



# TOWN OF CHAPEL HILL

## Housing Advisory Board

### Action Minutes

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

Chair Kayla Prestwood  
Vice-Chair Tai Huynh  
Jared Brown-Rabinowitz  
Laura Cowan  
Letitia Davison

Anne Hoole  
Dawna Jones  
Mary Jean Seyda  
Jim Yamin

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**Tuesday, November 13, 2018**

**6:30 PM**

**RM 102 | First Floor Conf. Room**

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#### **Opening**

#### **Roll Call**

Staff: Loryn Clark, Executive Director  
Nate Broman-Fulks, Affordable Housing Manager  
Emily Holt, Affordable Housing Development Officer

**Present**        7 - Chair Kayla Prestwood, Jared Brown-Rabinowitz, Laura Cowan, Letitia Davison, Anne Hoole, Dawna Jones, and Jim Yamin

**Absent**         2 - Vice-Chair Tai Huynh, and Mary Jean Seyda

#### **Approval of Agenda**

A motion was made by Yamin, seconded by Hoole, that agenda item number three "Orange County Affordable Housing Summit Report and Presentation" be postponed until the HAB's December meeting and the Agenda be approved as amended. The motion carried by a unanimous vote.

#### **Announcements**

#### **Petitions**

#### **Approval of Minutes**

1. Draft Action Minutes for October 9, 2018

[\[18-0919\]](#)

A motion was made by Yamin, seconded by Jones, that the Action Minutes for

the October 9, 2018 Housing Advisory Board meeting be approved. The motion carried by a unanimous vote.

## Old Business

## New Business

### 2. Concept Plan Review: Habitat/Carol Woods Community, 7516 Sunrise Road.

[\[18-0920\]](#)

Key points made by members of the Housing Advisory Board during its review of a concept plan for Habitat/Carol Woods Community, 7516 Sunrise Road include:

- The project would help meet the Town's housing goals and will help meet the affordable housing gap
- Appreciate the partnership model of the development between Habitat for Humanity and Carol Woods
- Project focuses on a population that needs housing
- Increased density has to be considered to meet the Town's goals. How to increase density and meet the needs of everyone concerned should be considered. Like the density proposed in this project
- Appreciate that the affordable units are mostly three and four bedroom units as often the affordable units provided in projects are only one or two bedrooms
- Mix of income targeting is a positive. The project is not a typical mixed income development because of the amount of affordable units proposed. Mix of age groups and income levels is a positive feature
- Would be helpful to allow affordable homes up to 80% AMI
- Good concept to move forward with
- Applicant should consider engaging with the surrounding neighborhoods

#### Additional Notes:

- 15 residents signed up to speak and pooled their time to two speakers. The speakers expressed concerns over the development as presented. In particular, the speakers had concerns about the density of the project, environmental and stormwater impacts, traffic impacts, risks for pedestrian safety, and light and noise pollution. The speakers asked for a traffic impact analysis and to collaborate with the neighbors on the project.

A motion was made by Jones, seconded by Davison, that the HAB comments on this item be transmitted to the Town Council. The motion carried by a unanimous vote.

3. Orange County Affordable Housing Summit Report and Presentation [\[18-0921\]](#)
4. Opportunity to Weigh in on Draft Advisory Board Member Policy Amendments [\[18-0922\]](#)
5. Recruitment of CDBG Program Review Committee Member [\[18-0923\]](#)

A motion was made by Davison, seconded by Jones, to appoint Hoole to the Community Development Block Grant Program Review Committee. The motion carried by a unanimous vote.

6. Housing and Community Staff Updates [\[18-0924\]](#)

*Adjournment*

Next Meeting - December 11, 2018

A motion was made by Hoole, seconded by Cowan, that the meeting be adjourned. 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 and Development Services Department at 919-969-5066; [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.*