
Profile

Whenever possible, applications should be submitted prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

Public Records Statement

I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.

☒ I Agree

gardenfind@gmail.com

Email Address

Madhu

First Name

Beriwal

Last Name

Middle Initial

304 N Boundary Street

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Home: (225) 281-0071

Primary Phone

Home: (225) 281-0071

Alternate Phone

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

What district do you live in? *

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

If you are a Chapel Hill Resident, How long have you lived here?

☒ 1-3 years

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

Which Boards would you like to apply for?

Historic District Commission: Eligible

Which Board is your First Choice? *

☒ Historic District Commission

How did you find out about this opportunity? (select all that apply by holding down the shift key)

☒ Internet

If you chose "Other" from the advertising opportunity listed above, please specify specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I have a masters degree in urban planning and a life long interest in architecture of various periods.

Question applies to Historic District Commission

Do you have special interest, experience, or education in history, architecture, archaeology, or related fields? If yes, please explain.

I have a masters degree in urban planning and a life long passion for architecture of various periods.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I have successfully started and run a company for 34 years. Many employees of the company, past and present, refer to it as a family.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

Ethnicity

☒ Asian or Pacific Islander

Gender

☒ Female

If other, please describe:

Please select your age from the following list. *

☒ over 55

Planner

Occupation

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

Ethics Statement

ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

☒ I Agree *

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Madhu Beriwal, President and Chief Executive Officer



IEM Founder, President, and CEO, Madhu Beriwal, has over three decades of experience in disaster and emergency management, homeland security, national defense, and the use of information technology to resolve complex protection issues.

Beriwal founded IEM in 1985 as a company dedicated to developing solutions for the most complex challenges in emergency management, homeland security, and defense. Today, IEM is the largest woman-owned homeland security and emergency management firm in the U.S., relied on by those charged with ensuring the safety, security, and resiliency of citizens, soldiers, communities, regions, states, infrastructure, and nations.

IEM's customers include federal agencies like the Department of Homeland Security and the Department of Defense; state and local emergency management organizations in all 50 U.S. states, the District of Columbia, and three U.S. territories; critical infrastructure including nuclear power plants, chemical plants, hospitals, mass transit agencies, and ports. IEM's international work includes projects in the Middle East, India, Russia, Turkey, the Ukraine, Korea, Taiwan, Haiti, and Kuwait.

Beriwal was also the corporate architect of "Hurricane Pam," an innovative scenario-based exercise that drove catastrophic hurricane planning for 13 parishes and more than 300 participants in Southeastern Louisiana. In 2006, she was invited to testify before the Senate Homeland Security and Governmental Affairs Committee on the importance and relevance of "Hurricane Pam." In their 2006 report on Hurricane Katrina, the U.S. Senate referred to "Hurricane Pam" as "a unique planning endeavor that resulted in functional plans that were ... actually put to use in real-life situations before, during, and after Hurricane Katrina."

Today, under Beriwal's leadership, IEM is leading the largest disaster housing recovery program in the United States. In Louisiana, IEM is managing \$1.3 billion in federal funds, serving tens of thousands of survivors affected by the Great Floods of 2016. As part of this effort, IEM has delivered federal funds for survivors faster than any other rebuilding program of this type and magnitude.

Beriwal also oversaw the design of IEM's innovative approach to managing the state of New York's \$1 billion post-Hurricane Sandy disaster recovery housing program. After witnessing the challenges of Louisiana's recovery program after Hurricane Katrina, IEM created a unique outcome-focused process designed to speed up historically slow recovery programs. This process allowed IEM to reduce program administration costs for the state of New York by 33%, while moving homeowners through the program four times faster than the previous contractor and with 30% fewer resources. IEM distributed \$100 million to homeowners for the repair and reconstruction of their homes in just 60 days. Beriwal is also applying this outcome-based approach to managing the completion of New Jersey's post-Sandy Homeowners Rebuilding Programs, helping over 2,000 families achieve a full recovery.

Recognizing a need to apply science and objectivity to public protection decisions, Beriwal was the first to develop and apply quantitative performance measures for one of the most challenging federal protection programs prior to 9/11. She has provided corporate leadership for the creation of decision support tools that help officials at all levels save lives during technological hazards. These tools provide response recommendations for millions of possible scenarios and reduce the time required to make response decisions.

