



AGENDA

Tuesday, March 19, 2024: 3:00 PM

Town Council Work Session

**C. Michael Haney Community Room: Southern Pines Police Department
450 W. Pennsylvania Ave**

1. CALL TO ORDER

2. TOWN MANAGER'S COMMENTS

3. ACTION ITEMS

a. Consider SU-01-23: Written Decision for Mill Creek CUP Amendment

Staff has prepared a draft Written Decision for application SU-01-23, Mill Creek Conditional Use Permit Amendment, for the Town Council's review and approval.

b. Consider Ordinance #3033 to Amend the Recreation Improvements Project Fund Budget

When the Town's pool was inspected and permitted for the 2023 summer season, the County Environmental Health department noted that the pool interior "will have to be sanded and repainted before the 2024 pool season." Staff has explored various options to complete this work and bring into compliance. With the recommended approach, a vendor will hydro-blast the surface and apply an epoxy paint for a total estimated cost of \$28,923. There are some available funds that can be applied to this project, requiring a budget amendment of \$18,500. More details are included in the packet.

c. Reschedule the May Business Meeting to Wednesday, May 15th

The Moore County Board of Elections will use the E.S. Douglass Community Center for a second primary on Tuesday, May 14, which conflicts with the regularly scheduled Town Council business meeting and public hearing on the FY 24-25 budget. The Council is expected to take action to move this meeting to Wednesday, May 15th at 6pm, still at the E.S. Douglass Center.

d. Consider Executing a Professional Services Contract with CPL to Complete a Feasibility Study for an Addition to the Finance Building

At the February 27th Council work session, staff presented options for advancing renovations to the finance and administration building. Council asked staff to obtain a cost proposal from CPL to evaluate the feasibility of adding on to the 7,100 square-foot finance building to increase its size. CPL has provided a proposal to evaluate two potential additions for a not-to-exceed fee of \$24,520. More details are included in the packet.

4. COUNCIL UPDATES AND DISCUSSION

a. Mt. Hope Cemetery Plot Fees

Staff is working on some minor updates to Chapter 92 of the Code of Ordinances, which regulates the manner in which Mt. Hope Cemetery is maintained, including the sale of lots and burials. One change includes removing fees from Chapter 92 and adding them to the stand-alone Town fee schedule. Staff seeks direction from Council on 1) the desire to increase the plot fees and 2) the proposed fees. It appears that the fees have not been increased since at least 1994. More details are included in the packet.

b. System Development Fee Analysis

Staff will provide some history and background on system development fees (SDF). This discussion is intended to provide some context for newer council members ahead of a public hearing, planned for May, on the detailed SDF analysis report.

c. Planning Department Update

Staff will update Council on applications advancing from the Planning Board to Council and implementation efforts related to the 2040 Comprehensive Plan.

5. COUNCIL ROUNDTABLE

6. ADJOURNMENT

Meetings/work sessions of the Southern Pines Town Council are now available on the Town's [YouTube channel](https://www.youtube.com/channel/UC3hXx2Qk). Video of the Town Council meetings will be live streamed on the channel for viewing either during the meetings or after they have concluded. Please note, the video is provided only for the purposes of viewing the meetings; public comments or questions are not accepted via the live stream. To receive notifications when new content is published, please "subscribe" to the Town's channel at <https://bit.ly/3hXx2Qk>

Agenda Item

To: Reagan Parsons, Town Manager

From: Alaina Mallette, Senior Planner

Subject: SU-01-23: Special Use Permit to expand authorized land uses in Mill Creek Mixed-Use Development master plan; Petitioner: Mill Creek Partners, LLC by Koontz Jones Design, Agent

Date: March 19, 2024

I. PURPOSE

Per UDO §2.14.6(F)(11), “A written decision must be approved for every quasi-judicial application, either by entering the decision at the end of the hearing or at a subsequent meeting of the hearing body, which shall generally be the next scheduled meeting. As part of the written decision, the hearing body must make findings of fact and conclusions as to applicable standards and any conditions. The chair may direct the planning director or town attorney to draft a written decision for approval by the hearing body at its next regularly scheduled meeting, which approval may be on a consent agenda.”

Planning staff have prepared a draft of the written decision of the Town Council’s approval of application SU-01-23 that was heard by the Town Council between December 12, 2023 and March 12, 2024 that the Town Council may now wish to adopt. If the Town Council approves the drafted written decision, the Mayor will sign the document. The original signed version will be delivered to the applicant, authorized agent, and property owner with Planning staff and the Town Clerk maintaining copies of the signed document for their respective files.

II. SUMMARY OF APPLICATION REQUEST

Koontz Jones Design, on behalf of Mill Creek Partners, LLC, has submitted a Special Use Permit major amendment application pursuant to §2.21.12(A) of the Town of Southern Pines Unified Development Ordinance (UDO) to expand the authorized land uses in the General Business conditional zoning district (GB-CD) portion of the development. This amendment proposed adding land uses—dry-cleaning/laundry, special needs educational services, bar/drinking place, mobile food, caterer, courier and messenger services, preschool, and temporary uses—to the list of authorized uses in the GB-CD portion of the development. The amendment also proposed modifications to the Master Plan map to change “Shopping” and “Office/Condominium” sites within the GB-CD to “General Business.” Lastly, a Traffic Impact Analysis was required as part of this application, and was submitted for the Town’s review.

III. TOWN COUNCIL EVIDENTIARY HEARING AND ACTION

A public evidentiary hearing regarding the proposed Special Use Permit amendment was opened on January 23, 2024, and closed on February 13, 2024, then re-opened and re-closed on March 12, 2024. The oath was administered to all witnesses choosing to speak.

Planning staff entered the January 9 staff report as Exhibit A, staff's January 9 presentation as Exhibit B, email correspondence regarding the TIA as Exhibit C, the February 13 staff report as Exhibit E, the North Carolina Department of Transportation letter in response to the TIA as Exhibit F, the March 12 staff report as Exhibit G, and email correspondence from the KoontzJones Design as Exhibit H. The authorized agent, Paul Saathoff of KoontzJones Design, entered his presentation as Exhibit D. Travis Fluitt (the TIA preparer), Robert Koontz of KoontzJones Design (the authorized agent), Bob Klug (the applicant), and BJ Grieve (Planning Director) all provided testimony, as well. After closing the hearing on March 12, 2024, Town Council discussed and voted on the draft findings of fact.

The Town Council voted 4-0 to adopt Attachment 1 of the staff report as Finding of Facts. The Town Council then voted 4-0 to approve SU-01-23 with a condition regarding the removal of certain newly proposed land uses.

IV. ATTACHMENTS

1. Written Decision of the Board: SU-01-23

V. TOWN COUNCIL ACTION

The Town Council may wish to take one of the following actions.

1. No action;
2. Accept the Written Decision for SU-01-23 as prepared by the Town staff;
3. An action listed above with the following conditions...; or
4. Action not listed above...



CASE NUMBER: SU-01-23

**FINDINGS OF FACT, DECISION OF THE BOARD, AND ORDER IN THE MATTER
OF A SPECIAL USE PERMIT AMENDMENT TO THE MILL CREEK MIXED-USE
DEVELOPMENT MASTER PLAN MAP AND LIST OF AUTHORIZED LAND USES**

DESCRIPTION OF MATTER

Koontz Jones Design, on behalf of Mill Creek Partners, LLC, submitted a Special Use Permit major amendment application pursuant to §2.21.12(A) of the Town of Southern Pines Unified Development Ordinance (UDO) to expand the authorized land uses in the General Business conditional zoning district (GB-CD) portion of the development. The amendment proposed adding land uses—dry-cleaning/laundry, special needs educational services, bar/drinking place, mobile food, caterer, courier and messenger services, preschool, and temporary uses—to the list of authorized uses in the GB-CD portion of the development. The amendment also proposed modifications to the Master Plan map to change “Shopping” and “Office/Condominium” sites within the GB-CD to “General Business.” Lastly, a Traffic Impact Analysis was required and was submitted for the Town’s review.

The subject property is accessed from Highway 22 and Airport Road and includes Mill Creek Road. Per the Moore County tax records, the properties to be amended include PARIDs 20070989, 20070990, and 20190237, which are owned by Mill Creek Partners, LLC; Mill Creek Partners II, LLC; and Harris Teeter Properties, LLC; respectively.

A public evidentiary hearing regarding the proposed Special Use Permit amendment was opened on January 23, 2024, and closed on February 13, 2024, then re-opened and re-closed on March 12, 2024. The oath was administered to all witnesses choosing to speak. Planning staff entered the January 9 staff report as Exhibit A, staff’s January 9 presentation as Exhibit B, email correspondence regarding the TIA as Exhibit C, the February 13 staff report as Exhibit E, the North Carolina Department of Transportation letter in response to the TIA as Exhibit F, the March 12 staff report as Exhibit G, and email correspondence from KoontzJones Design as Exhibit H. The authorized agent, Paul Saathoff of KoontzJones Design, entered his presentation as Exhibit D. Travis Fluitt (the TIA preparer), Robert Koontz of KoontzJones Design (the authorized agent), Bob Klug (the applicant), and BJ Grieve (Planning Director) all provided testimony as well. Detailed discussion during the evidentiary hearing can be found in the meeting minutes on record in the Town Clerk’s office and online.

After the second closing of the evidentiary hearing on March 12, 2024, Town Council discussed and voted on the draft findings of fact and final decision.

