



# TOWN OF CHAPEL HILL

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

## Legislation Details (With Text)

**File #:** [22-0514] **Version:** 1 **Name:**  
**Type:** Discussion Item **Status:** Passed  
**File created:** 5/11/2022 **In control:** Town Council  
**On agenda:** 6/8/2022 **Final action:** 6/8/2022  
**Title:** Update the Standing Advisory Board Membership Policy to Allow Boards to Act to Approve or Deny Matters under Remote Participation Parameters on an Ongoing Basis.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Draft Staff Presentation, 2. Resolution, 3. Adv Board Recommendations, 4. A RESOLUTION MODIFYING REMOTE PARTICIPATION PARAMETERS OF THE STANDING ADVISORY BOARD MEMBERSHIP POLICY TO ALLOW BOARDS TO ACT TO APPROVE OR DENY MATTERS BEFORE THEM AS GENERAL PRACTICE AND IN ACCORDANCE WITH THE PROVISIONS OF G.S. 166A-19.24 (2022-06-08/

| Date     | Ver. | Action By    | Action  | Result |
|----------|------|--------------|---------|--------|
| 6/8/2022 | 1    | Town Council | adopted | Pass   |

### Update the Standing Advisory Board Membership Policy to Allow Boards to Act to Approve or Deny Matters under Remote Participation Parameters on an Ongoing Basis.

**Staff:**

Colleen Willger, Director  
Judy Johnson, Assistant Director  
Corey Liles, Planning Manager

**Department:**

Planning

**Overview:** During the pandemic, the [Standing Advisory Board Remote Participation Policy](https://www.townofchapelhill.org/government/mayor-and-council/boards-commissions/board-membership-policy) <<https://www.townofchapelhill.org/government/mayor-and-council/boards-commissions/board-membership-policy>> has allowed meetings of the Boards and Commissions to be fully virtual, with no members attending in-person. Town Council instituted this approach in [spring 2020](https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4538871&GUID=64B8CA34-E001-4F39-AAB6-21A8CB617DC8) <<https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4538871&GUID=64B8CA34-E001-4F39-AAB6-21A8CB617DC8>> and resolved to reconsider the approach once the Governor's State of Emergency ended. Tonight's item would make remote participation and voting an ongoing option for non-quasi-judicial matters before Advisory Boards.



**Recommendation(s):**

That the Council adopt a resolution to update the Standing Advisory Board Membership Policy.

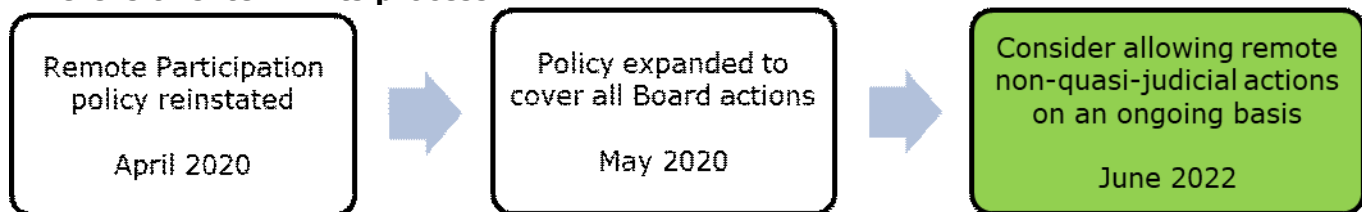
### Proposed Remote Participation Parameters

| Feature of Current Policy  | Proposed                          |
|--|-----------------------------------|
| No limit on how many meetings an individual member can attend remotely | Continue, state clearly in policy |

|   |   |
|---|---|
| Remote attendees count towards meeting quorum   | Continue, allow at all times (not just during States of Emergency)              |
| Remote attendees may vote on recommendations to Council, formal administrative reviews, and similar actions     | Continue, allow at all times (not just during States of Emergency)              |
| Remote attendees of the Board of Adjustment and Historic District Commission may vote on quasi-judicial matters | Allow only during a Governor's State of Emergency, in accordance with State law |

Note: The Governor's State of Emergency is currently still in place. There have been discussions around ending it, but no timeline indicated.

#### Where is this item in its process?



#### Attachments:

- Draft Staff Presentation
- Resolution
- Advisory Board Recommendations

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: Corey Liles, Planning Manager

RECOMMENDATION: That the Council adopt a resolution to update the Standing Advisory Board Membership Policy.