PLANNING AND ZONING BOARD
REGULAR MEETING
THURSDAY, OCTOBER 06TH, 2022
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM

Board Members Present:	**Board Members Absent:**	**Staff Present:**
Jack Farrell, 1st Vice-Chair	Jeramy Hooper, Chair	Alex Cameron, Planning Supervisor
Julia Latham, 2nd Vice-Chair	Phillip Shumaker	Alfred Cassidy, Senior Planner
David Alzamora	Matt Jones	Maria Carpenter, Planner
Sonja Rothstein	Paul Roberts	Shannon Konstantinou, Clerk to the Board
Louise Mercuro		Lori Hercules, IT Technician

Approximately 3 member(s) of the public in attendance.

I. Call to Order

Mr. Farrell called the meeting to order at 03:59 PM; confirmed a quorum was present; noted the absence of Mr. Hooper, Mr. Roberts, Mr. Shumaker, and Mr. Jones; asked the Board to introduce themselves; introduced Staff; and explained the purpose of this meeting. Mr. Farrell noted the shortened length of the meeting due to the schedule availability of Board members.

II. Approval of Minutes

A. 09-01-2022 Regular Meeting Minutes

Mr. Alzamora moved to approve the minutes of the September 01st, 2022 Regular Meeting. Seconded by Ms. Mercuro. Approved by a vote of 4-0.

B. 09-06-2022 Special Meeting Minutes

Mr. Alzamora moved to approve the minutes of the September 06th, 2022 Special Meeting. Seconded by Ms. Mercuro. Approved by a vote of 4-0.

C. 09-28-2022 Special Meeting Minutes

Mr. Alzamora moved to approve the minutes of the September 28th, 2022 Special Meeting. Seconded by Ms. Mercuro. Approved by a vote of 4-0.

Ms. Mercuro moved to recess the Regular Meeting and enter the Public Hearing. Seconded by Mr. Alzamora. Approved by a vote of 4-0.

III. Public Hearing No. 1 – Livestock Text Amendment

The purpose of the public hearing is to discuss text amendments to the Pinehurst Development Ordinance (PDO) to address the use of land for keeping, grazing,

feeding, or breeding of livestock as a primary or accessory use. These proposed amendments would affect the following sections of the PDO:

- *Section 8.5 Table of Permitted and Special Uses and Special Requirements*
- *Section 10.2 Definitions.*

Mr. Farrell introduced Mr. Cassidy, Senior Planner, who began review of a PowerPoint presentation outlining the proposed text amendments to the PDO.

Mr. Farrell asked the Board if any clarifications were needed from Staff. The Board and Staff discussed the intention behind the amendments, the areas where livestock is allowed currently and if there was any change to this as a result of the amendments, and enforcement of the ordinance.

Mr. Farrell asked if any members of the public wished to speak. None wished to speak.

Mr. Alzamora moved to adjourn the Public Hearing and re-enter the Regular Meeting. Seconded by Ms. Mercuro. Approved by a vote of 4-0.

The Board discussed backyard chickens being part of the ordinance and where chickens are allowed.

Ms. Mercuro moved the Planning and Zoning Board recommend the Pinehurst Village Council approve the proposed amendments to Sections 8.5 and 10.2. Seconded by Mr. Alzamora. Approved by a vote of 4-0.

Mr. Alzamora moved the Planning and Zoning Board adopt the Statement of Consistency and authorize its Chair to execute the document as the proposed text amendments are consistent with the Village of Pinehurst 2019 Comprehensive Plan. Achieving goals in accordance with the Comprehensive Plan are considered reasonable and are in the best interest of the public. Seconded by Ms. Rothstein. Approved by a vote of 4-0.

IV. Discuss Village Place Form Based Code

Continued discussion of the development of the Form Based Code for Village Place. No official action will be taken by the Board.

The continuation of the discussion on Form Based Code for Village Place was postponed to a later meeting due to the absence of many Board members.

The Board and Staff discussed trying to schedule Special Meetings ahead of the November Regular Meeting to discuss Form Based Code for Village Place, the Board receiving Doodle Poll notices regarding availability, and the possible venues for Special Meetings being limited to Assembly Hall or the Council Conference Room due to the need for recording and streaming equipment.

V. Next Meeting Date
11-03-2022 Regular Meeting

VI. Motion to Adjourn
Mr. Alzamora moved to adjourn the Regular Meeting. Seconded by Ms. Mercuro. Approved by a vote of 4-0 at 04:20 PM.

Respectfully Submitted,

Shannon Konstantinou
Clerk to the Board &
Planning Administrative Specialist
Village of Pinehurst
A videotape of this meeting is located on the Village website: www.vopnc.org.

The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.
Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.
Values: Service, Initiative, Teamwork, and Improvement.

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PLANNING AND ZONING BOARD
SPECIAL MEETING
MONDAY, OCTOBER 24TH, 2022
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM

Board Members Present:	**Board Members Absent:**	**Staff Present:**
Jeramy Hooper, Chair	Paul Roberts	Darryn Burich, Planning Director
Jack Farrell, 1st Vice-Chair	Matt Jones	Alex Cameron, Planning Supervisor
Julia Latham, 2nd Vice-Chair	Louise Mercuro	Alfred Cassidy, Senior Planner
David Alzamora		Maria Carpenter, Planner
Phillip Shumaker		Shannon Konstantinou, Clerk to the Board
Sonja Rothstein		Josh Dockery, IT Technician

Approximately 3 member(s) of the public in attendance.

I. Call to Order

Mr. Hooper called the meeting to order at 04:04 PM, confirmed a quorum was present, asked the Board to introduce themselves, introduced Staff, and explained the purpose of this meeting.

Mr. Hooper noted the expected late arrival of Mr. Alzamora who arrived to the meeting at 04:31 PM.

II. Discuss Village Place Form Based Code

Work Session to discuss development of the Form Based Code for Village Place. As a Work Session, no official action will be taken by the Board.

The Board and Staff reviewed Section 2.0 Site Design and Table 9.2a of the Village Place Form Based Code proposal. Mr. Burich stated this section of the proposal is where the lot standards are outlined and achieved, and discussed the goals for the meeting.

The Board and Staff reviewed the subsections of Section 2.0 titled: Overview, Lot Standards, Regulating Plan, Mixed Use / Commercial Rear-Loaded Lots, Live Work Rear-Loaded Lots, Single Family Attached (SFA) Rear-Loaded Lots, Single Family Detached (SFD) Cottage Rear-Loaded Lots, Single Family Detached (SFD) Manor Rear-Loaded Lots, Single-Family Detached (SFD) Villa Front-Loaded Lots, Detail Plan, and Corner Lot and Front Elevation Standards.

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The Board and Staff reviewed 9.2a Table of Dimensional Requirements, which outlines the zoning for the Village Place area. Mr. Burich clarified the symbols seen in certain sections of the table and where the symbol legend is found. Mr. Burich highlighted areas that demonstrate the difference in Form Based Code requirements to the standard Regulating Plan requirements.

III. Next Meeting Date

11-03-2022 Regular Meeting

The Board and Staff discussed further work on the Village Place Form Based Code being the meeting topic.

Mr. Hooper announced Mr. Shumaker's departure from the Board and thanked Mr. Shumaker for his service to the Village.

IV. Motion to Adjourn

Mr. Farrell moved to adjourn the Special Meeting. Seconded by Ms. Latham. Approved by a vote of 5-0 at 05:50 PM.

Respectfully Submitted,

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

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Section 3.8 Conflict of Interest

3.8.1 Village Council

(A) A Council member shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. A governing board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.

(B) Members of any board exercising quasi-judicial functions pursuant to this Chapter shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.

(Ord. 21-12, passed 07-27-2021)

3.8.2 Appointed Board

(A) Members of appointed boards, including but not limited to the Planning and Zoning Board, Board of Adjustment and Historic Preservation Commission, shall not vote on any advisory or legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the board member has a close familial, business, or other associational relationship.

(B) Members of any board exercising quasi-judicial functions pursuant to this Chapter shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.

(Ord. 21-12, passed 07-27-2021)

3.8.3 Staff

(A) No staff member shall make a final decision on an administrative decision required by this Chapter if the outcome of that decision would have a direct, substantial, and readily identifiable financial impact on the staff member or if the applicant or other person subject to that decision is a person with whom the staff member has a close familial, business, or other associational relationship. If a staff member has a conflict of interest under this section, the decision shall be assigned to the supervisor of the staff person or such other staff person as may be designated by the supervisor.

(B) No staff member shall be financially interested or employed by a business that is financially interested in a development subject to regulation under this Chapter unless the staff member is the owner of the land or building involved. No staff member or other individual or an employee of a company contracting with a local government to provide staff support shall engage in any work that is inconsistent with his or her duties or with the interest of the local government, as determined by the local government.

(Ord. 21-12, passed 07-27-2021)

Organizations in Which Volunteer Currently Serves, Directly or Indirectly

(Provide name of organization/entity, and primary endeavor)

Organization/Entity: _____

Position: _____

Primary Endeavor: _____

Organization/Entity: _____

Position: _____

Primary Endeavor: _____

Organization/Entity: _____

Position: _____

Primary Endeavor: _____

Organization/Entity: _____

Position: _____

Primary Endeavor: _____

Affirmed by: _____ Date: _____

Print name:

Position: Planning & Zoning Board and Board of Adjustment

Witnessed by: _____ Date: _____

Print name: _____

Declaration of Potential Conflicts of Interest

(Describe circumstances i.e. enterprise, family member, relationship or possible conflict with the Village of Pinehurst)

_____

_____

_____

_____

_____

_____

_____

_____

_____

Affirmed by: _____ Date: _____

Print name:

Position: Planning & Zoning Board and Board of Adjustment

Witnessed by: _____ Date: _____

Print name: _____

	VILLAGE OF PINEHURST **STANDARD PROCEDURE**
SUBJECT: **Ethics Policy**	Effective Date: August 1, 2013
Department: Administration	Policy No.: AD - 150
Prepared by: Administration	Revised: November 1, 2015
Approved by: Village Manager	# of Pages: 7

I. PURPOSE

This purpose of this Ethics Policy is to establish a policy to promote and demand the highest standards of ethics from the Village of Pinehurst workforce and to provide guidance on specific ethical topics.

The foundation of government depends upon public trust and confidence. It is the responsibility of government officials and employees to perform their job in a manner that fosters this public trust by providing quality service, selfless loyalty, and fair dealing. Municipal government requires its workforce to be respectful, impartial and accountable to its citizens and avoid conflicts of interest or use of position for personal gain.

To ensure Village of Pinehurst citizens can have complete confidence in the integrity of Village government, each Village employee and volunteer shall respect and adhere to these standards of ethical conduct.

II. DEFINITIONS

As used in this code of ethics, the following terms have the meanings indicated unless the context clearly requires a different meaning or a different definition is adopted for a particular provision.

1. Citizen - Any member of the general public not employed by the Village of Pinehurst.
2. Employee - Any paid or reserve employee of the Village who is not an elected official.
3. Gift – Anything that has monetary value (e.g. gratuity, discount, entertainment, hospitality) given by or received from a prohibited source.

4. Harassment - Includes, but is not limited to, slurs, jokes, derogatory comments, cartoons, pranks and other verbal, graphic or physical conduct relating to an individual's race, color, disability, religion, sex, national origin, age, veteran's status or other protected characteristic.
5. Outside employment – Any employment external to the Village, including self-employment
6. Supervisor - Any employee who has been granted, by the Village, authority to oversee the activities of other employees.
7. Volunteer - Any individual appointed by the Village Council to serve on a board, commission, or committee.

III. POLICY

This policy applies to all individuals employed by the Village of Pinehurst and volunteers (as defined above), unless otherwise addressed by a more restrictive federal, state, or departmental policy.

Standards of Conduct

These standards are established pursuant to the Village of Pinehurst's Employee Handbook and should be referred to for any applicable employee guidelines. Employees should also rely on ethics policies of their individual professional organization when applicable.

1. **Conflicts of Interest** Village employees and volunteers are prohibited from engaging in any conduct that could reflect unfavorably upon the Village of Pinehurst. Employees and volunteers must avoid any action that may result in or create the impression of using public office or position for private gain, giving preferential treatment to any person, or losing impartiality in conducting Village business.

   Conflicts of interest involve:

   (a) Gifts, gratuities, and rebates. Employees and volunteers are expected to make decisions which are in the best interests of the Village. To prevent a potential or perceived conflict of interest, no employee, volunteer, nor members of their family, may solicit or accept any gift, favor, or thing of value that may tend to influence the workforce in the discharge of official duties or influence an employee or volunteer to grant an improper favor, service, or thing of value. This is not intended to prevent a gift to an employee who would be permitted to accept such gift under G.S. 138A-32, or the gift and receipt of honorariums for participating in meetings, advertising items or souvenirs of nominal value, or meals furnished at banquets.

Employees and volunteers, or their family members, should not offer or accept any kickbacks, rebates, cash or anything of value to or from any representative of a vendor, customer or potential customer, supplier, financial institution or similar entity. Such practices are not only unethical but are, in many cases, illegal and considered taxable income. If a rebate is issued by a vendor, it should be used to offset the cost of future Village purchases from that vendor.

If a gift is received and impossible to return, the gift should be given to the Human Resources office for disposal as anonymous door prizes at an employee picnic, party, or other employee function; provided, however, on occasion, citizens make gifts to groups of employees in gratitude for service. Such gifts are not deemed to be of the nature that would impact or appear to impact discretion and may be accepted by such groups of employees so long as they are collectively shared. The appropriate Department Head shall file, within ten (10) days of receipt of any such group gift, a written statement with the Human Resources Director identifying the gift and donor.

(b) Extraneous Fees. Village employees or volunteers will not accept any extraneous fee for work performed on behalf of the Village.

(c) Outside Employment. Employees may not engage in other outside employment that interferes with proper and effective job performance as a Village employee or that may be considered a conflict of interest, or may subject the Village, in the opinion of the Village Manager, to any form of public criticism or embarrassment. Employees may not use their jobs with the Village to further their interests on the second job. No employee shall engage in any business other than his/her regular duties during working hours.

Upon notification to, at the discretion of, and with written approval of the Department Head, an employee may engage in other outside employment. Employees are required to complete an "OUTSIDE EMPLOYMENT REQUEST" form and secure the appropriate approvals prior to beginning supplemental employment. Police officers are required to complete a "SECONDARY POLICE EMPLOYMENT" form and secure the appropriate approvals prior to beginning supplemental employment.

(d) Impartiality. Every employee and volunteer shall perform his/her duties with impartiality and without prejudice or bias for the benefit of all citizens of the Village of Pinehurst. No Village employee or volunteer may grant or make available to any person any consideration, treatment, advantage or favor beyond that which is the general practice to grant or make available to all citizens. Village employees and volunteers must refrain from securing special privilege or exemption for themselves or their relatives beyond that which would be available to all citizens.

Village employees and volunteers may not exercise discretion relative to any matter that affects, or that would lead a reasonable person to infer that it affects, a personal interest, defined as any financial, ownership or employment interest, without disclosing the personal interest before the exercise, when possible, to his or her immediate supervisor.

Employees and volunteers are expected to maintain impartial relationships with all vendors and suppliers. Care must be exercised to avoid even the appearance of special influence being exerted on behalf of a vendor or supplier due to personal relationships.

2. **Misuse of Public Assets** Certain employees and volunteers of the Village of Pinehurst are charged with the receipt, safekeeping, transfer or disbursement of public money in the course of their duty. No concise written policy can cover every ethical or legal issue that may arise. A good foundation for ethical behavior consists of individual conscience, common sense, good judgment, and compliance with governmental laws and regulations.

   (a) Public Equipment. All Village owned property and assets are to be used solely for the benefit of the public. No Village employee or volunteer shall request, use or permit the use of any publicly owned property, vehicle, equipment, labor, service, or supplies (new, surplus, scrap, or obsolete) for the personal convenience of advantage of the employee, volunteer, or any other person except for that use which is generally available to the public. Improper or unauthorized use of publicly owned property or removal of equipment, tools, supplies or materials, is not only an ethical violation but may also be a violation of the law.

