

**ANNUAL BUDGET ORDINANCE
FOR FISCAL YEAR 2022-2023**

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina in regular session assembled:

Section 1: The following amounts are hereby appropriated for the operation of the City's government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 according to the following summary and schedules.

<u>SUMMARY</u>	<u>REVENUES</u>	<u>APPROPRIATIONS</u>
General Fund	\$39,217,373	\$39,217,373
Enterprise Fund	24,758,443	24,758,443
Municipal Service District	<u>189,864</u>	<u>189,864</u>
TOTAL BUDGET	<u>\$64,165,680</u>	<u>\$64,165,680</u>

Section 2: That for said fiscal year there is hereby appropriated out of all funds:

SCHEDULE A: GENERAL FUND	(Includes Interfund Reimbursements)
GENERAL GOVERNMENT	
Governing Body	381,875
Administration	415,020
Human Resources	326,582
Risk Management	106,782
Elections	20,555
Financial Services	941,563
Information Technology	428,484
Legal	215,456
Public Building	707,214
Central Office	22,092
GF Contributions	2,419,847
Fleet Maintenance	1,721,463
Horticulture	971,091
PUBLIC SAFETY	
Police	10,734,384
Dispatching Services	1,342,984
Police – 911 Surcharge	374,651
Fire	5,292,684
Inspections	1,039,694
TRANSPORTATION	
Street	3,032,024
Street Capital Imp.	769,400

SANITATION

Solid Waste	1,767,003
Sanitation	1,718,400

COMMUNITY DEVELOPMENT

Community Development	1,448,980
Code Enforcement	414,794
Planning / Historic Preservation	182,043

CULTURAL AND RECREATION

Parks	719,302
Golf	879,094

DEBT SERVICE

1,573,912

SUBTOTAL GENERAL FUND EXPENDITURES

39,967,373

Less Departmental Charges (Fleet Maintenance)

(750,000)

TOTAL GENERAL FUND EXPENDITURES

39,217,373

TAXES- AD VALOREM

Current Year Taxes	17,263,295
Prior Year Taxes	60,000
NC Vehicle Tax	1,550,961
NC Vehicle Tax - Penalties	10,000
Penalties Less Discounts	40,000

OTHER TAXES

Vehicle Fees	685,500
Privilege License	2,000
Cable Franchise – Video Programming	156,433
Disposal Tax	23,504
Local Sales Tax – Article 39	3,311,792
Local Sales Tax – Article 40	1,541,614
Local Sales Tax – Article 44	1,444,986
Local Sales Tax – Article 42	1,591,305

INVESTMENT INCOME

Interest Income	16,000
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LICENSE AND PERMITS

City Permits – Non-residential	140,000
City Permits – Residential	60,000
City Permits – Other	250,000
County Permits – Non-residential	50,000
County Permits – Residential	55,000
County Permits – Other	110,000
Broadway Permits – Residential	1,400
Broadway Permits – Other	4,500
City of Sanford Zoning Fees	25,000
Lee County Zoning Permits	10,000
Broadway Zoning Permits	500
Fire Permits / Fines	30,000

**INTERGOVERNMENTAL
REVENUES****UNITED STATES OF AMERICA**

Federal Drug Forfeiture	110,000
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STATE OF NORTH CAROLINA

Electricity Sales Tax	1,833,919
Natural Gas Sales Tax	78,374
Telecommunications Sales Tax	91,624
Beer and Wine Tax	60,887
N.C. DOT Mowing Agreement	32,020
Powell Bill	884,716
NC Electronics Management Fund	2,400

OTHER LOCAL GOVERNMENTS

Consolidated Planning Services	560,574
911 Surcharge Reimbursement	373,551
911 Dispatch	458,608
Financial Services – Broadway	3,500
Receipt Lee County – Buggy Factory	22,528

SALES AND SERVICE

Sale of Material	5,000
Sale of Compost Materials	10,000
Sale of Capital Assets	150,000
Sanitation Fees	3,074,240

GOLF

Green Fees – Annual	56,000
Green Fees – Daily	250,000
Cart Fees	260,000
Driving Range Fees	20,000
Tournament Fees	11,500
Pro Shop	55,000
Concessions	32,000

OTHER

Court Cost Fees	4,000
ABC Revenue	180,000
Street Paving Charges	225,000
Parking Revenue	3,000
Tower Consultant Fee	8,000
Civil Violation	500
Employee Computer Purchase	50,000
Airport Loan Reimbursement	44,000
Animal Control	1,000
APPROPRIATED FUND BALANCE	1,250,346
FUND BALANCE INSPECTIONS	368,794
FUND BALANCE CCEP	212,502

TOTAL GENERAL FUND REVENUE

39,217,373

SCHEDULE B: ENTERPRISE FUND**UTILITY FUND****DEBT SERVICE**

Debt Service	4,525,543
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OTHER

Utility Fund Contributions	248,465
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PUBLIC UTILITIES

UF Administration	3,173,283
Engineering	1,250,140
UF PW Administration	793,746
Distribution and Collection	6,426,798
Water Filtration	2,795,080
Utility Maintenance	1,185,868

Water Reclamation	2,829,163
Water Capital Imp.	407,000
Sewer Capital Imp.	550,000
Warehouse	442,216

SUBTOTAL UTILITY FUND EXPENSES

24,627,302

Less Departmental Charges (Warehouse)

(200,000)

TOTAL UTILITY FUND EXPENSES

24,427,302

USER CHARGES

Water Charges	14,487,080
Sewer Charges	8,936,384

INVESTMENT INCOME

Interest Income	5,000
Interest on Assessments	5,000

OTHER

Water Capacity Fees	164,035
Taps and Connections	215,000
Sewer Surcharge	85,500
Sludge Charge	80,000
Monitoring Fee	80,000
Charges on Past Due Accounts	120,000
Oil and Grease Fees	21,500
Sales Other Funds	30,000
Non Compliance Fees	2,000
Miscellaneous	8,000
Meter Rental	6,500
Rental Income	82,000
After Hours Fees	2,500
NSF Charges	5,500
RETAINED EARNINGS	91,303

TOTAL UTILITY FUND REVENUE

24,427,302

**SCHEDULE B: ENTERPRISE FUND
CHATHAM PARK**

Chatham Park WWTP Operations	331,141	
		TOTAL CHATHAM PARK EXPENSES
		331,141
OTHER		
Receipt Chatham Park	331,141	
		TOTAL CHATHAM PARK REVENUE
		331,141
		TOTAL ENTERPRISE FUND
		24,758,443

**SCHEDULE C: MUNICIPAL
SERVICE DISTRICT FUND**

OTHER		
Municipal Service District Fund	189,864	
		TOTAL MUNICIPAL SERVICE DISTRICT EXPENSES
		189,864
TAXES AD VALOREM		
Current Year Taxes	77,362	
Motor Vehicle Tax	2,750	
Penalties Less Discounts	100	
INVESTMENT INCOME		
Interest Income	100	
OTHER		
Contribution from General Fund	99,299	
FUND BALANCE APPROPRIATION	10,253	
		TOTAL MUNICIPAL SERVICE DISTRICT REVENUE
		189,864
		TOTAL ALL FUNDS
		64,165,680

Section 3: There is hereby levied for the fiscal year ending June 30, 2023, the following rate of taxes on each \$100 assessed valuation of taxable property as listed as of January 1, 2022 for the purpose of raising the revenue from current year's property tax as set forth in the foregoing estimate of revenue, and in order to finance the foregoing appropriation.

