RESOLUTION #23-44:

A RESOLUTION AMENDING THE VILLAGE OF PINEHURST FEES AND CHARGES SCHEDULE

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in the regular meeting assembled on the 26th day of September, 2023, as follows:

SECTION 1. That the attached "Village of Pinehurst Fees and Charges Schedule," is hereby adopted effective October 1, 2023, said schedule attached hereto as (Exhibit A) is made a part hereof, the same as if included verbatim.

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 That all resolutions or sections thereof in conflict herewith are hereby repealed and declared null and void from and after the date of adoption of this resolution.

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

THIS RESOLUTION passed and adopted this 26th day of September, 2023.

VILLAGE OF PINEHURST VILLAGE COUNCIL

John C. Strickland, Mayor

Approved as to Forma

Attest:

Shannon Konstantinou, Village Clerk

Michael J. Newman, Village Attorney

ADMINISTRATION:

Council Adopted Date	Description	Fee/Charge	Unit
Other Charges			
02/2022	Paper Copies	\$0.25	per sheet
01/2016	Overtime Costs if overtime is needed to fulfill a public records request promptly	Actual overtime cost	per request
01/2016	Special Service Charge for public records request involving extensive use of IT resources (> 2 hours of staff time)	Actual labor cost	per request
01/2016	Golf Cart Stickers	\$20.00	per cart
03/2004 03/2004	Municipal Code Copies: Entire Code Supplements	\$0.10 \$1.00	per sheet per sheet
03/2004	Non-Sufficient Funds (NSF)	\$35.00	per return
12/2007	Late Payment of Code Enforcement Invoices	1.5%	per month on balance unpaid after 30 days

Rental Fees for Use of Village Rooms

Rental fees and deposit requirements apply to non-profit organizations whose principal operating office is not within the Village of Pinehurst and to private groups or individuals.

The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility or equipment. Cancellation of an event results in forfeiture of all or a part of the deposit (30 days or less 100% retained, 31 days or more 50% retained). Deposits are refundable if facilities are properly cleaned by the user following the event and no damage to the facilities or the audio visual equipment has occurred.

A pre-meeting training session with a representative from the IT Department is required prior to utilizing the audio visual equipment for the first time. If IT assistance with the audio visual equipment is needed during the rental period, the Audio visual assistance fee will be charged. The Village Manager has the right to waive the deposit and fee requirement if deemed appropriate.

	Deposit – Assembly Hall & Station 91 Conference Room:		
12/2007	Audio visual equipment is <u>not</u>	\$100.00	per event
12/2007	utilized Audio visual equipment is utilized	\$200.00	per event
	Rental Fee – Conference Room:		
	Up to 3 hours:		
12/2007	Resident	\$25.00	per event
12/2007	Non-Resident	\$50.00	per event
12/2007	More than 3 hours	\$25.00	per hour

ADMINISTRATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
12/2007 12/2007 12/2007 01/2013 Reimbursen	Rental Fee – Assembly Hall & Station 91 Conference Room: Up to 3 hours: Resident Non-Resident More than 3 hours Audio visual assistance	\$50.00 \$100.00 \$25.00 \$50.00	per event per event per hour per hour
04/1998	Time	Cost of staff used (Salaries & Benefits), plus 10% administrative fee	per hour
04/1998	Equipment	Rates determined by Federal Emergency Management Agency (FEMA)	various

Refer to the FEMA schedule of equipment rates for the rates used to calculate the fee for the use of Village equipment. This schedule can be found at https://www.fema.gov/schedule-equipment-rates.

FIRE:

Council			
Adopted Date	Description	Fee/Charge	Unit
Fire Inspection	(Non-Residential)		
10/2001	Initial Inspection	No Charge	
02/2023	Re-Inspection with violations remaining		
	1st Re-Inspection	\$100.00	per inspection
	2 nd Re-Inspection	\$200.00	per inspection
	3 rd and Subsequent Re-Inspection	\$500.00	per inspection
Permits Require	ed by NC Fire Code – review, permit and	d inspection fee	s
	th in this section are fixed for the review	of plans for fire	protection systems and the
	nits required by the Fire Prevention Code.	* * * * * * * * * *	
02/2023	Fire Sprinkler Systems	\$100.00 due	per permit plus \$0.01 per
		at submittal	square foot for permit and
			inspection, \$50.00 minimum
02/2023	Fire Alarm / Detection Systems	\$100.00 due	per permit plus \$0.01 per
02/2023	The Alami / Detection Systems	at submittal	square foot for permit and
		at Submittai	inspection,
			\$50.00 minimum
02/2023	Standpipe System	\$100.00 due	per permit plus \$0.01 per
		at submittal	square foot for permit and
			inspection,
			\$50.00 minimum
02/2021	Hood Suppression System	\$75.00	per permit
02/2021	Any other required permit	\$75.00	per permit
02/2023	Express Plan Review	\$250.00	per express plan review
	(less than 48 hour notice)	plus	
		applicable fee	
02/2023	Express Inspection	\$250.00	per express inspection
	(less than 48 hour notice)	plus	
02/2022	Do review food for 2rd and subacquent	applicable fee	nor aubmission
02/2023	Re-review fees for 3 rd and subsequent submission	\$150.00	per submission
02/2021	Lift a Stop Work Order	\$100.00	per Stop Work Order
02/2021	Lift a Glop Work Graci	Ψ100.00	per ctop work Order
02/2023	Work performed without a permit	Greater of	per permit
		\$500.00 or	
		double fee	

Fire Service: Hours for staff and equipment for non-village sponsored events will be billed at the established rate documented in the Administration section of the Fees and Charges Schedule.