FINDINGS OF FACT

1. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the request for Special Use Permit approval has fully met the specified submittal requirements as required in the Town of Southern Pines UDO Appendices, the applicants have submitted adequate evidence addressing criteria for a Special Use Permit, and the evidence submitted was sworn testimony by qualified experts or provided through substantiated documentation.
2. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion A (i.e., the proposed special use shall comply with all regulations of the applicable zoning district and any applicable supplemental use regulations), in that the applicant's Justification document (Attachment 4 in Exhibit E) states that the intent of the major amendment is to clarify permissible uses within the General Business portion of the development. The applicant uses a similar format to UDO Exhibit 3-15 Table of Authorized Land Uses to create a list of permissible uses. Applicable supplemental use regulations will be reviewed during site plan review and architectural compliance review. Therefore, the application satisfies this criterion
3. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion B (i.e., the proposed special use shall conform to the character of the neighborhood in which it is located and not injure the use and enjoyment of property in the immediate vicinity for the purposes already permitted), in that the applicant states that they will adhere to the UDO General Business standards and other applicable zoning standards. Additionally, the area surrounding the subject properties include Planned Development districts—such as Tyler's Ridge and Ace Hardware— which include commercial land uses and buildings. Therefore, Town Council believe that the proposed amendment, with the removal of specific land uses mentioned in the conditions of approval, conforms to the commercial neighborhood where it is located.
4. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion C (i.e., adequate public facilities shall be provided as set forth herein), in that the applicant states that water and sewer are readily available to the site, infrastructure has been installed in previous phases of development, and any further expansion will be borne at the cost of the developer. The Town's geographic information systems spatial data layers show both sewer gravity main and water main lines intersecting the properties. Furthermore, Mill Creek Road is a paved town road while Airport Road and Central Drive are both minor arterial roads owned and maintained by North Carolina Department of Transportation. The applicant has committed to both vehicular and multi-modal improvements. Improvements will be made as described in the January 2024 Traffic Impact Analysis or subsequent version approved by the Town Engineer or as required by NCDOT. Considering this information, the Town Council consider the properties to have adequate public facilities.
5. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion D (i.e., the proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district or substantially diminish or impair the property values within the neighborhood), in that the

Master Plan states in Section III Planning Goals, that the development intends to “Provide for orderly and efficient circulation and access... as to allow for the efficient circulation and access of pedestrian and vehicular movement.” The application narrative states that the modifications are “in conformance with the surrounding development and zoning classifications.” No analysis has been submitted on the potential impact of the expanded permitted uses on property values within the neighborhood nor on other potential positive or negative impacts to orderly development (such as sewer and water demand, noise generation, parking, etc.) by the applicant.

The applicant has committed to both vehicular and multi-modal improvements. Improvements will be made as described in the January 2024 Traffic Impact Analysis or subsequent version approved by the Town Engineer or as required by NCDOT. Considering this information, the Town Council finds that sufficient qualified evidence was presented to show that the proposed uses will not impede orderly development and the improvement of the surrounding properties nor impair property values in the neighborhood, especially considering the commitment to vehicular and multimodal improvements when triggered.

6. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion E (i.e., the establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, comfort or general welfare), in that the Applicant’s justification states that “future phases will conform to all development standards... and requirements of the Town. As a result, the use will not be detrimental...” The traffic impact analysis entered into the record for SU-01-23 found that the proposed development will create a roadway safety issue, including multiple level of service issues at failing intersections. The applicant has committed to both vehicular and multi-modal improvements. Improvements will be made as described in the January 2024 Traffic Impact Analysis or subsequent version approved by the Town Engineer or as required by NCDOT. Town Council finds that, there being no additional qualified evidence entered into the record of potential negative impacts resulting from the expansion of proposed permissible uses, there is no expected detrimental impact to the public health, safety, comfort or general welfare.
7. The Town Council finds that the application complies with UDO §2.21.6 Criteria for a Special Use Permit, Criterion F (i.e., the public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use), in that Policy P-7 Streetscapes states that “when streets are developed as part of new developments, ensure that the streets are designed and constructed to support the needs of all users (e.g., cars, bicycles, pedestrians and, where applicable, truck traffic) in context with their location and function in the region, Town and neighborhood in which they are located...” Furthermore, UDO Section 4.12.2(A)(1)(f) states that a Traffic Impact Analysis should “ensure that adequate facilities for pedestrians, transit users and bicyclists have been provided.” The applicant has committed to both vehicular and multi-modal improvements. Improvements will be made as described in the January 2024 Traffic Impact Analysis or subsequent version approved by the Town Engineer or as required by NCDOT. Therefore, the proposed expansion of permissible uses within the General Business Conditional Zoning District portion of the Mill Creek Master Plan is consistent with the future land use designation of Commercial as denoted in the 2016 Comprehensive Long-Range Plan’s (CLRP) Future Land Use Map.

Town Council has determined that sufficient evidence was presented that the public interest and welfare, if any of the proposed individual uses were to be constructed, outweigh individual interests that are adversely affected by the establishment of the proposed use.

CONCLUSION AND DECISION

Therefore, by a vote of 4-0 (with the fifth councilmember recused due to a conflict of interest), the Town Council voted to approve Special Use Permit SU-01-23 with one condition, as follows.

1. The Mill Creek Table of Permissible GB-CD Uses shall be updated to remove the following land uses that do not conform to the character of the neighborhood in which it is located, and the updated list of land uses shall be submitted to the Planning Department by March 29, 2024:
 - a. Car rental and leasing (Land Based Classification Standard 2331);
 - b. Photofinishing (Land Based Classification Standard 2630);
 - c. Animal services (Land Based Classification Standard 2721);
 - d. Public fitness, recreational sports, gym, athletic club, or multipurpose facility (Land Based Classification Standard 5371);
 - e. Public safety, fire and rescue facilities (Land Based Classification Standard 6410);
 - f. Public safety, police facilities (Land Based Classification Standard 6420);
 - g. Public safety, emergency response facilities (Land Based Classification Standard 6430);
 - h. Building, developing, and general contracting (Land Based Classification Standard 7100); and
 - i. Nightclubs (portion of Land Based Classification Standard 2540), which shall be defined as “an establishment for entertainment, typically, at night, serving drinks and offering music, dancing, and/or shows.”

This is the 19th day of March, 2024.

FOR THE TOWN COUNCIL:

Taylor Clement, Mayor



MEMO

To: Reagan Parsons, ICMA-CM, Town Manager
Jessica Roth, ICMA-CM, Assistant Town Manager
From: Cindi King, CPRP, Parks & Recreation Director
Date: March 7, 2024
Re: Pool Park Pool Painting

In June of 2023, during the inspection of the Pool Park Pool, we were informed the pool would need to be painted. SandSharks were still a steady part of the pool atmosphere, so had planned to work out logistics with that group. However, in August of 2023, SandSharks made it known to us they would no longer be in business.

The pool was drained for the first time in a number of years, in October. We drained the pool, knowing that painting was in the future and did not want to pour funding into keeping the water blue with chemicals over the winter months. The last time the pool was painted was just two years ago and it was minimal cost with the SandSharks. However, the paint used, did not adhere to the existing shell, therefore needing to paint sooner than later.

Staff began discussing the project with contractors and we received a number of quotes from various companies, ranging from \$24,000 up to just over a \$130,000 recommendation to re-plaster the pool. After reviewing and evaluating all quotes, we landed on a company that will hydro-blast and remove the existing material of the shell, paint the shell one color (no swim lanes), add depth markers and deep end transition line. The recommendation is to use an epoxy paint over acrylic – which we believe was used previously. The epoxy manufacturer indicates their product lasts 20 years, but have been told realistically, we will get 8-10 years in a public setting. The epoxy will definitely yield a longer life span over acrylic.

Attached is pool inspection from May, as well as the addendum in August when originally the SandSharks would take over the pool permit for their year-round program.

The chosen company can begin work within the next few weeks, will need to order materials and will be able to finish up in early April. We would like to award the contract to MurCo. Property Services in the amount of \$28,923.



ORDINANCE #3033
AMENDING THE RECREATION IMPROVEMENT PROJECT FUND BUDGET

BE IT ORDAINED, by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project budget is hereby amended:

Section 1: The project authorized is for the purpose of various recreation & park improvements.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following additional amount is appropriated for the project:

Construction	<u>\$ 18,500</u>
Total Additional Project Appropriation	<u>\$ 18,500</u>

Section 4: The following additional revenue is anticipated to be available for this project:

Interest	<u>\$ 18,500</u>
Total Additional Project Revenues	<u>\$ 18,500</u>

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 6: This amended ordinance becomes effective March 19, 2024.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of March 19, 2024 as shown in the minutes of the Town Council for that date.

Elizabeth Robertson, Town Clerk

506351 0004
Identification Number
June 2, 2023
Date Issued
Status Code: A

PUBLIC SWIMMING POOL OPERATION PERMIT

Permission is granted to Megan Threath of Southern Pines Pool
Owner or Operator Name of Public Swimming Pool

to operate a public swimming pool as defined in G.S. 130A-280 and 15A NCAC 18A .2500 at

735 S. Stephens Street, Southern Pines, NC 28387
Street Address of Pool Location

Moore
County

Type of Pool: (check one)

- ☒ Swimming Pool
☐ Wading pool
☐ Spa
☐ Other (describe) _____

Signed: Shannon C. REHS Agent
N.C. Department of Health and Human Services
Environmental Health Section

Expiration Date: June 2, 2024

Remarks: _____

INSTRUCTIONS

Purpose: General Statute 130A-281 states "No public swimming pool may be opened for use unless the owner or operator has obtained an operation permit issued by the Department". General Statute 130A-282 requires the Commission for Public Health to adopt rules including requirements for application review, expiration, renewal, and revocation or suspension of an operating permit. Those rules are contained in 15A NCAC 18A .2500.

This form is to be used as the permit specified above.

Preparation: Local environmental health specialists shall issue a permit every time a new or reissued permit is indicated. Prepare an original and one copy for:

1. Original given to pool owner or operator.
2. Copy for the local health department.

In the event the permit/transitional permit is suspended or revoked, complete the Suspension/Revocation form (EHS 4009B).

Disposition: This form may be destroyed in accordance with Standard 8.B.6., Inspection Records, of the *Records Disposition Schedule* published by the N.C. Division of Archives and History.

