
M E M O R A N D U M

TO: Durham Planning Board
FROM: Rick Taintor, Consulting Planner for the Mill Plaza Redevelopment Project *RT.*
DATE: May 3, 2018
RE: Mill Plaza Redevelopment – Application and Review Process

I have requested to appear before the Planning Board at its May 9 meeting in order to introduce myself to the Board and to discuss the procedure for accepting and considering the applications of Colonial Durham Associates relating to the proposed redevelopment of Mill Plaza.

As you know, design review of the proposed project was concluded on June 14, 2017, and therefore the deadline for Colonial Durham Associates to submit its formal applications is June 14, 2018. In order to meet this deadline, Colonial Durham Associates intends to submit its applications on or before May 23, for acceptance at the June 13 Planning Board meeting.

As has been the practice on other applications, the Planning Board has the option of accepting a site plan as complete subject to the subsequent submittal of additional studies and reports. For a project of the size and complexity of the Mill Plaza redevelopment, it makes sense that the Board would follow this practice, as it is likely that aspects of the proposal will be refined or modified based on the Board's review.

The applicant intends to include the following items in the initial submittal on or before May 23:

- Application forms and checklists for conditional use permit and site plan review
- Complete site plans
- Architectural renderings
- Energy checklist

Additional studies and reports that will be submitted after May 23 but before the June 13 Planning Board meeting include:

- Stormwater management plan

Additional studies and reports that will be submitted after the Planning Board's acceptance of the applications include:

- Traffic impact study
- State Alteration of Terrain (AoT) permit application

I have requested a more detailed listing of items that the applicant intends to submit at each stage and will provide it at the Planning Board meeting if available.

Finally, please note that the Site Plan Regulations provide that "the Planning Board may require the applicant to pay for a run on the Durham Traffic Model to determine likely impacts." The applicant is aware of this provision and is coordinating with the Town and RSG, the engineering firm that maintains the traffic model.