INFORMATION TECHNOLOGY (IT):

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

LIBRARY AND ARCHIVES:

Council Adopted Date	Description	Fee/Charge	Unit		
Library Fees					
02/2022	Library Card Fee – Resident/Non-Resident	No Charge	per patron		
02/2022	Lost Item Fee	Actual Replacement Cost or Replacement of Identical Item with Staff Approval	per item		
02/2022	Rental Fee – Conference Room	Reference Page 1 Administration: Rental Fee- Conference Room	per event		
02/2022	Paper Copies	Reference Page 1 Administration: Paper Copies	per sheet		
Archive Fees					
Images – Digital	Images				
09/2022	Commercial Entity Fee	\$150.00 \$75.00 \$25.00	per images 1 – 4 per images 5 – 10 per images 11 +		
09/2022	Non-Commercial Entity Fee	\$50.00	per image		
09/2022	Non-Profit Entity Fee	\$15.00	per image		
02/2022	Dropbox Fee	\$25.00	per request		
02/2022	Additional Use of Each Image	\$10.00 each additional use	per image		

LIBRARY AND ARCHIVES (continued):

Council Adopted Date	Description	Fee/Charge	Unit			
Archive Fe	es (continued)					
Images – P	hotographic Prints (Prepared in House)				
02/2022	5 X 7	\$37.00	per print			
02/2022	8 X 10	\$47.00	per print			
02/2022	11 X 14	\$72.00	per print			
02/2022	11.7 X 16.5	\$77.00	per print			
Images - R	esearch Fees					
02/2022	Basic Research Fee – Locating Information/Image	No Charge	up to 30 minutes			
02/2022	Basic Research Fee – Locating Information/Image	\$30.00	greater than 30 minutes			
Graphics -	Ross Golf Course Photocopies					
02/2022	Notes & Field Sketches 8.5 X 11	\$1.00 \$2.00 \$2.50	per black & white copy per color copy per photo paper copy			
02/2022	Blueprints 11 X 17	\$2.00 \$5.00 \$10.00	per black & white copy per color copy per photo paper copy			
02/2022	Golf Course Layouts	See General Fees: Outsourced Printing (page 7)				
Graphics -	Graphics – Ross Golf Course Layout Prints on Graphic Presentation Paper (Prepared in House)					
02/2022	8.5 X 11	\$47.00	per print			
02/2022	11 X 14	\$72.00	per print			
02/2022	11.7 X 16.5	\$77.00	per print			

LIBRARY AND ARCHIVES (continued):

Council Adopted Date	Description	Fee/Charge	Unit			
Archive Fe	Archive Fees (continued)					
Graphics – Ross Golf Course Graphics – Digital Graphics						
02/2022	Digital Golf Course Layout	\$250.00	per layout			
02/2022	Digital Field Sketches, 9 Holes	\$75.00	per 9 holes			
02/2022	Digital Field Sketches, 18 Holes	\$150.00	per 18 holes			
02/2022	Digital Field Sketches, 36 Holes	\$200.00	per 36 holes			
02/2022	Scanning or Re-Scanning of Ross Graphics	\$15.00	per 15 minutes			
General Fe	<u>es</u>					
02/2022	Outsourced Printing	Actual cost plus 35%	per image			
02/2022	Shipping & Handling	Greater of \$10.00 or Actual Shipping Cost	per parcel			
Library and	d Archives Fees Definition					
	Categories of Entities:					
09/2022	09/2022 Commercial Entity: Any individual, sole proprietorship, corporation, business, or other entity that does not qualify under any other category.					
09/2022	09/2022 <u>Non-Commercial Entity:</u> Non-commercial, private individual.					
09/2022	Non-Profit Entity: Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6, (c)7 or federal, state, or local governments.					
The Village of Pinehurst reserves the right to define the entity category based on the usage of the image.						

PLANNING AND INSPECTIONS:

