

ATTACHMENT 3

**DOWNTOWN SMALL AREA PLAN IMPLEMENTATION STATUS
SUMMARY TABLE**

STRATEGY	STATUS			
	Not Started	Progress	Almost Complete	Complete
1. REDEVELOPMENT AND PRESERVATION OPPORTUNITIES				
<i>1.1</i> Allow and encourage varying use and intensity patterns through zoning; require compliance with Downtown Small Area Plan	●			
<i>1.2</i> Establish entity for downtown recruitment		●		
<i>1.3</i> Encourage development of grocery store	●			
<i>1.4</i> Develop plan for regulating appearance	●			
<i>1.5</i> Conduct historic significance study		●		
<i>1.6</i> Create awareness programs on historic features		●		
<i>1.7</i> Place historic markers at sites	●			
<i>1.8</i> Conduct tours of historic places				*
<i>1.9</i> Work with UNC on unified approach to town/gown development		●		
<i>1.10</i> Create additional procedural standards for redevelopment in preservation areas	●			
2. DESIGN GUIDELINES				
<i>2.1</i> Adopt Design Guidelines that are specific to the Town Center				●
<i>2.2</i> Community Design Commission enforcement of Downtown Design Guidelines		●		
3. RECOMMENDATIONS FOR DEVELOPMENT REVIEW PROCESS				
<i>3.1</i> Shorten time frame for review and approval of downtown projects	●			

*Preservation Society has conducted tours in conjunction with Downtown Commission. Tours are not presently being conducted.

STRATEGY	STATUS			
	Not Started	Progress	Almost Complete	Complete
3.2 Shorten the development review period for special use permits in Town Center	●			
4. TOWN PARKING LOT NUMBER 5				
4.1 Consider issuing Request for Proposals to develop Parking Lot #5		●		
5. PHYSICAL MODEL				
5.1 Create physical model or computer model of downtown				●
6. STREETScape FUNDING				
6.1 Complete improvements proposed in Downtown Streetscape Master Plan within five years		●		
6.2 Consider locating overhead utility wires underground, expanding Streetscape Plan, permitting parking on Franklin in front of University Square		●		
7. PARKING				
7.1 Create information collection and monitoring system on downtown parking	●			
7.2 Evaluate annually the short-term use of public and private parking downtown by UNC employees and students	●			
7.3 Reexamine Town policies regarding off-street parking spaces and payment-in-lieu option		●		
7.4 Design new parking facilities to include active street-level uses		●		
8. REFUSE COLLECTION				
8.1 Size refuse and recycling pick-up equipment to service downtown's tight spaces	●			
8.2 Encourage development to be designed to allow ease of refuse pickup and screen refuse collection areas				●

STRATEGY	STATUS			
	Not Started	Progress	Almost Complete	Complete
8.3 Identify possible sites for joint pick-up and compacting		●		
8.4 Expand service alley system, including the use of service easement.		●		
8.5 Develop plan for management of delivery trucks	●			
8.6 Provide sufficient and appropriately designed containers for refuse disposal			●	

DOWNTOWN SMALL AREA PLAN – STRATEGIES AND STATUS

<p>1. REDEVELOPMENT AND PRESERVATION OPPORTUNITIES Redevelopment and preservation of properties should be done in accordance with this Downtown Plan, and should work to retain the intimacy of the downtown environment. Possible implementation strategies include:</p>					
<p><i>1.1</i> Develop new zoning categories to allow and encourage varying use and intensity patterns in the downtown area, as shown on the Concept Map, and require compliance with the Downtown Small Area Plan.</p>	<table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 2px;">Not Started</td> <td style="width: 25%; padding: 2px;">Progress</td> <td style="width: 25%; padding: 2px;">Almost Complete</td> <td style="width: 25%; padding: 2px;">Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> • The adopted Land Use Management Ordinance includes Town Center Residential Floor Area Bonus for projects in the Town Center. The incentive excludes from floor area calculations 5 to 15% of floor reserved for residential uses on new or expanded lots. • Compliance with Downtown Small Area Plan considered in special use permit review for projects of a certain size. 	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p><i>1.2</i> Create an entity (or vest responsibility in an existing organization) to recruit appropriate development that meets Town policies before development opportunities are lost to locations outside of downtown.</p>	<table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 2px;">Not Started</td> <td style="width: 25%; padding: 2px;">Progress</td> <td style="width: 25%; padding: 2px;">Almost Complete</td> <td style="width: 25%; padding: 2px;">Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> • On October 8, 2003 the Council received recommendations from the Mayor's Downtown Taskforce, including the establishment of a Downtown Development Corporation headed by an executive director. The Council established a steering committee to develop a plan to implement the taskforce recommendations; committee members include the mayor, Town Manager, and representatives from UNC and the private sector. • Downtown Commission's executive director position was cut in 2003. • A consultant completed a downtown retail study for the Downtown Commission. <p>What's Left to Do:</p> <ul style="list-style-type: none"> • The steering committee is to make recommendations to the Council by April 1, 2004. 	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		

