

## CARRBORO TOWN-OWNED LAND USE FOR AFFORDABLE HOUSING STRATEGY:

### STEP ONE – PRELIMINARY SITE ASSESSMENT

On February 22, 2022, the Town Council adopted a Town-owned Land Use for Affordable Housing Strategy. The Town will engage outside expertise to conduct pre-development assessments of identified properties.

The pre-development phase happens *prior* to community engagement, design work, and the issuance of a Request for Qualifications (RFQ) for developers, as the results and information gathered during this phase will need to be included in future steps of the process.

#### **PRE-DEVELOPMENT: SITE ASSESSMENT**

The Pre-development process begins with the Town gathering adequate information to determine if housing development on the Town-owned sites is feasible. This assessment uses the collective expertise of both town staff and consultants/engineers to determine the suitability of potential affordable housing development.

**Preliminary evaluation of the site:** A preliminary evaluation of the site's physical characteristics and a review of local, state, and federal regulatory requirements will identify issues that may affect the development concept. These issues include but are not limited to topography, zoning, wetlands, stormwater, and wastewater. Zoning review and allowable use assessments will be completed by the Town's Planning, Zoning, and Inspections Department. It is important to include this information about the site in an RFQ because it will inform potential developers of relevant constraints. Tasks needed to evaluate the site will be completed by consultants or engineers, as described below.

A **preliminary site assessment** may include:

1. Site boundaries
2. Topography
3. Identification of abutting properties and current uses
4. Identification of anything that would indicate environmental issues
5. Access points to the site
6. Site utilities and/or existing utilities in abutting streets
7. Current zoning
8. Buildable area based on wetlands/setback requirements
9. Title search

## 10. Appraisal

### ENGINEERING TASKS:

A comprehensive inspection of the property, including location of:

- trees
- other vegetation
- unusual or unnatural soil or ground conditions
- underground pipes
- soil and land discoloration

A historical assessment of the property, using information from:

- recorder of deeds
- title companies
- realtors
- local court records
- water regulatory agencies
- environmental protection agencies

Answers to questions that affect site plan:

- Are there flood plain boundaries?
- Is the site in a Natural Environmental Heritage Area?
- What are the land dimensions and other measurements?

Tasks include testing of soil samples to provide information on soil erosion and soil-bearing strengths.

Selection of consultants and/or engineers will follow the Town's Purchasing Policy and Contract Procedures.

Once the site assessment has been completed and the information collected and analyzed, it will be presented to Council, along with the expert's recommendation on feasibility, and a draft plan for moving forward with community engagement.