



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 17, 2018

7:00 PM

RM 110 | Council Chamber

Opening

Roll Call

Councilmember Michael Parker and Town Staff Aaron Frank were also in attendance.

Present 7 - Vice-Chair John Rees, Neal Bench, Michael Everhart, Melissa McCullough, Louie Rivers, Whit Rummel, and Elizabeth Webber

Absent 2 - Chair Amy Ryan, and Katherine Roberts

Approval of Agenda

Announcements

Petitions

Approval of Minutes

1. Approval of April 3rd Minutes

[\[18-0329\]](#)

Commissioner Bench moved and Commissioner McCullough seconded to approve the minutes subject to two changes; 1) in the 11Sixty5 Special Use Permit to refer to pedestrian crossings as pedestrian walkways, and 2) change the word "offers" to "offered".

Aye: 7 - Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Rummel, and Webber

Old Business

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

Dr. Hoi Ning Ngai, Kim Hoppin, and Jeffery Charles interviewed before the Planning Commission.

The Planning Commission recommended the following applicants to Town Council for Planning Commission appointment:

Melissa McCullough, Reappointment, Environmental Seat
Stephen Whitlow, Appointment, Housing Seat
Louie Rivers, Reappointment, Town Resident Seat
Buffie Webber, Appointment, Town Resident Seat

3. Recommendation to Council: Blue Hill Design Guidelines**[\[18-0297\]](#)**

Corey Liles (Town staff) presented the Blue Hill Design Guidelines to the Planning Commission.

Commissioner Bench moved and Commissioner McCullough seconded to recommend adoption of the Design Guideline Updates with the proposed changes:

Building Street Types:

- Type D: be changed to agree with CDC recommendation of further study
- Type E: include all of the CDC recommendations

Building Massing:

- 70% upper plate reduction is recommended but would require a stepback to the "front" or most visited façade

Design Alternatives:

- Encourage utilization of rooftop space removing rooftop as a qualifying amenity space
- Recommend 8% open amenity space ratio rather than 6%
- Recommend that planning evaluate the downsides of removing forecourt space

Enhanced standards:

- Drive thrus be prohibited and the Commission believes it to be counter to the intention of the Blue Hill District and Chapel Hill 2020

Review and Applications:

-The PC Endorse the CDCs recommendation that Council and not Town Manager approve revisions to the Design Guidelines

4. Recommendation to Council: Amendments to Form District Regulations [\[18-0298\]](#)

Commissioner Bench moved and Commissioner McCullough seconded to find the proposed text amendments, and any minor changes to the text amendments, consistent with the comprehensive plan.

Commissioner Everhart moved and Commissioner Bench seconded to recommend adoption of the text amendments relating to the Form District Design Guidelines.

New Business

5. University-1 (U-1) Text Amendment [\[18-0330\]](#)

Aaron Frank (Town staff) presented the application.

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

Aye: 7 - Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Rummel, and Webber

Commissioner Bench moved and Commissioner Rummel seconded to recommend approval of Ordinance A.

Aye: 7 - Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Rummel, and Webber

6. Municipal Services Center [\[18-0331\]](#)

Aaron Frank (Town staff) and Eric Schoenagel (Architect) presented the application to the Commission. Fred Stang, Alan Snavelly, and Tim Williams spoke as nearby residents.

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

Aye: 7 - Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Rummel, and Webber

Commissioner Bench moved and Commissioner McCullough seconded to recommend approval of the rezoning from Office/Institutional-2 (OI-2) to University-1 (U-1).

Aye: 7 - Vice-Chair Rees, Bench, Everhart, McCullough, Rivers, Rummel, and Webber

The Planning Commission reviewed and offered comment on the development agreement, and asked to continue this discussion at it's May 2nd meeting.

Reports

Adjournment

Next Meeting - May 1

The meeting adjourned at 11:14p.m.

Commissioner McCullough moved and Commissioner Rummel seconded to adjourn the meeting.

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.