



**TOWN OF CHAPEL HILL**  
**Office of the Town Manager**

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Dear Mayor and Members of the Council,

We are requesting that the Council consider reviewing a concept plan for a proposed Municipal Services Center site at the corner of Martin Luther King Jr. Blvd. and Weaver Dairy Road where Fire Station #4, the fire training center, and the burn tower are currently located.

This project does not meet the threshold for Council review of a concept plan under a Conditional Zoning application, but we would welcome the opportunity to share it in a public forum and receive your feedback.

We anticipate the concept will be reviewed by the Community Design Commission in September and we will hold a Public Information Meeting (online) in early September as well.

Thank you for considering our request.

Sincerely,

Mary Jane Nirdlinger, Assistant Town Manager

Cc: Chris Blue, Police Chief  
Vence Harris, Fire Chief  
Phil Fleischmann, Director of Parks and Recreation