



# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Meeting Agenda Board of Aldermen



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Tuesday, September 15, 2015

7:30 PM

Board Chambers - Room 110

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### 7:30-7:35

#### A. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

1. [15-0331](#) Carrboro Bicycle Coalition - Recommendation of Steps to Gold Level

#### B. RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

### 7:35-7:40

#### C. CONSENT AGENDA

1. [15-0323](#) Approval of Previous Meeting Minutes
5. [15-0333](#) Schools Adequate Public Facilities Ordinance (SAPFO) - Recommended Update to Student Generation Rates

**PURPOSE:** The SAPFO Memorandum of Understanding outlines a process for updating student generation rates used in the SAPFO processes. A study of student generation by housing types was completed in 2014; in May needed corrections were identified. The Orange County Board of County Commissioners is scheduled to consider adoption of the new rates on October 6th, 2015; comments from the other parties to the MOU have been requested by September 18th.

**Attachments:** [Attachment A - Resolution - Amended Student Generation Rates](#)  
[Attachment B - Revised SGR Table \(May 2015 Revision\)](#)

### 7:40-8:00

#### D. PUBLIC HEARING

1. [15-0324](#) Public Hearing for a Conditional Use Permit for Pizzeria Mercato Restaurant at 408 West Weaver Street

**PURPOSE:** The Town has received an application for a Conditional Use Permit (CUP) to allow a restaurant (use #8.100) on the property located at 408 West Weaver Street. Prior to reaching a decision, the Board of Aldermen must hold a public hearing to receive input on the CUP.

**Attachments:** [Complete Plans 408 West Weaver Street](#)  
[Comments #1](#)  
[Satellite Parking Document](#)  
[Advisory Board Combined](#)  
[CUPSUP Wksheet](#)

E. OTHER MATTERS

**8:00-8:15**

1. [15-0330](#) Authorization for the Town Manager to enter into agreements with DFI, Kidzu & The ArtsCenter and Adopt an Amendment to the FY 15-16 Budget Ordinance

**PURPOSE:** The purpose of this item is to grant authorization to the Town Manager to enter into agreements with the Development Finance Initiative (DFI), Kidzu & The ArtsCenter and to adopt associated budget amendments.

**Attachments:** [Attachment A: DFI Proposal](#)  
[Attachment B: MEMORANDUM OF AGREEMENT REGARDING FEASIBILITY 9-4-2015](#)  
[Attachment C: Resolution Authorizing TM to Enter into Agreements with DFI, Kidzu and The ArtsCenter](#)  
[Attachment D: Budget Ordinance Amendment - DFI -Kidzu and Arts Center Agreement.docx](#)  
[Attachment E: Letter from Kidzu & The ArtsCenter](#)  
[Attachment F: Pathway Status Report since 6-23-15](#)

**8:15-8:35**

2. [15-0325](#) Update on Town Transportation Projects and Initiatives

**PURPOSE:** The purpose of the agenda item is to provide the Board with an update on the status of new and existing transportation projects and initiatives in the Town.

**Attachments:** [Attachment A - Resolution](#)  
[Attachment B - Transportation initiatives](#)

**8:35-8:55**

3.     [15-0329](#)     Update and Report Regarding Mediation Related to the Lloyd Farm Development Application

**PURPOSE:** The Board is asked to receive an update on the status of mediation and facilitated meetings that have taken place regarding the proposed Lloyd Farm development application.

**8:55-9:10**

4.     [15-0321](#)     A Resolution Recommending an Appointment to the Orange County Human Relations Commission

**PURPOSE:** The purpose of this agenda item is for the Mayor and Board of Aldermen to consider recommending an applicant for appointment as one of the Town of Carrboro's representatives on the Orange County Human Relations Commission.

**Attachments:**   [A Resolution Recommending an Appointment to the Orange County Human Relations Commission.docx](#)

F.     **BRIEF UPDATE BY BOARD MEMBERS**

G.     **MATTERS BY TOWN MANAGER**

H.     **MATTERS BY TOWN ATTORNEY**

I.     **MATTERS BY TOWN CLERK**







# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 15-0333

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**Agenda Date:** 9/15/2015

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Schools Adequate Public Facilities Ordinance (SAPFO) - Recommended Update to Student Generation Rates

**PURPOSE:** The SAPFO Memorandum of Understanding outlines a process for updating student generation rates used in the SAPFO processes. A study of student generation by housing types was completed in 2014; in May needed corrections were identified. The Orange County Board of County Commissioners is scheduled to consider adoption of the new rates on October 6th, 2015; comments from the other parties to the MOU have been requested by September 18th.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Patricia McGuire - 919-918-7327; [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org)

**INFORMATION:** As part of the 2015 update of the SAPFO Technical Advisory Committee (TAC) report ([http://www.orangecountync.gov/2015\\_SAPFOTAC\\_Annual\\_Report.pdf](http://www.orangecountync.gov/2015_SAPFOTAC_Annual_Report.pdf)), Orange County contracted with Tischler-Bise to update the student generation rate analysis. Previous numbers were from the 2007 Impact Fee Study which included student generation rates from the entire housing stock. New rates were developed based on an inventory of residential units built from January 2004 through December 2013. Subsequent to the Board of Aldermen's approval of the report in April, Orange County staff discovered that some of the units had been classified incorrectly. The revised rates, prepared in May by Tischler-Bise are based on the corrected data (*Attachment B*). These rates are recommended for use in SAPFO processes.

The Board of Aldermen requested other follow-up in association with approval of the SAPFOTAC report on April 7th. Staff is working on compiling the requested information and will be scheduling for Board review.

**FISCAL & STAFF IMPACT:** None noted with the adoption of the new rates.

**RECOMMENDATION:** Staff recommends that the Board of Aldermen consider adoption of the attached resolution supporting use of the new rates in SAPFO processes (*Attachment A*).

A RESOLUTION RECOMMENDING ADOPTION OF THE CORRECTED STUDENT GENERATION RATES – 2014  
TISCHLER-BISE STUDY, AS AMENDED IN MAY 2015

WHEREAS, the Town of Carrboro has had a longstanding interest in the success and excellence of the Chapel Hill-Carrboro City Schools; and

WHEREAS, the Board of Aldermen accepted the Schools Adequate Public Facilities Technical Advisory Committee (SAPFOTAC) 2015 Report on April 7, 2015; and

WHEREAS, due to clerical errors, corrections to the Student Generation Rates prepared by Tischler-Bise that were included in the report were made in May ; and

WHEREAS, the Board of County Commissioners is scheduled to adopt the corrected rates on October 6<sup>th</sup> and comments from the Town and other SAPFO partners have been requested by September 18<sup>th</sup>.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Carrboro recommends:

1. Adoption of the updated Student Generation Rates (2014 Tischler-Bise Study, updated per corrections in May 2015).

This the 15th day of September in the year 2015.

## TischlerBise Student Generation Rates – 2014 (May 2015 Revision)

Chapel Hill/Carrboro Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.61	0.84	1.13	0.84
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	<del>0.18</del> 0.27	<del>0.44</del> 0.42		<del>0.34</del> 0.38
Multifamily/Other	<del>0.13</del> 0.11	<del>0.43</del> 0.47		<del>0.20</del> 0.18
Manufactured Home	0.268	0.86		0.78
Weight Average for Chapel Hill/Carrboro School District				0.49

Orange County Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.35	0.57	0.57	0.44
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.07	0.17		0.15
Multifamily/Other	0.08	0.67		0.17
Manufactured Home	0.67	0.47		0.52
Weight Average for Orange County School District				0.37

Source: Student Generation Rates for Orange County School District and Chapel Hill-Carrboro School District, TischlerBise, October 28, 2014,  
Revised May 7, 2015





# Town of Carrboro

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301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 15-0324

**Agenda Date:** 9/15/2015

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### TITLE:

Public Hearing for a Conditional Use Permit for Pizzeria Mercato Restaurant at 408 West Weaver Street

**PURPOSE:** The Town has received an application for a Conditional Use Permit (CUP) to allow a restaurant (use #8.100) on the property located at 408 West Weaver Street. Prior to reaching a decision, the Board of Aldermen must hold a public hearing to receive input on the CUP.

**DEPARTMENT:** Planning Department

**CONTACT INFORMATION:** James Thomas, 918-7335

### INFORMATION: Background

Ben Barker, restaurant owner has submitted an application for a Conditional Use Permit (CUP) for a Restaurant (Use 8.100) at 408 West Weaver Street, further identified at Orange County Parcel Identification Number 9778 -76-3549. The building was used as a Low Volume Retail (Use 2.120) in the past and is presently vacant. Very minimal exterior changes will be occurring, but substantial interior renovation will be taking place for the restaurant.

### Access, Parking and Bike Parking

#### Access:

The driveway access on the eastern side of the building will be closed to vehicular traffic by the installation of planters and the installation of a bike rack behind the planters. The entrance to these parking spaces will be via the driveway access presently serving Country Junction Restaurant.

#### Parking:

Section 15-291 of the LUO recommends one (1) space for every 100 square feet of gross floor area. The number of parking spaces required for the site is thirty (30), but twenty-nine (29) spaces required due to having a bike rack providing spaces for ten bikes. The applicant has provided nineteen (19) parking spaces- one (1) of those spaces is a handicap parking space. The applicant has acquired ten (10) satellite parking spaces (see attachment) at 212 West Main Street (Ontjes Building) between the hours of 6pm and 10pm- these satellite spaces do meet the requirement of being within 400 feet of the subject property per Section 15-298(b) of the LUO.

The eight (8) parking spaces on the western side of the building will back up into the Elm Street in order to exit the space- Section 15-295(a) of the LUO prohibits this, but this is a continuation of the existing non-conformity.

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Bike Parking:

The applicant intends to install a bike rack on the eastern front portion of the property- behind the planters to be installed. This bike rack has been reviewed by Transportation Planner and is in compliance of the recommended bike rack per the LUO.

**Screening, Shading and Tree Canopy**

Screening:

The required screenings for this project are based on the requirements of Section 15-308 of the LUO. Section 15-308 of the LUO prescribes that Restaurant (Use 8.100) should provide a type B screen along the northern property line. The screening has been provided by the existing fencing and the applicant intends to install additional shrubs along this property line.

Screening along the southern property line would require a type C screen and this will be met by the installation of the raised planters along the front portion of the restaurant.

A type C screen is required along the western property line or along Elm Street. Due to the parking on this side of the building the applicant has provided written justification to continue this non-conformity of not providing the screening along this property line.

Screening along the western property line is not necessary due to a similar use.

Shading:

Section 15-318 of the LUO requires that thirty-five (35) percent of the vehicle accommodation area be shaded. The applicant has provided written justification for the continuation of this non-conformity.

Tree Canopy:

Section 15-319 of the LUO requires that fifteen (15) percent of the lot have a tree canopy of either existing tree or trees to be installed - the applicant has provided justification for the continuation of this non-conformity.

**Stormwater, Drainage and Grading**

Stormwater:

Stormwater provisions were not triggered with this project due to Section 15-263(a)(6) of the LUO. In essence, exterior improvements did not exceed \$100,000.00 and this section of the LUO exempts stormwater improvements below this threshold.

Drainage:

All drainage patterns will remain the same as pre-construction conditions.

Grading:

There will no grading taking place on-site.

**Utilities**

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The existing sanitary sewer line will remain and a new grease trap will be installed. The existing water will be serving the proposed addition. OWASA has reviewed the plans and has determined that the existing water and proposed sanitary sewer facilities are adequate to serve the proposed project. No other water and sewer changes are proposed as part of this project.

The Town of Carrboro Public Works Department and Orange County Solid Waste have reviewed the location of the dumpster and is satisfied with its location and construction.

Lighting:

A minimal number of decorative lights will be added to the exterior portion of the existing building.

**Continuation of Non-Conformities**

Section 15-126(c)(2) of the LUO states that the Board of Aldermen may conclude that compliance is not reasonably possible if the cost of compliance is disproportional to the benefits of eliminating a nonconformity. Below is a list of those non-compliances and see attachment from applicant for reasoning for not rectifying non-compliances:

1. installation of 10 wide sidewalk along West Weaver Street.
2. tree canopy requirement of 15 percent within the B2 zoning district per Section 15-319 of the LUO.
3. shade tree requirement of 35 percent in the parking areas per Section 15-318 of the LUO.
4. section 15-295(a) of the LUO relates to parking spaces not being allowed to back into the public r-o-w. The eight (8) parking spaces on the western side of the building will need to continue to back into Elm Street.
5. A Type C screen is required along the western property line or along Elm Street.
6. Installation of a covered bike area per Section 15-295.1(a) of the LUO.

The Board of Aldermen may choose to discuss one or more of these situations with the applicant.

**Architecture - Exterior Design**

The proposed building will remain the same. The applicant intends to complete a few minor changes listed below:

1. refurbish the existing planters in the front portion of the existing building.
2. replace the storefront glass and doors. The entrance will be on the south (Weaver St.) side.
3. The awnings will be removed. Current plans show a slightly cantilevered canopy over the south side entrance and storefront.
4. The west side doors will be removed and replaced with storefront glass.