FLANNING AND INSPECTIONS.					
		Pla	inning Fee	Inspection Fee	
Council Adopted		Fee/		Fee/	
Date	Description	Charge	Unit	Charge	Unit
	Amendments		0	g	0.00
02/2019	Zoning Text Amendment (PDO)	\$500	per application		
02/2019	Zoning Map (Rezoning)	\$1,300	per application		
02/2019	Zoning Map (Conditional Rezoning)	\$5,000	per application		
02/2019	Comprehensive Plan Amendment	\$750	per application		
	Board of Adjustment Fees				
02/2019	Appeal (50% is refunded if appeal is successful)	\$1,000	per application		
02/2019	Variance	\$500	per application		
	Certificates of Appropriateness (Historic District)				
02/2019	Certificate of Appropriateness (COA) - Major	\$500	per application		
02/2019	Certificate of Appropriateness (COA) - Minor	\$100	per application		
	Final Plats				
02/2019	Final Plat - Major	\$325	per application		
02/2019	Final Plat - Minor	\$50	per application		
	Site Plans (Commercial and Multi-Family)				
02/2020	General Concept Plan	\$2,900	per permit		
02/2019	Site Plan - Major (>= 2 acres)	\$4,000	per permit		
02/2020	Site Plan - Minor (< 2 acres)	\$2,100	per permit		
	Special Use Permit				
02/2019	Special Use	\$700	per application		
	Subdivisions of Land				
02/2019	Subdivision - Major	\$4,500	per permit		
02/2019	Subdivision - Minor	\$1,400	per permit		
02/2019	Subdivision - Exempt	\$50	per permit		
	Commercial Building Permits				
02/2019	Commercial Addition	\$1,200	per permit	\$0.59	per square foot (sf)
02/2019	Commercial Alteration	\$100	per permit	\$0.59	per square foot (sf)
02/2019	Commercial New	\$4,100	per permit	\$0.59	per square foot (sf)
	Demolition/Relocation Permits				
02/2019	Commercial Demolition	\$205	per permit	\$170	per permit
02/2019	Multi-Family Demolition	\$200	per permit	\$175	per permit
02/2019	Residential Demolition	\$50	per permit	\$150	per permit
	Grading/Clearing Permit				
02/2019	Grading/Clearing Permit (Required for any new construction)	\$40	per permit	\$110	per permit
	Multi-Family Building Permits				
02/2019	Multi-Family Addition	\$1,200	per permit	\$0.59	per square foot (sf)
02/2019	Multi-Family Alteration	\$100	per permit	\$0.59	per square foot (sf)
02/2019	Multi-Family New	\$4,100	per permit	\$0.59	per square foot (sf)

PLANNING AND INSPECTIONS (continued):

		Plan	Planning Fee		spection Fee
Council Adopted Date	Description	Fee/ Charge	Unit	Fee/ Charge	Unit
	Pools and Spas				
02/2019	Pool/Spa - Commercial	\$380	per permit	\$170	per permit
02/2019	Pool/Spa - Residential	\$65	per permit	\$110	per permit
	Residential Building Permits				
02/2019	Residential Addition	\$175	per permit	\$0.17	per square foot (sf)
02/2019	Residential Alteration	\$175	per permit	\$0.17	per square foot (sf)
02/2019	Residential New	\$330	per permit	\$0.17	per square foot (sf)
03/2004	Residential New - Homeowners Recovery Fee	\$10	per permit		
	Single Trade Permits - Commercial/Multi-Family				
02/2019	Commercial/Multi-Family Electrical	\$40	per permit	\$60	per permit
02/2019	Commercial/Multi-Family Mechanical	\$40	per permit	\$60	per permit
02/2019	Commercial/Multi-Family Plumbing	\$40	per permit	\$60	per permit
02/2022	Commercial/Multi-Family Building	\$40	per permit	\$110	per permit
	Single Trade Permits - Residential				
02/2022	Residential Electrical	\$40	per permit	\$60	per permit
02/2022	Residential Mechanical	\$40	per permit	\$60	per permit
02/2022	Residential Plumbing	\$40	per permit	\$60	per permit
02/2022	Residential Building	\$40	per permit	\$60	per permit
	Manufactured/Modular Units				
02/2019	Manufactured/Modular Units - Commercial	\$100	per permit	\$150	per unit
02/2019	Manufactured/Modular Units - Residential	\$100	per permit	\$100	per unit
	Accessory Structures				
02/2019	Accessory Structures - Commercial	\$200	per permit	\$0.59/sf	per square foot (sf)
02/2019	Accessory Structures - Residential	\$175	per permit	\$0.17/sf	per square foot (sf)
03/2004	Accessory Structures - No Dimension > 12 ft.	\$50	per permit		
	Other Permits				
02/2019	ABC Permit	\$50	per permit	\$100	per permit
02/2019	Beekeeping	\$25	per permit		
02/2019	Decks and Patios	\$100	per permit	\$50	per permit
02/2019	Docks & Bulkheads	\$100	per permit	\$50	per permit
02/2019	Driveway	\$25	per permit	\$75	per permit
02/2019	Fence, Wall, or Column	\$125	per permit	\$50	per permit
02/2019	Floodplain Development	\$200	per permit		
02/2019	Home Health & Day Care	\$50	per permit	\$100	per permit
03/2004	Home Occupation	\$50	per permit		
02/2019	Mobile Food Vendor	\$25	per permit		

PLANNING AND INSPECTIONS (continued):

