

Town of Carrboro

301 W. Main St., Carrboro, NC 27510



Meeting Agenda - Final

Tuesday, May 23, 2023

7:00 PM

Council Chambers - Room 110

Town Council

7:00-7:05**A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS**

[23-180](#) 2023 Immigrant Heritage Month Proclamation

7:05-7:10**B. ANNOUNCEMENT OF UPCOMING MEETINGS****7:10-7:20****C. PUBLIC COMMENT****7:20-7:30****D. CONSENT AGENDA**

1. [23-176](#) Approval of September 20, 2022 Minutes
2. [23-153](#) Request to Amend the 203 S. Greensboro Street Project Ordinance

PURPOSE: The purpose of this agenda item is to amend the 203 S. Greensboro Street Project Ordinance to include Orange County Sustainability Grant Funds and additional Stormwater Enterprise Funds.

Attachments: [Attachment A Stormwater Details](#)
[Attachment B Orange County Letter of Award](#)
[Attachment C Racial Equity Pocket Questions](#)
[Attachment D Capital Project Ordinance Amendment](#)

7:30-8:15**E. PUBLIC HEARING**

1. [23-170](#) Legislative Public Hearing on Land Use Ordinance Text Amendments to Modify the M-3 Zoning District at South Green

PURPOSE: The purpose of this agenda item is for the Town Council to consider amending the Land Use Ordinance to allow certain multi-family residential uses into the M-3 zoning district with a special use permit, subject to certain criteria. The request is associated with a petition to amend the M-3-CZ district at South Green. A draft ordinance has been prepared. The Council must receive public comments before taking action on the draft ordinance.

Attachments: [A - Consistency Resolution_05-18-2023.pdf](#)
[B - Draft Ordinance M-3 CZ Amendment 4-2023 \(3\).pdf](#)
[C - LUO Amendment Request Forms.pdf](#)
[D - Comments \(Combined\).pdf](#)
[E - PQ_South_Green_Text_Amend_May2023_DD.pdf](#)

2. [23-166](#) Legislative Public Hearing on Proposed Zoning Map Amendment to the M-3-CZ District at South Green (100, 101, 110, and 120 Two Hills Drive)

PURPOSE: The Town has received a petition to amend the M-3-CZ (Special Light Manufacturing, Conditional) zoning district at South Green to allow for the development of a mixed-use building to include approximately 57 multi-family residential units instead of a commercial building approved. An ordinance for the requested map amendment has been prepared; the Town Council must receive public input before reaching a decision on this request.

Attachments: [A - Consistency Resolution-South Green.pdf](#)
[B - Draft Zoning Map Amendment_5-12-2023_WORKING\(3\).pdf](#)
[C - Vicinity Map -Rezone_M3CZ_Vicinity.pdf](#)
[D - M-3-CZ Amend_Staff Report_5.18.23.pdf](#)
[E-1 Petition for Rezoning.pdf](#)
[E-2 2023-05-19 South Green Lofts Rezoning Exhibits2.pdf](#)
[E-3 2023-03-28 Trip Generation Estimate South Green.pdf](#)
[E-4 NIM 2022-05-19 .pdf](#)
[F - Mailed Notice Certification Packet.pdf](#)
[G - Comments \(combined\).pdf](#)
[H - Excerpts from ART-IX & ART XX.pdf](#)
[I - PQ_South_Green_Map_Amend_May2023_DD.pdf](#)

3. [23-171](#) Quasi-Judicial Public Hearing for Jade Creek Architecturally Integrated Subdivision Special Use Permit-A at 8522 Old NC 86

PURPOSE: The purpose of this agenda item is for Town Council to hold a quasi-judicial public hearing for consideration of a Special Use Permit-A request for property at 8522 Old NC 86

Attachments: [Attachment A - Staff Report](#)
[Attachment B - Project Plans](#)
[Attachment C - Concept Plan Comment Responses](#)
[Attachment D - Traffic Impact Analysis](#)
[Attachment E - Tree Removal Justification Statement](#)
[Attachment F - Illustrative Architectural Elevations](#)
[Attachment G - Staff & Advisory Boards Recommendations Summary Sheet](#)

4. [23-162](#) Public Hearing on Land Use Ordinance Text Amendments Relating to Attendance for Board and Commission Members

PURPOSE: The purpose of this agenda item is for the Town Council to hold a public hearing to consider amendments to the Land Use Ordinance to revise notification associated with attendance requirements.

Attachments: [A - Resolution of Consistency](#)
[B - Draft ordinance](#)
[C - LUO ART-III Administrative Mechanisms](#)
[D - Review Comments](#)
[E- Pocket Questions](#)

F. OTHER MATTERS

8:15-8:30

1. [23-169](#) Request for Authorization to Enter into a Comprehensive Participation Agreement for Orange County Transit Funds

PURPOSE: The purpose of this agenda item is to request that the Town Council authorize the Town Manager to enter into a comprehensive participation agreement with the Transit Governance Interlocal Agreement (ILA) Parties. Participation is necessary to continue to receive transit funding for town infrastructure projects.

Attachments: [A - Resolution for CPA Agreement.doc](#)
[B - Anticipated Schedule.pdf](#)
[C- PQ_OC_Funding_May2023_DD.pdf](#)
[D - 2022-11-16 \(22-147\) Durham and Orange Transit Governance Study Memo.pdf](#)

8:30-8:40

2. [23-167](#) Text Amendments to Chapter 3 of the Carrboro Town Code Relating to Attendance for Advisory Board and Commissions Members.
- PURPOSE:** The purpose of this agenda item is for Town Council to consider amendments to various sections of Chapter 3 of the Carrboro Town Code which will modify attendance requirements for Advisory Boards, Commissions, Committees and Task Forces, as identified at the March 14, 2023 Council Work Session.

Attachments: [Attachment A- Draft Ordinance Amending Town Code Ch. 3- Advisory Attendance](#)
[Attachment B- Recommendation Forms & Comments](#)
[Attachment C- Pocket Questions - Town Code Ch. 3- Advisory Boards and Commissions Attendance Amendments](#)

8:40-8:50

3. [23-168](#) Proposed Amendments to Advisory Board Recruitment & Appointment Policy and Rules of Procedure for Town of Carrboro Boards & Commissions Administrative Policy
- PURPOSE:** The purpose of this agenda item is for the Town Council to consider amendments to the Advisory Board Recruitment and Appointment Policy document, and the Rules of Procedure for Town of Carrboro Boards and Commission Administrative Policy. Proposed amendments to these policies were identified at the March 14, 2023 Town Council work session.

Attachments: [Attachment A- Resolution Amending the Rules of Procedures for Boards and Commissions and Advisory Board Recruitment and Appointment Policy](#)
[Attachment B- Town of Carrboro Advisory Board Recruitment and Appointment Policy Draft Revisions 5.23.23](#)
[Attachment C- Rules of Procedure for Town of Carrboro Boards and Commissions Draft Revisions 5.23.23](#)
[Attachment D- Advisory Boards & Commissions Recruitment- Racial Equity Lens](#)

G. MATTERS BY COUNCIL MEMBERS



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 23-180

Agenda Date: 5/23/2023
In Control: Town Council
Version: 1

File Type: Agendas

2023 Immigrant Heritage Month Proclamation



Town of Carrboro

301 W. Main St., Carrboro,
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Agenda Item Abstract

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Agenda Date: 5/23/2023
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Approval of September 20, 2022 Minutes



Agenda Item Abstract

File Number: 23-153

Agenda Date: 5/23/2023
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File Type: Agendas

Request to Amend the 203 S. Greensboro Street Project Ordinance

PURPOSE: The purpose of this agenda item is to amend the 203 S. Greensboro Street Project Ordinance to include Orange County Sustainability Grant Funds and additional Stormwater Enterprise Funds.

DEPARTMENT: Public Works, Finance, Planning

CONTACT INFORMATION: Ben Schmadeke, Capital Projects Manager, 919-918-7424; Arche McAdoo, Finance Director, 919-918-7439; Laura Janway, Environmental Sustainability Coordinator, 919-918-7326; Randy Dodd, Stormwater Manager, 919-918-7341

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Other

This additional funding included for the 203 Project will serve multiple purposes that have an impact on the Town’s climate goals and climate resiliency. The stormwater funds will be used to replace two failed and undersized road culverts which will increase the resiliency of the Town’s stormwater infrastructure and protect the new 203 Project building from potential flooding. The Orange County grant funding will contribute to the purchase of a solar photovoltaic system on the west roof and an educational display inside the building on green building technologies and the sustainability features of the 203 Building.

INFORMATION: During construction of the 203 Project and further investigation by the Carrboro Stormwater Division, it has been identified that the Carr Street stormwater culvert at the southwest end of the site and the Maple Avenue Extension culvert at the southeast corner of the site have extensive damage and are undersized. The Stormwater Enterprise funds will be used to replace the existing damaged culverts with new reinforced concrete pipes which will connect to the new 203 Project stormwater infrastructure. The installation will take place in conjunction with the 203 Project construction. Please see Attachment A for details.

Orange County has awarded two grants to the Town of Carrboro under its FY2021-22 and FY 2022-2023 Orange County Community Climate Action Grant Program in the amounts of \$40,568 and \$40,575 respectively for the installation of a solar photovoltaic (PV) array on the west roof of the 203 South Greensboro Street Project and an educational display inside the building. Please see Attachment B for the letter of award.

The Racial Equity Pocket Questionnaire has been completed for this agenda item and can be found in Attachment C.

FISCAL IMPACT: This project ordinance amendment will allocate \$221,000 of Stormwater Enterprise funds to the 203 Project construction budget. The Orange County Sustainability Grants in the amount of \$81,143 will

be added to the project Furniture Fixtures and Equipment (FF&E) budget.

RECOMMENDATION: The Town Manager recommends that the Town Council consider adopting the amended project ordinance (Attachment D) which will authorize the Town Manager to execute the grant agreement and transfer the additional funds to the 203 S. Greensboro Project.



May 5, 2023

From:

Amy Eckberg
Sustainability Programs Manager
Orange County Asset Management Services
P.O. Box 8181
Hillsborough, NC 27278

To:

Town of Carrboro
Attn: Laura Janway, Environmental Sustainability Coordinator

RE: 2021 and 2022 Orange County Community Climate Action Grant Awards

Dear Laura,

This letter serves as notification that on October 19, 2021 and January 17, 2023 the Orange County Board of County Commissioners approved your grant awards for the following grants:

Project	Award Amount
203 Project Solar Array (2021-2022)	\$40,567.50
203 Project Solar Array and Educational Display (2022-2023)	\$40,575.00
Total Award:	\$81,142.50

Orange County is pleased to extend funding for these two projects and we look forward to working with you on their implementation as an important step in reducing carbon emissions and advancing climate action in the County. The following are links to the Orange County Board of County Commissioners' business meetings approving the 2021 and 2022 Community Climate Action Grant applications.

https://www.orangecountync.gov/AgendaCenter/ViewFile/Minutes/_10192021-1296
<http://server3.co.orange.nc.us:8088/weblink/0/doc/69430/Page1.aspx>

Please let me know if I can be of further assistance.

Sincerely,

A handwritten signature in cursive script that reads "Amy Eckberg".

Amy Eckberg
Orange County Sustainability Programs Manager

Attachment C

Racial Equity Pocket Question Form

1. What are the racial impacts?

Historically marginalized communities suffer disproportionately larger impacts due to climate disruption. By pursuing renewable electricity for Town buildings, the Town will be showing a commitment to reducing climate disruption and lessening the burden that historically disadvantaged groups will face as a result of greenhouse gas emissions. Increasing the Town's use of renewable energy will reduce its reliance on electricity and the fossil fuels used in its generation. This will improve air quality, which also has a disproportionate impact on the health of marginalized communities, especially children.

2. Who is or will this experience burden?

Installation of these projects may result in temporary street closures during the delivery of materials, site staging and street cuts that would impact area residents and nearby businesses. These include residents and businesses in the Maple Avenue and Roberson Street corridors. Town staff may also be impacted due to potential temporary loss of parking spaces and temporary road closures.

3. Who is or will this experience benefit?

All residents of Carrboro, including historically marginalized and low-income communities, which suffer and will suffer greater impacts due to climate change, will benefit from improved air quality, reduced greenhouse gas emissions, and replacement of substandard stormwater infrastructure.

4. What are the root causes of inequity?

Historic and deliberate institutional policies at all levels of government and unintended consequences of "race-neutral" policies have created inequities for Black and other marginalized communities in employment, housing, generational wealth, health outcomes, and quality of infrastructure. These inequities will only be exacerbated by ongoing climate disruption and continued business-as-usual electricity production and associated greenhouse gas emissions.

5. What might be the unintended consequences of this action or strategy?

Opportunity costs from using funds to install solar PV systems and stormwater infrastructure could prevent funding of other programs that would directly benefit our Black and other historically marginalized and low-income communities.

AMENDMENT TO 203 SOUTH GREENSBORO STREET CAPITAL IMPROVEMENT PROJECT ORDINANCE

WHEREAS the Town of Carrboro, and Orange County entered into a Development Agreement on December 4, 2017 related to design, permitting, and construction of a building and associated parking at 203 S. Greensboro Street and further amended that agreement on May 1, 2020 and on April 29, 2022; and,

WHEREAS, the following expenses were authorized on March 15, 2022 for each party until the completion of the project:

	Orange County	Town of Carrboro	Total
Design	\$ 1,252,236	\$ 1,004,859	\$ 2,257,095
Construction	\$ 19,202,063	\$ 15,490,004	\$ 34,692,067
FF&E & Contingency	\$ 1,764,583	\$ 2,461,095	\$ 4,225,678
Total	\$ 22,218,882	\$ 18,955,958	\$ 41,174,840

and,

WHEREAS, Orange County has awarded two grants to the Town of Carrboro under its FY 2021-22 and FY 2022-2023 Orange County Community Climate Action Grant Program in the amounts of \$40,567.50 and \$40,575.00 respectively for the installation of a solar photovoltaic (PV) array on the west roof of the 203 South Greensboro Street Project and an educational display inside the building; and,

WHEREAS, additional stormwater improvements have been identified adjacent to the 203 S. Greensboro St Project that are necessary for a resilient and functional site stormwater system for the project; and,

WHEREAS, the costs for these stormwater improvements amount to \$221,000 and can be performed by the project contractor with funding by the Town of Carrboro Stormwater Enterprise fund.

NOW, THEREFORE PURSUANT TO N.C.G.S 159-13.2, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO THAT THE 203 SOUTH GREENSBORO STREET CAPITAL IMPROVEMENT PROJECT ORDINANCE is amended as follows:

	Orange County	Town of Carrboro	Total
Design	\$ 1,252,236	\$ 1,004,859	\$ 2,257,095
Construction	\$ 19,202,063	\$ 15,711,004	\$ 34,913,067
FF&E & Contingency	\$ 1,764,583	\$ 2,542,238	\$ 4,306,821
Total	\$ 22,218,882	\$ 19,258,101	\$ 41,476,983

1. The Town Council authorizes the transfer of \$221,000 of Stormwater Enterprise funds to the Town of Carrboro Construction budget to fund Town stormwater improvements adjacent to the project.
2. The Town Council accepts the FY 2021-22 and FY 2022-23 Community Climate Action Grants from Orange County in the amount of \$81,143 for a solar photovoltaic array on the west roof and an educational display within the building of the project and authorizes the transfer of these funds to the Town of Carrboro FF&E budget.
3. The Town Manager is authorized to execute the required Grant Agreements and any other required documents with Orange County for the receipt and use of these funds.
4. Upon adoption, the Town Clerk shall file a copy of this ordinance with the Finance Director.
5. All other provisions of the Capital Project Ordinance shall continue in effect.
6. This Amended Project Ordinance shall become effective upon adoption.

The foregoing amended capital project ordinance having been submitted to a vote received the following vote and was duly adopted this 23rd day of May 2023.

Ayes: Noes:

Absent or Excused:



Agenda Item Abstract

File Number: 23-170

Agenda Date: 5/23/2023
In Control: Town Council
Version: 1

File Type: Agendas

Legislative Public Hearing on Land Use Ordinance Text Amendments to Modify the M-3 Zoning District at South Green

PURPOSE: The purpose of this agenda item is for the Town Council to consider amending the Land Use Ordinance to allow certain multi-family residential uses into the M-3 zoning district with a special use permit, subject to certain criteria. The request is associated with a petition to amend the M-3-CZ district at South Green. A draft ordinance has been prepared. The Council must receive public comments before taking action on the draft ordinance.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon, Planning Administrator, 918-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Patricia McGuire, Planning Director, 918-918-7327, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>; Nick Herman, Town Attorney, 919-929-3905, herman@broughlawfirm.com <<mailto:herman@broughlawfirm.com>>

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Other

Legislative public hearings are a required step for text amendments in accordance with North Carolina state statutes and Town regulations. The Council is required to adopt a statement of consistency as part of its decision.

INFORMATION: In October 2022, Mark Moshier of Legacy Real Property Group submitted an application for a text amendment to allow certain multi-family residential uses in the M-3 (Special Light Manufacturing) zoning district. The request was submitted as part of a petition to amend the M-3-CZ district at South Green to allow for the development of a residential component to the project, considered as part of a separate agenda item. The applicant has also submitted text amendment requests to replace the open space and recreational facility requirements associated with residential uses with downtown livability areas and urban amenities, and to increase the maximum height for residential buildings from three to four stories.

The M-3 district was established in 2015 as part of an application for a rezoning to redevelop the former Rogers-Triem site into the South Green commercial development. Based on the M-1 (Light Manufacturing) district, the new M-3 district was designed to allow some additional higher return land uses in exchange for site improvements and/or building elements that would provide essential public infrastructure and create a more vibrant and successful community. The draft ordinance prepared to add new residential uses to the district (*Attachment B*) follows the same sliding scale approach. (Additional information relating to the 2015 text amendment may be found here:

[<https://carrboro.legistar.com/MeetingDetail.aspx?ID=388577&GUID=32878F10-D803-4716-BABE-2C963F3422DC&Options=&Search=>](https://carrboro.legistar.com/MeetingDetail.aspx?ID=388577&GUID=32878F10-D803-4716-BABE-2C963F3422DC&Options=&Search=>))

The Town Council must receive public comments before adopting amendments to the Land Use Ordinance.

The draft ordinance was referred to Orange County and presented to advisory boards at the May 4, 2023 joint advisory board review meeting, and discussed again at the Economic Sustainability Commission (ESC) meeting on May 10th, and the Affordable Housing Advisory Commission (AHAC) meeting on May 17th. Comments are provided (*Attachment D*).

FISCAL IMPACT: Public hearings involve staff and public notice costs associated with advisory board and Town Council review. The applicant has paid the Town fee associated with processing a text amendment to the Land Use Ordinance.

RECOMMENDATION: Staff recommends that the Town Council consider the resolution finding consistency (*Attachment A*), and the draft ordinance (*Attachment B*).

A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE TOWN COUNCIL’S REASONS FOR ADOPTING AN AMENDMENT TO THE TEXT OF THE CARRBORO LAND USE ORDINANCE (N.C. Gen. Stat. 160A-383)

WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: A LAND USE ORDINANCE TEXT AMENDMENT TO MODIFY USES, BUILDING HEIGHT, AND OPEN SPACE STANDARDS RELATED TO THE M-3 SPECIAL LIGHT MANUFACTURING DISTRICT.

NOW, THEREFORE, the Town Council of the Town of Carrboro Resolves:

Section 1. The Council has reviewed the draft amendment to the text of the Land Use Ordinance and concludes that the proposed amendment is:

_____ *Consistent* with the Town of Carrboro 2022-2042 Comprehensive Plan, *Carrboro Connects*, particularly strategies relating to:

- Affordable Housing – adding multifamily residential uses to the special manufacturing district creates opportunities for diverse housing for rent or purchase the possibility of live/work or work within the neighborhood. (2.1, 3.3, 4.4)
- Economic Development – allowing the M-3 special light manufacturing district to become mixed-use, with commercial and residential uses, which can strengthen business districts and commercial areas in Carrboro’s neighborhoods. (2.2)
- Land Use – creating opportunities to add density along priority corridors, and increasing the amount of land available for commercial and mixed-use development. (4.1, 5.1)

_____ *Inconsistent* with current adopted plans. The proposed action is *inconsistent* with the comprehensive plan for the following reason(s):

_____ *Inconsistent* with the current adopted plans; however, because of the following changed circumstance(s), the Council’s approval shall also be deemed an amendment to the existing adopted plan, _____, as described below.

Changed circumstance(s):

Amendment to current adopted plan:

Section 2. The Town Council's action is reasonable and in the public interest for the following reason(s):

The proposed text amendment is reasonable and consistent with the public interest because of the relationship between the additional uses and the site and building elements deemed to satisfy the standard.

Section 3. Therefore, the Carrboro Town Council has: approved / denied the proposed amendment to the text of the Carrboro Land Use Ordinance.

Section 4. This resolution becomes effective upon adoption.

Adopted by the Carrboro Town Council this 23rd day of May 2023.

AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO MODIFY
USES, BUILDING HEIGHT, AND OPEN SPACE STANDARDS RELATED TO THE M-3
SPECIAL LIGHT MANUFACTURING DISTRICT

DRAFT 04-20-23

THE TOWN COUNCIL OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Subsection 15-141.4 (n) of the Carrboro Land Use Ordinance is amended to read as follows:

(n) For property that is zoned M-3-CZ, pursuant to subsection 15-141.4(c)(2) the following provisions shall apply.

- (1) If the Town Council concludes that a proposed development of property zoned M-3- CZ will contain site and building elements that will create a more vibrant and successful community and provide essential public infrastructure, the Council may approve a special use permit-A that allows up to a specified maximum percentage of the gross floor area and/or a maximum residential density of the development to be devoted to any combination of uses 1.310, 1.321, 1.322, 1.331, 1.332, 8.100, 8.200, 8.500, 8.600, and 8.700. The specified maximum percentage of the gross floor area of the development that may be devoted to such uses shall be proportional to the extent to which the development provides site and building elements that exceed the basic requirements of this ordinance. Such site and building elements are intended to be selected from the following five areas: stormwater management and water conservation; substantial transportation improvement and alternative transportation enhancement; on-site energy production and energy conservation; creation of new and innovative light manufacturing operations; and the provision of public art and/or provision of outdoor amenities for public use.
- (2) The following relationships between site and building elements and uses are hereby deemed to satisfy the standard set forth in subdivision (1) of this subsection: (i) up to fifteen percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of uses, 8.100, 8.200, 8.500, 8.600, and 8.700 if the development includes at least fifteen percent of the examples of performance measures from the five areas of site and building element categories set forth below; (ii) up to thirty percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of 8.100, 8.200, 8.500, 8.600, and 8.700 and/or a residential density equivalent to that provided in the R-3 zoning district for any combination of 1.310, 1.321, 1.322, 1.331, 1.332, uses if the development includes at least thirty percent of the examples of performance measures from the five areas of site and building element categories set forth below; and (iii) up to forty percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of may be devoted to any combination of 8.100, 8.200, 8.500, 8.600, and 8.700 and/or a residential density equivalent to that provided in the R-2 zoning district for any combination of 1.310, 1.321, 1.322, 1.331, 1.332, if the development includes at least forty percent of the examples of performance measures from the five areas of site and building element categories set forth below. In addition, the Council may allow up to forty percent of a development approved pursuant to

this section to be devoted to any combination of the foregoing may be devoted to any combination of 8.100, 8.200, 8.500, 8.600, and 8.700 and/or a residential density equivalent to that provided in the R-3 zoning district for any combination of 1.310, 1.321, 1.322, 1.331, 1.332, uses if it concludes that the development will be making a substantial enough investment in one or more of the performance measures listed below to satisfy the standard set forth in subdivision (1) of this subsection.

Section 2. Article IX is amended by modifying subsection 15-141.4(n)(3) to read as follows:

- (3) In approving a special use permit-A for a development of infill property zoned M-3-CZ, the Council may allow deviations from the otherwise applicable standards relating to public streets, open space and recreational facilities, and building height as follows:
 - a. The Council may approve a curb and gutter street having a right-of way of not less than 50 feet, travel lanes of not less than 11 feet, divided by a raised concrete median, with a two foot planting strip and a five foot sidewalk if the development provides a separate ten-foot wide paved bike path or shared-use path that constitutes a satisfactory alternative to a bike lane with the street right-of-way and if the applicant can demonstrate that the proposed road will provide the functional equivalent to the required street classification standard for all modes of travel from the point of origin to the terminus at the property boundaries.
 - b. The Council may approve a street lighting system consisting of LED lights on 15 foot poles if satisfactory arrangements are made to ensure that all costs associated with the installation, operation, and maintenance of such poles and lights are borne by the developer or the developer's successor, and not the Town.
 - c. The Council may approve a street tree planting plan that provides for the installation of fewer 6" caliper trees rather than the planting of more numerous 2" caliper trees required by Section 15-316.
 - d. The Council may approve downtown livability areas and urban amenities as provided in Article XIII, Section 15-204 to satisfy recreational facilities and open space requirements applicable to a development that includes residential uses.
 - e. The Council may approve a maximum building height of four (4) stories for buildings in the residential portions of an M-3 CZ district.

Section 3. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 4. This ordinance shall become effective upon adoption.

TOWN OF CARRBORO



LAND USE ORDINANCE AMENDMENT REQUEST

"Dear Potential Business Operator:

Please be advised that it may be necessary to meet with several members of Town staff as well as outside agencies to identify and fully understand all rules, regulations, and policies applicable to your business. Please refer to the 'Checklist for Opening a Business in Carrboro.'

To the Town Council, the Planning Board, and the Appearance Commission, as appropriate, of the Town of Carrboro:

I (we), the undersigned do hereby respectfully make application and petition the Carrboro Town Council to amend the Land Use Ordinance. In support of this application, the following facts are shown:

1) The Land Use Ordinance, at present, would allow (description/quote, page and number of section in question):

Per Land Use Ordinance Article X, page TPU-1 Use Group 1.000 Residential is not allowed in the M-1-CZ zoning district. Therefore, in accordance with LUO Section 15-141.4(c)(2), Use Group 1.000 Residential is not allowed in the M-3-CZ zoning district, as the uses allowed in M-3-CZ are the same as those allowed in M-1-CZ, except that use 3.230 is allowed in M-3-CZ in addition.

2) The proposed amendment to the Land Use Ordinance would allow (describe briefly intended change):

Proposed amendment would add the following residential uses as allowable uses in the M-1-CZ zoning district, and therefore also in the M-3-CZ district:

- 1.310 Multi-Family Conversion
- 1.321 Multi-Family Townhomes, Max 20% Units > 3 bedrooms/du
- 1.322 Multi-Family Townhomes, no bedroom limit
- 1.331 Multi-Family Apartments, Max 20% Units > 3 bedrooms/du
- 1.332 Multi-Family Apartments, no bedroom limit
- 1.350 Triplex

3) State the reasons for the proposed amendment:

This amendment is proposed in order to add greater flexibility, thus promoting mixed-use and live/work/play. COVID-19 heavily impacted the retail and food service industries and including these residential uses as options in this zoning district will help ensure the Town remains vibrant and that the high demand for well-designed housing can be met.

SIGNATURE:



applicant

Mark E. Moshier, Legacy Real Property Group

 {print}

ADDRESS:

100 Timberhill Place, Suite 129

 Chapel Hill, NC 27514

TELEPHONE NUMBER:

(919) 932-2600

TOWN OF CARRBORO



LAND USE ORDINANCE AMENDMENT REQUEST

"Dear Potential Business Operator:

Please be advised that it may be necessary to meet with several members of Town staff as well as outside agencies to identify and fully understand all rules, regulations, and policies applicable to your business. Please refer to the 'Checklist for Opening a Business in Carrboro.'

To the Town Council, the Planning Board, and the Appearance Commission, as appropriate, of the Town of Carrboro:

I (we), the undersigned do hereby respectfully make application and petition the Carrboro Town Council to amend the Land Use Ordinance. In support of this application, the following facts are shown:

1) The Land Use Ordinance, at present, would allow (description/quote, page and number of section in question):

Per Land Use Ordinance Section 15-204(a), the Downtown Livability Area and Urban Amenities Provisions apply to areas zoned B-1(G), B1(c), B-2, or CT.

2) The proposed amendment to the Land Use Ordinance would allow (describe briefly intended change):

Proposed amendment would add the M-1 zoning district to the list of the zoning districts where the Downtown Livability Area and Urban Amenities Provisions apply.

3) State the reasons for the proposed amendment:

A separate proposal has been submitted to allow limited residential development in the M1 zoning district and this request would go hand-in-hand with that request. Properties in the M1 zoning district are typically developed to a higher degree of intensity and often do not contain enough open space to meet the standards of Sections 15-196 thru 15-198 should residential development be pursued on those properties. The Downtown Livability Area and Urban Amenities Provisions would allow residential projects in the M-1 district to create unique and enjoyable outdoor spaces within the limited room that is available for open space and recreational amenities.

SIGNATURE:  Mark E. Moshier, Legacy Real Property Group
applicant {print}

ADDRESS: 100 Timberhill Place, Suite 129
Chapel Hill, NC 27514

TELEPHONE NUMBER: (919) 932-2600

TOWN OF CARRBORO



LAND USE ORDINANCE AMENDMENT REQUEST

"Dear Potential Business Operator:

Please be advised that it may be necessary to meet with several members of Town staff as well as outside agencies to identify and fully understand all rules, regulations, and policies applicable to your business. Please refer to the 'Checklist for Opening a Business in Carrboro.'

To the Town Council, the Planning Board, and the Appearance Commission, as appropriate, of the Town of Carrboro:

I (we), the undersigned do hereby respectfully make application and petition the Carrboro Town Council to amend the Land Use Ordinance. In support of this application, the following facts are shown:

- 1) The Land Use Ordinance, at present, would allow (description/quote, page and number of section in question):**

Per Land Use Ordinance Section 15-185(a)(2), the maximum building height in the M-1 zoning district is three stories.

- 2) The proposed amendment to the Land Use Ordinance would allow (describe briefly intended change):**

Proposed amendment would increase the maximum building height in the M-1 zoning district to four stories.

- 3) State the reasons for the proposed amendment:**

Major construction cost increases and reduced land availability have made it significantly more difficult to complete quality development projects. Increasing the maximum building height slightly will allow for increased density, which will help reduce costs and provide some additional flexibility.

SIGNATURE:



 applicant

Mark E. Moshier, Legacy Real Property Group

 {print}

ADDRESS:

100 Timberhill Place, Suite 129

 Chapel Hill, NC 27514

TELEPHONE NUMBER:

(919) 932-2600



PLANNING *and* INSPECTIONS

Cy Stober, AICP, Director | cstober@orangecountync.gov | 131 W. Margaret Lane, Hillsborough, NC 27278 | 919.245.2575

TRANSMITTAL DELIVERED VIA EMAIL

April 27, 2023

Christina Moon, AICP
Planning Administrator
Town of Carrboro
301 W. Main St.
Carrboro, NC 27510

SUBJECT: Joint Planning Review of Proposed Ordinance Amendments

Dear Tina:

Thank you for the opportunity to review the following Land Use Ordinance amendments received by us on April 24, 2023 and proposed for town public hearing on May 23, 2023:

- *An Ordinance Amending the Carrboro Land Use Ordinance to Modify Uses, Building Height, and Open Space Standards Related to the M-3 Special Light Manufacturing Districts.*

We have reviewed the amendments and find no inconsistency with the adopted *Joint Planning Area Land Use Plan*.

If you have any questions or need additional information, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Perdita Holtz". The signature is written in a cursive, flowing style.

Perdita Holtz, AICP
Deputy Director, Long-Range Planning and Administration



TOWN OF CARRBORO

PLANNING BOARD

301 West Main Street, Carrboro, North Carolina 27510

 R E C O M M E N D A T I O N

THURSDAY, MAY 4, 2023

Land Use Ordinance Text Amendment to Modify Uses, Building Height, and Open Space Standards Related to the M-3 Special Light Manufacturing District

Motion was made by Fray and seconded by Rachel Gaylord-Miles that the Planning Board recommends that the Town Council approve the draft ordinance.

VOTE:

AYES: (8) Gaylord-Miles, Fray, Sinclair, Mangum, Poulton, Clinton, Kirkpatrick, Scales, Foushee

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2) Amina, Peretin

Associated Findings

By a unanimous show of hands, the Planning Board membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by Sinclair and seconded by Mangum that the Planning Board of the Town of Carrboro finds the proposed text amendment is consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly strategies relating to:

- Affordable Housing – adding multifamily residential uses to the special manufacturing district creates opportunities for diverse housing for rent or purchase the possibility of live/work or work within the neighborhood. (2.1, 3.3, 4.4)
- Economic Development – allowing the M-3 special light manufacturing district to become mixed-use, with commercial and residential uses, which can strengthen business districts and commercial areas in Carrboro's neighborhoods. (2.2)
- Land Use – creating opportunities to add density along priority corridors, and increasing the amount of land available for commercial and mixed-use development. (4.1, 5.1)

Furthermore, the Planning Board of the Town of Carrboro finds the proposed text amendment, is reasonable and in the public interest because of the relationship between the additional uses and the site and building elements deemed to satisfy the standard.

VOTE:

AYES: (8) Gaylord-Miles, Fray, Sinclair, Mangum, Poulton, Clinton, Kirkpatrick, Scales, Foushee

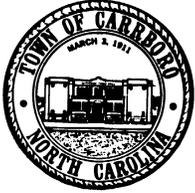
NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2) Amina, Peretin

Cathy Ry
 (Chair)
 Vice Chair

5/8/2023
 (Date)



TOWN OF CARRBORO

Affordable Housing Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

WEDNESDAY, MAY 17, 2023

Land Use Ordinance Text Amendment to Modify Uses, Building Height, and Open Space Standards Related to the M-3 Special Light Manufacturing District

Motion was made by Lindsay Griffin and seconded by Heather Nash that the Affordable Housing Advisory Commission recommends that the Town Council approve the draft ordinance.

VOTE:

AYES: (3-Lindsay Griffin, Heather Nash, Betty Curry)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2- Amy Singleton, Bobby Funk)

Associated Findings

By a unanimous show of hands, the Affordable Housing Advisory Commission membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by Lindsay Griffin and seconded by Heather Nash that the Affordable Housing Advisory Commission of the Town of Carrboro finds the proposed text amendment is consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly strategies relating to:

- Affordable Housing – adding multifamily residential uses to the special manufacturing district creates opportunities for diverse housing for rent or purchase the possibility of live/work or work within the neighborhood. (2.1, 3.3, 4.4)
- Economic Development – allowing the M-3 special light manufacturing district to become mixed-use, with commercial and residential uses, which can strengthen business districts and commercial areas in Carrboro’s neighborhoods. (2.2)
- Land Use – creating opportunities to add density along priority corridors, and increasing the amount of land available for commercial and mixed-use development. (4.1, 5.1)

Furthermore, the Affordable Housing Advisory Commission of the Town of Carrboro finds the proposed text amendment, is reasonable and in the public interest because of the relationship between the additional uses and the site and building elements deemed to satisfy the standard.

VOTE:

AYES: (3-Lindsay Griffin, Heather Nash, Betty Curry)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2- Amy Singleton, Bobby Funk)

(Chair)

(Date)

Racial Equity Pocket Questions – Request for Text Amendment to M-3-CZ District

What are the racial impacts?

This text amendment adds diverse residential uses and increases the height restriction in the M-3-CZ zoning district. The impacts to adding residential uses to the M-3-CZ zoning district provide for future developments to pursue a map amendment for a property or series of properties to allow for expanded mixed uses. The addition of diverse housing options to this zone attracts diverse residents, complement the M-3-CZ zoning district's intent to retain and promote local businesses, and offer opportunities for Carrboro residents to live closer to commercial resources, recreational amenities, and their workplaces. While dependent on project location, the addition of residential uses to the zoning-district could provide denser housing options close to downtown or in areas where BIPOC residents or low-income residents currently live. Pocket Questions for the M-3-CZ map amendment for 101, 110, and 120 Two Hills Drive discuss racial impacts pertinent to South Green.

Who is or will experience burden?

Because there are no other existing M-3-CZ zoning districts in town, potential burdens would be site- or project-dependent upon a future request for a map amendment. Pocket Questions for the M-3-CZ map amendment for 101, 110, and 120 Two Hills Drive discuss burdens pertinent to South Green.

Who is or will experience benefit?

Because there are no other existing M-3-CZ zoning districts in town (beyond South Green), most potential benefits would be site- or project-dependent upon a future map amendment request. One benefit that applies to this text amendment is the addition of diverse residential uses to the existing mixed-use district. While adding further density and diversity to areas close to downtown, this change also creates opportunities for residents to live closer to work. Provided that the residential uses are affordable (for which the Town's Land Use Ordinance has mechanisms to incentivize), this amendment creates this density and these opportunities for low-income residents, and residents who are service workers or shift workers. Pocket Questions for the M-3-CZ map amendment for 101, 110, and 120 Two Hills Drive discuss benefits pertinent to South Green.

What are the root causes of inequity?

Root causes of inequity can be related to governmental actions like land use planning that overlooks the interests of historically Black communities/communities. On a national scale, the status quo investment in single family zoning has contributed to disparities in wealth, resource accessibility, and quality of living along racial lines. While the Town does not have single family zoning districts and has offered mixed use zoning and diverse housing options for over sixty years, larger structural racism in government decision-making has still alienated residents of color and other members of marginalized communities from public participation. If areas of town pursue map amendments to this district, a public hearing will be necessary and thus barriers to public participation will be important to continue identifying and eliminating.

What might be the unintended consequences of this action or strategy?

One unintended consequence of approving the amendment to the Land Use Ordinance is that the Town cannot guarantee the affordability of the allowed residential units. Thus, developers and property owners who pursue map amendments to this zone in the future may not build affordable housing, which can have economic impacts along racial lines, contribute to gentrification, and negate some of the potential benefits discussed above.



Agenda Item Abstract

File Number: 23-166

Agenda Date: 5/23/2023
In Control: Town Council
Version: 1

File Type: Agendas

Legislative Public Hearing on Proposed Zoning Map Amendment to the M-3-CZ District at South Green (100, 101, 110, and 120 Two Hills Drive)

PURPOSE: The Town has received a petition to amend the M-3-CZ (Special Light Manufacturing, Conditional) zoning district at South Green to allow for the development of a mixed-use building to include approximately 57 multi-family residential units instead of a commercial building approved. An ordinance for the requested map amendment has been prepared; the Town Council must receive public input before reaching a decision on this request.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon, Planning Administrator - 919-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Patricia McGuire, Planning Director - 919-918-7327, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>; Nick Herman, Town Attorney, 919-929-3905, herman@broughlawfirm.com <<mailto:herman@broughlawfirm.com>>

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Other

The Town Council is required to hold a legislative public hearing for the consideration of a zoning map amendment. The Council is required to adopt a statement of consistency as part of its decision.

INFORMATION:

Background

In 2022, Mark Moshier of Legacy Real Property Group reached out to the Town to explore options for replacing the approved commercial building for lot 2 of the South Green project with a mixed-use component including multi-family residential. Residential uses are not currently permitted in the M-3-CZ district. In order to add residential uses to the development, the following steps are needed: a text amendment to add the new use classification to list of uses permitted in the M-3 district; a zoning map amendment, to include residential as permissible use in the existing three-lot M-3-CZ district at South Green; and, if approved, a major modification to the existing special use permit-A. The modification to the SUP-A would involve a separate public hearing.

The applicants have submitted a petition to amend the existing three-parcel M-3-CZ district at South Green-100, 101,110, and 120 Two Hills Drive. Other applicant materials include a project narrative, an illustrative site plan as an exhibit for the map amendment, architectural building renderings for the proposed new buildings, and an updated trip generation analysis. Documentation from the neighborhood information meeting is also provided. (Applicant materials are provided as *Attachments E-1 through E-4*). The applicants have also

submitted three associated text amendments, which will be considered as part of a separate agenda item (Granicus 23-170).

A draft ordinance to amend the M-3-CZ district has been provided (*Attachment B*). The draft map amendment includes a list of draft conditions. It is anticipated that the conditions may be further modified during the public hearing process. The final list of conditions must be mutually agreed upon by the Town and the applicants. Of note, all of the conditions approved as part of the 2015 permit approval remain binding and will be incorporated into the draft ordinance for the map amendment. The Town Council must receive public comment before making a decision on a request map amendment. The proposed amendment was presented at the Joint Advisory Board meeting on May 4, 2023, and discussed again at the Economic Sustainability Commission (ESC) meeting on May 10th and the Affordable Housing Advisory Commission (AHAC) meeting on May 17th. Comments are attached (*Attachment G*).

FISCAL IMPACT: The petitioner has submitted materials and fees, as applicable, for reviewing and processing this request, including providing envelopes for the mailed notice for the rezoning. Staff time is necessary for public notice and agenda preparation for advisory board review and public hearings.

RECOMMENDATION: The Town Manager recommends that the Town Council receive public input and consider whether the proposed map amendment to M-3-CZ district at South Green is consistent with Town plans and policies as well as the advancement of the public health, safety and welfare. A resolution for consistency (*Attachment A*) and a draft ordinance for the map amendment (*Attachment B*) are provided.

A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE BOARD OF ALDERMEN’S REASONS FOR ADOPTING AN AMENDMENT TO THE MAP OF THE CARRBORO LAND USE ORDINANCE (N.C. Gen. Stat. 160A-383)

WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: AN ORDINANCE AMENDING THE M-3-CZ (SPECIAL LIGHT MANUFACTURING, CONDITIONAL) DISTRICT AT SOUTH GREEN, 100, 101, 110, AND 120 TWO HILLS DRIVE

NOW, THEREFORE, the Town Council of the Town of Carrboro Resolves:

Section 1. The Town Council has reviewed the draft amendment to the map of the Land Use Ordinance and concludes that the proposed amendment is:

_____ *Consistent* with current adopted plans, the Town of Carrboro 2022-2042 Comprehensive Plan, *Carrboro Connects*, strategies described below:

Affordable Housing

- The applicant has identified a commitment to provide some small homes that may contribute toward missing middle housing. Whether the residential units will for purchase or for rent has not yet been determined but it is anticipated that units will be available for purchase. Units will be designed to be energy efficient with a possibility of renewable energy such as solar panels. Homes will be in high transit area in close proximity to downtown, and suitable for walking and biking. Applicable strategy: 4.4.

Climate Action

- Inclusion of renewables, for residential units and inclusion of green building and site plan elements as part of original rezoning for South Green, including permeable pavement and other stormwater measures, strategy 3.1A.

Economic Development

- Strengthening business districts and commercial areas in Carrboro’s neighborhoods, strategy 2.2.

Transportation & Mobility

- Strategies to identify sidewalks along development and design/construct, such as project 2.2

Land Use

- Encourage higher density along priority corridors such as Greensboro Street, strategy 4.1

_____ *Inconsistent* with current adopted plans. The proposed action is *inconsistent* with the comprehensive plan for the following reason(s):

_____ *Inconsistent* with the current adopted plans; however, because of the following changed circumstance(s), the Board of Aldermen’s approval shall also be deemed an amendment to the existing adopted plan, _____, as described below.

Changed circumstance(s):

Amendment to current adopted plan:

Section 2. The Town Council’s action is reasonable and in the public interest for the following reason(s):

The above described amendment is reasonable and in the public interest because it uses a mechanism that allows rezonings to occur under very specific conditions so as to ensure compatibility with surrounding and proposed uses.

Section 3. Therefore, the Carrboro Town Council has: approved / denied the proposed amendment to the map of the Carrboro Land Use Ordinance.

Section 4. This resolution becomes effective upon adoption.

Adopted by the Carrboro Town Council this the 23rd day of May 2023.

AN ORDINANCE AMENDING THE M-3-CZ (SPECIAL LIGHT MANUFACTURING,
CONDITIONAL) DISTRICT AT SOUTH GREEN, 100, 101, 110, AND 120 TWO HILLS DRIVE

Draft 05-18-2023

THE TOWN COUNCIL OF THE TOWN OF CARRBORO ORDAINS:

SECTION 1. The Official Zoning Map of the Town of Carrboro is hereby amended as follows:

That property being described on Orange County Tax Maps by parcel identification numbers shown below shall be rezoned as noted and subject to the following conditions:

Lot	Address	PIN	District	Size
1	101 Two Hills Drive	9778-83-7930	M3-CZ	1.25
2	120 Two Hills Drive	9778-93-1738	M3-CZ	2.99
3	100 & 110 Two Hills Drive	9778-83-7669	M3-CZ	0.97

1. The Concept Plan labeled “Map Amendment Exhibit for the M-3, Conditional District – South Green Lofts,” dated May 19, 2023 is approved and incorporated herein to indicate all potential land uses, the location of buildings and parking areas, vehicular and bicycle-pedestrian access points, circulation patterns, stream buffers and stormwater management features, areas of preserved trees and other landscaped areas. Other features and issues remain to be decided at the time a modification to the special use permit-A is requested for the development. Those features and issues include, but are not necessarily limited to, the location of EV charging stations, final number and location of bicycle parking spaces, the location and type of urban amenities, and all other elements necessary to determine compliance with the Land Use Ordinance.
2. The map amendment and subsequent special use permit-A shall comply with all of the conditions agreed upon as part of the special use permit-A adopted on June 9, 2015. This includes the green building and site components identified and agreed upon as part of the sliding scale for inclusion of use classification 8.000 (restaurants, bars and nightclubs), and associated maintenance.
3. The residential density of the project shall be capped at a maximum of 63 dwelling units of a combination of use classifications 1.310 (Multi-Family Conversion), 1.321 (multi-family townhomes, max 20% units > 3 bedrooms), 1.322 (multi-family townhomes, no bedroom limits), 1.331 (multi-family apartments, max 20% units > 3 bedrooms), 1.332 (multi-family apartments, no bedroom limit).
4. The Housing & Community Services staff recommends that the map amendment follow the affordable housing expectation in the Land Use Ordinance and is content upon allocating 15% of the total number of units for affordable housing, or upon providing and payment in lieu of affordable units. If the project does not include 15% affordable units, the applicant shall participate in an affordable housing meeting with the Town Council.

- 5. The Town Council hereby finds, that ___ parking spaces are sufficient to serve this development based on the evidence provided by the applicant relating to the parking calculations from the original permit and the parking calculations provided by the applicant for the map amendment to add residential uses, proximity of the site to transit, and bicycle and pedestrian facilities.

SECTION 2. All provisions of any Town ordinance in conflict with this ordinance are repealed.

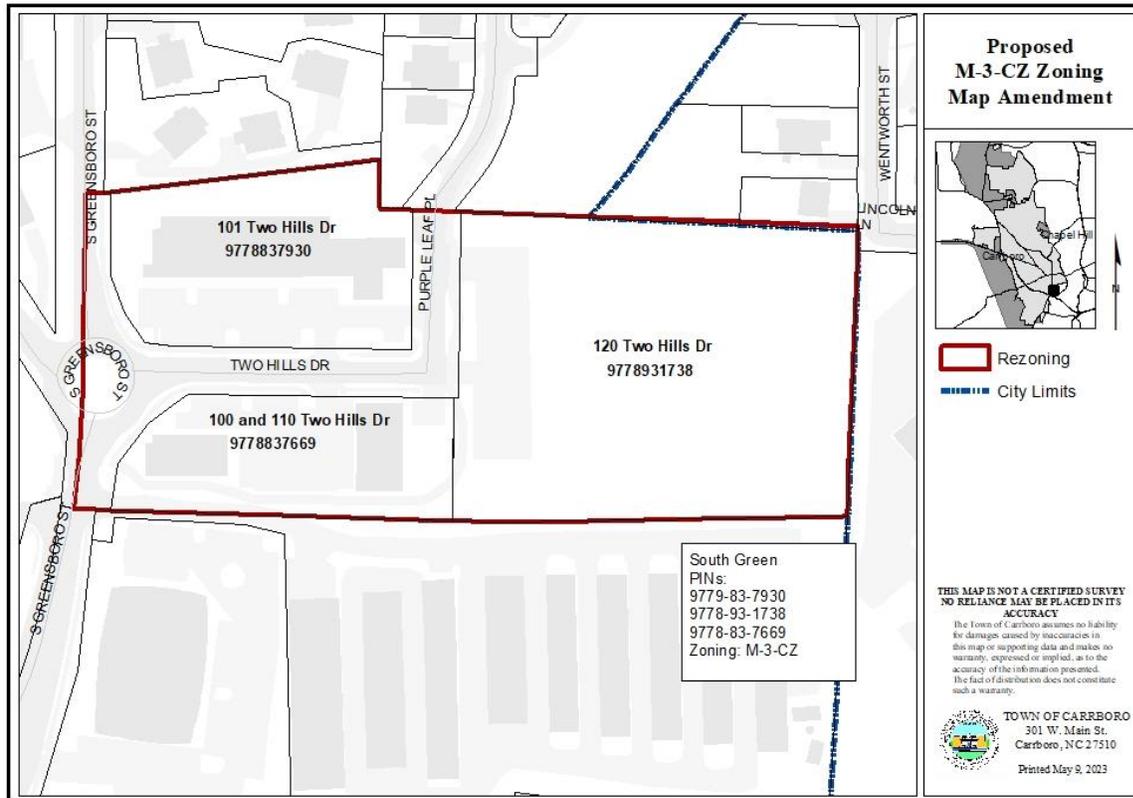
SECTION 3. This ordinance shall become effective upon adoption.

The foregoing ordinance having been submitted to a vote received the following vote and was duly adopted this ____ day of _____ 2023:

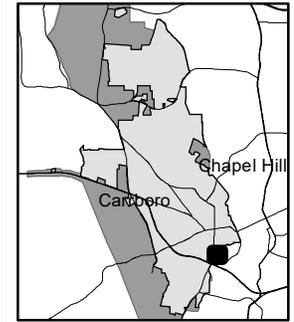
AYES:

NOTES:

ABSENT OR EXCUSED:



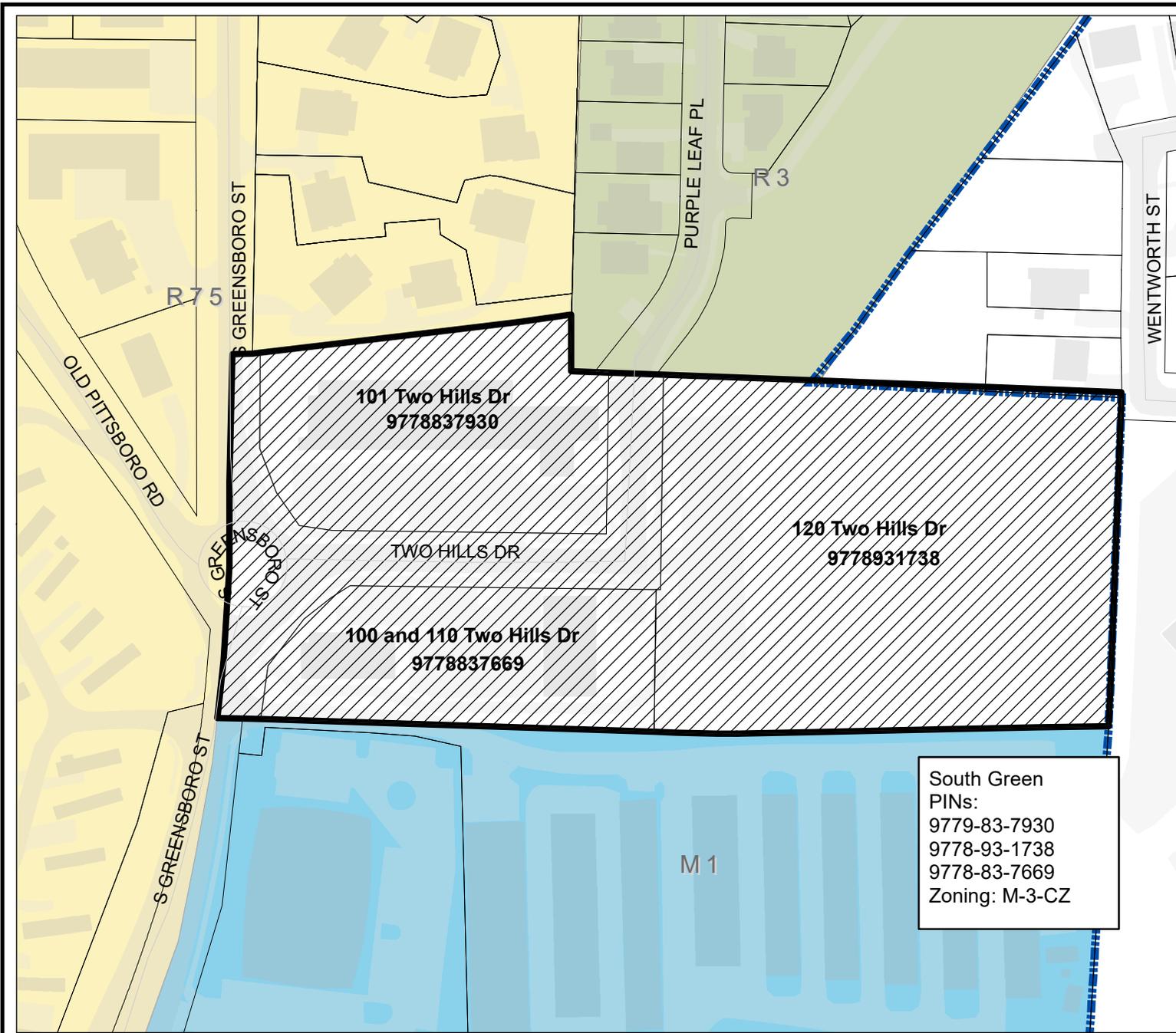
Proposed M-3-CZ Zoning Map Amendment



M-3-CZ



City Limits



South Green
PINs:
9779-83-7930
9778-93-1738
9778-83-7669
Zoning: M-3-CZ

**THIS MAP IS NOT A CERTIFIED SURVEY
NO RELIANCE MAY BE PLACED IN ITS
ACCURACY**

The Town of Carrboro assumes no liability for damages caused by inaccuracies in this map or supporting data and makes no warranty, expressed or implied, as to the accuracy of the information presented. The fact of distribution does not constitute such a warranty.



TOWN OF CARRBORO
301 W. Main St.
Carrboro, NC 27510

Printed May 17, 2023

STAFF REPORT SUMMARY

Proposed Map Amendment to the M-3-CZ District at 100, 101, 110, and 120 Two Hills Drive and Associated Text Amendments



Woodhill NC LLC, owner of the South Green development, has submitted a petition to modify the M-3-CZ (Special Light Manufacturing, Conditional) zoning district at South Green in order to replace the commercial building that was approved for the back lot with a mixed-use building including 57-63 residential units. Residential uses are not currently permitted in the M-3-CZ district. In order to add residential uses to the development, the following steps are needed: a text amendment to add the new use classification to list of uses permitted in the M-3 district; a zoning map amendment to include residential as a permissible use in the existing three-lot M-3-CZ district at South Green; and, if approved, a major modification to the existing special use permit-A. The modification to the SUP-A would involve a separate public hearing. The owners are also seeking text amendments to replace the open space and recreational facility requirements associated with residential uses with urban amenities, and to increase the maximum height for residential buildings from three to four stories. All of the other conditions associated with the original 2015 development would remain in place.

Before making a decision on a map or text amendment the Town Council must hold a public hearing. The consideration of an amendment is a legislative decision; the Town Council is free to engage in conversations with the applicants and members of the public about the proposal.

Town Council must adopt a statement as to whether the proposed amendment is consistent or inconsistent with the Carrboro 2022-2042 Comprehensive Plan, and whether it advances the public health, safety or welfare.

Public hearings on the proposed map and text amendments have been set for Tuesday, May 23, 2023 in the Town Hall Board Room, beginning at 7:00 PM or as soon thereafter as it can be heard. The Town Council will consider the text amendments first, followed by the map amendment. If both are approved, the applicant would follow with an application for the special use permit modification.



TOWN OF CARRBORO

NORTH CAROLINA

TRANSMITTAL

PLANNING DEPARTMENT

DELIVERED VIA: HAND MAIL FAX EMAIL

To: Richard White, Town Manager
Mayor and Town Council

From: Tina Moon, Planning Administrator

Date: May 18, 2023

Subject: Request for Map Amendment to M-3-CZ District 100, 101, 110, and 120 Two Hills Drive (South Green) and Associated Text Amendments

SUMMARY

Mark Moshier of Legacy Real Property Group and Woodhill NC LLC, owner of South Green, have submitted amendment requests to modify the existing M-3-CZ (Special Light Manufacturing, Conditional) district to allow certain multi-family residential uses in the South Green development. A text amendment is needed to add residential uses to the M-3 District, and a map amendment is needed to add the residential uses as a permissible use in the existing three-lot M-3-CZ district at South Green. The Town Council has set two separate public hearings to consider these requests, one for the text amendment and the other for the map amendment. Approval of the text amendment to add residential uses to the district is a necessary step to advance the map amendment. Should the Town Council approve the text and map amendments, the applicants would follow with an application for a major modification to the special use permit-A. The special use permit modification would involve a separate public hearing.

PROJECT BACKGROUND

In 2015, Woodhill NC LLC, received a conditional use rezoning to rezone three parcels at 501 South Greensboro Street for the purpose of developing a commercial complex including a combination of retail, office and restaurant uses. The project involved the adoption of a text amendment to create a new zoning district, M-3-CU (special light manufacturing) which was based on the existing M-1 (light manufacturing) district with the addition of freestanding ATMs and certain restaurant uses. The inclusion of restaurants was linked to applicant providing a certain percentage of green building/site features within the project based on a sliding scale. (For additional information on the 2015 proposal please see the April 28, 2015 public hearing materials on the text amendment and rezoning at the following link: <https://carrboro.legistar.com/MeetingDetail.aspx?ID=388577&GUID=32878F10-D803-4716-BABE-2C963F3422DC&Options=&Search=>) The subsequent adoption of N.C.G.S. Chapter 160D automatically converted the conditional use district to a conditional district (M-3-CZ).

The change from a conditional use district to a conditional district affects the process for considering amendments.

In 2022, Mark Moshier of Legacy Real Property Group reached out to the Town to explore options for including a mixed-use component for Lot 2 instead of the commercial building approved as part of the original project. Residential uses are not currently permitted in the M-3-CZ district. In order to add residential uses to the project, three steps are needed: a text amendment to add the new use to the M-3 district; a map amendment to add residential as a permissible use in the existing three-lot M-3-CZ district at South Green; and a modification to the existing special use permit-A. (The adoption of 160D also converted adopted conditional use permits to special use permits so the applicant would be seeking a major modification to the existing special use permit-A.)

The Town has received a petition to amend the three-lot M-3-CZ district at South Green (100, 101, 110, and 120 Two Hills Drive (*Attachments E-1 through E-4*)). The applicants have also submitted requests for three text amendments: the first to add certain multi-family uses to the M-3-CZ district at South Green, the second to replace the open space and recreational facilities requirements associated with residential uses with downtown livability areas and amenities, and the third to increase the maximum building height for residential uses in the M-3-CZ district from three stories to four stories to accommodate the proposed buildings for the multi-family units. (For additional information about the text amendment requests please see agenda item 23-270.)

A draft zoning map amendment has been prepared, that includes a list of draft conditions; it is anticipated that the conditions may be further modified during the public hearing process (*Attachment B*). The final list of conditions must be mutually agreed upon by the Town and the applicants. Of note, all of the conditions approved as part of the 2015 permit approval remain binding and will be incorporated into the final ordinance for the map amendment.

The applicants held a neighborhood information meeting on the proposal on May 20, 2022, and presented a concept plan to advisory boards on June 2, 2022. The formal application for the text amendment and the petition for change of zoning for the map amendment were presented to the joint advisory board on May 4, 2023, and discussed again at the Economic Sustainability Commission (ESC) meeting on May 10th and the Affordable Housing Advisory Commission (AHAC) meeting on May 17th. A summary of the NIM is included in the applicant materials. Advisory board comments are also provided (*Attachment G*). Staff has received inquiries from three members of the public on the proposed amendments. Of those, comments relating to the requested change to the recreation facilities were also conveyed to the Council. Questions regarding the process for participating in a public hearing were handled by the Town Clerk. Inquiries about the existing development were discussed in a meeting with the applicant and staff.

PROJECT DESCRIPTION

The proposed development involves the construction of three, four-story multi-family residential buildings on the undeveloped lot located in the eastern portion of the site, along with an area of downtown livability amenities designed to serve the residents. It is anticipated that the buildings will contain 63 units, approximately 6 units would be intended to serve commercial units, but would be constructed such that they could be converted to residential uses, for a maximum density of 63 dwelling units. Most units would be one-or two bedrooms; approximately 12 units would be just under 1300 square feet in size and approximately 36 units would be less than 1100 square feet in size. These dimensions are in line with the description of small homes in the Section 15-188 of the LUO.

The overall street network for the South Green site remains the same, however, the specific circulation pattern changes for Lot 2, most notably the two entrance points have been reduced to one. The northern entrance point has been modified for bike/ped travel, and the pedestrian network is extended around the new building complex, providing access to the outdoor amenities.

The proposal increases the total number of parking spaces from 180 to 184, but continues the shared parking plan of the original plan and includes a number of EV charging stations and infrastructure for future EV charging stations. The request for a parking reduction, if applicable, will be considered as part of the subsequent special use permit process.

MAP AMENDMENT OVERVIEW

The process for amending the official Carrboro Zoning Map is described in Article XX of the Land Use Ordinance (LUO). The request would be considered a minor map amendment, in that it involves fewer than five parcels and less than fifty acres. The petition form includes four key questions for the applicant to answer: A) how is the proposed zoning map amendment consistent with Town plans and policies, B) in what way is the subject property particularly suited for the potential uses of the new district, C) how will the proposed map amendment affect the value of nearby buildings, and D) in what way does the amendment encourage the most appropriate use of the land?

More specific information relating to conditional zoning is discussed in Article IX, Section 15-141.4, of the LUO. As part of the application to rezone property to a conditional district or to amend an existing conditional district (Section 15-141.4(d)) the applicant must submit a list of proposed conditions which may be in the form of written statements, graphic illustrations, or any combinations thereof, to be incorporated into the ordinance that amends the zoning district for the property.

PETITIONERS/OWNERS

The petitioner for the requested map amendment is Gary Hill, of Woodhill NC, LLC, PO Box 4022, Chapel Hill, North Carolina.

Mark Moshier with of Legacy Real Property Group, has applied for the text amendments.

DESCRIPTION OF THE AREA

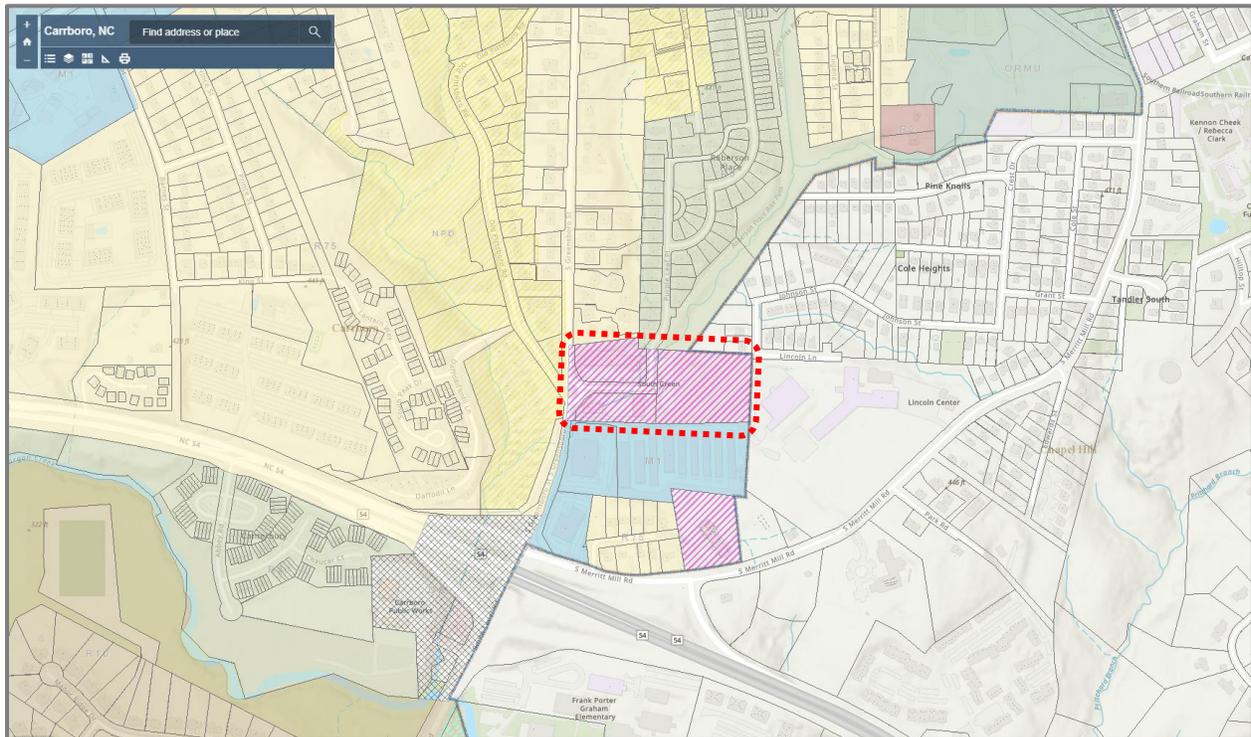
Known as the South Green development, the subject property is located at the base of South Greensboro Street, along the east quadrant of the South Greensboro Street roundabout, between the south end the intersection with Old Pittsboro Road and the intersection with Merritt Mill Road. Two of the three lots at South Green are developed. Lot 2, located in the eastern portion of the site remains undeveloped, and is the anticipated site for the residential uses.

Lot #	Address	PIN	Zoning	Acres
Lot 1	101 Two Hills Dr.	9778-83-7930	M-3-CZ	1.25
Lot 2	120 Two Hills Dr.	9778-93-1738	M-3-CZ	2.99
Lot 3	100 & 110 Two Hills Dr.	9778-83-7669	M-3-CZ	0.97

ADJACENT ZONING & LAND USES

The subject property is located south of the Roberson Place residential subdivision and Park Slope, a series of exempt subdivisions. Other surrounding land uses include residential uses to the north along South Greensboro Street, zoned R-7.5 (Residential, 7500 sq. ft. per dwelling unit), and office

uses directly adjacent to the south and a storage facility nearby, zoned M-1 (Light Manufacturing). The Maple Avenue neighborhood and Old Pittsboro neighborhood are neighborhood preservation districts. There is a mobile home park on the west side of the roundabout, also R-7.5. The Perry Place residential development facing Merritt Mill Road is zoned R-2-CZ (Residential, 2000 sq. ft. per dwelling unit, conditional). The boundary line with the Town of Chapel Hill is located just to the east, which includes additional residential uses and the Lincoln Center administrative complex for the Chapel Hill-Carrboro School System.



Vicinity map showing the subject property, outlined in red within the surrounding neighborhood. The Chapel Hill-Carrboro jurisdiction boundary is shown with the gray line.

COMPARISON OF ZONES

Zoning provides a planning mechanism that allows certain land uses to occur in defined areas or districts. The Table of Permissible Uses, found in Article X, Section 15-146, of the LUO, lists the land uses that are allowed in each zoning district along with permitting requirements (i.e. special use permit-A, special use permit-B, zoning permit). The Table of Permissible Uses can be found online at <http://www.townofcarrboro.org/DocumentCenter/View/691/Article-X-Permissible-Uses-PDF-with-table>

Article IX of the LUO describes the different zoning districts for Carrboro's planning jurisdiction, including four manufacturing districts: M-1, M-2, M-3 and WM-3. Watershed Light Industrial (WM-3), was established for existing manufacturing uses in the University Lake Watershed; the district cannot be expanded, nor can any new WM-3 areas be designated. The descriptions for the other three districts are provided below.

M-1 LIGHT MANUFACTURING. This zone is designed to accommodate a limited range of industrial activities and a wide range of commercial uses including wholesaling, storage, mail-order, auto related, and office and retail in conjunction with industrial or wholesaling uses. Permitted industrial uses include enterprises engaged in manufacturing, processing, creating, repairing, renovating,

painting, cleaning and assembly where all operations are contained inside a fully enclosed building. The performance standards for the M-1 zone located in Part I of Article XI are more restrictive than those in the M-2 district.

M-2 GENERAL MANUFACTURING. This district is designed to accommodate the widest range of industrial uses. Business operations may be conducted within and outside a fully enclosed building. The performance standards for this zone are less restrictive than those in the M-1 district.

M-3 SPECIAL LIGHT MANUFACTURING. The M-3 district includes the same wide range of commercial and industrial uses the M-1 with the addition of freestanding ATMs. Some restaurant uses may also be permitted if the proposed development contains site and building elements that will create a more vibrant and successful community and provide essential public infrastructure. The M-3 district was established in 2015 as part of the application for the South Green development. There is currently only one M-3 district in Carrboro, the M-3-CZ district encompassing the three parcels at South Green.

ANALYSIS

The conditional zoning mechanism allows for the approval of a site specific development plan and conditions tailored to the individual project. The conditions, including the site plan, become binding to the conditional district and subsequent permit. For the South Green development, the overall layout was determined as part of the 2015 approval. The general location and size of buildings, internal circulation pattern, stormwater management features, on-site parking spaces, etc., were shown on original site plan, and unless specifically modified as part of the illustrative site plan for the map amendment, remain binding to the district.

The applicants are seeking to add certain multi-family residential uses to the M-3 conditional district. The provisions set out in the draft text amendment, if adopted, would allow residential uses (1.310, 1.321, 1.322, 1.331, 1.332) proportional to the inclusion of certain green building and site features that provide essential public benefit; this is the same sliding scale framework that was established for the inclusion of restaurant uses in 2015 (8.100, 8.200, 8.500, 8.600, and 8.700). The Town Council would have discretion to determine if the development contains sufficient green building and site features to grant these additional uses as part of the consideration of a special use permit-A.

The proposed mixed-use component for the project will be located on Lot 2, in the eastern portion of the site. It is anticipated that the site will include 57 multi-family units; a proposed condition would limit the maximum number of dwelling units to 63. Conditions for conditional zonings are linked to the rezoning, must be mutually accepted by the Town and the applicant, and will be binding. The proposed list of conditions, included in the draft map amendment ordinance may be further refined during the public hearing process. The subsequent permit application will require a greater level of detail than the map amendment exhibit, but the overall design must remain consistent with the illustrative site plan approved as part of the rezoning.

Consistency with Adopted Plans/Policies

The Carrboro 2022-2042 Comprehensive Plan, *Carrboro Connects*, provides goals, strategies, and projects that are expected to guide the Town's growth and development. In the Petition for Change of Zoning the petitioners have provided responses to support their assertion that the proposed zoning map amendment is consistent with the Town's adopted plans and policies. Staff has identified the following sections of the Comprehensive Plan that appear to be relevant to the request.

Carrboro Connects

Affordable Housing

- The applicant has identified a commitment to provide some small homes that may contribute toward missing middle housing. Whether the residential units will for purchase or for rent has not yet been determined, but it is anticipated that units will be available for purchase. Units will be designed to be energy efficient with a possibility of renewable energy such as solar panels. Homes will be in high transit area in close proximity to downtown, and suitable for walking and biking. Applicable strategy: 4.4.

Climate Action

- Inclusion of renewables, for residential units and inclusion of green building and site plan elements as part of original rezoning for South Green, including permeable pavement and other stormwater measures, strategy 3.1A.

Economic Development

- Strengthening business districts and commercial areas in Carrboro's neighborhoods, strategy 2.2.

Transportation & Mobility

- Strategies to identify sidewalks along development and design/construct, such as project 2.2

Land Use

- Encourage higher density along priority corridors such as Greensboro Street, strategy 4.1

CONSIDERATIONS/SUMMARY COMMENTS

- Adopted policies support the establishment of conditional districts.
- The conditional district process (legislative action for a map amendment) is expected to mitigate the associated impacts of the additional density requested as part of this development.
- Town policies acknowledge an interest and need for increased residential density along priority corridors, with diverse housing options.
- Approximately 75-percent of the residential units meet the Town's definition of small homes described in Section 15-188: approximately 12 units are shown as less than 1350 sq. ft. in size and approximately 36 units less than 1100 sq. ft. in size. Final dimensions to be determined as part of the special use permit-A/construction plan process.
- The site's location provides connections to surrounding neighborhoods within reasonable distances for walking, biking and access to transit.
- The applicant identified policy provisions appear to be consistent with the request.

ACTION REQUESTED

Staff requests that the Town Council receive public comment and consider the request to amend M-3-CZ zoning district for South Green at 100, 101, 110, and 120 Two Hills Drive.

RELEVANT ORDINANCE PROVISIONS

The LUO describes the steps for the Council when adopting or rejecting any zoning map or text amendment, as noted in the excerpt below from Section 15-324.

The Council shall adopt a statement describing whether the action is consistent or inconsistent with an adopted comprehensive plan.

If the amendment is adopted and the action was deemed inconsistent with the adopted plan, the zoning amendment shall have the effect of also amending any future land use map in the approved plan, and no additional request or application for a plan amendment shall be required.

A plan amendment and zoning amendment may be considered concurrently.

When adopting or rejecting any petition for a zoning map amendment the Council shall adopt a statement explaining the reasonableness of the proposed rezoning. The statement of reasonableness may consider, among other factors: (i) the size, physical conditions, and other attributes of any area proposed to be rezoned; (ii) the benefits and detriments to the landowners, the neighbors, and the surrounding community; (iii) the relationship between the current actual and permissible development and the development permissible under the proposed amendment, (iv) why the action taken is in the public interest; and (v) any changed conditions warranting the amendment.

Section 15-325 of the LUO specifies that when considering an amendment, the central issue before the Town Council is “whether the proposed amendment advances the public health, safety or welfare.” The Council is obligated to disregard advantages or disadvantages to the individual requesting the change and must consider the impact of the proposed change on the public at large.

Please also note the expanded conflict of interest provisions adopted as part of 160D, which extends the conflict of interest to include familial, business, or other associational relationships.

Relevant excerpts from the Land Use Ordinance, articles IX and XX are provided in Attachment H.



Ballentine

Associates, PA

Integrity. Service. Results.

South Green

Text Amendment & LUO Rezoning Narrative

19 May 2023

The South Green/Triem property was rezoned to M-3-CU in June 2015 concurrently with the approval of a Conditional Use Permit. In 2019, the zoning district was automatically converted to M-3-CZ in accordance with changes made to NC law through approval of GS 160D. When the South Green project was going through the original approval process, the inclusion of residential uses was considered, but the developer ultimately decided not to pursue those uses, as the vision for South Green was to establish more of a retail and dining destination.

As we all witnessed, COVID-19 had huge negative impacts on the retail and restaurant industries. Although it has been challenging, the development of South Green Lots 1 and 3 has been completed. However, the owner has not been able to find a suitable tenant or buyer for Lot 2, which lies on the eastern end of the property. As a result, this lot has been sitting vacant for several years.

Legacy Real Property Group, a local developer specializing in quality residential & mixed-use development, has gone under contract for Lot 2 and desires to construct a mixed-use project on the site featuring small commercial spaces on the ground floor with residential units above. For this plan to be approved, the Carrboro Land Use Ordinance must be amended to allow residential uses in the M-3-CZ zoning district. Since development in the M-3-CZ zoning district is governed by the regulations applicable to the M-1 zoning district, a text amendment application has been submitted to request that the following use groups be added to the M-1 zoning district.

- 1.321 Multi-Family Townhomes, Max 20% Units > 3 bedrooms/du
- 1.322 Multi-Family Townhomes, no bedroom limit
- 1.331 Multi-Family Apartments, Max 20% Units > 3 bedrooms/du
- 1.332 Multi-Family Apartments, no bedroom limit

A second text amendment application has been submitted to request that Land Use Ordinance Section 15-185(a)(2) be revised to increase the maximum height in the M-1 zoning district from three stories to four stories.

A third text amendment application has been submitted to request that Land Use Ordinance Section 15-204(a) be revised to add the M-1 zoning district to the list of the zoning districts where the Downtown Livability Area and Urban Amenities Provisions apply.

A rezoning will also be required to modify the South Green Conditional Zoning approval to include the revised site plan. A revised illustrative site plan reflecting the proposed new layout and uses on Lot 2 has been submitted with this rezoning request.

No changes are proposed to South Green Lots 1 and 3 as part of these requests.

The applicant believes the proposed development of Lot 2 as shown on the revised illustrative plan will be in harmony with the surrounding area. The Project proposes to include a community garden area, dog park, and outdoor amenities to promote community gathering and activities. The Project will be enhanced with plentiful native plants and sustainable green construction practices and opportunities. The multi-modal path will link to other pathways and adjacent transit connections. The Project will provide quality workforce housing opportunities on a site that has excellent connectivity to surrounding areas and downtown Carrboro.

Commercial Space

South Green Lofts provides an opportunity for local businesses to purchase and occupy their own space. This commercial space will front the main commercial area of South Green and is well suited to provide a live/work opportunity.

Housing

In response to abundant community discussion, South Green Lofts proposes to provide the Carrboro community with 100% workforce and affordable home ownership opportunities. By implementing a strategic design approach, the typical residential unit in the Project is smaller than an average market unit but will also remain more affordable. Although AMI and interest rates will vary (which always define and drive what someone can afford), the pricing of South Green Lofts will inherently stay lower than market, due to size compared to comparable units in the market. Using currently available data; 56% of the South Green Loft units would be affordable to an individual or family making 80% of AMI. As proposed, 90% of the South Green units would be affordable to someone making 100% of AMI or less, and 100% of the units fall into (or less than) the category of “workforce housing” (80%-120% of AMI).

Parking

The Carrboro Town Council (Board of Aldermen at the time) approved a parking reduction for South Green as part of the original 2015 CUP approval, based on a detailed justification prepared by the original developer in accordance with Section 15-292 of the Carrboro Land Use Ordinance. The parking reduction justification demonstrated that the presumptive parking standards of LUO Section 15-291 do not adequately account for the effects of shared parking and the reduction of parking demand that exists when transit and pedestrian facilities are available within and around the project site and that they would result in far too much parking being constructed.

The calculations provided by the original South Green developer with the approved parking reduction request show that a total of 261 parking spaces would have been required using the presumptive standards of Section 15-291, and based on the adjustments recommended in the justification, the Council approved a total of 180 spaces. The approved plan shows

that a total of 85 of these 180 spaces were allocated to Lot 2 and the remaining 95 spaces were allocated to Lots 1 and 3, which are both currently fully developed.

As shown on the Site Data Table on the Illustrative Plan accompanying this rezoning and text amendment request, the presumptive standards of Section 15-291 would require 133 parking spaces for the proposed Lot 2 development. Given the proximity of the site to transit and pedestrian facilities and because the uses within Lot 2 (residential and retail) can successfully share parking, we will be requesting in a future SUP-A application that the Town Council approve the use of parking ratios allowed in the downtown zoning districts, as shown in Part II of the table in Section 15-291(g) of the Land Use Ordinance, along with the joint use reductions allowed in these same zoning districts per LUO Section 15-297. Using these provisions, the following calculations show that 77 spaces are required on Lot 2. 89 spaces are currently proposed on Lot 2, which we believe will be adequate.

Residential	TOTAL	1 BR / 1 BA	2 BR / 2 BA
Total number of units	57	28	29
Bedrooms / unit		1.00	2.00
Total number of Bedrooms	86	28	58
Parking spaces / Bedroom		1.00	1.00
Req'd Parking Spaces - Residential	86	28	58
<i>After shared reduction taken</i>	1.4	61	

Commercial	Total
Retail (Use 2.000/2.120)	
Gross Floor Area	2650
GFA for each parking space	300
Req'd parking spaces - total	8.83
<i>After shared reduction taken</i>	1.2
Office (Use 3.000)	
Gross Floor Area	2650
GFA for each parking space	400
Req'd parking spaces - total	6.63
<i>After shared reduction taken</i>	1.4
Common Space	
TOTAL PARKING SPACES REQ'D.	73

Proposed Zoning Conditions

1. Except for the prohibition of residential uses, all conditions that were included in the June 2015 approval of the M-3-CU zoning district shall remain in effect.
2. Residential uses shall be limited to:
 - 1.321 Multi-Family Townhomes, Max 20% Units > 3 bedrooms/du
 - 1.322 Multi-Family Townhomes, no bedroom limit
 - 1.331 Multi-Family Apartments, Max 20% Units > 3 bedrooms/du
 - 1.332 Multi-Family Apartments, no bedroom limit

TOWN OF CARRBORO

PETITION FOR CHANGE OF ZONING



PETITIONER: Woodhill NC LLC

DATE: 28 Mar 2023

The Petitioner named above respectfully requests the Town Council of the Town of Carrboro to rezone the below-described property from M-3-CZ to M-3-CZ zoning classification. The Petitioner furthermore submits the following information in support of this petition.

1. PETITIONER'S NAME Woodhill NC LLC, Attn: Gary Hill

ADDRESS: PO Box 4022 Chapel Hill, NC 27515

TELEPHONE #:(919)913-1116

2. INTEREST IN PROPERTY(IES):
Owner

3. BROAD DESCRIPTION OF PROPERTY AREAS SOUGHT TO BE REZONED BY REFERENCE TO ADJOINING STREETS : Lots 1-3 of South Green (Triem), east of S. Greensboro St. and bisected by Two Hills Dr.

4. DESCRIPTION OF INDIVIDUAL LOTS SOUGHT TO BE REZONED:

a. OWNER: Woodhill NC LLC

TAX MAP: _____ BLOCK: _____ LOT: 1 ACREAGE: 1.25 PARCEL: PIN 9778837930

SUBDIVISION NAME: South Green/Triem FRONTAGE: 600' DEPTH : 182'

EXISTING STRUCTURES AND USES:

(1) bldg, 17,908 sf retail use

b. OWNER: Woodhill NC LLC

TAX MAP: _____ BLOCK: _____ LOT: 2 ACREAGE: 2.99 PARCEL: PIN 9778931738

SUBDIVISION NAME: South Green/Triem FRONTAGE: 198' DEPTH : 414'

**CARRBORO DEVELOPMENT GUIDE
APPENDIX A**

EXISTING STRUCTURES AND USES:

vacant

c. OWNER: Woodhill NC LLC_____

TAX MAP: _____ BLOCK: _____ LOT: 3 ACREAGE: 0.97 PARCEL: PIN 9778837669

SUBDIVISION NAME: South Green/Triem FRONTAGE: 438' DEPTH: 126'

EXISTING STRUCTURES AND USES:

(2) bldgs, 7,867 sf total, retail use

d. OWNER: _____

TAX MAP: _____ BLOCK: _____ LOT: _____ ACREAGE: _____ PARCEL: _____

SUBDIVISION NAME: _____ FRONTAGE: _____ DEPTH: _____

EXISTING STRUCTURES AND USES:

5. NAMES AND ADDRESSES OF ALL PERSONS WHOSE PROPERTY OR ANY PART THEREOF IS WITHIN 1000 FEET IN ANY DIRECTION OF THE PROPERTY SOUGHT TO BE REZONED.

NAME	ADDRESS
see attached	

6. HAS THIS PROPERTY BEEN THE SUBJECT OF A ZONING CHANGE SINCE 1979? YES X NO ___
IF "YES", WHEN? 9 June 2015

7. PLEASE SET OUT AND EXPLAIN THOSE CIRCUMSTANCES PERTINENT TO THE PROPERTY AND THE MANNER IT RELATES TO THE TOWN THAT DEMONSTRATE THAT THE PROPOSED ZONING DISTRICT CLASSIFICATION IS CONSISTENT WITH THE TOWN'S COMPREHENSIVE PLAN. MORE SPECIFICALLY:

(a) How do the potential uses in the new district classification relate to the existing character of the area?

The proposed rezoning would add limited residential uses to the list of allowable uses in M-3-CZ. Residential uses are the prominent use in the area, so the proposed uses will relate well to the existing character of the area.

**CARRBORO DEVELOPMENT GUIDE
APPENDIX A**

The residential uses proposed to be added to the zoning district include the following:

- 1.310 Multi-Family Conversion
- 1.321 Multi-Family Townhomes, Max 20% Units > 3 bedrooms/du
- 1.322 Multi-Family Townhomes, no bedroom limit
- 1.331 Multi-Family Apartments, Max 20% Units > 3 bedrooms/du
- 1.332 Multi-Family Apartments, no bedroom limit
- 1.350 Triplex

(b) In what way is the property proposed for rezoning peculiarly/particularly suited for the potential uses of the new district?

The proposed rezoning would add the limited residential uses above to the list of allowable uses in M-3-CZ. Being part of the South Green development and being close to downtown, the property is very well-suited for residential uses due to its excellent connectivity to retail opportunities and employment centers. Rezoning to allow residential uses in within South Green is in the public interest, as there is a shortage of quality housing and in particular, housing that is affordable to lower income families who are part of the Carrboro community.

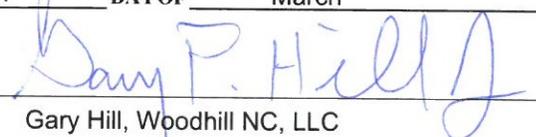
(c) How will the proposed rezoning affect the value of nearby buildings?

The proposed rezoning is necessary to ensure timely development of this currently vacant and underutilized property and development of the property with quality residential opportunities can only enhance the value of nearby properties. In addition enhancing the value of nearby property, we believe the proposed rezoning advances public health, safety, and welfare, as it will allow the thoughtful development of this property to move forward, which once completed will eliminate an undeveloped piece of property in Town that could become an attractive nuisance if left vacant for an extended period of time.

(d) In what way does the rezoning encourage the most appropriate use of the land in the planning jurisdiction?

The rezoning encourages greater live/work/play opportunities by adding a much-needed residential component to the South Green development, making it a true mixed-use development. Mixed-use developments situated near transit facilities and downtown areas help to promote greater pedestrian and bicycle transportation and transit use, each of which help to reduce greenhouse gases. Prior to COVID-19, market conditions were more conducive to commercial/retail development and these uses would have been most appropriate at the the time. Changed conditions, however, have made residential uses the most appropriate uses for the remainder of the property.

WHEREFORE, THE PETITIONER REQUESTS THAT THE OFFICIAL ZONING MAP BE AMENDED AS SET OUT ABOVE. THIS IS THE 28th DAY OF March, 2023.

PETITIONER'S SIGNATURE: 
Gary Hill, Woodhill NC, LLC

PLEASE NOTE:

For all the persons identified under "5", please attach addressed envelopes with the correct postage. Oversight of this requirement could delay processing your rezoning request.

MAP AMENDMENT EXHIBITS FOR THE M-3, CONDITIONAL DISTRICT - SOUTH GREEN LOFTS



VICINITY MAP - NOT TO SCALE

USES CURRENTLY ALLOWED IN M-3-CZ ZONING DISTRICT

- 2.110 Sales and Rental / No Outside Storage / High-Volume
- 2.120 Sales and Rental / No Outside Storage / Low-Volume
- 2.130 Wholesale Sales / No Outside Storage
- 2.210 Sales and Rental / With Outside Display / High-Volume
- 2.220 Sales and Rental / With Outside Display / Low-Volume
- 2.230 Wholesale Sales / With Outside Display
- 3.110 Office Serving Clients On Premises
- 3.120 Office Attracting Little or No Client Traffic
- 3.130 Medical Offices < 10,000 sq. ft.
- 3.150 Copy Centers / Printing Operations
- 3.220 Office Attracting Little or No Client Traffic (Operations Inside or Out)
- 3.230 Wholesale Sales / With Outside Display
- 3.250 ATM Freestanding
- 4.100 Manufacturing Within Fully Enclosed Building
- 5.120 Trade or Vocational School
- 5.130 Colleges
- 5.200 Churches, Synagogues, Temples, etc.
- 5.400 Social Clubs, Lodges, Union Halls, and Similar Uses
- 6.110 Indoor Recreation Facilities
- 6.121 Movie Theaters with < 301 capacity
- 6.140 Community Center (Public / Non-Profit)
- 8.100 Restaurants, Bars, Night Clubs Inside Service
- 8.200 Restaurants, Bars, Night Clubs Outside Service
- 8.500 Restaurants, Carry Out Service
- 8.600 Restaurants, Food Delivery
- 8.700 Mobile Prepared Food Vendors
- 12.100 Animal Services, Veterinarian
- 13.100 Police Stations
- 15.100 Post Office
- 16.200 Dry Cleaners/Laundromat without Drive-thru
- 19.200 Horticultural Sales with Outdoor Display
- 27.000 Combination Uses

USES PROPOSED IN M-3-CZ ZONING DISTRICT

- 1.310 Multi-Family Conversion
- 1.321 Multi-Family Townhomes, Max 20% Units > 3 bedrooms/du
- 1.322 Multi-Family Townhomes, no bedroom limit
- 1.331 Multi-Family Apartments, Max 20% Units > 3 bedrooms/du
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DRAWING INDEX:

- COVER PAGE
- ILLUSTRATIVE PLAN
- LEVEL 1 FLOOR PLAN
- LEVEL 2-3 FLOOR PLAN
- LEVEL 4 FLOOR PLAN
- ELEVATION

SITE DATA

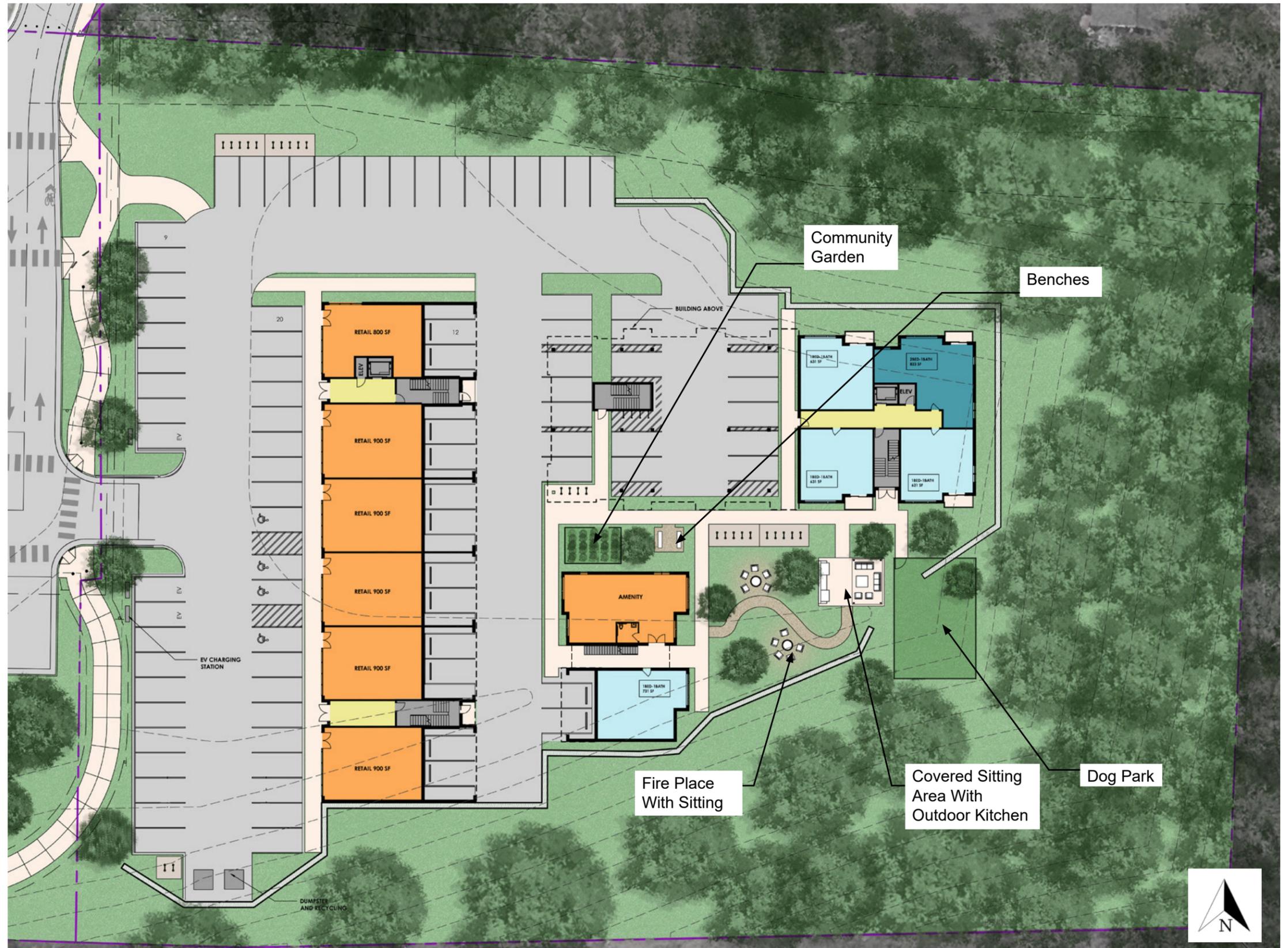
APPLICANT/PROPERTY OWNER:		WOODHILL NC, LLC PO BOX 4022 CHAPEL HILL, NC 27515	BUILDING SETBACKS IN M-3-CZ:					
LOT 2 DEVELOPER:		LEGACY REAL PROPERTY GROUP ATTN: MARK MOSHIER 100 TIMBERHILL PLACE, SUITE 129 CHAPEL HILL, NC 27514 PH. (919) 932-2600 MARK@LEGACY-NC.COM	BOUNDARY SETBACK		0'			
PROPERTY ADDRESS:		101 TWO HILLS DR., 120 TWO HILLS DR., 100 & 110 TWO HILLS DR. CARRBORO, NC 27510	ROAD CENTERLINE SETBACK		30'			
PIN NUMBERS:		9778-83-7930, 9778-93-1738, 9778-83-7669	VEHICULAR PARKING SUMMARY:					
DEED REFERENCES:		BK 6361 / PG 25	LOT 1 (AS APPROVED IN ORIGINAL SUP-A)					
LOT SIZES:			LOT 2 (PER DOWNTOWN PARKING STANDARDS & JOINT USE REDUCTIONS)					
LOT 1:	54,644 S.F. =	1.25 AC.	REQUIRED:					
LOT 2:	130,295 S.F. =	2.99 AC.	- RESIDENTIAL (USE 1.300): 1 SPA/BORM = 86 / 1.4 = 61 SPA					
LOT 3:	42,371 S.F. =	0.97 AC.	- COMMERCIAL: 2,650 SF X 1 SPA/300 SF GROSS FA = 8.83 / 1.2 = 7 SPA					
PUBLIC R/W (TWO HILLS DR + PURPLE LEAF PL)	22,408 S.F. =	0.51 AC.	- OFFICE: 2,650 SF X 1 SPA/400 SF GROSS FA = 6.63 / 1.4 = 5 SPA					
TOTAL:	249,718 S.F. =	5.73 AC.	TOTAL REQUIRED = 73 SPA					
EXISTING ZONING:		M-3-CZ	TOTAL SPA PROVIDED ON LOT 2:					
PROPOSED ZONING:		M-3-CZ	LOT 3 (AS APPROVED IN ORIGINAL SUP-A)					
LOTS 1 & 3 BUILDING SUMMARY (PER ORIGINAL SUP-A - NO CHANGE PROPOSED):			SOUTH GREEN TOTAL SPACES PROVIDED					
			89					
LOT	BUILDING	USE*	USE GROUP	FLOOR AREA (SF)*				
1	1	COMMERCIAL	2.110	11,677				
1	1	RESTAURANT	8.110	7,434				
3	3	COMMERCIAL	2.110	4,340				
3	4	COMMERCIAL	2.110	3,500				
TOTAL - LOTS 1 & 3				26,951				
LOT 2 PROPOSED BUILDING SUMMARY*:								
LOT	BUILDING	USE	USE GROUP	1 BR UNITS*	2 BR UNITS	TOTAL BEDS	TOTAL DWELLING UNITS	FLOOR AREA (SF)
2	2A	COMMERCIAL	TBD	6	6	6	6	5,300
2	2A	RESIDENTIAL	1.300	0	18	36	18	30,000
2	2B	RESIDENTIAL	1.300	27	7	41	34	31,400
2	2C	AMENITY	1.300	0	0	0	0	1,200
2	2C	RESIDENTIAL	1.300	1	4	9	5	6,600
TOTALS - LOT 2				34	29	92	63**	74,500
GRAND TOTAL FLOOR AREA - ALL OF SOUTH GREEN (SF)								101,451
RESTAURANT % OF TOTAL SOUTH GREEN FLOOR AREA								7.33%
RESIDENTIAL % OF TOTAL SOUTH GREEN FLOOR AREA								67.03%
** BUILDING 2A COMMERCIAL SPACE COULD BE CONVERTED TO UP TO 6 DWELLING UNITS RESULTING IN A MAXIMUM OF 63 TOTAL DWELLING UNITS								
RECREATION (LOT 2):								
POINTS REQUIRED:		(28) 1-BEDROOM UNITS @ 5.94 POINTS/UNIT = 166.32 PTS	(29) 1-BEDROOM UNITS @ 9.47 POINTS/UNIT = 274.63 PTS		TOTAL REC POINTS REQUIRED = 440.95 PTS			
POINTS PROVIDED:		1,200 SF CLUBHOUSE @ 0.508 POINTS/SF = 609.6 PTS						
DOWNTOWN LIVABILITY AREA CALCULATIONS (LOT 2):								
AREA OF PROPERTY TO BE DEVELOPED								= 64,500 SF
% OF PROPERTY TO BE DEVELOPED								0.495 %
SIZE OF DEVELOPMENT SITE PER LUO 150-204(i)								64,500 SF
SIZE OF DLA AT 10% OF DEVELOPMENT SITE								6,450 SF

MAY 19, 2023



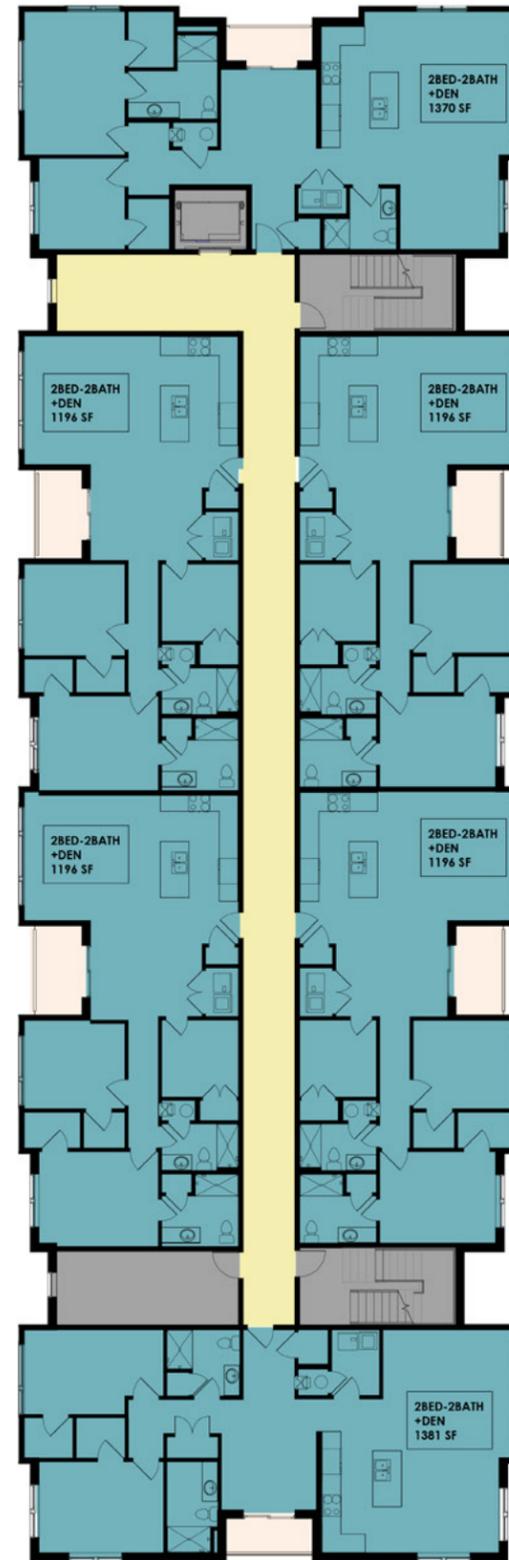
LEVEL 1

- 1 BED UNIT
- 2 BED UNIT
- RETAIL / AMENITY
- LOBBY/CORRIDOR
- STAIR/ ELEV/ BOH



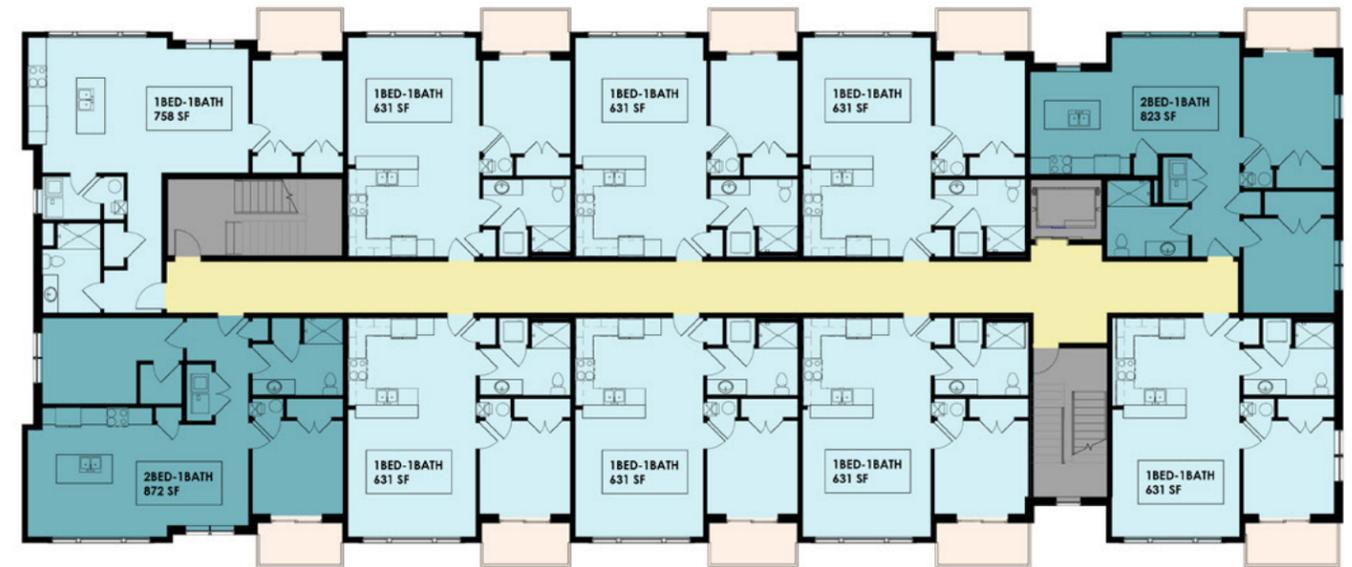
LEVEL 2-3

- 1 BED UNIT
- 2 BED UNIT
- RETAIL / AMENITY
- LOBBY/CORRIDOR
- STAIR/ ELEV/ BOH



LEVEL 4

- 1 BED UNIT
- 2 BED UNIT
- RETAIL / AMENITY
- LOBBY/CORRIDOR
- STAIR/ ELEV/ BOH



ELEVATION





Ballentine
Associates, PA

Integrity. Service. Results.

