# Town of Carrboro

## Meeting Agenda

## Board of Aldermen

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

**Tuesday, June 21, 2016** | **7:30 PM** | **Board Chambers - Room 110**

**7:30-7:35**

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

**B. RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS**

**7:35-7:40**

**C. ANNOUNCEMENT OF UPCOMING MEETINGS**

**7:40-7:50**

**D. CONSENT AGENDA**

**1.** 16-206 Approval of Previous Meeting Minutes of May 17 and May 24, 2016

**2.** 16-199 Human Services Funding for Fiscal Year 2016-17

**PURPOSE:** The purpose of this item is for the Board of Aldermen to consider human services funding allocation recommendations for FY 2016-17.

***Attachments:*** Attachment A - A RESOLUTION ACCEPTING THE RECOMMENDATIONS 2016-17
Attachment B - Human Services Recommendations 2016-17
Attachment C - Chapel Hill 2016-2017 FUNDING RESOLUTION
Attachment D - Orange County Recommendations

**3.** 16-200 Report on Hwy 54 Development for Affordable Commercial

**PURPOSE:** The purpose of this agenda item is to update the Board on progress in regards to creating affordable commercial development.

***Attachments:*** Attachment A

**4.** 16-193 A Resolution Making an Appointment to the Recreation and Parks Commission

**PURPOSE:** The purpose of this item is to allow the Board to make an appointment to the Recreation and Parks Commission.

***Attachments:*** Recreation and Parks Commission Appointment Resolution

June 2016 Recreation and Parks Commission Chair Forms

June 2016 Recreation and Parks Application - Online Form Submittal__ Advisory Board Application.pdf

**5.** 16-203 Acceptance of Offer of Dedication

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to consider accepting a public pedestrian easement that provides access near Morgan Creek along the northern edge of the University Commons property.

***Attachments:*** Att A - acceptance res June 21, 2016

Att B - OC Recorded plat_ 81-72 document

Att C - OC Recorded plat_78-174 document

**6.** 16-207 Designation of Fund Balance for FY 2015-16 Budget Items Not Yet Spent or Encumbered

**PURPOSE:** The Board of Aldermen is requested to designate fund balance in the General Fund to carry over to next year for certain budget items where funds have not been spent or encumbered.

***Attachments:*** Resolution - Designated Fund Balance 2013-14

**7.** 16-208 Permit Extension Request for Previously Issued Conditional Use Permit for Club Nova

**PURPOSE:** The Board is asked to consider approving a request for an extension of the date when a Conditional Use Permit would otherwise expire for Club Nova. Town Staff recommends approval of the request.

***Attachments:*** Attachment A - Resolution Approving Permit Extension

Attachment B - Letter from Executive Director

Attachment C - CUP Amendment Document from 2014

## E. OTHER MATTERS

**7:50-8:00**

**1.** 16-204 Adoption of FY 2016-17 Annual Budget

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to complete budget discussions and adopt the annual budget for fiscal year 2016-17.

***Attachments:*** ATTACHMENT A - Budget Ordinance 2016-17

ATTACHMENT B - Changes to Position Classification and Pay Plan FY 2016-17
ATTACHMENT C - Across-the- board and Housing Wage Pay Resolution FY 2016-17
ATTACHMENT D - Reimbursement Resolution Equipment and Vehicle Financing 2016-17
ATTACHMENT E - Contract for Town Attorney Resolutiin 2016-17

ATTACHMENT F -Miscellaneous Fees and Charges Resolution 7-01-2016
FY 2016-17 Miscellaneous Fees and Charges Schedule

ATTACHMENT G - Affordable Housing Special Revenue Fund Resolution
ATTACHMENT H - Capital Projects Ordinance 2016-17

ATTACHMENT I- Bus Financing Agreement

**8:00-8:30**

**2.** 16-201 Community Climate Action Plan Public Hearing Follow up

**PURPOSE:** The purpose of this agenda item is to provide a report to the Board on additional community outreach and potential fiscal impacts related to the draft Community Climate Action Plan.

***Attachments:*** Attachment A-ClimateActionPlanResolution062116

Attachment B-ClimateActionOutreachStaffMemo

Attachment C-ClimateActionFiscal

Attachment D: Suggested Plan Insert on Plant-based Diet (L. Paydon)

**8:30-9:00**

**3.** 16-205 An Update on Carrboro's Parking Plan

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to receive an update on the progress of the Town's Parking Plan.

***Attachments:*** Attachment A - Memo - VHB Parking Update #2 (21Jun16)

**9:00-9:45**

## F. PUBLIC HEARING

**1.** 16-202 Revised Land Use Ordinance Text Amendments that would provide for a Site Specific, Flexible Zoning District

**PURPOSE:** The purpose of this item is for the Board of Aldermen to consider further revisions to the Land Use Ordinance amendments that would authorize the establishment of site specific, flexible zoning districts. A revised draft ordinance has been prepared.

***Attachments:*** Attachment A-1 - Consistency Resolution for Ordinance Adoption 3mb

Attachment A-2 - Consistency Resolution for Ordinance Denial

Attachment B - Revised Draft LUO Ordinance-FLX District rev 5-24-2016

Attachment C - NTAAC Comments on Revised Draft LUO Ordinance-FLX District 05-12-2016

Attachment D - Combined board comments

## G. MATTERS BY BOARD MEMBERS

## H. MATTERS BY TOWN MANAGER

## I. MATTERS BY TOWN ATTORNEY

## J. CLOSED SESSION - 143-318.11 (A) (3) & (4)

# Town of Carrboro

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

## Agenda Item Abstract

## File Number: 16-199

**Agenda Date:** 6/21/2016 **File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Human Services Funding for Fiscal Year 2016-17

**PURPOSE:** The purpose of this item is for the Board of Aldermen to consider human services funding allocation recommendations for FY 2016-17.

**DEPARTMENT:** Manager's Office

**CONTACT INFORMATION:** Nate Broman-Fulks, Assistant to the Town Manager, 919-918-7314, nbroman-fulks@townofcarrboro.org

**INFORMATION:** The Town Manager's recommended budget includes an allocation of $250,000 to be distributed to local nonprofit agencies providing services to the citizens of Carrboro. Over a period of several months, the applications for funding were reviewed by the Human Services Advisory Commission (HSAC). There were a total of 52 applications received, and requests for funding exceeded $338,000.

**Notes on Funding Recommendations**
There are two funding recommendations staff wants to highlight for the Board to provide more information on the reasoning for the recommendations. The first is the funding recommendation for Communities in Schools of Orange County (CIS). The Town has been informed that CIS will not be performing the services they had requested funding for. CIS has informed staff the Town will likely be notified of their funding request withdrawal after the CIS Board of Directors meets on Tuesday, January 21, where a formal decision will be made. Having received this information, HSAC is recommending to not provide funding to CIS in FY 2016-17.

The second recommendation staff wants to provide information on is for Community Empowerment Fund. In FY 15-16 CEF received $1,500 in Human Services grants and also received $500 from the Affordable Housing Fund to make their allocation $2,000. HSAC has expressed concerns around safety, best practices, and qualifications of those providing services the previous two years to CEF. These concerns were still remaining and is why the funding amount recommended this year is $250 less than the total $2,000 CEF received last year.

Last year, the Board requested that Chapel Hill and Orange County's funding recommendations be provided in this agenda item. Chapel Hill's funding recommendations can be found in Attachment C and Orange County's funding recommendations can be found in Attachment D.

**FISCAL & STAFF IMPACT:** The fiscal impact is $250,000, which is included in the proposed FY 2016-17 Budget.

**RECOMMENDATION:** Staff recommends the Board consider approving the funding recommendations by approving the resolution in Attachment A.

# A RESOLUTION ACCEPTING THE RECOMMENDATIONS FROM THE HUMAN SERVICES ADVISORY COMMISSION FOR FISCAL YEAR 2016-17 HUMAN SERVICES FUNDING
**June 21, 2016**

**WHEREAS**, the Town of Carrboro established as a policy to support human services agencies that provide invaluable services to Carrboro citizens; and

**WHEREAS,** Fifty-three (53) agencies applied for funding through the established Human Services funding process; and

**WHEREAS**, the Human Services Advisory Commission has met with all applicants that applied for funding in the 2016-17 funding cycle; and

**WHEREAS**, town staff indicated that the human services funding level for fiscal year 2016-17 is $250,000.00, which represents a 14% increase over last year's funding of $220,000; and

**WHEREAS**, the total amount of funding requests for 2016-17 was $342,215.00.

**NOW THEREFORE**, THE CARRBORO MAYOR AND BOARD OF ALDERMEN RESOLVE THAT:

Section 1. Subject to approval of the FY 2016-17 Budget, $250,000 will be allocated to Human Services.

Section 2. That the Human Services Advisory Commission have heard the requests from the applicants and are making a final recommendation for allocation of the available funds to agencies.

Section 3. That the Carrboro Board of Aldermen approve the recommendation for funding by the Human Services Advisory Commission in the amount of $250,000.00 for fiscal year 2016-17.