TOTAL RATE PER \$100 VALUATION \$.62

Section 4: There is hereby levied for the fiscal year ending June 30, 2023, the following rate of taxes on each \$100 assessed valuation of property in the Municipal Service District defined as the Central Business District listed as of January 1, 2022 for the purpose of raising the revenue from current year's property tax as set forth in the foregoing estimate of revenue and in order to finance the foregoing appropriation. The revenue raised will be used to support the improvement of the properties in the Municipal Service District, to manage the development of Downtown Sanford as the primary economic, cultural, and social center of the community, to educate the community on the unique assets and historical significance of the downtown area, to promote and stimulate the improvement of these assets, to implement the building improvement program, to address issues of parking, streetscape and safety in the Central Business District, to improve the area and to carry out other programs and activities approved by the City Council to support and promote the downtown area.

TOTAL RATE PER \$100 VALUATION \$.11

Section 5: There is hereby levied for the fiscal year ending June 30, 2023, on each registered motor vehicle and each registered trailer within the City of Sanford, a tax of \$30 for the purpose of raising revenue in order to finance street paving and the foregoing appropriations.

TOTAL RATE OF \$30 PER MOTOR VEHICLE AND TRAILER

Section 6: Privilege licenses and franchise taxes for the privilege of conducting specified businesses and professions within the City of Sanford are hereby levied at the rate established and authorized and adopted by the City Council of the City of Sanford on May 6, 1975.

Section 7: Building permits, inspection fees, fire fees, GIS fees, planning fees, compost facility fees, solid waste collection and disposal fees, beer and wine fees, water and wastewater rates are hereby levied at the rate established and shown on the attached schedules. All fees and rates are effective July 1, 2022 unless otherwise stated on the schedule.

Section 8: Fees for Solid Waste Collection and Disposal shall hereby be collected according to the provisions of North Carolina General Statutes 160A-314.1 that allows for the collection of said waste fees by any manner by which real and/or personal property taxes are billed and collected.

Section 9: The Finance Officer is authorized to transfer budgeted amounts within the departments but any revisions that alter total expenditures must be approved by the City Council through legislative action. All budget amendments must be reported in a public meeting of the City Council and made a matter of record in the minutes.

Section 10: Copies of the Budget Ordinance shall be furnished to the Finance Officer of the City of Sanford to be kept on file by them for their direction in the collection of revenue and expenditure of amounts appropriated.

Adopted this the 7th day of June, 2022.



T. Chet Mann, Mayor

ATTEST:



Bonnie Davis, City Clerk



Susan C. Patterson, City Attorney

CITY OF SANFORD
RATE SCHEDULE FOR FISCAL YEARS 2022-2023
RATES EFFECTIVE JULY 1, 2022

Water Utility Rates

Residential			Non-Residential		
Monthly Consumption Level	Inside City	Outside City	Monthly Consumption Level	Inside City	Outside City
Minimum Charge for up to 3 ccf (\$ / month)	\$19.47	\$38.92	Minimum Charge for up to 3 ccf (\$ / month)	\$19.47	\$38.92
Over 3 ccf (\$ / ccf)	\$5.90	\$11.75	3 ccf to 8 ccf (\$ / ccf)	\$5.90	\$11.75
			Over 8 ccf (\$ / ccf)	\$3.84	\$7.66

1 ccf = 100 cubic feet = 748 gallons

Sewer Utility Rates

Monthly Consumption Level	Inside City	Outside City
Minimum Charge for up to 3 ccf (\$ / month)	\$18.96	\$28.45
Over 3 ccf (\$ / ccf)	\$6.33	\$9.48

1 ccf = 100 cubic feet = 748 gallons

Sewer Only Rates

Monthly Consumption Level	Inside City	Outside City
Flat Fee	\$39.20	\$56.95

Industrial large volume user rate greater than 1,000,000 gallons per day

Water Rate	Sewer Rate
\$2.25/1,000 gallon	\$4.00/1,000 gallon

Industrial Surcharge Rates

Strength Parameter	Proposed Rate (\$/1,000 lb)
BOD	\$145 / 1,000 lb in excess of 250mg/l
TSS	\$220 / 1,000 lb in excess of 200 mg/l
Oil & Grease	\$200 / 1,000 lb in excess of 40 mg/l

CITY OF SANFORD
RATE SCHEDULE FOR FISCAL YEARS 2022-2023
RATES EFFECTIVE JULY 1, 2022

Industrial Pretreatment Monitoring Fee Development	
Pretreatment Monitoring Fee Development	Fee
Pretreatment Monitoring Fee	\$1,188.00/Event

Miscellaneous Charges	
Processing Fee For Returned Checks	\$25.00
Late Fee	\$5.00
Administrative Fee	\$15.00
Additional fee for Reconnection after hours	\$25.00

Sanitation Fee	
Annually	\$320.00

Vehicle Tax	
Annually	\$30.00 per vehicle and trailer

CITY OF SANFORD
BEER AND WINE FEES FOR FISCAL YEARS 2022-2023
RATES EFFECTIVE JULY 1, 2022

Beer and Wine Fees		
Malt Beverage (Beer)	Wine	Total
For On Premise - \$15.00	For On Premise - \$15.00	\$30.00
Off Premise - \$ 5.00	Off Premise - \$10.00	\$15.00

FEE SCHEDULE, SANFORD / LEE COUNTY

PLANNING AND DEVELOPMENT

FISCAL YEAR 2022-2023

Sanford / Lee County Board Applications

Petition for Zoning Text Amendment	\$300
Petition for Zoning Map Amendment	\$500
Petition for Conditional Zoning Map Amendment	\$750
Variance Application	\$500
Special Use Application	\$500
Additional Fee for review of application for Special Use Permit for telecommunications tower per Section 5.33.8 of Unified Development Ordinance	\$4,000
Appeals	\$500

Plan Review / Administrative Approvals

Plan Review (Commercial / Industrial) – 1 st and 2 nd submittals	\$500 plus \$2.00 per 1,000 square feet of Gross Floor Area
Plan Review (Multifamily) – 1 st and 2 nd submittals	\$500 plus \$2.00 per dwelling unit
Preliminary Plat (Major Subdivision) – 1 st and 2 nd submittals	\$200 plus \$10 per lot
0.	
Final Plat (Major Subdivision)	No charge
Minor Subdivision Plat	\$50
Plan/Plat Resubmission – 3 rd submittal and all subsequent submittals thereafter (fee to be paid separately for each submittal)	½ of the original fee
Zoning Verification Letter	\$25

Annexations and Street Closings

For annexation and street closing petitions, property owners are responsible for costs associated with advertising, recording fees, and required mail notifications. The property owners, or their agent, for newly petitioned annexed areas shall be responsible for paying the rezoning fee, as set forth in this schedule, to assign zoning to the annexed area.

