



**VILLAGE COUNCIL
AGENDA FOR REGULAR MEETING OF JANUARY 24, 2017
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Reports:
 - Manager
 - Council
4. Presentation of resolution honoring Richard Ashton for his service on the Board of Adjustment and the Planning and Zoning Board.
5. Presentation of resolutions honoring members of the former Beautification Committee.
6. Presentation of resolutions honoring members of the former Conservation Commission.
7. Presentation of resolutions honoring members of the former Community Appearance Commission.
8. 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. Consider reappointing members to the Historic Preservation Commission (Farren, Davis).
- B. Consider a resolution honoring a member of the BOA and P&Z (Snyder).
- C. Consider a resolution honoring a member of the BOA and P&Z (Shriberg).
- D. Consider a resolution honoring a member of the Historic Preservation Commission (Jacoby).
- E. Consider a resolution honoring a member of the Historic Preservation Commission (Farrell).
- F. Approval of Draft Village Council Meeting Minutes.
December 12-13, 2016 Strategic Planning Retreat
December 13, 2016 Regular Meeting
- G. Public Safety Reports.
Police Department
Fire Department

End of Consent Agenda.

9. Discuss and consider a resolution appointing Jeff Haarlow to the Planning and Zoning Board and Board of Adjustment for the Village of Pinehurst.

10. Review and Approve the Proposed FY 2018 BSC and Areas of Focus.
11. Consider a request by Moore County for a Special Non-Residential Intensity Allocation for the public utilities storage yard at 810 Juniper Lake Road.
12. Consider changes to Fees and Charges Schedule.
13. Other Business.
14. Comments from Attendees.
15. 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: Competent, Courteous, Professional, and Responsive.



**CONSIDER REAPPOINTING MEMBERS TO THE HISTORIC PRESERVATION
COMMISSION (FARREN, DAVIS).
ADDITIONAL AGENDA DETAILS:**

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

1/18/2017

MEMO DETAILS:

Current members of the Historic Preservation Commission have terms ending soon. Judy Davis has a term ending on January 31, 2017 and Bob Farren has a term ending on February 28, 2017. Both HPC members are eligible for reappointment and both are interested. Attached is a resolution to consider for these two reappointments.

ATTACHMENTS:

Description

- Resol 17-05 Reappointment HPC (Farren, Davis)

RESOLUTION #17-05:

**A RESOLUTION REGARDING RE-APPOINTMENTS TO THE PINEHURST
HISTORIC PRESERVATION COMMISSION.**

THAT WHEREAS, the Village of Pinehurst has established an Historic Preservation Commission as authorized by North Carolina General Statutes, Chapter 160A, Article 19; and

WHEREAS, the term of Ms. Judy Davis expires on January 31, 2017 and the term of Mr. Bob Farren expires on February 28, 2017; and

WHEREAS, Ms. Davis, Mr. Farren, and the Village Council of Pinehurst are desirous of them continuing to serve as members of the Historic Preservation Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 24th day of January, 2017, as follows:

SECTION 1. That the following re-appointments are hereby made to the Historic Preservation Commission for the term indicated:

Ms. Judy Davis is re-appointed as a member of the Historic Preservation Commission, effective January 31, 2017, said term to expire January 31, 2019.

Mr. Bob Farren is re-appointed as a member of the Historic Preservation Commission, effective February 28, 2017, said term to expire February 28, 2019.

SECTION 2. That the appointees shall continue serving until a replacement is appointed and qualified.

THIS RESOLUTION passed and adopted this the 24th day of January, 2017.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney



**CONSIDER A RESOLUTION HONORING A MEMBER OF THE BOA AND P&Z
(SNYDER).**

ADDITIONAL AGENDA DETAILS:

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

1/19/2017

MEMO DETAILS:

Jay Snyder was first appointed to the Planning and Zoning Board on February 22, 2011 and as a member of the Board of Adjustment on March 13, 2012 and served continuously and faithfully from that time. Attached is a resolution honoring Mr. Snyder for his service on the P&Z and BOA for the Village of Pinehurst. Mr. Snyder will be invited back to a future Council meeting to have the resolution presented to him.

ATTACHMENTS:

Description

- ☐ Resol 17-06 Honor Snyder (P&Z and BOA)

RESOLUTION 17-06:

A RESOLUTION HONORING THE SERVICE OF MR. JAY SNYDER TO THE VILLAGE OF PINEHURST PLANNING AND ZONING BOARD AND BOARD OF ADJUSTMENT

THAT WHEREAS, the Village Council of Pinehurst, North Carolina, wishes to acknowledge and express its appreciation to Mr. Jay Snyder for his dedicated service to the citizens of Pinehurst as a member of the Board of Adjustment and the Planning and Zoning Board; and

WHEREAS, Mr. Snyder was first appointed to the Planning and Zoning Board on February 22, 2011 and as a member of the Board of Adjustment on March 13, 2012 and served continuously and faithfully from that time; and

WHEREAS, Mr. Snyder served as a Village resident representing the interests of citizens outside and inside the corporate limits; and

WHEREAS, Mr. Snyder was instrumental in the efficient operation of the Planning and Zoning Board always conducting the Village's business in a courteous, professional manner; and

WHEREAS, Mr. Snyder worked on multiple subcommittees and study groups and utilized his professional skills as a group facilitator, construction manager and facilities planner to achieve a better outcome for the community; and

WHEREAS, Mr. Snyder was involved in numerous reviews of significant development in Pinehurst and its extraterritorial jurisdiction in which he always ensured that the Planning and Zoning Board fully examined all of the aspects of the proposed development and provided the best possible recommendation to the Village Council concerning each development or land use request.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of Pinehurst, North Carolina, in a regular meeting assembled this 24th day of January, 2017 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 Board of Adjustment and the Planning and Zoning Board.

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

THIS RESOLUTION passed and adopted this 24th day of January, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Foy Fiorillo, Mayor

Attest:

Lauren M. Craig, Village Clerk

Approved as to Form:

Michael J. Newman, Village Attorney

DRAFT



**CONSIDER A RESOLUTION HONORING A MEMBER OF THE BOA AND P&Z
(SHRIBERG).**

ADDITIONAL AGENDA DETAILS:

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

1/19/2017

MEMO DETAILS:

Joel Shriberg was first appointed to the Planning and Zoning Board on January 25, 2011 and as a member of the Board of Adjustment on March 13, 2012 and served continuously and faithfully from that time. Attached is a resolution honoring him for his service on the P&Z and BOA for the Village of Pinehurst. Mr. Shriberg will be invited to a future Council meeting to have this resolution presented to him.

ATTACHMENTS:

Description

- ▣ Resol 17-07 Honor Shriberg (P&Z and BOA)

RESOLUTION 17-07:

**A RESOLUTION HONORING THE SERVICE OF MR. JOEL SHRIBERG TO THE
VILLAGE OF PINEHURST PLANNING AND ZONING BOARD
AND BOARD OF ADJUSTMENT**

THAT WHEREAS, the Village Council of Pinehurst, North Carolina, wishes to acknowledge and express its appreciation to Mr. Joel Shriberg for his dedicated service to the citizens of Pinehurst as a member of the Board of Adjustment and the Planning and Zoning Board; and

WHEREAS, Mr. Shriberg was first appointed to the Planning and Zoning Board on January 25, 2011 and as a member of the Board of Adjustment on March 13, 2012 and served continuously and faithfully from that time; and

WHEREAS, Mr. Shriberg served as a Village resident representing the interests of citizens outside and inside the corporate limits; and

WHEREAS, Mr. Shriberg was instrumental in the efficient operation of the Planning and Zoning Board always conducting the Village's business in a courteous, professional manner; and

WHEREAS, Mr. Shriberg worked on multiple subcommittees and study groups and utilized his analytical tact, keen observations and questioning as well as his past experiences to create better outcomes for the community; and

WHEREAS, Mr. Shriberg was involved in numerous reviews of significant development in Pinehurst and its extraterritorial jurisdiction in which he always ensured that the Planning and Zoning Board fully examined all of the aspects of the proposed development and provided the best possible recommendation to the Village Council concerning each development or land use request.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of Pinehurst, North Carolina, in a regular meeting assembled this 24th day of January, 2017 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 Board of Adjustment and the Planning and Zoning Board.

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

THIS RESOLUTION passed and adopted this 24th day of January, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Foy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney

DRAFT



**CONSIDER A RESOLUTION HONORING A MEMBER OF THE HISTORIC
PRESERVATION COMMISSION (JACOBY).**

ADDITIONAL AGENDA DETAILS:

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

1/19/2017

MEMO DETAILS:

Amanda Jacoby's term ended in October 2016 and although she was not interested in being reappointed, she continued serving through December until her replacement was appointed. Attached is a resolution honoring her for her service on the HPC. Ms. Jacoby will be invited back to a future Council meeting to have the resolution presented to her.

ATTACHMENTS:

Description

▣ Resol 17-08 Honor HPC (Jacoby)

RESOLUTION 17-08:

**A RESOLUTION HONORING THE SERVICE OF MS. AMANDA JACOBY 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 Ms. Amanda Jacoby for her dedicated service to the citizens of Pinehurst as a member of the Pinehurst Historic Preservation Commission; and

WHEREAS, Ms. Jacoby was appointed to the Historic Preservation Commission on October 28, 2014 and served continuously and faithfully from that time; and

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

WHEREAS, Ms. Jacoby 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 her decision-making process.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of Pinehurst, North Carolina, in a regular meeting assembled this 24th day of January, 2017 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 Ms. Jacoby as a token of our gratitude.

THIS RESOLUTION passed and adopted this 24th day of January, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney



**CONSIDER A RESOLUTION HONORING A MEMBER OF THE HISTORIC
PRESERVATION COMMISSION (FARRELL).
ADDITIONAL AGENDA DETAILS:**

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

1/19/2017

MEMO DETAILS:

Jack Farrell has served continuously on the Historic Preservation Commission since November 2013 until his resignation effective January 1, 2017. Attached is a resolution honoring Jack for his service on the HPC. Jack will be invited to a future Council meeting to have the resolution presented to him.

ATTACHMENTS:

Description

▣ Resol 17-09 Honor HPC (Farrell)

RESOLUTION 17-09:

**A RESOLUTION HONORING THE SERVICE OF MR. JACK FARRELL 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. Jack Farrell for his dedicated service to the citizens of Pinehurst as a member of the Pinehurst Historic Preservation Commission; and

WHEREAS, Mr. Farrell was appointed to the Historic Preservation Commission on November 12, 2013 and served continuously and faithfully from that time; and

WHEREAS, Mr. Farrell 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. Farrell 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.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of Pinehurst, North Carolina, in a regular meeting assembled this 24th day of January, 2017 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. Farrell as a token of our gratitude.

THIS RESOLUTION passed and adopted this 24th day of January, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney



APPROVAL OF DRAFT VILLAGE COUNCIL MEETING MINUTES.

ADDITIONAL AGENDA DETAILS:

December 12-13, 2016 Strategic Planning Retreat

December 13, 2016 Regular Meeting

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

1/5/2017

MEMO DETAILS:

See attachments for draft minutes.

ATTACHMENTS:

Description

- ☐ December 12-13, 2016 Strategic Planning Retreat
- ☐ December 13, 2016 Regular Meeting

**MINUTES OF
VILLAGE COUNCIL SPECIAL MEETING
DECEMBER 12-13, 2016**

**395 MAGNOLIA ROAD
ASSEMBLY HALL
PINEHURST, NORTH CAROLINA
9:00 A.M. - 4:00 P.M.
9:00 A.M. - 12:00 P.M.**

The Pinehurst Village Council held a FY 2018 Strategic Planning Retreat on Monday, December 12 and Tuesday, December 13, 2016 in the Assembly Hall of the Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Ms. Claire L. Berggren, Councilmember
Mr. John F. Bouldry, Treasurer
Mr. Clark H. Campbell, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Mr. Jeffrey M. Sanborn, Village Manager
Mr. Jeffrey Batton, Assistant Village Manager
Ms. Natalie Hawkins, Assistant Village Manager
Ms. Angela Kantor, Director of Human Resources
Mr. Carlton Cole, Fire Chief
Mr. Randy Kuhn, Director of Fleet Maintenance
Mr. Walt Morgan, Director of Public Services
Mr. Mark Wagner, Director of Parks and Recreation
Mr. Earl Phipps, Police Chief
Mr. John Frye, Director of Financial Services
Mr. Jason Whitaker, Chief Information Officer
Dr. Deb Manzo, NC State Industrial Extension Service
Ms. Lauren M. Craig, Village Clerk
Mr. Leo Santowasso, Board of Adjustment Chair
Mr. Bert Higgins, Pinehurst Appearance Committee Chair
Mr. Jim Lewis, Historic Preservation Commission Chair
Mr. Doug Tuxbury, Community Watch Chair
Mr. Fred Engelfried, Planning and Zoning Board Chair
Mr. Miles Baldwin, Citizens on Patrol

And approximately 4 attendees, including 0 staff and 1 press.

1. Call to Order.

Assistant Village Manager, Natalie Hawkins called the Strategic Planning Retreat to order and welcomed everyone.

2. FY 2018 Strategic Planning Retreat

MONDAY, DECEMBER 12:

Welcome/Introduction

Dr. Deb Manzo, Improvement Specialist with North Carolina State University Industrial Extension Services, outlined the agenda for the day and reviewed ground rules and goals for the day. Assistant Village Manager, Natalie Hawkins reviewed the Village of Pinehurst Strategic Planning Process.

Environmental Scan

Natalie Hawkins presented the Environmental Scan, which included:

- Demographics
- Workforce composition
- Emerging Trends

**MINUTES OF
VILLAGE COUNCIL SPECIAL MEETING
DECEMBER 12-13, 2016**

- Legal and Regulatory Environment
- Economic Environment
- Resident priorities

The data and observations were discussed among the Council and staff.

Imagine a Future Village

Dr. Manzo reviewed what the Village was like 20 years ago to help focus the group on what 20 years in the future may look like. Ms. Hawkins shared the projected population based on trend line and available single family lots. Council and staff identified what they thought the Village would look like in 20 years and identified several long term strategic opportunities.

Moore County Strategic Planning

Pat Corso, Executive Director of Partners in Progress, shared plans for Partners in Progress to contract with the Hayes Group to direct strategic planning for Moore County Partners in Progress.

MVV and Core Competencies

Council reviewed the Mission, Vision, and Values and the core competencies of the Village of Pinehurst. The core competencies were determined to be leverage technology, utilize volunteers, build collaborative partnerships, and improve continually. The new values were determined to be initiative, service, teamwork, and improvement.

Review, Analyze, and Identify Themes of Key Data

Council reviewed key data from the Community, Business, and Workforce surveys based on the BSC perspectives: Customer, Workforce/Leadership/Governance, Internal, and Financial results.

SWOT Analysis

Dr. Manzo led the group in conducting a SWOT Analysis to determine and agree on strengths, weaknesses, opportunities and threats for the Village of Pinehurst.

Strategic Advantages & Challenges

Dr. Manzo led the Council and department heads in identifying the Village's key strategic advantages and challenges.

FY 2018 BSC Strategic Objectives

Dr. Manzo led the Council and department heads in reviewing and affirming the Balanced Scorecard goals and strategic objectives.

TUESDAY, DECEMBER 13:

Department Heads and Board Chairs met on Day 2 of the Strategic Planning Retreat.

Review Day 1

Dr. Manzo led the group in a review of items covered on Day 1 of the Strategic Planning Retreat.

Action Planning

Dr. Manzo led the group in a discussion about action plans and the concept of a strategy map. The group reviewed the FY 2017 Initiative Action Plans (IAPs) and updated the list for FY 2018 including IAP metrics and identifying other projects and BIRDIES/ACEs for the future.

Wrap-up and Next Steps

Natalie Hawkins explained the next steps in the strategic planning process to the group.

3. Adjournment.

**MINUTES OF
VILLAGE COUNCIL SPECIAL MEETING
DECEMBER 12-13, 2016**

The meeting adjourned at 11:10am.

Respectfully Submitted,

Lauren M. Craig
Village Clerk

DRAFT

**MINUTES OF
VILLAGE COUNCIL REGULAR MEETING
DECEMBER 13, 2016**

**395 MAGNOLIA ROAD
ASSEMBLY HALL
PINEHURST, NORTH CAROLINA
4:30 P.M.**

The Pinehurst Village Council held a Regular Meeting at 4:30 p.m., Tuesday, December 13, 2016 in the Assembly Hall of the Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Ms. Claire L. Berggren, Councilmember
Mr. John Bouldry, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Mr. Clark Campbell, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Lauren M. Craig, Village Clerk

And approximately 17 attendees, including 6 staff and 1 press.