   (b) Public Funds. No Village employee or volunteer without authority of law, shall appropriate any portion of monies designated to be paid to the Village of Pinehurst or on behalf of the Village of Pinehurst to his own use or to the use of another. Nor shall any Village employee or volunteer knowingly alter, falsify, conceal, destroy, obliterate, or make a false entry or erasure in an account with the intent to defraud or deceive the Village of Pinehurst.

   (c) Payroll. No Village employee shall attempt to defraud the Village of Pinehurst by making false entries to payroll time sheets, cards, or request compensation for time not worked.

   (d) Technology Resources. Employees agree to adhere to the Village's Electronic Communication and Use Policy as it relates to technology resources.

3. **Confidential Information** Members of the public have a right to security and privacy, and information obtained about them must not be improperly divulged. Whenever an employee or volunteer sees, hears, or learns information which

is of a confidential nature, it will be kept secret, unless the performance of duty or legal provision requires otherwise.

The Village of Pinehurst recognizes and makes every effort to comply with federal and state laws. There may be times where certain records or information may need to remain confidential, such as Police, medical, and personnel information, in accordance with federal or state laws.

NC General Statute 133.32 provides that, during a person's employment or service with the Village and for two years thereafter, no Village employee may disclose or use confidential information without appropriate authorization.

Each employee and volunteer is required to adhere to the following:

(a) A Village employee or volunteer shall not use his/her position to obtain official information about any person or entity for any purpose other than the performance of official duties.

(b) No employee or volunteer shall, without proper authorization, disclose confidential information concerning the property, government, or affairs of the Village.

(c) Employees or volunteers must not use privileged information for their own financial advantage or to provide friends and acquaintances with financial advantages or with information that could be used for financial advantage.

(d) Each employee and volunteer is charged with the responsibility of ensuring that he or she releases only information that should be made available to the general public.

4. **Harassment** It is the Village's policy that employees and volunteers have the right to be free from harassment on the job from co-workers, managers, and others because of the individual's race, color, sex, religion, gender, national origin, age, disability, veteran's status, or other protected class. Harassment, of any employee or volunteer by management, supervisor, employee, volunteer, contractor, vendor, customer or visitor in any form, is prohibited.

(a) Sexual Harassment. While it is not easy to precisely define sexual harassment, examples of prohibited behavior include unwelcome sexual advances, requests for sexual favors, unwelcome or offensive touching and/or other verbal, visual or physical conduct of a sexual nature where:

- Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment or volunteer service, or
- Submission to or rejection of such conduct by an individual is used as a basis for employment or appointment decisions affecting such individual, or

- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

(b) Hostile Work Environment Harassment. Harassment can also include unwelcome joking, teasing, or other conduct directed toward a person because of a protected characteristic which is sufficiently severe or pervasive to create an unprofessional and hostile working environment and is prohibited. This type of harassment applies to situations where race, color, religion, national origin, age, disability, veteran's status or other protected characteristics are involved.

IV. PROCEDURES

The following procedures will be followed for reporting, investigating, and disciplining violations of this ethics policy:

1. **Reporting Possible Violations**. A Village employee or volunteer who has knowledge of a violation of any of the provisions of this Ethics Policy shall report this violation as provided below within a reasonable time after the person has knowledge of a violation. A Village employee or volunteer shall not delegate to, or rely on, another person to make the report.

   To report possible violations, an employee or volunteer may, without fear of retaliation, contact his/her immediate supervisor, Department Head, Director of Human Resources, or the Village Manager. To ensure the matter is properly documented and investigated, the reporting employee or volunteer shall provide as many facts and details as possible in writing.

   All reports of violations of this policy must be provided to the Village's Human Resources Director, who is responsible for monitoring and evaluating Village-wide compliance with this policy.

2. **Investigation of Possible Violations.** The Village of Pinehurst will treat each report seriously and any individual who reports or participates in an investigation of a report of a violation shall not be retaliated against. However, knowingly submitting a false complaint will subject an employee to discipline up to and including termination, which will be administered based on guidelines of the Village of Pinehurst Employee Handbook.

   (a) Upon receiving a complaint, the Village will promptly conduct a thorough investigation in consultation with the Human Resources Department. It is the obligation of all employees and/or volunteers to cooperate in such an investigation. The Human Resources Director will keep the Village Manager appropriately informed of any investigation regarding possible violations of this policy.

(b) Those responsible for the investigation will maintain the confidentiality of the allegations of the complaint and the identity of the persons involved, subject to the need to conduct a full and impartial investigation, remedy any violations of the Village's policies, or monitor compliance with or administer the Village's policies.

(c) The investigation generally will include, but will not be limited to, discussion with the complaining employee (unless the complaint was submitted on an anonymous basis), or the reporting party.

(d) In the event that an investigation establishes that an employee or volunteer has engaged in conduct or actions constituting a violation of this policy, the Village will take immediate and appropriate corrective action up to and including termination of the employee's employment, based on guidelines of the Village of Pinehurst Employee Handbook, or removal from the volunteer board, commission, or committee.

3. **Corrective Action**. In addition to any other penalty as provided by the law, appropriate disciplinary action, up to and including termination, will be administered based on guidelines of the Village of Pinehurst Employee Handbook. Corrective action will be taken against any employee who violated this policy, retaliates against another employee or volunteer for reporting a possible violation of this policy, or deliberately makes a false report against another employee or volunteer. Any volunteer who violates this policy, retaliates against another employee or volunteer for reporting a possible violation of this policy, or deliberately makes a false report against another employee or volunteer is subject to removal from the volunteer role.

V. ACKNOWLEGEMENT AND AGREEMENT TO ADHERE TO TERMS OF THE POLICY

All Village employees and volunteers will agree to abide by the terms of this Ethics Policy on an annual basis.

Approved by:

Angela M Kantor — 10-29-2015

Policy Committee Chair — Date

Jeffrey L Sluter — 10/30/15

Village Manager — Date

Village of Pinehurst
Ethics Policy
Employee Acknowledgement

I have read and understand the Village of Pinehurst Ethics Policy and my responsibilities as an employee regarding it. I have received a copy of the Ethics Policy.

Printed Name:_____ Date: _____

2023 PLANNING AND ZONING BOARD / BOARD OF ADJUSTMENTS SCHEDULE

BOARD/COMMITTEE	FREQUENCY	LOCATION	TIME	DATES	
PLANNING AND ZONING BOARD BOARD OF ADJUSTMENTS (FOLLOWING P&Z AS NEEDED)	1st Thursday	Assembly Hall	4:00 PM	1/5/23 2/2/23 3/2/23 4/6/23 5/4/23 6/1/23	7/6/23 8/3/23 9/7/23 10/5/23 11/2/23 12/7/23

RULES OF PROCEDURE

PLANNING AND ZONING BOARD
VILLAGE OF PINEHURST, NORTH CAROLINA

I. GENERAL RULES

The Planning and Zoning Board shall be governed by the terms of Chapter 160A, Article 19, Part 3 of the General Statutes of North Carolina and the Village of Pinehurst Development Ordinance (the "PDO").

II. OFFICERS AND DUTIES

A. **Chairperson ("Chair").** A Chairperson shall be appointed by the Village Council. The Chair shall decide on all points of order and procedure, subject to the rules herein, unless directed otherwise by a majority of the Board in session at the time. The term of office for the Chair shall be as set by Village Council or until a new Chairperson is named by the Village Council. The Chair may make no motions or second motions made by others and will vote only when required to break a tie.

B. **Vice Chairperson(s) ("Vice Chairs").** Two Vice Chairpersons shall be elected by the Board from its members and subject to the same term limits as the Chair. The senior (first elected) Vice Chair present shall serve as Acting Chair in the Chairperson's absence and at such times shall have the same powers and duties as the Chair.

C. **Powers.** The presiding officer (Chair or Vice Chair) shall have the following powers:

1. With the Board's informal consent, to amend the meeting's agenda
2. To rule motions in or out of order, including any motion patently offered for obstructive or dilatory purposes;
3. To determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks and to entertain and rule on objections from other members on this ground;
4. To entertain and answer questions of parliamentary law or procedure;
5. To call a brief recess at any time;
6. To continue a meeting to a future date and,
7. To adjourn in an emergency.

III. RULES OF CONDUCT FOR MEMBERS

A. The Chair may recommend to Village Council that members of the Board be removed for good cause shown, including violation of the rules stated below or in accordance with General Statues.

B. Faithful attendance at all Board meetings shall be considered a prerequisite of continuing membership on the Board. In the event a member is absent from two Board meetings in any contiguous twelve month span, the Chair will meet with the member to determine the member's continued commitment to the Board. Whenever possible, Board members will provide advance notice of a planned absence to both the Clerk and the Chair and, when known, the Chair will announce the status of non-attendees at the beginning of each meeting.

C. Annually all Board members are required to review and acknowledge by their signature the *Ethics Policy of the Village of Pinehurst* and to provide or update the information described in the attachments hereto labelled *Organizations in Which Volunteer Currently Serves, Directly or Indirectly* and *Declaration of Potential Conflicts of Interest.* A Board member must declare a potential conflict of interest when it exists and ask to be excused from the meeting while the conflicted matter is discussed and a vote is called. Conflicts of interest include, but are not limited to, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter. If an objection is raised to a member's participation and that member does not recuse himself or herself, the remaining members shall by majority vote rule on the objection.

D. Every member must vote unless excused by the remaining members of the Board. A member who wishes to be excused from voting shall so inform the Chair, who shall take a vote of the remaining members. No member shall be excused from voting except in cases involving conflicts of interest, as defined by the Board or by law, or the member's official conduct, as defined by the Board. In all other cases, a failure to vote by a member who is physically present in the Board chamber, or who has withdrawn without being excused by a majority vote of the remaining members present shall be recorded as an affirmative vote. Generally, voting will be done by rollcall and when votes are not unanimous dissenting votes must be specifically noted in the meeting's minutes.

IV. MEETINGS

A. **Organization Meeting.** The regularly scheduled December meeting of the Planning and Zoning Board will serve as its annual organization meeting at which Vice Chairs will be nominated and elected to serve one year terms and any other governance/protocol matters will be considered.

B. **Regular Meetings.**

1. **Regular meetings** of the Board shall be held monthly on the first Thursday of the month at 4:00 PM at the Village Hall Assembly Room located at 395 Magnolia Rd., Pinehurst, NC; provided that meetings may be scheduled at or continued to another convenient place and time in the Village in any case where the Chair determines it is in the public interest to do so. As necessary, meetings may be continued to the second Thursday of the month in order to complete proceedings initiated in the prior week.

2. **Web Site Notice of Meetings**. The regular meeting schedule of the Planning Board shall be posted on the Village web site as will notice of any special or recessed meeting. If practicable, notice of any emergency meeting shall also be posted on the web site prior to the beginning of the meeting.

C. **Special and Emergency Meetings.** The Chair or a majority of the members may call special meetings of the Board at any time. A special meeting may also be called or scheduled by vote of the Board in open session during another duly called meeting. At least forty-eight (48) hours before a special meeting, written notice of the meeting stating its time and place and the subjects to be considered shall be given to each Board member, mailed, emailed or delivered to each media enterprise and person who has filed a written request for notice with the Village Clerk. Notice shall also be mailed, emailed or delivered at least forty-eight (48) hours before the meeting to each Board member who either did not call for the special meeting or was not present at the meeting at which the special meeting was called. Only those items of business specified in the notice may be discussed or transacted at a special meeting, unless all members are present or have signed a written waiver of notice.

The Chair or a majority of the members may also at any time call an emergency meeting of the Board by signing a written notice stating the time and place of the meeting and the subjects to be considered. Written or oral notice of the meeting shall be given to each Board member and to each media enterprise that has filed a written emergency meeting notice request with the Village Clerk and whose request includes the telephone number of the media enterprise. Emergency meetings may be called only because of generally unexpected circumstances that require immediate consideration by the Board. Only business connected with the emergency may be considered at an emergency meeting.

D. **Cancellation of Meetings.** If there are no matters to be brought before the Board, or if so many members notify the Clerk and Chair that they cannot attend a meeting that a quorum will not be available, the Chair may cancel the meeting. The Chair or Clerk shall cause the notification of Board members of the cancellation.

E. **Quorum.** A quorum shall consist of five members of the Board and no action can be taken unless there are at least five members present and eligible to vote.

F. **Proposed Agenda.** The Planning Director or his/her designee shall prepare a proposed agenda for each meeting. A request to have an item of business placed on the agenda must be received at least two (2) working days before the meeting. The Chair or Village Planner may waive this two-day requirement for any proposed agenda item. Any Board member may, by a timely request, have an item placed on the proposed agenda. A copy of all proposed agenda items, including attachments, shall be included with the proposed agenda. An agenda package shall be prepared that includes, for each item of business placed on the proposed agenda, as much background information on the subject as is necessary to a full understanding of the issue. Each Board member shall receive a copy of the proposed agenda and agenda package and they shall be available for public inspection when they are distributed to the Board members.

G. **Motions.** A Board member making a motion may revise the motion after discussion but the motion cannot be amended by another member. A second is required for all motions in order to call for a vote and only one motion can be considered at a time.

H. **Subcommittees.** Ad hoc subcommittees comprised of three Board members with a fourth serving as an alternate may be formed at any time to develop work product for consideration by the full Board.

I. **Public Hearings/Decorum.** When a meeting agenda includes more than one public hearing each hearing will be opened and closed before proceeding to the next. Before opening any public hearing, the Chair or presiding Vice Chair will review the Board's responsibilities with attending residents and guests as well as the expectations of them regarding their participation. Specifically, no person appearing before the Board shall make personal, impertinent, or slanderous remarks, nor shall any person appearing before the Board become boisterous or threatening. Any such person may be barred from the meeting room by the chair or the presiding officer. No signs or placards may be brought into the meeting.

The Chair shall have the authority either during or prior to the hearing to establish procedural rules for the hearing, provided that such rules may not conflict with these rules or any other applicable law. Procedural rules adopted may govern, but are not limited to, the following matters:

1. Rules fixing the maximum time allotted to each speaker or group;
2. Providing for the designation of spokespersons for groups of persons supporting or opposing the same positions;
3. Providing for the selection of delegates from groups of persons supporting or opposing the same positions when the number of persons wishing to attend the hearing exceeds the capacity of the meeting place of the Board (so long as

arrangements are made for those excluded from the meeting place to listen to the hearing);and,

4. Providing for the maintenance of order and decorum in the conduct of the hearing.

J. **Time of Recommendation.** The Board must issue its recommendations to Village Council within thirty (30) days of a public hearing. No recommendation set forth within that period will have the same effect as if a recommendation to approve had been made.

K. **Conduct of Meetings.** All meetings shall be open to the public and unless otherwise set forth herein, will be governed by Robert's Rules of Order.

VII. AMENDMENTS

These rules may, within the limits allowed by law, be amended at any time by an affirmative vote of not less than a simple majority of the Board, provided that such amendment be presented in writing at a regular or special meeting before the meeting at which the vote is taken.

ADOPTED this the 11th day of July, 2019

VILLAGE OF PINEHURST PLANNING AND ZONING BOARD

Leo Santoriello
Chairman

Nancy Burns
, Director of Planning and Inspections

3.0 STREET DESIGN

3.1 OVERVIEW
3.2 COMPLETE STREETS
3.3 STREET TYPES
3.4 MATERIAL AND ELEMENT STANDARDS

Purpose

Village Place is envisioned as a safe, walkable neighborhood and an extension of Village Center. Moreover, the streets within Village Place are an important part of the open space system. While not as green or planted as the open spaces, streets provide visual openness and access and are the main way people experience the area. The purpose of the Street Design criteria is to guide the design and character of all streets and alleys (or shared-access driveways) within Village Place, whether public or private.

With this vision in mind, the design of streets within Village Place must consider the mobility and safety of people walking, cycling and riding on golf carts, ensuring that maximizing traffic capacity and speed is not the dominant consideration in street design. The streets and sidewalks should include design elements that provide appropriate visual and physical clues for drivers to indicate that pedestrians and cyclists are integral users of the circulation system within Village Place. It is also essential that the design of streets considers the range of users' mobility and provide appropriate access along and across streets for those with limited mobility.

The Small Area Plan for Village Place has been envisioned and conceived as a pedestrian-friendly environment. Streets have sidewalks on both sides and are lined and shaded with trees. Additionally, the streets are narrow, designed to promote a natural slowing effect, flanked by parallel parking generally on both sides.

