



**VILLAGE COUNCIL  
AGENDA FOR REGULAR MEETING OF FEBRUARY 28, 2023  
ASSEMBLY HALL  
395 MAGNOLIA RD. PINEHURST, NC 28374  
PINEHURST, NORTH CAROLINA  
4:30 PM**

1. Call to Order.
2. Invocation by Rod Stone from Community Presbyterian and Pledge of Allegiance led by Mayor Strickland
3. Reports:  
    Manager  
    Council
4. Motion to Approve Consent Agenda.

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

- A. Approval of Village Council Meeting Minutes  
    February 14, 2023, Council Regular Meeting Minutes  
    February 14, 2023, Council Work Session Minutes
- B. Resolution Honoring Eric Von Salzen (HPC)

End of Consent Agenda.

5. Motion to Recess the Regular Meeting and enter into Public Hearing #1
6. Public Hearing No.1 - Pinehurst Resort Cottages at No. 8  
    The purpose of the hearing is to consider an Official Zoning Map Amendment for approximately 14.56 acres of Moore County PID# 20000655. This proposed map amendment would zone the property from R-30 – Medium Density Residential District to H-CD – Hotel Conditional District. The proposed rezoning and associated General Concept Plan would allow for development of five (5) four-bedroom and four (4) eight-bedroom lodging units at Pinehurst Resort Course No. 8.
7. Motion to Adjourn Public Hearing #1 and Re-enter the Regular Meeting
8. Discuss and Consider Ordinance #23-02 Zoning Map Amendment  
    The purpose of this agenda item is to discuss and consider Ordinance #23-02 for a proposed zoning map amendment for Moore County Parcel ID# 2000655 from R-30 (Residential District) to H-CD (Hotel Conditional District).
9. Discuss and Consider a Special Intensity Allocation for 35 Trotter Hills Circle (Medical Office)
10. Discuss and Consider a Special Intensity Allocation for 65 Trotter Hills Circle (Veteran's Guardian Parking Lot)

11. Financial Statements for the Quarter Ended December 31, 2022
12. FY2023 Projected Year-End Financial Results and Budget Amendment
13. Ordinance 23-07 Budget Amendment for Stormwater Drainage & Intersection Enhancements
14. Q2 Update on the Status of the FY 2023 Strategic Operating Plan
15. Discuss and Consider Final FY23 Walkway Construction Locations
16. Other Business.
17. Comments from Attendees.
18. Motion to Adjourn.

*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: Service, Initiative, Teamwork, and Improvement.*



**COUNCIL  
ADDITIONAL AGENDA DETAILS:**

**ATTACHMENTS:**

Description

- ▣ 2023 Key Partners and Collaborators



| Council Member to Report | Partners & Collaborators                               |
|--------------------------|--------------------------------------------------------|
| John Strickland          | Convention and Visitors Bureau                         |
|                          | FirstHealth                                            |
|                          | *Moore County, NC - Rotating                           |
|                          | Moore County Transportation Committee                  |
|                          | NCDOT/TARPO                                            |
|                          | *Neighborhood Advisory Committee - Rotating            |
|                          | *North Carolina - Rotating                             |
|                          | Partners in Progress                                   |
|                          | Pinehurst Resort                                       |
| Patrick Pizzella         | *Moore County, NC - Rotating                           |
|                          | NCDOT/TARPO                                            |
|                          | *Neighborhood Advisory Committee - Rotating            |
|                          | *North Carolina - Rotating                             |
|                          | Partners in Progress                                   |
|                          | Tri-Cities Work Group (Pinehurst, So. Pines, Aberdeen) |
| Jane Hogeman             | Beautification Committee                               |
|                          | Chamber of Commerce                                    |
|                          | *Moore County, NC - Rotating                           |
|                          | *Neighborhood Advisory Committee - Rotating            |
|                          | *North Carolina - Rotating                             |
|                          | Pinehurst Business Partners                            |
|                          | Tri-Cities Work Group (Pinehurst, So. Pines, Aberdeen) |
| Lydia Boesch             | Bicycle and Pedestrian Advisory Committee              |
|                          | Convention and Visitors Bureau                         |
|                          | *Moore County, NC - Rotating                           |
|                          | *Neighborhood Advisory Committee - Rotating            |
|                          | *North Carolina - Rotating                             |
| Jeff Morgan              | FirstHealth                                            |
|                          | *Moore County, NC - Rotating                           |
|                          | Moore County Schools                                   |
|                          | *Neighborhood Advisory Committee - Rotating            |
|                          | *North Carolina - Rotating                             |
|                          | Triangle J. COG                                        |





**APPROVAL OF VILLAGE COUNCIL MEETING MINUTES**  
**ADDITIONAL AGENDA DETAILS:**

February 14, 2023, Council Regular Meeting Minutes  
February 14, 2023, Council Work Session Minutes

**FROM:**

Kelly Chance

**CC:**

Jeff Sanborn and Village Council

**DATE OF MEMO:**

2/21/2023

**MEMO DETAILS:**

The minutes for the February 14th Council Regular and Work Session are attached for Council review and proposed approval.

**ATTACHMENTS:**

Description

- ☐ February 14, 2023, Council Regular Meeting (draft)
- ☐ February 14, 2023, Council Work Session (draft)



**VILLAGE COUNCIL  
MINUTES FOR REGULAR MEETING OF FEBRUARY 14, 2023  
ASSEMBLY HALL  
395 MAGNOLIA ROAD  
PINEHURST, NORTH CAROLINA  
4:30 PM**

The Pinehurst Village Council held a Regular Meeting at 4:30 p.m., Tuesday February 14, 2023, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. John C. Strickland, Mayor  
Mr. Patrick Pizzella, Mayor Pro Tem  
Ms. Lydia Boesch, Councilmember  
Mr. Jeff Morgan, Councilmember  
Ms. Jane Hogeman, Councilmember  
Mr. Jeffrey M. Sanborn, Village Manager  
Ms. Kelly Chance, Village Clerk

And approximately 16 attendees, including 9 staff and 1 press

**1. Call to Order.**

Mayor Strickland called the Village Council meeting to order.

**2. Reports:**

**Village Manager**

- Mr. Jeff Sanborn, Village Manager, reported our new Finance Director, Dana Van Nostrand, started this week

**Village Council**

- Mayor Strickland stated he received a letter from the Chief Executive of the Arbor Day Foundation congratulating the Village on earning recognition as a 2022 Tree City USA. He reported the NPS 2022 Integrity and Conditions Study was presented last week, and the results were favorable and helpful on guiding us in maintaining our landmark status. He stated the Village Manager, and he attended a NCDOT dinner and annual meeting, which focused on issues related to Division 8. He noted State Legislative delegates were in attendance to hear about the needs of our region.
- Mayor Pro Tem Pizzella stated he attended the beautification committee and said it was great to see our residents so good at keeping up our village. He reported he, Mayor Strickland, and Councilmember Boesch attended a zoom course with the UNC School of government which offered a couple of courses, one on land use planning and one on conflict management. He noted there will be a Keep Moore County Beautiful cleanup on February 18<sup>th</sup> from 10-12 on Linden and Foxfire. He reported he attended a TARPO meeting via zoom where Metropolitan planning organizations were discussed. Finally, he stated he attended the Partners in Progress meeting where they went over potential development plans and introduced Darren Burich to their staff.
- Councilmember Hogeman stated she attended the Beautification Committee where an extensive calendar for the year was share of the plantings coming up throughout the year. She reported she also attended the Feb. 9<sup>th</sup> meeting of the Moore

County Board of Commissioners. She noted they have set up 8 or 10 task forces consisting of two commission members each to cover such things as budget, land use, law enforcement, solid waste, water and sewer, and other matters, to help aid in their planning process for the year.

- Councilmember Morgan had nothing to report.
- Councilmember Boesch reported that residents should know that Pinehurst is on the National Register of Historic Places as well as is special in that it is also a designated Landmark district. She noted there are more than 90,000 listings on the National Registry, of which only 2600, or 3%, are designated as Landmark districts.

### **3. Motion to Approve Consent Agenda.**

**All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.**

- A. Approval of Village Council Meeting Minutes
  - January 24, 2023, Council Regular Meeting
  - January 24, 2023, Council Work Session
  - January 24, 2023, Council Closed Session
- B. Budget Amendments Report

#### **End of Consent Agenda.**

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Pizzella, Council unanimously approved the Consent agenda by a vote of 5-0.

### **4. Discuss and Consider Resolution 23-03 Appointing Roxanne Vaitkus to the Pinehurst Historic Preservation Commission.**

Village Manager Jeff Sanborn reported there are currently three vacancies on the Historic Preservation Commission and interviews have occurred of many high-quality candidates to fill these positions. He noted two of those selected will be presented tonight for consideration. Mr. John Taylor, Chair of the Historic Preservation Commission provided an overview of the interview panels comments and acknowledged his full support of the two candidates being presented for approval.

Ms. Roxanne Vaitkus provided Council with an overview of her experience and thanked the Council for their consideration of her as a candidate to serve.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Morgan, Council unanimously approved Resolution 23-03, appointing Roxanne Vaitkus to the Pinehurst Historic Preservation Commission for a term starting February 15, 2023, and expiring January 31, 2025, by a vote of 5-0.

### **5. Discuss and Consider Resolution 23-04 Appointing Karl Ecker to the Pinehurst Historic Preservation Commission.**

Village Manager Sanborn and Historic Preservation Commission Chair, John Taylor, presented Council with their recommendation to appoint Karl Ecker to serve in the second vacant seat. Mr. Ecker was unable to attend and will address Council at a later date.

Upon a motion by Councilmember Morgan, seconded by Councilmember Boesch, Council unanimously approved Resolution 23-04, appointing Karl Ecker to the Pinehurst Historic Preservation Commission for a term starting February 15, 2023, and expiring January 31, 2025, by a vote of 5-0.

### **6. Discuss and Consider Resolution 23-05 Appointing a Finance Officer (Dana Van Nostrand).**

Village Manager Sanborn reported with the hiring of a new Finance Director for the Village, staff is recommending Council remove Sheila Edmonds, who was serving as interim, and appointing Dana Van Nostrand, as the Village Finance Officer. Ms. Van Nostrand provided Council with an overview of her experience and thanked Council for the opportunity to work with the Village.

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Resolution 23-05, appointing Dana Van Nostrand as Finance Officer, by a vote of 5-0.

**7. Discuss and Consider Resolution Amending the Village of Pinehurst Fees and Charges Schedule.**

Village Manager Sanborn stated every year staff solicits input from all departments on what they would like to see changed with the policy that governs fees and charges administered across the staff. He noted Doug Willardson, Assistant Village Manager of Administration would present Council with the suggested amendments to this policy.

Mr. Willardson presented changes to the policy as:

- Fire department fee changes to cover the cost of the reinspection's that are increasing each year, and fee increase for fire sprinklers and detection systems inspections
- Non-conforming use certificate fee creation
- Elimination of the door-to-door Peddling and Solicitation fee
- Solid Waste fee increase for refuse totes
- Fair Barn usage fees increase

Upon a motion by Councilmember Hogeman, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Resolution 23-01, amending the Village of Pinehurst fees and charges schedule, effective July 1, 2023, as presented and identified as exhibit A, by a vote of 5-0.

**8. Discuss and Consider Changes to the Policy on the Administration of the Position Classification and Pay Plan.**

Angie Kantor, Human Resources Director, presented Council with a request to hire fire and police cadets to help with recruitment of Public Safety hires. She noted these cadets would be paid a lesser amount while attending the corresponding academies, which the Village would pay for. She stated upon completion of the academies and achieved certifications, the cadets would be bumped up to full pay and asked to sign an agreement that they would stay with the Village for a determined amount of time. She stated this would help bridge the gap in our current and future needs.

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Resolution 23-02, amending the Village of Pinehurst policy on administration of the position classification and pay plan, effective February 14, 2023, as presented and identified as Attachments A and B, by a vote of 5-0.

**9. Other Business**

During other business, Mayor Pro Tem Pizzella suggested Council consider some sort of Community Conversation opportunities throughout the year to allow for more interaction with residents. Mr. Pizzella also presented information on resident requests he received on the addition of traffic circle signage and golf-cart striping ideas for the downtown area.

**10. Comments from Attendees**

- Judy Kemp addressed Council on concerns about the prolonged safety risks associated with the introduction of 5G in our area.

**11. Motion to Adjourn.**

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 6:30 p.m.

Respectfully Submitted,

Kelly Chance,  
Village Clerk

*A videotape of this meeting is located on the Village website: [www.vopnc.org](http://www.vopnc.org)*

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**VILLAGE COUNCIL  
MINUTES FOR WORK SESSION OF FEBRUARY 14, 2023  
ASSEMBLY HALL  
395 MAGNOLIA ROAD  
PINEHURST, NORTH CAROLINA  
4:30 PM**

The Pinehurst Village Council held a Work Session Meeting at 6:40 p.m., Tuesday, February 14, 2023, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. John C. Strickland, Mayor  
Mr. Patrick Pizzella, Mayor Pro Tem  
Ms. Lydia Boesch, Councilmember  
Mr. Jeff Morgan, Councilmember  
Ms. Jane Hogeman, Councilmember  
Mr. Jeffrey M. Sanborn, Village Manager  
Ms. Kelly Chance, Village Clerk

And approximately 11 attendees, including 7 staff and 1 press

**1. Call to Order.**

Mayor Strickland called the Village Council meeting to order.

**2. Timeline Review of FY2024-2028 Initiative Action Plan Items**

Matthew McKirahan, Organizational Performance Director, presented Council with a revised timeline following a request by Mayor Pro Tem Pizzella to revisit the priorities set out in the FY2024 Strategic Planning Retreat Process. Mr. McKirahan stated there seemed to be a Council desire, at least as voiced by a few of the Councilmembers, to change the priority and thus investment in some projects versus others given current events over the last few months.

Council consensus was to move the relocation of the Public Services Complex forward two years, to have the design phase in FY2026, and to have staff run the numbers in the budget plan, and report back on its feasibility.

**3. Discuss Formation of an M.P.O.**

Village Manager Sanborn reported that the most recent census data for Southern Moore County, made up largely of Pinehurst, Southern Pines, Aberdeen, Taylortown, Whispering Pines, and Pine Bluff, has met the threshold to be called an urbanized zone, with a population of fifty thousand within a certain Geographic footprint. He stated because we now meet that threshold, we have an obligation or opportunity to start up a municipal planning organization to perform transportation related planning for the immediate, largely municipal, or largely urbanized zone. He noted that given the fact that it's a multi-jurisdictional problem, the idea is to start up this organization that represents the interests of all the local governments to have jurisdiction within that geographical area.

Mr. Sanborn reported this organization would be governed by a board appointed in accordance with the original charter of the

organization. He stated we would need to define what the geographic area is, work with all the local governments to create a charter, develop the structure and voting procedures, and he noted this process should begin soon as we are over the time allotted to begin the organization upon learning we have crossed the threshold. He stated there are requirements and expectations this organization would be responsible for, including the development of a comprehensive transportation plan.

Councilmember Hogeman and Mayor Pro Tem Pizzella expressed concerns and whether the organization is required, and why the Village should spearhead the project. Mr. Sanborn reported on the details and requirements of the M.P.O. and will bring more detail at a future meeting.

**4. Other Work Session Items.**

Under other work session items, Council discussed the potential to move the current library facility to a new location, with Mr. Sanborn offering potential locations. Council will continue to hear more information as the architectural design is completed and needs for land size are decided upon.

Councilmember Hogeman provided Council with a report on the information given during the new County Task Force meetings on water, sewer, and land use.

Council requested to begin the reworking process for the Neighborhood Advisory Committee. Mr. Sanborn reported we will bring an update at the next work session.

**5. Potential Future Agenda Items.**

No potential future agenda items were presented.

**6. Adjournment.**

Upon a motion by Councilmember Boesch, seconded by Councilmember Morgan, Council unanimously approved to adjourn the work session at 7:20 p.m., by a vote of 5-0.

Respectfully Submitted,

Kelly Chance,  
Village Clerk

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**RESOLUTION HONORING ERIC VON SALZEN (HPC)**  
**ADDITIONAL AGENDA DETAILS:**

**FROM:**

Kelly Chance

**CC:**

Jeff Sanborn and Village Council

**DATE OF MEMO:**

2/21/2023

**MEMO DETAILS:**

This resolution is being submitted to honor Mr. Eric Von Salzen for his time served on the Historic Preservation Commission.

**ATTACHMENTS:**

Description

- Resolution 23-06 Honoring Eric Von Salzen (HPC)

**RESOLUTION 23-06:**

**A RESOLUTION HONORING THE SERVICE OF MR. ERIC VON SALZEN TO THE  
VILLAGE OF PINEHURST HISTORIC PRESERVATION COMMISSION**

**THAT WHEREAS,** the Village Council of Pinehurst, North Carolina, wishes to acknowledge and express its appreciation to Mr. Eric Von Salzen for his dedicated service to the citizens of Pinehurst as a member of the Pinehurst Historic Preservation Commission; and

**WHEREAS,** Mr. Von Salzen was appointed to the Historic Preservation Commission on January 1, 2019, and served continuously and faithfully from that time; and

**WHEREAS,** Mr. Von Salzen was instrumental in the efficient operation of the Historic Preservation Commission, always conducting the Village's business in a courteous, professional manner; and

**WHEREAS,** Mr. Von Salzen was involved in many decisions affecting the character of the community, each time exhibiting sound judgement and concern for the health, safety and welfare of the Village of Pinehurst, and its important historic qualities, in his decision-making process; and

**WHEREAS,** Mr. Von Salzen was instrumental in revising the Village of Pinehurst Historic District Guidelines, adopted in 2019.

**WHEREAS,** Mr. Von Salzen played a key leadership role on significant projects within the Village of Pinehurst Historic.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of Pinehurst, North Carolina, in a regular meeting assembled this 28<sup>th</sup> day of February 28, 2023, as follows:

**SECTION 1.** That the Village Council hereby expresses on behalf of the citizens of Pinehurst, deep appreciation, and gratitude for the gifts of time, ability, and determination given as a member of the Historic Preservation Commission.

**SECTION 2.** That the Village Manager is hereby directed to have a copy of this Resolution presented to Mr. Von Salzen as a token of our gratitude.

**THIS RESOLUTION** passed and adopted this 28<sup>th</sup> day of February 2023.

(Municipal Seal)

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

By: \_\_\_\_\_  
John C. Strickland, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Kelly Chance, Village Clerk

\_\_\_\_\_  
Michael J. Newman, Village Attorney





**PUBLIC HEARING NO.1 - PINEHURST RESORT COTTAGES AT NO. 8**  
**ADDITIONAL AGENDA DETAILS:**

The purpose of the hearing is to consider an Official Zoning Map Amendment for approximately 14.56 acres of Moore County PID# 20000655. This proposed map amendment would zone the property from R-30 – Medium Density Residential District to H-CD – Hotel Conditional District. The proposed rezoning and associated General Concept Plan would allow for development of five (5) four-bedroom and four (4) eight-bedroom lodging units at Pinehurst Resort Course No. 8.

**FROM:**

Alex Cameron

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

1/26/2023

**MEMO DETAILS:**

Please see the attached items related to this public hearing.

**ATTACHMENTS:**

Description

- ☐ Staff Report
- ☐ Rezoning Application
- ☐ Narrative
- ☐ Neighborhood Meeting Report
- ☐ General Concept Plan
- ☐ Cottage Renderings
- ☐ RCW Report



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## PLANNING AND INSPECTIONS DEPARTMENT STAFF MEMO

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**To:** Mayor Strickland and Village Council  
**From:** Alex Cameron, Planning Supervisor  
**CC:** Jeff Sanborn, Village Manager  
**Date:** February 21, 2023  
**Subject:** Staff Report for Conditional District Rezoning request for (+/- 14.56 acres)  
Parcel ID# 2000655 currently address as 100 Centennial Blvd.

*This staff memo supplements the Department's staff report and analysis by Alfred Cassidy, Senior Planner dated January 25, 2023. Please see that staff report (included in NovusAgenda for the February 2, 2023 Planning and Zoning Board Regular Meeting and attached) for a more detailed description of the proposal and General Concept Plan.*

|                           |                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant:</b>         | Bob Koontz, PLA<br>Principal, Koontz Jones Design                                                                                                                                                                                                                                                                                                                                              |
| <b>Owner:</b>             | Pinehurst Acquisition Corporation/The Resorts of Pinehurst, Inc. (PCC)                                                                                                                                                                                                                                                                                                                         |
| <b>Current Zoning</b>     | R-30 (Residential District) is established as a district in which the principal use of land is for medium-density residential uses. This district is further intended to discourage any use which would be detrimental to the predominately medium-density residential nature of the areas included within this district. This zoning permits 30,000 square foot residential development lots. |
| <b>Proposed Zoning:</b>   | H-CD (Hotel Conditional District) is established as a district in which the principal use of land is for hotels and their associated villas or cottages. This district is intended to provide lodging facilities for visitors while minimizing any adverse impact on neighboring residential areas.                                                                                            |
| <b>Current Land Use:</b>  | Undeveloped Land (vacant).                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Proposed Land Use:</b> | Lodging.                                                                                                                                                                                                                                                                                                                                                                                       |

## **Request**

The applicant requests an official zoning map amendment for a conditional district zoning of 14.65 acres of land currently zoned R-30 to H-CD (Hotel – Conditional District). The Pinehurst Resort and Country Club (PRCC) is seeking to expand lodging guestroom offerings, through the construction of nine (9) golf cottages, with a total of 52 sleeping rooms, located on the Number 8 Golf Course. Of the nine cottages, five (5) will be four (4) bedroom cottages and the remaining four (4) cottages will be eight (8) bedrooms. Development of the cottages will occur in two phases of construction.

The proposed development would occur in two phases. Phase 1 will include a total of 5 cottages, three of which are Type 1 (4-bedroom cottages) and two which are Type 2 (8-bedroom cottages). Phase 2 will include a total of 4 cottages, two Type 1 (4-bedroom cottages) and the other two Type 2 (8-bedroom cottages).

The proposed conditional district map amendment would still allow accommodation of all the existing uses on the property as it would only apply the proposed zoning classification to this specific area to allow for the proposed cottages and uses as indicated in the submitted materials.

Included with this conditional district rezoning request is the application for rezoning, conditional district narrative, General Concept Plan (GCP), proposed architectural character elevations, existing conditions map and aerial, environmental site assessment, and the neighborhood meeting report.

## **Background**

### **TRC Review**

After the applicant made their initial submission to the Village, the application and supplemental material was distributed to the Technical Review Committee (TRC) for review. The TRC issued comments to the applicant and the applicant provided additional/revised material and an updated GCP. The TRC is comfortable with the proposal moving forward as a conceptual design and understands a more detailed design and construction drawings will be required to be reviewed by the TRC, if approved by Village Council, prior to development.

### **Planning and Zoning Board Review**

The Planning and Zoning Board held a public hearing on February 2, 2023 and unanimously recommended approval of the proposed amendment with the following conditions recommended by staff and after deliberations of the Board at the meeting.

1. In lieu of providing a Class 2 vegetative buffer, the Applicant shall retain existing vegetation along residential properties at a minimum width of 20’.
2. The building height of the proposed cottages shall not exceed 35’ in height.

The applicant, as required by North Carolina General Statutes, agreed to the proposed conditions

The Planning and Zoning Board also found the request to be consistent with the 2019 Village of Pinehurst Comprehensive Long Range Plan (see attached statement of consistency).

## **Proposed Conditions**

The applicant has not requested any specific conditions either to lax or further impose any development standards in the Pinehurst Development Ordinance (PDO). The GCP itself, if approved, will become a site specific development plan and therefore a condition of approval of the proposed map amendment.

## **Comprehensive Plan Consistency**

Guiding Principle #5: Taking Care of Business in the 2019 Comprehensive Plan states that that the Village should support the golf, tourism and healthcare industries that make up the economic backbone of the community by encouraging entrepreneurship, supporting diverse and innovative businesses, and developing a thriving arts, culture, and entertainment market. It also states that the Village should encourage a variety of shopping, dining, and cultural opportunities for residents and visitors alike.

Page 176 of the 2019 Comprehensive Plan states that golf and tourism are two of the most important industries in Pinehurst in terms of employment, land use and reputation. It is important to support the Resort and other businesses that cater to these industries in order to maintain Pinehurst's identity as a premiere golf and hospitality destination. Further, there are opportunities to diversify the types of attractions, businesses and amenities available to golf enthusiasts and in or order to stay attractive to the industry, Pinehurst will need to adapt to meet the needs and desires of players and fans of golf.

The subject area is identified on the Conservation and Growth Map on page 62 of the 2019 Comprehensive Plan as "Suburban Neighborhood" which is largely based on the underlying zoning (R-30). The area surrounding the subject location is under common ownership and identified as "Private Open Space" (Pinehurst Resort Course No. 8). If the proposed zoning map amendment were approved, the Conservation and Growth Map would also be amended to "Private Open Space".

As the majority of the area surrounding the proposal is currently zoned RD, labeled as Private Open Space on Conservation and Growth Map, under the same private ownership and operated as part of Pinehurst Resort Course No. 8, and helping to support the golf and tourism industry while minimizing adverse impacts on neighboring residential areas, staff believes the proposal is consistent with the goals of the 2019 Comprehensive Plan. Achieving goals in accordance with the Comprehensive Plan and other planning documents of the Village is considered reasonable and in the best interest of the public.

## **Staff Recommendation**

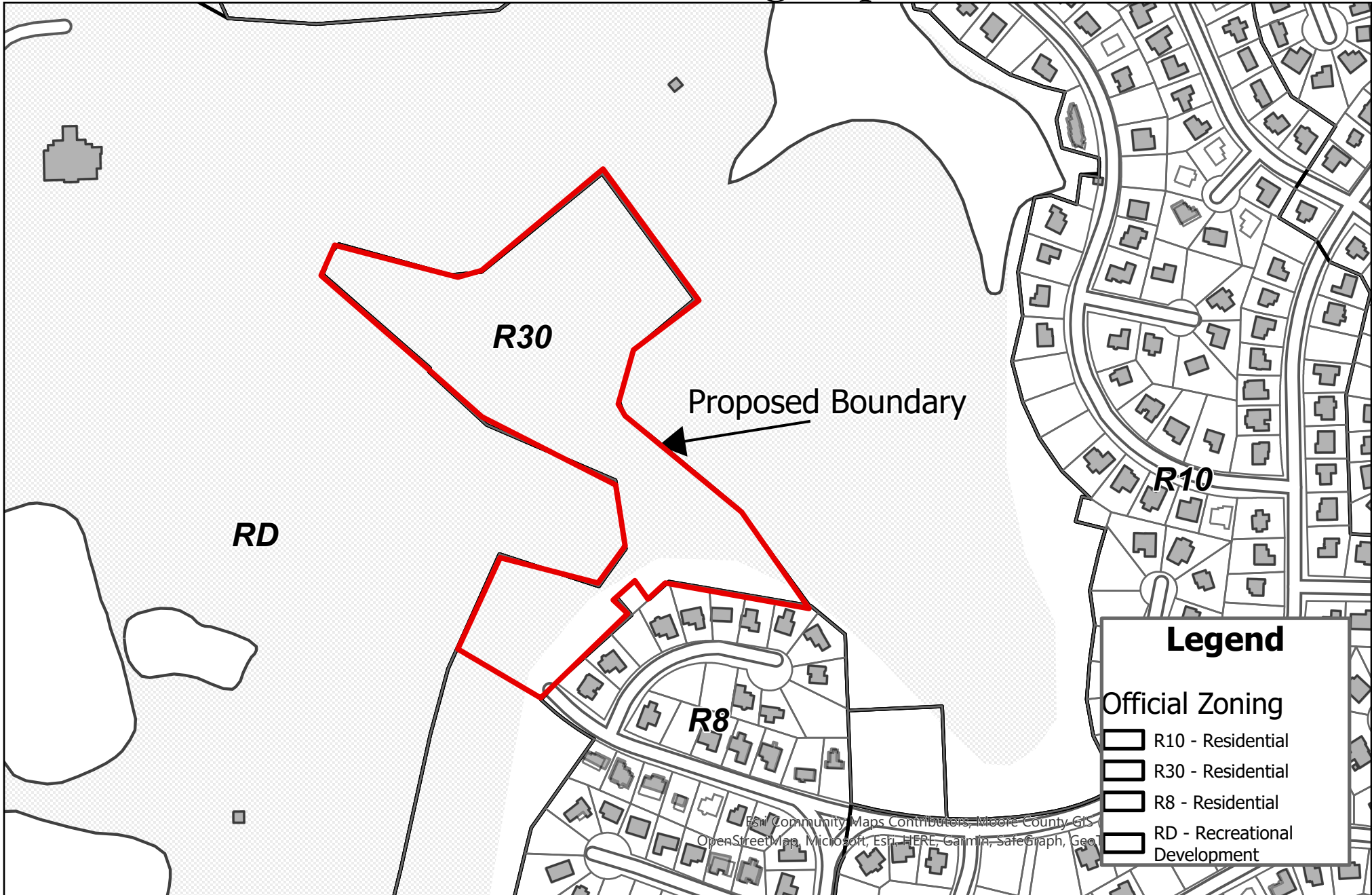
Planning staff recommends approval of the rezoning request for PID # 20000655 to H – CD (Hotel - Conditional District) with the conditions recommended by the Planning and Zoning Board.

- 1. In lieu of providing a Class 2 vegetative buffer, the Applicant shall retain existing vegetation along residential properties at a minimum width of 20'.*
- 2. The building height of the proposed cottages shall not exceed 35' in height.*

## **Attachments:**

- Area Zoning Map
- Aerial Map
- Hearing Notification Packet
- Planning and Zoning Board Staff Report
- Signed Planning and Zoning Board Comprehensive Plan Consistency Statement

# Area Zoning Map



0 500 1,000 Feet

Village of Pinehurst Disclaimer: It is understood that the data contained herein is subject to constant change and that its accuracy cannot be guaranteed. The maps have been created from information provided by various government and private sources at various levels of accuracy. The data is provided to you "as is" with no warranty, representation or guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the information provided herein. It is the responsibility of the user of the data to be aware of the data's limitations and to utilize the data in an appropriate manner. Any resale of this data is strictly prohibited in accordance with North Carolina General Statutes 132-10. Grid is based on North Carolina State Plane Coordinate System NAD83 (feet).

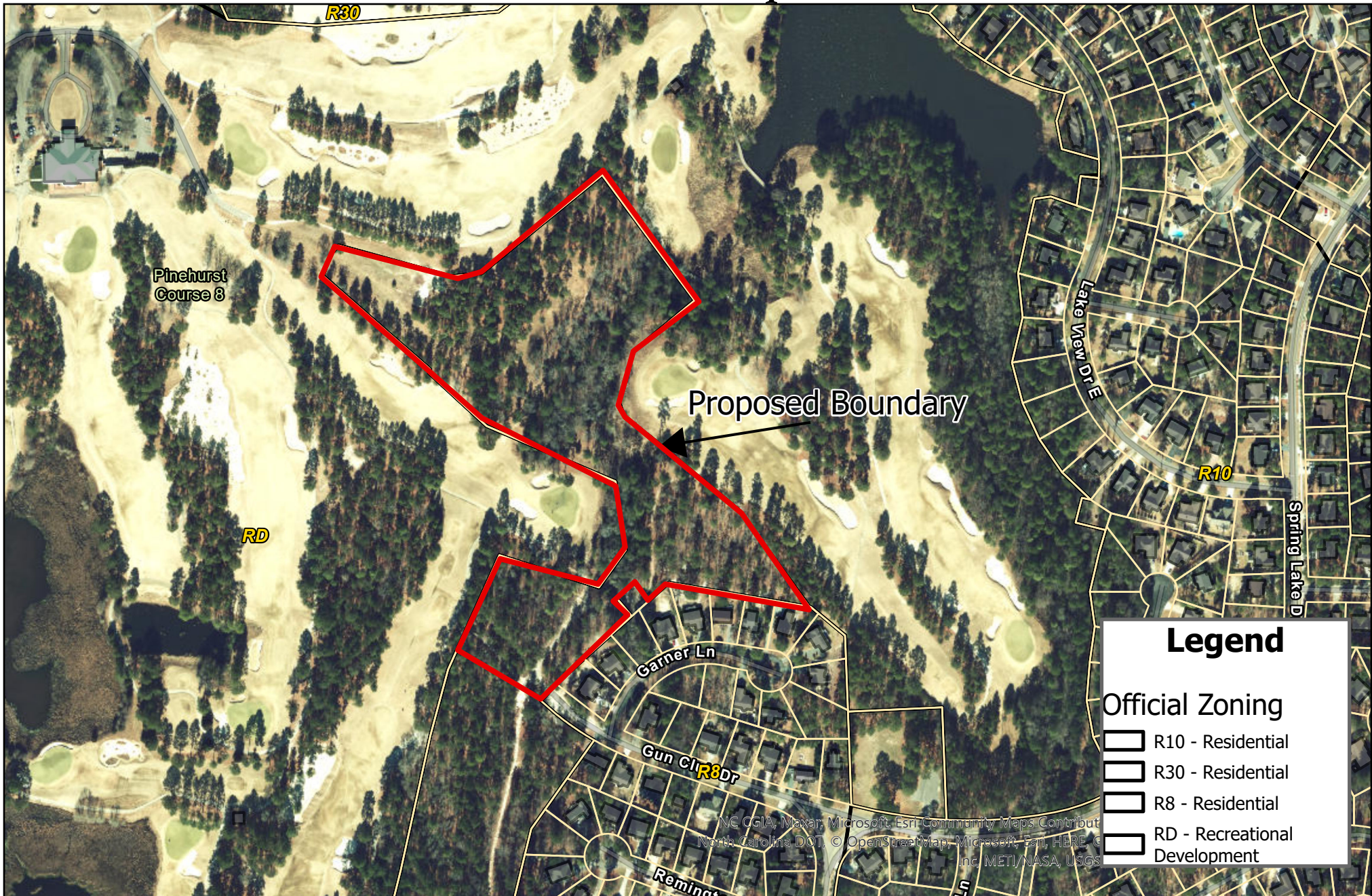
1/27/2023

## Pinehurst No. 8 Cottages Conditional District Rezoning





# Aerial Map



Village of Pinehurst Disclaimer: It is understood that the data contained herein is subject to constant change and that its accuracy cannot be guaranteed. The maps have been created from information provided by various government and private sources at various levels of accuracy. The data is provided to you "as is" with no warranty, representation or guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the information provided herein. It is the responsibility of the user of the data to be aware of the data's limitations and to utilize the data in an appropriate manner. Any resale of this data is strictly prohibited in accordance with North Carolina General Statutes 132-10. Gnd is based on North Carolina State Plane Coordinate System NAD83 (feet).

1/27/2023

## Pinehurst No. 8 Cottages Conditional District Rezoning







HISTORY, CHARM, AND SOUTHERN HOSPITALITY\_\_\_\_\_

## **NOTICE OF PUBLIC HEARING VILLAGE OF PINEHURST**

### **Dear Property Owner:**

The Village of Pinehurst Village Council will be holding a Public Hearing on Tuesday, February 28th, 2023 at 4:30 pm in Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, N.C.

Members of the Village Council and Staff will be participating at Village Hall 395 Magnolia Rd. Pinehurst, North Carolina. The meeting will be streamed in real-time on the Village's website, at [www.vopnc.org/live](http://www.vopnc.org/live), for public viewing/listening and video-recorded for future reference.

The purpose of the hearing is to consider an Official Zoning Map Amendment for approximately 14.56 acres of Moore County PID# 20000655. This proposed map amendment would zone the property from R-30 – Medium Density Residential District to H-CD – Hotel Conditional District. The proposed rezoning and associated General Concept Plan would allow for development of five (5) four-bedroom and four (4) eight-bedroom lodging units at Pinehurst Resort Course No. 8.

Additional information on the above item is available for public review at the Planning and Inspections Department, Village Hall, 395 Magnolia Road, Pinehurst, North Carolina, Monday through Friday from 8:30 AM to 5:00 PM. Information on this request will also be made available the week of the meeting on the Village of Pinehurst's Novus Agenda website at <https://pinehurst.novusagenda.com/agendapublic/>.

All persons wishing to be heard or comment on this proposal can attend this meeting during the public hearing at Village Hall.

FARRISH, PATRICIA A  
35 GARNER LANE  
PINEHURST,NC,28374

THE G M THOMPSON FAMILY  
PO BOX 3513  
PINEHURST,NC,28374

STAAB, JOSEPH J  
5 WEEBURN PL  
PINEHURST,NC,28374

SMITH, ANGEL BRASWELL  
5 GARNER LN  
PINEHURST,NC,28374

RUPERT, MEAGHAN MARIE  
45 GARNER LANE  
PINEHURST,NC,28374

PINEHURST ACQUISITION CORP  
PO BOX 4000  
PINEHURST,NC,28374

GRAHAM, GLENDA J  
65 GARNER LN  
PINEHURST,NC,28374

FLINCHUM, CRAIG P  
55 GARNER LN  
PINEHURST,NC,28374

ELY, THOMAS M  
205 BRIARDALE AVE  
CARY,NC,27519-2829

PINEHURST, INC  
PO BOX 4000  
PINEHURST,NC,28374-4000

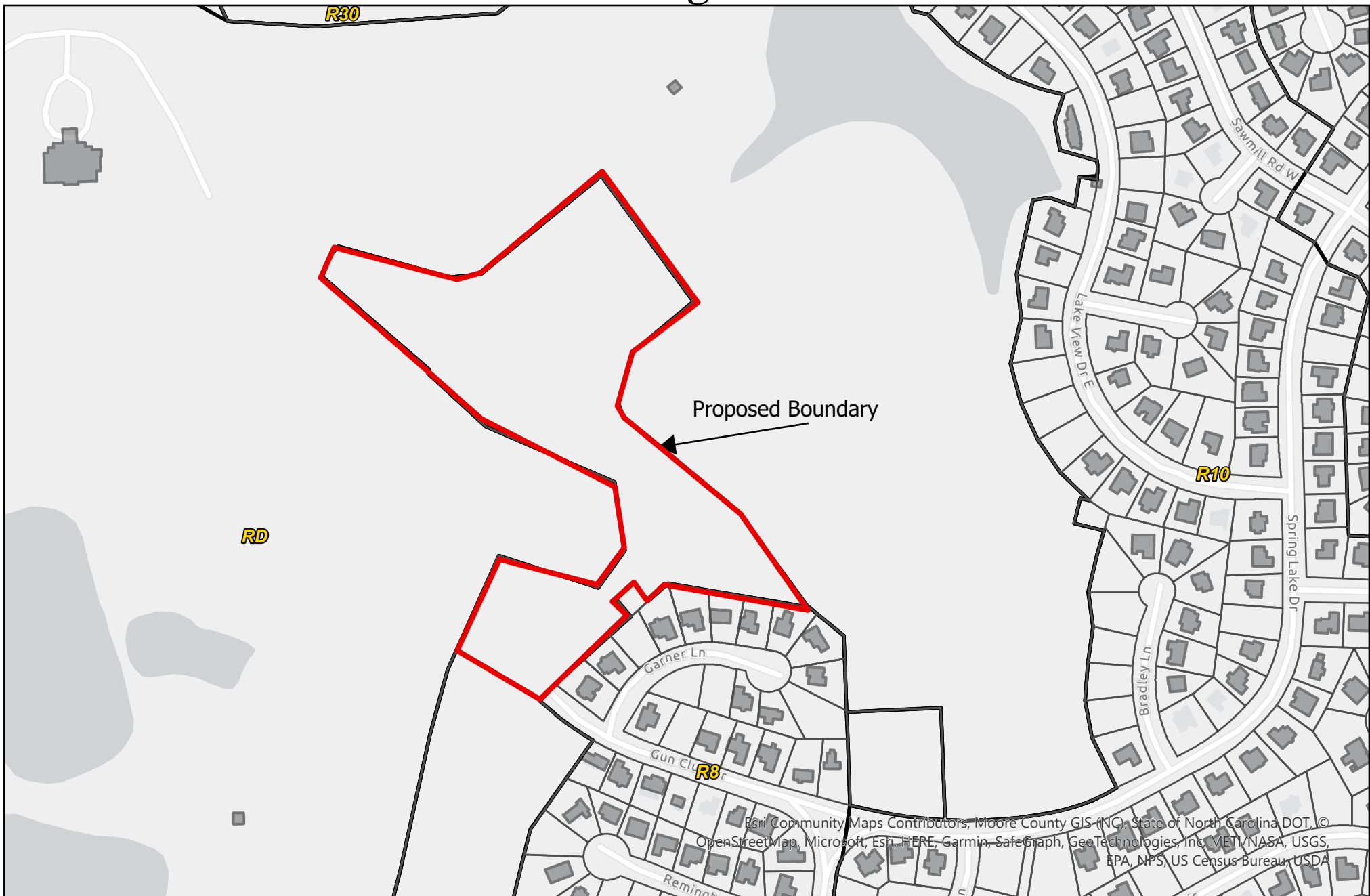
DODDS, MICHAEL SCOTT  
95 SCOTT RD  
PINEHURST,NC,28374-9206

MOORE COUNTY  
PO BOX 905  
CARTHAGE,NC,28327-0905

THOMPSON, GUY M  
PO BOX 3513  
PINEHURST,NC,28374



# Public Hearing Notification



## Pinehurst No. 8 Cottages Conditional District Rezoning





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## PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

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**To:** Planning and Zoning Board  
**From:** Alfred Cassidy, Senior Planner  
**CC:** Alex Cameron, Planning Supervisor  
Darryn Burich, Planning & Inspections Director  
Maria Carpenter, Planner  
Shannon Konstantinou, Administrative Specialist  
**Date:** January 25, 2023  
**Subject:** Staff Report for Conditional District Rezoning request for (+/- 14.56 acres)  
Parcel ID# 2000655 currently address as 100 Centennial Blvd

|                           |                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant:</b>         | Pinehurst Resort and Country Club                                                                                                                                                                                                                                                                                                                                                              |
| <b>Owner:</b>             | Pinehurst Acquisition Corporation.                                                                                                                                                                                                                                                                                                                                                             |
| <b>Current Zoning</b>     | R-30 (Residential District) is established as a district in which the principal use of land is for medium-density residential uses. This district is further intended to discourage any use which would be detrimental to the predominately medium-density residential nature of the areas included within this district. This zoning permits 30,000 square foot residential development lots. |
| <b>Proposed Zoning:</b>   | H-CD (Hotel Conditional District) is established as a district in which the principal use of land is for hotels and their associated villas or cottages. This district is intended to provide lodging facilities for visitors while minimizing any adverse impact on neighboring residential areas.                                                                                            |
| <b>Current Land Use:</b>  | Undeveloped Land (vacant).                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Proposed Land Use:</b> | Lodging.                                                                                                                                                                                                                                                                                                                                                                                       |

**Request:**

The applicant requests an official zoning map amendment for a conditional district zoning of 14.65 acres of land currently zoned R-30 to H-CD (Hotel – Conditional District). The Pinehurst Resort and Country Club (PRCC) is seeking to expand lodging guestroom offerings, through the construction of nine (9) golf cottages, with a total of 52 sleeping rooms, located on the Number 8 Golf Course. Of the nine cottages, five (5) will be four (4) bedroom cottages and the remaining four (4) cottages will be eight (8) bedrooms. Development of the cottages will occur in two phases of construction.

According to the General Concept Plan, Phase 1 will include a total of 5 cottages. Three of the cottages are Type 1 (4-bedroom cottages) and two of the cottages are Type 2 (8-bedroom cottages). Phase 2 will include a total of 4 cottages. Two of the cottages are Type 1 (4-bedroom cottages) and the other two cottages are Type 2 (8-bedroom cottages).

Per the application, the main goal for this proposal, is to provide a more private lodging opportunity for resort guests. The proposed cottages will be the first type of this development on all PRCC properties within the Village.

The proposed conditional district map amendment would still allow accommodation of all the existing uses on the property as it would only apply the proposed zoning classification to this specific area to allow for the proposed cottages and uses as indicated in the submitted materials.

Included with this conditional district rezoning request is the application for rezoning, conditional district narrative, General Concept Plan, proposed architectural character elevations, existing conditions map and aerial, environmental site assessment, and the neighborhood meeting report.

A General Concept Plan is required as part of a Conditional District rezoning application and if approved, the plan then becomes a site-specific zoning plan and a condition of the rezoning. Any substantial changes to an approved General Concept Plan as stated in Section 6.2.3 (B) of the Pinehurst Development Ordinance (PDO) shall be reviewed by the Planning and Zoning Board and approved or denied by the Village Council. All other changes to an approved General Concept Plan that are not substantial and do not alter the basic development concept may be approved by the Village Planner.

**Analysis:****Background/Location**

The subject property is located within the Village's corporate limits and defined as being Moore County Parcel ID# 20000655. The proposed cottages will be located near the existing Number 8 Clubhouse. The overall area for the proposed rezoning is 14.56 acres, however, the actual development area, "cottage site", will be confined to approximately 7.10 acres. Currently, the site is partially cleared and used for golf maintenance storage and overflow parking. The actual cottage site is surrounded by golf course Number 8

(Holes 7, 8, 9, and 10) zoned RD and wetlands, as well as residential land zoned R8 to the southeast and part of the Village Acres neighborhood. Wetlands are located on the south and east side of the cottages site.

### **Environmental**

The topography on the site is relatively flat at the entrance and slopes from 9<sup>th</sup> hole fairway toward the wetland area. A wetland area divides the parcel between the cottage site and the 7<sup>th</sup> green. The center of the site is cleared with longleaf pine trees scattered throughout the remainder of the upland area. Some hardwoods and underbrush are located in the wetland areas of the property. A Red Cockaded Woodpecker habitat analysis has been completed by Dr. J.H Carter and Associates. The report is included with this application and shows no major impacts from the project. In addition, the Pinehurst Number 8 site is enrolled in the Red Cockaded Woodpecker Safe Harbor program.

### **Parking**

The proposal includes a total of 52 parking spaces (48 standards parking spaces and 4 ADA parking spaces). According to 9.4a Table of Required Parking of the PDO, the minimum required parking for hotels (including cottages) is 1 per sleeping room. The proposal meets the parking space requirements.

### **Buffers/Setbacks**

Setbacks and buffer areas requirements are shown on the General Concept Plan. There is a 30' undisturbed buffer required along the wetland boundary as indicated on the GCP. The Hotel District Setbacks for the proposed cottages are:

Hotel District Setbacks:  
Front Yard = 40' min.  
Side Yard = 20' min.  
Side Street Yard = 20' min.  
Rear Yard = 30'

### **Access and Connectivity**

Access to the cottages will be provided from Centennial Boulevard, which connects to Murdocksville Road at the entrance to the No. 8 golf course. Pedestrian connectivity will be provided in the internal cottage area to connect to the parking areas as depicted on the General Concept Plan.

### **Landscaping**

Per section 9.5 of the Pinehurst Development Ordinance, a Class 2 buffer is required along the boundary of the development where it abuts adjacent residential properties. The applicant is proposing to use existing vegetation to meet the requirements. The applicant has indicated all other plantings will meet the requirements of the Pinehurst Development Ordinance

### **Stormwater**

Stormwater is proposed to be managed using the stormwater management areas as depicted on the General Concept Plan. Best Management Practices (BMP) will be implemented as well. The stormwater

management areas will need to be constructed and meet the requirement of the Engineering Standards and Specifications Manual (ESSM).

### **Utilities**

Water and sewer services will be provided by Moore County Public Utilities to service this development. Utilities currently exist on the property.

### **Neighborhood Meeting**

A neighborhood meeting was required of the applicant prior to submitting the conditional rezoning request. The neighborhood meeting was held at the Pinehurst Number 8 Clubhouse in the pro shop on December 9, 2022. The applicant notified all adjacent property owners by direct mail on December 2, 2022. According to the submitted sign in sheet, a total of two residents attended the neighborhood meeting. The neighborhood meeting was informal in nature to allow adjoining property owners the opportunity to review preliminary plans, discuss the project, and ask questions to the development team. Please find the results of that meeting as reported by the applicant.

### **Conditions**

No conditions are currently proposed by the applicant.