# 2016-17 Human Services Recommendations for Funding

| Agency | Category | Received FY 15-16 | Requested FY 16-17 | Recommended FY 16-17 |
|---|---|---|---|---|
| A Helping Hand | Seniors-Health/Nutrition/Disabled | $ 4,000 | $ 4,000 | $ 4,000 |
| Art Therapy Institute | Mental Health Children, Adolescents | $ 3,500 | $ 5,000 | $ 4,000 |
| Behavioral Insights, Inc.( Formerly Pre-Trial) | Batterer Intervention and Anger Management | $ 5,600 | $ 5,000 | $ 5,000 |
| Big Brothers Big Sisters of the Triangle, Inc. | Youth - Mentoring | $ 1,500 | $ 3,000 | $ 3,000 |
| Blue Ribbon Mentor | Youth-Mentoring, Leadership Training | $ - | $ 1,500 | $ 1,500 |
| Boys and Girls Club of Eastern Piedmont | Youth-Mentoring-Education | $ - | $ 10,000 | $ 1,500 |
| Bridge II Sports | Youth /Adults with Disabilities | $ 3,500 | $ 8,000 | $ 4,000 |
| Chapel Hill - Carrboro Meals on Wheels | Senior - Health-Disabled-Nutrition-In Home Meals | $ 10,500 | $ 15,000 | $ 11,950 |
| Chapel Hill Training & Outreach-Kidscope | Youth-Early Childhood Mental Health | $ 2,200 | $ 2,200 | $ 2,200 |
| Charles House Assoc. | Senior -Disabled- Day Care | $ 3,500 | $ 4,000 | $ 3,500 |
| Child Care Services Assoc. | Youth-Education | $ 5,000 | $ 7,500 | $ 6,000 |
| Club Nova Community Inc. | Health - Nutrition-Safety Net for Vulnerable/Disadvantaged | $ 10,500 | $ 16,500 | $ 13,500 |
| Communities in Schools of Orange Inc. | Youth - Education /Mentor - After School | $ 7,500 | $ 7,000 | $ - |
| Community Empowerment Fund | Homelessness-employment-personal savings | $ 2,000 | $ 2,000 | $ 1,750 |
| Compass Center | Education-Civic Engagement-Safety Net for Vulnerable/Disadvantaged | $ 8,450 | $ 8,400 | $ 8,400 |
| Dispute Settlement Center of Orange County | Youth - Mentoring - Conflict Resolution | $ 8,000 | $ 10,000 | $ 9,000 |
| Duke Hospice | Senior-Disabled- Hospice/Bereavement Services | $ 3,800 | $ 3,800 | $ 3,800 |
| El Centro Hispano | Education-Safety Net for Vulnerable/Disadvantaged OC Residents | $ 9,500 | $ 15,000 | $ 14,800 |
| El Futuro, Inc | Safety Net for Vulnerable/Disadvantaged OC Residents | $ 5,000 | $ 5,000 | $ 5,000 |
| EmPOWERment Inc. | Housing - Rental - Low Income | $ 9,500 | $ 10,000 | $ 10,000 |
| Exchange Club Center for the Prevention of Child Abuse | Parent Aid Services | $ 1,000 | $ 3,000 | $ 2,000 |
| Farmer Foodshare | Adults-Families- Food | $ 1,500 | $ 2,500 | $ 1,750 |
| Freedom House Recovery Center | Health -Nutrition -Safety Net for Disabled/Disadvantaged | $ 8,100 | $ 9,000 | $ 8,950 |
| Friends of the Robert and Pearl Seymour Center, Inc | Senior -Disabled- Activity Center | $ 1,500 | $ 2,600 | $ 2,600 |
| Human Rights Center of Chapel Hill & Carrboro | Children-Teacher Salaries/Tutoring/Housing Rights | $ 2,750 | $ 3,750 | $ 3,500 |
| IFC for Social Service | Health, Food, Nutrition-Safety Net for Vulnerable/Disadvantaged | $ 10,000 | $ 14,000 | $ 11,950 |
| Ligo Dojo of Budo Karate | Youth - Delinquency | $ 1,900 | $ 2,000 | $ 2,000 |
| Marion Cheek Jackson Ctr for Saving/Making HX | Youth-Low Income/Communication Education | $ 2,500 | $ 3,000 | $ 3,000 |
| Mental Health America of the Triangle | Education-Mental Health | $ 5,700 | $ 6,000 | $ 5,700 |
| OE Enterprise, INC | Senior-Youth-Disabled | $ 3,600 | $ 5,000 | $ 3,800 |
| Orange Co Dept of Aging Senior Lunch Program | Health-Nutrition-Disabled | $ 5,000 | $ 5,000 | $ 5,000 |
| Orange Co Disability Awareness Council | Education-Senior-Disabled | $ 3,500 | $ 10,000 | $ 5,000 |
| Orange Co Literacy Council | Education-Safety Net for Vulnerable/Disadvantaged | $ 4,000 | $ 5,000 | $ 4,500 |
| Orange Co Partnership for Young Children | Education-Health-Nutrition-Youth | $ 3,500 | $ 5,000 | $ 4,000 |
| Orange Co Rape Crisis Center | Education-Human Services | $ 10,000 | $ 12,000 | $ 12,000 |
| Piedmont Health Services | Health - Nutrition-Safety Net for Vulnerable/Disadvantaged | $ 2,500 | $ 3,500 | $ 3,000 |
| Piedmont Wildlife Center | Education-Youth | $ 2,200 | $ 2,500 | $ 2,500 |
| Planned Parenthood South Atlantic | Education-Health-Nutrition | $ 1,000 | $ 1,000 | $ 1,000 |
| PORCH, Inc. | Nutrition-Children, Families | $ - | $ 15,750 | $ 5,000 |
| Rebuilding Together of the Triangle, Inc. | Senior/Disabled/Low Income-Home Repair | $ 6,600 | $ 15,000 | $ 8,450 |
| RENA-Rogers Eubanks Neighborhood Assoc. | Education-Health-Nutrition--Youth | $ 6,000 | $ 20,000 | $ 9,950 |

# 2016-17 Human Services Recommendations for Funding

| | | | | |
|---|---|---|---|---|
| Senior Care of Orange County, Inc. | To support the Florence Gray Soltys Adult Day Health Program | $ 1,000 | $ 1,500 | $ 1,250 |
| TABLE | To fund the weekend meal backpack program | $ 2,000 | $ 10,000 | $ 5,000 |
| The ARC of the Triangle | Senior-Disabled Safety Net for Vulnerable/Disadvantaged | $ 3,615 | $ 5,000 | $ 5,000 |
| Town of Chapel Hill Dept of Housing & Community | Low to moderate youth-summer employment program | $ 8,435 | $ 10,000 | $ 9,500 |
| Triangle BikeWorks | 2017 Summer tour cycling sections of Trail of Tears-Youth | $ - | $ 3,250 | $ 1,250 |
| United Way of the Greater Triangle | Development of the Food Policy Council | $ - | $ 8,015 | $ 1,000 |
| Volunteer Connect 55+(Formerly RSVP) | To support the volunteer program | $ 1,450 | $ 1,450 | $ 1,450 |
| Volunteers for Youth, Inc. | Youth - Mentor | $ 2,500 | $ 3,000 | $ 2,750 |
| WCOM-LP Radio | Radio programming, training of radio host, new equipment | $ 500 | $ 1,000 | $ 750 |
| YMCA of the Triangle Area, Inc. | Education-Youth | $ 1,600 | $ 4,000 | $ 2,500 |
| Youth Community Project | Youth Community Building Initiatives, Leadership Dev. | $ - | $ 2,500 | $ 1,000 |
| | | | | |
| TOTAL | | | $ 338,215 | $ 250,000 |
| | | | | |
| 52 Applications Received | | | | |
| | | | | |
| | | | | |

**A RESOLUTION APPROVING 2016-2017 FUNDING FOR PERFORMANCE AGREEMENTS WITH HUMAN SERVICE AGENCIES AS RECOMMENDED BY THE HUMAN SERVICES ADVISORY BOARD (2016--06/R-27 )**

