



# TOWN OF CHAPEL HILL

## Town Council Meeting Agenda

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

Mayor Pam Hemminger  
Mayor pro tem Michael Parker  
Council Member Jessica Anderson  
Council Member Allen Buansi

Council Member Hongbin Gu  
Council Member Tai Huynh  
Council Member Amy Ryan  
Council Member Karen Stegman

**Wednesday, June 9, 2021 7:00 PM**

**Virtual Meeting**

### Virtual Meeting Notification

*Town Council 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\\_v5sxxgAL4TSi7tMefYFy5kw](https://us02web.zoom.us/webinar/register/WN_v5sxxgAL4TSi7tMefYFy5kw)*

*After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 894 3099 7917*

*View Council meetings live at <https://chapelhill.legistar.com/Calendar.aspx> – and on Chapel Hill Gov-TV ([townofchapelhill.org/GovTV](http://townofchapelhill.org/GovTV)).*

### OPENING

### ROLL CALL

### PUBLIC COMMENT FOR ITEMS NOT ON PRINTED AGENDA AND PETITIONS FROM THE PUBLIC AND COUNCIL MEMBERS

*Petitions and other similar requests submitted by the public, whether written or oral, are heard at the beginning of each regular meeting. Except in the case of urgency and unanimous vote of the Council members present, petitions will not be acted upon at the time presented. After receiving a petition, the Council shall, by simple motion, dispose of it as follows: consideration at a future regular Council meeting; referral to another board or committee for study and report; referral to the Town Manager for investigation and report; receive for information. See the Status of Petitions*

*to Council webpage to track the petition. Receiving or referring of a petition does not constitute approval, agreement, or consent.*

1. Parks, Greenways and Recreation Commission [\[21-0517\]](#)  
Request that the Council Authorize a \$100,000 Match towards a North Carolina Land and Water Conservation Trust Fund Grant Application.
2. Deborah Fulghieri Request Town Staff Bring Forward [\[21-0518\]](#)  
Historical and Environmental Information for the Town-Owned Property at Mt. Carmel Church Road and Bennett Road.

## **ANNOUNCEMENTS BY COUNCIL MEMBERS**

### **CONSENT**

*Items of a routine nature will be placed on the Consent Agenda to be voted on in a block. Any item may be removed from the Consent Agenda by request of the Mayor or any Council Member.*

3. Approve all Consent Agenda Items. [\[21-0519\]](#)  
By adopting the resolution, the Council can approve various resolutions and ordinances all at once without voting on each resolution or ordinance separately.
4. Amend the 2021-2022 Community Development Block Grant Program Plan. [\[21-0520\]](#)  
By adopting the resolution, the Council approves the amended 2021-2022 Community Development Program Plan for use of \$425,639, and authorizes the Town Manager to submit the Plan to the U.S. Department of Housing and Urban Development as the annual update to the Five-Year Consolidated Plan. By enacting the attached project ordinance, the Council amends the CDBG budget for the 2021-2022 program.
5. Award a Bid for Street Patching, Milling, Resurfacing, and Re-Striping on Town-Maintained Streets. [\[21-0521\]](#)  
By adopting the resolution, the Council authorizes execution of a contract with Barnhill Contracting Company to provide street resurfacing services.
6. Adopt a Resolution Supporting a Grant Application to the Governor's Highway Safety Program. [\[21-0522\]](#)  
By adopting the resolution, the Council approves the grant application to the Governor's Highway Safety Program in the amount



of \$64,450.

- 7.** Authorize the Town Manager to Negotiate and Execute a Sole Source Contract for Software Modules and Implementation Services from Trapeze Software Group, Inc. [\[21-0523\]](#)

By adopting the resolution, the Council authorizes the Town Manager to negotiate and execute a sole source contract to purchase software modules and implementation services from Trapeze Software Group, Inc.

- 8.** Authorize the Town Manager to Negotiate and Sign an Automated Passenger Counters Sole Source Purchase Contract. [\[21-0524\]](#)

By adopting the resolution, the Council authorizes the Town Manager to negotiate and execute a sole source contract to purchase automatic passenger counters from Urban Transportation Associates.

- 9.** Close a Portion of Public Right-of-Way of Maxwell Road within the Glen Lennox Development. [\[21-0525\]](#)

By adopting the resolution, the Council closes a portion of public right-of-way for a realignment of Maxwell Road within the Glen Lennox Development.

## INFORMATION

- 10.** Receive Upcoming Public Hearing Items and Petition Status List. [\[21-0526\]](#)

By accepting the report, the Council acknowledges receipt of the Scheduled Public Hearings and Status of Petitions to Council lists.

## DISCUSSION

- 11.** Consider the Final Budget and Related Items for FY 2021-22. [\[21-0527\]](#)

PRESENTER: Maurice Jones, Town Manager

RECOMMENDATION: That the Council enact the FY 2021-22 budget ordinance to establish the budget for 2021-22 and authorize the related items.

- 12.** Open a Public Hearing to Consider Closing an Unimproved and Unpaved Portion of Mitchell Lane Public Right-of-Way. [\[21-0528\]](#)

PRESENTER: Chris Roberts, Manager of Engineering and

## Infrastructure

- a. Introduction and preliminary recommendation
- b. Comments from the public
- c. Comments and questions from the Mayor and Town Council
- d. Motion to close the Public Hearing 24-hours after discussing this item to allow additional comments in the record per recent legislation
- e. Consider adopting the resolution to approve the right-of-way closure at the June 23, 2021 meeting.

RECOMMENDATION: That the Council open a Public Hearing to consider the closure of an unused and unimproved portion of Mitchell Lane public right-of-way. On June 23rd, the Council may take action on the requested closure.

- 13.** Open a Legislative Hearing to Consider Incorporating the Climate Action and Response Plan as a Component of the Town's Comprehensive Plan. [\[21-0529\]](#)

PRESENTER: John Richardson, Community Resilience Officer

RECOMMENDATION: That the Council open the legislative hearing to update the Town's Comprehensive Plan by adding the Climate Action and Response Plan, receive public comment, close the legislative hearing, and allow written public comment for twenty-four (24) hours following the closing of the legislative hearing. The Council would take action on this at its June 23, 2021 meeting.

- 14.** Open the Public Hearing on the Issuance of Limited Obligation Bonds and Consider Approving the Guaranteed Maximum Price for the Rosemary Deck Project. (no attachment) [\[21-0530\]](#)

PRESENTER: Mary Jane Nirdlinger, Deputy Town Manager  
Amy Oland, Business Management Director

- a. Introduction and revised recommendation
- b. Comments from the public
- c. Comments and questions from the Mayor and Town Council
- d. Motion to close the Public Hearing 24-hours after discussing this item to allow additional comments in the record per recent legislation
- e. Consider adopting the resolution to approving the issuance of Limited Obligation Bonds at the June 23, 2021 meeting
- f. Motion to approve the GMP for the Rosemary Deck Project.

RECOMMENDATION: That the Council 1) Hold the public hearing on the issuance of Limited Obligation Bonds for the Rosemary Street

Parking Deck (\$39 million), Elliott Road Phase II road improvements (\$6.48 million) and up to \$12 million of debt refundings and 2) approve the Guaranteed Maximum Price (GMP) of \$39 million for the Rosemary Deck Project.

### **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.*

- 15.** Consider an Application for Special Use Permit **[21-0531]**  
Modification for University Place, 201 S. Estes Drive.

PRESENTER: Judy Johnson, Assistant Planning Director

- a. Without objection, the revised report and any other materials submitted at the hearing for consideration by the Council will be entered into the record
- b. Introduction and revised recommendation
- c. Presentation of evidence by the applicant
- d. Recommendations by advisory boards and commissions
- e. Presentation of evidence by the public
- f. Applicant's statement regarding proposed conditions
- g. Comments and questions from the Mayor and Town Council
- h. Motion to close the Evidentiary Hearing
- i. Motion to adopt Revised Resolution A

RECOMMENDATION: That the Council 1) continue the public hearing, 2) receive evidence, 3) close the evidentiary hearing, and 4) adopt Revised Resolution A.

### **APPOINTMENTS**

- 16.** Appointments to the Chapel Hill Downtown Partnership. **[21-0532]**
- 17.** Appointments to the Chapel Hill Public Library Advisory Board and Adopt a Resolution Transmitting Recommendation to the Orange County Board of County Commissioners. **[21-0533]**
- 18.** Appointments to the Cultural Arts Commission. **[21-0534]**
- 19.** Appointments to the Human Services Advisory Board. **[21-0535]**

**REQUEST FOR CLOSED SESSION TO DISCUSS ECONOMIC DEVELOPMENT,  
PROPERTY ACQUISITION, PERSONNEL, AND/OR LITIGATION MATTERS**



# TOWN OF CHAPEL HILL

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

## Item Overview

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**Item #:** 1., **File #:** [21-0517], **Version:** 1

**Meeting Date:** 6/9/2021

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**Parks, Greenways and Recreation Commission Request that the Council Authorize a \$100,000 Match towards a North Carolina Land and Water Conservation Trust Fund Grant Application.**

**Staff:**

Sabrina M. Oliver, Director and Town Clerk  
Amy T. Harvey, Deputy Town Clerk

**Department:**

Communications and Public Affairs

**Overview:** Petitions and other similar requests submitted by the public, whether written or oral, are heard at the beginning of each regular meeting. Except in the case of urgency and unanimous vote of the Council members present, petitions will not be acted upon at the time presented. After receiving a petition, the Council shall, by simple motion, dispose of it as follows: consideration at a future regular Council meeting; referral to another board or committee for study and report; referral to the Town Manager for investigation and report; receive for information. See the [Status of Petitions to Council <https://www.townofchapelhill.org/government/mayor-and-council/how-to-submit-a-petition/petition-status>](https://www.townofchapelhill.org/government/mayor-and-council/how-to-submit-a-petition/petition-status) webpage to track the petition. Receiving or referring of a petition does not constitute approval, agreement, or consent.



**Recommendation(s):**

That the Council consider the petition.



**Attachments:**

- PGRC Request

**MEMORANDUM**

TO: Mayor and Town Council

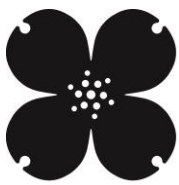
FROM: Renuka Soll, Chair  
Parks, Greenways, and Recreation Commission

SUBJECT: Stillhouse Bottom Nature Preserve – Pledge

DATE: May 20, 2021

On May 18, 2021, the Commission voted unanimously to recommend that the Council authorize a \$100,000 match towards a North Carolina Land and Water Conservation Trust Fund grant application. If received, the funding would allow the NC Botanical Garden Foundation to acquire 7-acres of undeveloped property, which would add to its Stillhouse Bottom Nature preserve area and effectively grow the Morgan Creek Bluffs National Heritage Area. This area is located in the southern part of Chapel Hill, within the Extraterritorial Jurisdiction (ETJ). See the attached letter from the NC Botanical Garden Foundation addressed to Phil Fleischmann, Parks and Recreation Director, dated January 27, 2021, which contains more details about the property and request.

**Members Present:** Renuka Soll (Chair), Wesley McMahon (Vice Chair), Alice Armstrong (Orange County Representative), Jeanette Bench, Leah Boucher, William Kaiser, Lydia Kivihya-Ndugga, Guthrie Richardson (Youth Council Representative), Jochen Schwarz, and Tyler Steelman



## BOARD OF DIRECTORS

### Officers

Anne Harris, President  
Sims Preston, Vice President  
Nathan Byrd, Treasurer  
Jenny Routh, Secretary  
Terry Ball, Assistant Treasurer

### Directors

Brie Arthur  
Patrick Barratt  
Catharine Burns  
Melanie F. Christian  
Carey Durham  
Bo Howes  
James Joslin  
Max Leach  
Alice May  
Janis McFarland  
Susan Moeser  
Florence Peacock  
Gail Perry  
Jim Pick  
Rani Ray  
Judith Rizzo  
Ladell Robbins  
Sandy Thompson  
Carol Tresolini

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Greg Fitch  
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Anne Lindsey  
William Bracey  
Arthur DeBerry  
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Sally Couch Vilas  
Bill Joslin  
Charles Wheeler  
Mae Woods Bell  
R.B. Fitch  
E. Reid Bahnson  
Harry Billica  
Hugh Morton  
William Lanier Hunt

## EX OFFICIO OFFICERS

**Director of the North Carolina  
Botanical Garden**  
Damon Waitt

**Interim Vice Provost for  
Academic and Community  
Engagement**  
Joseph Jordan

Mr. Phillip Fleischmann, Director  
Town of Chapel Hill Department of Parks and Recreation

Dear Mr. Fleishmann:

January 27, 2021

I am writing to request that the Town of Chapel Hill help support our NC Land and Water Fund application for the purchase and addition of the Raney property to the Stillhouse Bottom Nature Preserve (Stillhouse Bottom). Stillhouse Bottom is owned, fee-simple, by the NC Botanical Garden Foundation, Inc. (NCBGF), and is a State Dedicated Nature Preserve. NCBGF also holds conservation easements on 12 acres of contiguous private land with landowner commitments for additional conservation easements and land donations toward a 100-acre preserve.

Stillhouse Bottom is part of the larger Morgan Creek Bluffs Significant Natural Heritage Area, and according to the **Inventory of Natural Areas and Wildlife Habitats for Orange County, NC** (2004): "Stillhouse Bottom has the only undisturbed, steep, north-facing ravine left in Orange County. Over 100 plant species have been identified, and the high quality of the site is demonstrated by the presence of red-tailed and red-shouldered hawks, yellow-billed cuckoo, white-breasted nuthatch, ovenbird, and scarlet tanager. Stream quality is likewise demonstrated by the healthy amphibian community, made up of dusky salamanders, two-lined salamanders, and green frogs."

The 6.9-acre Raney property occupies the easternmost portion of Stillhouse Bottom and is an ecologically exceptional mature mixed hardwood forest, which to best of our evaluation has never been logged. Conservation protection of this parcel is essential for maintaining the ecological integrity of Stillhouse Bottom.

In 2010, the Town provided \$29,000 toward the purchase of the adjacent Ivey property, which we added to the Stillhouse Bottom Nature Preserve. Likewise, in 2018, the Town contributed \$50,000 toward Cochrane property purchase, which we added to the nearby Laurel Hill Nature Preserve. We request the Town pledge a \$100,000 match toward our NCLWF application. We are also requesting \$100,000 from Orange County, and are actively pursuing private donations.

Thank you very much for considering your continued support for our land conservation efforts that add to Town of Chapel Hill open space.

Sincerely,

Anne Harris, President  
NC Botanical Garden Foundation, Inc.

Damon Waitt, PhD, Director  
North Carolina Botanical Garden





# TOWN OF CHAPEL HILL

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Chapel Hill, NC 27514

## Item Overview

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**Item #:** 2., **File #:** [21-0518], **Version:** 1

**Meeting Date:** 6/9/2021

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**Deborah Fulghieri Request Town Staff Bring Forward Historical and Environmental Information for the Town-Owned Property at Mt. Carmel Church Road and Bennett Road.**

**Staff:**

Sabrina M. Oliver, Director and Town Clerk  
Amy T. Harvey, Deputy Town Clerk

**Department:**

Communications and Public Affairs

**Overview:** Petitions and other similar requests submitted by the public, whether written or oral, are heard at the beginning of each regular meeting. Except in the case of urgency and unanimous vote of the Council members present, petitions will not be acted upon at the time presented. After receiving a petition, the Council shall, by simple motion, dispose of it as follows: consideration at a future regular Council meeting; referral to another board or committee for study and report; referral to the Town Manager for investigation and report; receive for information. See the [Status of Petitions to Council <https://www.townofchapelhill.org/government/mayor-and-council/how-to-submit-a-petition/petition-status>](https://www.townofchapelhill.org/government/mayor-and-council/how-to-submit-a-petition/petition-status) webpage to track the petition. Receiving or referring of a petition does not constitute approval, agreement, or consent.



**Recommendation(s):**

That the Council consider the petition.



**Attachments:**

- Deborah Fulghieri Request

## Amy Harvey

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**From:** polno fulghieli <polnodeb@bellsouth.net>  
**Sent:** Thursday, June 03, 2021 5:02 PM  
**To:** Amy Harvey; Town Council  
**Subject:** Petition for historical and environmental information

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Agenda Packet Process

**External email:** Don't click links or attachments from unknown senders. To check or report forward to [reportspam@townofchapelhill.org](mailto:reportspam@townofchapelhill.org)

Dear Mayor Hemminger and members of the Town Council,

It has come to my attention that the Town is exploring the potential for development of town-owned property located at the corner of Mt. Carmel Church and Bennett Roads.

This property was donated to the Town in 2000; Council's resolution accepting the donation "for the enjoyment of present and future Chapel Hill citizens" can be found below.

As you can see, this property was recognized by Council and staff for its contribution to the Town's open space and parkland, and Open Space funds were used for the transfer. Staff added that the Town's Greenways master plan would use the property to anchor the future Wilson Creek Trail.

Subsequently, when an offer to purchase the property was made in 2009 by a local church, then-Mayor Mark Kleinschmidt, in declining the offer, spoke of the property's special characteristics which are unique in Chapel Hill.

It is unclear whether the history of the donation, or its special environmental and physical characteristics, have been considered by Town Council when making new decisions about how this land might be used.

Therefore, I petition that Town staff bring forward historical and environmental information to Council and the public before any further steps – including planning for the site – are taken.

Respectfully,

Deborah Fulghieri

**"A RESOLUTION ACCEPTING THE GIFT OF 8.48 ACRES OF PROPERTY AT THE INTERSECTION OF MT. CARMEL CHURCH ROAD AND BENNETT ROAD (2000-09-25/R-5.1)**

WHEREAS, Ernest and Hazel Craige have offered to donate 8.48 acres of property to the Town; and

WHEREAS, the offered property contains significant value as entranceway corridor and open space; and

WHEREAS, the offered property would expand the Town's open space properties; and

WHEREAS, the Town's existing 1996 Open Space bond funds could be used to pay the costs related to transfer of the property upon eventual annexation of the property;

NOW THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby accepts the gift of 8.48 acres of property, identified as Chapel Hill Tax Map 7.26.B, Lots 9 and 11 from Ernest and Hazel Craige.

BE IT FURTHER RESOLVED that the Council expresses its gratitude to Ernest and Hazel Craige for their generous donation of important open space and entranceway property for the enjoyment of current and future citizens of Chapel Hill.

BE IT FURTHER RESOLVED by the Council that the Manager is authorized to pay all closing costs, including year 2000 property taxes owed for the donated property.

BE IT FURTHER RESOLVED by the Council that the Manager is authorized to use 1996 Open Space bond funds to pay the closing costs of the donation after eventual annexation of the property.

This the 25<sup>th</sup> day of September, 2000."

The staff report on that date described the tract as having "significant value as an entranceway and conservation area."

"Town staff believes the tract remains a valuable portion of our open space system and is somewhat unique in Chapel Hill because it is a rare example of publicly owned ridge-top property. In addition, it is the only significant open space property along the Mt. Carmel Church Road entranceway into Town. The Town's Greenways Master Plan shows the property to be the north anchor of the future Wilson Creek Trail and would serve as the only major portion of the trail and open space system that would be removed from Wilson Creek."



# TOWN OF CHAPEL HILL

Town Hall  
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Chapel Hill, NC 27514

## Item Overview

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**Item #:** 3., **File #:** [21-0519], **Version:** 1

**Meeting Date:** 6/9/2021

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### **Approve all Consent Agenda Items.**

#### **Staff:**

Sabrina M. Oliver, Director/Town Clerk  
Amy T. Harvey, Deputy Town Clerk

#### **Department:**

Communications and Public Affairs

**Overview:** Items of a routine nature to be voted on in a block. Any item may be removed from the Consent Agenda by the request of the Mayor or any Council Member.



#### **Recommendation(s):**

That the Council adopt the various resolutions and ordinances.

**Fiscal Impact/Resources:** Please refer to each agenda item for specific fiscal notes.



#### **Attachments:**

- Resolution

**A RESOLUTION ADOPTING VARIOUS RESOLUTIONS AND ENACTING VARIOUS ORDINANCES  
(2021-06-09/R-1)**

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby adopts the following resolutions and ordinances as submitted by the Town Manager in regard to the following:

4. Amend the 2021-2022 Community Development Block Grant Program Plan.  
(R-2)(O-1)
5. Award a Bid for Street Patching, Milling, Resurfacing, and Re-Striping on Town-Maintained Streets. (R-3)
6. Adopt a Resolution Supporting a Grant Application to the Governor's Highway Safety Program.  
(R-4)
7. Authorize the Town Manager to Negotiate and Execute a Sole Source Contract for Software Modules and Implementation Services from Trapeze Software Group, Inc. (R-5)
8. Authorize the Town Manager to Negotiate and Sign an Automated Passenger Counters Sole Source Purchase Contract. (R-6)
9. Close a Portion of Public Right-of-Way of Maxwell Road within the Glen Lennox Development. (R-7)

This the 9<sup>th</sup> day of June, 2021.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council can approve various resolutions and ordinances all at once without voting on each resolution or ordinance separately.



# TOWN OF CHAPEL HILL

Town Hall  
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Chapel Hill, NC 27514

## Item Overview

Item #: 4., File #: [21-0520], Version: 1

Meeting Date: 6/9/2021

### Amend the 2021-2022 Community Development Block Grant Program Plan.

#### Staff:

Loryn B. Clark, Executive Director  
Sarah Osmer Viñas, Assistant Director  
Nate Broman-Fulks, Affordable Housing Manager  
Megan Culp, Community Development Program Manager

#### Department:

Housing and Community

**Overview:** The purpose of this item is to amend the [2021-22 Community Development Block Grant \(CDBG\) program plan <https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4930470&GUID=E70BE111-EA9C-47F7-9BC4-A600D53C9AC6&Options=&Search=>](https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4930470&GUID=E70BE111-EA9C-47F7-9BC4-A600D53C9AC6&Options=&Search=>) approved by the Council on May 5, 2021. The U.S. Department of Housing and Urban Development notified the Town of a \$6,074 increase in the CDBG award on May 14, 2021, giving the Town a total of \$425,639 for eligible activities. The proposed amendment would allocate the \$6,074 increase to the Neighborhood Revitalization affordable housing activity.



#### Recommendation(s):

That the Council:

1. Adopt the attached resolution approving the amended 2021-2022 Community Development Program Plan for use of \$425,639;
2. Authorize the Town Manager to submit the Plans to the U.S. Department of Housing and Urban Development as part of the annual update to the 2020-2024 Consolidated Plan; and
3. Enact the attached project ordinance to amend the CDBG budget for the 2021-2022 program.

### Summary of Proposed CDBG Program Amendment

- Staff propose amending the 2021-2022 CDBG Program to increase funding allocated to the Neighborhood Revitalization affordable housing activity by \$6,074.
  - The 2021-2022 CDBG Program plan developed by the CDBG Application Review Committee recommended allocating the remaining balance of CDBG funding to Neighborhood Revitalization after other outside agency applications and Town programs were funded.
  - This activity provides a flexible source of funding not assigned to a specific activity at this time and allows us to be responsive to projects identified throughout the program year that serve lower income households.
  - Examples of eligible projects include property acquisition or rehabilitation, water or sewer connections for low-income homeowners, public housing improvements, or other public improvements such as installation of sidewalks or parks and recreation facilities.
  - The Town Manager approves identified projects, which must demonstrate compliance with Town policies and federal regulations.

**2021-2022 Community Development Block Grant Program Plan**

Activity	Approved Plan	Proposed Amendment	Change in Funding
<b>Public Services</b>			
Inter-Faith Council	57,685	57,685	0
Exchange Club's Family Center	5,250	5,250	0
<b>Affordable Housing</b>			
EmPOWERment Inc.	135,000	135,000	0
Rebuilding Together of the Triangle	84,000	84,000	0
Neighborhood Revitalization	<b>53,717</b>	<b>59,791</b>	<b>6,074</b>
<b>Administration</b>	83,913	83,913	0
	<b>\$419,565</b>	<b>\$425,639</b>	<b>\$6,074</b>

**Fiscal Impact/Resources:** The Town is a CDBG Entitlement Community and receives an annual funding allocation from HUD. The Town provides CDBG funding through performance agreements with agencies that implement approved programs and services. The Town disperses funding after subrecipients submit satisfactory documentation of accomplishments, expenses, and compliance with federal rules and regulations. Enactment of the attached project ordinance amendment would recognize the additional \$6,074 federal grant revenues and appropriate the funds for neighborhood revitalization use.

**Where is this item in its process?****Attachments:**

- Resolution Approving an Amendment to the 2021-2022 CDBG Program Plan
- Project Ordinance Amending the 2021-2022 CDBG Budget
- Summary of Amended 2021-2022 Program Plan



**A RESOLUTION APPROVING AN AMENDMENT TO THE 2021-22 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PLAN (2021-06-09/R-2)**

WHEREAS, on May 5, 2021 the Chapel Hill Town Council approved a 2021-2022 Community Development Block Grant Program Plan; and

WHEREAS, the U.S. Department of Housing and Urban Development has since notified the Town of an increase in the 2021- 2022 Community Development Block Grant allocation from \$412,226 to \$418,300; and

WHEREAS, the Town received \$7,339 in program income for the repayment of an affordable housing loan making \$425,639 available to be allocated.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that based on the Town's available funding of \$425,639 of 2021-2022 Community Development Block Grant funds, the Council approves amending the 2021-2022 Community Development Block Grant Program as follows:

**2021-2022 Community Development Block Grant Program Plan**

Activity	Approved Plan	Proposed Amendment	Change in Funding
<b>Public Services</b>			
Inter-Faith Council Homeless Case Management	57,685	57,685	0
Exchange Club's Family Center	5,250	5,250	0
<b>Affordable Housing</b>			
EmPOWERment Inc.	135,000	135,000	0
Rebuilding Together of the Triangle	84,000	84,000	0
Neighborhood Revitalization	<b>53,717</b>	<b>59,791</b>	<b>6,074</b>
<b>Administration</b>	83,913	83,913	0
	<b>\$419,565</b>	<b>\$425,639</b>	<b>\$6,074</b>

BE IT FURTHER RESOLVED that the Council authorizes the Manager to include this 2021- 2022 Annual Action Plan in the 2020-2024 Consolidated Plan, for submission to the U.S. Department of Housing and Urban Development.

This the 9th day of June, 2021.

## **AN ORDINANCE TO AMEND THE 2021-2022 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2021-06-09/O-1)**

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project is hereby amended:

### **"SECTION I**

The projects authorized are the Community Development projects as approved by the Council on April 7, 2021: funds are as contained in the Funding Approval and Grant Agreement between the Town and the U.S. Department of Housing and Urban Development (HUD). The projects are known more familiarly as the 2021 Entitlement Community Development Block Grant. The grant activities include eligible affordable housing, public services, low-income residents, and administration costs for the program.

### **SECTION II**

The Manager of the Town of Chapel Hill is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the U.S. Department of Housing and Urban Development, and the budget contained herein.

### **SECTION III**

The following revenues are anticipated to be available to complete the project are hereby amended as follows:

	Current Budget	Revised Budget
Community Development Block Grant	\$ 412,226	\$ 418,300
Program Income	7,339	7,339
	<hr/>	<hr/>
Total Revenues	\$ 419,565	\$ 425,639

### **SECTION IV**

Amounts appropriated for projects are hereby amended as follows:

	Current Budget	Revised Budget
<b>Public Services</b>		
Inter-Faith Council Homeless Case Management	\$ 57,685	\$ 57,685
Exchange Club's Family Center	5,250	5,250
<b>Affordable Housing</b>		
EmPOWERment Inc.	135,000	135,000
Rebuilding Together of the Triangle	84,000	84,000
Neighborhood Revitalization	53,717	59,791
<b>Administration</b>		
Grant Administration	83,913	83,913
Total Expenditures	\$ 419,565	\$ 425,639

### SECTION V

The Director of Business Management is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the U.S. Department of Housing and Urban Development as required by the grant agreement(s) and Federal and State regulations.

### SECTION VI

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget and shall keep the Council informed of any unusual occurrences.

### SECTION VII

Copies of this project ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk."

This the 9th day of June, 2021.

**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council approves the amended 2021-2022 Community Development Program Plan for use of \$425,639, and authorizes the Town Manager to submit the Plan to the U.S. Department of Housing and Urban Development as the annual update to the Five-Year Consolidated Plan. By enacting the attached project ordinance, the Council amends the CDBG budget for the 2021-2022 program.

## Summary of Amended 2021-2022 CDBG Program Plan

The summary below is the Staff's recommendation for amending the 2021-2022 CDBG Program Plan following notice from the U.S. Department of Housing and Urban Development (HUD) that the Town of Chapel Hill will receive an increased 2021-2022 CDBG award of \$418,300. The plan approved by Town Council on May 5, 2021 included the initial CDBG award of \$412,226. With the addition of \$6,074 and \$7,339 in program income from repayment of a loan, the Town now has a total of \$425,639 for the 2021-2022 CDBG program.

Activity	Approved Plan	Proposed Amendment	Change in Funding
<b>Public Services</b>			
Inter-Faith Council	57,685	57,685	0
Exchange Club's Family Center	5,250	5,250	0
<b>Affordable Housing</b>			
EmPOWERment Inc.	135,000	135,000	0
Rebuilding Together of the Triangle	84,000	84,000	0
Neighborhood Revitalization	<b>53,717</b>	<b>59,791</b>	<b>6,074</b>
<b>Administration</b>	83,913	83,913	0
<b>Total</b>	<b>\$419,565</b>	<b>\$425,639</b>	<b>\$6,074</b>

### Amended Activity

1. **Town of Chapel Hill - Neighborhood Revitalization Activities: \$ 59,791**

Current Allocation: \$53,717

**Uses:** A flexible pool of funding to be used for Affordable Housing projects identified throughout the year. Example activities are: second mortgage assistance; property acquisition and/or renovation; water and sewer connections for low-income homeowners; demolition; public housing improvements; public improvements such as installation of sidewalks; or parks and recreation facilities.

The Town Manager approves projects, which must demonstrate compliance with Town policies and federal regulations.

**Recommendation:** Allocate the increased balance of the CDBG award.

## *Current Activities*

### **Affordable Housing**

2. **EmPOWERment Inc. – Affordable Rental Duplex Acquisition and Rehabilitation: \$ 135,000**

**Use:** Acquire and rehabilitate a rental duplex located at 706 Gomains currently held in the Northside Land Bank. Both units are rented to Housing Choice Voucher holders, who will remain the tenants. The units will also remain affordable to future households earning 80% of the area median income or less, maintaining 2 units of permanently affordable rental housing while also freeing up land bank funds to preserve more units for affordable housing.

3. **Rebuilding Together of the Triangle – Rehabilitation Services and Home Repairs: \$ 84,000**

**Uses:** \$24,000 for Rehabilitation Services to support the work of the Orange County Home Preservation Coalition (OCHPC), providing applicant intake, home assessments, work scopes, bid preparation, and project management of low-income homeowner repair and accessibility modification projects.

\$60,000 for repair projects identified through Rehabilitation Services to be completed by an OCHPC member agency/agencies and coordinated by Rebuilding Together. This program will serve at least 6 households earning 80% of the area median income or less.

### **Public Services**

1. **The Exchange Club’s Family Center of Alamance County: \$ 5,250**

**Use:** The Children’s Parents program provides parenting classes to families at-risk for and/or involved in child abuse or neglect. Professionally trained instructors use tested curricula to teach the parents, and trained childcare workers provide trauma-informed care and instruction to the children.

2. **Inter-Faith Council for Social Service (IFC): \$ 57,685**

**Use:** Case Managers for IFC’s residential programs to assist households experiencing homelessness in obtaining shelter and securing permanent affordable housing.

### **Program Administration: \$ 83,913**

The approved plan allocates funds to support oversight of the CDBG and related affordable housing programs.



# TOWN OF CHAPEL HILL

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

## Item Overview

Item #: 5., File #: [21-0521], Version: 1

Meeting Date: 6/9/2021

### Award a Bid for Street Patching, Milling, Resurfacing, and Re-Striping on Town-Maintained Streets.

#### Staff:

Lance Norris, Director

Mike Wright, Streets & Construction Superintendent

#### Department:

Public Works

**Overview:** The purpose of this item is to recommend that the Council award a bid to Barnhill Contracting Company for street patching, milling, resurfacing, and re-striping Town-maintained streets using two-thirds bond funds.



#### Recommendation(s):

That the Council:

- adopt the attached resolution awarding a bid and authorizing the Town Manager to execute a contract with the lowest responsive, responsible bidder, Barnhill Contracting Company, in an amount of \$1,322,284.30; and
- authorize the Town Manager to extend the base bid contract twice at the same base unit price by a one-year contract addendum if mutually agreeable to both parties (Town of Chapel Hill and the Contractor). (Unit prices for the bid alternates can be resubmitted with each contract extension addendum.)

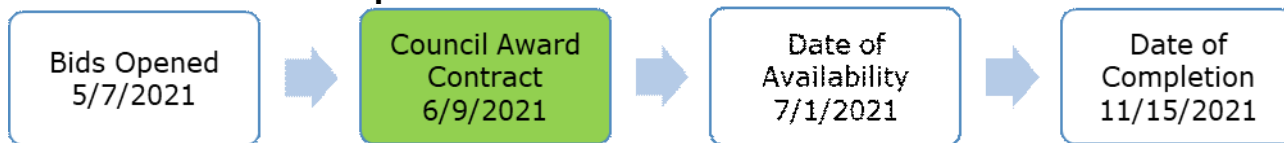
#### Key Issues:

- A third-party contractor conducts a Pavement Condition Survey every other year to evaluate the condition of Town-maintained paved streets. To prioritize and select streets for resurfacing, staff considers the pavement condition rating from the survey along with the use of the street for multiple modes of travel. Attached is a list of streets scheduled for resurfacing.
- The streets scheduled for resurfacing rated "Poor" to "Very Poor" with an average of "Very Poor" in the Town's most recent Pavement Condition Survey.
- As part of our review process, Public Works distributed an extended list of streets under consideration for resurfacing to internal staff including the Bicycle and Pedestrian Champion's Team, and external entities including local utility companies.
- In September 2020, the Transportation and Connectivity Advisory Board (TCAB) received a tentative street resurfacing plan based on the annual operating budget allocation, and the TCAB recommended that Town Council dedicate funds to improve the overall conditions of Town-maintained streets and sidewalks. The list of streets to be resurfaced using the two-thirds bonds was shared with the TCAB in June 2021.
- The Town solicited formal bids for street resurfacing on the Town website and received five responsive bids. Barnhill Contracting Company was determined to be the lowest responsive, responsible bidder.
- This bid included three alternates:
  - Alternate #1 - Manhole Cover/ Water Valve Box Adjustments were included at the request of the Orange Water and Sewer Authority (OWASA). OWASA will obtain their own contractor to conduct the adjustments at their cost. This item is not included in the contract amount.

- Alternate #2 - Trackless Tack (a fast drying mix used to bond asphalt layers that minimizes vehicles tracking emulsified asphalt elsewhere) is included in the contract amount and will be covered by Town funds.
  - Alternate #3 - Thermo-Plastic Pavement Markings. This bid alternate is included in the contract amount and will be covered by Town funds.
- The Town's Emergency Management and Communications and Public Affairs Department will work with other Town staff to provide updates on resurfacing in coordination with other major construction projects in Town. Information on project progress will be available to the public on the [Getting Around Chapel Hill webpage](https://www.townofchapelhill.org/residents/transportation/getting-around-chapel-hill) [<https://www.townofchapelhill.org/residents/transportation/getting-around-chapel-hill>](https://www.townofchapelhill.org/residents/transportation/getting-around-chapel-hill).
- Town staff will provide letters giving at least two weeks' notice of construction to residences and businesses on the streets scheduled for resurfacing. No-Parking signs will be placed on the road at least 48 hours in advance of construction and will list the project start date.

**Fiscal Impact/Resources:** This street resurfacing is being funded using Two-Thirds General Obligation Bonds for streets and sidewalks. The Council approved a budget ordinance amendment appropriating these funds on May 26, 2021.

**Where is this item in its process?**



**Attachments:**

- Resolution
- List of Streets Scheduled for Resurfacing
- Transportation and Connectivity Advisory Board Recommendation



**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE A CONTRACT WITH BARNHILL CONTRACTING COMPANY IN AN AMOUNT OF \$1,322,284.30 FOR STREET RESURFACING (2021-06-09/R-3)**

WHEREAS, the Town of Chapel Hill solicited formal bids for street resurfacing on the Town website on April 19, 2021 in accordance with G.S. 143-129; and

WHEREAS, five responsive bids were received and opened on May 7, 2021; and

WHEREAS, the responsive bids were evaluated and Barnhill Contracting Company was determined to be the lowest responsive, responsible bidder; and

WHEREAS, the bid permits an increase or decrease of up to 25% in the scope of work.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorizes the Town Manager to execute a contract with the lowest responsive, responsible bidder, Barnhill Contracting Company, in an amount of \$1,322,284.30.

BE IT FURTHER RESOLVED that the Town Manager is authorized to extend the base bid contract twice at the same base unit price by a one-year contract addendum if mutually agreeable to the Town and Barnhill Contracting Company.

This the 9<sup>th</sup> day of June, 2021.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council authorizes execution of a contract with Barnhill Contracting Company to provide street resurfacing services.

## TWO-THIRDS BONDS RESURFACING STREET LIST

Street	From	To	Comment
Allard Rd.	Curtis Rd.	Cul-de-sac	
Arlen Park Dr.	15-501 South	Edgewater Cir.	Collector
Brookside Dr.	Hilltop St.	McCauley St.	
Caswell Rd.	Estes Dr.	Cumberland Rd.	
Caswell Rd.	Cumberland Rd.	Estes Dr.	
Catesby Ln.	Collinson Dr.	Cul-de-sac	
Cedar Hills Dr.	Cedar Hills Cir.	Weaver Dairy Rd.	Collector
Colburn Pt.	Marin Dr.	Cul-de-sac	
Collinson Dr.	Piney Mountain Rd.	Cul-de-sac	
Columbia Pl. (E)	Columbia Pl.	Cul-de-sac	
Columbia Pl. (W)	Columbia Pl.	Cul-de-sac	
Columbia Place Dr.	Columbia St. (N)	Columbia Pl. (E)	
Columbia St. (N)	Longview St.	Longview St.	
Europa Dr.	Legion Rd.	End maintenance	Multi-Modal Bike lanes will be added.
Faison Rd.	Falkner Dr.	Faison Rd.	
Francis St.	Ephesus Church Rd.	Cul-de-sac	
Gurnsey Tr.	Old Barn Ln.	Pinehurst Dr.	
Ivy Brook Ln.	Cobble Ridge Dr.	Cobble Ridge Dr.	
Karin Ct.	Glenview Pl.	Cul-de-sac	
Kingston Dr.	Weaver Dairy Rd.	Silver Cedar Ct.	Collector
New Castle Dr.	Lancaster Dr.	Galway Dr.	
Nuttal Pl.	Collinson Dr.	Cul-de-sac	
Nuttree Ln.	Cobble Ridge Dr.	Rosburn Way	
Old Barn Ln.	Barbee Chapel Rd. (W)	Sprunt St.	
Ridgecrest Dr.	Lake Shore Dr. (S)	Old Oxford Rd.	
Riggsbee Rd.	Brookview Dr.	Piney Mountain Rd.	
Roberson St. (N)	Mitchell Ln.	Rosemary St.	
Rosburn Way	Town limits	Cul-de-sac	
Simerville Rd.	Meadowmont Ln.	Faison Rd.	
Sourwood Cir.	Sourwood Dr.	Sourwood Dr.	
Sourwood Dr.	Kings Mill Rd.	Sourwood Cir.	
Umstead Dr.	Martin Luther King Jr. Blvd.	Estes Dr.	Multi-Modal/Collector Sharrows will be added.
Woodhaven Rd.	Lakeshore Dr. (S)	May Ct.	
Woodleaf Dr.	Seawell School Rd.	Cul-de-sac	

*\*Although not scheduled for resurfacing at this time, Willow Drive and Burning Tree Drive are being considered for bike lanes. Funding will be identified to proceed with re-striping if bike lanes are recommended.*

## TRANSPORTATION AND CONNECTIVITY ADVISORY BOARD

*To assist the Chapel Hill Town Council in creating an inclusive connected community by recommending, advocating and planning for comprehensive, safe, effective and sustainable multi-modal transportation and connectivity*

### RECOMMENDATION 5-Year Resurface Plan (FY21-FY25) September 22, 2020

**Recommendation:**    **Approved**    ☒    **Approval with Conditions**    ☐    **Denied**    ☐

**Motion:**        Rudy Juliano moved and Vice-Chair Susanne Kjemtrup-Lovelace seconded to recommend that Town Council dedicate funds to improve the overall conditions of town maintained streets and sidewalks.

**Vote:**    7-0

**Ayes:**    **Jason Merrill (Chair), Susanne Kjemtrup-Lovelace (Vice-Chair), Eric Allman, David Hallen, Brian Hageman, Rudy Juliano and Heather Brutz**

**Nays:**

Prepared by: Jason Merrill, Chair, Transportation and Connectivity Advisory Board  
Jomar Pastorelle, Transportation Planner I



# TOWN OF CHAPEL HILL

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

## Item Overview

Item #: 6., File #: [21-0522], Version: 1

Meeting Date: 6/9/2021

### Adopt a Resolution Supporting a Grant Application to the Governor's Highway Safety Program.

#### Staff:

Colleen Willger, Director  
Bergen Watterson, Transportation Planning Manager  
Jordan Powell, Complete Streets Specialist

#### Department:

Planning

**Overview:** On January 29, 2021, staff submitted a preliminary application for the North Carolina Governor's Highway Safety Program (GHSP) grant program for Fiscal Year 2022. Council must adopt a resolution to finalize the application and accept federal funding from the grant program. If received, the grant funds would pay a part-time GIS/Complete Streets Specialist, who oversees the inter-agency and inter-disciplinary Pedestrian Safety (Road to Zero) Task Force, contribute to Chapel Hill Police Department crosswalk enforcement efforts, and support additional pedestrian safety and education campaigns. This grant application is a continuation of the existing GHSP grant the Town received in FY21.



#### Recommendation(s):

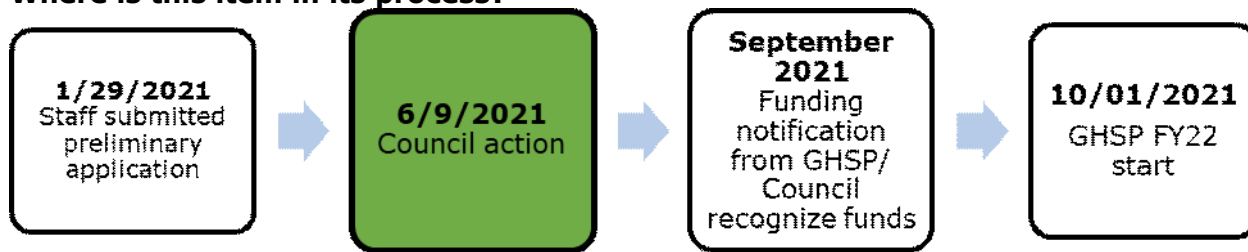
That the Council adopt the resolution approving the grant application to the Governor's Highway Safety Program in the amount of \$64,450.

#### Key Issues:

- From 2016 to 2020, the Town experienced a total of 127 pedestrian crashes, three of which were fatal.
- Crash clusters occurred within the downtown area and along high-speed corridors.
- Staff created a [Pedestrian Safety Action Plan](https://www.townofchapelhill.org/home/showpublisheddocument/47124/637378486668570000) in spring 2019, which aims to create a safe, connected, and accessible community. Staff began implementing the Pedestrian Safety Action Plan in 2020 with the FY21 GHSP grant funding.
- GHSP funds will build off the Pedestrian Safety Action Plan, enhance pedestrian safety efforts, and expand community engagement.

**Fiscal Impact/Resources:** If awarded the \$64,450 grant, the Town will be able to fund personnel costs, operating costs, and other direct costs. The personnel costs would cover the part-time GIS/Complete Street Specialist position and overtime hours for off-duty officers for one year. Operating costs would cover expenses for outreach campaigns, community stakeholder events and supplies. Other direct costs would cover in-state travel. There is no local match for the grant. If the Town receives the grant staff will bring an item back to Council to formally recognize and appropriate the funds.

## Where is this item in its process?

**Attachments:**

- Resolution
- GHSP Grant Application

**A RESOLUTION SUPPORTING A GRANT APPLICATION TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM (2021-06-09/R-4)**

WHEREAS, The Town of Chapel Hill Planning Department (herein called the "Agency") has completed an application contract for traffic safety funding; and that the Council of the Town of Chapel Hill (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract,

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill in open meeting assembled in the Town of Chapel Hill, North Carolina:

- 1) That the project referenced above is in the best interest of the Governing Body and the general public; and
- 2) That Jordan Powell, GIS/Complete Streets Specialist, is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$64,450 to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
- 3) That the Governing Body has formally appropriated the cash contribution of \$0 as required by the project contract; and
- 4) That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
- 5) That certified copies of this resolution be included as part of the contract referenced above; and
- 6) That this resolution shall take effect immediately upon its adoption.

This the 9<sup>th</sup> day of June, 2021.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council approves the grant application to the Governor's Highway Safety Program in the amount of \$64,450.



# North Carolina Governor's Highway Safety Program Traffic Safety Project Contract – Form GHSP-01

## SECTION A – GENERAL INFORMATION

1. Agency: TOWN OF CHAPEL HILL	4. Contact Person for Agency: James B. [REDACTED]
2. Agency Address: TRANSPORTATION PLANNING 405 MARTIN LUTHER KING JR BLVD CHAPEL HILL, NC 27514	5. Telephone Number: * +1 (919) 998-5351
3. Physical Location of Agency * 405 Martin Luther King Jr. Blvd.	6. Cell Phone: [REDACTED]
8. Federal Tax ID Number / Type of Agency  Federal Tax ID Number: *56-6001199 DUNS No : * 075563783 County: *ORANGE COUNTY  Type of Agency <input type="radio"/> State <input type="radio"/> Non-Profit <input type="radio"/> County <input type="radio"/> Higher Education <input checked="" type="radio"/> Municipality <input type="radio"/> Hospital	7. Email of Contact Person * [REDACTED] 9. Project Year * <input type="radio"/> New <input checked="" type="radio"/> Continuation Year: <input type="radio"/> 1 <input checked="" type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4+
11. Project Title: * FY22_Pedestrian Safety Action Plan	10. Allocation of Funding *  Federal % 100.00 Local % 0.00

Source of Funds			
12. Budget	Total Project Amount	Federal Amount	State/Local Amount
Personnel Costs	\$50,450.00	\$50,450.00	\$0.00
Contractual Services			
Commodities Costs			
Other Direct Costs	\$14,000.00	\$14,000.00	\$0.00
Indirect Costs			
<b>Total Project Costs</b>	<b>\$64,450.00</b>	<b>\$64,450.00</b>	<b>\$0.00</b>

13. Specify How Non-Federal Share Will Be Provided: \*  
N/A

Project Number: PS-22-05-02	CFDA#: 20. 600 - State and Community Highway Safety Work Type: Pedestrian Safety
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## SECTION B – DESCRIPTION OF PROJECT

**Statement of Problem** (Provide detailed information of the highway safety problems in your area to be addressed through this project. Include countywide crash data for the last three years and any other relevant information to validate the statements. For more detailed information see "How to write an effective traffic safety project" located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>)

**Problem Identification**  
From 2015-2019, there were 163 pedestrian crashes in Orange County, ranking 12th worst of 100 N.C. Counties. Of these crashes, 8 resulted in pedestrian fatalities (ranked 40th) and 12 resulted in serious pedestrian injuries (28th).

**Description of Service Area & Demographics**  
The Town of Chapel Hill is home to the University of North Carolina and serves both the permanent and student populations. The Town has an area of 21.3 square miles, 301 miles of state and local roads, and a population of 64,051 (US Census Bureau Population Estimates Program). The University population is 30,101 enrolled students, many of whom are accounted for in the Town's population estimates and are full-time residents for 9 or more months of the year. The Town's major roadway corridors are designed for high vehicle volumes and speeds and pose risks to the safety of the numerous pedestrians who travel them.



### Description of Agency

From 2014 to 2019, the Town experienced a total of 139 pedestrian crashes: 88 recorded by the Town of Chapel Hill and 51 by UNC police. These crashes cluster within the downtown area and along high-speed corridors. The number of pedestrian crashes varies throughout the year; however, November tends to experience the most frequent pedestrian crashes due to the time change and earlier darkness.

Based on North Carolina Crash Reports collected by the Town of Chapel Hill and UNC Police Departments, the top three contributing circumstances are:

- Failure to Reduce Speed
- Inattention
- Improper Backing

The Town of Chapel Hill has a goal to increase its pedestrian, bicycle, and transit commute mode share to 35% by 2025 by promoting pedestrian safety and increasing law enforcement efforts that will protect pedestrians from motor vehicles, especially at marked crosswalks at intersections with a history of pedestrian crashes.

### Proposed Solution

The Town of Chapel Hill plans to use the GHSP grant to fund the second year of a GIS/Complete Streets Specialist at the Town of Chapel Hill and continued extra-duty traffic enforcement efforts by the Chapel Hill Police Department (CHPD). The GIS/Complete Streets Specialist is an invaluable way for the Town to focus on pedestrian safety, with one employee focused explicitly on traffic safety and the implementation of the Town's Pedestrian Safety Action Plan. The plan builds off North Carolina's Vision Zero Initiative and seeks to create a safe, connected, and accessible community for pedestrians. This position is part time and dedicated work tasks include:

- Data Analysis (30%): Continuing to evaluate and analyze crash data, and to coordinate data collection between CHPD and UNC Police, is an important component of the Town's safe systems approach to pedestrian safety and to the long-term sustainability of this movement. As much as 30% of this position is dedicated to analyzing existing pedestrian crash data, collecting and updating pedestrian crash data, and providing guidance to treat high-risk street networks and intersections.
- Staff the Pedestrian Safety Task Force (20%): In FY21, the Town created a pedestrian safety task force, called the Road to Zero Task Force, that provides critical input and feedback on the implementation of the Town's Pedestrian Safety Action Plan and continued pedestrian safety. The Task Force has representatives from vulnerable and under-served communities, transportation, transit, public health, police, youth services, homeless services, eldercare, UNC, policy advisers, and community advocates. The Task Force holds monthly working meetings for implementation of the Action Plan strategies, focusing on equity, public engagement, Safe Routes to School, and technical analysis.
- Community Outreach (30%): The Town recognizes the importance of community engagement in driving broad community support and understanding of pedestrian and traffic safety initiatives. During the past year, the Town has conducted modified outreach activities – virtual, attendance restricted, socially distanced – in accordance with pandemic safety guidelines. The Town will continue to promote virtual engagement opportunities, which offer touchpoints for community members unable or unwilling to attend in-person activities. In year two the Town's outreach will dually focus on education around traffic safety and evaluation of implementation actions. Engaging and educating the public at in-person workshops, campaign events, and Town activities will be an important part of the Town's year two implementation in order to broaden reach and engagement.
- Enforcement (20%): During year two of the grant, enforcement projects will remain a key component in improving pedestrian safety on high-risk corridors and intersections. Town staff will work with the CHPD to evaluate the first year's enforcement efforts to inform continued high-impact, high-visibility enforcement. Town and CHPD staff expect traffic patterns to return to pre-pandemic levels during FY22, so this approach remains equally important in year two. Crash data, GIS analysis, and safety countermeasures implemented during year one will inform enforcement activities in year two.

### Budget Description

The GHSP Grant will fund:

- CHPD overtime pay: This effort includes paying overtime for Chapel Hill off-duty officers to conduct enforcement activities using saturation patrols and other high visibility enforcement efforts. These will focus on key high-risk locations and the top three contributing circumstances to pedestrian crashes – speeding, inattention, and improper backing. CHPD will schedule a minimum of forty (40) hours of overtime throughout the month in 4-6 hour shifts. In order to be reimbursed for funds spent on time and a half salary and benefits, the agency will submit a monthly schedule for overtime efforts and the monthly on-duty schedules of the officers who worked the overtime enforcement activities that month. The Chapel Hill Police Department agrees to submit copies of CAD reports that coincide with each officer's overtime shift, enforcement data, and copies of the citations issued during the overtime shift. Salary and fringe benefit information will be provided for all officers working the overtime enforcement activities.
- GIS/Complete Streets Specialist Pay: This is a part-time position, funded at 950 hours over the course of the grant. The FY22 budget follows Town protocol for cost of living pay increase. In order for the same staff member to continue working in this capacity, the Town will incur additional fringe costs, reflected in the budget.
- Community Outreach: The GIS/Complete Streets Specialist will purchase supplies for outreach campaigns, community workshops, and other events with community stakeholders. Supplies may include signage, tables, educational activities, and

snacks. The Town will include agendas and sign-in sheets with reimbursement for snacks and supplies.

- Travel: The GIS/Complete Streets Specialist and other Town staff will travel to regional events and conferences, including the GHSP Traffic Safety Symposium in Raleigh, in order to learn and share best practices in traffic safety.

#### Travel Justification

The GIS/Complete Streets Specialist will be responsible for the Town's collaboration efforts with UNC and other stakeholders. This will include traveling to hold outreach programs, workshops, learning labs, and conducting field visits to sites of interest.

The GIS Complete Street Specialist and Town staff will travel at least 100 miles to sites where pedestrian and vehicular incidents occurred, attend various workshops/training sessions related to pedestrian safety, and host monthly outreach campaigns at different locations within Chapel Hill's jurisdiction. The Town will also send the GIS/Complete Street Specialist and 2-3 additional pedestrian safety team members to conferences focusing on pedestrian and traffic safety. These conferences include the GHSP Traffic Safety Symposium in Raleigh and the ITS America Conference in Charlotte, which will help staff learn the power and role of data and new technologies in keeping pedestrians safe and eliminating road fatalities and serious injuries. The budget will be used to cover costs associated with attending these conferences.

#### To be completed by law enforcement agencies seeking first year grant:

Provide the agency's number of sworn officers	
Does the agency currently have a dedicated traffic or DWI unit?	Yes <input type="radio"/> No <input type="radio"/>
If a dedicated traffic or DWI unit exists, how many officers are assigned to the unit?	

For applicants requesting enforcement grants, please provide the following county fatality rankings:

Information can be located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>

Overall Fatality Ranking:	46
Alcohol Fatality Ranking:	35
Unrestrained Fatality Ranking:	44
Speed Related Fatalities:	33
Other Applicable Rankings: (Specify)	Young Driver Fatality - 43; Pedestrian Fatality - 40; Bicyclist Fatality - 81

As part of this project all law enforcement agencies must enter traffic enforcement citations data of their agency for the past three years.

Year 2018	Occupant Protection Citations	6	DWI Citations	193	Speed Citations	1,588
Year 2019	Occupant Protection Citations	7	DWI Citations	153	Speed Citations	1,117
Year 2020	Occupant Protection Citations	6	DWI Citations	96	Speed Citations	509

**Goals and Objectives** (Provide at least one SMART (Specific, Measurable, Attainable, Realistic and Timely) goals and objectives. For more detailed information see "How to write an effective traffic safety project" located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>)

Goal #1: Reduce pedestrian crashes in Orange County by 12% from the 2015-2019 average of 32.6 to 28 during the fiscal year October 1, 2021 to September 30, 2022.

Objectives:

1. Identify high-risk locations and conduct targeted enforcement efforts at these locations a minimum of 40 hours/month.
2. Track pedestrian and motorist contacts from all high visibility enforcement efforts and report locations, contacts, and hours.
3. Host or participate in two (2) public engagement events with stakeholders and the general public each quarter.
4. Offer semi-annual training/re-training for frontline law enforcement officers in pedestrian safety.
5. Foster a sustainable partnership with UNC by hosting four (4) or more workshops and/or learning labs throughout the school year, including field visits to sites of interest and walkability audits.

Goal #2:

Objectives:

Goal #3:

Objectives:

**Below are the 5-year goals of the NC Governor's Highway Safety Program (GHSP). To be eligible for funding, your traffic safety project should match one or more of the GHSP goals. Check all that apply.**

- ☒ Reduce NC's traffic-related fatalities by 12% from the 2014-2018 average of 1,392 to 1,228 by December 31, 2021.
- ☐ Reduce NC's alcohol-related fatalities by 10% from the 2014-2018 average of 401 to 361 by December 31, 2021.
- ☐ Reduce NC's unrestrained fatalities by 10% from the 2014-2018 average of 398 to 358 by December 31, 2021.
- ☐ Reduce NC's speed-related fatalities by 5% from the 2014-2018 average of 472 to 448 by December 31, 2021.
- ☐ Reduce NC's young driver-involved fatal crashes by 10% from the 2014-2018 average of 170 to 153 by December 31, 2021.
- ☐ Reduce NC's motorcycle fatalities by 5% from the 2014-2018 average of 187 to 178 by December 31, 2021.
- ☐ Increase NC's seat belt usage rate 2.9 percentage points from the 2015-2019 average of 90.5% to 93.4% by December 31, 2021.

### SECTION C – BUDGET DETAIL

#### Personnel Costs

#	Personnel Position	Salary
1	Activity hours for GIS/Complete Streets Specialist	\$19,950.00
2	Overtime hours for off-duty officers	\$25,000.00
3		
4		
5		
6		
7		
8		
9		
10		

Total Salaries Cost: \$44,950.00

#	Personnel Fringe Benefits	Cost
1	Fringe benefits for GIS/Complete Streets Specialist	\$5,500.00
2		
3		
4		
5		
6		
7		
8		
9		
10		

Total Fringe Benefits Cost: \$5,500.00

Total Personnel Costs: \$50,450.00

#### Contractual Services

#	Contractual Service To Be Provided	Cost
1		
2		
3		



4		
5		
6		
7		
8		
9		
10		
11		

Total Contractual Services:

**Commodities Costs**

#	Commodities	Cost
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		

Total Commodities Cost:

**Other Direct Costs**

#	Equipment	Quantity	Cap Amount	Cost
1				
2				
3				
4				
5				
6				
7				
8				

Total Equipment Cost

#	Other Items and Equipment Direct Cost: <i>(Cost Limited to Less Than \$5000 Per Item)</i>	Cost
1	Outreach/Educational/Workshop Supplies	\$10,000.00
2		
3		
4		
5		
6		
7		

8		
Total Other Items and Equipment Direct Cost:		\$10,000.00
#	Travel	Cost
1	In-State Travel	\$4,000.00
2	Out-of-State Travel	
Total Travel Cost:		\$4,000.00
Total Other Direct Costs:		\$14,000.00

### Indirect Costs

#	Indirect Costs	Cost
1		
2		
3		
4		
Total Indirect Costs		

### SECTION D – SCHEDULE OF TASKS BY QUARTERS

List the schedule of tasks by quarters, referring specifically to the objectives in Section B. Tasks should be a bulleted list of activities to be performed in each quarter.

#### Conditions for Enforcement Projects Only

*By checking this box, the above agency agrees to the terms below as additional activities to be performed as part of this project.*



- A minimum of one (1) nighttime and one (1) daytime seat belt initiative per month;
- A minimum of one (1) impaired driving checkpoint per month;
- A minimum of 50% of seat belt initiatives must be conducted at night between the hours of 7:00 p.m. and 7:00 a.m.;
- Participation in all "Click It or Ticket" and "Booze It & Lose It" campaigns;
- Participation in any event or campaign as required by the GHSP;
- Attempt to utilize one of the Forensic Tests for Alcohol Branch's Mobile Breath Alcohol Testing (BATMobiles) units during at least one of the impaired driving checkpoints.

#### First Quarter (October, November, December)

1. Update annual report of all pedestrian crashes
2. Publish crash report online and through a press release
3. Host two (2) collaborative events with UNC students: one walkability audit and one additional educational event
4. Conduct one (1) pedestrian safety training for frontline law enforcement officers
5. Conduct 120 hours of high-visibility saturation enforcement projects
6. Conduct post-enforcement surveys to evaluate project progress
7. Conduct school zone enforcement projects in coordination with school-year kickoff, Walk to School Day, and Safe Routes to School initiative
8. Host two (2) public engagement events
9. Meet with Town staff and relevant stakeholders to promote pedestrian safety in 2022 calendar year planned infrastructure projects and policy updates
10. Hold three (3) Road to Zero Task Force meetings
11. Participate in GHSP-sponsored campaigns

#### Second Quarter (January, February, March)

1. Collect and process data
2. Host one (1) walkability audit with UNC students
3. Conduct school zone enforcement projects when schools return from winter break
4. Host two (2) public engagement events
5. Evaluate Road to Zero Task Force Strategies and create strategic plan for 2022 calendar year
6. Conduct 120 hours of high-visibility saturation enforcement projects
7. Hold three (3) Road to Zero Task Force meetings
8. Participate in GHSP-sponsored campaigns

#### Third Quarter (April, May, June)

1. Collect and process data
2. Host one (1) walkability audit with UNC students

3. Conduct school zone enforcement projects in coordination with Safe Routes to School initiative and Bike to School Day
4. Host two (2) public engagement events
5. Work with neighborhood leaders to ensure equitable promotion of pedestrian activities in warm-weather months
6. Conduct one (1) pedestrian safety training for frontline law enforcement officers
7. Conduct 120 hours of high-visibility saturation enforcement projects
8. Hold three (3) Road to Zero Task Force meetings
9. Participate in GHSP-sponsored campaigns

Fourth Quarter (July, August, September)

1. Collect and process data
2. Work with UNC and other stakeholders to promote pedestrian safety at warm-weather activities and events.
3. Host two (2) public engagement events
4. Conduct 120 hours of high-visibility saturation enforcement projects
5. Conduct post-enforcement surveys to evaluate project progress
6. Hold three (3) Road to Zero Task Force meetings
7. Participate in GHSP-sponsored campaigns

**AGENCY AUTHORIZING SIGNATURE**

- ☐ I have read and accept terms and conditions of the grant funding and attached the Grant Agreement. The information supplied in this application is true to the best of my knowledge.

Name:  PIN  Date:

☐ **NCDOT AUTHORIZING SIGNATURE**

Name:  PIN  Date:

**Note:**

1. Submitting grant application is not a guarantee of grant being approved.
2. Once form has been submitted, it cannot be changed unless it has a status of "Return".



# TOWN OF CHAPEL HILL

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

## Item Overview

Item #: 7., File #: [21-0523], Version: 1

Meeting Date: 6/9/2021

### **Authorize the Town Manager to Negotiate and Execute a Sole Source Contract for Software Modules and Implementation Services from Trapeze Software Group, Inc.**

#### **Staff:**

Brian Litchfield, Transit Director  
Nick Pittman, Transit Planning Manager

#### **Department:**

Transit

**Overview:** In an effort to meet advisory committee (EZ Rider Advisory Committee, EZRAC) and customer needs, Transit needs to purchase new software modules to provide customers options when scheduling trips and providing real-time arrival information to EZ Rider customers.



#### **Recommendation(s):**

That the Council authorize the Town Manager to negotiate and execute a sole source contract to purchase software modules and implementation services from Trapeze Software Group, Inc.

#### **Decision Points:**

- Sole source purchases must be approved by the governing board of a political subdivision of the State pursuant to [N.C.G.S. 143-129\(e\) \(6\)](#).

#### **Background**

EZ Rider is a shared-ride, public transportation for individuals with a disability or health condition that prevents them from using Chapel Hill Transit's fixed-route bus services for some or all of their trips. This program was developed to comply with the federal Americans with Disabilities Act of 1990 (ADA).

The referenced contract will allow the Town of Chapel Hill to purchase new software modules that will integrate with existing proprietary software which the Town has been using since 2008. The contract will include installation support and training.

- The new modules provide the following benefits to Chapel Hill Transit and to Chapel Hill Transit customers:
  - PASS - WEB -
    - Enables customers to confirm, cancel, or book trips online without the need to speak with a reservationist
    - Customers can book trips 24 hours a day through common desktop browser applications
    - Customers can review and edit Client Information
    - Real-time arrival details
    - Increases efficiencies for the agency and customers reducing demand on reservations staff
    - Decreases opportunities for human error in trip scheduling
  - Notifications -
    - Uses interactive voice response (IVR) technology to enable customers, caregivers

and service providers to request, book, confirm or cancel trips without the need to speak with a reservationist.

- Agency can automate callback or email reminders to help minimize no-shows and driver wait times.

**Key Issues:**

- The software modules must integrate with the proprietary supporting software. The software vendor (Trapeze) is the only source for these software modules.
- The EZ Rider Advisory Committee (EZRAC) has established priorities to establish online trip booking and text/email/phone notification of scheduled trip arrival.
- Trapeze PASS Software Modules are the continued development of a highly specialized and proprietary product.

**Fiscal Impact/Resources:** The estimated cost for this purchase is \$114,299. The purchase will be funded 80% by a Federal Transit Administration (FTA) grant with the 20% local match provided by the Transit Fund. The grant has pre-award authority through the FTA. Grant will be brought to Town Council to be recognized and adopted in the budget in the near future.

**Attachments:**

- Resolution



**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO NEGOTIATE AND EXECUTE A SOLE SOURCE CONTRACT TO PURCHASE SOFTWARE MODULES AND IMPLEMENTATION SERVICES FROM TRAPEZE SOFTWARE GROUP, INC. (2021-06-09/R-5)**

WHEREAS, the Town of Chapel Hill is responsible for providing quality demand-response transportation services to meet federal requirements and local policies; and

WHEREAS, the EZ Rider Advisory Committee (EZRAC) has established priorities to establish online trip booking and text/email/phone notification of scheduled trip arrival; and

WHEREAS, to continue providing quality demand-response transportation services and meet the needs of the EZ Rider Advisory Committee (EZRAC), software modules must be added to the current supporting software; and

WHEREAS, the software modules needed must integrate with the supporting software and Trapeze Software Group, Inc. is the only source for these software modules; and

WHEREAS, sole source purchases must be approved by the governing board of a political subdivision of the State pursuant to [N.C.G.S. 143-129\(e\) \(6\)](#)

<http://www.ncga.state.nc.us/gascripts/statutes/statutelookup.pl?statute=143-129>>. <sup>1</sup>

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorizes the Town Manager to negotiate and execute a sole source contract to purchase software modules and implementation services from Trapeze Software Group, Inc.

This the 9<sup>th</sup> day of June, 2021.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council authorizes the Town Manager to negotiate and execute a sole source contract to purchase software modules and implementation services from Trapeze Software Group, Inc.



# TOWN OF CHAPEL HILL

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

## Item Overview

Item #: 8., File #: [21-0524], Version: 1

Meeting Date: 6/9/2021

### **Authorize the Town Manager to Negotiate and Sign an Automated Passenger Counters Sole Source Purchase Contract.**

#### **Staff:**

Matthew Cecil, Transit Development Manager

#### **Department:**

Transit

**Overview:** Transit currently has Automated Passenger Counters (APCs) on 65% of its fixed route fleet and needs to equip the remainder of its fleet with them. Our hardware on the buses currently equipped is supplied by Urban Transportation Associates (UTA). In order to maintain equivalent function and data integration amongst the entire fleet, hardware and integration software for the remaining 33 buses will need to be supplied by UTA.



#### **Recommendation(s):**

That the Council adopt the attached resolution authorizing the Town Manager to negotiate and sign a sole source contract to purchase hardware and implementation services from UTA to have 100% of Transit's buses equipped with Automated Passenger Counters.

#### **Decision Points:**

- Chapel Hill Transit collects ridership data on all routes for performance evaluation, needs assessments, and reporting purposes.
- Currently ridership is collected on 65% of transit buses, and total ridership is calculated using a statistician-approved rotation.
- APCs on 100% of vehicles provides the opportunity to analyze ridership data on a specific route, time, and day of the week.
- Chapel Hill Transit's fleet is equipped with UTA exclusive components.
- To maintain similar infrastructure on all the fleet, components will need to be sources from UTA, as the competitive process will still require 60% of the components being exclusively available from UTA.
- Sole source purchases must be approved by the governing board of a political subdivision of the State pursuant to N.C.G.S. 143-129(e) (6).

#### **Key Issues:**

- Purchasing additional APCs from UTA will allow the Town of Chapel Hill to have the same infrastructure on all transit buses that has been in place since the implementation of APCs in 2005.
- Integrating collected data with data from the 65% of buses that have APC's will require the same hardware and integration module currently in place.
- Using UTA will maintain a component set that can be integrated into future software systems, while requiring maintenance and parts for only one system.

**Fiscal Impact/Resources:** The purchase will be funded by 5339 Grant Funds, with an estimated cost of \$118,000. The purchase will be funded 80% by a Federal Transit Administration (FTA) grant with the 20% local match provided by the Transit Fund. The grant has pre-award authority through the FTA. Grant will be brought to Town Council to be recognized and adopted in the budget in the near future.

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**Item #: 8., File #: [21-0524], Version: 1**

**Meeting Date: 6/9/2021**

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**Attachments:**

- Resolution

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO NEGOTIATE AND EXECUTE A SOLE SOURCE CONTRACT TO PURCHASE AUTOMATIC PASSENGER COUNTERS FROM URBAN TRANSPORTATION ASSOCIATES TO PROVIDE AUTOMATIC PASSENGER COUNTERS ON THE ENTIRE TRANSIT FLEET (2021-06-09/R-6)**

WHEREAS, the Town of Chapel Hill is responsible for collecting accurate ridership data to meet federal requirements and local interests; and

WHEREAS, the Town of Chapel Hill is responsible for accurately reporting its ridership performance to multiple agencies to meet federal requirements; and

WHEREAS, to improve ease of data collection, automatic passenger counters should be applied to the entire fixed route fleet; and

WHEREAS, these counters must integrate with existing infrastructure, while being capable of adapting to future technologies, and Urban Transportation Associates is the only source for necessary data integration; and

WHEREAS, sole source purchases must be approved by the governing board of a political subdivision of the State pursuant to [N.C.G.S. 143-129\(e\) \(6\)](http://www.ncga.state.nc.us/gascripts/statutes/statutelookup.pl?statute=143-129) [<http://www.ncga.state.nc.us/gascripts/statutes/statutelookup.pl?statute=143-129>](http://www.ncga.state.nc.us/gascripts/statutes/statutelookup.pl?statute=143-129).

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorizes the Town Manager to negotiate and execute a sole source contract to purchase automatic passenger counters and related installation support from Urban Transportation Associates.

This the 9<sup>th</sup> day of June, 2021.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council authorizes the Town Manager to negotiate and execute a sole source contract to purchase automatic passenger counters from Urban Transportation Associates.



# TOWN OF CHAPEL HILL

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

## Item Overview

Item #: 9., File #: [21-0525], Version: 1

Meeting Date: 6/9/2021

### Close a Portion of Public Right-of-Way of Maxwell Road within the Glen Lennox Development.

#### Staff:

Lance Norris, Director  
Chris Roberts, Manager of Engineering and Infrastructure

#### Department:

Public Works

**Overview:** The Glen Lennox Development includes a proposed realignment of Maxwell Road. The realignment involves closing a portion of the existing public right-of-way and dedicating new right-of-way. The realignment of Maxwell Road is in accordance with Section 5.4 (a)(2) of the Glen Lennox Development Agreement.

More information about the Glen Lennox Development Agreement may be found at:

<https://www.townofchapelhill.org/government/departments-services/planning/development-activity-report/glen-lennox>

This process followed the two requirements of North Carolina General Statute Sec. 160A-299:

- Council adopted a resolution declaring its intent to close the public right-of-way and to call a public hearing. The public hearing was held [May 5, 2021](#)  
<https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4930479&GUID=BEDBAE3D-3489-466D->
- All publication and posting requirements of this statute have been met



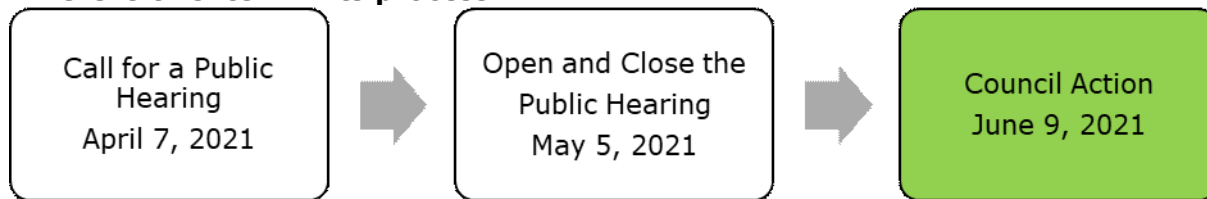
#### Recommendation(s):

That the Council adopt a resolution closing a portion of the public right-of-way to support the realignment of Maxwell Road within the Glen Lennox Development.

**Fiscal Impact/Resources:** Impacts to future investments are unknown.

#### Key Issues:

- Closing portions of the public right-of-way is to realign Maxwell Street.
- This re-alignment is in accordance with Section 5.4 (a)(2) of the Glen Lennox Development Agreement and will include right-of-way dedication to maintain the existing 50' wide right-of-way.
- The sole adjacent property owner is Glen Lennox Apartments, LLC, who is requesting the closure and will receive the entire requested right-of-way areas.
- No public comments have been received.

**Where is this item in its process?****Attachments:**

- Resolution
- Closure Request Letter from Ballentine Associates with Exhibit of Requested Maxwell Road Right-of-Way Closure
- NC Statute 160A-299

**A RESOLUTION TO APPROVE A REQUEST TO CLOSE A PORTION OF PUBLIC RIGHT-OF-WAY OF MAXWELL ROAD WITHIN THE GLEN LENNOX DEVELOPMENT (2021-06-09/R-7)**

WHEREAS, the Town of Chapel Hill has received a request from Ballentine Associates to close a portion of public right-of-way for a realignment of Maxwell Road within the Glen Lennox Development; and

WHEREAS, the sole abutting property of this public right-of-way is owned by the requesting party, Glen Lennox Apartments, LLC; and

WHEREAS, the redesign of Maxwell Road is in accordance with Section 5.4 (a)(2) of the Glen Lennox Development Agreement; and

WHEREAS, the Council finds, upon review of the facts and of information received at the Public Hearing on May 5, 2021 <<https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4930479&GUID=BEDBAE3D-3489-466D-9F5A-019B2796F23A&Options=&Search=>>> that closing this portion of the Maxwell Road public right-of-way to support a realignment of Maxwell Road would not be contrary to the public interest and that no individual owning property in the vicinity of the proposed closures would be deprived of reasonable means of ingress and egress to his or her property by the closing of said right-of-way.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby approves the closure of a portion of public right-of-way for a realignment of Maxwell Road within the Glen Lennox Development as described in the Closure Request Letter from Ballentine Associates with Exhibit of Requested Maxwell Road Right-of-Way Closure.

This the 9th day of June, 2021.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council closes a portion of public right-of-way for a realignment of Maxwell Road within the Glen Lennox Development.

15 Jan 21

Mr. Chris Roberts, PE  
Manager of Engineering & Infrastructure  
Town of Chapel Hill Public Works Department  
6850 Millhouse Road  
Chapel Hill, NC 27514-5705



Subject: Glen Lennox Block 9A  
Maxwell Road Realignment

Dear Chris,

As you are aware, the proposed development of Glen Lennox Block 9A includes the realignment of a portion of Maxwell Road between Lanark Road and Hamilton Road. The realignment will be performed in accordance with Section 5.4 (a)(2) of the Glen Lennox Development Agreement and will involve abandoning a portion of the existing public right-of-way and dedication of new right-of-way. It is our understanding that the Town Council must approve the right-of-way abandonment part of this and that you are the person who must initiate this process. We are starting our DACP design associated with Block 9A and wanted to go ahead and initiate the abandonment process.

To support this request, I have attached the following items:

- Design Development Drawing Site Plan – Phase 2 (sheet C1001), dated 08 Jan 21.
- A draft Right-of-Way Abandonment & Right-of-Way Dedication Plat dated 21 Dec 20.

Our understanding is that the first step in the process will be for your staff to prepare a Council consent agenda item, which will establish a Council Public Hearing on the matter at a subsequent Council meeting. We are hopeful this item can be included in the next available Council consent agenda and scheduled for the soonest public hearing possible thereafter.

Thanks very much for your assistance with this and please don't hesitate to call me should you have any questions or if you require additional information.

Yours very truly,  
BALLENTINE ASSOCIATES, PA

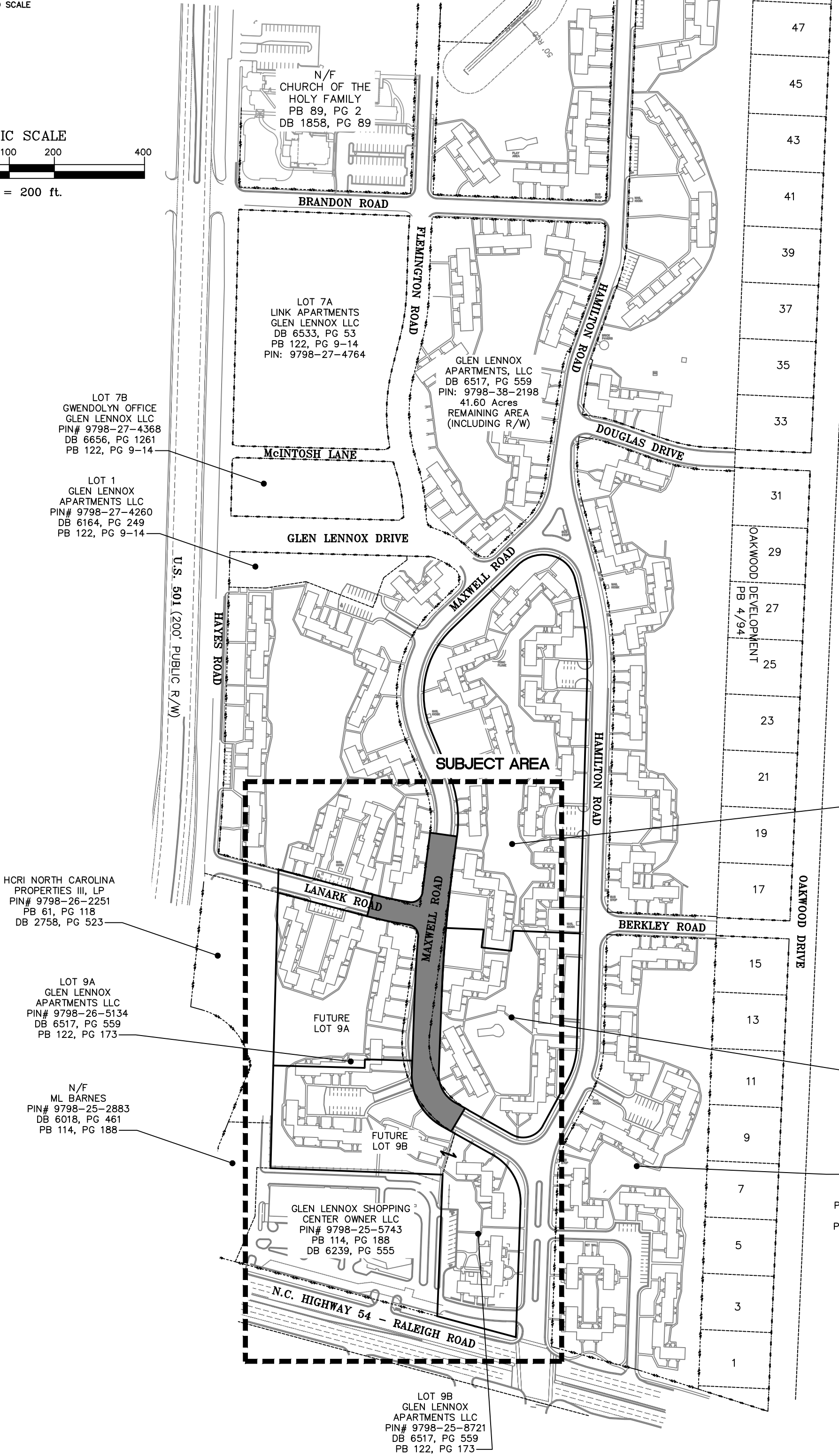
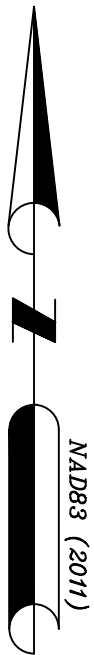
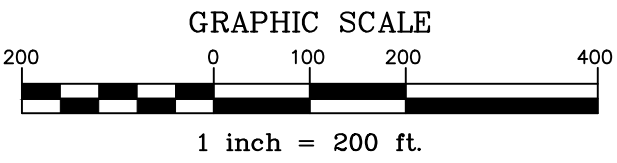
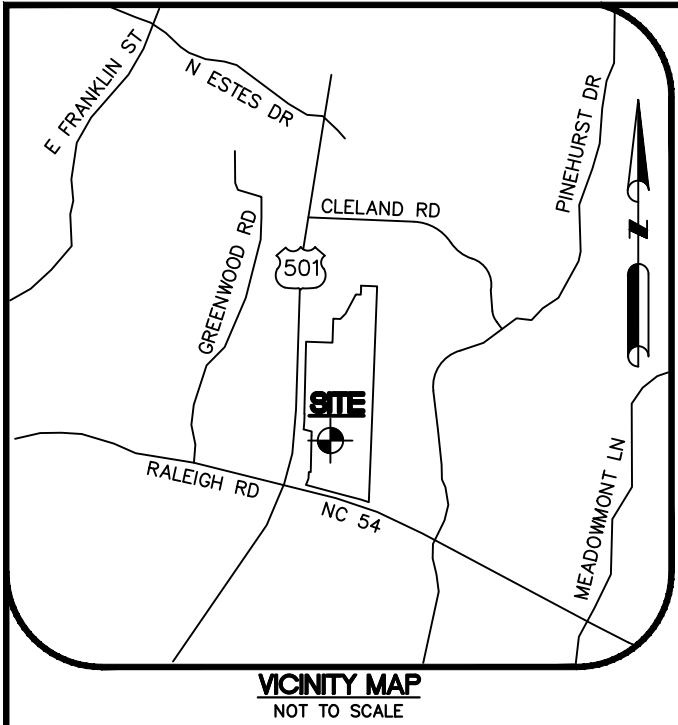
A handwritten signature in blue ink that reads "Dillon W. Smith". The signature is fluid and cursive.

Dillon W. Smith, PE  
Engineering Team Leader









GENERAL NOTES

1. THIS IS A SURVEY OF AN EXISTING PARCEL(S) OF LAND. THIS IS A RIGHT-OF-WAY ABANDONMENT AND RIGHT-OF-WAY DEDICATION PLAT.
2. BEARINGS FOR THIS SURVEY ARE BASED ON NC GRID COORDINATES NAD 83 (2011), GRID TIE PERFORMED USING GPS, BASED, WITH A COMBINED SCALE FACTOR OF 0.99992820.
3. BOUNDARY CLOSURE = 1:130,700.
4. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
5. ZONING: NCD-8C (NEIGHBORHOOD CONSERVATION DISTRICT)
6. \*SETBACKS, PARKING AND BUILDING HEIGHTS: VARIABLE WIDTHS BASED ON LOCATION IN THE PROPOSED DEVELOPMENT - SEE "GLEN LENNOX AREA NEIGHBORHOOD CONSERVATION DISTRICT PLAN FOR CD-8C" AS ADOPTED BY THE CHAPEL HILL TOWN COUNCIL MAY 30, 2012.
7. AREA BY COORDINATE GEOMETRY.
8. FLOOD NOTE: THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE. IT IS LOCATED IN ZONE "X" AS DEFINED BY F.E.M.A F.I.R.M PANEL #3710979800 L DATED OCTOBER 19, 2018.
9. REFERENCES: PB 14, PG 180; DB 3521, PG 131; PB 117, PG 178-179; PB 119, PG 36-38; PB 122, PG 9-14; PB 122, PG 161-164; PB 122, PG 173 OF THE ORANGE COUNTY REGISTER OF DEEDS.
10. SEE PLAT BOOK 14, PAGE 180 FOR ORIGINAL RIGHT OF WAY ALIGNMENTS.

SITE DATA TABLE

BLOCK #	PHASE 1 AREA: ACRES (SQ FT)	PHASE 2 AREA: ACRES (SQ FT)
BLOCK 9A	4.25 (185,108)	2.43 (105,785)
BLOCK 9B	1.54 (66,953)	3.47 (151,170)
BLOCK 4	2.86 (124,620)	2.76 (120,120)
BLOCK 5	5.59 (243,371)	5.58 (243,144)
GLEN LENNOX REMAINDER (EXCLUDING R/W)	31.12 (1,355,421)	31.12 (1,355,105)
GLEN LENNOX TOTAL RIGHT OF WAY	10.49 (456,870)	10.49 (457,019)
GLEN LENNOX REMAINDER (INCLUDING R/W)	41.60 (1,812,291)	41.60 (1,812,123)
TOTAL SITE AREA	55.84 (2,432,343)	55.84 (2,432,343)

TOWN MANAGER ENDORSEMENT

PROVIDED THAT THIS PLAT BE RECORDED WITHIN 30 DAYS OF FINAL APPROVAL.

APPROVED BY:

TOWN MANAGER

DATE

STATE OF NORTH CAROLINA  
COUNTY OF ORANGE

I, \_\_\_\_\_, REVIEW OFFICER OF ORANGE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICE HAS RESPONSIBILITY AS PROVIDED BY LAW.

REVIEW OFFICER  
ORANGE COUNTY LAND RECORDS/GIS

DATE OF CERTIFICATION: \_\_\_\_\_

I, STEVEN M. INJASOULIAN, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION FROM DEED DESCRIPTION RECORDED IN BOOK AND PAGE (AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AND DRAWN FROM INFORMATION FOUND IN BOOK AND PAGE (AS SHOWN); THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000±; AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED, WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL THIS

DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_

STEVEN M. INJASOULIAN PLS L-4732



LOT 5  
GLEN LENNOX  
APARTMENTS LLC  
PIN# 9798-26-9709  
DB 6517, PG 559  
PB 122, PG 161-164

I HEREBY CERTIFY THAT THIS PLAT IS OF THE FOLLOWING TYPE:  
G.S. 47-30 (f)(1)(d). THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

STEVEN M. INJASOULIAN PLS L-4732

CERTIFICATE OF DEDICATION AND MAINTENANCE.  
FOR PIN# 9798-38-2198; 9798-26-8189; 9798-26-9709; 9798-26-5134; 9798-25-8724

THE UNDERSIGNED PARTY, BEING DULY SWORN, CERTIFIES THAT HE IS THE OWNER OR DULY AUTHORIZED REPRESENTATIVE OF THE OWNER OF THE PROPERTY DESIGNATED ON THIS PLAT AS DESCRIBED BELOW, AND HEREBY FREELY DEDICATES ALL RIGHTS-OF-WAY, EASEMENTS, STREETS, RECREATION AREA, OPEN SPACE, COMMON AREA, UTILITIES, AND OTHER IMPROVEMENTS TO PUBLIC OR PRIVATE COMMON USE AS NOTED ON THIS PLAT, AND FURTHER ASSUMES FULL RESPONSIBILITY FOR THE MAINTENANCE AND CONTROL OF SAID IMPROVEMENTS UNTIL THEY ARE ACCEPTED FOR MAINTENANCE AND CONTROL BY AN APPROPRIATE PUBLIC BODY OR, BY AN INCORPORATED NEIGHBORHOOD OR HOMEOWNERS' ASSOCIATION OR SIMILAR LEGAL ENTITY.  
DESCRIPTION/REFERENCE TO LOTS SHOWN ON THIS PLAT AND COVERED BY THIS CERTIFICATE: PIN# 9798-38-2198; 9798-26-8189; 9798-26-9709; 9798-26-5134; 9798-25-8724 [REMAINDER AND LOTS 4, 5, 9A, & 9B].

SIGNATURE FOR GLEN LENNOX APARTMENTS LLC

DATE

NORTH CAROLINA, \_\_\_\_\_ COUNTY

I, \_\_\_\_\_, A NOTARY PUBLIC  
FOR THE

SAID COUNTY AND STATE, DO HEREBY CERTIFY THAT \_\_\_\_\_ PERSONALLY APPEARED

BEFORE ME THIS DAY, AND ACKNOWLEDGED THE DUE EXECUTION OF THE FOREGOING INSTRUMENT.

WITNESS MY HAND AND OFFICIAL SEAL, THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020

NOTARY PUBLIC

MY COMMISSION EXPIRES: \_\_\_\_\_

JOB NUMBER: 107013.03  
DATE: 21 DEC 20  
SCALE: 1"=200'  
DRAWN BY: EJS  
REVIEWED BY: SMJ

GLEN LENNOX  
BLOCK 4, 5, 9A, & 9B - PHASE 2  
RIGHT-OF-WAY ABANDONMENT,  
& RIGHT OF WAY DEDICATION PLAT  
CHAPEL HILL TOWNSHIP, ORANGE COUNTY, NORTH CAROLINA

FINAL PLAT

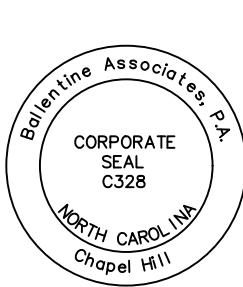
ISSUED

DATE

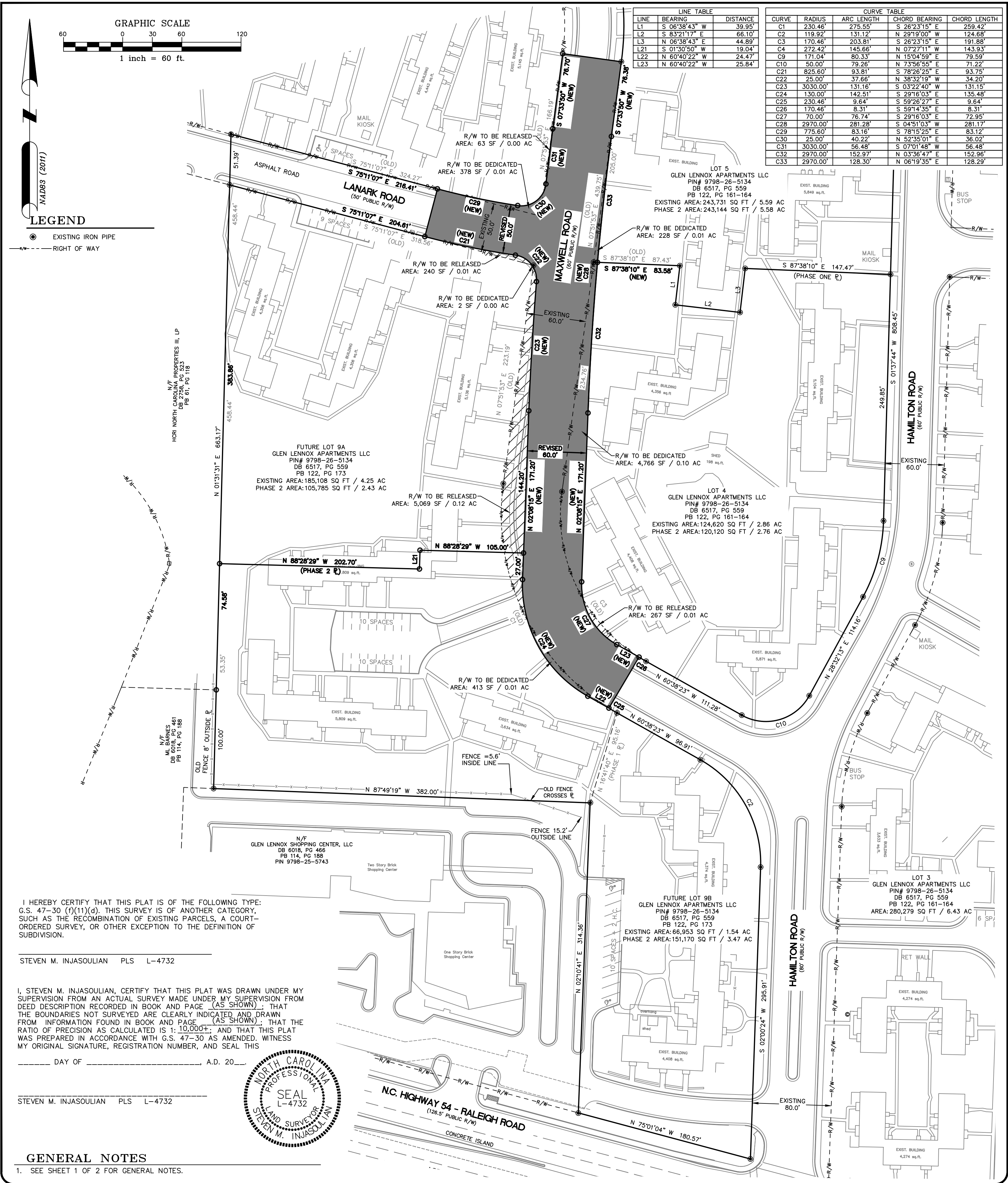
PH: 919-388-5774  
EMAIL: jdy@grubproperties.com

OWNER INFORMATION:  
GLEN LENNOX APARTMENTS, LLC,  
600 PARK RD. SUITE 450  
CHARLOTTE, NC 28209

OWNER'S REPRESENTATIVE:  
JOE DYE



BALLENTINE ASSOCIATES, P.A.  
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2 OF 2

SHEET

JOB NUMBER: 107013.03

DATE: 21 DEC 20

SCALE: 1"=60'

DRAWN BY: ELS

REVIEWED BY: SWI

GLEN LENNOX

BLOCK 4, 5, 9A, & 9B - PHASE 2

RIGHT-OF-WAY ABANDONMENT,

& RIGHT OF WAY DEDICATION PLAT

CHAPEL HILL TOWNSHIP, ORANGE COUNTY, NORTH CAROLINA

FINAL PLAT

ISSUED

DATE

PH.: 919-388-5774

EMAIL: jdy@ballentineassociates.com

OWNER INFORMATION:  
GLEN LENNOX APARTMENTS LLC,  
601 PARK RD. SUITE 400  
CHARLOTTE, NC 28209  
OWNER'S REPRESENTATIVE:  
JOE DYE

Ballentine Associates, P.A.

CORPORATE SEAL C328

NORTH CAROLINA

Chapel Hill

BALLENTINE ASSOCIATES, P.A.

221 PROVIDENCE ROAD, CHAPEL HILL, N.C. 27514

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**§ 160A-299. Procedure for permanently closing streets and alleys.**

(a) When a city proposes to permanently close any street or public alley, the council shall first adopt a resolution declaring its intent to close the street or alley and calling a public hearing on the question. The resolution shall be published once a week for four successive weeks prior to the hearing, a copy thereof shall be sent by registered or certified mail to all owners of property adjoining the street or alley as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along the street or alley. If the street or alley is under the authority and control of the Department of Transportation, a copy of the resolution shall be mailed to the Department of Transportation. At the hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual. If it appears to the satisfaction of the council after the hearing that closing the street or alley is not contrary to the public interest, and that no individual owning property in the vicinity of the street or alley or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property, the council may adopt an order closing the street or alley. A certified copy of the order (or judgment of the court) shall be filed in the office of the register of deeds of the county in which the street, or any portion thereof, is located.

(b) Any person aggrieved by the closing of any street or alley including the Department of Transportation if the street or alley is under its authority and control, may appeal the council's order to the General Court of Justice within 30 days after its adoption. In appeals of streets closed under this section, all facts and issues shall be heard and decided by a judge sitting without a jury. In addition to determining whether procedural requirements were complied with, the court shall determine whether, on the record as presented to the city council, the council's decision to close the street was in accordance with the statutory standards of subsection (a) of this section and any other applicable requirements of local law or ordinance.

No cause of action or defense founded upon the invalidity of any proceedings taken in closing any street or alley may be asserted, nor shall the validity of the order be open to question in any court upon any ground whatever, except in an action or proceeding begun within 30 days after the order is adopted. The failure to send notice by registered or certified mail shall not invalidate any ordinance adopted prior to January 1, 1989.

(c) Upon the closing of a street or alley in accordance with this section, subject to the provisions of subsection (f) of this section, all right, title, and interest in the right-of-way shall be conclusively presumed to be vested in those persons owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley.

The provisions of this subsection regarding division of right-of-way in street or alley closings may be altered as to a particular street or alley closing by the assent of all property owners taking title to a closed street or alley by the filing of a plat which shows the street or alley closing and the portion of the closed street or alley to be taken by each such owner. The plat shall be signed by each property owner who, under this section, has an ownership right in the closed street or alley.

(d) This section shall apply to any street or public alley within a city or its extraterritorial jurisdiction that has been irrevocably dedicated to the public, without regard to whether it has actually been opened. This section also applies to unopened streets or public alleys that are shown on plats but that have not been accepted or maintained by the city, provided that this section shall not abrogate the rights of a dedicator, or those claiming under a dedicator, pursuant to G.S. 136-96.

(e) No street or alley under the control of the Department of Transportation may be closed unless the Department of Transportation consents thereto.

(f) A city may reserve a right, title, and interest in any improvements or easements within a street closed pursuant to this section. An easement under this subsection shall include utility, drainage, pedestrian, landscaping, conservation, or other easements considered by the city to be in the public interest. The reservation of an easement under this subsection shall be stated in the order of closing. The reservation also extends to utility improvements or easements owned by private utilities which at the time of the street closing have a utility agreement or franchise with the city.

(g) The city may retain utility easements, both public and private, in cases of streets withdrawn under G.S. 136-96. To retain such easements, the city council shall, after public hearing, approve a "declaration of retention of utility easements" specifically describing such easements. Notice by certified or registered mail shall be provided to the party withdrawing the street from dedication under G.S. 136-96 at least five days prior to the hearing. The declaration must be passed prior to filing of any plat or map or declaration of withdrawal with the register of deeds. Any property owner filing such plats, maps, or declarations shall include the city declaration with the declaration of withdrawal and shall show the utilities retained on any map or plat showing the withdrawal. (1971, c. 698, s. 1; 1973, c. 426, s. 47; c. 507, s. 5; 1977, c. 464, s. 34, 1981, c. 401; c. 402, ss. 1, 2; 1989, c. 254; 1993, c. 149, s. 1; 2015-103, s. 1.)



# TOWN OF CHAPEL HILL

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

## Item Overview

**Item #:** 10., **File #:** [21-0526], **Version:** 1

**Meeting Date:** 6/9/2021

### Receive Upcoming Public Hearing Items and Petition Status List.

**Staff:**

Sabrina Oliver, Director and Town Clerk  
Amy Harvey, Deputy Town Clerk

**Department:**

Communications and Public Affairs



**Recommendation(s):**

That the Council accept the reports as presented.

**Background:**

Two pages on our website have been created to track:

- public hearings scheduled for upcoming Council meetings; and
- petitions received, including their status and who you can call for information.

The goal is to provide, in easily available spaces, information that allows people to know when Council will be seeking their comments on a particular topic of development and to know the status of a petition submitted at Council meetings.

In addition to being on the website, these pages will be included in each agenda for Council information,

**Fiscal Impact/Resources:** Staff time was allocated to create the semi-automated web pages, and additional staff time will be needed for maintenance.



**Attachments:**

- Scheduled Public Hearings <<https://www.townofchapelhill.org/government/mayor-and-council/council-minutes-and-videos/scheduled-public-hearings>>
- Status of Petitions to Council <<https://www.townofchapelhill.org/government/mayor-and-council/how-to-submit-a-petition/petition-status>>

**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By accepting the report, the Council acknowledges receipt of the Scheduled Public Hearings and Status of Petitions to Council lists.



## SCHEDULED PUBLIC HEARINGS

This webpage lists public hearings that are scheduled for a *specific Council meeting date*, although periodically, some may be continued to a future date. Public hearings may relate to the Land Use Management Ordinance (LUMO), Residential or Commercial Development, Budget, Transportation, or Housing issues. Meeting materials are posted at [Council Meeting Agendas](#), [Minutes](#) and [Videos](#).

Interested in a development project not yet scheduled for Council review? See the [Development Activity Report](#) for the project's current status.

### June 9

- Open a Public Hearing to Consider Closing an Unimproved and Unpaved Portion of Mitchell Lane Public Right-of-Way
- Open a Public Hearing to Consider Incorporating the Climate Action and Response Plan as a Component of the Town's Comprehensive Plan.
- Consider a Special Use Permit Modification for University Place, 201 S. Estes Drive. (Project 19-130)
- Open a Public Hearing Regarding Limited Obligations Bonds.

### June 16

- Consider a Conditional Zoning Application, Aura Development, 1000 Martin Luther King Jr. Blvd. (Project 20-074)
- Consider a Land Use Management Ordinance Text Amendment to Section 3.11, Blue Hill Form District Pertaining to Non-Residential Use Requirements
- Public Hearing Continued: Land Use Management Ordinance Text Amendment Regarding Short Term Rental Regulations Related to Articles 3, 4, and 6 of Appendix A

### June 21

- Concept Plan Review: Jay Street Affordable Housing (Project #20-027)
- Concept Plan Review: St Paul Community Village, 1604 Purefoy Drive
- Concept Plan Review: 101 East Rosemary Street

### June 23

- Consider a Special Use Permit Modification, Timberlyne Offices, 120 Banks Drive (Project 20-087)
- Consider a Conditional Zoning Application, Putt Putt Fun Center (Project 20-062)
- Open the Public Hearing for a Tri-City "limited" scope review of a Conditional Zoning application
- Open a Public Hearing for Rosemary/Columbia Street Hotel, 110 West Rosemary Street Conditional Zoning Application (PROJECT 20-076)
- Open a Public Hearing for a Conditional Zoning: 101-111 Erwin Road (Project #20-082)

# STATUS OF PETITIONS TO COUNCIL

Petitions submitted during the Town Council meetings are added to the list below, typically within five business days of the meeting date.

To contact the department responsible, click on the department name. Meeting materials are posted at [Council Meetings, Agendas, Minutes and Videos](#).

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
05/26/2021	Edson Freeman	<a href="#">Request to Allow Miniature Pigs as Pets</a>	<b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	
05/26/2021	Mary Cummings	<a href="#">Request to Ban Gas-Powered Leaf Blowers</a>	<b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	
05/19/2021	Phil Post	<a href="#">Request to Refer the April 21 Petition Related to 160D to the Planning Commission.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078 Planning Commission	
05/19/2021	Chapel Hill Public Library Advisory Board	<a href="#">Request for a Working Group on Equitable Library Funding.</a>	<b>Mayor</b> <a href="#">Pam Hemminger</a> , Mayor Phone: 919-968-2714 <b>Library</b> <a href="#">Susan Brown</a> , Library Director Phone: 919-969-2034 <b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	



Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
05/19/2021	Council Members Stegman and Parker	<a href="#">Request Regarding Tax Equity Fund.</a>	Town Manager <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	
05/05/2021	C.F. Smith Property Group	<a href="#">Request to Allow Limited Scope (CZD) Conditional Zoning District Review for Construction Start and Construction Completion Timeline Extension Requests for Special Use Permit (Project #14-070), Tri-City Medical Building, 5002 Barbee Chapel Road.</a>	Planning & Development Services <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	At their 05/26/2021 meeting, the Council adopted a resolution for a limited-scope review of a Conditional Zoning Application.
05/05/2021	Mayor pro tem Parker, Council Member Buansi, and Council Member Stegman	<a href="#">Request Regarding Chapel Hill Increasing its Minority and Women Business Enterprise/Disadvantaged Business Enterprise (MWBE/DBE) Contracting Targets.</a>	Business Management <a href="#">Amy Oland</a> , Business Management Director Phone: 919-969-5017 Town Manager <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	
04/21/2021	Environmental Stewardship Advisory Board	<a href="#">Request Regarding UNC-CH's Request to Renew its Coal-Burning Permit for the Cameron Avenue Co-Generation Power Plant.</a>	Mayor <a href="#">Pam Hemminger</a> , Mayor Phone: 919-968-2714	
04/21/2021	Brown & Bunch, PLLC	<a href="#">Request for Permission to Proceed with Presentation of Proposal for a Columbarium at the Old Chapel Hill Cemetery.</a>	Parks & Recreation <a href="#">Phillip Fleischmann</a> , Director Parks and Recreation Phone: 919-968-2785	

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
04/07/2021	Paul Snow and others	<a href="#">Request Regarding Traffic Model in the Area of Estes and MLK.</a>	<b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	On 05/03/21, the Town Council held a public information meeting on this topic. The public hearing for the Aura development project is scheduled for 05/12/21.
03/24/2021	Council Member Anderson	<a href="#">Request Regarding Manufactured Home Parks</a>	<b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	Staff will coordinate with Orange County and Carrboro to respond to this request.
03/24/2021	Mayor Hemminger	<a href="#">Request Regarding Self Storage</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff is preparing information to respond to this request.
02/24/2021	Parks, Greenways, and Recreation Commission	<a href="#">Request Regarding Facilities Repair.</a>	<b>Business Management</b> <a href="#">Amy Oland</a> , Business Management Director Phone: 919-969-5017	This request will be evaluated during the upcoming two-thirds bond issuance and the FY22 budget development process.
02/24/2021	Linda Brown	<a href="#">Regarding 101-111 Development on Erwin Road.</a>	<b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	The project applicant voluntarily submitted a request to receive feedback from the Stormwater Mgmt Utility Advisory Board. The project was discussed at the 04/27/2021 meeting and will return to the SMUAB on 05/25/2021.

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
11/04/2020	Residents in the area of Mason Farm Rd., Whitehead Circle, and Purefoy Rd	<a href="#">Request Improvements to Neighborhood Infrastructure to Promote Safe Walking and Biking and Improved Connectivity to Adjacent Neighborhoods and Campus.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078 <b>Public Works</b> <a href="#">Lance Norris</a> , Public Works Director Phone: 919-969-5100	Staff is preparing information to respond to this request.
10/28/2020	Stormwater Management Utility Advisory Board	<a href="#">Recommendations Regarding the Development Review Process.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078 <b>Public Works</b> <a href="#">Lance Norris</a> , Public Works Director Phone: 919-969-5100	Staff is preparing information to respond to this request.
06/10/2020	Community Design Commission	<a href="#">Request to Create a Downtown Design District.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff will coordinate with the Council Committee on Boards and Commissions to respond to this request.
05/20/2020	Parks, Greenways, and Recreation Commission	<a href="#">Request to Designate all 36.2 Acres of the American Legion Property for Use as a Community Park.</a>	<b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	This request will be incorporated into the public engagement process for the future use of the site.

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
05/20/2020	Elaine McVey	<a href="#">Request to Amend the Land Use Management Ordinance Related to Deer Fencing.</a>	Planning & Development Services <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff is preparing information to respond to this request.
02/26/2020	Carlisle Willard	<a href="#">Request Regarding Proposed Anti-Corruption Resolution.</a>	Town Manager <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	Staff is preparing information to respond to this request.
02/19/2020	Steve Moore	<a href="#">Request Regarding Cemetery Needs.</a>	Parks & Recreation <a href="#">Phillip Fleischmann</a> , Director Parks and Recreation Phone: 919-968-2785 Communications & Public Affairs <a href="#">Sabrina Oliver</a> , Communications & Public Affairs Director Phone: 919-968-2757	Staff is in contact with the petitioner and is working to respond to the items raised in the petition.
01/08/2020	Renuka Soll	<a href="#">Request for an Improved Petition Process.</a>	Town Manager <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	Additional effort is being made to track and update petition status on this website so that the public has access. Petitioners can contact the Mgr.'s office or responding department if they have questions after reviewing updates.
11/20/2019	John Morris	<a href="#">Request Regarding Local &amp; Regional Transit Planning.</a>	Transit <a href="#">Brian Litchfield</a> , Transit Director Phone: 919-969-4908	Staff is preparing information to respond to this request.

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
10/02/2019	Daniel Dunn	<a href="#">Request Regarding Government Transparency.</a>	<b>Technology Solutions</b> <a href="#">Scott Clark</a> , CIO Phone: 919-968-2735 <b>Communications &amp; Public Affairs</b> <a href="#">Sabrina Oliver</a> , Communications & Public Affairs Director Phone: 919-968-2757	This information is readily available via a public records request in order to assure accuracy and maintain the security of personally identifiable information.
09/11/2019	East Franklin Neighborhood Steering Committee & Neighbors	<a href="#">Request Regarding Neighborhood Preservation.</a>	<b>Police</b> <a href="#">Chris Blue</a> , Police Chief Phone: 919-968-2766 <b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff is preparing information to respond to this request.
06/26/2019	Julie McClintock	<a href="#">Request Regarding the Blue Hill Form Based Code.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff is preparing information to respond to this request.
06/26/2019	Community Design Commission	<a href="#">Request for Modifications to the Concept Plan Review Process.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	The Council most recently discussed this at their 09/16/2020 work session. Staff is piloting new ways to present Concept Plans to boards, using Town projects as subjects.

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
04/24/2019	Board of Adjustment	<a href="#">Request Regarding Neighborhood Conservation District Ordinances.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff is preparing information to respond to this request.
04/17/2019	Amy Ryan for Planning Commission	<a href="#">Commission Regarding Site Plan Review Process.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff is preparing information to respond to this request.
02/13/2019	Citizens	<a href="#">Request Regarding Coal Use and Coal Ash.</a>	<b>Town Manager</b> <a href="#">Ross Tompkins</a> , Assistant to the Town Manager Phone: 919-968-2707	Remediation work is almost complete along the Bolin Creek Trail near the Police Department. UNC is expected to release their Climate Action Plan in 2021, which is expected to address UNC coal use in the future.
09/19/2018	Julie McClintock of CHALT	<a href="#">Regarding Land Use Intensification.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078 <b>Public Works</b> <a href="#">Lance Norris</a> , Public Works Director Phone: 919-969-5100	On 6/12/2019, Council received a presentation on the Town's Stormwater program. On 12/9/2020 Council adopted the use of FEMA Flood Resiliency Maps. In 2/2021, Council received more info on Stormwater programs LUMO update will consider other ideas.
06/27/2018	Susanne Kjemtrup / Brian Hageman	<a href="#">Transportation and Connectivity Advisory Board Request for an Electric Vehicle Provision in the Land Use Management Ordinance.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	The Town is currently in the process of updating its Land Use Management Ordinance. These ideas are under consideration as a part of this process.

