



# TOWN OF CHAPEL HILL

## Housing Advisory Board

### Action Minutes

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

Chair Dawna Jones  
Vice Chair Mary Jean Seyda  
Jared Brown-Rabinowitz

Laura Cowan  
Letitia Davison  
Anne Hoole

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**Tuesday, February 11, 2020**

**6:30 PM**

**RM 102 | First Floor Conf. Room**

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#### Opening

#### Roll Call

Town Staff: Nate Broman-Fulks, Affordable Housing Manager

**Present**      6 - Chair Dawna Jones, Vice-Chair Mary Jean Seyda, Jared Brown-Rabinowitz, Laura Cowan, Letitia Davison, and Anne Hoole

**Absent**        1 - Kayla Prestwood

#### Approval of Agenda

A motion was made by Davison, seconded by Vice-Chair Seyda, that the agenda be approved. The motion carried by a unanimous vote.

#### Announcements

#### Petitions

#### Approval of Minutes

1. January 14, 2020 Draft Action Minutes

[\[20-0104\]](#)

A motion was made by Vice-Chair Seyda, seconded by Cowan, that the Draft Action Minutes for the January 14, 2020 meeting be approved as written. The motion carried by a unanimous vote.

#### New Business

2. Introduction and Discussion with Community Home Trust Executive Director

[\[20-0105\]](#)

The HAB welcomed Kimberly Sanchez, new Executive Director for the Community Home Trust. Kimberly spoke to the HAB about her professional experience, the work of the Community Home Trust, and her excitement for the future of the organization and its role in providing affordable housing in Chapel Hill.

## Old Business

### 3. Eastowne Master Planning & Development Agreement Discussion

[\[20-0106\]](#)

The HAB provided the following feedback and expressed the following questions:

#### Questions

- How did the Town Council decide 500 units was appropriate on the site and what has gone into that assessment?
- Are the 200 units reserved for UNC Health Care employees inclusive of the 100 affordable or in addition to?
- What AMI levels is the Town looking at for the 100 (or 20%) affordable units?
- What is the Council's hard line on development of the northern parcel and what would be the effect on affordable housing if UNC Health Care doesn't develop on the northern 20 acres (or has limited development on the 20 acres)?

#### Feedback

- The HAB Would like the 100 affordable units to be in addition to the 200 employee units for a total of 300 affordable and employee units
- The HAB reiterated their recommendation for the affordable units to serve 60% AMI and below, with a focus on 30% AMI households and accepting housing vouchers
- HAB recommends exploring affordable housing for low-income patients
- The HAB would like a better understanding of what the Council's positions are grounded in
- This is a once in a lifetime development - the more data you can have to help inform the decisions the better

### 4. Affordable Housing Bond: First Round of Funding Discussion

[\[20-0107\]](#)

Town staff discussed a preliminary process for releasing Affordable Housing Bond funds. Staff discussed this plan could include a request for proposals process this spring with applications reviewed by the HAB. The HAB would provide recommendations to Town Council for their consideration. Staff discussed this round of bond funding will likely be the first of two rounds.

The HAB reviewed and discussed the draft application scoring rubric that could be used for evaluating bond funding applications. The HAB suggested having an agenda item at their March meeting to further discuss the rubric, including how to score mixed-income projects and per unit subsidy amounts for projects serving extremely low income residents.

### 5. Affordable Housing Updates

[\[20-0108\]](#)

Staff provided the following updates to the HAB:

Town-owned sites: Staff announced the Town Council will be discussing future plans for the American Legion site at their February 12 Work

Session. Staff also reminded the HAB that responses to the Request for Qualifications for a developer partner on the Jay Street site are due March 2nd and the Town has executed a Memorandum of Understanding with a developer partner team for a mixed-income development at the 2200 Homestead Road site. The developer team members are Self-Help, CASA, Community Home Trust, and Habitat for Humanity of Orange County.

The staff also announced there will be a public input session for the 5-Year Orange County Consolidated Plan at the Hargraves Center on Wednesday, February 26 at 6:30pm.

### *Adjournment*

Next Meeting - March 10, 2020

A motion was made by Davison, seconded by Hoole, that the meeting be adjourned. The motion carried by a unanimous vote.

### *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.*