



# TOWN OF CHAPEL HILL

## Community Design Commission

### Meeting Minutes

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

**Tuesday, March 26, 2024**

**6:30 PM**

**Virtual Meeting**

#### 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 ၂ 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.

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\\_68yjKMnvTfmBvILcVAywLQ](https://us02web.zoom.us/webinar/register/WN_68yjKMnvTfmBvILcVAywLQ) After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 850 8946 6427

#### Opening

#### Roll Call

**Present** 5 - Chair John Weis, Vice-Chair Susan Lyons, Scott Levitan, Megan Patnaik, and Heather Washburn

#### Approval of Agenda

A motion was made by Chair Weis, seconded by Washburn, that the agenda be approved as presented. The motion carried by a unanimous vote.

#### Announcements

No announcement noted at time of agenda release.

**Petitions**

No petitions noted at time of agenda release.

**Approval of Minutes****1. December Minutes [\[24-0172\]](#)**

Commission is asked to approve December minutes.

A motion was made by Washburn, seconded by Patnaik, that the December minutes be approved as noted in discussions with Chair Weis and staff. The motion carried by a unanimous vote.

**2. February Minutes [\[24-0155\]](#)**

Commission is asked to approve February minutes.

A motion was made by Patnaik, seconded by Washburn, that the February minutes be approved. The motion carried by a unanimous vote.

**Consent Agenda**

A motion was made by Levitan, seconded by Patnaik, that the consent agenda be approved as presented. The motion carried by a unanimous vote.

**3. Carraway Village Phase 2 [\[24-0157\]](#)**

Commission is asked to review and approved minor building elevation modifications noted during final site inspection. Commission actions include approval, approval w/ conditions or deferral.

**4. Wendy's @ Carraway Village [\[24-0158\]](#)**

Commission is asked to review and approve building elevation modifications based on material changes. This project was approved in Nov. of 2023. Commission actions include approval, approval w/ conditions or deferral.

**Old Business****5. AURA Blue Hill [\[24-0173\]](#)**

Commission is asked to review and consider action on Certificate of Appropriateness modification. Commission actions include approval, approval w/ conditions or denial.

A motion was made by Levitan, seconded by Vice-Chair Lyons, that the proposal be approved as presented with the following notes to be considered. The motion carried by a unanimous vote.

Reconsider green spandrels as flat green or flat gray and consider

architectural screening on the parking deck.

6. St. Thomas More

[\[24-0160\]](#)

Commission is asked to review and approve final plan elevations.

Commission actions include approval, approval w/ conditions or deferral.

The project does not propose any new site lighting.

A motion was made by Vice-Chair Lyons, seconded by Patnaik, that the project be approved as presented. The motion carried by a unanimous vote.

### **New Business**

7. Rewriting Our Rules - A LUMO Update

[\[24-0161\]](#)

The Commission is asked to continue its discussion on design standards for the updated LUMO. Commission members are requested to review their attached comments on the Typology Resource Guide prior to the meeting.

A motion was made by Vice-Chair Lyons, seconded by Washburn, that the commission endorse the comment memo written by Chair Weis and formally transmit those to Council. The motion carried by a unanimous vote.

### **Planning FYI**

8. Planning Updates

[\[24-0162\]](#)

#### *Adjournment*

Next Meeting - Tuesday, April 23

A motion was made by Levitan, seconded by Vice-Chair Lyons, that the meeting adjourn at 7:55. The motion carried by a unanimous vote.

#### *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.*