



# 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  
Paul Bungard  
Lawrence K. Daquioag  
Michael E. Fox

Daniel Hatley  
Phillip Lyons  
Katherine Murphy  
Joseph Parrish  
Carl Schuler  
Josephine Tetteh

---

**Thursday, September 6, 2018**

**6:30 PM**

**RM 110 | Council Chamber**

---

### Opening

### Roll Call

Staff Present: Phil Mason, Liaison to Board, Jake Lowman, Assistant Liaison to Board, Becky McDonnell, Assistant Liaison to Board, Ralph Karpinos, Counsel to the Board

**Present**            9 - Chair James Bartow, Vice-Chair Brian Godfrey, Paul Bungard, Lawrence K. Daquioag, Michael E. Fox, Daniel Hatley, Phillip Lyons, Katherine Murphy, and Josephine Tetteh

**Absent**             3 - Devon Bass, Joseph Parrish, and Carl Schuler

*Secretary reads procedures into the record*

### Approval of Agenda

### Announcements

### Petitions

### Approval of Minutes

1. August 2, 2018 Minutes

[\[18-0680\]](#)

A motion was made by Murphy, seconded by Bungard, that these Minutes be approved. The motion carried by a unanimous vote.

### Old Business

### New Business

2. Dimensional Variance: 913 Kings Mill Road (Project #18-081) [\[18-0681\]](#)

A motion was made by Murphy, seconded by Tetteh, that the variance be approved. The motion carried unanimously, with the following vote:

**Aye:** 9 - Chair Bartow, Vice-Chair Godfrey, Bungard, Daquioag, Fox, Hatley, Lyons, Murphy, and Tetteh

3. Appeal: 704 E Franklin Street (Project #18-037) - Historic District Commission Decision [\[18-0682\]](#)

A motion was made by Tetteh, seconded by Lyons, to adopt Resolution B, denying the appeal, thereby upholding the Historic District Commission decision. The motion failed by the following vote:

**Aye:** 5 - Chair Bartow, Vice-Chair Godfrey, Fox, Lyons, and Tetteh

**Nay:** 4 - Bungard, Daquioag, Hatley, and Murphy

A motion was made by Hatley, seconded by Daquioag, to adopt Resolution A, to approve the appeal, thereby overruling the Historic District Commission decision. The motion failed by the following vote:

**Aye:** 5 - Vice-Chair Godfrey, Bungard, Daquioag, Hatley, and Murphy

**Nay:** 4 - Chair Bartow, Fox, Lyons, and Tetteh

4. Annual Election of Officers [\[18-0679\]](#)

A motion was made by Godfrey, seconded by Fox, to nominate James Bartow as Chair and voice vote to elect him by acclamation. The motion carried unanimously.

A motion was made by Hatley, seconded by Lyons, to nominate Brian Godfrey as Vice-Chair and voice vote to elect him by acclamation. The motion carried unanimously.

*Adjournment*

Next Meeting - October 11, 2018

A motion was made by Hatley, seconded by Tetteh, to adjourn the meeting. 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.*