



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 Jessica Anderson
Council Member Donna Bell
Council Member Allen Buansi
Council Member Hongbin Gu

Council Member Nancy Oates
Council Member Michael Parker
Council Member Rachel Schaevitz
Council Member Karen Stegman

Wednesday, April 11, 2018 7:00 PM RM 110 | Council Chamber

OPENING

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. Petitions from the Public and Council Members.
 - a. Transportation and Connectivity Board and Planning Commission Request the Town Adopt a Vision Zero Policy.
 - b. Renuka Soll Request for Chapel Hill and Carrboro to Implement a Gun Buyback Program.
 - c. Mayor Hemminger Request to Consider Adopting a Resolution Regarding Off-Shore Drilling.

[\[18-0304\]](#)

PUBLIC COMMENT - ITEMS NOT ON PRINTED AGENDA

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.

2. Approve all Consent Agenda Items. [\[18-0305\]](#)

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

3. Adopt a Resolution to Authorize the Town Manager to Apply for a Parks and Recreation Trust Fund Grant. [\[18-0306\]](#)

By adopting the resolution, the Council authorizes the Town Manager to apply for a \$250,000 Parks and Recreation Trust Fund (PARTF) grant and authorize the Mayor to sign the application form.

4. Amend the 2018 Council Calendar. [\[18-0307\]](#)

By adopting the resolution, the Council amends the 2018 Council calendar to incorporate the Special Meetings associated with the Town Manager Selection Process.

INFORMATION

5. Receive Upcoming Public Hearing Items and Petition Status List. [\[18-0308\]](#)

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

DISCUSSION

6. OWASA Update: Advanced Metering Infrastructure (AMI) Project Agua Vista. [\[18-0309\]](#)

PRESENTER: Todd Taylor, P.E., OWASA General Manager of Operations

RECOMMENDATION: That the Council receive the update on Agua Vista, OWASA's new Advanced Metering Infrastructure (AMI) initiative.

7. Consider Authorizing the Town Manager to Enter into a Performance Agreement with El Centro Hispano to Assist with Deferred Action for Childhood Arrival (DACA) Renewal Fees for Chapel Hill Residents. [\[18-0310\]](#)

PRESENTER: Sarah Viñas, Housing and Community Assistant Director

RECOMMENDATION: That the Council adopt the resolution to authorize the Town Manager to enter into a performance agreement with El Centro Hispano to assist with DACA renewal fees for Chapel

Hill residents in an amount not to exceed \$5,000.

- 8.** Receive the Schools Adequate Public Facilities Ordinance (SAPFO) 2018 Annual Technical Advisory Committee Report.

[\[18-0311\]](#)

PRESENTER: Craig Benedict, Director, Orange County Planning & Inspections

RECOMMENDATION: That the Council receive this report and provide any comments to the Orange County Board of County Commissioners (BOCC).

- 9.** Report on the Millhouse Enterprise Zone and Light Industrial Conditional Zoning District.

[\[18-0312\]](#)

PRESENTER: Ben Hitchings, Director of Planning and Development Services

RECOMMENDATION: That the Council receive this report.

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

Item #: 1., File #: [18-0304], Version: 1

Meeting Date: 4/11/2018

Petitions from the Public and Council Members.

- a. Transportation and Connectivity Board and Planning Commission Request the Town Adopt a Vision Zero Policy.
- b. Renuka Soll Request for Chapel Hill and Carrboro to Implement a Gun Buyback Program.
- c. Mayor Hemminger Request to Consider Adopting a Resolution Regarding Off-Shore Drilling.

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 <http://www.townofchapelhill.org/town-hall/mayor-and-council/council-minutes-and-videos/petition-status>](http://www.townofchapelhill.org/town-hall/mayor-and-council/council-minutes-and-videos/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 following petition(s):

- Transportation and Connectivity Board and Planning Commission Request the Town Adopt a Vision Zero Policy.
- Renuka Soll Request for Chapel Hill and Carrboro to Implement a Gun Buyback Program.
- Mayor Hemminger Request to Consider Adopting a Resolution Regarding Off-Shore Drilling.



Attachments:

- Transportation and Connectivity Board and Planning Commission Request
- Planning Commission Endorsement of Vision Zero Petition
- Gun Buyback Program Petition
- Off-Shore Drilling Resolution

**SUMMARY OF TRANSPORTATION AND CONNECTIVITY ADVISORY
BOARD ACTION**

Subject: Petition to Adopt a Vision Zero Policy for the Town of Chapel Hill

Meeting Date: February 27, 2018

Recommendation: The Transportation and Connectivity Advisory Board petitions the Town Council to adopt a Vision Zero policy, which seeks to reduce traffic-related deaths and serious injuries in Chapel Hill to zero by 2028. By formally implementing such a policy, it is recommended that the Town of Chapel Hill develop an action plan which can include the formation of a multi-agency working group, evaluation of best practices, collection of public input, and data analysis. Actions and policies that are part of Vision Zero can consist of efforts related to administration, education, enforcement, engineering, legislation, and evaluation. Attached to this petition are examples of potential actions and policies if Town Council decides to adopt a Vision Zero policy.

Attached to this petition, staff has provided information that outlines Vision Zero and examples of actions and policies for implementation.

Vote: 6-0

Ayes: Jason Merrill (Vice Chair), Eric Allman, Heather Brutz, Josh Kastrinsky, Susanne Kjemtrup-Lovelace, and Ignacio Tzoumas

Nays: none

Prepared by: Jason Merrill, Vice Chair, Transportation and Connectivity Advisory Board
Kayla Seibel, Planner II
Nathaniel Seeskin, Long Range and Transportation Planning Intern

SUMMARY OF TRANSPORTATION AND CONNECTIVITY ADVISORY BOARD ACTION

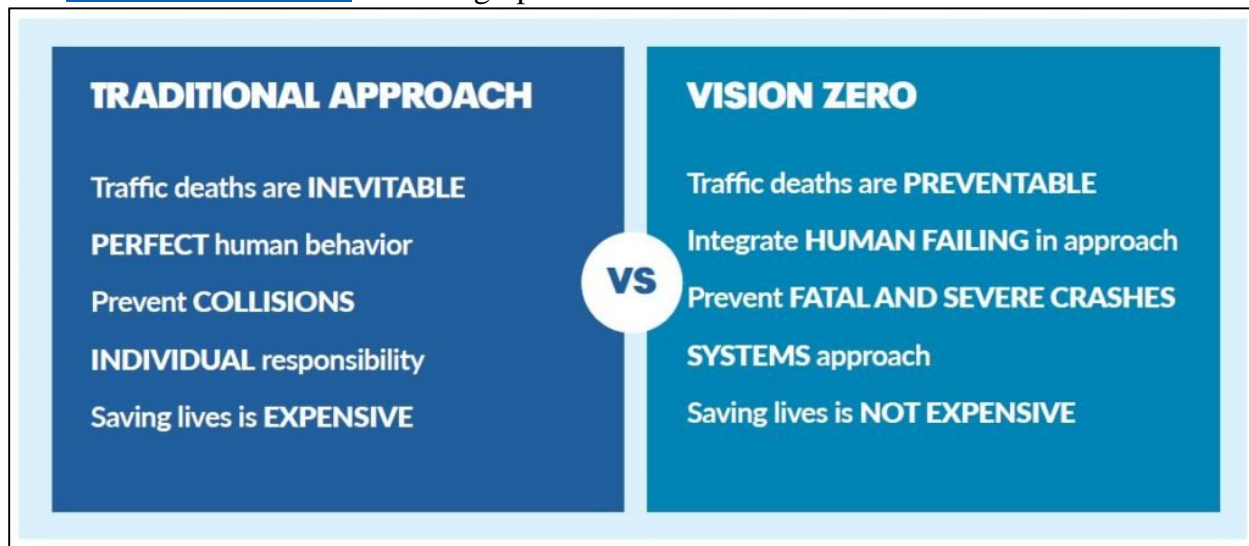
Introduction

Executing a Vision Zero policy requires commitment and participation from a broad range of agencies and stakeholders. Below is information that outlines what Vision Zero is and examples of actions and policies for implementation.

Background

Vision Zero is a strategy to eliminate all traffic-related fatalities and severe injuries, while increasing safe, healthy, and equitable mobility for all. First implemented in Sweden in the 1990s, Vision Zero has proved successful across Europe—and it is gaining momentum in cities and towns across the United States, including San Francisco, New York, Boulder, Alexandria, and Durham, which just enacted the policy in September 2017.

The [Vision Zero Network](https://visionzeronetwork.org/about/what-is-vision-zero/) uses the graphic below to describe Vision Zero:



<https://visionzeronetwork.org/about/what-is-vision-zero/>

A strong Vision Zero commitment has nine components:

1. **Political commitment** from the highest-ranking local officials;
2. **Multi-disciplinary leadership** from several different agencies;
3. An **action plan** that has clear strategies, timelines, and performance measures;
4. Accounts for **equity** by establishing inclusive and representative processes as well as equitable outcomes;
5. Prioritizes **cooperation and collaboration** between governmental agencies and community stakeholders;
6. Prioritizes a **systems-based approach** while adopting messaging that emphasizes that traffic losses are preventable;
7. Has **data-driven approaches** that prioritize resources based on evidence of the greatest needs and impact;
8. Invites **community engagement** through participation on task forces, public meetings, online surveys, and other feedback opportunities; and

SUMMARY OF TRANSPORTATION AND CONNECTIVITY ADVISORY BOARD ACTION

9. Values **transparency** by including updates on the action plan's progress, performance measures, and a yearly report to the local governing board.

Vision Zero Actions and Policies

Below are examples of potential actions and policies that can be carried out as a result of implementing a Vision Zero policy:

Administrative			
Action	Low-Cost	Medium-Cost	High-Cost
Develop a network of coalition partners who pledge to support Vision Zero through implementation of one or more action items.	x		
Form a multi-agency working group of Vision Zero stakeholders to ensure successful implementation of the action plan.	x		
Develop system to track, manage, respond to, and prioritize resident and customer requests for safety improvements.*	x		

*The Chapel Hill Public Works Department is considering adoption of [SeeClickFix](#).

Education			
Action	Low-Cost	Medium-Cost	High-Cost
Use social media to share information and promote dialogue.*	x		
Develop education campaigns with messaging that focuses on topic area(s) of importance (e.g. speeding, distracted driving, and driving under the influence).**		x	
Develop/implement walking and biking curriculum for elementary school students.	x		

*The Town of Chapel Hill issues press releases to communicate with residents and visitors.

**The Town of Chapel Hill participates in regional and statewide campaigns such as Watch for Me NC.

Enforcement			
Action	Low-Cost	Medium-Cost	High-Cost
Require all Chapel Hill Police officers to participate in the National Highway Traffic Safety Administration's pedestrian training for law enforcement .		x	
Focus enforcement on roadways with higher speeds and increase traffic stops in these areas.			x
Review number and placement of school crossing guards.*		x	

*The Chapel Hill Police Department currently trains crossing guards.

SUMMARY OF TRANSPORTATION AND CONNECTIVITY ADVISORY BOARD ACTION

Engineering			
Action	Low-Cost	Medium-Cost	High-Cost
Identify and install signage at critical intersections to permit increased fines for failure to yield to pedestrians in a marked crosswalk.	x		
Explore lower speed limits town-wide.		x	
Identify criteria for installation of “No Right on Red” and Lead Pedestrian Intervals for intersections and outline process for implementing changes.*		x	

*Currently, this is done on a case-by-case basis.

Legislative			
Action	Low-Cost	Medium-Cost	High-Cost
Support statewide efforts to reform Driving While the Influence (DWI) standards related to Blood Alcohol Content, arrest and adjudication process, and repeat offenders.	x		
Support statewide efforts to revise distracted driving laws, including increase of fines.	x		
Pursue and support state legislation to require drivers to stop, rather than yield, for pedestrians in the crosswalk.	x		

Evaluation			
Action	Low-Cost	Medium-Cost	High-Cost
Standardize and establish definitions and training on crash reporting methods for the Chapel Hill Police Department.	x		
Create standard data evaluation template to track before and after studies of all Complete Streets projects.*		x	
Continue existing and investigate new opportunities for partnerships with universities, technology companies, and researchers to develop a comprehensive traffic crash prediction and traffic exposure model.	x		

*There is currently a bicycle and pedestrian counter program.

Note: Much of the language in this document is adapted from [VisionZeroNetwork.org](https://www.visionzero.org/) and the [2017 Vision Zero Action Plan for Alexandria, Virginia](#). There are many more suggested actions from the Action Plan document that could potentially be used for inspiration.

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 OF PLANNING COMMISSION TO THE TOWN COUNCIL

This record of the Planning Commission reflects action taken at the March 20, 2018 meeting of the Planning Commission.

Endorsement: ☒ The Planning Commission endorses the Transportation and Connectivity Advisory Board's petition to Council to Adopt a Vision Zero Policy for the Town of Chapel Hill.

March 20, 2018

Motion: Commissioner McCullough moved and Commissioner Rees seconded that the Planning Commission endorse the petition, and acknowledged that Vision Zero is a real commitment that will cost money although the Commission still thinks it's important.

Vote: 5 – 0

Ayes: Amy Ryan (Chair), John Rees (Vice-Chair), Melissa McCullough, Louie Rivers, and Whit Rummel.

Nays: None

Prepared by: Aaron Frank, Planning and Development Services Staff

Petition for Chapel Hill and Carrboro to implement a gun buyback program

In light of the school shootings and the action that many students and communities are taking, Chapel Hill and Carrboro should act proactively to reduce the number of guns in the community.

Any guns that are voluntarily given up can reduce the possibilities of an accidental shooting, the gun being used in anger against another, a possible method of suicide, and the potential of it being stolen and ending up in the hands of a criminal.

Also, a gun buyback program raises awareness about a serious problem and gets the community involved. It will have a symbolic impact on our community as action is taken toward this serious problem

Time is of the essence – it is vital that the Town Council implement a gun buyback program no later than the end of the calendar year.

We could raise money through a Go Fund Me campaign. Additionally, if stores (such as grocery stores, hardware stores, pharmacies, restaurants, etc.) would like to offer gift cards instead of giving cash, they could do that as well. Any leftover money can be donated to a local domestic abuse shelter.

Sincerely,

Renuka Soll, Chapel Hill resident

Del Snow, Former Planning Board Chair

Minister Robert Campbell, Co-chair of the Justice in Action Committee

James Bartow, Chapel Hill Board of Adjustment member

Susan Smith, Historic District Commission Board member

Margaret Campion, Former Planning Board member

Linda Alexander, Parks, Greenways, and Recreation Commission member

Jack Soll, Chapel Hill resident

Camille Berry, Chapel Hill resident

Tracy Wood, Chapel Hill resident

Jane Anderson, Carrboro resident

Caroline Wells Pence, Carrboro resident

Becky Frank, Chapel Hill resident

Soyeon Nam, Chapel Hill resident

Julia Lord, Chapel Hill resident

Tina Clossick, Chapel Hill resident

Julie Brenman, Chapel Hill resident

Emily Bowles, Carrboro resident

Mary Tanner, Chapel Hill resident

Alicia Altmueller, Carrboro resident

Heidi Tyson, Chapel Hill resident
Gary Tyson, Chapel Hill resident
Margaret Ansbacher Rhee, Carrboro resident
Natalie Collins, Carrboro resident
David Ambaras, Chapel Hill resident
Jennifer Richmond-Bryant, Chapel Hill resident
William Bryant, Chapel Hill resident
Gia Podobinski, Chapel Hill resident
Lori Olivet, Chapel Hill resident
Jessica Blaustein, Chapel Hill resident
Justine Wayne, Carrboro resident
Misako Toda, Chapel Hill resident
Ruth Bard Rampel, Chapel Hill resident
Timothy Gerla, Chapel Hill resident
Lindsey Smith Taillie, Chapel Hill resident
Melinda Abrams, Chapel Hill resident
Elizabeth Sasser, Chapel Hill resident
Kimberly Carey Willardson, Chapel Hill resident
Kathryn Wouk, Chapel Hill resident
Noah Wouk, Chapel Hill resident
Alison Stackpole, Carrboro resident
Jay Brenman, Chapel Hill resident
Anne Jones Stewart, Chapel Hill resident
Cheri Green Hall, Chapel Hill resident
Julie Nielsen Lindsey, Chapel Hill resident
Emily Eve Weinstein, Chapel Hill resident
Helen Buiskool, Carrboro resident
Marsha Back, Carrboro resident
Amy Mucha, Chapel Hill resident
Katherine Prakken, Chapel Hill resident
Tiki Gwynne, Chapel Hill resident
Kate Holbein Rademacher, Chapel Hill resident
Catherine Avant Jones, Chapel Hill resident
Claudia Sheppard, Chapel Hill resident
Michelle Miller, Chapel Hill resident
Laura Spikes Powers, Carrboro resident
Alice Marwick, Chapel Hill resident
Christina Clark, Carrboro resident
Katy Lang, Carrboro resident
Carole Labrum, Chapel Hill resident
Rebecca Anne, Chapel Hill resident
Nuvan Rathnayaka, Chapel Hill resident
Terry Vance, Chapel Hill resident
Robert Vance, Chapel Hill resident
Laurel Goldman, Chapel Hill resident
Molly McConnell, Carrboro resident

Grace Kirchgessner, Chapel Hill resident
Linda McDonough, Chapel Hill resident
Lynn Weller, Carrboro resident
Trish Croom Halsey, Chapel Hill resident
Lynn Rodgers, Chapel Hill resident
Caryn Zimmerman Zoffer, Carrboro resident
Bree Kalb, Carrboro resident
Lizanne Connelly, Chapel Hill resident
William Estes, Carrboro resident
Emily George Nicholson, rural buffer zone, Orange County resident
Susan Steinman Reynolds, Chapel Hill resident
Amey Miller, Chapel Hill resident
Nancy Williamson, Chapel Hill resident
Molly McConnell, Chapel Hill resident
Lin Millington, Chapel Hill resident
Clare Duffy, Chapel Hill resident
Jamezetta Bedford, Chapel Hill resident
Debbie Finn, Chapel Hill resident
John Boyd, Chapel Hill resident
Jon Wilner, Carrboro resident
Jenn Adams, Carrboro resident
Tracy Raines, Chapel Hill resident
Tim Williams, Chapel Hill resident
Ben Dawson, Chapel Hill resident
Jane Kirsch, Chapel Hill resident
Marian Peterson, Chapel Hill resident
David Schwartz, Chapel Hill resident
Charmaine Terregino, Chapel Hill resident
Adrienne Madry, Chapel Hill resident

A RESOLUTION OPPOSING SEISMIC SURVEYING AND DRILLING FOR OIL AND GAS OFF THE NORTH CAROLINA COAST AND URGING THE TRUMP ADMINISTRATION TO HONOR THE REQUEST OF NORTH CAROLINA'S COASTAL COMMUNITIES BY REMOVING ALL PORTIONS OF THE ATLANTIC FROM THE 2019-2024 OCS OIL AND GAS LEASING PROGRAM. (2018-04-11/R-1)

WHEREAS, offshore exploration for oil and natural gas in the Atlantic Ocean and associated seismic surveying represent a direct threat to the coastal environment of North Carolina, due to the risk of pollution and other harmful effects to marine mammals, turtles, fish, migratory birds and other aquatic life; and

WHEREAS, the economic sustainability of the North Carolina coast is directly dependent on visitors who come from all over the world, including from the Town of Chapel Hill, to enjoy the natural beauty of our clean North Carolina beaches, and to explore the sounds, marshes, estuaries, rivers, creeks and streams that abound on the North Carolina coast; and

WHEREAS, North Carolina beaches and inlets generate \$3 billion in revenues and directly support 39,000 jobs; and

WHEREAS, many of these natural areas provide sanctuary and nesting/breeding grounds for diverse groups of wildlife, having intrinsic ecological value; and

WHEREAS, our coastal waters are prime commercial and recreational fisheries, and coastal habitats provide the world – including residents and businesses of the Town of Chapel Hill – with some of the best wild-caught seafood, renowned for its freshness and exceptional quality; and

WHEREAS, the inherent serious risk to our region from offshore oil and gas exploration and drilling have the potential to irrevocably harm and destroy our natural environment, our economic well-being, our overall quality of life and the health and safety of residents and visitors to the North Carolina coast; and

WHEREAS, at least 26 coastal North Carolina communities have passed resolutions opposing drilling; and

WHEREAS, the North Carolina General Assembly has prevented local governments from regulating oil and gas activities in their area, limiting their ability to protect air and water and the health and safety of their residents.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council is opposed to seismic surveying and drilling for oil and gas off the North Carolina coast and urges the Trump administration to honor the request of North Carolina's coastal communities by removing all portions of the Atlantic from the 2019-2024 OCS Oil and Gas Leasing Program.