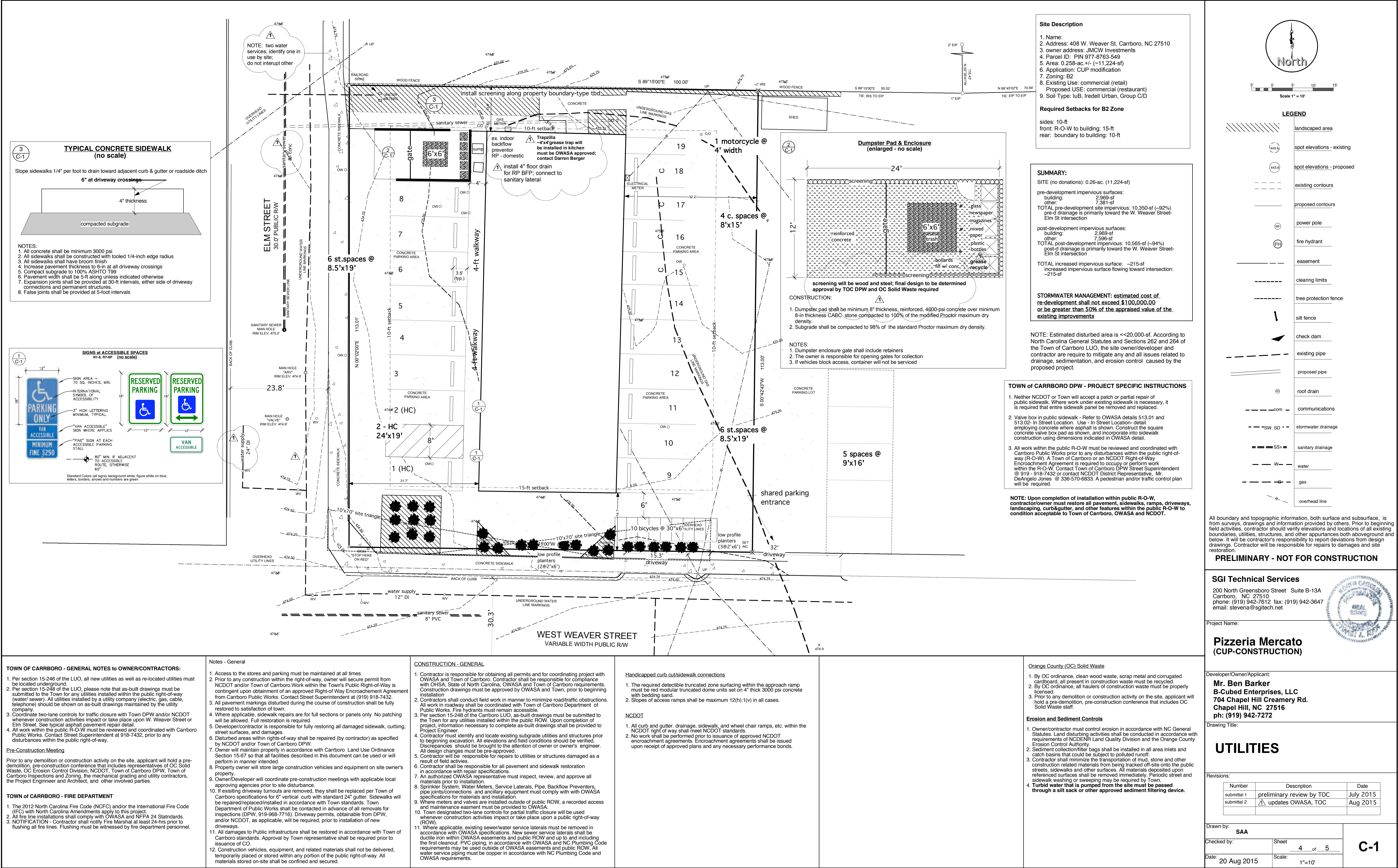
**FISCAL & STAFF IMPACT:** The petitioner has submitted fees and materials for reviewing and processing the request, which included public hearing notice and advisory board evaluations. Staff time necessary for public notice and public hearing agenda preparation, included sending mailed notice to ensure that property owners were aware of the public hearings.

**RECOMMENDATION:** The staff recommends that the Board of Aldermen approve the Conditional Use Permit to allow a Restaurant (Use 8.100) at 408 West Weaver Street subject to allowing the non-conformities to continue and with one condition:

1. Per Section 15-299 of the LUO, the permit is granted with the nineteen (19) parking spaces on site. In accordance with Section 15-299, the permit recipient is obligated to retain the off-site satellite parking spaces, or, as a continuing condition of the permit, seek additional satellite spaces if the current arrangement changes.



CONTACT the National "Call Before You Dig" 811 to have underground facilities located before beginning any excavation.



CONTACT the National "Call Before You Dig" 811 to have underground facilities located before beginning any excavation.







# Pizzeria Mercato

**408 West Weaver Street, Carrboro, NC 27510**

# CUP-CONSTRUCTION PLAN

**DEVELOPER/OPERATOR:**  
**Mr. Ben Barker**  
**B-Cubed Enterprises, LLC**  
**704 Chapel Hill Creamery Rd.**  
**Chapel Hill, NC 27516**  
**ph: (919) 942-7272**

**PROPERTY OWNER:**  
**Christopher Martin & Francine Warwick**  
**JMCW Investments, LLC**  
**2808 Summerwind Road**  
**Chapel Hill, NC 27516**  
**ph:**

DESIGNER:

**Tise Keister Architects, PA**  
**Don Tise, Architect**  
 119 E. Franklin Street, #300  
 Chapel Hill, NC 27514  
 phone: (919) 967-0158  
 email: dtise@tisekiester.com

**CIVIL ENGINEER:**

**SGI Technical Services**  
**Steven A. Addy, P.E.**  
 200 North Greensboro Street Suite B-13A  
 Carrboro, NC 27510  
 phone: (919) 942-7612 fax: (919) 942-3647  
 email: [stevensa@sgitech.net](mailto:stevensa@sgitech.net)

**SURVEYOR:**

**Freehold Land Surveys**  
**Charles R. Billings, P.L.S.**  
 113 West. Main St  
 Carrboro, NC 27510  
 phone: (919) 929-8090  
 email: [cbillings@freeholdlandsurveys.com](mailto:cbillings@freeholdlandsurveys.com)



## SUBMITTALS-REVISIONS

[illegible]

## SHEET INDEX

sheet #

Cover	Cover Sheet
EC-1	Existing Conditions survey
SP-1	Site Plan, Parking and Landscaping
C-1	Utilities
C-2	Specifications and Details

**PRELIMINARY - NOT FOR CONSTRUCTION**

SUMMARY INFORMATION  
(site)

ADDRESS: 408 West Weaver St Carrboro, NC  
OWNER: JMCW Investments, LLC  
PIN: 977-8763-549  
DESCRIPTION-AREA: Lots 1&2  
TRACT SIZE: 11,224-sf (0.258-ac)  
ZONING: B2  
FLOOR AREA (existing one-story building): ~2,900-sf  
FLOOR AREA (proposed building): ~2,900-sf (no new building construction proposed)  
EXISTING USE (CUP): Retail 2.112, 2.120  
PROPOSED USE (CUP modification): Restaurant 8.100, 8.200, 8.500

SETBACKS: street ROW to building - 15-ft  
street ROW to freestanding sign - 7.5-ft  
lot boundary to building - 10-ft  
lot boundary to freestanding sign - 10-ft

SUMMARY INFORMATION  
(parking)

**PARKING REQUIREMENTS:**  
interior service: 1 space per 100-gsf=30 spaces (reduced to 29)  
**PARKING SHOWN:** 19 shown on site + 10 bicycles + 10 satellite spaces

- west side - 8 total
  - 6 standard (8.5'x19')
  - 2 accessible (16'x24')
- east side - 11 total
  - 6 standard (8.5'x19')
  - 4 compact (8'x15')
  - 1 motorcycle (4' width)
- bicycle rack - 10 capacity (30"x6')

10 satellite parking spaces are available between 6 pm and 11 pm at 212 W. Main St.

**SUMMARY INFORMATION**  
(construction)

TOTAL EXISTING IMPERVIOUS SURFACE: 10,350-sf (0.238-ac)  
 building: 2,969-sf  
 pavement: 7,381-sf  
 pre-development percentage impervious surface: 92.2%  
 approximately 215-sf concrete to be added  
 post-development percentage impervious surface: 94.1%

No exterior building construction is proposed.

**STORMWATER MANAGEMENT:** estimated cost of re-development shall not exceed \$100,000.00 or be greater than 50% of the appraised value of the existing improvements

SOIL TYPE: luB (Iredell-Urban land complex), Group C/D

Project Name:

## Pizzeria Mercato CUP-CONSTRUCTION PLAN

Developer/Owner/Applicant:

Drawing Title:

Number	Description	Date
submittal 1	preliminary review by TOC	July 2015
submittal 2		

Drawn by:

by: **SAA**

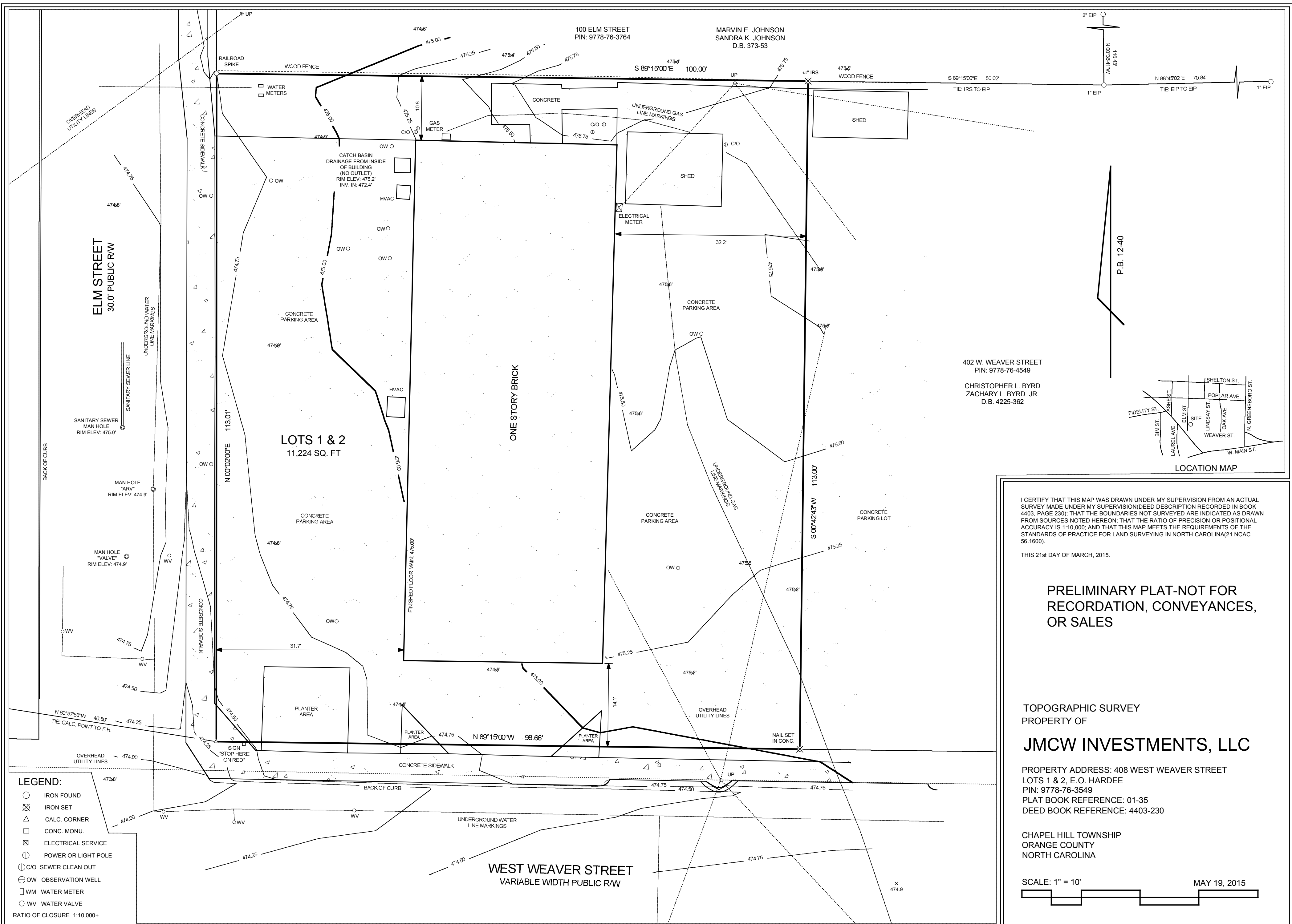
Checked by:

Sheet

Date: 21 August 2015

Scale: 1"=10'

COVER SHEET



FREEHOLD LAND SURVEYS, INC.

