

- **Introduction to the revised design guidelines - Dan**

- Why we need them. Historical problems with the status quo.
- Guiding principles for the revised guidelines:
 - Short. Some are 70+ pages long, and/or are a very confusing read.
 - Easy for developers to understand and execute. Some UDO's have complicated points systems or requirements with burdensome calculations for the developer.
 - Concise, clear wording.
 - Organized in a logical way that makes it easy to find topics of interest.
- Process for writing the revised guidelines:
 - Asked the question: What can the CCAC do to assist in reaching the goals of the Comprehensive Plan? (*note: the answers became the "Rationale"*)
 - Reviewed other UDO's to find out what is doable based on existing precedent.
 - Put together revised guidelines that keep what is already in the current guidelines and doesn't contradict the current zoning ordinance so that a full swap out would be an option.
 - Bring a working draft before the CCAC for review and comment.
 - We aren't done. More needs to be included.
- Summary of December 8th BOC meeting with UDO consultants:
Link to the video of the meeting:
http://chathamnc.granicus.com/MediaPlayer.php?view_id=2&clip_id=412
Note: at the 30-min mark, Karen Howard asks how about their appointed committees/ commissions/boards will inform the UDO, and requested that input from these groups be weighed high. At the 43-min mark, the commissioners each give their top 3+ goals for inclusion in the UDO.

- **Review revised guidelines by section - Erin**

- What has changed from the existing guidelines. What hasn't changed.
- What contradicts the current zoning ordinance.
- Where the ideas in each section came from and variants in other UDO's

- **Next steps - Dan**

- Work that still needs to be done:
 - Building design
 - Ideas for incentives throughout
 - Plant lists and/or links - (note: Tyson Smith said lists)
 - Protected Tree classifications
 - Landscaping around buildings
 - Buffer Sizes and Screen Types - Dan & Erin
 - Site Design - Erin
 - Stormwater techniques - Erin
 - CCAC submittal drawings - Dan
- Decision Points:
 1. CCAC vote on an interim solution until the UDO is adopted:
 1. Do nothing and hope little development happens over the next 2-3 years
 2. Replace selected parts of the existing design guidelines
 3. Full swap of the old guidelines with the new guidelines (will also need to decide whether to wait until we can include everything that doesn't contradict current ZO, or not)

2. CCAC vote of whether we think Design Standards should be a separate document that the UDO points to or integrated within the UDO? (note: Tyson Smith said separate)