Additional forms may be ordered from: Environmental Health Section
1632 Mail Service Center
Raleigh, NC 27699-1632
(Courier 52-01-00)

N.C. Department of Health and Human Services
Division of Public Health
Environmental Health Section
Inspection of Swimming Pool

Demerit Score: 4
Date of Insp/Chg 6-2-23
Status Code: A

Health Department Moore
Current Facility ID _____
Old Facility ID _____

Water Supply: ☒ Community ☐ Transient Non-Community	☐ Non-Transient Non-Community ☐ Non-Public Water Supply	Water sample taken today? ☐ YES ☒ NO ☒ Inspection ☐ Re-Inspection ☐ Visit	☐ Name Change ☐ Verification of Closure ☒ Status Change
---	--	---	---

Wastewater System: ☒ Community ☐ On-Site Systems

Name of Establishment: Southern Pines Pool Pool Operator: Town of Southern Pines
Location Address: 735 S. Stephens St Mailing Addr.: 482 E. Connecticut Ave
City: Southern Pines State: NC Zip: 28387 City: S State: _____ Zip: _____

WATER QUALITY: (.2535)

- *1. Water clear enough to clearly see bottom of pool and pool drain 6
- *2. Disinfectant residual provided by:
free chlorine = 1.0 (at least 1.0 ppm or 2.0 ppm where required);
bromine = _____ (at least 2.0 ppm); or
biguanide = _____ (30 to 50 ppm) 6
- *3. Pool water pH = 7.8 (7.2 to 7.8) 6
- *4. Water temperature of heated pool _____ °F; does not exceed 90°F
(swimming pool) or 104°F (spa) 6
- *5. Daily written records of water quality and test kit kept on site 4

POOL MAINTENANCE:

- *6. Submerged suction outlets meet ASME/ANSI A112.19.8-2007. Single drains protected. (.2537, .2539) 6
- *7. Pool walls and floor kept clean, free of debris and in good repair (.2537) 4
- *8. Surface skimmers (with weirs, baskets and covers) or gutters clean, in good repair, and functioning properly, no floating debris (.2518, .2537) 4
- *9. Depth markings and no diving markers or signs visible and properly located (.2523, .2537) 4
- *10. Safety ropes with floats and contrasting color bands provided at shallow area breakpoints (.2515, .2523) 2
- *11. Diving equipment, ladders, steps and handrails properly placed, in good repair (.2517, .2521) 2
- *12. Inlets and other fittings in place and in good repair (.2537) 4
- *13. Contrasting band on steps and benches (.2521, .2516, .2532) 4
- *14. Spa timer working properly (.2537) 4

PREMISES:

- *15. Body hook and ring buoy with throw rope or lifeguard with rescue tube provided and properly located (.2530, .2537) 6
- *16. Fence or barrier with self-closing, self-latching gates properly constructed and maintained (.2528, .2537) 4
- *17. Decks unobstructed, properly drained, free of trip hazards (.2522, .2537) 4
- *18. Lifeguards present or warning signs posted (.2530) 4
- *19. Signs prohibit glass containers or pets in pool area (.2530) 4
- *20. Caution signs posted at hot water spas (.2532) 4
- *21. Pool and deck lighting provided at pools that operate at night (.2524, .2537) 4
- *22. Emergency telephone provided (.2530) 6

EQUIPMENT ROOM:

- *23. Chlorine or bromine automatic feeders that meet NSF Standard 50 (.2535) 4
- *24. Approved pump, filter, and flow meter operating properly (.2518, .2519) 4
- *25. Equipment and chemicals kept in a dry, well-ventilated enclosure (.2533, .2534, .2537) 2
- *26. Valves and pipes identified by color codes or labels (.2518) 2
- *27. Filter backwash discharged through an air gap (.2513) 2

DRESSING AND SANITARY FACILITIES:

- *28. Bathroom or rest rooms accessible; shower sign posted (.2526) 2
- *29. Required fixtures provided, clean, and in good repair (.2526) 2
- *30. Approved water source, no cross connections (.2512) 2
- *31. Sewage disposed of in a properly operating sewage system (.2513) 2
- *32. Floors smooth, slip-resistant, kept clean (.2526) 2
- *33. Hose bibbs and floor drains provided (.2526) 2

Inspection Conducted by: Shannon Cade Shannon Cade REHS
Report received by: Megan Thrift Megan Thrift

EHS I.D.# 2204 Comment Sheet Attached ☐ Yes ☒ No

Purpose: General Statute 130A-282 requires the Commission for Public Health to adopt rules governing Public Swimming Pools. 15A NCAC 18A .2511 specifies the contents of an inspection form to record the results of inspections. This form is developed to be used in making inspections of public swimming pools, spas, wading pools and water recreation attractions. Preparation: Local environmental health specialists shall complete the form every time they conduct an inspection. Prepare an original and two copies for: 1. Original to be left with the responsible person. 2. Copy for the local health department. 3. Copy for the Environmental Health Section. Disposition: This form may be destroyed in accordance with Standard 8 B 6, Inspection Records, of the Records Disposition Schedule published by the N.C. Division of Archives and History. Additional forms may be ordered from: Environmental Health Section, 1632 Mail Service Center, Raleigh, NC 27699-1632.

Comment Addendum to Food Establishment Report

Establishment Name: SP Swimming Pool
 Location Address: 735 Stephen St
 City: Southern Pines State: NC
 County: Mare Zip: 28387
 Wastewater System: ☒ Municipal/Community ☐ On-Site
 Water Supply: ☒ Municipal/Community ☐ On-Site
 Permittee: Parks and Rec
 Telephone: _____

Establishment ID: _____

- ☐ Inspection ☐ Re-Inspection
☒ Visit
☐ Verification
☐ Name Change
☐ Status Change
☐ Pre-Opening Visit
☐ Other _____

Date: 8-23-23
 Status Code: C
 Category#: _____

Temperature Observations

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp

Observations and Corrective Actions

Item Number	Food Code Citation	Violations cited in this report must be corrected within the time frames below, or as stated in sections 8-405.11 of the Food Code.
		visit to verify interior painting of walls of pool and depth markings inside rim of pool
		pool will no longer operate as year round due to Swim Club - Sandhills Sandsharks disbanded this includes the wading pool
		paint including: - deep end all visible chipping and sides - scum line all around - all depth markings

Person in Charge (Print & Sign): Megan Threath mjthreath Verification Required Date: _____
 Regulatory Authority (Print & Sign): Shannon Cagle ShannonCagle REHS ID: 2204
 REHS Contact Phone Number: _____



Estimate

Date	Estimate #
3/13/2024	3027

Name / Address
Southern Pine Commnity Pool 735 South Stephen St. Southern Pines, NC c/o Meghan Threatt

Project

Item	Description	Total
Labor	Hydroblast pool shell to remove existing coatings due to delamination	12,650.00
Labor & Material	Option 2: Application of 2 coats of platinum premium pool expoxy and repaint the line from the deep end to the shallow end and depth number markers Note: This quote does not include any repairs to pool shell or damaged areas that are exposed once coatings are removed, ie...cracks, soft spots, or delamination of old concrete. Note: This quote, per our conversation, is for painting the pool shell white with no swimming lanes and excludes the wading pool.	16,273.00
Thank you for the opportunity to bid your property.		Total \$28,923.00

Thank You for the opportunity to bid your property services.

Please contact our office @ 919-557-3843 for any questions regarding your bid or to schedule your services.

MEMO

To: Reagan Parsons, ICMA-CM, Town Manager
From: Jessica Roth, ICMA-CM, Assistant Town Manager
Cc: Mike Cameron, Assistant Town Manager & Fire Chief
Date: March 15, 2024
Re: Feasibility Study for Addition to Finance Building

Background

At the February 27th Council work session, staff presented options for advancing renovations to the finance and administration building. One of these included approximately \$3 million of demolition and reconstruction work to the finance building to bring the building up to current codes and accommodate for staffing needs and some future growth. The overall footprint of the building would not increase with this proposal, providing approximately 7,100 square feet of renovated, usable space.

Council asked staff to obtain a cost proposal from CPL to evaluate the feasibility of adding on to the finance building to increase its size. CPL prepared the programming and schematic designs for this building and the administration building, which were presented to Council in January 2024.

CPL Proposal for Feasibility Study

CPL has provided a design fee proposal in order to complete a feasibility study for an addition(s) to the finance building. Two options will be explored through this study:

- a) An addition in the front courtyard area that connects to the existing building.
- b) Additional stories to the rear of the building.

CPL will prepare conceptual designs to provide a basic understanding of the placement of the addition(s) on the site, building heights, setbacks, impacts to the streetscape, and spatial blocking and volumetric diagrams. The designs will be prepared in a way not to disturb or negatively impact the historical significance of the existing building, constructed in the 1930s. CPL will review the Town's zoning regulations and Historic District codes. They will meet with the Town's Historic District Commission to gain feedback on the concepts and the likelihood of approving either or both of the additions.

CPL will prepare an Opinion of Probable Cost for each of the additions and present the final concept design documents to the Town Council.

The total cost for this scope of work is a not-to-exceed fee of \$24,520. The FY 23-24 budget allocated a total of \$100,000 to pre-construction design and analysis for the finance and administration buildings, as well as a renovation and potential addition to fire station #81. To date, \$34,050 has been spent on the programming and schematic designs for the finance and administration buildings.

Staff has received a professional design proposal from ADW Architects of \$57,600 to complete the same scope of work that CPL did on the finance and administration buildings – programming and schematic designs. Staff has not executed a contract for this work yet, leaving an available balance of \$65,950.

Budgetary Impact

Sufficient funds are on hand to execute either the CPL feasibility study or the ADW programming and schematic designs for fire station #81. If Council wishes to advance both contracts, a budget amendment of \$16,170 will be necessary to allocate additional funds.

March 15, 2024

Via Email

Mrs. Jessica Roth, Assistant Town Manager (JRoth@southernpines.net)
Town of Southern Pines
125 SE Broad St
Southern Pines, NC 28387

RE: PROFESSIONAL FEE PROPOSAL

Town of Southern Pines – Finance Building Addition Study
Southern Pines, NC

Dear Mrs. Roth:

On behalf of CPL, we are pleased to submit the following design fee proposal for a feasibility study for the Town of Southern Pines Finance Building addition located at 180 SW Broad St, Southern Pines, North Carolina.