Beriwal's experience in defense includes measuring and improving preparedness and response for large-scale military programs, overseeing the development of simulation-based acquisition tools for major chemical-

biological defense programs, and developing frameworks for terrorism prevention and analysis and mitigation of insurgent actions overseas.

For over 30 years, she has been dedicated to the use of technology to enhance preparedness and response. She was involved with some of the earliest efforts by FEMA to integrate technology and emergency management, and taught courses in evacuation planning and the use of computers in emergency management at FEMA's Emergency Management Institute. She also led an effort to develop response tools for a public protection program mandated by the EPA after the Bhopal disaster in 1984. Since then, she has played a key role in developing requirements analysis for multi-million dollar emergency management software tools, analyzing and recommending information technology staffing, and developing architecture and tools for simulation-based acquisition—all for protection programs with lifecycle budgets reaching as much as \$2 billion. She has provided strategic direction for numerous modeling and simulation studies whose results drive policy, strategy, and investment decisions at the federal, state, and local levels.

Prior to founding IEM, Beriwal worked for the state of Louisiana, focusing on floodplain management and hurricane evacuations for the city of New Orleans and surrounding areas. In 1984, she received a Special Merit Award from the Louisiana Emergency Preparedness Association for her achievements in hurricane emergency preparedness.

She has been a member of the prestigious Army Science Board (ASB) and was on the Defense Science Board's Task Force for Intelligence Needs on Homeland Defense, created at the request of the DOD and the CIA to address counter-terrorism intelligence requirements for homeland defense. In 2001, she was the invited facilitator for DOD's Chemical and Biological Modeling and Simulation Futures Workshop, which examined strategic defense issues.

Beriwal is a guest lecturer at the Homeland Security Executive Leadership Program at the Naval Postgraduate School's Center for Homeland Defense and Security in Monterey, California, and is a frequent speaker at conferences, such as the International Association of Emergency Managers conference and the World Conference on Disaster Management. A true visionary and pioneer, Beriwal was inducted into the International Women in Homeland Security and Emergency Management Hall of Fame in 2012.

Beriwal holds a master's degree in Urban Planning (Transportation and Land Use) and a bachelor's degree in Geography and Economics.



2801 Slater Road, Suite 110 Morrisville, NC 27560

Mailing Address: P.O. BOX 110265 Research Triangle Park, NC 27709

1.800.977.8191 919.990.8191 www.iem.com

September 9, 2019

Historic District Commission

405 Martin Luther King Jr Blvd.

Chapel Hill NC 27514

Dear Sir/Madam:

RE: Application for the HDC Board Membership

I have applied for a position on the HDC to serve the community in preserving the Chapel Hill historic areas. I would have liked to be at the meeting on September 10, 2019 in person. However, I am on my way to Poland at the time of this meeting. At the suggestion of the HDC staff, Anya Grahm, I am penning this letter for your consideration.

I have some educational and work experiences to offer as a potential HDC board member. I am enclosing my bio to this letter. I would specifically refer to a Master's degree in Urban Planning and my experience founding and running a disaster management company for the last 34.5 years.

I have been a resident of the Chapel Hill historic district since 2015.

If you wish to speak to me, please do not hesitate to call at (225) 281-0071 or write to me at gardenfind@gmail.com. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Madhu Beriwal", with a large, stylized circular flourish at the end.

Madhu Beriwal

304 N Boundary Street

Chapel Hill, NC 27514

I Think ∴ IEM

Profile

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☒ I Agree

kimmylevell@exteriordecorating.com

Email Address

Kim

First Name

Levell

Last Name

Middle Initial

510 Hooper Lane

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Home: (813) 810-5469

Primary Phone

Home:

Alternate Phone

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What district do you live in? *

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

If you are a Chapel Hill Resident, How long have you lived here?

☒ 4-9 years

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Which Boards would you like to apply for?

