

MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: Request to Set Public Hearing for a Zoning District Change Application for Chatham Park Planned Development District (PDD)

DATE: November 10, 2014

Background: The Town of Pittsboro has received a Zoning District Change Application from Chatham Park Investors, LLC (CP) for property that was zoned as Chatham Park PDD.

In the time since you approved the zoning in June, CP has acquired additional property within the current footprint. CP is also recommending edits to parts of the document – most notably in Sections VIII and Section X. Section VIII contains additional language for approval of the twelve additional sub-plans or “Additional Elements” as well as an elimination of redundant language in Section VIII under each element in the section. In the current proposed revised Master Plan, the 2-year allowance for submittal of additional elements is covered in Section X.

Attached to this memo, please find a copy of the main portion of the proposed revised Master Plan with edits/comments from CP. I have also attached the full binder of the proposed revised Master Plan. The full application and Master Plan will also be uploaded to the Town’s website.

CP is requesting that you consider setting a Public Hearing for the regular November 24, 2014 Board of Commissioners meeting. In order to provide full accommodations, the Public Hearing should take place at the Chatham County Historic Courthouse at CP’s expense.

Following the Public Hearing, the Town Board of Commissioners could elect to refer the matter to the Planning Board for discussion at the next regular meeting of the Planning Board - scheduled for December 1, 2014.

After due consideration, the Town Planning Board could forward its recommendation to the Town Board of Commissioners at its regular meeting scheduled for December 8, 2014.

If you are willing to set the date for the Public Hearing, a notice will be forwarded to the newspaper and additional rezoning signage will be placed at various points to identify the proposed zoning district.

Action Requested: Set a public hearing for November 24, 2014 to gather public comments on a Zoning District Change Application from Chatham Park Investors.