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby approves the following allocations for performance agreements with human service agencies in 2016-2017 to address the community's human service needs identified by the Human Services Advisory Board:

| **Agency** | |
|---|---|
| A Helping Hand | $ 4,000 |
| Behavioral Insight, Inc. | 8,000 |
| Blue Ribbon Mentor Advocate | 3,000 |
| Big Brothers Big Sisters | 2,000 |
| Bridge II Sports | 5,750 |
| Chapel Hill Carrboro Human Rights Center | 1,750 |
| Chapel Hill-Carrboro Meals on Wheels | 11,000 |
| Chapel Hill Training Outreach Project, Inc. KidSCope | 4,500 |
| Charles House Association | 7,000 |
| Child Care Services Association | 12,500 |
| Club Nova | 9,500 |
| Communities in Schools of Orange County | 20,000 |
| Compass Center for Women and Families | 29,300 |
| Dispute Settlement Center of Orange County | 12,000 |
| Duke Homecare and Hospice | 2,000 |
| El Centro Hispano | 18,000 |
| El Futuro | 6,000 |
| Executive Service Corps of the Triangle | 2,000 |
| Farmers Food Share | 3,000 |
| Freedom House Recovery Center | 18,000 |
| Friends of the Seymour Center, Inc. | 2,000 |
| Housing for New Hope | 5,000 |
| Interfaith Council for Social Services | 21,000 |
| Mental Health America of the Triangle | 6,000 |
| OE Enterprises, Inc. | 6,000 |
| Orange County Department on Aging (Lunch program) | 5,000 |
| Orange County Disability Awareness Council | 2,000 |
| Orange County Literacy Council | 14,000 |
| Orange County Partnership for Young Children | 3,000 |
| Orange Rape Crisis Center | 21,000 |
| Orange County Senior Volunteer 55+ | 12,300 |
| Piedmont Health Services | 2,000 |
| Planned Parenthood South Atlantic | 2,500 |
| PORCH | 4,000 |
| Rebuilding Together of the Triangle | 3,000 |

| | |
|---|---|
| RENA-Rogers Eubanks Neighborhood Association | 6,000 |
| Senior Care of Orange | 2,000 |
| TABLE | 2,000 |
| The Community Empowerment Fund | 4,500 |
| The Exchange Club Child Abuse Prevention Center of NC | 10,000 |
| The Institute of Art Therapy | 2,000 |
| The Marion Cheek Jackson Center | 2,000 |
| TROSA | 5,000 |
| United Way of the Greater Triangle Food Council | 2,000 |
| Volunteers for Youth | 8,000 |
| YMCA of the Triangle Area, Inc. (BOOMERANG) | 4,000 |
| Youth Community Project | 2,000 |
| **TOTAL RECOMMENDATION** | 337,100 |

This 27th day of June 2016

# FY 2016-17 Manager Recommended Budget
# Outside Agency Recommendations

| Agency | FY 2015-16 Approved Budget | FY 2016-17 Agency Request | FY 2016-17 Manager Recommended | Change from Approved Budget |
|---|---|---|---|---|
| **1. FY 2015-16 Funded Agencies** | | | | |
| A Helping Hand | 2,000 | 8,000 | 2,000 | - |
| Big Brothers Big Sisters of the Triangle | 2,000 | 6,000 | 2,000 | - |
| Bridge II Sports | 2,500 | 8,000 | 2,500 | - |
| Centre for Homeownership & Econ. Dev. [3] | 22,000 | - | - | *(22,000)* |
| Chapel Hill/Carrboro Meals on Wheels | 10,000 | 15,000 | 10,000 | - |
| Chapel Hill/ Carrboro YMCA - Boomerang[1] | 5,000 | 10,000 | 10,000 | 5,000 |
| Charles House | 15,000 | 20,000 | 15,000 | - |
| Club Nova [2] | 75,000 | 95,000 | 95,000 | 20,000 |
| Communities in Schools of Orange County | 78,800 | 78,800 | 78,800 | - |
| Community Empowerment Fund | 7,500 | 7,500 | 7,500 | - |
| Community Home Trust [2] | 231,000 | 200,026 | 200,026 | (30,974) |
| Compass Center for Women and Families | 64,500 | 64,500 | 64,500 | - |
| Dispute Settlement Center [1] | 76,000 | 80,000 | 78,000 | 2,000 |
| Duke Homecare & Hospice | 1,000 | 1,000 | 1,000 | - |
| El Centro Hispano | 20,000 | 37,620 | 20,000 | - |
| El Futuro [2] | 27,500 | 27,500 | 27,500 | - |
| EmPOWERment | 20,000 | 25,000 | 22,500 | 2,500 |
| Fairview Community Watch [2] | 4,000 | 6,000 | 5,500 | 1,500 |
| Farmer Foodshare | 5,000 | 2,500 | 2,500 | (2,500) |
| Freedom House | 29,000 | 30,000 | 30,000 | 1,000 |
| Habitat for Humanity | 20,000 | 25,000 | 22,500 | 2,500 |
| Historic Hillsborough Commission | 7,000 | 8,857 | 7,500 | 500 |
| Historical Foundation | 6,000 | 6,600 | 6,600 | 600 |
| Housing for New Hope | 22,000 | 22,500 | 22,500 | 500 |
| Human Rights Center | 1,000 | 2,000 | 2,000 | 1,000 |
| Interfaith Council | 44,000 | 50,000 | 44,000 | - |
| KidSCope | 75,000 | 75,000 | 75,000 | - |
| Ligo Dojo of Budo Karate [1] | 2,000 | 2,000 | 2,000 | - |
| Marian Cheek Jackson Center | 8,000 | 10,000 | 9,000 | 1,000 |
| OC Disability Awareness Council | 4,000 | 10,000 | 5,000 | 1,000 |
| OC Literacy Council | 12,000 | 15,000 | 12,000 | - |
| OC Partnership for Young Children | 2,000 | 5,000 | 2,000 | - |
| OC Rape Crisis Center | 30,000 | 35,000 | 30,000 | - |
| OE Enterprises, Inc. | 45,100 | 51,100 | 45,100 | - |
| OCIM Samaritan Relief | 33,415 | 33,415 | 33,415 | - |
| OCIM Meals on Wheels | 17,000 | 17,000 | 17,000 | - |
| Piedmont Health Services, Inc. [2] | 10,000 | 11,000 | 11,000 | 1,000 |
| Piedmont Wildlife Center | 2,000 | 5,000 | 2,000 | - |

# FY 2016-17 Manager Recommended Budget
# Outside Agency Recommendations

| Agency | FY 2015-16 Approved Budget | FY 2016-17 Agency Request | FY 2016-17 Manager Recommended | Change from Approved Budget |
|---|---|---|---|---|
| **1. FY 2015-16 Funded Agencies (cont'd)** | | | | |
| Planned Parenthood | 20,000 | 20,000 | 20,000 | - |
| Rogers Eubanks Road Neighborhd Assoc. | 20,000 | 20,000 | 20,000 | - |
| Senior Care of Orange County | 25,000 | 30,000 | 27,500 | 2,500 |
| The Arc of Orange County | 5,000 | 6,000 | 5,000 | - |
| The ArtsCenter | 7,000 | 10,000 | 7,000 | - |
| The Institute of Art Therapy [2] | 1,000 | 5,000 | 1,000 | - |
| The Exchange Club Child Abuse Prevention [2] | 2,000 | 10,350 | 2,000 | - |
| Voices Together | 10,000 | 15,000 | 10,000 | - |
| **1. Total - FY 2015-16 Funded Agencies** | **$ 1,128,315** | **$ 1,223,268** | **$ 1,115,441** | **$ (12,874)** |
| **2. New or Previously Unfunded Agencies** | | | | |
| Behavioral Insights, Inc. | - | 142,760 | 4,000 | 4,000 |
| Boys and Girls Club of Eastern Piedmont | - | 10,000 | - | - |
| Child Care Services Association | - | 35,000 | - | - |
| Hillsborough Arts Council | - | 15,000 | - | - |
| Mental Health America of the Triangle | - | 17,000 | - | - |
| OC Living Wage | - | 16,750 | 16,750 | 16,750 |
| Public Gallery of Carrboro (WCOM-LP Radio) | - | 1,000 | - | - |
| Rebuilding Together of the Triangle [2] | - | 30,000 | 5,000 | 5,000 |
| TABLE | - | 10,000 | - | - |
| Triangle Bikeworks | - | 1,000 | - | - |
| United Way of the Greater Triangle | - | 16,030 | - | - |
| Volunteers for Youth | | 10,000 | 5,000 | 5,000 |
| Youth Community Project | - | 4,750 | - | - |
| **2. Total - New or Previously Unfunded Agencies** | **$ -** | **$ 309,290** | **$ 30,750** | **$ 30,750** |
| **Grand Total** | **$ 1,128,315** | **$ 1,532,558** | **$ 1,146,191** | **$ 17,876** |

**Notes:**

1. The agency receives State Juvenile Crim Prevention Council (JCPC)funds; the County provides a 30% match.

2. Finance and Administrative Services administers all agency contracts with the following exceptions: Club Nova (a part of Cardinal Innovations, MOU funds),Community Home Trust (Housing), El Futuro (Public Health), Fairview Communtiy Watch (DEAPR), Piedmont Health Services (Health), Rebuilding Together of the Triangle (Housing), The Exchange Club Child Abuse Prevention Center (Social Services), The Institute of Art Therapy (a part of Cardinal Innovations, MOU funds).