### **TRC Review**

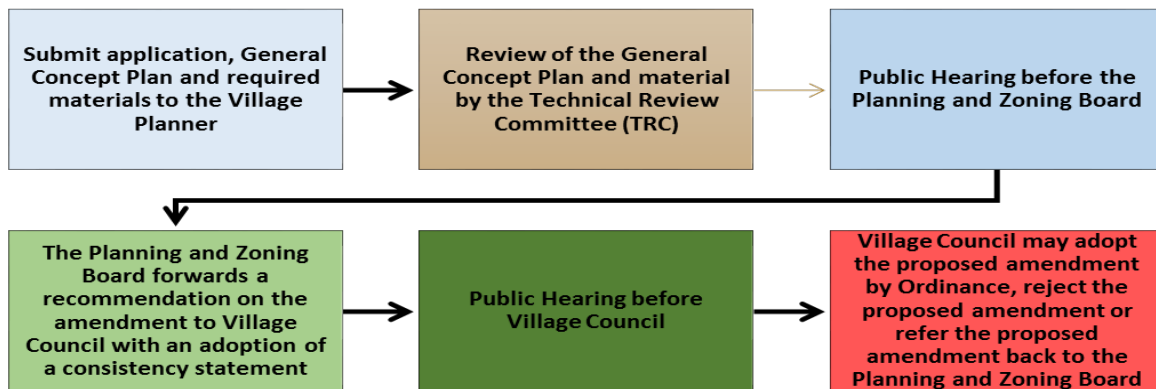
The Technical Review Committee (TRC) has reviewed the application and General Concept Plan and have issued comments to the applicant. The applicant provided additional material and an updated GCP. The TRC is comfortable with the General Concept Plan moving forward for review and consideration of the Planning and Zoning Board.

### **Planning and Zoning Board Action and Conditional District Rezoning Process:**

After holding a public hearing on the proposed zoning map amendment, the Planning and Zoning Board must adopt a consistency statement describing how the proposed amendment is or is not consistent with the Comprehensive Plan and may recommend approval or denial of the proposed map amendment to Village Council. If the Board recommends approval of the proposed amendment but adopts a statement of inconsistency with the Long-Range Comprehensive Plan, then the plan is deemed to be amended.

The Planning and Zoning Board can ask to impose more restrictive conditions that are not included with the proposal, but the applicant must consider and agree to any additional or different conditions. However, no changes can be made to the proposed conditions that are less restrictive than those stipulated in the proposal.

If there are more questions or concerns that need to be addressed, the Planning and Zoning Board can continue the public hearing to a specific date, place, and time but a recommendation to Village Council should be made within 30 days of the first scheduled public hearing of this board or Village Council can decide to take the request up for their consideration.



### **Comprehensive Plan Consistency Statement:**

Guiding Principle #5: Taking Care of Business in the 2019 Comprehensive Plan states that that the Village should support the golf, tourism and healthcare industries that make up the economic backbone of the community by encouraging entrepreneurship, supporting diverse and innovative businesses, and developing a thriving arts, culture, and entertainment market. It also states that the Village should encourage a variety of shopping, dining, and cultural opportunities for residents and visitors alike.

Page 176 of the 2019 Comprehensive Plan states that golf and tourism are two of the most important industries in Pinehurst in terms of employment, land use and reputation. It is important to support the Resort and other businesses that cater to these industries in order to maintain Pinehurst’s identity as a premiere golf and hospitality destination. Further, there are opportunities to diversify the types of attractions, businesses and amenities available to golf enthusiasts and in or order to stay attractive to the industry, Pinehurst will need to adapt to meet the needs and desires of players and fans of golf. One of the recommendations in Implementation Strategy 5.11 on page 176 suggests a golf museum could further activate the Village Core and other nodes.

The proposed zoning district is consistent with the recommended land use for the subject area as identified on the Conservation and Growth Map on page 62 of the 2019 Comprehensive Plan which identifies the area as “Private Open Space”. Even though the base zoning would change and allow for a use not permitted within the existing zoning, the overall use and designation of the property as depicted on the Conservation and Growth Map in the 2019 Comprehensive Plan would remain as a privately owned recreation area supporting the golf and tourism industry.

Therefore, this amendment is consistent with the goals of the 2019 Comprehensive Plan and achieving goals in accordance with the Comprehensive Plan and other planning documents of the Village is considered reasonable and in the best interest of the public.

**Staff Recommendation:**

Planning staff recommends approval of the rezoning request for PID # 20000655 to H – CD (Hotel - Conditional District) with the conditions listed below and recommends the Board adopt the consistency statement provided.

**Conditions:**

- A) Applicant to retain existing vegetation along the residential properties to meet the Class 2 buffer requirement.
- B) The building height of the proposed cottages shall not exceed 35' in height.

**Attachments:**

- Area Zoning Map
- Aerial Map
- Hearing Notification Packet
- Draft Comprehensive Plan Consistency Statement



HISTORY, CHARM, AND SOUTHERN HOSPITALITY\_\_\_\_\_

**PLANNING AND ZONING BOARD STATEMENT OF CONSISTENCY  
WITH THE 2019 COMPREHENSIVE PLAN  
FEBRUARY 2, 2023 REGULAR MEETING**

**Conditional District Rezoning Request  
R-30 (Residential District) to  
H-CD (Hotel Conditional District)**

**Property Location:** 100 Centennial Blvd  
**Parcel ID#:** 20000655

The Village of Pinehurst Planning and Zoning Board finds that:

The proposed conditional rezoning **IS** consistent with the 2019 Comprehensive Plan:

The proposed zoning district is consistent with the recommended land use for the subject area as identified on the Conservation and Growth Map on page 62 of the 2019 Comprehensive Plan which identifies the area as “Private Open Space”. Even though the base zoning would change and allow for a use not permitted within the existing zoning, the overall use and designation of the property as depicted on the Conservation and Growth Map in the 2019 Comprehensive Plan would remain as a privately owned recreation area supporting the golf and tourism industry.

Guiding Principle #5: Taking Care of Business in the 2019 Comprehensive Plan states that that the Village should support the golf, tourism and healthcare industries that make up the economic backbone of the community by encouraging entrepreneurship, supporting diverse and innovative businesses, and developing a thriving arts, culture, and entertainment market. It also states that the Village should encourage a variety of shopping, dining, and cultural opportunities for residents and visitors alike.

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HISTORY, CHARM, AND SOUTHERN HOSPITALITY\_\_\_\_\_

Therefore, the Village of Pinehurst Planning and Zoning Board recommends **APPROVAL** of the conditional rezoning from R-30 (Residential District) to H-CD (Hotel Conditional District) with conditions (staff recommendation).

**Conditions:**

- A) In lieu of providing a Class 2 vegetative buffer, the Applicant shall retain existing vegetation along residential properties at a minimum width of 20'.
- B) The building height of the proposed cottages shall not exceed 35' in height.

This is the 02<sup>nd</sup> day of February, 2023



**Chair of the Planning and Zoning Board**

**Ruling filed with the Village of Pinehurst:**

07 February 2023  
**DATE**

Shannon Konstantinou  
**Shannon Konstantinou**  
**Clerk to the Planning and Zoning Board**

Cc: Alex Cameron  
Shannon Konstantinou



## Rezoning/Rezoning – Conditional

Fee: \$1300 - Rezoning

Fee: \$5000 – Conditional Rezoning

(Revised 09/2019)

### Permit Information

Section 6.1 of the Pinehurst Development Ordinance (PDO) describes the process and requirements to amend the Official Zoning Map, or re-zone property. Applications for rezoning to a conditional district may only be initiated by the owner(s) of the property (or their representatives) and includes proposed conditions and/or use limitations that are more restrictive than would otherwise be allowed in the corresponding general use district.

This application must be completed in full and submitted with the associated fee listed in the Village's Fees and Charges Schedule, which can be accessed at [www.vopnc.org/Home/ShowDocument?id=10100](http://www.vopnc.org/Home/ShowDocument?id=10100).

### Intake Information

| Property Address      |                          |
|-----------------------|--------------------------|
| Street Address        | 100 Centennial Boulevard |
| City, State, Zip Code | Pinehurst, NC 28374      |
| Parcel ID #           | 20000655                 |

| Owner Information     |                                                       |
|-----------------------|-------------------------------------------------------|
| Name                  | PINEHURST ACQUISITION CORP Attn: Richard Higginbotham |
| Street Address        | 1 Carolina Vista Drive                                |
| City, State, Zip Code | Pinehurst, NC 28374                                   |
| Mobile Phone #        | (910) 235-8409                                        |
| Business Phone #      | (910)295-6811                                         |
| Other Phone #         |                                                       |
| Email                 | dick.higginbotham@pinehurst.com                       |

| Applicant             |                          |
|-----------------------|--------------------------|
| Name                  | Bob Koontz               |
| Street Address        | 150 S Page Street        |
| City, State, Zip Code | Southern Pines, NC 28387 |
| Mobile Phone #        | (910) 639-4058           |
| Other Phone #         | (910) 684-8487           |
| Email                 | bkoontz@koontzjones.com  |

### Planning and Inspections Department

395 Magnolia Rd - Pinehurst, North Carolina 28374  
(910) 295-8660 - Fax (910) 295-1396 – [www.vopnc.org](http://www.vopnc.org)



## Rezoning/Rezoning – Conditional

Fee: \$1300 - Rezoning

Fee: \$5000 – Conditional Rezoning

(Revised 09/2019)

### General Information

|                                                                                                                |                                                                                                                                                                                                                                                                                                                                       |                                                                                  |           |
|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-----------|
| <input checked="" type="checkbox"/> Rezoning <input checked="" type="checkbox"/> Conditional District Rezoning |                                                                                                                                                                                                                                                                                                                                       |                                                                                  |           |
| Project Description                                                                                            | The addition of 9 golf cottages at the Number 8 golf course                                                                                                                                                                                                                                                                           |                                                                                  |           |
| Current Zoning District                                                                                        | R-30                                                                                                                                                                                                                                                                                                                                  |                                                                                  |           |
| Proposed Zoning District                                                                                       | Hotel - Conditional District (H-CD)                                                                                                                                                                                                                                                                                                   |                                                                                  |           |
| Reason for Rezoning Request                                                                                    | To allow lodging on the Number 8 golf course property                                                                                                                                                                                                                                                                                 |                                                                                  |           |
| Legal Basis for Application                                                                                    | <input checked="" type="checkbox"/> Property Owner in Village Planning Jurisdiction (Required for Conditional Rezoning)<br><input type="checkbox"/> Agent, Lessee, or Contract Purchaser Authorized by Property Owner(s)<br><input type="checkbox"/> Owner of a Legal Equitable Interest in Property in Village Planning Jurisdiction |                                                                                  |           |
| Number of Parcels to be Rezoned                                                                                | 1                                                                                                                                                                                                                                                                                                                                     | Number of Acres to be Rezoned                                                    | 14.56     |
| Existing Use                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Proposed Use                                                                     |           |
| <input checked="" type="checkbox"/> Vacant                                                                     |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Vacant                                                  |           |
| <input type="checkbox"/> Single Family Low Density                                                             |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Single Family Low Density                               |           |
| <input type="checkbox"/> Single Family Medium Density                                                          |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Single Family Medium Density                            |           |
| <input type="checkbox"/> Single Family High Density                                                            |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Single Family High Density                              |           |
| <input type="checkbox"/> Multi-Family Development                                                              |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Multi-Family Development                                |           |
| <input type="checkbox"/> Office                                                                                |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Office                                                  |           |
| <input type="checkbox"/> Retail                                                                                |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Retail                                                  |           |
| <input type="checkbox"/> Lodging                                                                               |                                                                                                                                                                                                                                                                                                                                       | <input checked="" type="checkbox"/> Lodging                                      |           |
| <input type="checkbox"/> Recreational                                                                          |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Recreational                                            |           |
| <input type="checkbox"/> Institutional                                                                         |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Institutional                                           |           |
| <input type="checkbox"/> Medical                                                                               |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Medical                                                 |           |
| <input type="checkbox"/> Industrial                                                                            |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Industrial                                              |           |
| <input type="checkbox"/> Services                                                                              |                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Services                                                |           |
| Conditions of Rezoning - Requested (If Any)                                                                    | See attached project narrative                                                                                                                                                                                                                                                                                                        |                                                                                  |           |
| Rezoning Results in an Increase in Density or Intensity of Uses                                                | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                                                                                                                                                                   | Date of Adjacent Property Owner Meeting (If Increased Density/Intensity of Uses) | 12/9/2022 |
| Other Information                                                                                              |                                                                                                                                                                                                                                                                                                                                       |                                                                                  |           |

### Planning and Inspections Department

395 Magnolia Rd - Pinehurst, North Carolina 28374

(910) 295-8660 - Fax (910) 295-1396 – [www.vopnc.org](http://www.vopnc.org)



## **Rezoning/Rezoning – Conditional**

Fee: \$1300 - Rezoning

Fee: \$5000 – Conditional Rezoning

(Revised 09/2019)

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## Rezoning/Rezoning – Conditional

Fee: \$1300 - Rezoning

Fee: \$5000 – Conditional Rezoning  
(Revised 09/2019)

### Location Information

|                  |                                                                                                         |
|------------------|---------------------------------------------------------------------------------------------------------|
| Overlay District | <input type="checkbox"/> Historic Preservation Overlay District <input checked="" type="checkbox"/> N/A |
|                  | <input type="checkbox"/> Pinehurst South Overlay District                                               |
| Roads            | <input type="checkbox"/> Public <input checked="" type="checkbox"/> Private                             |
| Water Provider   | Moore County                                                                                            |
| Sewer Provider   | Moore County                                                                                            |

### Required Documents

- ☒ Summary Report of Meeting with Adjacent Property Owners (If Increased Density/Intensity of Uses)
- ☒ General Concept Plan Application, with Required Documents (If a Conditional District Rezoning)
- ☒ Written authorization of property owner (If submitted by an owner's representative)

### Certification

I hereby certify that the information contained in this application is accurate and complete. I also confirm that I have read and understand the requirements that must be met in order to obtain approval for a rezoning.

Applicant Signature: \_\_\_\_\_

Date: 1-26-2023

### Planning and Inspections Department

395 Magnolia Rd - Pinehurst, North Carolina 28374  
(910) 295-8660 - Fax (910) 295-1396 – [www.vopnc.org](http://www.vopnc.org)

**December 19, 2022**

**Pinehurst Number 8 Golf Cottages  
Conditional District Narrative and Conditions**

The Pinehurst Resort and Country Club (PRCC) and The Centennial Course, Number 8, are especially important pieces of the Village of Pinehurst. PRCC is seeking to expand their resort guestroom offerings, to meet demand, through the construction of nine (9) new golf cottages, with a total of 52 sleeping rooms, located on the Number 8 Golf Course. Located in the middle of the Number 8 property, near the clubhouse, these cottages will provide a more private lodging opportunity for resort guests. In addition, these cottages will be the first on golf lodging opportunity for resort guests on all PRCC properties.

Current zoning of the overall Pinehurst Number 8 property is comprised of two (2) zoning classifications. Recreational Development (RD) and Residential (R30) uses exist on the site, however, the cottage area is comprised solely of R30 zoned property. R30 permits 30,000 sf residential lots. 21 lots would be permitted on the +/- 14.56-acre property. The proposed Hotel Conditional District (H-CD) will comprise approximately 14.56 acres and permit the construction of the nine (9) proposed cottages. Development of the cottages will occur in two phases of construction. The first phase will consist of five (5) cottages with the remaining four (4) cottages to be built after the first phase is complete. Development will follow the Hotel (H) District Design Standards as described in Chapter 9 of the Pinehurst Development Ordinance (PDO). The cottage development will be described in this document and associated plan materials. The following materials are included with this request and provide all information regarding the proposed development as required by the PDO:

- Application for Rezoning
- Conditional District Narrative
- General Concept Plan
- Proposed architectural character elevations
- Existing conditions map and aerial
- Property survey
- Environmental Site Assessment
- Neighborhood Meeting Report

This Conditional District request is intended to accommodate the existing uses on the property and apply the zoning classification to the specific area of the property designated for the cottages as indicated on the submission drawings. Development of the cottages will provide a unique lodging opportunity for the Pinehurst Resort and Country Club, enhance the general character of the Number 8 property and fit in with the surrounding golf course and adjacent properties. The cottages are isolated within the overall 420-acre Number 8 property and more than 750 feet away from the nearest adjoining property.



The following narrative describes the many aspects of the property and the intended development.

## **EXISTING CONDITIONS**

Cottages will be located near the existing Number 8 Clubhouse. The overall property for the cottages is 14.56 acres, however, the actual developed area, "cottage site", will be confined to approximately 7.10 acres of the parcel. Currently, the site is partially cleared and used for golf course maintenance storage and overflow parking. The actual cottage site is surrounded by golf and wetlands. Golf holes 7, 8, 9 and 10 surround the site. Wetlands are located on the eastern portion of the cottage site.

Surrounding properties include properties zoned in single-family residential district R-8 and Recreational Development (RD).

Topography on the site is relatively flat at the entrance and slopes from the 9<sup>th</sup> hole fairway toward the wetland area. A wetland area divides the parcel between the cottage site and the 7<sup>th</sup> green. The center of the site is cleared with Longleaf pine trees scattered throughout the remainder of the upland area. Some hardwoods and underbrush are located in the wetland areas of the property. A Red Cockaded Woodpecker habitat analysis has been completed by Dr. J.H Carter and Associates. The report is included with this application and shows no major impacts from the project. In addition, the Pinehurst Number 8 site is enrolled in the Red Cockaded Woodpecker Safe Harbor program.

Existing Conditions maps showing the sites existing features and proposed site plans have been included on sheets L-1.0 and L-1.1.

## **PROJECT DESIGN AND CONDITIONS**

### **A. Pedestrian Connectivity**

- 1) Pedestrian connectivity is provided throughout the cottage area and will be connected to the existing cart paths to provide access to the clubhouse area.
- 2) Pedestrian connectivity will be provided in the internal cottage area to connect to the parking areas and amenity spaces.

### **B. Parking Areas**

- 1) Section 9.4.1.1 of the PDO defines the required parking for lodging. Lodging requires 1 parking space per sleeping room.
- 2) Parking will be provided on the cottage site for the guest cottages. A total of 52 parking spaces will be provided on the site. This is a ratio of 1 parking space per sleeping room within the cottages.
- 3) Additional overflow parking is available at the Number 8 clubhouse if needed.
- 4) PRCC operates shuttles to various hotels and accommodations throughout the Village. Shuttles operate throughout the day and evening and will be utilized to transport Cottage guests to and from the main resort and Village.

### **C. Streets and Access**

- 1) Access to the facility will be provided from Centennial Boulevard, which is a private drive. Centennial Boulevard connects to Murdocksville Road at the entrance to the #8

golf course facility.

- 2) The existing roadways on the property will be utilized for access to the cottages. A small vehicular drop off will be provided at the entrance to each cottage.
- 3) All streets will be designed to accommodate emergency vehicles.

**D. Landscaping**

- 1) Landscaping will meet the requirements of Section 9.5.1 of the PDO. Existing vegetation will be utilized to count toward the buffering and screening requirements.
- 2) New parking improvements will be planted per the requirements of Section 9.5.1.4 of the PDO to provide adequate shade for parking fields.
- 3) It is intended that plantings will follow the recommended plantings from Manning's original list of plants as described in Section 9.5.1.2(d)(1) of the PDO and included in the Village Planting Guide to the extent possible.
- 4) No state champion trees are located on the site.

**E. Buffers/Setbacks**

- 1) Although the isolated nature of the cottage site will only impact the surrounding golf course, setbacks on the property will follow the Hotel (H) District dimensional standards prescribed in Section 9.2 of the PDO. Setbacks for the Hotel District and the proposed setbacks are as follows:

Hotel District Setbacks

Front Yard = 40' min.

Side Yard = 20' min.

Side Street Yard = 20' min.

Rear Yard = 30'

- 2) Setbacks are shown on the General Concept Plan on sheet L-1.1 of the submittal package.
- 3) In addition, there is a 30' undisturbed buffer required along the wetland boundary which will be provided.

**F. Stormwater**

- 1) Stormwater management best practices will be applied as necessary and required to control and treat stormwater runoff for the project. Stormwater will be controlled and treated for the total new impervious surface created by the cottages and site improvements.
- 2) It is proposed that stormwater runoff be controlled on-site utilizing small individual basins located between the cottages. In addition, adequate stormwater management area will be provided for the parking areas in open spaces in the parking islands and surrounding areas.
- 3) PRCC will obtain permits required by all state and local agencies for stormwater management on the site.
- 4) The property falls within a WS-II, balance of watershed, which permits up to 24% impervious surface on the site. Cottage development will fall below 24% impervious surface and can be accommodated on site.

**G. Utility Service**

- 1) Water and sewer service can be provided by the Moore County Public Utilities to service



this development. Utilities currently exist on the property. A public sanitary sewer manhole and fire hydrant with associated waterline are located on the property. Utilities will be designed to connect the cottages to these existing utilities.

- 2) Power is readily available for the property.
- 3) See sheet L-1.1 for a conceptual plan of the utilities.

**H. Architectural Character**

- 1) Preliminary elevations of the units have been provided.
- 2) Character of the cottages will reflect a New England style cottage with colors that will blend in with the surroundings.
- 3) Maximum height in the Hotel Zoning District is 50'. Cottages will not exceed 35' in height and maintain a residential scale.

**I. Signage**

- 1) All signage will be designed to meet the requirements of Section 9.7 of the PDO.

**J. Lighting**

- 1) All street lighting and parking lot lighting will meet the standards of Section 9.8 of the PDO.
- 2) Lighting may be provided along pathways and outdoor spaces for safety and visibility. This lighting will be designed to regulate spillover of light and glare on roadways, pedestrian areas, and adjacent uses.
- 3) Any signs located on the property will be lit through external lighting and may include up lighting, backlighting, or other methods lighting.
- 4) Landscape lighting and building façade lighting may be provided to add visual interest to the site and architectural features.

**K. Soil Erosion and Sediment Control**

- 1) Soil erosion and sediment control during construction will be provided per Section 9.12 of the PDO and all state standards.
- 2) The developer will obtain an erosion control permit from NCDWQ for the project as required.

**L. Fences, Walls and Columns**

- 1) Any fences, walls and columns will meet the requirements of Section 9.13 of the PDO.

The descriptions and conditions described above will apply to the entire project as indicated in the Conditional District General Concept Plan document.

Should the PDO be modified at a later date, all standards referenced above as meeting PDO standards will be based on the PDO standards in effect at the date of approval of this application.

| ADJACENT PROPERTY OWNERS |              |           |           |                         |                     |                   |           |       |       |
|--------------------------|--------------|-----------|-----------|-------------------------|---------------------|-------------------|-----------|-------|-------|
| PARID                    | PIN          | DEED_BOOK | DEED_PAGE | NAME                    | NAME2               | ADDRESS           | CITY      | STATE | ZIP   |
| 00030094                 | 856313037117 | 3644      | 470       | ANGEL BRASWELL SMITH    |                     | 5 GARNER LN       | PINEHURST | NC    | 28374 |
| 00023560                 | 856313037273 | 4226      | 476       | ELY, THOMAS M           | ELY, KIMBERLY B     | 205 BRIARDALE AVE | CARY      | NC    | 27519 |
| 00025577                 | 856313038249 | 4509      | 565       | DODDS, MICHAEL SCOTT    | DODDS, SUSAN ADENA  | 95 SCOTT ROAD     | PINEHURST | NC    | 28374 |
| 00017938                 | 856313039313 | 4694      | 168       | FARRISH, PATRICIA A     |                     | 35 GARNER LANE    | PINEHURST | NC    | 28374 |
| 00020004                 | 856313039387 | 2020E     | 109       | RUPERT, MEAGHAN MARIE   |                     | 45 GARNER LANE    | PINEHURST | NC    | 28374 |
| 00023277                 | 856313130376 | 3094      | 301       | FLINCHUM, CRAIG P       |                     | 55 GARNER LANE    | PINEHURST | NC    | 28374 |
| 00022803                 | 856313131355 | 3127      | 32        | GRAHAM, GLENDA J        |                     | 65 GARNER LANE    | PINEHURST | NC    | 28374 |
| 00029233                 | 856313132344 | 5289      | 295       | THE G M THOMPSON FAMILY | LIMITED PARTNERSHIP | PO BOX 3513       | PINEHURST | NC    | 28374 |
| 00025993                 | 856313038420 | 1556      | 98        | MOORE COUNTY            |                     | PO BOX 905        | CARTHAGE  | NC    | 28327 |

December 2, 2022

Dear adjoining property owner,

A Neighborhood Meeting will be held to discuss the rezoning of a portion of the Pinehurst Number 8 property to permit nine (9) guest cottages located near the clubhouse area (see attached map for location of proposed cottages). All access to the cottages will be provided from Murdocksville Road via Centennial Boulevard. The property is currently zoned R30, which permits 30,000 square foot lot residential development. The applicant, Pinehurst Resort and Country Club, is seeking to rezone the property to Hotel – Conditional District (H-CD) to allow for the construction of a new guest cottages, near the existing clubhouse.

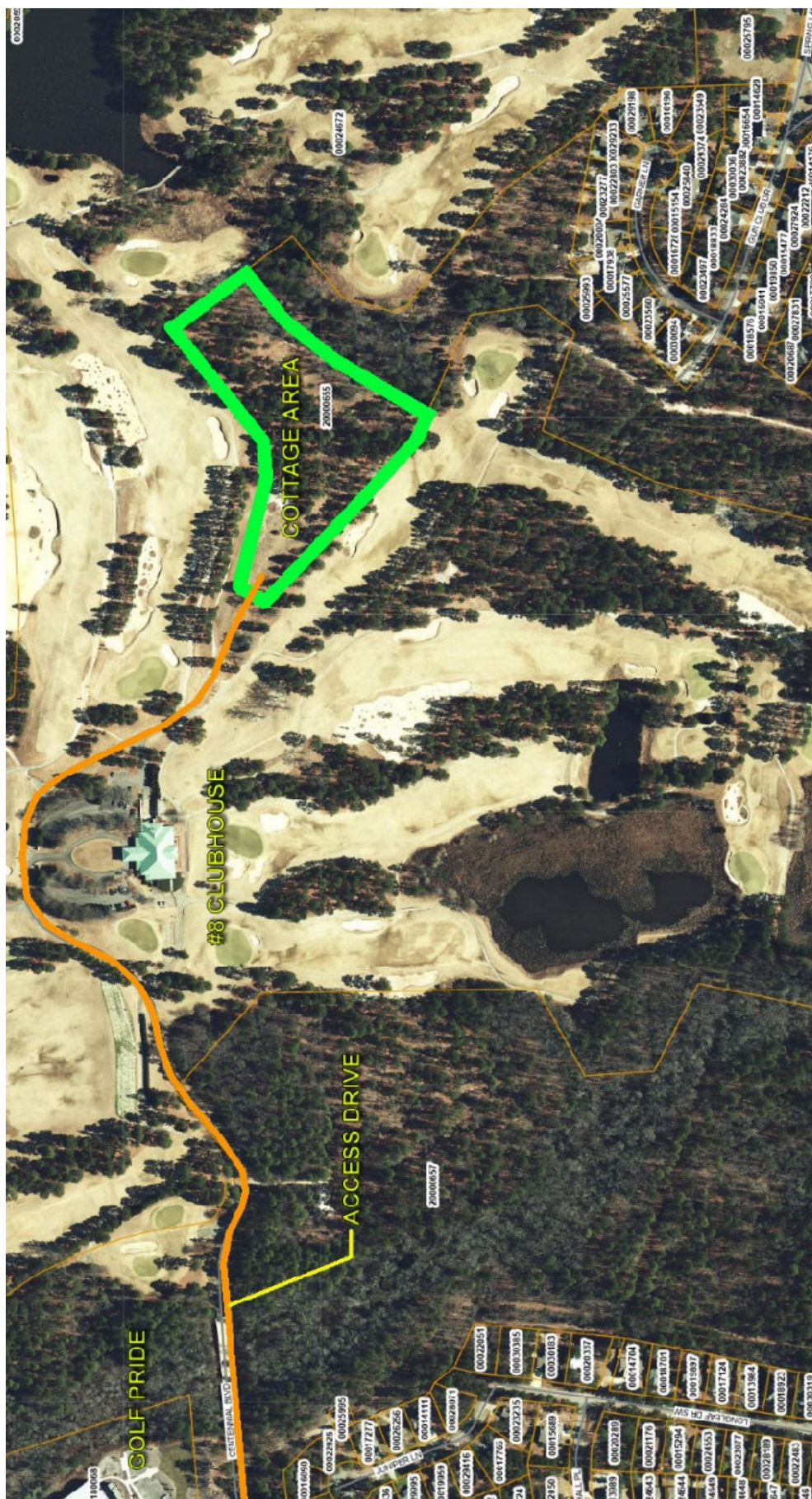
This is not a public hearing. The purpose of this meeting is to inform adjoining property owners of the proposal and to seek comments. The drop-in meeting will be held on December 9, 2022, between the hours of 4:00 pm and 6:00 pm at the Pinehurst Number 8 Clubhouse in the Pro Shop. The clubhouse is located at 100 Centennial Boulevard in Pinehurst, North Carolina. This meeting will be informal, with no scheduled presentation, so feel free to come by at your convenience during the designated hours. Conceptual plans will be made available for review and discussion with members of the project team. Anyone seeking additional information regarding the rezoning application may call (910) 684-8487.

Best Regards,



Robert Koontz, PLA







#8 COTTAGES NEIGHBORHOOD MEETING 12/9/2022

| <u>NAME</u> | <u>ADDRESS</u>                           |
|-------------|------------------------------------------|
| Thomas Ely  | 15 banner Lane Pinhurst, NC              |
| Max Busser  | 205 McClaskill Rd E Apt 313 Pinhurst, NC |

## **NEIGHBORHOOD MEETING REPORT**

DATE: December 9, 2022

PROJECT: Pinehurst Number 8 Guest Cottages

LOCATION: Pinehurst Number 8 Clubhouse Pro Shop located at 100 Centennial Boulevard

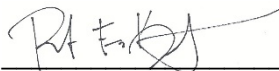
SUBMITTED BY: Bob Koontz

ATTENDEES: Bob Koontz, Koontz Jones Design, PLLC  
Calvin Burkley, Pinehurst Resort and Country Club  
Dick Higginbotham, Pinehurst Resort and Country Club  
Matt Massei, Pinehurst Resort and Country Club

An informal Neighborhood Meeting was held on Friday December 9, 2022, from 4:00pm to 6:00 pm in the Pro Shop at the Pinehurst Resort Number 8 Clubhouse. This meeting is required by the Village of Pinehurst PDO for all rezoning requests that propose a more intense land use. The developer and project team held this meeting with the adjoining property owners to present the project and solicit feedback on the preliminary plans. All adjoining parcel owners within 100' of the property, as directed for neighborhood meeting notification in the PDO, were notified by letter (see attached copy of the letter) ten (10) days prior to the meeting date.

The meeting was informal in nature to allow adjoining property owners the opportunity to drop by at their convenience to review preliminary plans and ask questions of the development team. No formal presentation was provided. Drawings of the conceptual site plan were provided for review of the property owners. A development team member was available to answer questions regarding the proposed project.

One of the adjoining property owners took the opportunity to review the plans and discuss the project with the development team. A meeting sign-in sheet has been included, which also includes the Pinehurst Number 8 golf professional, Max Busser. The plan was presented to Mr. Ely and the cottage site location was identified on an overall aerial photograph of the Number 8 property to show the proximity to Mr. Ely's residence. The rezoning process and where this project stood in the approval process was also reviewed with Mr. Ely. It was explained that the neighborhood meeting is a requirement of the PDO and that public hearings with the Planning Board and Village Council would be scheduled for public hearings in early 2023.

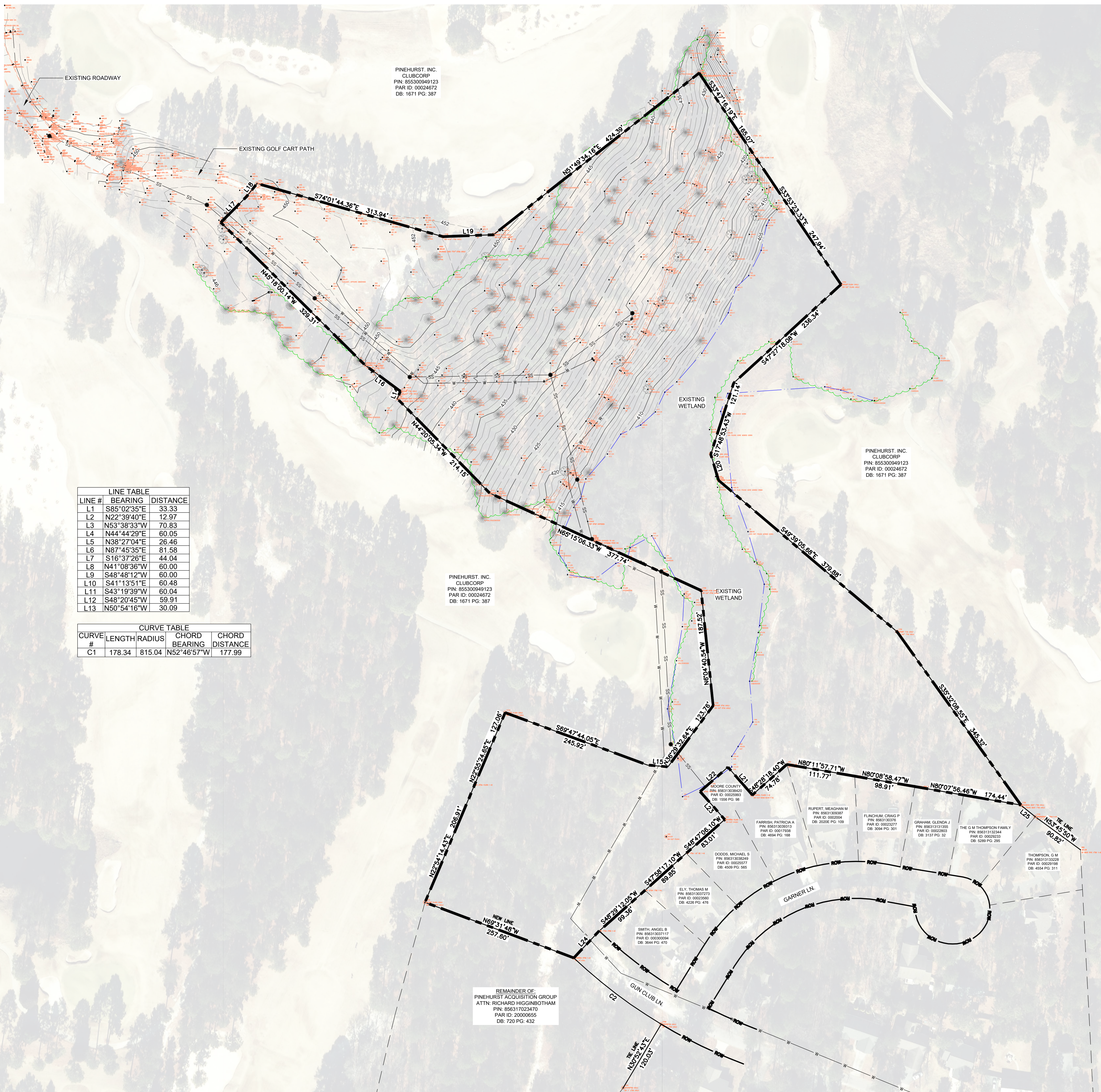
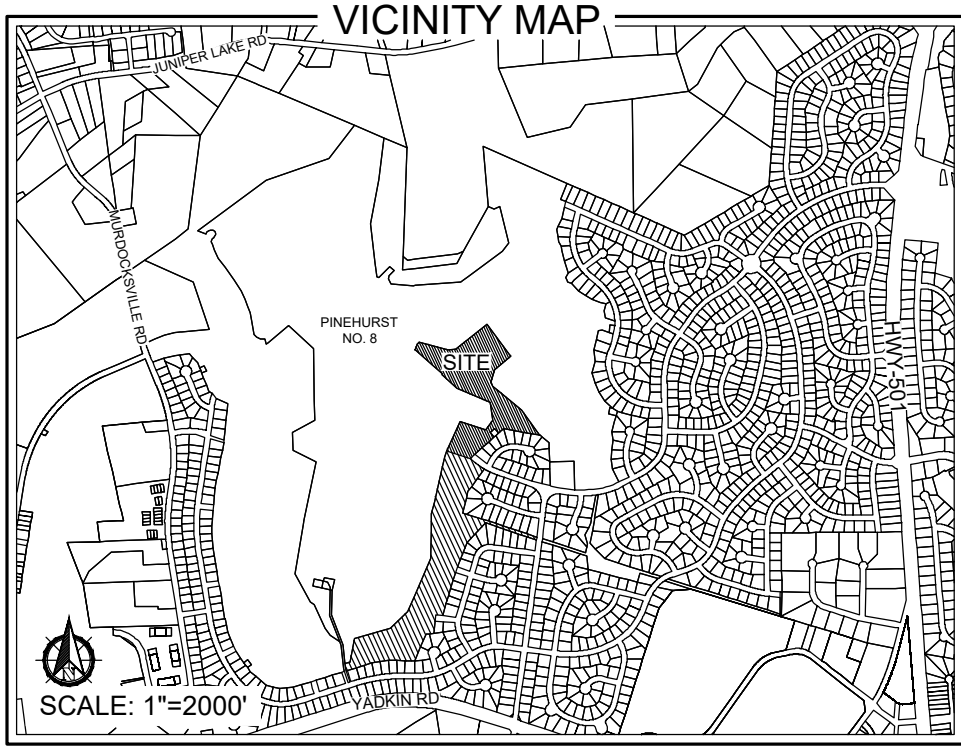


Robert Koontz, RLA

These notes reflect the author's interpretation of the events during the referenced meeting. Any additions or modifications required should be submitted to the author in writing.







| LINE TABLE |             |          |
|------------|-------------|----------|
| LINE #     | BEARING     | DISTANCE |
| L1         | S85°02'35"E | 33.33    |
| L2         | N22°39'40"E | 12.97    |
| L3         | N53°38'33"W | 70.83    |
| L4         | N44°44'29"E | 60.05    |
| L5         | N38°27'04"E | 26.46    |
| L6         | N87°45'35"E | 81.58    |
| L7         | S16°37'26"E | 44.04    |
| L8         | N41°08'36"W | 60.00    |
| L9         | S48°48'12"W | 60.00    |
| L10        | S41°13'51"E | 60.48    |
| L11        | S43°19'39"W | 60.04    |
| L12        | S48°20'45"W | 59.91    |
| L13        | N50°54'16"W | 30.09    |

| CURVE TABLE |        |                    |                |
|-------------|--------|--------------------|----------------|
| CURVE #     | LENGTH | CHORD BEARING      | CHORD DISTANCE |
| C1          | 178.34 | 815.04 N52°46'57"W | 177.99         |

**FLOODPLAIN DATA**

THIS PROPERTY IS LOCATED IN FLOOD ZONE 'X' (AREAS OF MINIMAL FLOODING)

THE LOCATION OF THE 100-YEAR FLOODPLAIN PER NFIP FIRM COMMUNITY PANEL(S) NO: 8542, 8563 MAP(S): 3710854200J, 3710856300J DATE: OCTOBER 17, 2006

**WATERSHED INFORMATION**

BASIN: CAPE FEAR  
STREAM: NICKS CREEK  
TYPE: WS-IIIP

THIS PROPERTY IS IN A WATER SUPPLY WATERSHED

**ZONING INFORMATION**

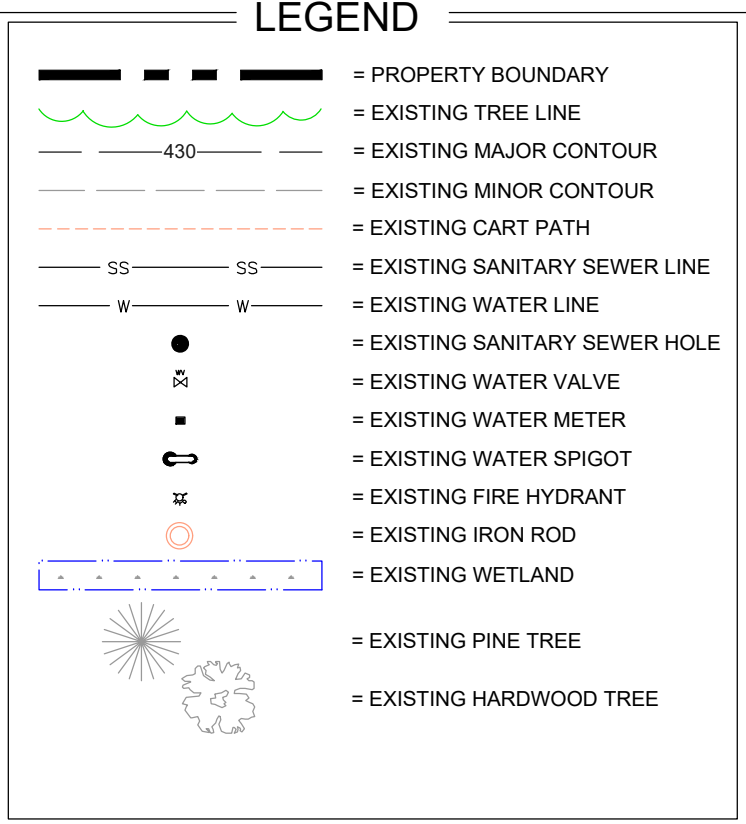
**EXISTING ZONING CLASSIFICATION:**  
R30 - RESIDENTIAL

**PROPERTY INFORMATION**

**PROPERTY OWNER / APPLICANT:**  
PINEHURST ACQUISITION CORP  
ATTN: RICHARD HIGGINBOTHAM  
P.O. BOX 4000  
PINEHURST, NC 28374

**PARCEL ID:** 2000655  
**PIN:** 856317023470  
**DB:** 720 PG: 432

**TOTAL PARCEL ACREAGE:** ±14.56 AC

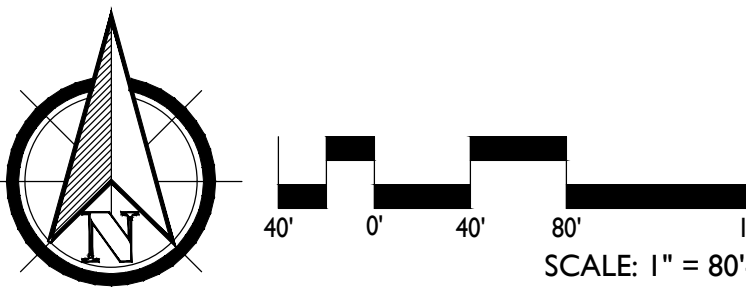


**CAUTION**

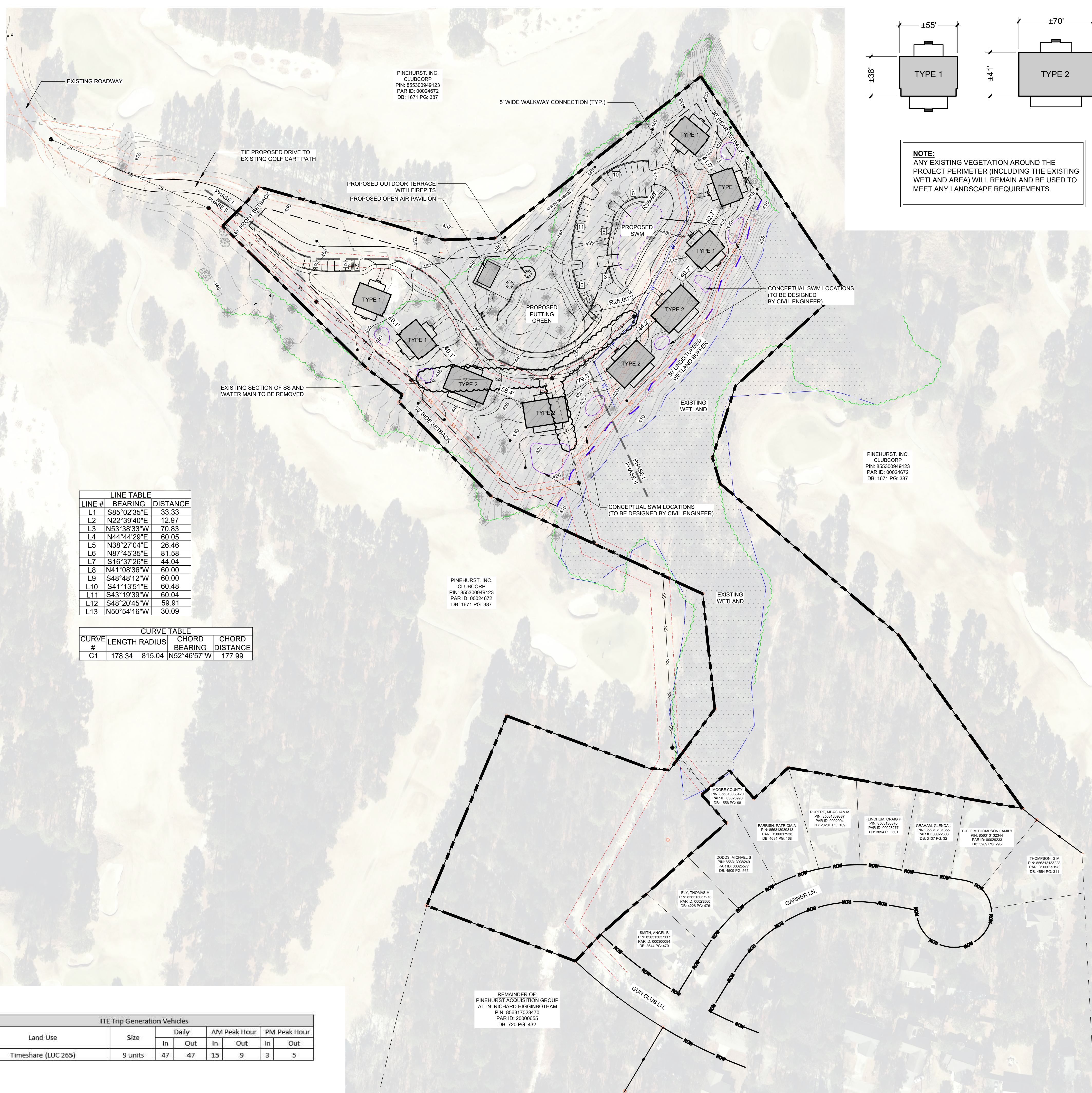
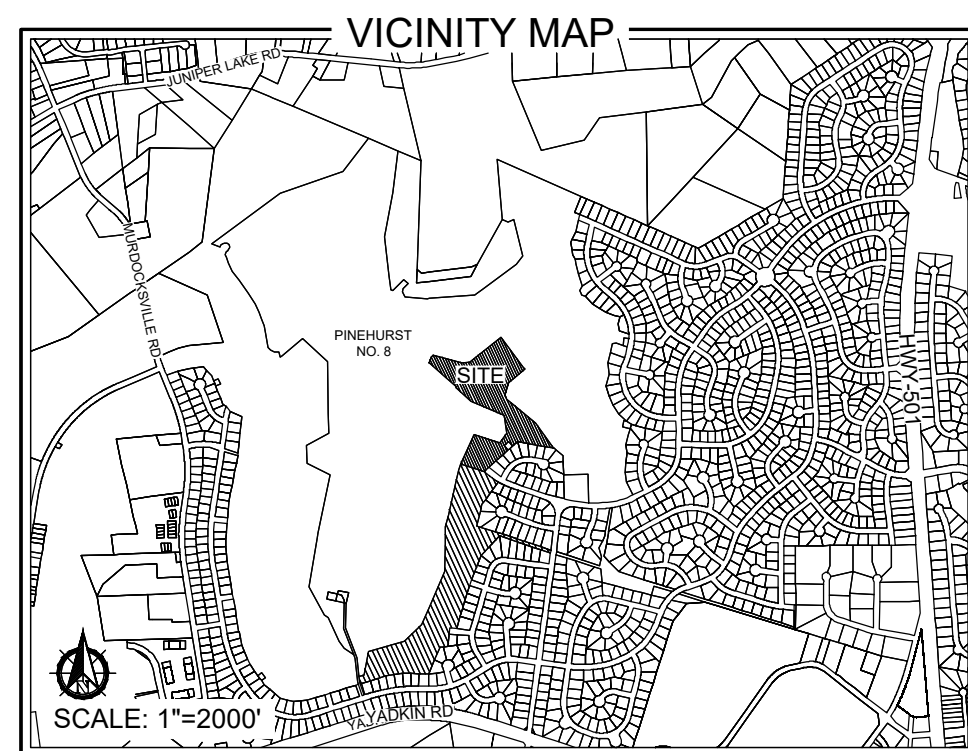
THE UTILITIES SHOWN HEREON ARE FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT DEPICTED ON THESE PLANS. THE LANDSCAPE ARCHITECT AND ENGINEER ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE PROJECT LIMITS. ALL DAMAGE MADE TO THE EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY BY THE CONTRACTOR.

