

Introduction

Purpose

In the Town of Carrboro, policies, standards and regulations governing land use and development are designed to help ensure the health, safety and welfare of its citizens, while protecting the rights and privileges of property owners. The development review process is the town's administrative system to efficiently and consistently enforce these policies, standards and regulations.

Development review is comprised of separate processes required in order to develop raw land, to build a new structure, to alter existing structures and/or to occupy a building. The number of processes that will be required for your particular project depends on the specific features of your property and your plans for the premises.

This guide provides answers to fundamental questions you might have, as well as an overview of the entire development process, and identifies what types of development require a particular type of review. In addition, the guide presents a chronological chart showing what, if any, process must be

completed before you can proceed to the next and providing a general outline of the steps needed, from beginning to end.

Remember that the guide is meant to provide a generalized overview of the development review process. The document that actually governs/dictates development is the Town Code. More specifically, the Land Use Ordinance, which is Chapter 15 of the Town Code. The Land Use Ordinance can be purchased in the Planning Department, while the Town Code can be purchased from the Town Clerk.

Please remember:

- All processing times given are approximate.
- This guide is not intended to provide every technical detail.
- Always check with the appropriate department/agency/commission before you begin any work.
- Fees are subject to change. Therefore, you will find only the appropriate source to determine charges rather than specific amounts.