



Board Meeting Agenda Abstract

Monday, May 4, 2026

Location:

Agenda Item

Town Code Amendment - Landscape Establishment Permit Fee - Part 5 Chapter 1 Article C: Water Shortages & Conservation - (Wagner) - Item 8.C

Item Explanation

The purpose of this agenda item is to consider amending Part 5 - Chapter 1 - Article C, of the Town Code of Ordinances pertaining to Water Shortages & Conservation, in order to identify the fee for the temporary 45-day landscape establishment permit.

Staff Comments

The Town has two (2) permits to operate and maintain public water systems. All units of local government that provide or plan to provide public water service and all community water systems having 1,000 or more connections or serving more than 3,000 people in North Carolina are required to prepare and submit a Local Water Supply Plan (LWSP), as mandated by NC General Statute 143-355 (l).

A Water Shortage Response Plan (WSRP) is a requirement of an LWSP. A WSRP establishes authority to declare a water shortage, defines the different phases of water shortage severity, and outlines appropriate responses for each phase. A system's WSRP needs to be reviewed and updated every 5 years. After NC DWR approval, the system will need to have the WSRP approved by its governing board. The Town's first WSRP was approved in 2008 and includes annual water conservation measures and restrictions for irrigation from May 1 through October 31. Exceptions to these restrictions (on a temporary 45-day basis, with the payment of a permit fee) may be granted for landscapers or property owners engaged in establishing new grass seed, sod, or landscaping on a site-by-site basis, by permit issued by the Town. Any person regularly engaged in the sale of plants shall be permitted to use water for such purposes. These annual restrictions do not apply to any citizens who utilize a drip irrigation system.

Part 5 Chapter 1 Article C of the Town Code of Ordinances, which regulates Water Shortages & Conservation violations and associated penalties, was last amended in 2008. The \$50 for the temporary 45-day landscape establishment permit needs to be added to the ordinance, as it currently states "with the payment of a permit fee". The historic charge for this permit has been \$50.

This fee will be used to process the application, and the proposed amendment aligns with

those of surrounding municipalities, ensuring consistency.

This recommended update by management and staff to the Town Code of Ordinances is to identify the current \$50 permit fee charged in the Water Shortages & Conservation article.

Fiscal Note

Yes

The existing fee of \$50 for the temporary 45-day landscape establishment permit needs to be identified in the ordinance.

Recommendation

CONSENT AGENDA

MOTION TO: Amend Part 5, Chapter 1, Article C of the Town Code of Ordinances: Water Shortages & Conservation as presented and recommended.

ATTACHMENTS

[Landscape Establishment Permit.pdf](#)

[Ordinance - TCA_Landscape_Establishment_Permit_Fee.docx](#)