

From: Roger Stancil
Sent: Tuesday, February 20, 2018 10:19 PM
To: Allen Buansi; Donna Bell; Hongbin Gu; Jeanne Brown; Jess Anderson; Karen Stegman; Town Council; Michael Parker; Nancy Oates; Pam Hemminger; Rachel Schaevitz; Roger Stancil; Ross Tompkins
Cc: CHRIS BLUE; Loryn Clark; Amy Harvey; Beth Vazquez; Carolyn Worsley; Catherine Lazorko; Christina Strauch; Dwight Bassett; Flo Miller; Mary Jane Nirdlinger; Rae Buckley; Ralph Karpinos; Ran Northam; Roger Stancil; Sabrina Oliver
Subject: Council Question: Item 1: Petitions
Attachments: Housing Advisory Board 02-13-18 Draft Action Minutes.pdf

Council Question: I see multiple petitions under this item. Are we considering multiple petitions, since one petition refers to Appendix Q of the IRC while another refers to Appendix V? What are the differences between these appendices?

Staff Response: *It is reasonable to treat these as two petitions and we are able to track them separately. The Council Member's questions pertain to information that will be submitted to the Council at Wednesday night's meeting, under Item #1 ("[Petitions from the Public and Council Members](#)"). The Council is not required to act on petitions in the same meeting they are received. The Council often moves to receive and refer a new petition to the Mayor and Town Manager for follow-up. This creates an opportunity for gathering additional information at the staff level and consulting with the Town Attorney when necessary, in order to provide a complete response to the petition. Since these petitions for Wednesday include requests to amend the Town's codes and ordinances, we recommend that the Council receive and refer these petitions as described above. Researching the differences between the appendices and providing this information to Council can be incorporated into the follow-up.*

Council Question: Will we just be receiving the petition for tiny homes or will there be a presentation and/or Q&A? The petitioners presented to the HAB last week who then made a recommendation on it. Will that also be shared at this time? Is that the responsibility of staff or the Board liaison?

Staff Response: *The standard Council process is to refer the petition to the Mayor and Manager. Staff will review the petition, the HAB recommendation and any other appropriate information and prepare a report for the Council at a future meeting. The Housing Advisory Board recommendation was included in the Action Minutes forwarded to the Mayor and Council on February 19. A summary of the Board's recommendation is also attached.*

Council Question: I see that the last petition in the "Status of Petitions" document is dated 2/22/16. How does staff determine the length of time to go back to with respect to showing the status of petitions? Is the "Status of Petitions" a list of every petition between now and 2/22/16? If not, then what goes into listing or not listing a petition?

Staff Response: *The petition list includes all open (unresolved) petitions and recently closed petitions. A petition will be removed from the list once a resolution has been reported to Council via a Council Meeting agenda packet and shared with the petitioner. The 2/22/16 petition was referred to the LUMO rewrite process, which is a multi-year undertaking. Once this process has completed to the point that the petition request can be fully addressed, the petition will be closed and removed from the list.*



TOWN OF CHAPEL HILL

Housing Advisory Board

Action Minutes

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

Chair Mary Jean Seyda
Jared Brown-Rabinowitz
Laura Cowan
Letitia Davison
Anne Hoole

Tai Huynh
Kayla Prestwood
Stephen Whitlow
Jim Yamin

Tuesday, February 13, 2018

6:30 PM

RM 102 | First Floor

Opening

Roll Call

Karen Stegman, Council Liaison
Staff: Sarah Vinas, Nate Broman-Fulks, Ed Barberio

Present 8 - Chair Mary Jean Seyda, Jared Brown-Rabinowitz, Laura Cowan, Letitia Davison, Anne Hoole, Tai Huynh, Kayla Prestwood, and Stephen Whitlow

Absent 1 - Jim Yamin

Approval of Agenda

Agenda approved as presented.

A motion was made by Prestwood, seconded by Brown-Rabinowitz, that the agenda be approved. The motion carried by a unanimous vote.

Announcements

No announcements

Petitions

1. Tiny Homes Petition

[\[18-0094\]](#)

Attachments:

- Tiny Homes Petition
- Tiny Homes Event Flyer

· Petition to the Town of Chapel Hill to Make Tiny Homes

A motion was made by Brown-Rabinowitz, seconded by Hoole, that this Petition be recommended for approval. The motion carried by a unanimous vote.

The HAB recommends that the Town evaluate code revisions adopted or being considered by other local governments to make Tiny Homes on Foundations and Moveable Tiny Homes legal, accessible, and affordable, and consider which of these or other options are appropriate for Chapel Hill, and to consider the impact of tiny home permitting on neighborhoods prone to gentrification such as Northside, student housing and code enforcement.

Approval of Minutes

Approval of January 9, 2018 minutes.

A motion was made by Prestwood, seconded by Huynh, that the minutes be approved. The motion carried by a unanimous vote.

2. Draft Meeting Minutes January 2018 [\[18-0116\]](#)

Old Business

3. Affordable Housing Development Reserve Update [\[18-0097\]](#)

Staff shared an update on the Council's approval of the HAB's funding recommendation for AHDR funding. The Council approved \$100,000 for the Community Home Trust and \$700,000 for DHIC.

New Business

4. CASA Multi-Family Development at 800 S. Merritt Mill Road [\[18-0098\]](#)

Review of CASA Merritt Mill Road project. The Applicant presented their plans for the site.

A motion was made by Huynh, seconded by Davison, that the Housing Advisory Board recommends that the Town approve CASA's SUP for the Merritt Mill Road project and look into the transportation and connectivity issues on the Chapel Hill side of the project. The motion carried by a unanimous vote.

5. Mobile Home Park Strategy Update [\[18-0099\]](#)

The staff presented a draft strategy to the board.

6. 2018 Housing Board Priorities**[18-0096]**

Postponed to March 13, 2018 meeting.

Adjournment

Next Meeting - March 13, 2018

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 and Development Services Department at 919-969-5066; 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.