1. Call to Order.

Mayor Nancy Roy Fiorillo called the meeting to order.

2. Invocation and Pledge of Allegiance.

Dr. Dean Engebretson of Christ Community Church led the invocation and Mayor Fiorillo led everyone in the Pledge of Allegiance.

3. Reports.

Manager

- Thanked Council for their efforts at the Strategic Planning Retreat this week.
- Update on the Greens Project: the land is continuing to be cleared and leveled and the site plan was approved last week. The trailer on the lot is okay to stay now. The records request continues and last week we released 22 emails out of 3,700 potential emails that were reviewed. This leave approximately 4,000 emails to be screened and staff expects to be 5-6 weeks out from completing the records request.

Council

- None.

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. Consider a resolution honoring a member of the BOA and P&Z (Ashton).
- B. Consider approving the purchase of a water truck for the Harness Track.
- C. Budget Amendments Report
- D. Approval of Draft Village Council Meeting Minutes.
November 15, 2016 Regular Meeting
- E. Public Safety Reports.
Police Department
Fire Department

**MINUTES OF
VILLAGE COUNCIL REGULAR MEETING
DECEMBER 13, 2016**

End of Consent Agenda.

Councilmember Cashion moved to approve the Consent Agenda. The motion was seconded by Councilmember Berggren and passed unanimously with a vote of 5-0.

5. Consider an event sponsorship request for the Shakespeare Festival.

Mark Wagner, Director of Parks and Recreation, explained the Village received a sponsorship request for a Shakespeare Festival planned for Tufts Park in June 2017 from Carolanne Marana and Dr. Jonathan Drahos. The request for the Village to be a contributing sponsor includes rehearsal space, Tufts Park use, Village of Pinehurst equipment, publicity presence, portable restrooms, and use of the Fair Barn for a fundraising event. Staff notes this would fall under Category C of the Village's policy regarding requests for sponsorship which is "For events coordinated by either a commercial entity who has no clear financial gain at stake or by a non-profit that is attempting to raise funds, sponsorship may be approved by the Council in public for the first event of its type." Council discussed the request and formed a consensus to approve this request.

6. Consider a sponsorship request for use of the Fair Barn benefiting the Moore County Backpack Pals program.

Mark Wagner, Director of Parks and Recreation, explained a request was received in late November requesting a waiver of fees associated with a Fair Barn rental for an event held on December 1st. The event was coordinated by the Sandhills branch of the Food Bank of Central & Eastern North Carolina, a 501 (c) (3) organization who was hosting a fundraiser benefiting the Moore County Backpack Pals program. The request included the fees for chairs, the stage and the projector/screen be waived which total up to an amount of \$1,040. Staff notes this would fall under Category C of the Village's policy regarding requests for sponsorship which is "For events coordinated by either a commercial entity who has no clear financial gain at stake or by a non-profit that is attempting to raise funds, sponsorship may be approved by the Council in public for the first event of its type." Council discussed the request and formed a consensus to approve this request.

7. Other Business.

- Manager

8. Comments from Attendees.

- None.

9. Motion to Adjourn.

Councilmember Campbell moved to adjourn the Regular Meeting. The motion was seconded by Councilmember Cashion and carried unanimously. The Regular Meeting adjourned at 4:53p.m.

Respectfully Submitted,

Lauren M. Craig
Village Clerk



**PUBLIC SAFETY REPORTS.
ADDITIONAL AGENDA DETAILS:**

Police Department
Fire Department

FROM:

Lauren Craig

DATE OF MEMO:

1/5/2017

MEMO DETAILS:

Attached are the monthly public safety reports.

ATTACHMENTS:

Description

- ☐ December 2016- Police Report
- ☐ December 2016- Fire Report

Incident IBR Reported Offenses Month To Month Comparison

Pinehurst Police Department December 2016 - December 2015

Part I Offenses	December 2015	December 2016	+/-	Percent Changed	Year-To-Date		+/-	Percent Changed
	2015	2016			2015	2016		
Murder	0	0	0	0%	0	1	1	-
Rape	0	0	0	0%	1	0	-1	-100%
Robbery	0	0	0	0%	1	2	1	100%
Commercial	0	0	0	0%	0	1	1	-
Individual	0	0	0	0%	1	1	0	0%
Assault	0	1	1	-	6	2	-4	-67%
Violent Total:	0	1	1	-	8	5	-3	-38%
Burglary	0	0	0	0%	1	0	-1	-100%
Residential	0	0	0	0%	1	0	-1	-100%
Non-Residential	0	0	0	0%	0	0	0	0%
Commercial	0	0	0	0%	0	0	0	0%
Other	0	0	0	0%	0	0	0	0%
Larceny	7	8	1	14%	92	86	-6	-7%
Auto Theft	0	0	0	0%	1	2	1	100%
Arson	0	0	0	0%	0	0	0	0%
Property Total:	7	8	1	14%	94	88	-6	-6%
Part I Total:	7	9	2	29%	102	93	-9	-9%

Part II Offenses	December 2015	December 2016	+/-	Percent Changed	Year-To-Date		+/-	Percent Changed
	2015	2016			2015	2016		
Drug	11	13	2	18%	85	171	86	101%
Assault Simple	0	7	7	-	9	17	8	89%
Forgery/Counterfeit	0	3	3	-	2	7	5	250%
Fraud	2	3	1	50%	44	27	-17	-39%
Embezzlement	0	1	1	-	0	2	2	-
Stolen Property	0	0	0	0%	9	6	-3	-33%
Vandalism	6	4	-2	-33%	32	36	4	13%
Weapons	0	2	2	-	4	5	1	25%
Prostitution	0	0	0	0%	0	0	0	0%
All Other Sex Offenses	0	0	0	0%	0	1	1	-
Gambling	0	0	0	0%	0	0	0	0%
Offenses Against Family/Children	0	0	0	0%	4	2	-2	-50%
D.W.I.	1	0	-1	-100%	8	5	-3	-38%
Liquor Law Violation	0	0	0	0%	4	4	0	0%
Disorderly Conduct	0	0	0	0%	3	4	1	33%
Obscenity	0	0	0	0%	0	0	0	0%
Kidnap	0	0	0	0%	0	0	0	0%
All Other Offenses	5	15	10	200%	159	178	19	12%
Part II Total:	25	48	23	92%	363	465	102	28%
Incident Total:	32	57	25	78%	465	558	93	20%

Arrest IBR Reported Offenses Month To Month Comparison

Pinehurst Police Department December 2016 - December 2015

Part I Offenses	December 2015	December 2016	+/-	Percent Changed	Year-To-Date 2015	Year-To-Date 2016	+/-	Percent Changed
Murder	0	0	0	0%	1	0	-1	-100%
Rape	0	0	0	0%	0	0	0	0%
Robbery	0	0	0	0%	0	0	0	0%
Commercial	0	0	0	0%	0	0	0	0%
Individual	0	0	0	0%	0	0	0	0%
Assault	0	1	1	-	5	1	-4	-80%
Violent Total:	0	1	1	-	6	1	-5	-83%
Burglary	0	0	0	0%	1	0	-1	-100%
Residential	0	0	0	0%	0	0	0	0%
Non-Residential	0	0	0	0%	0	0	0	0%
Commercial	0	0	0	0%	0	0	0	0%
Other	0	0	0	0%	0	0	0	0%
Larceny	3	5	2	67%	28	22	-6	-21%
Auto Theft	0	0	0	0%	1	0	-1	-100%
Arson	0	0	0	0%	0	0	0	0%
Property Total:	3	5	2	67%	30	22	-8	-27%
Part I Total:	3	6	3	100%	36	23	-13	-36%

Part II Offenses	December 2015	December 2016	+/-	Percent Changed	Year-To-Date 2015	Year-To-Date 2016	+/-	Percent Changed
Drug	5	10	5	100%	75	196	121	161%
Assault Simple	4	6	2	50%	16	23	7	44%
Forgery/Counterfeit	0	0	0	0%	0	2	2	-
Fraud	1	1	0	0%	12	10	-2	-17%
Embezzlement	0	0	0	0%	1	0	-1	-100%
Stolen Property	0	0	0	0%	14	9	-5	-36%
Vandalism	0	1	1	-	10	5	-5	-50%
Weapons	0	1	1	-	1	10	9	900%
Prostitution	0	0	0	0%	0	0	0	0%
All Other Sex Offenses	0	0	0	0%	0	2	2	-
Gambling	0	0	0	0%	0	0	0	0%
Offenses Against Family/Children	0	0	0	0%	3	3	0	0%
D.W.I.	8	6	-2	-25%	73	84	11	15%
Liquor Law Violation	0	0	0	0%	10	11	1	10%
Disorderly Conduct	0	0	0	0%	5	3	-2	-40%
Obscenity	0	0	0	0%	0	0	0	0%
Kidnap	0	0	0	0%	0	1	1	-
All Other Offenses	14	19	5	36%	293	290	-3	-1%
Part II Total:	32	44	12	38%	513	649	136	27%
Arrest Total:	35	50	15	43%	549	672	123	22%



HISTORY, CHARM, AND SOUTHERN HOSPITALITY

SUMMARY FOR THE MONTH OF DECEMBER 2016

SUMMARY OF INCIDENT CALLS

TYPE OF INCIDENT	NUMBER THIS MONTH	NUMBER YTD	NUMBER THIS MONTH LAST YEAR	NUMBER YTD LAST YEAR	PERCENTAGE YTD
Fire	6	55	2	50	10%
Overpressure Rupture, Explosion, Overheat - no fire	0	7	0	5	40%
Rescue & EMS Incidents	44	413	42	124	233%
Hazardous Conditions - no fire	14	205	16	152	35%
Service Call	19	226	14	223	1%
Good Intent Call	22	279	24	260	7%
False Alarm & False Call	23	327	23	319	3%
Severe Weather & Natural Disaster	0	81	0	17	376%
Special Incident Type	0	1	0	1	0%
TOTAL INCIDENTS	128	1594	121	1151	38%

SUMMARY OF INSPECTION

TYPE OF INSPECTIONS	NUMBER THIS MONTH	NUMBER YTD	NUMBER THIS MONTH LAST YEAR	NUMBER YTD LAST YEAR	PERCENTAGE YTD
Residential	23	175	6	128	37%
Residential New Systems	0	0	0	0	0%
Residential Fire Sprinkler	0	0	0	2	-200%
Commercial	30	79	6	377	-79%
Plan Review/Site Inspections	1	21	1	8	163%
Reinspection	8	48	27	369	-87%
Occupancy Certificates	0	0	0	0	0%
TOTAL INSPECTIONS	62	323	40	884	-63%
Violations Found:	36	208	2	668	-69%
YTD Violations to be Corrected:		172		666	
YTD Violations Corrected:		132		609	
Correction Percentage:		77%		91%	

January 4, 2017

J. Carlton Cole, Fire Chief

FIRE DEPARTMENT

395 Magnolia Road • Pinehurst, NC 28374 • Telephone (910) 295-5575 • Fax (910) 295-4861 • www.vopnc.org



**DISCUSS AND CONSIDER A RESOLUTION APPOINTING JEFF HAARLOW TO
THE PLANNING AND ZONING BOARD AND BOARD OF ADJUSTMENT FOR
THE VILLAGE OF PINEHURST.
ADDITIONAL AGENDA DETAILS:**

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

1/18/2017

MEMO DETAILS:

Fred Engelfried and Leo Santowasso are recommending Jeff Haarlow be considered for appointment on the Planning and Zoning Board and Board of Adjustment for the Village of Pinehurst. Mr. Haarlow will be in attendance on January 24 to meet with the Village Council. Attached is a resolution to consider appointing Mr. Haarlow for a three year term on the boards.

ATTACHMENTS:

Description

- ☐ Resol 17-04 Appointment to P&Z and BOA (Haarlow)

RESOLUTION #17-04:

**A RESOLUTION REGARDING AN APPOINTMENT TO THE PINEHURST
PLANNING AND ZONING BOARD AND BOARD OF ADJUSTMENT.**

THAT WHEREAS, the Village of Pinehurst has established a Planning and Zoning Board and a Board of Adjustment as required by its Development Ordinance and authorized by North Carolina General Statutes 160A-361 and 160A-388; and

WHEREAS, on the 13th day of March, 2012, the Pinehurst Village Council adopted Ordinance #12-10 to amend Chapter 31 of the Pinehurst Municipal Code to combine the Planning and Zoning Board and the Board of Adjustment; and

WHEREAS, there is a need to fill a vacancy on the boards; and

WHEREAS, Mr. Jeff Haarlow and the Village Council of Pinehurst are desirous of Mr. Haarlow serving as a member of the Board of Adjustment and the Planning and Zoning Board.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 24th day of January, 2017, as follows:

SECTION 1. That the following appointment is hereby made to the Board of Adjustment and the Planning and Zoning Board for the term indicated:

Mr. Jeff Haarlow is appointed as a member of the Board of Adjustment and the Planning and Zoning Board, effective January 24, 2017, said term expiring on January 31, 2020.

SECTION 2. That these appointees shall continue serving until a replacement is appointed and qualified.

THIS RESOLUTION passed and adopted this 24th day of January, 2017.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney



REVIEW AND APPROVE THE PROPOSED FY 2018 BSC AND AREAS OF FOCUS.

ADDITIONAL AGENDA DETAILS:

FROM:

Natalie Dean Hawkins

DATE OF MEMO:

1/19/2017

MEMO DETAILS:

This agenda item is to discuss several items related to the development of the FY 2018 Strategic Operating Plan (SOP). Specifically, we would like to:

1. **Review and obtain Council consensus on the proposed FY 2018 Balanced Scorecard (BSC), including the recommended Areas of Focus.**

The *“FY 2018 Balanced Scorecard”* attachment to this agenda item indicates Council’s goals, strategic objectives, key performance indicators (KPIs), and recommended performance targets. Proposed Areas of Focus are highlighted in red.

The recommended performance targets are based on a review of the Village’s historical performance levels relative to benchmark communities, state, and/or national averages, when the data was available and relevant. Overall, Sr. Management recommends the Village strive for excellent performance results, which is defined as greater than 90% satisfaction ratings (including neutrals). In most cases, the Village is already achieving excellent results, but there are some areas for improvement.

The recommended Areas of Focus were selected for one or more of the following reasons:

1. Performance improvement is needed to achieve excellent performance results,
2. Strategic challenges or opportunities related to the objective were identified, or
3. Residents identified it as a priority area through the Community Survey.

The four (4) recommended Areas of Focus for the FY 2018 SOP include the following strategic objectives:

1. Guide appropriate redevelopment and growth,
2. Provide interconnected greenway trails, bike paths, and sidewalks,
3. Maintain high quality streets, and
4. Provide recreation programs, leisure activities, and cultural arts events for all ages.

The specific reasons for recommending these four (4) Areas of Focus are described in the *“FY 2018 Areas of Focus”* attachment to this agenda item.

2. **Discuss the proposed Initiative Action Plans (IAPs) for the five-year planning period.**

To positively impact the KPIs identified for performance improvement, to address strategic challenges and opportunities identified at the Council retreat, and to address resident priorities, the Village has identified proposed Initiative Action Plans for the five-year planning period. These were identified by Council, staff, and the chairs of Council appointed boards and commissions at this year's Council retreat.

The *“FY 2018 Initiative Action Plans”* attachment indicates the proposed IAPs over the five-year planning period and projects/process improvements that were also identified at the Retreat.

To ensure that we develop the FY 2018 SOP to addresses our strategic challenges and opportunities, include the resources needed to improve certain performance levels, and maintain a strong financial condition that is sustainable, we are seeking Council direction and approval today on the items identified above. If you have any questions about the proposed Balanced Scorecard or the proposed five-year Initiative Action Plans, please feel free to give me a call at any time.