		Planning Fee		Inspection Fee	
Council					
Adopted	Description	Fee/	l lmit	Fee/	l lait
Date	Description Other Permits (continued)	Charge	Unit	Charge	Unit
02/2019		\$50	n o v n o vno it	Φ ΕΟ	nor norm:t
	Propane Tank		per permit	\$50	per permit
02/2020	Right of Way Use - Residential	No Charge	per permit		
02/2020	Right of Way Use - Commercial	\$50	per permit		
02/2019	Seasonal Pool	\$25	per permit		
02/2019	Sign - Permanent	\$225	per permit	\$50	per permit
02/2019	Solar Permit	\$45	per permit	\$55	per permit
02/2019	Temporary Use	\$250	per permit		
02/2019	Tent (Inspection fee waived for horse show tents)	\$65	per permit	\$110	per permit
02/2019	Zoning Use	\$50	per permit		
	Other Fees				
02/2022	Administrative Modification	\$100	per application		
02/2019	Annexation	No Charge	per petition		
02/2019	Compliance or Re-Inspection Fee			\$100	per inspection
02/2019	Encroachment Agreement	\$200	per agreement		
02/2019	Modification to Prior Approval	\$200	per application		
02/2023	Nonconforming Use Certificate (short term rentals)	\$50	per certificate		
02/2019	Plan Re-Review Fee (3rd and subsequent reviews)	\$500	per review		
02/2019	Pre-Application Meeting	No Charge	per meeting		
02/2019	Time Extension	\$50	per application		
02/2019	Zoning Certification Letter	\$50	per letter		
	Penalties/Violations				
03/2004	Lift a STOP WORK ORDER			\$100	per STOP WORK ORDER
03/2004	Work performed without a permit	Double fee	per permit		

All permitting and inspection fees for residential repairs made under the Habitat for Humanity Repair Program are waived.

POLICE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellane	ous Fees		
	Parking Ticket:		
12/2004	Overtime Violation	\$5.00	per ticket
12/2004	Other Parking Violations	\$10.00	per ticket
12/2009	Precious Metals Dealer Permit	\$180.00	per application
12/2009	Precious Metals Registered Employee	\$10.00	initial application per
			employee
		\$3.00	annual renewal per
			employee
12/2009	Precious Metals Special Occasion Permit	\$180.00	per application

PUBLIC SERVICES - SOLID WASTE:

Council			
Adopted	Description	Fee/Charge	Unit
Date			

Miscellaneous Fees

Each single-family residence will be issued one refuse cart and may request one recycling cart and one yard debris cart free of charge. Each single-family residence may also purchase a maximum of one additional refuse, recycling, and/or yard debris cart for residential use which will be collected at no additional charge.

02/2023	Refuse Cart	<u>\$70.00</u>	per additional cart
02/2023	Recycle Cart	<u>\$70.00</u>	per additional cart
02/2023	Yard Debris Cart	<u>\$70.00</u>	per additional cart

DECDEATION _ EAID BADN.

Council Adomtod			
Council Adopted Date	Description	Fee/Charge	Unit
Facility Rental			
all amenities or, for fee. If any amenity	rented under the following two option or renters who use only tables and characters is requested, other than tables and the applicable base fee and may use	nairs, the applicable base f chairs, the package rate a	ee plus a per table/chair
behalf of the Village for enhancement use agreements v	ed for Village departments, non-profit ge, non-profits who spend a majority to Village-owned facilities, and other with the Village. Non-profits and othe o more than three days of free use perofit rate.	(greater than 50%) of thei governmental agencies the governmental agencies t	r financial expenditures at have reciprocal facility that fit these categories
	Base Fee Full Day		
02/2023	(14 hours or less) *: Resident Non-Resident Non-Profit**	\$2,130.00 \$2,580.00 \$1,500.00	per day
	Commercial Base Fee Weekday	\$2,880.00	
02/2023	(8 hours or less) *: Resident Non-Resident Non-Profit** Commercial (14 hours or less) *: Commercial	\$1,380.00 \$1,680.00 \$1,000.00 \$1,860.00 \$2,310.00	per day
02/2021	Additional Hour Above 8 Hour/14 Hour Maximum	\$150.00	per hour
02/2023	Corporate Meeting	\$942.00 \$582.00	greater than 4 hours less than 4 hours
Thursday only w	is for Friday – Sunday for a 14 ho ithin the specified time frame. Add definition on Page 10.		
Special Use			
12/2003	Base Fee	Determined with the a	approval of the Parks and Recreation Director
Other Fees			
02/2020	Package Rate (Includes all amenities): Resident	\$1,500.00	per event

\$1,500.00 \$2,000.00

base fee

Non-Resident/Commercial

RECREATION - FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
02/2019	Cancellation (90 days or less)	80% of deposit retained	per deposit
02/2019	Cancellation (91 days or more)	60% of deposit retained	per deposit
02/2023	Postponement Fee (one postponement at no charge)	\$250.00	per postponement
02/2020	Chairs (includes set-up)	\$6.00	per chair
02/2019	Deposit (Security/Damage): Non-Profit* (full day or weekday) Full Day (excluding non-profits) Weekday (excluding non-profits)	\$750.00 \$1,250.00 \$1,000.00	per event
09/2013	Corporate Meeting Deposit	\$250.00	per event
02/2023	Holiday Premium **	\$450.00	per day
02/2019	Prohibited Items (deducted from deposit)	\$500.00	per event
12/2007	Tables (includes set-up)	\$9.00	per table

^{*} See Non-Profit definition below.

