



# TOWN OF CHAPEL HILL

## Planning Commission

### Meeting Minutes

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

Chair Michael Everhart  
Vice-Chair James Baxter  
Neal Bench  
Elizabeth Losos

Jonathan Mitchell  
John Rees  
Louie Rivers  
Stephen Whitlow

**Tuesday, May 17, 2022**

**7:00 PM**

**Virtual Meeting**

#### Language Access Statement

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

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉-၅၁၀၅ ကိုဖုန်းခေါ်ပါ။

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

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

如需口头或  
书面翻译服  
务，请拨打  
919-969-5105.

#### Virtual Meeting Notification

Board members will attend and participate in this meeting remotely, through internet access, and will not physically attend. The Town will not provide a physical location for viewing the meeting.

The public is invited to attend the Zoom webinar directly online or by phone.

Register for this webinar: URL After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: ###-####-####

#### Opening

#### Roll Call

Caroline Chen  
Judy Johnson  
Diedra Whittenburg McEntyre

#### Present

8 - Chair Michael Everhart, Vice-Chair James Baxter, Neal Bench, Elizabeth Losos, Jonathan Mitchell, John Rees, Louie Rivers, and Stephen Whitlow

*Secretary reads procedures into the record*

**Approval of Agenda****Announcements****Petitions****Approval of Minutes**

Approved

1. Action Minutes [\[22-0408\]](#)

A motion was made by Rees, seconded by Losos, to approve the minutes .  
The motion carried by the following vote:

**Aye:** 7 - Chair Michael Everhart, Vice-Chair James Baxter, Neal  
Bench, Elizabeth Losos, Jonathan Mitchell, John Rees, and  
Stephen Whitlow

**Abstain:** 1 - Louie Rivers

**Old Business**

Consent Agenda

2. Northside NCD Site Plan Review: 207 Short St [\[22-0414\]](#)

207 Short Street

A motion was made by Rees, seconded by Mitchell, to approve the Consent  
Agenda. The motion carried by a unanimous vote.

**New Business**

3. LUMO Update [\[22-0413\]](#)

LUMO Update

Staff provided an update on the next steps for the LUMO

Staff provided an update on the LUMO project.

4. Discussion of Virtual Advisory Board Meeting Format [\[22-0409\]](#)

The Commission discussed the benefits of virtual meetings and holding  
in-person retreats.

5. Discussion of How to Review Special Use Permits [\[22-0410\]](#)

Board discussed a policy to not review Special Use Permit applications as  
long as comments can not be conveyed to decision makers.

The Commission discussed a policy to not review Special Use Permit applications as long as comments can not be conveyed to decision makers.

6. Nominations for Planning Commission Chair and Vice Chair

[\[22-0411\]](#)

A motion was made by Bench, seconded by Rivers, to nominate Jonathan Mitchell for Chair. The motion carried by a unanimous vote.

A motion was made by Mitchell, seconded by Bench, to nominate Elizabeth Losos as Vice-Chair. The motion carried by a unanimous vote.

7. Planning Commission Membership Recommendations

[\[22-0412\]](#)

Commissioners requested a rolling review of applications as they are submitted

*Adjournment*

Next Meeting - DATE

*Order of Consideration of Agenda Items:*

1. Staff Presentation
2. Applicant's Presentation
3. Public Comment
4. Board Discussion
5. Motion
6. Restatement of Motion by Chair
7. Vote
8. Announcement of Vote by Chair

*Public Charge: The Advisory Body pledges its respect to the public. The Body asks the public to conduct themselves in a respectful, courteous manner, both with the Body and with fellow members of the public. Should any member of the Body or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this public charge is observed.*

*Unless otherwise noted, please contact the Planning Department at 919-968-2728; [planning@townofchapelhill.org](mailto:planning@townofchapelhill.org) for more information on the above referenced applications.*

*See the Advisory Boards page <http://www.townofchapelhill.org/boards>*

*for background information on this Board.*