This the 11th day of April, 2018.



TOWN OF CHAPEL HILL

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

Item Overview

Item #: 2., **File #:** [18-0305], **Version:** 1

Meeting Date: 4/11/2018

Approve all Consent Agenda Items.

Staff:

Sabrina M. Oliver, Director and 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.

Council Goals: Please refer to each agenda item for specific Council Goals.



Attachments:

- Resolution

**A RESOLUTION ADOPTING VARIOUS RESOLUTIONS AND ENACTING VARIOUS ORDINANCES
(2018-04-11/R-2)**

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:

2. Adopt a Resolution to Authorize the Town Manager to Apply for a Parks and Recreation Trust Fund Grant. (R-3)
3. Amend the 2018 Council Calendar. (R-4)

This the 11th day of April, 2018.

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
405 Martin Luther King Jr.
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Chapel Hill, NC 27514

Item Overview

Item #: 3., File #: [18-0306], Version: 1

Meeting Date: 4/11/2018

Adopt a Resolution to Authorize the Town Manager to Apply for a Parks and Recreation Trust Fund Grant.

Staff:

Jim Orr, Director
Linda Smith, Assistant Director
Andrea Judge, Administrative Services Manager
Lisa Baaske, Administrative Coordinator

Department:

Parks and Recreation

Overview: Adopting the attached resolution would authorize the Manager to submit a North Carolina Parks and Recreation Trust Fund (PARTF) grant application for \$250,000 to pay for a portion of the 33.64 acre American Legion property, which is located south of Legion Road and north of Ephesus Church Road. The Town has agreed to purchase the property for \$7,964,500. The Town has already paid \$5,793,000 and must make one additional \$2,171,500 payment by March 2019. PARTF rules allow grant funds to be used for land acquisitions that have already occurred in certain circumstances. In this case the Town can still apply for PARTF funds if staff submits an application by May 1, 2018. After that date it will no longer be possible to apply for PARTF funding for this purpose.



Recommendation(s):







That the Council adopt the resolution authorizing the Town Manager to apply for a \$250,000 Parks and Recreation Trust Fund (PARTF) grant and authorizing the Mayor to sign the application form.

Key Issues:

- The Town purchased the American Legion property in March 2017.
- The grant requires a dollar-for-dollar match. The funds that the Town have already paid can be used as the Town's match.
- Applying for the PARTF grant would not commit the Council to a sale of any portion of the American Legion property. However, since the Council has previously discussed the option to sell a portion of the site to help pay for the overall purchase costs, we have identified an 8.75-acre tract (see map) for PARTF grant purposes. The proposed PARTF site is located in the southern portion of the larger American Legion property adjacent to Ephesus School and Ephesus Park.
- If the grant is successful, the Council can designate more acreage for recreational purposes; however, once the grant is awarded, the Town cannot reduce the size or shift the location of the designated PARTF property and still retain the grant funds.

Fiscal Impact/Resources: Because the required dollar-for-dollar match has already been paid there would be no additional cost to the Town.

Council Goals:

<input checked="" type="checkbox"/>		Create a Place for Everyone	<input checked="" type="checkbox"/>		Develop Good Places, New Spaces
<input 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

**Attachments:**

- Resolution
- Map showing proposed PARTF limits

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO APPLY FOR A PARKS AND RECREATION TRUST FUND GRANT (2018-04-11/R-3)

WHEREAS, the Town has purchased the 33.64 acre American Legion property; and

WHEREAS, the Town still owes \$2,171,500 toward the purchase of the property; and

WHEREAS, the Town has until May 1, 2018 to apply for a North Carolina Parks and Recreation Trust Fund grant application; and

WHEREAS, an 8.75 acre portion of the property has been identified for purposes of submitting a North Carolina Parks and Recreation Trust Fund grant application.

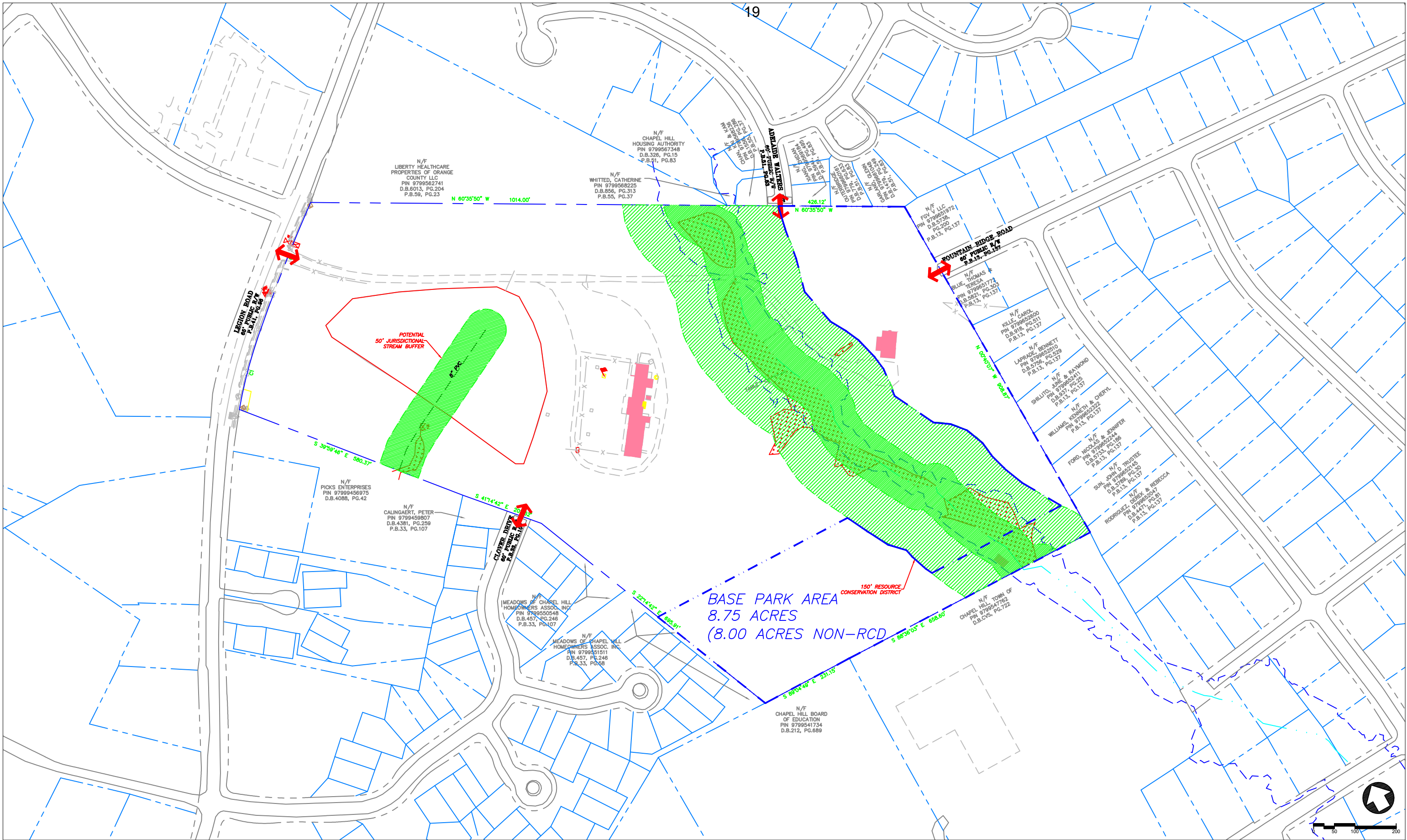
NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorizes the Manager to apply for a \$250,000 North Carolina Parks and Recreation Trust Fund grant to partially offset the cost of the purchase of the American Legion property.

BE IT FURTHER RESOLVED that the Mayor is authorized to sign the Parks and Recreation Trust Fund grant application.

This the 11th day of April, 2018.

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 apply for a \$250,000 Parks and Recreation Trust Fund (PARTF) grant and authorize the Mayor to sign the application form.



AMERICAN LEGION PROPERTY
CHAPEL HILL, NC

BASE PARK AREA
MARCH 20, 2018



20
TOWN OF CHAPEL HILL

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

Item Overview

Item #: 4., File #: [18-0307], Version: 1

Meeting Date: 4/11/2018

Amend the 2018 Council Calendar.

Staff:

Sabrina Oliver, Director
Amy Harvey, Deputy Town Clerk

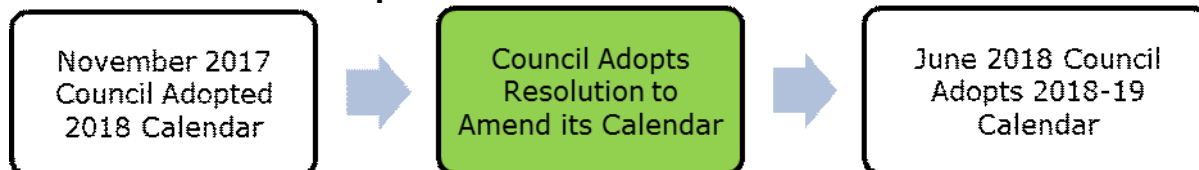
Department:

Communications and Public Affairs

Overview: The Council adopted its 2018 meeting calendar on November 15, 2017. This action amends the Council calendar to show Special Meetings for a series of meetings associated with the Town Manager Selection Process.

**Recommendations**

That the Council adopt a resolution amending the 2018 Council calendar to incorporate various scheduling changes.

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

- Resolution

A RESOLUTION AMENDING THE COUNCIL'S 2018 MEETING CALENDAR (2018-04-11/R-4)

WHEREAS, on November 15, 2017 the Council adopted its 2018 meeting calendar; and

WHEREAS, the Council has started a [recruitment and selection process to hire a new Town Manager <http://www.townofchapelhill.org/town-hall/departments-services/human-resource-development/town-manager-search>](http://www.townofchapelhill.org/town-hall/departments-services/human-resource-development/town-manager-search).

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council amends its 2018 meeting calendar to add the following meetings:

- April 30, 2018 at 7:00 p.m. in the Chapel Hill Public Library, 100 Library Drive for a listening session related to the Town Manager Selection Process
- May 31, 2018 from 8:30 a.m. to 11:00 a.m. in a location will be advertised on the Town's web calendar for a Closed Session related to the Town Manager Selection Process
- June 1, 2018 at 12:30 p.m. at a location will be advertised on the Town's web calendar for a Closed Session related to the Town Manager Selection Process Assessment Center Debrief

BE IT FURTHER RESOLVED that the Council amends its 2018 meeting calendar to remove the following meeting:

- June 11, 2018: time and location will be advertised on the Town's web calendar for a Closed Session related to the Town Manager Selection Process

This the 11th day of April, 2018.

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

By adopting the resolution, the Council amends the 2018 Council calendar to incorporate the Special Meetings associated with the Town Manager Selection Process.



TOWN OF CHAPEL HILL

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Item Overview

Item #: 5., File #: [18-0308], Version: 1

Meeting Date: 4/11/2018

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.

Council Goals: Foundational Program: Govern with quality and steward public assets



Attachments:

- Scheduled Public Hearings <<http://www.townofchapelhill.org/town-hall/mayor-and-council/council-minutes-and-videos/scheduled-agenda-items>>
- Status of Petitions to Council <<http://www.townofchapelhill.org/town-hall/mayor-and-council/council-minutes-and-videos/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.

Date	Title
04-18-2018	Open the Public Hearing: Application for Special Use Permit Modification - Chapel Hill High School, 1709 High School Road.
04-18-2018	Open the Public Hearing: Application for Zoning Atlas Amendment, 11 Sixty 5 Weaver Dairy Road, 1165 Weaver Dairy Road. (Project #17-112)
04-18-2018	Open the Public Hearing: Application for Special Use Permit, 11 Sixty 5 Weaver Dairy Road, 1165 Weaver Dairy Road. (Project #17-112)
04-18-2018	Open a Public Hearing for Wireless Telecommunications Master Plan and Land Use Management Ordinance Text Amendment.
04-18-2018	Public Hearing to Consider Adopting the Blue Hill Design Guidelines and Assoicated Amendment to Form District Regulations.
04-25-2018	*Consider a Zoning Atlas Amendment - Merritt Mill East, Multi-Family Residential Development (Project #17-084)
04-25-2018	Consider an Application for Special Use Permit - Merritt Mill East, Multi-Family Residential Development (Project #17-084).

Last updated on 04/06/2018 03:00:03.

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
03/14/2018	Council Members Anderson, Gu, and Schaevitz	Request Regarding Addressing Blue Hill District Community Interests.	Planning & Sustainability	Staff is preparing information to respond to this request.
03/07/2018	Kidzu Children's Museum	Request for Town Assistance to Explore the Southern Village Site for New Museum.	Town Manager	Staff is preparing information to respond to this request.
03/07/2018	Residents of East 54	Regarding Noise Ordinance.	Police Chris Blue , Police Chief Phone: 919-968-2766	Staff is continuing to work with residents to explore options and find a resolution.
02/21/2018	Kimberly Brewer	Request to Make Tiny Homes a Legal and Affordable Housing Option.	Housing & Community Loryn Clark , Executive Director Phone: 919-969-5076 Planning & Sustainability	Staff is preparing information to respond to this request.
01/31/2018	Environmental Stewardship Advisory Board	Request for Council Support of a Resolution Endorsing a Federal Revenue-Neutral Carbon Free and Dividend Program.	Planning & Sustainability Public Works Lance Norris , Public Works Director Phone: 919-969-5100	Staff is preparing information to respond to this request.
11/29/2017	Council Members Anderson and Parker	Regarding East Rosemary Street Design Guidelines.	Planning & Sustainability Town Manager	Staff is preparing information to respond to this request.
11/15/2017	Whit Rummel	Request to Reconsider Land Use	Planning & Sustainability	

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
		of Certain Properties along Estes Drive.		Staff is preparing information to respond to this request.
09/06/2017	Tom Henkel from the Environmental Stewardship Advisory Board	Request for Modification to the Ephesus-Fordham Form-Based Code for the Purposes of Energy Efficiency.	Planning & Sustainability	Where feasible, modifications will be considered as part of the development process for the Blue Hill Design Guidelines.
06/26/2017	Council Members Parker and Greene	Request Regarding Payments in Lieu for Rental Housing Projects	Housing & Community Loryn Clark , Executive Director Phone: 919-969-5076	At the 02/07/18 Council work session, staff reviewed options considered by the Housing Advisory Board and shared recommendations for the Council's feedback.
02/13/2017	Transportation and Connectivity Advisory Board	Request for Increased Staff Time to the Town Staff Bicycle and Pedestrian Committee; and Request for a Process to Update and Modify Bicycle and Pedestrian Projects Reviewed by the Board.	Town Manager Planning & Sustainability	Regular updates on bicycle and pedestrian projects are now being provided at board meetings. Staff will propose a way to consider future staffing resources at an upcoming board meeting.
01/23/2017	Transportation and Connectivity Advisory Board	Request to Support Low/No Vision Guidelines to be Included in the Town's Engineering Manual as Stated in the April 11, 2016 Petition to Council	Public Works Lance Norris , Public Works Director Phone: 919-969-5100 Planning & Sustainability	Request incorporated into process to update Public Works Engineering Design Manual.
11/07/2016	Heather Payne	Regarding Development Proposed at 111 Purefoy Road.	Planning & Sustainability Town Attorney Ralph Karpinos , Attorney Phone: 919-968-2746	A revised application was submitted to the Town on 05/26/2017. Public information meetings were held 06/29/2017 and 07/13/2017.

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
11/07/2016	Mayor Hemminger	Regarding Parking and Transit Needs in Downtown Area.	Planning & Sustainability Police Chris Blue , Police Chief Phone: 919-968-2766 Public Works Lance Norris , Public Works Director Phone: 919-969-5100	Staff shared information about different strategies and best practices and will return with recommendations in Spring 2018.
06/27/2016	Alan Rimer	Regarding Town Action Center	Technology Solutions Scott Clark , CIO Phone: 919-968-2735	As of April 2018, the "Chapel Hill Connect" branded app is available for free in both the Apple and Android app stores. A marketing campaign will be rolled out to the public later in the year.
05/09/2016	Stormwater Management Utility Advisory Board	Request for Orange County Commissioners to Increase Staffing in Soil and Erosion Control Division and Improve Efficiency of Temporary Soil Erosion and Sediment Controls During Construction.	Public Works Lance Norris , Public Works Director Phone: 919-969-5100	Petition forwarded to Orange County. Consider changes to soil erosion and sediment control as part of Public Works Engineering Design Manual updates.
04/11/2016	Transportation and Connectivity Advisory Board	Request for Senior Citizen Pedestrian Mobility and Complete Street Implementation	Public Works Lance Norris , Public Works Director Phone: 919-969-5100	Request incorporated into process to update Public Works Engineering Design Manual.
04/11/2016	Transportation and Connectivity Advisory Board	Request to Incorporate Proposed No-Vision and Low-Vision Pedestrian Facilities Guidelines into Design Manual	Public Works Lance Norris , Public Works Director Phone: 919-969-5100	Request incorporated into process to update Public Works Engineering Design Manual.

Meeting Date	Petitioner	Petition Request	Departments Responsible	Petition Status
		and Development Code as Required		
02/22/2016	Ken Larsen	Regarding Town Formulas for Development Parking Space	Planning & Sustainability	Referred to the Future Land Use and Land Use Management Ordinance rewrite process, which began in Fall 2017.

Last modified on 4/6/2018 3:15:06 AM



TOWN OF CHAPEL HILL

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

Item Overview

Item #: 6., **File #:** [18-0309], **Version:** 1

Meeting Date: 4/11/2018

OWASA Update: Advanced Metering Infrastructure (AMI) Project Agua Vista.

Presenter:

Todd Taylor, PE, General Manager of Operations

Agency:

Orange Water and Sewer Authority (OWASA)

Overview: Agua Vista is OWASA's new Advanced Metering Infrastructure (AMI) initiative. Tonight the Council will receive a presentation to provide information regarding this initiative, which will serve to enhance OWASA's services in the Chapel Hill-Carrboro area by improving the efficiency and accuracy of water metering and billing.



Recommendation(s):

That the Council receive the update on Agua Vista, OWASA's new Advanced Metering Infrastructure (AMI) initiative.



Attachments:

- OWASA Memorandum

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

PRESENTER: Todd Taylor, P.E., OWASA General Manager of Operations

RECOMMENDATION: That the Council receive the update on Agua Vista, OWASA's new Advanced Metering Infrastructure (AMI) initiative.



ORANGE WATER AND SEWER AUTHORITY

A public, non-profit agency providing water, sewer and reclaimed water services to the Carrboro-Chapel Hill community.

MEMORANDUM

TO: Chapel Hill Town Council

THROUGH: Robert Morgan, OWASA Board Chair

FROM: Todd Taylor, P.E., OWASA General Manager of Operations

DATE: March 28, 2018

SUBJECT: Agua Vista Update

Thank you for the opportunity to speak at your April 11, 2018 meeting about this very important initiative. On March 20, 2018, the same presentation was given to the Carrboro Board of Aldermen.

