

CURRENT PLANNING DIVISION 2018 YEAR IN REVIEW

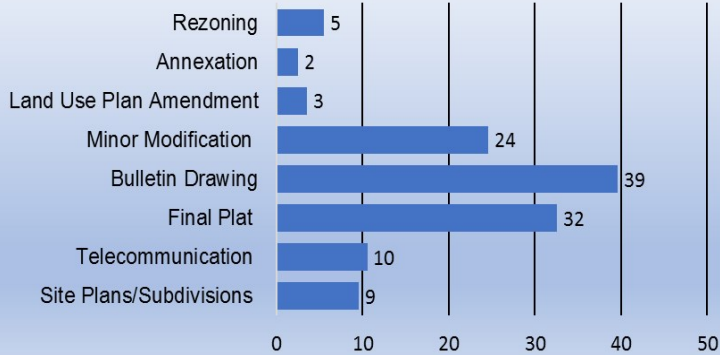


DEVELOPMENT REVIEW

APPLICATIONS & REVIEWS

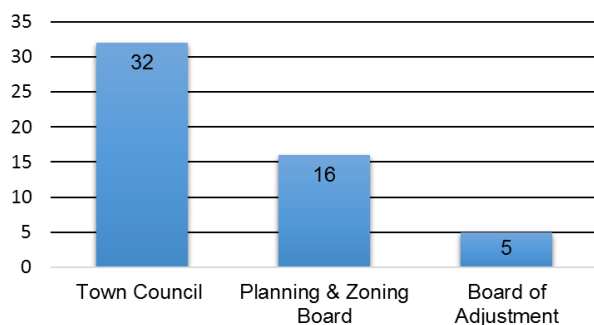
In 2018, the Town received a total of 124 new development applications, including nine site plan or subdivision applications and five rezoning requests. The submitted applications resulted in a total of 297 reviews. This number does not include the 95 sign permits and 42 food truck permits reviewed by the Code Enforcement Officer, or the 213 preliminary plot plans and 109 final surveys reviewed by Current Planning as part of the building permit process. Of the final surveys submitted, 72 were for new townhomes, 22 were for new detached single-family homes and 16 were for improvements to existing homes.

New Development Applications by Type - 2018



The division also presented several meeting items in 2018, and reviewed 191 commercial building permit applications, conducted numerous inspections, issued 40 zoning compliance letters, processed one special use permit and one Alternative Equivalent Compliance (AEC) application.

Items Prepared and Presented by Current Planning Staff - 2018



APPROVED DEVELOPMENT

Residential Development: Once constructed, the residential developments approved in 2018 are anticipated to result in a total of 158 new detached single family homes, 49 new townhomes and 318 new multi-family dwelling units. The table below identifies all new residential developments approved in 2018.

| 2018 Approved Residential Developments | |
|--|------------|
| Single-Family Detached | Units |
| Villas at Sunset | 33 |
| Wilson Place (Revised Plan) | 86 |
| Mason Farms Estates | 39 |
| Single-Family Attached | |
| Hampton Place Townes | 49 |
| Multi-Family | |
| Residences at Shiloh Crossing | 318 |
| Total Units | 525 |

Nonresidential Development: The new non-residential developments approved in 2018 are anticipated to result in a total of 398,189 square feet of new building space.

| 2018 Approved Non-Residential Building Space | |
|--|----------------|
| Non-Residential Developments | Square Feet |
| 6001 McCrimmon Parkway Office Building | 22,650 |
| Shiloh Animal Hospital | 7,470 |
| Waterwalk Hotel | 122,606 |
| Waste Transfer Facility | 20,596 |
| Morrisville Aquatics Center Addition | 14,776 |
| Town Place Suites by Marriott | 60,602 |
| 2200 Perimeter Park | 99,300 |
| BAPs Addition | 40,431 |
| Morrisville Community Library | 9,758 |
| Total Square Feet | 398,189 |

