



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
James Baxter
Neal Bench
Michael Everhart

Melissa McCullough
Whit Rummel
Elizabeth Webber
Stephen Whitlow

Tuesday, May 5, 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:

https://us02web.zoom.us/webinar/register/WN_rvyIW53wSWi7wmtUwFcT4w

After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 835-1027-1288

Opening

Roll Call

Present 9 - Chair John Rees, Vice-Chair Louie Rivers, James Baxter, Neal Bench, Michael Everhart, Melissa McCullough, Whit Rummel, Elizabeth Webber, and Stephen Whitlow

Secretary reads procedures into the record

Approval of Agenda

Bench made a motion to approve the agenda, McCullough seconded.

Announcements

1. Updates from Advisory Board Champions

[\[20-0118\]](#)

This time provides an opportunity for Advisory Board Champions to relay updates from their latest meetings, as needed.

Chair Rees stated that he was withholding comments from the Transportation and Connectivity Advisory Board meeting until the agenda items were presented later in the evening. Whitlow confirmed that the Payment-in-Lieu petition was submitted this week.

Petitions

Approval of Minutes

2. Planning Commission Action Minutes for April 21, 2020 [\[20-0282\]](#)

A motion was made by Everhart, seconded by McCullough, that the minutes be approved. The motion carried by the following vote:

Aye: 9 - Chair John Rees, Vice-Chair Louie Rivers, James Baxter, Neal Bench, Michael Everhart, Melissa McCullough, Whit Rummel, Elizabeth Webber, and Stephen Whitlow

Old Business

New Business

3. Special Use Permit Application: Christ Community Church (141 Erwin Road) [\[20-0283\]](#)

A motion was made by McCullough, seconded by Everhart, that the Special Use Permit be recommended for approval, with the conditions that: 1) Should the shed have to be replaced, the replacement shed would be moved so as not to encroach the property setbacks, and 2) If the property line realignment is accepted, a 20' buffer would be required on the applicant's side of the property. The motion carried by the following vote:

Aye: 9 - Chair John Rees, Vice-Chair Louie Rivers, James Baxter, Neal Bench, Michael Everhart, Melissa McCullough, Whit Rummel, Elizabeth Webber, and Stephen Whitlow

4. Special Use Permit Modification Application: 137 E. Franklin St. Innovation Hub (136 E. Rosemary St. & 137 E. Franklin St.) [\[20-0284\]](#)

A motion was made by Bench, seconded by Webber, that the Special Use Permit be recommended for approval, with additional recommendations that 1) The Town explore allowing access on the east and west sides of the building, and 2) Additional review by the Transportation and Connectivity Advisory Board and the Environmental Stewardship Advisory Board be encouraged. The motion carried by the following vote:

Aye: 9 - Chair John Rees, Vice-Chair Louie Rivers, James Baxter, Neal Bench, Michael Everhart, Melissa McCullough, Whit Rummel, Elizabeth Webber, and Stephen Whitlow

5. Zoning Atlas Amendment Application: 137 E Franklin St [\[20-0285\]](#)
Innovation Hub (136 E Rosemary St & 137 E Franklin St)

A motion was made by McCullough, seconded by Everhart, that the Resolution of Consistency be recommended for approval. The motion carried by the following vote:

Aye: 9 - Chair John Rees, Vice-Chair Louie Rivers, James Baxter, Neal Bench, Michael Everhart, Melissa McCullough, Whit Rummel, Elizabeth Webber, and Stephen Whitlow

A motion was made by McCullough, seconded by Everhart, that the Zoning Atlas Amendment be recommended for approval. The motion carried by the following vote:

Aye: 9 - Chair John Rees, Vice-Chair Louie Rivers, James Baxter, Neal Bench, Michael Everhart, Melissa McCullough, Whit Rummel, Elizabeth Webber, and Stephen Whitlow

6. Community Design Commission Champion Discussion [\[20-0243\]](#)

Chair Rees commented that the currently vacant seat on the Planning Commission is the designated Community Design Commission champion seat, and that Town Council will ultimately appoint a person to fill the seat. Bench stated that he would remove himself from consideration for this seat.

Adjournment

Next Meeting - May 19, 2020

McCullough moved to adjourn; no 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 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.