Beyond Village Place (and not governed by this Form-Based Code), a system of walkways and bikeways will connect Village Place to other neighborhoods as well as to recreation, commercial, and employment areas.

Throughout the Form-Based Code, the use of the word "shall" identifies mandated criteria. "Must," "required," and "mandated" are additional words with the same meaning. The use of the word "encouraged," "should," or "recommended" identify criteria which are desired. In some instances, words such as "prohibited" and "not permitted" identify practices, materials, or systems which are not allowed within Village Place.

Components

The Street Design criteria include both text and diagrams that specify:

1. General provisions for all streets and alleys (or shared-access driveways), including criteria for vehicle travel lanes, parallel parking, streetscape plantings, sidewalks, and medians;
2. Street Types identifying specific design and dimensional criteria for each of the street types envisioned within Village Place; and
3. Material and Element Standards.

General Provisions

1. The following typical street curb radii standard applies throughout Village Place:
   - Street Curb Radii: 30' min.
   - Alley/Shared Driveway Curb Radii: 10' min.
2. As shown in the Street Sections on the following pages, vehicular travels lane widths shall be:
   - Commercial Street Travel Lane: 10'
   - Residential Street Travel Lane: 10'
3. The following standard applies to alleys (or shared-access driveways) within Village Place:
   - Alley (or shared driveway) Paving Width: 16'* (accommodating a two-way, yield movement)
     * 20' if required for fire access
4. Transitions from one street type to another shall be designed to ensure smooth changes between paving, parking, sidewalks, planting strips, and similar.
5. Where site conditions warrant variations to the Street Type Plans and Sections, the lane widths and sidewalk widths should remain the same while the number of lanes, tree zone width, parking, and similar may vary. At an intersection where two different street types meet (with the exception of alleys or shared-access driveways) or where an existing street meets a new street, the larger curb radius should be used.
6. Streets should have sidewalks on both sides of the street, unless otherwise approved by the Village. Sidewalks shall be designed consistently along the entire length of a block. Additionally, where an alley intersects with a street, the street's sidewalk (in material and alignment) shall continue across the alley entrance (see also page 29).
7. Connections from streets to trails are encouraged.
8. Crosswalks are required at the Rattlesnake Trail and McCaskill Road intersections as well as at the new proposed intersection near Pinehurst Brewing Company; crosswalks shall follow the Design Standards, requiring a white ladder design, to contrast with the street paving different.

9. Street Plantings:
   i. Street plantings in Village Place should reflect the character of plantings in the Village Center, as originally conceived and cultivated by Olmsted and Manning, with a predominance of evergreen trees and shrubs in irregular groupings. See additional criteria on species and selection on pages 42-45.
   ii. Generally, street tree groupings should be planted at intervals, to provide shading of the sidewalks. In general, street tree groupings should be planted no more than 60 feet apart (excepting at street intersections). Variation in tree spacing is appropriate to the character of Pinehurst, and will vary based on location and adjacent uses, street lighting, underground utilities, and above ground structures (see below for additional criteria).
   iii. Where a single tree is planted (not in a group), the street tree shall be centered within the Tree Zone (see pages 25-28).
   iv. The placement of street trees shall be coordinated with the placement of street lights, such that street trees are located to ensure adequate light levels.
   v. Street trees shall be placed a minimum of 15 feet from all regulatory signs and street intersections when planted between the curb and sidewalk and located with consideration to underground utilities and structures. Street trees may not be planted within 5 feet of a street drain inlet structure, the edge of crosswalks, and/or handicap curb cuts/ramps, nor within 10 feet of an alley entrance or driveway.
   vi. Other streetscape plantings (not including street trees) shall be set back a minimum of 3 feet from the edge of crosswalks and handicap curb cuts/ramps.
   vii. Street trees shall be placed to align, where possible, with lot lines and demising walls of buildings so as to avoid blocking leadwalks to stoops and front porches, doors of buildings, address numbers, and pedestrian passage connections.
   viii. In order to create a comfortable pedestrian environment, street trees shall have their limbs pruned over sidewalks to approximately 8 feet above grade once a mature height is achieved.
   ix. Plant material must not obstruct visibility at intersections. No plant material taller than 30 inches (at maturity) above the curb height shall be allowed in any intersection sight triangle area except single stem trees whose lower branches are pruned to a minimum height of 8 feet above grade.
10. Along streets throughout Village Place, street lighting and street furniture (if proposed) should be consistent, in material, color, and style to present a unified, cohesive public realm (*see page 31 for more information*).

PROPOSED CIRCULATION PLAN

The proposed Circulation Plan for Village Place emphasizes an improved, connected network of streets. This system will provide additional routes for vehicles (as well as for pedestrians, bicycles, and golf carts), thereby reducing traffic stress on a single street. The circulation recommendations include:

- Extension of Medlin Road and Kelly Road
- Two new streets south of McCaskill Road. The north-south street offsets from Rattlesnake Trail and connects to Power Plant Road. The east-west street connects near the Brewery to McIntyre Road.

KEY

- SMALL AREA PLAN (SAP) BOUNDARY
- VILLAGE OF PINEHURST
- EXISTING STREETS
- PROPOSED STREETS

This plan is illustrative only and subject to change. Source: Design Collective, Inc.

Complete Streets are streets that provide safe and convenient accommodation to all potential users, including pedestrians, cyclists, and motorists alike. Complete Streets recognize that crossing the street, walking to visit neighbors and businesses, and cycling to work are equally important as driving. Since streets will play an important role in the livability of Village Place, they must accommodate all users in an appropriate manner, whether young or old, motorist or cyclist, walker or wheelchair user. Complete Streets, together with necessary physical, design, and visual elements, will enable Village Place to be safer, more livable, and welcoming to everyone.

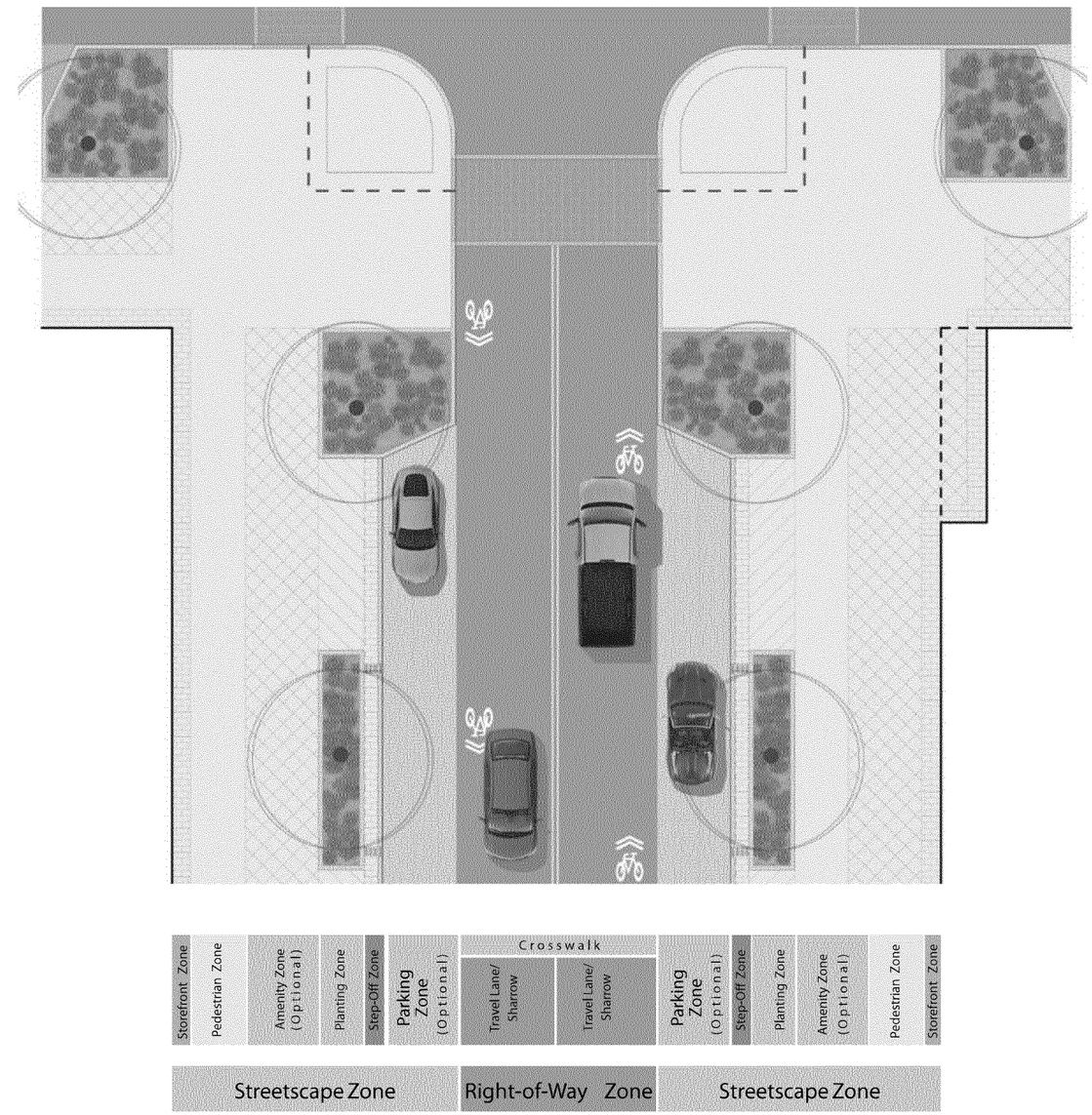
Effective Complete Streets are designed to be compatible with their context. For example, sidewalks should be wider where heavy foot traffic is anticipated, such as adjacent to retail storefronts or a large community gathering space or amenity, compared to a standard 5-foot wide sidewalk in a low-density residential area. Bicycle facilities also should vary per context. Shared-use lanes accommodating both vehicles and bicycles may be appropriate on low-speed residential streets; whereas an off-street shared-use path may be appropriate on wider or commercial streets. On the low-speed streets within Village Place, bicycles can share the roadway with vehicles; whereas, on NC 211 for example, separated bicycles lanes are required for safety.

Additionally, as a component of Complete Streets, sustainable design elements including native plantings, street trees to provide shade, sustainable materials, and efficient lighting contribute to the overall comfort, safety, and natural resource benefits that are part of complete street design.

The Street Design criteria, therefore, address all of the necessary components of Complete Streets, from building face to building face, across a street.

The goals of Complete Streets align with the goals and objectives established in the *Village of Pinehurst Comprehensive Pedestrian Plan 2015*, listed below:

1. Increase “walkability” in the Village of Pinehurst
2. Create a pedestrian network that is an important part of the urban structure
3. Promote walking as a healthy exercise
4. Create a pedestrian environment that is friendly to all users - including seniors, disabled persons, and children
5. Improve connections between disparate parts of the Village
6. Promote pedestrian safety



Complete Streets Diagram

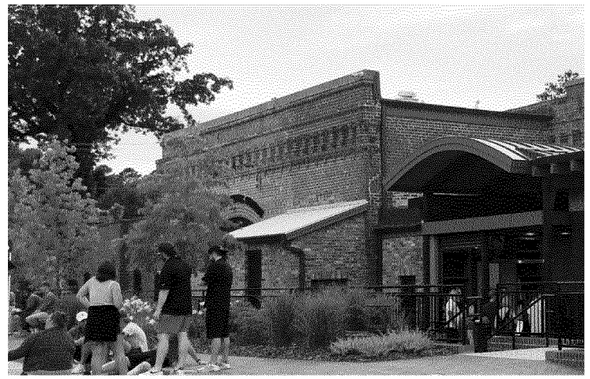
This diagram is for illustrative purposes only.
See the following pages for criteria specific to Pinehurst.

Streetscape Zones

Carrying forward the principle of Complete Streets, to provide safe and convenient accommodation to all potential users, including pedestrians, cyclists, and motorists alike, the streetscapes in Village Place are comprised of the following Streetscape Zones, as defined below and shown on the following pages in the Street Sections.

Bz BUILDING ZONE

The Building Zone is the private front yard space. Within Village Place, this zone occurs within a residential lot or commercial parcel and shall be a minimum of 20 feet or 10 feet respectively, per the setback requirements (see pages 10-16). The principal structure sits clear (in back) of this zone, however, porches, stoops, steps, leadwalks, and landscape may occur within this zone. The Building Zone is the transition between the public realm of the street and the private realm of the home or business. See page 70 for more information on the Material and Element standards for this front yard zone.



Credit: Design Collective

Pz PEDESTRIAN ZONE

The Pedestrian Zone, within the sidewalk, is a minimum of 5 feet wide and shall remain clear of all street fixtures and furniture including street lights, signs, and similar. This zone is reserved for pedestrian circulation and should be clearly differentiated from other zones by paving materials or other visual cues. Where the Pedestrian Zone crosses a driveway or alley entrance, the pedestrian zone/sidewalk material shall be continuous.

Credit: Design Collective

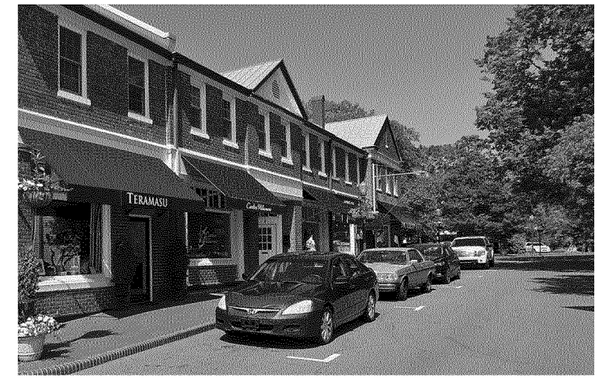
Tz TREE ZONE

The Tree Zone or streetscape planting zone shall be a minimum of 6' wide (7' or greater is preferred) and may increase to respond to site conditions. The Tree Zone accommodates permanent features such as planting strips, light poles, and street signage. This zone may also incorporate non-permanent elements, including waste/recycling receptacles, potted plants, mailboxes, and curb step-off pavers. At intersections, this zone may be partially or fully paved to provide access to pedestrian street crossings.

Credit: Design Collective

P PARKING (PARALLEL)

Parallel parking along the curb shall be 9 feet wide on Commercial Streets and 8 feet wide on Residential Streets (see following pages for Street Sections) and is planned to be minimally marked. Parallel parking offers an additional buffer between traffic and pedestrians, as well as helps to lower vehicle speeds. Throughout Village Place, parallel parking is typically provided on both sides of the streets to provide visitor or patron parking.

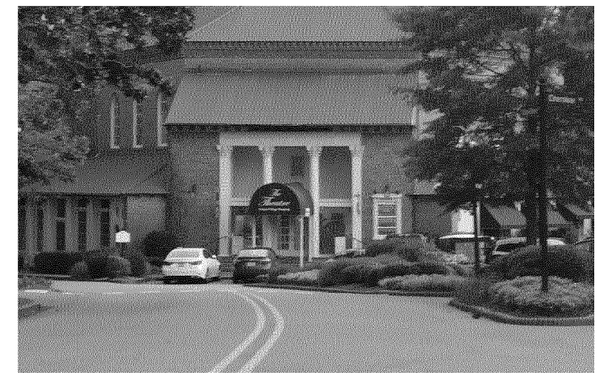


Credit: VOP Rentals

T TRAVEL LANE

The streets within Village Place are designed to promote slower speeds within narrow 10-foot travel lanes, flanked by parallel parking on both sides.

The travel lanes of all streets within Village Place shall be viewed as shared-use facilities where bicycles and motorized vehicles (including golf carts) use the same travelway.



Credit: Design Collective

Street Section - Typical Commercial

The Typical Commercial Street Section is a two-way, two-lane street with parallel parking; street trees and groundcover in stormwater planters or tree pits; a 5' min. clear pedestrian zone; and a storefront zone for tables, chairs, potted plants, and displays. For criteria specific to Rattlesnake Trail, see page 28.

To reflect the character of Village Center, within the Village Place area, brick sidewalks are required where buildings have commercial frontage.* The Village's standard benches and street lights shall also be incorporated (see page 31).

Parallel parking shall be incorporated on both sides of the street, where feasible, to provide additional parking spaces for patrons and visitors.*

* For additional criteria and more information on building frontage and setback requirements, see Section 2.0 Site Design on pages 8-19.