SURVEY PROVIDED BY:  
LKC ENGINEERING, PLLC  
140 AQUA SHED CT  
ABERDEEN, NC 28315  
P: (910) 420-1437

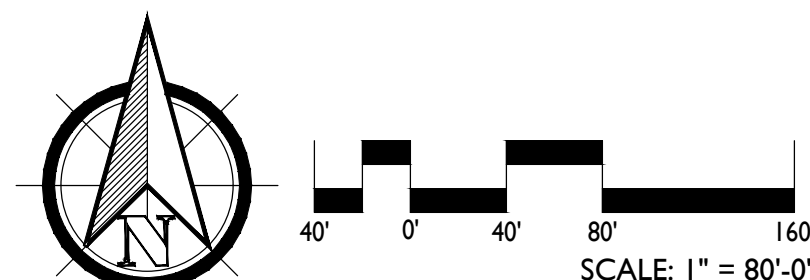
SURVEY FOR:  
PINEHURST ACQUISITION CORP  
MINERAL SPRINGS TOWNSHIP, MOORE COUNTY  
PINEHURST, NORTH CAROLINA  
SEPTEMBER 2022







| ITE Trip Generation Vehicles |         |       |     |              |     |              |     |
|------------------------------|---------|-------|-----|--------------|-----|--------------|-----|
| Land Use                     | Size    | Daily |     | AM Peak Hour |     | PM Peak Hour |     |
|                              |         | In    | Out | In           | Out | In           | Out |
| Timeshare (LUC 265)          | 9 units | 47    | 47  | 15           | 9   | 3            | 5   |



**CAUTION**

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PINEHURST ACQUISITION CORP  
MINERAL SPRINGS TOWNSHIP, MOORE COUNTY  
PINEHURST, NORTH CAROLINA  
SEPTEMBER 2022

## LEGEND

|  |                                |
|--|--------------------------------|
|  | = PROPERTY BOUNDARY            |
|  | = SETBACK LINE                 |
|  | = UNDISTURBED WETLAND BUFFER   |
|  | = EXISTING TREE LINE           |
|  | = EXISTING MAJOR CONTOUR       |
|  | = EXISTING MINOR CONTOUR       |
|  | = PROPOSED MAJOR CONTOUR       |
|  | = EXISTING CART PATH           |
|  | = EXISTING SANITARY SEWER LINE |
|  | = EXISTING WATER LINE          |
|  | = 8" PROPOSED SEWER LINE       |
|  | = 6" PROPOSED WATER LINE       |
|  | = PROPOSED STORM DRAIN PIPE    |
|  | = PROPOSED UTILITY EASEMENT    |
|  | = PHASE BOUNDARY               |
|  | = PROPOSED STORMWATER POND     |
|  | = EXISTING SANITARY SEWER HOLE |
|  | = EXISTING WATER VALVE         |
|  | = EXISTING WATER METER         |
|  | = EXISTING WATER SPIGOT        |
|  | = EXISTING FIRE HYDRANT        |
|  | = EXISTING IRON ROD            |
|  | = EXISTING WETLAND             |
|  | = EXISTING PINE TREE           |
|  | = EXISTING HARDWOOD TREE       |

**PROPERTY OWNER / APPLICANT:**  
PINEHURST ACQUISITION CORP  
ATTN: RICHARD HIGGINBOTHAM  
P.O. BOX 4000  
PINEHURST, NC 28374

**PARCER ID:** 2000655  
**PIN:** 856317023470  
**DB:** 720 PG. 432

**TOTAL PARCEL ACREAGE:** ±14.56 AC

**PROPOSED BUILDINGS:**  
TYPE 1 (5) 4-BEDROOM COTTAGE  
TYPE 2 (4) 8-BEDROOM COTTAGE

**TOTAL PARKING:** 52 SPACES (1 SPACE / BEDROOM)

**TOTAL IMPERVIOUS SURFACE:** ±2.73 AC (18.75%)

**WATERSHED INFORMATION**

BASIN: CAPE FEAR  
STREAM: NICKS CREEK  
TYPE: WS-IIIP

THIS PROPERTY IS IN A WATER SUPPLY WATERSHED

**ZONING INFORMATION**

**EXISTING ZONING CLASSIFICATION:**  
R-30 - RESIDENTIAL

**PROPOSED ZONING CLASSIFICATION:**  
H-CD - HOTEL CONDITIONAL DISTRICT

**WETLAND BUFFER:**  
30' UNDISTURBED

**SETBACKS (PROPOSED):**  
FRONT (GOLF COURSE): 30'  
INTERIOR SIDE (GOLF COURSE): 30'  
REAR (GOLF COURSE): 30'

**MAX BUILDING HEIGHT: 35'**

**FLOODPLAIN DATA**

THIS PROPERTY IS LOCATED IN FLOOD ZONE 'X'  
(AREAS OF MINIMAL FLOODING)

THE LOCATION OF THE 100-YEAR FLOODPLAIN PER  
NFIP FIRM COMMUNITY  
PANEL(S) NO: 8542, 8563  
MAP(S): 3710854200J, 3710856300J  
DATE: OCTOBER 17, 2006

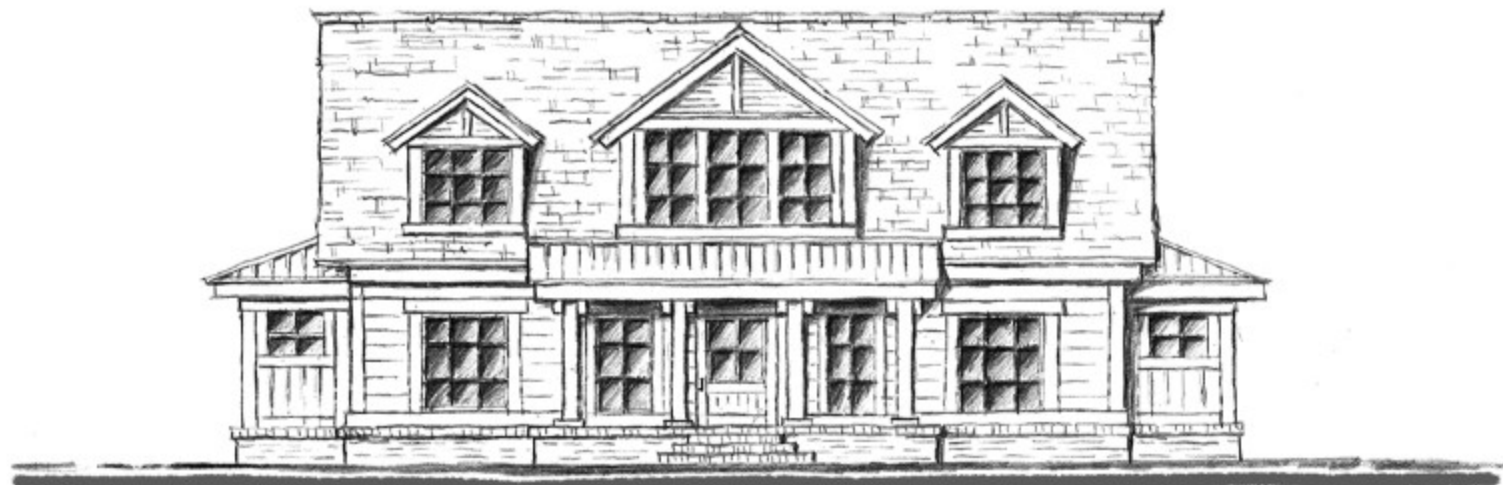
|                                                                                                                                                    |                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>PINEHURST NO. 8 COTTAGES</b></p> <p><b>PINEHURST, NORTH CAROLINA</b></p>                                                                     | <p><b>GENERAL CONCEPT PLAN</b></p>                                                                                                                                                                                                                                        |
| <p>DATE: 01-26-2023<br/>DESIGNED BY: REK<br/>DRAWN BY: DVM<br/>CHECKED BY: JWS<br/>Q.C. BY: REK<br/>SHEET # = 68 OF 80<br/>PROJECT #: KUD22041</p> | <p>SHEET NUMBER: #:</p> <p><b>L-1.1</b></p>                                                                                                                                                                                                                               |
| <p>REVISIONS:</p>                                                                                                                                  | <p>KOONTZJONESDesign</p> <p>LAND PLANNING   LANDSCAPE ARCHITECTURE</p>  <p>150 S PAGE STREET<br/>SOUTHERN PINES, NC 28387<br/>P: (910) 684-8487<br/>W: www.koontzjonesdesign.com</p> |

**PINEHURST NO. 8 COTTAGES**  
PINEHURST, NORTH CAROLINA

**GENERAL CONCEPT PLAN**

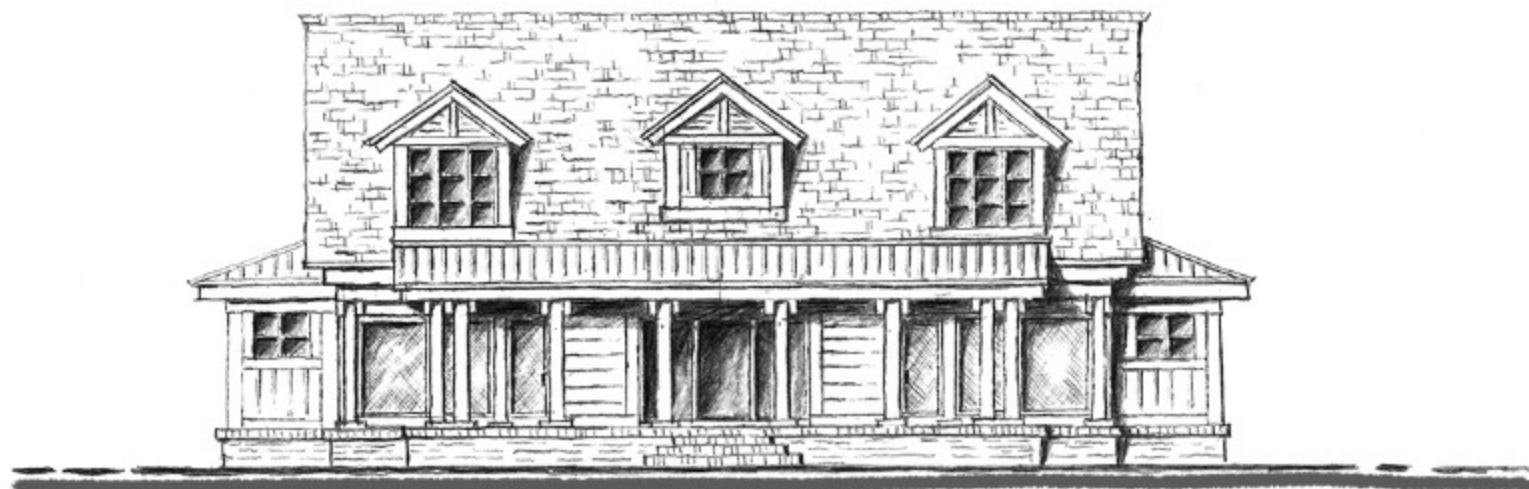
DATE: 01-26-2023  
DESIGNED BY: REK  
DRAWN BY: DVM  
CHECKED BY: JWS  
Q.C. BY: REK  
SCALE: 1" = 80'-0"  
PROJECT #: KJD22041





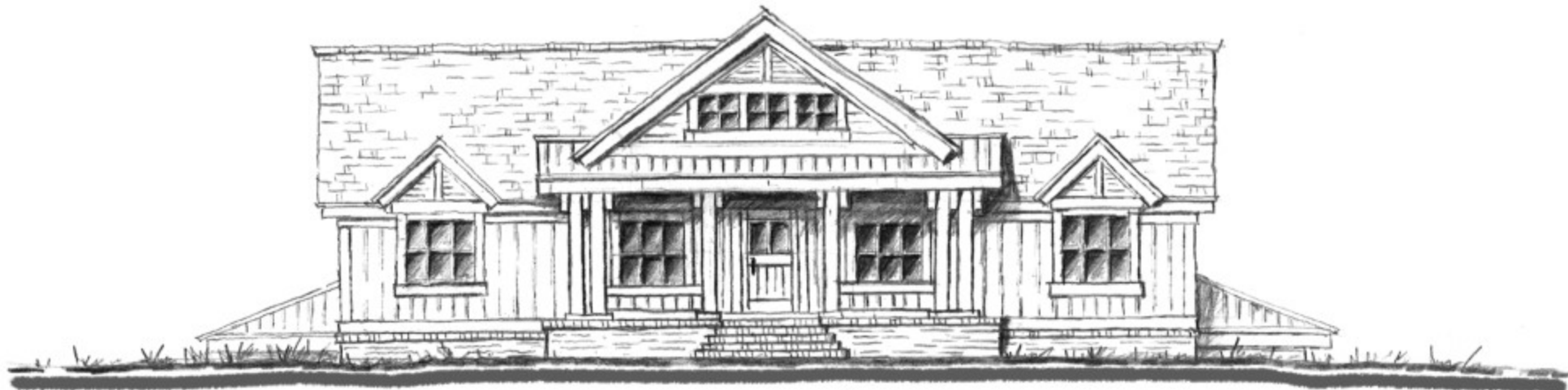
FRONT ELEVATION

SCALE: 1/8" = 1'-0"



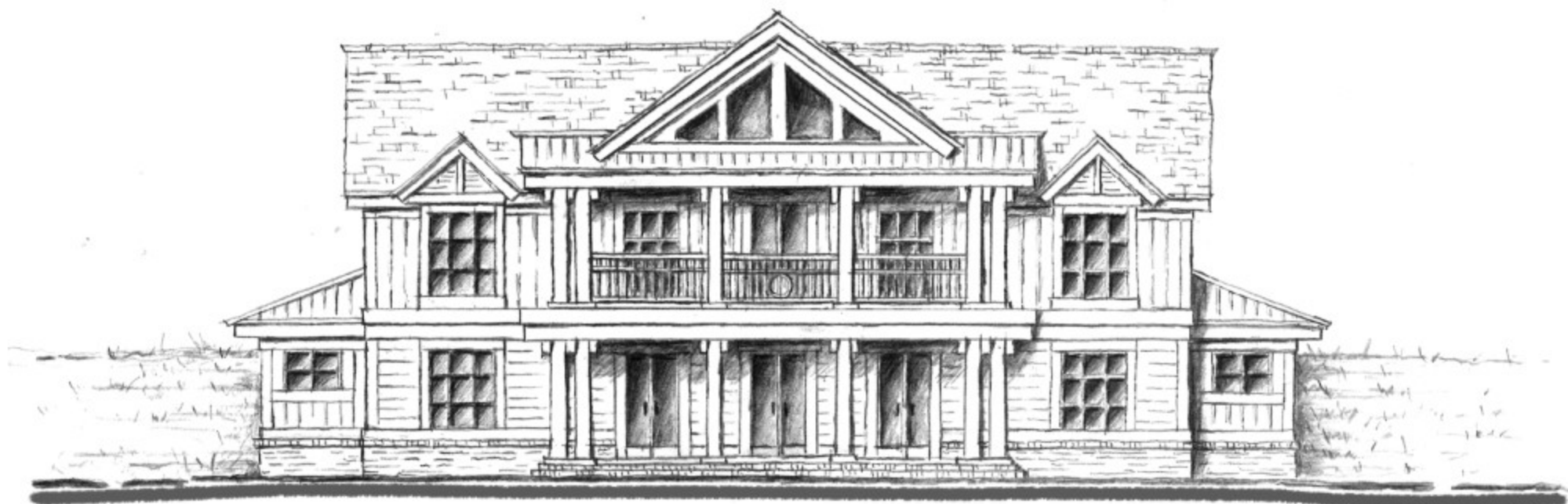
REAR ELEVATION

SCALE: 1/8" = 1'-0"



**FRONT ELEVATION**

SCALE: 1/8" = 1'-0"



**REAR ELEVATION**

SCALE: 1/8" = 1'-0"

**DR. J.H. CARTER III & ASSOCIATES, INC.**

Environmental Consultants

515-F Midland Road • Southern Pines, N.C. 28387

(910) 695-1043 • Fax (910) 695-3317

31 October 2022

Mr. Bob Koontz  
Koontz-Jones Design  
150 South Page Street  
Southern Pines, NC 28387

Dear Mr. Koontz:

Pinehurst Acquisition Corp. proposes to construct several cottages, associated parking and amenities on a portion of the existing Pinehurst No. 8 property located off Centennial Boulevard in Pinehurst, Moore County, North Carolina (NC) (Parcel ID: 2000655) (Figures 1 and 2). On 17 October 2022, personnel from Dr. J.H. Carter III & Associates, Inc. (JCA) conducted a red-cockaded woodpecker (*Dryobates borealis*=*Picoides borealis*) survey of the 10.35-ac. project site and a 0.5-mile radius of the project site (RCW survey area) (Figure 2).

The project site is located on the existing Pinehurst No. 8 property (approximately 238-acres) and is bordered by residential development to the south and golf course to the north, east and west. (Figure 1). The project design consists of construction of 9 cottages (5 4-bedroom and 4 8-bedroom units), 52 parking spaces, an open-air pavilion and a practice putting green (Figure 2).

The Pinehurst No. 8 Golf Club property is enrolled in the RCW Safe Harbor Program. Approximately 5.0 acres in the northern, northeastern and northwestern portions the of the project site will be cleared and developed (Figure 2). This area is mostly forested with a moderately dense overstory of longleaf pine (*Pinus palustris*) and loblolly pine (*P. taeda*) with an often sparse to moderately dense midstory of turkey oak (*Quercus laevis*), sand post oak (*Q. margarettae*), American persimmon (*Diospyros virginiana*), American holly (*Ilex opaca*) and sassafras (*Sassafras albidum*). There is a sparse herbaceous ground cover of Carolina wiregrass (*Aristida stricta*). The central portion of the project site contains a wetland drain with moderately dense to dense overstory of pond pine (*P. serotina*), red maple (*Acer rubrum*), sweet gum (*Liquidambar styraciflua*) and tulip poplar (*Liriodendron tulipifera*), with a dense midstory and understory of saplings of the same species. The shrub layer consists of wax myrtle (*Morella*



*cerifera*), inkberry (*I. glabra*), staggerbush (*Lyonia lucida*) with a ground cover of cinnamon fern (*Osmundastrum cinnamomea*) and netted chain-fern (*Lorinseria areolata*). The southeasternmost portion of the project site is similar to the northern portion.

Within the 0.5 mile radius RCW survey area, the majority of the area east, south and west of the project site consists mostly of residential properties. The residential areas to the south and west of the project site contained potentially suitable RCW foraging and nesting habitat, however, the midstory and understory layers were dense with hardwoods and ornamental shrubs and trees. The Pinehurst No. 8 property contained suitable and potentially suitable foraging and nesting habitat; however, the pine stands are fragmented and the midstory layer was dense with hardwoods in many areas.

All RCW cavity trees located on the Pinehurst No. 8 property and associated with abandoned RCW clusters Southern Pines/ Pinehurst (SOPI) 63, 64 and 71 were visited and the stage, shape and activity status were recorded (Table 1). None of the RCW cavity trees were active. No additional RCW cavity trees were found on the project site or within the 0.5 mile radius RCW survey area. The proposed project site is not within 0.5-mile of a known active RCW cluster/partition. The nearest known **active** RCW cluster, SOPI 46, is located approximately 1.2 miles southeast of the project site.

Based on the results of this survey, there are no RCW-related restrictions on developing this project other than minimizing the removal of pine trees  $\geq 10$  inches in dbh to the extent practicable. No RCW cavity trees will be removed or impacted by this project.

Sincerely,

Deven Davidson  
Biologist

cc: Mr. Bob Koontz  
JCA file











Table 1. Red-cockaded woodpecker (*Dryobates borealis*=*Picoides borealis*) (RCW) cavity trees located on the Pinehurst No. 8 property and associated with abandoned RCW clusters Southern Pines/ Pinehurst (SOPI) 63, 64 and 71, Pinehurst, Moore County, North Carolina.

| Cluster Number | Tree Number | Stage          | Shape             | Activity | Easting  | Northing  |
|----------------|-------------|----------------|-------------------|----------|----------|-----------|
| SOPI 63        | 5014E       | Cavity         | Slightly Enlarged | Relic    | 639770.0 | 3898088.0 |
| SOPI 63        | 5315E       | Cavity         | Normal            | Relic    | 639774.0 | 3898072.0 |
| SOPI 63        | 5316E       | Cavity         | Normal            | Relic    | 639812.0 | 3898076.0 |
| SOPI 64        | 1188        | Cavity         | Normal            | Relic    | 638650.0 | 3897999.0 |
| SOPI 64        | 1189        | Cavity         | Healed Over       | Relic    | 638619.0 | 3898026.0 |
| SOPI 64        | 1896        | Start          | Healed Over       | Relic    | 638668.0 | 3898120.0 |
| SOPI 64        | 1897        | Cavity         | Enlarged          | Relic    | 638779.0 | 3897772.0 |
| SOPI 64        | 1898        | Cavity         | Enlarged          | Relic    | 638815.0 | 3897698.0 |
| SOPI 71        | 1899        | Cavity         | Enlarged          | Relic    | 639436.0 | 3897407.0 |
| SOPI 71        | 4754        | Cavity         | Enlarged          | Relic    | 639373.0 | 3897574.0 |
| SOPI 71        | 9331        | Cavity         | Normal            | Relic    | 639327.0 | 3897529.0 |
| SOPI 71        | 260E        | Cavity         | Healing           | Relic    | 639370.0 | 3897428.0 |
| SOPI 71        | 261E        | Cavity         | Normal            | Relic    | 639432.0 | 3897576.0 |
| SOPI 71        | 262E        | Cavity         | Normal            | Relic    | 639391.0 | 3897583.0 |
| SOPI 71        | 263E        | Advanced Start | Healed            | Relic    | 639393.0 | 3897494.0 |
| SOPI 71        | 5314E       | Cavity         | Normal            | Relic    | 639382.0 | 3897610.0 |



## **DISCUSS AND CONSIDER ORDINANCE #23-02 ZONING MAP AMENDMENT**

### **ADDITIONAL AGENDA DETAILS:**

The purpose of this agenda item is to discuss and consider Ordinance #23-02 for a proposed zoning map amendment for Moore County Parcel ID# 2000655 from R-30 (Residential District) to H-CD (Hotel Conditional District).

#### **ATTACHMENTS:**

##### Description

- ☐ Draft Ordinance #23-02
- ☐ EXHIBIT A - Zoning Map
- ☐ EXHIBIT B - Surveyed Plat
- ☐ EXHIBIT C - General Concept Plan

**ORDINANCE #23-02:**

**AN ORDINANCE AMENDING THE OFFICIAL PINEHURST ZONING MAP AS IT PERTAINS TO THE REZONING OF A PARCEL OF LAND CONSISTING OF APPROXIMATELY 14.56 ± ACRES FURTHER IDENTIFIED AS PART OF MOORE COUNTY PID # 20000655**

**THAT WHEREAS**, the Village Council of the Village of Pinehurst adopted a new Pinehurst Development Ordinance and Map on the 8<sup>th</sup> 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 February 28, 2023 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 approximately 14.56 ± acres and further identified as Moore County PID # 20000655 from R-30 – Medium Density Residential District to H-CD – Hotel Conditional District, as shown on the attached map as **Exhibit A** and survey plat as **Exhibit B** as recorded in Plat Cabinet 19 Slide 724 with the Moore County Register of Deeds, at which time all interested citizens, residents and property owners in the Village of Pinehurst and its extraterritorial jurisdiction were given an opportunity to provide comments on the proposed rezoning; and

**WHEREAS**, the proposed use of the property is the development of nine lodging cottages as depicted on the attached **Exhibit C** General Concept Plan; and

**WHEREAS**, the Planning and Zoning Board held a duly advertised public hearing on February 2, 2023; and

**WHEREAS**, the Planning and Zoning Board recommended the zoning map be amended with conditions agreed upon by the applicant and the General Concept Plan be approved; and

**WHEREAS**, the applicant, owner and Village Council has agreed upon the conditions identified in **SECTION 6**; 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 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 27<sup>th</sup> day of July 2021 as follows:

**SECTION 1.** The proposed conditional rezoning is consistent with Guiding Principle # 5 of the 2019 Comprehensive Plan stating, “golf and tourism are two of the most important industries in Pinehurst in terms of employment, land use and reputation. It is important to support the Resort and other businesses that cater to these industries in order to maintain Pinehurst’s identity as a premiere golf and hospitality destination (page 176, 2019 VOP LRCP).

**SECTION 2.** That the subject area be amended on the Conservation and Growth Map on page 62 of the 2019 Comprehensive Plan from “Suburban Neighborhood” to “Private Open Space”

**SECTION 3.** That the Pinehurst Zoning Map of the Village of Pinehurst and its extraterritorial zoning jurisdiction hereby is amended by rezoning of approximately 14.56 acres and further identified as a portion of Moore County PID # 20000655 from R-30 – Medium Density Residential District to H-CD – Hotel Conditional District by the Village of Pinehurst effective February 28, 2023.

**SECTION 4.** The zoning map as attached hereto as **Exhibit A**, and made part of hereof, the same as if included verbatim.

**SECTION 4.** The survey plat as attached hereto as **Exhibit B** as recorded in Plat Cabinet 19 Slide 724 with the Moore County Register of Deeds, and made part of hereof, the same as if included verbatim.

**SECTION 5** The Concept Plan as attached hereto as **Exhibit C**, and made part of hereof, the same as if included verbatim

**SECTION 6** The applicant and owner have agreed to the following conditions associated with the conditional district map amendment:

1. *In lieu of providing a Class 2 vegetative buffer, the Applicant shall retain existing vegetation along residential properties at a minimum width of 20’.*
2. *The building height of the proposed cottages shall not exceed 35’ in height.*

**SECTION 7.** This Ordinance shall be and remain in full force and effect from and after February 28, 2023.

Adopted this 28<sup>th</sup> day of February 2023

(Municipal Seal)

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

By: \_\_\_\_\_  
John C. Strickland, Mayor

Attest:

\_\_\_\_\_  
Kelly Chance, Village Clerk

Approved as to Form:

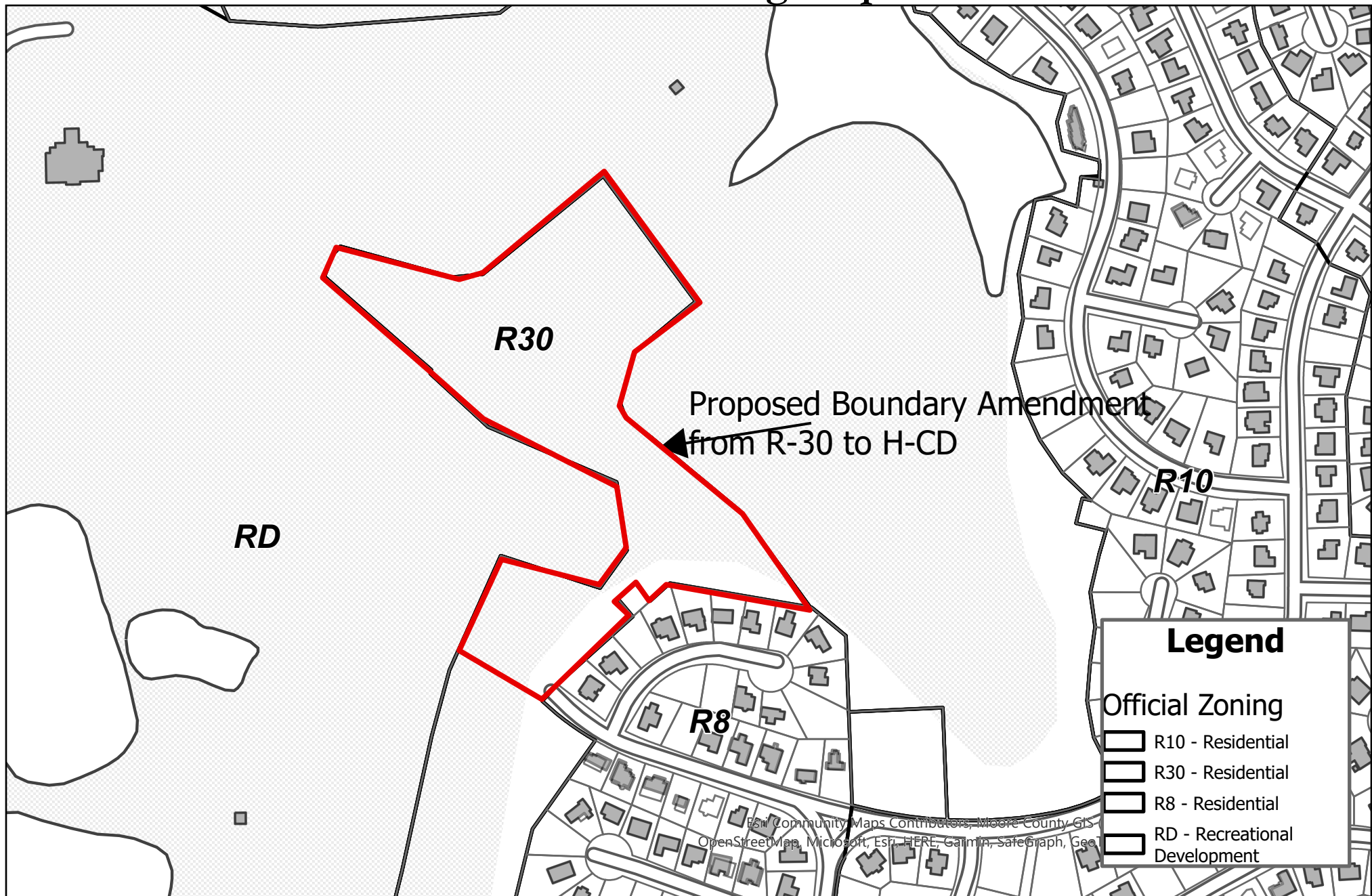
\_\_\_\_\_  
Michael J. Newman, Village Attorney

Applicant/Owner Agreed to Conditions:

\_\_\_\_\_  
Resorts of Pinehurst, Inc.

# Area Zoning Map

EXHIBIT A



**Legend**

Official Zoning

- R10 - Residential
- R30 - Residential
- R8 - Residential
- RD - Recreational Development

0 500 1,000 Feet

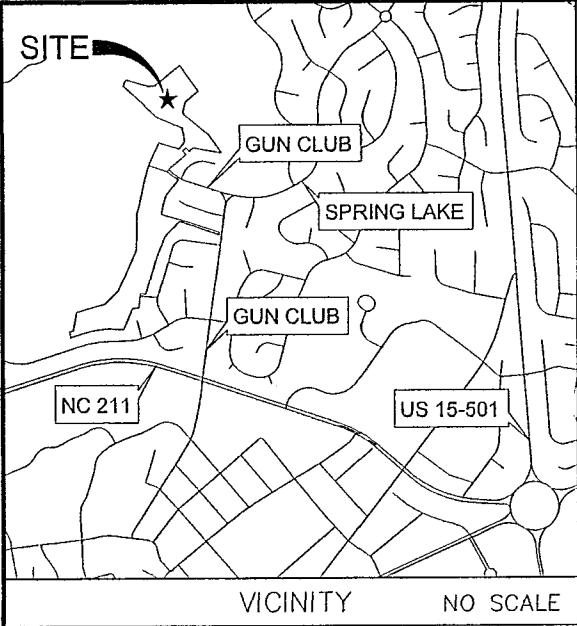
Village of Pinehurst Disclaimer: It is understood that the data contained herein is subject to constant change and that its accuracy cannot be guaranteed. The maps have been created from information provided by various government and private sources at various levels of accuracy. The data is provided to you "as is" with no warranty, representation or guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the information provided herein. It is the responsibility of the user of the data to be aware of the data's limitations and to utilize the data in an appropriate manner. Any resale of this data is strictly prohibited in accordance with North Carolina General Statutes 132-10. Grid is based on North Carolina State Plane Coordinate System NAD83 (feet).

1/27/2023

## Pinehurst No. 8 Cottages Conditional District Rezoning







- LEGEND
- EIR = EXISTING IRON ROD
  - IRS = 0.5" IRON ROD SET
  - EIP = EXISTING IRON PIPE
  - EAI = EXISTING ANGLE IRON
  - = RIGHT OF WAY
  - = BOUNDARY LINE
  - = BOUNDARY NOT SURVEYED

**TITLE REFERENCE**  
PARCEL ID 20000655  
DEED BOOK 720 PAGE 432  
DEED BOOK 1671 PAGE 387  
PLAT CABINET 4 SLIDE 307  
MAP BOOK 10 PAGE 21  
MOORE COUNTY REGISTRY

**OWNER**  
PINEHURST ACQUISITION CORPORATION  
ATTN: RICHARD HIGGINBOTHAM  
PO BOX 4000  
PINEHURST, NC 28374

**SITE DATA**  
JURISDICTION: PINEHURST  
ADDRESS: GUN CLUB DRIVE, 28374  
ZONING: R-30 (RESIDENTIAL)  
SETBACKS  
FRONT 40'  
EXT. SIDE 20'  
INT. SIDE 20'  
REAR 30'

**SURVEYOR**  
ROBERTO RODRIGUEZ, JR., PLS  
LICENSE # 5428  
140 AQUA SHED COURT  
ABERDEEN, NC 28315

I, ROBERTO RODRIGUEZ, JR., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 720, PAGE 432; ETC.) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION AS INDICATED; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

FURTHER, I, ROBERTO RODRIGUEZ, JR., PROFESSIONAL LAND SURVEYOR, L-5428, CERTIFY TO THE FOLLOWING AS REQUIRED IN G.S. 47-30(F)(11):

THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 13 DAY OF December, A.D., 2022.

*Roberto Rodriguez Jr*  
PROFESSIONAL LAND SURVEYOR  
LICENSE NUMBER L-5428

DATE  
12.13.22



**CERTIFICATE OF EXEMPTION**

I HEREBY CERTIFY THAT THIS PLAT IS EXEMPT FROM THE DEVELOPMENT ORDINANCE UNDER THE DEFINITIONS OF SUBDIVISION CONTAINED IN N.C.G.S. 160D-802 AND SECTION 10 OF THE VILLAGE OF PINEHURST DEVELOPMENT ORDINANCE FOR ONE OF THE FOLLOWING REASONS:

B. THE DIVISION OF LAND INTO PARCELS GREATER THAN TEN (10) ACRES WHERE NO STREET RIGHT-OF-WAY DEDICATION IS INVOLVED.

*[Signature]*  
VILLAGE MANAGER  
*[Signature]*  
SURVEYOR

**CERTIFICATE OF APPROVAL**  
APPROVED FOR RECORDING BY THE VILLAGE PLANNER OF THE VILLAGE OF PINEHURST, NORTH CAROLINA ON THE 21<sup>st</sup> DAY OF December 2022 PURSUANT TO THE PINEHURST DEVELOPMENT ORDINANCE. MUST BE RECORDED WITHIN THIRTY (30) DAYS OF THIS DATE.

*[Signature]*  
VILLAGE PLANNER  
VILLAGE OF PINEHURST

PINEHURST ACQUISITION CORPORATION  
ATTN: RICHARD HIGGINBOTHAM  
PARID 20000655  
DB 720 PG 432  
35.43 TAXABLE ACRES  
PER MOORE CO. GIS  
LESS PARCEL ONE  
**14.562 ACRES**  
20.868 ACRES  
NET REMAINDER

PINEHURST, INC CLUBCORP  
PARID 00024672  
DB 1671 PG 387

PINEHURST, INC CLUBCORP  
PARID 00024672  
DB 1671 PG 387

PINEHURST, INC CLUBCORP  
PARID 00024672  
DB 1671 PG 387

PARCEL ONE  
14.562 ACRES

MOORE CO.  
00025993  
DB1556-98

PINEHURST, INC.  
PHASE 1 UNIT 3  
MB 10 PAGE 21  
PAGE 4 OF 4

| LINE TABLE |             |          |
|------------|-------------|----------|
| LINE #     | BEARING     | DISTANCE |
| L1         | S85°02'35"E | 33.33    |
| L2         | N22°39'40"E | 12.97    |
| L3         | N53°38'33"W | 70.83    |
| L4         | N44°44'29"E | 60.05    |
| L5         | N38°27'04"E | 26.46    |
| L6         | N87°45'35"E | 81.58    |
| L7         | S16°37'26"E | 44.04    |
| L8         | N41°08'36"W | 60.00    |
| L9         | S48°48'12"W | 60.00    |
| L10        | S41°13'51"E | 60.48    |
| L11        | S43°19'39"W | 60.04    |
| L12        | S48°20'45"W | 59.91    |
| L13        | N50°54'16"W | 30.09    |

| CURVE TABLE |        |        |               |
|-------------|--------|--------|---------------|
| CURVE #     | LENGTH | RADIUS | CHORD BEARING |
| C1          | 178.34 | 815.04 | N52°46'57"W   |

DIVISION OF LAND SURVEY  
for  
**PINEHURST ACQUISITION CORPORATION**  
PARCEL ONE - 14.562 ACRES  
MINERAL SPRINGS TOWNSHIP, MOORE COUNTY  
PINEHURST, NORTH CAROLINA  
DECEMBER 13, 2022  
FIELD SURVEY: OCT - NOV, 2021  
DRAFTED BY: RR SCALE 1" = 60'  
PRCC 22.06

*[Signature]* REVIEW OFFICER OF MOORE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATE IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.  
*[Signature]*  
REVIEW OFFICER  
DATE 2/16/23

PLAT CABINET 19 SLIDE 724

FOR REGISTRATION REGISTER OF DEEDS  
William Britton  
February 16, 2023 04:39:30 PM  
Book 19 Page 724-724  
FEE: \$21.00  
INSTRUMENT # 2023001944

**LKC**

Engineering  
Landscape Architecture  
Surveying

LKC Engineering, PLLC  
140 Aqua Shed Court  
Aberdeen, NC 28315  
O: 910.420.1437  
F: 910.637.0096  
lkcengineering.com  
License No. P-1095

GRAPHIC SCALE  
(1" = 60')



THIS PROPERTY IS LOCATED IN FLOOD ZONE 'X'  
(AREAS OF MINIMAL FLOODING)

THE LOCATION OF THE 100-YEAR FLOODPLAIN PER  
NFIP FIRM COMMUNITY  
PANEL(S) NO: 8542, 8563  
MAP(S): 3710854200J, 3710856300J  
DATE: OCTOBER 17, 2006

BASIN: CAPE FEAR  
STREAM: NICKS CREEK  
TYPE: WS-IIIP

THIS PROPERTY IS IN A WATER SUPPLY WATERSHED

**EXISTING ZONING CLASSIFICATION:**  
R30 - RESIDENTIAL

**PROPERTY OWNER / APPLICANT:**  
PINEHURST ACQUISITION CORP  
ATTN: RICHARD HIGGINBOTHAM  
P.O. BOX 4000  
PINEHURST, NC 28374

**PARCEL ID:** 2000655  
**PIN:** 856317023470  
**DB:** 720 PG: 432

**TOTAL PARCEL ACREAGE:** ±14.56 AC

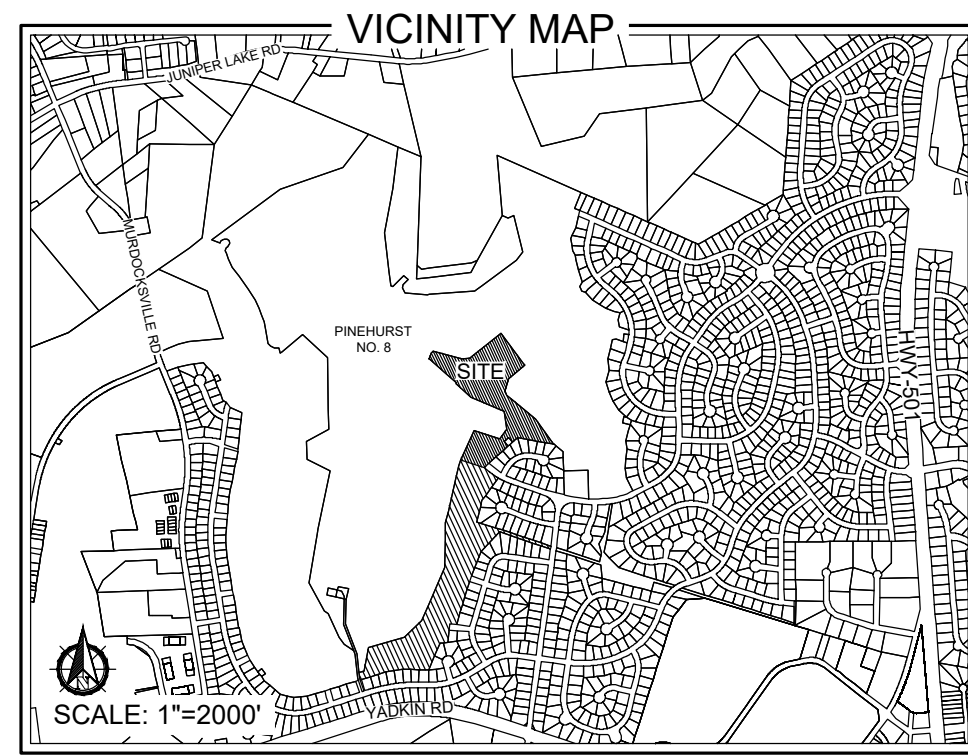
■ PROPERTY BOUNDARY  
 = EXISTING TREE LINE  
 = EXISTING MAJOR CONTOUR  
 430  
 = EXISTING MINOR CONTOUR  
 - - - - - EXISTING CART PATH  
 = EXISTING SANITARY SEWER LINE  
 SS SS  
 W W  
 = EXISTING WATER LINE  
 ● EXISTING SANITARY SEWER HOLE  
 □ EXISTING WATER VALVE  
 □ EXISTING WATER METER  
 □ EXISTING WATER SPIGOT  
 □ EXISTING FIRE HYDRANT  
 ○ EXISTING IRON ROD  
 = EXISTING WETLAND  
 1 2 3 4 5 6 7 8 9 10  
 = EXISTING PINE TREE  
 = EXISTING HARDWOOD TREE

THE UTILITIES SHOWN HEREON ARE FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT DEPICTED ON THESE PLANS. THE LANDSCAPE ARCHITECT AND ENGINEER ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE PROJECT LIMITS. ALL DAMAGE MADE TO THE EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY BY THE CONTRACTOR.

LKC ENGINEERING, PLLC  
140 AQUA SHED CT  
ABERDEEN, NC 28315  
P: (910) 420-1437

DATE: 01-26-2023  
DESIGNED BY: REK  
DRAWN BY: DVM  
CHECKED BY: JWS  
Q.C. BY: REK  
SCALE: 1" = 80'-0"  
PROJECT #: KJD22041

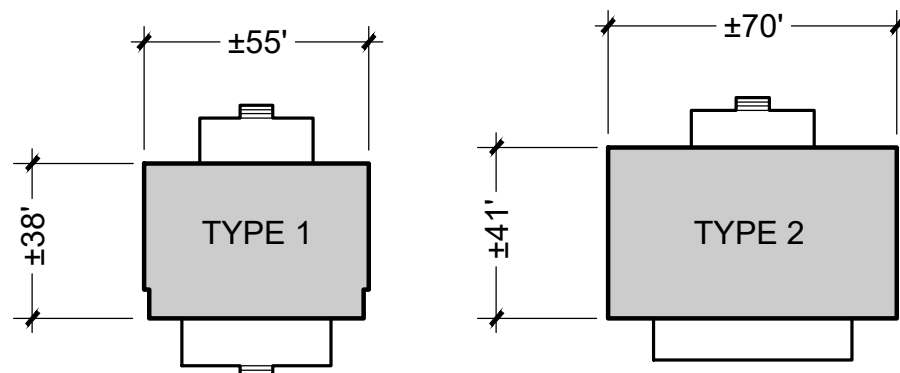
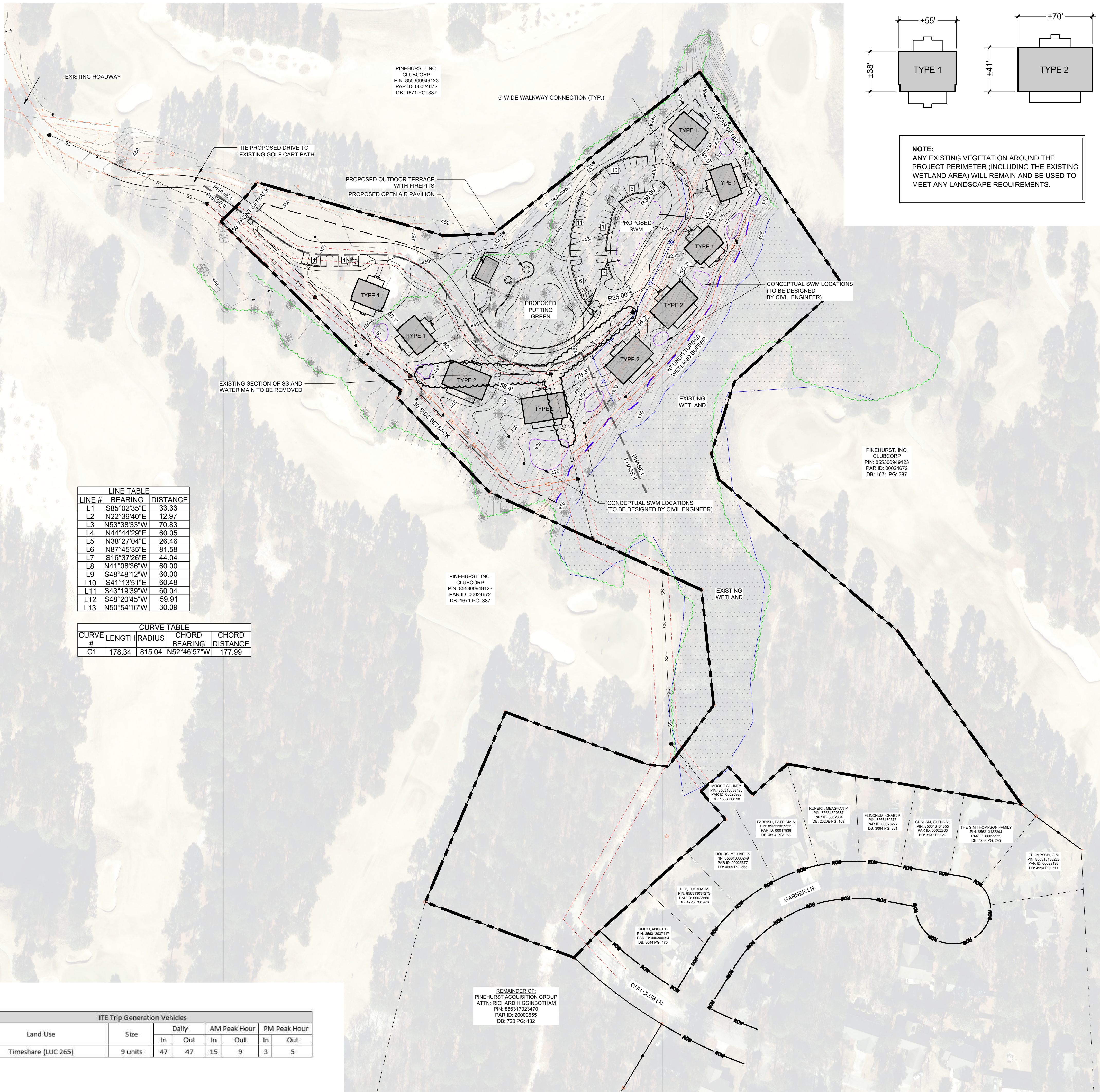
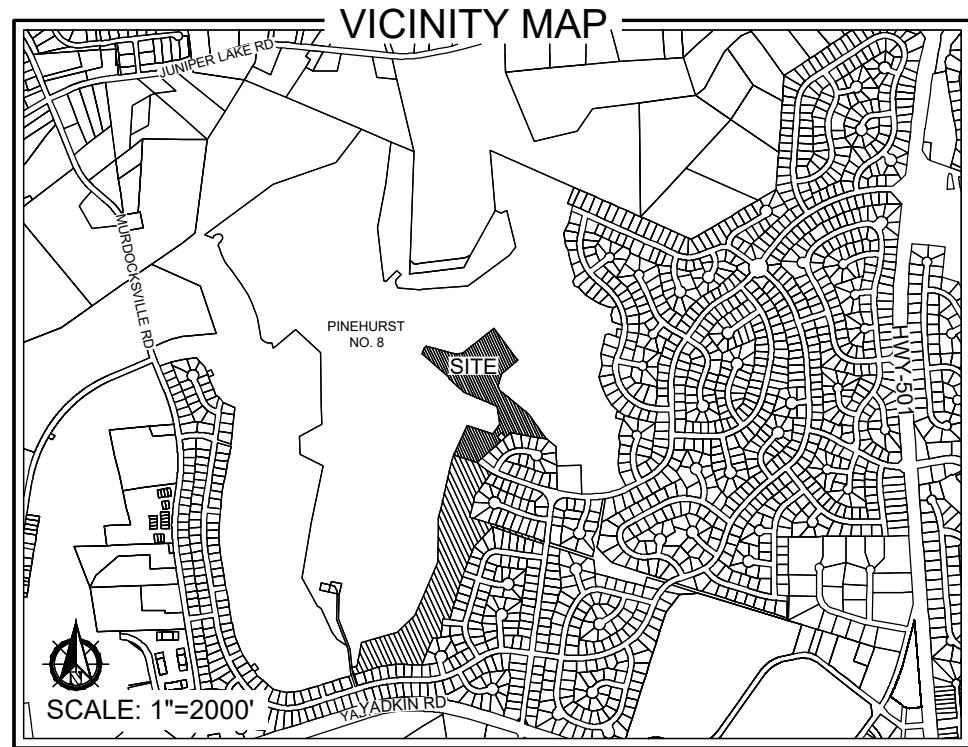
SHEET NUMBER:  
**L-1.0**



| LINE TABLE |             |          |
|------------|-------------|----------|
| LINE #     | BEARING     | DISTANCE |
| L1         | S85°02'35"E | 33.33    |
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|-------------|--------|--------|------------------|-------------------|
| CURVE<br>#  | LENGTH | RADIUS | CHORD<br>BEARING | CHORD<br>DISTANCE |
| C1          | 178.34 | 815.04 | N52°46'57"W      | 177.99            |





**NOTE:**  
ANY EXISTING VEGETATION AROUND THE PROJECT PERIMETER (INCLUDING THE EXISTING WETLAND AREA) WILL REMAIN AND BE USED TO MEET ANY LANDSCAPE REQUIREMENTS.