C-165

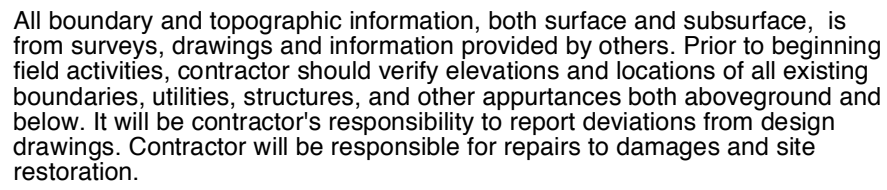
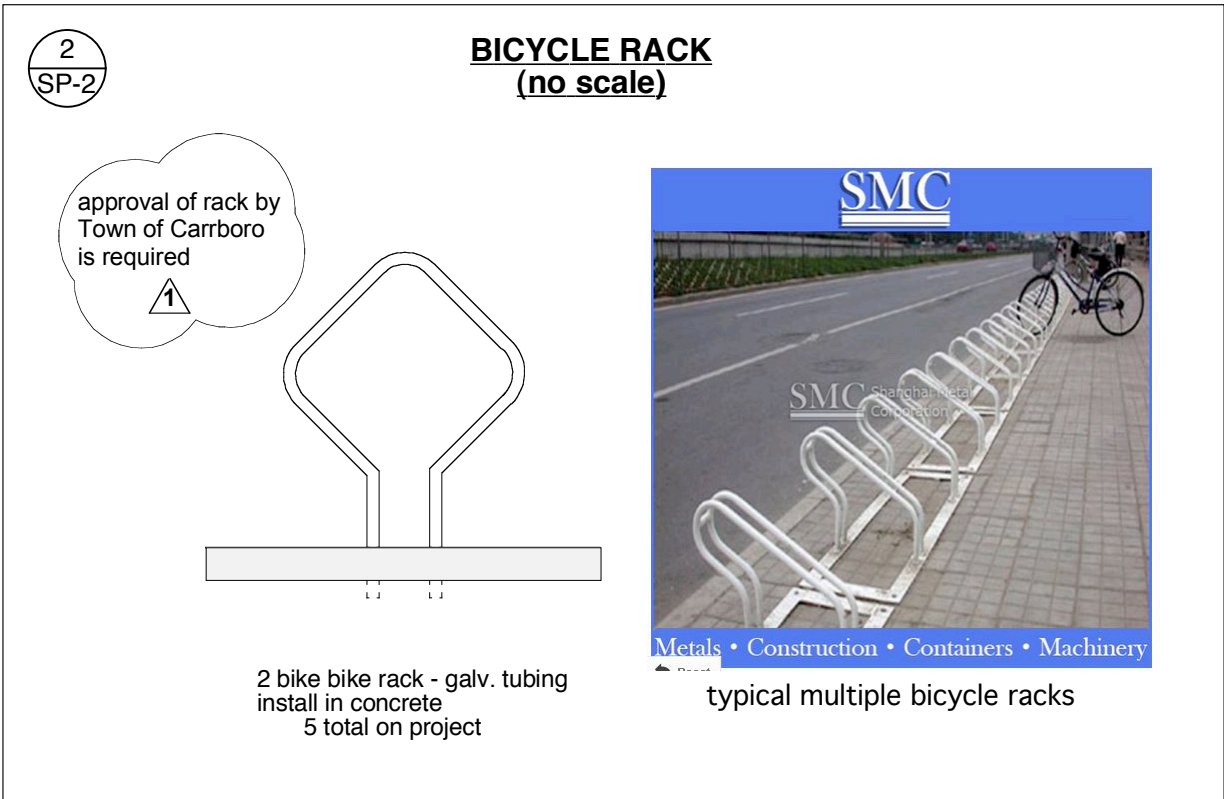
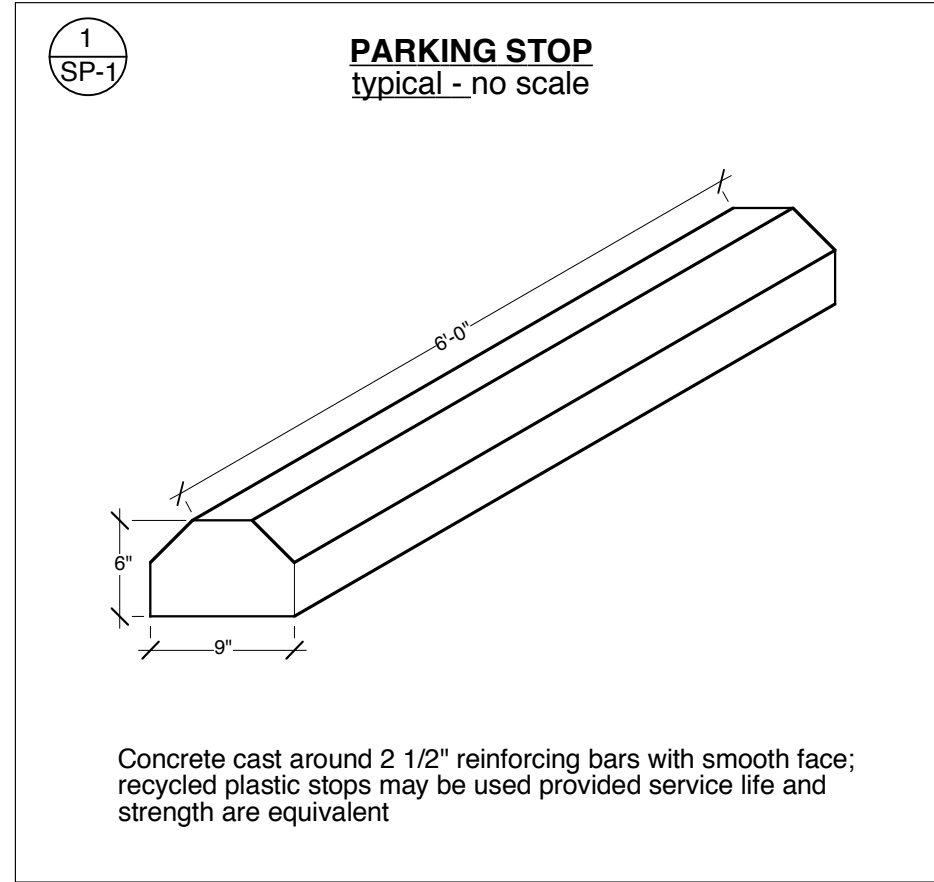
113 W. MAIN STREET  
P.O. BOX 188, CARRBORO, NC 27510  
PHONE 919-929-8090

CHARLES R. BILLINGS PROFESSIONAL LAND SURVEYOR L-2711

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CONTACT the National "Call Before You Dig" 811 to have underground facilities located before beginning any excavation.





**SGI Technical Services**  
(no. C-2092)  
**200 North Greensboro Street Suite B-13A**  
**Carrboro, NC 27510**  
Phone: (919) 942-7612  
email: [sgit@earthlink.net](mailto:sgit@earthlink.net)

21 August 2015

Town of Carrboro  
301 West Main Street  
Carrboro, NC 27510

Attn: Mr. James Thomas

Reference: Pizzeria Mercato Restaurant (proposed)  
408 W. Weaver Street  
Carrboro, NC  
Submittal #2

Dear Mr. Thomas:

The following information is intended to accompany the second submittal for the referenced Ben Barker's Pizzeria Mercato restaurant, located at 408 W. Weaver Street in Carrboro. Included in this letter are responses to the comments from OWASA, the TOC Environmental Planner, OC Solid Waste, the TOC Transportation Planner and the TOC Planning Board.

**Town of Carrboro Zoning Department dated 13 August 2015** Following are responses to the comments after the first submittal. The item numbers correspond to the numbers in the letter.

**Generalized Information**

- 1) Neighborhood Meeting Form (see attachments).
- 2) Fees. Submitted in the amount of \$1,378.14 on August 18, 2015 to James Thomas, Town of Carrboro Planning.
- 3) Pizzeria Mercato Overview: **Pizzeria Mercato** will be open Tuesday - Sunday, operating from 11 am – 9 pm on Sundays and Tuesday – Thursday, 11 am – 10 pm Friday – Saturday. The restaurant will serve beer and wine only and will have a small, integrated bar designed as an eating bar. Live music is not being considered at any point, with the possible exception of Town of Carrboro supervised special

SGI

events (eg. Carrboro Music Festival). The restaurant is intended to be a restaurant for the use and pleasure of the immediate neighbors and the community at large.

- 4) The restaurant will be installing the most technically current and code - compliant mechanical ventilation and air filtration system(s) within budgeted allowance. Refuse hauling is currently scheduled for once-a-week pick-up on Mondays. Pick-up frequency may be increased, depending upon volume generated; however, a rigorous recycling and composting program will be employed to minimize landfill contribution.
- 5) SASE envelopes for announcements of meetings of the Advisory Boards and the Board of Aldermen will be provided. (Delivered to James Thomas, Town of Carrboro Planning on August 18, 2015.)
- 6) As indicated in the Advisory Boards hearing held on Thursday, June 4, 2015, the restaurant intends to offer take-out. This facet of the business is projected to represent 10 – 15% of total sales. Advisory board response to take-out was positive; there was a recommendation to consider a designated parking space for pick-up. Response contained in first plan submittal and responses.
- 7) (1) The site and footprint of the building are pre-existing, and will remain as they are. The 10 foot wide sidewalk is an existing non-conformity that with width limited by the locations of the building and the street. Site lighting is addressed separately by the architect (see attachments); (2) Tree canopy requirement: Over 92% of the site is covered by existing impervious surfaces consisting primarily of the building, sidewalks for pedestrian traffic, driveways for vehicle access and paved parking spaces. Space requirements prohibit 15 per cent tree canopy conformation. (3) The existing parking area is covered by impervious surfaces necessary for vehicle access and parking. Due to clearance requirements, the minimum shade tree requirement can not be satisfied. Shade will be provided where feasible.

### **Site Plan**

- 1) Parking Comments: a) The requirements for parking are 1 space / 100 sq. ft. = 30 spaces. The Plan shows 19 spaces, plus credit for one space granted for providing 10 space bicycle parking. The applicant has sought satellite parking from three business entities to satisfy the requirement. The neighboring business operator at Country Junction has agreed in principle to an ad hoc arrangement of shared parking when business hours do not conflict. However, Zack Byrd, the property

owner, is unwilling to agree to written consent, citing distrust of Town Administration and Town government in general. The applicant sought satellite a parking arrangement with O2 Fitness. Their operator, Mike Olander, is both excited and willing to agree to an arrangement. However, Nick Watts, the property owner, rejects any consideration of an agreement. Applicant sought satellite parking with Jerry Sparrow, the property owner on Weaver Street. Mr. Sparrow was very gracious, but indicated that all of his family's parking is currently allocated. With property owner Sherri Ontjes, applicant has discussed possible utilization of parking across the street, **after** their business hours. An arrangement for use of 10-spaces during evening hours has been completed with Ms. Ontjes and her property manager (see attached letter of agreement.) Applicant would like to cite Sec 15-299(a) and seek relief from parking requirement **at this time**, having shown due diligence in pursuit of satellite arrangements to date. Applicant will continue to pursue satellite arrangement to satisfy requirements. (see attached document).

b) Parking on west side of site is existing and represents a non-conformity that has been in place since the building was constructed in 1969. Applicant notes that parking spaces have six feet behind each space before reaching public sidewalk and right-of-way. Sight lines are clear and area lighting enhances night visibility.

c) Note compact parking spaces are designated on plans as required.

- 2) Response from Public Works (see below).
- 3) Architect to detail proposed lighting schedule (see attachments).

### **Landscaping Plan**

- 1) North property line plan shows existing fencing / screening on adjacent property. Applicant proposes additional vegetative screening along north side property line. West property line is drive-on curb and sidewalk adjacent to parking and will not permit screening.

**OWASA Comments received 27 July 2015** Following are responses to the comments after the first submittal. The item numbers correspond to the bullet points in the letter.

1. Note added on sheet C-1 advising that the 2-water lines be identified and that the one not in use by the Barker site should not be disturbed.

2. Utility labels on Elm St. reversed.
3. Note on sheet C-1 advises that the Trapzilla selected must be approved by OWASA.
4. Note added on sheet C-1 instructs installation of a 4-in floor drain.
5. A dedicated fire line is not required at this time.

**Town of Carrboro Planning Board dated 18 June 2015** Following are responses to the comments to the initial review. The item numbers correspond to the bullet points in the letter.

1. Ten bicycle parking spots are shown. No roof or canopy is planned at this time.
2. Improvements to planters are shown on plans. Varied plants and shrubs are proposed. Impervious surface in rear (concrete) will be removed, if not needed.
3. A satellite parking agreement is currently being negotiated.
4. Outdoor dining is not proposed at this time.
5. A bench will be installed beneath the awning in front of the building.
6. Improvements to screening along rear boundary are proposed.

**Town of Carrboro Environmental Review Comments dated 29 July 2015** Following are responses to the recommendations offered after initial review. The item numbers correspond to the letters in the letter.

- A. At this time modifications to the existing inside water delivery system are not proposed. The applicant will investigate the feasibility of collecting rainwater in a cistern for watering outdoor plants.
- B. See response from Architect.
- C. Renewable Energy - Operator intends to install capability for active solar hot water generation.
- D. Waste Reduction - Operator intends to pursue 100% recycling with composting program to minimize food waste.



**Orange County Solid Waste dated 24 June 2015** Following are responses to the comments to initial review. The item numbers correspond to the numbers in the letter.

