



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
Michael E. Fox
Daniel Hatley
Phillip Lyons

Katherine Murphy
Joseph Parrish
Carl Schuler
Andrew Strada
Josephine Tetteh

Thursday, August 1, 2019

6:30 PM

RM 110 | Council Chamber

Opening

Roll Call

- Present** 0 - Chair James Bartow, Vice-Chair Brian Godfrey, Devon Bass, Michael E. Fox, Daniel Hatley, Phillip Lyons, Joseph Parrish, Carl Schuler, Andrew Strada, and Josephine Tetteh
- Excused** 1 - Katherine Murphy

Secretary reads procedures into the record

Approval of Agenda

Petitions

Approval of Minutes

1. July 11, 2019 Meeting Minutes [\[19-0676\]](#)

A motion was made by Godfrey, seconded by Parrish, to amend the draft minutes with minor changes. A motion was made by Hatley, seconded by Parrish, to approve the amended minutes. The motion carried by a unanimous vote.

Old Business

New Business

2. 415 W Patterson Place: After-the-Fact Dimensional Variance [\[19-0677\]](#)

The item was rescheduled to the October meeting.

3. 1141 Smith Level Road: Dimensional Variance [\[19-0678\]](#)

Heather Washburn, applicant and owner, presented. The Board discussed

the four findings of hardship as related to this application, noting particular constraints including the structural integrity of the existing building and the location of trees and septic field. A motion was made by Vice-Chair Godfrey, seconded by Hatley, to adopt Alternative Resolution A, a motion to approve the variance request Option 1 as explained by the applicant, which would leave the existing cottage as-is. The motion carried by a unanimous vote.

Rules of Procedure Amendment

The Board continued discussion of a possible amendment to the Rules of Procedure regarding deferral of hearings for after-the-fact variances. Staff presented a draft amendment for consideration, for possible action at a subsequent meeting.

Adjournment

Next Meeting - September 12, 2019

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.

