



# TOWN OF CHAPEL HILL

## Community Design Commission Meeting Agenda

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

John Weis, Chair  
Susan Lyons, Vice Chair  
Scott Levitan

Megan Patnaik  
Heather Washburn

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**Tuesday, December 12, 2023 5:00 PM**

**Virtual Meeting**

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### Language Access Statement

For interpretation or translation services, call 919-969-5105.

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉-၅၁၀၅ ကိုဖုန်းခေါ်ပါ။

Para servicios de interpretación o traducción, llame al 919-969-5105.

လၢတၢ်ကတိၤကျိးထံ မ့တမၢ် လၢတၢ်ကွဲးကျိးထံအတၢ်မၤစၢၤအဂီၢ် ၁ ကိးဘၣ် (၉၁၉)-၉၆၉-၅၁၀၅

如需口头或  
书面翻译服  
务，请拨打  
919-969-5105.

### 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.*

*Registration link*

*is [https://us02web.zoom.us/webinar/register/WN\\_TP48wTtbTEK-J9So5NTqhQ](https://us02web.zoom.us/webinar/register/WN_TP48wTtbTEK-J9So5NTqhQ)*

*Webinar ID is 824.1645.2924*

### Opening

### Roll Call

### Approval of Agenda

### Announcements

*No announcements were noted at the time of agenda release.*

### Petitions

*No petitions were noted at the time of agenda release.*

## Approval of Minutes

1. October Minutes [\[23-0851\]](#)

**Attachments:** [Report](#)

*Commission is asked to review and consider action on October minutes report.*

2. November Minutes [\[23-0852\]](#)

**Attachments:** [Report](#)

*Commission is asked to review and consider action on November minutes report.*

## Old Business

3. Park Apartments Phase 3 [\[23-0853\]](#)

**Attachments:** [Arch. Plan Set](#)

*Commission is asked to receive and consider action on a modification proposed for a Blue Hill District Certificate of Appropriateness. This COA was approved by the Commission in the first quarter of 2023. The applicant has proposed a building height reduction and updated the material finishes and percentages that relate to the height reduction. Available actions to the commission are approval, approval w/ conditions or denial.*

## New Business

4. Starpoint-Refuel Market [\[23-0854\]](#)

**Attachments:** [Site Plan](#)  
[Building Floor Plan](#)  
[Building Material Palette](#)  
[Building Elevation Views](#)  
[Landscape Plan](#)  
[Landscape Specifications](#)  
[Lighting Plan](#)  
[Lighting Cut Sheets](#)

*Commission is asked to receive and consideration action on this Final Plans review. The recorded conditional zoning ordinance as approved by Council gives CDC review authority only for this*

*application.*

**5.** Barbee Chapel Apartments

**[23-0855]**

**Attachments:** [Site Plan](#)  
[Building Elevations](#)  
[Landscape Plans](#)  
[Lighting Plans](#)  
[Lighting Cut Sheet](#)

*Commission is asked to receive and consideration action on this Final Plans review. The recorded conditional zoning ordinance as approved by Council gives CDC review authority only for this application.*

**6.** 306 West Franklin Discussion

**[23-0856]**

*The commission has requested time to discuss the referenced topic.*

**Additional Information**

**7.** Supplemental Drawings/Guidance

**[23-0857]**

**Attachments:** [Park Apartments-Design Guidelines](#)  
[Checklist](#)  
[Starpoint Refuel-Grading Plan](#)

*This information has been provided to address commission comments fielded prior to meeting.*

*Adjournment*

*Next Meeting - January 23, 2024*

*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.*