3. Centre for Homeownership and Economic Development did not request funding through the Outside Agency process.

# Town of Carrboro

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

## Agenda Item Abstract

## File Number:16-200

**Agenda Date:** 6/21/2016 **File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Report on Hwy 54 Development for Affordable Commercial

**PURPOSE:** The purpose of this agenda item is to update the Board on progress in regards to creating affordable commercial development**.**

**DEPARTMENT:** Economic and Community Development; Planning

**CONTACT INFORMATION:** Annette Stone, Economic and Community Development Director - 919-918-7319, astone@townofcarrboro.org**;** Patricia McGuire - 919-918-7327, pmcguire@townofcarrboro.org

**INFORMATION:** Since Town staff last updated the Board in September 2015 regarding the barriers to development in the Hwy 54 corridor, several events have occurred. In late December, a landscaping company that was considering the Safelle property met with staff and attended two development review meetings regarding developing the property. After several weeks of review it was determined that although the site could meet the current needs of the company, the impervious regulations would limit growth or expansion. During this due diligence period, the question of water service from OWASA was raised. Initially, there was a positive response and OWASA staff indicated the site could be served, which was later overturned in a second review by OWASA. Therefore extension of water, for other than use in fire suppression of properties adjacent to the water line, in this area would require an amendment to the Water and Sewer Management, Planning, and Boundary Agreement (WASMPBA).

Possible amendments to WASMPBA have been noted in association with this area - to allow very limited changes to water and possibly sewer service - and a couple of other locations within the boundary area. Staff of Carrboro, Chapel Hill, and Orange County have had a few meetings to discuss and have tentatively identified the fall Assembly of Governments as a meeting where a discussion of the matter could occur.

Even if water is provided for fire suppression, staff understands there is a concern about water pressure. Town staff has approached the Orange County Economic Development Director, Steve Brantley, about the possibility of using quarter cents sales tax revenue earmarked for economic development to install an elevated water storage tank that could serve multiple properties in this area. Mr. Brantley thought it could, but noted there would need to be a cost/benefit analysis prepared on the economic impacts of development in the corridor. Carrboro staff will be working with Orange County staff to undertake the analysis.

Most of the properties on the north side of Hwy 54 are split by Town and County jurisdictional boundaries. Real estate professionals have indicated that this split of boundaries is perceived as a barrier to development by


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potential buyers of commercial properties. The Town could request Orange County to extend the ETJ in this area or encourage owners to request voluntary annexation.

As suggested by Alderman Slade, attached please find a table summarizing the issues and suggested actions to consider pursuing in relation to supporting the creation and maintenance of affordability for Hwy 54 commercial properties.

**FISCAL & STAFF IMPACT:** None at this time**.**

**RECOMMENDATION:** Staff recommends the Board accept the report

Attachment A

| | ETJ/Rural Buffer | WASMPBA | Fire Sprinkler | Water Pressure | Zoning/Uses |
|---|---|---|---|---|---|
| Issue | Property Split between jurisdictions thereby split zoning | Requires amendment to allow extension of utilities, except for fire suppression | Limits the size of buildings that can be developed without sprinkler | Water pressure for use in fire suppression systems has been reported to be low. Options for increasing water pressure have been reported to be costly. | WM3 - The purpose of this district is to allow areas be used and developed for light industrial and related purposes, subject to certain restrictions designed to protect the watershed. |
| Next Steps | Town request extension of ETJ or annexation to make jurisdiction uniform | Presentation on requested changes tentatively scheduled for fall AOG. | Worksession on fire sprinkler requirements | Cost/benefit analysis of development potential in Hwy 54 commercial area to determine whether sales tax revenue assistance could be considered. | Staff review of permitted uses underway. Possible changes, per Board of Aldermen discussion related to focusing on light manufacturing and affordability of property. |

# Town of Carrboro

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301 W. Main St.
Carrboro, NC 27510

## Agenda Item Abstract

## File Number: 16-193

**Agenda Date:** 6/14/2016 **File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
A Resolution Making an Appointment to the Recreation and Parks Commission

**PURPOSE:** The purpose of this item is to allow the Board to make an appointment to the Recreation and Parks Commission.

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Cathy Dorando, 919-918-7309

**INFORMATION:** There are currently four vacant seats on the Recreation and Parks Commission. Ben Kittelson is the chair of the commission and had provided the required forms for the one application that was received. Both the forms and the application are attached. The resolution provides for the appointment of Becki Cleveland for a term to expire on 2/2019.

**FISCAL & STAFF IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Aldermen adopt the attached resolution making an appointment to the Recreation and Parks Commission.



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**ATTACHMENT A**

A RESOLUTION MAKING AN APPOINTMENT TO THE
RECREATION AND PARKS COMMISSION
Draft Resolution

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO RESOLVES;

Section 1. The Board of Aldermen hereby appoints the following applicant to the Recreation and Parks Commission:

| **Seat Designation** | **Appointee** | **Term Expiration** |
|---|---|---|
| In-Town | Becki Cleveland | 2/2019 |

Section 2. This resolution shall become effective upon adoption.

To Board Chairs: Please summarize applications as received; contact each applicant for any update one year after last contact; when positions are open, invite each applicant to attend a board meeting prior to making a recommendation.

ADVISORY BOARD NAME: Recreation and Parks Commission

**Applicant(s) recommended at this time (1 per open seat)**

Applicant 1: Becki Cleveland

Outstanding qualifications: Regular user of town parks + facilities. Interested in giving back to community + shaping the future of the Rec + Parks department.

How applicant compliments current board composition:
Would add another resident of the northern part of town. Adds health care perspective + experience

Other comments:

Ben Kittle

Applicant 2:

Outstanding qualifications:

To Board Chairs: Please summarize applications as received; contact each applicant for any update one year after last contact; when positions are open, invite each applicant to attend a board meeting prior to making a recommendation.

ADVISORY BOARD NAME: Recreation + Parks

**Name:** Becki Cleveland
**Date of application/last contact:**_____

**Summary of qualifications:**
Interested in giving back to community, regular user of town parks/facilities.

**Advisory Board Chair reconfirmed applicant's interest in serving by phone or e-mail.**

✓ Yes ____ No (Briefly explain:_____)

**Applicant attended Advisory Board meeting prior to BOA review.**

___ Yes (Date: _____) ✓ No (Briefly explain: None Scheduled until Aug)

**Applicant has demonstrated a clear understanding of the time commitment, roles and responsibilities of serving on the Advisory Board.**

✓ Yes ____ No
Briefly explain:

**In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation.** ***Please note that candidates who do not meet any of these qualities are still eligible for appointment.*** **Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.**

____ Gender diversity

To Board Chairs: Please summarize applications as received; contact each applicant for any update one year after last contact; when positions are open, invite each applicant to attend a board meeting prior to making a recommendation.

ADVISORY BOARD NAME: Recreation + Parks

____Racial or ethnic diversity

____Age range diversity

✓ Neighborhood/geographic diversity

✓ Occupation, experience or special skills

✓ Previous public service or community involvement

____Other: _____

Ben Kittelson

**From:** noreply@civicplus.com [mailto:noreply@civicplus.com]
**Sent:** Wednesday, April 27, 2016 2:40 PM
**To:** Catherine Dorando
**Subject:** Online Form Submittal: Advisory Board Application

## Advisory Board Application

| | |
|---|---|
| Name | Becki Cleveland |
| Date | 4/27/2016 |
| Address1 | 1201-B Hillsborough Rd |
| Address2 | *Field not completed.* |
| City | Chapel Hill |
| State | NC |
| Zip | 27516 |
| Is this address located within the corporate limits of the Town of Carrboro? | Yes |
| Telephone | 9192592218 |
| Email Address | becki.cleveland@gmail.com |
| Date of Birth | 11/16/1969 |
| Race | white |
| Sex | female |
| Occupation | UNC Med School Faculty |
| Are you a registered Orange County Voter? | Yes |
| Length of Residence in Orange County | 14 years |
| Length of Residence in the Town of Carrboro | 8 years |

| | |
|---|---|
| I wish to be considered for appointment to the following committee/board(s): | Recreation and Parks Commission |
| Other (advisory board not listed): | *Field not completed.* |
| Advisory Board Preference | *Field not completed.* |
| *Employer/Self Employed | UNC |
| Number of Years Employeed | 15 |
| * Provide examples of how your are involved in the promotion of travel and tourism in the Town of Carrboro. | *Field not completed.* |
| Community Activities/Organizational Memberships | I am not currently involved in any community organizations, however, I would like to become more involved in my community by volunteering my time to help in areas that are needed. |
| Experience to Aid You in Working on Advisory Boards | While I have no direct advisory board experience, I do work in a large research group. I am the primary statistician for our group and regularly advise other faculty members, clinicians, post-docs and students in various stages of project development, execution and reporting. Further, I have experience in developing and planning of a very large annual conference, work that includes program development and coordination of speakers. |
| Reasons You Wish to be Appointed | I would really like to get more involved in my community and volunteer my time in meaningful ways, particularly those that hold a personal interest for me. I had been actively involved in coaching high school ultimate frisbee and really enjoyed giving back to a sport that has given me a lot of joy. Similarly, I wish to give back to my community Rec & Parks Dept which has offers so many activities and venues that I use and enjoy regularly. |

| | |
|---|---|
| Have you ever served on any Town of Carrboro Committee or Board? | No |
| If yes, which one(s)? | *Field not completed.* |
| Are you currently serving on a Town Board or Committee? | No |
| If yes, are you applying for a third consecutive term? | No |
| If yes, please describe how you meet one, or more, of the following exceptions noted below. *Members of the Board of Adjustment, Environmental Advisory Board, Human Services Advisory Commission, and Transportation Advisory Board may be reappointed to successive terms without limitation (Sections 15-29(c), 15-45(c) 3-7(d), 3-24(c)) | N/A |

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# Town of Carrboro

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

## Agenda Item Abstract

## File Number: 16-203

**Agenda Date:** 6/21/2016 **File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Acceptance of Offer of Dedication

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to consider accepting a public pedestrian easement that provides access near Morgan Creek along the northern edge of the University Commons property.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Christina Moon - 919-918-7325; Patricia McGuire - 919-918-7327; Marty Roupe - 919-981-7333

**INFORMATION:** In 1996, the Board of Aldermen approved a conditional use permit request for University Commons Condominiums to construct 72 condominiums in six separate three-story buildings at 303 Smith Level Road. Conditions adopted as part of the approval included references to the recordation of associated encroachment and access easements prior to the recordation of the plat for the CUP.