FLOODPLAIN DATA

THIS PROPERTY IS LOCATED IN FLOOD ZONE 'X' (AREAS OF MINIMAL FLOODING)

THE LOCATION OF THE 100-YEAR FLOODPLAIN PER NFIP FIRM COMMUNITY PANEL(S) NO: 8542, 8563  
MAP(S): 3710854200J, 3710856300J  
DATE: OCTOBER 17, 2006

WATERSHED INFORMATION

BASIN: CAPE FEAR  
STREAM: NICKS CREEK  
TYPE: WS-IIIP

THIS PROPERTY IS IN A WATER SUPPLY WATERSHED

ZONING INFORMATION

**EXISTING ZONING CLASSIFICATION:**  
R30 - RESIDENTIAL

**PROPOSED ZONING CLASSIFICATION:**  
H-CD - HOTEL CONDITIONAL DISTRICT

**WETLAND BUFFER:**  
30' UNDISTURBED

**SETBACKS (PROPOSED):**  
FRONT (GOLF COURSE): 30'  
INTERIOR SIDE (GOLF COURSE): 30'  
REAR (GOLF COURSE): 30'

**MAX BUILDING HEIGHT:** 35'

PROPERTY INFORMATION

**PROPERTY OWNER / APPLICANT:**  
PINEHURST ACQUISITION CORP  
ATTN: RICHARD HIGGINBOTHAM  
P.O. BOX 4000  
PINEHURST, NC 28374

**PARCEL ID:** 2000655  
**PIN:** 856317023470  
**DB:** 720 PG: 432

**TOTAL PARCEL ACREAGE:** ±14.56 AC

**PROPOSED BUILDINGS:**  
TYPE 1 (5) 4-BEDROOM COTTAGE  
TYPE 2 (4) 8-BEDROOM COTTAGE

**TOTAL PARKING:** 52 SPACES (1 SPACE / BEDROOM)

**TOTAL IMPERVIOUS SURFACE:** ±2.73 AC (18.75%)

LEGEND

- PROPERTY BOUNDARY
- SETBACK LINE
- UNDISTURBED WETLAND BUFFER
- EXISTING TREE LINE
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- EXISTING CART PATH
- EXISTING SANITARY SEWER LINE
- EXISTING WATER LINE
- 8" PROPOSED SEWER LINE
- 6" PROPOSED WATER LINE
- PROPOSED STORM DRAIN PIPE
- PROPOSED UTILITY EASEMENT
- PHASE BOUNDARY
- PROPOSED STORMWATER POND
- EXISTING SANITARY SEWER HOLE
- EXISTING WATER VALVE
- EXISTING WATER METER
- EXISTING WATER SPOUT
- EXISTING FIRE HYDRANT
- EXISTING IRON ROD
- EXISTING WETLAND
- EXISTING PINE TREE
- EXISTING HARDWOOD TREE

CAUTION

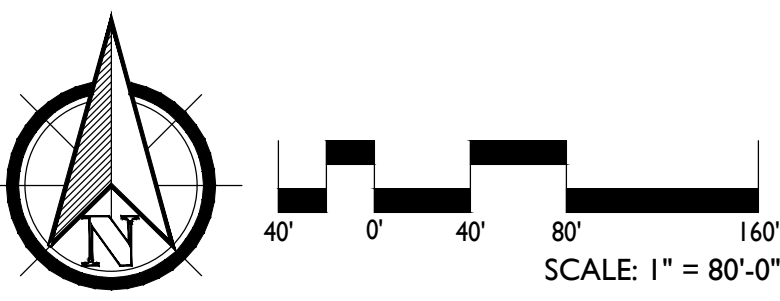
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SURVEY PROVIDED BY:

LKC ENGINEERING, PLLC  
140 AQUA SHED CT  
ABERDEEN, NC 28315  
P: (910) 420-1437

SURVEY FOR:

PINEHURST ACQUISITION CORP  
MINERAL SPRINGS TOWNSHIP, MOORE COUNTY  
PINEHURST, NORTH CAROLINA  
SEPTEMBER 2022



| ITE Trip Generation Vehicles |         |       |     |              |     |              |
|------------------------------|---------|-------|-----|--------------|-----|--------------|
| Land Use                     | Size    | Daily |     | AM Peak Hour |     | PM Peak Hour |
|                              |         | In    | Out | In           | Out | In Out       |
| Timeshare (LUC 265)          | 9 units | 47    | 47  | 15           | 9   | 3 5          |







**DISCUSS AND CONSIDER A SPECIAL INTENSITY ALLOCATION FOR 35  
TROTTER HILLS CIRCLE (MEDICAL OFFICE)  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Alex Cameron & Maria Carpenter

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

2/20/2023

**MEMO DETAILS:**

Council is being asked to approve a Special Intensity Allocation (SIA) of 1.0 acre involving 1 parcel of undeveloped land within the Trotter Hills business park in the Pinehurst South area just west of NC Highway 5. The property is zoned OP (Office Professional) which permits up to 70% impervious area or 30,492 square feet. The parcel is also located within the WS II Drowning Creek – Lumber River Balance of Watershed, which limits non-residential development to 12% built upon area unless a Special Intensity Allocation (SIA) is granted by the Village Council pursuant to Section 8.3.3.5(B) of the Pinehurst Development Ordinance (PDO).

If granted, the request would allow for the development of a 5,000 square foot single story medical office building with associated surface parking and a total proposed impervious area of approximately 52.7%.

**ATTACHMENTS:**

Description

- ☐ Staff Report
- ☐ Proposed Site Plan
- ☐ Proposed Site Erosion Control, Grading & Drainage Plan



---

## PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

---

**To:** Mayor Strickland and Village Council  
**From:** Alex Cameron, Planning Supervisor  
Maria Carpenter, Planner  
**CC:** Jeff Sanborn, Village Manager  
Kelly Chance, Village Clerk  
**Date:** February 20, 2023  
**Subject:** Request for Special Intensity Allocation of 1.0 acre (43,706 square feet) for the Ron Talis Medical Office at 35 Trotter Hills Circle (PID # 96000375).

### **Background**

Council is being asked to approve a Special Intensity Allocation (SIA) of 1.0 acre involving 1 parcel of undeveloped land within the Trotter Hills business park in the Pinehurst South area just west of NC Highway 5. The property is zoned OP (Office Professional) which permits up to 70% impervious area or 30,492 square feet. The parcel is also located within the WS II Drowning Creek – Lumber River Balance of Watershed, which limits non-residential development to 12% built upon area unless a Special Intensity Allocation (SIA) is granted by the Village Council pursuant to Section 8.3.3.5(B) of the Pinehurst Development Ordinance (PDO).

If the SIA is granted, it would permit construction of a 5,000 square foot single story office building with associated surface parking. The proposed impervious area is 52.7% (22,943 square feet) and under the impervious limitation of 70% maximum in the OP district.

Section 8.3.3.5(B)(2) of the PDO states that up to ten (10%) percent of the balance of the watershed may be developed for nonresidential and multi-family uses, allowing up to seventy (70%) percent built-upon area on a project by project basis. The Technical Review Committee is currently reviewing the proposed improvements as a Minor Site Plan and this SIA allocation needs to be granted prior to issuing building and development permits for construction. The SIA allocation is the remaining issue before the TRC may issue site plan approval and construction can commence.

---



| Property Owner    | Property Location       | Moore County PID# | Project Area |
|-------------------|-------------------------|-------------------|--------------|
| TALIS REALTY, LLC | 35 Trotter Hills Circle | 96000375          | 1.0          |

### Zoning and Proposed Use

|                               |                                                                 |
|-------------------------------|-----------------------------------------------------------------|
| Current Zoning                | OP-Office Professional                                          |
| Watershed Protection District | WS II Drowning Creek-Lumber River BW                            |
| Within Corporate Limits       | Yes                                                             |
| Existing Use                  | Vacant Lot                                                      |
| Proposed Use                  | Commercial with related surface improvements.                   |
| Proposed Imperious Area       | 22,943 square feet or approximately 52.7% (up to 70% permitted) |

### Project Analysis

The proposed office development appears to meet all PDO and ESSM requirements. A total of 31 parking spaces are proposed and 25 required. Stormwater will be managed on-site through an underground stormwater detention system constructed on the northern (rear) side of the property, beneath the new parking lot. The design of this system is compliant with the State's Stormwater Best Management Practice (BMP) Manual, and the Village's standard that the post-development runoff rate shall not exceed the pre-development runoff rate during a 10-year storm event. Note that the proposed design exceeds the Village standard by also reducing the runoff rate during a 25-year design storm.

This SIA would grant relief from the WS-II BW Watershed Protection District maximum impervious built upon area of twelve percent (12%) identified in Section 8.3.3.5(B)(1) of the PDO, which is permitted up to 70% impervious coverage for non-residential uses. Per Section 8.3.3.5(B)(2)(a) the total acreage of the tract involved in the request will be counted in the SIA which also includes pervious surfaces, which totals 1.0 acre in this case.

In accordance with Section 8.3.3.5(B)(2) of the PDO, ten percent (10%) of the WS-II BW Watershed Protection District can be granted a Special Intensity Allocation (SIA). This yields a total area of 819.84 acres eligible to receive a Special Intensity Allocation in the WS-II BW Watershed Protection District. **The Village has allocated approximately 70.783 acres since 1993 leaving 749 acres of allocation remaining for future projects.**

The property is located within the corporate limits of the Village of Pinehurst and complies with the Village Council's Watershed Intensity Allocation Policy contained in Resolution 13-13 that states, "It shall be the policy of the Village of Pinehurst to only allocate special intensity allocations to properties that are located within the corporate limits of Pinehurst or to properties which have an active voluntary annexation petition to the Village of Pinehurst."

The table below outlines activity in the WS-II Watershed Protection District since 1996.

| <b>Date of Council Action</b> | <b>Project</b>                                  | <b>Area Approved by Council for SIA (Acres)</b> | <b>Balance of WS-II (Acres)</b> |
|-------------------------------|-------------------------------------------------|-------------------------------------------------|---------------------------------|
| 6/21/1993                     | Creation of WS-II (Drowning Creek)              | N/A                                             | 198.300                         |
| 12/16/1996                    | MOWASA (Moore County Water and Sewer Authority) | 0.150                                           | 198.150                         |
| 1/21/1997                     | Love Grove Freewill Baptist Church              | 0.060                                           | 198.090                         |
| 2/17/1997                     | Moore County Landfill                           | 2.580                                           | 195.510                         |
| 6/16/1997                     | Quail Haven Village                             | 6.700                                           | 188.810                         |
| 7/21/1997                     | Deep Creek Baptist Church                       | 0.260                                           | 188.550                         |
| 7/21/1997                     | Pinehurst Resort Parking Lot                    | 0.500                                           | 188.050                         |
| 8/18/1997                     | Boles Funeral Home                              | 0.690                                           | 187.360                         |
| 3/16/1998                     | Quail Haven                                     | 0.000                                           | 187.360                         |
| 6/15/1998                     | Quail Haven                                     | 0.006                                           | 187.354                         |
| 8/17/1998                     | Golf Course #1 Restrooms                        | 0.017                                           | 187.337                         |
| 10/26/1998                    | Congregational Church                           | 0.870                                           | 186.467                         |
| 10/26/1998                    | Pinehurst Resort Improvements                   | 12.830                                          | 173.637                         |
| 10/26/1998                    | Pinehurst Resort Golf Learning Center           | 1.860                                           | 171.777                         |
| 10/26/1998                    | Moore County Landfill                           | 0.150                                           | 171.627                         |
| 3/15/1999                     | Congregational Church                           | 0.023                                           | 171.604                         |
| 3/15/1999                     | Harness Track                                   | 2.290                                           | 169.314                         |
| 4/19/1999                     | Pinehurst Track Restaurant                      | 0.010                                           | 169.304                         |
| 6/21/1999                     | Quail Haven Village                             | 0.010                                           | 169.294                         |
| 5/30/2000                     | Pinehurst Resort Green House                    | 0.870                                           | 168.424                         |
| 1/23/2001                     | The Pinehurst Company                           | 0.020                                           | 168.404                         |
| 1/23/2001                     | The Pinehurst Company                           | 0.590                                           | 167.814                         |
| 1/23/2001                     | Bretton Woods Pool Pavilion                     | 0.598                                           | 167.216                         |
| 5/22/2001                     | Quail Haven Village                             | 0.022                                           | 167.194                         |
| 7/24/2001                     | Trotter Hills Development                       | 1.560                                           | 165.634                         |
| 10/8/2001                     | Pinehurst Hardware                              | 0.350                                           | 165.284                         |
| 1/16/2004                     | Moore County ABC Store                          | 0.377                                           | 164.907                         |
| 8/2/2004                      | Rudd Office Building                            | 0.340                                           | 164.567                         |
| 12/16/2008                    | Community One Bank                              | 1.440                                           | 163.127                         |
| 5/5/2011                      | Village Chapel                                  | 1.440                                           | 161.687                         |
| 1/10/2012                     | Quality Care Pharmacy                           | 1.440                                           | 160.247                         |
| 6/12/2012                     | Moore County Transfer of WS-II Acreage          | + 621.537                                       | 781.784                         |



|            |                                                |       |         |
|------------|------------------------------------------------|-------|---------|
| 1/8/2013   | Village Green                                  | 6.630 | 775.154 |
| 11/18/2013 | Terry Riney Office                             | 1.140 | 774.014 |
| 9/8/2015   | Sandhills Alliance Church                      | 1.540 | 772.474 |
| 6/28/2016  | Kirkpatrick Office Building                    | 1.000 | 771.474 |
| 8/13/2019  | LaForet Townhomes                              | 6.950 | 764.524 |
| 8/13/2019  | Pinehurst Coin Exchange                        | 1.440 | 763.084 |
| 1/14/2020  | Pinehurst Resort Beach Club Improvements       | 5.810 | 757.274 |
| 9/8/2020   | Huntley Office Building                        | 1.000 | 756.274 |
| 4/27/2021  | Hwy 5 Retail Development                       | 0.850 | 755.424 |
| 4/27/2021  | Vieta Dermatology                              | 3.350 | 752.074 |
| 8/10/21    | 95 Trotter Hills NC Child Development Services | 1.04  | 751.034 |
| 10/26/2021 | Veteran's Guardian Association Parking Lot     | 0.94  | 750.094 |
| *2/28/2023 | Veterans Guardian Parking*                     | 1.03  | 749.064 |
| *2/28/2023 | 35 Trotter Hills Ron Talis Medical Office*     | 1.0   | 748.064 |

\* Tentative until approved by Village Council (both requests on the 02-28-2023 meeting agenda)

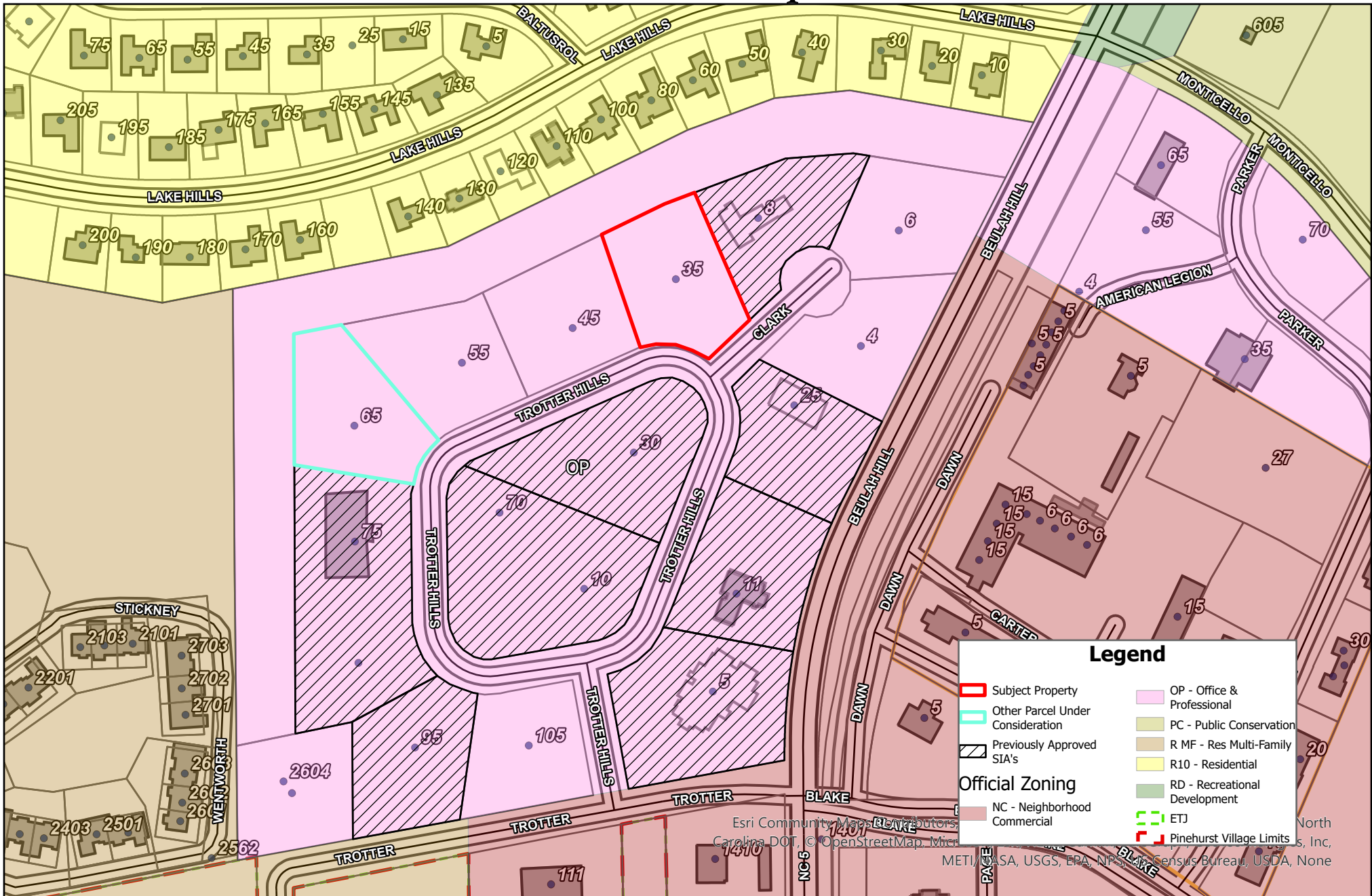
### **Associated Approvals**

As previously mentioned in this memo, the Technical Review Committee is currently reviewing the proposed improvements as a Minor Site Plan and a SIA allocation would need to be granted prior to issuing site plan approval for construction. The SIA is the remaining issue before the TRC may issue site plan approval and construction can commence.

### **Staff Recommendation**

As the project will meet all PDO and ESSM requirements as well as the Council adopted Watershed Intensity Allocation Policy, staff recommends approval of the SIA from the WS-II Watershed Protection District of 1.0 acre as proposed, which Council can approve by motion.

# Area Map



0 330 660 Feet

Village of Pinehurst Disclaimer: It is understood that the data contained herein is subject to constant change and that its accuracy cannot be guaranteed. The maps have been created from information provided by various government and private sources at various levels of accuracy. The data is provided to you "as is" with no warranty, representation or guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the information provided herein. It is the responsibility of the user of the data to be aware of the data's limitations and to utilize the data in an appropriate manner. Any resale of this data is strictly prohibited in accordance with North Carolina General Statutes 132-10. Grid is based on North Carolina State Plane Coordinate System NAD83 (feet).

2/20/2023

## Trotter Hills Office Park Special Intensity Allocation (SIA) Request





Legend:

- = Iron Pipe Found
- = Iron Rod Found
- = Concrete Monument Found
- ▲ = PK Nail Found
- ▲ = PK Nail Set
- = Existing Right of Way
- = Proposed Right of Way
- = Boundary Line
- = Adjacent Property Lines not Surveyed
- = Existing Setback Lines
- = Proposed Setback Lines
- = Existing Contour
- = Proposed Contour
- = Approximate Location of Existing Waterline
- = Proposed 6" Waterline
- = Approximate Location of Existing Gas line
- = Existing Sanitary Sewer Line
- = Proposed 8" Sanitary Sewer Line
- = Existing Easement
- = Proposed Easement
- = Existing Overhead Utility
- = Existing Underground Utility
- = Existing Wetland Limits
- = Existing Fence
- = Proposed Fence
- = Proposed 4" Sewer Service
- = Proposed 2" Water Service
- = Limits of Disturbance
- = Proposed Silt Fence
- = Proposed Temporary Diversion
- = Existing Stream Centerline
- = Existing Soil Road
- = Existing Gravel Road
- = Existing Light Pole
- = Proposed Light Pole
- = Existing Utility Pole
- = Proposed Utility Pole
- = Existing Water Meter
- = Proposed Water Meter
- = Existing Water Valve
- = Proposed Water Valve
- = Existing Fire Hydrant
- = Proposed Fire Hydrant
- = Existing Sanitary Sewer Manhole
- = Proposed Sanitary Sewer Manhole
- = Existing Sewer Clean out
- = Proposed Sewer Clean out
- = Curb Inlet
- = Existing Storm Drain Manhole
- = High Density Polyethylene Pipe
- = Reinforced Concrete Pipe
- = Flared End Section
- = Proposed Spot Elevation
- = 10' Pine (typ.)
- = Existing Tree to be Removed

SITE DATA

SITE JURISDICTION:  
ADDRESS:  
PARCEL ID/PIN:  
DEED BOOK & PAGE:  
CURRENT ZONING:  
SETBACKS:  
OP ZONING:  
FRONT:  
SIDE:  
REAR:  
RECORDED PLAT:  
FRONT:  
SIDE:  
REAR:  
TOTAL ACREAGE:  
WATER SUPPLY WATERSHED:  
EXISTING IMPERVIOUS AREA:  
PROPOSED IMPERVIOUS AREA:  
LIMITS OF DISTURBANCE:

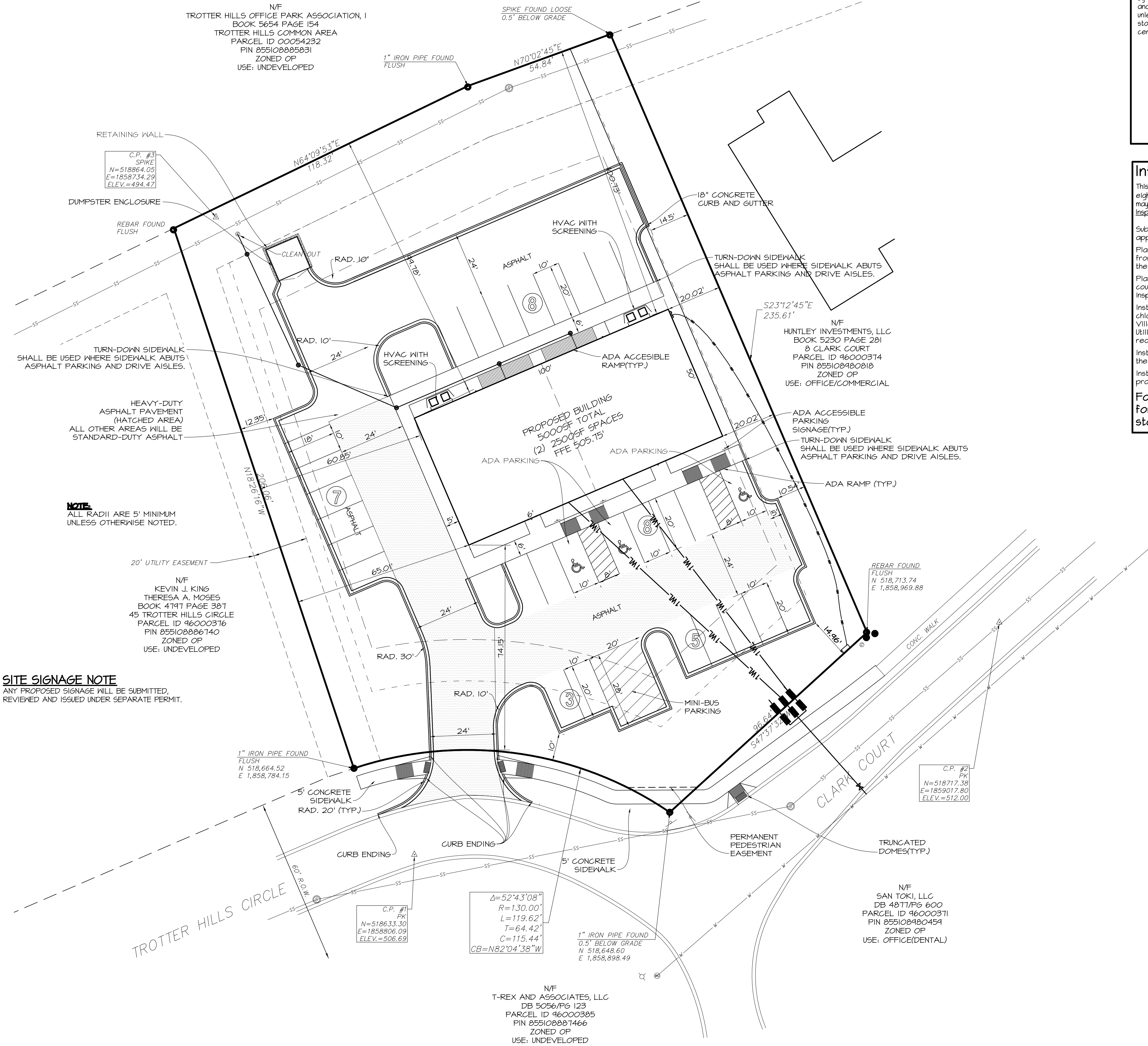
VILLAGE OF PINEHURST  
35 TROTTER HILLS CIRCLE  
PINEHURST, NC  
46000375/055108080136  
BOOK 5035, PAGE 224  
OP  
25'  
15'(STREET 20')  
20'  
40'  
20'  
40'  
1.0 ACRES  
MS-II-BN(HGW)  
0 SF (0%)  
22,943 SF(52.7%)  
34,514 SF

SPECIAL INTENSITY ALLOCATION REQUIRED FOR IMPERVIOUS AREA ABOVE 12%.

PARKING DATA

MEDICAL OFFICE:  
REQUIREMENT:  
5000 / 200 = 25  
SPACES REQUIRED:  
SPACES PROVIDED:  
ADA SPACES REQUIRED:  
ADA SPACES PROVIDED:

1 SPACE PER 200SF  
25  
31  
2  
3



Village of Pinehurst  
Construction Plan Approval

All construction methods and materials shall be in accordance with the standards and specifications of the Village of Pinehurst, Moore County Public Utilities, and NCDOT. In the event of a conflict between standards, the more stringent shall govern unless a written waiver is issued by the village engineer. Utility installations and other public facilities, including streets, sidewalks, and handicap ramps, have been approved by the Village of Pinehurst and shall be so installed unless a change is authorized by prior written approval. Public sanitary sewer, utility, and stormdrainage easements shall be recorded prior to final acceptance and/or issuance of a certificate of occupancy by the village.

Plan Approval Number: PLN-2022-00141  
Engineering: \_\_\_\_\_  
Fire Department: \_\_\_\_\_  
Planning: \_\_\_\_\_  
Moore Co. Public Utilities: \_\_\_\_\_

Infrastructure Inspection Notice to Contractor

This is to advise you that the Village of Pinehurst is now requiring a minimum of Forty-eight (48) hours of notice when requesting and Engineering Inspection. Inspection requests may be made by calling the Engineering Department at 245-1900. Items requiring an Engineering Inspection include, but are not limited to:

Subgrade inspection/proof rolling (streets, sidewalks, firelines, etc.) Density tests from an approved geotechnical engineering firm may be required.

Placement and inspection of base course materials including proof-rolling. Density tests from a Village approved geotechnical engineering firm may be required/accepted by the Village.

Placement and compaction of pavement materials including concrete and asphalt surface courses. Includes stringlines/grade control, paving & rolling operations, material inspections.

Installation of water and sewer mains and services including pressure testing, pipe laying, chlorination of water mains, bacterial testing, mandrel pulls, etc. necessary to meet the Village's Utility ordinances. NOTE: The contractor shall also contact Moore County Public Utilities Department Engineering Division at 441-6315 to schedule utility inspections as required by MCRUD.

Installation of formwork and placement of concrete (sidewalks, curb & gutter, etc.) within the public right of way.

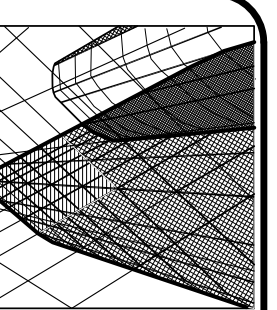
Installation of storm drainage systems (pipes, trenches, catch basins, frames/grates, outlet protection, etc.)

Failure to schedule the required inspections shall be grounds for rejection of all work not inspected and issuance of a stop-work order until the project is in compliance.

RON TALIS MEDICAL OFFICE  
35 TROTTER HILLS CIRCLE, PINEHURST, NC

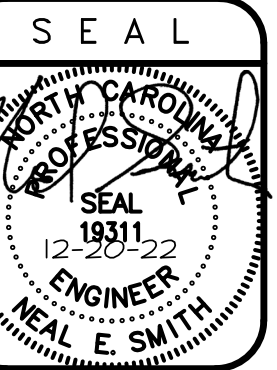
SITE LAYOUT PLAN

| REVISIONS | DATE     | BY  | CHK |
|-----------|----------|-----|-----|
| 1         | 12-20-22 | BCW | BCW |
| 2         |          |     |     |



Neal Smith Engineering, Inc.  
139 Pinehurst Avenue - Suite C  
Southern Pines, NC 28387  
Phone: (910) 695-8825  
Fax: (910) 695-8832  
www.nseinc.com  
License No. C-1425

NSI



RELEASED  
for  
CONSTRUCTION

DRAWN BY:  
SCALE:  
AS NOTED  
DATE:  
07-21-22  
JOB NUMBER:  
2200507  
DRAWING KEY:  
SP-1

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OP ZONING  
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SIDE:  
REAR:  
RECORDED PLAT:  
FRONT:  
SIDE:  
REAR:  
TOTAL ACREAGE  
WATER SUPPLY WATERSHED:  
EXISTING IMPERVIOUS AREA:  
PROPOSED IMPERVIOUS AREA:  
LIMITS OF DISTURBANCE:  
SPECIAL INTENSITY ALLOCATION REQUIRED FOR IMPERVIOUS AREA ABOVE 12%:

VILLAGE OF PINEHURST  
35 TROTTER HILLS CIRCLE  
PINEHURST, NC  
46000315/05510880136  
BOOK 5033, PAGE 224  
OP

25'  
(15' STREET 20')  
20'

40'  
20'  
40'

1.0 ACRES  
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0 SF (0%)  
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ADA SPACES REQUIRED:  
ADA SPACES PROVIDED:

1 SPACE PER 200SF  
25  
31  
2  
3

GENERAL NOTES:

THIS MAP IS NOT IN ACCORDANCE WITH 66 47-30.

AREA BY COORDINATE METHOD.

PROPERTY CURRENTLY ZONED OP PER THE VILLAGE OF PINEHURST.

PROPERTY DOES NOT LIE WITHIN A FEMA DESIGNATED SPECIAL FLOOD HAZARD AREA.

BOUNDARY AND TOPOGRAPHIC SURVEY PROVIDED BY: CRAIG FOSTER P.L.S., PLLC, 345 FURR ROAD, VASS NC

CONTRACTOR TO VERIFY THE EXACT LOCATIONS AND SIZE OF EXISTING UTILITIES PRIOR TO CONSTRUCTION.

ALL RADII ARE 5' UNLESS OTHERWISE NOTED.

THE ENGINEER SHALL NOT BE RESPONSIBLE FOR SITE CHANGES TO THE APPROVED PLANS. ANY VARIATION TO THE APPROVED PLAN SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER FOR EVALUATION OF THE SITE CONDITIONS AND RESUBMITTED FOR APPROVAL.

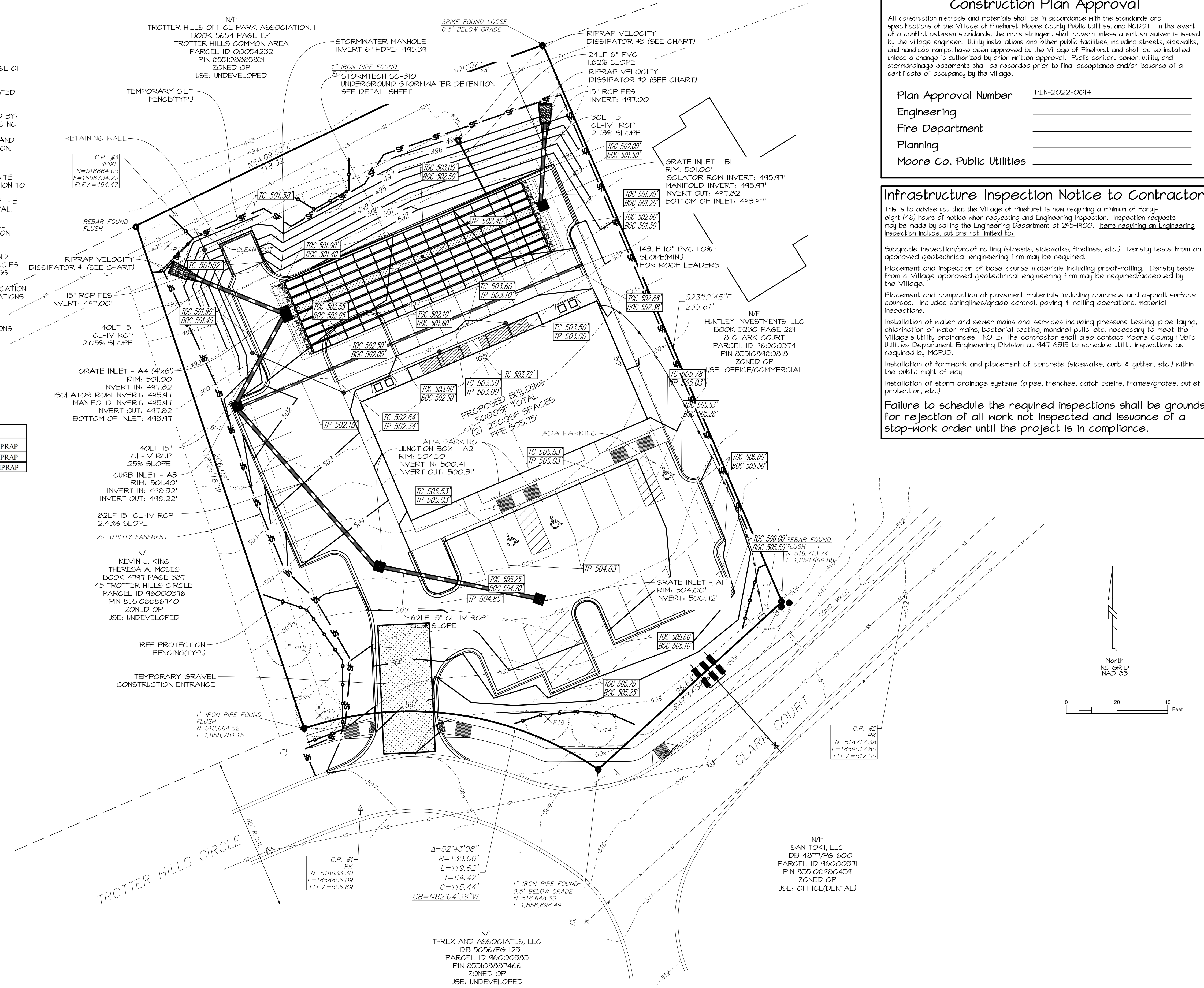
CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL APPLICABLE PERMITS PRIOR TO ANY CONSTRUCTION ACTIVITIES.

THE CONTRACTOR SHALL CONTACT THE OWNER AND ENGINEER FOR A REVIEW SHOULD ANY DISCREPANCIES BE DISCOVERED AT THE SITE OR ON THE DRAWINGS.

UTILITY LOCATIONS SHOWN ARE FOR GENERAL LOCATION PURPOSES AND COORDINATION ONLY. THESE LOCATIONS ARE NOT THE RESPONSIBILITY OF NEAL SMITH ENGINEERING, INC.

THE CONTRACTOR SHALL DETERMINE THE LOCATIONS AND INSTALL ALL REQUIRED CONDUIT PRIOR TO INSTALLING PAVEMENT OR SIDEWALKS.

| RIPRAP VELOCITY DISSIPATOR SIZE CHART                        |  |
|--------------------------------------------------------------|--|
| #1 4.0'WD X 7.5' LG. C 5.0' WD X 18" DEEP - CLASS "I" RIPRAP |  |
| #2 4.0'WD X 7.5' LG. C 3.0' WD X 18" DEEP - CLASS "I" RIPRAP |  |
| #3 1.5'WD X 2.0' LG. C 2.0' WD X 18" DEEP - CLASS "B" RIPRAP |  |



Village of Pinehurst  
Construction Plan Approval

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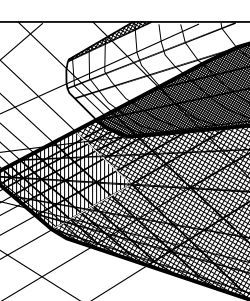
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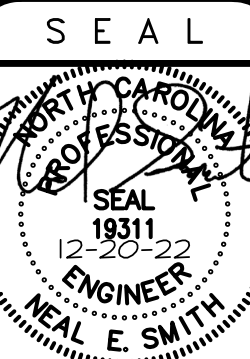
GRADING, DRAINAGE AND EROSION CONTROL PLAN

| REVISIONS | DATE     | BY  | CHK |
|-----------|----------|-----|-----|
| 1         | 12-20-22 | BCW |     |
| 2         |          |     |     |



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NS



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for  
CONSTRUCTION

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AS NOTED  
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2200507  
DRAWING KEY:  
C-1

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**DISCUSS AND CONSIDER A SPECIAL INTENSITY ALLOCATION FOR 65  
TROTTER HILLS CIRCLE (VETERAN'S GUARDIAN PARKING LOT)  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Alex Cameron

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

2/20/2023

**MEMO DETAILS:**

Village Council is being asked to approve a Special Intensity Allocation (SIA) of 1.03 acres involving 1 parcel of undeveloped land within the Trotter Hills business park in the Pinehurst South area just west of NC Highway 5. The property is zoned OP (Office Professional) which permits up to 70% impervious area. The parcel is also located within the WS II Drowning Creek – Lumber River Balance of Watershed, which limits non-residential development to 12% built upon area unless a Special Intensity Allocation (SIA) is granted by the Village Council pursuant to Section 8.3.3.5(B) of the Pinehurst Development Ordinance (PDO).

If granted, the request would allow for the development of a 55 space parking lot to serve the adjacent professional services office and once combined with the adjacent property result in an impervious surface total of approximately 35.9% of the total area.

**ATTACHMENTS:**

Description

- ☐ Staff Report
- ☐ Proposed Site and Drainage Plan



---

## PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

---

**To:** Mayor Strickland and Village Council  
**From:** Alex Cameron, Planning Supervisor  
**CC:** Jeff Sanborn, Village Manager  
Kelly Chance, Village Clerk  
**Date:** February 21, 2023  
**Subject:** Request for Special Intensity Allocation of 1.03 acres for Veteran's Guardian Association additional parking at 65 Trotter Hills Circle (PID # 96000378).

### **Background**

Village Council is being asked to approve a Special Intensity Allocation (SIA) of 1.03 acres involving 1 parcel of undeveloped land within the Trotter Hills business park in the Pinehurst South area just west of NC Highway 5. The property is zoned OP (Office Professional) which permits up to 70% impervious area. The parcel is also located within the WS II Drowning Creek – Lumber River Balance of Watershed, which limits non-residential development to 12% built upon area unless a Special Intensity Allocation (SIA) is granted by the Village Council pursuant to Section 8.3.3.5(B) of the Pinehurst Development Ordinance (PDO).

The request to grant the SIA is to allow for the development of additional parking to serve the Veteran's Guardian Association (Professional Service) which would result in an increase of approximately 18,295 square feet of impervious area. The existing business is located on the adjacent lot at 75 Trotter Hills Circle. The owner has purchased the properties on either side (85 & 65 Trotter Hills Circle) for the opportunity to construct the proposed parking and any future addition to the existing office. In 2021, the owner purchased the property at 85 Trotter Hills Circle and pursued a SIA request and site plan approval for a similar proposal to add parking to the site which was approved by both the Village Council and the Technical Review Committee (TRC). Since that time, the owner decided to pursue purchasing the subject lot and use that area for additional parking. The owner is currently in the process of combining the subject property with the other parcel and this will be needed to be executed prior to site plan approval. Once the properties are combined, the resulting impervious area would be approximately 35.9%.

Section 8.3.3.5(B)(2) of the PDO states that up to ten (10%) percent of the balance of the watershed may be developed for nonresidential and multi-family uses, allowing up to seventy (70%) percent built-upon area on a project by project basis. The Technical Review Committee (TRC) have been reviewing the proposed improvements as a Minor Site Plan and this SIA allocation needs to be granted prior to issuing building and development permits for construction.

---



| Property Owner               | Property Location       | Moore County PID# | Project Area |
|------------------------------|-------------------------|-------------------|--------------|
| 75 Trotter Hills Circle, LLC | 65 Trotter Hills Circle | 96000378          | 1.03         |

### **Zoning and Proposed Use**

|                                      |                                                                                                                                                                   |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Current Zoning</b>                | OP-Office Professional                                                                                                                                            |
| <b>Watershed Protection District</b> | WS II Drowning Creek-Lumber River                                                                                                                                 |
| <b>Within Corporate Limits</b>       | Yes                                                                                                                                                               |
| <b>Existing Use</b>                  | Vacant                                                                                                                                                            |
| <b>Proposed Use</b>                  | Additional parking to serve adjacent professional service office building (Veteran's Guardian Association)                                                        |
| <b>Proposed Imperious Area</b>       | 18,295 square feet or approximately 40.64% of existing lot, 35.9% total once combined with adjacent property (up to 70% permitted per SIA and OP Zoning District) |

### **Project Analysis**

The proposed project involves construction of a 55 space parking lot. The parking lot will serve the adjacent Veteran's Guardian Association professional services office which has an existing 34 parking spaces. One space will be removed as part of the construction and therefore leaving a net total of 88 spaces. Due to the increase in use at the professional services office, often times there is not enough available on-site parking spaces which results into spill over into the right-of-way and in non-improved or marked areas on-site. Therefore, there is a current need to provide for additional on-site parking to serve this use.

The PDO requires the use of Best Management Practices (BMP) to minimize water quality impacts if an SIA is approved. Stormwater is collected by a network consisting of curb and gutter, curb inlets, and approximately 300 linear feet of pipe that discharges into a stormwater management pond. The stormwater management pond is designed for the first inch of runoff to infiltrate with the remainder being held and then released at the pre-development runoff rate for a 25-year, 24 hour storm event. The system is designed to meet and exceed the Village's Engineering Standards to handle post development runoff for a 10-year, 24 hour storm event. The system will also allow for the first inch of runoff to infiltrate into the ground as a quality design to implement BMP's. The provided soil scientist report and analysis has indicated an infiltration rate of 10.0" per hour which far exceeds the minimum requirement by North Carolina Department of Environmental Quality (NCDEQ).

This SIA would grant relief from the WS-II Watershed Protection District maximum impervious built upon area of twelve percent (12%) identified in Section 8.3.3.5 (B) (1) of the PDO, which again is permitted up to 70% impervious coverage for non-residential uses and within the OP (Office & Professional Development District). Per Section 8.3.3.5 (B) (2) (a), the total acreage of the tract shall be calculated in granting the allocation including pervious areas, which totals 1.03 acres with this request. Up to ten percent (10%) of the WS-II Watershed Protection District can be granted a Special Intensity Allocation (SIA). This yields a total area of 819.84 acres eligible to receive a Special Intensity Allocation in the WS-II Watershed Protection District. **The Village has allocated approximately 70.783 acres since 1993 leaving 749 acres of allocation remaining for future projects.**

The property is located within the corporate limits of the Village of Pinehurst and complies with the Village Council's Watershed Intensity Allocation Policy contained in Resolution 13-13 that states, "It shall be the policy of the Village of Pinehurst to only allocate special intensity allocations to properties that are located within the corporate limits of Pinehurst or to properties which have an active voluntary annexation petition to the Village of Pinehurst."

### **Associated Approvals**

As previously mentioned in this memo, the Technical Review Committee is currently reviewing the proposed improvements as a Minor Site Plan and a SIA allocation would need to be granted prior to issuing site plan approval for construction. The SIA is the remaining issue before the TRC may issue site plan approval and construction can commence.