<p>1.3 Encourage development of a grocery store downtown.</p>	<table border="1" data-bbox="829 222 1393 296"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> • Concept discussed as part of February-March 2002 Downtown Design Workshop, with Parking Lot Number 5 identified as potential site. • Harris-Teeter contacted in past to determine interest in locating a Harris-Teeter Express downtown. 	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>1.4 Develop a plan for regulating appearance downtown.</p>	<table border="1" data-bbox="829 669 1393 743"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> • No action taken to address appearance of existing development or new projects which are not subject to special use permit review. 	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>1.5 Conduct a historic significance study of downtown buildings.</p>	<table border="1" data-bbox="829 1005 1393 1079"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <ul style="list-style-type: none"> • The Preservation Society is funding an inventory of properties in the Historic Districts; study area includes a few Town Center properties, including commercial buildings on Henderson Street and University Baptist Church. 	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>1.6 Create awareness programs advertising Chapel Hill's historic features.</p>	<table border="1" data-bbox="829 1377 1393 1451"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: Town installed historic district signs and street signs in the Historic Districts. Most of the Town Center is not included in the Historic District (a portion is in the Franklin-Rosemary district)</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>1.7 Place historic markers at key sites.</p>	<table border="1" data-bbox="829 1713 1393 1787"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		

<p>1.8 Conduct tours of historic places.</p>	<p>Actions to Date: The Preservation Society has conducted these types of tours. Downtown has been included as part of the Historical Chapel Hill Bus Tour. The tours have been a joint program of the Preservation Society and the Downtown Commission, but are not being conducted at present.</p>				
<p>1.9 Work with UNC to develop a unified approach to town/gown development.</p>	<table border="1" data-bbox="831 541 1393 611"> <tr> <td data-bbox="831 541 971 611">Not Started</td> <td data-bbox="971 541 1110 611">Progress</td> <td data-bbox="1110 541 1250 611">Almost Complete</td> <td data-bbox="1250 541 1393 611">Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> • The University has representatives on a new steering committee (created by the Council on October 8, 2003) meeting on the creation of a Downtown Development Corporation. • Chancellor James Moeser in fall 2003 indicated in a letter to the Mayor that UNC is willing to work with the Town on downtown projects, including offering the expertise of the business school and School of Government, and assessing University-owned property downtown. • Town communicating with UNC on proposed Arts Common project on Columbia-Franklin Streets. • No further action anticipated on Town-UNC employer-employee housing project. <p>What's Left to Do: Continue discussions with UNC on issues such as the Downtown Development Corporation, UNC-owned downtown properties and the Arts Common project on issues such as traffic flow, parking and solid waste pickup.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>1.10 Consider regulatory changes that increase procedural requirements for redevelopment in preservation areas.</p>	<table border="1" data-bbox="831 1612 1393 1682"> <tr> <td data-bbox="831 1612 971 1682">Not Started</td> <td data-bbox="971 1612 1110 1682">Progress</td> <td data-bbox="1110 1612 1250 1682">Almost Complete</td> <td data-bbox="1250 1612 1393 1682">Complete</td> </tr> </table>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		