Project Understanding

- Renovation of all interior spaces as previously presented will be incorporated into our building addition study and opinion of probable cost for each design option.
- Review and Approval of conceptual design by the Historic District Commission and Zoning is required.
- Conceptual design deliverable will be basic spatial blocking and volumetric diagrams that generally show building placement on the site, building floor plates, and basic volumetric qualities. The intent is to provide a basic understanding of building height, setbacks, and impact to the streetscape as well as impact to the existing building.
- Develop multiple design options as follows, the intent of both options is to not disturb or negatively impact the historical significance of the existing building structure. CPL will initial develop subsets of each option with the goal of executing one final deliverable of each option along with a corresponding opinion of probable cost.
 - Option A: New building structure located on the front courtyard area with connection to the existing building.
 - Option B: Additional floor levels incorporated into the rear of the existing building floor plate.

SCOPE OF SERVICES

Task I – Due Diligence

- Review Zoning and Historic District requirements.
- Review known site information and the existing building in relation to proposed addition scenarios.
- One (1) virtual meeting to review expectations with zoning.



PROFESSIONAL FEE PROPOSAL

Finance Building Addition Study

Town of Southern Pines

March 15, 2024

Page 2 of 5

Task II – Conceptual Design Development

- Design meetings with Steering Committee and user groups.
 - One (1) virtual meeting to review initial analyses of each design scenario.
 - Two (2) virtual meetings to review Conceptual Design options.
- Historic District Commission
 - One (1) in-person meeting to present Conceptual Design options.

Task III – Conceptual Design

- Final Conceptual Design of each option in digital format.
- Opinion of Probable Cost of each option in digital format.
- One (1) in-person presentation to Town Council of the Conceptual Design documents including opinion of probable cost.

SCHEDULE

At this time, no schedule has been established; however, we agree to provide services to the Client in the most expeditious manner practical.

CLIENT RESPONSIBILITIES

The Client shall appoint an “Owner’s Representative” to act as the point of contact for CPL. It shall be the responsibility of the client to provide the following:

- Access to the project site during design.
- Reasonable advance notice of scheduled meetings.
- Decisions on critical issues in a timely manner.
- Payment of all invoices in accordance with this agreement.

ASSUMPTIONS

1. Geotechnical findings and Site Survey will not be executed as part of our conceptual study. The opinion of probable cost will be based on design assumptions and prescriptive engineering.
2. Engineering design services are limited to conceptual structural analysis to aid in developing opinion of probable cost for structural scope. Outside of that, cost estimating for the scope of other engineering trades will be based on assumptions and general square footage costs.
3. No water/sewer/storm changes are expected outside of the building envelope.
4. The building addition will require approval from the Historic District Commission in Southern Pines.
5. No roadway improvements, traffic study or impact analysis, or fire flow testing is included in the base scope of work.
6. Revisions as a result of feedback from the Historic District Commission presentation or Town Council presentation may result in a request for additional services.



PROFESSIONAL FEE PROPOSAL

Finance Building Addition Study

Town of Southern Pines

March 15, 2024

Page 3 of 5

COMPENSATION

CPL agrees to provide the professional design services listed in the Scope of Services. Our fee proposal is based upon work-effort projections and applicable billing rates for the scope of work anticipated for this project. We propose to provide the scope of services for a not-to-exceed base fee of \$24,520.00 including standard reimbursables.

ADDITIONAL SERVICES

Any items not contained in our Scope of Services or contrary to the assumptions listed above will be deemed additional services. If requested by the Client, additional services will be provided on an hourly basis at our standard hourly billing rates, or as a fixed fee mutually agreed to in advance by both parties.

CONCLUSION

This document serves as a design fee proposal. The proposed fee is valid for 90 days from the date of this proposal. If these terms are acceptable, we will proceed with negotiating a Standard Design Contract. We look forward to working with you on the successful completion of this project.

Sincerely,

CPL

Rachel F. Nilson, AIA
Principal-in-Charge

ACCEPTED:

Name

Title

Date



EXHIBIT "A"

TERMS AND CONDITIONS

1. CPL shall perform the services defined in this Letter Agreement, and Client agrees to pay CPL for said services as set forth below.
2. All documents including Drawings and Specifications prepared by CPL are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by CPL for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to CPL; and Client shall indemnify and hold harmless CPL from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting there from. Any such verification or adaptation will entitle CPL to further compensation at rates to be agreed upon by Client and CPL.
3. Client agrees to additionally compensate CPL for services resulting from significant changes in general scope of Project, for revising previously accepted reports, studies, design documents, or Contract Documents, or for delays caused by others rather than CPL.
4. Construction cost estimates prepared by CPL represent CPL's best judgment as professionals familiar with the construction industry. It is recognized, however, that CPL has no control over cost of labor, materials, or equipment, over contractors' methods of determining bid prices, or over competitive bidding or market conditions. CPL cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from cost estimates prepared by CPL.
5. If requested by Client or if required by the scope of services of the Agreement, CPL shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the Contract Documents. However, CPL shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the work. CPL shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of the contractor, subcontractors, or any other persons performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.
6. If not included in the scope of services of the Agreement, the cost of permits, fees, toll telephone calls, courier service, reproduction of reports, Drawings, and Specifications, transportation in connection with the Project, and other out of pocket expenses will be reimbursed to CPL by Client at cost plus 15%.
7. CPL shall submit monthly statements for services rendered and for reimbursable expenses incurred. Statements will be based upon CPL's time of billing. Payment is due upon receipt of CPL's Statement. If Client fails to make any payment due CPL for services and expenses within 30 days after the date of CPL's statement therefore, the amounts due CPL shall include a charge at the rate of 1.5% per month (18% per annum), or portion thereof,



PROFESSIONAL FEE PROPOSAL

Finance Building Addition Study
Town of Southern Pines
March 15, 2024
Page 5 of 5

from said 30th day, and, in addition, CPL may, after giving 7 days' written notice to Client, suspend services under this Agreement until CPL has been paid in full all amounts due CPL are collected through an attorney or collection agency, Client shall pay all fees and costs of collection.

8. This Agreement may be terminated by either party upon 7 days written notice should the other party fail substantially to perform in accordance with its terms through no fault to the party initiating termination, or in the event Project is cancelled. In the event of termination, CPL shall be paid the compensation plus Reimbursable Expenses due for services performed to termination date.

9. This Agreement shall be governed by the laws of the State of North Carolina. Liability shall be limited to amount of the fees paid for professional services.

10. The services to be performed by CPL under this Agreement are intended solely for the benefit of the Client. Nothing contained herein shall confer any rights upon or create any duties on the part of CPL toward any persons not a party to this Agreement including, but not limited to, any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

11. Client and CPL each binds himself and his partners, successors, executors, administrators, and assigns to the other party to this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement. Neither Client nor CPL shall assign, sublet, or transfer his interest in this Agreement without the written consent of the other; however, CPL may employ others to assist in the carrying out of duties under this Agreement.

February 15, 2024

Chief Mike Cameron
Assistant Town Manager & Fire Chief
500 W. Pennsylvania Ave.
Southern Pines, NC 28387

Re: Fire Station No. 1 Renovation Design Proposal

Dear Chief Cameron;

ADW Architects is pleased to provide you this proposal for Architectural Services to complete the design work and construction administration for the renovation of Fire Station No. 1. We propose a Scope of Services as follows;

Task 1 – FD/ADW vision meeting and tour (previously completed)

Task 2 – Programming/space needs/base plans of existing layout/site survey/engineering assessments

1. ADW will verify with the FD the exact needs for additional space and scope of renovations.
2. ADW will utilize the existing building drawings provided by the Town and develop drawings of the existing building. (ADW will perform some on site verification)
3. The design team will provide an engineering assessment of the existing plumbing, mechanical, FP and electrical systems. (not currently included would be a structural assessment or civil engineer assessment)
4. The Town will need to commission a site survey of the existing site and any proposed building areas. This will need to include all grades and detailed utility information. A private utility locator will likely be needed. (ADW can help the Town develop the scope for the surveyor/s to price)

Task 3 – Schematic Design

1. ADW will develop a site plan, floor plan and building elevations showing the proposed design.
2. ADW will provide a professional cost estimation for the proposed design.
3. ADW will meet as needed with the FD/Town to review the design and budget.
4. The Town will need to commission geotechnical testing in the areas used for any new building additions. (ADW can help the Town develop the scope for this work)

Task 4 – Design Development-Construction Documents

1. Upon approval of schematic design and the budget estimate, the design team will begin design development and continue thru the construction document phase of drawings and specifications.
2. ADW will provide a professional cost estimation for these drawings.
3. Coordination of AV, IT, Security and Radio Alerting are included (j-box's, power and conduit to above ceiling will be shown on our drawings). Design of these systems however is NOT included. Coordination information shall be provided to our engineers by the owner's vendors. As an additional cost, our electrical engineers can provide design of the AV, IT and security if needed (not radio alerting however).
4. Site lighting other than on the building is not included, but can be added for an additional cost if desired.

Task 5 – Bidding and Negotiation

1. Upon approval of the construction documents and the budget estimate, the design team will and assist in the bidding of the project.
2. ADW will provide a bid tabulation for the Towns review/use (if required ADW will assist the Town with their submission to the LGC).
3. ADW will assist the Town and contractor with the AIA construction contracts.

Task 6 – Construction Contract Administration and Closeout

1. Upon approval of the AIA construction contract and notice to proceed, ADW will provide construction contract administration for the duration of the construction work providing site visits as needed (minimum of every other week, or weekly when needed). We anticipate this being a larger effort with the need for phasing the work so the station can continue to operate.
2. ADW will review shop drawings, RFI's, pay applications and any change order requests. ADW will provide site reports for each visit.
3. ADW will assist with project closeout and perform a 1-year warranty punch list.

