

Town of Carrboro

301 W. Main St., Carrboro, NC 27510



Meeting Agenda - Final

Tuesday, May 21, 2024

7:00 PM

Council Chambers - Room 110

Town Council

7:00-7:15**A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS****National Public Works Week Proclamation****Pride Month Proclamation****7.15-7:20****B. ANNOUNCEMENT OF UPCOMING MEETINGS****7:20-7:40****C. PUBLIC COMMENT****7:40-7:55****D. CONSENT AGENDA**

1. [24-110](#) Approval of minutes from Town Council meetings held on May 9, 16, 23, June 6, 13 and 15, 2023.
2. [24-111](#) Appointment to the Orange County Climate Council
PURPOSE: The Town Council to appoint a resident to the Orange County Climate Council.
3. [24-097](#) Request to Award Aboveground Fuel Tank Installation Contract

PURPOSE: The purpose of this agenda item is to request that the Town Council award the Aboveground Fuel Tank Installation Project to JF Petroleum Group.

Attachments: [A - RFQ Scoring Rubric](#)
[B - Equity Pocket Questions](#)
[C - Resolution](#)

4. [24-099](#) Approval of the 2024-2025 HOME Investment Partnership Program Annual Plan

PURPOSE: This item is for the Town Council to consider approving the HOME Investment Partnership Program's Annual Plan activities for FY 2024-2025.

Attachments: [A - HOME FY24-25 Resolution Carrboro Funding Action Plan](#)
[B - Orange County FY 2024-2025 HOME Annual Action Plan \(Draft\) 4.3.2024](#)
[C - Pocket Questions - Annual Action Plan](#)

5. [24-101](#) Permit Extension Request for Previously Issued Special Use Permit-A for Mixed Use Building at 603 Jones Ferry Road

PURPOSE: The purpose of this agenda item is for Town Council to consider approving a request for an extension of the date when a Conditional Use Permit would otherwise expire for a Mixed-Use Building at 603 Jones Ferry Road. Town Staff recommends approval of the request

Attachments: [A - Resolution Approving Permit Extension](#)
[B - Letter from Applicant Explaining Extension Request](#)
[C - Staff Report](#)
[D - SUP-A Permit Extension Request Pocket Questions](#)

6. [24-103](#) Permit Extension Request for Previously Issued Special Use Permit-A for Commercial Building at 201 North Greensboro Street

PURPOSE: The purpose of this agenda item is for Town Council to consider approving a request for an extension of the date when a Special Use Permit-A would otherwise expire for a Commercial Use Building at 201 North Greensboro Street. Town Staff recommends approval of the request.

Attachments: [A - Resolution Approving Permit Extension](#)
[B - Letter from Applicant](#)
[C - Staff Report](#)
[D - SUP-A Permit Extension Request Pocket Questions](#)

7. [24-104](#)

Request to Set a Public Hearing on Land Use Ordinance Text Amendments Relating to Attendance Policies for Board and Commission Members

PURPOSE: The purpose of this agenda item is for the Town Council to set a public hearing to consider amendments to the Land Use Ordinance to revise language associated with advisory board and commission attendance policies and procedures.

Attachments: [A - Resolution](#)

[B - Draft Ordinance Amending LUO - Advisory Attendance](#)

[C - Illustrative Mark Up of Draft Ordinance](#)

[D - Draft Ordinance Amending Town Code - Advisory Attendance](#)

[E - Pocket Questions](#)

8. [24-109](#)

Resolution to Support Bicycle Friendly Community Application

PURPOSE: The Town of Carrboro is scheduled to submit an application to the League of American Bicycles to maintain its status as a Bicycle Friendly Community in June 2024. Communities are encouraged to include letters of support as part of application materials. A resolution for the Town Council to express its ongoing support of the Town's status as a Bicycle Friendly Community has been prepared for the Council's consideration.

Attachments: [A - Resolution in Support of 2024 BFC Application.docx](#)

[B - 2024 BFC Application - Pocket Questions.docx](#)

9. [24-112](#)

Independent Audit Contract Final Payment for FY 2023 and Contract for FY 2024

PURPOSE: The purpose of this item is to both finalize payment for services completed by FORVIS, LLP as an independent auditor to the Town of Carrboro for FY 2023, including audit services, explanation of findings, and preparation of financial statements; additionally, this item serves to award a contract for the Town's annual independent audit for the fiscal year ending June 30, 2024 to FORVIS, LLP

Attachments: [A - LGC-205-Amended-Audit-Contract-Form - Carrboro FY 23 Final Payment](#)

[B - Town of Carrboro 6-30-2023 FORVIS Executed](#)

[C - LGC-205-Standard-Audit-Contract-Form - 2024](#)

[D - Town of Carrboro - FY 2024 Audit Engagement Letter DRAFT](#)

[E - Pocket Questions for Awarding FY 2024 Audit Contract](#)

7:55-8:10

E. PUBLIC HEARING

1. [24-100](#) Legislative Public Hearing for Conditional Zoning at 400 North Greensboro Street

PURPOSE: The Town has received a petition to amend the zoning classification for the property at 400 North Greensboro Street from CT to B-1G-CZ for the purpose of developing a three-story multi-family residential project. The Town Council must receive public input before reaching a decision on this request.

Attachments: [A - Consistency Resolution 400 N Green Map Amend 04-21-2024](#)
[B - Draft Zoning Map Amendment](#)
[C - Rezone Vicinity B1gcz](#)
[D - Staff Report 400 N Greensboro](#)
[E - Narrative & Petition for Change of Zoning](#)
[F - Plans 400-CRZ-FULL](#)
[G - NIM Notes & Sign-in Sheet](#)
[H - LUO Excerpts from ART IX & XX](#)
[I - Certification of Mailed Notice](#)
[J - Comments](#)
[K - Racial Equity Pocket Questions for 400 N Greensboro Rezoning](#)

8:10-8:20

F. MATTERS BY COUNCIL MEMBERS