



# TOWN OF CHAPEL HILL

## Housing Advisory Board

### Action Minutes

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

Chair Dawna Jones  
Jared Brown-Rabinowitz  
Laura Cowan  
Letitia Davison

Anne Hoole  
Mary Jean Seyda  
Kayla Prestwood

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**Tuesday, January 14, 2020**

**6:30 PM**

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

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### Opening

### Roll Call

Town Council Liaison: Jessica Anderson

Youth Council Liaison: Daniel Gulisano

Staff: Sarah Vinas, Assistant Director, Office for Housing and Community  
Nate Broman-Fulks, Affordable Housing Manager

**Present**      5 - Chair Dawna Jones, Jared Brown-Rabinowitz, Laura Cowan,  
Anne Hoole, and Vice-Chair Mary Jean Seyda

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

### Approval of Agenda

A motion was made by Seyda, seconded by Hoole, that the agenda be approved.  
The motion carried by a unanimous vote.

### Announcements

### Petitions

### Approval of Minutes

1. December 10, 2019 Draft Action Minutes

[\[20-0044\]](#)

A motion was made by Brown-Rabinowitz, seconded by Hoole, that the minutes for agenda item 2. Update on Eastowne Master Planning and Development Agreement be amended to reflect the Housing Advisory Board discussed concerns over the effect of not developing on the northern 20 acres of the site would have on affordable housing. The HAB discussed the possibility of commercial but not residential development on a portion of the northern 20 acres.

A motion was made by Hoole, seconded by Brown-Rabinowitz, that the Minutes be approved as amended. The motion carried by a unanimous vote.

## Concept Plan Reviews

### 2. Bella Vista at Meadowmont Village Center Concept Plan

[\[20-0045\]](#)

Key points made by members of the Housing Advisory Board during its review of the concept plan include:

- Would like the project to comply with the terms of the Town's Inclusionary Housing ordinance and include 15% of the units on-site as affordable with 2 affordable to households at 65% or below of the area median income (AMI) and one unit affordable at 80% AMI
- Suggest collaborating with the Community Home Trust throughout the process and to gain an understanding of what their inventory needs are
- If the applicant demonstrates that providing units on-site is not financially feasible, then providing a payment-in-lieu would be their next recommended option. A payment-in-lieu is not the HAB's preferred option.
- Additional information:

One member of the public spoke on the concept plan and against the option of providing affordable housing off-site and expressed support for on-site affordable units to promote further diversity within Meadowmont.

## Old Business

### 3. Update on Eastowne Master Planning & Development Agreement

[\[20-0046\]](#)

Key points Housing Advisory Board members made include:

- The HAB does not believe it has enough information to make an informed and educated recommendation on the minimums of affordable housing at this time.
- The HAB would like to be involved in decision making throughout the process.
- Additional information that would be helpful in order to make a recommendation:
  1. Total number of units in the project - # of homeownership, # of rental
  2. Financial information that is shared
  3. Models on workforce housing and patient housing in healthcare related developments, including from foundations that have experience with this

Housing Advisory Board Project Feedback:

1. Would like for 100% of the residential units to be affordable onsite
2. Would like the residential units to be considered for low income employees of UNC Health Care and other businesses on the site, high-risk and low-resource patients, and other community members that meet the threshold of 60% AMI and below, with a specific focus on serving the 0-30% AMI population
3. Units should be physically indistinguishable from and comparable mix to the rest of the

development and interspersed throughout the development

4. Affordable for at least a 30 year period
5. Properties to accept housing vouchers
6. May seek partnerships with affordable housing developers to create affordable housing on-site or pursue other creative solutions to create affordable housing on-site
7. Dedicate all affordable units to households that are not comprised entirely of full-time students
8. Promote access to housing, including by considering extenuating circumstances for applicants who may have criminal or credit issues

#### 4. Appoint HAB Vice Chair

[\[20-0047\]](#)

A motion was made by Hoole, seconded by Brown-Rabinowitz, that Seyda be appointed as the Housing Advisory Board Vice-Chair. The motion carried by a unanimous vote.

### New Business

#### 5. Housing Advisory Board Priorities for 2020-2025

[\[20-0048\]](#)

A motion was made by Seyda, seconded by Brown-Rabinowitz, to approve the HAB's Five Year Priorities as follows:

1. Adoption of guiding principles for affordable housing in new rental housing development
2. Implementation and resourcing of affordable housing preservation and maintenance strategies, including a focus on communication and engagement with the residents and advocates living in the affordable housing
3. Continued development of the HAB's expertise on affordable housing

The motion carried by a unanimous vote.

#### 6. Affordable Housing Updates

[\[20-0049\]](#)

Staff provided updates on the status of Town development projects and announced that a Request for Qualifications to identify potential development partners for the Town-owned site on Jay Street has been initiated with responses due March 2nd. Staff also announced that a Memorandum of Understanding for development of the Town-owned site at 2200 Homestead Road has been executed between the Town and potential development partners Self-Help, Inc., Community Home Trust, Habitat for Humanity, and CASA.

Staff announced that the HAB recommendations for Affordable Housing Development Reserve funding will be presented to the Town Council at their meeting on Wednesday, January 23rd and the Community Home Trust has announced the appointment of a new Executive Director, Kimberly Sanchez. Staff will invite Kimberly to a future HAB meeting.

*Adjournment*

Next Meeting - February 11, 2020

A motion was made by Hoole, seconded by Cowan, that the meeting be adjourned. The motion carried by a unanimous vote.