ADW proposes the following fee:

Task 1	\$0
Task 2	\$22,700
Task 3	\$34,900
Task 4	\$243,900
Task 5	\$20,380
Task 6	\$142,600
Total Fee:	\$464,480

The following Services and Fees are not included in our Fee:

- Meetings/Design work related to a Community Approval Process
- Meetings/Design work/Fees related to Conditional Use, Variance or Rezoning Processes

- Traffic Studies
- Traffic Signal Design/Warrant Studies
- All work related to off-site permanent and temporary easements or rights-of-way
- All work related to off-site Improvements such as roads, utilities Design/Engineering, etc.
- Regulatory application fees/filing fees
- Environmental Assessments/Engineering and Impact Statements
- Hazardous Material Identification
- Flood Studies
- Wetlands Studies/Permitting, Stream Crossing Permitting, etc.

Mike, we appreciate the opportunity to provide this proposal. If you have any questions, or if we have misinterpreted your needed scope of services for this phase of work, please do not hesitate to contact us.

If everything looks in order, we can prepare an AIA B101 contract for your review/approval.

Sincerely,
ADW Architects



Keith Carlyon, AIA, LEED AP
Managing Principal
ADW Architects
2815 Coliseum Centre Drive
Suite 500
Charlotte, NC 28217
kcarlyon@adwarchitects.com

MEMO

To: Reagan Parsons, ICMA-CM, Town Manager
From: Jessica Roth, ICMA-CM, Assistant Town Manager
Date: March 14, 2024
Re: Mt. Hope Cemetery Plot Fees

Background

Chapter 92 of the Town's Code of Ordinances regulates the manner in which Mt. Hope Cemetery is maintained, including the sale of lots and burials. Staff is working on some minor updates to this chapter, which will be included on the April 9th Council agenda for consideration.

Plot Fees

Chapter 92 currently includes the fees for selling a plot in Mt. Hope Cemetery. Consistent with other administrative updates to the Code of Ordinances, staff recommends removing fees from Chapter 92 and adding them to the stand-alone fee schedule. This change will be included with the pending amendments.

Prior to preparing the new fee schedule, staff seeks direction from Council on the desire to increase the plot fees. It appears that the fees have not been increased since at least 1994, when a new section of the cemetery was opened, creating an additional 610 plots to sell. The plots are currently \$400 for a Town resident and \$500 for a non-resident.

Staff researched the fees charged by other North Carolina local governments for plots in a municipal cemetery. Across the state, the average price is \$961 for a single plot sold to a resident; the highest price is \$2,000. For non-residents, it is common to charge twice the resident plot fee.

The Town has perpetual care responsibility for Mt. Hope Cemetery. Over the past 12 months, the parks & grounds team spent close to 700 hours maintaining the cemetery. Approximately 2/3 of this time was dedicated to blowing and debris collection. Other work included mowing, collecting unacceptable items left at graves, locating graves, and applying herbicides. This work is completed on a weekly basis, generally averaging about 13 hours/week. Town staff does not perform the work associated with burials; this is handled by the funeral homes.

Recommendations to Consider

- Update the code to allow for one casket + one urn (or two urns) to be buried in a single plot. Currently, the code only allows a single burial plot and staff frequently receives inquiries from people who would like to bury two urns or one casket and an urn. Staff does not have any maintenance concerns about this and it is permitted by state law.
- Consider updating the following fees:
 - Single plot, resident
 - Double plot, resident (allows for two urns or one casket/one urn)
 - Single plot, non-resident
 - Double plot, non-resident
 - Grave locate fee – implement a fee for services provided during routine business hours and a higher fee for emergency services provided on weekends. Town staff spent 38.5 hours over the past 12 months locating graves for funeral homes.

Mt. Hope Cemetery Information

The cemetery is located at 405 W. Morganton Rd, at the intersection with US-1. According to Town GIS records, it is estimated that there are 2,039 plots in the cemetery. Of the 610 plots made available in 1995 in the new section of the cemetery, there are 302 that still remain and have not been sold as of March 2024. There are currently no plans to add more plots at Mt. Hope or to open a second municipal cemetery.

Plot Fees for NC Municipal Cemeteries, March 2024
sorted in alphanetetical order by municipality

Municipality	Resident	Non Resident	Cost Differential
Bessemer City	\$ 600	\$ 600	0%
Burlington double plot	\$ 1,500	\$ 1,500	0%
Burlington single plot	\$ 750	\$ 750	0%
Carrboro	\$ 750	\$ 1,500	100%
Clayton	\$ 1,200	\$ 1,200	0%
Concord 4' x 10'	\$ 350	\$ 500	43%
Concord 5' x 10'	\$ 450	\$ 600	33%
Durham premier grave	\$ 1,400	\$ 1,400	0%
Durham standard grave	\$ 1,200	\$ 1,200	0%
Forest City	\$ 600	\$ 1,000	67%
Gastonia	\$ 1,200	\$ 1,500	25%
Gibsonville double plot	\$ 800	\$ 2,000	150%
Gibsonville single plot	\$ 400	\$ 1,000	150%
Goldsboro	\$ 750	\$ 1,500	100%
Greensboro	\$ 1,200	\$ 1,500	25%
Greenville	\$ 880	\$ 1,100	25%
Hendersonville	\$ 500	\$ 1,000	100%
Hillsborough	\$ 500	\$ 1,000	100%
Holly Springs	\$ 925	\$ 1,175	27%
Holly Springs double	\$ 1,375	\$ 1,675	22%
LaGrange 4-grave plot	\$ 2,000	\$ 4,500	125%
LaGrange single plot	\$ 575	\$ 1,200	109%
Laurinburg	\$ 400	\$ 800	100%
Lenoir	\$ 750	\$ 1,500	100%
Lexington	\$ 400	\$ 400	0%
Maiden	\$ 400	\$ 850	113%
Mebane	\$ 1,000	\$ 1,500	50%
Monroe	\$ 650	\$ 950	46%
Mooreville	\$ 750	\$ 1,500	100%
Newton Central Cemetery	\$ 600	\$ 1,200	100%
Newton Southside double plot	\$ 2,000	\$ 4,200	110%
Newton Southside single plot	\$ 1,500	\$ 3,000	100%
Rocky Mount double plot	\$ 1,650	\$ 1,650	0%
Rocky Mount single plot	\$ 900	\$ 900	0%
Salisbury	\$ 1,800	\$ 1,800	0%
Southern Pines	\$ 400	\$ 500	25%
Statesville	\$ 650	\$ 1,300	100%
Thomasville	\$ 1,500	\$ 1,500	0%
Waynesville	\$ 2,000	\$ 2,000	0%
Wendell double plot	\$ 1,200	\$ 2,400	100%
<i>average</i>	\$ 961	\$ 1,434	56%
<i>median</i>	\$ 775	\$ 1,250	45%

Plot Fees for NC Municipal Cemeteries, March 2024
sorted in ascending order by resident plot fee

Municipality	Resident	Non Resident	Cost Differential
Concord 4' x 10'	\$ 350	\$ 500	43%
Gibsonville single plot	\$ 400	\$ 1,000	150%
Laurinburg	\$ 400	\$ 800	100%
Lexington	\$ 400	\$ 400	0%
Maiden	\$ 400	\$ 850	113%
Southern Pines	\$ 400	\$ 500	25%
Concord 5' x 10'	\$ 450	\$ 600	33%
Hendersonville	\$ 500	\$ 1,000	100%
Hillsborough	\$ 500	\$ 1,000	100%
LaGrange single plot	\$ 575	\$ 1,200	109%
Bessemer City	\$ 600	\$ 600	0%
Forest City	\$ 600	\$ 1,000	67%
Newton Central Cemetery	\$ 600	\$ 1,200	100%
Monroe	\$ 650	\$ 950	46%
Statesville	\$ 650	\$ 1,300	100%
Burlington single plot	\$ 750	\$ 750	0%
Carrboro	\$ 750	\$ 1,500	100%
Goldsboro	\$ 750	\$ 1,500	100%
Lenoir	\$ 750	\$ 1,500	100%
Mooresville	\$ 750	\$ 1,500	100%
Gibsonville double plot	\$ 800	\$ 2,000	150%
Greenville	\$ 880	\$ 1,100	25%
Rocky Mount single plot	\$ 900	\$ 900	0%
Holly Springs	\$ 925	\$ 1,175	27%
Mebane	\$ 1,000	\$ 1,500	50%
Clayton	\$ 1,200	\$ 1,200	0%
Durham standard grave	\$ 1,200	\$ 1,200	0%
Gastonia	\$ 1,200	\$ 1,500	25%
Greensboro	\$ 1,200	\$ 1,500	25%
Wendell double plot	\$ 1,200	\$ 2,400	100%
Holly Springs double	\$ 1,375	\$ 1,675	22%
Durham premier grave	\$ 1,400	\$ 1,400	0%
Burlington double plot	\$ 1,500	\$ 1,500	0%
Newton Southside single plot	\$ 1,500	\$ 3,000	100%
Thomasville	\$ 1,500	\$ 1,500	0%
Rocky Mount double plot	\$ 1,650	\$ 1,650	0%
Salisbury	\$ 1,800	\$ 1,800	0%
LaGrange 4-grave plot	\$ 2,000	\$ 4,500	125%
Newton Southside double plot	\$ 2,000	\$ 4,200	110%
Waynesville	\$ 2,000	\$ 2,000	0%
average	\$ 961	\$ 1,434	56%
median	\$ 775	\$ 1,250	45%

Plot Fees for NC Municipal Cemeteries, March 2024
sorted in ascending order by non-resident plot fee