**Compost Facility Fee Schedule
FY 2022-2023**

Material	Price Per Pickup Load	Price per 2 ½ Cu. Yd. Loader Bucket for Larger Truck Loads
Woodchips	\$15.00*	\$25.00*
Leaf Compost	\$15.00	\$25.00
Unscreened Compost with Clay Mixture	\$5.00	\$10.00
Screened Leaf Compost	\$25.00 when available	\$45.00 when available

Delivery by the City of Sanford will be \$40.00 per truckload within the city limits and \$65.00 per truckload outside the city limits but within the county. Delivery fee may fluctuate due to demand and/or availability. These charges are in addition to material cost.

*Special volume pricing periodically to decrease stockpile. \$1.75 per cubic yard on purchases of 500 cubic yards or more.

Septage Hauler Policy

Domestic Waste – waste that is domestic in character and comes from a residence

Commercial Waste – waste that is domestic in character and comes from a location other than a residence

Industrial Waste – waste that contains processed water and may include domestic waste

The City will not accept industrial waste except under special circumstances as approved by the wastewater plant superintendent and after the wastewater has been extensively tested at the industry's cost.

Note: The City of Sanford does not take any septage from outside the County of Lee.

The following are the septage hauler prices for the **2022-2023 fiscal year**:

Domestic	\$30 / 1,000 gallons
Commercial	\$65 / 1,000 gallons
Industrial	Minimum \$85 / 1,000 gallons (actual cost may vary)

Depot Park Rental Fees*Rental Fee*

Park/Facility/Venue Location	Fee
Depot Park	\$1500.00

Application Fee

Event Type	Application Deadline	Application Fee
Park/Road Festival	120 days before event	\$500.00
Parade	120 days before event	\$500.00
General Event	120 days before event	\$500.00
Race	120 days before event	\$500.00

Trash Fee

Attendance Range	Trash Removal Fee	Cleanup Fee
0-500	\$100	\$50 per hour of Event
500-1000	\$100	\$100 per hour of Event
1000-2000	\$100	\$150 per hour of Event
2000-5000	\$100	\$200 per hour of Event

**City of Sanford FY 2022-2023 Rates for the
Installation of Hydrant Meters for Contractors**

Hydrant Meter Size	Deposit Fee	Plus Daily Rental Fee
¾"	\$200.00	\$1.00 per day (per calendar year)
1"	\$400.00	\$1.00 per day (per calendar year)
2 ½"	\$1,500.00	\$2.00 per day (per calendar year)

Contractor is to notify the City of Sanford when hydrant meter is to be installed and removed. There will be a \$70.00 setup / relocation fee for the initial hydrant meter installation and for each additional relocation of the meter. Water usage as well as any applicable rental fees or setup / relocation fees will be deducted from deposit fees. Deposit will be forfeited if the City does not retrieve meter.

**City of Sanford FY 2022-2023
Water and Sewer Tap Rates**

Residential	Tap Size	Rate
<i>Inside and Outside</i>		
Water	¾"	\$950
Water Meter Set	¾"	\$125
Sewer	4"	\$1,250
Sewer Retaps:		
If have existing cleanout		No Fee
If city install cleanout		\$200
Commercial and Industrial	Tap Size	Rate
<i>Inside and Outside</i>		
Water		At Cost \$950 Minimum
Sewer		At Cost \$1,250 Minimum
Meter Set	¾"	At Cost \$125 Minimum
Meter Adjustment		At Cost \$75 Minimum

Anything other than residential is classified as a business. Example: Churches, Offices and Industries.

Property being served may be subject to additional fees based on location and "prevailing front footage rate". Contact the City Engineer for particulars.



SANFORD FIRE DEPARTMENT

POST OFFICE BOX 3729
SANFORD, NC 27331-3729

OFFICE: 919-775-8316

FAX: 919-775-7018

FEE SCHEDULE

Permits Any required permits listed in Section 105 of the NC Fire Prevention Code (Unless otherwise noted)	\$	50.00 each
Hazardous Materials As required by table 105.6.20 Of the NC Fire Prevention Code	\$	100.00 each
Routine Maintenance Inspections	\$	N/C
Fire Code Violations * *(No charge if violations have been corrected by the scheduled re-inspection date)	\$	75.00 each

Construction Reviews/Inspections

Plan Reviews **	\$	50.00 each plus \$ 0.02 per sq. ft.
Certificate of Occupancy	\$	N/C
Fire Protection Systems (New and Renovations)		

Sprinkler Systems **	\$	50.00 plus \$ 0.02 per sq. ft.
Standpipes **	\$	50.00 plus \$ 0.02 per sq. ft.
Fire Alarm Systems **	\$	50.00 plus \$ 0.02 per sq. ft.
Hood Systems **	\$	75.00.
Paint Booths **	\$	100.00
Other Extinguishing Systems **	\$	100.00
Re test	\$	100.00 each

*Fire Code violations are per each Code section that is not compliant. i.e. multiple exit signs out of service equals 1 violation, multiple fire protection systems out of service equals multiple violations.

**Construction permits for all Fire Protection systems shall be subject to the plan review fees noted above. All construction permits include first acceptance test as may be required. Re-test will be additional.

Permits will be renewed based upon the State mandated inspection schedule. All required permit fees are valid until change of occupancy use, ownership and/or tenant, or until revoked due to non-compliance.

Other Permits/Fees

Exhibits and Trade Shows	\$	25.00 each or \$ 250.00 annually
Liquid or Gas Fueled Vehicles/Equipment (In assembly buildings)	\$	25.00 each
Parking in Fire Lane	\$	50.00 each
Temporary Membrane Structures (Tents, Canopies and Air Supported Structures)	\$	50.00 each
Burning Permits (Land Clearing only)	\$	75.00 each
ABC Inspections	\$	100.00 each
Amusement Buildings	\$	100.00 each
Carnivals/Fairs	\$	100.00 each
Combustible Dust Producing Operations	\$	100.00 each
Covered Mall Buildings	\$	100.00 each
Explosives	\$	100.00 each
Fireworks Displays	\$	100.00 each Plus Stand by Personnel
Flammable/Combustible Liquids (Only mandated according to NC Fire Prevention Code)	\$	100.00 each
Fumigation/Insecticide/Fogging	\$	100.00 each
Private Fire Hydrant Removal	\$	100.00 each
Spraying/Dipping	\$	100.00 each
Tank Removal/Installation	\$	100.00 each

**HAZARDOUS MATERIALS / CONFINED SPACE / TRENCH RESCUE
EMERGENCY RESPONSE FEES**

RESPONSE UNITS	Inside City Limits Response	County Response
Engine	\$150.00 per unit / per hour	\$250.00 per unit / per hour
Ladder Truck	\$150.00 per unit / per hour	\$250.00 per unit / per hour
Equipment Truck	\$100.00 per unit / per hour	\$150.00 per unit / per hour
1 st Response Trailer	\$75.00 per unit / per hour	\$75.00 per unit / per hour
Brush Truck / Tow Vehicle	\$75.00 per unit / per hour	\$75.00 per unit / per hour
Shift Commander	\$35.00 per unit / per hour	\$35.00 per unit / per hour
Additional Command / Chief Office Response	\$35.00 per unit / per hour	\$35.00 per unit / per hour

Above fees include personnel, insurance, and fuel cost. Minimum charge of 2 hours and charged at ½ hour increments thereafter.

