



Item Overview

Business Meeting – 04/05/2017
Agenda # 11

Subject: Discussion: Land Use Management Ordinance Re-Write.

Staff:

Mary Jane Nirdlinger, Assistant Town Manager
Ben Hitchings, Director of Planning and Development Services

Department:

Planning & Sustainability

Overview: In response to a request from the Town Council, the Town Manager initiated a process for conducting a major re-write of the Town's Land Use Management Ordinance. This memorandum is to set forth the resources required to accomplish this task and recommend funding and authorization for the Town Manager to proceed as outlined.



Recommendations

That the Council adopt a resolution authorizing the Town Manager to include the outlined first-year funding in the FY18 Recommended Budget, engage a consultant and employ the project manager.

The Town's Land Use Management Ordinance (LUMO) is more than 30 years old. The Town conducted the last major update more than a decade ago. The Town Council requested that the Town Manager initiate a process for conducting a major re-write of the LUMO to protect what the community loves, and add what it needs by:

- reflecting current community needs and desires,
- improving the clarity and timeliness of the plan review process, and
- facilitating the appropriate protection and development of land in the community.

To do this, Town staff has initiated a five-step process that includes the following:

- **Step 1: Identify Strategic Goals**, using a High Beam approach to assess the Town's future view and aspirations consistent with the presentation by the Town Manager at the Council's work session on March 8th, 2017;
- **Step 2: Finalize Project Structure and Resources**, including project scope, funding, consultant selection, staffing assistance, and public involvement plan;
- **Step 3: Update the Town's Future Land Use Map**, building on the Strategic Goals identified to engage the community in this effort;
- **Step 4: Draft a Revised Land Use Management Ordinance** that includes updated Districts and Uses, Development Standards, and Procedures;
- **Step 5: Revise the Town's Zoning Atlas** to reflect the updated land use categories as embodied in the Future Land Use Map;

Throughout the process, community stakeholders will have meaningful opportunities for input, the Advisory Boards will provide valued review, and the Town Council will provide review and make key decisions.

Discussion Point

- Are the steps outlined consistent with the Council’s interests?

Decision Point

- Consider the resolution authorizing the Town Manager to include the outlined first-year funding in the FY18 Recommended Budget, engage a consultant and employ the project manager.

Key Issues

- Schedule
- Resources

Fiscal Impact/Resources: The estimated cost of this initiative is \$830,000 spread over three years, with possible frontloading of these funds needed in order to enter into binding contracts for the work. To carry out this work, staff estimates that the Town will need an outside consultant to prepare the revised Future Land Use Map and ordinance language, and an in-house project manager for three years to oversee the project and manage the public involvement process for the initiative. The total cost of this work is an estimated \$500,000 for the consultant, \$300,000 for the in-house project manager over three years, and \$30,000 for public engagement software.

Council Goals:

<input checked="" type="checkbox"/>		Create a Place for Everyone	<input checked="" type="checkbox"/>		Develop Good Places, New Spaces
<input checked="" type="checkbox"/>		Support Community Prosperity	<input checked="" type="checkbox"/>		Nurture Our Community
<input checked="" type="checkbox"/>		Facilitate Getting Around	<input checked="" type="checkbox"/>		Grow Town and Gown Collaboration



Attachments:

- Draft Staff Presentation
- Resolution

Discussion Point

- What major steps should the Town include in the initiative?

