



# TOWN OF CHAPEL HILL

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

## Planning Commission Meeting Minutes

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

Jonathan Mitchell  
John Rees  
Louie Rivers  
Stephen Whitlow

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**Tuesday, January 18, 2022**

**7:00 PM**

**Virtual Meeting**

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### 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: [URL](#) After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: ###-####-####

### Opening

Meeting Opened at 7:01 pm

### Roll Call

Staff: Elysa Smigielski, Judy Johnson, Dwight Basset  
Council Liaison: Camille Berry  
Youth Liaison: Caroline Chen

**Present**        8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Jonathan Mitchell, John Rees, Louie Rivers, and Stephen Whitlow

*Secretary reads procedures into the record*

### Approval of Agenda

### Announcements

### Petitions

Member of the public, Jeanne Phillips, petitioned Planning Commission to read an email that was sent to the Council email address. Email attachment forthcoming

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Memo To Planning Commission

[\[22-0068\]](#)

## Approval of Minutes

1. November 16, 2021 and January 4, 2022 Action Minutes

[\[22-0034\]](#)

A motion was made by Bench, seconded by Mitchell, that the November 16, 2021 Action Minutes be approved. The motion carried by the following vote:

**Aye:** 8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Jonathan Mitchell, John Rees, Louie Rivers, and Stephen Whitlow

A motion was made by Bench, seconded by Mitchell, that the January 4, 2022 Action Minutes be approved. The motion carried by the following vote:

**Aye:** 8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Jonathan Mitchell, John Rees, Louie Rivers, and Stephen Whitlow

## Old Business

## New Business

3. 255 Erwin Rd Subdivision

[\[22-0032\]](#)

Condition 7 amended to be a 100' No Access Easement, increased from 50'

A motion was made by Bench, seconded by Mitchell, that this Discussion Item be approved as amended. The motion carried by the following vote:

**Aye:** 8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Jonathan Mitchell, John Rees, Louie Rivers, and Stephen Whitlow

2. Presentation: Parking Payment in-lieu  
w/ Walker Consultants attending to represent the  
2018 Parking Study

[\[22-0035\]](#)

Jon Martens from Walker Consultants answered questions about the 2018 Parking Study, with Dwight Basset from the Town contributing.

4. Sub Committee Formation

[\[22-0033\]](#)

The Commission discussed the possibility of a sub committee. No vote was taken.

The Commission requested that a LUMO Rewrite Project Update be on all subsequent agendas.

### *Adjournment*

Next Meeting - February 1, 2022

#### *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](mailto: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.*