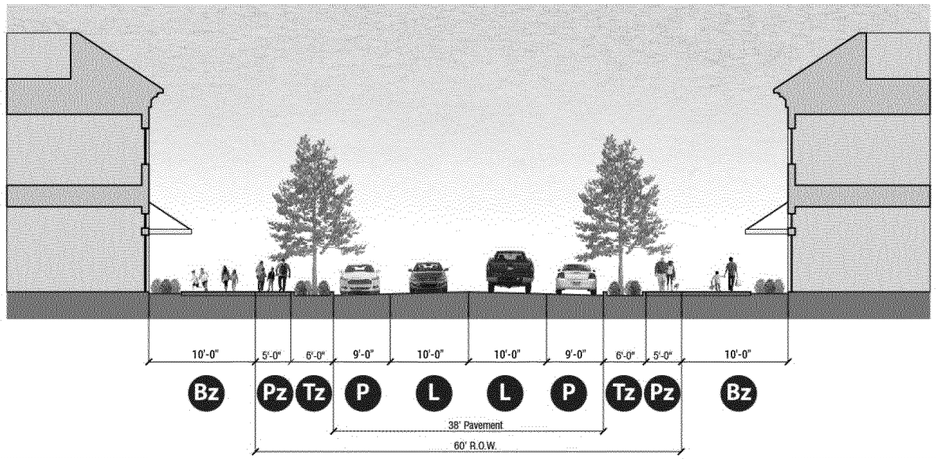
See General Provisions on page 22 for additional criteria.

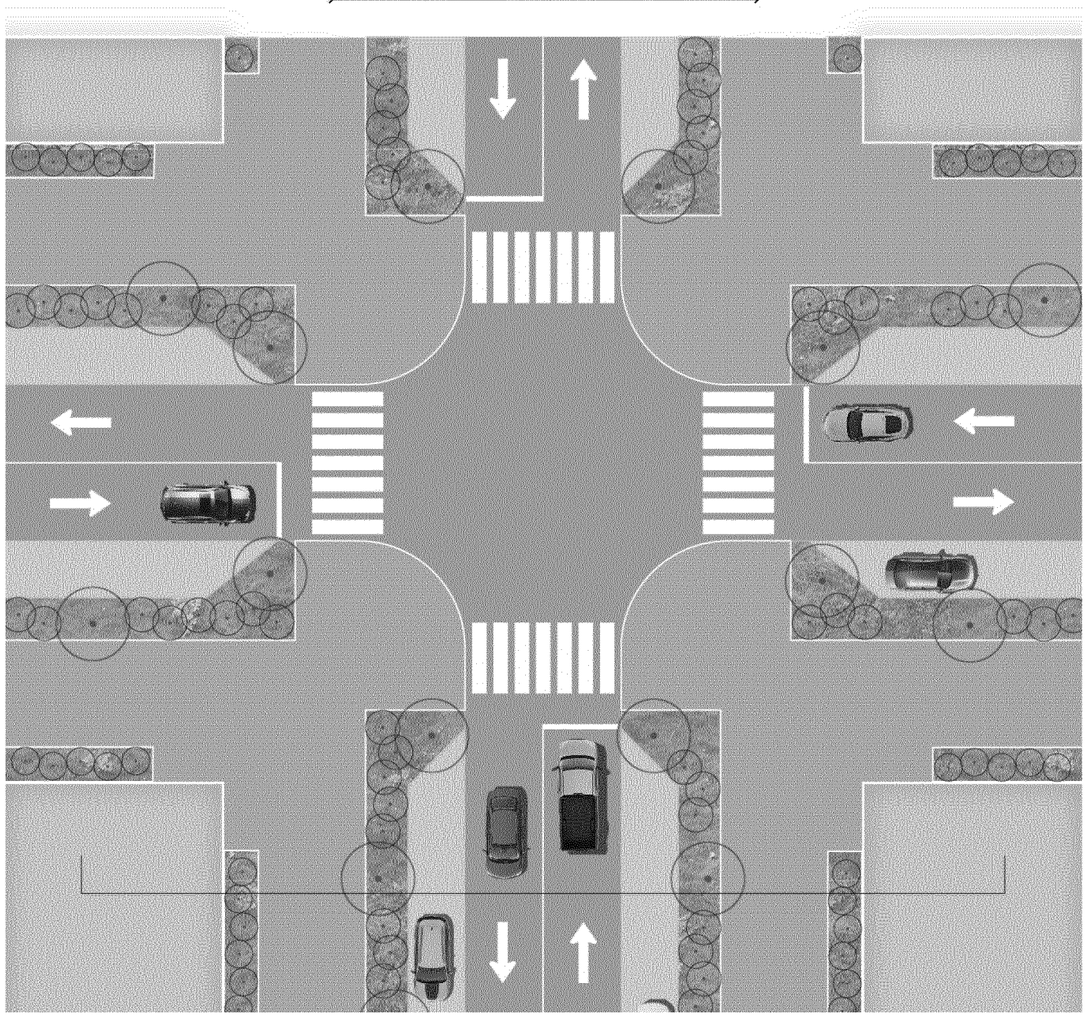
STREET SECTION KEY

- BZ — BUILDING ZONE
- PZ — PEDESTRIAN ZONE (SIDEWALK)
- TZ — TREE ZONE (PLANTING STRIP)
- P — PARKING (PARALLEL)
- L — TRAVEL LANES (VEHICULAR)

Precedent Streetscape - Market Square, Pinehurst
Credit: VOP Rentals

Precedent Streetscape - Mashpee Commons, MA
Credit: PCA Design, Mashpee Commons, MA





Street Section - Typical Residential

The Typical Residential Street Section is a two-way, two-lane street with parallel parking, street trees, and groundcover in SWM planters or tree lawns and a 5' min. clear pedestrian zone.

In non-commercial areas, sidewalk material shall be specified as sand/clay or concrete, as appropriate to context and per Village policy.

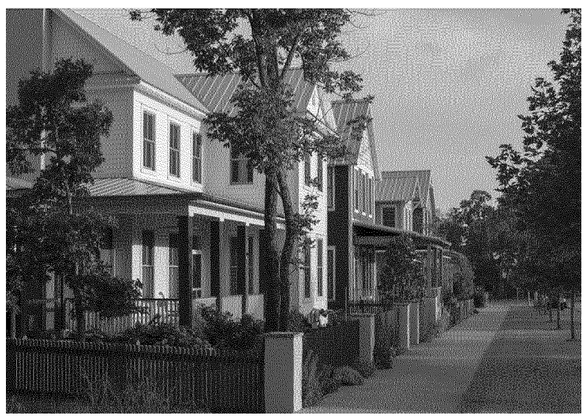
Parallel parking shall be incorporated on both sides of the street, where feasible, to provide additional parking spaces for homeowners and visitors (see page 25).

For additional criteria and more information on building frontage and setback requirements, see Section 2.0 Site Design on pages 8-19.

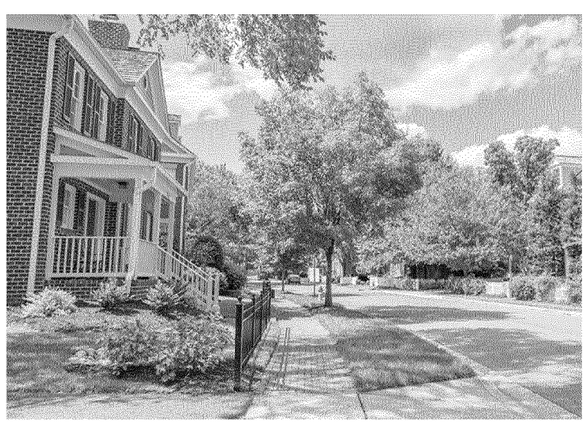
See General Provisions on page 22 for additional criteria.

STREET SECTION KEY

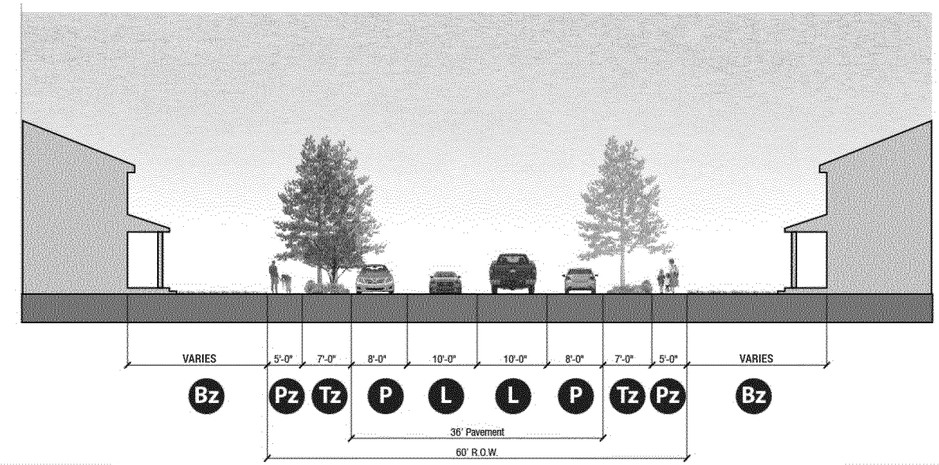
- BZ BUILDING ZONE
- PZ PEDESTRIAN ZONE (SIDEWALK)
- TZ TREE ZONE (PLANTING STRIP)
- P PARKING (PARALLEL)
- L TRAVEL LANES (VEHICULAR)

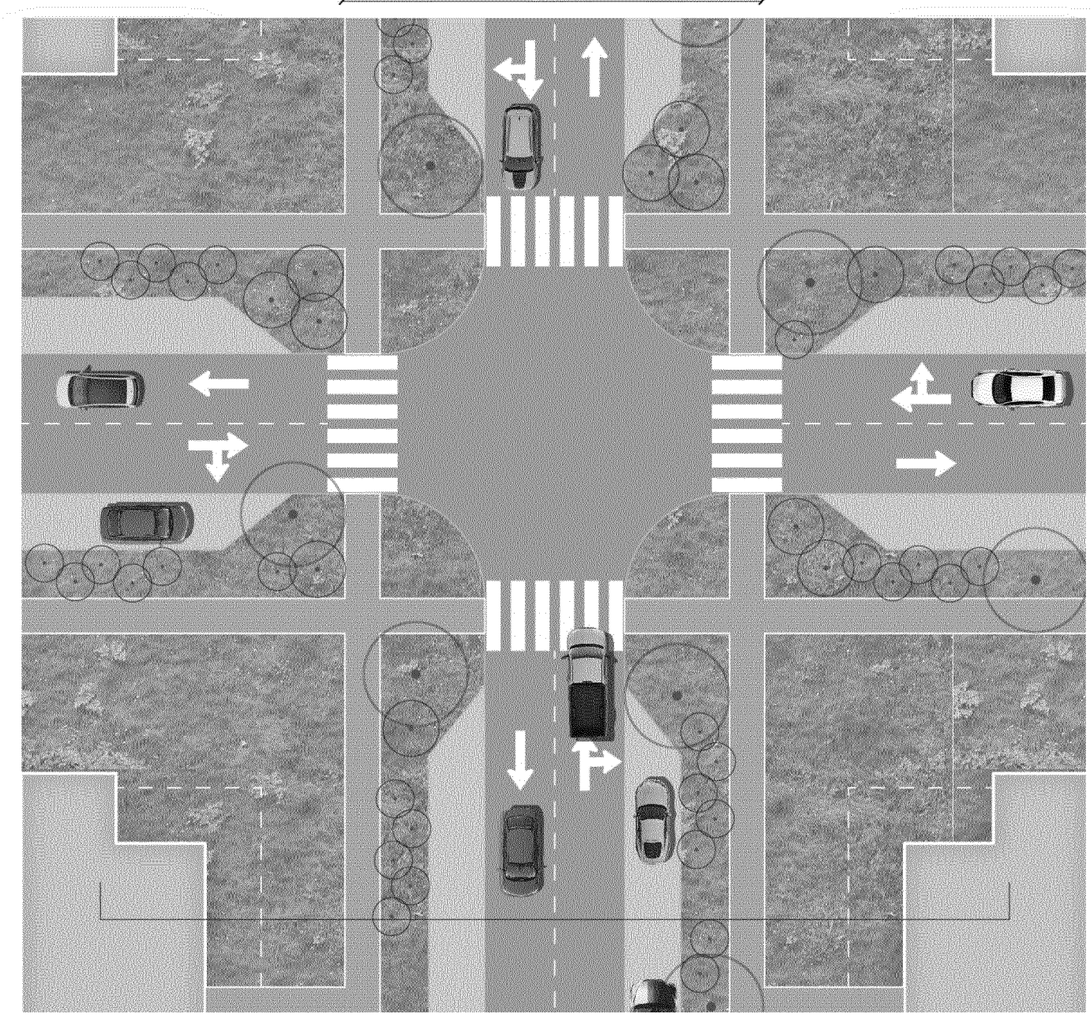


Precedent Residential Streetscape
Source: shortforkfarms.com



Precedent: Residential Streetscape - Kentlands, MD
Source: www.longandfoster.com





Street Section - Rattlesnake Trail

The Proposed Rattlesnake Trail Street Section depicts the addition of a brick sidewalk along the east side as recently installed by the Village, along with clustered evergreens and deciduous trees with groundcover plantings below.

As a gateway to Pinehurst, new development along Rattlesnake Trail should create frontage that frames the street.*

The Village may incorporate parallel parking along Cannon Park to provide additional parking where space is available (additional off-street parking may be needed as well). Further, for private development, along Rattlesnake from NC-211 to McCaskill Road, as redevelopment occurs, parallel parking shall be incorporated on both sides of the street, where feasible, to provide additional parking spaces for patrons and visitors.

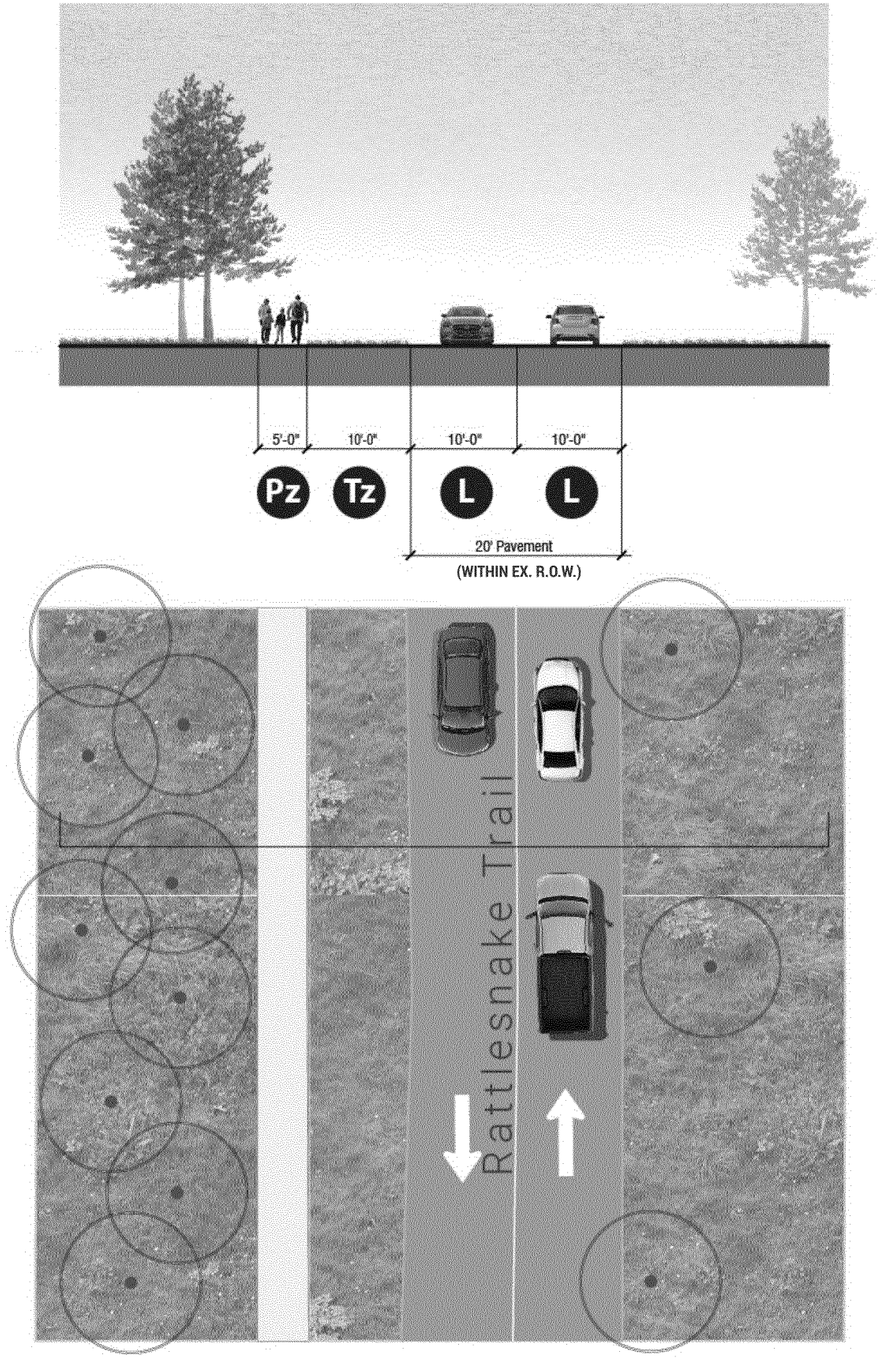
* For additional criteria and more information on frontage and setback requirements, see pages 8-19.

