



# 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 Mary Jean Seyda  
Jared Brown-Rabinowitz

Laura Cowan  
Letitia Davison  
Anne Hoole

---

**Thursday, May 21, 2020**

**6:30 PM**

**Virtual Meeting**

---

#### Virtual Meeting Notification

Board members will attend and participate in this meeting remotely, through internet access, and will not physically attend. The Town will not provide a physical location for viewing the meeting.

The public is invited to attend the Zoom webinar directly online or by phone. Register for this webinar: URL After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: ###-####-####

#### Opening

#### Roll Call

**Present** 5 - Vice-Chair Mary Jean Seyda, Jared Brown-Rabinowitz, Laura Cowan, Letitia Davison, and Anne Hoole  
**Absent** 1 - Chair Dawna Jones

#### Approval of Agenda

A motion was made by Brown-Rabinowitz, seconded by Hoole, that the agenda be approved. The motion carried by the following vote:

**Aye:** 5 - Vice-Chair Mary Jean Seyda, Jared Brown-Rabinowitz, Laura Cowan, Letitia Davison, and Anne Hoole

#### Announcements

#### Petitions

#### Approval of Minutes

1. Draft Action Minutes - March 10, 2020

[\[20-0350\]](#)

A motion was made by Davison, seconded by Hoole, that the draft minutes be approved as written. The motion carried by the following vote:

**Aye:** 5 - Vice-Chair Mary Jean Seyda, Jared Brown-Rabinowitz, Laura Cowan, Letitia Davison, and Anne Hoole

## **Old Business**

## **New Business**

2. Review Affordable Housing Bond and Development Reserve Applications [\[20-0351\]](#)

A motion was made by Hoole, seconded by Brown-Rabinowitz, that the following Outside Agency Affordable Housing Bond and Development Reserve Funding Plan be recommended for Town Council approval.

Outside Agency Affordable Housing Bond and Development Reserve Funding Plan Recommendation:

CASA Merritt Mill Development: \$438,995

Habitat for Humanity of Orange County Weavers Grove Development: \$1,255,692

Pee Wee Homes Mitchell Lane Tinyplex Development: \$55,313

The Housing Advisory Board did not recommend funding Empowerment's request at this time because Empowerment does not have site control for all of the parcels they are planning to develop. If Empowerment anticipates gaining site control prior to the HAB's Affordable Housing Development Reserve funding application consideration in the fall, the HAB invites them to re-submit the application for funding.

The motion carried by the following vote:

**Aye:** 5 - Vice-Chair Mary Jean Seyda, Jared Brown-Rabinowitz, Laura Cowan, Letitia Davison, and Anne Hoole

3. American Legion Property Discussion [\[20-0353\]](#)

HAB Vice-Chair Seyda and staff provided an update on discussions for use of the Town-owned former American Legion Property. HAB members expressed interest in continuing to monitor the project, participate in the decision-making process for use of the site, and advocate for the Town's housing interests on the site.

4. COVID-19 Report [\[20-0354\]](#)

Staff provided an update on the Town's response efforts to Covid-19, including:

1. Engagement activities with community partners to assess needs, share information, and coordinate response efforts
2. Developing relevant and accessible information and resources for the community
3. Adapting programs and services to meet the new and most urgent community needs

## 5. Affordable Housing Updates

[\[20-0352\]](#)

Staff provided updates on affordable housing initiatives in town, including:

1. Presentation to Town Council on a draft site plan for the development of the 2200 Homestead Road development
2. Update on the process for identifying potential development partner for the affordable housing prioritized site on Jay Street and plans to make a recommendation to the Town Manager in early summer on a potential partner
3. Affordable Housing Quarterly Report updates

### *Adjournment*

A motion was made by Hoole, seconded by Brown-Rabinowitz, that the meeting be adjourned. The motion carried by the following vote:

**Aye:** 5 - Vice-Chair Mary Jean Seyda, Jared Brown-Rabinowitz,  
Laura Cowan, Letitia Davison, and Anne Hoole

*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 Department at 919-968-2728; [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.*