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
06/13/2018	Ondrea Austin	<a href="#">CHALT's Request to Revise the Tree Ordinance.</a>	Planning & Development Services <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Staff is preparing information to respond to this request.
06/13/2018	Mayor pro tem Jessica Anderson	<a href="#">Request to Amend Bus Advertising Policy.</a>	Transit <a href="#">Brian Litchfield</a> , Transit Director Phone: 919-969-4908	At their 01/22/19 meeting, the Chapel Hill Transit Public Transit Committee considered the draft nonpublic forum transit advertising policy in order to provide feedback to the Chapel Hill Town Council on the option of amending the policy.
06/13/2018	Mayor Pam Hemminger	<a href="#">Regarding Reviewing Policies, Procedures, and Practices for Development.</a>	Planning & Development Services <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	A Town web page with TIA exemption requests is available. Staff continues to look for ways to apply the LUMO clearly and consistently for all stakeholders in the development process.
03/14/2018	Council Members Anderson, Gu, and Schaevitz	<a href="#">Request Regarding Addressing Blue Hill District Community Interests.</a>	Planning & Development Services <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078	Council enacted ordinance amendments pertaining to stormwater management, affordable housing, and non-residential development, as well as building size, massing, and permeability. Council will consider amendments for townhomes at their 02/24/21 meeting.



Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
11/07/2016	Mayor Hemminger	<a href="#">Regarding Parking and Transit Needs in Downtown Area.</a>	<b>Planning &amp; Development Services</b> <a href="#">Judy Johnson</a> , Interim Planning Director Phone: 919-969-5078 <b>Police</b> <a href="#">Chris Blue</a> , Police Chief Phone: 919-968-2766 <b>Public Works</b> <a href="#">Lance Norris</a> , Public Works Director Phone: 919-969-5100	Recent actions include replacing parking pay stations, implementing Downtown Ambassadors program, and including additional parking with required Wallace Parking Deck repairs. Next steps include parking payments-in-lieu and public/private partnerships.

Last modified on 6/4/2021 3:15:04 AM



# TOWN OF CHAPEL HILL

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

## Item Overview

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**Item #:** 11., **File #:** [21-0527], **Version:** 1

**Meeting Date:** 6/9/2021

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### **Consider the Final Budget and Related Items for FY 2021-22.**

#### **Staff:**

Maurice Jones, Town Manager  
Amy Oland, Director  
Matt Brinkley, Assistant Director

#### **Department:**

Manager's Office  
Business Management



#### **Recommendation(s):**

That the Council enact the FY 2021-22 budget ordinance to establish the budget for FY 2021-22 and authorize the related items.

#### **Discussion:**

The proposed Budget Ordinance constitutes the annual budget for 2021-22. The ordinance reflects the Manager's Recommended Budget as amended based on discussions with the Town Council.

#### **Strategic Priorities:**

Vision, innovation, collaboration, and dedicated employees serve as the foundation of the Town's efforts to build a community where people thrive. Our workforce is committed to meeting the expectations of the community and supporting the strategic goals of the Council. The FY 2021-22 Manager's Recommended Budget is reflective of, and responsive to, Council's strategic goals established in the 2020-22 Strategic Plan. A description of the Strategic Goals is provided below.

Goal Area	What Success Looks Like
<b>Connected Community</b>	To create a highly connected community where bicycling, walking, and transit are convenient, everyday choices for our neighborhoods, businesses, and public spaces.
<b>Economic &amp; Financial Stewardship</b>	To steward public assets and support a vibrant economy where there is opportunity for jobs and entrepreneurship that positions Chapel Hill for the future.
<b>Safe Community</b>	To preserve and protect life and property through the fair and effective delivery of Town services.
<b>Affordable Housing</b>	To increase the availability of and access to housing for households and individuals with a range of incomes, from those who are homeless to those in middle-income households.
<b>Vibrant &amp; Inclusive Community</b>	To enrich the lives of those who live, work, and visit Chapel Hill by building community and creating a place for everyone.

<b>Environmental Stewardship</b>	To strategically manage the Town's infrastructure and natural environment by promoting resiliency and sustainability.
<b>Collaborative &amp; Innovative Organization</b>	To create an organization that works collaboratively from a mutual learning mindset, leads innovation, and produces effective outcomes for the betterment of the organization and community.

### Budget Highlights:

The past year has been a true test of our organization and community. Last year, we focused on protecting the Town's core services and establishing flexibility to face the unknowns brought on by COVID-19. A municipal budget is an expression of a community's values and this year is no exception. We must focus on the long-term future of our community. Recovery will include immediate action with one-time funding as well as a return to our longer-term vision and 5-year plan for the ongoing budget.

This year's budget seeks to restore some of the services that were limited last year, and to make investments in our future with our recurring revenues. We are putting the Town in a strong position to recover from the immediate impacts of the COVID-19 pandemic and to restore our focus on long-term priorities, especially those that will require an ongoing commitment, such as climate action, social equity, and infrastructure.

The FY 2021-22 budget includes:

- There are no recommended reductions or additions to core service levels provided by our operating departments.
- Employee compensation changes included in the recommended budget are designed to keep the Town competitive in attracting and retaining the excellent employees who provide the excellent service recognized in the biennial survey.
  - A 3% of market rate pay adjustment for all classified employees employed with the Town as of June 30, 2021 to be effective July 1, 2021. Market rate is defined as the midpoint of each pay grade.
  - A 5.5% increase in the cost of providing employees health insurance.

- Orange County completed a property revaluation as of January 1, 2021. As a result, the Town experienced a 12.1% increase in total assessed valuation. The revaluation offers the Town an opportunity to apply some of the property tax growth to priorities that we have struggled to adequately fund in the past. Therefore, the Recommended Budget includes a property tax rate of 51.4 cents per \$100 of valuation. This represents a 2-cent increase from the revenue neutral tax rate of 49.4 cents and a 3-cent decrease from the existing tax rate of 54.4 cents.
- The FY 2021-22 budget restores/adds the following priorities:
  - Adds \$444,000 for three new positions - Assistant Town Attorney, Diversity, Equity, and Inclusion (DEI) Officer, and a Crisis Counselor
  - Restores the Ephesus Fordham Tax Increment Financing (TIF) transfer to pay the debt service for phase I roadway improvements.
  - Adds \$470,000 to begin implementation of the Climate Action Plan.
  - Adds \$100,000 to Human Services program funding.
  - Adds \$100,000 to implement recommendations from the Community Safety Task Force.
  - Adds \$400,000 to begin implementation of the classification and compensation study.
  - Restores \$350,000 to the building maintenance budget.
  - Restores \$345,000 to the vehicle replacement program.
  - Restores \$200,000 to the street resurfacing budget.
  - Restores \$250,000 to the pay-go capital program.

### BUDGET SUMMARY ALL FUNDS

The following table compares the FY 2020-21 Adopted Budget with the FY 2021-22 Recommended Budget for all Town funds.

### BUDGET SUMMARY - ALL FUNDS

Fund	FY21 Adopted	FY22 Recommended	Incr./Decr. \$	Incr./Decr. %
General Fund	\$ 66,288,000	\$ 71,020,000	\$ 4,732,000	7.14%
Transit Fund	25,457,647	26,300,046	842,399	3.31%
Stormwater Fund	3,010,500	3,009,500	(1,000)	-0.03%
Parking Fund	3,204,287	3,335,988	131,701	4.11%
Housing Fund	2,176,756	2,176,756	-	0.00%
Debt Service Fund	9,332,831	9,664,932	332,101	3.56%
Capital Project Fund	98,949	697,241	598,292	604.65%
Other Funds	3,595,635	3,893,220	297,585	8.28%
<b>Total</b>	<b>\$ 113,164,605</b>	<b>\$ 120,097,683</b>	<b>\$ 6,933,078</b>	<b>6.13%</b>
<i>Note: includes intrafund transfers</i>				

### THE FINAL BUDGET ORDINANCE

- The General Fund tax rate, Transit Fund tax rate, and Debt Management Fund tax rate represent a 2 cent increase from the revenue neutral tax rate of 49.4 cents as determined by the revaluation.
- The tax rates included in the Budget Ordinance are as follows:
 

General Fund	37.2
Debt Management Fund	8.8
Transit Fund	5.4
<b>Total</b>	<b><u>51.4 cents</u></b>

- The Budget Ordinance also:
  - Sets the Downtown Service District tax at 6.4 cents per \$100 assessed value (revenue neutral rate)
  - Establishes the Town's Fee Schedule for FY 2021-22.
  - Uses about \$2.5 million in existing fund balance to balance the budget.
  - Maintains funding for core services and provides for a 3% of market rate salary adjustment that will be implemented in July for all classified (full and part-time employees) employed as of June 30, 2021, including Council Members.

### **FEE SCHEDULE**

The Manager's Recommended Budget for FY 2021-22 does not propose any changes to the existing fee schedule.

### **FUND BALANCE**

The Recommended Budget appropriates \$2,510,221 from the Town's fund balance to balance the General Fund budget. Based on our preliminary estimates it looks like we will finish the current fiscal year by adding to fund balance. This is the result of much higher than anticipated sales tax revenues and conservative budgeting practices that included maintaining the hiring freeze through FY 2021 and holding on large purchases. The FY 2021-22 Recommended Budget does not budget lapsed salaries and thereby reduces the reliance on non-current revenues (appropriated fund balance + budgeted lapsed salaries). This is important for the Town to continue to meet the 22% undesignated General Fund Balance target. Maintaining an adequate level of fund balance is critical to meet the cash flow requirements of this municipal corporation and to provide an emergency fund to safeguard the Town against the costs of recovering from unforeseen economic, emergency and natural disasters.

We are recommending that on an annual basis following the issuance of the Comprehensive Annual Financial Report in October, we return in late fall for Council to consider appropriating fund balance above the 22% target for capital or other one-time expenditures. In this manner, depending on the level of fund balance, Council will have a method for funding priority capital projects.

### **DEBT ISSUANCE AND THE CIP BUDGET**

The Debt Management Fund is the Town's primary source of repayment for capital borrowing. The fund was established in FY 2010 to isolate debt service payments from the General Fund so that capital investment decisions could be made independent of the operating budget. In other words, by assigning a dedicated tax to the debt fund, increases in capital investment would be dependent on the adequacy of Debt Fund revenues instead of competing with the cost of providing core services.

- **Pay-Go CIP** - For FY 2021-22, the recommended Pay-Go CIP is up \$598,292 from FY 2021, due to the partial restoration of budget cuts related to COVID-19. The Pay-Go CIP is funded from the annual operating budget and includes small-scale projects that can be completed within the fiscal year. The projects listed below are our highest priority small-scale projects.

CIP Project	2021-22 Recommended Budget
<b>Municipal Facilities</b>	\$ 430,000
<b>Housing Rental Facilities</b>	36,241
<b>Infrastructure</b>	61,000
<b>Parks Facilities</b>	170,000
<b>Total</b>	<b>\$ 697,241</b>

- **General Obligation (GO) Bond Referendum** - The successful 2015 bond referendum authorized \$40.3 million in GO Bonds, including \$34.4 million of General Fund Projects and \$5.9 million of Stormwater projects. To date \$21.5 million of the authorized bonds have been issued, as shown in the following table:

Bond Order	Authority	Issued	Balance
Streets & Sidewalks	\$ 16,200,000	\$ 8,500,000	\$ 7,700,000
Trails & Greenways	5,000,000	5,000,000	0
Recreation facilities	8,000,000	5,300,000	2,700,000
Solid waste Facility	5,200,000	0	5,200,000
Stormwater Improvements	5,900,000	2,700,000	3,200,000
<b>Total</b>	<b>\$ 40,300,000</b>	<b>\$ 21,500,000</b>	<b>\$ 18,800,000</b>

The authority to issue the remainder of the 2015 Bonds expires in November 2022. A three-year extension is available with approval of the Local Government Commission.

The successful 2018 bond referendum authorized \$10 million in GO Bonds for affordable housing. The Town issued \$4.755 million in May 2021 for three key projects: Weavers Grove, 2200 Homestead Road and Johnson Street Apartments.

- Plans for future debt issuance include the following major projects:
  - Municipal Services Center \$ 34,000,000
  - Elliott Road Extension 6,480,000
  - Streets & Sidewalks 7,700,000
  - Affordable Housing 5,245,000
  - \$ 53,425,000**

## PERFORMANCE AGREEMENTS WITH OTHER AGENCIES

The FY 2021-22 budget includes an increase of \$100,000 to the amount allocated for performance agreements for Human Services. The recommended amounts include the following changes:

Performance Agreements with Other Agencies	2020-21 Budget	2021-22 Recommended Budget
Human Services	\$ 446,500	\$546,500
Arts	23,500	23,500
Public Health	29,110	29,110
Affordable Housing	454,309	454,309
Economic Development	270,000	270,000
<b>Total Contributions to Agencies</b>	<b>\$ 1,223,419</b>	<b>\$ 1,323,419</b>

### MAINTAINING BASIC SERVICES

The Town is a service-based organization that relies on a skilled and flexible workforce to deliver a broad scope of governmental services. Personnel related costs account for 73% of the FY 2021-22 General Fund Recommended Budget. The costs of maintaining a high performing workforce are increasing. For the most part, the market dictates salary levels, and as the economy begins to improve, we will see an increase in turnover including a significant increase in retirements. The Town strives to remain competitive in the labor market by maintaining its comprehensive benefits package and through annual salary adjustments.

The FY 2021-22 Recommended Budget includes a 3% salary adjustment effective July 1, 2021. This adjustment will be based on the market rate (mid-point) within each pay grade so that employees currently making less than market will receive slightly larger percentage increases than those currently making more than the market.

### FARE FREE TRANSIT SYSTEM

Chapel Hill Transit operates as a pre-paid system, resulting in no fares being collected on the bus. The FY 2021-22 Transit operating budget reflects a 4.4% increase mainly due to the anticipated return of the state maintenance operating program (SMAP) funds. The changing and unreliable nature of federal funding for bus replacement has significantly changed the financial picture for the Town's Transit operations. In the past, 80% of the cost of replacement buses has been funded through Federal grants. As those grants dried up, the Town and its funding partners were forced to finance the purchase of 14 buses through debt in FY 2017 in order to keep the fleet from falling into a state of decline that would ultimately jeopardize service delivery. While debt spreads the cost over a 10-year period, the Town and its funding partners are now paying 100% of the cost of these new buses. In the last couple of years, there has been a turnaround and we have received grant funding that has allowed the Town to purchase and replace several buses with more currently on order.

### BUDGET ORDINANCE

The components of the Budget Adoption Ordinance for FY 2021-22 are as follows:

- 1. Appropriations** - Authorization of funds to be expended in the FY 2021-22 Budget by function and fund.
- 2. Revenues** - Estimated revenues expected to be available during the FY 2021-22 Budget Year.
- 3. Tax Levy** - Tax rates for the General, Debt, and Transit Funds expressed per \$100 of valuation of taxable property as listed by the County Tax Assessor for January 2021.
- 4. Special District Tax Levy** - Tax rate for the Downtown Service District expressed per \$100 of valuation of taxable property as listed by the County Tax Assessor for January 2021.
- 5. Authorities for Transfers and Adjustments** - Defines the authority to move funds among and between functions, projects and funds.
- 6. Classification and Pay Plan** - Establishes salary grades, position classifications, and certain general provisions concerning payment of Town Employees for the FY 2021-22 Fiscal Year. The Manager is authorized to make changes to the Plan during the fiscal year within the adopted



budget.

- 7. Recommended User Fees** - Establishes all fees, fines and charges that may be imposed during the FY 2021-22 Fiscal Year.
- 8. Stormwater Fee** - Establishes the stormwater fee for FY 2021-22.
- 9. Reappropriation of Outstanding Purchase Orders** - Appropriates encumbered balances from prior fiscal year so that financial obligations created in FY 2020-21 can be paid in FY 2021-22.
- 10. Performance Agreements** - Authorizes allocation of funds to agencies participating in the Outside Agency application process for performance agreement funding, in the aggregate amount approved by Council.
- 11. Recycling Collection Services** - Authorizes Orange County to provide recycling collection services within those areas of the Town situated in Durham County and to impose and administer a basic services fee for recycling services and a solid waste convenience center fee for residents within those areas of the Town situated in Durham County.

**Attachments:**

- Budget Ordinance
- Classification & Pay Plan Effective July 1, 2021
- Fee Schedule Effective July 1, 2021
- Draft Staff Presentation

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: Maurice Jones, Town Manager

RECOMMENDATION: That the Council enact the FY 2021-22 budget ordinance to establish the budget for 2021-22 and authorize the related items.

**AN ORDINANCE CONCERNING THE ESTABLISHMENT OF THE TOWN BUDGET  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 (2021-06-09/O-1)**

BE IT ORDAINED by the Council of the Town of Chapel Hill:

**Section 1. APPROPRIATIONS**

That the following appropriations are hereby made:

<u>GENERAL FUND</u>	<u>Function Total</u>
General Government	\$ 18,473,780
Environment & Development	15,506,557
Public Safety	25,775,983
Leisure	11,263,680
<b>GENERAL FUND TOTAL</b>	<b>\$ 71,020,000</b>
 <u>OTHER FUNDS</u>	
Transit Fund	\$ 26,300,046
Transit Capital Reserve Fund	0
Debt Service Fund	9,664,932
Vehicle Replacement Fund	344,660
Vehicle Maintenance Fund	1,605,222
Computer Replacement Fund	177,750
Public Housing Fund	2,176,756
Affordable Housing Reserve Fund	688,395
On-Street Parking Fund	787,565
Off-Street Parking Facilities Fund	2,548,423
Library Gift Fund	216,841
Capital Improvements Fund	697,241
Downtown Service District Fund	465,500
Climate Action Fund	470,000
Stormwater Management Fund	3,009,500
Grants Fund	394,852
<b>TOTAL ALL FUNDS</b>	<b>\$ 120,567,683</b>

**Section 2. REVENUES**

It is estimated that the following revenues will be available during the fiscal year beginning July 1, 2021 and ending June 30, 2022 to meet the foregoing appropriations. It is determined that where estimated revenues are higher than the previous year, the increases were warranted.

**GENERAL FUND**

Property Taxes	\$ 35,147,500
Sales Taxes	16,560,488
Occupancy Tax	750,000
Other Taxes & Licenses	78,500
State-Shared Revenues	7,717,442
Grants	681,997
Charges for Services	4,305,852
Licenses/Permits/Fines	2,800,100
Interest on Investments	25,000
Other Revenues	397,900
Transfers/Other Sources	45,000
Fund Balance Appropriated	2,510,221
<b>General Fund Total</b>	<b>\$ 71,020,000</b>

**OTHER FUNDS**

Transit Fund	\$ 26,300,046
Transit Capital Reserve Fund	0
Debt Service Fund	9,664,932
Vehicle Replacement Fund	344,660
Vehicle Maintenance Fund	1,605,222
Computer Replacement Fund	177,750
Public Housing Fund	2,176,756
Affordable Housing Reserve Fund	688,395
On-Street Parking Fund	787,565
Off-Street Parking Facilities Fund	2,548,423
Library Gift Fund	216,841
Capital Improvements Fund	697,241
Downtown Service District Fund	465,500
Climate Action Fund	470,000
Stormwater Management Fund	3,009,500
Grants Fund	394,852
<b>TOTAL ALL FUNDS</b>	<b>\$ 120,567,683</b>

**Section 3. LEVY OF TAXES**

There is hereby levied the following tax on each one hundred dollars (\$100) valuation of taxable property, located within the Town of Chapel Hill, as listed for taxes as of January 1, 2021 for the purpose of raising revenue from property tax as set forth in the foregoing estimates of revenues, and in order to finance the foregoing appropriations.

General Fund (for the payment of expenses of the Town of Chapel Hill)	\$0.372/\$100
Debt Service Fund (for the payment of expenses of the Town of Chapel Hill)	\$0.088/\$100
Transit Fund (for the payment of expenses related to transportation approved by referendum)	\$0.054/\$100
<b>TOTAL</b>	<b>\$0.514/\$100</b>

**Section 4. SPECIAL DISTRICT TAX LEVY**

There is hereby levied the following tax on each one hundred dollars (\$100) valuation of taxable property located in the Downtown Revitalization Municipal Service District established by the Town Council's resolution of June 12, 1989:

Downtown Service District Fund	\$0.064/\$100
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**Section 5. AUTHORITIES**

The following authorities shall apply to transfers and adjustments within the budget:

- a. The Town Manager may transfer funds between departments within a fund.
- b. The Town Manager may transfer between functions of the operating budget of the same fund and between projects of the Capital Improvement Plan (CIP) with a quarterly report to Town Council.
- c. The Town Manager may approve intradepartmental transfer requests and transfers between line items within capital project budgets.
- d. Transfers between funds may only be authorized by the Town Council.

**Section 6. CLASSIFICATION AND PAY PLAN**

There is hereby established, for Fiscal Year 2022, a Position and Classification Pay Plan and Longevity Plan for Town Employees as contained in Attachment 1. The Town Manager may make changes to the pay and classification plan within the established number of positions and the approved budget.

**Section 7. FEES SCHEDULE**

There is hereby established, for Fiscal Year 2022, various fees as contained in Attachment 2.

**Section 8. STORMWATER FEE**

There is hereby established, for Fiscal Year 2022, a stormwater fee of \$34.97.

**Section 9. REAPPROPRIATION OF FUNDS ENCUMBERED IN FY 2020-21**

Operating funds encumbered on the financial records as of June 30, 2021 are hereby reappropriated to this budget.

**Section 10. PERFORMANCE AGREEMENTS**

The Town Manager is hereby authorized to allocate funds to agencies participating in the Outside Agency Funding Application process for performance agreement funding, in the aggregate amount authorized by Council. The performance agreement funding allocation will be consistent with the recommendations from the Human Services Advisory Board.

**Section 11. RECYCLING COLLECTION SERVICES**

Pursuant to NCGS 160A-314.1 and 160A-317 the Town of Chapel Hill authorizes Orange County to provide recycling collection services within those areas of the Town situated in Orange County and Durham County and to impose and administer a basic services fee for recycling services and a solid waste convenience center fee for residents within those areas of the Town situated in Orange County and Durham County.

This the 9<sup>th</sup> day of June, 2021.



## Town of Chapel Hill, NC

Effective Date : July 1, 2021

Revised Date: June 1, 2021

Maurice Jones, Town Manager

**Senior Management Structure**

<u>Grade</u>	<u>Minimum</u>	<u>Market</u>	<u>Maximum</u>	<u>Title</u>
I	\$67,814	\$88,837	\$109,859	ADMINISTRATIVE CHIEF ASSISTANT FIRE CHIEF ASST DIR-HOUSING & COMMUNITY FIRE MARSHAL OPERATIONS MANAGER-HOUSING PLANNING & DEVELOPMENT MANAGER
II	\$72,561	\$95,055	\$117,549	ASST DIR P&R-REC OPS ASST DIR-LIB/HEAD PUBLIC SERV ASST DIR-PLANNING COMMUNITY RESILIENCE OFFICER OPERATIONS MANAGER-PW PLANNING OPERATIONS MANAGER POLICE LEGAL ADVISOR
III	\$77,641	\$101,709	\$125,778	ASST DIR-BUSINESS MANAGEMENT ASST DIR-TRANSPORTATION DIRECTOR-ECONOMIC DEVELOPMENT DIVERSITY EQUITY & INCLUSION OFF EMERGENCY MANAGEMENT COORD FIRE CHIEF-DEPUTY OPERATIONS MANAGER OF ENGINEERING INFRASTR OMBUDS-SR. POLICE CHIEF-ASSISTANT
IV	\$85,405	\$111,800	\$138,355	DIR-BUILDING & DEV SERVICES DIR-COMMUNICATIONS-PUBLIC DIR-HOUSING DIR-HUMAN RESOURCE DEVELOPMENT DIR-PARKS AND REC DIR-PLANNING & DEVELOPMENT SVC DIR-POLICY & STRATEGIC INITIAT LEGAL ADVISOR-SR
V	\$99,069	\$129,781	\$160,492	DIR-BUSINESS MANAGEMENT DIR-PUBLIC WORKS DIR-TRANSPORTATION EXE. DIR.-HOUSING & COMMUNITY EXE. DIR-COMM ARTS & CULTURE EXE. DIR-TECHNOLOGY SOL FIRE CHIEF POLICE CHIEF\EXE DIR COMM SAFE
VI	\$116,902	\$153,141	\$189,381	TOWN MANAGER-DEPUTY

**Exempt Structure**

<u>Grade</u>	<u>Minimum</u>	<u>Market</u>	<u>Maximum</u>	<u>Title</u>
108	\$37,403	\$49,352	\$60,593	HOUSING OFFICER II
109	\$40,395	\$53,300	\$65,440	ADMINISTRATIVE COORDINATOR COMMUNITY CONNECTIONS COORD PLANNER

110	\$43,627	\$57,564	\$70,675	75	RECREATION SUPERVISOR
					ADAPTAVE RECREATION COORD
					CODE ENFORCEMENT OFFICER-SR
					CULTURAL ARTS COORDINATOR
					ENERGY MANAGEMENT SPECIALIST
					ENGINEERING INSPECTOR-SR
					LIBRARY ACCOUNTS COORDINATOR
					MARKETING & COMMUNICATIONS COO
					MECHANIC SUPERVISOR-BUS
					PLANNER II
					POLICE ANALYST
					SPECIAL EVENTS COORDINATOR
					STORMWATER ANALYST
111	\$47,117	\$62,170	\$76,329		ACCOUNTANT-HOUSING
					ACCOUNTS PAYABLE COORDINATOR
					ADMIN ANALYST
					ASSISTANT MAINTENANCE MANAGER
					ASST OPS MGR-TR DEM RESP
					CHILDREN & FAM OUTREACH COORD
					COMM. DEVEL. PROGRAM MANAGER
					COMMUNITY OUTREACH MANAGER
					CRISIS COUNSELOR
					DEPUTY TOWN CLERK
					DRAINAGE MAINT SUPERVISOR
					ENGINEER I
					GRANTS COMPLIANCE MANAGER
					HR CONSULTANT
					HUMAN SERVICES COORD
					INSPECTOR SUPERVISOR
					LANDSCAPE ARCHITECT
					LIFELONG LEARNING COORDINATOR
					OCC HEALTH & SAFETY OFFICER
					PAYROLL COORDINATOR
					PROJECT MANAGER
					READER SERVICE COORDINATOR
					REFERENCE LIBRARIAN
					SENIOR PLANNER
					STREETS SUPERVISOR
					SURVEY/PROJECT COORD
					TEEN ENGAGEMENT COORDINATOR
					TRAINING & DEVELOPMENT COORD
					TRAINING COORDINATOR-TR
112	\$50,886	\$67,143	\$82,436		ACQUISITIONS & COLL. MANAGER
					AFFORDABLE HOUSING OFFICER
					ASSISTANT TO TOWN ATTORNEY
					CHIEF BUILDING INSPECTOR
					DEMAND RESPONSE MANAGER
					ECONOMIC DEVELOPMENT SPLST
					ENGINEER II
					FACILITIES SUPERVISOR
					GIS ANALYST II
					LIBRARY EXPERIENCE MANAGER
					LIBRARY SYSTEMS MANAGER
					MARKETING & COMMUNICATIONS MGR
					NETWORK ADMINISTRATOR
					PLANNER-PRINCIPAL
					PURCHASING & CONTRACTS MANAGER
					SYSTEMS ADMINISTRATOR
					TRANSIT DEVELOPMENT MGR I
					URBAN DESIGNER
					WEB ADMINISTRATOR
					YOUTH & FAMILY EXP. MANAGER
113	\$55,466	\$73,186	\$89,855		



ACCTG SUPV-PAYROLL & PAYABLES  
 ACCTG SUPV-REVENUE  
 ACCTG SUPV-TREASURY  
 ADMINISTRATIVE SVCS MANAGER  
 ASST BUILDING OPS MANAGER  
 ASST MANAGER-TRANSIT  
 BUDGET & MANAGEMENT ANALYST  
 BUSINESS ANALYST  
 CRISIS UNIT SUPERVISOR  
 ENGINEERING COORDINATOR-SR  
 FLEET MANAGER  
 LEARNING & DEVELOPMENT MGR  
 MANAGEMENT ANALYST  
 RECREATION MANAGER-P&R  
 SENIOR-HRD CONSULTANT  
 SR. COMMERCIAL PLANS REVIEWER  
 TRAFFIC SIGNAL SYSTEM ENGINEER  
 TRANSIT DEVELOPMENT MGR II  
 TRANSIT PLANNING MANAGER

114      \$60,458      \$79,773      \$97,942

AFFORDABLE HOUSING MANAGER  
 ASSISTANT TO THE MANAGER  
 COMMUNITY SERVICES PLANNER  
 ENGINEER III  
 FACILITIES MANAGER  
 FINANCIAL SYSTEMS MANAGER  
 HUMAN RESOURCES MANAGER  
 LEGAL SERVICES ADMINISTRATOR  
 MAINTENANCE MANAGER  
 OMBUDS  
 PARK MAINTENANCE SUPT  
 PLANNING MANAGER  
 PROJECT MANAGER-PARKS & REC  
 RISK MANAGER  
 SENIOR ANALYST  
 SOLID WASTE SERVICES MANAGER  
 SUPT-ST & CONT SVCS  
 TECHNICAL SERVICES MANAGER

115      \$65,899      \$86,952      \$106,756

ACCOUNTING MANAGER  
 BUDGET MANAGER  
 BUILDING INSPECTOR MANAGER  
 CAPITAL PROJECTS MANAGER  
 CODE COMPLIANCE OFFICER  
 COMMUNICATIONS MANAGER  
 PARKING OPS ADMINISTRATOR  
 SENIOR ENGINEER  
 TRAFFIC ENGINEERING MANAGER

116      \$71,830      \$94,778      \$116,365

MANAGER-TRANSIT OPERATIONS  
 SYSTEMS & SUPPORT MANAGER

#### Non-Exempt Structure

<u>Grade</u>	<u>Minimum</u>	<u>Market</u>	<u>Maximum</u>
204	\$28,912	\$32,959	\$40,465
205	\$28,912	\$33,948	\$41,679
206	\$28,912	\$35,305	\$43,347
207	\$28,912	\$36,718	\$45,080

SERVICE ATTENDANT

AQUATICS SPECIALIST

CONSTRUCTION WORKER I  
 MAINTENANCE ASST  
 MAINTENANCE REPAIR WORKER  
 PARK MAINTENANCE SPLST  
 PARKING ATTENDANT

MAINT. MECHANIC I-HOUSING

				77	MECHANIC HELPER OFFICE ASSISTANT OFFICE ASSISTANT-PT PARTS CLERK SOLID WASTE COLLECTOR TRANSIT OP FIXED ROUTE-PT TRANSIT OPERATOR-DEM RES PT TRANSIT OPERATOR-FIXED ROUTE
208	\$29,219	\$38,554	\$47,334		BUS SERVICE TECHNICIAN CONSTRUCTION WORKER II CUSTOMER SERVICE TECH LIBRARY EXPERIENCE ASSISTANT LIBRARY EXPERIENCE ASST.-PT MAINT. MECHANIC II-HOUSING MAINTENANCE MECHANIC-HOUSING RECREATION ASSISTANT RECREATION ASSISTANT-PT SIGN & MARKING TECH I SOLID WASTE EQUIP OP I TRANSIT OPERATOR-DEMAND RESPON
209	\$30,680	\$40,481	\$49,701		ACCOUNTING TECH I ADMIN ASSISTANT BLDG MAINT MECH I MAINT. MECH III-HOUSING MECHANIC I MECHANIC I-BUS PARK MAINTENANCE SPLST-CERT PARKING ATTENDANT-SR PARKING ENFORCEMENT OFFICER PERMIT TECHNICIAN PLANNING TECHNICIAN RECORDS TECH RECORDS TECH-PT SCHEDULING & RUN CUT COORD
210	\$32,214	\$42,505	\$52,186		ASSISTANT HOUSING OFFICER COMM. SAFE. OUT. COORD CONSTRUCTION WORKER III CUSTOMER SERVICE COORDINATOR PERMITTING SYSTEMS TECH PROCESSING TECHNICIAN SOLID WASTE EQUIP OP II STREET SWEEPER EQUIP OP TRAFFIC SIGNAL TECH I
211	\$33,824	\$44,631	\$54,796		BLDG MAINT MECH II CODE ENFORCEMENT OFFICER CONSTRUCTION WORKER IV FESTIVAL & EVENTS TECHNICIAN HUMAN RESOURCES TECHNICIAN LIBRARY EXPERIENCE SPECIALIST LIBRARY EXPERIENCE SPLST-PT MECHANIC II MECHANIC II-BUS RECORDS SUPERVISOR RECREATION SPECIALIST RECREATION SPECIALIST I-PT SENIOR HEAVY EQUIPMENT OPER SIGN & MARKING TECH II SOLID WASTE EQUIP OP III SR TRANSIT OPERATOR STREET SWEEPER EQUIP OP
212	\$35,516	\$46,862	\$57,535		

				78	ACCOUNTING TECH II ASST ARBORIST ASST PARKING SVCS SUPV ASST RECREATION SUPV GIS TECHNICIAN HOUSING OFFICER I INSPECTOR LANDSCAPE CREW LEADER LEAD CONSTRUCTION WORKER PURCHASING SPECIALIST REVENUE COLLECTOR SENIOR MAINT MECHANIC-HOUSING SIGN & MARKING TECH III STORMWATER SYSTEMS SPLST TRAFFIC SIGNAL TECH II
213	\$37,291	\$49,205	\$60,412		ASSISTANT HR CONSULTANT BLDG MAINT MECH III CONSTRUCTION CREW SUPERVISOR DRAINAGE CREW SUPERVISOR ENGINEERING INSPECTOR ENGINEERING TECHNICIAN GRAPHIC ARTIST LEAD SIGN & MARKING TECH LIBRARY EXP SPLST-TECH MECHANIC III MECHANIC III-BUS PARTS MANAGER PAYROLL SPECIALIST PERMITTING SYSTEMS ADMIN SOLID WASTE INSPECTOR SOLID WASTE SVCS CREW SUPV SR MAINT MECH-HOUSING, CERT STORMWATER SPECIALIST STREET CREW SUPERVISOR STREET INSPECTOR SUPERVISOR-PARKING SERVICES SUPERVISOR-TRANSIT
214	\$39,156	\$51,666	\$63,433		GIS TECHNICIAN-SR SENIOR ENGINEERING TECHNICIAN SPECIAL OLYMPICS COORDINATOR SUPV- LEAD TRANSIT TRAFFIC SIGNAL TECH III TRAINING & SAFETY SPECIALIST
215	\$41,114	\$54,249	\$66,604		ASSISTANT TOWN CLERK COMMUNICATIONS SPECIALIST COMMUNITY EDUCATION COORD FACILITIES SYSTEMS TECHNICIAN GRANTS COORD LEAD TRAFFIC SIGNAL TECH MARKETING & SPONSORSHIP COORD MUNICIPAL ARBORIST PARK MAINTENANCE SUPV PROCUREMENT SPECIALIST RECORDS MANAGER RISK CLAIMS ADMINISTRATOR TRANS DEM. MGMT COM MGR
216	\$43,581	\$57,504	\$70,601		FORENSIC & EVIDENCE SPECIALIST INFORMATION TECH ANALYST MAINTENANCE MECHANIC SUPERVISOR MECHANIC SUPERVISOR SOLID WASTE SERV SUPERVISOR

217	\$46,195	\$60,954	\$74,837	79	INSPECTOR-SR PLANS REVIEWER TRAFFIC SIGNAL SYSTEMS ANALYST
218	\$48,966	\$64,611	\$79,327		FIRE PROTECTION SPECIALIST INFORMATION TECH ANALYST-SR
Fire Structure					
<u>Grade</u>	<u>Minimum</u>	<u>Market</u>	<u>Maximum</u>		<u>Title</u>
F1	\$37,128	\$44,941	\$54,080		FIREFIGHTER LEVEL I
F2	\$38,985	\$48,132	\$57,919		FIREFIGHTER-MASTER
F3	\$42,887	\$54,391	\$64,040		FIRE EQUIPMENT OPERATOR
F4	\$49,647	\$61,730	\$72,729		FIRE INSPECTOR FIRE LIEUTENANT
F5	\$53,027	\$67,251	\$79,553		FIRE INSPECTOR II
F6	\$55,679	\$70,614	\$83,530		EMERGENCY MGMT PLANNER FIRE CAPTAIN FIRE COMMUNICATIONS TECH OFFIC FIRE MARSHAL-ASSISTANT
F7	\$57,473	\$71,460	\$83,707		FIRE MARSHAL-DEPUTY
F8	\$62,042	\$80,258	\$96,065		BATTALION CHIEF
Police Structure					
<u>Grade</u>	<u>Minimum</u>	<u>Market</u>	<u>Maximum</u>		<u>Title</u>
P1	\$42,000	\$44,100	\$46,200		POLICE OFFICER I
P2	\$44,100	\$53,193	\$62,286		POLICE OFFICER II
P3	\$46,305	\$55,215	\$64,124		POLICE OFFICER III
P4	\$48,620	\$61,746	\$74,872		POLICE OFFICER IV
P5	\$53,604	\$67,982	\$82,359		POLICE SERGEANT
P6	\$60,735	\$77,027	\$91,326		POLICE LIEUTENANT
P7	\$63,943	\$84,371	\$101,731		POLICE CAPTAIN

## **BUILDING AND DEVELOPMENT SERVICES FEE SCHEDULE - FY22**

### **PERMITS, INSPECTIONS & OTHER SERVICES**

#### **NOTICE TO ALL APPLICANTS**

##### **PERMIT FEE NOTES**

- \* The following schedule of permit fees is applicable to the Chapel Hill zoning jurisdiction.
- \* Building permit fees are based on the cost of construction unless otherwise indicated and are collected after permit approval for issuance and PRIOR to any work beginning.
- \* For all building permits, the General Contractor of record is responsible for paying all permit fees.
- \* All fees shall be paid in order to receive a Certificate of Occupancy and final power.
- \* Permit fees are broken down into 2 categories: Residential and Commercial. Residential means 1 & 2 Family projects like single family homes, duplexes, townhomes. Commercial means all other projects not considered Residential.
- \* Cost of new construction projects will be evaluated against the most current ICC Valuation Table
- \* Fees for all Town projects are waived

#### **Building Valuation Data Table**

(For the current Building Valuation Data table, see [www.iccsafe.org](http://www.iccsafe.org))

#### **For Use in Determining Minimum Total Valuation for Building Permit Fee Calculations**

- \* The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the most current International Building Code (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.
- \* The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs Table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs Table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- \* *Determination of Total Valuation.* For purposes of determining fees, total valuation shall be either the actual contract price or an applicable amount based on the total square footage of the structure to be built, multiplied by the square foot cost data prescribed on the attached Building Valuation Data Table which is a part of this fee schedule, whichever is greater.

## Publicly Assisted Housing Units

\*The Town agrees to waive certain development-related fees related only for the affordable units for projects that provide permanently affordable homeownership opportunities or provide rental housing that remains affordable for at least 20 years. Affordable is defined as being sold or rented to households earning less than 120% of the Area Median Income as determined and approved by the Town. In this case, otherwise applicable Town application fees, building permit fees, plan review fees, inspection fees, and such other development fees and costs which would otherwise be due shall be waived for the affordable dwelling units identified in the application. To qualify for the waiver for rental development, applicants and Town staff must agree on how affordability will be maintained for a 20-year period and an agreement may be required.

\*If application fees are paid for a proposed development that subsequently converts existing approved market rate units to affordable dwelling units in the development plan, a pro rata refund of any such fees that have already been paid shall be provided to the applicant upon approval of the development to reflect the conversion to affordable units. The refunded amount will be determined by the percentage of the affordable units within the development. In addition, any existing development that receives approval to construct new affordable units may have the fees waived for the new affordable units. This refund or waiver does not apply to any market rate units, or to any fees associated with water, wastewater, or stormwater.

\*Fees are also waived for service projects by non-profits, for a non-profit organization.

\*Fees related to Additional Services are not development or permit fees and are not covered by this blanket fee waiver.

## Re-inspection Fees

\* All additional inspections made necessary due to failure to comply with applicable code requirements, when projects are not ready for inspection, when recurring deficiencies exist and/or when requested inspections are not cancelled on time, shall be hereby designated as "re-inspections" and carry a re-inspection fee. Every permit for residential projects will carry a re-inspection fee of \$60. Every permit for commercial projects will be assessed a fee of \$100 for each additional inspection resulting from a failure. Note- Any disputes must be received within 3 business days of the rejection for waiver consideration. Reinspection fees are not considered permit fees and are not eligible for blanket waivers.

## Refunds

\* Subpermits are not eligible for refunds

\* Active building permits issued for one and two family dwellings may receive refunds of the permit cost (minus the non-refundable administrative review fee) after permit issuance provided no inspections have occurred and all original paperwork is returned to the Building Division.

\* The minimum charge for processing one and two family permit refunds is \$75.00

\* Active building permits for all projects other than one and two family dwellings may receive refunds of the permit cost (minus the non-refundable administrative review fee and any plan review fees) after permit issuance provided no inspections have occurred and all original paperwork is returned to the Building Division.

\* The minimum charge for processing other than one and two family permit refunds is \$100.00

\* No refunds will be issued beyond six months from the date of permit issuance for any permit or if inspections have been completed.

\* Fees for Additional Services are required to be paid upfront & before services are rendered and are non-refundable after.

\* BDS staff do not accept nor waive any fees.

## Development Services Fees- Zoning and Planning

\* Please refer to the Planning Dept Fee schedule for all fees related to zoning and planning

## Penalty Fees

\* After the Fact Work (without permits)- When any work on a building or service system commences before FIRST obtaining the required permit(s), a Stop Work Order will be issued and all associated permit fees for the work will be DOUBLED, due prior to permit issuance.

\* Violation Penalty- Penalty fees assessed for violations of local ordinances and state codes are per the applicable section of code or ordinance.

### Orange County Recyclable Materials Fee

As of July 1, 2008, an 8% Orange County recyclable materials fee shall be charged on all permits issued in Orange County. The 8% will be based on total permit fees.

### ADMINISTRATION REVIEW FEE

This is an upfront non-refundable, non-transferrable fee, due at the time of submission for each building permit application received. This fee is based upon the project's construction cost. It is applicable for all building permits, and is applied towards final permit fees balance.

CONSTRUCTION COST	FEE
Up to \$20,000	\$50
\$20,001 - \$50,000	\$100
\$50,001 - \$500,000	\$500
In excess of \$500,001	\$2,500

### COMMERCIAL PLAN REVIEW FEES (For Projects other than One and Two Family)

PROJECT SIZE	FEE
Up to 4,000 square feet	\$100
4,000 - 15,000 square feet	\$185
15,001 - 40,000 square feet	\$590
In excess of 40,001 square feet	\$1,420
<b>Resubmission Review Fee</b> , charged at 1 hour minimum (On initial permit review, permit fees cover the first re-review).	Additional \$100 per hour

### BUILDING FEES

CONSTRUCTION COST	FEE
Up to \$5,000	\$55
\$5,001 - \$20,000	\$100
\$20,001 - \$50,000	\$10 per \$1,000
\$50,001 - \$500,000	Base fee of \$500 plus \$4.50/\$1,000 over \$50,001
In excess of \$500,001	Base fee of \$2,500 plus \$3.50/\$1,000 over \$500,001

### MISCELLANEOUS BUILDING FEES

TYPE OF WORK	FEE	
Signs	\$50 per sign plus trade fees	
Mobile Homes	\$250 including trade fees	
Construction Trailers	\$150 including trade fees	
Insulation (per dwelling unit OR proposed # of inspections)	\$60 (per dwelling unit OR proposed # of inspections)	
Permit Reactivation (See current policy & guidance from NCDOT for details)	Residential	\$75
	Commercial	\$100



**ELECTRICAL FEES**

TYPE OF WORK	Residential	Commercial
Single panel (regardless of size)- This fee will cover the addition, alteration, or changes to any new or existing single panels and its components	\$115	\$200
Read in/ Read Out (per inspection)	\$100	\$110

**MECHANICAL FEES**

TYPE OF WORK	Residential	Commercial
All interconnected appliances, equipment or connections (each); ductwork, etc (minimum charge)	\$35	See commercial fee below
Heat Pump/ Gas Pack/ Gas piping	\$70	\$135
Geothermal (each system)	\$70	\$135
Hood System (per system)	\$100	\$100
Commercial appliances (each- boilers, chillers, exhaust fans, heat towers, VAV boxes, condensers, ductwork, etc)	NA	\$100

**PLUMBING**

TYPE OF WORK	Residential	Commercial
Per Fixture (in excess of five fixtures)	\$10	\$15
Minimum Charge*	\$50	\$75
Sewer/Water Connection/ Irrigation System	\$50	\$55
Grease Trap/ Oil Interceptor	N/A	\$65
Piping (whole house/structure piping)	\$100	\$150

\*For multiple dwelling units, this fee is charged per dwelling unit

**ADDITIONAL SERVICES- Fees are collected Prior to project progression and are non-refundable and non-transferable after service is delivered**

TYPE OF WORK / SERVICE	Residential	Commercial
Change of Contractor/ Info (applies each time a contractor or information is changed after permit application submission)	\$110	\$110
Business Occupancy (applies to new or relocation of any occupancy type related to a commercial business <b>except</b> child/ daycare)	NA	\$180
Temporary Certificate of Occupancy (applies to each TCO issued per permit with a 30 day maximum time period)- Issuance is at the discretion of Dept leadership. Projects not eligible for TCO when there are outstanding life safety, trade inspections or other issues. Handled on case-by-case basis.	\$80	\$100
Occupancy Reposting (new or existing without active building permit)	NA	\$80
Day Care Facilities Inspection (applies to any child-care facility)	\$285	\$285
Food Truck/Trailer Vendor- Code Administration Fee	NA	\$200/year
Semi-Annual Electrical School Re-Inspections (one hour increments only, due at time of inspection request)	NA	\$100/hour
Demolition Permit (per structure only, each requiring a separate permit.) Interior demolition fees will be based on Cost of Construction.	\$150	\$150
Antenna/ Tower/ Utility/ Cellular/ Solar (includes fees for all work related to Building, Electrical and Plan Review)	\$350	\$350
Stocking Permit	\$100	\$100

Sidewalk Dining (New)	NA	\$100
Sidewalk Dining Annual review and permit renewal/update to existing approval	NA	\$50
Homeowner's Recovery Fund (State mandated fee for all 1-2 family residential permits with an associated licensed General Contractor)	\$10	\$10
Temporary power (per unit)	\$100	\$100
ABC Inspection	NA	\$80
ORIAS (After-hour/ Weekend Service Request (upfront payment for minimum of two hours per request)	\$85 per hour	\$85 per hour
Permit Conference Series with Staff - Large Projects Only	NA	\$6,000
Records research request, charged at 1 hour minimum	\$60/hr + copy fees for hard copies	
Copy fees	As set by Council	
Walkthrough Inspection***	\$60 per inspection/ trade	

\*\*\*This inspection applies to permitted work only and can only be done when initiated or approved by Town Supervisory or Management Staff. Fee applies to each trade inspection.

**FEE SCHEDULE****COMMUNICATIONS & PUBLIC AFFAIRS OFFICE (CaPA)***Town Council Agenda Packet Fee:*

The Town of Chapel Hill produces Town Council agenda packets for interested persons. Most materials are available on the Town's Web site, at [www.townofchapelhill.org](http://www.townofchapelhill.org). Paper copies of packets are available at a cost of \$.18 per page.

One agenda packet will be provided free of charge to area media (print and radio) and governmental jurisdictions upon request in electronic format.

Council meeting agendas are provided free of charge. Agenda packets are also available for review at the Reference Desk of the Public Library and at the Town Hall.

*Town Code of Ordinances:*

The Town Code of Ordinances contains the Town Charter and all ordinances that govern the Town. The Code is updated bi-annually through supplements produced by the CaPA Department. The Code of Ordinances is available for purchase from Municipal Code Cooperation ([www.municode.com](http://www.municode.com)). A link is also available on the Town's Web site, at [www.townofchapelhill.org](http://www.townofchapelhill.org) under Code of Ordinances "Purchase Codes".

*Copying Fees:*

Personal copies may be made in the CaPA Office at a cost of \$.18 per page (black & white) and \$.24 per page (color). Additional charges may be assessed pursuant to N.C. Public Records Law.

*Charge for Data Materials:*

Town Council meetings are video taped and may be obtained on DVD for \$3.00 per DVD.

Electronic records may be recorded onto a CD for \$3.00 or onto a Flash drive for \$4.25.

*Security Guard:*

When a non-profit organization or outside group reserves a meeting room in Town Hall and no other Town sponsored meeting is being held on the same evening, a fee of \$35.00 per hour for a security guard will be required.

Domestic Partnerships - The Council authorizes through resolution (95-4-24/R-11C) [as found in the 04-24-1991 minutes, Item #9] registration or dissolution of domestic partners. The fee for each registration is \$50.

*Records Researcher Request:*

"When a records research request exceeds one hour of an employee's time, a rate of \$25/hour, plus copy fees for hard copies, will be applied."

*Charges for Merchandise:*

Town flag 2 x 3" - \$40

Town flag 5 x 8" - \$125

Town Embroidered Tote Bag - \$25

Silkscreened tote bag - \$8

Drawstring tote bag - \$8

Book: Chapel Hill 200 Years - \$7.50 paperback

Book: Chapel Hill 200 Years - \$15 hardback

Book: A Backward Glance - \$5.25

Caps - \$15 each

Pencils – 10 cents

Temporary tattoos – 25 cents

American legacy booklet - \$2

Lapel pins - \$2

Coffee Mug - \$15

2020-21 Fire Department Fee Schedule				
<b>Fire Permits</b>				
<b>OPERATIONAL PERMITS</b>		<b>Description</b>	<b>2020-21 Permit Fee</b>	<b>Term</b>
Aerosol Products		Manufacture, store or handle an aggregate quantity of Level 2 or 3 in excess of 500 lbs.	\$50	365 days
Amusement Building		Operation of a Special Amusement Building	\$50	30 Days
Aviation Facilities		To use a Group H or S occupancy for aircraft servicing or repairs and aircraft fuel-servicing vehicles	\$50	365 days
Carnivals and Fairs		Mandatory Permit to conduct a Carnival or Fair	\$50	Single Event
Cellulose Nitrate Film		To store, handle or use cellulose nitrate film in a Group A	\$50	365 days
Combustible Dust-Producing Operations		Operate a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2.	\$50	365 days
Combustible Fibers		To store or handle combustible fibers in quantities of more than 100 cu ft	\$50	365 days
Compressed Gases		To use or handling at normal temperature and pressure (NTP) of compressed gases in excess of the amounts listed in Table 105.6.9.	\$50	365 days
<b>Covered Mall Buildings</b>				
	1)	Placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall (common areas).	\$50	30 days
	2)	Display of liquid- or gas-fired equipment in the mall.	\$50	30 days
	3)	Use of open-flame or flame-producing equipment in the mall.	\$50	7 days
Cryogenic Fluids		To produce, store, transport on site, use, handle or dispense cryogenic fluids in excess of the amounts listed in Table 105.6.11.	\$50	365 days
Cutting and Welding		To conduct cutting and welding operations within the district	\$50	365 days
Dry Cleaning Plants		Engage in the business of dry cleaning (when flammable/hazardous solvents are used), or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.	\$50	365 days
Exhibits and Trade Shows		Operate exhibits and trade shows.	\$50	30 days

<b>Explosives</b>		Operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the scope of Chapter 56. *(Additional requirements including but not limited to insurance coverage and on-scene fire department personnel fees shall also apply)		
	1)	Blasting and/or storage of explosives	\$50	30 days
	2)	Display of Fireworks/Pyrotechnics	\$50	Single Event
<b>Flammable/Combustible Liquids</b>	1)	To use or operate a pipeline	\$50	365 days
	2)	To store, handle, or use Class I liquids in excess of 5 gallons (inside) and more than 10 gallons (outside) of a building	\$50	365 days
	3)	To store, handle, or use Class II or Class IIIA liquids in excess of 25 gallons (inside) and more than 60 gallons (outside) of a building	\$50	365 days
	4)	To store, handle, or use Class IIIB liquids in tanks or portable tanks for fueling	\$50	365 days
	5)	To remove Class I or II liquids from an underground storage tank used for fueling motor vehicles by any means other than the approved stationary on-site pumps	\$50	365 days
	6)	To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used	\$50	365 days
	7)	To temporarily place out-of-service (more than 90 days) an underground, protected above-ground or above-ground flammable or combustible liquid tank.	\$50	30 days (after 90 days)
	8)	To change the type of contents stored in a flammable or combustible liquid tank to a material which poses a greater hazard than that for which the tank was designed and constructed	\$50	30 days
	9)	To manufacture, process, blend or refine flammable or combustible liquids	\$50	365 days
	10)	To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental, or manufacturing establishments ( <b>Gas Station</b> ).	\$50	365 days
	11)	To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles, marine craft, and other special equipment at commercial, industrial, governmental or manufacturing establishments.	\$50	365 days
Floor Finishing		To finish or surface a floor exceeding 350 sq. ft. using Class I or Class II liquids.	\$50	per site
Fruit and Crop Ripening		To operate a fruit or crop ripening facility or conduct a fruit-ripening process using ethylene gas	\$50	365 days
Fumigation and Insecticidal Fogging		To operate a business of fumigation or thermal insecticidal fogging and to maintain a room, vault, or chamber in which a toxic or flammable fumigant is used.	\$50	365 days

Hazardous Materials		To store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed in Table 105.6.21	\$50	365 days
HPM Facilities		To store, handle or use hazardous producing materials	\$50	365 days
High-Piled Storage		To use a building or portion thereof as a high-piled storage area exceeding 500 sq. ft.	\$50	365 days
Hot Work Operations		To conduct Hot Work Operations including cutting, welding, grinding, application of roof coverings with the use of open flame, or other operations determined by the Fire Marshal	\$50	60 days
Industrial Ovens		To operation of industrial ovens regulated by Chapter 30.	\$50	365 days
Lumber Yards and Woodworking Plants		To store or process lumber exceeding 100,000 board feet	\$50	365 days
Liquid- or Gas-fueled Vehicles in Assembly Buildings		To display, operate or demonstrate liquid- or gas-fueled vehicles or equipment in assembly buildings	\$50	30 days
Magnesium		To melt, cast, heat treat or grind more than 10 pounds of magnesium	\$50	365 days
Miscellaneous Combustible Storage		To store in any building or upon any premises in excess of 2,500 cubic feet gross volume	\$50	365 days
Open Burning		Kindling or maintaining of an open fire on any public street, alley, road, or other public or private ground approved under NC Fire Code and Town Code (Chapter 7 Fire Prevention & Protection/Article IA Regulations of Open Burning/Sections 7.7 - 7.10).	\$50 <i><u>(No charge for verified religious functions)</u></i>	1 day
Open Flames and Candles		To use open flames or candles in connection with assembly areas, dining areas of restaurants, or drinking establishments.	\$50	365 days
Organic Coatings		For any organic-coating manufacturing operation producing more than 1 gallon of an organic coating in one day.	\$50	365 days
Places of Assembly		Operate a place of assembly.	\$50	365 days
Private Fire Hydrants		Removal from service, use operation of private fire hydrant (per hydrant)	\$50	365 days
Pyroxylin Plastics		To store or handle more than 25 pounds of cellulose nitrate plastics	\$50	365 days
Refrigeration Equipment		To operate a mechanical refrigeration unit or system	\$50	365 days
Repair Garages		To operate a repair garage and automotive, marine and fleet motor fuel-dispensing facility.	\$50	365 days
Rooftop Heliports		To operate a rooftop heliport	\$50	365 days
Spraying or Dipping Operations		To conduct a spraying or dipping operation utilizing flammable or combustible liquids, or the application of combustible powders regulated by Chapter 24.	\$50	365 days
Storage of Scrap Tires and Tire Byproducts		To establish, conduct or maintain storage of scrap tires and tire byproducts that exceed 2500 cubic feet of total volume of scrap tires and for indoor storage of tires and tire byproducts.	\$50	365 days



Temporary Membrane Structures, Tents and Canopies		To operate an air-supported temporary membrane structure, or a temporary stage canopy having an area in excess of 400 square feet (37 in2), or a tent having an area in excess of 800 square feet (74 m2).	\$50 per tent	<b><u>90 days</u></b>
Tire-Rebuilding Plants		To operate and maintain a tire-rebuilding plant	\$50	365 days
Waste Handling		To operate wrecking yards, junk yards and waste material-handling facilities	\$50	365 days
Wood Products		To store chips, hogged material, lumber or plywood in excess of 200 cubic feet	\$50	365 days

<b>CONSTRUCTION PERMITS</b>	<b>Description</b>	<b>2020-21 Permit Fee</b>	<b>Term</b>
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**Note: All permit fees include plan review**

Note: Plans that are not code-compliant after second review, will incur an additional \$100.00/per review fee

Beginning work, or maintaining an operation requiring any permits adopted by the Town of Chapel Hill without obtaining the proper permit(s), shall double the permit fee.

A stop Work Order shall be issued until payment is received and permit issued.

		<b>Description</b>	<b>2020-21 Permit Fee</b>	
Automatic & Manual Fire Extinguishing Systems		Installation, modification, or removal from service of a sprinkler, standpipe system or other Kitchen Suppression or Alternate Automatic Extinguishing System).		
		<b>Sprinkler Systems</b>		
	Tier 1	0 - 999 Square Feet	\$50	
	Tier 2	1,000 - 2,499 Square Feet	\$75	
	Tier 3	2,500 - 9,999 Square Feet	\$100	
	Tier 4	10,000 - 49,999 Square Feet	\$200	
	Tier 5	50,000 or more Square Feet	\$300	
		<b>Standpipe Systems</b>	\$300	
		<b>Automatic Extinguishing Systems</b>	\$50	
Battery Systems		Installation of stationary storage battery systems having a liquid capacity of more than 50 gallons.	\$200	
Compressed Gas Systems		Where the compressed gases in use or storage exceed the amounts listed in Table 105.6.9, a construction permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a compressed gas system.	\$200	
Cryogenic Fluids		Installation of or alteration to outdoor stationary cryogenic fluid storage systems where the system capacity exceeds the amounts listed in Table 105.6.11. Maintenance performed in accordance with this code is not considered to be an alteration and does not require a construction permit.	\$200	

Fire Alarm and Detection Systems		Installation of or modification to emergency responder radio coverage systems and related equipment. Maintenance performed in accordance with this code is not considered to be a modification and does not require a construction permit.		
	Tier 1	0 - 999 Square Feet	\$50	
	Tier 2	1,000 - 2,499 Square Feet	\$75	
	Tier 3	2,500 - 9,999 Square Feet	\$100	
	Tier 4	10,000 - 49,999 Square Feet	\$200	
	Tier 5	50,000 or more Square Feet	\$300	
Fire and Life Safety Plan Review		Review proposed new and existing architectural/building plans to confirm fire and life safety compliance within the built environment.	\$125	
Fire Pumps and Related Equipment		Installation of, or modification to fire pumps and related fuel tanks, jockey pumps, controllers, and generators. (Required in addition to other Automatic & Manual Fire Extinguishing System Construction Permits).	\$100	
Flammable and Combustible Liquid Facilities	1)	Install, repair or modify a pipeline for the transportation of flammable or combustible liquids.	\$150	
	2)	Install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, transported, stored, dispensed, or used.	\$150	
	3)	Install, alter, remove, abandon, or otherwise dispose of a flammable or combustible liquid tank.	\$150	
Hazardous Materials Facilities		Install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a storage facility or other area regulated by Chapter 50 where the hazardous materials in use or storage exceed the amounts listed in Table 105.6.21.	\$300	
Industrial Ovens		Installation of industrial ovens as described in Chapter 30	\$300	
Private Fire Hydrants		To install, use or operate fire hydrants or valves intended for fire suppression purposes which are installed on water systems and accessible to a fire apparatus access road that is open to or generally used by the public.	\$50	
Site/Land Development		1 - 50,000 sq. ft.	\$75	
		>50,000 sq. ft.	\$150	

Fire Inspection Fees			
NC Required Inspections		NC mandate that every structure be inspected for fire code violations on a structured timeline. Fee includes initial inspection and (1) re-inspection <b><i>if all corrections are made.</i></b> Subsequent re-inspections with corrections needed will assess additional fees.	
		Note: Identified violation(s) of the NC Fire Code, or condition(s) deemed detrimental to the life safety of the occupants, that are not corrected shall be subject to reinspection fee of \$500.00/per violation.	
		Note: Issuance of three (3) consecutive re-inspection fees without compliance, the owner, operator, or other responsible person shall be cited to court for violation of NC General Statute 14-68.	
		<b>Description</b>	<b>2020-21 Permit Fee</b>
Tier 1 inspection		0-999 sq. ft.	\$50
Tier 2 inspection		1,000-2,499 sq. ft.	\$75
Tier 3 inspection		2,500-9,999 sq.ft.	\$100
Tier 4 inspection		10,000-49,999 sq.ft.	\$200
Tier 5 inspection		50,000 sq. ft. and above	\$300
		<b><i>Any inspection scheduled after 5:00 p.m. Mon-Fri, weekends, or Town holiday will incur an additional inspection fee</i></b>	<b><i>\$75.00/hour</i></b>
<b><i>Other Fees and Charges</i></b>			
		<b>Description</b>	<b>2020-21 Fee</b>
Fire Incident Report		Copy of Fire Incident Report	\$3/copy
		<i>Copy provided at no charge to Owner/Occupant</i>	
Local Fire Training Fee		Annual fee assessed to Durham Community College for use of the training facilities for student fire training.	\$ 2,132
<b><u>ACCIDENTAL ALARM ORDINANCE****</u></b>		<b><u>All fees pursuant to the Town Code for Accidental Alarm Management (Chapter 15, Article II).</u></b>	
Fire Penalties			
		Authorization to issue and receive settlement of Civil Penalties for any violation of NC Fire Code or Town Code as authorized by Town Ordinance. Specific penalty amounts are specified in Town Code.	See Town Code
Construction Fire Inspection	.05/Sq. Ft.	Assess \$0.05/ square foot of buildings under construction to assist with cost of associated fire inspection visits required.	\$0 \$0.05/sq. foot

**PUBLIC LIBRARY****FEE SCHEDULE**

<b>Library Card Fees</b>	
Out of County	\$65.00 per year
Lost Card	First one free, \$1.00 after that
<b>Special Services Fees</b>	
Copies/Prints	\$0.15 B/W, .50 color
<b>Lost/ Damaged Items</b>	
Books, Media, Equipment	Item price
<b>Lost/Damaged Parts &amp; Pieces</b>	
Cases, Bags, Maps, Notes	\$5
Book Kit Bags	\$15
<b>Room Rentals</b>	
Large rooms- private and/or for-profit use	\$150
Small rooms & Computer Classroom - Private use	\$30
On site staff fee - per hour	\$25
After hours - per hour	\$25
<b>Merchandise</b>	
Promotional products (bookmarks, reusable totes, coozies, etc)	\$1
Children's Accessories (bibs, towels, etc)	\$3
Tote Bag	\$8
Beverage Container (travel mugs, water bottles, etc)	\$10
Kids tees	\$7
Onesies	\$10
Adult tees	\$10
Long-sleeve adult tees	\$15
Hooded Sweatshirts	\$35

\*Out of County fee waived for CHCCS, current Town of Chapel Hill Employees, and TOCH retirees with 5 or more years of service

## Community Arts and Culture Division

Festival Vendor Application Fee	\$25
Festival Booth Space Fee	\$50 / \$100, based on event
Festival Food Truck Space Fee	\$175
Special Event Permit Fee	\$50
<b>Merchandise</b>	
Kids tees	\$7
Adult tees	\$10
Long-sleeve adult tees	\$15
Beverage Container (travel mugs, water bottles, etc)	\$10

## POLICE DEPARTMENT (PARKING FUND)

### FEE SCHEDULE: MONTHLY PARKING RENTAL RATES, METERED PARKING RATES AND MERCHANT DISCOUNT RATES

**The Parking Services Division of the Chapel Hill Police Department operates as an Enterprise Fund and will have flexibility to re-evaluate and adjust rates as indicated to assure the health of the parking fund and build a reserve for future parking-related projects with the approval of the Town Manager. This authority was granted to the Town Manager per resolution 2020-03-04 R-2.**

#### Special Event Rate

For Special Events, a flat rate charge may be collected, amount not to exceed \$20.00.

#### Residential Parking Permits

Each residence, in a Town's Residential Parking Permit Zone, is eligible for up to five residential permits for a fee of \$25.00 per sticker per year (\$15.00 per sticker if purchased in January or later in the permit year) per permit for a residential parking permit. Guest permits are available at no cost to permanent residents. No fee if: Age 65 or older. Resident must provide proof of age.

#### 7-Day Temporary Residential Parking Permits

Each address in a Town's Residential Parking Permit Zone is eligible for: Up to 5 temporary 7-day visitor parking permits for use for guests valid for residential parking areas only for a fee of \$10.00 per permit.

#### 3-Day Temporary Visitor Parking Permits

Each address in a Town's Residential Parking Permit Zone would be eligible for: Up to 10 temporary 3-day visitor parking permits in a year for use by guests valid for residential parking areas only for a fee of \$2.00 per permit.

#### Annual In-Home Care Permits

Residents or family members who live in any of the Town's Residential Parking Permit Zones who have caregivers providing in-home care services may be eligible for In-Home Care Permits for a fee of \$10.00

#### Residential Business Parking Permit

Each address in a Town's Residential Parking Permit Zone are eligible for up to five parking permits for business use, such as Contractors, Realtors, or Non-Resident Landlords, for \$25.00 per month or \$150.00 per year and valid in the residential permit areas only.

#### Service Vehicle Parking Permit

This permit is for qualifying service vehicles (plumber, electrician, utility, etc.) for \$25.00 per month or \$150.00 per year and allows parking in the 2-hour metered areas.

#### Reserving a Parking Metered Space

Metered parking spaces may be reserved for contractors performing renovation or service work in the downtown area, when available. The fee is \$25.00 per meter per day.

#### Administrative Fee for Dumpster Storage

The fee for a dumpster permit shall be \$10.00, per day for on-street and off-street lots. In the event the dumpster is placed in a metered parking space, the fee shall include the additional cost of a daily reserved meter fee for each parking space used.

#### Mixed Use Parking Permits

Employers are eligible to purchase mixed use parking permits for use by employees in areas adjacent to mixed use developments for a fee of \$150.00 each per year.

Downtown Employee Parking Permit

Up to 10 permits are available for service-industry downtown businesses for employees to park in designated lots starting at 3:30pm each day; for up to \$150.00 per year.

Pay Station Codes

\$5 per pay station, per month for specialty codes



## Parks and Recreation Fees - FY22

PASS AND VISIT FEES			
	YOUNG CHILDREN	YOUTH	ADULTS
	under 8 years	9-18 years	19 and older
	<b>Fees</b>	<b>Fees</b>	<b>Fees</b>
<b>Basketball or Pickleball</b>			
Annual Pass	\$5 R*, \$20 NR	\$5 R, \$20 NR	\$60 R, \$96 NR
20 Visit Pass	NA	NA	\$30 R, \$48 NR
Single Admission	\$1 R, \$2 NR	\$1 R, \$2 NR	\$2 R, \$3 NR
<b>Volleyball</b>			
		9-15 years	16 years and older
Annual Pass		\$5 R, \$20 NR	\$60 R, \$96 NR
20 Visit Pass		NA	\$30 R, \$48 NR
Single Admission		\$1 R, \$2 NR	\$2 R, \$3 NR
<b>Swimming</b>			
	under 8 years	9-18 years	19 and older
Annual Pass	\$ 93 R, \$140 NR	\$ 140 R, \$234 NR	\$234 R, \$421 NR
Annual Pass - Family* (up to 4 people)			\$491 R, \$842 NR
Annual Pass - Family, (each additional person**)			\$70 R, \$105 NR
6-Month Pass	\$52 R, \$78 NR	\$78 R, \$130 NR	\$130 R, \$234 NR
6-Month Pass - Family (up to 4 people)			\$273 R, \$468 NR
6-Month Pass - Family (each additional person)			\$39 R, \$59 NR
20 Visit Pass	\$24 R, \$30 NR	\$36 R, \$60 NR	\$60 R, \$108 NR
10 visit pass, limited special offers times only	\$14 R, \$21 NR	\$21 R, \$35 NR	\$35 R, \$63 NR
10 Visit AquaFitness Pass			\$60 R, \$97 NR
20 Visit AquaFitness Pass			\$104 R, \$169 NR
Single Admission	\$2 R, \$3 NR	\$3 R, \$5 NR	\$5 R, \$9 NR
Single AquaFitness Visit			\$8 R, \$13 NR
*Family Package: may include grandparents, parents (single, married, registered as domestic partners and legal guardians), and their minor children who reside in the same household, up to 4 people.			
** Additional Family Member: families who qualify for a Family Pass Package may add additional family member minor children who live in the same household, as Additional Family Member for an additional fee.			
<b>Climbing Wall</b>			
		6-18 Years	19 and older
Annual Pass		N/A	\$145 R, \$240 NR
20 Visit Pass		\$36 R, \$54 NR	\$72 R, \$90 NR
Single Admission		\$ 3 R, \$4 NR	\$5 R, \$8 NR
Climbing Shoe Rental			\$ 3
Belay Certification Renewal			\$10 R, \$16 NR
Belay Instruction and Certification			\$30 R, \$45 NR
Replacement pass/fob	\$6	\$6	\$6
R = Resident, NR = Non-resident			
◇ Annual Passes are good for 1 year from the date of purchase			
◇ Six-month Passes are valid for 6 months from date of purchase			
◇ Visit passes - unused visits expire 1 year from date of purchase			

<b>HOURLY RENTAL FEES</b>		
	Resident Fee	Non-resident Fee
<b>Security Deposit</b> (per rental)	\$100 flat fee	\$100 flat fee
<b>Additional Staff Fee, as necessary</b>	\$18	\$18
Must extend 30 minutes past pool use time for aquatics staff, including desk attendants.		
<b>Basketball Court - outdoor</b>	\$20	\$32
<b>Bocce Ball Court</b>	\$10	\$16
<b>Climbing Wall</b> (plus hourly staff fee, see above)	\$60	\$96
<b>Community Clay Studio</b>	\$30	\$48
One bisque firing for special program	\$22	\$36
One glaze firing for special program	\$30	\$48
<b>Fields - Baseball/Softball</b>	\$45	\$72
<b>Fields - Multipurpose</b>		
Natural Turf - Youth Field	\$30	\$48
Natural Turf - Adult Field	\$45	\$72
Artificial Turf - Youth Field	\$70	\$112
Artificial Turf - Adult Field	\$90	\$144
<b>Field Lights (per field, per hour)</b>	\$20	\$20
<b>Field Prep Fee (per field, per prep)</b>	\$30	\$30
<b>Gene Strowd Rose Garden</b>	\$100 deposit	\$100 deposit
<b>Gymnasiums</b>	\$60	\$96
<b>Hargraves Auditorium or Teen Center</b>	\$40	\$64
<b>Hockey Rink - Outdoor</b>	\$30	\$48
<b>140 West or James Wallace Parking Deck Plaza</b> (special application required)	\$45	\$72
<b>Meeting Rooms</b>		
Individuals, for-profit, non-profit closed meetings	\$30	\$48
Non-profit - open meetings	no charge	no charge
*Additional staff fee for rentals outside normal operating hours still applies.		
<b>Party Package for pool, gym or clay studio</b>	\$218 R, \$384 NR	\$218 R, \$384 NR
<b>Pickleball Court - outdoor</b>	\$10	\$16
<b>Pickleball Court Light Fee</b> (per court, per hour)	\$5	\$5

<b>Picnic Shelters</b> (per 4-hour block)		
All shelters (except SCP large shelter)	\$35	\$56
Southern Community Park Large shelter	\$50	\$80
Use of a pig cooker at SCP large shelter	\$100 deposit	\$100 deposit
Meadowmont Park	no charge	no charge
<b>Sand Volleyball Court (per court)</b>	\$5	\$8
<b>Tennis Courts</b> (per court)	\$10	\$16
<b>Tennis Court Lights</b> (per court, per hour)	\$5	\$5
<b>Teen Center</b>	\$40	\$64

<b>HOURLY RENTAL FEES - continued</b>		
<b>Pool Rental</b>	<b>Off-Peak Hours</b>	<b>Peak Hours</b>
A.D. Clark Pool - Entire Pool	\$78 R, \$123 NR	\$90 R, \$144 NR
Community Center Pool - Per Lane/Block	\$12 R, \$20 NR	\$24 R, \$38 NR
Community Center Pool - Entire Pool	\$90 R, \$144 NR	\$120 R, \$192 NR
Homestead LAP Pool - Per Lane/Block	\$12 R, \$20 NR	\$24 R, \$38 NR
Homestead LAP Pool - Entire Pool	\$132 R, \$211 NR	\$180 R, \$288 NR
Homestead Program Pool - Per Lane/Block	\$12 R, \$20 NR	\$24 R, \$38 NR
Homestead Program Pool - Entire Pool	\$120 R, \$192 NR	\$132 R, \$211 NR

<b>MISCELLANEOUS FEES</b>	
Batting Cage Fee (per token = 25 pitches)	\$2 R, \$3 NR
Cancellation Fee (program and rental)	\$10
Returned check fee	\$25
Clay for use in Community Clay Studio	
25-lb bag of recycled clay	cost of new clay market rate + 50%
25-lb bag of new clay	cost of new clay market rate +100%

<b>MUNICIPAL CEMETERY FEES</b>	
Plot Staking	\$25
Monument Staking	\$15
Regular Plot for Residents	\$750
Regular Plot for Non-Residents	\$1,500
Cremation Plot for Residents	\$350
Cremation Plot for Non-Residents	\$700
Columbarium, per compartment	\$1,100
Cemetery Plot Ownership Transfer	\$15
Copy of a Cemetery Section Map	\$10
Interment Fee* for Residents/Non-residents	\$450
* Interment fee is required only if burial vault or grave liner is not used in accordance with Chapter 6 of the Town Code of Ordinances.	

<b>PLANNING AND DEVELOPMENT</b>	
Recreation Area Multiplier	\$1.55
Payment in Lieu of Recreation Space (per square foot)	\$12
Payment in Lieu of Outdoor Amenity Space, per square foot (Ephesus/Fordham Area)*	\$12
<p>* The mandatory 50% payment in lieu for Recreation Space within the Ephesus/Fordham Form Based Code District may be waived for the portion of any new permanent residential development in which documentation is provided that guarantees that 100% of the dwelling units will be occupied by low-moderate income households (80% of area median income as defined by the Department of Housing and Urban Development) for a minimum of twenty years.</p>	

**PLANNING**

**The Manager may negotiate and charge a fee or reimbursement for plan review, amendment or other types of applications not listed in this schedules adopted by the Town Council based on a determination that such fees and reimbursements are reasonably calculated to reflect the cost of Town services associated with said review.**

**Zoning Compliance Permit (ZCP)**

Staff Review/Administrative Approval (modified fee)	\$505 + \$15/100 SF
Final Plans for Zoning Compliance Permit Issuance	
--Special Use Permit	\$4,085 + \$15/100 SF
--Major Subdivision	\$4,085 + \$30/100 SF
--Minor Subdivision	\$505 + \$15/100 SF
--Site Plan Review	\$1,205 + \$15/100 SF
--Conditional Zoning District	\$4,085 + \$15/100 SF
Resubmittal Fee After 3rd Round of Review	\$1,320
Revised Final Plans/Revised Phasing Plan	\$1,320
RCD Encroachment	\$505
RCD Exemption approval	\$60
Single-Family/Two-Family Staff Review/ Administrative Approval	\$250
Single-Family/Two-Family "Express" Staff Review/ Administrative Approval	\$125
Combined Single-Family/Two-Family ZCP and RCD Encroachment	\$505
Special Events Permit [for-profit events]	\$125
Indoor Pop-Up Event Permit	\$140
Home Occupation	\$125
Tree Canopy Mitigation Fee	\$525 per tree
Food Truck ZCP - Property Owner	\$125
Food truck ZCP - Vendor	\$125
Exceptions to Front Yard Parking Requirements	\$125
Wireless Communications Facility:	
	\$100 per facility for the first 5 facilities in a single application plus \$50 per each additional facility up to a total of 25 in a consolidated application
Small Wireless Facility in Town Right-of-Way or outside Town Right-of-Way on property other than Single-Family Residential property, Staff Review	
Small Wireless Facility in Town Right-of-Way or outside Town Right-of-Way on property other than Single-Family Residential property, Consultant Review	\$500 per application
Co-Location or Modification, Streamlined Review (eligible facility), Consultant Review	\$1,000
Co-Location, Modifications, and Upgrades (non-eligible facility), Site Review and Report, Consultant Review	\$4,000
All Others, Consultant Review	\$6,500
Form District Permit	\$12,235 + \$50/100 SF
Form District Permit Modification	\$1,260
Special Appearance District Certificate of Appropriateness and Modifications	\$420
Urban Designer	\$175/hr. or Actual cost of review
<b>Subdivisions &amp; Plats</b>	
Preliminary Plat	\$8,175 + \$315/lot
Re-approval (Preliminary Plat)	\$1,260
Minor Subdivision	\$945 + \$65/lot
Re-approval (Minor subdivision)	\$250
Final Plat	\$630 + \$60/lot
Recombination Plat or Exempt Plat	\$250

<b>Historic District Commission</b>	
Combined Certificate of Appropriateness and Zoning Compliance Permit Application	570
Building Elevations, Lighting Plan, or Alternative Buffer	\$415
Concept Plan Review	\$380
<b>Community Design Commission (CDC)</b>	
Building Elevations, Lighting Plan, or Alternative Buffer	\$415
Concept Plan Review	\$380
<b>Sign Plan Review</b>	
Individual Sign or Individual Sign Compliant with Approved Unified Sign Plan (single business on one zoning lot)	\$190
Unified Sign Plan (multiple businesses on one zoning lot)	\$315
<b>Site Plan Review</b>	
Site Plan Review and modification*	\$3,145 + \$30/100 SF
Extension, Renewal, Minor Change	\$945
Project Name Change	\$115
Northside and Pine Knolls Neighborhood Conservation Districts (Single Family and Two-Family applications only):	
Combined Single-family Site Plan Review and ZCP Application	\$250
Site Plan for parking exemption/exception	\$125
<b>Special Use Permits</b>	
Special Use Permit or Modification*	\$8,175 + \$30/100 SF*
Single Family Development unrestricted by Floor Area	\$8,175 + \$315/unit
Extension, Renewal, Minor Change, Abandonment, or Revocation	\$1,260
Extraction of Earth Products, Landfill, Cemetery, Park/Ride Terminal	\$8,175 + \$315/unit
Radio/TV Transmitting/Receiving Facility	\$8,174
<b>All Master Land Use Plans*</b>	\$8,175 + \$30/100 SF*
Abandonment, Revocation	\$1,260
<b>Zoning Map and Text Amendments (Including Joint Planning Areas &amp; Neighborhood Conservation District Overlays)</b>	\$1,260 + \$65/acre***
Conditional Zoning	\$8,585 + \$30/100 SF*
Minor Change to Conditional Zoning	\$1,325
Research (involving one or more of the following: Zoning Opinion Letter, Paper archives, micro fiche, Zoning Project case history or code compliance history)	\$65/hr
<b>Plan Amendments</b>	
Proposed revision to adopted Transportation Plan or Transportation Facility Design	\$1,260
<b>Development Plan (OI-4)</b>	\$6,615 + \$130/acre
Site Development Permit	\$5,040
<b>Development Agreement</b>	To be negotiated
Site Development Permit - Carolina North	\$5,040
Development Agreement <i>Compliance</i> Permit - All Others	\$12,230 + \$50/100 SF
Development Agreement Minor Change	\$1,325
Consultant Support and Analysis	Actual cost of service
<b>Board of Adjustment</b>	
Variance or Appeals	\$630
<b>Application Revision, Requiring Additional Review, After Staff Memorandum is Written**</b>	50% of original application fee
<b>Development Notification Postcards</b>	
Postcards for Development Notifications per postcard	\$1

**Notes:**

All review fees are doubled if the activity or site change requested has already occurred or been started unless the Manager or his/her designee find that there are mitigating circumstances. Revisions requested more than 30 days after a permit is issued require a new permit application and fee.

Fees are waived for Town of Chapel Hill development applications.

The Town agrees to waive certain development-related fees related only for the affordable units for projects that provide permanently affordable homeownership opportunities or provide rental housing that remains affordable for at least 20 years. Affordable is defined as being sold or rented to households earning less than 120% of the Area Median Income as determined and approved by the Town. In this case, otherwise applicable Town application fees, building permit fees, plan review fees, inspection fees, and such other development fees and costs which would otherwise be due shall be waived for the affordable dwelling units identified in the application. To qualify for the waiver for rental development, applicants and Town staff must agree on how affordability will be maintained for a 20-year period and an agreement may be required.

If application fees are paid for a proposed development that subsequently converts existing approved market rate units to affordable dwelling units in the development plan, a pro rata refund of any such fees that have already been paid shall be provided to the applicant upon approval of the development to reflect the conversion to affordable units. The refunded amount will be determined by the percentage of the affordable units within the development. In addition, any existing development that receives approval to construct new affordable units may have the fees waived for the new affordable units. This refund or waiver does not apply to any market rate units, or to any fees associated with water, wastewater, or stormwater.

Fees are also waived for service projects by non-profits, for a non-profit organization.

In the case of a Master Plan and a Special Use Permit submitted concurrently, the application fee shall be waived for the application with the smaller fee.

Potential refunds of fees for projects that are withdrawn prior to completing the development review process shall be issued consistent with the Planning Department's adopted internal refund policy.

\* based on square footage of floor area

\*\*Changes to an active application, post-completion of an advisory board or council memorandum that results in additional staff review and revisions to staff memorandum.

\*\*\*Neighborhood Conservation Districts fees are waived for areas in which it is documented that 51% of the property owners are low to moderate income as defined by HUD.

<b>Ordinances and Reports</b>	
Printing Land Use Management Ordinance, Comprehensive Plan, Data Book, Design Guidelines, Historic District Guidelines Handbook, Bicycle Plan, or Pedestrian Plan (per page).	\$0.10 - B&W / \$0.15 - Color
<b>Maps and other documents</b>	
Copying and Printing per page / smaller format (less than 11 x 17)	\$0.10 - B&W / \$0.15 - Color
Copying and Printing per page / larger format (larger than 11 x 17)	\$1/page - B&W / \$2/page - Color
Miscellaneous Scanning, Printing, and Copying / smaller format (less than 11 x 17)	\$0.10 - B&W / \$0.15 - Color
<b>Professional Training Registration (per session)</b>	\$10

<u>GIS Division</u>	
GIS Street or Zoning Map	\$ 25/EA
Aerial Photos	\$ 30/EA
Specialty Maps and GIS Data Services	\$ 70/HR*
* One Hour Minimum	



**POLICE DEPARTMENT****FEE SCHEDULE**

	Fee
Police Incident Reports	0-10 pages = \$0; >10 pages = \$.10 per page
Fingerprints	\$15 for 3 cards
Local Criminal History Checks	\$15 per person
Mailing/Fax Fees	\$1 per document
Noise Permits	\$50 each
Solicitation Permits Application Fee	\$10 per person
Solicitation Permits	\$10 each
Permit Renewals	\$5 each
Precious Metal Business Permits	\$180 each
Precious Metal/Taxi Driver Fingerprints	\$38 each
Taxi Driver Permits	\$10 each/2-yr renewal
Taxi Inspection Fees	\$10 per vehicle
Taxi Driver Application Fee	\$10 per driver
Taxi Franchise Application	\$10 per franchise
Taxi Franchise Renewal	\$5 per franchise
Tow Fee	\$135 for a basic tow; Additional \$50 winch fee
Towed Vehicle Storage (0 - 24 hours)	\$5 for the first 24 hours, \$10 for each additional 24 hours
Towed Vehicle Storage (24+ hours)	\$10 per day
Returned Check Charge	\$25 per check
Unregistered False Alarm	\$100
False Alarm Activation 1-3	No Charge
False Alarm Activation 4-5	\$100 per activation
False Alarm Activation 6-7	\$200 per activation
False Alarm Activation 8-9	\$300 per activation
False Alarm Activation 10 or more	\$500 per activation
<b>Available to Court Officials Only</b>	
NC Driving History Checks	\$5 per subject
NC Criminal History Checks	\$15 per subject
Vehicle request for secondary employment	\$25 per hour

**PUBLIC WORKS DEPARTMENT****STREETS DIVISION**

The following policy and fee structure is consistent with ITRE's recommendations.

1. Each utility and private contractor is responsible for street repairs to be made either by the respective utility or its choice from a list of approved sub-contractors.
2. The Town retains the responsibility for inspections of repairs to cuts.

*Fee Assessments:\**

- a) \$120 per square yard for each of the first ten square yards
- b) \$50 per square yard for each subsequent square yard
- c) \$30 per square yard for work on gravel roads and/or borings/jackings (open trench/pit area) and/or other work outside the roadway, but within the right-of-way

\*These fees are doubled if the street has been resurfaced within the previous two years, or increased one and one half times if the street has been resurfaced within two plus to five years. In addition, on major projects for which the road is severely impacted, especially streets recently resurfaced, the Town may require restoration to include street milling and a complete overlay. Fees may be waived when milling and/or a complete overlay are required.

*Penalties:*

- a) \$150 for failure to obtain a permit prior to starting the project (not applicable for emergency street cuts).
- b) \$150 for failure to repair initial street cut within thirty calendar days.
- c) \$150 for failure to undertake warranty repair within fourteen calendar days.

The Town requires a 5-year warranty on all cuts and restoration work performed by the utility company or private contractor.

Additional sub-base and pavement restoration work required (beyond the area of trench repair) as a result of a major failure (i.e., water line main break) will be billed at the stated square yard rates above, or \$625 (whichever is the lesser of the two amounts).

This policy referenced above has been phased in since FY 2000-2001.

**SOLID WASTE SERVICES DIVISION****Annual Costs**

*Basic Service (Front Load): There is one exception to the below fees. Multifamily developments are eligible for one 8-yard dumpster collection per 25 units per week at no charge.*

*Delinquent accounts are subject to cancellation of service.*

Container Size	1x/week	2x/week	3x/week	4x/week	5x/week	Extra Lift
2 yard	\$690.00	\$1,380.00	\$2,070.00	\$2,760.00	\$3,450.00	\$50 Flat Rate
4 yard	\$800.00	\$1,600.00	\$2,400.00	\$3,200.00	\$4,000.00	
6 yard	\$920.00	\$1,860.00	\$2,780.00	\$3,600.00	\$4,500.00	
8 yard	\$1,095.00	\$2,035.00	\$3,050.00	\$4,060.00	\$5,070.00	

*Commercial Roll-Cart Service: Entities that do not qualify for front loading commercial collection service due to space restrictions and safety concerns may qualify for service via roll carts. The basic fee provides up to three carts per entity for collection once per week. Additional carts can be provided and serviced for a fee.*

*Delinquent accounts are subject to cancellation of service.*

**Annual Costs**

Container	Fee
Up to 3 Roll Carts, 1x/week	\$275
Each Additional Container	\$60

*Collection of White Goods, Bulky Items and Electronics: This fee is for collection of large household items and electronic equipment (e.g., refrigerators, stoves, chairs, tables, sofas, televisions, computers, cell phones, printers, etc.). Residents shall contact the Public Works Department to request pickup and make payment prior to collection. The service fee is a minimum of \$15 for up to three items, and \$5 for each additional item. \*\*If deemed appropriate by the Public Works Director or their designee due to special circumstances (not routine household garbage collection service), this fee may apply to the special collection of extra bags of trash (ie, cleaning out, moving, etc.). Each bag of trash will be considered a separate item. The minimum fee for collection is \$15 for up to three bags, and \$5 for each additional bag.*

Up to Three Items*	\$15
Each Additional Item	\$5
*15 Minimum for Each Collection	

*Compactor Service (annualized cost): Each business in the downtown compactor district is subject to compactor service fees. The fees are based on volume of generation. Examples of high volume generators may include: restaurants and bars with onsite dining, movie theaters, and drug stores. Examples of medium volume generators may include: ice cream and coffee shops. Examples of low volume generators may include: small clothing stores, small retail stores, or small business offices.*

*Delinquent accounts are subject to cancellation of service.*

## Annual Costs

High Volume	\$1,500
Medium Volume	\$750
Low Volume	\$280

*Roll-Off Container Rental (Yard Waste Only)*

Weekday (per day)	\$35
Weekend	\$60

*Curbside Collection of Large Yard Waste Piles: A per truckload fee is charged for the collection of loose piles of yard waste that exceed three (3) cubic yards in size (e.g., greater than a small pickup truckload). Residents must contact the Town to pay and make arrangements for the collection of yard waste piles in excess of three (3) cubic yards. Town staff will make the final determination of the size of the pile and the required number of truckloads to remove it.*

*Collection of Large Yard Waste Piles*

Per Truckload	\$125
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*Yard Waste Container*

Each Container	\$50
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*Single-family residences are eligible for one Town provided household waste roll cart at no charge. A fee is charged for each additional roll cart.*

*Extra Household Waste Container*

Each Container	\$60
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**TRAFFIC ENGINEERING DIVISION**

Traffic Engineering Permits	Permit Fee
Work Zone Traffic Control Permits	
1) Lane/Sidewalk Closure Permits	
Permit Issuance Fee	\$150
Inspection Fee*	\$50
2) Street Closure Permits	
Permit Issuance Fee	\$200
Inspection Fee*	\$50
Traffic Impact Analysis Exemption Permit	
1) Residential with less than 10 lots	\$100
2) Residential with more than 10 lots	\$200
3) Commercial and other	\$350

\*Fee charged each day inspections are conducted (regardless of number of inspections per day). Typically, inspections occur 2-3 days per week for large scale projects (may be more or less depending on need as determined by staff).

**ENGINEERING AND DESIGN SERVICES DIVISION**

The following fees would apply to full or partial street construction and/or improvements and/or utility service improvements.

Public Roadway & Fire Lanes	\$ 2/LF/Travel Lane
Sidewalks/Trails/Paths	\$ 0.50/LF
Water Lines within the Public Right-of-Way	\$ 1/LF
Private Fire Line	\$ 1/LF
Sanitary Sewer Lines within the Public Right-of-Way	\$ 1/LF
Storm Sewer Lines (12" or greater)	\$ 1/LF
Storm Sewer Structures	\$ 50/EA
Stormwater Control Facilities	\$ 500/EA
Urban Streetscape (including sidewalk, ductbank and amenities)	\$ 1.75/LF
Driveway Inspection (including removal of existing curb/gutter, excavation, forming and concrete placement for new driveway entrance and apron.	\$100/EA

Driveway Re-Inspection

\$ 50/EA

\*Fees charged to UNC, UNC Hospitals, OWASA, and Chapel Hill-Carrboro City Schools are related to work performed within the right-of-way and/or to be maintained by the Town.

Engineering Plan Review Fee for Single Family Subdivision

Base Fee .....	\$500 Lump Sum
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Plus Per Property Lot Fee .....	\$100/EA
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Engineering Plan Review Fee for Multi-Family, Institutional, Office or Commercial

Base Fee .....	\$500 Lump Sum
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Plus Disturbed Acreage Fee (no rounding).....	\$350/Acre*
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\* One Acre Minimum

**CHAPEL HILL TRANSIT**

**GENERAL POLICY AND FEE SCHEDULE**

The following criteria are intended to guide the Manager in recommending fee structures, and also to inform the public of those factors considered in that process.

The Transit services operated by the Town of Chapel Hill are being provided through the cooperation of the Town of Chapel Hill, the Town of Carrboro, the University of North Carolina, the State of North Carolina and the United States Government. Therefore, the establishment of user fees will be consistent with both State and Federal regulations, and locally they will be developed in consultation with the Town of Carrboro and the University of North Carolina.

Fees should be established in accordance with the Town's Fiscal Year Cycle.

The Manager and the Transit Director will annually review the User Fees Policy and structure and recommend changes to the Town Council as part of the annual budget process.

**FARE SCHEDULE**

Fixed Route Service	Fare Free
Special Service	
Certified E-Z Rider Customers	Fare Free
Tar Heel Express Park and Ride Lot Fares	\$3.00 One Way, \$5.00 Round Trip

**PARK AND RIDE**

Parking fee at Town-operated Park and Ride lots. Overnight parking is not permitted.	
Daily	\$2
Monthly Pass	\$21
Annual Pass	\$250

### TRANSIT ADVERTISING FEE SCHEDULE AND POLICY

Transit services in Chapel Hill are provided through a partnership of Chapel Hill, Carrboro and the University of North Carolina. Chapel Hill Transit offers transit advertising as a source of revenue to help offset system operating costs. Advertising is sold on the exterior and interior of all fixed route buses. The following are advertising rates established for Chapel Hill Transit. All transit advertising is subject to the policies and standards for advertising, adopted by the Chapel Hill Town Council on December 3, 2012. For additional details on these policies and standards, please visit: [http://chapelhill.granicus.com/MetaViewer.php?view\\_id=7&clip\\_id=1689&meta\\_id=75863](http://chapelhill.granicus.com/MetaViewer.php?view_id=7&clip_id=1689&meta_id=75863)

#### TRANSIT ADVERTISING RATES

Bus Wraps	Monthly Rate	Min Contract
Full Wrap	\$1,500	12 months

#### Exterior Bus Signage: Kings (144"x30")

Number of Displays	12 Months Each Sign	6 Months Each Sign	1-3 Months Each Sign
1-10	\$180	\$200	\$220
11-20	\$175	\$195	\$215
21 & up	\$170	\$190	\$210

#### Queens (108"x30")

Number of Displays	12 Months Each Sign	6 Months Each Sign	1-3 Months Each Sign
1-10	\$162	\$180	\$198
11-20	\$157	\$175	\$193
21 & up	\$152	\$170	\$188

#### Taillight

Number of Displays	12 Months Each Sign	6 Months Each Sign	1-3 Months Each Sign
1-10	\$163	\$170	\$187
11-20	\$158	\$165	\$182
21 & up	\$152	\$160	\$177

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$3,500	\$850	\$750	\$650



**King Kong**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$1,500	\$700	\$600	\$500

**Super King**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$400	\$400	\$350	\$300

**Super Queen**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$300	\$400	\$350	\$300

**Tail Wrap**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$600	\$550	\$450	\$350

**Super Tail**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$250	\$350	\$300	\$250

**Headliner Add On**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$300	\$150	\$150	\$150

**Interior Bus Signage****Half Fleet (50 Buses) 11X28**

Production Cost Per Sign	1-6 Months Each Sign	7+ Months Each Sign
\$15	\$400	\$350

**Half Fleet (50 Buses) 11X56**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign
\$20	\$800	\$700

**Full Fleet (95 Buses) 11X28**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign
\$15	\$570	\$475

**Full Fleet (95 Buses) 11X56**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign
\$20	\$1,140	\$950

**Ceiling Wraps 24X48**

Production Cost Per Sign	1 Month Each Sign	6 Months Each Sign	13 Months Each Sign
\$75	NA	\$75	\$50

**BUS CARD ADVERTISING RATES**

Up to \$10 per card.

Rates for bus cards are \$2.15/card per month for non profits / governments.

*Non-Profit Organization Advertising: \*\**

Rates above, less a 50% discount.

*Public Service Announcements: \*\*\**

Public Service Announcements will be placed for a maximum of 90 days for a \$30 service fee, as space is available.

*Ad Replacement Fee:*

Any advertiser who has paid for an ongoing ad may replace the ad copy for a service fee of \$30. New ads should be delivered to Chapel Hill Transit.

Rates for bus cards are \$2.15/card per month for non profits / governments.

**\*\*Non-Profit Organizations** are those that are legally recognized as 501 c 3 Non-Profit Corporations and whose advertisements are placed to encourage the use of that organization's goods and services. Social service agencies are not considered to be Non-Profit Organizations if they charge for their services. This includes religious groups and partisan political organizations.

**\*\*\*Public Service Announcements (PSAs)** are those placed to promote services that will benefit the general public. Notices for public meetings, voter registration and charity drives are typical Public Service Announcements. Public agencies and charitable organizations are examples of groups eligible to place PSAs.

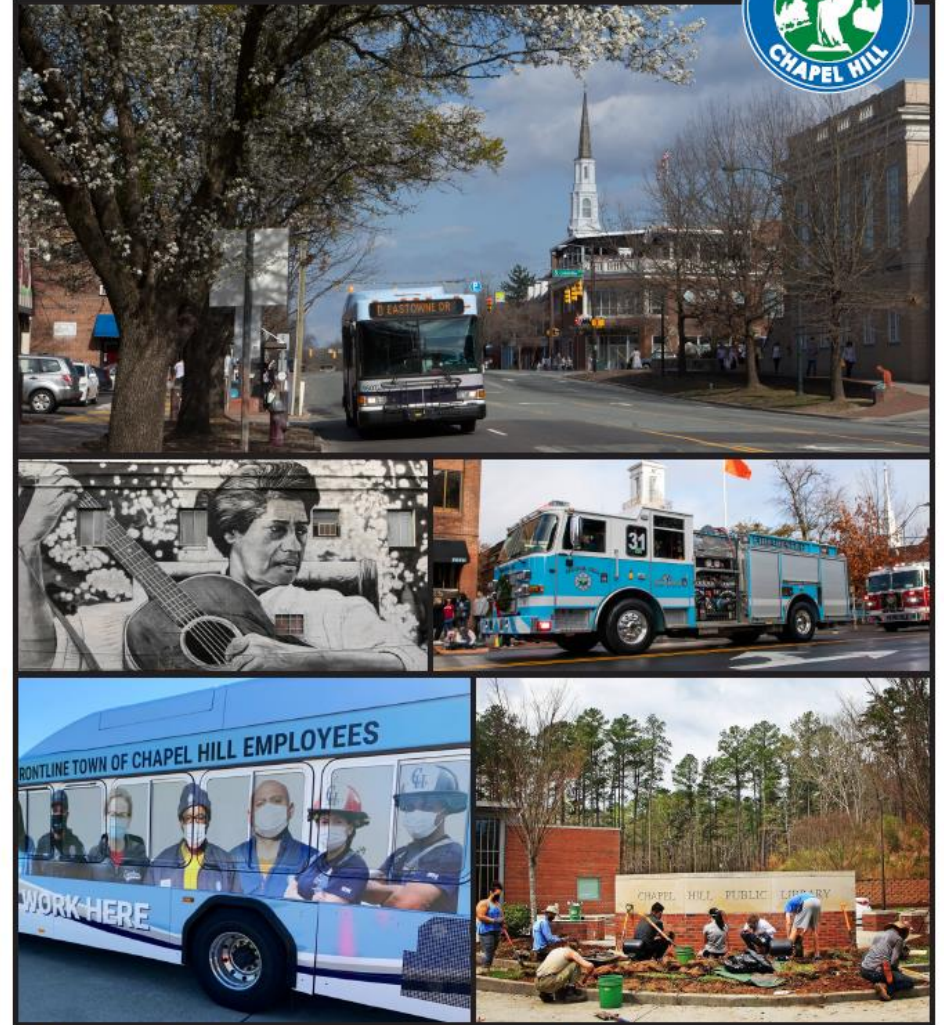
The advertising contractor for the Town of Chapel Hill is authorized to make adjustments (up to 50% of prices listed above) to the listed advertising price schedule in an effort to make pricing competitive and maximize revenue to the Town.

# TOWN OF CHAPEL HILL

## 2021-22 BUDGET ADOPTION

JUNE 9, 2021

Town of Chapel Hill  
North Carolina



Manager's Recommended Budget  
FY 2021-22

DRAFT

# FY 2021-22 Budget Adoption

## **Recommendation**

Enact Ordinance establishing the Town budget for the fiscal year beginning July 1, 2021.

DRAFT

# FY 2021-22 Budget Takeaways

## **Budget Takeaways:**

- Recovery and Restoration from COVID-19 pandemic
- Support Council's strategic goals and priorities
- Property tax rate of 51.4 cents
- No fee schedule changes
- 3% of market pay adjustment for employees
- No significant changes to core operational services
- Focus on climate action, social equity and infrastructure

DRAFT

# Changes from Recommended Budget

• One Penny change (52.4 to 51.4) in General Fund tax rate	
• Additional Inspections Permit Revenue	300,000
• Additional Fund Balance Appropriation	210,000
• Reduction in OPEB Pre-Funding Contribution	(250,000)
• Reduction in Streets Repaving	( 50,000)
• Reduction in Pay-Go Capital	(100,000)
• Reduction in Climate Action	( 30,000)
• New Planning Grants in Grants Fund	394,852
• Transit Fund BRT Project Manager Position	91,237
• Establishment of Climate Action Fund	470,000

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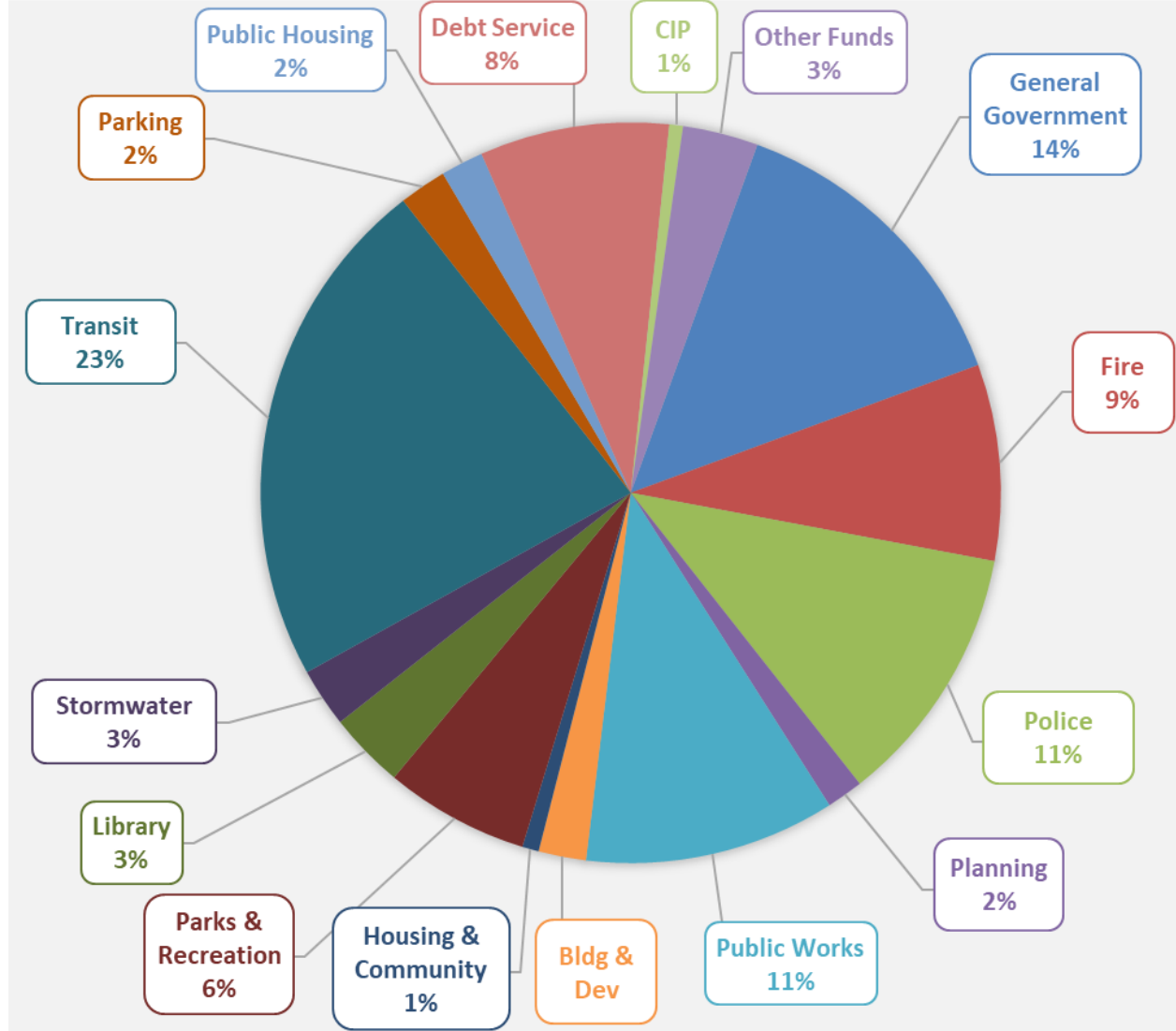
# Final Budget Totals

Fund	FY 2022 Appropriations	Less Transfers	FY 2022 Net Appropriations
General Fund	\$ 71,020,000	\$ 2,302,945	\$ 68,717,055
Transit Fund	26,300,046	-	26,300,046
Stormwater Fund	3,009,500	-	3,009,500
Parking Funds	3,335,988	916,832	2,419,156
Housing Fund	2,176,756	-	2,176,756
Debt Service Fund	9,664,932	-	9,664,932
Capital Projects Fund	697,241	-	697,241
Other Funds	3,893,220	45,000	3,848,220
<b>Total</b>	<b>\$ 120,097,683</b>	<b>\$ 3,264,777</b>	<b>\$ 116,832,906</b>

DRAFT



# Total FY 2022 Budget Allocation



DRAFT

# FY 2022 Funding Initiatives

• Climate Action Plan	470,000
• Human Services Program	100,000
• Community Safety Task Force	100,000
• New Positions	444,000
• Pay Study Implementation	400,000
• Position Savings	(1,000,000)

DRAFT

# FY 2022 Funding Restoration

• Ephesus Fordham TIF Transfer	445,100
• Building Maintenance	350,000
• Vehicle Replacement	345,000
• Pay-Go Capital	250,000
• Street Resurfacing	200,000

DRAFT

# 5-Year Budget Strategy & Next Steps

Strategy to ramp up the Town's investments in:

- Environmental Resiliency
- Infrastructure
- Maintenance
- Vehicles
- Human Capital
- Affordable Housing & Human Services
- Social Equity
- Transportation

Return to Council in the fall for an in-depth discussion of the 5-year budget strategy

DRAFT

# FY 2021-22 Budget Adoption

## **Recommendation**

Enact Ordinance establishing the Town budget for the fiscal year beginning July 1, 2021.

DRAFT



# TOWN OF CHAPEL HILL

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

## Item Overview

Item #: 12., File #: [21-0528], Version: 1

Meeting Date: 6/9/2021

### Open a Public Hearing to Consider Closing an Unimproved and Unpaved Portion of Mitchell Lane Public Right-of-Way.

#### Staff:

Lance Norris, Director  
Chris Roberts, Manager of Engineering and Infrastructure

#### Department:

Public Works

**Overview:** The owner of 502 Gomains Avenue has requested that an unimproved and unpaved portion of Mitchell Lane public right-of-way (ROW) be closed. This ROW is approximately 10 feet wide and 90 feet long. It is located at the north side of Mitchell Lane's intersection with Gomains Avenue. The house located at 502 Gomains Avenue sits partially within the ROW.

The public ROW continues 60 feet north of the portion of ROW requested to be closed, so it would be isolated by the requested closure; therefore, Town staff recommend closing this additional 60 feet of public ROW as part of this request.

This process followed the two requirements of North Carolina General Statute Sec. 160A-299:

- Council adopted a resolution declaring its intent to close the public right-of-way and to call a public hearing.
- All publication and posting requirements of this statute have been met.



#### Recommendation(s):

That the Council open a Public Hearing to consider closing an unimproved and unpaved portion of Mitchell Lane public right-of-way. Under the recently enacted legislation authorizing public hearings at remote meetings, public comment may continue to be submitted into the hearing record for 24 hours after the June 9<sup>th</sup> public hearing. On June 23<sup>rd</sup>, the Council may take action on the requested closure.

**Fiscal Impact/Resources:** Impacts to future investments are unknown.

#### Key Issues:

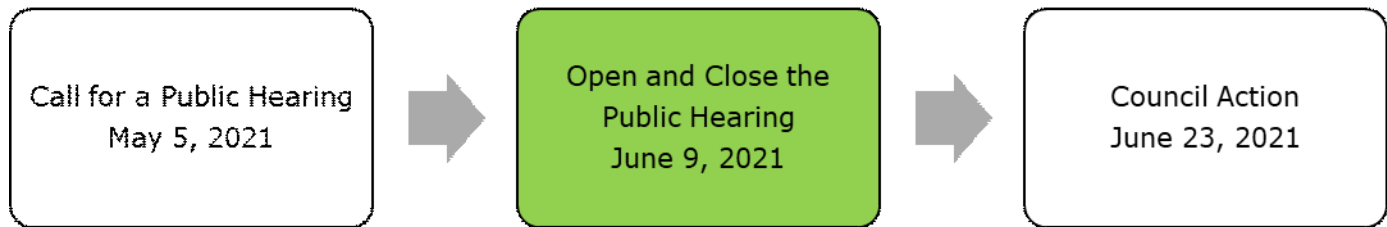
- The Town owns the property adjacent to the east of 502 Gomains Avenue and the subject ROW. As there is no use for this ROW, staff recommends giving this portion of the ROW to the owner of 502 Gomains Avenue.
- The Town-owned property northeast of 502 Gomains Avenue and adjacent to the subject ROW will be re-combined with the Town-owned property adjacent to 502 Gomains Avenue.
- Town staff confirmed with the property owner of 502 Edwards Drive that they are interested in receiving up to half of the ROW adjacent to the Town property northeast of 502 Gomains Avenue.