Fair Barn Fees and Charges Definition

	Categories of Renters:
12/2003	Resident: Non-commercial, private individual that resides or owns property within
	the corporate limits of the Village of Pinehurst.
12/2003	Non-Resident: Non-commercial, private individual that does not own property
	within the corporate limits of the Village of Pinehurst.
12/2003	Non-Profit: Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5,
	(c)6 or (c)7 with a physical location or offices located within Moore County, NC.
12/2003	<u>Commercial:</u> Any individual, sole proprietorship, corporation, business, or other
	entity that does not qualify under any other renter category.
07/2017	Corporate Meeting: Any Commercial or Non-Profit renter using the facility Monday
	through Thursday between the hours of 8:00 AM and 5:00 PM. Rates are inclusive
	of all amenities such as tables and chairs charged under Other Fees in this
	Schedule.

The Village of Pinehurst reserves the right to define the renter category based on the usage.

^{**} Holiday Premium applies to the following holidays: New Year's Eve, New Year's Day, Martin Luther King Day, Good Friday, Easter Sunday, Memorial Day, July 4, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.

RECREATION - FAIR BARN (continued):

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

RECREATION – HARNESS TRACK:

Council Adopted Date	Description	Fee/Charge	Unit			
Ground Use	Ground Use					
02/2020	One Infield - without Show Rings	\$155.00	per day			
02/2020	One Infield – with Show Rings	\$260.00	per day			
02/2020	Two Infields – without Show Rings	\$310.00	per day			
02/2020	Two Infields – with Show Rings	\$360.00	per day			
07/2017	Special Event Use – One Infield Special Event Use – Two Infields	\$600.00 \$1,200.00	per day per day			
Deposits						
01/2004	Grounds Use Clean Up	\$150.00	per rental			
01/2004	Show Office Use Clean Up	\$50.00	per rental			
01/2007	Stall Reservation	\$100.00	per stall			
Standardbr	ed Training (Stall Rental)					
02/2022	Full Season	\$1,075.00	per stall			
02/2022	Monthly	\$250.00	per stall			
02/2022	Partial Month – Prorated	\$9.00	per stall/per day			
Standardbr	ed Training (Other Fees)					
02/2020	Grooms Quarters - Improved	\$212.00	per month			
02/2020	Grooms Quarters - Unimproved	\$74.00	per month			
07/2015	Grooms Quarters - Prorated	\$7.00	per day			
01/2013	Grooms Quarters Cleaning Fee	\$50.00	per room			
02/2020	Additional Occupant	\$62.00	per month			
02/2009	Manure Pile Removal	\$25.00	per pile			
Recreationa	al Vehicle Space License					
10/2023	Full Season	\$2,500.00	per space			
10/2023	Monthly	\$400.00	per space			
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RECREATION - HARNESS TRACK (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Horse Show	vs		
01/2001	Manure Pile Removal	\$25.00	per pile
12/2009 01/2011	Impact Fee: Temporary Stalls Horse not using a stall	\$10.00 \$10.00	per stall, per show per day, per horse
02/2020	Paddock Fee	\$26.00	per paddock per show
01/2015	Stall Clean Out	\$10.00	per stall
02/2020	Vendor/Exhibitor Fee	\$26.00	per vendor/exhibitor
02/2020	er stall, per weekend, max of 3 nights Stall Rental (less than 100)	\$41.00	
02/2020	Stall Rental (less than 100) Stall Rental (more than 100)	\$41.00	
02/2020	Tack Stall Rental	\$36.00	
01/2013	Additional Stall Nights over 3 Nights	\$15.00	per stall, per night
Other Fees			
01/1997	Admission/Parking Charge (does not apply to non-profit rentals)	10% of gate, i	f admission/parking is charged
07/2015	Oversize Vehicle Parking (RV)	\$35.00	per night (maximum stay of 7 days)

RECREATION - HARNESS TRACK (continued):

Council					
Adopted Date					
	Harness Track Fees and Charges Definitions				
01/2012	Ground Use Fee: To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds. The Village of Pinehurst does not charge Ground Use Fees for general use by the public such as walking, golfing, etc.; Standardbred training; and Resort stable usage. Sponsored/co-sponsored activities by the Village with outside entities will negotiate a usage fee per the discretion of the Parks and Recreation Director. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group. Priority for rentals will be given to individuals or groups requesting use of the Show Rings.				
01/1997	<u>Clean Up Deposit:</u> The Village requires all renters of the Harness Track grounds or any office to be used as the Show Office to supply a deposit. The Village of Pinehurst based on whether the facility is left clean by the user may retain all, a portion of, or none of the deposit.				
01/2011	Standardbred Fee: Standardbred fees are charged according to the Fee Schedule. Improved Grooms Quarters refer to rooms with direct access to a combination of water/sewer and heat system. Un-Improved Grooms Quarters refer to rooms without access to water/sewer and heating. The Standardbred season is defined as the period from October 15 – May 1. Priority for stall reservations will be given to Full Season stall rentals. Monthly Stall rentals will be available on a first come, first served basis after all Full Season stalls have been assigned. Payments received in full, in advance or upon arrival for all Full Season stalls, will receive a 5% discount.				
10/2023	Recreational Vehicle Space License: Fee to be charged to those requesting to license a recreational vehicle space at the Pinehurst Harness Track facility. The full season for recreational vehicle space license is designated for seven months from October 1 – April 30.				
01/2014	Horse Shows: Horse Shows are charged the Ground Use Fee plus all other applicable charges listed in the Fee Schedule. Overtime hours for staff will be billed at the established rate as per the Village's Service Fee Policy. Fees related to inspections of tents will be waived for all horse shows held on the grounds.				
01/1997	Other: Tack Shop, Track Restaurant, and Barn 19 each have their own lease agreements, which are renewed annually with an adjustment according to the Consumer Price Index (CPI).				
07/2017	Special Event Use: To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds for any event or activity not sponsored/co-sponsored by the Village. Examples could include concerts, car shows, large gatherings that will have a significant impact on the facility. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group.				

