



Community Design Commission

Meeting Minutes

February 24, 2026, 5:30 PM

Virtual Meeting

Heather Washburn, Chair
Patrick Brennan, Vice Chair
Kimberly Andrews
John Biggs

Kelsey Brinkley
James Faron
Rachel Oommen

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| For interpretation or translation services, call 919-969-5105. | သာသနာပြုဆိုင်ခွင့်နှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉ ၅၁၀၅ ကိုဖုန်းခေါ်ပါ။ | 如需口头或书面翻译服务，请拨打 919-969-5105。 | လာတင်ကတိကျပြီးထံမှတစ်ဆင့် မှီလားကွဲကျိုးထံအတိအကျအောင် ကိန်းဘတ် ၉၁၉-၉၆၉ ၅၁၀၅ | Para servicios de interpretación o traducción, llame al 919 969-5105. |
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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 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 7 - Chair Heather Washburn, Vice-Chair Patrick Brennan, Kimberly Andrews, John Biggs, Kelsey Brinkley, James Faron, and Rachel Oommen

Approval of Agenda

A motion was made by Biggs, seconded by Brinkley, that the Agenda be approved as presented. The motion carried by a unanimous vote.

Announcements

No announcements were noted at time of agenda release.

No announcements were noted at time of meeting.

Petitions

No petitions were noted at time of agenda release.

No petitions were noted at time of meeting.

Approval of Minutes

1. [December Minutes](#) **[26-0043]**

Commission is asked to review and consider approval of December Minutes report.

A motion was made by Biggs, seconded by Brinkley, that the December Minutes Report be approved as modified. The motion carried by a unanimous vote.

-AURA project was moved from the Consent Agenda to a Discussion Item.

-Update motion on AURA to reflect language used for the green screen.

Consent Agenda

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

2. [Sign Permit-Southern Village](#) **[26-0044]**

Commission is asked to provide approval for a sign permit in Southern Village. Signs require CDC review in Southern Village.

3. [Trinity Court](#) **[26-0045]**

Commission is asked to review and approve modifications to a recently constructed building. Grade modifications during final construction yielded additional masonry at the building foundation.

New Business

4. [Cell Tower Alternative Buffer](#) **[26-0046]**

Commission is asked to review and consider approval of this alternative buffer proposal. The cell tower proposes a fence in lieu of landscaping in order to screen the proposed tower based.

A motion was made by Biggs, seconded by Chair Washburn, that the project be approved w/ the condition noted. The motion carried by a unanimous vote.

-Applicant to use block/material that emulates materials around the project.

Adjournment

Next Meeting - Tuesday, March 24

A motion was made by Brinkley, seconded by Vice-Chair Brennan, that the meeting be adjourned. The motion carried by a unanimous vote.

Meeting adjourned @ 6:48.

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 for more information on the above referenced applications.

See the Advisory Boards page <http://www.townofchapelhill.org/boards> for background information on this Board.

