



# TOWN OF CHAPEL HILL

## Planning Commission

### Action 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

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**Tuesday, February 2, 2021**

**7:00 PM**

**Virtual Meeting**

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### 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\\_V1tsXM0ZQIW3R-IbNYjNHQ](https://us02web.zoom.us/webinar/register/WN_V1tsXM0ZQIW3R-IbNYjNHQ)

After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 865 9313 9741

### Opening

### Roll Call

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

*Secretary reads procedures into the record*

### Approval of Agenda

Chair Everhart requested an amendment to add a discussion regarding subcommittees to the end of the agenda. A motion was made by Vice-Chair Baxter, seconded by Bench, to approve the agenda as amended.

### 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.

Losos provided an update on a Certificate of Appropriateness application for the University Inn project, which was presented to the Community Design Commission. Rees also provided an update on the Bus Rapid Transit project that was presented to the Transportation and Connectivity Advisory Board.

## **Petitions**

### **Approval of Minutes**

2. Planning Commission Action Minutes for January 19, 2021 [\[21-0079\]](#)

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

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

### **Old Business**

3. Ongoing discussion regarding 1200 MLK [\[21-0080\]](#)

A discussion was held regarding the ongoing 1200 MLK project and communication to Council. The Chair of the Community Design Commission, Susana Dancy, was also present and shared the concerns of the CDC. A Joint Advisory Board meeting between the two commissions was proposed for Thursday, February 11th at 6:30 PM.

A motion was made by Rees, seconded by Vice-Chair Baxter, that the Planning Commission hold a Joint Advisory Board meeting with the Community Design Commission regarding the 1200 MLK project. The motion passed by the following vote:

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

### **New Business**

4. Discussion of Conditioned Self-Storage Use [\[21-0081\]](#)

A discussion was held regarding the conditioned self-storage use listed in the Land Use Management Ordinance. Concern was raised over the ability of developers to pursue conditioned self-storage in the OI-2 zoning district.

A motion was made by Rees, seconded by McCullough, that the Planning Commission make a petition to the Town Council to remove conditioned self-storage from the Land Use Matrix as an accessory use in the OI-2 and PD-MU zoning districts. The motion passed by the following vote:

**Aye:** 8 - Chair Michael Everhart, Vice-Chair James Baxter, Elizabeth Losos, Melissa McCullough, John Rees, Louie Rivers, Elizabeth Webber, and Stephen Whitlow

**Nay:** 1 - Neal Bench

**5. Discussion of Planning Commission approach to LUMO [\[21-0082\]](#)**

A discussion was held regarding the upcoming Land Use Management Ordinance rewrite. Chair Everhart requested that Alisa Rogers be invited to a future meeting to answer questions raised by the Commission. Further discussion will be held at the upcoming Planning Commission retreat, tentatively scheduled to occur in March.

**6. Discussion of Planning Commission Subcommittees [\[21-0078\]](#)**

A discussion was held regarding the currently active subcommittees. Chair Everhart requested that all the subcommittees and their members be identified, and that they be recorded in a publicly-accessible list. The identified subcommittees were as follows:

Payment-in-Lieu Subcommittee  
 - Chair Everhart, Whitlow, Rees

Climate Action Plan Subcommittee  
 - Losos, McCullough, Nilsen, Rees, Vice-Chair Baxter

Short-Term Rental Subcommittee  
 - INACTIVE

S Columbia St Annex Subcommittee  
 - Vice-Chair Baxter, McCullough, Webber, Whitlow

*Adjournment*

Next Meeting - February 16, 2021

Prior to adjournment, Sudol announced that he had accepted a new position with the Town and that the next Planning Commission meeting would be his last. A replacement staff liaison will be introduced at the next meeting.

A motion was made by McCullough, seconded by Bench, to adjourn the meeting.

*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](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.*