#### Where is this item in its process?

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**Item #: 12., File #: [21-0528], Version: 1****Meeting Date: 6/9/2021**

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**Attachments:**

- Draft Resolution
- Draft Staff Presentation
- Closure Request Email from Adam Zinn
- Exhibit of Requested Closure
- NC Statute 160A-299

**DRAFT RESOLUTION****A RESOLUTION TO APPROVE A REQUEST TO CLOSE AN UNIMPROVED AND UNPAVED PORTION OF MITCHELL LANE PUBLIC RIGHT-OF-WAY (2021-XX-XX/R-\*)**

WHEREAS, the Town of Chapel Hill has received a request from Mr. Adam Zinn, the property owner of 502 Gomains Avenue, to close an unimproved and unpaved portion of Mitchell Lane public right-of-way (ROW); and

WHEREAS, there is no use to the Town for the subject portion of the Mitchell Lane public right-of-way; and

WHEREAS, The Town-owned property northeast of 502 Gomains Avenue and adjacent to the subject ROW will be re-combined with the Town-owned property adjacent to 502 Gomains Avenue; and

WHEREAS, the property owner of 502 Edwards Drive (to the north of 502 Gomains Avenue) is interested in receiving up to half of the subject ROW per NCGS Sec. 160A-299; and

WHEREAS, the Council finds, upon review of the facts and of information received at the Public Hearing on June 9, 2021 that closing an unused and unimproved portion of the Mitchell Lane public right-of-way would not be contrary to the public interest and that no individual owning property in the vicinity of the proposed closures would be deprived of reasonable means of ingress and egress to his or her property by the closing of said right-of-way.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby approves the closure of an unimproved and unpaved portion of Mitchell Lane public right-of-way as described in the "Closure Request email from Adam Zinn with Exhibit of Requested Mitchell Lane Right-of-Way Closure".

This the XX day of XXX, 2021.

---

**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: Chris Roberts, Manager of Engineering and Infrastructure

- a. Introduction and preliminary recommendation
- b. Comments from the public
- c. Comments and questions from the Mayor and Town Council
- d. Motion to close the Public Hearing 24-hours after discussing this item to allow additional comments in the record per recent legislation
- e. Consider adopting the resolution to approve the right-of-way closure at the June 23, 2021 meeting.

RECOMMENDATION: That the Council open a Public Hearing to consider the closure of an unused and unimproved portion of Mitchell Lane public right-of-way. On June 23<sup>rd</sup>, the Council may take action on the requested closure.





# **Public Hearing<sup>129</sup> for the Partial Right-Of-Way Closure – Mitchell Lane**

**Date: June 9, 2021**

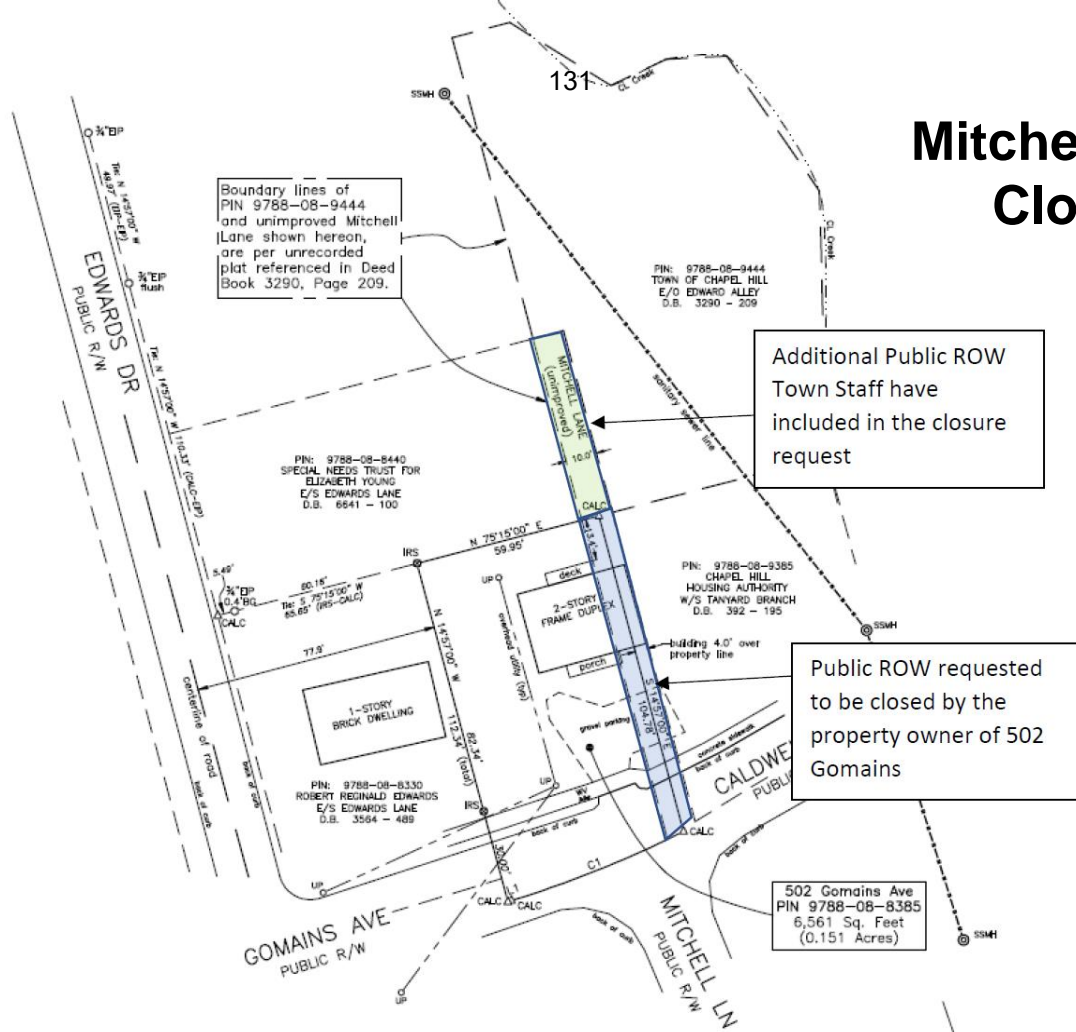
DRAFT

# Staff Recommendation

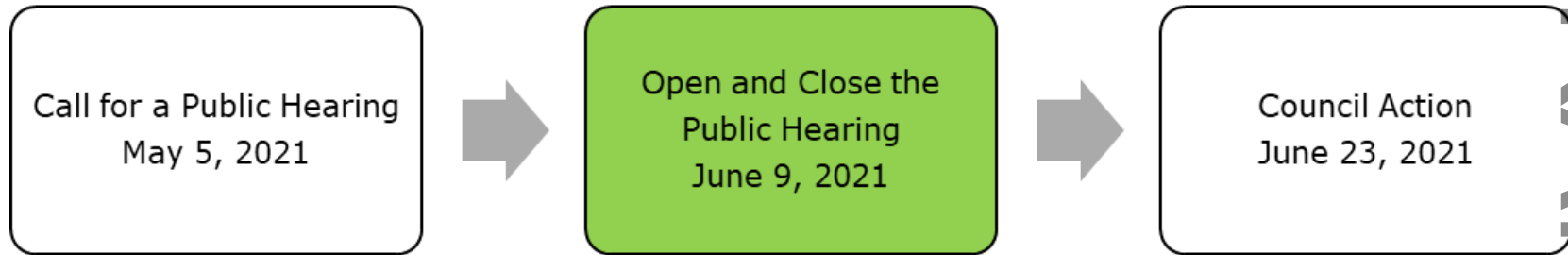
- That the Council open a Public Hearing to consider closing an unused and unimproved portion of the Mitchell Lane public right-of-way.
- Under the recently enacted legislation authorizing public hearings at remote meetings, public comment may continue to be submitted into the hearing record for 24 hours after the June 9<sup>th</sup> public hearing. On June 23<sup>rd</sup>, the Council may take action on the requested closure.
  - Public Comments should be sent to [mayorandcouncil@townofchapelhill.org](mailto:mayorandcouncil@townofchapelhill.org)
- On June 23<sup>rd</sup>, the Council may adopt the draft resolution to close the subject right-of-way.

DRAFT

# Mitchell Lane ROW Closure Map



# Where is this in the process?



DRAFT

# Key Issues

- The Town owns the property adjacent to the east of 502 Gomains Avenue and the subject ROW. As there is no use for this ROW, staff recommends giving this portion of the ROW to the owner of 502 Gomains Avenue.
- The Town-owned property northeast of 502 Gomains Avenue and adjacent to the subject ROW will be re-combined with the Town-owned property adjacent to 502 Gomains Avenue.
- Town staff confirmed with the property owner of 502 Edwards Drive that they are interested in receiving up to half of the ROW adjacent to the Town property northeast of 502 Gomains Avenue.

DRAFT

# Staff Recommendation

- That the Council open a Public Hearing to consider closing an unused and unimproved portion of the Mitchell Lane public right-of-way.
- Under the recently enacted legislation authorizing public hearings at remote meetings, public comment may continue to be submitted into the hearing record for 24 hours after the June 9<sup>th</sup> public hearing. On June 23<sup>rd</sup>, the Council may take action on the requested closure.
  - Public Comments should be sent to [mayorandcouncil@townofchapelhill.org](mailto:mayorandcouncil@townofchapelhill.org)
- On June 23<sup>rd</sup>, the Council may adopt the draft resolution to close the subject right-of-way.

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**From:** adam@zinncompanies.com  
**Sent:** Monday, March 8, 2021 5:46 PM  
**To:** Chris Roberts; steve@freeholdlandsurveys.com  
**Cc:** Judy Johnson  
**Subject:** FW: J25738-2021-02-05\_prelim plat (003) jj edits.pdf  
**Attachments:** J25738-2021-02-05\_prelim plat (003) jj edits.pdf; 160A-299.pdf

**External email: Don't click links or attachments from unknown senders. To check or report forward to [reportspam@townofchapelhill.org](mailto:reportspam@townofchapelhill.org)**

Hi Chris – we are requesting that the section of Mitchell Lane be abandoned. See plat.

Steve – see the note from Judy Johnson below and the mark up on the plat regarding recombining the CH properties. Also, please extend the eastern 502 Gomains lot line so that the house fits on the lot (removing the abandoned lot line). And finally, CH wants to tidy up the ROW lot line (for 502 Gomains) on Gomains/Caldwell so that it is a foot behind the sidewalk.

Please let me know if you have questions.

Thanks.

Adam Zinn  
301 Montclair Way  
Chapel Hill, NC 27516  
(919) 422-6477  
adam@zinncompanies.com

---

**From:** Judy Johnson <jjohnson@townofchapelhill.org>  
**Sent:** Monday, March 8, 2021 5:27 PM  
**To:** adam@zinncompanies.com  
**Cc:** Chris Roberts <croberts@townofchapelhill.org>  
**Subject:** J25738-2021-02-05\_prelim plat (003) jj edits.pdf

Adam

Sorry I'm late!

I've highlighted the attached plat showing how the Town would propose the change to the property lines. I've also attached the state law which outlines the legal requirements for abandoning right-of-way. Please send an email to Chris Roberts (copied on this email) requesting that the section of Mitchell Lane be abandoned.

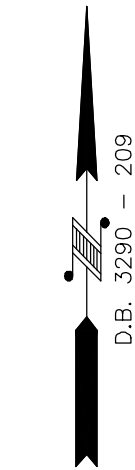
Judy

Notes

- 1) This survey was performed without the benefit of a title report. This survey is subject to any facts and easements which may be disclosed by a full and accurate title search.
- 2) This property is not a flood hazard zone per FIRM panel 9788, Map Number 3710978800K, Panel Effective Date 11/17/2017.

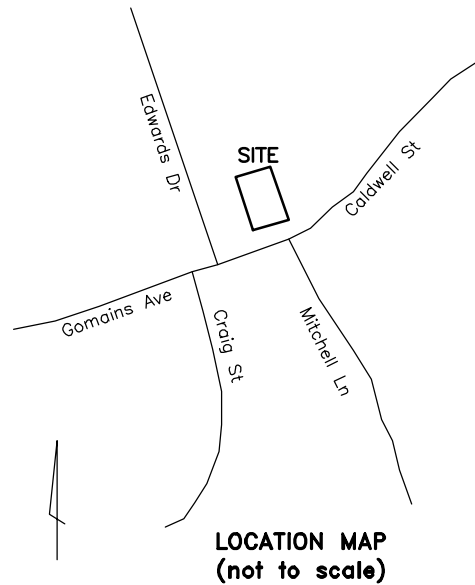
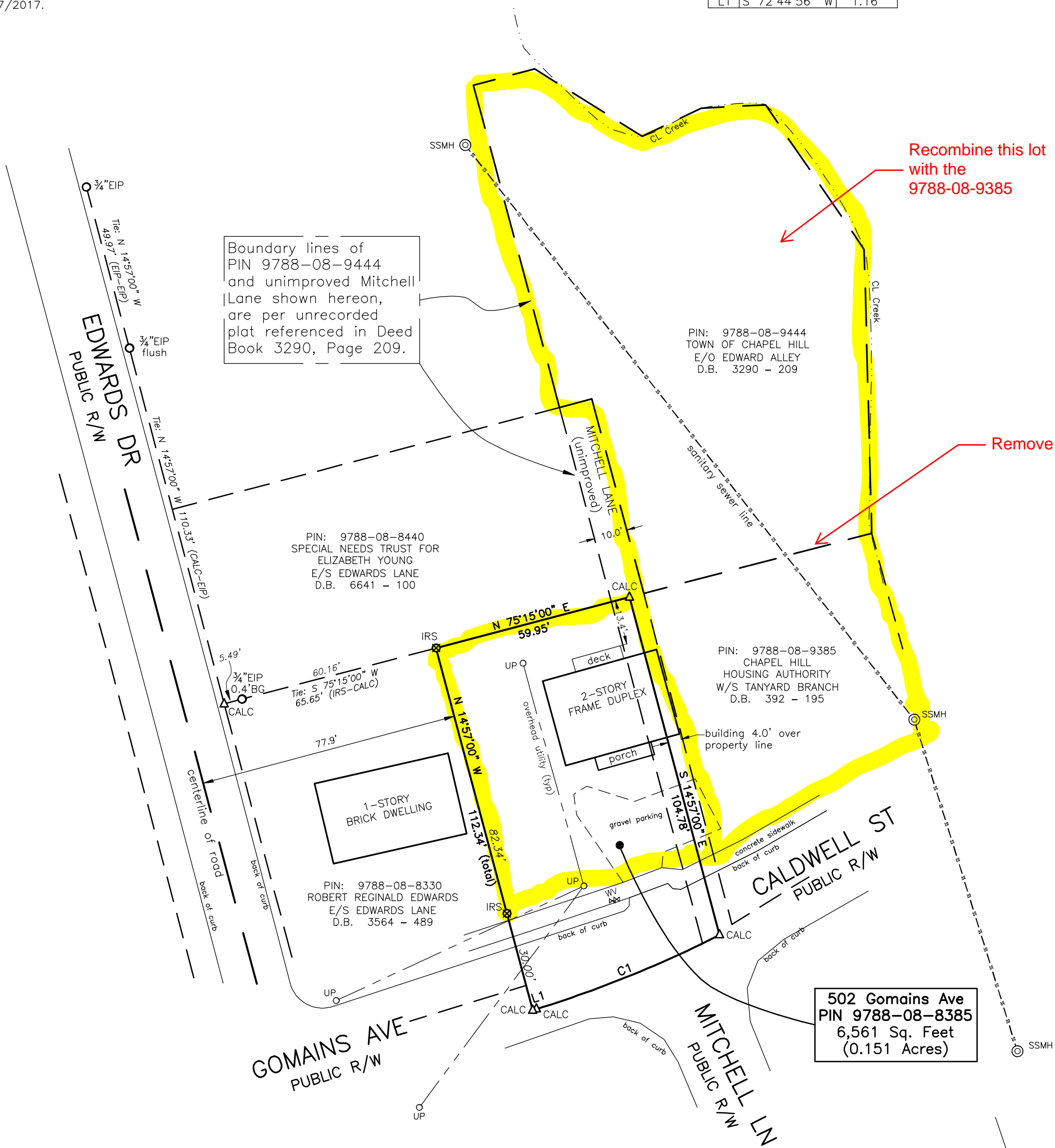
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	59.32'	350.32'	9°42'04"	S 67°58'11" W	59.24'

LINE	BEARING	DISTANCE
L1	S 72°44'56" W	1.16'



LEGEND

- EIP ○ EXISTING IRON PIPE  
EIR ○ EXISTING IRON ROD  
IRS ⊗ IRON ROD SET  
CALC △ CALCULATED POINT  
AG ▲ ABOVE GRADE  
BG ▼ BELOW GRADE  
UP ○ UTILITY POLE  
SSMH ⊙ SANITARY SEWER MANHOLE  
WV ⊞ WATER VALVE



I CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6685, PAGE 2211); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM SOURCES NOTED HEREON; THAT THE RATIO OF PRECISION IS 1:10,000 OR BETTER; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

I FURTHER CERTIFY:

A. THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND;

B. THAT THE SURVEY IS LOCATED IN A PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND;

C. ANY ONE OF THE FOLLOWING:

1. THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET;

2. THAT THE SURVEY IS OF AN EXISTING FEATURE, SUCH AS A BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE, SUCH AS A WATERCOURSE;

3. THAT THE SURVEY IS A CONTROL SURVEY; OR;

4. THAT THE SURVEY IS OF A PROPOSED EASEMENT FOR A PUBLIC UTILITY AS DEFINED IN G.S. 62-3.

D. THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION;

E. THAT THE INFORMATION AVAILABLE TO THE SURVEYOR IS SUCH THAT THE SURVEYOR IS UNABLE TO MAKE A DETERMINATION TO THE BEST OF THE SURVEYOR'S PROFESSIONAL ABILITY AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER, AND SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

STEPHEN M. HALLSTROM PROFESSIONAL LAND SURVEYOR L-5083

PRELIMINARY PLAT – NOT FOR RECORDATION, CONVEYANCES OR SALES

PROPERTY OF  
**JEFFREY TATE**

PROPERTY ADDRESS: 502 GOMAINS AVENUE

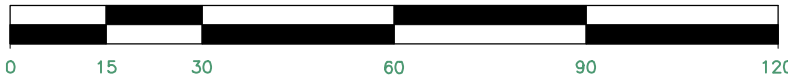
PIN REFERENCE: 9788-08-8385  
DEED REFERENCE: 6685 - 2211

OWNER'S ADDRESS

JEFFREY TATE  
104 APPLE STREET  
CHAPEL HILL, NC 27514

CHAPEL HILL TOWNSHIP  
ORANGE COUNTY  
NORTH CAROLINA

SCALE: 1" = 30' SURVEY DATE: FEBRUARY 3, 2021





**§ 160A-299. Procedure for permanently closing streets and alleys.**

(a) When a city proposes to permanently close any street or public alley, the council shall first adopt a resolution declaring its intent to close the street or alley and calling a public hearing on the question. The resolution shall be published once a week for four successive weeks prior to the hearing, a copy thereof shall be sent by registered or certified mail to all owners of property adjoining the street or alley as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along the street or alley. If the street or alley is under the authority and control of the Department of Transportation, a copy of the resolution shall be mailed to the Department of Transportation. At the hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual. If it appears to the satisfaction of the council after the hearing that closing the street or alley is not contrary to the public interest, and that no individual owning property in the vicinity of the street or alley or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property, the council may adopt an order closing the street or alley. A certified copy of the order (or judgment of the court) shall be filed in the office of the register of deeds of the county in which the street, or any portion thereof, is located.

(b) Any person aggrieved by the closing of any street or alley including the Department of Transportation if the street or alley is under its authority and control, may appeal the council's order to the General Court of Justice within 30 days after its adoption. In appeals of streets closed under this section, all facts and issues shall be heard and decided by a judge sitting without a jury. In addition to determining whether procedural requirements were complied with, the court shall determine whether, on the record as presented to the city council, the council's decision to close the street was in accordance with the statutory standards of subsection (a) of this section and any other applicable requirements of local law or ordinance.

No cause of action or defense founded upon the invalidity of any proceedings taken in closing any street or alley may be asserted, nor shall the validity of the order be open to question in any court upon any ground whatever, except in an action or proceeding begun within 30 days after the order is adopted. The failure to send notice by registered or certified mail shall not invalidate any ordinance adopted prior to January 1, 1989.

(c) Upon the closing of a street or alley in accordance with this section, subject to the provisions of subsection (f) of this section, all right, title, and interest in the right-of-way shall be conclusively presumed to be vested in those persons owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley.

The provisions of this subsection regarding division of right-of-way in street or alley closings may be altered as to a particular street or alley closing by the assent of all property owners taking title to a closed street or alley by the filing of a plat which shows the street or alley closing and the portion of the closed street or alley to be taken by each such owner. The plat shall be signed by each property owner who, under this section, has an ownership right in the closed street or alley.

(d) This section shall apply to any street or public alley within a city or its extraterritorial jurisdiction that has been irrevocably dedicated to the public, without regard to whether it has actually been opened. This section also applies to unopened streets or public alleys that are shown on plats but that have not been accepted or maintained by the city, provided that this section shall not abrogate the rights of a dedicator, or those claiming under a dedicator, pursuant to G.S. 136-96.

(e) No street or alley under the control of the Department of Transportation may be closed unless the Department of Transportation consents thereto.

(f) A city may reserve a right, title, and interest in any improvements or easements within a street closed pursuant to this section. An easement under this subsection shall include utility, drainage, pedestrian, landscaping, conservation, or other easements considered by the city to be in the public interest. The reservation of an easement under this subsection shall be stated in the order of closing. The reservation also extends to utility improvements or easements owned by private utilities which at the time of the street closing have a utility agreement or franchise with the city.

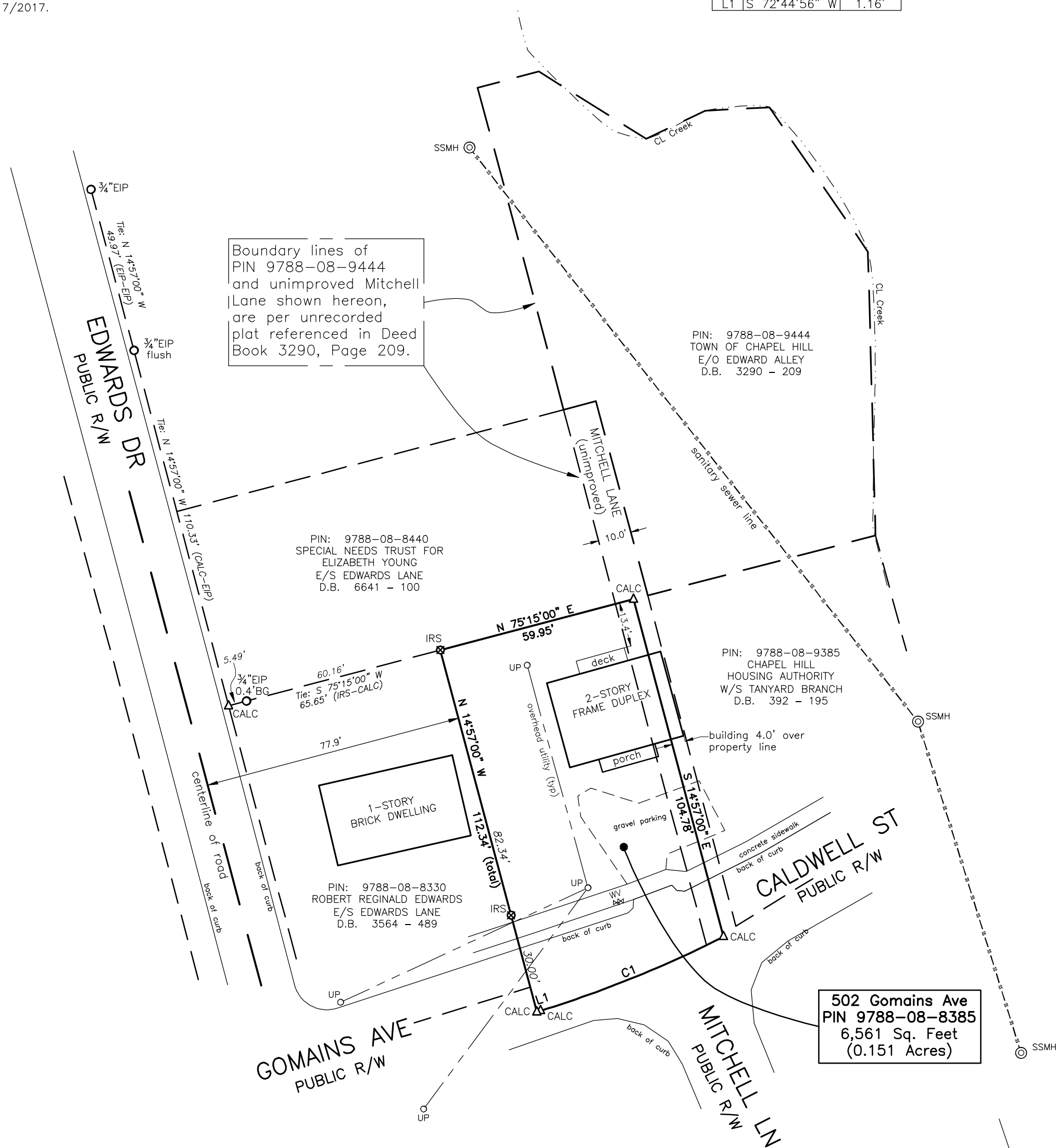
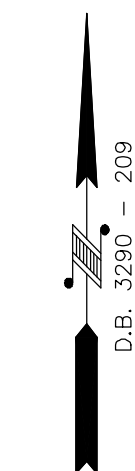
(g) The city may retain utility easements, both public and private, in cases of streets withdrawn under G.S. 136-96. To retain such easements, the city council shall, after public hearing, approve a "declaration of retention of utility easements" specifically describing such easements. Notice by certified or registered mail shall be provided to the party withdrawing the street from dedication under G.S. 136-96 at least five days prior to the hearing. The declaration must be passed prior to filing of any plat or map or declaration of withdrawal with the register of deeds. Any property owner filing such plats, maps, or declarations shall include the city declaration with the declaration of withdrawal and shall show the utilities retained on any map or plat showing the withdrawal. (1971, c. 698, s. 1; 1973, c. 426, s. 47; c. 507, s. 5; 1977, c. 464, s. 34, 1981, c. 401; c. 402, ss. 1, 2; 1989, c. 254; 1993, c. 149, s. 1; 2015-103, s. 1.)

## Notes

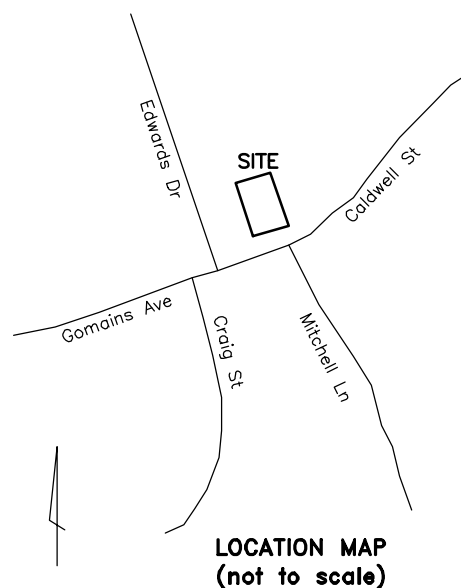
- 1) This survey was performed without the benefit of a title report. This survey is subject to any facts and easements which may be disclosed by a full and accurate title search.
- 2) This property is not a flood hazard zone per FIRM panel 9788, Map Number 3710978800K, Panel Effective Date 11/17/2017.

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	59.32'	350.32'	9°42'04"	S 67°58'11" W	59.24'

LINE	BEARING	DISTANCE
L1	S 72°44'56" W	1.16'



502 Gomains Ave  
PIN 9788-08-8385  
6,561 Sq. Feet  
(0.151 Acres)



LOCATION MAP  
(not to scale)

## LEGEND

- EIP ○ EXISTING IRON PIPE  
EIR ○ EXISTING IRON ROD  
IRS ⊗ IRON ROD SET  
CALC △ CALCULATED POINT  
AG ▲ ABOVE GRADE  
BG ▼ BELOW GRADE  
UP ○ UTILITY POLE  
SSMH ⊙ SANITARY SEWER MANHOLE  
WV ⊕ WATER VALVE

I CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6685, PAGE 2211); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM SOURCES NOTED HEREON; THAT THE RATIO OF PRECISION IS 1:10,000 OR BETTER; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

## I FURTHER CERTIFY:

- A. THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND;  
B. THAT THE SURVEY IS LOCATED IN A PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND;  
C. ANY ONE OF THE FOLLOWING:  
1. THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET;  
2. THAT THE SURVEY IS OF AN EXISTING FEATURE, SUCH AS A BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE, SUCH AS A WATERCOURSE;  
3. THAT THE SURVEY IS A CONTROL SURVEY; OR;  
4. THAT THE SURVEY IS OF A PROPOSED EASEMENT FOR A PUBLIC UTILITY AS DEFINED IN G.S. 62-3.  
D. THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION;  
E. THAT THE INFORMATION AVAILABLE TO THE SURVEYOR IS SUCH THAT THE SURVEYOR IS UNABLE TO MAKE A DETERMINATION TO THE BEST OF THE SURVEYOR'S PROFESSIONAL ABILITY AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER, AND SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

STEPHEN M. HALLSTROM PROFESSIONAL LAND SURVEYOR L-5083

PRELIMINARY PLAT – NOT FOR  
RECORDATION, CONVEYANCES  
OR SALES

PROPERTY OF  
**JEFFREY TATE**

PROPERTY ADDRESS: 502 GOMAINS AVENUE

PIN REFERENCE: 9788-08-8385  
DEED REFERENCE: 6685 - 2211

## OWNER'S ADDRESS

JEFFREY TATE  
104 APPLE STREET  
CHAPEL HILL, NC 27514

CHAPEL HILL TOWNSHIP  
ORANGE COUNTY  
NORTH CAROLINA

SCALE: 1" = 30' SURVEY DATE: FEBRUARY 3, 2021



**§ 160A-299. Procedure for permanently closing streets and alleys.**

(a) When a city proposes to permanently close any street or public alley, the council shall first adopt a resolution declaring its intent to close the street or alley and calling a public hearing on the question. The resolution shall be published once a week for four successive weeks prior to the hearing, a copy thereof shall be sent by registered or certified mail to all owners of property adjoining the street or alley as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along the street or alley. If the street or alley is under the authority and control of the Department of Transportation, a copy of the resolution shall be mailed to the Department of Transportation. At the hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual. If it appears to the satisfaction of the council after the hearing that closing the street or alley is not contrary to the public interest, and that no individual owning property in the vicinity of the street or alley or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property, the council may adopt an order closing the street or alley. A certified copy of the order (or judgment of the court) shall be filed in the office of the register of deeds of the county in which the street, or any portion thereof, is located.

(b) Any person aggrieved by the closing of any street or alley including the Department of Transportation if the street or alley is under its authority and control, may appeal the council's order to the General Court of Justice within 30 days after its adoption. In appeals of streets closed under this section, all facts and issues shall be heard and decided by a judge sitting without a jury. In addition to determining whether procedural requirements were complied with, the court shall determine whether, on the record as presented to the city council, the council's decision to close the street was in accordance with the statutory standards of subsection (a) of this section and any other applicable requirements of local law or ordinance.

No cause of action or defense founded upon the invalidity of any proceedings taken in closing any street or alley may be asserted, nor shall the validity of the order be open to question in any court upon any ground whatever, except in an action or proceeding begun within 30 days after the order is adopted. The failure to send notice by registered or certified mail shall not invalidate any ordinance adopted prior to January 1, 1989.

(c) Upon the closing of a street or alley in accordance with this section, subject to the provisions of subsection (f) of this section, all right, title, and interest in the right-of-way shall be conclusively presumed to be vested in those persons owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley.

The provisions of this subsection regarding division of right-of-way in street or alley closings may be altered as to a particular street or alley closing by the assent of all property owners taking title to a closed street or alley by the filing of a plat which shows the street or alley closing and the portion of the closed street or alley to be taken by each such owner. The plat shall be signed by each property owner who, under this section, has an ownership right in the closed street or alley.

(d) This section shall apply to any street or public alley within a city or its extraterritorial jurisdiction that has been irrevocably dedicated to the public, without regard to whether it has actually been opened. This section also applies to unopened streets or public alleys that are shown on plats but that have not been accepted or maintained by the city, provided that this section shall not abrogate the rights of a dedicator, or those claiming under a dedicator, pursuant to G.S. 136-96.

(e) No street or alley under the control of the Department of Transportation may be closed unless the Department of Transportation consents thereto.

(f) A city may reserve a right, title, and interest in any improvements or easements within a street closed pursuant to this section. An easement under this subsection shall include utility, drainage, pedestrian, landscaping, conservation, or other easements considered by the city to be in the public interest. The reservation of an easement under this subsection shall be stated in the order of closing. The reservation also extends to utility improvements or easements owned by private utilities which at the time of the street closing have a utility agreement or franchise with the city.

(g) The city may retain utility easements, both public and private, in cases of streets withdrawn under G.S. 136-96. To retain such easements, the city council shall, after public hearing, approve a "declaration of retention of utility easements" specifically describing such easements. Notice by certified or registered mail shall be provided to the party withdrawing the street from dedication under G.S. 136-96 at least five days prior to the hearing. The declaration must be passed prior to filing of any plat or map or declaration of withdrawal with the register of deeds. Any property owner filing such plats, maps, or declarations shall include the city declaration with the declaration of withdrawal and shall show the utilities retained on any map or plat showing the withdrawal. (1971, c. 698, s. 1; 1973, c. 426, s. 47; c. 507, s. 5; 1977, c. 464, s. 34, 1981, c. 401; c. 402, ss. 1, 2; 1989, c. 254; 1993, c. 149, s. 1; 2015-103, s. 1.)



# TOWN OF CHAPEL HILL

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

## Item Overview

Item #: 13., File #: [21-0529], Version: 1

Meeting Date: 6/9/2021

### Open a Legislative Hearing to Consider Incorporating the Climate Action and Response Plan as a Component of the Town's Comprehensive Plan.

#### Staff:

Maurice Jones, Town Manager  
Mary Jane Nirdlinger, Deputy Town Manager  
John Richardson, Community Resilience Officer

#### Department:

Manager's Office

**Overview:** On April 7, 2021, the Town Council adopted the [Climate Action and Response Plan](https://www.sustainchapelhill.org/featured/2020/2/18/climate-action-and-response-plan) <<https://www.sustainchapelhill.org/featured/2020/2/18/climate-action-and-response-plan>> and asked staff to return with the option to consider adding the plan as a component of the Town's [Comprehensive Plan](https://www.townofchapelhill.org/government/departments-services/chapel-hill-2020) <<https://www.townofchapelhill.org/government/departments-services/chapel-hill-2020>> (*Chapel Hill 2020*). Taking this action would be consistent with Council decisions to incorporate other Town plans into the Comprehensive Plan - specifically those for parks, greenways, mobility, stormwater, cultural arts and most recently, future land use. Adoption of the Climate Action and Response Plan as part of *Chapel Hill 2020* is necessary to use the plan as the basis for voluntary conditions in proposed conditional zoning districts.

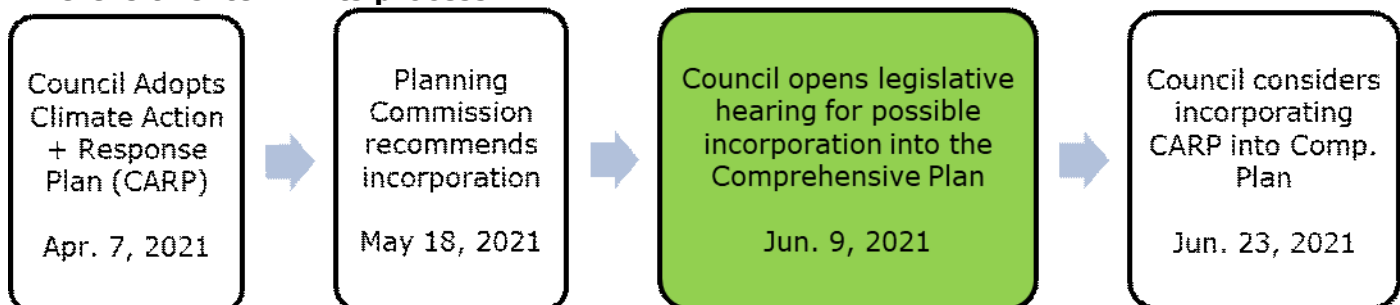


#### Recommendation(s):

That the Council open the legislative hearing to update the Town's Comprehensive Plan by adding the Climate Action and Response Plan, receive public comment, close the legislative hearing, and allow written public comment for twenty-four (24) hours following the closing of the legislative hearing.

**Fiscal Impact/Resources:** There are no fiscal impacts associated with this item.

#### Where is this item in its process?



#### Attachments:

- Draft Staff Presentation
- Staff Report

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**Item #: 13., File #: [21-0529], Version: 1****Meeting Date: 6/9/2021**

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: John Richardson, Community Resilience Officer

RECOMMENDATION: That the Council open the legislative hearing to update the Town's Comprehensive Plan by adding the Climate Action and Response Plan, receive public comment, close the legislative hearing, and allow written public comment for twenty-four (24) hours following the closing of the legislative hearing. The Council would take action on this at its June 23, 2021 meeting.



# **Public Hearing to Consider Incorporating the Climate Action Plan into Town's Comprehensive Plan**

June 9, 2021





# Recommendation

(1) Open the public hearing to receive public comment, (2) close the public hearing, and (3) allow written public comment for 24 hours following the closing of the public hearing.



# What would incorporation mean?

Recognizing the Climate Action and Response Plan (a policy document) as part of the Town's local land use goals, policies, and programs as they relate to new Chapter 160D of the North Carolina General Statutes

DRAFT

# Why do this?<sup>147</sup>

If added to the Comprehensive Plan, the Climate Action and Response Plan could be used as the basis for site-specific conditions in a conditional zoning district

DRAFT

# Condition <sup>148</sup> Example

EV Charging:

*The project will include EV charging stations for 3% of all parking spaces and will size and install electrical capacity and conduit for at least 20% of all parking spaces.*

DRAFT

# Related Climate Goals<sup>149</sup>

- 50% GHG reduction by 2030
- Net-zero by 2050

DRAFT



**ACTION**

## Create a Town-wide Electric Vehicle (EV) Charging Station Network

Limited charging infrastructure can be a barrier to widespread adoption of electric vehicles (EV). Expanding charging infrastructure helps to support the purchase of and transition to EVs by making the technology easier to use and more reliable, which results in lower transportation emissions. Expanded EV charging infrastructure also supports the conversion of private and commercial fleets to electric vehicles.

### Vision + Target

Create a Town-wide network of workplace and residential EV charging stations that helps to convert 50% of all community internal combustion engine vehicles to EVs by 2030 and 100% by 2050. Target investments and partnerships that deliver at least 629 public level 2, 99 public level 3 (fast charge), and 761 private level 2 charging stations by 2050.



DRAFT

# Looking Forward

151

Planning Commission  
Recommends  
Incorporation into  
Comprehensive Plan  
(May 18)

Council Makes  
Final Decision  
(June 23)

Council Holds  
Public Hearing  
(June 9)

DRAFT

# Recommendation

(1) Open the public hearing to receive public comment, (2) close the public hearing, and (3) allow written public comment for 24 hours following the closing of the public hearing.





# Staff Report

*This report was developed by staff from the Manager's Office on June 3, 2021.*

This report provides details about the process and what it would mean for the Council to officially include the Climate Action and Response Plan (a policy document) as a component within the Town's Comprehensive Plan (*Chapel Hill 2020*).

1. Purpose
2. Process
3. Examples of Development Conditions

## 1. Purpose

The main reasons for the Council to officially incorporate the Climate Action and Response Plan into the Town's Comprehensive Plan are to:

- Recognize the Climate Action and Response Plan as part of the Town's local land use goals, policies, and programs as it relates to new Chapter 160D of the North Carolina General Statutes, which combines existing city- and county-enabling statutes for development regulations into a single chapter; and
- Use the Climate Action and Response Plan as the basis for site-specific conditions in a conditional zoning district.\*

\* Under 160D, conditions and site-specific standards imposed in a conditional zoning district are limited to those that address conformance of the proposed development to Town ordinances and the officially adopted comprehensive plan as well as impacts reasonably expected to be generated by the proposed development. Therefore, adoption of the Climate Action and Response Plan as part of *Chapel Hill 2020* is necessary to use the plan as the basis for voluntary conditions in proposed conditional zoning districts.

## 2. Process

Pursuant to 160D -703 (b), in order for the Council to officially incorporate the Climate Action and Response Plan into the Town's Comprehensive Plan, the following steps must be taken:

1. The Planning Commission must provide a recommendation to Council
2. The Town must publish a notice of the public hearing in a newspaper of general circulation for two consecutive weeks prior to the hearing
3. The Council must open and hold a public hearing
4. The Council must allow up to 24 hours after the virtual public hearing for any additional public comments.

The schedule for the process described above is as follows:

May 16                  June 9 Hearing Notice runs in the Herald Sun ✓

May 18	Planning Commission generates a recommendation ✓
May 23	June 9 Hearing Notice runs in the Herald Sun ✓
June 9	Council Legislative Hearing
June 23	Council Business Meeting (possible action)

### *Updates*

On May 18<sup>th</sup>, the Planning Commission voted unanimously to recommend that the Council incorporate the Climate Action and Response Plan into the Town's Comprehensive Plan. At their regular business meeting on May 20<sup>th</sup>, the Environmental Stewardship Advisory Board (ESAB) also unanimously provided the same recommendation to Council.

## **3. Examples of Development Conditions**

As noted above, adding the Climate Action and Response as a component of the Town's Comprehensive Plan would allow the Town to cite climate-related goals, targets, and strategies as the basis for possible voluntary conditions, agreed to by developers, as part of the Town Council's approval of Conditional Zoning Districts under the development review process.

Examples\* of possible development conditions include:

- EV charging

The project will include EV charging stations for 3% of all parking spaces and will size and install electrical capacity and conduit for at least 20% of all parking spaces.

- Bus Rapid Transit (BRT)

The project will provide 20% of the cost to construct a solar-powered bus station and related site features in accordance with all Transit and Community Arts and Culture design specifications as part of the Town's North-South Bus Rapid Transit project

- Green building

The project will design all buildings to achieve net-zero carbon emissions. The applicant will provide pre- and post-construction energy models, sealed by an energy engineer, that demonstrate the expected performance for each building, including any on- or off-site renewable energy systems or renewable energy purchases that will be used to achieve net-zero carbon emissions.

\*Each example above is also somewhat dependent on project size, site conditions, and service impacts.



# TOWN OF CHAPEL HILL

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

## Item Overview

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**Item #: 15., File #: [21-0531], Version: 1**

**Meeting Date: 6/9/2021**

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**Consider an Application for Special Use Permit Modification for University Place, 201 S. Estes Drive.**

See the Staff Report on the next page.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

**PRESENTER:** Judy Johnson, Assistant Planning Director

- a. Without objection, the revised report and any other materials submitted at the hearing for consideration by the Council will be entered into the record
- b. Introduction and revised recommendation
- c. Presentation of evidence by the applicant
- d. Recommendations by advisory boards and commissions
- e. Presentation of evidence by the public
- f. Applicant's statement regarding proposed conditions
- g. Comments and questions from the Mayor and Town Council
- h. Motion to close the Evidentiary Hearing
- i. Motion to adopt Revised Resolution A

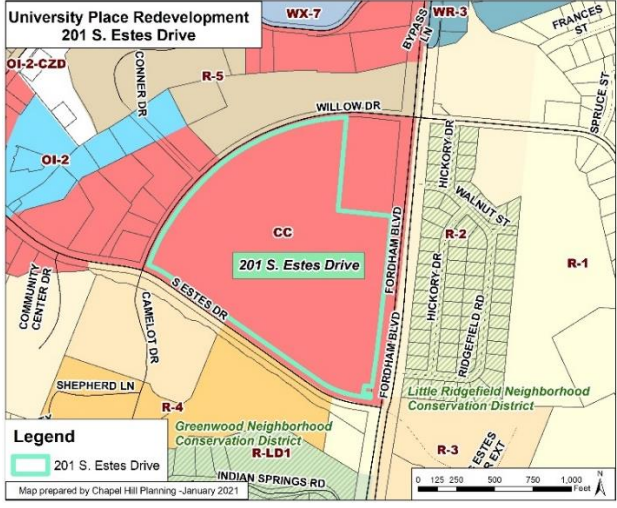
**RECOMMENDATION:** That the Council 1) continue the public hearing, 2) receive evidence, 3) close the evidentiary hearing, and 4) adopt Revised Resolution A.



# **CONSIDER AN APPLICATION FOR SPECIAL USE PERMIT MODIFICATION FOR UNIVERSITY PLACE, 201 S. ESTES DRIVE (PROJECT # 19-130)**

## **SUMMARY REPORT**

TOWN OF CHAPEL HILL PLANNING  
Colleen Willger, Director  
Judy Johnson, Assistant Director

<p><b>PROPERTY ADDRESS</b> 201 S. Estes Drive</p>	<p><b>MEETING DATE</b> June 9, 2021</p>	<p><b>APPLICANT</b> Jessie Hardesty, McAdams, on behalf of RRPV University Chapel Hill Limited Partnership</p>
<p><b>TOWN MANAGER'S RECOMMENDATION</b></p> <p>After reviewing and discussing key issues with Town staff and based on evidence in the record to date, I believe that the Council could make the findings required to approve the requested Special Use Permit Modification.</p>		
<p><b>UPDATES SINCE THE MAY 19, 2021 HEARING</b></p> <p>At the May 19 hearing, several key discussion items included: multi-family conversion rights, Fordham Boulevard multi-use path, solar installations, transit considerations, and affordable housing.</p>		
<p><b>PROCESS</b></p> <p>The application is a Special Use Permit Modification. The Council must consider the <b>four findings of fact</b> for approval of a Special Use Permit, which indicate that the use or development:</p> <ol style="list-style-type: none"> <li>1. is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;</li> <li>2. would comply with all required regulations and standards of the Land Use Management Ordinance;</li> <li>3. is located, designed, and proposed to be operated so as to maintain or enhance the value of contiguous property, or that the use or development is a public necessity; and</li> <li>4. conforms to the general plans for the physical development of the Town as embodied in the Land Use Management Ordinance and in the Comprehensive Plan.</li> </ol>	<p><b>DECISION POINTS</b></p> <p>The applicant requests modifications of regulations to the following categories:</p> <ul style="list-style-type: none"> <li>• setbacks,</li> <li>• buffers,</li> <li>• tree canopy coverage,</li> <li>• building height,</li> <li>• impervious surface coverage,</li> <li>• parking standards,</li> <li>• signage, and</li> <li>• Resource Conservation District.</li> </ul> <p>Design Standards have been proposed to shape and refine the block style development plan.</p> <p>This approval would supersede the previous Special Use Permit Modification granted in 2000.</p>	
<p><b>PROJECT OVERVIEW</b></p> <p>The Special Use Permit Modification defines uses and building area within a block plan, including accompanying Design Standards that will guide the development standards. No exact building layout is proposed at this time. The applicant has proposed limited uses as compared to what is allowed by the Community Commercial (CC) zoning designation.</p> <ul style="list-style-type: none"> <li>• Floor area: up to 810,914 sq. ft.</li> <li>• Gross Land area: 43.4 acres</li> <li>• Existing zoning: Community Commercial (CC)</li> <li>• Permitted Uses are outlined in the Design Standards and include residential uses, office uses, hotel, commercial, and wireless communication facilities.</li> <li>• The Transportation Impact Study conveys impacts related to each phase of the project build-out</li> </ul>	<p><b>PROJECT LOCATION</b></p> 	
<p><b>ATTACHMENTS</b></p>	<ol style="list-style-type: none"> <li>1. Technical Report and Project Fact Sheet</li> <li>2. Draft Staff Presentation</li> <li>3. Revised Resolution A (Approving the Application)</li> <li>4. Resolution B (Denying the Application)</li> <li>5. Advisory Board Recommendations</li> </ol>	

- |  |   |
|--|---|
|  | <ol style="list-style-type: none"><li>6. Town's Urban Designer Review Summary November 13, 2020</li><li>7. Application Letter dated 06.04.2021</li><li>8. Application Materials</li><li>9. Block Plan</li><li>10. Design Standards</li><li>11. Traffic Impact Study – Executive Summary</li></ol> |
|--|---|



# TECHNICAL REPORT

## KEY CONSIDERATIONS

**Updates since the May 19, 2021 Hearing:** At the hearing, Council members raised several topics for additional consideration including:

- Multi-family conversion rights,
- Fordham Boulevard multi-use path,
- Solar installation,
- Transit considerations, and
- Affordable housing

**Multi-family conversion rights:** The following condition has been added to Revised Resolution A to include a proposed change to the conversion rate. The proposed change is increasing the conversion rate to 1 residential unit per 800 sq. ft. of commercial area (an increase from 1 residential unit per 1,000 sq. ft. of commercial area). The conversion rates for the additional multi-family units shall only be available if the project includes at least 375,000 sq. ft. of commercial floor area and if the additional multi-family units are to be vertically integrated with ground floor commercial space. The condition will also limit the total dwelling units to 500 units.

Multi-family conversion rights: Pods A and C are limited to a maximum of 300 dwelling units. If the project limits entitled by this permit exceeds 375,000 sq. ft. of commercial floor area, the developer may apply a conversion rate of 1 dwelling unit per 800 sq. ft. of commercial floor area. If the developer chooses to use the conversion rights for additional multi-family dwelling units, the buildings will be vertically integrated buildings with ground floor commercial space. The number of dwelling units in Pod A or C shall not exceed 500 dwelling units.

**Fordham Boulevard Multi-Use Path:** The following condition has been added to Revised Resolution A:

Fordham Boulevard Multi-Use Path: The developer shall construct a multi-use path along the Fordham Boulevard frontage from Estes Drive to Willow Drive, including along the Binkley Baptist Church property.

**Solar Installation:** The following condition has been added to Revised Resolution A:

Solar Installation: The developer shall install sufficient solar voltaic panels to power all common areas within Pod A.

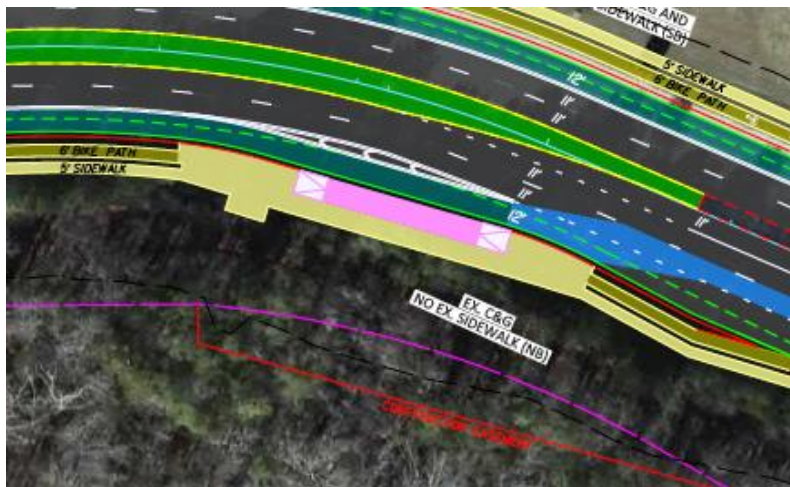
**Transit:** Following conditional recommendations from the Chapel Hill Transportation and Connectivity Advisory Board (TCAB), Chapel Hill Transit staff has reviewed the recommendation for additional bus stop(s) within the proposed development.

Based on the plans for the proposed redevelopment, staff recommends maintaining the existing stop, shelter and amenities. While staff appreciate the interests expressed by the recommendation, staff do not feel that additional stops are viable due to safety and other concerns:

- Current onsite stop provides a protected waiting area and is positioned to provide access to/from the main building on the site and to the Harris Teeter store.
- Adding stops on the Harris Teeter side of the property would require buses to circle the property before serving the main stop. This would be frustrating to customers on the bus and those waiting for the bus and would not be operationally efficient. This would also increase the opportunity for negative interactions between buses-pedestrians and buses-vehicles, while trying to maneuver around a challenging site. It would also require the area traveled to be built to Town standards and the developer to hold Chapel Hill Transit harmless from wear and tear from bus trips and turning movements. Additionally, using the entrance off of Willow near Harris Teeter is not an option for buses due to its design.
- The site is also served by the Senior Shuttle, that provided direct access to Harris Teeter and EZ Rider, that provides direct access for customers with mobility challenges.

Staff would recommend that applicant continue to work with staff to develop drop off/pickup zones or areas for the Senior Shuttle and EZ Rider vehicles and that you include wayfinding signage to help customers locate these and the main bus stop.

Chapel Hill Transit also has longer range plans for a future Bus Rapid Transit (BRT) project along Fordham Boulevard. Staff would recommend reserving space/ROW for a BRT station and pull-off along the property frontage on Fordham Boulevard between the current exit on Fordham and the Estes intersection. Estimated design space for these stations are 12'x80' with the ADA ramps extending 15' on each side of the station (depending on topography). An example of the station dimensions is below.



**Affordable Housing:** The developer has provided two options for the Council's consideration for affordable housing. The options are:

- 15 percent of the market rate units as affordable units for residents with incomes at 80 percent of the Area Median Income (AMI)
- or

- 10 percent of the market rate units as affordable units for residents with incomes at 65 percent of AMI.

The rental term under either option would be for a minimum of thirty (30) years. The occupancy of the affordable units would be concurrent with the market unit occupancy. An Affordable Housing Performance Agreement would be a condition of a Zoning Compliance Permit.

## ADVISORY BOARD RECOMMENDATIONS

**Planning Commission:** At their [April 6, 2021 meeting](#)<sup>1</sup>, the Planning Commission recommended approval with the following modifications to Resolution A:

- Decrease the allowed impervious surface area to meet current ordinance standard of 70% maximum impervious surface ratio.

*Staff Response:* The applicant is proposing to reduce the amount of impervious surface on the parcel from 78 percent impervious to 75 percent impervious, a reduction of approximately 55,000 square feet. The Land Use Management Ordinance (LUMO) limits impervious surface to 70 percent and the applicant has requested a modification to regulations for the amount of impervious surface.

*Applicant Response:* LUMO ordinance is intended for greenfield development and is not well suited for redevelopment projects. Actual impervious area requirements for this site are to not increase over existing as controlled by the stormwater regulations. For other redevelopment projects, including the Station at East 54 (Town's fire station) and others, the Town has allowed the existing impervious to be grandfathered and the development to build 70% impervious on the remaining area resulting in projects that were well over 70%. University Place is proposing reducing the impervious area on site by approximately 55,000 SF or 1.2 acres.

- Increase the amount of required tree canopy coverage to meet the current required ordinance standard of 30% minimum tree canopy coverage.

*Staff Response:* The applicant is proposing a modification to regulations to reduce the 30 percent tree canopy standard to 20 percent. The LUMO sets forth public purposes standards for a reduction in tree canopy:

- a. Goals of Comprehensive Plan
- b. LEED or "green" building and low impact development
- c. Affordable housing
- d. Stormwater management
- e. Community character of adjoining property, or established managed landscapes, or established streetscapes

Staff understands that the development was constructed prior to the standards of the current LUMO and believes that the Council could find that the modifying the standard is reasonable.

*Applicant Response:* It is worth noting that the current tree canopy is 13%. Therefore, an increase to 20% is an addition of approximately 250 trees.

<sup>1</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=829635&GUID=69079523-A7C3-4357-99C6-973E680DEA22&Options=&Search=>



- Further reduce parking totals and reduce required minimum parking on-site.

*Staff Response:* The applicant has requested flexibility on the number of parking spaces based on the uses that will be present. The applicant has requested to modify the minimum and maximum parking requirements for several uses including 2- bedroom dwelling units, all commercial uses, and all office uses. Additionally, the applicant is requesting a 30 percent reduction in parking for parking areas to be shared by multiple users.

- Greatly increase the amount of bicycle parking on-site.

*Staff Response:* We would encourage the applicant to consider adding additional bicycle parking spaces as the need is determined. We have included the following stipulation in Revised Resolution A:

Bicycle Parking Monitoring: That the developer annually monitor the available bicycle parking spaces as part of the annual Transportation Management Plan. If additional bicycle parking spaces are necessary, the developer shall install the racks in locations subject to review and approval by the Town Manager.

- Provide unbundled parking options, granting tenants the option of paying for parking spaces or not.

*Staff Response:* If the developer concurs, the following stipulation to Revised Resolution A could be added:

Residential Parking: That as part of the individual lease arrangements with tenants, the unit parking spaces shall be unbundled from the dwelling units.

This stipulation has not been added to Revised Resolution A.

*Applicant Response:* This creates a challenging situation given the mixed-use nature of this project and therefore we cannot agree to this request. Because there are surface parking lots adjacent to the proposed apartments, it will result in multifamily residents electing not to pay for parking and then parking their vehicles in the retail surface parking areas to avoid paying, thereby reducing available parking for retail uses.

- Engage with the Chapel Hill Farmers Market to provide permanent and shared-use infrastructure that suits their long-term needs.

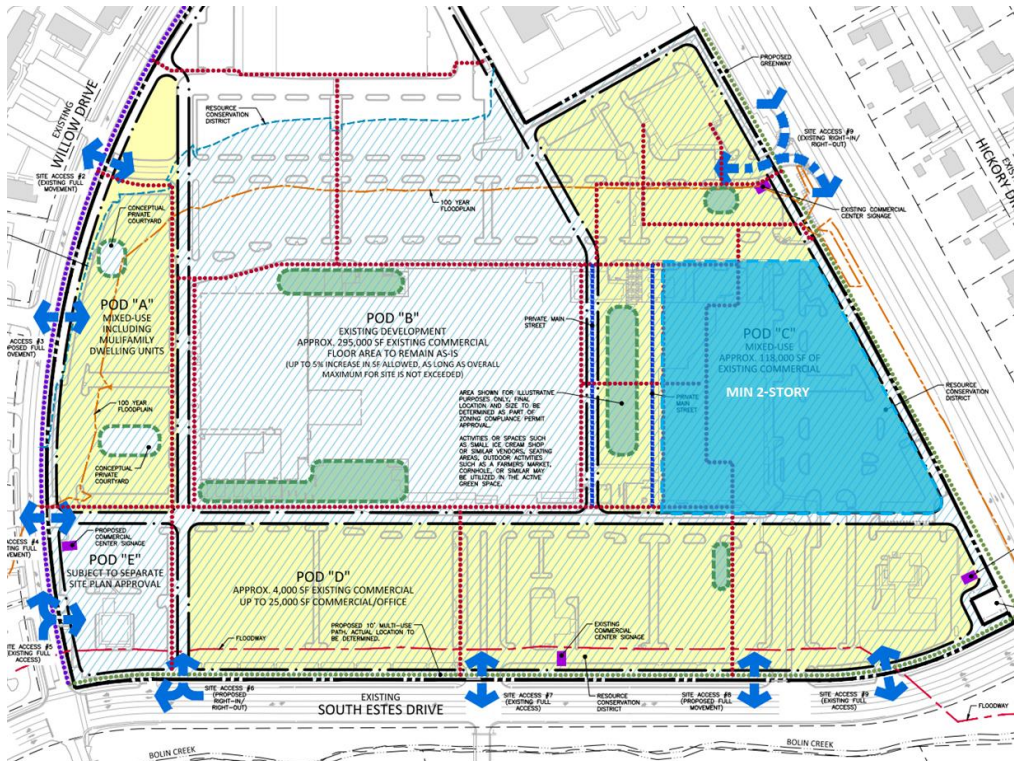
*Staff Response:* We understand the developer is working with the Farmers Market to develop a permanent location on the site.

- New constructed stand-alone buildings shall be more than one story in height.

*Staff Response:* The following stipulation has been added to Revised Resolution A:

Building Heights: Any new stand-alone building, to be constructed in Pod C, shall be constructed at a minimum height of two-story building.

*Applicant Response:* We have proposed requiring two story buildings only within the specified area of Pod C. This was the area where the board was requesting 2-story. Please see the diagram below indicating Pod C.



- Reduce the number of proposed signs and sign size along Fordham Boulevard.

**Staff Response:** The applicant has requested a modification to regulations to increase the number as well as the size of signs. The Council has the ability to make a finding that in this particular case that the public purposes are satisfied to an equivalent or greater degree, the Council may make specific modifications to regulations in the particular case. We have modified the condition in Revised Resolution A based on the applicant's response.

**Applicant Response:** We are willing to remove the Gateway sign from the requested modifications.

**Transportation and Connectivity Advisory Board:** At the [March 23, 2021 meeting](#)<sup>2</sup>, the Transportation and Connectivity Advisory Board recommended approval with the following modifications to Resolution A:

- That the developer coordinate with Chapel Hill Transit to explore additional bus stop(s) within the development

**Staff Response:** We have added the following stipulation to Revised Resolution A:

**Chapel Hill Transit:** Prior to issuance of a Zoning Compliance Permit, the developer shall coordinate with Chapel Hill Transit to explore additional bus stop(s) within the development.

<sup>2</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=829632&GUID=D46F6713-4D34-4611-9CB0-10706B952834&Options=&Search=>

*Applicant Response:* We have met with Chapel Hill Transit, who did not recommend an additional stop or relocation of the existing stop at this time. A future stop would be likely on Fordham with planned BRT.

- Developer meets with community bicycle advocacy groups to determine ideal bicycle parking locations

*Staff Response:* We have added the following stipulation to Revised Resolution A:

Bicycle Parking: Prior to issuance of each Zoning Compliance Permit for building construction, the developer shall meet the local community bicycle advocacy groups and Town staff to determine ideal bicycle parking locations.

*Applicant Response:* We would ask that this be revised to be a ZCP for any proposed buildings as we would not want bicycle parking requirement if just infrastructure work.

- Developer install additional traffic calming treatments on the interior roadway network.

*Staff Response:* We have added the following stipulation to Revised Resolution A:

Traffic Calming: That prior to a Zoning Compliance Permit, the developer review the interior roadway network with Town staff, including emergency responders, to determine traffic calming treatments.

- Developer coordinate with Town staff to consider pedestrian, bicycle, and non-motorized routes within the development to prioritize safety, directness, and experience for all ages and abilities.

*Staff Response:* We have added the following stipulation to Revised Resolution A:

Pedestrian and Bicycle Safety: That prior to a Zoning Compliance Permit, the developer coordinate with Town staff to consider pedestrian and bicycle routes for safety and accessibility.

**Environmental Stewardship Advisory Board:** At the [March 30, 2021 meeting](https://chapelhill.legistar.com/MeetingDetail.aspx?ID=853077&GUID=929FC572-0F65-4A58-A4C0-66B39C2A3C60&Options=&Search=)<sup>3</sup>, the Environmental Stewardship Advisory Board recommended approval with the following modifications to Resolution A:

- Present more detail about energy consumption, types of energy used, rainwater and stormwater

*Staff Response:* We have revised the following stipulation to Revised Resolution A to include additional information:

74. Energy Management Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall submit an Energy Management Plan (EMP) for Town approval. The plan shall include additional information regarding energy consumption, types of energy used, rainwater and stormwater. The plan shall: a) consider utilizing sustainable energy, currently defined as solar, wind, geothermal, biofuels, hydroelectric power; b) consider purchase of carbon offset credits and green power

<sup>3</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=853077&GUID=929FC572-0F65-4A58-A4C0-66B39C2A3C60&Options=&Search=>

production through coordination with the NC GreenPower program; c) provide for 20 percent more efficiency that also ensures indoor air quality and adequate access to natural lighting, and allows for the proposed utilization of sustainable energy in the project; and (d) if requested, provide for the property owner to report to the Town of Chapel Hill the actual energy performance of the plan, as implemented, during the period ending one year after occupancy. [Town Policy April 2007]

- Meet with the Stormwater Management Utility Advisory Board

*Staff Response:* The applicant has met with the Stormwater Management Utility Advisory Board at their April 27 meeting. The SMUAB recommendations are included in the Advisory Board recommendations.

- Utilize solar energy to reduce greenhouse gas emissions

*Staff Response:* We have added the following stipulation to Revised Resolution A:

Solar Readiness: That the developer consider installing solar conduit below the roof of the buildings to serve photovoltaic solar panels of dimensions adequate to service each individual building.

Due to heat and environmental health concerns, plant only natural vegetation and if an artificial turf is used, avoid crumb rubber base.

*Staff Response:* We have added the following stipulation to Revised Resolution A:

Artificial Turf Alternatives: If artificial turf is installed, that the developer avoid use of crumb rubber based turf. Prior to issuance of a Zoning Compliance Permit including artificial turf installation, the plans include specifications for alternate artificial turf materials.

- Support the increase in tree canopy and encourage a higher percentage than the proposed 20%, which is below the 30% standard.

*Staff Response:* The applicant is proposing a modification to regulations to reduce the 30 percent tree canopy standard to 20 percent. The LUMO sets forth public purposes standards for a reduction in tree canopy:

- Goals of Comprehensive Plan
- LEED or "green" building and low impact development
- Affordable housing
- Stormwater management
- Community character of adjoining property, or established managed landscapes, or established streetscapes

Staff understands that the development was constructed prior to the standards of the current LUMO and believes that the Council could find that the modifying the standard is reasonable.

- Upon termination of leases, explore opportunities for additional green spaces

*Staff Response:* Please see the applicant's response below.

*Applicant Response:* Due to the confidentiality clauses in each of the existing tenant leases, we are unable to disclose the specific protected areas for each tenant, making it extremely difficult to craft a stipulation around this request. However, the design guidelines include language stating that any modifications to parking areas require these areas to be brought

further into compliance, thereby increasing landscape islands, trees and green space over time.

- Support the decrease in impervious surface and encourage a lower percentage than the proposed 75%, which is above the 70% standard

*Staff Response:* The applicant is proposing to reduce the amount of impervious surface on the parcel from 78 percent impervious to 75 percent impervious, a reduction of approximately 55,000 square feet. The Land Use Management Ordinance (LUMO) limits impervious surface to 70 percent and the applicant has requested a modification to regulations for the amount of impervious surface.

Applicant Response: See comments above.

- Place reflective surfaces on roofs before installing solar

*Staff Response:* We encourage the applicant to consider installation of reflective surfaces on rooftops if photovoltaic solar panels are installed.

- Install rooftop rainwater capture for irrigation and non-potable water use and to reduce stormwater impacts

*Staff Response:* We encourage the applicant to install cistern-type devices to capture rainwater for irrigation and non-potable water uses throughout the site. We encourage the applicant to develop their final plans with accommodations for these types of uses.

- Build structured parking to reduce impervious surface and increase area for tree plantings

*Staff Response:* The applicant has proposed structured parking in some areas of the development. If the applicant proposes additional structured parking, it would be necessary to obtain additional entitlements.

- Install stormwater retention tanks to moderate runoff

*Applicant Response:* The property is 39-acres of a 7,500 acre drainage basin. Retention of stormwater would have no impact on the flooding experienced in this location. Underground tanks cannot practically be installed and outlet into Bolin Creek due to the level of groundwater and the flows in the creek that would backflow into an underground device. Retention tanks above ground would impact the flood storage volume.

- Suggest that Council ask for additional details about the multi-family units

*Staff Response:* We believe the Council has requested additional details about the multi-family dwelling units.

*Applicant Response:* The ~250 units proposed in Pod A include an average unit size of approx. 775 SF and include a mix of studios, 1BR & 2BR units.

**Housing Advisory Board:** At the [March 9, 2021 meeting](#)<sup>4</sup>, the Housing Advisory Board recommended approval of the project.

**Community Design Commission:** The application was discussed at the [March 23, 2021](#)<sup>5</sup> and [April 27, 2021](#)<sup>6</sup> meetings. The Community Design Commission recommended approval of the project.

**Stormwater Management Utility Advisory Board:** The application was discussed at the [April 27, 2021 meeting](#)<sup>7</sup>. The Stormwater Management Utility Advisory Board recommended approval with the following modifications to Resolution A:

- The Board does not support the modification to the impervious surface ratio (75%). The Board supports the reduction in the impervious ratio to 70%.

*Staff Response:* The applicant is proposing to reduce the amount of impervious surface on the parcel from 78 percent impervious to 75 percent impervious, a reduction of approximately 55,000 square feet. The Land Use Management Ordinance (LUMO) limits impervious surface to 70 percent and the applicant has requested a modification to regulations for the amount of impervious surface.

- If the 70% impervious area ratio can not be met, then the use of green roof or rainwater harvesting should be included to account for the difference

*Applicant Response:* We agree to the use of alternative measures where practical as currently proposed and supported by the Stormwater Mgt. Utility Advisory Board. However, the applicant cannot commit to a 70% requirement.

- Future phases should incorporate additional measures to further meet the 70% impervious area ratio requirement.

*Applicant Response:* Future development will continue to reduce the impervious area on-site and provide additional measures to reduce the stormwater impact of the site. However, the applicant cannot commit to a 70% requirement.

- There should be no loss of effective flood storage on this site, which is in addition to meeting the no-rise in the Base Flood Elevation requirement.

*Applicant Response:* Agree that there will be no net reduction in flood storage volume.

- The Board supports the use of pervious pavement and the approximately 30,000 sf of additional impervious area that is proposed to be treated in the enlarged and improved bioretention basins.

<sup>4</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=829628&GUID=87C0A97D-10A6-4174-A887-3144DEC15784&Options=&Search=>

<sup>5</sup> <https://chapelhill.legistar.com/MeetingDetail.aspx?ID=829633&GUID=9B4EBCC1-4FFE-43F5-A0A0-EA7F41A0C183&Options=&Search=>

<sup>6</sup> <https://chapelhill.legistar.com/DepartmentDetail.aspx?ID=35897&GUID=60D7535E-8FD2-4C4F-B065-903F28578771&Search=>

<sup>7</sup> <https://www.townofchapelhill.org/home/showpublisheddocument/48787/637546157362500000>

*Staff Response:* The applicant has agreed to the use of alternative measures where practical.

## **PROJECT OVERVIEW**

The application proposes modifying the existing Special Use Permit on the site to accommodate a block-style plan with a mix of uses, ultimately configured and constructed based on the attached set of Design Standards proposed by the applicant. Currently existing on the 43.4-acre site is the University Place Mall. More details about the proposed development can be found in the applicant's narrative and statement of justification in the Application Materials.

Information about the site and proposed zoning districts can be found below, as well as a list of proposed Modifications to Regulations, other important considerations that staff has identified, and an analysis of the project's consistency with the Comprehensive Plan and relevant Findings of Fact.

## **SITE CONTEXT**

Staff has identified the following physical and regulatory characteristics of the land:

- The site consists of 43.4 acres of gross land area and is the site of the existing University Place Mall and other surrounding commercial establishments.
- The site fronts on and has access to S. Estes Drive, Fordham Boulevard, and Willow Drive. Both Fordham Boulevard and S. Estes Drive are maintained by the North Carolina Department of Transportation (NCDOT) and Willow Drive is maintained by the Town of Chapel Hill.
- The site is relatively flat with Resource Conservation District (RCD) determined by floodplain on the southern portion of the property.
- Willow Terrace Condominiums are to the north and are zoned Residential-5 (R-5).
- Little Ridgefield subdivision is to the east and is zoned Residential-2 (R-2).
- The properties to the south are zoned Residential-1 (R-1), Residential-3 (R-3), and Residential-4 (R-4), and consist of Brookwood Condominiums, Camelot Village, and vacant land.
- The properties to the west are zoned Community Commercial (CC) and consist of a variety of commercial establishments.

## **PROPOSED SPECIAL USE PERMIT MODIFICATION**

The applicant has submitted a Special Use Permit Modification application, for review of the development proposal, without the need for rezoning, and which allows site-specific standards to be formulated and applied as conditions through a quasi-judicial process. The application provides an opportunity to establish agreed-upon conditions that modify use, intensity, and development standards in order to address impacts reasonably expected to be generated by development. Conditions can also address conformance of the development with Town regulations and adopted plans.

The block style development plan provides a general overview of the built environment for the 43.4-acre site; thus the need for design standards, as proposed by the applicant.

The applicant has proposed modifications to permitted uses and dimensional standards for the zoning district, among other requested modifications, as summarized in the Proposed Modifications to Regulations section below.

## PROPOSED MODIFICATIONS TO REGULATIONS

### 1) Section 3.8.2 Dimensional Regulations:

**Setbacks:** The applicant requests the following proposed minimum setbacks for development in the Community Commercial (CC), zoning district:

YARD	REQUIRED SETBACK	PROPOSED SETBACK
Street Setback (Willow Drive)	22'	0-20' (build-to-zone (BTZ))
Street Setback (Fordham Blvd)	22'	0' min Max with parking: 77' Max
Interior Setback	8'	0'
Solar Setback	9'	0'

*Staff Comment:* The standard setback requirements would be replaced with build-to-zone requirements outlined in the attached proposed Design Standards. Build-to Zone is defined as the area on the lot where a certain percentage of the front building façade must be located, measured as a minimum and maximum setback range from the edge of the right-of-way.

**Building Height Maximums:** The applicant requests the following proposed modifications to maximum building height:

BUILDING HEIGHT	MAXIMUM	PROPOSED POD A AND C	PROPOSED POD D
Setback Height	34'	75' (5 stories)	34' (3 stories)
Core Height	60'	90' (7 stories)	45' (3 stories)

The application refers to the attached Design Standards (Section III. Design Criteria - Building Mass & Form) for details.

The application states the proposed modification would:

- allow increased maximum building heights to reduce the building footprints on the parcel while still creating a high-density, high-intensity, mixed-use center;
- allow for vertically mixed-use buildings that would create more interesting spaces and places while reducing building footprints to conserve the available land area; and
- give the development a sense of place and identity that would enhance the vibrancy and long-term viability of the project.

### **Section 3.8.2 Impervious Surface Ratio:**

Section 3.8.2 limits the maximum impervious surface ratio in the Community Commercial (CC) zoning district to 70 percent of the total lot area. The applicant is requesting a modification to increase the maximum impervious surface ratio to 75 percent.



The application states current impervious surface standards were not in place when University Place was constructed over 40 years ago. Currently approximately 78 percent of the site is covered with impervious surfaces. As part of the redevelopment of this parcel, the applicant is proposing to remove some of the existing impervious surfaces and replace them with open spaces, landscaping, or other permeable features. The application states reducing 3 percent of the existing impervious surface would result in over 52,000 square feet of land being converted to pervious surfaces while allowing the redevelopment of the proposed mixed-use center at the density and intensity envisioned by the Future Land Use Map.

## 2) Section 5.6.6 Schedule of Required Buffers

The applicant requests the following proposed modifications to perimeter:

LOCATION	REQUIRED BUFFER	PROPOSED BUFFER
East (Fordham Blvd.)	30' TYPE D	0' (NO BUFFER REQUIRED)
South (S. Estes Drive)	30' TYPE D	0' (NO BUFFER REQUIRED)
West (Willow Drive)	20' TYPE D	0' (NO BUFFER REQUIRED)
North (Binkley Baptist Church)	20' TYPE B	10' TYPE B

In place of buffers, the applicant proposes the following perimeter streetscape configurations:

### Willow Drive Streetscape:

- Sidewalk (minimum): 5 feet (existing sidewalk to remain)
- Planting strip (minimum): 3 feet
- Outdoor Amenity Space/Tree Planting Zone (minimum): 8 feet (preserve existing mature trees where possible)
- Tree Spacing (on center, average): 40 feet (space proposed trees around and between existing mature trees as needed)
- Bike Lane (minimum): 4.5 feet

### Fordham Boulevard Streetscape:

- Sidewalk (minimum): N/A (Multi-use path proposed as alternative to sidewalk)
- Multi-use Path: 10 feet (with 2 feet clear zone)
- Tree Planting Zone (minimum): 8 feet (preserve existing mature trees where possible)
- Tree Spacing (on center, average): 40 feet (space proposed trees around and between existing mature trees as needed)

### S. Estes Drive Streetscape:

- Sidewalk (minimum): N/A (Multi-use path proposed as alternative to sidewalk)
- Multi-use Path: 10 feet (with 2 feet clear zone)
- Tree Planting Zone (minimum): 8 feet (preserve existing mature trees where possible)
- Tree Spacing (on center, average): 40 feet (space proposed trees around and between existing mature trees as needed)

*Staff Comment:* Required buffers would impact the proposed Build-to-Zones and would separate uses from the adjoining streets.

## 3) Section 5.7.2 Tree Protection:

The applicant requests the following proposed modifications to the required tree canopy coverage:

TREE CANOPY COVERAGE		
PROPOSED USE	REQUIRED	PROPOSED
MULTIFAMILY	30%	20%
COMMERCIAL	30%	20%
OFFICE	30%	20%
MIXED-USE	40%	20%

The application states:

- The requested reduction would be a more reasonable tree canopy coverage requirement given the existing development on the parcel.
- LUMO tree canopy coverage requirements were not in place at the time of the original approval of University Place.
- Meeting existing tree canopy coverage during redevelopment of the parcel would be problematic when the applicant's intention is to increase the density and intensity of the development.
- The requested reduction would be the minimum necessary to create a substantial tree canopy cover without limiting the ability to redevelop the site.
- The scope of the proposed development would require impervious surfaces that would not be suitable for the planting of vegetation.

#### 4) Section 5.9.7 Minimum and Maximum Off-Street Parking Space Requirements

The applicant is requesting a proposed modification to allow for a 30 percent reduction in parking for parking areas that will be shared by multiple uses.

The application states a reduction in parking requirements would:

- reduce impervious surface while increasing the density of uses on the site;
- benefit the overall site design, intent of the site, and Town goals.

In addition, the application states improved bicycle and pedestrian connectivity through added sidewalks, multi-use paths, and bike lanes would allow for alternative modes of transportation to and from the site, benefiting both the environment and visitor experience.

In addition to shared parking for the project, the following modifications to parking requirements for specific uses are requested:

VEHICLE PARKING REQUIREMENTS	REQUIRED		PROPOSED	
	MIN.	MAX.	MIN.	MAX.
<b>RESIDENTIAL USES</b>				
2 bedrooms	1.4 per dwelling unit	1.75 per dwelling unit	1.25 per dwelling unit	1.75 per dwelling unit
Independent Senior Living Facility	0.5 per Senior unit	0.7 per Senior unit	0.5 per Senior unit	1 per Senior unit
<b>COMMERCIAL USES</b>				

All Commercial Uses, except:	LUMO standards vary by use type		1 per 300 sq. ft. of floor area	1 per 200 sq. ft. of floor area
Business, Convenience Restaurant	1 per 110 sq. ft. of floor area	1 per 75 sq. ft. of floor area	1 per 150 sq. ft. of floor area	1 per 75 sq. ft. of floor area
<b>OFFICE USES</b>				
All Office Uses	1 per 350 sq. ft. of floor area	1 per 250 sq. ft. of floor area	1 per 300 sq. ft. of floor area	1 per 200 sq. ft. of floor area

The applicant is requesting the following modification to bicycle parking requirements for specific uses:

BICYCLE PARKING REQUIREMENTS	REQUIRED		PROPOSED	
	MIN.	SHORT/LONG TERM	MIN.	SHORT/LONG TERM
<b>RESIDENTIAL USES</b>				
Residential	As per LUMO	As per LUMO	As per LUMO	As per LUMO
Independent Senior Living Facility	1 per 1 unit	As per LUMO	1 per 2 units	As per LUMO
<b>COMMERCIAL USES</b>				
All Commercial Uses	LUMO standards vary by use	As per LUMO	1 per 2,500 SF	As per LUMO
<b>OFFICE USES</b>				
All Office Uses	LUMO standards vary by use	80% / 20%	1 per 2,500 SF	50% / 50%

### 5) Section 5.14 Signs

The applicant is requesting modifications to commercial sign regulations to allow for a Gateway sign in addition to the permitted commercial center signs. Currently, the maximum number of commercial center signs per street frontage is one (1). This request would allow for one additional sign on Fordham Boulevard. The proposed modifications would apply only to the Gateway sign.

COMMERCIAL SIGN	REQUIRED	PROPOSED
Height	14'	24'
Width	10'	12'
Thickness	12"	24"
Sign Structure Plus Display Surface	144 SF	288 SF
Max # Per Street Frontage	1	2 (Fordham Blvd only)
Illumination	Permitted during business hours only	Permitted during business hours and non-business hours

The applicant also is requesting the following proposed modifications for outparcel ground signs regulations:

GROUND SIGN	REQUIRED	PROPOSED
Distance (From Other Commercial Ground Signs)	150'	100'
Max # Per Street Frontage	1	No max; must have minimum 100' spacing
Max # Per Lot	1	No max; must have minimum 100' spacing
Ground Signs Permitted On The Same Zoning Lot With A Projecting Sign	No, unless signs are located on different street frontages	Yes; must have minimum 100' spacing

The application states this request is in line with the current approved unified sign plan, which allows for five (5) ground signs for outparcels (K&W, Harris Teeter, Fuel, SunTrust, and former Wells Fargo bank) in addition to the three (3) commercial center signs. The application notes these changes will ultimately be incorporated into a revised unified signage package to be submitted and approved before any of the signage modifications are permitted to be constructed.

### **6) Section 3.6.3 Resource Conservation District (RCD)**

The applicant is requesting modification to application of the RCD ordinance to University Place to allow the expansion of University Place within the existing floodplain and RCD associated with proposed buildings, and other improvements.

The application states:

- The proposed buildings and site improvements will be required to meet the requirements of the FEMA regulations and the Town's Flood Damage Prevention Ordinance.
- These requirements include the modelling of the floodplain of Bolin Creek to show that the improvements have no impact to, and create no increase to, the existing floodplain elevation.
- The redevelopment of University Place will reduce the impervious area within the floodplain and RCD.
- The redevelopment will reduce nutrient run-off associated with impervious surfaces as well as the water quantity run-off from the site.

**Council Findings and Public Purpose:** The Council has the ability to modify the regulations according to Section 4.5.6 of the Land Use Management Ordinance. Staff believes that the Council could modify the regulations if it makes a finding in this particular case that public purposes are satisfied to an equivalent or greater degree. If the Council chooses to deny a request for modifications to regulations, the developer's alternative is to revise the proposal to comply with the regulations.

## **FINDINGS OF FACT**

No Special Use Permit Modification shall be recommended by the Town Manager or Planning Commission for approval and no Special Use Permit Modification shall be approved by the Town Council unless each of the following findings is made concerning the proposed Special Use or Planned Development:

**Finding #1:** That the use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;

**Finding #2:** That the use or development complies with all required regulations and standards of this chapter, including all applicable provisions of articles 3 and 5, the applicable specific standards contained in the supplemental use regulations (article 6), and with all other applicable regulations;

**Finding #3:** That the use or development is located, designed, and proposed to be operated so as to maintain or enhance the value of contiguous property, or that the use or development is a public necessity; and







**Finding #4:** That the use or development conforms with the general plans for the physical development of the town as embodied in this appendix and in the comprehensive plan.

Staff will provide an evaluation of this application based on the four findings. Further information may be presented for the Council's consideration as part of the public hearing process. All information submitted at the public hearing will be included in the record of the hearing.

## CONSISTENCY WITH THE COMPREHENSIVE PLAN AND OTHER DOCUMENTS

Town staff has reviewed this application for compliance with the themes from the [2020 Comprehensive Plan](#)<sup>8</sup>, the standards of the [Land Use Management Ordinance](#)<sup>9</sup>, and the [Town of Chapel Hill, NC : Design Manual and Standard Details](#)<sup>10</sup> and believes the University Place proposal complies with several themes of the 2020 Comprehensive Plan:

**Comprehensive Plan Themes:** The following are themes from the 2020 Comprehensive Plan, adopted June 25, 2012:

<input checked="" type="checkbox"/>		Create a Place for Everyone	<input checked="" type="checkbox"/>		Develop Good Places, New Spaces
<input checked="" type="checkbox"/>		Support Community Prosperity	<input checked="" type="checkbox"/>		Nurture Our Community
<input checked="" type="checkbox"/>		Facilitate Getting Around	<input type="checkbox"/>		Grow Town and Gown Collaboration

**Land Use Plan:** The [Future Land Use Map](#)<sup>11</sup>, a component of the 2020 Comprehensive Plan, designates this site for multifamily, shops and offices, and commercial/office and primary uses, with Multifamily residential as secondary.

University Place is an existing non-residential development constructed prior to the current Land Use Management Ordinance. University Place is envisioned as a mixed-use community with up to 600,000 square feet of non-residential uses, up to 300 residential dwelling units, and up to 150 hotel rooms. The redevelopment of University Place is in keeping with the goals of the Town of Chapel Hill Comprehensive Plan.

<sup>8</sup> <http://www.townofchapelhill.org/home/showdocument?id=15001>

<sup>9</sup> [https://www.municode.com/library/#!/nc/chapel\\_hill/codes/code\\_of\\_ordinances?nodeId=CO\\_APXALAUSMA](https://www.municode.com/library/#!/nc/chapel_hill/codes/code_of_ordinances?nodeId=CO_APXALAUSMA)

<sup>10</sup> <http://www.townofchapelhill.org/town-hall/departments-services/public-works/engineering/design-manual-and-standard-details>

<sup>11</sup> <https://online.flippingbook.com/view/26191/>

**A Place for Everyone:** The applicant states that “University Place is, and will continue to be, a part of the fabric of Chapel Hill. The redevelopment and increased square footage for non-residential uses will create even more places and spaces for residents and visitors.”

**Community Prosperity and Engagement:** University Place is an aging mall at a time when traditional malls all across the country are failing. The applicant states “the redevelopment of University Place will allow it to prosper into the future, which will ultimately contribute to the success and prosperity of Chapel Hill as a whole.”

**Getting Around:** The requested Special Use Permit Modification will enhance the ability of pedestrians, bikes, and vehicles to move around Chapel Hill. Greenways, walking trails, and sidewalks will be constructed as part of the redevelopment. Additionally, improvements to the transportation network will be constructed as required by the Traffic Impact Analysis.

**Good Place, New Spaces:** The requested Special Use Permit Modification allows for a new mixed-use center where an aging commercial mall is located. The redeveloped University Place will be a ‘good space’ and will include new open spaces in areas that will add interest throughout the site and allow residents and visitors to gather and enjoy the outdoors while staying on site.

**Nurturing Our Community:** University Place was constructed prior to modern environmental regulations intended to protect and preserve natural resources, which means that stormwater treatment and impervious surfaces do not meet the modern standards for environmental protection. As part of the redevelopment, impervious surfaces will be removed from the site to provide some increased level of environmental protection.

## Affordable Housing Evaluation

*(This section has not been updated with the most recent proposal – see above)*

The applicant has offered the following affordable housing program:

- If affordable dwelling units are designated as “for sale”, they shall be subject to the requirements of Section 3.10, Inclusionary Zoning, of the Land Use Management Ordinance (LUMO).
- If residential uses are constructed on site, a minimum of 15 percent of all residential units constructed must be designated as affordable dwelling units.
- All affordable dwelling units designated as “rental units” shall remain affordable for a period of 30 years from certificate of occupancy.
- The affordable dwelling units shall be available for households earning 80% or less of the area median income (AMI).
- If the required number of affordable dwelling units includes a fraction, the applicant shall have the option to round up and provide one additional affordable dwelling unit or provided the fraction amount in the form of a payment-in-lieu.
- If residential uses are constructed and designated as “senior housing/senior living” with minimum age requirements (typically 55+), the affordable dwelling unit requirements outlined above shall not apply so long as the units remain age restricted.
- Each rental unit designated as an affordable dwelling unit must meet the following minimum floor area:
  1. Studio/Efficiency – 500 SF\*
  2. 1 Bedroom – 700 SF\*

3. 2 Bedroom – 850 SF\*
4. 3 Bedroom – 1,100 SF\*
5. 4 Bedroom – 1,200 plus 250 SF per additional bedroom above 4\*

\*If unrestricted market rate units in a building are constructed at sized below those stated above, the minimum floor area for affordable units may be reduced to the size of such comparable unrestricted units in the building.

Although the Inclusionary Zoning Ordinance is only applicable to for sale dwellings, the Ordinance requires half of the units available to households earning 65 percent of the Area Median Income (AMI) and half to households earning 80 percent. Additionally, the Inclusionary Zoning Ordinance applies to all housing, not excluding age-restricted housing.

## Stormwater Evaluation

The University Place building, sidewalk, parking, and drive aisle with exception to the Harris Teeter and K&W buildings all lie in the floodplain and the Resource Conservation District (RCD) based on the North Carolina Flood Risk Information System (NCFRIS).

The developer proposes to reduce the existing impervious area on the site by 52,466 square feet, which will contribute to the improvement in water quality and stormwater runoff rate leaving the site. The impact of proposed buildings on the floodplain storage should be taken into consideration when designing the proposed improvements. The proposed development shall meet the requirements of Section 3.6.3 and 5.4 of the Land Use Management Ordinance.

The RCD boundary for the site is computed by adding 2 feet to the FEMA regulated base flood elevation and, in this case, the boundary of the RCD extends beyond 150 feet stream buffer. The area of the RCD beyond the 150 feet stream buffer boundary and within the RCD will be regulated as an Upland Zone in the RCD.

The proposed development in the floodplain shall meet the requirements of Chapter V, Article IV of the Town's Flood Damage Prevention Ordinance and FEMA regulation.

The Town's Flood Damage Prevention Ordinance requires proposed new non-residential construction in the floodplain to be elevated or floodproofed two (2) feet above the base flood elevation; however, due to the flooding situation in this area, instead of floodproofing the building, Town staff recommend elevating the building on piers and putting parking of vehicles under the building to minimize the loss of flood storage and diversion of flood waters onto nearby properties. To ensure a "No Adverse Impact of Flooding" on the neighboring properties, the development should ensure that it meets the No-Rise requirement of the Flood Damage Prevention Ordinance.

## Traffic Evaluation

The redevelopment of the current University Place site is expected to be constructed in three (3) phases. The phases and anticipated uses are identified as follows:

Category	Use	Existing	Phase 1 (2023)	Phase 2 (2025)	Phase 3 (2027)
Residential	Multifamily dwelling	0 units	255 units	255 units	300 units
Lodging	Hotel	0 rooms	0 rooms	0 rooms	150 rooms

Office	Office	0 sf	0 sf	50,000 sf	150,000 sf
Commercial	Movie Theatre	55,929 sf	55,929 sf	55,929 sf	55,929 sf
	General Retail	302,237 sf	225,000 sf	225,000 sf	325,000 sf
	Supermarket	53,371 sf	53,371 sf	53,371 sf	53,371 sf
	Bank	4,578 sf	7,950 sf	7,950 sf	7,950 sf
	Restaurant	0 sf	7,000 sf	7,000 sf	7,000 sf
	Gas Station	8 fueling positions	8 fueling positions	8 fueling positions	8 fueling positions

The applicant has requested some flexibility for the future phases of the development. The intensities identified in the above table indicate the proposed build out of the site. As the need for flexibility in the future is key factor for the applicant, the Traffic Impact Study (TIS) has identified a guide to compare the traffic generation rates between the different land uses. The TIS includes an equivalency table (Table ES-5) to equalize the different traffic impacts of different land uses.

Street and intersection improvements, as indicated in the TIS, are tied to phases of the development.

Phase 1:

- 450 ft dual EB left-turn lanes at Fordham Blvd/Willow Drive
- 700 ft dual NB left-turn lanes at Fordham Blvd/Estes Drive
- 100 ft WB right-turn lane at Site Access #2
- Continuous WB right-turn lane at Site Access #3
- Right-in, right-out restrictions at Access points #2, #5, and #9

Phase 2 – No additional improvements

Phase 3:

- 850 ft dual NB left-turn lanes at Fordham Blvd/Estes Drive
- 100 ft WB right-turn lane at Site Access #4

The applicant has proposed maximum of 300 residential units shall be permitted. In the event that less than 600,000 square feet of office and commercial are constructed at the property, unused commercial and office square footage may be converted to additional residential units at a rate of one (1) additional residential unit per 1,000 square feet of unused commercial or office square footage; however, the total number of residential units shall not exceed 500 total units including conversions and no single pod shall contain more than 300 units.

Additionally, a maximum of 150 hotel rooms shall be permitted in Phase 3. In the event that less than 300 residential units are constructed at the property, unused residential units may be converted to additional hotel rooms at a rate of one (1) additional hotel room per one (1) unused residential unit; however, the total number of hotel rooms shall not exceed 275 rooms including conversions.

The maximum commercial square footage shall not exceed 450,000 square feet, the maximum office square footage shall not exceed 150,000 square feet and the combined commercial and office square footage shall not exceed 600,000 square feet. Up to 50,000 square feet may be converted between office and commercial; however, the total combined square footage shall not exceed 600,000 square feet including conversions.

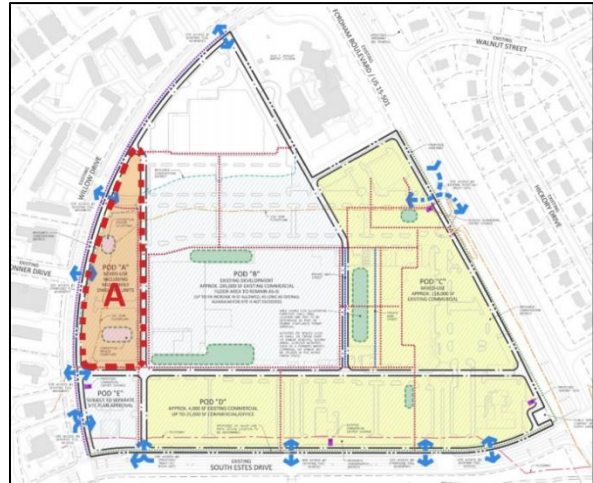


## Design Evaluation

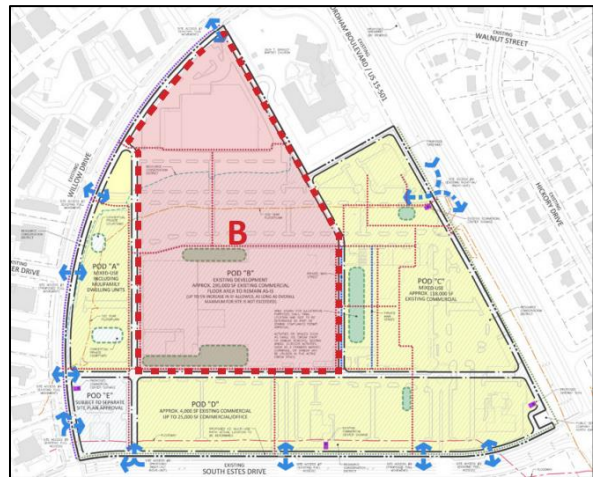
The applicant has proposed Design Standards as a guide to building mass, form, uses, location and relationship to the street frontages, entrance locations and glazing. The site plan has been configured into different development areas referred to as “Pods”. The Design Standards will serve as the framework for the development within each Pod. The Town’s Urban Designer has reviewed the Design Standards and comments are attached.

Excerpts from the Design Standards are shown below for each of the five Pods.

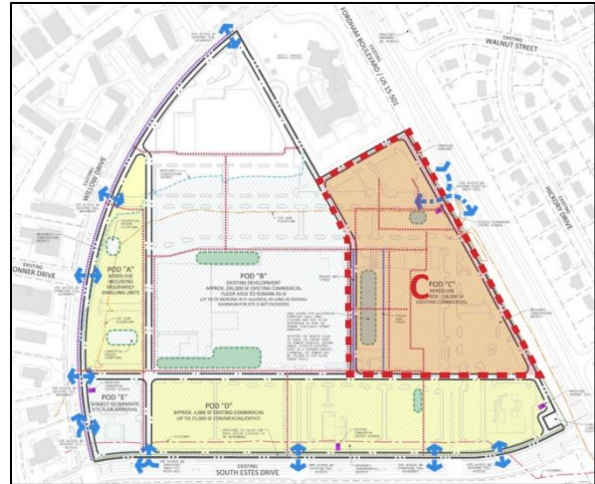
**Pod A:** converts an existing surface parking area into a more dense, multi-use part of the site. A new parking structure is proposed with a residential wrap screen. Given the significant grade change along Willow Drive and the interior street being a service alley for trash and deliveries, no building pass-through shall be required on Pod A; however, a public outdoor amenity space will be provided in lieu of the building pass-through along Willow Drive.



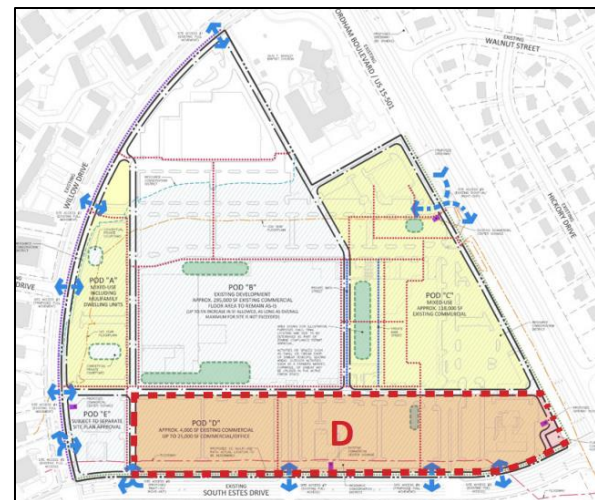
**Pod B:** There is ±295,000 SF of existing commercial to remain and be renovated, with conversion of interior mall space into exterior space. Enhanced outdoor amenity and green spaces are to be provided throughout Pod B along with parking improvements.



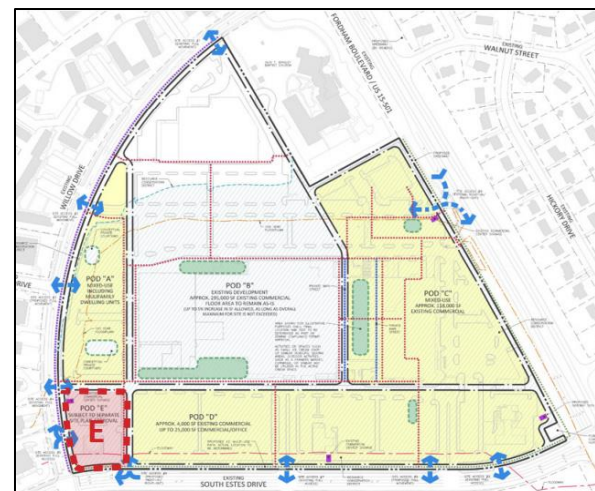
**Pod C:** Pod C will be focused around a central park or green space that will be pedestrian focused and include programmed space for the farmers market and other recurring events. The central park area will be flanked by urban 'main streets' with a consistent streetscape experience that is designed to promote safety and minimize pedestrian-vehicle conflicts. This area will act as the heart of the project, with pathways busy during the day and into the evening in this vibrant urban environment.



**Pod D:** Pod D includes existing parking areas and buildings to remain, amongst 2 proposed commercial buildings lining a relocated driveway. Note that this pod faces limitations to major design changes because of sensitivity to being in a floodplain. The proposed development should assist with flooding concerns because it overall reduces the amount of impervious area on site.



**Pod E:** In Pod E, the Zoning Compliance Permit (ZCP) is under review for minor modifications to the existing SUP. The bank use is to remain and only parking modifications and potential driveway relocation are to occur in Pod E.



Following action by the Council, the Design Standards would be reviewed by the Community Design Commission, the Town's Urban Designer, and other Town staff prior to approval by the Town Manager.












# PROJECT FACT SHEET









## Project Details

Site Description	
<b>Project Name</b>	University Place – Special Use Permit Modification
<b>Address</b>	201 S. Estes Drive
<b>Property Size</b>	Net Land Area 1,718,402 (39.4 acres) Gross Land Area 1,890,243 (43.4 acres)
<b>Existing</b>	University Place Mall
<b>Orange County Parcel Identifier Number</b>	9799-12-5797
<b>Existing Zoning</b>	Community Commercial (CC)


## Site Development Standards

Topic	Comment	Status
<b>Development Intensity</b>		
<b>Use/Density (Sec. 3.7)</b>	Residential – Maximum 300 Dwelling Units Commercial – Maximum 450,000 SF* Minimum 300,000 SF Office - Maximum 150,000 SF* Hotel- Maximum 150 Rooms*	
<b>Dimensional Standards (Sec. 3.8)</b>	<ul style="list-style-type: none"> <li>Reduce setbacks to allow Build-to-zones along Willow Drive and Fordham Blvd, Decrease the interior setbacks to 0’;</li> <li>Increase in height to 90’;</li> <li>Modification to allowable impervious surface</li> </ul>	<b>M</b>
<b>Floor area (Sec. 3.8)</b>	Maximum: 810,914 sq. ft. FAR=0.429	
<b>Landscape</b>		
<b>Buffer – Fordham (Sec. 5.6.2)</b>	<i>Required: 30’ Type “D”</i> <i>Proposed: 0’</i>	<b>M</b>
<b>Buffer – Estes (Sec. 5.6.2)</b>	<i>Required: 30’ Type “D”</i> <i>Proposed: 0’</i>	<b>M</b>
<b>Buffer – Willow (Sec. 5.6.2)</b>	<i>Required: 20’ Type “D”</i> <i>Proposed: 0’</i>	<b>M</b>
<b>Buffer – Binkley Baptist Church (Sec. 5.6.2)</b>	<i>Required: 20’ Type “B”</i> <i>Proposed: 10’ Type “B”</i>	<b>M</b>
<b>Tree Canopy (Sec. 5.7)</b>	<i>Required: 30% and 40%</i> <i>Proposed: 20%</i>	<b>M</b>
<b>Landscape Standards</b>	Application must comply	<b>FP</b>

<b>(Sec. 5.9.6)</b>		
<b>Environment</b>		
<b>Resource Conservation District (Sec. 3.6)</b>	<i>Required:</i> Maximum of 40% of land disturbance in upland zone <i>Proposed:</i> Development within the floodplain	<b>M</b>
<b>Erosion Control (Sec. 5.3.1)</b>	Orange County Erosion Control permit required	
<b>Steep Slopes (Sec. 5.3.2)</b>	<i>Required:</i> Disturb less than 25% of slopes exceeding 25% <i>Proposed:</i> No disturbance	
<b>Stormwater Management (Sec. 5.4)</b>	Meet or exceed LUMO 5.4 standards Decrease in impervious by approximately 52,466 (3%) RCD Modification to develop in floodplain	<b>M</b>
<b>Land Disturbance</b>	653,400 sq. ft. (15 acres)	
<b>Impervious Surface</b>	1,417,682 sq. ft. (32.5 acres) – 75% of land area	
<b>Solid Waste &amp; Recycling</b>	To be provided	<b>FP</b>
<b>Jordan Riparian Buffer (Sec. 5.18)</b>		<b>N/A</b>
<b>Access &amp; Circulation</b>		
<b>Road Improvements (Sec. 5.8)</b>	Improvements to be completed in accordance with TIA findings, including: Phase 1 - (2024) 830 AM trips 2,521 PM trips <ul style="list-style-type: none"> <li>• 450 ft dual EB left-turn lanes at Fordham Blvd/Willow Drive</li> <li>• 700 ft dual NB left-turn lanes at Fordham Blvd/Estes Drive</li> <li>• 100 ft WB right-turn lane at Site Access #2</li> <li>• Continuous WB right-turn lane at Site Access #3</li> <li>• Right-in, right-out restrictions at Access points #2, #5, and #9</li> </ul> Phase 2 - (2026) 871 AM trips 2,589 PM trips <ul style="list-style-type: none"> <li>• None</li> </ul> Phase 3 - (2028) 1,025 AM trips 2,959 PM trips <ul style="list-style-type: none"> <li>• 850 ft dual NB left-turn lanes at Fordham Blvd/Estes Drive</li> <li>• 100 ft WB right-turn lane at Site Access #4</li> </ul>	
<b>Vehicular Access (Sec. 5.8)</b>	Ten points of access, including existing and proposed movements	
<b>Bicycle Improvements (Sec. 5.8)</b>	Bicycle improvements along Estes Drive frontage including 10' multi-use path; 4.5' bicycle lane on Willow Drive	
<b>Pedestrian Improvements (Sec. 5.8)</b>	Pedestrian improvements along Estes Drive frontage including 10' multi-use path	
<b>Traffic Impact Analysis (Sec. 5.9)</b>	TIA completed	

<b>Vehicular Parking (Sec. 5.9)</b>	<i>Proposed:</i> Modification to standards, see chart in application	<b>M</b>
<b>Transit (Sec. 5.8)</b>	Incorporate bus stop and related amenities	
<b>Bicycle Parking (Sec. 5.9)</b>	<i>Proposed:</i> Modification to standards, see chart in application	<b>M</b>
<b>Electric Vehicle Parking</b>	Minimum of 20% of the new surface parking spaces provided will be prewired for electric charging stations. In all pods, new parking spaces in parking lots with more than 50 spaces shall have electric vehicle charging stations provided on at least 3% of all new parking spaces. The internal main street driveway shall be exempt from this requirement.	
<b>Parking Lot Standards (Sec. 5.9)</b>	Built to Design Standards	<b>M</b>
<b>Technical</b>		
<b>Fire</b>	Built to Town Standards	
<b>Site Improvements</b>	Built to Design Standards	
<b>Schools Adequate Public Facilities (Sec. 5.16)</b>	Application must comply	
<b>Inclusionary Zoning Ordinance (Sec. 3.10)</b>	<i>Required:</i> 15% <i>Proposed:</i> 10 or 15% depending on income levels	
<b>Recreation Area (Sec. 5.5)</b>	<i>Required:</i> 1.81 Acres <i>Proposed:</i> 1.81 Acres	
<b>Lighting Plan (Sec. 5.11)</b>	Built to Town Standards; Maximum of 0.3 footcandles at property line	<b>FP</b>
<b>Homeowners Association (Sec. 4.6)</b>	Required for Residential	

### Project Summary Legend

Symbol	Meaning
	Meets Requirements
<b>M</b>	Seeking Modification
<b>FP</b>	Required at Final Plan
<b>NA</b>	Not Applicable





# University Place Special Use Permit Modification

Town Council  
June 9, 2021

DRAFT

Consider Adoption of Resolution of Consistency and  
Enactment of Ordinance A.

DRAFT

Town  
Evaluation of  
Application  
(10.31.19)



Report  
Presented to  
Advisory Boards  
and  
Commissions



*Evidentiary Hearings:*  
Report and  
Recommendation  
Presented to Town  
Council  
(4.7.21 and 5.5.21)



*Council  
Action*

DRAFT



## 4.5.2 *Standards and Findings of Fact.*

1. That the use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;
2. That the use or development complies with all required regulations and standards of this chapter, including all applicable provisions of articles 3 and 5, the applicable specific standards contained in the supplemental use regulations (article 6), and with all other applicable regulations;
3. That the use or development is located, designed, and proposed to be operated so as to maintain or enhance the value of contiguous property, or that the use or development is a public necessity; and
4. That the use or development conforms with the general plans for the physical development of the town as embodied in this appendix and in the comprehensive plan.

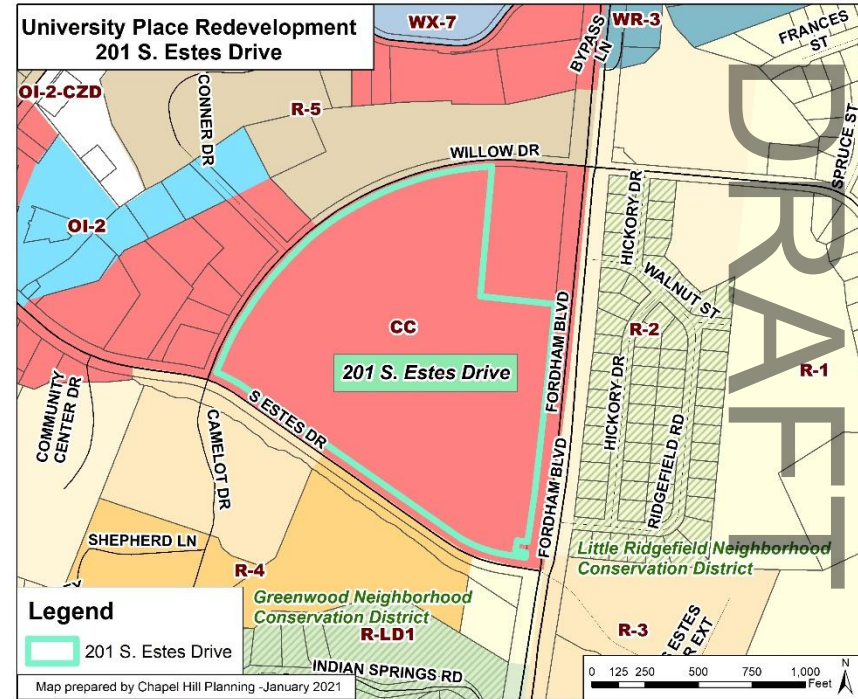
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# University Place— Project Summary

186

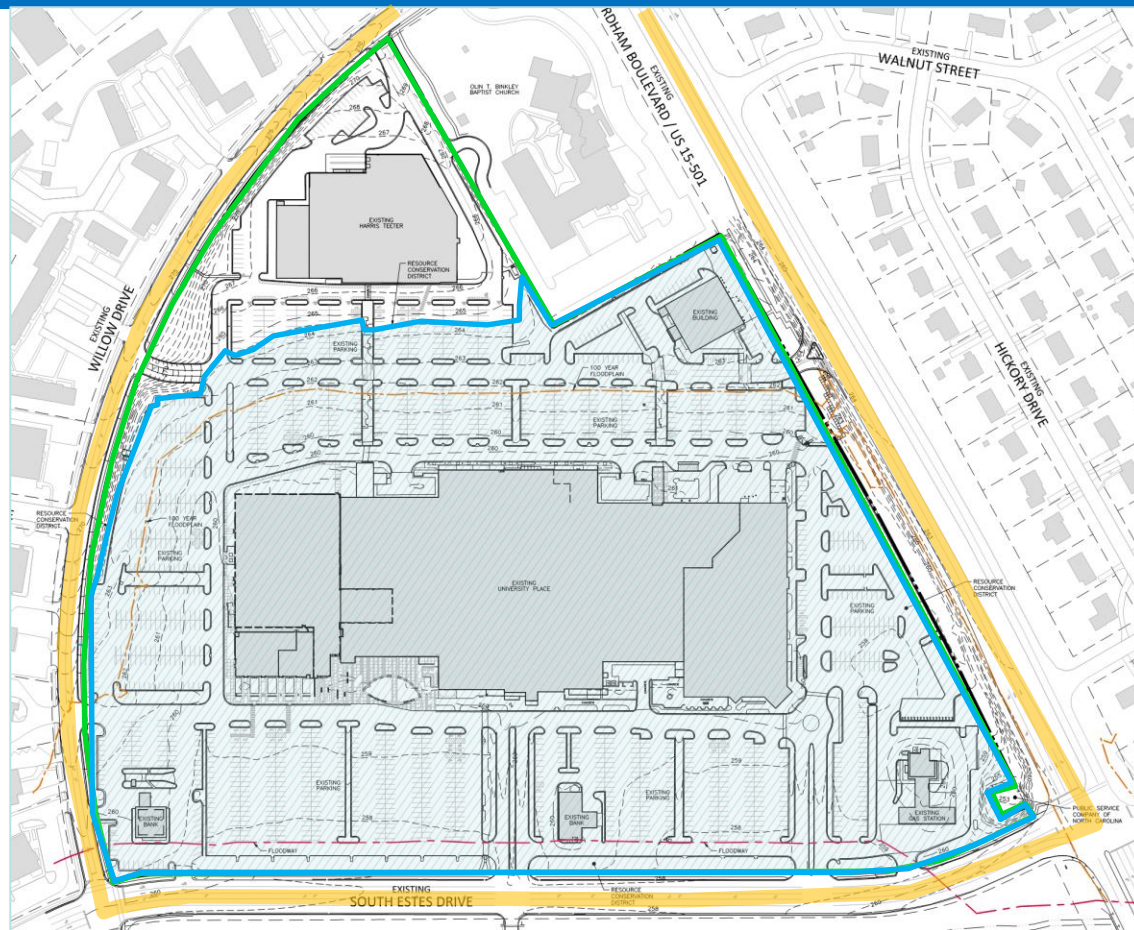
The proposal defines uses and building area within a phased block plan, paired with Design Standards, that will influence the development. No exact building layout is proposed at this time. The applicant has proposed limited uses as compared to what is permitted by the Community Commercial (CC) zoning designation.

