



TOWN OF CHAPEL HILL

Housing Advisory Board

Action Minutes

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

Chair Kayla Prestwood
Vice-Chair Tai Huynh
Jared Brown-Rabinowitz
Laura Cowan
Letitia Davison

Anne Hoole
Dawna Jones
Mary Jean Seyda
Jim Yamin

Tuesday, March 12, 2019

6:30 PM

RM 102 | First Floor Conf. Room

Opening

Roll Call

Staff: Sarah Osmer Vinas, Assistant Director, Office for Housing and Community
Nate Broman-Fulks, Affordable Housing Manager

Present 6 - Vice-Chair Tai Huynh, Jared Brown-Rabinowitz, Anne Hoole,
Dawna Jones, Mary Jean Seyda, and Jim Yamin

Absent 3 - Chair Kayla Prestwood, Laura Cowan, and Letitia Davison

Approval of Agenda

A motion was made by Seyda, seconded by Brown-Rabinowitz, to approve the agenda. The motion carried by a unanimous vote.

Announcements

Petitions

Approval of Minutes

1. February 12, 2019 Draft Action Minutes [\[19-0217\]](#)

A motion was made by Jones, seconded by Hoole, that the Draft Action Minutes for the February 12, 2019 Housing Advisory Board Meeting be approved as written. The motion carried by a unanimous vote.

Old Business

2. Affordable Housing Bond Application and Evaluation Process [\[19-0218\]](#)

Staff presented a draft Affordable Housing Common Funding Application and a draft Scoring Rubric for Affordable Housing Bond funds and the Town's other local affordable housing funding sources. HAB members provided feedback on the draft documents. Staff noted feedback for incorporation into the documents and stated the documents will be revised and brought back to HAB for their April meeting.

New Business

3. Rogers Road Zoning Initiative

[\[19-0219\]](#)

Planning Operations Manager, Judy Johnson, gave a brief presentation introducing the Town's plans to establish new zoning in the Historic Rogers Road Area and invited the Board to participate on March 19th in the Council Chambers from 6-7 p.m. (drop-in session) and 7-8 p.m. (presentation to the Planning Commission). Johnson also shared a brief update about the Eastowne Master Plan, noting the interest in having the Board appoint representatives for that 18-24 month process. The kickoff meeting will take place on March 25th at the Library.

4. Affordable Housing Updates from Staff

[\[19-0220\]](#)

Staff provided updates to HAB members on several affordable housing related programs and projects, including:

1. Employee Housing Program has kicked off and several applications have already been received.
2. A Request for Qualifications for potential development partners for the 2200 Homestead Road Mixed Income Development project was released and responses are due by April 12.
3. Staff have received and are currently reviewing proposals received through a Request for Proposals process for engineering analysis of three parcels of Town-owned land prioritized for affordable housing development.
4. Council approved the HAB's recommended funding plan for the Affordable Housing Development Reserve to support Community Home Trust's and Habitat for Humanity's funding requests.
5. Affordable housing related items going to Council before HAB's next meeting:
 - a) Exploration of Affordable Housing Strategies for the Blue Hill District
 - b) Orange County Partnership to End Homelessness Update
 - c) Community Development Block Grant Public Forum
 - d) Public Housing Master Plan Update

Adjournment

Next Meeting - April 9, 2019

A motion was made by Jones, seconded by Yamin, 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 and Development Services Department at 919-969-5066; 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.