

BOARD OF ALDERMEN

ITEM NO.: B(5)

AGENDA ITEM ABSTRACT

MEETING DATE: JANUARY 13, 2004

TITLE: MID- NOVEMBER TO MID- DECEMBER ACTIVE PROJECTS REPORT

DEPARTMENT: PLANNING DEPARTMENT	PUBLIC HEARING: YES ____ No <u>X</u>
ATTACHMENTS: A. ACTIVE PROJECTS REPORT B. AFFORDABLE HOUSING & SIZE-LIMITED DWELLINGS REPORT C. NEW COMMERCIAL AREAS REPORT	FOR INFORMATION CONTACT: MARTY ROUPE, 918-7333

PURPOSE

The Zoning Division of the Town of Carrboro is responsible for preparing a monthly report outlining the construction activities of various projects of interest within the Town of Carrboro's jurisdiction. The report for the period of November 16, 2003 through December 15, 2003 is attached. Staff requests the Board of Aldermen review the report and, if any questions arise, please either contact the Development Review Administrator or bring your questions to the Board of Aldermen meeting. If the questions cannot be answered during the meeting, staff will research the issue and provide the answer either at a subsequent meeting or in a subsequent report.

INFORMATION

***Please note:** To reduce the number of items on the Board of Aldermen's formal agendas, Town Manager Steve Stewart has requested that the Zoning Division begin preparing the monthly project report as a memorandum rather than as an agenda item. The Zoning Division will still complete the report on a monthly basis and forward a copy to Board members by mail (typically in the agenda package sent on either the first or second Friday following the fifteenth of each month). Board members are still invited to bring development related questions to any Board meeting or to contact the Development Review Administrator directly with any question. Any inquiries that raise significant issues will be responded to through the Manager's Office back to the entire Board.

This change is effective beginning January 2004, which means the next monthly project report will come to the Board via memorandum later this month. If you have any questions or concerns, please feel free to contact Marty Roupe at 918-7333 or Steve Stewart at 918-7315.

ANALYSIS

(See Attached 'Current Development Projects Report')

RECOMMENDATION

The Administration recommends that the Board of Aldermen review and accept the report.