



TOWN OF CHAPEL HILL

Planning Commission

Meeting 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, May 18, 2021

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:

https://us02web.zoom.us/webinar/register/WN_Muor-ecFRKuDwagPShokRw. After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 828 3987 2883

Opening

Roll Call

Staff present: Judy Johnson - Staff Liaison.

Present 7 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Melissa McCullough, Louie Rivers, and Stephen Whitlow

Absent 2 - John Rees, and Elizabeth Webber

Secretary reads procedures into the record

Approval of Agenda

A motion was made by McCullough, seconded by Bench, to approve the meeting agenda. The motion carried by a unanimous vote.

Announcements

Updates from Advisory Board Champions

Petitions

Approval of Minutes

1. May 4, 2021 Planning Commission Draft Action Minutes [\[21-0425\]](#)

A motion was made by Baxter, seconded by McCullough, to approve the May 4, 2021 meeting minutes. The motion carried by a unanimous vote.

Old Business**New Business**

2. Provide a Recommendation to Council Regarding Possible Incorporation of the Climate Action and Response Plan into the Town's Comprehensive Plan [\[21-0417\]](#)

John Richardson presented the Climate Action Plan. He discussed tree preservation and trade-offs of trees on climate change. He explained that staff is pursuing baseline data and comparison of net gain (or loss) of trees in the community. Plan outlines Green infrastructure ordinance to be adopted by 2022.

Commissioner Bench asked if there is language in Climate Action Plan to retain existing canopy of trees. Mr. Richardson stated that there is a metric to measure net canopy over time using GIS. Staff will not be counting trees, but using GIS to calculate baseline data and compare net canopy over time.

A motion was made by McCullough, seconded by Baxter to forward a positive recommendation to Council for adoption of the plan as a component of the Comprehensive Plan. The motion carried by a unanimous vote.

3. Putt Putt Fun Center 2200 Eubanks Road - Conditional Zoning [\[21-0426\]](#)

Recommended with stipulations.

A motion was made by McCullough, seconded by Rivers, to recommend Council approval of the Resolution of Consistency. The motion carried by a unanimous vote.

A motion was made by McCullough, seconded by Whitlow, to recommend Council approval of the Conditional Zoning with the following stipulations:

- Integrate green infrastructure so that stormwater management facilities are located outside of the RCD.
- Requested a reduction in the minimum parking requirement for the storage facility.

- Continue to pursue a pedestrian connection to Carraway Village apartments and also additional pedestrian access to Carraway drive-in movie theatre.
- Consider additional bicycle parking spaces.

4. Timberlyne Offices 120 Banks Dr. - Special Use Permit

[\[21-0427\]](#)

A motion was made by McCullough, seconded by Rivers, to recommend Council approval of the Resolution of Consistency and Conditional Zoning.

The motion carried by a unanimous vote.

5. Consider a Land Use Management Ordinance Text
Amendment -- Proposed Changes to Articles 3,4,6 and Appendix
A regarding short-term rentals

[\[21-0367\]](#)

A motion was made by Bench, seconded by McCullough, to recommend the Council approve the Resolution of Consistency . The motion carried by a unanimous vote.

A motion was made by Losos, seconded by McCullough, to recommend the Council approve the text amendment. The motion carried with a 6 to 1 vote.

Commissioner Whitlow explained his reasoning for recommending Council deny the text amendments. He stated there is limited time to review. He had voted against STR ordinance and found treating STRs differently in different areas was not a logical policy.

Aye: 6 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Melissa McCullough, and Louie Rivers

Nay: 1 - Stephen Whitlow

Short-Term Rental Letter

The Planning Commission discussed the letter/statement they drafted concerning Short Term Rentals.

A motion was made by McCullough, seconded by Bench, to send the proposed STR letter to Town Council. The motion carried with a 6 to 1 vote. Commissioner Losos abstained.

Aye: 6 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Melissa McCullough, Louie Rivers, and Stephen Whitlow

Abstain: 1 - Elizabeth Losos

Cancel July 2021 Meetings

A motion was made by Bench, seconded by McCullough, to cancel July Planning Commission meetings. The motion carried by a unanimous vote..

Adjournment

Next Meeting - June 15, 2021

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.