The Town has not yet accepted an offer of dedication of a public pedestrian access to the north of the University Commons property that provides access along the northern edge of the property near Morgan Creek (Attachment B). The easement provides access to the vicinity of the Town of Chapel Hill's western segment of the future Morgan Creek greenway. Town staff are working with the Chapel Hill staff to coordinate design of the Morgan Creek Greenway from one jurisdiction to another in a seamless manner. The Town's acceptance of the public pedestrian access easement will facilitate this integration.

**FISCAL & STAFF IMPACT:** Fiscal impacts are limited to staff time and costs associated with processing.

**RECOMMENDATION:** Staff recommends that the Board of Aldermen adopt the resolution (Attachment A) accepting the offer of dedication from the University Commons Lot 2 of a public pedestrian easement that provides access along the northern edge of the property.

Attachment - A

# A RESOLUTION SPECIFYING THE TOWN'S ACCEPTANCE OF AN OFFER OF DEDICATION

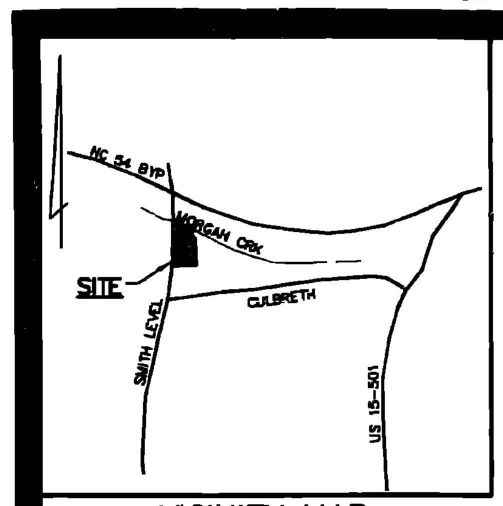
WHEREAS, the Carrboro Board of Aldermen has identified that certain portions of development tracts may be suitable for public use as greenways, open space, and bicycle and pedestrian access areas, and,

WHEREAS, the development review and approval for the conditional use permit and final plat for the University Commons development on Smith Level Road included an offer of dedication for a public pedestrian easement along the northern edge of the property near Morgan Creek.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Aldermen accepts the public pedestrian easement specified by Orange County Plat Book 81, page 72 and more specifically in Orange County Plat Book 78, page 174, attached as exhibits from the University Commons and McCormick Lands Recombination & Boundary Plat and the University Commons Subdivision Plat, respectively.

This is the 21st day of June in the year 2016.

Book 81 Page 72




## VICINITY MAP
NOT TO SCALE

Review Officer's Certificate

State of North Carolina
County of ____________________

I, ____________________Review Officer of ______________County certify the map or plat to which this certification is offixed meets all statutory requirements

____________________ Date

____________________ Review Officer

Surveyor's Certificate

I, PHILIP N. POST __________certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book 1559 page 438 ); that the boundaries not surveyed are clearly indicated as dashed lines, drawn from information found in Book SEE , page REF ; that the ratio of precision as calculated is 1: 10,000+ that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this 30th day of July, 19 98.

Surveyor [signature]

Registration Number L-2519

I hereby certify to one of the following:

___a. That this survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

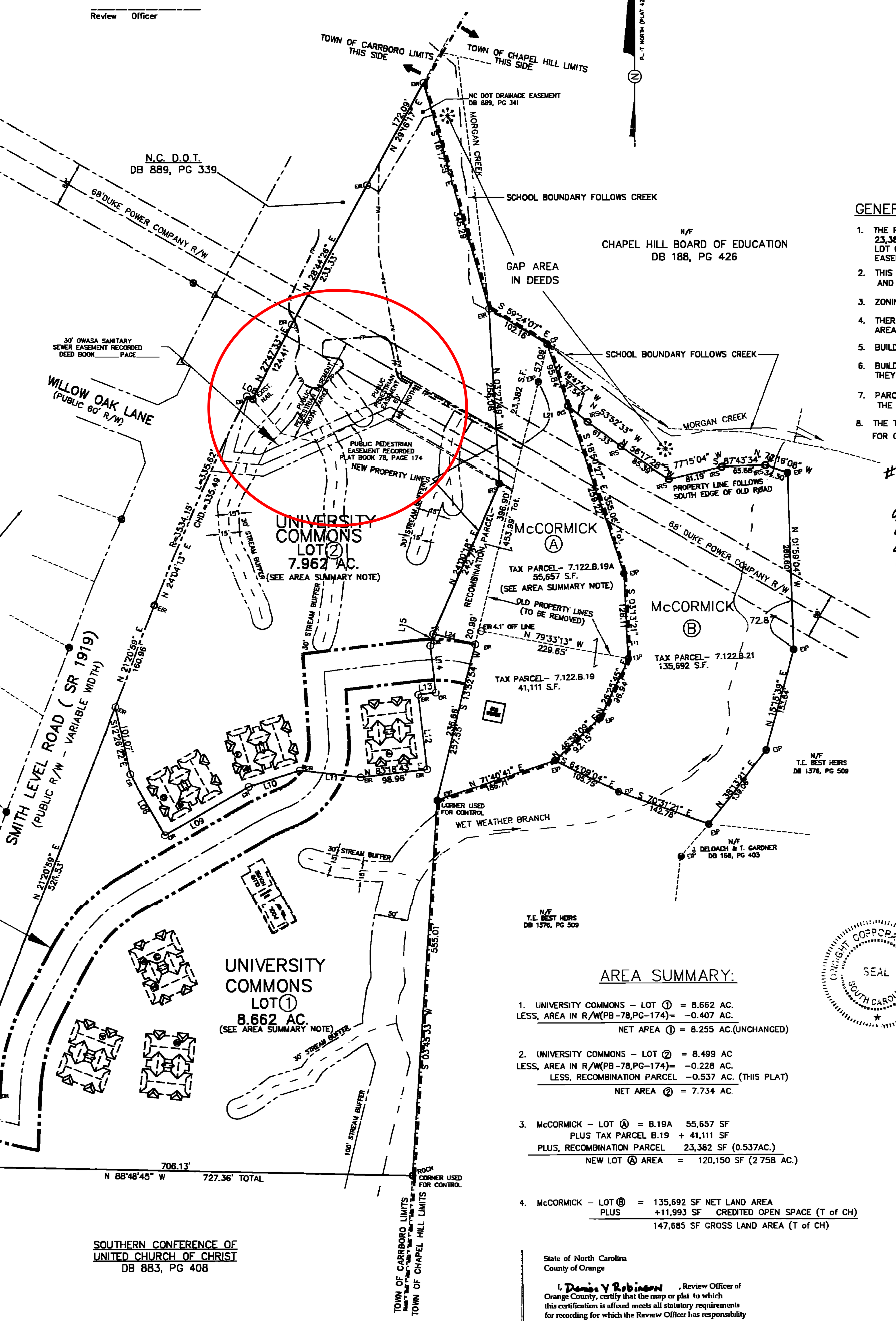
___b. That this survey is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land.

X c. That this survey is of an existing parcel or parcels of land.

___d. That this survey is of another category, such as the recombination of existing parcels, a court ordered survey, or other exception to the definition of subdivision.

___e. That the information available to the surveyor is such that the surveyor is unable to make a determination to the best of his or her professional ability as to provisions contained in (a) through (d) above.

