

I. Introduction

This document represents an annual report describing the Planning Department's primary activities during the calendar year of 2013.

II. Departmental Organization

The major development for the Town and the Planning Department was the move from the Town Hall (635 East Street) to the former offices of Access Care of Central Carolina at 41 Fayetteville Street. The move was accomplished with the help of personnel from the Public Utilities Department. It was quite a challenge to move and organize years of materials and files into a new structure and remain open and of service to the public at the same time. Also relocated from Town Hall were the Parks Department and the Engineering Department.

Processes, procedures, and file categorization were implemented as necessary, especially developing efforts and working in cooperation with the newly established Town Engineering Department. As time permits, other areas will be updated and as processes are further developed and internalized, other items will be added and described.

III. Development Activities

Development activity picked up in 2013. Several residential subdivisions were approved for construction, the first ones in least seven years. A total of 60 lots were approved for development and construction of single family residences. Final approvals and construction are expected in 2014.

A major project that has been under development for some time was the construction of the Chatham County Justice Center, a multipurpose building designed to house county court and justice functions, located in the center of Town. This plan had been submitted and reviewed several years ago. A final site/construction plan was approved and authorized on April 19, 2011. Construction took place throughout 2012 and the building officially opened in January of 2013.

Site plans that were approved included a new Day Care facility, a Bojangles restaurant, and a Waffle House restaurant. The Bojangles property was also annexed into the Town.

Appropriate spreadsheets are attached at the end of this document which detail current development and/or planning activities.

IV. Code Enforcement

Code Enforcement is an all encompassing term that could potentially relate to a host of ills. It may apply to zoning enforcement but also may mean such things as property maintenance, property nuisances and other problems outside the regulation associated with residential and commercial zoning districts.

Zoning Violations - Zoning violations are those standards and regulations that are detailed in the zoning ordinance. Usually, the problems are associated with construction and/or the use of property. Examples may include;

- Utilization of a property with a use that is not permitted
- Illegal signage
- Work conducted without plan approval
- Work done in noncompliance of approved plans

The code violations in 2013 were primarily those of a nuisance variety, grass not being cut, litter, etc. Investigations were complaint based and were responded to. Attempts were made to address the situation in a timely manner.

V. Long Range Planning Activities

The primary long range planning activities were completed in previous years, as most of the focus in 2013 was on current activities. The past accomplishments include;

- Comprehensive Transportation Plan - The Pittsboro Comprehensive Transportation Plan (CTP) Highway Element was approved by the North Carolina Department of Transportation on November 3, 2011. Current information on the Town's transportation activities can best be accessed through the Triangle Area Rural Transportation Organization. www.tarpo.org
- Small Town Main Street – The Town of Pittsboro was accepted into the North Carolina Small Town Main Street Program, effective July 12, 2011. Work continued throughout the year. A primary focus was the budgetary inclusion of matching monies for downtown façade improvements, benches, and trash cans.
- Land Use Plan – A formal draft was presented to the Town Board of Commissioners on December 12, 2011. A Public Hearing was held on July 23, 2012. Final edits and

revisions were made and a final presentation, assisted by the Triangle J Council of Governments, was given to the Town Board on September 10, 2012. The Plan was formally adopted by the Town Board of Commissioners on October 22, 2012.

VI. Jordan Lake Programs

Jordan Lake Rules

The State of North Carolina enacted rules to implement the Jordan Lake Nutrient Management Strategy. The “rules” (15A NCAC 02B.0262-.0273) became effective August 11, 2009 and were later modified by session laws 2009-216 and 2009-484. This program has the potential to greatly impact the operations of the Planning Department.

Complete information on the rules can be found at www.jordanlake.org.

Of the seven strategies, three strategies require direct compliance by the Town of Pittsboro:

*Stormwater rule for existing development – In partnership with Chatham County, the Town of Pittsboro satisfied this requirement through submission of the Stage 1 Adaptive Management Program Proposal for Existing Development that was submitted to the State December, 2009.

* Riparian Buffer Rule – This rule requires that local governments establish a minimum 50-foot buffer around all surface waters present on applicable maps (i.e., USGS, soil survey, or other map approved by Geographic Information Coordinating Council and EMC). This rule is implemented through a local riparian buffer ordinance. The Riparian Buffer Ordinance, a separate stand alone document, was adopted by the Town on February 14, 2011.

*Stormwater rule for new development – By September 2011, local governments were required to develop stormwater programs that: (1) approve stormwater management plans for new development, (2) follow specific requirements of water supply watershed rules, (3) ensure maintenance of best management practices, and (4) ensure enforcement and compliance.

In order to comply with the stormwater rule for new development, the Town contracted with Jewell Engineering Consultants, PC, a stormwater management specialist, to develop a program and satisfy the State’s requirement. They prepared a New Development Stormwater Management Ordinance to comply with the Jordan Rules, and also looked at other functional requirements of the Stormwater Management Program, that will be necessary for the Town of Pittsboro.

As a result, Pittsboro's Jordan New Development Stormwater Program was approved by the Environmental Management Commission on September 13, 2012. With the assistance of the newly hired Town Engineer, the Program was formally adopted effective November 12, 2013. This will be a major undertaking for the Town.

Jordan Lake Partnership

The Town is participating in a regional effort to examine the potential joint use of Jordan Lake as a water supply source, with the goal being that the Town of Pittsboro would have a specified allocation permitted by the State. The Town signed an MOU in January of 2009 supporting a regional partnership for water supply planning. The Partners are committed to working collaboratively to enhance the sustainability and security of the region's water supply resources through conservation and efficiency, interconnection, and coordinated planning and development of the Jordan Lake water supply.

The Partnership provides a unified voice for its member jurisdictions, by organizing and working together, creating a better opportunity for success. There are also efficiencies in collaborating in this process which reduce costs including, common information and understanding, to save money/time – development and operations, and a regional/basin-wide effort to optimize water use.

The Partnership will coordinate information from Partnership members to be used in planning for an increase in the allocation of currently available water supply in Jordan Lake and in compiling common information from local governments, such as conservation measures, expected growth in services areas, anticipated demand and other factors that will affect the region's future water supply solutions.

The NC Division of Water Resources has repeatedly touted the Jordan Lake Partnership as the innovation for the latest round of Jordan Lake water supply storage allocations. The Partnership plays a key role in DWR's process.

The TRIANGLE Regional Water Supply Plan Volume I – Regional Needs Assessment, was completed in 2012 and can be found in PDF format at the Partnership's website; www.jordanlakepartnership.org.

The Town completed their Draft Allocation Application, which has been peer reviewed by the Partnership. The final application will be submitted in 2014.

VII. Summary

There were many challenges but a great deal has been accomplished in the past year. It is anticipated that the remainder of the year will also bring about new challenges and opportunities.