



# TOWN OF CHAPEL HILL

## Town Council

### Meeting Minutes - Draft

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

Mayor Jessica Anderson  
Mayor pro tem Amy Ryan  
Council Member Camille Berry  
Council Member Melissa McCullough  
Council Member Paris Miller-Foushee

Council Member Theodore Nollert  
Council Member Adam Searing  
Council Member Elizabeth Sharp  
Council Member Karen Stegman

Wednesday, November 13, 2024 6:00 PM RM 110 | Council Chamber

#### Language Access Statement

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

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉-၅၁၀၅ ကို ဖုန်းခေါ်ပါ။

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

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如需口头或  
书面翻译服  
务，请拨打  
919-969-5105.

#### In-Person Meeting Notification

View the Meeting

- View and participate in the Council Chamber.
- Live stream the meeting - <https://chapelhill.legistar.com/Calendar.aspx>
- Spectrum is replacing 1998 encoder that transmits programming to cable channel 18. It remains offline until complete.
- The Town of Chapel Hill wants to know more about who participates in its programs and processes, including Town Council meetings.
- Participate in a voluntary demographic survey before viewing online or in person - <https://www.townofchapelhill.org/demosurvey>

#### Parking

- Parking is available at Town Hall lots and the lot at Stephens Street and Martin Luther King Jr. Boulevard.
- See <http://www.parkonthehill.com> for other public lots on Rosemary Street
- Town Hall is served by NS route and T route, and GoTriangle Routes of Chapel Hill Transit.

#### Entry and Speakers

#### Town Council

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November 13, 2024

- Entrance on the ground floor.
- Sign up at the meeting starting at 5:30 PM with the Town Clerk to speak.
- If more than 14 people sign up for an item, Council will reduce speaking time from 3 minutes to 2 min./person.
- Please do not bring signs.

#### ROLL CALL

All Council Members were present.

**Present:** 9 - Mayor Jessica Anderson, Mayor pro tem Amy Ryan, Council Member Camille Berry, Council Member Paris Miller-Foushee, Council Member Adam Searing, Council Member Karen Stegman, Council Member Theodore Nollert, Council Member Melissa McCullough, and Council Member Elizabeth Sharp

#### OTHER ATTENDEES

Town Manager Chris Blue, Deputy Town Manager Mary Jane Nirdlinger, Deputy Town Manager Loryn Clark, Town Attorney Ann Anderson, Communications and Marketing Director Susan Brown, Planning Director Britany Waddell, Planning Manager Corey Liles, Senior Planner Charnika Harrell, Principal Planner of Historic Preservation Anya Grahn-Federmack, Affordable Housing and Community Connections Director Sarah Viñas, Affordable Housing and Community Connections Manager Emily Holt, Funding Programs Coordinator Melissa Peters, Fire Marshal Tony Massey, Police Officer Osborne, Assistant Town Clerk Brenton Hodge.

#### OPENING

0.01. Mayor Anderson regarding recent national election. [\[24-0535\]](#)

Mayor Anderson called the meeting to order at 6:00 p.m. She spoke about the recent national election and acknowledged that many people were feeling discouraged and worried. She expressed optimistic about what the Chapel Hill community would be able to do together, however, and said that local municipalities had an opportunity to build trust and set an example for good governance. She also expressed gratitude to the Chapel Hill community for overwhelmingly supporting a 2024 bond, and for helping to elect strong state leaders.

0.02. Recognize Carla Burnette for the 2024 Cal Horton Award. [\[24-0536\]](#)

Mayor pro tem Ryan read a proclamation that recognized Carla Burnette, who had received the 2024 Carl Horton Award by which Town employees annually recognize outstanding staff members. Ms. Burnette -- an administrative coordinator in the Technology Department who had been with the Town for 31 years -- had been described as indispensable, Mayor pro tem Ryan read. The proclamation thanked Ms. Burnette for her service to the community.

0.03. Recognized Linda and Brian Sanders as extra milers in Chapel Hill. [\[24-0537\]](#)

Mayor Anderson read a proclamation that declared November 13, 2024, to be "Extra Mile Day" and recognized the positive impact of community members who had made the world a better place. The proclamation recognized Linda and Brian Sanders, East Chapel Hill Rotary Green Team members, for driving a clean-up effort that had collected 1,067 bags of litter and led to the Rotary adopting a roadway.

0.04. Recognizing Town Staff for their support efforts in Western NC [\[24-0538\]](#)

Mayor Anderson said that the Town's Emergency Management Team -- consisting of Fire, Police, Public Works, and Parks and Recreation employees -- had been assisting with recovery efforts in western North Carolina following Hurricane Helene. The Town was proud of those employees and the mayors of Asheville, Boone and other impacted communities had expressed deep gratitude for their efforts as well, she said.