28 Mar 2023

Ms. Christina Moon
Planning Administrator
Town of Carrboro
301 W. Main Street
Carrboro, NC 27510

Subject: South Green Rezoning
Trip Generation Estimate

Dear Tina,

We have prepared a trip generation estimate as requested in comment #12 of your recent review of the rezoning application submitted for the referenced project. This estimate is intended to provide a basic comparison between the daily trip generation figures included in the August 13, 2014 letter from Davenport and the trips that we believe can be expected to be generated by the South Green development should the proposed rezoning be approved.

The attached calculations were performed using the 11th edition of the ITE Trip Generation Manual and are based on 1) the actual tenant mix that currently occupies South Green Lots 1 and 2, as provided by Woodhill NC LLC and 2) on the uses we have proposed on Lot 2. Please note that we have not reduced the estimated trips for bypass, but the results show that the current configuration of South Green will generate fewer unadjusted trips than the adjusted (lower) number of trips estimated by Davenport in their August 13, 2014 letter. The unadjusted estimated daily trips based on 27 Mar 2023 South Green Illustrative Plan are:

Existing Uses – Lots 1 & 3:	1,306 trips
<u>Proposed Uses – Lot 2:</u>	<u>678 trips</u>
Total	1,984 trips

Yours Very Truly,
BALLENTE ASSOCIATES, P.A.

George J. Retschle, PE
President



Attachments: Ballentine Associates' Trip Generation Calculations
August 13, 2014 Davenport Trip Generation Letter



221 Providence Road 919.929.0481
Chapel Hill, NC 27514 ballentineassociates.com

South Green - Trip Generation Estimate

Latest print date: 3/28/2023

Existing Uses on Lots 1 & 3*

Lessee	Size (SF)	Carrboro Use Group	ITE Land Use Code	Trip Rate	Average Weekday Trips
Dayna Kelly Law	1,219	3.110	710 - General Office	10.84/1000 sf GFA	
DuFour Law	1,531	3.110	710 - General Office	10.84/1000 sf GFA	
Kumon Learning Center	1,838	3.110	710 - General Office	10.84/1000 sf GFA	
Total 3.110	4,588				50
Noble Orthodontics	3,500	3.130	720 - Medical/Dental Office	36/1000 sf GFA	
Emerge Pediatric	4,340	3.130	720 - Medical/Dental Office	36/1000 sf GFA	
Total 3.130	7,840				282
Carrboro Yoga	1,777	6.110	492 - Health/Fitness Club	16.4/1000 sf GFA**	
Total 6.110	1,777				29
Flying Pierogi	1,040	8.100	932 - High-Turnover Restaurant	107.2/1000 sf GFA	
Craftboro Brewing Depot	2,340	8.100	932 - High-Turnover Restaurant	107.2/1000 sf GFA	
Coronato Pizza	2,277	8.100	932 - High-Turnover Restaurant	107.2/1000 sf GFA	
Oasis Cigar Lounge	1,777	8.100	932 - High-Turnover Restaurant	107.2/1000 sf GFA	
Total 8.100	7,434				797
Kindred Heart Vet	4,294	12.100	640 - Animal Hosp/Vet Clinic	21.5/1000 sf GFA	
Total 12.100	4,294				92
Deluxe Dry Cleaner	1,018	16.200	822 - Strip Retail < 40k	54.5/1000 sf GFA	
Total 16.200	1,018				55
Total Lot 1 & 3	26,951				1,306

* As provided by Woodhill NC LLC

** Based on 1.31/1,000 AM Peak Hour and assuming AM Peak Hour is 8% of ADT

General Office Building (710)

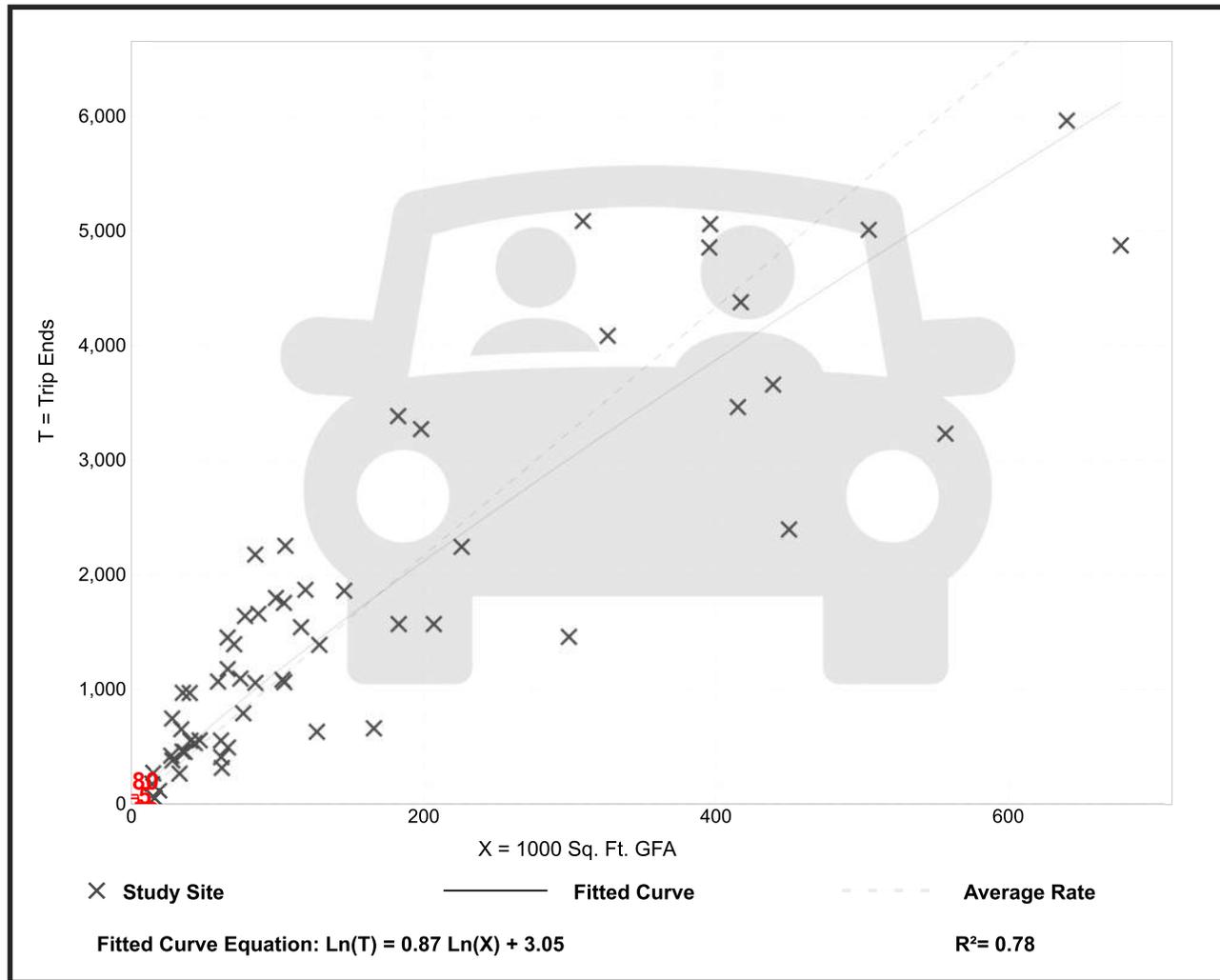
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 59
Avg. 1000 Sq. Ft. GFA: 163
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
10.84	3.27 - 27.56	4.76

Data Plot and Equation



Medical-Dental Office Building - Stand-Alone (720)

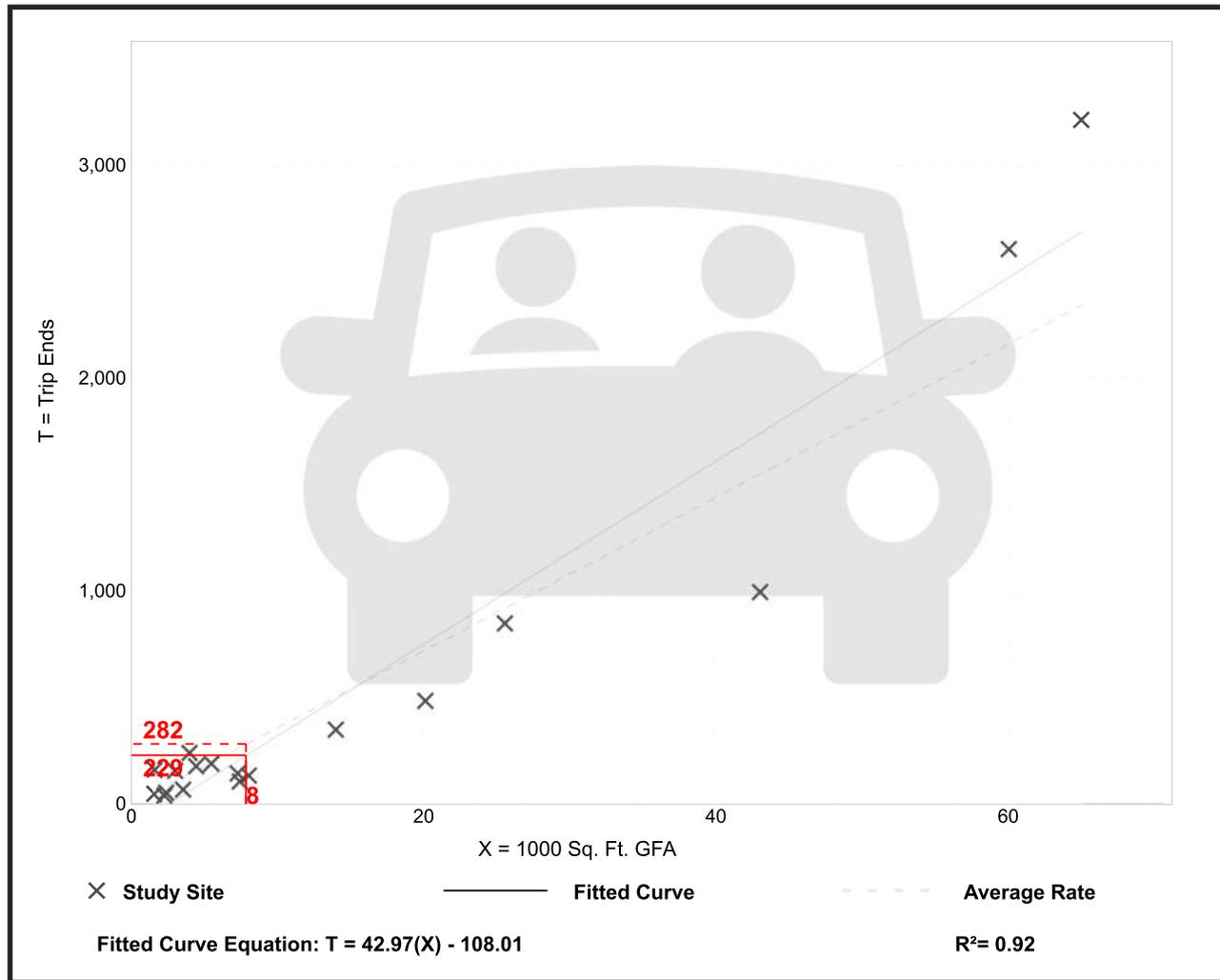
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 18
Avg. 1000 Sq. Ft. GFA: 15
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
36.00	14.52 - 100.75	13.38

Data Plot and Equation



High-Turnover (Sit-Down) Restaurant (932)

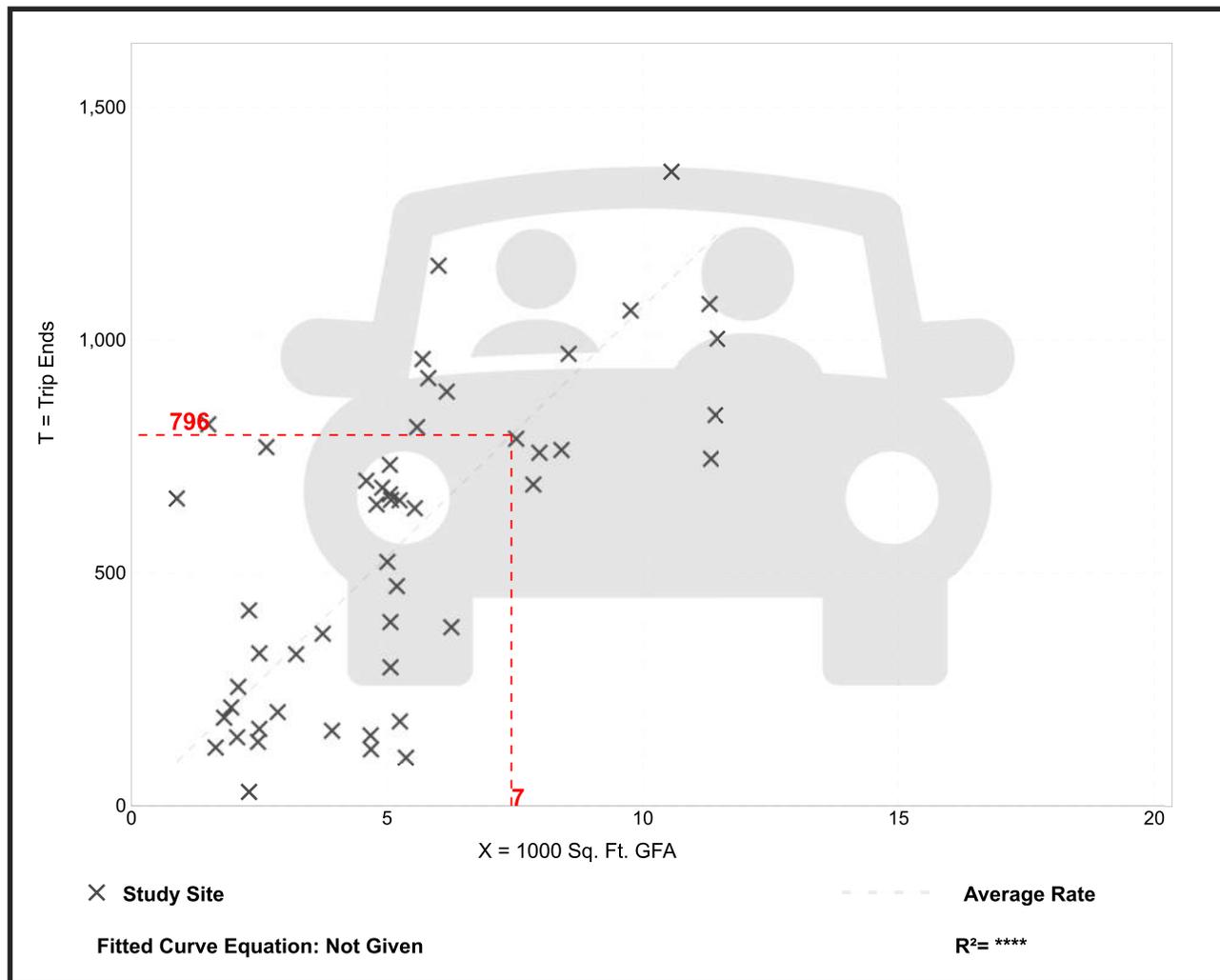
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 50
Avg. 1000 Sq. Ft. GFA: 5
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
107.20	13.04 - 742.41	66.72

Data Plot and Equation



Animal Hospital/Veterinary Clinic (640)

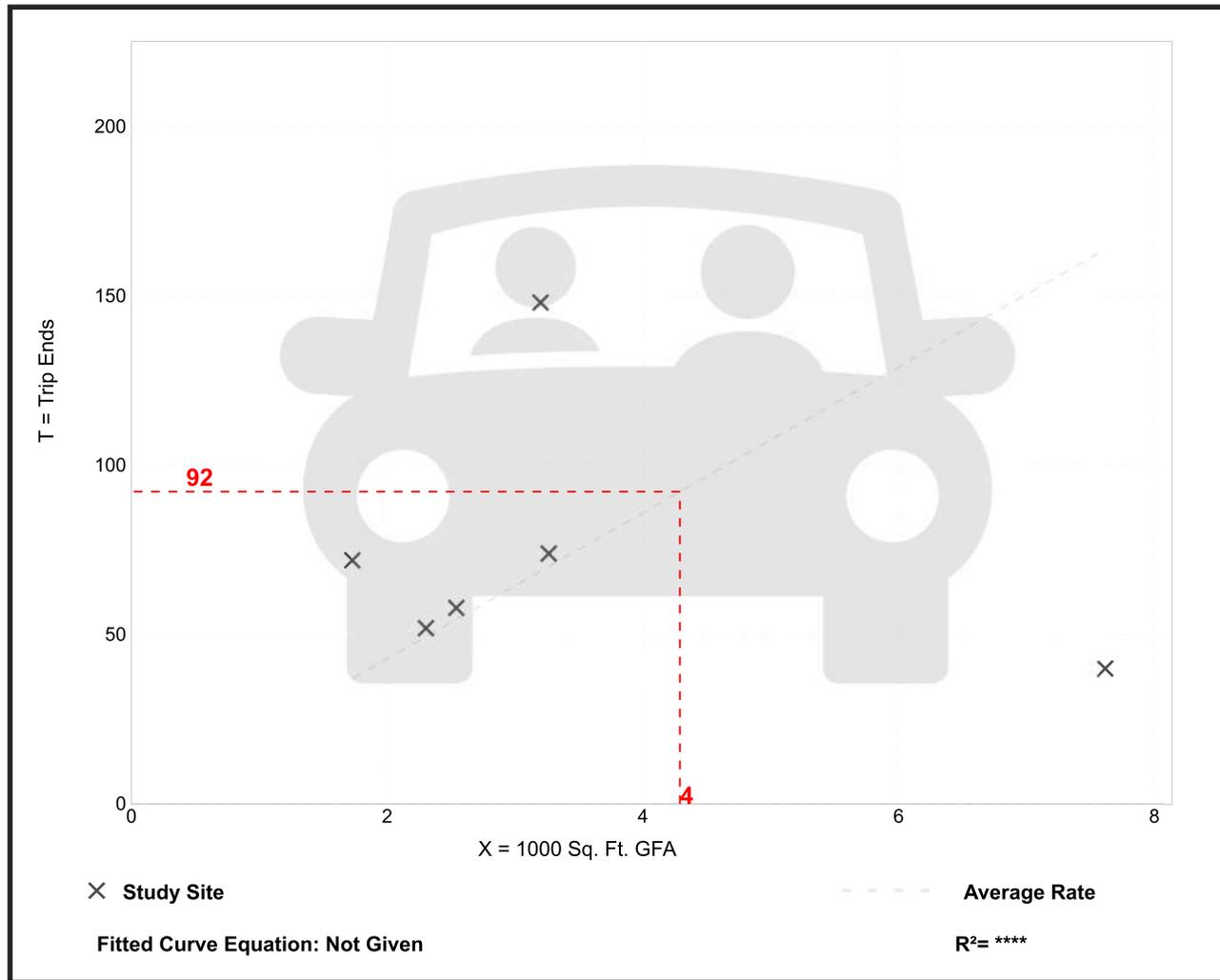
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 6
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
21.50	5.25 - 46.25	16.50

Data Plot and Equation



Strip Retail Plaza (<40k) (822)

Vehicle Trip Ends vs: 1000 Sq. Ft. GLA
On a: Weekday

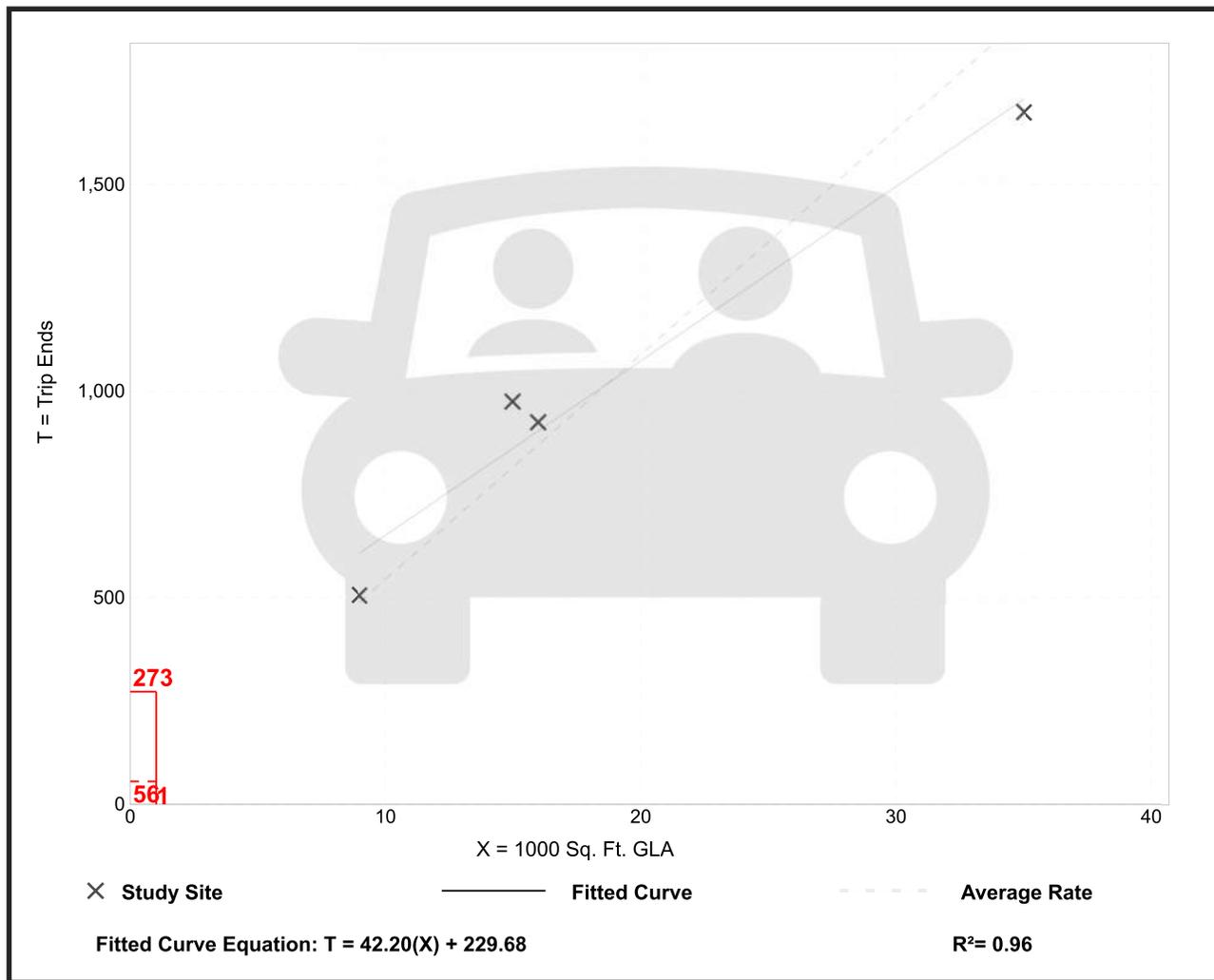
Setting/Location: General Urban/Suburban
Number of Studies: 4
Avg. 1000 Sq. Ft. GLA: 19
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GLA

Average Rate	Range of Rates	Standard Deviation
54.45	47.86 - 65.07	7.81

Data Plot and Equation

Caution – Small Sample Size



South Green - Trip Generation Estimate

Latest print date: 3/28/2023



Proposed Uses on Lot 2*

Use	Size (SF)	Dwelling Units	Carrboro Use Group	ITE Land Use Code	Trip Rate	Average Weekday Trips
Multi-family Apartments	68,000	57	1.331	221 - Multifamily (Mid-Rise)	4.54/dwelling unit	
Total 1.331	68,000					259
Commercial**	7,700		3.110	822 - Strip Retail <40k	54.45/1000 sf GFA	
Total 3.130	7,700					419
Total Lot 2	75,700					678

* Per 27 Mar 2023 Illustrative Plan

** Includes 1,200 sf of indoor amenity space associated with multifamily

Multifamily Housing (Mid-Rise) Not Close to Rail Transit (221)

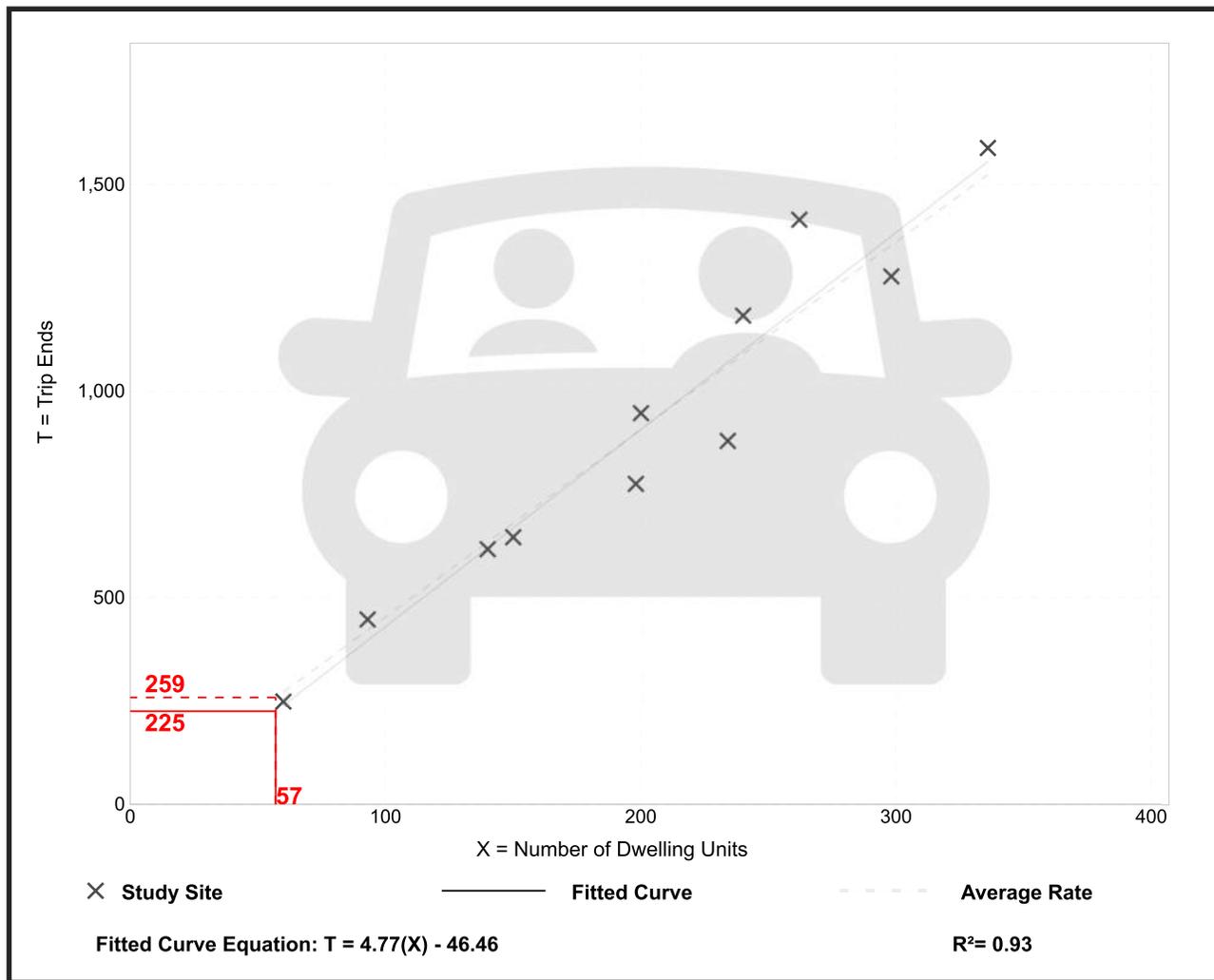
Vehicle Trip Ends vs: Dwelling Units
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 11
Avg. Num. of Dwelling Units: 201
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
4.54	3.76 - 5.40	0.51

Data Plot and Equation



Strip Retail Plaza (<40k) (822)

Vehicle Trip Ends vs: 1000 Sq. Ft. GLA
On a: Weekday

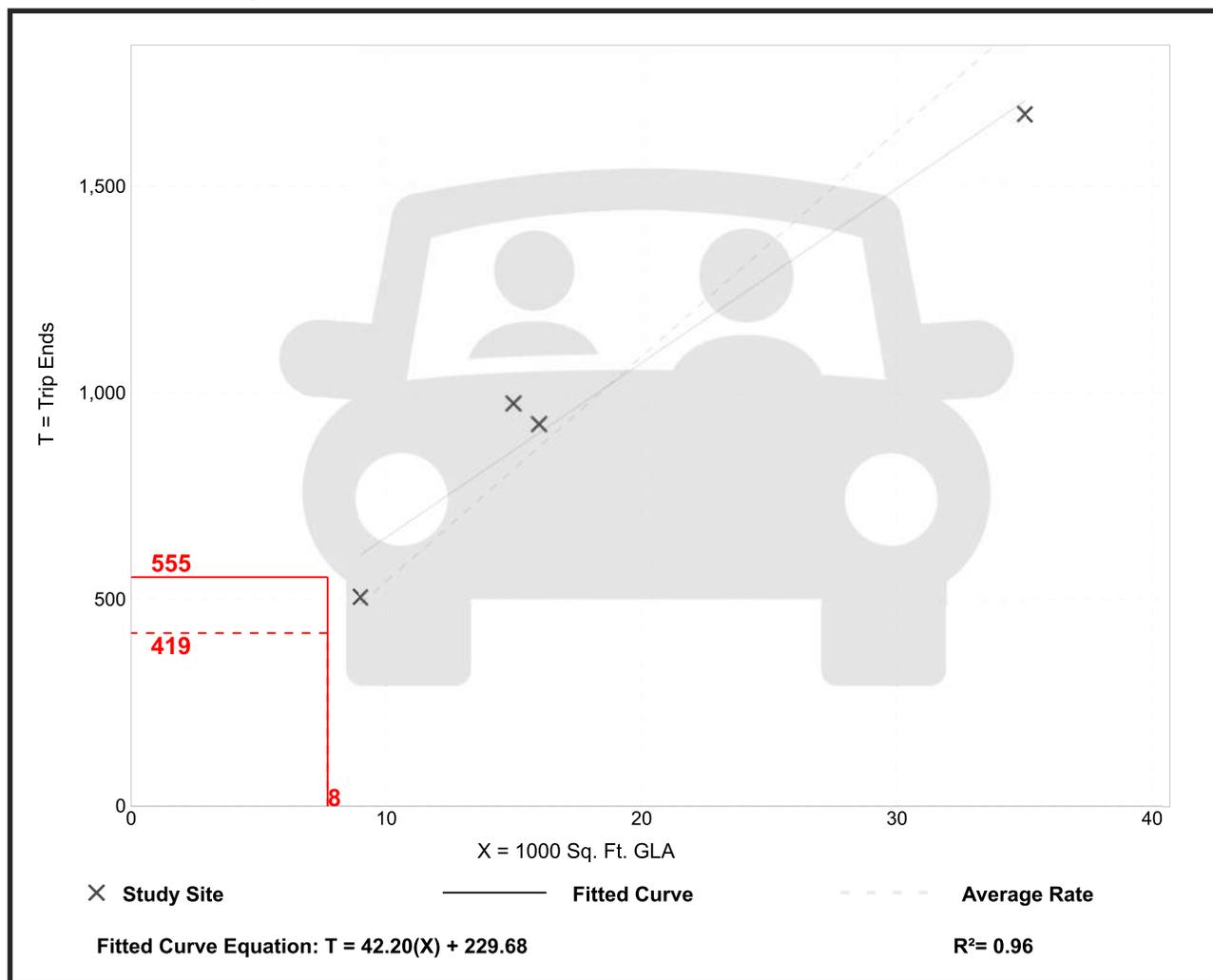
Setting/Location: General Urban/Suburban
Number of Studies: 4
Avg. 1000 Sq. Ft. GLA: 19
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GLA

Average Rate	Range of Rates	Standard Deviation
54.45	47.86 - 65.07	7.81

Data Plot and Equation

Caution – Small Sample Size





August 13, 2014

Mr. Chuck Edwards, PE
District Engineer
NC Department of Transportation
127 East Crescent Square Dr.
Graham, NC 27253

RE: Revised Trip Generation for 501 S. Greensboro Street in Carrboro, NC - (DAVENPORT Project Number **13-414**)

Dear Mr. Edwards:

In August 2013, DAVENPORT submitted a Transportation Impact Analysis (TIA) to NCDOT for the project stated above. The project is located at the intersection with Old Pittsboro Road on the east side of South Greensboro Street. The development was studied to consist of 30,350 square feet of retail and a 3,000 square foot bank with 2 drive-thru lanes. After pass-by reductions, this development would generate 2,213 daily trips and 95 AM peak hour net trips and 218 PM peak hour net trips.

Since the submittal, the client has made some changes to the site plan that would affect the land use and intensities. Attached are the site plans (two options are being studied) along with the trip generation comparison table of the original and the revised site plans.

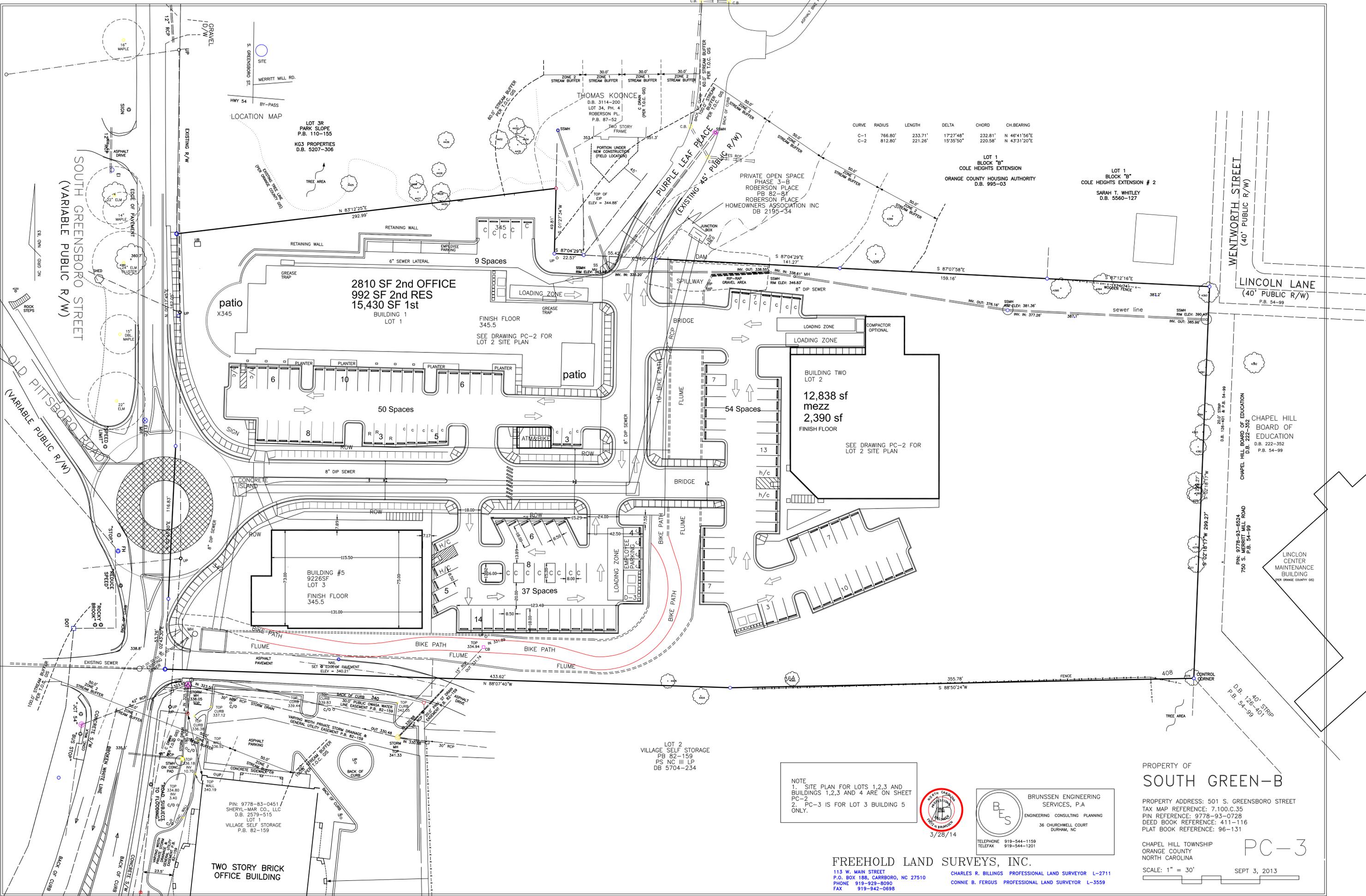
Please let know if a revised TIA is needed to reflect these changes or if this trip generation letter would suffice.

Please feel free to contact me with any questions at 336-744-1636.

Sincerely,

Dionne C. Brown

Dionne C. Brown, PE



NOTE
 1. SITE PLAN FOR LOTS 1,2,3 AND BUILDINGS 1,2,3 AND 4 ARE ON SHEET PC-2
 2. PC-3 IS FOR LOT 3 BUILDING 5 ONLY.



BRUNSEN ENGINEERING SERVICES, P.A.
 ENGINEERING CONSULTING PLANNING
 36 CHURCHWELL COURT
 DURHAM, NC
 TELEPHONE 919-544-1159
 TELEFAX 919-544-1201

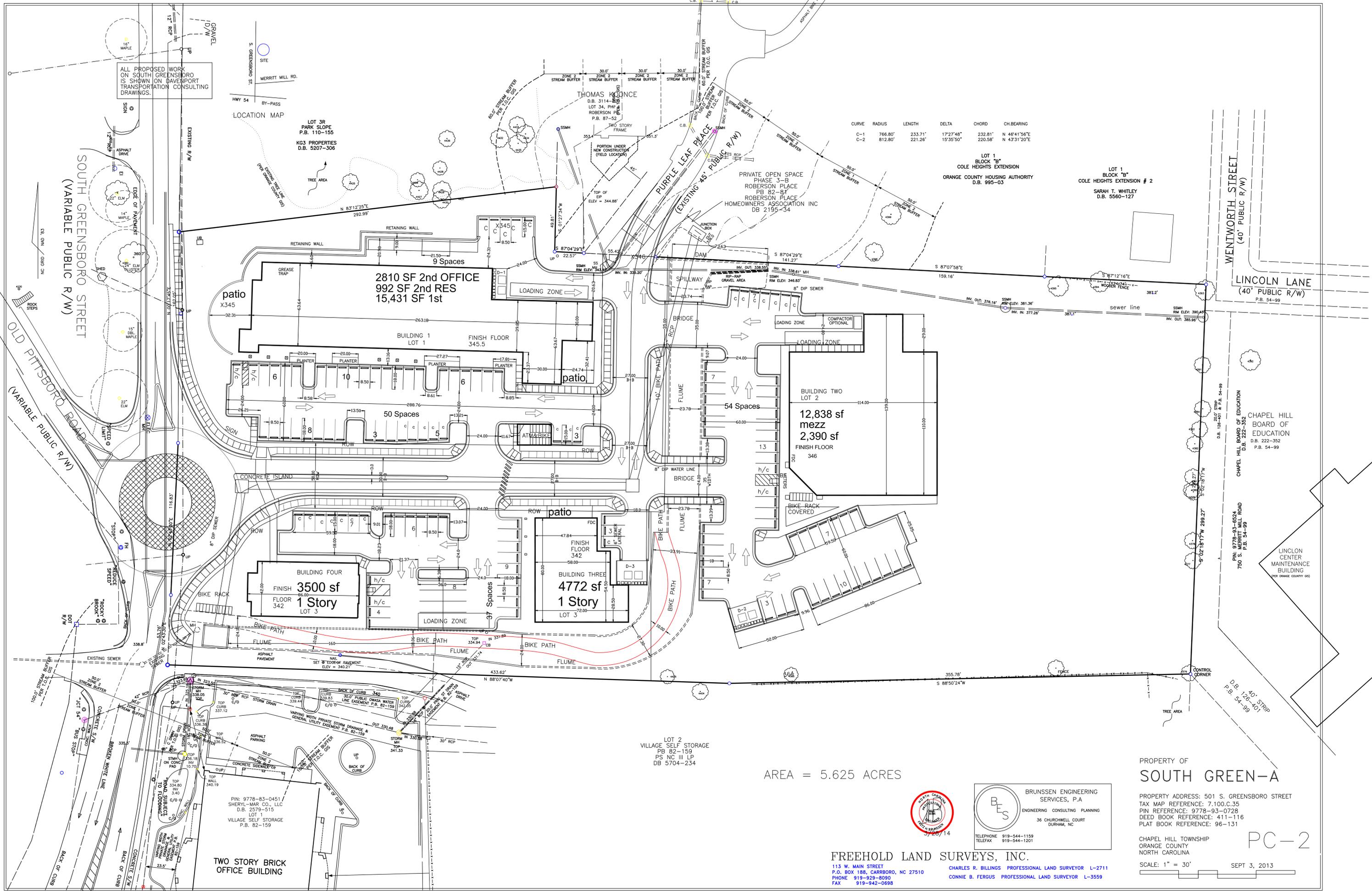
FREEHOLD LAND SURVEYS, INC.
 113 W. MAIN STREET
 P.O. BOX 188, CARRBORO, NC 27510
 PHONE 919-923-8090
 FAX 919-942-0698

CHARLES R. BILLINGS PROFESSIONAL LAND SURVEYOR L-2711
 CONNIE B. FERGUS PROFESSIONAL LAND SURVEYOR L-3559

PROPERTY OF
SOUTH GREEN-B
 PROPERTY ADDRESS: 501 S. GREENSBORO STREET
 TAX MAP REFERENCE: 7-100.C.35
 PIN REFERENCE: 9778-93-0728
 DEED BOOK REFERENCE: 411-116
 PLAT BOOK REFERENCE: 96-131

CHAPEL HILL TOWNSHIP
 ORANGE COUNTY
 NORTH CAROLINA
 SCALE: 1" = 30'
 SEPT 3, 2013

PC-3



CURVE	RADIUS	LENGTH	DELTA	CHORD	CH-BEARING
C-1	766.80'	233.71'	17°27'48"	232.81'	N 48°41'56"E
C-2	812.80'	221.26'	15°35'50"	220.58'	N 43°31'20"E

LOT 1
BLOCK "B"
COLE HEIGHTS EXTENSION
ORANGE COUNTY HOUSING AUTHORITY
D.B. 995-03

LOT 1
BLOCK "B"
COLE HEIGHTS EXTENSION # 2
SARAH T. WHITLEY
D.B. 5560-127

WENTWORTH STREET
(40' PUBLIC R/W)

LINCOLN LANE
(40' PUBLIC R/W)

CHAPEL HILL BOARD OF EDUCATION
D.B. 222-352
P.B. 54-99

LINCOLN CENTER MAINTENANCE BUILDING
(PER ORANGE COUNTY GIS)

LOT 2
VILLAGE SELF STORAGE
PB 82-159
PS NC III LP
DB 5704-234

AREA = 5.625 ACRES



BRUNSSON ENGINEERING SERVICES, P.A.
ENGINEERING CONSULTING PLANNING
36 CHURCHWELL COURT
DURHAM, NC
TELEPHONE 919-544-1159
TELEFAX 919-544-1201

FREEHOLD LAND SURVEYS, INC.
113 W. MAIN STREET
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PHONE 919-929-8090
FAX 919-942-0698

CHARLES R. BILLINGS PROFESSIONAL LAND SURVEYOR L-2711
CONNIE B. FERGUS PROFESSIONAL LAND SURVEYOR L-3559

PROPERTY OF
SOUTH GREEN-A
PROPERTY ADDRESS: 501 S. GREENSBORO STREET
TAX MAP REFERENCE: 7.100.C.35
PIN REFERENCE: 9778-93-0728
DEED BOOK REFERENCE: 411-1116
PLAT BOOK REFERENCE: 96-131

CHAPEL HILL TOWNSHIP
ORANGE COUNTY
NORTH CAROLINA
SCALE: 1" = 30'
SEPT 3, 2013

PC-2

ALL PROPOSED WORK ON SOUTH GREENSBORO IS SHOWN ON DAVENPORT TRANSPORTATION CONSULTING DRAWINGS.

LOCATION MAP

LOT 3R
PARK SLOPE
P.B. 110-155
KG3 PROPERTIES
D.B. 5207-306

2810 SF 2nd OFFICE
992 SF 2nd RES
15,431 SF 1st

12,838 sf
mezz
2,390 sf
FINISH FLOOR
346

BUILDING FOUR
FINISH FLOOR
342
1 Story
342

BUILDING THREE
FINISH FLOOR
342
1 Story
4772 sf

TWO STORY BRICK OFFICE BUILDING

Table XX.X - ITE Trip Generation - Original

Average Weekday Driveway Volumes				24 Hour	AM Peak Hour		PM Peak Hour	
				Two-Way				
<u>Land Use</u>	<u>ITE Land Code</u>	<u>Size</u>		<u>Volume</u>	<u>Enter</u>	<u>Exit</u>	<u>Enter</u>	<u>Exit</u>
Shopping Center	820	30.350	Th.Sq.Ft.GLA	3,129	46	30	140	146
Bank with Drive-Thru	912	2	Lanes	279	11	8	27	28
Total Unadjusted Trips				3,408	57	38	167	174
Shopping Center Pass-by Reduction (34% PM)				-1,064	0	0	-48	-50
Bank Pass-by Reduction (47% PM)				-131	0	0	-13	-13
Total Adjusted Trips				2,213	57	38	107	111

Table XX.X - ITE Trip Generation - CP3

Average Weekday Driveway Volumes				24 Hour	AM Peak Hour		PM Peak Hour	
				Two-Way				
<u>Land Use</u>	<u>ITE Land Code</u>	<u>Size</u>		<u>Volume</u>	<u>Enter</u>	<u>Exit</u>	<u>Enter</u>	<u>Exit</u>
Shopping Center	820	34.5	Th.Sq.Ft.GLA	3,400	50	31	141	153
General Office Space	710	2.8	Th.Sq.Ft.GLA	87	10	1	14	68
Sit-down Restaurant	932	5.4	Th.Sq.Ft.GLA	687	32	26	32	21
Total Unadjusted Trips				4,174	92	58	187	242
Shopping Center Pass-by Reduction (34% PM)				-1,156	0	0	-48	-52
Restaurant Pass-by Reduction (43% PM)				-295	0	0	-14	-9
Total Adjusted Trips				2,723	92	58	125	181

Table XX.X - ITE Trip Generation - CP2

Average Weekday Driveway Volumes				24 Hour	AM Peak Hour		PM Peak Hour	
				Two-Way				
<u>Land Use</u>	<u>ITE Land Code</u>	<u>Size</u>		<u>Volume</u>	<u>Enter</u>	<u>Exit</u>	<u>Enter</u>	<u>Exit</u>
Shopping Center	820	32.1	Th.Sq.Ft.GLA	3,245	48	30	134	146
General Office Space	710	2.8	Th.Sq.Ft.GLA	87	10	1	14	68
Sit-down Restaurant	932	5.4	Th.Sq.Ft.GLA	687	32	26	32	21
Total Unadjusted Trips				4,019	90	57	180	235
Shopping Center Pass-by Reduction (34% PM)				-1,103	0	0	-46	-50
Restaurant Pass-by Reduction (43% PM)				-295	0	0	-14	-9
Total Adjusted Trips				2,620	90	57	121	176

TOWN OF CARRBORO



NEIGHBORHOOD MEETING FORM

TO THE ZONING ADMINISTRATOR OF THE TOWN OF CARRBORO:

DUE TO PROPOSED LAND DISTURBING ACTIVITY TO TAKE PLACE ON PROPERTY LOCATED AT:

477 S. Greensboro St

TO BE CALLED South Green

AND TAX MAP REFERENCED AS PIN #'s 9778-83-7930, 9778-93-1738, 9778-83-7669

I, George J. Retschle, REPRESENTING Legacy Real Property Group

SUBMIT THIS NEIGHBORHOOD MEETING FORM TO ACKNOWLEDGE THAT:

[PLEASE CHECK THE APPROPRIATE BOX BELOW.]

A MEETING WAS HELD WITH THE MEMBERS OF THE NEIGHBORHOOD ON 26 May 2022.

Residents and Property Owners, up to 1,000 feet of the property, were notified of the neighborhood meeting.

A MEETING WAS NOT HELD WITH THE MEMBERS OF THE NEIGHBORHOOD.

THIS NEIGHBORHOOD MEETING FORM IS RESPECTFULLY SUBMITTED TO THE TOWN STAFF ON THIS 24th DAY OF April, 2023.

By affixing my signature, I attest to the accuracy of the submitted information.

Signature



19 May 2022

To: South Green Neighbors
 Subject: Proposed Modifications to Zoning Approval

Dear South Green Neighbors,

Legacy Real Property Group will be requesting a modification to the existing South Green approvals to allow for a mix of commercial and residential development on Lot 2, which is the easternmost portion of South Green and the only portion that remains undeveloped. Commercial development is already allowed on Lot 2, but Legacy will seek approval to construct 50-60 residential units in addition to approximately 6,000 square feet of commercial space.

You are invited to attend a virtual Neighborhood Information Meeting to learn more about the proposal. **The meeting will be held on Zoom at 6:00 PM on Thursday, May 26th.** Instructions for joining the Zoom meeting are as follows:

- Go to Zoom at <https://zoom.us>
- Click "JOIN"
- Enter the meeting ID: 962 5888 9696
- Click "JOIN"
- If prompted, click "Open Zoom Meetings"
- Enter the meeting passcode: 228043

You also have the option of calling in to the meeting by using one of the dial-in numbers below and the Meeting ID and Passcode above.

+1 646 558 8656 US
 +1 301 715 8592 US

Yours Very Truly,
 BALLENTINE ASSOCIATES, P.A.

A handwritten signature in blue ink, appearing to read 'GJR', is placed below the typed name.

George J. Retschle, PE
 President



Ballentine
Associates, PA

Integrity. Service. Results.

Attendance List/Meeting Summary

Date: 26 May 2022

Project: South Green Lofts/Rezoning

Meeting: Neighborhood Information Meeting (virtual)

Attendees*:

Marty Roupe
Tina Moon
Anne Johnson

Mark Moshier
Don Tise
George Retschle

Lisa Hazirjian
J
Lies Sapp
Joan Felton
Lisa Upchurch
Nicholas Johnson
Kim Vassiliadis
Joe B.
Robert Joyner
Allen Stutts
David Seidenberg
Sharon Pat
Greg Andeck
Robin

* There was no sign-up sheet because this was a virtual meeting. The attendance list is based on the names that appeared on the Zoom screen.

Summary of items discussed:

- Parking
- Traffic
- Landscape screening
- Recreation space for residents of project
- Residential unit sizes/anticipated sales prices
- Retail uses



NOTICE OF PUBLIC HEARING

Date: May 12, 2023

To: Property Owners and Residents

From: Christina R. Moon, Planning Administrator

Subject: Zoning Map Amendment at South Green
100, 101, 110, and 120 Two Hills Drive

You are receiving this letter because your property or residence is within 1,000 feet of the property described above that is under consideration for a zoning map amendment.

The Town has received a petition to modify the M-3-CZ (Special Light Manufacturing, Conditional) zoning district at South Green to allow development of a mixed-use building to include approximately 57 multi-family residential units instead of a commercial building that was approved originally. Residential uses are not currently permitted in the M-3-CZ district. In order to add residential uses to the development, the following steps are needed: a text amendment to add the new use classification to list of uses permitted in the M-3 district; a zoning map amendment, to include residential as permissible use in the existing three-lot M-3-CZ district at South Green; and, if approved, a major modification to the existing special use permit-A. The modification to the SUP-A would involve a separate public hearing. The owners are also seeking text amendments to replace the open space and recreational facility requirements associated with residential uses with downtown livability areas and urban amenities, and to increase the maximum height for residential buildings from three to four stories. All of the other conditions associated with the original 2015 development would remain in place. **A map showing the property location is provided on the reverse side of this letter.**

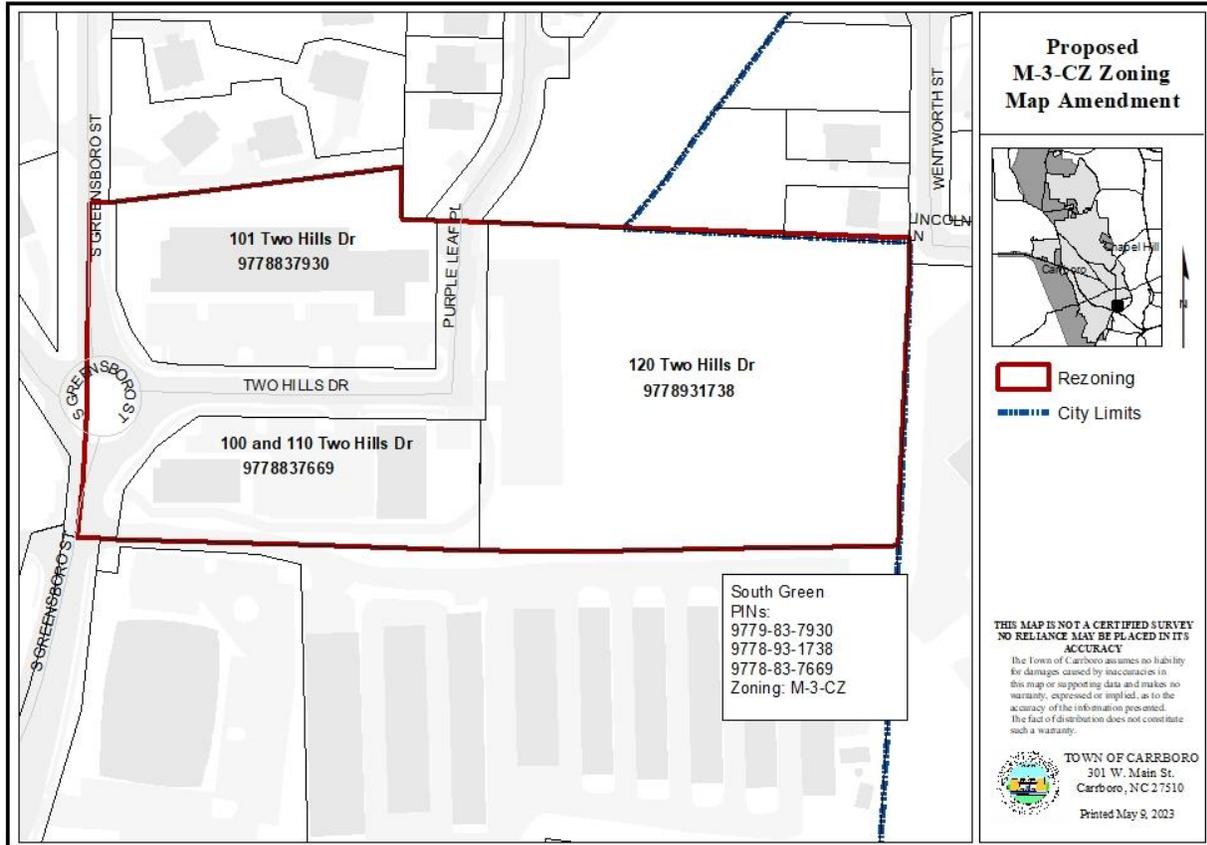
The Town Council will hold two public hearings to consider the amendment to the M-3-CZ zoning per this request, and the associated text amendments on Tuesday, May 23, 2023 at 7:00 p.m. in the Town Hall Board Room (Room 110) located at 301 West Main Street. You are invited to attend this hearing and to make your opinions on the requested zoning map amendment known.

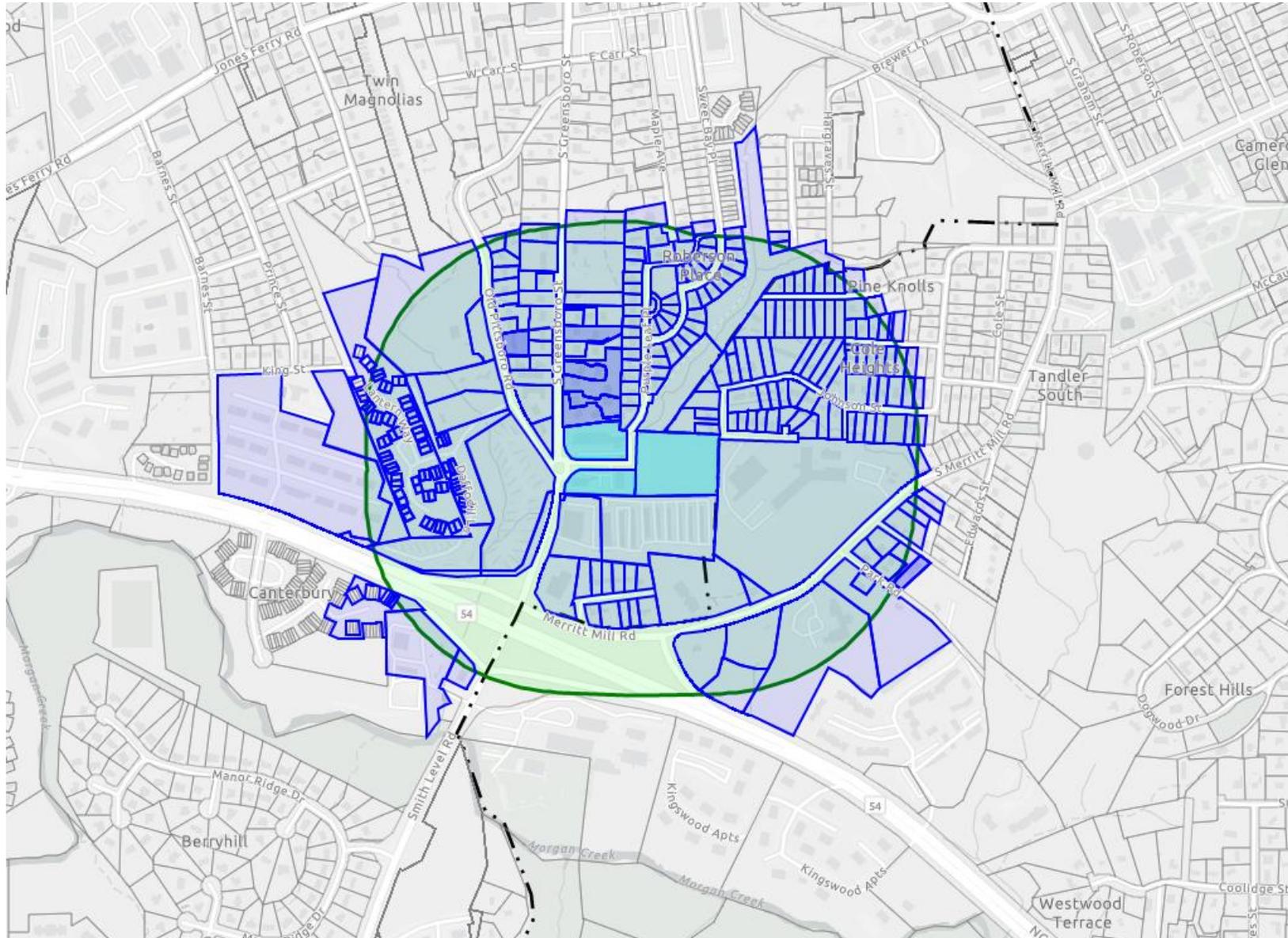
Additional information regarding the zoning map and text amendments under consideration is available from the Town Clerk and the Planning Department located at the Carrboro Town Hall and will also be available on the Town's website a few days before the meetings. The Town Council's agenda materials for the public hearings may be found at <https://carrboro.legistar.com/Calendar.aspx> the Friday before the meeting. Substantial changes to the proposed amendment to the Town's zoning map may be made following the public hearing. If you have questions, or would like additional information, please feel free to contact Tina Moon at (919) 918-7325 or cmoon@carrboronc.gov.



Proposed Zoning Map and Text Amendments
100, 101, 110, and 120 Two Hills Drive

May 12, 2023
Page 2 of 2





ABELOW GAIL E
5504 HIDEWAY DR
CHAPEL HILL, NC 27516

ACG ROCKYBROOK LLC
2054 KILDAIRE FARM RD
CARY, NC 27518

ADALI MELIH
110 RED SUNSET PL
CARRBORO, NC 27510

ALLISON F V
1315 MCLAURIN AVE
DURHAM, NC 27707

ANA PROPERTIES LLC
3805 COTTONWOOD DR
DURHAM, NC 27705

ANDECK GREGORY
459 S GREENSBORO ST
CARRBORO, NC 27510

ARDEA NAOMI
107 RED SUNSET PL
CARRBORO, NC 27510

ATWATER EUGENE HRS
169 NEW STREET
WEST PATERSON, NJ 07424

AYE YUYU
225 KNOLLS ST
CHAPEL HILL, NC 27516

BAIR ERIC DAVID
106 RED SUNSET PL
CARRBORO, NC 27510

BALDWIN SCOTT GROUP LLC
415 KNOLLS ST
CHAPEL HILL, NC 27516

BALINTFY JOSEPH K
4529 ROSEDALE AVE
BETHESDA, MD 20814

BARNDORF PROPERTIES INC
PO BOX 4034
CHAPEL HILL, NC 27515

BEACH JAMES B
107 OLD PITTSBORO RD
CARRBORO, NC 27510

BENNETT KRISTIN P
104 BARBEE CT
CARRBORO, NC 27510

BERNER MAUREEN
106 GLASS HOUSE LN
CARRBORO, NC 27510

BISSRAM GANESH
5709 ACCIPITER CT
FUQUAY VARINA, NC 27528

BOWEN ERNEST J
301 SWEET BAY PL
CARRBORO, NC 27510

BOWERS ALPHONSO H III
1608 EDGEWOOD DR
CHAPEL HILL, NC 27517

BRAGG CUBIE ALLEN
10814 LEGEND MANOR LN
GLENN DALE, MD 20769

BROWN MARCUS
465 S GREENSBORO ST
CARRBORO, NC 27510

BROWN MICHELL CORBETT
119 JOHNSON ST
CHAPEL HILL, NC 27516

BUCHER MICHAEL
108 RED SUNSET PL
CARRBORO, NC 275102381

BULTMAN LISA T
100 GREY HORSE DR
CARY, NC 27513

BURCHETTE WINFRED HRS
PO BOX 8831
ELKRIDGE, MD 21075

CALASCIONE CHRISTOPHER
441 OLD PITTSBORO RD
CARRBORO, NC 27510

CALDWELL JOE L
1834 BRAMBLEWOOD DR
ORLANDA, FL 32818

CAMNITZ PAUL S
302 SWEET BAY PL
CARRBORO, NC 275102362

CANNING PHILIP R
3726 CONWAY AVE
CHARLOTTE, NC 28209

CANTERBURY TOWNHOUSE
HOME OWNERS ASSOCIATION
INC
PO BOX 125
CARRBORO, NC 27510

CARPENTER DAVID
122 S PEAK DR
Carrboro, NC 27510

CARRBORO TOWN OF
UNKNOWN ADDRESS
CARRBORO, NC 27510

CARVER TERRY
202 LLOYD ST
Carrboro, NC 27510

CASCIERE CARL BRUCE
3617 NIGHTFALL CT
RALEIGH, NC 27607

CASTRO TAMARA M
123 LANTERN WAY
CARRBORO, NC 27510

CHAPEL HILL BOARD OF
EDUCATION
LINCOLN CENTER
CHAPEL HILL, NC 27514

CHAPEL HILL TOWN OF
405 MARTIN LUTHER KING JR
BLVD
CHAPEL HILL, NC 27514

CHENEY TIMOTHY
256 SWEET BAY
CARRBORO, NC 27510

CHRISTIAN JESSICA L
453 S GREENSBORO ST
Carrboro, NC 27510

CHRISTIE JONATHAN P
106 BARBEE CT 45
CARRBORO, NC 27510

COLE JAY SCOTT ETAL
1418 CRAWFORD DAIRY RD
CHAPEL HILL, NC 27516

COMMONS JONATHAN B
115 S PEAK DR
CARRBORO, NC 27510

COMMUNITY ALTERNATIVES FOR
SUPPORTIVE ABODES
P O BOX 12545
RALEIGH, NC 27615

CONAPINSKI LEN
102 RED SUNSET PL
CARRBORO, NC 27510

CONNER DANIEL SILAS
414 S GREENSBORO ST
CARRBORO, NC 275102333

COOPER JAVON S
6108 COLWYN COURT
GREENSBORO, NC 27455

CORVINUS DOROTHY ANNE
105 S PEAK DR
CARRBORO, NC 275102471

COWAN PHILLIP R
121 LANTERN WAY
CARRBORO, NC 275102478

COX BRADLEY J
441 C OLD PITTSBORO RD
CARRBORO, NC 27510

CSC INVESTORS LLC
500 WEST MAIN ST
CARRBORO, NC 27510

DAVIS ANTHONY MICHAEL
417 S GREENSBORO ST
CARRBORO, NC 27510

DEBERARDINIS JEFFREY T
120 JOHNSON ST
CHAPEL HILL, NC 27516

DELOACH STEVE
105 RED SUNSET PL
CARRBORO, NC 27510

DEPARTMENT OF
TRANSPORTATION
PO BOX 25201
RALEIGH, NC 27611

DISCHINGER STEPHEN R
911 KINGS MILL RD
CHAPEL HILL, NC 27517

DUNCAN EMILY
106 S PEAK DR
CARRBORO, NC 27510

EDWARDS WANDA A
136 WENTWORTH ST
CHAPEL HILL, NC 27514

EHRINGHAUS ANN
104 DAFFODIL LN
Carrboro, NC 27510

EHRINGHAUS ANN S TRUSTEE
PO BOX 206
OCRACOKE, NC 27960

ELLIOTT KIRK
303 KNOLLS ST
Chapel Hill, NC 27516

EMPOWERMENT INC
109 N GRAHAM ST STE 200
CHAPEL HILL, NC 275162328

ENGLISH DAVID JUDSON
435 S GREENSBORO ST
Carrboro, NC 27510

ESTIRI MOHAMMAD
925 LA CUESTA DR
SANTA ANA, CA 92705

EVANS SHEILA R TRUSTEE
309 SWEET BAY PL
CARRBORO, NC 275102378

FARRAR DANA
1800 WILLIAMSBURG RD
DURHAM, NC 27707

FARRAR WESLEY A
5129 BREVARD LN
GRAHAM, NC 27253

FARRINGTON HELEN S
104 JOHNSON ST
CHAPEL HILL, NC 275162615

FARRINGTON LAURA A ETAL
731 S MERRITT MILL RD
CHAPEL HILL, NC 275162880

FARRINGTON MARY SUE
226 KNOLLS ST
CHAPEL HILL, NC 27516

FARROW ROSCOE B II
120 RESTON CT
FAYETTVILLE, GA 30214

FIG GARDEN LLC
110 JASMINE CT
CARRBORO, NC 27510

FIRST BAPTIST & MANLEY
ESTATES INC ATTN MARY
ALSTON
CHAPEL HILL, NC 27516

FISHER LESLIE C TRUSTEE
1886 TIFFIN RD
OAKLAND, CA 94610

FITZGERALD WILLIAM J
5 COPPER HILL CT
DURHAM, NC 27713

FORLINES ASHTON
110 DAFFODIL LN
CARRBORO, NC 275102258

FROEBER SARAH MARJORIE
307 SWEET BAY PL
CARRBORO, NC 27510

FRUGE DIANE P
114 LANTERN WAY
CARRBORO, NC 275102478

GACHIE JAHMARI
104 PARK PL
CHAPEL HILL, NC 27516

GARAVAGLIA PATRICIA E
7 ELLEN PL
CHAPEL HILL, NC 275146622

GAUL TODD ERIC
810 S MERRITT MILL RD
CARRBORO, NC 275102384

GEER EVA J
516 TUGGLE ST
DURHAM, NC 277131636

GIJOLU LLC
319 PROVIDENCE RD
CHAPEL HILL, NC 27514

GOLDSMITH JASON
471 S GREENSBORO ST
CARRBORO, NC 27510

GOULDEN MANUELA
108 S PEAK DR
CARRBORO, NC 27510

GRAHAM BARBARA Y
1702 MICHAUX RD
CHAPEL HILL, NC 27514

GRAHAM IAN
422 S GREENSBORO ST
CARRBORO, NC 27510

GRBIC MARA ET AL
109 CREEL ST
CHAPEL HILL, NC 27516

GREENWOOD ROBERT S
412 MORGAN CREEK RD
CHAPEL HILL, NC 27517

HADLER WAYNE R
201 PURPLE LEAF PL
CARRBORO, NC 27510

HALL DEDE W
5211 MARCELLA COURT
DURHAM, NC 27707

HALLET TYSON
101 ASHE PL
CHAPEL HILL, NC 27517

HAMILTON RALEIGH J
844 QUAIL POINT COVE
VIRGINIA BEACH, VA 234543157

HAN YANG
743 S MERRITT MILL RD
CHAPEL HILL, NC 27516

HANDA SUDHANSHU
469 S GREENSBORO ST
CARRBORO, NC 27510

HANDS ADRIAN EDGAR
200 PURPLE LEAF PL
CARRBORO, NC 27510

HARRIS MELVINA W
PO BOX 725
CARRBORO, NC 275100725

HARRISS WILLIAM G
2326 THUNDER RD
DURHAM, NC 277122452

HART STEPHEN E
1512 OAKCREST DR
ALEXANDRIA, VA 22302

HAUSE DAVID
317 SWEET BAY PL
CARRBORO, NC 27510

HAYES RUBEN H
111 ROBERTS ST
CARRBORO, NC 275102323

HILL CHARLES C
106 PARK RD
CHAPEL HILL, NC 27516

HILL JONATHAN Y
208 PURPLE LEAF PL
CARRBORO, NC 27510

HOLMAN PATRICIA H
227 KNOLL ST
CHAPEL HILL, NC 27516

HORTMAN WILLIAM
424 S GREENSBORO ST
CARRBORO, NC 27510

HORTON CINDY
105A PARK RD
CHAPEL HILL, NC 27516

HOTONG ANTHONY L
502 CATES FARM RD
CHAPEL HILL, NC 27516

HSIEH SHOWCHIEN
PO BOX 17281
Chapel Hill, NC 27516

HUNTLEY GEORGE WILLIAM III
306A SWEET BAY PLACE
CARRBORO, NC 27510

HURST MAXWELL WILLIAM
114 DAFFODIL LN
CARRBORO, NC 27510

INGRAM EDWARD J
2468 LONGSHADOW DRIVE
GRAHAM, NC 27253

JACOBS TEDDY L
100 ROBERTS ST
CARRBORO, NC 27510

JAMES BETTY B
9705 LESLIE DR
Chapel Hill, NC 27516

JOHNSON ANNE
104 PURPLE LEAF PL
CARRBORO, NC 27510

JOHNSON SUZANNE
461 S GREENSBORO ST
CARRBORO, NC 27510

JONESES VENTURES LLC
1681 PURPLE SAGE RD
CHAPEL HILL, NC 27516

JORDY MATTHEW L
202 PURPLE LEAF PLACE
CARRBORO, NC 27510

JOYNER ROBERT N JR
100 PURPLE LEAF PLACE
CARRBORO, NC 27510

KADOURA PROPERTIES LLC
410 W FRANKLIN ST
CHAPEL HILL, NC 27516

KAISER MICHELLE
210 PURPLE LEAF PL
CARRBORO, NC 27510

KELLER SUSAN DAWN TRUSTEE
304 SWEET BAY PL
Carrboro, NC 27510

KELLERMAN KRISTIN A
305 SWEET BAY PL
CARRBORO, NC 27510

KERALA CAPITAL PARTNERS LLC
507 N LINDSAY ST
HIGH POINT, NC 27262

KIMOSH JOSEPH
11300 RUMSHILL RD
RALEIGH, NC 27614

KLEEMAN RYAN
116 PURPLE LEAF PL
CARRBORO, NC 275102382

KLUSEK WILLIAMS LLC
1010 BELTLINE BLVD
COLUMBIA, SC 29205

KOONCE THOMAS F
212 PURPLE LEAF PL
CARRBORO, NC 27510

LAMBERT DAVID ARTHUR
110 PURPLE LEAF PL
CARRBORO, NC 27510

LAMBERT ELIZABETH
114 BARBEE CT
CARRBORO, NC 27510

LARSON EDWARD
115 LANTERN WAY
CARRBORO, NC 27510

LECHNER NORBERT ETAL
311 OAKLAND LN
CHAPEL HILL, NC 27516

LEDERMAN SEMA E
204 GLENVIEW PLACE
CHAPEL HILL, NC 27514

LEEMAN JENNIFER
313 SWEET BAY PL
CARRBORO, NC 27510

LEVE LAUREN G
310 SWEET BAY PL
CARRBORO, NC 27510

LIEW SWEESHAN
300 NC 54
CARRBORO, NC 27510

LINDQUIST KRISTEN
445 S GREENSBORO ST
Carrboro, NC 27510

LOPEZ ALPHONSE
9124 VOLUNTEER DR
ALEXANDRIA, VA 22309

LUDLOW SOUTH LLC
204 BURLAGE CIR
CHAPEL HILL, NC 27514

MACE BENJAMIN C
103 JOHNSON ST
CHAPEL HILL, NC 27514

MAINSAIL DEVELOPMENT LLC
PO BOX 16815
CHAPEL HILL, NC 27516

MANHERTZ EARLE
3513 SHADY CREEK DR
DURHAM, NC 27713

MARINO EMILIE
1139 WESTWOOD DR
SAN JOSE, CA 95125

MARTIN STEPHANIE
467 S GREENSBORO ST
CARRBORO, NC 27510

MARTINEZ KAYE STURDIVANT
423 S GREENSBORO ST
CARRBORO, NC 27510

MARX JACQUELINE L
109 S PEAK DR
CARRBORO, NC 27510

MCALLISTER J GRAY III TRUSTEE
4604 HENLEY PARK CT
RALEIGH, NC 27612

MCCRIMMON TERESA ETAL
PO BOX 1054
MEBANE, NC 27302

MCKINNEY MARY
116 OLD PITTSBORO RD
Carrboro, NC 27510

MCLEAN RYAN ASSOCIATES LLC
PO BOX 3371
CHAPEL HILL, NC 275153371

MERRITT MILL APARTMENTS LLC
624 W JONES ST
RALEIGH, NC 27603

MILLER JEAN S
426 S GREENSBORO ST
CARRBORO, NC 27510

MILLER LORI A
106 DAFFODIL LN
CARRBORO, NC 275102258

MINOR VALLIE B HRS
221 KNOLLS ST
CHAPEL HILL, NC 275169621

MONBUREAU TIMOTHY O ETAL
301 GARY RD
CARRBORO, NC 27510

MONTANA LESLIE ANN
112 PURPLE LEAF PL
CARRBORO, NC 27510

MURABITO JOSEPH ANTHONY
ETAL
428 S GREENSBORO ST
CARRBORO, NC 27510

MURDAUGH JOEGENA L
110 BARBEE CT
CARRBORO, NC 27510

MYERS WILLIAM H
106 STONY HILL RD
Chapel Hill, NC 27516

NAIL CHARLES LYNN III
463 S GREENSBORO ST
CARRBORO, NC 27510

NELSON FREDERICK R
368 MERIDIAN ST
GROTON, CT 06340

NEWMAN IRENE ADAIR
112 DAFFODIL LN
CARRBORO, NC 27510

NEWPORT MARTHA
114 PURPLE LEAF PL
CARRBORO, NC 27510

OBRIEN ELLEN
214 MAPLE AVE
CARRBORO, NC 275102332

ONNIPAUPER LLC
7424 CHAPEL HILL RD
RALEIGH, NC 27607

ORANGE COUNTY
PO BOX 8181
HILLSBOROUGH, NC 27278

ORANGE COUNTY HOUSING
AUTHORITY
PO BOX 8181
HILLSBOROUGH, NC 27278

OSBORN HILLARY C TRUSTEE
148 LONG LN
EAST HAMPTON, NY 11937

OVINGTON PATRICK TYLER
439 S GREENSBORO ST
Carrboro, NC 27510

PAGE SANDRA W
350 WARREN CT
CHAPEL HILL, NC 27516

PANDARINATH GUPTA
207 BECKINGHAM LOOP
CARY, NC 27519

PARKER JEFFERSON D
205 PURPLE LEAF PL
CARRBORO, NC 27510

PARRISH DAVID A
3705 SANDY RIDGE LN
DURHAM, NC 27705

PATEL MEHUL
400 MEADOWMONT LN
CHAPEL HILL, NC 27517

PEARSON JOANNA K
203 PURPLE LEAF PL
CARRBORO, NC 27510

PEARSON LYDIA S
117 SNEAD RD
FORT MILL, SC 29715

PERCIACCANTE MEGAN
111 S PEAK DR
CARRBORO, NC 27510

PERRY BERNICE L
949 CROSS LINK RD
RALEIGH, NC 27610

PERRY CAROLYN M
115 MARTHA LN
CHAPEL HILL, NC 27514

PERRY HAZEL P
223 KNOLLS ST
CHAPEL HILL, NC 27516

PETERSON JANET
119 S PEAK DR
CARRBORO, NC 27510

PETERSON KATIA M
108 DAFFODIL LANE
CARRBORO, NC 27510

PIERSON DOUGLAS
130 OLD PITTSBORO RD
CARRBORO, NC 27510

POLESKEY STEPHEN L
105 CREEL ST
CHAPEL HILL, NC 27516

PRADA VIKIMAR
109B PARK RD
CHAPEL HILL, NC 27516

PRICE DENNIS RICHARD
117 LANTERN WAY
CARRBORO, NC 27510

PS NC III LP
701 WESTERN AVE
GLENDALE, CA 91201

PYUN JISOOK
110 DEER ST
Carrboro, NC 27510

REAMSNYDER LEE J
115A OLD PITTSBORO RD
CARRBORO, NC 27510

REYES RODRIGO I
437 S GREENSBORO ST
Carrboro, NC 27510

RIDER MARY S
124 PERDUE ST
GARNER, NC 27529

RIGGSBEE MYRTLE L HRS ET AL
116 EUGENE ST
CARRBORO, NC 275102339

RISING C AHNIE
131 LANTERN WAY
CARRBORO, NC 275102478

RIVERA EDUARDO ANTONIO
100 DAFFODIL LN
CARRBORO, NC 275102258

RIVERDALE INVESTMENTS 1 LLC
510 MEADOWMONT VILLAGE CIR
CHAPEL HILL, NC 27517

ROBBINS MATTHEW
712 MARKET ST
WILMINGTON, NC 28401

ROBERSON PLACE
HOMEOWNERS ASSOCIATION
INC
PO BOX 79032
CHARLOTTE, NC 28271
ROGERS NORA EMILY
111A OLD PITTSBORO RD
CARRBORO, NC 27510

ROGERS DANIELLE J
80 NORWICH DR
CLAYTON, NC 27520

ROGERS JOHN
109 RED SUNSET PL
CARRBORO, NC 27510

ROSA RICHARD
315 SWEET BAY PL
CARRBORO, NC 27510

ROYSTER MARK R
802 HWY 54 WEST
CHAPEL HILL, NC 27516

RP BARNES LLC
PO BOX 8984
RICHMOND, VA 23225

RUIZ INGRID SWANSON
110 BOURKE PLACE
CARY, NC 27511

SANFORD KATHERINE KARN
308 SWEET BAY PLACE
CARRBORO, NC 27510

SANFORD RUTHENA HRS
3649 E BERMUDA ST
TUCSON, AZ 85716

SAWON JUSTIN
206 PURPLE LEAF PL
CARRBORO, NC 27510

SCHLIFF HENRY M JR TRUSTEE
PO BOX 1355
OCRACOKE, NC 27960

SCHNEIDER DAVID
216 MAPLE AVE
CARRBORO, NC 275102332

SEIBEL TRACY
117 S PEAK DR
CARRBORO, NC 27510

SEIDENBERG DAVID
102 PURPLE LEAF PL
CARRBORO, NC 275102382

SELLARS JENNIE MINOR HRS
814 MERRITT MILL ROAD
CARRBORO, NC 27510

SHELTON PHILIP E
451 S GREENSBORO ST
Carrboro, NC 27510

SHIN PRISCILLA
111 CREEL ST
CHAPEL HILL, NC 27516

SMITH JAMIE M
131 CHAUCER CT
CARRBORO, NC 27510

SPRINGER JEFFREY A
443 S GREENSBORO ST
Carrboro, NC 27510

STALLARD JACOB
112 LANTERN WAY
CARRBORO, NC 27510

STALTER SCOTT M TRUSTEE
17932 LITTLEWOOD DR
SPRING HILL, FL 34610

STEVENSON MARK G
5117 TAP ROOT LN
DURHAM, NC 27705

STICKNEY PAULA
508 54TH AVE N
NORTH MYRTLE BEACH, SC
29582

STRAYHORN WHISPERING HILLS
HOMEOWNERS ASSOCIATION
PO BOX 3099
CHAPEL HILL, NC 27514

STUTTS ALLEN WAYNE
420 S GREENSBORO ST
CARRBORO, NC 27510

SUAYAH ISMAIL
234 STABLE RD
CARRBORO, NC 27510

SULLIVAN WALTER HJELT
249 HARVEY ST
PHILADELPHIA, PA 19144

SUTHERLAND JOEL T
111 RED SUNSET PL
CARRBORO, NC 27510

SWANN MATTHEW
103 SOUTH PEAK DR
CARRBORO, NC 275102471

SWARTWOUT GREGORY LEE
221 MAPLE AVE
CARRBORO, NC 27510

TATE JEFFREY D
1011 HIGHLAND WOODS ROAD
CHAPEL HILL, NC 27514

TAYLOR EDNA M
109 ROBERTS ST
CARRBORO, NC 275102323

THALER PETER L
108 PURPLE LEAF PL
CARRBORO, NC 27510

THOMAS JONATHAN
108 LANTERN WAY
CARRBORO, NC 27510

THOMPSON DAVID MICHAEL
114 S PEAK DR
CARRBORO, NC 27510

TICE LEWIS SETH
115 OLD PITTSBORO RD
CARRBORO, NC 27510

TIMMONS SANDRA A
120 SOUTH PEAK DR
CARRBORO, NC 27510

TOVELL CHRISTOPHER RALPH
TRUSTEE
106 PURPLE LEAF PLACE
CARRBORO, NC 27510

TRUE BLUE PROPERTIES LLC
712 MARKET ST
WILMINGTON, NC 28401

TSOLIS CHRIS S
107 S PEAK DR
CARRBORO, NC 27510

TUMLINSON KATHERINE
457 S GREENSBORO ST
CARRBORO, NC 27510

TYLER DARIN T
140 LINCOLN LN
CHAPEL HILL, NC 27516

UPCHURCH ELIZABETH
107 ROBERTS ST
CARRBORO, NC 27510

USINGER EMIL
219 MAPLE AVE
CARRBORO, NC 27510

VEASEY LARRY W
135 LANTERN WAY
CARRBORO, NC 27510

VOLOSHCHUK ROMANIYA ET AL
112 S PEAK DR
CARRBORO, NC 275102472

WALTER STEPHANIE L
204 PURPLE LEAF PL
Carrboro, NC 27510

WARNCKE MICHELLE R M
111 LANTERN WAY
CARRBORO, NC 27510

WESTMORELAND KATHERINE D
104 RED SUNSET PL
CARRBORO, NC 27510

WESTON JAMES KEITH
101 SOUTH PEAK DR
CARRBORO, NC 27510

WHITE DOUGLAS F
441 B OLD PITTSBORO RD
CARRBORO, NC 27510

WHITLEY SARAH T
140 WENTWORTH ST
CHAPEL HILL, NC 27516

WHITTIER COLEMAN
4901 BOULDER RUN RD
HILLSBOROUGH, NC 27278

WIDENHOUSE CONSTANCE E
1918 TRYON CT
CHAPEL HILL, NC 27517

WILEMAN JOHN
1420 GRAY BLUFF TRL
CHAPEL HILL, NC 27517

WILLIAMS EMMA MARIE
108 JOHNSON ST
CHAPEL HILL, NC 275162615

WILSON JOYCE L
105 ROBERTS ST
CARRBORO, NC 27510

WINKLER CHRIS EDWARD
109 OLD PITTSBORO RD
CARRBORO, NC 27510

WISSICK BRENT S
113 A PITTSBORO RD
CARRBORO, NC 27510

WOLFE HANNAH
111 OLD PITTSBORO RD
CARRBORO, NC 27510

WOODHILL NC LLC
PO BOX 4022
CHAPEL HILL, NC 27515

WORSLEY CONSTRUCTION
COMPANY INC
4 FALLING WATER DR
DURHAM, NC 27713

YOUNG BARBARA
1702 MICHAUX RD
CHAPEL HILL, NC 27514

YUE GANG
218 MAPLE AVE
CARRBORO, NC 27510

ZHOU HAIBO
703 KENSINGTON DR
CHAPEL HILL, NC 27514



TOWN OF CARRBORO

Planning Board

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MAY 4, 2023

Map Amendment to Modify the M-3-CZ District at 100, 101, 110, and 120 Two Hills Drive

Motion was made by Gaylord-Miles and seconded by Clinton that the Planning Board recommends that the Town Council approve the draft ordinance.

VOTE:

AYES: (8) Gaylord-Miles, Fray, Sinclair, Mangum, Poulton, Clinton, Kirkpatrick, Scales

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3) Amina, Peretin, Foushee

Associated Findings

By a unanimous show of hands, the Planning Board membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to the rezoning petition that would pose a conflict of interest.

Motion was made by Gaylord-Miles and seconded by Clinton that the Planning Board of the Town of Carrboro finds the proposed map amendment is consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly strategies relating to:

- **Affordable Housing**
The applicant has committed to provide 15% affordable units, and other units may contribute toward missing middle housing. Homes will be in high transit area in close proximity to downtown, and suitable for walking and biking. Applicable strategies: 2.1, 2.3, 3.3, 4.4.
- **Climate Action**
Inclusion of renewables, for residential units and inclusion of green building and site plan elements as part of original rezoning for South Green, including permeable pavement and other stormwater measures, strategy 3.1A.
- **Economic Development**
Strengthening business districts and commercial areas in Carrboro's neighborhoods, strategy 2.2.
- **Transportation & Mobility**
Strategies to identify sidewalks along development and design/construct, such as project 2.2
- **Land Use**
Encourage higher density along priority corridors such as Greensboro Street, strategy 4.1

The Planning Board furthermore finds that the above described amendment is reasonable and in the public interest because it uses a mechanism that allows rezonings to occur under very specific conditions so as to ensure compatibility with surrounding and proposed uses.

VOTE:

AYES: (8) Gaylord-Miles, Fray, Sinclair, Mangum, Poulton, Clinton, Kirkpatrick, Scales

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3) Amina, Peretin, Foushee

Adri Fey 5/8/2023
(Chair) (Date)
Vice
Chair



TOWN OF CARRBORO

Affordable Housing Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MAY 17, 2023

501 South Greensboro Street Conditional Rezoning to M-3-CZ

Motion was made by Lindsay Griffin and seconded by Heather Nash that the Affordable Housing Advisory Commission recommends that the Town Council approve the draft ordinance.

VOTE:

AYES: (3-Lindsay Griffin, Heather Nash, Betty Curry)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2- Amy Singleton, Bobby Funk)

Associated Findings

By a unanimous show of hands, the Affordable Housing Advisory Commission membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by Lindsay Griffin and seconded by Heather Nash that the Affordable Housing Advisory Commission of the Town of Carrboro finds the proposed map amendment is consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly strategies relating to:

- **Affordable Housing**
The applicant has committed to provide 15% affordable units, and other units may contribute toward missing middle housing. Homes will be in high transit area in close proximity to downtown, and suitable for walking and biking. Applicable strategies: 2.1, 2.3, 3.3, 4.4.
- **Climate Action**
Inclusion of renewables, for residential units and inclusion of green building and site plan elements as part of original rezoning for South Green, including permeable pavement and other stormwater measures, strategy 3.1A.
- **Economic Development**
Strengthening business districts and commercial areas in Carrboro's neighborhoods, strategy 2.2.
- **Transportation & Mobility**
Strategies to identify sidewalks along development and design/construct, such as project 2.2
- **Land Use**
Encourage higher density along priority corridors such as Greensboro Street, strategy 4.1

The Affordable Housing Advisory Commission furthermore finds that the above described amendment is reasonable and in the public interest because it uses a mechanism that allows rezonings to occur under very specific conditions so as to ensure compatibility with surrounding and proposed uses.

VOTE:

AYES: (3-Lindsay Griffin, Heather Nash, Betty Curry)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2- Amy Singleton, Bobby Funk)

(Chair)

(Date)



TOWN OF CARRBORO

Economic Sustainability Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

WEDNESDAY, MAY 10, 2023

501 South Greensboro Street Conditional Rezoning to M-3-CZ

Motion was made by Jim Porto and seconded by David Jessee that the Economic Sustainability Commission recommends that the Town Council approve the draft ordinance with an additional recommendation of removing the residential density cap.

VOTE:

AYES: (5)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3)

Associated Findings

By a unanimous show of hands, the Economic Sustainability Commission membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by Jim Porto and seconded by David Jessee that the Economic Sustainability Commission of the Town of Carrboro finds the proposed map amendment is consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly strategies relating to:

- **Affordable Housing**
The applicant has committed to provide 15% affordable units, and other units may contribute toward missing middle housing. Homes will be in high transit area in close proximity to downtown, and suitable for walking and biking. Applicable strategies: 2.1, 2.3, 3.3, 4.4.
- **Climate Action**
Inclusion of renewables, for residential units and inclusion of green building and site plan elements as part of original rezoning for South Green, including permeable pavement and other stormwater measures, strategy 3.1A.
- **Economic Development**
Strengthening business districts and commercial areas in Carrboro's neighborhoods, strategy 2.2.
- **Transportation & Mobility**
Strategies to identify sidewalks along development and design/construct, such as project 2.2
- **Land Use**
Encourage higher density along priority corridors such as Greensboro Street, strategy 4.1

The Economic Sustainability Commission furthermore finds that the above described amendment is reasonable and in the public interest because it uses a mechanism that allows rezonings to occur under very specific conditions so as to ensure compatibility with surrounding and proposed uses.

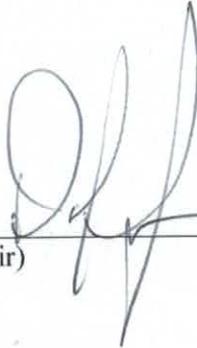
VOTE:

AYES: (5)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3)



(Chair) 5/19/23
(Date)

ARTICLE IX

ZONING DISTRICTS AND ZONING MAP

PART I. ZONING DISTRICTS

Section 15-141.4 Conditional Zoning Districts. (AMENDED 5/27/08; REWRITTEN 6/22/21)

(a) Conditional zoning districts are zoning districts in which the development and use of the property so zoned are governed by the regulations applicable to one of the conventional use zoning districts listed in the Table of Permissible Uses, as modified by the conditions and restrictions imposed as part of the legislative decision creating the district and applying it to the particular property. Accordingly, the following conditional zoning districts may be established:

R-20-CZ, R-15-CZ, R-10-CZ, R-7.5-CZ, R-3-CZ, R-2-CZ, R-R-CZ, R-S.I.R.-CZ, and R-S.I.R.-2-CZ

B-1(C)-CZ, B-1(G)-CZ, B-2-CZ, B-3-CZ, B-3-T-CZ, B-4-CZ, CT-CZ, O-CZ, O/A-CZ, M-1-CZ, M-2-CZ, M-3-CZ (AMENDED 4/27/10; 6/23/15; 10/23/18)

There may also be established a HR-CC-CZ zoning district, pursuant to the purpose statement and criteria described in Section 15-136.1.

(b) The conditional zoning districts authorized by this section may be applied to property only in response to a petition signed by all the owners of the property to be included within such district.

(c) Subject to the provisions of subsections (k), (l), and (n), the uses permissible within a conditional zoning district authorized by this section, and the regulations applicable to property within such a district, shall be those uses that are permissible within and those regulations that are applicable to the conventional use zoning district to which the conditional district corresponds, except as those uses and regulations are limited by conditions imposed pursuant to subsection (f) of this section. For example, property that is rezoned to a B-2-CZ district may be developed in the same manner as property that is zoned B-2, subject to any conditions imposed pursuant to subsection (d). (AMENDED 10/23/18)

- (1) Property that is zoned B-4-CZ may be developed for use classifications 1.231 (duplex, maximum 20% units > 3 bedrooms/dwelling unit), 1.241 (two family apartment, maximum 20% units > 3 bedrooms/dwelling unit), 1.321 (multi-family residences, maximum 20% units > bedrooms/dwelling unit and 1.331 (multi-family, maximum 20% units > 3 bedrooms/dwelling unit) 1 in addition to other uses permissible in the B-4 district, subject to a special use permit-A, and the following: (i) not more than 25% of the total land area covered in this district may be developed for such uses; and (ii) the area developed for such uses shall have a minimum of 1,500 square

Art. IX ZONING DISTRICTS AND ZONING MAP

feet per dwelling unit (except that applicable density bonuses shall apply).

- (2) Except as otherwise provided in this section, the uses that are permissible within a M-3-CZ district, and the regulations applicable to property within such a district shall be those uses and those regulations that would be applicable to any property zone M-1-CZ (i.e. excluding specific conditions made applicable to any property zoned M-1-CZ) with the addition of use 3.230.
- (3) Property that is zoned O/A-CZ shall be subject to all regulations applicable to the O/A district (including but not limited to the performance standards set forth in part I of Article XI), except as follows:
 - a. No area less than four contiguous acres and no more than a total of twenty-five (25) acres may be rezoned to the O/A-CZ.
 - b. Uses within the O/A-CZ district shall be limited to those where loading and unloading occurs during daylight hours only.
 - c. Buildings within the O/A-CZ district shall comply with the following standards:
 1. Exterior walls shall be constructed of materials commonly used on the exterior walls of single-family residences (such as brick, stone, wood or fabricated residential lap siding made of hardboard or vinyl).
 2. The pitch of the roof shall have a minimum vertical rise of one foot for every two feet of horizontal run.
 3. Windows shall be of a scale and proportion typically of single-family residences.

(d) When a rezoning petition for a conditional zoning district is submitted (in accordance with Article XX of this chapter), the application shall include a list of proposed conditions (which may be in the form of written statements, graphic illustrations, or any combination thereof) to be incorporated into the ordinance that rezones the property to the requested conditional zoning district. The rezoning petition for a VMU district, described in subsection 15-141.2(g)(1), shall include a master plan as a condition of the approval. **(AMENDED 10/25/16)**

(e) A rezoning petition may be submitted to allow use classification 3.260 Social Service Provider with Dining within a building of more than two stories or 35 feet in height. **(AMENDED 10/25/16)**

Art. IX ZONING DISTRICTS AND ZONING MAP

- (1) The petition shall include information that demonstrates that, if the project is completed as proposed, it:
 - a. Will not substantially injure the value of adjoining or abutting property; and
 - b. Will be in harmony with the area in which it is to be located. The manner in which a project is designed to accommodate additional building height including, but not limited to, scale, architectural detailing, compatibility with the existing built environment and with adopted policy statements in support of vibrant and economically successful and sustainable, mixed-use, core commercial districts shall be among the issues that may be considered to make a finding that a project is or is not in harmony with the area in which it is to be located. The applicant may use a variety of graphic and descriptive means to illustrate these findings; and
 - c. Will be in general conformity with the Comprehensive Plan, Land Use Plan, long range transportation plans, and other plans officially adopted by the Council. **(AMENDED 3/22/16, 10/25/16)**

- (2) All relative provisions of the Land Use Ordinance shall apply except to the extent that such provisions are superseded by the provisions of this section or any conditions incorporated into the conditional zoning district described in subsection (d) and (f). **(AMENDED 10/25/16)**

(f) The specific conditions proposed by the petitioner or the Town may be modified by the planning staff, advisory boards or Town Council as the rezoning application works its way through the process described in Article XX, but only those conditions mutually approved by the Town and consented to by the petitioner in writing may be incorporated into the zoning regulations. Unless consented to by the petitioner in writing, the town may not require, enforce, or incorporate into the zoning regulations any condition or requirement not authorized by otherwise applicable law, including, without limitation, taxes, impact fees, building design elements within the scope of G.S. 160D-702(b), driveway-related improvements in excess of those allowed in G.S. 136-18(29) and G.S. 160A-307, or other unauthorized limitations on the development or use of land. Conditions and site-specific standards imposed in a conditional district shall be limited to those that address the conformance of the development and use of the site to the requirements of this chapter, or the impacts reasonably expected to be generated by the development or use of the site.

(g) Except as allowed under minor modifications below, all changes to conditional zoning districts are major amendments and shall follow the same process as for the original approval as described in this section and in Article XX. Changes to conditional zoning districts may also require amendments or modifications to associated special use permits, zoning permits or sign permits for the development as pursuant to Section 15-64.

Art. IX ZONING DISTRICTS AND ZONING MAP

- (1) Minor modifications in conditional zoning districts may be reviewed and approved administratively subject to the following limitations:

The minor modification:

- a. Does not involve a change in uses permitted or the density overall of the development permitted;
 - b. Is a limited minor change that does not have a substantial impact on neighboring properties, the general public, or those intended to occupy or use the proposed development, such as, without limitation, a minor adjustment to internal road or parking configuration, a minor adjustment to building location, or a minor adjustment to internal tree screening or other landscaping, or a minor adjustment to utility location;
 - c. Does not increase the impacts generated by the development on traffic, stormwater runoff, or similar impacts beyond what was projected for the original development approval;
 - d. Meets all other applicable conditions of the rezoning; and
 - e. Meets all other ordinance requirements.
- (2) For a conditional zoning district applicable to multiple parcels, the owners of individual parcels may apply for a minor modification or major amendment so long as the change would not result in other properties failing to meet the terms of the conditions. Any approved changes shall only be applicable to those properties who owners petition for the change.

(h) A decision on a minor modification may be appealed to the Board of Adjustment as an administrative determination as provided for in subsection 15-93.1. An application for a minor modification does not preclude an applicant from seeking a variance from the Board of Adjustment.

(i) All uses that are permissible in the conditional zoning district shall require the issuance of the same type of permit that such use in the corresponding conventional use district would ordinarily require (according to the Table of Permissible Uses), i.e. a special use permit-A, special use permit-B, or zoning permit.