The table below outlines activity in the WS-II Watershed Protection District since 1996.

| <b>Date of Council Action</b> | <b>Project</b>                                  | <b>Area Approved by Council for SIA (Acres)</b> | <b>Balance of WS-II (Acres)</b> |
|-------------------------------|-------------------------------------------------|-------------------------------------------------|---------------------------------|
| 6/21/1993                     | Creation of WS-II (Drowning Creek)              | N/A                                             | 198.300                         |
| 12/16/1996                    | MOWASA (Moore County Water and Sewer Authority) | 0.150                                           | 198.150                         |
| 1/21/1997                     | Love Grove Freewill Baptist Church              | 0.060                                           | 198.090                         |
| 2/17/1997                     | Moore County Landfill                           | 2.580                                           | 195.510                         |
| 6/16/1997                     | Quail Haven Village                             | 6.700                                           | 188.810                         |
| 7/21/1997                     | Deep Creek Baptist Church                       | 0.260                                           | 188.550                         |
| 7/21/1997                     | Pinehurst Resort Parking Lot                    | 0.500                                           | 188.050                         |
| 8/18/1997                     | Boles Funeral Home                              | 0.690                                           | 187.360                         |
| 3/16/1998                     | Quail Haven                                     | 0.000                                           | 187.360                         |
| 6/15/1998                     | Quail Haven                                     | 0.006                                           | 187.354                         |
| 8/17/1998                     | Golf Course #1 Restrooms                        | 0.017                                           | 187.337                         |
| 10/26/1998                    | Congregational Church                           | 0.870                                           | 186.467                         |
| 10/26/1998                    | Pinehurst Resort Improvements                   | 12.830                                          | 173.637                         |
| 10/26/1998                    | Pinehurst Resort Golf Learning Center           | 1.860                                           | 171.777                         |
| 10/26/1998                    | Moore County Landfill                           | 0.150                                           | 171.627                         |
| 3/15/1999                     | Congregational Church                           | 0.023                                           | 171.604                         |
| 3/15/1999                     | Harness Track                                   | 2.290                                           | 169.314                         |
| 4/19/1999                     | Pinehurst Track Restaurant                      | 0.010                                           | 169.304                         |
| 6/21/1999                     | Quail Haven Village                             | 0.010                                           | 169.294                         |
| 5/30/2000                     | Pinehurst Resort Green House                    | 0.870                                           | 168.424                         |



|             |                                                |           |         |
|-------------|------------------------------------------------|-----------|---------|
| 1/23/2001   | The Pinehurst Company                          | 0.020     | 168.404 |
| 1/23/2001   | The Pinehurst Company                          | 0.590     | 167.814 |
| 1/23/2001   | Bretton Woods Pool Pavilion                    | 0.598     | 167.216 |
| 5/22/2001   | Quail Haven Village                            | 0.022     | 167.194 |
| 7/24/2001   | Trotter Hills Development                      | 1.560     | 165.634 |
| 10/8/2001   | Pinehurst Hardware                             | 0.350     | 165.284 |
| 1/16/2004   | Moore County ABC Store                         | 0.377     | 164.907 |
| 8/2/2004    | Rudd Office Building                           | 0.340     | 164.567 |
| 12/16/2008  | Community One Bank                             | 1.440     | 163.127 |
| 5/5/2011    | Village Chapel                                 | 1.440     | 161.687 |
| 1/10/2012   | Quality Care Pharmacy                          | 1.440     | 160.247 |
| 6/12/2012   | Moore County Transfer of WS-II Acreage         | + 621.537 | 781.784 |
| 1/8/2013    | Village Green                                  | 6.630     | 775.154 |
| 11/18/2013  | Terry Riney Office                             | 1.140     | 774.014 |
| 9/8/2015    | Sandhills Alliance Church                      | 1.540     | 772.474 |
| *6/28/2016  | Kirkpatrick Office Building                    | 1.000     | 771.474 |
| 8/13/2019   | La Foret Townhomes                             | 6.950     | 764.524 |
| 8/13/2019   | Pinehurst Coin Exchange                        | 1.440     | 763.084 |
| 1/14/2020   | Pinehurst Resort Beach Club Improvements       | 5.81      | 757.274 |
| 9/8/2021    | Huntley Office Building                        | 1.0       | 756.274 |
| 4/27/2021   | Hwy 5 Retail Development                       | 0.850     | 755.424 |
| 4/27/2021   | Vieta Dermatology                              | 3.350     | 752.074 |
| 8/10/21     | 95 Trotter Hills NC Child Development Services | 1.04      | 751.034 |
| *10/26/2021 | Veteran's Guardian Association Parking Lot     | 0.94      | 750.094 |
| **2/28/2023 | Veterans Guardian Parking**                    | 1.03      | 749.064 |
| **2/28/2023 | 35 Trotter Hills Ron Talis Medical Office**    | 1.0       | 748.064 |

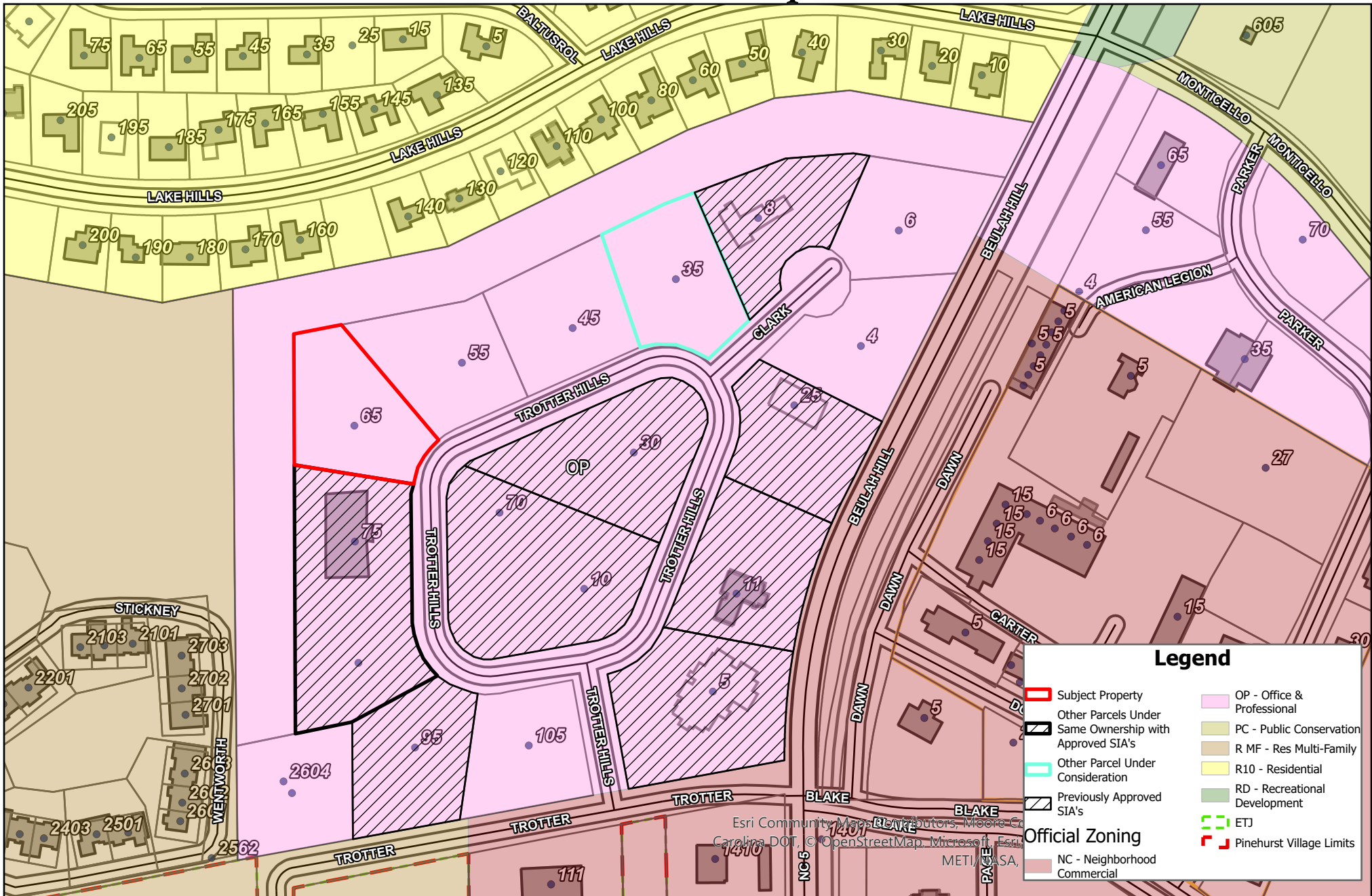
\* Previously approved SIA for adjacent property (75 & 85 Trotter Hills Circle) to be combined with subject property

\*\* Tentative until approved by Village Council (both requests on the 02-28-2023 meeting agenda)

### **Staff Recommendation**

As the project will meet all PDO and ESSM requirements as well as the Council adopted Watershed Intensity Allocation Policy, staff recommends approval of the SIA for the project as proposed and allocating the 1.03 acres from the balance of the WS-II Watershed Protection District, which Council can approve by motion.

# Area Map



## Trotter Hills Office Park Special Intensity Allocation (SIA) Request





| SITE DATA:                                                                                                                                                           |     |                                             |       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------------------------------------|-------|
| PROJECT NAME:                                                                                                                                                        |     |                                             |       |
| VETERANS GUARDIAN PARKING LOT                                                                                                                                        |     |                                             |       |
| OWNER:                                                                                                                                                               |     | OWNER EMAIL CONTACT:                        |       |
| 75 TROTTER HILLS CIRCLE, LLC                                                                                                                                         |     | SCOTT.GREENBLATT@VETSGUARDIAN.COM           |       |
| ENGINEER:                                                                                                                                                            |     | ENGINEER EMAIL CONTACT:                     |       |
| LKC ENGINEERING, PLLC                                                                                                                                                |     | PHILIP@LKCENGINEERING.COM                   |       |
| PROJECT ADDRESS:                                                                                                                                                     |     | LAT & LONG:                                 |       |
| 65 TROTTER HILLS CIR, PINEHURST, NC 28374                                                                                                                            |     | 35°09'48.4"N, 79°25'23.3"W                  |       |
| PARCEL ID#:                                                                                                                                                          |     | PIN:                                        |       |
| 96000379 & 96000378                                                                                                                                                  |     | 855100882283 & 855108882593                 |       |
| DEED BOOK & PAGE:                                                                                                                                                    |     |                                             |       |
| DB 5744, 5729 PG 248, 122                                                                                                                                            |     |                                             |       |
| LOT SIZE:                                                                                                                                                            |     | DISTURBED AREA:                             |       |
| 1.03 ACRES (65 TROTTER HILLS CIR.)<br>1.95 ACRES (75 TROTTER HILLS CIR.)<br>2.98 ACRES (TOTAL)<br>*65 TROTTER HILLS CIR. TO BE RECOMBINED WITH 75 TROTTER HILLS CIR. |     | 1.15 ACRES                                  |       |
| CURRENT ZONING:                                                                                                                                                      |     | SETBACKS:                                   |       |
| OP                                                                                                                                                                   |     | FRONT: 40 FT<br>BACK: 40 FT<br>SIDES: 20 FT |       |
| WATERSHED:                                                                                                                                                           |     | RECEIVING WATER COURSE:                     |       |
| WS-II                                                                                                                                                                |     | HORSE CREEK (PINEHURST LAKE)                |       |
| STREAM CLASS:                                                                                                                                                        |     | RIVER BASIN:                                |       |
| HQW                                                                                                                                                                  |     | LUMBER RIVER                                |       |
| HQW:                                                                                                                                                                 | Y/N | FLOODZONE:                                  |       |
|                                                                                                                                                                      | YES | NONE                                        |       |
| EXISTING IMPERVIOUS AREA:                                                                                                                                            |     | AC.                                         | %     |
| 28,225 SF                                                                                                                                                            |     | 0.65                                        | 21.8% |
| PROPOSED NEW IMPERVIOUS AREA:                                                                                                                                        |     | AC.                                         | %     |
| 18,295 SF                                                                                                                                                            |     | 0.42                                        | 14.1% |
| TOTAL IMPERVIOUS AREA:                                                                                                                                               |     | AC.                                         | %     |
| 46,520 SF                                                                                                                                                            |     | 1.07                                        | 35.9% |

INDIVIDUAL IMPERVIOUS AREAS:

LOT 65: 1.03 A.C.  
EX. IMPERVIOUS: 0 A.C.(0%)  
PROPOSED IMPERVIOUS: 0.42 A.C.(40.64%)

LOT 75: 1.95 A.C.  
EX. IMPERVIOUS: 0.65 A.C.(33.3%)

TOTAL (RECOMBINED): 2.98 ACS  
COMBINED IMPERVIOUS: 1.07 A.C.(35.9%)

TBM: EIR 0.5"FLUSH  
N: 518467.86  
E: 1858191.32  
ELEV: 490.00

TBM: EIP 1IN.DIA. 1FT.UG  
N: 518432.52  
E: 1858393.22  
ELEV: 498.44

#### INFRASTRUCTURE INSPECTION NOTICE TO CONTRACTOR

THIS IS TO ADVISE YOU THE THE VILLAGE OF PINEHURST IS NOW REQUIRING A MINIMUM OF FORTY-EIGHT(48) HOURS OF NOTICE WHEN REQUESTING AN ENGINEERING INSPECTION. INSPECTION REQUESTS MAY BE MADE BY CALLING THE ENGINEERING DEPARTMENT AT 295-1900. ITEMS REQUIRING AN ENGINEERING INSPECTION INCLUDE, BUT ARE NOT LIMITED TO:

- SUBGRADE INSPECTION/PROOF ROLLING(STREETS, SIDEWALKS, FIRE LANES, ETC.) DENSITY TESTS FROM AN APPROVED GEO-TECHNICAL ENGINEERING FIRM MAY BE REQUIRED.
- PLACEMENT AND INSPECTION OF BASE COURSE MATERIALS INCLUDING PROOF-ROLLING. DENSITY TESTS FROM A VILLAGE APPROVED GEO-TECHNICAL ENGINEERING FIRM MAY BE REQUIRED/ACCEPTED BY THE VILLAGE.
- PLACEMENT AND COMPACTING OF PAVEMENT MATERIALS INCLUDING CONCRETE AND ASPHALT SURFACE COURSES. INCLUDES STRINGLINES/GRADE CONTROL, PAVING AND ROLLING OPERATIONS, MATERIAL INSPECTIONS. INSTALLATION OF WATER AND SEWER MAINS AND SERVICES INCLUDING PRESSURE TESTING, PIPE LAYING CHLORINATION OF WATER.
- MAINS, BACTERIAL TESTING, MANDREL PULLS, ETC. NECESSARY TO MEET THE VILLAGE'S UTILITY ORDINANCES. NOTE: THE CONTRACTOR SHALL ALSO CONTACT THE MOORE COUNTY UTILITIES DEPARTMENT ENGINEERING DIVISION AT 947-6315 TO SCHEDULE UTILITY INSPECTIONS AS REQUIRED BY MCPUD.
- INSTALLATION OF FORMWORK AND PLACEMENT OF CONCRETE(SIDEWALKS, CURB AND GUTTER, ETC.) WITHIN PUBLIC RIGHT OF WAY. INSTALLATION OF STORM DRAINAGE SYSTEMS(PIPES, TRENCHES, CATCH BASINS, FRAMES/GRATES, OUTLET, PROTECTION, ETC.)
- INSTALLATION OF STORM DRAINAGE SYSTEMS(PIPES, TRENCHES, CATCH BASINS, FRAMES/GRATES, OUTLET, PROTECTION, ETC.)

FAILURE TO SCHEDULE THE REQUIRED INSPECTIONS SHALL BE GROUNDS FOR REJECTION OA ALL WORK NOT INSPECTED AND ISSUANCE OF A STOP-WORK ORDER UNTIL THE PROJECT IS IN COMPLIANCE.



#### VILLAGE OF PINEHURST CONSTRUCTION PLAN APPROVAL

All Construction Methods and Materials shall be in accordance with the Village of Pinehurst, Moore County Public Utilities, and NCDOT Standards and Specifications. In the event of a conflict between standards, the more stringent shall govern unless a written waiver is issued by the Village Engineer. Utility installations and other Public Facilities, including streets, sidewalks, and handicap ramps, have been approved by the Village of Pinehurst and shall be so installed unless a change is authorized by prior written approval. Public Sanitary Sewer and Utility Easements shall be recorded prior to final acceptance and/or issuance of a Certificate of Occupancy by the Village.

PLAN APPROVAL NUMBER # PLN-2022-00148

ENGINEERING

FIRE DEPARTMENT

PLANNING

MOORE CO. PUBLIC UTILITIES

#### NOTES:

- SURVEY INFORMATION FROM THE SURVEYOR OF RECORD, LKC ENGINEERING, PLLC; JEFFREY GREEN, PLS, LIC. # L-3972; 140 AQUA SHED CT., ABERDEEN, NC 28315, TEL #: 910-420-1436.
- ALL GENERAL NOTES, ABBREVIATIONS, SYMBOLS, AND OTHER INFORMATION INDICATED ON SHEET C-01 SHALL APPLY TO THIS PLAN.
- THE PURPOSE OF THE PLAN IS FOR INFORMATIONAL PURPOSES ONLY. THOUGH THIS PLAN IS FROM AN ACTUAL FIELD SURVEY IT IS NOT AND SHOULD NOT BE CONSIDERED A RECORDABLE DOCUMENT.
- ALL ELEVATIONS SHOWN ARE IN REFERENCE TO THE BENCHMARKS AND MUST BE VERIFIED BY THE GENERAL CONTRACTOR WITH THE SURVEYOR OF RECORD PRIOR TO BEGINNING CONSTRUCTION. ONE BENCHMARK IS AN IRON ROD ON THE WESTERN PROPERTY LINE, WITH AN ELEVATION OF 490.00'. ANOTHER BENCHMARK BEING AN IRON PIPE ON THE EASTERN PROPERTY CORNER NEAR TROTTER HILL CR. WITH AN ELEVATION OF 498.44'.
- LOCATIONS OF EXISTING UTILITY LINES HAVE BEEN TAKEN FROM UTILITY RECORDS SUPPLEMENTED BY FIELD INSPECTIONS AND SHOULD INDICATE IN GENERAL THE TYPE OF UNDERGROUND FACILITIES NOW IN SERVICE. HOWEVER, LOCATIONS SHOWN ARE NOT GUARANTEED AND ANY FURTHER DEVELOPERS OR CONTRACTORS SHOULD NOT ONLY MAKE SUBSURFACE INVESTIGATIONS BUT SHOULD ALSO ALLOW FOR CONTINGENCIES WHICH MIGHT ARISE BY REASON OF ENCOUNTERING UNRECORDED LINES OR LINES BEING IN DIFFERENT LOCATIONS THAN INDICATED ON THIS PLAT.
- THE HORIZONTAL DATUM FOR THIS SURVEY IS NC GRID NAD83 AND THE VERTICAL DATUM IS NAVD88.
- ALL DISTANCES ARE HORIZONTAL GROUND.
- AREA BY COORDINATE COMPUTATION.

#### PARKING TABLE

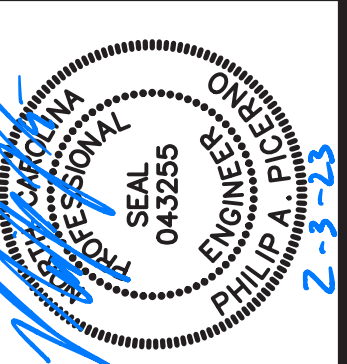
|                |    |
|----------------|----|
| EXISTING:      | 34 |
| REQUIRED:      | 30 |
| PROPOSED:      | 55 |
| REMOVED:       | 1  |
| TOTAL PARKING: | 88 |

REQUIRED PARKING CALCULATIONS:  
1 SPACE/300 SF BUILDING  
8,800 SF/300 SF = 29.33  
ADA HANDICAP SPACES REQUIRED:  
EXISTING:  
26-50 TOTAL SPACE= 2 ADA SPACES  
PROPOSED:  
51-75 TOTAL SPACE= 3 ADA SPACES

| REVISIONS |             |      |    |
|-----------|-------------|------|----|
| SYM.      | DESCRIPTION | DATE | BY |

#### SITE KEY NOTING:

| SYMBOL | DESCRIPTION                            | SHEET REFERENCE   |
|--------|----------------------------------------|-------------------|
| 1      | INSTALL ASPHALT PAVEMENT               | SEE SHT. D-01, #1 |
| 2      | INSTALL CONCRETE SIDEWALK              | SEE SHT. D-01, #2 |
| 3      | INSTALL CONCRETE WHEELSTOP             | SEE SHT. D-01, #3 |
| 4      | INSTALL STANDARD 2'-0" CURB AND GUTTER | SEE SHT. D-01, #4 |
| 5      | INSTALL HANDICAP SIGN                  | SEE SHT. D-01, #5 |
| 6      | INSTALL HANDICAP RAMP                  | SEE SHT. D-01, #6 |



LKC Engineering, pllc  
140 Aqua Shed Court  
Aberdeen, NC 28315  
O: 910.420.1437  
F: 910.637.0096  
lkceengineering.com  
License No. P-1095

Engineering  
Landscape Architecture  
Surveying

LKC

SITE LAYOUT PLAN

VETERANS GUARDIAN  
PARKING LOT

Pinehurst, North Carolina

DATE: SEPTEMBER, 2022  
DESIGNED: WLS  
DRAWN: MFL  
CHECKED: PAP  
NO.

C-03

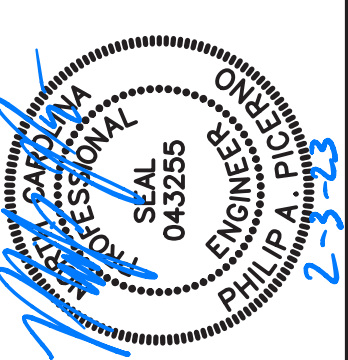


| DRAINAGE KEY NOTING: |                             |                             |
|----------------------|-----------------------------|-----------------------------|
| SYMBOL               | DESCRIPTION                 | SHEET REFERENCE             |
| 1                    | INSTALL STORM DRAIN MANHOLE | SEE SHT. D-04, #1; #5       |
| 2                    | INSTALL CURB INLET          | SEE SHT. D-04, #3; #4       |
| 3                    | INSTALL OUTLET STRUCTURE    | SEE SHT. D-03, #4; D-04, #6 |
| 4                    | INSTALL GRATE INLET         | SEE SHT. D-04, #3; #4       |
| 5                    | INSTALL SSCO COVER          | SEE SHT. D-05, #2           |

| REVISIONS |             |      |    |
|-----------|-------------|------|----|
| SYM.      | DESCRIPTION | DATE | BY |
|           |             |      |    |

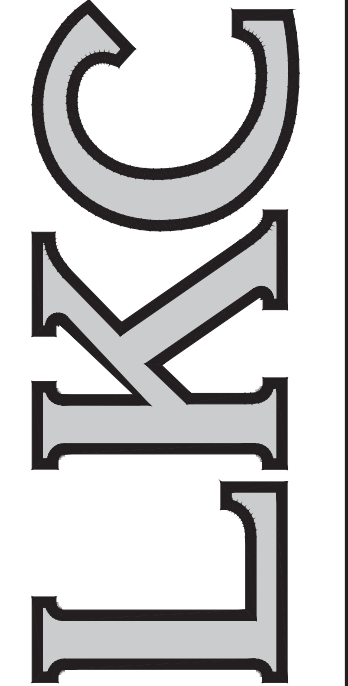
NOTES:

1. ALL GENERAL NOTES, ABBREVIATIONS, SYMBOLS, AND OTHER INFORMATION INDICATED ON SHEET C-01 SHALL APPLY TO THIS PLAN.
2. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL VILLAGE OF PINEHURST AND MOORE COUNTY STANDARDS AND SPECIFICATIONS.
3. CONTRACTOR SHALL ENSURE THAT THE EXISTING UTILITIES ARE LOCATED AND MARKED PRIOR TO CONSTRUCTION.
4. PURSUANT TO G.S.113A-57(2), THE ANGLE FOR GRADED SLOPES AND FILLS SHALL BE NO GREATER THAN THE ANGLE THAT CAN BE RETAINED BY VEGETATIVE COVER OR OTHER ADEQUATE EROSION CONTROL DEVICES OR STRUCTURES. IN ANY EVENT, SLOPES LEFT EXPOSED WILL, WITHIN 7 OR 14 DAYS OF COMPLETION OF ANY PHASE OF GRADING, BE PLANTED OR OTHERWISE PROVIDED WITH TEMPORARY OR PERMANENT GROUND COVER, DEVICES OR STRUCTURES SUFFICIENT TO RESTRAIN EROSION. PURSUANT TO G.S. 113A-57(3), PROVISIONS FOR PERMANENT GROUND COVER SUFFICIENT TO RESTRAIN EROSION MUST BE ACCOMPLISHED FOR ALL DISTURBED AREAS WITHIN 15 WORKING DAYS OR 90 CALENDAR DAYS (WHICHEVER IS SHORTER) FOLLOWING COMPLETION OF CONSTRUCTION OR DEVELOPMENT. ALL SEEDED AREAS WILL BE FERTILIZED, RE-SEEDED AS NECESSARY, AND MULCHED ACCORDING TO SPECIFICATIONS IN THE VEGETATIVE PLAN TO MAINTAIN A VIGOROUS, DENSE VEGETATION COVER. IF ANY SEEDING FAILURE OCCURS, THOSE AREAS SHALL BE RE-SEEDED WITH RYE GRAIN FOR TEMPORARY STABILIZATION AND PREPARED FOR PERMANENT SEEDING.



LKC Engineering, pllc  
140 Aqua Shed Court  
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F: 910.637.0096  
lkceengineering.com  
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Engineering  
Landscape Architecture  
Surveying



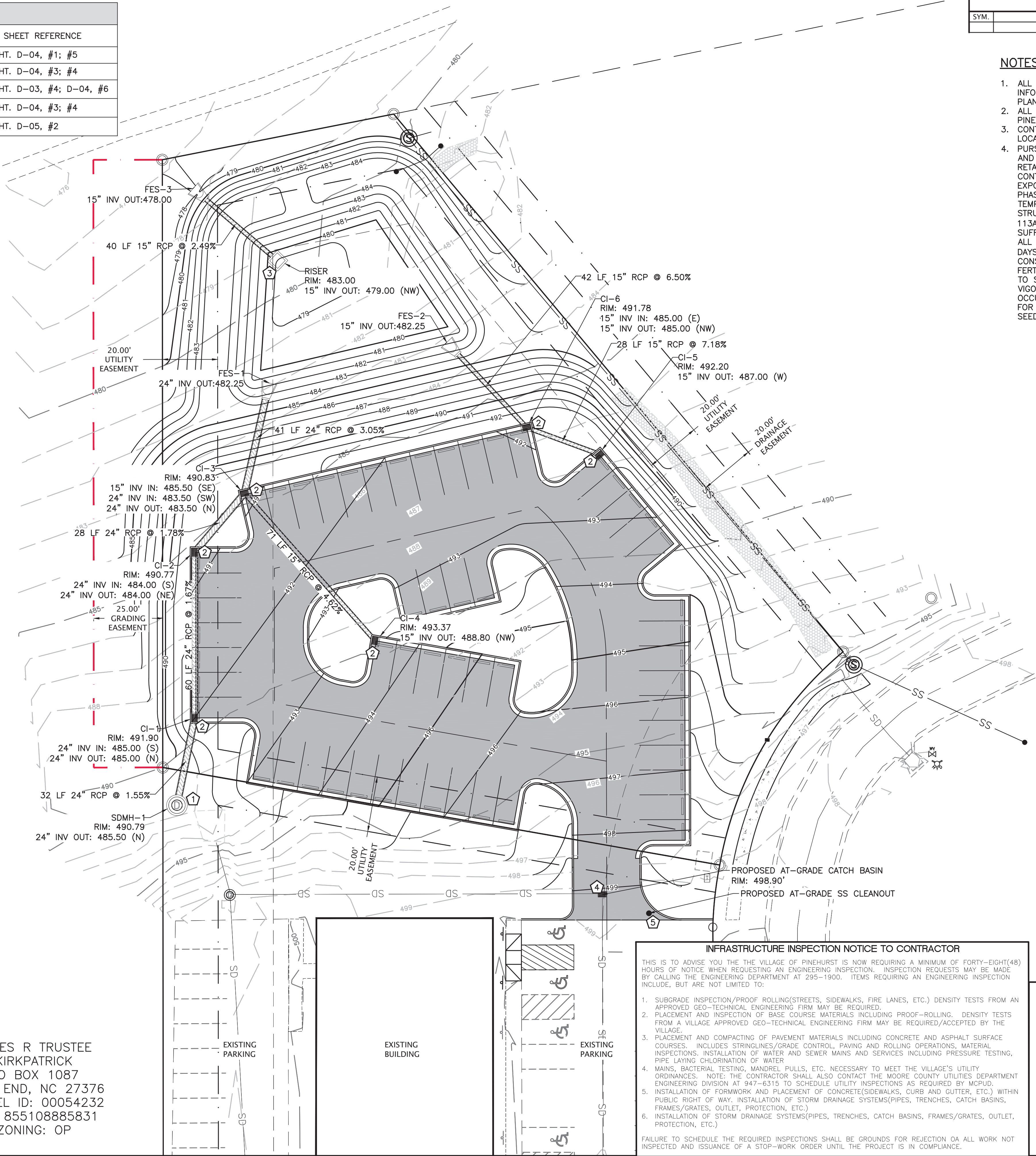
DRAINAGE PLAN

VETERANS GUARDIAN  
PARKING LOT

Pinehurst, North Carolina

|                       |
|-----------------------|
| DATE: SEPTEMBER, 2022 |
| DESIGNED: WLS         |
| DRAWN: MFL            |
| CHECKED: PAP          |
| NO.                   |

C-05



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4. MAINS, BACTERIAL TESTING, MANDREL PULLS, ETC. NECESSARY TO MEET THE VILLAGE'S UTILITY ORDINANCES. NOTE: THE CONTRACTOR SHALL ALSO CONTACT THE MOORE COUNTY UTILITIES DEPARTMENT ENGINEERING DIVISION AT 947-6315 TO SCHEDULE UTILITY INSPECTIONS AS REQUIRED BY MCPUD.
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VILLAGE OF PINEHURST  
CONSTRUCTION PLAN APPROVAL

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PLAN APPROVAL NUMBER # PLN-2022-00148

|                            |  |
|----------------------------|--|
| ENGINEERING                |  |
| FIRE DEPARTMENT            |  |
| PLANNING                   |  |
| MOORE CO. PUBLIC UTILITIES |  |





**FINANCIAL STATEMENTS FOR THE QUARTER ENDED DECEMBER 31,  
2022**

**ADDITIONAL AGENDA DETAILS:**

**FROM:**

Dana Van Nostrand

**CC:**

Jeff Sanborn & Senior Leadership

**DATE OF MEMO:**

2/13/2023

**MEMO DETAILS:**

This agenda item is a presentation of the quarterly financial statements for the six-months ended December 31, 2022.

**ATTACHMENTS:**

Description

- ☐ Quarterly Financial Statements Memo 12/31/22
- ☐ Quarterly Financial Statements 12/31/22
- ☐ Quarterly Financial Statements Presentation

Dana Van Nostrand  
395 Magnolia Road  
Pinehurst, NC 28374  
Phone: 910-295-8646  
Fax: 910-295-4434  
e-mail: dvannostrand@vopnc.org



# Memo

**To:** Village Council  
**From:** Dana Van Nostrand  
**CC:** Jeff Sanborn & Senior Leadership  
**Date:** February 13, 2023  
**Re:** Financial Statements for the Six Months Ended December 31, 2022

---

Attached are the quarterly financial statements for the six months ended December 31, 2022. The Village remains in a very good financial position through the first half of the fiscal year. Revenues exceeded expenditures by a larger margin than anticipated in our forecast for the first two quarters. In addition, our operating expenditures are under control and our revenue outlook is stable. These results should position us well to carry out the objectives outlined in the FY 2023 Strategic Operating Plan.

## **Financial Position:**

The Village's General Fund is showing \$6.6 million in net income for the first six months of the year compared to \$7.2 million the prior year. The Village's General Fund fund balance is currently 75% of budgeted expenditures, which is lower than the 82% level seen the previous year on December 31. However, this is still in line with our expectations and results from previous fiscal years.

The Village's total cash and investment balances increased by \$4.1 million, or 19%, compared with the previous year. Of the \$25.1 million in cash and investments on December 31, 2022, \$24.7 million was held in the North Carolina Capital Management Trust Government Portfolio. The cash and investments have yielded 2.03% in fiscal year 2023 through December 31, 2022. This is a significant improvement compared to the fiscal year 2022 yield through the same period of 0.01% as interest rates are rising. The Village does not have any installment financing debt obligations as of December 31.

## **Revenues & Expenditures:**

General fund revenues were \$1.1 million, or 7%, above the quarterly budget projections. Property tax revenues were \$456 thousand above the quarterly revenue estimate. Most of this variance was due to the timing of the Village's real and personal property tax collections.

Investment income was \$173 thousand above the budgeted \$68 thousand for the first half of the fiscal year. We expect to continue to see significant investment income over the rest of the fiscal year as the FOMC continues to increase interest rates.

So far, local option sales taxes actual collections for the first four months of the year were \$289 thousand above budget of \$2.1 million and running \$349 thousand over the previous year, or 17% ahead of the previous year collections. Most of this was due to inflation-based prices on consumer goods.

General fund operating expenditures were \$2.2 million, or 19%, below the quarterly budget overall, which is comparable to previous year amounts at this point in the fiscal year.



For capital outlay, only \$1.2 million of the \$4.3 million budgeted in the first half of the year was expended. This equates to 27% of the budgeted expenditures. Several projects planned in the first half of the year have not been completed but are still expected to be performed during the fiscal year, most significantly the synthetic turf on the athletic fields of \$1.5 million. Variances of this kind are common in the first half of the year and will level out as the fiscal year progresses.

#### **Financial Outlook:**

Growth in the Village's property tax base will be slowing as fewer homes and commercial buildings are being constructed due to the increase in interest rates. So far this year, the Village has issued 12 new residential building permits valued at \$3.4 million, compared to 44 new permits issued at the same time last year (FY22) and 71 the year before that (FY21).

Moore County will be revaluing properties for the 2024 fiscal year. The last time properties were revalued in Pinehurst the total taxable assessed value increased 7% rather than the typical 1.5-2% in non-revaluation years.

#### **Other Items:**

During the first two quarters, the Fair Barn covered 102% of operating expenditures with operating revenues. This is an increase over the same quarter last year, in which the Fair Barn covered 92% of operating expenditures with operating revenues. Currently, this year's results are in line with our balanced scorecard target of 95% coverage of operating expenses with revenues by the end of the fiscal year.

The Harness Track covered 51% of its operating expenditures this quarter compared to 56% the previous year. This is currently exceeding our balanced scorecard target of 47% coverage of operating expenses with revenues. Harness Track revenues are typically not received until the second and third quarters of the fiscal year. Based on contracts for rented stalls, we hope to see a significant bump in revenue this year.

#### **Conclusion:**

At this point in the fiscal year, we are doing better than we anticipated with revenues ahead of forecast and expenditures below forecast. There are still many variables at play in our overall financial outlook and most of the variances in revenues, expenditures, and capital outlay may be resolved as the fiscal year progresses. We will continue to closely monitor all revenues and expenditures to ensure good financial oversight of taxpayer dollars. As we begin preparing our budget for the upcoming year, we will continue to maintain expenditure growth that is in line with available revenues. The Village continues to remain in a solid financial position as a result of our conservative financial policies, good financial planning, and diligent budget oversight.

Should you have any questions about these quarterly statements, please feel free to contact me.

# VILLAGE OF PINEHURST



FINANCIAL STATEMENTS  
FOR THE SIX MONTHS ENDED  
DECEMBER 31, 2022



**Village of Pinehurst  
Financial Statements  
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**Village of Pinehurst**  
**Combined Balance Sheet - All Fund Types**  
**December 31, 2022**

|                                                                    | Governmental Fund Type |                            |                            | Account Groups               |                                | Totals<br>December<br>2022 | Totals<br>December<br>2021 |
|--------------------------------------------------------------------|------------------------|----------------------------|----------------------------|------------------------------|--------------------------------|----------------------------|----------------------------|
|                                                                    | General<br>Fund        | Special<br>Revenue<br>Fund | Capital<br>Project<br>Fund | General<br>Capital<br>Assets | General<br>Long - Term<br>Debt |                            |                            |
| <b>ASSETS</b>                                                      |                        |                            |                            |                              |                                |                            |                            |
| Cash & investments                                                 | \$ 19,369,514          | \$ -                       | \$ 405,657                 | \$ -                         | \$ -                           | \$ 19,775,171              | \$ 18,400,811              |
| Restricted cash                                                    | -                      | 5,368,176                  | -                          | -                            | -                              | 5,368,176                  | 2,648,477                  |
| Taxes receivable                                                   | 809,165                | -                          | -                          | -                            | -                              | 809,165                    | 729,722                    |
| Due from other governmental agencies                               | 3,003,808              | -                          | -                          | -                            | -                              | 3,003,808                  | 2,713,774                  |
| Other receivables                                                  | 323,029                | -                          | -                          | -                            | -                              | 323,029                    | 280,081                    |
| Prepaid items                                                      | 1,250                  | -                          | -                          | -                            | -                              | 1,250                      | 5,486                      |
| Inventory                                                          | 60,090                 | -                          | -                          | -                            | -                              | 60,090                     | 59,183                     |
| Capital assets                                                     | -                      | -                          | -                          | 56,131,279                   | -                              | 56,131,279                 | 53,001,188                 |
| Right to use leased assets                                         | -                      | -                          | -                          | 36,123                       | -                              | 36,123                     | -                          |
| Amounts to be provided for retirement of<br>general long-term debt | -                      | -                          | -                          | -                            | 4,165,465                      | 4,165,465                  | 6,243,696                  |
| <b>TOTAL ASSETS</b>                                                | <b>\$ 23,566,856</b>   | <b>\$ 5,368,176</b>        | <b>\$ 405,657</b>          | <b>\$ 56,167,402</b>         | <b>\$ 4,165,465</b>            | <b>\$ 89,673,556</b>       | <b>\$ 84,082,418</b>       |
| <b>LIABILITIES AND FUND EQUITY</b>                                 |                        |                            |                            |                              |                                |                            |                            |
| Accounts payable                                                   | \$ 8,161               | \$ -                       | \$ -                       | \$ -                         | \$ -                           | \$ 8,161                   | \$ 6,738                   |
| Withholdings & accrued expenses                                    | 150,948                | -                          | -                          | -                            | -                              | 150,948                    | 237,181                    |
| Lease liabilities                                                  | -                      | -                          | -                          | -                            | 19,054                         | 19,054                     | -                          |
| Accrued vacation                                                   | -                      | -                          | -                          | -                            | 903,346                        | 903,346                    | 819,600                    |
| Total pension liability (LEO)                                      | -                      | -                          | -                          | -                            | 1,635,856                      | 1,635,856                  | 1,687,722                  |
| Net pension liability (LGERS)                                      | -                      | -                          | -                          | -                            | 1,607,209                      | 1,607,209                  | 3,736,374                  |
| Deposits                                                           | 278,373                | -                          | -                          | -                            | -                              | 278,373                    | 275,777                    |
| Unearned revenues                                                  | -                      | 5,296,752                  | -                          | -                            | -                              | 5,296,752                  | 2,648,376                  |
| Unavailable revenues                                               | 1,261,169              | -                          | -                          | -                            | -                              | 1,261,169                  | 1,164,835                  |
| <b>Total Liabilities</b>                                           | <b>1,698,651</b>       | <b>5,296,752</b>           | <b>-</b>                   | <b>-</b>                     | <b>4,165,465</b>               | <b>11,160,868</b>          | <b>10,576,603</b>          |
| <b>EQUITY</b>                                                      |                        |                            |                            |                              |                                |                            |                            |
| Investment in general capital assets                               | -                      | -                          | -                          | 56,131,279                   | -                              | 56,131,279                 | 53,001,188                 |
| Investment in right to use lease assets                            | -                      | -                          | -                          | 36,123                       | -                              | 36,123                     | -                          |
| Fund Balance:                                                      |                        |                            |                            |                              |                                |                            |                            |
| Nonspendable:                                                      |                        |                            |                            |                              |                                |                            |                            |
| Inventory                                                          | 60,090                 | -                          | -                          | -                            | -                              | 60,090                     | 59,183                     |
| Prepaid items                                                      | 1,250                  | -                          | -                          | -                            | -                              | 1,250                      | 5,486                      |
| Restricted:                                                        |                        |                            |                            |                              |                                |                            |                            |
| General government                                                 | -                      | 71,424                     | -                          | -                            | -                              | 71,424                     | 101                        |
| Stabilization by state statute                                     | 8,346,983              | -                          | -                          | -                            | -                              | 8,346,983                  | 6,745,488                  |
| Public safety                                                      | 32,591                 | -                          | -                          | -                            | -                              | 32,591                     | 35,976                     |
| Transportation                                                     | 576,091                | -                          | -                          | -                            | -                              | 576,091                    | 568,951                    |
| Committed:                                                         |                        |                            |                            |                              |                                |                            |                            |
| Cultural and recreation                                            | -                      | -                          | 405,657                    | -                            | -                              | 405,657                    | -                          |
| Library and Archives                                               | 544,777                | -                          | -                          | -                            | -                              | 544,777                    | 1,000,000                  |
| Future Capital                                                     | 6,942,557              | -                          | -                          | -                            | -                              | 6,942,557                  | 4,102,691                  |
| Assigned:                                                          |                        |                            |                            |                              |                                |                            |                            |
| Designated for expenditures                                        | 1,048,373              | -                          | -                          | -                            | -                              | 1,048,373                  | 3,951,627                  |
| Unassigned                                                         | 4,315,493              | -                          | -                          | -                            | -                              | 4,315,493                  | 4,035,124                  |
| <b>Total equity</b>                                                | <b>21,868,205</b>      | <b>71,424</b>              | <b>405,657</b>             | <b>56,167,402</b>            | <b>-</b>                       | <b>78,512,688</b>          | <b>73,505,815</b>          |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>                              | <b>\$ 23,566,856</b>   | <b>\$ 5,368,176</b>        | <b>\$ 405,657</b>          | <b>\$ 56,167,402</b>         | <b>\$ 4,165,465</b>            | <b>\$ 89,673,556</b>       | <b>\$ 84,082,418</b>       |



**Village of Pinehurst  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Fiscal Period Ended December 31, 2022**

|                                               | Annual<br>Budget as of<br>12/31/2022 | Quarterly<br>Budget as of<br>12/31/2022 | YTD as of<br>12/31/2022 | YTD as of<br>12/31/2021 | Current Year<br>Over (Under)<br>Prior Year | % of<br>2023 Budget<br>Spent /<br>Received<br>YTD |
|-----------------------------------------------|--------------------------------------|-----------------------------------------|-------------------------|-------------------------|--------------------------------------------|---------------------------------------------------|
| <b>Revenues</b>                               |                                      |                                         |                         |                         |                                            |                                                   |
| Ad valorem taxes & penalties                  | \$ 12,176,000                        | \$ 10,620,560                           | \$ 11,077,019           | 11,106,111              | \$ (29,092)                                | 90.97%                                            |
| Other taxes and licenses                      | 3,800                                | 1,900                                   | 2,510                   | 2,165                   | 345                                        | 66.05%                                            |
| Intergovernmental revenues:                   |                                      |                                         |                         |                         |                                            |                                                   |
| Unrestricted                                  | 7,736,100                            | 3,532,980                               | 3,939,862               | 3,485,742               | 454,120                                    | 50.93%                                            |
| Restricted                                    | 685,100                              | 652,324                                 | 680,969                 | 567,643                 | 113,326                                    | 99.40%                                            |
| Permits & fees                                | 924,500                              | 462,250                                 | 526,973                 | 463,899                 | 63,074                                     | 57.00%                                            |
| Sales & services                              | 767,900                              | 449,950                                 | 480,086                 | 389,859                 | 90,227                                     | 62.52%                                            |
| Other revenues                                | 453,855                              | 316,665                                 | 273,844                 | 141,156                 | 132,688                                    | 60.34%                                            |
| Investment earnings                           | 133,000                              | 68,100                                  | 241,477                 | 749                     | 240,728                                    | 181.56%                                           |
| <b>TOTAL REVENUES</b>                         | <b>22,880,255</b>                    | <b>16,104,729</b>                       | <b>17,222,740</b>       | <b>16,157,324</b>       | <b>1,065,416</b>                           | <b>75.27%</b>                                     |
| <b>Operating Expenditures</b>                 |                                      |                                         |                         |                         |                                            |                                                   |
| Governing Body                                | 200,300                              | 127,650                                 | 97,534                  | 64,432                  | 33,102                                     | 48.69%                                            |
| Administration                                | 1,590,744                            | 834,034                                 | 746,220                 | 654,697                 | 91,523                                     | 46.91%                                            |
| Financial Services                            | 854,540                              | 526,280                                 | 501,799                 | 478,601                 | 23,198                                     | 58.72%                                            |
| Human Resources                               | 620,510                              | 303,232                                 | 234,775                 | 211,927                 | 22,848                                     | 37.84%                                            |
| Police                                        | 4,476,131                            | 2,558,483                               | 2,010,808               | 1,587,220               | 423,588                                    | 44.92%                                            |
| Fire                                          | 3,524,697                            | 1,820,340                               | 1,586,789               | 1,454,705               | 132,084                                    | 45.02%                                            |
| Inspections                                   | 380,210                              | 192,708                                 | 174,461                 | 164,694                 | 9,767                                      | 45.89%                                            |
| Public Services Administration                | 720,200                              | 403,848                                 | 314,654                 | 239,473                 | 75,181                                     | 43.69%                                            |
| Streets & Grounds                             | 1,702,370                            | 877,598                                 | 615,767                 | 659,933                 | (44,166)                                   | 36.17%                                            |
| Powell Bill Funds                             | 1,472,975                            | 172,975                                 | 90                      | -                       | 90                                         | 0.01%                                             |
| Solid Waste                                   | 2,083,192                            | 1,052,478                               | 916,476                 | 778,776                 | 137,700                                    | 43.99%                                            |
| Recreation                                    | 2,149,396                            | 1,074,988                               | 955,411                 | 869,068                 | 86,343                                     | 44.45%                                            |
| Library                                       | 602,670                              | 302,585                                 | 253,842                 | 86,963                  | 166,879                                    | 42.12%                                            |
| Harness Track                                 | 624,260                              | 324,032                                 | 305,726                 | 248,171                 | 57,555                                     | 48.97%                                            |
| Fair Barn                                     | 398,940                              | 199,622                                 | 154,288                 | 139,382                 | 14,906                                     | 38.67%                                            |
| Planning                                      | 1,258,420                            | 735,666                                 | 489,847                 | 418,609                 | 71,238                                     | 38.93%                                            |
| Community Development                         | 151,260                              | 86,780                                  | 82,085                  | 72,573                  | 9,512                                      | 54.27%                                            |
| Debt Service                                  | 12,500                               | 12,500                                  | 6,590                   | -                       | 6,590                                      | 52.72%                                            |
| <b>Total Operating Expenditures</b>           | <b>22,823,315</b>                    | <b>11,605,799</b>                       | <b>9,447,162</b>        | <b>8,129,224</b>        | <b>1,317,938</b>                           | <b>41.39%</b>                                     |
| <b>Capital Outlay Expenditures</b>            |                                      |                                         |                         |                         |                                            |                                                   |
| Administration                                | 180,381                              | 54,001                                  | 8,295                   | 58,348                  | (50,053)                                   | 4.60%                                             |
| Financial Services                            | 780                                  | 780                                     | -                       | -                       | -                                          | 0.00%                                             |
| Human Resources                               | 1,040                                | 1,040                                   | -                       | -                       | -                                          | 0.00%                                             |
| Police                                        | 445,351                              | 105,974                                 | 93,083                  | 158,569                 | (65,486)                                   | 20.90%                                            |
| Fire                                          | 468,880                              | 466,672                                 | 114,645                 | 6,987                   | 107,658                                    | 24.45%                                            |
| Inspections                                   | 50,520                               | 25,520                                  | 24,661                  | -                       | 24,661                                     | 48.81%                                            |
| Public Services Administration                | 353,122                              | 1,602                                   | -                       | -                       | -                                          | 0.00%                                             |
| Streets & Grounds                             | 1,445,110                            | 467,610                                 | 208,989                 | 361,177                 | (152,188)                                  | 14.46%                                            |
| Solid Waste                                   | 489,730                              | 244,730                                 | 214,859                 | -                       | 214,859                                    | 43.87%                                            |
| Recreation                                    | 1,500,728                            | 1,495,720                               | 67,292                  | 175,611                 | (108,319)                                  | 4.48%                                             |
| Library                                       | 1,003,375                            | 1,000,850                               | -                       | 17,316                  | (17,316)                                   | 0.00%                                             |
| Harness Track                                 | 227,256                              | 211,627                                 | 202,339                 | 62,920                  | 139,419                                    | 89.04%                                            |
| Fair Barn                                     | 30,480                               | 26,627                                  | 10,273                  | -                       | 10,273                                     | 33.70%                                            |
| Planning                                      | 9,820                                | 9,820                                   | -                       | -                       | -                                          | 0.00%                                             |
| Community Development                         | 216,460                              | 216,460                                 | 216,200                 | -                       | 216,200                                    | 99.88%                                            |
| <b>Total Capital Outlay Expenditures</b>      | <b>6,423,033</b>                     | <b>4,329,033</b>                        | <b>1,160,636</b>        | <b>840,928</b>          | <b>319,708</b>                             | <b>18.07%</b>                                     |
| <b>TOTAL EXPENDITURES <sup>1</sup></b>        | <b>29,246,348</b>                    | <b>15,934,832</b>                       | <b>10,607,798</b>       | <b>8,970,152</b>        | <b>1,637,646</b>                           | <b>36.27%</b>                                     |
| <b>REVENUES OVER (UNDER)<br/>EXPENDITURES</b> | <b>(6,366,093)</b>                   | <b>169,897</b>                          | <b>6,614,942</b>        | <b>7,187,172</b>        | <b>(572,230)</b>                           |                                                   |