[signature] Surveyor — 7-30-98 Date




## LINE TABLE:

| LINE | DIRECTION | DISTANCE |
|---|---|---|
| L02 | N 56°08'28" E | 78.94' |
| L03 | N 68°36'46" W | 44.97' |
| L04 | N 21°20'59" E | 60.00' |
| L05 | S 68°36'46" E | 45.01' |
| L06 | S 29°45'50" E | 103.86' |
| L07 | N 09°34'36" W | 69.58' |
| L08 | S 63°09'19" E | 10.00' |
| L09 | N 60°14'10" E | 143.47' |
| L10 | N 72°15'07" E | 79.73' |
| L11 | S 83°39'37" E | 91.58' |
| L12 | N 06°41'17" W | 110.92' |
| L13 | N 83°18'43" E | 26.09' |
| L14 | N 06°41'17" W | 69.53' |
| L15 | N 13°52'54" E | 17.89' |
| L21 | N 13°52'54" E | 95.31' |
| L24 | S 76°07'06" E | 64.16 |

## GENERAL NOTES:

1. THE PURPOSE OF THIS PLAT IS TO COMBINE TAX PARCELS 7.122.B.19 AND 7.122.B.19A AND TO RECOMBINE THESE TWO TAX PARCELS WITH 23,382 SF FROM LOT 2 OF (UNIVERSITY COMMONS). THIS MAP IS ALSO A BOUNDARY MAP OF TAX PARCEL 7.122.B.21 WHICH IS AN EXISTING LOT OF RECORD AND REMAINS UNCHANGED. THIS PLAT ALSO SHOWS EASEMENTS FOR PRIVATE ACCESS AND OWASA WATER AND SEWER EASEMENTS RECORDED ELESWHERE AS REFERENCED.
2. THIS PLAT DOES NOT REPRESENT A SUBDIVISION OF LAND. IT IS A RECOMBINATION AND EASEMENT MAP OF LOTS 1 AND 2 AND PARCEL "A" AND A BOUNDARY MAP OF PARCEL "B". FOR FURTHER INFORMATION SEE REFERENCES.
3. ZONING: RESIDENTIAL-10 IN CARRBORO; R-1 IN CHAPEL HILL.
4. THERE ARE NO NCGS MONUMENTS WITHIN 2000 FT. ALL DISTANCES SHOWN ARE IN HORIZONTIAL DECIMAL FEET. AREA CALULATED BY COORDINATE GEOMETRY METHOD.
5. BUILDINGS SHOWN ARE PROPOSED AND THEIR LOCATIONS ARE APPROXIMATE.
6. BUILDING SETBACKS SHOWN ARE THOSE ON THE CONDITIONAL USE PERMIT AS APPROVED BY TOWN OF CARRBORO ON DECEMBER 17, 1996. THEY MAY BE SUBJECT TO CHANGE IN THE FUTURE BY AN OVERLAY ZONING DISTRICT OR OTHER REQUIREMENT OF THE TOWN OF CARRBORO.
7. PARCELS "A" AND "B" ARE LOCATED WITHIN A H.U.D.-DESIGNATED FLOOD HAZARD AREA OF MORGAN CREEK. PARCEL "B" IS LOCATED WITHIN THE TOWN OF CHAPEL HILL RCD (RESOURCE CONSERVATION DISTRICT), WHICH SERVERELY RESTRICTS DEVELOPMENT POTENTIAL.
8. THE TOWN LIMIT LINE BETWEEN CARRBORO AND CHAPEL HILL IS THE COMMON LINE BETWEEN PARCELS "A" AND "B". GROSS LAND AREAS ARE NOT FOR CONVEYANCE, BUT ARE FOR CHAPEL HILL DEVELOPMENT ORDINANCE PURPOSES.

#1=9778-71-7121.001 THRU 9778-71-7121.037
7.122H-1 7.122H-37

9778-71-8740 7.122.B.18B-Parent
9778-71-9635 7.122.B.18B #2
9778-81-1660 7.122.B.18B2 23,382 SF
9778-81-1346 7.122.B.19 Parent
9778-81-2532 7.122.B.19A "
9778-81-2446 7.122.B.19 #A
9778-81-5524 7.122.B.21A #B
9778-81-8578 7.122.B.21 Parent

## PROPERTY OWNERS & SURVEYED AND MAPPED FOR:

ONSIGHT CORPORATION, LLC
P.O. BOX 27169
GREENVILLE, S.C. 29616

FOR UNIVERSITY COMMONS LOTS:
LOT 1
LOT 2

JOHN G. McCORMICK
976 AIRPORT ROAD
CHAPEL HILL, NC 27514

FOR TAX PARCELS:
7.122.B.19
7.122.B.19A

Certificate of Ownership and Dedication

I hereby certify that I am the owner of property described hereon, which property is located within the subdivision regulation jurisdiction of the Town of Carrboro, that I hereby freely adopt this plat and dedicate to public use all areas shown on this plat as streets, alleys, parks, walks, open space, and easements, except those specifically indicated as private, and that I will maintain all such areas until the offer of dedication is accepted by the appropriate public authority. All property shown on this plat as dedicated for public use shall be deemed to be dedicated for any other public use authorized by law when such other use is approved by the Board of Aldermen in the public interest.

ONSIGHT CORPORATION, L.L.C.
A S.C. Limited Liability Company
[signature] Scott Brunet, Manager — 7/30/98 Date

Certificate of Ownership and Dedication

I hereby certify that I am the owner of property described hereon, which property is located within the subdivision regulation jurisdiction of the Town of Carrboro, that I hereby freely adopt this plat and dedicate to public use all areas shown on this plat as streets, alleys, parks, walks, open space, and easements, except those specifically indicated as private, and that I will maintain all such areas until the offer of dedication is accepted by the appropriate public authority. All property shown on this plat as dedicated for public use shall be deemed to be dedicated for any other public use authorized by law when such other use is approved by the Board of Aldermen in the public interest.

[signature] JOHN G. McCORMICK, Owner — 7/30/98 Date

SEAL — ONSIGHT CORPORATION, L.L.C. — SOUTH CAROLINA

North Carolina Chatham County

I, KELLY D. ARDOIN, a notary public for said county and state certify that SCOTT BRUNET Manager of ONSIGHT CORPORATION, L.L.C., a South Carolina Limited Liability Company personally appeared before me this day and acknowledged the due execution of the foregoing instrument on behalf of the company

Witness my official Seal, this 30th day of July 1998
[signature] Notary Public — 10-22-2001 Commission Expires

KELLY D. ARDOIN NOTARY PUBLIC CHATHAM COUNTY, N.C.

North Carolina Orange County

I, Kendra T Dockery a Notary Public for said County and State, do hereby certify that John G. McCormick personally appeared before me this day and acknowledged the due execution of the foregoing instrument.
Witness my hand and official seal, this 5th day of August, 1998.
Notary Public Kendra T. Dockery
My commission expires 10/9/2002

KENDRA T. DOCKERY NOTARY PUBLIC WAKE COUNTY, N.C.

## AREA SUMMARY:

1. UNIVERSITY COMMONS - LOT ① = 8.662 AC.
LESS, AREA IN R/W(PB-78,PG-174)= -0.407 AC.
NET AREA ① = 8.255 AC.(UNCHANGED)

2. UNIVERSITY COMMONS - LOT ② = 8.499 AC
LESS, AREA IN R/W(PB-78,PG-174)= -0.228 AC.
LESS, RECOMBINATION PARCEL -0.537 AC. (THIS PLAT)
NET AREA ② = 7.734 AC.

3. McCORMICK - LOT Ⓐ = B.19A 55,657 SF
PLUS TAX PARCEL B.19 + 41,111 SF
PLUS, RECOMBINATION PARCEL 23,382 SF (0.537AC.)
NEW LOT Ⓐ AREA = 120,150 SF (2.758 AC.)

4. McCORMICK - LOT Ⓑ = 135,692 SF NET LAND AREA
PLUS +11,993 SF CREDITED OPEN SPACE (T of CH)
147,685 SF GROSS LAND AREA (T of CH)

State of North Carolina
County of Orange

I, Dennis Y Robinson, Review Officer of Orange County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording for which the Review Officer has responsibility as provided by law.

[signature]
Review Officer
Orange County Land Records/GIS

Date of Certification: 8-5-98

## REFERENCES:

FOR UNIVERSITY COMMONS:
DB 136, PG 162
PLAT 78-174
DB 1559, PG 438
DB 539, PG 353
PLAT 42-181
TAX REF: TM 7.122.B.1B (PIN ~~9778-71-7299~~)

FOR TAX PARCELS SHOWN:
DB 1333, PG 359
DB 1581, PG 291
DB 211, PG 512
DB 200, PG 863

## LEGEND:

- EIP = EXISTING IRON PIPE
- EIR = EXISTING IRON ROD
- CON.MON. = EXISTING CONCRETE MONUMENT
- IRS = IRON ROD SET
- CP = COMPUTED POINT (NOTHING SET)
- —FW— FLOODWAY LIMIT LINE
- —FP— FLOODPLAIN FRINGE LIMIT LINE
- —·—·— CARRBORO & CHAPEL HILL TOWN BOUNDARY LINE

GRAPHIC SCALE
100 0 50 100 200 400
1 INCH = 100 FT.

