much better organized set of guidelines that are easy to follow.
- The Guidelines also address several areas such as New Construction which were not covered in the current Standards and Guidelines.

Historic District Guidelines - Update

History of HPC Standards and Guidelines

- Recommended by the Historic Preservation Commission - July 6, 2006 and September 18, 2006
- Adopted by Village Council – September 26, 2006
- Amended – June 20, 2012
- Amended – August 20, 2013
- Amended – September 11, 2013

Historic District Guidelines - Update

Organization of Draft Historic District Guidelines

I. Introduction
II. Historic District Guidelines Overview
III. Changes to Existing Residences
IV. Residential New Construction
V. Changes to Existing Commercial Structures
VI. Commercial New Construction
VII. Site Features
VIII. Relocation or Demolitions
IX. Parks and Public Spaces

Appendices A-J (List of References)

Historic District Guidelines - Update

Potential Issues for Village Council to Explore

- Section VII., “Fences and Walls”, Paragraph, A.4.c., indicates that “Solid wood fences are not permitted in the Historic District”. The PDO currently permits solid wood fences. (Pg. 44) Additionally, the design standard for wood shadow box fences requires a minimum thickness of ¾” nominal. The PDO contains no minimum thickness.
- Section VII., “Site Features”, Paragraph, D.2., indicates that “Above ground swimming pools are not permitted in the Historic District”. The PDO currently permits seasonal above ground pools and these temporary uses would not be allowed in the Historic District. (Pg. 46)
- These two items are brought to Council’s attention since the PDO has been amended in recent years to accommodate these uses.

Historic District Guidelines - Update

Questions?

ORDINANCE #17-06:

AN ORDINANCE ADOPTING THE HISTORIC DISTRICT GUIDELINES FOR THE VILLAGE OF PINEHURST.

THAT WHEREAS, the Village Council of the Village of Pinehurst first adopted the Local Historic District Standards and Guidelines on September 26, 2006 to be the guide by which the Village Planner and the Historic Preservation Commission evaluate applications for Certificates of Appropriateness; and

WHEREAS, the Guidelines may be amended from time to time as circumstances and the best interest of the community require; and

WHEREAS, the Historic District Guidelines Revisions Committee spent countless hours reviewing and revising the current guidelines using their expertise to make the Guidelines more user-friendly and succinct; and

WHEREAS, the Village Council, after considering all of the proposed revisions, has decided that it is in the best interest of the Village of Pinehurst and the property owners in the Historic District that the new Village of Pinehurst Historic District Guidelines be adopted.

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of the Village of Pinehurst, North Carolina in a work session assembled on the 9th day of May, 2017, as follows:

SECTION 1. That the Pinehurst Village Council hereby adopts the Village of Pinehurst Historic District Guidelines (Attachment A) as presented on May 9, 2017.

SECTION 2. That the Village Council does hereby rescind, repeal, and declare null and void all sections of all historic standards which are in conflict with the provisions of the new Historic District Guidelines.

SECTION 3. That the Village of Pinehurst Historic District Guidelines shall be and remain in full force and effect from and after the 9th day of May, 2017.

S**ECTION 4.** Adopted this 9th day of May, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Roy Fiorillo, Mayor

DRAFT

Attest:

_____
Lauren M. Craig, Village Clerk

Approved as to Form:

_____
Michael J. Newman, Village Attorney

DRAFT

DISCUSS A POTENTIAL TRIANGLE J COUNCIL OF GOVERNMENTS (COG) TRI-CITIES PLANNING PROJECT.

ADDITIONAL AGENDA DETAILS:

FROM:
Jeff Sanborn

DATE OF MEMO:
5/4/2017

MEMO DETAILS:
The mayors and managers of Pinehurst, Southern Pines and Aberdeen wish to establish a framework within which we can discuss issues of mutual interest. Most notably, such issues are likely to be in the areas of transportation infrastructure, compatible zoning and compatible development standards. The Triangle J Council of Governments has agreed to moderate this effort and provide any planning staff capacity they have that would be appropriate to the task for the price of membership in the Triangle JCOG. They have suggested running this as a test for two years. Annual Triangle J COG dues for Pinehurst would be $6,288.

ATTACHMENTS:

	Description
🗋	Triangle J COG Aberdeen Pinehurst Southern Pines Member Service
🗋	CORE- tri-cities project example

Aberdeen, Pinehurst, and Southern Pines Joint TJCOG Opportunity

Triangle J Council of Governments (COG) has a long history of delivering high-quality, results-oriented projects that bring together multiple local government partners to tackle complex issues. As a voluntary association without taxing and regulatory authority that is driven by its local government members, Triangle J COG is a neutral party that can bring expertise to bear on critical issues.

Overview

Triangle J Council of Governments could facilitate a two-year member-driven technical assistance project serving Aberdeen, Pinehurst, and Southern Pines and other interested local governments, dedicating 100% of member assessments from participating jurisdictions to this effort. Participating communities would also be able to take advantage of all other member benefits. This opportunity could involve coordination of leadership initiatives, providing technical assistance to staff on a particular focus area, or other work as needed. The opportunity would serve as a pilot opportunity for Aberdeen, Pinehurst and Southern Pines to join 37 other local governments in Triangle J COG membership.

Areas of Expertise

Triangle J COG has staff with extensive experience and strong relationships in transportation, water resources, housing affordability, greenways and trails, services for aging citizens, alternative fueled vehicles and infrastructure, emergency management, healthy and active living planning and public management.

