



Town Council
Meeting Minutes - Draft
November 12, 2025, 6:00 PM
RM 110 | Council Chamber

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WELCOME to a COUNCIL MEETING!

We're glad you're here. Want to know more about the meeting logistics,
see <https://www.townofchapelhill.org/at-the-council-meeting>

ROLL CALL

- Present:** 6 - Mayor Jessica Anderson, Council Member Camille Berry, Council Member Paris Miller-Foushee, Council Member Theodore Nollert, Council Member Melissa McCullough, and Council Member Elizabeth Sharp
- Absent:** 2 - Mayor pro tem Amy Ryan, and Council Member Adam Searing

OTHER ATTENDEES

Town Manager Theodore Voorhees, Deputy Town Manager Loryn Clark, Interim Town Attorney James Baker, Strategic Communications and Marketing Executive Director Susan Brown, Zoning Administrator Corey Liles, Senior Planner Charnika Harrell, Planner I Anna Scott Myers, Affordable Housing and Community Connections Director Sarah Viñas, Affordable Housing and Community Connections Manager Emily Holt, Assistant Public Works Director Richard Terrell, Sign & Marking Technician III Dale May, Public Works Engineer III Robert Gehris, Economic Development Director David Putnam, Economic Development Manager Sarah Potter, Police Officer Danny Lloyd, Fire Marshal Chris Covington, Assistant Town Clerk Brenton Hodge, and Deputy Town Clerk Amy Harvey.

OPENING

Mayor Anderson called the meeting to order at 6:00 p.m.

0.01 Mayor Anderson Recognizes Dale May as 2025 Cal Horton Award Winner.

Mayor Anderson recognized Dale May of the Public Works Department as the 2025 Cal Horton Service Award recipient, honoring his 24 years of service and contributions to traffic operations and community events.

ANNOUNCEMENTS BY COUNCIL MEMBERS

0.02 Mayor Anderson Regarding Newly Elected and Re-Elected Council Members.

Mayor Anderson congratulated newly elected and re-elected Council Members Louie Rivers, Wesley McMahon, Camille Berry, and Paris Miller-Foushee that will be sworn into office at the Organizational Meeting scheduled for December 3, 2025 at 6:00 p.m.

0.03 Mayor Anderson Regarding Community Response to SNAP Benefit Loss.

Mayor Anderson thanked the community for helping neighbors impacted by suspension of SNAP benefits.

0.04 Mayor Anderson Regarding Parks and Recreation Listening Session.

Mayor Anderson encouraged the community to mark their calendars for the Parks and Recreation listening session on November 20, 2025 at 6:15 p.m. located at the Seymour Center.

0.05 Mayor Anderson Regarding Next Council Meeting and Holiday Parade.

Mayor Anderson mentioned the next upcoming Council meeting scheduled for November 19, 2025 and the Holiday Parade on December 6, 2025.

0.06 Council Member Miller-Foushee Regarding Ruby Bridges Walk To School Day.

Council Member Miller-Foushee announced the Ruby Bridges Walk to School Day on November 15, 2025.

PUBLIC COMMENTS

The Public Comment Period allows the public to address Council on items not on the printed agenda. To speak, please sign in at the Clerk's desk with your name and email. When called, step to the podium, adjust the microphone, and state your name for the record. Comments are limited to 3 minutes (or 2 minutes if more than 14 speakers). Large groups are asked to select a spokesperson. Council does not act or deliberate on items raised during this time.

0.07 Tim Crothers Regarding Proposed Supermarket in the Glen Lennox Development.

Tim Crothers and Emily Baragwanath raised concerns about the development and environmental impacts in the Glen Lennox neighborhood regarding the proposed supermarket.

This matter was received and filed.

[0.08 Craig Nishimoto Regarding Tree Protection Ordinance and Tree Damage on Property Near Hillmont Development.](#)

Craig Nishimoto and members of the Tiger Roots Green Collective including Marcus Neulander, Max Chen, Ellis Cundiff, Thomas Bart, Theodore Hess, and Walter Nugent presented findings related to the Tree Protection Ordinance at the Hillmont development and urged Council to enforce existing ordinances.

Town Manager Voorhees acknowledged the damage and outlined potential procedural and policy improvements, though he stated that no technical violations had occurred under current permitting.

This matter was received and filed.

CONSENT

All items on the Consent Agenda are considered routine, to be enacted by one motion without discussion. Council member(s) may request discussion of an item. If such motion passes, then the item is removed from consent and considered separately.

[Approval of the Consent Agenda](#)

A motion was made by Council Member Berry, seconded by Council Member Nollert, to approve the Consent Agenda. The motion carried by a unanimous vote.