See General Provisions on page 22 for additional criteria.

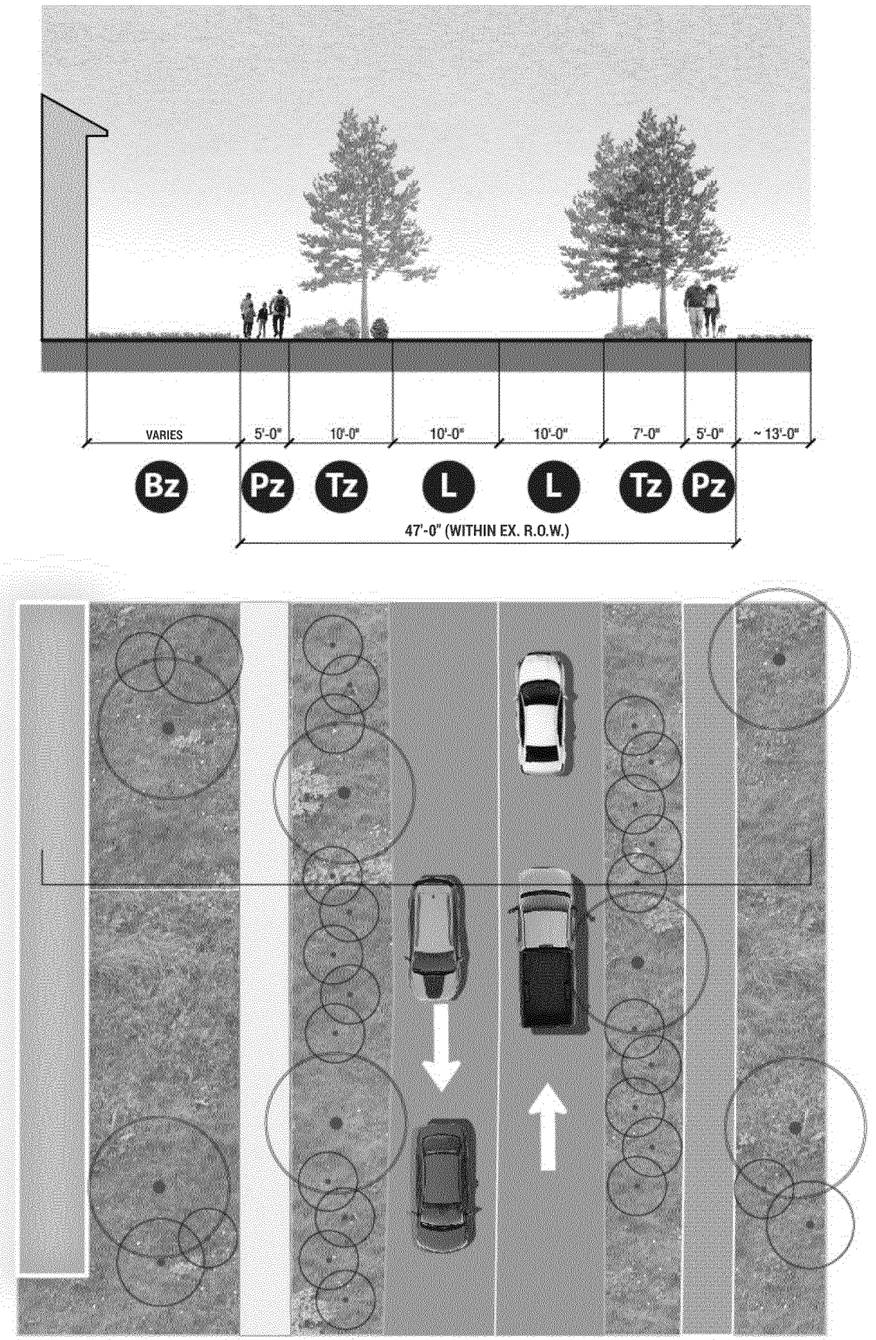
STREET SECTION KEY

- BZ — BUILDING ZONE
- PZ — PEDESTRIAN ZONE (SIDEWALK)
- TZ — TREE ZONE (PLANTING STRIP)
- P — PARKING (PARALLEL)
- L — TRAVEL LANES (VEHICULAR)

EXISTING



PROPOSED



Street Section
Typical Alley - Residential & Commercial

Alleys (or shared-access driveways) provide access to driveways, service areas, and parking lots and are private (not public). The Typical Alley Street Section within Village Place: shall have a 16'* paving width, within a 24' right-of-way (R.O.W.) accommodating a two-way, yield movement.
* 20' if required for fire access.

Where an alley intersects a street, the street's sidewalk (in material and alignment) shall continue across the alley entrance, as shown in the photos to the right.

Parking spaces may be accessed directly off an alley, however, the spaces must provide 18' min. of stall length (for head-in, perpendicular spaces) clear of the alley right-of-way. No parked vehicles (except temporarily parked service, delivery, or emergency vehicles) may encroach into the alley right-of-way.

Buildings and landscape shall be placed near the alley entrance to help screen views down alleys from the public realm of streets and open spaces.*

* For additional criteria and more information on frontage and setback requirements, see pages 8-19.

See General Provisions on page 22 for additional criteria.

Precedent: Commercial Alley - Pinehurst, NC
Source: Google

Precedent: Residential Alley - Maple Lawn, MD
Source: Design Collective

Precedent: Residential Alley - Maple Lawn, MD
Source: Design Collective

The purpose of the Street Design Material and Element Standards is to ensure and maintain a consistent, high-quality streetscape environment within Village Place.

The Material and Element Standards include criteria for the following streetscape elements:

- Travel Lanes (vehicular)
- Parking (parallel)
- Street Lights
- Street
- Street Furnishings

For additional information on streets and alley dimensional and configuration criteria, see pages 25-29.

See General Provisions on page 22 for additional criteria

Travel Lanes (Vehicular)

Travel lanes within streets that are intended to be dedicated as public right-of-ways, either at the time of construction or at a future date, shall conform to the Village's *Engineering Standards and Specifications Manual* requirements for paving materials and construction details. Where streets are to remain private (rather than dedicated public right-of-ways), alternative sustainable paving systems may be investigated and approved by the Planning Department and Village, but shall be chosen for durability and ease of maintenance. All street travel lanes should be designed to accommodate private vehicles, as well as emergency equipment.

Parking (Parallel)

Parallel parking within streets that are intended to be dedicated as public right-of-ways, either at the time of construction or at a future date, shall conform to the Village's *Engineering Standards and Specifications Manual* requirements for paving materials and construction details. Where parallel parking occurs along streets that are to remain private (rather than dedicated public right-of-ways) or where deemed feasible by the Planning Department and Village, alternative sustainable paving systems may be investigated and approved by the Planning Department and Village, but shall be chosen for durability and ease of maintenance.

Precedent Image: Residential Street - Maple Lawn, MD
Credit: Design Collective

Precedent Image: Parallel Parking - Maple Lawn, MD
Credit: Google Maps

Precedent Image - Street Plantings - Village Center, Pinehurst, NC
Credit: Village of Pinehurst

Street Plantings

Street plantings in Village Place should reflect the character of plantings in the Village Center, as originally conceived and cultivated by Olmsted and Manning, with a predominance of evergreen trees and shrubs in irregular groupings (see image below left).

Materials:
Street trees, shrubs, and other plantings within Village Place, whether between the curb and sidewalk, within medians, or other locations within the streetscape, shall be chosen from the Plant Palette on pages 44-45. To note, the plant species listed in the palette have been selected from Appendix A - Plant Species Native to the Sandhills in the *Pinehurst Development Ordinance*. Other plant species in addition to this list may be acceptable for use as street plantings provided that they meet criteria for size, tolerance to road maintenance, and other similar conditions. Any alternate street planting species shall be approved by the Planning Department and Village.

Details:
Street trees with unbalanced crowns, a poor branching habit, and excessively bent or curved trunks shall be rejected.

For additional criteria on street plantings, see General Provisions on page 22 and the Plant Palette on pages 44-45.

Street Lights

Street lights shall be placed to create an even rhythm and consistent, safe light levels along streets. Pedestrian-scaled street lights of approximately 14 feet in height are required along streets with commercial frontage. Higher poles up to 30 feet in height may be required to adequately light wider streets or intersections, such as at the intersection of Rattlesnake Trail and NC-211. Light levels and quality of light should be appropriate for the street type, character, and use. All other lighting within right-of-ways not listed below (such as bollard lights) should be selected to coordinate, in design, detail, and color, with the street lights and approved by the Village.

Materials:
For new pedestrian-scaled street lights within Village Place, the fixtures shall match those installed near Village Hall and the Community Center (as shown in the lower left photo) and noted below and/or as approved by the Village, excepting those replacement street lights in/or close to the Village Center which should match the historic street lights (shown to the right).

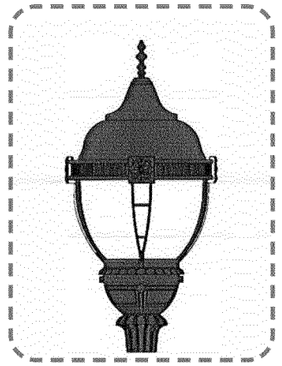
Duke Energy pole, fixture, and globe (or alternative(s) as approved by the Village):

- Pole: PX W17 10 F4 AB3/12 3T3 ANBK
- Fixture: AT20 A 50M MED PCT TB ANPP
- Globe: AT20 A PCT

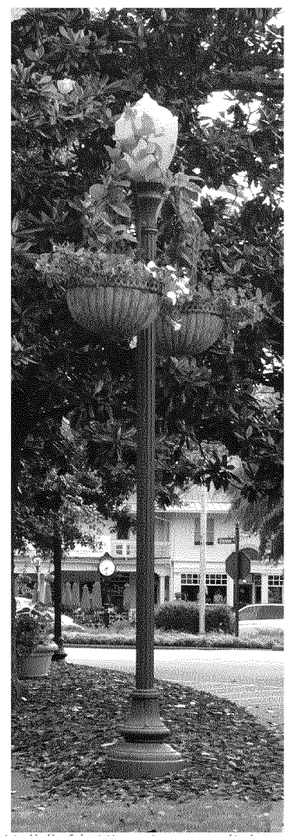
All street lighting is encouraged to be Dark Sky compliant, as defined by the International Dark Sky Association (IDA). LED (or other advanced energy efficient lamp) fixtures are recommended to provide a range of 70 to 100 watts for pedestrian-scaled light pole locations. Higher wattage fixtures may be used on the 30' pole locations. LED fixtures shall have a lamp color near 4000 K (similar to natural sunlight during morning or afternoon hours).

Details:
Street light poles shall be finished in a dark green color to provide a uniform streetscape palette throughout the Village.

In order to ensure that adequate light levels are maintained, street lights shall be located first, followed by street trees (with mature height, canopy, and foliage density taken into consideration), and finally street furnishings.



All street lights shall have a solid cap to minimize the impact of artificial light on the night sky.



Standard street light near Village Hall (left); Historic street light in Village Center (right)

Credit: Google (left); Design Collective (right)

Street Furnishings

It is important that all streetscapes within Village Place represent a consistent built environment that is reflective of the intended character of Pinehurst. While site furnishings in open spaces or on private lots are encouraged to be varied and express an individual aesthetic appropriate to the type and location, street furnishings on the other hand shall be consistent throughout Village Place.

Materials: Street furnishings, including benches, waste/recycling receptacles, bike racks, tree grates, and bollards, within the street right-of-way shall be metal (aluminum, steel, or cast iron) and consistent in material, style, and color with the other street furnishings. Benches, may additionally include recycled plastic for the slats (as shown in the standard bench image to the right). Materials with a high percentage (75% or more) of recycled content are encouraged.

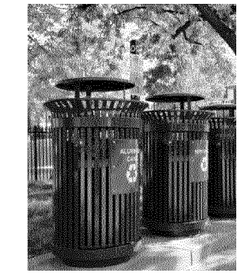
Details:
All streetscape furnishings, unless approved otherwise by the Village, are to be finished in a dark green color.

Tree grates are appropriate along streets where high pedestrian traffic is anticipated, near plazas, community building entries, restaurants, and other such locations.

Waste and recycling receptacles should be coupled together and shall be conveniently located along streets. For sanitation purposes, receptacles shall have a rain guard over the main opening and shall conceal the main recycling or trash container. Selections shall be (as) approved by the Village.

Benches within the street right-of-way shall be the standard Pinehurst Bench, as approved by the Village, with cast aluminum supports and cedar color recycled plastic slats.

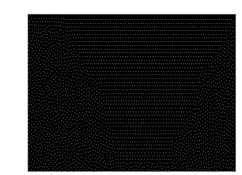
Bike racks shall be installed along streets near open spaces and retail areas to promote bicycling as a means of travel. Locations of bike racks are contingent on site conditions. In all cases, bike racks should be located without interfering with pedestrian movement and building entry. Bike racks shall be permanently installed. Bike racks should enable both the front wheel and frame to be locked securely and the bicycle to remain upright.



Precedent: Tree Grate and Waste/Recycling Receptacle

Credit (right): Victor Stanley (Ironsites)

All streetscape furnishings, unless approved otherwise by the Village, are to be finished in a dark green color



Pinehurst Standard Bench: Victorian 60"Bench with cast aluminum supports and cedar color recycled plastic slats

Credit: Kings River Castings

Precedent: Bike Rack

Credit: Cycle Safe

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4.0 LANDSCAPE DESIGN

4.1 OVERVIEW
4.2 OPEN SPACE TYPES
4.3 MATERIAL & ELEMENT STANDARDS
4.4 LOT LANDSCAPE PLANS

Landscape is an integral component of the overall character of Pinehurst and, in the redevelopment of Village Place, will include landscape in open spaces as well as landscape on individual lots/parcels. (For landscape within street right-of-ways, see the Plant Palette on pages 44-45 and the Street Design criteria on pages 22-31.)

Open spaces within Village Place serve multiple purposes for the design, organization, and livability of the neighborhood. Active open spaces should be provided throughout the area, in the form of small plazas, attached greens, and a large Central Green (envisioned in the area south of McCaskill Road. Pedestrian connections shall be provided throughout the plan area to provide pleasant and safe movement. This is especially important to access the Village Center, Village Hall, the Arboretum, Rassie Wicker Park, Cannon Park, and the Elementary School.

The new open spaces in Village Place should be designed as a system of places that link to one another. Variations in open space type, size, use, and design should occur throughout Village Place and appropriate to the surrounding uses to allow for a variety of both passive and active recreation.

The *Pinehurst Development Ordinance* (PDO), Section 9.5 Landscaping Requirements shall be used for all minimum dimensional and plant size standards for buffers, screens, and parking lots. However, the design intent shall follow the FBC, and, where a conflict between the FBC and PDO occurs, the FBC criteria shall supercede.

The Village of Pinehurst's *Village Planting Guide* offers additional insight and historical research into Warren Manning's original design approach and plant palette. However, as noted in the *Guide*, "...of the of the ninety-six plant species that Manning originally ordered, collected, or propagated for Pinehurst, only 25% were native to North Carolina." Therefore, the criteria within this Form-Based Code (FBC) purposely deviate from the original plant palette, instead advocating for native and adaptive plant selections only to meet sustainability goals.