**Village of Pinehurst  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Fiscal Period Ended December 31, 2022**

|                                                                                               | <b>Annual<br/>Budget as of<br/>12/31/2022</b> | <b>Quarterly<br/>Budget as of<br/>12/31/2022</b> | <b>YTD as of<br/>12/31/2022</b> | <b>YTD as of<br/>12/31/2021</b>    | <b>Current Year<br/>Over (Under)<br/>Prior Year</b> | <b>% of<br/>2023 Budget<br/>Spent /<br/>Received<br/>YTD</b> |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------------|---------------------------------|------------------------------------|-----------------------------------------------------|--------------------------------------------------------------|
| <b>Other Financing Sources (Uses)</b>                                                         |                                               |                                                  |                                 |                                    |                                                     |                                                              |
| Operating transfers in                                                                        | \$ 5,297,720                                  | \$ 1,011,000                                     | \$ -                            | \$ -                               | \$ -                                                | 0.00%                                                        |
| Sales of capital assets                                                                       | 20,000                                        | 10,000                                           | 13,304                          | 28,486                             | (15,182)                                            | 66.52%                                                       |
| <b>Total Other Fin. Sources (Uses)</b>                                                        | <b>5,317,720</b>                              | <b>1,021,000</b>                                 | <b>13,304</b>                   | <b>28,486</b>                      | <b>(15,182)</b>                                     | <b>0.25%</b>                                                 |
| <b>REVENUES AND OTHER FINANCING<br/>SOURCES OVER (UNDER) EXP<br/>AND OTHER FINANCING USES</b> | <b>(1,048,373)</b>                            | <b>1,190,897</b>                                 | <b>6,628,246</b>                | <b>7,215,658</b>                   | <b>(587,412)</b>                                    |                                                              |
| Appropriated Fund Balance                                                                     | 1,048,373                                     | 1,048,373                                        | -                               | -                                  | -                                                   |                                                              |
| <b>NET CHANGE IN FUND BALANCE</b>                                                             | <b>\$ -</b>                                   | <b>\$ 142,524</b>                                | <b>6,628,246</b>                | <b>\$ 7,215,658</b>                | <b>\$ (587,412)</b>                                 |                                                              |
| <b>FUND BALANCE, JULY 1</b>                                                                   |                                               |                                                  | <b>15,239,959</b>               |                                    |                                                     |                                                              |
| <b>FUND BALANCE, JUNE 30</b>                                                                  |                                               |                                                  | <b>\$ 21,868,205</b>            |                                    |                                                     |                                                              |
|                                                                                               |                                               |                                                  | <b>YTD as of<br/>12/31/2022</b> | <b>% of Total<br/>Expenditures</b> |                                                     |                                                              |
| <sup>1</sup> <b>Total Expenditures by Type</b>                                                |                                               |                                                  |                                 |                                    |                                                     |                                                              |
| Salaries & Benefits                                                                           |                                               |                                                  | \$ 6,126,691                    | 58%                                |                                                     |                                                              |
| Operating                                                                                     |                                               |                                                  | 3,320,471                       | 31%                                |                                                     |                                                              |
| Capital                                                                                       |                                               |                                                  | 1,160,636                       | 11%                                |                                                     |                                                              |
| <b>Total Expenditures by Type</b>                                                             |                                               |                                                  | <b>\$ 10,607,798</b>            | <b>100%</b>                        |                                                     |                                                              |

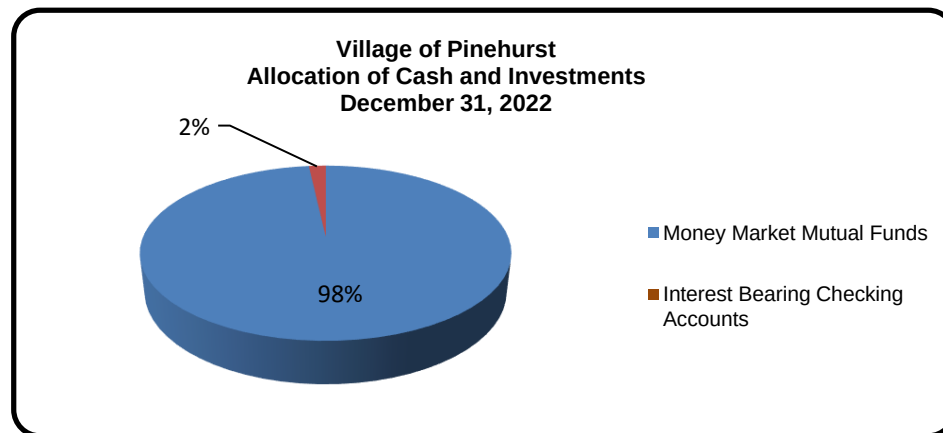


**Village of Pinehurst  
Schedule of Cash and Investments  
December 31, 2022**

| Investment                                                     | Bond/Bank<br>Ratings | Purchase<br>Date | Maturity<br>Date | Cost                        |
|----------------------------------------------------------------|----------------------|------------------|------------------|-----------------------------|
| <b>Money Market Mutual Funds</b>                               |                      |                  |                  |                             |
| North Carolina Capital Management Trust - Government Portfolio | AAAm (S&P)           |                  |                  | \$ 24,701,949               |
| <b>Interest Bearing Checking Accounts</b>                      |                      |                  |                  |                             |
| PNC Bank Operating                                             |                      |                  |                  | 440,448                     |
| <b>Petty Cash</b>                                              |                      |                  |                  | <u>950</u>                  |
| <b>Total Cash and Investments</b>                              |                      |                  |                  | <u><u>\$ 25,143,347</u></u> |
| <b>Total Cash and Investments (same quarter previous year)</b> |                      |                  |                  | <u><u>\$ 21,049,288</u></u> |

**Summary of Cash and Investments**

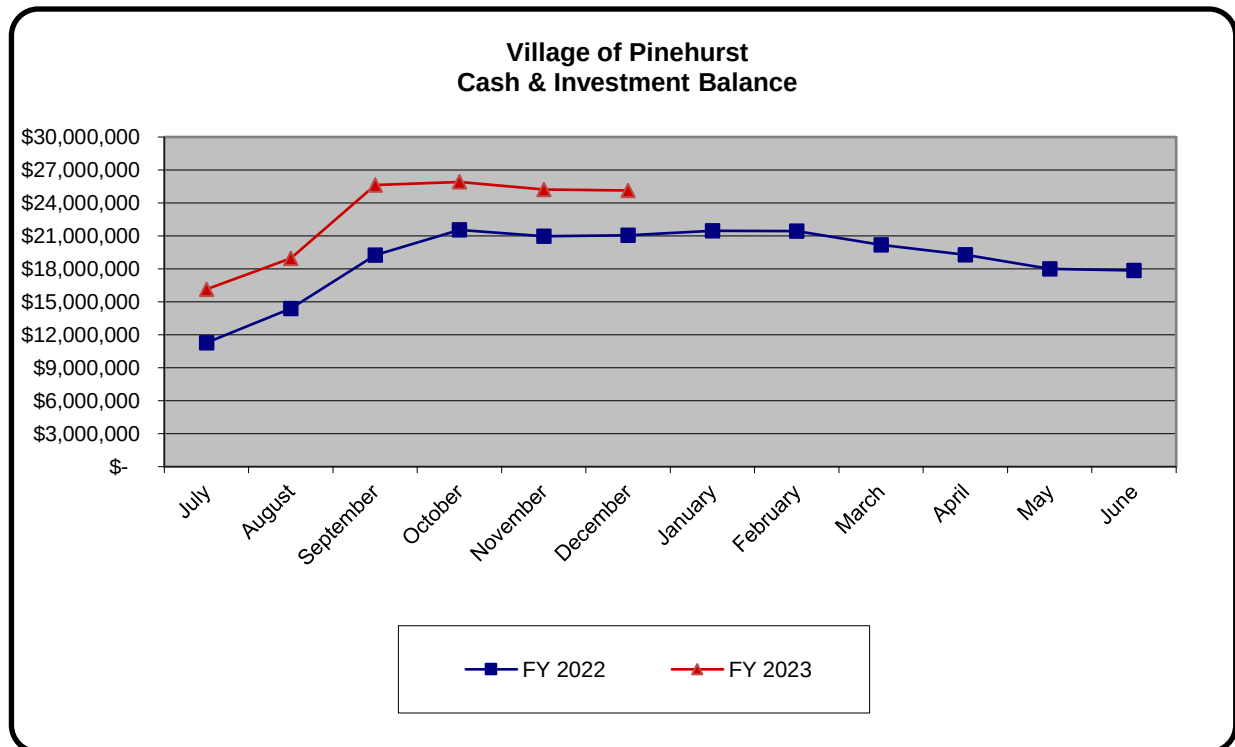
|                                    |                             |
|------------------------------------|-----------------------------|
| Money Market Mutual Funds          | \$ 24,701,949               |
| Interest Bearing Checking Accounts | 440,448                     |
| Petty Cash                         | <u>950</u>                  |
|                                    | <u><u>\$ 25,143,347</u></u> |



## Village of Pinehurst Investment Yield Summary

|           | FY 2022              |                        |                      | FY 2023              |                        |                      |
|-----------|----------------------|------------------------|----------------------|----------------------|------------------------|----------------------|
|           | Cash<br>Balance      | Investment<br>Earnings | Investment<br>Yield* | Cash<br>Balance      | Investment<br>Earnings | Investment<br>Yield* |
| July      | \$ 11,280,977        | \$ 99                  | 0.01%                | \$ 16,142,428        | \$ 20,950              | 1.50%                |
| August    | 14,394,289           | 107                    | 0.01%                | 18,973,465           | 32,919                 | 2.28%                |
| September | 19,266,333           | 129                    | 0.01%                | 25,636,101           | 42,371                 | 2.31%                |
| October   | 21,547,532           | 168                    | 0.01%                | 25,909,852           | 63,212                 | 2.98%                |
| November  | 20,976,349           | 172                    | 0.01%                | 25,233,554           | 73,093                 | 3.48%                |
| December  | 21,049,288           | 175                    | 0.01%                | 25,143,347           | 81,478                 | 3.94%                |
| January   | 21,477,552           | 176                    | 0.01%                |                      |                        |                      |
| February  | 21,429,548           | 162                    | 0.01%                |                      |                        |                      |
| March     | 20,195,845           | 1,337                  | 0.08%                |                      |                        |                      |
| April     | 19,271,130           | 3,355                  | 0.21%                |                      |                        |                      |
| May       | 17,988,540           | 8,958                  | 0.59%                |                      |                        |                      |
| June      | 17,855,516           | 14,267                 | 0.97%                |                      |                        |                      |
| Average   | <u>\$ 18,894,408</u> | <u>\$ 29,105</u>       | 0.15%                | <u>\$ 22,839,791</u> | <u>\$ 314,023</u>      | 2.03%                |

\* Investment yield is presented on an accrual basis.





**Village of Pinehurst**  
**Schedule of Budget Amendments - General Fund**  
**For the Fiscal Period Ended December 31, 2022**

|                                  | Original<br>FY 2023<br>Budget | Amended *<br>Qtr Ended<br>9/30/2022 | Amended<br>Qtr Ended<br>12/31/2022 | Amended<br>Qtr Ended<br>3/31/2023 | Amended<br>Qtr Ended<br>6/30/2023 | Total<br>Amendments | Amended<br>FY 2023<br>Budget |
|----------------------------------|-------------------------------|-------------------------------------|------------------------------------|-----------------------------------|-----------------------------------|---------------------|------------------------------|
| <b>REVENUES</b>                  |                               |                                     |                                    |                                   |                                   |                     |                              |
| Ad valorem taxes                 | \$ 12,176,000                 | \$ -                                | \$ -                               | \$ -                              | \$ -                              | \$ -                | \$ 12,176,000                |
| Other taxes and licenses         | 3,800                         | -                                   | -                                  | -                                 | -                                 | -                   | 3,800                        |
| Unrestricted Intergov't Revenues | 7,736,100                     | -                                   | -                                  | -                                 | -                                 | -                   | 7,736,100                    |
| Restricted Intergov't Revenues   | 635,100                       | 50,000                              | -                                  | -                                 | -                                 | 50,000              | 685,100                      |
| Permits & Fees                   | 924,500                       | -                                   | -                                  | -                                 | -                                 | -                   | 924,500                      |
| Sales & Services                 | 767,900                       | -                                   | -                                  | -                                 | -                                 | -                   | 767,900                      |
| Other Revenues                   | 435,980                       | 37,875                              | -                                  | -                                 | -                                 | 37,875              | 473,855                      |
| Investment Income                | 133,000                       | -                                   | -                                  | -                                 | -                                 | -                   | 133,000                      |
| Other Financing Sources          | 4,286,720                     | 1,011,000                           | -                                  | -                                 | -                                 | 1,011,000           | 5,297,720                    |
| Appropriated Fund Balance        | -                             | 978,373                             | 70,000                             | -                                 | -                                 | 1,048,373           | 1,048,373                    |
| <b>TOTAL REVENUES</b>            | <b>\$ 27,099,100</b>          | <b>\$ 2,077,248</b>                 | <b>\$ 70,000</b>                   | <b>\$ -</b>                       | <b>\$ -</b>                       | <b>\$ 2,147,248</b> | <b>\$ 29,246,348</b>         |
| <b>OPERATING EXPENDITURES</b>    |                               |                                     |                                    |                                   |                                   |                     |                              |
| Governing Body                   | 150,300                       | -                                   | 50,000                             | -                                 | -                                 | 50,000              | 200,300                      |
| Administration                   | 1,571,720                     | 19,024                              | -                                  | -                                 | -                                 | 19,024              | 1,590,744                    |
| Financial Services               | 856,340                       | (1,800)                             | -                                  | -                                 | -                                 | (1,800)             | 854,540                      |
| Human Resources                  | 617,010                       | 3,500                               | -                                  | -                                 | -                                 | 3,500               | 620,510                      |
| Police                           | 4,148,000                     | 188,131                             | 140,000                            | -                                 | -                                 | 328,131             | 4,476,131                    |
| Fire                             | 3,481,470                     | 43,227                              | -                                  | -                                 | -                                 | 43,227              | 3,524,697                    |
| Inspections                      | 380,210                       | -                                   | -                                  | -                                 | -                                 | -                   | 380,210                      |
| Public Services Administration   | 635,110                       | 85,090                              | -                                  | -                                 | -                                 | 85,090              | 720,200                      |
| Streets & Grounds                | 1,670,350                     | 12,020                              | 20,000                             | -                                 | -                                 | 32,020              | 1,702,370                    |
| Powell Bill                      | 1,300,100                     | 172,875                             | -                                  | -                                 | -                                 | 172,875             | 1,472,975                    |
| Solid Waste                      | 2,069,430                     | 13,762                              | -                                  | -                                 | -                                 | 13,762              | 2,083,192                    |
| Planning                         | 1,052,510                     | 205,910                             | -                                  | -                                 | -                                 | 205,910             | 1,258,420                    |
| Community Development            | 151,260                       | -                                   | -                                  | -                                 | -                                 | -                   | 151,260                      |
| Recreation                       | 2,147,020                     | 40,376                              | (38,000)                           | -                                 | -                                 | 2,376               | 2,149,396                    |
| Library                          | 605,170                       | (2,500)                             | -                                  | -                                 | -                                 | (2,500)             | 602,670                      |
| Harness Track                    | 603,260                       | 21,000                              | -                                  | -                                 | -                                 | 21,000              | 624,260                      |
| Fair Barn                        | 398,940                       | -                                   | -                                  | -                                 | -                                 | -                   | 398,940                      |
| Debt Service                     | -                             | 12,500                              | -                                  | -                                 | -                                 | 12,500              | 12,500                       |
| Total Operating Expenditures     | 21,838,200                    | 813,115                             | 172,000                            | -                                 | -                                 | 985,115             | 22,823,315                   |
| <b>CAPITAL EXPENDITURES</b>      |                               |                                     |                                    |                                   |                                   |                     |                              |
| Administration                   | 145,198                       | 15,183                              | 20,000                             | -                                 | -                                 | 35,183              | 180,381                      |
| Financial Services               | 780                           | -                                   | -                                  | -                                 | -                                 | -                   | 780                          |
| Human Resources                  | 1,040                         | -                                   | -                                  | -                                 | -                                 | -                   | 1,040                        |
| Police                           | 710,351                       | (125,000)                           | (140,000)                          | -                                 | -                                 | (265,000)           | 445,351                      |
| Fire                             | 176,130                       | 292,750                             | -                                  | -                                 | -                                 | 292,750             | 468,880                      |
| Inspections                      | 25,520                        | 25,000                              | -                                  | -                                 | -                                 | 25,000              | 50,520                       |
| Public Services Administration   | 353,122                       | -                                   | -                                  | -                                 | -                                 | -                   | 353,122                      |
| Streets & Grounds                | 1,168,110                     | 277,000                             | -                                  | -                                 | -                                 | 277,000             | 1,445,110                    |
| Solid Waste                      | 269,730                       | 220,000                             | -                                  | -                                 | -                                 | 220,000             | 489,730                      |
| Planning                         | 1,820                         | 8,000                               | -                                  | -                                 | -                                 | 8,000               | 9,820                        |
| Community Development            | 260                           | 216,200                             | -                                  | -                                 | -                                 | 216,200             | 216,460                      |
| Recreation                       | 1,323,728                     | 159,000                             | 18,000                             | -                                 | -                                 | 177,000             | 1,500,728                    |
| Library                          | 1,003,375                     | -                                   | -                                  | -                                 | -                                 | -                   | 1,003,375                    |
| Harness Track                    | 51,256                        | 176,000                             | -                                  | -                                 | -                                 | 176,000             | 227,256                      |
| Fair Barn                        | 30,480                        | -                                   | -                                  | -                                 | -                                 | -                   | 30,480                       |
| Total Capital Expenditures       | \$ 5,260,900                  | \$ 1,264,133                        | \$ (102,000)                       | \$ -                              | \$ -                              | \$ 1,162,133        | \$ 6,423,033                 |
| <b>TOTAL EXPENDITURES</b>        | <b>\$ 27,099,100</b>          | <b>\$ 2,077,248</b>                 | <b>\$ 70,000</b>                   | <b>\$ -</b>                       | <b>\$ -</b>                       | <b>\$ 2,147,248</b> | <b>\$ 29,246,348</b>         |

Amended Budget as a % of  
Original Budget

|        |        |
|--------|--------|
| 107.7% | 107.9% |
|--------|--------|

\* Includes \$1,437,173 that was reappropriated from FY 2022.

**Village of Pinehurst**  
**Schedule of Fair Barn Revenues and Expenditures**  
**For the Fiscal Period Ended December 31, 2022**

|                                                                                         | <b>Annual<br/>Budget as of<br/>12/31/2022</b> | <b>Quarterly<br/>Budget as of<br/>12/31/2022</b> | <b>Actual<br/>12/31/2022</b> | <b>YTD as of<br/>12/31/2021</b> | <b>Current Year<br/>Over (Under)<br/>Prior Year</b> | <b>% of<br/>2023 Budget<br/>Spent /<br/>Received<br/>YTD</b> |
|-----------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------------|------------------------------|---------------------------------|-----------------------------------------------------|--------------------------------------------------------------|
| <b><u>Fair Barn</u></b>                                                                 |                                               |                                                  |                              |                                 |                                                     |                                                              |
| Revenues                                                                                | \$ 230,000                                    | \$ 135,000                                       | \$ 213,238                   | \$ 158,547                      | \$ 54,691                                           | 92.71%                                                       |
| Expenditures                                                                            |                                               |                                                  |                              |                                 |                                                     |                                                              |
| Operating                                                                               | 398,940                                       | 199,622                                          | 154,288                      | 139,382                         | 14,906                                              | 38.67%                                                       |
| Capital                                                                                 | 30,480                                        | 26,627                                           | 10,273                       | -                               | 10,273                                              | 33.70%                                                       |
|                                                                                         | <u>429,420</u>                                | <u>226,249</u>                                   | <u>164,561</u>               | <u>139,382</u>                  | <u>25,179</u>                                       | <u>38.32%</u>                                                |
| Net <u>Before</u> Discounts                                                             | <u>(199,420)</u>                              | <u>(91,249)</u>                                  | <u>48,677</u>                | <u>19,165</u>                   | <u>29,512</u>                                       | <u>-24.41%</u>                                               |
| Event Revenue Discounts                                                                 |                                               |                                                  | <u>(56,283)</u>              | <u>(29,930)</u>                 | <u>(26,353)</u>                                     |                                                              |
| Net <u>After</u> Discounts                                                              | <u>\$ (199,420)</u>                           | <u>\$ (91,249)</u>                               | <u>\$ (7,606)</u>            | <u>\$ (10,765)</u>              | <u>\$ 3,159</u>                                     | <u>3.81%</u>                                                 |
| Operating Revenues<br>as a % of Operating<br>Expenditures - <b>Before<br/>Discounts</b> | 58%                                           | 68%                                              | 138%                         | 114%                            |                                                     |                                                              |
| Operating Revenues<br>as a % of Operating<br>Expenditures - <b>After<br/>Discounts</b>  | 58%                                           | 68%                                              | 102%                         | 92%                             |                                                     |                                                              |
| Target                                                                                  |                                               |                                                  | 95%                          |                                 |                                                     |                                                              |



**Village of Pinehurst**  
**Schedule of Harness Track Revenues and Expenditures**  
**For the Fiscal Period Ended December 31, 2022**

|                                                                                         | <b>Annual<br/>Budget as of<br/>12/31/2022</b> | <b>Quarterly<br/>Budget as of<br/>12/31/2022</b> | <b>Actual<br/>12/31/2022</b> | <b>YTD as of<br/>12/31/2021</b> | <b>Current Year<br/>Over (Under)<br/>Prior Year</b> | <b>% of<br/>2023 Budget<br/>Spent /<br/>Received<br/>YTD</b> |
|-----------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------------|------------------------------|---------------------------------|-----------------------------------------------------|--------------------------------------------------------------|
| <b><u>Harness Track</u></b>                                                             |                                               |                                                  |                              |                                 |                                                     |                                                              |
| Revenues                                                                                | \$ 211,700                                    | \$ 139,850                                       | \$ 156,249                   | \$ 138,900                      | \$ 17,349                                           | 73.81%                                                       |
| Expenditures                                                                            |                                               |                                                  |                              |                                 |                                                     |                                                              |
| Operating                                                                               | 624,260                                       | 324,032                                          | 305,726                      | 248,171                         | 57,555                                              | 48.97%                                                       |
| Capital                                                                                 | <u>227,256</u>                                | <u>211,627</u>                                   | <u>202,339</u>               | <u>62,920</u>                   | <u>139,419</u>                                      | <u>89.04%</u>                                                |
|                                                                                         | <u>851,516</u>                                | <u>535,659</u>                                   | <u>508,065</u>               | <u>311,091</u>                  | <u>196,974</u>                                      | <u>59.67%</u>                                                |
| Net <u>Before</u> Discounts                                                             | <u>(639,816)</u>                              | <u>(395,809)</u>                                 | <u>(351,816)</u>             | <u>(172,191)</u>                | <u>(179,625)</u>                                    | <u>54.99%</u>                                                |
| Event Revenue Discounts                                                                 |                                               |                                                  | -                            | -                               | -                                                   |                                                              |
| Net <u>After</u> Discounts                                                              | <u>\$ (639,816)</u>                           | <u>\$ (395,809)</u>                              | <u>\$ (351,816)</u>          | <u>\$ (172,191)</u>             | <u>\$ (179,625)</u>                                 | <u>54.99%</u>                                                |
| Operating Revenues<br>as a % of Operating<br>Expenditures - <b>Before<br/>Discounts</b> | 34%                                           | 43%                                              | 51%                          | 56%                             |                                                     |                                                              |
| Operating Revenues<br>as a % of Operating<br>Expenditures - <b>After<br/>Discounts</b>  | 34%                                           | 43%                                              | 51%                          | 56%                             |                                                     |                                                              |
| Target                                                                                  |                                               |                                                  | 47%                          |                                 |                                                     |                                                              |

**Village of Pinehurst**  
**American Rescue Plan Act Special Revenue Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**From Inception and for the Fiscal Period Ended December 31, 2022**

|                                           | Project<br>Budget | Prior<br>Years      | Actual<br>Current<br>Year | Total<br>To Date    |
|-------------------------------------------|-------------------|---------------------|---------------------------|---------------------|
| <b>Revenues</b>                           |                   |                     |                           |                     |
| Restricted intergovernmental:             |                   |                     |                           |                     |
| Grant revenue                             | \$ 4,860,000      | \$ 2,648,376        | \$ 2,648,376              | \$ 5,296,752        |
| Investment earnings                       | -                 | 4,216               | 67,208                    | 71,424              |
| <b>TOTAL REVENUES</b>                     | 4,860,000         | 2,652,592           | 2,715,584                 | 5,368,176           |
| <b>Expenditures</b>                       |                   |                     |                           |                     |
| American Rescue Plan Act expenditures     | 4,860,000         | -                   | -                         | -                   |
| <b>TOTAL EXPENDITURES</b>                 | 4,860,000         | -                   | -                         | -                   |
| <b>REVENUES OVER (UNDER) EXPENDITURES</b> | -                 | 2,652,592           | 2,715,584                 | 5,368,176           |
| <b>NET CHANGE IN FUND BALANCE</b>         | <u>\$ -</u>       | <u>\$ 2,652,592</u> | 2,715,584                 | <u>\$ 5,368,176</u> |
| <b>FUND BALANCE, JULY 1</b>               |                   |                     | <u>2,652,592</u>          |                     |
| <b>FUND BALANCE, JUNE 30</b>              |                   |                     | <u>\$ 5,368,176</u>       |                     |





# FINANCIAL STATEMENTS

As of DECEMBER 31, 2022

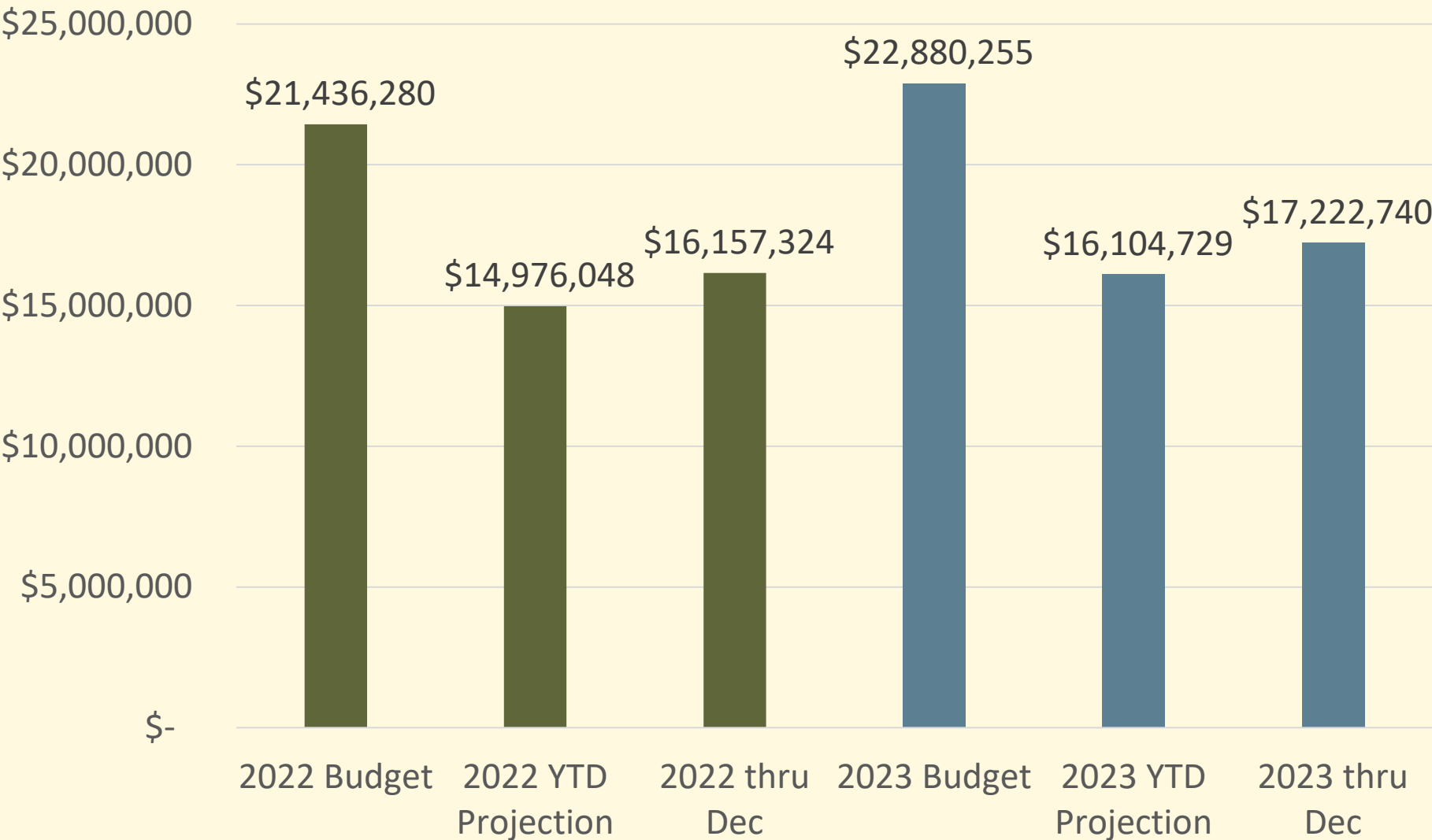


# Year-to-Date Budget



# General Fund Revenues

# Revenues

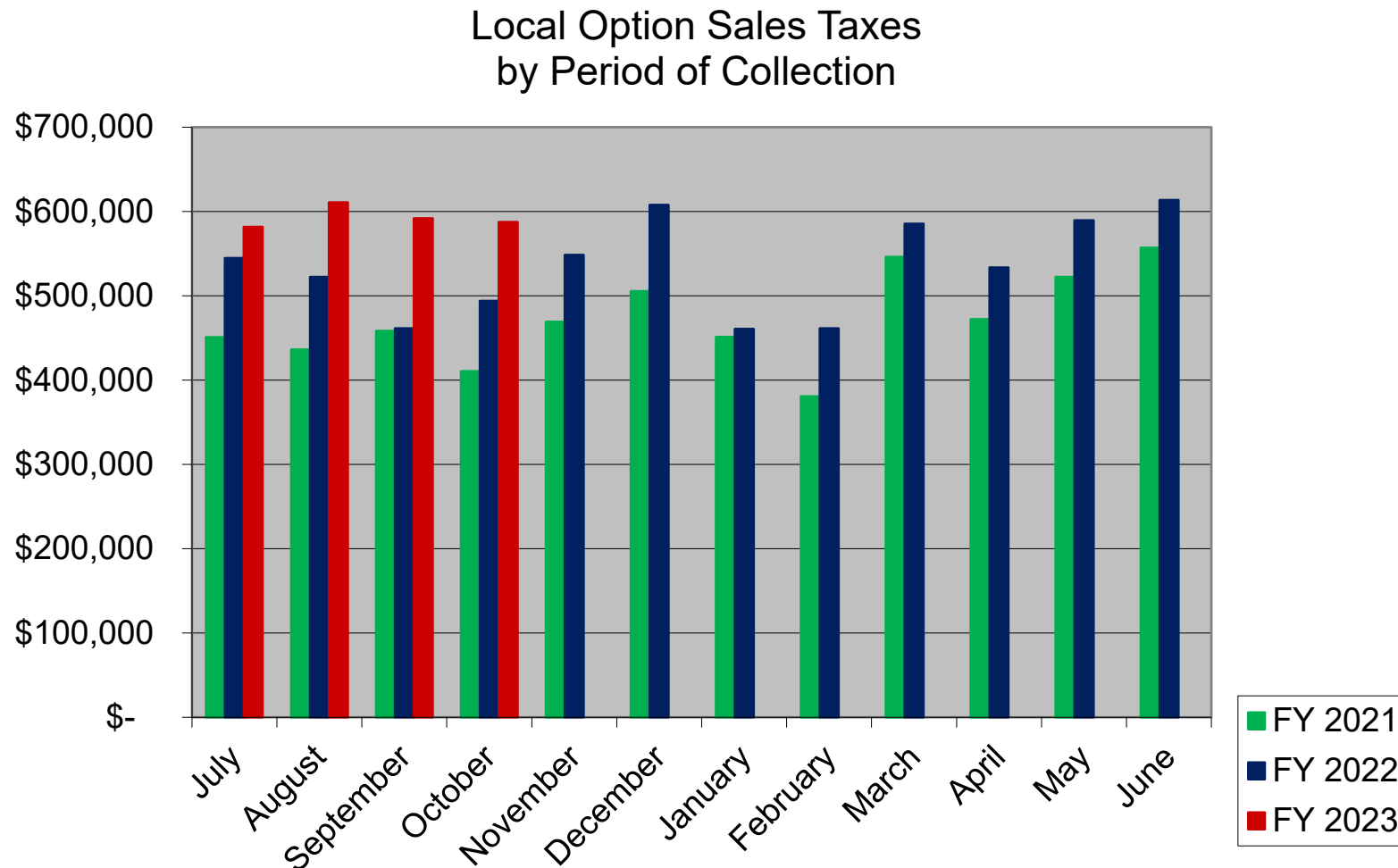




## Revenues to Note:



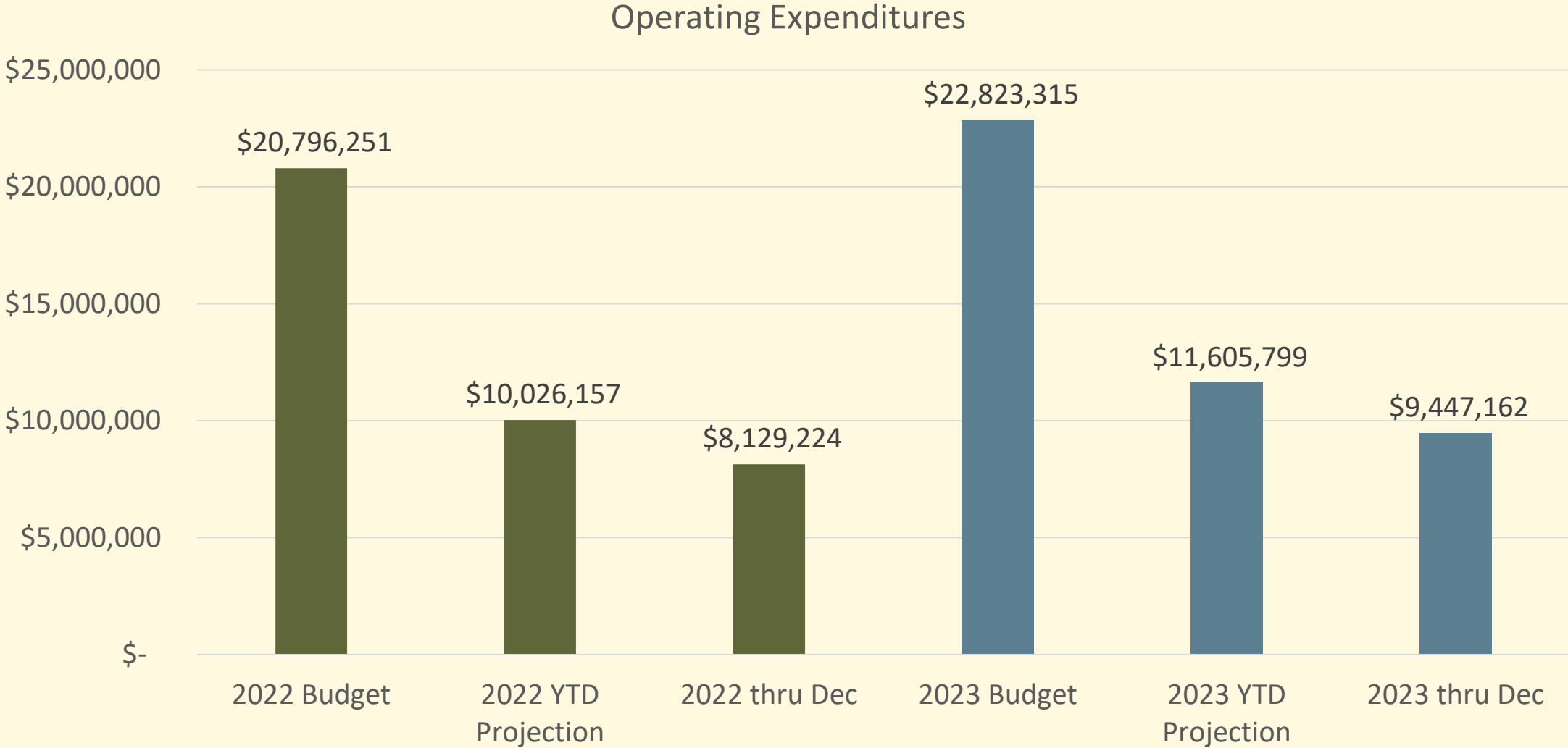
- Property Tax
  - Majority
  - As of 12
  - As of 12
- Sales Tax
  - \$350,000
  - Inflation
- Investment
  - Due to F
  - than the
  - Decembe



more

# General Fund Expenditures

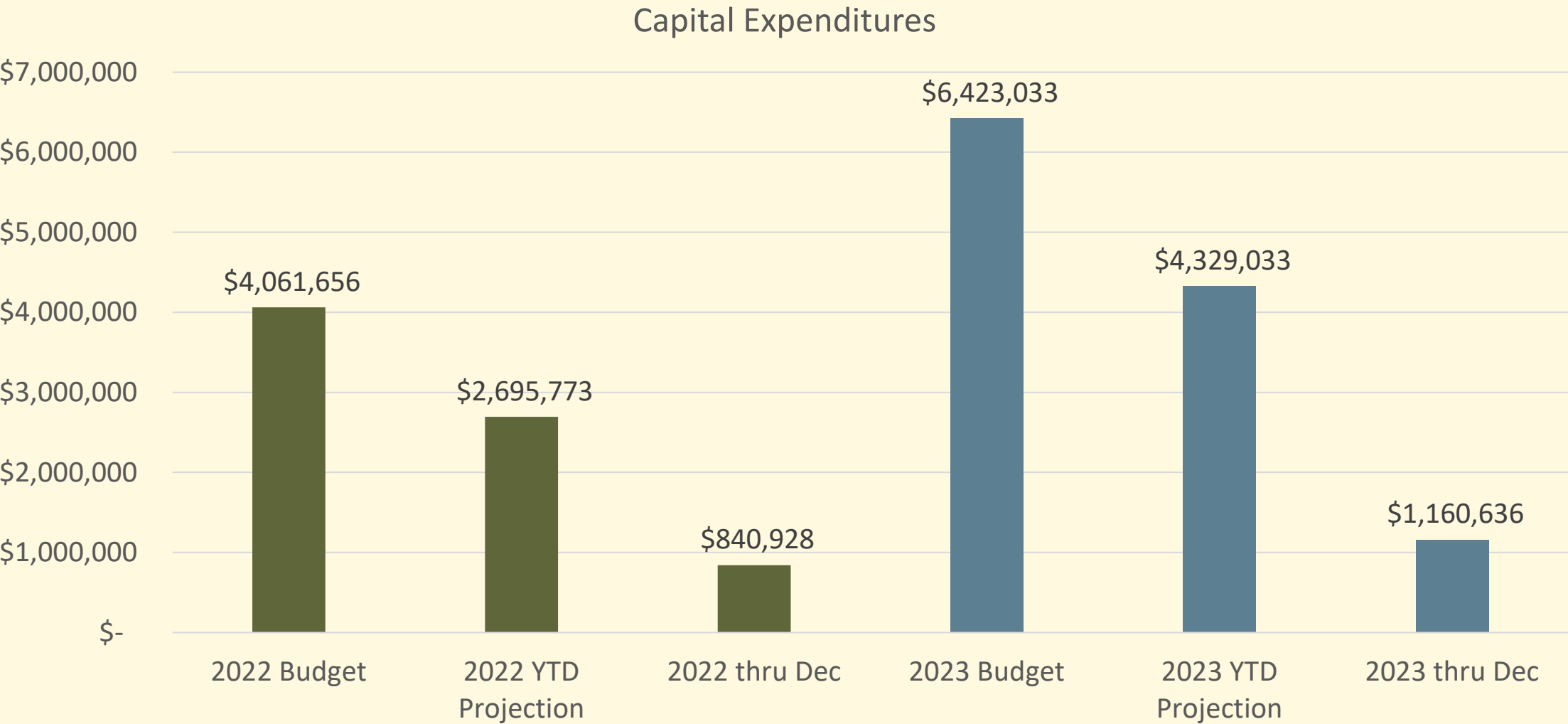




## Operating Expenditures to Note:



- Personnel Expenses:
  - \$6.1 million (45%) of \$13.7 million personnel budget expended thru 12/31/22
- Contracted Services \$600,000 of \$2.8 million budget spent
  - Powell Bill: \$1.5 million
  - Solid Waste: \$200,000 (gated community solid waste pickup)
  - Streets & Ground: \$200,000 (pavement patching)





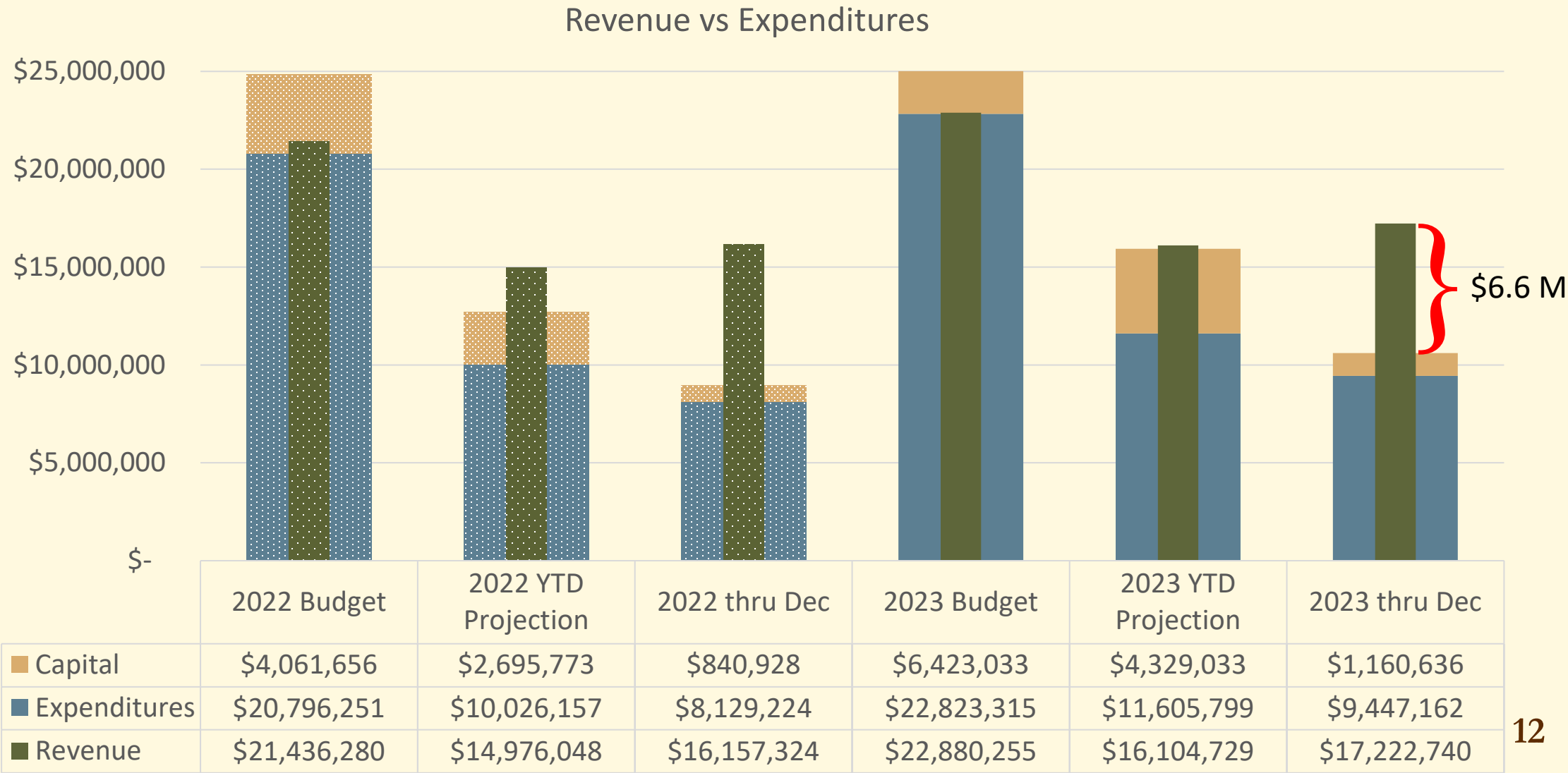
## Capital Expenditures to Note:



- Unspent Capital Dollars \$5.2 Million:
  - Streetscape Improvements: \$200,000 (downtown amenity plan)
  - Sidewalk Improvements: \$400,000
  - Stormwater Improvements: \$200,000
  - Street Sweeper: \$150,000
  - Public Services Relocation: \$350,000
  - Artificial Turf Field: \$1.5 million
  - Library Property: \$1 million
  - Solid Waste Vehicle: \$250,000
  - Police Vehicles: \$280,000
  - Village Hall HVAC: \$120,000
  - Fire SCBA and RIT Paks: \$160,000
  - All Other: \$590,000

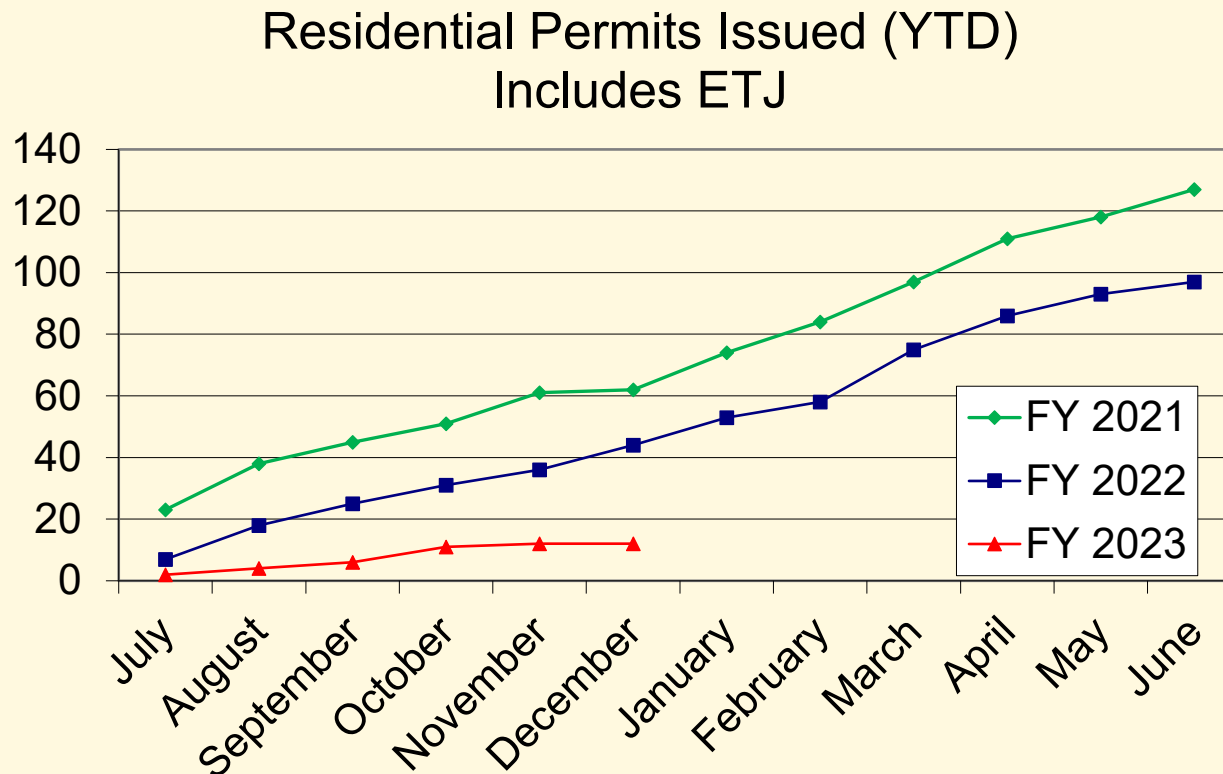
# Financial Position & Outlook

# Revenues vs. Expenditures



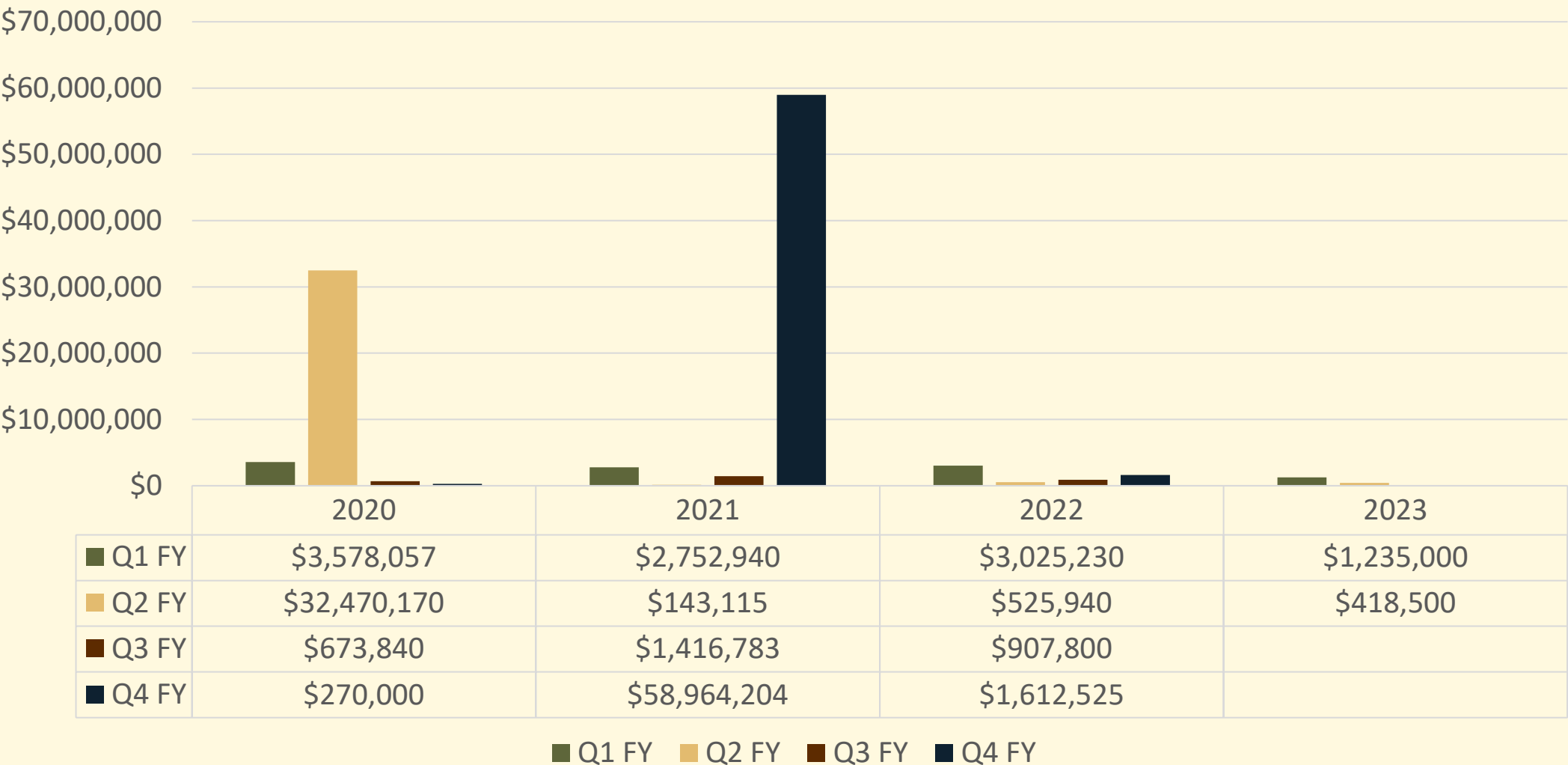


- Property taxes:
  - 90% of Village revenues
  - Residential building permits have slowed dramatically due to higher interest rates.