[1. Human Services Funding Reallocation](#)

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

[2. FY2026 Percent for Art Projects and Repairs](#)

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

[3. Franchise Agreement with Public Service Company of North Carolina, Inc. for Natural Gas Utility Services](#)

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

[4. 860 Weaver Dairy Road Continued Legislative Hearing Date](#)

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

[5. 2025 Fall Council Meeting Calendar Amendment](#)

The November 1, 7. 21 and December 10, 2025 special meetings were added.

[6. 2026 Council Meeting Schedule](#)

The meeting schedule was approved.

[7. October 8 and 22, 2025 Business Meeting Minutes](#)

The minutes were approved.

DISCUSSION

[8. Town Council Vacancy Application Review](#)

Mayor Anderson discussed the process for filling the vacancy created by Council Member Stegman's resignation. The application window closed on October 10, 2025, and nominations could be made at this meeting or future meetings. No nominations were made, and the item was continued to the November 19, 2025 meeting.

This matter was received and filed.

[9. Council Procedures Manual Amendment](#)

Mayor Anderson shared comments from Mayor pro tem Ryan on reasoning for pulling the item and desires to promote transparency and accessibility. Town Manager Voorhees agreed to implement a tracking system, post procedures online, and share updates to Council.

A motion was made by Council Member McCullough, seconded by Council Member Sharp, that the Council adopt R-4. The motion carried by a unanimous vote.

[10. Glen Lennox Neighborhood Stream Restoration Project Funding](#)

Town Engineer III Robert Gehris presented a proposal for the Town to apply for a Water Resources Development Grant from the State of North Carolina that would support a streambank stabilization project in the Glen Lennox neighborhood. Mr. Gehris explained the project involves restoring approximately 500 feet of a concrete-lined channel. Mr. Gehris noted that the development agreement from 10 years ago did not mandate the Town to pursue this restoration, but did include language encouraging the Town to apply for such a grant if the opportunity arose.

Council members inquired how the particular site was selected, and whether other neighborhoods had similar opportunities. Council members expressed enthusiasm for the Glen Lennox project and emphasized the need for a more structured, town-wide program to support stream restoration and stormwater improvements, referencing the Town of Carrboro's cost-share program as a model.

A motion was made by Council Member Berry, seconded by Council Member McCullough, that the Council adopt R-5. The motion carried by a unanimous vote.

11. [Public Hearing: Housing and Community Development Needs Assessment for the Community Development Block Grant Program](#)

Affordable Housing and Community Connections Funding Programs Coordinator Melissa Peters presented the first of two required public hearings for the FY2026-2027 Community Development Block Grant (CDBG) Annual Action Plan. Ms. Peters stated the hearing is held to gather public input on housing and community development needs, which will inform the Town's priorities for allowing approximately \$424,000 in federal CDBG funds.

Ms. Peters explained that funding must meet one of three national objectives: benefit low-to moderate-income households, eliminate slum or blight, or address an urgent need. The funding supports social services, affordable housing, and community development programs aligned with the Town's Affordable Housing Plan and the five-year Consolidated Plan (2025-2029).

This matter was received and filed.

[ZONING ATLAS AMENDMENT\(S\)](#)

Zoning Atlas Amendment: The Zoning Atlas Amendment, to change the zoning designation on this property, is Legislative. The Council receives and considers public comment on the merits of the proposed rezoning, including opinions, when making Legislative decisions.

12. [Modification to the Conditional Zoning for 146 Stancell Drive](#)

Planner I Anna Scott Myers introduced the applicant, Adam Golden. Mr. Golden requested a modification to the existing conditional zoning for the Hillmont development. Mr. Golden explained the original approval required 43 affordable housing units, split evenly between 60% and 80% affordable median income. Mr. Golden stated the proposed modification would reduce the number of affordable units to 20 and provide a \$1.15 million voluntary contribution to the Town's Affordable Housing Fund.

Mr. Golden explained that the change would help the developer secure traditional financing in a challenging economic environment and the payment could be made within 30 days of final approval.

Ms. Myers presented the overall site plan, staff recommendation, project summary of existing approvals, proposed modification, Planning Commission review, and next steps procedures.

Council members discussed trade-offs between receiving immediate funding verses maintaining more on-site affordable units, projects that could be funded, and the number of affordable homes that could be built.

Staff confirmed that the \$1.15 million could help fund approximately a 48-unit Low-Income Housing Tax Credit (LIHTC) project or support other affordable housing initiatives.

A motion was made by Council Member Berry, seconded by Council Member Sharp, that the Council continued the Legislative Hearing to November 19, 2025. The motion carried by a unanimous vote.

