



# TOWN OF CHAPEL HILL

## Planning Commission

### Action Minutes

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

Chair Michael Everhart  
Vice-Chair James Baxter  
Neal Bench  
Elizabeth Losos  
Melissa McCullough

John Rees  
Louie Rivers  
Elizabeth Webber  
Stephen Whitlow

---

**Tuesday, December 15, 2020**

**7:00 PM**

**Virtual Meeting**

---

#### **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: (To be added) After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: (To be added)

#### **Opening**

#### **Roll Call**

**Present** 8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, Louie Rivers, and Elizabeth Webber

**Absent** 1 - Stephen Whitlow

*Secretary reads procedures into the record*

#### **Approval of Agenda**

A motion was made by McCullough, seconded by Bench, to approve the agenda and schedule a discussion of the S Columbia St Annex project for the January 5th Planning Commission meeting.

#### **Announcements**

Rees announced that Chapel Hill received a grant of \$600,000 to fund development of Transit-oriented Development stations for the upcoming Bus Rapid Transit project.

Bench made a suggestion that the Planning Commission continue working on a draft letter to the Town Council regarding the 1200 MLK project, and continue finding ways to provide feedback. Chair Everhart noted that the Planning Commission wants to continue discussion of the item, and scheduled a discussion of the draft letter for the January 5th Planning Commission meeting.

## Petitions

### Approval of Minutes

1. Planning Commission Action Minutes for December 1, 2020 [\[20-0875\]](#)

A motion was made by Rees, seconded by Vice-Chair Baxter, that the minutes be approved. The motion carried by the following vote:

**Aye:** 8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, Louie Rivers, and Elizabeth Webber

### New Business

2. Discussion of a Planning Commission letter to Town Council regarding the draft Climate Action and Response Plan [\[20-0876\]](#)

A discussion was held on the Planning Commission's draft letter to Council regarding the Climate Action and Response Plan. A Joint Advisory Board meeting was proposed so that the letter could be shared with other Advisory Boards, and to potentially have them sign the letter as well. Rivers suggested that two letters be written, one for Council and one for Town Staff members that are drafting the plan.

A motion was made by Vice-Chair Baxter, seconded by McCullough, to have Rees and Nilsen draft the letter. The motion carried by the following vote:

**Aye:** 7 - Chair Michael Everhart, Vice-Chair James Baxter, Elizabeth Losos, Melissa McCullough, John Rees, Louie Rivers, and Elizabeth Webber

**Abstain:** 1 - Neal Bench

### *Adjournment*

Next Meeting - January 5, 2020

A motion was made by Rees, seconded by Bench, to adjourn the meeting.

Meeting adjourned.

*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.*