



# TOWN OF CHAPEL HILL

## Board of Adjustment Meeting Minutes

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

Chair James Bartow  
Vice-Chair Brian Godfrey  
Devon Bass  
Paul Bungard  
Lawrence K. Daquiaoag  
Michael E. Fox

Daniel Hatley  
Phillip Lyons  
Katherine Murphy  
Joseph Parrish  
Carl Schuler  
Josephine Tetteh

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**Monday, November 12, 2018**

**6:30 PM**

**RM 110 | Council Chamber**

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**This meeting was continued from the November 1, 2018 Board of  
Adjustment meeting.**

### **Opening**

### **Roll Call**

Staff present: Jake Lowman, Liaison to the Board, Becky McDonnell, Assistant  
Liaison to the Board, Ralph Karpinos, Counsel to the Board

**Present**      10 - Chair James Bartow, Vice-Chair Brian Godfrey, Devon Bass,  
Lawrence K. Daquiaoag , Michael E. Fox, Daniel Hatley, Phillip  
Lyons, Katherine Murphy, Joseph Parrish, and Carl Schuler

**Absent**        2 - Paul Bungard, and Josephine Tetteh

*Secretary reads procedures into the record*

### **Approval of Agenda**

### **Announcements**

### **Petitions**

### **Approval of Minutes**

### **Old Business**

### **New Business**

2.      Dimensional Variance: 506 Mitchell Lane (Project 18-095)

[\[18-0902\]](#)

A motion was made by Vice-Chair Godfrey, seconded by Murphy, to approve a dimensional variance to place a relocated cottage on the site with a 12 foot encroachment into the street setback. The motion carried by a unanimous vote.

**Aye:** 10 - Chair Bartow, Vice-Chair Godfrey, Bass, Daquioag, Fox, Hatley, Lyons, Murphy, Parrish, and Schuler

1. After-the-Fact Dimensional Variance: 108 Timberlyne Court  
(Project 18-041)

[\[18-0901\]](#)

A motion was made by Hatley, seconded by Lyons, to approve the after-the-fact variance for a gazebo encroaching into the interior setback. The motion failed by the following vote:

**Aye:** 7 - Chair Bartow, Vice-Chair Godfrey, Bass, Fox, Hatley, Lyons, and Schuler

**Nay:** 3 - Daquioag, Murphy, and Parrish

#### Staff Updates

Becky McDonnell presented an update on the proposed Land Use Management Ordinance Text Amendment. A motion was made by Hatley, seconded by Lyons, to make a recommendation to Town Council that excused absences should be clarified to include not only medical necessity, but also childcare issues, distance issues, and also to consider incentives for childcare stipends, refreshment policy, free parking in Town for board and commission members, and other incentives. The motion carried unanimously.

#### *Adjournment*

Next Meeting - December 6, 2018

*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 and Development Services Department at 919-969-5066; [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.*