Background

Agua Vista is OWASA's new Advanced Metering Infrastructure (AMI) initiative. We are making this investment in our infrastructure to enhance our services in the Chapel Hill-Carrboro area by improving the efficiency and accuracy of water metering and billing. The system will use a radio network to very briefly transmit customer usage data to OWASA on a daily basis, eliminating the need for visual reading of customer meters. The technology is proven, reliable, secure, and safe.

There are several benefits to an AMI system:

- Water conservation from early leak detection, helping to prevent high water bills and property damage.
- Operational efficiency and increased meter reading accuracy. Our current meter reading staff will transition to other functions.
- A web-portal where customers can monitor their water use and request consumption alerts (Coming in late 2018).
- Less vehicle miles for meter reading means less carbon emissions and traffic in our community.

The project will take about two years, with an estimated completion date of June 2019. We will hold our contractor, Mueller Systems, and their sub-contractors to the same high standards for the work which we hold ourselves. The project logo (shown below) will be prominent on correspondence, vehicles, and door tags to make them readily identifiable.



System Infrastructure

We have installed over half of the infrastructure necessary to relay meter reading data from the new meters. This infrastructure includes data collectors on tall buildings and water towers and signal repeaters on street signs.

Meter Upgrades and Billing

In late 2017 and early 2018, we successfully completed two readiness tests (i.e. pilots) during which we upgraded about 500 residential and commercial water meters and processed and mailed bills for those customers.

Community Engagement

In October 2017, we mailed every OWASA customer an informational flyer letting them know what to expect in terms of timeline.

As we move through the community upgrading meters, individual customers will be notified by letter of their upcoming meter upgrade about four weeks in advance. We are also actively posting information in affected neighborhoods on Next Door in advance. Once upgraded, customers will receive a door hanger with information and link to the follow-up survey.

After approximately 75% of the meters have been upgraded, we expect to roll out a web portal for customers to access their own hourly water use data. Currently, OWASA is analyzing the data on upgraded meters and proactively reaching out to customers if their water use trends suggest a leak.

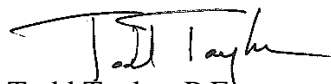
Moving Forward

We are committed to making this project a successful and positive one for our community.

For more information about Agua Vista please visit our project webpage at <http://owasa.org/metering-initiative> which contains an informative video, answers to frequently asked questions and more.

I look forward to discussing this important initiative with you at your upcoming Town Council meeting.

Best regards,



Todd Taylor, P.E.

OWASA General Manager of Operations



TOWN OF CHAPEL HILL

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

Item Overview

Item #: 7., File #: [18-0310], Version: 1

Meeting Date: 4/11/2018

Consider Authorizing the Town Manager to Enter into a Performance Agreement with El Centro Hispano to Assist with Deferred Action for Childhood Arrival (DACA) Renewal Fees for Chapel Hill Residents.

Staff:

Loryn Clark, Director

Sarah Osmer Viñas, Assistant Director

Department:

Housing and Community

Overview: In keeping with the Council goal of making Chapel Hill a Place for Everyone, Council adopted a resolution in [September of 2017 <http://chapelhill.granicus.com/MetaViewer.php?view_id=21&clip_id=3243&meta_id=172647>](http://chapelhill.granicus.com/MetaViewer.php?view_id=21&clip_id=3243&meta_id=172647) in support of community members who have received deferred action under the DACA program. Consistent with that resolution, Housing and Community staff now recommend that Town Council authorize the Town Manager to enter into a performance agreement with El Centro Hispano to reimburse the agency for DACA renewal fees for Chapel Hill residents in an amount not to exceed a total of \$5,000.



Recommendation(s):

That the Council adopt the resolution to authorize the Town Manager to enter into a performance agreement with El Centro Hispano to assist with DACA renewal fees for Chapel Hill residents in an amount not to exceed \$5,000.

Background

On June 15, 2012, the Department of Homeland Security (DHS) announced that it will not deport undocumented young people from the U.S. who meet certain requirements. Those who qualify are given "deferred action" from deportation and are eligible for work authorization.

An individual must prove they meet the following criteria:

- came to the United States under the age of 16;
- has continuously resided in the United States for a least 5 years before June 15, 2012 and was present in the United States on June 15, 2012;
- is currently in school, has graduated from high school, has obtained a GED certificate, or is an honorably discharged veteran of the Coast Guard or Armed Forces of the United States;
- has not been convicted of a felony offense, a significant misdemeanor offense, multiple misdemeanor offenses, or otherwise poses a threat to national security or public safety; and
- was under the age of 31 as of June 15, 2012.

In September of 2017, the Trump Administration rescinded the deferred-action program. As part of the phase-out, the administration planned to adjudicate, on a case-by-case basis, applications filed by September 5 and reject any new requests filed after that date. Individuals who already had DACA with protection expiring by March 5, 2018, would be able to apply for renewal by October 5, 2017.

In January of 2018, a federal judge ordered that the U.S. government keep DACA on the same terms and conditions that were in effect before the September 2017 program changes.

DACA Estimates

The Migration Policy Institute (MPI) estimates that there are approximately 66,000 total DACA eligible residents in North Carolina, 22,000 of whom are current beneficiaries of the program. There are approximately 3,000 Orange County residents who are DACA eligible.

Town Support of DACA Recipients

- Following the September 2017 adoption of the [resolution regarding DACA <http://chapelhill.granicus.com/MetaViewer.php?view_id=21&clip_id=3243&meta_id=172647>](http://chapelhill.granicus.com/MetaViewer.php?view_id=21&clip_id=3243&meta_id=172647), the Town partnered with the Town of Carrboro and El Centro Hispano (El Centro) to evaluate how to best support community members impacted by the September 2017 rescension in the DACA program.
- Town staff evaluated the scope of the impact on residents within our community.
- The Town partnered with El Centro and the Town of Carrboro to host community meetings for information and assistance from El Centro lawyers to assist community members with DACA renewal in advance of the initial October 5th deadline. The Town provided staff resources in support of the legal clinic and committed to El Centro that it would consider making funding available to Chapel Hill residents needing assistance with the renewal fee in emergency situations, on a case-by-case basis.
- Town staff have continued to be in contact with El Centro, the NC Justice Center and other partners to monitor and determine what other options might exist to demonstrate our support from community members who are DACA beneficiaries.

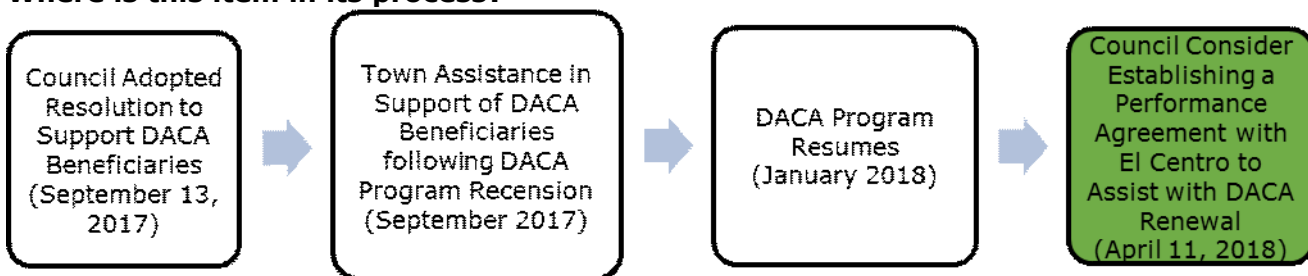
Staff Recommendations

In light of the recent resumption of the DACA program, as well as the known need among Chapel Hill residents for assistance with renewal fees for the DACA program and the Town's commitment to making Chapel Hill a welcoming and inclusive community, staff recommend:

- Dedicating \$5,000 of Town resources to assist Chapel Hill residents with the costs associated with DACA renewal (the fee for which is approximately \$500 per person). Both Carrboro and Durham have established contracts with El Centro Hispano to reimburse costs associated with DACA renewal (Carrboro - \$10,000; Durham - \$5,000). To date, El Centro has assisted with 16 DACA renewals (7 of which were for Durham residents, 1 for Carrboro, 2 Chapel Hill residents, and the remainder of renewals for residents of the greater Triangle area).
- Continuing to provide staff support and make Town facilities available for community meetings and legal clinics for DACA renewal.
- Continuing to monitor national debate and coordinate with local partners to determine how to best assist members of our community impacted by DACA.

Fiscal Impact/Resources: If Council dedicates \$5,000 for this purpose, Housing and Community would allocate funding from our general fund budget for community services dedicated to assisting community partners in collaborative efforts to work towards the Town's goals.







Where is this item in its process?



Item #: 7., File #: [18-0310], Version: 1

Meeting Date: 4/11/2018

Council Goals:

<input checked="" type="checkbox"/>		Create a Place for Everyone	<input type="checkbox"/>		Develop Good Places, New Spaces
<input type="checkbox"/>		Support Community Prosperity	<input type="checkbox"/>		Nurture Our Community
<input type="checkbox"/>		Facilitate Getting Around	<input type="checkbox"/>		Grow Town and Gown Collaboration

**Attachments:**

- Resolution
- Draft Staff Presentation

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO A PERFORMANCE AGREEMENT WITH EL CENTRO HISPANO TO ASSIST CHAPEL HILL RESIDENTS WHO ARE DACA RECIPIENTS (2018-04-11/R-5)

WHEREAS, the Council adopted a resolution in support of recipients deferred action for deportation under the Deferred Action for Childhood Arrivals (DACA) program in September of 2017; and

WHEREAS, the Council is aware of the financial burden associated with DACA renewal fees and the essential role DACA plays in allowing recipients to be productive members of the Chapel Hill community; and

WHEREAS, El Centro Hispano is providing assistance to Chapel Hill residents with the DACA renewal process and has requested reimbursement for these costs.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby authorizes the Town Manager to enter into a Performance Agreement with El Centro Hispano to reimburse the agency for DACA renewal fees for Chapel Hill residents in an amount not to exceed a total of \$5,000 for costs associated with renewal fees for Chapel Hill residents who are DACA recipients.

This the 11th day of April, 2018.

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

PRESENTER: Sarah Viñas, Housing and Community Assistant Director

RECOMMENDATION: That the Council adopt the resolution to authorize the Town Manager to enter into a performance agreement with El Centro Hispano to assist with DACA renewal fees for Chapel Hill residents in an amount not to exceed \$5,000.

Deferred Action for³⁵ Childhood Arrival (DACA) Renewal Fee Assistance

Sarah Osmer Viñas

April 11, 2018

Chapel Hill Town Council Business Meeting



DRAFT

What is DACA?

- Deferred Action for Childhood Arrivals (DACA) was established in 2012 to provide “deferred action” from deportation proceedings and eligibility for work authorization to eligible undocumented childhood arrivals
- An individual must prove they meet certain criteria
- In September of 2017, the Trump Administration rescinded DACA
- In January of 2018, a federal judge ordered that the U.S. government keep DACA on the same terms and conditions that were in effect before the September rescinding of DACA



Town Support of DACA Recipients

- September 2017 Council Resolution to support DACA recipients
- Staff evaluated the scope of the impact on residents
- Town partnered with Carrboro and El Centro to evaluate how to support community members impacted by DACA recension
- Town co-sponsored community meetings and legal clinics for DACA renewal
- Staff continued to monitor national discussion about DACA and determine other options for support

DRAFT

DACA Beneficiaries in our Community

- ~66,000 total DACA eligible residents in NC
- ~22,000 current beneficiaries of DACA in NC
- ~3,000 Orange County residents who are DACA eligible
- El Centro Hispano has assisted with ~20 DACA renewals in the Triangle Area



Staff Recommendation³⁹

- **Authorize the Town Manager to enter into a performance agreement with El Centro Hispano to assist with DACA renewal fees for Chapel Hill residents in an amount not to exceed \$5,000**
- Staff continue providing support and make Town facilities available for community meetings and legal clinics
- Staff continue to monitor national debate and coordinate with local partners to determine other forms of assistance

DRAFT



TOWN OF CHAPEL HILL

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

Item Overview

Item #: 8., File #: [18-0311], Version: 1

Meeting Date: 4/11/2018

Receive the Schools Adequate Public Facilities Ordinance (SAPFO) 2018 Annual Technical Advisory Committee Report.

See Staff Memorandum on next page.

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

PRESENTER: Craig Benedict, Director, Orange County Planning & Inspections

RECOMMENDATION: That the Council receive this report and provide any comments to the Orange County Board of County Commissioners (BOCC).



Receive the Schools Adequate Public Facilities Ordinance (SAPFO) 2018 Annual Technical Advisory Committee Report

STAFF REPORT

TOWN OF CHAPEL HILL PLANNING AND DEVELOPMENT SERVICES

Ben Hitchings, Director

Judy Johnson, Operations Manager

Aaron Frank, Senior Planner

BUSINESS MEETING DATE
April 11, 2018

STAFF'S RECOMMENDATION

That the Council receive this report and provide any comments to the Orange County Board of County Commissioners.

PROCESS

In 2003, the School Adequate Public Facilities Ordinance Partners (Carrboro, Chapel Hill, Chapel Hill-Carrboro City Board of Education, and Board of County Commissioners) entered into the Schools Adequate Public Facilities Memorandum of Understanding (attached). The Memorandum calls for the Partners to offer comments to the Board of Commissioners on the annual Schools Adequate Public Facilities Ordinance Technical Advisory Committee report (attached) in the spring of each year. The Board of County Commissioners has scheduled certification of the 2018 annual report in May 2018.

INFORMATION POINTS

Chapel Hill-Carrboro City School District

Level of Service	
Elementary	105%
Middle	107%
High	110%

Building Capacities

	Capacity	Membership	Increase from Prior Year
Elementary	5,664	5,522	(45)
Middle	2,944	2,833	4
High	3,875	3,927	165
Total	12,483	12,282	124

FISCAL IMPACT

Current 10-year student growth projections show no future need for additional schools in the Chapel Hill-Carrboro City Schools District. The School Adequate Public Facilities Ordinance (SAPFO) is a dynamic, regulatory tool, which has two primary parts. The first is the Certificate of Adequate Public Schools (CAPS), which tests student generation rates from development projects against the available capacity within a school. The second part is tracking of historical enrollment and projection of future enrollment against existing capacity. The current SAPFO report does not show immediate capital needs and indicates a need to continue school district analysis to determine the best method to resolve new demands through redistricting, renovation, new school construction, or other methods.

SAPFO STATUS

Elementary School Level

- Does not exceed 105% LOS standard (97.5%)
- Growth rate expected to decrease over next 10 years (average 0.36 percent per year)
- No new elementary needed for next 10 years

Middle School Level

- Does not exceed 107% LOS standard (96.2%)
- Growth rate expected to decrease over next 10 years (average 0.21 percent per year)
- No new middle needed for next 10 years

High School Level

- Does not exceed 110% LOS standard (101.3%)
- Growth rate expected to decrease over next 10 years (average 0.0 percent per year)
- No new capacity needed for next 10 years

ATTACHMENT

- Draft SAPFO Presentation
- Orange County, NC Draft Schools Adequate Public Facility Ordinance Annual Report 2018
- SAPFO Memorandum of Understanding

Staff Report

The annual SAPFO report is written by Orange County staff, and the report summary offered below is provided by Town of Chapel Hill staff.

Background

The information in the annual report identifies the effect that changes in membership and capacity have on the Capital Investment Plan (CIP) and the future issuance of Certificates of Adequate Public Schools (CAPS). Available student capacity is calculated annually on November 15th.

Certificates of Adequate Public Schools (CAPS): Per the 2003 Memorandum, any development within Chapel Hill, Carrboro, or Orange County proposing to increase the overall number of residential units must secure a CAPS document from the local school board. This CAPS document verifies that the additional residential units will not exceed the available student capacity for a given year as certified in the annual report. In Chapel Hill, residential development approved by the Town Council or Planning Commission include a stipulation requiring a CAPS document be presented to the Town prior to beginning site construction.

Key Themes from the 2018 Report

- **Building Capacity and Membership Data (Student Population)**: The 12,282 student population of in the Chapel Hill-Carrboro City School system increased from the previous year by 124 students. The increase of 124 students from 2016-17 follows an increase of 112 students from 2015-16.

2017 Student Enrollment Change by School Level

- **Addressing Future School Capacity Needs**: Both school districts continue planning efforts to renovate and expand existing facilities to address school capacity needs. Additional capacity resulting from school renovations and expansions will be added to the projection models in stages, once funding is approved, versus the addition of greater capacity when a new school is constructed and completed. The renovation and expansion to existing facilities may delay construction of new schools further into the future. [Excerpt from page iii, Additional Information 2018 SAPFOTAC Report]. The Chapel Hill High School expansion is accounted for in future school capacities.
- **Student Membership Projections**: Chapel Hill-Carrboro City Schools projected average annual growth rates for elementary, middle, and high school levels are expected to decrease over the next 10 years although remain positive. Enrollment is not projected to exceed the established Levels of Service at any of the school levels.

Membership projections are based upon recorded annual enrollments rather than development trends or growth forecasts primarily due to the unpredictability of when future development will occur. As previously noted, the CAPS process may be used as an informal method to measure growth in between the issuance of annual SAPFO reports. [Excerpt from page ii, 2018 SAPFOTAC Report; Excerpt from page 35, SAPFOTAC Executive Summary 2018 SAPFOTAC Report]

Fiscal Impact/Resources:

The current SAPFO report indicates a need to continue school district analysis to determine the best method to resolve new demands through redistricting, renovation, new school construction, etc. The SAPFO Technical Advisory Committee will continue monitoring legislation affecting elementary school classroom size.

2018 Schools Adequate Public Facilities Ordinance Technical Advisory Committee (SAPFOTAC) Report



DRAFT

2018 SAPFOTAC Report

Student Membership and Capacity

	Chapel Hill/Carrboro School District				
	Capacity At 100% LOS	Capacity At MOU LOS Maximum	2017 Membership	2016 Membership	Increase from Prior Year
Elementary	5,664	5,947	5,522	5,567	(45)
Middle	2,944	3,150	2,833	2,829	4
High	3,875	4,263	3,927	3,762	165

Level of Service (LOS)

	Chapel Hill/Carrboro School District	
	Allowable Maximum LOS (per MOU)	Actual 2017-18 LOS
Elementary	105%	97.5%
Middle	107%	96.2%
High	110%	101.3%

2018 SAPFOTAC Report

Student Projections

- The School Capacity Capital Investment Plan (CIP) Needs Analysis projects no new school capacity needs in the next ten years for the elementary, middle, and high school levels.
- Projected growth rates are expected to decrease, but remain positive over the next ten years.

Changes in Class Size Averages

- House Bill 13 modified class size ratios for kindergarten to third grade (1:21 to 1:20) for the 2017-18 school year. This resulted in a decrease in capacity of 165 seats at the elementary school level.
- House Bill 90 allows for a phasing-in process to address future reductions in class size averages.

2019 – 2020	1:19
2020 – 2021	1:18
2021 – 2022	1:17

- SAPFOTAC will continue to monitor this issue and determine the need for the reconvening of the Schools Joint Action Committee (SJAC)

2018 SAPFOTAC Report

Chapel Hill High School

- Due to renovations to Chapel Hill High School, the high school level will experience an increase in capacity of 105 students for the 2020-21 school year.

Charter and Private Schools

- Although charter and private schools numbers are not collected for SAPFO purposes, impacts due to enrollment at these schools are accounted for in the SAPFO process with the annual reporting of student membership and growth rates contained in the 10-year student projections.

