

ATTACHMENT A

A RESOLUTION ESTABLISHING A REVISED PROCEDURE FOR THE
VOLUNTARY SUBMITTAL OF CONDITIONAL USE PERMIT DEVELOPMENT
CONCEPT PLANS FOR REVIEW BY THE BOARD OF ALDERMEN
Resolution No. 181/2004-05

WHEREAS, the Carrboro Board of Aldermen desires to see quality development and redevelopment projects throughout the Town's planning jurisdiction; and

WHEREAS, it is in the interests of all citizens of Carrboro that development take place in a manner that positively contributes to the community both socially and economically; and

WHEREAS, potential Conditional Use Permit development projects may benefit from the Board of Aldermen providing general guidance in a nonbinding manner prior to substantial investment by private parties; and

WHEREAS, the Board of Aldermen adopted a resolution on February 1, 2005 that formally established a voluntary procedure under which individuals may meet with the Board of Aldermen, if they choose to do so, to discuss conceptual project plans prior to formally submitting a Conditional Use Permit Application; and

WHEREAS, since February 1, 2005, the Town Staff has encountered multiple situations wherein a potential applicant wishes to bring before the Board a matter which may be more appropriately considered within a public hearing forum;

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that a revised procedure is hereby adopted for Board review of potential Conditional Use Permit development projects prior to the formal submittal of Land Use Permit Applications. The revised procedure will be administered as follows:

- The Town Manager, in consultation with appropriate staff, will determine whether a courtesy review request is acceptable. A decision will be reached after considering the size and complexity of the potential project, the extent to which ambiguities may exist regarding existing policies or plans that relate to the potential project, and the arrangement of facilities or site elements, among other relevant factors.

COURTESY REVIEW OF POTENTIAL DEVELOPMENT PROJECTS PRIOR TO FORMAL SUBMITTAL OF LAND USE PERMIT APPLICATIONS

At its January 11, 2005 meeting, the Board of Aldermen requested that staff explore the establishment of a formal procedure for Board review of potential Conditional Use Permit development applications. Staff has explored the idea and devised a potential procedure for such reviews. The Board was asked to review the information and consider adopting a resolution, which would establish a formal procedure for Board review of potential Conditional Use Permit development projects prior to the formal submittal of Land Use Permit Applications.

Marty Roupe, the town's Zoning Administrator, made the presentation.

The following resolution was introduced by Alderman Jacquelyn Gist and duly seconded by Alderman Joal Hall Broun.

A RESOLUTION ACCEPTING THE REPORT ON COURTESY REVIEWS
OF DEVELOPMENT APPLICATIONS AND ESTABLISHING A PROCEDURE
FOR THE VOLUNTARY SUBMITTAL OF CONDITIONAL USE PERMIT
DEVELOPMENT CONCEPT PLANS FOR REVIEW BY
THE BOARD OF ALDERMEN
Resolution No. 94/2004-05

WHEREAS, the Carrboro Board of Aldermen desires to see quality development and redevelopment projects throughout the Town's planning jurisdiction; and

WHEREAS, it is in the interests of all citizens of Carrboro that development take place in a manner that positively contributes to the community both socially and economically; and

WHEREAS, potential Conditional Use Permit development projects may benefit from the Board of Aldermen providing general guidance in a nonbinding manner prior to substantial investment by private parties;

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that a voluntary procedure is hereby established, which allows individuals to meet with the Board of Aldermen, if they choose to do so, to discuss conceptual project plans prior to formally submitting a Conditional Use Permit Application. Any individuals who wish to take advantage of the opportunity to discuss a Conditional Use Permit conceptual plan with the Board of Aldermen shall contact the Town's Community & Economic Development Director to coordinate the submittal of information to share with the Board of Aldermen and to schedule a meeting date.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 1st day of February, 2005:

Ayes: Joal Hall Broun, Mark Chilton, Diana McDuffee, Jacquelyn Gist, John Herrera, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: None