Purpose

The primary purpose of the Landscape Design criteria for Village Place is to guide the design and character of open spaces as well as the landscape plantings within lots. Further, the Landscape Palette within this section, on pages 44-45, shall be used for open spaces, lot landscape, and street Tree Zone plantings (for additional Street Design criteria, see pages 22-31).

Components

The Landscape Design Criteria include:

1. General Provisions for Open Space which provide criteria for all of the Open Space types within Village Place;
2. General Provisions for Lots which provide criteria for all Lot types within Village Place;
3. The Open Space + Pedestrian Network plan diagram that shows the proposed locations for open spaces, trails, and sidewalks within Village Place;
4. Open Space Types that provide definitions and design criteria as well as illustrative examples specific to each type; and
5. Material and Element Standards that include criteria for the following components of Open Spaces: hardscape, landscape, site furnishings, and lighting as well as a
6. Plant Palette for landscape within open spaces, lots, and streetscapes (for Street Design criteria, see pages 22-31).

Throughout the Form-Based Code, the use of the word "shall" identifies mandated criteria. "Must," "required," and "mandated" are additional words with the same meaning. The use of the word "encouraged," "should," or "recommended" identify criteria which are desired. In some instances, words such as "discouraged," "avoid," and "not permitted" identify practices, materials, or systems which are not allowed within Village Place.

General Provisions for Open Space

1. A minimum of 8% of the net developable acreage of any lot (excepting infill single-family residential lots), whether public or private, shall be provided as Open Space.
2. Active open spaces should be open and visible, designed to invite people of various ages and mobility.
3. Stainability should be a primary criteria in the design and maintenance of all open spaces.
4. Open spaces should be designed with consideration for adjacent building heights and sun angles during different seasons of the year; plant species should be selected based on site-specific sun exposure (see the Plant Palette on pages 44-45).
5. Open spaces should be designed for their intended function (i.e., the Central Green shall be designed for gatherings on event days as well as passive use on other days; plazas shall be located and designed for high pedestrian use; etc.).
6. Seating should be placed where sitters can watch passersby and/or activities within the open space, appropriate to the use level, and at intervals along trails, paths, and sidewalks to allow for walk breaks.
7. Seating walls, if proposed, should be approximately 16-18 inches in height off grade.
8. Paving materials and installation methods should take accessibility needs into consideration.
9. Views from open spaces should be framed, where appropriate, to visually link to other areas of the community.
10. Open spaces shall be maintained by the property owner.

See the following pages for criteria specific to each type of open space.

General Provisions for Lots

1. As noted in Section 2.3 Corner Lot and Frontage Elevation Satndards on page 19: Landscaping shall be required on all Lots, along the foundation of all frontage elevations (i.e., along elevations fronting streets) in a layered, varied, and naturalistic pattern, except where hardscape (paving) comes up to the building facade. For all Mixed-Use/Commercial or Live/Work Lots as well as all Residential Corner Lots, a lot-specific landscape plan shall be submitted to the Village for review. On these lots, particular attention shall be paid to the placement of landscape to help screen mechanical equipment, views down alleys (or shared-access driveways), and similar. (See Section 2.0 Site Design on pages 8-19 for more information on frontage elevations.)
2. As indicated in the *Historic District Standards and Guidelines*, fences over 3.5' in height shall be screened with native landscaping on sides visible from the street.

See the Material and Element Standards on pages 42-48 and the Plant Palette on pages 44-45 for additional criteria.

PROPOSED OPEN SPACE + PEDESTRIAN NETWORK

While the existing area of Village Place is well served by Open Space, new development should add to the network, creating new publicly-accessible greens, plazas, and potentially an amphitheater located near the Village Hall and Arboretum.

Proposed street, sidewalk, and trail alignments as well as open space locations and configurations may vary from those shown to the right, with Village approval.

KEY

- SMALL AREA PLAN (SAP) BOUNDARY
- VILLAGE OF PINEHURST
- EXISTING GREENWAY TRAILS
- PROPOSED TRAILS
- EXISTING WALKWAY TRAILS
- EXISTING SIDEWALKS
- PROPOSED SIDEWALKS*
- EXISTING PARKS/ OPEN SPACE
- PROPOSED PARKS/ OPEN SPACE

** Proposed sidewalks shall be brick in commercial areas*

Source: Design Collective, Inc.

4.2 Open Space Types

Within Village Place, open space shall be incorporated to enhance the character of the area, adding and connecting to the existing parks to form a network of spaces. This network will create a hierarchy of spaces that, along with the street network, completes the structure of Village Place and enhances the aesthetics and the walkability.

It is important that the type of open space be appropriate to its location, adjacent uses, sized correctly, and designed with the appropriate ratio of hardscape to landscape and amenities.

The open space types within Village Place may include:

1. Central Green
2. Plazas
3. Attached Greens
4. Pedestrian Passages
5. Natural / Buffer Areas

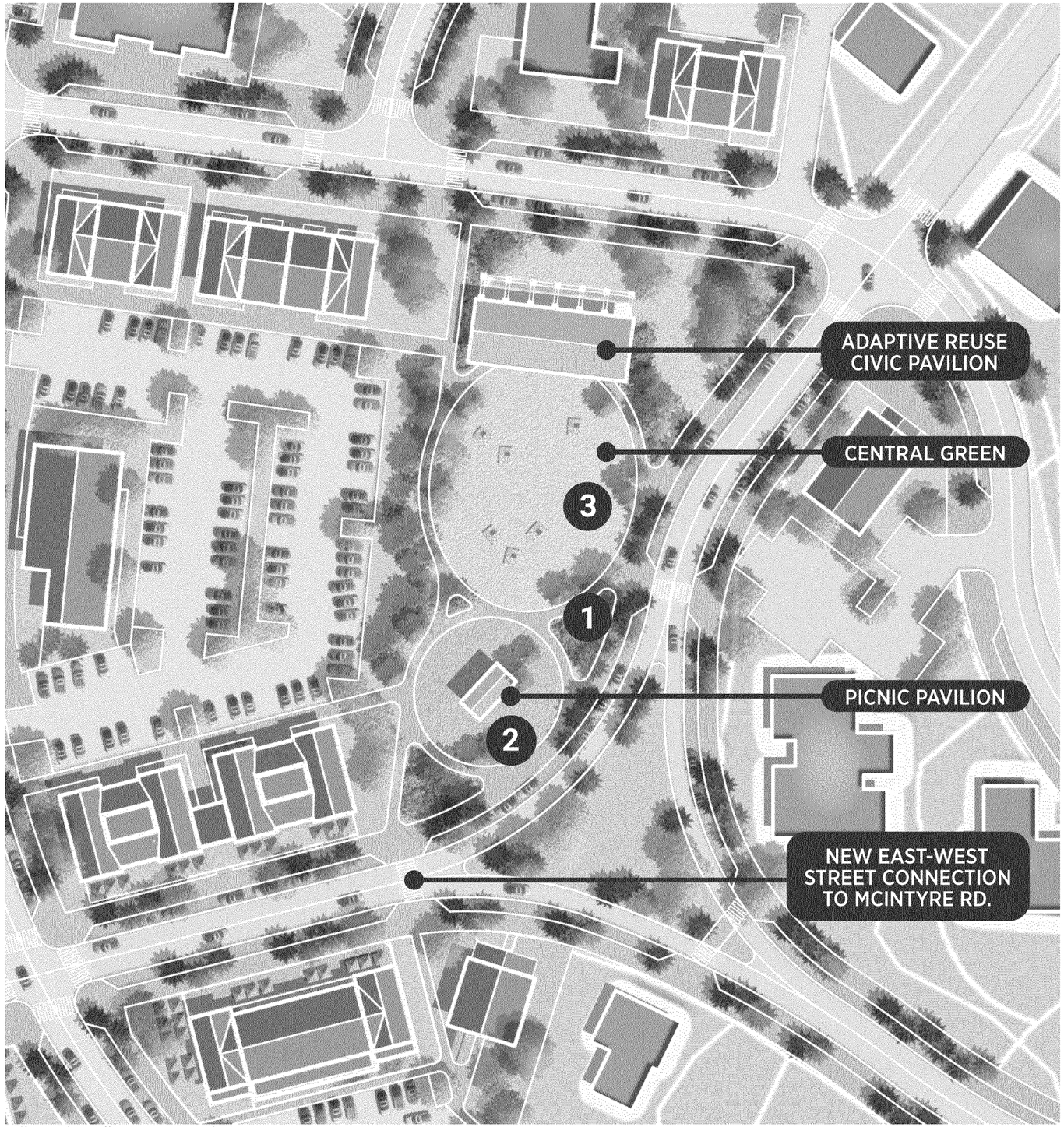
CENTRAL GREEN

In Village Place, the Central Green is located on the site of the current Public Services Facility, near the intersection of Rattlesnake Trail and McCaskill Road. The space fronts on McCaskill Road and a new east-west street connecting to McIntyre Road and the Pinehurst Brewing Company site. A mix of uses surrounds the Green, with the Hugh Plumbing Supply located to the west (in the long-term, this use may change or remain).

An illustrative, conceptual plan of the Central Green is shown on the facing page. The final design and even the location may change, however, the design intent of the space shall be carried forward and the design criteria within the FBC shall be followed.

Size: 1-3 acres in size

Character: The design shall consists primarily of lawn areas, trees, and planted landscapes, informally disposed. The amount of hardscape shall be minimized, so that hardscape areas do not appear unoccupied and uninviting when events are not occurring. The Central Green shall minimally contain the following amenities: a large open-air pavilion (potentially using a renovated service building); a small pavilion/shade structure; benches; and a lawn area designed, sized, and arranged to host a variety of events such as small community gatherings, performances, and pick-up games. Swathes of informal, naturalistic plantings shall frame the lawn area and buffer the Green from adjacent streets and uses, however should not obscure views in from the streets and sidewalks.



Village Place Illustrative Detail Plan

This plan is illustrative only and subject to change. Source: Design Collective, Inc.

The images to the right are for precedent reference only.

Lawn with grouped plantings and curvilinear brick walkways
Credit: Friends of City Square Park

Open-air Picnic Pavilion
Credit: Design Collective

Community lawn and gathering space
Credit: Seaport Square

Water feature within garden (potential feature; not shown in plan)
Credit: Design Collective

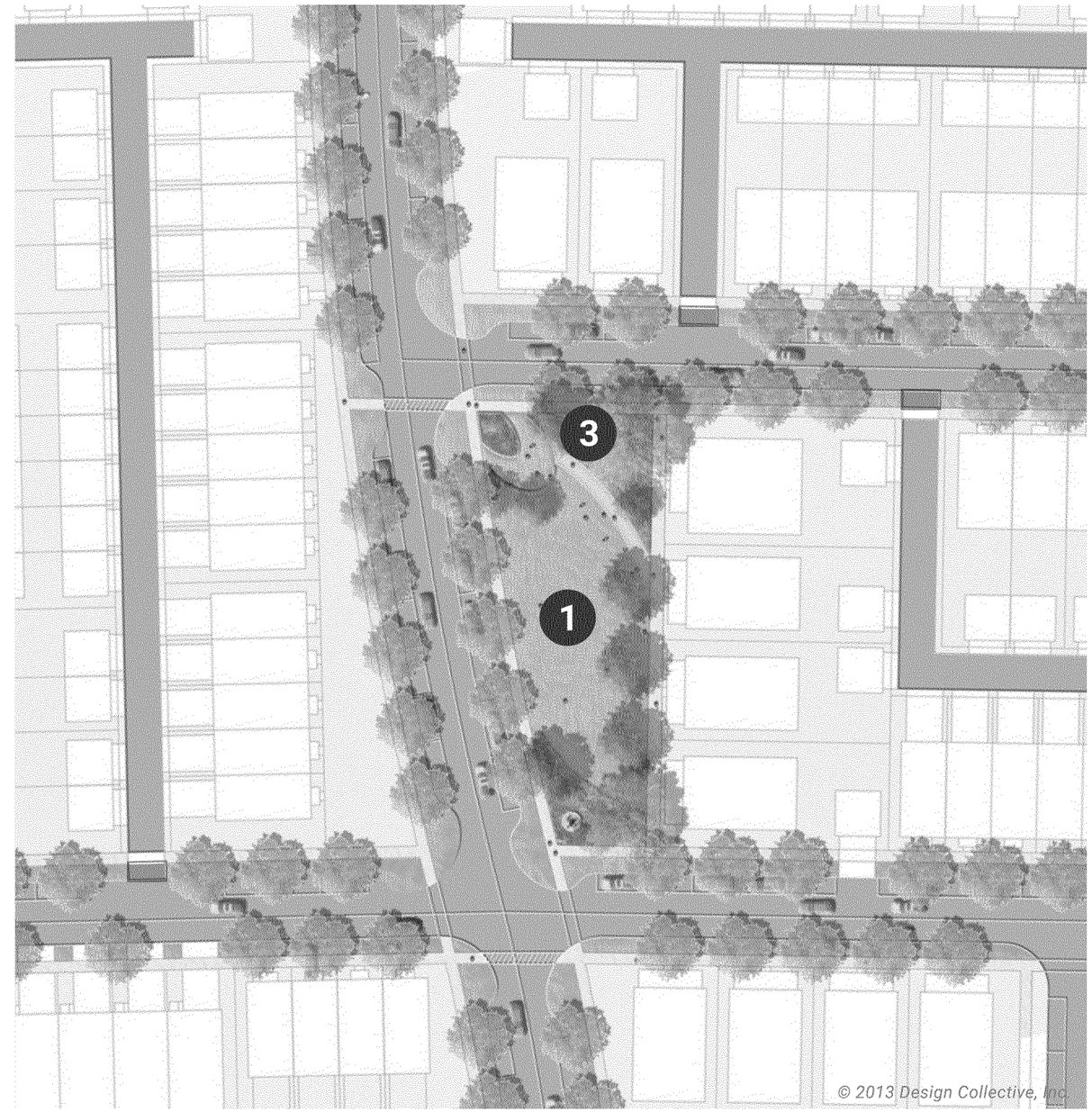
ATTACHED GREEN

Attached Greens range in size, but are generally smaller than a Central Green. Beyond size, they are distinguished by the fact that lots directly adjoin the open space on one or more sides. As with a Central Green, Attached Greens typically consist of more planted landscape areas than paved hardscape areas, but may include paths or sidewalks for pedestrian crossings and other small areas of hardscape. Attached Greens may occur throughout Village Place, distributed among the neighborhood. Generally, but not always, these greens are located at the ends of blocks. Each should have a unique character or feature to help create an identity for the surrounding area.

Size: Typically at least 2,400 square feet but not more than 2 acres in size.

Character: The design consists primarily of trees and lawn areas, informally disposed, and should not include excessive amounts of hardscape that will generally appear unoccupied and uninviting when not in use. Minimally, Attached Greens shall include a pathway, landscaping, and benches. Attached Greens are available for unstructured recreation and passive reflection. By definition, these greens shall be attached, with lots directly adjoining the open space, on one or more sides.

The two Attached Greens depicted to the right on this and the following page are typical examples. They are representative of two different sizes of attached greens and show illustrative, conceptual plans only as precedents. Final proposed designs for Village Place will vary, however, the design intent of this type of open space shall be carried forward and the design criteria within the FBC shall be followed.



Typical Attached Neighborhood Green - Greenleigh, MD - Midtown

This plan is illustrative only. Source: Design Collective, Inc.

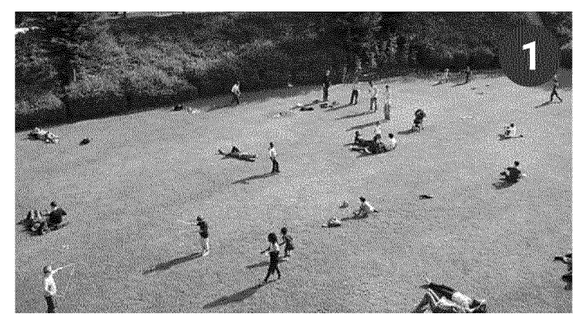
Typical Attached Neighborhood Green - Greenleigh, MD - Eastside

This plan is illustrative only. Source: Design Collective, Inc.