ATTACHMENTS:

Description

- ▣ FY 18 Balanced Scorecard
- ▣ FY 18 Areas of Focus
- ▣ FY 18 Initiative Action Plans



Village of Pinehurst FY 2018 Balanced Scorecard

FY 2018 Balanced Scorecard							
MISSION: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.							
	Goal We intend to...	Strategic Objective How we will...	KPI Description How do we know...	Actual FY 2016	Est. FY 2017	ST Target FY 2018	LT Target FY 2022
Customer	Safeguard the community	Deliver effective public safety services	UCR index crime rate per 1,000 residents	6.15	9.50	10.00	10.00
			% of residents whose overall feeling of safety in the Village is good or excellent	100%	99%	95%	95%
			% of residents satisfied with how quickly fire personnel respond to emergencies	99%	99%	95%	95%
			% of residents satisfied with the enforcement of local traffic laws	90%	92%	90%	95%
	Ensure an attractive residential community	Maintain a high level of overall appearance of Pinehurst public spaces	% of residents who rate the overall appearance of the Village as good or excellent	99%	99%	95%	95%
		Ensure compliance with Village codes and ordinances	% of residents satisfied with the enforcement of Village codes and ordinances	84%	86%	87%	90%
		Guide appropriate redevelopment and growth <i>AOF</i>	% of residents satisfied with Village efforts to maintain the quality of neighborhoods	88%	89%	90%	90%
			Single family home average sales price	\$304,266	\$313,000	\$319,000	\$346,000
	Ensure a thriving business community	Provide a business-friendly environment	1st floor occupancy rate in the Village Center	94%	94%	90%	90%
			% of businesses likely to recommend the Village as a business location	89%	90%	90%	90%
	Provide multimodal transportation systems	Provide interconnected greenway trails, bike paths, and sidewalks <i>AOF</i>	% of residents satisfied with the availability of sidewalks	63%	65%	70%	80%
			% of residents satisfied with the availability of greenway/walking trails	92%	92%	90%	90%
		Maintain high quality streets <i>AOF</i>	% of residents satisfied with the adequacy of street lighting	72%	73%	75%	80%
			% residents satisfied with street and right of way maintenance	89%	90%	90%	90%
	Protect the environment	Provide effective and efficient solid waste collection services	% of residents satisfied with solid waste services	96%	95%	95%	95%
		Reduce, reuse, and recycle resources	% of refuse diverted from the landfill	32%	34%	35%	35%
	Maintain an active, healthy community	Provide recreation programs, leisure activities, and cultural arts events for all ages <i>AOF</i>	% of residents satisfied with P&R programs	96%	95%	95%	95%
			% of residents satisfied with Village sponsored cultural arts events	91%	90%	90%	90%
Internal	Professionally manage a high performing organization	Enhance community engagement	% of residents satisfied with Village communications	95%	95%	95%	95%
			% of residents satisfied with the level of public involvement in local decisions	84%	85%	87%	90%
		Continuously improve operational effectiveness through quality performance, use of technology, and innovation	Full time equivalents per million \$ of revenue	7.72	7.88	8.00	8.00
			% of residents satisfied with the value received for taxes paid	91%	90%	90%	90%
Workforce	Attract & retain an engaged workforce	Provide a supportive and rewarding work environment	% of employees who agree that overall they are satisfied with their job	95%	95%	95%	95%
			% of volunteers satisfied with the volunteer experience	95%	95%	95%	95%
			Employee engagement index	9.11	9.00	9.00	9.00
Financial	Maintain a healthy financial condition	Meet or exceed established financial targets	Unassigned GF fund balance as a % of actual expenditures	42%	32%	20%	20%
		Maintain capital assets	Capital asset condition ratio	46%	47%	46%	46%

Items in red are Areas of Focus (AOF) for FY 2018 based on performance levels, strategic challenges/opportunities, and resident priorities.



Village of Pinehurst

FY 2018 Areas of Focus

FY 2018 Areas of Focus						
MISSION: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.						
	Goal We intend to...	Strategic Objective How we will...	Performance Levels	Strategic Challenges	Strategic Opportunities	Resident Priorities
Customer	Safeguard the community	Deliver effective public safety services		7		
	Ensure an attractive residential community	Maintain a high level of overall appearance of Pinehurst public spaces		6	6	
		Ensure compliance with Village codes and ordinances	X			X
		Guide appropriate redevelopment and growth AOF		2, 4	4, 8	
	Ensure a thriving business community	Provide a business-friendly environment		8		
	Provide multimodal transportation systems	Provide interconnected greenway trails, bike paths, and sidewalks AOF	X	9	1, 2	X
		Maintain high quality streets AOF	X	5	7	X
	Protect the environment	Provide effective and efficient solid waste collection services				
		Reduce, reuse, and recycle resources				
Internal	Professionally manage a high performing organization	Provide recreation programs, leisure activities, and cultural arts events for all ages AOF	X	3	3	X
		Enhance community engagement	X			
Workforce	Attract & retain an engaged workforce	Continuously improve operational effectiveness through quality performance, use of technology, and innovation			5	
		Provide a supportive and rewarding work environment		1		
Financial	Maintain a healthy financial condition	Meet or exceed established financial targets				
		Maintain capital assets				

Items in red are Areas of Focus (AOF) for FY 2018 based on performance levels, strategic challenges/opportunities, and resident priorities.



Village of Pinehurst FY 2018 Strategic Challenges & Opportunities

The following strategic challenges and opportunities were identified at the December 2016 Council Strategic Planning Retreat.

Strategic Challenges	Strategic Opportunities
1. Address workforce capacity issues 2. Obtain Council consensus and direction for long term land use policy and strategy 3. Meet the demands for cultural and recreational activities 4. Reduce the number of vacant homes 5. Improve road systems to accommodate increasing traffic volumes 6. Address aesthetic issues as a result of DOT projects 7. Address surrounding area crime through collaboration with other departments 8. Meet every day commercial service needs of residents in the core Village 9. Create a walkable community	1. Improve pedestrian mobility with neighborhood sidewalks and bike paths 2. Increase street lighting in neighborhoods 3. Create recreation and cultural center facilities 4. Expand commercial development/zoning 5. Collaborate with other municipalities and Moore County 6. Enhance appearance of right-of-ways and streetscapes 7. Conduct long-term transportation planning 8. Develop land use plans (Comprehensive Long Range Plan, area plans for Village Place and Rattlesnake Corridor, and land use analysis)



Village of Pinehurst

FY 2018-2022 Initiative Action Plans

FY 2018-2022 Initiative Action Plans (IAPs)				
MISSION: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.				
	Goal We intend to...	Strategic Objective How we will...	Initiative Action Plans (IAPs)	Projects/Process Improvements
Customer	Safeguard the community	Deliver effective public safety services	Traffic pre-emption program	Community watch
				Surrounding area crime
				Fire Department training, public education, & inspections
	Ensure an attractive residential community	Maintain a high level of overall appearance of Pinehurst public spaces	Community aesthetics	
		Ensure compliance with Village codes and ordinances		
		Guide appropriate redevelopment and growth AOF	Comprehensive Long Range Plan Update Land use planning (Village Place/Rattlesnake Corridor/ETJ)	
	Ensure a thriving business community	Provide a business-friendly environment	Commercial streetscape enhancements	Downtown parking
	Provide multimodal transportation systems	Provide interconnected greenway trails, bike paths, and sidewalks AOF	Greenways	
			Neighborhood sidewalks	
		Maintain high quality streets AOF	Street lighting	
			Transportation improvements	
	Protect the environment	Provide effective and efficient solid waste collection services		
		Reduce, reuse, and recycle resources		
Internal	Professionally manage a high performing organization	Enhance community engagement	Transparent operations	
		Continuously improve operational effectiveness through quality performance, use of technology, and innovation	P&I process improvement	Council processes/collaboration
	Attract & retain an engaged workforce	Provide a supportive and rewarding work environment	Workforce learning and development	Workforce plans
			Incentive reward program	Address Workforce Survey opportunities for improvement
Financial	Maintain a healthy financial condition	Meet or exceed established financial targets		
		Maintain capital assets		

Items in red are Areas of Focus (AOF) for FY 2018 based on performance levels, strategic challenges/opportunities, and resident priorities.



**CONSIDER A REQUEST BY MOORE COUNTY FOR A SPECIAL NON-RESIDENTIAL INTENSITY ALLOCATION FOR THE PUBLIC UTILITIES STORAGE YARD AT 810 JUNIPER LAKE ROAD.
ADDITIONAL AGENDA DETAILS:**

FROM:

Kevin B. Reed, Director of Planning and Inspections

CC:

Jeff Sanborn, Village Manager, Bruce Gould, Principal Planner

DATE OF MEMO:

1/19/2017

MEMO DETAILS:

Moore County is seeking a Special Intensity Allocation (SIA) pursuant to Section 8.3.3.5(c)(2) of the Pinehurst Development Ordinance (PDO) for the construction of a new Moore County Public Utilities storage yard complex. The new complex is located at 810 Juniper Lake Road on property recently acquired from the Village and located within Watershed III (WS III). In accordance with SR-29 of the PDO, the use is a permitted use and exempt from site plan review and standards. However, since watershed regulations are a state mandated standard they are applicable to the proposed development. Attached to this memorandum is an explanation of the project and the history of all SIAs within WS III. Staff looks forward to discussing this request with the Village Council at its January 24, 2017 meeting. Please let me know if you have any questions regarding the foregoing information.

ATTACHMENTS:

Description

- ☐ Report on Special Intensity Allocation
- ☐ Site Plan

**REQUEST FOR SPECIAL INTENSITY ALLOCATION
MOORE COUNTY PUBLIC UTILITIES STORAGE YARD
REPORT TO VILLAGE COUNCIL
JANUARY 17, 2017**

Prepared by the Pinehurst Planning and Inspections Department

Request

Moore County is seeking a Special Intensity Allocation (SIA) in order to construct a new Moore County Public Utilities storage yard complex at 810 Juniper Lake Road. Section 8.3.3.5(c) of the Pinehurst Development Ordinance indicates that up to ten (10) percent of the balance of the watershed may be developed for non-residential and multi-family uses, allowing up to seventy (70) percent built-upon area on a project by project basis. Non-residential uses or multi-family development seeking to establish additional impervious surface allotments in the Watershed may do so only after Village Council approval of a Special Intensity Allocation.

Note: In accordance with SR-29 of the PDO this use is permitted and exempt from site plan review and standards. Due to the watershed regulations being a state requirement they are applicable.

Project Profile

Applicant Moore County
 PO Box 905
 Carthage, NC 28327

Property Owner Moore County
 PO Box 905
 Carthage, NC 28327

Moore County LRK # part of 00022016

Property Location 810 Juniper Lake Rd.

Zoning Public Conservation District (PC): This district is established as a district in which the primary use of the land is reserved for the general public for recreation, parks, natural or man-made bodies of water, forests and other similar open space uses, and other government uses that provide public services to the residents of Pinehurst.

Watershed Protection District: The purpose of this district is to ensure the availability of public water supplies at a safe and acceptable level of water quality for present and future residents of the Village and the surrounding region.

Land Area 4.42 acres

Current Land Use

Vacant

Project Analysis

The applicant is proposing to construct a Storage Yard for the operation of their water and sewer infrastructure maintenance and operations. According to a Staff Memo prepared on February 8, 1996, the total area of Watershed III is 4,070 acres. In accordance with Section 8.3.3.5(c) of the Pinehurst Development Ordinance (PDO), ten (10) percent of Watershed III can be granted a Special Intensity Allocation (SIA). This will yield an area of 407 acres eligible to receive Special Intensity Allocations. This SIA would grant relief from the Watershed III maximum impervious built upon area of twenty-four (24) percent and increase that to seventy (70) percent or the maximum impervious built upon area for the underlying zoning district, whichever is more stringent. The proposed project will involve a 4.42 acre tract.; therefore, this request is for 4.42 acres of Special Intensity Allocation to be granted. Please note that the total impervious surface on this property after the proposed development is estimated to be 51.55%. Although no site plan is required and the use is exempt from Pinehurst Development Standards, the maximum allowable would be controlled by the State Watershed requirements and would be capped at 70%.

The table below outlines activity in the Watershed III since August 1996.

Date of Village Council Action	Project Name	Amount of SIA per Project	Balance of area in Watershed that can receive SIA after Project
N/A	N/A	N/A	407 acres
10/21/96	Pinehurst Hotel	11.36 acres	395.64 acres
10/21/96	Manor Care	Reallocated 4/23/02	
2/17/97	Carolina House	1.03 acres	394.61 acres
3/17/97	Hall-Jones	1.24 acres	393.37 acres
4/21/97	Moore Reg. Hospital	Reallocated 7/17/02	
5/19/97	Community Presbyterian Church	1.21 acres	392.16 acres
7/21/97	Van Camp, West, et al	.64 acres	391.52 acres
7/21/97	Moore Regional Hospital	Reallocated 7/17/02	
8/18/97	Pinehurst Medical Clinic	1.8 acres	389.72 acres
10/27/97	Pinehurst Radiology Clinic	.74 acres	388.98 acres
10/27/97	Moore Reg. Hospital: N. Parking Lot	Reallocated 7/17/02	
10/27/97	Moore Regional Hospital	Reallocated 7/17/02	
7/20/98	Sacred Heart Catholic Church	3.79 acres	385.19 acres
10/26/98	Holly Inn	1.84 acres	383.35 acres
4/19/99	Sprint Com	.01 acres	383.34 acres
9/20/99	Manor Care	Reallocated	

		4/23/02	
2/22/00	Golf Course #6 Bath House	.02 acres	383.32 acres
2/22/00	Total Renal Care Dialysis Facility	1.65 acres	381.67 acres
6/27/00	Moore Co. Memorial Hospital	Reallocated 7/17/02	
6/25/00	Pinehurst Resorts Hotel Spa	1.04 acres	380.63 acres
6/25/00	Pinehurst Resorts Hotel Security Bldg	.01 acres	380.62 acres
10/24/00	Hudson Williams Properties	.14 acres	380.48 acres
03/27/01	Moore Co. Public Utilities	.114 acres	380.366 acres
05/03/01	Moore Co Public Utilities	.005 acres	380.361 acres
4/23/02	Manor Care	2.53 acres	377.831 acres
7/17/02	Moore Regional Hospital	57.89 acres	319.941 acres
7/18/02	Pinehurst Cardiology	1.2 acres	318.741
11/06/02	Skladany Office Building	.31 acres	318.431
3/14/05	Village of Pinehurst Fire Station	2.36 acres	316.071 acres
9/23/05	Dr. Craig Allison 15 Aviemore Dr.	.68 acres	315.391 acres
10/6/08	Razooks Building 35 Chinquapin Rd.	.30 acres	315.091 acres
4/28/09	Pinehurst Medical 15 Regional Dr.	4.56 acres	310.531 acres
4/27/10	Monroe & Monroe Dental 12 regional Dr.	1.07 acres	309.461 acres
1/10/12	Pinehurst Family Care Center 8 Regional Circle	1.22 acres	308.241 acres
4/28/15	The Allergy Partners of Pinehurst 14 Regional Dr.	1.12 acres	307.121 acres
6/14/16	Greens at the Arboretum 205 McCaskill Rd	6.55 acres * CD District automatic approval w/ Council approval of the zoning PDO 6.2.4(c)	300.66
10/25/16	Pinehurst Senior Apartments 4176 Murdocksville Rd	5 acres	295.66
1/24/17	Moore County Public Utilities Storage 810 Juniper Lake Rd.	4.42	291.24



**CONSIDER CHANGES TO FEES AND CHARGES SCHEDULE.
ADDITIONAL AGENDA DETAILS:**

FROM:

John Frye

CC:

Jeff Sanborn, Natalie Hawkins, Mark Wagner, & Kevin Reed

DATE OF MEMO:

1/18/2017

MEMO DETAILS:

The Village's Fees and Charges Policy calls for the periodic review of all fees and charges. Staff conducted a review of the Village's Fees and Charges Schedule and have recommended several changes based on that review. The items proposed for your consideration are in the areas of Planning, Public Services, Fair Barn, Harness Track, and Parks & Recreation. Some of the more significant changes include the following.

In Planning, a \$50 fee has been added for mobile food vendors in accordance with the recent change in the Pinehurst Municipal Code. For Public Services; the yard debris bulk pickup service fees are being removed as this service has been discontinued.

Fair Barn event deposits and cancellation forfeitures are being increased significantly. The proposed deposit structure is comparable with other venues and should help offset revenues losses due to cancelled events. Currently, the Village loses approximately \$2,000 for each cancelled event when another event cannot be booked. In addition to these changes, a 14-hour corporate weekday rental period is being added to the current 8-hour option. This will allow for greater flexibility in meeting the needs of corporate customers.

Standardbred training fees are not recommended for an increase this year at the Harness Track. Staff does recommend adding special event use fees at the track. These fees are being added to help the Village recover costs for damages to the facility from larger events such as concerts and car shows. Also, the Show Ring Incentive Program language is being removed as this program expired in 2016.

