



# 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 Tai Huynh  
Jared Brown-Rabinowitz  
Laura Cowan

Letitia Davison  
Anne Hoole  
Mary Jean Seyda  
Kayla Prestwood

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**Tuesday, November 12, 2019**

**6:30 PM**

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

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### Opening

### Roll Call

Planning Commission Champion: Stephen Whitlow

Staff: Sarah Osmer Vinas, Assistant Director for the Office for Housing and Community

Nate Broman-Fulks, Affordable Housing Manager

Emily Holt, Affordable Housing Development Officer

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

**Absent**        2 - Letitia Davison, and Kayla Prestwood

### Approval of Agenda

A motion was made by Hoole, seconded by Vice-Chair Huynh, to approve the agenda. The motion carried by a unanimous vote.

### Announcements

### Petitions

### Approval of Minutes

1. September 10, 2019 Draft Action Minutes

[\[19-0920\]](#)

A motion was made by Seyda, seconded by Hoole, that the September 10, 2019 Draft Action Minutes be approved as written. The motion carried by a unanimous vote.

### Old Business

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**2. Consideration of the Draft Future Land Use Map [\[19-0921\]](#)**

Alissa Rogers, Land Use Manager Project Manager for the Town of Chapel Hill, provided an update on Council's Consideration of the Draft Future Land Use Map.

**New Business****3. Concept Plan Review for 1701 Martin Luther King Jr. Blvd. - Evolve [\[19-0922\]](#)**

Key points made by members of the Housing Advisory Board during its review of a concept plan for 1701 Martin Luther King Jr. Blvd. include:

- Suggest that the applicant review the latest income data to update the calculation of an affordable rent for a 1-bedroom unit. Make sure the proposal meets Town expectations around appropriate rent limits for targeted household income levels.
- Pleased to see 50 percent of the new units are proposed as affordable.
- Suggest exploring additional scenarios that propose other possible affordable combinations such as a longer affordability period and serving lower AMI's, possibly in exchange for fewer affordable units.
- Encourage the applicant to accept housing vouchers as a way to offer affordable units, if they do not already.
- Strongly encourage lengthening the affordability period of 10 years or including language in any approvals that states the developer will consider an extension after the 10-year period has ended.
- Consider adding modifications to the exterior to enhance security for the ground floor units.

**4. Financial Considerations for Developing and Operating Affordable Housing for Households at or below 30% Area Median Income [\[19-0923\]](#)**

Jess Brandes, Senior Director of Real Estate Development with CASA, gave a presentation on factors to consider when developing housing for extremely low income households.

**5. Case Study Review of Voucher Mobility Program in Houston [\[19-0924\]](#)**

Stephen Whitlow, Associate with Abt Associates and Town of Chapel Hill Planning Commission Member, gave an overview presentation on a program designed to increase the acceptance of vouchers in high opportunity areas in the City of Houston, TX.

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**6. Affordable Housing Updates****[19-0925]**

Staff provided updates on the RFP currently open for the Affordable Housing Development Reserve (AHDR) as well as the status of Town development projects, specifically 2200 Homestead Rd. and Town-owned land on Jay Street.

Brown-Rabinowitz requested additional information about the Eastowne project. Staff agreed to provide the HAB with an update.

*Adjournment*

Next Meeting - December 10, 2019

A motion was made by Brown-Rabinowitz, seconded by Vice-Chair Huynh, 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.*