\$ Value of Non-Residential Development Permitted



# Financial Outlook



|      | Residential Tax Base | Non-Residential Tax Base | Tax Exempt Property | Total Taxable Assessed Value | % Change |
|------|----------------------|--------------------------|---------------------|------------------------------|----------|
| FY08 | \$2,719,108,835      | \$326,652,890            | \$268,117,125       | \$2,777,644,600              |          |
| FY09 | \$2,761,647,092      | \$335,386,033            | \$269,719,030       | \$2,827,314,095              | 1.79%    |
| FY10 | \$2,807,721,340      | \$339,175,249            | \$271,564,035       | \$2,875,332,554              | 1.70%    |
| FY11 | \$3,312,056,948      | \$356,462,370            | \$309,316,950       | \$3,359,202,368              | 16.83%*  |
| FY12 | \$3,333,807,236      | \$366,092,668            | \$309,216,950       | \$3,390,682,954              | 0.94%    |
| FY13 | \$3,368,430,240      | \$363,811,846            | \$312,873,330       | \$3,419,368,756              | 0.85%    |
| FY14 | \$3,433,539,072      | \$363,682,745            | \$314,499,090       | \$3,482,722,727              | 1.85%    |
| FY15 | \$3,433,872,218      | \$374,562,883            | \$316,220,133       | \$3,492,214,968              | 0.27%    |
| FY16 | \$3,352,781,389      | \$394,449,904            | \$404,357,860       | \$3,342,873,433              | -4.28%   |
| FY17 | \$3,398,349,498      | \$394,950,175            | \$405,681,620       | \$3,387,618,053              | 1.34%    |
| FY18 | \$3,438,503,505      | \$402,905,521            | \$405,969,480       | \$3,435,439,546              | 1.41%    |
| FY19 | \$3,495,942,470      | \$412,691,920            | \$405,458,520       | \$3,503,175,870              | 1.97%    |
| FY20 | \$3,737,721,744      | \$451,240,244            | \$437,571,040       | \$3,751,390,948              | 7.09%    |
| FY21 | \$3,809,790,478      | \$453,842,757            | \$434,758,410       | \$3,828,874,825              | 2.07%    |
| FY22 | \$3,910,901,972      | \$444,959,595            | \$463,961,170       | \$3,891,900,397              | 1.65%    |

\*Pinewild Annexed

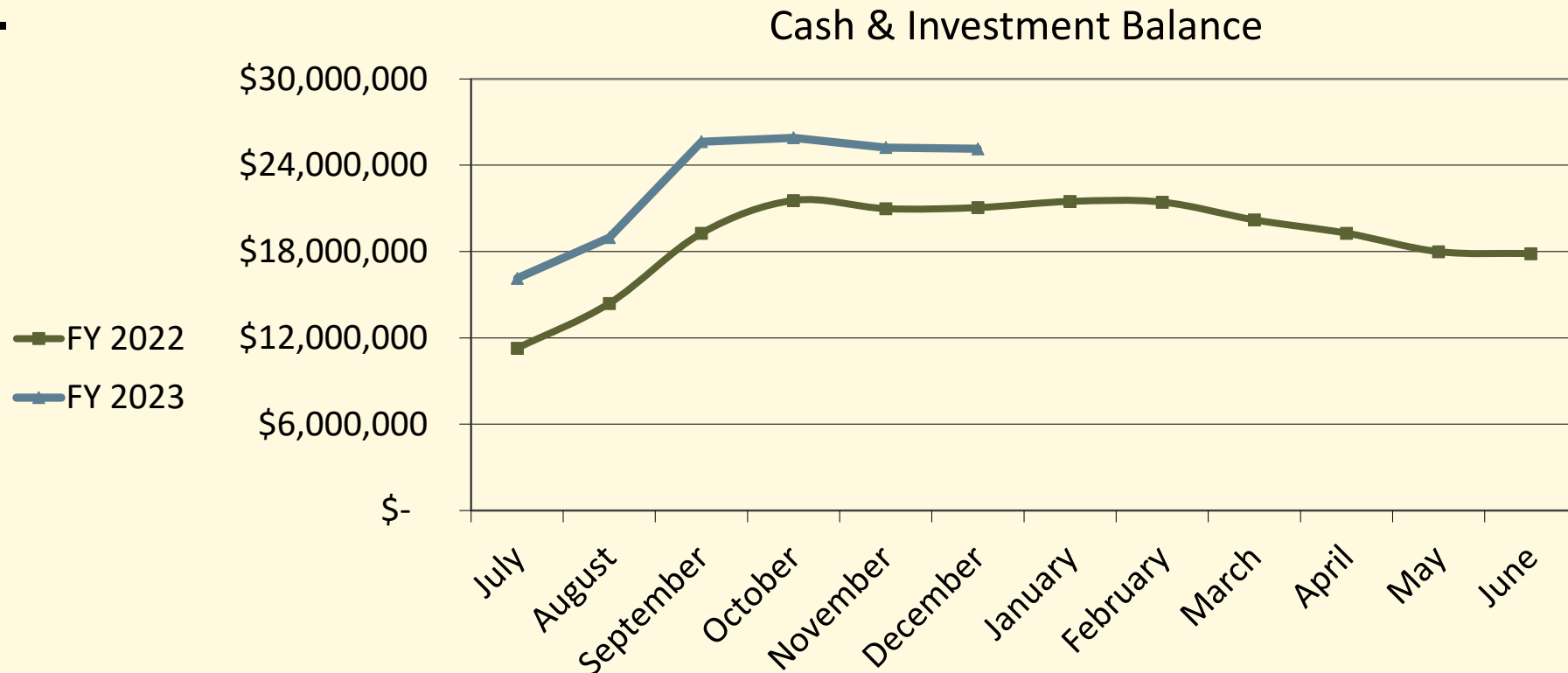


# Cash & Investment Balances

# Cash and Investment Balance



- Total cash balance increased by \$4.1 million from Dec '21 to Dec '22.
- Of the \$25.1 million in cash and investments, 98% is held in the North Carolina Capital Management Trust Government Portfolio.

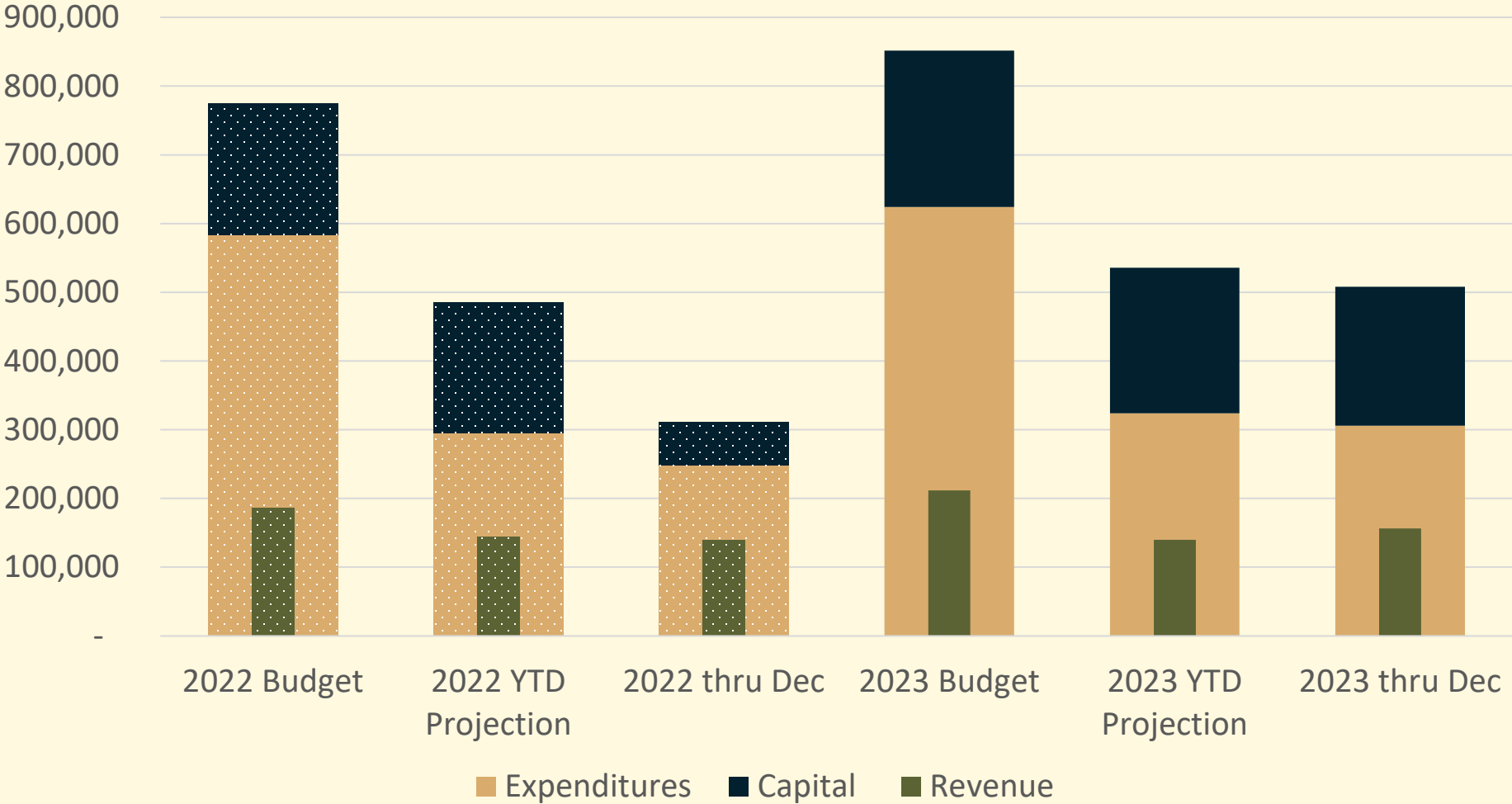


# Harness Track

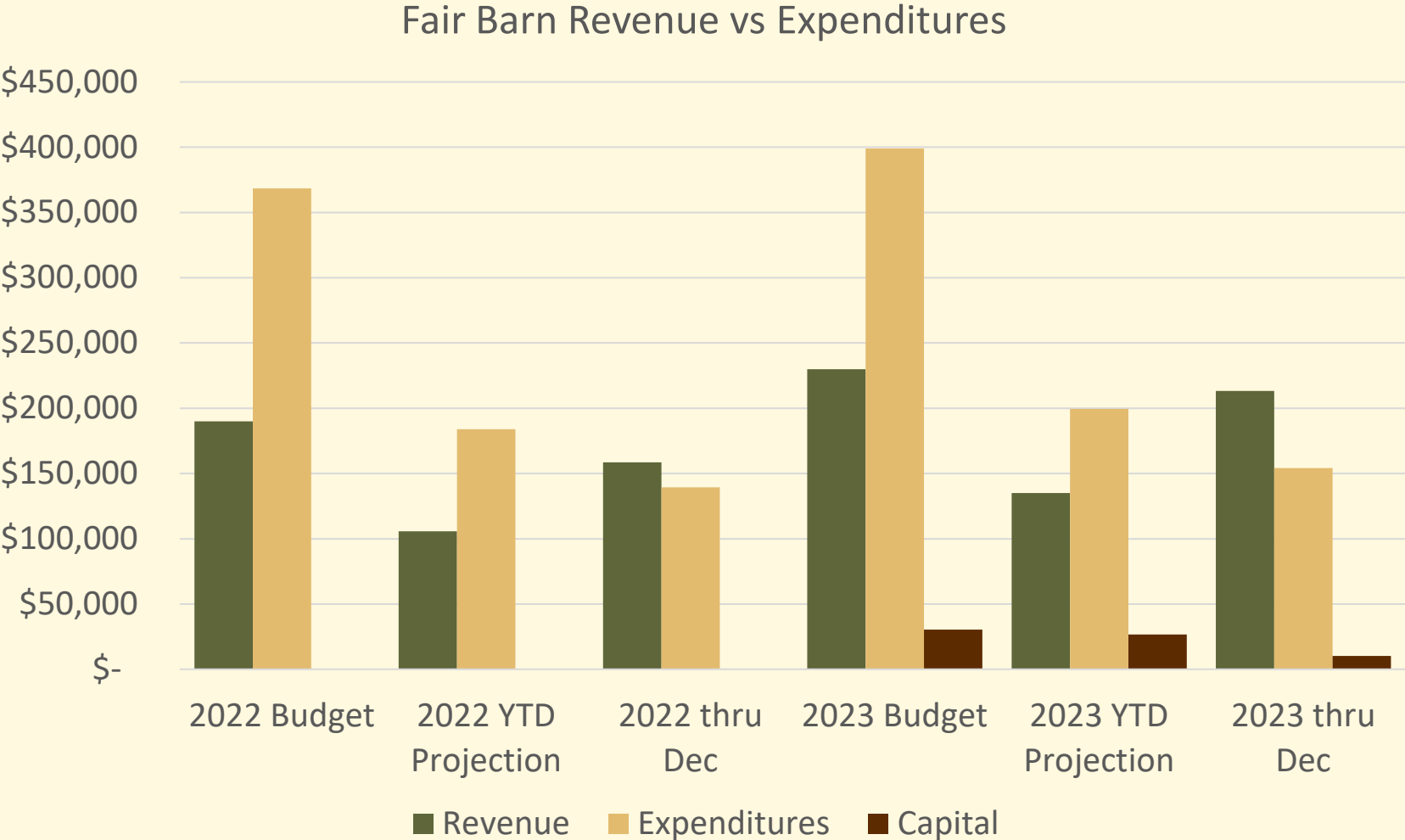




Harness Track Revenue vs Expenditures



Fair Barn







**FY2023 PROJECTED YEAR-END FINANCIAL RESULTS AND BUDGET  
AMENDMENT  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Dana Van Nostrand

**CC:**

Village Managers

**DATE OF MEMO:**

2/20/2023

**MEMO DETAILS:**

Financial Services has projected the year-end financial results for FY 2023. Details are provided in the accompanying memo and budget amendment summary. A budget amendment ordinance is also included for your review and consideration.

**ATTACHMENTS:**

Description

- ☐ Mid-Year Budget Amendment Memo
- ☐ Mid-Year Budget Amendment Ordinance

Dana Van Nostrand  
395 Magnolia Road  
Pinehurst, NC 28374  
Phone: 910-295-8646  
Fax: 910-295-4434  
e-mail: dvannostrand@vopnc.org



# Memo

**To:** Village Council  
**From:** Dana Van Nostrand  
**CC:** Village Managers  
**Date:** February 20, 2023  
**Re:** Projected Year-End Financial Results and Budget Amendment

## Projected Year-End Financial Results

Based upon my review of the quarterly financial statements through the end of December 2022, budget-to-actual reports through January 31, 2023 and discussions with Senior Management and Department Heads, I have formulated my estimate of the Village's projected year-end financial results. At this time, I estimate that the Village's revenues will exceed its expenditures at year-end by approximately \$1.5 million. This estimated net revenue is primarily due to projected revenues being \$1.0 million more than budgeted and projected savings in salaries and benefits of approximately \$529 thousand compared to budget.

The projected expenditures include a large reappropriation of approximately \$1.4 million related to purchases and projects that were incomplete as of June 30, 2022 and continued into FY 2023. In addition to specific revenue and expenditure projections for significant accounts, the estimate also includes an assumption that the Village will achieve additional favorable budget-to-actual variances. Based on the Village's historical budget-to-actual variances, it is probable the estimated budget-to-actual variances will be attained. The estimate assumes all budgeted capital outlays will be expended in FY 2023.

Total fund balance for the General Fund at the beginning of this fiscal year was approximately \$15.2 million. I am projecting that fund balance will increase to \$16.7 million by the close of this fiscal year. This estimate will leave the ending fund balance for the General Fund at 57% of budgeted expenditures. This percentage is above our policy minimum and positions us well to address initiatives identified in the FY 2024 Village Council Strategic Planning Retreat.

| Fund Balance        | FY 2021<br>Actual | FY 2022<br>Actual | FY 2023<br>Budgeted* | FY 2023<br>Estimated* |
|---------------------|-------------------|-------------------|----------------------|-----------------------|
| Beginning           | \$ 11,229,270     | \$ 13,288,868     | \$ 13,116,149        | \$ 15,239,959         |
| Ending              | 13,288,868        | 15,239,959        | 14,872,947           | 16,711,428            |
| Increase            | 2,059,598         | 1,951,091         | 1,756,798            | 1,471,469             |
| % Change            | 18.3%             | 14.7%             | 13.4%                | 9.7%                  |
| % of Expenditures** | 68.9%             | 73.5%             | 54.9%                | 57.1%                 |

\* Assumes an estimated budget-to-actual variance for revenues and expenditures

\*\* Excludes Other Financing Sources and Uses



## **Budget Amendment**

When evaluating our projected actual amounts compared to the current budget, I identified several of the more significant items that have deviated from our original budget projections. We propose the Village revise the budget estimates for these items to bring the budgeted amounts closer to the expected year-end amounts. I have detailed the proposed changes below:

### *Revenues*

- Finance staff and I project motor vehicle property tax revenues to be slightly higher than originally anticipated. These projections are based on the taxes collected to date. We recommend increasing motor vehicle tax revenues by \$86,000.
- Actual local option sales taxes and their related hold harmless reimbursements have been significantly higher than budgeted due to a variety of factors, including inflation. The Village experienced a 12.9% increase in sales tax revenues through February 2023 compared to the prior year to date. This is higher than the average increase for Moore County of 11.4%. As such, these revenues are projected to be higher than budgeted. We recommend increasing sales tax revenue by \$416,000 and the hold harmless reimbursements by \$115,000.
- Upon adoption of the FY 2023 North Carolina state budget in October, the NC Department of Transportation (NC DOT) Powell Bill program funding was finalized. We received \$3,245 more than originally anticipated, thus we recommend increasing revenue by this amount.
- The Police Department received a grant for the purchase of equipment. The FY 2023 budget was for the full amount of the grant award, however, a portion of the grant revenue was recognized in FY 2022 but was not budgeted and the remainder of the grant was not expended. The revenue budget should be reduced by \$13,983 to bring the budget down to the actual grant revenue recognized in FY 2023. This revenue decrease is directly offset by a decrease in the expenditure budget for Police.
- In September 2022, the Library received a \$40,557 grant of federal American Rescue Plan Act funds which have been used to offset Library operating costs. The revenue budget should be increased by \$40,557 to match the grant revenue that is recognized in FY 2023.
- Fair Barn rentals and reservations have returned to pre-pandemic levels, and revenues and reservations are comparable to FY 2022 actuals. We expect to collect \$250,000 for fair barn rentals in FY 2023, or \$25,000 higher than the budget.
- Projected ABC revenues are higher than budgeted this year. We recommend an increase of \$11,000 for ABC revenue on mixed beverages and an increase of \$58,700 for ABC revenue on counter sales.
- The Library received \$8,722 more in restricted donations to date than the budgeted amount of \$500. This budget increase to revenue is offset by an increase in the restricted expenditures budget for the Library to match the total revenue budget of \$9,222. Additionally, the Library endowment income budget is being reduced by \$6,000 based on the actual endowment income for FY 2023.
- The rapid increase in interest rates over the last several months is driving investment income to be significantly higher than budgeted. The January 2023 investment yield was 4.29%, compared to 0.01% in January of the prior year. Approximately 98% of the Village's cash is invested in the North Carolina Capital Management Trust (NCCMT) money market fund and yields in this fund are tracking with relevant indices. I recommend conservatively amending the investment income budget to increase it by \$300,000, which equates to an annual yield of approximately 2%.





### *Expenditures*

- In Human Resources, \$65,000 was originally appropriated for salary market adjustments. When the market adjustments for FY 2023 were implemented, it was determined that they could be absorbed within the affected departments due to various position changes and temporary vacancies. We are recommending removing the \$65,000 appropriation from the budget.
- The Police department budget for restricted grant expenditures needs to be reduced by \$13,983 for the remaining budget balance that cannot be spent since the grant has ended. This is offset by the grant revenue budget reduction noted above.
- Gas prices have been higher than anticipated in the budget. We recommend increasing the gas budget for Fleet Maintenance by \$70,000 based on projections through the end of the fiscal year. The related department fleet allocations for Fire, Solid Waste, and Recreation will be increased accordingly. We also recommend increasing the Harness Track budget for gas by \$7,000.
- The Library budget for restricted departmental supplies should be increased by \$9,222 to match the amount of restricted donations received for the Library to date.
- The travel and training budget for the Harness Track is projected to exceed the current budget based on historical actuals and year-to-date expenditures. I recommend increasing this budget line by \$4,000.

In total, these adjustments will increase the Village's FY 2023 Budget by \$11,239 and will reduce fund balance appropriated by \$1,033,002. Adopting the above adjustments within the revenue and expenditure accounts will enable the Village to prepare more accurate budget estimates for the next fiscal year and maintain statutory compliance required by the Local Government Budget and Fiscal Control Act.

As we enter the strategic planning and budgeting season, the Village is well positioned to carry out the objectives in our Strategic Operating Plan. The Village continues to remain in a solid financial position because of our conservative financial policies, disciplined financial planning, and diligent budget oversight by all departments. Should you have any questions, please feel free to contact me.

**ORDINANCE #23-06:**

**AN ORDINANCE AMENDING THE ORDINANCE APPROPRIATING FUNDS FOR OPERATIONS OF THE VILLAGE OF PINEHURST, REGARDING REVENUES AND EXPENDITURES OF THE GENERAL FUND FOR THE VILLAGE OF PINEHURST, NORTH CAROLINA (MID-YEAR BUDGET ADJUSTMENTS).**

**THAT WHEREAS,** the Village budgeted for revenues and expenditures in FY 2023 for the General Fund; and

**WHEREAS,** the estimates for FY 2023 revenues and expenditures have been calculated and there are some variations between the amounts budgeted and the amounts expected,

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 28<sup>th</sup> day of February 2023, as follows:

**SECTION 1.** To amend the General Fund with regard to revenues and expenditures, the revenue and expenditure accounts are to be changed as follows:

| <u>Account No.</u> | <u>Account Name</u>                 | <u>Debit</u>        | <u>Credit</u>       |
|--------------------|-------------------------------------|---------------------|---------------------|
| Revenues:          |                                     |                     |                     |
| 10-00-100-3122     | Property Taxes – MV 2022            |                     | \$ 86,000           |
| 10-00-100-3260     | Local Option Sales Tax              |                     | 416,000             |
| 10-00-110-3245     | Hold Harmless Sales Tax             |                     | 115,000             |
| 10-20-170-3350     | Powell Bill                         |                     | 3,245               |
| 10-10-170-3360     | Public Safety Grant                 | \$ 13,983           |                     |
| 10-80-170-3360     | Cultural & Recreation Grants        |                     | 40,557              |
| 10-80-130-3417     | Fair Barn Rental Income             |                     | 25,000              |
| 10-00-120-3870     | ABC Revenue – 50% Mixed Bev         |                     | 11,000              |
| 10-00-120-3871     | ABC Revenue – 25% Counter Sales     |                     | 58,700              |
| 10-80-120-3888     | Library Donations                   |                     | 8,722               |
| 10-80-120-3889     | Library Endowment Income            | 6,000               |                     |
| 10-00-120-3890     | Interest on Investments             |                     | 300,000             |
| 10-00-190-3905     | Fund Balance Appropriated           | 1,033,002           |                     |
| Expenditures:      |                                     |                     |                     |
| 10-00-240-4990     | Salary Adjustments – HR             |                     | \$ 65,000           |
| 10-10-310-6980     | Miscellaneous Grants – Police       |                     | 13,983              |
| 10-00-960-5600     | Gas - Fleet                         | \$ 70,000           |                     |
| 10-00-960-3560     | Charges to Other Depts. – Fleet     |                     | 70,000              |
| 10-10-320-5903     | Fleet ISF – Fire                    | 32,000              |                     |
| 10-30-510-5903     | Fleet ISF – Solid Waste             | 32,000              |                     |
| 10-80-610-5903     | Fleet ISF – Recreation              | 6,000               |                     |
| 10-80-615-5402     | Dept. Supplies Restricted – Library | 9,222               |                     |
| 10-80-620-5600     | Gas – Harness Track                 | 7,000               |                     |
| 10-80-620-6300     | Travel & Training – Harness Track   | 4,000               |                     |
| TOTAL              |                                     | <u>\$ 1,213,207</u> | <u>\$ 1,213,207</u> |

**SECTION 2.** Copies of this budget amendment shall be furnished to the Village Clerk, Village Manager, and Financial Services Director for their direction and implementation.

**THIS ORDINANCE** passed and adopted this 28<sup>th</sup> day of February 2023.

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

(Municipal Seal)

By: \_\_\_\_\_  
John C. Strickland, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Kelly Chance, Village Clerk

\_\_\_\_\_  
Michael J. Newman, Village Attorney





**ORDINANCE 23-07 BUDGET AMENDMENT FOR STORMWATER  
DRAINAGE & INTERSECTION ENHANCEMENTS  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Dana Van Nostrand

**CC:**

Village Managers

**DATE OF MEMO:**

2/22/2023

**MEMO DETAILS:**

The FY2023 General Fund budget includes \$350,000 in the Public Services Administration department to fund land acquisition for the Public Services Complex alternate location. Land was acquired for \$67,362, leaving a balance of \$282,638 in this appropriation. The Streets & Grounds department needs additional funding for downtown stormwater and intersection enhancement projects. This budget amendment will reallocate the balance of \$282,638 from Public Service's land capital budget to Streets & Grounds infrastructure capital budget.

**ATTACHMENTS:**

Description

- ▣ Ordinance 23-07 Public Services Land to SG Infrastructure

**ORDINANCE #23-07:**

**AN ORDINANCE AMENDING THE ORDINANCE APPROPRIATING FUNDS FOR OPERATIONS OF THE VILLAGE OF PINEHURST FOR FISCAL YEAR 2023, REGARDING EXPENDITURES OF THE GENERAL FUND FOR THE VILLAGE OF PINEHURST, NORTH CAROLINA (DOWNTOWN STORMWATER AND INTERSECTION ENHANCEMENTS)**

**THAT WHEREAS**, on June 14, 2022, the Village Council adopted the Fiscal Year 2023 (FY2023) Strategic Operating Plan appropriating funds for operations of the Village of Pinehurst; and

**WHEREAS**, in the FY 2023 General Fund budget, \$350,000 was appropriated to fund land acquisition for the Public Services Complex alternate location; and

**WHEREAS**, land was purchased for \$67,362, leaving a balance of \$282,638 in the appropriation for the project; and

**WHEREAS**, additional funds are needed for downtown stormwater and intersection enhancement projects;

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 28<sup>th</sup> day of February 2023, as follows:

**SECTION 1.** To amend the FY 2023 General Fund budget with regard to expenditures, the expenditure accounts are to be changed as follows:

| <u>Account No.</u> | <u>Account Name</u>                    | <u>Debit</u> | <u>Credit</u> |
|--------------------|----------------------------------------|--------------|---------------|
| 10-20-420-7700     | Capital Outlay: Infrastructure – S&G   | \$282,638    |               |
| 10-20-410-7100     | Capital Outlay: Land – Public Services |              | \$282,638     |

**SECTION 2.** Copies of this budget amendment shall be furnished to the Clerk to the Village Council, Village Manager, and Financial Services Director for their direction and implementation.

**THIS ORDINANCE** passed and adopted this 28<sup>th</sup> day of February, 2023.

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

(Municipal Seal)

By: \_\_\_\_\_  
John C. Strickland, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Kelly Chance, Village Clerk

\_\_\_\_\_  
Michael J. Newman, Village Attorney



## **Q2 UPDATE ON THE STATUS OF THE FY 2023 STRATEGIC OPERATING PLAN**

### **ADDITIONAL AGENDA DETAILS:**

**FROM:**

Matthew McKirahan

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

2/9/2023

**MEMO DETAILS:**

This agenda item is to review the update on the status of implementing the FY 2023 Strategic Operating Plan, including this year's Initiative Action Plans (IAPs) through the end of December 31, 2022.

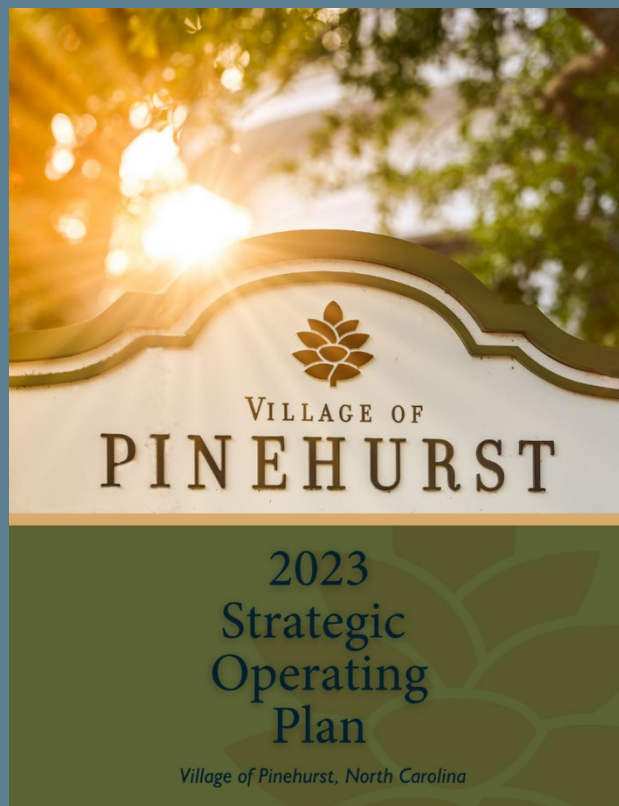
**ATTACHMENTS:**

Description

▣ FY2023 Q2 SOP Update



# Village of Pinehurst Strategic Operating Plan Update FY 2023



VILLAGE OF PINEHURST | [www.vopnc.org](http://www.vopnc.org)



## FY 2023 Strategic Operating Plan Overview

### Village Council

Each year, the Pinehurst Village Council adopts a Strategic Operating Plan, which indicates the Village's plans to achieve our vision and mission. The Strategic Operating Plan covers the fiscal year that begins on July 1 and includes a five-year financial plan.

### Vision, Mission, and Values

The vision is what the Village intends to be, and the mission is what the Village must do to achieve that vision. The Village's core values are the guiding principles and behaviors that embody how Village employees and volunteers are expected to operate as they provide services.



### Balanced Scorecard

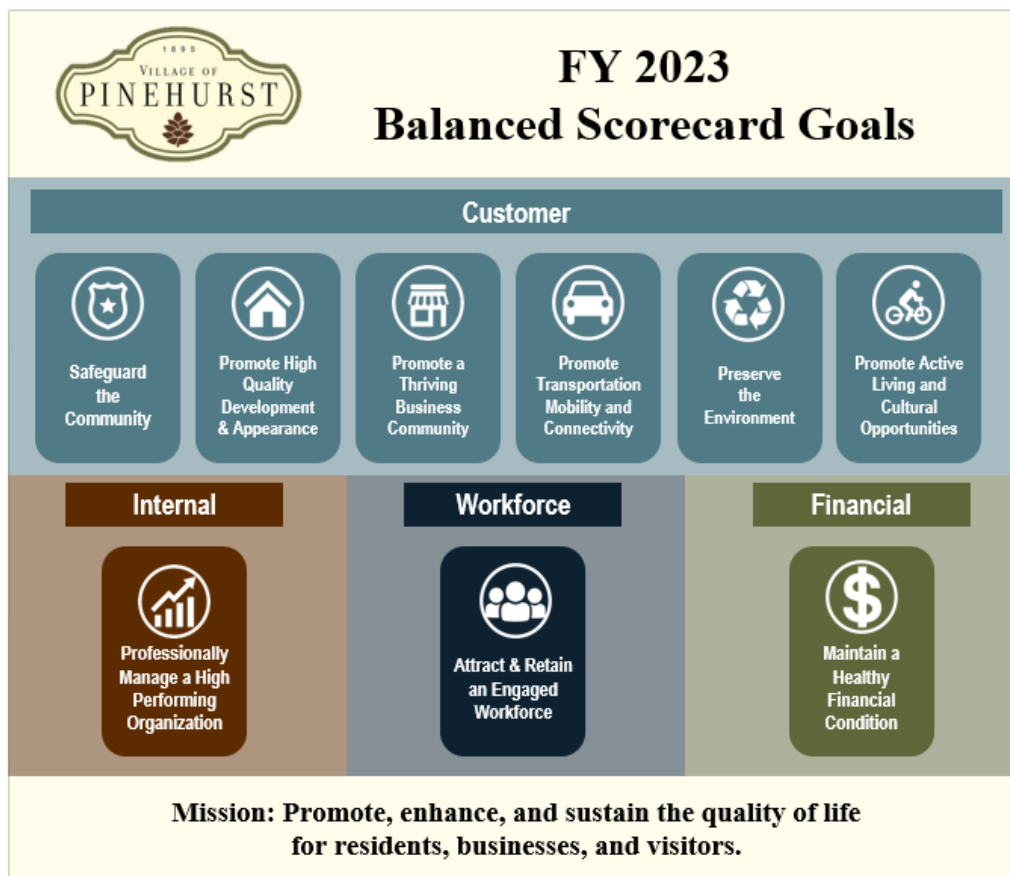
The Village uses a Balanced Scorecard (BSC) to integrate strategic planning and resource allocation. The BSC contains goals, objectives, and key performance indicators in four perspectives to ensure a balanced approach to evaluating the achievement of organizational strategy:

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

## FY 2023 Balanced Scorecard

### FY 2023 Goals

The FY 2023 Balanced Scorecard contains 9 strategic goals in the four perspectives.



### FY 2023 Areas of Focus

Each balanced scorecard goal has one or more strategic objectives. Strategic objectives indicate how we will achieve the Village goals. In FY 2023, the Village Council identified three strategic objectives as Areas of Focus:

1. Manage development and enforce codes and ordinances
2. Support the business community
3. Provide a safe and effective multi-modal transportation system



## FY 2023 Initiative Action Plans (IAPs)

### Status of FY 2023 Initiative Action Plans on December 31, 2022

The FY 2023 Strategic Operating Plan includes 5 Initiative Action Plans (IAPs).

| IAP Status at 12/31/22       |  | # of IAPs | % of IAPs |
|------------------------------|--|-----------|-----------|
| In progress; on schedule     |  | 1         | 20%       |
| In progress; NOT on schedule |  | 3         | 60%       |
| Begins in the future         |  | 0         | 0%        |
| Complete                     |  | 1         | 20%       |
| TOTAL                        |  | 5         | 100%      |

### Status of FY 2023 Initiative Action Plan Metrics on December 31, 2022

The IAPs include metrics to track how effective the Village is at accomplishing targeted results.

| Metrics Projections Met at 12/31/22 |  | # of IAPs | % of IAPs |
|-------------------------------------|--|-----------|-----------|
| Achieved projected performance      |  | 5         | 83%       |
| Did not achieve targeted results    |  | 0         | 0%        |
| Begins in the future                |  | 1         | 17%       |
| TOTAL                               |  | 6         | 100%      |

The complete status of the FY 2023 IAPs and an indication if metric projections were achieved in Q2 are indicated in the table attached to this report.



|          | Goal                                             | IAP Name                                                                                                  | IAP Description                                                                                                                                                                                                                                                                               | FY        | Q2 FY 2023 IAP Status |                                                                                                                                                                                                                                                           |                                                                                                                        |              |            |
|----------|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|--------------|------------|
|          |                                                  |                                                                                                           |                                                                                                                                                                                                                                                                                               |           | IAP Status            | Q2 Comments                                                                                                                                                                                                                                               | IAP Metrics                                                                                                            | YTD Actual   | YTD Goal   |
| Customer | Promote high quality development and appearance  | Update the Pinehurst Development Ordinance                                                                | Update the Pinehurst Development Ordinance to reflect priorities of the 2019 Comprehensive Plan and changes required by 160d legislation.                                                                                                                                                     | FY23-FY24 |                       | Initial draft scope of services has been developed. Waiting to clear up other priorities before initiating. IAP metric is on hold until task #4 (Update IAP timeline and KPIs according to contract for PDO update) is completed.                         | # of PDO sections drafted and presented to Village Council                                                             | 0            | 0          |
|          |                                                  | Small Area Plan for the Village Place/Rattlesnake Trail Corridor and Pinehurst South/Hwy5 Commercial Area | The purpose of this IAP is to engage a consultant and develop small area plans for 2 Focus Areas identified in the 2019 Comprehensive Plan. This represents and update and expansion of the previously adopted 2008 New Core Master Plan and a new plan for the Pinehurst South Focus Area 2. | FY23      |                       | Plan adjustments were finalized and the implementation strategy was built into the SAP documents. This IAP is marked as complete.                                                                                                                         | # of participants who attended meetings or view information on Engage Pinehurst                                        | 190          | 50         |
|          |                                                  | Relocation of the Public Services Complex to allow for redevelopment of Village Place. (6.5)              | Purchase or use property already owned for purposes of moving the public services facility from its current location to another location to make room for Village Place to develop.                                                                                                           | FY23-25   |                       | Pros and cons list of each potential site was compiled and presented to Council on 10/12/22. Next steps are scheduled for Q4 of FY 2023.                                                                                                                  | No applicable IAP metric identified at this time.                                                                      |              |            |
|          | Promote active living and cultural opportunities | Retrofit current athletic fields with synthetic turf                                                      | Retrofit existing grass athletic fields into synthetic turf at Wicker Park and Cannon Park. Converting fields to synthetic will provide a more durable surface for activities and reduce maintenance costs over the life of the synthetic fields.                                             | FY23-27   |                       | Site work on Cannon Park field 1 has not yet begun. However, the March completion deadline is still accurate as of the end of January 2023.                                                                                                               | PR.C.3 % of residents satisfied with the quality of Village parks                                                      | 99%          | 95%        |
|          |                                                  | Expand and renovate Given Library/Tufts Archives                                                          | The purpose of this IAP is to create and implement a plan to expand and renovate the Givens Library and Tufts Archives.                                                                                                                                                                       | FY23-27   |                       | An architect/engineering firm was selected during Q2. The planning concepts and plan designs task for Q2 was completed in January 2023, which resulted in this IAP being marked as not on schedule for Q2. Items are on schedule for the rest of FY 2023. | % of residents satisfied with Given Memorial Library services<br>% of residents satisfied with Tufts Archives services | 95%<br>98.6% | 95%<br>95% |

IAPs listed in red are FY 2023 Village Council Areas of Focus.

| Key for IAP Status |                                       |
|--------------------|---------------------------------------|
|                    | In progress; NOT on schedule          |
|                    | In progress; on schedule              |
|                    | Completed                             |
|                    | Starts in the future                  |
|                    | Removed IAP and metric                |
| Key for Metrics    |                                       |
|                    | Did not achieve projected performance |
|                    | Achieved projected performance        |
|                    | Starts in the future                  |

## FY 2023-2027 Strategic Objectives

We define strategic objectives as prospects for new or changed services or processes. The Village Council prioritizes the list of strategic objectives identified in the annual Strategic Planning Retreat. Below is a list of OFIs addressing strategic objectives included in the five-year financial forecast (FY 2023-2027).

| FY 2023 OFIs that address Strat. Opportunities                                                                                       | OFI        | Years   | Notes                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------|------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Update the Pinehurst Development Ordinance                                                                                           | IAP        | FY23-24 | Initial draft scope of services has been developed. Waiting to clear up other priorities before initiating. IAP metric is on hold until task #4 (Update IAP timeline and KPIs according to contract for PDO update) is completed.                         |
| Small Area Plan for the Village Place/Rattlesnake Trail Corridor and Pinehurst South/Hwy5 Commercial Area                            | IAP        | FY23    | Plan adjustments were finalized and the implementation strategy was built into the SAP documents. This IAP is marked as complete.                                                                                                                         |
| Relocation of the Public Services Complex                                                                                            | IAP        | FY23-25 | Pros and cons list of each potential site was compiled and presented to Council on 10/12/22. Next steps are scheduled for Q4 of FY 2023.                                                                                                                  |
| Retrofit current athletic fields with synthetic turf                                                                                 | IAP        | FY23-27 | As of the end of Q2, site work on Cannon Park field 1 had not yet begun. <i>February update: the March timeline has been pushed to the end of April.</i>                                                                                                  |
| Expand and renovate Given Library/Tufts Archives                                                                                     | IAP        | FY23-27 | An architect/engineering firm was selected during Q2. The planning concepts and plan designs task for Q2 was completed in January 2023, which resulted in this IAP being marked as not on schedule for Q2. Items are on schedule for the rest of FY 2023. |
| Evaluate viability of potential Fair Barn enhancements or improvements                                                               | Evaluation | FY23    | Initial planning meeting held with Performance Director. Expect to assemble review team and start the evaluation in Q3.                                                                                                                                   |
| Evaluate the opportunity to manage single lot residential stormwater through PDO amendments (on-site storage and/or other solutions) | Evaluation | FY23-27 | This is tied to Phase II Stormwater Management Master Plan development and will be evaluated as part of that process.                                                                                                                                     |
| Create a Highway Corridor Overlay ordinance in the PDO to protect critical corridors (2.21)                                          | Project    | FY23-24 | This is tied to the Comprehensive PDO update (not started yet) and also evaluating zoning for Focus Area 5 (not started yet) and the Form Based Code for Pinehurst South (under development). May not end up creating one highway overlay ordinance.      |
| Pursue safety awareness grants through the SRTS program at NCDOT (4.11)                                                              | Project    | FY23    | Continue to monitor notices of funding availability. School district needs to be part of most grant opportunities so need to coordinate better with them on their needs in this regard.                                                                   |
| Update the Comprehensive Parks & Recreation Master Plan while considering neighborhood open spaces and amenities (7.1)               | Project    | FY23    | Survey was released in Q2 for public input and mailed to random residences within the Village. Public Input meeting was scheduled but had to be delayed due to the power outage in December. Rescheduled for Q3.                                          |
| Evaluate changing stormwater standards from 10-year storm to 25-year storm and other solutions.                                      | Evaluation | FY23    | In progress as part of Stormwater Management and Master Plan.                                                                                                                                                                                             |



| (continued)<br>FY 2023 OFIs that address Strat. Opportunities                                                                                     | OFI     | Years   | Notes                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Prepare and implement a comprehensive stormwater master plan policy recommendations to identify effective stormwater management strategies. (6.8) | Project | FY23    | Phase 2 Task Order approved by Council in October. Met with McGill in early November to visit problem sites. Currently awaiting their analysis of those areas.                                                                                                                                        |
| Develop an ordinance for stormwater facility maintenance post-construction. (6.10)                                                                | Project | FY23    | In progress as part of the Stormwater Management and Master Plan project                                                                                                                                                                                                                              |
| Construct sidewalks, walkways, greenways, and/or bike lanes/paths                                                                                 | Project | FY23-27 | Doug sent out and is collecting surveys for McKenzie Road (south of Linden) and Juniper Creek and Deerwood in Pinehurst No. 6. He is waiting for more surveys to come in but will discuss with Council in Q3.                                                                                         |
| Implementation of stormwater improvements (6.9)                                                                                                   | Project | FY23-27 | We have several ongoing small drainage projects in FY23, will continue to implement projects as needed, and will utilize the Stormwater Management and Master Plan for further guidance when completed.                                                                                               |
| Village Place streetscape enhancements                                                                                                            | Project | FY23-27 | Council has directed these funds be used for implementation of certain components of the Downtown Amenity Plan. Lampposts and flagpole have been repainted, landscape renovation plans have gone through one draft revision, new globes and night-sky defectors have been ordered for the lamp posts. |

| Future Year OFIs that address Strat. Opportunities                                                                                                                                                                    | OFI        | Years               | Notes                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Evaluate the need for an additional Police Station or substation to meet the increased service needs and demands of residents. (6.7)                                                                                  | Evaluation | FY26<br>FY27*       | This evaluation was adjusted to FY207 during the FY2024 Strategic Planning Retreat.                                                                                                                    |
| <del>Assess whether the community supports an indoor and/or outdoor performing arts venue, and if so, explore options for locations and funding sources. (6.14)</del>                                                 | Evaluation | FY27                | This evaluation was recommended for removal during the FY2024 Strategic Planning Retreat.                                                                                                              |
| Expand downtown parking facilities                                                                                                                                                                                    | IAP        | FY24-27<br>FY25-28* | The timeline for this IAP was adjusted to begin in FY2025 during the FY2024 Strategic Planning Retreat. The timeline may continue to shift during the FY2024 budget process.                           |
| <del>Coordinate efforts between Aberdeen, Southern Pines &amp; Pinehurst to expand arts and cultural facilities and experiences in the region. (5.6)</del>                                                            | Project    | FY27                | This project was recommended for removal during the FY2024 Strategic Planning Retreat.                                                                                                                 |
| Partner with Moore Co. to relocate the EMS facility                                                                                                                                                                   | Project    | FY25                |                                                                                                                                                                                                        |
| Develop West Pinehurst Park and identify potential partners. (7.3)                                                                                                                                                    | Project    | FY27<br>FY28*       | This project was adjusted to FY2028 during the FY2024 Strategic Planning Retreat. The timeline may continue to shift during the FY2024 budget process.                                                 |
| Replace lighting at Cannon Park Field 2                                                                                                                                                                               | Project    | FY25                | This project was adjusted to included lighting at Cannon Park Field 1 during the FY2024 Strategic Planning Retreat.                                                                                    |
| Evaluate CommunityViz Model to evaluate impact of development (includes 2.10, 2.11, 2.12, 7.14)                                                                                                                       | Evaluation | FY25                | This evaluation will move to a departmental OFI in FY2024.                                                                                                                                             |
| Pursue public/private development partnerships, issuing Requests for Development Proposals (RFDP), as needed. (2.20)                                                                                                  | Evaluation | FY24                | This evaluation was adjusted to FY2025 during the FY2024 Strategic Planning Retreat.                                                                                                                   |
| Consider a policy to partner with others to promote private, or public, acquisition of historic properties to hold, manage, preserve, restore, and improve properties to promote historic preservation efforts. (1.4) | Evaluation | 5+ years            | Staff recommends that this evaluation begin in FY28.                                                                                                                                                   |
| Develop <i>and implement</i> a Consolidated Multi-Modal Transportation Plan (includes 3.4, 4.8, 4.9, 4.10, 4.12)                                                                                                      | IAP        | FY24-25<br>FY24-28* | The language of this IAP was adjusted to “develop and implement” during the FY2024 Strategic Planning Retreat. The implementation phase extends the years to FY2028.                                   |
| Preserve/conserv open space in and around Pinehurst and develop a comprehensive conservation plan for ETJ and update zoning for Focus Area #1                                                                         | Project    | FY24<br>FY25*       | This project was adjusted to FY2025 during the FY2024 Strategic Planning Retreat.                                                                                                                      |
| Consider public/private partnerships to locate artist studios and galleries in the Village Center and Village Place (e.g. Starworks glass blowing) to enhance the character of the Village and expand the arts. (5.9) | Project    | FY27                | This project was aligned with a strategic opportunity that was removed during the FY2024 Strategic Planning Retreat. This project will be re-examined when the Village updates the Comprehensive Plan. |

| (Continued)<br>Future Year OFIs that address Strat.<br>Opportunities                                                         | OFI        | Years               | Notes                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------|------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Consider expanding the Village's extra-territorial jurisdiction north of NC Highway 211 and west of US Highway 15-501. (2.9) | Project    | FY24<br>FY25*       | This project was adjusted to FY2025 during the FY2024 Strategic Planning Retreat.                                                                     |
| Consider enhancements to the pedestrian alleyways in Village Center                                                          | Evaluation | FY25                | This OFI is part of the downtown amenity plan.                                                                                                        |
| Update the PDO and zoning maps to address planning needs for Focus Area 1                                                    | Project    | FY24<br>FY26*       | This project was adjusted to FY2026 during the FY2024 Strategic Planning Retreat. The project will align with the ETJ conservation plan listed above. |
| Address resident street lighting dissatisfaction                                                                             | Project    | FY24-27<br>FY24-28* | This project was adjusted through FY2028 during the FY2024 Strategic Planning Retreat.                                                                |

\* Notes an updated timeline.