RECREATION – PARKS and RECREATION:

Council Adopted Date	Description	Fee/Charge	Unit		
Memberships/CI	asses/Programs				
The fee for all Parks and Recreation programs, events, leagues and athletic events is the same regardless of the age of the participant unless specified otherwise in the Fee Schedule. No Pinehurst resident youth will be denied participation based on their ability to pay. The registration fee may be prorated by the Parks and Recreation Director for participants who wish to attend after a class has started. Memberships will not be prorated.					
02/2020	Non-Resident Family Membership	hip Membership cost is \$60. The membership is valid for one year from purchase date. It entitles every member of the family (Parents/Children) to register at the Resident rate for all Athletic Events, Athletic Leagues, Classes and Programs.			
09/2019	Open Gym Membership – Individual Resident Non-Resident	\$15.00 \$30.00	per 6 months per 6 months		
09/2019	Open Gym Membership – Family (2 or more members) Resident Non-Resident	\$30.00 \$60.00	per 6 months per 6 months		
07/2017	Resident – Classes/Programs	\$10.00 plus direct costs	per participant		
12/2008	Non-Resident – Classes/Programs	Two times resident fee	per participant		
01/2016	Outside Group Programs	Outside groups using Village facilities to conduct programs or classes approved by the Village Parks & Recreation Department will remit 10% of all fees collected. There will be no charge for the use of the facilities.			
09/2019	Late Pickup Fee Resident/Non-Resident	\$1.00	per minute		

RECREATION - PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Athletic Leagues			
02/2022	Player Fee: Resident	\$30.00	per player
02/2022	Non-Resident	\$60.00	per player

Youth Day Camps

The weekly rates for Youth Day Camps will be calculated and published online. The deposit will be applied to the weekly rate and the balance of each week reserved is due one week prior to the start of each session.

The registration fee may be prorated by the Parks and Recreation Director for participants who wish to attend after a class has started.

06/2013	Resident	\$10.00 plus direct costs	per participant
12/2008	Non-Resident	One and a half times the resident fee	per participant
12/2007	Deposit	\$25.00	per week reserved

General Fees

The following fees may apply to all Parks and Recreation Facility Rental unless stated otherwise in the Fees and Charges Schedule.

06/2013	Admission Charged (does not apply to non-profit rentals)	10%	gross sales
06/2013	Chairs-(only available on site)	\$1.50 set up by renter \$3.00 set up by Village staff	per chair
06/2013	Tables-on site	\$4.50 set up by renter \$9.00 set up by Village staff	per table
01/2016	Tables-off site (limited quantities)	\$4.50 Resident \$9.00 Non-Resident	per table
06/2013	Vendor/Exhibitor	\$25.00	per vendor/exhibitor
07/2018	Food Vendor	\$75.00	per vendor
07/2018	Alcohol Vendor	\$400.00	per vendor

RECREATION - PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
General Fee	s (continued)		
06/2013	Sound System	\$50.00	per event
12/2008	Overnight Parking(Resident and Non-Resident	\$2.00	per car per night
02/2021	Drop In Fee	\$7.00	per day per activity
02/2021	Event Admission	\$2.00 \$5.00	per person ages 12 & under per person ages 13 & over
Rental Fees	for Use of Village Parks		
02/2022	Facility Rental Supervisor	\$45.00 \$15.00	first two hours each additional hour
02/2022	Athletic Facilities: Resident/Non-Profit	\$20.00 \$40.00	per hour without lights per hour with lights
02/2022	Non-Resident	\$40.00 \$80.00	per hour without lights per hour with lights
12/2008	Bleachers (Resident and Non-Resident)	\$25.00	per bleacher per day
07/2017	Park Picnic Shelters: Resident/Non-Profit	\$30.00 \$15.00	first three hours each additional hour
07/2017	Non-Resident	\$60.00 \$15.00	first three hours each additional hour
Special Eve	nt Permits		
01/2015	Application Fee	\$50.00	per event
01/2015	Late Application Fee	\$25.00	per event
01/2015	Bleachers	\$50.00	per unit
01/2015	Greenway Trail Use	\$50.00	per event
01/2015	Post Event Clean Up	\$100.00	per event
01/2015	Street Closure	\$50.00	per barricade point
01/2015	On-site Staffing (three hour minimum)	determined by Pa based on size an	nber of staff needed will be arks and Recreation Director d scope of event. Hourly rates scheduled to work an event.

