



TOWN OF CHAPEL HILL

Housing Advisory Board

Action Minutes

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

Chair Sue Hunter
Vice Chair Dustin Mills
Anne Hoole
Alice Jacoby

Brandon Morande
Anthony Parrish
Mary Jean Seyda

Thursday, October 14, 2021

6:30 PM

Virtual Meeting

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

Opening

Roll Call

Present 5 - Chair Sue Hunter, Vice-Chair Dustin Mills, Alice Jacoby, Brandon Morande, and Anthony Parrish
Absent 2 - Anne Hoole, and Mary Jean Seyda

Approval of Agenda

A motion was made by Jacoby, seconded by Parrish, that the agenda be approved. The motion carried by a unanimous vote.

Announcements

Petitions

Approval of Minutes

1. September 14, 2021 Draft Action Minutes

[\[21-0753\]](#)

A motion was made by Morande, seconded by Jacoby, that the Minutes be amended to update the list of HAB members to include the new HAB members and approve as amended. The motion carried by a unanimous vote.

Concept Plan Reviews

2. Stanat's Place Concept Plan

[\[21-0754\]](#)

Key points made by members of the Housing Advisory Board during its review of the concept plan include:

- Encouraged developer to include closer to 15% of market rate units as affordable, and/or to provide more units at or below 65% AMI.
- Encouraged developer to provide a more diverse housing mix, including smaller units, to appeal to and be inclusive of more varied household types.
- Requested that developer provide project financials to support requested exemptions to the Town's Inclusionary Zoning ordinance.

Several members of the public spoke on the concept plan:

- Appreciate that the affordable units are dispersed throughout the site plan.
- Encourage wider setbacks to provide more privacy between the new and existing units.
- Concern that investors will purchase units and rent them to students.
- Concern that having garages face the street will worsen traffic and create barriers on the sidewalk from parked cars.
- Speakers also expressed concern about traffic, tree removal, and increased stormwater runoff.

3. 710 N Estes Townhomes Concept Plan

[\[21-0755\]](#)

Key points made by members of the Housing Advisory Board during its review of the concept plan include:

- Asked whether the developer had considered including more variety of housing types in their plan to make the ideal location accessible to and inclusive for a wider variety of households - e.g., stacked condos, multifamily buildings.
- Suggested offering rental units in addition to for sale townhomes to diversify the housing mix and income levels served.
- Expressed support for the developer providing options to Council with varying price points and number of units.
- Suggested the developer talk to the Community Home Trust to get feedback about the local need.
- Emphasized the need to facilitate connectivity to surrounding developments.

One member of the public spoke on the concept plan. This person encouraged the applicant to create a community serving a wide range of incomes given the great need for affordable housing in Chapel Hill.

New Business

4. Review Affordable Housing Development Reserve Applications[\[21-0756\]](#)

Housing and Community staff walked through the preliminary proposed scores for the five applications for AHDR funding. HAB members clarified and finalized the scores for each project.

Because there was a shortfall of \$244,716 between the total amount requested and available, HAB members determined a strategy for how to allocate the limited funds. Representatives from each of the applicant teams responded to questions from the HAB about their applications.

The HAB's final funding recommendations include:

- Fully fund CASA's request for \$300,000 to go toward the UNC-Horizons units within the 2200 Homestead Road mixed-income affordable housing development.
- Fully fund EmPOWERment's request for \$187,000 for the acquisition of a rehabilitated duplex on Lindsay St in the Northside Neighborhood.
- Partially fund EmPOWERment's request for \$61,111 to move a house to Gomains St. The recommended funding amount was \$26,395.
- Due to insufficient funding, the HAB did not recommend funding the Habitat for Humanity Weiner Street property acquisition in the amount of \$150,000 or the Community Home Trust Graham St acquisition in the amount of \$60,000. The HAB recognized that land acquisition is a high priority and discussed if the Town could consider funding this project from another affordable housing funding source.

A motion was made by Vice-Chair Mills, seconded by Chair Hunter, that the HAB approve recommending this funding plan to Town Council.

5. Review Results and Consider Recommendations for the Employee Housing Program[\[21-0757\]](#)

Housing and Community staff briefed HAB members on recommended changes to the Employee Housing Program intended to find ways to increase use of the program by expanding program eligibility, increasing incentive amounts and flexibility, and enhancing outreach and engagement to employees.

HAB members indicated support for addressing barriers to utilizing the program, like making more than a one-time payment and/or expanding the eligible area for purchasing a home beyond Chapel Hill. Members were uncertain what extended boundary distance they were comfortable with, but agreed that the program should focus on equitably bringing employees closer to Chapel Hill and the amenities it offers. HAB members also noted that paying employees more would allow them to better afford to live closer to their work.

6. Affordable Housing Annual Report[\[21-0758\]](#)

Housing and Community staff shared that the affordable housing annual report is available and will be presented to Council this fall.

Adjournment

Next Meeting - November 9, 2021

A motion was made by Vice-Chair Mills, seconded by Jacoby, 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 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.