1. Solid Waste Management Plan completed and submitted.
2. Requested note added on sheet SP-1
3. Note added to detail on sheet C-1. The dumpster screening will be wood and steel or aluminum. A screening detail will be added, but it will not be prepared until remaining restaurant exterior details have been agreed upon and finalized.
4. It is proposed that cardboard be picked up daily, or as necessary, so that minimal storage will be required. Cardboard pick up and removal have been contracted to Lloyd Ross Services.

**Town of Carrboro Transportation Planner dated 28 July 2015** Following are responses to the comments to initial review. The item numbers correspond to the numbers in the letter.

1. Parking agreements will be submitted upon completion.
2. Parking spaces 1 and 2 on the west side of building will be designated handicapped spaces.
3. Reduction of required parking to 29 spaces shown on sheet SP-1.
4. Note added to detail on sheet SP-1 indicating approval by TOC is required.
5. Addition of walkway along eastern side of building not proposed at this time due to space restrictions.

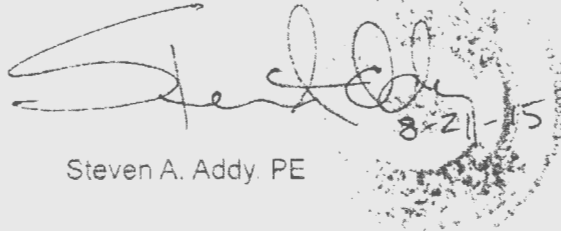
**Town of Carrboro Public Works Department dated 14 Sept 2015** Following are responses to the comments to initial review. As feasible, the item numbers correspond to the bullet points in the letter.

1. Solid Waste Division - See OC Solid Waste responses above for recycling information.
2. Solid Waste Division - Plan reflects code requirements.
3. Streets Division - At this time, no utility work in the right-of-way is proposed.
4. Streets Division - At this time, no utility work in the right-of-way is proposed

5. Streets Division - No surrounding properties or their employees use the parking on the site.

If there are any questions or comments or if additional information is necessary please do not hesitate to contact SGI Technical Services at (919) 942-7612

Sincerely,  
SGI Technical Services

A handwritten signature in cursive script, appearing to read "Steven A. Addy", is written over a circular embossed or stamped seal. The seal contains the date "8-21-15" in the center, surrounded by a circular border with illegible text.

Steven A. Addy, PE

## **ATTACHMENTS**

1. Neighborhood Meeting Forms
2. Lighting Memo and Specifications - Don Tise, AIA
3. Satellite Parking Authorization - Ms. Sherri Ontjes
4. Satellite Parking Documentation – Town of Carrboro

Ben Barker  
704 Creamery Road  
Chapel Hill, NC 27516

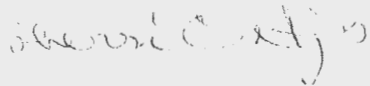
August 18, 2015

Ben,

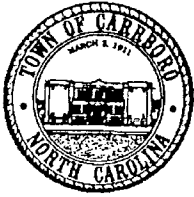
It's my understanding that additional satellite parking for Pizzeria Mercato at 408 W. Weaver Street in Carrboro, N.C. would be of benefit to you. Consider this letter my binding agreement to make available to you and your future patrons, 10 parking spaces between the hours of 6pm and 11pm at 212 W. Main Street, Carrboro, N.C. 27510. This agreement would apply to all days of the week.

If I can be of any further assistance please let me know.

Wishing you much success,

A handwritten signature in cursive script, appearing to read "Sherri Ontjes".

Sherri Ontjes, Owner  
210- 212 W. Main St.  
Carrboro, NC 27510



# TOWN OF CARRBORO

**Environmental Advisory Board**  
**301 West Main Street, Carrboro, North Carolina 27510**

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

**THURSDAY, SEPTEMBER 3, 2015**

Motion was made by Jeanette and seconded by Tim that the EAB has no additional recommendations for the application for a permit for a restaurant at 408 West Weaver Street.

### Associated Findings

By a unanimous show of hands, the EAB membership also indicated that no members have any financial interests that would pose a conflict of interest to development of this property.

### VOTE:

**AYES:** Sinclair, O'Connor, Patrick, Turner, Crook

**ABSENT/EXCUSED:** Cotter, Walsh

**NOES:** 0

**ABSTENTIONS:** 0

Bruce Sinclair      9/3/15  
(Chair)                                      (Date)



TOWN OF CARRBORO

# PLANNING BOARD

**301 West Main Street, Carrboro, North Carolina 27510**

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## Recommendation

Thursday, September 3, 2015

**408 West Weaver Street**

Motion was made by Tiemann and seconded by Cohen that the Planning Board recommends that the Board of Aldermen approve the Conditional Use Permit for the project at 408 West Weaver Street with no additional comments.

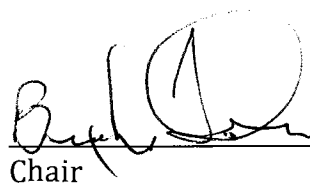
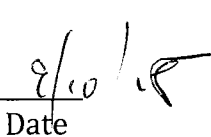
### VOTE:

AYES: (7) Braxton, Cohen, Davis, Haggerty, Hunt, Tiemann, Whittemore

ABSENT/EXCUSED: (4) Adamson, Clinton, Poulton, Watson

NOES:

ABSTENTIONS:

   
Chair Date



# TOWN OF CARRBORO

## Transportation Advisory Board

***301 West Main Street, Carrboro, North Carolina 27510***

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**THURSDAY, SEPTEMBER 3, 2015**

### **Transportation Advisory Board Recommendation re: Pizzeria Mercato**

The Transportation Advisory Board discussed the updated plans and response to previous comments regarding the CUP for Pizzeria Mercato, located at 408 W Weaver St. The TAB would like to thank the applicants for their responsiveness to the Board's previous comments. The TAB would like to offer the following comments:

- The TAB reiterates their previous recommendation that Town staff and the Board of Aldermen be lenient with the parking requirements and allow the restaurant to provide the number of spaces that they are able
- The TAB appreciates the applicants' willingness to work with Town staff on an attractive and functional design for the ten proposed bike parking spaces.

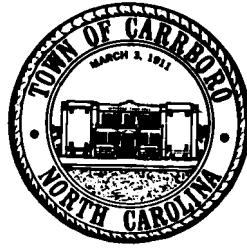
Transportation Advisory Board Chair

For Linda Haac

9/10/15

Date

# TOWN OF CARRBORO



## CONDITIONAL OR SPECIAL USE PERMIT WORKSHEET

### I. COMPLETENESS OF APPLICATION

- ☐ The application is complete
- ☐ The application is incomplete

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### II. COMPLIANCE WITH THE ORDINANCE REQUIREMENTS

- ☐ The application complies with all applicable requirements of the Land Use Ordinance
- ☐ The application is not in compliance with all applicable requirements of the Land Use Ordinance for the following reasons:

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### III. CONSIDERATION OF PROPOSED CONDITIONS

*(\*Note: Please clarify for staff, where applicable, whether any discussion points are to be included as Permit Conditions. Informal agreements or understandings are not necessarily binding.\*)*

If the application is granted, the permit shall be issued subject to the following conditions:

1. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the Carrboro Town Hall. Any deviations from or changes in these plans must be submitted to the Development Review Administrator in writing and specific written approval obtained as provided in Section 15-64 of the Land Use Ordinance.
2. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.



**IV. GRANTING THE APPLICATION**

- ☐ The application is granted, subject to the conditions agreed upon under Section III of this worksheet.

**V. DENYING THE APPLICATION**

- ☐ The application is denied because it is incomplete for the reasons set forth above in Section 1.
- ☐ The application is denied because it fails to comply with the Ordinance requirements set forth above in Section II.
- ☐ The application is denied because, if completed as proposed, the development more probably than not:

- 1. Will materially endanger the public health or safety for the following reasons:**

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- 2. Will substantially injure the value of adjoining or abutting property for the following reasons:**

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- 3. Will not be in harmony with the area in which it is to be located for the following reasons:**

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- 4. Will not be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen for the following reasons:**

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# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 15-0330

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**Agenda Date:** 9/15/2015

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Authorization for the Town Manager to enter into agreements with DFI, Kidzu & The ArtsCenter and Adopt an Amendment to the FY 15-16 Budget Ordinance

**PURPOSE:** The purpose of this item is to grant authorization to the Town Manager to enter into agreements with the Development Finance Initiative (DFI), Kidzu & The ArtsCenter and to adopt associated budget amendments.

**DEPARTMENT:** Town Manager's Office, Planning Department

**CONTACT INFORMATION:** David Andrews 918-7315; Trish McGuire 918-7327

**INFORMATION:** In response to the direction of exploring "Proposed Path to a New Proposal" by the Board of Aldermen in February 2015, town staff, Orange County staff, and staff from Kidzu and The ArtsCenter have met throughout the summer using the proposal as guidance for discussion.

At this time, Kidzu and The ArtsCenter would like to engage DFI to consult on high level project feasibility. The School of Government established DFI in 2011 to assist North Carolina communities in achieving their economic development goals.

Based on the scope of work provided in Attachment A: DFI Proposal, the fee of \$15,000 will be paid by the Town with reimbursement from the non-profits per Attachment B: MEMORANDUM OF AGREEMENT REGARDING FEASIBILITY MODELING FOR CARRBORO, ARTS AND INNOVATION CENTER.

**FISCAL & STAFF IMPACT:** This \$15,000 increase in Manager's Office contractual services will be offset by the revenues from the two organizations. If the actual work by DFI should exceed this amount, then additional funding will be sought from the two organizations. The overall operating budget will increase from \$21,572,647 to \$21,587,647.

**RECOMMENDATION:** Staff recommends that the Board consider granting authorization to the Town Manager to enter into agreements with DFI, Kidzu & The ArtsCenter and adopting the amendment to the 2015-16 annual budget ordinance.



MEMORANDUM

**To:** Trish McGuire, Town of Carrboro Planning Director

**From:** Christy Raulli, Associate Director, DFI

**Date:** September 10, 2015

**Re:** *Proposal for high level comparison of project feasibility for the Carrboro Arts & Innovation Center development (CAIC) consisting of the Carrboro ArtsCenter and Kidzu Children's Museum as a stand alone project or in conjunction with a southern branch of the Orange County.*

The School of Government established the Development Finance Initiative (DFI) in 2011 to assist North Carolina communities in achieving their community economic development goals. DFI brings specialized development and finance expertise to attract private investment into transformative projects.

The following scope of work is based on initial conversations with the CAIC technical committee, and will begin upon execution of a letter of agreement and upon receiving the findings of the non-profits' work with the SBTDC.

**Scope of Work**

*Examine Current Conditions:*

- a) Review current and historic plans, documents and materials relevant to the project, including strategic and business planning document of the non-profit partners
- b) Review current and historic plans, documents and materials relevant to the project in the context of all project partners' goals and vision
- c) Develop a real estate development pro forma that identifies the development costs and operating expenses for a stand-alone CAIC and combined CAIC and library, including
  - a. Preliminary program options (i.e. uses of the space and corresponding square footage of each use and analysis of impacts of shared use)
  - b. Identify amount of parking that will be needed for the facility, and model costs of both surface and structured parking to satisfy demand
  - c. Identify and advise on potential district designations (Municipal Service District, Urban Redevelopment Area, Special Assessment area, etc.) that would best facilitate achieving goals for the Project
  - d. Identify options for financing and structuring public-private partnerships, including use of development finance tools from the private sector (such as New Markets Tax Credits) and the public sector (such as synthetic Tax Increment Financing)

**Timeline**

DFI estimates the timeline for completing necessary financial modeling work is 8 weeks.

**Deliverables**

Deliverables include presentations and other documentation of options, assessment and advising relating to Project including district designation, finance tools (timing/phasing), program plan and pro forma. Deliverables are shared in pdf format.

**Fee**

The Town of Carrboro is client for this work, with \$15,000 in funding coming from the non-profit partners.

MEMORANDUM OF AGREEMENT REGARDING FEASIBILITY  
MODELING FOR CARRBORO, ARTS AND INNOVATION CENTER

This Memorandum of Agreement is entered into as of the \_\_\_\_ day of September, 2015, by and among the Town of Carrboro, a North Carolina municipal corporation (the “Town”) with the office for the conduct of its business located at 301 West Main Street, Carrboro, North Carolina 27510, The Arts Center, Inc., a North Carolina not-for-profit corporation with an office for the conduct of its business located at 300 East Main Street, Carrboro, North Carolina 27510, and Kidzu Children’s Museum, a North Carolina not-for-profit organization, with its principal office located at 201 S. Estes Drive, Chapel Hill, North Carolina 27514, Chapel Hill, North Carolina (“Kidzu”).

WHEREAS, the Town, The Arts Center, Kidzu and Orange County, have all been involved in discussions concerning possible development of the Carrboro Arts & Innovation Center (“CAIC”) in Carrboro; and

WHEREAS, the parties hereto have had discussions with Development Finance Initiative (“DFI”) at the University of North Carolina, Chapel Hill, School of Government, regarding the proposed CAIC development; and

WHEREAS, DFI had proposed to prepare a high level project feasibility model (the “Model”) for the parties, and to charge the Town \$15,000 for its work to prepare the Model.