RECREATION - PARKS and RECREATION (continued):

Council			
Adopted	Description	Fee/Charge	Unit
Date			

Rental Fees for Use of Arboretum and Tufts Park

Rental fees and deposit requirements apply to individual, groups and non-profit organizations based on the location of principal operating office/residence.

The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the grounds. Cancellation of an event results in forfeiture of all or a part of the deposit (90 days or less 100% of the deposit will be retained, 91 days or more 50% of the deposit will be retained). Deposits are refundable if grounds are properly cleaned by the user following the event and no damage to the grounds has occurred.

Fees will be waived for Village departments, non-profits under contract to provide direct services on behalf of the Village, non-profits who spend a majority (greater than 50%) of their financial expenditures for enhancement to Village-owned facilities, and other governmental agencies that have reciprocal facility use agreements with the Village. Non-profits and other governmental agencies that fit these categories are restricted to no more than three days of free use per calendar year. Additional uses are at the established non-profit rate.

Arboretum Lawn

The Arboretum lawn is divided into three separate areas available for rent. The Pergola Garden is adjacent to the Assembly Hall, Joyce's Meadow is the large field below the Pergola Garden and the Magnolia Lawn is between the Entrance Structure and Overlook near the intersection of McCaskill and Magnolia Roads.

If more than one amenity is requested to be used, the package rate will apply per day.

Timmel Pav	rilion Only (includes tables and chairs)		
01/2015	Pavilion rental (5 hour maximum): Resident/Non-Profit Non-Resident Resident and Non-Resident	\$180.00 \$240.00 \$40.00	first three hours first three hours each additional hour
07/2018	Pavilion rental (5 hour maximum) Discounted rate if booked within 72 hours of use: Resident/Non-Profit Non-Resident Resident and Non-Resident	\$60.00 \$120.00 \$30.00	first three hours first three hours each additional hour
07/2017 Grounds O	Pavilion rental (full day): Resident/Non-Profit Non-Resident nly (includes tables and chairs)	\$750.00 \$1,000.00	per day per day
07/2017	Pergola Garden: Resident/Non-Profit Non-Resident	\$500.00 \$650.00	per day

RECREATION - PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Rental Fees	for Use of Arboretum and Tufts Park (contin	nued)	
Grounds On	ly (includes tables and chairs) (continued)		
07/2017	Magnolia Lawn: Resident/Non-Profit Non-Resident	\$500.00 \$650.00	per day
01/2015	Joyce's Meadow: Resident/Non-Profit Non-Resident	\$600.00 \$775.00	per day
01/2015	All Grounds: Resident/Non-Profit Non-Resident	\$775.00 \$1,000.00	per day
Grounds & F	Pavilion Rental (includes tables and chairs)		
07/2017	Pergola Garden & Timmel Pavilion: Resident/Non-Profit Non-Resident	\$1,100.00 \$1,400.00	per day
07/2017	Magnolia Lawn & Timmel Pavilion: Resident/Non-Profit Non-Resident	\$1,100.00 \$1,400.00	per day
07/2017	Joyce's Meadow & Timmel Pavilion: Resident/Non-Profit Non-Resident	\$1,100.00 \$1,400.00	per day
07/2017	All Grounds & Timmel Pavilion: Resident/Non-Profit Non-Resident	\$1,500.00 \$1,800.00	per day
Staff			
02/2022	Set up/Breakdown crew for tables and chairs	\$400.00	per event
Deposit			
01/2015	Timmel Pavilion Only Deposit	\$100.00	per event
07/2018	Multiple Amenities/Venues Deposit	\$200.00	per event

RECREATION - PARKS and RECREATION (continued):

Council Adopted Date	Description		Fee/Charge		Unit
Tufts Memo	rial Park				
06/2013	Deposit		\$100.00		per event
06/2013	Resident/Non-Profit		\$250.00		per day
01/2015	Non-Resident		\$325.00		per day
At the discre	Special Events At the discretion of the Parks and Recreation Director, a fee may be established for special events based on direct costs.				pecial events based
01/1997	Resident and Non-Resident		No charge		per participant
Workshops					
01/1997	Resident		\$5.	.00	per participant
12/2008	Non-Resident	T۱	wo times the resident t	fee	per participant
Trips	Trips				
01/1997	Using Non-Village Owned Vehicle: Resident		\$5.00 plus direct co	sts	per participant
01/1997	Non Resident		\$10.00 plus direct co	sts	per participant
01/1997	Using Village Owned Vehicle: Resident		\$5.00 plus direct co and IRS mileage ra	sts	per participant
01/1997	Non-Resident		\$10.00 plus direct co and IRS mileage ra		per participant

RECREATION - PARKS AND RECREATION (continued):

Council Adopted	Description	Fee/Charge	Unit
Date			

Rental Fees for Use of Community Center

Rental fees and deposit requirements apply to individuals, groups and non-profit organizations based on the location of principal operating office/residence.

