



**Historic District Commission**  
**Design Principles & Standards – July 20, 2021**

**Summary Report**

TOWN OF CHAPEL HILL PLANNING DEPARTMENT  
 Anya Grahn, Senior Planner  
 Jake Lowman, Senior Planner  
 Judy Johnson, Assistant Planning Director

**STAFF RECOMMENDATION**

That the Historic District Commission (HDC) review and take action on the proposed changes to photos suggested by the Commissioners.

**BACKGROUND & PROJECT OVERVIEW**

On March 18, 2021, the Historic District Commission adopted the Design Principles & Standards with a condition of approval that the Commission would review changes to a set of twelve (12) photos at the April 13, 2021 meeting.

**SUMMARIZED PROJECT TIMELINE**

A full list of meeting dates and materials, draft Design Principles & Standards, and public comment is available on the project webpage: <https://chplan.us/HDGuidelineRevisions>.

Date	Action
<b>November 12, 2019</b>	HDC appoints three members to serve on HDC subcommittee
<b>February 17, 2020</b>	Committee Meeting to establish goals for revising the Design Principles & Standards
<b>February 17, 2020</b>	Public Information Meeting to receive community feedback on the project
<b>March – June 2020</b>	Draft revisions shared with HDC Committee and community members online and via email for individual reviews and feedback
<b>July – November 2020</b>	Committee met to discuss different topics related to the project. Each meeting provided an opportunity for public input.
<b>October – November 2020</b>	Staff and Committee Chair Angela Stiefbold provided updates on the Design Principles & Standards to the HDC and requested HDC input on specific topics.
<b>November 24, 2020</b>	Draft text of Design Principles & Standards was made available.
<b>December 16, 2020</b>	Last Committee meeting for final input and discussion of outstanding topics
<b>December 21, 2020</b>	Deadline for HDC members and public to provide edits on the draft Design Principles & Standards.
<b>January 12, 2021</b>	<a href="#">Draft Formatted Design Standards- Draft 1</a> <sup>1</sup> published online for HDC and community review
<b>January 13, 2021</b>	<a href="#">Project Update to Town Council</a> <sup>2</sup>
<b>January 19, 2021</b>	<a href="#">Historic District Open House - Virtual</a> <sup>3</sup> . Staff received feedback on the Draft Formatted Design Standards – Draft 1 from community members.
<b>January 21, 2021</b>	<a href="#">HDC Meeting – Virtual</a> <sup>4</sup> . HDC reviewed and discussed amendments to the Draft Formatted Design Standards – Draft 1.
<b>January 28, 2021</b>	<a href="#">HDC Meeting – Virtual</a> <sup>5</sup> . HDC reviewed and discussed amendments to the Draft Formatted Design Standards – Draft 1.

<sup>1</sup> [https://townhall.townofchapelhill.org/large\\_docs/DesignStandards1.11.21.pdf](https://townhall.townofchapelhill.org/large_docs/DesignStandards1.11.21.pdf)

<sup>2</sup> <https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4748145&GUID=759BF9F7-FC7C-40C1-96BD-88E9C3A3E754>

<sup>3</sup> <https://www.townofchapelhill.org/Home/Components/Calendar/Event/18310/15>

<sup>4</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=829612&GUID=234D32F2-FF9F-4CA4-AF24-196C4DB0007E&Options=info&Search=>

<sup>5</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=829618&GUID=B13B539A-9F4D-4B7F-9D30-A3489C7F4018&Options=info&Search=>

<b>February 9, 2021</b>	<a href="#">HDC Meeting- Virtual</a> <sup>6</sup> . HDC voted on a list of specified amendments to the Draft Formatted Design Standards – Draft 1.
<b>February 15, 2021</b>	The Town’s contract with SHPO and HMW Preservation expired.
<b>February 23, 2021</b>	<a href="#">Draft Formatted Design Standards- Final Draft</a> made available online.
<b>March 18, 2021</b>	HDC adoption of the Design Principles & Standards

**Exhibits**

1. [Final Draft of the Design Principles & Standards](#)<sup>7</sup>

---

<sup>6</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=829622&GUID=69F4130A-910F-44C9-83D3-FF79EFDB0D03&Options=infoI&Search=>

<sup>7</sup> [https://townhall.townofchapelhill.org/large\\_docs/historic\\_district/CHDG%20-%20Final%20Draft%20-%202.22.2021.pdf](https://townhall.townofchapelhill.org/large_docs/historic_district/CHDG%20-%20Final%20Draft%20-%202.22.2021.pdf)