- Floor area: up to 810,914 sq. ft.
- Land area: 43.4 acres
- Current zoning: Community Commercial (CC)
- Permitted Uses, outlined in the Design Standards, include residential, office, hotel, commercial, and wireless communication facilities.
- The Transportation Impact Analysis conveys impacts related to each phase of the project build-out



# University Place— Existing Conditions

187



DRAFT

- Multi-family conversion rights
- Fordham Boulevard multi-use path
- Solar Installation
- Affordable Housing

DRAFT

- Modifications to regulations include:
  - Dimensional Standards (Height, Setbacks, Impervious Surface)
  - Required Buffers and Tree Canopy Coverage
  - Parking Standards
  - Signs
  - Resource Conservation District Standards

DRAFT

Consider Adoption of Resolution of Consistency and  
Enactment of Ordinance A.

DRAFT

# University Place– Recommendations

191

Boards/Commissions	Recommendation	Conditions/Comments
Community Design Commission	Approval	
Transportation and Connectivity Board	Approval with Conditions	Additional Transit stops, traffic calming, bike storage locations
Housing Advisory Board	Approval	
Environmental Stewardship Advisory Board	Approval with Conditions	Tree canopy, additional green efforts
Planning Commission	Approval with Conditions	Impervious surface, tree canopy coverage, signage
Stormwater Management Utility Advisory Board	Approval with Conditions	Impervious surface, flood plain

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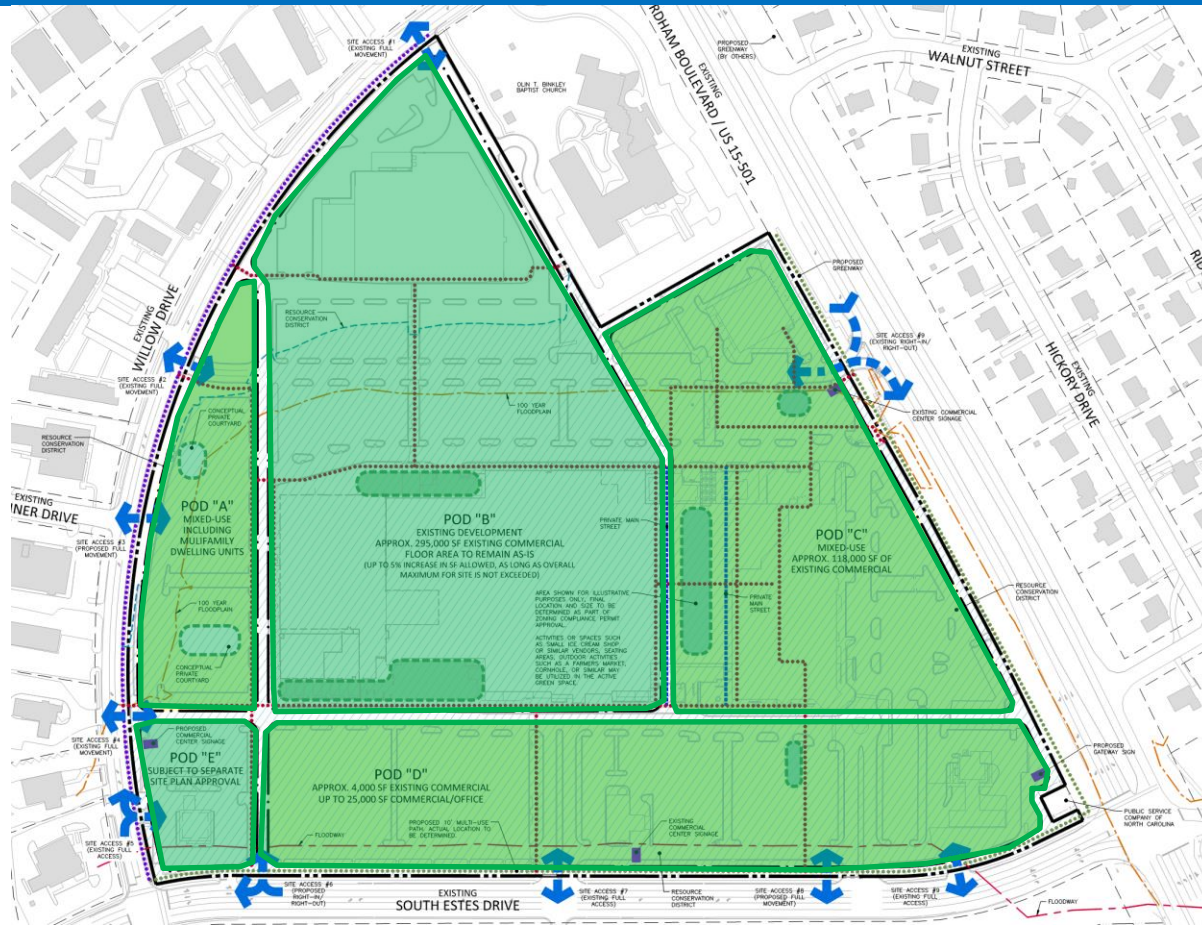
	Phase 1 (2023)	Phase 2 (2025)	Phase 3 (2027)
Commercial	350,000 sq ft		100,000 sq ft
Residential	255 units		45 units
Office		50,000 sq ft	100,000 sq ft
Hotel			150 Rooms

DRAFT



# University Place—Proposed Changes

193



Pod A –Existing surface parking to become a dense multi-use w/ new parking structure  
Pod B–±295,000 SF of existing commercial to be renovated. Conversion of interior mall space into exterior Space with enhanced outdoor amenity and green spaces

Pod C- Demo of portion of mall. To be focused around central park/ green space. Will be pedestrian focused flanked by urban ‘main streets’

Pod D-Existing parking area. Limited due to the floodplain. There may be redevelopment of a few existing buildings, which include banks and gas station.

Pod E – Existing bank, currently under review for a zoning compliance permit for a demo and rebuild.

**REVISED RESOLUTION A**  
(Approving the Request)

**A RESOLUTION APPROVING AN APPLICATION FOR SPECIAL USE PERMIT  
MODIFICATION FOR UNIVERSITY PLACE, 201 S. ESTES DRIVE (2021-06-09/R-8)**

BE IT RESOLVED by the Council of the Town of Chapel Hill that it finds that a Special Use Permit Modification application, proposed by Jessica Hardesty of McAdams, on behalf of RRPV University Chapel Hill Limited Partnership, located at 201 S. Estes Drive on property identified as Orange County Property Identifier Number 9799-12-5797, if developed according to the plans dated November 15, 2019 and last revised November 12, 2020, the Design Standards dated November 13, 2020, and the conditions below would:

1. Be located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;
2. Comply with all required regulations and standards of the Land Use Management Ordinance;
3. Be located, designed, and operated so as to maintain or enhance the value of contiguous property; and
4. Conform to the general plans for the physical development of the Town as embodied in the Land Use Management Ordinance and in the 2020 Comprehensive Plan.

**MODIFICATIONS TO REGULATIONS**

BE IT FURTHER RESOLVED by the Council of the Town of Chapel Hill that it finds, in this particular case, that the proposed development with the following requested modifications to regulations satisfies public purposes to an equivalent or greater degree:

**Section 3.8.2 Dimensional Regulations:** to modify the setbacks and height as noted in the tables below:

LOCATION	MODIFIED SETBACK
Street Setback (Willow Drive)	0-20 foot Build-to-Zone
Street Setback (Fordham Blvd)	0 foot min Max with parking: 77 feet Max
Interior Setback	0 foot
Solar Setback	0 foot

This finding is based on a determination that the public purposes are satisfied to an equivalent or greater degree as the standard setback requirements would be replaced with build-to-zone requirements outlined in the proposed Design Standards.

BUILDING HEIGHT	MODIFIED POD A AND C	MODIFIED POD D
Setback Height	75 feet (5 stories)	34 feet (3 stories)
Core Height	90 feet (7 stories)	45 feet (3 stories)

*Please refer to Design Standards, November 13, 2020 for details and on file with the Town of Chapel Hill Planning Department.*

This finding is based on a determination that the public purposes are satisfied to an equivalent or greater degree as the effort to reduce the building footprints on the parcel while still creating a high-density, high-intensity mixed-use center, increases the maximum building heights. This modification will allow for vertically mixed-use buildings while reducing building footprints to conserve the available land area. This modification will also give the development a sense of place.

**Section 3.8.2 Impervious Surface Ratio:** to allow a maximum impervious surface ratio of 75 percent.

The current impervious surface maximums were not in place when University Place was constructed over 40 years ago and approximately 78 percent of the site is covered with impervious surfaces. This finding is based on a determination that the public purposes are satisfied to an equivalent or greater degree since as part of the redevelopment of this parcel, the applicant is proposing to remove some of the existing impervious surfaces and replace them with open spaces, landscaping, or other permeable features. Removal of at least 3 percent of the existing impervious surface will result in over 52,000 square feet of land being converted to pervious surfaces while allowing the redevelopment of the proposed mixed-use center at the density and intensity envisioned by the Future Land Use Map.

**Section 5.6.6 Schedule of Required Buffers:** to allow a modification to the perimeter buffers as well as detailed streetscape:

LOCATION	MODIFIED BUFFER
East (Fordham Blvd)	0 foot (NO BUFFER REQUIRED)
South (Estes Drive)	0 foot (NO BUFFER REQUIRED)
West (Willow Drive)	0 foot (NO BUFFER REQUIRED)
North (Binkley Baptist Church)	10 foot TYPE B

In place of buffers, perimeter streetscape configurations are described for each street below:

**Willow Drive Streetscape:**

- Sidewalk (minimum): 5 foot (existing sidewalk to remain)
- Planting strip (minimum): 3 foot
- Outdoor Amenity Space/Tree Planting Zone (minimum): 8 foot (preserve existing mature trees where possible)
- Tree Spacing (on center, average): 40 foot (space proposed trees around and between existing mature trees as needed)
- Bike Lane (minimum): 4.5 foot

**Fordham Boulevard Streetscape:**

- Sidewalk (minimum): N/A (Multi-use path proposed as alternative to sidewalk)
- Multi-use Path: 10 foot (with 2 foot clear zone)
- Tree Planting Zone (minimum): 8 foot (preserve existing mature trees where possible)
- Tree Spacing (on center, average): 40 foot (space proposed trees around and between existing mature trees as needed)

**S. Estes Drive Streetscape:**

- Sidewalk (minimum): N/A (Multi-use path proposed as alternative to sidewalk)
- Multi-use Path: 10 foot (with 2 foot clear zone)
- Tree Planting Zone (minimum): 8 foot (preserve existing mature trees where possible)
- Tree Spacing (on center, average): 40 foot (space proposed trees around and between existing mature trees as needed)

This finding is based on a determination that the public purposes are satisfied to an equivalent or greater degree as the modifications support active engagement with the public realm. If buffers were installed that met the minimum requirements of the LUMO, University Place would be separated from the surrounding public streets with dense vegetation. This arrangement is not conducive to the development of a well-connected, high-density, high-intensity mixed-use development.

**Section 5.7.2 Tree Protection:** to allow the following modifications to the required tree canopy coverage:

TREE CANOPY	
USE	MODIFIED
MULTIFAMILY	20%
COMMERCIAL	20%
OFFICE	20%
MIXED-USE	20%

This finding is based on a determination that the public purposes are satisfied to an equivalent or greater degree as the requirements were not in place at the time of the original approval of University Place. The development also proposes affordable housing and satisfies goals of the Comprehensive Plan, which may be the basis for modification of these standards according to LUMO section 5.7.2 (b).

**Section 5.9.7 Minimum and Maximum Off-Street Parking Space Requirements:** to allow for a 30 percent reduction in parking for parking areas to be shared by multiple uses. In addition to shared parking for the entire project, the following modifications to parking requirements for specific uses are proposed:

VEHICLE PARKING REQUIREMENTS	PROPOSED	
	MIN.	MAX.
2 bedrooms	1.25 per dwelling unit	1.75 per dwelling unit
Independent Senior Living Facility	0.5 per Senior unit	1 per Senior unit

All Commercial Uses, except:	1 per 300 sq. ft. of floor area	1 per 200 sq. ft. of floor area
Business, Convenience Restaurant	1 per 150 sq. ft. of floor area	1 per 75 sq. ft. of floor area
All Office Uses	1 per 300 sq. ft. of floor area	1 per 200 sq. ft. of floor area

BICYCLE PARKING REQUIREMENTS		PROPOSED
	MIN.	SHORT/LONG TERM
Residential	As per LUMO	As per LUMO
Independent Senior Living Facility	1 per 2 units	As per LUMO
All Commercial Uses	1 per 2,500 SF	As per LUMO
All Office Uses	1 per 2,500 SF	50% / 50%

This finding is based on a determination that public purpose is satisfied to an equivalent or greater degree as the reduction of parking and increased density also reduces the amount of impervious surface on the site. Improved bicycle and pedestrian connectivity through added sidewalks, multi-use paths, and bike lanes allows for alternative modes of transportation to and from the site, benefiting both the environment and visitor experience.

**Section 5.14 Signs:** The applicant is requesting modifications to commercial sign regulations to allow for a Gateway sign in addition to the permitted commercial center signs. Currently, the maximum number of commercial center signs per street frontage is one (1). The proposed modifications would apply only to the Gateway sign:

COMMERCIAL SIGN	MODIFIED
Height	24 feet
Width	12 feet
Thickness	24 inches
Sign Structure Plus Display Surface	288 square feet
Maximum Number Per Street Frontage	1
Illumination	Permitted during business hours and non-business hours

**Section 5.14 Signs:** to allow for modifications to outparcel ground signs:

GROUND SIGN	MODIFIED
Distance (From Other Commercial Ground Signs)	100 feet
Maximum Number Per Street Frontage	No maximum; must have minimum 100 feet spacing
Maximum Number Per Lot	No maximum; must have minimum 100 feet spacing
Ground Signs Permitted On The Same Zoning Lot With A Projecting Sign	Yes; must have minimum 100 feet spacing

This finding is based on a determination that the public purposes are satisfied to an equivalent or greater degree in that the modifications are in line with what is currently

permitted. These changes would generate increased economic development and expand the non-residential tax base.

**Section 3.6.3 Resource Conservation District (RCD):** to allow the expansion of University Place within the existing floodplain and RCD associated with proposed buildings, and other improvements.

This finding is based on a determination that the public purposes are satisfied to an equivalent or greater degree as the modelling of the floodplain of Bolin Creek shows that the improvements have no impact to, and create no increase to, the existing floodplain elevation. Furthermore, the redevelopment of University Place will reduce the impervious area within the floodplain and RCD. Therefore, the redevelopment will reduce nutrient run-off associated with impervious surfaces as well as the water quantity run-off from the site.

### **STIPULATIONS SPECIFIC TO UNIVERSITY PLACE**

The stipulations provided shall supersede the existing Special Use Permit Modification granted by the Town Council on March 20, 2000.

1. Construction Deadline: Construction shall begin by June 9, 2023 (2 years from the date of approval) and be completed by June 9, 2031 (10 years from the date of approval).
2. Detailed Plan Review and Approval: Town staff will review the individual building proposals for compliance with the Special Use Permit Modification, including the Land Use Management Ordinance and the applicant's Design Standards dated November 13, 2020. The Community Design Commission will then review and approve final building elevations and building lighting for each individual building, before Final Planning Inspection.

Prior to the issuance of a Zoning Compliance Permit, final detailed site plans, grading plans, utility/lighting plans, stormwater management plans (with hydrologic calculations), landscape plans, and landscape maintenance plans shall be approved. Such plans shall conform to plans approved by the Council and demonstrate compliance with all applicable regulations and standards of the Land Use Management Ordinance and the Design Manual.

Plans, plats, and associated detailed requirements as set forth in the stipulations of this resolution and incorporated into the Special Use Permit shall be reviewed and approved by the Town Manager, or his designee, as well as outside agencies, such as NC Department of Transportation (NC DOT), Orange Water and Sewer Authority (OWASA) and Duke Energy, where indicated.

3. Design Standards Certification: Submission of each Final Plan shall include a signed and sealed certification that the proposed plan complies with the approved Design Standards for the University Place project.
4. Subdivision of Lots: All proposed new lots shall front or have direct access to a public street right-of-way, a public-street easement, or private street easement that is built to Town standards. New lots fronting a private street easement must provide documentation that the lot has direct access to public right-of-way or public street easement. Review and approval of new subdivision lots shall be processed as an administrative approval of a minor subdivision or commercial subdivision during the Final Plan Review process.



5. Land Use Intensity: This Special Use Permit Modification authorizes the following:

<b>Use: Permitted Uses listed in Stipulation #6 and as defined in the University Place, Design Standards, dated November 23, 2020</b>		
Gross Land Area	43.4 acres	
Number of Buildings	No maximum	
Height	Up to 90 feet	
Floor Area	810,914 sq. ft. Maximum	
	Minimum	Maximum
Residential	0 sq. ft.	300 DU*
Commercial	300,000 sq. ft.	450,000 sq. ft.*
Office	0 sq. ft.	150,000 sq. ft.*
Hotel	0 Rooms	150 Rooms*
Maximum # of drive-in windows	6	
Affordable Housing Units	10% of Market Units at 65% AMI or 15% of Market Units at 80% AMI	
Vehicular Parking Spaces (Range)	In accordance with Design Standards	
Maximum Impervious Surface	1,417,682 sq ft. (32.55 acres)	
Minimum Tree Canopy Coverage	20% (modification to regulations)	
Minimum Recreation Space	1.81 acres	

\*maximum of 300 residential units shall be permitted and shall be transferable between pods A and C. In the event that less than 600,000 square feet of office and commercial are constructed at the property, unused commercial and office square footage may be converted to additional residential units at a rate of one (1) additional residential unit per 800 square feet of unused commercial or office square footage; however, the total number of residential units shall not exceed 500 total units including conversions and no single pod shall contain more than 300 units. Maximum of 150 hotel rooms shall be permitted and shall be transferable between pods A and C. In the event that less than 300 residential units are constructed at the property, unused residential units may be converted to additional hotel rooms at a rate of one (1) additional hotel room per one (1) unused residential unit; however, the total number of hotel rooms shall not exceed 275 rooms including conversions.

The maximum commercial square footage shall not exceed 450,000 square feet, the maximum office square footage shall not exceed 150,000 square feet and the combined commercial and office square footage shall not exceed 600,000 square feet. Up to 50,000 square feet may be converted between office and commercial; however, the total combined square footage shall not exceed 600,000 square feet including conversions.

6. Permitted Uses: Permitted uses shall be limited to those outlined in the Design Standards dated November 13, 2020.

<b>PERMITTED USES</b>					
<b>RESIDENTIAL USES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Dwelling Units, as listed below:					
Multifamily - 3 to 7 dwelling units	P	--	P	--	--
Multifamily - Over 7 dwelling units	P	--	P	--	--
Home Occupation	A	--	A	--	--
Independent Senior Living Facility	P	--	P	--	--
<b>OFFICE USES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Business, Office-Type	P	P	P	P	P
Clinic	P	P	P	P	P
Institutional Uses, as listed below:					
College or University	P	P	P	P	P
Fine Arts Educational Institution	P	P	P	P	P
Place of Worship	P	P	P	P	P
Public Cultural Facility	P	P	P	P	P
Public Service Facility	A	A	A	A	A
Public Use Facility	P	P	P	P	P
School, Elementary or Secondary	P	P	P	P	P
Vocational School	P	P	P	P	P
Maintenance & Storage Facility	A	A	A	A	A
Research Activities	P	P	P	P	P
<b>HOTEL USES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Hotel or Motel	P	--	P	--	--
<b>COMMERCIAL USES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Adult Day Care Facility	A	A	A	A	A
Community Garden	A	A	A	A	A
Automatic Teller Machines (Walk-up)	P	P	P	P	P
Automatic Teller Machines (Drive-up)	P	P	P	P	P
Automotive Repair	P	P	P	P	P
Bank	P	P	P	P	P
Barber Shop / Beauty Salon	P	P	P	P	P
Business - Convenience	P	P	P	P	P
Business - General	P	P	P	P	P
Business - Wholesale	P	P	P	P	P
Car Wash	A	A	A	A	A
Child Day Care Facility	P	P	P	P	P
Club	P	P	P	P	P
Drive-in Window / Drive-thru Facilities	P	P	P	P	P
Essential Services	P	P	P	P	P
Food Truck	A	A	A	A	A
Kennel	A	A	A	A	A
Manufacturing, Light	A	A	A	A	A



Park/Ride	A	A	A	A	A
Parking, Off-Street	A	A	A	A	A
Personal Services	P	P	P	P	P
Place of Assembly, up to 2,000 Seating	P	P	P	P	P
Publishing and/or Printing	A	A	A	A	A
Recreation Facility, Commercial	P	P	P	P	P
Recreation Facility, Non-Profit	P	P	P	P	P
Recreation Facility, Outdoor Commercial	A	A	A	A	A
Service Station/Convenience Store	- -	- -	- -	P	P
Supply Yard	A	A	A	A	A
Temporary Portable Building,	A	A	A	A	A
Veterinary Hospital or Clinic	P	P	P	P	P
<b>WIRELESS COMMUNICATION FACILITIES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Collocation on existing tower or base station	P	P	P	P	P
Small Wireless Facility concealed: new base station or new dual purpose tower	P	P	P	P	P
Small Wireless Facility non-concealed: new base station or new tower	P	P	P	P	P
Macrocell Facility: new concealed base station	P	P	P	P	P
Macrocell Facility: new concealed dual- purpose tower	S	S	S	S	S
Macrocell Facility: new non-concealed base station	P	P	P	P	P
Macrocell Facility: new non-concealed tower	S	S	S	S	S

P = Permitted as Principal Use; A = Permitted as Accessory Use; S = Permitted as Special Use; - - = Use Not Permitted

7. Design Standards: Prior to issuance of the first Zoning Compliance Permit, the developer shall receive input from the Community Design Commission (CDC), and work with the Town's Urban Designer, and other Town staff to review and evaluate the Design Standards subject to approval by the Town Manager. The approved documents will be recorded and cross-referenced with this Special Use Permit prior to issuance of the first Zoning Compliance Permit. CDC input, and Town review and approval of the Design Standards shall not exceed a total of 75 working days from a complete initial final plan submission, or within such further time consented to by written notice from the applicant.
8. Solar Installation: The developer shall install sufficient solar voltaic panels to power a majority of the common areas within Pod A.
9. Multi-family conversion rights: Pods A and C are limited to a maximum of 300 dwelling units. If the project limits entitled by this permit exceeds 375,000 sq. ft. of commercial floor area, the developer may apply a conversion rate of 1 dwelling unit per 800 sq. ft. of commercial floor area. If the developer chooses to use the conversion rights for additional multi-family dwelling units, the buildings will be vertically integrated buildings

with ground floor commercial space. The number of dwelling units in Pod A or C shall not exceed 500 dwelling units.

### Affordable Housing

*(italicized font to be determined prior to Council action)*

10. Affordable Housing Performance Agreement: Prior to issuance of a Zoning Compliance Permit, the developer shall submit an Affordable Housing Performance Agreement consistent with the following terms:
  - a. 10 (or 15) percent of the total market rate units will be available as affordable rental units for a minimum period of 30 years.
  - b. The affordable rental units are proposed in the following manner:
    - i. *units are to be available to households meeting 65% of the area median income or*
    - ii. *units are to be available to households meeting 80% of the area median income.*

(Area median income as defined by the U.S. Dept of Housing and Urban Development for the Durham/Chapel Hill MSA.)
  - c. Designate the affordable rental units in fixed locations in the development and the units may be periodically rotated. Unit locations to be reviewed and approved by the Town Manager.
  - d. The unit size mix shall be similar to the market rate unit size mix.
  - e. An affordable unit vacant for more than 30 days may be made available to market rate renters. Units shall remain at this level for a leasing cycle, not to exceed twelve months, after which time the unit will revert to the previous income level of 65% or 80% of the area median income.
  - f. The maximum rent to be charged for the affordable units each year and method for determining yearly affordable rents of the affordable rental units shall be reported to the Town Manager.
  - g. Upon a determination by the Town Manager that the applicant's Affordable Rental Unit Housing Plan meets the criteria set out herein, the Applicant and the Town Manager, on behalf of the Town, shall execute an Affordable Housing Performance Agreement incorporating the terms of the Plan. That Agreement, as well as the Special Use Permit Modification herein approved shall be recorded at the Office of the Orange County Register of Deeds and shall be binding upon the applicant and its successors in interest. The Agreement and Special Use Permit Modification and the Deed Book and Page Number where they are recorded, shall be specifically referenced in all future conveyances of an interest in any portion of the property covered by the Permit.
11. Affordable Housing: That occupancy of 40 percent of the affordable units shall occur prior to half of the market rate units. The remaining affordable units shall be occupied prior to 90 percent of the market rate dwelling units.
12. Annual Report: The property owner shall submit an annual report to the Town Manager for compliance with the Affordable Housing Performance Agreement. Included in the reports shall be efforts to partner with area non-profits for eligible renters. The report shall also include details on unit locations and unit sizes.
13. Modifications to the Affordable Housing Performance Agreement: Modifications to the Affordable Housing Performance Agreement shall be considered a minor amendment to the Special Use Permit and may be approved administratively by the Town Manager.

14. Compliance: All remedies allowed by law, including specific performance of any of the terms of this permit and the Affordable Housing Performance Agreement shall be available to the Town in the event the Town determines the developer or any subsequent owner is not in compliance with this Permit or Affordable Housing Performance Agreement.
15. Conversion of Residential Rental Units to Ownership Condominium Units: That if the rental development is converted to an ownership condominium development, the affordable units for ownership shall be provided according to the Inclusionary Zoning Ordinance or other affordable housing policy in place at the time of conversion. An Affordable Housing Plan shall be approved by the Town Manager prior to recordation of the condominium plat.

### Stormwater

16. Floodproofing: Prior to Zoning Final Inspection, the perimeter of the building/entrance doors within the floodplain shall be floodproofed to 2 feet above the base flood elevation and entrance doors shall have flood barrier gates. The flood barrier gates/perimeter walls shall be designed to withstand hydrostatic and hydrodynamic forces and be impermeable to water during a 100-year 24-hour storm event. Utilities around the building shall be elevated 2 feet above the base flood elevation.
17. Flood Barrier Gates: The flood barrier gates provided for this site shall show the design calculation for the hydrostatic and hydrodynamic forces. The design calculation shall be provided prior to issuance of a Zoning Compliance Permit.
18. Flood Emergency Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall develop an emergency plan for residents during flooding events.
19. Stormwater Treatment: Stormwater treatment shall be designed to achieve average annual eighty-five (85) percent total suspended solids (TSS) removal and must apply to the volume of post-development runoff resulting from the first one-inch of precipitation. Alternative treatment methods to achieve eighty-five (85) percent average annual TSS removal may be acceptable. The eighty-five (85) percent requirement applies to eighty-five (85) percent of the additional suspended solids that are the result of the new development.
20. Stormwater Runoff Volume: The stormwater runoff volume leaving the site post-development shall not exceed the stormwater runoff volume leaving the site pre-development (existing conditions) for the local 2-year frequency, 24-hour duration storm event for all development. This may be achieved by hydrologic abstraction, recycling and/or reuse, or drawdown with 2-5 days.
21. Stormwater Runoff Rate: The stormwater runoff rate leaving the site post-development shall not exceed the stormwater runoff rate leaving the site pre-development (existing conditions) for the local 1-year, 2-year, and 25-year 24-hour storm events.
22. Floodplain: The proposed development in the floodplain shall meet the requirements of Chapter V, Article IV of the Town's Flood Damage Prevention Ordinance and FEMA regulation.

23. Flood Damage Prevention Ordinance: Town's Flood Damage Prevention Ordinance requires proposed new non-residential constructions in the floodplain to be elevated or floodproofed two (2) feet above the base flood elevation; however, due to the flooding situation in this area, instead of floodproofing the building, Town staff recommend elevating the building on piers and putting parking of vehicles under the building to minimize the loss of flood storage and diversion of flood waters onto surrounding properties. To ensure No Adverse Impact of Flooding on the neighboring properties, the development should ensure that it meets the No-Rise requirement of the Flood Damage Prevention Ordinance. Any flood storage loss due to proposed building in the floodplain shall be compensated for. Construction techniques and materials used for the proposed buildings shall comply with the general standard of Section 5.59 of the Town's Flood Damage Prevention Ordinance. Construction office trailer, if located within the flood plain, used on the site shall be elevated two (2) feet above the base flood elevation and anchored to the ground. Temporal structures used on the site that are not anchored shall be removed, a minimum of seventy-two (72) hours before landfall of a hurricane or immediately upon flood warning notification. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
24. Elevation Certificate: Elevation certificate FEMA Form 086-0-33 signed and sealed by North Carolina-registered Professional Land Surveyor will required to be provided prior to construction of the proposed building and one at the end of construction, prior to the issuance of certificate of occupancy. Floodproof certification FEMA Form 086-0-34 signed and sealed by a North Carolina-registered Professional Engineer or Architect will be required for modification of existing building that triggers substantial improvement or makes the building more non-conforming.
25. No-Rise Model: The developer shall submit "No-Rise" hydraulic model for completeness review prior to approval of the Final Zoning Compliance Permit. A complete "No-Rise" submittal shall include the following:
- a. Hydraulic models in a currently approved FEMA hydraulic model, including:
  - b. Effective Model (may be older than a currently approved model);
  - c. Duplicate Effective Model (Effective Model run on the modeler's software and hardware)
  - d. Corrected Effective Model (if needed to correct errors in the model);
  - e. Existing Conditions Model (model the existing project area and man-made changes since the Effective Model);
  - f. Proposed Conditions Model (model the proposed project area);
  - g. The existing Letter of Map Revision (LOMR) of the University Place shall be used for the No-Rise impact study.
26. Orange County Erosion Control Division: The developer shall provide a copy of the approved erosion and sediment control permit from Orange County Erosion Control Division prior to receiving a Zoning Compliance Permit. If one acre or more is to be uncovered by land-disturbing activities for the project, then a performance guarantee in accordance with *Section 5-97.1 Bonds* of the Town Code of Ordinances shall be required prior to final authorization to begin land-disturbing activities.

#### Road Improvements

27. Prior to issuance of the Certificate of Occupancy, the developer shall install the following roadway improvements including applicable traffic signal upgrades. The design, and

construction standards shall be approved by the Town Manager and North Carolina Department of Transportation (NCDOT) prior to issuance of the Zoning Compliance Permit:

- a) U.S. 15-501 and S. Estes Drive Intersection: Extend existing northbound dual left turn lanes to provide a minimum storage length of 700 feet each in Phase 1 and extend to 850 feet each in Phase 3. To simplify constructability and reduce impacts to road users, the improvement is best installed in its entirety as a single operation in Phase 1.
- b) U.S. 15-501 and Willow Drive Intersection: The applicant shall make good faith efforts to obtain necessary right-of-way, construct dual eastbound left turn lanes with 450 feet of full storage each in Phase 1.
- c) U.S. 15-501 and Access 1 Intersection:
  - Retain existing southbound exclusive right turn lane on U.S. 15-501
  - Retain existing Right-In/Right-Out access with one ingress lane and one ingress lane.
  - Provide a minimum internal protected stem length of 225 feet and provide appropriate laneage and traffic controls at internal intersections to ensure acceptable operation and avoid spillback.
- d) S. Estes Drive and Site Access 2 Intersection: Construct a westbound exclusive right turn lane on S. Estes Drive with a minimum of 100 feet of full storage and appropriate deceleration taper in Phase 1.
- e) S. Estes Drive and Access 3 Intersection:
  - Construct a westbound exclusive right turn lane on S. Estes Drive with a minimum of 100 feet of full storage and appropriate deceleration taper in Phase 1.
  - Provide a minimum three-lane access consisting of one ingress lane and two egress lanes consisting of an exclusive left turn lane with a minimum 150 feet full storage and an exclusive right turn lane with a minimum 100 feet full storage.
  - Provide minimum internal protected stem length of 200 feet.
- f) S. Estes Drive and Access 4 Intersection:
  - Construct a westbound exclusive right turn lane on S. Estes Drive with a minimum of 100 feet of full storage and appropriate deceleration taper no later than Phase 3.
  - Provide a minimum three-lane access consisting of one ingress lane and two egress lanes consisting of a combination thru-left turn lane with a minimum 250 feet full storage and an exclusive right turn lane with a minimum 100 feet full storage.
  - Provide minimum internal protected stem length of 250 feet.
  - Monitor intersection for signalization warrants.

g) S. Estes Drive and Access 5 Intersection:

- Construct right-in/right-out access with one ingress lane and one egress lane.
- Provide median island on S. Estes Drive to effectively restrict left turn movements at the site access.

28. Street Lighting: Prior to issuance of a Zoning Final Inspection, the developer shall design and install street lighting along the site frontage on Estes Drive, US 15-501, and Willow Drive. Design and construction details including at signalized and unsignalized intersections must be approved by the Town Manager and NCDOT prior to issuance of a Zoning Compliance Permit. An approved phasing plan may detail the installation sequence for the lighting installation.
29. Driveway Permit: The developer must obtain an approved driveway permit and/or encroachment agreement(s) prior to beginning any proposed work within the NCDOT right-of-way. As a condition of the permit, the permittee shall be responsible for the design and construction of stipulated improvements in accordance with NCDOT requirements. An approved permit will be issued upon receipt of approved roadway and signal construction plans, inspection fees, and any necessary performance and indemnity bonds.
30. Multi-Use Path: Prior to Zoning Inspection Final for Pod D, the developer shall construct a 10 foot wide multi-use path along the north side of S. Estes Drive, and prior to the Zoning Inspection Final for Pod C along the west side of Fordham Boulevard in accordance with the Town's Design Manual. An approved phasing plan may detail the installation sequence for the multi-use paths.
31. Fordham Boulevard Multi-Use Path: The developer shall construct a multi-use path along the Fordham Boulevard frontage from Estes Drive to Willow Drive, including along the Binkley Baptist Church property. The design must be approved by the Town Manager and NCDOT prior to issuance of a Zoning Compliance Permit. An approved phasing plan may detail the installation sequence for the multi-use path.
32. Willow Drive Bicycle Lane: Prior to Zoning Inspection Final for Pod A, the developer shall construct a 4.5 foot wide bicycle lane along the east side of Willow Drive in accordance with the University Place Design Standards. The design must be approved by the Town Manager prior to issuance of a Zoning Compliance Permit.
33. Transportation Management Plan: Prior to issuance of a Zoning Compliance Permit for each phase, the developer shall provide either a new or updated transportation management plan for all non-residential uses for each pod area.
34. Pavement Markings: Any pavement markings proposed within the public street rights-of-way shall be long life thermoplastic. Pavement markers shall be installed if they previously existed on the roadways.
35. Sight Distance Triangles: Prior to issuance of a Certificate of Occupancy, the developer shall provide the Town of Chapel Hill with standard sight distance triangles at the proposed driveway locations.
36. Low Vision Design Features: Any proposed pedestrian facilities should incorporate low vision design features as feasible.

37. Repairs in Public Right-of-Way: Prior to issuance of a Certificate of Occupancy, the developer shall repair all damage for work in the public right-of-way related to the construction of this project, which may include pavement milling and overlay. The design of such repairs must be reviewed and approved by the Town Manager and NCDOT prior to issuance of a Zoning Compliance Permit.
38. Street Closure Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a public or publicly accessible street closure plan, subject to Town Manager and NCDOT approval, for any work requiring street, sidewalk, or lane closure(s).
39. Work Zone Traffic Control Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a Work Zone Traffic Control Plan and a Construction Management Plan for approval by the Town Manager and NCDOT. The Work Zone Traffic Control Plan shall comply with the U.S. Department of Transportation Manual on Uniform Traffic Control Devices. The Construction Management Plan shall provide staging, construction worker parking, construction vehicle routes, and hours of construction.
40. Traffic Signal Timing: Prior to issuance of the initial Zoning Compliance Permit, the developer shall provide a payment-in-lieu of \$25,000 to the Town for optimizing signal timing at several signalized intersections. An approved phasing plan may detail the timing of the required payment-in-lieu. The timing of the payment shall be related to the anticipated traffic volumes.
41. Willow Drive and Estes Drive: Prior to issuance of the Zoning Final Inspection, unless detailed in an approved phasing plan, for Pod A, the developer shall upgrade the traffic signal with pedestrian signals, high visibility crosswalks, APS Push buttons, and bicycle activated loops. The design, and construction standards shall be approved by the Town Manager and NCDOT prior to issuance of the Zoning Compliance Permit.
42. New Unsignalized Crosswalks: Prior to issuance of the Zoning Final Inspections in Pods A or D, whichever is first, the developer shall install high visibility crosswalks, appropriate wheel chair ramps, and rectangular rapid flashing beacons at all approved new unsignalized crosswalks on Estes Drive and Willow Drive accessing the site (on Estes Drive at entrance to Brookwood Condominiums; on Willow Drive at Conner Drive) unless modified by an approved phasing plan. The design, and construction standards of the above shall be approved by the Town Manager and NCDOT prior to issuance of the Zoning Compliance Permit.

#### **TOWN OF CHAPEL HILL – SPECIAL USE PERMIT STANDARD STIPULATIONS**

The following standard stipulations are supplemental to site-specific conditions as set by Town Council-approved resolution. Unless modified by the site-specific conditions noted above, these standards apply to all development permitted by Special Use Permits.

##### Access

43. Accessibility Requirements: Prior to issuance of a Certificate of Occupancy, the developer shall provide the minimum required handicapped infrastructure according to the Americans with Disabilities Act and associated codes and standards.

### Transportation

44. Transportation Management Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall submit a Transportation Management Plan, subject to Town Manager approval. The Transportation Management Plan shall include monitoring of electric vehicle parking spaces usage. [LUMO 4.5.2]
45. Bicycle Parking: Prior to issuance of a Zoning Compliance Permit, the developer shall provide dimensioned details that comply with the Town parking standards for required and/or proposed bicycle parking spaces. Bicycle parking spaces should be placed near building entrances. The spaces must comply with the Spring 2010 Association of Pedestrian and Bicycle Professionals Guidelines and the Class I and Class II bicycle parking standards required by the Town Design Manual. [LUMO 4.5.2]
46. Parking Lot: Any newly proposed parking lots, including additions to existing parking lots, shall be constructed to Town standards for dimensions and pavement design. [LUMO 5.9.5]
47. Parking Lot Landscape and Screening: The parking lot landscape design shall adhere to the standards of the Chapel Hill Land Use Management Ordinance. [LUMO 5.9.6]
48. Lighting: Prior to issuance of a Zoning Inspection Final, the developer shall design and install street lighting along the site frontage. Design and construction details must be approved by the Town Manager and the North Carolina Department of Transportation (NCDOT) prior to issuance of a Zoning Compliance Permit.
49. Driveway Permit: The developer must obtain an approved driveway permit and/or encroachment agreement(s) prior to beginning any proposed work within the NCDOT right-of-way. As a condition of the permit, the permittee shall be responsible for the design and construction of stipulated improvements in accordance with NCDOT requirements. An approved permit will be issued upon receipt of approved roadway and signal construction plans, inspection fees, and any necessary performance and indemnity bonds.
50. Pavement Markings: Any pavement markings proposed within the public street rights-of-way shall be long life thermoplastic. Pavement markers shall be installed if they previously existed on the roadways.
51. Off-Site Construction Easements: Prior to any development associated land disturbance on abutting properties, the developer shall provide documentation of approval from the affected property owner(s). [LUMO 5.8.1]
52. Sight Distance Triangles: Prior to issuance of a Certificate of Occupancy, the developer shall provide the Town of Chapel Hill with standard sight distance triangles at the proposed driveway locations. [Town Design Manual]
53. Low Vision Design Features: Any proposed pedestrian facilities should incorporate low vision design features as feasible. [LUMO 4.5.2]
54. Repairs in Public Right-of-Way: Prior to issuance of a Certificate of Occupancy, the developer shall repair all damage for work in the public right-of-way related to the construction of this project, which may include pavement milling and overlay. The design



of such repairs must be reviewed and approved by the Town Manager and NCDOT prior to issuance of a Zoning Compliance Permit. [Town Code 17-40]

55. Street Closure Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a street closure plan, subject to Town Manager and NCDOT approval, for any work requiring street, sidewalk, or lane closure(s). [Town Code 21-7.1]
56. Work Zone Traffic Control Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a Work Zone Traffic Control Plan and a Construction Management Plan for approval by the Town Manager and NCDOT. The Work Zone Traffic Control Plan shall comply with the U.S. Department of Transportation Manual on Uniform Traffic Control Devices. The Construction Management Plan shall provide staging, construction worker parking, construction vehicle routes, and hours of construction. [Town Code 17-47]

#### Landscaping and Building Elevations

57. Invasive Exotic Vegetation: Prior to issuance of a Zoning Compliance Permit, the developer shall identify on the planting plan any known invasive exotic species of vegetation, as defined by the Southeast Exotic Pest Plant Council (SE-EPPC), and provide notes indicating removal of these species from the landscape buffer areas prior to planting. [Town Design Manual]
58. Alternate Buffer: Prior to issuance of a Zoning Compliance Permit, review shall be required from the Community Design Commission for any proposed alternate buffer. [LUMO 5.6.8]
59. Landscape Protection: Prior to issuance of a Zoning Compliance Permit, a detailed Landscape Protection Plan shall be approved. The plan shall include a complete and currently updated tree survey showing critical root zones of all rare and specimen trees and labeled according to size and species. The plan shall also indicate which trees will be removed and which will remain. The plan shall also include standard notes, fencing details, and location of fencing. [LUMO 5.7.3]
60. Tree Protection Fencing: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a detail of a tree protection fence and a note on the Final Plans indicating that tree protection fencing will be installed prior to land-disturbing activity on the site. The plans shall include continuous tree protection fencing around construction limits and indicated construction parking and materials staging/storage areas, and Town standard landscaping protection notes, subject to Town Manager approval. [LUMO 5.7.3]
61. Landscape Planting Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a detailed Landscape Planting Plan with a detailed planting list, subject to Town Manager approval. [LUMO 4.5.3]
62. Tree Canopy: A minimum of tree canopy coverage shall be provided through a combination of retained and replanted trees, unless a modification to regulations is approved. Calculations demonstrating compliance with Chapel Hill Land Use Management Ordinance Section 5.7.2 shall be included. [LUMO 5.7.2]
63. Retaining Wall Construction: If applicable, the final design and location of all retaining walls shall be approved by the Town Manager prior to issuance of a Zoning Compliance Permit.

64. Demolition Plan: Prior to beginning any proposed demolition activity, the developer must obtain demolition permits from both the Planning and Inspections departments. While the demolition component may be submitted to Planning in tandem with the Zoning Compliance Permit for new construction, a separate stand-alone demolition permit shall be issued prior to an Inspection's Demolition permit. Further, prior to the issuance of a demolition permit for all existing structures 500 square feet or larger, Orange County Solid Waste staff shall conduct a deconstruction assessment pursuant to the County's Regulated Recyclable Materials Ordinance (RRMO).
65. Lighting Plan Approval: Prior to issuance of a Zoning Compliance Permit, the Community Design Commission shall review a lighting plan and shall take additional care during review to ensure that the proposed lighting plan will minimize upward light pollution and off-site spillage of light. [LUMO 8.5.5]
66. Community Design Commission Review: The Community Design Commission shall review the building elevations, including the location and screening of all HVAC/Air Handling Units for the site, prior to issuance of a Zoning Compliance Permit. [LUMO 8.5.5] Within the Town's historic districts, the Historic District Commission will act in place of the Community Design Commission. [LUMO 8.4.6]

#### Environment

67. Stormwater Management Plan: Development projects must comply with *Section 5.4 Stormwater Management* of the Chapel Hill Land Use Management Ordinance. [LUMO 5.4]
68. Phasing Plan: If phasing of the project is proposed, then the developer shall provide a Phasing Plan as part of the Zoning Compliance Permit. The Phasing Plan also shall detail which public improvements and stormwater management structures will be completed in each phase prior to requesting a Certificate of Occupancy. Construction for any phase shall not begin until all public improvements in previous phases have been completed, and a note to this effect shall be provided on the final plans. [LUMO 4.5.3]
69. Erosion Control Bond: If one acre or more is to be uncovered by land-disturbing activities for the project, then a performance guarantee in accordance with *Section 5-97.1 Bonds* of the Town Code of Ordinances shall be required prior to final authorization to begin land-disturbing activities. [Town Code 5-98]
70. Sediment Control: The developer shall take appropriate measures to prevent and remove the deposit of wet or dry sediments on adjacent roadways. [Town Code 5-86]
71. Erosion Control Inspections: In addition to the requirement during construction for inspection after every rainfall, the developer shall inspect the erosion and sediment control devices daily, make any necessary repairs or adjustments to the devices, and maintain inspection logs documenting the daily inspections and any necessary repairs. [Orange County Erosion Control]
72. Erosion Control: The developer shall provide a copy of the approved erosion and sediment control permit from Orange County Erosion Control Division prior to receiving a Zoning Compliance Permit. During the construction phase, additional erosion and sediment controls may be required if the proposed measures do not contain the

sediment. Sediment leaving the property is a violation of the Town's Erosion and Sediment Control Ordinance. [Town Code 5-98]

73. Stormwater Control Measure: The proposed stormwater control measures for the site shall be designed to meet the current North Carolina Division of Environmental Quality Design Manual and Town of Chapel Hill Public Works Engineering Design Manual. [LUMO 5.4.3]
74. Storm Drain Inlets: The developer shall provide pre-cast inlet hoods and covers stating, "Dump No Waste! Drains to Jordan Lake", in accordance with the specifications of the Town Standard Detail SD-4A, SD-5A, SD-5C include all applicable details\*, for all new inlets for private, Town and State rights-of-way. [Town of Chapel Hill Design Manual]
75. On-Site/Adjacent Stormwater Features: The final plans shall locate and identify existing site conditions, including all on-site and adjacent stormwater drainage features, prior to issuance of a Zoning Compliance Permit. The final plans must provide proper inlet protection for the stormwater drainage inlets on or adjacent to the site to ensure the stormwater drainage system will not be obstructed with construction debris. [Town of Chapel Hill Design Manual]
76. Repair/Replacement of Damaged Stormwater Infrastructure: Existing stormwater infrastructure that is damaged as a result of the project demolition or construction must be repaired or replaced, as specified by the Stormwater Management Engineer, prior to requesting a Certificate of Occupancy. [Town of Chapel Hill Design Manual]
77. Performance Guarantee: A performance and maintenance guarantee in an amount satisfiable to the Town Manager shall be provided to meet the requirement of Section 4.9.3 of the Land Use Management Ordinance prior to the approval of Constructional plans. The performance guarantees and maintenance guarantees shall be satisfactory as to their form and manner of execution, and as to the sufficiency of their amount in securing the satisfactory construction, installation, or maintenance of the required stormwater control measure. The performance surety shall be an amount equal to one hundred and twenty-five percent (125%) of the total cost of uncompleted stormwater control measure(s) and conveyances prior to final plat recordation. The total cost of the storm water control measure(s) and conveyance(s) shall include the value of all materials, piping and other structures, seeding and soil stabilization, design and engineering, grading, excavation, fill, and other work. The developer shall submit unit cost information pertaining to all storm water control measure(s) and/or bids from the grading contractor hired to perform the work and any change orders related thereto as a method to determine the basis for cost of the work. The final cost determination shall be made by the Stormwater Management Division, taking into consideration any additional costs as deemed necessary for completion of the stormwater control measure(s) and conveyance(s).

Upon completion of the storm water control measures(s) and other improvements and acceptance by the Town after final site inspection, the one hundred and twenty-five percent (125%) of the performance surety shall be released to the developer and a maintenance bond in an amount of twenty-five (25) percent of the construction cost estimate shall submitted by the developer prior to the issuance of certificate of occupancy. No sooner than one year after the recording date of the deed(s), easements and maintenance agreement, the owner may request release of the remainder of the

maintenance bond. Upon request by the owner, the Stormwater Management Division shall inspect the storm water control structure(s) to determine that the storm water measure(s) are performing as required by this Ordinance. The Stormwater Management Division, upon determining that the storm water control(s) are performing as required by this Ordinance, and after any repairs to the storm water control structure(s) are made by the owner, shall release the remaining maintenance bond. [LUMO 4.9.3]

78. Energy Efficiency: Prior to issuance of a Zoning Compliance Permit, an energy efficiency plan shall incorporate a "20 percent more energy efficient" feature relative to the 90.1 energy efficiency standard of the American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE), as amended and in effect at the time of Special Use Permit issuance. Comparable standards generally recognized as applicable to building energy consumption, as amended and in effect at the time of building permit issuance, may be used by the developer when incorporating the "20 percent more energy efficient" feature into the final plans. An energy model should be used to demonstrate that the design will meet the aforementioned energy performance target. [Town Policy April 2007]
79. Energy Management Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall submit an Energy Management Plan (EMP) for Town approval. The plan shall: a) consider utilizing sustainable energy, currently defined as solar, wind, geothermal, biofuels, hydroelectric power; b) consider purchase of carbon offset credits and green power production through coordination with the NC GreenPower program; c) provide for 20 percent more efficiency that also ensures indoor air quality and adequate access to natural lighting, and allows for the proposed utilization of sustainable energy in the project; and (d) if requested, provide for the property owner to report to the Town of Chapel Hill the actual energy performance of the plan, as implemented, during the period ending one year after occupancy. [Town Policy April 2007]

#### Recreation

80. Recreation Space (Multi-Family): A minimum of 25 percent of the required Recreation Space for the project shall be provided in the form of a payment in lieu. The payment in lieu shall be paid prior to the issuance of a Zoning Compliance Permit.
81. Recreation Area (Subdivision): A minimum of 25 percent of the required Recreation Area for the project shall be provided in the form of a payment in lieu. The payment in lieu shall be paid prior to the issuance of a Zoning Compliance Permit.

#### Water, Sewer, and Other Utilities

82. Utility/Lighting Plan Approval: The final utility/lighting plan shall be approved by Orange Water and Sewer Authority (OWASA), Duke Energy Company, other applicable local utility service providers, and the Town Manager before issuance of a Zoning Compliance Permit. The developer shall be responsible for assuring that these utilities can continue to serve the development. In addition, detailed construction drawings shall be submitted to OWASA for review/approval prior to issuance of a Zoning Compliance Permit. [LUMO 4.5.3]
83. Lighting Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall submit site plans, sealed by a Professional Engineer, for Town Manager approval, as well as other required documents to satisfy the lighting requirements of Section 5.11 of the Land Use Management Ordinance including: submission of a lighting plan; providing for

adequate lighting on public sidewalks, including driveway crossings; and demonstrating compliance with Town standards. [LUMO 5.11]

84. Water/Sewer Line Construction: All public water and sewer plans shall be approved by and constructed according to OWASA standards. Where sewer lines are located beneath drive aisles and parking areas, construction methods approved by OWASA shall be employed to ensure that sewer lines will not be damaged by heavy service vehicles. [LUMO 5.12.1]
85. OWASA Approval: Prior to issuance of a Zoning Compliance Permit, any easement plats and documentation as required by OWASA and the Town Manager shall be recorded. [LUMO 5.12]
86. Irrigation: If permanent irrigation is proposed to support landscaping, an irrigation plan shall be submitted which includes the use of smart technologies to conserve water and energy.

#### Homeowner Association

87. Homeowners' Association: That a Homeowners' Association shall be created that has the capacity to place a lien on the property of a member who does not pay the annual charges for maintenance of all common areas, however designated. The Homeowners' Association documents shall be approved by the Town Manager prior to recordation at the Orange County Register of Deeds Office and shall be cross-referenced on the final plat. The Homeowners' Association documents shall comply with Section 4.6.7 of the Land Use Management Ordinance. That the Homeowners' Association covenants shall not exclude home occupation businesses as regulated by the Town of Chapel Hill.
88. Homeowners' Association Responsibilities: The Homeowners' Association shall be responsible for the maintenance, repair, and operation of required bufferyard(s), open space, recreation areas, paths, community garden, and shared stormwater management facilities.
89. Dedication and Maintenance of Common Area to Homeowners' Association: That the developer provide for Town Manager review and approval, a deed conveying to the Homeowners' Association all common areas, however designated, including the community garden; recreation space; open space and common areas; the bufferyards; and stormwater management facilities. That the Homeowners' Association shall be responsible for the maintenance of the proposed internal subdivision roads until the NCDOT or the Town assumes ownership of the internal streets. These documents shall be reviewed and approved by the Town Manager prior to recordation at the Orange County Register of Deeds Office and cross-referenced on the final plat.
90. Solar Collection Devices: That the Homeowners' Association, or similar entity, shall not include covenants or other conditions of sale that restrict or prohibit the use, installation, or maintenance of solar collection devices, including clotheslines.

#### Fire Safety

91. Fire Sprinklers: The developer shall install sprinklers under the North Carolina Fire Protection Code (NC FPC) prior to issuance of a Certificate of Occupancy. Prior to issuance of a Zoning Compliance Permit, the plans shall show all proposed fire department connections to such systems. [TOWN CODE 7-56]

92. Gates and Barricades: Where required or authorized by the fire code official and permanent or temporary (construction), any gates across fire apparatus access roads shall be a minimum width of 20 feet, be of swinging or sliding type, have an emergency means of operation, shall be openable by either forcible entry or keyed, capable of being operated by one person, and shall be installed and maintained according to UL 325 and ASTM F 2200. [NC FPC 2018, 503.5, 503.6, D103.5]
93. Grade and Approach: Fire apparatus access roads shall not exceed 10 percent in grade unless approved by the fire chief, and all approach and departure angles shall be within the limits established based on the Fire Department's apparatus. [NC FPC -2018, 503.2.7, 503.2.8 and D103.2]
94. Fire Protection and Utility Plan: A fire flow report for hydrants within 500 feet of each building shall be provided and demonstrate the calculated gallons per minute with a residual pressure of 20 pounds per square inch. The calculations should be sealed by a professional engineer licensed in the State of North Carolina and accompanied by a water supply flow test conducted within one year of the submittal. Refer to the Town Design Manual for required gallons per minute.
95. Fire Department Connections and Standpipes: When the building being constructed requires standpipes, a temporary standpipe connection will be constructed with ready Fire Department Access when the building is not more than 40 feet in height. Such standpipes shall provide usable connections adjacent to the stairs and shall continue with building progression always being not more than one floor below the highest floor of the building. [NC FPC 912 & NC FPC 2018 3313]
96. Fire Command Center: Where required in the North Carolina Fire Protection Code and in all high rise buildings, a fire command center must be constructed in accordance with Section 508, NC FPC 2018.
97. Aerials: Where a building exceeds 30 feet in height OR 3 stories above the lowest level of Fire Department Access, overhead power and utility lines shall not be allowed within the aerial apparatus access roadway and the roadway shall have an unobstructed width of 26 feet exclusive of the shoulders. At least one of the apparatus access roadways shall be located within a minimum of 15 feet and maximum of 30 feet from one complete side of the building. [NC FPC 2018 D105.1, D105.2, D105.3, D105.4]
98. Fire Apparatus Access Road: Any fire apparatus access roads (any public/private street, parking lot access, fire lanes and access roadways) used for fire department access shall be all-weather and designed to carry the imposed load of fire apparatus weighing at least 80,000 lbs. Fire apparatus access roads shall have a minimum width of 20 feet exclusive of shoulders with an overhead clearance of at least 13 feet 6 inches for structures not exceeding 30 feet in height and shall provide access to within 150 feet of all exterior portions of the building. Structures exceeding 30 feet in height shall be provided with an aerial apparatus access road 26 feet in width in the immediate vicinity of the building or portion thereof and shall provide at least one of the required access roads to be located not less than 15 feet and not more than 30 feet from the structure parallel to one entire side of the structure. [NC FPC 2018 502.1, 503.1.1, 503.2.1, D102.1 SECOND ACCESS DEPENDENT UPON NORTH CAROLINA DEPARTMENT OF TRANSPORTATION APPROVAL]

99. Dead End Access Roads: Dead end fire apparatus access roads exceeding 150 feet shall have a designated turn around. The turnaround shall meet one of the design standards of NC FPC 2018, Appendix D table D 103.4.
100. Building Height: Buildings exceeding 30 feet or three stories in height must have at least two means of fire apparatus access separated by at least one half the diagonal distance of the building. [NC FPC 2018, D104.1, D104.3 DEPENDENT UPON NORTH CAROLINA DEPARTMENT OF TRANSPORTATION APPROVAL]
101. Fire Access: Prior to issuance of a Certificate of Occupancy, fire access shall be reviewed and approved by the Town of Chapel Hill.
102. Fire Apparatus Access Road Authority: The fire code official shall have the authority to increase the minimum access widths where they are deemed inadequate for fire and rescue operations. [NC FPC 2018 503.2.2]
103. Hydrants Active: The developer shall provide active fire hydrant coverage, acceptable to the Fire Department, for any areas where combustible construction materials will be stored or installed, prior to having such materials delivered to the site. All required fire hydrants must be installed, active, and accessible for the Fire Department use prior to the arrival of combustible materials on site. Fire protection systems shall be installed according to Town Ordinance, the NC Fire Protection Code, and National Fire Protection Association Standard #13. [NC Fire Protection Code 2018 Section 501.1 & 3312]
104. Fire Hydrant and FDC Locations: The Final Plans shall indicate the locations of existing and proposed fire hydrants and Fire Department Connections (FDC). Fire Department Connections shall be located on the street side of the building within 100 feet of a hydrant. Hydrant spacing shall comply with the Town Design Manual. Design shall be reviewed and approved by the Town Manager prior to issuance of a Zoning Compliance Permit. [NC FPC 2018 Section 501.5.1.1]
105. Firefighting Access During Construction: Vehicle access for firefighting shall be provided to all construction or demolition sites including vehicle access to within 100 feet of temporary or permanent fire department connections and hydrants. Vehicle access shall be provided by either temporary or permanent roads capable of supporting vehicle loading under all weather conditions. [NC FPC 2018, Section 3310.1]
106. Premise Identification: Approved building address numbers, placed in a position acceptable to the fire code official, shall be required on all new buildings. [NC FPC 2018, 505.1]
107. Key Boxes: Where required by the fire code official, a secure key box, mounted on the address side of the building, near the main entrance, shall be provided to ensure adequate access to the building based on life safety and/or fire protection needs. [NC FPC 2018, 506]
108. Automatic Fire Sprinkler System Required: An automatic fire sprinkler system meeting the requirements of NFPA Standard #13 and Town Code 7-56 is required to be installed in non-residential construction.
109. Fire Department Connections, Locations: Any required FDCs for any buildings shall meet the design and installation requirements for the current, approved edition of

NFPA 13, 13D, 13R, or 14 of the NC FPC 2018 and Town Code 7-38 for location. FDCs shall be installed within 100 feet of a hydrant or unless otherwise approved by the fire code official and shall not be obstructed or hindered by parking or landscaping. FDCs shall be equipped with National Standard Thread (NST) and be a 2.5" siamese.

110. Fire Department Connections, Installation: A working space of not less than 36 inches in width and depth and a working space of 78 inches in height shall be provided on all sides with the exception of wall mounted FDCs unless otherwise approved by the fire code official. The FDCs where required must be physically protected from impacts by an approved barrier. [NC FPC 2018, 912.1, 912.2 912.2.1, 312]
111. Fire Apparatus Access for Chapel Hill Fire Department: All fire department access determinations shall be based upon Chapel Hill Fire Department apparatus specifications (data specifications provided by Office of the Fire Marshal/Life Safety Division) and field verification. All proposed fire department access designs shall be reviewed and shall also pass field inspection.
112. Fire Flow Report: The Final Plan application shall include a fire flow report sealed by an Engineer registered in the State of North Carolina. An OWASA flow test must be provided with the report. Fire flow shall meet the 20 psi or exceed the requirements set forth in the Town Design Manual. The Fire Flow Report shall be reviewed and approved by the Town Manager prior to issuance of a Zoning Compliance Permit. [Town Design Manual]
113. Fire Lane: Prior to issuance of a Certificate of Occupancy, any fire lane shall be marked and signed in accordance with Town standards, with the associated plans approved by the Town Manager prior to issuance of a Zoning Compliance Permit. [NC FPC, Sections 2018 503.3, D103.6, D103.6.1, D103.2]
114. Emergency Responder Radio Coverage in New Buildings: All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. [NC FPC 2018 Section 510.1]

#### Solid Waste Management and Recycling

115. Solid Waste Management Plan: Prior to issuance of a Zoning Compliance Permit, a detailed Solid Waste Management Plan, including a recycling plan and a plan for managing and minimizing construction debris, shall be approved by the Town Manager and Orange County Solid Waste (OCSW). The plan shall include dimensioned, scaled details of any proposed refuse/recycling collection areas, associated screening, and protective bollards, if applicable. Each bulk waste container shall be labeled as to type of material to be collected. If a refuse compactor is proposed or if the collection enclosure is not accessible by Town vehicles, the developer shall provide documentation of an agreement for solid waste collection by a private provider prior to issuance of a Zoning Compliance Permit. [Orange County Solid Waste]
116. Construction Waste: Clean wood waste, scrap metal and corrugated cardboard (Regulated Recyclable Materials), all present in construction waste, must be recycled. All haulers of construction waste containing Regulated Recyclable Materials must be properly licensed with Orange County Solid Waste. The developer shall provide the



name of the permitted waste disposal facility to which any land clearing or demolition waste will be delivered. [Orange County Solid Waste]

117. Deconstruction Assessment: For any existing structure 500 square feet or larger a deconstruction assessment shall be conducted by OCSW staff prior to the issuance of a demolition permit pursuant to the County's Regulated Recyclable Materials Ordinance (RRMO). Prior to any demolition or construction activity on the site, the developer shall hold a pre-demolition/pre-construction conference with Solid Waste staff. This may be held at the same pre-construction meeting held with other development/enforcement officials.

#### State and Federal Approvals

118. State or Federal Approvals: Any required State or federal permits or encroachment agreements (e.g., 401 water quality certification, 404 permit) shall be approved and copies of the approved permits and agreements be submitted to the Town of Chapel Hill prior to the issuance of a Zoning Compliance Permit. [NC State; Federal Permits]
119. North Carolina Department of Transportation Approvals: Prior to issuance of a Zoning Compliance Permit, plans for any improvements to State-maintained roads or in associated rights-of-way shall be approved by NCDOT. [NC Department of Transportation]

#### Miscellaneous

120. Construction Management Plan: A Construction Management Plan shall be approved by the Town Manager prior to issuance of a Zoning Compliance Permit. The construction management plan shall: 1) indicate how construction vehicle traffic will be managed, 2) identify parking areas for on-site construction workers including plans to prohibit parking in residential neighborhoods, 3) indicate construction staging and material storage areas, 4) identify construction trailers and other associated temporary construction management structures, and 5) indicate how the project construction will comply with the Town's Noise Ordinance. [Town Design Manual Chapter 10]
121. Traffic and Pedestrian Control Plan: The developer shall provide a Work Zone Traffic Control Plan for movement of motorized and non-motorized vehicles on any public street that will be disrupted during construction. The plan must include a pedestrian management plan indicating how pedestrian movements will be safely maintained. The plan must be reviewed and approved by the Town Manager prior to the issuance of a Zoning Compliance Permit. At least 5 working days prior to any proposed lane or street closure the developer must apply to the Town Manager for a lane or street closure permit. [Town Code 17-42]
122. Construction Sign Required: The developer shall post a construction sign at the development site that lists the property owner's representative and telephone number, the contractor's representative and telephone number, and a telephone number for regulatory information at the time of issuance of a Building Permit, prior to the commencement of any land disturbing activities. The construction sign may have a maximum of 32 square feet of display area and maximum height of 8 feet. The sign shall be non-illuminated, and shall consist of light letters on a dark background. Prior to the issuance of a Zoning Compliance Permit, a detail of the sign shall be reviewed and approved by the Town Manager. [LUMO 5.14.4]

123. Schools Adequate Public Facilities Ordinance: If applicable, the developer shall provide the necessary Certificates of Adequacy of Public Schools or an exemption prior to issuance of a Zoning Compliance Permit. [LUMO 5.16]
124. Open Burning: The open burning of trees, limbs, stumps, and construction debris associated with site development is prohibited. [Town Code 7-7]
125. Detailed Plans: Prior to the issuance of a Zoning Compliance Permit, final detailed site plans, grading plans, utility/lighting plans, stormwater management plans (with hydrologic calculations), landscape plans, and landscape maintenance plans shall be approved by the Town Manager. Such plans shall conform to plans approved by this application and demonstrate compliance with all applicable regulations and the design standards of the Chapel Hill Land Use Management Ordinance and the Design Manual. [LUMO 4.5.3]
126. Certificates of Occupancy: No Certificates of Occupancy shall be issued until all required public improvements are complete. A note to this effect shall be placed on the final plats.  
  
If the Town Manager approves a phasing plan, no Certificates of Occupancy shall be issued for a phase until all required public improvements for that phase are complete, and no Building Permits for any phase shall be issued until all public improvements required in previous phases are completed to a point adjacent to the new phase. A note to this effect shall be placed on the final plats.
127. Traffic Signs: The developer shall be responsible for placement and maintenance of temporary regulatory signs before issuance of any Certificates of Occupancy.
128. New Street Names and Numbers: The name of the development and its streets and house/building numbers shall be approved by the Town Manager prior to issuance of a Zoning Compliance Permit.
129. As-Built Plans: Prior to the issuance of a Certificate of Occupancy, the developer shall provide certified as-built plans for building footprints, parking lots, street improvements, storm drainage systems and stormwater management structures, and all other impervious surfaces, and a tally of the constructed impervious area. The as-built plans should be in DXF binary format using State plane coordinates and NAVD 88. [Town Design Manual Chapter 10]
130. Vested Right: This Special Use Permit or Special Use Permit Modification constitutes a site specific development plan (and is defined as such in the Chapel Hill Land Use Management Ordinance) establishing a vested right as provided by N.C.G.S. Section 160A-385.1 and the Chapel Hill Land Use Management Ordinance. During the period of vesting this permit may be subject to subsequent changes to Town regulations to the extent such regulations have been enacted under authority other than the Town's zoning authority.
131. Continued Validity: Continued validity and effectiveness of this approval shall be expressly conditioned on the continued compliance with the plans and conditions listed above.
132. Non-Severability: If any of the above conditions is held to be invalid, approval in its entirety shall be void.

133. Not-Comprehensive: The listing of these standard stipulations, and the specific stipulations applicable to this Permit, is not intended to be comprehensive and does not exclude other state and local laws and regulations which may be applicable to this Permit and development project.

BE IT FURTHER RESOLVED that the Council hereby approves the application for a Special Use Permit Modification for University Place at 201 S. Estes Drive.

This the 9<sup>th</sup> day of June, 2021.

**RESOLUTION B**  
(Denying the Request)

**A RESOLUTION DENYING AN APPLICATION FOR SPECIAL USE PERMIT  
MODIFICATION FOR UNIVERSITY PLACE, 201 S. ESTES DRIVE (2021-06-09/R-9)**

BE IT RESOLVED by the Council of the Town of Chapel Hill that it finds that a Special Use Permit Modification application, proposed by Jessica Hardesty of McAdams, on behalf of RRPV University Chapel Hill Limited Partnership, located at 201 S. Estes Drive on property identified as Orange County Property Identifier Number 9799-12-5797, if developed according to the plans dated November 15, 2019 and last revised November 12, 2020, the Design Guidelines dated November 13, 2020, and the conditions below would not:

1. Be located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;
2. Comply with all required regulations and standards of the Land Use Management Ordinance;
3. Be located, designed, and operated so as to maintain or enhance the value of contiguous property; and
4. Conform to the general plans for the physical development of the Town as embodied in the Land Use Management Ordinance and in the 2020 Comprehensive Plan.

BE IT FURTHER RESOLVED that the Council hereby denies the request for the University Place Special Use Permit Modification at 201 S. Estes Drive.

This the 9<sup>th</sup> day of June, 2021.

## PLANNING COMMISSION

*The charge of the Planning Commission is to assist the Council in achieving the Town's Comprehensive Plan for orderly growth and development by analyzing, evaluating, and recommending responsible town policies, ordinances, and planning standards that manage land use and involving the community in long-range planning.*

### RECOMMENDATION FOR THE SPECIAL USE PERMIT MODIFICATION FOR UNIVERSITY PLACE, 201 S. ESTES DRIVE

**April 6, 2021**

**Recommendation to Council:** Approval ☐ Approval with Conditions ☒ Denial ☐

**Motion:** Commissioner Bench moved and Commissioner Losos seconded to recommend Town Council adopt Resolution A, approving the application for Special Use Permit Modification for University Place, 201 Estes Drive with the following conditions and recommendations:

- Decrease the allowed impervious surface area to meet current ordinance standard of 70% maximum impervious surface ratio.
- Increase the amount of required tree canopy coverage to meet the current required ordinance standard of 30% minimum tree canopy coverage.
- Further reduce parking totals and reduce required minimum parking on-site.
- Greatly increase the amount of bicycle parking on-site.
- Provide unbundled parking options, granting tenants the option of paying for parking spaces or not.
- Engage with the Chapel Hill Farmers Market to provide permanent and shared-use infrastructure that suits their long-term needs.
- New constructed stand-alone buildings shall be more than one story in height.
- Reduce the number of proposed signs and sign size along Fordham Boulevard.

**Vote:** 9-0

**Ayes:** Chair Michael Everhart, Vice Chair James Baxter, Neal Bench, Melissa McCullough, John Rees, Stephen Whitlow, Elizabeth Losos, Louie Rivers, Buffie Webber

**Nays:**

**Prepared by:** Michael Everhart, Chair, Planning Commission  
Jake Lowman, Senior Planner, Staff Liaison to Planning Commission

## COMMUNITY DESIGN COMMISSION

*The charge of the Community Design Commission is to assist the Council in guiding the Town's vision on aesthetics, character, and function to focus community growth through advice, advocacy and implementation of the Council's policies and review of proposed development in key areas of the community.*

### RECOMMENDATION FOR SPECIAL USE PERMIT AT UNIVERSITY PLACE

April 27, 2021

**Recommendation:**    **Approval** ☒                      **Approval with Conditions** ☐                      **Denial** ☐

**Motion:** John Weis moved and Ted Hoskins seconded a motion to recommend for approval of the block plan, noting specific support for block square footages, specific uses and the road network. Support was not included for min/max for building footprints as proposed.

**Vote:**                      5-0

**Yeas:**                      Dancy, Hoskins, Lyons, Patnaik and Weis

**Nays:**                      NA

Prepared by:            Adam Nicholson, Senior Planner

## ENVIRONMENTAL STEWARDSHIP ADVISORY BOARD

*The charge of the environmental stewardship advisory board will be to assist the Chapel Hill Town Council in strengthening environmentally responsible practices that protect, promote and nurture our community and the natural world through advice and program support.*

### RECOMMENDATION FOR SPECIAL USE PERMIT FOR UNIVERSITY PLACE LOCATED AT 201 S. ESTES DRIVE

March 30, 2021

**Recommendation to Council:**    Approval ☐    Approval with Conditions ☒    Denial ☐

**Motion:** Bruce Sinclair moved and Tom Henkel seconded a motion to recommend that the Council approve the special use permit for a mixed used redevelopment of existing University Place mall, located at 201 S. Estes Dr., with the following conditions and special considerations.

**Vote:**                      6-3

**Aye:**    Chair Maripat Metcalf, Grace Elliott, Julie Gras-Najjar, Thomas Henkel, Bruce Sinclair, and Lucy Vanderkamp

**Nay:**    Vice-Chair Adrienne Tucker, Julie McClintock, and Marirosa Molina

Reasons Cited for Voting Against:

- Adrienne Tucker: acknowledged that this is a difficult lot to build on, but would like to see more from the applicant regarding sustainable design.
- Marirosa Molina: expressed concern that the project is in the floodplain and that the applicant isn't doing enough to meet the minimum requirements for tree canopy and impervious surface.
- Julie McClintock: acknowledged that this is a difficult place to build, but would like to see something more cutting edge regarding sustainable design.

**Conditions:**

- Present more detail about: energy consumption, types of energy used, rainwater and stormwater
- Meet with the Stormwater Management Utility Advisory Board
- Utilize solar energy to reduce greenhouse gas emissions

- Due to heat and environmental health concerns, plant only natural vegetation and if an artificial turf is used, avoid crumb rubber base
- Support the increase in tree canopy and encourage a higher percentage than the proposed 20%, which is below the 30% standard
- Upon termination of leases, explore opportunities for additional green spaces
- Support the decrease in impervious surface and encourage a lower percentage than the proposed 75%, which is above the 70% standard
- Place reflective surfaces on roofs before installing solar
- Install rooftop rainwater capture for irrigation and non-potable water use and to reduce stormwater impacts

**Special Considerations:**

- Build structured parking to reduce impervious surface and increase area for tree planting
- Install stormwater retention tanks to moderate runoff
- Suggest that Council ask for additional detail about the multi-family units (e.g., mix of unit types, parking, amenities, appliance types)

Prepared by: Maripat Metcalf, Chair, Environmental Stewardship Advisory Board  
John Richardson, Community Resilience Officer, Staff Liaison to ESAB



## TRANSPORTATION AND CONNECTIVITY ADVISORY BOARD

*To assist the Chapel Hill Town Council in creating an inclusive connected community by recommending, advocating and planning for comprehensive, safe, effective and sustainable multi-modal transportation and connectivity*

### RECOMMENDATION University Place Redevelopment (Project #19-130) March 23, 2021

**Recommendation:**    **Approved**    ☐        **Approval with Conditions**    ☒        **Denied**    ☐

**Motion:**        Vice-Chair Susanne Kjemtrup-Lovelace moved, and Denise Matthews seconded, to recommend approval of the special use permit modification with the following conditions:

- a) Developer coordinate with Chapel Hill Transit to explore additional bus stop(s) within development.
- b) Developer meets with community bicycle advocacy groups to determine ideal bicycle parking locations.
- c) Developer install additional traffic calming treatments on the interior roadway network.
- d) Developer coordinate with Town Staff to consider pedestrian, bicycle, and non-motorized routes within the development to prioritize safety, directness, and experience for all ages and abilities.

**Vote:    7-1**

**Ayes: Heather Brutz (Chair), Susanne Kjemtrup-Lovelace (Vice-Chair), Eric Allman, Brian Hageman, Nikki Abija, Denise Matthews and Katie Huge**

**Nays: Rudy Juliano**

Prepared by: Heather Brutz, Chair, Transportation and Connectivity Advisory Board  
Jomar Pastorelle, Transportation Planner I

**HOUSING ADVISORY BOARD**  
**March 9, 2021**

*The charge of the Housing Advisory Board is to assist the Chapel Hill Town Council in promoting and developing a full spectrum of housing opportunities that meet the needs of the Chapel Hill community.*

**RECOMMENDATION**  
**UNIVERSITY PLACE DEVELOPMENT APPLICATION**  
**201 S. ESTES DRIVE**

**Recommendation:**    Approval ☒    Approval with Conditions ☐    Denial ☐

**Motion:** A motion was made by Mark Shelburne seconded by Anne Hoole, that the University Place Application be recommended for approval by the Town Council. The motion carried by a unanimous vote.

**Vote:**                    5-0

Ayes: Sue Hunter (Chair), Dustin Mills (Vice-Chair), Anne Hoole,  
Laura Cowen, Mark Shelburne

Nays:

Prepared by:        Sue Hunter, Housing Advisory Board Chair  
                             Nate Broman-Fulks, Staff

## MEMORANDUM

TO: Mayor and Town Council

FROM: Chad Pickens, Chair, Stormwater Management Utility Advisory Board

SUBJECT: University Place recommendations

DATE: April 27, 2021

On behalf of the Stormwater Management Utility Advisory Board (Board), I present the following recommendations concerning the University Place Modification to the Special Use Permit (SUP) application.

The Board held a virtual meeting on Thursday, April 22, 2021 to receive a presentation from the applicant; to receive input from residents; and to prepare recommendations, which were finalized at the Board's meeting on April 27, 2021.

Given that flooding is a persistent and increasingly destructive problem in the larger Bolin Creek watershed, the Town needs to take advantage of every retrofit and redevelopment project as an opportunity to improve stormwater management.

Therefore, any positive comment made by this Board in terms of stormwater will, at a minimum, meet all three of the following general standards:

- Reduced impervious surface, or at least no net increase in impervious surface;
- Reduced footprint in the floodplain or at least no net increase; and
- Increased stormwater treatment (water quality).

Specific recommendations:

1. The Board does not support the request for modification to the regulations for the impervious area ratio (75% proposed by the applicant). The Board supports the reduction of the impervious area ratio to 70% for the 17.5-acre portion of the property that is subject to this SUP modification application. This would still require approval of a modification to the regulations as the overall impervious area ratio would be approximately 72%.
2. If the 70% impervious area ratio cannot be met for this portion of the site, then the use of green roofs or rainwater harvesting for reuse should be included to account for the difference.
3. Future phases should incorporate additional measures to further meet the 70% impervious area ratio requirement.
4. There should be no loss of effective flood storage on this site, which is in addition to meeting the no-rise in the Base Flood Elevation requirement.
5. The Board supports the use of pervious pavement and the approximately 30,000 sq. ft. of additional impervious area that is proposed to be treated in the enlarged and improved bioretention basins.

A motion to approve these recommendations was made by Mr. Klakovich; Mr. Bevington seconded the motion. In a roll call vote, the motion was approved unanimously (9-0).

Members present: Pickens; Post; Clarke; Stowe; Schultz; Wang; Klakovich; Hearn; Bevington  
Member(s) absent: None

Thanks for the opportunity to review this latest draft of the University Place Design Standards. Below are comments addressing specific sections or pages of the standards.

### **Design Criteria: Street Frontages**

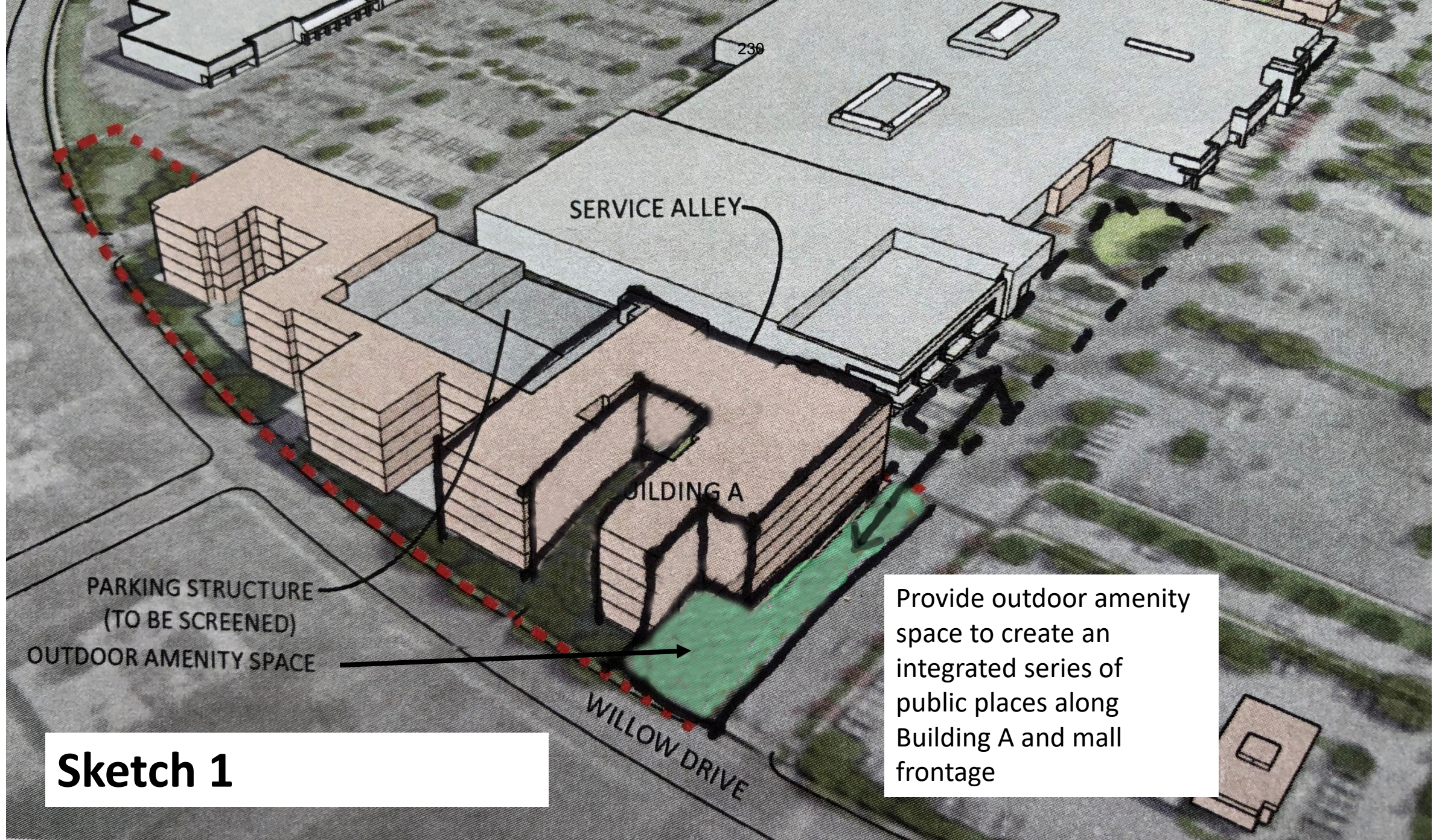
1. Page 22-Internal Main Street Driveway: In the “Streetscape” section, “Outdoor Amenity Space”, the passage states “min, if provided: 10 feet”. This will be a key public space for enhancing the character of the town center, and will be a space with a community focus as well. While recognizing that the exact size, configuration, and character of the space will be determined in the future according to development conditions, it is recommended to remove the words “if provided” to reinforce the understanding that some kind of public amenity space will be provided. Also, the noted 10’ minimum width is very narrow, not allowing for much of any useful space. Suggest increasing to 20’, with flexibility for alternatives per staff review and approval.
2. Page 23-5. Internal Typical Driveway: In the ultimate buildout of University Place, all of these streets should resemble typical urban streets with sidewalks, street trees, and other streetscape amenities such as bike racks, trash receptacles, urban pedestrian-scaled street lighting, etc. Suggest adding the passage “Pedestrian accommodation and enhancements will be provided along of all the Internal Typical Driveways, according to the specific cross sectional properties of each street segment as future redevelopment occurs” with flexibility for alternatives per staff review and approval.

### **Development Options-Pods**

Although these examples are very conceptual in nature, they are helpful in beginning to portray some of the place character qualities that can be realized by application of the Framework Plan and Design Standards. The Outdoor Amenity Space character examples are illustrating active mixed-use places that fit with idea of a town center. My main comment about the public place character and distribution is that they are spaces mostly internal to the property and while distributed throughout the redevelopment area, the proposed public place network could be better connected to the edges of the site, to create vibrant places where the community interfaces with University Place and offering some “front door” spaces or landscapes that draw pedestrians into the new walkable town center. Attached are two sketches illustrating some ideas in this regard.

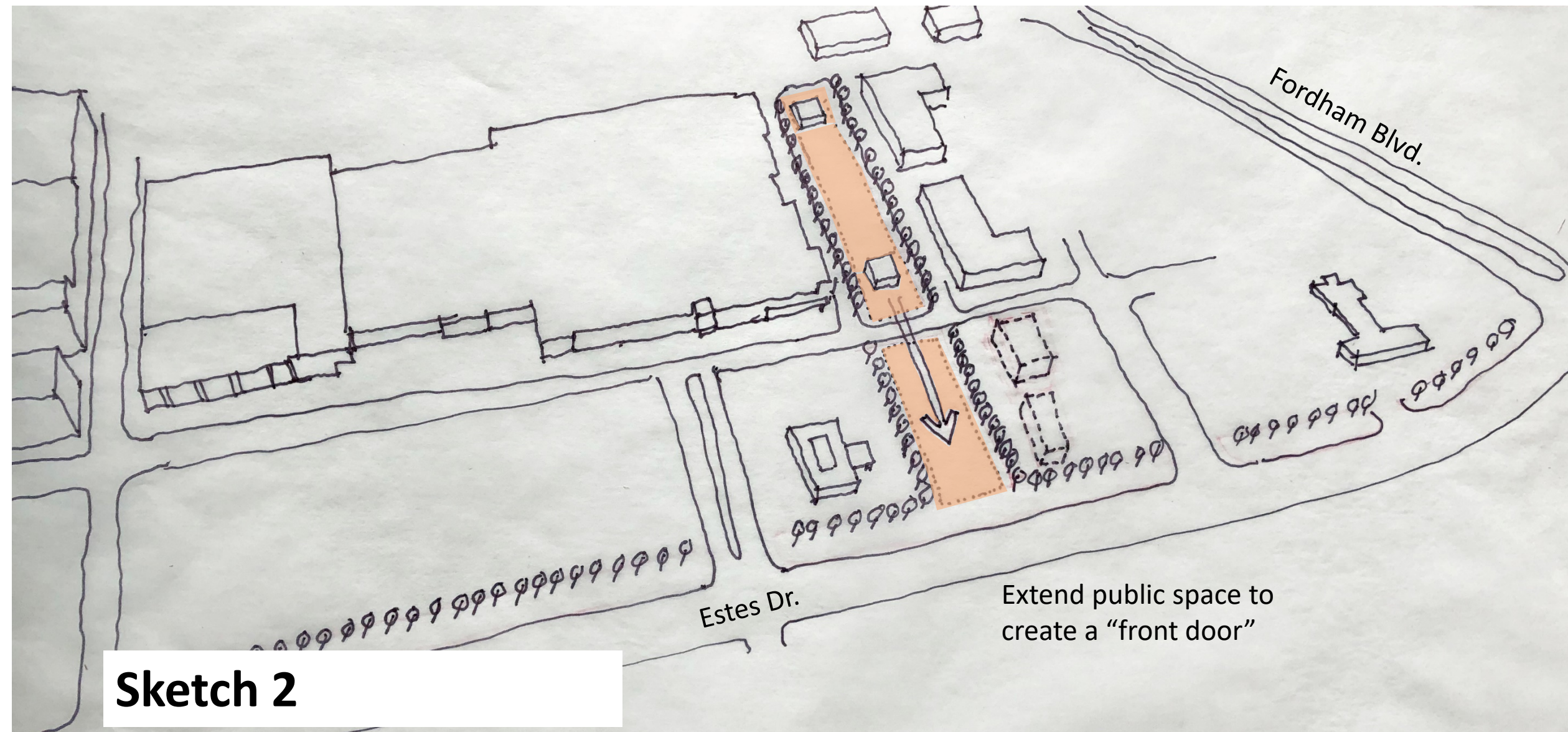
3. Sketch 1 (Pod A): Rather than providing the outdoor amenity space in a liner lawn strip along Willow Drive, suggest focusing it at the corner of Willow and the mall entrance drive, extending east to connect to the outdoor pedestrian area in front of the cinema and to the proposed new public place further east, creating an integrated series of public places connecting the community and the town center. Also, given that the proposed street between Pod A and the cinema is now considered a service street for loading and service, suggest having the conceptual Private Courtyard for Building A open up to the Willow Drive frontage, which can also serve to break down Building A’s massing along the street.
4. Sketch 2 (Pod D): Suggest looking for ways to make it seem like the central park/green space/plaza in Pod “C” extends southward to Estes. The character of this space could take various forms. It could be green space, a plaza, or a combination of both. Another possibility would be for it to still accommodate some parking, but feature some decorative paving and landscape that would allow the area to become a kind of “mixed use” parking lot, where a farmer’s market or other occasional gathering could occur. Whatever its character becomes, it is suggested that proposed new buildings A & B be located along this extension to help spatially define it.





**Sketch 1**



**Sketch 2**

June 4, 2021

Ms. Colleen Willger  
Director of Planning  
405 M.L.K. Jr Blvd  
Chapel Hill, NC 27514

Dear Ms. Willger:

We appreciate the extensive efforts and thoughtful consideration of the redevelopment plan for University Place. Ram Realty Advisors ("Ram") has been working collaboratively with the Town of Chapel Hill ("Town") Planning staff since August 2019 regarding the proposed modification to the Special Use Permit ("SUP"). The proposed Design Standards and SUP modification have been created to govern the future redevelopment of the project. We are committed to creating a new "place" that is consistent with the high-quality standards established by the Town and in keeping with the character of the surrounding area, while balancing the complexities associated with redeveloping a 40+ year-old mall (i.e., not a greenfield site).

The design and regulatory work were completed by a team of professionals that are credentialed and experienced with creating sustainable, economically vibrant, well-designed mixed-use environments. We believe the project will be economically successful and a valuable asset to the community.

As part of this process, we have held meetings with six Advisory Boards and had three meetings with the Town Council. This collaborative and iterative process has resulted in several improvements to the project. A summary of the key components of the redevelopment, including modifications made to address specific concerns, is outlined below.

**Tree Canopy:**

University Place is a 39.5-acre, auto-dominated property with only 13% of the property covered by tree canopy. Under the proposed plan, the canopy coverage will increase to 20%. The design team evaluated all potential areas for new green infrastructure and has developed a plan to plant approximately 250 new trees on the property. This level of commitment to new planting will increase the canopy coverage to the maximum practical tree canopy coverage that can be achieved at this time.

The Town's Land Use Management Ordinance ("LUMO") Section 5.7.2. provides for tree canopy coverage standards of 30% in Multi-Family Residential and Commercial developments. The ordinance allows for modification of the standard and places the "highest priority" on maintenance and replacement of the canopy on-site. The flexibility in these standards is needed for redevelopment projects like University Place where achievement of the 30% standard is not feasible, but maintenance and replacement of the tree canopy is accomplished.

In addition to the benefits associated with the significant improvement in canopy (i.e., 13% increased to 20%), we will evaluate additional tree plantings in future phases and are committed to using best efforts to maintain existing mature trees on site. This will include stringent management practices during construction to preserve the maximum number of existing trees.

**Impervious Surface and Stormwater Management:**

The proposed redevelopment will increase pervious area on the site by ~1.2 acres, reducing the impervious surface on the entire property from 78% to 75%. While University Place cannot meet the 70%



target outlined for new developments in the LUMO, the proposed design is compliant with Section 5.4 of the LUMO because the redevelopment results in a net reduction of the impervious area (i.e., ~1.2 acres). These reductions were accomplished through a variety of sustainable design practices, including:

- Reduction in building footprint within the 100-year floodplain.
- Conversion of parking areas to green spaces.
- Addition of green parking islands.
- Enlarged bioretention areas.

The reduction of impervious surface and other improvements will have several positive impacts on water infiltration and flood prevention, including:

- A ~30,000 square foot increase in impervious area treated by green infrastructure.
- A ~37,000 cf increase in flood storage capacity in the 100-year floodplain.
- Additional rainwater capture in tree canopy during small rainfall events.
- Improved downstream water quality and stream health.
- An estimated 8% reduction in peak flow rates for the 10-, 25-, 50-, and 100-year return periods.
- A 2% reduction in peak volume for the 10-year return period and 3% for the 25-, 50-, and 100-year periods.

The stormwater measures proposed are supported by the Town's Stormwater Advisory Board.

#### **Building Height:**

The new buildings have been designed to provide appropriate density and integration into the existing improvements while trying to support other sustainable initiatives (e.g., reduced building footprint, use of existing infrastructure). In order to accomplish this objective, the Design Standards for Pod A allow a maximum primary height of 75' at the minimum setback and a maximum absolute height of 90'. The underlying adjacent Community Commercial (CC) zoning district allows a 60' core height, and other nearby mixed-use districts (WX-5 and WX-7) have allowable building heights of 60' and 90', respectively. Fortunately, as a result of existing topography, the proposed multifamily building in Pod A is 59' above grade along Willow Drive at the northern end of the building and 72' at the southern end.

Council has thoughtfully expressed concern about potential impacts to nearby properties, most specifically the Willow Terrace Condominiums. The nearest Willow Terrace condominium building is ~113' across Willow Drive from the corner of the proposed multifamily building. However, this building does not face Willow Drive or the multifamily building. The section of the multifamily building nearest the Willow Terrace building is ~58' above the sidewalk, while the height of the Willow Terrace building is ~24'. However, because the Willow Terrace building is built on a hill, the height differences are mitigated (~28' delta). The design team believes the relatively modest height differences, combined with the significant separation and mature tree canopy, provides an appropriate buffer. A cross section is attached hereto as Exhibit A.

We believe properly scaled mixed-use buildings with well-designed ground level features allows for the creation of a vibrant and walkable place. The Town's Urban Designer has reviewed the approach and considers it consistent with sound planning practices given the nature of the redevelopment.

#### **Setback and Buffer Modifications:**

To facilitate a pedestrian friendly and walkable environment, the University Place Design Standards create design criteria for various street frontages found at the property. These criteria encourage generous streetscape elements such as sidewalks, planting strips and amenity areas/tree planting zones.

The Design Standards also create a Build-to-Zone ("BTZ") which provide minimum and maximum buffers beyond the dimensions required in the streetscape criteria.

Along Willow Drive the design criteria call for a minimum 16' buffer area, which includes a 5' minimum sidewalk, a minimum planting strip of 3', as well as a minimum outdoor amenity space/tree planting zone of 8'. The Design Standards require a minimum of 50% of a building's façade be built in the BTZ and that the BTZ have a minimum setback of 0' behind the streetscape buffer and a maximum setback of 20'. Based on the dimensions provided in the design criteria, 50% of the building's façade must be built between a minimum distance of 16' and 36' from the edge of curb. A diagram that shows these criteria has been provided as part of the Design Standards and is attached hereto as Exhibit B.

Comparatively, the CC District requires a 22' setback from the Right of Way (ROW). In order to preserve the mature trees that grow along Willow Drive, we designed the multifamily building to be mainly sited beyond the 22' setback. This approach allows us to maintain the existing mature tree canopy and create a soft landscape edge along the street frontage. Additional screening and landscaping are proposed along the building edge in the form of landscaped paths, public plazas, and garden rooms. The combination of these design elements is intended to create a safe pedestrian environment.

The building setbacks and buffers have been coordinated with the Town's Planning and Transportation staff and reviewed by the Town's Urban Designer, who considers this approach consistent with sound planning practices given the nature of the redevelopment.

#### **Building and Block Lengths:**

University Place as it exists today has a defined block layout. The length of the existing block configuration is ~600' between Willow Drive access points. Due to the grade change along Willow Drive and to preserve existing infrastructure (notably including the mature tree canopy), the existing block configuration will remain as-is. However, we have added a residential access point in between the existing curb cuts to align with Conner Drive. In addition, we have proposed significant improvements along Willow Drive to promote walkability including enhanced plantings, improved sidewalks, new crosswalks and a multi-use path. The Town allows for up to 600' block lengths in the Blue Hill Form District if a design alternative "supports connectivity to adjacent properties and supports a walkable public realm consistent with the purpose and intent of Section 3.11.2.1.B". It is important to note that LUMO does not regulate maximum building length.

Our redevelopment of the property will significantly reduce block lengths and improve the overall design. For example, the existing mall structure is over 1,000' long and approximately 370' wide, creating a building perimeter of over 2,760'. The proposed redevelopment will remove approximately 350' in length from the building and shorten the perimeter by almost 700'. The redevelopment of the mall will greatly enhance the walkability of the site.

We firmly believe that the quality of the public experience along Willow Drive, rather than the length of the block, is of utmost importance. For that reason, the multifamily building public space along Willow Drive has been designed to encourage pedestrian activity and link to the new proposed retail storefronts. After the addition of sidewalks and landscaping, the multifamily building will have a 535' frontage along Willow Drive. The building incorporates the Module Offset approach detailed in the Design Standards to create a segmented appearance along Willow Drive. The Design Standards propose a minimum module offset of 12' wide and 6' deep, but the Pod A multifamily building has average offsets of 57' wide and 39' deep. This degree of articulation breaks the façade into 3 separate masses along Willow Drive, preventing the appearance of a singular, long building façade.

Due to the significant grade change on site the Design Standards propose allowing for a design alternative in the form of public outdoor amenity space in lieu of the Pass-Through. Ram believes that providing high-quality public amenity space and creating a series of garden rooms linking the ends of the building is additive to the public environment and a better option than a building Pass-Through. During the May 19<sup>th</sup> Council meeting, concern was expressed with the overall building length and questions were asked about access along the Willow Drive frontage. The attached Exhibit C shows the location of resident access to the building and public access to the balance of the property. The residents can access the building directly from Willow Drive, while the public will have a better pedestrian experience into the commercial and public spaces by following the enhanced pedestrian paths along the existing access drives. We believe this approach promotes walkability and provides for a safer condition.

The building articulation and pedestrian linkages were reviewed with the Town's Urban Designer, who considers this approach consistent with sound planning practices given the nature of the redevelopment.

#### **Traffic Impacts:**

At the May 19<sup>th</sup> meeting, Council asked about the impact of the redevelopment on the Fordham/Estes and Franklin/Estes intersections. A Transportation Impact Analysis ("TIA") was performed to study the impact on these intersections and others near to the redevelopment area. Although the TIA noted that poor conditions already exist at the Estes/Franklin intersection, improvements are not a requirement of the University Place project; however, several improvements were identified to mitigate the impacts of the University Place redevelopment. One such improvement is that Ram will be required to extend existing northbound dual left turn lanes on Fordham Boulevard at the intersection with S Estes Drive to provide a minimum storage length of 700' each, doubling the storage capacity of each turn lane. This improvement will be made in the first phase of construction.

The Transportation Board, NCDOT and the Town's staff have all reviewed the project and provided several proposed conditions for approval including roadway improvements which must be completed prior to the issuance of a Certificate of Occupancy. Ram has agreed to those conditions.

#### **Additional Enhancements:**

We have provided several additional enhancements to the project to address concerns previously raised by Council. We believe these enhancements, all of which will be provided at Ram's sole expense, will further support the Town's goals and improve the nearby community.

- Affordable Housing – Ram has agreed to include either 10% of total residential units at 65% AMI or 15% of all units at 80% AMI, with the Town having the ability to choose which option will be required.
- Chapel Hill Farmer's Market – Ram has designed a Market Pavilion along Willow Drive that would provide a permanent home for the Farmer's Market and other seasonal activities.
- Gateway Sign on Fordham Boulevard – Ram has agreed to withdraw the request for a 24' gateway sign and will adhere to existing regulations governing sign size without modification.
- Utilize Solar Power to Reduce Greenhouse Gas Emissions – Ram has agreed to install a solar array which will power the multifamily building's common areas within Pod A.
- Conversion Rights – Ram has agreed to provide a "lock out period" on multifamily conversion rights so that a building permit for multifamily units utilizing conversion rights cannot be obtained until July 1, 2024 at the earliest. Additionally, Ram has proposed that conversion rights only be available if the project includes at least 375,000 SF of commercial; that all future multifamily be

vertically integrated with ground floor commercial; and conversion rights shall be at the ratio of 1 unit per 800 SF of unused commercial rather than 1 unit per 1,000 SF of unused commercial.

- Single Story Buildings – Ram has agreed that buildings within a portion of Pod C be a minimum 2-story height, including any buildings facing the new Main Street.
- Stormwater – Ram has proposed adding rain gardens and other green infrastructure to increase the drainage area treated by using green infrastructure by approximately 30,000 SF, increasing the total drainage area to approximately 105,000 SF.
- Minority Owned Businesses – Ram has agreed to set aside 20% of the incubator retail spaces within the Pod A multifamily building for minority owned businesses.
- Additional Green Area at Internal Main Street – At the request of Council, Ram has agreed to remove the word "Optional" from the outdoor amenity space description and has agreed to increase the minimum width of the green space from 10' to 50'.
- Connectivity – Ram has committed to extend the multi-use path north along Fordham Boulevard by an additional ~620' to connect with Willow Drive, subject to approvals from Binkley Baptist, NC DOT and other third parties from whom approval is required.

Ram remains committed to breathing new life into University Place and creating a community asset for the Town. We appreciate the time Staff, the Advisory Boards, and Council have spent reviewing the SUP modification request and Design Standards. We trust that the information necessary to reach a decision has been provided and we remain available to answer additional questions.

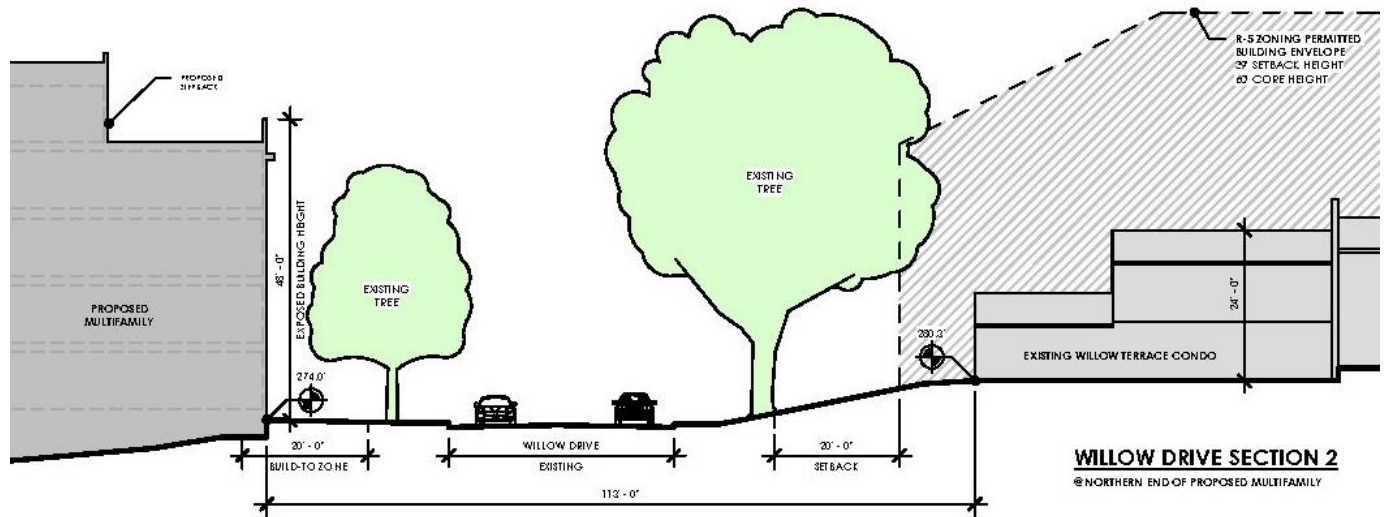
Sincerely,

*Jeff Kurtz*

Jeff Kurtz  
Director of Development  
Ram Realty Advisors

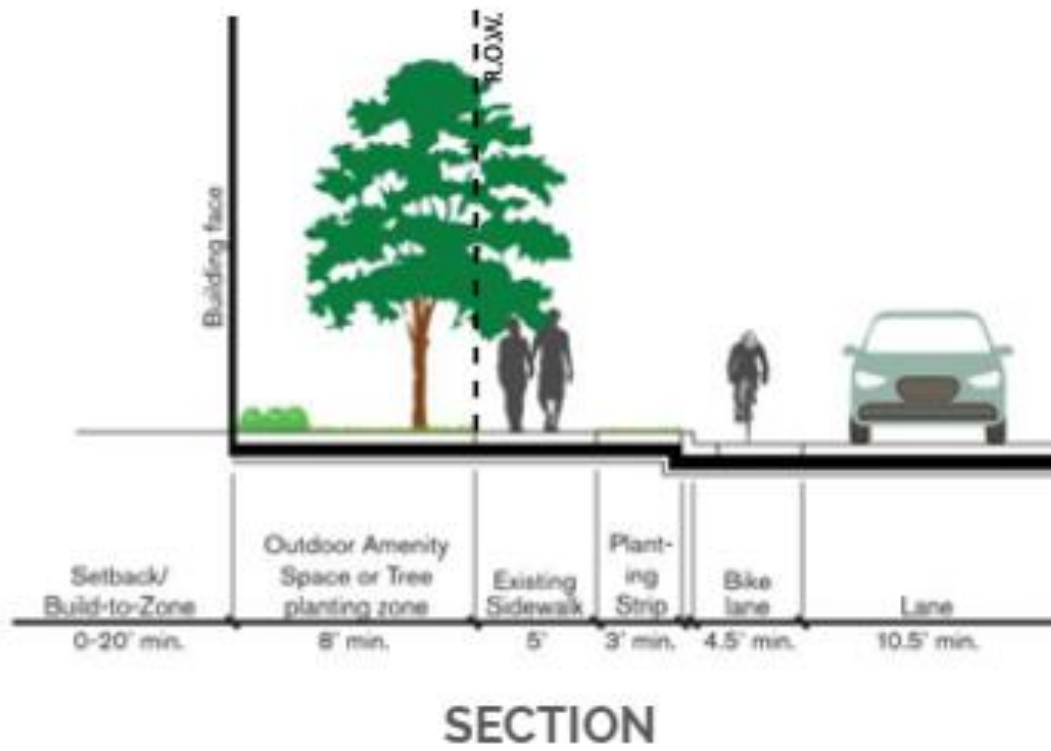
**Exhibit A**

## Cross Section of Willow Drive



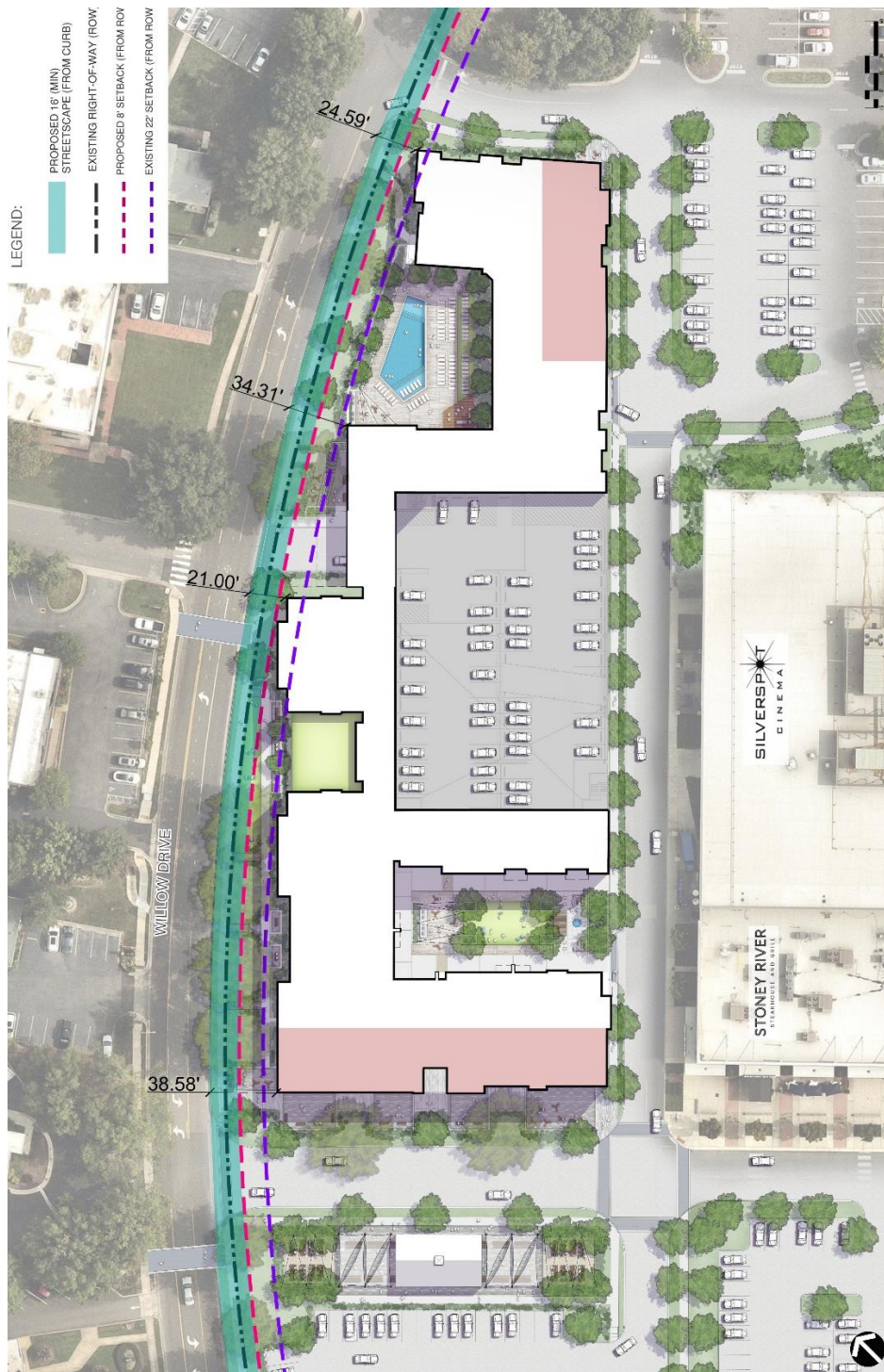
**Exhibit B-1**

## Streetscape Buffer and Build-to-Zone Diagram



## Exhibit B-2

### Streetscape Buffer and Build-to-Zone Diagram





**Exhibit C**

## Building Entry Points

**BUILDING ACCESS - POD A**



# SPECIAL USE PERMIT APPLICATION



**TOWN OF CHAPEL HILL**  
**Planning Department**  
 405 Martin Luther King Jr. Blvd.  
 Chapel Hill, NC 27514  
 phone (919) 969-5066 fax (919) 969-2014  
 www.townofchapelhill.org

Parcel Identifier Number (PIN): 9799125797

Date: 05/13/2020

## Section A: Project Information

Project Name: University Place

Property Address: 201 S. Estes Drive Zip Code: 27514

Use Groups (A, B, and/or C): A, B, C Existing Zoning District: CC

Project Description: Redevelopment of existing commercial mall

## Section B: Applicant, Owner, and/or Contract Purchaser Information

### Applicant Information (to whom correspondence will be mailed):

Name: Jessie Hardesty

Address: 2905 Meridian Parkway

City: Durham State: NC Zip Code: 27713

Phone: 919-361-5000 Email: hardesty@mcadamsco.com

The undersigned applicant hereby certifies that, to the best of their knowledge and belief, all information supplied with this application and accurate.