Community Design Commission: Eligible

Historic District Commission: Eligible

Question applies to Community Design Commission

Select a Seat Category for the Community Design Commission *

☒ Chapel Hill Resident

Which Board is your First Choice? *

☒ Historic District Commission

How did you find out about this opportunity? (select all that apply by holding down the shift key)

☒ Other (provide additional information below)

If you chose "Other" from the advertising opportunity listed above, please specify specify:

Jake Lowman Town Senior Planner

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I am the design principal with Levell Design a recognized high end residential design build firm for interior and exterior homes. I bring 20+ years of residential design knowledge as well as a firm understanding of construction, site planning, and a complete range of exterior design aspects.

Question applies to Historic District Commission

Do you have special interest, experience, or education in history, architecture, archaeology, or related fields? If yes, please explain.

As mentioned in the above the realm in which the historic district plays a role regarding preservation of the historic district has been my career path for over 20 years.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I am passionate about good design and also maintaining the quality of community development through comprehensive evaluations and good decision making based on factual data regarding construction details. I have successfully negotiated many design projects through the various nuances of construction from beginning to end with all things related in between. After many years of working in the field as a design/build expert I am also very open to communication, education, and discovery in order to make the best and brightest decisions with regards the projects or anything I am working on. I am extremely passionate about all aspects of design and historic preservation.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

If other, please describe:

Please select your age from the following list. *

☒ 35-54

Interior/exterior designer

Occupation

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

Ethics Statement

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☒ I Agree *

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Anya Grahn

From: Kim Levell <kimmylevell@gmail.com>
Sent: Tuesday, September 10, 2019 1:10 PM
To: Anya Grahn
Subject: HDC Letter

External email: Don't click links or attachments from unknown senders. To check or report forward to reportspam@townofchapelhill.org

Dear Present Members of the HDC,

My apologies for not being able to attend this meeting, but I am out of town on business.

Allow me to start off by saying I believe in contributing to one's community, especially if an individual has expertise in a particular area. My role model and grandfather, Olen Levell instilled this value in me. After retiring from PPG in the early 70's he set his talents to work on building roads and the first golf course Arnold Palmer had designed in Indian Lake Pennsylvania. He applied his management skills in order to create a better community.

I come before you with that same volunteer ethic, believing that I have the skill set that is necessary for this community historic district commission. I am an accomplished exterior designer with over 20 years of experience. I have projects under my belt from Utah to Florida, where I presently work and travel to a few days out of each month.

My job description is to consult with clients on architectural projects with relation to everything on the outside of their residential home. I am involved in all aspects of designing, selecting and constructing facades, roofing, gutters, lighting, windows, doors, porch materials, railings etc...as well as everything under the description of exteriors like entry sequences, drainage, landscapes, and hardscapes.

My skill set encompasses landscape architecture, some civil engineering, construction design build, and interior design. Furthermore, I have worked extensively with a historic district through my projects in Tampa.

Great design involves staying true to the character and architecture of a home. Changes should compliment, rather than do harm to the original integrity. I do not believe in revolutionizing architecture for the modern world, such as replacing a classic wood styled railing with a contemporary linear metal one. I endorse maintaining the integrity and design that was originally intended by the architect or designer when it comes to remodeling existing homes. With regard to newly constructed homes, they truly need to fit guidelines in order not to fracture the historic charm of a particular community.

I also pride myself on being able to translate design mistakes, such as out of bounds contemporary architecture that found its way in, or changes made before permitting requirements or guidelines were available, and bring them back into the historic or traditional picture. I do not believe in perpetuating mistakes with regard to modern architecture and taking those mistakes further down the wrong path. If changes are allowed to be made this can be used an opportunity to rectify what was once a lost opportunity.

I always look at historic architecture from a purely preservation standpoint, and have the construction and design background to know how to implement such changes without doing damage to the structural integrity.

It is for the above reasons that I apply to the HDC of Chapel Hill. I am eager to offer my passion for exterior design and knowledge in this field, and have a genuine desire to see our neighborhood look its best.

Warm Regards,

Kim Levell

Design Principal at Levell Design

EFV Historic District Resident

Cellular: (813) 810-5469

Email: levell@exteriordecorating.com

Profile

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☒ I Agree

waterrachelswim@yahoo.com

Email Address

Rachel

First Name

E

Middle Initial

Nelson

Last Name

1100 West NC Highway 54 Bypass

Street Address

Apt 10

Suite or Apt

CHAPEL HILL

City

NC

State

27516

Postal Code

Mobile: (530) 400-9985

Primary Phone

Home:

Alternate Phone

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

What district do you live in? *

☒ Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

If you are a Chapel Hill Resident, How long have you lived here?