(j) Notwithstanding the foregoing, all uses that are permissible in the B-4-CZ zoning district and M-3-CZ zoning district shall require the issuance of a special use permit-A. **(AMENDED 10/23/18)**

(k) Notwithstanding the foregoing, in approving a rezoning to a B-1(g) – CZ zoning district, the Town Council may authorize the property so zoned to be developed at a higher level

Art. IX ZONING DISTRICTS AND ZONING MAP

of residential density than that otherwise permissible in B-1(g) zoning districts under Section 15-182 if the rezoning includes conditions that provide for site and building elements that will create a more vibrant and successful community. Site and building elements are intended to be selected from at least three of the following seven areas: stormwater management, water conservation, energy conservation, on-site energy production, alternative transportation, provision of affordable housing, and the provision of public art and/or provision of outdoor amenities for public use. Conditions that may be included to meet the above stated objective include but shall not be limited to the following: **(AMENDED 11/9/11)**

- (1) Reduction in nitrogen loading from the site by at least 8% from the existing condition, as determined by the North Carolina Stormwater Nitrogen and Phosphorus (SNAP) Tool.
- (2) Energy performance in building requirements to meet one or more of the following.
 - a. Achieve 40% better than required in the Model Energy Code, which for NC, Commercial is ASHRAE 90.1-2004-2006 IECC equivalent or better, and Residential is IECC 2006, equivalent or better).
 - b. “Designed to Earn the Energy Star” rating.
 - c. Architecture 2030 goal of a 50 percent fossil fuel and greenhouse gas emission reduction standard measured from the regional (or country) average for that building type.
 - d. AIA goals of integrated, energy performance design, including resource conservation resulting in a minimum 50 percent or greater reduction in the consumption of fossil fuels used to construct and operate buildings.
 - e. LEED certification to achieve 50% CO2 emission reduction, or LEED silver certification
 - f. US Conference of Mayors fossil fuel reduction standard for all new buildings to carbon neutral by 2030.
 - g. Specific energy saving features, including but not limited to the following, are encouraged.
 - i. Use of shading devices and high performance glass for minimizing heating and cooling loads
 - ii. Insulation beyond minimum standards;
 - iii. Use of energy efficient motors/HVAC;
 - iv. Use of energy efficient lighting;
 - v. Use of energy efficient appliances
 - vi. LED or LED/Solar parking lot lighting (50-100% more efficient).
 - vii. Active and passive solar features.
- (3) Provision of onsite facilities (e.g. solar, wind, geothermal) that will provide 5% of electricity demand associated with the project.

Art. IX ZONING DISTRICTS AND ZONING MAP

- (4) Use of harvested rainwater for toilet flushing.
- (5) Parking lot meets the standard for a “green” parking lot, per the EPA document Green “Parking Lot Resource Guide.”
- (6) Inclusion of Low Impact Development features.
- (7) Provision of covered bike parking sufficient to provide space for one space per every two residential units.
- (8) Provision of a safe, convenient, and connected internal street system or vehicle accommodation area designed to meet the needs of the expected number of motor vehicle, bicycle, pedestrian, and transit trips.
- (9) Inclusion of at least one (1) parking space for car sharing vehicles.
- (10) Provision of public art and/or outdoor amenities for public use.
- (11) Use of surface materials that reflect heat rather than absorb it.
- (12) Use of devices that shade at least 30% of south-facing and west-facing building facades.
- (13) Provision of affordable housing in accordance with Town policy.

(l) If a B-1(g) – CZ zoning district is created and, pursuant to subsection (k) of this section, a higher level of residential density than that otherwise permissible in B-1(g) zoning districts is approved for that district, then it shall be a requirement of such district that at least twenty percent (20%) of the total leasable or saleable floor area within all buildings located within such zoning district shall be designed for non-residential use. Occupancy permits may not be given for residential floor area if doing so would cause the ratio of residential floor area for which an occupancy permit has been issued to non-residential floor area for which an occupancy permit has been issued to exceed four to one (4:1). **(AMENDED 11/9/11)**

(m) For property that is zoned B-4-CZ, the Town Council may approve a special use permit-A that authorizes the tract to be divided into two or more lots, so long as (i) the application for the special use permit-A contains sufficient information to allow the Town Council to approve (and the Council does approve) such subdivision (including without limitation the street system, stormwater control system, open spaces, and all other common areas and facilities outside the boundaries of the subdivided lots) as well as the development of at least one of the lots within the subdivided tract, all in accordance with the applicable standards and requirements of this chapter (i.e. The subdivision and development of such lot(s) require no further review by the Council); and (ii) the application specifies (as a proposed condition on the CUP) the use or uses, maximum height, and maximum floor area of any structure(s) allowed on each lot for which the application does not provide sufficient information to allow development approval by the Council.(Amended 10/23/18)

Art. IX ZONING DISTRICTS AND ZONING MAP

- (1) Notwithstanding the provisions of subsection 15-64(d), with respect to lots for which the application for a special use permit-A for the entire tract does not provide sufficient information to allow development approval of such lots by the Council, the Council shall specify (by way of a condition upon the special use permit-A) whether development approval of such lots shall be regarded as an insignificant deviation or a minor modification, or shall require a new application. In making this determination, the Council shall consider the extent to which the initial special use permit-A imposes limitations on the use and design of each such lot beyond the minimum requirements of this section. The Council's determination as to the type of approval of such lots shall apply only to applications that are consistent with the permit previously approved by the Council. Such applications may be submitted by persons who have an interest (as described in Section 15-48) only in such lots, rather than the developer of the entire tract zoned B-4-CZ.
 - (2) Except as provided in subdivision (1) above, the provisions of Section 15-64 and Subsection 15-141.4 shall apply to proposed changes to a special use permit-A issued in connection with a B-4-CZ rezoning.
- (n) For property that is zoned M-3-CZ, pursuant to subsection 15-141.4(c)(2) the following provisions shall apply.
- (1) If the Town Council concludes that a proposed development of property zoned M-3- CZ will contain site and building elements that will create a more vibrant and successful community and provide essential public infrastructure, the Council may approve a special use permit-A that allows up to a specified maximum percentage of the gross floor area of the development to be devoted to any combination of uses 8.100, 8.200, 8.500, 8.600, and 8.700. The specified maximum percentage of the gross floor area of the development that may be devoted to such uses shall be proportional to the extent to which the development provides site and building elements that exceed the basic requirements of this ordinance. Such site and building elements are intended to be selected from the following five areas: stormwater management and water conservation; substantial transportation improvement and alternative transportation enhancement; on-site energy production and energy conservation; creation of new and innovative light manufacturing operations; and the provision of public art and/or provision of outdoor amenities for public use.
 - (2) The following relationships between site and building elements and uses are hereby deemed to satisfy the standard set forth in subdivision (1) of this subsection: (i) up to fifteen percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of uses 8.100, 8.200, 8.500, 8.600, and 8.700 if the development includes at

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least fifteen percent of the examples of performance measures from the five areas of site and building element categories set forth below; (ii) up to thirty percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of the foregoing uses if the development includes at least thirty percent of the examples of performance measures from the five areas of site and building element categories set forth below; and (iii) up to forty percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of the foregoing uses if the development includes at least forty percent of the examples of performance measures from the five areas of site and building element categories set forth below. In addition, the Council may allow up to forty percent of a development approved pursuant to this section to be devoted to any combination of the foregoing uses if it concludes that the development will be making a substantial enough investment in one or more of the performance measures listed below to satisfy the standard set forth in subdivision (1) of this subsection.

Performance Measures

Site and Building Element Categories	Examples of Performance Measures
Stormwater management and Water conservation	1) Substantial stormwater retrofits 2) Reduction in nitrogen loading from the site by at least 8 percent from the existing condition, as determined by the Jordan Lake Accounting Tool
Substantial transportation improvement and Alternative transportation enhancement	3) Provision of a safe, convenient, and connected internal street system or vehicle accommodation area designed to meet the needs of the expected number of motor vehicle, bicycle, pedestrian, and transit trips 4) Substantial improvement to public infrastructure, such as enhanced bicycle and pedestrian paths, or access to transit 5) Construction of substantially improved site entrance, intersection
On-site energy production and energy conservation	6) Meets or exceeds standards for LEED Gold certification 7) Installation of active and passive solar features such as sufficient solar arrays to account for 50 percent or more of the electrical usage for the property 8) Use of harvested rainwater for toilet flushing

Art. IX ZONING DISTRICTS AND ZONING MAP

	<p>9) Use of devices that shade at least 30 percent of south-facing and west-facing building elevations</p> <p>10) Use of low emissivity (low-e²) windows along south-facing and west-facing building elevations</p> <p>11) Installation of attic insulation that exceeds the current building code R-value rating by 35 percent or greater</p> <p>12) Use of geothermal heat system to serve the entire complex</p> <p>13) Use of LED fixtures for parking and street lights</p> <p>14) Meets the Architecture 2030 goal of a 50 percent fossil fuel and greenhouse gas emission reduction standard, measured from the regional (or country) average for that building type or the US Conference of Mayors fossil fuel reduction standard for all new buildings to carbon neutral by 2030</p>
Creation of new and innovative light manufacturing operations	<p>15) The development of clean, innovative light manufacturing operation(s) that creates employment for a more than ten workers</p> <p>16) Incorporates technologies to reduce production waste by 50 percent or more</p>
The provision of public art and/or provision of outdoor amenities for public use	<p>17) Outdoor amenities such as major public art</p> <p>18) Amphitheatre or outdoor theater, outdoor congregating/gathering area</p> <p>19) Outdoor eating facilities</p> <p>20) Outdoor tables with game surfaces, etc.</p>

- (3) In approving a special use permit-A for a development of infill property zoned M-3-CZ, the Council may allow deviations from the otherwise applicable standards relating to public streets as follows:
- a. The Council may approve a curb and gutter street having a right-of-way of not less than 50 feet, travel lanes of not less than 11 feet, divided by a raised concrete median, with a two foot planting strip and a five foot sidewalk if the development provides a separate ten-foot wide paved bike path or shared-use path that constitutes a satisfactory alternative to a bike lane with the street right-of-way if the applicant can demonstrate that the proposed road will provide the functional equivalent to the required street classification standard for all modes of travel from the point of origin to the terminus at the property boundaries.

Art. IX ZONING DISTRICTS AND ZONING MAP

- b. The Council may approve a street lighting system consisting of LED lights on 15 foot poles if satisfactory arrangements are made to ensure that all costs associated with the installation, operation, and maintenance of such poles and lights are borne by the developer or the developer's successor, and not the Town.
- c. The Council may approve a street tree planting plan that provides for the installation of fewer 6" caliper trees rather than the planting of more numerous 2" caliper trees required by Section 15-316.

PART II. ZONING MAP**Section 15-142 Official Zoning Map.**

(a) There shall be a map known and designated as the Official Zoning Map, which shall show the boundaries of all zoning districts within the town's planning jurisdiction. This map shall be drawn on acetate or other durable material from which prints can be made, shall be dated, and shall be kept in the planning department.

(b) The Official Zoning Map dated April 1973 is adopted and incorporated herein by reference. Amendments to this map shall be made and posted in accordance with Section 15-143.

(c) Should the Official Zoning Map be lost, destroyed, or damaged, the administrator may have a new map drawn on acetate or other durable material from which prints can be made. No further authorization or action is required so long as no district boundaries are changed in this process.

Section 15-143 Amendments to Official Zoning Map. (AMENDED 4/27/10; 10/26/10; 9/24/13)

(a) Amendments to the Official Zoning Map are accomplished using the same procedures that apply to other amendments to this chapter, as set forth in Article XX.

(b) The administrator shall update the Official Zoning Map as soon as possible after amendments to it are adopted by the Town Council. Upon entering any such amendments to the map, the administrator shall change the date of the map to indicate its latest revision. New prints of the updated map may then be issued.

(c) No unauthorized person may alter or modify the Official Zoning Map.

(d) The planning department shall keep copies of superseded prints of the zoning map for historical reference.

Section 15-143.4 Downtown Neighborhood Protection Overlay District. (AMENDED 8/23/05)

(a) There is hereby created a Downtown Neighborhood Protection (DNP) Overlay District. The purpose of this district is to establish special height, setback, and design requirements applicable to lots in certain commercially zoned downtown areas where such lots abut or are directly across the street from residentially zoned properties.

(b) Because the DNP district is an overlay district, properties within this district are subject to the regulations applicable to the underlying district except as those regulations are modified or superseded by the requirements of the DNP district. The requirements of the DNP district are set forth in Section 15-185.1 of this chapter.

Section 15-143.5 Lloyd/Broad Overlay District. (AMENDED 6/26/2018)

ARTICLE XX

AMENDMENTS

Section 15-320 Amendments in General.

(a) Amendments to the text of this chapter or to the zoning map or to the comprehensive plan may be made in accordance with the provisions of this article, or in the case of non-substantive editorial changes, may be made administratively by the planning director, as described in Section 15-38 of this ordinance. **(AMENDED 9/01/87; 6/22/21)**

(b) The term “major map amendment” shall refer to an amendment that addresses the zoning district classification of five or more tracts of land in separate ownership or any parcel of land (regardless of the number of lots or owners) in excess of fifty acres. All other amendments to the zoning district map shall be referred to as “minor map amendments.”

(c) All properties within the University Lake Watershed are zoned WR, B-5, WM-3 or C. As provided in Subsection 15-137(b), no additional areas may be rezoned WM-3 or B-5, and no areas within the University Lake Watershed may be rezoned to any classification other than WR, or C. **(AMENDED 10/15/96)**

(d) The regulations applicable to the watershed districts do, and all amendments to these regulations shall, comply with the water supply watershed protection rules promulgated by the State pursuant to G.S. section 143-214.5. Copies of all amendments to section 15-266 shall be sent to the Department of Environmental Quality (DEQ), Division of Water Resources and the Environmental Management Commission (EMC). **(AMENDED 10/15/96; 6/22/21)**

Section 15-321 Initiation of Amendments.

(a) Whenever a request to amend this chapter is initiated by the Town Council, the planning board, the board of adjustment, other town advisory board, or the town administration, the town attorney in consultation with the planning staff shall draft an appropriate ordinance and present that ordinance to the Town Council so that a date for a public hearing may be set.

(b) Any other person may also petition the Council to amend this chapter. The petition shall be filed with the planning department and shall include, among the information deemed relevant by the planning department:

- (1) The name, address, and phone number of the applicant. If a change in zoning district classification to a less dense development density is proposed, the name, address, phone number and signature of all property owners consent to the application is required. Applications for down-zoning shall not be considered unless all the property owners consent to the application. **(AMENDED 6/22/21)**

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- (2) A description of the land affected by the amendment if a change in zoning district classification is proposed.
- (3) Stamped envelopes containing the names and addresses of all those to whom notice of the public hearing must be sent as provided in Section 15-323.
- (4) A description of the proposed map change or a summary of the specific objective of any proposed change in the text of this chapter.
- (5) A concise statement of the reasons why the petitioner believes the proposed amendment would be in the public interest.

(b1) If a change in zoning district classification is proposed, the petitioner shall hold at least one neighborhood information meeting on the application. A mailing is required in accordance with the standards in 15-323(c). **(AMENDED 6/22/21)**

- (c) Upon receipt of a petition as provided in (b), the planning staff shall either:
- (1) Treat the proposed amendment as one initiated by the town administration and proceed in accordance with subsection (a) if it believes that the proposed amendment has significant merit and would benefit the general public interest; or
 - (2) Forward the petition to the Council with or without written comment for a determination of whether an ordinance should be drafted and a public hearing set in accordance with subsection (d).

(d) Upon receipt of a proposed ordinance as provided in subsection (a), the Council may establish a date for a public hearing on it. Upon receipt of a petition for an ordinance amendment as provided in subsection (b), the Council may summarily deny the petition or set a date for a public hearing on the requested amendment and order the attorney, in consultation with the planning staff, to draft an appropriate ordinance. In accordance with G.S. 160D-601(d), petitions for proposed map changes that would result in a downzoning of property shall only be initiated by the owners of the property or the Town. (See subsection (b)(1) above.) **(AMENDED 6/22/21)**

Section 15-322 Planning Board and Other Advisory Consideration of Proposed Amendments.

(a) If the Council sets a date for a public hearing on a proposed amendment, it shall also refer the proposed amendment to the planning board for its consideration and may refer the amendment to the appearance commission if community appearance is involved, and may refer the amendment to the transportation advisory board if the amendment involves community transportation issues, and may refer the amendment to the environmental advisory board if the amendment involves community environment issues, and may refer the amendment to the affordable housing advisory commission if the amendment involves an affordable housing issue, and may refer the amendment to the economic sustainability commission if the amendment

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involves an economic development issue or any other board if the amendment involves an issue of which the board has expertise. **(AMENDED 9/19/95; REWRITTEN 2/25/14; AMENDED 6/25/19; 6/22/21).**

(b) The planning board shall advise and comment on whether the proposed amendment is consistent with the Comprehensive Plan, Land Use Plan, long-range transportation plans, or other applicable plans officially adopted by the Town Council. The planning board shall provide a written recommendation to the Town Council that addresses plan consistency and other matters as deemed appropriate by the planning board. If no written report is received from the planning board within 30 days of referral of the amendment to that board, the Town Council may proceed in its consideration of the amendment without the planning board report. **(AMENDED 10/24/06; 6/22/21)**

(c) A comment by the planning board that a proposed amendment is inconsistent with the Comprehensive Plan, Land Use Plan, long-range transportation plans or other officially adopted plan shall not preclude consideration or approval of the proposed amendment by the Town Council, and the Town Council is not bound by the recommendations of the planning board. **(AMENDED 10/24/06; 6/22/21)**

(d) A member of the planning board and any other advisory committee that provides direct advice to the Town Council (i.e. it does not report to the planning board) shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship. **(AMENDED 10/24/06; 6/22/21)**

Section 15-323 Hearing Required: Notice.

(a) No ordinance that amends any of the provisions of this chapter may be adopted until a public hearing has been held on such ordinance.

(b) The planning staff shall publish a notice of the public hearing on any ordinance that amends the provisions of this chapter once a week for two successive weeks in a newspaper having general circulation in the Carrboro area. The notice shall be published for the first time not less than ten days nor more than twenty-five days before the date fixed for the hearing. This period is to be computed in accordance with G.S. section 160D-601(a), which provides that the date of publication is not counted but the date of the hearing is. **(AMENDED 6/22/21)**

(c) With respect to all map amendments, the planning staff shall mail, by first class mail, written notice of the public hearing to the record owners of all properties whose zoning classification is changed by the proposed amendment as well as the owners of all properties any portion of which is abutting the property rezoned by the amendment, including property separated by a street right of way, railroad or other transportation corridor and any other property that is within 1000 feet of the property rezoned by the amendment. For purposes of this section the term “owners” shall mean the persons shown as owners on Orange County’s computerized land records system. The planning staff

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shall also make reasonable efforts to mail a similar written notice to the non-owner occupants of residential rental property located within 1,000 feet of the lot that is the subject of the rezoning. The notices required by this subsection shall be deposited in the mail at least 10 but not more than 25 days prior to the date of the public hearing. If the rezoning map amendment is being proposed in conjunction with an expansion of municipal extraterritorial planning and development regulation jurisdiction under G.S. 160D-202, a single hearing on the zoning map amendment and the boundary amendment may be held. In this instance, the initial notice of the zoning map amendment hearing may be combined with the boundary hearing notice and the combined hearing notice mailed at least 30 days prior to the hearing. The staff member mailing such notices shall certify to the council that the notices have been mailed, and such certificate shall be deemed conclusive in the absence of fraud. **(AMENDED 10/12/82; 1/22/85; 10/1/85; 4/15/97; 3/26/02; 6/22/21)**

(d) The first class mail notice required under subsection (c) of this section shall not be required if the zoning map amendment directly affects more than 50 properties, owned by a total of at least 50 different property owners, and the Town elects to use the expanded published notice provided for in this subsection. In this instance, the Town may elect to either make the mailed notice provided for in subsection (c) of this section or may, as an alternative, elect to publish notice of the hearing as required by G.S. section 160D-602(b), but provided that each advertisement shall not be less than one-half (1/2) of a newspaper page in size. The advertisement shall only be effective for property owners who reside in the area of general circulation of the newspaper which publishes the notice. Property owners who reside outside of the newspaper circulation area, according to the address listed on the most recent Orange County property tax listing for the affected property, shall be notified according to the provisions of subsection (c) of this section. **(AMENDED 10/24/06; 6/22/21)**

(e) For proposed zoning map amendments, the planning staff shall prominently post a notice of the public hearing on the site proposed for a rezoning or an adjacent public street or highway right-of-way at least 10 but not more than 25 days prior to the date of the public hearing. When multiple parcels are included within a proposed zoning map amendment, a posting on each individual parcel is not required, but the planning staff shall post sufficient notices to provide reasonable notice to interested persons. **(AMENDED 6/22/21)**

(f) The planning staff shall take any other action deemed by the Planning Department to be useful or appropriate to give notice of the public hearing on any proposed amendment.

(g) The notice required or authorized by this section (other than the posted notice required by subsection (e)) shall: **(AMENDED 11/24/09)**

- (1) State the date, time, and place of the public hearing.
- (2) Summarize the nature and character of the proposed change.
- (3) If the proposed amendment involves a change in zoning district classification, reasonably identify the property whose classification would be affected by the amendment.

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- (4) State that the full text of the amendment can be obtained from the town clerk.
- (5) State that substantial changes in the proposed amendment may be made following the public hearing.

(h) The planning staff shall make every reasonable effort to comply with the notice provisions set forth in this section. However, it is the Council's intention that the notice requirements set forth in this section that are not required by state law shall not be regarded as mandatory, and therefore a failure to comply with such requirements shall not render any amendment invalid. **(AMENDED 11/24/09)**

(i) Except for a town-initiated zoning map amendment, when an application is filed to request a zoning map amendment and that application is not made by the owner of the parcel of land to which the amendment would apply (regardless of how the staff treats the proposed amendment under subsection 15-321(c)), the applicant shall certify to the Town Council that the owner of the parcel of land as shown on the county tax listing has received actual notice of the proposed amendment and a copy of the notice of public hearing. The person or persons required to provide notice shall certify to the Town Council that proper notice has been provided in fact, and such certificate shall be deemed conclusive in the absence of fraud. **(AMENDED 11/24/09)**

(j) Actual notice of the proposed amendment and a copy of the notice of public hearing required under subsection 15-323(i) of this section shall be by any manner permitted under G.S. section 1A-1, Rule 4(j). If notice cannot with due diligence be achieved by personal delivery, registered or certified mail, or by a designated delivery service authorized pursuant to 26 U.S.C. § 7502(f)(2), notice may be given by publication consistent with G.S. section 1A-1, Rule 4(j1). This subsection applies only to an application to request a zoning map amendment where the application is not made by the owner of the parcel of land to which the amendment would apply. This subsection does not apply to a town-initiated zoning map amendment. **(AMENDED 11/24/09)**

Section 15-324 Council Action on Amendments. **(AMENDED 10/24/06)**

(a) At the conclusion of the public hearing on a proposed amendment, the Council may proceed to vote on the proposed ordinance, refer it to a committee for further study, or take any other action consistent with its usual rules of procedure.

(b) The Council is not required to take final action on a proposed amendment within any specific period of time, but it should proceed as expeditiously as practicable on petitions for amendments since inordinate delays can result in the petitioner incurring unnecessary costs.

(c) Voting on amendments to this chapter shall proceed in the same manner as on other ordinances, subject to Section 2-15 of the Town Code.

(d) When adopting or rejecting any zoning or text amendment, the Council shall adopt a statement describing whether the action is consistent or inconsistent with an adopted comprehensive plan, which shall not be subject to judicial review. **(AMENDED 2/6/2018;**

REWRITTEN 6/22/21)

- (1) If the amendment is adopted and the action was deemed inconsistent with the adopted plan, the zoning amendment shall have the effect of also amending any future land use map in the approved plan, and no additional request or application for a plan amendment shall be required.
- (2) A plan amendment and zoning amendment may be considered concurrently.
- (3) If a zoning map amendment qualifies as a “large-scale rezoning” under G.S. section 160D-602(b), the Council’s statement describing plan consistency may address the overall rezoning and describe how the analysis and policies in the relevant adopted plans were considered in the action taken.

(d1) When adopting or rejecting any petition for a zoning map amendment the Council shall adopt a statement explaining the reasonableness of the proposed rezoning. The statement of reasonableness may consider, among other factors: (i) the size, physical conditions, and other attributes of any area proposed to be rezoned; (ii) the benefits and detriments to the landowners, the neighbors, and the surrounding community; (iii) the relationship between the current actual and permissible development and the development permissible under the proposed amendment, (iv) why the action taken is in the public interest; and (v) any changed conditions warranting the amendment. If a zoning map amendment qualifies as a “large-scale rezoning” under G.S. section 160D-602(b), the statement on reasonableness may address the overall rezoning.

(e) A Council member shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. A Council member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship. (See also Carrboro Town Code Section 2-35). **(REWRITTEN 6/22/21)**

Section 15-325 Ultimate Issue Before Council on Amendments.

In deciding whether to adopt a proposed amendment to this chapter, the central issue before the Council is whether the proposed amendment advances the public health, safety or welfare. All other issues are irrelevant, and all information related to other issues at the public hearing may be declared irrelevant by the mayor and excluded. In particular, when considering proposed minor map amendments:

- (1) Except when the request is to rezone property to a conditional zoning district, the Council shall not consider any representations made by the petitioner that, if the change is granted, the rezoned property will be used for only one of the possible range of uses permitted in the requested classification. Rather, the Council shall consider whether the entire range of permitted uses in the requested classification is more

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appropriate than the range of uses in the existing classification. **(AMENDED 05/25/99; 05/27/08)**

- (2) The Council shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed change on the public at large.

Section 15-326 Citizen Comments on Zoning Map and Text Amendments. (AMENDED 10/24/06, REWRITTEN 12/6/16; 6/22/21).

The Town of Carrboro Land Use Ordinance may from time to time be amended, supplemented, changed, modified or repealed. If any resident or property owner in the Town submits a written statement regarding a proposed amendment, modification or repeal to a zoning regulation including a text or map amendment that has been properly initiated as provided in G.S. 160D-601, to the Clerk of the Town Council at least two (2) business days prior to the proposed vote on such change, the Clerk to the Council shall deliver such written statement to the Council. If the proposed change is the subject of a quasi-judicial proceeding under G.S. section 160D-705 or any other statute, the Clerk shall provide only the names and addresses of the individuals providing written comment, and the provision of such names and addresses to all members of the Council shall not disqualify any member of the Council from voting. Written statements submitted in connection with a quasi-judicial proceeding may be admitted into evidence at such a proceeding if the Council determines that such statements are admissible under the N.C. Rules of Evidence in the proceeding. (Amended 12-6-16; and enacted pursuant to a Resolution in Opposition to the General Assembly's Repeal of Statutory Authority for Qualified Protest Petitions to Trigger a Super Majority Vote for Certain Zoning Map Amendments, dated 12-6-16).

Racial Equity Pocket Questions – Request for Map Amendment to M-3-CZ District, 101, 110, and 120 Two Hills Drive (South Green) South Green

What are the racial impacts?

This map amendment allows South Green to add residential uses on the site on Lot 2. Adding residential units to South Green provides diverse housing not only close to the nearby existing businesses (including restaurants and medical facilities), but also creates 57 new units close to transit (the J Bus and Roberson Bike Path) and close to downtown Carrboro. South Green is not in a qualified census tract (QCT) however it is adjacent to one to the west. Its commercial resources serve nearby residents, and diversifying housing in the area will provide economic benefit to the businesses at South Green and downtown, of which some are BIPOC-owned. Development at South Green could in the mid- to long-term prompt considerations by adjacent property owners to redevelop more densely, which could affect existing residents in the QCT.

Who is or will experience burden?

Short-term burden will be experienced by nearby residents and businesses due to noise and other inconveniences from construction of the Lot 2. Long-term, additional residential density could increase pedestrian traffic along Purple Leaf Place and in the Roberson Place Neighborhood. Proximity to the Roberson bike path connecting downtown, and the creation of recreational amenities for the South Green resident seek to address this. Unintended economic consequences are noted at the end of this document.

Who is or will experience benefit?

Current residents and businesses in and around South Green will see expanded commercial space for local businesses, new urban amenities, improved bicycle-pedestrian connections from South Greensboro to the Roberson Bike Path, and further use of the J Bus route (helping to maintain its level service). While the businesses for this last portion of South Green have not been selected, existing businesses reflect a mixture of resources and purposes that stand to benefit residents of the complex, neighbors, and visitors. The creation of 57 new units could benefit low- to moderate-income residents of Carrboro. Currently the developer has opted to create size-limited units, which at the market rate but are competitively affordable due to their smaller size. The Town will keep working to pursue affordability through additional provisions. Size-limited units still provide benefit the area by diversify housing types.

What are the root causes of inequity?

On a national scale, the historical investment in single family zoning has contributed to disparities in wealth, resource accessibility, and quality of living along racial lines. While the Town does not have single family zoning districts and has offered mixed use zoning and diverse housing options for over sixty years, continuing to create diverse housing helps to diminish racial and economic inequities that new or existing residents face due to structural and institutional racism.

What might be the unintended consequences of this action or strategy?

One unintended consequence of approving the map amendment is that the Town may not come to an agreement about affordable units beyond those that are size-limited. South Green is located across from the Rocky Brook Mobile Home Park and other R-7.5 zoning districts. The Town has proactively worked to protect existing mobile home parks; however the addition of new residential units and commercial floor space increases the value of land and could incentivize nearby properties to sell the land and redevelop differently/more densely. These redevelopments can have economic impacts along racial lines, contribute to gentrification, and negate some of the potential benefits discussed above.



Agenda Item Abstract

File Number: 23-171

Agenda Date: 5/23/2023
In Control: Town Council
Version: 1

File Type: Agendas

Quasi-Judicial Public Hearing for Jade Creek Architecturally Integrated Subdivision Special Use Permit-A at 8522 Old NC 86

PURPOSE: The purpose of this agenda item is for Town Council to hold a quasi-judicial public hearing for consideration of a Special Use Permit-A request for property at 8522 Old NC 86

DEPARTMENT: Planning Department

CONTACT INFORMATION: Marty Roupe, Development Review Administrator, 919-918-7333,
mroupe@carrboronc.gov <<mailto:mroupe@carrboronc.gov>>

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Land Use Ordinance

Development applications should be reviewed in the context of any appropriate and applicable information contained within the Carrboro Connects Comprehensive Plan.

INFORMATION: Jade Creek is a proposed major subdivision of approximately 36 acres of land along Old NC 86. If approved, the developer will be allowed to create 72 new lots, each intended for a single-family home. New public roads and sidewalks, stormwater treatment features, recreation facilities including a playfield, and other amenities will be added to the site as well. More details about the proposed project are included in the staff report, included as Attachment A.

FISCAL IMPACT: The applicant has paid all fees associated with the review and related to the public hearing.

RECOMMENDATION: Town staff recommends that Town Council open and conduct a quasi-judicial public hearing for the Special Use Permit-A application, and consider whether to approve, deny, or approve with conditions. Conditions recommended by staff are included at the end of the staff report (Attachment A) and in the Staff and Advisory Boards Recommendations Summary Sheet, included as Attachment G.

STAFF REPORT

TO: Town Council

DATE: Tuesday, May 23, 2023

PROJECT: Jade Creek Architecturally Integrated Subdivision (AIS)
Special Use Permit-A

APPLICANT : KB Home
4506 S Miami Boulevard
Suite 100A
Durham, NC 27703

PURPOSE: To acquire a Special Use Permit-A for the construction of a
72 lot single family residential subdivision

EXISTING ZONING: R-20.

TAX MAP NUMBER: 9860-81-0089

LOCATION: 8522 Old NC 86

TRACT SIZE: 36.7 acres, approximately 1,598,590 sf

EXISTING LAND USE: Vacant

PROPOSED LAND USE: 1.110 Residential, Single Family Detached, One dwelling
unit/lot

SURROUNDING
LAND USES: North: R-R; *single-family residential*
South: R-R; *single-family residential*
West: R-R; *Old NC 86*
East: R-20; *single-family residential*

ZONING HISTORY: R-20 Since 1980

EXECUTIVE SUMMARY

Jade Creek is a proposed major subdivision of approximately 36 acres of land along Old NC 86. If approved, the developer will be allowed to create 72 new lots, each intended for a single-family home. New public roads and sidewalks, stormwater treatment features, recreation facilities including a playfield, and other amenities will be added to the site as well. The main entrance to the subdivision will be a new road connecting to Old NC 86, and a road connects to an existing road in the adjacent Lake Hogan Farms subdivision on the east side of the property as well. The development will include an affordable housing component consisting of homes constructed in the subdivision along with a payment in lieu provided to the town's Affordable Housing Special Revenue Fund. A minimum of 40% of the land must be set aside as common open space and a tree canopy of at least 40% must be left in place by way of existing vegetation and / or planting of new trees.

Additional details regarding the project are included in each respective section below.

ANALYSIS

Background, Concept Plan

Background

KB Home has submitted an application for the construction of a 72 lot Architecturally Integrated Subdivision residential development located at Old NC 86 (see Attachment B).

The Special Use Permit-A, if approved, would allow the creation of a 72 lot residential subdivision, with common shared open spaces, recreation amenities and supporting infrastructure.

The subject property is zoned R-20 and is about 36.7 acres in size. The subject parcel is identified by Orange County PIN 9860-81-0089. For a vicinity map, see cover sheet of Attachment B.

Concept Plan

Before formal plans were submitted, the applicant prepared a concept plan as required by Section 15-48.1 of the LUO. The conceptual design ordinance requires the designer to describe in detail their project and receive feedback from the Joint Advisory Boards. As required, the applicant provided written responses to the advisory board's comments (received from Affordable Housing Advisory Committee, Planning Board, Environmental Advisory Board, Stormwater Advisory Committee, and Appearance Commission). These written responses are attached (Attachment C).

Density, Affordable Housing

Density.

The 72 units pursued by this project is the maximum base density the parcel allows in the R-20 zoning district (1 unit/20,000 sf of lot area) after deductions for site constraints are completed. The Affordable Housing Density Bonus provisions of the LUO would allow for more lots / units, but the applicant is choosing to construct the base level of 72 units.

Affordable Housing

Per the provisions of Section 15-54.1 of the LUO, the applicant is providing 15% affordable housing by way of combining both providing units on the ground, four total, and by agreeing to a payment-in-lieu for affordable housing as well. In this case, the applicant is choosing to pay the fee associated with the equivalent of eleven and a third (11.3) additional affordable units, partly in relation to being exempted from the size-restricted housing portion of the ordinance as further described below. This total of 15 affordable homes, by way of the combination, amounts to 20% of the total number of units credited as affordable.

Size-Restricted Units

Section 15-188 of the LUO includes provisions that require that the developer build a percentage of “size-limited” units between 1,350 and 1,100 square feet as a strategy to provide some affordable housing on the market. Section 15-188(j) provides an exemption from this requirement. This section stipulates that to qualify you need to provide at least 85% of the maximum number of affordable bonus units available utilizing the affordable housing density bonus (Section 15-182.4). The Land Use Ordinance allows payments-in-lieu to be counted as affordable units. In this instance the maximum number of units available is as follows:

- 1.5 x 72 units (maximum base density) = 108 possible total units with affordable housing density bonus.
- 108 – 72 = 36 bonus units (each new market rate unit is required to have at least one affordable unit match) –This results in 18 bonus units and 18 affordable units.
- 85% of 18 affordable units = **15.3 units.**
- The applicant is proposing to build four (4) units and pay the equivalent of 11.3 affordable housing payments-in-lieu, thereby satisfying the exemption.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to density and affordable housing subject to conditions 1, 2, and 3 included in the staff recommendation below.

**Streets & Sidewalks, Connectivity, Traffic Analysis, Traffic Calming, Greenways
Transit, Parking:**

Streets & Sidewalks

The proposed subdivision is accessed from its west side off of Old NC 86 and off its east side by an extension of Blocker Road within the existing Lake Hogan Farm subdivision. Within the subdivision, sub-collector streets are proposed to be built according to the public street standards of Article XIV of the LUO; this requires a minimum 26’ wide

pavement section with curb and gutter, and sidewalks on both side of the street; no bike lanes are required.

Connectivity

As mentioned above, a road connection is shown to and from the existing road, Blocker Road, within the adjacent Lake Hogan Farms subdivision. This connection is shown in accordance with and in compliance with the town's Land Use Ordinance (LUO) requirements related to street connectivity. The town's connectivity policy and associated ordinance provisions are intended to support the development of an interconnected matrix of public streets. Specifically Section 15-214 of the LUO requires new subdivisions to tie into anticipated or existing streets outside the development, thereby providing "connectivity" to the Town's public road system.

Traffic Analysis

Vehicular traffic to the 72 new homes will be served off Old NC 86 and from Blocker Road as previously mentioned. This number of units did not require a formal traffic study based on NCDOT's requirements, but the applicant did agree to complete a traffic impact analysis (see Attachment D). The 72 units are expected to add approximately 746 trips per day onto the surrounding road network. Details about trip distribution, etc are noted in the analysis.

The plans have been reviewed by NCDOT and do show a road widening along Old NC 86 to install a left turn lane into the subdivision while traveling south and increased right turn capacity into the subdivision while traveling north. No signalization is proposed. The developer will need to obtain a driveway permit which may include additional encroachment agreements from Public Works and NCDOT prior to construction plan authorization.

Greenways

The applicant has agreed to and included on the plan a ten-foot wide asphalt greenway path running parallel to and along Old NC 86 from the north property line going southward to the point at which a stream feature creates difficulties with continuing the path. At the stream feature, the greenway turn and runs west to east to connect with a similar existing feature in the adjacent Lake Hogan Farms subdivision. The plans indicate that the greenway will be dedicated to public use.

Parking:

Per section 15-291 each lot will be required to park two cars safely outside of the street right-of-way. The parking spaces within the garage cannot be counted toward this requirement. Because of this the following condition is required:

- Prior to construction plan approval, the plans need to include a standard detail, per section 15-291 of the LUO, demonstrating that each lot can provide off-street parking sufficient to accommodate two cars, excluding those spaces provided within the garage.

The applicant has also included an EV charging area next to the proposed location for the mail kiosk, in accordance with LUO requirements.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to Streets & Sidewalks, Connectivity, Traffic Analysis, Traffic Calming, Greenways, Transit, & Parking, subject to conditions 4 and 5 included in the staff recommendation below.

Tree Protection, Street Trees, Tree Canopy

Tree Protection

The site is largely covered with mix of hardwoods and pines, more hardwoods than anything based on the GIS tree layer. Large trees, as defined by the LUO, having a diameter of 18 inches or greater are to be retained whenever possible (15-316). A complete tree survey has been performed identified 58 such trees on this property, 30 of which will require removal to accommodate the installation of the road and related infrastructure as shown on the site plan. As required, the applicant has provided the attached tree removal justification letter (Attachment E).

Street Trees

The landscape plan proposes a variety of trees as identified on Sheet L1002 of the plans. These trees combine to demonstrate compliance with the street tree requirements of the LUO. Section 15-315 of the LUO provides guidelines for the planting and retention of trees adjacent-to and within street R/W's where an offer of dedication has been made to the Town. The landscape plan proposes a street tree layout primarily within the R/W with a fairly uniform pattern. However, because existing trees may be preserved during the construction process staff recommends that the proposed layout be considered only as a possible scheme and that the street tree requirement be revised as needed so that it may be field adjusted as conditions warrant. Additionally, the Town's policy is to require that 1/3rd of all such trees be evergreen.

Tree Canopy

Section 15-319 requires that residential developments maintain a tree canopy equivalent to 40% of the lot area. As shown on the project's Landscape Plan, the trees retained in conjunction with the newly planted trees will comply with this LUO section.

Protective Road Buffer

Section 15-312 requires a protective road buffer be left in place and / or planted to achieve a Type A screen on the development side of the subdivision that is an average of 100 feet. The buffer must be a minimum of 50 feet and a maximum of 200 feet for purposes of this calculation.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to Tree Protection, Street Trees, and Tree Canopies, subject to condition 6 included in the staff recommendation below.

Drainage and Water Quality, Stormwater Bonding, Stream Buffers and Floodplain, Grading, Erosion Control, and Phasing

Drainage and Water Quality

Section 15-263 of the LUO establishes stormwater management criteria that must be met for the project. In particular, the applicant must meet stormwater runoff standards with respect to water quality, quantity, and volume.

To this end, the grading and drainage plan show a system of curb and gutter, catch basins, pipes feeding into two stormwater wetland ponds that will treat the water in accordance with the applicable LUO standards, including the post-development discharge rates for storm events identified in the LUO, not increasing the 1% chance flood elevation on upstream properties, and stormwater volume control.

Relative to the Town satisfying state requirements pertaining to the National Pollutant Discharge Elimination System (NPDES) Phase II permit, the following conditions are required:

- That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in PDF format and shall include a base map of the whole project and all separate plan sheets. As-built PDF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
- Per Section 15-263.1, that the developer shall include a detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for each stormwater BMP in the development, performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting documentation shall be submitted to Town engineer and Stormwater Utility staff for approval prior to construction plan approval.

Stormwater Bonding

Section 15-263 (i) enables the Town to require the developer post a security to the Town to assure that the stormwater BMPs perform as designed; because of this, the following condition is recommended.

- That, prior to issuance of a CO, a final plat, or the certification of a stormwater BMP, the applicant shall submit a performance security to be posted and held by the Town for a period of two years per the provisions of Section 15-263(i).

Stream Buffers and Floodplain

The proposed grading and stormwater plan does not encroach into stream buffers or floodplain area on the property.

Erosion Control

An erosion control plan has been provided which is provisionally satisfactory to Orange County Erosion Control. Additional details will be provided as part of the Construction Plan review process.

Phasing

The project is not phased.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to Drainage and Water Quality, Stormwater Bonding, Stream Buffers, Grading, Erosion Control, and Phasing, subject to conditions 7, 8, and 9 included in the staff recommendation below.

Utilities, Fire Safety, Lighting, Refuse CollectionUtilities

The water and sewer plans have been reviewed by OWASA and meet with their general approval. OWASA will review the plans in greater detail during construction plan review.

Regarding electric and gas, utilities, the applicant has submitted letters by the respective providers indicating that they can serve the development.

Per Section 15-246 of the LUO, the plans must specify that all electric, gas, telephone, and cable television lines are to be located underground in accordance with the specifications and policies of the respective utility companies.

The Public Works Department prefers to receive written confirmation from the electrical utility prior to construction plan approval.

Fire Safety

The plans have been reviewed and provisionally approved by the Fire Department subject to further review during construction plans.

Fire flow calculations must be submitted and approved by the Town Engineer and Fire Department prior to construction plan approval.

Lighting

The Town's Street Lighting Policy regulates the lighting requirements for the proposed new street. To this end the applicant has proposed street lights that satisfy the Town's current requirements. Proposed is a decorative pole, which will need to be reviewed in more detail and approved by the Public Works Department before the construction plans can be approved.

Refuse Collection

The project's waste arrangements have been reviewed by both Public Works and Orange County. The Town and County will provide trash and recycling collection services for the development while the County will be involved in managing construction waste.

Waste management during construction requires from the County an approved Solid Waste Management Plan as well as a permit. The Solid Waste Management Plans and permit will be obtained prior to construction.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to Utilities, Fire Safety, Lighting and Refuse Collection subject to conditions 10 and 11 included in the staff recommendation below.

Open Space, Recreation,

Open Space

Per the provisions of 15-198, every residential development is required to set aside at least 40% of the total area of the development in permanent open space. To this end, the applicant has provided compact lots in an efficient arrangement leaving undeveloped as open space, 61% of the property.

Recreation

The proposed 72 residential dwelling units combine to require 748.08 recreation points, per Section 15-196 of the LUO. The applicant satisfies this requirement by providing a total of 1,113.84 points as detailed on the cover sheet of the plans. As recommended per 15-196-f, 10% of the amenities are suitable for children under the age of 12; with the proposed play equipment providing sufficient points to exceed this requirement. Other proposed recreation amenities include a playfield accessed by a mulch path and boardwalk, and walking trails and a greenway along Old NC 86, and a gathering / art space in the center of the development.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to Open Space and Recreation subject to conditions as needed.

Miscellaneous

Construction Management

Prior to construction plan approval the Town will inform the applicant and contractor of the requirements of the Town Code pertaining to construction noise and hours of operation and obstructing or excavating within public street rights of way. Section 15-49 (c-1) further enables the Town to require the applicant submit a construction management plan prior to construction plan approval.

Architectural Standards

The recommended architectural standards provisions of Section 15-177 of the LUO uses examples and descriptions of the Town’s existing “vernacular” housing stock to exemplify coherent design standards. These standards are considered recommended due to changes in the state legislature that prohibit municipalities from regulating architectural design. The intention of this section is to support cohesive building design that is either in the Carrboro vernacular “style”, or, is of another equally cohesive design language. The applicant has submitted a document showing illustrative elevations for the project (Attachment F).

Voluntary Annexation

The applicant has indicated that they will apply for voluntary annexation of the property into the municipal limits if the project is approved.

CAPS

Per Article IV, Part 4 of the LUO, the applicant must receive the required Certificate(s) of Adequacy of Public School Facilities (CAPS) from the Chapel Hill Carrboro City Schools District prior to construction plan approval.

Neighborhood Information Meeting

The applicant conducted a neighborhood information meeting on October 11, 2022. Some amount of dialogue has occurred between the applicant and residents of Lake Hogan Farms as well, both before and after the NIM, and responses to earlier comments received from them are included in Attachment C. Residents and / or the applicant may choose to speak during the public hearing regarding the current status of discussions.

Homeowner's Association Documents

Prior to construction plan approval Homeowner's Associations Declarations and Covenants will need to be submitted to the Town for review and approval by the Town Attorney. Section 15-83.36 of the LUO specifically prevents these documents from prohibiting "devices that generate or conserve energy or water." Photovoltaic panels and clotheslines are such devices that cannot be regulated by homeowner's associations.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to categories listed above subject to conditions 12, 13, and 14 included in the staff recommendation below.

STAFF RECOMMENDATIONS:

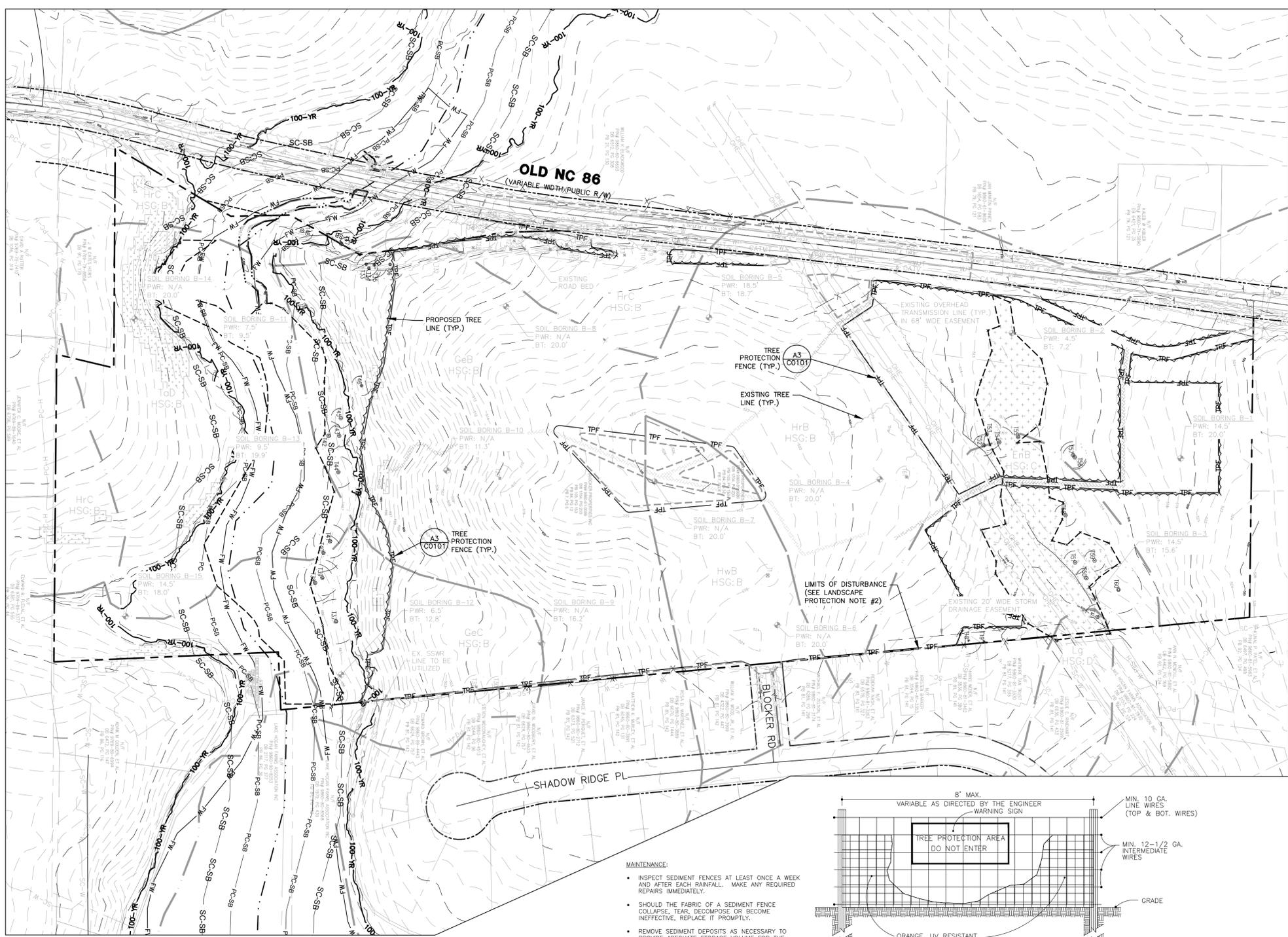
Town staff recommends that the Advisory Boards offer comments as needed (including review of the following staff recommendations) and prepare summary recommendations for a Special Use Permit-A to allow the construction of the proposed Jade Creek AIS. Staff recommendations are as follows:

1. That Certificates of Occupancy for the final four units may not be issued until such time as Certificates of Occupancy have been granted for the four affordable units constructed within the development and the *payment in lieu* is received for 11.3 additional units satisfied by way of a payment to the town's Affordable Housing Revenue Fund, in the amount equivalent to 11.3 times the amount included in the Town's fee schedule at the time of payment. A note to this effect shall be required on the final plat.
2. That the continued affordability of four units must be specified in the Homeowner's Association documents per the provisions of Section 15-182.4 of the Land Use Ordinance. These documents must be approved by the Town Attorney prior to construction plan approval.

3. That in accordance with Section 15-182.4, the developer shall include in the restrictive covenants applicable to the subdivision, and in the deeds for the affordable units, covenants and restrictions that are sufficient to ensure that the affordable units will remain affordable as described in that section. Those covenants and restrictions shall include provisions that will allow the Town of Carrboro to enforce the commitment that the housing units remain affordable. These documents shall be subject to the approval of the Town Attorney.
4. That the applicant must receive a driveway permit from NCDOT prior to approval of the construction plans.
5. Prior to construction plan approval, the plans need to include a standard detail, per section 15-291 of the LUO, demonstrating that each lot can provide off-street parking sufficient to accommodate two cars, excluding those spaces provided within the garage.
6. That flexibility be allowed in the execution of the street tree planting plan (subject to the approval of public works and the planning department), such that the combination of existing and proposed trees along all publicly dedicated streets in the subdivision meet the street tree requirements of Section 15-315 of the Land Use Ordinance and that the final arrangement is such that 1/3rd of the street trees retained and/or proposed for this purpose are evergreen.
7. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in PDF format and shall include a base map of the whole project and all separate plan sheets. As-built PDF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
8. Per Section 15-263.1, that the developer shall include a detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for each stormwater BMP in the development, performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting documentation shall be submitted to Town engineer and Stormwater Utility staff for approval prior to construction plan approval.
9. That, prior to issuance of a CO, a final plat, or the certification of a stormwater BMP, the applicant shall submit a performance security to be posted and held by the Town for a period of two years per the provisions of Section 15-263(i).
10. That the developer provide a written statement from the electrical utility stating that electric service can be provided to all locations shown on the construction plans prior to the approval of the construction plans;
11. That fire flow calculations must be submitted and approved by the Town Engineer and Town Fire Department prior to construction plan approval.
12. That the applicant must submit a voluntary annexation request and that the town must approve the annexation thereby bringing the property into the Town's municipal limits prior to the recording a final plat for the project.

13. That the applicant receive(s) CAPS from the Chapel Hill-Carrboro City Schools district pursuant to Article IV, Part 4 of the Carrboro Land Use Ordinance prior to construction plan approval.
14. That, prior to final plat approval, the Homeowner's declarations and covenants shall satisfy the applicable provisions of the Land Use Ordinance subject to review and approval of the Town Attorney.

TAG	D.B.H.	SPECIES	RETAINED?
T1	20"	OAK	NO
T2	20"	PINE	NO
T3	28"	PINE	NO
T4	24"	PINE	NO
T5	28"	PINE	NO
T6	20"	PINE	NO
T7	23"	PINE	NO
T8	23"	PINE	NO
T9	24"	PINE	NO
T10	25"	PINE	NO
T11	21"	PINE	NO
T12	22"	PINE	NO
T13	26"	PINE	NO
T14	32"	POPLAR	NO
T15	24"	PINE	NO
T16	40"	SWEET GUM	NO
T17	20"	PINE	NO
T18	23"	PINE	YES
T19	34"	PINE	YES
T20	21"	OAK	NO
T21	22"	PINE	NO
T22	27"	POPLAR	NO
T23	25"	POPLAR	OFFSITE
T24	36"	POPLAR	OFFSITE
T25	19"	SWEET GUM	OFFSITE
T26	21"	PINE	NO
T27	19"	PINE	NO
T28	20"	PINE	NO
T29	25"	SWEET GUM	NO
T30	22"	PINE	NO
T31	22"	PINE	NO
T32	56"	POPLAR	NO
T33	22"	OAK	YES
T34	22"	OAK	YES
T35	23"	OAK	YES
T36	28"	POPLAR	YES
T37	40"	POPLAR	YES
T38	34"	POPLAR	YES
T39	32"	POPLAR	YES
T40	33"	POPLAR	YES
T41	30"	POPLAR	YES
T42	26"	POPLAR	YES
T43	20"	POPLAR	YES
T44	28"	OAK	YES
T45	18"	POPLAR	YES
T46	18"	OAK	YES
T47	28"	OAK	YES
T48	20"	OAK	YES
T49	23"	OAK	YES
T50	19"	OAK	YES
T51	21"	OAK	YES
T52	19"	OAK	YES
T53	29"	OAK	YES
T54	28"	OAK	YES
T55	39"	OAK	YES
T56	22"	OAK	YES
T57	24"	OAK	YES
T58	20"	OAK	YES
T59	19"	OAK	YES
T60	42"	OAK	YES
T61	20"	OAK	NO



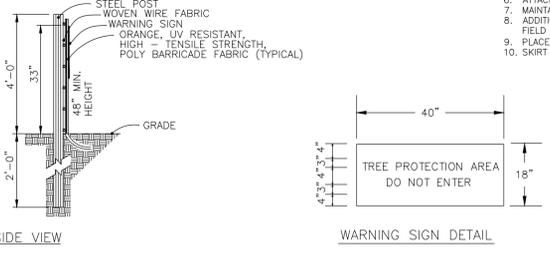
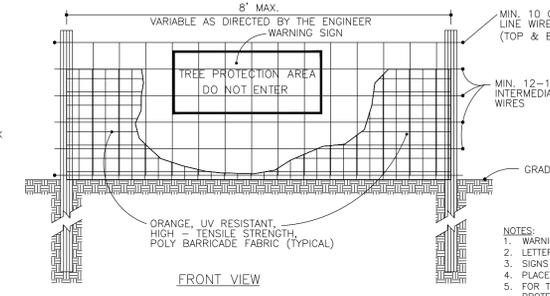
DRAWING LEGEND

SYMBOL/ABBREVIATION	DESCRIPTION
492	MINOR CONTOUR
490	MAJOR CONTOUR
WV	WATER VALVE
FD	FIRE HYDRANT
CB	CATCH BASIN
SM	SEWER MANHOLE
UP	UTILITY POLE
W	WELL
SSC	SANITARY SEWER CLEANOUT
HVAC	HVAC UNIT
EM	ELECTRIC METER
TP	TELEPHONE PEDESTAL
GM	GAS METER
MB	MAIL BOXES
T51	CONIFEROUS TREE (TO REMAIN)
T19	DECIDUOUS TREE (TO REMAIN)
T1	CONIFEROUS TREE (TO BE REMOVED)
T21	DECIDUOUS TREE (TO BE REMOVED)
WL	WATER LINE
FL	FENCE LINE
OHE	OVERHEAD ELECTRIC LINE
SS	SANITARY SEWER LINE
SD	STORM DRAINAGE PIPE
100-YR	100-YEAR FLOODPLAIN
FW	FLOODWAY
PC-SB	STREAM BUFFER-ZONE 1
SC-SB	STREAM BUFFER-ZONE 2
PL	PROPERTY LINE
ROW	RIGHT-OF-WAY LINE
APL	ADJOINER PROPERTY LINE
EL	EASEMENT LINE
LD	LIMITS OF DISTURBANCE
TPF	TREE PROTECTION FENCE
TL	EXISTING TREELINE
PTL	PROPOSED TREELINE
PH	PRIMARY HARDWOOD (OFFSITE-CARRBORO GIS)
SW	SECONDARY WOODED (OFFSITE-CARRBORO GIS)
S	SOIL BOUNDARY
W	WETLAND
CeB, CeC	GEORGEVILLE SILT LOAM
HrB, HrC	HERNDON SILT LOAM
EnB	ENON LOAM
HwB	LLOYD CLAY LOAM
Lg	LIGNUM SILT LOAM
ToD	TARRUS SILT LOAM

- #### EXISTING CONDITIONS & DEMOLITION NOTES
- EXISTING CONDITIONS SHOWN ARE BASED UPON A SITE SURVEY PERFORMED BY BALLENTINE ASSOCIATES AND DATED 16 DEC 21, AND UPON DATA OBTAINED FROM TOWN OF CARRBORO AND ORANGE COUNTY GIS.
 - FOR NEAREST EXISTING FIRE HYDRANTS REFER TO SHEET C0100.
- #### CONSTRUCTION WASTE NOTES
- BY ORANGE COUNTY ORDINANCE, CLEAN WOOD WASTE, SCRAP METAL, AND CORRUGATED CARDBOARD PRESENT IN CONSTRUCTION OR DEMOLITION WASTE MUST BE RECYCLED.
 - BY ORANGE COUNTY ORDINANCE, ALL HAULERS OF MIXED CONSTRUCTION AND DEMOLITION WASTE THAT INCLUDES ANY REGULATED RECYCLABLE MATERIALS SHALL BE LICENSED BY ORANGE COUNTY.
 - PRIOR TO ANY DEMOLITION OR CONSTRUCTION ACTIVITY ON THE SITE THE APPLICANT SHALL HOLD A PRE-DEMOLITION/PRE-CONSTRUCTION CONFERENCE WITH THE SOLID WASTE STAFF. THIS MAY BE THE SAME PRE-CONSTRUCTION MEETING HELD WITH OTHER DEVELOPMENT/ENFORCEMENT OFFICIALS.
 - THE PRESENCE OF ANY ASBESTOS CONTAINING MATERIALS (ACM) AND/OR OTHER HAZARDOUS MATERIALS IN CONSTRUCTION AND DEMOLITION WASTE SHALL BE HANDLED IN ACCORDANCE WITH ANY AND ALL LOCAL, STATE, AND FEDERAL REGULATIONS AND GUIDELINES.

- #### LANDSCAPE PROTECTION NOTES
- EXISTING TREE TABLES HAVE BEEN PREPARED PER CARRBORO LUO.
 - PRIOR TO ANY LAND-DISTURBING ACTIVITY ON SITE, TREE PROTECTION FENCING MUST BE INSTALLED PER APPROVED PLANS.
 - ANY TREE ROOTS EXPOSED BY CONSTRUCTION WILL BE SEVERED CLEANLY WITH AN APPROPRIATE PRUNING TOOL.
 - THE SOIL WITHIN THE CRITICAL ROOT ZONES OF EXISTING TREES TO REMAIN WILL NOT BE DRIVEN ON OR OTHERWISE DISTURBED DURING THE INSTALLATION OF LANDSCAPING.
 - ALL DEMOLITION AND CONSTRUCTION ACTIVITIES OUTSIDE THE LIMITS OF THE TREE PROTECTION FENCING SHALL BE PERFORMED WITHOUT THE USE OF HEAVY EQUIPMENT.
 - ALL TREES TO REMAIN WITHIN THE LIMITS OF DISTURBANCE OR NEAR ROADS SHOULD BE FURTHER PROTECTED BY WRAPPING TRUNKS WITH SECTIONS OF SNOW FENCE OR BOARDS WIRED TOGETHER FROM THE GROUND TO 6 FT. ABOVE GROUND, IN ACCORDANCE WITH SECTION 15-316 OF THE CARRBORO LUO.
 - PRIOR TO ANY LAND-DISTURBING ACTIVITY ON SITE, THE LAND USE ADMINISTRATOR SHALL CERTIFY IN WRITING, BASED ON AN ONSITE INSPECTION, THAT ALL TREE PROTECTION MEASURES REQUIRED BY THE TREE PROTECTION PLAN HAS BEEN PUT IN PLACE PROPERLY AND ACCURATELY, IN ACCORDANCE WITH SECTION 15-320 OF THE CARRBORO LUO.

- #### MAINTENANCE:
- INSPECT SEDIMENT FENCES AT LEAST ONCE A WEEK AND AFTER EACH RAINFALL. MAKE ANY REQUIRED REPAIRS IMMEDIATELY.
 - SHOULD THE FABRIC OF A SEDIMENT FENCE COLLAPSE, TEAR, DECOMPOSE OR BECOME INEFFECTIVE, REPLACE IT PROMPTLY.
 - REMOVE SEDIMENT DEPOSITS AS NECESSARY TO PROVIDE ADEQUATE STORAGE VOLUME FOR THE NEXT RAIN AND TO REDUCE PRESSURE ON THE FENCE. TAKE CARE TO AVOID UNDERMINING THE FENCE DURING CLEANOUT.
 - REMOVE ALL FENCING MATERIALS AND UNSTABLE SEDIMENT DEPOSITS AND BRING THE AREA TO GRADE AND STABILIZE IT AFTER THE CONTRIBUTING DRAINAGE AREA HAS BEEN PROPERLY STABILIZED.



A3 C0101 COMBINATION SILT / TREE PROTECTION FENCE
SCALE: N.T.S.

EXISTING CONDITIONS & TREE PROTECTION PLAN

(GRAPHIC SCALE IN FEET)
1 inch = 100 ft.

Ballentine Associates, PA
221 Providence Road
Chapel Hill, NC 27514
PH: 919.947.1100
FAX: 919.947.1101
www.ballentine.com

CORPORATE SEAL
STATE OF NORTH CAROLINA
CHAPEL HILL, NC

DATE	REVISIONS
09 NOV 22	PER CARRBORO SUP REVIEW COMMENTS
21 FEB 23	PER CARRBORO SUP REVIEW COMMENTS
10 MAR 23	PER NC DOT REVIEW COMMENTS

OWNER INFORMATION
KB HOME
4506 S. MIAMI BLVD.
#100
DURHAM NC 27703
OWNERS REPRESENTATIVE:
THURM BOWEN
PH: (919) 768-7972
FAX: (919) 768-7972
EMAIL: tbowen@kbhome.com

DATE	ISSUED
01 APR 22	SUP SUBMITTAL #1
09 NOV 22	SUP SUBMITTAL #2
21 FEB 23	SUP SUBMITTAL #3
10 MAR 23	SUP SUBMITTAL #4

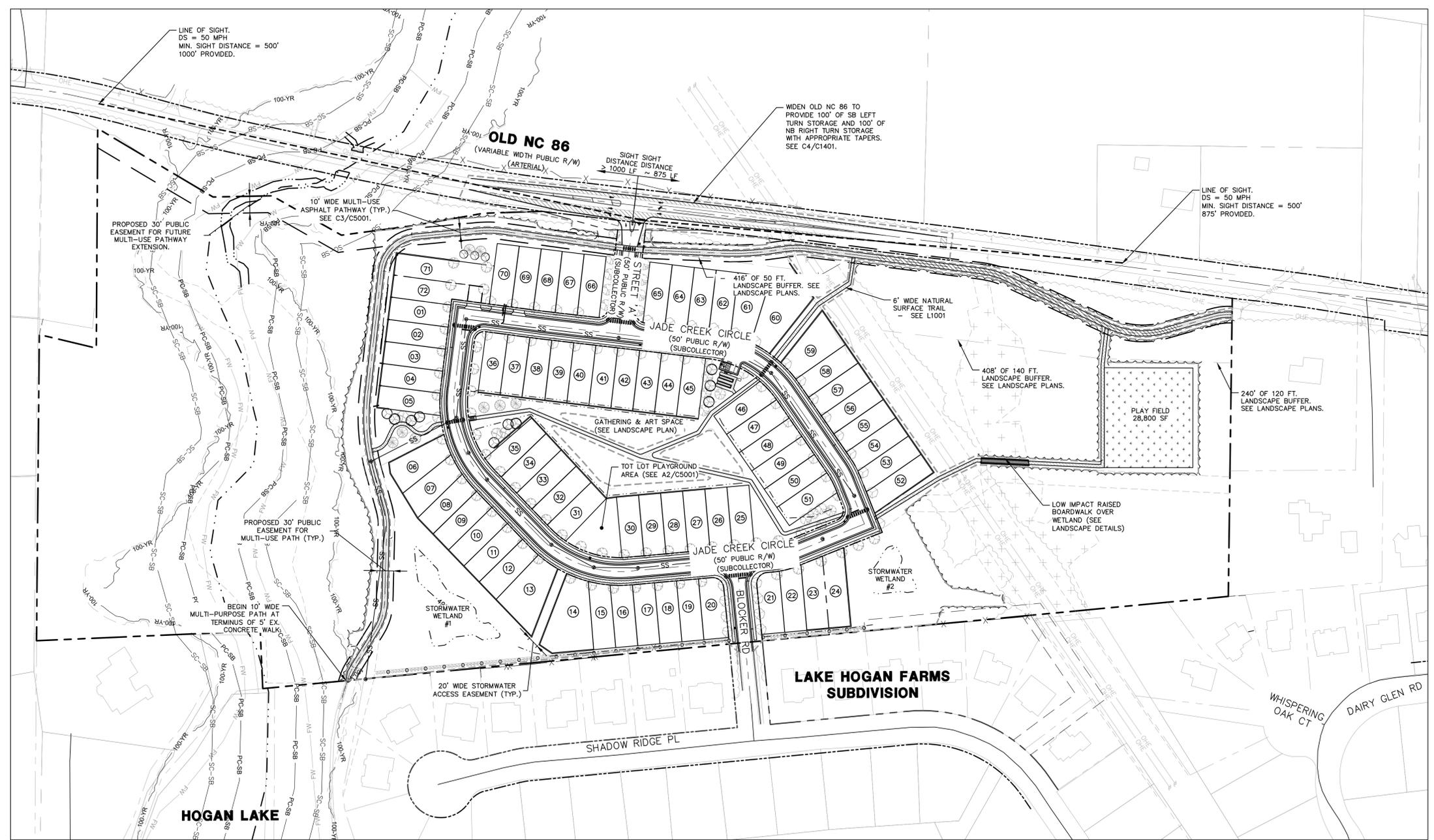
JADE CREEK SUBDIVISION
CARRBORO, NORTH CAROLINA

SPECIAL USE PERMIT DRAWINGS

JOB NUMBER: 121010.01
DATE: 04 MAR 22
SCALE: AS SHOWN
DRAWN BY: DAH
REVIEWED BY: GJR

SHEET
C0101

REVIEW DRAWING
NOT FOR CONSTRUCTION



LOT NUMBER	LOT AREA (SF)
1	4417.00
2	4383.40
3	4383.29
4	4388.95
5	4489.95
6	5615.10
7	5081.16
8	4402.65
9	4400.00
10	4400.00
11	4397.04
12	4895.82
13	8053.66
14	9462.24
15	4637.71
16	4439.00
17	4400.00
18	4400.00
19	4400.00
20	4824.30
21	5529.16
22	4400.00
23	4400.00
24	4410.32
25	4399.17
26	4397.51
27	4407.35
28	4396.63
29	4397.98
30	4394.55
31	4599.39
32	4444.88
33	4474.81
34	4504.73
35	4640.55
36	4391.04
37	4373.14
38	4456.28
39	4365.32
40	4373.52
41	4381.71
42	4389.91
43	4369.91
44	4398.37
45	4329.46
46	4545.16
47	4400.00
48	4400.00
49	4400.00
50	4400.00
51	4389.97
52	4880.02
53	4498.36
54	4401.33
55	4399.33
56	4402.39
57	4404.96
58	4421.31
59	6507.94
60	8511.76
61	5798.75
62	4428.65
63	4399.43
64	4400.57
65	4428.40
66	4425.39
67	4433.98
68	4339.42
69	4426.77
70	4408.92
71	7565.79
72	5214.61

DRAWING LEGEND

SYMBOL/ABBREVIATION	DESCRIPTION
(Circle with dot)	IRON PIPE/PROPERTY CORNER
(Dashed line)	PROPERTY LINE
(Dashed line)	BUILDING SETBACK
(Dashed line)	ADJOINER PROPERTY LINE
(Dashed line)	ROAD BUFFER
(Dashed line)	ROAD EDGE OF PAVEMENT
(Dashed line)	ROAD RIGHT-OF-WAY
(Dashed line)	SIDEWALK
(Dashed line)	TREELINE
(Dashed line)	LIMITS OF DISTURBANCE
(Dashed line)	TREE PROTECTION FENCE
(Dashed line)	STREAM BUFFER-ZONE 1
(Dashed line)	STREAM BUFFER-ZONE 2

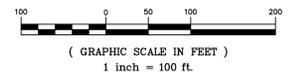
PLAN KEY NOTES

DETAIL REFERENCE	#	DESCRIPTION
B4 C5001	1	CROSSWALK WARNING SIGN
D2 C5001	2	CONCRETE SIDEWALK (5' WIDE TYP. UNLESS OTHERWISE NOTED)
B5 C5001	3	ADA RAMP (TYP.)
A2 C5002	5	GREENWAY STOP SIGN
C3 C5002	8	STOP SIGN

- ### NOTES
- ALL PARKING SPACES SHALL BE CONSTRUCTED TO TOWN OF CARRBORO STANDARDS.
 - THE TOWN OF CARRBORO, ITS ASSIGNS OR ORANGE COUNTY SHALL NOT BE RESPONSIBLE FOR ANY PAVEMENT DAMAGE THAT MAY RESULT FROM SERVICE VEHICLES.
 - ALL WALKWAYS SHALL BE CONSTRUCTED WITH A 2% CROSS SLOPE IN THE DIRECTION SHOWN ON THE GRADING PLAN.
 - PRIOR TO INSTALLATION OF ANY STREET SIGNS OR MARKINGS, THE DEVELOPER WILL CONTACT THE TOWN'S PUBLIC WORKS DEPARTMENT FOR AN ON-SITE APPROVAL OF THE FINAL DESIGN AND PLACEMENT.
 - ALL PAVEMENT MARKINGS WITHIN THE PUBLIC RIGHT-OF-WAY WILL BE INSTALLED USING A THERMAL PLASTIC MATERIAL WITH A MINIMUM THICKNESS OF 125 MILS.



PRELIMINARY SUBDIVISION OVERVIEW



REVIEW DRAWING
NOT FOR CONSTRUCTION

Balentine Associates, PA
221 Providence Road
Chapel Hill, NC 27514
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F: 919.966.8488
www.balentineassociates.com

Professional Engineer
CORPORATE SEAL
C326
SOUTH CAROLINA
George J. Retzke
08/27/2023

DATE	REVISIONS
09 NOV 22	PER CARRBORO SUP REVIEW COMMENTS
21 FEB 23	PER CARRBORO SUP REVIEW COMMENTS
10 MAR 23	PER NCDOT REVIEW COMMENTS

OWNER INFORMATION
KB HOME
4506 S. MIAMI BLVD.
#100
DURHAM NC 27703
OWNERS REPRESENTATIVE:
THURM BOWEN
PH: (919) 768-7972
FAX: (919) 768-7972
EMAIL: tbowen@kbhome.com

DATE	ISSUED
01 APR 22	SUP SUBMITTAL #1
09 NOV 22	SUP SUBMITTAL #2
21 FEB 23	SUP SUBMITTAL #3
10 MAR 23	SUP SUBMITTAL #4

JADE CREEK SUBDIVISION
CARRBORO, NORTH CAROLINA

SPECIAL USE PERMIT DRAWINGS

JOB NUMBER: 121010.01
DATE: 04 MAR 22
SCALE: AS SHOWN
DRAWN BY: DAH
REVIEWED BY: GJR

SHEET
C1000

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DATE	REVISIONS
09 NOV 22	PER CARBORO SUP REVIEW COMMENTS
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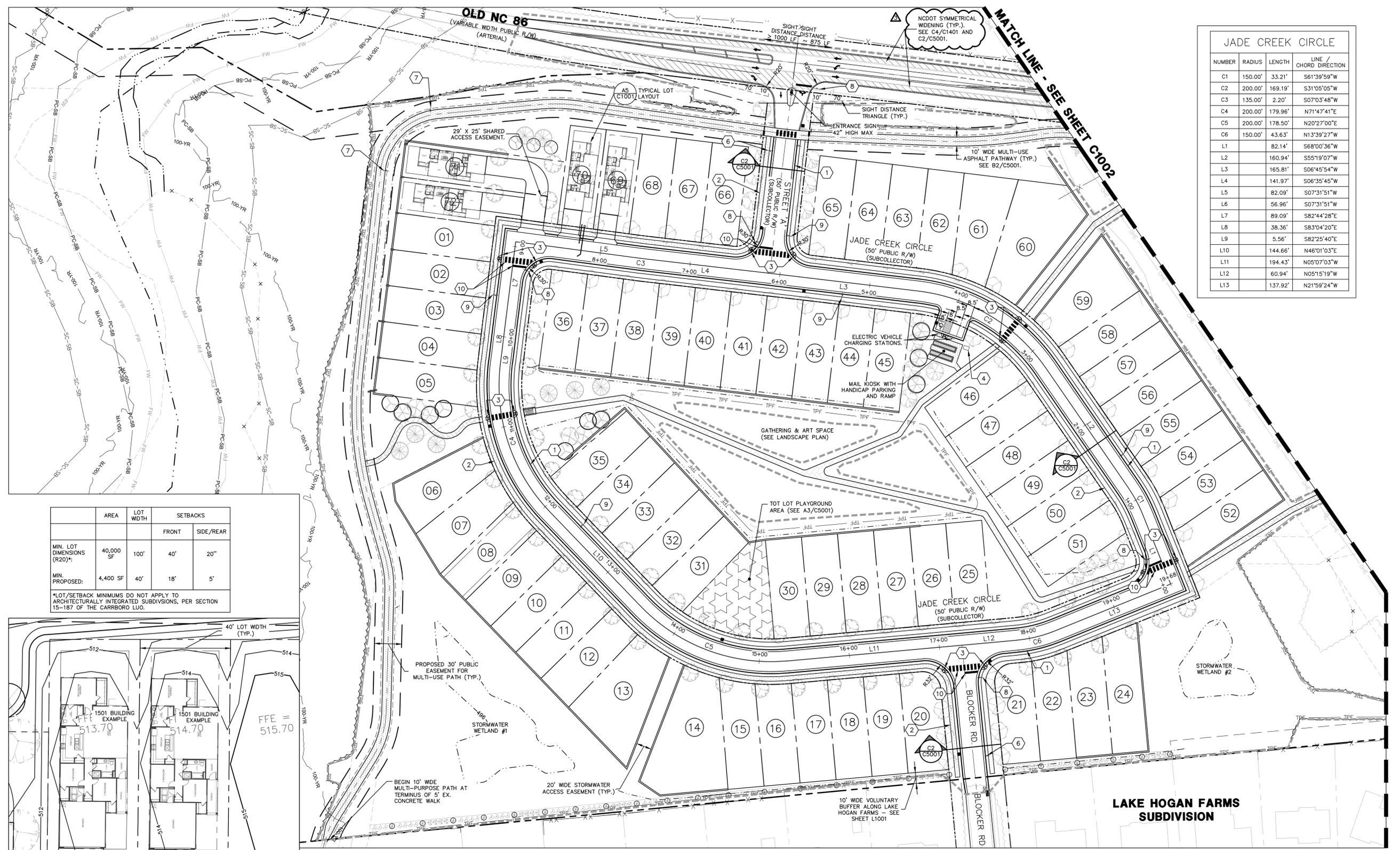
DATE	ISSUED
01 APR 22	SUP SUBMITTAL #1
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21 FEB 23	SUP SUBMITTAL #3
10 MAR 23	SUP SUBMITTAL #4

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 CARBORO, NORTH CAROLINA
SPECIAL USE PERMIT DRAWINGS

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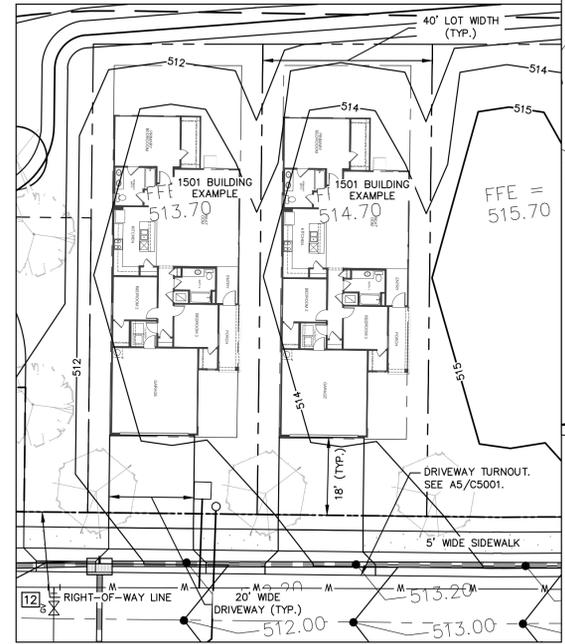
SHEET
C1001

JADE CREEK CIRCLE			
NUMBER	RADIUS	LENGTH	LINE / CHORD DIRECTION
C1	150.00'	33.21'	S61°39'59"W
C2	200.00'	169.19'	S31°05'05"W
C3	135.00'	2.20'	S07°03'48"W
C4	200.00'	179.96'	N71°47'41"E
C5	200.00'	178.50'	N20°27'00"E
C6	150.00'	43.63'	N13°39'27"W
L1	82.14'	S68°00'36"W	
L2	160.94'	S55°19'07"W	
L3	165.81'	S06°45'54"W	
L4	141.97'	S06°35'45"W	
L5	82.09'	S07°31'51"W	
L6	56.96'	S07°31'51"W	
L7	89.09'	S82°44'28"E	
L8	38.36'	S83°04'20"E	
L9	5.56'	S82°25'40"E	
L10	144.66'	N46°01'03"E	
L11	194.43'	N05°07'03"W	
L12	60.94'	N05°15'19"W	
L13	137.92'	N21°59'24"W	



	AREA	LOT WIDTH	SETBACKS	
			FRONT	SIDE/REAR
MIN. LOT DIMENSIONS (R20)*	40,000 SF	100'	40'	20"
MIN. PROPOSED:	4,400 SF	40'	18'	5"

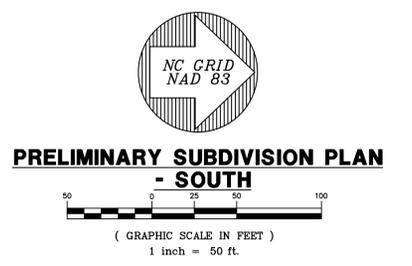
*LOT/SETBACK MINIMUMS DO NOT APPLY TO ARCHITECTURALLY INTEGRATED SUBDIVISIONS, PER SECTION 15-187 OF THE CARBORO LUC.



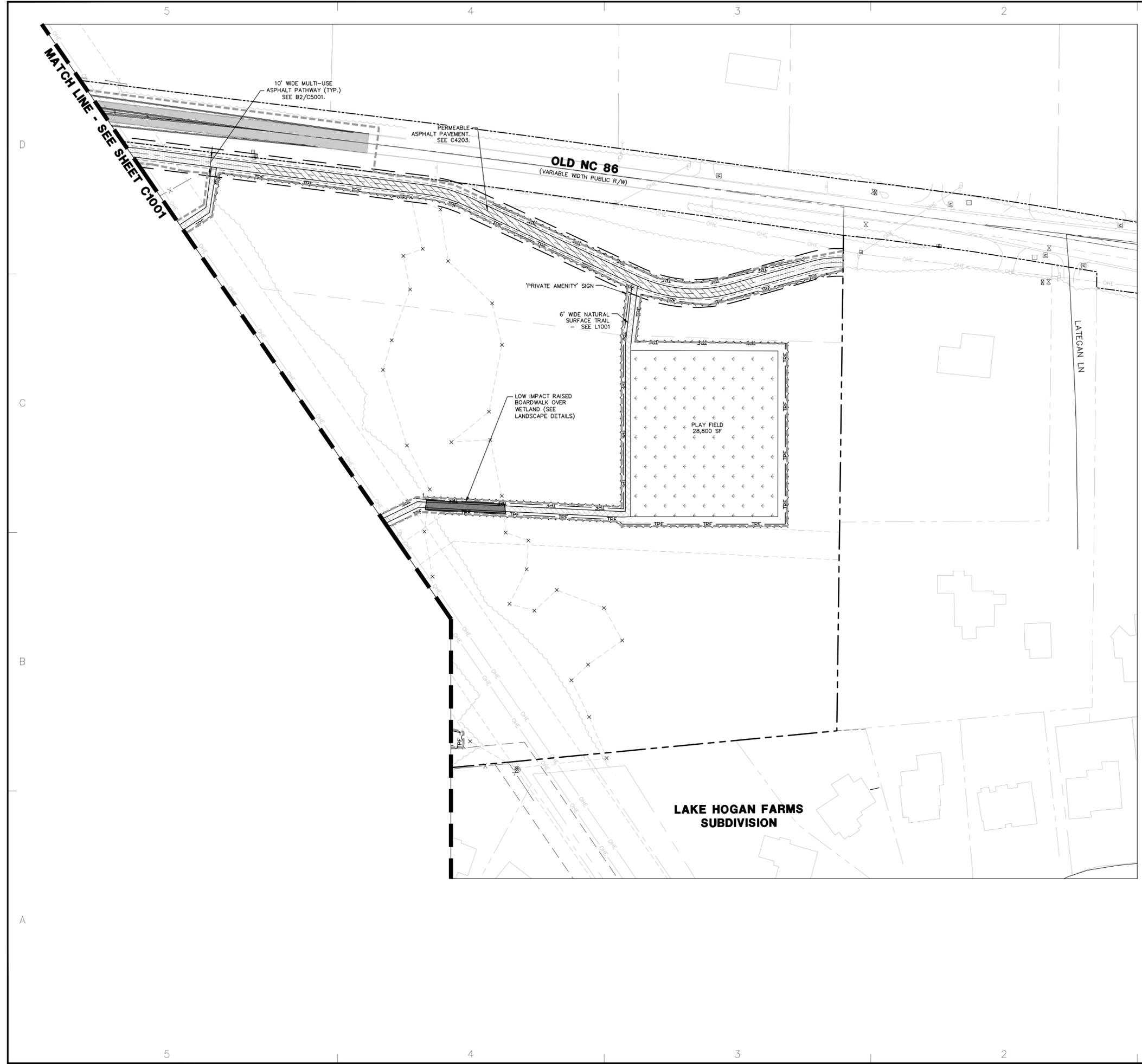
- PLAN KEY NOTES**
- | | |
|--|---|
| <ul style="list-style-type: none"> 1 30" CONCRETE CURB & GUTTER (TYP.) 2 CONCRETE SIDEWALK (5' WIDE TYP. UNLESS OTHERWISE NOTED) 3 ADA RAMP (TYP.) 4 JOB INFORMATION KIOSK 5 "NO PARKING" SIGN. | <ul style="list-style-type: none"> 6 FUTURE MUP EXTENSION INFORMATION SIGN. 7 STOP SIGN 8 PEDESTRIAN CROSSING AHEAD SIGN 9 THERMOPLASTIC STOP BAR AND HIGH-VISIBILITY CROSSWALK |
|--|---|

DRAWING LEGEND

SYMBOL/ABBREVIATION		DESCRIPTION	SYMBOL/ABBREVIATION		DESCRIPTION
EXISTING	PROPOSED		EXISTING	PROPOSED	
●	○	IRON PIPE/PROPERTY CORNER	---	---	LIMITS OF DISTURBANCE
---	---	PROPERTY LINE	---	---	TREE PROTECTION FENCE
---	---	BUILDING SETBACK	---	---	STREAM BUFFER-ZONE 1
---	---	ADJOINER PROPERTY LINE	---	---	STREAM BUFFER-ZONE 2
---	---	ROAD BUFFER			
---	---	ROAD EDGE OF PAVEMENT			
---	---	ROAD RIGHT-OF-WAY			
---	---	SIDEWALK			
---	---	TREELINE			

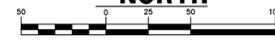


REVIEW DRAWING
NOT FOR CONSTRUCTION



DRAWING LEGEND

SYMBOL/ABBREVIATION		DESCRIPTION
EXISTING	PROPOSED	
●	●	IRON PIPE/PROPERTY CORNER
---	---	PROPERTY LINE
---	---	BUILDING SETBACK
---	---	ADJOINER PROPERTY LINE
---	---	ROAD BUFFER
---	---	ROAD EDGE OF PAVEMENT
---	---	ROAD RIGHT-OF-WAY
---	---	SIDEWALK
---	---	TREELINE
---	---	LIMITS OF DISTURBANCE
---	---	TPF TREE PROTECTION FENCE
---	---	WETLAND


PRELIMINARY SUBDIVISION PLAN
- NORTH

 (GRAPHIC SCALE IN FEET)
 1 inch = 50 ft.

**REVIEW DRAWING
NOT FOR CONSTRUCTION**


 271 Providence Road
 Chapel Hill, NC 27514
 919.906.8487
 ballentineassociates.com
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 GEORGE J. RETZSCH
 ENGINEER
 083127
 10/24/23

DATE	REVISIONS
09 NOV 22	PER CARBORO SUP REVIEW COMMENTS
21 FEB 23	PER CARBORO SUP REVIEW COMMENTS
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 THURM BOWEN
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 EMAIL tbowen@kbhome.com

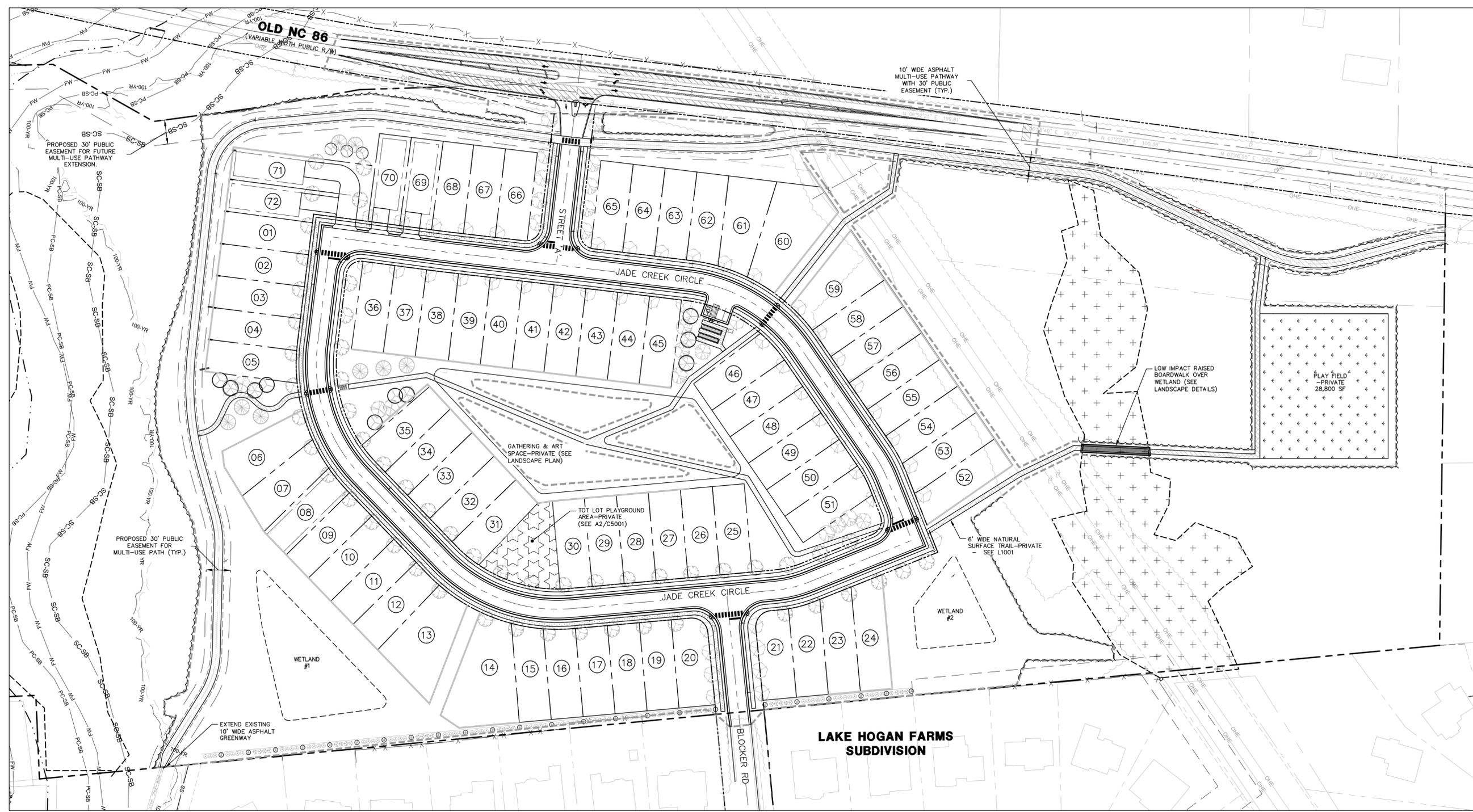
ISSUED	DATE
SUP SUBMITTAL #1	01 APR 22
SUP SUBMITTAL #2	09 NOV 22
SUP SUBMITTAL #3	21 FEB 23
SUP SUBMITTAL #3A	10 MAR 23

JADE CREEK SUBDIVISION
 CARBORO, NORTH CAROLINA
SPECIAL USE PERMIT DRAWINGS

JOB NUMBER: 121010.01
 DATE: 04 MAR 22
 SCALE: AS SHOWN
 DRAWN BY: DAH
 REVIEWED BY: GJR

SHEET
C1002

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NOTES

- ALL RECREATION FACILITIES SHALL BE CPSC (CONSUMER PROTECTION SAFETY COMMISSION, OR SIMILAR QUALIFYING AGENCY, IF MORE APPROPRIATE) COMPLIANT, AND SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH ALL OF THE CHOSEN AGENCY'S APPLICABLE RULES AND REGULATIONS.
- PLAYFIELD IS WITHIN 1,500 FT. OF ALL LOTS, MEETING CARRBORO LIO SECTION 15-19B(D)(3).
- RECREATION FACILITIES ARE WITHIN 1,200 FT. OF ALL LOTS, MEETING CARRBORO LIO SECTION 15-19B(G).

RECREATION AREA SUMMARY:

REQUIRED:	72 SINGLE FAMILY DETACHED UNITS X 10.39 = 748.08 RECREATION POINTS			
PROPOSED:	FACILITY TYPE	PNTS./SQ. FT.	SQ. FT.	POINTS
	HIKING/BIKING TRAIL	0.016	45,000	720.00
	PLAY EQUIPMENT	0.107	1,050	112.35*
	PLAY FIELD	0.011	28,800	316.80
TOTAL PROPOSED:				1,113.84

*10.1% OF TOTAL REC. POINTS. (MIN. 10% REQUIRED)

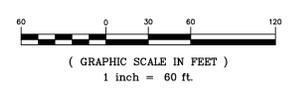
RECREATION AREA LEGEND

SYMBOL/ ABBREVIATION	DESCRIPTION
	RECREATION FIELD
	PLAYGROUND AREA
	PLAYGROUND AREA

DRAWING LEGEND

SYMBOL/ABBREVIATION	EXISTING	PROPOSED	DESCRIPTION
IRON PIPE/PROPERTY CORNER			
PROPERTY LINE			
BUILDING SETBACK			
ADJOINER PROPERTY LINE			
ROAD BUFFER			
ROAD EDGE OF PAVEMENT			
ROAD RIGHT-OF-WAY			
SIDEWALK			
TREELINE			
STREAM BUFFER-ZONE 1			
STREAM BUFFER-ZONE 2			
LIMITS OF DISTURBANCE			
TREE PROTECTION FENCE			
WETLAND			

RECREATION OVERVIEW



REVIEW DRAWING NOT FOR CONSTRUCTION

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 Chapel Hill, NC 27514
 919.906.8487
 www.ballentine.com

Ballentine Associates, PA
 CORPORATE SEAL
 C326
 JERRY CARLSON
 CHIEF OF OFFICE

Professional Engineer
 NORTH CAROLINA
 08127
 1-16423
 GEORGE J. RETSCHE

DATE	REVISIONS
09 NOV 22	PER CARRBORO SUP REVIEW COMMENTS
21 FEB 23	PER CARRBORO SUP REVIEW COMMENTS
10 MAR 23	PER NCDOT REVIEW COMMENTS

OWNER INFORMATION
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10 MAR 23	SUP SUBMITTAL #3A

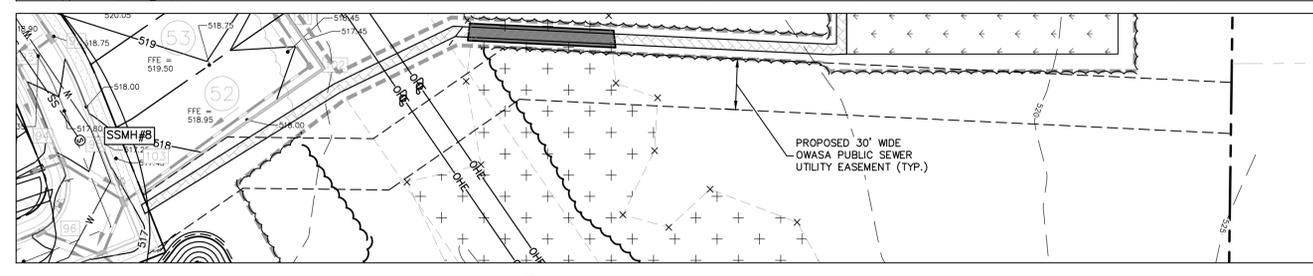
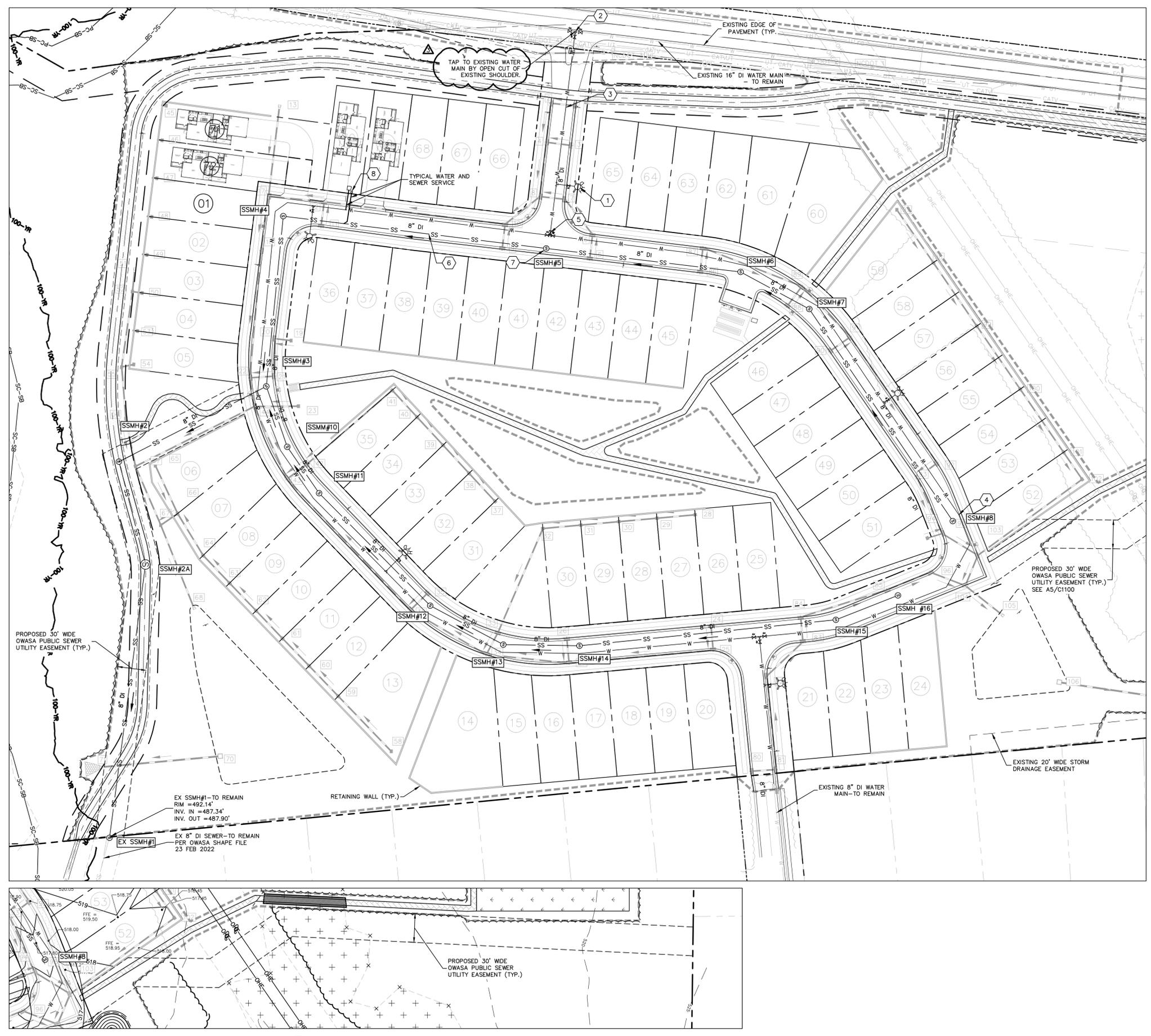
JADE CREEK SUBDIVISION
 CARRBORO, NORTH CAROLINA

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JOB NUMBER: 121010.01
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A5 OWASA SANITARY SEWER EASEMENT
SCALE: 1" = 50'

UTILITY PLAN NOTES

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CARRBORO STANDARDS AND SPECIFICATIONS.
2. ALL WATER AND SEWER CONSTRUCTION SHALL BE IN ACCORDANCE WITH OWASA STANDARDS AND SPECIFICATIONS.
3. ALL PROPOSED UTILITY LINES SHALL BE LOCATED UNDERGROUND. THIS DOES NOT APPLY TO COMPONENTS THAT ARE REQUIRED TO BE LOCATED ABOVE GROUND SUCH AS BACKFLOW PREVENTERS AND TRANSFORMERS.
4. FINAL ROUTING OF UTILITIES SHALL BE DETERMINED DURING THE CONSTRUCTION PLANS PHASE.