The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility. Cancellation of an event results in forfeiture of all or a part of the deposit (14 days or less 100% of the deposit will be retained, 15 days or more 100% of the deposit will be refunded). Deposits are refundable if facility is properly cleaned by the user following the event and no damage to the facility has occurred.

If more than one amenity is requested to be used, the package rate will apply per day.

All kitchen rentals require additional kitchen cleaning fee as noted below.

Weekend rental is for Friday - Sunday. Weekday rental is for Monday - Thursday.

Community Center Facility Rentals: Multi-Purpose Room: 09/2019 Resident/Non-Profit - Weekday \$80.00 first two hours Resident/Non-Profit - Weekend \$100.00 first two hours Non-Resident - Weekday \$160.00 first two hours Non- Resident - Weekend \$200.00 first two hours Additional Hourly Rate \$40.00 each additional hour 09/2019 Multi-Purpose Room/Kitchen: Resident/Non-Profit - Weekday \$110.00 first two hours Resident/Non-Profit - Weekend \$140.00 first two hours Non-Resident - Weekday \$220.00 first two hours Non- Resident - Weekend \$280.00 first two hours Additional Hourly Rate \$55.00 each additional hour 09/2019 Gymnasium: Resident/Non-Profit - Weekday \$170.00 first two hours Resident/Non-Profit - Weekend \$215.00 first two hours Non-Resident - Weekday \$340.00 first two hours Non-Resident - Weekend \$430.00 first two hours Additional Hourly Rate \$85.00 each additional hour 09/2019 Gymnasium/Multi-Purpose Room: Resident/Non-Profit - Weekday \$225.00 first two hours Resident/Non-Profit - Weekend \$280.00 first two hours Non-Resident - Weekday \$450.00 first two hours Non-Resident - Weekend \$560.00 first two hours Additional Hourly Rate \$115.00 each additional hour

RECREATION - PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Community	Center Facility Rentals (continued)		
09/2019	Gymnasium/Multi-Purpose Room/ Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend Additional Hourly Rate	\$260.00 \$325.00 \$520.00 \$650.00 \$130.00	first two hours first two hours first two hours first two hours each additional hour
Tournament	s:		
09/2019	Gymnasium: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$680.00 \$850.00 \$1,360.00 \$1,700.00	per day per day per day per day
09/2019	Gymnasium/Multi-Purpose Room: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$900.00 \$1,125.00 \$1,800.00 \$2,250.00	per day per day per day per day
09/2019	Gymnasium/Multi-Purpose Room/Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$1,040.00 \$1,300.00 \$2,080.00 \$2,600.00	per day per day per day per day
09/2019	Kitchen Cleaning Fee	\$50.00	per kitchen rental
Deposits			
09/2019	Multi-Purpose Room	\$75.00	per event
09/2019	Gymnasium	\$75.00	per event
09/2019	Tournaments	\$225.00	per event

RECREATION - PARKS and RECREATION (continued):

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

RECREATION - PARKS and RECREATION (continued):

Council Adopted Date	
02/2022	Refund Policy

Purpose

To adopt a fair and equitable refund policy for all fee based classes, programs, and leagues that allows for sufficient cancellation time for programs with participant deficits.

Coverage

This policy, upon adoption by the Village Council, shall be applicable to all individuals registered in fee based programs conducted by the Parks and Recreation Department until such time as it is altered, modified, or rescinded by the Village Council.

Policy

If the department cancels a program, class, activity, or facility reservation, a FULL refund will be issued in the form of a check within two (2) weeks.

Once a person or team has registered for a program, class, activity, or league, or has reserved a facility or equipment, NO REFUNDS will be issued to that person or team UNLESS the department receives a request in writing five (5) working days prior to the first scheduled day of the program, class, activity, league action, or reservation.

When an individual registrant has cancelled under certain circumstances that qualify the individual for a refund, the refund will be equal to the amount paid by the registrant, less a \$10.00 administrative fee and any non-refundable deposits that may be applicable.

A refund may be applied in the form of a credit to the registrant's account in lieu of a refund check.

If a registrant cancels participation in a trip, a full refund, less a \$10.00 administrative fee and any non-refundable deposits, will be issued if the trip is fully subscribed and the registrant's slot is filled. Otherwise, there will be no refund.

Inclement Weather Policy - Shelters and Athletic Fields

Rentals may be transferred to another available day or a refund may be given if the following occurs:

- If lights are used, notice shall be given before lights are scheduled to come on.
- If inclement weather occurs during the rental, notice shall be given as soon as a decision to cancel has been made and a partial refund/credit may be given.
- When lights are not reserved, notice shall be given within twenty four (24) hours of rental.

The Parks and Recreation Director will determine refunds in any special circumstance not addressed by this policy.

VILLAGE- WIDE:

Council Adopted Date	
07/2013	

Upon approval, the fees and charges outlined in this schedule will be applied to all activities and events scheduled to occur after the effective date of the schedule. For example, a Fair Barn event booked after the approval date that will occur after the effective date will be billed at the newly established rates.

The Village Manager or designee may charge a fee not included in the fee schedule but are deemed appropriate for unique situations.

Fees for Co-Sponsored events will be determined by the Village Manager or designee.

The Village Manager or designee may waive any fee that is deemed in the best interest of the community.