



# Town of Pittsboro, North Carolina

Department of Planning

(919) 542-1655

## MEMORANDUM

TO: Bryan Gruesbeck, Town Manager

FROM: Jeff Jones, Planning Director

SUBJECT: Chatham Park Additional Element Review Committee Update

DATE: November 10, 2016

**Background:** The Chatham Park Additional Elements committee has completed its review of the first set of Elements and will be presenting at the November 28<sup>th</sup> Town Board meeting its recommendations.

The item for discussion is whether the Town Board is ready to set a Public Hearing on these Elements for November 28<sup>th</sup> and follow the schedule that was presented by staff in September.

Committee Chair Jim Nass will present the recommendations at the next Board meeting and as part of that presentation the Town Board could hold a Public Hearing.

The schedule for reviewing all elements will be as follows:

Review the Additional Elements in three groups:

1. Phasing, Parking & Loading, Signage, and Lighting
2. Open Space, Tree Protection, Landscaping, and Stormwater
3. Public Facilities, Public Art, Transit and Affordable Housing

Group 1 meeting dates: October 5<sup>th</sup>, October 19<sup>th</sup> and November 2<sup>nd</sup>

Group 2 meeting dates: November 16<sup>th</sup>, November 30<sup>th</sup>, December 14<sup>th</sup> and January 4<sup>th</sup>

Group 3 meeting dates: January 18<sup>th</sup>, January 25<sup>th</sup>, February 8<sup>th</sup> and February 22<sup>nd</sup>

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After each set of elements reviewed by the committee the Town could then start the process of setting and holding a Public Hearing and then sending on to the Planning Board for recommendation.

Group 1 target dates: November 14<sup>th</sup> set Public Hearing for November 28<sup>th</sup>. Planning Board recommendation on December 5<sup>th</sup> and to the Town Board of Commissioners on December 12<sup>th</sup> for Action.

Group 2 target dates: January 9<sup>th</sup> set Public Hearing for January 23<sup>rd</sup>. Planning Board recommendation on February 6<sup>th</sup> and to the Town Board of Commissioners on February 13<sup>th</sup> for Action.

Group 1 target dates: March 6<sup>th</sup> set Public Hearing for March 20<sup>th</sup>. Planning Board recommendation on April 3<sup>rd</sup> and to the Town Board of Commissioners on March 10<sup>th</sup> for Action.

While the committee is working through their process staff and any consultants the Town engages for various elements will be working to compile our comments and recommendations. The goal would be to mirror the committee's timeline for review of the elements.

**Action Requested: Receive the information.**