For Parks & Recreation, staff recommends increasing the fee for programs held in the Recreation Room by \$5 to help with cost recovery. Also, several non-resident fees are being increased to make them double the resident rate as required by policy. In addition, fees and deposits for most Arboretum amenities are being increased to bring them in line with fees charged by comparable venues. For the Timmel Pavilion, a full-day rental option is being added to the current partial-day rental. Finally, the general Parks & Recreation program cancellation fee is recommended to increase from \$5 to \$10 to offset the cost of processing fee refunds.

There are other less significant changes to the fee schedule that are not detailed above. Full details of the recommended changes to the fee schedule are provided in the attached "Changes to Fees & Charges" document. This document provides the current fee, proposed fee, any increase or decrease, percent change, and a brief explanation for the change.

All of the proposed fee changes, if approved, will become effective July 1, 2017. The affected Department Heads and I plan to attend the meeting to address any questions you may have.

ATTACHMENTS:

Description

- ☐ Fee Schedule Changes
- ☐ Resolution 17-03 Amending Fees and Charges Schedule
- ☐ Fee Schedule 07-01-2017 (Exhibit A)
- ☐ Fee Schedule 07-01-2017 (redlined)

**Village of Pinehurst
Changes to Fees & Charges
Effective July 1, 2017**

Planning Fees

Planning (page 11)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Other Fees: Mobile Food Vendors	-	-	\$ 50.00	-	Added fee for mobile food vendors.

Public Services Fees

Public Services - Solid Waste (page 13)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Miscellaneous Fees: Yard Debris	-	-	-	-	Removed yard debris bulk load pick up charges.

Parks & Recreation Fees

Recreation - Fair Barn (page 14-16)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Facility Rental: Base Fee Weekday (14 hours or less)	-	-	\$ 1,725.00	-	Added fee category to allow commercial rentals during weekdays to have up to 14 hours of use at a higher rate.
Other Facility Rental Fees	-	-	-	-	Removed the 8 hour maximum requirement for weekday event rentals.
Other Fees: Cancellation (90 days or less)	100% of deposit	-	\$500.00 + 50% of applicable base fee	-	Increased amount retained due to cancellation to include 50% of the base fee paid in advance for reservations canceled 90 days or less from the date of the rental.
Other Fees: Cancellation (91 days or more)	50% of deposit	-	\$500.00 + 25% of applicable base fee	-	Increased amount retained due to cancellation to \$500 + 25% of the base fee paid in advance for reservations canceled 91 days or more from the date of the rental.
Other Fees: Deposit (Security/Damage)	\$500.00	+ 50% of applicable base fee	\$500.00 + 50% of applicable base fee	-	Increased deposit amount due to include 50% of the applicable base fee based on the renter category.
Fair Barn Fees and Charges Definition: Corporate Meeting	-	-	-	-	Changed corporate meeting availability to Monday through Thursday.
Other Definitions: Base Fee	-	-	-	-	Changed base fee due date to ten business days prior to rental.
Other Definitions: Other Fees	-	-	-	-	Changed additional services or equipment fee due date to ten business days prior to rental.

**Village of Pinehurst
Changes to Fees & Charges
Effective July 1, 2017**

Parks & Recreation Fees (Continued)

Recreation - Harness Track (page 17-19)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Ground Use: One Infield & Two Infields - without or with Show Rings	-	-	-	-	Removed all half-day rental options for infields.
Ground Use: Special Event Use	-	-	One Infield: \$600.00 Two Infields: \$1,200.00	-	Added Special Event Use options for one and two infields.
Horse Shows: Show Ring Incentive Program	-	-	-	-	Removed the Show Ring Incentive Program option, which expired in fiscal year 2017.
Horse Shows: Vendor/Exhibitor Fee	-	-	-	-	Added exhibitors to the fee description.
Harness Track Fees and Charges Definitions: Special Event Use	-	-	-	-	Added a definition for Special Event Use.

Recreation - Parks and Recreation (page 21-24 & 27)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Classes/Programs: Resident - Classes in Recreation Room	-	-	\$10.00 + direct costs	-	Increased the flat charge for all programs in an effort to recoup some of the operating costs associated with the Recreation Room (lease, utilities, cleaning, etc.).
General Fees: Stage Rental and Setup/Breakdown	-	-	-	-	Removed all stage rental and setup/breakdown options, since we no longer rent out a stage.
Facility Rental: Athletic Facilities (Non-Resident - without lights)	\$ 25.00	\$ 5.00	\$ 30.00	20%	Adjusting Non-Resident rate to accurately reflect a rate of 2x the Resident rate.
Facility Rental: Athletic Facilities (Non-Resident - with lights)	50.00	10.00	60.00	20%	Adjusting Non-Resident rate to accurately reflect a rate of 2x the Resident rate.
Facility Rental: Park Picnic Shelters (Resident/Non-Profit)	25.00	5.00	30.00	20%	Adjusting rates to help offset costs associated with seasonal staff working weekends to empty trash after rentals.
Facility Rental: Park Picnic Shelters (Non-Resident)	50.00	10.00	60.00	20%	Adjusting rates to help offset costs associated with seasonal staff working weekends to empty trash after rentals.
Rental Fees for Use of Village Parks	-	-	-	-	Changed refund policy for cancellations of village park rentals: if cancellation occurs 90 days or less, 100% of deposit/base fee paid will be retained and if 91 days or more, 100% of the deposit will be retained, but the base fee will be refunded.
Timmel Pavilion Only: Pavilion Rental (full day)	-	-	Resident: \$750.00 Non-Resident: \$1,000.00	-	Separated pavilion rentals into 5 hour maximum and full day options. Added resident and non-resident rates for full day.

**Village of Pinehurst
Changes to Fees & Charges
Effective July 1, 2017**

Parks & Recreation Fees (Continued)

Recreation - Parks and Recreation (page 21-24 & 27)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Grounds Only: Pergola Garden (Resident)	\$ 450.00	\$ 50.00	\$ 500.00	11%	Adjusted to market rate of competing venues.
Grounds Only: Pergola Garden (Non-Resident)	600.00	50.00	650.00	8%	Adjusted to market rate of competing venues.
Grounds Only: Magnolia Lawn (Resident)	350.00	150.00	500.00	43%	Adjusted to market rate of competing venues.
Grounds Only: Magnolia Lawn (Non-Resident)	450.00	200.00	650.00	44%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: Pergola Garden & Timmel Pavilion (Resident)	900.00	200.00	1,100.00	22%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: Pergola Garden & Timmel Pavilion (Non-Resident)	1,200.00	200.00	1,400.00	17%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: Magnolia Lawn & Timmel Pavilion (Resident)	900.00	200.00	1,100.00	22%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: Magnolia Lawn & Timmel Pavilion (Non-Resident)	1,200.00	200.00	1,400.00	17%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: Joyce's Meadow & Timmel Pavilion (Resident)	900.00	200.00	1,100.00	22%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: Joyce's Meadow & Timmel Pavilion (Non-Resident)	1,200.00	200.00	1,400.00	17%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: All Grounds & Timmel Pavilion (Resident)	1,200.00	300.00	1,500.00	25%	Adjusted to market rate of competing venues.
Grounds & Pavilion Rental: All Grounds & Timmel Pavilion (Non-Resident)	1,600.00	200.00	1,800.00	13%	Adjusted to market rate of competing venues.
Deposit: Multiple Amenities/Venues Deposit	200.00	+ 50% of applicable base fee	\$200.00 + 50% of applicable base fee	-	Increased deposit amount due to include 50% of the applicable base fee based on the renter category.
Refund Policy	5.00	5.00	10.00	100%	Changed cancellation administrative fee to \$10 to cover direct costs.

***Minor corrections to dates and descriptions have been made throughout the document, as noted in the redlined version. However, since these changes do not impact fees, they are not listed in the outline above.**

RESOLUTION #17-03:

A RESOLUTION AMENDING THE VILLAGE OF PINEHURST FEES AND CHARGES SCHEDULE

THAT WHEREAS, the Village Council of the Village of Pinehurst adopted a Pinehurst Fees and Charges Schedule on the 9th day of March, 2004; and

WHEREAS, it is the policy of the Village of Pinehurst to review and amend the Fees and Charges Schedule on an annual basis, or as deemed necessary; and

WHEREAS, the Village Council, after considering all of the facts and circumstances surrounding the proposed amendments to the Pinehurst Fees and Charges Schedule, have determined that it is in the best interest of the Village of Pinehurst to make the amendments as requested.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in the regular meeting assembled on the 24th day of January, 2017, as follows:

SECTION 1. That the attached "Village of Pinehurst Fees and Charges Schedule," is hereby adopted effective July 1, 2017, said schedule attached hereto as (Exhibit A) is made a part hereof, the same as if included verbatim.

SECTION 2. That all resolutions or sections thereof in conflict herewith are hereby repealed and declared null and void from and after the date of adoption of this resolution.

SECTION 3. That this Resolution shall be and remain in full force and effect from the date of its adoption.

THIS RESOLUTION passed and adopted this 24th day of January, 2017.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

ADMINISTRATION:

Council Adopted Date	Description	Fee/Charge	Unit
Other Charges			
01/2016	Paper Copies	\$0.10	per sheet
01/2016	Overtime Costs if overtime is needed to fulfill a public records request promptly	Actual overtime cost	per request
01/2016	Special Service Charge for public records request involving extensive use of IT resources (> 2 hours of staff time)	Actual labor cost	per request
01/2016	Golf Cart Stickers	\$20.00	per cart
03/2004	Municipal Code Copies: Entire Code	\$0.10	per sheet
03/2004	Supplements	\$1.00	per sheet
03/2004	Non-Sufficient Funds (NSF)	\$35.00	per return
12/2007	Late Payment of Code Enforcement Invoices	1.5%	per month on balance unpaid after 30 days
<u>Rental Fees for Use of Village Rooms</u>			
Rental fees and deposit requirements apply to non-profit organizations whose principal operating office is not within the Village of Pinehurst and to private groups or individuals.			
The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility or equipment. Cancellation of an event results in forfeiture of all or a part of the deposit (30 days or less 100% retained, 31 days or more 50% retained). Deposits are refundable if facilities are properly cleaned by the user following the event and no damage to the facilities or the audio visual equipment has occurred.			
A pre-meeting training session with a representative from the IT Department is required prior to utilizing the audio visual equipment for the first time. If IT assistance with the audio visual equipment is needed during the rental period, the Audio visual assistance fee will be charged. The Village Manager has the right to waive the deposit and fee requirement if deemed appropriate.			
12/2007	Deposit – Assembly Hall & Station 91 Conference Room: Audio visual equipment is <u>not</u> utilized	\$100.00	per event
12/2007	Audio visual equipment is utilized	\$200.00	per event
12/2007	Rental Fee – Conference Room: Up to 3 hours: Resident	\$25.00	per event
12/2007	Non-Resident	\$50.00	per event
12/2007	More than 3 hours	\$25.00	per hour

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

ADMINISTRATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
	Rental Fee – Assembly Hall & Station 91 Conference Room:		
12/2007	Up to 3 hours:		
	Resident	\$50.00	per event
12/2007	Non-Resident	\$100.00	per event
12/2007	More than 3 hours	\$25.00	per hour
01/2013	Audio visual assistance	\$50.00	per hour
Reimbursement Fees for Services			
04/1998	Time	Cost of staff used (Salaries & Benefits), plus 10% administrative fee	per hour
04/1998	Equipment	Rates determined by Federal Emergency Management Agency (FEMA)	various
Refer to the FEMA schedule of equipment rates for the rates used to calculate the fee for the use of Village equipment. This schedule can be found at www.fema.gov/rrr/pa/fin_eq_rates.shtm .			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

ENGINEERING:

Council Adopted Date	Description	Fee/Charge	Unit
Inspection Fees			
03/2004	New Roadway (Public and Private)	\$0.75	per lane, per lf
03/2004	Widening of Existing Roadway	\$0.75	per lane, per lf
03/2004	Fire Lanes on Private Property	\$0.40	per lane, per lf
12/2004	Sidewalk and Pathways	\$0.50	per lf
03/2004	Curb Cuts for Driveways	\$50.00	per drive
03/2004	Stormwater Fees	\$0.45 + \$40.00	per lf of pipe plus per structure
03/2004	Lift STOP WORK ORDER and Reinitiate Infrastructure Inspections	\$100.00	per violation
03/2004	Re-Inspection Fees	\$70.00	per hour
Plan Review The base fee for plan review includes 2 draft reviews and 1 mylar signoff. Third and subsequent review fees are for plans that require additional review due to failure to correct deficiencies and incorporate review comments. These fees must be paid in advance of the subsequent reviews being performed.			
03/2004	Single Family Subdivision	\$300.00 + \$100.00	per plan plus per lot
03/2004	Commercial/Multi-Family	\$300.00 + \$100.00	per plan plus per acre
03/2004	Third and Subsequent Review	\$300.00	per review
03/2004	Revision Review after Mylar Signoff	\$100.00	per review
Other Reviews			
12/2004	Flood Study	\$1,000.00	per study
12/2004	Traffic Impact Review	Cost plus 10%	per review

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

FIRE:

Council Adopted Date	Description	Fee/Charge	Unit
Inspection (Non-Residential)			
10/2001	Initial Inspection	No Charge	
01/2013	1 st Re-Inspection	No Charge	
01/2013	2 nd Re-Inspection - Corrections Made	No Charge	
01/2013	2 nd Re-Inspection - No Corrections Made	\$100.00	per inspection
01/2013	3 rd and Subsequent Inspections With No Corrections Made	\$250.00	per inspection
Fire Prevention Permits			
The fees set forth in this section are fixed for the issuance of the permits required by the Fire Prevention Code.			
01/2015	Installation/Additions to Alarm or Sprinkler Systems	\$100.00	first 100 heads/devices \$0.50 per additional device
10/2001	Installation or Removal of AGST (Above Ground Storage Tanks) or UGST (Underground Storage Tanks)	\$50.00	per permit
10/2001	Fireworks Display	\$50.00	per permit
10/2001	Any Other Permits Required but not Listed Above	\$25.00	per permit
Fire Service: Hours for staff and equipment for non-village sponsored events will be billed at the established rate documented in the Administration section of the Fees and Charges Schedule.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

INFORMATION TECHNOLOGY (IT):

Council Adopted Date	Description	Fee/Charge	Unit
Media Charges			
12/2009	CD/DVD	\$1.00	per disk
Source Charges			
12/2009	Customized GIS Color Maps	\$50.00 plus cost of map	per hour, one hour minimum
12/2009	Data Analysis and Conversion	\$50.00 plus cost of media	per hour, one hour minimum
Color Orthos GIS Maps			
12/2009	Copy of already created map up to 8.5 x 11	\$2.00	per map
12/2009	Copy of already created map up to 11 x 17	\$6.00	per map
12/2009	Copy of already created map up to 17 x 22	\$10.00	per map
12/2009	Copy of already created map up to 22 x 34	\$12.00	per map
12/2009	Copy of already created map up to 34 x 44	\$20.00	per map
12/2009	Copy of already created ORTHO map up to 36 x 48	\$50.00	per map

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

INSPECTIONS:

Council Adopted Date	Description	Fee/Charge	Unit
New Construction and Additions			
03/2004	Residential:		
03/2004	Building	\$0.18	per square foot (sf)
03/2004	Electrical	\$0.06	per sf
03/2004	Mechanical	\$0.05	per sf
03/2004	Plumbing	\$0.05	per sf
03/2004	Insulation	\$0.03	per sf
03/2004	Non-Residential:		
03/2004	Building	\$0.40	per sf
03/2004	Electrical	\$0.07	per sf
03/2004	Mechanical	\$0.07	per sf
03/2004	Plumbing	\$0.07	per sf
03/2004	Insulation	\$0.04	per sf
12/2006	Minimum Fee	\$100.00	per inspection, per trade
03/2004	Compliance Inspection	\$100.00	per inspection, per trade
Change-Outs and Upgrades			
01/2011	Electrical (Residential and Non-Residential):		
03/2004	Change Out and Upgrade	\$50.00	per unit
	Electrical Service Upgrade	\$100.00	per 200 amperage
01/2011	Mechanical (Residential):		
01/2011	Change Out and Upgrade	\$50.00	per unit
	Gas Piping	\$50.00	per unit
03/2004	Mechanical (Non-Residential):		
03/2004	Change Out and Upgrade	\$100.00	per 10 ton
	Gas Piping	\$100.00	per unit
01/2011	Plumbing:		
	Change Out and Upgrade	50.00	per unit
06/2013	Framing:		
06/2013	Residential	\$50.00	per unit
	Non-Residential	\$100.00	per unit
06/2013	Insulation:		
06/2013	Residential	\$50.00	per unit
	Non-Residential	\$100.00	per unit
06/2013	Irrigation:		
06/2013	Residential	\$50.00	per unit
	Non-Residential	\$100.00	per unit