CURRENT PLANNING DIVISION

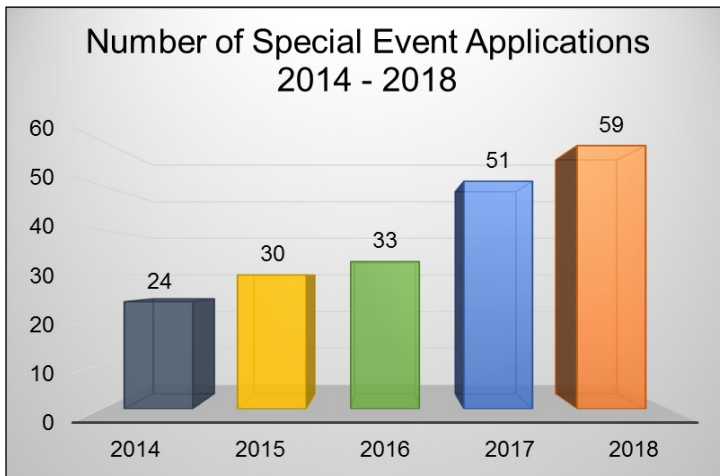
2018 YEAR IN REVIEW



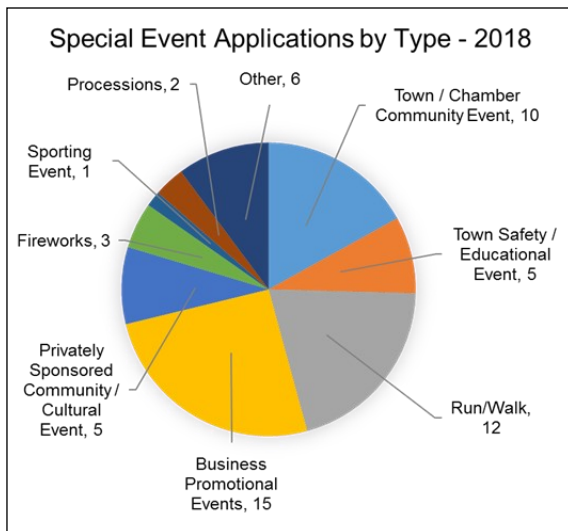
SPECIAL EVENTS

SPECIAL EVENT STATISTICS

The number of special event applications submitted to the Town has increased each year over the last five years from 24 applications in 2014 to 59 applications in 2018. Of the applications submitted in 2018, 57 events were held and two were cancelled due to weather. Each event was reviewed by the Planning, Parks, Recreation and Cultural Resources, Fire, Police and Public Works Departments to ensure that all permit requirements were met and that adequate Town resources were available to support the event.



There were various types of special events held in Morrisville in 2018—from small promotional business events to larger events like the International Cricket Tournament and the March of Dimes organized run with an estimated 6500 in attendance. Approximately 23% of the special events held in 2018 were Town sponsored.



APPLICANT COST

Depending upon the activities of an event, supplemental Town permits from Fire, Police, and Inspections are sometimes needed. Permits from other agencies may also be required for food sales, drone use, use of state roads and alcohol.

Of the 59 applications received in 2018, the average applicant cost for all Town permits and services (including extra-duty officers and facility rental) for Tier I events (runs/walks and events with 400 people or more) ranged from \$100-\$1,400 with an average cost of \$722—this average excludes the Triangle Wine Experience, RTP Bathukamma Panduga, and Cricket Tournament events, which all had atypical costs that exceeded \$2400. The average cost for Tier II events (less than 400 people) was \$206 and ranged from \$25-\$650—this average excludes the Park West Winter Wonderland event with an atypical cost of \$1145. These costs do not include any additional fees from other jurisdictions for outside permits and reviews.

SPECIAL EVENT TASK FORCE

In 2018, a multi-departmental special event task force led by the Planning Department met eight times to evaluate and provide input into changes to the special event permit process. Some of the changes implemented in 2018 as a result of the task force's work include the following:

- Completed surrounding community survey to inform task force discussions
- Established Interdepartmental "Special Event Planning and Coordination Committee"
- Created new event follow-up form to assist in reviewing and planning for recurring events and to better track applicant and Town costs
- Updated review and approval letter templates
- Liability waiver drafted by Town Attorney for events on Town property

Other changes continue to be in the works including the completion of a new application packet that is expected to be rolling out in early 2019 and which will include:

- An updated application form, consolidated fee schedule, updated submittal checklists and updated contact lists
- General information about the supplemental permits and code requirements that may apply with all supplemental permit application forms attached
- Greenway maps with three predefined options for 5K events to encourage their use for runs and walks
- Revisions to the Tier I and Tier II definitions and changes to submittal deadlines

CURRENT PLANNING DIVISION

2018 YEAR IN REVIEW



PROJECTS & INITIATIVES

PROJECTS & INITIATIVES

PROCESS IMPROVEMENTS:

- Using feedback received from the Triangle Community Coalition, staff established set, weekly meeting times to allow applicants the opportunity to get together with reviewers directly to discuss first review comments.
- Special Event Task Force established to evaluate and make changes to the special event permit process.
- Working with a consultant, staff began updating the recommended plant list in the Administrative Manual.
- As part of the Energov implementation team, staff is evaluating development review processes in order to convert from a paper to electronic plan review.
- Began taking minutes at all pre-submittal meetings.
- Updated the contact information, comprehensive plan links, submittals checklists and schedules in the Administrative Manual and continues to work on other changes.
- Began developing *Utility Undergrounding Master Plan Policy* with Duke Energy.

COMMUNITY OUTREACH:

- In May, Current Planning hosted the first of what is planned to be an annual forum with the development community to share information about process and code updates and solicit ideas for improvement.
- As part of the implementation of the Active Kids Strategic Plan rocks were painted by children at SpringFest and hidden across Town. To learn more go to #MorrisvilleRocks. A total of 274 surveys were also completed by children that identify recreational amenities of interest to kids.

- A new development listserv was created to allow better communication with the development community.

CODE AMENDMENTS:

- Staff is working with a consultant on a comprehensive update to the Sign Ordinance.
- Amendments were made to the Main Street and AEC sections of the Unified Development Ordinance (UDO) in relation to the Morrisville Community Library project.
- Amendments were made to the utility undergrounding provisions in the UDO.

BOARD EDUCATION

- New handbooks were created for the PZB and BOA.
- Two BOA trainings were conducted including one on quasi-judicial decisions and variance standards and another on meeting procedures and protocols.
- New member orientations were conducted for two new BOA members.

STRATEGIC PLAN:

- Planner II, Kari Grace, is serving as co-chair of a Strategic Planning Committee looking to “Mitigate the impact of development on the natural environment”.
- Select staff have worked to develop a Departmental Plan to better align the daily workload with Strategic Plan goals.

NEW STAFF

With the support of Town Council and Management, two new staff members were added to the Current Planning division in 2018!



Natalie Nye started in July as a Planner II. Natalie earned a BA in Planning from the University of Illinois and previously spent five years as the Planning & Zoning Coordinator for the Town of Barrington, IL.



Chris Lawson started in September as a Planner II. He earned a MA in Geography from East Carolina University and previously worked as a Planner I for Pitt County, NC.