☒ 0-12 months

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

Which Boards would you like to apply for?

Historic District Commission: Eligible

Chapel Hill Public Library Advisory Board: Eligible

Select a Seat Category for the Chapel Hill Public Library Advisory Board *

☒ Chapel Hill Resident

Which Board is your First Choice? *

☒ Historic District Commission

How did you find out about this opportunity? (select all that apply by holding down the shift key)

☒ Internet

If you chose "Other" from the advertising opportunity listed above, please specify specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

My ability to work well with others is shown in the great ability I have making people feel welcomed and comfortable. I would be able to bring an organized work ethic while still maintaining a friendly and welcoming relationship with others at the workplace. I enjoy working with others towards a common goal. I have been involved with working with people and children of different backgrounds and I believe I would bring forth a unique perspective on how to reach many different groups of people all while focusing on our main goal and objectives to achieve.

Question applies to Historic District Commission

Do you have special interest, experience, or education in history, architecture, archaeology, or related fields? If yes, please explain.

A project I am proud of helping to start was a pilot transcription project for elementary school students. My involvement included meeting with teachers, creating online access to primary records, and compiling work packets of scanned documents for multiple students to work on simultaneously. This project was created to help students learn not only about the California court system in the mid to late 1800's, but also to read, analyze, and understand primary records.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I am a very organized and fun-loving person. I take pride in the work I do and my ability to serve those around me. One example of my work would be with the organization I have brought to the backlog of the Yolo County Archives. I have taken the time to create a way that 20 plus years of backlog has been organized and has thus been better processed. In doing this, I was promoted to take charge of maintaining and fixing the website (by using Dublin core, HTML, and Omeka) that is used by the public to have access to the digitized collections from the county archives.

[Resume_2019-
Rachel_Nelson.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

If other, please describe:

Please select your age from the following list. *

☒ 25-34

Graduate Student

Occupation

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

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☒ I Agree *

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☒ I Agree

jennyannehoffman@gmail.com

Email Address

Jennifer

First Name

A.

Middle Initial

Hoffman

Last Name

101 Manchester Place

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Mobile: (919) 452-7458

Primary Phone

Home:

Alternate Phone

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What district do you live in? *

☒ Chapel Hill Town limits (Purple)

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If you are a Chapel Hill Resident, How long have you lived here?

☒ 4-9 years

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Which Boards would you like to apply for?

Historic District Commission: Eligible
Short Term Rental Task Force: Eligible

Question applies to Short Term Rental Task Force

Select a Seat Category for the Short Term Rental Task Force *

☒ Short Term Rental Operator/Advocate

Question applies to Short Term Rental Task Force

Do you take advantage of STRs when traveling or when hosting guests in town?

☒ Yes ☐ No

Question applies to Short Term Rental Task Force

Do you rent out property/properties as STRs?

☒ Yes ☐ No

Question applies to Short Term Rental Task Force

Do you live in a neighborhood or building that has STRs? *

☒ Yes

Question applies to Short Term Rental Task Force

What time of day are you able to meet?

- ☒ Morning
- ☒ Midday
- ☒ Afternoon
- ☒ Evenings

Question applies to Short Term Rental Task Force

Is there a day(s) of the week that you can NOT meet?

None Selected

Which Board is your First Choice? *

☒ Short Term Rental Task Force

How did you find out about this opportunity? (select all that apply by holding down the shift key)

- ☒ Advisory Board or Council member
- ☒ Other (provide additional information below)

If you chose "Other" from the advertising opportunity listed above, please specify specify:

Historic Commission: Was approached by current Board Member. SHR Task force: Airbnb sent info about the creation of the SHR Task Force.