NOW, THEREFORE, it is agreed as of the date first set forth above by and among the Town, The Arts Center and Kidzu, that The Arts Center and Kidzu shall each be financially responsible for half of the cost incurred by the Town with DFI for the Model,

up to the sum of \$7,500 each to The Arts Center and Kidzu. The Arts Center and Kidzu agree to pay their respective share (up to \$7,500.00 each) of the fee charged by DFI to the Town for DFI's work on the Model. The Arts Center and Kidzu shall pay their respective shares to the Town within fifteen (15) days of receipt of an invoice from the Town showing the amount paid by the Town to DFI for the Model.

WHEREFORE, the parties have put their hands this the \_\_\_\_ day of September, 2015.

TOWN OF CARRBORO

By: \_\_\_\_\_  
David Andrews, Town Manager

ATTEST:

\_\_\_\_\_  
Town Clerk

(S E A L )

ARTS CENTER, INC.

By: \_\_\_\_\_  
\_\_\_\_\_

KIDZU CHILDREN'S MUSEUM

By: \_\_\_\_\_  
\_\_\_\_\_

## **ATTACHMENT C**

### **A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO AGREEMENTS WITH THE DEVELOPMENT FINANCE INITIATIVE (DFI), KIDZU, AND THE ARTSCENTER**

**THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO RESOLVES THAT THE  
TOWN MANAGER IS HEREBY AUTHORIZED TO:**

Section 1. Enter into a contract with DFI.

Section 2. Enter into agreements for reimbursement with Kidzu and The ArtsCenter.

Section 4. This resolution shall become effective upon adoption.



**AMENDMENT TO ANNUAL BUDGET ORDINANCE FY 2015-16**

WHEREAS, the Town Board of the Town of Carrboro on June 16, 2015 adopted annual budget ordinance number 16/2014-15 for the fiscal year beginning July 1, 2015 and ending June 30, 2016; and

WHEREAS, it is appropriate to amend certain budget accounts in the general fund to provide for increased revenues and expenses for the reasons stated.

NOW, THEREFORE, BE IT ORDAINED, that in accordance with authority contained in G.S. 159-15, the following revenue and expense accounts are amended as shown and that the total amount for the funds are herewith appropriated for the purposes shown:

ACCOUNT CODE			ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
ORG	OBJECT	PROJ				
420	433500		Miscellaneous Revenues	\$ -	\$ 15,000.00	\$ 15,000.00
420	504500		Contractual Services	\$ 2,000.00	\$ 15,000.00	\$ 17,000.00

**REASON:** To recognize revenues from The Arts Center and Kidzu Museum for support of Development Finance Initiative and appropriate additional funds for contractual services in Town Manager's operating budget.



Mayor Lydia Lavelle and Carrboro Board of Aldermen  
Carrboro Town Hall  
301 W. Main Street  
Carrboro, NC 27510

Dear Mayor Lavelle and Carrboro Board of Aldermen,

On behalf of The ArtsCenter and Kidzu Children's Museum, we want to acknowledge and state our deep appreciation for the valuable resources of talent and time provided by the Town of Carrboro and Orange County staff, Town Managers, Mayor and other public officials to assist us in developing a framework to analyze the feasibility of a co-location opportunity currently referred to as the Carrboro Arts and Innovation Center.

Following public hearings on the potential project in early 2015, the Board of Aldermen approved a "Pathway to a New Proposal" as a guide for The ArtsCenter and Kidzu to reconsider the project's assumptions, develop a more complete project concept, and collect and prepare additional information, primarily related to financial stability and marketability of such an endeavor, for further consideration. The Board also suggested that the next steps include exploration of possible linkages to the branch library site selection process that was already underway. Progress on the effort was reported to the Town of Carrboro Board of Aldermen and Orange County Board of County Commissioners on June 23<sup>rd</sup> and July 16<sup>th</sup> (copies attached).

The Steering and Technical Committee members have met extensively for the past three months to explore the potential synergy of co- or proximate location of The ArtsCenter and Kidzu. Separately, the two nonprofits also proceeded with business planning. Following the original request for an exploration of possible linkages to the branch library site selection process, Orange County Library staff participated in a space planning and visioning session that revealed compelling opportunities and additional benefits of expanded collaboration. A slide presentation that walks through the session's outcomes was prepared by the Technical Committee for review by the Steering Committee in July in preparation for reporting to elected officials in the early fall. Orange County staff are scheduled to report on the progress of library site evaluation in September.

The ArtsCenter and Kidzu would welcome the opportunity to provide a presentational update on our progress on the "Path to a New Proposal" and would be prepared to do so for the Town of Carrboro Aldermen meeting scheduled for Tuesday, October 13, 2015.

Once again, let us express our sincerest appreciation for your consideration of this project and for the human resources both the Town and County have provided in helping us move forward with a project we believe will be of profound benefit to our community.

Sincerely,

*Don Rose*  
Don Rose  
Board Chair  
The ArtsCenter

*Betsy Bennett*  
Betsy Bennett  
Board Chair  
Kidzu Children's Museum

### **CAIC Technical Review Committee Update – 6/8/15, Carrboro Town Hall**

#### **TRC Members:**

Noel James, Interim Executive Director, The Arts Center  
Lisa Van Deman, Interim Executive Director, Kidzu  
Patricia McGuire, Planning Director, Town of Carrboro  
Julie Eckenrode, Assistant to the Manager, Town of Carrboro  
Jeff Thompson, Asset Management Services Director, Orange County

#### ***Steering Committee members present:***

ArtsCenter: Don Rose, Chair; Phil Szostak, Board Member  
Kidzu: Betsy Bennett, Chair (teleconference); John Mills; Melissa Cain  
Carrboro: David Andrews, Town Manager  
Orange County: Bonnie Hammersley, County Manager

#### **Intended Outcome**

- Update Technical Committee progress to Steering Committee
- Responses to “Proposed Path to New Proposal” Framework
  - Workgroup Charge
  - Timeline/Process Recommendations
  - Process Facilitation Recommendation
    - UNC SOG – Development Finance Initiative
- Receive Steering Committee Feedback

#### **Technical Committee Background**

- Four meetings, lots of “homework”
- Organizational, process, and relationship focus
- Ready with a recommended plan to move forward along “Proposed Path to New Proposal” as drafted by Carrboro Alderperson Bethany Chaney

#### **Proposed Path to New Proposal**

*“Take everything off the table: location, financing mix, architectural plans, ownership structure, etc.”*

- TRC Recommendation: This process starts anew with everything off the table. All CAIC proposals, sites, discussions, and **expectations** prior to April, 2015 organizations of Steering and Technical Review Committees are effectively cleared from the going forward discussion and work group product.

- *Steering Committee feedback: Okay with recommendation; however past CAIC proposals will need to be considered in context with discussions going forward.*

*“The process must include or acknowledge the following:*

*Shared objectives are fundamental to public-private partnerships. Objectives of engaging in a new process and potentially developing a new proposal must be clearly outlined, completely transparent, and mutually-agreed by all parties”*

- TRC Recommendation: The TRC’s draft “Charge” for the process addresses these objectives as well as the roles of both the Steering and Technical Review Committees.
- *Steering Committee feedback: Okay with Charge as described.*
  - Technical Committee Charge:
    - Compile information and prepare a report that lays the foundation for implementing the steps identified in the “Proposed Path to New Proposal” endorsed by the Carrboro Board;
    - Perform the necessary work collaboratively and transparently with clearly defined objectives mutually agreed upon by all parties;
    - Assess development opportunities and options (land & building, market support, partner operations, public input/process, and financing) for co-location; and
    - Evaluate and potentially present a proposal for co-location following appropriate analysis (and governing board presentation/feedback) along a generous pre-development timeline.

*“The non-profit partners and public sector staff – negotiate and propose a process that includes a generous timeline and time-bound benchmarks to see whether a better, stronger, financially palatable and feasible public-private partnership can be conjured.”*

- TRC Recommendation: The proposed timeline follows:

Task	Date	Deliverable to Steering Committee
Workgroup Organization	May-June, 2015	
Collaboration Space Planning	Jun-August, 2015	Co-location space plan, shared space location, share time
Market demand analysis, Partner business plan analysis; Land-use planning & physical site assessments; Public input on collaboration concepts	July-Sept., 2015	Projected unmet needs in marketplace 3-5 years out; feasibility of partner business plans and sites/needs for public private partnership; physical assessment; summary of public input on collaboration concepts
Co-location program uses/scale of uses; site recommendation	Oct, 2015-Jan. 2016	Endorsement of co-location program
Concept plan financing options, public-private partnership structure options	Feb-April, 2016	Endorsement of financing and partnership structures
RFP for project issued	May-June, 2016	Draft development agreement for evaluation and start of project.

- *Steering Committee Feedback to Suggested Timeline:*
  - *The groups agreed that the timeline tasks are not purely serial in nature and may have parallel tasks occurring simultaneously;*
  - *Initial collaborative “vision planning” for a co-location concept will occur during the summer between the four partners (ArtsCenter, Kidzu, Carrboro, Orange County) during the summer)*
  - *Financial analysis of co-location will occur throughout the process;*
  - *“Generous” timeline trumps trying to “fit” the tasks within one year; in other words, groups will stay focused, but will not force the process.*

*“Engaging in this process does not constitute a commitment from the Town to participate financially in any development project.”*

- TRC Recommendation: Engagement in the process by any participant (Town of Carrboro, Orange County, The ArtsCenter, Kidzu) does not constitute a commitment to participate financially in any development project. The parties agree to contribute staff time to the process.
- *Orange County, The ArtsCenter, and Kidzu agree to contribute to reasonable due diligence and process costs that inure to the benefit of the process and resulting proposal.*
- *Steering Committee Feedback to Financial Commitment:*
  - *All partners agree to the Financial Commitment statement within the original “Proposed Path to New Proposal”;*
  - *Governing board decisions to contribute due diligence funds for the process (market studies, business planning, economic impact, physical analysis, etc.) will be tabled/postponed until after the staff “visioning” process occurs as well as no earlier than September, 2015;*
  - *A potential recommendation for jointly contributing due diligence funds along an agreed upon formula may occur no earlier than the governing board agenda review cycle after the summer break.*

TRC recommends working with the **UNC School of Government’s Development Finance Initiative (“DFI”)**

- a full service technical analysis resource for complex projects that may benefit from a public-private partnership;
- services include market analysis, partner operations and business planning consultation, physical site assessment, and financing/partnership structuring.
- Costs are estimated at up to \$50-75K for entire process with an additional 2-4% of the project

- Costs are estimated at up to \$50-75K for entire process (under market value of a la carte services)
- DFI assumes this risk by participating in the project development fee should the project warrant a public-private partnership. This amounts to with an additional 2-4% in fees (based upon the total project cost) should the project be developed.
- Most costs can be shared pro-rata among Orange County, ArtsCenter and Kidzu;
- Operations business planning consultation can be shared among ArtsCenter and Kidzu;
- Most physical site assessments (geotech, environmental, etc.) can be absorbed by the County on sites that may support the library should the collaboration not materialize.

*Steering Committee Feedback to DFI recommendation:*

- *Staff will work through the visioning process during the summer to prepare:*
  - *a table of needed due diligence materials necessary for the co-location work;*
  - *options for sourcing the due diligence information; and*
  - *a detailed proposal from the UNC School of Government's Development Finance Initiative, its value proposition, cost structure, and areas of due diligence that will be addressed in the proposal.*

*"The ArtsCenter retains Noel James as Interim Executive Director long enough to conduct a thorough business planning process, which includes:*

- *-Utilizing an outside consultant*
- *-Incorporating a rigorous market, donor and stakeholder research*
- *-Financial plans and projections that demonstrate significant gains in diversifying private sector fundraising and membership development a plan for board development"*
- TRC Recommendation: Noel James remains affiliated with the ArtsCenter organization to support the organization and the inbound Executive Director in assisting in generating the information necessary for a successful business planning process critical to this process and resulting proposal.
- *Steering Committee feedback: The ArtsCenter Board Chair, Don Rose, assured that Noel James will remain involved in the work.*

*"The business planning process should "test" whether the market, revenue models or other factors related to either organization actually support a co-location strategy. It should also rigorously test*

*financial capabilities of each organization such that their contributions to any potential project will be maximized, not underestimated.”*

- TRC Recommendation: That a primary objective of the process will be assess the value of a co-location strategy for all participants, and that this value assessment will be evaluated using the best practices available within DFI’s evaluation.
- *Steering Committee feedback: The proposed due diligence scope of work will include generally accepted methods to test the factors contributing to the feasibility and sustainability of a co-location model.*

*“A transition plan [for ArtsCenter leadership] may or may not be part of the final business plan – but let the planning process inform this.”*

- TRC Recommendation: Transition plans in Board and Management Leadership will inform this process.
- *Steering Committee feedback: Accepted without comment*

*“To the extent that Kidzu also needs a business plan, they do the same.”*

- TRC Recommendation: As stated above, transition plans in Board and Management Leadership will inform this process.
- *Steering Committee feedback: Accepted without comment.*

*“Any new proposal includes modified, shared assumptions about economic impact, growth, goals and measures, etc.”*