DRAFT

Timeline

- Local governments review – ongoing
- Comments due – April 23, 2018
- BOCC Certification – May 15, 2018

DRAFT

Comments and Questions

DRAFT

ORANGE COUNTY, NC
SCHOOLS ADEQUATE PUBLIC
FACILITIES ORDINANCE

**PREPARED BY A STAFF COMMITTEE: PLANNING DIRECTORS,
SCHOOL REPRESENTATIVES, TECHNICAL ADVISORY COMMITTEE
(SAPFOTAC)**

**(PURSUANT TO PROVISIONS OF A MEMORANDUM OF
UNDERSTANDING ADOPTED IN 2002 & 2003)
(ORDINANCES ADOPTED IN JULY 2003)**

Annual Report
2018

(BASED ON NOVEMBER 2017 DATA)

CERTIFIED BY THE BOCC ON MAY X, 2018

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2018 SAPFOTAC Executive Summary

I. Base Memorandum of Understanding

A. Level of Service(No Change).....Pg. 1

	<i>Chapel Hill/Carrboro School District</i>	<i>Orange County School District</i>
<i>Elementary</i>	105%	105%
<i>Middle</i>	107%	107%
<i>High</i>	110%	110%

B. Building Capacity and Membership(Change).....Pg. 2

	<i>Chapel Hill/Carrboro School District</i>			<i>Orange County School District</i>		
	Capacity	Membership	Increase from Prior Year	Capacity	Membership	Increase from Prior Year
<i>Elementary</i>	5664	5522	(45)	3361	3183	(110)
<i>Middle</i>	2944	2833	4	2166	1730	6
<i>High</i>	3875	3927	165	2439	2445	(1)

C. Membership Date – November 15.....(No Change).....Pg.17

II. Annual Update to SAPFO System

A. Capital Investment Plan (CIP)(No Change).....Pg. 18

B. Student Membership Projection Methodology(No Change).....Pg. 19 The average of 3, 5, and 10 year history/cohort survival, linear and arithmetic projection models.

C. Student Membership Projections(Change).....Pg. 29

Analysis of 5 Years of Projections for 2017-18 School Year – Chapel Hill/Carrboro City Schools

(The first column for each year includes the student membership projection made for 2017-18 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2017-18 Membership									
	Actual 2017 Membership	2012-2013		2013-2014		2014-2015		2015-2016		2016-2017	
Elementary	5522	5875	H353	5927	H405	5730	H208	5584	H62	5605	H83
Middle	2833	3072	H239	2999	H166	2966	H133	2854	H21	2847	H14
High	3927	4108	H181	3982	H55	3858	L69	3820	L107	3832	L95

Analysis of 5 Years of Projections for 2017-18 School Year – Orange County Schools

(The first column for each year includes the student membership projection made for 2017-2018 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2017-18 Membership									
	Actual 2017 Membership	2012-13		2013-14		2014-15		2015-16		2016-17	
Elementary	3183	3654	H471	3627	H444	3234	H51	3308	H125	3253	H70
Middle	1730	1824	H94	1862	H132	1782	H52	1776	H46	1751	H21
High	2445	2472	H27	2533	H88	2581	H136	2539	H94	2480	H35

D. Student Membership Growth Rate(Change).....Pg. 39

Projected Average Annual Growth Rate over Next 10 Years										
Year Projection Made:	Chapel Hill/Carrboro School District					Orange County School District				
	2013-14	2014-15	2015-16	2016-17	2017-18	2013-14	2014-15	2015-16	2016-17	2016-17
Elementary	1.44%	1.11%	0.92%	0.91%	0.36%	1.30%	0.55%	0.80%	0.51%	0.58%
Middle	1.58%	1.15%	0.82%	0.95%	0.21%	1.42%	0.09%	0.67%	0.36%	0.13%
High	1.27%	1.22%	0.93%	0.72%	0%	1.35%	0.39%	0.56%	0.22%	-0.10%

E. Student / Housing Generation Rate(No Change).....Pg. 42

SCHOOL ADEQUATE PUBLIC FACILITIES ORDINANCE STATUS

(based on future year Student Membership Projections)

CHAPEL HILL/CARRBORO SCHOOL DISTRICT

Elementary School Level

- Does not currently exceed 105% LOS standard (current LOS is 97.5%).
- The projected growth rate at this level is expected to decrease over the next 10 years, but remain positive (average ~0.36% per year compared to 1.15% over the past 10 years).
- Similar to last year, projections are not showing a need for an additional Elementary School in the 10-year projection period.

Middle School Level

- Does not currently exceed 107% LOS standard (current LOS is 96.2%).
- The projected growth rate at this level is expected to decrease over the next 10 years, but remain positive (average ~0.21% compared to an average of 1.15% over the past 10 years).
- Similar to last year, projections are not showing a need for an additional Middle School in the 10-year projection period.

High School Level

- Does not currently exceed the 110% LOS standard (current LOS is 101.3%).
- The projected growth rate at this level is expected to decrease over the next 10 years (average ~0.0% compared to 0.59% over the past 10 years).

- C. Similar to last year, projections are not showing a need to expand Carrboro High School from the initial capacity of 800 students to the ultimate capacity of 1,200 students in the 10-year projection period.

ORANGE COUNTY SCHOOL DISTRICT

Elementary School Level

- A. Does not currently exceed 105% LOS standard (current LOS is 94.7%).
- B. The projected growth rate at this level is expected to decrease, but remain positive over the next 10 years (average ~0.58% compared to 0.72% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Elementary School in the 10-year projection period.

Middle School Level

- A. Does not currently exceed 107% LOS standard (current LOS is 79.9%).
- B. The projected growth rate at this level is expected to decrease, but remain positive over the next 10 years (average ~0.13% compared to 0.90% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Middle School in the 10-year projection period.

High School Level

- A. Does not currently exceed 110% LOS standard (current LOS is 100.2%).
- B. The projected growth rate at this level is expected to decrease the next 10 years (average ~ -0.10% compared to 1.16% over the past 10 years).
- C. Similar to last year, projections are not showing a need to expand Cedar Ridge High School from the initial capacity of 1,000 students to 1,500 students in the 10-year projection period.

ADDITIONAL INFORMATION

The Schools Adequate Public Facilities Ordinance (SAPFO) student projections illustrate when the adopted level of service capacities are forecasted to be met and/or exceeded in anticipation of CIP planning and the construction of a new school. Both school districts continue planning efforts to renovate and expand existing facilities to address school capacity needs in a more feasible way. Additional capacity resulting from school renovations and expansions will be added to the projection models in stages, once funding is approved, versus the addition of greater capacity when a new school is constructed and completed. The renovation and expansion to existing facilities may delay construction of new schools further into the future. This process will pose some challenges to SAPFO compared to the existing process which indicates in advance when a completely new school is needed. Decisions on the timing of reconstruction funding would be indirectly linked to the SAPFO model.

SAPFO student projections for this year are not showing a need for new school construction or expansion in the 10-year projection period for both school districts due to slowing student growth rates. However, planned residential development in the near future may increase student membership and accelerate school construction and expansion needs into the 10-year projection period. Although capacity and construction needs are not identified this year, both school districts face a large backlog of school capital projects that need to be addressed. Given that

student projections are not showing an immediate need for school construction in the 10-year period, this may provide the time for both school districts to commence and/or complete these projects in order to address ongoing needs.

Changes in Average Class Size

The State of North Carolina passed legislation in 2017 resulting in a decrease in class size averages from 1:21 to 1:20 for kindergarten to third grade for the 2017-2018 school year. As a result, both school districts experienced a decrease in capacity at the elementary school level this school year. This legislation may also result in an additional decrease in class size averages from 1:20 to 1:17 for kindergarten to third grade for the 2018-19 school year. Due to significant statewide ramifications as a result of the reduced class size averages, the North Carolina General Assembly will be reviewing legislation during the February Special Session to determine how to address impacts resulting from class size changes. If legislative action is not taken, the 1:17 class size averages will remain and result in a decrease in capacity of approximately 660 seats for CHCCS. Due to waiver from the state, CHCCS will have an additional year to plan for impacts resulting from changes in class size. OCS has begun the process of adjusting average class sizes this school year in order to prepare for future reductions. The SAPFO Technical Advisory Committee will continue monitoring to monitor this issue.

Charter Schools

Currently, there are two Charter Schools located in the Town of Hillsborough. Eno River Academy (K-12) serves 326 students and The Expedition School (K-8) serves 542 students. Charter schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity numbers are not monitored or included in future projections. SAPFO projections are used for projecting only public school construction needs. However, the SAPFO Technical Advisory Committee does monitor charter schools and their effect on student enrollment in both school districts. If a charter school were to close and a spike were to be realized in school enrollment, the student projections would likely accelerate the need for additional capacity in future years, but likely still within an appropriate time for CIP planning. Charter Schools are also monitored by the Department of Public Instruction (DPI) which provides pupil information, based on data received from Charter Schools located in Orange County, to the County for funding purposes.

Orange County, NC School Adequate Public Facilities Ordinance

Introduction

The Schools Adequate Public Facilities Ordinance (SAPFO) and its Memorandum of Understanding are ordinances and agreements, respectively. Supporting documents are anticipated to be dynamic to incorporate the annual changing conditions of membership, capacity and student projections that may affect School Capital Investment Plan (CIP) timing. This formal annual report will be forthcoming to all of the Schools Adequate Public Facilities Ordinance partners each year as new information is available.

This updated information is used in the schools capital needs process of the Capital Investment Plan (Process 1) and within elements of the Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) spreadsheet system (Process 2).

This report and any comments from the Schools Adequate Public Facilities Ordinance partners will be considered in the first half of each year by the Board of County Commissioners at a regular or special meeting. The various elements of the report are then “certified” and formally considered in the process of the upcoming Capital Investment Plan. The Certificate of Adequate Public Schools system is updated after November 15 when data is received from the school districts with actual membership and pre-certified capacity (i.e. CIP capacity or prior “joint action” capacity changes).

The Schools Adequate Public Facilities Ordinance and Memorandum of Understanding have dynamic aspects. The derivation of the baseline and update to the variables will continue in the future as a variety of school related issues are fine-tuned by technical and policy groups.

The primary facet of this report includes the creation of mathematical projections for student memberships by school levels (Elementary, Middle and High) and by School Districts (Chapel Hill/Carrboro and Orange County). This information is found in Section II, Subsections B, C, D, and E.

In summary, this report serves as an update to the dynamic conditions of student membership and school capacity which affect future projected needs considered in Capital Investment Planning.

Interested parties may make their comments known to the Board of County Commissioners prior to their review of the report and school CIP completion or ask questions of the SAPFOTAC members.

Schools Adequate Public Facilities Ordinance Partners

ANNUAL REPORT AS OUTLINED IN Schools Adequate Public Facilities Ordinance Memorandum of Understanding (SAPFO MOU) SECTION 1d

RESPECTFULLY SUBMITTED TO SCHOOLS ADEQUATE PUBLIC FACILITIES ORDINANCE PARTNERS

Chapel Hill/Carrboro School District SAPFO	Orange County School District SAPFO
Board of County Commissioners	Board of County Commissioners
Carrboro Board of Aldermen	Hillsborough Town Council
Chapel Hill Town Council	
Chapel Hill/Carrboro School Board	Orange County School Board

Planning Directors/School Representatives
Technical Advisory Committee
(aka SAPFOTAC)

Town of Carrboro
 Trish McGuire, Planning Director
 301 West Main Street
 Carrboro, NC 27510

Town of Chapel Hill
 Ben Hitchings, Planning and Development Services Director
 405 Martin Luther King, Jr. Blvd.
 Chapel Hill, North Carolina 27514

Town of Hillsborough
 Margaret Hauth, Planning Director
 P.O. Box 429
 Hillsborough, NC 27278

Orange County Planning Department
 Craig Benedict, Planning Director
 Ashley Moncado, Special Projects Planner
 Gary Donaldson, Director of Finance and Administrative Services
 131 W. Margaret Lane
 P.O. Box 8181
 Hillsborough, NC 27278

Orange County School District
 Todd Wirt, Superintendent
 Patrick Abele, Chief Operations Officer
 200 E. King Street
 Hillsborough, NC 27278

Chapel Hill-Carrboro School District
 Todd LoFrese, Assistant Superintendent for Support Services
 Catherine Mau, Coordinator of Student Enrollment
 750 Merritt Mill Road
 Chapel Hill, NC 2751

I. Base Memorandum of Understanding

A. Level of Service

1. **Responsible Entity for Suggesting Change** – Change can only be effectuated by amendment to Memorandum of Understanding (MOU) by all SAPFO partners.
2. **Definition** – Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at a certain school system grade group [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)].

3. **Standard for:**

Standard for:

Chapel Hill/Carrboro School District			Orange County School District		
Elementary	Middle	High School	Elementary	Middle	High School
105%	107%	110%	105%	107%	110%

4. **Analysis of Existing Conditions:**

Analysis of Existing Conditions:

Chapel Hill/Carrboro School District

Orange County School District

These standards are acceptable at this time.

These standards are acceptable at this time.

5. **Recommendation:**

Recommendation:

Chapel Hill/Carrboro School District

Orange County School District

No change from above standard.

No change from above standard.

B. Building Capacity and Membership

1. **Responsible Entity for Suggesting Change** – The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) will receive requested changes that are CIP related and adopted in the prior year. CIP capacity changes will be updated along with actual membership received in November of each year. Other changes will be sent to a ‘Joint Action Committee’ of the BOCC and Board of Education, as noted in the MOU, who will make recommendations and forward changes (on the specific forms with justification) to the full Board of County Commissioners for review and action. These non-CIP changes would be updated in the upcoming November CAPS system recalibration and included in the SAPFOTAC report.
2. **Definition** – “For purposes of this Memorandum, "building capacity" will be determined by reference to State guidelines and the School District guidelines (consistent with CIP School Construction Guidelines/policies developed by the School District and the Board of County Commissioners) and will be determined by a joint action of the School Board and the Orange County Board of Commissioners. As used herein the term "building capacity" refers to permanent buildings. Mobile classrooms and other temporary student accommodating classroom spaces are not permanent buildings and may not be counted in determining the school districts building capacity.”

3. **Standard for:**

Chapel Hill/Carrboro School District

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Chapel Hill Carrboro School District April 29, 2002 - Base) Capacity changes were made each year as follows:

2003: Increase of 619 at Rashkis Elementary.

2004: No changes at Elementary, Middle, or High School levels.

2005: No changes at Elementary, Middle, or High

Standard for:

Orange County School District

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Orange County School District April 30, 2002 - Base) Capacity changes were made each year as follows:

2003: No net increase in capacity at Elementary level. No changes at Middle School level.

Increase of 1,000 at Cedar Ridge High School.

2004: No net increase in capacity at Elementary

Section I

School levels.

2006: No changes at Elementary, Middle, or High School levels.

2007: An increase of 800 at the High School level with the opening of Carrboro High School.

2008: An increase of 323 at the Elementary School level due to the opening of Morris Grove Elementary School and the implementation of the 1:21 class size ratio in grades K-3

2009: No changes at Elementary, Middle, or High School levels.

2010: An increase in capacity of 40 students at the High School level with Phoenix Academy High School becoming official high school within the district

2011: No changes at Elementary, Middle, or High School levels.

2012: No changes at Elementary, Middle, or High School levels.

2013: An increase in capacity of 585 students due to the opening of Northside Elementary School.

2014: An increase in capacity of 104 students due to the opening of the Culbreth Middle School addition.

2015: No changes at Elementary, Middle, or High School levels.

2016: No changes at Elementary, Middle, or High School levels.

2017: A decrease in capacity of 165 students due to the implementation of the 1:20 class size ratio in grades K-3.

level. No changes at Middle or High School levels.

2005: An increase in capacity of 100 at Hillsborough Elementary with the completion of renovations.

2006: An increase in capacity of 700 at the Middle School level with the completion of Gravelly Hill Middle School and an increase of 15 at the High School level with the temporary location of Partnership Academy Alternative School. An increase of 2 at the Elementary level due to a change in the capacity calculation for each grade at each school.

2007: No changes at Elementary, Middle, or High School levels.

2008: A decrease of 228 at the Elementary School level due to the implementation of the 1:21 class size ratio in grades K-3 and an increase of 25 at the High School level with the completion of the new Partnership Academy Alternative School.

2009: No changes at Elementary, Middle, or High School levels.

2010: No changes at Elementary, Middle, or High School levels.

2011: No changes at Elementary, Middle, or High School levels.

2012: No changes at Elementary or Middle School levels. A decrease of 119 at High School level as a result of a N.C. Department of Public Instruction (DPI) study.

2013: No changes at Elementary, Middle, or High

School levels.

2014: No changes at Elementary, Middle, or High School levels.

2015: No changes at Elementary, Middle, or High School levels.

2016: No changes at Elementary, Middle, or High School levels.

2017: A decrease in capacity of 333 students due to the implementation of the 1:20 class size ratio in grades K-3.

4. Analysis of Existing Conditions:

Chapel Hill/Carrboro School District

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners each year. The requested 2017-18 capacity is noted on Attachment I.B.4

5. Recommendation:

Chapel Hill/Carrboro School District

Accept school capacities at all levels, as reported by CHCCS and shown in Attachment I.B.4.

Analysis of Existing Conditions:

Orange County School District

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners each year. The requested 2017-18 capacity is noted on Attachment I.B.3

Recommendation:

Orange County School District

Accept school capacities at all levels, as reported by OCS and shown in Attachment I.B.3.

Attachment I.B.1 Orange County School Capacity (Elementary, Middle, & High)

(2016-17)


(Page 1 of 3)

School APFO Capacity, Membership and Change Request Form**School District:** Orange County Schools**SAPFO CAPS Year:** November 15, 2016 - November 14, 2017**Capacity and Membership Submittal Date:** November 15, 2016

Elementary School	Square Feet	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	Justification Footnote #	Membership
Cameron Park	70,812	565	565	565	565	565		650
Central	52,492	455	455	455	455	455		277
Efland Cheeks	64,316	497	497	497	497	497		409
Grady Brown	74,016	544	544	544	544	544		503
Hillsborough	51,106	471	471	471	471	471		470
New Hope	100,164	586	586	586	586	586		597
Pathways	85,282	576	576	576	576	576		387
Total	498,188	3,694	3,694	3,694	3,694	3,694		3,293


Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.


Justification:**Capacity Certification:**

 11/21/16
 Superintendent Date

 12/6/2016
 BOCC Chair Date

Membership Certification:

 11/21/16
 Superintendent Date

 12/6/2016
 BOCC Chair Date

Attachment I.B.1 Orange County School Capacity (Elementary, Middle, & High)

(2016-17)

(Page 2 of 3)

School APFO Capacity, Membership and Change Request Form**School District:** Orange County Schools**SAPFO CAPS Year:** November 15, 2016 - November 14, 2017**Capacity and Membership Submittal Date:** November 15, 2016

Middle School	Square Feet	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	Justification Footnote #	Membership
A.L. Stanback	136,000	740	740	740	740	740		628
C.W. Stanford	107,620	726	726	726	726	726		614
Gravelly Hill	123,000	700	700	700	700	700		482
Total	366,620	2,166	2,166	2,166	2,166	2,166		1,724

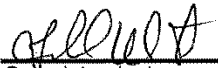
Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:**Capacity Certification:**

 11/21/16
 Superintendent Date

 12/6/2016
 BOCC Chair Date

Membership Certification:

 11/21/16
 Superintendent Date

 12/6/2016
 BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2016 - November 14, 2017

Capacity and Membership Submittal Date: November 15, 2016

High School	Square Feet	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	Justification Footnote #	Membership
Orange	213,509	1,399	1,399	1,399	1,399	1,399		1,257
Cedar Ridge	206,900	1,000	1,000	1,000	1,000	1,000		1,155
Partnership	6,600	40	40	40	40	40		34
Total	427,009	2,439	2,439	2,439	2,439	2,439		2,446


Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. The 2012-2013 capacity numbers for Orange High School (1,399) is based on a capacity analysis and facilities study completed by the Department of Public Instruction in August 2012.

