



TOWN OF CHAPEL HILL

Community Design Commission Meeting Agenda

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

John Weis, Chair
Susan Lyons, Vice Chair
Edward Hoskins

Scott Levitan
Megan Patnaik

Tuesday, September 27, 2022 6:30 PM

Virtual Meeting

Language Access Statement

For interpretation or translation services, call 919-969-5105.

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉-၅၁၀၅ ကိုဖုန်းခေါ်ပါ။

Para servicios de interpretación o traducción, llame al 919-969-5105.

如需口头或
书面翻译服
务，请拨打
919-969-5105.

လၢတၢ်ကတိၤကျိးထံ မ့တမၢ် လၢတၢ်ကွဲးကျိးထံအတၢ်မၤစၢၤအဂီၢ် ၁ ကိးဘၣ် (၉၁၉)-၉၆၉-၅၁၀၅

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_K6GwPjxpSfGAljiF0T0VnQ

After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 860 2748 7014

Opening

Roll Call

Approval of Agenda

Announcements

Staff was not aware of any announcements at time of agenda release.

Petitions

Staff was not aware of any petitions at time of agenda release.

Approval of Minutes

1. August Minutes [\[22-0676\]](#)

Attachments: [Report](#)

Commission is asked to receive and consider action on August minutes report.

Consent Agenda

2. Officer Elections [\[22-0677\]](#)

Commission is asked to provide officer elections for the next year. Chair Weis and Vice-Chair Lyons are eligible for another year of service. If discussion is required then this item can be moved to the last item on the agenda. If both the Chair and Vice-Chair are ok w/ continued service and the Commission supports that, then the item can be approved as part of the consent agenda.

3. Union Grove Lighting Updates [\[22-0678\]](#)

Attachments: [Support Narrative](#)
[Photometric Plan](#)
[Cut Sheets](#)

Commission is asked to review and consider approval of this application. The application is a modification to a request the commission heard and approved in May. As stated in the support narrative, the lights that were previously proposed for removal were discovered to be required for egress lighting. The applicant has proposed a modification that includes a downward facing 3k fixture.

4. Monterrey Grill Certificate of Appropriateness Modification [\[22-0679\]](#)

Attachments: [Plan Set-August](#)
[Plan Set Updated-September](#)
[Support Narrative](#)
[Blue Hill Regulating Plan](#)

Commission is asked to review and consider approval of this COA modification. In August the request was made for street trees and for the applicant to work w/ staff to investigate this request.

Staff has talked w/ the applicant and consulted the regulating plan for the Blue Hill District, which has been provided w/ the agenda.

The A-1 Frontage required for this location (WX-7 District), has w/ it a requirement for a 10' sidewalk width. Meaning the current sidewalk is a code compliant frontage. This means that a 10' clear hardscape zone would be considered Non-Compliant if trees were added. There is no district mechanism that would allow for a modification to the regulating plan or to allow trees in the 10' clear sidewalk zone.

The applicant has provided some extra plant material from the previous months review. Given the information provided, Staff has included this project on the consent agenda.

New Business

5. Tarheel Lodging [\[22-0680\]](#)
Certificate of Appropriateness Modification

Attachments: [Design Guidelines-Checklist](#)
[Support Narrative](#)
[Plan Set](#)
[Exterior Elevations](#)
[Floor Plans](#)

Commission is asked to receive the application and drawings for a Blue Hill COA modification. This modification includes multiple DA request which are outlined in the applicant's narrative statement.

If an action is possible, motions on a COA are approval, approval w/ conditions or denial.

6. Carraway Village Refuel Center [\[22-0681\]](#)

Attachments: [Site Plan](#)
[Elevation Views](#)
[Lighting Plan](#)
[Lighting Cut Sheets](#)
[Landscape Plan](#)
[Carraway Village Design Guidelines](#)

Commission is asked to receive and consider action on this final plans application. Actions for consideration are approval, approval w/ conditions or deferral to meet voluntary compliance request from the commission.

Concept Plan Reviews

7. 157 E. Rosemary

[\[22-0682\]](#)

Attachments: [Application](#)
[Support Narratives](#)
[Plan Set](#)
[Long Range Evaluation](#)

Commission is asked to provide comments for this concept plan application.

Adjournment

Next Meeting - Tuesday, October 25

Please note special meeting dates in November, Thursday 17th and December, Thursday 15th.

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.