PERSONNEL

Paid Personnel:

(Includes Fire Marshal, Firefighters, Law Enforcement, etc. not included with equipment in above section	1.5 x hourly rate
Support Personnel from other departments	At cost

RESPONSE SUPPLIES

Ropes, haul systems, harness, PPE	Normal re-supply fee
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REHAB SUPPLIES

Food, drinks, snacks, etc.	At Cost
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RENTAL EQUIPMENT

Trucks, backhoes, etc.	At Cost
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EQUIPMENT / SUPPLIES NOT LISTED

Any Equipment / Supplies not listed, but used specifically on the response	At Cost
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CONTAMINATED / DAMAGED EQUIPMENT

The party responsible for the incident shall also be financially responsible for replacement of any routine or specialized equipment that becomes contaminated or damage during response, containment, abatement, and recovery efforts.

*****These are minimum charges. If actual costs exceed these minimums, the responsible party shall be liable for any additional cost.

Note: Any fees collected for services provided by the City of Sanford will be retained by the City and any fees collected for services provided by other agencies or entities will be remitted to said agencies or entities upon collection.

**BUILDING PERMIT FEES
RESIDENTIAL**

RESIDENTIAL (New)	Includes all Single Family Dwellings, Duplexes, and Townhouses.
Building Permit Fee:	Square Footage up to 1500 sq. ft.: \$240 Basic Fee.
	Square Footage over 1500 sq. ft.: Multiply by \$0.20 + \$240.00 (Basic Fee)
	North Carolina Licensed General Contractors add \$10.00 Homeowner Recovery Fund. (G.S.§ 87-15.6).
RESIDENTIAL (Modular Homes)	<p>Additional permits shall be obtained for porches, basements, garages and additional structural alterations to the modular home in accordance with the appropriate fee schedule. Please be aware that separate permits are required for electrical, mechanical and plumbing.</p> <p>In accordance with G.S.§ 87-1 and F.S.§ 143-139.1: any person, firm or corporation that undertakes to erect a modular building must have either a valid NC General Contractors License or provide a \$5,000 Surety Bond.</p>
Building Permit Fee:	1500 sq.ft. or Less - \$135.00
	1501 - 2000 sq. ft. - \$170.00
	2001 sq.ft. and Up - \$205.00
MANUFACTURED HOMES	Manufactured Home Setup Fee only. Refer to Electrical, Plumbing and Plumbing Fee Schedule for other permits.
Single-Wide	\$50.00 each
Double-Wide	\$70.00 each
Triple-Wide	\$85.00 each
OTHER RESIDENTIAL CONSTRUCTION	Includes all Residential Additions.
Building Permit Fee:	<p>Square Footage shall be used to calculate building permit fees. Estimated Cost of Construction is determined at \$80/sq. ft. for Heated Space, \$40/sq. ft. for Unheated Space and \$25/sq. ft. for Unheated Porches, Shelters or Decks. Building permit fee shall be calculated by: \$2.50 per \$1,000 of Estimated Cost of Construction (<i>from calculation above</i>). Minimum Building Permit Fee is \$60.00.</p>
OTHER RESIDENTIAL CONSTRUCTION	Includes all Residential Renovations, Repairs, and Other Residential Construction not listed elsewhere.
Building Permit Fee:	<p>Permit Fee is Calculated based on Applicants Estimated Cost of Construction. (Bid, quote, or estimate must be provided with permit application). Building permit fee shall be calculated by: \$2.50 per \$1,000 of Applicants Estimated Cost of Construction. Minimum Building Permit Fee is \$60.00.</p>

**BUILDING PERMIT FEES
COMMERCIAL**

COMMERCIAL (New)	50,000 Square Feet and Less.	
Building Permit Fee:	Estimated Cost of Construction shall be determined by multiplying the total gross building square footage by the cost per square foot for Type of Occupancy listed below; Permit Fee = Estimated Cost of Construction (from above) divided by \$1,000, multiplied by \$4	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

COMMERCIAL (New)	50,001 Square Feet and More.	
Building Permit Fee:	Estimated Cost of Construction shall be determined by: 1. Multiplying the first 50,000 square feet of the total building gross square footage by the cost per square foot for Type of Occupancy listed below. 2. Multiplying the square footage in excess of 50,000 square feet by the cost per square foot for Type of Occupancy listed below and add to figure from above. Permit Fee = Estimated Cost of Construction (from 1 above), divided by \$1,000, multiplied by \$4 <i>Plus</i> Estimated Cost of Construction (from 2 above), divided by \$1,000, multiplied by \$1.	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

**BUILDING PERMIT FEES
COMMERCIAL (continued)**

COMMERCIAL (New)	Modular Units.	
Building Permit Fee:	Estimated Cost of Construction shall be determined by multiplying the total gross building square footage by the cost per square foot for Type of Occupancy listed below; Permit Fee = Estimated Cost of Construction (from above) divided by \$1,000, multiplied by \$4	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

OTHER COMMERCIAL CONSTRUCTION	Includes all Commercial Renovations, Repairs, and Other Commercial Construction not listed elsewhere.	
Building Permit Fee:	Permit Fee is Calculated based on Applicants Estimated Cost of Construction. (Bid, quote, or estimate must be provided with permit application). Building permit fee shall be calculated by: \$4.00 per \$1,000 of Applicants Estimated Cost of Construction. Minimum Building Permit Fee is \$60.00.	

**BUILDING PERMIT FEES
MISCELLANEOUS**

MISCELLANEOUS BUILDING PERMITS	
Items not shown elsewhere in Fee Schedule.	Minimum Fee. Items not shown. \$60.00
Change of Occupancy Permit	\$60.00 each
Daycare Permit	\$75.00 each
Demolition Permit	\$90.00 Permit Fee plus Post \$500 Bond (Cash, Certified Check or Money Order per permit).
Footing/Foundation Permit	\$60.00 each
Malt Beverage License Inspection	\$60.00 each
Moving Building Permit	\$90.00 Permit Fee plus Post \$500 Bond (Cash, Certified Check or Money Order per permit).
Swimming Pool (For Setbacks Only)	\$60.00 each
Outdoor Advertising Sign (For Lee County Only)	\$90.00 each
Other Signs	\$60.00 each

