



TOWN OF CHAPEL HILL

Community Design Commission

Meeting Minutes

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

John Weis, Chair
Susan Lyons, Vice Chair

Patrick Brennan
Heather Washburn

Tuesday, February 25, 2025

5:30 PM

Virtual Meeting

Language Access Statement

For interpretation or translation services, call 919-969-5105.

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉-၅၁၀၅ ကိုဖုန်းခေါ်ပါ။

Para servicios de interpretación o traducción, llame al 919-969-5105.

လၢတၢ်ကတိၤကျိးထံ မ့တမၢ် လၢတၢ်ကွဲးကျိးထံအတၢ်မၤစၢၤအဂီၢ် ၶ် ကိးဘၣ် (၉၁၉)-၉၆၉-၅၁၀၅

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919-969-5105.

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_68yjKMnvTfmBvILcVAywLQ After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 850 8946 6427

Opening

Roll Call

Present 4 - Chair John Weis, Vice-Chair Susan Lyons, Patrick Brennan,
and Heather Washburn

Approval of Agenda

A motion was made by Washburn, seconded by Vice-Chair Lyons, that the agenda be approved as presented. The motion carried by a unanimous vote.

Announcements

No announcements were noted at time of agenda release.

Petitions

No petitions were noted at time of agenda release.

Approval of Minutes

1. January Minutes DRAFT

[\[25-0085\]](#)

Commission is asked to receive and consider action on the provided January minutes report.

A motion was made by Chair Weis, seconded by Vice-Chair Lyons, that the January minutes be approved with additional clarity related to comments about the scale related to Chapel Hill Corssing. The motion carried by a unanimous vote.

Consent Agenda

A motion was made by Brennan, seconded by Washburn, that the Consent Agenda be approved as presented. The motion carried by a unanimous vote.

2. University Place-Tenant Space

[\[25-0086\]](#)

Commission is asked to receive, review and consider approval of this consent agenda item. This phase of University Place is nearing completion. This elevation modification was noted during the final Planning/Zoning inspection and was a result of a required structural beam inside the building.

Please note that an action is not required for this project. However, Staff would request an action of approval for the constructed modification noted.

3. 119 Bennett Way

[\[25-0087\]](#)

Commission is asked to receive, review and consider approval of this consent agenda item. This project has finalized (2) updates that will require a commission action. The (2) updates include finalizing the transformer enclosure and related building elevation as well as a final elevation modification to the facade fronting the traffic circle. Page (8) provides the prior and updated Bennett Way Elevation and Page (9) provides the prior and updated Traffic Circle elevation. Rev clouds are included to help guide the commission through the proposed changes.

This is a Blue Hill project that will require an update to the already existing Certificate of Appropriateness that was last updated in June, 2024. Actions could include approval, approval w/ conditions or denial. Staff request that the commission approve this project as part of the consent agenda.

New Business

4. 200 Perkins [\[25-0088\]](#)
Elevation Review

Commission is asked to receive, review and consider approval of the proposed building elevation modifications.

The governing SUP does request commission approval for any building elevations modifications.

A motion was made by Washburn, seconded by Vice-Chair Lyons, that the project be approved with the condition noted. The motion carried by a unanimous vote.

1. Brick remain unpainted.

5. Hillmont [\[25-0089\]](#)
Elevation/Lighting

Commission is asked to receive, review and consider action on the final plans. This review includes site design standards, building elevations and site lighting.

Council action required the applicant to seek commission comment on the proposed design standards and review of the building elevations and site lighting. An official action is not required from the commission, but comments on the standards have been requested by Council.

No motion/action was required or requested. The Chair has updated those comments. A final approval will occur at the March meeting.

6. LUMO Design Standards [\[25-0097\]](#)

The attached staff report was shared with the Town Council on February 10, 2025. Staff will present on the information shared in the report and receive feedback from the Commission.

No motion/action was required or requested. The Chair has updated those comments. A final approval will occur at the March meeting.

Adjournment

Next Meeting - Tuesday, March 25

A motion was made by Washburn, seconded by Brennan, that the meeting adjourn @ 8:53. 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.