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

INSPECTIONS (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Demolition			
12/2009	Application for Exterior & Interior Demolition	\$100.00	per 1,000 sf
03/2004	Application for Structure Relocation	\$50.00	per application
Other Fees			
03/2004	Application to Lift a STOP WORK ORDER	\$200.00	per application
03/2004	Work Performed Without a Permit	Double permit fee	per violation
03/2004	Siding Installation	\$50.00	per application
01/2011	Temporary Power for HVAC	\$100.00	per unit
01/2011	Misc. Additional Wiring	\$50.00	per unit
01/2011	Home Day Care and Foster Home Inspection	\$100.00	per unit
01/2011	ABC Permit Inspection	\$100.00	per unit
01/2011	Home Health and Day Care	\$100.00	per unit
01/2011	Temporary Pole	\$60.00	per unit
01/2011 01/2011	Application for Mobile Home Permit (includes tie down, electrical, plumbing and HVAC):		
	Single Wide	\$150.00	per unit
	Double Wide	\$200.00	per unit
Re-Inspection Fees			
01/2011	First Offense	\$50.00	per unit
03/2004	Second Offense	\$100.00	per inspection
03/2004	Each Time After Second Offense	Double previous fee	per inspection

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

INSPECTIONS (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Special Extra Inspection Fees			
12/2006	Residential	\$50.00	per inspection, per trade
12/2006	Non-Residential	\$100.00	per inspection, per trade
Tents			
01/2011	Residential	\$50.00	per unit
01/2011	Non-Residential	\$100.00	per unit
The Non-Residential tent inspection fee will be waived if the tent is being used for a horse show.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PLANNING:

Council Adopted Date	Description	Fee/Charge	Unit
Amendment Petition			
03/2004	Comprehensive Land Use	\$300.00	per application
03/2004	Pinehurst Development Ordinance	\$400.00	per application
Amendment to the Zoning Map (Rezoning or Conditional Use) – General Use District			
01/2013	Residential – Less than 5 acres	\$250.00 + \$100.00	per application plus per acre
01/2013	Residential – More than 5 acres	\$300.00 + \$100.00	per application plus per acre
01/2013	Non-Residential	\$350.00 + \$100.00	per application plus per acre
01/2013	Overlay	\$300.00 + \$100.00	per application plus per acre
Board of Adjustment			
03/2004	Request for a Variance	\$400.00	per application
01/2013	Appeal of an Administrative Decision	\$400.00	per application
01/2013	Appeal of the Historic Preservation Commission	\$400.00	per application
12/2006	Failure to Appear for Hearing Without Notice	Actual cost	per Court Recorder invoice

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PLANNING (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Documents and Maps			
03/2004	Comprehensive Long Range Plan (paper copy)	\$35.00	per document
03/2004	PDO (paper copy)	\$30.00	per document
12/2007	Zoning Map	\$20.00	per map
Site Plan Approval Site plan approval may require engineering review. When engineering review is needed, the Village will advise the applicant and the applicant will be responsible for paying the engineer's fees and charges. See the Engineering section of the Fees and Charges Schedule for the applicable fees.			
03/2004	Minor Site Plan:		
03/2004	Single Family Home	\$225.00	per application
	Commercial/Multi-Family	\$400.00 + \$100.00	per application plus per acre
03/2004	Major Site Plan	\$600.00 + \$100.00	per application plus per lot
03/2004	Re-review Fee (after second review)	Previous fee	per review
03/2004	Accessory Structure - Residential - All Sides Less Than 12'	\$50.00	per application
01/2011	12' x 12' or greater	\$225.00	per application
01/2013	Small additions 10'X5' or smaller	\$50.00	per application
Special Use Permit			
03/2004	Major Special Use	\$600.00	per application

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PLANNING (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Subdivision of Land			
03/2004	Preliminary Plat – Major Subdivision:		
03/2004	Less than 5 acres	\$300.00 + \$100.00	per application plus per lot
	More than 5 acres	\$600.00 + \$100.00	
03/2004	Final Plat:		
03/2004	Exempt Subdivision	\$25.00	per application
03/2004	Minor Subdivision	\$150.00	per application
03/2004	Major Subdivision	\$150.00 + \$10.00	per application plus per lot
Other Fees			
03/2004	Bulk Heads, Docks on Lakes	\$50.00	per application
03/2004	Change an Address	\$35.00	per application
1/2015	Change a Road Name	\$100.00	per application plus cost of signs
01/2015	Clearing	\$35.00	per permit
03/2004	Decks, Pools, Spas, and Gazebos	\$100.00	per application
03/2004	Driveway	\$50.00	per permit
01/2011	Fences, Walls, Arbors and Patios (using 5' encroachment)	\$50.00	per application
01/2015	Fence Exception	\$400.00	per application
03/2004	Home Occupation	\$50.00	per permit
03/2004	Homeowner's Recovery Fee	\$10.00	per application
07/2017	Mobile Food Vendors	\$50.00	per mobile unit
01/2015	Permanent Sign	\$100.00	per application
12/2005	Propane Tank	\$25.00	per application
01/2015	Return of Sign Removed from Right-of-Way (signs will be stored for a minimum of 5 business days before disposal)	\$25.00	per sign
01/2015	Well	\$50.00	per permit
03/2004	Zoning Certification Letter	\$35.00	per application
03/2004	Zoning Compliance Letter	\$35.00	per application
12/2005	Zoning Compliance Re-Inspection	\$50.00	per application
12/2005	Zoning Use	No Charge	per permit
In addition to the fees and charges for each application or permit, Applicants must comply with all bonding requirements established by the Village of Pinehurst. Bonding requirements can be found in the applicable application packets.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

POLICE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
12/2004	Parking Ticket:		
	Overtime Violation	\$5.00	per ticket
12/2004	Other Parking Violations	\$10.00	per ticket
05/2009	Door-To-Door Peddling, Soliciting, Canvassing Permit	\$10.00	per application
05/2009	Door-To-Door Peddling, Soliciting, Canvassing Special Permit	No Charge	per application
12/2009	Precious Metals Dealer Permit	\$180.00	per application
12/2009	Precious Metals Registered Employee	\$10.00	initial application per employee
		\$3.00	annual renewal per employee
12/2009	Precious Metals Special Occasion Permit	\$180.00	per application

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PUBLIC SERVICES – SOLID WASTE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
01/2014	Refuse: 48 Gallon Cart	\$48.00	per additional cart
01/2014	64 Gallon Cart	\$50.00	
01/2014	96 Gallon Cart	\$55.00	
01/2016	Recycle: 48 Gallon Cart	\$48.00	per additional cart
01/2014	64 Gallon Cart	\$50.00	
01/2014	96 Gallon Cart	\$55.00	
01/2016	Yard Debris: 48 Gallon Cart	\$48.00	per additional cart
01/2016	95 Gallon Cart	\$55.00	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – FAIR BARN:

Council Adopted Date	Description	Fee/Charge	Unit
Facility Rental			
02/2016	Base Fee Full Day (14 hours or less) *: Resident Non-Resident Non-Profit** Commercial	\$1,375.00 \$1,750.00 \$1,000.00 \$2,000.00	per day
07/2017	Base Fee Weekday (8 hours or less) *: Resident Non-Resident Non-Profit** Commercial (14 hours or less) *: Commercial	\$785.000 \$1,000.00 \$500.00 \$1,150.00 \$1,725.00	per day
09/2013	Corporate Meeting	\$785.00 \$485.00	greater than 4 hours less than 4 hours
Other Facility Rental Fees			
01/2013	Additional Hours	\$150.00	per hour
*Weekend rental is for Friday – Sunday for a 14 hour rental period. Weekday rental is for Monday-Thursday only within the specified time frame. Additional hours will be billed at \$150/hour. **See Non-Profit definition on Page 16.			
Special Use			
12/2003	Base Fee	Determined with the approval of the Parks & Recreation Director	
Other Fees			
12/2003	Admission Charged (does not apply to non-profit rentals)	10%	gross sales
07/2017	Cancellation (90 days or less)	\$500 + 50% of applicable base fee retained	per deposit
07/2017	Cancellation (91 days or more)	\$500 + 25% of applicable base fee retained	per deposit
02/2009 01/2015 01/2015	Chairs (includes set-up) Resident Non-Resident Commercial	\$1.50 \$3.00 \$3.00	per chair

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
01/2015	Kitchen Cleaning/Trash Removal (including co- sponsored and gratuitous events)	\$150.00	per event
12/2003 02/2009	Dance Floor (21'x24' maximum available): Whole Section	\$300.00 \$5.00	per day per section per day
12/2009	Easels	\$5.00	per easel per day
12/2007	Event Parking	Determined by Event Coordinator	
07/2017	Deposit (Security/Damage)	\$500.00 + 50% of applicable base fee	per event
09/2013	Corporate Meeting Deposit	\$250.00	per event
01/2015	Holiday Premium **	\$375.00	per day
06/2013	Picnic Tables	\$20.00	per table
12/2009	Pipe & Drape	\$10.00	per section per day
01/2015	Prohibited Items (deducted from deposit)	\$100.00	per event
01/2011	Setup/Breakdown Fee for items used off site	\$200.00	per use
01/2015	Sound System	\$100.00	per event
12/2009	Stage (4'x8' Section)	\$15.00	per section per event
12/2009	Stage (24' x 16' Full)	\$180.00	per event
12/2007	Tables (includes set-up)	\$9.00	per table
12/2003	Vendor/Exhibitor	\$25.00	per vendor/exhibitor
01/2012	Video Projector	\$100.00	per day
01/2011	Video Projector Screen (12' x 12')	\$100.00	per day
** Holiday Premium applies to the following holidays: New Year's Eve, New Year's Day, Martin Luther King Day, Good Friday, Easter Sunday, Memorial Day, July 4, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.			
Fair Barn Fees and Charges Definition			
12/2003	Categories of Renters:		
12/2003	<u>Resident:</u> Non-commercial, private individual that resides or owns property within the corporate limits of the Village of Pinehurst.		
12/2003	<u>Non-Resident:</u> Non-commercial, private individual that does not own property within the corporate limits of the Village of Pinehurst.		
12/2003	<u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC.		

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Fair Barn Fees and Charges Definition			
12/2003	Categories of Renters (continued): <u>Commercial:</u> Any individual, sole proprietorship, corporation, business or other entity that does not qualify under any other renter category. <u>Corporate Meeting:</u> Any Commercial or Non-Profit renter using the facility Monday through Thursday between the hours of 8:00 AM and 5:00 PM. Rates are inclusive of all amenities such as tables and chairs charged under Other Fees in this Schedule.		
07/2017			
The Village of Pinehurst reserves the right to define the renter category based on the usage.			
Other Definitions			
12/2003	<u>Deposit:</u> Amount due in advance to secure reservation of date, adequate clean up following the event and to recover any and all damage costs to the facility. Cancellation of an event results in forfeiture of all of the deposit per the Fee Schedule.		
07/2017	<u>Base Fee:</u> Minimum charge paid by all renters of the Fair Barn. Base fee must be paid in full at least ten business days prior to rental. The Weekday rate applies to any single event that occupies the facility for one day but does not apply to any event held on consecutive days or on Holidays. The Weekday rate applies to any one (1) day rental held on Monday through Thursday, which lasts no more than 8 hours, and rental must be completed and properly cleaned by 8:00 p.m. This time period must include all preparations for caterers, florists, exhibit setup, decorating, etc. and clean up after the event. Weekday rentals that go beyond the specified closing time of 8:00 p.m. will be billed an additional amount equal to the applicable Full Day rate.		
07/2017	<u>Other Fees:</u> Charges for additional services or equipment provided by the Fair Barn. All other fees associated with a rental must be paid in full at least ten business days prior to rental.		
12/2003	<u>Sponsored/Co-Sponsored:</u> Events presented by, or coordinated with, the Village of Pinehurst per the “Village Sponsorship of Events” policy.		
12/2003	<u>Special Use:</u> An event or activity, not sponsored or co-sponsored by the Village of Pinehurst, that, due to its size, scope, timing or other unusual characteristic or requirement, that qualifies as being beyond what is considered a normal and customary use of the facility. Criteria to determine if an event qualifies as a special use may include factors such as number of participants/spectators, economic factors such as estimated revenues and expenses, nature and type of event and extent of work required by the Village Staff that is above and beyond what is normal and customary. Examples of events that may qualify as special use are functions associated with other major events, athletic events, special events held on Track grounds generating a minimum of \$7,500 in revenue, special attractions and/or demonstrations.		

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RECREATION – HARNESS TRACK:

Council Adopted Date	Description	Fee/Charge	Unit
Ground Use			
09/2001	One Infield - without Show Rings	\$150.00	per day
01/2012	One Infield – with Show Rings	\$250.00	per day
01/2012	Two Infields – without Show Rings	\$300.00	per day
01/2012	Two Infields – with Show Rings	\$350.00	per day
07/2017	Special Event Use – One Infield	\$600.00	per day
	Special Event Use – Two Infields	\$1,200.00	per day
Deposits			
01/2004	Grounds Use Clean Up	\$150.00	per rental
01/2004	Show Office Use Clean Up	\$50.00	per rental
01/2007	Stall Reservation	\$100.00	per stall
Standardbred Training (Stall Rental)			
07/2015	Full Season	\$927.00	per stall
07/2015	Monthly (No Proration Allowed)	\$412.00	per stall
Standardbred Training (Other Fees)			
07/2015	Grooms Quarters - Improved	\$206.00	per month
01/2013	Grooms Quarters - Unimproved	\$72.00	per month
07/2015	Grooms Quarters - Prorated	\$7.00	per day
01/2013	Grooms Quarters Cleaning Fee	\$50.00	per room
07/2015	Additional Occupant	\$60.00	per month
02/2009	Manure Pile Removal	\$25.00	per pile
Horse Shows			
01/2001	Manure Pile Removal	\$25.00	per pile
12/2009 01/2011	Impact Fee: Temporary Stalls	\$10.00	per stall, per show per
	Horse not using a stall	\$10.00	day, per horse
01/2012	Paddock Fee	\$25.00	per paddock per show

**VILLAGE OF PINEHURST
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RECREATION – HARNESS TRACK (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Horse Shows (continued)			
01/2015	Stall Clean Out	\$10.00	per stall
01/1997	Vendor/Exhibitor Fee	\$25.00	per vendor/exhibitor
Stall Rental			
Rates are per stall, per weekend, max of 3 nights			
01/2013	Stall Rental (less than 100)	\$40.00	
01/2013	Stall Rental (more than 100)	\$35.00	
01/2013	Tack Stall Rental	\$35.00	
01/2013	Additional Stall Nights over 3 Nights	\$15.00	per stall, per night
Other Fees			
01/1997	Admission/Parking Charge	10% of gate, if admission/parking is charged	
07/2015	Oversize Vehicle Parking (RV)	\$35.00	per night (maximum stay of 7 days)

**VILLAGE OF PINEHURST
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RECREATION – HARNESS TRACK (continued):

Council Adopted Date	
Harness Track Fees and Charges Definitions	
01/2012	<u>Ground Use Fee:</u> To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds. The Village of Pinehurst does not charge Ground Use Fees for general use by the public such as walking, golfing, etc.; Standardbred training; and Resort stable usage. Sponsored/co-sponsored activities by the Village with outside entities will negotiate a usage fee per the discretion of the Parks and Recreation Director. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group. Priority for rentals will be given to individuals or groups requesting use of the Show Rings.
01/1997	<u>Clean Up Deposit:</u> The Village requires all renters of the Harness Track grounds or any office to be used as the Show Office to supply a deposit. The Village of Pinehurst based on whether the facility is left clean by the user may retain all, a portion of, or none of the deposit.
01/2011	<u>Standardbred Fee:</u> Standardbred fees are charged according to the Fee Schedule. Improved Grooms Quarters refer to rooms with direct access to a combination of water/sewer and heat system. Un-Improved Grooms Quarters refer to rooms without access to water/sewer and heating. The Standardbred season is defined as the period from October 15 – May 1. Priority for stall reservations will be given to Full Season stall rentals. Monthly Stall rentals will be available on a first come, first served basis after all Full Season stalls have been assigned. Payments received in full, in advance or upon arrival for all Full Season stalls, will receive a 5% discount.
01/2014	<u>Horse Shows:</u> Horse Shows are charged the Ground Use Fee plus all other applicable charges listed in the Fee Schedule. Overtime hours for staff will be billed at the established rate as per the Village's Service Fee Policy. Fees related to inspections of tents will be waived for all horse shows held on the grounds.
01/1997	<u>Other:</u> Tack Shop, Track Restaurant, Blacksmith Shop, and Trailer Space each have their own lease agreements, which are renewed annually with an adjustment according to the Consumer Price Index (CPI).
07/2017	<u>Special Event Use:</u> To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds for any event or activity not sponsored/co-sponsored by the Village. Examples could include concerts, car shows, large gatherings that will have a significant impact on the facility. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group.