ELECTRICAL PERMIT FEES

RESIDENTIAL	
RESIDENTIAL (New): Basic Fee \$135.00 (up to 200 Amps) Basic Fee <i>plus</i> \$20.00 per each 100 Amps over 200 Amps	
RESIDENTIAL (Renovations) (Maximum Fee \$135.00): Basic Fee \$60.00 <i>plus</i> any of the following that apply: \$5.00 per Special Outlet (Dryer/Electric Stove/Etc) \$25.00 per subpanel	
RESIDENTIAL (Room Additions) (Maximum Fee \$135.00): Basic Fee \$60.00 <i>plus</i> Room Additions - \$40.00 per Room Addition. <i>plus</i> \$5.00 per Special Outlet (Dryer/Electric Stove/Etc). <i>plus</i> \$25.00 per subpanel.	
MANUFACTURED HOME	Basic Fee \$55.00 each
MODULAR HOMES	\$75.00 each
COMMERCIAL	
0-200 Amps	\$115.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
201-400 Amps	\$135.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
401-600 Amps	\$145.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
601-800 Amps	\$165.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
801-1000 Amps	\$175.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
1001-2000 Amps	\$255.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
2001 & Up AMPS	\$330.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
Special Outlets - 30 Amp/240 Volt or Greater	
MISCELLANEOUS ELECTRICAL PERMITS	
Items not shown elsewhere in Fee Schedule.	Minimum Fee. Items not shown. \$60.00
Conditional Power Fee	\$60.00
Fire Alarm	\$60.00
Electrical for Mechanical Change Outs	\$40.00
Power Restoration	\$60.00
Accessory Building	\$60.00
Service Change (Up to 100 amps)	\$60.00
Service Change (125-200 Amps)	\$75.00
Signs	\$60.00
Special Outlets	\$60.00 Minimum Fee <i>plus</i> \$5.00 each (Special Outlets - 30 Amp/240 Volt or Greater)
Swimming Pool Grounding	\$60.00
Temporary Power Pole	\$60.00

PLUMBING PERMIT FEES

RESIDENTIAL (New)
Basic Fee \$60.00 plus \$25.00 for every Full Bath \$20.00 for every Half Bath
RESIDENTIAL (Modular Homes)
Basic Fee \$60.00 plus \$5.50 for water line \$5.50 for sewer line Unfinished Baths require a separate permit at the time of Fit Up.
RESIDENTIAL (Manufactured Homes)
Basic Fee \$50.00
OTHER RESIDENTIAL CONSTRUCTION
Basic Fee \$60.00 plus \$5.50 per fixture (<i>see plumbing permit application</i>).
COMMERCIAL (New)
Basic Fee \$60.00 plus \$5.50 per fixture (<i>see plumbing permit application</i>).
COMMERCIAL (Modular)
Basic Fee \$60.00 plus \$5.50 for water line \$5.50 for sewer line
MISCELLANEOUS PLUMBING PERMITS
Basic Fee \$60.00 plus \$5.50 per fixture (<i>see plumbing permit application</i>).

RECORD RESEARCH

Permit Activity Computer Printouts	\$100.00
Archives/History Research (Per Permit)	\$20.00 per hour.
Copies (per page)	\$0.35per page

SPECIAL NOTES

1. FAILURE TO SECURE PERMIT

Failure to obtain the appropriate permit before construction begins shall result in a 100% penalty (double fees). Commencement of or proceeding with any work of which a permit is required by the State Building Code or any other state or local laws (shall include digging footings or moving manufactured homes on site). (G.S. § 153A-357, G.S. § 160A-417; G.S. § 153A-354, G.S. § 160A-414; G.S. § 153A-352, G.S. § 160A-412).

2. ISSUANCE OF PERMITS

Individual trades are responsible for purchasing their respective permits (no blanket permits are issued).

If a building permit is required for any job, the building permit must be issued prior to issuance of any trade permits.

All approvals from other regulatory agencies (local, state, and federal) must be documented (i.e. zoning approval, erosion control, historic district, environmental health, etc.) before building permits will be issued. (G.S. § 153A-357, G.S. § 153A-363, G.S. § 160A417, G.S. § 160A-423).

It is the contractor's responsibility to meet all requirements of license limitations when making application for permits. (G.S. § 87-14, G.S. § 87-21(e), G.S. § 87-43.1, G.S. § 87-58, G.S. § 153A-134, G.S. § 153A-357, G.S. § 160A-194, G.S. § 160A-417).

The Permit Coordinator will notify the applicant at which time the permit is prepared for issuance and the cost of the permit.

BUILDING PERMITS

The North Carolina Building Code requires that a permit be issued for "The construction, reconstruction, alteration, repair, movement to another site, removal, or demolition of any building or structure;" Accessory Buildings with any dimension greater than twelve (12) feet are required to meet the provisions of the North Carolina Residential Code for One- and Two-Family Dwellings.

"No permit ...shall be required for any construction, installation, repair, replacement, or alteration costing Five Thousand Dollars (\$5,000) or less in any single family residence or farm building unless the work involves: the addition, repair, or replacement of load bearing structures;"

- Building permits will be issued to a properly licensed North Carolina General Contractor.
OR
- To the owner of the property on which the building is to be built and occupied by said owner for at least twelve (12) months following completion (no rental property). Volume I-A, G.S. 87-1.
OR
- To an individual when a general contractor's license is not required. The cost of the undertaking cannot exceed thirty thousand dollars (\$30,000).
Permits will be issued personally to the license holder of record only. A bonafide employee of the licensee will be allowed to obtain permits upon submittal of the "Authorization for Permit Application by Employee of Licensed Contractor Form".

General Contractors Licensing Limitations: If the estimated cost of construction from the fee schedule exceeds a contractor's license limitations a copy of the original bid, quote or estimate will be required prior to permit issuance.

HOMEOWNER RECOVERY FUND:

Pursuant to §87-15.6 (b), whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit or for the alteration of an existing single-family residential dwelling unit, a (\$10.00) fee shall be collected from the general contractor for each dwelling unit to be constructed or altered under the permit. The City of Sanford shall forward four dollars (\$9.00) of each fee collected to the Board of General Contractors, on a quarterly basis and the city may retain one dollar (\$1.00) of each fee collected. The Board shall deposit the fees received into the General Fund.

ELECTRICAL PERMITS

Electrical permits are required for “The installation, extension, alteration, or general repair of any electrical wiring, devices, appliances, or equipment.”

Electrical permits are issued to a North Carolina properly licensed North Carolina Electrical Contractor
OR

Property owners requesting to perform electrical work upon their own property when such property is not intended at the time for rent, lease, or sale will be required to take and pass an electrical exam prepared by this office. (G.S. § 87-43.1 *Exceptions*).

Permits will be issued personally to the license holder of record only. A bonafide employee of the licensee will be allowed to purchase permits upon submittal of the Authorization for Permit Application by Employee of Licensed Contractor Form.

Temporary Service Poles

Temporary Service Poles Inspections are to be made in conjunction with the footing or foundation inspection (permit fee is waived with new building construction only). In order to erect a temporary pole prior to or after the footing or foundation inspection or for renovations or additions, an electrical permit for the temporary pole must be obtained (see fee schedule).

MECHANICAL PERMITS

Mechanical permits are required for “The installation, extension, alteration or general repair of any heating or cooling system;”

- **Mechanical permits are issued to a properly licensed North Carolina Mechanical Contractor**
OR
 - To the owner of the building that occupies the building provided that the permit holder performs the work themselves (no rental property or commercial projects). Volume I-A, G.S. 87-21(a)(5)(ii).

NOTE: Mechanical change-outs and/or relocation of mechanical units require an electrical permit as described above.

