



# TOWN OF CHAPEL HILL

## Community Design Commission

### Meeting Minutes

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

Susana Dancy, Vice-Chair  
Christine Berndt  
Edward Hoskins  
Susan Lyons

Megan Patnaik  
Polly Van de Velde  
John Weis

Tuesday, July 23, 2019

6:30 PM

RM 110 | Council Chamber

#### Opening

#### Roll Call

Staff Liason-Nicholson  
Council Liason-Oates  
Planning Commission Liason-Ryan

**Present** 6 - Chair Susana Dancy, Vice-Chair Christine Berndt, Edward Hoskins, Susan Lyons, Megan Patnaik, and John Weis

**Absent** 1 - Polly Van de Velde

#### Approval of Agenda

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

#### Announcements

#### Petitions

Commissioner Berndt petitioned the CDC to ask for a review of procedures to ensure compliance of approved plans before project is built. Staff noted that work is underway to add more review before a building permit is issued. Acting Chair Dancy requested staff emphasize this point to the applicant of Carraway Village.

#### Approval of Minutes

1. June Minutes [\[19-0666\]](#)

A motion was made by Weis, seconded by Lyons, that the June 25th meeting minutes be approved. The motion carried by a unanimous vote.

#### Consent Agenda

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

2.	City Kitchen-Trellis	<a href="#">[19-0667]</a>
3.	1800 E. Franklin	<a href="#">[19-0668]</a>
4.	Carraway Village	<a href="#">[19-0669]</a>

**Concept Plan**

5.	105 Highland Concept Plan	<a href="#">[19-0670]</a>
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Comments received from Commission members:

1. That applicant respect current neighborhood environment including lot frontage, home scale, building placement and tree preservation.
2. Suggested a potential Neighborhood Conservation District to regulate the area.
3. Suggested the Planning Commission may be a more appropriate advisory board for review.

A neighborhood resident expressed concerns about the project impacting neighborhood character.

**Old Business**

6.	SECU-Charterwood	<a href="#">[19-0671]</a>
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A motion was made by Weis, seconded by Berndt, that this item be approved using brick detailing as shown in architectural response; and that the applicant consider using landscaping in front of teller pavilion integrated w/ the previously approved alternate buffer. The motion carried by a unanimous vote.

7.	Purefoy Apartments	<a href="#">[19-0672]</a>
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A neighborhood resident requested the Town make sure the trees are not taken down and the buffers are in place.

A motion was made by Patnaik, seconded by Lyons, that this Discussion Item be tabled until a future meeting; that the applicant revise the front elevation to not be opaque but screened, work on proportions, address column materials and bring material samples in for review. The motion carried by a unanimous vote.

**New Business**

8.	Hawkers-Restaurant	<a href="#">[19-0673]</a>
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A motion was made by Patnaik, seconded by Lyons, that this item be approved. Applicant will return to review any exterior facing murals if need is determined by Staff. The motion carried by a unanimous vote.

**9. Community Church of Chapel Hill****[19-0674]**

A motion was made by Weis, seconded by Berndt, that this item be approved. The motion carried by a unanimous vote.

**10. Officer Discussion****[19-0675]**

A motion was made by Weis, seconded by Lyons, that Susana Dancy and Chris Berndt be appointed as Chair and Vice Chair respectively. The motion carried by a unanimous vote.

*Adjournment*

Next Meeting - August 27

A motion was made by Weis, seconded by Patnaik, that this 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](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.*