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Decision Point

- Consider resolution authorizing Town Manager to include outlined first-year funding in FY18 Recommended Budget, and engage consultant and employ project manager

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Vision



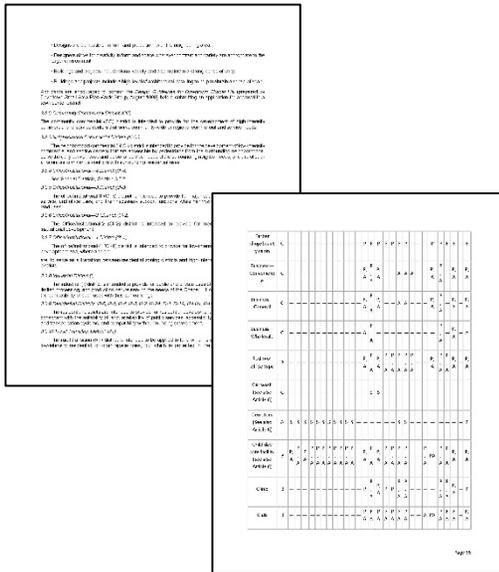
Development Code in which:

- Standards are clear
- Standards match expectations
- Review process is efficient
- Community stakeholders have meaningful opportunities for input
- Advisory Boards provide valued review
- Council makes key decisions

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Project Overview

- Land Use Management Ordinance is more than 30 years old
- Last major update was more than 10 years ago
- Time for a re-write



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Purpose



- Help community protect what it loves and add what it needs

Process

Five-Step Process

- **Step 1:** Identify Strategic Goals
- **Step 2:** Finalize Project Structure, Resources
- **Step 3:** Update Future Land Use Map
- **Step 4:** Draft Revised Land Use Mgt. Ordinance
- **Step 5:** Revise Zoning Atlas

Timeline

PROJECT	CY 2017				CY 2018				CY 2019				CY 2020			
	Q1	Q2	Q3	Q4												
Step 1: Identify Strategic Goals		→														
Step 2: Finalize Project Structure, Resources		←	→													
Step 3: Update Future Land Use Map			←	→		★										
Step 4: Draft Revised Land Use Mgt. Ord.						←	→			★						
Step 5: Revise Zoning Atlas											←	→			★	
Community Stakeholder Input			←	→		←	→			←	→			←	→	
Advisory Board Review			←	→		←	→			←	→			←	→	
Town Council Review and Decision			←	→		←	→			←	→			←	→	

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Resources

- **Consultant:** est. \$500k over 3 years
- **Project Manager:** est. \$300k over 3 years
- **Public Involvement Software:** est. \$30k

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Fiscal Impacts/Resources

- Est. \$830k
- Over three years
- Resources will enable staff to review LUMO revisions and still carry out other work and planned projects

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Recommendations: Staff

- Approve the resolution requesting the Town Manager to:
 - Include funding for the LUMO re-write project in the FY18 Recommended Budget (Spring 2017)
 - Engage consultant(s) (Spring 2017)
 - Employ project manager (Spring/Summer 2017)

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Discussion Point

- Does this approach meet the Council's interests?

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Decision Point

- Consider resolution authorizing Town Manager to include outlined first-year funding in FY18 Recommended Budget, engage consultant and employ project manager

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A RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO INITIATE THE RE-WRITE OF THE TOWN OF CHAPEL HILL'S LAND USE MANAGEMENT ORDINANCE AND INCLUDE FUNDING IN THE FY18 RECOMMENDED BUDGET (2017-04-05/R-9)

WHEREAS, the Town's Land Use Management Ordinance (LUMO) is more than 30 years old; and

WHEREAS, the last major update to the LUMO was conducted more than a decade ago; and

WHEREAS, the Town Council has requested that the Town Manager initiate a process for conducting a major re-write of the LUMO to protect what the community loves, and add what it needs; and

WHEREAS, such an update provides an opportunity for the Town to update its development standards to reflect current community needs and desires; and

WHEREAS, such an update provides an opportunity to improve the clarity and timeliness of the plan review process; and

WHEREAS, such an update provides an opportunity to facilitate the appropriate protection and development of land in the community.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorize the Town Manager to include funding for this initiative in the FY18 Recommended Budget.

BE IT FURTHER RESOLVED that Town Manager engage a consultant for the Future Land Use Map Update and LUMO re-write project.

BE IT FURTHER RESOLVED that Town Manager employ a project manager for the LUMO re-write project.

This the 5th day of April, 2017.