



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
Michael E. Fox
Daniel Hatley
Phillip Lyons

Katherine Murphy
Joseph Parrish
Carl Schuler
Andrew Strada
Josephine Tetteh

Thursday, September 12, 2019

6:30 PM

RM 110 | Council Chamber

Opening

Roll Call

Staff present: Bob Hagemann, Counsel to Board, Ralph Karpinos, Town Attorney, Jake Lowman, Staff Liaison to Board, Becky McDonnell, Liaison to Board

Present 8 - Chair James Bartow, Vice-Chair Brian Godfrey, Devon Bass, Michael E. Fox, Daniel Hatley, Joseph Parrish, Andrew Strada, and Josephine Tetteh

Absent 3 - Phillip Lyons, Katherine Murphy, and Carl Schuler

Secretary reads procedures into the record

Approval of Agenda

Announcements

Petitions

Approval of Minutes

1. August 1, 2019 Meeting Minutes

[\[19-0698\]](#)

A motion was made by Parrish, seconded by Tetteh, to approve the August 1, 2019 meeting minutes. The motion carried by a unanimous vote.

New Business

4. 306 N Boundary Street: Appeal of Historic District Commission Decision (Neighbor's Appeal)

[\[19-0702\]](#)

Catharine Burns, applicant, made a case for standing. Bartow, Chair, made a ruling that the applicants do not have standing based on N.C.G.S.

160A-393(d) absent any special damages claims. A motion was made by Tetteh, seconded by Hatley, to overrule the opinion of the Chair. The motion failed by the following vote and the item was dismissed for lack of standing.

Aye: 3 - Bass, Hatley, and Tetteh

Nay: 5 - Chair Bartow, Vice-Chair Godfrey, Fox, Parrish, and Strada

5. 306 N Boundary Street: Appeal of Historic District Commission [\[19-0703\]](#)
Decision (Applicant's Appeal)

LeAnn Nease Brown, attorney, and Ralph Karpinos, Town Attorney, presented arguments regarding the Historic District Commission's voting procedures. Bartow, Chair, ruled that the HDC's decision on May 14, 2019 was indeed "no action" taken, and therefore the 180 day time limit for the HDC to take action on a COA application has expired and the COA is automatically approved.

2. New Member Applications [\[19-0699\]](#)

Three candidates were interviewed by the Board. A motion was made by Godfrey, seconded by Bass, to recommend the appointment of Thomas Wortman to the regular member position, and the appointment of Thomas Grasty, Enton Hito, and Ian Morse to the alternate member positions. The motion carried unanimously.

6. Election of Officers [\[19-0704\]](#)

A motion was made by Parrish, seconded by Strada, to nominate Parrish as Chair. By acclimation, Parrish was nominated as Chair. A motion was made by Parrish, seconded by Hatley, to nominate Murphy as Vice-Chair. By acclimation, Murphy was nominated as Vice-Chair.

7. Rules of Procedure Amendment [\[19-0700\]](#)

This item was continued to the October 3, 2019 meeting, as not enough members were present to approve an amendment to the Rules of Procedure.

Adjournment

Next Meeting - October 3, 2019

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 for more information on the above referenced applications.

See the Advisory Boards page <http://www.townofchapelhill.org/boards> for background information on this Board.