DRAWING LEGEND

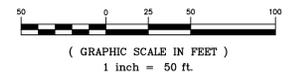
SYMBOL/ABBREVIATION	EXISTING	PROPOSED	DESCRIPTION
[Symbol]	[Symbol]	[Symbol]	CATCH BASIN
[Symbol]	[Symbol]	[Symbol]	SANITARY SEWER MANHOLE
[Symbol]	[Symbol]	[Symbol]	SEWER CLEANOUT
[Symbol]	[Symbol]	[Symbol]	22.5' - BEND PIPE
[Symbol]	[Symbol]	[Symbol]	45' - BEND PIPE
[Symbol]	[Symbol]	[Symbol]	90' - BEND PIPE
[Symbol]	[Symbol]	[Symbol]	TEE- BEND PIPE
[Symbol]	[Symbol]	[Symbol]	FIRE HYDRANT
[Symbol]	[Symbol]	[Symbol]	CABLE TV LINE
[Symbol]	[Symbol]	[Symbol]	TELECOMMUNICATIONS LINE
[Symbol]	[Symbol]	[Symbol]	FIBER OPTIC LINE
[Symbol]	[Symbol]	[Symbol]	UNDERGROUND ELECTRIC LINE
[Symbol]	[Symbol]	[Symbol]	WATER LINE
[Symbol]	[Symbol]	[Symbol]	SANITARY SEWER LINE
[Symbol]	[Symbol]	[Symbol]	OVERHEAD ELECTRIC LINE
[Symbol]	[Symbol]	[Symbol]	EASEMENT LINE
[Symbol]	[Symbol]	[Symbol]	STORM DRAINAGE PIPE
[Symbol]	[Symbol]	[Symbol]	WETLANDS
[Symbol]	[Symbol]	[Symbol]	TREE LINE

PLAN KEY NOTES

- | DETAIL REFERENCE | # | DESCRIPTION |
|------------------|---|--|
| A4 C5101 | 1 | FIRE HYDRANT (TYP.) |
| C1 C5101 | 2 | TAPPING SLEEVE AND VALVE ASSEMBLY |
| C3 | 3 | 8" DUCTILE IRON WATER MAIN (TYP.) |
| C5 C5101 | 4 | THRUST BLOCKING - INSTALL AT ALL TEES, TAPS & BENDS AS REQUIRED (TYP.) |
| A2 C5101 | 5 | VALVE BOX (TYP.) |
| A5 C102 | 6 | 8" DUCTILE IRON SANITARY SEWER MAIN (TYP.) |
| C2/C3/C5 C5102 | 7 | PRECAST CONCRETE SANITARY SEWER MANHOLE (TYP.) |
| A4 C5101 | 8 | STANDARD CLEANOUT ASSEMBLY (TYP.) |



PRELIMINARY UTILITY PLAN



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baillentineassociates.com

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CORPORATE SEAL
C328
SECURITY CAROLINA
Chapel Hill

REGISTERED PROFESSIONAL ENGINEER
CORPORATE SEAL
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SECURITY CAROLINA
Chapel Hill

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10 MAR 23	PER NCDOT REVIEW COMMENTS

OWNER INFORMATION
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10 MAR 23	SUP SUBMITTAL #4

JADE CREEK SUBDIVISION
CARRBORO, NORTH CAROLINA
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REVIEWED BY: GJR

SHEET C1101

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Baillentine Associates, PA
 221 Providence Road
 Chapel Hill, NC 27514
 P/N# 9860-71-9890
 DB 6421, PG 35
 PB 79, PG 121

SEAL
 CORPORATE SEAL
 LARRY CARROLL III
 CHAPEL HILL, NC

REGISTERED PROFESSIONAL ENGINEER
 NORTH CAROLINA
 08127
 GEORGE J. RETSCHE
 CHAPEL HILL, NC

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 CARBORO, NORTH CAROLINA
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C1200

GRADING AND STORM DRAINAGE NOTES

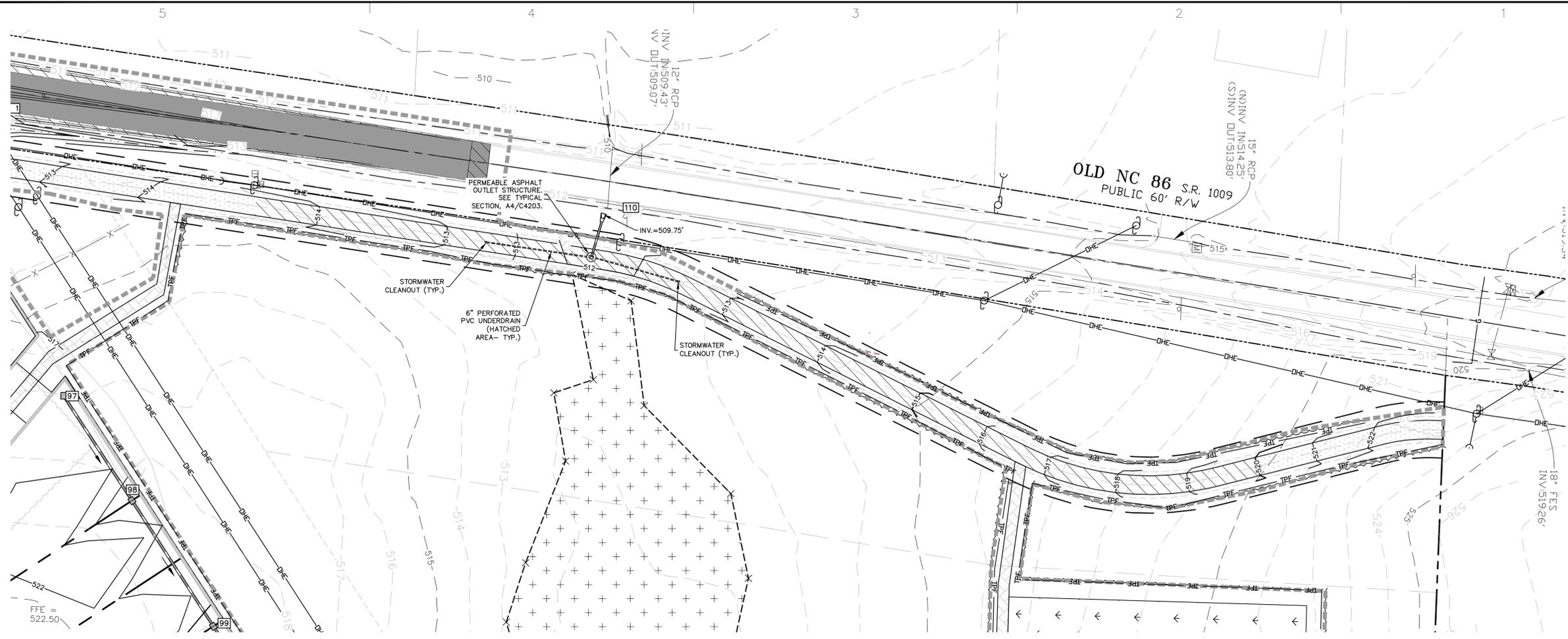
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE NCDOT, NCDOT AND TOWN OF CARBORO STANDARDS AND SPECIFICATIONS.
- THE STORMWATER MANAGEMENT SYSTEM FOR THIS PROJECT HAS BEEN DESIGNED TO PROVIDE DETENTION STORAGE SUFFICIENT TO REDUCE PEAK FLOWS TO PRE-DEVELOPMENT LEVELS DURING ALL STORM EVENTS UP THROUGH THE 100-YEAR, 24-HOUR STORM EVENT FOR ALL POINTS WHERE STORMWATER LEAVES THIS PROPERTY.
- ALL SIDEWALKS SHALL BE CONSTRUCTED SUCH THAT THE LONGITUDINAL SLOPE DOES NOT EXCEED 5% AND THE CROSS-SLOPE DOES NOT EXCEED 2%. IF THERE ARE ANY DISCREPANCIES, NOTIFY THE ENGINEER.
- ALL SCM'S TO BE PRIVATELY MAINTAINED.

PRELIMINARY GRADING PLAN



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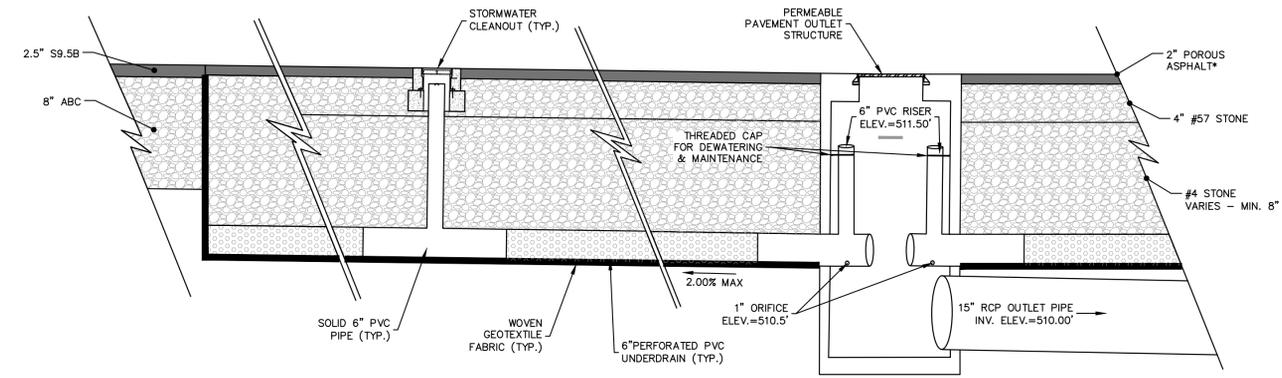




B4 C4202
 PERMEABLE ASPHALT ENLARGEMENT
 SCALE: 1"=30'

DRAWING LEGEND

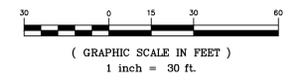
SYMBOL/ABBREVIATION	EXISTING	PROPOSED	DESCRIPTION
—SD	—SD	—SD	STORM DRAINAGE LINE
---	---	---	MINOR CONTOUR
---	---	---	MAJOR CONTOUR
▲	▲	▲	RIPRAP APRON
△	△	△	FLARED END SECTION
---	---	---	TREE LINE
▨	▨	▨	PERMEABLE ASPHALT SYSTEM
▩	▩	▩	ASPHALT MULTI-USE PATHWAY
▧	▧	▧	NATURAL SURFACE TRAIL



A4 C4203
 PERMEABLE ASPHALT SECTION
 SCALE: N.T.S.

*MIXTURE MUST MEET/EXCEED NCDOT REQUIREMENTS (SPECIFICATION SECTION 652) FOR PERMEABLE ASPHALT.

PERMEABLE ASPHALT ENLARGEMENT AND SECTION



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REGISTERED PROFESSIONAL ENGINEER
 STATE OF NORTH CAROLINA
 EXPIRES 12/31/23
 093127
 10 MAR 23
 GEORGE J. RETSCHEL

REVISIONS

DATE	REVISIONS
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JADE CREEK SUBDIVISION
 CARBORO, NORTH CAROLINA

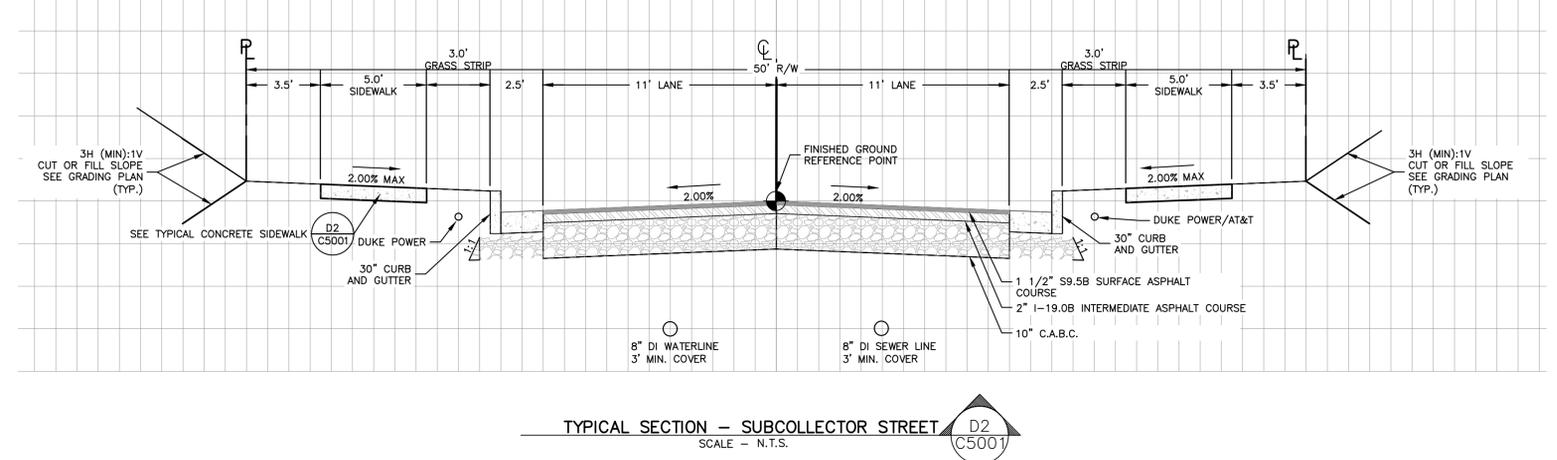
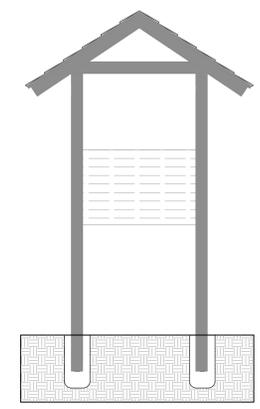
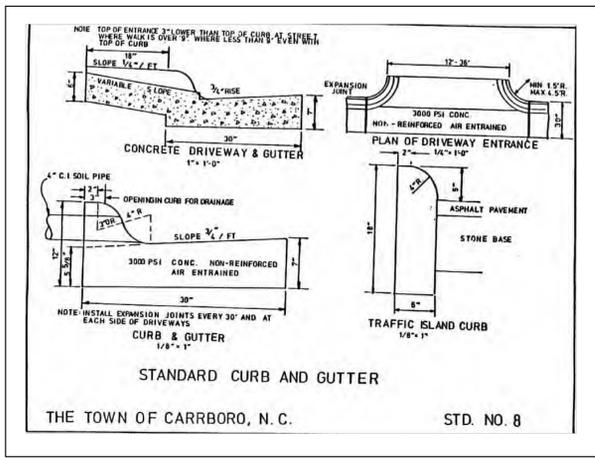
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REVIEWED BY: GJR

SHEET C4203

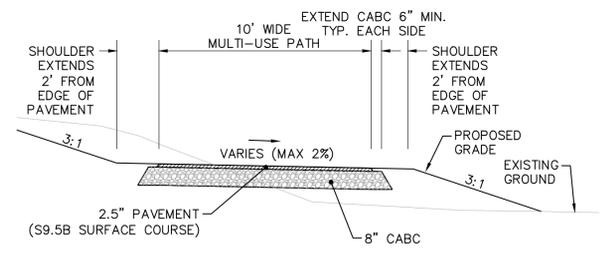
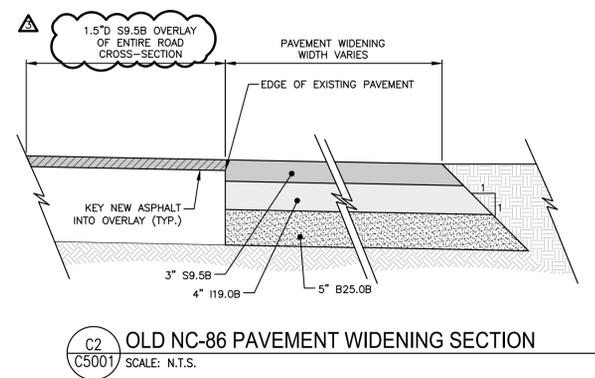
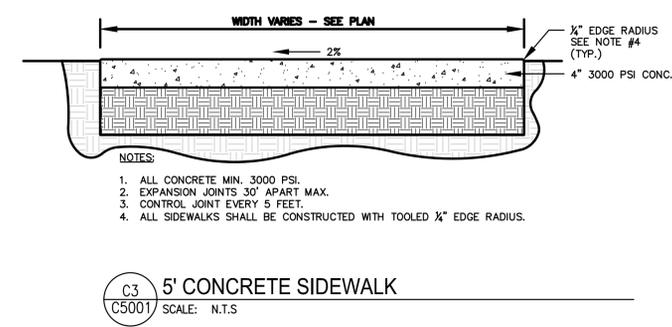
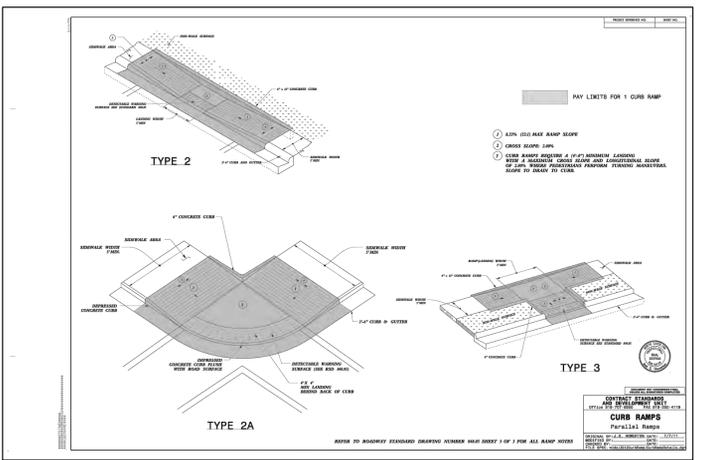
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C5 STANDARD CURB AND GUTTER
C5001 SCALE: N.T.S.

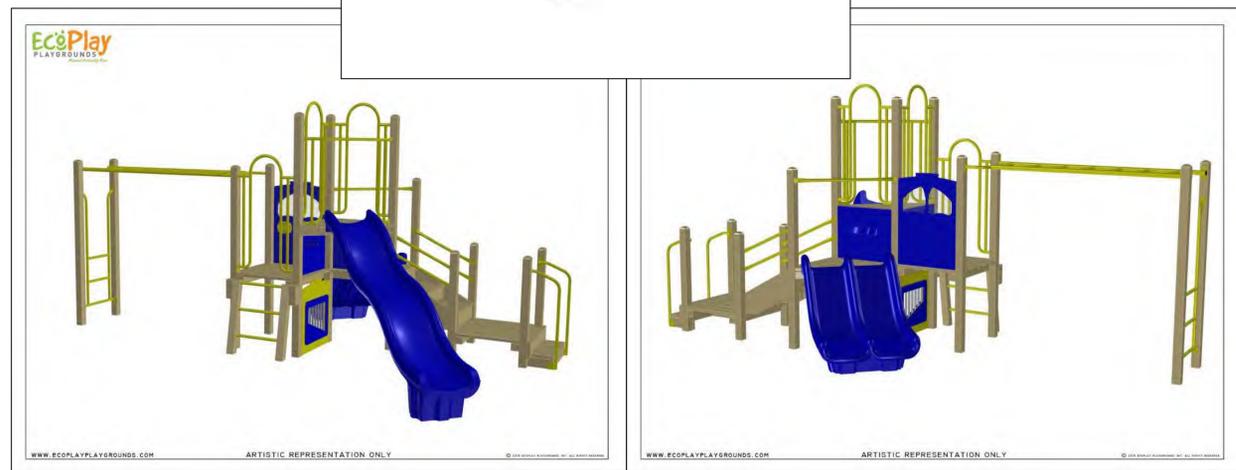
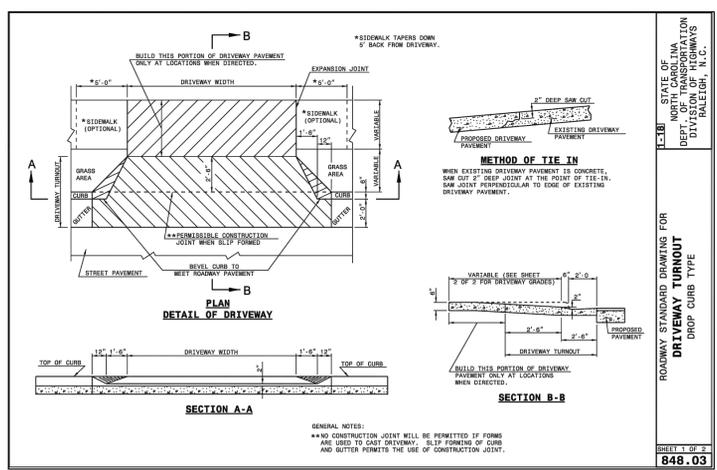
C4 JOB INFORMATION KIOSK
C5001 SCALE: N.T.S.



B5 ADA-COMPLIANT CURB RAMP
C5001 SCALE: N.T.S.

B4 CROSSWALK WARNING SIGN (W11-2)
C5001 SCALE: N.T.S.

B2 MULTI-USE PATHWAY TYPICAL SECTION
C5001 SCALE: N.T.S.



A5 DRIVEWAY TURNOUT
C5001 SCALE: N.T.S.

A3 PRELIMINARY PLAYGROUND EQUIPMENT
A3 C5001 N.T.S.

SITE DETAILS
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Professional Engineer
No. 15062
George J. Retzke

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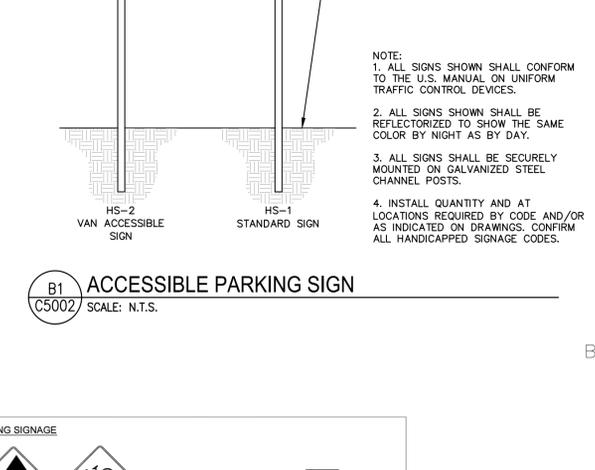
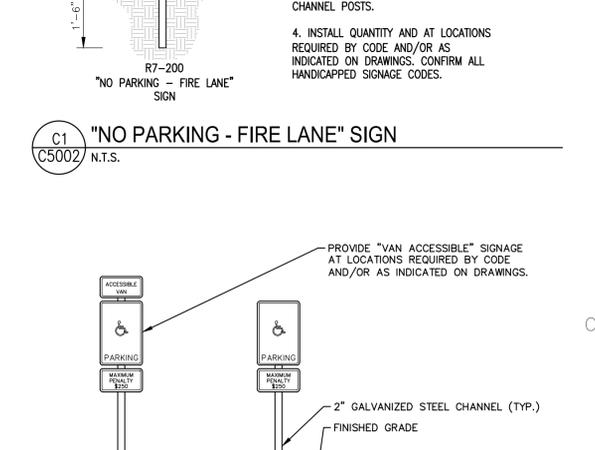
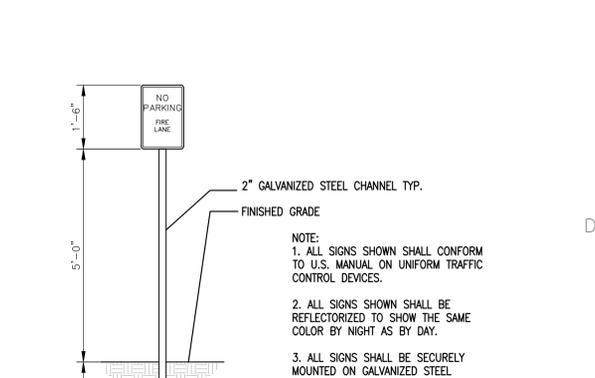
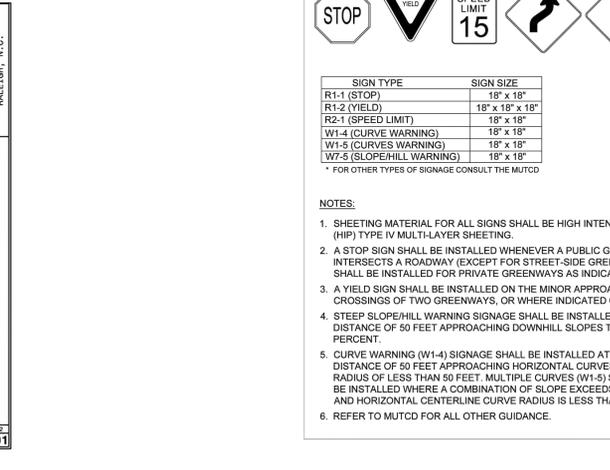
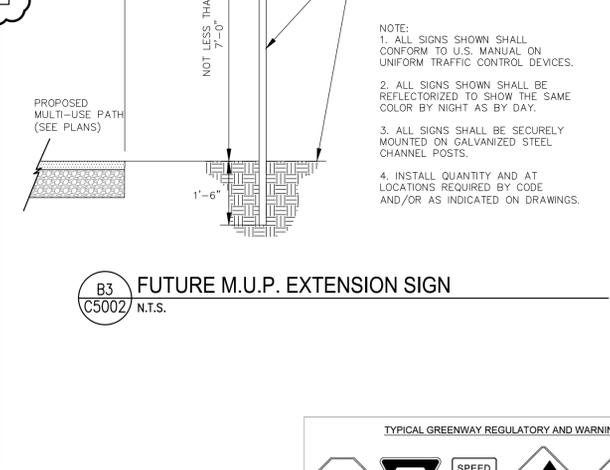
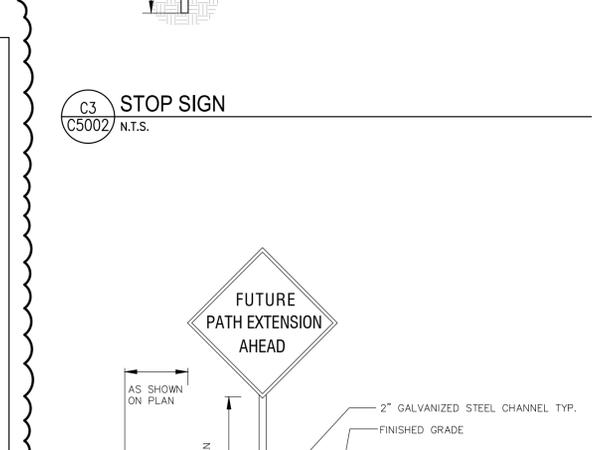
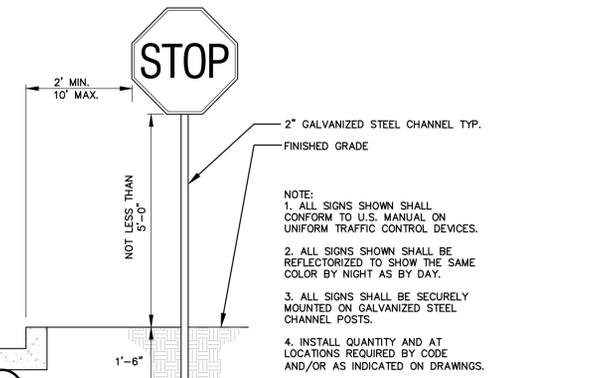
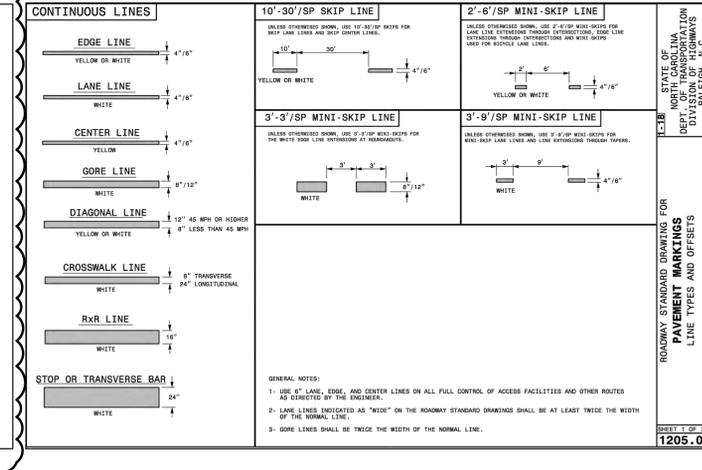
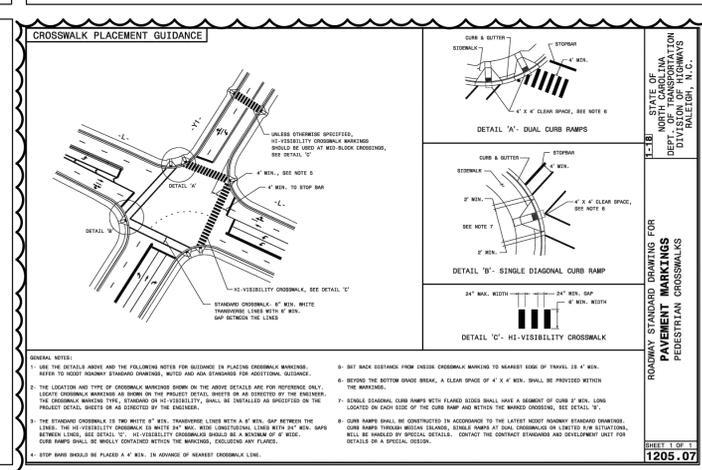
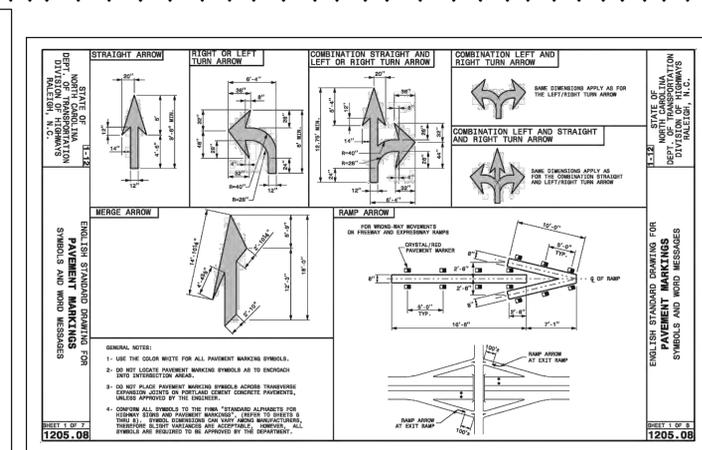
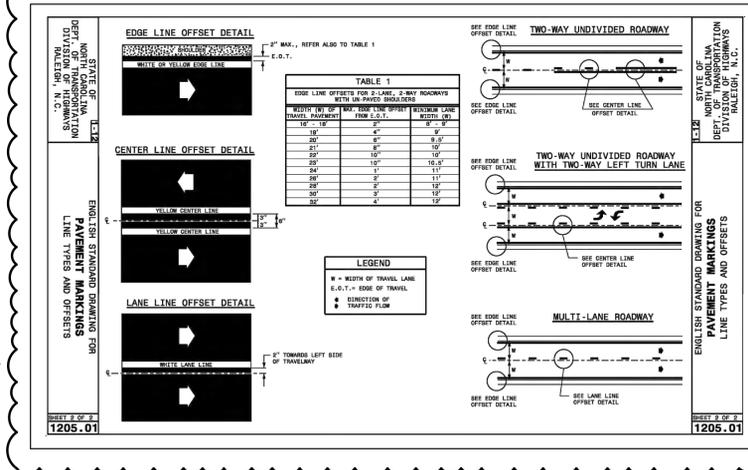
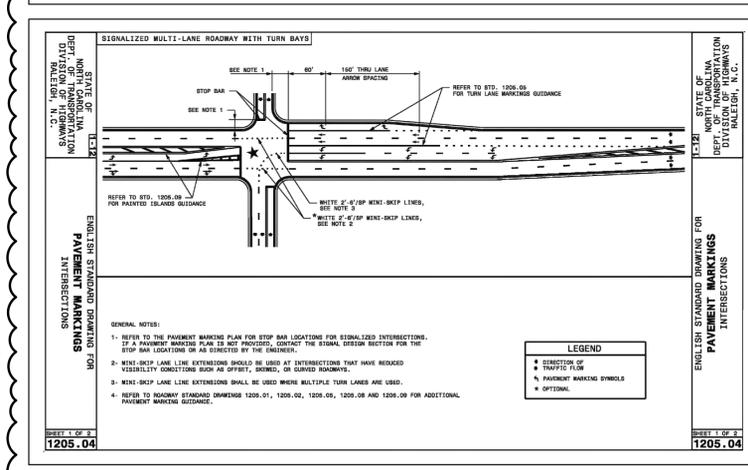
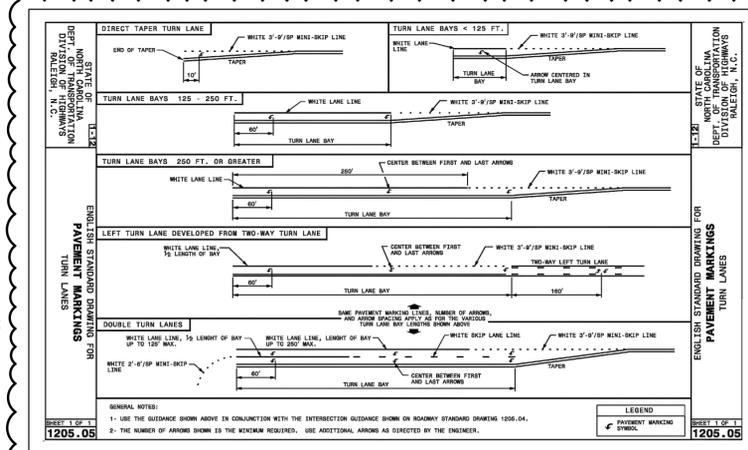
JADE CREEK SUBDIVISION
 CARBORO, NORTH CAROLINA

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SHEET
C5002

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A4 PAVEMENT MARKINGS
 C5002 SCALE: N.T.S.

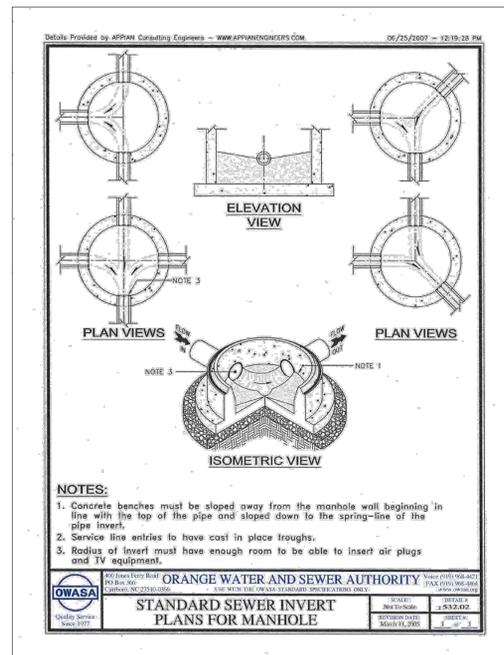
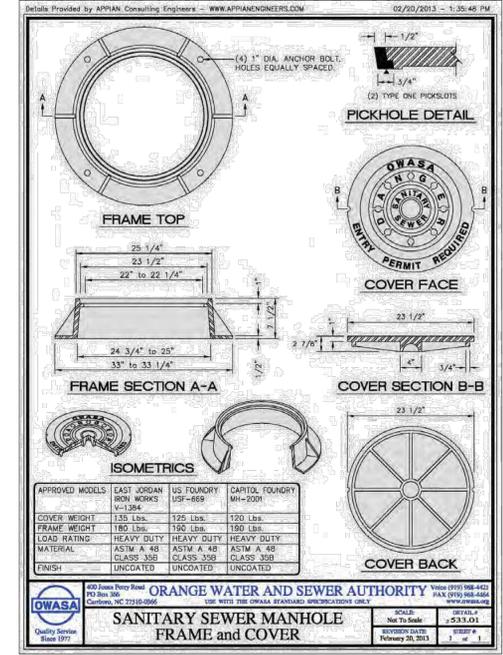
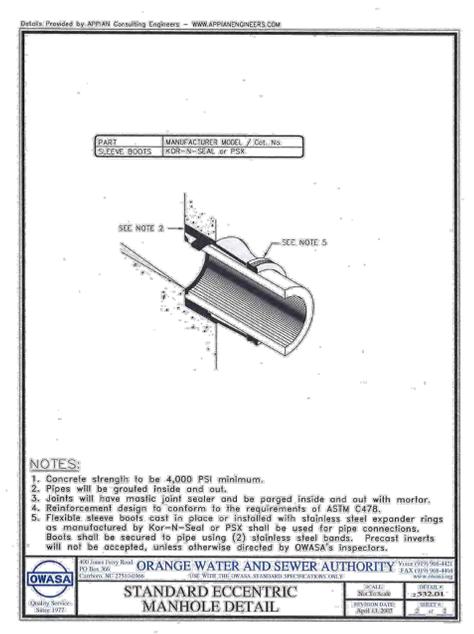
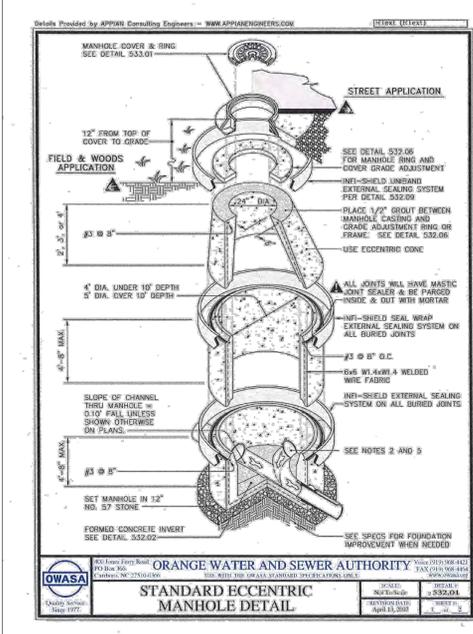
A2 GREENWAY SIGNAGE
 C5002 N.T.S.

A1 STOP SIGN
 C5002 N.T.S.

B1 ACCESSIBLE PARKING SIGN
 C5002 SCALE: N.T.S.

SITE DETAILS
 REVIEW DRAWING
 NOT FOR CONSTRUCTION

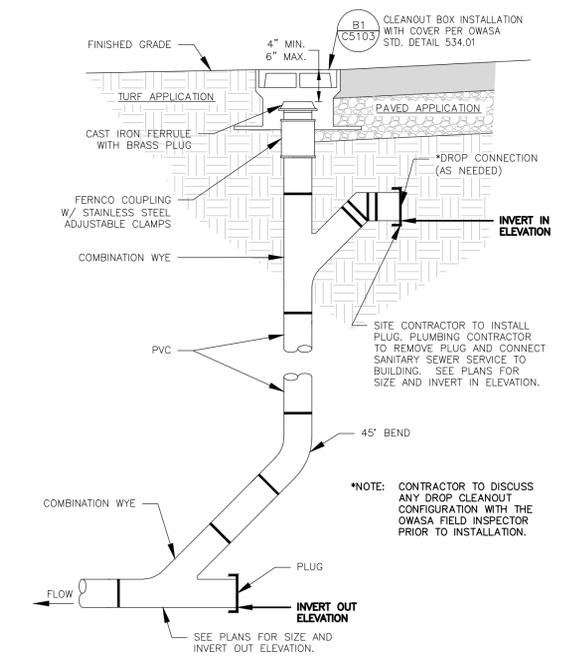
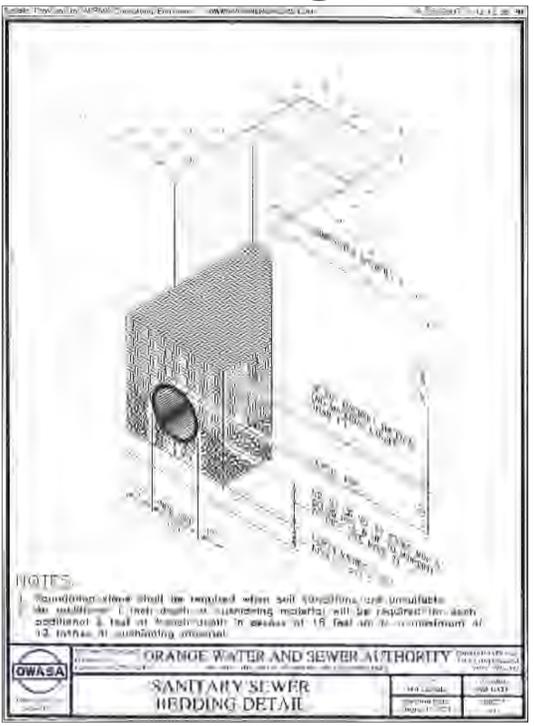
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C5 PRECAST CONCRETE SAN. SEWER MANHOLE
SCALE: N.T.S.

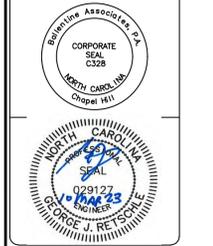
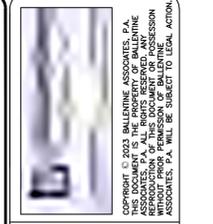
C3 SAN. SEWER MANHOLE COVER
SCALE: N.T.S.

C2 SAN. SEWER MANHOLE INVERT
SCALE: N.T.S.



A5 SANITARY SEWER BEDDING
SCALE: N.T.S.

A4 SAN. SEWER CLEANOUT ASSEMBLY
SCALE: N.T.S.



DATE	REVISIONS
09 NOV 22	PER CARRBORO SUP REVIEW COMMENTS
21 FEB 23	PER CARRBORO SUP REVIEW COMMENTS
10 MAR 23	PER NCDDOT REVIEW COMMENTS

OWNER INFORMATION
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DATE	ISSUED
01 APR 23	SUP SUBMITTAL #1
09 NOV 22	SUP SUBMITTAL #2
21 FEB 23	SUP SUBMITTAL #3
10 MAR 23	SUP SUBMITTAL #4

JADE CREEK SUBDIVISION
 CARRBORO, NORTH CAROLINA

SPECIAL USE PERMIT DRAWINGS

JOB NUMBER: 121010.01
 DATE: 04 MAR 22
 SCALE: AS SHOWN
 DRAWN BY: DAH
 REVIEWED BY: GJR

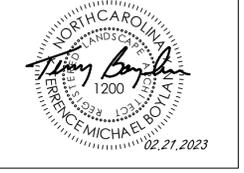
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C5102

UTILITY DETAILS

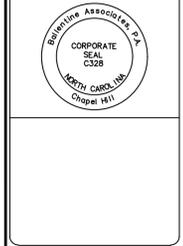
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1149 EXECUTIVE CIRCLE
CARY, NC 27511
P: 919.624.4468
NCBOLA # C-480



BALLENTINE ASSOCIATES, P.A.
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NCBOLA # C-480



LANDSCAPE PLANTING NOTES

- 1. ALL TECHNICAL SPECIFICATIONS AND GENERAL CONDITIONS APPLY. ALL GENERAL NOTES AND GENERAL CONSTRUCTION NOTES APPLY.
- 2. THE CONTRACTOR IS RESPONSIBLE FOR ALL QUANTITY TAKE-OFFS AND VERIFICATION OF MATERIALS AS SHOWN ON THESE PLANS AND IN WRITTEN SPECIFICATIONS. THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES PRIOR TO FINAL BIDDING OR INSTALLATION.
- 3. THE CONTRACTOR SHALL VERIFY LOCATIONS OF EXISTING AND PROPOSED UNDERGROUND UTILITIES PRIOR TO THE INSTALLATION OF ANY PLANT MATERIAL. CONTRACTOR SHALL COORDINATE UTILITY SERVICE LINE LOCATIONS WITH PROPOSED TREE AND SHRUB LOCATIONS.
- 4. ALL LANDSCAPE MATERIALS SHALL CONFORM TO THE ACCEPTED STANDARDS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN, INCLUDING THE AMERICAN STANDARD FOR NURSERY STOCK. (ANSI Z60.1)
- 5. PRIOR TO THE END OF EACH WORKING DAY, THE CONTRACTOR SHALL PROPERLY BACKFILL ALL PLANT MATERIAL THAT HAS BEEN PLACED IN PREPARED HOLES; AND PROPERLY WATER AND MULCH ALL PREPARED GROUND COVER, PERENNIAL AND ANNUAL BEDS.
- 6. ALL TREES AND SHRUBS SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING INSTALLATION.
- 7. ALL ROOT BALLS REMOVED FROM CONTAINERS SHALL BE SCARIFIED BY HAND PRIOR TO PLACEMENT AND BACK FILLING WITH PREPARED SOILS. HAND TOOLS ARE NOT TO BE USED TO SCARIFY ROOT BALLS.
- 8. ALL ROPE AND WRAPPING TWINE SHALL BE CUT AND REMOVED FROM AROUND THE UPPER PARTS OF THE ROOT BALL. METAL BASKET WIRES AND BURLAP SHALL BE PULLED BACK AND TUCKED UNDER THE EDGES OF THE SAUCER RINGS ON ALL TREES AND LARGE SHRUBS. ALL SYNTHETIC BURLAP SHALL BE REMOVED FROM PLANT BALLS PRIOR TO BACKFILLING.
- 9. ALL PLANTING AREAS SHALL BE EDGED WITH SMOOTH, CONTINUOUS CURVES. PINE STRAW MULCH, IF SPECIFIED, SHALL BE ROLLED AND TUCKED ALONG PLANT BED EDGES.
- 10. GRASS SOD SHALL BE LOCALLY HARVESTED TIFLAIR CENTIPEDE STOCK OR APPROVED WARM SEASON GRASS EQUAL.
- 11. ALL PLANT MATERIAL SHALL BE PLANTED AT HEIGHTS AS ILLUSTRATED IN THE PLANTING DETAILS & PLANT LIST.
- 12. TREE STAKING AND GUYING, IF NECESSARY, SHALL BE PERFORMED WITHIN A WEEK OF PLANTING. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ALL TREE STAKING MATERIAL AFTER THE FIRST FULL GROWING SEASON OR ONE YEAR, WHICHEVER COMES FIRST.
- 13. B & B AS LISTED UNDER "ROOT" IN THE PLANT LIST INDICATES BALLED AND BURLAPPED.
- 14. ALL PLANT BEDS AND RAISED SAUCER RINGS SHALL BE GRADED TO PROVIDE ADEQUATE DRAINAGE AND SHALL BE MULCHED AS SPECIFIED.
- 15. ALL MATERIALS, PLANTING AND LANDSCAPE WORK SHALL CONFORM TO THE LOCAL OR COUNTY JURISDICTIONAL AUTHORITY'S STANDARD SPECIFICATIONS AND DETAILS.
- 16. IF ANY DISCREPANCIES OCCUR BETWEEN PLANT COUNTS SHOWN IN THE PLAN AND THE LANDSCAPE SCHEDULE, THE PLANT COUNTS ON THE PLAN SHALL DICATE.
- 17. CONTRACTOR SHALL INSTALL NATIVE PLANT MATERIAL AND/OR PLANT MATERIAL PROVIDED BY LOCAL NURSERIES.

PLANTING CALCULATIONS

PROJECT BOUNDARY BUFFER REQUIREMENTS
NO PROJECT BOUNDARY BUFFERS ARE REQUIRED BETWEEN PROPOSED SINGLE FAMILY USE VS EXISTING SINGLE FAMILY USE IN TOWN OF CARRBORO R-20 ZONING DISTRICT.

PROJECT FRONTAGE ALONG OLD NC 86
PER TOWN OF CARRBORO UDO SECTION 15-312: A 100' W AVERAGE TYPE A SCREEN IS REQUIRED ALONG OLD NC 86 HIGHWAY. 416 LF OF 50' W BUFFER IS PROVIDED IN THE SOUTHERN DEVELOPED SECTION, 408 LF OF 140' W BUFFER IS PROVIDED IN THE AREA ALONG NC 86 BETWEEN THE ELECTRICAL EASEMENT AND THE PLAYFIELD, AND 240 LF OF 120' W BUFFER IS PROVIDED ADJACENT TO THE PLAYFIELD FOR AN AVERAGE OF 100 LF BUFFER WIDTH OVERALL. PER COORDINATION WITH TOWN OF CARRBORO, A GREENWAY TRAIL IS BEING PROVIDED IN THAT BUFFER WITH ADDITIONAL PLANTINGS. SEE PLANT SCHEDULE ON SHT. L003 AND OPAQUE SCREEN DETAIL ON SHT. L004 FOR INFORMATION ON SUPPLEMENTAL PLANTINGS TO COMPLEMENT EXISTING TREES TO REMAIN IN THIS AREA.

PER TOWN OF CARRBORO UDO SECTION 15-316: ONE STREET TREE IS REQUIRED PER 30 LF OF STREET FRONTAGE WITH A MAXIMUM SPACING OF 100 LF. TREES SHALL NOT BE PLACED IN A REGULAR PATTERN BUT IN AN IRREGULAR MANNER.

STREET TREES ARE PLACED AT APPROX. 40' OC SO THAT ONE TREE IS ON EACH RESIDENTIAL LOT AT APPROX. 8' BEHIND SIDEWALK AS CALCULATED BELOW:

STREET A 203 LF (CENTERLINE LENGTH) - 25 LF FOR LOOP ROAD R/W = 178 LF X 2 = 356 LF
356 LF OF FRONTAGE / 30 REQUIRES 12 TREES, PROVIDED: 12 TREES

BLOCKER ROAD 146 LF (CENTERLINE LENGTH) - 25 LF FOR LOOP ROAD R/W = 121 LF X 2 = 242 LF
242 LF OF FRONTAGE / 30 REQUIRES 8 TREES, PROVIDED: 8 TREES

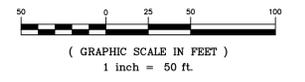
STREET B 1985 LF (CENTERLINE LENGTH) - 110 LF NET FOR BLOCKER RD/ENTRANCE RD
R/Ws = 1875 LF X 2 = 3750 LF / 30 REQUIRES 125 TREES, PROVIDED: 125 TREES
ALONG LOT FRONTAGES AND IN OPEN SPACE AREAS ADJACENT TO LOOP RD R/W

CONTRACTOR SHALL COORDINATE TREE LOCATIONS WITH PROPOSED DRIVEWAY, LIGHT POLE AND WATER/SEWER SERVICE LOCATIONS ON EACH LOT.

TREE CANOPY NOTE

PER CARRBORO LAND USE ORDINANCE, A TOTAL OF 40% TREE CANOPY SHALL BE RETAINED ON SITE OR PLANT REPLACEMENT ADDED TO ENSURE A MINIMUM OF 40% CANOPY ON SITE. THIS REQUIREMENT IS MET BY THE PRESERVATION OF EXISTING TREES ON SITE IN NON-DEVELOPED AREAS.

PRELIMINARY LANDSCAPE PLAN



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JADE CREEK SUBDIVISION
CARRBORO, NORTH CAROLINA
SPECIAL USE PERMIT DRAWINGS

JOB NUMBER: 121010.01
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REVIEWED BY: GJR

SHEET L1001



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NCBOLA # C-480



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1000 W. CHAPEL ROAD, CHAPEL HILL, NC 27514
CORPORATE SEAL C326
SHERYL CARROLL
Chapel Hill, NC

REVISIONS

DATE	REVISIONS
08 NOV 22	PER CARRBORO SUP REVIEW COMMENTS
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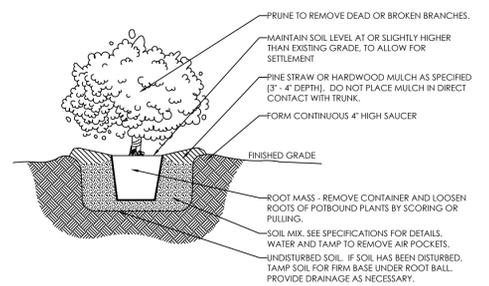
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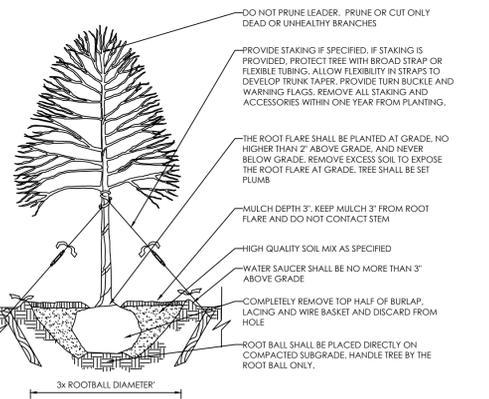
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03 FEB 23	SUP SUBMITTAL #3



NOTES:
1. ALL TECHNICAL SPECIFICATIONS AND GENERAL CONDITIONS APPLY.
2. REMOVE ALL TAGS, TWINE OR OTHER NON-BIODEGRADABLE MATERIALS ATTACHED TO PLANT OR ROOT MASS.

SHRUB PLANTING
NOT TO SCALE



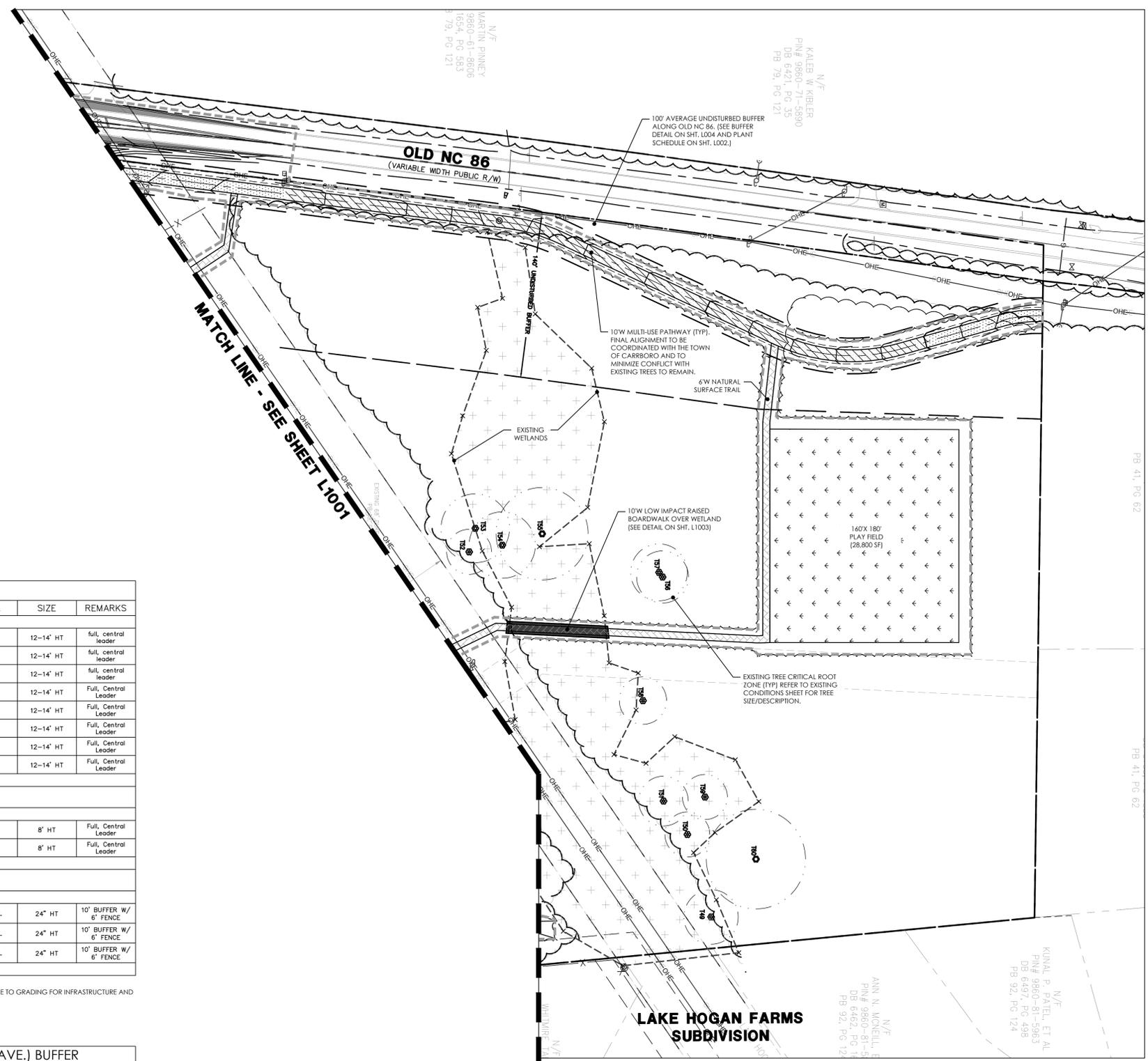
DECIDUOUS TREE PLANTING
NOT TO SCALE

LANDSCAPE SCHEDULE							
KEY	QTY.	BOTANICAL NAME	COMMON NAME	CAL.	CONT.	SIZE	REMARKS
CANOPY TREES							
LITU	8	Liriodendron tulipifera 'Ardis'	Tulip Poplar	2.5" CAL	B+B	12-14' HT	full, central leader
QUFA	39	Quercus falcata	Southern Red Oak	2.5" CAL	B+B	12-14' HT	full, central leader
QUCO	52	Quercus coccinea	Scarlet Oak	2.5" CAL	B+B	12-14' HT	full, central leader
NSGG	6	Nyssa sylvatica 'Green Gable'	Black Gum	2.5" CAL	B+B	12-14' HT	Full, Central Leader
QULA	3	Quercus laurifolia 'Darlington'	Laurel Oak	2.5" CAL	B+B	12-14' HT	Full, Central Leader
QUPH	15	Quercus phellos 'Hightower'	'Hightower' Willow Oak	2.5" CAL	B+B	12-14' HT	Full, Central Leader
PLOC	4	Platanus occidentalis	Sycamore	2.5" CAL	B+B	12-14' HT	Full, Central Leader
ACSA	3	Acer saccharum	Sugar Maple	2.5" CAL	B+B	12-14' HT	Full, Central Leader
SUBTOTAL:	132						
EVERGREEN TREES							
JUVI	3	Juniperus virginiana	Eastern Red Cedar	2" CAL	B+B	8' HT	Full, Central Leader
MAGR	8	Magnolia grandiflora	Southern Magnolia	2" CAL	B+B	8' HT	Full, Central Leader
SUBTOTAL:	11						
SHRUBS							
PRCA	65	Prunus caroliniana	Carolina Cherry Laurel	N/A	5-7 GAL	24" HT	10' BUFFER W/ 6" FENCE
MOCA	36	Morella carolinensis	Southern Bayberry	N/A	5-7 GAL	24" HT	10' BUFFER W/ 6" FENCE
MYCE	24	Myrica cerifera	Wax Myrtle	N/A	5-7 GAL	24" HT	10' BUFFER W/ 6" FENCE
SUBTOTAL:	125						

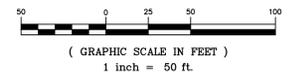
NOTES:
1. ALL STREET TREES IN THE LANDSCAPE SCHEDULE SHALL BE INSTALLED. NO EXISTING TREES ALONG PROPOSED STREETS WILL REMAIN DUE TO GRADING FOR INFRASTRUCTURE AND LOTS.
2. 100% OF PROPOSED BUFFER SHRUBS AND 8% OF PROPOSED TREES ARE EVERGREEN - FOR WINTER COLOR AND SHADING.

LANDSCAPE SCHEDULE - SUPPLEMENTAL PLANTS FOR 100' (AVE.) BUFFER							
KEY	QTY.	BOTANICAL NAME	COMMON NAME	CAL.	CONT.	SIZE	REMARKS
EVERGREEN CANOPY TREES							
AS REQ'D.		Quercus laurifolia	Laurel Oak	2" CAL	B+B	10-12' HT	100' AVE. TYPE A BUFFER
EVERGREEN TREES							
AS REQ'D.		Juniperus virginiana	Eastern Red Cedar	2" CAL	B+B	8' HT	100' AVE. TYPE A BUFFER
AS REQ'D.		Magnolia grandiflora	Southern Magnolia	2" CAL	B+B	8' HT	100' AVE. TYPE A BUFFER
AS REQ'D.		Pinus taeda	Loblolly Pine	2" CAL	B+B	8' HT	100' AVE. TYPE A BUFFER
EVERGREEN SHRUBS							
AS REQ'D.		Ilex glabra 'Shamrock'	Inkberry Holly		5-7 GAL	24"	100' AVE. TYPE A BUFFER
AS REQ'D.		Ilex vomitoria 'Taylors Rudolph'	Yaupon Holly		5-7 GAL	24"	100' AVE. TYPE A BUFFER
AS REQ'D.		Kalmia latifolia 'Minuet'	Mountain Laurel		5-7 GAL	24"	100' AVE. TYPE A BUFFER
AS REQ'D.		Myrica cerifera 'Don's Dwarf'	Southern Wax Myrtle		5-7 GAL	24"	100' AVE. TYPE A BUFFER

NOTES:
1. EVERGREEN TREES AND SHRUBS LISTED IN THIS LANDSCAPE SCHEDULE ARE TO BE USED TO SUPPLEMENT EXISTING TREES THAT ARE TO REMAIN IN THE 100' TYPE "A" OPAQUE SCREEN ALONG OLD NC 86 PER APPENDIX E OF THE CARRBORO LAND USE ORDINANCE. SEE DETAIL ON SHEET L004.



PRELIMINARY LANDSCAPE PLAN

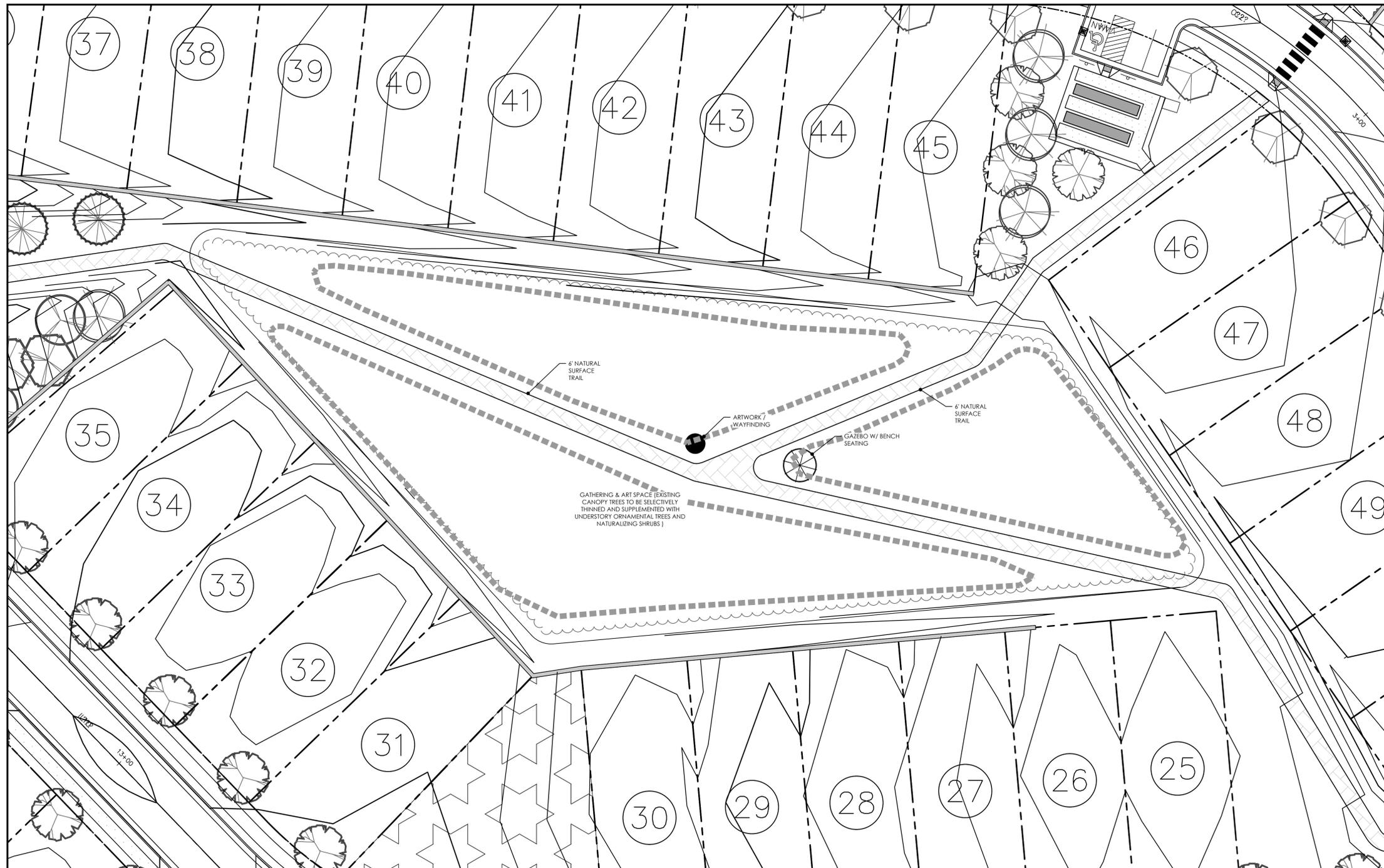


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JADE CREEK SUBDIVISION
CARRBORO, NORTH CAROLINA
SPECIAL USE PERMIT DRAWINGS

JOB NUMBER: 121010.01
DATE: 04 MAR 22
SCALE: AS SHOWN
DRAWN BY: DAH
REVIEWED BY: GJR

**SHEET
L1002**



Village Green
Land Design

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Timothy Bowler
1200
MICHAEL BOYLA

02.21.2023

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DATE	REVISIONS	NUM
09 NOV 22	PER CARRBORO SUP REVIEW COMMENTS	1
21 FEB 23	PER CARRBORO SUP REVIEW COMMENTS	2

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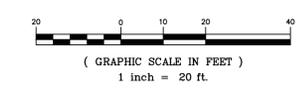
ISSUED	DATE
SUP SUBMITTAL #1	01 APR 22
SUP SUBMITTAL #2	09 NOV 22
SUP SUBMITTAL #3	03 FEB 23

JADE CREEK SUBDIVISION
CARRBORO, NORTH CAROLINA

SPECIAL USE PERMIT DRAWINGS



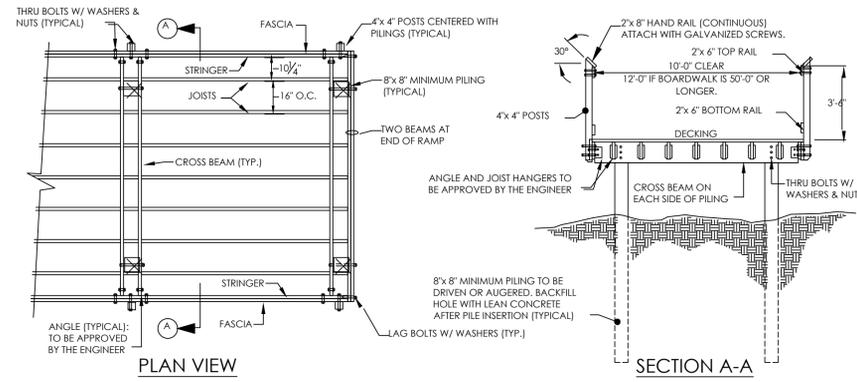
GATHERING SPACE CONCEPT PLAN



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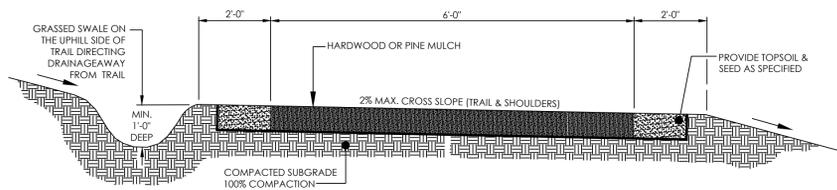
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L1003

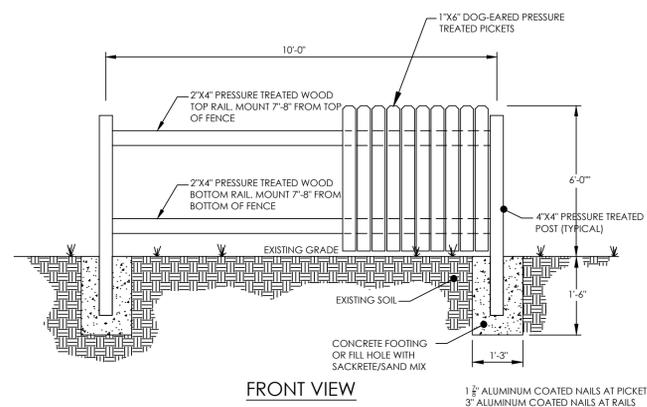


- NOTES:**
1. MINIMUM PILE PENETRATION FOR PIERS SHALL BE 10 FEET (OR APPROVED DEPTH BY GEOTECHNICAL ENGINEER).
 2. SMALL MEMBERS SHALL HAVE PRE-DRILLED HOLES TO PREVENT SPLITTING DURING CONSTRUCTION. DECKING TO BE ATTACHED TO JOISTS USING GALVANIZED SCREWS & HARDWARE (ALL WOODEN MEMBERS SHALL BE BOLTED OR SCREWED TOGETHER, NO NAIL CONNECTIONS).
 3. ALL BOLTS, NUTS, WASHERS, ETC. SHALL BE HOT DIPPED GALVANIZED AFTER FABRICATION IN ACCORDANCE WITH ASTM A153.
 4. TIMBER BOARDWALK IS DESIGNED IN ACCORDANCE WITH AASHTO STANDARD SPECIFICATIONS FOR HIGHWAY BRIDGES (17 EDITION - 2002). DESIGN LIVE LOAD IS SMALL VEHICLE OF 5000 POUNDS, 2500 POUNDS PER AXLE WITH A MINIMUM 96 INCH WHEEL BASE.
 5. SITE SOIL PROPERTIES ARE ASSUMED TO SUPPORT FOUNDATION LOADS. CONTRACTOR SHALL PROVIDE GEOTECHNICAL REPORT TO THE ENGINEER INDICATING THE SITE SOIL PROPERTIES THAT CAN SUPPORT FOUNDATION LOADS PRIOR TO BEGINNING CONSTRUCTION.
 6. JOIST HANGER SHALL BE CAPABLE OF SUPPORTING A MINIMUM SAFE WORKING LOAD OF 3150 POUNDS AND SHALL BE GALVANIZED.
 7. STRUCTURAL ENGINEER SHALL SIZE ALL LUMBER AND SPACING APPROPRIATELY TO MEET CAPACITY REQUIREMENTS, AND SHALL PROVIDE A SEALED CERTIFICATION TO TOWN THAT STRUCTURE WAS CONSTRUCTED IN ACCORDANCE WITH PLANS AND TOWN SPECIFICATIONS.
 8. IF RUNNING SLOPE EXCEEDS 3%, HANDRAILS SHALL BE PROVIDED IN ACCORDANCE WITH AASHTO / ADA.

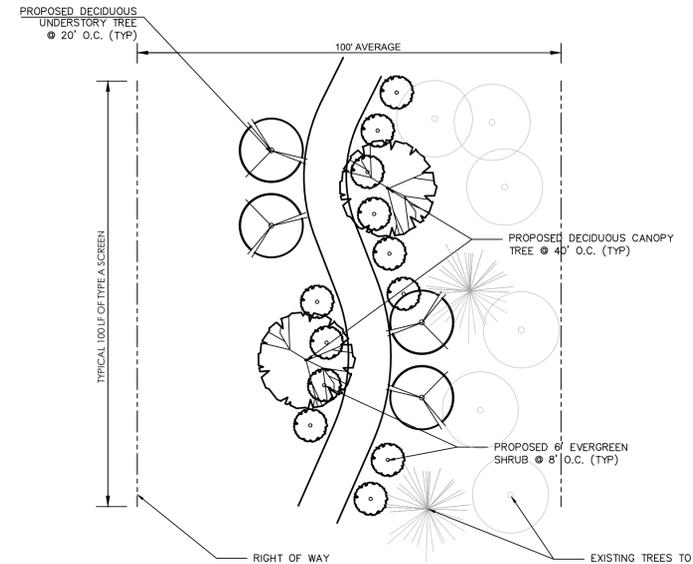
**GREENWAY BOARDWALK
(PLAN & SECTION VIEW)**



6 FT. NATURAL SURFACE GREENWAY TRAIL



**STANDARD SOLID WOOD PRIVACY FENCE
(AMERICAN FENCE COMPANY OR APPROVED EQUAL)**



100'W (AVERAGE), TYPE A BUFFER DETAIL

1. CONTRACTOR SHALL COORDINATE WITH DESIGNER AND TOWN OF CARRBORO STAFF TO FIELD LOCATE TRAIL TO MINIMIZE DISTURBANCE TO EXISTING TREES THAT ARE TO REMAIN.
2. PROPOSED CANOPY TREES SHALL BE PLANTED TO SUPPLEMENT EXISTING TREES SUCH THAT THERE IS A CANOPY TREE AT A MINIMUM OF 40' O.C. ALONG ENTIRE LENGTH OF BUFFER.
3. PROPOSED UNDERSTORY TREES SHALL BE PLANTED IN AREAS WHERE EXISTING PINE TREES ARE TO REMAIN BUT DO NOT PROVIDE INTERMITTENT VISUAL OBSTRUCTION PER LAND USE ORDINANCE REQUIREMENTS.
4. PROPOSED EVERGREEN SHRUBS SHALL BE PLANTED ALONG LENGTH OF BUFFER AT 8' O.C. AND SHALL PROVIDE AN OPAQUE SCREEN UP TO 4' WITHIN 3 YRS. OF PLANTING. SHRUB PLANTING LOCATIONS CAN BE ALTERNATED ON BOTH SIDES OF PROPOSED TRAIL SUCH THAT THERE IS NO MORE THAN A 10' WIDE UNOBSTRUCTED OPENING BETWEEN SHRUBS AT ANY LOCATION ALONG BUFFER.

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Timothy Bowlen
 REGISTERED PROFESSIONAL LANDSCAPE ARCHITECT
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 MICHAEL BOYLLA
 02.21.2023

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 #100
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 OWNERS REPRESENTATIVE:
 THURM BOWEN
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 FAX
 EMAIL: tbowen@kbhome.com

ISSUED	DATE
SUP SUBMITTAL #1	01 APR 22
SUP SUBMITTAL #2	09 NOV 22
SUP SUBMITTAL #3	03 FEB 23

JADE CREEK SUBDIVISION
 CARRBORO, NORTH CAROLINA
SPECIAL USE PERMIT DRAWINGS

JOB NUMBER: 121010.01
 DATE: 04 MAR 22
 SCALE: AS SHOWN
 DRAWN BY: DAH
 REVIEWED BY: GJR

**SHEET
L1004**

**REVIEW DRAWING
NOT FOR CONSTRUCTION**

Symbol	Qty	Label	Arrangement	LLF	Description	Mounting Height
☒	11	Open Traditional 50W Type III 3000K	Single	0.850	AVPCL2 P151 XXXX 30K R3 45W	12

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Site	Illuminance	Fc	0.12	4.9	0.0	N.A.	N.A.

LumNo	Label	X	Y	Mounting Height
1	Open Traditional 50W Type III 3000K	1968057.643	800877.535	12
4	Open Traditional 50W Type III 3000K	1968025.393	800586.954	12
5	Open Traditional 50W Type III 3000K	1968206.389	800530.54	12
6	Open Traditional 50W Type III 3000K	1968441.515	800787.134	12
7	Open Traditional 50W Type III 3000K	1968465.073	801083.291	12
8	Open Traditional 50W Type III 3000K	1968375.927	801247.162	12
9	Open Traditional 50W Type III 3000K	1968096.466	801122.805	12
10	Open Traditional 50W Type III 3000K	1967875.842	800876.333	12
11	Open Traditional 50W Type III 3000K	1968092.804	801023.984	12
12	Open Traditional 50W Type III 3000K	1968567.681	801049.021	12
13	Open Traditional 50W Type III 3000K	1967988.22	800830.976	12



Outdoor Lighting

OPEN TRADITIONAL LED

LED (Light-emitting diode) 50 watts

Mounting height 12' - 17'

Color Black, Green (Special Conditions)

Pole Style A, Style B, Style C, Style D, Style E, Style F

IESNA cutoff classification: Full-cutoff
Color temperature: 3,000K, Primary, 4,000K Available

FIXTURE	WATTS	LUMENS	PATTERN	BUG RATING
Open Traditional 50	50	4,309 4,694	III V	B1-U0-G1 B3-U0-G1

LIGHT DISTRIBUTION PATTERNS

POLE AVAILABLE **MOUNTING HEIGHT** **FOUNDATION**

Style A	12', 15', 17'	Direct Bury, Anchor Base
Style B	12', 17'	Anchor Base
Style C	12'	Anchor Base
Style D	12'	Anchor Base
Style E	12'	Anchor Base
Style F	12'	Anchor Base

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#	Date	Comments

Revisions

Drawn By: Weston Snow Photometric Designer
 Checked By:
 Date: 2/22/2023
 Scale: 1" = 80'

Jade Creek
 Carrboro NC



BALLENTINE
ASSOCIATES, PA

1 Apr 2022

Mr. Marty Roupe
Development Review Administrator
Town of Carrboro
301 W Main St
Carrboro, NC 27510

Subject: Jade Creek Subdivision
8522 Old NC 86
Carrboro, NC
Response to Joint Advisory Board Meeting Comments

Dear Marty,

This letter was written in response to Concept Plan comments received for the referenced project following the Joint Advisory Board Meeting on January 6th, 2022. We received these comments between January 21st, 2022 and February 22nd, 2022. Below are the comments, each followed by our response in bold type.

Comments from Namdi Brandon (Carrboro Environmental Advisory Board) received February 22nd:

- Soccer field area: Instead of an open soccer field, consider

1. Building a community garden or natural garden

Response: The formal soccer field shown on the Concept Plan has been replaced with an informal play field, which is required by Carrboro's LUO.

2. A more naturalized play space with trees, such as a disc golf course

Response: The formal soccer field shown on the Concept Plan has been replaced with an informal play field, which is required by Carrboro's LUO.

3. Community solar

Response: While a ground-mounted community solar plant is not feasible for this property, KB Home will include rooftop solar as an available option for individual home buyers.

- Power lines

4. Be aware of any health concerns of locating housing next to power lines

Response: Acknowledged.

- Affordability, Density

5. We feel that the current housing being considered is not affordable for the community

Response: KB Home will provide affordable housing options as required by the Town’s LUO and believes that the remaining “market rate” homes to be offered in this community will help fill the “missing middle”, the demand for which is high in this market.

6. We recommend making the housing more affordable by diversifying the types of homes offered

Response: KB Home will provide affordable housing options as required by the Town’s LUO and believes that the remaining “market rate” homes to be offered in this community will help fill the “missing middle”, the demand for which is high in this market.

7. Consider utilizing duplexes instead of townhomes to address affordability and environmental concerns

Response: KB Home will pursue only single-family homes for this subdivision. The subdivision design proposed is compact and concentrates development on the least sensitive portions of the site.

- Transportation

8. We recommend working with Chapel Hill Transit to include a transit stop in the development

Response: There is currently no Chapel Hill Transit service in this area, but we are willing to work with Chapel Hill Transit to include a transit stop if one is required.

9. Ensure the development is accessible for bicyclists

Response: Bicycle connectivity to the site is provided via the multi-use paths proposed along the southern and western edges of the site.

10. Consider adding EV charging infrastructure to homes or add publicly-accessible EV charging stations

Response: If the ultimate owner of the house is interested in adding an EV charging station to their house, then the developer is willing to work with the owner to have an EV charging station installed. A public EV charging station can be installed at the mail kiosk location if required.

- Solar

11. Consider solar when designing the homes; ensure they are oriented in a manner that would maximize ability to utilize solar panels

Response: KB Home will include rooftop solar as an available option for individual home buyers.

- Recycling

12. Consider adding a community recycling site with educational materials for residents

Response: To help minimize impervious cover and total development footprint, we are not proposing a separate community recycling center. Recycling will be provided by individual homeowners.

13. Consider retaining as many canopy trees as possible throughout the site

Response: The design of the subdivision is centered around preserving as much natural space as possible, while creating a yield that works for the developer. We will be preserving as many canopy trees as we can and will be planting additional canopy trees to supplement.

14. Consider performing an environmental assessment before site development

Response: Wetlands and cultural resources evaluations have been performed for the site and those reports are included in the CUP application materials. The project's conceptual layout was based on the four-step process laid out by Carrboro, which is aimed at preserving as much primary and secondary constraint areas as possible.

15. Avoid encroaching on wetlands

Response: Our impact to existing wetlands will be very minimal and will be limited to the construction of a low impact boardwalk across the northern wetland to access the play field.

16. We recommend utilizing native plants for landscaping

Response: Our proposed landscaping plan calls for native plants.

- Bolin Creek Watershed

17. We recommend collecting baseline data regarding flow rate, rain/storm event impact on the wetlands, and water quality in order to determine how sedimentation may affect the dam

Response: The project's stormwater management system will meet or exceed the Town of Carrboro's minimum requirements.

Comments from Carrboro Planning Board received February 22nd:

1. Strongly encourage the inclusion of affordable housing units, especially for lower AMIs.

Response: KB Home will provide affordable housing options as required by the Town's LUO and believes that the remaining "market rate" homes to be offered in this community will help fill the "missing middle", the demand for which is high in this market.

2. Appreciate the increased density and smaller lot sizes. We encourage the applicant to consider additional increases in density or types of housing, including townhomes, condominium units, or duplexes. Because this development would be an AIS, it provides the opportunity for much more creativity. One consideration would be to build denser, multi-family housing closer to Old NC 86 and scale down the density as the site moves closer to the existing houses along Shadow Ridge Place.

Response: KB Home would prefer to construct single-family homes on this property and we believe the number of units shown, while not the maximum allowed by the Carrboro LUO, is the number of units that creates a successful project while allowing us to minimize disturbance to sensitive portions of the site.

3. Ask if there is the ability to increase the buffer between the lots shown within the concept plan and the existing homes on Shadow Ridge Place.

Response: Although a buffer is not required by Carrboro's LUO, we are proposing a 6' tall opaque wooden fence and a 10' wide vegetated buffer between the existing lots along Shadow Ridge Pl and the proposed lots.

4. Ask that the traffic impacts analysis consider:
 - o The impacts to morning school traffic,
 - o Whether or not a signal is warranted at the entrance to Old NC 86,
 - o The feasibility of dedicated turn lanes on Old NC 86 turning into the site and within the site turning onto Old NC 86, and
 - o Study both options for connectivity into the current neighborhood (with and without connection).

Response: A traffic impact analysis was performed by VHB and is included with the CUP application. A traffic signal is not warranted at the entrance on Old NC 86 and the CUP drawings reflect the turn lanes recommended by the study. The study did not evaluate a scenario where no connection is made to Blocker Street the Town requires that this connection be made.

5. Request that the traffic impact analysis be independent of the applicant/application.

Response: The Town staff and NCDOT both confirmed that a traffic study was not required based on the size of this project. However, the applicant indirectly retained the transportation firm of VHB to perform a TIA, which is included in the CUP application.

6. Prefer that connectivity with the current neighborhoods remain per the ordinance. We feel pedestrian safety is better served by including traffic calming measures on the new road and/or Shadow Ridge Place.

Response: A connection to Shadow Ridge Pl via Blocker Rd is proposed, as it is required in the Carrboro ordinance. We are open to installing traffic calming measures on the new roads. As these roads will be public and maintained by Carrboro, we would look to the Town for guidance on specific measures that would be acceptable.

7. Encourage the preservation of trees to maintain the existing cover, including preserving larger trees that would provide increased canopy sooner rather than replanting new trees.

Response: The design of the subdivision is around preserving as much natural space as possible. We will be preserving as many canopy trees as we can and will be planting more canopy trees on the site.

8. Suggest that the eventual HOA charter accurately describe to owners how Carrboro's environmental buffers govern their use of the lot.

Response: The HOA documents will address these issues, as applicable.

Comments from David Markiewicz (Carrboro Appearance Commission) received February 22nd:

1. The developer should retain the tree canopy in the center portion of the proposed subdivision and create a landscaping buffer between proposed new subdivision and existing houses/lots within Lake Hogan Farms Subdivision.

Response: The design of the subdivision is centered around preserving as much natural space as possible and we will be able to retain much of the center portion of the site to create a gathering space. Unfortunately, there are no significant canopy trees in this area, so we are proposing to selectively thin the area and preserve any quality understory trees in the area. New canopy trees will be planted in this area.

Although a buffer is not required by Carrboro's LUO along the eastern edge of the property, we are proposing a 6' tall opaque wooden fence and a 10' wide vegetated buffer between the existing lots along Shadow Ridge Pl and the proposed lots.

2. The Appearance Commission has concerns regarding the dimension/size of the lots (i.e., narrow width and length). In essence, the footprint of the house in regard to the size of the lots leaves little area for yards and landscaping on each individual lot.

Response: The proposed lot layout does create a fairly dense residential development. However, this has allowed us to preserve the central portion of the site, limit the overall disturbance to the property, and provide recreational amenities like a central gathering space, multi-purpose paths, natural paths, playground, and a play field.

3. Formalize the greenways more to work in coordination with the existing greenways of Lake Hogan Farms Subdivision.

Response: The proposed greenway path will tie into the existing greenway path along Lake Hogan and continue west and then north along Old NC86.

Comments from Carrboro Stormwater Advisory Commission received January 21st:

1. Keep the disturbed area and all lots out of the water quality buffers. If necessary, remove units 1-6 to preserve buffers, or make modifications to stay out of buffers.

Response: We will be building retaining walls along the backside of lots to help minimize impact to the water quality buffers.

2. Sizing on SCMs. Perform preliminary sizing on SCMs to ensure there is adequate space such that the SCM will not enter or incur into the buffer.

Response: The two proposed SCMs will both be stormwater wetlands and both have been sized per Carrboro and DEQ standards. Small impacts to the buffers will be required in order to install outlet structures.

3. Recreation requirement (soccer fields replacing forested areas). Waive the ordinance requiring the developer to put in a soccer field or any other developed feature on the north end of the site. Maintain the natural area with a walking trail that connects to the development via a boardwalk that crosses the wetland. Provide signage along the way to educate people on the importance of wetlands for stormwater and wildlife.

Response: The 28,800 sf. playfield show is required by the LUO. We will explore the inclusion of educational signage on the proposed boardwalk.

4. Access to SCMs, easement. Provide a platted easement or maintenance access to the SCMs.

Response: Access easements will be provided for the SCM's.

5. Ensure maintenance of SCMs in the future via documentation.

Response: Perpetual maintenance of SCMs will be required in the HOA documents.

6. Install signs for SCMs informing public of their purpose and requirements.

Response: Informative SCM signage will be explored.

7. No paved path through wetland – prefer elevated boardwalk or provide a nature trail.

Response: We are proposing a low impact elevated boardwalk where the proposed natural path crosses the existing wetland.

8. Appreciate smaller lots to preserve vegetated areas as long as they stay out of the stream buffer.

Response: Acknowledged.

9. Would like to see a commitment to using stormwater wetlands for SCMs.

Response: Both SCM's will be stormwater wetlands.

10. Would like to see Low Impact Development control with hydrograph matching in stormwater design.

Response: the proposed stormwater management system will be designed to Carrboro and DEQ standards.

Comments from Lake Hogan Farms Subdivision received February 22nd:

Environmental Impact Concerns

- Wetlands

1. The 36-acre parcel being developed contains several restricted wetland areas and drains directly into Bolin Creek and Lake Hogan. Since new housing can only be built in non-wetland areas, this drastically reduces the portion of the parcel that can be developed under Carrboro Town code and concentrates the development in one section.

Response: The proposed development will only be in the areas that are outside of wetlands and will not be exceeding the allowable density per Carrboro's ordinance.

2. The percentage of greenspace in the proposal is deceptive as "off-limits" wetlands areas are included in the preserved greenspace total, even though they cannot be developed.

Response: No deception is intended. The calculations provided represent the black and white math of what is proposed.

3. Current residents have expressed concern over the timing of the latest wetlands surveys and whether that has been taken into consideration with the proposed new development. Given the extensive local residential development and increased impervious surfaces within our watershed, runoff impact would likely render any wetlands survey that is over 5 years old outdated.

Response: The submitted wetlands study was performed in April 2021.

- Drainage

4. Homeowners on the western side of Shadow Ridge Place as well as homeowners on Whispering Oak Court have experienced significantly increased flooding over the past several years. Residents have had to undertake remediation efforts (installation of French drains and catch basins, re-grading, etc.) to manage the increased runoff which all back up to this plot being developed.

Response: See response to #6 below.

5. According to Dr. Douglas Tallamy, in his book *The Nature of Oaks*: “The water from a 2-inch downpour, for example—more than 54,000 gallons per acre—is captured almost entirely by [leaf litter and organic humus]. Litter and humus don’t hold this water indefinitely, but they do corral it on-site just long enough for it to seep into the ground, replenishing the water table...in areas with no leaf litter, the same 2-inch rainstorm causes a flood.”

Response: the proposed stormwater wetlands will help replicate natural processes and will allow this project to meet the Town’s stormwater regulations.

6. High density development in the only non-wetland area of the 36-acre tract will remove trees/shrubs/humus and add impervious surfaces which will increase the flooding for existing property owners abutting the new development. See attached photos for recent examples of this flooding impact in yards on Shadow Ridge and Whispering Oak.

Response: It is unfortunate that previous development activity has resulted in drainage issues in this area. We are aware of this issue and appreciate the photos. KB Home has authorized us to design the stormwater wetland proposed for this area of the site such that the wetland will provide stormwater detention for storm events up to the 100-year storm. While the Town’s stormwater regulations require detention only up through the 25-year storm, the proposed stormwater wetland will reduce 100-year storm peak flows to below pre-development levels.

Safety Concerns

- Safety

7. Several new residential developments have been built and connected to Lake Hogan Farms over the past ten years including Ballentine, Legends (closer to the Old NC 86 entrance to LHF) and Burgundy Lane (closer to the Homestead Rd entrance to LHF). These developments have substantially increased traffic through the residential streets in LHF already. A cut-through to a new development would add to this burden.

Response: We are proposing a connection to the Blocker Rd stub-out as required by Carrboro's ordinance.

8. Regarding access to LHF, Ballentine's single point of access is via Hogan Hills Road. Legends has entry and exit points at Hogan Hills Road and Lake Hogan Farm Road (both extra wide, main LHF thoroughfares with speed bumps.)

Response: Acknowledged.

9. Both Ballentine and Legends have approximately 50 homes and townhomes. The proposed development would have over 70 homes (40% more residential traffic).

Response: KB Home has voluntarily commissioned a traffic impact analysis and the TIA is included in the CUP application.

10. While Ballentine and Legends connect to Hogan Hills Road (note: No homes in LHF have driveways that exit to Hogan Hills Rd.) the proposed plan would have the new development directly connect to the narrow side street of Shadow Ridge which is also accessed by driveways from 34 homes.

Response: KB Home has voluntarily commissioned a traffic impact analysis and the TIA is included in the CUP application.

11. Shadow Ridge Place is the main western access point for the entire LHF development for the walking trails around Lake Hogan.

Response: We will be extending the existing greenway trail system that runs along Lake Hogan to the southern portion of the new subdivision and west along Old NC 86.

12. There is grave concern for the safety of children (the corner of Shadow Ridge PI serves as CHCCS bus stops for elementary, middle and high school students) and pedestrians on Shadow Ridge PI if a cut through to the new proposed development is made. We would expect a traffic study be completed in advance of any plan approval. The traffic study should also consider the limited sight lines on Old NC 86 around the proposed location of the entrance given the proposed high residential volume.

Response: KB Home has voluntarily commissioned a traffic impact analysis and the TIA is included in the CUP application.

Other Concerns

- Noise Impact

13. The proposed development suggests lots that are a third of the size of the existing lot sizes in LHF with only a 10-foot buffer between the back of the new homes and the LHF lot lines. In addition to this compact spacing further exacerbating the existing drainage problems, we are concerned that this density combined with the elimination of current vegetation won't provide an adequate noise barrier.

Response: We are proposing a 6' high opaque wooden fence and a 10' wide vegetated buffer along the eastern property line along Lake Hogan Farms.

- Economic Issue

14. The development team stated these houses would address the “missing middle”, with home square footage 1500-2500 sq ft and sales prices estimated at \$350K-400K. The price/sq ft of these new homes is significantly higher than existing homes in the area. That seems to be more of an attempt to maximize profit than meet Carrboro residential market needs.

Response: While the overall size of these lots will be smaller than the average lot size of the surrounding subdivisions, KB Home believes this product will address the missing middle of the housing market in this area.

Yours Very Truly,
BALLENTINE ASSOCIATES, P.A.



George J. Retschle, PE
President



To: George J. Retschle, PE
Ballentine Associates, PA
221 Providence Road
Chapel Hill, NC 27514

Date: April 29, 2022

Project #: 39375.00

Memorandum

From: Matt Stygles, PE

Re: Hogan Ridge Subdivision – Carrboro, NC

Introduction

KB Home is planning a new residential subdivision on the east side of Old NC 86 (SR 1009) in Carrboro, NC. The development is planned to consist of up to 72 single-family homes and anticipated to be fully built out by the year 2024. A map illustrating the site's location and surrounding roadways is shown in Figure 1. The Town of Carrboro is not requiring a formal traffic impact analysis (TIA) for this development, but this abbreviated traffic study is completed to help satisfy any traffic related concerns within the vicinity of the site. This memorandum provides an estimate of the traffic that will be generated by the proposed Hogan Ridge Subdivision and provides an estimate of the possible traffic impacts to the surrounding area roadways.

Project Background

The site is located along the east side of Old NC 86, north of Dairyland Road (SR 1104) and Homestead Road (SR 1777). The site is currently bordered by residential land uses, including the Lake Hogan Farms subdivision to the east. The proposed development will be accessed through two new connections:

- Access #1, full movement access on Old NC 86, approximately 2,700 feet north of Dairyland Road/Homestead Road.
- Access #2, access via a cross-connection to existing Blocker Road.

Existing peak hour traffic counts at the intersection of Old NC 86 at Dairyland Road/Homestead Road were obtained from NCDOT records, with data collected on Thursday, February 28, 2019. As the traffic data collection date occurred prior to the COVID-19 pandemic, no adjustment factors are applied to the data to compensate for changes in traffic patterns. An annualized growth rate of 1.5% is applied to the traffic data to convert the data from 2019 to the existing year of this study (2022).

The turning movement volumes that were collected in 2019 are shown in Figure 2. The adjusted Existing (2022) turning movement volumes are shown in Figure 3.

Trip Generation

Trip generation was conducted based on the most appropriate corresponding trip generation codes included in the ITE Trip Generation Manual, 11th Edition. The proposed Hogan Ridge Subdivision is to consist of up to 72 single-family homes; therefore, rates for ITE LUC 210 (Single-Family Detached Housing) were applied in trip generation calculations

based on the engineering guidance of the North Carolina Department of Transportation (NCDOT). Table 1 summarizes the estimated trip generation for the proposed Hogan Ridge subdivision for weekday AM and PM peak hours.

Table 1: Hogan Ridge Subdivision Trip Generation Estimate

Land Use Code ¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips²									
210	Single-Family Detached Housing	72 du	746	14	41	55	46	27	73
<i>Development Total</i>			746	14	41	55	46	27	73

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 11th Edition*
2. Total site trips are determined based on the suggested method in the NCDOT Rate vs Equation Spreadsheet
3. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet
4. Unconstrained pass-by trips are calculated based on *ITE Trip Generation Handbook, 3rd Edition*. The final projections are not expected to exceed 10% of adjacent street volumes.

As shown in Table 1, the site is expected to generate approximately 746 daily trips with 55 trips (14 entering, 41 exiting) occurring during the AM peak hour and 73 trips (46 entering, 27 exiting) during the PM peak hour.

Intersection Capacity Analysis

The capacity analysis for the study area intersections was completed within Synchro 10 for the Existing (2022), No-Build (2024), and Build (2024) scenarios. The Existing (2022) scenario was completed using the adjusted traffic volumes calculated to match pre-COVID-19 conditions. The No-Build (2024) scenario was completed by applying a 1.5% annual growth rate to the traffic volumes to account for background growth between the existing year (2022) and the build year (2024). The calculated No-Build (2024) traffic volumes are shown in Figure 4.

The Build (2024) scenario was completed by applying the peak hour site generated traffic to the roadway network to show the turning movement traffic volumes anticipated to occur following completed construction of the proposed development. The assumed site trip distribution percentages for the site are shown in Figure 5, and the calculated site trips are shown in Figure 6. Additionally, existing trips generated by the Lake Hogan Farms subdivision are anticipated to utilize Site Access #1 at Old NC 86 with the proposed connection to Blocker Road. The assumed trip adjustments due to the cross-connection are shown in Figure 7. The Build (2024) traffic volumes, with the addition of site traffic and rerouting of existing traffic, are shown in Figure 8. Table 2 shows the level of service (LOS) results for all three scenarios analyzed.

Table 2: Summary LOS Results

Intersection and Approach	Traffic Control	Existing (2022)		No Build (2024)		Build (2024)	
		AM	PM	AM	PM	AM	PM
Old NC 86 & Dairyland Road/Homestead Road	Signalized	C (29.6)	C (26.9)	C (30.3)	C (27.5)	C (30.3)	C (27.5)
Eastbound		D-48.5	D-49.2	D-49.0	D-50.0	D-49.0	D-50.0
Westbound		C-27.5	C-32.5	C-28.1	C-34.4	C-28.1	C-34.4
Northbound		B-17.8	B-19.3	B-18.5	B-19.6	B-18.5	B-19.6
Southbound		C-26.2	C-25.9	C-27.1	C-25.9	C-27.1	C-25.9
Old NC 86 & Site Access #1	Unsignalized	N/A	N/A	N/A	N/A	A (1.1)	A (0.7)
Westbound		---	---	---	---	D-25.0	C-22.2

X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay

As shown in Table 2, the signalized intersection at Old NC 86 at Dairyland Road/Homestead Road is expected to operate at LOS C during the AM and PM peak hours with the development in place. The newly constructed Site Access #1 is projected to operate at LOS A during the AM and PM peak hours.

The future (2024) lane geometrics and traffic control recommended with the addition of the development are depicted in Figure 9 and show that no additional offsite lane improvements are recommended. The Synchro reports for this analysis are located at the end of the memorandum.

Recommendations

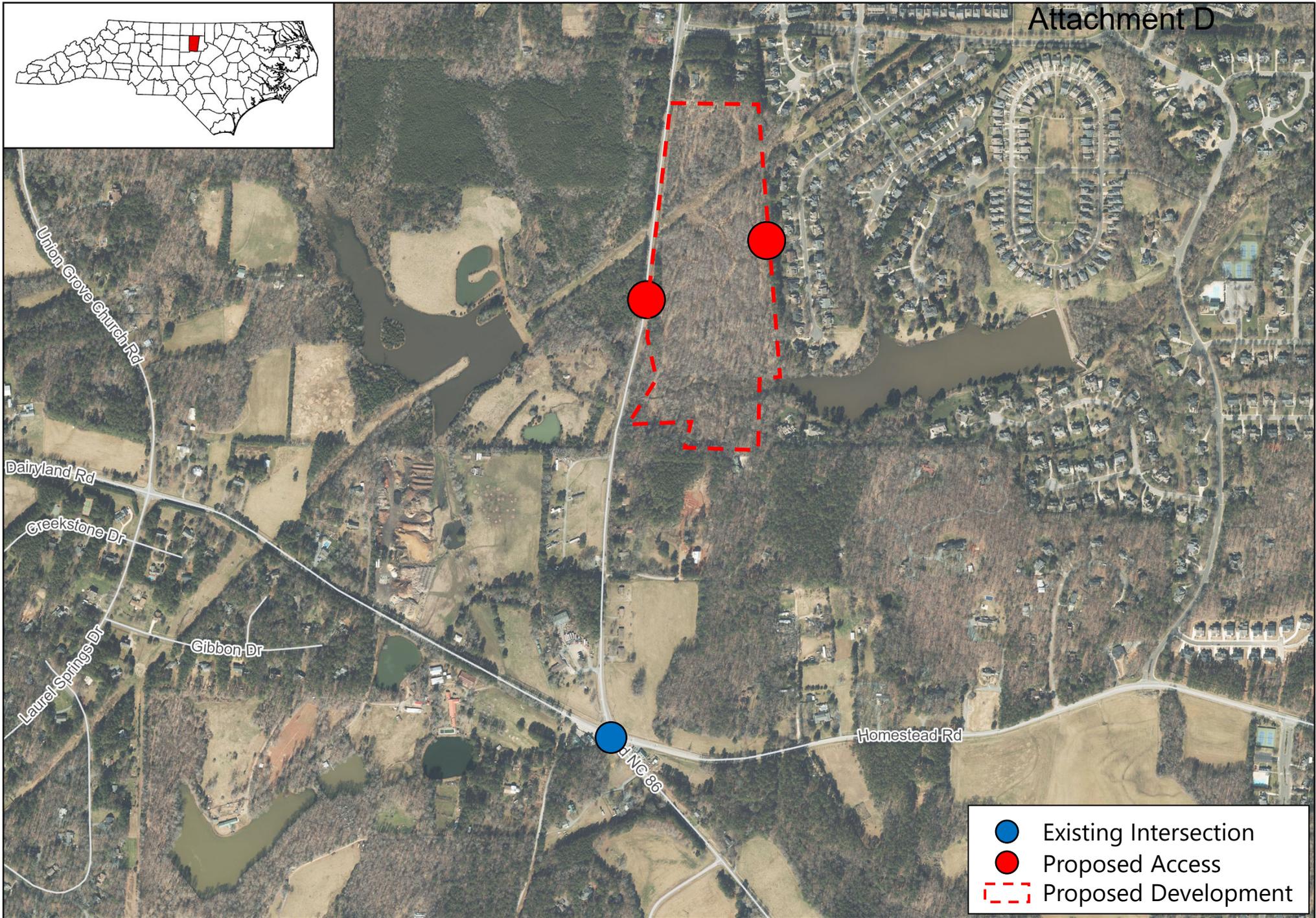
Traffic capacity analyses indicate that the study area intersections are projected to operate acceptably, and no offsite improvements are recommended. Turn lane warrants were evaluated using guidance provided within the NCDOT Policy on Street and Driveway Access to North Carolina Highways. Build (2024) AM and PM peak hour turning movements were utilized to evaluate turn lane warrants presented in the Manual.

Old NC 86 at Site Access #1 (future unsignalized)

The traffic analysis indicates that the stop-controlled, full movement access is projected to operate acceptably during both the AM and PM peak hours. Therefore, the following driveway configuration and roadway improvements are recommended to improve traffic operations and safety:

- Construct the planned access at the location shown on the site plan with one ingress lane and one egress lane.
- Widen the southbound approach of Old NC 86 to provide an exclusive left-turn lane with a minimum of 50 feet of storage and appropriate taper.
- Widen the northbound approach of Old NC 86 to provide an exclusive right-turn lane with a minimum of 50 feet of storage and appropriate taper.

Completed turn lane warrants are shown in Figure 9 and the recommended traffic control and lane geometrics are shown in Figure 10.