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RECREATION – PARKS and RECREATION:

Council Adopted Date	Description	Fee/Charge	Unit
The fee for all Parks and Recreation programs, events, leagues and athletic events is the same regardless of the age of the participant unless specified otherwise in the Fee Schedule. No Pinehurst resident youth will be denied participation based on their ability to pay.			
01/2015	Non-Resident Family Membership	The cost of this membership is \$60 and is good for one year from the date payment and application are received. It entitles every member of the family (Parents/Children) to register at the Resident rate for all Athletic Events, Athletic Leagues, Classes and Programs.	
01/2016	Outside Group Programs	Outside groups using Village facilities to conduct programs or classes approved by the Village Parks & Recreation Department will remit 10% of all fees collected. There will be no charge for the use of the facilities.	
Athletic Events			
The athletic events fee may be waived for youth at the discretion of the Director of Parks and Recreation.			
01/1997	Team Fee (Resident and Non-Resident)	\$20.00 plus direct costs	per team
01/1997	Individual Fee: Resident	\$5.00 plus direct costs	per individual
01/2011	Non-Resident	Two times the resident fee	per individual
Athletic Leagues			
01/1997	Team Fee: Resident	\$40.00 plus direct costs	per team
12/2008	Non-Resident	\$40.00 plus direct costs plus \$20.00 per non-resident on roster	per team
06/2013	Individual Fee: Resident	\$20.00	per individual
06/2013	Non Resident	\$40.00	per individual

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RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Classes/Programs			
The registration fee may be prorated by the Director of Parks & Recreation for participants who wish to attend after a class has started.			
01/1997	Resident	\$5.00 plus direct costs	per participant
07/2017	Resident – Classes in Recreation Room	\$10.00 plus direct costs	per participant
12/2008	Non-Resident	Two times the resident fee	per participant
Youth Day Camps			
The weekly rates for Youth Day Camps will be calculated and published in the Spring/Summer Program Guide. The deposit will be applied to the weekly rate and the balance of each week reserved is due one week prior to the start of each session.			
The registration fee may be prorated by the Director of Parks & Recreation for participants who wish to attend after a class has started.			
06/2013	Resident	\$10.00 plus direct costs	per participant
12/2008	Non-Resident	One and a half times the resident fee	per participant
12/2007	Deposit	\$25.00	per week reserved
General Fees			
The following fees may apply to all Parks and Recreation Facility Rental unless stated otherwise in the Fees and Charges Schedule.			
06/2013	Admission Charged	10%	gross sales
06/2013	Chairs-(only available on site)	\$1.50 set up by renter \$3.00 set up by Village staff	per chair
06/2013	Tables-on site	\$4.50 set up by renter \$9.00 set up by Village staff	per table
01/2016	Tables-off site (limited quantities)	\$4.50 Resident \$9.00 Non-Resident	per table
06/2013	Vendor/Exhibitor	\$25.00	per vendor/exhibitor
06/2013	Sound System	\$50.00	per event

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Facility Rental			
01/2012	Facility Rental Supervisor	\$25.00 \$10.00	first two hours each additional hour
06/2013	Athletic Facilities: Resident/Non-Profit	\$15.00 \$30.00	per game/hour without lights per game/hour with lights
07/2017	Non-Resident	\$30.00 \$60.00	per game/hour without lights per game/hour with lights
12/2008	Bleachers (Resident and Non-Resident)	\$25.00	per bleacher per day
07/2017	Park Picnic Shelters: Resident/Non-Profit	\$30.00 \$15.00	first three hours each additional hour
07/2017	Non-Resident	\$60.00 \$15.00	first three hours each additional hour
Temporary Use Permits			
01/2015	Application Fee	\$50.00	per event
01/2015	Late Application Fee	\$25.00	per event
01/2015	Bleachers	\$50.00	per unit
01/2015	Greenway Trail Use	\$50.00	per event
01/2015	Post Event Clean Up	\$100.00	per event
01/2015	Street Closure	\$50.00	per barricade point
01/2015	On-site Staffing (three hour minimum)	Duration and number of staff needed will be determined by Director of Parks & Recreation based on size and scope of event. Hourly rates will vary for staff scheduled to work an event.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Rental Fees for Use of Village Parks Rental fees and deposit requirements apply to non-profit organizations whose principal operating office is not within the Village of Pinehurst and to private groups or individuals. The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the grounds. Cancellation of an event results in forfeiture of all or a part of the deposit (90 days or less 100% of the deposit/base fee paid will be retained, 91 days or more 100% of the deposit will be retained, but the base fee will be refunded to the renter). Deposits are refundable if grounds are properly cleaned by the user following the event and no damage to the grounds has occurred.			
Arboretum Lawn The Arboretum lawn is divided into three separate areas available for rent. The Pergola Garden is adjacent to the Assembly Hall, Joyce's Meadow is the large field below the Pergola Garden and the Magnolia Lawn is between the Entrance Structure and Overlook near the intersection of McCaskill and Magnolia Roads.			
If more than one amenity is requested to be used, the package rate will apply per day.			
Timmel Pavilion Only (includes tables and chairs)			
01/2015	Pavilion rental (5 hour maximum): Resident Non-Resident Resident and Non-Resident	\$180.00 \$240.00 \$40.00	first three hours first three hours each additional hour
07/2017	Pavilion rental (full day): Resident Non-Resident	\$750.00 \$1,000.00	per day per day
Grounds Only (includes tables and chairs)			
07/2017	Pergola Garden: Resident Non-Resident	\$500.00 \$650.00	per day
07/2017	Magnolia Lawn: Resident Non-Resident	\$500.00 \$650.00	per day
01/2015	Joyce's Meadow: Resident Non-Resident	\$600.00 \$775.00	per day
01/2015	All Grounds: Resident Non-Resident	\$775.00 \$1,000.00	per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Rental Fees for Use of Village Parks (continued)			
Grounds & Pavilion Rental (includes tables and chairs)			
07/2017	Pergola Garden & Timmel Pavilion: Resident Non-Resident	\$1,100.00 \$1,400.00	per day
07/2017	Magnolia Lawn & Timmel Pavilion: Resident Non-Resident	\$1,100.00 \$1,400.00	per day
07/2017	Joyce's Meadow & Timmel Pavilion: Resident Non-Resident	\$1,100.00 \$1,400.00	per day
07/2017	All Grounds & Timmel Pavilion: Resident Non-Resident	\$1,500.00 \$1,800.00	per day
Staff			
01/2015	Set up/Breakdown crew for tables and chairs	\$200.00	per event
Deposit			
01/2015	Timmel Pavilion only Deposit	\$100.00	per event
07/2017	Multiple Amenities/Venues Deposit	\$200.00 + 50% of applicable base fee	per event
Tufts Memorial Park			
06/2013	Deposit	\$100.00	per event
06/2013	Resident	\$250.00	per day
01/2015	Non-Resident	\$325.00	per day
Special Events			
At the discretion of the Director of Parks and Recreation, a fee may be established for special events based on direct costs.			
01/1997	Resident and Non-Resident	No charge	per participant

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Workshops			
01/1997	Resident	\$5.00	per participant
12/2008	Non-Resident	Two times the resident fee	per participant
Trips			
01/1997	Using Non-Village Owned Vehicle: Resident	\$5.00 plus direct costs	per participant
01/1997	Non Resident	\$10.00 plus direct costs	per participant
01/1997	Using Village Owned Vehicle: Resident	\$5.00 plus direct costs and IRS mileage rate	per participant
01/1997	Non-Resident	\$10.00 plus direct costs and IRS mileage rate	per participant
Other Fees			
12/2008	Overnight Parking (Resident and Non-Resident)	\$2.00	per car per night

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
Parks and Recreation Fees and Charges Definitions In circumstances where demand is expected to exceed supply for classes and programs, Pinehurst residents will receive priority in registration by the establishment of advance registration dates open to Pinehurst residents only. Participants must live, own property, work, or go to school in Moore County. The parent(s) of youth participants must live, own property, work, or go to school in Moore County.	
01/1997	<u>Athletic Events:</u> Sport related programs that are held infrequently and last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there are no facility or logistical limitations).
01/1997	<u>Athletic Leagues:</u> Organized sport related programs that encompass a certain number of teams.
01/1997	<u>Classes:</u> Programs that require more than one meeting time to complete.
12/2007	<u>Day Camp Deposit:</u> Amount due at registration to secure slot for each participant, per session. Deposit is non-refundable.
01/1997	<u>Facility Rental:</u> Fee charged for the use of Village owned property.
01/2012	<u>Facility Supervisor:</u> A person employed by the Parks and Recreation department who is responsible for opening a facility for rental, providing necessary equipment, and locking facility at the conclusion of rental.
01/1997	<u>Indigent Youth:</u> Child under the age of 18 and still enrolled in school who, or whose parents or guardian, are receiving governmental financial assistance.
07/2016	<u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC.
01/1997	<u>Non-Resident:</u> A person who does not reside inside the Village limits of Pinehurst nor who, or whose parents or guardian, pays Village of Pinehurst property taxes.
01/1997	<u>Resident:</u> A person who resides inside the Village limits of Pinehurst or whose parents or guardian, pays Village of Pinehurst Property taxes.
01/1997	<u>Special Events:</u> Programs that are held infrequently, last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there is not facility or logistical limitations).
01/1997	<u>Trips:</u> Organized travel for a specific purpose.
01/1997	<u>Workshops:</u> One-day programs that are limited to a set minimum and maximum.

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
07/2017	Refund Policy
Purpose To adopt a fair and equitable refund policy for all fee based classes, programs, and leagues that allows for sufficient cancellation time for programs with participant deficits. Coverage This policy, upon adoption by the Village Council, shall be applicable to all individuals registered in fee based programs conducted by the Parks and Recreation Department until such time as it is altered, modified, or rescinded by the Village Council. Policy If the department cancels a program, class, activity, or facility reservation, a FULL refund will be issued in the form of a check within two (2) weeks. Once a person or team has registered for a program, class, activity, or league, or has reserved a facility or equipment, NO REFUNDS will be issued to that person or team UNLESS the department receives a request in writing five (5) working days prior to the first scheduled day of the program, class, activity, league action, or reservation. When an individual registrant has cancelled under certain circumstances that qualify the individual for a refund, the refund will be equal to the amount paid by the registrant, less a \$10.00 administrative fee and any non-refundable deposits that may be applicable. When an adult athletic team has canceled under circumstances that qualify the team for a refund, the refund will be 75% of the team's registration fee. The \$20 fee for non-resident team members is not refundable. If a registrant cancels participation in a trip, a full refund, less a \$10.00 administrative fee and any non-refundable deposits, will be issued if the trip is fully subscribed and the registrant's slot is filled. Otherwise, there will be no refund. The Director of Parks and Recreation will determine refunds in any special circumstance not addressed by this policy.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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VILLAGE- WIDE:

Council Adopted Date	
07/2013	
The Village Manager or designee may charge a fee not included in the fee schedule but are deemed appropriate for unique situations. Fees for Co-Sponsored events will be determined by the Village Manager or designee. The Village Manager or designee may waive any fee that is deemed in the best interest of the community.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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ADMINISTRATION:

Council Adopted Date	Description	Fee/Charge	Unit
Other Charges			
01/2016	Paper Copies	\$0.10	per sheet
01/2016	Overtime Costs if overtime is needed to fulfill a public records request promptly	Actual overtime cost	per request
01/2016	Special Service Charge for public records request involving extensive use of IT resources (> 2 hours of staff time)	Actual labor cost	per request
01/2016	Golf Cart Stickers	\$20.00	per cart
03/2004	Municipal Code Copies: Entire Code	\$0.10	per sheet
03/2004	Supplements	\$1.00	per sheet
03/2004	Non-Sufficient Funds (NSF)	\$35.00	per return
12/2007	Late Payment of Code Enforcement Invoices	1.5%	per month on balance unpaid after 30 days
<u>Rental Fees for Use of Village Rooms</u>			
Rental fees and deposit requirements apply to non-profit organizations whose principal operating office is not within the Village of Pinehurst and to private groups or individuals.			
The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility or equipment. Cancellation of an event results in forfeiture of all or a part of the deposit (30 days or less 100% retained, 31 days or more 50% retained). Deposits are refundable if facilities are properly cleaned by the user following the event and no damage to the facilities or the audio visual equipment has occurred.			
A pre-meeting training session with a representative from the IT Department is required prior to utilizing the audio visual equipment for the first time. If IT assistance with the audio visual equipment is needed during the rental period, the Audio visual assistance fee will be charged. The Village Manager has the right to waive the deposit and fee requirement if deemed appropriate.			
12/2007	Deposit – Assembly Hall & Station 91 Conference Room: Audio visual equipment is <u>not</u> utilized	\$100.00	per event
12/2007	Audio visual equipment is utilized	\$200.00	per event
12/2007	Rental Fee – Conference Room: Up to 3 hours: Resident	\$25.00	per event
12/2007	Non-Resident	\$50.00	per event
12/2007	More than 3 hours	\$25.00	per hour

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

ADMINISTRATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
	Rental Fee – Assembly Hall & Station 91 Conference Room:		
12/2007	Up to 3 hours:		
	Resident	\$50.00	per event
12/2007	Non-Resident	\$100.00	per event
12/2007	More than 3 hours	\$25.00	per hour
01/2013	Audio visual assistance	\$50.00	per hour
Reimbursement Fees for Services			
04/1998	Time	Cost of staff used (Salaries & Benefits), plus 10% administrative fee	per hour
04/1998	Equipment	Rates determined by Federal Emergency Management Agency (FEMA)	various
Refer to the FEMA schedule of equipment rates for the rates used to calculate the fee for the use of Village equipment. This schedule can be found at www.fema.gov/rrr/pa/fin_eq_rates.shtm .			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

ENGINEERING:

Council Adopted Date	Description	Fee/Charge	Unit
Inspection Fees			
03/2004	New Roadway (Public and Private)	\$0.75	per lane, per lf
03/2004	Widening of Existing Roadway	\$0.75	per lane, per lf
03/2004	Fire Lanes on Private Property	\$0.40	per lane, per lf
12/2004	Sidewalk and Pathways	\$0.50	per lf
03/2004	Curb Cuts for Driveways	\$50.00	per drive
03/2004	Stormwater Fees	\$0.45 + \$40.00	per lf of pipe plus per structure
03/2004	Lift STOP WORK ORDER and Reinitiate Infrastructure Inspections	\$100.00	per violation
03/2004	Re-Inspection Fees	\$70.00	per hour
Plan Review The base fee for plan review includes 2 draft reviews and 1 mylar signoff. Third and subsequent review fees are for plans that require additional review due to failure to correct deficiencies and incorporate review comments. These fees must be paid in advance of the subsequent reviews being performed.			
03/2004	Single Family Subdivision	\$300.00 + \$100.00	per plan plus per lot
03/2004	Commercial/Multi-Family	\$300.00 + \$100.00	per plan plus per acre
03/2004	Third and Subsequent Review	\$300.00	per review
03/2004	Revision Review after Mylar Signoff	\$100.00	per review
Other Reviews			
12/2004	Flood Study	\$1,000.00	per study
12/2004	Traffic Impact Review	Cost plus 10%	per review

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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FIRE:

Council Adopted Date	Description	Fee/Charge	Unit
Inspection (Non-Residential)			
10/2001	Initial Inspection	No Charge	
01/2013	1 st Re-Inspection	No Charge	
01/2013	2 nd Re-Inspection - Corrections Made	No Charge	
01/2013	2 nd Re-Inspection - No Corrections Made	\$100.00	per inspection
01/2013	3 rd and Subsequent Inspections With No Corrections Made	\$250.00	per inspection
Fire Prevention Permits			
The fees set forth in this section are fixed for the issuance of the permits required by the Fire Prevention Code.			
01/2015	Installation/Additions to Alarm or Sprinkler Systems	\$100.00	first 100 heads/devices \$0.50 per additional device
10/2001	Installation or Removal of AGST (Above Ground Storage Tanks) or UGST (Underground Storage Tanks)	\$50.00	per permit
10/2001	Fireworks Display	\$50.00	per permit
10/2001	Any Other Permits Required but not Listed Above	\$25.00	per permit
Fire Service: Hours for staff and equipment for non-village sponsored events will be billed at the established rate documented in the Administration section of the Fees and Charges Schedule.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
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INFORMATION TECHNOLOGY (IT):

Council Adopted Date	Description	Fee/Charge	Unit
Media Charges			
12/2009	CD/DVD	\$1.00	per disk
Source Charges			
12/2009	Customized GIS Color Maps	\$50.00 plus cost of map	per hour, one hour minimum
12/2009	Data Analysis and Conversion	\$50.00 plus cost of media	per hour, one hour minimum
Color Orthos GIS Maps			
12/2009 ⁴	Copy of already created map up to 8.5 x 11	\$2.00	per map
12/2009 ⁴	Copy of already created map up to 11 x 17	\$6.00	per map
12/2009 ⁴	Copy of already created map up to 17 x 22	\$10.00	per map
12/2009	Copy of already created map up to 22 x 34	\$12.00	per map
12/2009	Copy of already created map up to 34 x 44	\$20.00	per map
12/2009	Copy of already created ORTHO map up to 36 x 48	\$50.00	per map

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

INSPECTIONS:

Council Adopted Date	Description	Fee/Charge	Unit
New Construction and Additions			
03/2004	Residential:		
03/2004	Building	\$0.18	per square foot (sf)
03/2004	Electrical	\$0.06	per sf
03/2004	Mechanical	\$0.05	per sf
03/2004	Plumbing	\$0.05	per sf
03/2004	Insulation	\$0.03	per sf
03/2004	Non-Residential:		
03/2004	Building	\$0.40	per sf
03/2004	Electrical	\$0.07	per sf
03/2004	Mechanical	\$0.07	per sf
03/2004	Plumbing	\$0.07	per sf
03/2004	Insulation	\$0.04	per sf
12/2006	Minimum Fee	\$100.00	per inspection, per trade
03/2004	Compliance Inspection	\$100.00	per inspection, per trade
Change-Outs and Upgrades			
01/2011	Electrical (Residential and Non-Residential):		
03/2004	Change Out and Upgrade	\$50.00	per unit
	Electrical Service Upgrade	\$100.00	per 200 amperage
01/2011	Mechanical (Residential):		
01/2011	Change Out and Upgrade	\$50.00	per unit
	Gas Piping	\$50.00	per unit
03/2004	Mechanical (Non-Residential):		
03/2004	Change Out and Upgrade	\$100.00	per 10 ton
	Gas Piping	\$100.00	per unit
01/2011	Plumbing:		
	Change Out and Upgrade	50.00	per unit
06/2013	Framing:		
06/2013	Residential	\$50.00	per unit
	Non-Residential	\$100.00	per unit
06/2013	Insulation:		
06/2013	Residential	\$50.00	per unit
	Non-Residential	\$100.00	per unit
06/2013	Irrigation:		
06/2013	Residential	\$50.00	per unit
	Non-Residential	\$100.00	per unit

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

INSPECTIONS (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Demolition			
12/2009	Application for Exterior & Interior Demolition	\$100.00	per 1,000 sf
03/2004	Application for Structure Relocation	\$50.00	per application
Other Fees			
03/2004	Application to Lift a STOP WORK ORDER	\$200.00	per application
03/2004	Work Performed Without a Permit	Double permit fee	per violation
03/2004	Siding Installation	\$50.00	per application
01/2011	Temporary Power for HVAC	\$100.00	per unit
01/2011	Misc. Additional Wiring	\$50.00	per unit
01/2011	Home Day Care and Foster Home Inspection	\$100.00	per unit
01/2011	ABC Permit Inspection	\$100.00	per unit
01/2011	Home Health and Day Care	\$100.00	per unit
01/2011	Temporary Pole	\$60.00	per unit
	Application for Mobile Home Permit (includes tie down, electrical, plumbing and HVAC):		
01/2011	Single Wide	\$150.00	per unit
01/2011	Double Wide	\$200.00	per unit
Re-Inspection Fees			
01/2011	First Offense	\$50.00	per unit
03/2004	Second Offense	\$100.00	per inspection
03/2004	Each Time After Second Offense	Double previous fee	per inspection

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

INSPECTIONS (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Special Extra Inspection Fees			
12/2006	Residential	\$50.00	per inspection, per trade
12/2006	Non-Residential	\$100.00	per inspection, per trade
Tents			
01/2011	Residential	\$50.00	per unit
01/2011	Non-Residential	\$100.00	per unit
The Non-Residential tent inspection fee will be waived if the tent is being used for a horse show.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PLANNING:

Council Adopted Date	Description	Fee/Charge	Unit
Amendment Petition			
03/2004	Comprehensive Land Use	\$300.00	per application
03/2004	Pinehurst Development Ordinance	\$400.00	per application
Amendment to the Zoning Map (Rezoning or Conditional Use) – General Use District			
01/2013	Residential – Less than 5 acres	\$250.00 + \$100.00	per application plus per acre
01/2013	Residential – More than 5 acres	\$300.00 + \$100.00	per application plus per acre
01/2013	Non-Residential	\$350.00 + \$100.00	per application plus per acre
01/2013	Overlay	\$300.00 + \$100.00	per application plus per acre
Board of Adjustment			
03/2004	Request for a Variance	\$400.00	per application
01/2013	Appeal of an Administrative Decision	\$400.00	per application
01/2013	Appeal of the Historic Preservation Commission	\$400.00	per application
12/2006	Failure to Appear for Hearing Without Notice	Actual cost	per Court Recorder invoice

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PLANNING (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Documents and Maps			
03/2004	Comprehensive Long Range Plan (paper copy)	\$35.00	per document
03/2004	PDO (paper copy)	\$30.00	per document
12/2007	Zoning Map	\$20.00	per map
Site Plan Approval Site plan approval may require engineering review. When engineering review is needed, the Village will advise the applicant and the applicant will be responsible for paying the engineer's fees and charges. See the Engineering section of the Fees and Charges Schedule for the applicable fees.			
03/2004	Minor Site Plan:		
03/2004	Single Family Home	\$225.00	per application
	Commercial/Multi-Family	\$400.00 + \$100.00	per application plus per acre
03/2004	Major Site Plan	\$600.00 + \$100.00	per application plus per lot
03/2004	Re-review Fee (after second review)	Previous fee	per review
03/2004	Accessory Structure - Residential - All Sides Less Than 12'	\$50.00	per application
01/2011	12' x 12' or greater	\$225.00	per application
01/2013	Small additions 10'X5' or smaller	\$50.00	per application
Special Use Permit			
03/2004	Major Special Use	\$600.00	per application

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PLANNING (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Subdivision of Land			
03/2004	Preliminary Plat – Major Subdivision:		
03/2004	Less than 5 acres	\$300.00 + \$100.00	per application plus per lot
	More than 5 acres	\$600.00 + \$100.00	
03/2004	Final Plat:		
03/2004	Exempt Subdivision	\$25.00	per application
03/2004	Minor Subdivision	\$150.00	per application
03/2004	Major Subdivision	\$150.00 + \$10.00	per application plus per lot
Other Fees			
03/2004	Bulk Heads, Docks on Lakes	\$50.00	per application
03/2004	Change an Address	\$35.00	per application
1/2015	Change a Road Name	\$100.00	per application plus cost of signs
01/2015	Clearing	\$35.00	per permit
03/2004	Decks, Pools, Spas, and Gazebos	\$100.00	per application
03/2004	Driveway	\$50.00	per permit
01/2011	Fences, Walls, Arbors and Patios (using 5' encroachment)	\$50.00	per application
01/2015	Fence Exception	\$400.00	per application
03/2004	Home Occupation	\$50.00	per permit
03/2004	Homeowner's Recovery Fee	\$10.00	per application
<u>07/2017</u>	<u>Mobile Food Vendors</u>	<u>\$50.00</u>	<u>per mobile unit</u>
01/2015	Permanent Sign	\$100.00	per application
12/2005	Propane Tank	\$25.00	per application
01/2015	Return of Sign Removed from Right-of-Way (signs will be stored for a minimum of 5 business days before disposal)	\$25.00	per sign
01/2015	Well	\$50.00	per permit
03/2004	Zoning Certification Letter	\$35.00	per application
03/2004	Zoning Compliance Letter	\$35.00	per application
12/2005	Zoning Compliance Re-Inspection	\$50.00	per application
12/2005	Zoning Use	No Charge	per permit
In addition to the fees and charges for each application or permit, Applicants must comply with all bonding requirements established by the Village of Pinehurst. Bonding requirements can be found in the applicable application packets.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

POLICE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
12/2004	Parking Ticket:		
	Overtime Violation	\$5.00	per ticket
12/2004	Other Parking Violations	\$10.00	per ticket
05/2009	Door-To-Door Peddling, Soliciting, Canvassing Permit	\$10.00	per application
05/2009	Door-To-Door Peddling, Soliciting, Canvassing Special Permit	No Charge	per application
12/2009	Precious Metals Dealer Permit	\$180.00	per application
12/2009	Precious Metals Registered Employee	\$10.00	initial application per employee
		\$3.00	annual renewal per employee
12/2009	Precious Metals Special Occasion Permit	\$180.00	per application

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

PUBLIC SERVICES – SOLID WASTE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
01/2014	Refuse: 48 Gallon Cart	\$48.00	per additional cart
01/2014	64 Gallon Cart	\$50.00	
01/2014	96 Gallon Cart	\$55.00	
01/2016	Recycle: 48 Gallon Cart	\$48.00	per additional cart
01/2014	64 Gallon Cart	\$50.00	
01/2014	96 Gallon Cart	\$55.00	
01/2016	Yard Debris: 48 Gallon Cart	\$48.00	per additional cart
01/2016	96 Gallon Cart	\$55.00	per additional cart
01/2014	Bulk Load Pick Up	\$150.00	first load per trip
01/2014		\$75.00	extra load per trip
*Bulk load pick-up will only be provided to developed lots with established homes. Only one extra load per trip will be allowed.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – FAIR BARN:

Council Adopted Date	Description	Fee/Charge	Unit
Facility Rental			
02/2016	Base Fee Full Day (14 hours or less) *: Resident Non-Resident Non-Profit** Commercial	\$1,375.00 \$1,750.00 \$1,000.00 \$2,000.00	per day
07/2/2017 6	Base Fee Weekday (8 hours or less) *: Resident Non-Resident Non-Profit** Commercial <u>(14 hours or less) *: Commercial</u>	\$785.00 \$1,000.00 \$500.00 \$1,150.00 <u>\$1,725.00</u>	per day
09/2013	Corporate Meeting	\$785.00 \$485.00	greater than 4 hours less than 4 hours
Other Facility Rental Fees			
01/2013	Additional Hours	\$150.00	per hour
*Weekend rental is for Friday – Sunday for a 14 hour rental period. Weekday rental is for Monday-Thursday only within the specified time frame. 8 hour max for weekday events. Additional hours will be billed at \$150/hour. **See Non-Profit definition on Page 16.			
Special Use			
12/2003	Base Fee	Determined with the approval of the Parks & Recreation Director	
Other Fees			
12/2003	Admission Charged (does not apply to non-profit rentals)	10%	gross sales
07/2/2017 03	Cancellation (90 days or less)	100% \$500 + 50% of applicable base fee retained	per deposit
07/2/2017 03	Cancellation (91 days or more)	\$500 + 50 25% of applicable base fee retained	per deposit
02/2009 01/2015 01/2015	Chairs (includes set-up) Resident Non-Resident Commercial	\$1.50 \$3.00 \$3.00	per chair

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
01/2015	Kitchen Cleaning/Trash Removal (including co- sponsored and gratuitous events)	\$150.00	per event
12/2003 02/2009	Dance Floor (21'x24' maximum available): Whole Section	\$300.00 \$5.00	per day per section per day
12/2009	Easels	\$5.00	per easel per day
12/2007	Event Parking	Determined by Event Coordinator	
07/12/2017 03	Deposit (Security/Damage)	\$500.00 + 50% of applicable base fee	per event
09/2013	Corporate Meeting Deposit	\$250.00	per event
01/2015	Holiday Premium **	\$375.00	per day
06/2013	Picnic Tables	\$20.00	per table
12/2009	Pipe & Drape	\$10.00	per section per day
01/2015	Prohibited Items (deducted from deposit)	\$100.00	per event
01/2011	Setup/Breakdown Fee for items used off site	\$200.00	per use
01/2015	Sound System	\$100.00	per event
12/2009	Stage (4'x8' Section)	\$15.00	per section per event
12/2009	Stage (24' x 16' Full)	\$180.00	per event
12/2007	Tables (includes set-up)	\$9.00	per table
12/2003	Vendor/Exhibitor	\$25.00	per vendor/exhibitor
01/2012	Video Projector	\$100.00	per day
01/2011	Video Projector Screen (12' x 12')	\$100.00	per day
** Holiday Premium applies to the following holidays: New Year's Eve, New Year's Day, Martin Luther King Day, Good Friday, Easter Sunday, Memorial Day, July 4, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.			
Fair Barn Fees and Charges Definition			
12/2003	Categories of Renters:		
12/2003	<u>Resident:</u> Non-commercial, private individual that resides or owns property within the corporate limits of the Village of Pinehurst.		
12/2003	<u>Non-Resident:</u> Non-commercial, private individual that does not own property within the corporate limits of the Village of Pinehurst.		
12/2003	<u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC.		

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Fair Barn Fees and Charges Definition			
12/2003 079/20173	Categories of Renters (continued): <u>Commercial:</u> Any individual, sole proprietorship, corporation, business or other entity that does not qualify under any other renter category. <u>Corporate Meeting:</u> Any Commercial or Non-Profit renter using the facility Monday through Friday -Thursday between the hours of 8:00 AM and 5:00 PM. Rates are inclusive of all amenities such as tables and chairs charged under Other Fees in this Schedule.		
The Village of Pinehurst reserves the right to define the renter category based on the usage.			
Other Definitions			
12/2003	<u>Deposit:</u> Amount due in advance to secure reservation of date, adequate clean up following the event and to recover any and all damage costs to the facility. Cancellation of an event results in forfeiture of all or a part of the deposit per the Fee Schedule.		
4207/201703	<u>Base Fee:</u> Minimum charge paid by all renters of the Fair Barn. Base fee must be paid in full at least five -ten business days prior to rental. The Weekday rate applies to any single event that occupies the facility for one day but does not apply to any event held on consecutive days or on Holidays. The Weekday rate applies to any one (1) day rental held on Monday through Thursday, which lasts no more than 8 hours, and rental must be completed and properly cleaned by 8:00 p.m. This time period must include all preparations for caterers, florists, exhibit setup, decorating, etc. and clean up after the event. Weekday rentals that go beyond the specified closing time of 8:00 p.m. will be billed an additional amount equal to the applicable Full Day rate.		
0742/201703	<u>Other Fees:</u> Charges for additional services or equipment provided by the Fair Barn. All other fees associated with a rental must be paid in full at least five -ten business days prior to rental.		
12/2003	<u>Sponsored/Co-Sponsored:</u> Events presented by, or coordinated with, a department of the Village of Pinehurst per the "Village Sponsorship of Events" policy.		
12/2003	<u>Special Use:</u> An event or activity, not sponsored or co-sponsored by the Village of Pinehurst, that, due to its size, scope, timing or other unusual characteristic or requirement, that qualifies as being beyond what is considered a normal and customary use of the facility. Criteria to determine if an event qualifies as a special use may include factors such as number of participants/spectators, economic factors such as estimated revenues and expenses, nature and type of event and extent of work required by the Village Staff that is above and beyond what is normal and customary. Examples of events that may qualify as special use are functions associated with other major events, athletic events, special events held on Track grounds generating a minimum of \$7,500 in revenue, special attractions and/or demonstrations.		