#### ANNOUNCEMENTS BY COUNCIL MEMBERS

0.05. Mayor Anderson regarding upcoming town events. [\[24-0539\]](#)

Mayor Anderson said that "Rewriting Our Rules" meetings regarding the Land Use Management Ordinance would be held virtually at 4:30 p.m. and 6:30 p.m. on November 18th and at noon on November 21st. The next regular Council meeting would occur on November 20, 2024, at 6:00 p.m., she said.

#### PUBLIC COMMENT FOR ITEMS NOT ON PRINTED AGENDA AND PETITIONS FROM THE PUBLIC AND COUNCIL MEMBERS

Petitions and other similar requests submitted by the public, whether written or oral, are heard at the beginning of each regular meeting. Except in the case of urgency and unanimous vote of the Council members present, petitions will not be acted upon at the time presented. After receiving a petition, the Council shall, by simple motion, dispose of it as follows: consideration at a future regular Council meeting; referral to another board or committee for study and report; referral to the Town Manager for investigation and report; receive for information. See the Status of Petitions to Council webpage to track the petition. Receiving or referring of a petition does not constitute approval, agreement, or consent.

0.06. Margaret Moore regarding the Parks, Greenways, and Recreation Commission. [\[24-0540\]](#)

Margaret Moore, vice chair of the Parks Greenway and Recreation

Commission but speaking as a citizen, addressed the potential repeal of some Town boards and commissions. She agreed that the Town needed to think creatively about having more equal representation but eliminating that Commission would create problems such as a potential loss of future grant funding, she said.

This item was received as presented.

0.07. Dr. Michelle Laws regarding CHC Public Housing Legacy Group request for mural at Hargraves Center. [\[24-0541\]](#)

Dr. Michelle Laws, speaking on behalf of the Chapel Hill-Carrboro Public Housing Legacy Group, petitioned the Council to establish a mural on the Hargraves Community Center wall. The mural should reflect the contributions that African American legacy residents had made to the Town, she said.

A motion was made by Mayor pro tem Ryan, seconded by Council Member Miller-Foushee, that the Council received and referred the petitions to Town Managers and Mayor. The motion carried by a unanimous vote.

#### CONSENT

Items of a routine nature will be placed on the Consent Agenda to be voted on in a block. Any item may be removed from the Consent Agenda by request of the Mayor or any Council Member.

adopted.

#### Approval of the Consent Agenda

A motion was made by Council Member Berry, seconded by Council Member Miller-Foushee, that R-1 as amended without item 4 be adopted, which approved the Consent Agenda. The motion carried by a unanimous vote.

1. Approve all Consent Agenda Items [\[24-0520\]](#)  
This resolution(s) and/or ordinance(s) was adopted and/or enacted.
2. Award a Bid and Authorize the Town Manager to Execute a Contract for the Reconstruction of the Skatepark at Homestead Park. (content added 11/11/24) [\[24-0521\]](#)  
This resolution(s) and/or ordinance(s) was adopted and/or enacted.
3. Designate Officials to Make Recommendations on ABC Permit Applications [\[24-0522\]](#)  
This resolution(s) and/or ordinance(s) was adopted and/or enacted.
4. Award the Same Pay Increase Approved for all Employees to [\[24-0523\]](#)

the Town Attorney

Mayor Anderson said that this item had been removed for clarification of technical information and should return the following week.

This matter was deferred.

5. Adopt a Calendar of Council Meetings through June 2025 [\[24-0524\]](#)

This resolution(s) and/or ordinance(s) was adopted and/or enacted.

## DISCUSSION

### LAND USE MANAGEMENT TEXT AMENDMENT(S)

6. Close the Legislative Hearing: Land Use Management Ordinance (LUMO) Text Amendment to Address Technical Corrections in Article 3, Table 3.7-1: Use Matrix. [\[24-0525\]](#)

Principal Planner Anya Grahn-Federmack explained that this item pertained to very technical and detailed corrections to LUMO text amendments and that no major changes were being proposed. She said that the Council had opened a legislative hearing on October 9, 2024, and she recommended that the Council close that hearing, adopt Resolution 6, and enact Ordinance 1.

A motion was made by Council Member Stegman, seconded by Council Member Miller-Foushee, that the Council Close the Legislative Hearing. The motion carried by a unanimous vote.

A motion was made by Council Member Stegman, seconded by Council Member Miller-Foushee, that the Council adopted R-6. The motion carried by the following vote:

A motion was made by Council Member Stegman, seconded by Council Member Berry, that the Council enacted O-1. The motion carried by a unanimous vote.

### Continued Discussion

7. Public Forum: Housing and Community Development Needs Assessment for the Community Development Block Grant Program [\[24-0526\]](#)

Funding Programs Coordinator for Affordable Housing and Community Connections Melissa Peters asked the Council to open a public forum on use of Community Development Block Grant (CDBG) funding from the US Department of Housing and Urban Development (HUD). The Council's comments would help staff develop goals for the 2025-2026 CDBG Action

Plan and a five-year 2025-2029 Consolidated Plan, she said.

