



TOWN OF CHAPEL HILL

Planning Commission

Action Minutes

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

Chair John Rees
Vice-Chair Louie Rivers
Neal Bench
Michael Everhart
Melissa McCullough

Katherine Roberts
Whit Rummel
Amy Ryan
Elizabeth Webber
Stephen Whitlow

Tuesday, February 5, 2019

7:00 PM

RM 110 | Council Chamber

Opening

Roll Call

Present 7 - Amy Ryan, Chair John Rees, Neal Bench, Michael Everhart,
Melissa McCullough, Vice-Chair Louie Rivers, and Elizabeth
Webber

Absent 3 - Katherine Roberts, Whit Rummel, and Stephen Whitlow

Secretary reads procedures into the record

Approval of Agenda

Approval of Minutes

1. Action Minutes for December 4th, 2018 and December 18th,
2018 Planning Commission meetings

[\[19-0085\]](#)

Commissioner Ryan proposed the following amendments to the December 4th, 2018 Minutes:

Old Business: Preference for empaneling a working group.

Three (3) Discussion Items were added to the end of the agenda:

1. Moving forward with the Whitehead NCD review.
2. Improving the Site Plan review process.
3. Request for a report from Staff on the Eastowne/Gateway area.

A motion was made by Ryan, seconded by Everhart, that the December 4th, 2018 Minutes be approved as amended, and that the December 18th, 2018 Minutes be approved. The motion carried by a unanimous vote.

Old Business

2. Discussion of Site Plan Review Process [\[19-0091\]](#)

A discussion was held regarding the petition to Town Council proposing revisions to the Land Use Management Ordinance development review process. The item will be brought back at the February 19, 2019 meeting for a formal vote.

New Business**3. Election of Representative for Engineering Design Manual Committee [\[19-0086\]](#)**

A motion was made by Chair Rees, seconded by McCullough, to nominate Ryan and Everhart. The motion carried by a unanimous vote.

4. Request for 2019 Board Priorities [\[19-0023\]](#)

1. To fund the Eastowne, Gateway areas planning process / commission
 - Convene a group to consider this specific area
 - Output: what are the towns major goals for the gateway area?
2. To fund Staff time to create a mid level planning commission review process, in between a Site Plan and an SUP
3. Increase outreach and education about the role of the Planning Commission
 - AKA the peoples academy
4. Affordable housing effort
 - Undertake an effort to provide updated data to support AH policy decisions, and outline best practices related to promoting, incenting and facilitating creative AH solutions such as ADUs and public private partnerships.

A motion was made by Bench, seconded by McCullough, that the list of Board Priorities be adopted. The motion carried by a unanimous vote.

Adjournment

Next Meeting - February 19, 2019

A motion was made by Bench, seconded by McCullough, 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 for more information on the above referenced applications.

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