



# 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  
Edward Hoskins

Scott Levitan  
Megan Patnaik

**Tuesday, March 28, 2023**

**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, Edward Hoskins,  
Scott Levitan, and Megan Patnaik

#### Approval of Agenda

A motion was made by Commissioner Hoskins, seconded by Vice-Chair Lyons, to approve the agenda. The motion carried by a unanimous vote (Patnaik absent).

**Present** 4 - Chair John Weis, Vice-Chair Susan Lyons, Edward Hoskins,  
and Scott Levitan

**Absent**

1 - Megan Patnaik

**Announcements**

No announcements were noted at time of agenda release.

Planning staff liaison made an announcement with updates to Commission staffing. Commission member Levitan and Vice-Chair Lyons made announcements related to May meeting availability.

**Petitions**

No petitions were noted at time of agenda release.

No petitions submitted or received

**Approval of Minutes****1. February Minutes**[\[23-0258\]](#)

Commission is asked to receive and consider approval February minutes draft.

Commission is asked to receive and consider approval of the February meeting minutes.

Commission members provided written comment on agenda item 4 which are now included in the meeting minutes.

A motion was made by Vice-Chair Lyons, seconded by Commissioner Hoskins, to approve the meeting minutes as amended. The motion carried unanimously.

**2. Commission Comments**[\[23-0272\]](#)

Reports provided as support, as referenced in minutes.

Commission comments to the Life Sciences Center, AURA-South Elliot, and Park Place Apartments Phase III were noted by members as appropriately included in the minutes.

**Consent Agenda**

The consent agenda contains Agenda Item 3, 1591 Eubanks Road Piedmont Substation, and Agenda Item 4, 300 Market Street Southern Village.

A motion was made by Commissioner Hoskins, seconded by Commissioner Levitan, to approve the consent agenda. The motion carried unanimously.

**3. 1591 Eubanks Road  
Piedmont Substation**[\[23-0261\]](#)

Commission is asked to receive and provide comments for the proposed concept plan. Given application size, scope and design impact, the Commission is allowed to forward application w/out comment. In this case, the application can be moved to the consent agenda if so desired (other conditions/thoughts can be added to the motion of approval of the consent agenda if any exist).

Approved as a part of the consent agenda.

**4. 300 Market Street**  
Southern Village

[\[23-0260\]](#)

Commission is asked to receive and consider approval of a sign proposal for Southern Village. Actions to be considered are (1) approval, (2) approval w/ conditions or (3) deferral to meet voluntary compliance request. Application can be moved to the consent agenda if so desired.

Approved as a part of the consent agenda.

**Old Business**

**5. Park Apartments-Phase III**  
Certificate of Appropriateness

[\[23-0259\]](#)

Commission is asked to continue discussion related to this Blue Hill District COA request. Prior months submittal has been provided for reference. Please refer to February minutes report for review comments shared w/ the applicant. Action is not required or requested for this meeting.

Commission continued discussion related to this Blue Hill District COA request.

If action is possible, motions on a COA are (1) approval, (2) approval with conditions, or (3) denial.

Commission members were supportive of the applicant's responsiveness to previous comments. Commission members provided additional comments on incorporating design elements that are sensitive to the Chapel Hill context, such as sloping roof elements and wood materials, as well as the building size and color, and possible pedestrian connections with the Aura Blue Hill project. Commission members provided detailed comments on Park Apartments Phase II (formerly Phase III). These comments are included in the minutes.

The Commission continued the item for further discussion at the next legislative meeting. No action was taken.

**6. Park-Commission Report**

[\[23-0467\]](#)

**Information Item (No Discussion Required)****7. Development Updates****[23-0262]**

Commission is asked to receive Planning Staff updates. No action is required or requested.

*Adjournment*

Next Meeting - Tuesday, April 25

A motion was made by Commissioner Levitan, seconded by Commissioner Hoskins, to close the meeting. The motion was 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.*

Note