Permits will be issued personally to the license holder of record only. A bona fide employee of the licensee will be allowed to purchase permits upon submittal of the Authorization for Permit Application by Employee of Licensed Contractor Form.

Grease Canopy Hoods do not require a licensed contractor.

MANUFACTURED HOME PERMITS

A licensed Dealer or Setup Contractor must obtain Manufactured Home Permits. The owner is allowed to obtain a manufactured home permit only if they are actually setting up the home themselves.

Any manufactured home moved to the site prior to issuance of the necessary permits required will be removed from the site until such time that the proper permits are approved and issued.

Manufactured home plumbing permits are required for setup contractors who will complete the plumbing connections underneath the home only. A North Carolina licensed plumbing contractor will be required to obtain a separate permit to make utility connections (water/sewer).

MODULAR PERMITS

A building permit is required for modular homes.

In accordance with G.S. 87-1 and G.S. 143-139.1, any person, firm or corporation that undertakes to erect a modular building must have either a valid North Carolina General Contractors License or provide a five thousand dollar (\$5,000) surety bond for each modular building to be erected.

The permit fee is for the modular setup (footing, foundation, and final). Additional building permits shall be obtained for porches, basements, garages, and additional structural alterations to the modular unit in accordance with the permit fee schedule. A separate permit is required for electrical, mechanical and plumbing permits.

NO TEMPORARY SERVICE WILL BE AUTHORIZED FOR ANY MODULAR CONSTRUCTION.

PLUMBING PERMITS

Plumbing permits are required for "The installation, extension, alteration or general repair of any plumbing system;"

- Plumbing permits are issued to a properly licensed North Carolina Plumbing Contractor
- OR**
- To the owner of the building that occupies the building provided that the permit holder performs the work themselves (no rental property or commercial projects). G.S. 87-21(a)(5)(ii).

Permits will be issued personally to the license holder of record only. A bona fide employee of the licensee will be allowed to purchase permits upon submittal of the "Authorization for Permit Application by Employee of Licensed Contractor Form".

Manufactured home plumbing permits are required for setup contractors who will complete the plumbing connections underneath the home only. A North Carolina licensed plumbing contractor will be required to obtain a separate permit to make utility connections (water/sewer).

RENTAL PROPERTY

Electrical, Mechanical and Plumbing Permits will not be issued to the owners of rental property.

- **Rental Property – Building Permits**

Building Permits will be issued to the owner or an unlicensed General Contractor where the cost of the undertaking is less than \$30,000. Projects valued at \$30,000 or more require that the permit be issued to a North Carolina Licensed General Contractor only. (G.S. § 87-1).

- **Rental Property – Electrical Permits**

Electrical Permits will be issued to North Carolina Licensed Electrical Contractors only. (G.S. § 87-43.1 (5a)).

- **Rental Property – Mechanical Permits**

Mechanical Permits will be issued to North Carolina Licensed Mechanical Contractors only. (G.S. § 87-21 (a)(5)(ii)).

- **Rental Property – Plumbing Permits**

Plumbing Permits will be issued to North Carolina Licensed Plumbing Contractors only. (G.S. § 87-21 (a)(5)(ii)).

RENEWING EXPIRED PERMITS:

If any permit expires or is revoked, or if any other permit issued by the inspection department becomes invalid because of no activity, the applicant must apply for a new permit to be issued and pay the appropriate fees.

In order for the requirement that additional fees be paid for re-issuance of an expired permit be waived, the owner/contractor must show proof of work being performed on the job (i.e., valid receipts for labor, materials etc., during the period in which no inspections were performed.) (G.S. § 153A-354, G.S. § 160A-414).

PERMIT REFUNDS

Permit fees are non-refundable, unless no work has been performed and no inspections have been made. (G.S. § 153A-354, G.S. § 160A-414).

POSTING BONDS

Bonds are required to be posted for moving permits and demolition permits for the City of Sanford. Bonds may be posted in the form of cash, certified check or money order, at the time that a Demolition or Moving Permit is issued. Bonds are non-transferable.

3. POSTING OF PERMIT CARDS:

Permit cards must be posted and building plans must be available at all times at the jobsite, or the inspection will not be performed and a \$60 re-inspection fee will be charged.

4. INSPECTIONS

The General Contractor or the person that the Building Permit was issued to must make all inspection requests. (Footings, Foundations, Rough-Ins, Insulation, and Final for C.O.). Electrical, Plumbing & Mechanical Contractors will be responsible to notify the General Contractor when ready for Rough-In, Final, and other inspections.

****NOTE:** When a construction project requires all four disciplines, i.e., Building, Electrical, Plumbing and Mechanical installations, each discipline will be inspected simultaneously, during one inspection trip. Inspection requests should not be made unless each discipline is ready for a rough-in inspection. A minimum of one (1) day notice is required for all inspections.

All inspections must be called in by the correct address and permit number.

Building Permit Cards must be posted and building plans must be available at the jobsite or the inspection will not be performed and a **\$60 PENALTY FEE WILL BE CHARGED.**

Inspection results will be provided at all jobsites. Passed inspections will be indicated with the appropriate section of the permit card posted on the jobsite. Failed inspections will be identified with the posting of a orange "NOTICE" card accompanied by a "NOTICE OF ADDITION OR CORRECTIONS" sheet. The Inspector will provide these two documents on the jobsite with the permit card. (G.S.§ 153A-352 and G.S.§ 160A-512).

Calls to the inspection department concerning the status of inspections are discouraged. Check permit card at jobsite for inspection results.

Priorities for daily inspections will be as follows:

1. Concrete pours. (i.e. footing and slabs).
2. Open ditches that are a potential danger to the public. (i.e. water & sewer lines and underground electrical)
3. Foundations.
4. Restoration of Electrical Service to existing buildings.
5. Mechanical Change-Outs / Repairs during extreme weather conditions.

RE-INSPECTION FEES

The Inspections Department will perform one follow-up inspection to ensure that corrections have been made. Additional inspections shall be termed "re-inspections". A fee of \$60 shall be paid prior to any re-inspection trip. Temporary service poles not inspected in conjunction with footing or foundation inspections will be considered a re-inspection. There will be a \$60.00 re-inspection fee charge if a scheduled inspection is not ready when the inspector arrives on the jobsite.

Any inspection that requires that the owner provide access (i.e. Building, Electrical, Mechanical and Plumbing) the re-inspection fees will be as follows:

- 1st Inspection Trip – No Charge. Door Hanger will be left instructing owner to schedule an inspection.
- 2nd Inspection Trip, and subsequent trip will result in a \$60 Re-Inspection Fees per Re-Inspection Trip until Inspection is approved. Contractor will be responsible for paying Re-Inspection Fees prior to any Re-Inspections.