The images to the right are for precedent reference only.

Precedent: Attached Green - Maple Lawn, MD

Credit: Design Collective

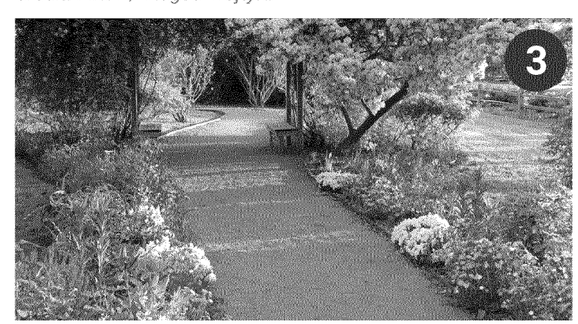


Precedent: Informal lawn and gathering space

Credit: Flickr / Magda Wojtyra

Precedent: Picnic Pavilion - Maple Lawn, MD

Credit: Design Collective



Precedent: Natural plantings with brick paths

Credit: Grass Roots Gardening

Precedent: Micro-bioretention - Baltimore, MD

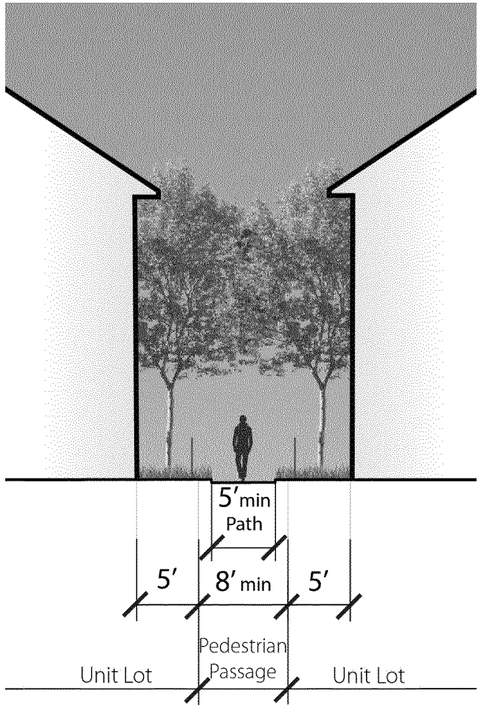
Source: Design Collective

PEDESTRIAN PASSAGES

Pedestrian Passages are linear open spaces that typically make a pedestrian connection along a tree-lined or planted walk from one street to another or to an open space. Pedestrian Passages may be either formal or informal in their design, reflecting the character of the surrounding architecture.

Size: A minimum of 8' wide with a minimum 5' wide brick, concrete, gravel, or sand/clay path.

Character: A hardscape pathway within a planted landscape area that may contain trees or other plantings to either side of the pathway.



Pedestrian Passage Typical Section
Credit: Design Collective

Precedent: Mid-block Pedestrian Passage - Fords Landing, VA
Credit: Design Collective

Precedent: Mid-block Pedestrian Passage - Fords Landing, VA
Credit: Design Collective

Precedent: Mid-block Pedestrian Passage - Norfolk, VA
Credit: Design Collective

NATURAL AREAS

Natural Areas are vegetated, typically peripheral open spaces set aside for environmentally-sensitive features such as wetlands or streams, or to provide additional environmental or recreational benefit. Natural Areas typically consist of mostly landscape but may include trails, associated amenities, and stormwater management.

Size: Varies in size based on location and environmental features.

Character: A natural landscape that acts as a vegetated buffer protecting natural habitats and environmental features. Any added plantings shall be informal in arrangement; grasses and perennials should be planted in swaths to emulate naturally-occurring meadows. Trails within the Natural Areas may be paved or unpaved, may include boardwalk or bridge segments, and should accommodate a variety of users including bicyclists, walkers, skaters, and joggers.

See also the *Pinehurst Development Ordinance* (PDO), Section 9.5 Landscaping Requirements for minimum dimensional and plant size standards for buffers, screens, and parking lots.

The images to the left and right are for precedent reference only.

Precedent: Trail and bridge in Natural Area
Source: unknown

Precedent: Sidewalk along Natural Area - Celebration, FL
Credit: Design Collective

Precedent: Layered Buffer Planting along Natural Area
Source: fine-furnished.com

PLAZA

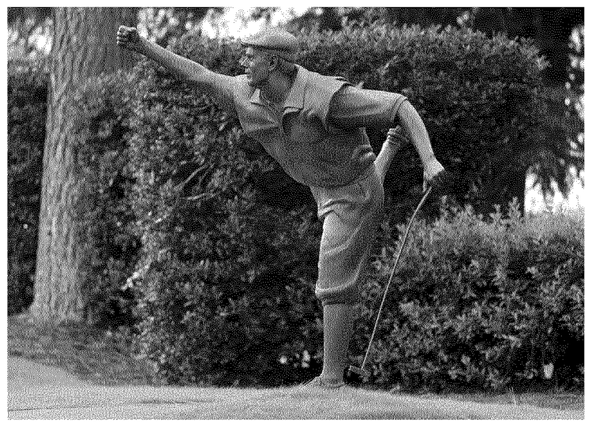
Plazas are open spaces at the intersection of important streets, between buildings along a street or sidewalk, and/or at the front or around important commercial and/or civic buildings. Plazas are set aside for public use and intense pedestrian activity.

Typically, plazas are circumscribed on all sides by building frontages and/or streets. Plazas may contain large areas of durable pavement as well as furniture, public art, fountains, and trees, all formally arranged. Plazas are generally located at the core of a community and/or commercial district and intended for small, passive moments of rest and/or large gatherings and events. Provisions within large plazas for lighting, sound, and similar infrastructure needs should be considered.

Size: 1/8–1 acre

Character: Mostly hardscape; activated by both planned and spontaneous activities; attached minimally on one side.

Precedent: Small Plaza with center lawn - Lyndhurst, OH
Credit: Legacy Village



Precedent: Payne Stewart sculpture - Pinehurst, NC
Source: www.linksmagazine.com

Precedent: Plaza with seating and trees for shade - Reston, VA
Source: Design Collective

The purpose of the Landscape Material and Element Standards is to ensure and maintain a consistent, high-quality built environment within Village Place.

Throughout Village Place, various tree and plant types shall be employed to denote the different zones and uses of landscape areas. For example, shade trees shall be used to shelter seating areas, long swathes of perennials or grasses may edge movement zones, and grass lawn areas may occur in quiet, informal gathering areas. The hierarchy and character of each open space is encouraged to be expressed through the creative use of different plant materials. Landscape plantings on lots should compliment the architecture and use, but also the overall character of the Village.

In addition to Landscape plantings, hardscape and site furnishings are an important component of open space design that helps express the individual character of the Central Green, Attached Green, Plaza, or Pedestrian Passage. Unlike streetscapes where uniformity of the furnishings and fixtures is desired and appropriate, open spaces should aim to be uniquely memorable.

The Material and Element Standards include criteria for the following components of open spaces:

1. Landscape
2. Hardscape
3. Site Furnishings

Owner / Developers shall submit landscape plans prepared by an appropriately-licensed professional certifying that the landscape plans meet the design intent and criteria specified in this Form-Based Code, including plant species selection or comparable alternatives.

TALL TREES (>30' AT MATURITY):

Tree Crown: Density of tree crowns should be considered when choosing tree species and used appropriately. Crown density and spacing of trees can negatively affect street lighting, cleanliness, shade density, sight lines to buildings, and safety, when used inappropriately. Trees should reflect the intended use of the space and balance between ecological function and aesthetic value. Trees in open spaces should consider the desire for adequate filtered sunlight reaching the ground plane and understory plantings. A variety of species is generally desired to contrast with the uniformity of the street trees.

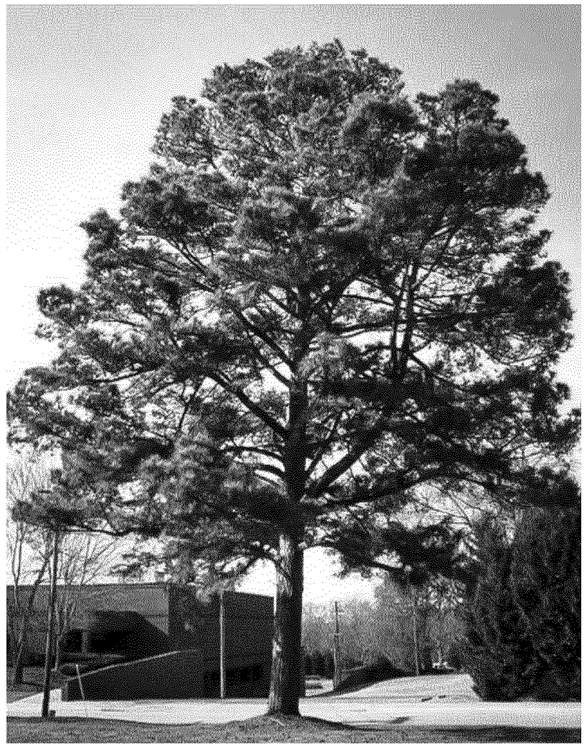
Soil Compaction: Preventing soil compaction should be considered in tree species selection and placement. Avoidance of excessive movement over tree root zones and the use of root protection materials (such as Silva Cells or other approved systems) should be considered, to allow stormwater infiltration and promote tree longevity.

Color and Texture: Color variation and textural qualities should be noted and considered when selecting certain shade trees. A variety of seasonal color and/or differentiation among open spaces should be considered.

Selection & Pruning: Certain species have been cultivated to be thornless, fruitless, disease and insect resistant, and are preferred in high-use and stressed environments. Trees known for excessive plant litter and weak limbs should be avoided in high-use pedestrian and vehicular areas, in order to prevent injury and utility damage. In these high-use areas, shade tree limbs should be pruned to approximately 8 feet above grade, to not impair circulation routes for pedestrians, bicyclists, and maintenance vehicles.

Zone Hardiness: Appropriate hardiness of tree species should reflect the climate zone of the intended planting area. Although the site's climate zone may be consistent, microclimates within the site may exist and will inform specific plant selection based on sun exposure, slope, and soil condition.

Growth Habit: Trees known for root upheaval, water sprouts, or knees should be planted in areas away from pedestrian movement, to prevent personal injury or circulation disruption (unless alternative root protection, root barrier, or root growth methods are implemented).



Precedent Image - Tall Tree
Credit: The Tree Center

The scale of the trees' eventual growth (both eventual height and root mass) should be taken into consideration when deciding tree species, spacing, and proximity to buildings, parking, and utilities.

Invasive trees: should be avoided to prevent spread of noxious seeds, roots, or rhizomes (refer to local invasive plant species list).

Biodiversity: A variety of trees should be used to promote local biodiversity and healthy resiliency against insects and diseases. The same tree genus should not be used for more than approximately ten percent of the entire planting design.

Additionally, see the Plant Palette on pages 44-45.

SMALL TREES (10'-30' AT MATURITY:

Tree Crown: The crown and density of specimen/ornamental trees will vary greatly. Selection and placement/spacing of trees should support the desired design aesthetic, whether in small clumps for accent, in rows to reinforce linear references, or in random/organic patterns to strengthen a natural aesthetic. Specimen trees may be used to denote a place of significance, frame views, accentuate a façade or sculptural piece, or add visual and seasonal variation to a planting area. Specimen/ornamental trees should not be overused. The scale of specimen/ornamental trees; eventual growth (both eventual height and root mass) should be taken into consideration when deciding tree species, spacing, and proximity to buildings, parking, and utilities.

Soil Compaction: Same as noted for Tall Trees.

Color and Texture: "Specimen/ornamental tree" refers to any tree specially noted for its high visual quality of bloom color, foliage color, texture, visibility, or placement in the landscape. Typically, specimen/ornamental trees are lower growing trees, single or multi-stemmed, which can be planted in massings, small clusters, individually, or in large planters. Specimen/ornamental trees are noted for flowers, color, and/or texture. Avoid overuse of specimen/ornamental trees that bloom at the same time of year and consider a staggering of species and bloom times that last for different durations and begin and end at different times.

Zone Hardiness: Same as noted for Tall Trees.

Growth Habit: Invasive trees should be avoided to prevent spread of noxious seeds, roots, or rhizomes (refer to local invasive plant species list). Trees known for root upheaval, water sprouts, or knees, should be planted in areas away from pedestrian movement, to prevent personal injury or circulation disruption (unless alternative root protection, root barrier, or root growth methods are implemented). Those with fragrant flowers may attract stinging insects and should be located an appropriate distance out of reach from pedestrians. Maintenance costs and considerations should be weighed when choosing ornamental tree species that require constant attention.

Biodiversity: Same as noted for Shade Trees.

Precedent Image - Small Tree
Credit: Smart Seeds Emporium

Precedent Image - Large Shrub
Source: fastgrowingtrees.com

SHRUBS:

Design Objective: Planting areas, massings, and large planters are typically the best locations for shrubs. They may be used to control circulation by guiding the movement of pedestrians and cyclists. Shrubs may be used for screening against views, wind, sun, and similar. Shrubs should grow to (or be maintained at) a height that will not obstruct views, block visibility, or create unsafe areas. Shrubs should be spaced for eventual growth and expansion, depending on size of the plant upon installation. Evergreen and deciduous shrubs should be used to create a year-round range of colors, textures, and interest in the landscape. Shrubs used in masses or as hedges should be of the same genus and species and not intermixed. However, intentionally naturalized areas or designs that intend to mimic a more organic or natural environment may be mixed.

Color and Texture: A variety of evergreen and deciduous shrubs are recommended. Leaf color, texture, and flowers, as well as growth habit, should be varied and selected to support a particular design aesthetic. A shrub's fragrance, whether pleasant or odious, should be considered; unpleasant fragrant shrubs should be avoided.

Zone Hardiness: Same as noted for Tall Trees.

Growth Habit: Shrubs with poisonous berries or shrubs that attract stinging insects should be located an appropriate distance out of reach from pedestrians and especially children. Importantly, shrub plantings around circulation routes shall avoid thorns, bright berries, and insect-attracting flowers. Invasive plants should be avoided to prevent spread of noxious seeds, roots, or rhizomes (refer to local invasive plant species list).

Biodiversity: Same as noted for Tall Trees. Native and drought tolerant shrubs are desired.

PERENNIALS, FERNS, GRASSES, AND GROUNDCOVERS:

In this section, "grasses" refers to a blend of native and ornamental grasses other than sod. Perennials, ferns, grasses, and groundcovers may be planted in massings, clusters, grids, or borders, but should not be planted alone unless in planters or pots.
A blend of non-invasive, native and exotic grasses should be used to exhibit regional character while adding interest and variety. Grasses that grow above 48" should be avoided for security and wildlife issues.

Precedent Image - Low Shrub
Source: www.provenwinners.com

Precedent Image - Fern
Credit: Wikimedia/Krzysztof Ziarnek, Kenraiz

Growth Habit: Invasive plants should be avoided to prevent spread of noxious seeds, roots, or rhizomes (refer to local invasive plant species list).

PLANT PALETTE

The Plant Palette provides a list of approved trees and plants for Village Place and is derived, but pared down, from the Plant Species Native to the Sandhills in Appendix G of the *Pinehurst Development Ordinance* (PDO). The Plant Palette shall be used for landscape within open spaces, lots, and streetscapes.

The plant palette chart is divided into the following eight (8) categories:

1. Tall Trees (>30' at maturity)
2. Small Trees (10'-30' at maturity)
3. Large Shrubs (6'-12' at maturity)
4. Medium Shrubs (4'-6' at maturity)
5. Low Shrubs (<6' at maturity)
6. Ferns
7. Grasses
8. Perennials

Each category provides the plant's Latin name, common name, height, and any specific notes.

Alternative plant species may be used, with approval from the Village.