Municipality	Resident	Non Resident	Cost Differential
Lexington	\$ 400	\$ 400	0%
Concord 4' x 10'	\$ 350	\$ 500	43%
Southern Pines	\$ 400	\$ 500	25%
Concord 5' x 10'	\$ 450	\$ 600	33%
Bessemer City	\$ 600	\$ 600	0%
Burlington single plot	\$ 750	\$ 750	0%
Laurinburg	\$ 400	\$ 800	100%
Maiden	\$ 400	\$ 850	113%
Rocky Mount single plot	\$ 900	\$ 900	0%
Monroe	\$ 650	\$ 950	46%
Gibsonville single plot	\$ 400	\$ 1,000	150%
Hendersonville	\$ 500	\$ 1,000	100%
Hillsborough	\$ 500	\$ 1,000	100%
Forest City	\$ 600	\$ 1,000	67%
Greenville	\$ 880	\$ 1,100	25%
Holly Springs	\$ 925	\$ 1,175	27%
LaGrange single plot	\$ 575	\$ 1,200	109%
Newton Central Cemetery	\$ 600	\$ 1,200	100%
Clayton	\$ 1,200	\$ 1,200	0%
Durham standard grave	\$ 1,200	\$ 1,200	0%
Statesville	\$ 650	\$ 1,300	100%
Durham premier grave	\$ 1,400	\$ 1,400	0%
Carrboro	\$ 750	\$ 1,500	100%
Goldsboro	\$ 750	\$ 1,500	100%
Lenoir	\$ 750	\$ 1,500	100%
Mooreville	\$ 750	\$ 1,500	100%
Mebane	\$ 1,000	\$ 1,500	50%
Gastonia	\$ 1,200	\$ 1,500	25%
Greensboro	\$ 1,200	\$ 1,500	25%
Burlington double plot	\$ 1,500	\$ 1,500	0%
Thomasville	\$ 1,500	\$ 1,500	0%
Rocky Mount double plot	\$ 1,650	\$ 1,650	0%
Holly Springs double	\$ 1,375	\$ 1,675	22%
Salisbury	\$ 1,800	\$ 1,800	0%
Gibsonville double plot	\$ 800	\$ 2,000	150%
Waynesville	\$ 2,000	\$ 2,000	0%
Wendell double plot	\$ 1,200	\$ 2,400	100%
Newton Southside single plot	\$ 1,500	\$ 3,000	100%
Newton Southside double plot	\$ 2,000	\$ 4,200	110%
LaGrange 4-grave plot	\$ 2,000	\$ 4,500	125%
<i>average</i>	\$ 961	\$ 1,434	56%
<i>median</i>	\$ 775	\$ 1,250	45%

Plot Fees for NC Municipal Cemeteries, March 2024
resident plot fees for single & double plots

Municipality	Single Plot	Double Plot	Cost Differential
Burlington	\$ 750	\$ 1,500	100%
Gibsonville	\$ 400	\$ 800	100%
Holly Springs	\$ 925	\$ 1,375	49%
Newton Southside	\$ 1,500	\$ 2,000	33%
Rocky Mount	\$ 900	\$ 1,650	83%
<i>average</i>	\$ 895	\$ 1,465	73%
<i>median</i>	\$ 900	\$ 1,500	83%

System Development Fee Analysis



WHAT?

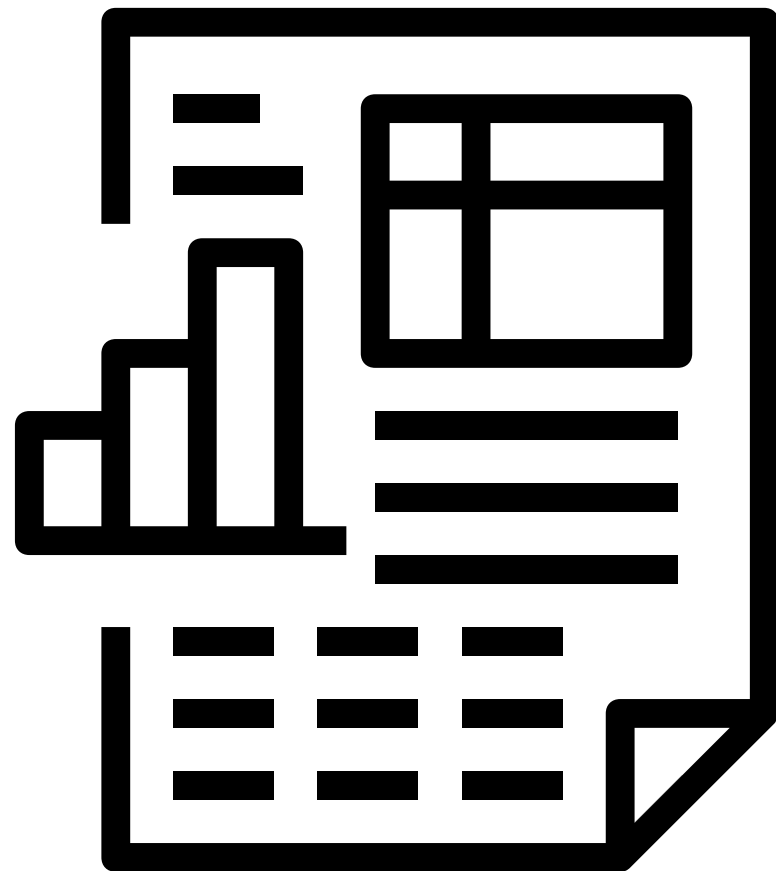
A system development fee (SDF) is a charge or assessment for service imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs, as provided in this Article. The term includes amortized charges, lump-sum charges, and any other fee that functions as described by this definition regardless of terminology.

SDF's are authorized under NCGS 162A Art. 8 and replaces what used to be called impact fees. The NCGS was created in 2017 following a Supreme Court Ruling which eliminated the use of impact fees finding that they were not authorized by NCGS. Southern Pines had specific local statute authorizing impact fees, but most municipalities did not. The new statute eliminated all local statutes authorizing impact fees and subsequently authorized all municipalities, and other public entities, to assess SDFs.

HOW?

NCGS 162A Art. 8 defines the process that must be followed to assess SDF's

- Have an analysis prepared by an appropriate professional;
- Solicit public input with a 45 day review period;
- Hold a public hearing on the analysis;
- Adopt a fee not to exceed the analysis's calculated fee;
- Must be updated a minimum of every 5 years.



Current Process

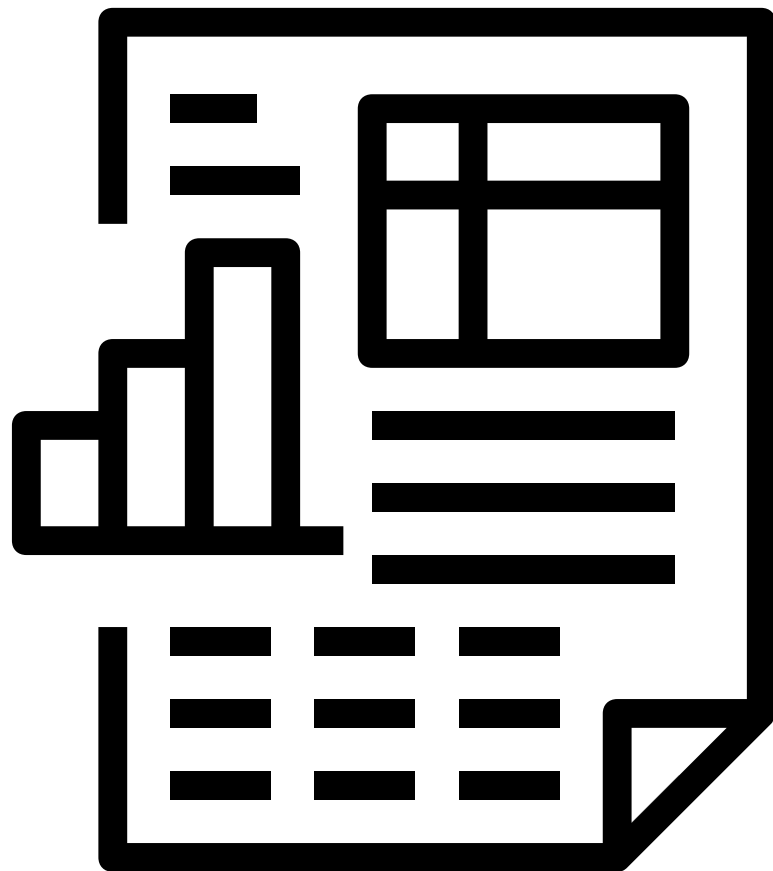
Previous SDF Analysis Completed in June 2020
and Fees Adopted in October of 2020

Current Analysis will expire in October 2025

Following Adoption capital cost skyrocketed with
multiple years of high inflation. SDF eligible
projects cost increased from \$34MM in 2020 to
\$53MM in 2024

Since the 2020 Analysis:

- 13 of 27 projects have been completed
- 4 projects have been added



Current Process

- Consulting Engineers Freese & Nichols were contracted to update the analysis
-
- Draft analysis was posted to the Town website on March 14th
-
- A public notice was ran in the March 17th Pilot beginning the 45 day review/comment period
-
- The review period will end May 1st. Any comments received will be reviewed and analysis adjusted if needed
-
- The public hearing is anticipated to be held at the May regular council meeting and changes to fees adopted with the FY24-25 Budget.

PREVIOUS ANALYSIS

3/4" = \$4,178.68

1" = \$11,277.04

1 1/2" = \$13,783.04

2" = \$27,983.76

CURRENT ANALYSIS

3/4" = \$4,626

1" = \$10,176

1 1/2" = \$18,502

2" = \$29,604

NOTE:

1. Current analysis could change depending on comments received.

SDF Budget and Annual Receipts

	Budget	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024
Water	\$ 384,993	\$ 294,411	\$ 452,241	\$ 1,031,947	\$ 608,194
Water ERU	150	217	176	402	237
Sewer	\$ 209,360	\$ 227,851	\$ 221,634	\$ 311,137	\$ 248,937
Sewer ERU	130	170	138	193	155

NOTE:

1.2021 includes 1st quarter at a different SDF rate.