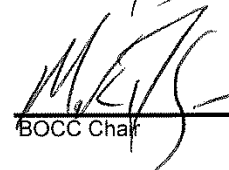
Justification:
Capacity Certification:

 12/5/16
Superintendent Date

 12/6/2016
BOCC Chair Date

Membership Certification:

 12/5/16
Superintendent Date

 12/6/2016
BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2016 - November 14, 2017


Capacity and Membership Submittal Date: November 15, 2016

Elementary School	Square Feet	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	60,832	533	533	533	533	533		496
Ephesus	66,952	448	448	448	448	448		408
Estes Hills	56,299	527	527	527	527	527		499
Glenwood	50,764	423	423	538	423	423		483
FP Graham	66,689	538	538	423	538	538		582
McDougle	98,000	564	564	564	564	564		516
Rashkis	95,729	585	585	585	585	585		502
Scroggs	90,980	575	575	585	575	575		505
Seawell	52,896	466	466	585	466	466		549
Morris Grove	90,221	585	585	575	585	585		544
Northside	99,500	0	585	466	585	585		483
Total	828,862	5,244	5,829	5,829	5,829	5,829		5,567

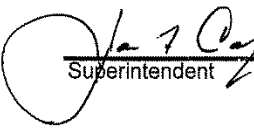
Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity Certification:

 11-18-16
Superintendent Date

Membership Certification:

 11-18-16
Superintendent Date

 12/4/2016
BOCC Chair Date

 12/4/2016
BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools


SAPFO CAPS Year: November 15, 2016 - November 14, 2017

Capacity and Membership Submittal Date: November 15, 2016

Middle School	Square Feet	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Culbreth	122,467	670	670	774	774	774		712
McDougle	136,221	732	732	732	732	732		671
Phillips	109,498	706	706	706	706	706		651
Smith	128,764	732	732	732	732	732		795
Total	496,950	2,840	2,840	2,944	2,944	2,944		2,829

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

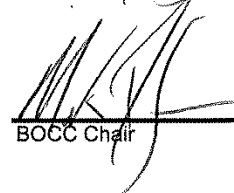
Justification:
Capacity Certification:


11-18-16
 Superintendent Date

Membership Certification:


11-18-16
 Superintendent Date


12/6/2016
 BOCC Chair Date


12/4/2016
 BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools
SAPFO CAPS Year: November 15, 2016 - November 14, 2017
Capacity and Membership Submittal Date: November 15, 2016

High School	Square Feet	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Chapel Hill	241,111	1,520	1,520	1,520	1,520	1,520		1,521
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,381
Carrboro	148,023	800	800	800	800	800		828
Phoenix Acad.	5,207	40	40	40	40	40		32
Total	654,210	3,875	3,875	3,875	3,875	3,875		3,762

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity Certification:

Jan F. Cay 11-18-16
Superintendent Date

Membership Certification:

Jan F. Cay 11-18-16
Superintendent Date

[Signature] 12/6/2016
BOCC Chair Date

[Signature] 12/6/2016
BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2017 - November 14, 2018

Capacity and Membership Submittal Date: November 15, 2017

Elementary School	Square Feet	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	2017-2018 Requested Capacity	Justification Footnote #	Membership
Cameron Park	70,812	565	565	565	565	502		617
Central	52,492	455	455	455	455	428		268
Efland Cheeks	64,316	497	497	497	497	455		411
Grady Brown	74,016	544	544	544	544	490		463
Hillsborough	51,106	471	471	471	471	420		451
New Hope	100,164	586	586	586	586	526		594
Pathways	85,282	576	576	576	576	540		379
Total	498,188	3,694	3,694	3,694	3,694	3,361		3,183


Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Reduction in class sizes in grades K-3 due to Legislative requirements under House Bill 13.

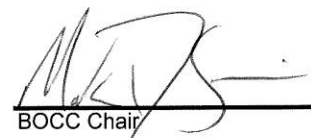
Capacity Certification:

 11/30/17
 Superintendent Date


 BOCC Chair Date

Membership Certification:

 11/30/17
 Superintendent Date


 BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2017 - November 14, 2018

Capacity and Membership Submittal Date: November 15, 2017

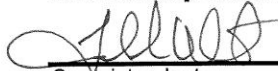
Middle School	Square Feet	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	2017-2018 Requested Capacity	Justification Footnote #	Membership
A.L. Stanback	136,000	740	740	740	740	740		638
C.W. Stanford	107,620	726	726	726	726	726		630
Gravelly Hill	123,000	700	700	700	700	700		462
Total	366,620	2,166	2,166	2,166	2,166	2,166		1,730

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.


Justification:
Capacity Certification:

 11/21/17
 Superintendent Date

Membership Certification:

 11/21/17
 Superintendent Date


 BOCC Chair Date


 BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2017 - November 14, 2018

Capacity and Membership Submittal Date: November 15, 2017

High School	Square Feet	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	2017-2018 Requested Capacity	Justification Footnote #	Membership
Orange	213,509	1,399	1,399	1,399	1,399	1,399		1,286
Cedar Ridge	206,900	1,000	1,000	1,000	1,000	1,000		1,116
Partnership	6,600	40	40	40	40	40		43
Total	427,009	2,439	2,439	2,439	2,439	2,439		2,445

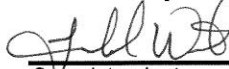
Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. The 2012-2013 capacity numbers for Orange High School (1,399) is based on a capacity analysis and facilities study completed by the Department of Public Instruction in August 2012.


Justification:
Capacity Certification:


 Superintendent 11/21/17
 Date


 BOCC Chair Date

Membership Certification:


 Superintendent 11/21/17
 Date


 BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2017 - November 14, 2018

Capacity and Membership Submittal Date: November 15, 2017

Elementary School	Square Feet	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	2017-2018 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	60,832	533	533	533	533	518	1	490
Ephesus	66,952	448	448	448	448	436		396
Estes Hills	56,299	527	527	527	527	516		490
Glenwood	50,764	423	538	423	423	412		507
FP Graham	66,689	538	423	538	538	522		597
McDougle	98,000	564	564	564	564	548		531
Rashkis	95,729	585	585	585	585	568		473
Scroggs	90,980	575	585	575	575	558		501
Seawell	52,896	466	585	466	466	450		541
Morris Grove	90,221	585	575	585	585	568		542
Northside	99,500	585	466	585	585	568		454
Total	828,862	5,829	5,829	5,829	5,829	5,664		5,522

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

1 New class sizes mandated by HB 13 result in a loss of 165 elementary seats.

Capacity Certification:

Panela Bald 11/27/17
Superintendent Date

[Signature]
BOCC Chair Date

Membership Certification:

Panela Bala 11/27/17
Superintendent Date

[Signature]
BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2017 - November 14, 2018

Capacity and Membership Submittal Date: November 15, 2017

Middle School	Square Feet	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	2017-2018 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Culbreth	122,467	670	774	774	774	774		689
McDougle	136,221	732	732	732	732	732		654
Phillips	109,498	706	706	706	706	706		670
Smith	128,764	732	732	732	732	732		820
Total	496,950	2,840	2,944	2,944	2,944	2,944		2,833

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:
Capacity Certification:

Pamela Bala 11/27/17
Superintendent Date

MKS
BOCC Chair Date

Membership Certification:

Pamela Bala 11/27/17
Superintendent Date

MKS
BOCC Chair Date

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2017 - November 14, 2018

Capacity and Membership Submittal Date: November 15, 2017

High School	Square Feet	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	2016-2017 Requested Capacity	2017-2018 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Chapel Hill	241,111	1,520	1,520	1,520	1,520	1,520		1,563
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,464
Carrboro	148,023	800	800	800	800	800		861
Phoenix Acad.	5,207	40	40	40	40	40		39
Total	654,210	3,875	3,875	3,875	3,875	3,875		3,927

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:
Capacity Certification:

Pamela Sala 11/27/17
Superintendent Date

[Signature]
BOCC Chair Date

Membership Certification:

Pamela Sala 11/27/17
Superintendent Date

[Signature]
BOCC Chair Date

C. Membership Date

1. ***Responsible Entity for Suggesting Change*** – Change can be effectuated only by amendment to Memorandum of Understanding (MOU) by all SAPFO partners. The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) may advise if a change in date would improve the reporting or timeliness of the report.
2. ***Definition*** – The date at which student membership is calculated. This date is updated each year and also serves as the basis for projections along with the history from previous years. “For purposes of this Memorandum, the term "school membership" means the actual number of students attending school as of November 15 of each year. The figure is determined by considering the number of students enrolled (i.e. registered, regardless of whether a student is no longer attending school) and making adjustments for withdrawals, dropouts, deaths, retentions and promotions. Students who are merely absent from class on the date membership is determined as a result of sickness or some other temporary reason are included in school membership figures. Each year the School District shall transmit its school membership to the parties to this agreement no later than five (5) school days after November 15.
3. ***Standard for:***

Chapel Hill/Carrboro School District November 15 of each year	Orange County School District November 15 of each year
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4. ***Analysis of Existing Conditions:***
This will be analyzed in the future years to determine if it is an exemplary date.
5. ***Recommendation:***

Chapel Hill/Carrboro School District No change at this time.	Orange County School District No change at this time.
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II. Annual Update to Schools Adequate Public Facilities Ordinance System

A. Capital Investment Plan (CIP)

1. ***Responsible Entity for Suggesting Change*** – The updating of this section will be conducted by the Board of County Commissioners (BOCC) after review of the CIP requests from the School Districts. Action regarding CIP programs usually occurs during the BOCC budget Public Hearing process in the winter and spring of each year. The development of the CIP considers the conditions noted in the SAPFOTAC report released in the same CIP development year including LOS (level of service), capacity, and membership projections.
2. ***Definition*** – The process and resultant program to determine school needs and provide funding for new school facilities through a variety of funding mechanisms.
3. ***Standard for:***

Chapel Hill/Carrboro School District	Orange County School District
Not Applicable	Not Applicable
4. ***Analysis of Existing Conditions:***

The MOU outlines a system of implementing the SAPFO, including issuing Certificates of Adequate Public Schools (CAPS) to new development if capacity is available. The Requests for CAPS will be evaluated using the most recently adopted Capital Investment Plan. A new Capital Investment Plan is currently under development for approval prior to June 30, 2018.
5. ***Recommendation:***

Not subject to staff review

B. Student Membership Projection Methodology

1. ***Responsible Entity for Suggesting Change*** – This section is reviewed and recommended by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) to the BOCC for change, if necessary.
2. ***Definition*** – The method(s) by which student memberships are calculated for future years to determine total membership at each combined school level (Elementary, Middle, and High School) which take into consideration historical membership totals at a specific time (November 15) in the school year. These methods are also known as ‘models’.
3. ***Standard for:***

Chapel Hill/Carrboro School District	Orange County School District
<p>Presently, the <u>average of five models</u> is being used: namely 3, 5, and 10 year history/cohort survival methods, Orange County Planning Department Linear Wave, and Tischler Linear methods. Attachment II.B.1 includes a description of each model.</p>	
4. ***Analysis of Existing Conditions:***

Performance of the models is monitored each year. The value of a projection model is in its prediction of school level capacities at least three years in advance of capacity shortfalls so the annual Capital Investment Plan (CIP) updates can respond proactively with siting, design, and construction. Attachment II.B.1 includes a description of each model. Attachment II.B.3 shows the performance of the models for the 2015-16 school year from the prior year projection.
5. ***Recommendation:***

More than fifteen years of projection results are now available. Analysis on the accuracy of the results is showing that some models have better results in one district while others have better results in the other district. The historic growth rate is recorded by the models, but projected future growth is more difficult to accurately quantify. In all areas of the county, proposed growth is not included in the SAPFO projection system until actual students begin enrollment. The system is updated in November of each year, becoming part of the historical projection base.

Attachment II.B.I – Student Membership Projection Descriptions

STUDENT MEMBERSHIP PROJECTIONS

PROJECTION TYPE	DESCRIPTION / CHARACTERISTICS	FORMULA	ASSUMPTIONS
Tischler Linear (OCS & CHCCS)	Mathematical formula; straight line projection	$y = ((c^*b)^x) + b$ y=projected population; c=historical annual change; b=base year; x= projection years	Historical growth is reflected in projected growth
OCP Linear Wave (OCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI + 5(n)) = EYM$ $EYM * SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; increase in BYI of 5 every other year reflects increases in housing growth; reflects buildout constraints
OCP Linear Wave (CHCCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI - 15(n)) = EYM$ $EYM * SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; decrease in BYI of 15 until school year 2010-2011 reflects decreases in housing growth; reflects buildout constraints
3-Year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 3 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = K_{n-1} + (K_{n-1} * 0.01)$ $n=1$ $a = (\sum G_n / g_{n-1}) / 3$ $n=3$ $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership (other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
5 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 5 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = K_{n-1} + (K_{n-1} * 0.01)$ $n=1$ $a = (\sum G_n / g_{n-1}) / 5$ $n=5$ $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership (other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
10 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 10 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = K_{n-1} + (K_{n-1} * 0.01)$ $n=1$ $a = (\sum G_n / g_{n-1}) / 10$ $n=10$ $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership (other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year

Orange County School District
School Membership 2016-2017 School Year (November 15, 2016)

	11/13/15 Actual 2015-16	2016 Report Projection for 2016-17	11/15/16 Actual 2016-17	Change between actual Nov 2015 - Nov 2016
Elementary	3318		3293	-25
<u>Model</u>			<u>Projection is</u>	
T		3366	H73	
OCP		3376	H83	
10C		3306	H13	
5C		3289	L4	
3C		3288	L5	
AVG		3325	H32	
	11/13/15		11/15/16	
Middle	1739		1724	-15
<u>Model</u>			<u>Projection is</u>	
T		1764	H40	
OCP		1769	H45	
10C		1733	H9	
5C		1726	H2	
3C		1724	Equal	
AVG		1743	H19	
	11/13/15		11/15/16	
High	2469		2446	-23
<u>Model</u>			<u>Projection is</u>	
T		2504	H58	
OCP		2511	H65	
10C		2478	H32	
5C		2506	H60	
3C		2519	H73	
AVG		2504	H58	
Totals	11/13/15		11/15/16	
Elementary	3318		3293	
Middle	1739		1724	
High	2469		2446	
	7526		7463	-63
<u>Model</u>			<u>Projection is</u>	
T		7634	H171	
OCP		7656	H193	
10C		7517	H54	
5C		7521	H58	
3C		7531	H68	
AVG		7572	H109	

H means High
L means Low

**Orange County School District
School Membership 2016-2017 School Year (November 15, 2016)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T) ORANGE COUNTY PLANNING (OCP)	10-YEAR COHORT (10C) 5-YEAR COHORT (5C) 3-YEAR COHORT (3C)

Elementary School Level

- The projections were mixed low to high, ranging from 5 students below to 83 students above actual membership. On average, the projections were 32 students higher than the actual membership.
- The membership actually decreased by 25 students between November 13, 2015 and November 15, 2016.

Middle School Level

- The majority of projections were all high, ranging from 2 students to 45 students above actual membership. One projection equaled actual membership. On average, the projections were 19 students higher than the actual membership.
- The membership actually decreased by 15 students between November 13, 2015 and November 15, 2016.

High School Level

- Projections were all high, ranging from 32 to 73 students above actual membership. On average, the projections were 58 students higher than the actual membership.
- The membership actually decreased by 23 students between November 13, 2015 and November 15, 2016.

TOTAL

- The totals of all school level projections were all high, ranging from 54 to 193 students above actual membership. On average, the projections were 109 students higher than the actual membership.
- The membership decreased in total by 63 students, which is the sum of -25 at Elementary, -15 at Middle, and -23 at High.

Chapel Hill/Carrboro School District
School Membership 2016-2017 School Year (November 15, 2016)

	11/13/15 Actual 2015-16	2016 Report Projection for 2016-17	11/15/16 Actual 2016-17	Change between actual Nov 2015 - Nov 2016
Elementary	5501		5567	+66
<u>Model</u>			<u>Projection is</u>	
T		5576	H9	
OCP		5602	H35	
10C		5547	L20	
5C		5534	L33	
3C		5502	L65	
AVG		5552	L15	
	<u>11/13/15</u>		<u>11/15/16</u>	
Middle	2844		2829	-15
<u>Model</u>			<u>Projection is</u>	
T		2883	H54	
OCP		2878	H49	
10C		2815	L14	
5C		2798	L31	
3C		2775	L54	
AVG		2830	H1	
	<u>11/13/15</u>		<u>11/15/16</u>	
High	3701		3762	+61
<u>Model</u>			<u>Projection is</u>	
T		3752	L10	
OCP		3792	H30	
10C		3753	L9	
5C		3757	L5	
3C		3732	L30	
AVG		3757	L5	
Totals	<u>11/13/15</u>		<u>11/15/16</u>	
Elementary	5501		5567	
Middle	2844		2829	
High	3701		3762	
	12,046		12,158	+112
<u>Model</u>			<u>Projection is</u>	
T		12,211	H53	
OCP		12,272	H114	
10C		12,115	L43	
5C		12,089	L69	
3C		12,009	L149	
AVG		12,139	L19	

H means High

L means Low

**Chapel Hill/Carrboro School District
School Membership 2016-2017 School Year (November 15, 2016)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were mixed, ranging from 65 students below to 35 students above actual membership. On average, the projections were 15 students lower than the actual membership.
- The actual membership increased by 66 students between November 13, 2015 and November 15, 2016.

Middle School Level

- Projections were mixed, ranging from 54 students below to 54 students above actual membership. On average, the projections were 1 student higher than the actual membership.
- The actual membership decreased by 15 students between November 13, 2015 and November 15, 2016.

High School Level

- The majority of projections were low, ranging from 30 to 5 students below actual membership. One projection was 30 students above actual membership. On average, the projections were 5 students lower than the actual membership.
- The actual membership increased by 61 students between November 13, 2015 and November 15, 2016.

TOTAL

- The total of all school level projections were mixed, ranging from 149 students below to 114 students above actual membership. On average, the projections were 19 students lower than the actual membership.
- The membership increased in total by 112 students, which is the sum of +66 at Elementary, -15 at Middle, and +61 at High.

Orange County School District
School Membership 2017-18 School Year (November 15, 2017)

	11/14/16 Actual 2016-17	2017 Report Projection for 2017-18	11/15/17 Actual 2017-18	Change between actual Nov 2016 - Nov 2017
Elementary	3293		3183	-110
<u>Model</u>			<u>Projection is</u>	
T		3335	H152	
OCP		3329	H146	
10C		3213	H30	
5C		3203	H20	
3C		3188	H5	
AVG		3253	H70	
	11/14/16		11/15/17	
Middle	1724		1730	+6
<u>Model</u>			<u>Projection is</u>	
T		1746	H16	
OCP		1744	H14	
10C		1763	H33	
5C		1753	H23	
3C		1750	H20	
AVG		1751	H21	
	11/14/16		11/15/17	
High	2446		2445	-1
<u>Model</u>			<u>Projection is</u>	
T		2477	H32	
OCP		2476	H31	
10C		2472	H27	
5C		2493	H48	
3C		2482	H37	
AVG		2480	H35	
Totals	11/14/16		11/15/17	
Elementary	3293		3183	
Middle	1724		1730	
High	2446		2445	
	7463		7358	-105
<u>Model</u>			<u>Projection is</u>	
T		7558	H200	
OCP		7549	H191	
10C		7448	H90	
5C		7449	H91	
3C		7420	H62	
AVG		7484	H126	

H means High

L means Low

**Orange County School District
School Membership 2017-2018 School Year (November 15, 2017)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T) ORANGE COUNTY PLANNING (OCP)	10-YEAR COHORT (10C) 5-YEAR COHORT (5C) 3-YEAR COHORT (3C)

Elementary School Level

- The projections were all high, ranging from 5 students to 152 students above actual membership. On average, the projections were 70 students higher than the actual membership.
- The membership actually decreased by 110 students between November 14, 2016 and November 15, 2017.

Middle School Level

- The majority of projections were all high, ranging from 14 students to 33 students above actual membership. On average, the projections were 21 students higher than the actual membership.
- The membership actually increased by 6 students between November 14, 2016 and November 15, 2017.

High School Level

- Projections were all high, ranging from 27 to 48 students above actual membership. On average, the projections were 35 students higher than the actual membership.
- The membership actually decreased by 1 student between November 14, 2016 and November 15, 2017.

