



TOWN OF CHAPEL HILL

Planning Commission

Meeting Minutes

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

Chair Amy Ryan
Vice-Chair John Rees
Neal Bench
Michael Everhart
Melissa McCullough

Louie Rivers
Katherine Roberts
Whit Rummel
Elizabeth Webber

Tuesday, April 3, 2018

7:00 PM

RM 110 | Council Chamber

Opening

The meeting convened at 7:06p.m.

Roll Call

Present 8 - Chair Amy Ryan, Vice-Chair John Rees, Neal Bench, Michael Everhart, Melissa McCullough, Louie Rivers, Katherine Roberts, and Elizabeth Webber

Absent 1 - Whit Rummel

Secretary reads procedures into the record

Approval of Agenda

Announcements

1. Interview Planning Commission Applicants [\[18-0278\]](#)

Steven Whitlow, Taylor Dansby, Jeffrey Chaires, Stacey Wooden, and Hui Ding interviewed before the Planning Commission.

Petitions

Approval of Minutes

2. March 20th Planning Commission Draft Action Minutes [\[18-0277\]](#)

Commissioner Neal Bench moved and Commissioner Melissa McCullough seconded to approve the March 20th minutes subject to the following clarification: The Chapel Hill High School stipulation that requires future

electrification of 20% of the parking spaces should clarify that laying conduit does not require electric meters be installed at the time of construction, but rather at a future date.

Old Business

3. Chapel Hill Cooperative Preschool Extension

[\[18-0279\]](#)

Judy Johnson (Town staff) and Ralph Karpinos (Town Attorney) presented the application and were available to respond to Commissioner questions. Aaron Bachenheimer and Peter Bellantoni presented the application on behalf of the applicant.

Stephen Bodner, Janice Farringer, Katherin Simonsen, Sarah DeBerardinis, Emily Harrawood, Mary Lindsley, Nilu Goonetilleke, Brian Mack, Joe Nanney, Julie Richardson, Katie Eimers, Sam Berger, Nadia Chargaia, Jay Raval, Emma Griffith, Sabrina Zadrien, John Baron, Peter de Leeuw, Jenny Redman, Marge Brache, Jess Aylor, Matt Moody, and Wil Steen spoke regarding the application.

Commissioner Neal Bench moved and Commissioner John Rees seconded to postpone decision of this application to the May 1 Planning Commission meeting.

Aye: 8 - Chair Ryan, Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Roberts, and Webber

4. Recommendation to Council: Blue Hill Design Guidelines

[\[18-0297\]](#)

Commissioner Bench moved and Commissioner McCullough seconded to postpone the review of the Blue Hill Design Guidelines to the April 18th meeting.

Aye: 8 - Chair Ryan, Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Roberts, and Webber

5. Recommendation to Council: Amendments to Form District Regulations

[\[18-0298\]](#)

Commissioner Bench moved and Commissioner McCullough seconded to postpone the review of the Blue Hill Design Guidelines to the April 18th meeting.

Aye: 8 - Chair Ryan, Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Roberts, and Webber

6. Advisory Board Voting Procedures

[\[18-0232\]](#)

Aaron Frank (Town staff) presented the proposed changes to voting procedures.

The Planning Commission recommends that a minimum of 5 votes shall be required to take action or make a recommendation if the full membership (excluding vacant seats and persons excused from voting) of the Commission is present, and a minimum of 4 votes shall be required to take action or make a recommendation if the full membership isn't present.

New Business

7. Application for Special Use Permit - 11SIXTY5 Weaver Dairy Road (Project #17-112)

[\[18-0273\]](#)

Commissioner Roberts moved and Commissioner McCullough seconded to approve the rezoning application.

Commissioner Bench moved and Commissioner McCullough seconded to find the proposal consistent with the comprehensive plan.

Commissioner McCullough moved and Commissioner Rees seconded to approve the Special Use Permit with the two modification to regulations requested by the applicant, and offered the following recommendations:

- That the applicant attempt to shield parking deck lighting from adjacent properties.
- That architectural cladding be provided on all elevations of the parking deck.
- Pedestrian walkways in parking garage should to be protected.
- Significantly more shade trees be provided in the plaza.
- The Planning Commission supports TCAB requests for additional conduit and improved wayfinding for bicycle parking.
- Two bicycle racks are recommended in front of the building rather than one.

Reports

Adjournment

Next Meeting - April 17

The meeting adjourned at 11:30p.m.

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.