



Chatham County Pre-application Meetings

Pre-application meetings offer prospective/existing business owners or someone considering a major subdivision an opportunity to meet informally with permitting staff. Meetings are not required, but are offered in an effort to make the permitting process as seamless as possible and provide feedback on preliminary proposals prior to document submittal. Staff is available to discuss site plans, rezoning, conditional use permit applications, major subdivisions, etc. **You may want to bring maps, sketches and any other information that will help staff understand your project.**

Meeting times: Wednesday afternoons, excluding holidays, at 1:00, 2:00, or 3:00 pm (**the deadline to schedule a pre-app meeting is Friday of the previous week.**)

Location: Dunlap Building, 80 East St. in Pittsboro

Scheduling: Contact Janie Phelps at Janie.phelps@chathamnc.org or call 919-542-8221

Below is a list of permitting process staff who may attend the pre-application meeting:

<p>Jason Sullivan, Planning Dept Planning Director 919 542-8233 jason.sullivan@chathamnc.org</p>	<p>Lynn Richardson, Planning Dept Subdivision Administrator 919 542-8207 lynn.richardson@chathamnc.org</p>	<p>Angela Birchett, Planning Dept Zoning Administrator 919 542-8285 angela.birchett@chathamnc.org</p>
<p>Anne Lowry, Env Health Director 919 545-8310 anne.lowry@chathamnc.org</p> <p>Kim Warren, EH Supvr, 545-8319 kim.warren@chathamnc.org</p>	<p>Lisa Morgan, Env Health Food Establishments lisa.morgan@chathamnc.org, 545-8309, childcare, school, institutions</p>	<p>Larry Bridges, Public Utilities Utilities Director 919 542-8270 Larry.bridges@chathamnc.org</p>
<p>Brian Burkhardt Environmental Quality Director brian.burkhardt@chathamnc.org</p>	<p>Rachael Thorn, Supervisor, Land & Water Resources 919 545-8343 rachael.thorn@chathamnc.org</p>	<p>Drew Blake, EQ, Riparian Buffers Environmental Inspector 919 545-8394 Drew.blake@chathamnc.org</p> <p>Jeff McDermott, EQ Lead Erosion Control Officer 919-542-2868 Jeff.mcdermott@chathamnc.org</p>
<p>Rebecca McIver Central Permitting Supervisor 919 545-8474 rebecca.mciver@chathamnc.org</p>	<p>Thomas Bender Fire Marshal 919 542-8259 thomas.bender@chathamnc.org</p>	<p>David Brooks Building Inspection's Director, 919.545.8351 David.brooks@chathamnc.org</p> <p>Eric Smith, Building Inspection's 919-545-8339 Eric.smith@chathamnc.org</p>

Non-regulatory county staff also participates in pre-app meetings.

Jamie Vaughn, EDC V-President Jamie.vaughn@chathamedc.com 919-542-8277	Neha Shah Director of Travel and Tourism 919 542-8296 neha@visitpittsboro.com	Pam King Tax Office 919 545-8475 Pamela.king@chathamnc.org
Jon Spoon, CCCC Small Business Center 919-542-6495 jspoon@cccc.edu		