



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

DATE: August 18, 2016

Background: During the last Board meeting held on August 8th, the Board made some headway into determining the composition of this new advisory committee, however the Board wanted some additional time to work out the details of the committee and to wait for the citizen's expressing a desire to serve on the committee to end on August 15th.

To this point, Alice Lloyd, Town Clerk, has collected letters/info from 29 people who have expressed a desire to serve on this committee (see attached). The attached spreadsheet details the order in which we received the application and whether or not this person lives within the Town's Jurisdiction.

Action Requested: Give direction on the Committee purpose and Make-up to be ready to appoint committee members.

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