-  Existing Intersection
-  Proposed Access
-  Proposed Development

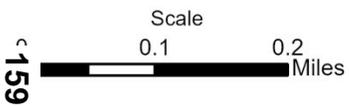


Figure 1:
Vicinity Map

Hogan Ridge Subdivision
Orange County
Carrboro, NC



LEGEND	
—	Existing Roadway
--	Future Roadway
	Existing Signalized Intersection
→	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume

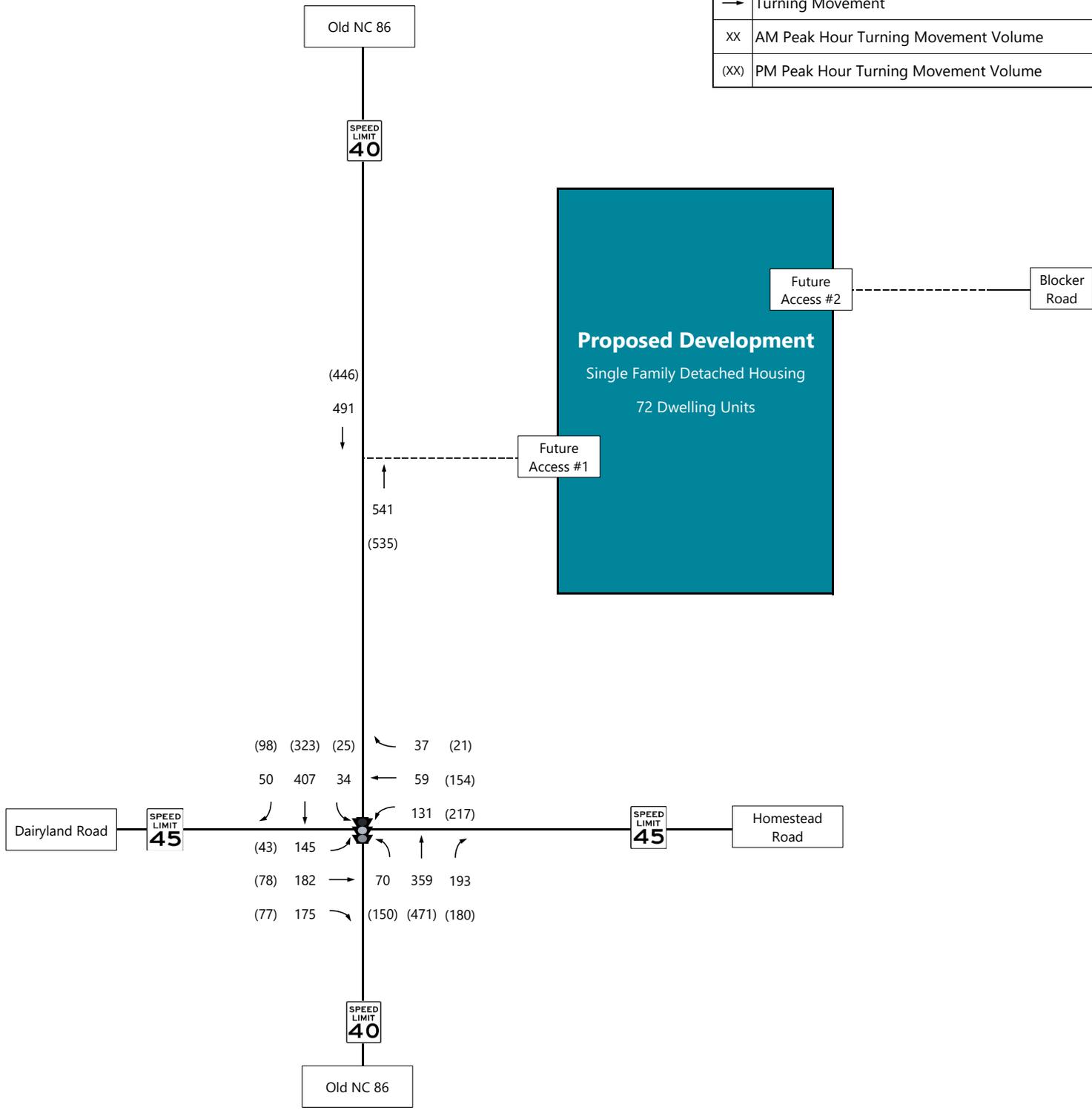


Figure 2
AM and PM Peak Hour Turning Movement Counts (2019)

Hogan Ridge Subdivision
Carrboro, NC

LEGEND	
—	Existing Roadway
--	Future Roadway
	Existing Signalized Intersection
→	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume

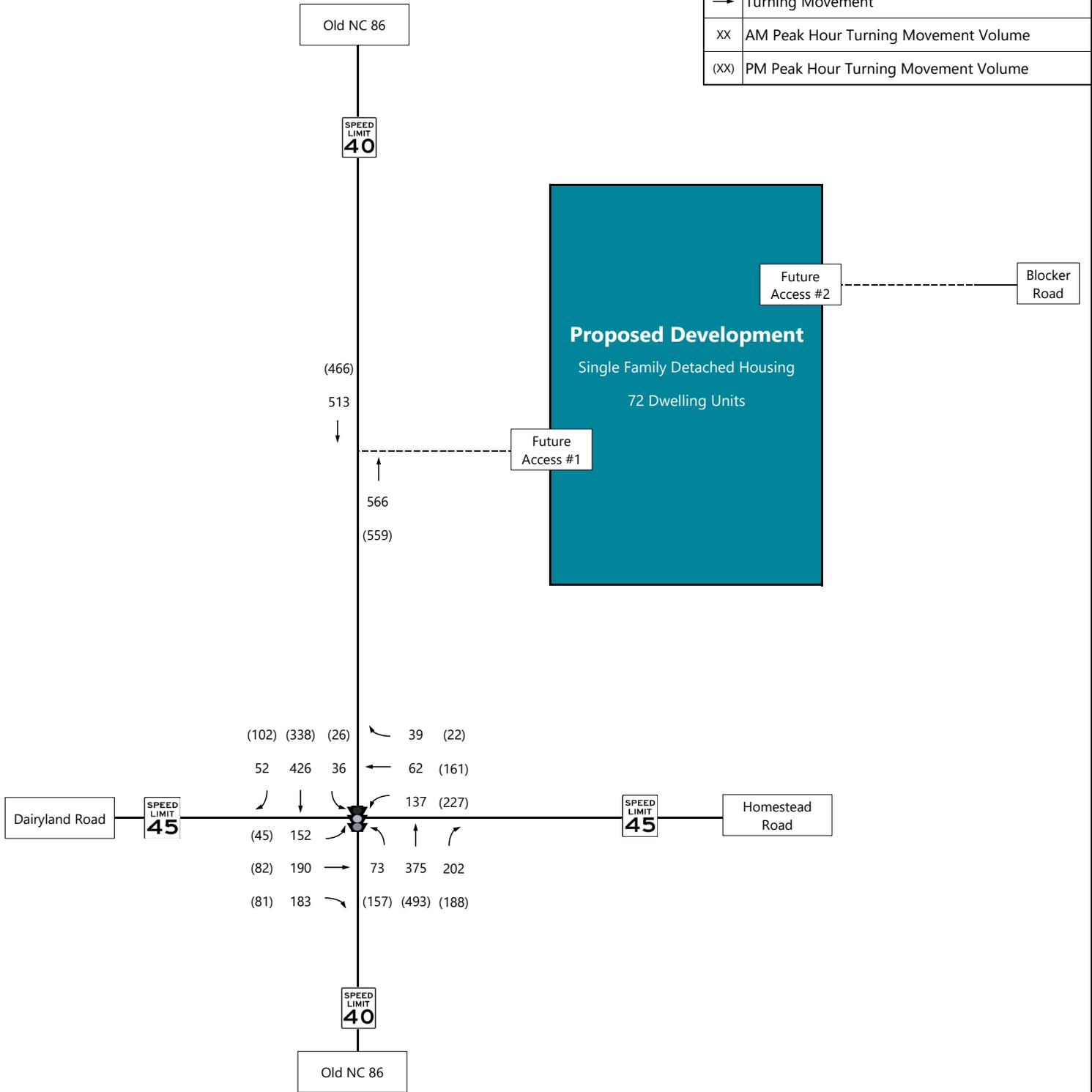


Figure 3
Existing (2022) AM and PM Peak Hour Volumes

Hogan Ridge Subdivision
Carrboro, NC

LEGEND	
—	Existing Roadway
--	Future Roadway
	Existing Signalized Intersection
→	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume

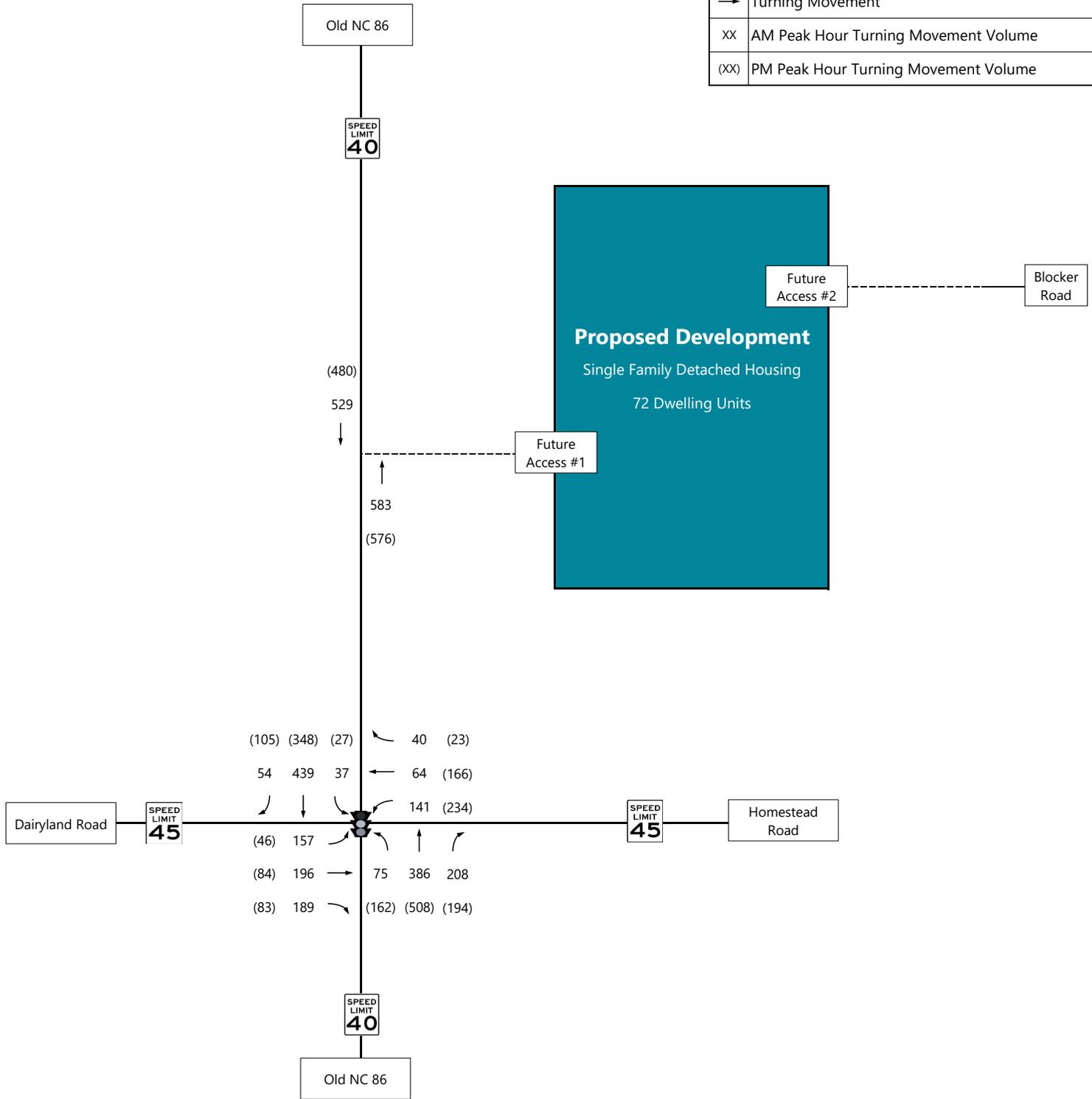


Figure 4
No-Build (2024) AM and PM Peak Hour Turning Movement Volumes

Hogan Ridge Subdivision
Carrboro, NC

Attachment D

LEGEND	
—	Existing Roadway
--	Future Roadway
	Future Stop Controlled Approach
	Existing Signalized Intersection
→	Turning Movement
XX%	Percentage of Exiting Trips
XX%	Percentage of Entering Trips

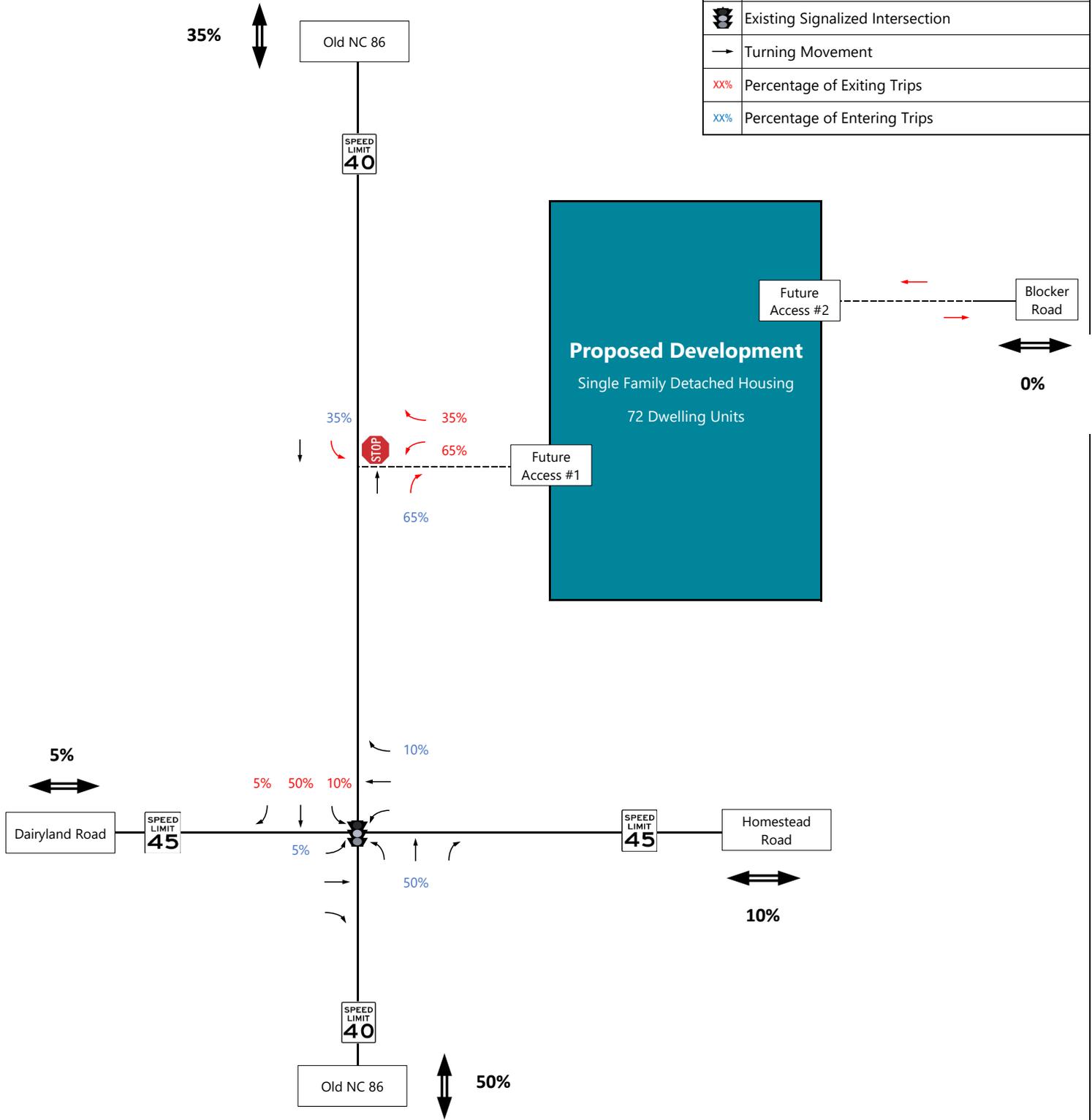


Figure 5
Peak Hour Traffic Distribution Percentages

Hogan Ridge Subdivision
Carrboro, NC

LEGEND	
—	Existing Roadway
--	Future Roadway
	Future Stop Controlled Approach
	Existing Signalized Intersection
→	Turning Movement
XX%	Percentage of Exiting Trips
XX%	Percentage of Entering Trips

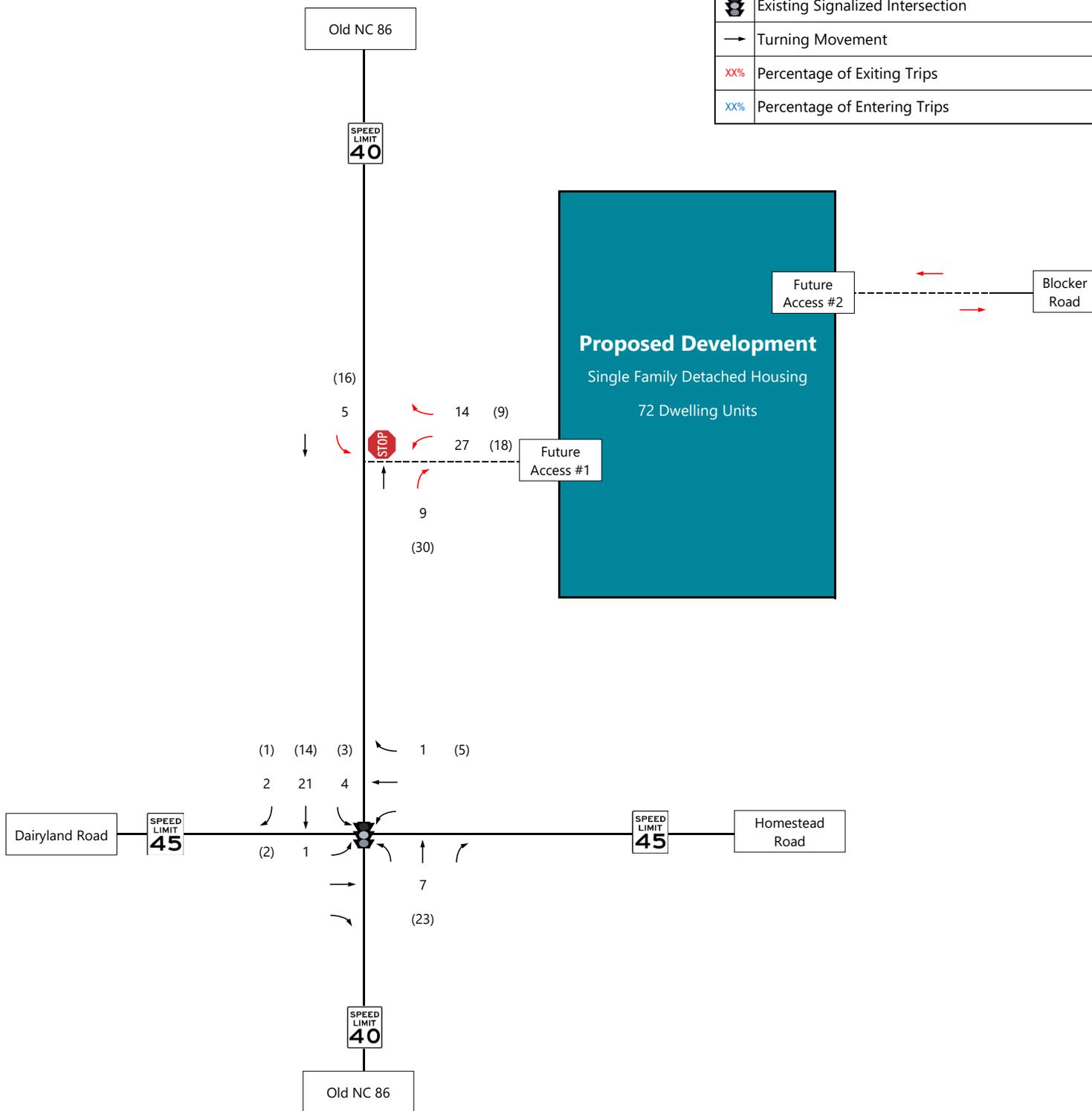


Figure 6
AM and PM Peak Hour Site Trips

Hogan Ridge Subdivision
Carrboro, NC

LEGEND	
—	Existing Roadway
--	Future Roadway
	Future Stop Controlled Approach
	Existing Signalized Intersection
→	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume

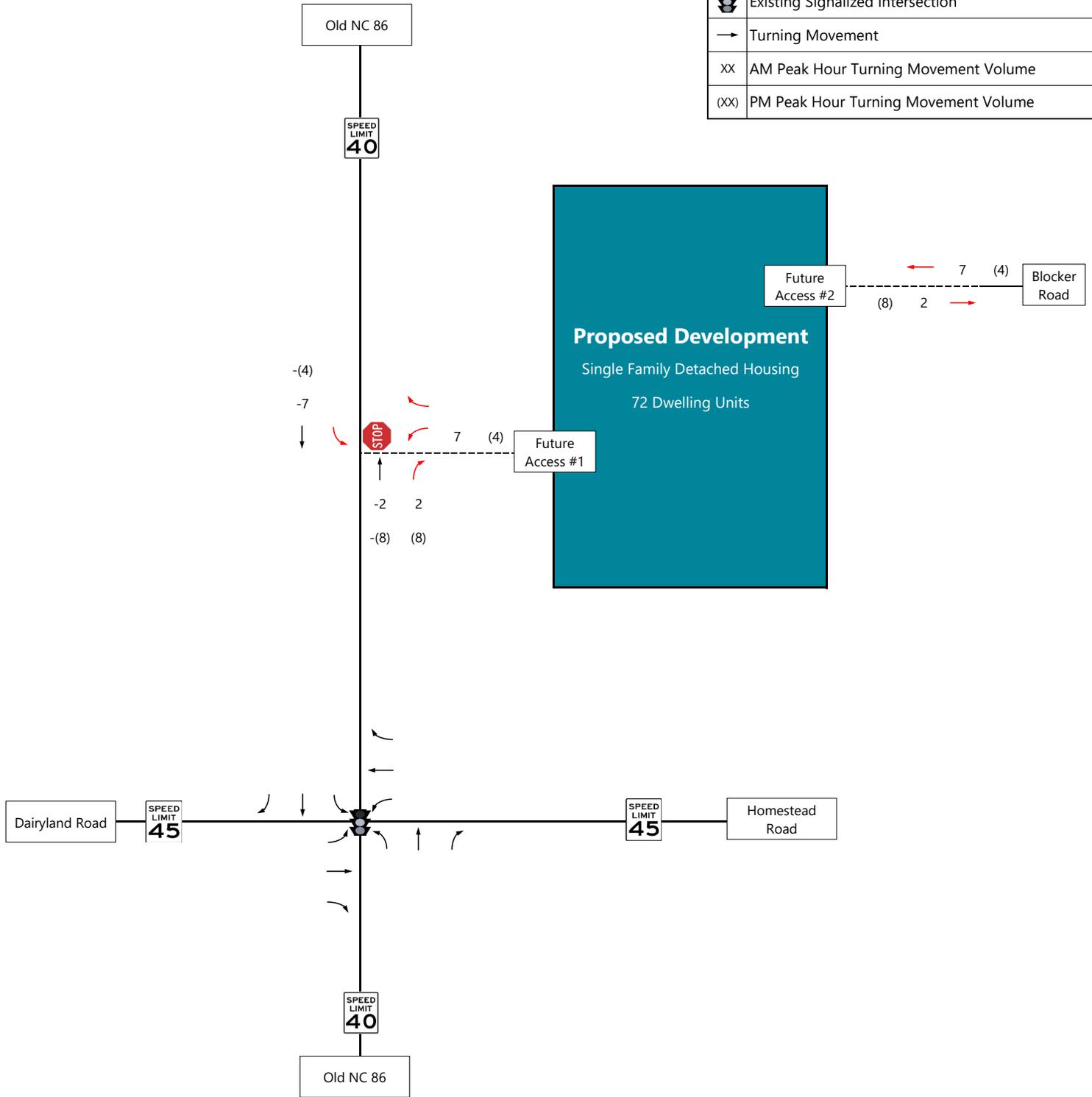


Figure 7
Rerouted Trips from Lake Hogan Farms

Hogan Ridge Subdivision
Carrboro, NC

Policy On Street And Driveway Access to North Carolina Highways
July 2003

Warrant for Left and Right-Turn Lanes
AT GRADE, UNSIGNALIZED INTERSECTIONS

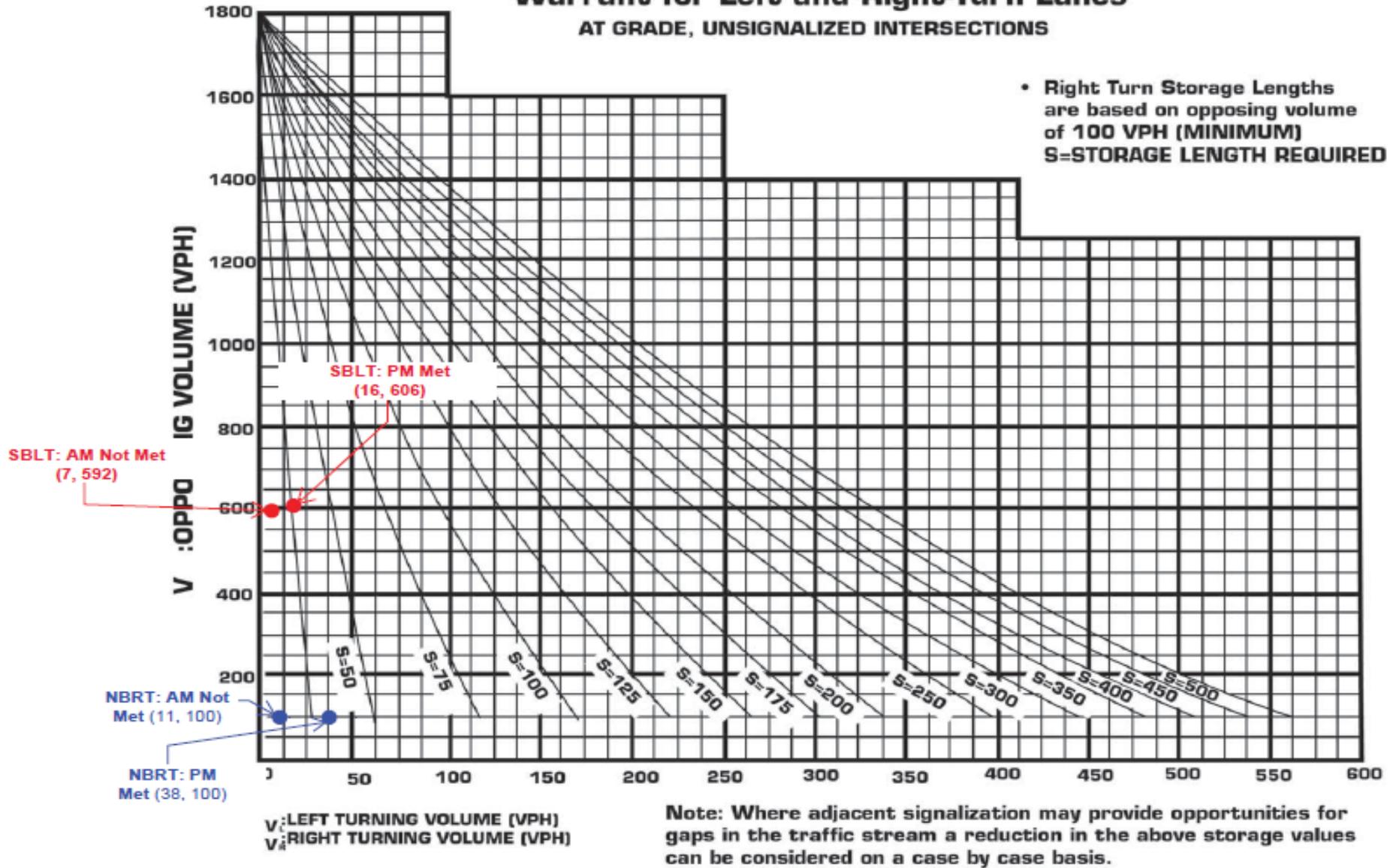


Figure 9
Build (2024) AM and PM Peak Hour Turn Lane Warrants
Old NC 86 at Site Access #1

Hogan Ridge Subdivision
Carrboro, NC

LEGEND	
—	Existing Roadway
--	Future Roadway
	Future Stop Controlled Approach
	Existing Signalized Intersection
→	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume

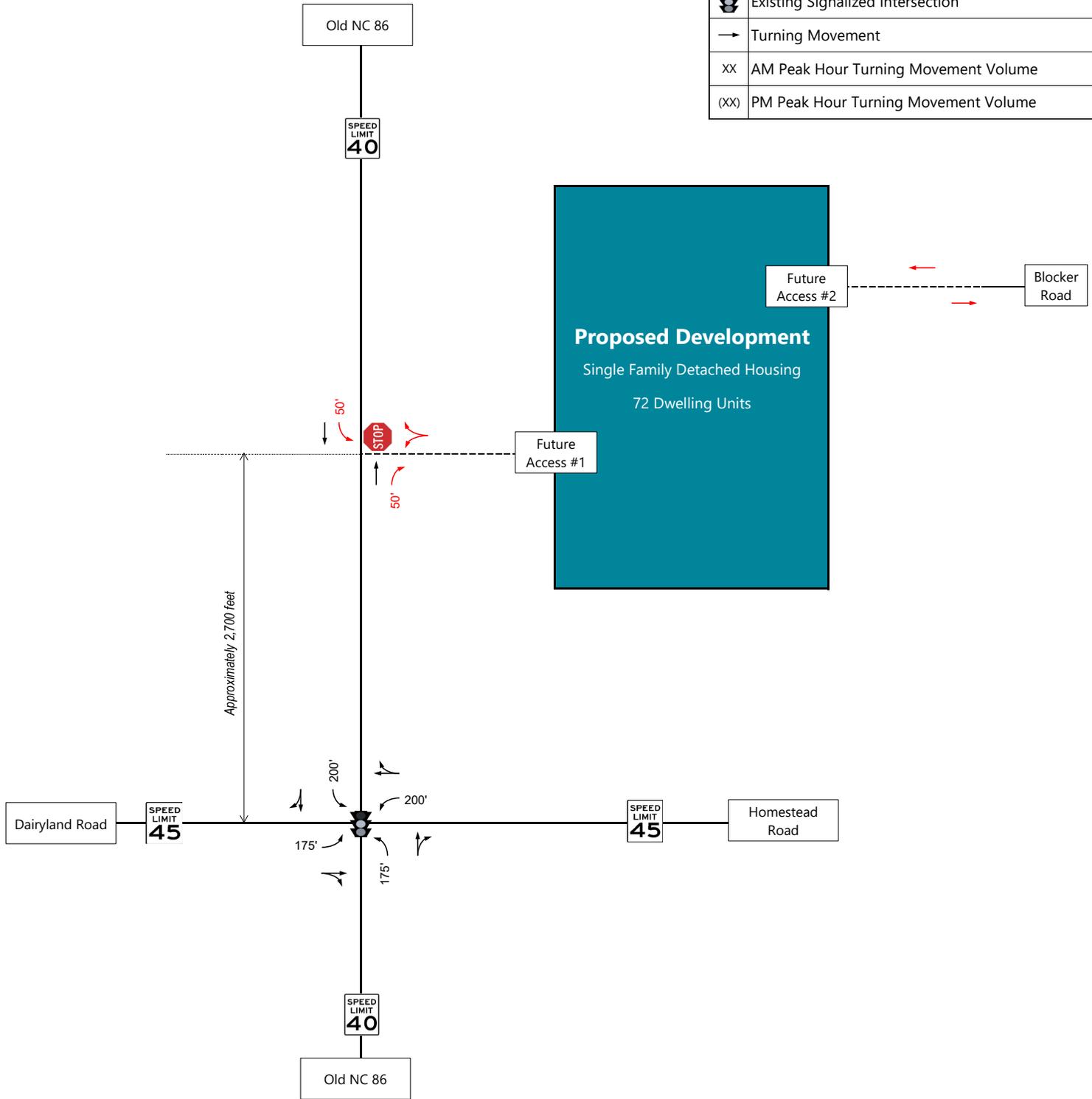


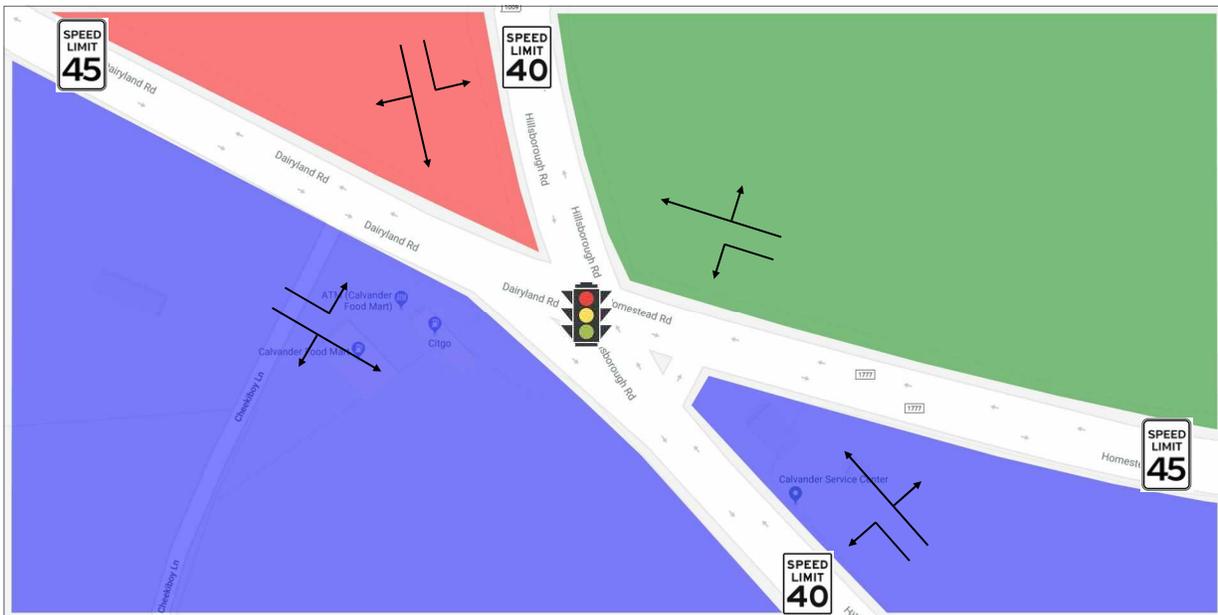
Figure 10
Future (2024) Lane Geometrics and Traffic Control

Hogan Ridge Subdivision
Carrboro, NC

Intersection: SR-1009 Hillsborough Rd / SR-1777 Homestead Rd / SR-1104 Dairyland Rd
 Count Date: Thursday 28 February 2019
 Count Time: 0600—1900 (Weekday 13h Session)
 Weather Conditions: Cloudy, 42°F to 62°F
 Precipitation: 0.00

Counted By:	Mike Chase	Area Lighting Present:	No
Data Processor:	Murray Allan	Traffic Control:	Yes
Method Used:	OmniCam 30	Signal Cabinet Number:	07-1013
Equipment Operating:	Yes		
		Pedestrians Counted:	Yes
School In Session:	Yes	Disabled Pedestrians:	No
		Construction:	No
		Traffic Flow Disruption:	No
		Classes 11-13 Observed:	No

Approach	Stop Sign Within 300ft	Signal Within 300ft	Railroad Within 300ft
North	-	-	-
East	-	-	-
South	-	-	-
West	-	-	-





North Approach: SR-1009 Hillsborough Rd (North)

Looking From Intersection



Looking To Intersection



East Approach: SR-1777 Homestead Rd

Looking From Intersection



Looking To Intersection



South Approach: SR-1009 Hillsborough Rd (South)

Looking From Intersection



Looking To Intersection



West Approach: SR-1104 Dairyland Rd

Looking From Intersection



Looking To Intersection





Count Number:
NCDOT Division Number:
County:
City:
Count Type:
13 Hour Count Volume:

1220
7
Orange
Chapel Hill
Turning Movement (Classification)
14745

Signal Cabinet



Attachment D

Chapel Hill, NC
Classified Turn Movement Count

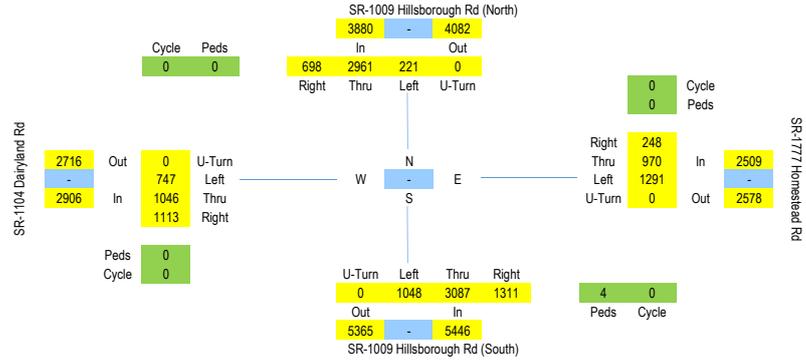
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1900 (Weekday 13h Session)
Classification: ALL



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total		
	0600 - 0615	0	0	19	1	0	20	0	5	1	0	0	6	0	0	8	5	0	13	0	7	6	10	0		
0615 - 0630	0	1	18	0	0	19	0	9	2	4	0	15	0	0	22	4	0	26	0	9	9	10	0	28	88	627
0630 - 0645	0	1	31	4	0	36	0	11	4	2	0	17	0	1	29	5	0	35	0	20	12	13	0	45	133	886
0645 - 0700	0	3	48	10	0	61	0	18	5	1	0	24	0	3	27	4	0	34	0	17	11	18	0	46	165	1194
Hourly Total	0	5	116	15	0	136	0	43	12	7	0	62	0	4	86	18	0	108	0	53	38	51	0	142	448	-
0700 - 0715	0	2	70	9	0	81	0	15	5	6	0	26	0	3	45	12	2	62	0	26	21	27	0	74	243	1510
0715 - 0730	0	5	91	6	0	102	0	30	3	11	0	44	0	11	62	20	0	93	0	33	28	47	0	108	347	1720
0730 - 0745	0	10	84	21	0	115	0	44	11	11	0	66	0	12	96	29	1	138	0	24	46	53	0	123	442	1842
0745 - 0800	0	12	126	13	0	151	0	25	15	7	0	47	0	19	97	41	0	157	0	41	35	50	0	126	481	1786
Hourly Total	0	29	371	49	0	449	0	114	34	35	0	183	0	45	300	102	3	450	0	124	130	177	0	431	1513	-
0800 - 0815	0	6	104	7	0	117	0	30	11	9	0	50	0	20	83	55	0	158	0	44	48	34	0	126	451	1653
0815 - 0830	0	6	93	9	0	108	0	32	22	10	0	64	0	19	83	68	0	170	0	36	53	38	0	127	469	1477
0830 - 0845	0	4	77	13	0	94	0	52	22	13	0	87	0	12	72	32	0	116	0	30	25	33	0	88	385	1259
0845 - 0900	0	4	97	14	0	115	0	33	14	6	0	53	0	19	56	25	0	100	0	17	28	35	0	80	348	1112
Hourly Total	0	20	371	43	0	434	0	147	69	38	0	254	0	70	294	180	0	544	0	127	154	140	0	421	1653	-
0900 - 0915	0	5	66	9	0	80	0	14	14	6	0	34	0	21	44	24	0	89	0	12	33	27	0	72	275	977
0915 - 0930	0	3	44	16	0	63	0	17	11	5	0	33	0	16	48	19	0	83	0	18	33	21	0	72	251	887
0930 - 0945	0	2	52	12	0	66	0	20	9	2	0	31	0	15	55	20	0	90	0	11	22	18	0	51	238	821
0945 - 1000	0	1	48	9	0	58	0	21	13	4	0	38	0	13	35	18	0	66	0	17	15	19	0	51	213	792
Hourly Total	0	11	210	46	0	267	0	72	47	17	0	136	0	65	182	81	0	328	0	58	103	85	0	246	977	-
1000 - 1015	0	3	30	15	0	48	0	20	13	8	0	41	0	10	28	18	0	56	0	11	14	15	0	40	185	802
1015 - 1030	0	3	40	9	0	52	0	17	12	5	0	34	0	17	41	10	0	68	0	11	10	10	0	31	185	811
1030 - 1045	0	1	38	10	0	49	0	16	9	7	0	32	0	22	41	12	0	75	0	8	16	29	0	53	209	833
1045 - 1100	0	4	43	12	0	59	0	15	18	1	0	34	0	19	40	18	0	77	0	9	27	17	0	53	223	842
Hourly Total	0	11	151	46	0	208	0	68	52	21	0	141	0	68	150	58	0	276	0	39	67	71	0	177	802	-
1100 - 1115	0	1	25	7	0	33	0	24	11	2	0	37	0	17	47	16	0	80	0	8	15	21	0	44	194	866
1115 - 1130	0	1	35	6	0	42	0	12	18	1	0	31	0	22	45	21	0	88	0	14	16	16	0	46	207	875
1130 - 1145	0	1	37	11	0	49	0	18	17	5	0	40	0	16	41	20	0	77	0	14	11	27	0	52	218	899
1145 - 1200	0	8	49	11	0	68	0	15	22	2	0	39	0	21	40	24	0	85	0	14	19	22	0	55	247	910
Hourly Total	0	11	146	35	0	192	0	69	68	10	0	147	0	76	173	81	0	330	0	50	61	86	0	197	866	-
1200 - 1215	0	4	38	15	0	57	0	15	15	0	0	30	0	14	46	20	0	80	0	5	18	13	0	36	203	895
1215 - 1230	0	4	38	8	0	50	0	19	15	1	0	35	0	23	44	24	0	91	0	12	25	18	0	55	231	938
1230 - 1245	0	3	38	12	0	53	0	18	16	11	0	45	0	14	54	28	0	96	0	5	13	17	0	35	229	951
1245 - 1300	0	3	55	5	0	63	0	9	15	4	0	28	0	19	43	32	1	95	0	11	15	21	0	47	233	933
Hourly Total	0	14	169	40	0	223	0	61	61	16	0	138	0	70	187	104	1	362	0	33	71	69	0	173	896	-
1300 - 1315	0	8	43	17	0	68	0	19	16	1	0	36	0	23	47	21	0	91	0	8	24	19	0	51	246	926
1315 - 1330	0	1	39	14	0	54	0	19	29	2	0	50	0	25	41	22	0	88	0	6	21	25	0	52	244	920
1330 - 1345	0	2	41	9	0	52	0	25	18	1	0	44	0	12	42	16	0	70	0	10	13	22	0	45	211	920
1345 - 1400	0	4	43	8	0	55	0	18	26	1	0	45	0	17	49	19	0	85	0	11	20	9	0	40	225	989
Hourly Total	0	15	166	48	0	229	0	81	89	5	0	175	0	77	179	78	0	334	0	35	78	75	0	188	926	-
1400 - 1415	0	2	44	15	0	61	0	20	19	5	0	44	0	21	42	14	0	77	0	18	19	21	0	58	240	1052
1415 - 1430	0	1	55	12	0	68	0	31	21	4	0	56	0	8	49	14	0	71	0	18	15	16	0	49	244	1075
1430 - 1445	0	6	39	22	0	67	0	20	12	7	0	39	0	25	74	32	0	131	0	10	20	13	0	43	280	1153
1445 - 1500	0	7	54	10	0	71	0	15	16	3	0	34	0	28	63	35	0	126	0	17	17	23	0	57	288	1210
Hourly Total	0	16	192	59	0	267	0	86	68	19	0	173	0	82	228	95	0	405	0	63	71	73	0	207	1052	-
1500 - 1515	0	4	53	16	0	73	0	25	19	1	0	45	0	25	64	17	0	106	0	7	16	16	0	39	263	1208
1515 - 1530	0	3	57	14	0	74	0	22	27	4	0	53	0	42	70	29	0	141	0	15	20	19	0	54	322	1290
1530 - 1545	0	6	64	28	0	98	0	23	16	4	0	43	0	28	88	23	0	139	0	11	25	21	0	57	337	1332
1545 - 1600	0	2	61	21	0	84	0	20	22	4	0	46	0	27	58	31	0	116	0	9	18	13	0	40	286	1393
Hourly Total	0	15	235	79	0	329	0	90	84	13	0	187	0	122	280	100	0	502	0	42	79	69	0	190	1208	-
1600 - 1615	0	2	60	16	0	78	0	48	48	9	0	105	0	32	72	20	0	124	0	6	17	15	0	38	345	1498
1615 - 1630	0	9	59	23	0	91	0	32	38	3	0	73	0	28	82	41	0	151	0	9	19	21	0	49	364	1601
1630 - 1645	0	6	75	22	0	103	0	31	32	10	0	73	0	30	92	40	0	162	0	12	25	23	0	60	398	1694
1645 - 1700	0	8	91	27	0	126	0	36	34	3	0	73	0	33	80	31	0	144	0	16	15	17	0	48	391	1770
Hourly Total	0	25	285	88	0	398	0	147	152	25	0	324	0	123	326	132	0	581	0	43	76	76	0	195	1498	-
1700 - 1715	0	1	82	28	0	111	0	61	32	1	0	94	0	45	115	45	0	205	0	6	15	1				

PV (%)	0.00	96.83	96.76	93.84	-	96.24	0.00	93.49	87.11	95.97	-	91.27	0.00	89.98	96.89	94.81	-	95.06	0.00	95.18	90.15	91.37	-	91.91
DUALS (%)	0.00	3.17	3.01	5.44	-	3.45	0.00	6.43	12.89	4.03	-	8.69	0.00	9.64	2.95	4.96	-	4.72	0.00	4.69	9.85	8.63	-	8.05
TTST (%)	0.00	0.00	0.24	0.72	-	0.31	0.00	0.08	0.00	0.00	-	0.04	0.00	0.38	0.16	0.23	-	0.22	0.00	0.13	0.00	0.00	-	0.03
TWINS (%)	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

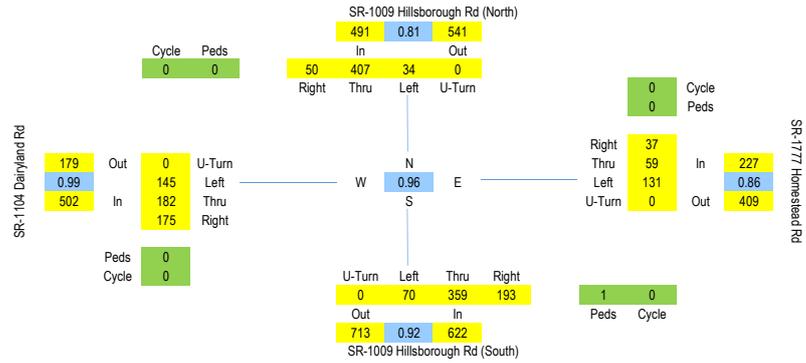
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1200 (Weekday AM Peak)
Classification: ALL



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour	
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total			
0600 - 0615	0	0	19	1	0	20	0	5	1	0	0	6	0	0	0	8	5	0	13	0	7	6	10	0	23	62	448
0615 - 0630	0	1	18	0	0	19	0	9	2	4	0	15	0	0	22	4	0	26	0	9	9	10	0	28	88	627	
0630 - 0645	0	1	31	4	0	36	0	11	4	2	0	17	0	1	29	5	0	35	0	20	12	13	0	45	133	886	
0645 - 0700	0	3	48	10	0	61	0	18	5	1	0	24	0	3	27	4	0	34	0	17	11	18	0	46	165	1194	
Hourly Total	0	5	116	15	0	136	0	43	12	7	0	62	0	4	86	18	0	108	0	53	38	51	0	142	448	-	
0700 - 0715	0	2	70	9	0	81	0	15	5	6	0	26	0	3	45	12	2	62	0	26	21	27	0	74	243	1510	
0715 - 0730	0	5	91	6	0	102	0	30	3	11	0	44	0	11	62	20	0	93	0	33	28	47	0	108	347	1720	
0730 - 0745	0	10	84	21	0	115	0	44	11	11	0	66	0	12	96	29	1	138	0	24	46	53	0	123	442	1842	
0745 - 0800	0	12	126	13	0	151	0	25	15	7	0	47	0	19	97	41	0	157	0	41	35	50	0	126	481	1786	
Hourly Total	0	29	371	49	0	449	0	114	34	35	0	183	0	45	300	102	3	450	0	124	130	177	0	431	1513	-	
0800 - 0815	0	6	104	7	0	117	0	30	11	9	0	50	0	20	83	55	0	158	0	44	48	34	0	126	451	1653	
0815 - 0830	0	6	93	9	0	108	0	32	22	10	0	64	0	19	83	68	0	170	0	36	53	38	0	127	469	1477	
0830 - 0845	0	4	77	13	0	94	0	52	22	13	0	87	0	12	72	32	0	116	0	30	25	33	0	88	385	1259	
0845 - 0900	0	4	97	14	0	115	0	33	14	6	0	53	0	19	56	25	0	100	0	17	28	35	0	80	348	1112	
Hourly Total	0	20	371	43	0	434	0	147	69	38	0	254	0	70	294	180	0	544	0	127	154	140	0	421	1653	-	
0900 - 0915	0	5	66	9	0	80	0	14	14	6	0	34	0	21	44	24	0	89	0	12	33	27	0	72	275	977	
0915 - 0930	0	3	44	16	0	63	0	17	11	5	0	33	0	16	48	19	0	83	0	18	33	21	0	72	251	887	
0930 - 0945	0	2	52	12	0	66	0	20	9	2	0	31	0	15	55	20	0	90	0	11	22	18	0	51	238	821	
0945 - 1000	0	1	48	9	0	58	0	21	13	4	0	38	0	13	35	18	0	66	0	17	15	19	0	51	213	792	
Hourly Total	0	11	210	46	0	267	0	72	47	17	0	136	0	65	182	81	0	328	0	58	103	85	0	246	977	-	
1000 - 1015	0	3	30	15	0	48	0	20	13	8	0	41	0	10	28	18	0	56	0	11	14	15	0	40	185	802	
1015 - 1030	0	3	40	9	0	52	0	17	12	5	0	34	0	17	41	10	0	68	0	11	10	10	0	31	185	811	
1030 - 1045	0	1	38	10	0	49	0	16	9	7	0	32	0	22	41	12	0	75	0	8	16	29	0	53	209	833	
1045 - 1100	0	4	43	12	0	59	0	15	18	1	0	34	0	19	40	18	0	77	0	9	27	17	0	53	223	842	
Hourly Total	0	11	151	46	0	208	0	68	52	21	0	141	0	68	150	58	0	276	0	39	67	71	0	177	802	-	
1100 - 1115	0	1	25	7	0	33	0	24	11	2	0	37	0	17	47	16	0	80	0	8	15	21	0	44	194	866	
1115 - 1130	0	1	35	6	0	42	0	12	18	1	0	31	0	22	45	21	0	88	0	14	16	16	0	46	207	672	
1130 - 1145	0	1	37	11	0	49	0	18	17	5	0	40	0	16	41	20	0	77	0	14	11	27	0	52	218	465	
1145 - 1200	0	8	49	11	0	68	0	15	22	2	0	39	0	21	40	24	0	85	0	14	19	22	0	55	247	247	
Hourly Total	0	11	146	35	0	192	0	69	68	10	0	147	0	76	173	81	0	330	0	50	61	86	0	197	866	-	
Grand Total	0	87	1365	234	0	1666	0	513	282	128	0	923	0	328	1185	520	3	2036	0	451	553	610	0	1614	6259	-	
Approach (%)	0.00	5.16	80.96	13.88	0.00		0.00	55.58	30.55	13.87	0.00		0.00	16.11	58.20	25.54	0.15		0.00	27.94	34.26	37.79	0.00				
Total (%)	0.00	1.39	21.81	3.74	0.00	26.94	0.00	8.20	4.51	2.05	0.00	14.75	0.00	5.24	18.93	8.31	0.05	32.53	0.00	7.21	8.84	9.75	0.00	25.79			
PV	0	85	1306	206	-	1597	0	474	224	121	-	819	0	272	1145	496	-	1913	0	427	500	559	-	1486			
DUALS	0	2	55	25	-	82	0	38	58	7	-	103	0	52	38	22	-	112	0	23	53	51	-	127			
TTST	0	0	4	3	-	7	0	1	0	0	-	1	0	4	2	2	-	8	0	1	0	0	-	1			
TWINS	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0			
PV (%)	0.00	97.70	95.68	88.03	-	94.72	0.00	92.40	79.43	94.53	-	88.73	0.00	82.93	96.62	95.38	-	94.10	0.00	94.68	90.42	91.64	-	92.07			
DUALS (%)	0.00	2.30	4.03	10.68	-	4.86	0.00	7.41	20.57	5.47	-	11.16	0.00	15.85	3.21	4.23	-	5.51	0.00	5.10	9.58	8.36	-	7.87			
TTST (%)	0.00	0.00	0.29	1.28	-	0.42	0.00	0.19	0.00	0.00	-	0.11	0.00	1.22	0.17	0.38	-	0.39	0.00	0.22	0.00	0.00	-	0.06			
TWINS (%)	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00			

Peak Rolling Hour Flow Rates
Classification: ALL

TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total		
0730 - 0745	0	10	84	21	0	115	0	44	11	11	0	66	0	12	96	29	1	138	0	24	46	53	0	123	442	
0745 - 0800	0	12	126	13	0	151	0	25	15	7	0	47	0	19	97	41	0	157	0	41	35	50	0	126	481	
0800 - 0815	0	6	104	7	0	117	0	30	11	9	0	50	0	20	83	55	0	158	0	44	48	34	0	126	451	
0815 - 0830	0	6	93	9	0	108	0	32	22	10	0	64	0	19	83	68	0	170	0	36	53	38	0	127	469	
Grand Total	0	34	407	50	0	491	0	131	59	37	0	227	0	70	359	193	1	623	0	145	182	175	0	502	1843	
Approach (%)	0.00	6.92	82.89	10.18	0.00		0.00	57.71	25.99	16.30	0.00		0.00	11.24	57.62	30.98	0.16		0.00	28.88	36.25	34.86	0.00			
Total (%)	0.00	1.84	22.08	2.71	0.00	26.64	0.00	7.11	3.20	2.01	0.00	12.32	0.00	3.80	19.48	10.47	0.05	33.80	0.00	7.87	9.88	9.50	0.00	27.24		
PHF	81%						86%						92%						99%						96%	
PV	0	33	390	45	-	468	0	123	51	35	-	209	0	59	347	181	-	587	0	137	174	167	-	478	1742	
DUALS	0	1	16	4	-	21	0	7	8	2	-	17	0	9	10	11	-	30	0	8	8	8	-	24	92	
TTST	0	0	1	1	-	2	0	1	0	0	-	1	0	2	2	1	-	5	0	0	0	0	-	0	8	
TWINS	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0	0	
PV (%)	0.00	97.06	95.82	90.00	-	95.32	0.00	93.89	86.44	94.59	-	92.07	0.00	84.29	96.66	93.78	-	9								

TTST (%)	0.00	0.00	0.25	2.00	-	0.41	0.00	0.76	0.00	0.00	-	0.44	0.00	2.86	0.56	0.52	-	0.80	0.00	0.00	0.00	0.00	-	0.00	0.43
TWINS (%)	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

Site 1 of 1

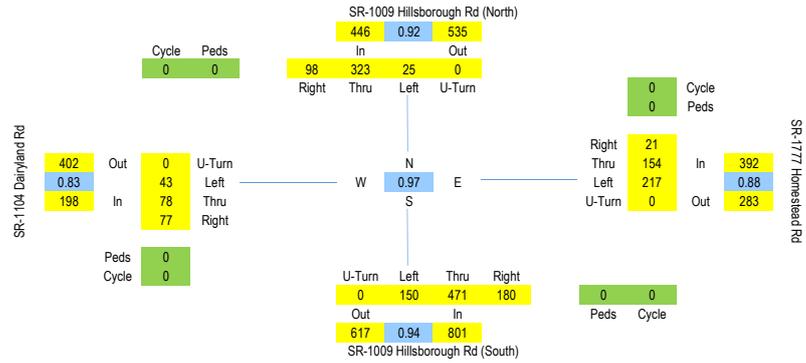
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

1200 – 1900 (Weekday PM Peak)
Classification: ALL



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total		
1200 - 1215	0	4	38	15	0	57	0	15	15	0	0	30	0	14	46	20	0	80	0	5	18	13	0	36	203	895
1215 - 1230	0	4	38	8	0	50	0	19	15	1	0	35	0	23	44	24	0	91	0	12	25	18	0	55	231	938
1230 - 1245	0	3	38	12	0	53	0	18	16	11	0	45	0	14	54	28	0	96	0	5	13	17	0	35	229	951
1245 - 1300	0	3	55	5	0	63	0	9	15	4	0	28	0	19	43	32	1	95	0	11	15	21	0	47	233	933
Hourly Total	0	14	169	40	0	223	0	61	61	16	0	138	0	70	187	104	1	362	0	33	71	69	0	173	896	-
1300 - 1315	0	8	43	17	0	68	0	19	16	1	0	36	0	23	47	21	0	91	0	8	24	19	0	51	246	926
1315 - 1330	0	1	39	14	0	54	0	19	29	2	0	50	0	25	41	22	0	88	0	6	21	25	0	52	244	920
1330 - 1345	0	2	41	9	0	52	0	25	18	1	0	44	0	12	42	16	0	70	0	10	13	22	0	45	211	920
1345 - 1400	0	4	43	8	0	55	0	18	26	1	0	45	0	17	49	19	0	85	0	11	20	9	0	40	225	989
Hourly Total	0	15	166	48	0	229	0	81	89	5	0	175	0	77	179	78	0	334	0	35	78	75	0	188	926	-
1400 - 1415	0	2	44	15	0	61	0	20	19	5	0	44	0	21	42	14	0	77	0	18	19	21	0	58	240	1052
1415 - 1430	0	1	55	12	0	68	0	31	21	4	0	56	0	8	49	14	0	71	0	18	15	16	0	49	244	1075
1430 - 1445	0	6	39	22	0	67	0	20	12	7	0	39	0	25	74	32	0	131	0	10	20	13	0	43	280	1153
1445 - 1500	0	7	54	10	0	71	0	15	16	3	0	34	0	28	63	35	0	126	0	17	17	23	0	57	288	1210
Hourly Total	0	16	192	59	0	267	0	86	68	19	0	173	0	82	228	95	0	405	0	63	71	73	0	207	1052	-
1500 - 1515	0	4	53	16	0	73	0	25	19	1	0	45	0	25	64	17	0	106	0	7	16	16	0	39	263	1208
1515 - 1530	0	3	57	14	0	74	0	22	27	4	0	53	0	42	70	29	0	141	0	15	20	19	0	54	322	1290
1530 - 1545	0	6	64	28	0	98	0	23	16	4	0	43	0	28	88	23	0	139	0	11	25	21	0	57	337	1332
1545 - 1600	0	2	61	21	0	84	0	20	22	4	0	46	0	27	58	31	0	116	0	9	18	13	0	40	286	1393
Hourly Total	0	15	235	79	0	329	0	90	84	13	0	187	0	122	280	100	0	502	0	42	79	69	0	190	1208	-
1600 - 1615	0	2	60	16	0	78	0	48	48	9	0	105	0	32	72	20	0	124	0	6	17	15	0	38	345	1498
1615 - 1630	0	9	59	23	0	91	0	32	38	3	0	73	0	28	82	41	0	151	0	9	19	21	0	49	364	1601
1630 - 1645	0	6	75	22	0	103	0	31	32	10	0	73	0	30	92	40	0	162	0	12	25	23	0	60	398	1694
1645 - 1700	0	8	91	27	0	126	0	36	34	3	0	73	0	33	80	31	0	144	0	16	15	17	0	48	391	1770
Hourly Total	0	25	285	88	0	398	0	147	152	25	0	324	0	123	326	132	0	581	0	43	76	76	0	195	1498	-
1700 - 1715	0	1	82	28	0	111	0	61	32	1	0	94	0	45	115	45	0	205	0	6	15	17	0	38	448	1837
1715 - 1730	0	7	84	22	0	113	0	53	47	11	0	111	0	31	110	42	0	183	0	9	21	20	0	50	457	1733
1730 - 1745	0	12	85	24	0	121	0	50	39	3	0	92	0	34	128	39	0	201	0	12	25	23	0	60	474	1567
1745 - 1800	0	5	72	24	0	101	0	53	36	6	0	95	0	40	118	54	0	212	0	16	17	17	0	50	458	1335
Hourly Total	0	25	323	98	0	446	0	217	154	21	0	392	0	150	471	180	0	801	0	43	78	77	0	198	1837	-
1800 - 1815	0	11	74	17	0	102	0	30	29	8	0	67	0	32	72	38	0	142	0	10	11	12	0	33	344	1069
1815 - 1830	0	6	56	19	0	81	0	28	19	4	0	51	0	28	65	23	0	116	0	11	12	20	0	43	291	-
1830 - 1845	0	4	54	7	0	65	0	23	16	6	0	45	0	22	60	20	0	102	0	6	7	17	0	30	242	-
1845 - 1900	0	3	42	9	0	54	0	15	16	3	0	34	0	14	34	21	0	69	0	10	10	15	0	35	192	-
Hourly Total	0	24	226	52	0	302	0	96	80	21	0	197	0	96	231	102	0	429	0	37	40	64	0	141	1069	-
Grand Total	0	134	1596	464	0	2194	0	778	688	120	0	1586	0	720	1902	791	1	3414	0	296	493	503	0	1292	8486	-
Approach (%)	0.00	6.11	72.74	21.15	0.00		0.00	49.05	43.38	7.57	0.00		0.00	21.09	55.71	23.17	0.03		0.00	22.91	38.16	38.93	0.00			
Total (%)	0.00	1.58	18.81	5.47	0.00	25.85	0.00	9.17	8.11	1.41	0.00	18.69	0.00	8.48	22.41	9.32	0.01	40.23	0.00	3.49	5.81	5.93	0.00	15.23		
PV	0	129	1559	449	-	2137	0	733	621	117	-	1471	0	671	1846	747	-	3264	0	284	443	458	-	1185		
DUALS	0	5	34	13	-	52	0	45	67	3	-	115	0	49	53	43	-	145	0	12	50	45	-	107		
TTST	0	0	3	2	-	5	0	0	0	0	-	0	0	0	3	1	-	4	0	0	0	0	-	0		
TWINS	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0		
PV (%)	0.00	96.27	97.68	96.77	-	97.40	0.00	94.22	90.26	97.50	-	92.75	0.00	93.19	97.06	94.44	-	95.63	0.00	95.95	89.86	91.05	-	91.72		
DUALS (%)	0.00	3.73	2.13	2.80	-	2.37	0.00	5.78	9.74	2.50	-	7.25	0.00	6.81	2.79	5.44	-	4.25	0.00	4.05	10.14	8.95	-	8.28		
TTST (%)	0.00	0.00	0.19	0.43	-	0.23	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.16	0.13	-	0.12	0.00	0.00	0.00	0.00	-	0.00		
TWINS (%)	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00		

Peak Rolling Hour Flow Rates
Classification: ALL

TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total		
1700 - 1715	0	1	82	28	0	111	0	61	32	1	0	94	0	45	115	45	0	205	0	6	15	17	0	38	448	
1715 - 1730	0	7	84	22	0	113	0	53	47	11	0	111	0	31	110	42	0	183	0	9	21	20	0	50	457	
1730 - 1745	0	12	85	24	0	121	0	50	39	3	0	92	0	34	128	39	0	201	0	12	25	23	0	60	474	
1745 - 1800	0	5	72	24	0	101	0	53	36	6	0	95	0	40	118	54	0	212	0	16	17	17	0	50	458	
Grand Total	0	25	323	98	0	446	0	217	154	21	0	392	0	150	471	180	0	801	0	43	78	77	0	198	1837	
Approach (%)	0.00	5.61	72.42	21.97	0.00		0.00	55.36	39.29	5.36	0.00		0.00	18.73	58.80	22.47	0.00		0.00	21.72	39.39	38.89	0.00			
Total (%)	0.00	1.36	17.58	5.33	0.00	24.28	0.00	11.81	8.38	1.14	0.00	21.34														

TWINS	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0	0	0	0	0	-	0	0
PV (%)	0.00	100.00	99.69	95.92	-	98.88	0.00	95.85	100.00	100.00	-	97.70	0.00	99.33	98.51	99.44	-	98.88	0.00	93.02	96.15	97.40	-	95.96	98.31
DUALS (%)	0.00	0.00	0.31	3.06	-	0.90	0.00	4.15	0.00	0.00	-	2.30	0.00	0.67	1.27	0.56	-	1.00	0.00	6.98	3.85	2.60	-	4.04	1.58
TTST (%)	0.00	0.00	0.00	1.02	-	0.22	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.21	0.00	-	0.12	0.00	0.00	0.00	0.00	-	0.00	0.11
TWINS (%)	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

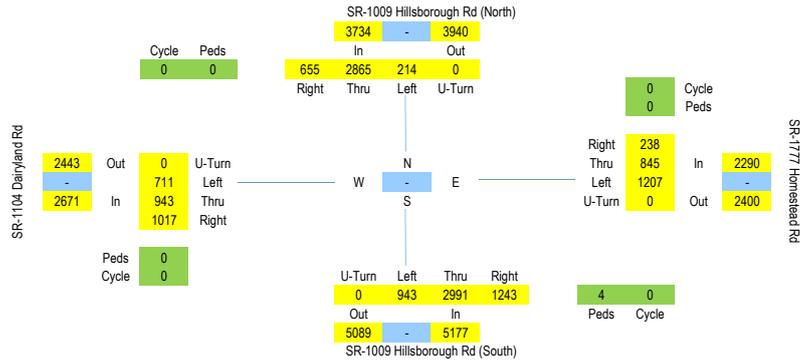
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1900 (Weekday 13h Session)
Classification: PV



TIME	Southbound SR-1009 Hillsborough Rd (North)							Westbound SR-1777 Homestead Rd							Northbound SR-1009 Hillsborough Rd (South)							Eastbound SR-1104 Dairyland Rd							Int	Rolling Hour
	U-Turn	Left	Thru	Right	Peds	App	U-Turn	Left	Thru	Right	Peds	App	U-Turn	Left	Thru	Right	Peds	App	U-Turn	Left	Thru	Right	Peds	App						
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d							
0600 - 0615	0	0	17	1	0	18	0	4	1	0	0	5	0	0	8	5	0	13	0	7	6	10	0	23	59	421				
0615 - 0630	0	1	14	0	0	15	0	9	2	4	0	15	0	0	21	4	0	25	0	9	9	10	0	28	83	590				
0630 - 0645	0	1	29	3	0	33	0	9	3	2	0	14	0	1	29	3	0	33	0	20	12	13	0	45	125	846				
0645 - 0700	0	3	44	10	0	57	0	14	3	1	0	18	0	3	26	4	0	33	0	17	11	18	0	46	154	1144				
Hourly Total	0	5	104	14	0	123	0	36	9	7	0	52	0	4	84	16	0	104	0	53	38	51	0	142	421	-				
0700 - 0715	0	1	67	6	0	74	0	12	5	5	0	22	0	3	45	12	2	62	0	25	20	27	0	72	230	1447				
0715 - 0730	0	5	88	6	0	99	0	29	3	11	0	43	0	8	61	20	0	89	0	33	28	47	0	108	339	1640				
0730 - 0745	0	10	82	19	0	111	0	43	10	11	0	64	0	10	91	27	1	129	0	23	46	51	0	120	424	1742				
0745 - 0800	0	12	119	11	0	142	0	22	13	7	0	42	0	17	95	41	0	153	0	38	33	49	0	120	457	1679				
Hourly Total	0	28	356	42	0	426	0	106	31	34	0	171	0	38	292	100	3	433	0	119	127	174	0	420	1450	-				
0800 - 0815	0	5	98	7	0	110	0	27	10	7	0	44	0	17	80	52	0	149	0	42	46	30	0	118	421	1541				
0815 - 0830	0	6	91	8	0	105	0	31	18	10	0	59	0	15	81	61	0	157	0	34	49	37	0	120	441	1367				
0830 - 0845	0	4	76	11	0	91	0	51	17	13	0	81	0	7	68	31	0	106	0	28	23	31	0	82	360	1159				
0845 - 0900	0	4	92	11	0	107	0	32	14	6	0	52	0	14	55	23	0	92	0	15	22	31	0	68	319	1015				
Hourly Total	0	19	357	37	0	413	0	141	59	36	0	236	0	53	284	167	0	504	0	119	140	129	0	388	1541	-				
0900 - 0915	0	5	60	6	0	71	0	13	10	6	0	29	0	18	42	23	0	83	0	11	32	21	0	64	247	892				
0915 - 0930	0	3	42	14	0	59	0	16	7	5	0	28	0	14	48	17	0	79	0	17	30	20	0	67	233	809				
0930 - 0945	0	2	51	12	0	65	0	19	7	2	0	28	0	8	53	20	0	81	0	9	17	16	0	42	216	747				
0945 - 1000	0	1	48	9	0	58	0	21	10	4	0	35	0	10	34	17	0	61	0	16	13	13	0	42	196	723				
Hourly Total	0	11	201	41	0	253	0	69	34	17	0	120	0	50	177	77	0	304	0	53	92	70	0	215	892	-				
1000 - 1015	0	3	29	14	0	46	0	16	8	7	0	31	0	9	26	18	0	53	0	10	11	13	0	34	164	732				
1015 - 1030	0	3	37	9	0	49	0	16	9	5	0	30	0	14	41	10	0	65	0	11	6	10	0	27	171	748				
1030 - 1045	0	1	37	10	0	48	0	14	7	5	0	26	0	19	39	12	0	70	0	7	15	26	0	48	192	760				
1045 - 1100	0	4	43	10	0	57	0	13	12	1	0	26	0	18	40	18	0	76	0	9	23	14	0	46	205	760				
Hourly Total	0	11	146	43	0	200	0	59	36	18	0	113	0	60	146	58	0	264	0	37	55	63	0	155	732	-				
1100 - 1115	0	1	24	7	0	32	0	22	9	2	0	33	0	15	44	16	0	75	0	8	12	20	0	40	180	782				
1115 - 1130	0	1	34	5	0	40	0	12	13	1	0	26	0	20	41	19	0	80	0	14	11	12	0	37	183	782				
1130 - 1145	0	1	36	7	0	44	0	17	13	4	0	34	0	13	39	19	0	71	0	11	10	22	0	43	192	806				
1145 - 1200	0	8	48	10	0	66	0	12	20	2	0	34	0	19	38	24	0	81	0	13	15	18	0	46	227	821				
Hourly Total	0	11	142	29	0	182	0	63	55	9	0	127	0	67	162	78	0	307	0	46	48	72	0	166	782	-				
1200 - 1215	0	4	36	15	0	55	0	12	13	0	0	25	0	12	44	20	0	76	0	3	13	8	0	24	180	813				
1215 - 1230	0	3	37	7	0	47	0	18	11	1	0	30	0	19	42	20	0	81	0	12	21	16	0	49	207	859				
1230 - 1245	0	3	37	12	0	52	0	17	14	11	0	42	0	10	52	25	0	87	0	4	11	11	0	26	207	873				
1245 - 1300	0	3	55	5	0	63	0	9	13	4	0	26	0	16	39	31	1	87	0	10	14	20	0	44	220	866				
Hourly Total	0	13	165	39	0	217	0	56	51	16	0	123	0	57	177	96	1	331	0	29	59	55	0	143	814	-				
1300 - 1315	0	8	43	16	0	67	0	17	11	1	0	29	0	22	44	18	0	84	0	8	20	18	0	46	226	857				
1315 - 1330	0	1	35	14	0	50	0	17	23	1	0	41	0	20	40	22	0	82	0	6	19	23	0	48	221	848				
1330 - 1345	0	2	40	9	0	51	0	25	15	1	0	41	0	12	40	16	0	68	0	10	12	18	0	40	200	852				
1345 - 1400	0	4	40	8	0	52	0	18	22	1	0	41	0	15	49	18	0	82	0	11	16	8	0	35	210	913				
Hourly Total	0	15	158	47	0	220	0	77	71	4	0	152	0	69	173	74	0	316	0	35	67	67	0	169	857	-				
1400 - 1415	0	2	41	14	0	57	0	13	17	5	0	35	0	18	40	14	0	72	0	18	16	19	0	53	217	972				
1415 - 1430	0	1	51	12	0	64	0	30	17	4	0	51	0	6	47	14	0	67	0	17	13	13	0	43	225	997				
1430 - 1445	0	6	38	21	0	65	0	20	9	6	0	35	0	23	73	29	0	125	0	10	15	11	0	36	261	1062				
1445 - 1500	0	7	51	8	0	66	0	12	14	3	0	29	0	26	62	33	0	121	0	17	15	21	0	53	269	1119				
Hourly Total	0	16	181	55	0	252	0	75	57	18	0	150	0	73	222	90	0	385	0	62	59	64	0	185	972	-				
1500 - 1515	0	4	51	16	0	71	0	24	15	1	0	40	0	21	61	15	0	97	0	6	15	13	0	34	242	1127				
1515 - 1530	0	3	53	14	0	70	0	19	22	3	0	44	0	38	65	27	0	130	0	15	18	13	0	46	290	1210				
1530 - 1545	0	5	63	28	0	96	0	21	15	4	0	40	0	26	84	21	0	131	0	11	21	19	0	51	318	1260				
1545 - 1600	0	2	61	20	0	83	0	20	19	4	0	43	0	27	57	28	0	112	0	9	17	13	0	39	277	1328				
Hourly Total	0	14	228	78	0	320	0	84	71	12	0	167	0	112	267	91	0	470	0	41	71	58	0	170	1127	-				
1600 - 1615	0	2	58	16	0	76	0	43	42	9	0	94	0	29	70	20	0	119	0	6	15	15	0	36	325	1432				
1615 - 1630	0	6	58	22	0	86	0	29	35	3	0	67	0	25	82	32	0	139	0	9	18	21	0	48	340	1542				
1630 - 1645	0	6	75	21	0	102	0	31	29	10	0	70	0	30	91	35	0	156	0	12	24	22	0	58	386	1654				
1645 - 1700	0	8	90	26	0	124	0	34	32	3	0	69	0	32	80	29	0	141	0	15	15	17	0	47	381	1732				
Hourly Total	0	22	281	85	0	388	0	137	138	25	0	300	0	116	323	116	0	555	0	42	72	75	0	189	1432	-				
1700 - 1715	0	1	82	25	0	108	0	58	32	1	0	91	0	44	112	44	0	200	0	6	14	16	0	36	435	1806				
1715 - 1730	0	7	84	22	0	113	0	49	47	11	0	107	0	31	110	42	0	183	0	9	20	20	0	49	452	1711				
1730 - 1745	0	12	85	23	0	120	0	48																						

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

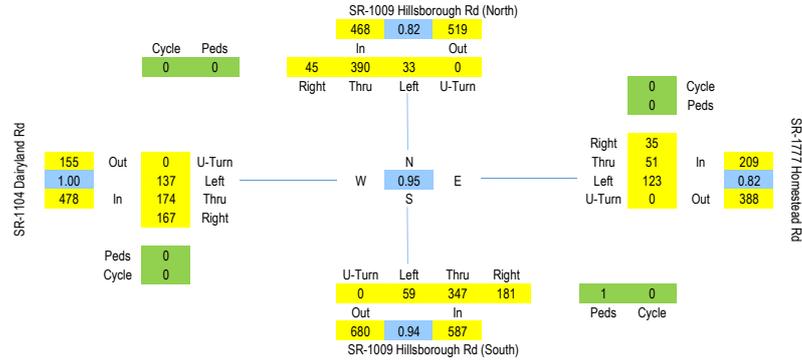
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1200 (Weekday AM Peak)
Classification: PV



TIME	Southbound SR-1009 Hillsborough Rd (North)							Westbound SR-1777 Homestead Rd							Northbound SR-1009 Hillsborough Rd (South)							Eastbound SR-1104 Dairyland Rd							Int Total	Rolling Hour
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total						
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d							
0600 - 0615	0	0	17	1	0	18	0	4	1	0	0	5	0	0	8	5	0	13	0	7	6	10	0	23	59	421				
0615 - 0630	0	1	14	0	0	15	0	9	2	4	0	15	0	0	21	4	0	25	0	9	9	10	0	28	83	590				
0630 - 0645	0	1	29	3	0	33	0	9	3	2	0	14	0	1	29	3	0	33	0	20	12	13	0	45	125	846				
0645 - 0700	0	3	44	10	0	57	0	14	3	1	0	18	0	3	26	4	0	33	0	17	11	18	0	46	154	1144				
Hourly Total	0	5	104	14	0	123	0	36	9	7	0	52	0	4	84	16	0	104	0	53	38	51	0	142	421	-				
0700 - 0715	0	1	67	6	0	74	0	12	5	5	0	22	0	3	45	12	2	62	0	25	20	27	0	72	230	1447				
0715 - 0730	0	5	88	6	0	99	0	29	3	11	0	43	0	8	61	20	0	89	0	33	28	47	0	108	339	1640				
0730 - 0745	0	10	82	19	0	111	0	43	10	11	0	64	0	10	91	27	1	129	0	23	46	51	0	120	424	1742				
0745 - 0800	0	12	119	11	0	142	0	22	13	7	0	42	0	17	95	41	0	153	0	38	33	49	0	120	457	1679				
Hourly Total	0	28	356	42	0	426	0	106	31	34	0	171	0	38	292	100	3	433	0	119	127	174	0	420	1450	-				
0800 - 0815	0	5	98	7	0	110	0	27	10	7	0	44	0	17	80	52	0	149	0	42	46	30	0	118	421	1541				
0815 - 0830	0	6	91	8	0	105	0	31	18	10	0	59	0	15	81	61	0	157	0	34	49	37	0	120	441	1367				
0830 - 0845	0	4	76	11	0	91	0	51	17	13	0	81	0	7	68	31	0	106	0	28	23	31	0	82	360	1159				
0845 - 0900	0	4	92	11	0	107	0	32	14	6	0	52	0	14	55	23	0	92	0	15	22	31	0	68	319	1015				
Hourly Total	0	19	357	37	0	413	0	141	59	36	0	236	0	53	284	167	0	504	0	119	140	129	0	388	1541	-				
0900 - 0915	0	5	60	6	0	71	0	13	10	6	0	29	0	18	42	23	0	83	0	11	32	21	0	64	247	892				
0915 - 0930	0	3	42	14	0	59	0	16	7	5	0	28	0	14	48	17	0	79	0	17	30	20	0	67	233	809				
0930 - 0945	0	2	51	12	0	65	0	19	7	2	0	28	0	8	53	20	0	81	0	9	17	16	0	42	216	747				
0945 - 1000	0	1	48	9	0	58	0	21	10	4	0	35	0	10	34	17	0	61	0	16	13	13	0	42	196	723				
Hourly Total	0	11	201	41	0	253	0	69	34	17	0	120	0	50	177	77	0	304	0	53	92	70	0	215	892	-				
1000 - 1015	0	3	29	14	0	46	0	16	8	7	0	31	0	9	26	18	0	53	0	10	11	13	0	34	164	732				
1015 - 1030	0	3	37	9	0	49	0	16	9	5	0	30	0	14	41	10	0	65	0	11	6	10	0	27	171	748				
1030 - 1045	0	1	37	10	0	48	0	14	7	5	0	26	0	19	39	12	0	70	0	7	15	26	0	48	192	760				
1045 - 1100	0	4	43	10	0	57	0	13	12	1	0	26	0	18	40	18	0	76	0	9	23	14	0	46	205	760				
Hourly Total	0	11	146	43	0	200	0	59	36	18	0	113	0	60	146	58	0	264	0	37	55	63	0	155	732	-				
1100 - 1115	0	1	24	7	0	32	0	22	9	2	0	33	0	15	44	16	0	75	0	8	12	20	0	40	180	782				
1115 - 1130	0	1	34	5	0	40	0	12	13	1	0	26	0	20	41	19	0	80	0	14	11	12	0	37	183	602				
1130 - 1145	0	1	36	7	0	44	0	17	13	4	0	34	0	13	39	19	0	71	0	11	10	22	0	43	192	419				
1145 - 1200	0	8	48	10	0	66	0	12	20	2	0	34	0	19	38	24	0	81	0	13	15	18	0	46	227	227				
Hourly Total	0	11	142	29	0	182	0	63	55	9	0	127	0	67	162	78	0	307	0	46	48	72	0	166	782	-				
Grand Total	0	85	1306	206	0	1597	0	474	224	121	0	819	0	272	1145	496	3	1916	0	427	500	559	0	1486	5818	-				
Approach (%)	0.00	5.32	81.78	12.90	0.00		0.00	57.88	27.35	14.77	0.00		0.00	14.20	59.76	25.89	0.16		0.00	28.73	33.65	37.62	0.00							
Total (%)	0.00	1.46	22.45	3.54	0.00	27.45	0.00	8.15	3.85	2.08	0.00	14.08	0.00	4.68	19.68	8.53	0.05	32.93	0.00	7.34	8.59	9.61	0.00	25.54						

Peak Rolling Hour Flow Rates
Classification: PV

TIME	Southbound SR-1009 Hillsborough Rd (North)							Westbound SR-1777 Homestead Rd							Northbound SR-1009 Hillsborough Rd (South)							Eastbound SR-1104 Dairyland Rd							Int Total
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total					
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d						
0730 - 0745	0	10	82	19	0	111	0	43	10	11	0	64	0	10	91	27	1	129	0	23	46	51	0	120	424				
0745 - 0800	0	12	119	11	0	142	0	22	13	7	0	42	0	17	95	41	0	153	0	38	33	49	0	120	457				
0800 - 0815	0	5	98	7	0	110	0	27	10	7	0	44	0	17	80	52	0	149	0	42	46	30	0	118	421				
0815 - 0830	0	6	91	8	0	105	0	31	18	10	0	59	0	15	81	61	0	157	0	34	49	37	0	120	441				
Grand Total	0	33	390	45	0	468	0	123	51	35	0	209	0	59	347	181	1	588	0	137	174	167	0	478	1743				
Approach (%)	0.00	7.05	83.33	9.62	0.00		0.00	58.85	24.40	16.75	0.00		0.00	10.03	59.01	30.78	0.17		0.00	28.66	36.40	34.94	0.00						
Total (%)	0.00	1.89	22.38	2.58	0.00	26.85	0.00	7.06	2.93	2.01	0.00	11.99	0.00	3.38	19.91	10.38	0.06	33.73	0.00	7.86	9.98	9.58	0.00	27.42					
PHF	82%							82%							94%							100%							95%
	0%	69%	82%	59%			0%	72%	71%	80%			0%	87%	91%	74%			0%	82%	89%	82%							

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

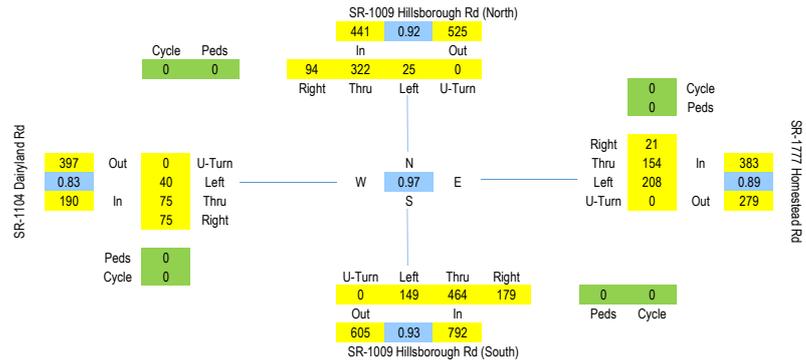
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

1200 - 1900 (Weekday PM Peak)
Classification: PV



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total		
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d			
1200 - 1215	0	4	36	15	0	55	0	12	13	0	0	25	0	12	44	20	0	76	0	3	13	8	0	24	180	813
1215 - 1230	0	3	37	7	0	47	0	18	11	1	0	30	0	19	42	20	0	81	0	12	21	16	0	49	207	859
1230 - 1245	0	3	37	12	0	52	0	17	14	11	0	42	0	10	52	25	0	87	0	4	11	11	0	26	207	873
1245 - 1300	0	3	55	5	0	63	0	9	13	4	0	26	0	16	39	31	1	87	0	10	14	20	0	44	220	866
Hourly Total	0	13	165	39	0	217	0	56	51	16	0	123	0	57	177	96	1	331	0	29	59	55	0	143	814	-
1300 - 1315	0	8	43	16	0	67	0	17	11	1	0	29	0	22	44	18	0	84	0	8	20	18	0	46	226	857
1315 - 1330	0	1	35	14	0	50	0	17	23	1	0	41	0	20	40	22	0	82	0	6	19	23	0	48	221	848
1330 - 1345	0	2	40	9	0	51	0	25	15	1	0	41	0	12	40	16	0	68	0	10	12	18	0	40	200	852
1345 - 1400	0	4	40	8	0	52	0	18	22	1	0	41	0	15	49	18	0	82	0	11	16	8	0	35	210	913
Hourly Total	0	15	158	47	0	220	0	77	71	4	0	152	0	69	173	74	0	316	0	35	67	67	0	169	857	-
1400 - 1415	0	2	41	14	0	57	0	13	17	5	0	35	0	18	40	14	0	72	0	18	16	19	0	53	217	972
1415 - 1430	0	1	51	12	0	64	0	30	17	4	0	51	0	6	47	14	0	67	0	17	13	13	0	43	225	997
1430 - 1445	0	6	38	21	0	65	0	20	9	6	0	35	0	23	73	29	0	125	0	10	15	11	0	36	261	1062
1445 - 1500	0	7	51	8	0	66	0	12	14	3	0	29	0	26	62	33	0	121	0	17	15	21	0	53	269	1119
Hourly Total	0	16	181	55	0	252	0	75	57	18	0	150	0	73	222	90	0	385	0	62	59	64	0	185	972	-
1500 - 1515	0	4	51	16	0	71	0	24	15	1	0	40	0	21	61	15	0	97	0	6	15	13	0	34	242	1127
1515 - 1530	0	3	63	14	0	70	0	19	22	3	0	44	0	38	65	27	0	130	0	15	18	13	0	46	290	1210
1530 - 1545	0	5	63	28	0	96	0	21	15	4	0	40	0	26	84	21	0	131	0	11	21	19	0	51	318	1260
1545 - 1600	0	2	61	20	0	83	0	20	19	4	0	43	0	27	57	28	0	112	0	9	17	13	0	39	277	1328
Hourly Total	0	14	228	78	0	320	0	84	71	12	0	167	0	112	267	91	0	470	0	41	71	58	0	170	1127	-
1600 - 1615	0	2	58	16	0	76	0	43	42	9	0	94	0	29	70	20	0	119	0	6	15	15	0	36	325	1432
1615 - 1630	0	6	58	22	0	86	0	29	35	3	0	67	0	25	82	32	0	139	0	9	18	21	0	48	340	1542
1630 - 1645	0	6	75	21	0	102	0	31	29	10	0	70	0	30	91	35	0	156	0	12	24	22	0	58	386	1654
1645 - 1700	0	8	90	26	0	124	0	34	32	3	0	69	0	32	80	29	0	141	0	15	15	17	0	47	381	1732
Hourly Total	0	22	281	85	0	388	0	137	138	25	0	300	0	116	323	116	0	555	0	42	72	75	0	189	1432	-
1700 - 1715	0	1	82	25	0	108	0	58	32	1	0	91	0	44	112	44	0	200	0	6	14	16	0	36	435	1806
1715 - 1730	0	7	84	22	0	113	0	49	47	11	0	107	0	31	110	42	0	183	0	9	20	20	0	49	452	1711
1730 - 1745	0	12	85	23	0	120	0	48	39	3	0	90	0	34	124	39	0	197	0	11	24	22	0	57	464	1547
1745 - 1800	0	5	71	24	0	100	0	53	36	6	0	95	0	40	118	54	0	212	0	14	17	17	0	48	455	1321
Hourly Total	0	25	322	94	0	441	0	208	154	21	0	383	0	149	464	179	0	792	0	40	75	75	0	190	1806	-
1800 - 1815	0	11	74	17	0	102	0	30	29	8	0	67	0	32	69	37	0	138	0	10	11	12	0	33	340	1050
1815 - 1830	0	6	56	18	0	80	0	28	19	4	0	51	0	28	63	23	0	114	0	11	12	20	0	43	288	-
1830 - 1845	0	4	53	7	0	64	0	23	15	6	0	44	0	22	58	20	0	100	0	6	7	17	0	30	238	-
1845 - 1900	0	3	41	9	0	53	0	15	16	3	0	34	0	13	30	21	0	64	0	8	10	15	0	33	184	-
Hourly Total	0	24	224	51	0	299	0	96	79	21	0	196	0	95	220	101	0	416	0	35	40	64	0	139	1050	-
Grand Total	0	129	1559	449	0	2137	0	733	621	117	0	1471	0	671	1846	747	1	3265	0	284	443	458	0	1185	8058	-
Approach (%)	0.00	6.04	72.95	21.01	0.00		0.00	49.83	42.22	7.95	0.00		0.00	20.55	56.54	22.88	0.03		0.00	23.97	37.38	38.65	0.00			
Total (%)	0.00	1.60	19.35	5.57	0.00	26.52	0.00	9.10	7.71	1.45	0.00	18.26	0.00	8.33	22.91	9.27	0.01	40.52	0.00	3.52	5.50	5.68	0.00	14.71		

Peak Rolling Hour Flow Rates
Classification: PV

TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total		
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d			
1700 - 1715	0	1	82	25	0	108	0	58	32	1	0	91	0	44	112	44	0	200	0	6	14	16	0	36	435	
1715 - 1730	0	7	84	22	0	113	0	49	47	11	0	107	0	31	110	42	0	183	0	9	20	20	0	49	452	
1730 - 1745	0	12	85	23	0	120	0	48	39	3	0	90	0	34	124	39	0	197	0	11	24	22	0	57	464	
1745 - 1800	0	5	71	24	0	100	0	53	36	6	0	95	0	40	118	54	0	212	0	14	17	17	0	48	455	
Grand Total	0	25	322	94	0	441	0	208	154	21	0	383	0	149	464	179	0	792	0	40	75	75	0	190	1806	
Approach (%)	0.00	5.67	73.02	21.32	0.00		0.00	54.31	40.21	5.48	0.00		0.00	18.81	58.59	22.60	0.00		0.00	21.05	39.47	39.47	0.00			
Total (%)	0.00	1.38	17.83	5.20	0.00	24.42	0.00	11.52	8.53	1.16	0.00	21.21	0.00	8.25	25.69	9.91	0.00	43.88	0.00	2.21	4.15	4.15	0.00	10.52		
PHF	92%						89%						93%						83%						97%	
	0%	52%	95%	94%			0%	90%	82%	48%			0%	85%	94%	83%			0%	71%	78%	85%				

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

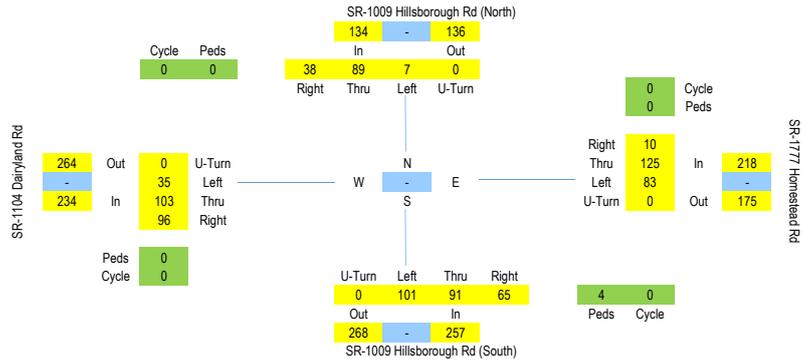
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1900 (Weekday 13h Session)
Classification: DUALS



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour							
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total									
	0600 - 0615	0	0	2	0	0	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0	0
Grand Total	0	7	89	38	0	134	0	83	125	10	0	218	0	101	91	65	4	261	0	35	103	96	0	234	847								
Approach (%)	0.00	5.22	66.42	28.36	0.00	15.82	0.00	38.07	57.34	4.59	0.00	25.74	0.00	38.70	34.87	24.90	1.53	30.81	0.00	14.96	44.02	41.03	0.00	27.63									
Total (%)	0.00	0.83	10.51	4.49	0.00	15.82	0.00	9.80	14.76	1.18	0.00	25.74	0.00	11.92	10.74	7.67	0.47	30.81	0.00	4.13	12.16	11.33	0.00	27.63									

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

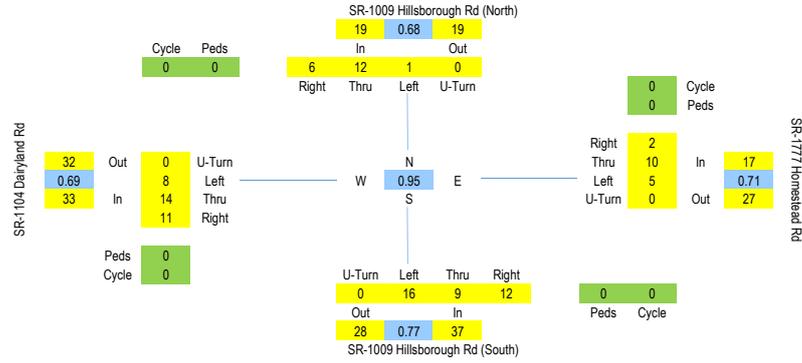
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1200 (Weekday AM Peak)
Classification: DUALS



TIME	Southbound SR-1009 Hillsborough Rd (North)							Westbound SR-1777 Homestead Rd							Northbound SR-1009 Hillsborough Rd (South)							Eastbound SR-1104 Dairyland Rd							Int Total	Rolling Hour
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total						
	0600 - 0615	0	0	2	0	0	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	26			
0615 - 0630	0	0	4	0	0	4	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	5	36				
0630 - 0645	0	0	2	0	0	2	0	2	1	0	0	3	0	0	0	2	0	2	0	0	0	0	0	0	7	38				
0645 - 0700	0	0	4	0	0	4	0	4	2	0	0	6	0	0	1	0	0	1	0	0	0	0	0	0	11	46				
Hourly Total	0	0	12	0	0	12	0	7	3	0	0	10	0	0	2	2	0	4	0	0	0	0	0	0	26	-				
0700 - 0715	0	1	3	3	0	7	0	3	0	1	0	4	0	0	0	0	2	2	0	1	1	0	0	2	15	58				
0715 - 0730	0	0	2	0	0	2	0	1	0	0	0	1	0	3	1	0	0	4	0	0	0	0	0	0	7	72				
0730 - 0745	0	0	2	2	0	4	0	1	1	0	0	2	0	1	4	1	1	7	0	1	0	2	0	3	16	92				
0745 - 0800	0	0	7	1	0	8	0	3	2	0	0	5	0	2	2	0	0	4	0	3	2	1	0	6	23	101				
Hourly Total	0	1	14	6	0	21	0	8	3	1	0	12	0	6	7	1	3	17	0	5	3	3	0	11	61	-				
0800 - 0815	0	1	5	0	0	6	0	2	1	2	0	5	0	3	2	3	0	8	0	2	2	4	0	8	27	106				
0815 - 0830	0	0	2	1	0	3	0	1	4	0	0	5	0	3	2	7	0	12	0	2	4	1	0	7	27	105				
0830 - 0845	0	0	1	2	0	3	0	1	5	0	0	6	0	5	4	0	0	9	0	2	2	2	0	6	24	94				
0845 - 0900	0	0	4	3	0	7	0	1	0	0	0	1	0	5	1	2	0	8	0	2	6	4	0	12	28	92				
Hourly Total	0	1	12	6	0	19	0	5	10	2	0	17	0	16	9	12	0	37	0	8	14	11	0	33	106	-				
0900 - 0915	0	0	5	3	0	8	0	1	4	0	0	5	0	2	2	1	0	5	0	1	1	6	0	8	26	81				
0915 - 0930	0	0	2	1	0	3	0	1	4	0	0	5	0	1	0	2	0	3	0	1	3	1	0	5	16	76				
0930 - 0945	0	0	1	0	0	1	0	1	2	0	0	3	0	7	2	0	0	9	0	2	5	2	0	9	22	74				
0945 - 1000	0	0	0	0	0	0	0	0	3	0	0	3	0	3	1	1	0	5	0	1	2	6	0	9	17	69				
Hourly Total	0	0	8	4	0	12	0	3	13	0	0	16	0	13	5	4	0	22	0	5	11	15	0	31	81	-				
1000 - 1015	0	0	1	1	0	2	0	4	5	1	0	10	0	1	2	0	0	3	0	1	3	2	0	6	21	70				
1015 - 1030	0	0	3	0	0	3	0	1	3	0	0	4	0	3	0	0	0	3	0	0	4	0	0	4	14	63				
1030 - 1045	0	0	1	0	0	1	0	2	2	2	0	6	0	3	2	0	0	5	0	1	1	3	0	5	17	73				
1045 - 1100	0	0	0	2	0	2	0	2	6	0	0	8	0	1	0	0	0	1	0	0	4	3	0	7	18	82				
Hourly Total	0	0	5	3	0	8	0	9	16	3	0	28	0	8	4	0	0	12	0	2	12	8	0	22	70	-				
1100 - 1115	0	0	1	0	0	1	0	2	2	0	0	4	0	2	3	0	0	5	0	0	3	1	0	4	14	83				
1115 - 1130	0	0	1	1	0	2	0	0	5	0	0	5	0	2	4	2	0	8	0	0	5	4	0	9	24	69				
1130 - 1145	0	0	1	4	0	5	0	1	4	1	0	6	0	3	2	1	0	6	0	3	1	5	0	9	26	45				
1145 - 1200	0	0	1	1	0	2	0	3	2	0	0	5	0	2	2	0	0	4	0	0	4	4	0	8	19	19				
Hourly Total	0	0	4	6	0	10	0	6	13	1	0	20	0	9	11	3	0	23	0	3	13	14	0	30	63	-				
Grand Total	0	2	55	25	0	82	0	38	58	7	0	103	0	52	38	22	3	115	0	23	53	51	0	127	427	-				
Approach (%)	0.00	2.44	67.07	30.49	0.00		0.00	36.89	56.31	6.80	0.00		0.00	45.22	33.04	19.13	2.61		0.00	18.11	41.73	40.16	0.00							
Total (%)	0.00	0.47	12.88	5.85	0.00	19.20	0.00	8.90	13.58	1.64	0.00	24.12	0.00	12.18	8.90	5.15	0.70	26.93	0.00	5.39	12.41	11.94	0.00	29.74						

Peak Rolling Hour Flow Rates
Classification: DUALS

TIME	Southbound SR-1009 Hillsborough Rd (North)							Westbound SR-1777 Homestead Rd							Northbound SR-1009 Hillsborough Rd (South)							Eastbound SR-1104 Dairyland Rd							Int Total
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total					
	0800 - 0815	0	1	5	0	0	6	0	2	1	2	0	5	0	3	2	3	0	8	0	2	2	4	0	8	27			
0815 - 0830	0	0	2	1	0	3	0	1	4	0	0	5	0	3	2	7	0	12	0	2	4	1	0	7	27				
0830 - 0845	0	0	1	2	0	3	0	1	5	0	0	6	0	5	4	0	0	9	0	2	2	2	0	6	24				
0845 - 0900	0	0	4	3	0	7	0	1	0	0	0	1	0	5	1	2	0	8	0	2	6	4	0	12	28				
Grand Total	0	1	12	6	0	19	0	5	10	2	0	17	0	16	9	12	0	37	0	8	14	11	0	33	106				
Approach (%)	0.00	5.26	63.16	31.58	0.00		0.00	29.41	58.82	11.76	0.00		0.00	43.24	24.32	32.43	0.00		0.00	24.24	42.42	33.33	0.00						
Total (%)	0.00	0.94	11.32	5.66	0.00	17.92	0.00	4.72	9.43	1.89	0.00	16.04	0.00	15.09	8.49	11.32	0.00	34.91	0.00	7.55	13.21	10.38	0.00	31.13					
PHF	68%						71%						77%						69%									95%	
	0%	25%	60%	50%			0%	63%	50%	25%			0%	80%	56%	43%			0%	100%	58%	69%							

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

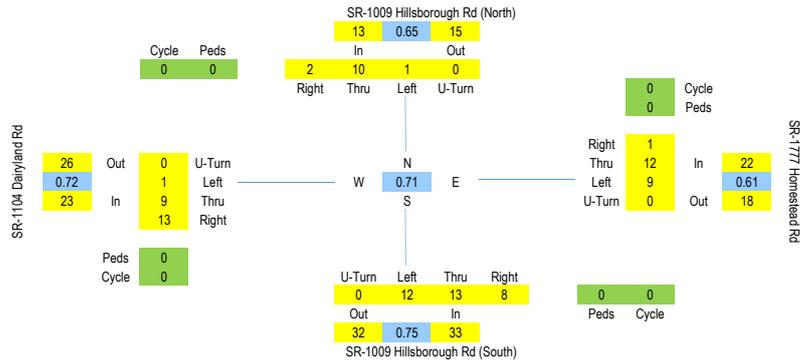
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