**DISCUSS AND CONSIDER FINAL FY23 WALKWAY CONSTRUCTION  
LOCATIONS  
ADDITIONAL AGENDA DETAILS:**

**ATTACHMENTS:**

Description

- ☐ Memo on Proposed Sidewalk Locations
- ☐ Presentation on Proposed Sidewalks
- ☐ No. 6 Proposed Sidewalk Map



# Memo

To: Village Council  
From: Doug Willardson  
Date: February 22, 2023  
Re: FY2023 Walkway Construction Locations

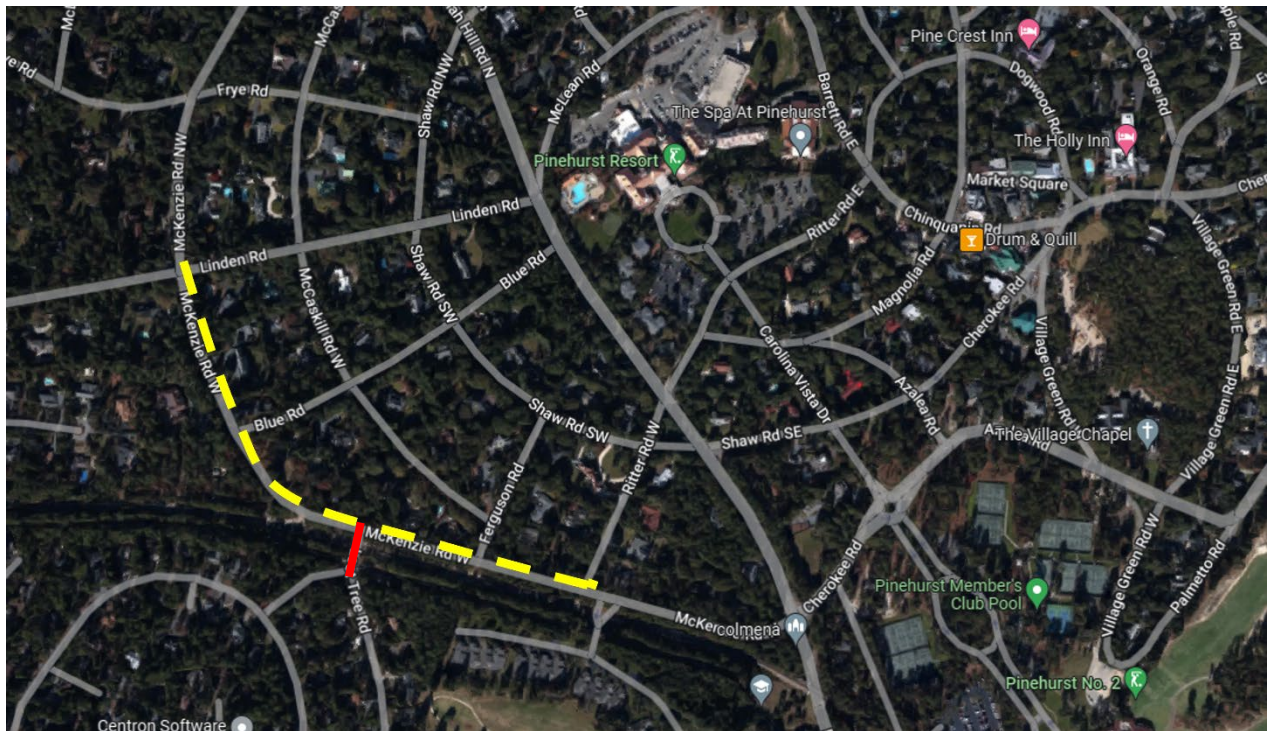
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Earlier this fiscal year, Council reviewed two possible locations for constructing walkways in the Village—McKenzie Road West and Pinehurst No. 6. At Council’s direction, staff surveyed residents in these locations regarding their desire for walkways and preference of walkway construction materials.

## McKenzie Road

As a reminder, staff proposed extending the walkway on McKenzie Road West for the multiple interconnections it would create within the existing walkway network—specifically with the greenway trail on Linden Road and the soon-to-be constructed walkway on McKenzie on the north side of Linden Road. Additionally, walkways along McKenzie would provide a pedestrian connection between the lake neighborhood and downtown.

I spoke with all the residents along the inside of the McKenzie Road circle from Linden Road to Ritter Road (shown in yellow on the map below). All were supportive of a walkway being constructed—and in some places there are already remnants of a former sand/clay path. All abutters were also agreeable to stone screenings which would match the existing pathways. Originally, staff proposed connecting the McKenzie Road West pathway with the existing greenway along Shaw Road via Ritter Road. However, on both sides of Ritter Road there was a resident that was strongly opposed to walkways. We then contacted residents along Ferguson Road. Similarly, there was opposition to constructing walkways along Ferguson. Staff reassessed the plan and considering both Ferguson and Ritter have light traffic and will pose few pedestrian/vehicle interactions, we think it better to focus on adding a crosswalk across McKenzie at Lost Tree Road. We also recommend adding a pathway along a short distance of Lost Tree Road to cross the railroad tracks and terminate at Oakmont Drive. This is shown in red on the map below. When Hwy 5 is improved to include sidewalks, the Village can finish the last portion of McKenzie Road West from Ritter to Highway 5.



## Pinehurst No. 6

The Bicycle and Pedestrian Advisory Committee and staff recommended pursuing sidewalks in No. 6 for the following reasons:

- No. 6 had the lowest satisfaction with walkways of any neighborhood in the last resident survey
- No. 6 has consistently shown low satisfaction with walkways since 2014
- The No. 6 POA shared a survey of its members showing 74% were in favor of sidewalks
- The Comprehensive Pedestrian Plan identified walkways in No. 6 as a priority
- Interconnections with existing greenway trail and sidewalk on other side of 15-501

Staff surveyed all property owners along Juniper Creek Boulevard and a portion of Deerwood Lane (in blue on the map below). Overall, we had just over 200 respondents with 37% opposed to the construction of sidewalks and 63% not opposed. Based on a 5-point Likert scale, below are the average scores from the survey. As you can see, there is a preference for constructing concrete sidewalks.

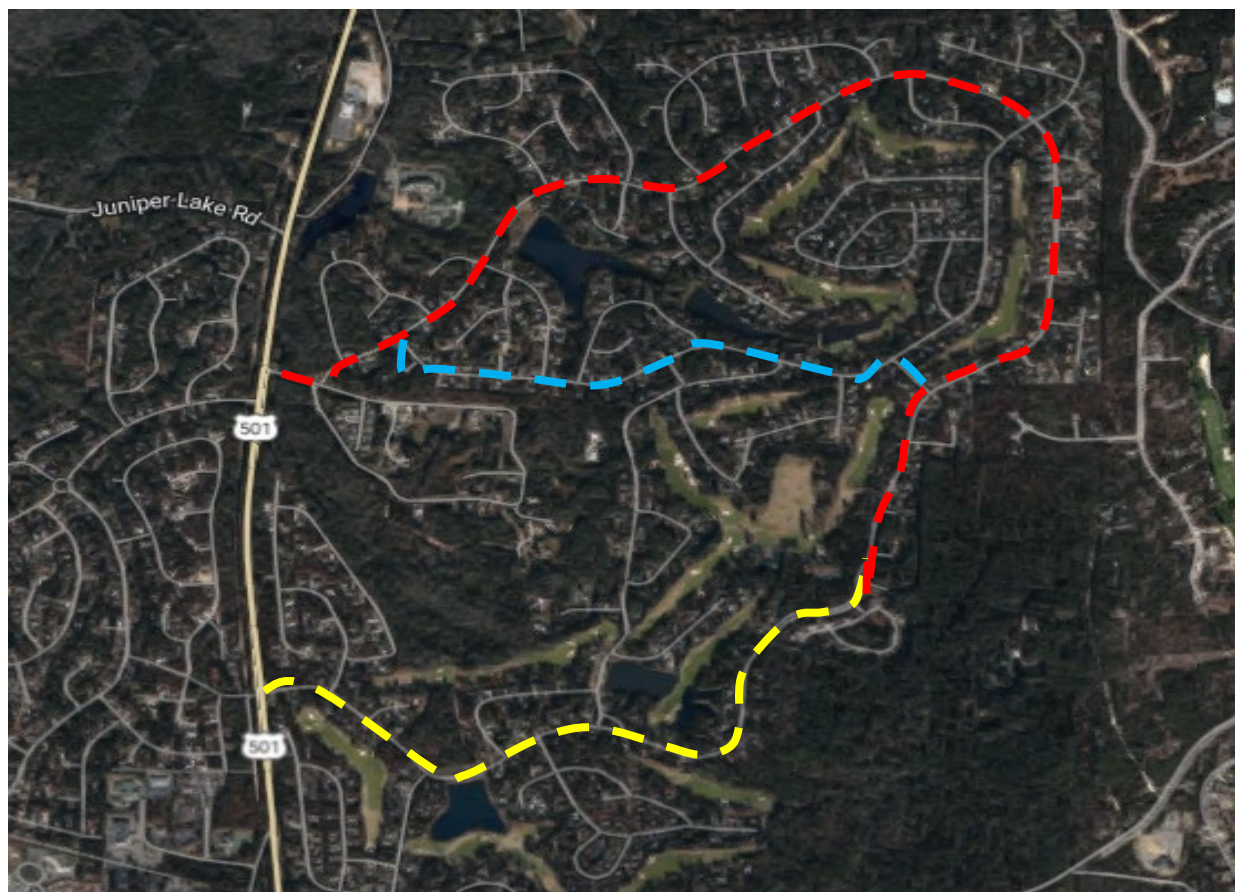
| Question                              | Average Score     |
|---------------------------------------|-------------------|
| Support construction of new walkways? | 3.4 Neutral/Agree |
| Likelihood of using new walkway?      | 3.7 Likely        |



|                                    |                        |
|------------------------------------|------------------------|
| Construction materials: Screenings | 2.5 Disapprove/Neutral |
| Construction materials: Asphalt    | 2.8 Neutral            |
| Construction materials: Concrete   | 3.4 Neutral/Agree      |

When we look at the survey results specific to the side of the road that has been designated for the construction of sidewalks, the desire for sidewalks is even stronger as shown in the table below. A copy of the map designating which side of the road the sidewalks are proposed on was uploaded into Novus.

| Section on Preferred Side of the Road                         | Non-opposed | Opposed  |
|---------------------------------------------------------------|-------------|----------|
| Yellow section (15-501 to Club House)                         | 11 (65%)    | 6 (33%)  |
| Red Section (Club House to completion)                        | 38 (70%)    | 16 (30%) |
| Blue Section (connect via Deerwood rather than Juniper Creek) | 27 (75%)    | 9 (25%)  |



A public meeting was held on February 15, 2023, to receive feedback from residents regarding the survey results and proposed placement of the sidewalks. At the meeting some community members expressed concerns about the proposed sidewalks. Below is a summary of their questions and responses.

- Will my property taxes increase?
  - No. \$400,000 is budgeted in the General Fund each year for sidewalk construction. If sidewalks are not built in No. 6, the money will be spent elsewhere.
- How much of my front yard will it take?
  - ROW on Juniper Creek Blvd is 80'. All construction will be within ROW. Our engineering standards call for 8' utility strip followed by 5' sidewalk. However, since we are constructing post-development we must be flexible. Sidewalk can be next to pavement if curb is installed.
- Why include non-resident, property owners in survey results?
  - They pay taxes on the property. Survey results are essentially the same if non-resident, property owners are excluded.
- Why is it proposed on my side of the road?
  - We looked at typography, significant obstacles and who was supportive/opposed to walkways. Side of road could change based on new information i.e. ROW availability, storm water, etc.
- Why concrete?
  - Preferred material from survey. Approximately 100' elevation change along Juniper Creek Blvd. Stone screenings would be washed out with existing slopes.

**Recommendation:**

Staff recommends Council confirm the selection of Juniper Creek Boulevard and McKenzie Road West. In addition to this, we recommend that the Village prioritize completion of the Juniper Creek Boulevard loop in future budget/construction cycles. This may take two to three additional years.

**Next Steps:**

|                                                |                   |
|------------------------------------------------|-------------------|
| Finalize street locations with Village Council | February 28, 2023 |
| Engage engineering firm                        | March 2023        |
| Complete design                                | June 2023         |
| Solicit & award construction contract          | June 2023         |
| Notice to proceed                              | July 2023         |
| Completion                                     | September 2023    |



# Fiscal Year 2023 Sidewalk Construction



# GOAL:

To construct sidewalks in the Village:

- That enhance the quality of life, and
- Make interconnections with other sidewalks/trails
- In neighborhoods where they are desired
- While being as unobtrusive as possible to abutting yards, and
- Maintaining the charm of the neighborhood.

# **Purpose of tonight's discussion:**

- Review survey data
- Determine whether to move forward with sidewalks along McKenzie Road West and in Pinehurst No. 6.

FY23 Construction  
Budget: \$400,000



McKenzie Road West

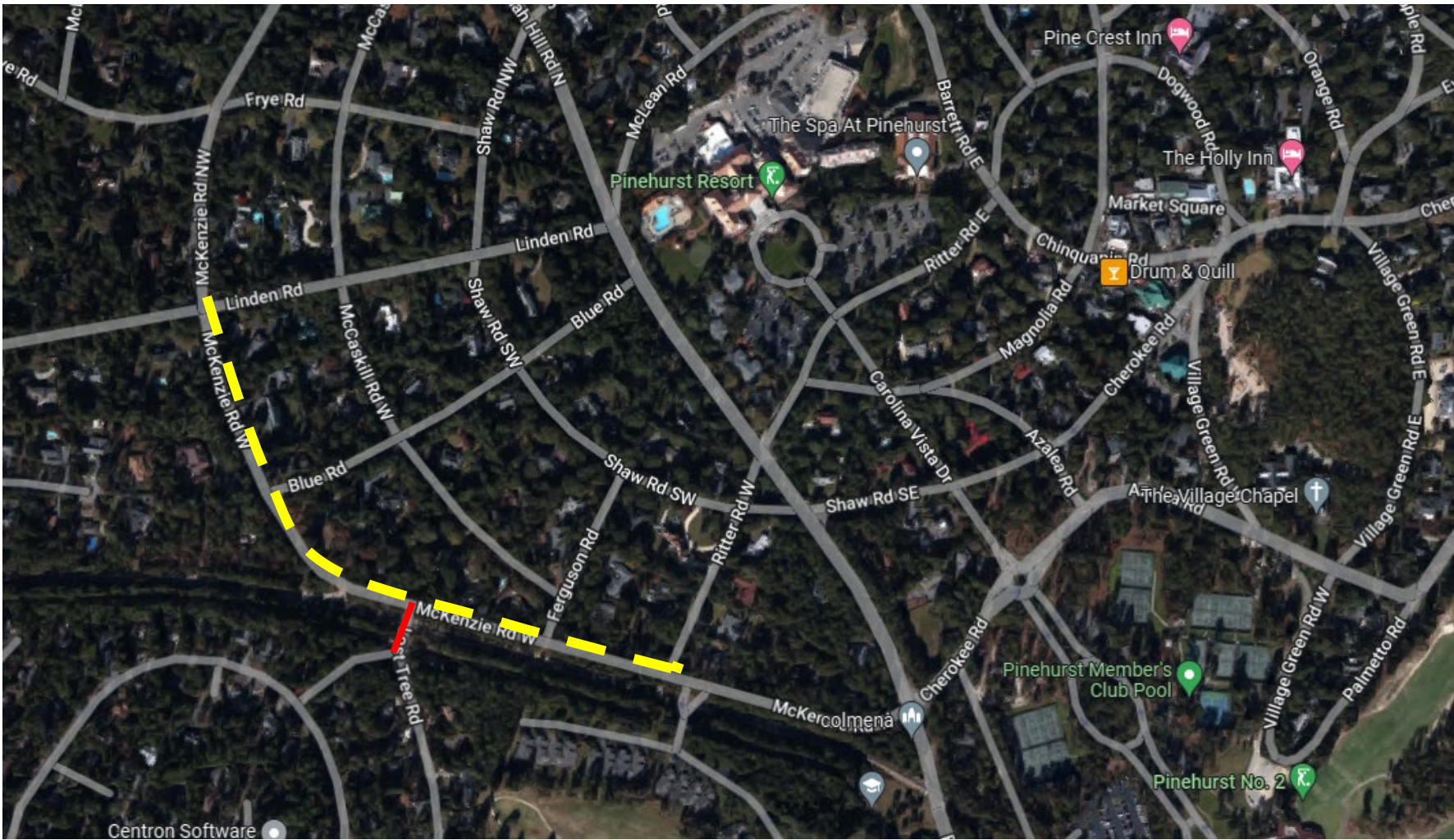
# McKenzie Road Results: 100% response rate

Visited all homes on McKenzie Road on the inside of the circle.

- All were supportive of a stone screenings walkway
- Visited all homes on Ritter and Ferguson; in attempt to connect new walkway with existing greenway.
  - Could not come to a consensus where all were satisfied.
- Staff recommendation:
  - Build walkway along McKenzie to Ritter
  - Do not construct walkway on either Ritter or Ferguson (Both have light traffic and will pose few pedestrian/vehicle interactions.
  - When Hwy 5 is improved with sidewalks, finish McKenzie Rd circle to Hwy 5.
  - Add crosswalk from Lost Tree Rd over to the walkway on McKenzie.



# McKenzie Road West





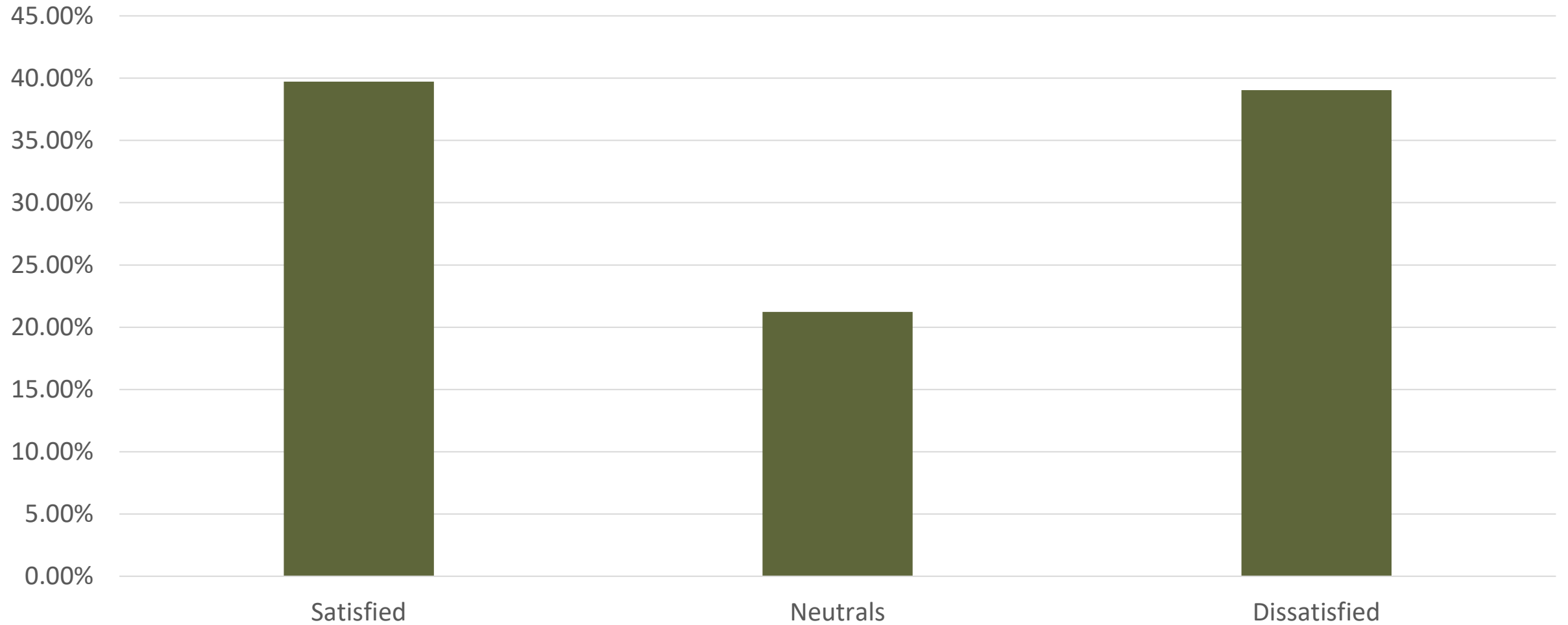
Pinehurst No. 6

## Why proposed sidewalks in No. 6?

- Lowest satisfaction with walkways in last resident survey
- Consistently shown low satisfaction with walkways since 2014
- No. 6 POA shared survey of its members showing 74% in favor of sidewalks
- Comprehensive Pedestrian Plan identified walkways in No. 6
- Interconnections with existing greenway trail and sidewalk on other side of 15-501

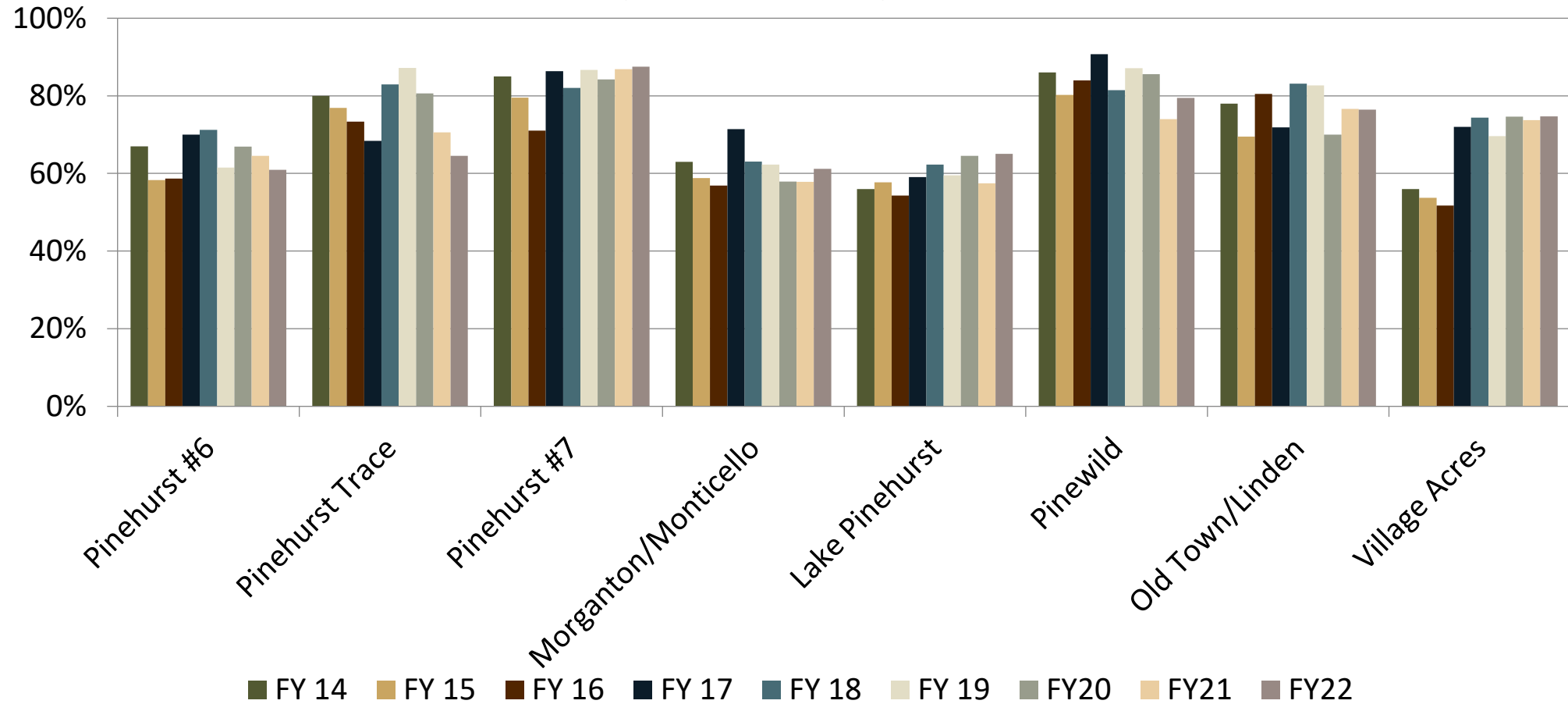


Pinehurst #6 Satisfied with Availability of Walkways June 2022



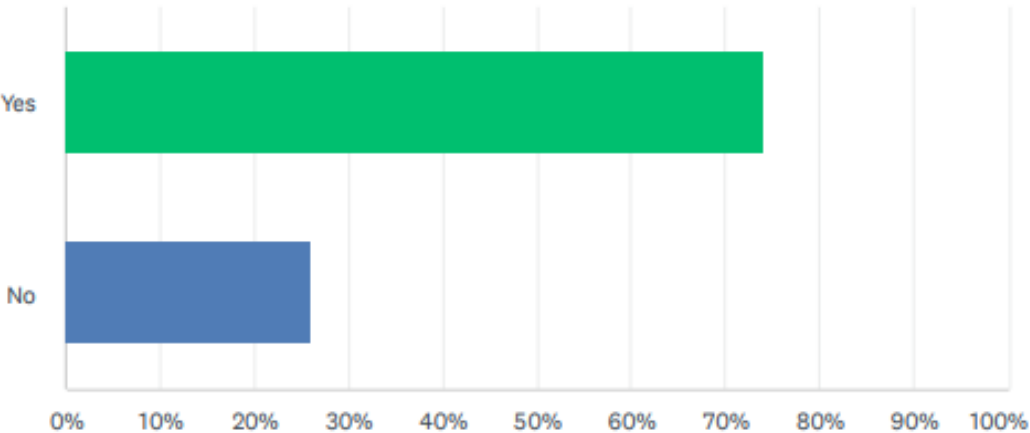


## Residents who are overall satisfied with availability of walkways (Segmented by neighborhood)

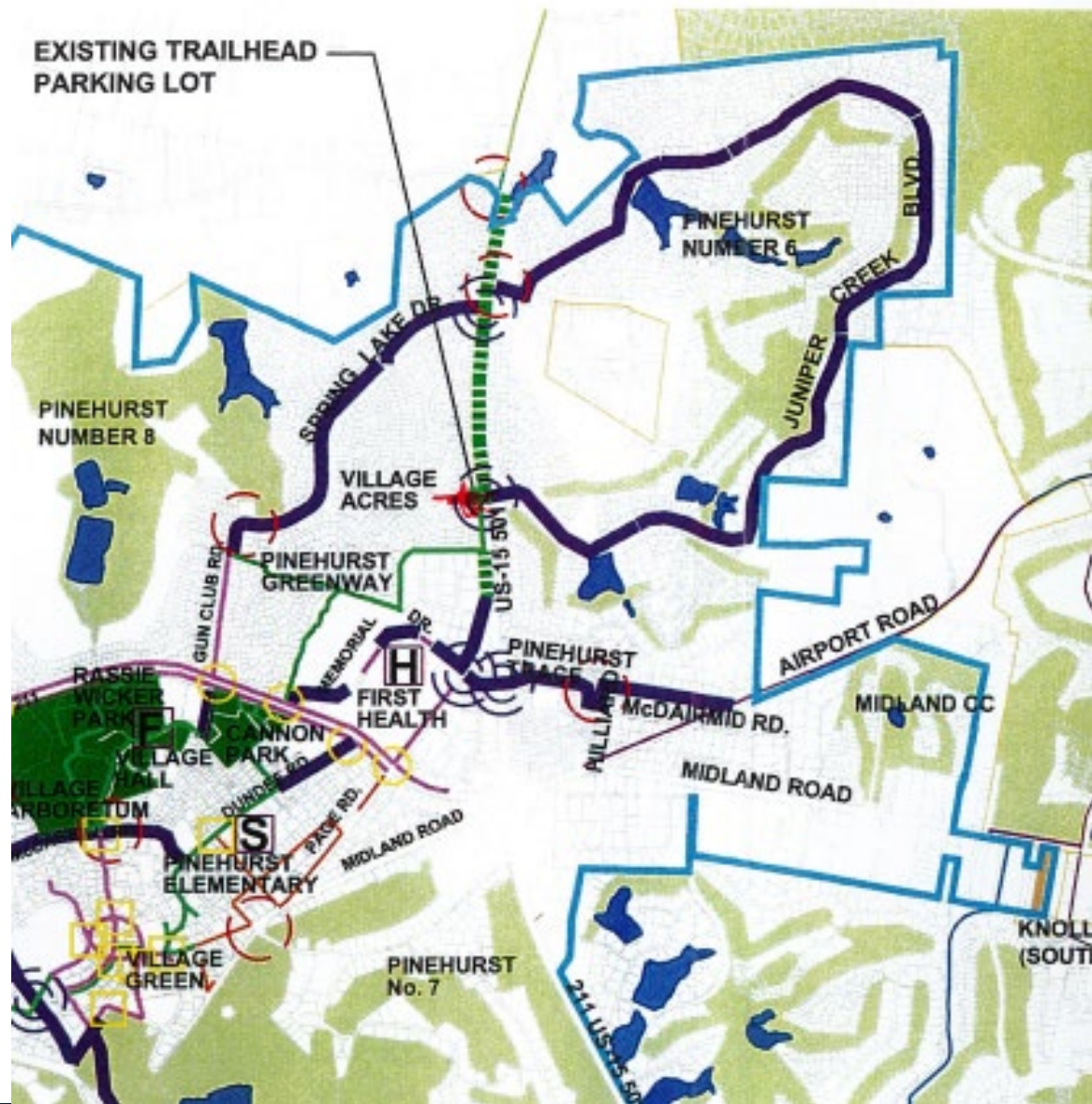


Q1 In general, would you be in favor of having walkways "sidewalks" installed along a few carefully chosen streets in Pinehurst No. 6?

Answered: 542    Skipped: 6



| ANSWER CHOICES         | RESPONSES |     |
|------------------------|-----------|-----|
| Yes                    | 73.99%    | 401 |
| No                     | 26.01%    | 141 |
| Total Respondents: 542 |           |     |





- Surveyed residents in Pinehurst No. 6
- Questions
  - Support construction of new walkways? (Scale of 1 to 5)
  - Likelihood of using new walkway? (Scale of 1 to 5)
  - Construction materials preference: (Scale of 1 to 5)
    - Stone Screenings
    - Asphalt
    - Concrete
  - Support walkways on your side of the street? (Yes/No)
  - Support walkways on the other side of the street? (Yes/No)



## Pinehurst No. 6: 72% response rate

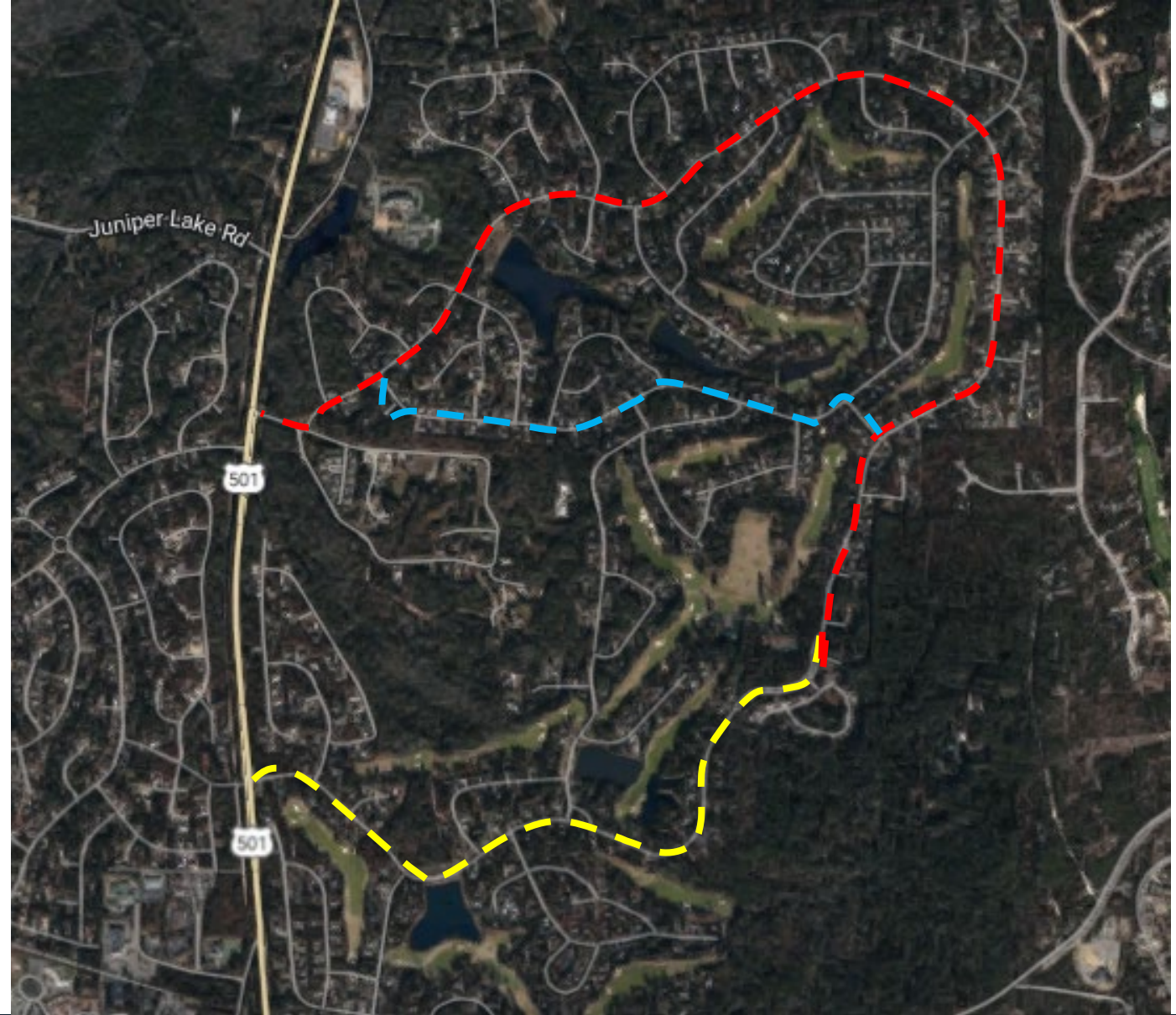
| Question                              | Average Score              |
|---------------------------------------|----------------------------|
| Support construction of new walkways? | 3.4 Neutral/Agree          |
| Likelihood of using new walkway?      | 3.7 Likely                 |
| Construction materials: Screenings    | 2.5 Disapprove/<br>Neutral |
| Construction materials: Asphalt       | 2.8 Neutral                |
| Construction materials: Concrete      | 3.4 Neutral/Agree          |

### Overall:

- 126 owners not opposed to walkways (63%)
- 73 owners opposed to constructing walkways (37%)



# Juniper Creek Blvd & Deerwood in Pinehurst No. 6



| Section on Preferred Side of the Road                         | Non-opposed | Opposed  |
|---------------------------------------------------------------|-------------|----------|
| Yellow section (15-501 to Club House)                         | 11 (65%)    | 6 (33%)  |
| Red Section (Club House to completion)                        | 38 (70%)    | 16 (30%) |
| Blue Section (connect via Deerwood rather than Juniper Creek) | 27 (75%)    | 9 (25%)  |



# Pinehurst No. 6 Proposed Sidewalk



### Legend

Proposed Sidewalk for  
2023

Proposed Sidewalk for Future

|                                                                     | Linear Feet | Screenings<br>cost (\$15/lf) | Asphalt Cost<br>(\$35/lf) | Concrete Cost<br>(\$45/lf) |
|---------------------------------------------------------------------|-------------|------------------------------|---------------------------|----------------------------|
| Yellow section (15-501<br>to Club House)                            | 6,800       | \$102,000                    | \$238,000                 | \$306,000                  |
| Red Section (Club<br>House to completion)                           | 12,700      | \$190,500                    | \$444,500                 | \$571,500                  |
| Blue Section (connect<br>via Deerwood rather<br>than Juniper Creek) | 7,700       | \$115,500                    | \$269,500                 | \$346,500                  |







\$15/linear foot  
Screenings



\$35/linear foot  
Asphalt



\$45/linear foot  
Concrete

## Concerns:

- Will my property taxes increase?
  - No. \$400,000 is budgeted in the General Fund each year for sidewalk construction. If sidewalks are not built in No. 6, the money will be spent elsewhere.
- How much of my front yard will it take?
  - ROW on Juniper Creek Blvd is 80'. All construction will be within ROW. Our engineering standards call for 8' utility strip followed by 5' sidewalk. However, since we are constructing post-development we must be flexible. Sidewalk can be next to pavement if curb is installed.
- Why include non-resident, property owners in survey results?
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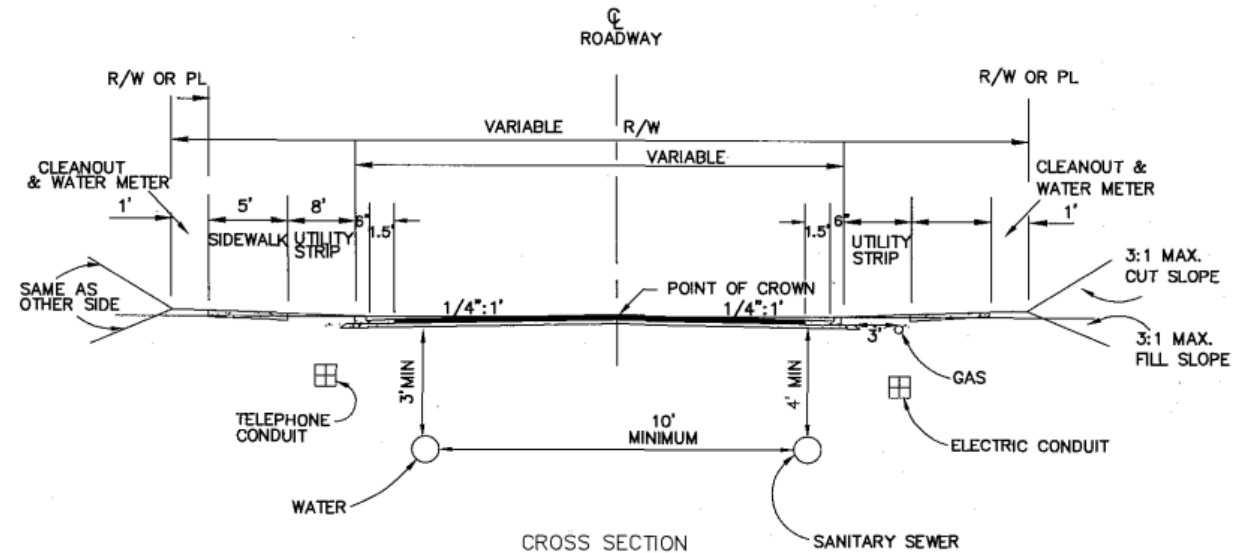
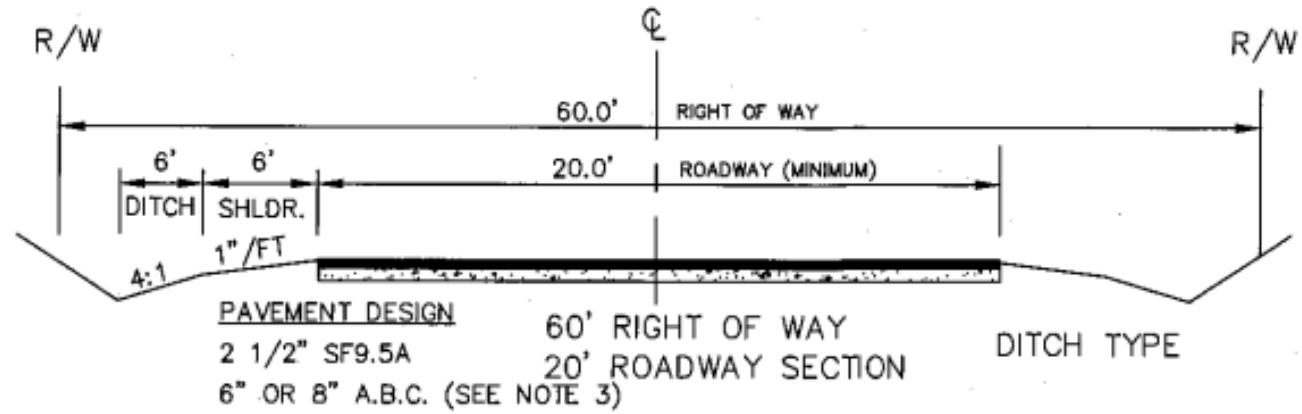




## Concerns Continued...

- Why is it proposed on my side of the road?
  - We looked at topography, significant obstacles and who was supportive/opposed to walkways. Side of road could change based on new information i.e. ROW availability, storm water, etc.
- Why concrete?
  - Preferred material from survey. Approximately 100' elevation change along Juniper Creek Blvd. Stone screenings would be washed out with existing slopes.





# Recommendation:

- Confirm selection of these roads at Feb 28<sup>th</sup> Council Meeting
  - Juniper Creek up to the club house on alternating sides of the road
  - McKenzie Road West on inside of the circle
- Prioritize completion of Juniper Creek Blvd loop in future budget/construction cycles. May take two to three additional years.





## Next Steps:

|                                                |                   |
|------------------------------------------------|-------------------|
| Finalize street locations with Village Council | February 28, 2023 |
| Engage engineering firm                        | March 2023        |
| Complete design                                | June 2023         |
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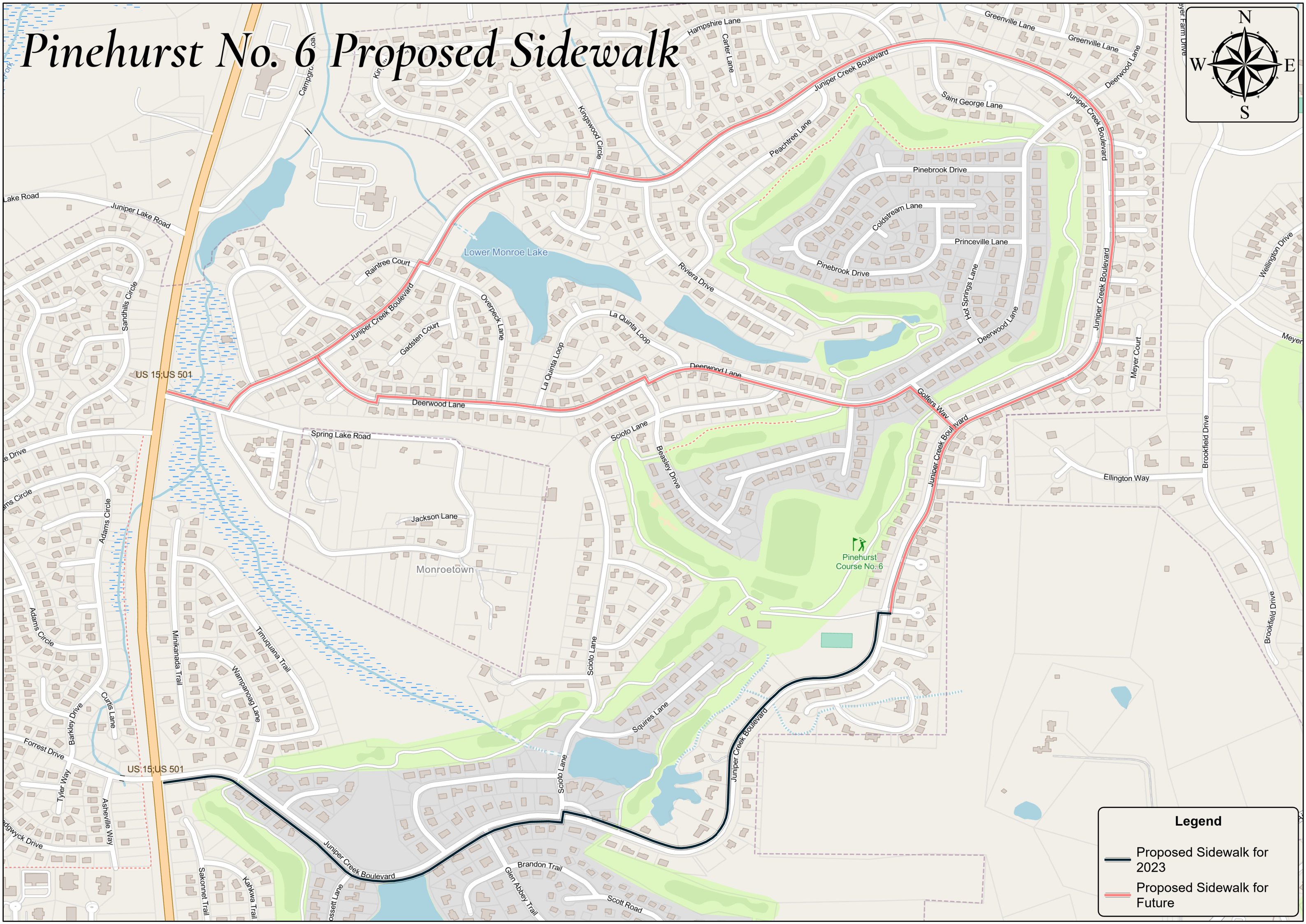
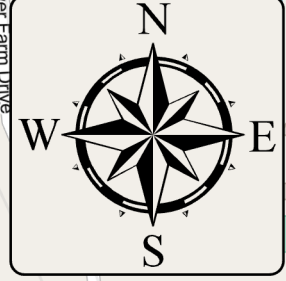
Based on 2015 Comp Ped Plan, desire for interconnections, requests from neighborhoods, community survey data, future road work BPAC recommends the following prioritized list:

- McKenzie Road (\$50,000 estimate)
  - Sand Clay Path extension from Linden Rd. past Lost Tree to Ritter
- Pinehurst No. 6
  - Juniper Creek Blvd. (\$\$ TBD)
- Burning Tree/Diamondhead (\$340,000 estimate)
  - From Pine Vista to Marina along B. Tree/Diamondhead
- Airport Road – Bicycle project (\$200,000-300,000 estimate)
  - Either unpaved greenway or bikeable shoulders
- 15/501 Greenway Extension (\$217,000 estimate)
  - From Spring Lake to Juniper Lake





# Pinehurst No. 6 Proposed Sidewalk



**Legend**

Proposed Sidewalk for 2023

Proposed Sidewalk for Future