Innovative approaches
Practical results
Outstanding service

Water and Wastewater System Development Fee Report

March 2024

Prepared for:



Town of Southern Pines

Prepared by:

FREESE AND NICHOLS, INC.
1017 Main Campus Drive, Suite 1200
Raleigh, North Carolina 27606
(919) 582-5800

Water and Wastewater System Development Fee Report March 2024

TOWN OF SOUTHERN PINES
125 SE Broad Street
Southern Pines, North Carolina 28387

FREESE AND NICHOLS, INC.
1017 Main Campus Drive, Suite 1200
Raleigh, North Carolina 27606
FNI Project Number: SPN17646

TABLE OF CONTENTS

1.0	EXECUTIVE SUMMARY	1
2.0	INTRODUCTION.....	1
3.0	CAPITAL IMPROVEMENTS PLAN	3
3.1	Water and Wastewater System Improvements	3
4.0	SYSTEM DEVELOPMENT FEE ANALYSIS.....	4
4.1	Service Units (SU)	5
4.2	Gallons per SU	6
4.3	Credit Calculation	7
4.4	Assets.....	8
4.5	System Development Fee – Incremental/Marginal Method	8
4.6	System Development Fee – Buy-In Method	9
4.7	System Development Fee – Combined Method	10
4.8	Maximum Allowable System Development Fees.....	11

LIST OF TABLES

Table 1-1	Maximum Allowable System Development Fees per SU.....	1
Table 3-1	Water Distribution CIP	3
Table 3-2	Water Treatment Plant Projects/Improvements.....	4
Table 3-3	Wastewater Projects.....	4
Table 4-1	SU Equivalencies	5
Table 4-2	Water SU	6
Table 4-3	Wastewater SU	6
Table 4-4	Gallons per day per SU.....	7
Table 4-5	Water and Wastewater Assets	8
Table 4-6	Water System SDF Projects for Incremental/Marginal Method	9
Table 4-7	Wastewater System SDF Projects for Incremental/Marginal Method	9
Table 4-8	Water System Buy-In Costs.....	10
Table 4-9	Wastewater System Buy In Costs	10
Table 4-10	SDF Costs – Combined Method	11
Table 4-11	Maximum Allowable SDF per SU	11
Table 4-12	Maximum Allowable SDF per Meter Size	11

1.0 EXECUTIVE SUMMARY

The purpose of this report is to address the methodology used in the development and calculation of water and wastewater system development fees (SDF) for the Town of Southern Pines. The Town originally went through the process and adopted a system development fee in 2017. Since that time, the Town has updated their Water, Wastewater and Water Treatment Plant (WTP) Capital Improvements Plan (CIP) to address future needs. In addition, several rehabilitation and modernization projects have been identified prompting a re-evaluation of the current SDF in accordance with the methodology described in the North Carolina General Statutes (NCGS) Chapter 162A Article 8, as amended by House Bill 436, for the establishment of water and wastewater SDF (see section 2.0 below for more detail). Also, in accordance with the statute, the Town has retained Freese and Nichols, Inc. (FNI) to perform the analysis. The maximum SDF per Service Unit (SU) utilizing each of the allowable calculation methods are shown in **Table 1-1** below:

Table 1-1 Maximum Allowable System Development Fees per SU

Method	Water SDF	Wastewater SDF	Total SDF
Incremental	\$1,213.33	\$312.44	\$1,525.77
Buy-In	\$1,856.86	\$1,242.97	\$3,099.83
Combined	\$3,070.19	\$1,555.41	\$4,625.60

2.0 INTRODUCTION

House Bill 436 (HB 436) regarding SDF was passed by the General Assembly of North Carolina in 2017. This bill amended Chapter 162A, Article 8 of the NCGS and defines an SDF as “a charge or assessment for service imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs.” The statute requires that should a municipality desire to implement an SDF, an analysis must be performed and fee adoption by the corresponding local government unit occur, and this fee be re-evaluated and updated every five years or less. NCGS Chapter 162A, Article 8 allows the calculation of fees based on the following methods:

Town of Southern Pines

- Incremental/Marginal Cost – This method requires new development to pay the proportional share of new capital costs that are attributable to new development.
- Buy-In – This method requires new development to pay a proportional share of the capital costs previously incurred by the local government unit that allow sufficient capacity to serve the new development.
- Combined – This method uses a combination of the incremental/marginal cost and the buy-in method.

Further, the statute allows fees to be calculated based on a planning horizon of not less than 10 years and not more than 20-year planning horizon. The statute also identifies system development fee expenditures. The following items have been identified as costs the revenue from system development fees may be spent on:

- Construction contract price
- Surveying and engineering fees
- Land acquisition costs
- Principal and interest on bonds, notes, or other obligations issued by or on behalf of the local government unit to finance the costs above.
- Fees paid to the consultant preparing or updating the system development fee analysis.
- Previously completed capital projects for which capacity exists (buy-in method)
- Capital rehabilitation projects (buy-in method)

The Town has developed proposed CIP projects to support future growth that require increasing system capacity. Additionally, rehabilitation and modernization improvements have been identified that are needed to prolong the longevity of the existing systems. As part of this analysis, the buy-in method, incremental/marginal method, and combined method were all evaluated; the combined method was determined to be most appropriate.

3.0 CAPITAL IMPROVEMENTS PLAN

Each year, the Town develops a water and wastewater system CIP based on known needs for both capacity and rehabilitation/modernization needs. This 10-year plan was evaluated for applicability and utilized as the basis of the SDF calculations.

3.1 Water and Wastewater System Improvements

The Town developed a comprehensive list of proposed water and wastewater capital improvement projects to meet projected needs through 2034. FNI evaluated these projects for their applicability to system development fees. Based on this evaluation, the list of projects was then narrowed, for the incremental/marginal method, to only include those driven by growth and development in the Town's system or rehabilitation/modernization upgrades to existing system components for the buy-in method.

A summary of the costs for each CIP project required for the 10-year planning horizon for both the water and wastewater systems are shown in **Table 3-1** through **Table 3-3**.

Table 3-1 Water Distribution CIP

	Project No. (per CIP)	Project Description	Project Cost (2024 Value)
2026	2	North Pressure Water Zone	\$7,019,000
2026	3	US 1 Parallel Transmission Main	\$3,747,000
2027	4	US1 Booster Pump Station Pump Addition	\$731,000
2027	6	NCDOT U-5815BA	\$2,490,000
2028	1	Midland Road Water Line Replacement	\$2,536,000
2032	5	US15-501 Water Line Replacement	\$1,511,000
2034+	7	Pinebluff Parallel Transmission Main*	\$30,123,000
Total 2024 - 2034			\$48,157,000

* Project costs include post-2034 costs. \$3,102,000 is projected for 2024-2034; therefore, this amount has been used in the SDF calculations.

Table 3-2 Water Treatment Plant Projects/Improvements

FY	Project No. (per CIP)	Project Description	Project Cost (2023 Value)
2024	7	Misc Upgrades	\$100,000
2025	1	Filter Improvements	\$1,743,968
2025	2	Sludge Dewatering Improvements	\$4,091,383
2025	3	Ammonia Feed System Modifications	\$300,000
2025	4	Hypochlorite Feed System Modifications	\$2,468,617
2028	6	Water Treatment Plant Expansion Permit	\$150,000
2031	5	Raw Water Main Replacement	\$5,750,000
Total 2024 - 2034			\$14,603,968

Table 3-3 Wastewater Projects

FY	Project No. (per CIP)	Project Description	Project Cost (2023 Value)
2025	2	Warrior Woods PS Upgrade Phase II	\$2,509,000
2025	7	Longleaf Dam Sewer Relocation	\$393,000
2026	6	Sewer Lift Station Emergency Backups	\$691,000
2030	1	Warrior Woods PS Upgrade Phase IB	\$1,205,000
3034+	4	Annual Rehabilitation*	\$10,013,802
Total 2024 - 2034			\$14,811,802

* Project costs include post-2034 costs. \$4,307,873 is projected for 2024-2034; therefore, this amount has been used in the SDF calculations.

4.0 SYSTEM DEVELOPMENT FEE ANALYSIS

The system development fee was analyzed utilizing the three statutorily allowable methods:

- Incremental/Marginal
- Buy In
- Combined

A discussion on the process is included herein.

4.1 Service Units (SU)

A critical factor used to determine the maximum SDF is a service unit. A service unit (SU) is defined as the service equivalent to a domestic water connection for a single-family residence. It is used to calculate both water and wastewater SDF.

The allowable flow associated with residential, commercial, and industrial connections is converted into SU based upon the capacity of the meter used or planned for the location. The number of equivalent residential SU required to represent each meter size is based on the maximum continuous operating capacity of the appropriate meter type. The Town primarily uses Badger e-series ultrasonic meters for all new installations; however, compound meters may also be used for meter sizes 4-inches and greater. Badger specification sheets for these meter types were used to determine the maximum continuous operating capacity. The SU equivalent for each meter size used by the Town is listed in **Table 4-1**.

Table 4-1 SU Equivalencies

Meter Size	Maximum Continuous Operating Capacity (gpm) ⁽¹⁾	Service Unit Equivalent
3/4"	25	1
1"	55	2.2
1-1/2"	100	4
2"	160	6.4
3"	560	22.4
4"	1,100	44
6"	2,000	80
8"	3,500	140

⁽¹⁾Maximum continuous operating capacity is based on Badger meter specification sheets.

Typically, in Southern Pines, single-family residences are served with 3/4-inch water meters. Larger meters serve multi-family, commercial, and industrial water users. The Town provided data that included the meter size of each active water meter as of the end of calendar year 2023. **Table 4-2** shows the water SU for calendar year 2023.

Table 4-2 Water SU

Meter Size	2023 Meters	2023 Service Units
3/4"	8,461	8,461
1"	493	1,085
1 1/2"	89	356
2"	146	934
3"	19	426
4"	6	264
6"	6	480
8"	1	140
Total	9,221	12,146

The Town has water customers that are not currently wastewater customers. This impacts the number of wastewater SU. The Town provided data that included the meter size of each active water meter for each of the wastewater customers as of the end of calendar year 2023. Table 4-3 shows the wastewater SU for calendar year 2023.