1200 – 1900 (Weekday PM Peak)
Classification: DUALS



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total		
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d			
1200 - 1215	0	0	2	0	0	2	0	3	2	0	0	5	0	2	2	0	0	4	0	2	5	5	0	12	23	82
1215 - 1230	0	1	1	1	0	3	0	1	4	0	0	5	0	4	2	4	0	10	0	0	4	2	0	6	24	78
1230 - 1245	0	0	1	0	0	1	0	1	2	0	0	3	0	4	2	3	0	9	0	1	2	6	0	9	22	76
1245 - 1300	0	0	0	0	0	0	0	0	2	0	0	2	0	3	4	1	1	9	0	1	1	1	0	3	14	64
Hourly Total	0	1	4	1	0	6	0	5	10	0	0	15	0	13	10	8	1	32	0	4	12	14	0	30	83	-
1300 - 1315	0	0	0	1	0	1	0	2	5	0	0	7	0	1	2	3	0	6	0	0	4	1	0	5	19	66
1315 - 1330	0	0	3	0	0	3	0	2	6	1	0	9	0	5	1	0	0	6	0	0	2	2	0	4	22	70
1330 - 1345	0	0	1	0	0	1	0	0	3	0	0	3	0	0	1	0	0	1	0	0	1	4	0	5	10	66
1345 - 1400	0	0	3	0	0	3	0	0	4	0	0	4	0	2	0	1	0	3	0	0	4	1	0	5	15	73
Hourly Total	0	0	7	1	0	8	0	4	18	1	0	23	0	8	4	4	0	16	0	0	11	8	0	19	66	-
1400 - 1415	0	0	3	1	0	4	0	7	2	0	0	9	0	3	2	0	0	5	0	0	3	2	0	5	23	77
1415 - 1430	0	0	3	0	0	3	0	1	4	0	0	5	0	2	2	0	0	4	0	1	2	3	0	6	18	75
1430 - 1445	0	0	1	0	0	1	0	0	3	1	0	4	0	2	1	2	0	5	0	0	5	2	0	7	17	89
1445 - 1500	0	0	3	2	0	5	0	3	2	0	0	5	0	2	1	2	0	5	0	0	2	2	0	4	19	91
Hourly Total	0	0	10	3	0	13	0	11	11	1	0	23	0	9	6	4	0	19	0	1	12	9	0	22	77	-
1500 - 1515	0	0	2	0	0	2	0	1	4	0	0	5	0	4	3	2	0	9	0	1	1	3	0	5	21	81
1515 - 1530	0	0	4	0	0	4	0	3	5	1	0	9	0	4	5	2	0	11	0	0	2	6	0	8	32	80
1530 - 1545	0	1	1	0	0	2	0	2	1	0	0	3	0	2	4	2	0	8	0	0	4	2	0	6	19	71
1545 - 1600	0	0	0	1	0	1	0	0	3	0	0	3	0	0	1	3	0	4	0	0	1	0	0	1	9	64
Hourly Total	0	1	7	1	0	9	0	6	13	1	0	20	0	10	13	9	0	32	0	1	8	11	0	20	81	-
1600 - 1615	0	0	2	0	0	2	0	5	6	0	0	11	0	3	2	0	0	5	0	0	2	0	0	2	20	65
1615 - 1630	0	3	0	1	0	4	0	3	3	0	0	6	0	3	0	9	0	12	0	0	1	0	0	1	23	58
1630 - 1645	0	0	0	1	0	1	0	0	3	0	0	3	0	0	1	5	0	6	0	0	1	1	0	2	12	40
1645 - 1700	0	0	1	1	0	2	0	2	2	0	0	4	0	1	0	2	0	3	0	1	0	0	0	1	10	36
Hourly Total	0	3	3	3	0	9	0	10	14	0	0	24	0	7	3	16	0	26	0	1	4	1	0	6	65	-
1700 - 1715	0	0	0	3	0	3	0	3	0	0	0	3	0	1	3	1	0	5	0	0	1	1	0	2	13	29
1715 - 1730	0	0	0	0	0	0	0	4	0	0	0	4	0	0	0	0	0	0	0	0	1	0	0	1	5	20
1730 - 1745	0	0	0	0	0	0	0	2	0	0	0	2	0	0	3	0	0	3	0	1	1	1	0	3	8	18
1745 - 1800	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	2	3	14
Hourly Total	0	0	1	3	0	4	0	9	0	0	0	9	0	1	6	1	0	8	0	3	3	2	0	8	29	-
1800 - 1815	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1	0	4	0	0	0	0	0	0	4	19
1815 - 1830	0	0	0	1	0	1	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	3
1830 - 1845	0	0	1	0	0	1	0	0	1	0	0	1	0	0	2	0	0	2	0	0	0	0	0	0	0	4
1845 - 1900	0	0	1	0	0	1	0	0	0	0	0	0	0	1	4	0	0	5	0	2	0	0	0	2	8	
Hourly Total	0	0	2	1	0	3	0	0	1	0	0	1	0	1	11	1	0	13	0	2	0	0	0	2	19	-
Grand Total	0	5	34	13	0	52	0	45	67	3	0	115	0	49	53	43	1	146	0	12	50	45	0	107	420	-
Approach (%)	0.00	9.62	65.38	25.00	0.00		0.00	39.13	58.26	2.61	0.00		0.00	33.56	36.30	29.45	0.68		0.00	11.21	46.73	42.06	0.00			
Total (%)	0.00	1.19	8.10	3.10	0.00	12.38	0.00	10.71	15.95	0.71	0.00	27.38	0.00	11.67	12.62	10.24	0.24	34.76	0.00	2.86	11.90	10.71	0.00	25.48		

Peak Rolling Hour Flow Rates
Classification: DUALS

TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total				
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total					
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d						
1445 - 1500	0	0	3	2	0	5	0	3	2	0	0	5	0	2	1	2	0	5	0	0	2	2	0	4	19	-			
1500 - 1515	0	0	2	0	0	2	0	1	4	0	0	5	0	4	3	2	0	9	0	1	1	3	0	5	21	-			
1515 - 1530	0	0	4	0	0	4	0	3	5	1	0	9	0	4	5	2	0	11	0	0	2	6	0	8	32	-			
1530 - 1545	0	1	1	0	0	2	0	2	1	0	0	3	0	2	4	2	0	8	0	0	4	2	0	6	19	-			
Grand Total	0	1	10	2	0	13	0	9	12	1	0	22	0	12	13	8	0	33	0	1	9	13	0	23	91	-			
Approach (%)	0.00	7.69	76.92	15.38	0.00		0.00	40.91	54.55	4.55	0.00		0.00	36.36	39.39	24.24	0.00		0.00	4.35	39.13	56.52	0.00						
Total (%)	0.00	1.10	10.99	2.20	0.00	14.29	0.00	9.89	13.19	1.10	0.00	24.18	0.00	13.19	14.29	8.79	0.00	36.26	0.00	1.10	9.89	14.29	0.00	25.27					
PHF	65%						61%						75%						72%										71%
	0%	25%	63%	25%			0%	75%	60%	25%			0%	75%	65%	100%			0%	25%	56%	54%							

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

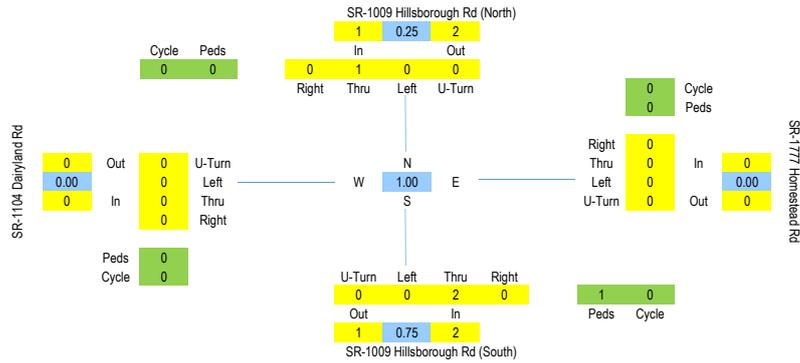
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

1200 - 1900 (Weekday PM Peak)
Classification: TTST



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour		
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total				
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d					
1200 - 1215	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1215 - 1230	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1230 - 1245	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
1245 - 1300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	1	3
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1	-
1300 - 1315	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	3
1315 - 1330	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2
1330 - 1345	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	2
1345 - 1400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
Hourly Total	0	0	1	0	0	1	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	0	3	-
1400 - 1415	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
1415 - 1430	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3
1430 - 1445	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	2	2
1445 - 1500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	1	1	0	2	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	3	-
1500 - 1515	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1515 - 1530	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1530 - 1545	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1545 - 1600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-
1600 - 1615	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1615 - 1630	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
1630 - 1645	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1645 - 1700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Hourly Total	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	-
1700 - 1715	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
1715 - 1730	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
1730 - 1745	0	0	0	1	0	1	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	2	2
1745 - 1800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	1	0	1	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	2	-
1800 - 1815	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1815 - 1830	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1830 - 1845	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1845 - 1900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	0	3	2	0	5	0	0	0	0	0	0	0	0	3	1	1	5	0	0	0	0	0	0	0	0	10	
Approach (%)	0.00	0.00	60.00	40.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	60.00	20.00	20.00		0.00	0.00	0.00	0.00	0.00					
Total (%)	0.00	0.00	30.00	20.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	10.00	10.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00				

Peak Rolling Hour Flow Rates
Classification: TTST

TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total			
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total				
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d					
1245 - 1300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1	
1300 - 1315	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	
1315 - 1330	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
1330 - 1345	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	
Grand Total	0	0	1	0	0	1	0	0	0	0	0	0	0	0	2	0	1	3	0	0	0	0	0	0	0	0	4	
Approach (%)	0.00	0.00	100.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	66.67	0.00	33.33		0.00	0.00	0.00	0.00	0.00					
Total (%)	0.00	0.00	25.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00	25.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00				
PHF	25%						0%						75%						0%						100%			
	0%	0%	25%	0%			0%	0%	0%	0%			0%	0%	50%	0%			0%	0%	0%	0%						

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

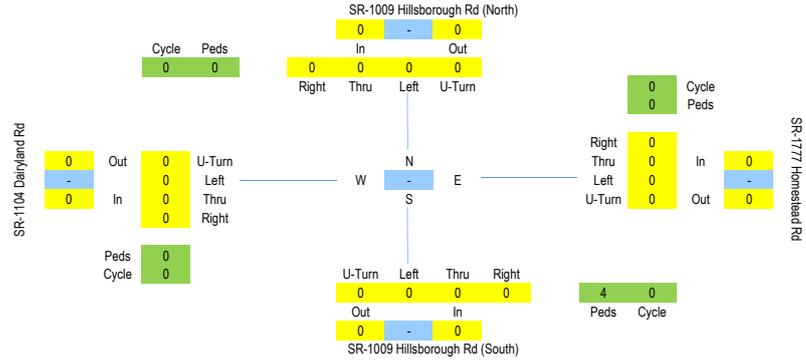
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1900 (Weekday 13h Session)
Classification: TWINS



TIME	Southbound SR-1009 Hillsborough Rd (North)							Westbound SR-1777 Homestead Rd							Northbound SR-1009 Hillsborough Rd (South)							Eastbound SR-1104 Dairyland Rd							Int Total	Rolling Hour			
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total									
	0600 - 0615	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			0	0	0
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Approach (%)	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	100.00			0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00			
Total (%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

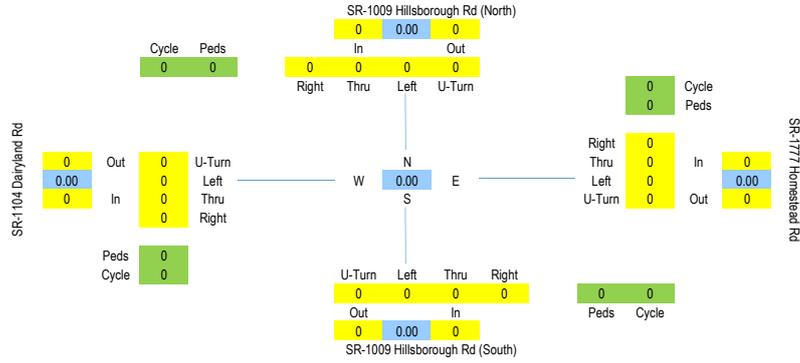
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

Lat/Long
35.942743°, -79.109436°

Date
Thursday 28 February 2019

Weather
Cloudy
Temp: 52°C

0600 – 1200 (Weekday AM Peak)
Classification: TWINS



TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total	Rolling Hour	
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total			
0600 - 0615	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0615 - 0630	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0630 - 0645	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0645 - 0700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0700 - 0715	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0715 - 0730	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0730 - 0745	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0745 - 0800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0800 - 0815	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0815 - 0830	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0830 - 0845	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0845 - 0900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0900 - 0915	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0915 - 0930	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0930 - 0945	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0945 - 1000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1000 - 1015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1015 - 1030	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1030 - 1045	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1045 - 1100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1100 - 1115	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1115 - 1130	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1130 - 1145	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1145 - 1200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approach (%)	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	100.00		0.00	0.00	0.00	0.00	0.00				
Total (%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Peak Rolling Hour Flow Rates
Classification: TWINS

TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total		
	U-Turn 1.1	Left 1.2	Thru 1.3	Right 1.4	Peds 1a	App Total	U-Turn 1.5	Left 1.6	Thru 1.7	Right 1.8	Peds 1b	App Total	U-Turn 1.9	Left 1.10	Thru 1.11	Right 1.12	Peds 1c	App Total	U-Turn 1.13	Left 1.14	Thru 1.15	Right 1.16	Peds 1d	App Total			
0600 - 0615	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0615 - 0630	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0630 - 0645	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0645 - 0700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approach (%)	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00				
Total (%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
PHF	0%						0%						0%						0%								

Attachment D

Chapel Hill, NC
Classified Turn Movement Count

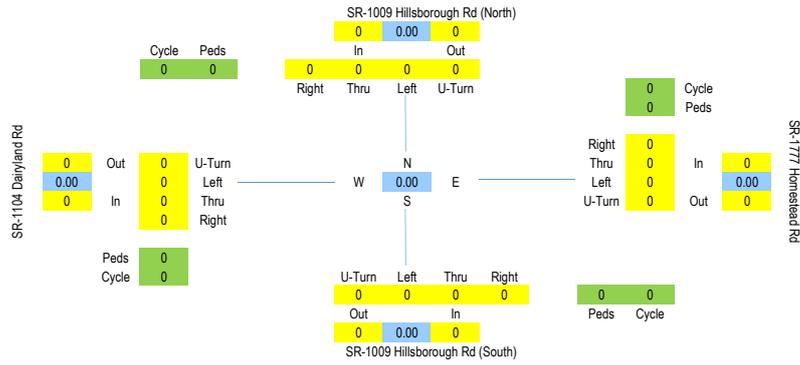
Site 1 of 1
SR-1009 Hillsborough Rd (North)
SR-1777 Homestead Rd
SR-1009 Hillsborough Rd (South)
SR-1104 Dairyland Rd

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	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total			
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d				
1200 - 1215	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1215 - 1230	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1230 - 1245	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1245 - 1300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1300 - 1315	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1315 - 1330	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1330 - 1345	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1345 - 1400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1400 - 1415	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1415 - 1430	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1430 - 1445	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1445 - 1500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1500 - 1515	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1515 - 1530	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1530 - 1545	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1545 - 1600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1600 - 1615	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1615 - 1630	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1630 - 1645	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1645 - 1700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1700 - 1715	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1715 - 1730	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1730 - 1745	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1745 - 1800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1800 - 1815	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1815 - 1830	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1830 - 1845	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1845 - 1900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hourly Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Approach (%)	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	100.00		0.00	0.00	0.00	0.00	0.00				
Total (%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Peak Rolling Hour Flow Rates
Classification: TWINS

TIME	Southbound SR-1009 Hillsborough Rd (North)						Westbound SR-1777 Homestead Rd						Northbound SR-1009 Hillsborough Rd (South)						Eastbound SR-1104 Dairyland Rd						Int Total		
	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total	U-Turn	Left	Thru	Right	Peds	App Total			
	1.1	1.2	1.3	1.4	1a		1.5	1.6	1.7	1.8	1b		1.9	1.10	1.11	1.12	1c		1.13	1.14	1.15	1.16	1d				
0600 - 0615	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0615 - 0630	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0630 - 0645	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0645 - 0700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approach (%)	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00				
Total (%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
PHF	0%	0%	0%	0%			0%	0%	0%	0%			0%	0%	0%	0%			0%	0%	0%	0%				0%	

Attachment D

Hogan Ridge TIA 1: Old NC 86 & Dairyland Road/Homestead Road

Existing (2022) AM
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	152	190	183	137	62	39	73	375	202	36	426	52
Future Volume (vph)	152	190	183	137	62	39	73	375	202	36	426	52
Ideal Flow (vphp)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	175		10	200		0	175		0	200		0
Storage Lanes	1		1	1		0	1		0	1		0
Taper Length (ft)	100			100			100			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850		0.942			0.948			0.984	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1770	1863	1583	1770	1755	0	1770	1766	0	1770	1833	0
Flt Permitted	0.685			0.452			0.281			0.292		
Satd. Flow (perm)	1276	1863	1583	842	1755	0	523	1766	0	544	1833	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		45			45			40			40	
Link Distance (ft)		973			1626			1819			2719	
Travel Time (s)		14.7			24.6			31.0			46.3	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	169	211	203	152	69	43	81	417	224	40	473	58
Shared Lane Traffic (%)												
Lane Group Flow (vph)	169	211	203	152	112	0	81	641	0	40	531	0
Turn Type	D.Pm	NA	Perm	D.P+P	NA		D.P+P	NA		D.Pm	NA	
Protected Phases		4		3	8		5	2			6	
Permitted Phases	8		4	4			6			2		
Detector Phase	8	4	4	3	8		5	2		2	6	
Switch Phase												
Minimum Initial (s)	7.0	7.0	7.0	7.0	7.0		7.0	12.0		12.0	12.0	
Minimum Split (s)	13.2	13.2	13.2	12.3	13.2		13.5	18.6		18.6	18.6	
Total Split (s)	35.4	23.0	23.0	12.4	35.4		13.5	54.6		54.6	41.1	
Total Split (%)	39.3%	25.6%	25.6%	13.8%	39.3%		15.0%	60.7%		60.7%	45.7%	
Maximum Green (s)	29.2	16.8	16.8	7.1	29.2		7.0	48.0		48.0	34.5	
Yellow Time (s)	4.5	4.5	4.5	3.0	4.5		3.0	4.6		4.6	4.6	
All-Red Time (s)	1.7	1.7	1.7	2.3	1.7		3.5	2.0		2.0	2.0	
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	6.2	6.2	6.2	5.3	6.2		6.5	6.6		6.6	6.6	
Lead/Lag		Lag	Lag	Lead			Lead				Lag	
Lead-Lag Optimize?		Yes	Yes	Yes			Yes				Yes	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0		1.0	2.0		2.0	2.0	
Recall Mode	None	None	None	None	None		None	C-Min		C-Min	C-Min	
Act Effct Green (s)	27.0	14.0	14.0	22.6	27.0		45.1	50.2		50.2	39.4	
Actuated g/C Ratio	0.30	0.16	0.16	0.25	0.30		0.50	0.56		0.56	0.44	
v/c Ratio	0.44	0.73	0.83	0.52	0.21		0.23	0.65		0.13	0.66	
Control Delay	28.8	50.7	62.8	30.3	23.8		12.0	18.5		12.0	27.2	
Queue Delay	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	28.8	50.7	62.8	30.3	23.8		12.0	18.5		12.0	27.2	
LOS	C	D	E	C	C		B	B		B	C	
Approach Delay		48.5			27.5			17.8			26.2	
Approach LOS		D			C			B			C	

ExistingAM.syn

VHB

Hogan Ridge TIA 1: Old NC 86 & Dairyland Road/Homestead Road

Existing (2022) AM
Lanes, Volumes, Timings



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Queue Length 50th (ft)	74	114	111	62	45		21	254		11	259	
Queue Length 95th (ft)	133	184	#201	110	86		43	378		29	384	
Internal Link Dist (ft)		893			1546			1739			2639	
Turn Bay Length (ft)	175		10	200			175			200		
Base Capacity (vph)	416	347	295	291	573		358	987		304	805	
Starvation Cap Reductn	0	0	0	0	0		0	0		0	0	
Spillback Cap Reductn	0	0	0	0	0		0	0		0	0	
Storage Cap Reductn	0	0	0	0	0		0	0		0	0	
Reduced v/c Ratio	0.41	0.61	0.69	0.52	0.20		0.23	0.65		0.13	0.66	

Intersection Summary

Area Type: Other

Cycle Length: 90

Actuated Cycle Length: 90

Offset: 0 (0%), Referenced to phase 2:NBSB and 6:NBSB, Start of Green

Natural Cycle: 80

Control Type: Actuated-Coordinated

Maximum v/c Ratio: 0.83

Intersection Signal Delay: 29.6

Intersection LOS: C

Intersection Capacity Utilization 80.2%

ICU Level of Service D

Analysis Period (min) 15

95th percentile volume exceeds capacity, queue may be longer.

Queue shown is maximum after two cycles.

Splits and Phases: 1: Old NC 86 & Dairyland Road/Homestead Road



Attachment D

Hogan Ridge TIA 1: Old NC 86 & Dairyland Road/Homestead Road

Existing (2022) PM
Lanes, Volumes, Timings



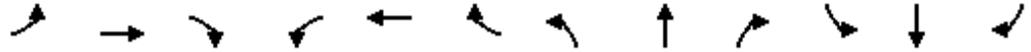
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	45	82	81	227	161	22	157	493	188	26	338	102
Future Volume (vph)	45	82	81	227	161	22	157	493	188	26	338	102
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	175		10	200		0	175		0	200		0
Storage Lanes	1		1	1		0	1		0	1		0
Taper Length (ft)	100			100			100			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850		0.982			0.959			0.965	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1770	1863	1583	1770	1829	0	1770	1786	0	1770	1798	0
Flt Permitted	0.583			0.698			0.317			0.221		
Satd. Flow (perm)	1086	1863	1583	1300	1829	0	590	1786	0	412	1798	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		45			45			40			40	
Link Distance (ft)		973			1626			1819			2719	
Travel Time (s)		14.7			24.6			31.0			46.3	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	50	91	90	252	179	24	174	548	209	29	376	113
Shared Lane Traffic (%)												
Lane Group Flow (vph)	50	91	90	252	203	0	174	757	0	29	489	0
Turn Type	D.Pm	NA	Perm	D.P+P	NA		D.P+P	NA		D.Pm	NA	
Protected Phases		4		3	8		5	2			6	
Permitted Phases	8		4	4			6			2		
Detector Phase	8	4	4	3	8		5	2		2	6	
Switch Phase												
Minimum Initial (s)	7.0	7.0	7.0	7.0	7.0		7.0	12.0		12.0	12.0	
Minimum Split (s)	13.2	13.2	13.2	12.3	13.2		13.5	18.6		18.6	18.6	
Total Split (s)	32.0	15.0	15.0	17.0	32.0		14.0	58.0		58.0	44.0	
Total Split (%)	35.6%	16.7%	16.7%	18.9%	35.6%		15.6%	64.4%		64.4%	48.9%	
Maximum Green (s)	25.8	8.8	8.8	11.7	25.8		7.5	51.4		51.4	37.4	
Yellow Time (s)	4.5	4.5	4.5	3.0	4.5		3.0	4.6		4.6	4.6	
All-Red Time (s)	1.7	1.7	1.7	2.3	1.7		3.5	2.0		2.0	2.0	
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	6.2	6.2	6.2	5.3	6.2		6.5	6.6		6.6	6.6	
Lead/Lag		Lag	Lag	Lead			Lead				Lag	
Lead-Lag Optimize?		Yes	Yes	Yes			Yes				Yes	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0		1.0	2.0		2.0	2.0	
Recall Mode	None	None	None	None	None		None	C-Min		C-Min	C-Min	
Act Effct Green (s)	25.8	8.1	8.1	21.4	25.8		45.0	51.4		51.4	37.5	
Actuated g/C Ratio	0.29	0.09	0.09	0.24	0.29		0.50	0.57		0.57	0.42	
v/c Ratio	0.16	0.55	0.64	0.67	0.39		0.45	0.74		0.12	0.65	
Control Delay	24.7	51.8	60.3	36.3	27.8		13.8	20.6		11.3	26.7	
Queue Delay	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	24.7	51.8	60.3	36.3	27.8		13.8	20.6		11.3	26.7	
LOS	C	D	E	D	C		B	C		B	C	
Approach Delay		49.2			32.5			19.3			25.9	
Approach LOS		D			C			B			C	

ExistingPM.syn

VHB

Hogan Ridge TIA 1: Old NC 86 & Dairyland Road/Homestead Road

Existing (2022) PM
Lanes, Volumes, Timings



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Queue Length 50th (ft)	20	50	50	112	89		47	318		8	230	
Queue Length 95th (ft)	50	98	#111	#193	155		75	449		21	327	
Internal Link Dist (ft)		893			1546			1739			2639	
Turn Bay Length (ft)	175		10	200			175			200		
Base Capacity (vph)	326	182	154	385	550		395	1045		241	776	
Starvation Cap Reductn	0	0	0	0	0		0	0		0	0	
Spillback Cap Reductn	0	0	0	0	0		0	0		0	0	
Storage Cap Reductn	0	0	0	0	0		0	0		0	0	
Reduced v/c Ratio	0.15	0.50	0.58	0.65	0.37		0.44	0.72		0.12	0.63	

Intersection Summary

Area Type: Other

Cycle Length: 90

Actuated Cycle Length: 90

Offset: 0 (0%), Referenced to phase 2:NBSB and 6:NBSB, Start of Green

Natural Cycle: 70

Control Type: Actuated-Coordinated

Maximum v/c Ratio: 0.74

Intersection Signal Delay: 26.9

Intersection LOS: C

Intersection Capacity Utilization 86.4%

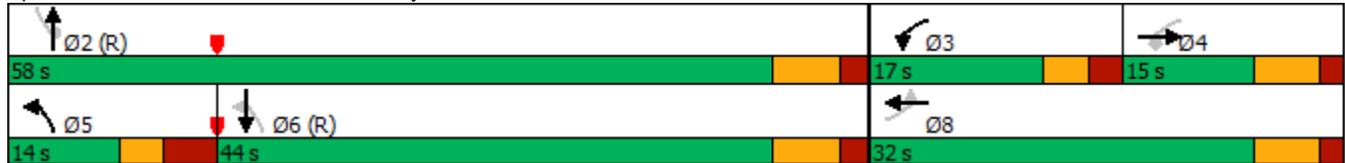
ICU Level of Service E

Analysis Period (min) 15

95th percentile volume exceeds capacity, queue may be longer.

Queue shown is maximum after two cycles.

Splits and Phases: 1: Old NC 86 & Dairyland Road/Homestead Road



Attachment D

Hogan Ridge TIA 1: Old NC 86 & Dairyland Road/Homestead Road

No Build (2024) AM
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	157	196	189	141	64	40	75	386	208	37	439	54
Future Volume (vph)	157	196	189	141	64	40	75	386	208	37	439	54
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	175		10	200		0	175		0	200		0
Storage Lanes	1		1	1		0	1		0	1		0
Taper Length (ft)	100			100			100			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850		0.943			0.947			0.984	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1770	1863	1583	1770	1757	0	1770	1764	0	1770	1833	0
Flt Permitted	0.683			0.438			0.263			0.277		
Satd. Flow (perm)	1272	1863	1583	816	1757	0	490	1764	0	516	1833	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		45			45			40			40	
Link Distance (ft)		973			1626			1819			2719	
Travel Time (s)		14.7			24.6			31.0			46.3	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	174	218	210	157	71	44	83	429	231	41	488	60
Shared Lane Traffic (%)												
Lane Group Flow (vph)	174	218	210	157	115	0	83	660	0	41	548	0
Turn Type	D.Pm	NA	Perm	D.P+P	NA		D.P+P	NA		D.Pm	NA	
Protected Phases		4		3	8		5	2			6	
Permitted Phases	8		4	4			6			2		
Detector Phase	8	4	4	3	8		5	2		2	6	
Switch Phase												
Minimum Initial (s)	7.0	7.0	7.0	7.0	7.0		7.0	12.0		12.0	12.0	
Minimum Split (s)	13.2	13.2	13.2	12.3	13.2		13.5	18.6		18.6	18.6	
Total Split (s)	35.3	23.0	23.0	12.3	35.3		13.5	54.7		54.7	41.2	
Total Split (%)	39.2%	25.6%	25.6%	13.7%	39.2%		15.0%	60.8%		60.8%	45.8%	
Maximum Green (s)	29.1	16.8	16.8	7.0	29.1		7.0	48.1		48.1	34.6	
Yellow Time (s)	4.5	4.5	4.5	3.0	4.5		3.0	4.6		4.6	4.6	
All-Red Time (s)	1.7	1.7	1.7	2.3	1.7		3.5	2.0		2.0	2.0	
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	6.2	6.2	6.2	5.3	6.2		6.5	6.6		6.6	6.6	
Lead/Lag		Lag	Lag	Lead			Lead				Lag	
Lead-Lag Optimize?		Yes	Yes	Yes			Yes				Yes	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0		1.0	2.0		2.0	2.0	
Recall Mode	None	None	None	None	None		None	C-Min		C-Min	C-Min	
Act Effct Green (s)	27.2	14.3	14.3	22.8	27.2		44.9	50.0		50.0	39.2	
Actuated g/C Ratio	0.30	0.16	0.16	0.25	0.30		0.50	0.56		0.56	0.44	
v/c Ratio	0.45	0.74	0.84	0.55	0.22		0.24	0.67		0.14	0.69	
Control Delay	29.0	50.9	63.7	31.2	23.8		12.2	19.3		12.3	28.2	
Queue Delay	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	29.0	50.9	63.7	31.2	23.8		12.2	19.3		12.3	28.2	
LOS	C	D	E	C	C		B	B		B	C	
Approach Delay		49.0			28.1			18.5			27.1	
Approach LOS		D			C			B			C	

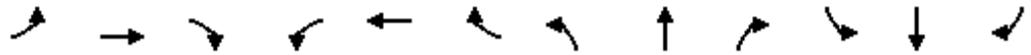
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VHB

Attachment D

Hogan Ridge TIA 1: Old NC 86 & Dairyland Road/Homestead Road

No Build (2024) PM
Lanes, Volumes, Timings



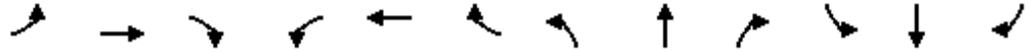
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	46	84	83	234	166	23	162	508	194	27	348	105
Future Volume (vph)	46	84	83	234	166	23	162	508	194	27	348	105
Ideal Flow (vphp)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	175		10	200		0	175		0	200		0
Storage Lanes	1		1	1		0	1		0	1		0
Taper Length (ft)	100			100			100			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850		0.981			0.958			0.965	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1770	1863	1583	1770	1827	0	1770	1785	0	1770	1798	0
Flt Permitted	0.569			0.697			0.306			0.209		
Satd. Flow (perm)	1060	1863	1583	1298	1827	0	570	1785	0	389	1798	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		45			45			40			40	
Link Distance (ft)		973			1626			1819			2719	
Travel Time (s)		14.7			24.6			31.0			46.3	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	51	93	92	260	184	26	180	564	216	30	387	117
Shared Lane Traffic (%)												
Lane Group Flow (vph)	51	93	92	260	210	0	180	780	0	30	504	0
Turn Type	D.Pm	NA	Perm	D.P+P	NA		D.P+P	NA		D.Pm	NA	
Protected Phases		4		3	8		5	2			6	
Permitted Phases	8		4	4			6			2		
Detector Phase	8	4	4	3	8		5	2		2	6	
Switch Phase												
Minimum Initial (s)	7.0	7.0	7.0	7.0	7.0		7.0	12.0		12.0	12.0	
Minimum Split (s)	13.2	13.2	13.2	12.3	13.2		13.5	18.6		18.6	18.6	
Total Split (s)	32.0	15.0	15.0	17.0	32.0		14.0	58.0		58.0	44.0	
Total Split (%)	35.6%	16.7%	16.7%	18.9%	35.6%		15.6%	64.4%		64.4%	48.9%	
Maximum Green (s)	25.8	8.8	8.8	11.7	25.8		7.5	51.4		51.4	37.4	
Yellow Time (s)	4.5	4.5	4.5	3.0	4.5		3.0	4.6		4.6	4.6	
All-Red Time (s)	1.7	1.7	1.7	2.3	1.7		3.5	2.0		2.0	2.0	
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	6.2	6.2	6.2	5.3	6.2		6.5	6.6		6.6	6.6	
Lead/Lag		Lag	Lag	Lead			Lead				Lag	
Lead-Lag Optimize?		Yes	Yes	Yes			Yes				Yes	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0		1.0	2.0		2.0	2.0	
Recall Mode	None	None	None	None	None		None	C-Min		C-Min	C-Min	
Act Effct Green (s)	25.4	8.1	8.1	21.0	25.4		45.4	51.8		51.8	37.9	
Actuated g/C Ratio	0.28	0.09	0.09	0.23	0.28		0.50	0.58		0.58	0.42	
v/c Ratio	0.17	0.56	0.65	0.71	0.41		0.47	0.76		0.13	0.67	
Control Delay	25.5	52.2	61.2	39.1	28.6		13.9	20.9		11.2	26.7	
Queue Delay	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	25.5	52.2	61.2	39.1	28.6		13.9	20.9		11.2	26.7	
LOS	C	D	E	D	C		B	C		B	C	
Approach Delay		50.0			34.4			19.6			25.9	
Approach LOS		D			C			B			C	

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Hogan Ridge TIA 1: Old NC 86 & Dairyland Road/Homestead Road

No Build (2024) PM
Lanes, Volumes, Timings



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Queue Length 50th (ft)	21	51	51	116	91		49	341		8	243	
Queue Length 95th (ft)	51	100	#114	#207	160		78	476		22	341	
Internal Link Dist (ft)		893			1546			1739			2639	
Turn Bay Length (ft)	175		10	200			175			200		
Base Capacity (vph)	311	182	154	376	537		390	1040		227	773	
Starvation Cap Reductn	0	0	0	0	0		0	0		0	0	
Spillback Cap Reductn	0	0	0	0	0		0	0		0	0	
Storage Cap Reductn	0	0	0	0	0		0	0		0	0	
Reduced v/c Ratio	0.16	0.51	0.60	0.69	0.39		0.46	0.75		0.13	0.65	

Intersection Summary

Area Type: Other

Cycle Length: 90

Actuated Cycle Length: 90

Offset: 0 (0%), Referenced to phase 2:NBSB and 6:NBSB, Start of Green

Natural Cycle: 70

Control Type: Actuated-Coordinated

Maximum v/c Ratio: 0.76

Intersection Signal Delay: 27.5

Intersection LOS: C

Intersection Capacity Utilization 87.9%

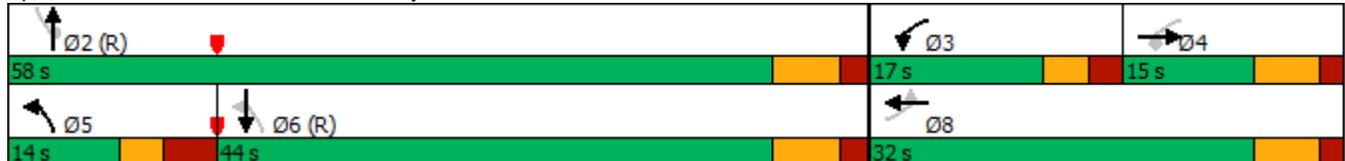
ICU Level of Service E

Analysis Period (min) 15

95th percentile volume exceeds capacity, queue may be longer.

Queue shown is maximum after two cycles.

Splits and Phases: 1: Old NC 86 & Dairyland Road/Homestead Road



Attachment D

Hogan Ridge TIA
1: Old NC 86 & Dairyland Road/Homestead Road

Build (2024) AM
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	158	196	189	141	64	41	75	393	208	41	460	56
Future Volume (vph)	158	196	189	141	64	41	75	393	208	41	460	56
Ideal Flow (vphp)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	175		10	200		0	175		0	200		0
Storage Lanes	1		1	1		0	1		0	1		0
Taper Length (ft)	100			100			100			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850		0.941			0.948			0.984	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1770	1863	1583	1770	1753	0	1770	1766	0	1770	1833	0
Flt Permitted	0.682			0.434			0.241			0.273		
Satd. Flow (perm)	1270	1863	1583	808	1753	0	449	1766	0	509	1833	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		45			45			40			40	
Link Distance (ft)		973			1626			1819			2719	
Travel Time (s)		14.7			24.6			31.0			46.3	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	176	218	210	157	71	46	83	437	231	46	511	62
Shared Lane Traffic (%)												
Lane Group Flow (vph)	176	218	210	157	117	0	83	668	0	46	573	0
Turn Type	D.Pm	NA	Perm	D.P+P	NA		D.P+P	NA		D.Pm	NA	
Protected Phases		4		3	8		5	2			6	
Permitted Phases	8		4	4			6			2		
Detector Phase	8	4	4	3	8		5	2		2	6	
Switch Phase												
Minimum Initial (s)	7.0	7.0	7.0	7.0	7.0		7.0	12.0		12.0	12.0	
Minimum Split (s)	13.2	13.2	13.2	12.3	13.2		13.5	18.6		18.6	18.6	
Total Split (s)	34.5	22.2	22.2	12.3	34.5		13.5	55.5		55.5	42.0	
Total Split (%)	38.3%	24.7%	24.7%	13.7%	38.3%		15.0%	61.7%		61.7%	46.7%	
Maximum Green (s)	28.3	16.0	16.0	7.0	28.3		7.0	48.9		48.9	35.4	
Yellow Time (s)	4.5	4.5	4.5	3.0	4.5		3.0	4.6		4.6	4.6	
All-Red Time (s)	1.7	1.7	1.7	2.3	1.7		3.5	2.0		2.0	2.0	
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	6.2	6.2	6.2	5.3	6.2		6.5	6.6		6.6	6.6	
Lead/Lag		Lag	Lag	Lead			Lead				Lag	
Lead-Lag Optimize?		Yes	Yes	Yes			Yes				Yes	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0		1.0	2.0		2.0	2.0	
Recall Mode	None	None	None	None	None		None	C-Min		C-Min	C-Min	
Act Effct Green (s)	27.0	14.1	14.1	22.6	27.0		45.1	50.2		50.2	39.4	
Actuated g/C Ratio	0.30	0.16	0.16	0.25	0.30		0.50	0.56		0.56	0.44	
v/c Ratio	0.46	0.75	0.85	0.55	0.22		0.25	0.68		0.16	0.72	
Control Delay	29.6	52.1	66.0	31.9	24.2		12.2	19.2		12.4	29.1	
Queue Delay	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	29.6	52.1	66.0	31.9	24.2		12.2	19.2		12.4	29.1	
LOS	C	D	E	C	C		B	B		B	C	
Approach Delay		50.4			28.6			18.4			27.8	
Approach LOS		D			C			B			C	

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Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	34	14	581	11	5	522
Future Volume (vph)	34	14	581	11	5	522
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		50	50	
Storage Lanes	1	0		1	1	
Taper Length (ft)	100				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.960			0.850		
Flt Protected	0.966				0.950	
Satd. Flow (prot)	1727	0	1863	1583	1770	1863
Flt Permitted	0.966				0.950	
Satd. Flow (perm)	1727	0	1863	1583	1770	1863
Link Speed (mph)	25		40			40
Link Distance (ft)	655		2719			1465
Travel Time (s)	17.9		46.3			25.0
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	38	16	646	12	6	580
Shared Lane Traffic (%)						
Lane Group Flow (vph)	54	0	646	12	6	580
Sign Control	Stop		Free			Free

Intersection Summary

Area Type:	Other
Control Type:	Unsignalized
Intersection Capacity Utilization	40.6%
	ICU Level of Service A
Analysis Period (min)	15

Intersection						
Int Delay, s/veh	1.1					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↔		↑	↔	↔	↑
Traffic Vol, veh/h	34	14	581	11	5	522
Future Vol, veh/h	34	14	581	11	5	522
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	50	50	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	38	16	646	12	6	580
Major/Minor	Minor1	Major1	Major2			
Conflicting Flow All	1238	646	0	0	658	0
Stage 1	646	-	-	-	-	-
Stage 2	592	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	194	472	-	-	930	-
Stage 1	522	-	-	-	-	-
Stage 2	553	-	-	-	-	-
Platoon blocked, %			-	-	-	-
Mov Cap-1 Maneuver	193	472	-	-	930	-
Mov Cap-2 Maneuver	193	-	-	-	-	-
Stage 1	522	-	-	-	-	-
Stage 2	550	-	-	-	-	-
Approach	WB	NB	SB			
HCM Control Delay, s	25	0	0.1			
HCM LOS	D					
Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT		
Capacity (veh/h)	-	-	233	930	-	
HCM Lane V/C Ratio	-	-	0.229	0.006	-	
HCM Control Delay (s)	-	-	25	8.9	-	
HCM Lane LOS	-	-	D	A	-	
HCM 95th %tile Q(veh)	-	-	0.9	0	-	

Attachment D

Hogan Ridge TIA
1: Old NC 86 & Dairyland Road/Homestead Road

Build (2024) PM
Lanes, Volumes, Timings



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	48	84	83	234	166	28	162	531	194	30	362	106
Future Volume (vph)	48	84	83	234	166	28	162	531	194	30	362	106
Ideal Flow (vphp)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	175		10	200		0	175		0	200		0
Storage Lanes	1		1	1		0	1		0	1		0
Taper Length (ft)	100			100			100			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850		0.978			0.960				0.966
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1770	1863	1583	1770	1822	0	1770	1788	0	1770	1799	0
Flt Permitted	0.560			0.697			0.291			0.192		
Satd. Flow (perm)	1043	1863	1583	1298	1822	0	542	1788	0	358	1799	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		45			45			40				40
Link Distance (ft)		973			1626			1819				2719
Travel Time (s)		14.7			24.6			31.0				46.3
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	53	93	92	260	184	31	180	590	216	33	402	118
Shared Lane Traffic (%)												
Lane Group Flow (vph)	53	93	92	260	215	0	180	806	0	33	520	0
Turn Type	D.Pm	NA	Perm	D.P+P	NA		D.P+P	NA		D.Pm	NA	
Protected Phases		4		3	8		5	2				6
Permitted Phases	8		4	4			6			2		
Detector Phase	8	4	4	3	8		5	2		2		6
Switch Phase												
Minimum Initial (s)	7.0	7.0	7.0	7.0	7.0		7.0	12.0		12.0		12.0
Minimum Split (s)	13.2	13.2	13.2	12.3	13.2		13.5	18.6		18.6		18.6
Total Split (s)	32.0	15.0	15.0	17.0	32.0		14.0	58.0		58.0		44.0
Total Split (%)	35.6%	16.7%	16.7%	18.9%	35.6%		15.6%	64.4%		64.4%		48.9%
Maximum Green (s)	25.8	8.8	8.8	11.7	25.8		7.5	51.4		51.4		37.4
Yellow Time (s)	4.5	4.5	4.5	3.0	4.5		3.0	4.6		4.6		4.6
All-Red Time (s)	1.7	1.7	1.7	2.3	1.7		3.5	2.0		2.0		2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0		0.0
Total Lost Time (s)	6.2	6.2	6.2	5.3	6.2		6.5	6.6		6.6		6.6
Lead/Lag		Lag	Lag	Lead			Lead					Lag
Lead-Lag Optimize?		Yes	Yes	Yes			Yes					Yes
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0		1.0	2.0		2.0		2.0
Recall Mode	None	None	None	None	None		None	C-Min		C-Min		C-Min
Act Effct Green (s)	25.3	8.1	8.1	20.9	25.3		45.5	51.9		51.9		38.0
Actuated g/C Ratio	0.28	0.09	0.09	0.23	0.28		0.51	0.58		0.58		0.42
v/c Ratio	0.18	0.56	0.65	0.72	0.42		0.48	0.78		0.16		0.69
Control Delay	25.9	52.2	61.2	39.5	29.0		14.2	21.9		11.8		27.3
Queue Delay	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0		0.0
Total Delay	25.9	52.2	61.2	39.5	29.0		14.2	21.9		11.8		27.3
LOS	C	D	E	D	C		B	C		B		C
Approach Delay		49.8			34.8			20.5				26.4
Approach LOS		D			C			C				C

BuildPM.syn

VHB

						
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	22	9	568	38	16	476
Future Volume (vph)	22	9	568	38	16	476
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		50	50	
Storage Lanes	1	0		1	1	
Taper Length (ft)	100				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.960			0.850		
Flt Protected	0.966				0.950	
Satd. Flow (prot)	1727	0	1863	1583	1770	1863
Flt Permitted	0.966				0.950	
Satd. Flow (perm)	1727	0	1863	1583	1770	1863
Link Speed (mph)	25		40			40
Link Distance (ft)	655		2719			1465
Travel Time (s)	17.9		46.3			25.0
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	24	10	631	42	18	529
Shared Lane Traffic (%)						
Lane Group Flow (vph)	34	0	631	42	18	529
Sign Control	Stop		Free			Free

Intersection Summary

Area Type:	Other
Control Type:	Unsignalized
Intersection Capacity Utilization	39.9%
ICU Level of Service	A
Analysis Period (min)	15

Intersection						
Int Delay, s/veh	0.7					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↘↙		↑	↗↘	↘↙	↑
Traffic Vol, veh/h	22	9	568	38	16	476
Future Vol, veh/h	22	9	568	38	16	476
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	50	50	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	24	10	631	42	18	529
Major/Minor	Minor1	Major1	Major2			
Conflicting Flow All	1196	631	0	0	673	0
Stage 1	631	-	-	-	-	-
Stage 2	565	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	206	481	-	-	918	-
Stage 1	530	-	-	-	-	-
Stage 2	569	-	-	-	-	-
Platoon blocked, %			-	-		
Mov Cap-1 Maneuver	202	481	-	-	918	-
Mov Cap-2 Maneuver	202	-	-	-	-	-
Stage 1	530	-	-	-	-	-
Stage 2	558	-	-	-	-	-
Approach	WB	NB	SB			
HCM Control Delay, s	22.2	0	0.3			
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT		
Capacity (veh/h)	-	-	243	918	-	
HCM Lane V/C Ratio	-	-	0.142	0.019	-	
HCM Control Delay (s)	-	-	22.2	9	-	
HCM Lane LOS	-	-	C	A	-	
HCM 95th %tile Q(veh)	-	-	0.5	0.1	-	

Attachment E - Tree Removal Justification Statement



Jade Creek Subdivision
Carrboro SUP Submittal 9 Nov 2022
Tree Removal Justification Statement

Ballentine
Associates, PA

Integrity. Service. Results.

KB Home is proposing the development of a subdivision consisting of 72 single-family detached houses on a mostly wooded site located in Carrboro Transition Area 1. The existing site is located on the east side of Old NC 86 and includes 1 vacant parcel totaling approximately 36.70 acres.

The project will also include a playground, greenway path network, large playfield, and a gathering space where most of the existing area will be preserved in its natural state. Vehicular access will be provided to the site through two public roadway connections: one via a new connection to Old NC 86 on the west and the other via an extension of Blocker Rd, which was constructed as part of the Lake Hogan Farms subdivision on the east.

Town of Carrboro stormwater requirements will be met with the construction of two stormwater wetlands.

Design efforts have been made to create a compact site and limit development impacts, while the construction of the single-family homes and associated amenities will create the need to remove existing trees. A tree survey was performed by licensed surveyors to locate all specimen trees on the property north of Lake Hogan, which is where proposed development is limited to. The survey revealed there are currently 58 specimen trees located in this area. The current design calls for 30 of these specimen trees to be preserved, primarily along the northern and southern project boundaries. A combination of the trees to be retained and new trees to be planted will provide a minimum of 40% tree canopy coverage as required by LUO Section 15-319.

Our justification for removing existing trees are as follows:

- The development provides much needed middle-income housing for the community.
- Provides compact density close to Town with ample bicycle and pedestrian connectivity.
- Provides stormwater treatment to meet the Town's requirements.
- New trees will be planted.

Attachment E - Tree Removal Jusification Statement

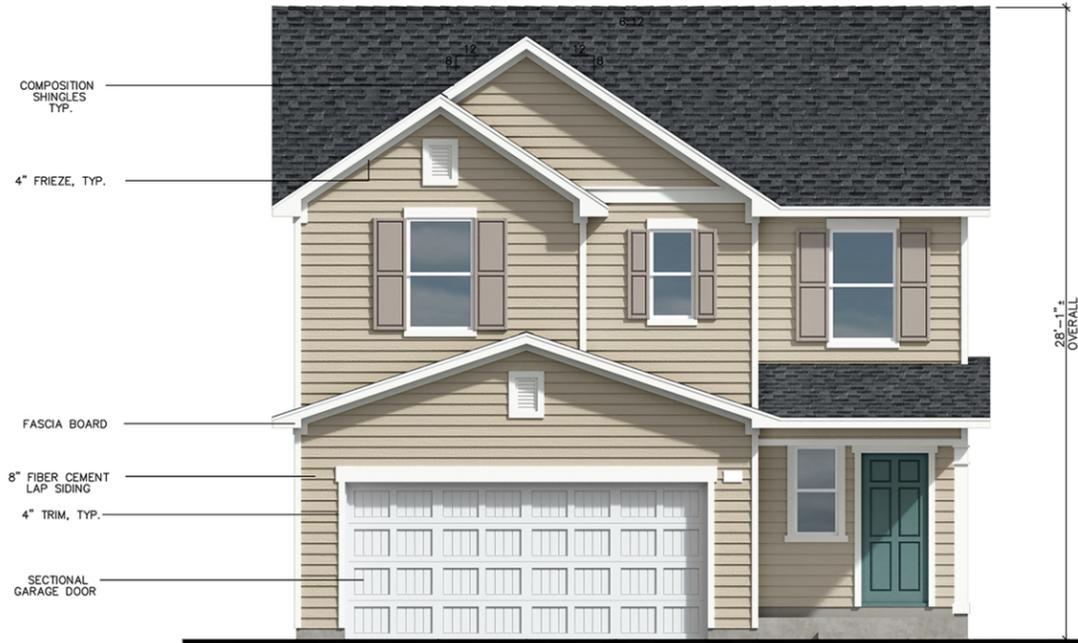
Ballentine Associates Fee Proposal

Xxxx project

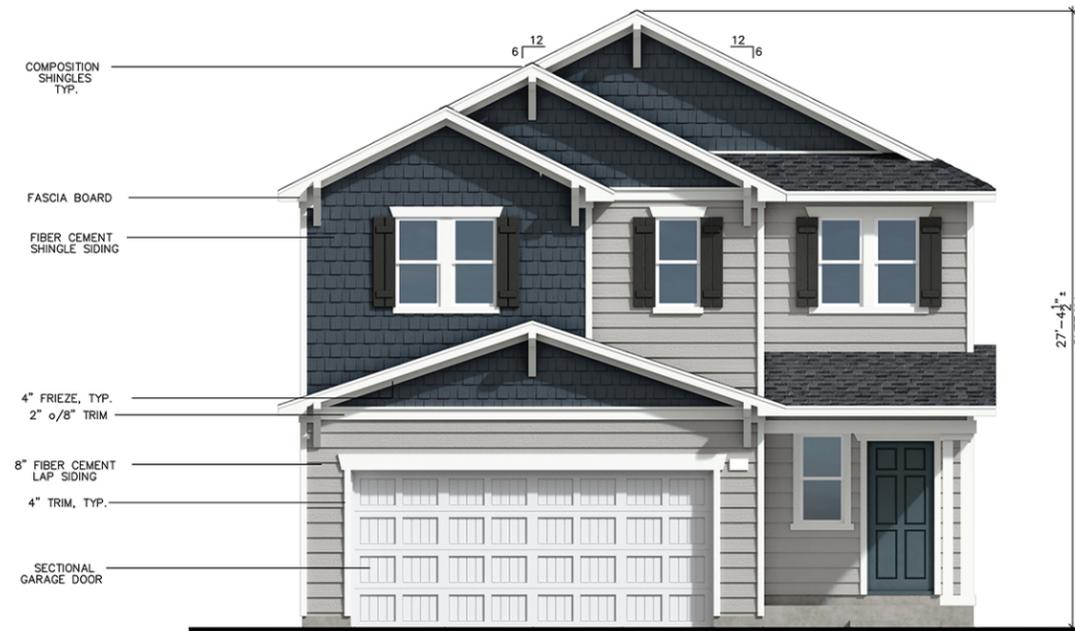
4 Jan 2020

Page 2 of 2

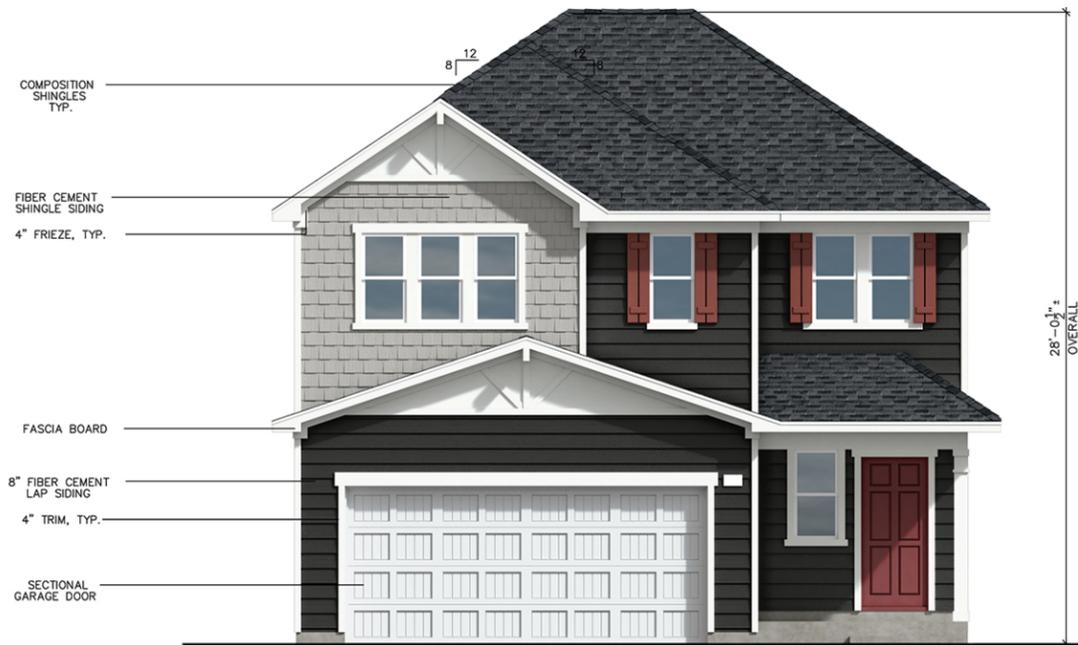




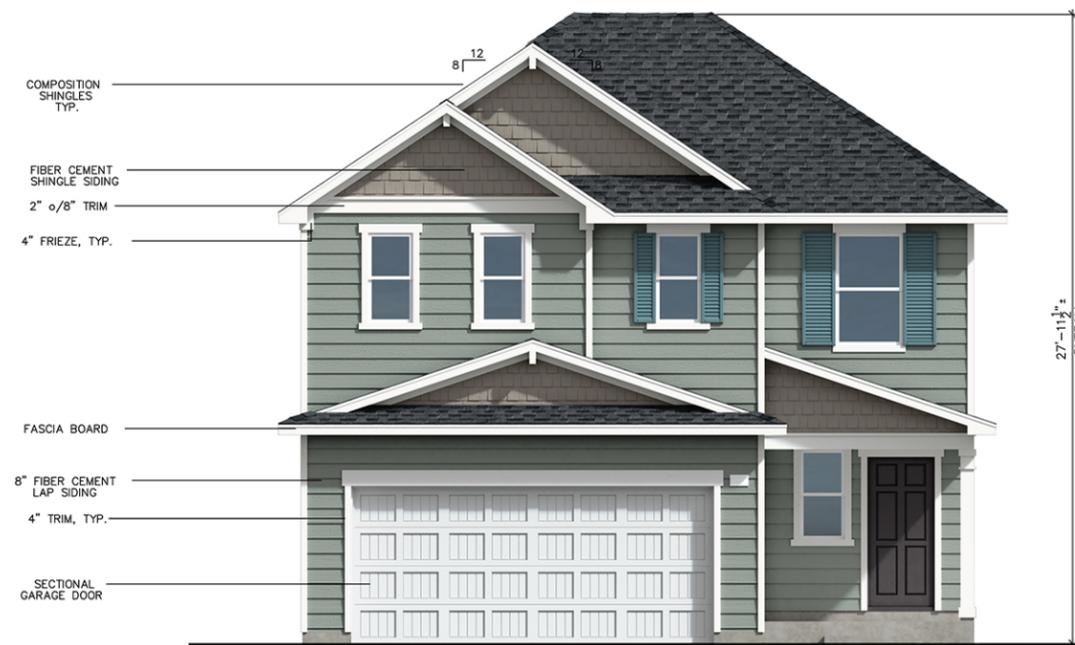
ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



ELEVATION 'D'

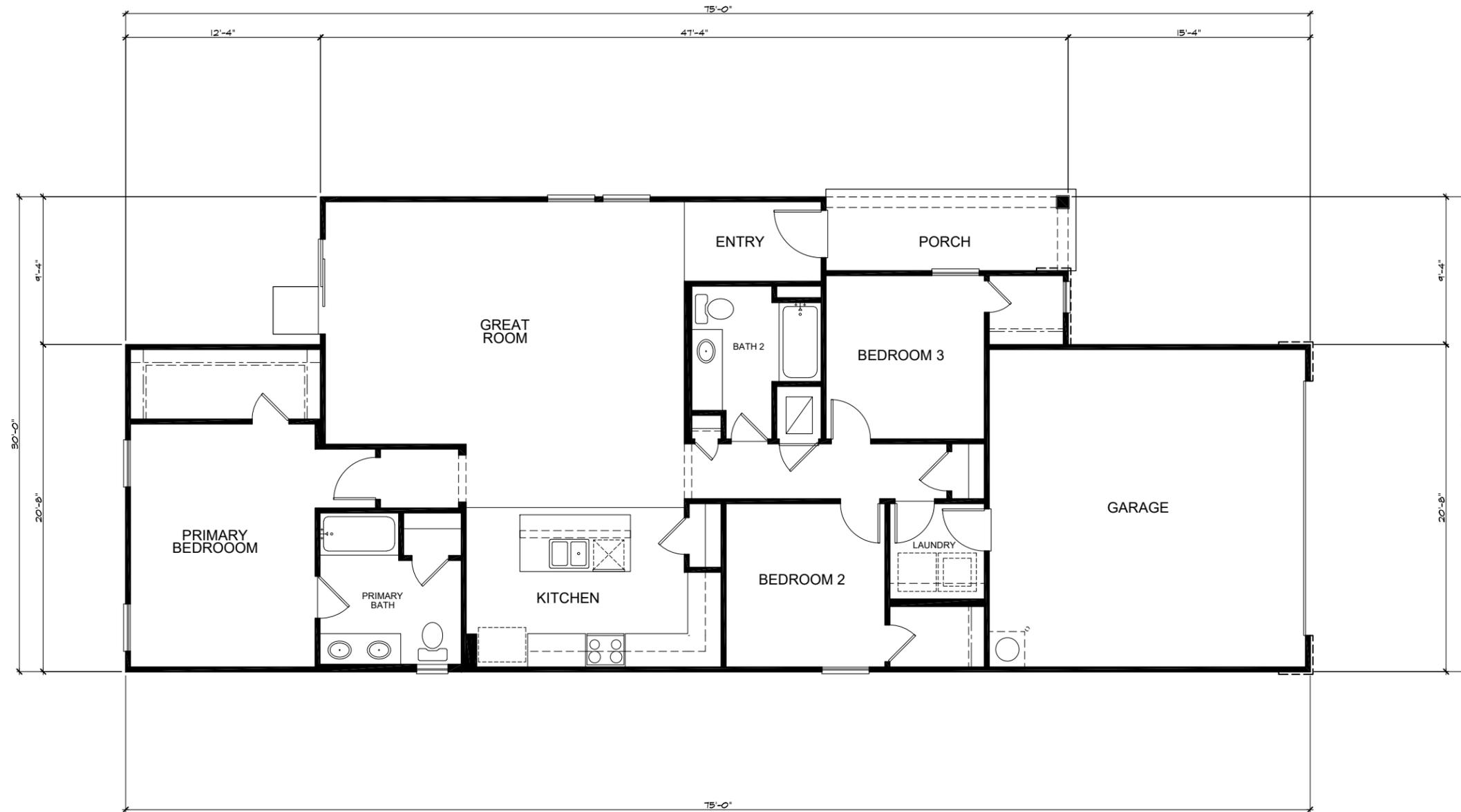


KB HOME - NORTH CAROLINA RALEIGH, INC
 4506 S. MIAMI BLVD, SUITE 180
 DURHAM, NC. 27703
 919.768.7980

30' SINGLE FAMILY SERIES
 NORTH CAROLINA

230.2265

JOB No: 1350999029
 SHEET #:
 A2
 DATE: 04/01/22



FLOOR PLAN

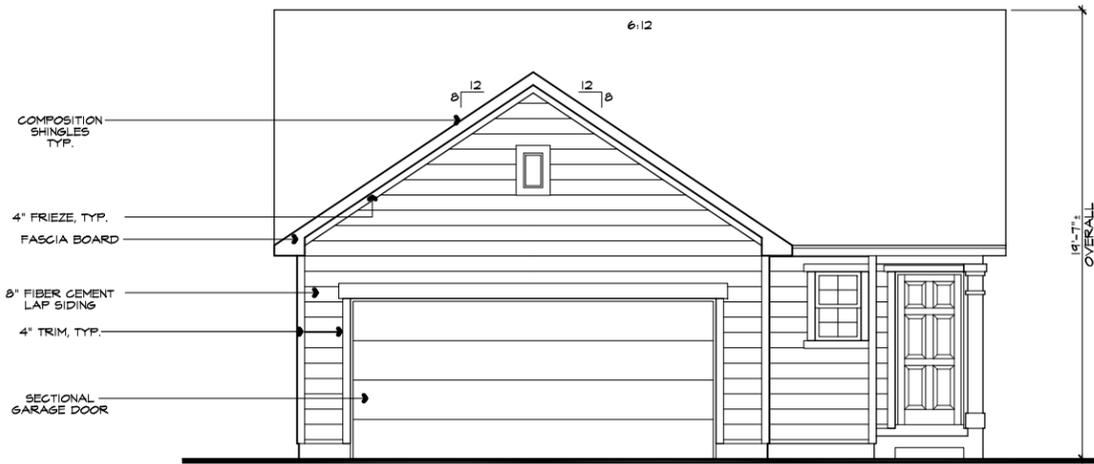
SQUARE FOOTAGE		
PLAN 130.1501		
MAIN FLOOR AREA	1501	SQ. FT.
TOTAL AREA	1501	SQ. FT.
GARAGE AREA	419	SQ. FT.

30' SINGLE FAMILY SERIES
NORTH CAROLINA

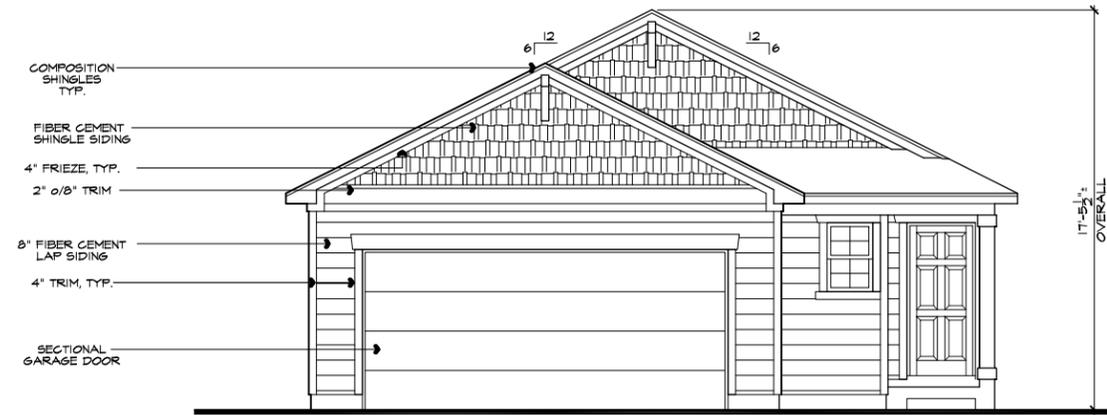


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919.768.7980

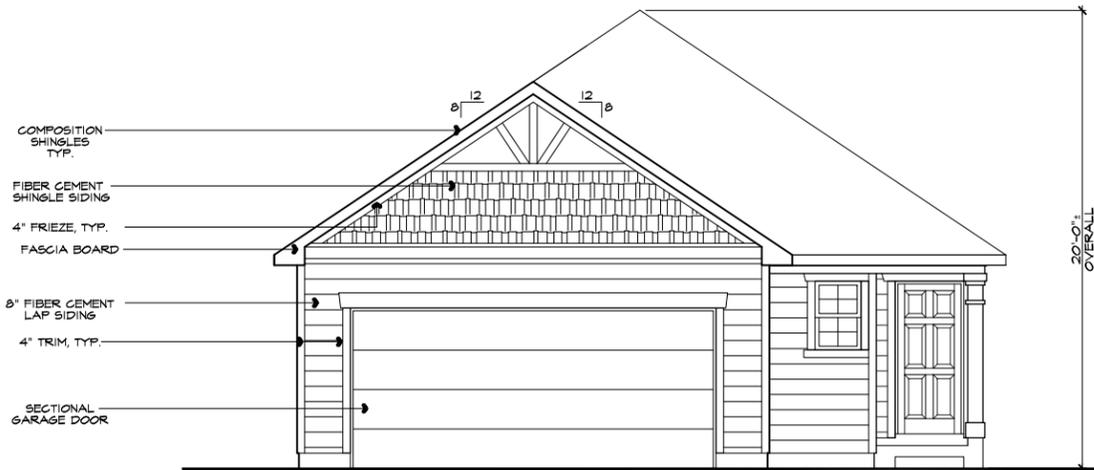
130.1501
JOB No: 1350999029
SHEET #: A1
DATE: 04/01/22



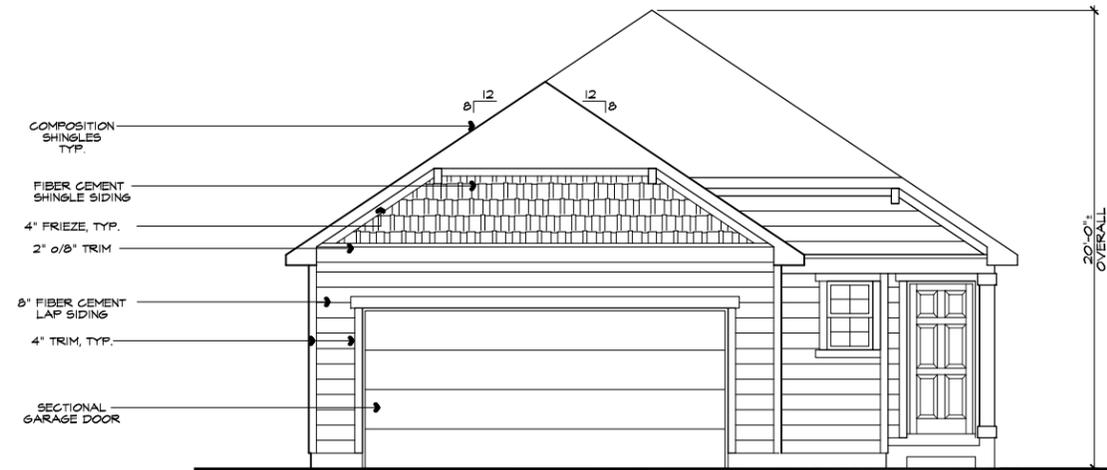
ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



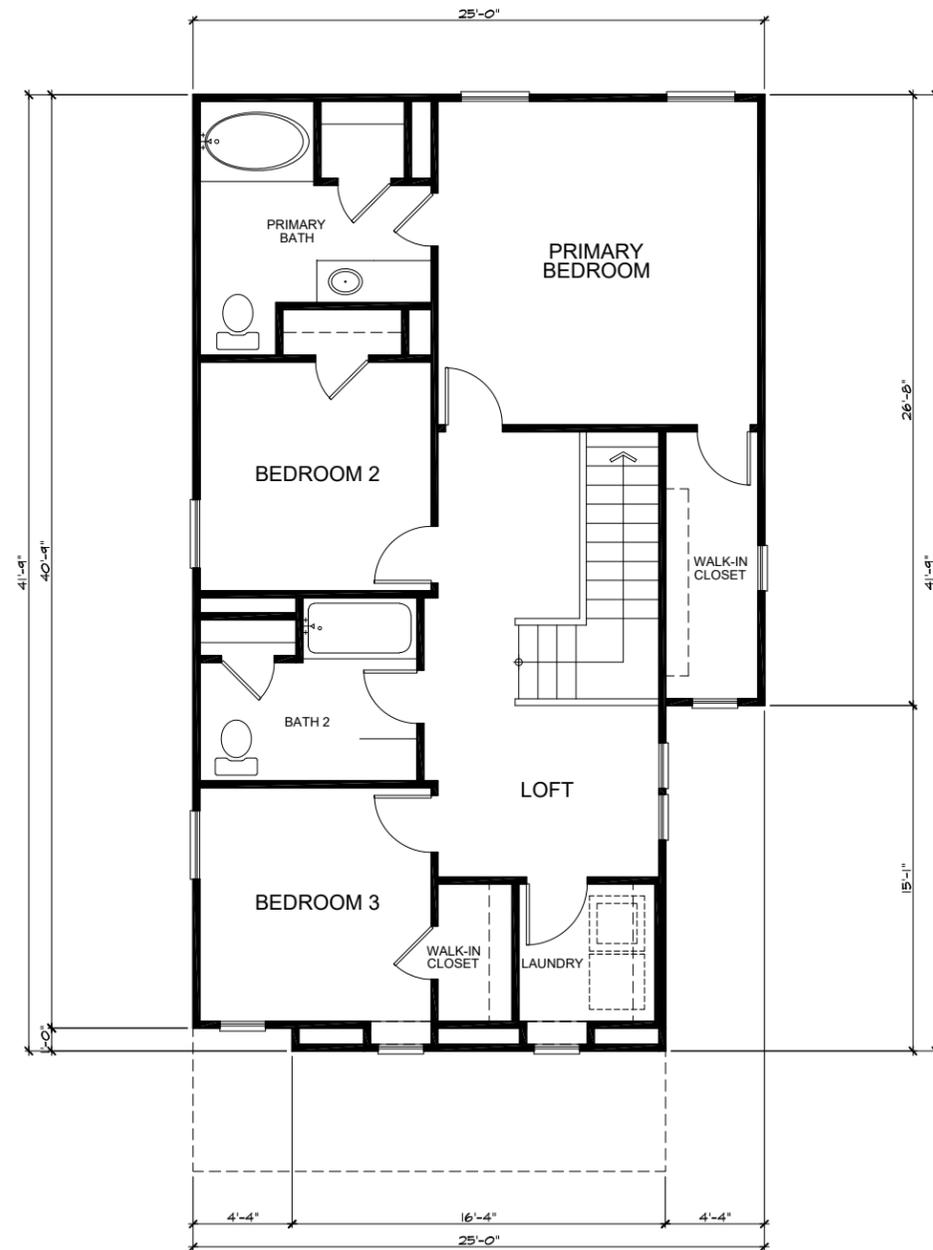
ELEVATION 'D'



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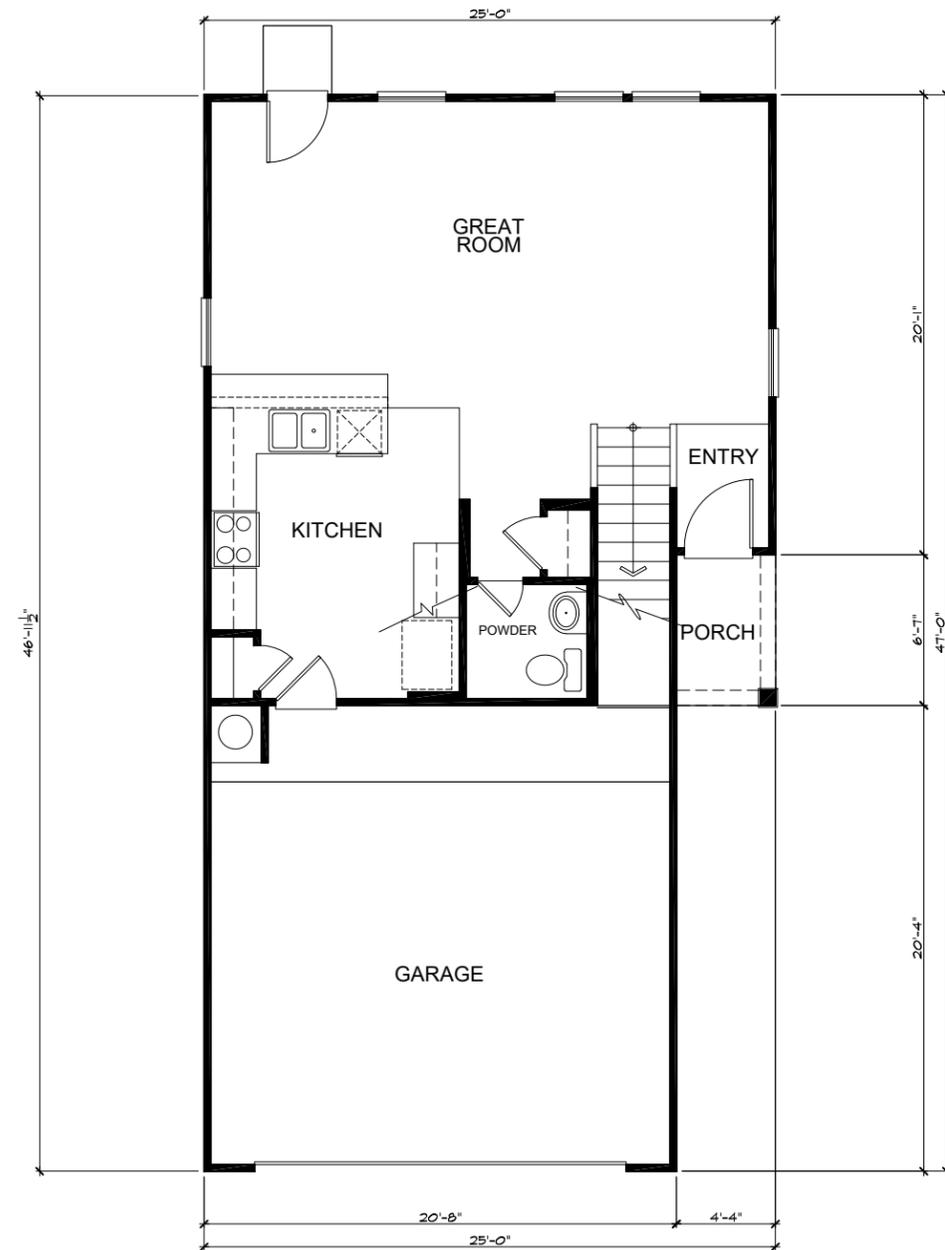
30' SINGLE FAMILY SERIES
 NORTH CAROLINA

130.1501
 JOB No: 1350999029
 SHEET #: A2
 DATE: 04/01/22



SECOND FLOOR PLAN

SQUARE FOOTAGE/ PLAN: 225.1520	
FIRST FLOOR AREA	608 SQ.FT.
SECOND FLOOR AREA	912 SQ.FT.
TOTAL AREA	1520 SQ.FT.
GARAGE AREA	450 SQ.FT.



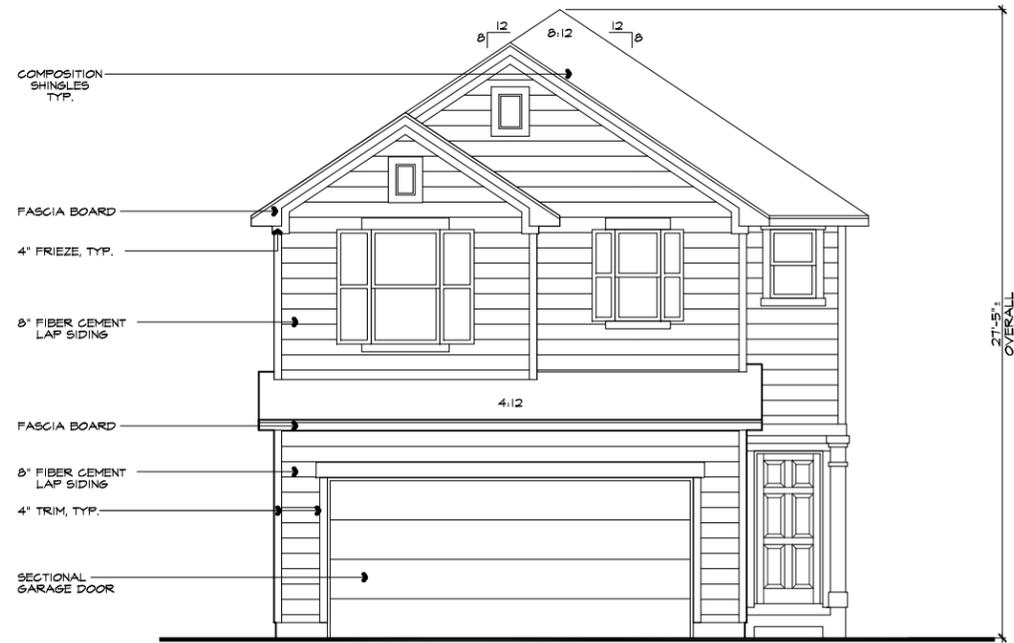
FIRST FLOOR PLAN



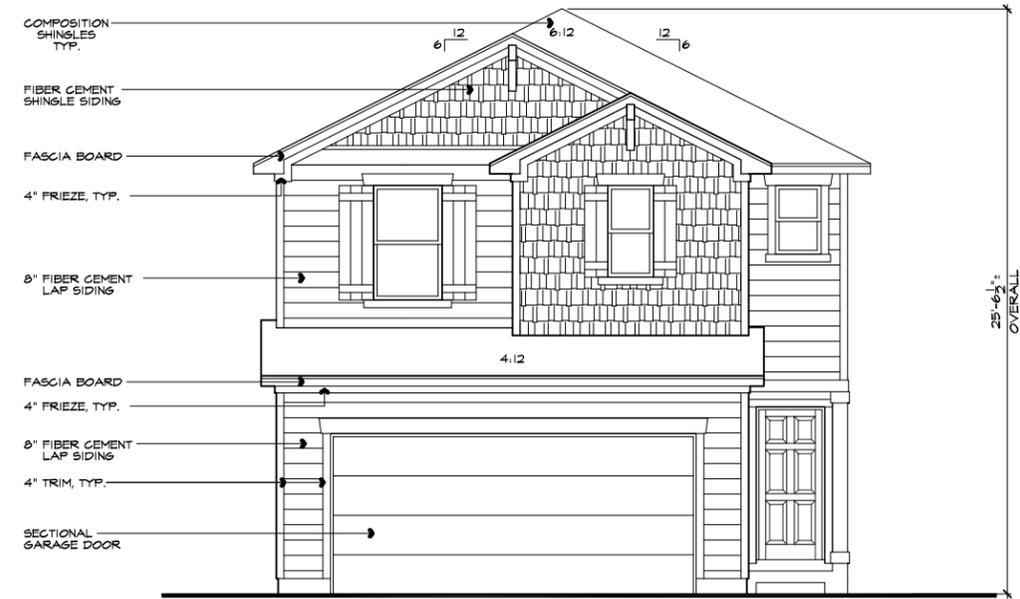
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 DURHAM, NC. 27703
 919.768.7980

30' SINGLE FAMILY SERIES
 NORTH CAROLINA

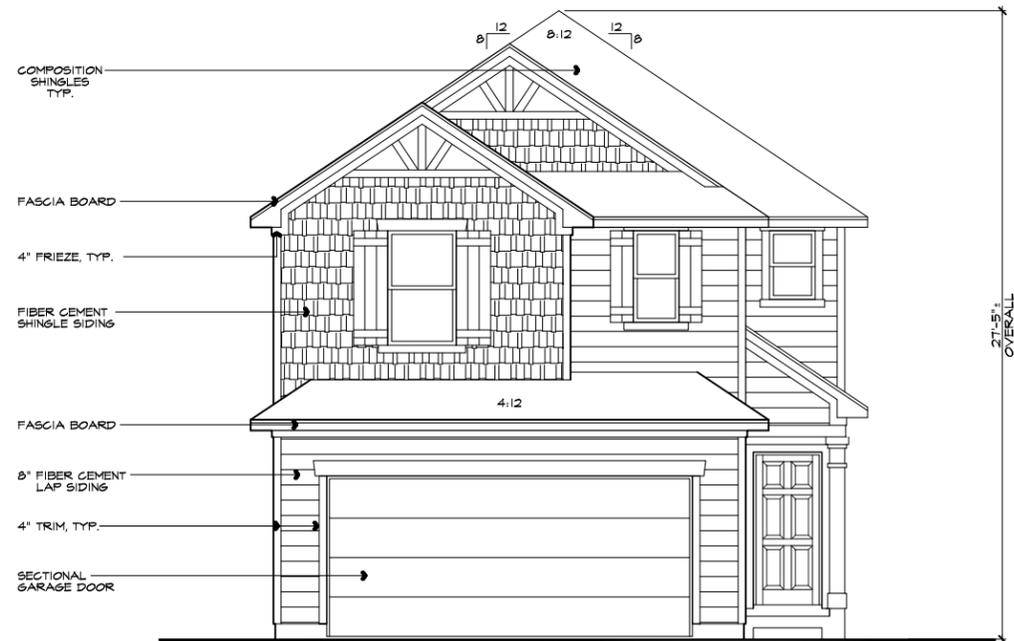
225.1520
 JOB No: 135099029
 SHEET #: A1
 DATE: 04/01/22



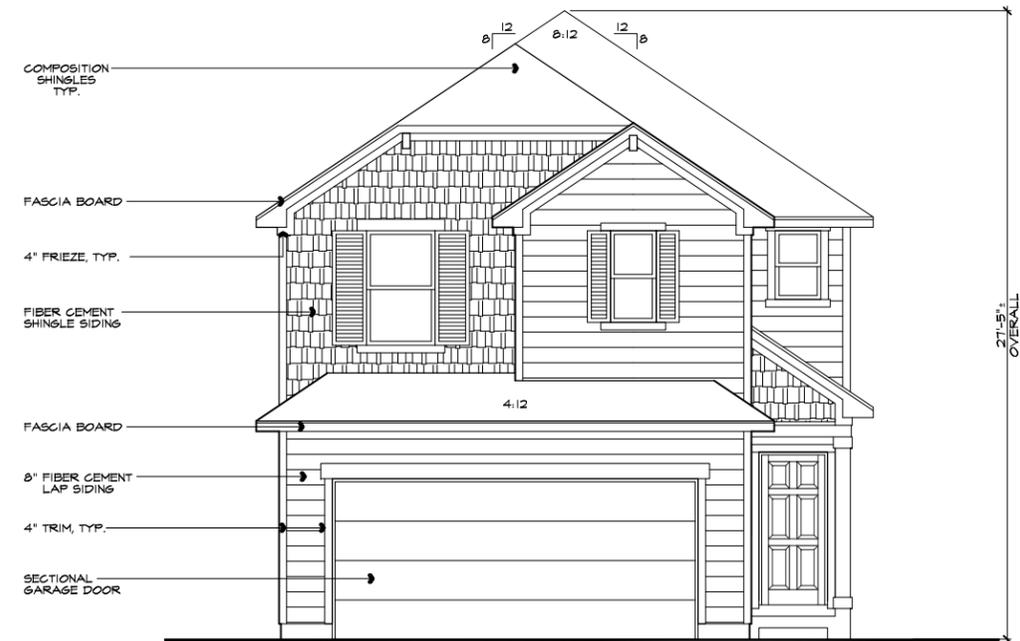
ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



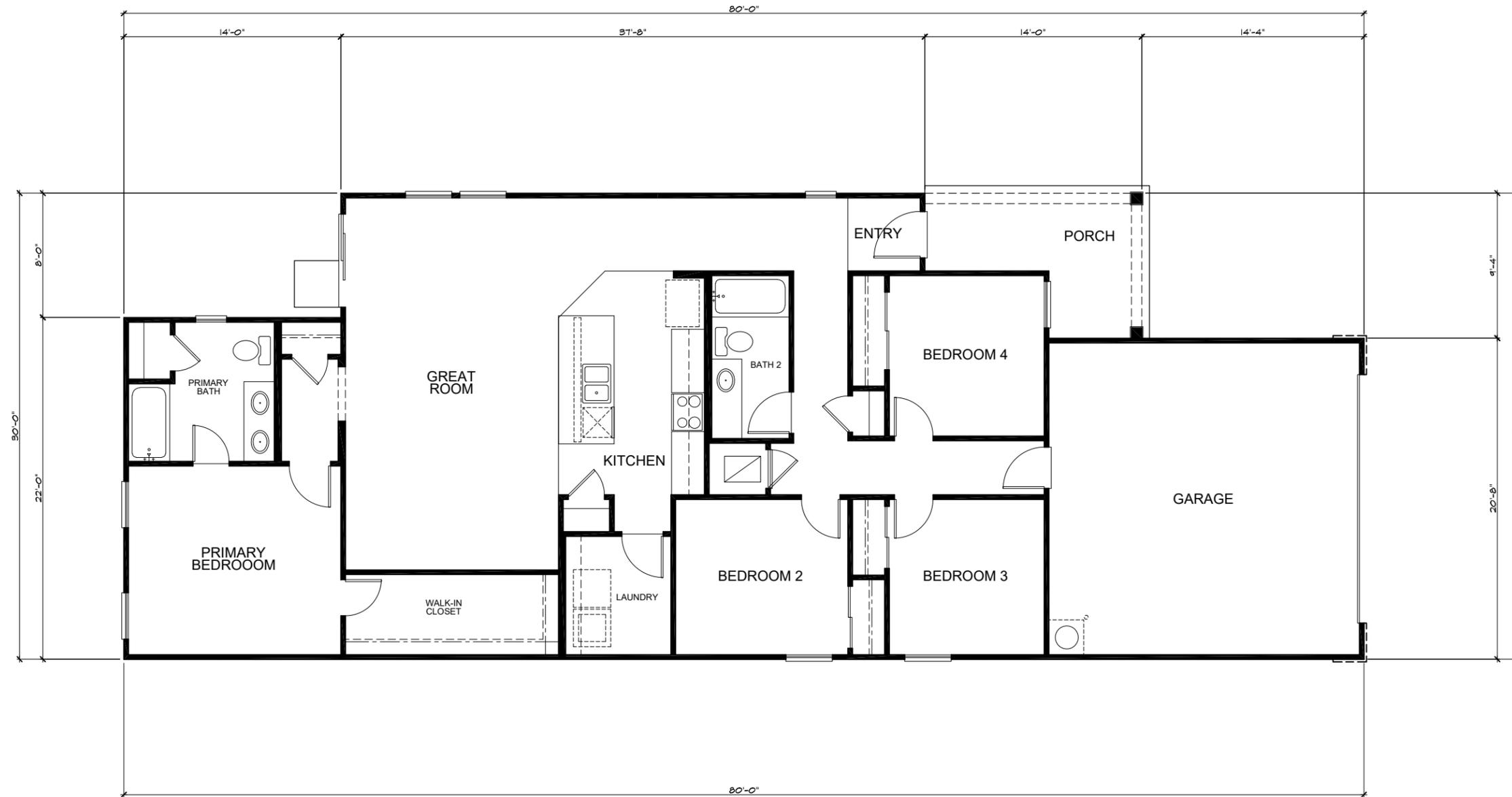
ELEVATION 'D'



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 919.768.7980

30' SINGLE FAMILY SERIES
 NORTH CAROLINA

225.1520
 JOB No: 1350999029
 SHEET #: A2
 DATE: 04/01/22



FLOOR PLAN

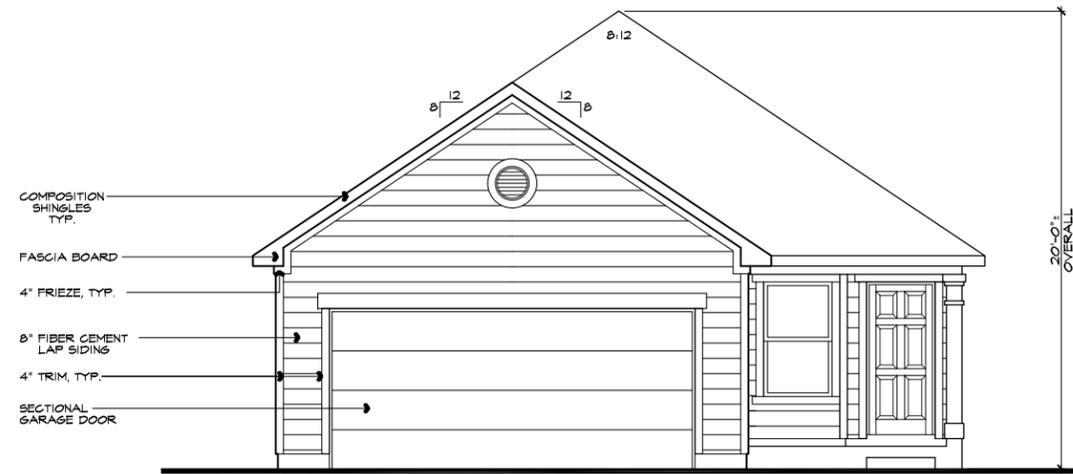
SQUARE FOOTAGE		
PLAN 130.1638		
FIRST FLOOR AREA	1638	SQ. FT.
TOTAL AREA	1638	SQ. FT.
GARAGE AREA	420	SQ. FT.

30' SINGLE FAMILY SERIES
NORTH CAROLINA

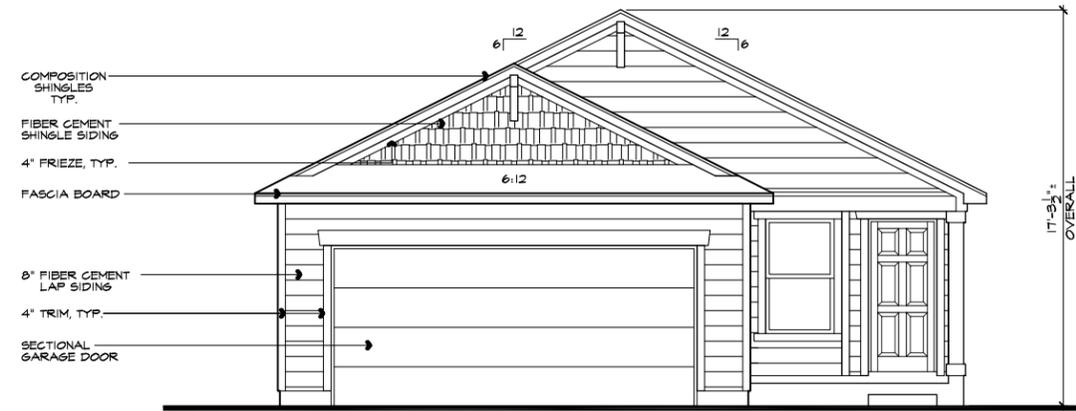


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919.768.7980

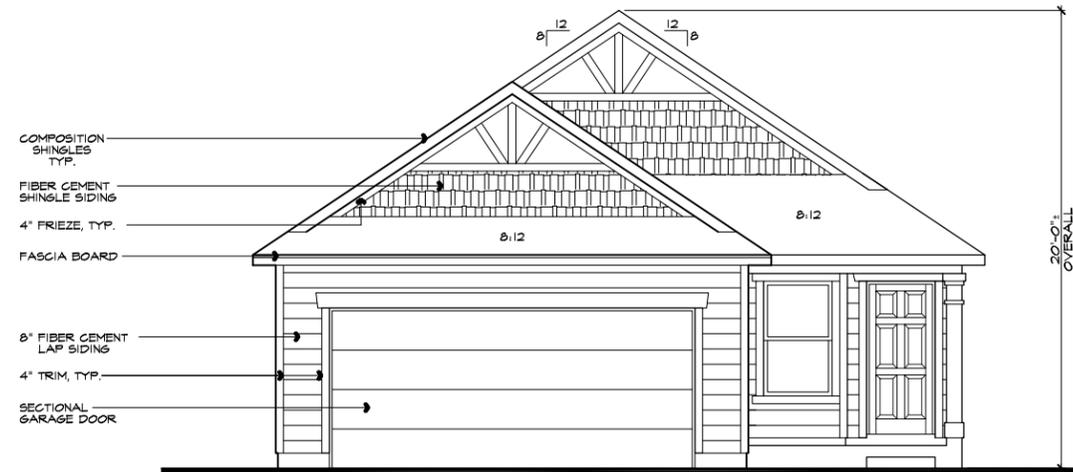
130.1638
JOB No: 1350999029
SHEET #: A1
DATE: 04/01/22



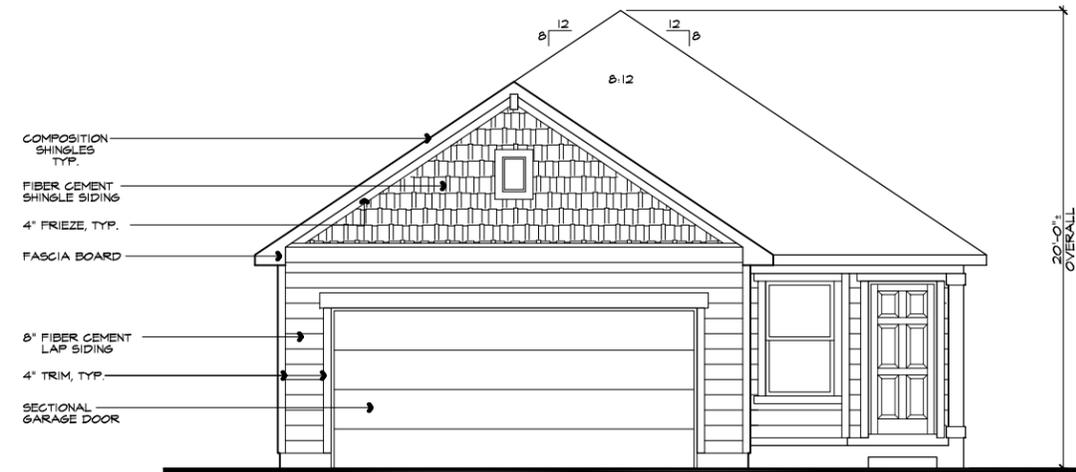
ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



ELEVATION 'D'

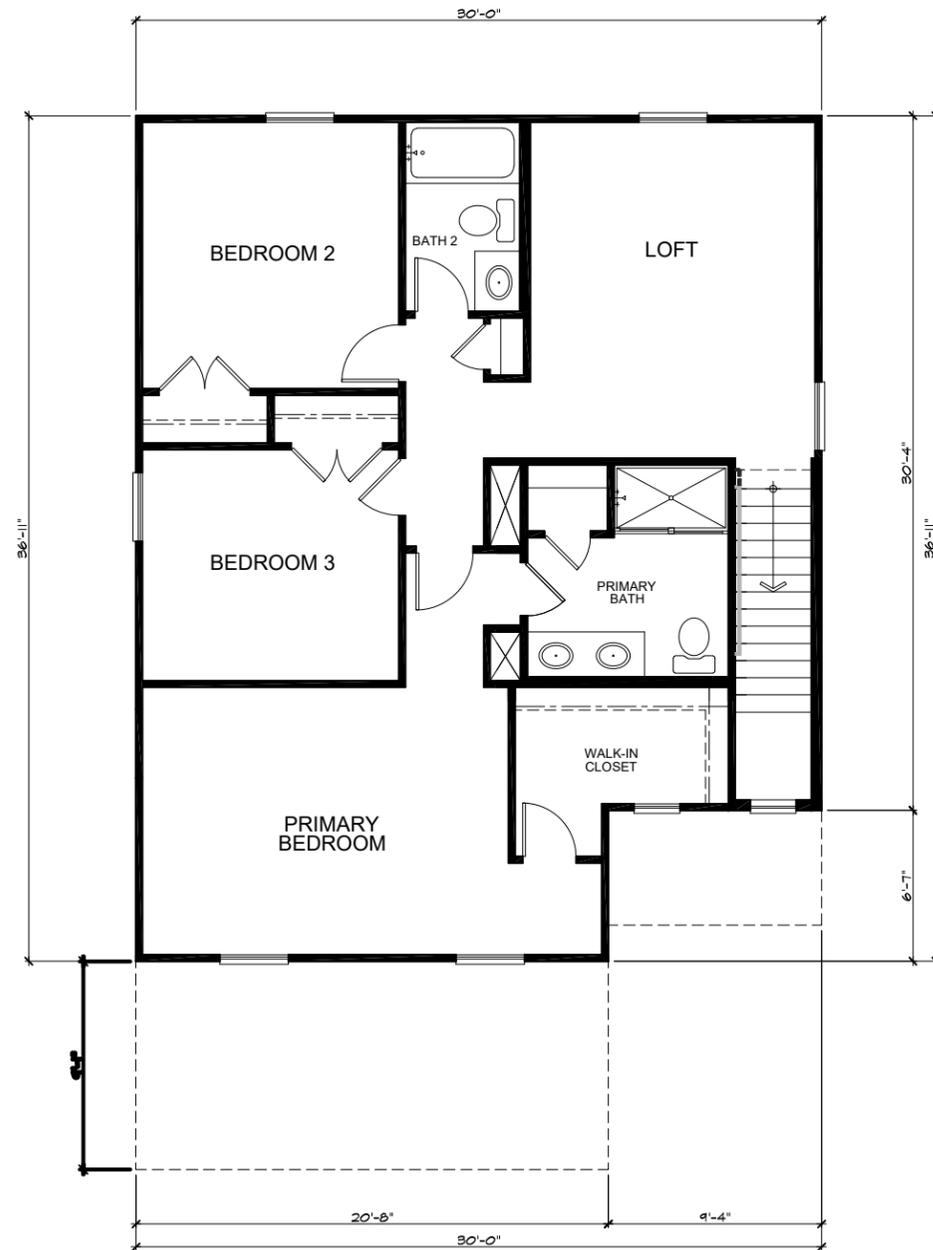


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30' SINGLE FAMILY SERIES
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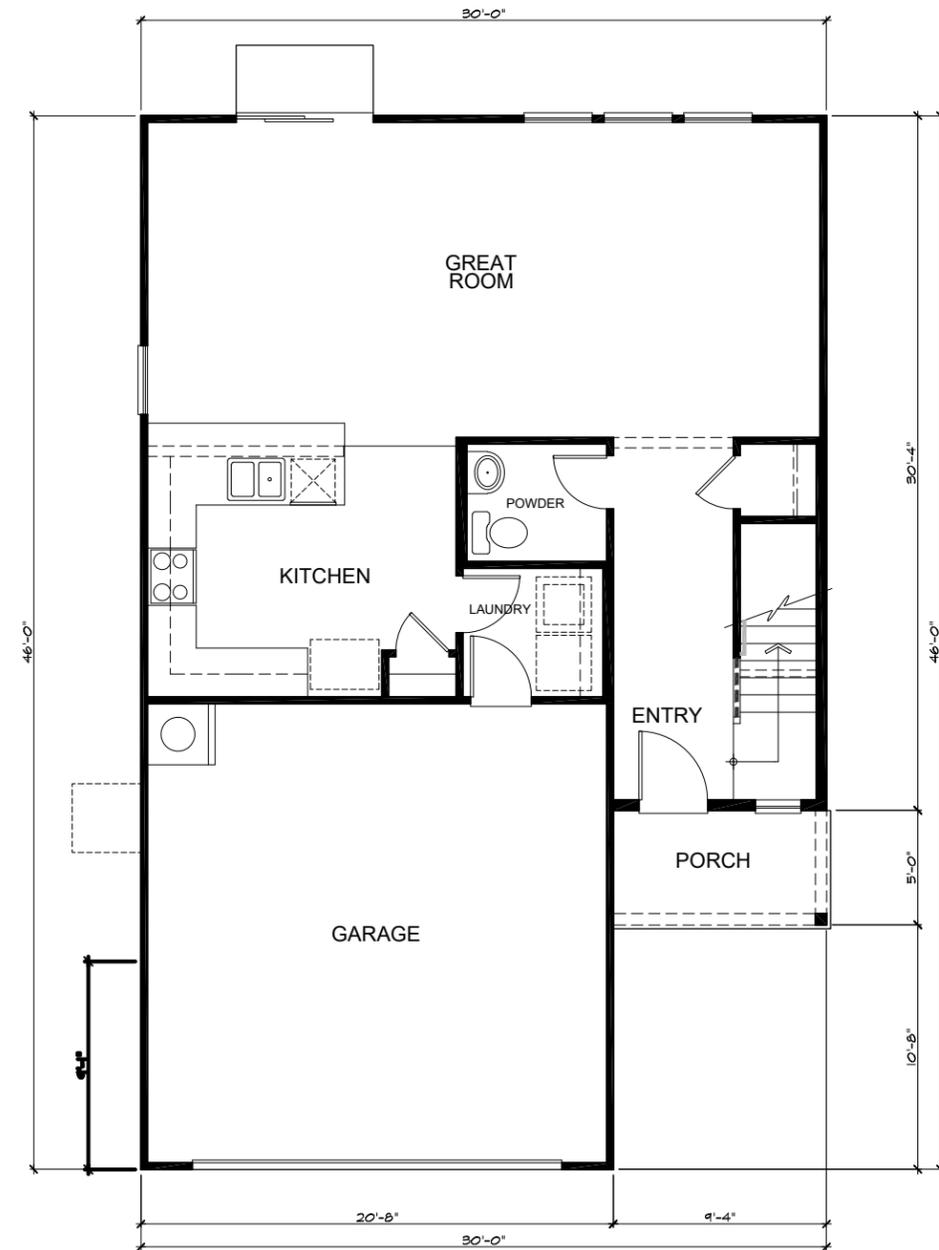
130.1638

JOB No: 1350999029
 SHEET #: A2
 DATE: 04/01/22



SECOND FLOOR PLAN

SQUARE FOOTAGE		
PLAN 230.1808		
FIRST FLOOR AREA	915	SQ. FT.
SECOND FLOOR AREA	913	SQ. FT.
TOTAL AREA	1808	SQ. FT.