Ms. Peters outlined the HUD requirements for CDBG funding, which the Town had been receiving annually for nearly 50 years. She reviewed conditions for approval and said that the Town had typically received about \$420,000 annually. Staff would hold a second forum in April and Council action would be expected in May 2025, she said.

This item was received as presented.

### CONCEPT PLAN REVIEW(S)

Concept Plans: Presentations for Concept Plans will be limited to 15 minutes.

Concept Plan review affords Council members the opportunity to provide individual reactions to the overall concept of the development which is being contemplated for future application. Nothing stated by individual Council members this evening can be construed as an official position or commitment on the part of a Council member with respect to the position they may take when and if a formal application for development is subsequently submitted and comes before the Council for formal consideration.

As a courtesy to others, people speaking on an agenda item are normally limited to three minutes. Persons who are organizing a group presentation and who wish to speak beyond the three minute limit are requested to make prior arrangements through the Mayor's Office by calling 968-2714.

8. Concept Plan Review: 701 Martin Luther King Jr. Boulevard [\[24-0527\]](#)

Senior Planner Charnika Harrell introduced a concept plan for a project at the corner of East Longview Street and Martin Luther King Jr. Boulevard (MLK). She noted the Complete Community considerations that the Council should keep in mind while hearing the applicant's presentation. The Council was being asked to adopt Resolution 8, which would transmit comments to the applicant, she said.

Bryan Boylos, representing Landmark Properties, a Georgia-based Real Estate development company, gave a PowerPoint presentation on the concept for a 6- to 8-story, multi-family project on a 1.8-acre site. The concept plan proposed an entrance from Longview Street. He showed a drawing of a potential community gathering space at the corner and emphasized the importance of having that be inviting to the community.

Mr. Boylos said that the property was located in Sub-Area C of the South MLK Focus Area, a location where multi-family was a primary use. He proposed buildings of up to eight stories, with an activated street frontage, and showed a drawing of the proposed massing. He described

three levels of parking, which included one below-grade. He discussed the Town's bus rapid transit (BRT) plans and said that Landmark Properties was committed to the Chapel Hill's sustainability requirements.

Mr. Boylos proposed a few affordable housing options. These included: master leasing units to the Town; providing a minimum of seven percent of total units; or, buying land and contributing that to a local affordable housing developer. Landmark Properties was also vetting the idea of including affordable retail and/or affordable co-working space, he said.

Council Members verified that the applicant would provide a biologist's report on two drainageways on the site. They confirmed that the proposed 8-story building would appear to be 6 stories at some locations due to the site's topography. They also confirmed that a traffic study of Longview Street was being conducted.

Mr. Boylos said that the distance between the back of the proposed building and neighboring duplexes was 30 feet from the property line and about 60 feet from the building itself. The general size, configuration and mix of units had not been definitely determined, but Landmark expected to have studios, 1-, 2-, 3- and 4-bedroom units, he said.

In response to a question from Mayor pro tem Ryan, Town Attorney Ann Anderson explained that, in general, configuration of interior space was not within the Town's legislative purview.

The Council asked the applicant to return with a more fleshed out affordable housing plan that included more units on site. They agreed that the proposed density made sense on that transit corridor. Several Council Members asked for less parking, given the proximity to transit, and some suggested decoupled parking from rent. Mayor Anderson pointed out, though, that the Town would not want parking to spill over into the neighborhood.

Council Members expressed support for having a plaza as a gathering spot and said that adding a coffee shop, for example, would add to its sense of place. They emphasized the importance of installing shade trees and other greenery in that area. Several spoke in favor of having a courtyard, rather than a pool, and they all said that a leasing office would not qualify as activated street frontage.

Several Council Members praised the idea of including affordable business and/or co-working space. Some wanted the design to be less attractive to students, but others thought that the location was a good place for students as well as workforce housing and others. Mayor Anderson spoke in favor of housing that anyone could live in rather than only one demographic.

All Council Members asked the applicant to follow Urban Designer Brian Peterson's recommendations. Council Member Ryan said that a proposed cantilever roof did not extend far enough. She proposed making that bigger or stepping the building back, and others agreed with the need to create a more human scale building with step-backs.

Mayor Anderson said, in summary, that Council generally supported the proposed use and density. She advised the applicant to think about street step-backs, a more aggressive affordable housing plan, and options for retail and co-working.

A motion was made by Council Member Berry, seconded by Council Member Miller-Foushee, that the Council adopted R-8. The motion carried by the following vote:

#### **REQUEST FOR CLOSED SESSION TO DISCUSS ECONOMIC DEVELOPMENT, PROPERTY ACQUISITION, PERSONNEL, AND/OR LITIGATION MATTERS**

A motion was made by Mayor pro tem Ryan, seconded by Council Member Stegman, that the Council entered Into closed session as authorized by General Statute Section 143-318.11 318.11(a)(6) to discuss a personnel matter. The motion carried by a unanimous vote.

#### **ADJOURNMENT**

This meeting was recessed at 7:09 p.m. The Council went into closed session and adjourned the meeting at the end of the session.