RECORDED ORANGE COUNTY REGISTRY: BOOK 81, PAGE 72

ENGINEERS PLANNERS SURVEYORS
PHILIP POST & ASSOCIATES
401 Providence Road
Chapel Hill, NC 27514
(919)929-1173
493-2600 • 850-9662
822 North Elm Street
Greensboro, NC 27401
(919)273-7711

# RECOMBINATION & BOUNDARY PLAT

## UNIVERSITY COMMONS AND McCORMICK LANDS
## TOWNS OF CARRBORO AND CHAPEL HILL

CHAPEL HILL TOWNSHIP — ORANGE COUNTY, N.C.

SCALE 1" = 100'
DRAWN BY JAW
CHECKED BY PNF
DATE 7-30-98
PROJECT NO. 52702A
DRAWING NO. A722BP02

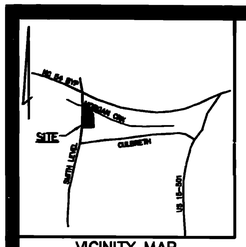
This drawing is the property of Philip Post and Associates Inc. and is not to be reproduced or copied in whole or in part. It is only to be used for the project and for the site specifically identified herein and is not to be used on any other project or site. It is to be returned upon the written request of Philip Post & Associates, Inc. COPYRIGHT 1998 —— Philip Post & Associates, Inc.

REVISIONS
1.) 5/29/98 AREA SUM. CHART

SHEET 1
OF 1

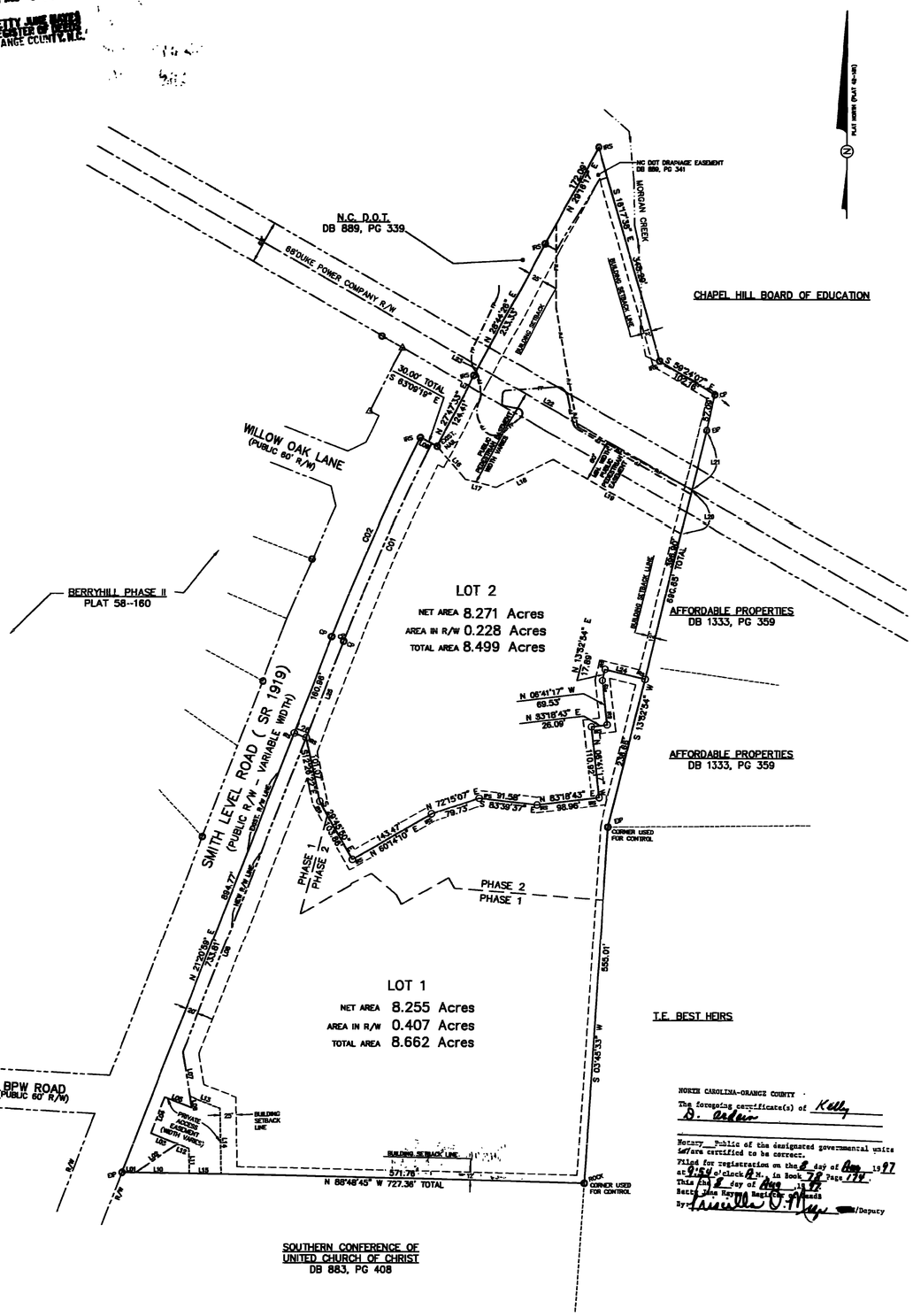
Book 78 Page 174

FILED
BOOK 78 PG 174
1997 AUG -8 A 9:54
BETTY JANE MATTA
REGISTER OF DEEDS
ORANGE COUNTY, N.C.




VICINITY MAP
NOT TO SCALE

| LINE | DIRECTION | DISTANCE |
|---|---|---|
| L01 | S 82°41'26" E | 21.23' |
| L02 | N 59°06'28" E | 78.94' |
| L03 | N 66°32'46" W | 44.97' |
| L04 | N 21°27'59" E | 60.00' |
| L05 | S 82°32'46" E | 45.01' |
| L06 | N 08°34'36" W | 18.00' |
| L07 | N 08°34'36" W | 69.58' |
| L08 | N 21°27'59" E | 528.53' |
| L09 | N 63°12'32" W | 20.00' |
| L10 | S 88°48'45" E | 84.32' |
| L11 | N 01°17'01" W | 38.73' |
| L12 | N 88°48'45" W | 19.21' |
| L13 | S 82°32'46" E | 91.15' |
| L14 | S 01°17'01" E | 101.76' |
| L15 | S 88°48'45" E | 50.05' |
| L16 | N 40°55'38" W | 67.00' |
| L17 | S 79°44'42" E | 52.23' |
| L18 | N 64°04'44" E | 98.41' |
| L19 | S 60°46'32" E | 231.72' |
| L20 | N 13°02'54" E | 68.52' |
| L21 | N 13°02'54" E | 95.31' |
| L22 | N 60°31'42" W | 387.12' |
| L23 | S 28°44'28" W | 15.73' |
| L24 | S 76°07'08" E | 64.18' |
| L25 | N 21°27'59" E | 160.98' |
| L26 | S 68°39'01" E | 20.00' |




CURVE TABLE

| CURVE | RADIUS | LENGTH | TANGENT | CHORD | BEARING | DELTA |
|---|---|---|---|---|---|---|
| C01 | 3534.15' | 335.63' | 167.94' | 335.51' | N 24°04'14" E | 05°26'29" |
| C02 | 3554.15' | 337.53' | 168.89' | 337.41' | S 24°04'14" W | 05°26'29" |

GENERAL NOTES:

1. PARCEL SIZE: LOT 1 = 8.662 ACRES / LOT 2 = 8.499 ACRES / TOTAL PARCEL = 17.161 ACRES.
2. TAX REFERENCE: TM 7.122.8.1B (PIN 9778-71-7298) PIN RENT #1 = 9778-71-7121, #2 = 9778-71-8744 mAB 7.122.8.1B, 7.122.8.1BB
3. OPEN SPACE AND RECREATION AREAS ARE PRIVATE AND ARE TO BE MAINTAINED BY UNIVERSITY COMMONS UNIT OWNERS' ASSOCIATION.
4. ZONING: RESIDENTIAL-10
5. BUILDING SETBACKS SHOWN ARE THOSE ON THE CONDITIONAL USE PERMIT AS APPROVED BY TOWN OF CARRBORO ON DECEMBER 17, 1996. THEY MAY BE SUBJECT TO CHANGE IN THE FUTURE BY AN OVERLAY ZONING DISTRICT OR OTHER REQUIREMENT OF THE TOWN OF CARRBORO.
6. THIS SUBDIVISION APPROVED AS MINOR MODIFICATION TO CONDITIONAL USE PERMIT, AS APPROVED BY TOWN OF CARRBORO ON JUNE 24, 1997. REFERENCE IS MADE SPECIFICALLY TO SHEET C-1, REVISED 7/22/97, AND CALCULATIONS OF DENSITY AND IMPERVIOUS SURFACE DATED JULY 22, 1997.
7. THIS SUBDIVISION IS BEING RECORDED FOR PURPOSES OF CONSTRUCTION FINANCING OF PHASES ONE AND TWO, AND IT IS THE DEVELOPER'S INTENT TO RECOMBINE LOT 1 AND LOT 2 UPON COMPLETION OF CONSTRUCTION FOR PHASE TWO.
8. LOT 2 SHALL AT ALL TIMES HAVE ACCESS OVER LOT 1 TO SMITH LEVEL ROAD (SR 1919)

Surveyor's Certificate

I, PHILIP N. POST, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book 1559 page 438); that the boundaries not surveyed are clearly indicated as dashed lines, drawn from information found in Book SEE page REF; that the ratio of precision as calculated is 1:10,000+; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this 24th day of July, 1997.