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

Regarding the Historic District Commission: I appreciate intentionally designed or thoughtfully maintained neighborhoods. I recognize that the Chapel Hill historic district is at the heart of our college town and is largely occupied by students and UNC staff and faculty. There is a practical necessity for affordable housing near the college campus, but the process of real estate development needs to respect and harmonize with the character of our town so we can preserve our town's beloved, signature regional style and historical character. That being said, I enjoy the juxtaposition of modern and historical styles and I don't think they need be thought of "at odds". Requiring thoughtful consideration of general concepts of walkability, a sense of community, human-scaled buildings and architectural features, community amenities, etc. can often be the way for modern and historic styles to coexist harmoniously. Regarding the STR task force: I am an active Airbnb host in my own home. I rent individual rooms as well as my entire house when I am not in town. Guests always tell me they prefer the Airbnb experience and price point to hotels, as do I. It's a welcome supplement to my income and gives me the opportunity to make use of underutilized rooms in my home. Also, I am a residential designer/ general contractor. I plan to purchase and renovate properties to use as Airbnb rentals.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

Regarding the Historic District Commission: I am a small-scale developer. I've designed and built "spec" homes and have flipped historic homes in the historic mill-village areas of Hillsborough, Durham and Carrboro. Given the hot real estate market of our region, and especially in the dense village/ town/ city centers of each project, it would be easy to slap together a quick-turnaround project without style or character. I completely understand and feel aligned with local developers who want to take advantage of the income opportunities of development in the historic district. That being said, I know that it doesn't take enormous effort or great expense to do so thoughtfully and in keeping with the historic character of our town, ultimately creating an even more desirable/ marketable/ beautiful community for everyone. I am troubled by the crisis of lack of affordable housing. I realize that's not the focus of the Historic District Commission but I will be keeping that issue in mind, seeking solutions whenever possible. Regarding the SHR Task Force: I own J. Hoffman Studio Design + Build LLC. My design/build work has many significant cross-overs into the issues of short term rentals bring up: real estate development, income properties, taxes for residential improvement projects, the rental market and the evolution of neighborhoods.

Question applies to Historic District Commission

Do you have special interest, experience, or education in history, architecture, archaeology, or related fields? If yes, please explain.

Yes, I went to grad school at The University of Buffalo School of Architecture and Planning. I was a Graduate Student Teacher of Ancient Architecture History. I own a design-build company and I practice as a residential designer and licensed general contractor. I have served on the Chapel Hill Community Design Commission, volunteered with Habitat for Humanity and I am a member of the National & local Home Builders Association and the Professional Women in Building Council. I am a member of the Triangle Modernist Society. I am very interested in promoting and preserving the architectural and cultural character of our region in my work as a designer/ builder. In my own design work, it's very important to me to integrate modern design with our regional vernacular architecture.

Please describe your experience with Short Term Rentals (STRs). Discuss how STRs have effected your experience as a resident, property owner, or your business. Address any concerns you may have about STRs or your views on the regulation of STRs. This information is being used in an effort to create a task force that equally represents different stakeholder interests and opinions on this topic.

As an Airbnb host, I have been able to sustain myself financially as a single mom of 3 kids during the feast/famine cycle of my design & construction business. I've been able to stay debt-free and even afford home improvement projects because of the Airbnb income. I hesitated to host guests in my home when my children were also at home with me, but over and over it's proved itself to be a valuable experience for my kids. They've learned how to be gracious and welcoming hosts and local ambassadors and have met many ambitious people who come to UNC Chapel Hill as prospective students, visiting faculty, professional students, and speakers. They've learned about many different parts of the world because we've shared casual conversation over breakfast with guests from Japan, Australia, Chile, Quebec, Norway, Croatia and many other places. I confess that at times, my guests have caused a nuisance to my neighbors. I would concede that there needs to be a general code of conduct for Airbnb hosts and their guests. I think Airbnb is a wonderful thing; it promotes community, affordable lodging, interesting travel opportunities to "live like a local", and offers a great income opportunity for property owners.

[J. Hoffman Resume 2019.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

In order to consider this application and provide some balance to the various boards, this personal information is required:

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

If other, please describe:

Please select your age from the following list. *

☒ 35-54

Residential Designer/ Licensed
General Contractor

Occupation

Are you a Town of Chapel Hill employee?

☐ Yes ☒ No

Ethics Statement

ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

☒ I Agree *

Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.