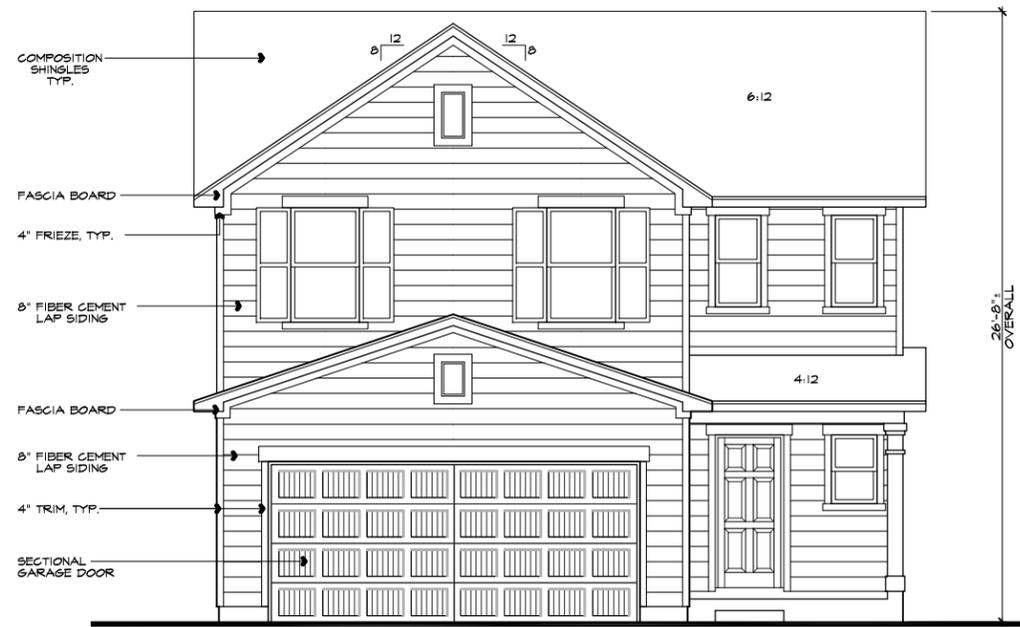
FIRST FLOOR PLAN



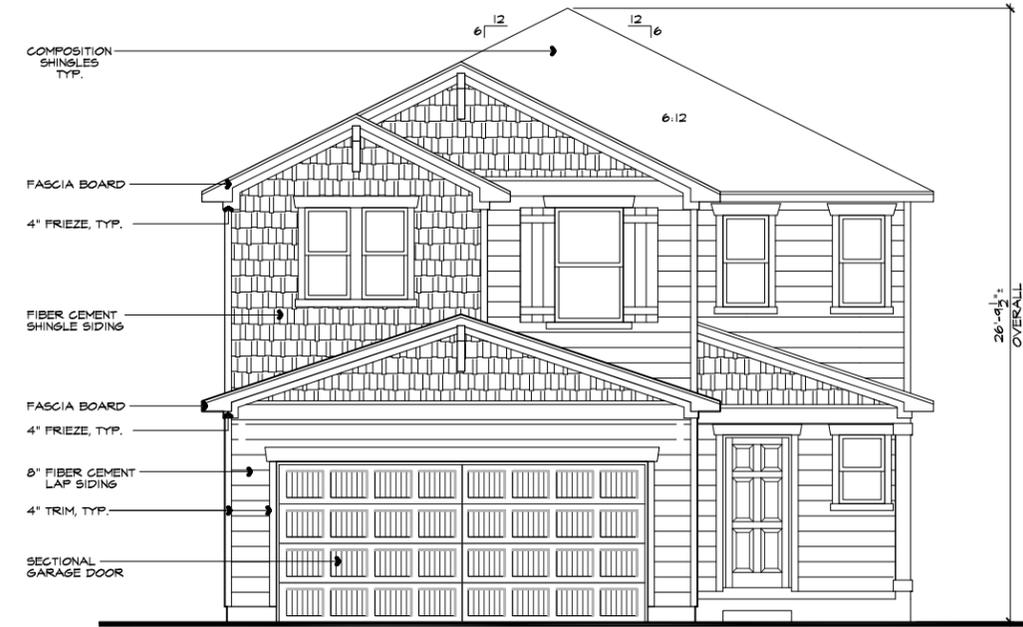
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30' SINGLE FAMILY SERIES
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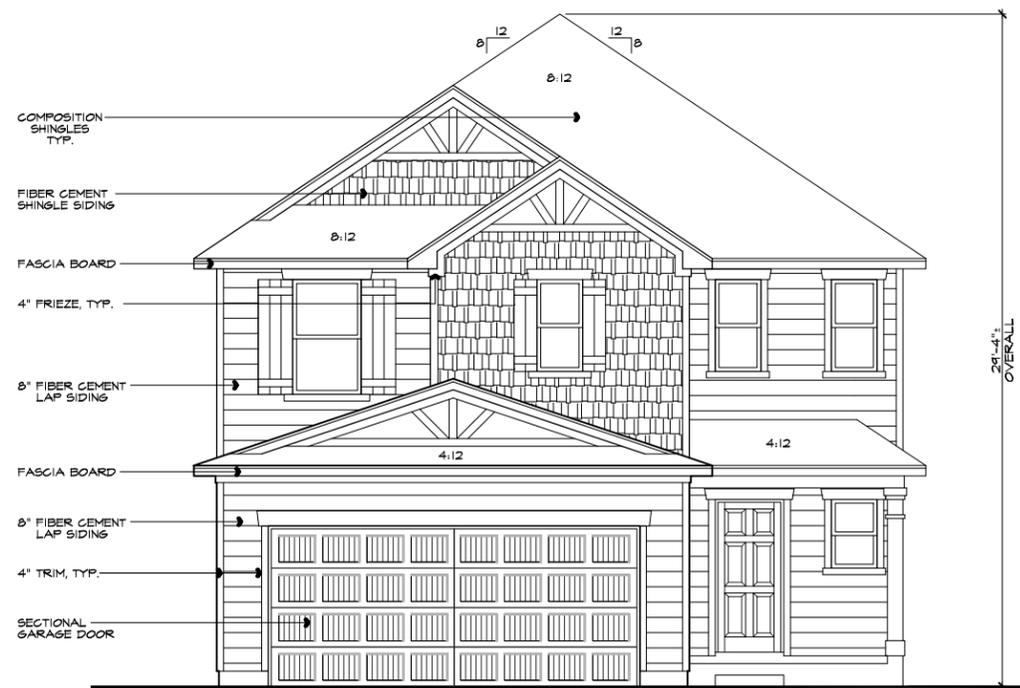
230.1808
 JOB No: 1350999029
 SHEET #: A1
 DATE: 04/01/22



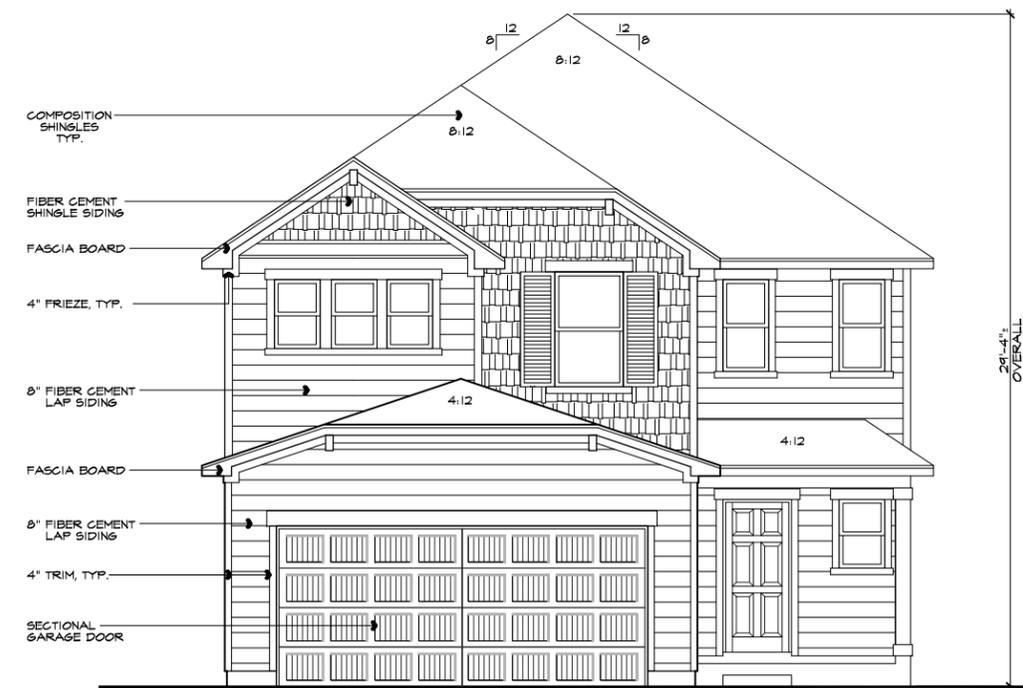
ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



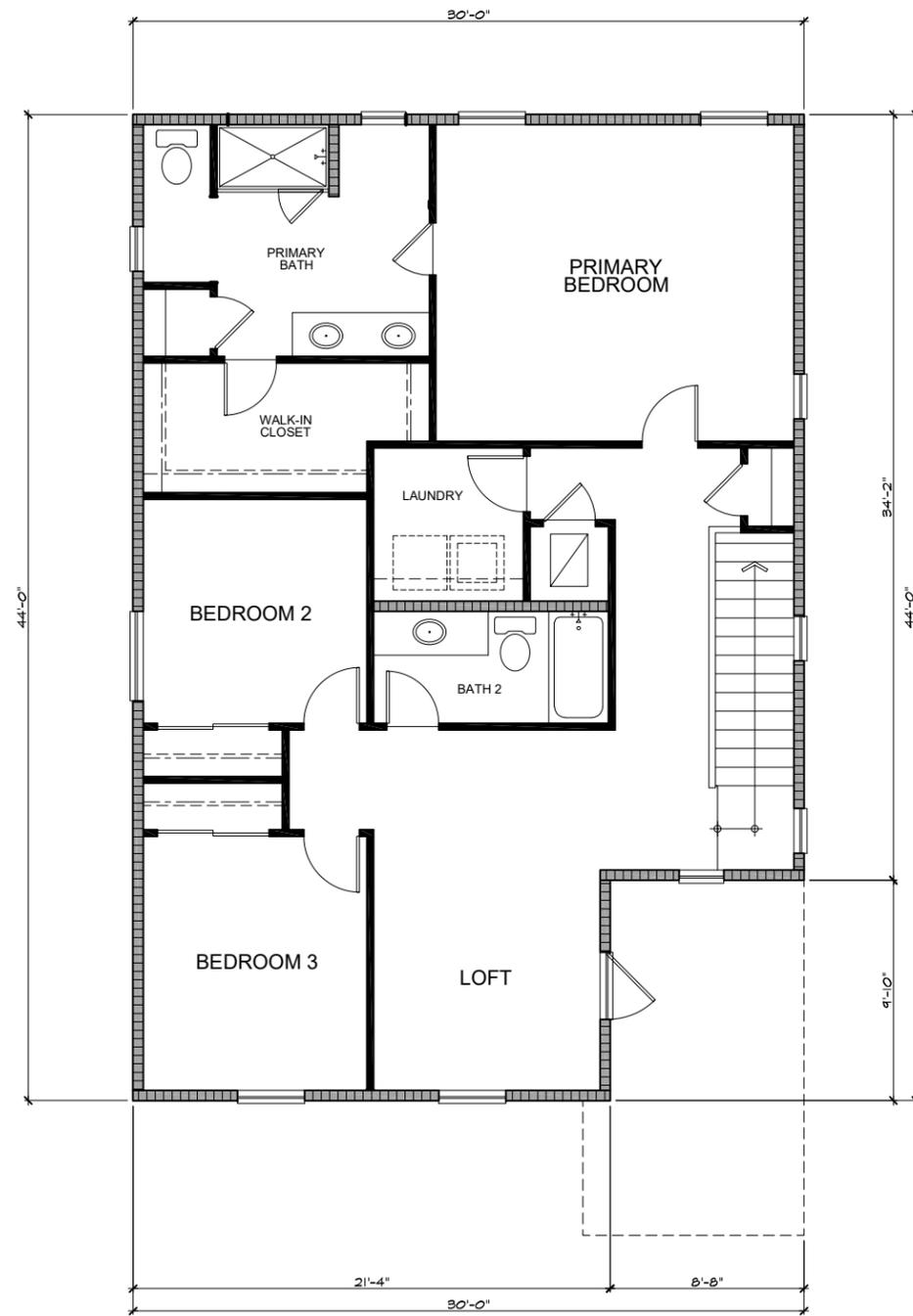
ELEVATION 'D'



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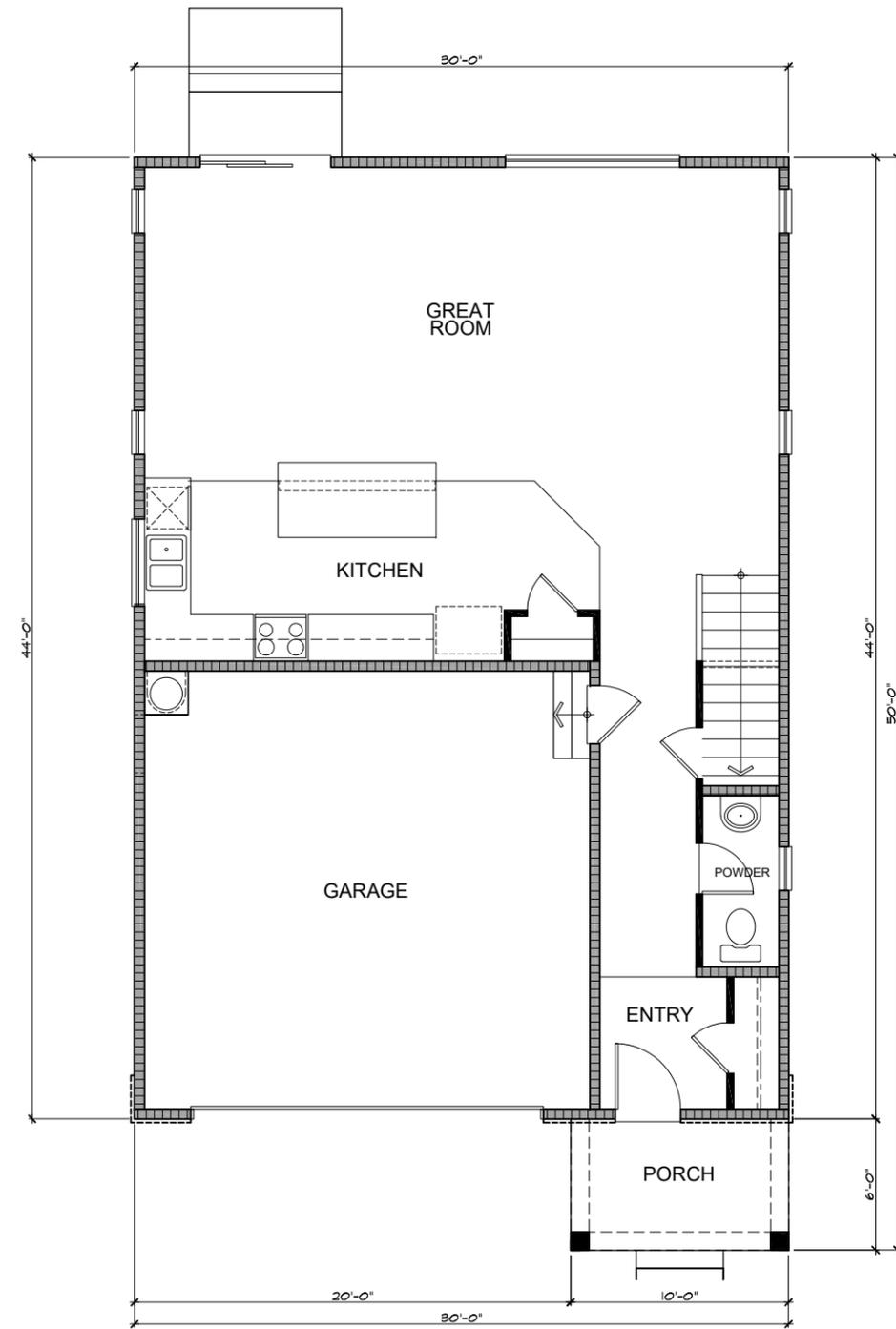
30' SINGLE FAMILY SERIES
 NORTH CAROLINA

230.1808
 JOB No: 135099029
 SHEET #: A2
 DATE: 04/01/22



SECOND FLOOR PLAN

SQUARE FOOTAGE		
PLAN 230.2065		
FIRST FLOOR AREA	892	SQ. FT.
SECOND FLOOR AREA	1173	SQ. FT.
TOTAL AREA	2065	SQ. FT.



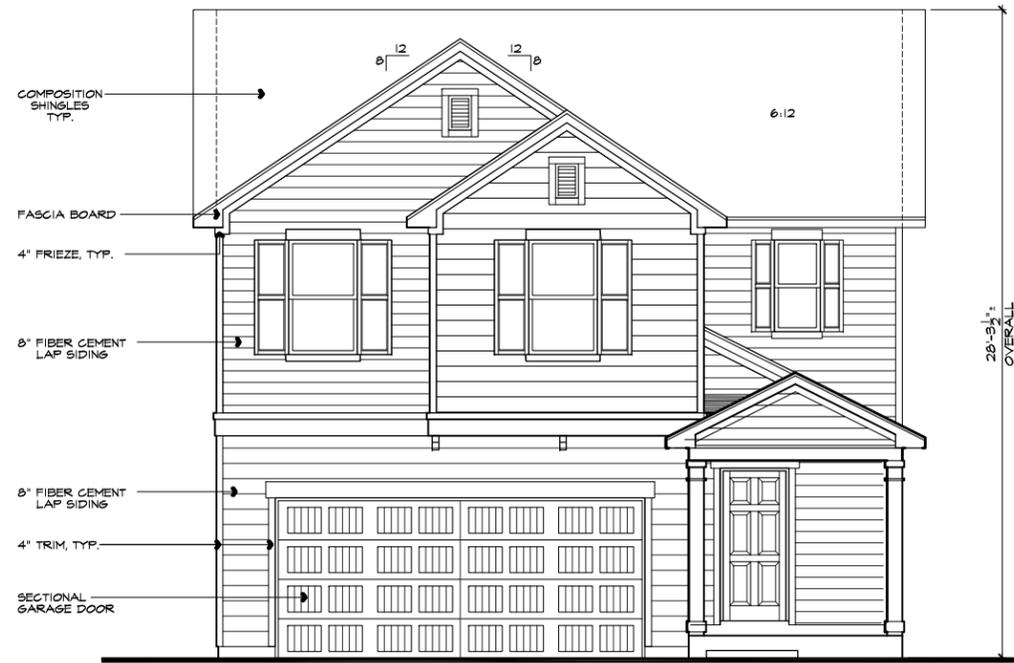
FIRST FLOOR PLAN



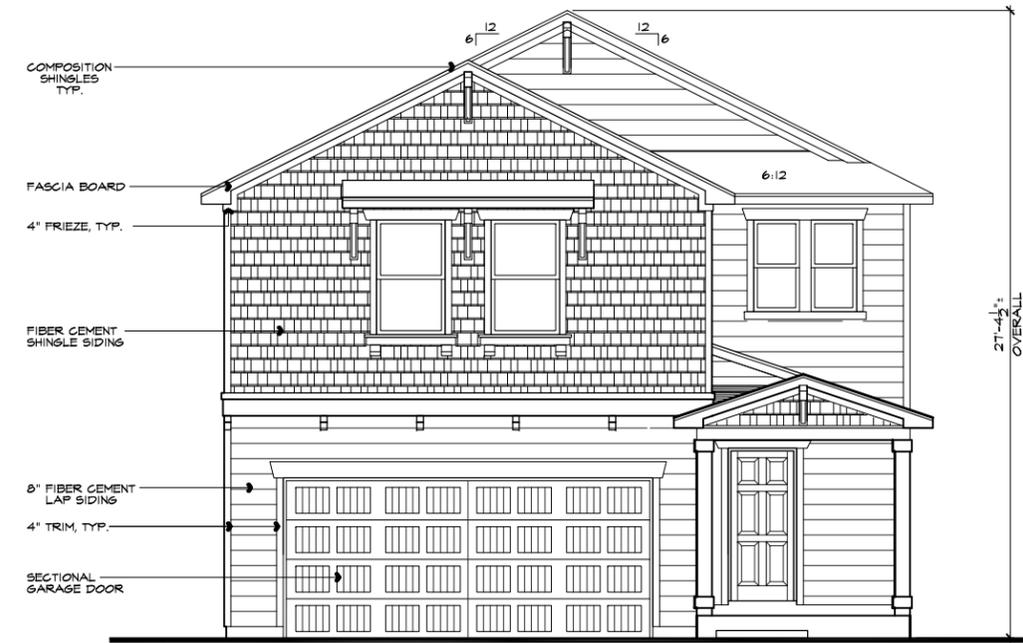
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30' SINGLE FAMILY SERIES
 NORTH CAROLINA

230.2065
 JOB No: 1350999029
 SHEET #: A1
 DATE: 04/01/22



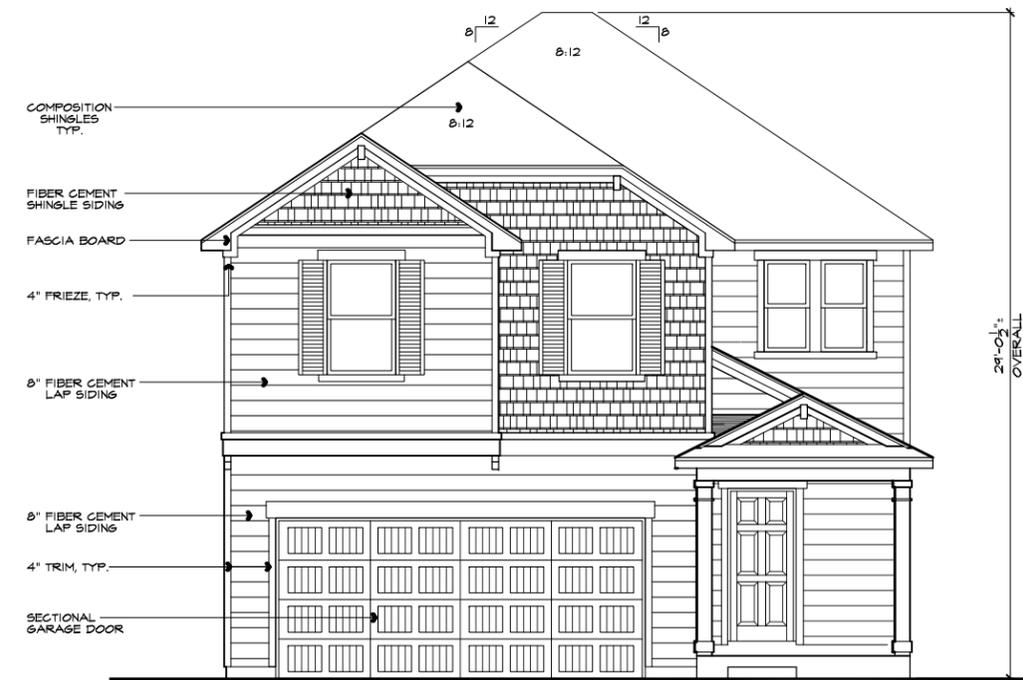
ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



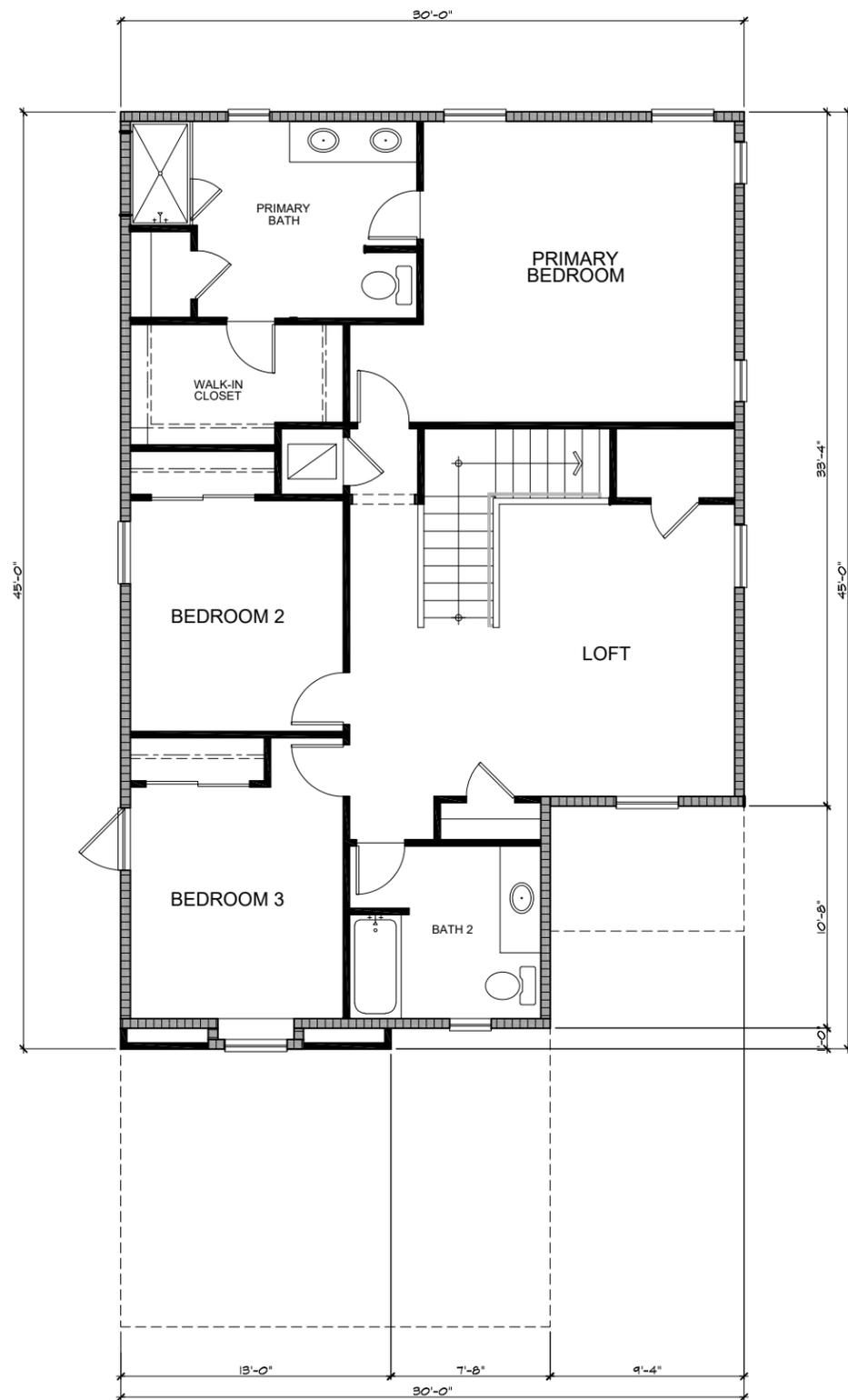
ELEVATION 'D'



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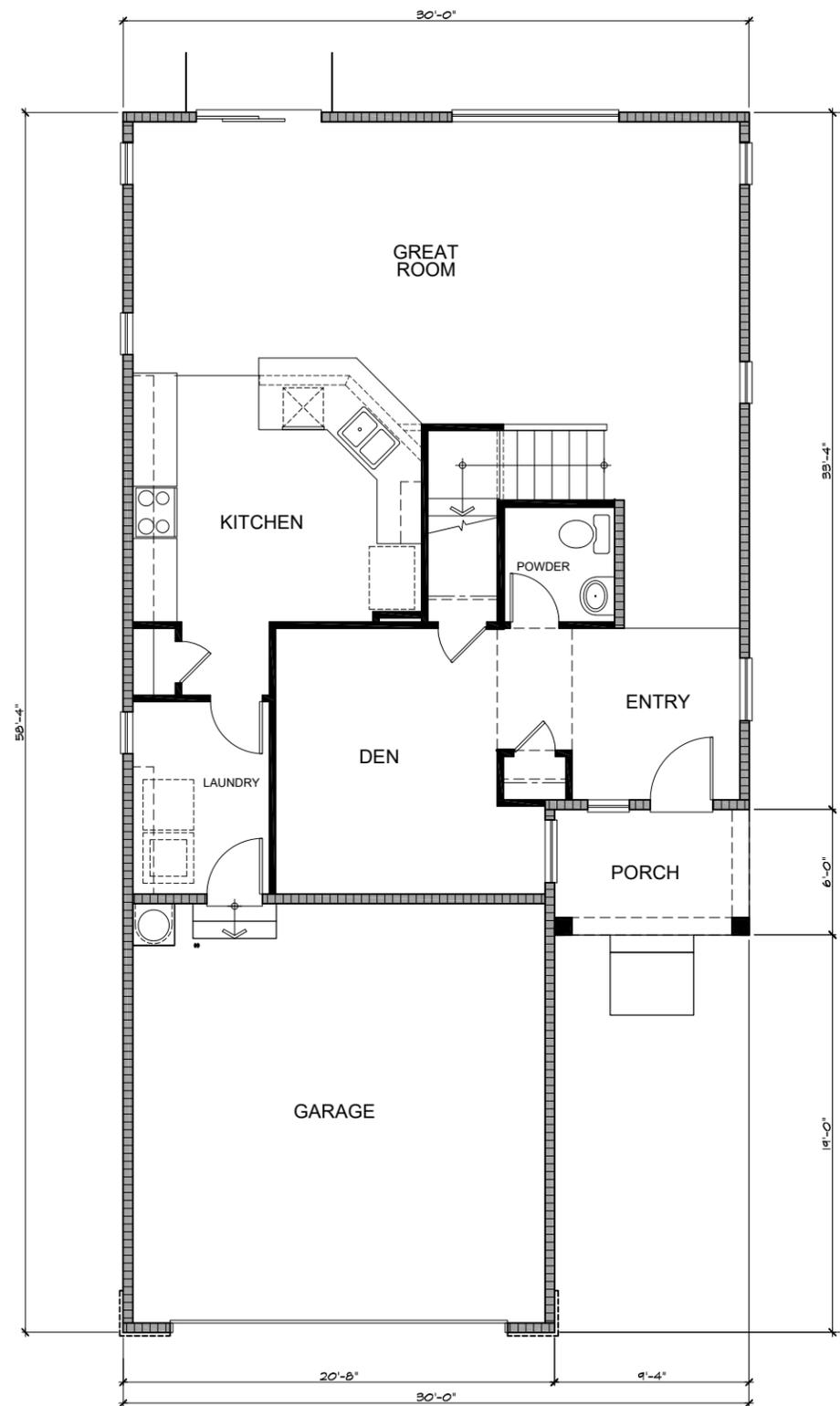
30' SINGLE FAMILY SERIES
 NORTH CAROLINA

230.2065
 JOB No: 1350999029
 SHEET #: A2
 DATE: 04/01/22



SECOND FLOOR PLAN

SQUARE FOOTAGE		
PLAN 230.2265		
FIRST FLOOR AREA	1093	SQ. FT.
SECOND FLOOR AREA	1172	SQ. FT.
TOTAL AREA	2265	SQ. FT.



FIRST FLOOR PLAN



KB HOME - NORTH CAROLINA RALEIGH, INC
 4506 S. MIAMI BLVD. SUITE 180
 DURHAM, NC. 27703
 919.768.7980

30' SINGLE FAMILY SERIES
 NORTH CAROLINA

230.2265
 JOB No: 1350999029
 SHEET #: A1
 DATE: 04/01/22



ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



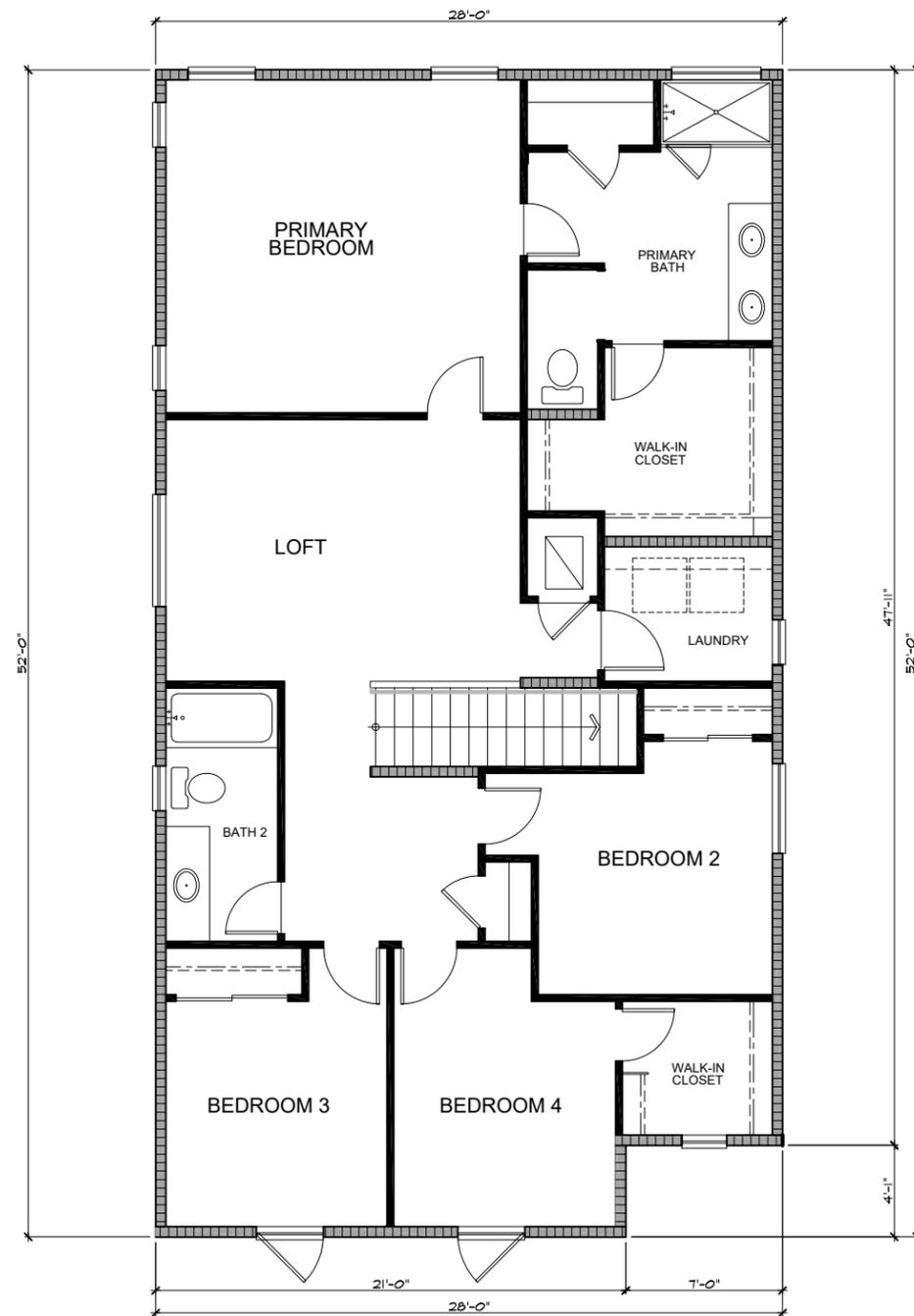
ELEVATION 'D'



KB HOME - NORTH CAROLINA RALEIGH, INC
 4506 S. MIAMI BLVD. SUITE 180
 DURHAM, NC. 27703
 919.768.7980

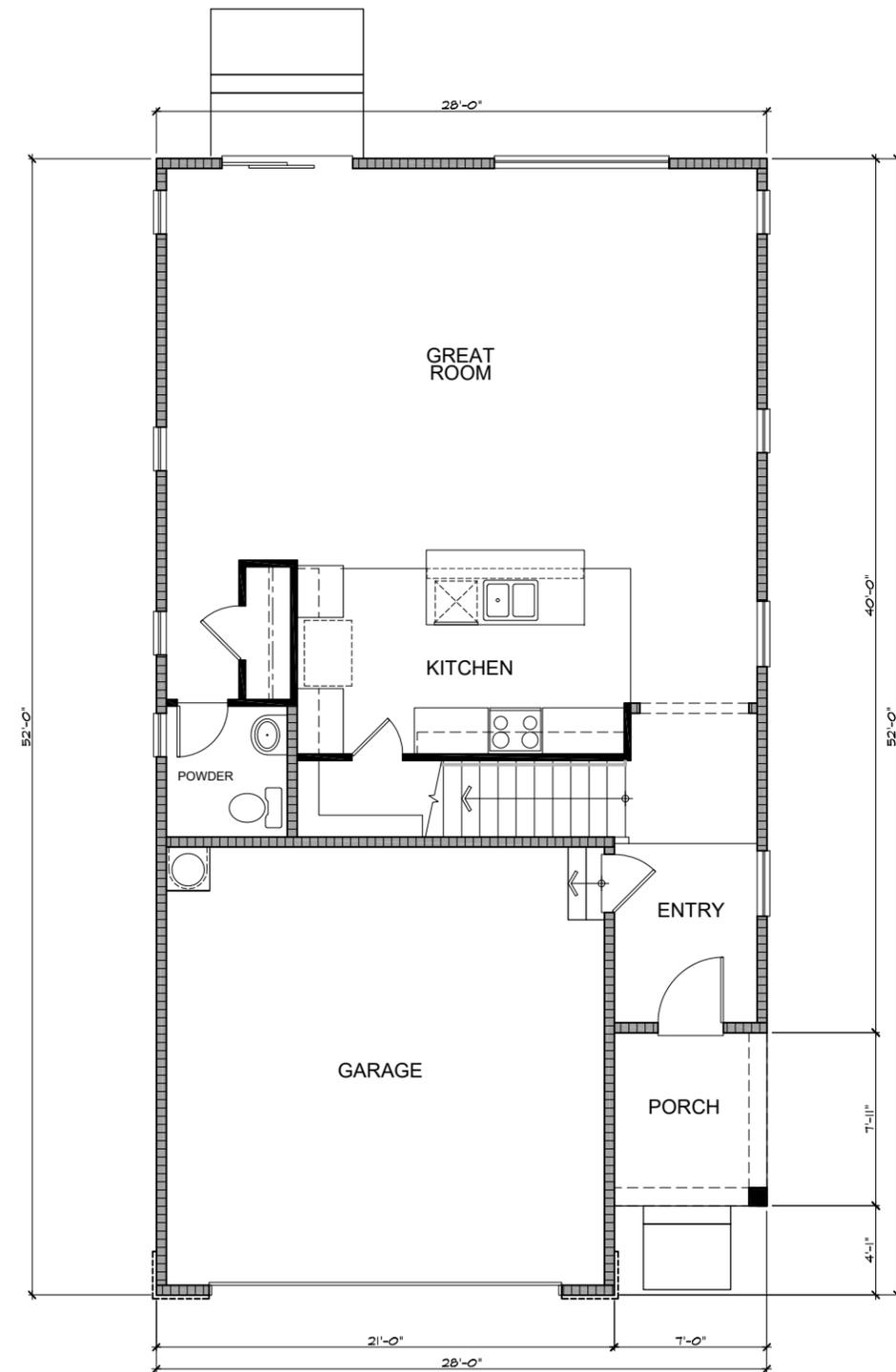
30' SINGLE FAMILY SERIES
 NORTH CAROLINA

230.2265
 JOB No: 1350999029
 SHEET #: A2
 DATE: 04/01/22



SECOND FLOOR PLAN

SQUARE FOOTAGE		
PLAN 228.2328		
FIRST FLOOR AREA	442	SQ. FT.
SECOND FLOOR AREA	1387	SQ. FT.
TOTAL AREA	2328	SQ. FT.



FIRST FLOOR PLAN



KB HOME - NORTH CAROLINA RALEIGH, INC
 4506 S. MIAMI BLVD. SUITE 180
 DURHAM, NC. 27703
 919.768.7980

30' SINGLE FAMILY SERIES
 NORTH CAROLINA

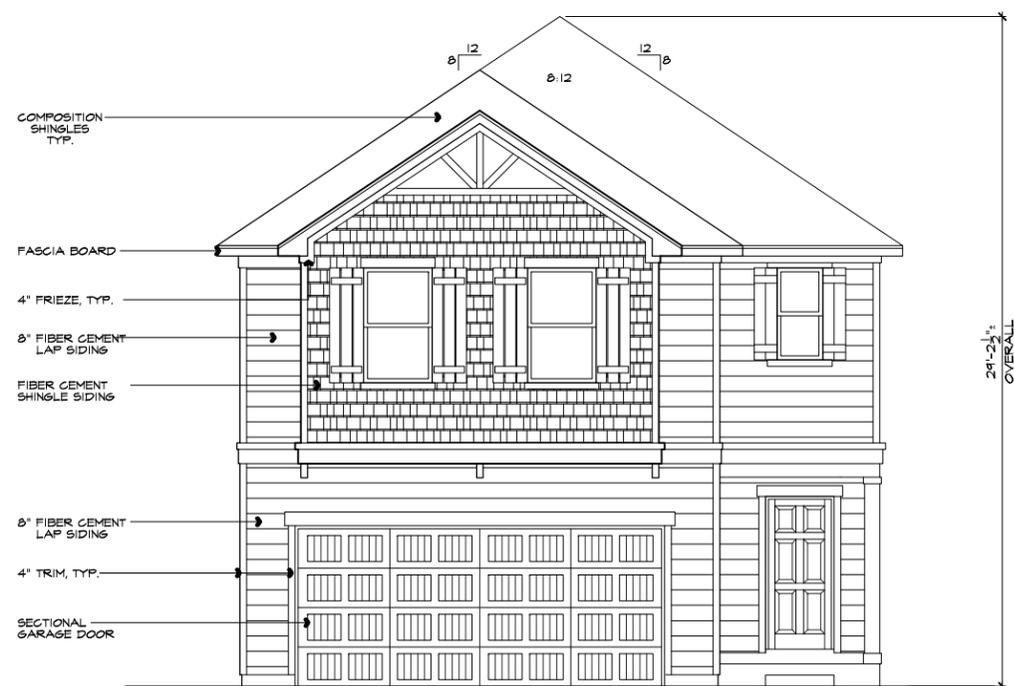
228.2328
 JOB No: 1350999029
 SHEET #: A1
 DATE: 04/01/22



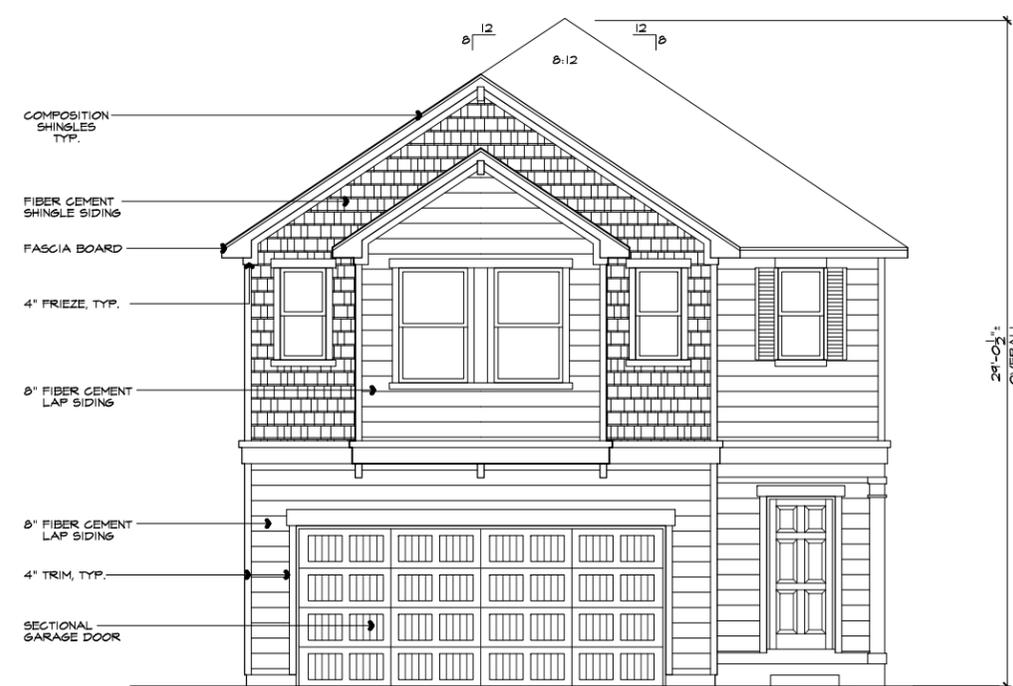
ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



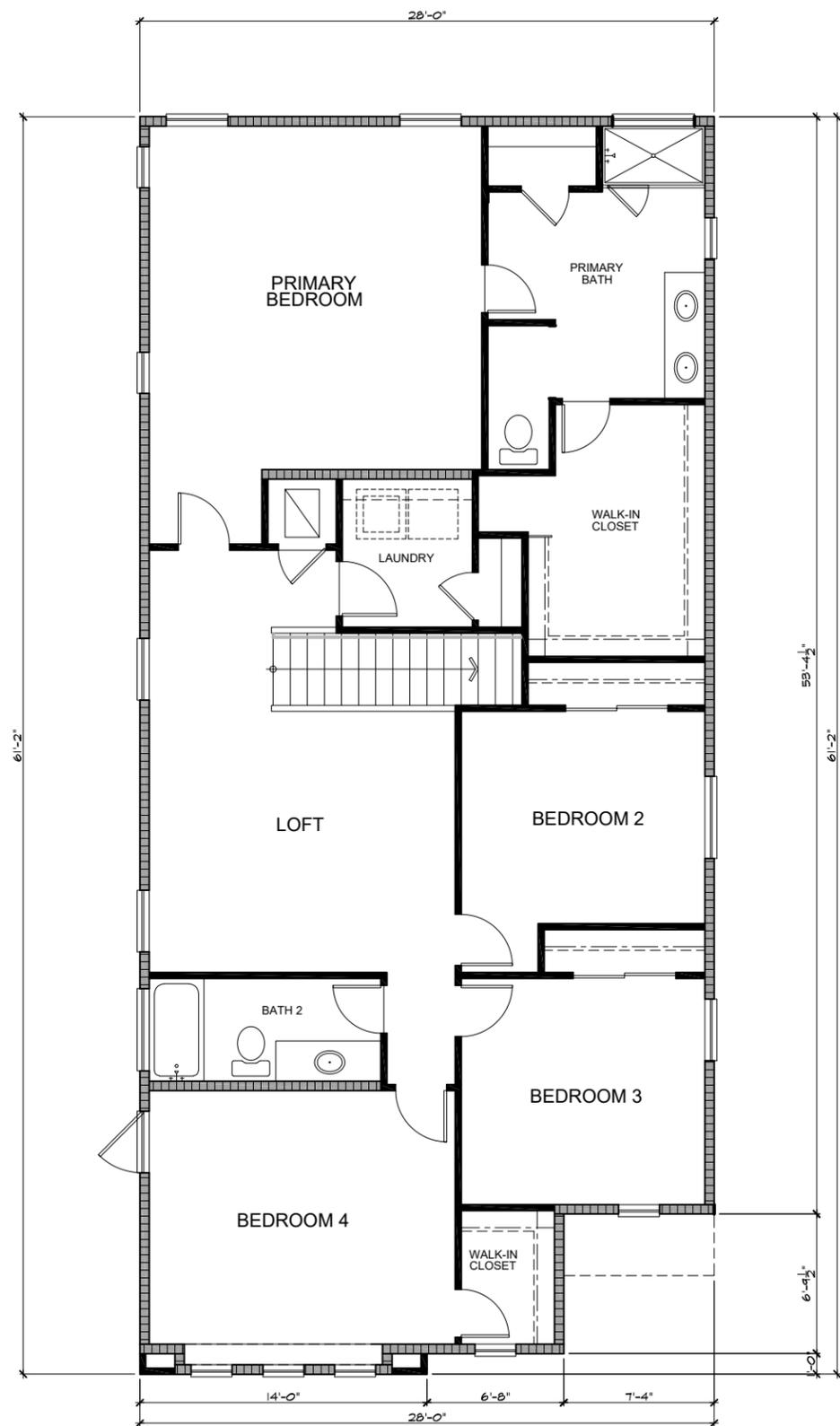
ELEVATION 'D'



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 DURHAM, NC. 27703
 919.768.7980

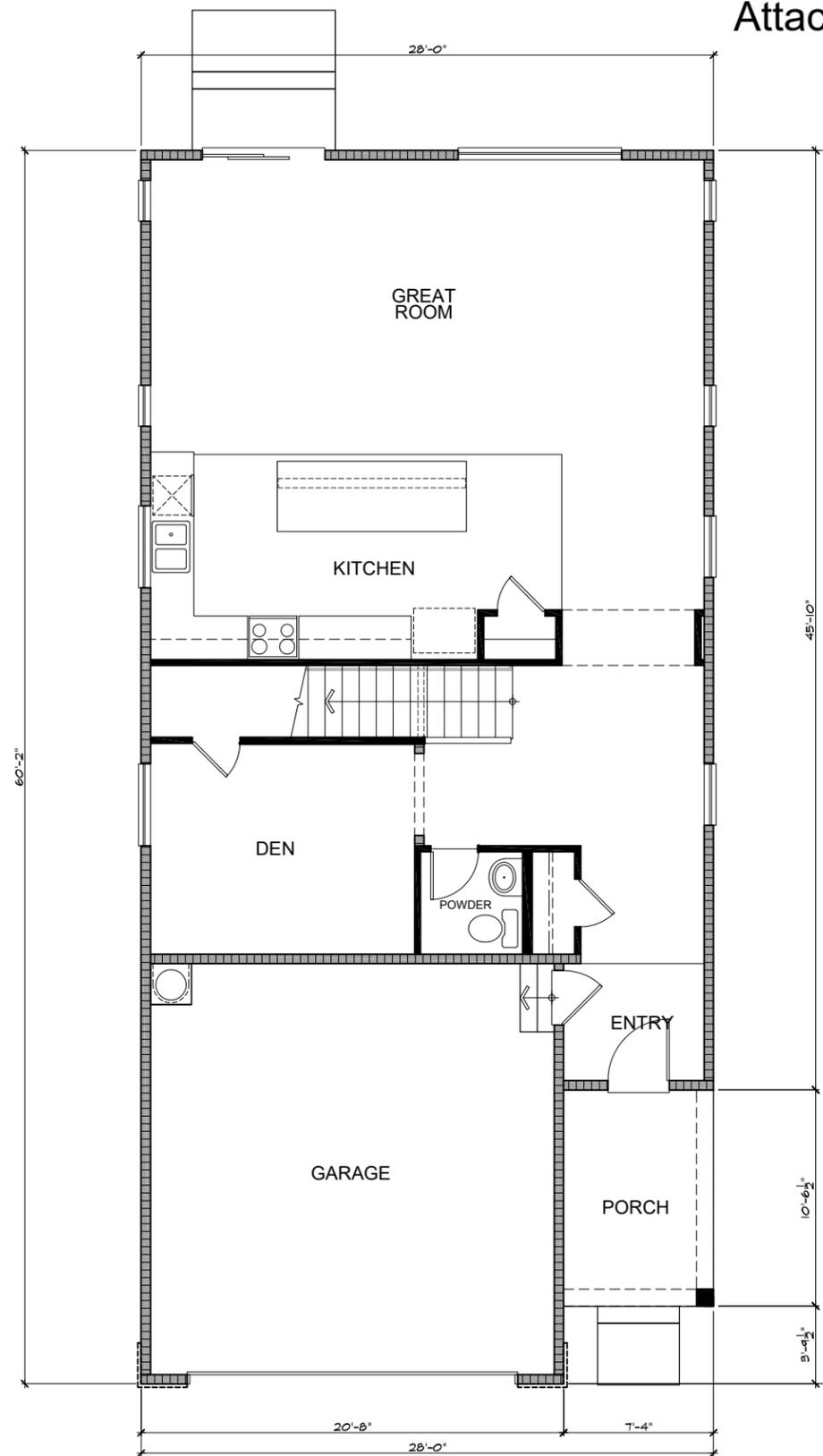
30' SINGLE FAMILY SERIES
 NORTH CAROLINA

228.2328
 JOB No: 1350999029
 SHEET #: A2
 DATE: 04/01/22



SECOND FLOOR PLAN

SQUARE FOOTAGE		
PLAN 228.2751		
FIRST FLOOR AREA	1154	SQ. FT.
SECOND FLOOR AREA	1592	SQ. FT.
TOTAL AREA	2751	SQ. FT.



FIRST FLOOR PLAN



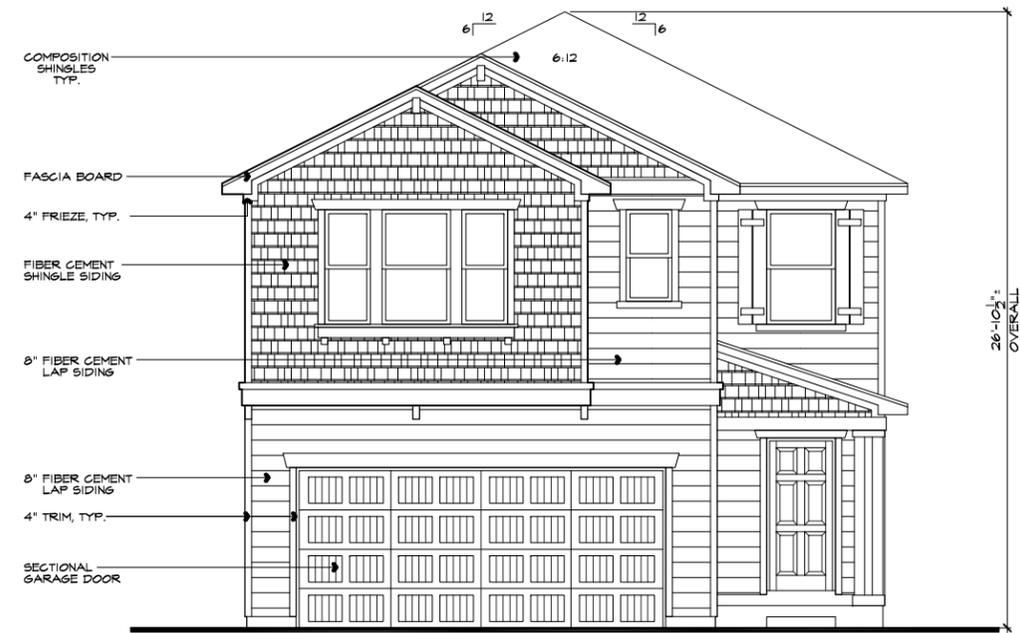
KB HOME - NORTH CAROLINA RALEIGH, INC
 4506 S. MIAMI BLVD. SUITE 180
 DURHAM, NC. 27703
 919.768.7980

30' SINGLE FAMILY SERIES
 NORTH CAROLINA

228.2751
 JOB No: 1350999029
 SHEET #: A1
 DATE: 04/01/22



ELEVATION 'A'



ELEVATION 'B'



ELEVATION 'C'



ELEVATION 'D'



KB HOME - NORTH CAROLINA RALEIGH, INC
 4506 S. MIAMI BLVD. SUITE 180
 DURHAM, NC. 27703
 919.768.7980

30' SINGLE FAMILY SERIES
 NORTH CAROLINA

228.2751
 JOB No: 1350999029
 SHEET #: A2
 DATE: 04/01/22

SUMMARY SHEET OF STAFF AND ADVISORY BOARD RECOMMENDATIONS
SPECIAL USE PERMIT-A FOR
Jade Creek Architecturally Integrated Subdivision, 8522 Old NC 86

STAFF RECOMMENDATIONS	
Staff Recommendations (w/ Advisory Board support where applicable):	<i>Explanation: Staff recommendations, primarily related to LUO compliance, are represented by #s 1 thru 5 below. If an advisory board voted to 'support' the staff recommendation, then such board is listed after staff in the left-hand column.</i>
Recommended by	Recommendations
Staff, PB (*NTAAC, TAB, and EAB did not have a quorum for their review meeting.)	1. That Certificates of Occupancy for the final four units may not be issued until such time as Certificates of Occupancy have been granted for the four affordable units constructed within the development and the <i>payment in lieu</i> is received for 11.3 additional units satisfied by way of a payment to the town's Affordable Housing Revenue Fund, in the amount equivalent to 11.3 times the amount included in the Town's fee schedule at the time of payment. A note to this effect shall be required on the final plat.
Staff, PB	2. That the continued affordability of four units must be specified in the Homeowner's Association documents per the provisions of Section 15-182.4 of the Land Use Ordinance. These documents must be approved by the Town Attorney prior to construction plan approval.

Staff, PB	3. That in accordance with Section 15-182.4, the developer shall include in the restrictive covenants applicable to the subdivision, and in the deeds for the affordable units, covenants and restrictions that are sufficient to ensure that the affordable units will remain affordable as described in that section. Those covenants and restrictions shall include provisions that will allow the Town of Carrboro to enforce the commitment that the housing units remain affordable. These documents shall be subject to the approval of the Town Attorney.
Staff, PB	4. That the applicant must receive a driveway permit from NCDOT prior to approval of the construction plans.
Staff, PB	5. Prior to construction plan approval, the plans need to include a standard detail, per section 15-291 of the LUO, demonstrating that each lot can provide off-street parking sufficient to accommodate two cars, excluding those spaces provided within the garage.
Staff, PB	6. That flexibility be allowed in the execution of the street tree planting plan (subject to the approval of public works and the planning department), such that the combination of existing and proposed trees along all publicly dedicated streets in the subdivision meet the street tree requirements of Section 15-315 of the Land Use Ordinance and that the final arrangement is such that 1/3 rd of the street trees retained and/or proposed for this purpose are evergreen.
Staff, PB	7. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in PDF format and shall include a base map of the whole project and all separate plan sheets. As-built PDF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.

Staff, PB	8. Per Section 15-263.1, that the developer shall include a detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for each stormwater BMP in the development, performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting documentation shall be submitted to Town engineer and Stormwater Utility staff for approval prior to construction plan approval.
Staff, PB	9. That, prior to issuance of a CO, a final plat, or the certification of a stormwater BMP, the applicant shall submit a performance security to be posted and held by the Town for a period of two years per the provisions of Section 15-263(i).
Staff, PB	10. That the developer provide a written statement from the electrical utility stating that electric service can be provided to all locations shown on the construction plans prior to the approval of the construction plans;
Staff, PB	11. That fire flow calculations must be submitted and approved by the Town Engineer and Town Fire Department prior to construction plan approval.
Staff, PB	12. That the applicant must submit a voluntary annexation request and that the town must approve the annexation thereby bringing the property into the Town's municipal limits prior to the recording a final plat for the project.
Staff, PB	13. That the applicant receive(s) CAPS from the Chapel Hill-Carrboro City Schools district pursuant to Article IV, Part 4 of the Carrboro Land Use Ordinance prior to construction plan approval.
Staff, PB	14. That, prior to final plat approval, the Homeowner's declarations and covenants shall satisfy the applicable provisions of the Land Use Ordinance subject to review and approval of the Town Attorney.

ADVISORY BOARD COMMENTS / RECOMMENDATIONS	
Additional Advisory Board Comments & Recommendations:	<i>Explanation: Comments and recommendations solely from advisory boards follow. If a comment involves LUO interpretation, then the applicable LUO section(s) are noted parenthetically. Otherwise, the Board may wish to consider comments in the context of public health, safety, or welfare findings. Staff generally does not endorse nor refute comments from advisory boards.</i>
Recommended by	Recommendations
Planning Board	<ol style="list-style-type: none"> 1. Connectivity – request to pursue easement to allow multi-use path to be extended to the north to connect with Hogan Hills Road and to the southeast to connect with the Lake Hogan Farms neighborhood trail system. 2. That street connectivity included the full connection of Blocker Drive, without bollards. 3. Ensure that staff recommendation #1 references the correct number of units for the payment in lieu (11.3 v. 11). 4. Appreciates the project voluntarily providing stormwater control measures in excess of the Town’s required controls. 5. Appreciates that the units are smaller in size and less expensive.

<p>Affordable Housing Advisory Committee</p>	<p>At its April 19, 2023 meeting, the Affordable Housing Advisory Commission (AHAC) discussed the SUP-A for the Jade Creek subdivision and provided support for approval.</p> <p>Although, the AHAC would have liked to have seen more affordable units in the subdivision, the AHAC appreciated the developer’s receptiveness to striving to add affordable units to Jade Creek and to further support the Town’s affordable housing goals through the payment in lieu.</p> <p>It was noted that the subdivision supported the Town’s adopted comprehensive plan, Carrboro Connects, by increasing the number of permanently affordable units for ownership and utilizing the land trust model:</p> <p>Goal 1: Increase the number of homeownership units that are permanently affordable with targeted strategies to serve households earning 80% of Area Median Income (AMI) or below with priority to historically disadvantaged households.</p> <p>Strategy 1.1: Increase development of for-sale affordable housing units for households earning up to 80% of AMI.</p> <p>Strategy 1.3: Support and build upon the land trust model and investigate other examples to acquire as well as keep housing permanently affordable, such as cooperative housing.</p> <p>The AHAC also recognized that the developer’s affordable housing proposal (new units plus payment in lieu) meets the Town’s affordable housing expectation in the Land Use Ordinance, conditional upon allocating 15% of the total number of units for affordable housing, or upon providing and payment in lieu of affordable units. Additionally, the approach of blending the affordable units within the neighborhood and offering larger units to accommodate larger households is much appreciated.</p>
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<p>Stormwater Advisory Committee</p>	<ol style="list-style-type: none"> 1. Consider discharging treated water from stormwater wetland by means of structure (e.g., level spreader) to provide sheetflow through vegetated buffer. 2. The SWAC strongly supports the applicant’s approach for providing a low impact option for the recreational space that will minimize stormwater runoff, retain canopy trees currently in place, and alleviate concerns from neighbors regarding parking and traffic. Further, the SWAC strongly discourages any impermeable surface, such as a pickleball court, for that space which would generate runoff and which would require additional parking spaces. 3. In agreement with statements made at joint review, commit to providing SCM maintenance access, maintenance plan documentation, and installing educational signage on SCM propose and requirements. 4. Appreciate applicant’s commitment to avoid paved path through wetland, using stormwater wetlands, use of small lots outside of stream buffer, commitment to managing to 100-year storm (above town stormwater requirements), and use of native plants in canopy and understory layer.
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TOWN OF CARRBORO

Planning Board

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

THURSDAY, APRIL 13, 2023

SPECIAL USE PERMIT-A – JADE CREEK ARCHITECTURALLY INTEGRATED SUBDIVISION

The Planning Board recommends that the Town Council approve the special use permit with the staff recommendations, along with the following additional comments:

Connectivity – request to pursue easement to allow multi-use path to be extended to the north to connect with Hogan Hills Road and to the southeast to connect with the Lake Hogan Farms neighborhood trail system.

That street connectivity includes the full connection of Blocker Drive, without bollards.

Ensure that the staff recommendation #1 references the correct number of units for the payment in lieu (11.3 v. 11).

Appreciates the project voluntarily providing stormwater control measures in excess of the Town's required controls.

Appreciates that the units are smaller in size and less expensive.

Motion was made by Clinton and seconded by Gaylord-Miles.

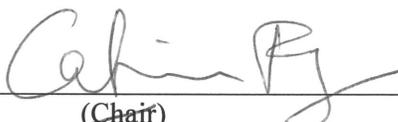
VOTE:

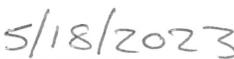
AYES: (Foushee, Gaylord-Miles, Poulton, Clinton, Fray)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (Mangum, Sinclair, Amina)


(Chair)
Vice Chair


(Date)



TOWN OF CARRBORO

NORTH CAROLINA
WWW.CARRBORONC.GOV

MEMORANDUM

TO: Tina Moon, Planning Administrator
FROM: Anne-Marie Vanaman, Interim Housing and Community Services Director
DATE: May 18, 2023
SUBJECT: SUP-A for the Jade Creek Architecturally Integrated Subdivision at 8522 Old NC Hwy 86

At its April 19, 2023 meeting, the Affordable Housing Advisory Commission (AHAC) discussed the SUP-A for the Jade Creek subdivision and provided support for approval.

Although, the AHAC would have liked to have seen more affordable units in the subdivision, the AHAC appreciated the developer's receptiveness to striving to add affordable units to Jade Creek and to further support the Town's affordable housing goals through the payment in lieu.

It was noted that the subdivision supported the Town's adopted comprehensive plan, [Carrboro Connects](#), by increasing the number of permanently affordable units for ownership and utilizing the land trust model:

Goal 1: Increase the number of homeownership units that are permanently affordable with targeted strategies to serve households earning 80% of Area Median Income (AMI) or below with priority to historically disadvantaged households.

Strategy 1.1: Increase development of for-sale affordable housing units for households earning up to 80% of AMI.

Strategy 1.3: Support and build upon the land trust model and investigate other examples to acquire as well as keep housing permanently affordable, such as cooperative housing.

The AHAC also recognized that the developer's affordable housing proposal (new units plus payment in lieu) meets the Town's affordable housing expectation in the Land Use Ordinance, conditional upon allocating 15% of the total number of units for affordable housing, or upon providing and payment in lieu of affordable units. Additionally, the approach of blending the affordable units within the neighborhood and offering larger units to accommodate larger households is much appreciated.



TOWN OF CARRBORO

Stormwater Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MAY 3, 2023

Jade Creek SUP

Motion was made by Jeanette O'Connor and seconded by Michael Paul that the SWAC recommends that the Town Council ask applicant to consider the following comments:

- 1) Consider discharging treated water from stormwater wetland by means of structure (e.g., level spreader) to provide sheetflow through vegetated buffer;
- 2) The SWAC strongly supports the applicant's approach for providing a low impact option for the recreational space that will minimize stormwater runoff, retain canopy trees currently in place, and alleviate concerns from neighbors regarding parking and traffic. Further, the SWAC strongly discourages any impermeable surface, such as a pickleball court, for that space which would generate runoff and which would require additional parking spaces;
- 3) In agreement with statements made at joint review, commit to providing SCM maintenance access, maintenance plan documentation, and installing educational signage on SCM purpose and requirements;
- 4) Appreciate applicant's commitment to avoid paved path through wetland, using stormwater wetlands, use of small lots outside of stream buffer, commitment to managing to 100-year storm (above town stormwater requirements), and use of native plants in canopy and understory layer.

VOTE:

AYES: (7)

ABSENT/EXCUSED: (0)

NOES: (0)

ABSTENTIONS: (0)

Associated Findings

By a unanimous show of hands, the SWAC membership also indicated that no members have any financial interests that would pose a conflict of interest to the approval of this recommendation.


(Chair)

5/3/2023

(Date)



Agenda Item Abstract

File Number: 23-162

Agenda Date: 5/23/2023
In Control: Town Council
Version: 1

File Type: Agendas

Public Hearing on Land Use Ordinance Text Amendments Relating to Attendance for Board and Commission Members

PURPOSE: The purpose of this agenda item is for the Town Council to hold a public hearing to consider amendments to the Land Use Ordinance to revise notification associated with attendance requirements.

DEPARTMENT: Planning

CONTACT INFORMATION: Trish McGuire, Planning Director, pmcguire@carrboronc.gov
<<mailto:pmcguire@carrboronc.gov>>, 919-918-7327

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Other

The Town Council has maintained guidelines and procedures associated with board appointments and meetings for some time. In March 2023, the Town Council directed staff to update notification processes associated with attendance requirements. Pocket questions related to these changes in the Town Code and related procedures are included in *Attachment E*.

INFORMATION:

A draft ordinance has been prepared in response to Town Council direction (*Attachment B*) amending provisions of Chapter 15, Article III, Administrative Mechanisms. The full text of Article III is included as *Attachment C*.

The draft ordinance removes a provision that provides for board and commission chairs to allow flexibility in the removal of members who do not meet the attendance requirements. The draft ordinance makes these changes to Land Use Ordinance provisions for the following boards and commissions:

Planning Board, Northern Transition Area Advisory Commission, Environmental Advisory Board, Appearance Commission, and Board of Adjustment.

The draft ordinance was referred for Orange County and advisory board review. Comments from Orange County and the Planning Board are attached (*Attachment D*). The Appearance Commission did not make any comments. The Northern Transition Area Advisory Commission is meeting on May 21st and if the review is completed, comments will be provided at the public hearing. The Board of Adjustment has not met since the item was referred for review and the Environmental Advisory Board has not met quorum to meet during this time.

Parallel changes to similar provisions in the Town Code and the Rules of Procedure for advisory boards and commissions are included in the agenda for the May 23rd meeting.

FISCAL IMPACT: There are no fiscal impacts associated with this proposed amendment.

RECOMMENDATION: The Town Manager recommends that the Town Council consider approval of the

resolution of consistency and the draft ordinance (*Attachments A and B*) related to attendance for board and commission members.

A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE TOWN COUNCIL’S REASONS FOR ADOPTING AN AMENDMENT TO THE TEXT OF THE CARRBORO LAND USE ORDINANCE (NCGS 160A-383)

WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: An Ordinance Amending the Carrboro Land Use Ordinance to Modify Attendance Requirements for Boards and Commissions

NOW, THEREFORE, the Town Council of the Town of Carrboro Hereby Resolves:

Section 1. The Council has reviewed the draft amendment to the text of the Land Use Ordinance and concludes that the proposed amendment is:

_____ *Consistent* with the provisions of Section 15-2 which specify the authority granted to the Town through state enabling legislation and require the Land Use Ordinance to remain aligned with the North Carolina General Statutes, and;

_____ *Inconsistent* with current adopted plans. The proposed action is inconsistent with the comprehensive plan for the following reason(s):

Or;

_____ *Inconsistent* with current adopted plans; however, because of the following changed circumstance(s), the Council’s approval shall also be deemed an amendment to the existing adopted plan, _____, as described below:

Changed circumstance(s):

Amendment to the current adopted plan:

AN ORDINANCE AMENDING THE LAND USE ORDINANCE TO MODIFY
ATTENDANCE REQUIREMENTS FOR BOARDS AND COMMISSIONS

****DRAFT 4-10-2023****

THE CARRBORO TOWN COUNCIL ORDAINS:

Section 1. Section 15-21 (Appointment and Terms of Planning Board Members) of the Carrboro Land Use ordinance is amended by revising subdivision (e)(2) to read as follows:

(2) Members shall be removed if they are absent for three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve month period. The town clerk shall send a removal notice to the member within ten days of the determination that the attendance requirements have not been met. This removal shall be effective on the date of such notice.

Section 2. Section 15-29(Appointment and Terms of Board of Adjustment) is amended by revising subdivision (d)(2) to read as follows:

(2) Members shall be removed if they are absent for three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve month period. The town clerk shall send a removal notice to the member within ten days of the determination that the attendance requirements have not been met. This removal shall be effective on the date of such notice.

Section 3. Section 15-42 (Appointment and Terms of Appearance Commission) is amended by revising subdivision (c)(2) to read as follows:

(2) Members shall be removed if they are absent for three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve month period. The town clerk shall send a removal notice to the member within ten days of the determination that the attendance requirements have not been met. This removal shall be effective on the date of such notice.

Section 4. Section 15-45 (Appointment and Terms of Environmental Advisory Board) is amended by revising subdivision (c)(2) to read as follows:

(2) Members shall be removed if they are absent for three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve month period. The town clerk shall send a removal notice to the member within ten days of the determination that the attendance requirements have not been met. This removal shall be effective on the date of such notice.

Section 5. This ordinance shall become effective upon adoption.

ARTICLE III

ADMINISTRATION MECHANISMS

PART I. PLANNING BOARD

Section 15-21 Appointment and Terms of Planning Board Members.

(a) There shall be a planning board consisting of eleven members. Nine members appointed by the Town Council, shall reside within the town. One member, appointed by the Orange County Board of Commissioners, shall reside within the town's extraterritorial planning area. One member, appointed by the Orange County Board of Commissioners, shall reside within the town's joint planning transition area. If the Orange County Board fails to make these appointments within ninety days after receiving a resolution from the Town Council requesting that they be made, the Town Council may make them. **(AMENDED 5/26/81; 5/27/86; 11/14/88; 9/13/94; 4/25/06; 6/22/21)**

(a1) To ensure proportional representation, the number of ETJ representatives on the planning board shall be based on the population for residents within the town's extraterritorial planning area. The population estimates for this calculation shall be updated no less frequently than after each decennial census, and pursuant to G.S. 160D-307, board representation adjusted as needed to maintain proportionality. **(AMENDED 6/22/21)**

(b) Planning board members shall be appointed for three year staggered terms, but members may continue to serve until their successors have been appointed. Vacancies shall be filled for the unexpired terms only. **(AMENDED 5/27/86; 11/14/88; 4/25/06)**

(c) The term of one of the new in-town members shall expire January 31, 2009 (this seat replaces the vacant seat of an ETJ member whose term would have expired on that date) and the term of the other new in-town member shall expire January 31, 2007 (this seat replaces the vacant seat of a transition area member whose term would have expired on that date). **(AMENDED 4/25/06)**

(d) All members may participate in and vote on all issues before the board, regardless of whether the issue affects property within the town or within the extraterritorial planning area.

(e) Members may be removed as follows: **(AMENDED 5/27/86)**

- (1) The chair shall file or cause to be filed with the town clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) Unless the chair waives the requirement, members shall be removed if they are absent for three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The town clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have ten days after receipt of such notice to waive the removal. If the chair fails to notify the town clerk in writing within ten days after receipt of such notice that the automatic removal requirement

Art. III ADMINISTRATION MECHANISMS

should be waived, the town clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.

- (3) Members may also be removed by the appointing authority, after a hearing, for any good cause related to performance of duty.

Section 15-22 Meetings of the Planning Board.

(a) The planning board shall establish a regular meeting schedule and shall meet frequently enough so that it can take action in conformity with Section 15-66 (Applications to be Processed Expeditiously).

(b) The board shall conduct its meetings so as to obtain necessary information and to promote the full and free exchange of ideas to assist with the preparation of advisory comments and recommendations for the Town Council and board of adjustment, or as otherwise directed by the Council. **(REWRITTEN 6/22/21)**

(c) Minutes shall be kept of all board procedures and the vote of every member on each issue shall be recorded.

(d) All board meetings shall be open to the public, and whenever feasible the agenda for each board meeting shall be made available in advance of the meeting.

(e) Whenever the board is called upon to make recommendations concerning a special use permit-A request, special use permit-B request, or a minor zoning amendment proposal, the planning staff shall post on or near the subject property one or more notices that are sufficiently conspicuous in terms of size, location, and content to provide reasonably adequate notice to potentially interested persons of the matter that will appear on the board's agenda at a specified date and time. Such notice(s) shall be posted at least seven days prior to the meeting at which the matter is to be considered.

Section 15-23 Quorum and Voting.

(a) A quorum for the planning board shall consist of six members if there are no vacant seats, five members if there are one or two vacant seats, and four members if there are more than two vacant seats. A quorum is necessary for the board to take official action.

(b) All actions of the planning board shall be taken by majority vote, a quorum being present.

(c) A roll call vote shall be taken upon the request of any member.

Section 15-24 Planning Board Officers.

(a) The planning board shall designate one of its members to serve as chair, one member to serve as first vice-chair and one member to serve as second vice-chair. These officers shall be

Art. III ADMINISTRATION MECHANISMS

selected annually at the board's first regular meeting in February and shall serve for terms of one year unless their terms of appointment to the board sooner expire. A member may be selected to serve as chair for not more than two consecutive full one-year terms. Vacancies shall be filled for the unexpired terms only. **(AMENDED 1/10/84; 1/27/09)**

(b) The chair, first vice-chair and second vice-chair may take part in all deliberations and vote on all issues. **(AMENDED 1/27/09)**

Section 15-25 Powers and Duties of the Planning Board.

(a) The planning board may:

- (1) Make studies and recommend to the Town Council plans, goals and objectives relating to the growth, development and redevelopment of the town and the surrounding extraterritorial planning area.
- (2) Develop and recommend to the Town Council policies, ordinances, administrative procedures and other means for carrying out plans in a coordinated and efficient manner.
- (3) Make recommendations to the Town Council concerning proposed special use permits-A, and proposed land use ordinance and zoning map changes as provided by Section 15-57 and 15-322.
- (4) Make recommendations to the board of adjustment concerning proposed special use permits-B as provided by Section 15-56. **(AMENDED 6/22/21)**
- (5) Perform any other duties assigned by the Town Council.

(b) The planning board may adopt rules and regulations governing its procedures and operations not inconsistent with the provisions of this chapter.

Section 15-26 Advisory Committees. **(AMENDED 10/24/06)**

(a) From time to time, the Town Council may appoint one or more individuals to assist the planning board to carry out its planning responsibilities with respect to a particular subject area. By way of illustration, without limitation, the Town Council may appoint advisory committees to consider long range transportation plans, including pedestrian and bicycle plans, housing plans, economic development plans, etc.. **(AMENDED 6/22/21)**

(b) Members of such advisory committees shall sit as nonvoting members of the planning board when such issues are being considered and shall lend their talents, energies, and expertise to the planning board. However, all formal recommendations to the Town Council shall be made by the planning board.

Art. III ADMINISTRATION MECHANISMS

(c) Nothing in this section shall prevent the Town Council from establishing independent advisory groups, committees, or commissions to make recommendations on any issue directly to the Town Council.

(d) If an advisory committee provides direct advice to the Town Council (i.e. it does not report to the planning board), a member of that board shall not vote on recommendations regarding any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship. **(REWRITTEN 6/22/21)**

Section 15-27 Northern Transition Area Advisory Committee. (AMENDED 5/25/99)

(a) There shall be a Northern Transition Area Advisory Committee consisting of five members, three appointed by the Orange County Board of Commissioners and two by the Town Council. If the Board of Commissioners fails to make these appointments within ninety days after receiving a resolution from the Town Council requesting that they be made, the Town Council may make them. All members shall be residents of the Northern Transition Area. For the purposes of this section, the Northern Transition Area shall include those unannexed portions of the Northern Study Area. The Northern Study Area is defined as follows:

The boundaries of this area are Carrboro's joint planning jurisdiction line to the north and Carrboro's Town limits to the south. The Carrboro/Chapel Hill joint planning jurisdiction line serves as the boundary to the east. It begins north of Eubanks Road, follows Rogers Road to Homestead, then proceeds southwest on Homestead Road to High School Road and finally turns south and east to the railroad right-of-way. A primary ridge line serves as the northwest boundary line just east of Union Grove Church Road down to Dairyland Road, where the road serves as the boundary heading southeast until it intersects, and Old NC 86 serves as the boundary then turning southeast and running along Hillsborough Road to Greensboro Street.

(b) Members of the committee shall be appointed for three year staggered terms, but members may continue to serve until their successors have been appointed. Initially the terms of all membership seats on the committee shall expire on January 31, 2000. Thereafter, one county appointee and one town appointee shall be appointed for three-year terms, one county appointee and one town appointee shall be appointed for two-year terms, and one county appointee shall be appointed for a term of one year. All members shall thereafter be appointed for terms of three years but shall be limited to no more than two consecutive three-year terms.

(c) The same provisions that govern the removal of planning board members (Subsection 15-21(e)) shall apply to committee members.

(d) The committee shall establish a regular meeting schedule. Minutes shall be kept of all meetings.

Art. III ADMINISTRATION MECHANISMS

(e) A quorum for the committee shall consist of three members. A quorum is necessary for the committee to take official action.

(f) All actions of the committee shall be taken by majority vote, a quorum being present.

(g) The committee shall designate one of its members to serve as chair and one member to serve as vice-chair. These officers shall be selected annually at the committee's first regular meeting in February and shall serve for terms of one year unless their terms of appointment to the committee sooner expire. A member may be selected to serve as chair for not more than two consecutive full one-year terms. Vacancies shall be filled for the unexpired terms only. The chair and vice-chair may take part in all deliberations and vote on all issues. **(AMENDED 01/27/09)**

(h) The committee shall have the following powers and duties:

(1) Review zoning amendment requests and special use permit applications for developments within the Northern Transition Area and make advisory recommendations on the same to the board of adjustment or Town Council, respectively. **(AMENDED 6/22/21)**

(2) Initiate studies related to the special character of the Northern Study Area.

a) Inventory of areas of cultural, archaeological, or historical significance.

b) Inventory of open space character and scenic qualities.

c) Inventory of agricultural uses

1. Land in Use Value

a. Horticultural

b. Agricultural

c. Timber

2. Farming as business

a. Large field crops

b. Metro farms, specialty crops

d) Inventory of biological value

1. Tree species diversity, exceptional tracts of forest land

2. Rare occurrences (i.e. Upland Depression Swamp)

3. Wildlife

a. Audubon annual bird count

Art. III ADMINISTRATION MECHANISMS

b. Deer population

- (3) Use the studies above as the basis of its development of, and recommendations for, additional policies, objectives, goals, plans, ordinances, and administrative actions that will preserve and enhance that special character and relate to its growth. **(AMENDED 6/22/21)**
- (4) Develop and recommend to the Town Council policies, ordinances, administrative procedures and other means for carrying out plans in an efficient and coordinated manner.
- (5) Track and review other studies and plans that will have an impact on the Northern Study Area – including those of the Chapel Hill Town Council, The Orange County Board of County Commissioners and their appointed committees – and give feedback to the originating governing body.
- (6) Meet annually with the Carrboro Planning Board for a joint planning session.
- (7) Submit regular reports to the Orange County Board of Commissioners.
- (8) Perform other duties as assigned by the Town Council.

Section 15-28 Reserved.

*Art. III ADMINISTRATION MECHANISMS***PART II. BOARD OF ADJUSTMENT****Section 15-29 Appointment and Terms of Board of Adjustment. (AMENDED 12/4/18)**

(a) There shall be a board of adjustment consisting of nine members. Seven members, appointed by the Town Council, shall reside within the town. One member, appointed by the Orange County Board of Commissioners, shall reside within the town's extraterritorial planning area. One member, appointed by the Orange County Board of Commissioners, shall reside within the town's joint planning transition area. If, despite good faith efforts, residents of the extraterritorial planning and joint planning transition areas cannot be found to fill the seats reserved for residents of such area, then the Orange County Board of Commissioners may appoint other residents of the county (including residents of the Town of Carrboro) to fill these seats. If the Orange County Board of Commissioners fails to make these appointments within ninety days after receiving a resolution from the Town Council requesting that they be made, the Town Council may make them. **(AMENDED 5/26/81; 5/27/86; 11/14/88)**

(a1) To ensure proportional representation, the number of ETJ representatives on the board of adjustment shall be based on the population for residents within the town's extraterritorial planning area. The population estimates for this calculation shall be updated no less frequently than after each decennial census, and pursuant to G.S. 160D-307, board representation adjusted as needed to maintain proportionality. **(AMENDED 6/22/21)**

(b) Board of adjustment members shall be appointed for three-year staggered terms, but members may continue to serve until their successors have been appointed. The terms of all seats on the board of adjustment on the effective date of this subsection (whether filled or vacant) shall expire on January 31, 1987. Effective February 1, 1987, two in-town residents and one extraterritorial area resident shall be appointed for one-year terms, two in-town residents and one extraterritorial area resident shall be appointed for two-year terms, and three in-town residents shall be initially appointed for three-terms. Effective July 1, 1988, one joint planning transition area resident shall be appointed to fulfill the remaining term of one extraterritorial planning area resident. Vacancies may be filled for the unexpired terms only. **(AMENDED 5/27/86; 11/14/88)**

(c) All members may participate in and vote on all issues before the board, regardless of whether the property involved is located within the town, within the extraterritorial planning area, or within the joint planning transition area. **(AMENDED 11/14/88)**

(d) Members may be removed as follows: **(AMENDED 5/27/86)**

- (1) The chair shall file or cause to be filed with the town clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) Unless the chair waives the requirement, members shall be removed if they are absent for three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve month period. The town clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have ten days after receipt of such notice to

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waive the removal. If the chair fails to notify the town clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the town clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.

- (3) Members may also be removed by the appointing authority, after a hearing, for any good cause related to performance of duty.

(e) Members of the Town Council shall be administered an oath of office as prescribed by Section 3-25(c) and (d) of the Town Code. **(AMENDED 10/09/90)**

Section 15-30 Meetings of the Board of Adjustment.

(a) The board of adjustment shall establish a regular meeting schedule and shall meet frequently enough so that it can take action in conformity with Section 15-66 (Applications to be Processed Expeditiously).

(b) The chair or vice chair of the board may call a special meeting by signing a written statement stating the time, place, and reason for the meeting. The staff shall notify the remaining members as soon as possible thereafter by whatever means appear most reasonably calculated to effect such notice. **(AMENDED 10/24/89)**

(c) The board shall conduct its meetings in accordance with the quasi-judicial procedures set forth in Articles IV, V, and VI.

(d) All meetings of the board shall be open to the public, and whenever feasible the agenda for each board meeting shall be made available in advance of the meeting.

Section 15-31 Quorum.

(a) A quorum for the board of adjustment shall consist of the number of members equal to a majority of the non-vacant seats on the board, but in no case shall a quorum consist of less than four members. A quorum is necessary for the Board to take official action. **(AMENDED 12/16/86)**

(b) A member who has withdrawn from the meeting without being excused as provided in Section 15-32 shall be counted as present for purposes of determining whether a quorum is present.

Section 15-32 Voting.

(a) The concurring vote of a four-fifths majority of members of the board present at a meeting and not excused from voting (a quorum being present) shall be necessary to grant a variance. All other actions of the board, including decisions relating to appeals and special use permits, shall be taken by majority vote, a quorum being present. If a motion to grant a variance is not made or fails to receive the four-fifths vote necessary for adoption, then a motion to deny the variance shall be in order. This motion is adopted as the board's decision if support by at least two members. **(AMENDED 5/26/81; 10/25/83; 10/21/14)**

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(b) Once a member is physically present at a board meeting, any subsequent failure to vote shall be recorded as an affirmative vote unless the member has been excused in accordance with subsection (c) or (d) or has been allowed to withdraw from the meeting in accordance with subsection (e). **(AMENDED 10/24/06)**

(c) A member shall not participate in or vote on any quasi-judicial matter if that member's participation would violate affected persons' constitutional rights to an impartial decision maker. Impermissible conflicts include, but are not limited to,

- (1) a member having a fixed opinion prior to hearing the matter that is not susceptible to change,
- (2) undisclosed ex parte communications,
- (3) a close familial, business, or other associational relationship with an affected person, or
- (4) a financial interest in the outcome of the matter.

If an objection is raised to a member's participation and that member does not recuse themselves, the remaining members shall by majority vote rule on the objection.

(d) A member may be excused from voting on a particular issue by majority vote of the remaining members present under the following circumstances:

- (1) If the matter at issue involves the member's own official conduct; or
- (2) If participation in the matter might violate the letter or spirit of a member's code of professional responsibility.

(e) A member may be allowed to withdraw from the entire remainder of a meeting by majority vote of the remaining members present for any good and sufficient reason other than the member's desire to avoid voting on matters to be considered at that meeting.

(f) A motion to allow a member to be excused from voting or excused from the remainder of the meeting is in order if made by or at the initiative of the member directly affected or to decide an objection to a member's participation at or prior to a hearing. **(REWRITTEN 6/22/21)**

(g) A roll call vote shall be taken upon the request of any member.

*Art. III ADMINISTRATION MECHANISMS***Section 15-33 Board of Adjustment Officers.**

(a) The Board of Adjustment shall designate one of its members to serve as chair and one member to serve as vice- chair. These officers shall be selected annually at the board's first regular meeting in February and shall serve for terms of one year unless their terms of appointment to the board sooner expire. A member may be selected to serve as chair for not more than two consecutive full one-year terms. Vacancies shall be filled for the unexpired terms only. **(AMENDED 5/26/81; 1/10/84; 2/20/90; 1/27/09)**

(b) The chair and vice-chair may take part in all deliberations and vote on all issues.

Section 15-34 Powers and Duties of Board of Adjustment.

(a) The board of adjustment shall hear and decide:

- (1) Appeals from any order, decision, requirement, or interpretation made by the administrator, as provided in Section 15-91.
- (2) Applications for special use permits-B, as provided in Subsection 15-46(a).
- (3) Applications for variances, as provided in Section 15-92.
- (4) Applications for special exception permits, as provided in Section 15-92.1. **(AMENDED 6/21/94)**
- (5) Questions involving interpretation of the zoning map, including disputed district boundary lines and lot lines, as provided in Section 15-93.
- (6) Applications for major subdivisions containing between five and twelve lots. **(AMENDED 7/21/87)**
- (7) Any other matters the board is required to act upon by any other town ordinance.
- (8) Questions involving administrative determinations as provided in Subsection 15-93.1. **(AMENDED 6/22/21)**

(b) The board may adopt rules and regulations governing its procedures and operations not inconsistent with the provisions of this chapter.

Section 15-35 through 15-36 Reserved.

*Art. III ADMINISTRATION MECHANISMS***PART III. LAND USE ADMINISTRATOR AND PLANNING DIRECTOR****Section 15-37 Land Use Administrator. (AMENDED 6/22/21)**

Except as otherwise specifically provided, primary responsibility for administering and enforcing this chapter may be assigned to one or more individuals by the town manager. The person or persons to whom these functions are assigned shall be referred to in this chapter as the “land use administrator” or “administrator.” The term “staff” or “planning staff” is sometimes used interchangeably with the term “administrator”.

Pursuant to G.S. 160D-109(c), no staff member shall make a final decision on an administrative decision required by this chapter if the outcome of that decision would have a direct, substantial, and readily identifiable financial impact on the staff member or if the applicant or other person subject to that decision is a person with whom the staff member has a close familial, business, or other associational relationship. If a staff member has a conflict of interest under this section, the decision shall be assigned to the supervisor of the staff person or such other staff person as may be designated by the development regulation or other ordinance.

No staff member shall be financially interested or employed by a business that is financially interested in a development subject to regulation under this chapter unless the staff member is the owner of the land or building involved. No staff member or other individual or an employee of a company contracting with a local government to provide staff support shall engage in any work that is inconsistent with their duties or with the interest of the Town, as determined by the Town.

Section 15-38 Planning Director.

(a) The planning director is the administrative head of the planning department. As provided in Section 15-78, the planning director is authorized to approve minor subdivision final plats.

(b) The planning director may correct typographical errors, numerical reference errors, spelling errors, and errors in section or page numbering, and may make other non-substantive editorial changes to the text of this ordinance without formal adoption by the Town Council, provided that the changes necessary to correct such errors do not change the meaning of the ordinance. Any corrections made pursuant to this section must be documented to the Town Council and the Town Clerk and made a part of the council’s regular meeting minutes. (AMENDED 9/01/87; 6/22/21)

Section 15-39 Reserved.

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PART IV. TOWN COUNCIL

Section 15-40 The Town Council. (REWRITTEN 6/22/21)

(a) The Town Council, in considering special use permit-A applications, acts in a quasi-judicial capacity and, accordingly, is required to observe the procedural requirements set forth in Articles IV and VI of this chapter.

Members of the Town Council shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to:

- (1) A member having a fixed opinion prior to hearing the matter that is not susceptible to change,
- (2) Undisclosed ex parte communications,
- (3) A close familial, business, or other associational relationship with an affected person, or
- (4) A financial interest in the outcome of the matter.

(b) In considering proposed changes in the text of this chapter or in the zoning map, the Town Council acts in its legislative capacity and must proceed in accordance with the requirements of Article XX.

(c) Unless otherwise specifically provided in this chapter, in acting upon special use permit-A requests or in considering amendments to this chapter or the zoning map, the council shall follow the quorum, voting, and other requirements set forth in Chapter 2 of the Town Code.

Section 15-41 Reserved.

*Art. III ADMINISTRATION MECHANISMS***PART V. APPEARANCE COMMISSION****Section 15-42 Appointment and Terms of Appearance Commission.**

(a) There shall be an appearance commission consisting of nine members. Seven members, appointed by the Town Council, shall reside within the town. One member, appointed by the Orange County Board of Commissioners, shall reside within the town's extraterritorial planning area. One member, appointed by the Orange County Board of Commissioners, shall reside within the town's joint planning transition area. If, despite good faith efforts, residents of the extraterritorial planning and joint planning transition areas cannot be found to fill the seats reserved for residents of such area, then the Orange County Board of Commissioners may appoint other residents of the county (including residents of the Town of Carrboro) to fill these seats. If the Orange County Board of Commissioners fails to make these appointments within ninety days after receiving a resolution from the Town Council requesting that they be made, the Town Council may make them. **(REWRITTEN 6/22/21)**

(a1) To ensure proportional representation, the number of ETJ representatives on the board of adjustment shall be based on the population for residents within the town's extraterritorial planning area. The population estimates for this calculation shall be updated no less frequently than after each decennial census, and pursuant to G.S. 160D-307, board representation adjusted as needed to maintain proportionality. **(REWRITTEN 6/22/21)**

(b) Appearance commission members shall be appointed for three-year staggered terms, but members may continue to serve until their successors have been appointed. The terms of all seats on the appearance commission on the effective date of this subsection (whether filled or vacant) shall expire on January 31, 1987. Effective February 1, 1987, three members shall be initially appointed for three-year terms, three members for two-year terms, and three members for one-year terms. Vacancies shall be filled for the unexpired terms only. **(AMENDED 5/27/86)**

(c) Members may be removed as follows: **(AMENDED 5/27/86)**

- (1) The chair shall file or cause to be filed with the town clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) Unless the chair waives the requirement, members shall be removed if they are absent for three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve month period. The town clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have ten days after receipt of such notice to waive the removal. If the chair fails to notify the town clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the town clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.
- (3) Members may also be removed by the appointing authority, after a hearing, for any good cause related to performance of duty.

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(d) In making appointments to the commission, the Town Council shall seek to appoint persons with impartial and broad judgment, and when possible, persons with training or experience in a design profession. As wide a range of community interests as possible should be represented on the commission. The Town Council shall seek to appoint at least one person who lives in a neighborhood preservation district, one person who lives in an historic preservation district, and three persons who have demonstrated special interest, experience, or education in history, architecture, or related fields. **(AMENDED 9/26/89, 11/21/95)**

(d1) Whenever a historic district is designated, subject to the provisions of Section 15-338 of this chapter, in the town's extraterritorial planning area, the Town Council shall appoint persons residing in the town's extraterritorial planning area to serve on the Appearance Commission to provide proportional representation as required by G.S. 160D-307. **(AMENDED 6/22/21)**

(e) Members of the Appearance Commission shall be administered an oath of office as prescribed by Section 3-35(c) and (d) of the Town Code. **(AMENDED 10/10/90)**

Section 15-43 Organization and Meetings of Appearance Commission.

(a) The appearance commission shall establish a regular meeting schedule and shall meet frequently enough so that it can take action in conformity with section 15-66 (Applications to be Processed Expeditiously).

(b) Since the commission has only advisory authority, it need not conduct its meetings strictly in accordance with the quasi-judicial procedures set forth in Articles IV and VI except when, pursuant with subsection 15-43(f), the commission is acting in its capacity as the historic district commission in accordance with Article XXI. However, it shall conduct its meetings so as to obtain necessary information and to promote the full and free exchange of ideas. **(AMENDED 6/22/21)**

(c) Minutes shall be kept of all board procedures and the vote of every member on each issue shall be recorded.

(d) All commission meetings shall be open to the public, and whenever feasible, the agenda for each board meeting shall be available in advance of the meeting.

(e) A quorum shall be present for the commission to take official action, and all actions shall be taken by majority vote. A quorum shall consist of four members if all seats on the Appearance Commission are filled and three members if there are one or more vacancies on the board. **(AMENDED 6/25/19)**

(f) The appearance commission shall select one of its members to serve as chair and one member to serve as vice-chair when the commission exercises the powers and duties of the appearance commission. The appearance commission shall select one of its members to serve as chair and one member to serve as vice-chair when exercising the powers and duties of the neighborhood preservation district commission or the historic district commission. The commission may, but need not, choose the same members to serve as officers in these two different

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capacities. These officers will be chosen annually at the commission's first meeting in March and shall serve for terms of one year unless their terms of appointment to the commission sooner expire. Vacancies shall be filled for the unexpired term only. A member may be selected to serve as chair in either capacity for not more than two consecutive full one-year terms. The chairman and vice-chairman may take part in all deliberations and vote on all issues. **(AMENDED 1/10/84; 9/26/89; 11/21/95; 1/27/09)**

Section 15-44 Powers and Duties of Appearance Commission.

- (a) The appearance commission may:
- (1) Initiate, promote, and assist in the implementation of programs for general community beautification within the town's planning jurisdiction.
 - (2) Seek to coordinate the activities of individuals, agencies, organizations and groups, public and private, whose plans, activities and programs bear upon the appearance of the town and its environs.
 - (3) Direct the attention of the mayor and the Board of Aldermen to ways in which the town government may take direct action affecting the appearance of the town and its environs.
 - (4) Make recommendations upon any permit or other item referred to the commission by the Town Council, planning board, board of adjustment, or administrator. Without limiting the generality of the foregoing, the commission's recommendations regarding development permit applications may address the appearance or design of proposed development projects. **(AMENDED 6/27/06).**
 - (5) Appoint subcommittees (consisting of commission members) or advisory groups (consisting of commission members, persons who are not commission members or any combination thereof) to advise and assist the commission in carrying out its duties.
 - (6) Take any other action authorized by this chapter or any other ordinance or resolution of the Town Council.
- (b) The appearance commission shall report orally or in writing, as requested by the board, at least quarterly to the mayor and Town Council. It shall submit its requested budget of funds needed for operation during the ensuing fiscal year to the town manager no later than April 15. All accounts and funds of the commission shall be administered in accordance with the requirements of the Municipal Fiscal Control Act.
- (c) The appearance commission is hereby authorized to receive contributions from private agencies, foundations, organizations, individuals, the state or federal government, or any other source, in addition to any sums which may be appropriated for its use by the Town Council. It may

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accept and disburse such contributions for special purposes or projects, subject to any specified conditions which it deems acceptable, whether or not such projects are included in the approving budget.

(d) The appearance commission may adopt rules and regulations governing its procedures and operations not inconsistent with the provisions of this chapter.

(e) The appearance commission shall exercise all the powers and duties of the neighborhood preservation district commission as set forth in Article XXI, Part 1, of this chapter. **(AMENDED 9/26/89)**

(f) The appearance commission shall exercise all the powers and duties of the historic district commission as set forth in Article XXI, Part 2 of this chapter. **(AMENDED 11/21/95)**

*Art. III ADMINISTRATION MECHANISMS***PART VI. ENVIRONMENTAL ADVISORY BOARD (AMENDED 2/20/96)****Section 15-45 Appointment and Terms of Environmental Advisory Board.**

(a) There shall be an Environmental Advisory Board (EAB), which shall consist of seven members appointed by the Town Council. All members of the EAB shall either reside, own property, or operate a business within the town's planning jurisdiction.

(b) EAB members shall be appointed for three year staggered terms, but members may continue to serve until their successors have been appointed. The initial terms of all members shall expire on January 31, 1996. Effective February 1, 1996, three members shall be appointed for three year terms, two members for two year terms, and two members for one year terms. Vacancies shall be filled for the unexpired terms only.

(c) Members may be removed as follows:

- (1) The chair shall file or caused to be filed with the town clerk an attendance report after each meeting identifying those members who are present or absent.
- (2) Unless the chair waives the requirement, members shall be removed if they are absent for three consecutive meetings or if they miss more than 30% of the meetings during a twelve-month period. The town clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have ten days after receipt of such notice to waive the removal. If the chair fails to notify the town clerk in writing within ten days after receipt of such notice that the automatic removal requirements should be waived, the town clerk will send the removal notice to the member. This removal shall be effective on the date of such notice.
- (3) Members may also be removed by the Town Council, after a hearing, for any good cause related to performance of duty.

Section 15-45.1 Organization and Meetings of EAB.

(a) The EAB shall establish a regular meeting schedule. All meetings shall be open to the public and notification of such meetings shall conform to the requirements of the Open Meetings Law.

(b) A quorum shall be present for the EAB to take official action, and all actions shall be taken by majority vote. A quorum shall consist of four members if all seats on the EAB are filled and three members if there are one or more vacancies on the board.