The Center Of the Region Enterprise (CORE) work group is one example of a project facilitated by Triangle J that is focused on specific local governments with specified deliverables. This group, consisting of elected officials and staff from each community, was brought together in 2002 to identify opportunities for new development in a 60-square mile area that includes portions of six local jurisdictions. A planning effort established a framework to make development decisions in a consistent fashion across the local governments, and since then the group continues to meet quarterly to collaborate on opportunities and issues as they arise.

Process and Deliverables

For the proposed Aberdeen, Pinehurst and Southern Pines project, Triangle J COG staff would work with local partners to identify a range of potential focus issues, select a preferred issue(s), define a detailed scope, constitute and administer any oversight and technical teams, undertake activities defined in the scope, develop draft deliverables, conduct review and revisions, and create final products. Focus issues may relate to land use/development, zoning coordination, transportation, water capacity or quality, recreation, and more, but would be driven by the member governments of Aberdeen, Pinehurst and Southern Pines.

Additionally, as part of the pilot, Triangle J Council of Government Executive Director, Lee Worsley, would work with local government managers in Moore County to set up and facilitate a regular Moore County Managers meeting. Allowing local government managers to meet and discuss issues of interest and importance on a regular schedule.

Budget Framework

As an example, if Moore County, Pinehurst, Southern Pines and Aberdeen partnered to select and undertake a project, a two-year effort would be funded as shown below. The funding is figured on the Triangle J Council of Governments' member assessment structure, which is $0.39 per capita.

Budget Framework	FY18	FY19
Pinehurst	$6,288	$6,288
Southern Pines	$5,250	$5,250
Aberdeen	$2,870	$2,870
Total Member Contributions	**$14,408**	**$14,408**

Center Of the Region Enterprise

Overview

Mission

Bring together elected leaders and regional partners to:

- share information about development, infrastructure and green space plans and projects along the border between Wake and Durham Counties;
- provide guidance to staff on development, infrastructure and green space issues; and
- initiate projects, programs and agreements to address these issues.

Value

The Work Group is a convenient opportunity for elected officials and senior planning staff to address issues of mutual interest and develop projects, programs and agreements to address these issues.

Description

The CORE Communities Work Group:

- is a vehicle for communication and cooperation among its members and partners;
- may initiate projects to address issues of mutual interest;
- consists of up to 2 representatives from each member jurisdiction, appointed by the governing boards of member jurisdictions;
- is an independent work group, not a committee of the Triangle J Council of Governments;
- relies on the planning directors or their designees to serve as liaisons between jurisdictions and with each community's elected officials and staff;
- meets quarterly at the Triangle J Council of Governments with host responsibilities rotating among the member jurisdictions.

Partners

Member jurisdictions of the Work Group are Durham City, Durham County, Raleigh, Cary, Morrisville and Wake County. Membership in the Work Group is distinct from participation in specific projects or agreements that might arise from Work Group discussions. Partner organizations that have participated in projects include the Research Triangle Foundation, the region's two Metropolitan Planning Organizations, Triangle Transit, Chatham County and the Raleigh-Durham Airport Authority.

Accomplishments

- ❑ Improved communication about projects and plans affecting neighboring communities.
- ❑ Agreements detailing eventual annexation and utility service area boundaries.
- ❑ The Center Of the Region Enterprise (CORE) project, workshop report and design guidelines.
- ❑ The CORE Pedestrian, Bicycle and Greenspace Network Plan.
- ❑ Geographic Information System mapping and data layers of development projects and facilities.

Management and Administration

The Work Group is guided by its members. Representatives are appointed by their respective jurisdictions to the Work Group. Responsibility for chairing Work Group meetings rotates among the membership. The planning directors of the member jurisdictions have primary responsibility for Work Group activities; these responsibilities, which may be designated to a staff member, include:

- providing primary guidance on projects undertaken by the Work Group,
- communicating with one another about plans and projects that affect neighboring jurisdictions,
- communicating with their elected officials and staff about work group meeting schedules and agendas – including host community responsibilities, and
- following through on guidance or requests provided by the Work Group elected officials.

Meetings are arranged by the Triangle J Council of Governments staff and held at the COG office. The COG staff also work with the planning directors or their designees on agenda items and to notify their elected officials and appropriate staff about the meetings.

Background

The genesis of the work group was a desire to determine rational annexation and utility service areas for Durham City, Raleigh, Durham County and Wake County along the Wake-Durham county line north of I-40. Work group discussions led to the development of three types of agreements:

- an interlocal cooperation agreement among the member jurisdictions of the work group;
- an annexation agreement between the City of Durham and the City of Raleigh; and
- a model three-party utility agreement that can be used to establish the conditions of utility provision between a city (e.g. Durham or Raleigh), a county (Wake or Durham) and a developer.

Work group members found the discussions productive and have continued meeting to share information about development and infrastructure projects near the county line and community plans related to development, transportation networks and facilities, green space and other infrastructure.

The Work Group initiated the Center Of the Region Enterprise (CORE) project to take a longer-term, comprehensive look at development, mobility and green space opportunities in the region's center; the CORE Workshop Report remains the framework for CORE activities. The Research Triangle Foundation and MPOs were added to the Work Group because of their central role in development and infrastructure in the CORE area. GoTriangle, NC DOT, RDU, Chatham County and organizations such as the Regional Transportation Alliance often participate in meetings, which are open to all.