



TOWN OF CHAPEL HILL

Planning Commission

Action Minutes

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

Chair John Rees
Vice-Chair Louie Rivers
James Baxter
Neal Bench
Michael Everhart

Melissa McCullough
Whit Rummel
Elizabeth Webber
Stephen Whitlow

Tuesday, September 1, 2020

7:00 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:

https://us02web.zoom.us/webinar/register/WN_1zv0A-TcQOWrEcBm3iflhw

After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 884 7675 7858

Opening

Roll Call

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

Secretary reads procedures into the record

Approval of Agenda

A motion was made by McCullough, seconded by Baxter, to approve the agenda.

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.

Chair Rees shared that the Transportation and Connectivity Advisory Board was unable to make quorum at the last meeting, so a special meeting will be held on September 10th.

Whitlow shared that the Housing Advisory Board recommended approval of the Conditional Zoning application for Bridgepoint.

Petitions

Approval of Minutes

2. Planning Commission Action Minutes from August 18, 2020

[\[20-0546\]](#)

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

Aye: 8 - Chair John Rees, Vice-Chair Louie Rivers, James Baxter, Neal Bench, Michael Everhart, Whit Rummel, Elizabeth Webber, and Stephen Whitlow

Abstain: 1 - Melissa McCullough

New Business

3. Consider an Application for Special Use Permit Minor

[\[20-0547\]](#)

Modification - Charterwood, 1701 Martin Luther King Jr. Blvd.

A motion was made by Bench, seconded by Rummel, that the Special Use Permit Modification be recommended for approval. McCullough offered a friendly amendment to include a recommendation that Town Council consider a reduction of parking spaces and impervious surface as part of the approval. The motion carried by the following vote:

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

4. Consider a Land Use Management Ordinance Text Amendment
- Section 5.14.4 Campaign Signs

[\[20-0549\]](#)

A motion was made by Bench, seconded by Everhart, that the Resolution of Consistency be recommended for approval. The motion carried by the following vote:

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

A motion was made by Bench, seconded by McCullough, that Ordinance A be recommended for approval. The motion carried by the following vote:

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

- 5. Consider a Land Use Management Ordinance Text Amendment [\[20-0548\]](#)
 - Proposed Changes to Articles 3 and 4 to Expand Conditional Zoning Due to COVID-19 & State Statute 160D

A motion was made by McCullough to recommend approval of the Resolution of Consistency, with an additional recommendation that Council consider adding flexibility regarding on-street parking. Everhart offered a friendly amendment to remove the recommendation regarding parking flexibility, seconded by Bench. The motion carried by the following vote:

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

A motion was made by Bench, seconded by Baxter, that Ordinance A be recommended for approval. The motion carried by the following vote:

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

- 6. Review Applications for Upcoming Planning Commission Vacancies [\[20-0550\]](#)

One candidate was interviewed by the Planning Commission. A special meeting was scheduled for Monday, September 14th from 5:15pm to 6:45pm to allow other candidates an opportunity to interview.

Adjournment

Next Meeting - September 14, 2020

A motion was made by Bench, seconded by McCullough, 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 for more information on the above referenced applications.

See the Advisory Boards page <http://www.townofchapelhill.org/boards> for background information on this Board.