(c) The EAB shall select one of its members to serve as chair and one member to serve as vice-chair. These officers will be chosen annually at the EAB's first meeting in March and shall

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serve for terms of one year unless their terms of appointment to the EAB sooner expire. Vacancies shall be filled for the unexpired term only. A member may be selected to serve as chair for not more than two consecutive full one-year terms. The chair and vice-chair may take part in all deliberations and vote on all issues. **(AMENDED 01/27/09)**

Section 15-45.2 Powers and Duties of the EAB. (REPEALED 5/11/99) (AMENDED 2/25/14; 10/24/17)

The Environmental Advisory Board may:

(a) Advise the Town Council on policies, ordinances, and administrative procedures regarding environmental protection and the conservation of natural resources. The areas of review for the EAB include new development, solid waste, air quality, climate protection and resilience, energy conservation, solar energy, groundwater, natural resources, and other areas.

(b) Provide recommendations for green building and low impact development as part of new development and redevelopment, including site planning and design, energy efficiency and renewable energy, water efficiency, materials efficiency and waste reduction, indoor environmental quality, and the minimization of pollution.

(c) Adopt a set of guiding principles or goals for the EAB and review these goals periodically to determine if they are being obtained.

(d) Take any other action authorized by this chapter or any other ordinance or resolution of the Town Council.

Art. III ADMINISTRATION MECHANISMS

**PART VII. MEMBERSHIP LIMITATIONS ON BOARDS, COMMITTEES,
ADVISORY GROUPS, AND COMMISSIONS (AMENDED 12/04/2018)**

A member may be appointed to the same board, committee, advisory group, or commission for a maximum of two successive full terms. A member who has served for two successive full terms on the same board, committee, advisory group, or commission may be eligible for re-appointment after an absence from that board, committee, advisory group, or commission of at least one year. The Town Council may make exceptions to these conditions under the following circumstances:

1. To retain diversity on an advisor board;
2. To appoint a member in the absence of applicants.

Prior to beginning a term of service, a newly appointed member shall take an oath of office. **(AMENDED 6/22/21)**



TOWN OF CARRBORO

Planning Board

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

THURSDAY, MAY 18, 2023

Land Use Ordinance Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Mangum and seconded by Kirkpatrick that the Planning Board of the Town of Carrboro recommends that the Town Council rejects the draft ordinance.

VOTE:

AYES: (8) Gaylord-Miles, Clinton, Poulton, Fray, Sinclair, Mangum, Scales, Kirkpatrick

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3) Amina, Peretin, Foushee

Associated Findings

By a unanimous show of hands, the _____ membership indicated that no members have any financial interests that would pose a conflict of interest to the adoption of this amendment.

Motion was made by _____ and seconded by _____ that the _____ of the Town of Carrboro finds the proposed text amendments, which will update the Land Use Ordinance to remove the waiver provision related to the removal of a member after three unexcused absences _____ consistent with the provisions in section 15-2 which specify the authority granted to the Town through state enabling legislation.

Furthermore, the _____ of the Town of Carrboro finds the proposed text amendment is reasonable and in the public interest because the Town seeks to remain consistent with its adopted plans or policies.

VOTE:

AYES: ()

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: ()

Curtis Fry

(Chair)
Vice Chair

5/8/2023

(Date)

TRANSMITTAL DELIVERED VIA EMAIL

May 12, 2023

Christina Moon, AICP
Planning Administrator
Town of Carrboro
301 W. Main St.
Carrboro, NC 27510

SUBJECT: Joint Planning Review of Proposed Ordinance Amendments

Dear Tina:

Thank you for the opportunity to review the following Land Use Ordinance amendments received by us on May 8, 2023 and proposed for town public hearing on May 23, 2023 and June 6, respectively:

- *An Ordinance Amending the Land Use Ordinance to Modify Attendance Requirements for Boards and Commissions.*
- *An Ordinance Amending the Land Use Ordinance to Establish a Complete Streets Policy.*

We have reviewed the amendments and find no inconsistency with the adopted *Joint Planning Area Land Use Plan*.

If you have any questions or need additional information, please let me know.

Sincerely,



Perdita Holtz, AICP
Deputy Director, Long-Range Planning and Administration

Racial Equity Pocket Questions
Land Use Ordinance Amendments - Advisory Boards and Commissions Attendance

What are the racial impacts? These amendments apply to five of the Town's advisory boards and commissions, specifically the Planning Board, the Board of Adjustment, the Appearance Commission, the Environmental Advisory Board, and the Northern Transition Area Advisory Committee. The changes look to be consistent with the Town's Rules of Procedure and make uniform attendance and removal provisions for all advisory boards and commissions. The recruitment and appointment guidelines approved by the Town Council outlines the Town's interests and commitment that advisory board and commissions include representatives of all the Carrboro community in terms of race and ethnicity. The amendments require that members be removed via communication from the Town Clerk after missing three consecutive meetings or missing more than 30 percent of all meetings in a calendar year. Sparse or unpredictable attendance can make it difficult for advisory boards and commissions to meet and complete needed business, can require added time and other resources for rescheduled meetings, and can delay needed and requested reviews of items referred to boards and commissions.

Who is or will experience burden? Advisory board members who are removed and are not able to take part in this aspect of Town governance and community. Advisory boards and commissions who do not receive the added perspectives from those who are removed for not meeting attendance requirements. Advisory board meetings happen almost entirely on weeknights. While these meeting times are predictable, attending meetings can be a significant challenge to community members who work in industries with shift work where schedules overlap or conflict with the advisory board meeting times. Further, those who may experience burden with meeting attendance are those who rely on transportation systems that have limited service, ride sharing with varying times, and who may be depended upon by family members for support and care including unpredictable conditions, with needs that may arise with short notice. When faced with choices between demands of work, family and caregiving, community members may have a greater challenge taking part, despite great interest and commitment in doing so.

Who is or will experience benefit?

- Community members for whom space/seats on advisory boards and commissions become available because members who miss meetings are removed, due to not meeting the attendance policy, gives others opportunities to serve.
- Community members who do not have any of the burdens listed above and are able to fully participate in advisory board & commission meetings will benefit because they will be less likely to be absent, and their voices will always be heard, which would be the driving force for recommendations that are recommended to the governing board. As a result, the benefited members create further isolation to those members of the community who may have more burdens (e.g. fewer transportation/childcare options, jobs that are not the typical 9am-5pm requiring less desirable hours) and may not be as easily able to have an adequate seat at the table to voice their opinions and thoughts.

Racial Equity Pocket Questions
Land Use Ordinance Amendments - Advisory Boards and Commissions Attendance

What are the root causes of inequity?

- Economic disparities from historic racism, including education, job opportunities, lending policies, among others can contribute to disproportionate representation in shift or similar work schedules, which can lead to disparities between white and BIPOC residents and other community members in taking part in advisory boards and commissions.
- Advisory board and commission members contribute inordinate amounts of time to advance community values. Historically, these are unpaid roles, with compensation consisting of great thanks and appreciation, and an annual dinner. Unintended consequences can include making community members feel like the system is rigid and does not support consideration of their circumstances as living, breathing people who are trying to help make the Town the best it can be. The amendments could have a particularly chilling effect on those community members who have felt unwelcome or rejected in decision-making, due to historic inequities and associated racist aspects of structures and institutions. In the interest of seeking uniformity of process and without addressing other conditions that affect attendance, the changes may miss their desired results and may diminish community participation.



Agenda Item Abstract

File Number: 23-169

Agenda Date: 5/23/2023
In Control: Town Council
Version: 1

File Type: Agendas

Request for Authorization to Enter into a Comprehensive Participation Agreement for Orange County Transit Funds

PURPOSE: The purpose of this agenda item is to request that the Town Council authorize the Town Manager to enter into a comprehensive participation agreement with the Transit Governance Interlocal Agreement (ILA) Parties. Participation is necessary to continue to receive transit funding for town infrastructure projects.

DEPARTMENT: Planning

CONTACT INFORMATION: [Christina Moon, Planning Administrator, 919-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Patricia McGuire, Planning Director, 918-918-7327, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>; Nick Herman, Town Attorney, 919-929-3905, gnherman@broughlawfirm.com <<mailto:gnherman@broughlawfirm.com>>; Arche McAdoo, Finance Director, 919.918.7439, AMcAdoo@carrboronc.gov <<mailto:AMcAdoo@carrboronc.gov>>]

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Other

[The Transportation and Mobility Chapter of the Carrboro Comprehensive Plan speaks to increasing transit services, and associated bicycle-pedestrian infrastructure capital projects to support access to transit.]

INFORMATION: In 2021, Durham and Orange counties obtained the services of Atkins consulting to prepare a series of governing documents relating to the implementation and administration of the new county transit plans.

The discontinuation of the Durham-Orange Light Rail Transit (DO LRT) project necessitated an update to the interlocal agreements between the counties, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization, and GoTriangle. Discussions among the stakeholders lead to an interest in developing a new governance framework to guide the implementation of future transit plans.

Three documents have been prepared: 1) a new comprehensive interlocal agreement (ILA) for the three signatory authorities, which for the Orange County Transit Plan includes Orange County, GoTriangle and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO), 2) a policy and procedure document which codifies the processes that the staff working group has been following since 2017, and 3) a Comprehensive Participation Agreement. The Comprehensive Participation Agreement (CPA) serves as the master agreement that each jurisdiction would sign to receive transit funds. The CPA outlines certain basic responsibilities for the jurisdiction to complete the project for which funding was requested (service operations/capital project), and for GoTriangle to provide the earmarked funds in accordance to the approved budget and annual work program. The Parties will conduct a review of the Agreement at least every four (4) years to consider any desired updates through the Agreement through the Amendment process, or more often as

necessary. Agreements may be terminated with a year's notice. The Town of Carrboro has been asked to enter into a CPA with the three signatory authorities: Orange County, GoTriangle and the DCHC MPO to continue receiving Orange County Transit funds.

(For additional information about the Durham-Orange Transit Governance Study, please see the summary memo in Attachment D; or for more extensive background please see the DCHC MPO meeting materials for May 24, 2023 using the following link:

<https://dchcmpo.legistar.com/MeetingDetail.aspx?ID=922104&GUID=ED37805C-0195-47E3-A0EA-2C0A8B70A106&Options=info|&Search=>>.)

Carrboro was allocated approximately \$1,680,665 of Orange County transit funds to be used toward capital projects that improve bike/ped access to transit service in 2017 Orange County Transit Plan. Of that amount, approximately \$214,535 has been used toward the Rogers Road bus stop/sidewalk project, the South Greensboro Street sidewalk, and the Morgan Creek Greenway, Phase 1. The remaining \$1,465,665 has been earmarked for the Estes Drive bike/ped improvements, South Greensboro Street sidewalk, Morgan Creek Greenway, the three signalized pedestrian crossings on NC 54, and funding toward the missing section of sidewalk along the 500 block of West Main Street.

FISCAL IMPACT: There is no direct fiscal impact with entering into the CPA agreement, however, local jurisdictions have been requested to participate to continue receiving funding.

RECOMMENDATION: The Town Manager recommends that the Town Council authorize the Town Manager to enter into the Comprehensive Participation Agreement for the Town to continue receiving Orange County Transit funds for capital projects that support access to transit.

A RESOLUTION AUTHORIZING THE CARRBORO TOWN MANAGER TO ENTER INTO A COMPREHENSIVE PARTICIPATION AGREEMENT WITH ORANGE COUNTY, GOTRIANGLE, AND THE DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION TO RECEIVE ORANGE COUNTY TRANSIT REVENUES

WHEREAS, the Town of Carrboro has a longstanding and extensive commitment to multimodal transportation, including local and regional public transit systems, and shorter routes and more frequent service; and,

WHEREAS, Durham and Orange Counties have engaged consultant services to update the governance documents relating to the administration and implementation of the county transit plans; and

WHEREAS, the Town of Carrboro has been allocated Orange County Transit funds for bike/ped infrastructure capital projects to improve access to transit service; and

WHEREAS, the updated agreement structure requires all participating Orange County organizations to enter into a Comprehensive Participation Agreement (CPA) with Orange County, GoTriangle and the DCHC MPO in order to receive transit tax revenues for operational and/or capital projects.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Council authorizes the Carrboro Town Manager to enter into a Comprehensive Participation Agreement with Orange County, GoTriangle and the DCHC MPO for the purpose of receiving Orange County Transit Plan funds for transportation capital projects.

This is the 23rd day of May in the year 2023.

Critical Elements to Finalize by June 30, 2023	Month	Week #	Orange County				GoTriangle		DCHC MPO		
			SWG	BOCC	Town of Chapel Hill	Town of Carrboro	Town Hillsborough	City of Mebane	O&F	BoT	TC
<p>Approval for: SWG Bylaws Comprehensive Participation Agreements SWG Lead Agency Administration Discussion/Decision Financial Policies & Procedures (Inclusive of ICES Statement) Amendment Policy/Procedure</p> <p>For Review/As Information: Meeting Schedule of SWGs Lead Agency Administration</p> <p>List of Deadlines/Schedules for submittals (Annual Work Program/Multi-Year Vision Plan) Lead Agency Assignments (less SWG Administration) Templates for Reports (Quarterly)</p>	May	Week 1							4/28 final materials & memo 5/4 Comm Mtg		
		Week 2			5/10 draft materials						5/10 draft materials & memo
		Week 3		5/15 draft materials & memo			5/15 final materials			5/17 final materials & memo	
		Week 4			5/24 TC Meeting	5/23 TC Meeting	5/22 TC Meeting			5/24 Mtg	5/24 TC Mtg
		Week 5									6/1 draft materials & memo
	June	Week 1		6/1 BOCC WS				6/5 CC Meeting			
		Week 2					6/12 TC Meeting (Back up)				6/14 Mtg
		Week 3		6/20 BOCC Mtg							
		Week 4									

Racial Equity Pocket Questions – Request for Authorization to Enter into a Comprehensive Participation Agreement for Orange County Transit Funds

What are the racial impacts?

This funding builds the Town's capacity to match federal and state grant funding opportunities that expand and improve bicycle-pedestrian transit projects. Additionally, this frees up local funding that can be used elsewhere, either to supplement additional transportation planning work or other priorities identified in *Carrboro Connects* and by the Council. Authorization to enter into the Participation Agreement benefits all Carrboro residents by expanding the Town's access to funding opportunities. While there may be some more specific racial impacts associated with projects selected, entering this agreement in of itself does not preclude the Town from using the funding to further racial equity goals, and it frees up local funding to continue racial equity work.

Who is or will experience burden?

Burdens have not been identified in relation to the authorization to enter into this agreement.

Who is or will experience benefit?

Residents town-wide stand to benefit from the expanded funding opportunities by entering this agreement and continuing to receive transit funding for town infrastructure projects. This funding has helped fund projects such as the Morgan Creek Greenway, Estes Drive bike & pedestrian improvements, the South Greensboro Street sidewalk, and others. These projects support residents' ability to make alternative transportation choices, further climate goals of the town, and connect residential areas to other parts of town.

What are the root causes of inequity?

Root causes of inequity related to governmental actions, like funding allocation, include the traditional bidding/competitive process that can overlook the interests of historically Black communities, communities of color, and BIPOC-owned/operated firms. Inequities in planning decisions include lack of BIPOC representation amongst decision makers, as well as barriers to participation in planning processes, such as access to meeting scheduling and content and transportation limitations to meeting locations.

What might be the unintended consequences of this action or strategy?

The town does not anticipate unintended consequences from the authorization to enter into the agreement with Orange County, GoTriangle, and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization. One subsequent unintended consequence could be that once funding is allocated for a transportation project it cannot be redirected towards something else—however, this funding frees local funds that could be applied to an urgent or emerging issue with inequitable impacts.

Durham-Orange Transit Governance Study
DCHC MPO TC ILA Adoption Memo – November 16, 2022
From: Adam Howell, AICP, Atkins

Coordination across multiple agencies, jurisdictions, and stakeholders to achieve a specific goal requires clear direction and guidance. In 2021, through a partnership between Orange and Durham Counties, a need was identified for new Interlocal Agreements and supporting policies and procedures to be developed that reflected the priorities of updated transit plans. These sets of documents are to consider new or refined roles and responsibilities among the partners through a joint process. The primary partners include the County, DCHC MPO and GoTriangle. This study kicked off in August 2021 and aligns with each County's transit plan update schedule for adoption of a new ILA and subsequent approval of supporting policies and procedures.

Project Goals

Goals were identified early on through a joint conversation between County representatives. Travis Myren & Tom Altieri participate for Orange County; Ellen Beckmann participates for Durham County. Critical aspects for this study to accomplish were identified to be:

- To create a clear, operationally efficient governance structure that ensures that Durham and Orange Counties' priorities are funded and implemented with the County transit taxes and fees.
- To form new levels of accountability, that includes development of an equitable set of processes which seek to gain community trust.

To achieve the identified needs and goals, the Counties, DCHC MPO and GoTriangle selected Atkins to conduct this study. Atkins also partnered with Fountainworks during the first 10 months of the study to help facilitate joint stakeholder dialogues.

State Enabling Legislation

There are key State Statutes that inform the purposes of this governance study:

- **N.C.G.S Chapter 160A** defines how a government body exists. A portion of this chapter (**Article 26 – 'Regional Public Transportation Authority Act'**) defines how such a body functions to support public transportation services.
- **N.C.G.S Chapter 105** defines how a government body is enabled to raise and provide revenue for necessary uses and purposes. A portion of this chapter (**Article 43 – 'Local Government Public Transportation Sales Tax Act'**) defines how such revenues can be raised for the specific purpose of public transportation services and associated governance oversight.
- **N.C.G.S. Chapter 153A** defines enumerated powers and responsibilities for County's, but also defines the County role with levying revenue sources to support public transportation services (property tax assessment only).

Study Process

After the study kickoff, the process included two parallel tracks. The first is to review existing governance structures with respect to transit plan implementation/administration, both within the counties, as well as peer organizations (i.e., Wake County). The second is to develop a policies and procedures manual, which will be a set of support documents to guide detailed elements of each county's transit plan implementation efforts. The process to date has included the following major actions:

Durham-Orange Transit Governance Study
DCHC MPO TC ILA Adoption Memo – November 16, 2022
From: Adam Howell, AICP, Atkins

Initial Stakeholder Interviews (Sept-Oct '21) – discussions with nearly 70 individuals from all local jurisdictions and regional coordinating agencies across Durham & Orange Counties that share an interest in public transportation investment. Goals of the interviews were to capture needs, wants and desires for how a new governance framework should serve the local and regional communities within and across the two counties.

Joint Elected Officials Workshop (Nov '21) – Facilitated a half-day forum, which included elected officials from each County and each local municipality within each County, to build on the Initial Stakeholder Interviews and begin to quantify desired level of change to be made on major elements that support a governance framework. A majority of elected officials in attendance indicated that there should be some aspect of change with almost every element highlighted. Such elements included:

- changing the structure to allow for more collaboration between municipalities within each County (*83% indicated more collaboration was needed*),
- defining a significant change in voting representation (both for governing board roles & responsibilities, as well as staff representation on the technical recommending body, the Staff Working Group; *100% indicated some level of change from existing framework regarding voting representation*), and
- defining how the annual budget development and decision-making process meet the desired change for greater representation (*67% indicated that some level of change was necessary to better define/guide the annual budget development and decision-making process*).

Wake County Transit Program Peer Interview (Dec '21) – learned from neighboring peer to the east, Wake County, regarding successes and challenges relative to the governance framework supporting the Wake County Transit Plan/Program.

Alternatives Development (Jan-Feb '22) – alternative concepts for consideration in a new governance framework were reviewed and developed.

Joint Staff Workshop #1 (Mar '22) – Facilitated a half-day workshop with staff from each of the four coordinating organizations (Durham & Orange Counties, DCHC MPO and GoTriangle), as well as staff from City of Durham/GoDurham, Town of Chapel Hill/Chapel Hill Transit and Orange Public Transit. This workshop focused on 17 proposed alternatives (each with a proposed recommendation) for consideration across 5 major elements that should comprise a transit plan governance framework, including Membership, Voting Structures, Financial Planning, Multi-Year Plan Development, and Annual Work Program Development.

Joint Staff Workshop #2 (Apr '22) – Facilitated a two-hour workshop with same staff representation as the Joint Staff Workshop #1. This workshop focused on 6 proposed alternatives (each with a proposed recommendation) for consideration across the 5 major elements from the first workshop.

Legal Roundtable (Jun '22) – Facilitated a two-hour discussion with legal representation from both Durham & Orange Counties as well as GoTriangle. Key staff were also invited, including DCHC MPO leadership.

Individual Organization Discussions (Jul-Aug '22) – Facilitated individual discussions with leadership from each of the four partner organizations to review major outstanding issues realized from previous workshops and roundtables to allow for final ILA and supporting policies & procedures development.

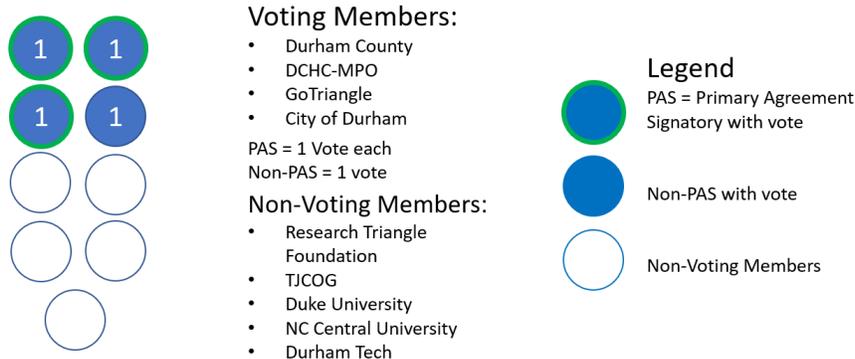
Durham-Orange Transit Governance Study
DCHC MPO TC ILA Adoption Memo – November 16, 2022
From: Adam Howell, AICP, Atkins

ILA & Policies & Procedures Development (Sep-Oct '22) – Development of a new comprehensive Interlocal Agreement to meet the needs of all parties. Also began development of supporting policies and procedures to guide implementation needs, including Master Participation Agreements (formally bringing local jurisdictions in each County to the table), New Staff Working Group (SWG) Bylaws (technical recommending body for transit plan implementation), Financial Policies & Procedures, Lead Agency Assignments and a new Master Schedule that suggests annual process to meet new elements defined in the ILA.

Primary Outcomes of the Study:

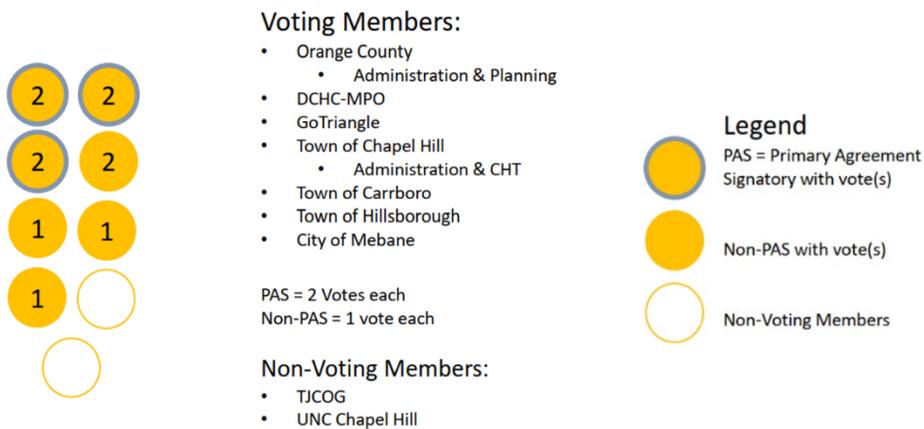
The new governance framework was developed around the following five goals: Representative, Equitable, Collaborative, Transparent, and Accessible.

Membership to the Durham County SWG & Associated Voting Structures



Quorum of this group involves a minimum of 3 voting members present.

Membership to the Orange County SWG & Associated Voting Structures



Quorum of this group involves a minimum of 7 voting members present

Purpose: The addition of the City of Durham as a voting member of the SWG provides for greater municipal representation and collaboration.

Durham-Orange Transit Governance Study
DCHC MPO TC ILA Adoption Memo – November 16, 2022
From: Adam Howell, AICP, Atkins

Voting on Annual Work Program & Budget Approval Process

1. Durham/Orange County BOCC will receive SWG recommended Annual Work Program to approve; may approve or deny with technical corrections. If denied, SWG will correct and bring back a second time for approval.
2. GoTriangle Board of Trustees will take action to approve upon BOCC approval and may approve or deny with technical corrections.
3. If disagreement occurs between the two boards, an Interim Work Program may be authorized to allow continuation of all operating services from prior year (capital projects would freeze).

The addition of a requirement for the Durham/Orange County BOCC to approve the Annual Work Program, in addition to GoTriangle, provides for greater local representation in budget decisions, strengthens accountability to the residents of Durham County, and enhances collaboration between the two boards.

Agreement Development & Expectations

1. All parties shall endeavor to develop Master Capital/Operating Agreements to define the scope, funding, responsibilities, schedule, and performance expectations for projects.
2. MPO shall be a party to any project involving federal or state funds they manage or of regional significance.
3. Durham/Orange County shall be party to any type of agreement where GoTriangle is also the project sponsor
4. GoTriangle shall be a party to every agreement as the tax district administrator
5. The SWG will determine appropriate agreement structure and signatories for special case needs and projects of significant cost.
6. Required elements to define agreements shall be further detailed in the supporting Master Participation Agreement.

A Master Participation Agreement defines the responsibilities and expectations for project sponsors who receive Transit Plan funding. Capital and operating agreements will provide further specificity on the scopes, funding, responsibilities, schedules, and performance expectations for projects as needed. These agreements will provide greater collaboration with project sponsors and enhanced clarity, transparency, and accountability to the public and to the governing boards.

Reporting Expectations

1. An annual report shall be delivered to all parties of the ILA no later than December 15th of each year.
2. An Enhanced Q2 Financial and Project Status Report shall be delivered to all parties of the ILA no later than March 15th of each year.
3. Quarterly Financial Reports for Q1 and Q3 shall be delivered to all parties of the ILA no later than 45 days after the close of each of these quarters.
4. Reporting expectations and templates are to be further developed and negotiated by the SWG per indicated dates in the ILA.

The addition of reporting expectations will allow for improved transparency and accountability to the public and the governing boards on plan implementation.

Durham-Orange Transit Governance Study
DCHC MPO TC ILA Adoption Memo – November 16, 2022
From: Adam Howell, AICP, Atkins

Delineation of Funding Sources & Supplantation Limitations

1. ILA endeavors to clearly define what funding sources this ILA governs:
 - a. Article 43 Half-Cent (0.5 percent) Sales and Use Tax
 - b. Article 51 Three-Dollar (\$3) increase to GoTriangle Regional Registration Fee
 - c. Article 52 Seven-Dollar (\$7) County Vehicle Registration Fee
 - d. Vehicle Rental Tax (*to accommodate future shifts of what this funding source will support, language has been included to acknowledge that it is under the control of the GoTriangle Board of Trustees and any future allocations of such funding are at the sole discretion of the GoTriangle Board of Trustees*)
2. Supplantation means the opportunity for parties to this agreement to use certain funding sources to replace existing funds or other resources for public transportation systems.
 - a. Local Funding Source that allows supplantation: the County Vehicle Registration Tax (N.C.G.S. 105-570) which is levied at its maximum amount of \$7.00 per year;
 - b. Local Funding Sources that do not allow supplantation:
 - i. Local Government Sales and Use Taxes for Public Transportation (N.C.G.S. 105-506:514) which is levied at its maximum allowable rate of one half percent (*non-supplantation cited in N.C.G.S. 105-507.3.b*);
 - ii. Regional Transit Authority Registration Tax (N.C.G.S. 105-560:569) which is levied at its maximum amount of \$8.00 per year with \$3.00 of each \$8.00 collected allocated locally to Durham County (*non-supplantation cited in N.C.G.S. 105-564*).

The definition of funding sources provides clarity on the resources available to support existing transit services and to implement new services. The language provides flexibility to decide how to equitably address financial needs of local and regional transit agencies while adhering to state statutes.

SWG Adherence to Public Meetings/Records Laws

DCHC MPO is currently designated as the administrator/convener of the SWG through June 20, 2023. The SWG will recommend to the three governing boards for approval which organization will administer/convene the SWG starting in FY24. The administering/convening organization and all SWG members will adhere to North Carolina public meeting laws, as it is recognized as an ‘administrative and advisory arm to the parties’ of the ILA. This reference is found in state statute, N.C.G.S. 143-318.9:18, Article 33 of Chapter 143, “Meetings of Public Bodies.”

The definition of the SWG as a public body provides greater transparency and allows for more public participation in decision-making process.

Additional Documents in Development:

Following the approval of the ILA, the following supporting documents will be finalized and brought forward for review or approval:

- Master Participation Agreement – Approved by Durham/Orange County, DCHC MPO, GoTriangle, and the City of Durham
- Financial Policies and Procedures – Approved by Durham/Orange County, DCHC MPO, and GoTriangle
 - Includes:

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- Operating Fund Balance and Liquidity Policy and Guidelines
 - Capital Fund Balance Policy and Guidelines
 - Billing, Payment, and Reimbursement Policy and Guidelines
 - Debt Policy and Guidelines
 - Work Program or Multi-Year Vision Plan Amendment Policy
 - Increased Cost of Existing Services Policy
- Staff Working Group Bylaws – Approved by Durham/Orange County, DCHC MPO, and GoTriangle
 - Lead Agency Assignment and Master Schedule – Reviewed by Durham/Orange County, DCHC MPO, and GoTriangle



Agenda Item Abstract

File Number: 23-167

Agenda Date: 5/23/2023
In Control: Town Council
Version: 1

File Type: Agendas

Text Amendments to Chapter 3 of the Carrboro Town Code Relating to Attendance for Advisory Board and Commissions Members.

PURPOSE: The purpose of this agenda item is for Town Council to consider amendments to various sections of Chapter 3 of the Carrboro Town Code which will modify attendance requirements for Advisory Boards, Commissions, Committees and Task Forces, as identified at the March 14, 2023 Council Work Session.

DEPARTMENT: Town Clerk, Planning

CONTACT INFORMATION: Wesley Barker, Town Clerk, wbarker@carrboronc.gov <<mailto:wbarker@carrboronc.gov>>, 919-918-7309; Trish McGuire, Planning Director, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>, 919-918-7327.

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Other

The Town Council has maintained guidelines and procedures associated with board appointments and meetings for some time. At the March 14, 2023 work session, the Town Council directed staff to update notification processes associated with attendance requirements. Pocket questions related to these changes in the Town Code and related procedures are included in *Attachment C*.

INFORMATION: A draft ordinance has been prepared in response to Town Council direction to amend various sections of Town Code Chapter 3. The draft ordinance removes a provision that provides for board and commission chairs to allow flexibility in the removal of members who do not meet the attendance requirements. The draft ordinance makes these changes within Chapter 3 of the Town Code for the following boards and commissions:

Section 3-7 - Human Services Advisory Commission

Section 3-24 - Transportation Advisory Board

Section 3-24.3 - Economic Sustainability Commission

Section 3-24.7 - Greenways Commission

Section 3-24.14 - Affordable Housing Advisory Commission

Section 3-24.15 - Stormwater Advisory Commission

Section 3-24.16 - Climate Action Team

Section 3-27 - Recreation and Parks Commission

Section 3-41 - Arts Committee

*Section 3-46 - Racial Equity Commission**

**It should be noted that Section 3-46 for the Racial Equity Commission did not originally have text included in the Town Code regarding attendance. Therefore, for uniformity, text will be added for this section regarding attendance, but does not include the portion of text that is proposed to be removed from the other sections.*

A copy of this draft ordinance is included as *Attachment A*. The draft ordinance details what text is to be amended within each section of Chapter 3, and what text will remain. The Town Attorney has reviewed draft ordinance.

The draft ordinance has been referred for advisory boards and commissions review per the Town Council's direction. Recommendation forms, and comments, from advisory board and commissions are included in *Attachment B*. The following boards recommended the Council adopt the draft ordinance for amendments to attendance: Affordable Housing Advisory Commission and Racial Equity Commission. The Climate Action Team recommends the Council adopt the draft ordinance but to not remove the ability for the chairperson to waive the attendance requirement. The following boards recommended the Council reject the draft ordinance: Arts Committee, Economic Sustainability Commission, Recreation & Parks Commission, Stormwater Advisory Commission. The Greenways Commission and Transportation Advisory Board did not have a quorum, and the Human Services Advisory Commission does not have a meeting scheduled at this time.

Parallel changes to similar provisions within the Town's Land Use Ordinance are being considered, as well as amendments to the Appointment & Recruitment Policy and Rules of Procedure for Advisory Boards and Commissions documents.

FISCAL IMPACT: There are no fiscal or staff impact associated with this proposed text amendment.

RECOMMENDATION: Staff recommend that the Town Council review and consider approving the draft ordinance (*Attachment A*) for the proposed amendments to various sections of Chapter 3 of the Town Code related to attendance for board and commission members.

AN ORDINANCE AMENDING CHAPTER 3 OF THE CARRBORO
TOWN CODE TO MODIFY ATTENDANCE REQUIREMENTS
FOR ADVISORY BOARDS, COMMISSIONS, COMMITTEES AND
TASK FORCES
Ordinance No. 12/2022-23

****DRAFT 5-8-2023****

THE CARRBORO TOWN COUNCIL HEREBY ORDAINS:

Section 1. Section 3-7 (Human Services Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (b) to read as follows:

- (1) The chairperson **or staff liaison** shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 2. Section 3-24 (Transportation Advisory Board Established) of the Carrboro Town Code is amended by revising subdivision (b) to read as follows:

- (2) The chairperson **or staff liaison** shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (3) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 3. Section 3-24.3 (Economic Sustainability Commission Established) of the Carrboro Town Code is amended by revising subdivision (d) to read as follows:

- (1) The chairperson **or staff liaison** shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal shall be effective on the date of such notice.

Section 4. Section 3-24.7 (Greenways Commission Established) of the Carrboro Town Code is amended by revising subdivision (d) to read as follows:

- (1) The chairperson **or staff liaison** shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal shall be effective on the date of such notice.

Section 5. Section 3-24.14 (Carrboro Affordable Housing Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (f)(3)(c) to read as follows:

- c (1). The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.**
- c (2). ~~Unless waived by the chairperson, A~~all Mmembers shall be removed if they are absent ~~without prior notice~~ from three consecutive Commission meetings **or if they miss more than thirty percent of the meetings during a twelve-month period.** ~~The Town Clerk shall notify the~~**

~~chairperson in writing as soon as a member becomes subject to removal under this Section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice, then the Town Clerk will send a removal notice to the Commission member. This removal shall be effective of such notice.~~

Section 6. Section 3-24.15 (Carrboro Stormwater Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (f)(3)(c) to read as follows:

c (1). The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~c (2). Unless waived by the chairperson Person, All Mmembers shall be removed if they are absent without prior notice from three consecutive Commission meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this Section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice, then the Town Clerk will send a removal notice to the Commission member. This removal shall be effective of such notice.~~

Section 7 Section 3-24.16 (Climate Action Team) of the Carrboro Town Code is amended by revising subdivision (b) that read as follows:

(1) The chairperson **or staff liaison** shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~(2) Unless the chairperson waives the requirement, Mmembers shall be removed if they are absent from three two consecutive meetings or events, if they miss more than thirty percent of the meetings during a twelve-month period, or for failure to participate in at least one outreach event during the calendar year. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 8. Section 3-27 (Recreation and Parks Commission) of the Carrboro Town Code is amended by revising subdivision (c)(2) to read as follows:

(c) Commission members may be removed as follows:

(1) The chairperson **or staff liaison** shall file or cause to be file with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~(2) Unless the chairperson waives the requirement, Mmembers shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten day after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 9 Section 3-41 (Arts Committee Established) of the Carrboro Town Code is amended by revising subdivision (c)(2) to read as follows:

(c) Regular members may be removed as follows:

(1) The chairperson **or staff liaison** shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~(2) Unless the chairperson waives the requirement, Mmembers shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal notice shall be effective on the date of such notice.~~

Section 10. Section 3-46 (Racial Equity Commission Established) of the Carrboro Town Code is amended by a new subdivision (d) that reads as follows:

(d) Commission members may be removed as follows:

(1) The chairperson **or staff liaison** shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

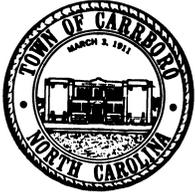
(2) ~~M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. This removal notice shall be effective on the date of such notice.

Section 11. Section 3-44 (Advisory Boards and Commissions Subject to Rules of Procedure) of the Carrboro Town Code is amended by revising the title and section text that reads as follows:

Section 3-44 Advisory Boards, ~~and~~ Commissions, Committees and Task Forces Subject to Rules of Procedure

All advisory boards, ~~and~~ commissions, committees and task forces established by this Chapter are subject to the Rules and Procedure for the Town of Carrboro Advisory Boards and Commissions adopted as Administrative Policy #14.

Section 12. This ordinance shall be effective upon adoption.



TOWN OF CARRBORO

Affordable Housing Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MAY 17, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Lindsay Griffin and seconded by Heather Nash that the Affordable Housing Advisory Commission of the Town of Carrboro recommends that the Town Council approve the draft ordinance.

VOTE:

AYES: (3- Lindsay Griffin, Heather Nash, Betty Curry)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2- Amy Singleton, Bobby Funk)

(Chair)

(Date)



TOWN OF CARRBORO

Arts Committee

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

WEDNESDAY, MAY 10, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Tierney Sneeringer and seconded by Wendy Smith that the Arts Committee of the Town of Carrboro recommends that the Town Council reject the draft ordinance.

VOTE:

AYES: (5)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3)

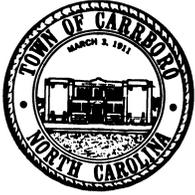


(Chair)

5/18/23

(Date)

Note: The Arts Committee would like flexibility for the committee/chair/staff liaison to waive the attendance requirements for extenuating circumstances provided the absent member remains in communication and responsive regarding absences.



TOWN OF CARRBORO

Climate Action Team

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MAY 18, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Nyland and seconded by Stover that the Climate Action Team of the Town of Carrboro recommends that the Town Council adopt the draft ordinance to change Chapter 3, Section 3-24.16 (Climate Action Team) of the Carrboro Town Code with the following revision:

- Do not remove the ability for the Chairperson to waive the attendance requirement.

VOTE:

AYES: (9) Schalkoff, Kaufman, Stover, Molloy, Pinder, Danielewicz, Nyland, Paulsen, Randolph

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: (3) Pick, Zhou, Rashdi



For Chrissie Schalkoff (Co-Chair) 05-18-23
(Date)



TOWN OF CARRBORO

Economic Sustainability Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

WEDNESDAY, MAY 10, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Jack Moracco and seconded by Jim Porto that the Economic Sustainability Commission of the Town of Carrboro recommends that the Town Council not adopt the draft ordinance, and instead suggested that three missed meetings in a row trigger the Chair to reach out to the member and that the members attendance be added to the Board's next agenda for the whole of the Board to consider.

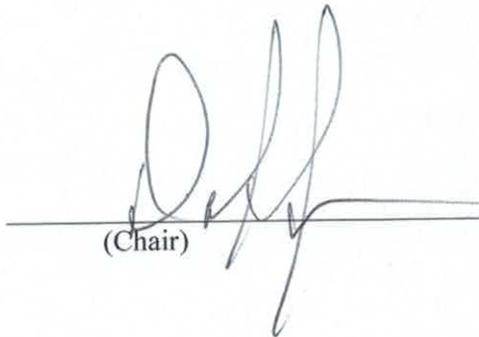
VOTE:

AYES: (5)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3)



(Chair) 5/19/23 (Date)



TOWN OF CARRBORO

Racial Equity Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MAY 10, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Betty Curry and seconded by Elizabeth Carter that the Racial Equity Commission of the Town of Carrboro recommends that the Town Council approve the draft ordinance.

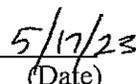
VOTE:

AYES: (3)

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: ()

 (Chair)  (Date)



TOWN OF CARRBORO

Recreation & Parks Commission

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MONDAY, MAY, 8, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Makeda Ma'at and seconded by Chris Colvin that the Recreation & Parks Commission of the Town of Carrboro recommends that the Town Council reject the draft ordinance.

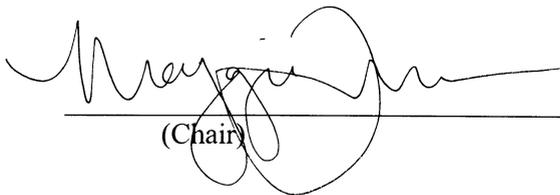
VOTE:

AYES: (4)

NOES: (2)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (0)



(Chair)

5/11/23

(Date)

Note: The Recreation & Parks Commission would like to add a recommendation that emphasis be placed on the specific commitments related to advisory board membership during the application and approval process.

Additional feedback related to the above recommendation is that the commission feels that the chair/staff liaison should be allowed flexibility to waive the attendance requirements for extenuating circumstances.



TOWN OF CARRBORO

Stormwater Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

RECOMMENDATION

MAY 17, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by Deanna Hardesty and seconded by Mike Paul that the Stormwater Advisory Commission of the Town of Carrboro recommends that the Town Council reject the draft ordinance. Please see our major concern stated below.

SWAC concern: Considering the voluntary nature of the Stormwater Advisory Commission and the desirability of allowing for a mix of people from different backgrounds and professions, we find the 30% criteria included under Section 6. Section 3-24.15 to be impractically inflexible.

The SWAC recommends keeping the flexibility and discretion provided by the current language.

VOTE:

AYES: (6) (John Cox, Beth Vollins, Deanna Hardesty, Mike Paul, Margaret Kurz, Gordon Chadwick)

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: (1) (Jeannette O'Connor)



(Chair) 5/17/23

May 17, 2023

Racial Equity Pocket Questions
Carrboro Town Code Chapter 3 Amendments -
Advisory Boards and Commissions Attendance

What are the racial impacts?

These amendments apply to the Town's advisory boards and commissions within Chapter 3 of the Carrboro Town Code which includes the following: Human Services Advisory Commission, Transportation Advisory Board, Economic Sustainability Commission, Greenways Commission, Affordable Housing Advisory Commission, Stormwater Advisory Commission, Climate Action Team, Recreation and Parks Commission, Arts Committee, and Racial Equity Commission.

The changes look to be consistent with the Town's Rules of Procedure and make uniform attendance and removal provisions for all advisory boards and commissions. The recruitment and appointment guidelines approved by the Town Council outlines the Town's interests and commitment that advisory board and commissions include representatives of all the Carrboro community in terms of race and ethnicity.

The amendments require that members be removed via communication from the Town Clerk after missing three consecutive meetings or missing more than 30 percent of all meetings in a twelve-month period. Sparse or unpredictable attendance can make it difficult for advisory boards and commissions to meet and complete needed business, can require added time and other resources for rescheduled meetings, and can delay needed and requested reviews of items referred to boards and commissions.

Who is or will experience burden?

Advisory board members who are removed and are not able to take part in this aspect of Town governance and community. Advisory boards and commissions who do not receive the added perspectives from those who are removed for not meeting attendance requirements. Advisory board meetings happen almost entirely on weeknights. While these meeting times are predictable, attending meetings can be a significant challenge to community members who work in industries with shift work where schedules overlap or conflict with the advisory board meeting times. Further, those who may experience burden with meeting attendance are those who rely on transportation systems that have limited service, ride sharing with varying times, and who may be depended upon by family members for support and care including unpredictable conditions, with needs that may arise with short notice. When faced with choices between demands of work, family and caregiving, community members may have a greater challenge taking part, despite great interest and commitment in doing so.

Who is or will experience benefit?

Community members for whom space/seats on advisory boards and commissions become available because members who miss meetings are removed, due to not meeting the attendance policy, gives others opportunities to serve.

Racial Equity Pocket Questions
Carrboro Town Code Chapter 3 Amendments -
Advisory Boards and Commissions Attendance

Community members who do not have any of the burdens listed above and are able to fully participate in advisory board & commission meetings will benefit because they will be less likely to be absent, and their voices will always be heard, which would be the driving force for recommendations that are recommended to the governing board. As a result, the benefited members create further isolation to those members of the community who may have more burdens (e.g., fewer transportation/childcare options, jobs that are not the typical 9am-5pm requiring less desirable hours) and may not be as easily able to have an adequate seat at the table to voice their opinions and thoughts.

What are the root causes of inequity?

Economic disparities from historic racism, including education, job opportunities, lending policies, among others can contribute to disproportionate representation in shift or similar work schedules, which can lead to disparities between white and BIPOC residents and other community members in taking part in advisory boards and commissions.

Advisory board and commission members contribute inordinate amounts of time to advance community values. Historically, these are unpaid roles, with compensation consisting of great thanks and appreciation, and an annual dinner. Unintended consequences can include making community members feel like the system is rigid and does not support consideration of their circumstances as living, breathing people who are trying to help make the Town the best it can be. The amendments could have a particularly chilling effect on those community members who have felt unwelcome or rejected in decision-making, due to historic inequities and associated racist aspects of structures and institutions. In the interest of seeking uniformity of process and without addressing other conditions that affect attendance, the changes may miss their desired results and may diminish community participation.



Agenda Item Abstract

File Number: 23-168

Agenda Date: 5/23/2023

File Type: Agendas

In Control: Town Council

Version: 1

Proposed Amendments to Advisory Board Recruitment & Appointment Policy and Rules of Procedure for Town of Carrboro Boards & Commissions Administrative Policy

PURPOSE: The purpose of this agenda item is for the Town Council to consider amendments to the Advisory Board Recruitment and Appointment Policy document, and the Rules of Procedure for Town of Carrboro Boards and Commission Administrative Policy. Proposed amendments to these policies were identified at the March 14, 2023 Town Council work session.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Wesley Barker, Town Clerk, wbarker@carrboronc.gov
<<mailto:wbarker@carrboronc.gov>>, 919-918-7309

COUNCIL DIRECTION:

Race/Equity Climate Comprehensive Plan Other

The Advisory Board Recruitment & Appointment Policy includes information that works to recruit a diverse applicant pool from the community, and to also give direction on how these applicants are brought forth to the Town Council for appointment considerations as it relates to a diverse applicant pool. This policy has been reviewed using the Racial Equity Lens and the Racial Equity Commission (REC) has reviewed and offered comments/feedback. This completed lens can be found in Attachment D with feedback in red text from the CORE team & REC. Further, the Rules & Procedure of Town of Carrboro Boards & Commissions Administrative Policy is a policy used internally primarily by staff liaisons and board chairs. Although this administrative policy is similar to the Recruitment & Appointment Policy, it does have varying guidelines. As a result, this administrative policy will soon be evaluated also using the Racial Equity Lens.

INFORMATION: The Advisory Board Recruitment & Appointment Policy is a document which is utilized and guides staff in the recruitment, application and appointment process of town Advisory Boards, Commissions, Committees and Task Forces. This policy was first adopted by Council on November 21, 2017 and has been amended several times since adoption, most notably adding in a section which provides guidelines for recruitment & appointment of diverse applicants.

At the March 14, 2023 Council Work Session, The Town Council recommended amending a section of this policy entitled "Attendance." The reasoning behind this recommendation is due in part to ongoing concerns of some boards meeting quorums and being able to carry out necessary business items which are important, and often time sensitive, for the Town Council to be advised on. As a result, the recommendation was made to remove the following texts from the policy under Attendance: 1) "Unless the chair waives the requirements" 2) "The Town Clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have 10 days after receipt of such notice to waive the removal. If the chair fails to notify the Town Clerk in writing within 10 days after receipt of such notice that the automatic removal notice should be waived, the Town Clerk will send a removal notice to the member." Essentially, this amendment, if approved by Council, would eliminate the chair from having the ability to waive any member presenting attendance issues, and the Town Clerk would send a notice to the member if notified of a member presenting an attendance issue by the chair or the staff liaison.

Further, there are a few minimal wording changes needed within this policy for the text to be uniform. All proposed text amendments within the current Recruitment & Appointment Policy are included in Attachment B with comments provided.

Additionally, the Rules of Procedure for Town of Carrboro Boards & Commissions, was adopted at the same time as the Recruitment & Appointment Policy on November 21, 2017. The most recent amendment to this policy was September 13, 2022 regarding Remote Participation by Board & Commission Members. At the March 14, 2023 Council Work Session, a the Town Council recommended amending the Rules of Procedure to add a section entitled “Attendance” which would be the same text contained within the Recruitment & Appointment Policy, the Town Code Chapter 3 sections, and the LUO portions, which will read: 1) “The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent. The chair or staff liaison of each board shall notify the Town Clerk on an as needed basis if there are members that are presenting attendance problems.

2) Members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent (30%) of the meetings during a twelve-month period. This removal shall be effective on the date of such notice.”

All proposed text amendments to the Rules of Procedure document are included in Attachment C with comments provided.

If the Town Council wishes to approve the proposed amendments to both policies, a resolution to approve is included in Attachment A.

FISCAL IMPACT: There are no fiscal or staff impacts associated with this proposed text amendment.

RECOMMENDATION: Staff recommend that the Town Council consider approving the suggested text amendments to both the Advisory Board Recruitment & Appointment Policy and the Rules of Procedure for Town Boards and Commissions document by approving the resolution provided in Attachment A.

It is further recommended that the Town Council review the completed racial equity lens in Attachment D with the feedback offered by the CORE team and REC (in red text) based on the current Recruitment & Appointment Policy. Upon direction by the Town Council, an agenda item could be added to a future meeting to discuss additional amendments to the Recruitment & Appointment Policy based on this feedback.

A RESOLUTION ADOPTING THE RULES OF PROCEDURE FOR BOARDS AND
COMMISSIONS AND ADVISORY BOARD RECRUITMENT AND APPOINTMENT
POLICY

NOW, THEREFORE BE IT RESOLVED BY THE CARRBORO TOWN COUNCIL:

1. The Rules of Procedure for Boards and Commissions is hereby amended and renamed: Rules of Procedure for Town of Carrboro Advisory Boards, Commissions, Committees and Task Forces, and;
2. The Advisory Board Recruitment and Appointment Policy is hereby amended and renamed Town of Carrboro Advisory Board, Commission, Committee and Task Force Recruitment & Appointment Policy.

This the 23rd day of May 2023.



**Town of Carrboro Advisory
Board, Commission,
Committee and Task Force
Recruitment &
Appointment Policy**

11-21-2017, 12-4-2018, 12-1-2020, 4-13-2021, **5-23-2023**

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TOWN OF CARRBORO TOWN COUNCIL Recruitment and Appointment Policy

Adoption: 11/21/2017, Amended 12-4-2018, 12-1-2020, 4-13-21, 5-23-2023

Purpose

The purpose of this policy is to establish a policy and procedures whereby the Town Council will make appointments to public advisory boards, committees, commissions, councils, and taskforces (hereinafter “boards”). The ~~Board~~ Council shall also establish a policy and procedures whereby the ~~Board~~ Council makes appointments to public authorities that have Carrboro representatives or are Town of Carrboro Authorities.

Composition

The Town of Carrboro Town Council shall appoint all voting and non-voting members to boards. The Town Council shall endeavor to appoint members who represent the ethnic, cultural, demographic, and geographic diversity of the community. The Town Council has a goal of promoting racial and ethnic diversity on advisory boards. To the extent possible, the Town Clerk will bring forth applications that will expand the racial and ethnic composition of the existing advisory board. If no applications exist that will expand the racial or ethnic diversity of the advisory board, the Town Clerk shall notify the Town Council of the lack of racially or ethnically diverse applicants and at such time request that the Town Council work to recruit additional applicants.

If the advisory board must have appointments due to membership numbers resulting in a lack of quorum, the Town Clerk shall bring forth applications regardless of the racial and ethnic diversity of applicants and request that the Town Council make the appointments.

The Town Council should consider the following when making appointments:

- Address
- Neighborhood/Geographic location
- Date of Birth
- Length of Residence in Carrboro
- Gender
- Race
- Ethnicity
- Occupation
- Advisory Board Service
- Experience/Skill Set/Expertise
- Community Activities/Involvement/Organizations

Authority

The North Carolina General Statutes, the Town of Carrboro Charter, the Town of Carrboro Town Code and the Town of Carrboro Land Use Ordinance provide the enabling legislation for the Town's Boards.

Periodic Review

This policy may be changed or adjusted as deemed necessary by the Board. The Town Clerk shall review the policy and make sure the policy is up-to-date.

Recruitment and Appointment Process

Prior to the annual February term expirations, and when midterm vacancies occur, the Town Clerk will work with the Communications and Engagement Department to advertise that the town is accepting applications for upcoming openings on advisory boards and commissions.

- b. Applications will be taken until all seats are filled. Applications received after the seat(s) have been filled will be placed on file by the Town Clerk and held for future vacancies for a period of 12 months. If vacancies exist on other boards, the Town Clerk will let the applicant know of those vacancies. If interested, applicants will be encouraged to apply. Midterm vacancies shall be filled from applications on file without special advertising efforts unless requested by the Town Council.
- c. All new candidates must complete an application to be considered for appointment.
- d. Currently serving advisory board members, whose first full terms are expiring in February, will be contacted by the Town Clerk and asked if they would like to be considered for reappointment. If so, no new application is needed from the member. The Town Clerk shall report to the Board Chair that the member wishes to be reappointed. The Chair shall provide the ~~Recommendation/review Form~~ chair report for the current member to the Town Council, just as with new applicants.
- e. The Town Clerk will notify all applicants of receipt of his/her their application.
- f. The Town Clerk shall forward copies of applications to the advisory board chairs, copying staff liaisons, as soon as possible after receiving an application.

- g. Each chair shall contact each applicant and invite them to at least one meeting of their board so they may understand the responsibilities of the board and the necessary time commitment. (Chairs should contact Town staff in the event of a language barrier.) The chairs shall also talk with the applicants about their interest in serving on the ~~advisory~~ board. Board chairs may meet personally with applicants if a meeting of their board is not anticipated within 30 days following receipt of the applicant's request for appointment. This would be in lieu of having the applicant attend a meeting of that board. ~~or commission~~. If applicants do not attend a meeting after two phone calls or emails, then the Chair shall notify the Town Clerk of that fact and said application will be removed from further consideration.
- h. The chair of each board shall submit a Review Form (hereinafter "chair report") to the Town Clerk within one week of the applicant's attendance at a meeting **or within one week of a conversation with the applicant if a meeting is not planned**. ~~If a meeting is not planned, the chair shall provide a Review Form to the Town Clerk within one week of a conversation with the applicant.~~
- i. Copies of all applications and ~~recommendation forms~~ chair reports received shall be forwarded to the Mayor and Town Council pursuant to the goals expressed in the Composition section above.
- j. If there are no applicants for the Board in question, the Chair may contact applicants that have applied for other boards. Board chairs should contact the Town Clerk to obtain these applications.
- k. If a ~~Chair report Form~~ has not been received from board chairs within three weeks after being forwarded from the Town Clerk, the Town Clerk shall contact the chair and request a status report.
- l. By March 1, the Mayor and Town Council shall endeavor to make appointments, and re-appointments, to boards ~~and commissions~~ to fill annual expired terms.
- m. The Mayor and Town Council shall endeavor to make appointments to unexpired terms with vacant seats within one month of the Town Clerk receiving application(s).
- n. Appointments to unexpired terms of 12 or fewer months will be simultaneously appointed to the following 3-year term.
- o. As a presumptive policy, the Town Council will not appoint a person to serve on multiple ~~advisory~~ boards ~~or commissions~~ at the same time. However, the Council retains the discretion to make exceptions to this policy. (Amended 4-10-18)

Appointments To Authorities

The OWASA Board of Directors and Tourism Development Authority (TDA) are considered "Authorities" under NC General Statutes. The Town Council will consider applications for those authorities and be responsible for making appointments as they are directed per law. The Council may at times choose to interview applicants for the representative seats by any method that they choose. All appointments will be made in open session by the ballot procedures established in the policy.

Advisory Board Appointment Method

The Town Clerk shall provide an information matrix, related to composition information as shown above, for the Town Council to consider when there are more applications than open seats available. The Town Council may also request further information from the Town Clerk as it desires.

Unless the Town Council agrees by majority vote or consensus to follow another procedure, the Council shall use the following procedure to appoint individuals to various subordinate boards and offices:

Voting Method

- a. The Town Clerk will provide a ballot listing the names of all applicants presented in the agenda packet to each Council Member.
- b. Prior to voting, the Council shall open the floor for discussion of the applications.
- c. Each Council Member shall sign their name to the ballot and indicate their choice in candidate(s) by marking next to the candidate(s) name.
- d. Each Council Member will vote only for the number of candidates that there are vacant seats to fill.
- e. The Clerk shall collect the ballots and announce the candidate(s) receiving the highest number of votes and indicate the position that each candidate has been appointed to fill.
- f. The Town Clerk shall then read into the record the names of the candidates receiving the highest number of votes. The Town Council shall then make appointments per motion and second. The minutes shall indicate fully the written and verbal voting record of each Council Member.

Terms (Amended 12-4-18)

- a. Members are appointed to staggering three-year terms on all ~~advisory~~ boards that expire annually in February. The Carrboro Tourism Development Authority members are appointed to one-year terms that expire annually in January.
- b. Members are limited to two full terms. After completing two full terms, a member must take off one year before applying for re-appointment to the ~~advisory~~ board. However, a board member may apply to serve on another ~~advisory~~ board if ~~he/she~~ they desires. The Town Council may make exceptions to this rule under the following circumstances:
 1. To retain diversity on an ~~advisory~~ a board.
 2. A lack of applicants.

Attendance

- a. The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent. The chair or staff liaison of each board or ~~commission~~ shall notify the Town Clerk on an as needed basis if there are members that are presenting attendance problems.
- b. ~~Unless the chair waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent (30%) of the meetings during a ~~12~~-twelve-month period. ~~The Town Clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have 10 days after receipt of such notice to waive the removal. If the chair fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Resignations

- a. Resignations must be submitted in writing via email to the chair, the staff liaison, or the Town Clerk. If the resignation is submitted to the chair or the staff liaison, they should forward the resignation to the Town Clerk as soon as possible.



RULES OF PROCEDURE FOR TOWN OF CARRBORO ADVISORY BOARDS, COMMISSIONS, COMMITTEES AND TASK FORCES

ADMINISTRATIVE POLICY

Adopted 11-21-2017, Amend. 9-13-2022, Amend. 5-23-23

Purpose: This policy for advisory boards, commissions, committees, and task forces (and for the Board of Adjustment to the extent not inconsistent with the Town's Land Use Ordinance) (hereinafter "boards") will provide efficient and equitable rules of procedures for all board members and staff liaisons to follow and provide general information and recommendations about how the boards conduct Town business. (*amend. 9-13-2022*)

This policy is not designed to create any additional rights or obligations, nor does it establish any procedural rights to any person that are not already provided for by law. The failure of any board member to adhere to the recommended procedures described herein shall not affect the validity of any meeting or action taken. To the extent there is conflict or any discrepancy between these procedures and the North Carolina General Statutes, case law, or Town ordinances (collectively "law"), the law shall prevail.

1. Role of Town Council Liaison

The Town Council will appoint a Board liaison(s) to each board at the organizational meeting held each election year. These appointees will serve as the elected official point of contact for the board. Board liaisons are non-voting persons who serve chiefly to listen to conversation, to clarify as necessary matters of policy or process related to a particular issue, and to fairly recount Advisory Board conversation and intent as may be needed in subsequent Town Council discussions. Board liaisons are expected to limit their participation in Advisory Board debate and discussion so as to ensure the freest environmental for citizen input, participation, and leadership. Liaisons shall encourage productive discussion but leave meeting facilitation to Advisory Board chairs and staff. Board liaisons shall not call or cancel meetings, nor amend the agenda of an Advisory Board meeting.

2. Role of Staff Liaison

Each department director will have the responsibility of designating a staff person from their department to serve as the staff liaison for each advisory board(s) managed by their department. Additional staff from that department may also provide support roles as deemed necessary by the department director. The staff liaison will be the primary contact for the advisory board members. The staff liaison is responsible for providing board-specific orientation to board members. While the staff liaison serves as staff support to the board it should be clearly noted that staff work is directed only by the department director or their supervisor. Staff liaisons should refer to their supervisor with any questions related to advisory board work. It is the responsibility of the staff liaison to develop agendas and guide the work of the advisory board, as directed by the Town Council.



3. Meeting Schedules

Boards should adopt a yearly meeting schedule each year which takes into account Town-observed holidays and other frequently observed holidays and events. Once adopted, the meeting schedule is then posted in a public notice. Boards that meet on an as-needed basis only will provide appropriate public notice at least 96 hours (4 days) in advance of each meeting. Such notice will provide the date, time, location and purpose of the meeting. In addition, appropriate public notice, as required by law, will be given for any special meeting or work session that is not included on the regular meeting schedule.

4. Meeting Agenda

The purpose of the agenda is to organize materials to be considered and to give members an opportunity to study the issues before the meeting.

Board agendas are prepared by the staff liaison based upon information received from the Town Council, department directors, staff, or items continued or approved to be on the agenda by consensus of a majority of board members during the previous meeting. Advisory board chairpersons may provide input during agenda preparation but are not required nor expected to approve agendas as provided by the staff liaison.

The staff liaison will ensure that the agenda, and all supplementary material, is available on the Town's website at least 96 hours (4 days) prior to the board meeting. No changes will be made to the agenda once it has been posted. However, the following changes may be made at the beginning of the meeting if agreed to by a majority of the members present: order, discussion of planning of events, announcements by members of the committee. Items that will require a vote and recommendation back to the Town Council may not be added to the agenda at the meeting. If the agenda is not posted prior to 96 hours of the meeting, the meeting will be cancelled, and items will be continued to the next properly posted meeting.

Items shall be placed on the agenda according to the order of business. The order of business for a regular meeting agenda follows. Agenda items may be considered in an order different from that shown on the agenda. In emergency situations, other items may be considered on the agenda.

- Call to Order: The presider (usually the chair) will always begin the meeting at the appointed time with a quorum present;
- Swearing in of witnesses, if required: A Town staff member who is a Notary Public may perform this duty in addition to other persons granted this authority by state law or other governing documents;
- Approval of previous meeting minutes: The board will adopt the minutes, as is, or with modifications by motion, second and vote of majority;
- Action and discussion items, reports, information items (including any public hearings);
- Old/New Business;
- Adjournment: The board shall adjourn meetings by motion in open session.



Some boards utilize committees to help carry out their business. The meetings of those committees are recognized to be more informal than regular meetings, and the public notice may also serve as the agenda. Items may not be added to the agenda of a committee meeting.

7. Open Meetings Requirement

Board members shall not deliberate, vote, or otherwise take action on any matter with the intention of making it impossible for persons attending a meeting of the board to understand what is being deliberated, voted, or acted on. Board members should strive to be clear about the matters they are considering and should refrain from referencing an item by letter, number, or other designation which might be conceived as a secret device or method. The board may deliberate, vote or otherwise take action by reference to an agenda, if copies of the agenda—sufficiently worded to enable the public to understand what is being deliberated, voted, or acted on—are available for public inspection at the meeting.

8. Quorum

Unless otherwise set forth in bylaws or other governing documents, a majority of the board, including the chair but excluding vacant seats, shall constitute a quorum. A majority is more than half of the board. A member who has withdrawn from a meeting without being excused by majority vote of the remaining members present shall be counted as present for purposes of determining a quorum.

9. Chair

The chair shall have the following authority:

- To act as the parliamentarian during meetings of the board;
- To preside over public meetings of the board;
- To vote upon all measures before the board;
- To be counted for quorum purposes;
- To preserve order and decorum;
- To call a brief recess at any time;
- To adjourn in an emergency.

The chair may also:

- Rule motions in or out of order;
- Determine when a speaker has gone beyond reasonable standards of courtesy in his or her remarks and to entertain and rule on objections from other members on this ground;
- Answer questions of procedure.

The board may, at its discretion, elect from its membership a vice chair to serve in the chair's absence or in case of sickness of the chair or other causes which would prevent the chair from attending to his or her duties. The vice chair shall be entitled to vote on all matters and shall be considered a board member for all purposes, including the determination of whether a quorum is present.



If both the chair and vice chair are absent from a meeting, the board may elect from among its members a temporary chairperson to preside at the meeting.

The chair as the meeting presider shall follow the principles below, which were taken from “Robert’s Rules in Plain English”:

- “Be on time and start on time.”
- “Be organized. The presiding officer should have a detailed, well prepared agenda and stick to it.”
- “Be prepared. The presiding officer should be familiar with the procedural rules...”
- “Be a teacher. The presiding officer should keep the group working together by explaining procedure clearly and communicating the next order of business. If a motion is confusing, it is his [her] duty to clarify it. This may mean helping a member rephrase a motion.”
- “Be in control of the floor. The presiding officer should ‘assign’ the floor by recognizing those members who wish to speak by calling them by name. No other member may interrupt or call out remarks without being out of order. The presiding officer should remind such a member that the floor has been assigned and request that his [her] remarks be held until the floor has been assigned to him [her]. In addition, private discussion between members while another has the floor is out of order and disruptive members should be reminded of this rule.”
- “Be impartial. The presiding officer should impartially call on members wishing to speak. He [she] should give members on both sides of an issue an opportunity to speak...”
- “Be composed. The presiding officer should remain calm and objective, keeping the meeting moving.”
- “Be precise. The presiding officer should always restate the motion before taking a vote. After taking the vote, he [she] announces the result of the vote by interpreting the action taken. The presiding officer should always be certain about the results of a voice vote. He [she] may retake the vote by requesting a show of hands on his [her] own accord.”
- “Be focused. The presiding officer should not allow irrelevant discussion.
- Restate the question and, if necessary, directly request the member to
- ‘confine remarks to the pending question’.”
- “Be temperate. The presiding officer should use the gavel sparingly, tapping it once to open and close the meeting.”



10. Action by Boards

Actions of the boards shall proceed by motion, unless agreed to proceed by unanimous consensus. Seconds are required to all motions. Only one motion at a time shall be allowed. Motions may be withdrawn at any time prior to a vote or in accordance with the law. Motions shall be adopted by a majority of the votes cast unless otherwise required by these rules or by the laws of North Carolina. A majority is defined as more than half of the board members present for the vote.

Every member of the board should actively participate in voting unless excused by the remaining members in accordance with state law. A member who wishes to be excused from voting shall so inform the chair, who shall take a vote of the remaining members. No member should be excused from voting except upon matters in which the member has a conflict of interest (as outlined in the North Carolina General Statutes and case law). In all other cases, a failure to vote by a member who is physically present in the meeting, or who has withdrawn without being excused by a majority vote of the remaining members present, shall be recorded as an affirmative vote. However, board members are encouraged to make their voting positions clear by verbalizing their votes rather than allowing their silence to represent an affirmative vote. If a vote is unclear to the chair, then it will be up to the chair to call for a vote by hand.

11. Minutes

Generally, the minutes of all boards are considered public records. The public records laws should be relied upon in determining when all records, including minutes, are deemed public records. The staff member that is designated as the secretary or liaison to the board shall be considered the custodian of the minutes and should treat such documents as public record laws require. The North Carolina Department of Cultural Resources should be referred to as a necessary guide in determining the status of all records.

Draft minutes posted in a meeting documents packet shall be watermarked “DRAFT”. Once minutes are approved, they shall be posted in the appropriate section of the website module before the next meeting’s documents are posted and sent out.

Minutes will be “summary minutes” and will not be verbatim. The law requires that all minutes be “full and accurate”. The purpose of minutes is to provide a record of the actions taken by a board and not to provide a transcript of the discussions that occurred during the meeting. The minutes can also provide evidence on behalf of the board, that the board followed proper procedures in taking its actions. If no action is taken, the minutes may simply reflect that the meeting occurred, include the subject of the meeting and that no action occurred. It is not necessary to reflect the conversations and discussions of the board. The minutes should reflect motions made and seconds, identify the movants, dissenting votes, the general summary for the dissenting vote (or minority opinion), and the order in which the items before the board are addressed. All minutes shall be in written form. Minutes should contain enough information to act as an official record of the action taken, they should serve as a guide to staff and the Board in describing what action, if any, is recommended by the board, and they should be sufficient to be submitted as legal evidence as necessary. It is not necessary to record all discussions, particularly those discussions upon which no action is taken. Minutes shall include an accurate account of all guests that speak and a summary of what they spoke about.



Minutes for the Board of Adjustment should reflect in the record all findings pertaining to each hearing, every resolution acted upon by the board, and all votes of members of the board upon any resolution or upon the final determination of any question, indicating the names of members absent or failing to vote.

The following is an outline which may serve as a template for the boards in the preparation of meeting minutes.

- Name/identity of the board;
- Date, time and location of meeting;
- Time meeting called to order;
- Names of board members in attendance and those absent;
- Statement of whether or not there was a quorum present;
- Identification of subjects for consideration;
- Motions and seconds;
- Any conflicts of interest or abstainments from voting and votes thereon;
- Vote/Action taken by board;
- Dissenting opinion;
- Time meeting adjourned.

Each board shall vote to approve their minutes at their next meeting. Board members may suggest corrections to the minutes when they are in draft form. All board member suggested corrections should comply with this policy. Board members should not propose amendments to the minutes that conflict with this policy.

If audio recordings of board meetings are created, then the staff liaison shall maintain these audio recordings in accordance with the public records laws and Town policy.

12. Committees of the Boards

The board may create committees to facilitate the efficiency and effectiveness of the board's business by researching, studying, and deliberating issues on behalf of, and at the direction of, the full board. Recommendation and reports of any committee will be made to the full board for discussion and/or recommendation.

Minutes of committee meetings shall comply with this policy.

Public notice of subcommittee meetings shall follow the agenda notice requirements of Section 4 of this policy.

13. Remote Participation by Board and Commission Members (Amend. 9-13-2022)

Some or all board and commission members shall be allowed to participate remotely at its meetings and fully participate in all discussions and votes on business of the body. Said members shall be counted toward a quorum.



For members of the Board of Adjustment, remote participation shall not include participating or voting in quasi-judicial hearings, nor shall quasi-judicial hearings be held without a quorum of the members present in person, except during a State-declared State of Emergency and pursuant to the provisions of G.S. § 166A-19.24.

This section does not limit the number of scheduled meetings that a board or commission member may participate in remotely, nor does it limit the number of board or commission members who may participate remotely in a given meeting. These meetings conducted remotely shall provide an opportunity for the public to participate and comment during the meeting by remote methods, including email, telephone, video, and/or other methods, to the extent practical.

14. Meeting Recording

All advisory board and commission meetings shall be audio recorded. The staff liaison shall be reasonable for maintaining the recordings in accordance with the NC Public Records laws.

Audio/video media do not have a permanent life space and it would be inconvenient and difficult to continually copy audio/video minutes to ensure their permanent status. Once official meeting minutes have been adopted, the minutes become the official permanent record of the meeting.

15. Attendance *(Amend. 5-23-23)*

The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent. The chair or staff liaison of each board shall notify the Town Clerk on an as needed basis if there are members that are presenting attendance problems.

Members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent (30%) of the meetings during a twelve-month period. This removal shall be effective on the date of such notice.

15. 16. Ethics

Chapter 2, Appendix B of the Carrboro Town Code “The Code of Ethics for the Town of Carrboro Board of Alderman” shall also apply to all Town of Carrboro advisory board members. Section 3-42 of the Town Code shall also apply to all members.

16. 17. Coverage *(Adopted 11-21-17, Amend. 9-13-2022)*

This policy shall be applicable to all appointed boards and committees until such time that the policy statement is altered, modified or rescinded.

Commented [SA1]: Thoughtful. I thought there were an abundance of ideas related to improving the process and getting real results.

One Orange - Let's Get REAL on Racial Equity

RACIAL EQUITY ASSESSMENT (REAL)

Goal: When we achieve racial equity, race will no longer predict opportunities, outcomes, or the distribution of resources for residents of Orange County, North Carolina, particularly for communities of color. Therefore, it is important to evaluate initiatives and demonstrate how it aligns with the County's and/or Town's racial equity goals.

FAQ's:

What is the purpose of conducting this assessment? Conduct this assessment to measure how communities of color are affected by short- and long-term governmental decisions. It should be used by decision makers to evaluate new and existing initiatives. The word "initiative" is broadly used to cover policies, practices, processes, procedures, services, projects, and the like.

Who should use this assessment? Elected officials, boards, commissions, staff, community partners, and stakeholders to answer and evaluate "who, what, where, why, when and how" through a racial equity assessment lens.

When should the assessment be conducted? Each jurisdiction will determine when the assessment should be conducted. Once that decision is made, orientation on the assessment shall be provided to all relevant staff and/or stakeholders.

How do I conduct the assessment? The assessment is a worksheet that prompts users to consider the intention of the initiative and how it impacts communities of color. The assessment should generate discussion and analysis that helps government align its initiatives with the racial equity goal stated above. There is not a "correct" answer to the questions. The completion of the assessment has value based on its merit. Please answer each question under every step, to the best of your group's ability. Be as specific as possible. This worksheet is designed to help you fill in as many details as possible.

How do I get a copy of the lens? The Racial Equity Assessment Lens is included within this document below.

Racial Equity Assessment Lens (REAL)

NAME OF INITIATIVE PROGRAM/PROJECT	New or Existing?	Who is Conducting the Assessment?
Advisory Board & Commission Recruitment Process	Existing	Clerk's Office

ORIGIN AND DESCRIPTION

- For New initiatives – Why this initiative and why now?
- For existing initiatives- include background information and milestone dates

The process for appointments to town advisory boards and commissions are typically completed in February-March of each year, for expiring and vacant terms, leading up to the consideration by Town Council. The Clerk's office works with staff liaisons and advisory board chairs on applications received and/or eligible member re-appointments. These recruitment efforts follow the current advisory board recruitment and appointment policy. The Advisory Board Recruitment & Appointment Policy was initially adopted on 11-21-2017. Since then, several text amendments to this policy have been discussed and adopted by the Town Council on 12-1-2020 and 4-13-2021, respectively. These amendments have been within the section entitled "Composition" on page 2 of the policy, which details expanding the racial and ethnic diversity on advisory boards and commissions (full policy attached at the end of this document). As the policy currently states, consideration of advisory board appointments should not be brought forth to Town Council for consideration unless a diverse applicant pool is present. The exception to this rule is if any advisory board or commission is experiencing issues with achieving a quorum due to multiple vacancies, which prevents the board or commission from conducting business.

Processes for advisory board & commission recruitments also follow this policy. Vacancies occur throughout the year on all boards and commissions, and appointments are made by Council at various times outside of February-March as needed. The main recruitment efforts begin in late fall of each year leading up to February-March and includes creation & production of marketing materials for distribution, announcements on website/social media, "word of mouth" recruitment and recruitment assistance from the Town Council. The Clerk's office helps coordinate these recruitment materials & announcements with assistance by the Communications & Engagement Dept. The Clerk's office also notifies Town Council of any issues of diverse applicant pools for advisory boards and commissions and requests their assistance on recruitment, per the policy. As the applicants are submitted, the Clerk's office fields these to the appropriate staff liaison & chair and keeps record of the applications received. Further, the Clerk's office maintains a roster of current members and applicants, bringing forward applicants to Council for consideration following the policy.

DESIRED RESULTS

What specific results/outcomes are intended for the community or organization? (How will this initiative achieve this goal? Is anything being created, removed, incentivized, mandated, allowed, or assigned by this initiative?)

To recruit advisory board and commission members from all areas of Carrboro, representing every neighborhood if possible. For the members of these advisory boards and commissions to be more diverse in the future than they have been in the past. Continued work to enhance participation in boards and commissions by possibly offering incentives including stipends, childcare and transportation options. Also, offerings of virtual and hybrid meeting options to allow more ways members can attend meetings. Town Council will hold a work session to discuss advisory board and commission statuses, possible incentives, board combinations who share similar duties, and more efficient appointment processes.

To continue outreach and communication efforts for advisory board recruitment by continuing to utilize social media platforms, inclusion on town e-news and website postings. Additionally, continue to advertise using the Town Information Centers, printed Town calendars, Rec & Parks publications, Carrboro in Motion events and Carrboro Day event to ensure all recruitment efforts are not solely through the internet. A new effort could be to work with local businesses/Carrboro Business Alliance to place flyers inside downtown businesses for advertisement and recruitment. **Advertise on local radio stations – WCOM and WCHL.**

The current policy already calls for a diverse applicant pool before appointments are to be made by Council unless a quorum issue exception exists.

What policies are relevant to this initiative? How do racial and social inequities impact these areas? What does this proposal have the ability to impact? Consider topics and subtopics related to what you are trying to achieve, i.e., business, and economic development, labor and workforce development and retention, the judiciary, public safety, housing, education, health, transportation, environment, human services, youth, recreation, and COVID-19.

Topic/Issue	Baseline Data and Racial Disparities	Historical Root Causes of Disparities
For example, rather than write "education" below, list "attendance, school discipline, and commutes."	What does available data or research say about this issue? What disparities already exist within this issue?	What caused the numbers to look like they do today? Were the causes in the distant past and/or more recent? Were they purposeful or unintentional?
Representation on Advisory Boards	The available data shows that many of the Town's Advisory Boards do not have a diverse racial makeup.	Recruitment efforts in the past have relied on advertising (hanging posters, social media, etc.) and word of mouth to groups of people that may align with only a certain neighborhood(s) or demographic. These are mainstream, accepted practices in most communities that have been the same for many years. This has been unintentional. Lack feeling of inclusivity and belonging.
Recruitment efforts	In the past (prior to the 4-13-21 amendments to the recruitment policy), the recruitment efforts have not been widespread or varied. There	This has been unintentional. It could possibly have been purposeful in a way to limit participation of some

	was a limited effort and just utilizing “low-hanging fruit” only, with just a few methods used such as posting online and small promotions.	groups; however, it is hard to determine. Since amendments were made to the policy by Council, and the Communications & Engagement office has been created, more consistent, fair recruitment efforts have been made.
Member attendance issues	There are identified barriers to attendance such as lack of childcare, transportation, scheduled meeting times and limitations on technology to attend virtual meetings. This information has been relayed via advisory board members to the staff liaisons.	This has been unintentional. There historically seems to be issues with all advisory board and commission seats all being full due to transient residents, personal issues that arise such a change in job schedules that cause resignations or absence, and issues with lack of childcare, transportation to meetings or limitations with virtual participation. Additionally, due to COVID and all virtual meetings taking place, once in-person meetings were being held again, some members indicated they would rather remain virtual for more accommodating purposes, which has resulted in some resignations.

What is the specific desired result statement –

The desire is to create a diverse and fair recruitment process and have options that appeal to all demographics with solutions to common barriers e.g., **meeting schedule**, childcare/transportation options, member stipends, and that there are multiple ways of advertising opportunities that range from print to digital to interpersonal to keep interest levels high and at the forefront.

DEMOGRAPHICS (be as specific as possible)

<ul style="list-style-type: none"> Who is this initiative focused on? (Neighborhoods, geographic areas, racial groups, income groups, etc.) What data can you provide to describe the target population? What data is missing? <p>Consider groups based on race, earnings, education, geography, occupation, age, gender identity, sexual identity, religion, immigration status, etc. Consider atypical groupings.</p>	
BENEFITTING INDIVIDUALS OR GROUPS	BURDENED INDIVIDUALS OR GROUPS

<p>Funded initiatives -currently there is no funding with this initiative. A possible solution to help with Advisory Board recruitment and retention is to offer stipends and/or childcare options/transportation stipends for members. Town Council will be discussing at an upcoming work session. Follow-up- At the work session, Council expressed interest in stipends, following Chapel Hill's model, and directed staff to complete some additional research & report back to Council.</p>		
<p>If the new initiative is funded</p>	<p>Racial and ethnically diverse communities would benefit from more representation on advisory boards. Having diverse advisory boards will be more likely to recognize, create and promote initiatives that benefit the areas that are likely to be underrepresented traditionally.</p>	<p>n/a</p>
<p>Existing initiative is funded</p>	<p>n/a</p>	<p>n/a</p>
<p>Non funded initiatives</p>		
<p>If the new initiative is not funded</p>	<p>Those who can afford childcare and/or transportation could still be an advisory board member and attend meetings with little to no issue. Further, those who can afford childcare and transportation, most likely has easier access to use digital means to attend meetings & receive news on recruitment efforts. Advisory board initiatives may proceed that further benefit these groups or individuals because they have a means to attend and participate in meetings with less hardships.</p>	<p>Potentially qualified advisory board members are not able to participate due to lack of childcare or not being able to afford childcare or transportation to attend meetings. Further, these potential members may not have adequate access to internet and could miss out on recruitment efforts, which is why it is important to promote in non-digital ways. This could leave a gap in the voice at the table of/for a particular demographic. As a result, an advisory board may create or proceed with initiatives that further isolate or alienate certain demographics or people who aren't at the table.</p>
<p>If the existing initiative is no longer funded</p>	<p>n/a</p>	<p>n/a</p>
<p>COMMUNITY ENGAGEMENT</p> <p>List the individuals or groups who will potentially benefit the most or be burdened the most by this Initiative.</p>		

<ul style="list-style-type: none"> • How have you involved community members in developing this initiative? • Have you involved those directly impacted? • How have you addressed the concerns raised by community members? Especially those directly impacted. • Going forward, how do you plan to include voices of those most impacted / burdened? How? Please note if they are: (1) Already involved in the drafting of the process; (2) What is your first step in involving them; or (3) Why you are not involving them in the process. 	
Individual or Group	Already Involved, First Step to Involve, or reason for No Involvement
Citizens (traditionally involved on boards and commissions and have immediate access to information)	An Advisory Board and Commissions application is available for interested applicants. Information about each advisory board/commission is available for interested applicants (citizens) to review for interest. Advisory Board and Commissions recruitment efforts are published in Rec & Parks publications, featured in Carrboro news, emails, social media platforms, printed materials available at town Hall and public events (e.g., Carrboro Day, Carrboro in Motion, Town Information Centers).
Add Citizens (not traditionally involved)	
	<p>Going forward, based on the Council work session about advisory board and commissions, if new initiatives are implemented, outreach and engagement information will be updated and announced on all platforms. The work session surrounding advisory board and commissions will give Town Council an opportunity to hear from staff liaisons on ongoing issues and discuss incentives to recruit new, diverse members, and retain members. Also, going forward, creation of ongoing educational measures to show the important roles these boards & commissions play in government decisions will be beneficial.</p> <p><i>Some citizens can be burdened by this if they have a distrust in government or have had an experience(s) of not being heard by their local government or have been directly impacted by an action(s) of government (which could have stemmed from elected officials adopted items recommended by advisory boards, who are there to advise the elected officials). Additionally, citizens may be afraid of not being accepted if they tried to participate, so they just don't apply at all. A lack of education of what important purposes advisory boards & commissions serve to the local government may also prevent qualified citizens from applying. (add to the suggested category above?)</i></p>
Who else from the community should be involved in designing, governing, or executing the initiative? Please note if they are: (1) Already involved in the drafting process; (2) What is your first step involving them; or (3) Why you are not involving them in the process.	
Individual or Group	Already Involved, First Step to Involve, or reason for No Involvement

Town Council / Staff Liaisons	Staff liaisons comments received by Clerk's office can be relayed to Town Council and addressed at a Council work session as needed to discuss/address issues. Staff liaisons can report to Council at these work sessions to address ongoing concerns. A standing quarterly meeting of all advisory board liaisons would be beneficial to gather & share feedback.	
Citizen Involvement (suggestion)	Citizen Survey- poll/survey citizens what the barriers are for participating or not on boards/commissions. See what other disconnections may be with advisory board participation. Include this into the citizen survey, or conduct a special survey by posting on website, including in town news emails, at in person events and at Town Hall.	
Benefits		
<ul style="list-style-type: none"> • Which area(s) of the County/Town could be impacted by this Initiative? • Share any relevant data (link to jurisdictional map and/or information) • Consider differences such as towns, density between residential, commercial, rural, and suburban, access to resources, transit, geography, and proximity to health care services. 		
AREA	HOW AREA WOULD BENEFIT	HOW AREA WOULD BE BURDENED
Lower income	More outreach options would benefit these communities, including educational methods about advisory board/commission roles & their importance and stipend offerings.	Not being "plugged in" to town functions. Less access to internet & items posted solely online. Outreach would need to be extended past online only.
Communities of color / lower income	Offering incentives such as stipends and childcare/transportation stipends to allow participation in meetings. Also, education on the roles boards play and importance.	Fear of getting involved due to their particular demographics. Feelings of not being heard, or distrust of government based on past experiences, which may deter interest, even with incentives offered.

If you mentioned communities of color in the table of above, how might this Initiative negatively impact them?

- Not being plugged into the community due to the neighborhood they live in, or their neighborhood does not have an active HOA (or the like) that shares information with residents.
- Feeling of disconnect with government or distrust of government.
- Fear of getting involved due to past experiences that affected them personally, affected their friends/family and/or affected their neighborhood.
- Feeling of not being heard if they are the minority on a board.
- Lack of awareness of offerings due to limitations of internet, digital presence.
- Unable to participate due to childcare or transportation issues.
- Unable to participate due to work hours or obligations that aren't the "normal working hours."

If you mentioned people with low incomes in the table above, how might this Initiative negatively impact them? There could be technology disadvantages such as less internet capabilities in general. Without access to these devices, residents may be unaware of opportunities available and/or can't participate on Zoom, Teams, YouTube, etc., and there may be a basic lack of awareness of government functions in general. They may miss out on the new incentives being offered if promotions are solely posted online.

Lower income residents may be unable to secure childcare or transportation to attend meetings. Additionally, these residents may hold jobs that have undesirable hours that prevents them from attending regularly scheduled meetings, even if they had childcare and transportation.

Lower income communities typically are subject to less options than larger income communities, or neighborhoods, and historically aren't as "plugged in" to their local government, or community.

IMPACTS

Considering the Section above when filling out the table below on unintended consequences.

- What are the unintended consequences of this Initiative? Investigate if there have been other initiatives of this type. If yes, what is known about the effect of these Initiatives, especially of different racial groups?
- What can be done to mitigate any negative impacts?
- Are there any challenges that need to overcome? How?
- Share any relevant data.

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Type	Potential Unintended Consequence	Mitigation Strategies to Prevent Consequences and Advance Racial Equity
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<p>SOCIAL Consider native and long term residents, rural residents, transit, trust in government, education, etc.</p>	<p>People of color and other demographics may not trust government's outreach. They may feel that it needs to be broader in its reach. They may feel that the outreach is targeted to one set demographic or neighborhoods of "higher significance."</p>	<p>There could be additional outreach measures added to community outreach and expand the forms of public relations to those other than digital platforms.</p> <p>Council has worked to enhance and promote diverse applicants to advisory boards by amending the advisory board recruitment & appointment policy several times and not making appointments to boards until a diverse pool is achieved (unless there is a quorum issue).</p>
<p>ECONOMIC Consider wages, competition, tourism, unemployment, small businesses, etc.</p>	<p>If stipends were to be made available for advisory board members, it would need to be in an equitable fashion across all boards and consistent (e.g., option to opt-in or out of stipend)</p>	<p>Stipends could be provided for Advisory Board members which could be used for childcare needs and transportation. Public transit vouchers could be given as well.</p>
<p>HEALTH Consider impacts on pollution, health access, existing health disparities, etc.</p>	<p>N/a</p>	<p>N/a</p>
<p>ENVIRONMENT Consider impacts on pollution, natural resources, transit, etc.</p>	<p>N/a</p>	<p>N/a</p>
<p>OTHER Consider how a resident might interact with this measure "start to finish." Think through the best- and worst-case scenarios</p>	<p>N/a</p>	<p>N/a</p>

Is your initiative realistic, adequate resources to ensure successful implementation? **Yes.** Council will discuss and make some decisions toward the proposed new initiatives including stipends, and budgeting for adequate funding if this is a direction Council decides to enhance advisory board participation/recruitment. Additional educational outreach is also a realistic initiative.

What challenges should be overcome? **Outreach and promotion.** If new initiatives are put into place, it will be important to ensure efforts are being made to spread the word and educate residents to encourage new and continued participation. **How?** Work with Communications & Engagement Dept. to develop or enhance promotional materials and outreach in various formats. Also, discuss with advisory board liaisons at quarterly meetings in a round table setting to brainstorm continued & new outreach methods.

Share any relevant data?

ACCOUNTABILITY

How will the impact of the initiative be measured? Council is updated, per current advisory board recruitment policy, by Clerk's office if diverse applicants aren't being received, to aid in public relations. Clerk's office would continue to monitor the demographics of the applicants and keep Council updated, as well as work with staff liaisons on advisory board concerns. Council & staff liaisons receive an applicant matrix when certain appointments need to be made. If new incentives are created for advisory board members, data should reflect if more applications are received from more diverse applicants and if member retention improves.

What success indicators or progress benchmarks are incorporated in the proposed Initiative? (Provide indicators/benchmarks/metrics) If a diverse applicant pool isn't achieved, appointments can't be made which holds up the work of the boards/commissions from operating. If new incentives are created for advisory board members, data should reflect if more applications are received from more diverse applicants and if member retention improves.

What is missing? What will happen if these metrics are met and what will happen if they are not met? With more applicants, especially diverse applicants, advisory board appointments can be made quicker, which results in work of the boards staying on track and it is not held up due to a lack of quorums. The opposite would happen with a continued lack of diverse applicants, which would stall the work of the boards which often need to be discussed at this level before going forward to Town Council for final action.

In what way does this Initiative deeply consider the experience of the residents it will impact? The initiative wants a diverse member makeup of the Town's Advisory Boards and Commissions from Town residents in all demographics, neighborhoods, ethnicities & race. (Recommendations/decisions reflected of Carrboro population)

How will you share you results with your leadership and other funders? Applicants have been and will continue to be shared with the Council and a matrix of applicants are presented when considering appointments to the Boards & Commissions (continuing to follow the current Advisory Board Recruitment & Appointment Policy). If stipend or other incentives are enacted, Council can be provided status updates every so often on how it's working and if it is making an impact on participation and diverse applicant numbers. Clerk's office to conduct quarterly or bi-annual check-in meetings with advisory board staff liaisons to gather feedback, concerns, and share information.

How will you share results with community members and stakeholders? Any advisory board policy changes and appointments are made in open Town Council sessions that are open to the public and they are all part of the public record. Council meetings are broadcast online and on the local cable tv channel. Meeting videos are also easily found on the Town's website. Also, inquiries can be made to the Town Clerk's office about appointments. Town Council updates are provided via the Communication & Engagement office as well.

How will you acquire feedback from community members and stakeholders and incorporate findings? The Clerk's office will report to the Council on any lack of diverse applicants on advisory boards. Suggestion to add a section onto the Carrboro citizen survey and/or website (or community events) which will ask for

feedback from citizens on advisory boards participation- find out what their limitations are for participating to further gather information on possible continued recruitment efforts & new initiatives.

RECOMMENDATIONS

- Continue adhering to the Advisory Board Recruitment & Appointment Policy as written (or as amended in the future).
- Continue to broaden outreach and recruitment of Advisory Board/Commissions outside of digital means.
- Place recruitment emphasis on sectors of community where there are more people of color and lower income.
- Explore stipend or pay for Advisory Board members for attending meetings, for childcare and/or transportation needs. **Also consider meeting schedule.** Town Council work session will be held to address various advisory board topics and more recommendations may transpire from the Council.
- Include questions on citizen survey on advisory board participation and seek what limitations may exist.

SIGNATURES OF ASSESSOR(S):

Wesley Barker, Town Clerk Mary Bryant, Deputy Town Clerk

DATE REVIEWED BY CORE TEAM:

4/10/23

RECOMMENDATIONS/FEEDBACK – CORE TEAM:

This analysis of Advisory Board Recruitment and Appointment is thoughtful and comprehensive. The description of the process is complete, and there is a detailed list of barriers to communities of color. The recommendation to work with local businesses for advertisement and recruitment is excellent.

The Advisory Board System is complex. We suggest looking at the system as a whole including “recruitment”, “appointment” and “service including board roles/missions and terms.” These processes are interrelated. For example, a barrier to recruitment may be that the lengths of service, about three years, which may be considered a longtime commitment to some residents.

We would like to see additional attachments – primarily data showing the demographic makeup of existing boards. The Town will not know about our progress to diversify boards and commissions without creating an excellent tracking system. This may require assistance from GIS or other data-professionals. It would be important to also show a geographic representation of membership residences across town. We should create a dashboard that is publicly available for review, at the forefront - perhaps on a central webpage. Can we set some goals and track progress for the next five years?

Can we consider an exit survey for board members?

Advisory boards and commissions need to consider meeting dates/times.

Do we have a definition of “diverse applicant pool” within the policy? We use the term frequently – but it’s not defined. Is it reflective of the town population or is there another measurement?
Reviewing the calendar for the appointment process, we’re wondering whether the February month for term expirations could be an issue. If the calendar was shifted so that recruitment took place at the beginning of the school year (August or September), would that be helpful to residents?
Regarding the note about funding for the initiative (stipends, child care, etc.), please also include funding for recruitment/advertising. Many clubs and marketing initiatives offer bonuses for existing members who bring in new members. Could we test something like that?
The Citizens Academy is often considered a recruitment method for advisory boards. How does this play into the analysis?

DATE REVIEWED BY RACIAL EQUITY COMMISSION:
5/10/2023

RECOMMENDATIONS/Feedback from RACIAL EQUITY COMMISSION:

Remove obstacles from participating.
Advertise board and commission vacancies using multiple platforms – radio stations – WCOM, newspapers (?), kiosks/information centers, drop off locations that community members frequent, cybrary , churches and UNC.
Set goals to fill seats with diverse voices on every board and commission.
Spend time in the community and share information along with other important services, etc.
Information should be in different languages.
Is it possible to have a “hotline” where people can call in to find out about vacancies and other information items?
What is the Town of Chapel Hill doing to fill the seats with representatives that look like us?
Can meetings be held throughout Town and not in one place all the time? In community?
How about virtual opportunities for those that don’t have internet access?
Consider providing childcare for members and transportation to and from meetings (pickup stops).
Could be a great part-time job for someone. Rent or use a town van.
Offer opportunities for community members to experience serving on a board or commission.
Provide training for new members about protocol, etc.
Be creative and welcoming to all members of the community.
How can the Town build a sense of community and belonging for everyone?

Town of Carrboro Advisory Board Recruitment and Appointment Policy

11-21-2017,12-4-2018,12-1-20,3-16-21

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TOWN OF CARRBORO TOWN COUNCIL Recruitment and Appointment Policy

Adoption: 11/21/2017, Amended 12-4-2018, 4-13-21

Purpose

The purpose of this policy is to establish a policy and procedures whereby the Town Council will make appointments to public advisory boards, committees, commissions, councils, and taskforces (hereinafter “boards”). The Board shall also establish a policy and procedures whereby the Board makes appointments to public authorities that have Carrboro representatives or are Town of Carrboro Authorities.

Composition

The Town of Carrboro Town Council shall appoint all voting and non-voting members to boards. The Town Council shall endeavor to appoint members who represent the ethnic, cultural, demographic, and geographic diversity of the community. The Town Council has a goal of promoting racial and ethnic diversity on advisory boards. To the extent possible, the Town Clerk will bring forth applications that will expand the racial and ethnic composition of the existing advisory board. If no applications exist that will expand the racial or ethnic diversity of the advisory board, the Town Clerk shall notify the Town Council of the lack of racially or ethnically diverse applicants and at such time request that the Town Council work to recruit additional applicants. If the advisory board must have appointments due to membership numbers resulting in a lack of quorum, the Town Clerk shall bring forth applications regardless of the

racial and ethnic diversity of applicants and request that the Town Council make the appointments. The Town Council should consider the following when making appointments:

- Address
- Neighborhood/Geographic location
- Date of Birth
- Length of Residence in Carrboro
- Gender
- Race
- Ethnicity
- Occupation
- Advisory Board Service
- Experience/Skill Set/Expertise
- Community Activities/Involvement/Organizations

Authority

The North Carolina General Statutes, the Town of Carrboro Charter, the Town of Carrboro Town Code and the Town of Carrboro Land Use Ordinance provide the enabling legislation for the Town's Boards.

Periodic Review

This policy may be changed or adjusted as deemed necessary by the Board. The Town Clerk shall review the policy and make sure the policy is up-to-date.

Recruitment and Appointment Process

- a. Prior to the annual February term expirations, and when midterm vacancies occur, the Town Clerk will advertise that the town is accepting applications for upcoming openings on advisory boards and commissions.
- b. Applications will be taken until all seats are filled. Applications received after the seat(s) have been filled will be placed on file by the Town Clerk and held for future vacancies for a period of 12 months. If vacancies exist on other boards, the Town Clerk will let the applicant know of those vacancies. If interested, applicants will be encouraged to apply. Midterm vacancies shall be filled from applications on file without special advertising efforts unless requested by the Town Council.
- c. All new candidates must complete an application to be considered for appointment.
- d. Currently serving advisory board members, whose first full terms are expiring in February, will be contacted by the Town Clerk and asked if they would like to be considered for reappointment. If so, no new application is needed from the member. The Town Clerk shall report to the Board Chair that the member wishes to be reappointed. The Chair shall provide the recommendation/review form for the current member to the Town Council, just as with new applicants.
- e. The Town Clerk will notify all applicants of receipt of his/her application.

- f. The Town Clerk shall forward copies of applications to the advisory board chairs as soon as possible after receiving an application.
- g. Each chair shall contact each applicant and invite them to at least one meeting of their board so they may understand the responsibilities of the board and the necessary time commitment. (Chairs should contact Town staff in the event of a language barrier.) The chairs shall also talk with the applicants about their interest in serving on the advisory board. Board chairs may meet personally with applicants if a meeting of their board is not anticipated within 30 days following receipt of the applicant's request for appointment. This would be in lieu of having the applicant attend a meeting of that board or commission. If applicants do not attend a meeting after two phone calls or emails, then the Chair shall notify the Town Clerk of that fact and said application will be removed from further consideration.
- h. The chair of each board shall submit a Review Form to the Town Clerk within one week of the applicant's attendance at a meeting. If a meeting is not planned, the chair shall provide a Review Form to the Town Clerk within one week of a conversation with the applicant.
- i. Copies of all applications and recommendation forms received shall be forwarded to the Mayor and Town Council pursuant to the goals expressed in the Composition section above.
- j. If there are no applicants for the Board in question, the Chair may contact applicants that have applied for other boards. Board chairs should contact the Town Clerk to obtain these applications.
- k. If a Chair Form has not been received from board chairs within three weeks after being forwarded from the Town Clerk, the Town Clerk shall contact the chair and request a status report.
- l. By March 1, the Mayor and Town Council shall endeavor to make appointments to boards and commissions to fill annual expired terms.
- m. The Mayor and Town Council shall endeavor to make appointments to unexpired terms with vacant seats within one month of the Town Clerk receiving application(s).
- n. Appointments to unexpired terms of 12 or fewer months will be simultaneously appointed to the following 3-year term.
- o. As a presumptive policy, the Town Council will not appoint a person to serve on multiple advisory boards or commissions at the same time. However, the Council retains the discretion to make exceptions to this policy. (Amended 4-10-18)

APPOINTMENTS TO AUTHORITIES

The OWASA Board of Directors and Tourism Development Authority are considered "Authorities" under

NC General Statutes. The Town Council will consider applications for those authorities and be responsible for making appointments as they are directed per law. The Council may at times choose to interview applicants for the representative seats by any method that they choose. All appointments will be made in open session by the ballot procedures established in the policy.

Advisory Board Appointment Method

The Town Clerk shall provide an information matrix, related to composition information as shown above, for the Town Council to consider when there are more applications than open seats available. The Town Council may also request further information from the Town Clerk as it desires.

Unless the Town Council agrees by majority vote or consensus to follow another procedure, the Council shall use the following procedure to appoint individuals to various subordinate boards and offices:

Voting Method

- a. The Town Clerk will provide a ballot listing the names of all applicants presented in the agenda packet to each Council Member.
- b. Prior to voting, the Council shall open the floor for discussion of the applications.
- c. Each Council Member shall sign their name to the ballot and indicate their choice in candidate(s) by marking next to the candidate(s) name.
- d. Each Council Member will vote only for the number of candidates that there are vacant seats to fill.
- e. The Clerk shall collect the ballots and announce the candidate(s) receiving the highest number of votes and indicate the position that each candidate has been appointed to fill.
- f. The Town Clerk shall then read into the record the names of the candidates receiving the highest number of votes. The Town Council shall then make appointments per motion and second. The minutes shall indicate fully the written and verbal voting record of each Council Member.

Terms (Amended 12-4-18)

- a. Members are appointed to staggering three-year terms on all advisory boards that expire annually in February. The Carrboro Tourism Development Authority members are appointed to one-year terms that expire annually in January.
- b. Members are limited to two full terms. After completing two full terms, a member must take off one year before applying for re-appointment to the advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Town Council may make exceptions to this rule under the following circumstances:
 1. To retain diversity on an advisory board;
 2. A lack of applicants.

Attendance

- a. The chair or staff liaison of each board or commission shall notify the Town Clerk on an as needed basis if there are members that are presenting attendance problems.
- b. Unless the chair waives the requirement, members shall be removed if they are absent from three consecutive meetings or if they miss more than 30% of the meetings during a 12-month period. The Town Clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have 10 days after receipt of such notice to waive the removal. If the chair fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.

Resignations

- a. Resignations must be submitted in writing via email to the chair, the staff liaison, or the Town Clerk. If the resignation is submitted to the chair or the staff liaison they should forward the resignation to the Town Clerk as soon as possible.