Latin Name	Common Name	Native/ Adaptive	Notes
Tall Trees (> 30')			
Acer floridanum	Southern Sugar Maple	native	beautiful bark
Acer rubrum	Red Maple	native	great Fall color
Betula nigra	River Birch	native	beautiful bark
Chamaecyparis thyoides	Atlantic White Cedar	native	evergreen
Fagus grandifolia	American Beech*	native	silver bark
Ilex opaca	American Holly*	native	evergreen
Ilex opaca	American holly	native	evergreen
Juniperus virginiana	Eastern Redcedar*	native	evergreen
Juniperus virginiana	Red cedar	native	evergreen
Magnolia grandiflora	Southern Magnolia	native	evergreen
Magnolia grandiflora	Southern Magnolia	adaptive	evergreen
Magnolia virginiana	Sweetbay	native	
Nyssa sylvatica	Blackgum	native	good fall color
Pinus echinata	Shortleaf Pine	native	evergreen
Pinus palustris	Longleaf Pine	native	evergreen
Pinus serotina	Pond Pine	native	evergreen
Pinus taeda	Loblolly Pine	native	evergreen
Platanus occidentalis	Sycamore	native	
Quercus coccinea	Scarlet Oak	native	
Quercus falcate	Southern Red Oak	native	
Quercus pagoda	Cherrybark Oak	native	
Quercus phellos	Willow Oak	native	
Quercus rubra	Red Oak	native	
Quercus stellata	Post Oak	native	
Tilia Americana	Basswood	native	good for pollinators
Ulmus Americana	American Elm	native	use disease resistant cultivars
Small Trees (10-30 ft)			
Alnus serrulata	Alder	native	good for wet soils
Amelanchier arborea	Serviceberry	native	flowering
Amelanchier canadensis	Juneberry	native	flowering
Carpinus caroliniana	American hornbeam	native	
Cercis canadensis	Eastern redbud	native	flowering
Chionanthus virginicus	Fringe Tree	native	flowering
Cornus alternifolia	Pagoda dogwood	adaptive	flowering
Cornus florida	Flowering Dogwood	native	flowering ; use disease resistant
Crataegus spp.	Hawthorn	native	flowering
Halesia carolina	Carolina Silverbell	native	flowering
Hamamelis virginiana	Witch-hazel	native	flowering in Jan/February
Magnolia virginiana 'Moon Glow'	Moon Glow Sweetbay	native	evergreen
Magnolia x soulangiana	Magnolia	adaptive	flowering
Ostrya virginiana	Hophornbeam	native	
Oxydendrum arboreum	Sourwood	native	

Latin Name	Common Name	Native/ Adaptive	Notes
Large Shrubs (6-12 ft)			
Aesculus pavia	Red Buckeye*	native	
Buxus semp. 'Dee Runk'	Fastigate American Boxwood	adaptive	evergreen
Cornus amomum	Silky Dogwood	native	
Ilex 'Conaf'	Oakleaf Holly	adaptive	evergreen
Ilex deciduas	Possumhaw	native	good winter berries
Ilex verticillata	Winterberry	native	good winter berries
Myrica cerifera	Wax Myrtle	native	evergreen
Rhododendron arborescens	Sweet azalea	native	
Rhododendron calendulaceum	Flame azalea	native	
Rhododendron catawbiense	Mountain rosebay	native	evergreen
Rhus copallina	Winged Sumac	native	
Rhus glabra	Smooth Sumac	native	
Viburnum rufidulum	Rusty Blackhaw	native	keep off sidewalks due to fruit
Viburnum x rhytidophylloides 'Allegheny'	Leatherleaf Viburnum	adaptive	evergreen
Medium Shrubs (4-6 ft)			
Camellia japonica	Camellia	adaptive	evergreen
Kalmia latifolia	Mountain laurel	native	evergreen
Rhododendron carolinianum	Carolina Rhododendron	native	evergreen
Rhododendron periclymenoides	Wild or Pinxter azalea	native	
Rhododendron vaseyi	Pinkshell azalea	native	evergreen
Viburnum x rhytidophylloides 'Cree'	Dwarf Leatherleaf Viburnum	adaptive	evergreen
Low Shrubs (Under 4')			
Abelia x grandiflora	Glossy Abelia	adaptive	
Buxus mic.'Winter Gem'	Korean Boxwood	adaptive	evergreen
Buxus mic.'Wintergreen'	Korean Boxwood	adaptive	evergreen
Clethera alnifolia	Summersweet Clethra	native	
Cornus sericea	Redosier Dogwood	adaptive	
Hydrangea aborescens	Snowhill Hydrangea	native	flowering
Hypericum prolificum	Shrubby St. John's Wort	native	flowering
Ilex glabra 'Compacta'	Compact Inkberry Holly	adaptive	evergreen
Leucothoe fontanesiana	Drooping leucothoe	native	evergreen
Rosa carolina	Carolina rose	native	flowering
Rosa palustris	Swamp rose	native	flowering
Vaccinium macrocarpon	Cranberry	native	evergreen
Vaccinium pallidum	Lowbush blueberry	native	
Viburnum acerifolium	Maple-leaf Viburnum	native	

Latin Name	Common Name	Native/ Adaptive	Notes
Ferns			
Adiantum pedatum	Maidenhair fern	native	
Asplenium platyneuron	Ebony spleenwort	native	evergreen
Athyrium felix-feimina	Lady fern	native	
Dennstaedtia punctilobula	Hay-scented fern	native	
Dryopteris marginalis	Wood fern	native	evergreen
Onoclea sensibilis	Sensitive fern	native	
Osmunda cinnamomea	Cinnamon fern	native	
Polystichum acrostichoides	Christmas fern	native	evergreen
Grasses			
Andropogon gerardii	Big bluestem	native	
Andropogon virginicus	Broomsedge	native	
Arundinaria gigantea	River cane	native	
Carex pensylvanica	Pennsylvania sedge	native	
Carex plantaginea	Plantain-leaved sedge	native	
Chasmanthium latifolium	River Oats	native	
Panicum virgatum	Switch-grass	native	
Schizachyrium scoparium	Little bluestem	native	
Sorghastrum nutans	Indian grass	native	
Perennials			
Amsonia spp.	Blue star	adaptive	
Aquilegia canadensis	Wild columbine	native	
Asclepias incarnata	Swamp milkweed	native	
Asclepias tuberosa	Butterfly-weed	native	
Aster novea angliae	New England aster	native	
Astilbe spp.	Astilbe	adaptive	
Baptisia spp.	Wild indigo	adaptive	
Chelone lyonii	Pink turtlehead	native	
Coreopsis 'Moonbeam'	Coreopsis	adaptive	
Dicentra eximia	Bleeding heart	native	
Echinacea spp.	Coneflower	adaptive	
Geranium 'Rozanne'	Wild geranium	adaptive	
Helianthus resinosus	Sunflower	native	
Hemerocallis spp.	Daylily	adaptive	
Heuchera americana	Alumroot	native	
Heuchera 'Palace Purple'	Coral Bells	adaptive	
Hosta spp.	Hosta	adaptive	
Iris cristata	Dwarf crested iris	native	
Liatris spicata	Blazing star	native	
Lobelia cardinalis	Cardinal flower	native	
Monarda didyma	Bee-balm	native	
Nepeta faassenii	Catmint	adaptive	
Pachysandra procumbens	Allegheny spurge	native	
Phlox carolina	Carolina phlox	native	
Phlox divaricata	Wild blue phlox	native	
Phlox paniculata	Garden phlox	native	
Polygonatum biflorum	Solomon's seal	native	
Rudbeckia 'Goldsturm'	Blackeyed susan	adaptive	
Salvia 'May Night'	May Night Salvia	adaptive	
Silene virginica	Fire pink	native	
Solidago rugosa	Winkle-leaf goldenrod	native	
Tiarella cordifolia	Foamflower	native	
Vernonia noveboracensis	New York ironweed	native	

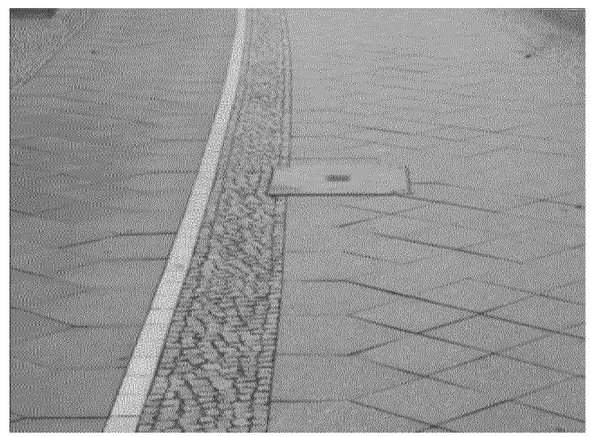
HARDSCAPE

Throughout Village Place, various paving types may be employed to denote the different zones and uses of hardscape areas. For example, where a sidewalk adjoins a plaza seating area, a change in paving type differentiates a movement zone from an area of rest. The hierarchy of spaces is encouraged to be reinforced through the creative, yet restrained, use of different paving options by varying material, pattern, color, and/or texture. Unlike the more uniform streetscape, hardscape areas within open spaces are encouraged to differ from and contrast with the typical street sidewalk paving (however, concrete is anticipated as the primary material for both streetscape sidewalks and open space paths). Hardscape areas within open spaces shall contribute to the overall design intent and character of the space and compliment the adjacent architecture.

Materials:
Hardscape shall be constructed of concrete or brick pavers, stone, brushed concrete, or sand/clay. Trails may also be asphalt.

Details:
Hardscape paving materials shall meet all mobility and accessibility requirements. Changes to paving material, pattern, color, and/or texture may occur between different zones and uses of the open space areas.

Precedent Image - Brick path
Credit: Grass Roots Gardening



Precedent Image - Hardscape
Credit: www.japagirlemberlin.com

Precedent Image - Hardscape Paving
Source: i.pinimg.com

SITE FURNISHINGS & FIXTURES

BENCHES, TABLES, AND CHAIRS

Outdoor seating is an important element in a vibrant neighborhood, providing places for social interaction and recreation. When outdoor seating is comfortable, clean, and convenient, visitors will be encouraged to stay and residents will be able to enjoy Village Place. Benches, tables, and chairs within the open spaces, away from the street edge, shall be differentiated from the typical street furnishings. Whereas the street furnishings shall be uniform and consistent throughout Village Place, furnishings within the open spaces may be unique and expressive of the overall composition and character of the space. A variety of styles, materials, and colors are strongly encouraged.

Materials: Benches shall be metal (aluminum, steel, or cast iron), a combination of wood and metal, stone, or other durable material. Materials with a high percentage (75% or more) of recycled content are encouraged. Other materials may be used for benches that serve as public art if approved by the Village.

Details: Benches should be surface-mountable or able to be embedded in paving. Tables and chairs may be either permanently placed/mounted or moveable.
Pots and Planters

Precedent Image - Outdoor Seating
Source: www.smugmug.com

Precedent Image - Bench with back
Credit: Landscape Forms

Precedent Image - Bench without back
Credit: www.landscapeforms.com

POTS AND PLANTERS

Pots and planters should add interest, color, and pedestrian scale to the open space. Low-maintenance planters with perennial and annual plantings are highly encouraged throughout Village Place, but shall be appropriate to the overall design of the open spaces in which they occur. Moveable pots and planters shall be used where permanent planters may limit the versatility and use of an open space.

Details: Pots and planters shall be of a durable, low maintenance material. Materials with a high percentage (75% or more) of recycled content are encouraged. Pots and planters shall not impede pedestrian circulation or block visibility.

TREE GRATES

Tree grates are appropriate in open spaces with high pedestrian traffic. In Village Place, tree grates should be used primarily within plazas. As part of the streetscape, tree grates shall be consistent throughout Village Place, however, when used in open spaces away from the street edge, tree grates may be of a different design coordinated with the open space character.

Materials: Tree grates shall be metal (steel or cast iron). Materials with a high percentage (75% or more) of recycled content are encouraged.

Details: Tree grates shall be properly maintained and cleaned for the safety of visitors and for the welfare of the trees they protect.
Waste/Recycling Receptacles

Precedent Image - Planters
Source: st.houzz.com

Precedent Image - Planters
Source: www.secretgardenshop.com

Precedent Image - Tree Grates
Credit: Flickr / Orbmiser

BOLLARDS

Bollards may be used in open spaces to protect pedestrians from vehicles or to add visual interest and provide ground-level lighting.

Details: Bollards shall be of a durable, low maintenance material. Bollards may be permanent or removable, depending on the desired limits of access. Removable bollards are recommended where possible in order to provide maximum flexibility.

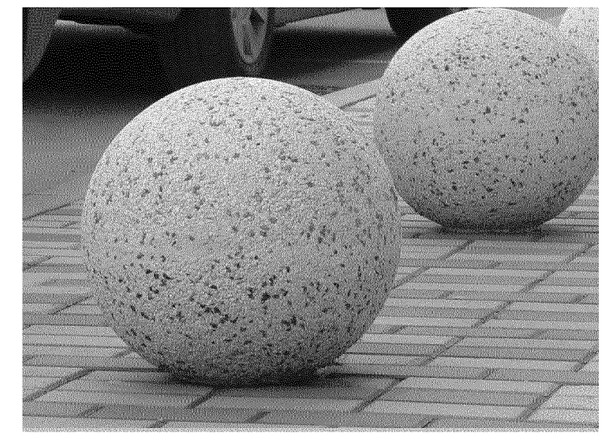
SMOKING RECEPTACLES

A non-smoking environment should be a goal of Village Place; however, proper disposal of tobacco products is necessary to avoid littering and fire hazards.

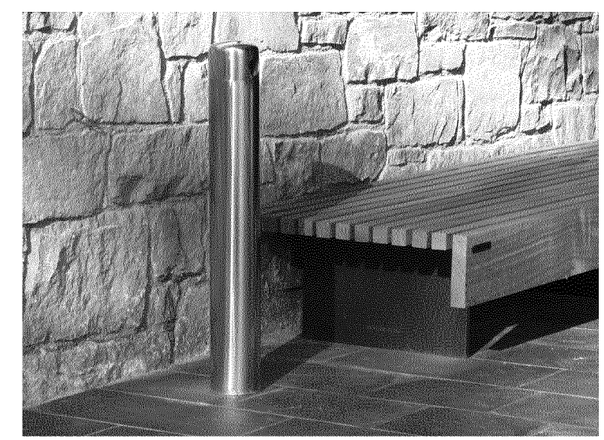
Materials: Smoking receptacles shall be metal.

Details: Any exterior designated smoking areas shall be located at least 25 feet away from building entries, outdoor air intakes, operable windows, and playgrounds.

Precedent Image - Bollards
Credit: www.broxap.com & www.bollards.co.uk



Precedent Image - Bollard
Credit: Il Fiore Rosso



Precedent Image - Smoking/Cigarette Receptacle
Credit: Landscape Forms

WASTE AND RECYCLING RECEPTACLE

Waste and recycling receptacles should be coupled together (or adjaceent to one another) and shall be conveniently located along streets. For sanitation purposes, receptacles shall have a rain guard over the main opening and shall conceal the main recycling or trash container. Waste and recycling receptacles used as standard types for streets may be used in adjacent open spaces (see Street Lights on pages 31) or unique receptacles specific to and coordinating withe other other furnishings in the open space may be selected, conforming to the criteria below.

Materials: Waste and recycling receptacles shall be metal or a combination of wood and metal.

Details: Waste and recycling receptacles should be coupled together and shall be conveniently located in central open spaces and at main trail heads. For sanitation purposes, receptacles shall have a rain guard over the main opening and shall conceal the main recycling or trash container.

Precedent Image - Waste/Recycling Receptacle
Credit: Forms + Surfaces

Precedent Image - Waste Receptacle
Credit: Landscape Forms

LIGHTING

Lighting in open spaces should change in scale and type according to the adjacent use, size, and character of the space. Light fixtures used as standard types for streets should not be employed randomly (out of alignment, away from the street edge) in adjacent open spaces (see Street Lights on pages 31). A variety of lighting types are encouraged in open spaces and may include pole-mounted, string, lantern, bollard, sconce, step, and similar types.

Materials: All light poles and fixture housings shall be metal or durable composite material. All lighting fixtures are encouraged to be Dark Sky compliant, as defined by the International Dark Sky Association (IDA). LED (or other advanced energy efficient lamp) fixtures are recommended to provide a range of 70 to 100 watts for pedestrian-scaled light locations. LED fixtures shall have a lamp color near 4000 K (similar to natural sunlight during morning or afternoon hours).

Precedent Image - Tivoli Garden Lights
Source: 1.bp.blogspot.com

Precedent Image - Bollard Lights
Source: lightandliving.com

Precedent Image - Bench without back
Source: www.simplelifeprattle.com

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