TOTAL

- The totals of all school level projections were all high, ranging from 62 to 200 students above actual membership. On average, the projections were 126 students higher than the actual membership.
- The membership decreased in total by 105 students, which is the sum of -110 at Elementary, +6 at Middle, and -1 at High.

Chapel Hill/Carrboro School District
School Membership 2017-18 School Year (November 15, 2017)

	11/14/16 Actual 2016-17	2017 Report Projection for 2017-18	11/15/17 Actual 2017-18	Change between actual Nov 2016 - Nov 2017
Elementary	5567		5522	-45
<u>Model</u>			<u>Projection is</u>	
T		5641	H119	
OCP		5632	H110	
10C		5599	H77	
5C		5580	H58	
3C		5575	H53	
AVG		5605	H83	
	<u>11/14/16</u>		<u>11/15/17</u>	
Middle	2829		2833	+4
<u>Model</u>			<u>Projection is</u>	
T		2867	H34	
OCP		2893	H60	
10C		2844	H11	
5C		2822	L11	
3C		2807	L26	
AVG		2847	H14	
	<u>11/14/16</u>		<u>11/15/17</u>	
High	3762		3927	+165
<u>Model</u>			<u>Projection is</u>	
T		3812	L115	
OCP		3812	L115	
10C		3850	L77	
5C		3848	L79	
3C		3839	L88	
AVG		3832	L95	
Totals	<u>11/14/16</u>		<u>11/15/17</u>	
Elementary	5567		5522	
Middle	2829		2833	
High	<u>3762</u>		<u>3927</u>	
	12,158		12,282	+124
<u>Model</u>			<u>Projection is</u>	
T		12,320	H38	
OCP		12,337	H55	
10C		12,293	H11	
5C		12,250	L32	
3C		12,221	L61	
AVG		12,284	H2	

H means High

L means Low

**Chapel Hill/Carrboro School District
School Membership 2017-2018 School Year (November 15, 2017)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were all high ranging from 53 students to 119 students above actual membership. On average, the projections were 83 students higher than the actual membership.
- The actual membership decreased by 45 students between November 14, 2016 and November 15, 2017.

Middle School Level

- Projections were mixed, ranging from 26 students below to 60 students above actual membership. On average, the projections were 14 students higher than the actual membership.
- The actual membership increased by 4 students between November 14, 2016 and November 15, 2017.

High School Level

- Projections were all low, ranging from 77 to 115 students below actual membership. On average, the projections were 95 students lower than the actual membership.
- The actual membership increased by 165 students between November 14, 2016 and November 15, 2017.

TOTAL

- The total of all school level projections were mixed, ranging from 61 students below to 55 students above actual membership. On average, the projections were 2 students higher than the actual membership.
- The membership increased in total by 124 students, which is the sum of -45 at Elementary, +4 at Middle, and +165 at High.

C. Student Membership Projections

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for annual report certifications. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. **Definition** – The result of the average of the five student projection models represented by 10 year numerical membership projections by school level (Elementary, Middle, and High) for each school district (Chapel Hill/Carrboro City School District and Orange County School District).

3. **Standard for:**

Standard for:

Chapel Hill Carrboro School District

Orange County School District

The 5 model average discussed in Section II.B (Student Projection Methodology)

The 5 model average discussed in Section II.B (Student Projection Methodology)

See Attachment II.C.4

See Attachment II.C.3

4. **Analysis of Existing Conditions**

The membership figures and percentage growth on the attachments show a decrease at the Chapel Hill/Carrboro City Schools' elementary school level and at the Orange County Schools' elementary and high school levels. The attachments show an increase at the Chapel Hill/Carrboro City Schools' middle and high school levels and Orange County Schools' middle school level. Chapel Hill/Carrboro Schools and Orange County Schools projected average annual growth rates have all decreased since the previous year. The projected annual growth rates show positive and negative growth for all three levels in the 10-year projection period. Attachment II.C.3 and Attachment II.C.4 show year by year percent growth and projected level of service (LOS). The projection models were updated using current (November 15, 2017) memberships. Ten years of student membership were projected thereafter.

Chapel Hill/Carrboro School District

Elementary

The previous year (2016-17) projections for November 2017 at this level were overestimated by 83 students. The actual membership decreased by 45 students. Over the previous ten years, this level has shown varying increases in growth rates including a decrease in actual membership in 2009-10 which was most likely due to the shorter enrollment period caused by the institution of the new date requiring kindergarteners to be five years old. Following that dip, membership numbers experienced an increase each year with a significant jump (168 students) in 2011-12 before experiencing a decrease in 2014-15, 2015-16, and this school year. Growth rates during the past ten years have ranged from -1.57% to +3.88%. The district's eleventh elementary school, Northside Elementary School, opened in 2013. The need for an additional elementary school is not anticipated in the 10-year projection period. This is similar to last year's projections.

Although not included in SAPFO school capacity or membership numbers, Pre-K programs continue to impact operations at District elementary schools where Pre-K programs exist. Specific impacts of Pre-K programs at the elementary school level will continue to be reviewed and discussed in the coming year.

Middle

The previous year (2016-17) projections for November 2017 for this level were overestimated by 14 students. The actual membership increased by 4 students. Over the previous ten years, this level has shown varying increases before experiencing a decrease in 2015-16 and 2016-17. Growth rates during this time period have ranged from -0.59% to +2.86%. Capacity was increased in 2014 with the opening of the Culbreth Middle School science wing. The need for an additional middle school is not anticipated in the 10-year projection period. This is similar to last year's projections.

High School

The previous year (2016-17) projections for November 2017 for this level were underestimated by 95 students. The actual membership increased by 165 students. Over the previous ten years, change has been variable with decreases in membership in five of the ten years. Growth rates during this time period have ranged from -1.74 to +3.27%. The need for additional high school

Section II

capacity at Carrboro High School is not anticipated in the 10-year projection period. This is similar to last year's projections.

Additional Information for Chapel Hill/Carrboro School District

Following the economic downturn, there has been an increase in residential projects, specifically multifamily development, in the Town of Chapel Hill. Currently, there are over four thousand proposed single family and multifamily housing units approved, but undeveloped in the CHCCS district. As previously stated, proposed growth is not included in the SAPFO projection system until actual students begin enrollment. The CAPS test is conducted during the approval process at a certain stage. Once students are enrolled in a school year, through annual reporting of student membership numbers, 10-year student projections can be updated to display future capacity needs in time to efficiently plan for future school construction requests. Staff and the SAPFO Technical Advisory Committee will continue to monitor and evaluate the demand and growth of residential development in Chapel Hill and Carrboro as well as its effect on student membership rates.

Due to the closing of Kestrel Heights Charter in Durham County in 2017, CHCCS reported an increase in membership at the high school level. Charter schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity numbers are not monitored or included in future projections. However, the SAPFO Technical Advisory Committee does monitor charter schools and their effect on student enrollment at both school districts. If a charter school does close and a spike is realized in school enrollment, the student projections will likely accelerate the need in future years, still within an appropriate time for CIP planning. Charter Schools are additionally monitored by the Department of Public Instruction (DPI) which provides pupil information, based on data received from Charter Schools located in Orange County, to the County for funding purposes.

Orange County School District

Elementary

The previous year (2016-17) projections for November 2017 at this level were overestimated by 70 students. Actual membership decreased by 110 students. Over the previous ten years, this level experienced positive growth before experiencing a decrease in 2014-15, 2016-17, and this school year. Growth rates during this period have ranged from -5.07% to +2.80%. In the

Section II

Orange County school system, historic growth is more closely related to new residential development than in the Chapel Hill/Carrboro School District, which has a sizeable number of new families in older, existing housing stock. The need for an additional Elementary School is not anticipated in the 10 year projection period. This is similar to last year's projections.

Although not included in SAPFO school capacity or membership numbers, Pre-K programs continue to impact operations at District elementary schools where Pre-K programs exist. Specific impacts of Pre-K programs at the elementary school level will continue to be reviewed and discussed in the coming year.

Middle

The previous year (2016-17) projections for November 2017 for this level were overestimated by 21 students. The actual membership increased by 6 students. Over the previous ten years, growth has varied widely and includes decreases in student membership in four of the ten years. Growth rates during this period have ranged from -2.20% to +4.00%. The district's third Middle School, Gravelly Hill Middle School, opened in October 2006. The need for an additional Middle School is not anticipated in the 10 year projection period. This is similar to last year's projections.

High School

The previous year (2016-2017) projections for November 2017 for this level were overestimated by 35 students. The actual membership decreased by 1 student. Over the previous ten years, growth was positive before experiencing a decrease in membership in 2009-10. Following this decrease, membership and growth rates increased every school year before experiencing additional decreases in 2015-16, 2016-17, and this school year. Growth rates during this period ranged from -1.32% to 4.58%. In 2011-12 student membership increased by 32 while capacity decreased by 199 at Orange County High School as a result of a N.C. Department of Public Instruction (DPI) study. Similar to last year's projections, the need for additional capacity at Cedar Ridge High School is not anticipated in the 10 year projection period. However, to address public safety concerns with the current high school capacity exceeding the 100% threshold, Orange County Schools is in preliminary planning stages to expand Cedar Ridge High School from initial capacity of 1,000 students to 1,500 students for the 2020-21 school year.

Additional Information for Orange County School District

The City of Mebane lies partially within Orange County and students within the Orange County portion of Mebane attend Orange County schools. However, the City of Mebane is not a party to the SAPFO agreement and therefore does not require that CAPS (Certificate of Adequate Public Schools) be issued prior to development approvals. Following the economic downturn, there has been a slight increase in approved and undeveloped residential development in the City of Mebane and the Town of Hillsborough. Currently, there are over two thousand proposed single family and multifamily housing units approved, but undeveloped in the City of Mebane and the Town of Hillsborough. The residential growth that has occurred in the recent past within Mebane's and Hillsborough's jurisdiction has yet to be seen with OCS student membership numbers and fully realized into the historically based projection methods due to the recession, charter schools, and possibly new family dynamics effecting family size. Staff and the SAPFO Technical Advisory Committee will need to continue monitoring and evaluating the demand and growth of residential development in Mebane and Hillsborough as well as its effect on student membership rates.

Currently, there are two Charter Schools located in the Town of Hillsborough. Eno River Academy (K-12) serves 326 students and The Expedition School (K-8) serves 542 students. Both of these charter schools continue to have an effect on OCS membership numbers. Charter schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity are not monitored or included in future projections. However, the SAPFO Technical Advisory Committee does monitor charter schools and their effect on student enrollment at both school districts. If a charter school were to close and a spike were to be realized in school enrollment, the student projections will likely accelerate the need for additional capacity in future years, still within an appropriate time for CIP planning. Charter Schools are also monitored by the Department of Public Instruction (DPI) which provides pupil information, based on data received from Charter Schools located in Orange County, to the County for funding purposes.

5. Recommendation:

Use statistics as noted in 3 above

35

OCS Student Projections (1) (4)

[illegible]

(D) The Linear Model provides for the "Linear Method" of projections for both OHS and OCS. Original projections used in prior years projection models are

20 The Tidyverse Model provides to the Linear Methods of projections for both CMCCS and CCS. Original projections used in prior years projection models included the "Linear Exponential Method" for CMCCS.

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a. Class size for grades K-3 = 1.23 for school years 2000 through 2007-08. In accordance with 2008 School Collaboration Study Group direction, effective 9/1/08, the class size for grades K-3 is 1.25.

OCS Student Projections(1)

[illegible]

Indicates when district surpasses SAPFO recommended Level of Service

24. It is known and widely acknowledged that the Mammals of the North American Great Plains are of immense economic importance and that the knowledge of the mammals of the Great Plains is of immense economic importance.

10. The authors acknowledge the financial support of the National Science Foundation (NSF) Grant DMR-05-00481. The authors also acknowledge the support of the National Science Foundation (NSF) Grant DMR-05-00481. The authors also acknowledge the support of the National Science Foundation (NSF) Grant DMR-05-00481.

10. Annual operating expenses were estimated at \$100 million for years 2015 to 2019, \$120 million for years 2020 to 2024, and \$140 million for years 2025 to 2029. The annual working capital requirements for years 2015 to 2019 were estimated at \$100 million, for years 2020 to 2024 at \$120 million, and for years 2025 to 2029 at \$140 million. Capital expenditures were estimated at \$100 million for years 2015 to 2019, \$120 million for years 2020 to 2024, and \$140 million for years 2025 to 2029.

[illegible]

OCS Student Projections (1)

High	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
1508	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1509	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1510	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1511	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1512	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1513	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1514	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1515	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1516	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1517	1755	1838	1887	1957	2057	2124	2184	2231	2282	2323	2358	2385	2401	2409	2409	2448	2465	2472	2478	2480	2481	2482	2483	2484	2485	2486	2487
1518	1818	2618	2618	2618	2623	2623	2623	2623	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1519	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1520	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1521	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1522	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1523	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1524	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1525	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1526	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1527	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1528	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1529	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1530	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1531	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1532	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1533	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1534	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1535	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1536	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1537	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1538	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1539	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1540	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1541	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1542	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1543	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1544	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1545	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1546	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1547	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1548	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1549	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1550	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1551	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1552	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1553	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1554	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626	2626
1555	262																										

(*) It is important to note that the results for November 10, 2007 date of membership are outlined as by the *Schools Adequate Public Facilities Ordinance*.

2.2 The System Model provided to the Unlabeled Method of properties for both CHCS and CCS. Original projections used in prior years projection model.

(2) Annual growth rate calculated using actual membership for year 2016-18 through 2022-23 and average membership for years 2016-18 through 2022-23.

D. Student Membership Growth Rate

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) each year and referred to the BOCC for annual report certification. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. **Definition** – The annual percentage growth rate calculated from the projections resulting from the average of the five models represented by 10 year numerical membership projections by school level for each school district. This does not represent the year-by- year growth rate that may be positive or negative, but rather the average of the annual anticipated growth rates over the next 10 years.

3. *Standard for:*

Chapel Hill/Carrboro School District

See Attachment II.D.2

4. *Analysis of Existing Conditions:*

Chapel Hill/Carrboro School District

The membership figures and percentage growth on the attachments show continued growth at each school level within the system.

Projected Average Annual Growth Rate over next ten years:

Year Projection Made:	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Elementary	1.44%	1.11%	0.92%	0.91%	0.36%
Middle	1.58%	1.15%	0.82%	0.95%	0.21%
High	1.27%	1.22%	0.93%	0.72%	0%

Standard for:

Orange County School District

See Attachment II.D.2

Analysis of Existing Conditions:

Orange County School District

The membership figures and percentage growth on the attachments show continued growth at each school level within the system.

Projected Average Annual Growth Rate over next ten years:

Year Projection Made:	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Elementary	1.30%	0.55%	0.80%	0.51%	0.58%
Middle	1.42%	0.09%	0.67%	0.36%	0.13%
High	1.35%	0.39%	0.56%	0.22%	-0.1%

5. *Recommendation:*

Chapel Hill/Carrboro School District

Use statistics as noted.

Recommendation:

Orange County School District

Use statistics as noted.

Attachment II.D.1 – Orange County and Chapel Hill/Carrboro Student Growth Rates
(Chart dates from 2017-2027 based on 11/14/16 membership numbers) (2016-17)

2016-2017

Orange County Student Projections

Elementary

School Year	2016-2017 (actual)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Membership	3,293	3,253	3,235	3,230	3,267	3,283	3,318	3,354	3,389	3,425	3,464
Average % Increase		-1.20%	-0.56%	-0.15%	1.14%	0.50%	1.06%	1.07%	1.06%	1.07%	1.11%

Middle

School Year	2016-2017 (actual)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Membership	1,724	1,751	1,811	1,824	1,765	1,748	1,727	1,751	1,748	1,766	1,784
Average % Increase		1.57%	3.44%	0.72%	-3.24%	-0.96%	-1.21%	1.38%	-0.14%	1.00%	1.00%

High School

School Year	2016-2017 (actual)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Membership	2,446	2,480	2,439	2,474	2,539	2,559	2,603	2,565	2,537	2,508	2,498
Average % Increase		1.39%	-1.65%	1.43%	2.64%	0.76%	1.74%	-1.48%	-1.06%	-1.18%	-0.40%

Chapel Hill/Carrboro Student Projections

Elementary

School Year	2016-2017 (actual)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Membership	5,667	5,605	5,655	5,658	5,728	5,795	5,859	5,919	5,980	6,037	6,095
Average % Increase		0.69%	0.89%	0.05%	1.24%	1.16%	1.10%	1.03%	1.03%	0.96%	0.95%

Middle

School Year	2016-2017 (actual)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Membership	2,829	2,847	2,898	2,977	2,984	2,999	2,964	3,003	3,038	3,073	3,108
Average % Increase		0.62%	1.82%	2.70%	0.26%	0.50%	-1.17%	1.31%	1.19%	1.14%	1.14%

High School

School Year	2016-2017 (actual)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Membership	3,762	3,832	3,846	3,864	3,879	3,897	4,010	4,019	4,034	4,057	4,040
Average % Increase		1.87%	0.37%	0.47%	0.40%	0.44%	2.90%	0.25%	0.36%	0.57%	-0.41%

Attachment II.D.2 – Orange County and Chapel Hill/Carrboro Student Growth Rates
(Chart dates from 2018-2028 based on 11/15/17 membership numbers) (2017-18)

2017-2018

Orange County Student Projections

Elementary		2017-2018 (actual)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
School Year												
Membership		3,183	3,161	3,154	3,186	3,198	3,228	3,256	3,284	3,312	3,340	3,367
Average % Increase			-0.56%	-0.25%	1.04%	0.35%	0.96%	0.86%	0.86%	0.86%	0.83%	0.81%

Middle

School Year		2017-2018 (actual)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Membership		1,730	1,785	1,794	1,730	1,709	1,682	1,701	1,697	1,717	1,733	1,749
Average % Increase			3.19%	0.50%	-3.60%	-1.21%	-1.56%	1.14%	-0.25%	1.20%	0.92%	0.92%

High School

School Year		2017-2018 (actual)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Membership		2,445	2,396	2,416	2,456	2,474	2,517	2,480	2,448	2,410	2,396	2,419
Average % Increase			-2.01%	0.84%	1.66%	0.74%	1.72%	-1.48%	-1.27%	-1.58%	-0.54%	0.93%

Chapel Hill/Carrboro Student Projections

Elementary		2017-2018 (actual)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
School Year												
Membership		5,522	5,509	5,467	5,473	5,488	5,504	5,551	5,596	5,641	5,683	5,723
Average % Increase			-0.23%	-0.77%	0.10%	0.27%	0.30%	0.86%	0.80%	0.81%	0.75%	0.70%

Middle

School Year		2017-2018 (actual)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Membership		2,833	2,889	2,936	2,929	2,924	2,881	2,863	2,854	2,846	2,868	2,892
Average % Increase			1.98%	1.61%	-0.24%	-0.17%	-1.44%	-0.65%	-0.31%	-0.26%	0.76%	0.84%

High School

School Year		2017-2018 (actual)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Membership		3,927	3,915	3,930	3,933	3,934	4,028	4,024	4,009	4,004	3,941	3,926
Average % Increase			-0.31%	0.38%	0.07%	0.03%	2.41%	-0.10%	-0.39%	-0.11%	-1.59%	-0.38%

E. Student / Housing Generation Rate

1. ***Responsible Entity for Suggesting Change*** – The updating of this section will be conducted by Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for certification.
Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. ***Definition*** – Student generation rate refers to the number of public school students per housing unit constructed in each school district, as defined in the Student Generation Rate Study completed by TisherBise on October 28, 2014. Housing units include single family detached, single family attached/duplex, multifamily, and manufactured homes.
3. ***Standard for:***

Chapel Hill/Carrboro School District See Attachment II.E.1	Standard for: Orange County School District See Attachment II.E.1
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4. ***Analysis of Existing Conditions:***

At the January 2014 SAPFOTAC meeting, members discussed the increased number of students generated in both school districts from new development, particularly multifamily housing. The SAPFOTAC recommended further evaluation of the adopted Student Generation Rates and the impacts the number of bedrooms a particular housing type may have on student generation rates. As a result, Orange County entered into a contract with TischlerBise to update the student generation rate analysis. The new student generation rates were approved on May 19, 2015 and are shown in Attachment II.E.1. New rates from the 2014 Student Generation Rates for Orange County Schools and Chapel Hill-Carrboro School District Report are based on an inventory of recently built units from January 1, 2004 to December 31, 2013.