- TRC Recommendation: All planning assumptions (economic impact, growth, costs, meaningful measurement, etc.) will be shared, validated, and agreed upon between all parties throughout the process.
- *Steering Committee feedback: Agreed as part of the shared due diligence scope.*

*“Public sector partners outline non-negotiables, participation limitations, or accountability requirements that must be included in any future proposal.”*

- TRC Recommendation: All participation parameters and requirements will be addressed in the process.
- *Steering Committee feedback: Partners agree to submit and attempt to mutually accept these requirements as part of the process.*

## **Sites Contemplated in Study**

- 203 S. Greensboro\*



- Current ArtsCenter Location – 300 Main
- Fire & Hearth\*
- “Armadillo Parking” Location\*\*

*\*Studied by County as a standalone library site as well*

*\*\*Added by the Steering Committee on 6/8/15*

### **Major strategic themes of process**

- Fundamental questions, incentives for each group
  - Potential revenue and cost multipliers for co-location
  - Potential dilution of risk by co-location
  - “What’s the value for each participant in a co-location?”
- Standalone timelines of each partner
- Impact of Carolina Arts and Innovation Center announcement
- Requirement of public and/or private funds, relative risks for collaborative project
- Probability and magnitude of economic impact of collaborative project
- Utility and value (if any) of public private partnership structure



**The ArtsCenter**  
www.artscenterlive.org

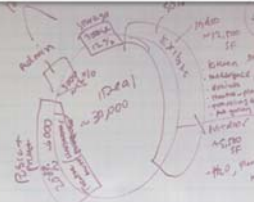
JULY 20, 2015

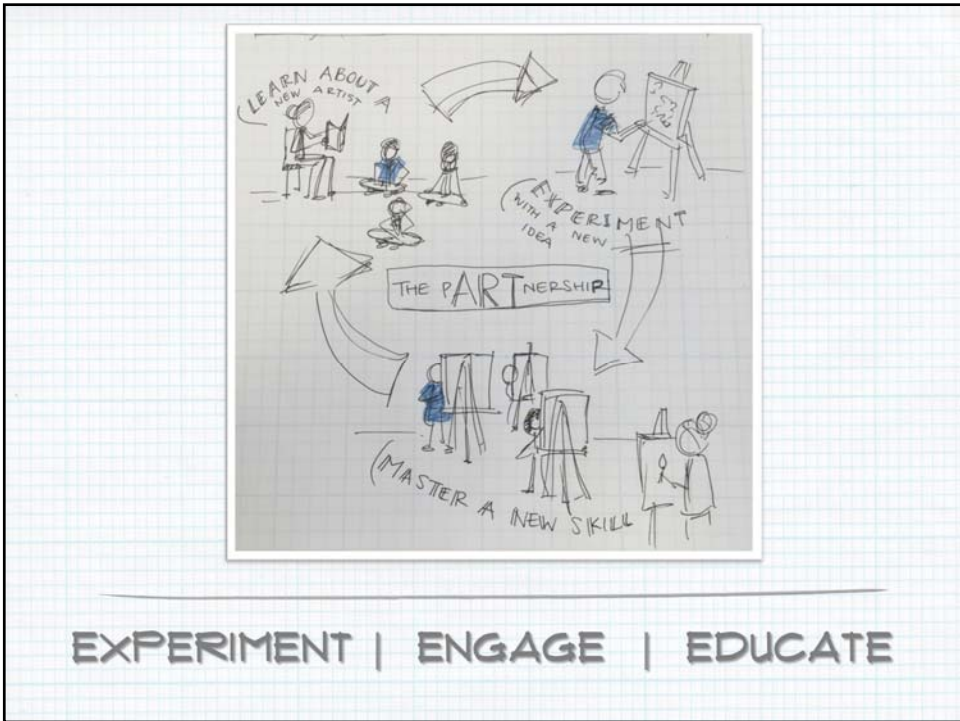
Information Hub / Educate, inspire, stimulate  
Empower defining their actions in their lives to  
live their own play!  
Educate & inspire Kennedy / Therapy

## THE PARTNERSHIP



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2022-2024	2024
2024-2026	2026
2026-2028	2028
2028-2030	2030
2030-2032	2032
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2086-2088	2088
2088-2090	2090
2090-2092	2092
2092-2094	2094
2094-2096	2096
2096-2098	2098
2098-2100	2100





"The future of education calls for entirely new kinds of learning environments. As every dimension of our world evolves so rapidly, the education challenges of tomorrow will require solutions that go far beyond today's answers... Over the next decade, the most vibrant innovations in education will take place outside traditional institutions."

KIERAN EGAN  
THE FUTURE OF EDUCATION: REMAKING OUR  
SCHOOLS FROM THE GROUND UP. 2010

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INNOVATION

## 21<sup>ST</sup> CENTURY MUSEUMS AND LIBRARIES

- Combination of audience- and content-driven
- Combination of tangible and digital objects
- Multi-direction (co-created experiences involving institution, audiences, and others)
- Focus on audience engagement and experiences
- Emphasis on enhancing knowledge and 21<sup>st</sup> century skills
- Acts in highly collaborative partnerships
- Embedded in community (aligned with and acts as a leader on community needs/issues)
- Learning outcomes purposeful (content knowledge and 21<sup>st</sup> century skills like critical thinking are visible, intentional outcomes of audience experiences)

Source: IMLS "Museums, Libraries and 21<sup>st</sup> Century Skills" (2009)

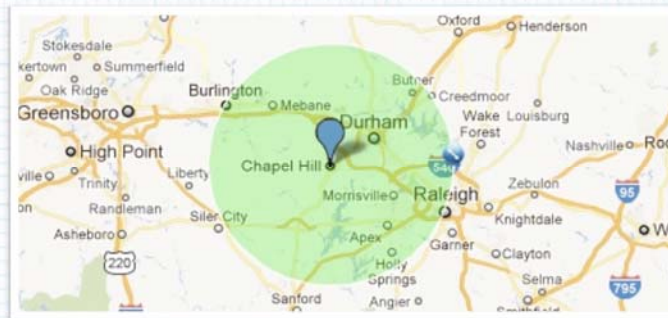


“There has never been a greater need for libraries and museums to work with other organizations in effectively serving our communities and there has never been a more rapid period of change affecting museums and their communities.”

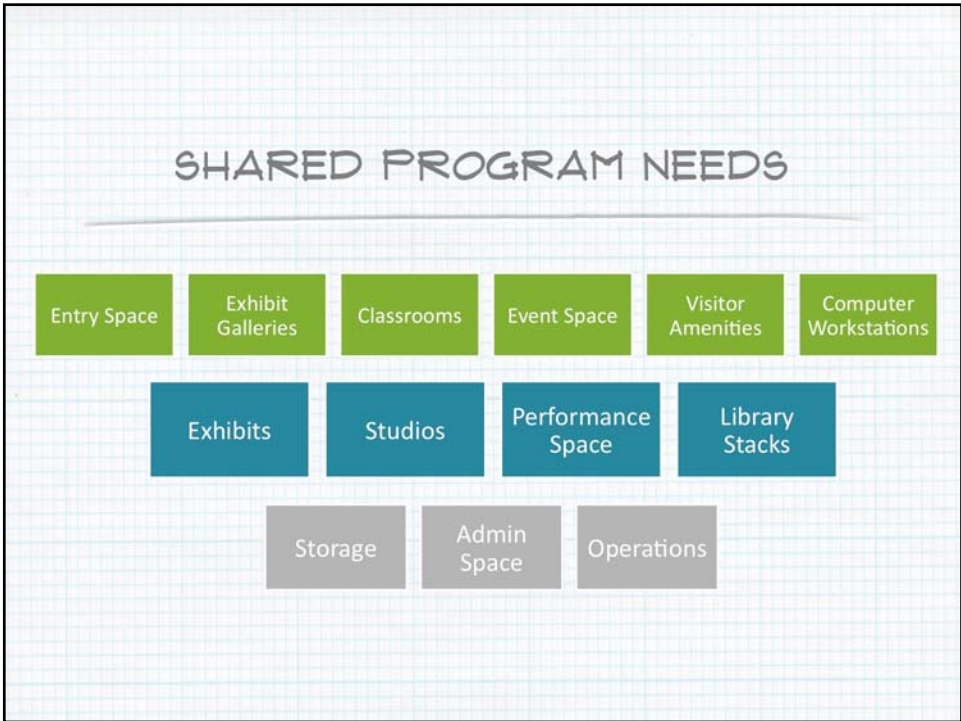
THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES

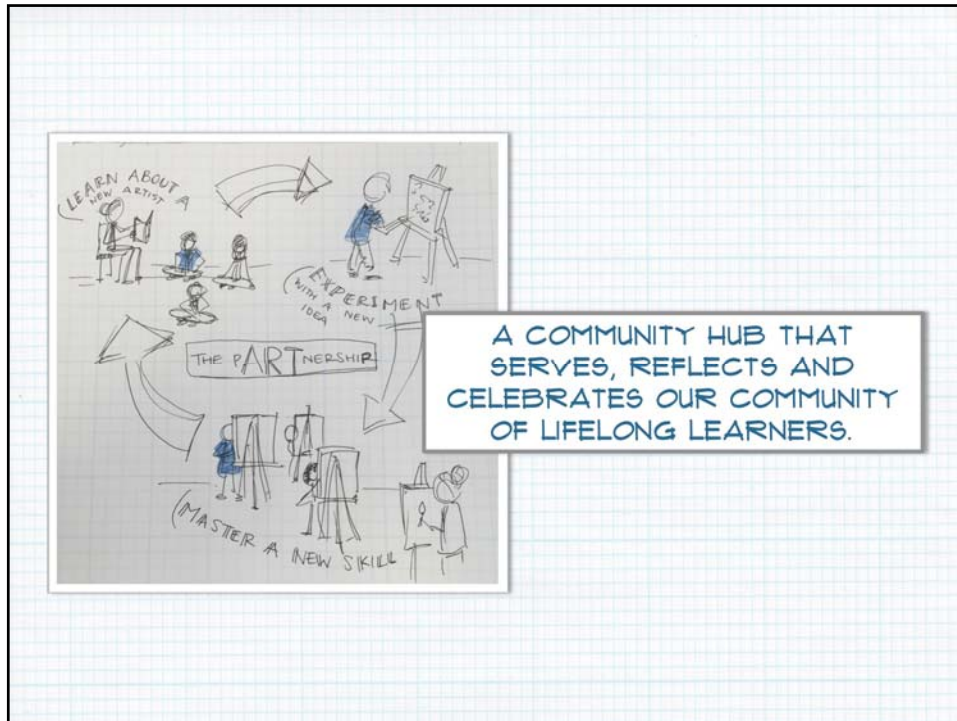
## COMMUNITY COLLABORATION

### THREE PARTNERS, ONE TARGET AUDIENCE : a 25-mile radius of lifelong learners

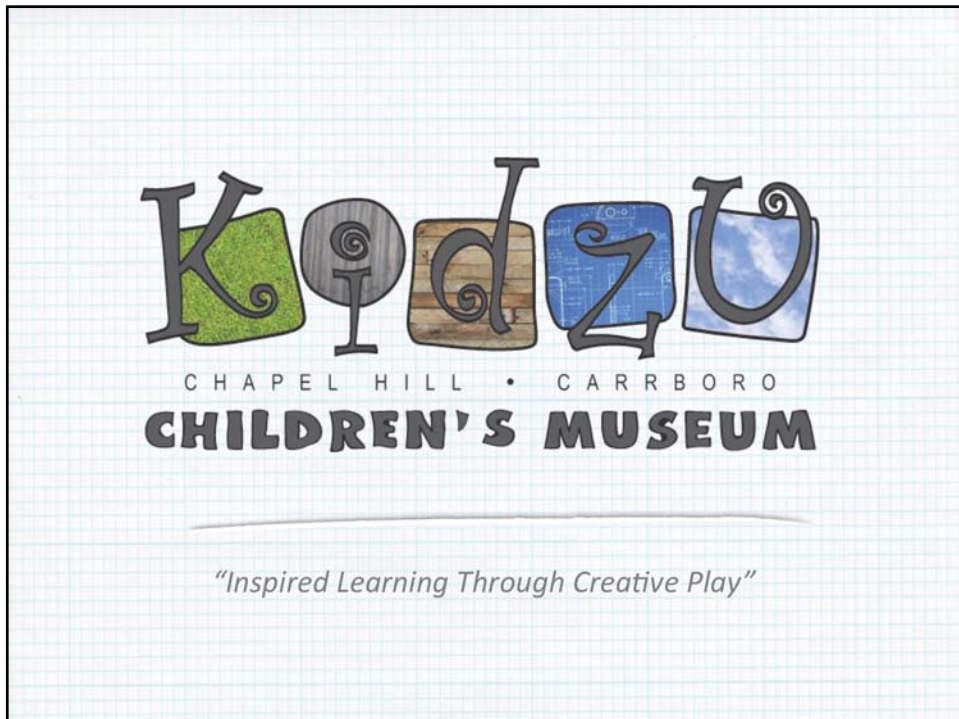
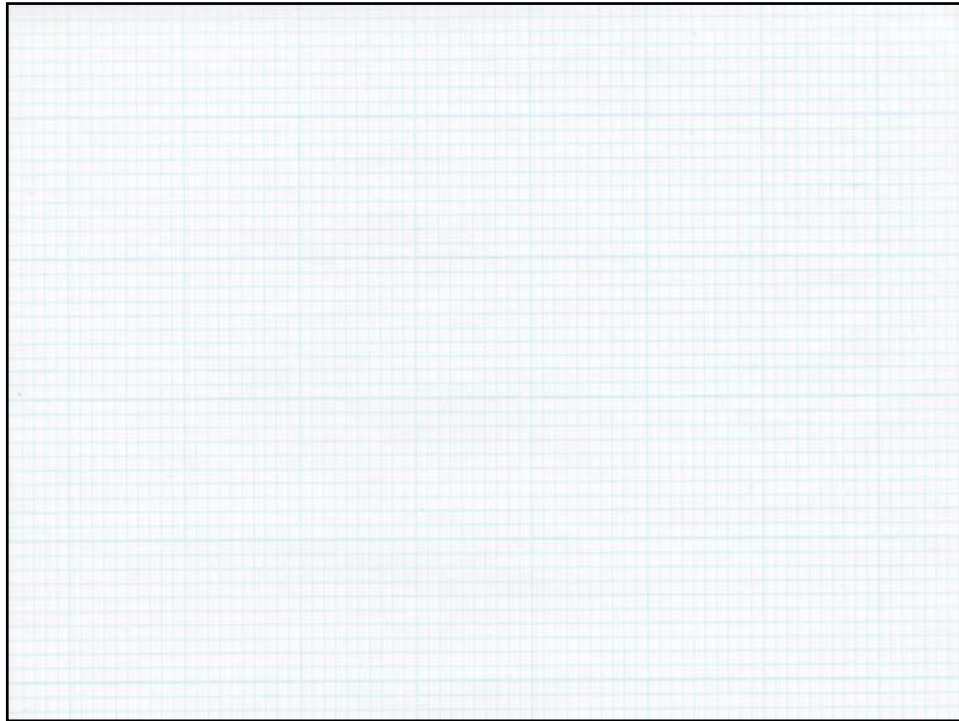