2. DESIGN GUIDELINES					
<p>2.1 The Plan recommends that the Town Council adopt Design Guidelines that are specific to the Town Center. This document could be required as part of the Town’s development review process.</p>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td style="border: 2px solid black;">Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> Adoption of Downtown Design Guidelines in March 2000 as part of the adoption of the Downtown Small Area Plan. The Town’s development review process does not require that projects adhere to the guidelines. In cases where a project requires a special use permit, conformance with the guidelines may be considered (as was the case with the Franklin Hotel). 	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>2.2 The Town should also create a mechanism to allow the Community Design Commission to use the Downtown Design Guidelines to review building plans and elevations for changes to the facades of buildings and new construction downtown in selected circumstances.</p>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>Not Started</td> <td style="border: 2px solid black;">Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: The Community Design Commission reviews projects of a certain size in the Town Center (generally proposed buildings containing at least 20,000 of floor area) which require a special use permit. Conformance with the Downtown Small Area Plan / Design Guidelines can be taken into consideration as part of the CDC’s review; adherence to the guidelines, however, is not required.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
3. RECOMMENDATIONS FOR DEVELOPMENT REVIEW PROCESS					
<p>Change the Town’s regulatory environment so that it is easier to develop within the downtown area than in the outskirts of Town. Possible changes could include:</p>					
<p>3.1 Develop a new regulatory review process, which shortens the time frame for review and approval of downtown projects by eliminating Special Use Permit requirements, or by increasing the Special Use threshold for floor area.</p>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="border: 2px solid black;">Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: This measure was considered, but not included in the adopted Land Use Management Ordinance.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>3.2 Shorten the development review period for special use permits in the Town Center district.</p>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="border: 2px solid black;">Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: This measure was considered, but not included in the adopted Land Use Management Ordinance.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		

4. TOWN PARKING LOT NUMBER 5

4.1 The Town should consider development ideas for the Town owned parking lot known as “Lot #5,” perhaps by issuing a Request for Proposals.

Not Started	Progress	Almost Complete	Complete
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Actions to Date:

- The Town has contracted with Stainback Public/Private Real Estate (SPPRE) to manage the developer solicitation process, which would begin this fall according to the project schedule. A public meeting on November 20, 2003 kicked off the Downtown Economic Development Initiative project.
- SPPRE has subcontracted with Economics Research Associates to develop a market demand study on the feasibility of potential uses at Parking Lots 2 and 5.
- The Council Committee on Lots 2 and 5 will continue to meet throughout the process.
- Downtown Design Workshop in February and March 2002 generated development concepts for Lot 5.

What’s Left to Do:

- ERA’s deadline for completing the Market Demand Study is February 6, 2004; a public forum is to be held on the results at a later date.
- Pending Council approval, the next step would be the development of master concept plans for the two sites, with work scheduled to begin in March 2004.
- The project schedule anticipates work on the developer solicitation process to begin in July 2004.

5. PHYSICAL MODEL

5.1 A physical scale model or computer-aided visualization of the downtown area (or key blocks of downtown) would be a useful tool for examining downtown issues, opportunities, problems and possibilities.

Not Started	Progress	Almost Complete	Complete
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Actions to Date: Town contracted with Designvis of Lafayette, La., in December 2001 to complete computer model of downtown. Project completed in June 2002.

6. STREETScape FUNDING

6.1 Bond funds already dedicated to Streetscape improvements downtown should be used expeditiously. The sale of dedicated light posts, benches, or bricks could generate additional money. Proceeds from the sale of these memorials could be dedicated to the Streetscape program. The plan recommends that the improvements proposed in the Downtown Streetscape Master Plan be completed within five (5) years.

Not Started	Progress	Almost Complete	Complete
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Actions to Date:

- Approximately 45% of the sidewalk reconstruction work along Franklin Street sections of the Streetscape project area has been completed.
- In 2003, the Town completed sidewalk reconstruction of the final section of the 100 block of East Franklin Street and paid Duke Power Company \$218,000 to install new decorative light fixtures in the 100 blocks of East Franklin Street and North Columbia Street.
- In October 2003, the Council approved the expenditure of \$125,000 to supplement the North Carolina Department of Transportation’s proposed signal system improvements at three downtown intersections to permit installation of mast arm signals at these locations. This work is anticipated to be done in 2004.
- In November 2003, Town residents approved a \$2,000,000 bond to fund future Streetscape improvements. These funds will allow the Town to expedite these improvements.

What’s Left to Do:

- This winter the Town staff will provide the Council with options for use of the approximately \$100,000 still available from the 1996 Streetscape bond funds.
- A plan for use of the future bond funds will also be developed for consideration by the Council prior to the availability of these funds

