



# Community Design Commission

## Meeting Minutes

April 30, 2026, 5:30 PM

### Virtual Meeting

Heather Washburn, Chair  
Patrick Brennan, Vice Chair  
Kimberly Andrews  
John Biggs

Kelsey Brinkley  
James Faron  
Rachel Oommen

For interpretation or translation services, call 919-969-5105.

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉ ၅၁၀၅ ကိုဖုန်းခေါ်ပါ။

如需口头或书面翻译服务，请拨打 919-969-5105。

လၢတၢ်ကတိၤကျိးထံ မ့တ မ့ၢ် လၢတၢ်ကွဲးကျိးထံအ တၢ်မၤစၢၤအဂီၢ် ကိးဘၣ် ၉၁၉-၉၆၉ ၅၁၀၅

Para servicios de interpretación o traducción, llame al 919 969-5105.

### 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:

[https://us02web.zoom.us/webinar/register/WN\\_hWfEgjINQFm6vFO-Khcq-w](https://us02web.zoom.us/webinar/register/WN_hWfEgjINQFm6vFO-Khcq-w)

After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 843 2356 4028

### Opening

### Roll Call

**Present** 7 - Chair Heather Washburn, Vice-Chair Patrick Brennan, Kimberly Andrews, John Biggs, Kelsey Brinkley, James Faron, and Rachel Oommen

### Approval of Agenda

**A motion was made by Brinkley, seconded by Vice-Chair Brennan, that the Agenda was approved as presented. The motion carried by a unanimous vote.**

### Announcements

No announcements were noted a time of agenda release.

### Petitions

No petitions were noted a time of agenda release.

### Consent Agenda

**A motion was made by Vice-Chair Brennan, seconded by Oommen, that the Consent Agenda be approved as submitted. The motion carried by a unanimous vote.**

**1. [107 Johnson, Peach Apartments Affordable Housing](#) [26-0118]**

The Commission is asked to approve (1) elevation modification made during construction. This affordable housing project is permit closeout and a new window was noted on the backside of the building. Please see the red RevCloud on the South Elevation provided in the Elevation-Updated set.

**2. [1301 Fordham Blvd, Millennium Chapel Hill](#) [26-0119]**

The Commission is asked to consider approval for a minor Certificate of Appropriateness modification made during construction. Millennium Chapel Hill is in permit closeout and the applicant added a mural on a screen wall and pool equipment room.

**New Business**

**3. [701 Martin Luther King, The Paces](#) [26-0120]**

The Commission is asked to review, provide direction and consider action for this project. Final Plans review includes review of building elevations, alternate buffers and site lighting fixtures as applicable. Actions available include approval or deferral. Please note that no action is required and the applicant is not required to follow up with the Commission on any future modifications.

**A motion was made by Oommen, seconded by Brinkley, that the item be approved. The motion carried by a unanimous vote.**

**4. [11 White Oak Drive, Muze Chapel Hill](#) [26-0121]**

The Commission is asked to review, provide direction and consider action for this project. Final Plans review includes review of building elevations, alternate buffers and site lighting fixtures as applicable. Actions available include approval or deferral. Please note that no action is required and the applicant is not required to follow up with the Commission on any future modifications.

**A motion was made by Brinkley, seconded by Oommen, that the item be approved. The motion carried by a unanimous vote.**

**5. [Vacant Seats](#) [26-0122]**

The Commission is asked to review and consider a recommendation to Council about the provided applications. (2) Commissioners will be leaving the Commission after the June meeting, which will put the group at (5). Quorum is (4), which the group will meet regardless. If new Commissioners are to be added, Staff will need a recommendation, which will be sent to Council and they will review the applicants for possible appointment.

**A motion was made by Brinkley, seconded by Vice-Chair Brennan, that both applicants be recommended for appointment by Council]. The motion carried by a unanimous vote.**

### *Adjournment*

Next Meeting - Tuesday, May 26

### *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.*