

MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: Lawrence Group Analysis and Recommendations Spreadsheet

DATE: March 10, 2014

Background: During the February 24, 2014 Board of Commissioners meeting, you requested that I prepare a spreadsheet that listed the recommendations that Craig Lewis described in the Lawrence Group analysis of the proposed Chatham Park Planned Development District Master Plan. You also requested that the spreadsheet include a proposed acceptance or rejection of each recommendation, timelines and responsibility for completing the recommendations.

Attached please find the spreadsheet in .pdf format. I have added corresponding chapters and page numbers for each of the Lawrence Group recommendations, in addition to the items mentioned above. It's probably more of a table at this point, but I will continue to refer to a spreadsheet because 1) we could add columns to it if we want to track future progress on each recommendation and 2) we have referred to it as a "spreadsheet."

Mayor Terry has suggested a process to review the spreadsheet:

- 1) The BOC could remove items from the list that they wish to discuss.
- 2) The BOC could Vote on the items of approval where there is a consensus.
- 3) The BOC could discuss the removed items and decide how to reshape them, if appropriate, and vote on each reshaped recommendation separately.

You should also decide how to gather a response from Preston Development/Chatham Park in order to determine how quickly the recommendations – if they are adopted – could be written into a revised or restated Master Plan. If you are unable to reach a decision on March 10, 2014 with the recommendations or the overall discussion, I recommend holding a special meeting.

Action Requested: Review the Spreadsheet, determine how to incorporate the recommendations and provide direction regarding the proposed Chatham Park Planned Development District Master Plan review.