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Microsoft Word - Moncure Megasite Scope (Revised 5-31-22)

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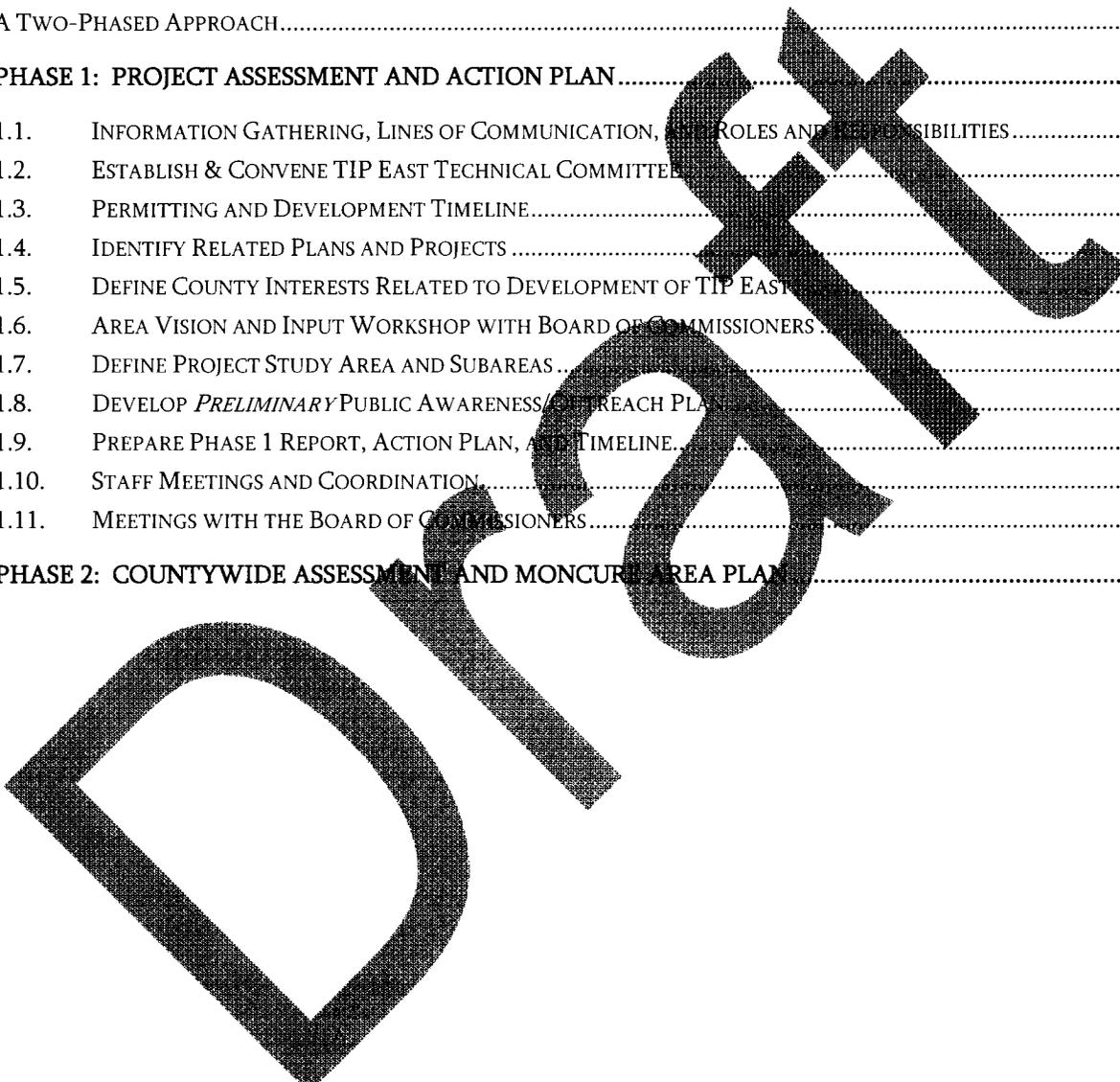
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TIP East

Countywide Assessment and Moncure Area Plan

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Generally

Background

On March 29, 2022, Governor Roy Cooper announced that automaker VinFast selected Chatham County as the location of its first North American assembly plant for its electric vehicles – the first major automotive plant in North Carolina's history. The plant is planned for development on a portion of the Moncure megasite in southeastern Chatham County, now known as Triangle Innovation Point (TIP) East. TIP East is situated on the east side of Pea Ridge Road.

In anticipation of this historic project, the Board of Commissioners is initiating a wide-ranging planning effort to assess countywide impacts of the VinFast project, to prepare an action plan to address those impacts, and to develop an area plan for the County lands expected to be most directly impacted by the development of TIP East. It should be noted that significant changes are also being planned at "TIP West" and other nearby projects that are not part of this study.

This scope of work outlines the currently anticipated steps and tasks to be undertaken in each phase. However, based on discussions between White & Smith, VinFast representatives, County staff, and other agencies, flexibility is required, and the final scope will reflect County needs as they develop during Phase One.

A Two-Phased Approach

It is critical that the County act quickly to respond to the VinFast announcement, even as details of the project and associated infrastructure improvements continue to emerge. Therefore, the BOC will develop the "*TIP East: Countywide Assessment and Moncure Area Plan*" in two phases.

The abbreviated first phase will involve initial background research, fact finding, project assessment, and the development of an "action plan" to be executed in the second phase. Phase One should be completed within a few months and is necessary in order to plan the longer-range County process of planning and public outreach in response to the site's development.

The second Phase of this project will be the County's formal planning initiative in response to the March announcement. We anticipate it to include not only a full assessment of countywide impacts, but also an action plan for responding to the development and its impacts.

1.0 Phase 1: Project Assessment and Action Plan

County staff and the Unified Development Ordinance (UDO) consultants have responded quickly to the announcement of the VinFast plant in March. The objective of Phase 1, however, is to create a formal, transparent, and informed framework to coordinate planning and zoning matters related to the development of TIP East over time.

The goal is to ensure that as things develop, there is a clear chain of coordination and expertise in place to respond efficiently and effectively in order to protect County interests and the interests of those affected by this project.

Phase 1 is estimated to be completed within three (3) months of contract approval, though the final timeframe will depend on factors addressed below, including a number of still developing factors.

1.1. Information Gathering, Lines of Communication, and Roles and Responsibilities

In Task 1.1, the Team will complete its initial information gathering and will assist staff in setting up internal file sharing sites and protocols to establish an organizational framework for the project.

In addition, we will assist staff in setting up points of contact and a list of relevant stakeholders and decision-makers, along with an articulation of the role each will have in Phase 2 of the project. For example, some agencies, like the NCDOT, will be a day-to-day partner throughout the process, given its role and jurisdiction. Others may not have approval jurisdiction but will nonetheless be impacted by the development of TIP East, such as adjacent local governments. Other stakeholders include jurisdictions like the City of Sanford, that will provide key infrastructure, but which are outside of Chatham County.

And, of course, there are many community members, residents, and business owners – within Chatham County and outside of it – who will be impacted by or will be involved in the development, whose roles need to be defined, and input received and responded to.

Finally, we will assist the County in defining the roles its staff and officials can and may play as the TIP East project progresses. This may also involve clarifying the responsibility others outside the County are anticipated to have in relation to those of the County. These may include:

- County Staff & Administration
- Board of Commissioners
- Planning Board

- Advisory Committees
- Consultants and Subject Matter Experts
- External Stakeholders and Agencies

1.2. Establish & Convene TIP East Technical Committee

In Task 1.2, we will work with staff to establish a technical committee to steer the project and to be comprised of County staff, consultant team members, and representatives from other agencies impacted by or with jurisdiction over the TIP East development.