It should be noted that students are generated from new housing as well as from existing housing where new families have moved in. The CAPS system estimates new development impacts and associated student generation, but it is important to understand that student increases are a composite of both of these factors. This effect can be dramatic and can vary greatly between areas and districts where either new

housing is dominant or new families move into a large inventory of existing housing stock.

5. *Recommendation:*

No change at this time.

Attachment II.E.1 – Current Student Generation Rates (2015)

TischlerBise Student Generation Rates – 2014

Chapel Hill/Carrboro Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.61	0.84	1.13	0.84
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.27	0.42		0.38
Multifamily/Other	0.11	0.47		0.18
Manufactured Home	0.268	0.86		0.78
Weight Average for Chapel Hill/Carrboro School District				0.49

Orange County Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.35	0.57	0.57	0.44
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.07	0.17		0.15
Multifamily/Other	0.08	0.67		0.17
Manufactured Home	0.67	0.47		0.52
Weight Average for Orange County School District				0.37

Source: Student Generation Rates for Orange County School District and Chapel Hill-Carrboro School District, TischlerBise, October 28, 2014
Revised May 7, 2015

III. Flowchart of Schools Adequate Public Facilities Ordinance Process

Abstract: The Schools Adequate Public Facilities Ordinance process has two distinct components:

A. Capital Investment Plan (CIP) (Process 1)

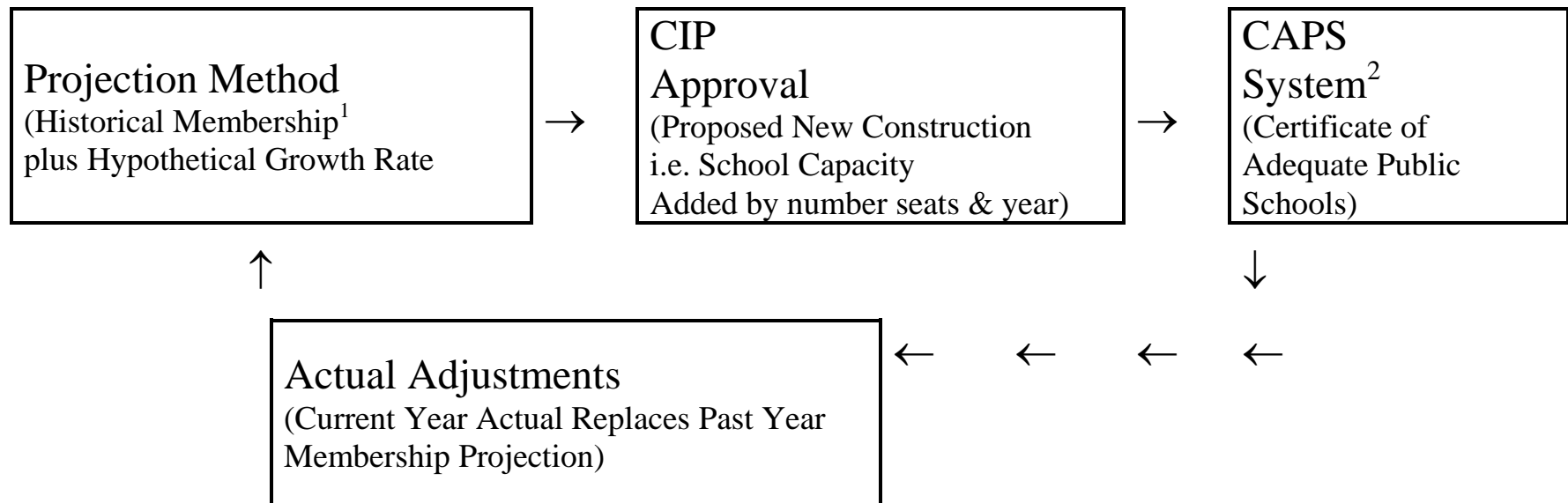
Timeframe: In November of each year, Student Membership and Building Capacity is transmitted from the school districts to the Orange County Board of Commissioners for consideration and approval and used in the following years CIP (e.g. November 15, 2017 membership numbers used to develop a CIP to be considered for adoption in June 2018).

Process Framework

1. SAPFOTAC projects future student membership from historical data, current membership and hypothetical growth rates from established methodologies.
2. School Districts and BOCC compare projections to existing capacity and proposed Capital Investment Plan.
3. SAPFOTAC forwards data and projections to all SAPFO partners.
4. School Districts develop Capital Investment Plan Needs Assessment during this process
5. The Capital Investment Plan work sessions and Public Hearings are conducted by the BOCC in the spring of each year.
6. The adoption of CIP that sets forth monies and timeframe for school construction (future capacity) by BOCC.

School Adequate Public Facilities Ordinance

Process 1 - Capital Investment Planning (CIP)



¹Historical Membership is a product of students generated from: (1) pre-existing/approved undeveloped lots where new housing is built, (2) existing housing stock with new families/children, and (3) newly approved housing development (in the future this component will be known as CAPS approved development)

²The only part of the CAPS System (i.e., computer spreadsheet subdivision tracking) that receives data from the Process 1 CIP includes the actual membership (November 15 of preceding CIP year) and new school capacity amount (seats) in a specific year pursuant to the CIP.

B. Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) Update (Process 2)

Timeframe: The CAPS system is updated approximately November 15 of each year when the school districts report actual membership and ‘pre-certified’ capacity, whether it is CIP associated or prior ‘joint action’ agreement. ‘Joint action’ determinations of changes in capacity due to State rules or other non-construction related items are anticipated to be done prior to the November 15 capacity and membership reporting date. This update may reflect the Board of County Commissioners action on the earlier year Capital Investment Plan (CIP) as it affects capacity and addition of new actual fall membership. The Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) stays in effect until the following year – (e.g.: November 15, 2005 to November 14, 2006).

New development is originally logged for a certain year. As the CAPS system is updated, each CAPS projection year is ‘absorbed’ by the actual estimate of a given year. Later year CAPS projections of the same development remain in the future year CAPS system accordingly. For example, if a 50-lot subdivision is issued a CAPS, 15 lots may be assigned to “Year 1,” 10 lots to “Year 2,” 10 lots to “Year 3,” 10 lots to “Year 4,” and 5 lots to “Year 5.” When “Year 1” is updated, the students generated from the 15 lots are absorbed by the actual estimate. The students generated in “Years 2, 3, 4, and 5” are held in the CAPS system and added to the appropriate year when the CAPS system is updated.

As previously noted in Section II.C, The City of Mebane is not a party to the SAPFO and does not require that CAPS be issued prior to approving development activities. Increasing development within this area of the county has the potential to encumber a significant portion of the available capacity within the Orange County School District. Although the SAPFO system is not formally regulated in Mebane, staff monitors development activity and when students enter the school system their enrollment is calculated and used in future school projection needs.

Please note that the two processes (CIP and CAPS) are on separate, but parallel tracks. However, the CIP does create a crossover of capacity information between the two processes.

Section III

For example, the SAPFO system for both school districts that will be established / initiated / certified each year in November and is based on prior year created and/or planned CIP capacity and current school year membership. The SAPFOTAC report including new current year membership and projections are to be used for upcoming CIP development as noted in Process 1.

CIP Process 1 (for CIP 2018 - 2028)

November 2017 – June 2018 (using 2018 SAPFOTAC Report)

SAPFO CAPS Process 2 (for SAPFO System 2018 – 2019)

November 2017 - November 2018

School Adequate Public Facilities Ordinance

Process 2 - Certificate of Adequate Public Schools (CAPS) Allocation

2018 CAPS system is effective November 15, 2017 through November 14, 2018.

The system is updated with new membership, CIP capacity changes, and any other BOCC/School District joint action approved capacity prior to November 15, 2017. This information is received within 5 days of November 15 and posted within the next 15 days. This CAPS system recalibration is retroactive to November 15, 2017.

CAPS Allocation System

1. Certified Capacity
2. LOS Capacity
3. Actual Membership
4. Year Start Available Capacity
5. Ongoing Current Available Capacity (includes available capacity decreases from approved CAPS development by year)
6. CAPS approved development
 - a. Total units
 - b. Single Family¹
 - c. Other Housing¹

CAPS System

$$AC^2 = SC^2 - (ADM^2 + ND1^2 + ND2^2 + \dots)$$

$AC \geq 0$ - Issue CAPS

$AC < 0$ - Defer CAPS to later date

¹Student Generation Rates from CAPS housing type create future membership estimate. Please note that this CAPS membership future estimate is different than the projection based on historical data and projection models used in the CIP process 1. This estimate only captures new development impact, which is the component that the SAPFO can regulate.

²AC - Available Capacity - Starts at Annual Update Capacity and reduces as CAPS approved development is entered into the system.

SC - Certified School Level Capacity

ADM - Average Daily Membership

ND - New Development; ND1 means first approved CAPS approved development

CHCCS

SCHOOLS ADEQUATE PUBLIC FACILITIES MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into this 17 day of July, 2003, by and between the Town of Carrboro, the Town of Chapel Hill, the Chapel Hill-Carrboro City Board of Education (the "School District") and Orange County.

WHEREAS, the portion of Orange County, served by the Chapel Hill/Carrboro School System has for the past decade been experiencing rapid growth in population; and

WHEREAS, this growth, and that which is anticipated, creates a demand for additional school facilities to accommodate the children who reside within new developments; and

WHEREAS, the responsibility for planning for and constructing new school facilities lies primarily with the Chapel Hill/Carrboro School Board, with funding provided by Orange County; and

WHEREAS, Chapel Hill, Carrboro, Orange County and the Chapel Hill School District, have recognized the need to work together to ensure that new growth within the School District occurs at a pace that allows Orange County and the School District to provide adequate school facilities to serve the children within such new developments;

WHEREAS, the parties have worked cooperatively and developed a system wherein school facilities are currently adequate to meet the needs of the citizens of the county and will continue to maintain a Capital Investment Plan (CIP) that is financially feasible and synchronized with historical growth patterns;

NOW, THEREFORE, the parties to this Memorandum hereby agree as follows:

Section 1. The parties will work cooperatively to develop a realistic Capital Improvement Plan for the construction of schools such that, from the effective date of this Memorandum, school membership within each school level (i.e. elementary, middle or high) does not exceed the following:

Elementary School	105% of Building Capacity
Middle School	107% of Building Capacity
High School	110% of Building Capacity

- a. For purposes of this Memorandum, the term "school membership" means the actual number of students attending school as of November 15 of each year. The figure is determined by considering the number of students enrolled (i.e. registered, regardless of whether a student is no longer attending school) and making adjustments for withdrawals, dropouts, deaths, retentions and promotions. Students who are merely absent from

class on the date membership is determined as a result of sickness or some other temporary reason are included in school membership figures. Each year the School District shall transmit its school membership to the parties to this agreement no later than five (5) school days after November 15. Within fifteen (15) school days after receiving the school membership calculations from the School District, the Board of County Commissioners shall approve the School District's school membership calculations.

- b. For purposes of this Memorandum, "building capacity" will be determined by reference to State guidelines and the School District guidelines (consistent with CIP School Construction Guidelines/policies developed by the School District and the Board of County Commissioners) and will be determined by a joint action of the School Board and the Orange County Board of Commissioners. As used herein the term "building capacity" refers to permanent buildings. Mobile classrooms and other temporary student accommodating classroom spaces are not permanent buildings and may not be counted in determining the school districts building capacity. The School District shall transmit its building capacity to the parties to this agreement no later than five (5) school days after November 15. Within fifteen (15) school days after receiving the building capacity calculations from the School District, the Board of County Commissioners shall approve the School District's building capacity calculations.
- c. Prior to the adoption of the ordinances referenced in Section 2, the parties shall reach agreement on the following:
 - (i) A Capital Improvement Program (CIP) that will achieve the objectives of this Memorandum;
 - (ii) A projected growth rate for student membership within the School District's three school levels during the ten year life of the CIP;
 - (iii) A methodology for determining the projected growth rate for student membership; and
 - (iv) The number of students at each level expected to be generated by each new housing type (i.e., the "student generation rate").
- d. After the adoption of the ordinances referenced in Section 2, the Orange County Board of Commissioners may change the projected student membership growth rate, the methodology used to determine this rate, or the student generation rate if the Board concludes that such a change is necessary to predict growth more accurately. Before making any such change, the Board shall receive and consider the recommendation of a staff committee consisting of the planning directors of the Town(s) and the County and a representative of the School District appointed by the Superintendent. The committee shall provide, in a timely manner, a copy of its recommendation to the governing boards of the other parties to this memorandum at the time it provides such recommendation to the Board of

Commissioners and the Board of Commissioners shall provide an opportunity for those governing Boards to comment on the recommendation. In making its recommendation, the committee shall consider the following, and in making its determination, the Board of Commissioners shall consider the following:

- (i) The accuracy of the methodology and projected growth rate then in use in projecting school membership for the current school year;
- (ii) The accuracy of the student generation rate then in use in predicting the number of students at each level actually generated by each new housing type;
- (iii) Approval of and issuance of CAPS for residential developments that, individually or collectively, are of sufficient magnitude to alter the previously agreed upon school membership growth projections; or
- (iv) Other trends and factors tending to alter the previously agreed upon projected growth rates.

If any such change is made in the projected growth rate, the methodology for determining this rate, or the student generation rate, the Orange County Board of Commissioners shall inform the other parties to this Memorandum prior to February 1st in any year in which such change is intended to become effective what change was made and why it was necessary.

- e. The Orange County Board of Commissioners shall provide a copy of the updated CIP to each of the parties to the Memorandum as soon as it is revised, annually or otherwise.

Section 2. The towns and the county will adopt amendments to their respective ordinances, conceptually similar to that attached hereto as Exhibit A, to coordinate the approval of residential developments within the School District with the adequacy of existing and proposed school facilities.

Section 3. The following process shall be followed by the School District to receive and take action upon applications for Certificates of Adequacy of Public School Facilities ("CAPS") submitted by persons who are required by an implementing ordinance conceptually similar to that attached as Exhibit A to have such certificates before the development permission they have received from the town or county becomes effective.

- a. On November 15th of each year, the School District shall calculate the building capacity of each school level and the school membership of each school level as of November 15th of that year. Also on November 15th of each year, the School District shall calculate the projected building capacity for each school level and the projected school membership for

each school level as of November 15th in each of the following ten years. These calculations shall be made in accordance with the provisions of Section 1.a and Section 1.b. and also in accordance with the remaining provisions of this section.

- b. On November 15th of the year in which the calculation above is made, the school building capacity numbers and the school membership numbers as of November 15th of that year are known figures (i.e. not projections). The twelve month period beginning on November 15th of the year in which the calculation is made and ending on November 14th of the following year is referred to as the "base year."
- c. Projections of school building capacity as of November 15th in each of the ten years following the base year shall be derived from the following:
 - (i) A calculation of the existing building capacity within each school level;
 - (ii) The anticipated opening date of schools under construction;
 - (iii) The anticipated opening date of schools on the ten-year CIP for which funding has been committed by the Board of Commissioners as a result of an approved bond issue, an approved installment purchase agreement, or otherwise; and
 - (iv) The anticipated closing dates of any schools within the School District.
- d. In the first year in which the ordinance adopted pursuant to this Memorandum becomes effective, school membership figures as of November 15th in each of the succeeding ten years shall initially be assumed to be the same school membership figures as are determined for the base year. As CAPS are issued during the base year, school membership figures for the base year and succeeding years shall be modified to reflect the additional students from the developments for which CAPS are issued.
- e. On each November 15th following the first year in which the ordinance adopted pursuant to this Memorandum becomes effective, school membership figures as of November 15th in each of the succeeding ten years shall be determined by adding to the school membership figures for the base year the number of students projected to be added to the schools in each successive year by developments for which CAPS have been issued in accordance with this section.
- f. When an application for a CAPS is submitted, the School District shall determine the impact on school membership for each school level as of November 15th in each year of the period-during which the development is expected to be adding new students to the school system as the result of such new construction. In making this determination, the School District shall rely upon the figures established under Section 1 of this Memorandum as to the number of students at each level expected to be generated by each housing type, and data furnished by the applicable

planning department as to the expected rate at which new dwellings within developments similar in size and type to the proposed development are likely to be occupied. Notwithstanding the foregoing, if, upon request of the applicant, the planning jurisdiction approving the development imposes enforceable conditions upon the development (such as a phasing schedule) to limit the rate at which new dwellings within the development are expected to be occupied, then the School District shall take such limitations into account in determining the impact of the development on school membership.

- g. The School District shall determine the amount of available capacity in each school level as of November 15th in the base year and each November 15th of the succeeding ten years by subtracting from the building capacity numbers for each of those years the student membership numbers for each of those years. The results shall then be compared with the number of students expected to be added to each school level as of November 15th in each year (as determined in accordance with subsection 3.f above). The School District shall make that information known to the parties to this agreement within 15 days of the comparison. If the School District determines that the projected remaining capacity of each school level is sufficient to accommodate the proposed development without exceeding the building capacity levels set forth in Section 1 of this Memorandum then the School District shall issue the CAPS. If the School District determines that the projected capacity of each school level is not sufficient to accommodate the proposed development without exceeding the building capacity levels set forth in Section 1, then the School District shall deny the CAPS. If a CAPS is denied, the applicant may seek approval from the appropriate planning jurisdiction of such modifications to the development as will allow for the issuance of a CAPS, and then reapply for a CAPS.
- h. The School District shall issue CAPS on a "first come first served" basis, according to the date a completed application for a CAPS is received. If projected building capacity is not available and an application for a CAPS is therefore denied, the development retains its priority in line based upon the CAPS application date.

- Section 4. A CAPS issued in connection with approval of a subdivision preliminary plat, minor subdivision final plat, site plan, or conditional or special use permit shall expire automatically upon the expiration of such plat, plan, or permit approval.
- Section 5. The towns and the county will provide to the School District all information reasonably requested by the School District to assist the District in making its determination as to whether the CAPS should be issued.
- Section 6. The School District will use its best efforts to construct new schools and permanent expansions or additions to existing schools in accordance with the CIP.
- Section 7. Orange County will use its best efforts to provide the funding to carry out the Capital Improvement Plan referenced in Section 1 above.

Section 8. In recognition of the fact that some new development will have a negligible impact on school capacity, a CAPS shall not be required under the following circumstances:

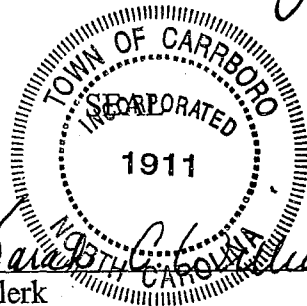
- a. For residential developments restricted by law and/or covenant for a period of at least thirty years to housing for the elderly and/or adult care living and/or adult special needs;
- b. For residential developments restricted for a period of at least thirty years to dormitory housing for university students.

If the use of a development restricted as provided above changes, then before a permit authorizing such change of use becomes effective, a CAPS must be issued just as if the development were being constructed initially.

Section 9. The parties acknowledge that this Memorandum of Understanding is not intended to and does not create legally binding obligations on any of the parties to act in accordance with its provisions. Rather, it constitutes a good faith statement of the intent of the parties to cooperate in a manner designed to meet the mutual objective of all the parties that the children who reside within the School District are able to attend school levels that satisfy the level of service standards set forth herein.

