



# Community Design Commission

## Meeting Minutes

November 10, 2025, 5:30 PM

## Virtual Meeting

Heather Washburn, Chair  
Patrick Brennan, Vice Chair

Kelsey Brinkley  
James Faron

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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:  
[https://us02web.zoom.us/webinar/register/WN\\_hWfEgjINQFm6vFO-Khcq-w](https://us02web.zoom.us/webinar/register/WN_hWfEgjINQFm6vFO-Khcq-w). After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 843 2356 4928

### Opening

### Roll Call

**Present** 4 - Chair Heather Washburn, Vice-Chair Patrick Brennan, Kelsey Brinkley, and James Faron

### Approval of Agenda

A motion was made by Brinkley, seconded by Faron, that the agenda be approved as modified by the Commission. See notes below. The motion carried by a unanimous vote.

Postino and 1301 Fordham be moved to the consent agenda.

### Announcements

An announcement was made about the recommendation to Council for new CDC members.

### Petitions

No petitions were noted at the time of the meeting.

### **Approval of Minutes**

A motion was made by Brinkley, seconded by Vice-Chair Brennan, that the October minutes be approved with the mods noted below. The motion carried by a unanimous vote.

Report should be updated to include the Commission discussion on the Chase Bank application. The Commission encouraged the use of drought tolerant natives when replacing existing vegetation.

**1. [October Minutes Report](#) [25-0489]**

Commission is asked to review and consider approval of the October meeting minutes.

### **Consent Agenda**

A motion was made by Brinkley, seconded by Faron, that the Consent Agenda be approved as modified by the Commission. The motion carried by a unanimous vote.

**2. [Postino Final Plans](#) [25-0507]**

Commission is asked to review and consider approval of this Final Plan, Elevation packet.

**3. [1301 Fordham](#) [25-0491]  
[Blue Hill Certificate of Appropriateness Modification](#)**

Commission is asked to review and consider action on the proposed modification. This Certificate of Appropriateness was previously approved by the Commission and deemed to meet the minimum standards of the Blue Hill Design Guidelines. The narrative outlines the modifications and the revclouds in the drawings show the proposed modifications.

Available actions include approval, approval w/ conditions and denial.

### *Adjournment*

Next Meeting - Monday, Dec 15 @ 5:30

### *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.*