Signature: Jessie Hardesty Date: 05/13/2020

### Owner/Contract Purchaser Information:

☒ Owner

☐ Contract Purchaser

Name: RRPV University Chapel Hill LP attn: Ashley Saulpaugh

Address: 127 W. Worthington Avenue Suite 290

City: Charlotte State: NC Zip Code: 28203

Phone: 704-377-6730 Email: asaulpaugh@ramrealestate.com

The undersigned applicant hereby certifies that, to the best of their knowledge and belief, all information supplied with this application and accurate.

Signature: [Signature] Date: 5/13/20

Click [here](#) for application submittal instructions.

**PROJECT FACT SHEET**TOWN OF CHAPEL HILL  
Planning Department**Section A: Project Information****Use Type:** (check/list all that apply)☐ Office/Institutional    ☐ Residential    ☒ Mixed-Use    ☐ Other: \_\_\_\_\_  
Residential, Office/Institutional, Commercial,**Overlay District:** (check all that apply)☐ Historic District    ☐ Neighborhood Conservation District    ☐ Airport Hazard Zone**Section B: Land Area**

Net Land Area (NLA): Area within zoning lot boundaries		NLA=	1,718,403	sq. ft.
Choose one, or both, of the following (a or b), not to exceed 10% of NLA	a) Credited Street Area (total adjacent frontage) x ½ width of public right-of-way	CSA=	171,840	sq. ft.
	b) Credited Permanent Open Space (total adjacent frontage) x ½ public or dedicated open space	COS=		sq. ft.
TOTAL: NLA + CSA and/or COS = Gross Land Area (not to exceed NLA + 10%)		GLA=	1,890,243	sq. ft.

**Section C: Special Protection Areas, Land Disturbance, and Impervious Area****Special Protection Areas:** (check all those that apply)☐ Jordan Buffer    ☒ Resource Conservation District    ☒ 100 Year Floodplain    ☒ Watershed Protection District

Land Disturbance	Total (sq. ft.)
Area of Land Disturbance (Includes: Footprint of proposed activity plus work area envelope, staging area for materials, access/equipment paths, and all grading, including off-site clearing)	TBD
Area of Land Disturbance within RCD	TBD
Area of Land Disturbance within Jordan Buffer	None

Impervious Areas	Existing (sq. ft.)	Demolition (sq. ft.)	Proposed (sq. ft.)	Total (sq. ft.)
Impervious Surface Area (ISA)	1,472,295 sf	TBD	1,417,682 sf	TBD
Impervious Surface Ratio: Percent Impervious Surface Area of Gross Land Area (ISA/GLA)%	77.9%	TBD	75%	TBD
If located in Watershed Protection District, % of impervious surface on 7/1/1993	80.6%	TBD	-	-



# PROJECT FACT SHEET

TOWN OF CHAPEL HILL

Planning Department

## Section D: Dimensions

Dimensional Unit (sq. ft.)	Existing (sq. ft.)	Demolition (sq. ft.)	Proposed (sq. ft.)	Total (sq. ft.)
Number of Buildings	6	pEH	TBD	TBD
Number of Floors	2 (max)	2 (max)	1-7	1-7
Recreational Space	1033	TBD	TBD	TBD

### Residential Space

Dimensional Unit (sq. ft.)	Existing (sq.ft.)	Demolition (sq. ft.)	Proposed (sq. ft.)	Total (sq. ft.)
Floor Area (all floors – heated and unheated)	0	0	TBD	TBD
Total Square Footage of All Units	0	0	TBD	TBD
Total Square Footage of Affordable Units	0	0	TBD	TBD
Total Residential Density	0	0	TBD	TBD
Number of Dwelling Units	0	0	TBD	TBD
Number of Affordable Dwelling Units	0	0	TBD	TBD
Number of Single Bedroom Units	0	0	TBD	TBD
Number of Two Bedroom Units	0	0	TBD	TBD
Number of Three Bedroom Units	0	0	TBD	TBD

### Non-Residential Space (Gross Floor Area in Square Feet)

Use Type	Existing	Proposed	Uses	Existing	Proposed
Commercial	376,845	TBD			
Restaurant	42,455	TBD	# of Seats		
Government	0	TBD			
Institutional	0	TBD			
Medical	0	TBD			
Office	0	TBD			
Hotel	0	TBD	# of rooms		
Industrial	0	TBD			
Place of Worship	0	TBD	# of Seats		
Other	0	TBD			

Dimensional Requirements		Required by Ordinance	Existing	Proposed
Setbacks (minimum)	Street	22	61.2	0-77 BTZ
	Interior (neighboring property lines)	8	53.8	0
	Solar (northern property line)	9	N/A	0
Height (maximum)	Primary	34	34	34/75
	Secondary	60	60	45/90
Streets	Frontages	N/A	N/A	N/A
	Widths	N/A	N/A	N/A

See Master Plan and Design Standards

**PROJECT FACT SHEET**

TOWN OF CHAPEL HILL

Planning Department

**Section F: Adjoining or Connecting Streets and Sidewalks***Note: For approval of proposed street names, contact the Engineering Department.*

Street Name	Right-of-Way Width	Pavement Width	Number of Lanes	Existing Sidewalk*	Existing Curb/Gutter
FORDHAM BLVD	VARIABLE	48'-72'	R-6	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes
ESTES DRIVE	90'	65'	5	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
WILLOW DRIVE	60'	33'	3	X Yes	X Yes

**List Proposed Points of Access** (Ex: Number, Street Name):

\*If existing sidewalks do not exist and the applicant is adding sidewalks, please provide the following information:

Sidewalk Information			
Street Names	Dimensions	Surface	Handicapped Ramps
			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

**Section G: Parking Information**

Parking Spaces	Minimum	Maximum	Proposed
Regular Spaces	TBD	TBD	TBD
Handicap Spaces	TBD	TBD	TBD
Total Spaces	TBD	TBD	TBD
Loading Spaces	TBD	TBD	TBD
Bicycle Spaces	TBD	TBD	TBD
Surface Type	ASPHALT		

**Section H: Landscape Buffers**

Location (North, South, Street, Etc.)	Minimum Width	Proposed Width	Alternate Buffer	Modify Buffer
ESTES (ARTERIAL)	30'	0'	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
WILLOW (COLLECTOR)	20'	0'	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
FORDHAM (ARTERIAL)	30'	0'	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
ADJACENT TO PIN 9799234058	20'	10'	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes

See Design Standards for Streetscapes

**PROJECT FACT SHEET**

TOWN OF CHAPEL HILL

Planning Department

**Section I: Land Use Intensity**

Existing Zoning District:

Proposed Zoning Change (if any):

Zoning – Area – Ratio			Impervious Surface Thresholds			Minimum and Maximum Limitations	
Zoning District(s)	Floor Area Ratio (FAR)	Recreation Space Ratio (RSR)	Low Density Residential (0.24)	High Density Residential (0.50)	Non-Residential (0.70)	Maximum Floor Area (MFA) = FAR x GLA	Minimum Recreation Space (MSR) = RSR x GLA
CC	.429	.046			.75	810,914	N/A
		see outdoor amenity					
		space in Design					
		Standards					
<b>TOTAL</b>							
<b>RCD Streamside</b>	.001	0.01					
<b>RCD Managed</b>	.019	0.019					
<b>RCD Upland</b>	.429						

**Section J: Utility Service**

Check all that apply:

<b>Water</b>	<input checked="" type="checkbox"/> OWASA	<input type="checkbox"/> Individual Well	<input type="checkbox"/> Community Well	<input type="checkbox"/> Other
<b>Sewer</b>	<input checked="" type="checkbox"/> OWASA	<input type="checkbox"/> Individual Septic Tank	<input type="checkbox"/> Community Package Plant	<input type="checkbox"/> Other
<b>Electrical</b>	<input checked="" type="checkbox"/> Underground	<input type="checkbox"/> Above Ground		
<b>Telephone</b>	<input checked="" type="checkbox"/> Underground	<input type="checkbox"/> Above Ground		
<b>Solid Waste</b>	<input checked="" type="checkbox"/> Town	<input type="checkbox"/> Private		



**SPECIAL USE PERMIT APPLICATION  
SUBMITTAL REQUIREMENTS**  
TOWN OF CHAPEL HILL  
Planning Department

The following must accompany your application. Failure to do so will result in your application being considered incomplete. For assistance with this application, please contact the Chapel Hill Planning Department (Planning) at (919) 969-5066 or at [planning@townofchapelhill.org](mailto:planning@townofchapelhill.org).

X	<b>Application fee</b> ( <a href="#">including Engineering Review fee</a> ) ( <a href="#">refer to fee schedule</a> )	Amount Paid \$	80,000.00
X	<b>Pre-application meeting</b> –with appropriate staff		
X	<b>Digital Files</b> – provide digital files of all plans and documents		
X	<b>Recorded Plat or Deed of Property</b>		
X	<b>Project Fact Sheet</b>		
X	<b>Traffic Impact Statement</b> – completed by Town’s consultant (or exemption)		
	<b>Description of Public Art Proposal</b>		
	<b>Statement of Justification</b>		
	<b>Response to Community Design Commission and Town Council Concept Plan comments</b>		
X	<b>Affordable Housing Proposal, if applicable</b> see master plan		
N/A	<b>Provide existing Special Use Permit, if Modification</b>		
X	<b>Mailing list of owners of property within 1,000 feet perimeter of subject property</b> ( <a href="#">see GIS notification tool</a> )		
X	<b>Mailing fee for above mailing list (mailing fee is double due to 2 mailings)</b>	Amount Paid \$	567.00
X	<b>Written Narrative describing the proposal</b>		
	<b>Resource Conservation District, Floodplain, &amp; Jordan Buffers Determination</b> – necessary for all submittals		
N/A	<b>Jurisdictional Wetland Determination</b> – if applicable		
N/A	<b>Resource Conservation District Encroachment Exemption or Variance (determined by Planning)</b>		
N/A	<b>Jordan Buffer Authorization Certificate or Mitigation Plan Approval (determined by Planning)</b>		
X	<b>Reduced Site Plan Set (reduced to 8.5" x 11")</b>		

### Stormwater Impact Statement (1 copy to be submitted)

- a) Written narrative describing existing & proposed conditions, anticipated stormwater impacts and management structures and strategies to mitigate impacts
- b) Description of land uses and area (in square footage)
- c) Existing and proposed impervious surface area in square feet for all subareas and project area
- d) Ground cover and uses information
- e) Soil information (classification, infiltration rates, depth to groundwater and bedrock)
- f) Time of concentration calculations and assumptions
- g) Topography (2-foot contours)
- h) Pertinent on-site and off-site drainage conditions
- i) Upstream and/or downstream volumes
- j) Discharges and velocities
- k) Backwater elevations and effects on existing drainage conveyance facilities
- l) Location of jurisdictional wetlands and regulatory FEMA Special Flood Hazard Areas
- m) Water quality volume calculations
- n) Drainage areas and sub-areas delineated
- o) Peak discharge calculations and rates (1, 2, and 25-year storms)
- p) Hydrographs for pre- & post-development without mitigation, post-development with mitigation
- q) Volume calculations and documentation of retention for 2-year storm

**SPECIAL USE PERMIT APPLICATION  
SUBMITTAL REQUIREMENTS****TOWN OF CHAPEL HILL  
Planning Department**

- r) 85% TSS removal for post-development stormwater runoff
- s) Nutrient loading calculations
- t) BMP sizing calculations
- u) Pipe sizing calculations and schedule (include HGL & EGL calculations and profiles)

**Plan Sets (10 copies to be submitted no larger than 24" x 36")**

Plans should be legible and clearly drawn. All plan set sheets should include the following:

- Project Name
- Legend
- Labels
- North Arrow (North oriented toward top of page)
- Property boundaries with bearing and distances
- Scale (Engineering), denoted graphically and numerically
- Setbacks
- Streams, RCD Boundary, Jordan Riparian Buffer Boundary, Floodplain, and Wetlands Boundary, where applicable
- Revision dates and professional seals and signatures, as applicable

**Cover Sheet**

- a) Include Project Name, Project fact information, PIN, and Design Team

**Area Map**

- a) Project name, applicant, contact information, location, PIN, & legend
- b) Dedicated open space, parks, greenways
- c) Overlay Districts, if applicable
- d) Property lines, zoning district boundaries, land uses, project names of site and surrounding properties, significant buildings, corporate limit lines
- e) Existing roads (public & private), rights-of-way, sidewalks, driveways, vehicular parking areas, bicycle parking, handicapped parking, street names
- f) 1,000' notification boundary

**Existing Conditions Plan**

- a) Slopes, soils, environmental constraints, existing vegetation, and any existing land features
- b) Location of all existing structures and uses
- c) Existing property line and right-of-way lines
- d) Existing utilities & easements including location & sizes of water, sewer, electrical, & drainage lines
- e) Nearest fire hydrants
- f) Nearest bus shelters and transit facilities
- g) Existing topography at minimum 2-foot intervals and finished grade
- h) Natural drainage features & water bodies, floodways, floodplain, RCD, Jordan Buffers & Watershed boundaries





**SPECIAL USE PERMIT APPLICATION  
SUBMITTAL REQUIREMENTS  
TOWN OF CHAPEL HILL  
Planning Department**

### Detailed Site Plan

- a) Existing and proposed building locations
- b) Description & analysis of adjacent land uses, roads, topography, soils, drainage patterns, environmental constraints, features, existing vegetation, vistas (on and off-site)
- c) Location, arrangement, & dimension of vehicular parking, width of aisles and bays, angle of parking, number of spaces, handicapped parking, bicycle parking. Typical pavement sections & surface type.
- d) Location of existing and proposed fire hydrants
- e) Location and dimension of all vehicle entrances, exits, and drives
- f) Dimensioned street cross-sections and rights-of-way widths
- g) Pavement and curb & gutter construction details
- h) Dimensioned sidewalk and tree lawn cross sections
- i) Proposed transit improvements including bus pull-off and/or bus shelter
- j) Required landscape buffers (or proposed alternate/modified buffers)
- k) Required recreation area/space (including written statement of recreation plans)
- l) Refuse collection facilities (existing and proposed) or shared dumpster agreement
- m) Construction parking, staging, storage area, and construction trailer location
- n) Sight distance triangles at intersections
- o) Proposed location of street lights and underground utility lines and/or conduit lines to be installed
- p) Easements
- q) Clearing and construction limits
- r) Traffic Calming Plan – detailed construction designs of devices proposed & associated sign & marking plan

### Stormwater Management Plan

- a) Topography (2-foot contours)
- b) Existing drainage conditions
- c) RCD and Jordan Riparian Buffer delineation and boundary (perennial & intermittent streams; note ephemeral streams on site)
- d) Proposed drainage and stormwater conditions
- e) Drainage conveyance system (piping)
- f) Roof drains
- g) Easements
- h) BMP plans, dimensions, details, and cross-sections
- i) Planting and stabilization plans and specifications

### Landscape Protection Plan

- a) Rare, specimen, and significant tree survey within 50 feet of construction area
- b) Rare and specimen tree critical root zones
- c) Rare and specimen trees proposed to be removed
- d) Certified arborist tree evaluation, if applicable
- e) Significant tree stand survey
- f) Clearing limit line
- g) Proposed tree protection/silt fence location
- h) Pre-construction/demolition conference note
- i) Landscape protection supervisor note
- j) Existing and proposed tree canopy calculations, if applicable



**SPECIAL USE PERMIT APPLICATION  
SUBMITTAL REQUIREMENTS****TOWN OF CHAPEL HILL  
Planning Department****Planting Plan**

- a) Dimensioned and labeled perimeter buffers
- b) Off-site buffer easement, if applicable
- c) Landscape buffer and parking lot planting plan (including planting strip between parking and building, entryway planting, and 35% shading requirement)

**Steep Slope Plan**

- a) Classify and quantify slopes 0-10%, 10-15%, 15-25%, and 25% and greater
- b) Show and quantify areas of disturbance in each slope category
- c) Provide/show specialized site design and construction techniques

**Grading and Erosion Control Plan**

- a) Topography (2-foot contours)
- b) Limits of Disturbance
- c) Pertinent off-site drainage features
- d) Existing and proposed impervious surface tallies

**Streetscape Plan, if applicable**

- a) Public right-of-way existing conditions plan
- b) Streetscape demolition plan
- c) Streetscape proposed improvement plan
- d) Streetscape proposed utility plan and details
- e) Streetscape proposed pavement/sidewalk details
- f) Streetscape proposed furnishing details
- g) Streetscape proposed lighting detail

**Solid Waste Plan**

- a) Preliminary Solid Waste Management Plan
- b) Existing and proposed dumpster pads
- c) Proposed dumpster pad layout design
- d) Proposed heavy duty pavement locations and pavement construction detail
- e) Preliminary shared dumpster agreement, if applicable



**SPECIAL USE PERMIT APPLICATION  
SUBMITTAL REQUIREMENTS  
TOWN OF CHAPEL HILL  
Planning Department**

### **Construction Management Plan**

- a) Construction trailer location
- b) Location of construction personnel parking and construction equipment parking
- c) Location and size of staging and materials storage area
- d) Description of emergency vehicle access to and around project site during construction
- e) Delivery truck routes shown or noted on plan sheets

### **Energy Management Plan**

- a) Description of how project will be 20% more energy efficient than ASHRAE standards
- b) Description of utilization of sustainable forms of energy (Solar, Wind, Hydroelectric, and Biofuels)
- c) Participation in NC GreenPower program
- d) Description of how project will ensure indoor air quality, adequate access to natural lighting, and allow for proposed utilization of sustainable energy
- e) Description of how project will maintain commitment to energy efficiency and reduced carbon footprint over time
- f) Description of how the project's Transportation Management Plan will support efforts to reduce energy consumption as it affects the community

### **Exterior Elevations**

- a) An outline of each elevation of the building, including the finished grade line along the foundation (height of building measured from mean natural grade)

OK  
an



20181228000243170 DEED  
Bk:RB6561 Pg:266  
12/28/2018 02:22:41 PM 1/6

FILED Mark Chilton  
Register of Deeds, Orange Co, NC  
Recording Fee: \$26.00  
NC Real Estate TX: \$103230.00

344

### NORTH CAROLINA SPECIAL WARRANTY DEED

Parcel Identifier No. 9799-12-5797 **YKB**

Verified by Register of Deeds, Orange County, North Carolina on the \_\_\_ day of \_\_\_, 2018  
By: \_\_\_\_\_

Mail after recording to: Kirk Palmer & Thigpen, P.A., 1300 Baxter Street, Suite 300,  
Charlotte, NC 28204

This instrument was prepared by: Bobby D. Hinson, Esq., Kirk Palmer & Thigpen, P.A.

Excise Tax: \$103,230.00

Brief description for the Index: 201 South Estes Drive, Chapel Hill, Orange County, North  
Carolina

THIS DEED is made as of December 27, 2018, by and between

#### GRANTOR

**MM/PG UNIVERSITY PROPERTIES LLC,**  
a Delaware limited liability company  
c/o Madison Marquette  
670 Water Street, SW  
Washington, D.C. 20024

#### GRANTEE

**RRPV UNIVERSITY CHAPEL  
HILL LP,**  
a North Carolina limited partnership  
c/o Ram Realty Advisors  
4801 PGA Boulevard  
Palm Beach Gardens, FL 33418

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

00154692.2

Submitted electronically by "First American Title Insurance Company - Charlotte NCS"  
in compliance with North Carolina statutes governing recordable documents  
and the terms of the submitter agreement with the Orange County Register of Deeds.



WITNESSETH, that Grantor, for a valuable consideration paid by Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto Grantee in fee simple, all that certain lot or parcel of land situated in the Town of Chapel Hill, Orange County, North Carolina, and more particularly described as follows (the "Property"):

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.

THIS PROPERTY DOES NOT INCLUDE THE GRANTOR'S PRINCIPAL RESIDENCE.

The Property was acquired by Grantor by instrument recorded in Deed Book RB6136, Page 429.

TO HAVE AND TO HOLD the Property and all privileges and appurtenances thereto belonging to Grantee in fee simple, subject, however, to the encumbrances mentioned below and on EXHIBIT "B" attached hereto and incorporated herein by reference.

AND GRANTOR for itself and its successors in interest does by these presents expressly limit the covenants of this Deed to those herein expressed, and excludes all covenants arising or to arise by statutory or other implication, and does hereby covenant that against all persons whomsoever lawfully claiming, by, through or under said Grantor and not otherwise, Grantor will forever warrant and defend the described real estate, except with respect to utilities physically located on the Property, ad valorem taxes for calendar year 2019 and any subsequent years, and any local, county, state or federal laws, ordinances or regulations relating to zoning, environment, subdivision, occupancy, use, construction or development of the Property.

*(Remainder of Page Intentionally Left Blank)*





IN WITNESS WHEREOF, Grantor has caused this instrument to be signed and sealed as of the day and year first above written.

**GRANTOR:**

**MM/PG UNIVERSITY PROPERTIES LLC,**  
a Delaware limited liability company

By: 

Name: David Bruner

Title: Vice President

<sup>CB</sup>  
STATE OF District )

COUNTY OF of Columbia ) SS.

I, Kathleen Brennan, a Notary Public of the County and State aforesaid, certify that David Bruner personally came before me this day and acknowledged that he/she is the Vice President of **MM/PG UNIVERSITY PROPERTIES LLC**, and that he/she, as Vice President, being authorized to do so, executed the foregoing on behalf of the limited liability company.

Witness my hand and official stamp or seal this 14<sup>th</sup> day of December, 2018.



  
Notary Public

KATHLEEN BRENNAN: Kathleen Brennan  
NOTARY PUBLIC DISTRICT OF COLUMBIA  
My Commission Expires August 31, 2021

My commission expires: \_\_\_\_\_

The foregoing certificate(s) of \_\_\_\_\_

is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

\_\_\_\_\_  
REGISTER OF DEEDS FOR ORANGE  
COUNTY, NORTH CAROLINA

By \_\_\_\_\_ Deputy/Assistant-Register of Deeds

University Place Special Warranty Deed



**EXHIBIT A**  
**To Special Warranty Deed**

**LEGAL DESCRIPTION**

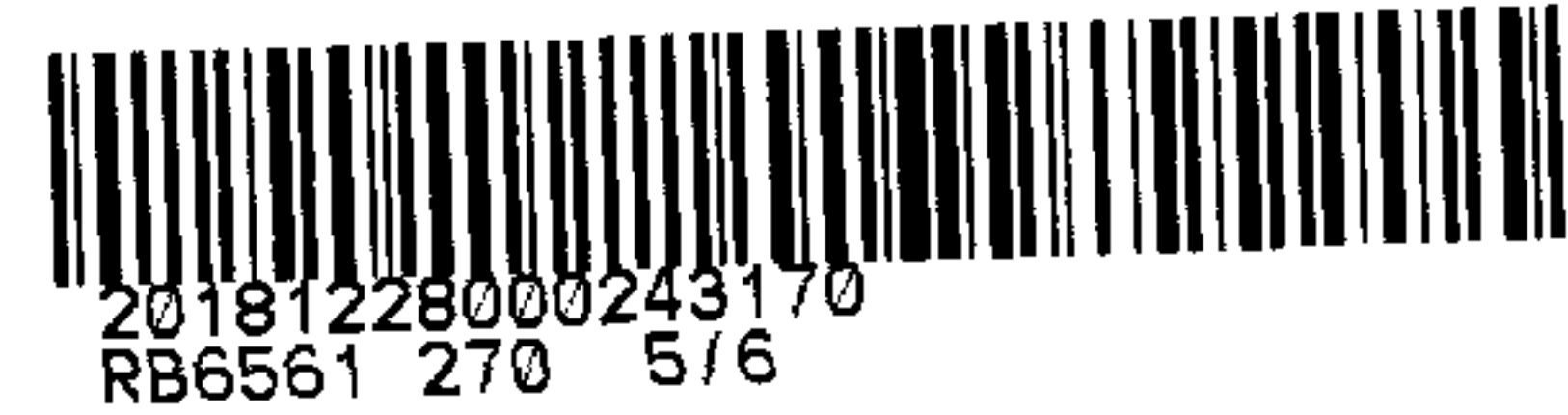
Lying and being in Orange County, North Carolina, and more particularly described as follows:

Beginning at a right of way monument located at the intersection on the western edge of the right of way of U.S. 15-501 Bypass and the northeastern edge of the right of way of Estes Drive, and running thence with said right of way of Estes Drive four (4) calls as follows: (1) North  $81^{\circ} 05' 29''$  West 94.80 feet to a right of way monument; (2) in a northwesterly direction along a curve to the right, having a radius of 592.27 feet, an arc distance of 270.20 feet and a chord bearing and distance of North  $68^{\circ} 00' 29''$  West 267.86 feet to a right of way monument; (3) North  $54^{\circ} 55' 29''$  West 1183.99 feet to a point; and, (4) in a northwesterly direction along a curve to the left, having a radius of 682.27 feet, an arc distance of 153.67 feet and a chord bearing and distance of North  $61^{\circ} 22' 38''$  West 153.34 feet to a point located in the northeastern edge of the right of way of Willow Drive; thence with said right of way of Willow Drive two (2) calls as follows: (1) in a northeasterly direction along a curve to the right, having a radius of 1476.95 feet, an arc distance of 1525.00 feet and a chord bearing and distance of North  $49^{\circ} 26' 10''$  East 1458.16 feet to a point; and (2) in an easterly direction along a curve to the right, having a radius of 1228.11 feet, an arc distance of 194.36 feet and a chord bearing and distance of North  $83^{\circ} 07' 19''$  East 194.16 feet to a point, having N.C. grid coordinates (NAD 1983) of N = 793,540.735 and E = 1,992,386.347; thence leaving said right of way of Willow Drive, South  $05^{\circ} 35' 31''$  West 607.53 feet to a point; thence South  $84^{\circ} 24' 29''$  East 350.00 feet to a point located in the western edge of the right of way of U.S. 15-501 Bypass; thence with said right of way of U.S. 15-501 Bypass three (3) calls as follows: (1) South  $05^{\circ} 35' 31''$  West 599.72 feet to a point; (2) South  $07^{\circ} 07' 31''$  West 282.98 feet to a point; and (3) South  $08^{\circ} 51' 31''$  West 257.07 feet to a point; thence leaving said right of way of U.S. 15-501 North  $81^{\circ} 08' 29''$  West 50.00 feet to a point; thence South  $08^{\circ} 51' 31''$  West 50.00 feet to a point; thence South  $81^{\circ} 08' 29''$  East 50.00 feet to a point located in the western edge of the right of way of U.S. 15-501 bypass; thence with said right of way of U.S. 15-501 Bypass South  $08^{\circ} 51' 31''$  West 20.75 feet to the point and place of Beginning, containing 39.405 acres, more or less, according to plat of survey entitled "Survey for University Mall for University Mall Properties, LLC", dated June 26, 1994 and last revised August 26, 1997, prepared by Stephen D. Puckett, Registered Land Surveyor.

[END OF LEGAL DESCRIPTION]

University Place Special Warranty Deed





**EXHIBIT B**  
**To Special Warranty Deed**

**TITLE EXCEPTIONS**

1. Taxes for the year 2019 and all subsequent years.
2. Terms and provisions of that certain unrecorded Lease executed by Madison University Mall LLC, a Delaware limited liability company to The Pantry, Inc., a Delaware corporation dated July 27, 2011, as evidenced by a Memorandum of which is recorded in Book 5201, Page 452, Orange County Registry.
3. Terms and provisions of that certain unrecorded Lease executed by Madison University Mall LLC, a Delaware limited liability company to Harris Teeter, Inc., a North Carolina corporation dated December 8, 2011, as evidenced by a Memorandum of which is recorded in Book 5291, Page 476, Orange County Registry.
4. Right(s) of way to Public Service Company of North Carolina, Incorporated, a North Carolina corporation, its successors and assigns recorded in Book 144, Page 378; and Shown on Plat Book 13, Page 134, Orange County Registry and as approximately shown on Survey by Stephen D. Puckett, dated June 21, 2018.
5. Terms and provisions of that certain unrecorded Lease executed by University Mall Properties, LLC, a North Carolina limited liability company to A Southern Season, Incorporated, a North Carolina corporation dated October 23, 2003, as evidenced by a Memorandum of which is recorded in Book 3243, Page 338; Assigned by Book 6206, Page 307, Orange County Registry.
6. Easement to Olin T. Binkley Memorial Baptist Church recorded in Book 4128, Page 128, Orange County Registry and as approximately shown on Survey by Stephen D. Puckett, dated June 21, 2018.
7. Special Use Permits recorded in Book 228, Page 1206; Modified by Book 237, Page 386; Book 240, Page 1718; Book 244, Page 263; Book 250, Page 1472; Book 262, Page 1081; Book 302, Page 68; Book 338, Page 354; Book 1071, Page 222, Book 1310, Page 485; and Book 2152, Page 167 and as approximately shown on Survey by Stephen D. Puckett, dated June 21, 2018, Orange County Registry.
8. Power line Easement and easement to Public Service Company of North Carolina, right of way of Estes Drive, Willow Drive and US15-501 Bypass as shown on plat recorded in Book 13, Page 124, Orange County Registry and as approximately shown on Survey by Stephen D. Puckett, dated June 21, 2018.



9. Terms and provisions of that certain unrecorded Lease executed by MM/PG University Properties to Bartaco Chapel Hill, LLC dated as evidenced by a Memorandum of which is recorded in Book 6142, Page 379, Orange County Registry.
10. Any facts, rights, interests or claims that may exist or arise by reason of the following matters disclosed by an ALTA/NSPS survey made by Stephen D. Puckett on June 21, 2018: a) gas line; b) fence corner 0.1" west of line; c) fence corner 13.2' north of property line; d) fence corner 12.1' north of property line; d) 24' setback line; e) curb cut; f) phone pedestal & telephone manhole; g) wall; h) 10' setback; i) wood/board all; j) concrete steps extend 0.3' over line in several places, concrete pad and concrete sidewalk extend into adjoining property; k) recycling bins; l) water valve(s); m) telephone pole(s), light pole(s); n) trench drain, drop basins and drop inlet basins; o) reinforced concrete pipe; p) sanitary sewer manhole(s) and cleanout; q) transformer(s).



November 12, 2020

Judy Johnson and Jake Lowman  
Town of Chapel Hill Planning Department

**Re: University Place Modifications to Regulations**

As described in §6.18.2 of the LUMO, **Permitted Modifications of Regulations,**

*“Where actions, designs, or solutions proposed by the development are not literally in accord with applicable planned development regulations, general regulations, or other regulations in this appendix, but the Town Council makes a finding in the particular case that the public purposes are satisfied to an equivalent or greater, the Town Council may make specific modification of the regulations in the particular case. Any modifications of regulations shall be explicitly indicated in the special use permit or modification of the special use permit.”*

University Mall is an existing commercial mall that has been located on the subject parcel for over 40 years. Since the construction of this project, local, state, and federal regulations pertaining to the development of land have changed such that a high-intensity, high-density development could not be developed on the subject parcel. Since construction, University Place has become an integral part of the Town of Chapel Hill and redevelopment will create a gateway location developed as a high-density, high-intensity center in keeping with trends for the redevelopment of older commercial malls. University Place will create a vibrant mixed-use community including open spaces, and construction of public greenways and sidewalks. Constraints on this parcel include the existing developed areas of the parcel that do not conform with current LUMO standards, the presence of sensitive environmental features such as floodways and floodplains, and the extent of the Town’s Resource Conservation District.

Due to the peculiarities of the existing development and the LUMO, modifications to required standards are necessary to create a mixed-use center that meets the Town’s vision and intent for such developments. The requested modifications are the minimum necessary to allow the redevelopment of this parcel.

Sincerely,

**MCADAMS**



Jessie Hardesty  
Planner, Planning + Design

October 29, 2020

Jake Lowman, Senior Planner  
Town of Chapel Hill Planning Department

**Re: University Place Modifications to Regulations**

**SETBACK MODIFICATION**

The Land Use Management Ordinance Article 3.8.2 sets forth the following minimum setbacks for development in the CC, Community Commercial, zoning district:

<b>YARD</b>	<b>REQUIRED SETBACK</b>
STREET SETBACK	22'
INTERIOR SETBACK	8'
SOLAR SETBACK	9'

As part of the approval of the requested special use permit, University Place is requesting the following modifications to the required setbacks:

<b>YARD</b>	<b>REQUIRED SETBACK</b>
STREET SETBACK (WILLOW DRIVE)	0-20' BTZ
STREET SETBACK (FORDHAM BLVD)	0' min Max with parking: 77' Max without parking: 0-20'
INTERIOR SETBACK	0'
SOLAR SETBACK	0'

*Please refer to Design Standards for details.*

In creating a vibrant mixed-use community, an important design consideration is the relation of structures to the public realm. In place of standard setbacks, the above build-to-zones are requested along Willow Drive and Fordham Blvd. Given the nature of the mixed-use development with various uses abutting one another, a 0-ft interior setback is requested. Where large setbacks are required from public streets, the community can feel removed from the public travel ways which can negatively impact the development's ability to draw users and residents. The requested dimensional standards will allow proposed buildings to be closer to the street and engage the public realm, creating a mixed-use development that draws users and is an asset to the Town of Chapel Hill.

### **BUFFER MODIFICATION**

The Land use Management Ordinance Article 5.6.6 sets forth the following required perimeter buffers for the redevelopment of University Place:

LOCATION OF REQUIRED BUFFER	REQUIRED BUFFER
FORDHAM BLVD	30' TYPE D
ESTES DRIVE	30' TYPE D
WILLOW DRIVE	20' TYPE D
ADJACENT TO PIN 9799234058	20' TYPE B

As part of the approval of the requested special use permit, University Place is requesting the following modifications to the required perimeter buffers. In place of buffers, streetscape configurations are described for each street below.

LOCATION OF REQUIRED BUFFER	REQUIRED BUFFER
FORDHAM BLVD	0' (NO BUFFER REQUIRED)
ESTES DRIVE	0' (NO BUFFER REQUIRED)
WILLOW DRIVE	0' (NO BUFFER REQUIRED)
ADJACENT TO PIN 9799234058	10' TYPE B

*Please refer to Design Standards for details.*

Similar to the requested modifications to the required setbacks, this modification will allow the proposed redevelopment of University Place to actively engage the public realm, which will contribute to the success and overall vibrancy of the center. If buffers were installed that met the minimum requirements of the LUMO, University Place would be separated from the surrounding public streets with dense vegetation. This arrangement is not conducive to the development of a high-density, high-intensity mixed-use development. In place of buffers, a streetscape alternative is proposed:

#### **Willow Drive Streetscape:**

- Sidewalk (min): 5' (Existing to remain)
- Planting strip (min): 3'
- Outdoor Amenity Space/Tree Planting Zone (min): 8' (preserve existing mature trees where possible)

- Tree Spacing (on center, avg): 40' (space proposed trees around and between existing mature trees as needed)
- Bike Lane (min): 4.5'

**Fordham Boulevard Streetscape:**

- Sidewalk (min): N/A\* (\*Multi-use path proposed as alternative to sidewalk)
- Multi-use Path: 10' (with 2' clear zone)
- Tree Planting Zone (min): 8' - (preserve existing mature trees where possible)
- Tree Spacing (on center, avg): 40' - (space proposed trees around and between existing mature trees as needed)

**Estes Drive Streetscape:**

- Sidewalk (min): N/A\* (\*Multi-use path proposed as alternative to sidewalk)
- Multi-use Path: 10' (with 2' clear zone)
- Tree Planting Zone (min): 8' - (preserve existing mature trees where possible)
- Tree Spacing (on center, avg): 40' - (space proposed trees around and between existing mature trees as needed)

### **TREE CANOPY COVERAGE MODIFICATION**

The Land Use Management Ordinance Article 5.7.2 sets forth the following minimum tree canopy coverage requirements for the redevelopment of University Place:

<b>PROPOSED USE</b>	<b>MINIMUM TREE CANOPY COVERAGE REQUIRED</b>
MULTIFAMILY	30%
COMMERCIAL	30%
OFFICE	30%
MIXED-USE	40%

As part of the approval of the requested special use permit, University Place is requesting the following modifications to the required tree canopy coverage:

<b>PROPOSED USE</b>	<b>MINIMUM TREE CANOPY COVERAGE REQUIRED</b>
MULTIFAMILY	20%
COMMERCIAL	20%
OFFICE	20%
MIXED-USE	20%

Per §5.7.2.b of the Chapel Hill LUMO, “The town council may allow a modification to these regulations when public purposes are met and canopy removal supports other goals of the Town, including but not limited to:

- > Goals of the Comprehensive Plan
- > LEED or “green” building and low impact development, including solar access and “daylighting”
- > Affordable housing
- > Stormwater management
- > Community character of adjoining development, or established managed landscape, or established streetscapes

University Place is requesting the tree canopy coverage modification due to several factors related to redevelopment.

University Place is an existing non-residential development constructed prior to the current Land Use Management Ordinance. Tree canopy coverage requirements were not in place at the time of the original approval of University Place so meeting this requirement during the redevelopment of the parcel is problematic when the intention is to increase the density and intensity of the development. The requested reduction is a more reasonable tree canopy coverage requirement given the existing development on the parcel.

Additionally, University Place is envisioned as a mixed-use community with up to 600,000 square feet of non-residential uses, up to 300 residential dwelling units, and up to 150 hotel rooms. A development of this scope requires impervious surfaces that are not suitable for the planting of vegetation. The requested reduction is the minimum necessary to create a substantial tree canopy cover without limiting the ability to redevelop the site.

The redevelopment of University Place is in keeping with the goals of the Town of Chapel Hill Comprehensive Plan.

- > **A Place for Everyone:** University Place is, and will continue to be, a part of the fabric of Chapel Hill. The redevelopment and increased square footage for non-residential uses will create even more places and spaces for residents and visitors.
- > **Community Prosperity and Engagement:** University Place is an aging mall at a time when traditional malls all across the country are failing. The redevelopment of University Place will allow it to prosper into the future, which will ultimately contribute to the success and prosperity of Chapel Hill as a whole.
- > **Getting Around:** As part of the redevelopment, greenways, walking trails, and sidewalks will be constructed. Additionally, improvements to the transportation network will be constructed as required by the Traffic Impact Analysis. The requested special use permit will enhance the ability of pedestrians, bikes, and vehicles to move around Chapel Hill.
- > **Good Place, New Spaces:** The requested special use permit allows for a new mixed-use center where an aging commercial mall is located. The redeveloped University Place will be a 'good space' and will include new open spaces in areas that will add interest throughout the site and allow residents and visitors to gather and enjoy the outdoors while staying on site.
- > **Nurturing Our Community:** University Place was constructed prior to modern environmental regulations intended to protect and preserve natural resources, which means that stormwater treatment and impervious surfaces do not meet the modern standards for environmental protection. As part of the redevelopment, impervious surfaces will be removed from the site to provide some increased level of environmental protection.

### **BUILDING HEIGHT MODIFICATION**

The Land Use Management Ordinance Article 3.8.2 sets forth the building height maximums in the CC, Community Commercial zoning district:

<b>BUILDING HEIGHT, SETBACK</b>	34'
<b>BUILDING HEIGHT, CORE</b>	60'

As part of the approval of the requested special use permit, University Place is requesting the following modifications to the maximum permitted building height:

<b>POD A and C</b>	
<b>BUILDING HEIGHT, SETBACK</b>	75' (5 STORIES)
<b>BUILDING HEIGHT, CORE</b>	90' (7 STORIES)

<b>POD D</b>	
<b>BUILDING HEIGHT, SETBACK</b>	34' (3 STORIES)
<b>BUILDING HEIGHT, CORE</b>	45' (3 STORIES)

*Please refer to Design Standards for details.*

In an effort to reduce the building footprints on the parcel while still creating a high-density, high-intensity mixed-use center, University Place is requesting a modification to allow increased maximum building heights. This modification will allow for vertically mixed-use buildings that will create more interesting spaces and places while reducing building footprints to conserve the available land area. This modification will also give the development a sense of place and identity that will enhance the vibrancy and long-term viability of the project.

### **IMPERVIOUS SURFACE RATIO MODIFICATION**

The Land Use Management Ordinance Article 3.8.2 limits the maximum impervious surface ratio in the CC, Community Commercial district to **70%** of the total lot area. As part of the approval of the requested special use permit, University Place is requesting a modification to allow a maximum impervious surface ratio of **75%**.

The current impervious surface maximums were not in place when University Place was constructed over 40 years ago. As such, approximately **78%** of the site is currently covered with impervious surfaces. As part of the redevelopment of this parcel, the applicant is proposing to remove some of the existing impervious surfaces and replace them with open spaces, landscaping, or other features. Removal of at least 3% of the existing impervious surface will result in over 55,000 square feet of land being converted to pervious surfaces while allowing the redevelopment of the proposed mixed-use center at the density and intensity envisioned by the associated special use permit master plan.



**PARKING MODIFICATION**

The Land Use Management Ordinance Article 5.9.7 sets forth minimum and maximum parking requirements for potential residential, commercial, and office uses on site. As part of the approval of the requested special use permit, University Place is requesting a modification to allow for a 30% reduction in parking for parking areas to be shared by multiple uses.

In effort to reduce impervious surface on the site while increasing the density of uses on the site, allowing for a parking reduction will serve to benefit the overall site design, intent of the site, and Town goals. Improved bicycle and pedestrian connectivity through added sidewalks, multi-use paths, and bike lanes allows for alternative modes of transportation to and from the site, benefiting both the environment and visitor experience.

In addition to shared parking for the project as a whole, the following modifications to parking requirements for specific uses are requested. An asterisk (\*) in the chart below denotes the modifications to the LUMO.

Required by LUMO:

PARKING REQUIREMENTS	VEHICLE		BICYCLE	
RESIDENTIAL USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
Multifamily Dwelling Units, as follows:				
Studio / 1 Bedroom	1.0/Unit	1.25/Unit	1 per 4 units	20% / 80%
2 Bedroom	1.4/Unit	1.75/Unit	1 per 4 units	20% / 80%
3 Bedroom	1.75/Unit	2.25/Unit	1 per 4 units	20% / 80%
4+ Bedroom	2.0/Unit	2.5/Unit	1 per 4 units	20% / 80%
Independent Senior Living Facility	0.5/Unit	0.7/Unit	Min. 4; 1 per senior unit	20% / 80%
COMMERCIAL USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
All Commercial Uses:				
			Under 100,000 sq. ft. floor area: Min 4; 2 additional spaces per every 2,500 sq. ft. of floor area for 1st 10,000 sq. ft.; then 1 additional space per 5,000 sq. ft.; Over 100,000 sq. ft. floor area: 1 space per 10,000 sq. ft. floor area	
Business, general	1 per 300 SF	1 per 200 SF		80% / 20%
Bank	1 per 250 SF	1 per 150 SF	Min 4; 2 additional spaces per every 2,500 sq. ft. of floor area	80% / 20%
Other Convenience Businesses	1 per 375 SF	1 per 250 SF	Min 4; 2 additional spaces per every 2,500 sq. ft. of floor area	80% / 20%
Manufacturing, Light (accessory use only)	1 per 1,250 SF	1 per 9,000 SF	Min 4	80% / 20%
Movie Theater	1 per 5 seats	1 per 4 seats	Min 8; 1 per 50 seats	80% / 20%
Personal Services	1 per 375 SF	1 per 250 SF	Min 4; 2 additional spaces per every 2,500 sq. ft. of floor area	80% / 20%
Place of Assembly	1 per 4 persons	1 per 2.5 persons	Min 8; 1 per 40 seats	80% / 20%
Restaurant/Bar	1 per 110 SF	1 per 75 SF	Min 4; 2 additional spaces per every 1,000 sq. ft. of floor area	80% / 20%
OFFICE USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
All Office Uses:				80% / 20%
Business, office type	1 per 350 SF	1 per 250 SF	Min 4; 2 additional spaces per every 2,500 sq. ft. of floor area	80% / 20%
Clinic	1 per 225 SF	1 per 200 SF	Min 4; 2 additional spaces per every 2,500 sq. ft. of floor area	80% / 20%
Place of Worship	1 per 5 seats	1 per 2 seats	Min 8; 1 per 50 seats	80% / 20%
Public Cultural Facility	1 per 500 SF	1 per 350 SF	Min 8; 2 additional spaces per every 5,000 sq. ft. of floor area	80% / 20%
Public Use Facility	1 per 350 SF	No max	Min 8; 2 additional spaces per every 4,000 sq. ft. of floor area	80% / 20%
Research Activities	1 per 350 SF	1 per 225 SF	Min 4; 2 additional spaces per every 4,000 sq. ft. of floor area	80% / 20%
School - Elementary/Middle	1 per staff member	1 per 1.25 staff members	Min 8; 1 per 10 students	80% / 20%
School - High School	1 per 4 students	1 per 3 students	Min 8; 1 per 10 students	80% / 20%
HOTEL USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
Hotel or Motel	0.9/Lodging Unit	1.25/Lodging Unit	1 per 15 Lodging Units	20% / 80%

Proposed:

PARKING REQUIREMENTS	VEHICLE		BICYCLE	
RESIDENTIAL USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
Multifamily Dwelling Units, as follows:				
Studio / 1 Bedroom	1.0/Unit	1.25/Unit	1 per 4 units	20% / 80%
2 Bedroom	1.25/Unit*	1.75/Unit	1 per 4 units	20% / 80%
3 Bedroom	1.75/Unit	2.25/Unit	1 per 4 units	20% / 80%
4+ Bedroom	2.0/Unit	2.5/Unit	1 per 4 units	20% / 80%
Independent Senior Living Facility	0.5/Unit	1.0/Unit*	1 per 2 units*	20% / 80%
COMMERCIAL USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
All Commercial Uses, Except:	1 per 300 SF*	1 per 200 SF*	1 per 2,500 SF*	80% / 20%
Restaurant/Bar	1 per 150 SF*	1 per 75 SF*	1 per 2,500 SF*	80% / 20%
OFFICE USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
All Office Uses	1 per 300 SF*	1 per 200 SF*	1 per 2,500 SF*	50% / 50%*
HOTEL USES	MIN.	MAX.	MIN.	SHORT/LONG TERM
Hotel or Motel	0.9/Lodging Unit	1.25/Lodging Unit	1 per 15 Lodging Units	20% / 80%

\*Denotes a modification from LUMO Standards.

### **SIGN MODIFICATION**

The Land Use Management Ordinance Article 5.14 sets forth sign regulations for type, size, display, maximum number, and illumination. Modifications are requested to allow for a Gateway sign in addition to the commercial center signs permitted. Currently, the maximum number of commercial center signs per street frontage is one (1), and this request would allow for one additional sign on Fordham Blvd.

<b>COMMERCIAL SIGN</b>	<b>LUMO REQUIREMENTS</b>
HEIGHT	14'
WIDTH	10'
THICKNESS	12"
SIGN STRUCTURE PLUS DISPLAY SURFACE	144 SF
MAX # PER STREET FRONTAGE	1
ILLUMINATION	Permitted during business hours only

As part of the approval of the requested special use permit, University Place is requesting the following modifications to the commercial sign regulations, applicable only to the gateway sign:

<b>COMMERCIAL SIGN</b>	<b>PROPOSED MODIFICATIONS</b>
HEIGHT	24'
WIDTH	12'
THICKNESS	24"
SIGN STRUCTURE PLUS DISPLAY SURFACE	288 SF
MAX # PER STREET FRONTAGE	2 (Fordham Blvd only)
ILLUMINATION	Permitted during business hours and non-business hours

Additionally, modifications are requested for outparcel ground signs.

GROUND SIGN	LUMO REQUIREMENTS
DISTANCE (FROM OTHER COMMERCIAL GROUND SIGNS)	150'
MAX # PER STREET FRONTAGE	1
MAX # PER LOT	1
GROUND SIGNS PERMITTED ON THE SAME ZONING LOT WITH A PROJECTING SIGN	No, unless signs are located on different street frontages

As part of the approval of the requested special use permit, University Place is requesting the following modifications to the ground sign regulations:

GROUND SIGN	PROPOSED MODIFICATIONS
DISTANCE (FROM OTHER COMMERCIAL GROUND SIGNS)	100'
MAX # PER STREET FRONTAGE	No max; must have minimum 100' spacing
MAX # PER LOT	No max; must have minimum 100' spacing
GROUND SIGNS PERMITTED ON THE SAME ZONING LOT WITH A PROJECTING SIGN	Yes; must have minimum 100' spacing

The current approved unified sign plan allows for five (5) ground signs for outparcels (K&W, Harris Teeter, Fuel, SunTrust, and former Wells Fargo bank as the five) in addition to the three (3) commercial center signs, therefore the request is in line with what is currently permitted. These changes will ultimately be incorporated into a revised unified signage package to be submitted and approved before any of the signage modifications are permitted to be constructed.

November 12, 2020

Ms. Judy Johnson  
Mr. Jake Lowman  
Planning & Development Service  
Town of Chapel Hill  
405 Martin Luther King Jr. Blvd.  
Chapel Hill, North Carolina 27514

**RE:        University Place – Special Use Permit Modification  
             Resource Conservation District Modification Request  
             RAM-19000**

Ms. Johnson / Mr. Lowman,

On behalf of the owner, RRPV University Chapel Hill LP (dba - Ram Realty Advisors), and in conjunction with the submittal of the Special Use Permit (SUP) Modification application for the University Place project at 201 S. Estes Drive we are providing this Resource Conservation District (RCD) modification request. The proposed modification is to address accommodation of the changes to the already existing RCD impacts on the site as opposed to permitting new impacts to the RCD. The proposed encroachments associated with the pending SUP and eventual Zoning Compliance Permit (ZCP) applications show an overall reduction in the impacts to the RCD. Two exhibits are attached - one depicting the existing conditions and existing RCD impacts and the second showing the proposed redevelopment with the reduced RCD impacts.

#### Existing Conditions

The mall was developed in the 1970's prior to the implementation of the Town's resource conservation district overlay. The majority of the site then, and now, lies within the floodplain associated with Bolin Creek, located on the south side of S. Estes Drive and therefore within the RCD set at 3-feet above the 100-year floodplain elevation. University Place is not impacted by the typical 150-foot wide, 3-zone, RCD buffer measured from the top-of-bank of Bolin Creek. The existing buildings, sidewalks, parking and drive aisles, with the exception of the Harris Teeter and K&W buildings, all lie within the RCD based on floodplain. In recent years, as improvements have been made to University Place to attract new tenants and remain a viable asset for the owner and economic contributor to the Town the required flood proofing modifications have been completed where required by FEMA regulations and the Town's Flood Damage Prevention Ordinance.

The original mall total site impervious area 1,472,295 square feet (77.9%) of buildings, sidewalks, parking and drive aisles was constructed prior to the establishment of the RCD. The impervious area of the mall

within the RCD and floodplain is 1,300,267 sf. The comparison of this high existing impervious percentage and the proposed reduction in impervious area spelled out below provides a quantifiable measure of the improvement that will be provided by the redevelopment.

#### Proposed Condition

The redevelopment of University Place being requested with the SUP Modification will remove, relocate, or reconfigure the existing RCD encroachments. The total encroachment by buildings, sidewalks, parking and drive aisles will reduce the amount of impervious area in the RCD. The current concept plan for University Place proposes a total of 1,416,737 sf of impervious area (75%) for the entire site. An overall reduction of 55,558 sf or 1.27-acres represents a 3.8% reduction in overall impervious area. Of that total, the current concept plan proposes 1,247,810 sf is in the RCD. A reduction of 52,466 sf or 1.20-acres, representing a 4.0% reduction of impervious area in the RCD.

The Town's Land Use Management Ordinance, Section 3.6.3 is geared toward the protection of undeveloped RCD throughout the Town's jurisdiction. The existing improvements at University Place, constructed well before the implementation of the RCD, obviously does not reflect the requirements of the RCD ordinance. The redevelopment of University Place as proposed in the current SUP application is necessary to allow University Place to remain a valuable asset for both the Town and the owner. While the redevelopment cannot meet the specific requirements of Section 3.6.3 it can provide significant improvements to the current impacts in areas identified in the RCD ordinance.

*LUMO Sec. 3.6.3.(i)(4) - Application of the resource conservation district to the reconstruction, rehabilitation renovation, or expansion of development existing within the regulatory floodplain and floodway.*

- a. Within the regulatory floodplain, the reconstruction, rehabilitation, or renovation of a development existing, or for which construction had substantially begun, on or before March 19, 1984, is prohibited unless the reconstruction, rehabilitation, or renovation complies with the requirements of the Federal Emergency Management Agency, or its successor agency, in place at the time of reconstruction, rehabilitation, or renovation*
- b. Within the regulatory floodplain, the expansion of a development existing, or for which construction had substantially begun, on or before March 19, 1984, is prohibited unless:*
  - 1. The expansion is permitted by subsection (e) and meets the design standards of subsection (g) of this section; or*
  - 2. The expansion is permitted by a variance authorized by this article and approved by the board of adjustment*

The previous improvements that have been made at University Place fall within Section 3.6.3.(i)(4)a. above and have met the requirements of the LUMO, FEMA regulations and the Town's Flood Damage Prevention Ordinance. Future improvements, whether renovations or demolition & reconstruction of the existing buildings within the footprint of the existing building, will continue to be designed and constructed to meet these requirements.

New construction beyond the footprints of the existing mall building, or other buildings, fall under Section 3.6.3.(i)(4)b. The Use Table referenced in subsection (e) provides a list of uses permitted, prohibited, or permitted with a SUP or subdivision approval. The items in the table are adapted from the State's Use Table for uses within riparian stream buffers. The Town's ordinance extends the stream buffers adjacent to perennial streams to 150-feet compared to the State's 50-foot requirement. The application of the Use Table also extends within that 150-foot buffer. The existing buildings at University Place are 175-feet, (former SunTrust Bank branch building, now First Horizon Bank) to 425-feet (the main enclosed mall building) from the banks of Bolin Creek. While it is understandable that the Use Table would apply to the Town's extension of the stream buffer and potentially for RCD associated with floodplain on undeveloped property, the application to the expansion and improvement of an existing development would cause University Place to continue to diminish in value as an asset to the owner and the Town.

As such, we request a modification to the application of the RCD ordinance to University Place to allow the expansion of University Place within the existing floodplain and RCD associated with that floodplain for all proposed buildings, and other improvements. The proposed buildings and site improvements will be required to meet the requirements of the FEMA regulations and the Town's Flood Damage Prevention Ordinance. These requirements include the modelling of the floodplain of Bolin Creek to show that the improvements have no impact to, and create no increase to, the existing floodplain elevation. Furthermore, the redevelopment of University Place will reduce the impervious area within the floodplain and RCD. Therefore, the redevelopment will reduce nutrient run-off associated with impervious surfaces as well as the water quantity run-off from the site. These reductions are in keeping with the goals stated in the LUMO Section 3.6.3 for the establishment of the RCD.

Thank you for your consideration of the request for approval of an RCD Exemption for these necessary impacts.

Sincerely,

**MCADAMS**

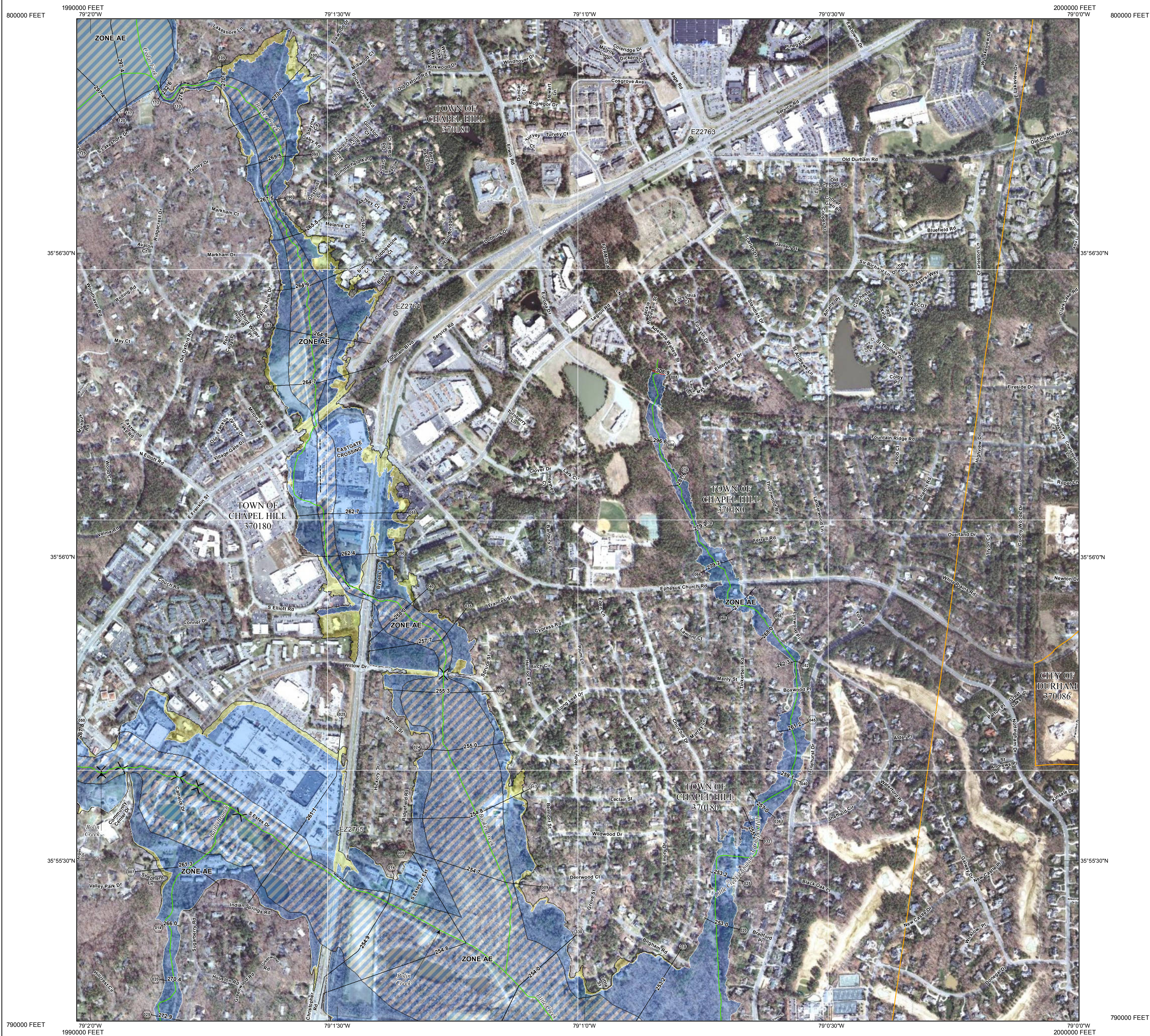


William H. Derks, PE  
VP – Land Development

WHD/ca

Enclosures





This digital Flood Insurance Rate Map (FIRM) was produced through a unique cooperative partnership between the State of North Carolina and the Federal Emergency Management Agency (FEMA). The State of North Carolina has implemented a long term approach to floodplain management to decrease the costs associated with flooding. This is demonstrated by the State's commitment to map flood hazard areas at the local level. As a part of this effort, the State of North Carolina has joined in a Cooperating Technical State agreement with FEMA to produce and maintain this digital FIRM.

## FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR ZONE DESCRIPTIONS AND INDEX MAP  
THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING  
DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTP://FRIS.NC.GOV/FRIS](http://FRIS.NC.GOV/FRIS)

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE)
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
		0.2% Annual Chance Flood Hazard, Areas of 1% Annual Chance Flood with Average Depth Less Than One Foot or With Drainage Areas of Less Than One Square Mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee See Notes Zone X
		Areas Determined to be Outside the 0.2% Annual Chance Floodplain Zone X
OTHER AREAS OF FLOOD HAZARD		Channel, Culvert, or Storm Sewer Accredited or Provisionally Accredited Levee, Dike, or Floodwall
		Non-accredited Levee, Dike, or Floodwall
OTHER AREAS		North Carolina Geodetic Survey bench mark
		National Geodetic Survey bench mark
		Contractor Est. NCFMP Survey bench mark
		Cross Sections with 1% Annual Chance Water Surface Elevation (BFE)
		Coastal Transect
		Coastal Transect Baseline
		Profile Baseline
		Hydrographic Feature
		Limit of Study
		Jurisdiction Boundary

## NOTES TO USERS

For information and questions about this map, available products associated with this FIRM including historic versions of this FIRM, how to order products or the National Flood Insurance Program in general, please call the FEMA Map Information eXchange at 1-877-FEMA-MAP (1-877-336-2627) or visit the FEMA Map Service Center website at <http://msc.fema.gov>. An accompanying Flood Insurance Study report, Letter of Map Revision (LOMR) or Letter of Map Amendment (LOMA) revising portions of this panel, and digital versions of this FIRM may be available. Visit the North Carolina Floodplain Mapping Program website at <http://www.ncfloodmaps.com> or contact the FEMA Map Service Center.

Communities annexing land on adjacent FIRM panels must obtain a current copy of the adjacent panel as well as the current FIRM index. These may be ordered directly from the Map Service Center at the number listed above.

For community and countywide map dates refer to the Flood Insurance Study report for this jurisdiction.

To determine if flood insurance is available in the community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Flood Insurance Study (FIS) means an examination, evaluation, and determination of flood hazards, corresponding water surface elevations, flood hazard risk zones, and other flood data in a community issued by the North Carolina Floodplain Mapping Program (NCFMP). The Flood Insurance Study (FIS) is comprised of the following products used together: the Digital Flood Hazard Database, the Water Surface Elevation Raster, the digitally derived, autogenerated Flood Insurance Rate Map and the Flood Insurance Survey Report. A Flood Insurance Survey is a compilation and presentation of flood risk data for specific watercourses, lakes, and coastal flood hazard areas within a community. This report contains detailed flood elevation data, data tables and FIRM indices. When a flood study is completed for the NFIP, the digital information, reports and maps are assembled into an FIS. Information shown on this FIRM is provided in digital format by the NCFMP. Base map information shown on this FIRM was provided in digital format by the NCFMP. The source of this information can be determined from the metadata available in the digital FLOOD database and in the Technical Support Data Notebook (TSND).

ACCREDITED LEEVE NOTES TO USERS: If an accredited levee note appears on this panel check with your local community to obtain more information, such as the estimated level of protection provided (which may exceed the 1-percent-annual-chance level) and Emergency Action Plan, on the levee system(s) shown as providing protection. To maintain accreditation, the levee owner or community is required to submit the data and documentation necessary to comply with Section 65.10 of the NFIP regulations. If the community or owner does not provide the necessary data and documentation or if the data and documentation provided indicates the levee system does not comply with Section 65.10 requirements, FEMA will revise the flood hazard and risk information for this area to reflect de-accreditation of the levee system. To mitigate flood risk in residual risk areas, property owners and residents are encouraged to consider flood insurance and floodproofing or other protective measures. For more information on flood insurance, interested parties should visit the FEMA Website at <http://www.fema.gov/business/nfip/index.shtm>.

PROVISIONALLY ACCREDITED LEEVE NOTES TO USERS: If a Provisionally Accredited Levee (PAL) note appears on this panel, check with your local community to obtain more information, such as the estimated level of protection provided (which may exceed the 1-percent-annual-chance level) and Emergency Action Plan, on the levee system(s) shown as providing protection. To mitigate flood risk in residual risk areas, property owners and residents are encouraged to consider flood insurance and floodproofing or other protective measures. For more information on flood insurance, interested parties should visit the FEMA Website at <http://www.fema.gov/business/nfip/index.shtm>.

LIMIT OF MODERATE WAVE ACTION NOTES TO USERS: For some coastal flooding zones the AE Zone category has been divided by a Limit of Moderate Wave Action (LIMWA). The LIMWA represents the approximate landward limit of the 1.5-foot breaking wave. The effects of wave hazards between the VE Zone and the LIMWA (or between the shoreline and the LIMWA for areas where VE Zones are not identified) will be similar to, but less severe than those in the VE Zone.

Limit of Moderate Wave Action (LIMWA)

COASTAL BARRIER RESOURCES SYSTEM (CBRS) NOTE

This map may include approximate boundaries of the CBRS for informational purposes only. Flood insurance is not available within CBRS areas for risk areas, property owners are encouraged to consider flood insurance and floodproofing or other protective measures. For more information see <http://www.fws.gov/cbra>, the FIS Report, or call the U.S. Fish and Wildlife Service Customer Service Center at 1-800-344-WILD.

CBRS Area Otherwise Protected Area

## SCALE



Map Projection:  
North Carolina State Plane Projection Feet (Zone 3200)  
Datum: NAD 1983 (Horizontal), NAVD 1986 (Vertical)

1 inch = 500 feet 1:6,000

0 250 500 1,000 Feet  
0 75 150 300 Meters

## PANEL LOCATOR

Caswell	9920	9940	9960	9980	9990	0900	0910	Person
		9849	9859		9889	9899	0809	9819
	9828	9848	9858	9868	9888	9898	0808	9818
9827	9837	9847	9857	9867	9877	9887	9897	0807
9826	9836	9846	9856	9866	9876	9886	9896	0806
9825	9835	9845	9855	9865	9875	9885	9895	0805
9824	9834	9844	9854	9864	9874	9884	9894	0804
9823	9833	9843	9853	9863	9873	9883	9893	0803
9822	9832	9842	9852	9862	9872	9882	9892	0802
	9820	9841	9851	9861	9871	9881	9891	0801
		9840	9850	9860	9870	9880	9890	0800
9729	9739	9749	9759	9769	9779	9789	9799	0700
9728	9738	9748	9758	9768	9778	9788	9798	0700
9727	9737			9767	9777	9787	9797	
		9746		9766	9776	9786	9796	

# National Flood Insurance Program

## NORTH CAROLINA FLOODPLAIN MAPPING PROGRAM

### NATIONAL FLOOD INSURANCE PROGRAM

#### FLOOD INSURANCE RATE MAP

## NORTH CAROLINA

PANEL 9799

Panel Contains:

COMMUNITY  
CHAPEL HILL, TOWN OF  
DURHAM, CITY OF

CID  
370180  
370086

PANEL  
9799  
9799

SUFFIX  
L  
L

VERSION NUMBER  
2.3.3.2

MAP NUMBER  
3710979900L

MAP REVISED  
January 19, 2019



## Orange Water and Sewer Authority Project Fact Sheet

<b>Project Information</b>									
Project: University Place					Parcel PIN No.: 9799125797				
Location: 201 S. Estes Drive					Tax Map No.:				
Project Owner: RAM Realty Advisors					Project Engineer: McAdams				
Contact Person: Ashley Saulpaugh					Contact Person: Bill Derks				
Address: 127 W. Worthington Ave. Suite 290 Charlotte, NC 28203					Address: 2905 Meridian Parkway Durham, NC 27713				
E-mail: asaulpaugh@ramrealestate.com					E-mail: derks@mcadamsco.com				
Telephone: 704-377-6730					Telephone: 919-361-5000				
<b>Project Description</b>									
<input type="checkbox"/> Residential		No. of Buildings: <b>13</b>			Pool		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Commercial/Industrial		No. of Dwelling Units: <b>300</b>			Clubhouse		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<input checked="" type="checkbox"/> Mixed Use		No. of Commercial Units:			Elevator		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<input checked="" type="checkbox"/> Other (describe project) 450,000 sf Commercial, 150,000 sf Office, 150 room Hotel									
Food Cooking, Preparation, or Serving Facility							<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes provide detailed letter of explanation.									
Will there be a facility cooling system (i.e. Evaporative Cooling System)							<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If Yes provide detailed letter of explanation.									
<b>Project Water Demand and Wastewater Discharge</b>									
Estimated Water Demand (gpd):									
Estimated Wastewater Discharge (gpd): 190,250 gpd (x 2.5 = 475,625 sf) includes extg. sf									
Un-metered Water returned to OWASA Sewer Collection System							<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If Yes provide detailed letter of explanation + calculations of estimated discharges (avg. day).									
Estimated Wastewater Discharge from Un-metered Systems (gpd):									
<b>Public Water and/or Sewer Line Extension Footage</b>									
Diameter (in.)		Off-Site			On-Site				
		Water Line (ft.)		Sewer Line (ft.)	Water Line (ft.)		Sewer Line (ft.)		
2"				NA			NA		
4"				NA			NA		
6"				NA			NA		
8"									
12"									
16"									
Other									
<b>Total (ft.)</b>									
<b>Certifications</b>									
Owner Signature:							Date:		
Engineer Signature:							Date:		
<b>OWASA Office Use</b>									
Plan Review Fee					Construction Observation Fee				
	Ft.		Rate	Fee		Ft.		Rate	Fee
Water		x	=		Water		x	=	
Sewer		x	=		Sewer		x	=	
Total Plan Review and Construction Observation Fees:									
Calculated by					Received by				
Date Calculated					Date Received				

**University Place Redevelopment - Estimated Sewer Flows**  
Chapel Hill, North Carolina

**RAM Realty Advisors**  
Revised 11/12/2020

<u>GENERAL OFFICE</u>						
gsf	# employees	Daily flow		GPD		
150,000	1,500	25	gpd/person	37,500		
<u>RETAIL</u>						
gsf	# sf	Daily flow		GPD		
450,000	450	130	gpd/1,000 sf	58,500		
<u>CINEMA</u>						
gsf	# employees	Daily flow		GPD		
50,000	50	25	gpd/person	1,250		
<u>HOTEL</u>						
gsf	# rooms	Daily flow		GPD		
116,000	150	120	gpd/room	18,000		
<u>RESIDENTIAL</u>						
gsf	# units	Daily flow		GPD		
300,000	300	250	gpd/unit	75,000		
<u>TOTAL PROGRAM</u>						
gsf				GPD	peaking factor	Total GPD
1,066,000				190,250	2.5	475,625

November 11, 2020

Town of Chapel Hill  
Planning Department  
405 Martin Luther King Jr. Blvd.  
Chapel Hill, NC 27514-5705

RE: **University Place (Permit #19-130)**  
**Estes Drive**  
**Round 2 – SUP Submittal**  
**RAM-19000**

The following are the response comments for the above-mentioned project. Our response comments are in **bold**.

**DEVELOPMENT SERVICES:**

**Jake Lowman 919. 969. 5082**

1. Please include phasing plan in the special use permit application  
**Response: The exact phasing of the University Place development has not yet been determined and will be dependent on market parameters. A note has been added to the note sheet on the plan depicting that the project will be completed in phases which may include subphases.**
1. Please include as much information as possible/ practical per block. Comment Revision: It seems that less information is provided per block with this iteration. Can you please explain why.  
**Response: More detailed information may be found in the Design Standards booklet submitted with the plan set.**
2. Please include and incorporate the details of a Resource Conservation District Encroachment Request with the revised application in order to address RCD standards or requested modifications to those standards.  
**Response: An RCD modification request document has been included in this submittal.**
3. Provide a full description of modifications to regulations. Provide LUMO Section references for all requested Modifications to regulations. Clearly state the LUMO requirement, the extent of the modification, and the justification for such modification in bulleted or tabular format for easy cross-reference.  
**Response: A modifications document has been included in this submittal.**
4. Please be consistent in using terms relating to use as seen in the Land Use Management Ordinance.  
**Response: Language has been revised to remain consistent with language used in the Land Use Management Ordinance.**

5. Statements suggest a max of 150 hotel rooms on site, but the alternate conversion plan shows max of 275 rooms in general notes section. It may be in your best interest to combine statements 4 and 6 on the cover sheet to justify the caps for hotels rooms.

**Response: Note 4 and 6 have been combined. Note 4 has been revised to include the following statement "MAXIMUM OF 150 HOTEL ROOMS SHALL BE PERMITTED AND SHALL BE TRANSFERABLE BETWEEN PODS A & C. IN THE EVENT THAT LESS THAN 300 RESIDENTIAL UNITS ARE CONSTRUCTED AT THE PROPERTY, UNUSED RESIDENTIAL UNITS MAY BE CONVERTED TO ADDITIONAL HOTEL ROOMS AT A RATE OF ONE (1) ADDITIONAL HOTEL ROOM PER ONE (1) UNUSED RESIDENTIAL UNIT; HOWEVER, THE TOTAL NUMBER OF HOTEL ROOMS SHALL NOT EXCEED 275 ROOMS INCLUDING CONVERSIONS."**

6. Can you provide more information on the potential subdivision of lots?

**Response: At this time the plan remains as a pod-style layout. Subdivision of lots will be determined at the time of ZCP. Note 1 on the cover sheet details that the project may be subdivided into up to 14 parcels.**

#### **ENGINEERING:**

**Ingrid Norby 919. 969. 5097**

7. General Notes: clarify number of total possible hotel rooms between comments 9 and 11.

**Response: I believe this comment is referencing note 4 and 6, which have been combined to a single note clarifying maximum number of hotel rooms with and without the multifamily conversion.**

8. General Notes: Validate source and math behind parking maximum in note 12.

**Response: Note 12 referenced was not included in our second submittal.**

9. General Notes: Validate source of a 20% reduction in required parking spaces in note 20.

**Response: The note referenced is Note 13 in our second submittal, and now Note 12. Per conversations with staff, a 30% reduction in required parking is allowable for shared parking between uses on the site.**

10. General Notes: Validate sources of notes 18 and 19.

**Response: The note referenced was not included in our second submittal.**

11. Recommend developing an emergency plan for potential residents during flooding events.

**Response: Noted, thank you. This may be incorporated at the time of ZCP/building permit.**

## **FIRE:**

**Chris Kearns 919. 969. 5080**

**Response: Per our discussions, the Fire comments (13 – 45 below) are noted and will be addressed/incorporated at the time of ZCP.**

13. NCFPC Section 510. Emergency responder radio coverage in new buildings. All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communication systems.
14. PRIVATE FIRE SERVICE MAINS [FIRE SPRINKLER LATERAL(S)]: Private fire service mains and appurtenances shall be installed in accordance with NFPA 24. 2018 NCFC Section 507
15. SPRINKLERS: Any building with more than 6000 sf of floor space is required to have a sprinkler system. Town Ordinance 7-56.
16. FDC/STANDPIPES;3313.1 Where required. In buildings required to have standpipes by Section 905.3.1, not less than one standpipe shall be provided for use during construction. Such standpipes shall be installed prior to construction exceeding 40 feet (12192 mm) in height above the lowest level of fire department vehicle access. Such standpipe shall be provided with fire department vehicle access. Such standpipe shall be provided with fire department hose connections at accessible locations adjacent to usable stairways. Such standpipes shall be extended as construction progresses to within one floor of the highest point of construction having secured decking or flooring. 2018 NCFC Section 313
17. CONSTRUCTION/DEMOLITION; All Construction and demolition conducted shall be in compliance of the current edition of the NC Fire Code. 2018 NCFC Chapter 33
18. FIRE WATCH; During construction and demolition where hot work, materials subject to spontaneous combustion, or other hazardous construction or demolition is occurring, the owner or their designee shall be responsible for maintaining a fire watch. The fire watch shall consist of at least one person with a means of communicating an alarm to 911, shall have a written address posted in a conspicuous location, and shall maintain constant patrols. 2018 NCFC Section 3304.5
19. FIRE COMMAND CENTER; 508.1 General. Where required by sections of this code and in all buildings classified as a high-rise buildings by the International Building Code, a fire command center for fire department operations shall be provided and shall comply with Sections 508.1.1 through 508.1.6. 2018 NCFC Section 508
20. FIRE DEPARTMENT CONNECTIONS, INSTALLATION; A working space of not less than 36" in width and depth and a working space of 78" in height shall be provided on all sides with the exception of wall mounted FDCs

unless otherwise approved by the fire code official. The FDCs where required must be physically protected by an approved barrier from impacts. 2018 NCFC Section 912

21. FIRE DEPARTMENT CONNECTIONS, LOCATIONS; Any required FDCs for any buildings shall meet the design and installation requirements for the current, approved edition of NFPA 13, 13D, 13R, or 14 of the NCFC and Town Ordinances; 7-38 for location. FDCs shall be installed on the street/address side of the building and within 100' of a hydrant or unless otherwise approved by the fire code official and shall not be obstructed or hindered by parking or landscaping.
22. FIRE PROTECTION AND UTILITY PLAN; Shall include the fire flow report: for a hydrant within 500' of each building, provide the calculated gallons per minute of with a residual pressure of 20 pounds per square inch. The calculations should be sealed by a professional engineer licensed in the State of NC and accompanied by a water supply flow test conducted within one year of the submittal. Reference Town Design Manual for required gallons per minute.
23. AUTOMATIC FIRE SPRINKLER SYSTEM REQUIRED: An automatic fire sprinkler system meeting the requirements of NFPA Standard #13 is required to be installed in non-residential construction, as follows.
  - (1) In new non-residential structures if:
    - a. The building has more than 6,000 square feet of floor area;
    - b. Twenty (20) per cent or more of the total floor area is more than two hundred (200) feet of travel distance from the nearest access point for a fire truck; or
    - c. The building exceeds two (2) stories or twenty-four (24) feet in height from the average grade of the lot to the windows on the topmost occupied floor.
  - (2) In a structural addition to a non-residential building of more than six thousand (6,000) square feet where the cost of the addition exceeds fifty (50) per cent of the value of the building. Fire sprinklers are required in the addition.
  - (3) In a non-residential building of more than six thousand (6,000) square feet which is either renovated at a cost greater than fifty (50) per cent of value or which is damaged and rebuilt at a cost greater than fifty (50) per cent of value. In addition, all connections shall be located on the street side of each building, and activation of the sprinkler system shall activate both a local building alarm and a supervisory alarm at a twenty-four (24) hour certified and licensed alarm monitoring service. Town Ordinance 7-56
24. FIRE HYDRANTS; C103.1 Hydrant spacing. Fire apparatus access roads and public streets providing required access to buildings in accordance with Section 503 of the International Fire Code shall be provided with one or more fire hydrants, as determined by Section C102.1. Where more than one fire hydrant is required, the distance between required fire hydrants shall be in accordance with Sections C103.2 and C103.3. C103.2 Average spacing. The average spacing between fire hydrants shall be in accordance with Table C102.1. Exception: The average spacing shall be permitted to be increased by 10 percent where existing fire hydrants provide all or a portion of the required number of fire hydrants. C103.3 Maximum spacing. The maximum spacing between fire hydrants shall be in accordance with Table C102.1. 2018 NCFC Appendix C
25. FIRE HYDRANTS; D103. Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet (7925 mm), exclusive of shoulders (see Figure D103.1). 2017 NCFC D 103

26. **WATER SUPPLY FOR FIRE PROTECTION:** When required. An approved water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site. 2018 NCFC 3312
27. **KEY BOXES; 506.1** Where required. Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life- saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys to gain necessary access as required by the fire code official. 2018 NCFC 506.1
28. **ADDRESS IDENTIFICATION; 505.1** Address identification. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road front the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 6 inches (153 mm) high with a minimum stroke width of 3/4 inch (20 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole, or other sign or means shall be used to identify the structure. Address identification shall be maintained. 2018 NCFC 505.1
29. **AERIAL FIRE APPARATUS ACCESS ROADS; D105.1** Where required. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.  
 D105.2 Width. Aerial fire apparatus access roads a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof.  
 D105.3 Proximity to building. At least one of the required access routes meeting this condition shall be located within a minimum of 15 ft (4572 mm) and a maximum of 30 feet (9144) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned or shall be approved by the fire code official.  
 D105.4 Obstructions. Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official. 2018 NCFC Appendix D105
30. **DEVELOPMENTS; D104.1** Buildings exceeding three stories or 30 feet in height. Buildings or facilities exceeding 30 feet (9144 mm) or three stories in height shall have at least two means of fire apparatus access for each structure.  
 D104.2 Buildings exceeding 62,000 square feet in area. Buildings or facilities having a gross building area of more than 62,000 square feet (5760 m<sup>2</sup>) shall be provided with two separate and approved fire apparatus access roads.



Exception: Projects having a gross building area of up to 124,000 square feet (11520 m<sup>2</sup>) that have a single approved fire apparatus access road when all buildings are equipped throughout with approved automatic sprinkler systems.

D104.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses. 2018 NCFC Appendix D104

31. REMOTENESS; D106.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses. 2018 NCFC D106.3
32. MULTIPLE-FAMILY RESIDENTIAL DEVELOPMENTS; D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads. Exception: Projects having up to 200 dwelling units may have a single approved fire apparatus access road when all buildings, including nonresidential occupancies, are equipped throughout with approved automatic sprinkler systems installed in accordance with Section 903.1.1 or 903.3.1.2.  
D106.2 Projects having more than 200 dwelling units. Multiple-family residential projects having more than 200 dwelling units shall be provided with two separate and approved fire apparatus access roads regardless of whether they are equipped with an approved automatic sprinkler system. 2018 NCFC Appendix D 106
33. FIRE LANES; Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING-FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility. 2018 NCFC Section 503.3 and Appendix D D 103.6, D 103.6.1, D 103.6.2
34. GATES AND BARRICADES; 503.5 Required gates or barricades. The fire code official is authorized to require the installation and maintenance of gates or other approved barricades across fire apparatus access roads, trails, or other accessways; not including public streets, alleys, or highways. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed, and installed to comply with the requirements of ASTM F2200. 2018 NCFC Section 503 and Appendix D103
35. FIRE APPARATUS ACCESS ROADS AUTHORITY; 503.2. Authority. The fire code official shall have the authority to require or permit modifications to the required access widths where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction. 2018 NCFC Section 503
36. MINIMUM SPECIFICATIONS; D103.1 Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet (7925 mm), exclusive of shoulders (see Figure D103.1). 2018 NCFC Appendix D
37. GRADE AND APPROACH; 503.2.7 Grade. The grade of the fire apparatus access road shall be within the limits established by the fire code official based on the fire department's apparatus.

503.2.8 Angles of approach and departure. The angles of approach and departure for fire apparatus access roads shall be within the limits established by the fire code official based on the fire department's apparatus.

D 103.2 Grade. Fire apparatus access roads shall not exceed 10 percent in grade. Exception: Grades steeper than 10 percent as approved by the fire chief. 2018 NCFC Section 503 and Appendix D.

38. DEAD END ACCESS ROADS; D103.4 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet (45720 mm) shall be provided with width and turnaround provisions in accordance with Table D 103.4 2018 NCFC Appendix D D103.4
39. FIRE APPARATUS ACCESS ROADS; 503.1 Where required. Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3  
503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provide for every facility, building, or portion fo a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this seciton and shall extend to within 150 feet (45720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.  
Exceptions:
  1. The fire code official is authorized to increase the dimension of 150 feet (45720 mm) where any of the following conditions occur:
    - 1.1. When the building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2 the dimension shall increase to a minimum of 200 feet (60960 mm).
    - 1.2 Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades, or other similar conditions, and an approved alternative means of fire protection is provided.
    - 1.3. There are not more than two Group R-3 or Group U occupancies.
  2. The fire code official is authorized to modify or exempt fire apparatus access roads for solar photovoltaic power generation facilities. 2018 NCFC Section 503
40. WATER SUPPLY FOR FIRE PROTECTION: When required. An approved water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site. 2018 NCFC 3312
41. TRAFFIC CALMING DEVICES. Traffic calming devices shall be prohibited unless approved by the fire code official. 2018 NCFC 503.4.1
42. OBSTRUCTION OF FIRE APPARATUS ACCESS ROADS. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum width and clearances established in Sections 503.2.1 and 503.2.2 shall be maintained at all times. 2018 NCFC 503.4
43. FIRE DEPARTMENT ACCESS/CONSTRUCTION: During construction, vehicle access for firefighting shall be provided. Temporary street signs shall be installed at each street intersection when construction allows the passage of vehicles. Signs shall be of an approved size, weather resistant, and maintained until replaced by permanent signs. 2018 NCFC Section 505.2

- 44. FIRE DEPARTMENT ACCESS/CONSTRUCTION: Fencing around projects shall include access gates with a 20 foot swing or slide motion. Any areas which will be inaccessible for firefighting or rescue operations shall be noted. Emergency access designation for apparatus shall be provided. 2018 NCFC Section 503, Appendix D.
- 45. FIRE DEPARTMENT ACCESS: All turns, radii, bridges, and depressions within roadways shall be designed and constructed to be accessible by the largest fire apparatus operated by the Town of Chapel Hill. Technical information on this equipment is available from the Towns Fire Marshal. 2018 NCFC Section 503, Appendix D.

### **INSPECTIONS:**

**Travis Crabtree 919. 969. 5042**

**Response: Per our discussions, the Inspections comments (46 and 48-63 below) are noted and will be addressed/incorporated at the time of ZCP.**

- 46. New addresses with street names will be needed to assist with first responder responses.
- 47. All new buildings will need to be raised to clear the flood plain.

**Response: Per our discussions with Stormwater, buildings can be flood protected and do not have to be raised to clear the floodplain.**

- 48. Provide finish floor elevation on the plan sheet and label the height of the flood panel gate. Flood panel gates must be at least 2 feet above the base flood elevation. The base flood elevation on the site must be shown on the plan sheet.
- 49. HVAC and electrical utilities installation are to be elevated 2 feet above Base Flood Elevation.
- 50. All public site elements must comply with NCBC 2018 Ch 11 and ICC A 117.1.
- 51. Building plans for High-rise, covered mall buildings, group A over 1000 occupants, and group R over 4 stories or 100 units and others must be reviewed by the NCDOT. Please submit plans to NCDOT engineering division. (919) 647-0000.
- 52. A fire sprinkler system will be required for this project per town ordinance 7-56.
- 53. Buildings to be demolished must be inspected by a NC accredited asbestos professional. Submit report with demo permit application.
- 54. Separate demo permit is required for each building.
- 55. A fire hydrant will be required within 100 feet of the fire department connection (FDC).
- 56. Temporary street or road signs are required at each street intersection when construction of new roads allows for the passage of vehicles. Signs shall be of an approved size, weather resistant and be maintained until replaced by permanent signs. NC FPC 2018, section 505.2
- 57. Provide onsite parking for inspectors at each building for the duration of the construction project.
- 58. Provide a tire wash for trucks onsite before they hit the main roads.

59. Curb and gutter and at least the first lift of asphalt for the roads must be down ahead of construction.
60. A single electrical service shall be provided to serve the structure with the exception of the fire pump. Article 230.2 (A) 2017 edition of North Carolina Electric Code.
61. A separate submittal and permit will be required for the construction trailer.
62. A door from the exterior will be required to immediately access the fire sprinkler riser room.
63. A separate submittal and permit will be required for any signage on the building or ground mounted signs.

## **STORMWATER:**

**Mary Beth Meumann 919. 969. 7233**

**Response: Stormwater comments (65-74 below) are noted and will be addressed/incorporated at the time of ZCP.**

64. Demolition and rebuilding in the RCD will require a variance/modification to the RCD regulation. (Stormwater)

**Response: Per discussions with Ernest Odei-Larbi a variance is not required. An RCD modification request has been included with this submittal and a note is included on the Cover Sheet.**

65. An elevation certificate FEMA Form 086-0-33 signed and sealed by a North Carolina- registered Professional Land Surveyor should be provided with the final plan application. Within seven (7) calendar days of establishment of the reference level elevation, a second elevation certificate certify the elevation of the reference level, in relation to NAVD 1988 shall be provided to the Stormwater Management Division. (Stormwater)
66. Flood certification form FEMA Form 086-0-34 should be provided with final plan application if applicable. (Stormwater)
67. The applicant must show that 1,2 and 25 year 24 hour storm event post development peak discharge living the site does not exceed the pre-development. (Stormwater)
68. Flood –resistant material with the capability of withstanding of withstanding direct and prolong contact(minimum 72 hours) with floodwaters without sustaining damage that requires more than low-cost cosmetic repair should be used for improvement below the base flood elevation and up to two feet above base flood elevation. (Stormwater)
69. A flood study report using HEC-RAS showing a NO-RISE and NO ADVERSE IMPACT on neighboring properties should be provided. (Stormwater)
70. All electrical, heating, ventilation, plumbing, air conditioning equipment and other service equipment shall be located at least two feet above the base flood elevation. Anchoring to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including effect of buoyance, during flood condition for HVAC units and tanks located on the ground. (Stormwater)
71. All new and replacement water supply system/sanitary sewage system shall be designed to minimize or eliminate infiltration of floodwaters into the systems. (Stormwater)
72. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding. (Stormwater)
73. Driveway and encroachment agreement is required from NCDOT for all proposed entrances to

- the site. (Stormwater)
74. Erosion control permit approval from Orange County Erosion Control is required for land disturbance greater than 20,000 sf. (Stormwater)

## **PARKS AND RECREATION:**

**Bill Webster 919. 969. 2891**

75. Provide a 12 ft wide multi-modal path along the property's frontage with Fordham Blvd. that would connect directly with the proposed multi-modal path along Estes Drive.

**Response: A 10-ft wide multi-modal path with 1-ft of clear on each side is now shown along Fordham Blvd connecting to the path on Estes Drive.**

76. The green space along Estes Drive is greatly appreciated. However, the eventual size and configuration should be dependent on what the space is meant to achieve. Will the space be primarily a seating and dining area such as Carr Mill in Carrboro or will it be a location for the farmers market? Or both? The use should be determined early and then the size and configuration determined before buildings, parking, and other uses are designed.

**Response: Potential uses of the green space along Estes Drive are listed on the plan. This may for activities or spaces such as a small ice cream shop or similar vendor, seating areas, outdoor activities such as a farmers market, cornhole or similar may be utilized in the active green space. Additional green spaces have been identified.**

## **LONG RANGE/TRANSPORTATION:**

**Jomar Pastorelle 919. 969. 5061**

77. Bicycle Facilities:
- The Mobility and Connectivity Plan proposes for bike lanes to be built on S. Estes Drive and on Willow Drive.
  - Bike lanes must be at least 4' width, preferably 5' width.

**Response: A 4-foot bike lane will be provided on Willow Drive. A street cross section has been included on the plan per conversations with Planning and Transportation staff. We are waiting on an update to the TIA.**

-In addition to the proposed 12' multi-use path on north side of S. Estes Drive, the Mobility and Connectivity Plan proposes a multi-use side path / greenway to be built on the west side of Fordham Boulevard / US 15-501. The multi-use side paths must be consistent. Please reference the Town's Design Manual, page 53, on examples of center line markings.

**Response: A 10' multi-use path with 1' of clear on each side on Fordham Blvd is now illustrated on the plan. Details of the Design Manual will be addressed at the time of site plan.**

-Please include the design of the bicycle parking facilities on your site plans. Reference the Town's Design Manual, page 50 - 51, for bicycle parking requirements.

**Response: Location and design of bicycle parking areas has been added to previous Note 23 (now Note 22) on the plans: "NUMBER, TYPE, LOCATION AND DESIGN OF BICYCLE RACKS REQUIRED WILL BE DETERMINED AS PART OF ZONING COMPLIANCE PERMIT."**

78. Pedestrian Facilities:

-The Mobility and Connectivity Plan purposes a 5' sidewalk on the south side of S. Estes Drive.

**Response: Per discussion with Transportation, it is not the responsibility of the developer to provide sidewalks on the south side of S Estes Drive across the street from the proposed project.**

-Add 5' wide pedestrian crosswalk at each site access entrances.

**Response: Crosswalks will be added at the time of ZCP. Note 30 has been added: "All sidewalks and multiuse paths crossing site entrances will have a minimum 5 foot wide pedestrian crosswalk."**

-Will there be additional sidewalks built within each POD? Please provide detailed sidewalk network of each POD sites.

**Response: Yes, additional sidewalks will be provided throughout the development. We have included this sidewalk network and connectivity on the plan.**

79. Transit Facilities:

-Any impacts on existing transit stop facilities along S. Estes Drive and Willow Drive, must be noted in the site plan(s).

-If there are impacts, please contact Nick Pittman from Chapel Hill Transit.

**Response: We have been in contact with Nick Pittman. At this time we do not anticipate changes to transit stop facilities, however they may be relocated. Stops will be revisited for review by Nick/Chapel Hill Transit at the time of ZCP. See Note 10 on Cover Sheet.**

80. Traffic Impact Analysis Study:

-Please incorporate the recommendations VHB has provided in the TIA. In addition, please inquire VHB why the TIA study did not take into account bicycle and pedestrian accommodations.

**Response: The TIA is currently under revision. Once revised, we can incorporate recommendations from VHB.**

## 81. Greenway Facilities:

-Staff is curious as to why the proposed greenway / multi-use path along Fordham Boulevard does not connect to the proposed green / multi-use path along S. Estes Drive.

**Response: This has been revised and the multi-use path on Fordham Blvd now connects to the multi-use path on S Estes Dr.**

## 82. Pod A:

-Staff is curious to why Pod A does not indicate the amount of existing SF and/or proposed SF.

-Pod A is being labeled mixed use. Please provide the correct amount of vehicle and bicycle parking spaces according to LUMO 5.9.7 - business, general (retail), business, office-type, and/or multi-family residential use

-With development(s) providing parking lots with more than 50 spaces, please provide electric vehicle charging stations at least 3% of all parking spaces.

-In addition, please designated 20% of all total parking spaces as "electric vehicle ready"

- this includes the installation of dedicated electrical circuit and underground conduits.

-The applicant could consider of providing a bicycle fix-it station(s) at Pod A.

**Response: There is no existing square footage in Pod A. Square footage maximums have been provided for the project, the exact proposed square footage for this area is not yet set in stone. The total number of parking spaces (vehicle and bicycle) have been calculated based on potential uses, and the exact number will be provided for the ZCP. Note 14 on the submitted plans states that 20% of new surface parking spaces will be designated as electric vehicle ready. In all pods, new parking spaces in parking lots with more than 50 spaces shall have EV charging spaces provided on at least 3% of all new parking spaces. Parking spaces along Private Main Street are exempt from any such requirement. Bicycle fix-it stations will be shown on ZCP plans.**

## Pod B:

-The existing building has 295,000 SF, please provide the correct amount of vehicle and bicycle parking spaces according to LUMO 5.9.7 - business, general (retail) use.

-With development(s) providing parking lots with more than 50 spaces, please provide electric vehicle charging stations at least 3% of all parking spaces.

-In addition, please designated 20% of all total parking spaces as "electric vehicle ready"

- this includes the installation of dedicated electrical circuit and underground conduits.

-The applicant could consider of providing a bicycle fix-it station(s) at Pod B.

**Response: The total number of parking spaces (vehicle and bicycle) have been calculated based on potential uses, and the exact number will be provided for the ZCP. Note 14 on the submitted plans states that 20% of new surface parking spaces will be designated as electric vehicle ready. In all pods, new parking spaces in parking lots with more than 50 spaces shall have EV charging spaces provided on at least 3% of all new parking spaces. Parking spaces along Private Main Street are exempt from any such requirement. Bicycle fix-it stations will be**

shown on ZCP plans.

83. Pod C:

- Pod C is being proposed as a 'mixed-use' with approximately 118,000 SF, please provide the correct amount of vehicle and bicycle parking spaces according to LUMO 5.9.7 - business, general (retail), business, office-type, and/or multi-family uses.
- With development(s) providing parking lots with more than 50 spaces, please provide electric vehicle charging stations at least 3% of all parking spaces.
- In addition, please designated 20% of all total parking spaces as "electric vehicle ready"
- this includes the installation of dedicated electrical circuit and underground conduits.
- The applicant could consider of providing a bicycle fix-it station(s) at Pod C.

**Response: The total number of parking spaces (vehicle and bicycle) have been calculated based on potential uses, and the exact number will be provided for the ZCP. Note 14 on the submitted plans states that 20% of new surface parking spaces will be designated as electric vehicle ready. In all pods, new parking spaces in parking lots with more than 50 spaces shall have EV charging spaces provided on at least 3% of all new parking spaces. Parking spaces along Private Main Street are exempt from any such requirement. Bicycle fix-it stations will be shown on ZCP plans.**

84. Pod D:

- Pod D is being proposed as a commercial / office site with approximately up to 25,000 SF. Please provide the correct amount of vehicle and bicycle parking spaces according to LUMO 5.9.7 - business, general (retail) and business, office-type uses.
- With development(s) providing parking lots with more than 50 spaces, please provide electric vehicle charging stations at least 3% of all parking spaces.
- In addition, please designated 20% of all total parking spaces as "electric vehicle ready"
- this includes the installation of dedicated electrical circuit and underground conduits.
- The applicant could consider of providing a bicycle fix-it station(s) at Pod D.

**Response: The total number of parking spaces (vehicle and bicycle) have been calculated based on potential uses, and the exact number will be provided for the ZCP. Note 14 on the submitted plans states that 20% of new surface parking spaces will be designated as electric vehicle ready. In all pods, new parking spaces in parking lots with more than 50 spaces shall have EV charging spaces provided on at least 3% of all new parking spaces. Parking spaces along Private Main Street are exempt from any such requirement. Bicycle fix-it stations will be shown on ZCP plans.**

**OWASA:**  
**Nick Parker**



86. I looked at your drawings dated 11/1/19 which are obviously a harbinger for a massive project to replace University Mall, so I have only a few comments now about the Proposed Site Plan:
- This property is currently served by private potable water and sanitary sewer systems. I'll assume the private systems will be replaced with public mains and services for the five Pods and that this property will remain as one parcel.
  - We were not expecting a lot of growth in this area. We will need a Project Fact Sheet and summary of the net increase in wastewater flow and its impact to the Rogerson Drive Pump Station.
  - Most of the site is encumbered by the Town's Resource Conservation District.
- Can this project be approved by TOCH?
- We will need to discuss the phasing when you share details for specific projects.

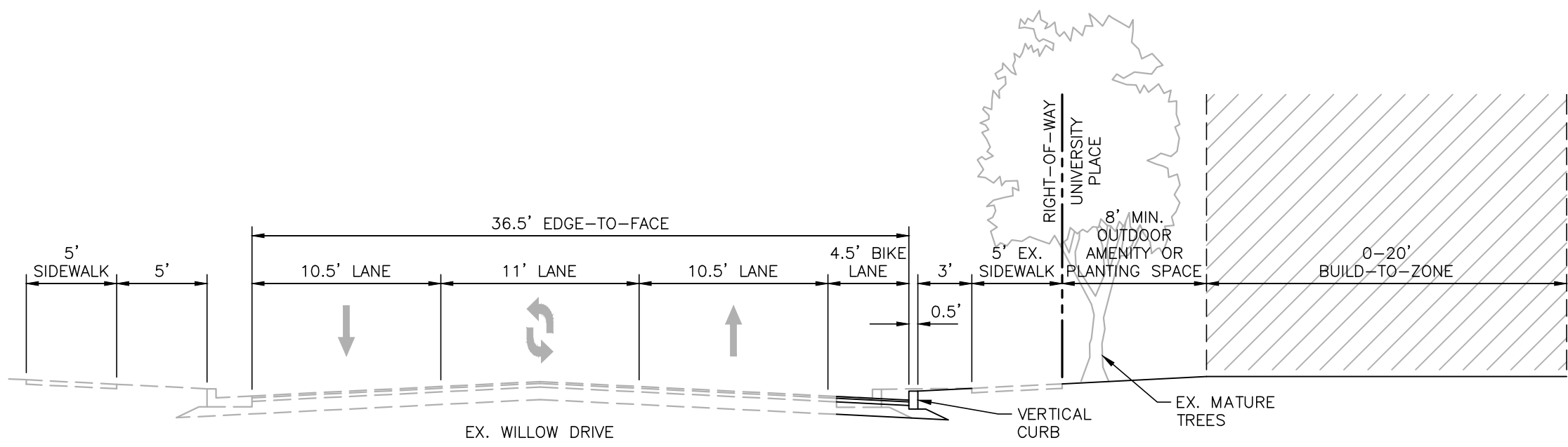
**Response: A Project Fact Sheet is included with this submittal. An RCD Modification Request has also been included in the submittal. The project may be completed in phases and subphases to be determined at ZCP.**

Consideration of this response is greatly appreciated. If you should have any questions or require additional information, please do not hesitate to contact me at 919. 361. 5000.