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – HARNESS TRACK:

Council Adopted Date	Description	Fee/Charge	Unit
Ground Use			
09/2001	One Infield - without Show Rings	\$150.00 \$100.00	per day ½ day (4 hrs. max)
01/2012	One Infield – with Show Rings	\$250.00 \$185.00	per day ½ day (4 hrs. max)
01/2012	Two Infields – without Show Rings	\$300.00 \$175.00	per day ½ day (4 hrs. max)
01/2012	Two Infields – with Show Rings	\$350.00 \$250.00	per day ½ day (4 hrs. max)
<u>07/2017</u>	<u>Special Event Use – One Infield</u>	<u>\$600.00</u>	<u>per day</u>
	<u>Special Event Use – Two Infields</u>	<u>\$1,200.00</u>	<u>per day</u>
Deposits			
01/2004	Grounds Use Clean Up	\$150.00	per rental
01/2004	Show Office Use Clean Up	\$50.00	per rental
01/2007	Stall Reservation	\$100.00	per stall
Standardbred Training (Stall Rental)			
07/2015	Full Season	\$927.00	per stall
07/2015	Monthly (No Proration Allowed)	\$412.00	per stall
Standardbred Training (Other Fees)			
07/2015	Grooms Quarters - Improved	\$206.00	per month
01/2013	Grooms Quarters - Unimproved	\$72.00	per month
07/2015	Grooms Quarters - Prorated	\$7.00	per day
01/2013	Grooms Quarters Cleaning Fee	\$50.00	per room
07/2015	Additional Occupant	\$60.00	per month
02/2009	Manure Pile Removal	\$25.00	per pile
Horse Shows			
01/2001	Manure Pile Removal	\$25.00	per pile
12/2009	Impact Fee:		
01/2011	Temporary Stalls	\$10.00	per stall, per show per
	Horse not using a stall	\$10.00	day, per horse
01/2012	Paddock Fee	\$25.00	per paddock per show

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – HARNESS TRACK (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Horse Shows (continued)			
01/2015	Stall Clean Out	\$10.00	per stall
01/2011	Show Ring Incentive Program (promoters participating in incentive program will have tack stall fees waived for five years) (Resolution #10-36)	Waived	five (5) years
01/1997	Vendor/ Exhibitor Fee	\$25.00	per Per vendor/ exhibitor -per show
Stall Rental			
Rates are per stall, per weekend, max of 3 nights			
01/2013	Stall Rental (less than 100)	\$40.00	
01/2013	Stall Rental (more than 100)	\$35.00	
01/2013	Tack Stall Rental	\$35.00	
01/2013	Additional Stall Nights over 3 Nights	\$15.00	per stall, per night
Other Fees			
01/1997	Admission/Parking Charge	10% of gate, if admission/parking is charged	
07/2015	Oversize Vehicle Parking (RV)	\$35.00	per night (maximum stay of 7 days)

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – HARNESS TRACK (continued):

Council Adopted Date	
Harness Track Fees and Charges Definitions	
01/2012	<u>Ground Use Fee:</u> To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds. The Village of Pinehurst does not charge Ground Use Fees for general use by the public such as walking, golfing, etc.; Standardbred training; and Resort stable usage. Sponsored/co-sponsored activities by the Village with outside entities will negotiate a usage fee per the discretion of the Parks and Recreation Director. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group. Priority for rentals will be given to individuals or groups requesting use of the Show Rings.
01/1997	<u>Clean Up Deposit:</u> The Village requires all renters of the Harness Track grounds or any office to be used as the Show Office to supply a deposit. The Village of Pinehurst based on whether the facility is left clean by the user may retain all, a portion of, or none of the deposit.
01/2011	<u>Standardbred Fee:</u> Standardbred fees are charged according to the Fee Schedule. Improved Grooms Quarters refer to rooms with direct access to a combination of water/sewer and heat system. Un-Improved Grooms Quarters refer to rooms without access to water/sewer and heating. The Standardbred season is defined as the period from October 15 – May 1. Priority for stall reservations will be given to Full Season stall rentals. Monthly Stall rentals will be available on a first come, first served basis after all Full Season stalls have been assigned. Payments received in full, in advance or upon arrival for all Full Season stalls, will receive a 5% discount.
01/2014	<u>Horse Shows:</u> Horse Shows are charged the Ground Use Fee plus all other applicable charges listed in the Fee Schedule. Overtime hours for staff will be billed at the established rate as per the Village's Service Fee Policy. Fees related to inspections of tents will be waived for all horse shows held on the grounds.
01/1997	<u>Other:</u> Tack Shop, Track Restaurant, Blacksmith Shop, and Trailer Space each have their own lease agreements, which are renewed annually with an adjustment according to the Consumer Price Index (CPI).
<u>07/2017</u>	<u>Special Event Use: To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds for any event or activity not sponsored/co-sponsored by the Village. Examples could include concerts, car shows, large gatherings that will have a significant impact on the facility. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group.</u>

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION:

Council Adopted Date	Description	Fee/Charge	Unit
The fee for all Parks and Recreation programs, events, leagues and athletic events is the same regardless of the age of the participant unless specified otherwise in the Fee Schedule. No Pinehurst resident youth will be denied participation based on their ability to pay.			
01/2015	Non-Resident Family Membership	The cost of this membership is \$60 and is good for one year from the date payment and application are received. It entitles every member of the family (Parents/Children) to register at the Resident rate for all Athletic Events, Athletic Leagues, Classes and Programs.	
01/2016	Outside Group Programs	Outside groups using Village facilities to conduct programs or classes approved by the Village Parks & Recreation Department will remit 10% of all fees collected. There will be no charge for the use of the facilities.	
Athletic Events			
The athletic events fee may be waived for youth at the discretion of the Director of Parks and Recreation.			
01/1997	Team Fee (Resident and Non-Resident)	\$20.00 plus direct costs	per team
01/1997	Individual Fee: Resident	\$5.00 plus direct costs	per individual
01/2011	Non-Resident	Two times the resident fee	per individual
Athletic Leagues			
01/1997	Team Fee: Resident	\$40.00 plus direct costs	per team
12/2008	Non-Resident	\$40.00 plus direct costs plus \$20.00 per non-resident on roster	per team
06/2013	Individual Fee: Resident	\$20.00	per individual
06/2013	Non Resident	\$40.00	per individual

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Classes/Programs			
The registration fee may be prorated by the Director of Parks & Recreation for participants who wish to attend after a class has started.			
01/1997	Resident	\$5.00 plus direct costs	per participant
07/2017	Resident – Classes in Recreation Room	\$10.00 plus direct costs	per participant
12/2008	Non-Resident	Two times the resident fee	per participant
Youth Day Camps			
The weekly rates for Youth Day Camps will be calculated and published in the Spring/Summer Program Guide. The deposit will be applied to the weekly rate and the balance of each week reserved is due one week prior to the start of each session.			
The registration fee may be prorated by the Director of Parks & Recreation for participants who wish to attend after a class has started.			
06/2013	Resident	\$10.00 plus direct costs	per participant
12/2008	Non-Resident	One and a half times the resident fee	per participant
12/2007	Deposit	\$25.00	per week reserved
General Fees			
The following fees may apply to all Parks and Recreation Facility Rental unless stated otherwise in the Fees and Charges Schedule.			
06/2013	Admission Charged	10%	gross sales
06/2013	Chairs-(only available on site)	\$1.50 set up by renter \$3.00 set up by Village staff	per chair
06/2013	Tables-on site	\$4.50 set up by renter \$9.00 set up by Village staff	per table
01/2016	Tables-off site (limited quantities)	\$4.50 Resident \$9.00 Non-Resident	per table
06/2013	Stage (4'x8' Section)	\$15.00	per section per event
06/2013	Stage (24'x16' Full)	\$180.00	per event
06/2013	Stage Setup/Breakdown	\$200.00	per stage use

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

06/2013	Vendor/Exhibitor	\$25.00	per vendor/exhibitor
06/2013	Sound System	\$50.00	per event

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Facility Rental			
01/2012	Facility Rental Supervisor	\$25.00 \$10.00	first two hours each additional hour
06/2013	Athletic Facilities: Resident/Non-Profit	\$15.00 \$30.00	per game/hour without lights per game/hour with lights
07/6/2017	Non-Resident	\$30.25.00 \$60.50.00	per game/hour without lights per game/hour with lights
12/2008	Bleachers (Resident and Non-Resident)	\$25.00	per bleacher per day
07/6/2017	Park Picnic Shelters: Resident/Non-Profit	\$30.25.00 \$15.00	first three hours each additional hour
07/6/2017	Non-Resident	\$60.50.00 \$15.00	first three hours each additional hour
Temporary Use Permits			
01/2015	Application Fee	\$50.00	per event
01/2015	Late Application Fee	\$25.00	per event
01/2015	Bleachers	\$50.00	per unit
01/2015	Greenway Trail Use	\$50.00	per event
01/2015	Post Event Clean Up	\$100.00	per event
01/2015	Street Closure	\$50.00	per barricade point
01/2015	On-site Staffing (three hour minimum)	Duration and number of staff needed will be determined by Director of Parks & Recreation based on size and scope of event. Hourly rates will vary for staff scheduled to work an event.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Rental Fees for Use of Village Parks Rental fees and deposit requirements apply to non-profit organizations whose principal operating office is not within the Village of Pinehurst and to private groups or individuals. The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the grounds. Cancellation of an event results in forfeiture of all or a part of the deposit (90 30 days or less 100% <u>of the deposit/base fee paid will be</u> retained, 91 34 days or more <u>100</u> 50% <u>of the deposit will be</u> retained, <u>but the base fee will be refunded to the renter</u>). Deposits are refundable if grounds are properly cleaned by the user following the event and no damage to the grounds has occurred. Arboretum Lawn The Arboretum lawn is divided into three separate areas available for rent. The Pergola Garden is adjacent to the Assembly Hall, Joyce's Meadow is the large field below the Pergola Garden and the Magnolia Lawn is between the Entrance Structure and Overlook near the intersection of McCaskill and Magnolia Roads. If more than one amenity is requested to be used, the package rate will apply per day.			
Timmell Pavilion Only (includes tables and chairs)			
01/2015	Pavilion rental (<u>5 hour maximum</u>): Resident Non-Resident Resident and Non-Resident	\$180.00 \$240.00 \$40.00	first three hours first three hours each additional hour
<u>07/2017</u>	<u>Pavilion rental (full day):</u> <u>Resident</u> <u>Non-Resident</u>	<u>\$750.00</u> <u>\$1,000.00</u>	<u>per day</u> <u>per day</u>
Grounds Only (includes tables and chairs)			
07/2017 <u>5</u>	Pergola Garden: Resident Non-Resident	\$500 <u>450</u> .00 \$650 <u>600</u> .00	per day
07/2017 <u>5</u>	Magnolia Lawn: Resident Non-Resident	\$500 <u>350</u> .00 \$650 <u>450</u> .00	per day
01/2015	Joyce's Meadow: Resident Non-Resident	\$600.00 \$775.00	per day
01/2015	All Grounds: Resident Non-Resident	\$775.00 \$1,000.00	per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Rental Fees for Use of Village Parks (continued)			
Grounds & Pavilion Rental (includes tables and chairs)			
07/4/2017 5	Pergola Garden & Timmel Pavilion: Resident Non-Resident	\$900 <u>\$1,100</u> .00 \$1,200 <u>\$1,400</u> .00	per day
07/4/2017 5	Magnolia Lawn & Timmel Pavilion: Resident Non-Resident	\$900 <u>\$1,100</u> .00 \$1,200 <u>\$1,400</u> .00	per day
07/4/2017 5	Joyce's Meadow & Timmel Pavilion: Resident Non-Resident	\$900 <u>\$1,100</u> .00 \$1,200 <u>\$1,400</u> .00	per day
07/4/2017 5	All Grounds & Timmel Pavilion: Resident Non-Resident	\$1,200 <u>\$1,500</u> .00 \$1,600 <u>\$1,800</u> .00	per day
Staff			
01/2015	Set up/Breakdown crew for tables and chairs	\$200.00	per event
Deposit			
01/2015	Timmel Pavilion only Deposit	\$100.00	per event
07/4/2017 5	Multiple Amenities/Venues Deposit	\$200.00 + 50% of applicable base fee	per event
Tufts Memorial Park			
06/2013	Deposit	\$100.00	per event
06/2013	Resident	\$250.00	per day
01/2015	Non-Resident	\$325.00	per day
Special Events			
At the discretion of the Director of Parks and Recreation, a fee may be established for special events based on direct costs.			
01/1997	Resident and Non-Resident	No charge	per participant

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Workshops			
01/1997	Resident	\$5.00	per participant
12/2008	Non-Resident	Two times the resident fee	per participant
Trips			
01/1997	Using Non-Village Owned Vehicle: Resident	\$5.00 plus direct costs	per participant
01/1997	Non Resident	\$10.00 plus direct costs	per participant
01/1997	Using Village Owned Vehicle: Resident	\$5.00 plus direct costs and IRS mileage rate	per participant
01/1997	Non-Resident	\$10.00 plus direct costs and IRS mileage rate	per participant
Other Fees			
12/2008	Overnight Parking (Resident and Non-Resident)	\$2.00	per car per night

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
Parks and Recreation Fees and Charges Definitions In circumstances where demand is expected to exceed supply for classes and programs, Pinehurst residents will receive priority in registration by the establishment of advance registration dates open to Pinehurst residents only. Participants must live, own property, work, or go to school in Moore County. The parent(s) of youth participants must live, own property, work, or go to school in Moore County.	
01/1997	<u>Athletic Events:</u> Sport related programs that are held infrequently and last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there are no facility or logistical limitations).
01/1997	<u>Athletic Leagues:</u> Organized sport related programs that encompass a certain number of teams.
01/1997	<u>Classes:</u> Programs that require more than one meeting time to complete.
12/2007	<u>Day Camp Deposit:</u> Amount due at registration to secure slot for each participant, per session. Deposit is non-refundable.
01/1997	<u>Facility Rental:</u> Fee charged for the use of Village owned property.
01/2012	<u>Facility Supervisor:</u> A person employed by the Parks and Recreation department who is responsible for opening a facility for rental, providing necessary equipment, and locking facility at the conclusion of rental.
01/1997	<u>Indigent Youth:</u> Child under the age of 18 and still enrolled in school who, or whose parents or guardian, are receiving governmental financial assistance.
07/2016	<u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC.
01/1997	<u>Non-Resident:</u> A person who does not reside inside the Village limits of Pinehurst nor who, or whose parents or guardian, pays Village of Pinehurst property taxes.
01/1997	<u>Resident:</u> A person who resides inside the Village limits of Pinehurst or whose parents or guardian, pays Village of Pinehurst Property taxes.
01/1997	<u>Special Events:</u> Programs that are held infrequently, last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there is not facility or logistical limitations).
01/1997	<u>Trips:</u> Organized travel for a specific purpose.
01/1997	<u>Workshops:</u> One-day programs that are limited to a set minimum and maximum.

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
0712/2017 08	Refund Policy
Purpose To adopt a fair and equitable refund policy for all fee based classes, programs, and leagues that allows for sufficient cancellation time for programs with participant deficits. Coverage This policy, upon adoption by the Village Council, shall be applicable to all individuals registered in fee based programs conducted by the Parks and Recreation Department until such time as it is altered, modified, or rescinded by the Village Council. Policy If the department cancels a program, class, activity, or facility reservation, a FULL refund will be issued in the form of a check within two (2) weeks. Once a person or team has registered for a program, class, activity, or league, or has reserved a facility or equipment, NO REFUNDS will be issued to that person or team UNLESS the department receives a request in writing five (5) working days prior to the first scheduled day of the program, class, activity, league action, or reservation. When an individual registrant has cancelled under certain circumstances that qualify the individual for a refund, the refund will be equal to the amount paid by the registrant, less a \$105.00 administrative fee and any non-refundable deposits that may be applicable. When an adult athletic team has canceled under circumstances that qualify the team for a refund, the refund will be 75% of the team's registration fee. The \$20 fee for non-resident team members is not refundable. If a registrant cancels participation in a trip, a full refund, less a \$105.00 administrative fee and any non-refundable deposits, will be issued if the trip is fully subscribed and the registrant's slot is filled. Otherwise, there will be no refund. The Director of Parks and Recreation will determine refunds in any special circumstance not addressed by this policy.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2017**

VILLAGE- WIDE:

Council Adopted Date	
07/2013	
The Village Manager or designee may charge a fee not included in the fee schedule but are deemed appropriate for unique situations. Fees for Co-Sponsored events will be determined by the Village Manager or designee. The Village Manager or designee may waive any fee that is deemed in the best interest of the community.	