- NC's population is growing at nearly twice the national average
- NC: 18.5% population growth from 2000-2010
- 5<sup>th</sup> fastest growing population in the US
- Chapel Hill and Carrboro experienced similar rates of growth (18% and 17%)











## KIDZU'S MISSION is to inspire children and the adults in their lives to learn through creative play.

Kidzu's vision is to become an innovator in interactive, museum-based learning for children and families and one of the best community children's museums in the country—that is, to excel at serving, celebrating and reflecting *our* community and to offer a model for other museums that share our commitment to creative, playful, evidence-based learning and deep community partnerships.



### MISSION + VISION



- Approximately 240,000 children aged 0-10 years currently live in the 5-county area of Orange, Durham, Chatham, Alamance and Wake counties.
- Of these, more than half (135,000) reside within 25 miles of Downtown Carrboro.
- In the next 10 years, the number of 0-10 year olds living in our 5-county region is projected to increase by 60% to more than 383,000.

- The Disappearance of Play
- 21st Century Skills for Adult Success
- Support for the Fundamental Cognitive Skills and & Nurturing of the "whole child"
- Shrinking the achievement and opportunity gaps for disadvantaged children and families
- Providing excellence in Early Learning
- Addressing "nature deficit disorder" through connecting children with nature and the outdoors
- Support to Caregivers and Educators providing rich opportunities for shared learning and engagement

## ADDRESSING THE NEEDS



## FRANKLIN STREET



Kidzu's first two locations served more than 220,000 visitors from 2006 to 2013

## UNIVERSITY PLACE

- Projected attendance: 100,000 visitors annually
- 2015 Memberships: 1000 + households



## BUILDING ON SUCCESS



"CHILDREN'S MUSEUMS ARE BUILT FROM THE INSIDE OUT, WHERE AS MOST BUILDINGS ARE BUILT FROM THE OUTSIDE IN."

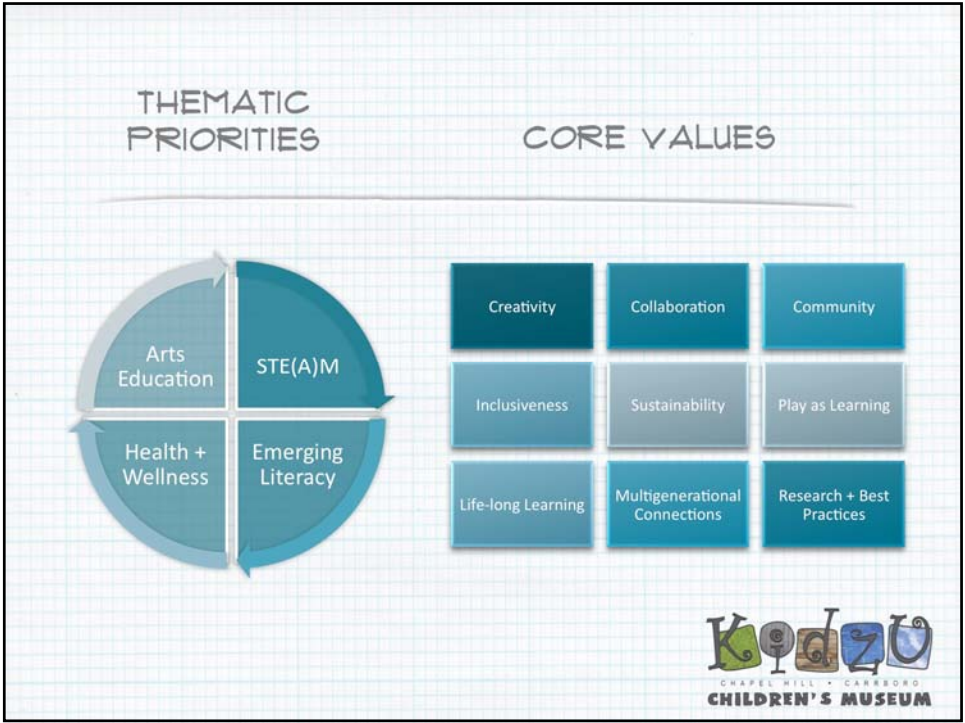
-- Roselia Harvey  
North Star Advisors

INTERACTIVE + INTERDISCIPLINARY EXHIBITS	PUBLIC PROGRAMS + OUTREACH	WORKSHOPS + PAID PROGRAMS	ARTIST DEMONSTRATIONS + PERFORMANCES	FIELDTRIPS + CAMPS
BIRTHDAY PARTIES + SPECIAL EVENTS	COMMUNITY COURTYARD	EVALUATION + RESEARCH	AFTERSCHOOL	CAREGIVER RESOURCES + EDUCATION

## EXPERIENTIAL LEARNING









**MISSION:**

To Educate and Inspire Artistic Creativity and to Enrich the Lives of People of All Ages




**VISION:**

To create an educational environment that provides opportunities, inspiration and tools to people of all ages and skill levels to participate in the arts.



Integration with NC Core Curriculum Standards	Empowerment Through Expression	Inspiring
Process-oriented	Life-long Learning	Accessibility
Affordability	Cultural Appreciation	Arts as Community Builder

**CORE EDUCATION VALUES**





### THEATRE

- Festivals 10X10 (ten, ten minute plays), REDBIRD 1 act plays by NC playwrights
- Original Productions and Co-productions (11,000 attendees)

### CONCERTS

- Emerging and national touring artists (87 concerts)
- *The Honeycutters, Dar Williams, Missy Raines, etc.*


## PERFORMANCE



- In its 40 year history, the ArtsCenter has grown to a multi-discipline community arts school and performing arts center that offers several hundred classes/camps/workshops each year.
- In 2014, 91 professional teaching artists offered 483 classes to 2460 adult students at all levels of artistic development and many camps, workshops, and live performances for children.

ARTSCHOOL	SUMMER ARTSCAMP	SCHOOL SHOW SERIES	ARTIST RESIDENCIES	AFTERSCHOOL ARTS IMMERSION	SUPERFUN SHOWS	GALLERY EXHIBITS
483 Classes 91 Teaching Artists	K-12 1399 students (11 weeks)	98 shows serving 25,000	1400 students serving 3 Title 1 Schools & 1 High School	95 children	9 weekend family friendly performances 1665 individuals	every month, professional, student, community shows

## EDUCATIONAL PROGRAMS







## MISSION:

The Orange County Public Library aims to be the heart of the community by

- being a welcoming gathering place for all
- having a clear focus on the future and responding with creativity and innovation
- offering relevant services, programs, collections and technologies
- serving the entire community through collaborative efforts with organizations, educational institutions, and town and County governments
- providing free and equal access to the resources and materials community members need to be informed and engaged

## VISION:

We empower people by providing a place and a face to explore, enjoy, and engage.



OCL serves all county residents and residents of neighboring counties

The Main Library is located in Historic Hillsborough

Held over 380 programs with 7600 attendees in the past year

Currently has two branches in Carrboro (Cybrary in the Century Center and Carrboro McDougle co-located within the school media room).

Typical demographic spans all ages from birth to 90+ with a large young family audience

In 2014-15, the Main Library in Hillsborough saw over 225,000 visitors, with over 410,000 items (books, e-books, kindles, CDs, DVDs) circulated





## ABOUT ORANGE COUNTY LIBRARY



TO REALIZE OUR VISION AND FULFILL OUR MISSION, THE FOLLOWING VALUES ARE THE BELIEFS THAT UNITE AND INSPIRE US IN OUR DAILY SERVICE TO ORANGE COUNTY.

<b>Commitment to Public Service</b>	<b>Inclusiveness</b>	<b>Fostering Fun and Lifelong Learning</b>	<b>Collaboration</b>	<b>Respect</b>
Providing a well-trained, enthusiastic staff that delivers superior customer service and responds to patron needs	Serving the entire community through diverse resources and programs	Offering engaging, excellent programs and services, and promoting literacy and educational opportunities	Accomplishing more together with partners working toward common goals	Practicing kindness, promoting open dialogues and creating an environment of encouragement

## INSTITUTIONAL VALUES



## Proposed Path to New Proposal

*Annotations describe progress to date, via the Technical and Steering Committee framework reported on June 23, 2015*

*(<https://carrboro.legistar.com/LegislationDetail.aspx?ID=2361545&GUID=3CC0FBC9-1D7B-4950-8EFE-D8118DBA4C0C&Options=&Search=>)*

1. Take everything off the table: location, financing mix, architectural plans, ownership structure, etc.
  - *The process started anew with everything off the table. All CAIC proposals, sites, discussions, and **expectations** prior to April, 2015 organizations of Steering and Technical Review Committees were cleared from the going forward discussion and work group products. Some elements of past proposal (square footage needs, programs, structure) have been referenced for background/context.*
  
2. The non-profit partners and public sector staff -- negotiate and propose a process that includes a generous timeline and time-bound benchmarks to see whether a better, stronger, financially palatable and feasible public-private partnership can be conjured.
  - *The groups agreed that the timeline tasks are not purely serial in nature and may have parallel tasks occurring simultaneously;*
  - *Initial collaborative “vision planning” for co- or proximate-location concept occurred in the early summer*
  - *Financial analysis of co-location will occur throughout the process;*
  - *“Generous” timeline trumps trying to “fit” the tasks within one year; in other words, groups will stay focused, but will not force the process.*
  - *Timeline and benchmarks to follow outcome of DFI study.*
  
3. The process must include or acknowledge the following:
  - a) Shared objectives are fundamental to public-private partnerships. Objectives of engaging in a new process and potentially developing a new proposal must be clearly outlined, completely transparent, and mutually-agreed by all parties.