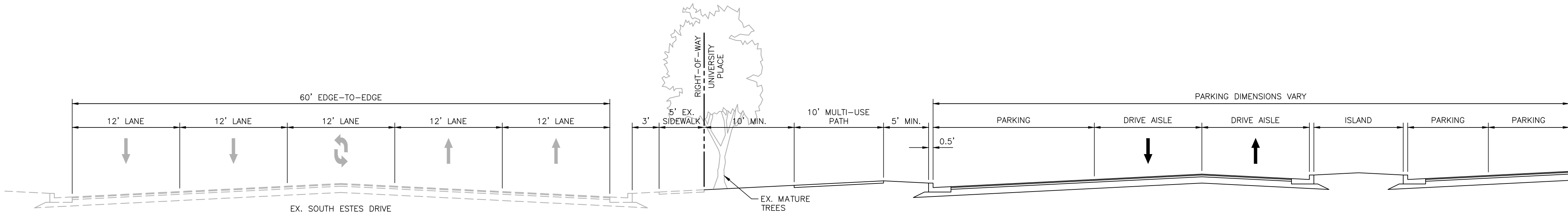
Sincerely,  
**MCADAMS**



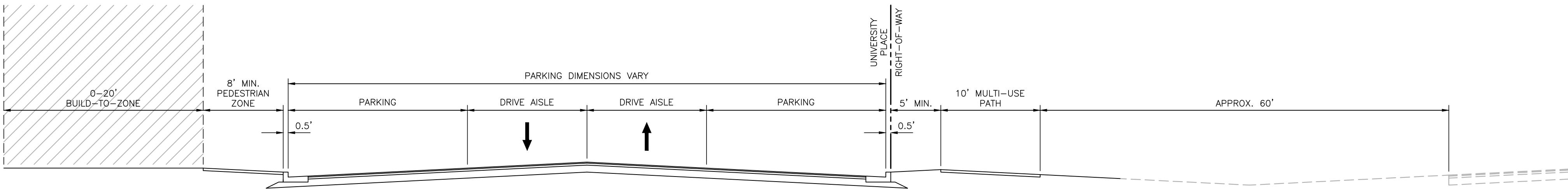
Jessie Hardesty  
Planner, Planning + Design Group



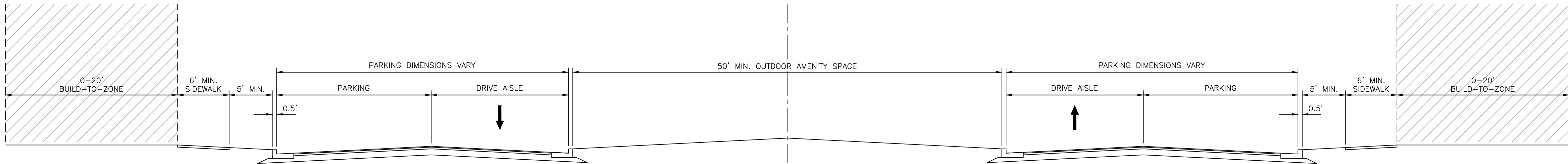
TYPICAL SECTION  
WILLOW DRIVE FRONTAGE



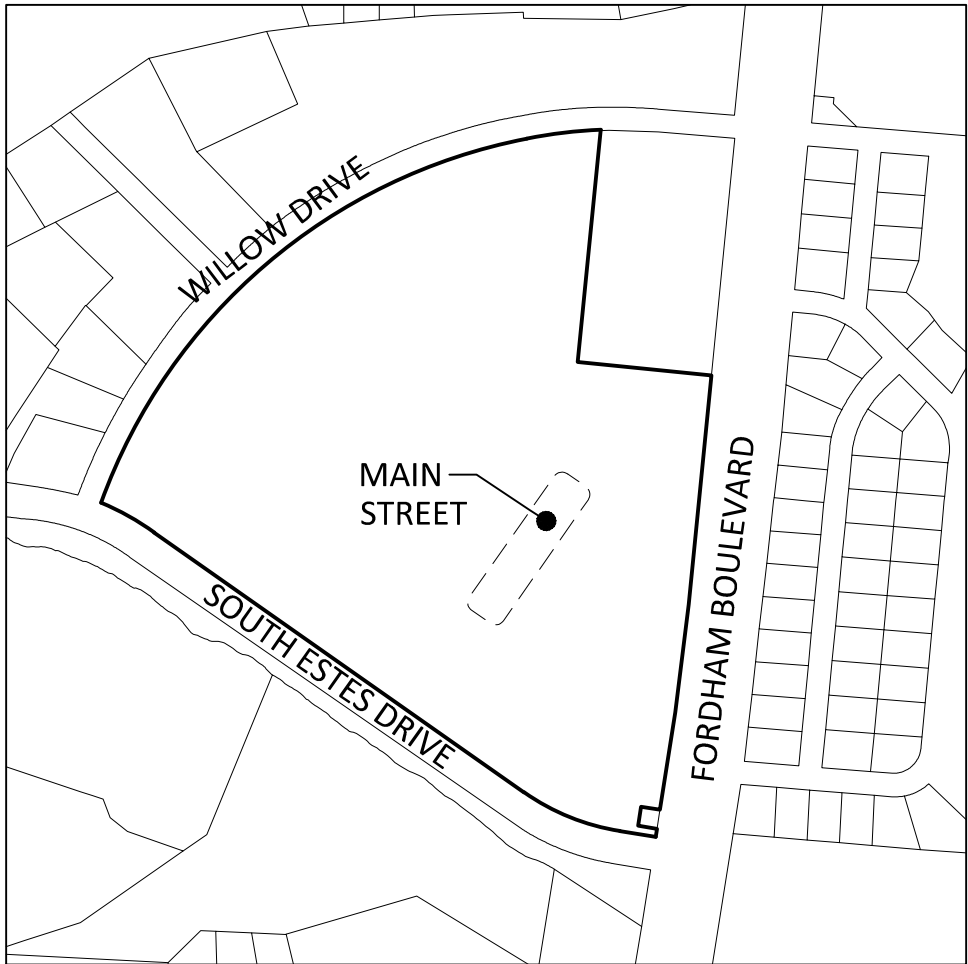
TYPICAL SECTION  
SOUTH ESTES DRIVE FRONTAGE



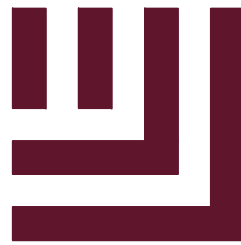
TYPICAL SECTION  
FORDHAM BOULEVARD FRONTAGE



TYPICAL SECTION  
INTERNAL MAIN STREET



STREET KEY



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127 W. WORTHINGTON AVENUE, SUITE 290  
CHARLOTTE, NORTH CAROLINA 28203



UNIVERSITY PLACE  
SPECIAL USE MASTER PLAN  
201 SOUTH ESTES DRIVE  
CHAPEL HILL, NORTH CAROLINA



REVISIONS

NO.	DATE	REVISION
1	02.18.2020	PER TOWN COMMENTS
2	11.12.2020	PER TOWN COMMENTS
3	05.13.2021	PER TOWN COMMENTS

PLAN INFORMATION

PROJECT NO.	RAM-19000
FILENAME	RAM19000-D1
CHECKED BY	WHD
DRAWN BY	GLJ
SCALE	N/A
DATE	11.15.2019

SHEET

TYPICAL SECTIONS

C8.00

# UNIVERSITY PLACE

201 SOUTH ESTES DRIVE  
CHAPEL HILL, NORTH CAROLINA

## SPECIAL USE MASTER PLAN

PROJECT NUMBER: RAM-19000

DATE: NOVEMBER 15, 2019

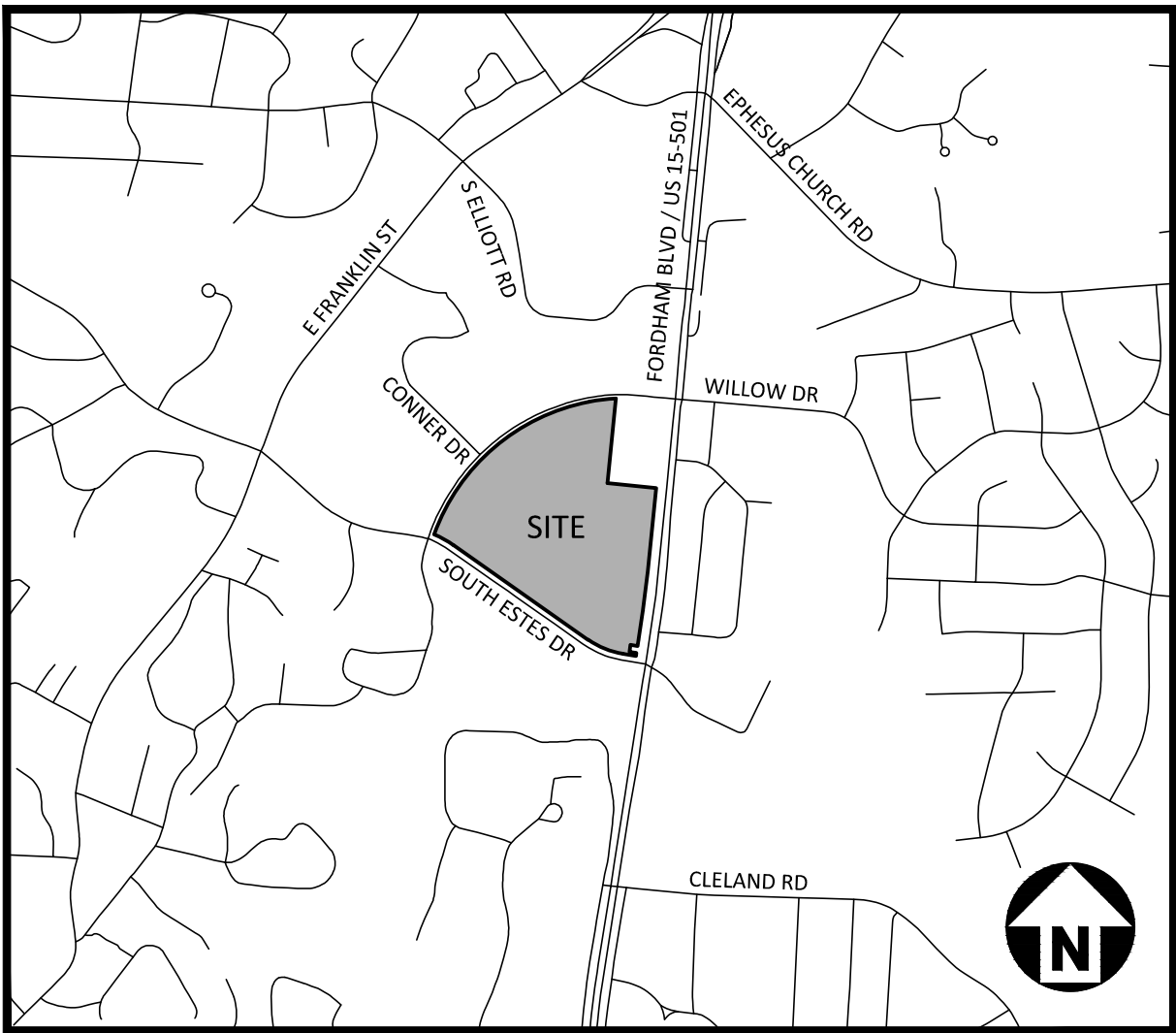
REVISED: NOVEMBER 12, 2020

### SHEET INDEX

C0.00	AREA MAP
C1.00	EXISTING CONDITIONS
C2.00	PROPOSED SITE PLAN

### NOTES

1. THE PROJECT MAY BE SUBDIVIDED INTO UP TO 14 PARCELS. PUBLIC ACCESS EASEMENTS WILL BE ESTABLISHED AND THE PARCELS WILL FRONT A PUBLIC RIGHT-OF-WAY OR INTERNAL PUBLIC ACCESS EASEMENT. FINAL NUMBER OF LOTS, LOT CONFIGURATIONS AND LOCATION OF PROPERTY LINES WILL BE DETERMINED DURING THE PREPARATION OF FINAL PLANS (ZCP) FOR EACH POD.
2. DRIVE THRU SERVICES MAY BE PROPOSED IN ALL PODS. THE MAXIMUM NUMBER OF DRIVE THRUS WILL NOT EXCEED SIX (6) FOR THE ENTIRE DEVELOPMENT (INCLUSIVE OF TWO EXISTING DRIVE THRUS).
3. MAXIMUM OF 300 RESIDENTIAL UNITS SHALL BE PERMITTED AND SHALL BE TRANSFERABLE BETWEEN PODS A & C. IN THE EVENT THAT LESS THAN 600,000 SQUARE FEET OF OFFICE AND COMMERCIAL ARE CONSTRUCTED AT THE PROPERTY, UNUSED COMMERCIAL AND OFFICE SQUARE FOOTAGE MAY BE CONVERTED TO ADDITIONAL RESIDENTIAL UNITS AT A RATE OF ONE (1) ADDITIONAL RESIDENTIAL UNIT PER 1,000 SQUARE FEET OF UNUSED COMMERCIAL OR OFFICE SQUARE FOOTAGE; HOWEVER, THE TOTAL NUMBER OF RESIDENTIAL UNITS SHALL NOT EXCEED 500 TOTAL UNITS INCLUDING CONVERSIONS AND NO SINGLE POD SHALL CONTAIN MORE THAN 300 UNITS.
4. MAXIMUM OF 150 HOTEL ROOMS SHALL BE PERMITTED AND SHALL BE TRANSFERABLE BETWEEN PODS A & C. IN THE EVENT THAT LESS THAN 300 RESIDENTIAL UNITS ARE CONSTRUCTED AT THE PROPERTY, UNUSED RESIDENTIAL UNITS MAY BE CONVERTED TO ADDITIONAL HOTEL ROOMS AT A RATE OF ONE (1) ADDITIONAL HOTEL ROOM PER ONE (1) UNUSED RESIDENTIAL UNIT; HOWEVER, THE TOTAL NUMBER OF HOTEL ROOMS SHALL NOT EXCEED 275 ROOMS INCLUDING CONVERSIONS.
5. THE MAXIMUM COMMERCIAL SQUARE FOOTAGE SHALL NOT EXCEED 450,000 SQUARE FEET, THE MAXIMUM OFFICE SQUARE FOOTAGE SHALL NOT EXCEED 150,000 SQUARE FEET AND THE COMBINED COMMERCIAL AND OFFICE SQUARE FOOTAGE SHALL NOT EXCEED 600,000 SQUARE FEET. UP TO 50,000 SQUARE FEET MAY BE CONVERTED BETWEEN OFFICE AND COMMERCIAL; HOWEVER, THE TOTAL COMBINED SQUARE FOOTAGE SHALL NOT EXCEED 600,000 SQUARE FEET INCLUDING CONVERSIONS.
6. PODS MAY BE DEVELOPED WITH PARKING TO SERVE THE USES WITHIN THE POD IN EXCESS OF THE MAXIMUM GIVEN THAT THE PARKING PROVIDED ON THE OVERALL SITE DOES NOT EXCEED THE MAXIMUM.
7. NO INCREASE IN IMPERVIOUS SURFACE AREA SHALL BE PERMITTED AS PART OF THE REDEVELOPMENT OF UNIVERSITY PLACE.
8. IF MINOR MODIFICATIONS ARE MADE TO EXISTING PARKING AREAS, OWNER WILL NOT BE REQUIRED TO BRING THE ENTIRETY OF THE PARKING AREAS INTO FULL COMPLIANCE SO LONG AS THE RESULT OF THE MINOR MODIFICATIONS ARE CLOSER TO COMPLIANCE THAN THE EXISTING CONDITIONS.
9. A 10' MULTI-USE PATH WILL BE CONSTRUCTED ALONG THE FRONTAGE OF ESTES DRIVE AND FORDHAM BOULEVARD. FINAL LOCATION OF THE 10' MULTI-USE PATH WILL BE DETERMINED AT THE TIME OF ZCP IN CONJUNCTION WITH THE TOWN OF CHAPEL HILL AND NCDOT. MULTI-USE PATH MAY BE PHASED WITH CONSTRUCTION.
10. BUS STOP MAY BE RELOCATED. LOCATION OF THE BUS STOP WILL BE DETERMINED IN CONJUNCTION WITH THE TOWN OF CHAPEL HILL-TRANSIT.
11. RECYCLING CENTER WITHIN THE DEVELOPMENT MAY BE REMOVED OR RELOCATED.
12. UP TO A 30% REDUCTION IN REQUIRED PARKING IS PERMITTED FOR PARKING AREAS TO BE SHARED BY MULTIPLE USES.
13. SHOULD TRIP GENERATION FOR THE DENSITY / INTENSITY OF THE USES WITHIN THE DEVELOPMENT EXCEED THE MAXIMUM PEAK HOUR TRIP GENERATION EXAMINED IN THE TRAFFIC IMPACT ANALYSIS, THE TRAFFIC IMPACT ANALYSIS MAY BE REVISED WITHOUT REQUIRING A REZONING OF THE PROPERTY OR REAPPROVAL OF THIS SPECIAL USE PERMIT.
14. A MINIMUM OF 20% OF THE NEW SURFACE PARKING SPACES PROVIDED WILL BE PRE-WIRED FOR ELECTRIC CHARGING STATIONS. IN ALL PODS, NEW PARKING SPACES IN PARKING LOTS WITH MORE THAN 50 SPACES SHALL HAVE ELECTRIC VEHICLE CHARGING STATIONS PROVIDED ON AT LEAST 3% OF ALL NEW PARKING SPACES. THE NEW PARKING ALONG THE INTERNAL MAIN STREET DRIVEWAY SHALL BE EXEMPT FROM THIS REQUIREMENT.
15. ALL NEW STRUCTURES WILL BE PRE-WIRED FOR SOLAR POWER. SOLAR PANELS ARE NOT REQUIRED ON NEW STRUCTURES.
16. OUTDOOR AMENITY SPACE SHALL BE PROVIDED FOR THE ENTIRETY OF THE PROPERTY AT A MINIMUM RATIO OF 4.6% OF GROSS LAND AREA AND SHALL BE DISTRIBUTED THROUGHOUT THE SITE. EACH POD SHALL BE REQUIRED TO PROVIDE OUTDOOR AMENITY SPACE AT A MINIMUM RATIO OF 3.6%, SO LONG AS OVERALL PROPERTY MINIMUM RATIO HAS BEEN MET.
17. UNIVERSITY PLACE WILL MEET ALL REQUIREMENTS OF THE UNIVERSITY PLACE DESIGN STANDARDS.
18. THE PROJECT WILL INCLUDE ONE COMMERCIAL CENTER SIGN PER STREET FRONTAGE AND ONE GATEWAY SIGN LOCATED NEAR THE INTERSECTION OF FORDHAM BLVD AND ESTES DRIVE. IN ADDITION, OUTPARCEL USERS SHALL BE PERMITTED TO CONSTRUCT COMMERCIAL GROUND SIGNS. ALL OUTPARCEL SIGNS SHALL BE A MINIMUM OF 100' FROM ANY OTHER COMMERCIAL GROUND SIGNS. A GATEWAY SIGN SHALL DIFFER FROM A COMMERCIAL CENTER SIGN BY INCREASING HEIGHT LIMIT FROM 14' TO 24' AND WIDTH FROM 10' TO 12' WITH A DISPLAY SURFACE OF 144 SF (VS 72 SF) AND THICKNESS OF 24" (VS. 12"). ILLUMINATION SHALL BE PERMITTED DURING NON-BUSINESS HOURS.
19. STREETS OR ACCESS POINTS IDENTIFIED MAY BE REQUIRED TO SHIFT TO ADDRESS THE FINAL LAYOUT OF THE PODS OR TO ACCOMMODATE TRANSPORTATION/TRAFFIC DESIGN REQUIREMENTS BY NCDOT AND/OR THE TOWN. FINAL ALIGNMENTS TO BE DETERMINED WITH FINAL PLANS (ZCP).
20. THE LOCATION AND SIZE OF THE PEDESTRIAN CIRCULATION WILL BE DETERMINED IN COORDINATION WITH THE TOWN OF CHAPEL HILL PARKS AND RECREATION STAFF DURING THE FINAL LAYOUT OF PODS "A, C & D". PEDESTRIAN ACCESS WILL BE PROVIDED THROUGHOUT THE UNIVERSITY PLACE DEVELOPMENT. PRIVATE PEDESTRIAN FACILITIES WILL CONNECT TO EXISTING AND FUTURE PUBLIC PEDESTRIAN FACILITIES ALONG FORDHAM BOULEVARD AND SOUTH ESTES DRIVE.
21. THE PROPOSED PLAZA/OUTDOOR AMENITY SPACE DESIGNS SHALL BE ADA ACCESSIBLE, PAVED OR LANDSCAPED AND MAY INCLUDE UN-ENCLOSED ROOFED OR COVERED AREAS.
22. NUMBER, TYPE, LOCATION AND DESIGN OF BICYCLE RACKS REQUIRED WILL BE DETERMINED AS PART OF ZONING COMPLIANCE PERMIT.
23. FINAL POD LAYOUT, VEHICULAR CIRCULATION, FLOOR AREAS, MIX OF USES, BUILDING HEIGHT AND PARKING AREAS ARE TO BE DETERMINED BY THE APPLICANT DURING PREPARATION OF FINAL PLANS (ZCP).
24. FOOD TRUCKS ARE A PERMITTED BY-RIGHT ACCESSORY USE. VENDORS SHALL BE REQUIRED TO RECEIVE AN APPROVED ZONING COMPLIANCE PERMIT IN COMPLIANCE WITH SECTION 6.20(A) OF THE LUMO.
25. GIVEN THAT SCREENING AND OTHER REQUIREMENTS ARE MET, STRUCTURED PARKING MAY BE LOCATED IN THE BUILD-TO ZONES.
26. WHEN THERE IS A QUESTION AS TO COMPLIANCE WITH THE APPROVED SPECIAL USE PERMIT, ASSOCIATED MASTER PLAN AND DESIGN STANDARDS THE TOWN MANAGER SHALL HAVE THE AUTHORITY TO DETERMINE COMPLIANCE.
27. IF PARKING, ACCESS, OR OTHER INTERNAL DRIVEWAYS, ETC ARE MODIFIED TO ACCOMMODATE THE RECONFIGURATION OF EXISTING SPACE AND NO NEW BUILDINGS, THOSE MODIFICATIONS SHALL NOT BE SUBJECT TO ANY FRONTAGE, BUILD-TO ZONE, OR OTHER REQUIREMENTS UNLESS MODIFICATIONS ARE TO ACCOMMODATE NEW BUILDINGS, IN WHICH CASE THEY SHALL BE SUBJECT TO ALL REQUIREMENTS FOR NEW BUILDINGS, INCLUDING FRONTAGE, BUILD-TO ZONE, ETC.
28. MODIFICATION OF THE LUMO TO ALLOW EXISTING AND PROPOSED CONSTRUCTION WITHIN THE RESOURCE CONSERVATION DISTRICT.
29. THE OVERALL PROJECT WILL BE COMPLETED IN PHASES WHICH MAY INCLUDE SUBPHASES.
30. ALL SIDEWALKS AND MULTIUSE PATHS CROSSING SITE ENTRANCES WILL HAVE A MINIMUM 5-FOOT WIDE PEDESTRIAN CROSSWALK.



VICINITY MAP  
N.T.S.



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CONTACT: MR. ASHLEY SAULPAUGH  
PHONE: 704. 377. 6730  
EMAIL: asaulpaugh@ramrealestate.com



ram  
Ram Realty Advisors

**PROJECT DIRECTORY**

OWNER  
RRPV UNIVERSITY CHAPEL HILL LP  
4801 PGA BOULEVARD  
C/O RAM REALTY ADVISORS  
PALM BEACH GARDENS, FLORIDA 33418

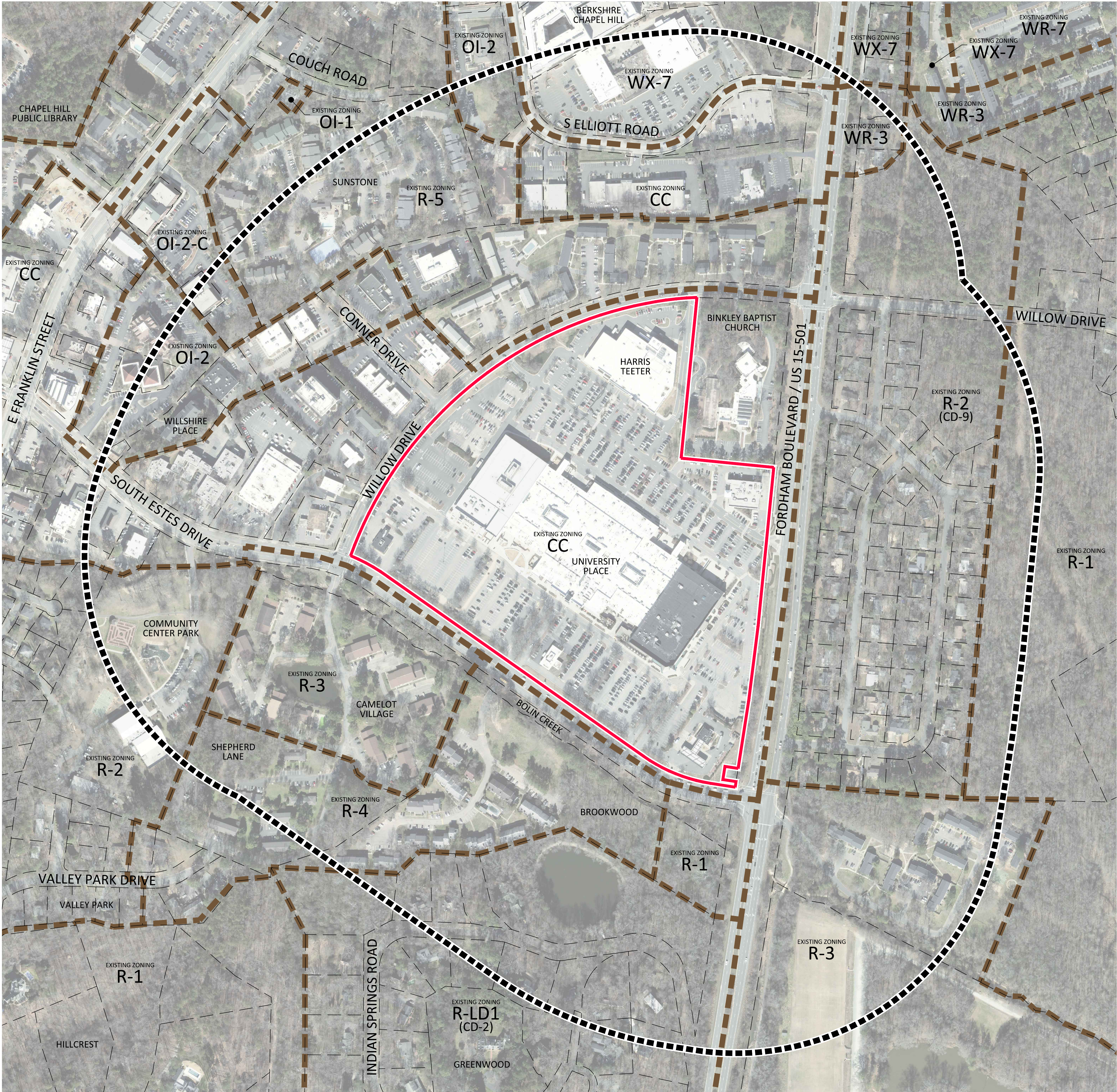


REVISIONS		
NO.	DATE	
1	11.12.2020	PER TOWN COMMENTS

**SPECIAL USE  
MASTER PLAN FOR:**

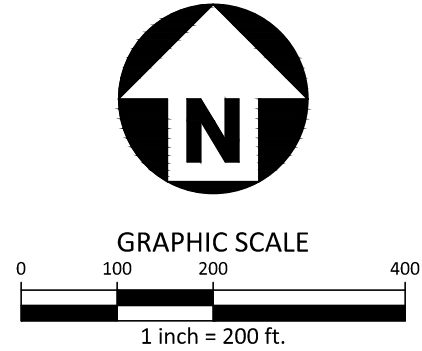
UNIVERSITY PLACE  
CHAPEL HILL, NORTH CAROLINA  
PROJECT NUMBER: RAM-19000





**LEGEND**

- SITE AREA (PIN 9799125797)
- ZONING BOUNDARY LINE
- 1,000' NOTIFICATION BUFFER





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license number: C-0293

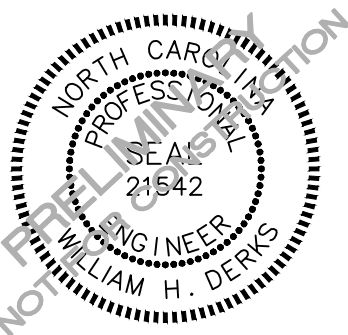
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CHARLOTTE, NORTH CAROLINA 28203



**UNIVERSITY PLACE**  
**SPECIAL USE MASTER PLAN**  
**201 SOUTH ESTES DRIVE**  
CHAPEL HILL, NORTH CAROLINA



**REVISIONS**

NO.	DATE	
1	11.12.2020	PER TOWN COMMENTS

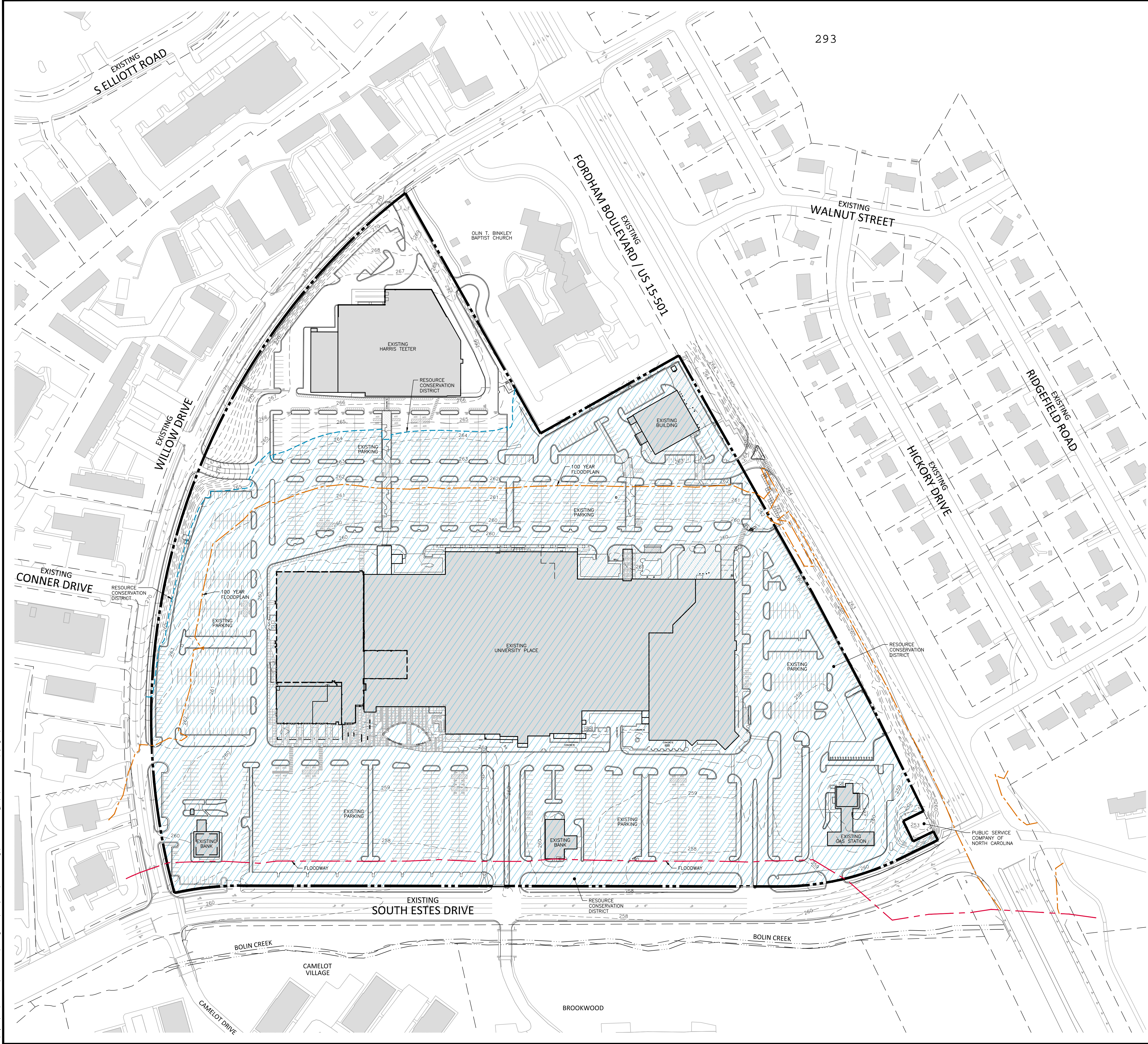
**PLAN INFORMATION**

PROJECT NO.	RAM-19000
FILENAME	RAM19000-AM1
CHECKED BY	WHD
DRAWN BY	GLJ
SCALE	1"=200'
DATE	11.15.2019

**SHEET**

**AREA MAP**  
**C0.00**





**LEGEND**

- SITE AREA (PIN 9799125797)
- RESOURCE CONSERVATION DISTRICT (RCD)
- 100 YEAR FLOODPLAIN
- FLOODWAY

**GRAPHIC SCALE**

0 50 100 200

1 inch = 100 ft.

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CHARLOTTE, NORTH CAROLINA 28203

**ram**

Ram Realty Advisors

**UNIVERSITY PLACE**  
**SPECIAL USE MASTER PLAN**  
**201 SOUTH ESTES DRIVE**  
CHAPEL HILL, NORTH CAROLINA



**REVISIONS**

NO.	DATE	
1	11.12.2020	PER TOWN COMMENTS

**PLAN INFORMATION**

PROJECT NO.	RAM-19000
FILENAME	RAM19000-XC1
CHECKED BY	WHD
DRAWN BY	GLJ
SCALE	1"=100'
DATE	11.15.2019

**SHEET**

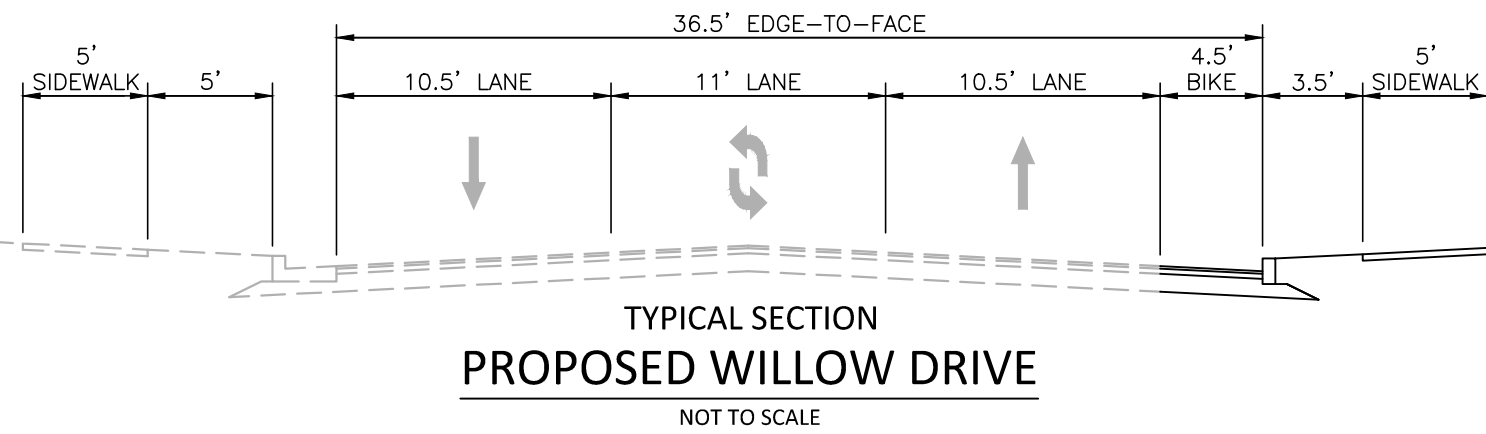
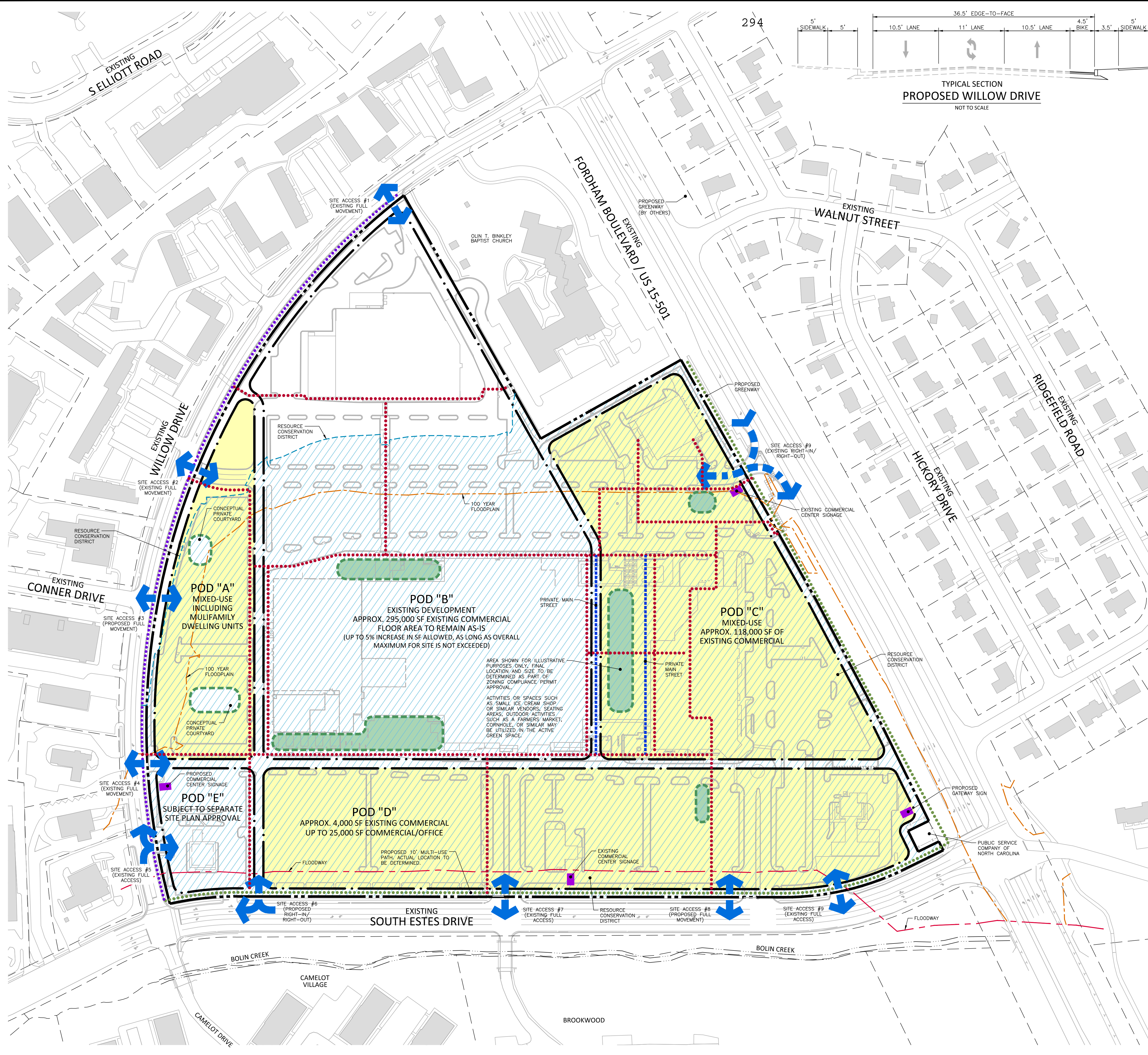
**EXISTING CONDITIONS**

**C1.00**

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SITE DATA TABLE				
<b>SITE</b>				
EXISTING AREA	39.4 AC	1,718,403 SF		
GROSS LAND AREA	43.4 AC	1,890,243 SF		
ZONING	CC			
<b>PROPOSED</b>				
AREA	39.4 AC	1,718,403 SF		
ZONING	CC			

<b>FLOOR AREA RATIO</b>				
EXISTING FLOOR AREA FAR ALLOWED	0.429			
EXISTING FLOOR AREA	419,300 SF			
EXISTING FAR	0.222			
<b>PROPOSED FLOOR AREA</b>				
PROPOSED FLOOR AREA (MAX)	810,914 SF			
PROPOSED FAR (MAX)	0.429			

<b>MIX OF USES</b>				
<b>EXISTING USES</b>				
RESIDENTIAL	0 DU			
COMMERCIAL	419,258 SF			
OFFICE	0 SF			
HOTEL	0 ROOMS			
<b>PROPOSED USES</b>				
	MAXIMUM	MINIMUM		
RESIDENTIAL	300 DU*			
COMMERCIAL	450,000 SF*	300,000 SF		
OFFICE	150,000 SF*			
HOTEL	150 ROOMS*			
*SEE NOTES 3-5 ON THE COVER PAGE				

<b>PARKING</b>				
PARKING WILL MEET THE STANDARDS PROVIDED IN THE UNIVERSITY PLACE DESIGN STANDARDS.				

<b>IMPERVIOUS AREA</b>				
EXISTING IMPERVIOUS	1,472,295 SF	77.9%		
PROPOSED IMPERVIOUS (MAX)	1,417,682 SF	75.0%		

<b>SETBACKS</b>				
<b>EXISTING SETBACKS</b>				
FORDHAM BLVD	22'			
ESTES DR	22'			
WILLOW DR	22'			
INTERIOR	8'			
<b>SOLAR SETBACK</b>				
	9'			
<b>PROPOSED SETBACKS</b>				
PROPOSED SETBACKS VARY. FRONTAGE REQUIREMENTS VARY BY STREET. SEE UNIVERSITY PLACE DESIGN STANDARDS.				

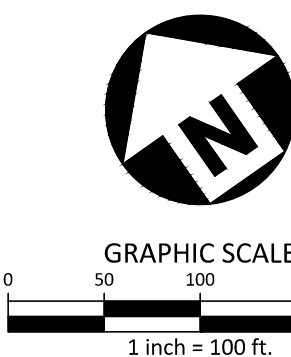
<b>BUILDING HEIGHT</b>				
<b>ALLOWED HEIGHT (MAX)</b>				
PRIMARY	34'			
SECONDARY	60'			
<b>PROPOSED HEIGHT (MAX)</b>				
PRIMARY	75' (5-STORY)	34' (3-STORY)		
SECONDARY	90' (7-STORY)	45' (3-STORY)		

<b>LANDSCAPE BUFFERS</b>				
<b>EXISTING BUFFERS</b>				
FORDHAM BLVD	30' - TYPE D			
ESTES DR	30' - TYPE D			
WILLOW DR	30' - TYPE D			
ADJACENT TO CHURCH	20' - TYPE D			
<b>PROPOSED BUFFERS</b>				
FORDHAM BLVD	0'			
ESTES DR	0'			
WILLOW DR	0'			
ADJACENT TO CHURCH	10'			
FRONTAGE REQUIREMENTS VARY PER STREET. SEE UNIVERSITY PLACE DESIGN STANDARDS.				

<b>TREE CANOPY COVERAGE</b>				
<b>REQUIRED COVERAGE (MIN)</b>				
MULTIFAMILY	30%			
COMMERCIAL	30%			
OFFICE	30%			
MIXED USE	40%			
<b>PROPOSED COVERAGE (MIN)</b>				
MULTIFAMILY	20%			
COMMERCIAL	20%			
OFFICE	20%			
MIXED USE	20%			

<b>RECREATION AREA</b>				
<b>REQUIRED OUTDOOR AMENITY SPACE</b>				
REQUIRED OUTDOOR AMENITY SPACE	RATIO	PROJECT AREA	REQ. REC. SPACE	
	0.046	39.4 AC	1.81 ac	
<b>PROPOSED OUTDOOR AMENITY SPACE</b>				
PROPOSED OUTDOOR AMENITY SPACE	RATIO	PROJECT AREA	REQ. REC. SPACE	
	0.046	39.4 AC	1.81 ac*	
*OUTDOOR AMENITY SPACE TO BE PROVIDED THROUGH A COMBINATION OF INTERNAL GREENS, PLAZAS AND PUBLIC SPACES.				

<b>LEGEND</b>	
	SITE AREA (PIN 9799125797)
	RESOURCE CONSERVATION DISTRICT (RCD)
	100 YEAR FLOODPLAIN
	FLOODWAY
	DEVELOPMENT POD
	FUTURE GREENWAY / MULTI-USE PATH
	INTERNAL PEDESTRIAN CONNECTIVITY*
	5' SIDEWALK
	PRIVATE MAIN STREET
	PLAZA / OUTDOOR AMENITY SPACE
	CONCEPTUAL PRIVATE COURTYARD
	SITE ACCESS
*INTERNAL PEDESTRIAN CONNECTIVITY IS PROPOSED AND SUBJECT TO CHANGE	



PRELIMINARY DRAWING - NOT RELEASED FOR CONSTRUCTION



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UNIVERSITY PLACE  
SPECIAL USE MASTER PLAN  
201 SOUTH ESTES DRIVE  
CHAPEL HILL, NORTH CAROLINA



#### REVISIONS

NO.	DATE	PER TOWN COMMENTS
1	11.12.2020	

#### PLAN INFORMATION

PROJECT NO.	RAM-19000
FILENAME	RAM19000-S1
CHECKED BY	WHD
DRAWN BY	GLJ
SCALE	1"=100'
DATE	11.15.2019

#### SHEET

PROPOSED  
SITE PLAN  
**C2.00**



# UNIVERSITY PLACE

## DESIGN STANDARDS

November 13, 2020



# TABLE OF CONTENTS

## **I. INTRODUCTION**

- Intent, Vision & Framework
- Defined Terms

## **II. FRAMEWORK**

- Site Plan
- Uses

## **III. DESIGN CRITERIA**

- Street Frontages
- Building Mass & Form
- Parking
- Drive-Thru Standards
- Outdoor Amenity Space

## **IV. DEVELOPMENT OPTIONS**

- Pods

## **V. ADMINISTRATION**

- Summary



# I. INTRODUCTION

# INTRODUCTION

## INTENT, VISION & FRAMEWORK

### INTENT

The Special Use Permit (“SUP”) modification is intended to accommodate the evolution of a traditional enclosed mall into a vibrant mixed use community. The owner intends to preserve existing buildings and infrastructure where possible while maintaining enough flexibility to develop new improvements in a manner and at a time that is responsive to market demand. The owner seeks to create a public realm with the pedestrian experience in mind. The owner proposes to modify and create an internal street network through the site to create a more complete street network that will allow pedestrian, bicycle and automobile traffic to travel through the site. The overall development plan is intended to allow the site to evolve with the surrounding area, resulting in a well-designed, quality experience for the visitors, employees and residents, as well as the larger community. These Design Standards provide the basic framework for the development plan, addressing allowable uses, street frontages, building massing, building locations, entry locations and glazing/transparency of each building.

### VISION

The redevelopment will transform University Place into a walkable town center and introduce new uses to complement the existing commercial uses. To realize this vision, parts of the existing mall will be retained and other parts may be demolished over time to make room for new buildings and outdoor spaces. Those parts retained will be reconfigured to convert space internally focused into new outward facing shops and restaurants designed for the pedestrian. Several public gathering spaces will be created of varying scale with everything from smaller semi-private areas and outdoor space for smaller groups to large social spaces. The larger outdoor spaces will act as focal points, providing space for things like the farmers market, outdoor fitness classes and other regular programming as well as special events throughout the year.

### FRAMEWORK

The redevelopment of University Place will be defined and guided by development standards specific to each pod, which includes the buildings’ massing, form, uses, location and relationships to the street frontages, along with the buildings’ entry locations and glazing. These elements are what will define the built environment and what will create the character of a walkable town center.



## INTERPRETATION OF LANGUAGE

All provisions, terms, phrases and expressions contained in these Design Standards shall be liberally construed in order that the true intent and meaning of the Planning Staff may be fully implemented. All words and terms used have their commonly accepted and ordinary meaning unless they are specifically defined in the Town of Chapel Hill Land Use Management Ordinance and Design Manual or the context in which they are used clearly indicates to the contrary. The Planning Staff and/or Town Manager are responsible for making any interpretations of the language in these Design Standards. When vagueness or ambiguity is found to exist as to the meaning of any word or term used, any appropriate canon, maxim, principle or other technical rule of interpretations or construction used by the courts of this state may be employed to resolve vagueness and ambiguity in language.

## TERMS

In addition to the terms listed below, refer to all definitions in the Town of Chapel Hill Land Use Management Ordinance (LUMO) and Design Manual.

1. **Affordable dwelling unit (for sale):** A dwelling unit intended for sale that is restricted for occupancy by a household within the target income prescribed in Section 3.10 of the LUMO.
2. **Affordable dwelling unit (rental):** A dwelling unit intended for rent that is restricted for occupancy by a household within the target income as further defined herein.
3. **Applicant:** Any person or his/her duly authorized representative who submits an application as defined herein.
4. **Blank wall area:** Blank wall area means a portion of the exterior façade of the building that does not include: windows or doors; columns, pilasters or other articulation greater than twelve (12) inches in depth; or a substantial material change (paint color is not considered a substantial change).
5. **Building depth:** The largest total dimension of a building footprint measured perpendicular to the primary frontage.
6. **Building façade:** The face of a building that delineates the edge of conditioned floor space.
7. **Building height:** Building height is measured in both the number of stories and in feet. Building height is the vertical distance from the average grade at the foundation to the highest portion of the structure. Average grade is determined by calculating the average of the highest and lowest elevation along natural or improved grade (whichever is more restrictive) along the front of the building parallel to the primary street setback line.
8. **Build-to Zone (BTZ):** The area on the lot where a certain percentage of the front building façade must be located, measured as a minimum and maximum setback range from the edge of the right-of-way.
9. **Building pass-through:** Allows access from one side of a building to another in a large development as an alternative to a street. A pass-through should be designed to provide safe and enjoyable public passage.
10. **Building step back:** The building step back shall be measured as the horizontal change in the building wall plane, perpendicular to the applicable frontage or property line.
11. **Building width:** The largest total dimension of a building footprint measured parallel to the primary frontage.
12. **Certificate of occupancy:** A document issued by the building inspector certifying compliance with all applicable state and local laws, including all terms of an approved zoning compliance permit, and authorizing occupancy of a building or structure.
13. **Decision maker:** The entity or agency which has authority to render a final decision as to the approval, conditional approval, or denial of an application, modification or design alternative.
14. **Design alternative:** Where a proposed alternative to the requirements still satisfies the intent and provisions of the Design Standards in terms of building form, aesthetic quality, orderly development, and high-quality public realm, and where the Planning Staff makes a finding that a proposed design alternative could provide an equivalent or better result that meets the purpose and intent of the Design Standards, the Planning Staff may approve such an alternative design as part of a minor modification to the Special Use Permit (SUP). Design alternatives do not constitute a full modification to the SUP. If Planning Staff does not approve the design alternative, the applicant may seek approval from the Town Manager.



## TERMS (CONTINUED...)

15. **Developer:** A person who undertakes development activities.
16. **Development:** Any man-made change to improved or unimproved real estate, including, but not limited to: the construction, structural alteration, enlargement, or rehabilitation of any buildings or other structures, including farm buildings; mining; dredging; filling; grading; paving; excavation or drilling operations; clearing vegetation; division of a parcel of land into two (2) or more parcels or some changes in use of structures or land. Development may also include any land disturbing activity on real estate that changes the amount of impervious surfaces on a parcel.
17. **Development project:** A project in which one (1) or more lots, tracts, or parcels of land are to be developed or redeveloped as a coordinated site for a complex of uses, units, or structures, including, but not limited to, planned development and/or cluster development for residential, commercial, institutional, recreational, open space, and/or mixed uses as provided for in this zoning code.
18. **Driveway:** Vehicular way, other than a street or alley, that provides vehicular access from a street to or through off-street parking and/or loading areas.
19. **Dwelling unit:** A single unit providing complete independent living facilities for one (1) or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.
20. **Dwelling units, multifamily:** A dwelling or combination of dwellings on a single lot consisting of three (3) or more dwelling units.
21. **Exterior architectural features:** Exterior architectural features shall include the architectural style, general design, and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, light fixtures, signs, and other appurtenant fixtures. In the case of outdoor advertising signs, exterior architectural features shall be construed to mean the style, material, size, and location of all such signs.
22. **Floor:** The top surface of an enclosed area in a building (including basement), i.e. top of slab in concrete slab construction or top of wood flooring in wood frame construction. The term does not include the floor of a garage used solely for parking vehicles.
23. **Floor area ratio (FAR):** A decimal fraction that, when multiplied by the gross land area of a zoning lot, determines the maximum floor area permitted within the zoning lot. The floor area ratios for the various zoning districts are in the schedule of intensity regulations.
24. **Front building setbacks:** Measured from the edge of the nearest right-of-way line.
25. **Gross land area:** All area within the boundaries of a zoning lot (net land area) plus half of the following areas located within or adjoining the lot: (1) publicly-owned or otherwise permanently dedicated open space, such as parks, recreation areas, water bodies, cemeteries and the like, and (2) public rights-of-way; provided that the total amount of credited open space and public streets shall not exceed ten (10) percent of the net land area of the zoning lot.
26. **Ground floor elevation:** The height of the ground floor relative to the height of the sidewalk and it is measured from top of the abutting curb to the top of the finished ground floor.
27. **Height (of a structure or part thereof):** The vertical distance from the average finished grade at the foundation along the street façade to the highest portion of the structure, or part thereof. To determine mean finished grade, take the spot elevations from the highest and lowest points of the foundation. The average of these two (2) spot elevations is the mean finished grade and the elevation from which height measurements are made.
28. **Height limitation, setback height:** The maximum height allowed for any structure located at the perimeter setbacks on a zoning lot, as defined by the applicable minimum setback lines. The setback height is the lower limit of the vertical portion of the building envelope. Setback heights are established in division 3.8.2(f).

## TERMS (CONTINUED...)

- 29. Hotel or motel:** A building or group of buildings containing in combination ten (10) or more lodging units intended primarily for rental or lease to transients by the day or week, as distinguished from residence halls, in which occupancy is generally by residents rather than transients.
- 30. Impervious surface:** A surface composed of any material that impedes or prevents natural infiltration of water into the soil.
- 31. Land Use Management Ordinance (LUMO):** Appendix A of the Town of Chapel Hill Code of Ordinances.
- 32. Minimum parking requirements:** The minimum number of parking spaces required pursuant to subsection 5.9.7(c) of this appendix.
- 33. Minor modification to parking:** Minor modifications to parking areas shall include parking areas that are generally remaining the same and undergoing modifications to the layout of the spaces only.
- 34. Major modification to parking:** Major modifications include adding parking area somewhere where there was previously no parking area.
- 35. Minor Change or Modification of the Special Use Permit (SUP):** The Planning Staff is authorized to approve minor changes in the approved final plans as long as such changes continue to comply with the approving action of the town council and all other applicable requirements, but shall not have the authority to approve changes that constitute a modification of the special use permit. Any change requiring evidential support in addition to that presented at a public hearing on applications for the original special use permit or subsequent modifications of special use permit shall constitute a modification of the special use permit, instead of a minor change. This is a defined process that should reference Section 4.5.4 of the LUMO. If the proposed action is determined to be a modification, the Planning Staff shall require the filing of an application for approval of the modification. An application for modification of a special use permit shall be reviewed in accord with the procedures established in subsection 4.5.3 of the LUMO. If Planning Staff does not approve the minor change or modification to the SUP, the applicant may seek appeal and approval from the Town Manager.
- 36. Module offset:** The module offset shall be measured as the horizontal change of a portion of the building wall plane at ground level, perpendicular to the applicable frontage. The module width shall be measured for the portion of the wall plane closer to the sidewalk, while the width of offset shall be measured for the portion further from the sidewalk. The dimensions of modules and offsets should maintain a sense of proportion to the building as a whole.
- 37. Outdoor amenity space:** Outdoor amenity space must be provided on the lot, or lands permanently designated as publicly accessible open space, and must be available as unenclosed exterior space appropriately improved as a pedestrian amenity or for aesthetic appeal and cannot include areas used for vehicles, except for incidental service, maintenance or emergency actions. Outdoor amenity space shall be made available to the general public.
- 38. Pedestrian connectivity:** A publicly accessible route between buildings that allows pedestrians to move from one (1) side of a building or lot to another through a privately owned or publicly dedicated area. The route must connect to or allow future connection to other such routes, sidewalks, greenways, or thoroughfares. Pedestrian connectivity may include a through-street or alley, and may be designed as a trail, greenway or other similar passage. Vehicular use may be allowed as desired by the applicant, provided that the design of the pedestrian route prioritizes pedestrian movements.
- 39. Planning Staff:** The Planning Staff of the Town of Chapel Hill.
- 40. Primary elevation of a building:** The elevation is the side of a building which fronts the main street serving the building. It will usually contain the main architectural features such as large windows, the main entrance door, lighting, signage and canopies or awnings.
- 41. Primary height:** The primary height limitation is the maximum height allowed for any structure located at the minimum setback required for the structure.

## TERMS (CONTINUED...)

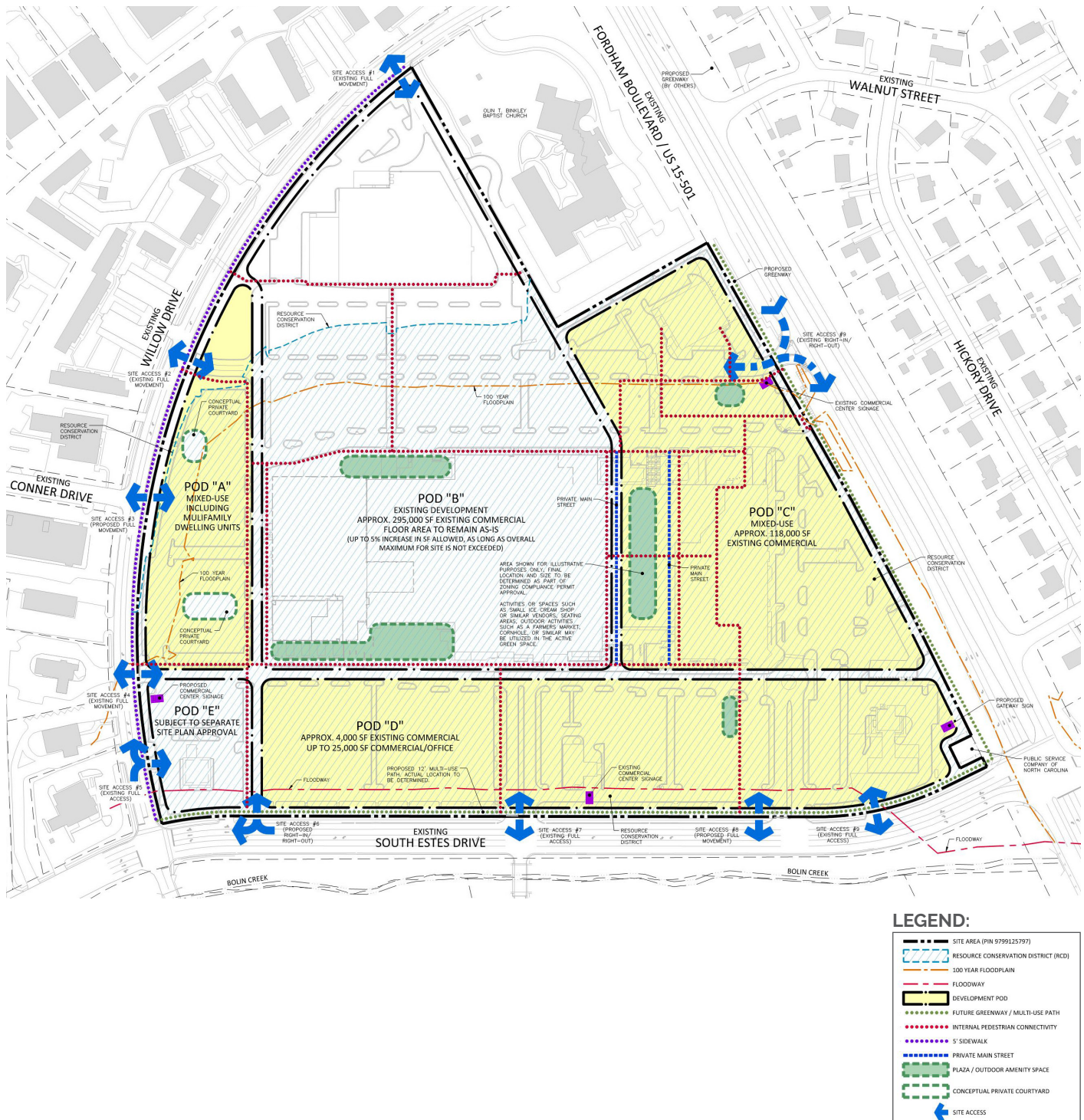
- 42. Primary entrance:** An entrance providing both ingress and egress, operable to residents at all times or to customers during normal business hours that is required along each side of the building facing a public streetscape or any other non-vehicular, publicly accessible area.
- 43. Proportions:** The ratios established by length, width and height and may exist as planar or volumetric measurements.
- 44. Proposed development:** The development requested by an applicant that includes all buildings and land uses subject to an application.
- 45. Public land:** Land owned by the Town of Chapel Hill, or any other governmental entity or agency thereof.
- 46. Public realm:** The streetscape or any other non-vehicular, publicly accessible area located along the designated frontage of a street, alley shared between sites, or non-vehicular thoroughfare.
- 47. Right-of-way:** A fee simple dedication of private property or an easement, whereby public access and utility easements are granted.
- 48. Reconfiguration:** A change in the form or design of an existing development or structure. Reconfiguration shall be treated as development if it involves substantial improvement as defined in this section.
- 49. Renovation:** The act of improving a structure or development by renewing and restoring component parts. Renovation shall be treated as development if it involves substantial improvement as defined in this section.
- 50. Resource Conservation District (RCD):** An overlay zoning district to protect stream corridors and prevent property damage from floods. The RCD is intended to preserve water quality, minimize danger and property damage from flooding, protect streams from erosion and sedimentation, and preserve urban wildlife corridors and plant habitats. The RCD is also used to manage development in FEMA regulatory floodplains.
- 51. Secondary height:** The secondary height is the absolute maximum height allowed for any structure and increases at a rate of one foot in height for every one foot of distance interior to the lot, measured away from the setback of any public street frontage. The secondary height allowed as measured in number of stories shall increase at a rate of 1 additional story for every 10' feet of distance interior to the lot, measured away from the setback of any public street frontage.
- 52. Setback, street:** The horizontal distance between the street lot line of a zoning lot and any structure on such zoning lot, measured perpendicular to the street lot line.
- 53. Sidewalk clear zone:** An area of the sidewalk equivalent to the minimum required width for which pedestrians have a safe and adequate place to walk free of any obstructions. Any entryways, doors, door swings, outdoor dining, sandwich boards, benches, lighting or other streetscape features shall be placed outside of the clear zone.
- 54. Site specific development plan:** A special use permit issued by the council authorizing the development of a zoning lot.
- 55. Special Use Permit (SUP):** A permit issued by the council authorizing the development of a zoning lot for a special use or a planned development.
- 56. Story height:** The height of each story of building and it is measured from the top of the finished floor to the ceiling above.
- 57. Street:** A right-of-way or easement thirty (30) feet or more in width containing a roadway which provides or is used primarily for vehicular circulation.
- 58. Street facing façade:** A building façade which directly abuts an arterial, collector, local or district street.
- 59. Street frontage width:** The horizontal distance measured along a straight line connecting the points at which the street lot line abutting a street intersects with interior lot lines and/or other street lot lines.
- 60. Street, private:** A street consisting of a private easement and a privately maintained roadway.

**TERMS (CONTINUED...)**

- 61. Street, public:** A street consisting of a publicly dedicated right-of-way and a roadway maintained by the Town of Chapel Hill or the State of North Carolina.
- 62. Thoroughfare:** A route provided for the purposes of creating connectivity and/or establishing blocks, to include all types of streets, alleys, and non-vehicular paths and greenways with a defined right-of-way.
- 63. Town council:** The governing body of the Town of Chapel Hill, consisting of a mayor and eight (8) council members, as established in the Charter of the Town of Chapel Hill.
- 64. Town Manager:** The Town Manager of the Town of Chapel Hill, or his or her designee.
- 65. Transparency:** The minimum percentage of windows and doors that must cover a ground or upper story façade. Transparency is required for any building façade facing a street.
- 66. Use:** The specific activity or function for which land, a building, or a structure is designated, arranged, intended, occupied, or maintained.
- 67. Use, accessory:** A use on the same lot or in the same structure with, and of a nature and extent customarily incidental and subordinate to, the principal use of the lot or structure.
- 68. Use, principal:** The primary or main use of land or structures, as distinguished from a secondary or accessory use.
- 69. Use, special:** A use of land, buildings, or structure that is identified in this appendix as a use that because of its inherent nature, extent, and external effects, requires special care in the control of its location, design, and methods of operation in order to ensure protection of the public health, safety, and welfare.
- 70. Variance:** A relaxation of the strict terms of a specific provision of this appendix authorized by the board of adjustment in accord with the provisions of section 4.6 of this appendix.
- 71. Vertical mixed use building:** A building in which commercial uses are located on the first floor; commercial, residential, or office uses are located on the second to fourth floors; and residential uses are located on any floors above the fourth floors. A building must include both (1) commercial and/or office uses, and (2) residential uses, in order to be considered a vertical mixed use building.
- 72. Zoning Compliance Permit (ZCP):** A permit issued by the town manager authorizing the recipient to make use of property in accord with the requirements of this appendix.

## II. FRAMEWORK





Each Pod within the Site Plan contains allowable use types that include commercial, office, residential and hotel, each of which are further defined below. For uses not specifically defined within the Design Standards for University Place, the uses permitted within Community Commercial ("CC") zoning district shall govern allowed uses unless otherwise listed herein as specifically prohibited.

PERMITTED USES					
RESIDENTIAL USES	POD A	POD B	POD C	POD D	POD E
Dwelling Units, as listed below:					
Single Family	--	--	--	--	--
Single Family w/ accessory apartment	--	--	--	--	--
Duplex	--	--	--	--	--
Multifamily - 3 to 7 dwelling units	P	--	P	--	--
Multifamily - Over 7 dwelling units	P	--	P	--	--
Live-Work	--	--	--	--	--
Triplex	--	--	--	--	--
Upper Story	--	--	--	--	--
Fraternity Dwelling	--	--	--	--	--
Group Care Facility	--	--	--	--	--
Home Occupation	A	--	A	--	--
Home Occupation, Major	--	--	--	--	--
Independent Senior Living Facility	P	--	P	--	--
Manufactured Home Park	--	--	--	--	--
Manufactured Home, Class A	--	--	--	--	--
Manufactured Home, Class B	--	--	--	--	--
Residence Hall	--	--	--	--	--
Residential Support Facility	--	--	--	--	--
Rooming House	--	--	--	--	--
Shelter	--	--	--	--	--
Short-Term Rentals	--	--	--	--	--
Tourist Home	--	--	--	--	--
OFFICE USES	POD A	POD B	POD C	POD D	POD E
Business, Office-Type	P	P	P	P	P
Clinic	P	P	P	P	P
Hospital	--	--	--	--	--
Institutional Uses, as listed below:					
College or University	P	P	P	P	P
Fine Arts Educational Institution	P	P	P	P	P
Place of Worship	P	P	P	P	P
Public Cultural Facility	P	P	P	P	P

### KEY

P = Permitted as Principal Use  
A = Permitted as Accessory Use  
S = Permitted as Special Use  
-- = Use Not Permitted

Public Service Facility	A	A	A	A	A
Public Use Facility	P	P	P	P	P
School, Elementary or Secondary	P	P	P	P	P
Vocational School	P	P	P	P	P
Flex Office	--	--	--	--	--
Flex Space	--	--	--	--	--
Maintenance & Storage Facility	A	A	A	A	A
Research Activities	P	P	P	P	P
Research Activities, Light	--	--	--	--	--
<b>HOTEL USES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Hotel or Motel	P	--	P	--	--
<b>COMMERCIAL USES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Adult Day Care Facility	A	A	A	A	A
Agriculture, except as listed below:	--	--	--	--	--
Community Garden	A	A	A	A	A
Automatic Teller Machines (Walk-up)	P	P	P	P	P
Automatic Teller Machines (Drive-up)	P	P	P	P	P
Automotive Repair	P	P	P	P	P
Automotive, Trailer & Farm Sales or Rental	--	--	--	--	--
Bank	P	P	P	P	P
Barber Shop / Beauty Salon	P	P	P	P	P
Business - Convenience	P	P	P	P	P
Business - General	P	P	P	P	P
Business - Wholesale	P	P	P	P	P
Car Wash	A	A	A	A	A
Cemetery	--	--	--	--	--
Child Day Care Facility	P	P	P	P	P
Club	P	P	P	P	P
Drive-in Window / Drive-thru Facilities	P	P	P	P	P
Essential Services	P	P	P	P	P
Extraction of Earth Products	--	--	--	--	--
Food Truck	A	A	A	A	A
Funeral Home	--	--	--	--	--
Hangar, Medical Aircraft	--	--	--	--	--
Kennel	A	A	A	A	A
Landfill	--	--	--	--	--
Manufacturing, Light	A	A	A	A	A

**KEY**

P = Permitted as Principal Use

A = Permitted as Accessory Use

S = Permitted as Special Use

-- = Use Not Permitted

Outdoor Skateboard Ramp	--	--	--	--	--
Park/Ride	A	A	A	A	A
Parking, Off-Street	A	A	A	A	A
Personal Services	P	P	P	P	P
Place of Assembly, +2,000 Seating Capacity	--	--	--	--	--
Place of Assembly, up to 2,000 Seating Capacity	P	P	P	P	P
Publishing and/or Printing	A	A	A	A	A
Recreation Facility, Commercial	P	P	P	P	P
Recreation Facility, Non-Profit	P	P	P	P	P
Recreation Facility, Outdoor Commercial	A	A	A	A	A
Self-Storage Facility, Conditioned	--	--	--	--	--
Service Station/Convenience Store	--	--	--	P	P
Solid Waste Management Facility	--	--	--	--	--
Supply Yard	A	A	A	A	A
Temporary Portable Building, Construction Related	A	A	A	A	A
Temporary Portable Building, Not Construction Related	--	--	--	--	--
Veterinary Hospital or Clinic	P	P	P	P	P
Water & Wastewater Treatment Plant	--	--	--	--	--
<b>WIRELESS COMMUNICATION FACILITIES</b>	<b>POD A</b>	<b>POD B</b>	<b>POD C</b>	<b>POD D</b>	<b>POD E</b>
Collocation on existing tower or base station	P	P	P	P	P
Small Wireless Facility concealed: new base station or new dual purpose tower	P	P	P	P	P
Small Wireless Facility non-concealed: new base station or new tower	P	P	P	P	P
Macrocell Facility: new concealed base station	P	P	P	P	P
Macrocell Facility: new concealed dual-purpose tower	S	S	S	S	S
Macrocell Facility: new non-concealed base station	P	P	P	P	P
Macrocell Facility: new non-concealed tower	S	S	S	S	S

### KEY

P = Permitted as Principal Use  
 A = Permitted as Accessory Use  
 S = Permitted as Special Use  
 -- = Use Not Permitted

### NOTES

1. A lot or building must be occupied with only the principal uses permitted on the permitted use table above. Accessory uses and structures customarily incidental to a permitted principal or special use shall be permitted.
2. If residential uses are constructed as permitted herein, a minimum of 15% of all residential units constructed must be designated as affordable dwelling units.
3. All affordable dwelling units within residential uses designated as “for sale” shall be subject to the requirements of Section 3.10 of the Land Use Management Ordinance (LUMO).
4. All affordable dwelling units within residential uses designated as “rental units” shall be subject to the requirements contained herein:
  - a. Rental units designated as affordable dwelling units shall remain affordable for a period of 30 years from certificate of occupancy.
  - b. Rental units designated as affordable dwelling units shall be units provided for households earning 80% or less of the area median income (AMI) based on household size for the Durham-Chapel Hill Metropolitan Statistical Area, as determined by the United States Department of Housing and Urban Development (HUD).
  - c. If the required number of affordable dwelling units includes a fraction, the applicant shall have the option to (i) round up and provide one additional affordable dwelling unit, or (ii) the fraction of a unit shall be provided in the form of a payment in lieu of providing the affordable dwelling unit as further outlined in Section 3.10.3 of the LUMO.
  - d. Each rental unit designated as an affordable dwelling unit must meet the following minimum floor area:
    - i. Studio/Efficiency – 500 SF\*
    - ii. 1 Bedroom – 700 SF\*
    - iii. 2 Bedroom – 850 SF\*
    - iv. 3 Bedroom – 1,100 SF\*
    - v. 4 Bedroom – 1,200 plus 250 SF per additional bedroom above 4\*

\*If unrestricted, market rate units in a building are constructed at sized below those stated above, the minimum floor area for affordable units may be reduced to the size of such comparable unrestricted units in the building.
  - e. The owner may seek alternatives to on-site development of affordable dwelling units as outlined in Section 3.10.3 of the LUMO.
  - f. An affordable housing plan shall be required as outlined in Section 3.10.4 of the LUMO.
  - g. An affordable housing performance agreement shall be required as outlined in Section 3.10.5 of the LUMO.
  - h. The owner shall be entitled to all development cost offsets allowed under Section 3.10.6 of the LUMO.
  - i. Rental units designated as affordable dwelling units shall be subject to all requirements under Section 3.10.7 of the LUMO.
5. If residential uses are constructed as permitted herein and are designated as “senior housing/senior living” with minimum age requirements (typically 55+), the affordable dwelling unit requirements outlined above shall not apply so long as the units remain age restricted.
6. Food Trucks shall be a permitted use by right, however, Food Trucks will need to comply with all vendor requirements under Sec. 6.20 of the LUMO.



**NOTES (CONTINUED...)**

7. In order to regulate use, categories of uses have been established above, providing a systematic basis for assigning land uses to appropriate categories with other similar uses. Use categories classify land uses and activities based on common functional, product or physical characteristics. The Town Manager is responsible for categorizing all uses into the use categories above. When determining the use category in which a proposed use fits, the Town Manager must consider the following criteria:
  - a. the actual or projected characteristics of the proposed use
  - b. the relative amount of site area or floor area and equipment devoted to the proposed use
  - c. relative amounts of sales
  - d. the customer type
  - e. the relative number of employees
  - f. hours of operation
  - g. building and site arrangement
  - h. types of vehicles used and their parking requirements
  - i. the number of vehicle trips generated
  - j. how the proposed use is advertised
  - k. the likely impact on surrounding properties
  - l. whether the activity is likely to be found independent of the other activities on the site
  - m. where a use not listed is found by the Town Manager not to be similar to any other permitted use, the use is not permitted.
8. The Business - Convenience use as permitted herein which includes the use for eating and drinking establishments shall include brewery, cidery, seltzery, distillery & winery uses, so long as any such use includes a retail component open to the public. No production-only facilities shall be permitted.
9. Drive-thru facilities, including drive-up automatic teller machines and drive-in windows shall be permitted, subject to the drive-thru standards contained herein.
10. Co-working space shall be permitted under Business, Office-Type.
11. Short-Term Rentals, which is defined as the rental of a residence, or part thereof, to a transient for a limited duration, usually 30 days or less, shall be specifically prohibited.
12. The property contains an existing Service Station / Convenience Store use located on Pod D. No additional independent Service Station / Convenience Store uses shall be permitted by right without first obtaining a Special Use Permit.

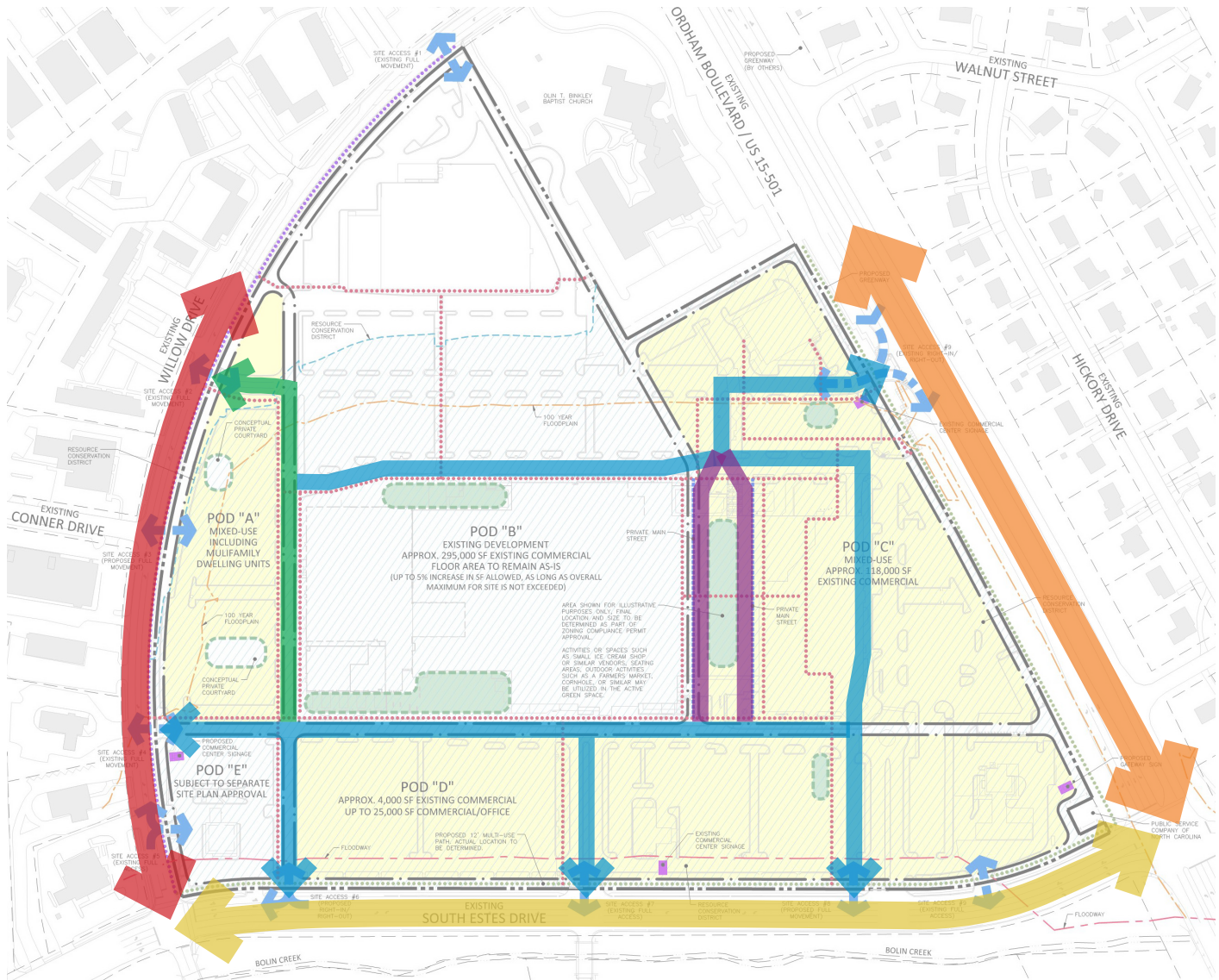
## III. DESIGN CRITERIA



# DESIGN CRITERIA

## STREET FRONTAGES

To help facilitate a pedestrian friendly and walkable environment, street frontage requirements shall be used to apply certain development standards along thoroughfares. Frontage requirements shall be used to dictate a building's proximity to the road through the use of a Build-to Zone ("BTZ"), where new buildings must be placed in order to qualify as a building frontage. New buildings shall also be required to have a minimum percentage of building facade along the linear street frontage. Given the environmental constraints along Estes Drive, there shall be no frontage requirements for buildings in Pod D that are fronting Estes Drive, however, streetscape standards shall apply as detailed herein. Note that these Design Standard street frontage requirements shall take the place of perimeter buffer requirements that are outlined in LUMO Section 5.6.



### LEGEND:

<span style="color: red;">█</span>	WILLOW DRIVE
<span style="color: orange;">█</span>	FORDHAM BOULEVARD
<span style="color: yellow;">█</span>	ESTES DRIVE
<span style="color: purple;">█</span>	INTERNAL MAIN STREET DRIVEWAY
<span style="color: blue;">█</span>	INTERNAL TYPICAL DRIVEWAY
<span style="color: green;">█</span>	SERVICE ALLEY



## 2. FORDHAM BOULEVARD

### BUILDING LOCATIONS

- Front Setback/BTZ: 0 (min)
  - 77' (max with parking)
  - 0-20' (max without parking)
- Building Façade in BTZ (min): 40%

Given that development will occur in phases, the required building façade in BTZ shall be calculated based on the new building area within the BTZ against the land area being disturbed for that specific building or phase of development.

### PEDESTRIAN ZONE

- Sidewalk (min): 8'
  - (See Street Frontages note 5)

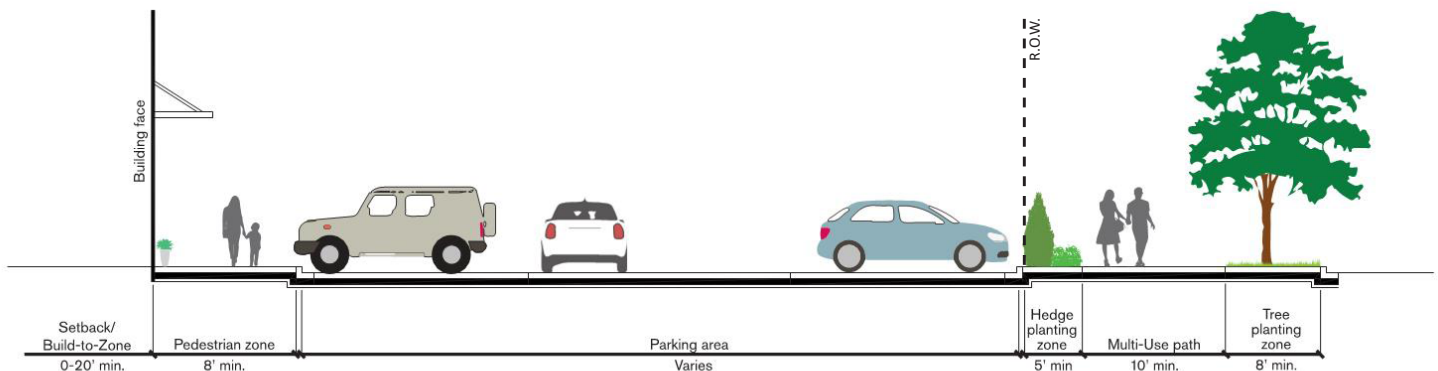
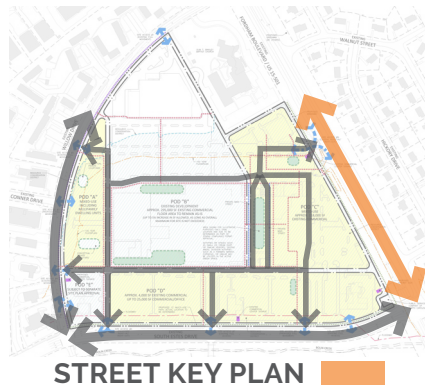
### PARKING AREA

- Parking Area (max, if provided): 62'
- Hedge Planting Zone (min): 5' (only required when there is parking that is to be screened)

### STREETSCAPE

- Sidewalk (min): N/A\*
  - \*Multi-use path proposed as alternative to sidewalk
- Multi-use Path: 10' (with 2' clear zone)
- Tree Planting Zone (min): 8'
  - Preserve existing mature trees where possible.
- Tree Spacing (on center, avg): 40'
  - Space proposed trees around and between existing mature trees as needed.

Where conflicts exist due to utility locations, fire access, required sight lines or other existing conditions, an alternative design shall be proposed, reviewed and approved by the Planning Staff.



### 3. ESTES DRIVE

#### BUILDING LOCATIONS

- Front Setback/BTZ (min/max): N/A
- Building Façade in BTZ (min): N/A

Given that the Estes Drive frontage is within the FEMA floodway, there shall be no required BTZ since buildings cannot be placed within the floodway.

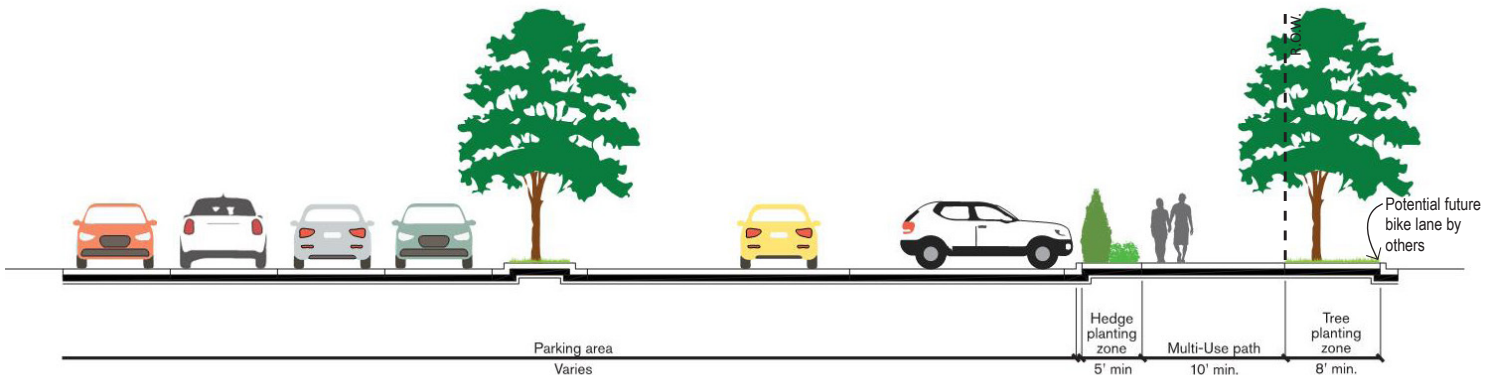
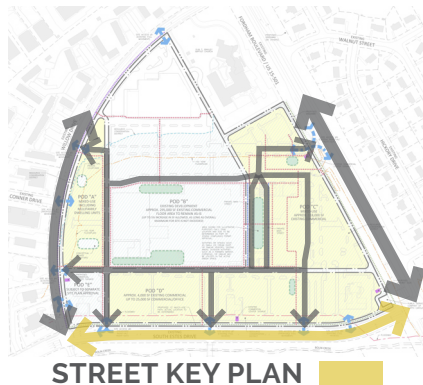
#### PARKING

- Parking Area (min): Varies
- Hedge Planting Zone (min): 5' (only required when there is parking that is to be screened)

#### STREETSCAPE

- Sidewalk (min): N/A\*
  - \*Multi-use path proposed as alternative to sidewalk.
- Multi-use Path: 10' (with 2' clear zone)
- Tree Planting Zone (min): 8'
  - Preserve existing mature trees where possible.
- Tree Spacing (on center, avg): 40'
  - Space proposed trees around and between existing mature trees as needed.

Where conflicts exist due to utility locations, fire access, required sight lines or other existing conditions, an alternative design shall be proposed, reviewed and approved by the Planning Staff.



SECTION



## 4. INTERNAL MAIN STREET DRIVEWAY

### DESIGN INTENT & FLEXIBILITY

The internal main street driveway section shown below is mainly shown for design intent only. There may be a need for flexibility in this layout to accommodate specific urban amenities and groups that will utilize this space such as a farmer's market, events lawn, and other events such as hosting larger community gatherings.

**\*\*Note that if a design alternative is proposed for this example streetscape section, Planning Staff can approve the alternative so long as it meets the overall intent.**

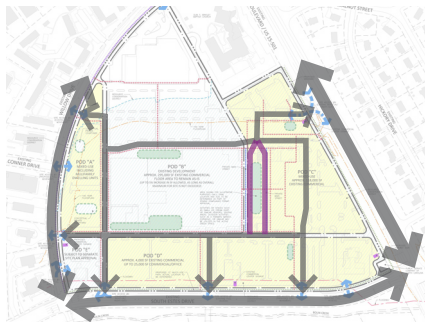
### BUILDING LOCATIONS

- Front Setback/BTZ (min/max): 0-20'
- Building Façade in BTZ (min): 50%

Given that development will occur in phases, the required building façade in BTZ shall be calculated based on the new building area within the BTZ against the land area being disturbed for that specific building or phase of development.

### PARKING

- Angled or parallel parking
- Ensure pedestrians have convenient access from the parking area directly to the sidewalk and building facades.

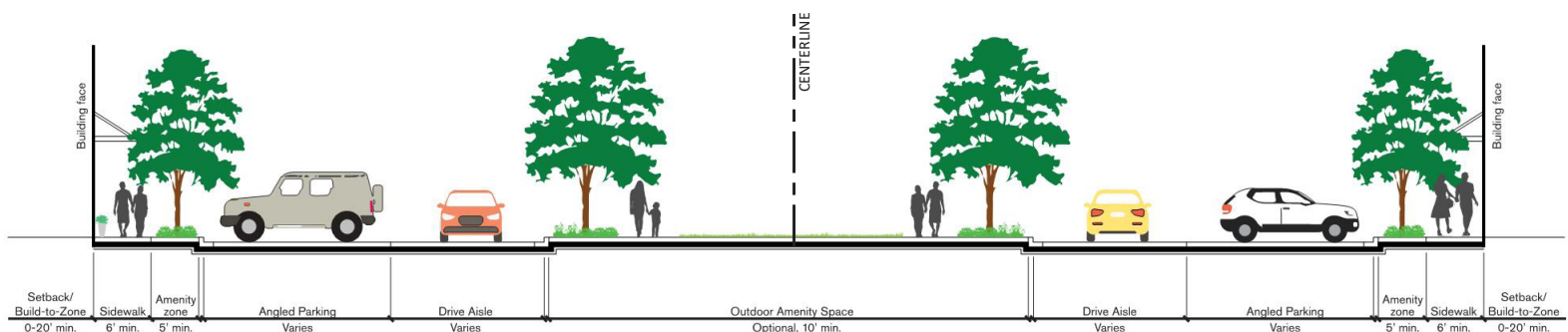


STREET KEY PLAN

### STREETSCAPE

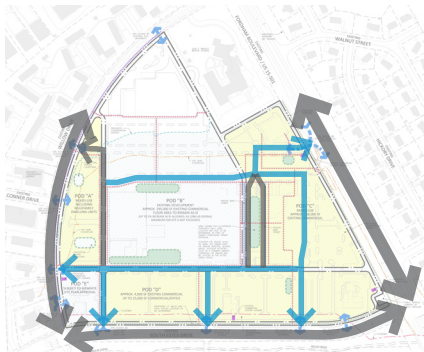
- Sidewalk (min): 6'
- Amenity Zone (min): 5'
  - Includes but not limited to: tree planting zone, light poles, bollards, tree grates, benches, planters, street furnishings, and hardscape areas/ extended sidewalk.
- Tree Spacing (on center, avg): 40'
  - A tree shall be provided at least every 40' measured linearly along each side of the internal main street driveway. These trees may be placed within the outdoor amenity space, streetscape amenity zone or in the parking islands; however, only the trees located on each side of the centerline may count towards that half of the streetscape's tree requirement.
  - Tree planting requirements of the parking landscape standards in section 5.9.6 of the LUMO shall apply.
- Outdoor Amenity Space (min, if provided): 10'
  - Refer to requirements in these Design Standards to follow.
  - Retail kiosks and other structures may be placed in the outdoor amenity space.

Where conflicts exist due to utility locations, fire access, required sight lines or other existing conditions, an alternative design shall be proposed, reviewed and approved by the Planning Staff.



EXAMPLE SECTION\*\*

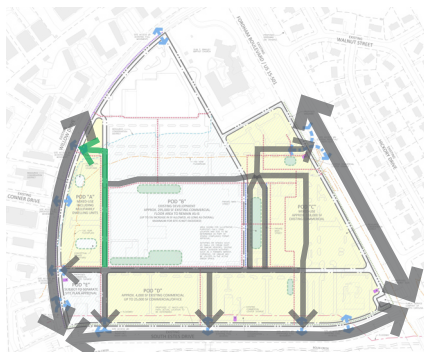
## 5. INTERNAL TYPICAL DRIVEWAY



STREET KEY PLAN

Throughout the site there are numerous existing internal driveways that may remain as-is or be modified over time. Given the various configurations existing today, internal drives shall not be subject to any specific cross-section; however, for proposed buildings with a primary entrance facing an internal drive, a minimum 6' sidewalk and 5' amenity zone shall be required between the building and the internal drive. Alternative designs may be proposed, reviewed and approved by the Planning Staff where conflicts exist due to utility locations, fire access, required sight lines or other conditions merit.

## 6. SERVICE ALLEY



STREET KEY PLAN

The service alley is located near the rear of the building and not visible from the public right-of-ways as much as possible given existing parameters of the site. The alley is oriented to easily access necessary service areas around Pod A and Pod B.

## NOTES

1. Setbacks/BTZ shall be measured from the edge of the right-of-way line. No interior, side or rear yard setbacks shall be required; however, if building is not placed on the side or rear property line and a setback is provided, it must be a minimum of 5 feet from the property line.
2. The required percentage of building façade in the BTZ is measured by the width of the building along the street frontage divided by the buildable width of the lot. Since the project may occur in phases, the buildable width of the lot shall only include the portion of the lot included and being disturbed in any such phase of construction. If any such phasing creates a non-conforming frontage request until a future phase is built, a design alternative may be reviewed and approved by the Town Manager.
3. Outdoor seating and dining areas shall qualify as building façade for the purposes of calculating the BTZ percentage so long as the outdoor seating and dining area is not more than 2/3 the width of the building and is separated from the sidewalk by a wall or fence no higher than 4' above the sidewalk. Each outdoor seating and dining area may only include up to 20' of qualifying width with no more than two outdoor seating and dining areas included in the BTZ calculation for any one building.
4. Drive-thru windows or similar structures related to drive-thru facilities, whether attached or detached to the use it serves shall not be counted towards the BTZ percentage requirement, nor shall walk-up automatic teller machines.
5. Along Fordham Blvd. frontage, if the primary building entrance is facing Fordham Blvd, an 8' sidewalk shall be required within the pedestrian zone. If the primary building entrance is perpendicular to Fordham Blvd., an 8' sidewalk shall be required along the primary building façade and a 5' sidewalk shall be required adjacent to the building façade parallel to and fronting Fordham Blvd. If no building fronts Fordham Blvd., then a pedestrian zone sidewalk is not required in addition to the multi-use path.
6. While only one row of parking (62' max) shall be permitted between any new buildings constructed and the Fordham Blvd. right-of-way, so long as the minimum BTZ percentage requirement has been met, additional rows of parking shall be allowed beside those buildings constructed or in the areas between where buildings are constructed along Fordham Blvd.
7. Where a new building is being constructed on a portion of the property that is outside of the BTZ, such construction shall be permitted when the BTZ percentage required has been met for the frontage directly adjacent to where the non-conforming building is being proposed. Note that if a building fronts the Main Street it is exempt from other frontage/BTZ requirements.
8. Building additions to any existing structures shall be permitted and shall not be subject to BTZ requirements unless the building addition proposed is within the BTZ of any street frontage. Note that this statement also applies to a structure that exists in the future and is then expanded.
9. Buildings within 100' of a second right-of-way shall be subject to the frontage requirements of both streets. Any building outside of 100' of a second right-of-way shall only be subject to one frontage requirement based on the nearest right-of-way to the building being constructed unless otherwise exempt from frontage requirements. This requirement excludes the plans that are currently under review in Pod E.
10. Note that streetscape improvements are only required along areas that are being redeveloped.
11. All landscaping for street fronts shall meet requirements set forth in Section 5.9.6 of the Town of Chapel Hill Land Use Management Ordinance (LUMO) and Design Manual, with the exception of any modifications, variances or design alternatives that are approved with the Special Use Permit. For any NCDOT roads, streetscape & landscaping requirements are subject to NCDOT approval and may be modified as needed so long as Planning Staff agrees with the requested changes.
12. Given that screening and other requirements are met, structured parking may be located in the BTZs.



## MASS

Building mass variation is the way the form and shape of a building changes to establish a sense of human scale. This may be achieved by changing the heights of different parts of a building and by creating offsets in wall planes to express individual building modules. All new buildings in University Place shall be subject to the building height requirements listed below. In addition, all buildings 4 stories in height or greater shall meet either the building step back or module offset criteria listed below.

### 1. BUILDING HEIGHT

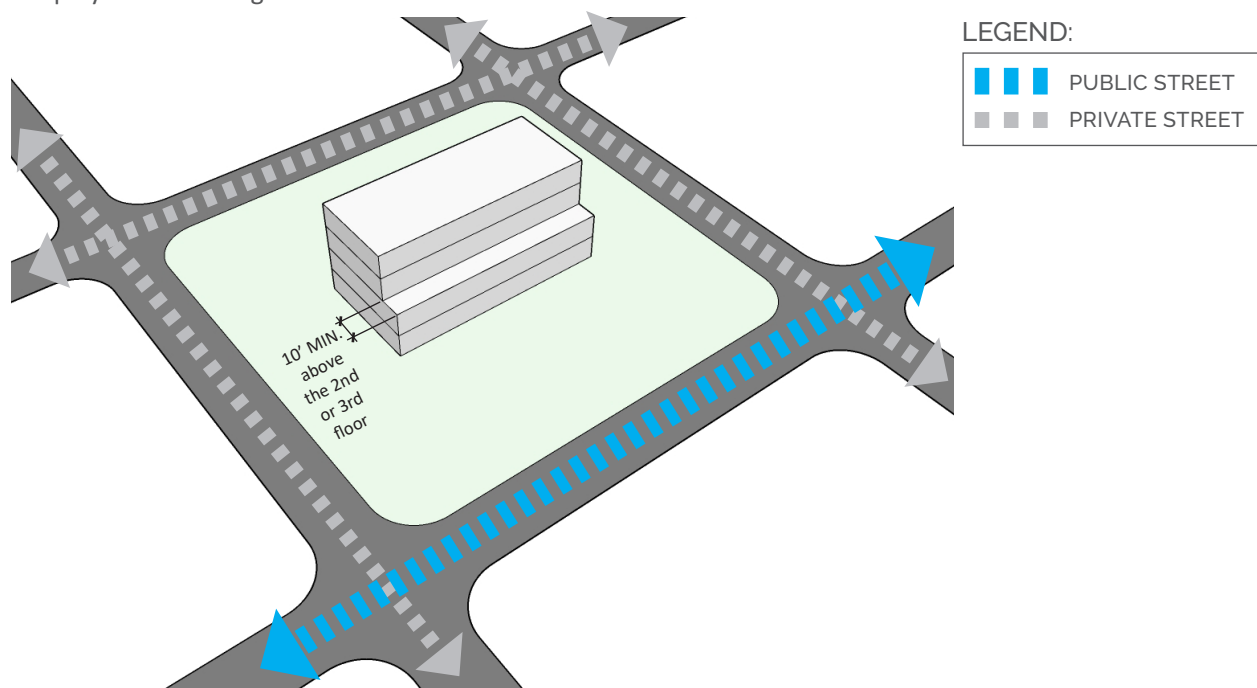
Building height shall be measured from the average grade at the foundation to the highest portion of the structure. Building height requirements are broken down into primary and secondary. Primary height shall be the maximum height allowed for any structure located at the minimum setback required for such structure, while secondary height shall be the absolute maximum height allowed for any structure. The maximum heights for University Place shall be as follows:

	Primary Height (max.)	Secondary Height (max.)
Pod A	75' (5-story)	90' (7-story)
Pod B	N/A - No Change	N/A - No Change
Pod C	75' (5-story)	90' (7-story)
Pod D	34' (3-story)	45' (3-story)
Pod E	N/A - No Change	N/A - No Change

**Ground Floor Height:** In addition, ground floor height for residential and hotel uses shall be a minimum of 9' from floor to ceiling and a minimum of 12' from floor to ceiling for commercial and office uses with upper story height being a minimum of 9' from floor to ceiling for all permitted uses.

### 2. BUILDING STEP BACK

The building step back shall be measured as the horizontal change in the building wall plane, perpendicular to the applicable frontage or property line. Stepped heights of buildings are to be proposed only from buildings directly fronting public streets. A 10' foot building step back above the second or third floor is required for buildings 4 stories or greater, unless module offset is provided. The building step back requirements are also displayed in the diagram below:



BUILDING STEP BACK DIAGRAM

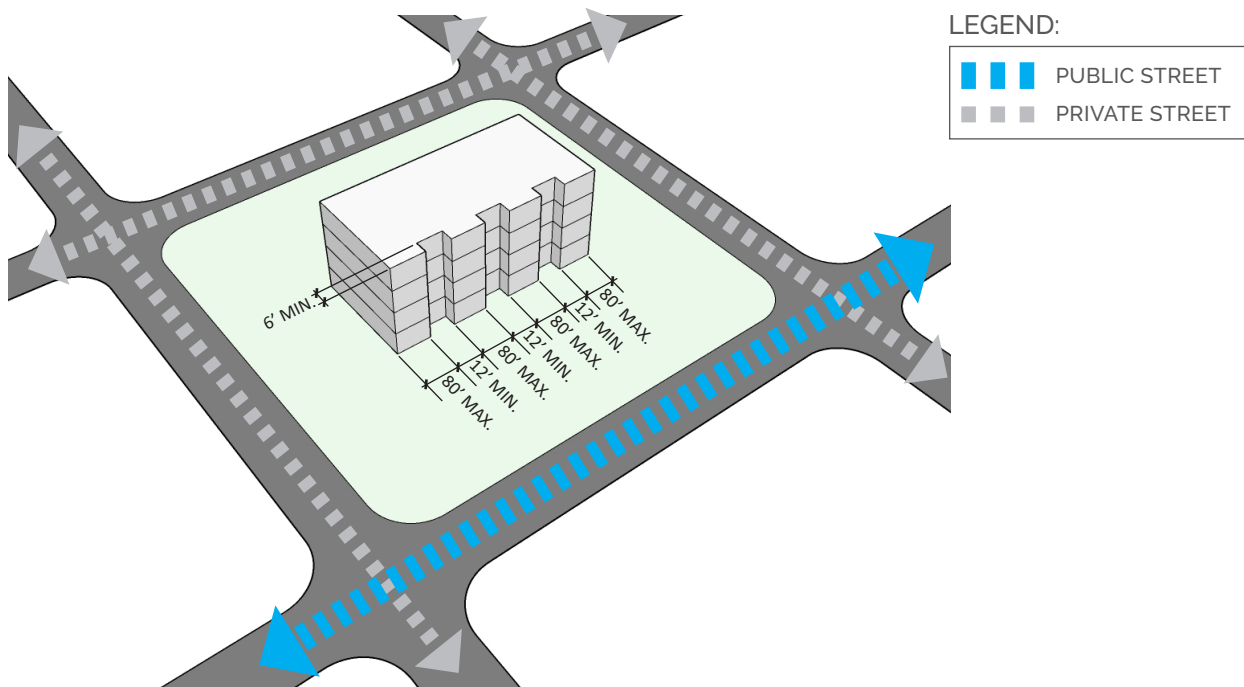
## MASS (CONTINUED...)

**3. MODULE OFFSET**

Building modules refer to a set of subordinate volumes that compose the total mass of a building. Modularity also can be expressed by the following, but not limited to, changes in wall planes, building materials and architectural details. The module offset requirement shall be measured as the horizontal change of a portion of the building wall plane at ground level, perpendicular to the applicable frontage. The module width shall be measured for the portion of the wall plane closer to the sidewalk, while the width of offset shall be measured for the portion further from the sidewalk. The dimensions of modules and offsets should maintain a sense of proportion to the building as a whole. Module offset is required for buildings 4 stories or greater, unless a building step back is provided. Requirements for module offset in University Place shall be as follows:

<b>Average Module Width (max)</b>	80'
<b>Depth of Offset (min)</b>	6'
<b>Width of Offset (min)</b>	12'

The module offset requirements are also displayed in the diagram below:



MODULE OFFSET DIAGRAM

## FORM

The building form design requirements should encourage human interaction and activity at the street level with clear connections to building entries and edges. In conjunction, the Street Frontage standards defined in this package will ensure an appropriate pedestrian framework is created to safely connect people to different buildings. Primary entrances should be distinctive and identifiable to pedestrians with clear lines of sight. There should be an emphasis on street level transparency to facilitate interaction between people in the interior of a building and people near the exterior of a building. The primary elevation of a building is considered as that side which fronts the main street serving the building. It will usually contain the main architectural features such as large windows, one or more primary entries, lighting, signage and canopies or awnings. To facilitate these goals mentioned above, the following shall be required on the primary elevations of buildings:

<b>Transparency - Ground Floor (min)</b>	20% (Residential/Hotel Uses)
	50% (Commercial/Office Uses)
<b>Transparency - Upper Floors (min)</b>	20% (All Uses)
<b>Blank Wall Distance (max)</b>	50'
<b>Primary Entrance Facing Public Realm</b>	Required
<b>Building Pass-through</b>	330' maximum spacing
Width (min)	12'
Width (min) for Buildings 4-stories or more	20'
Height (min)	Equal to height of adjacent first floor ceiling



## NOTES

1. The primary height limitation is the maximum height allowed for any structure located at the minimum setback required for the structure. The secondary height is the absolute maximum height allowed for any structure and increases at a rate of one foot in height for every one foot of distance interior to the lot, measured away from the setback of any public street frontage. The secondary height allowed as measured in number of stories shall increase at a rate of 1 additional story for every 10' feet of distance interior to the lot, measured away from the setback of any public street frontage.
2. Transparency is the minimum percentage of windows and doors that must cover a ground or upper story façade. Transparency is required for any building façade facing a public street. The transparency requirement on ground story façades is measured between 2 and 9 feet above the adjacent sidewalk. The transparency requirement on upper story façades is measured from the top of the finished floor to the top of the finished floor above. When there is no floor above, upper story transparency is measured from the top of the finished floor to the top of the wall plate. Glass is considered transparent where it has a transparency higher than 80% and external reflectance of less than 15%. Windows must be clear, unpainted, or made of similarly-treated glass; spandrel glass or back-painted glass does not comply with this provision. Transparency applies to street-facing façades only. For ground story commercial uses, a minimum of 60% of all windows must allow views into the ground story for a depth of at least 6 feet.
3. Blank wall area and distance means a portion of the exterior façade of the building that does not include: windows or doors; columns, pilasters or other articulation greater than 12 inches in depth, art or murals, or a substantial material change (paint color is not considered a substantial change). Blank wall area and distance applies in both a vertical and horizontal direction. Blank wall area is not permitted to exceed the maximum blank wall distance as measured in both the vertical and horizontal direction. Blank wall area and distance applies only to ground and upper story street-facing façades.
4. An entrance providing both ingress and egress, operable to residents at all times or to customers during normal business hours, is required along each side of the building facing a public streetscape or any other non-vehicular, publicly accessible area to meet the public realm primary entrance requirements. Additional entrances are permitted. An angled (clipped corner) entrance may be provided at any corner of a building along the street to meet the street entrance requirements. A primary entrance may be oriented perpendicular to the adjacent public realm where the entrance is clearly defined by a building element. For a residential building façade, entries to individual units are considered primary entrances.
5. Building pass-throughs shall be a minimum height equal to the first floor ceiling height of the adjacent building except when life safety service is required. For buildings 4-stories or greater, a building pass-through shall be a minimum width of 20'. For building 4-stories or less, the building pass-through shall be a minimum width of 12'. Building pass-throughs shall be adequately lit. Building pass-throughs shall serve as a publicly accessible passage between or through buildings that allows pedestrians to move from one side of a building to another, through a privately owned or publicly dedicated area.
  - a. The maximum building pass-through spacing may be increased by five percent (5%) through a minor modification where one or more of the following applies:
    - i. proposed to protect sensitive natural areas or save healthy existing trees
    - ii. required to protect natural conditions, such as watercourses, riparian buffers, natural rock formations or topography
    - iii. required based on some unusual aspect of the development site or the proposed development that is not shared by landowners in the surrounding area (e.g., unusual lot size or configuration)
    - iv. required due to the presence of existing utilities or other easements
    - v. proposed because there are no other options for ingress and egress.

## NOTES (CONTINUED...)

- b. Where the Planning Staff makes a finding that a proposed design alternative for building pass-through will provide access that at a minimum meets the purpose or intent the pass through requirement and where one or more of the site constraints listed below applies, the Planning Staff may approve an alternatively designed building pass-through:
    - i. proposed to protect sensitive natural areas or save healthy existing
    - ii. required to protect natural conditions, such as watercourses, riparian buffers, natural rock formations or topography
    - iii. required based on some unusual aspect of the development site or the proposed development that is not shared by landowners generally in the surrounding area (e.g., unusual lot size or configuration)
    - iv. required due to the presence of existing utilities or other easements.
  - c. Modifications to existing structures shall not trigger any requirement for a building pass-through. Only new buildings shall be subject to the pass-through requirement.
  - d. Where building pass-throughs cannot be implemented because of limitations caused by existing conditions, a public amenity must be provided in its place to continue a piece of the pedestrian experience in an alternative way. Given the significant grade change and the interior street being a service alley for trash and deliveries, no building pass-through shall be required on Pod A; however, a public outdoor amenity space will be provided in lieu of the building pass-through.
- 6. Average grade of a building is determined by calculating the average of the highest and lowest elevation along natural or improved grade (whichever is more restrictive) along the front of the building parallel to the primary street setback line.
- 7. Any height encroachment not specifically listed is expressly prohibited except where the Town Manager determines that the encroachment is similar to a permitted encroachment listed below.
  - a. The maximum height limits do not apply to spires, belfries, cupolas, domes not intended for human occupancy; monuments, water tanks/towers or other similar structures which, by design or function, must exceed the established height limits.
  - b. The following accessory structures may exceed the established height limit of the district provided they do not exceed the maximum height by more than fifteen (15) percent of the maximum height limitation that defines the portion of the building envelope penetrated by such structures:
    - i. Chimney, flue or vent stack, spire, smokestack, water tank, windmill
    - ii. Rooftop deck, patio, shade structure
    - iii. Monument, steeple, flagpole
    - iv. Accessory radio or television antenna, relay tower
    - v. Transmission pole, tower or cable
    - vi. Garden, landscaping
    - vii. Skylight
    - viii. Cupola, clock tower or decorative tower not exceeding twenty (20) percent of the principal building footprint
    - ix. Parapet wall
    - x. Solar panel, wind turbine, rainwater collection system
  - c. The following accessory structures may exceed the established height limits provided they do not exceed the maximum building height by more than ten (10) feet, do not occupy more than twenty-five (25) percent of the roof area, and are set back at least ten (10) feet from the edge of the roof: Elevator or stairway access to roof, Greenhouse and Mechanical equipment.
  - d. An accessory structure located on the roof must not be used for any purpose other than a use incidental to the principal use of the building.

Parking is an essential element to a successful mixed use project, but access and sight-lines must not interfere with the pedestrian experience or safety. Given that the project has existing tenants with varying degrees of protection over existing parking areas, a portion of the existing surface lots will remain as-is in the near-term, but will offer more opportunities for redevelopment over time. In addition to the parking regulations outlined in the Street Frontage requirements herein, the minimum and maximum number of required parking spaces for vehicles and bicycles for new buildings shall be as follows:

**PARKING REQUIREMENTS**

	VEHICLE		BICYCLE	
	MIN.	MAX.	MIN.	SHORT/ LONG TERM
<b>RESIDENTIAL USES</b>				
Multifamily Dwelling Units, as follows:				
Studio / 1 Bedroom	1.0 per Unit	1.25 per Unit	1 per 4 units	20% / 80%
2 Bedroom	1.25 per Unit*	1.75 per Unit	1 per 4 units	20% / 80%
3 Bedroom	1.75 per Unit	2.25 per Unit	1 per 4 units	20% / 80%
4+ Bedroom	2.0 per Unit	2.5 per Unit	1 per 4 units	20% / 80%
Independent Senior Living Facility	0.5 per Unit	1.0 per Unit*	1 per 2 units*	20% / 80%
<b>COMMERCIAL USES</b>				
All Commercial Uses, Except:	1 per 300 SF*	1 per 200 SF*	1 per 2,500 SF*	80% / 20%
Restaurant/Bar	1 per 150 SF*	1 per 75 SF*	1 per 2,500 SF*	80% / 20%
<b>OFFICE USES</b>				
All Office Uses	1 per 300 SF*	1 per 200 SF*	1 per 2,500 SF*	50% / 50%*
<b>HOTEL USES</b>				
Hotel or Motel	0.9 per Lodging Unit	1.25 per Lodging Unit	1 per 15 Lodging Units	20% / 80%

\*Denotes a modification from LUMO Standards.

## NOTES

1. Existing buildings may be renovated or otherwise modified without providing additional bicycle or vehicular parking, so long as there is no increase to the overall building's finished square footage. If an existing building's overall finished square footage is increased, additional parking is only required for the new square footage added. A change of use to any existing structure shall not require additional parking. Note that this statement also applies to a structure that exists in the future and is then expanded.
2. Minor modifications to parking areas shall include parking areas that are generally remaining the same and undergoing modifications to the layout of the spaces only. Major modifications include adding parking area somewhere where there was previously no parking area. If minor modifications are made to existing parking areas, the owner will not be required to bring those entire parking areas into full compliance so long as the result of the minor modifications are closer to compliance than the existing conditions. If major modifications are made, the parking area must be brought into full compliance per requirements of the Town of Chapel Hill Land Use Management Ordinance (LUMO) and Design Manual. If the applicant and Planning Staff disagree, the Town Manager shall ultimately determine whether or not changes to the parking fields are considered major or minor modifications.
3. If parking, access or other internal driveways, etc. are modified to accommodate the reconfiguration of existing buildings and not new buildings, those modifications shall not be subject to any frontage, BTZ or other requirements unless modifications are to accommodate new buildings, in which case they shall be subject to all requirements for new buildings including frontage, BTZ, etc.
4. The minimum parking requirement (vehicle or bicycle) may be reduced by up to 30% for shared parking between a mix of uses. Any reduction to the minimum parking shall be reviewed and approved by the Town Manager.
5. Short-term bicycle parking minimums required may be reduced if existing short-term bicycle parking is located within 100' of the proposed building. The requirement shall be reduced on a one for one basis for each space located within 100' up to 25% of the total required short-term bicycle parking.
6. Any structured parking visible to the public shall be required to include architectural screening compatible with the principal building it serves. All parking structure screening must be reviewed and approved by the Planning Staff. When feasible, consideration shall be given to providing commercial, office or other active uses on the ground floor of parking structures.
7. In the event that on-street parking is constructed as part of the construction of new buildings at the property, each on-street parking space may be used to count towards the required minimum parking.
8. Bicycle parking shall be required in accordance with the table above. Short-term parking shall be publicly accessible and be located within 100' from a building entrance that the bicycle rack is intended to serve. Long-term parking is intended for employees and residents and must be covered, weather-resistant and within 100 feet from a building entrance that the bicycle rack is intended to serve. Long-term bike parking can also be provided interior to a building or parking structure, without the need for a distance requirement.
9. All landscaping for parking areas shall meet requirements set forth in the Town of Chapel Hill Land Use Management Ordinance (LUMO) and Design Manual, with the exception of any modifications, variances or alterations that are approved with the Special Use Permit.
10. Pods may be developed with parking to serve the uses within the pod in excess of the maximum given that the parking provided on the overall site does not exceed the maximum.
11. A minimum of 20% of the new, modified surface parking spaces provided will be pre-wired for electric charging stations. In all pods, modified parking lots with more than 50 spaces shall have electric vehicle charging stations provided on at least 3% of all new or modified parking spaces. The new parking along the internal main street driveway shall be exempt from this requirement.



## NOTES

Drive-thru facilities shall be permitted in each pod, but must adhere to the following guidelines:

1. Drive-thru windows, lanes, menu boards, trash receptacles, ordering box, and other objects associated with the drive-thru, may not be placed along the public street facing façade of the associated building. This shall exclude any exit lanes from a drive-thru when necessary for adequate vehicular circulation so long as it does not conflict with primary pedestrian access points to and from the associated building.
2. Adequate stacking space must be made available on-site for any use having a drive-thru. No more than 2 drive-thru lanes are permitted for any single use with drive-thru, with the exception of a bank being allowed to have 3 drive-thru lanes maximum. Required stacking shall be as follows:
  - a. restaurant (including a coffee shop) with a drive-thru must provide a minimum of 5 spaces before the order board, with another 3 spaces provided between the order board and the transaction window
  - b. a bank with a drive-thru must provide a minimum of 3 spaces measured from the teller box
  - c. a pharmacy with a drive-thru must provide a minimum of 3 spaces measured from the order box
  - d. a dry cleaner with a drive-thru must provide a minimum of 3 spaces measured from the pick up door
  - e. stacking required for all other uses will be determined by the Town Manager. The number of required stacking spaces includes the space at the window or communication/ mechanical device (e.g., order board, pick up window). If a drive-thru has multiple order boxes, teller boxes or pick up windows, the number of required stacking spaces may be split between each order box, teller box or pick up window.
3. Vehicles may not encroach on or interfere with the public use of streets and sidewalks by vehicles, bicycles or pedestrians. Drive-thru lanes must be separated by striping or curbing from other parking areas. Individual lanes must be striped, marked or otherwise distinctly delineated.
4. Drive-thru windows and lanes must be screened from the public realm and any adjacent ground floor residential use for the entire length of the drive-thru lane, including but not limited to menu boards, stacking lanes, trash receptacles, ordering box, drive up windows, and other objects associated with the drive-thru must be screened. Screening must be a continuous compact evergreen hedge. At the time of installation, the screening must be at least 3 feet in height and reach a height of 4 feet within 3 years of planting. In lieu of the compact evergreen hedge, a screening wall with a minimum height of 4 feet may be installed. The wall must be compatible with the principal building in terms of texture, quality, material and color.
5. The above standards are not applicable to existing drive-thru facilities located at the property.