The Town of Carrboro and the Town of Chapel Hill intend to remain committed to the MOU only as long as Orange County continues to execute the CIP as agreed in the MOU. If the Carrboro Board of Aldermen finds Orange County is no longer in compliance with the CIP as outlined in the MOU, the Town of Carrboro will no longer consider itself bound by this MOU and may consider repealing the Ordinance referenced in Section 2 of this MOU. If the Chapel Hill Town Council finds Orange County is no longer in compliance with the CIP as outlined in the MOU, the Town of Chapel Hill will no longer consider itself bound by this MOU and may consider repealing the Ordinance referenced in Section 2 of this MOU.

This the 17 day of July, 2003.



Attest:

Town Clerk

TOWN OF CARRBORO

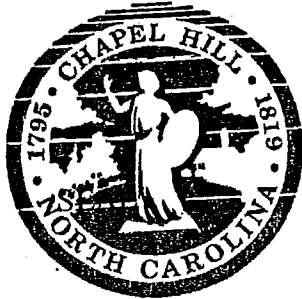
By: Michael R. Noh
Mayor

TOWN OF CHAPEL HILL

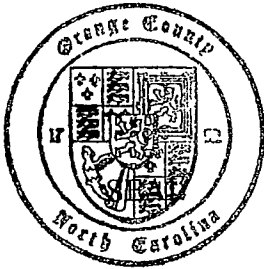
SEAL

By: K.C. F.
Mayor

Attest:

Jan A. Smith
Town ClerkTHE CHAPEL HILL-CARRBORO
BOARD OF EDUCATIONBy: Valerie L. Lumber
Chair

Attest:

Don W.
Secretary

ORANGE COUNTY

By: Margaret W. Brown
Chair, Board of Commissioners

Attest:

Clara B. Baker
Clerk to the Board of Commissioners

lsg:orangecounty\mou for chccs cb version with geg chgs clean.doc

Exhibit A

**AN ORDINANCE AMENDING [ORANGE COUNTY DEVELOPMENT
ORDINANCES] TO REQUIRE THAT THE ADEQUACY OF PUBLIC
SCHOOL FACILITIES TO ACCOMMODATE NEW DEVELOPMENT
BE CONSIDERED IN THE APPROVAL PROCESS**

WHEREAS, the portion of Orange County served by the Chapel Hill-Carrboro City school system and the Orange County school system, have for the past decade been experiencing rapid growth in population; and

WHEREAS, this rapid growth, and that which is anticipated, creates a demand for additional school facilities to accommodate the children who reside within new developments; and

WHEREAS, the responsibility for planning for and constructing new school facilities lies primarily with the Chapel Hill-Carrboro City Board of Education and the Orange County Board of Education, with funding provided by Orange County; and

WHEREAS, Carrboro, Chapel Hill, the Chapel Hill-Carrboro City Board of Education and Orange County on the one hand and Hillsborough, the Orange County Board of Education and Orange County on the other hand have recognized the need to work together to ensure that new growth within the School Districts occur at a pace that allows Orange County and the School Districts to provide adequate school facilities to serve the children within such new developments; and

WHEREAS, to implement the Memoranda of Understanding among Carrboro, Chapel Hill, the Chapel Hill-Carrboro City Board of Education and Orange County and among Hillsborough, the Orange County Board of Education and Orange County, the _____ of _____ desires to provide a mechanism to assure that, to the extent possible, new development will take place only when there are adequate public school facilities available, or planned, which will accommodate such new development;

NOW THEREFORE, _____ ORDAINS:

Section 1. Section _____ of the _____ Ordinance is amended by adding a new _____ to read as follows:

ADEQUATE PUBLIC SCHOOL FACILITIES

1. Purpose.

The purpose of this ordinance is to ensure that, to the maximum extent practical, approval of new residential development will become effective only when it can reasonably be

expected that adequate public school facilities will be available to accommodate such new development.

[The Chapel Hill-Carrboro School District and the Orange County School District are each declared an overlay district in order to implement Schools Adequate Public Facilities as prescribed in this [article]. Within the Chapel Hill-Carrboro School District Overlay District and within the Orange County School District Overlay District, provisions of the Orange County Zoning Ordinance and Orange County Subdivision Regulations which implement the Schools Adequate Public Facilities Ordinance are applicable.]

2. Certificate of Adequacy of Public Schools Facilities.

(a) Subject to the remaining provisions of this [article], no approval under this ordinance of a subdivision preliminary plat, minor subdivision final plat, site plan, or conditional or special use permit for a residential development shall become effective unless and until a Certificate of Adequacy of Public Schools Facilities (CAPS) for the project has been issued by the School District.

(b) A CAPS shall not be required for a general use or conditional use rezoning or for a master land use plan. However, even if a rezoning or master plan is approved, a CAPS will nevertheless be required before any of the permits or approvals identified in subsection (a) of this section shall become effective, and the rezoning of the property or approval of a master plan provides no indication as to whether the CAPS will be issued. The application for rezoning or master plan approval shall contain a statement to this effect.

(c) A CAPS must be obtained from the School District. The School District will issue or deny a CAPS in accordance with the provisions of the Memorandum of Understanding among [Carrboro, Chapel Hill, the Chapel Hill-Carrboro City Board of Education and Orange County dated _____ or among Hillsborough, the Orange County Board of Education and Orange County dated _____].

(d) A CAPS attaches to the land in the same way that development permission attaches to the land. A CAPS may be transferred along with other interests in the property with respect to which such CAPS is issued, but may not be severed or transferred separately.

3. Service Levels.

(a) This section describes the service levels regarded as adequate by the parties to the Memorandum of Understanding described in subsection (b) with respect to public school facilities.

(b) As provided in the Memoranda of Understanding among [Carrboro, Chapel Hill, the Chapel Hill-Carrboro City Board of Education and Orange County and among

Hillsborough, the Orange County Board of Education and Orange County] (MOU or MOUs), adequate service levels for public schools shall be deemed to exist with respect to a proposed new residential development if, given the number of school age children projected to reside in that development, and considering all the factors listed in the MOUs, projected school membership for the elementary schools, the middle schools, and the high school(s) within the [Chapel Hill-Carrboro City School District and within the Orange County School District] does not exceed the following percentages of the building capacities of each of the following three school levels:

Elementary School	105% of Building Capacity
Middle School	107% of Building Capacity
High School	110% of Building Capacity

[For the period of time beginning the effective date of this ordinance and terminating on the day on which the third middle school within the Orange County School District is first attended by middle school students, the determination by the Orange County School District that adequate service levels for public schools exist shall be made as prescribed above but without regard to whether or not projected capacity of the Middle School level exceeds 107% of Building Capacity. On and after the day on which the third middle school within the Orange County School District is first attended by middle school students, determination by the Orange County School District that adequate service levels for public schools exist shall be made only if projected capacity of each school level does not exceed the following:

Elementary School	105% of Building Capacity
Middle School	107% of Building Capacity
High School	110% of Building Capacity

For the period of time beginning the effective date of this ordinance and terminating on the day on which the third high school within the Chapel Hill-Carrboro City School District is first attended by high school students, the determination by the Chapel Hill-Carrboro City School District that adequate service levels for public schools exist shall be made without regard to whether or not projected capacity of the High School level exceeds 110% of Building Capacity. On and after the day on which the third high school within the Chapel Hill-Carrboro City School District is first attended by high school students, determination by the Chapel Hill-Carrboro City School District that adequate service levels for public schools exist shall be made only if projected capacity of each school level does not exceed the following:

Elementary School	105% of Building Capacity
Middle School	107% of Building Capacity
High School	110% of Building Capacity]

For purposes of this ordinance, the terms "building capacity" and "school membership" shall have the same meaning attributed in the MOUs.

4. Expiration of Certificates of Adequacy of Public Schools Facilities.

A CAPS issued in connection with approval of a subdivision preliminary plat, minor subdivision final plat, site plan, or conditional or special use permit shall expire automatically upon the expiration of such plat, plan, or permit approval.

5. Exemption From Certification Requirement for Development with Negligible Student Generation Rates

In recognition of the fact that some new development will have a negligible impact on school capacity, a CAPS shall not be required under the following circumstances:

- a. For residential developments restricted by law and/or covenant for a period of at least thirty years to housing for the elderly and/or adult care living and/or adult special needs;
- b. For residential developments restricted for a period of at least thirty years to dormitory housing for university students.

If the use of a development restricted as provided above changes, then before a permit authorizing such change of use becomes effective, a CAPS must be issued just as if the development were being constructed initially.

6. Applicability to Previously Approved Projects and Projects Pending Approval.

(a) Except as otherwise provided herein, the provisions of this ordinance shall only apply to applications for approval of subdivision preliminary plats, minor subdivision final plats, site plans and conditional or special use permits that are submitted for approval after the effective date of this ordinance

(b) The provisions of this ordinance shall not apply to amendments to subdivision preliminary plats, minor subdivision final plats, site plans, or special or conditional use permit approvals issued prior to the effective date of this ordinance so long as the approvals have not expired and the proposed amendments do not increase the number of dwelling units authorized within the development by more than five percent or five dwelling units, whichever is less.

(c) The [Board of Commissioners] shall issue a special exception to the CAPS requirement to an applicant whose application for approval of a subdivision preliminary plat, minor subdivision final plat, site plan or conditional or special use permit covers property within a planned unit development or master plan project that was approved prior to the effective date of this ordinance, if the [Board of Commissioners] finds, after an evidentiary hearing, that the applicant has (1) applied to the School District for a CAPS and the application has been denied, (2) in good faith made substantial

expenditures or incurred substantial binding obligations in reasonable reliance on the previously obtained planned unit development or master plan approval, and (3) would be unreasonably prejudiced if development in accordance with the previously approved development or plan is delayed due to the provisions of this ordinance. In deciding whether these findings can be made, the [Board of Commissioners] shall consider the following, among other relevant factors:

- (1) Whether the developer has installed streets, utilities, or other facilities or expended substantial sums in the planning and preparation for installation of such facilities which were designed to serve or to be paid for in part by the development of portions of the planned unit development or master planned project that have not yet been approved for construction;
 - (2) Whether the developer has installed streets, utilities, or other facilities or expended substantial sums in the planning and preparation for installation of such facilities that directly benefit other properties outside the development in question or the general public;
 - (3) Whether the developer has donated land to the School District for the construction of school facilities or otherwise dedicated land or made improvements deemed to benefit the School District and its public school system;
 - (4) Whether the developer has had development approval for a substantial amount of time and has in good faith worked to timely implement the plan in reasonable reliance on the previously obtained approval;
 - (5) The duration of the delay that will occur until public school facilities are improved or exist to such an extent that a CAPS can be issued for the project, and the effect of such delay on the development and the developer.
- (d) The decision of the [Board of Commissioners] involving a special exception application under subsection (c) is subject to review by the Orange County Superior Court by proceedings in the nature of certiorari. Any petition for review by the Superior Court shall be filed with the Clerk of Superior Court within 30 days after a written copy of the decision of the [Board of Commissioners] is delivered to the applicant and every other party who has filed a written request for such copy with the Clerk to the Board of Commissioners at the time of its hearing on the application for a special exception. The written copy of the decision of the [Board of Commissioners] may be delivered either by personal service or by certified mail, return receipt requested.
- (e) The chair of the [Board of Commissioners] or any member temporarily acting as chair may, in his or her official capacity, administer oaths to witnesses in any hearing before the [Board of Commissioners] concerning a special exception or an appeal of School District denial of a CAPS.

7. Appeal of School District Denial of a CAPS.

The applicant for a CAPS which is denied by the School District may, within 30 days of the date of the denial, appeal the denial to the [Board of Commissioners]. Any such appeal shall be heard by the [Board of Commissioners] at an evidentiary hearing before it. At this hearing the School District will present its reasons for the denial of the CAPS and the evidence it relied on in denying the CAPS. The applicant appealing the denial may present its reasons why the CAPS application should have, in its view, been approved and the evidentiary basis it contends supports approval. The [Board of Commissioners] may (1) affirm the decision of the School District, (2) remand to the School District for further proceedings in the event evidence is presented at the hearing before the [Board of Commissioners] not brought before the School District, or (3) issue a CAPS. The [Board of Commissioners] will only issue a CAPS if it finds that the CAPS should have been issued by the School District as prescribed in the MOU. A decision of the [Board of Commissioners] affirming the School District may be appealed by the applicant for a CAPS by proceedings in the nature of certiorari and as prescribed for an appeal under Sections 6(d) and 6(e) of this ordinance.

8. Information Required From Applicants.

The applicant for a CAPS shall submit to the School District all information reasonably deemed necessary by the School District to determine whether a CAPS should be issued under the provisions of the MOU. An applicant for a CAPS special exception or an applicant appealing a CAPS denial by the School District shall submit to the Board of Commissioners all information reasonably deemed necessary by the Board of Commissioners to determine whether a special exception should be granted as provided in Section 6(d) of this ordinance or for the hearing of an appeal of a School District denial of a CAPS as provided in Section 7 of this ordinance. A copy of a request for a CAPS special exception or of an appeal of a School District denial of a CAPS shall be served on the superintendent of the School District. Service may be made by personal delivery or certified mail, return receipt requested.

Section 2. This ordinance shall become effective _____.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this ____ day of _____, 200__.

Ayes:

Noes:

Absent or Excused:



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TOWN OF CHAPEL HILL

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

Item Overview

Item #: 9., File #: [18-0312], Version: 1

Meeting Date: 4/11/2018

Report on the Millhouse Enterprise Zone and Light Industrial Conditional Zoning District.

See Staff Memorandum on next page.

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

PRESENTER: Ben Hitchings, Director of Planning and Development Services

RECOMMENDATION: That the Council receive this report.



REPORT ON THE MILLHOUSE ENTERPRISE ZONE AND LIGHT INDUSTRIAL CONDITIONAL ZONING DISTRICT

STAFF REPORT

TOWN OF CHAPEL HILL PLANNING AND DEVELOPMENT SERVICES

Ben Hitchings, Director

Judy Johnson, Operations Manager

BUSINESS MEETING DATE
April 11, 2018

STAFF'S RECOMMENDATION

That the Council receive this report.

STAFF ANALYSIS

Tonight Town staff will present the first annual report to review development activity in the recently created Light Industrial-Conditional Zoning District (LI-CZD).

PROCESS

On April 5, 2017, the Town Council adopted the Light Industrial Conditional Zoning District (LI-CZD) and created the Millhouse Enterprise Zone. The Council requested that the first year of the new zoning district be a pilot project with an opportunity for Council discussions on what has gone well and if the Council wanted to add the zone to other areas in Town.

2017 REPORT

The Town established the Millhouse Enterprise Zone in order to support New Economy businesses that are creating innovative research and light industrial jobs, consistent with the Town's adopted Commercial Development Strategy. The zone's purpose is to support innovative, light industrial uses, and provide places for businesses to grow and locate in Chapel Hill.

To facilitate appropriate development in the zone, the LI-CZD uses a conditional zoning process that allows the establishment of site-specific conditions to help customize the development approval to the particular site. Applicants submit a "rezoning plan" that shows the key features of a proposed project. If the Council approves the rezoning plan, the applicant can follow an administrative process in order to receive approval on individual buildings that are consistent with the plan and that meet all applicable code requirements.

In the first year since creating the zone, the Town received one development application, Carolina Flex Park, located at 7000 and 7001 Millhouse Road. We received the application on June 29, 2017, and the Council approved the conditional zoning request on October 18, 2017. The applicant has not yet submitted a Final Plan application.

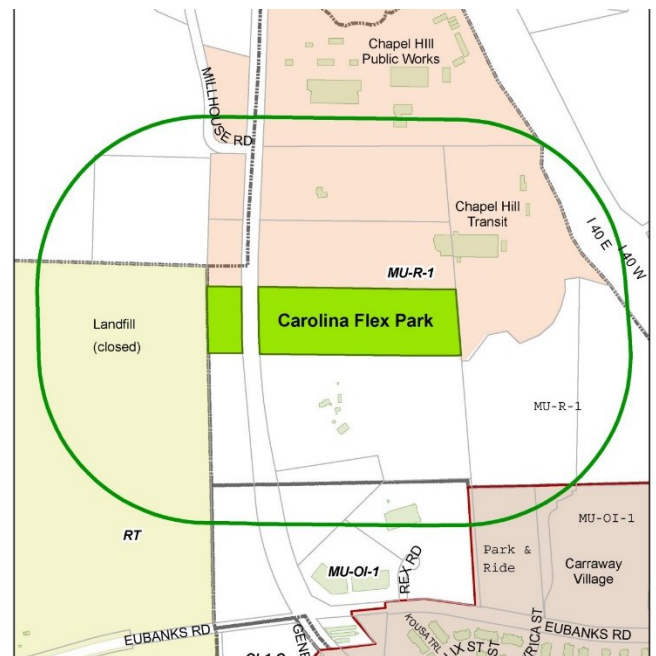
Carolina Flex Park facts:

- 13.2 acres
- 405,000 sq. ft. floor area
- 112 day approval timeline

We believe that the process is working as intended, providing timely review for appropriate development, and staff does not recommend any changes to the ordinance at this time.

DECISION POINTS

- Are there changes necessary to improve the district?
- Is the district responding to the interest of the Council?



ATTACHMENT

Draft Staff Presentation

Innovative, Light Industrial District

Millhouse Enterprise Zone Annual Report

April 11, 2018

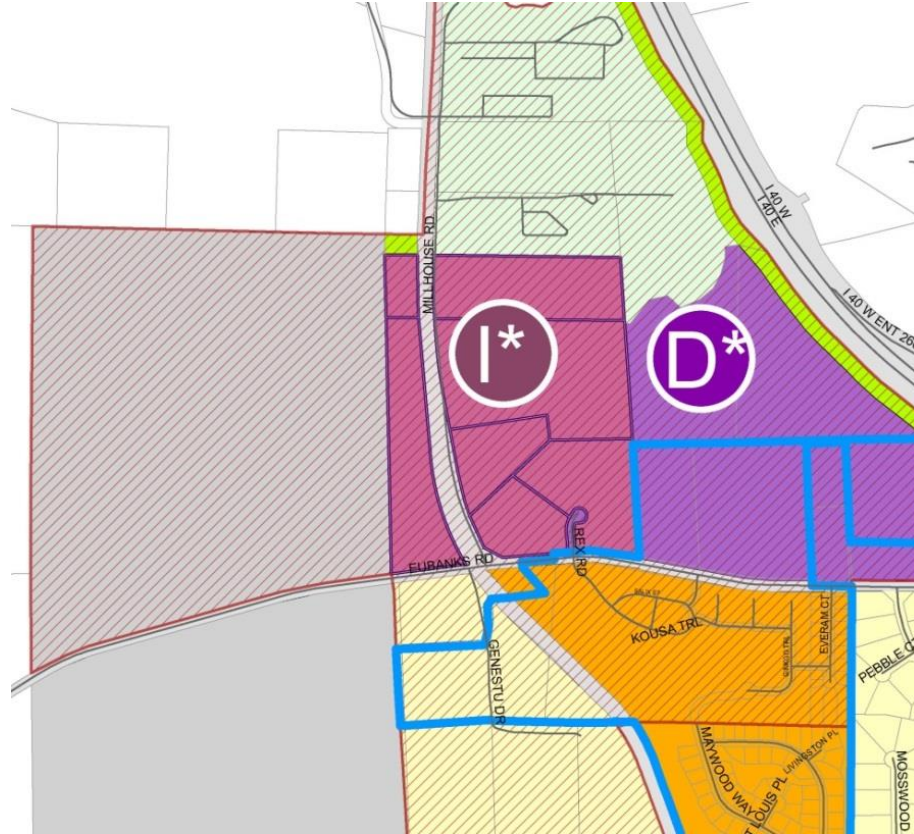


Background

- April 5, 2017 – Light Industrial Conditional Zoning District enacted
- October 18, 2017 – Carolina Flex Park approved.

DRAFT

Overview



DRAFT

Processes

	Special Use Permit	Form District Permit	Conditional Zoning District
Decision Body	Town Council	Town Manager	Town Council
Public Hearing	Required	Not Required	Required
Decision Type	Quasi-Judicial – limited discretion	Administrative – no discretion	Legislative – broad discretion