[SPECIAL USE PERMIT\(S\)](#)

Special Use Permit: The Application for a Special Use Permit is Quasi-Judicial. Persons wishing to speak are required to take an oath before providing factual evidence relevant to the proposed application.

Witnesses wishing to provide an opinion about technical or other specialized subjects should first establish that at the beginning of their testimony.

13. [Special Use Permit Modification Application for 1721 E. Franklin Street](#)

Mayor Anderson explained the process of the Quasi-Judicial hearing. Deputy Town Clerk Amy Harvey administered the oath for those presenting evidence.

Senior Planner Charnika Harrell introduced the item, providing an overview of the proposed special use permit (SUP) modification for a 195-foot-tall non-concealed telecommunications monopole tower, to be located on a site currently zoned Office/Institutional-2 (OI-2) with two existing 203-foot broadcast towers. Ms. Harrell outlined the procedural context, the four required findings of fact for SUP approval, and the applicant's request for several modifications to the Land Use Management Ordinance (LUMO). She then introduced the applicant team.

Attorney Tom Johnson, representing Network Towers, presented the application. Mr. Johnson explained that the proposed tower is intended to improve wireless coverage and capacity in the area, with Verizon Wireless as the anchor tenant and space available for additional carriers. Mr. Johnson reviewed the SUP history for the site, the rationale for the new tower, and the anticipated service area and population to be covered. He emphasized that the existing AM towers on the site were not suitable for co-location due to structural and technical limitations.

Engineer Oscar Posada described the physical constraints of the site, including the presence of floodplain areas, existing guy-wire towers, and

utility easements. He noted that the proposed tower would be sited adjacent to an existing parking lot to minimize disturbance. Mr. Posada stated a stormwater detention facility and a retaining wall would be constructed to manage runoff and avoid further encroachment into the floodplain.

The applicant requested four modifications:

1. Reduce the required tree canopy coverage from 30% to 25% (noting the current canopy is 27%).
2. Substitute a 7-foot privacy fence for the required 10-foot planted buffer to avoid encroachment into the floodplain.
3. Allow off-site parking via an easement in the adjacent lot.
4. Increase the tower height beyond the standard 120-foot limit to 199 feet (including a 4-foot lightning rod).

Mr. Johnson submitted a revised stormwater impact statement (Revision 2), which certifies that the site complies with the Town's 100-year stormwater standard. Mr. Posada confirmed that the tree canopy would be reduced by approximately 2% due to the removal of several mature trees and that a designated parking space would be clearly marked in the adjacent lot. He reiterated that the buffer modification was necessary to avoid further disturbance in the floodplain.

Council members asked clarifying questions regarding the purpose of the buffer, the extent of tree removal, stormwater compliance, and the visual impact of the tower.

Michael Berkowitz, a certified general appraiser, presented a real estate impact analysis. He concluded that the addition of a third tower on the site would not negatively affect, and may even enhance, the value of surrounding properties, particularly given the existing towers and surrounding commercial development.

Mr. Johnson presented photo simulations to illustrate the visual impact of the proposed tower from various vantage points and concluded by summarizing the evidence presented in support of the four findings of fact required for SUP approval.

A motion was made by Council Member Nollert, seconded by Council Member Berry, that the Council adopt R-6. The motion carried by a unanimous vote.

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.

14. Concept Plan Review: UNC Faculty Club at 1 Alice Ingram Drive

Zoning Administrator Corey Liles provided an overview of the concept plan review process, noted the project would likely return as a Special Use Permit (SUP) modification, and introduced the applicant, Travis Blake.

Mr. Blake presented a concept plan for future improvements to the UNC Faculty Club, commonly known as "The Farm." He began with a brief history of the facility, which has served the community since the late 1960s. Mr. Blake proposed the following improvements including a new gymnasium/activity center, conversion of overflow grass parking to paved surfaces, reconfiguration of existing parking for efficiency, and long-term impervious surface allowance to avoid repeated Special Use Permit (SUP) modifications. Mr. Blake emphasized the project would not increase membership but would improve functionality and programming, especially for children during summer camps and inclement weather.

Council members offered feedback on environmental sustainability including the opportunity to install solar panels on new and existing buildings, exploring solar hot water systems, ensuring compliance with the Town's 100-year stormwater standard, and improving bike and pedestrian access to the site.

A motion was made by Council Member Berry, seconded by Council Member Nollert, that the Council adopt R-7. The motion carried by a unanimous vote.

APPOINTMENTS

15. Community Design Commission Appointments

The Council appointed Kimberly Andrews, John Biggs, and Rachel Oommen to the Community Design Commission.

CLOSED SESSION (AS NEEDED)

ADJOURNMENT

The meeting adjourned at 8:19 p.m.