# DESIGN CRITERIA

## OUTDOOR AMENITY SPACE

Outdoor amenity space shall be provided and may include green space, courtyards, plazas, water features, amphitheaters, patios, rooftops, art, dog parks, playgrounds, pavilions, sport courts, community gardens and other public elements. It should be designed and furnished to encourage activity and create comfortable space for all to enjoy. The outdoor amenity space shall include trees for shade along with other landscaped areas that coordinate with the overall site development. When possible, use these green spaces or plazas to link adjoining buildings and provide clear connections to pedestrian circulation routes. Conceptual examples of those spaces are as follows:



EXAMPLE 1



EXAMPLE 2

## NOTES

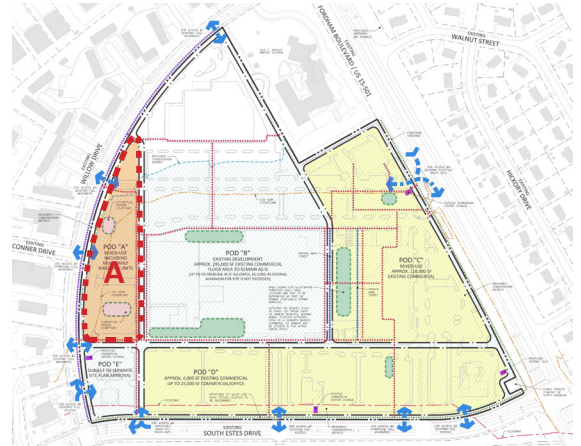
1. Outdoor amenity space shall be provided for the entirety of the property at a minimum ratio of 4.6% of gross land area and shall be distributed throughout the site. Each Pod shall be required to provide outdoor amenity space at a minimum ratio of 3.6% of Pod area, so long as overall property minimum is met.
2. Outdoor amenity space shall be calculated as a function of gross land area of the development. Outdoor amenity space may be met in one contiguous open area or in multiple open areas on the lot and must meet minimum dimensions described as follows:
  - a. Where not located adjacent to a building, or where located adjacent to a building that is three stories in height or less, an outdoor amenity space must be at least 10 feet in width and length, with a minimum area of 100 square feet.
  - b. Where located adjacent to a building that is four stories in height or greater, the outdoor amenity space shall have greater dimensions, such that the space is in proportion to the associated building, provides a comfortable scale for pedestrians, and invites public use and enjoyment. In no case shall the area of a single outdoor amenity space be required to exceed the minimum outdoor amenity space ratio as specified for the property.
  - c. Where located in the build-to zone and used to create inviting space along a street facing façade, the width of the outdoor amenity space measured perpendicular to the right-of-way may be less than the dimension prescribed above, subject to approval of a design alternative.
3. Outdoor amenity space may be counted to meet the build-to-zone percentage requirements; however, only half the width of the applicable outdoor amenity space can be counted toward the required percentage.
4. Where pedestrian pass-throughs are provided, they may qualify as outdoor amenity space if they are unobstructed above by any building elements and meet all other requirements of this section. A building element used for shade purposes, such as a pergola or canopy, which allows partial views to the sky, may be considered as unobstructed above.
5. Outdoor amenity space cannot be parked or driven upon, except for emergency access and permitted temporary events.
6. Note that streetscape components and parking lot landscaping shall not be included in the outdoor amenity space calculations.
7. Outdoor amenity spaces may include but are not limited to facilities such as examples listed below:
  - a. green space
  - b. courtyards
  - c. seating area plazas
  - d. water features
  - e. amphitheaters
  - f. patios
  - g. parks
  - h. rooftops
  - i. public art
  - j. dog parks
  - k. playgrounds
  - l. pavilions
  - m. sport courts
  - n. community gardens
  - o. other outdoor public elements
8. Outdoor amenity space shall meet ADA accessibility standards.

## IV. DEVELOPMENT OPTIONS



## POD A

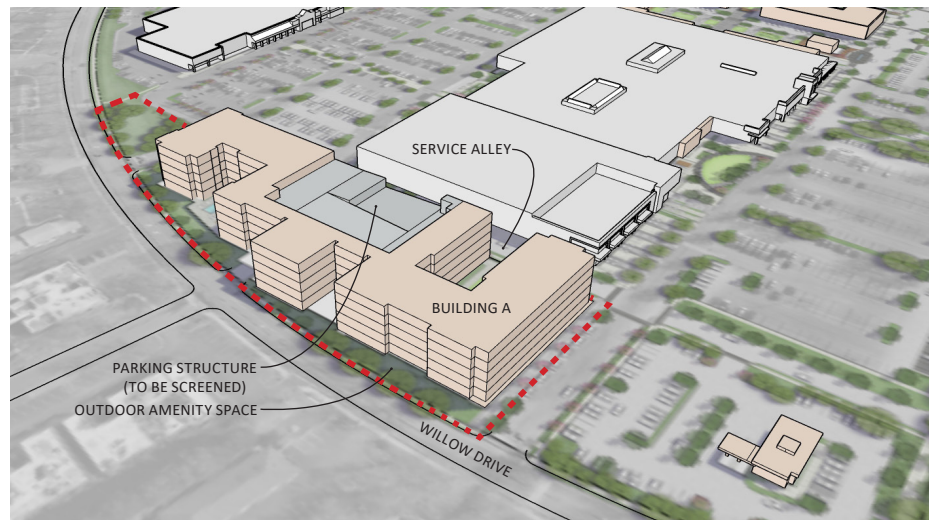
Pod A converts an existing surface parking area into a more dense, multi-use part of the site. A new parking structure is proposed with a residential wrap screen. Given the significant grade change along Willow Drive and the interior street being a service alley for trash and deliveries, no building pass-through shall be required on Pod A; however, a public outdoor amenity space will be provided in lieu of the building pass-through along Willow Drive.



KEY MAP

## DEVELOPMENT EXAMPLE

- Building A:
  - ±250 units Residential
  - ±4,000 SF Incubator retail
  - 2 private resident amenity courtyards
- Parking Structure: Parking Spaces for covered retail parking + multifamily residents/guests
- Outdoor Amenity Space



CONCEPT MASSING\*

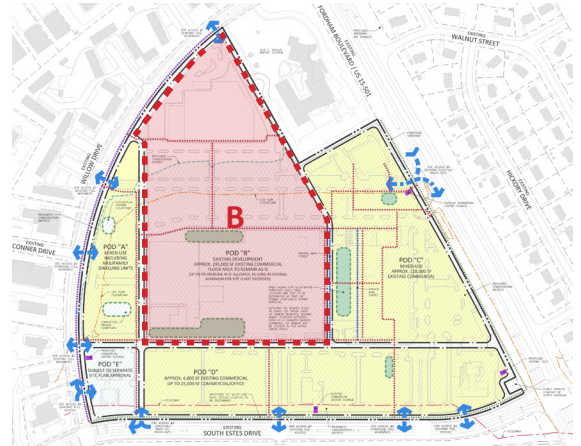
\*This concept massing view is conceptual in nature and is provided for reference only. Building locations, access points, outdoor amenity space locations, and other design decisions shall be finalized during the Zoning Compliance Permit (ZCP) process.

# DEVELOPMENT OPTIONS

PODS

## POD B

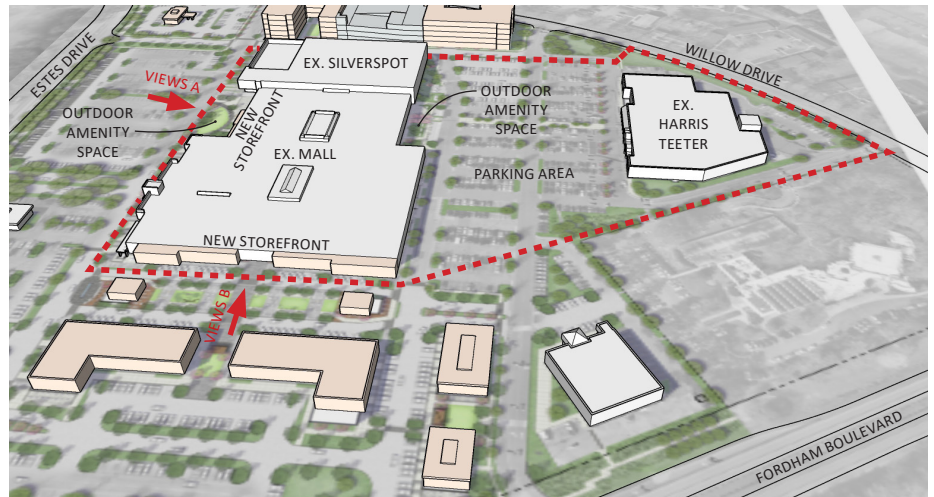
There is  $\pm 295,000$  SF of existing commercial to remain and be renovated, with conversion of interior mall space into exterior space. Enhanced outdoor amenity and green spaces are to be provided throughout Pod B along with parking improvements. Examples of conceptual facade and outdoor amenity space improvements to occur in Pod B are shown in the storefront rendering views below.



KEY MAP

### DEVELOPMENT EXAMPLE

- $\pm 295,000$  SF Existing Commercial to Remain
- New Storefronts along portions of existing mall (see views below)
- Outdoor Amenity Space



CONCEPT MASSING\*



CONCEPT STOREFRONT VIEWS A



CONCEPT STOREFRONT VIEWS B

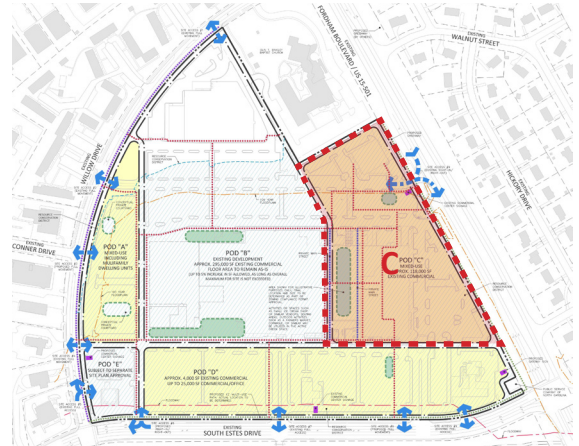


# DEVELOPMENT OPTIONS

PODS

## POD C

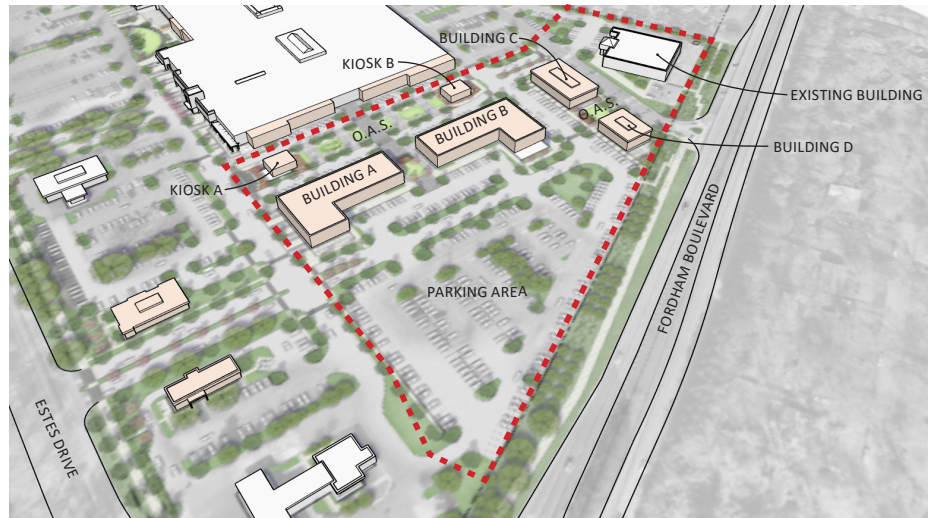
Pod C will be focused around a central park or green space that will be pedestrian focused and include programmed space for the farmers market and other recurring events. The central park area will be flanked by urban 'main streets' with a consistent streetscape experience that is designed to promote safety and minimize pedestrian-vehicle conflicts. This area will act as the heart of the project, with pathways busy during the day and into the evening in this vibrant urban environment.



KEY MAP

### DEVELOPMENT EXAMPLE 1

- Demolition of  $\pm 105,000$  SF of Existing Mall
- Existing Building:  $\pm 11,200$  SF Commercial
- Building A:  $\pm 13,500$  SF Commercial
- Building B:  $\pm 13,500$  SF Commercial
- Building C:  $\pm 6,000$  SF Commercial
- Building D:  $\pm 3,300$  SF Commercial
- Kiosk A:  $\pm 1,200$  SF Commercial
- Kiosk B:  $\pm 1,200$  SF Commercial
- Outdoor Amenity Space (O.A.S.)



CONCEPT MASSING\*

### DEVELOPMENT EXAMPLE 2

- Demolition of  $\pm 105,000$  SF of Existing Mall
- Existing Building:  $\pm 11,200$  SF Commercial
- Building A:  $\pm 13,500$  SF Commercial
- Building B:  $\pm 13,500$  SF Commercial
- Building C:  $\pm 6,000$  SF Commercial
- Building D:  $\pm 3,300$  SF Commercial
- Building E:  $\pm 45,000$  SF Office
- Building F:  $\pm 125$  room Hotel
- Kiosk A:  $\pm 1,200$  SF Commercial
- Kiosk B:  $\pm 1,200$  SF Commercial
- Outdoor Amenity Space (O.A.S.)



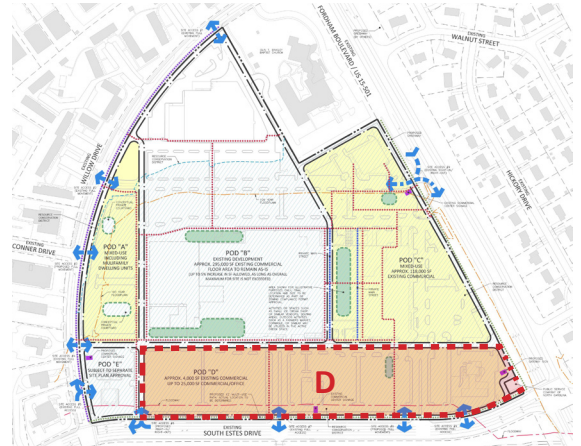
CONCEPT MASSING\*

\*These concept massing views are conceptual in nature and are provided for reference only. Building locations, access points, outdoor amenity space locations, and other design decisions shall be finalized during the Zoning Compliance Permit (ZCP) process.



## POD D

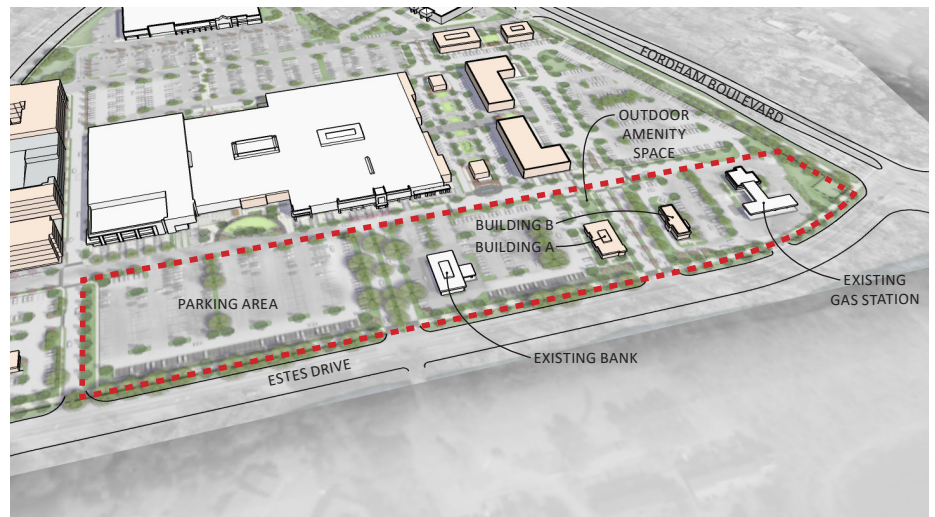
Pod D includes existing parking areas and buildings to remain, amongst 2 proposed commercial buildings lining a relocated driveway. Note that this pod faces limitations to major design changes because of sensitivity to being in a floodplain. The proposed development should assist with flooding concerns because it overall reduces the amount of impervious area on site.



KEY MAP

### DEVELOPMENT EXAMPLE

- Existing Gas Station: ±2,000 SF
- Existing Bank: ±2,400 SF
- Building A: ±3,500 SF Bank Commercial
- Building B: ±2,800 SF Commercial
- Outdoor Amenity Space



CONCEPT MASSING\*

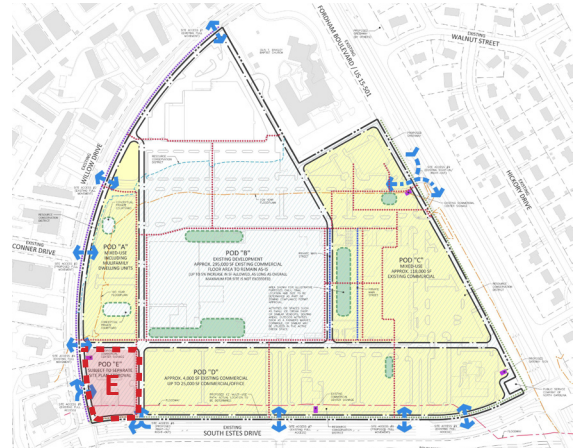
\*This concept massing view is conceptual in nature and is provided for reference only. Building locations, access points, outdoor amenity space locations, and other design decisions shall be finalized during the Zoning Compliance Permit (ZCP) process.

# DEVELOPMENT OPTIONS

PODS

## POD E

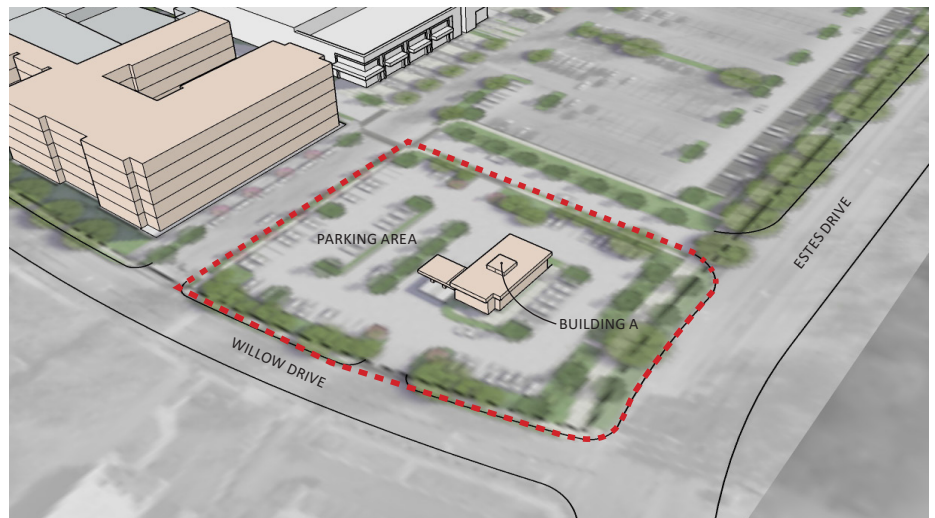
In Pod E, the Zoning Compliance Permit (ZCP) is under review for minor modifications to the existing SUP. The bank use is to remain and only parking modifications and potential driveway relocation are to occur in Pod E.



KEY MAP

## DEVELOPMENT EXAMPLE

- Building A: ±2,000 SF Bank



CONCEPT MASSING\*

\*This concept massing view is conceptual in nature and is provided for reference only. Building locations, access points, outdoor amenity space locations, and other design decisions shall be finalized during the Zoning Compliance Permit (ZCP) process.

## V. ADMINISTRATION

## SUMMARY OF MINOR CHANGES, MODIFICATIONS AND/OR DESIGN ALTERNATIVES REQUESTED IN THESE DESIGN STANDARDS:

This list is provided for convenience only and is not meant to be exhaustive. Refer to the balance of the document for more information.

1. Where the street frontage standards listed herein conflict due to utility locations, fire access, required sight lines or other existing conditions, an alternative design shall be proposed, reviewed and approved by the Planning Staff.
2. Building pass-throughs shall be a minimum height equal to the first floor ceiling height of the adjacent building except when life safety service is required. For buildings 4-stories or greater, a building pass-through shall be a minimum width of 20'. For building 4-stories or less, the building pass-through shall be a minimum width of 12'. Building pass-throughs shall be adequately lit. Building pass-throughs shall serve as a publicly accessible passage between or through buildings that allows pedestrians to move from one side of a building to another, through a privately owned or publicly dedicated area.
  - a. The maximum building pass-through spacing may be increased by five percent (5%) through a minor modification where one or more of the following applies:
    - i. proposed to protect sensitive natural areas or save healthy existing trees
    - ii. required to protect natural conditions, such as watercourses, riparian buffers, natural rock formations or topography
    - iii. required based on some unusual aspect of the development site or the proposed development that is not shared by landowners in the surrounding area (e.g., unusual lot size or configuration)
    - iv. required due to the presence of existing utilities or other easements
    - v. proposed because there are no other options for ingress and egress.
  - b. Where the Planning Staff makes a finding that a proposed design alternative for building pass-through will provide access that at a minimum meets the purpose or intent the pass through requirement and where one or more of the site constraints listed below applies, the Planning Staff may approve an alternatively designed building pass-through:
    - i. proposed to protect sensitive natural areas or save healthy existing
    - ii. required to protect natural conditions, such as watercourses, riparian buffers, natural rock formations or topography
    - iii. required based on some unusual aspect of the development site or the proposed development that is not shared by landowners generally in the surrounding area (e.g., unusual lot size or configuration)
    - iv. required due to the presence of existing utilities or other easements.
  - c. Modifications to existing structures shall not trigger any requirement for a building pass-through. Only new buildings shall be subject to the pass-through requirement.
  - d. Where building pass-throughs cannot be implemented because of limitations caused by existing conditions, a public amenity must be provided in its place to continue a piece of the pedestrian experience in an alternative way. Given the significant grade change and the interior street being a service alley for trash and deliveries, no building pass-through shall be required on Pod A; however, a public outdoor amenity space will be provided in lieu of the building pass-through.
3. Willow Drive street frontage section modified from current streetscape requirements in the Town's mobility plan to preserve existing mature trees along Willow Drive frontage. A 4.5' foot bike lane and 5' foot sidewalk shall be provided along the Willow Drive frontage.
4. Estes Drive street frontage section modified from current streetscape requirements in the Town's mobility plan due to environmental constraints and to preserve existing mature trees along Willow Drive. A 10' foot multi-use path shall be provided with 2' foot clear zone along Estes Drive in lieu of a 5' foot bike lane and 5' foot sidewalk.

## **SUMMARY OF MINOR CHANGES, MODIFICATIONS AND/OR DESIGN ALTERNATIVES REQUESTED IN THESE DESIGN STANDARDS (CONTINUED...):**

5. No build-to-zone shall be required on Estes Drive due to the flood sensitivity and proximity to the FEMA floodway where buildings may not encroach.
6. As of the date of these Design Standards, a ZCP and minor modification to the current SUP is under review and shall not be subject to these Design Standards unless future modifications occur following completion of the pending minor modification and subsequent construction related to the minor modification.
7. The alley between Pod A and Pod B currently functions as a service area for commercial tenant's trash, grease disposal, loading/unloading and to access parking. Given that the function of that alley is not intended to change, certain modifications to the Design Standards have been requested herein to specifically address how new development interacts with the alley versus how it would otherwise interact with a street (public or internal).
8. The property contains several mature trees around the perimeter, which are intended to remain. As such, all tree requirements shall allow flexibility to address those mature trees, which may require modifications from the required standards contained herein.
9. Outdoor amenity space shall be provided for the entirety of the property at a minimum ratio of 4.6% of gross land area and shall be distributed throughout the site. Each Pod shall be required to provide outdoor amenity space at a minimum ratio of 3.6% of Pod area, so long as overall property minimum is met.
10. For any NCDOT roads, streetscape & landscaping requirements are subject to NCDOT approval and may be modified as needed so long as Planning Staff agrees with the requested changes.
11. Note that these Design Standard street frontage requirements shall take the place of perimeter buffer requirements that are outlined in LUMO Section 5.6.
12. Note that if a building fronts the Main Street it is exempt from other frontage/BTZ requirements.
13. The required percentage of building façade in the BTZ is measured by the width of the building along the street frontage divided by the buildable width of the lot. Since the project may occur in phases, the buildable width of the lot shall only include the portion of the lot included and being disturbed in any such phase of construction. If any such phasing creates a non-conforming frontage request until a future phase is built, a design alternative may be reviewed and approved by the Town Manager.
14. Co-working space shall be permitted under Business, Office-Type.
15. The internal main street driveway section shown below is mainly shown for design intent only. There may be a need for flexibility in this layout to accommodate specific urban amenities and groups that will utilize this space such a farmer's market, events lawn, and other events such as hosting larger community gatherings. Note that if a design alternative is proposed for this example streetscape section, Planning Staff can approve the alternative so long as it meets the overall intent.
16. Retail kiosks and other structures may be placed in the outdoor amenity space along the internal main street driveway.
17. A tree shall be provided at least every 40' measured linearly along each side of the internal main street driveway. These trees may be placed within the outdoor amenity space, streetscape amenity zone or in the parking islands; however, only the trees located on each side of the centerline may count towards that half of the streetscape's tree requirement.

## **SUMMARY OF MINOR CHANGES, MODIFICATIONS AND/OR DESIGN ALTERNATIVES REQUESTED IN THESE DESIGN STANDARDS (CONTINUED...):**

18. Minor modifications to parking areas shall include parking areas that are generally remaining the same and undergoing modifications to the layout of the spaces only. Major modifications include adding parking area somewhere where there was previously no parking area. If minor modifications are made to existing parking areas, the owner will not be required to bring those entire parking areas into full compliance so long as the result of the minor modifications are closer to compliance than the existing conditions. If major modifications are made, the parking area must be brought into full compliance per requirements of the Town of Chapel Hill Land Use Management Ordinance (LUMO) and Design Manual. If the applicant and Planning Staff disagree, the Town Manager shall ultimately determine whether or not changes to the parking fields are considered major or minor modifications.
19. The minimum parking requirement (vehicle or bicycle) may be reduced by up to 30% for shared parking between a mix of uses. Any reduction to the minimum parking shall be reviewed and approved by the Town Manager.
20. All landscaping for parking areas shall meet requirements set forth in the Town of Chapel Hill Land Use Management Ordinance (LUMO) and Design Manual, with the exception of any modifications, variances or alterations that are approved with the Special Use Permit.
21. When outdoor amenity space is located in the build-to zone and used to create inviting space along a street facing façade, the width of the outdoor amenity space measured perpendicular to the right-of-way may be less than the dimension prescribed in those criteria notes, subject to approval of a design alternative.

**UNIVERSITY PLACE  
REDEVELOPMENT  
TRAFFIC IMPACT STUDY - *DRAFT***

**EXECUTIVE SUMMARY**



**Prepared for:**

The Town of Chapel Hill  
Public Works Department - Engineering

**Prepared by:**

***VHB Engineering NC, P.C.***

*940 Main Campus Drive, Venture 1  
Suite 500  
Raleigh, NC 27606*

*NCBELS License #: C-3750*

March 2021





# UNIVERSITY PLACE REDEVELOPMENT

TRAFFIC IMPACT STUDY - **DRAFT**

## EXECUTIVE SUMMARY



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March 2021



## Executive Summary

Ram Realty Advisors plans to redevelop the current University Place site, west of Fordham Boulevard (US 15-501) in Chapel Hill, NC. The site is bordered by S Estes Drive (SR 1750) to the south, Willow Drive to the west and north, and Fordham Boulevard (US 15-501) to the east (Figure ES-1). The current site consists of a 55,929 square foot multiplex movie theater, a service station with 8 fueling positions, a 53,371 square foot grocery store, a 4,578 square foot drive-in bank, and 302,237 square feet of retail. The proposed redevelopment will consist of a 55,929 square foot multiplex movie theater, a service station with 8 fueling positions, a 53,371 square foot grocery store, 300 multifamily housing dwelling units, 325,000 square feet of retail, a 7,950 square foot drive-in bank, 7,000 square feet of fast-food restaurant, 150,000 square feet of office, and a 150-room hotel.

The redevelopment is expected to be constructed in three (3) phases. Phase 1 includes the majority of land use totals with an anticipated build year of 2023, Phase 2 will add 50,000 square feet (sf) of office space by 2025, and Phase 3 will add an additional 45 multi-family dwelling units, 100,000-sf of office space, and 100,000-sf of retail space by 2027. Note that this total represents a mixture of land uses that are occupied today and will remain as is (supermarket, gas station), new uses (residential, fast food, office, hotel) and uses that will be expanded or modified (retail, bank). This document summarizes the traffic impacts associated with this redevelopment and improvements needed to mitigate those impacts.

## Project Background

Based on the conceptual site plan (Figure ES-2), access to the development is proposed via ten (10) connections along Fordham Blvd (US 15-501), Willow Drive, and S Estes Drive (SR 1750). All of the existing site access points will be maintained and one (1) new one will be constructed as part of the redevelopment (Future Site Access) along Willow Drive. As a result, traffic may access the site from multiple directions as follows:

- › Fordham Boulevard (US 15-501) at Site Access #1 (unsignalized, RIRO)
- › S Estes Drive (SR 1750) at Site Access #2 (unsignalized, full access)
- › S Estes Drive (SR 1750) at Site Access #3 (unsignalized, full access)
- › S Estes Drive (SR 1750) at Site Access #4/ Brookwood Condos (unsignalized, full access)

- › S Estes Drive (SR 1750) at Site Access #5 (unsignalized, full access)
- › Willow Drive at Site Access #6 (unsignalized, full access)
- › Willow Drive at Site Access #7 (unsignalized, full access)
- › Willow Drive at Site Access #8 (unsignalized, full access)
- › Willow Drive at Site Access #9 (unsignalized, full access)
- › Willow Drive at Future Site Access/Conner Drive (unsignalized, full access)

Based on discussions with Town of Chapel Hill staff, the following intersections were included in the study area and analyzed for existing and future conditions, where appropriate:

- › Fordham Boulevard (US 15-501) at Ephesus Church Road (SR 1742) (signalized)
- › Fordham Boulevard (US 15-501) at S Elliott Road (signalized)
- › Fordham Boulevard (US 15-501) at Willow Drive (signalized)
- › Fordham Boulevard (US 15-501) at S Estes Drive (SR 1750) (signalized)
- › Willow Drive at Future Site Access/Conner Drive (unsignalized)
- › S Estes Drive (SR 1750) at Willow Drive/Shepherd Lane (signalized)
- › E Franklin Street (SR 1010) at Estes Drive (SR 1750) (signalized)
- › Fordham Boulevard (US 15-501) at Site Access #1 (unsignalized, RIRO)
- › S Estes Drive (SR 1750) at Site Access #2 (unsignalized, full access)
- › S Estes Drive (SR 1750) at Site Access #3 (unsignalized, full access)
- › S Estes Drive (SR 1750) at Site Access #4/ Brookwood Condos (unsignalized, full access)
- › S Estes Drive (SR 1750) at Site Access #5 (unsignalized, full access)
- › Willow Drive at Site Access #6 (unsignalized, full access)
- › Willow Drive at Site Access #7 (unsignalized, full access)
- › Willow Drive at Site Access #8 (unsignalized, full access)
- › Willow Drive at Site Access #9 (unsignalized, full access)

The Town of Chapel Hill requires that future year analysis of the traffic conditions be conducted for the projected build year(s) plus one (+1). Therefore, the AM and PM peak hour analyses were performed under the following ten (10) scenarios:

- › Existing (2019)
- › No-Build (2024)
- › Build (2024) Phase 1
- › Build (2024) Phase 1 with Improvements
- › No-Build (2026)
- › Build (2026) Phase 2
- › Build (2026) Phase 2 with Improvements
- › No-Build (2028)
- › Build (2028) Phase 3
- › Build (2028) Phase 3 with Improvements

The Existing (2019) scenario includes AM and PM peak hour analysis based on turning movement count data collected in 2019. The No-Build (2024), No-Build (2026), and No-Build

(2028) scenarios include existing traffic with annual growth rates applied to the study area roadways between the base year (2019) and build years (2024; 2026; 2028) and additional trips generated by background approved developments in the study area. The Build (2024), Build (2026), and Build (2028) scenarios include the No-Build (2024), No-Build (2026), and No-Build (2028) volumes with the addition of site trips generated by Phase 1, Phase 2, and Phase 3 of the proposed development, respectively. The Build (2024) with Improvements, Build (2026) with Improvements, and Build (2028) with Improvements scenarios include future conditions with the recommended improvements for each individual phase in place.

Intersection analyses were conducted using *Synchro/SimTraffic Version 10* and *TransModeler (TSM) Version 5.0 Build 7255*. The overall level of service (LOS) and delay for each intersection and the approach LOS and delay are shown in the Summary Level of Service table on page xviii.

## Existing (2019) Conditions

Existing analyses were conducted based on current roadway geometrics and intersection turning movement counts. The existing turning movement counts were obtained from multiple sources. Turning movement counts from several intersections that overlapped with the University of North Carolina (UNC) Traffic Impact Analysis (TIA) 2019 Update, submitted in December 2019, were used in the analysis. The turning movement counts from those intersections were taken in September and October 2019. Intersections that were not included in the UNC TIA were counted in November 2019. Slight balancing adjustments were made to account for variations related to different count days. The balancing adjustments were typically made by adding to upstream or downstream through movements.

## Study Area

The site is located in the northwest corner of the Fordham Boulevard (US 15-501) and S Estes Drive (SR 1750) intersection in Chapel Hill, North Carolina. The site has nine existing access points along Fordham Boulevard (US 15-501), Willow Drive, and S Estes Drive (SR 1750). Fordham Boulevard (US 15-501) is a north-south principal arterial and S Estes Drive (SR 1750) is an east-west minor arterial.

Bicycle lanes are not currently present within the study area. Sidewalks, however, are present on one or both sides of Fordham Boulevard (US 15-501), S Estes Drive (SR 1750), and Willow Drive adjacent to the proposed development location. Six (6) bus stops are also present, with three on the south side of the property, two on the west side, and one on the north side.

## Crash Analysis

Five-year crash data (12/01/2014 - 11/30/2019) was obtained from the North Carolina Department of Transportation (NCDOT) Traffic Engineering Accident Analysis System (TEAAS) along Willow Drive, Fordham Boulevard (US 15-501), and S Estes Drive (SR 1750).

## Level of Service Summary

As reported in the Summary Level of Service (LOS) table on page xviii, all signalized intersections operate at an overall acceptable level of service (i.e., LOS D or better) during both

peak hours, with one exception. The intersection of E Franklin Street (SR 1010) at Estes Drive (SR 1750) operates at LOS E during the PM peak hour. All stop-controlled approaches operate at acceptable levels of service during both peak hours.

## No-Build (2024) Conditions

### Background Growth

As directed by Town staff, future growth rates were derived from the Ephesus Church Road – Fordham Boulevard Area 2030 Future Year Analysis technical memorandum, submitted in August 2017. An annual growth rate of one percent (1%) was applied along Fordham Blvd (US 15-501) and a rate of one quarter of a percent (0.25%) was applied along all other study area roadways to account for growth between the base year (2019) and the Phase 1 build year (2024). Three (3) background developments were identified in the Ephesus Church Road – Fordham Boulevard Area 2030 Future Year Analysis for inclusion in this study. Three (3) additional background developments were identified within the project study area and are identified as to be constructed before the Phase 1 build year (2024). The Wegmans Supermarket is proposed along US 15-501 (Durham-Chapel Hill Boulevard) north of Old Durham Road. The existing UNC Health Care Medical Office Buildings complex is proposed to be redeveloped and expanded along US 15-501 (Durham-Chapel Hill Boulevard) and Eastowne Drive. The existing Glen Lennox neighborhood is also proposed to be redeveloped along NC 54 (Raleigh Road) and Fordham Boulevard (US 15-501). The site trips that are projected to be generated by the above additional developments were used in the No-Build (2024) analysis.

One (1) background roadway improvement project was identified within the study area. The Elliott Road Extension project plans to construct a fourth leg at the current intersection of Fordham Boulevard (US 15-501) and S Elliott Road. The committed background improvements from this project were included in the future year (2024; 2026; 2028) analyses.

### Level of Service Summary

As reported in the Summary Level of Service (LOS) table on page xviii, all signalized intersections, except for one, continue to operate at an acceptable level of service during both peak hours. The Synchro results indicate that the signalized intersection of E Franklin Street (SR 1010) and Estes Drive (SR 1750) maintains an overall LOS E during the PM peak hour. All stop-controlled approaches continue to operate at acceptable levels of service during both peak hours.

## Trip Generation and Assignment

Trip generation for the updated site plan will be conducted based on the most appropriate corresponding trip generation codes included in the *ITE Trip Generation Manual, 10<sup>th</sup> Edition* and the suggested method of calculation in the NCDOT's "Rate vs. Equation" spreadsheet. A summary of the current and proposed uses is included in Table ES-1 and the trip generation results are shown in Table ES-2, Table ES-3, and Table ES-4. Due to the robust transit service



in the study area, a transit reduction factor of 5% will be applied to the future volumes. To be conservative, no walking or bicycling reductions will be applied. For the purpose of this study, the existing site trips were removed from the study area driveways and network.

As shown in Table ES-2, Phase 1 of the University Place redevelopment is projected to generate up to 18,748 external daily site trips with 830 trips (453 entering, 377 exiting) occurring in the AM peak hour and 2,521 trips (1,338 entering, 1,183 exiting) occurring in the PM peak hour. The proposed site trips generated include the existing land uses that are to remain in the future year scenarios in addition to the square footage associated with the redevelopment.

As shown in Table ES-3, Phase 1 and Phase 2 of the University Place redevelopment (with existing land uses to remain) is projected to generate up to 18,812 external daily site trips with 871 trips (506 entering, 365 exiting) occurring in the AM peak hour and 2,589 trips (1,337 entering, 1,252 exiting) occurring in the PM peak hour. The proposed site trips generated include the existing land uses that are to remain in the future year scenarios in addition to the square footage associated with the redevelopment.

As shown in Table ES-4, the full build-out of the University Place redevelopment (with existing land uses to remain) is projected to generate up to 22,548 external daily site trips with 1,025 trips (646 entering, 379 exiting) occurring in the AM peak hour and 2,959 trips (1,484 entering, 1,475 exiting) occurring in the PM peak hour. The proposed site trips generated trips include the existing land uses that are to remain in the future year scenarios in addition to the square footage associated with the redevelopment.

Table ES-5 was requested as a guide to give the applicant flexibility to swap uses in the future. Using ratios in the upper table allows the applicant to compare rates between uses and the lower three tables provide some example calculations. For example, the developer may remove 1,000 square feet of retail and offset that with approximately three additional multifamily dwelling units or 780 square feet of office and still remain under the AM or PM external peak hour trips calculated in Table ES-4. The lower two tables calculate equivalent rates for 1,000 square feet of general office or ten dwelling units. Note that removal of too much of one use can result in a loss of internal capture reduction, which is not reflected in this table. As a result, this can be used as a guide, however a full trip generation of the entire site should be conducted to ensure that the total trips remain under the total trips contained in Tables ES-4 or earlier phases.

**Table ES-1 Build (2024) Phase 1 Trip Generation Rates (Vehicle Trips)**

Category	Use	Existing	Phase 1	Phase 2	Phase 3
Residential	Multifamily Housing	0 units	255 units	255 units	300 units
Lodging	Hotel	0 rooms	0 rooms	0 rooms	150 rooms
Office	Office	0 sf	0 sf	50,000 sf	150,000 sf
Commercial	Movie Theater	55,929 sf	55,929 sf	55,929 sf	55,929 sf
	General Retail	302,237 sf	225,000 sf	225,000 sf	325,000 sf
	Supermarket	53,371 sf	53,371 sf	53,371 sf	53,371 sf
	Bank	4,578 sf	7,950 sf	7,950 sf	7,950 sf
	Restaurant	0 sf	7,000 sf	7,000 sf	7,000 sf
	Gas Station	8 fueling positions	8 fueling positions	8 fueling positions	8 fueling positions

**Table ES-2 Build (2024) Phase 1 Trip Generation Rates (Vehicle Trips)**

Land Use Code <sup>1</sup>	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips <sup>2</sup>									
221	Multifamily Housing (Mid-Rise)	255 du	1,388	22	64	86	66	43	109
445	Multiplex Movie Theater	55,929 sf		0	0	0	577	418	995
820	General Retail	225,000 sf	10,435	164	100	264	475	515	990
850	Supermarket	53,371 sf	5,699	122	82	204	251	242	493
912	Drive-In Bank	7,950 sf	795	44	32	76	82	81	163
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	3,297	143	138	281	119	110	229
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,643	51	49	100	57	55	112
Development Total			23,257	546	465	1,011	1,627	1,464	3,091
Trip Reduction Due to Internal Capture <sup>3</sup>									
221	Multifamily Housing (Mid-Rise)	255 du	505	1	14	15	44	12	56
445	Multiplex Movie Theater	55,929 sf		0	0	0	44	41	85
820	General Retail	225,000 sf	1,069	9	13	22	48	58	107
850	Supermarket	53,371 sf	574	6	11	17	26	27	53
912	Drive-In Bank	7,950 sf	80	2	4	7	8	9	18
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	1,131	48	20	68	42	65	107
945	Gasoline/Service Station with Convenience Market	8 fueling positions	164	3	7	9	6	6	12
Development Total			3,525	69	69	138	218	219	437
Total External Site Trips									
221	Multifamily Housing (Mid-Rise)	255 du	883	21	50	71	22	31	53
445	Multiplex Movie Theater	55,929 sf		0	0	0	533	377	910
820	General Retail	225,000 sf	9,366	155	87	242	427	457	884
850	Supermarket	53,371 sf	5,125	116	71	187	225	215	440
912	Drive-In Bank	7,950 sf	715	42	28	70	74	72	146
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	2,166	95	118	213	77	45	122
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,479	48	42	90	51	49	100
Development Total			19,734	477	396	873	1,409	1,246	2,655
Total External Site Trips - With Transit Reduction (5%)									
221	Multifamily Housing (Mid-Rise)	255 du	839	20	48	68	21	29	50
445	Multiplex Movie Theater	55,929 sf		0	0	0	506	358	864
820	General Retail	225,000 sf	8,898	147	83	230	406	434	840
850	Supermarket	53,371 sf	4,869	110	67	177	214	204	418
912	Drive-In Bank	7,950 sf	679	40	27	67	70	68	138
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	2,058	90	112	202	73	43	116
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,405	46	40	86	48	47	95
Development Total			18,748	453	377	830	1,338	1,183	2,521
Pass-by Site Trips <sup>4</sup>									
221	Multifamily Housing (Mid-Rise)	255 du		0	0	0	0	0	0
445	Multiplex Movie Theater	55,929 sf		0	0	0	0	0	0
820	General Retail	225,000 sf		0	0	0	143	143	286
850	Supermarket	53,371 sf		0	0	0	75	75	150
912	Drive-In Bank	7,950 sf		10	9	19	24	24	48
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf		49	50	99	29	29	58
945	Gasoline/Service Station with Convenience Market	8 fueling positions		27	26	53	27	26	53
Development Total				86	86	172	298	297	595
Non-Pass-by Site Trips									
221	Multifamily Housing (Mid-Rise)	255 du		20	48	68	21	29	50
445	Multiplex Movie Theater	55,929 sf		0	0	0	506	358	864
820	General Retail	225,000 sf		147	83	230	263	291	554
850	Supermarket	53,371 sf		110	67	177	139	129	268
912	Drive-In Bank	7,950 sf		30	18	48	46	44	90
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf		41	62	103	44	14	58
945	Gasoline/Service Station with Convenience Market	8 fueling positions		19	14	33	21	21	42
Development Total				367	291	658	1,040	886	1,926

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 10th Edition*

2. Total site trips are determined based on the suggested method in the NCDOT Rate Vs Equation Spreadsheet

3. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet

4. Unconstrained pass-by trips are calculated based on *ITE Trip Generation Handbook, 3rd Edition*. The final projections are not expected to exceed 10% of adjacent street volumes.

**Table ES-3 Build (2026) Phase 2 Trip Generation Rates (Vehicle Trips)**

Land Use Code¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips²									
221	Multifamily Housing (Mid-Rise)	255 du	1,388	22	64	86	66	43	109
445	Multiplex Movie Theater	55,929 sf		0	0	0	577	418	995
710	General Office	50,000 sf	542	79	11	90	22	98	120
820	General Retail	225,000 sf	10,435	164	100	264	475	515	990
850	Supermarket	53,371 sf	5,699	122	82	204	251	242	493
912	Drive-In Bank	7,950 sf	795	44	32	76	82	81	163
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	3,297	143	138	281	119	110	229
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,643	51	49	100	57	55	112
Development Total			23,799	625	476	1,101	1,649	1,562	3,211
Trip Reduction Due to Internal Capture³									
221	Multifamily Housing (Mid-Rise)	255 du	534	1	15	16	45	14	59
445	Multiplex Movie Theater	55,929 sf		0	0	0	44	42	86
710	General Office	50,000 sf	124	14	10	24	13	11	24
820	General Retail	225,000 sf	1,164	10	14	24	53	62	116
850	Supermarket	53,371 sf	627	7	12	19	28	29	57
912	Drive-In Bank	7,950 sf	87	3	5	7	9	10	19
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	1,280	55	31	86	43	69	112
945	Gasoline/Service Station with Convenience Market	8 fueling positions	180	3	7	10	6	7	13
Development Total			3,996	93	94	187	242	244	486
Total External Site Trips									
221	Multifamily Housing (Mid-Rise)	255 du	854	21	49	70	21	29	50
445	Multiplex Movie Theater	55,929 sf		0	0	0	533	376	909
710	General Office	50,000 sf	418	65	1	66	9	87	96
820	General Retail	225,000 sf	9,271	154	86	240	422	453	875
850	Supermarket	53,371 sf	5,072	115	70	185	223	213	436
912	Drive-In Bank	7,950 sf	708	41	27	68	73	71	144
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	2,017	88	107	195	76	41	117
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,463	48	42	90	51	48	99
Development Total			19,803	532	382	914	1,408	1,318	2,726
Total External Site Trips - With Transit Reduction (5%)									
221	Multifamily Housing (Mid-Rise)	255 du	811	20	47	67	20	28	48
445	Multiplex Movie Theater	55,929 sf		0	0	0	506	357	863
710	General Office	50,000 sf	397	62	1	63	9	83	92
820	General Retail	225,000 sf	8,807	146	82	228	401	430	831
850	Supermarket	53,371 sf	4,818	109	67	176	212	202	414
912	Drive-In Bank	7,950 sf	673	39	26	65	69	67	136
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	1,916	84	102	186	72	39	111
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,390	46	40	86	48	46	94
Development Total			18,812	506	365	871	1,337	1,252	2,589
Pass-by Site Trips⁴									
221	Multifamily Housing (Mid-Rise)	255 du		0	0	0	0	0	0
445	Multiplex Movie Theater	55,929 sf		0	0	0	0	0	0
710	General Office	50,000 sf		0	0	0	0	0	0
820	General Retail	225,000 sf		0	0	0	141	142	283
850	Supermarket	53,371 sf		0	0	0	75	74	149
912	Drive-In Bank	7,950 sf		9	10	19	24	24	48
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf		46	45	91	28	28	56
945	Gasoline/Service Station with Convenience Market	8 fueling positions		27	26	53	26	27	53
Development Total				82	81	163	294	293	587
Non-Pass-by Site Trips									
221	Multifamily Housing (Mid-Rise)	255 du		20	47	67	20	28	48
445	Multiplex Movie Theater	55,929 sf		0	0	0	506	357	863
710	General Office	50,000 sf		62	1	63	9	83	92
820	General Retail	225,000 sf		146	82	228	260	288	548
850	Supermarket	53,371 sf		109	67	176	137	128	265
912	Drive-In Bank	7,950 sf		30	16	46	45	43	88
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf		38	57	95	44	12	56
945	Gasoline/Service Station with Convenience Market	8 fueling positions		19	14	33	22	19	41
Development Total				424	284	708	1,043	959	2,002

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 10th Edition*

2. Total site trips are determined based on the suggested method in the NCDOT Rate Vs Equation Spreadsheet

3. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet

4. Unconstrained pass-by trips are calculated based on *ITE Trip Generation Handbook, 3rd Edition*. The final projections are not expected to exceed 10% of adjacent street volumes.

**Table ES-4 Build (2028) Phase 3 Trip Generation Rates (Vehicle Trips)**

Land Use Code¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips²									
221	Multifamily Housing (Mid-Rise)	300 du	1,633	26	74	100	77	50	127
310	Hotel	150 rooms	1,267	41	29	70	44	42	86
445	Multiplex Movie Theater	55,929 sf		0	0	0	577	418	995
710	General Office	150,000 sf	1,572	209	28	237	41	189	230
820	General Retail	325,000 sf	13,400	195	119	314	624	676	1,300
850	Supermarket	53,371 sf	5,699	122	82	204	251	242	493
912	Drive-In Bank	7,950 sf	795	44	32	76	82	81	163
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	3,297	143	138	281	119	110	229
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,643	51	49	100	57	55	112
Development Total			29,306	831	551	1,382	1,872	1,863	3,735
Trip Reduction Due to Internal Capture³									
221	Multifamily Housing (Mid-Rise)	300 du	640	1	18	19	53	17	70
310	Hotel	150 rooms	365	2	13	15	17	13	30
445	Multiplex Movie Theater	55,929 sf		0	0	0	51	50	101
710	General Office	150,000 sf	377	45	26	71	21	20	41
820	General Retail	325,000 sf	1,598	15	19	35	73	85	158
850	Supermarket	53,371 sf	676	9	13	23	29	30	60
912	Drive-In Bank	7,950 sf	94	3	5	9	10	10	20
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	1,623	72	51	123	50	78	128
945	Gasoline/Service Station with Convenience Market	8 fueling positions	198	4	8	12	7	7	14
Development Total			5,571	152	154	306	311	310	621
Total External Site Trips									
221	Multifamily Housing (Mid-Rise)	300 du	993	25	56	81	24	33	57
310	Hotel	150 rooms	902	39	16	55	27	29	56
445	Multiplex Movie Theater	55,929 sf		0	0	0	526	368	894
710	General Office	150,000 sf	1,195	164	2	166	20	169	189
820	General Retail	325,000 sf	11,802	180	100	280	551	591	1,142
850	Supermarket	53,371 sf	5,023	113	69	182	222	212	434
912	Drive-In Bank	7,950 sf	701	41	27	68	72	71	143
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	1,674	71	87	158	69	32	101
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,445	47	41	88	50	48	98
Development Total			23,735	680	398	1,078	1,561	1,553	3,114
Total External Site Trips - With Transit Reduction (5%)									
221	Multifamily Housing (Mid-Rise)	300 du	943	24	53	77	23	31	54
310	Hotel	150 rooms	857	37	15	52	26	28	54
445	Multiplex Movie Theater	55,929 sf		0	0	0	500	350	850
710	General Office	150,000 sf	1,135	156	2	158	19	161	180
820	General Retail	325,000 sf	11,212	171	95	266	523	561	1,084
850	Supermarket	53,371 sf	4,772	107	66	173	211	201	412
912	Drive-In Bank	7,950 sf	666	39	26	65	68	67	135
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf	1,590	67	83	150	66	30	96
945	Gasoline/Service Station with Convenience Market	8 fueling positions	1,373	45	39	84	48	46	94
Development Total			22,548	646	379	1,025	1,484	1,475	2,959
Pass-by Site Trips⁴									
221	Multifamily Housing (Mid-Rise)	300 du		0	0	0	0	0	0
310	Hotel	150 rooms		0	0	0	0	0	0
445	Multiplex Movie Theater	55,929 sf		0	0	0	0	0	0
710	General Office	150,000 sf		0	0	0	0	0	0
820	General Retail	325,000 sf		0	0	0	184	184	368
850	Supermarket	53,371 sf		0	0	0	74	74	148
912	Drive-In Bank	7,950 sf		9	10	19	24	24	48
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf		37	37	74	24	24	48
945	Gasoline/Service Station with Convenience Market	8 fueling positions		26	26	52	26	26	52
Development Total				72	72	144	332	332	664
Non-Pass-by Site Trips									
221	Multifamily Housing (Mid-Rise)	300 du		24	53	77	23	31	54
310	Hotel	150 rooms		37	15	52	26	28	54
445	Multiplex Movie Theater	55,929 sf		0	0	0	500	350	850
710	General Office	150,000 sf		156	2	158	19	161	180
820	General Retail	325,000 sf		171	95	266	339	377	716
850	Supermarket	53,371 sf		107	66	173	137	127	264
912	Drive-In Bank	7,950 sf		30	16	46	44	43	87
934	Fast-Food Restaurant with Drive-Through Window	7,000 sf		30	47	77	42	6	48
945	Gasoline/Service Station with Convenience Market	8 fueling positions		19	13	32	22	20	42
Development Total				574	307	881	1,152	1,143	2,295

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 10th Edition*
2. Total site trips are determined based on the suggested method in the NCDOT Rate Vs Equation Spreadsheet
3. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet
4. Unconstrained pass-by trips are calculated based on *ITE Trip Generation Handbook, 3rd Edition*. The final projections are not expected to exceed 10% of adjacent street volumes.

**Table ES-5 Land Use Trip Generation Comparison Matrix****External Trip Comparison Ratios Per Use (Maximum Build-Out)**

ITE Code	Use	Daily	AM	PM
221	Multifamily Housing (unit)	3.14	0.26	0.18
310	Hotel (rooms)	5.71	0.35	0.36
445	Movie Theater (1,000 sf)	-	-	15.20
710	Office (1,000 sf)	7.57	1.05	1.20
820	Retail (1,000 sf)	34.50	0.82	3.34
850	Supermarket (1,000 sf)	89.41	3.24	7.72
912	Drive-In Bank (1,000 sf)	83.77	8.18	16.98
934	Fast-Food (1,000 sf)	227.14	21.43	13.71
945	Gas Station (fueling position)	171.63	10.50	11.75

**Equivalency Table for 1,000 sf General Square Feet of General Retail**

ITE Code	Use	Daily	AM	PM	Minimum (Rounded)
221	Multifamily Housing (unit)	11	3	19	3 du
310	Hotel (rooms)	6	2	9	2 rooms
445	Movie Theater (sf)	-	-	219	220 sf
710	Office (sf)	4559	777	2779	780 sf
820	Retail (sf)	1000	1000	1000	1000 sf
850	Supermarket (sf)	386	252	432	250 sf
912	Drive-In Bank (sf)	412	100	196	100 sf
934	Fast-Food (sf)	152	38	243	40 sf
945	Gas Station (fueling Positions)	0	0	0	0 pumps

**Equivalency Table for 1,000 sf General Square Feet of General Office**

ITE Code	Use	Daily	AM	PM	Minimum (Rounded)
221	Multifamily Housing (unit)	2	4	7	4 du
310	Hotel (rooms)	1	3	3	3 rooms
445	Movie Theater (sf)	-	-	79	80 sf
710	Office (sf)	1000	1000	1000	1000 sf
820	Retail (sf)	219	1287	360	360 sf
850	Supermarket (sf)	85	325	155	160 sf
912	Drive-In Bank (sf)	90	129	71	70 sf
934	Fast-Food (sf)	33	49	88	50 sf
945	Gas Station (fueling Positions)	0	0	0	0 pumps

**Equivalency Table for 10 Multifamily Dwelling Units**

ITE Code	Use	Daily	AM	PM	Minimum (Rounded)
221	Multifamily Housing (unit)	10	10	10	10 du
310	Hotel (rooms)	6	7	5	5 rooms
445	Movie Theater (sf)	-	-	118	120 sf
710	Office (sf)	42	2437	1500	1500 sf
820	Retail (sf)	9	3136	540	540 sf
850	Supermarket (sf)	4	792	233	230 sf
912	Drive-In Bank (sf)	4	314	106	110 sf
934	Fast-Food (sf)	1	120	131	120 sf
945	Gas Station (fueling Positions)	0	0	0	0 pumps



## Build (2024) Conditions

The volumes associated with the No-Build (2024) scenario were utilized, and the generated site trips were distributed through the network based on existing turning movement counts and current land uses to calculate the volumes for the Build (2024) scenario.

### Level of Service Summary

Based on the Build (2024) analysis shown on page xviii, three (3) signalized study intersections experience poor operations during the PM peak hours. The signalized intersection of Fordham Boulevard (US 15-501) at Willow Drive operates at a LOS D; however, has significant eastbound left-turn queuing. Fordham Boulevard (US 15-501) at Ephesus Church Road (SR 1742) operates at LOS E during the PM peak hour. The signalized intersection of E Franklin Street (SR 1010) at Estes Drive (SR 1750) also maintains a LOS E during the PM peak hour. Additionally, the eastbound stop-controlled approach along Site Access #1 at Fordham Boulevard (US 15-501) operates at LOS E during the PM peak hour.

## No-Build (2026) Conditions

### Background Growth

As conducted in the No-Build (2024) scenario, the annual growth rate of one percent (1%) was applied along Fordham Boulevard (US 15-501) and a rate of one quarter of a percent (0.25%) was applied along all other study area roadways to account for growth between the base year (2019) and the completion of Phase 2 (2026). No additional background developments were identified to be included in the No-Build (2026) scenario. Background development site trips that were utilized in the No-Build (2024) analysis were also used in the No-Build (2026) scenario.

The committed roadway improvements from the S Elliott Road Extension project that were analyzed in the No-Build (2024) scenario were also analyzed in the No-Build (2026) scenario.

### Level of Service Summary

As reported in the Summary Level of Service (LOS) table on page xviii, two (2) signalized intersections operate at an unacceptable level of service during the PM peak hour. The signalized intersection of Franklin Street (SR 1010) and Estes Drive (SR 1750) maintains an overall LOS E during the PM peak hour. The signalized intersection of Fordham Boulevard (US 15-501) at Ephesus Church Road (SR 1742) operates at LOS E during the PM peak hour. All stop-controlled approaches continue to operate at acceptable levels of service during both peak hours.

## Build (2026) Conditions

The volumes associated with the No-Build (2026) scenario were utilized and the generated site trips were distributed through the network based on existing turning movement counts and current land uses to calculate the volumes for the Build (2026) scenario.

### **Level of Service Summary**

Based on the Build (2026) analysis shown on page xviii, three (3) signalized study intersections experience poor operations during the PM peak hours. The signalized intersection of Fordham Boulevard (US 15-501) at Willow Drive operates at a LOS D; however, has significant eastbound left-turn queuing. Fordham Boulevard (US 15-501) at Ephesus Church Road (SR 1742) operates at LOS E during the PM peak hour. The signalized intersection of Franklin Street (SR 1010) at Estes Drive (SR 1750) also maintains a LOS E during the PM peak hour. Additionally, the eastbound stop-controlled approach along Site Access #1 at Fordham Boulevard (US 15-501) operates at LOS F during the PM peak hour.

## **No-Build (2028) Conditions**

### **Background Growth**

As conducted in the No-Build (2026) scenario, the annual growth rate of one percent (1%) was applied along Fordham Boulevard (US 15-501) and a rate of one quarter of a percent (0.25%) was applied along all other study area roadways to account for growth between the base year (2019) and the full build-out year (2028). The third phase of the Glen Lennox redevelopment is scheduled to be completed in 2028, and the site trips associated with that phase were included in the No-Build (2028) analysis. Background development site trips that were utilized in the No-Build (2026) analysis were also used in the No-Build (2028) scenario.

The committed roadway improvements from the S Elliott Road Extension project that were analyzed in the No-Build (2026) scenario were also analyzed in the No-Build (2028) scenario.

### **Level of Service Summary**

As reported in the Summary Level of Service (LOS) table on page xviii, two (2) signalized intersections operate at an unacceptable level of service during the PM peak hour. The signalized intersection of E Franklin Street (SR 1010) and Estes Drive (SR 1750) maintains an overall LOS E during the PM peak hour, and the signalized intersection of Fordham Boulevard (US 15-501) at Ephesus Church Road (SR 1742) operates at LOS E during the PM peak hour. All stop-controlled approaches continue to operate at acceptable levels of service during both peak hours.

## **Build (2028) Conditions**

The volumes associated with the No-Build (2028) scenario were utilized and the generated site trips were distributed through the network based on existing turning movement counts and current land uses to calculate the volumes for the Build (2028) scenario.

### **Level of Service Summary**

Based on the Build (2026) analysis shown on page xviii, four (4) signalized study intersections experience poor operations during the PM peak hours. The signalized intersections of Fordham Boulevard (US 15-501) at Willow Drive and Fordham Boulevard (US 15-501) at S Estes

Drive operate at a LOS E during the PM peak hour. The intersections of Fordham Boulevard (US 15-501) at Ephesus Church Road (SR 1742) and Franklin Street (SR 1010) at Estes Drive (SR 1750) degrade to LOS F during the PM peak hour. Additionally, the eastbound stop-controlled approach along Site Access #1 at Fordham Boulevard (US 15-501) operates at LOS F during the PM peak hour.

## Roadway Improvement Recommendations

The proposed redevelopment is expected to impact operations at multiple study intersections under Build (2024), Build (2026), and Build (2028) conditions. The project study area includes several intersections that have current operational deficiencies or projected future deficiencies based on background growth or approved developments. Multiple improvements were identified but are not directly adjacent to the site and are not caused solely by the University Place redevelopment. As a result, these improvements are not considered to be the responsibility of the applicant.

### E Franklin Street (SR 1010) at Estes Drive (SR 1750) (signalized)

The signalized intersection is projected to operate at LOS E during the PM peak hour under existing conditions. Additional degradation of operations is expected with background growth, additional approved development trips, as well as site generated trips. Since poor operations exist already, this is not a requirement of the applicant, however, is an improvement that has been identified to help improve operations at this location:

- › Construct an exclusive southbound right-turn lane with at least 350 feet of storage and appropriate taper.

### Fordham Boulevard (US 15-501) at Ephesus Church Road (SR 1742) (signalized)

The signalized intersection is projected to operate at LOS E during the PM peak hour under Build (2024) and Build (2026) conditions, this is not a requirement of the applicant, however, is an improvement that has been identified to help improve operations at this location:

- › Construct an exclusive eastbound right-turn lane with at least 100 feet of storage and appropriate taper.

The following offsite roadway improvements have been identified due to direct impacts from the increase in site traffic from the proposed redevelopment and should be implemented with the construction of Phase 1:

### Fordham Boulevard (US 15-501) at S Estes Drive (SR 1750) (signalized)

The signalized intersection is projected to operate at LOS D during the PM peak hour under Build (2024) and Build (2026) conditions, but site adds a considerable volume to the northbound left-turn, which creates 95<sup>th</sup> percentile PM peak hour queues of approximately 650 feet, which exceeds the existing available storage. Therefore, the following lane geometric improvements are recommended:

- › Extend the storage of both turn lanes to at least 700 feet of full width storage with appropriate taper.

*Fordham Boulevard (US 15-501) at Willow Drive (signalized)*

The signalized intersection is projected to operate at LOS D during the PM peak hour under Build (2024) and Build (2026) conditions, but site adds a considerable volume to the eastbound left-turn, which creates 95<sup>th</sup> percentile PM peak hour queues of over 750 feet, which more than doubles the existing available storage. Therefore, the following lane geometric improvements are recommended:

- › Construct a second exclusive eastbound left-turn and extend the storage of both turn lanes to at least 450 feet with appropriate taper.

*Fordham Boulevard (US 15-501) at Site Access #1*

The stop-controlled driveway is projected to operate at LOS E during the PM peak hour under Build (2024) and LOS F during the PM peak hour under Build (2026) conditions. The following intersection configuration is recommended:

- › Provide one ingress lane and one egress lane along the driveway.
- › Provide a high visibility painted crosswalk across the eastbound driveway approach.

*S Estes Drive (SR 1750) at Site Access #2*

The stop-controlled driveway is projected to operate at LOS D during the PM peak hour under Build (2024) and Build (2026) conditions. The eastbound queueing from the Fordham Boulevard (US 15-501) at Estes Drive (SR 1750) intersection is expected to spill back to this driveway during both peaks, which increase potential for left-turning crashes. With internal connections in place, left-turning vehicles can divert to Site Access #3 or Site Access #4 to make the left-turning ingress or egress movements and have better spacing from Fordham Boulevard (US 15-501). In addition, there is high right-turn volume that can impede vehicles along Estes Drive, particularly when there is a platoon of vehicles turning left onto Estes Drive from Fordham Boulevard. The separated right-turn lane helps minimize conflicts and improve efficiency for the westbound Estes Drive. The following intersection configuration is recommended:

- › Provide one ingress lane and one egress lane along the driveway.
- › Reconfigure the driveway to right-in/right-out only access.
- › Construct an exclusive westbound right-turn lane with at least 100 feet of full storage with appropriate taper.
- › Provide a high visibility painted crosswalk across the southbound driveway approach.

*S Estes Drive (SR 1750) at Site Access #3*

The stop-controlled driveway is projected to operate at LOS B during the AM peak hour and LOS D during the PM peak hour under Build (2024) and Build (2026) conditions. There is high right-turn volume that can impede vehicles along Estes Drive and the separated right-turn lane helps minimize conflicts and improve efficiency for the westbound Estes Drive. Due to the limited space between Site Access #3 and Site Access #2 The following intersection configuration is recommended:

- › Provide two ingress lanes and two egress lanes along the driveway.

- › Construct an exclusive westbound right-turn lane with continuous storage back to Site Access #2.
- › Provide a high visibility painted crosswalk across the southbound driveway approach.

*S Estes Drive (SR 1750) at Brookwood Apartments Driveway/Site Access #4*

The stop-controlled driveway is projected to operate at LOS B during the AM peak hour and LOS D during the PM peak hour under Build (2024) and Build (2026) conditions. The following driveway configuration is recommended:

- › Provide one or two ingress lanes and two egress lanes along the driveway.
- › Monitor for possible future signalization.

*S Estes Drive (SR 1750) at Site Access #5*

The stop-controlled driveway is projected to operate at LOS B during both peak hours under Build (2024) and Build (2026) conditions. The westbound queueing from the Estes Drive (SR 1750) at Willow Drive intersection is expected to spill back to this driveway during the PM peak, which increases potential for left-turning crashes. With internal connections in place, left-turning vehicles can divert to Site Access #6 or Site Access #4 to make the left-turning ingress or egress movements and have better spacing from the adjacent intersection. The following driveway configuration is recommended:

- › Provide one ingress lane and one egress lane along the driveway.
- › Reconfigure the driveway to right-in/right-out only access.
- › Provide a high visibility painted crosswalk across the southbound driveway approach.

*Willow Drive at Site Access #6*

The stop-controlled westbound driveway is projected to operate at LOS B during the AM peak hour and LOS C during the PM peak hour under Build (2024) and Build (2026) conditions. The following driveway configuration is recommended:

- › Provide one ingress lane and one egress lane along the driveway.
- › Provide a high visibility painted crosswalk across the westbound driveway approach.

*Willow Drive at Site Access #7*

The stop-controlled westbound driveway is projected to operate at LOS B during both peak hours under Build (2024) and Build (2026) conditions. The following driveway configuration is recommended:

- › Provide one ingress lane and two egress lanes along the driveway. The egress lanes should consist of a through/left-turn lane and an exclusive right-turn lane.
- › Provide a high visibility painted crosswalk across the westbound driveway approach.



*Willow Drive at Conner Drive/Future Site Access*

The stop-controlled southbound approach along Conner Drive is projected to operate at LOS D during the PM peak hour under Build (2024) and Build (2026) conditions. The following intersection configuration is recommended:

- › Provide single-lane stop-controlled approaches along Conner Drive and the future Site Access driveway.
- › Provide one ingress lane and two egress lanes along the driveway
- › Provide a high-visibility painted crosswalk across the two stop-controlled approaches.

*Willow Drive at Site Access #8*

The stop-controlled driveway is projected to operate at LOS B during both peak hours under Build (2024) and Build (2026) conditions. The following driveway configuration is recommended:

- › Provide one ingress lane and two egress lanes along the driveway.
- › Provide a high visibility painted crosswalk across the northbound driveway approach.

*Willow Drive at Site Access #9*

The stop-controlled driveway is projected to operate at LOS A during the AM peak hour and LOS B during the PM peak hour under Build (2024) and Build (2026) conditions. However, queues along the eastbound approach at the intersection of Fordham Boulevard (US 15-501) and Willow Drive are expected to back up through the site access driveway. In addition, the proposed eastbound left-turn lanes at the Fordham Boulevard (US 15-501) and Willow Drive intersection will extend past this driveway. Therefore, the following intersection configuration is recommended:

- › Provide one ingress lane and one egress lane along the driveway.
- › Reconfigure the driveway to right-in/right-out only access.
- › Provide a high visibility painted crosswalk across the northbound driveway approach.

No additional offsite improvements are recommended with the construction of Phase 2. The increase in site traffic from Phase 3 will require the implementation of these additional offsite roadway improvements.

*Fordham Boulevard (US 15-501) at Estes Drive (SR 1750) (signalized)*

The signalized intersection is projected to operate at LOS D during the PM peak hour under Build (2028) conditions, but Phase 3 of the site will add additionally northbound left-turning traffic to the intersection. Queuing from this increase in traffic is expected to exceed the available storage provided in Phase 1. Therefore, the following lane geometric improvements are recommended:

- › Extend the storage of both turn lanes to at least 850 feet of full width storage with appropriate taper.

- › Converting the Fordham Boulevard at Estes Drive intersection to a Reduced Conflict Intersection (RCI) design may be considered as an alternative improvement at this location. This would result in substantially improved operations at the intersection, however, would require further evaluation to determine the upstream and downstream signalized U-turn configurations and locations along Fordham Boulevard, likely at Access #1 to the north and Cleland Drive to the south.

*S Estes Drive (SR 1750) at Brookwood Apartments Driveway/Site Access #4*

The stop-controlled driveway is projected to operate at LOS E during the PM peak hour under Build (2028) conditions, worsening to a LOS F with re-routed trips included. The following additional improvement is recommended to make the ingress more efficient and reduce delay for the egress movement:

- › Construct an exclusive westbound right-turn lane with at least 100 feet of storage and appropriate taper.

*Fordham Boulevard (US 15-501) at Site Access #1*

The following intersection configuration may be considered as an alternative improvement at this location:

- › Accommodating a signalized left-turn ingress with exclusive left-turn lane at this location may be considered as an alternative improvement in conjunction with the conversion of the Fordham Boulevard at Estes Drive intersection to a Reduced Conflict Intersection (RCI) design.

Due to restricting access to right-in/right-out only at several development driveways, some intersection levels of service degrade after the improvements are in place as a result of the associated volume reroutes. However, the impacts to the level of service and delay at the intersections are minor and the restrictions will reduce conflict points along the network roadways within the study area. Also note that the Build without improvements levels of service do not reflect improvements from previous phases such as turn lanes and driveway access restrictions.

The recommended offsite roadway improvements for each Phase of the development are outlined in Table ES-6. The level of service summaries for the Build (2024), Build (2026), and Build (2028) scenarios with all network improvements in place can be found in Table ES-7.

**Table ES-6 Summary of Offsite Roadway Improvements and Trip Thresholds Per Phase**

<b>Phase (Year)</b>	<b>Total AM External Trips</b>	<b>Total PM External Trips</b>	<b>Required Roadway Requirements</b>
Phase 1 (2024)	830 trips	2,521 trips	<ul style="list-style-type: none"> <li>• 450 ft dual EB left-turn lanes at Fordham Blvd/Willow Drive</li> <li>• 700 ft dual NB left-turn lanes at Fordham Blvd/Estes Drive</li> <li>• 100 ft WB right-turn lane at Site Access #2</li> <li>• Continuous WB right-turn lane at Site Access #3</li> <li>• Right-in, right-out restrictions at Accesses #2, #5, and #9</li> </ul>
Phase 2 (2026)	871 trips	2,589 trips	<ul style="list-style-type: none"> <li>• None</li> </ul>
Phase 3 (2028)	1,025 trips	2,959 trips	<ul style="list-style-type: none"> <li>• 850 ft dual NB left-turn lanes at Fordham Blvd/Estes Drive</li> <li>• 100 ft WB right-turn lane at Site Access #4</li> </ul>

## Table ES-7

Intersection and Approach	Traffic Control	Existing (2019)		No-Build (2024)		Build (2024) Phase 1		Build (2024) Phase 1 with Improvements		No-Build (2026)		Build (2026) Phase 2		Build (2026) Phase 2 with Improvements		No-Build (2028)		Build (2028) - Phase 3		Build (2028) Phase 3 with Improvements	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Fordham Boulevard (US 15-501) at Estes Drive (SR 1750)	Signalized	C (24.6)	C (31.4)	C (28.5)	D (35.7)	C (28.7)	D (48.2)	C (24.3)	D (42.2)	C (29.0)	D (36.3)	C (29.6)	D (51.3)	C (24.9)	D (43.6)	C (29.8)	D (37.8)	C (32.1)	E (61.9)	C (26.7)	D (52.6)
Eastbound		E-65.8	E-58.0	E-65.1	E-56.3	E-65.6	D-52.0	E-74.4	E-67.0	E-65.0	E-56.5	E-64.6	D-52.2	E-73.4	E-66.8	E-64.7	E-56.3	E-62.5	D-54.0	E-73.2	E-70.0
Westbound		F-91.5	F-92.7	F-91.5	F-92.7	F-91.5	F-92.7	F-94.0	F-96.8	F-91.5	F-92.7	F-91.5	F-92.7	F-94.0	F-96.8	F-91.5	F-92.7	F-91.5	F-92.7	F-94.0	F-96.8
Northbound		C-24.0	C-30.1	C-25.1	C-33.0	C-25.0	D-37.1	C-24.3	D-37.2	C-25.3	C-33.4	C-25.6	D-37.2	C-26.2	D-37.3	C-25.9	C-33.9	C-27.4	D-43.4	C-26.4	D-40.1
Southbound		B-15.0	C-23.6	C-23.8	C-32.6	C-24.3	E-61.8	B-13.0	D-40.7	C-24.8	C-33.8	C-26.2	E-70.0	B-12.7	D-44.2	C-26.1	D-37.1	C-30.5	F-89.2	B-16.9	E-63.3
Fordham Boulevard (US 15-501) at Willow Drive	Signalized	B (11.5)	C (25.2)	B (13.9)	C (28.5)	B (15.6)	D (41.9)	B (16.5)	C (30.3)	B (14.1)	C (29.3)	B (15.8)	D (46.2)	B (16.6)	C (31.3)	B (14.5)	C (30.9)	B (16.8)	E (62.2)	B (18.4)	D (38.8)
Eastbound		E-72.2	E-71.6	E-73.0	E-72.3	E-75.9	F-152.3	F-88.5	F-84.7	E-73.1	E-72.3	E-75.5	F-172.8	F-88.4	F-86.6	E-73.1	E-72.6	E-76.4	F-242.8	F-88.2	F-87.6
Westbound		F-83.0	F-81.6	F-81.7	F-80.6	F-81.6	F-83.1	F-83.2	F-93.3	F-81.7	F-80.4	F-81.6	F-82.8	F-83.4	F-96.9	F-81.7	F-80.5	F-81.7	F-83.3	F-83.3	F-105.6
Northbound		A-6.0	B-17.1	A-7.8	C-24.8	A-8.7	C-25.8	A-9.4	C-23.8	A-8.1	C-26.3	A-9.1	C-27.0	A-9.3	C-24.3	A-8.6	C-28.9	A-9.8	C-29.3	B-11.3	C-29.0
Southbound		A-6.0	B-18.2	B-10.3	C-20.4	B-11.5	C-23.5	B-11.7	B-17.6	B-10.6	C-20.8	B-11.9	C-25.3	B-12.1	B-18.2	B-11.2	C-22.0	B-13.3	C-34.3	B-14.0	C-28.8
Fordham Boulevard (US 15-501) at Elliott Rd	Signalized	A (7.6)	B (18.1)	B (15.4)	C (29.4)	B (15.9)	C (32.2)	B (16.5)	C (33.7)	B (15.8)	C (29.9)	B (16.4)	C (32.8)	B (17.0)	C (34.0)	B (16.0)	C (30.8)	B (17.3)	D (39.8)	B (18.8)	D (39.3)
Eastbound		F-84.3	E-75.6	F-86.1	F-97.5	F-85.3	F-93.7	F-85.9	F-97.9	F-86.2	F-97.4	F-85.6	F-93.3	F-85.6	F-97.6	F-85.7	F-97.7	F-85.4	F-92.9	F-84.6	F-98.8
Westbound		---	---	F-92.2	F-94.4	F-93.8	F-100.3	F-93.8	F-103.5	F-92.2	F-94.4	F-94.0	F-100.3	F-93.6	F-103.5	F-92.2	F-94.4	F-94.7	F-100.9	F-94.3	F-107.8
Northbound		A-3.7	B-10.0	A-9.0	B-12.4	A-9.3	B-12.6	B-10.1	B-14.6	A-9.3	B-12.8	A-9.7	B-12.2	B-10.5	B-14.6	A-9.7	B-13.1	A-9.9	B-12.6	B-10.8	B-14.9
Southbound		A-3.9	B-13.9	A-8.7	C-29.7	A-9.0	D-36.2	A-9.5	D-36.4	A-9.3	C-30.7	A-9.8	D-38.7	B-10.2	D-37.6	A-9.8	C-32.7	B-11.8	E-56.3	B-14.0	D-50.6
Fordham Boulevard (US 15-501) at Ephesus Church Rd (SR 1742)	Signalized	C (33.7)	D (45.7)	D (40.5)	D (54.4)	D (40.5)	E (62.5)	D (39.0)	E (55.2)	D (41.2)	E (56.2)	D (41.5)	E (66.9)	D (39.7)	E (56.6)	D (42.2)	E (60.0)	D (43.8)	F (81.2)	D (41.0)	E (61.8)
Eastbound		F-91.6	F-98.9	F-90.6	F-94.3	F-90.8	F-94.1	F-82.5	F-87.1	F-90.9	F-94.4	F-91.3	F-94.3	F-82.4	F-90.5	F-91.2	F-94.9	F-92.3	F-94.6	F-82.0	F-90.6
Westbound		E-79.1	E-79.8	F-91.5	F-87.0	F-91.5	F-84.6	F-99.7	F-104.1	F-91.4	F-86.1	F-91.4	F-84.2	F-99.0	F-105.9	F-91.4	F-85.6	F-91.2	F-83.2	F-104.0	F-117.3
Northbound		B-16.4	C-27.6	B-18.9	D-40.8	B-19.4	D-49.5	B-19.9	D-44.9	B-19.5	D-43.2	B-19.8	E-55.7	C-20.2	D-46.3	C-20.3	D-47.7	C-20.9	E-73.8	C-20.8	D-52.4
Southbound		C-33.8	D-43.9	D-43.6	D-53.6	D-43.4	E-65.4	D-38.4	D-48.5	D-44.9	E-55.8	D-45.3	E-70.2	D-40.0	D-49.6	D-46.6	E-60.7	D-49.6	F-86.5	D-41.6	D-53.6
Franklin Street at Estes Drive (SR 1750)	Signalized	D (48.0)	E (57.1)	D (49.9)	E (65.6)	D (50.7)	E (70.4)	D (45.3)	E (62.8)	D (50.1)	E (66.1)	D (50.9)	E (72.7)	D (45.4)	E (60.2)	D (50.5)	E (67.4)	D (51.8)	F (81.2)	D (46.3)	E (66.5)
Eastbound		E-60.1	E-66.4	E-61.6	E-69.7	E-61.6	E-77.7	D-50.6	E-73.8	E-62.0	E-69.9	E-62.0	E-77.9	D-50.9	E-73.3	E-62.1	E-71.2	E-63.0	F-84.8	D-51.6	F-80.2
Westbound		D-51.6	E-58.6	D-53.0	E-76.3	D-54.1	F-86.7	D-53.0	E-71.0	D-53.2	E-77.7	D-54.0	F-96.1	D-52.8	E-70.5	D-53.6	F-82.5	D-54.4	F-123.5	D-54.7	E-78.9
Northbound		D-39.9	D-54.9	D-41.7	E-58.6	D-42.6	E-61.3	D-45.1	E-60.2	D-41.8	E-58.9	D-42.7	E-61.4	D-45.2	E-62.3	D-42.4	E-58.9	D-43.7	E-63.0	D-45.8	E-69.8
Southbound		D-41.7	D-52.1	D-43.9	E-61.4	D-44.9	E-61.9	D-36.6	D-51.5	D-44.1	E-61.6	D-45.0	E-62.0	D-36.7	D-41.6	D-44.6	E-61.5	D-46.0	E-62.2	D-37.2	D-44.0
Estes Drive (SR 1750) at Shepherd Lane/Willow Drive	Signalized	B (13.4)	B (19.6)	B (13.2)	B (19.0)	B (12.9)	B (17.5)	B (12.8)	B (17.8)	B (13.2)	B (19.1)	B (12.9)	B (17.7)	B (12.7)	B (18.1)	B (13.2)	B (19.0)	B (13.2)	B (17.8)	B (12.8)	B (18.0)
Eastbound		B-10.4	B-19.2	B-10.2	B-17.5	A-9.4	B-14.9	A-9.3	B-15.6	B-10.2	B-17.5	A-9.7	B-14.9	A-9.3	B-16.0	B-10.3	B-17.3	B-10.6	B-14.6	A-9.9	B-14.9
Westbound		A-8.3	B-16.6	A-8.5	B-17.8	A-8.3	B-16.7	A-8.3	B-16.7	A-8.5	B-18.0	A-8.5	B-16.9	A-8.5	B-16.9	A-8.5	B-18.2	A-8.9	B-18.3	A-8.9	B-18.3
Northbound		C-27.4	C-28.2	C-27.2	C-27.5	C-27.2	C-29.3	C-27.2	C-29.3	C-27.2	C-27.5	C-27.2	C-29.2	C-27.2	C-29.2	C-27.2	C-27.5	C-27.2	C-29.2	C-27.2	C-29.2
Southbound		C-23.7	C-22.4	C-23.8	C-22.0	C-24.4	C-21.9	C-24.4	C-22.0	C-23.9	C-21.8	C-24.0	C-22.2	C-24.0	C-22.2	C-23.9	C-21.8	C-23.4	C-21.8	C-23.4	C-21.8
Willow Drive at Conner Drive/Future Site Access	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Northbound		---	---	---	---	B-11.5	C-16.8	B-11.5	C-16.9	---	---	B-11.6	C-17.2	B-11.5	C-17.3	---	---	B-12.0	C-20.3	B-12.1	C-20.3
Southbound		B-10.7	B-14.6	B-11.2	C-15.4	B-12.8	D-31.6	B-12.8	D-32.0	B-11.2	C-15.5	B-12.9	D-34.0	B-12.9	D-34.5	B-11.2	C-15.7	B-13.6	E-47.6	B-13.6	E-47.6
Fordham Boulevard (US 15-501) at Site Access #1	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Eastbound	C-17.0	C-18.6	C-22.7	D-25.1	D-26.8	E-48.9	D-26.8	E-48.9	C-23.4	D-26.1	D-27.3	F-56.9	D-27.5	F-56.9	C-24.1	D-27.8	D-28.5	F-94.9	D-28.7	F-94.9	
Estes Drive (SR 1750) at Site Access #2	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Southbound	B-13.4	C-16.5	B-14.2	C-18.5	B-13.0	D-31.5	A-9.6	B-11.1	B-14.3	C-18.5	B-13.2	D-33.7	A-9.6	B-11.1	B-14.5	C-18.9	B-14.2	F-51.1	A-9.8	B-11.4	
Estes Drive (SR 1750) at Site Access #3	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Southbound	B-12.2	C-15.8	B-12.9	C-17.9	B-13.0	D-29.5	B-12.6	C-23.9	B-12.9	C-18.0	B-13.4	D-30.6	B-12.9	C-24.8	B-13.0	C-18.2	B-14.1	E-44.4	B-13.3	D-32.7	
Estes Drive (SR 1750) at Site Access #4/ Brookwood Condos	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Northbound		B-10.8	B-11.2	B-11.5	B-11.8	B-11.8	B-12.5	B-11.9	B-13.0	B-11.5	B-11.8	B-11.9	B-12.6	B-12.1	B-13.1	B-11.6	B-11.9	B-12.3	B-13.2	B-12.6	B-13.7
Southbound		A-9.6	B-13.9	A-9.9	C-15.3	B-13.2	D-26.4	C-15.7	F-131.9	A-9.9	C-15.5	B-13.3	D-27.7	C-15.9	F-152.6	B-10.0	C-15.6	B-14.0	E-37.6	C-17.0	F-230.3
Estes Drive (SR 1750) at Site Access #5	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Southbound	B-10.5	A-9.6	B-10.9	A-9.9	B-11.4	B-13.7	A-9.3	B-10.0	B-10.9	A-9.9	B-11.2	B-13.9	A-9.3	B-10.1	B-11.0	A-9.9	B-11.2	B-14.5	A-9.4	B-10.2	
Willow Drive at Wells Fargo Driveway/Site Access #6	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Eastbound		B-12.5	B-13.6	B-12.8	B-13.9	B-12.4	B-13.4	B-12.4	B-13.4	B-12.8	B-13.9	B-12.5	B-13.6	B-12.5	B-13.6	B-12.8	B-14.0	B-12.9	B-14.2	B-12.9	B-14.2
Westbound		A-0.0	C-18.1	A-0.0	C-18.7	B-11.6	C-16.3	B-11.6	C-16.3	A-0.0	C-18.8	B-11.7	C-16.8	B-11.7	C-16.8	A-0.0	C-19.0	B-12.8	C-18.1	B-12.0	C-17.6
Willow Drive at Site Access #7	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Eastbound		B-11.1	C-15.0	B-11.3	C-15.3	B-11.1	C-15.3	B-11.1	C-15.3	B-11.3	C-15.4	B-11.2	C-15.5	B-11.1	C-15.5	B-11.3	C-15.5	B-11.4	C-16.4	B-11.4	C-16.4
Westbound		B-12.1	C-17.8	B-12.3	C-18.5	B-11.0	B-14.5	B-10.9	B-14.6	B-12.3	C-18.7	B-11.1	B-14.8	B-11.1	B-14.8	B-12.3	C-18.8	B-11.5	C-15.7	B-11.5	C-15.7
Willow Drive at Site Access #8	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Northbound	B-10.9	B-13.3	B-11.0	B-13.6	B-10.2	B-14.0	B-10.6	C-16.3	B-11.0	B-13.6	B-10.3	B-14.3	B-10.7	C-16.9	B-11.0	B-13.6	B-10.5	C-15.7	B-11.1	C-19.8	
Willow Drive at Site Access #9	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Northbound		A-9.7	B-11.6	A-9.7	B-11.7	A-9.7	B-14.3	A-9.3	B-13.3	A-9.7	B-11.7	A-9.7	B-14.7	A-9.3	B-13.7	A-9.7	B-11.8	A-9.9	C-16.4	A-9.4	C-15.3

**X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay.**





**Figure ES-1**  
Vicinity Map





UNIVERSITY PLACE CHAPEL HILL • ILLUSTRATIVE SITE PLAN  
PN 1019418 | 11.09.2020 | RAM REALTY | BB+M ARCHITECTURE



LandDesign.



Figure ES-2  
Site Plan  
(1 of 2)

University Place Redevelopment  
Traffic Impact Analysis  
Chapel Hill, NC





UNIVERSITY PLACE CHAPEL HILL • ILLUSTRATIVE SITE PLAN  
PN 1019418 | 11.09.2020 | RAM REALTY | BB+M ARCHITECTURE

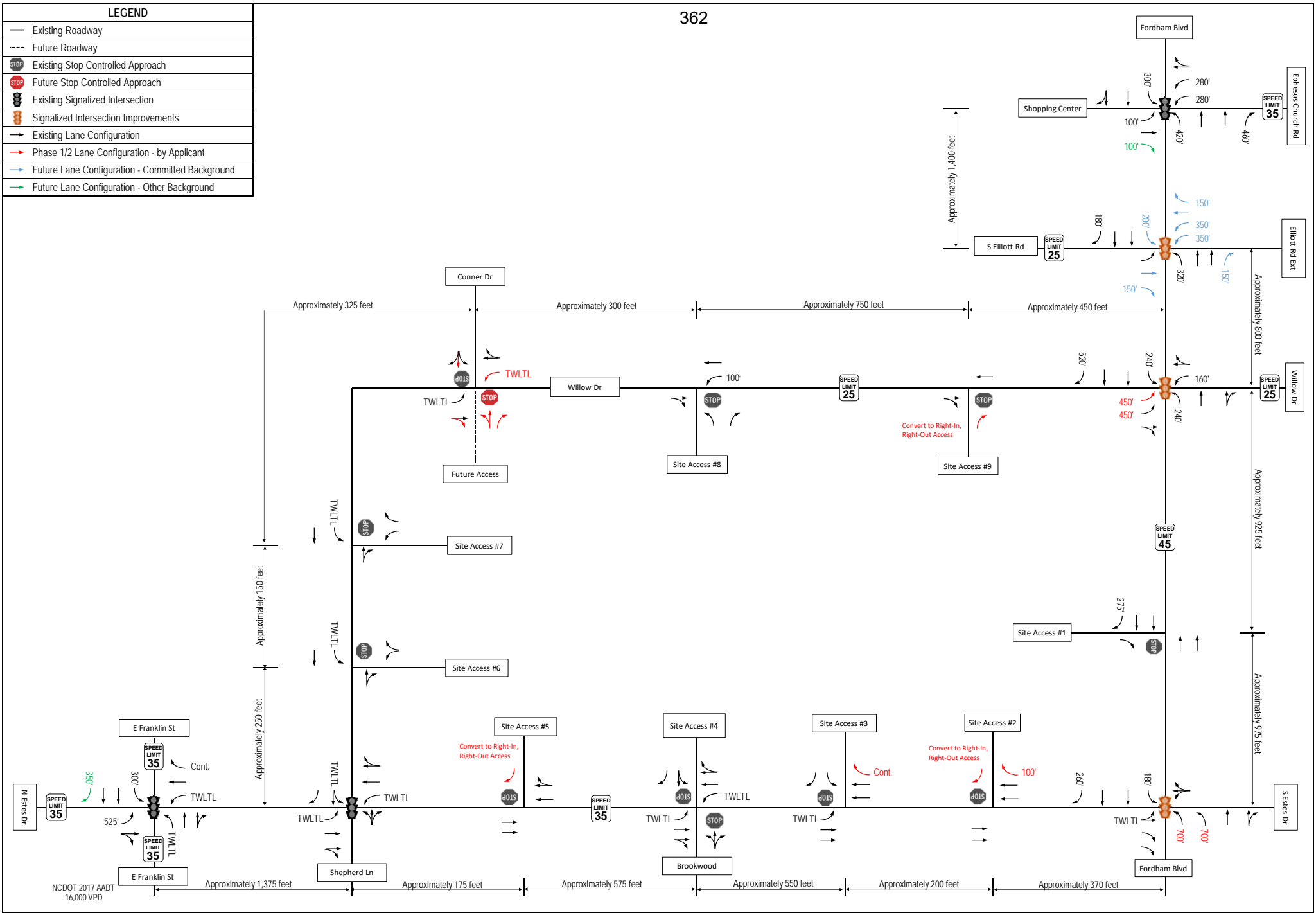
LandDesign.



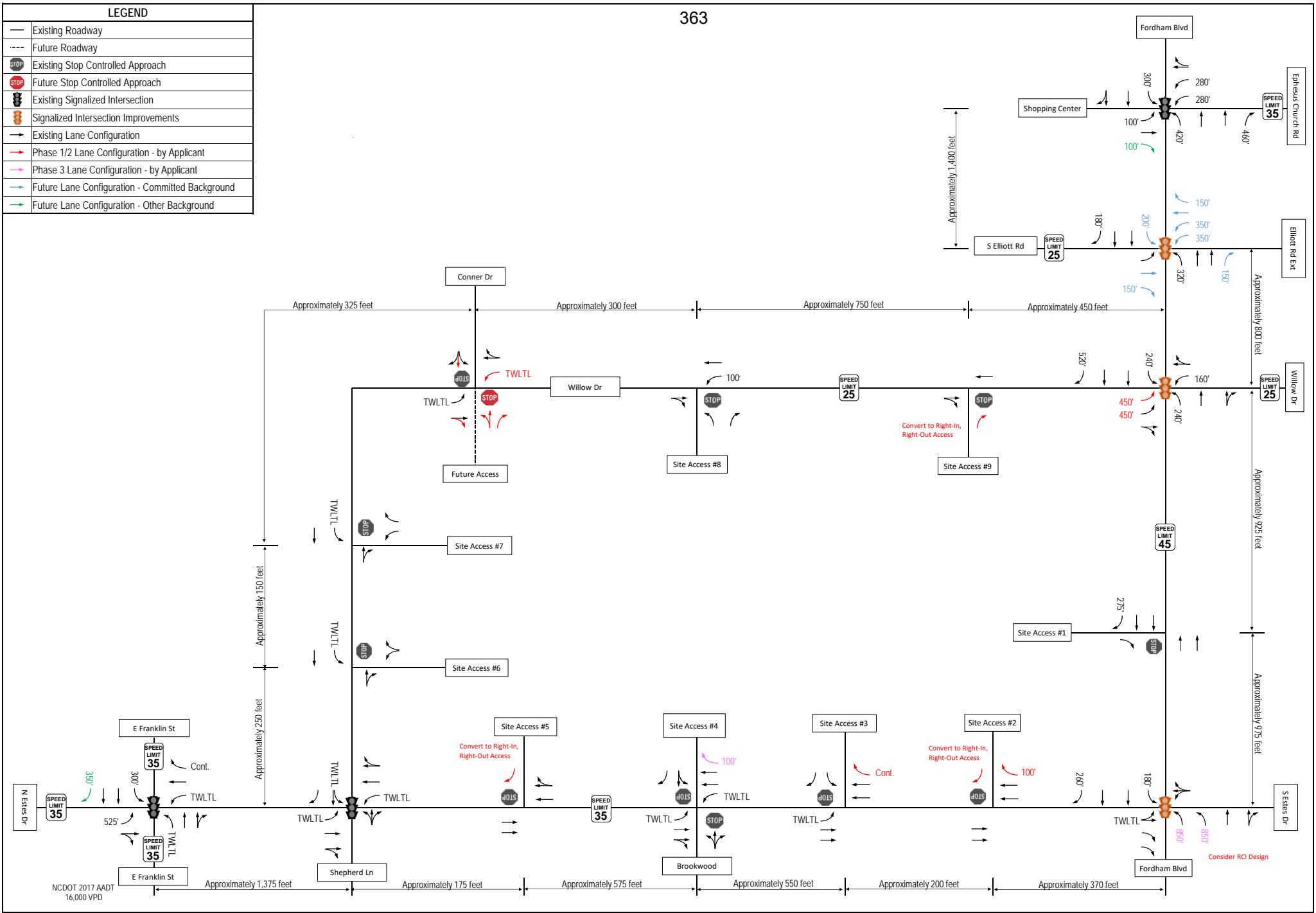
Figure ES-2  
Site Plan  
(2 of 2)

University Place Redevelopment  
Traffic Impact Analysis  
Chapel Hill, NC

LEGEND	
	Existing Roadway
	Future Roadway
	Existing Stop Controlled Approach
	Future Stop Controlled Approach
	Existing Signalized Intersection
	Signalized Intersection Improvements
	Existing Lane Configuration
	Phase 1/2 Lane Configuration - by Applicant
	Future Lane Configuration - Committed Background
	Future Lane Configuration - Other Background



**Figure ES-3**  
**Build (2024) and Build (2026) Lane Geometrics and Traffic Control**



**Figure ES-4**  
**Build (2028) Lane Geometrics and Traffic Control**



[www.vhb.com](http://www.vhb.com)





365  
TOWN OF CHAPEL HILL

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

## Item Overview

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**Item #:** 16., **File #:** [21-0532], **Version:** 1

**Meeting Date:** 6/9/2021

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### Appointments to the Chapel Hill Downtown Partnership.

**Staff:**

Sabrina Oliver, Director/Town Clerk  
Amy Harvey, Deputy Town Clerk  
Alisha Cordell, Administrative Assistant

**Department:**

Communications and Public Affairs  
Technology Solutions and CaPA



**Recommendation(s):**

That the Council make appointments to the Chapel Hill Downtown Partnership for one (1) seat.



**Attachments:**

- Recommendation
- Ballot
- Applications

Note: Applications submitted prior to February 20, 2018 were completed before changes were made to the application and may appear incomplete.

**MEMORANDUM**

TO: Mayor and Town Council

FROM: Matt Gladdek, Executive Director

SUBJECT: Recommendation for the vacancy(s)

DATE: June 4, 2021

**RECOMMENDATION:** The Chapel Hill Downtown Partnership makes the following recommendation to the Town Council for consideration:

- Mimi Hock, Reappointment, Downtown Property Owner Seat

**SPECIAL REQUEST(s):** None

**BACKGROUND:** Mimi Hock is the incoming board chair, and the board enthusiastically supports reappointment.

Total Membership: 13 (thirteen (13) board members: four (4) are appointed by the Town of Chapel Hill (2 at-large, 1 downtown property owner, 1 downtown merchant); two (2) are appointed by the University, and seven (7) at large members appointed by the other six board members.)

Current Membership: 13 (4 Female, 4 Male, 5 unknown; 6 Caucasian, 1 Caucasian/South Asian, 1 Other, 5 unknown; [1] 25-34, [4] 35-54, [2] over 55, [6] unknown)

Term Ending June 30: 1 (1 Downtown Property Owner)

Number of Applicants: 1

**Chapel Hill Downtown Partnership**  
**Please vote for up to one (1) Downtown Property Owner.**

\_\_\_\_\_ Mimi Hock (incumbent)

\_\_\_\_\_ Other; please list\_\_\_\_\_

---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

mimi.goli@gmail.com

Email Address

Mimi

First Name

Hock

Last Name

325 Tenney Cir

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (919) 824-3633

Primary Phone

Mobile: (919) 475-3740

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

Chapel Hill Downtown Partnership: Eligible

Question applies to Chapel Hill Downtown Partnership

**Select a Seat Category for the Chapel Hill Downtown Partnership \***

---

☒ Chapel Hill Downtown Property Owner

**Which Board is your First Choice? \***

---

☒ Chapel Hill Downtown Partnership

---

**How did you find out about this opportunity? (select all that apply)**

---

☒ Other (provide additional information below)

**If you chose "Other" from the advertising opportunity listed above, please specify:**

---

I am a current board member

---

**Interests & Experiences****What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I currently own and manage several buildings on W Franklin St, and formerly owned the coffee shop Perennial before it closed due to Covid-19. I bring the perspective of a small downtown business owner and real estate owner.



**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

As a graduate of UNC-CH I have been able to witness the tremendous changes our downtown has undergone over the last ten years. After receiving an MPH in NYC, and working in public health, I returned to Chapel Hill to raise my family. After returning, I begun to build a career in owning and managing property which has engendered an interest in downtown development. I believe I understand the ways in which property owners need to adapt as technological developments and population changes necessitate flexibility in leases as well as an emphasis on aesthetics and natural environments. I also bring the struggles of a downtown business owner, and realize how difficult it is to thrive in an in flux downtown environment. I hope to bring these ideas and experiences to the downtown partnership in order to shape policy on a macro level, and help to create a vibrant downtown community.

You may upload a supporting document (e.g., CV or resume). Please be advised that any information submitted becomes a public record and may be searchable online.

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Other

### Gender \*

☒ Female

**If other, please describe:**

Caucasian/South Asian

**Please select your age from the following list. \***

☒ 35-54

business owner

Occupation

**Are you a caregiver for or identify with a disability?**

☐ Yes ☒ No

Have you participated in the Peoples Academy?

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☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

---

☐ Yes ☒ No

---

## Ethics Statement

### ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

☒ I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*



372  
**TOWN OF CHAPEL HILL**

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

## Item Overview

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**Item #:** 17., **File #:** [21-0533], **Version:** 1

**Meeting Date:** 6/9/2021

---

**Appointments to the Chapel Hill Public Library Advisory Board and Adopt a Resolution Transmitting Recommendation to the Orange County Board of County Commissioners.**

**Staff:**

Sabrina Oliver, Director/Town Clerk  
Amy Harvey, Deputy Town Clerk  
Alisha Cordell, Administrative Assistant

**Department:**

Communications and Public Affairs  
  
Technology Solutions and CaPA



**Recommendation(s):**

That the Council make appointments to the Chapel Hill Public Library Advisory Board for three (3) Town Resident seats. That the Council adopt a resolution transmitting its recommendation to the Orange County Board of Commissioners for the County-appointed seat.



**Attachments:**

- Resolution
- Recommendation
- Ballot
- Applications

Note: Applications submitted prior to February 20, 2018 were completed before changes were made to the application and may appear incomplete.

**A RESOLUTION MAKING A RECOMMENDATION TO THE ORANGE COUNTY BOARD OF COMMISSIONERS REGARDING THE COUNTY-APPOINTED SEAT ON THE CHAPEL HILL PUBLIC LIBRARY ADVISORY BOARD (2021-06-09/R-10)**

WHEREAS, the Orange County Board of Commissioners has a resolution regarding the Orange County Appointment and Orientation Process for Boards and Commissions that specifies "... When a vacancy exists, the municipality will be requested to provide to the Board of County Commissioners a resolution with a recommendation for that vacancy;" and

WHEREAS, the Chapel Hill Public Library Advisory Board has reviewed the viable applications and made a recommendation to the Chapel Hill Town Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council recommends the Orange County Board of Commissioners appoint \_\_\_\_\_ to the County-appointed position on the Chapel Hill Public Library Advisory Board.

This the 9<sup>th</sup> day of June, 2021.

**MEMORANDUM**

TO: Mayor and Town Council

FROM: Tiffany W.E. Allen, Chapel Hill Public Library Advisory Board

SUBJECT: Recommendation for the vacancy(s)

DATE: April 13, 2021

**RECOMMENDATION:** The Chapel Hill Public Library Advisory Board met on Monday, April 12, 2021 and by a unanimous vote made the following recommendation(s) to the Town Council for consideration:

- C. Lucas Beal, Reappointment, Town Resident
- Nicole Klett, Reappointment, Town Resident
- Blaine Schmidt, Reappointment, Town Resident
- Alison Smith, Appointment, Orange County Resident

**SPECIAL REQUEST(s):** James Stroud, the current Orange County representative on the Advisory Board, is completing his final term and is not eligible for reappointment. We received several strong applications to consider for the Orange County seat and would like to recommend the County appoint Alison Smith. Her work, service, and personal experience with key library constituencies (adult seniors and teens) will be an asset to her service. She also has experience with public transportation and access to the library-an issue we continue to work on and prioritize. And lastly, she has recently participated in the Chapel Hill Peoples Academy, and an advisory board appointment would be a nice recognition of her time and commitment as well as an opportunity to apply her knowledge.

**BACKGROUND:** The reappointment of Beal, Klett, and Schmidt allows for continuity into the new Board year and each member brings a unique skill set which are assets to the Board. Additionally, the reappointment of Schmidt allows for continuity in leadership; he currently serves as Vice Chair of the Advisory Board.

*Note:* Communications and Public Affairs notes that the Chapel Hill Public Library Advisory Board reviewed the following applications: C. Lucas Beal, Cara Brick, Logan Cason, Marguerite DeCarli, Tamara Dempsey-Tanner, Nicole Klett, Blaine Schmidt, and Alison Smith. No additional applications have been received between April 13, 2021 and June 3, 2021 for the Chapel Hill Public Library Advisory Board.



Total Membership: 9 (eight (8) trustees appointed by the Council and one (1) appointed by the County)

Current Membership: 9 (5 Female, 4 Male; 2 African American, 7 Caucasian, 34, [5] 35-54, [4] over 55)

Upcoming Vacancies: 4 (3 Town Residents; 1 Orange County Resident)

Number of Applicants: 8

**Chapel Hill Public Library Advisory Board**  
**Please vote for up to three (3) Town Resident applicants.**

\_\_\_\_\_ Lucas Beal (incumbent)                      \_\_\_\_\_ Blaine Schmidt (incumbent)

\_\_\_\_\_ Nicole Klett (incumbent)

\_\_\_\_\_ Other; please list \_\_\_\_\_

**Chapel Hill Public Library Advisory Board**  
**Please recommend up to 1 (1) Orange County Resident applicant.**

\_\_\_\_\_ Cara Brick\*                                      \_\_\_\_\_ Tamara Dempsey-Tanner

\_\_\_\_\_ Logan Cason                                      \_\_\_\_\_ Alison Smith

\_\_\_\_\_ Marguerite DeCarli

\_\_\_\_\_ Other; please list \_\_\_\_\_

\*Applicants have applied to more than one board.

---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

clucasb@gmail.com

Email Address

Lucas

First Name

L

Middle Initial

Beal

Last Name

106 Highgrove Dr

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Mobile: (336) 682-0640

Primary Phone

Business: (919) 786-8609

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

---

Chapel Hill Public Library Advisory Board: Eligible

Question applies to Chapel Hill Public Library Advisory Board

## Select a Seat Category for the Chapel Hill Public Library Advisory Board \*

---

☒ Chapel Hill Resident

## Which Board is your First Choice? \*

---

☒ Chapel Hill Library Advisory Board

## How did you find out about this opportunity? (select all that apply)

---

☒ Social Media

If you chose "Other" from the advertising opportunity listed above, please specify:

---



---

## Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

As a young professional with three children aged 5, 3, and 10 months, I look forward to continuing to assist the Chapel Hill Public Library by bringing the perspective of a family with young children. I would love to help the board keep our young families engaged and active in this community. I have loved working with the Library Advisory Board over past three years achieve our goals of becoming fine free and I look forward to continuing the work of being an easily accessible asset to all members of our amazing town.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

Public speaking is and has always been an interest of mine. In my professional life, I am an attorney who drafts and negotiates commercial agreements and would be happy to use this experience to assist the Library.

[C. Lucas Beal Resume - 2020.doc](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Male

If other, please describe:

Please select your age from the following list. \*

☒ 35-54

Attorney

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

---

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---

☒ I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*



## **CHRISTOPHER LUCAS BEAL**

106 Highgrove Drive, Chapel Hill, NC 27516 - (336) 682-0640 - clucasb@gmail.com

### **LICENSURE**

**North Carolina Bar, 2011**

### **LEGAL EXPERIENCE**

#### **Hutchison PLLC, Raleigh, NC**

*Senior Associate Attorney, April 2019-current*

Currently advise life sciences and biotechnology companies (ranging in size from small start ups, private equity backed companies, and publicly traded companies) in regulatory compliance, privacy, employment matters. Review of packaging and website content to ensure FDA compliance. Draft and negotiate commercial contracts including service agreements, consulting agreements, and clinical trial agreements. Perform HIPAA risk assessments and privacy risk assessment. Serving as a seconded chief privacy officer for a biotechnology company.

#### **PRA Health Sciences, Inc., Raleigh, NC**

*A Clinical Research Organization (CRO)*

*Legal Counsel, February 2017-April 2019*

Draft and negotiate agreements with Sponsor, vendors, and consultants for clinical services relating to domestic and international clinical trials. Advise and direct global team of contract associates in negotiating clinical trial agreements and all other ancillary contracts associated with investigative sites for clinical trials. Provide general legal support for project services for global pharmaceutical, biotech, and medical device studies. Review and draft data privacy agreements. Partnered with Privacy Officer in rolling out new Data Privacy compliance program. Provided training regarding legal and regulatory matters to departments within the CRO. Mentored new members of Legal team.

*Contracts Associate II, September 2016-February 2017*

Built templates for clinical trial agreements, letter of indemnification, and payment terms for multiple studies in addition to negotiating contracts and budgets on behalf of pharmaceutical companies. Served as escalation point for legal language and contractual issues. Developed contract playbooks and negotiation parameters. Provided mentorship to Contract Associates and Contract Representatives including advising on legal language and specific site issues, and ensured that all contracts were handled in accordance with department and client guidelines. Monitored contract negotiations to ensure tight deadlines were met.

*Contracts Associate, June 2015-September 2016*

Drafted and negotiated clinical trial agreements and budgets on behalf of multiple pharmaceutical companies. Ensured that clinical trial agreement's contractual and budgetary provisions were in compliance with company and sponsor processes, systems, fallback and strategies. Implemented new processes to shorten negotiation time.

#### **North Carolina Department of Commerce, Raleigh, NC**

*Legal Specialist for Division of Employment Security, November 2012 – June 2015*

Presided over unemployment benefits hearings as an administrative law judge. Probed both claimants and employers to determine claimant's qualification and eligibility for benefits. Drafted decisions based on testimony and case law.

**John Pendergrass Attorney at Law, Pittsboro, NC***Associate Attorney, August 2011- November 2012*

Advocated for claimants and employers in unemployment benefits cases before the Division of Employment Security. Interviewed potential clients and led benefit hearings. Drafted stipulations and conducted negotiations with employers and opposing counsels. Filed EEOC claims and assisted clients through interviews with EEOC officers. Presented to UNC Dental School Students regarding Employment issues within the dental field.

**Karen McKeithen Schaede, Attorney at Law, PLLC, Greensboro, NC****Law Clerk, October 2010 – August 2011**

Assisted attorney in incorporation proceedings, mergers and acquisitions of small businesses. Assisted in HIPAA reviews of medical and dental practices. Drafted employment contracts, leases, and corporate documents.

