



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: September 7, 2016

Background: During the last Board meeting held on August 22nd, the Board appointed the advisory committee. Since this meeting Staff has met with James Nass, Convener of this committee, to discuss the committee meeting schedule and thoughts on how the committee might function. Mr. Nass and I set the first meeting of this committee for September 20th at 7pm.

The one item left remaining for the Town Board of Commissioners to decide on is the resolution item #7 (see attached) which discusses timeframe of this committee's work. The resolution indicates that the committee will follow an adopted review schedule, incorporating the required public hearing and Planning Board review.

I would like to have the Town Board give direction on this review, so when the Committee meets on the 20th we will have a better sense of time that the Committee will have for review. Currently, there is not an adopted review schedule.

Action Requested: Give direction on the Committee's Timeline for Review.

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