



Memo

To: Homebuilders

From: Village of Pinehurst Planning and Inspections

Date: October 15, 2019

Re: Development Submittals - Effective 11/1/2019

This memo is being initiated after receiving multiple submittals missing the required topographic information on site plans. Per Appendix B, of the Pinehurst Development Ordinance, single family development site plan submissions must include the following:

*Indicate existing and **proposed** topographic elevations and finished floor elevation on site plan. Contour lines shall be indicated with no larger than two foot intervals for existing and proposed (LIDAR data may be utilized);*

The inclusion of this information is not only required, but becoming increasingly critical to the review process, as Pinehurst continues to approach build out and as the remaining buildable lots have asymmetrical topographic conditions. Pre-existing topography and post grading topography provides critical information to Village staff performing reviews for stormwater and drainage compliance. Village staff thanks those of you who have been submitting the required topographic information, those of you who will ensure future submittals will include the topographic information, and all of you for your assistance in maintaining our vibrant community.

Effective November 1, 2019 building permits for single and two family structures will not be issued without this information.

Respectfully,

A handwritten signature in red ink, appearing to read 'Darryn Burich', is written over the word 'Respectfully,'.

Darryn Burich,
Village of Pinehurst
Planning and Inspections Director
910-295-8658
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