**Legal Aid of North Carolina, Inc., Ahoskie, NC***Martin Luther King, Jr. Intern, Summer 2010*

Advised clients on housing, consumer, employment and estate laws. Successfully appealed unemployment benefit decision and successfully petitioned court for delayed birth certificate. Conducted hearings before Clerk of Court and District Court Judge; Drafted motions, orders, complaints, and answers.

**BUSINESS EXPERIENCE****BB&T, Charlotte, NC***BB&T At Work Sales Officer, March 2008-August 2008*

Counseled a wide array of businesses including sole proprietorships and major corporations regarding employee benefits. Presented BB&T products to companies' employees and marketed for new client accounts in Charlotte.

**COMMUNITY INVOLVEMENT****Chapel Hill Public Library Advisory Board Member****Chapel of the Cross – New Member Committee****F3****EDUCATION****Elon University School of Law, Greensboro, NC***Juris Doctor, May 2011**Honors:       Elon Law Scholarship*

*Activities:   Business Law Association; First Year Mock Trial Team; Student Bar Association;  
Career Services Committee; Delta Theta Phi; Running Club, President, Vice President*

**University of North Carolina, Chapel Hill, NC***Bachelor of Arts in Political Science and Economics, May 2006**Honors:       Dean's List; Alpha Delta General Excellence Scholarship***PERSONAL**

Traveling, cooking, fitness, swimming, running, reading, and ACC basketball

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## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

carabrick@gmail.com

Email Address

Cara

First Name

Brick

Last Name

110 Bay View Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (919) 448-6292

Primary Phone

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Carrboro Town limits (Light Pink)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

Chapel Hill Public Library Advisory Board: Eligible

Question applies to Chapel Hill Public Library Advisory Board

**Select a Seat Category for the Chapel Hill Public Library Advisory Board \***

---

☒ Non-Chapel Hill, Orange County Resident

Question applies to Cultural Arts Commission

**Select a Seat Category for the Cultural Arts Commission \***

---

☒ Carrboro Resident

**Which Board is your First Choice? \***

---

☒ Chapel Hill Library Advisory Board

---

**How did you find out about this opportunity? (select all that apply)**

---

☒ Internet

If you chose "Other" from the advertising opportunity listed above, please specify:

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**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I am a longtime Chapel Hill Public Library patron who has used almost every type of library service from children's storytimes to young adult activities, and study room reservations for graduate-level study. I hold a North Carolina Public Librarian Certification. I would bring my personal and professional experience to better serve the Chapel Hill Public Library Advisory Board. In addition to my library background, I have been involved with the cultural arts throughout our community for the last fifteen years. I served as the Cultural Arts Coordinator for Morris Grove Elementary for many years. In this role, I worked with the ArtsCenter to bring artists to the school throughout the year. Artists ranged from performing artist Mike Wiley to muralist Michael Brown. I volunteered with the Triangle Youth Ballet and Studio A Dance Arts as a fundraiser and liaison. From 2011 through 2018, I served as a volunteer Box Office Manager and Production Assistant with McDougle Middle School Drama. My other volunteer activities include providing meals and preparing art projects for the Ronald McDonald House of Chapel Hill. Recently, I worked as an intern at the North Carolina Museum of Art.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

Masters in Library Science from East Carolina University North Carolina State Public Librarian Certification Longtime CHPL patron with extensive knowledge of collections from early childhood to adult fiction and non-fiction A strong advocate for public libraries Supporter and volunteer for multiple local arts organizations. North Carolina Museum of Art Member and former intern

[Carabrick\\_1\\_.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

**Ethnicity \***

☒ Caucasian/Non-Hispanic

**Gender \***

☒ Female

**If other, please describe:**

**Please select your age from the following list. \***

☒ 35-54



Archivist

Occupation

Are you a caregiver for or identify with a disability?

☒ Yes ☐ No

Have you participated in the Peoples Academy?

☒ Yes ☐ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

## Ethics Statement

### ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.” Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

☒ I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

# Cara Brick

Chapel Hill, NC 27516 • (919) 448-6292 • carabrick@gmail.com

## EDUCATION

<b>East Carolina University</b> , Greenville, NC	2017-2020
<b><i>Master of Science in Library and Information Science</i></b>	
<ul style="list-style-type: none"> <li>• Emily S. Boyce Fellowship</li> <li>• Academic Librarianship focus</li> <li>• Public Librarian certification</li> </ul>	
<b>New York University</b> , New York, NY	1995-1997
<b><i>Master of Arts, American History</i></b>	
<ul style="list-style-type: none"> <li>• Certificate in Archival Management and Historical Editing</li> <li>• Certificate in Museum Studies</li> </ul>	
<b>L'Université de Paris, Sorbonne</b> , Paris, France	1994
<ul style="list-style-type: none"> <li>• Art History</li> <li>• French Culture and Civilization</li> </ul>	
<b>Stony Brook University</b> , New York, NY	1991-1995
<b><i>Bachelor of Arts, History</i></b>	
<ul style="list-style-type: none"> <li>• Summa cum laude</li> <li>• Member of Phi Beta Kappa Honor Society</li> </ul>	

## SKILLS

Encoded Archival Description	Original and copy cataloging	Ability to work independently
Resource Description and Access	Adobe Photoshop	Skilled researcher and writer
French, professional proficiency	Microsoft Office	Excellent attention to detail

## EXPERIENCE

<b><i>Library Intern</i></b>	2020
<b>The North Carolina Museum of Art</b> - Raleigh, NC	
<ul style="list-style-type: none"> <li>• Established priorities and workflow for archival processing projects</li> <li>• Arranged and described archival materials documenting the history of North Carolina and the NCMA</li> <li>• Researched, arranged and described collection of 19th and 20th century international art auction catalogues</li> <li>• Identified archival materials suitable for digitization as well as those in need of conservation</li> <li>• Produced research bibliographies about upcoming and current exhibitions</li> <li>• Performed copy cataloging for library resources</li> <li>• Created technical manual about archival processing for library and museum staff</li> <li>• Evaluated and maintained metadata templates and documentation for digital resources</li> </ul>	
<b><i>Archivist</i></b>	2001-2004
<b>James D. Watson Collection, Cold Spring Harbor Laboratory</b> - Cold Spring Harbor, NY	
<ul style="list-style-type: none"> <li>• Administered personal collection of Nobel Laureate James D. Watson including manuscripts, photographs, art</li> <li>• Assisted in planning and execution of special events surrounding The 50th Anniversary of the Discovery of the Double Helix</li> <li>• Created finding aids and developed online exhibits</li> <li>• Established access policies and approved donor agreements</li> <li>• Organized photograph collection and implemented digitization</li> <li>• Created rights and permissions schedule and database utilizing Microsoft Access software</li> </ul>	

- Served as a liaison to notable guests and scholars during conferences and meetings
- Supervised support staff and student interns
- Managed security of manuscripts, photographs, art and artifacts in public reading room
- Provided reference service to scholars
- Responded to reference inquiries from local and national media

**Archivist**

1997-2000

**The New-York Historical Society** - New York, NY

- Arranged and described primary source historical materials
- Responded to reference inquiries
- Supervised professional and student staff
- Managed security and access to archival collections
- Collaborated on special exhibits including Treasures from Mount Vernon, a co-curated exhibition between the New-York Historical Society and George Washington's Mount Vernon

**Art Cataloger**

1996

**Edwin Schlossberg Incorporated** - New York, NY

- Documented geographically disparate art collection
- Created catalogue raisonné, a comprehensive catalog of all art by Edwin Schlossberg
- Coordinated research and cataloging with Ronald Feldman Fine Arts Gallery, New York City
- Analyzed off-site storage options in accordance with American Association of Museums Standards
- Managed transportation of art collection to off-site storage facility

**VOLUNTEER ACTIVITIES**


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<b>Liaison</b> , Ronald McDonald House of Chapel Hill	2007-2020
<b>Fundraiser</b> , Performing Arts Lovers Committee, Chapel Hill High School	2017-2020
<b>Special Events and Social Media Coordinator</b> , Chapel Hill High School Athletic Booster Club	2014-2018
<b>Cultural Arts Coordinator</b> , Chapel Hill Carrboro City School	2009-2016
<b>Literacy Coach</b> , Chapel Hill Carrboro City Schools	2005-2012

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Logan Cason  
**Name Called:**  
**Home Address:** 5016 Whyteleafe Ct  
Chapel Hill NC 27514-9764  
**Phone:** 7046096192  
**Email:** logancason1@gmail.com

**Year of OC Residence:** 2021

**Township of Residence:**

**Zone of Residence:**

**Gender Identity:** Male

**Ethnic Background:** White

**Age Range:** 35-59

**Community Activities/Organizational Memberships:**

I am a regular user of library services!

**Past Service on Orange County Advisory Boards:**

None

**Boards/Commissions applied for:**

**Chapel Hill Library Advisory Board**

**Background, education and experience relevant to this board:**

I frequently use library services and have a background in marketing and event planning that I believe would help produce new ways to appeal to the community.

**Reasons for wanting to serve on this board:**

I've just moved to Chapel Hill from Durham. I've already been impressed with the high quality of the library services and communications. I'd love to help continue that high quality and promote library patronage within the community.

**Contribution to the diversity of viewpoints on this board:**

I believe I could bring representation of a younger generation that is attracted to modern services and library policies, particularly the hobby building, history learning, and culture experiencing community of enthusiasts like me!

**Conflict of Interest:**

**Boards/Commissions appointments:**

**Other Comments:**

This application was current on: 4/5/2021 10:07:07 AM

**Date Printed:** 4/7/2021

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Marguerite DeCarli  
**Name Called:**  
**Home Address:** 3208 Bartlett Circle  
Hillsborough NC 27278  
**Phone:** 9197408033  
**Email:** mguites@aol.com  
**Year of OC Residence:** 1989  
**Township of Residence:**  
**Zone of Residence:**  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 60+

### **Community Activities/Organizational Memberships**

I presently work full time for UNC Horizons Child Development Center and part time for the Orange County Library. In the past I served on the CCSA board and a local Preschool board. I am a member of the NAEYC. I believe libraries are an integral part of their community, a safe and inclusive environment.

### **Past Service on Orange County Advisory Boards:**

None

### **Boards/Commissions applied for:**

#### **Chapel Hill Library Advisory Board**

##### **Background, education and experience relevant to this board:**

I presently work part time at the Orange County Library and would like to work more closely with supporting the work libraries do each day.

##### **Reasons for wanting to serve on this board**

As stated earlier, libraries provide integral services in communities. Libraries have always offered books but over the years also created safe places for all. Libraries have often been the first organizations to see and meet social needs by disseminating information and meeting needs.

##### **Contribution to the diversity of viewpoints on this board**

For the last 14 years I have worked with families whose life struggles are very different from my own. Listening to others and actually hearing what they say has taught me so much and also made me aware of my own biases. I see this has a way to advocate for books and getting literature to all. My full time work is with very young children and building a love of books and reading is a daily goal.

##### **Conflict of Interest:**

### **Boards/Commissions appointments:**

**Other Comments:**

This application was current on: 3/25/2021 12:32:20 PM

**Date Printed:** 3/30/2021



## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Tamara Dempsey-Tanner  
**Name Called:**  
**Home Address:** 9900 Leslie Dr  
Chapel Hill NC 27516-7536  
**Phone:** 9198015612  
**Email:** tamaradt@yahoo.com  
**Year of OC Residence:** 1994  
**Township of Residence:**  
**Zone of Residence:**  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 60+

**Community Activities/Organizational Memberships:**

OCDSS Board member, 2014 present  
OCDSS Board Chair, 2015 to present  
OC Toy Chest volunteer-2000 to present

**Past Service on Orange County Advisory Boards:**

OC DSS Board - 2014 to present

**Boards/Commissions applied for:****Chapel Hill Library Advisory Board****Background, education and experience relevant to this board:**

I have a graduate degree in public health education. I have been employed in local and state government (human services) for 25 years. I have been a volunteer on a county board for the past 6 years. I believe my experience in participating in a board management environment, collaborating with diverse stakeholders, and a 25 + year history observing Orange County's growth.

**Reasons for wanting to serve on this board:**

I have been a faithful patron since 1995. I also regularly donate books for the library's discretionary use. The Chapel Hill library is an invaluable asset that contributes to my personal ongoing reading pleasure, in addition to numerous other county patrons. I want to pay it forward to future library patrons so they can benefit from the same resources I have enjoyed.

**Contribution to the diversity of viewpoints on this board:**

As an individual residing in an unincorporated part of the county and a longtime patron of the Chapel Hill Public Library, I can bring this unique perspective about how this library is a resource for the entire southern part of the county.

**Conflict of Interest:****Boards/Commissions appointments:**

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**Other Comments:**

**This application was current on:** 3/30/2021 7:31:49 PM

**Date Printed:** 3/31/2021

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

☒ I Agree

nicole.klett@gmail.com

Email Address

Nicole

First Name

Klett

Middle Initial

Last Name

201 Woodleaf Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

### Which Boards would you like to apply for?

---

Chapel Hill Public Library Advisory Board: Eligible

Question applies to Chapel Hill Public Library Advisory Board

### Select a Seat Category for the Chapel Hill Public Library Advisory Board \*

---

☒ Chapel Hill Resident

### Which Board is your First Choice? \*

---

☒ Chapel Hill Library Advisory Board

### How did you find out about this opportunity? (select all that apply)

---

None Selected

If you chose "Other" from the advertising opportunity listed above, please specify:

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### Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I am a local physician, health coach and a bibliophile. I am often haunting the library with my 3 children (and on rare but delightful instances, on my own). I have a love for reading and the access that the public library system gives to the community to foster its own passion for reading and more. I would relish the opportunity to give back in some way to a most beloved institution, the Chapel Hill Library.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

I have had the honor of serving the board and am ending my term. I now have a good understanding of the challenges facing the library, the programs (current and future) that the library is invested in providing and its overall mission and how it aims to carry it out. I am very interested in using all that I have learned into action in another term.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Female

If other, please describe:

Please select your age from the following list. \*

☒ 35-54

physician

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☐ No

Have you participated in the Peoples Academy?

☐ Yes ☐ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

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---

☒ I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*



Profile

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

Public Records Statement

I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.

☒ I Agree

bschmidt@extemporaneous.org

Email Address

Blaine	W	Schmidt
First Name	Middle Initial	Last Name

409 Perry Creek Drive	
Street Address	Suite or Apt

Chapel Hill	NC	27514
City	State	Postal Code

Mobile: (919) 519-0256	Home: (919) 448-8066
Primary Phone	Alternate Phone

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

What district do you live in? \*

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

If you are a Chapel Hill Resident, How long have you lived here?

☒ Greater than 10 years

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

Which Boards would you like to apply for?

Chapel Hill Public Library Advisory Board: Eligible

Question applies to Board of Adjustment

**Select a Seat Category for Board of Adjustment \***

---

☒ Chapel Hill Town Resident

Question applies to Chapel Hill Public Library Advisory Board

**Select a Seat Category for the Chapel Hill Public Library Advisory Board \***

---

☒ Chapel Hill Resident

**Which Board is your First Choice? \***

---

☒ Chapel Hill Library Advisory Board

---

**How did you find out about this opportunity? (select all that apply)**

---

☒ Advisory Board or Council member

**If you chose "Other" from the advertising opportunity listed above, please specify:**

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**Interests & Experiences**

Question applies to multiple boards

**How do you describe your previous advisory board experience?**

---

☒ Chapel Hill Board Experience

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

For the Library Board of Trustees position, I offer that I am passionate about education in general -- and about media and books in particular. I owned and operated a bookstore for years, and definitely feel that libraries play an integral part in fostering a love of reading and education. If possible, I would like to offer my background as an attorney, IT professional, and bookstore owner to assist in preserving the values of and promoting the goals of the Library Board of Trustees. For the Planning Commission, I am extremely interested in land use in and near the town of Chapel Hill - as I believe in efficient land use, as well as maintaining the area's beautiful character. In terms of background, I am a IT business professional and licensed attorney, with over thirty years management and executive experience. I have been directly responsible for developing long-term plans, policies, and standards for multiple departments and organizations. It would be an honor to serve on the Commission and take part in building a beautiful and well-planned Chapel Hill!

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

Current member of the Chapel Hill Library Advisory Board, so know the members and processes.

Question applies to Board of Adjustment

**Do you have special interest, experience, or education/training in city planning or related fields? If yes, please explain.**

Interested in the planning for the Town. No special experience.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

## Demographics

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**Ethnicity \***

☒ Caucasian/Non-Hispanic

**Gender \***

☒ Male

**If other, please describe:**

Please select your age from the following list. \*

☒ 35-54

Information Security

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

## Ethics Statement

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☒ I Agree \*

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Alison Smith  
**Name Called:**  
**Home Address:** 110 Autumn Lane  
 Chapel Hill NC 27516  
**Phone:** 9196497302  
**Email:** alisonvalentinesmith@gmail.com  
**Year of OC Residence:** 2009  
**Township of Residence:**  
**Zone of Residence:**  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### Community Activities/Organizational Memberships

I currently work at Orange County Department on Aging where I volunteered prior to employment. I am a regular visiting guest at the the EZRIDER Advisory Board and Chapel Hill Transit Partners meeting. I am currently enrolled in the Chapel Hill s Peoples Academy and learning all about local government in the Town of Chapel Hill. The academy is encouraging us to support our community through participation in advisory boards. I love the CH Library! It would be a privilege and honor to offer my support as the Orange County representative.

### Past Service on Orange County Advisory Boards:

I am involved in the Orange County Aging Advisory board as an employee of the Department on Aging.

### Boards/Commissions applied for:

#### Chapel Hill Library Advisory Board

##### Background, education and experience relevant to this board:

I lived on Clayton Road for 8 years and walked Pritchard Park daily to the Library. I was a vocal advocate for keeping the Library in it s current location.

##### Reasons for wanting to serve on this board

Because I love the Library and I feel it is one of Chapel Hills biggest bragging points. I am currently enrolled in CH Peoples Academy and they are encouraging members to seek out advisory boards we would be passionate about serving.

##### Contribution to the diversity of viewpoints on this board

I could contribute a variety of perspectives to the board. I have worked in the field of aging for 7 years and know how important the library is to our seniors. The Senior Shuttle has a regular stop at the Seymour Center and Library. I regular encourage seniors to travel between the two. I have a daughter that has attended the Chapel Hill-Carrboro City Schools and I ve witnessed what a gift the teen rooms have been for students to gather and study (especially ones that would have gone home to an empty house). I am a participant of the Chapel Hill Library and



enjoy checking out books to read regularly.

**Conflict of Interest:**

**Boards/Commissions appointments:**

**Other Comments:**

This application was current on: 3/25/2021 11:52:50 AM

**Date Printed:** 3/30/2021



# TOWN OF CHAPEL HILL

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

## Item Overview

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**Item #:** 18., **File #:** [21-0534], **Version:** 1

**Meeting Date:** 6/9/2021

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### **Appointments to the Cultural Arts Commission.**

**Staff:**

Sabrina Oliver, Director/Town Clerk  
Amy Harvey, Deputy Town Clerk  
Alisha Cordell, Administrative Assistant

**Department:**

Communications and Public Affairs  
Technology Solutions and CaPA

**Recommendation(s):**

That the Council make appointments to the Cultural Arts Commission for three (3) seats.

**Attachments:**

- Recommendation
- Ballot
- Applications

Note: Applications submitted prior to February 20, 2018 were completed before changes were made to the application and may appear incomplete.

**MEMORANDUM**

TO: Mayor and Town Council

FROM: Justin Haslett, Cultural Arts Commission Chair

SUBJECT: Recommendation for the vacancy(s)

DATE: May 19, 2021

**RECOMMENDATION:** The Cultural Arts Commission met on Wednesday, May 19, 2021 and by a unanimous vote made the following recommendation(s) to the Town Council for consideration:

- Annetta Streater, Reappointment, Town Resident
- Joshua Rosenstein, Reappointment, Town Resident
- Xilong Zhao, Reappointment, Town Resident

**SPECIAL REQUEST(s):** No Comment

**BACKGROUND:** No Comment

*Note:* Communications and Public Affairs notes that the Cultural Arts Commission reviewed the following applications: Ian Bowater, Amy Kachavos, Sherry Lindquist, Grace Marini, Marion Meyer-Robboy, Demitri Putilin, Joshua Rosenstein, Annetta Streater\*, Helena Wolf, and Xilong Zhao. No additional applications have been received between May 19, 2021 and June 3, 2021 for the Cultural Arts Commission.

\*Annetta Streater updated her existing application on May 27, 2021.

Total Membership: 11 (Ten (10) Town Residents, one (1) Carrboro Resident)

Current Membership: 11 (7 Female, 4 Male; 2 African American, 1 Asian or Pacific Islander, 1 Hispanic, 6 Caucasian, and 1 Not Answered; [1] 18-24, [1] 25-34, [4] 35-54, [5] over 55)

Upcoming Vacancies: 3 (Town Residents)

Number of Applicants: 10

**Town Resident**  
**Please vote for up to three (3) applicants.**

_____ Ian Botwater*	_____ Dimitri Putilin*
_____ Amy Kachavos*	_____ Joshua Rosenstein (incumbent)
_____ Sherry Lindquist*	_____ Annetta Streater (incumbent)
_____ Grace Marini	_____ Helena Wolf
_____ Marion Meyer-Robboy	_____ Xilong Zhao (incumbent)
_____ Other; please list_____	

*\*Applicant applied for more than one board.*

---

## Profile

Whenever possible, applications should be submitted prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

ianbowater7@gmail.com

Email Address

Ian

First Name

Bowater

Last Name

125 Windsor Circle

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (310) 871-3906

Primary Phone

Home:

Alternate Phone

---

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 4-9 years

---

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

Cultural Arts Commission: Eligible

Question applies to Cultural Arts Commission

### Select a Seat Category for the Cultural Arts Commission \*

☒ Chapel Hill Town Resident

Question applies to Planning Commission

### Select a Seat Category for the Planning Commission \*

☒ Chapel Hill Resident

### Which Board is your First Choice? \*

☒ Cultural Arts Commission

### How did you find out about this opportunity? (select all that apply by holding down the shift key)

☒ Internet

☒ Speaker at an event

If you chose "Other" from the advertising opportunity listed above, please specify specify:

### Interests & Experiences

#### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

Over fifty years of professional experience as a writer, actor and director in theatre and film industry. Served on drama and theatre panels for the London arts council. Served on the Dance panel of Greater London arts. Director of the Shaw Theatre in London. Directed of three international festivals. Former member of the Orange County Art Commission. Wrote and performed in plays locally. Currently a performer, and screenwriter. Latest release out this year is "Gilpin" a film about the actor to first play Emperor Jones on Broadway, About the perform at the Oslo Impro festival with my company Paul and Ian's One Man show,

#### Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

Throughout my career as an Arts practitioner I have a vast amount of experience of writing grants and budget proposals. I am very active in the approach to finding new performance spaces, both formal and new/unusual venues. A major feature of my career in the Arts is as an advocate for the under-served communities. I am not afraid to take on established and reactionary forces who want to keep the Arts safe and bourgeois.



[Resume-Ian.doc](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity

☒ Caucasian/Non-Hispanic

### Gender

☒ Male

If other, please describe:

Please select your age from the following list. \*

☒ over 55

Screenwriter/actor/director

Occupation

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

☒ I Agree \*

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

**Ian Bowater**

125 Windsor Circle, Chapel Hill NC 27514

Tel - 310 871 3906

E-mail - ianbowater7@gmail.com

Nationality: British and American

British Equity #: 109029

**Screenwriter**

Full-time freelance writer since 1992. Contracted by a number independent producers in the U.S. and Europe including, Mark Damon Productions; Raju Patel; Movies Film Production, Netherlands; Legende Films, Paris; Prodigy Productions; LCS productions; Odessa Films, Paris. MPS Produktions Munich, Michael Goerden Production, Cologne, Masterbond Film, London. Melwood Pictures, Los Angeles. Written over thirty screenplays.

**Produced Credits**

1994 - "Unconditional Love" with Arthur Bjorn Egeli, director. Winner of the Jury Prize, Hampton Film Festival (1994). Winner Gold Medal, Houston Film Festival. Second Prize, Delhi Film Festival.

2001 - "Fiendliche Übernahme" (Hostile Takeover) for MPS Produktions Munich - Carl Schenkel, Director - Susanne Porsche & Michael Roehrig, Producers

2013 - "Ghost Forest" Arthur Egeli Director - premiered at Arizona Film Festival.

2014 - "Into The Breach" Stageplay for the ArtsCenter Carrboro - Producer Jeri Lynn Schulke, Director Gregor McElvogue.

2017 - Murder On The Cape - Director Arthur Egeli - available on Netflix

2019 - Gilpin - Director Arthur Egeli - release date late 2019

## **Current projects in active development**

"Coyote Gold" – Arthur Bjorn Egeli, director, Prodigy Productions.

"Ninety Feet Closer To Hell" – Nadim George director – in pre-production.

## **Recent Theatre Experience - (2013 to Present)**

"My Name Is Yin" – Director for 10x10 In the Triangle.

"Celebration" – Granddad – for Little Green Pig Theatrical Concern

"HMLT" – The Ghost – for Little Green Pig Theatrical Concern

"Paris '76" – Jacques Dirigible, The Deconstructivist Comedian.

"Glorious" – St. Clair – for Theatre In The Park

"The Changeling" – Alibius for Little Green Pig.

Paul and Ian's One Man Show – one half of the thought provoking duo.

## **Other Film Industry experience.**

Script Consultant - Legende Productions, Paris. Working with Producer Alain Goldman (1492 - Conquest of Paradise; Casino) and writer Roselyne Bosch (1492). Worked on two Bosch projects, "The Experiment" with Costa Gavras and "En Cas De Malheur" developed with Sidney Pollack. Roselyne is French but writes in English. Translation work involves polishing dialogue and Americanizing the descriptive passage. Both scripts were American stories, set in the U.S. with American characters.

1993 – Contract Screenwriter – Contracted for one year by Odessa Films, Paris to create three scripts. These included an adaptation of a contemporary novel plus two original pieces.

1992/3 – Director of Creative Affairs – Odyssey Distributors. Responsible for acquisitions and development of film projects destined for foreign distribution.

1990 – Free-lance reader and script doctor – Various film companies and independent producers including HBO, Carolco and Prodigy Productions. Raju Patel on "Jungle Book".

1989 – Story Analyst – Odyssey Entertainment, Los Angeles. Reading scripts and other published material this film production company, averaging ten scripts per week.

### **Previous Theatre Life**

1985-1988 – Teacher/Director – The Actor's Center, London – This training center founded by British Actors Equity, provides training to working actors based in London.

1983-1988 – Director, The Shaw Theatre – A community theatre in the heart of London. The theatre's eclectic program presented theatre, music, dance, mime and children's events. The theatre was a host venue for the London International Theatre Festival, the London Mime Festival. Some of the international companies presented by the Shaw Theatre included the London debuts of The Negro Ensemble Company (USA); Grips Theater (Berlin); Teatro Cambray (Cuba) and the Ballet Folklorico de Nicaragua.

1979-1983 – Associate Director, Theatre Royal Stratford East – Stratford East has an illustrious history as the home of Joan Littlewood's famous Theatre Workshop. That work continues to the present under the direction of Philip Hedley. Presenting children's theatre and community tours. Founding Director of Actorshop – a bespoke improvisational theatre working in the East End and further afield.

1973-1979 - Director, Writer and actor with Newham Theatre-in-Education company, creating theatre for all ages from Kindergarten to High School.



## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

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☒ I Agree

as4141us@yahoo.com

Email Address

Amy

First Name

Kachavos

Middle Initial

Last Name

624 Wells Ct

Street Address

Suite or Apt

CHAPEL HILL

City

NC

State

27514

Postal Code

Mobile: (312) 405-0872

Primary Phone

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 1-3 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

Cultural Arts Commission: Eligible

Question applies to Cultural Arts Commission

**Select a Seat Category for the Cultural Arts Commission \***

---

☒ Chapel Hill Town Resident

**Which Board is your First Choice? \***

---

☒ Parks, Greenways & Recreation Commission

**How did you find out about this opportunity? (select all that apply)**

---

☒ Email

**If you chose "Other" from the advertising opportunity listed above, please specify:**

---

---

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I am a frequent user of the parks and have an interest in maintaining them and making the better.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

Have served in organizations in Illinois.

---

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Female

If other, please describe:

Please select your age from the following list. \*

☒ over 55

Manager telecim

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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---

☒ I Agree \*

Question applies to multiple boards

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---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

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---

☒ I Agree

mizsherrylindquist@gmail.com

Email Address

Sherry

First Name

C

Middle Initial

Lindquist

Last Name

205 Presque Isle Lane

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Home: (704) 488-8434

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 0-12 months

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than three groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

---

Cultural Arts Commission: Eligible

Question applies to Cultural Arts Commission

### Select a Seat Category for the Cultural Arts Commission \*

---

☒ Chapel Hill Town Resident

Question applies to Justice in Action Committee

### Select a Seat Category for the Justice in Action Committee \*

---

☒ Chapel Hill or Carrboro planning jurisdiction

Question applies to multiple boards

### Which Board is your First Choice? \*

---

☒ Justice in Action Committee

### How did you find out about this opportunity? (select all that apply)

---

☒ Internet

If you chose "Other" from the advertising opportunity listed above, please specify specify:

---

## Interests & Experiences

Question applies to multiple boards

### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

---

We are moving to Chapel Hill from Morganton, another small, North Carolina town. I am a mother of 5, and I have served on various community-based boards and organizations throughout the years. I donate my time, voice and resources to serve our community. I am a team player and will do whatever needs to be done to advance the teams' goals.



**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I served as general-counsel to a large healthcare organization for a number of years. My job was to find solutions to problems and inspire people to onboard in an enthusiastic way. I bring that skill-set (and mindset) with me to whatever job or role I assume.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Female

**If other, please describe:**

**Please select your age from the following list. \***

☒ over 55

Attorney, Mama, Author

Occupation

**Are you a caregiver for or identify with a disability?**

☐ Yes ☒ No

**Have you participated in the Peoples Academy?**

☐ Yes ☒ No

**Are you a Town of Chapel Hill employee?**

☐ Yes ☒ No

## Ethics Statement

Sherry C Lindquist

**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

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---

☒ I Agree \*

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---

## Profile

Whenever possible, applications should be submitted prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

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---

☒ I Agree

grazziela.marini@gmail.com

Email Address

Grace

First Name

M

Middle Initial

Marini

Last Name

106 Village Lane

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (407) 310-4112

Primary Phone

Home:

Alternate Phone

---

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**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 1-3 years

---

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

Cultural Arts Commission: Eligible

Question applies to Cultural Arts Commission

### Select a Seat Category for the Cultural Arts Commission \*

☒ Chapel Hill Town Resident

### Which Board is your First Choice? \*

☒ Cultural Arts Commission

### How did you find out about this opportunity? (select all that apply by holding down the shift key)

☒ Other (provide additional information below)

### If you chose "Other" from the advertising opportunity listed above, please specify specify:

People's Academy. I attended the last session.

### Interests & Experiences

#### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

Hello. I am passionate about public art and am excited about the opportunity to be involved in my community. By trade I am a creative director/graphic designer and have also done some art welding, mosaic work, mixed media and dabbled in other art mediums.

#### Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I have a Master of Public Administration, and really believe that government directly makes a difference in the type of community we live in. Specifically, the people within our government and the policies and practices they adopt. I worked within local government early in my career and have also consulted with various municipalities over the years on creative print and interactive projects.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

### Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

**Ethnicity**

---

☒ Caucasian/Non-Hispanic

**Gender**

---

☒ Female

**If other, please describe:**

---

**Please select your age from the following list. \***

---

☒ 35-54

Creative Director/Graphic  
Designer

Occupation

**Are you a Town of Chapel Hill employee?**

---

☐ Yes ☒ No

---

**Ethics Statement**

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

---

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## Profile

Whenever possible, applications should be submitted prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

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---

☒ I Agree

marionrobboy@gmail.com

Email Address

Marion

First Name

E

Middle Initial

Meyer-robboy

Last Name

316 Circle Park Pl

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Home: (919) 968-9773

Primary Phone

Mobile: (919) 225-4293

Alternate Phone

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

Cultural Arts Commission: Eligible

Marion E Meyer-robboy

Question applies to Cultural Arts Commission

### Select a Seat Category for the Cultural Arts Commission \*

☒ Chapel Hill Town Resident

### Which Board is your First Choice? \*

☒ Cultural Arts Commission

### How did you find out about this opportunity? (select all that apply by holding down the shift key)

- ☒ Advisory Board or Council member
- ☒ Internet
- ☒ Social Media
- ☒ Other (provide additional information below)

### If you chose "Other" from the advertising opportunity listed above, please specify specify:

Meadowmont listserve

### Interests & Experiences

#### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I grew up in Bern, Switzerland where my parents and my grandfather trained me to critically evaluate and appreciate the fine arts and to understand trends in quality. For many years, my mother owned an art gallery, which is where I learned to have a discerning eye. This skill has proven to be so helpful as I have visited museums and attended museum activities as noted elsewhere in the application.

#### Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

Please see my resume. I am also interested in classical music, having played the violin and attended numerous concerts in every city where I have lived.

[Biography\\_Marion\\_Robbboy.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

### Demographics

Marion E Meyer-robbboy

In order to consider this application and provide some balance to the various boards, this personal information is required:

**Ethnicity**

---

☒ Caucasian/Non-Hispanic

**Gender**

---

☒ Female

**If other, please describe:**

---

**Please select your age from the following list. \***

---

☒ over 55

Social worker, retired

Occupation

**Are you a Town of Chapel Hill employee?**

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☐ Yes ☒ No

---

**Ethics Statement**

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

☒ I Agree \*

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## MARION ROBBOY

Marion has been involved in the religious, cultural and civic fabric of the Triangle since she arrived here in 1992. As a volunteer at Duke University's Medical Center's Emergency Room, Marion initiated a program for patient family advocacy that continues today. For many years, she served as a board member of the Cancer Patient Support Program at Duke, on the Board of Trustees of the historic Carolina Theatre in downtown Durham and the Chamber Orchestra of the Triangle. She is active in the North Carolina Museum of Art, having co-chaired its Humber Society and is a founding member of the Museum's Friends of the Judaica Art Gallery. She is also a member of the International Council of the Israel Museum in Jerusalem. Marion has been a board member of the Freeman Center of Jewish Life at Duke University, the Durham-Chapel Hill Federation, the Chapel Hill Kehillah the Jewish Community Foundation and co-chaired the Durham-Chapel Hill Federation 2008-9 Annual Campaign. . In 2006 Marion and her husband, Stanley were the recipients of the Sarah and Mutt Evans Leadership Award. Marion is currently active in Rotary and on the Advisory Board for UNC's Center of Jewish Studies.

Marion was born in Bern, Switzerland, as the eldest of five children. She graduated from the University of Geneva's School of Social Work where she obtained her MSW. There, she married a Swiss obstetrician-gynecologist, and together shortly thereafter moved from Zurich to New York City. Marion worked as a social worker at the Bronx Municipal Hospital Center of the Albert Einstein College of Medicine in an interdisciplinary teaching program for first year medical students. While in New York, Marion chaired the school board for Temple Israel Center in White Plains and she served for many years as Vice President and as a member of its board of trustees. Following the death of her husband, she married Stanley Robboy, who is Professor and earlier the Vice-Chairman of the Department of Pathology and Professor of Obstetrics and Gynecology at the Duke University Medical Center. He is the Past President of the College of American Pathologists.

---

## Profile

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

dikki.putilin@gmail.com

Email Address

Dimitri

First Name

Putilin

Last Name

Middle Initial

311 Colony Woods Dr.

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Mobile: (919) 699-1460

Primary Phone

Home:

Alternate Phone

---

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**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 4-9 years

---

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

Cultural Arts Commission: Eligible



Question applies to Cultural Arts Commission

### Select a Seat Category for the Cultural Arts Commission \*

☒ Chapel Hill Town Resident

### Which Board is your First Choice? \*

☒ Cultural Arts Commission

### How did you find out about this opportunity? (select all that apply)

None Selected

### If you chose "Other" from the advertising opportunity listed above, please specify specify:

Peoples Academy

## Interests & Experiences

Question applies to multiple boards

### How do you describe your previous advisory board experience?

☒ Non-Chapel Hill Board Experience

### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I am a former anti-apartheid activist, immigrant and an artist both as an exhibited fine artist included in the Smithsonian catalog of African artists and a screenwriter. I have worked in marketing as a director, public relations including for two Presidents as well as three Nobel Prize winners, former diplomat, as both an artist as well as an arts coordinator - organized music and film festivals, managed an art center and repatriated South African art back to South Africa in a post-apartheid South Africa (1990 onwards).

### Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

Former Mid-level diplomat to the UN and marketing and public relations director. (See above for more details). Also the mother of a ten year old daughter.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Female

If other, please describe:

Please select your age from the following list. \*

☒ over 55

Screenwriter and Mother

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☒ Yes ☐ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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---

☒ I Agree \*

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---

## Profile

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

josh.rosenstein@gmail.com

Email Address

Joshua

First Name

Middle Initial

Rosenstein

Last Name

APT G2

Street Address

529 Hillsborough St

Suite or Apt

CHAPEL HILL

City

NC

State

27514

Postal Code

Mobile: (404) 556-5160

Primary Phone

Alternate Phone

---

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

## What district do you live in? \*

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

## If you are a Chapel Hill Resident, How long have you lived here?

☒ 1-3 years

☒ 4-9 years

---

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

Cultural Arts Commission: Eligible

Question applies to Cultural Arts Commission

**Select a Seat Category for the Cultural Arts Commission \***

---

☒ Chapel Hill Town Resident

**Which Board is your First Choice? \***

---

☒ Cultural Arts Commission

---

**How did you find out about this opportunity? (select all that apply)**

---

☒ Other (provide additional information below)

**If you chose "Other" from the advertising opportunity listed above, please specify:**

---

(was already on board)

---

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I bring the institutional knowledge and perspective from my previous experience serving on this commission would be extremely valuable. I also bring perspective as a local performing musician and comedian, show producer and open mic host- that often involves informal leadership and mentoring of new performers. I have been involved in the music and comedy scene of this town for 7 years so have a pulse/perspective on chunk of the local creative community.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

A Master of Public Administration from UNC (nonprofit management concentration with many classes in local government as well) helped develop an understanding of the values, concepts, and conventions of local government and community programs. I did research into creative economies analyzing the AEP 5 study. From my experience in the community I know a network of artists and arts professionals from the town, county and state agencies. My sense of humor is fun in meetings. Please pick me to stay on the board!

[Rosenstein\\_CV.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

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### Ethnicity \*

☒ Prefer not to Answer

### Gender \*

☒ Male

If other, please describe:

Please select your age from the following list. \*

☒ 25-34

Nonprofit Administrator,  
Comedian

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☐ No

Have you participated in the Peoples Academy?

☐ Yes ☐ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement



**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

---

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---

☒ I Agree \*

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## Josh Rosenstein

529 Hillsborough Street, Apt G2, Chapel Hill, NC 27514 · (404) 556-5160 ·  
josh.rosenstein@gmail.com

### EDUCATION

#### **Master of Public Administration**

*Expected May 2019*

Focus Areas: Local Government, Non-profit Management

*University of North Carolina-Chapel Hill, School of Government*

*Chapel Hill, NC*

#### **Bachelor of Arts in Anthropology**

*May 2011*

History Minor, President of Anthropology Society, Summa Cum Laude

*University of Georgia*

*Athens, GA*

### PROFESSIONAL EXPERIENCE

#### **Chapel Hill Doctors** Chapel Hill, NC

*Lead Front Desk*

*Sept*

*2016 - Aug 2017*

- Served as an advisor to the practice manager and wrote office policies and procedures for a medical center that housed 17 different providers and 9 different practices, each with its own distinct needs and policies.
- Wrote a new front-desk training manual for future staff.
- Assisted with new hire process and made personnel recommendations.
- Managed, trained, and worked alongside front desk staff. Oversaw the daily front desk routine and checklist.
- Performed normal front desk functions such as check-ins, check-outs, payments, and insurance verifications.
- Resolved any escalating patient complaints and customer service issues that other staff passed up to me.

#### **Haven Medical** Chapel Hill, NC

*Administrative Assistant*

*Oct*

*2014 - Aug 2016*

- Managed all communications coming into and out of an extremely busy two-doctor private medical practice via phone, email, fax, and postal mail.
- Checked patients in and out, collected payments, managed inventory, and provided excellent customer service.

#### **Dogwood Alliance** Asheville, NC

*Seasonal Canvasser & Organizer*

*May-Sept 2013*

- Worked for the development office of an environmental protection nonprofit. Went going door-to-door and stood on downtown sidewalks raising funds and awareness for an advocacy campaign.

#### **Eagle's Nest Foundation**

*2008-2013*

Eagle's Nest Foundation is an experiential education focused nonprofit that operates a summer camp (Eagle's Nest Camp) and a residential SACS- accredited semester school for 10th-graders (The Outdoor Academy).

**The Outdoor Academy** Pisgah Forest, NC

*Social Media Organizer and Faculty Member:*

*Jan-*

*May 2012, Aug 2012-May 2013*

- Maintained social media presence for the Outdoor Academy, assisted Admissions Team in contacting prospective students, answered phones, and helped with office tasks.
- Designed and taught a high school music class that focused on Folk music from the Southern United States, specifically the Appalachian Mountains. The course combined technique and repertoire with study of historical musical influences on folk music and a cultural analysis of economic and social factors influencing the music's production and consumption. Also team-taught a World History course and communicated with students' home schools for curriculum integration.
- Assisted in the planning and execution of Wilderness Trips including camping, backpacking and rock climbing.
- As Back-Up Residential Staff, oversaw dorm life during regular Residential Staff time off (supervising evening/morning routine, cooking meals, preparing snacks, giving medications).

*Resident Wilderness Educator:*

*Aug-Dec 2011*

- As sole Residential Dorm Staff with the male students, oversaw daily routine, planned & facilitated weekend campus programming.
- In campus and cabin meetings taught workshops on leadership, community, group dynamics and ethics.
- As Logistics Coordinator, submitted and processed expenditure and vehicle management forms in coordination with Program and Business Office staff.
- Wilderness Leader (see above).

**Eagle's Nest Camp** Pisgah Forest, NC

*Head Counselor & Junior Counselor Coordinator:*

*Summer 2011*

- As Head Counselor served as a support to the staff community, organizing activities for staff, setting up chore schedules, sending out notes and holding informal evaluations concerning morale and performance, facilitating and presenting at all staff and administration meetings, putting together end of summer gifts, and working daily in the office as an administrator to assist in everyday camp operations.
- Ran the leadership development program for Junior Counselors (incoming 11<sup>th</sup> & 12<sup>th</sup> Graders). Taught a course designed to instill an understanding of responsibility and competence, and to build sensitivity to the challenges of leadership and working with children within a context of Eagle's Nest's mission statement. Covered some child psychology and educational developmental theory informed by Piaget, Vygotsky, Erikson & Gardner.
- As Music Activity Head & Camp Song Leader, led the whole camp daily in singing, taught and oversaw creation of curriculum for music courses. Managed music budget, purchased materials and managed inventory. Kept the collection guitars, mandolins and

banjos strung and regularly tuned. Managed the usage of any instruments from the music building for other camp activities.

- Served as a member of the Peer Leadership Team, a group of seasonal staff charged to act as leaders among the staff community, led workshops for staff training, provided morale and instructional support, and set a positive example for new and returning staff members.

#### *Junior Counselor Coordinator and Cabin Counselor: Summer 2009 & 2010:*

- Same duties as above regarding Junior Counselor Program, Peer Leadership Team and music program.
- Served as Residential cabin staff with 10-12 year-old boys. Supervised morning and evening routine, cleanliness, and overall health and safety. Made sure campers were at the right activity areas at the right times.

#### *Cabin Counselor: Summer 2008*

- Same as above regarding residential cabin staff and music program

### **Hidden Villa Summer Camp** Los Altos Hills, CA

#### *Farm and Wilderness Camp Program Head*

#### *May-Aug 2012*

- With a Co-Program Head, managed day-to-day operation of the Farm & Wilderness component of Hidden Villa Summer Camp, a social justice and nature oriented camp in the Bay Area of California.
- Led a staff of 5 through orientation and training at the beginning of summer, regular activity and social justice reflection planning, general staff meetings, scheduling, conflict resolution, evaluations, informal check-ins and scheduling of time-off.
- Served as part of all camp management staff, attending weekly administrative meetings and reporting back to my staff.

### **Self-Employed Performing Artist**

#### *2004-present*

- Regularly perform as a Stand-Up Comedian in the Triangle Area and across North Carolina. Host of the weekly open mic at Zog's in Chapel Hill since 2014. Also toured in Australia and performed in comedy festivals in Chapel Hill, Greensboro, and Seattle.
- As a Country/Folk musician released 2 albums of original music (2007 and 2011) and toured to support each. Regularly performed local shows solo and with a band in Athens, GA while in undergrad. 3 original songs were featured in the Award-Winning Independent Film "MO." Also sang with the Around the Globe Sea Shanty Band led by Grammy Winner Art Rosenbaum.

## **COMMUNITY SERVICE**

### **Town of Chapel Hill, NC**

#### *Cultural Arts Commissioner*

2015

#### *- Present*

- The Cultural Arts Commission is an advisory board whose members are appointed by the Chapel Hill Town Council.

The Commission advises Council and the Town's Cultural Arts Office on public art programs and policies.

- Served on Panel Selection Committees for the Into the Streets, Community Art Project &

Tanyard Branch Bridge % for Art artist awards. Served as a juror for FestiFall Arts Festival Vendors for 2016 and 2017.

- Helped establish “Moxie Mic,” a Youth Open Mic project that is a collaboration between One Song Productions (a teen-run nonprofit theater company) and the Chapel Hill Teen Center.

## **PROFESSIONAL DEVELOPMENT**

- Conference Workshop Presentation: Artsplosion! A Community-Oriented View of Summer Camp Staff Development Association for Experiential Education Mid-Atlantic Conference, Radford, VA, April 2012
- Organizational Member: Americans for the Arts

---

## Profile

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## Public Records Statement

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---

☒ I Agree

astreater@gmail.com

Email Address

Annetta

First Name

Streater

Middle Initial

Last Name

11 Heather Court

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Mobile: (919) 215-0100

Primary Phone

Home: (919) 918-2037

Alternate Phone

---

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## What district do you live in? \*

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

## If you are a Chapel Hill Resident, How long have you lived here?

☒ Greater than 10 years

---

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

Cultural Arts Commission: Eligible



Question applies to Cultural Arts Commission

### Select a Seat Category for the Cultural Arts Commission \*

☒ Chapel Hill Town Resident

### Which Board is your First Choice? \*

☒ Cultural Arts Commission

### How did you find out about this opportunity? (select all that apply)

☒ Email

If you chose "Other" from the advertising opportunity listed above, please specify:

### Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I would bring to the Cultural Arts Commission a perspective that includes an understanding of the value of arts to primary education, the value it brings to well rounded learning and integrated learning for our young people. I have served on the Board of Directors for EmPOWERment, Inc, which included in its mission the development of youth of our communities. Eleven years of service on the CHCCS Board of Education will also bring a skill set and perspective about arts enrichment and the value of learning about the arts in one's community/environment. I understand the value of collaboration between community arts partners, artists and the public schools. I believe in the beauty of our community and the value the arts play in making ours a viable economy and wonderful place to live.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

My qualifications include experience with board/committee interaction and operations, strong communication skills, the ability to review applications for merit and other unique values, and the ability to develop and evaluate policies.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

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### Ethnicity \*

☒ African American

### Gender \*

☒ Female

If other, please describe:

Please select your age from the following list. \*

☒ over 55

Director of Patient Relations

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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---

☒ I Agree \*

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---

## Profile

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## Public Records Statement

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---

☒ I Agree

helena.t.wolf@gmail.com

Email Address

Helena

First Name

T

Middle Initial

Wolf

Last Name

217 Vance St

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Mobile: (303) 999-5212

Primary Phone

Home:

Alternate Phone

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Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 1-3 years

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The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

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Cultural Arts Commission: Eligible

Question applies to Cultural Arts Commission

**Select a Seat Category for the Cultural Arts Commission \***☒ Chapel Hill Town Resident**Which Board is your First Choice? \***☒ Cultural Arts Commission**How did you find out about this opportunity? (select all that apply by holding down the shift key)**☒ Internet☒ Other (provide additional information below)**If you chose "Other" from the advertising opportunity listed above, please specify specify:**

By word of mouth on campus and within UNC's City and Regional Planning Department

**Interests & Experiences****What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I study Urban Design and City Planning at UNC. I assess problems spatially: associating freedom of movement with opportunity, vibrant public realm with social capital, and community livability with 'the good life'. I'm deeply curious about how to foster community in a progressively digital, transient, secular age where everything from social media to environmental displacement upset and uproot traditional social structures. I am a critical optimist; I believe that with the right approach, community arts and programming has the power to meaningfully enrich people's lives and to prompt spontaneous encounter and exchange among community members-- the kind that builds rapport, trust, and camaraderie. My genuine interest in community and cultural programming coupled with my status as a student give me unique perspective for this position. I would love the chance to represent student interests in Chapel Hill Cultural Arts and to work toward bridging campus and community endeavors. This is something I want to be involved with because I care about the depth, quality, and diversity of community events in Chapel Hill.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I have prior experience working within both a public sector division and a social enterprise. I have community organizing experience from various campus involvements, most notably through my involvement with UNC's only student-owned and operated coffee shop 'the Meantime' and the community open-mic series that we put on. I spent an academic year living in Copenhagen, which opened my eyes to a new kind of cultural programming role for municipalities -- an experimental and stimulating brand of cultural activity that brings people together.

[Wolf\\_CV.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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## Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity

☒ Caucasian/Non-Hispanic

### Gender

☒ Female

**If other, please describe:**

**Please select your age from the following list. \***

☒ 18-24

Student

Occupation

**Are you a Town of Chapel Hill employee?**

☐ Yes ☒ No

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## Ethics Statement



## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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☒ I Agree \*

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# Helena Thue Wolf

dob: 05/07/97      p: +45 50 12 84 33

e: [helena.t.wolf@gmail.com](mailto:helena.t.wolf@gmail.com)

[www.linkedin.com/in/helena-wolf24](http://www.linkedin.com/in/helena-wolf24)

## SUMMARY

Half American, half Norwegian, from Denver, Colorado, studied in Copenhagen for the 2018-19 Academic year. Perusing a dual degree at the University of North Carolina at Chapel Hill. Focused on the intersection of urban design, sustainable development, and public policy. I care about making cities clean, safe, equitable, and vibrant places to live.

## EDUCATION

2016 - 2020	University of North Carolina at Chapel Hill, Class of 2020 <i>Environmental Studies &amp; Urban Design   Double Major</i> <i>Politics, Philosophy &amp; Economics   Minor</i> Honors Carolina, Dean's List, The Meantime Coffee Co., Carolina Think: Entrepreneurship Club, Renewable Energy Special Projects Committee, Campus MakerSpace involvement.
2018 - 2019	DIS Study Abroad in Copenhagen: Urban Design Studio CPH:DOX Documentary Film Festival Volunteer
2015 - 2016	IES La Almodena, Segundo de Bachillerato, Madrid Attained advanced Spanish comprehension and conversational fluency.
2011 - 2015	East High School, Denver, Colorado AP Scholar with Distinction, Cumulative GPA (weighted): 4.85, top 3% of 625 person graduating class.

## EXPERIENCE

July 2019	TU Delft Summer School: Urban Design with Water An intensive program that brought together 100 participants representing over 40 nationalities to learn about, to deliberate, and to practice urban design with water— an urgent and critical matter our time.
Summer 2019	BYCS Amsterdam-based social enterprise aimed at accelerating adoption of cycling and pushing the global cycling agenda via high-visibility campaigning and programming.

Summer 2018	<p>Denver International Airport Real Estate Intern</p> <p>Tasked with researching smart cities, disruptive, emergent transportation modes, and next-gen agriculture to make recommendations about how DEN Real Estate should approach sustainable development, spatial design, and land stewardship in the coming decisive years of the project.</p>
2017 - Present	<p>The Meantime Coffee Co., Barista and Café Manager</p> <p>UNC's only student-owned and operated coffee shop. We serve the Carolina community out of the Center for Social Justice on campus. Our profits are reinvested in students via scholarships and academic enrichment grants.</p>
Summer 2017	<p>Summer Career Discovery, Harvard Graduate School of Design, <i>Urban Planning &amp; Design Discipline</i></p> <p>6-week intensive studio-based program centered around sequential design intervention proposals for parcels in the Boston/Cambridge metropolitan area. Involved a studio core, daily lectures, skills workshops, and reading discussions.</p>
2013 - 2016	<p>Odd Jobs (customer-facing hostess and food service positions)</p> <p>Frozen Matter, Osteria Marco hostess, &amp; Little Ollie's food runner and hostess</p>

## VOLUNTEERING

Present	<p>Crisis Text Line</p> <p>Crisis counselor for a 24-hour hotline service available to anyone in the United States with a mobile device. CTL assists people in hot moments of crisis using an empathetic, data-driven text interface. Suicide &amp; self-harm prevention underpin CTL's mission.</p>
2013 - 2015	Reading Partners, Wyatt Academy, Denver
2013	Summer Scholars, Harrington Elementary, Denver

## SKILLS

- Microsoft Office Suite, Google Suite, & Slack
- SketchUp, InDesign, QGIS, and Esri
- Written communication (creative and professional)

## OTHER

- Dual Norwegian and American citizenship, proficient spoken Norwegian
- Advanced Spanish comprehension and conversational proficiency
- Mountains > Beach

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## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

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☒ I Agree

xilzhao@yahoo.com

Email Address

Xilong

First Name

Zhao

Last Name

210 Windhover Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (919) 357-1546

Primary Phone

Home: (919) 249-7416

Alternate Phone

Question applies to multiple boards

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**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

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Cultural Arts Commission: Eligible

Question applies to Cultural Arts Commission

## Select a Seat Category for the Cultural Arts Commission \*

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☒ Chapel Hill Town Resident

## Which Board is your First Choice? \*

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☒ Cultural Arts Commission

## How did you find out about this opportunity? (select all that apply)

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☒ Advisory Board or Council member

If you chose "Other" from the advertising opportunity listed above, please specify:

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## Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

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Promote the awareness of multicultural arts in Chapel Hill community; Promote the art creations by young generations; Promote the integration of art projects or programs with festival events, education, and community outreach in town. Bring the innovative and passionate ideas to the board and committee. For example, advocate and promote the creation of mini theme parks or gardens characterized with diversified culture, arts, science and technology, educational entertaining and relaxing environment with futuristic and historical atmosphere.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

This is my application for the 2nd term of Cultural and Art Commission. In the first term, I actively and responsively participated the regular meetings and other activities such as Varsity Theater Taskforce, selection of Transit Bus Shelter Art project, and so on. Passionate on art and multi-culture in community activities; Developed with skills in event management and interested in art design; as a core team member, responsible for LightUp 2017, 2018, 2019 festival event site design and art decorations; Personal hobbies include photography, calligraphy, gardening and travel.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Asian or Pacific Islander

### Gender \*

☒ Male

**If other, please describe:**

**Please select your age from the following list. \***

☒ over 55

Biological Scientist

Occupation

**Are you a caregiver for or identify with a disability?**

☐ Yes ☒ No

**Have you participated in the Peoples Academy?**

☐ Yes ☒ No



Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

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## Ethics Statement

### ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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☒ I Agree \*

Question applies to multiple boards

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458  
**TOWN OF CHAPEL HILL**

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

## Item Overview

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**Item #:** 19., **File #:** [21-0535], **Version:** 1

**Meeting Date:** 6/9/2021

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### Appointments to the **Human Services Advisory Board.**

**Staff:**

Sabrina Oliver, Director/Town Clerk  
Amy Harvey, Deputy Town Clerk  
Alisha Cordell, Administrative Assistant

**Department:**

Communications and Public Affairs  
  
Technology Solutions and CaPA



**Recommendation(s):**

That the Council make appointments to the Human Services Advisory Board for two seats.



**Attachments:**

- Recommendation
- Ballot
- Applications

Note: Applications submitted prior to February 20, 2018 were completed before changes were made to the application and may appear incomplete.

**MEMORANDUM**

TO: Mayor and Town Council

FROM: Carolyn Fanelli, Human Services Advisory Board Chair

SUBJECT: Recommendation for the vacancy(s)

DATE: May 4, 2021

**RECOMMENDATION:** The Human Services Advisory Board met on Tuesday, May 4, 2021 and by a unanimous vote made the following recommendation(s) to the Town Council for consideration:

- Josh Ravitch, Reappointment, Town Resident
- Katherine (Kit) Stanley, Appointment, Town Resident

**SPECIAL REQUEST(s):** No Comment

**BACKGROUND:** The Board recommends Josh Ravitch based on this reliability and experience on the board. The Board recommends Katherine (Kit) based on her interest and skills in assessing and understanding grant applications.

*Note:* Communications and Public Affairs notes that the Human Services Advisory Board reviewed the following applications: Christi Hurt, Emmy Johnson, Robert Martin, Rubi Morales, Joe-Paul Paul Naughton-Travers, Josh Ravitch, Kakki Sellars, Kit Stanley, and Danielle Zimmerman. No additional applications have been received between May 4, 2021 and June 3, 2021 for the Human Services Advisory Board.

Total Membership: 7 (The ordinance specifies that seven (7) members shall "be representative of the entire Chapel Hill community, its needs, aspirations, and values. The Board shall not be an advocacy group to lobby for or represent special interests. Members of the Human Services Advisory Board may serve as a board member or as paid or non-paid staff of a human service agency only if that agency does not apply for or receive funding from the Town.)

Current Membership: 7 (5 Female, 2 Male; 1 African American, 1 Asian or Pacific Islander, and 5 Caucasian; [0] 18-24, [1] 25-34, [4] 35-54, [2] over 55)

Upcoming Vacancies: 2

Number of Applicants: 9

**Human Services Advisory Board**  
**Please vote for up to four (4) applicants.**

_____ Christi Hurt	_____ Josh Ravitch (incumbent)
_____ Emmy Johnson*	_____ Kakki Sellars
_____ Robert Martin	_____ Kit Stanley
_____ Rubi Morales	_____ Danielle Zimmerman
_____ Joe-Paul Paul Naughton-Travers	
_____ Other; please list_____	

\*Applicant applied for more than one board.

---

## Profile

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

christihurt@gmail.com

Email Address

Christi

First Name

Hurt

Last Name

712 Bradley RD

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (919) 360-1676

Primary Phone

Alternate Phone

---

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

## What district do you live in? \*

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

## If you are a Chapel Hill Resident, How long have you lived here?

☒ Greater than 10 years

---

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

Human Services Advisory Board: Eligible

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**Which Board is your First Choice? \***

☒ Human Services Advisory Board

---

**How did you find out about this opportunity? (select all that apply)**


---

☒ Internet

---

**If you chose "Other" from the advertising opportunity listed above, please specify:**

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**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

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I come from a human services background, with extensive experience in nonprofit organizations, largely focused on anti-violence organizing, rape crisis center work, and child abuse prevention. I would be honored to support the Town of Chapel Hill in its development and support of human services and would want to do so with a lens towards racial justice and equity in all areas. My past experience in nonprofit organizations (and my Master in Public Administration degree) have educated me about local funding processes. I am reliable, enthusiastic, and hard-working.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

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I am a parent of two young people in the community, have deep ties to the University, and am an eager volunteer. My skills and experience include grantwriting, public speaking, and leading groups through complex problems to find solutions. I work in all facets of my life to create safe and healthy communities and would welcome the opportunity to volunteer with the Town.

[Hurt.Resume2021.pdf](#)

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You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**



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## Demographics

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### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Female

If other, please describe:

Please select your age from the following list. \*

☒ 35-54

Consultant

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

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☒ I Agree \*

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# Christiane Hurt

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## PROFESSIONAL SUMMARY

Career administrator and leader of high-impact nonprofit organizations and higher education units focused on violence prevention, student safety and wellness, and advocacy. Creative problem-solver, collaborator, and organizational capacity builder.

## EDUCATION

Doctorate in Public Health Leadership, the University of North Carolina at Chapel Hill  
(expected 2021)

Master of Public Administration, the University of North Carolina at Chapel Hill

- Nanette V. Mengel Communications Award
- Jane B. Preyer Scholarship

Bachelor of Arts in History, with Honors, the University of North Carolina at Chapel Hill

## EXPERIENCE

### **Margolis Healy and the Institutional Response Group at Cozen O'Connor**

#### **Vice President for Strategic Initiatives**

**September 2019 - present**

- Serve as a leader and connector across two related consulting groups focusing on K-12 school and higher education safety and security efforts.
- Provide consultation services to colleges and universities across the United States regarding Title IX policy development and implementation, interpersonal violence prevention and response efforts, and organizational development initiatives.
- Facilitate campus-wide processes to collect feedback and input in order to reimagine campus safety structures and processes in light of calls to defund and abolish police.
- Serve as a member of the Margolis Healy executive team, facilitate internal strategic planning process, manage organizational strategic initiatives and related process improvement efforts.

### **Office of the Vice Chancellor, Student Affairs, University of North Carolina at Chapel Hill**

#### **Interim Vice Chancellor**

**October 2018 - August 2019**

- Led Student Affairs, a pan-university division of 330 full-time staff, budget of \$95 million, providing comprehensive services for 28,000 undergraduate, graduate, and professional students (portfolio of 17 departments including housing and residential education, conduct, campus health, counseling and psychological services, campus recreation, student wellness, and others) during our extended transition between Vice Chancellors.
- Served as advocate and representative for Student Affairs at Chancellor's Cabinet, Provost's Leadership Cabinet, and other key leadership spaces throughout the University.
- Supervised off-campus services, development operations, and three Associate Vice Chancellors overseeing the work of Student Affairs.
- Provided leadership for campus-wide Mental Health Task Force and oversaw the integration of all wellness units in order to provide a healthy environment and seamless services for all students.

**Assistant Vice Chancellor and Chief of Staff****July 2014 - October 2018**

- Provided strategic direction and leadership for the Office of the Vice Chancellor, overseeing day-to-day operations and providing vision and coordination for growth and long-term planning.
- Served as the Interim Vice Chancellor during the Vice Chancellor's extended absence (Fall 2017).
- Facilitated division-wide Student Affairs Leadership Team, coordinating the communication and professional development of the 17 units that report through Student Affairs.
- Served as liaison to University's Equal Opportunity and Compliance Office, to ensure that all Title IX procedures and policies meet needs of students, are fair and equitable, and comply with the law.
- Led and directed all communications for the Division.
- Worked alongside Vice Chancellor for Student Affairs on University-wide initiatives, focusing on issues ranging from public safety to University-wide communications.
- Co-Chaired the Chancellor's Strategic Framework Working Group on "Modernizing Student Support" at the University.
- Co-Chaired the Curriculum 2019 Design and Feasibility Committee to examine the development of a Student Affairs Cohort, intended to focus on issues such as student mental health and overall wellness.

**School of Government, University of North Carolina at Chapel Hill****Adjunct Instructor****May 2017 - present**

- Teach 3-credit course on Nonprofit Management in the online Master of Public Administration Program.
- Teach 3-credit course on Nonprofit and Government Relationships in the online Master of Public Administration Program.

**Women's and Gender Studies Department, University of North Carolina at Chapel Hill****Adjunct Instructor****August 2015 - August 2019**

- Taught 3-credit course for 8 semesters on Leadership in Violence Prevention during which students explored the root causes of interpersonal violence, the socioecological public health model, and the seven principles of effective prevention programming while contributing service hours to community organizations.
- Received APPLES service learning course redevelopment grant to redesign the course (2016).

**Carolina Women's Center, University of North Carolina at Chapel Hill****Director****January 2013 - August 2016**

- Provided leadership and oversight to the pan-University center focused on gender equity for students, faculty, and staff. Advocated for wide range of gender-equity related issues, including violence prevention, parenting/family support, gender and diversity issues, and pay equity.
- Provided budget oversight, developed fundraising plan, coordinated with advisory board.
- Oversaw full-time and student staff. Increased center's capacity to meet the wide range of diverse campus needs.

**Interim Director****January 2012 - December 2012**

- Led the Center through a full staff and executive transition; increasing its capacity to develop innovative, campus-based programming; identifying cost efficiencies to maximize the use of Center resources.
- Worked with campus-wide Advisory Task Force to assess the Center's current strengths and needs; developed a plan to guide the Center in serving UNC students, staff, and faculty.

**Equal Opportunity/ADA Office, University of North Carolina at Chapel Hill****Interim Title IX Coordinator****May 2013 - December 2013**

- Provided oversight and leadership related to compliance with Title IX and additional laws and regulations. Developed and enhanced policies, systems, and responses across campus for students, staff, and faculty related to Title IX.
- Served as the Chair of *Title IX Policy Task Force* to develop recommendations for improving to UNC's *Policy on Prohibited Discrimination, Including Sexual Misconduct, and Harassment*.
- Oversaw all responses and investigations for cases of gender-based discrimination, harassment, and misconduct for students, faculty, and staff.
- Served as public spokeswoman for all media contacts for Title IX-related issues.
- Presented trainings, seminars, and other public presentations to the campus and community on gender-based discrimination and harassment prevention and response.

**The I6, LLC****Founder and Principal****April 2008 – present**

- Created a consulting firm to provide executive coaching, strategic planning, and organizational development support to numerous nonprofit organizations, focused especially in the violence prevention field.
- Developed statewide strategic plan, in conjunction with partner organizations such as Prevent Child Abuse North Carolina and the North Carolina Coalition Against Sexual Assault, to eliminate childhood sexual abuse.
- Developed statewide plan to implement evidence-based practices to manage adjudicated sex offenders in order to prevent recidivism.

**Washington Coalition of Sexual Assault Programs (WCSAP), Olympia, WA****Acting Executive Director****January 2006 – June 2007**

- Served as the agency's sole representative and administrator during 18-month long executive transition. Stabilized organization in preparation for new leadership.
- Successfully advocated for changes in statewide policies by working with the Legislature, Governor's Office, statewide task forces, and policy committees.
- Supervised and developed a staff of 15; budget of \$1.7 million; developed/managed state, federal, and private funding sources; oversaw all programs, products, and reporting requirements.

**Associate Director****July 2000 - January 2006**

- Successfully developed WCSAP's organizational capacity, doubling the organization's revenue and staff size within two years.
- Developed and managed human resource policies, procedures, and processes, including employee recruitment and hiring, negotiating and administering benefit packages, and evaluation/personnel development systems.

- Worked with communities to assess needs for community-specific sexual violence prevention and response services, designed service delivery models, and evaluated program success.
- Developed and oversaw \$1.7 million budget and financial reporting; negotiated, secured, and managed grants/contracts, audits, deliverables, and relationships with funders.
- Served as staff liaison to Board of Directors and major committees.
- Developed and implemented statewide and national initiatives designed to build the capacity of sexual assault coalitions.
- Managed the National Resource Sharing Project, a technical assistance project funded by the U.S. Department of Justice Office on Violence Against Women, and supervised multiple major subcontractors in their program work.
- Facilitated strategic planning processes for rape crisis centers throughout Washington State.

#### **Member Services Director**

**September 1998 - July 2000**

- Provided direct support, training, and technical assistance to executive managers in rape crisis centers across Washington regarding the statewide program accreditation process.
- Assisted rape crisis centers in developing collaborative cross-discipline working relationships, creating protocols to guide community response to sexual violence, and reaching traditionally underserved populations.
- Provided on-going management and organizational development consultation to rape crisis centers and statewide coalitions.

#### **HONORS**

- Injury and Violence Prevention Fellow, Injury Prevention Research Center, University of North Carolina at Chapel Hill, 2019-2021
- Order of the Golden Fleece, Inducted May 2015. Member of the University of North Carolina at Chapel Hill's oldest and highest honorary society.
- Margaret Henderson Award for Service and Self-Care, Orange County Rape Crisis Center, 2014.
- Village Pride Award, Chapelboro.com, May 7, 2013

#### **PUBLICATIONS**

Hurt, Christi; Grady, Melissa D; Bolder, Tess; Cronin, Kelli; Vidrine, Sarah; and Socia, Kelly M. How Background Related to Perceptions of Child Sexual Abuse Prevention and Policies Related to Individuals Convicted of Sex Crimes. *Criminal Justice Policy Review*, 09/2019, Volume 31, Issue 7, pages 1059-1094.

Hurt, Christi; Grady, Melissa D; Bolder, Tess; Cronin Kelly; and Vidrine, Sarah. The State of the State: Childhood Sexual Abuse Prevention Efforts in North Carolina. *Sexual Addiction and Compulsivity*, 07/2015, Volume 22, Issue 3, pages 222-248.

#### **VOLUNTEER SERVICE**

Center for Child and Family Health, Board Member  
UNC Horizons Program, Advisory Board Member  
Dispute Settlement Center, Volunteer

Fall 2019 - present  
Fall 2019 - present  
January 2020 - present



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## Profile

Whenever possible, applications should be submitted prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

emmyjohnson211@gmail.com

Email Address

Emmy

First Name

Johnson

Last Name

201 Conner Dr

Street Address

Apt 12

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (301) 741-6209

Primary Phone

Home:

Alternate Phone

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Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 1-3 years

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The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

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Human Services Advisory Board: Eligible

Question applies to Justice in Action Committee

**Select a Seat Category for the Justice in Action Committee \***

☒ Chapel Hill or Carrboro planning jurisdiction

**Which Board is your First Choice? \***

☒ Justice in Action Committee

**How did you find out about this opportunity? (select all that apply by holding down the shift key)**

☒ Internet

**If you chose "Other" from the advertising opportunity listed above, please specify specify:**

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I am a white, nonbinary, queer social worker who works with folks with eating disorders. I bring a nonbinary, trans, and queer perspective, as well as a social work perspective. Justice is key in my personal and professional ethics, and I very much want to be able to support my community in pursuing just and equitable policies in our local governance. I take particular interest in mental health service access, LGBTQ+ survival and community, and anti-racist work.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I spend multiple years working with the Orange County Rape Crisis Center. I attended both undergrad and grad school at UNC-Chapel Hill. My senior capstone for Public Policy was to monetize Carrboro's affordable housing goals, and through that my group also spent time thinking about the importance of the Northside neighborhood and ensuring that people in that neighborhood get to stay there. I'm an empathetic listener, great at math, solid at statistics, interested in data being used to help (and not harm), mediocre Spanish speaker (though I keep trying), and a thoughtful, deeply ethical person.

[resume.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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## Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity

---

☒ Caucasian/Non-Hispanic

### Gender

---

☒ Nonbinary or third gender

If other, please describe:

---

Please select your age from the following list. \*

---

☒ 25-34

Social worker

Occupation

Are you a Town of Chapel Hill employee?

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☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

☒ I Agree \*

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**EMMY JOHNSON, MSW, LCSWA**

201 Conner Dr, Apt 12, Chapel Hill, NC, 27514  
 301-741-6209 \* [EmmyJohnson211@gmail.com](mailto:EmmyJohnson211@gmail.com)

**EDUCATION****University of North Carolina at Chapel Hill***Master of Social Work**May 2019*

- Direct Practice Specialization.

*Bachelor of Arts**December 2015*

Double Major: Public Policy, Women's and Gender Studies. GPA 3.759

- Recipient of the Mary Turner Lane Award in Women and Gender Studies for Capstone project *"It Just Wears": Gender Presentation Negotiation for Trans and Gender Non-Conforming People*
- Public Policy Capstone Project: *Monetizing the Affordable Housing Goals for the Town of Carrboro*
- **Study Abroad:** SIT Chile: Comparative Education and Social Change, Fall 2014.
  - Final Project: *Rape and Family Violence: Laws and Resources in Santiago*

**LICENSURE***License Clinical Social Worker Associate, License number Po13406***EXPERIENCE****Carolina House Eating Disorder Treatment Center***Clinical Psychotherapist**May 2019-present*

- Manage caseload of 4-8 patients, including providing individual psychotherapy, family therapy, case management and discharge planning, at residential, partial hospitalization, and intensive outpatient levels of care.
- Facilitate weekly DBT therapy groups.
- Facilitate weekly LGBTQ+ community eating disorder support group.
- Present and advise on multidisciplinary teams twice weekly to coordinate individualized care.
- Manage and report on outcomes as measured by the Eating Disorder Inventory-3.

*MSW Intern**August 2018-April 2019*

- Facilitate weekly therapy groups, providing structure and activities for patients in Expressive Arts group, Interpersonal Process group, and Relapse Prevention group.
- Provide weekly individual psychotherapy to residents using DBT and Acceptance and Commitment Therapy (ACT) principles.
- Document interactions between therapist and patient and groups clearly and effectively.
- Present and advise on multidisciplinary teams twice a week to coordinate individualized quality and transgender-inclusive care.

**Carolina Partners in Mental Healthcare, PLLC**

*Gender and Sexual Diversity Initiative (GSDI) Program Coordinator*  
*Program Assistant*

*November 2018-present*  
*August 2017- November 2018*

- Update and maintain the GSDI Resource List, including updating information for providers on the list and adding new providers as needed. Receive feedback from community members, contact providers about feedback, and remove providers in accordance with ethical guidelines and judgment.
- Create and edit 10 hour Lesbian, Gay, Bisexual, Transgender, Queer/Questioning (LGBTQ+) Provider Trainings, including the presentations and handouts, in collaboration with the team.
- Facilitate trainings, prepare materials, coordinate logistics, assist with promotion, and follow up with attendees of trainings.

*MSW Intern*

*October 2017-April 2018*

- Provided weekly and biweekly individual psychotherapy to transgender clients using principles of ACT, DBT, and Relational-Cultural Therapy.
- Provided case management services, including coordinating healthcare appointments.
- Coordinated services between private practice, Child Protective Services, and a public hospital to ensure best care for a client through proper assessment.

*Assistant to the Psychotherapy Director*

*February 2017-August 2017*

- Conducted initial screenings of all psychotherapist applicants, including resume review and licensure look up, to determine if they fit standards for first interview.
- Maintained the Psychotherapy Director's schedule, including scheduling interviews, outreach to therapists within the practice, trainings, and evaluations.
- Organized weekly peer supervision lunches, took minutes, and followed up on any questions.
- Updated and maintained the trans-affirmative provider resource list for the Gender and Sexual Diversity Initiative (GSDI), including connecting with providers and community organizers. Maintained a record of feedback around providers in regards to their ability to provide trans-competent care.
- Assisted in the development of a GSDI training series for providers on working with trans clients, including editing trainings, arranging logistics for trainings, and miscellaneous tasks.

**Orange County Rape Crisis Center, Chapel Hill, NC**

*Crisis Response Assistant (paid position)*

*July 2016-November 2016*

- Provided direct services to Center clients through 24-hour crisis hotline and conduct follow-up with clients as appropriate and necessary.
- Provided assistance, support and training to on-call volunteers.

*Support Group Facilitator (volunteer)*

*Spring 2017*

- Facilitated LGBTQ+ survivor support group of 5 participants with one co-facilitator.
- Planned sessions in accordance with group interests around topics of anger, shame, sexuality, identity, and safety, and follow up with clients as needed.

*Companion (volunteer)*

*September 2013-May 2017*

- Assisted clients through crisis over the phone or at the hospital through active listening, safety assessment, and advocacy.
- Provided crisis, trauma-informed support at events relating to sexual violence.



**Rape Prevention Education Intern (volunteer)***Spring 2015*

- Created model for a longitudinal study of middle school sexual violence prevention program.
- Analyzed and updated student surveys used for data collection.

**Youth Trans Discussion Group, LGBT Center of Raleigh, Raleigh, NC***Adult Facilitator (volunteer)**June 2016-July 2017*

- Facilitate discussion amongst trans teenagers
- Assist youth leaders in planning and preparation

**Townsend, Bertram, and Company***Sales Associate**May 2016-present*

- Provided training at staff meeting on making the shop more trans-affirmative.
- Proposed and organized voter registration drive within the shop.
- Assist customers in finding and choosing gear appropriate for their needs

**Department of Housing and Residential Education, UNC, Chapel Hill, NC***Residential Advisor**Fall 2015*

- Organized events in order to create community amongst residents
- Used events, information, and individual interactions to promote safe and inclusive environment.
- Multicultural Advisor: presented trainings on privilege and oppression, identity, queer and trans 101, and mental health to other Residential Advisors

**Sanborn Western Camps, Florissant, CO***Camp Counselor**Summer 2014*

- Led backpacking and horse-riding overnight trips
- Supervised everyday activity in a cabin of nine children
- Planned and led daily programs

**House Budget Committee Democratic Staff, Washington, DC***Intern**Summer 2013*

- Researched policy-relevant information and wrote memos for staff
- Attended hearings and meetings in the stead of staff
- Answered telephones, created binders, and assisted in other office tasks

**SKILLS, CREDENTIALS AND AWARDS**

- Spanish, Conversational. "Spanish for Medical Professionals" Class 2019
- Certified Wilderness First Responder, Wilderness Medicine Institute, 2016
- Recipient of the Mary Turner Lane Award in Women and Gender Studies for Capstone project *"It Just Wears": Gender Presentation Negotiation for Trans and Gender Non-Conforming People*. 2015
- Support Group Facilitation Training course, Orange County Rape Crisis Center, 2015
- Certified Stewards of Children, Darkness to Light, 2014
- Programming: Stata, Java, Excel

## PROJECTS AND PRESENTATIONS

- HEAL Conference on Eating Disorders, 2019, Asheville, North Carolina. Keynote presentation: “Gender-Inclusive Residential Treatment: Breaking the Treatment Binary” with Dr. R. Porter. Also presented at Southern Trans Health and Wellness Conference March 2019 with same.
- Townsend Bertram and Company, 2019, Carrboro, North Carolina. Workshop presentation: “Making TBC Trans-Affirmative.”
- Philadelphia Trans Wellness Conference, 2018, Philadelphia, Pennsylvania. Workshop presentation: “Self-Disclosure and Location of Self as a Nonbinary Mental Health Practitioner” with R. Dooley, K. Russell, and D. Whicker.
- Sex Down South, 2016, Atlanta, Georgia. Workshop presentation: “Does Yes Always Mean Yes? Navigating Consent Through a Trauma-Informed Lens.” Created with C. Zimmerman.
- St. Joseph’s Episcopal Church, 2017, Durham, North Carolina. Workshop presentation: “Responding Faithfully to Mental Health Crises in Our Community” with R. Jodrey.
- Public Policy Capstone Project: *Monetizing the Affordable Housing Goals for the Town of Carrboro*

## OTHER EDUCATION

- “It’s a Bird, It’s a Plane, It’s a Huge Grant Award! How to Become a Grant Writing Super Hero” Grant Writing Survival School 5 hour workshop at SHIFT NC Conference. By Dr. Paul McKenzie. May 2018.

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## Profile

Question applies to multiple boards

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---

☒ I Agree

robert@oxleycapitalmgmt.com

Email Address

Robert

First Name

Martin

Last Name

Middle Initial

1117 Village Crossing Drive

Street Address

Suite or Apt

Chapel Hill

City

NJ

State

27517

Postal Code

Home: (609) 435-0730

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 0-12 months

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

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Human Services Advisory Board: Eligible

Question applies to multiple boards

## Which Board is your First Choice? \*

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☒ Human Services Advisory Board

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## How did you find out about this opportunity? (select all that apply)

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☒ Internet

If you chose "Other" from the advertising opportunity listed above, please specify:

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## Interests & Experiences

Question applies to multiple boards

## What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

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Throughout the years, I've acquired insight into the operation and culture of more than 20+ countries in Europe and Asia, as well as numerous states within the United States. This experience has given me a unique perspective as to the effectiveness of particular policies and decisions; I've spent considerable time volunteering in the Philippines, coming to see a different side of poverty and the lack of services. On the other hand, I have spent time in Germany, Serbia, the United Kingdom and much more, considering an angle to human rights and services that differ from that of the United States. What I offer is a diverse and broad outlook, in correlation with my ability to fine tune my perspective to the particular objective, to provide a meaningful and direct input that would reflect utmost logic and understanding for all parties and people involved.

Question applies to multiple boards

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

Currently, I am a managing partner at Oxley Capital Management, a Registered Investment Advisor firm located in North Carolina and New Jersey; I possess my Series 65 law license and life insurance license. In regards to education, I'm attending the American College of Financial Services to become a Chartered Financial Consultant and have completed much of my coursework. Additionally, I operate a software start-up called Moxley, where I aim to bring institutional money management strategies to the fingertips of the common investor/retiree on their iPhone and Android; I'm working with software engineers in Silicon Valley as well as other Investment Advisor Representatives located in NJ and NC.

Question applies to multiple boards

[Resume-Robert-Martin.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Male

If other, please describe:

Please select your age from the following list. \*

☒ 18-24

Investment Advisor  
Representative

Occupation

**Are you a caregiver for or identify with a disability?**

☐ Yes ☒ No

**Have you participated in the Peoples Academy?**

☐ Yes ☒ No

## Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

### Ethics Statement

Question applies to multiple boards

#### ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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☒ I Agree \*

Question applies to multiple boards

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# Robert Martin

North Cape May, New Jersey, United States



robert@oxleycapitalmgmt.com



6094350730



[linkedin.com/in/robert-martin-4bb612113](https://www.linkedin.com/in/robert-martin-4bb612113)

## Summary

- Built firm's internal processes and systems to enhance productivity of advisors.
- Conceptualized and integrated performative training and app developments based on observed deficiencies in the advisor/client relationship.
- Acquired \$4 million in assets within 1 year and anticipate doubling production output each year for the next 5 years by using innovations.
- Led team of top software engineers to initiate app development for major project.

## Experience



### Partner

Oxley Capital Management

Jun 2020 - Present (4 months +)

### *Ocm* Investment Advisor Representative

Oxley Capital Management

Feb 2018 - Present (2 years 8 months +)

[Oxley Capital Management is a Registered Investment Advisor firm principally located at 601 Townbank Road, North Cape May, NJ 08204. Robert C. Martin is an Investment Advisor Representative of OCM.]

OCM is an Investment Advisor firm composed of financial advisors who specialize in comprehensive planning. Each financial advisor carries a Series 65 license, permitting them to manage assets for their clients. Because of their license, they are mandated to act with prudence and client trust underneath the highest standards applicable to financial law.

Although permitted to manage assets for clients, our firm focuses on planning. We utilize engagements in all domains financial planning: including retirement, investment, estate/legacy, business ownership, risk management & insurance and tax evaluation planning.

Our plan design is a sophisticated approach employed by a case design team. For investment strategies and trading, we utilize professional money manager subsidiaries. With our money managers, we collectively manage more than \$80 billion dollars. Because of our affiliation with Regus Office, the scope of our service extends to more than 150 locations in 20 countries.

Although investment strategies and management are delegated to professional subsidiaries underneath OCM, we operate the nation's foremost Option's Trading Program. Operated and led by Ted Friel, an affiliate listed with Bloomberg Business Week, we now trade in-house as one of perhaps five programs in the United States.

Our comprehensive plan framework was designed by CEO John Oxley upon discovering the disadvantages many clients faced when dealing with single/multi-purpose brokers. To help improve the client experience, we now coordinate all activities underneath one roof.



## CEO

### Bit Investment & Equipment Solutions

Dec 2016 - Jan 2018 (1 year 2 months)

Bit Investment & Equipment Solutions was a start-up I founded in Los Angeles. I intercepted a trend for bitcoin mining machines directly before the bitcoin boom; a period of time when bitcoin's price increased from \$3,000 to \$17,000.

When a bitcoin transaction occurs online, it is recorded to a program called Blockchain. Essentially, blockchain is the comparative of a bank's general ledger. However, with this difference: each electronic transaction is encrypted to hedge the risk of it being hacked. The approval of each transaction requires a process called hashing: an algorithm is used to translate the encryption and provide an output that exacts the numerical value to be transferred between parties.

Blockchain requires individuals to sort through and decipher each transaction. For doing so, they would be rewarded a percentage of the transaction's value. This requires a bitcoin mining machine. These machines are composed of ASIC graphic chips that have the power to translate and hash complex encryptions.

My company sold these machines and became the first retailer of a multi-million dollar industry. At the time, 100% of market share belonged to the only wholesaler Bitmain Industries. After discovering this opportunity via trend charts, I innovated and crafted a user friendly online portal to sell these machines. I acquired market share by crafting better customer services than our competitor Bitmain.

At first, we retained most of the market share, producing \$5,000 to \$7,000 in profit per day. After a year or so, the market became heavily saturated with other retailers. Most of our market share became soaked up, and without the capabilities to scale the business, we divested and entered the market of bitcoin investments. Soon after, I left to work for Oxley Capital Management. Here, I aspire to grow and learn more about the management of capital to enhance the lives of other professionals.



## Sales Professional

### SunDoc Filings

2016 - 2017 (2 years)

- Meet with/or call leads to develop an understanding of needs.
- Organize client data to assist sales development.
- Develop proposals tailored to client needs.
- Acquire referrals and build pipeline.



## Sales Manager

### GNC

2014 - 2016 (3 years)

- Understand and assist customer nutritional needs.
- Track daily sales using statistical measures.
- Manage store opening and closing.
- Handle shipment invoices and deliveries.

- Participate in and lead conference calls.

## Education



### **The American College of Financial Services**

Financial Planning and Services

2020 - 2020

The CHFC (Chartered Financial Consultant) professional designation represents the completion of comprehensive coursework consisting of financial education, examinations and practical experience. To qualify for such a designation, the recipient must have at least 4 years of work related experience.

Areas of study include:

Investment Planning

Insurance Planning

Estate Planning

Tax Planning

Retirement Planning

Education Planning

Financial Planning: process and environment

Behavioral Finance

Business Considerations

Special Circumstances



### **Atlantic Cape Community College**

Liberal Arts, Liberal Arts and Sciences/Liberal Studies

2016 - 2018

## Licenses & Certifications



### **Series 65 - FINRA**

CRD: #7073023



### **Life Insurance - NJ Department of Banking and Insurance**

## Skills

Investment Management • Public Speaking • Client Relations • Investment Strategies • Marketing • Portfolio Management • Financial Analysis • Recruiting • Financial Advisory • Financial Markets

## Honors & Awards



### **Accommodated for Customer Service - Vice Present**

2015

2X accommodated by Vice President of GNC for excellent customer service

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## Profile

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---

☒ I Agree

rmorales@elcentronc.org

Email Address

Rubi

First Name

A

Middle Initial

Morales

Last Name

1660 MLK JR BLVD

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Primary Phone

Alternate Phone

---

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## What district do you live in? \*

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

## If you are a Chapel Hill Resident, How long have you lived here?

☒ Greater than 10 years

---

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## Which Boards would you like to apply for?

Human Services Advisory Board: Eligible

**Which Board is your First Choice? \***

☒ Human Services Advisory Board

**How did you find out about this opportunity? (select all that apply)**

☒ Email

**If you chose "Other" from the advertising opportunity listed above, please specify:**

---

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I will bring the perspective of a Latinx community

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I will be happy sharing how is been an immigrant in this community. I like yo hear opinión and give back, I'm been working as CHW with El Centro Hispano for the past year, and I would love to be able to share experience that I heard in the latino community.

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You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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**Ethnicity \***

---

☒ Hispanic**Gender \***

---

☒ Female**If other, please describe:**

---

**Please select your age from the following list. \***

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☒ 25-34

---

**Health Promoter**Occupation**Are you a caregiver for or identify with a disability?**

---

☐ Yes ☒ No**Have you participated in the Peoples Academy?**

---

☐ Yes ☒ No**Are you a Town of Chapel Hill employee?**

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☐ Yes ☒ No

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**Ethics Statement**



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---

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---

☒ I Agree \*

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

☒ I Agree

joepaulnt@me.com

Email Address

Joe-paul

First Name

Paul

Middle Initial

Naughton-travers

Last Name

6457 Moinear Lane

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (908) 963-3676

Primary Phone

Home:

Alternate Phone

---

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Orange County (Not Chapel Hill limits ETJ or JPA)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 1-3 years

---

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

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Human Services Advisory Board: Eligible

Question applies to Planning Commission

### Select a Seat Category for the Planning Commission \*

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☒ Chapel Hill Resident

Question applies to multiple boards

### Which Board is your First Choice? \*

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☒ Human Services Advisory Board

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### How did you find out about this opportunity? (select all that apply)

---

☒ Email

If you chose "Other" from the advertising opportunity listed above, please specify:

---



---

## Interests & Experiences

Question applies to multiple boards

### How do you describe your previous advisory board experience?

---

☒ Little or No Experience

Question applies to multiple boards

### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

---

I have over 20 years experience in management consulting in health care - specifically behavioral health, intellectual and developmental disabilities, and family and children's services. My work is on the management side, although I'm trained as a masters level mental health clinician. Much of my work involves service planning and expansion, mergers and acquisitions, and a great deal of strategic planning. I bring the perspectives of both a seasoned health care advocate and consultant as well as that of an executive planner.

Question applies to multiple boards

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

Masters in Counseling Psychology (EdM, Boston University) 24 years experience in health care management consulting and planning

Question applies to Planning Commission

**Do you have special interest, experience, or education/training in city planning, design field, environment, housing, transportation or related fields? If yes, please explain.**

I have no specific experience in city planning, but am an active advocate for appropriate community planning.

Question applies to multiple boards

[Joe Naughton-Travers Ed.M. OPEN MINDS.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Male

**If other, please describe:**

**Please select your age from the following list. \***

☒ over 55

Health Care Management  
Consulting

Occupation

**Are you a caregiver for or identify with a disability?**

☐ Yes ☒ No

Have you participated in the Peoples Academy?

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☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

---

☐ Yes ☒ No

---

## Ethics Statement

Question applies to multiple boards

### ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

☒ I Agree \*

Question applies to multiple boards

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## Joe Naughton-Travers, Ed.M.

**Senior Associate**

[jnt@openminds.com](mailto:jnt@openminds.com)

**(p)** 717-334-1329

**(f)** 717-334-0538

Gettysburg, Pennsylvania

### Expertise

Strategic planning and metrics-based management

Technology selection, contract negotiations, and operational implementation

Electronic health record keeping system implementation and reporting optimization

Strategic alliances, mergers, and acquisitions

### Highlights

Vice President, Hill Associates

Business Administrator, Universal Health System facility

Assisted numerous health care and social service organizations with information system design, development, and implementation

Expertise in operations improvement and OIG and HIPAA compliance

### Recent Initiatives

Joe Naughton-Travers, Ed.M. has more than 30 years of experience in the health and human service field. During his tenure as a Senior Associate with *OPEN MINDS* since 1998, he has served as lead of dozens of client initiatives, served as editor of *OPEN MINDS* publications, and is the author of many groundbreaking articles and presentations.

Mr. Naughton-Travers brings to *OPEN MINDS* a broad range of experiences in private and public sector delivery of behavioral health and social services. He started his career as a behavioral health clinician, working in both child welfare and community mental health clinic settings. Subsequently, Mr. Naughton-Travers held a senior business operations management position for a psychiatric hospital system and its community mental health clinics. Later, he was vice president of a firm specializing in information systems and billing and receivables management for community-based mental health programs.

Since joining *OPEN MINDS*, Mr. Naughton-Travers has developed business solutions for provider and professional organizations, state and county government, technology companies, and venture capital firms. For the past decade, over half his consulting practice has focused on aiding organizations in technology selection and implementation, including all aspects of strategic technology planning, functional specifications development, request for proposal development, vendor selection, and contracting.

He has written numerous articles, including “Winning the Human Resource Wars: Tried, True and New Strategies for Behavioral Health and Social Service Organizations,” “Five Pillars of Management Competency,” “Data Driven Decision Making: Moving to an Organizational Measurement Culture,” “Survival of the Smartest: What is Your Organization’s Information Literacy IQ?,” and “Strategic Human Resource Management: Aligning Compensation with Employee Performance and Organizational Strategy.” Mr. Naughton-Travers is also a nationally recognized speaker, having conducted hundreds of executive and professional executive training events around the nation.

Mr. Naughton-Travers received his Bachelor’s degree from Miami University of Ohio and his Masters’ of Education in Counseling Psychology from Boston University.

## Latest Resources

### Tomorrow's Success Demands Today's Leadership – A Lesson From Gettysburg

*EXECUTIVE BRIEFING* | September 30, 2017

This week we wrapped up The 2017 OPEN MINDS Executive Leadership Retreat where I had the opportunity to hear about...

### Disruption (& Strategic Planning) Come To The I/DD Space

*EXECUTIVE BRIEFING* | September 26, 2017

Greetings from Gettysburg and the first day of our 2017 OPEN MINDS Executive Leadership Retreat! Yesterday, my colleague and OPEN...

### When ‘Being Acquired’ Is The Best Financial Move

*EXECUTIVE BRIEFING* | July 7, 2016

How do you know if your organization doesn’t have the resources (financial resources, executive talent, access to markets, etc.) to be sustainable...

### Contact

### Corporate

### Helpful Links

### Legal



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## Profile

Question applies to multiple boards

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---

☒ I Agree

ravitchj@yahoo.com

Email Address

Josh

First Name

Ravitch

Last Name

402 Old Larkspur Way

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (919) 624-7599

Primary Phone

Alternate Phone

Question applies to multiple boards

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**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

### Which Boards would you like to apply for?

---

Human Services Advisory Board: Eligible

### Which Board is your First Choice? \*

---

☒ Human Services Advisory Board

---

### How did you find out about this opportunity? (select all that apply)

---

☒ Advisory Board or Council member

If you chose "Other" from the advertising opportunity listed above, please specify:

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## Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

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As a longtime resident of Chapel Hill, I have a vested interest in seeing that the town thrives, and that all residents share in our success. I have an abundance of experience with planning and executing complex plans, based on many years of experience as a project coordinator in the pharmaceutical industry. I also have a lot of experience volunteering on and leading boards of nonprofits, as well as being a past Chair of the Chapel Hill Human Services Advisory Board.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

As a long-time volunteer in the Chapel Hill nonprofit world, I am very familiar with many of the agencies that come before the HSAB. During my past HSAB experiences, I was publicly acknowledged on multiple occasions for providing advice and suggestions to agencies during their hearings that helps them improve their agency performance over time, not only in the HSAB process, but in their daily operations. I bring value to the HSAB process over and above reviewing and approving grant applications.

[josh\\_ravitch\\_cv\\_2017.doc](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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## Demographics

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### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Male

If other, please describe:

Please select your age from the following list. \*

☒ over 55

Nonprofit consultant

Occupation

Are you a caregiver for or identify with a disability?

☒ Yes ☐ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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☒ I Agree \*

Question applies to multiple boards

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## **JOSHUA RICHARD RAVITCH**

402 Old Larkspur Way, Chapel Hill, NC 27516

Tel: 919-624-7599 (mobile)

Email: [ravitchj@yahoo.com](mailto:ravitchj@yahoo.com)

Citizenship: USA

### **Executive Summary**

I have a deep understanding of the need for small business organizations to constantly be aware of daily issues while simultaneously planning for future direction of the organization. My broad experience includes helping organizations with program assessment; strategic planning; facilitation of team activities; marketing; identifying and remedying organizational dysfunction; multi-tasking between leadership roles; accreditation; and budgeting. In addition, I recently led boards of several nonprofit and governmental agencies, including as Chairman of the Human Services Advisory Board of the town of Chapel Hill, and President of the Kehillah Synagogue.

### **Selected Professional Experience**

Meals on Wheels of Durham Inc (consultant) (2012)

- A mathematical model was researched and developed, and simulations of business options conducted, to help the executive director and board understand different scenarios that may unfold as they move forward in their plans to expand their customer base.

Durham-Chapel Hill Jewish Federation (consultant) (2009-2010)

- Created customized performance measures and strategically analyzed programs for nonprofit organization to maximize efficient use of limited resources. Use of these measures saved the organization over \$20,000 annually and allowed redeployment of over 600 hours of staff time annually to more valuable programs. Determined in an objective, quantifiable manner which programs were attractive to the customers and made good use of donor money and staff resources, and which programs should be considered for modification, deferral, or sharing with other agencies. These efforts led to improved efficiency and staff development opportunities.

The ArtCenter (consultant) (2011)

- Created customized performance measures to strategically analyze programs for nonprofit organization. The pilot phase of the analysis has led the organization to modify some programs and to consider strategically reorganizing other sets of programs. Used program performance data to help the organization create SMART goals for their staff.

GlaxoSmithKline and predecessor companies, Research Triangle Park, NC, USA (1984-2009)

- Designed, facilitated, and managed efforts of multidisciplinary teams studying properties of drug candidates.
- Prepared and executed customized drug development strategic plans for sequence and timing of studies from early development through regulatory submissions and post-approval.
- Set priorities. Allocated human, facility, and equipment resources. Developed and maintained project budgets and timelines.

### **Education**

- Graduate work in Biochemistry at the University of Pittsburgh, Pittsburgh, PA. *Aspects of ergosterol biosynthesis in the fungus *Penicillium brevicompactum*.* Completed Masters research.
- Bachelor of Science in Biology at the University of Pittsburgh, Pittsburgh, PA. Graduated cum laude.

### **Community Service Leadership**

- Recently served as President of the Board of the Kehillah Synagogue, including supervising senior staff, overseeing a budget of approximately \$900,000, chairing committees and subcommittees, recruiting new members, leading strategic and tactical planning processes, facilitating and advocating for organizational events. Under my active guidance, overall membership increased by greater than 10%; we hired an Education Director with outstanding professional credentials who has grown the school; and we opened a full-day, state licensed preschool program that achieved a 5-star rating less than a year after opening. Nominated to serve again, this time as co-President, with new term to start May 15, 2016.
- As Chair of Human Services Advisory Board of Chapel Hill, North Carolina, my duties included alerting the town council to changes in human service needs in Chapel Hill, helping ensure that town citizens receive services to which they are entitled, coordinating delivery of human services with other agencies, and advising the town council of human service funding needs. Currently serve as a member of this committee.
- Served on Board of Directors of Executive Service Corp of the Triangle, a nonprofit organization that provides expertise from retired executives to nonprofit organizations, particularly in organizational development, strategic and financial planning, and facilitation of a wide variety of communication and organizational issues.
- Past treasurer of Sycamore Preschool and co-chair of Victory Village Daycare Center finance committee, managing budgets of approximately \$1,000,000 for each organization.



- Served as Guardian ad Litem of Orange County courts investigating alleged cases of child abuse and neglect, requiring expertise in timely, focused investigative work, excellent oral and written communication skills, and ability to testify convincingly under oath in court.

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## Profile

Question applies to multiple boards

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## Public Records Statement

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---

☒ I Agree

kakki.glover@gmail.com

Email Address

Kakki

First Name

Sellars

Last Name

407 Thornwood Road

Street Address

Suite or Apt

CHAPEL HILL

City

NC

State

27517

Postal Code

Mobile: (872) 214-1409

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

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**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 1-3 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

---

Human Services Advisory Board: Eligible

Question applies to multiple boards

### Which Board is your First Choice? \*

---

☒ Human Services Advisory Board

---

### How did you find out about this opportunity? (select all that apply)

---

☒ Email

If you chose "Other" from the advertising opportunity listed above, please specify:

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## Interests & Experiences

Question applies to multiple boards

### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

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I have always been drawn to assisting those in need in whatever way I can. This is one of the things that led me to study psychology and school counseling. I feel my background working with students both in the US and abroad helps me to bring an open-minded and empathetic approach to the human services advisory board.

Question applies to multiple boards

### Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

---

I also have experience as an administrative assistant. I am extremely organized, a quick learner and can multi-task well. I also speak a little Spanish (pre-intermediate) and am currently studying to learn more.

Question applies to multiple boards

[Kathryn Sellars Resume 2020.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

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### Ethnicity \*

☒ Other

### Gender \*

☒ Female

If other, please describe:

Caucasian and Hispanic

Please select your age from the following list. \*

☒ 35-54

Stay at home mom

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

---

## Ethics Statement

Question applies to multiple boards

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## Kathryn Sellars

872-214-1409

kakki.glover@gmail.com

407 Thornwood Road, Chapel Hill, NC 27517

### Experience

#### **ADMINISTRATIVE ASSISTANT, ZS ASSOCIATES, INC.**

##### **CHICAGO, IL – AUGUST 2015 - SEPTEMBER 2016**

- As lead administrative coordinator for one of the company's largest clients, duties included:
  - On-boarding new team members on client's vendor management portal, submitting business proposals on client's portal within client's set timeline, and assisting project teams with tracking and reconciliation of project budget
- Supported a large group of senior executives, duties included:
  - Scheduling meetings and resolving conflicts for senior members of the team
  - Domestic and international travel logistics including applying for required visas
  - Scheduling audio, video and web meeting services using WebEx, Huddle, and InterCall
  - Processing and tracking expense reports in a timely manner in SAP

#### **SCHOOL COUNSELOR, UNO ROGERS PARK HIGH SCHOOL**

##### **CHICAGO, IL – AUGUST 2013 - APRIL 2015**

- As sole founding counselor, created a structured counseling program encompassing social emotional learning as well as college and career preparation for all students
- Worked closely with at risk students, tracking academics and attendance and providing individual and family counseling
- Counseled students on a variety of issues including depression, anxiety, suicidal thoughts, sexual abuse, self-esteem, conflict resolution, family and peer relationships, and more
- Developed an advisory program for all students covering topics such as time and money management, test preparation, study skills, and including a large anti-bullying component
- Led small groups focusing on mindfulness and stress relief, mediated peer conflicts, and successfully handled crisis situations

#### **SCHOOL COUNSELOR & RESIDENTIAL COORDINATOR, AMERICAN PACIFIC**

##### **INTERNATIONAL SCHOOL**

##### **CHIANG MAI, THAILAND – JULY 2011 - JUNE 2013**

###### High School Counselor

- Created an organized counseling program including individual counseling and classroom guidance
- Designed and implemented a formalized college counseling process, coordinated presentations from university representatives, developed curriculum and taught a university preparation course
- Guided students in regard to course selection, four-year plans, and college and career exploration
- Co-led small groups for students focused on goal-setting, time management and coping skills

###### Residential Coordinator

- Managed the residential program for the high school boarding students, including the training and supervision of four staff members, leading weekly meetings, and setting the schedule
- Led house meetings with the students to create a democratic atmosphere and resolve conflicts
- Planned recreational and educational activities for students as well as community service opportunities



**ENGLISH TEACHER, MAEWON HIGH SCHOOL****SUWON, SOUTH KOREA – FEBRUARY 2009 - FEBRUARY 2011**

- Created all lesson plans and interactive supplementary materials
- Taught all 10th and 11th grade students and led a weekly workshop for the English faculty
- Maintained consistent classroom discipline and a warm rapport with my students

**SCHOOL COUNSELOR, GRAYSON HIGH SCHOOL****LOGANVILLE, GEORGIA – JUNE 2007 - JUNE 2008**

- Accomplished all departmental tasks by deadline while managing a caseload of over 500 students across all grade levels and from diverse backgrounds
- Conducted individual counseling, classroom guidance sessions, and college and career advising
- Assessed a need for a loss and grief small group and facilitated the group with the department chair
- Approved students for graduation and aided with the university and scholarship application process
- Attended various continuing education conferences such as crisis and trauma response training

**ADMINISTRATIVE ASSISTANT, GBT ENGINEERS, INC.****ATLANTA, GEORGIA – JULY 2004 - JUNE 2007**

- Created an organized system for tracking and handling the financial status of all projects
- Typed and filed project correspondence and handled a high volume of phone calls
- Assisted engineers with the preparation of plans and specifications

**Skills**

- Hold North Carolina Department of Public Instruction Professional Educator's License, School Counselor K-12, License No. 1243046
- Type 75 WPM and proficient in Microsoft Office Suite
- Familiar with PowerSchool and SASI Student Information Systems
- Speak pre-intermediate level Spanish and beginner level Korean

**Education**

- Georgia State University, Atlanta, Georgia - M.Ed. School Counseling, 2007
- Toccoa Falls College, Toccoa, Georgia - B.S. Counseling Psychology, 2003

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## Profile

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---

☒ I Agree

kitstanleyn@gmail.com

Email Address

Kit

First Name

D

Middle Initial

Stanley

Last Name

118 Glade St

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (919) 932-1362

Primary Phone

Home:

Alternate Phone

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**What district do you live in? \***

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**If you are a Chapel Hill Resident, How long have you lived here?**

☒ Greater than 10 years

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Human Services Advisory Board: Eligible

**Which Board is your First Choice? \***

☒ Human Services Advisory Board

**How did you find out about this opportunity? (select all that apply by holding down the shift key)**

☒ Email

**If you chose "Other" from the advertising opportunity listed above, please specify specify:**

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I have been employed with Chatham County Government for 16 years, managing a grant funded program (federal, state, and local awards) in the social services field. I am responsible for grant writing, grant reports, and program operations. I have served on various nonprofit boards in the community. This year I was selected to be a peer reviewer for federal grant solicitations. I have extensive knowledge and history of this community.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I am skilled at reading and assessing grant applications, working collaboratively with non profit organizations, and am committed to improving our community in creative ways.

[KS\\_resume\\_2019.doc](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

**Demographics**

In order to consider this application and provide some balance to the various boards, this personal information is required:

**Ethnicity**

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☒ Caucasian/Non-Hispanic

**Gender**

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☒ Female

**If other, please describe:**

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**Please select your age from the following list. \***

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☒ over 55

Program Director

Occupation

**Are you a Town of Chapel Hill employee?**

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☐ Yes ☒ No

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**Ethics Statement**

## ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

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☒ I Agree \*

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**Katherine (Kit) Stanley**  
**Chapel Hill, North Carolina**  
**(919) 932-1362**  
**kitstanleynyc@gmail.com**

## **WORK HISTORY**

### ***Project Director, Family Visitation Services of Chatham County* 2003-present**

- Created nationally recognized supervised visitation and exchange program through a 2002 Department of Justice pilot grant award.
- Secured continued funding from federal, state, and local government sources from initial grant through present.
- Manage and supervise program activity and multilingual/multicultural staff, lead interdepartmental case reviews, and collaborate with community leaders through numerous county and statewide partnerships.

### ***Project Director, Family Violence Prevention Services of Chatham County* 2017- present**

- Implemented pilot program to provide advocacy and support services to victims of domestic violence. Developed policies and protocols and recruited staff.
- Manage daily operations, grant applications, and reports. Participate in ongoing meetings with county leaders to ensure appropriate and competent services for victims.

### ***Guardian Ad Litem, District 18 (Volunteer)* 1998-present**

- Represent the best interests of children placed in DSS custody as a result of child abuse and neglect allegations.
- Conduct extensive case investigations and submit independent evaluations and recommendations to the Court.
- Work closely with medical, legal, and mental health professionals and participate in multidisciplinary planning and treatment meetings

### ***Civil Guardian Ad Litem (Contractor)* 2002-present**

- Serve as a certified court-appointed Civil GAL in high-conflict custody disputes in Orange, Chatham, and Durham Counties.
- Make custody and visitation recommendations in cases complicated by allegations of substance abuse, domestic violence, and mental health issues.
- Consult with parents, children, professionals, and collaterals to conduct unbiased independent investigations. Submit court reports and testify as needed.

### ***Facilitator, "Crossroads of Parenting & Divorce"* 2009 – present**

- Facilitate co-parenting workshops designed to reduce conflict and educate divorcing parents on issues including communication skills, boundary setting and keeping children "out of the middle".

### ***Grant Peer Reviewer, US Dept. of Justice, Office on Violence Against Women* 2019**

- Contracted to review and grade applications for federal grant awards.



***Program Supervisor, Guardian ad Litem Program (part time)******2008-2010, 2013***

- Supervised approximately ninety GAL volunteers representing the best interests of abused and neglected children. Coordinated training and recruitment of volunteers, case management, and the review and editing of court reports. Part-time temporary position.

***Other Experience***

- GED Program Coordinator for Orange County Literacy Council; Owner and operator of Futurekids franchise, providing children's computer education programs; marketing and development positions in real estate and manufacturing.

**OTHER**

***Board Member & Secretary, Center for Cooperative Parenting*** (Nonprofit agency to educate, monitor policies for attorneys and mental health professionals working with high conflict families in dispute resolution.)

***Board Member, FACES of Chatham*** (Families And Community Extending Services, a nonprofit program to meet the needs of underserved children identified by school counselors and social workers)

***Chair, NC Chapter, Supervised Visitation Network*** (Association of Carolina supervised visitation programs to share policies, train, provide resources for members)

***Board Member & Chair, Friends of the Guardian ad Litem program*** (Nonprofit program to meet the needs of children in foster care as identified by the child's GAL)

**EDUCATION**

BS, Marketing Management, Virginia Tech, 1982

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## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

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☒ I Agree

danielle.barbour@gmail.com

Email Address

Danielle

First Name

S

Middle Initial

Zimmerman

Last Name

207 Graylyn Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Mobile: (202) 531-3540

Primary Phone

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

☒ 4-9 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

### Which Boards would you like to apply for?

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Human Services Advisory Board: Eligible

### Which Board is your First Choice? \*

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☒ Human Services Advisory Board

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### How did you find out about this opportunity? (select all that apply)

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☒ Internet

If you chose "Other" from the advertising opportunity listed above, please specify:

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### Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

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I have lived in Chapel Hill for just over five years, and as a stay at home parent, have seen the human service needs of local families, particularly in the areas of food security and housing. I often see parents asking for help through the local mothers' group -- asking either for direct assistance or for referrals to local services. As a lawyer in DC and North Carolina, I have worked on pro bono cases that helped address citizens' rights to public services.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

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I feel that I could effectively review funding grants, advise the Council, and coordinate delivery among agencies. I have worked as a lawyer, teacher, and policy consultant, in addition to spending time as a stay at home parent in the community. I am interested in learning more about human services needs in Chapel Hill and helping to address them.

Question applies to multiple boards

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

☒ Caucasian/Non-Hispanic

### Gender \*

☒ Female

If other, please describe:

Please select your age from the following list. \*

☒ 35-54

Lawyer / Stay at home parent

Occupation

Are you a caregiver for or identify with a disability?

☐ Yes ☒ No

Have you participated in the Peoples Academy?

☐ Yes ☒ No

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

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## Ethics Statement

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