



TOWN OF CHAPEL HILL

Planning Commission

Meeting Minutes

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Chair Michael Everhart
Vice-Chair James Baxter
Neal Bench
Elizabeth Losos
Melissa McCullough

John Rees
Louie Rivers
Elizabeth Webber
Stephen Whitlow

Tuesday, March 2, 2021

7:00 PM

Virtual Meeting

Virtual Meeting Notification

Board members will attend and participate in this meeting remotely, through internet access, and will not physically attend. The Town will not provide a physical location for viewing the meeting.

The public is invited to attend the Zoom webinar directly online or by phone.

Register for this webinar:

https://us02web.zoom.us/webinar/register/WN_XfsYpu-RS42BFuX38IHp9w. After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 860 3249 2566

Opening

Roll Call

Present 9 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, Louie Rivers, Elizabeth Webber, and Stephen Whitlow

Secretary reads procedures into the record

Approval of Agenda

Without objection, Bench expressed approval of the agenda as presented.

Announcements

1. Updates from Advisory Board Champions

[\[20-0118\]](#)

This time provides an opportunity for Advisory Board Champions to relay updates from their latest meetings, as needed.

Losos shared business of the CDC, including review of University Inn and

multiple courtesy reviews: 411 N Columbia Street, 1751 Dobbins Drive, the Flats, and Peach Apartments. Rees shared that the TCAB discussion included Grubb properties exploring mobility options from Glen Lennox. TCAB asked to review Tarheel Mobile Home Park and traffic accommodations. No updates from HAB, next meeting is March 9th. No updates for ESAB, next meeting is March 18th.

Petitions

Approval of Minutes

Rees made a motion to approve the minutes, seconded by Webber. The motion passed by unanimous vote.

2. Planning Commission Action Minutes for February 16, 2021 [\[21-0143\]](#)

Old Business

New Business

3. Consider an Application for Site Plan Review - 411 N. Columbia Street [\[21-0144\]](#)

Anya Grahn, Senior planner, introduced the application and site plan consideration process for 411 N Columbia street, explained the by right process for site plan review as it relates to the Northside Neighborhood Conservation District. During discussion the applicant agreed to provide the third window on the front elevation, as depicted in the materials shown at the meeting.

A motion was made by Bench, Seconded by Losos, amended by Baxter, to approve Resolution A, approving the application with the stipulation that the third window on the front elevation be added. The motion passed by the following vote:

Aye: 8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, Elizabeth Webber, and Stephen Whitlow

Nay: 1 - Louie Rivers

4. Consider a Limited Scope Special Use Permit Modification for Signature Health Care of Chapel Hill, 1602 E. Franklin Street [\[21-0145\]](#)

Anya Grahn, Senior Planner, introduced the item. The commission discussed the Special Use Permit Modification and the possibility of requiring the development to meet standards of the Climate Action Plan. Although

recommendation of approval was made, the commission desired to discuss the recommendation further at the next meeting.

A motion by Bench, seconded by McCullough, to recommend approval of the Limited Scope Special Use Permit Modification. The motion passed by the following vote:

Aye: 6 - Chair Michael Everhart, Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, and Stephen Whitlow

Nay: 3 - Vice-Chair James Baxter, Louie Rivers, and Elizabeth Webber

5. Consider a Land Use Management Ordinance Text Amendment [\[21-0146\]](#)
-- Proposed Changes to Section 3.6.2 and Section 8.4

A discussion was held regarding the proposed Land Use Management Ordinance Text Amendment in relation to the Historic District Commission. Senior Planner, Anya Grahn, was present to provide a short presentation and field questions.

A motion by Losos, seconded by Rees, to recommend Resolution A, Resolution of Consistency. The motion passed by unanimous vote.

A motion by Rees, seconded by Baxter, to recommend Ordinance A. The motion passed by unanimous vote.

6. Planning Commission Priorities [\[21-0147\]](#)

Town Council has asked that each advisory board identify three priorities over the next five years to help shape the outcome of the five-year budget strategy.

The commission discussed recommended budget priorities for Town Council FY 2020-2025, including utility scale solar, campaigning for the climate action plan, taking advantage of the 160D text amendments and LUMO rewrite, evaluation of current form based code, community input, massing model software, reducing reliance on automobiles, and investing in greenways. The conversation will continue at the March 16th meeting.

Reports

Adjournment

Next Meeting - March 16, 2021

Order of Consideration of Agenda Items:

- 1. Staff Presentation*
- 2. Applicant's Presentation*
- 3. Public Comment*
- 4. Board Discussion*
- 5. Motion*
- 6. Restatement of Motion by Chair*
- 7. Vote*
- 8. Announcement of Vote by Chair*

Public Charge: The Advisory Body pledges its respect to the public. The Body asks the public to conduct themselves in a respectful, courteous manner, both with the Body and with fellow members of the public. Should any member of the Body or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this public charge is observed.

Unless otherwise noted, please contact the Planning Department at 919-968-2728; planning@townofchapelhill.org for more information on the above referenced applications.

See the Advisory Boards page <http://www.townofchapelhill.org/boards> for background information on this Board.