Table 4-3 Wastewater SU

Meter Size	2023 Meters	2023 Service Units
3/4"	6,367	6,367
1"	259	570
1 1/2"	78	312
2"	129	826
3"	18	403
4"	6	264
6"	10	800
8"	1	140
Total	6,868	9,682

4.2 Gallons per SU

Calculation of maximum allowable fees is based on gallons of water and wastewater used by each SU on a daily basis multiplied by the calculated cost per gallons per day per SU (gpd/SU). For the purposes of this study, the gpd/SU for water is based on a usage of 109 gallons per person per

day with a maximum day peaking factor of 1.7 based on the analysis developed in the Town's current water master plan. The current Local Water Supply Plan filed with the State assumes 1.6 people per connection. The product of these numbers results in 296 gpd/SU. Further, for purposes of this study, 220 gpd/SU is used for wastewater based the Town's current master plan. For purposes of this study, the gpd/SU is shown in **Table 4-4** below:

Table 4-4 Gallons per day per SU

Component	Value
Water	296
Wastewater	220

4.3 Credit Calculation

NCGS 162A Article 8 outlines the procedures and requirements for calculating maximum allowable SDF to recover costs associated with capital improvement projects needed due to growth over the planning horizon. NCGS 162A Article 8 also requires a plan that addresses possible duplication of payments for capital improvements. This plan must provide a credit for the portion of revenues generated by new development that is used for the payment of eligible improvements, including payment of debt. This credit must not be less than twenty-five percent (25%) of the cost of capital improvements. Per the statutory requirements, the credit is only to be applied to the proposed capital improvement projects (capacity related projects) used in the incremental/marginal method. The basis for the buy-in method includes the value of capital improvements less depreciation, debt credits, grants and other generally accepted valuation adjustments.

Funding sources and the need for financing for the capital improvement projects listed in this report are unknown at this time. The Town does not utilize more than 25% of the rates collected for capital improvement projects; therefore, for the purposes of this report as applicable, a minimum credit of 25% was applied for both the calculated water and wastewater system development fees.

4.4 Assets

Based on the 2023 Town of Southern Pines Annual Comprehensive Financial Report (ACFR), the total combined water and wastewater system is valued at \$72,199,231 and has a depreciation of \$32,829,719 for a total depreciated value of \$39,012,012. This information was used as the basis for the Buy In and Combined Methods and is depicted in **Table 4-6** below:

Table 4-5 Water and Wastewater Assets

Asset	Asset Original Value*	Depreciation	Debt Service Principal	Asset Value
Water Treatment Plant	\$46,929,500	\$21,339,317	\$232,375	\$25,357,808
Water Distribution System	\$14,439,846	\$6,565,944	\$71,500	\$7,802,402
Wastewater System	\$10,829,885	\$4,924,458	\$53,625	\$5,851,802
WTP, Water Distribution and Sewer System	\$72,199,231	\$32,829,719	\$357,500	\$39,012,012

*Asset value includes assets, land, construction in progress and buildings.

4.5 System Development Fee – Incremental/Marginal Method

The SDF analysis for the Incremental / Marginal method requires the determination of the utilization of proposed projects as defined in the CIP to serve new development over the planning horizon. In this case, the planning horizon is defined as 10-years. For proposed projects, the SDF is calculated as a percentage of the project cost, based upon the percentage of the project's capacity required to serve development projected to occur between 2024 and 2034. Capacity serving development projected beyond the planning period cannot be included in the calculation of SDF. Based on the CIP defined water system projects, considering their respective capacities and projected use over the next 10-year planning horizon and the required credit, a cost of \$4.09 per gpd/SU has been calculated as shown in **Table 4-7** below:

Table 4-6 Water System SDF Projects for Incremental/Marginal Method

#	Project	Capital Cost	% Applicable to SDF	Adjusted Cost	Capacity (MGD)	\$/gpd/SU
Water Distribution System						
1	Midland Road Water Line Replacement	\$2,536,000	30%	\$760,800	2.1	\$0.36
2	North Pressure Water Zone	\$7,019,000	60%	\$4,211,400	1.0	\$4.21
3	US 1 Parallel Transmission Main	\$3,747,000	90%	\$3,372,300	6.2	\$0.54
4	US1 Booster Pump Station Pump Addition	\$731,000	55%	\$402,050	6.5	\$0.06
5	US15-501 Water Line Replacement	\$1,511,000	20%	\$302,200	2.1	\$0.14
7	Pinebluff Parallel Transmission Main	\$3,102,000	50%	\$1,551,000	16.2	\$0.10
Water Treatment Plant						
6	Water Treatment Plant Expansion Permit	\$150,000	100%	\$150,000	4.0	\$0.04
	Subtotal			\$10,749,750		\$5.46
	Credit (25%)					(\$1.36)
	Total					\$4.09

Similarly, the wastewater system projects were evaluated and a cost of \$1.42 per gpd/SU, including the required credit was calculated as shown in **Table 4-8** below:

Table 4-7 Wastewater System SDF Projects for Incremental/Marginal Method

#	Name of Project	Capital Cost	% Applicable to SDF	Adjusted Cost	Capacity (MGD)	\$/gpd/SU
1	Warrior Woods PS Upgrade Phase IB	\$1,205,000	100%	\$1,205,000	1.6	\$0.75
2	Warrior Woods PS Upgrade Phase II	\$2,509,000	100%	\$2,509,000	2.2	\$1.14
	Subtotal			\$3,714,000		\$1.89
	Credit (25%)					(\$0.47)
	Total					\$1.42

4.6 System Development Fee – Buy-In Method

The existing water and wastewater systems have existing capacity for new development to buy in. Additionally, the Town is planning a series of rehabilitation and modernization projects to

prolong the longevity of existing water and wastewater system assets. The depreciated value of the existing water treatment and distribution system is shown in **Table 4-6**. Utilizing this information, a cost of \$6.26 per gpd/SU was calculated to be applied to the Buy In method as shown in **Table 4-9**.

Table 4-8 Water System Buy-In Costs

Asset	Depreciated Total	Planned Rehab Projects*	Total Cost	Capacity (MGD)	\$/gpd/SU
Water Treatment Plant	\$25,357,808	\$14,453,968	\$39,811,775	8	\$4.98
Water Distribution System	\$7,802,402	\$2,490,000	\$10,292,402	8	\$1.29
Total	\$33,160,210	\$16,943,968	\$50,104,178	8	\$6.26

* Includes NCDOT U-5815BA and WTP Modernization and Rehabilitation Projects as shown in the current CIP.

The total depreciated value of the wastewater collection system is shown in **Table 4-6**. Utilizing this information, a cost of \$5.65 per gpd/SU was calculated to be applied to the wastewater Buy-In method as shown in **Table 4-10** below:

Table 4-9 Wastewater System Buy In Costs

Asset	Depreciated Total	Planned Rehab Projects*	Total Cost	Capacity (MGD)	\$/gpd/SU
Wastewater Collection System	\$5,851,802	\$11,097,802	\$16,949,604	3	\$5.65
Total	\$5,851,802	\$11,097,802	\$16,949,604	3	\$5.65

* Includes Annual Rehabilitation Projects, Sewer Lift Station Backups and the Longleaf Dam Sewer Relocation.

4.7 System Development Fee – Combined Method

Because there is sufficient capacity in the system to provide service to future development and additional projects are needed in the future, the Combined method was considered. This method combines fees calculated by both the Buy-In and Incremental/Marginal methods. Based on information developed for the Incremental / Marginal and Buy-In costs, the combined costs for water and wastewater are as shown in **Table 4-11** and **Table 4-12** below:

Table 4-10 SDF Costs – Combined Method

System	Water	Wastewater
Incremental	\$4.09	\$1.42
Buy-In	\$6.26	\$5.65
Combined	\$10.36	\$7.07

4.8 Maximum Allowable System Development Fees

Based on the calculations for both water and wastewater system development fees for the Incremental/Marginal, Buy-In and Combined method, the maximum allowable fees are as shown in **Table 4-13** below:

Table 4-11 Maximum Allowable SDF per SU

Method	Water SDF	Wastewater SDF	Total SDF
Incremental	\$1,213.33	\$312.44	\$1,525.77
Buy-In	\$1,856.86	\$1,242.97	\$3,099.83
Combined	\$3,070.19	\$1,555.41	\$4,625.60

Utilizing the SU Equivalencies as shown in **Table 4-1**, and the maximum SDF as shown in **Table 4-13**, the maximum allowable fee per meter size and method is shown in **Table 4-14** below:

Table 4-12 Maximum Allowable SDF per Meter Size

Meter Size	Service Unit Equivalent	Water			Sewer			TOTAL
		Incremental / Marginal	Buy-In	Combined	Incremental / Marginal	Buy-In	Combined	Combined
3/4"	1	\$1,213	\$1,857	\$3,070	\$312	\$1,243	\$1,555	\$4,626
1"	2.2	\$2,669	\$4,085	\$6,754	\$687	\$2,735	\$3,422	\$10,176
1-1/2"	4	\$4,853	\$7,427	\$12,281	\$1,250	\$4,972	\$6,222	\$18,502
2"	6.4	\$7,765	\$11,884	\$19,649	\$2,000	\$7,955	\$9,955	\$29,604
3"	22.4	\$27,179	\$41,594	\$68,772	\$6,999	\$27,843	\$34,841	\$103,614
4"	44	\$53,387	\$81,702	\$135,088	\$13,747	\$54,691	\$68,438	\$203,527
6"	80	\$97,066	\$148,549	\$245,615	\$24,995	\$99,438	\$124,433	\$370,048
8"	140	\$169,866	\$259,961	\$429,827	\$43,742	\$174,016	\$217,758	\$647,584