The goal is to ensure that as issues evolve, the Board of Commissioners and County management remain aware of who is handling what aspects of the project and the process for doing so.

We anticipate convening an “introductory” meeting of the Technical Committee during Phase 1.

At this time, it is anticipated that the Technical Committee would remain in place to oversee both Phases One and Two. However, its role will be defined and clarified during Phase One, based on the input of County staff, the Administration and Commissioners.

1.3. Permitting and Development Timeline

We will establish a matrix outlining anticipated steps in the approval and development process for the TIP East, including construction phasing, transportation and other improvements, and approvals by County staff, and other agencies. The matrix will be an important organizational tool for County staff and officials and a resource to ensure the County remains up-to-date as this rapidly developing project progresses and is aware of the necessary roles and responsibilities over time.

1.4. Identify Related Plans and Projects

We will establish a list and library of plans, policies, regulations, and projects that are impacted by the TIP East development or which may need to be revisited at some point. Clearly, one of the biggest projects impacted by the VinFast announcement has been the development of a UDO for Chatham County. However, in addition, the development will greatly impact the findings and objectives in 2017's *Plan Chatham* and other planning initiatives. Phase 2 may include revisions to County plans or projects, depending on the findings in Phase 1.

1.5. Define County Interests Related to Development of TIP East

Task 1.5 marks a key step and substantively defines the Chatham County interests related to TIP East's development as an automotive manufacturing plant. This will lay the foundation for the *Countywide Assessment and Moncure Area Plan* completed in Phase Two.

Among the County interests we anticipate addressing in Phase 2 are:

- Fiscal Impacts
- Economy and Markets
- Land Use, Planning, Design, and Community Appearance
- Natural Resources & Environment
- Watershed Protection, Erosion Control, and Stormwater
- Transportation
- Utilities, Public Services, and Infrastructure
- Housing and Schools

There may be others. Each will be discussed in Phase 1 to determine whether to address it in Phase 2. Also, the Task 1.9 report and action plan, below, will include recommendations, if applicable, of additional in-house or external expertise required on the County's behalf.

In addition, we also will evaluate the relevance of regional impacts to County interests and the degree to which the County either has an interest in these considerations beyond its boundaries.

1.6. Area Vision and Input Workshop with Board of Commissioners

During Phase 1.6, we will conduct a brief workshop with the Board in order to outline alternatives relevant to the County's role and interests related to the development of TIP East to ensure Phase Two reflects the Board's desired approach and level of involvement for the County regarding the VinFast site.

We also anticipate discussion with the Board related to several key County policies impacting or impacted by the new plant, including countywide growth objectives, watershed and stormwater policies, and master planning activities in the Moncure community, particularly those most proximate to the VinFast site. The Team may work with the Board to define its vision and guiding principles with respect to the Moncure community as TIP East develops in the coming years.

1.7. Define Project Study Area and Subareas

Based on the findings and results from Tasks 1.1-1.6, we will identify and map the project study area – and any subareas – to be considered during Phase 2.

While TIP East’s development is certain to have impacts countywide (and beyond), others will be more immediate to the parcels being developed. For example, study areas and subareas may include lands adjacent to VinFast, the Moncure Community, the Cape Fear watershed, directly impacted transportation corridors and natural features, or the county as a whole.

The geographic areas relevant to the Phase 2 assessment and area plan will be defined largely according to the scope of County interests identified in Task 1.5 and the Planning Board feedback received in Task 1.6.

1.8. Develop *Preliminary* Public Awareness/Outreach Plan

We will work with the County to develop a preliminary public outreach plan to ensure community members, residents, business owners and others within identified Study Area(s) remain informed of progress on the VinFast site, the status of the *Countywide Assessment and Moncure Area Plan*, and of opportunities to provide input and perspective to the County as the project proceeds.

At this time, we understand that representatives of VinFast are likely to begin their own public outreach effort in the coming months, which will of course be relevant to the nature and scope of any outreach efforts the County undertakes.

Additionally, Phase 2 will necessarily include opportunities for the County to adjust the preliminary outreach plan to respond to developments and issues as they arise. Nonetheless, in Phase One we will begin outlining how the County’s outreach process may work in both short- and long-term timeframes.

Finally, we will discuss options with staff for establishing either a separate website or a page on the County’s website to facilitate outreach and awareness during the development of TIP East.

1.9. Prepare Phase 1 Report, Action Plan, and Timeline

The principal deliverable for Phase One will be Task 1.9’s report and prioritized action plan, which is anticipated at a minimum to include the following:

- Executive Summary
- Description of TIP East Project and Known Impacts

- Prioritized Step-by-Step Phase 2 Implementation Plan
- Defined Phase 2 Outcomes and Deliverables
- Estimated Phase 2 Timeframes and Resource Requirements
- Conclusion

In short, Task 1.9 will include a road map for the County’s formal planning effort related to VinFast: Phase Two’s *Countywide Assessment and Moncure Area Plan*.

The goal is not only to position the County well with respect to the development of TIP East, but also to define a public process for addressing the impacts resulting from the VinFast development on County residents, agencies, and business owners, and in particular, the Moncure community.

1.10. Staff Meetings and Coordination

Members of the consultant team will be available to meet by phone, teleconference, and videoconference with County staff, other agencies, and VinFast representatives throughout Phase One (see assumed time allocation in estimated budget).

We will offer input and direction as requested by staff related to Phase One of this scope of work, as well as the ongoing UDO work to the extent relevant to the TIP East development.

In addition, we will hold face-to-face meetings with staff in accordance with COVID protocols, during meetings scheduled in Pittsboro, as part of Task 1.11 or other meetings associated with the UDO project.

1.11. Meetings with the Board of Commissioners

In order to receive input and direction directly from the Commissioners and to keep the Board informed of our Phase 1 progress, we anticipate meeting in-person or virtually with the Board two (2) times during Phase One. The dates and subject matter for each meeting will be determined following discussion with staff and County administration.

However, a key meeting will be held in Task 1.6 to receive preliminary input and direction from the Board as provided above. We then anticipate a second meeting to present Task 1.9’s report and action plan for Chatham County’s *Countywide Assessment and Moncure Area Plan*.

2.0 Phase 2: Countywide Assessment and Moncure Area Plan

The specifics of Phase Two will be developed during Phase One’s project assessment process. As noted, Phase Two represents the County’s formal planning effort regarding the

establishment of VinFast’s operations and related impacts in the community, both countywide and in the Moncure area.

At this time, and pending Phase One’s findings, Phase Two is anticipated to include a full evaluation of TIP East’s impacts on the County – including the preliminary listing in Task 1.5 above – means of responding to those impacts, and an area or master plan for lands designated by the Board around TIP East. The timing of these two components will be established during Phase One. Specifically, we will work with staff and the Board to determine whether both elements of Phase Two should occur concurrently or sequentially.

Draft