<p>6.2 Other ideas for streetscape improvements include:</p> <ul style="list-style-type: none"> • Locate all overhead utility wires underground; • Expand the Downtown Streetscape Master Plan to include the side streets connected to Franklin Street; and • Permit on-street parking for the full length of Franklin Street in front of University Square. 	<p>Actions to Date:</p> <ul style="list-style-type: none"> • The streetscape projects include the installation of underground conduit for lines feeding new streetlights; lines for traffic signals will be buried as they are changed out. Burying power lines may require additional funding. • Town staff is currently studying the feasibility of adding on-street parking in front of University Square and/or widening the tree lawn area at this location as originally proposed in the Downtown Streetscape Master Plan. 				
<p>7. PARKING</p> <p>Parking is key to the form and function of the downtown area. The objective is to “Provide adequate (but not excessive), and convenient off street short-term parking in either public or private facilities to serve the needs of businesses, residents, and visitors.” We recommend that the Council authorize additional study of downtown parking strategies, to include the following:</p>					
<p>7.1 Create an information collection and monitoring system that will reflect the current parking supply, location, ownership, and use and which will permit the examination of parking supply and use block by block.</p>	<table border="1"> <tr> <td style="border: 2px solid black;">Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>7.2 Provide annual reports that evaluate the use of public and private parking lots and structures as short term parking locations for UNC bound students, employees, and visitors.</p>	<table border="1"> <tr> <td style="border: 2px solid black;">Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>7.3 Reexamine the policies of the Town as they are embodied in the Comprehensive Plan, the Development Ordinance, and the Town code, as they pertain to the provision of off-street parking spaces and the dollar value of the payment-in-lieu option available to new development.</p>	<table border="1"> <tr> <td>Not Started</td> <td style="border: 2px solid black;">Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> • The Town has hired a consultant to complete a parking study and recommend changes off-street parking standards. The payment-in-lieu option will not be considered in the study. • On January 21, 2004 the Council is to consider a proposal to eliminate the requirement that parking lots in the Town Center have at least 20 spaces. <p>What’s Left to Do: The parking study should be completed in the first quarter of 2004.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		

<p>7.4 Architecturally integrate any new parking facilities in a fashion that enhances street level activity by creating opportunities for business use of significant portions of the street level space.</p>	<table border="1" data-bbox="831 243 1390 317"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date:</p> <ul style="list-style-type: none"> • Design concepts generated at the 2002 Downtown Chapel Hill Design Workshop included parking decks for Lots 2 and 5 which screened the parking structure from the street and included street-level retail, residential uses and public space. • Proposed Arts Common deck to be built by UNC on Columbia Street would be located underneath new public space. <p>What's Left to Do: Potential public/private development project at Lots 2 and 5 (the Downtown Economic Development Initiative) could promote this principle.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>8. REFUSE COLLECTION Improvements to the downtown refuse collection system is another area that needs additional study. We recommend consideration of the following strategies:</p>					
<p>8.1 Size refuse and recycling pick-up equipment appropriate to service narrow alleys and other limitations.</p>	<table border="1" data-bbox="831 1092 1390 1165"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: Town is able to collect refuse in areas throughout downtown using existing equipment. The Town has not moved to resize equipment. <i>See items 8.3 and 8.4 for strategies the Town is using to make Downtown refuse collection more efficient.</i></p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>8.2 Encourage the design of buildings for ease of refuse collection, and screen collection points from public view.</p>	<table border="1" data-bbox="831 1463 1390 1537"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: For new and proposed projects, refuse collection sites have been screened from view (such as at the Rosemary Village project) as required through the development review process.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		

<p>8.3 Identify possible sites for joint pick-up and compacting.</p>	<table border="1" data-bbox="833 218 1390 289"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: The entire 100 block of East Franklin Street is serviced by compactors. Compactors on West Franklin are at Michael Jordan’s Restaurant and at Carolina Brewery, both used by several businesses.</p> <p>What’s Left to Do: Continue to seek sites and cooperative agreements for additional compactors.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>8.4 Expand the service alley system in Downtown, including the use of service easements.</p>	<table border="1" data-bbox="833 678 1390 749"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: Joint access easements have been required of several recently approved projects, including Rosemary Village and new parking lots at Mama Dips and the First Baptist Church. These easements can eventually serve for service access as contiguous properties are redeveloped.</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>8.5 Develop a plan for management of delivery trucks in the downtown area.</p>	<table border="1" data-bbox="833 1077 1390 1148"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		
<p>8.6 Provide containers for refuse disposal that are adequate in size, number, and with design appropriate to downtown streetscape.</p>	<table border="1" data-bbox="833 1245 1390 1316"> <tr> <td>Not Started</td> <td>Progress</td> <td>Almost Complete</td> <td>Complete</td> </tr> </table> <p>Actions to Date: The Town has replaced the old concrete containers with new receptacles of an updated design</p> <p>What’s Left to Do: Areas where streetscape improvements have yet to occur need to be addressed</p>	Not Started	Progress	Almost Complete	Complete
Not Started	Progress	Almost Complete	Complete		