



TOWN OF CHAPEL HILL

Community Design Commission

Meeting Minutes

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

Susana Dancy, Chair
Christine Berndt, Vice-Chair
Edward Hoskins
Kim Levell

Susan Lyons
Megan Patnaik
Polly Van de Velde
John Weis

Tuesday, June 23, 2020

6:30 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_A1Cps7QhRueSUwQez1ggFg83079541121, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 83079541121

Opening

Roll Call

Present 8 - Chair Susana Dancy, Vice-Chair Christine Berndt, Edward Hoskins, Kim Levell, Susan Lyons, Megan Patnaik, Polly Van de Velde, and John Weis

Approval of Agenda

A motion was made by Chair Dancy, seconded by Weis, that CDC powers be added as item #8 on the agenda. The motion carried by a unanimous vote.

A motion was made by Hoskins, seconded by Weis, that the agenda be approved with the addition noted. The motion carried by a unanimous vote.

Announcements

The following announcements were recorded-

1. Staff announced that staff will call a virtual meeting on concept plans in the next couple of weeks, possibly the second or third week of July, to have a virtual meeting to talk with advisory boards. Staff requested (2) commissioners to review concept plan proposal along with members of other advisory boards.

Chair Dancy and Van de Velde were nominated.

2. Staff updated the commission on advisory board terms, which have been extended through November. Also noted this was the last meeting for Levell.

3. The Commission agreed to hold a special meeting at 6:30pm to talk with Judy Johnson, Interim Planning Director, regarding the status of concept plans, prior to the virtual meeting.

Petitions

1. Staff responded verbally to the Commission's petition to staff regarding building elevations. The following notes were made from commission discussion-

-Chair Dancy noted that a reminder to applicants at time of Building Permit request may help.

-Van de Velde suggested a financial penalty for applicants who do not follow the proper review protocol. Chair Dancy said the key is effective communication. Vice Chair Berndt asked for other ideas from staff.

2. Vice Chair Berndt provided an update on the petition presentation she made to Council June 10 regarding the Commission's request for a Downtown Special Appearance district. Council referred it to the Manager for future action.

Approval of Minutes

1. April 2 [\[20-0449\]](#)

A motion was made by Van de Velde, seconded by Lyons, that the April 2 minutes be approved.. The motion carried by a unanimous vote.

2. April 27 [\[20-0450\]](#)

A motion was made by Van de Velde, seconded by Lyons, that the April 27 minutes be approved. The motion carried by a unanimous vote.

3. May 18 [\[20-0451\]](#)

A motion was made by Vice-Chair Berndt, seconded by Van de Velde, that the May 18 minutes be approved as amended. The motion carried by a unanimous vote.

Amendment was regarding Item #4 125 E. Rosemary Parking Structure. Vote regarding motion made to eliminate 2nd entrance. Finally tally was 4:4, minutes will be updated to reflect that Van de Velde vote 'aye'.

Consent

The Commission agreed to take separate votes on the consent items.

4. 410 Copperline Drive-Cell Antenna [\[20-0452\]](#)

Applicant proposes new T-Mobile cell antenna to existing building in Southern Village. There are (3) motions the CDC is authorized to make. Those are approval, approval w/ conditions or deferral. Staff recommends approval of this application to the commission.

In response to a question, staff said the application meets ordinance requirements.

A motion was made by Weis, seconded by Lyons, that 410 Copperline Drive be approved. The motion carried by a unanimous vote.

5. Chapel Hill Cooperative Preschooll [\[20-0453\]](#)

Applicant proposes minor modifications as noted following Town staff final construction inspection. There are (3) motions the CDC is authorized to make. Those are approval, approval w/ conditions or deferral. Staff recommends approval of this application to the commission.

In response to a question, staff indicated the changes have already been made.

A motion was made by Weis, seconded by Patnaik, that this Consent be approved the Consent Agenda. The motion carried by the following vote:

Vice-Chair Berndt indicated she was voting no because the changes had already been made. Van de Velde voted against because they took out the little window for the children to look outside.

Aye: 6 - Chair Susana Dancy, Edward Hoskins, Kim Levell, Susan Lyons, Megan Patnaik, and John Weis

Nay: 2 - Vice-Chair Christine Berndt, and Polly Van de Velde

6. Eastgate Riser Room-Elevation Modifications [\[20-0454\]](#)

Town Building Inspection's department has required the applicant to install a sprinkler system to meet Chapel Hill's Sprinkler Ordinance. This sprinkler upfit required a riser room be added to the noted facade. There are (4) motions the CDC is authorized to make. Those are approval, approval w/ conditions, deferral or denial. Staff recommends approval of this application to the commission.

A motion was made by Van de Velde, seconded by Weis, that Eastgate Riser Room be approved. The motion carried by the following vote:

Vice Chair Berndt noted her concern for the design including the EIFS materials used and wanted a better design of the facade facing E. Franklin Street.

Aye: 7 - Chair Susana Dancy, Edward Hoskins, Kim Levell, Susan Lyons, Megan Patnaik, Polly Van de Velde, and John Weis

Nay: 1 - Vice-Chair Christine Berndt

Old Business

7. Valvoline-Final Plan Elevations

[\[20-0455\]](#)

Applicant proposes corner building modifications as an alternate to the commissions discussions at the May meeting. They have also offered a landscape palette for review in consideration of additional landscape that could be placed in front of the building to enhance the established buffer. There are (3) motions the CDC is authorized to make. Those are approval, approval w/ conditions or deferral. Staff recommends approval or approval with conditions (potentially noting the requirement of additional landscape for screening) of this application to the commission.

The Commission discussed potential landscaping and the idea of adding a wall or trellis. Staff confirmed the site plan had an existing alternative buffer along Franklin Street, which is subject to CDC review and approval. However, staff believed that there was no change being proposed to the alternative buffer, so it is not under review. Members still had concerns about the building design with garage doors facing Franklin Street, a key entranceway.

A motion was made by Chair Dancy, seconded by Weis, that the Valvoline building be approved with the condition that garage doors not facing Franklin Street. The motion carried by the following vote:

No reason was recorded for 'nay' votes.

Aye: 6 - Chair Susana Dancy, Vice-Chair Christine Berndt, Susan Lyons, Megan Patnaik, Polly Van de Velde, and John Weis

Nay: 2 - Edward Hoskins, and Kim Levell

Adjournment

Next Meeting - Tentative schedule, July 28th @ 6:30

Item #8

CDC Powers

Chair Dancy distributed a memo from the Town Attorney dated June 15, 2020. The Commission discussed CDC powers and decided to form a

subcommittee to create an action plan moving forward for potential projects. Subcommittee to include Hoskins, Lyons and Patnaik. Chair Dancy also suggested that she will reach out to the Town's Urban Designer to arrange a two hours zoom meeting as a place to start, and reach out to the CDC's Council liasons.

Vice-Chair Berndt requested that the staff follow up further in writing regarding the CDC's petition regarding building elevations.

A motion was made by Weis, seconded by Van de Velde, 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 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.