*Technical and Steering Committees agreed to the following charge for the Technical Committee:*

- *Compile information and prepare a report that lays the foundation for implementing the steps identified in the “Proposed Path to New Proposal” endorsed by the Carrboro Board;*
- *Perform the necessary work collaboratively and transparently with clearly defined objectives mutually agreed upon by all parties;*
- *Assess development opportunities and options (land & building, market support, partner operations, public input/process, and financing) for co-location; and*



- *Evaluate and potentially present a proposal for co-location following appropriate analysis (and governing board presentation/feedback) along a generous pre-development timeline.*
4. Engaging in this process does not constitute a commitment from the Town to participate financially in any development project. *Technical and Steering Committees agreed with this statement. The parties agree to contribute staff time to the process. The ArtsCenter, and Kidzu agree to contribute to reasonable due diligence and process costs that inure to the benefit of the process and resulting proposal. Technical Committee worked with DFI on refining a scope of work and process for updating business plans.*
5. The ArtsCenter retains Noel James as Interim Executive Director long enough to conduct a thorough business planning process, which includes:
- Utilizing an outside consultant
  - Incorporating rigorous market, donor and stakeholder research
  - Financial plans and projections that demonstrate significant gains in diversifying private sector fundraising and membership development.
  - A plan for board development

*Noel James remained affiliated with the ArtsCenter organization through early August and has supported the organization and the inbound Executive Director in assisting in generating the information necessary for a successful business planning process critical to this process and resulting proposal.*

6. The business planning process should "test" whether the market, revenue models or other factors related to either organization actually support a co-location strategy. It should also rigorously test financial capabilities of each organization such that their contributions to any potential project will be maximized, not underestimated.
- *A primary objective of the process will be assess the value of a co-location strategy for all participants, and that this value assessment will be evaluated using the best practices available within DFI's evaluation to test the factors contributing to the feasibility and sustainability of a co-location model.*
    - a) *A transition plan may or may not be part of the final business plan--but let the planning process inform this. Transition plans in Board and Management Leadership will inform this process.*
    - b) *To the extent that Kidzu also needs a business plan, they do the same. Business plan update with SBTDC is underway; as noted above, transition plans in Board and Management Leadership with otherwise inform the process.*
    - c) *Any new proposal includes modified, shared assumptions about economic impact, growth, goals and measures, etc. Agreed and reflected in DFI study scope.*
    - d) *Public sector partners outline non-negotiables, participation limitations, or accountability requirements that must be included in any future proposal. Partners agree to submit and attempt to mutually accept these requirements as part of the process.*





# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 15-0325

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**Agenda Date:** 9/15/2015

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Update on Town Transportation Projects and Initiatives

**PURPOSE:** The purpose of the agenda item is to provide the Board with an update on the status of new and existing transportation projects and initiatives in the Town.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Bergen Watterson - 919-918-7329

**INFORMATION:** The Board has not received an update on the transportation projects happening in Town in quite a while. Some are existing projects and others have not yet begun. The majority are infrastructure projects like greenways and sidewalks, but others are programmatic or research-based. Some of the infrastructure projects are NCDOT-managed and others are administered by the Town.

The memo provided in Attachment B provides a brief overview of the current transportation projects. The information in the memo is fairly brief; if any member of the Board would like more detailed information of any of the projects, this will be possible during the presentation at the meeting. This update is something that staff would like to do once or twice a year to ensure that the Board stays abreast of the happenings in the Town's transportation realm.

**FISCAL & STAFF IMPACT:** There is no fiscal impact associated with receiving this information.

**RECOMMENDATION:** Staff recommends that the Board of Aldermen approve the resolution provided in Attachment A receiving the update.

A RESOLUTION TO RECEIVE AN UPDATE ON TOWN TRANSPORTATION  
PROJECTS AND INITIATIVES

WHEREAS, the Board of Aldermen have not received an update on Town transportation projects and initiatives since mid-2014; and,

WHEREAS, Town staff has been working on new and existing transportation projects;

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Board of Aldermen that the Board receives the update on Town transportation projects and initiatives.

This the 15<sup>th</sup> day of September in 2015.



## TOWN OF CARRBORO

NORTH CAROLINA

### MEMORANDUM

**DELIVERED VIA:** ☐ HAND ☐ MAIL ☐ FAX ☒ EMAIL

**DATE:** September 15, 2015

**TO:** David Andrews, Town Manager  
Mayor and Board of Aldermen

**FROM:** Bergen Watterson, Transportation Planner

**RE:** Update on Town Transportation Projects and Initiatives

The town is involved in a number of transportation initiatives as summarized below.

- **Homestead-Chapel Hill High School Multi-Use Path:** The final design for the Homestead-CHHS Multi-Use Path is finished and the project is ready for construction. When completed the path will extend from the Claremont neighborhood to the Chapel Hill High School cross-country trail. The project was advertised in June for a July 9<sup>th</sup> bid opening, but only one bid was received. Since this was a formal bid, a minimum of three proposals were required, so the project was re-advertised on September 9<sup>th</sup> with the bid opening scheduled for on October 8<sup>th</sup>.
- **Morgan Creek Greenway:** This multi-phased greenway will begin at the bridge at Smith Level Road, connect to the cul-de-sac at Weatherhill Pointe along the north side of Morgan Creek and extend along the south side of Morgan Creek along the Berryhill neighborhood, and ultimately to University Lake. There will be a future spur that will connect to BPW Club Road. The project's current plans are 100% complete and have been submitted to NCDOT. The buffer authorization has been approved, the Stream buffer, and Sedimentation and Erosion Control approval are in hand. Town staff is starting to work on obtaining easements from property owners. Construction on this project is anticipated to begin in 2016.
- **Rogers Road Sidewalk:** This project to construct a sidewalk along the west side of Rogers Road from Homestead Road to Meadow Run Court is moving forward. Design plans are 90% complete and the majority of the affected property owners have either

provided executed deeds or have committed to executing deeds upon receiving compensation. Town staff is working to obtain commitment from the remaining property owners. Additional work is needed before the plans and cost estimate are ready to be sent to NCDOT for construction authorization.

- **Jones Creek Greenway:** This multi-use path is intended to connect the County's existing Jones Creek Greenway to the end of Lake Hogan Farms road, completing the off-road connection to Morris Grove Elementary school. This project is scheduled to be designed in FY 2016 and completed by October 2018. The funding is a combination of Congestion Mitigation and Air Quality Improvement Program (CMAQ) and local match. Town staff anticipates initiating a municipal agreement with NCDOT within the next couple of months.
- **Bike Loop Detectors:** This project to install bike detection loops at four intersections in Carrboro is close to being ready to put out to bid. Construction plans are completed; Town staff is finalizing the project specification manual to submit to NCDOT for final construction approval. Once approved, Town staff will advertise the project and award the contract. Installation should be relatively straightforward.
- **Estes Park Bus Service:** Bus service to Estes Park apartments should be restored soon. Chapel Hill Transit has finalized a 10-year lease with property owners GSC for a bus turnaround within the apartment complex. Town staff has been working with Town of Chapel Hill staff to finalize construction plans, and anticipates that the Town of Chapel Hill will be submitting a land use permit in the near future. When the permit is approved they will request bids for construction of the turnaround.
- **Parking Plan:** The request for proposals for the Parking Plan was advertised for the second time on August 20<sup>th</sup>, with three proposals received by the September 10<sup>th</sup> due date. Town staff plans to refer the top two firms to the Board of Aldermen for presentations at the October 6<sup>th</sup> meeting.
- **Outdoor Seating Survey:** The surveys, designed to gauge the travel mode of outdoor diners in Carrboro, were distributed to twenty-one restaurants and cafes on August 20<sup>th</sup>. There are paper cards and a link to the survey online. Town staff has visited all of the restaurants since initial distribution to replenish their supply of surveys and collect completed ones. To date (9/9/2015) there are 17 online and 160 paper surveys completed.
- **Smith Level Road:** This project is well underway and is scheduled to be completed by January 2016. Town staff will be working with NCDOT on a landscaping plan for the corridor over the months leading up to project completion and beyond. Town staff received several complaints about the roundabout when it first opened on August 1<sup>st</sup>, and

coordinated with NCDOT to improve signage and lighting. Staff has not received any additional complaints since the improved notification.

- **Jones Ferry Road:** The contract for this safety improvement project from the south side of the NC 54 Bypass to the second Ridgeway Apartments driveway has been awarded and construction should start soon. The cross-section of the road will be one automobile lane in each direction, a median with turn lane, bike lanes (the eastbound lane will be buffered), and sidewalks. There will also be a signal with high-visibility crosswalks at the intersection of Jones Ferry Road and Davie Road. NCDOT anticipates that the project will take about a year to complete.

If any member of the Board would like additional information on any of the projects above, I am happy to discuss further.







# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 15-0329

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**Agenda Date:** 9/15/2015

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Update and Report Regarding Mediation Related to the Lloyd Farm Development Application

**PURPOSE:** The Board is asked to receive an update on the status of mediation and facilitated meetings that have taken place regarding the proposed Lloyd Farm development application.

**DEPARTMENT:** Planning Department

**CONTACT INFORMATION:** Marty Roupe, 919-918-7333; Patricia McGuire, 919-918-7327; Tina Moon, 919-918-7325; Annette Stone, 919-918-7319

**INFORMATION:** The Board of Aldermen discussed whether to set a public hearing about a Land Use Permit Application and Rezoning request for the Lloyd property, otherwise known as Lloyd Farm on October 21, 2014. Following the discussion, the Town engaged Mr. Andy Sachs of Dispute Settlement Center to perform a situation assessment in order to determine whether mediation / facilitated discussions regarding the proposal might be of benefit. Mr. Sachs determined that conducting the meetings might be productive and useful, and the process moved forward. Additional background information regarding this topic can be found at the following two links:

11/11/14 Board of Aldermen Agenda Item regarding the process:

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=2012389&GUID=6D05B3E8-0956-4952-9524-68F623AAEA9A&Options=&Search=&FullText=1>

4/21/15 Board of Aldermen Agenda Item authorizing the facilitated discussions:

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=2262615&GUID=35D4C0C4-E366-42BF-A005-9D5A1B5B6697&Options=&Search=&FullText=1>

Following the situation assessment, Mr. Sachs identified preliminary agendas and a scope of work for the series of five (5) facilitated meetings between representatives from the developer, town, and neighbors. The neighbors' team was allowed to substitute participants in order to ensure that meeting dates could be agreed upon within a reasonable timeframe. A total of five (5) neighbors participated in each individual meeting, from among the following:

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**Agenda Date:** 9/15/2015

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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-Geoff Gisler,  
-Shauna Hay,  
-Lorraine Aragon,  
-Victor Jimenez,  
-Matt Oliverio,  
-Julie Shaw-Kokot,  
-Bret Johnson,  
-Meredith Bratcher,  
-Ruth Zwiedinger

The developer's team of representatives included:

-Ted Barnes of Argus Development Group,  
-Ellis Coleman of EYC Companies,  
-Linda Lloyd, Property Owner,  
-Jack Smyre of The Design Response,  
-LeAnn Nease Brown as legal representation for the developer

Town representatives included Board of Aldermen members:

-Damon Seils,  
-Michelle Johnson,  
-Randee Haven-O'Donnell,  
-Town Attorney Nick Herman, with Town Attorney Bob Hornik participating in lieu of Nick Herman during the second meeting

At least two staff members were present during each meeting, from among the following:

-Trish McGuire,  
-Annette Stone,  
-Marty Roupe,  
-Tina Moon

Staff members were available as a resource to answer questions. Other neighbors and interested parties were allowed to observe the meetings but not directly participate.

The series of meetings began in early May and continued through early summer 2015 on the following dates: May 4, May 15, June 8, June 17, and June 30. The mutually agreed upon goal of the meetings was to conclude with a revised version of the site plan that was suitable for a public hearing. This language was carefully chosen in order to make clear that Board members were not committing to supporting approval of a rezoning request or land use permit application when and if a revised plan moved forward. They were only agreeing that it was suitable to move to the next stage of a public process. Similarly, neighbors were not obligated to support the new plan during any public process that may follow.

At the end of the fifth meeting, the three teams mutually agreed that a break from the meetings would be helpful and a sixth meeting was planned for late summer, on August 24. During the sixth meeting, all teams

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**Agenda Date:** 9/15/2015

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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were tasked with reaching a conclusion about whether they could mutually agree upon a plan that was suitable for a public hearing. All three teams did tentatively agree to conclude that one specific plan was suitable for a public hearing, but only in the context of the developer changing the rezoning request to conditional zoning. This change would allow full participation and discussion of the application by all Board of Aldermen members with both the developer and neighbors alike, before any decision is ultimately reached. At this time the developer is considering the matter and deciding whether they want to change the request accordingly and move forward.

**FISCAL & STAFF IMPACT:** No fiscal or staff impacts are noted associated with the Board receiving this report.

**RECOMMENDATION:** The Board is asked to receive the update.





# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 15-0321

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**Agenda Date:** 9/15/2015

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

A Resolution Recommending an Appointment to the Orange County Human Relations Commission

**PURPOSE:** The purpose of this agenda item is for the Mayor and Board of Aldermen to consider recommending an applicant for appointment as one of the Town of Carrboro's representatives on the Orange County Human Relations Commission.

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Cathy Wilson - 918-7309

**INFORMATION:** There are two seats on the Orange County Human Relations Commission designated for Carrboro representatives. Monica Richard is currently serving as a Carrboro representative and there is one seat open for appointment. Ashley Givens, Colin O'Banion, and Prof. R. Ross Holloway have submitted applications expressing interest in serving as one of the Town's representatives on the Orange County Human Relations Commission. The Mayor and Board of Aldermen are requested to recommend one of the applicants for appointment to the Orange County Board of Commissioners.

**FISCAL & STAFF IMPACT:** N/A

**RECOMMENDATION:** Town staff recommends that the Mayor and Board of Aldermen approve the attached resolution.

**A RESOLUTION RECOMMENDING AN APPOINTMENT TO THE  
ORANGE  
COUNTY HUMAN RELATIONS COMMISSION**

WHEREAS, the Town of Carrboro has two seats on the Orange County Human Relations Commission; and one of those seats is vacant; and,

WHEREAS, Ashley Givens and Colin O'Banion have submitted applications expressing interest in serving as a Carrboro representative on the Orange County Human Relations Commission.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO  
HEREBY RESOLVES:

Section 1. The Board of Aldermen hereby recommends that the Orange County Board of Commissioners appoint INSERT APPLICANT NAME as a Carrboro representative on the Orange County Human Relations Commission.

Section 2. This resolution shall become effective upon adoption.