Surveyor Philip N. Post

Registration Number L-2519

NORTH CAROLINA REGISTERED SEAL L-2519 LAND SURVEYING PHILIP N. POST

North Carolina, Chatham County

I, a Notary Public of the County and State aforesaid, certify that Philip N. Post, a Registered Land Surveyor, personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal this 29th day of July, 1997.

Notary Public Kelly D. Ardoin

My commission expires 10-22-2001

KELLY D. ARDOIN NOTARY PUBLIC CHATHAM COUNTY, N.C.

I hereby certify to one of the following:

X a. That this survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

__b. That this survey is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land.

__c. That this survey is of an existing parcel or parcels of land.

__d. That this survey is of another category, such as the recombination of existing parcels, a court ordered survey, or other exception to the definition of subdivision.

__e. That the information available to the surveyor is such that the surveyor is unable to make a determination to the best of his or her professional ability as to provisions contained in (a) through (d) above.

Surveyor Philip N. Post 7-25-97 Date

**Certificate of Approval**

I hereby certify that all streets shown on this plat are within the Town of Carrboro's planning jurisdiction, all streets and other improvements shown on this plat have been installed or completed or that their installation or completion (within ten months after the date below) has been ensured by the posting of a performance bond or other sufficient surety, and that the subdivision shown on this plat is in all respects in compliance with Chapter 15 of the Carrboro Town Code, and therefore this plat has been approved by the [Carrboro Town Manager] [Carrboro Board of Aldermen] [Carrboro Board of Adjustment], subject to its being recorded. (AMENDED 7/21/87; 12/15/87; 06/27/89)

8-7-97 Date

Robert D. Marx Carrboro Town Manager (or designee)

NOTES:
1. AREA BY COORDINATE GEOMETRY METHOD
2. NO N.C. GRID MONUMENTATION FOUND WITHIN 2000'.

REFERENCES:
DB 1559, PG 438
DB 539, PG 353
PLAT 42-161

LEGEND:

- O IRS = IRON ROD SET
- △ CON.MON. = EXISTING CONCRETE MONUMENT
- O EIP = EXISTING IRON PIPE
- O CP = COMPUTED POINT (NOTHING SET)
- —FW—FW— FLOODWAY LIMIT LINE
- —FP—FP— FLOODPLAIN FRINGE LIMIT LINE

NORTH CAROLINA-ORANGE COUNTY

The foregoing certificate(s) of Kelly D. Ardoin

Notary Public of the designated governmental units is/are certified to be correct.

Filed for registration on the 8 day of Aug 1997 at 9:54 o'clock A.M., in Book 78 Page 174.

This the 8 day of Aug 1997.

Betty Jane Matta Register of Deeds

By Lucille D. Mayo Deputy

Certificate of Ownership and Dedication

I hereby certify that I am the owner of property described hereon, which property is located within the subdivision regulation jurisdiction of the Town of Carrboro, that I hereby freely adopt this plan of subdivion and dedicate to public use all areas shown on this plan as streets, alleys, parks, walks, open space, and easements, except those specifically indicated as private, and that I will maintain all such areas until the offer of dedication is accepted by the appropriate public authority. All property shown on this plat as dedicated for public use shall be deemed to be dedicated for any other public use authorized by law when such other use is approved by the Board of Aldermen in the public interest.

ONSIGHT CORPORATION, L.L.C.
A S.C. Limited Liability Company

Seal

Scott Brunet, Manager 7/28/97 Date

North Carolina Chatham County

I, KELLY D. ARDOIN a notary public for said county and state ceritify that SCOTT BRUNET Manager of ONSIGHT CORPORATION, L.L.C., a South Carolina Limited Liability Company personally appeared before me this day and acknowledged the due execution of the foregoing instrument on behalf of the company.

Witness my official Seal, this 28th day of July 1997.

Kelly D. Ardoin Notary Public 10-22-2001 Commission Expires

KELLY D. ARDOIN NOTARY PUBLIC CHATHAM COUNTY, N.C.

GRAPHIC SCALE

100 0 50 100 200 400

1 INCH = 100 FT.

PROPERTY OWNER
SURVEYED AND MAPPED FOR:
ONSIGHT CORPORATION, LLC
P.O. BOX 27169
GREENVILLE, S.C. 29616


ENGINEERS
PLANNERS
SURVEYORS
401 Providence Road
Chapel Hill, NC 27514
(919) 967-1113 • 493-2800 • 830-9882
822 North Elm Street
Greensboro, NC 27401
(919)273-7711

PHILIP POST & ASSOCIATES


RECEIVED JUL 29 1997

# UNIVERSITY COMMONS

## SUBDIVISION PLAT

CHAPEL HILL TOWNSHIP ORANGE COUNTY, N.C.

SCALE 1" = 100'
DRAWN BY MKM
CHECKED BY PNP
DATE 6-26-97
PROJECT NO. 72116A
DRAWING NO. A5928C03


The drawing is the property of Philip Post and Associates, Inc. It is only to be used for the project and for the purpose for which it is intended. It is not to be used for other projects or for other purposes without the written consent of Philip Post & Associates, Inc.
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REVISIONS

SHEET 1 OF 1

Book 78 Page 174

# Town of Carrboro

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

## Agenda Item Abstract

## File Number: 16-207

**Agenda Date:** 6/21/2016 **File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Designation of Fund Balance for FY 2015-16 Budget Items Not Yet Spent or Encumbered

**PURPOSE:** The Board of Aldermen is requested to designate fund balance in the General Fund to carry over to next year for certain budget items where funds have not been spent or encumbered.
**DEPARTMENT:** Finance

**CONTACT INFORMATION:** Arche McAdoo, 918-7439

**INFORMATION:** The Town Manager has identified several projects totaling $215,721 in the FY 2015-16 adopted general fund budget where funds appropriated by the Board have not been spent or encumbered. These funds will be needed when projects are developed or designed and a vendor identified for the service or item. Funds for budgeted projects or commitments made by the Board, if not spent, will accrue to unrestricted fund balance within the General Fund at June 30, 2016.

As part of the transition from one fiscal year to the next, Finance requests all departments to identify budgeted projects that are not completed so that the funding for these unspent budgeted items may be considered for set aside at year-end to be available at a future date when needed. This avoids possible interruption of the project planning or implementation. By designating fund balance for the use of these budgeted, but unspent or encumbered funds, allows for a more accurate presentation of the undesignated fund balance portion of the General Fund in the annual audit report.

The resolution to designate fund balance (Attachment A) authorizes the carryover to next fiscal year of unexpended budget balance for specified item(s) contingent upon confirmation of the actual amount by the independent audit for the year. The Town Manager is also authorized to transfer these funds to the appropriate department.

**FISCAL & STAFF IMPACT:** The budget items identified total $215,721 to be carried over from FY 2015-16 to FY 2016-17. If not carried over, an appropriation in the FY 2016-17 budget would be necessary to continue these projects.

**RECOMMENDATION:** The Board is requested to consider for adoption the attached resolution designating fund balance for the items identified.


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**ATTACHMENT A**

**A RESOLUTION APPROVING DESIGNATION OF FUND BALANCE FOR FY 2015-16 BUDGET ITEMS NOT YET SPENT OR ENCUMBERED**

WHEREAS, the Town Manager has described to the Board the desirability of adopting a resolution to designate fund balance for certain projects:

BE IT RESOLVED by the Board of Aldermen that fund balance is designated to fund the following items:

| Department | Designated Fund Balance FY 2015-16 | Amount |
|---|---|---|
| Rec & Park | Arts Committee | $ 14,077.00 |
| Town Clerk | OWASA Subsidy | $ 80,502.00 |
| Planning | Bicycle Gold Designation | $ 21,000.00 |
| Police | Seizure Funds - State | $ 4,494.00 |
| Police | Seizure Funds Federal | $ 95,648.00 |
| | TOTAL | $215,721.00 |

*Summary of Designated Fund Balance Budget Items*

**Arts Committee –** The Arts Committee has unexpended budget funds remaining and requests they be reserved for use in the upcoming year.

**OWASA Subsidy –** The unspent portion of the OWASA sewer subsidy budget is reserved annually until spent entirely.

**Bicycle Gold Designation –** These funds will be used to carryout activities necessary to move the Town from Silver Award to Gold Award.

**Seizure Funds –** The Police Department uses these restricted revenues to supplement ongoing investigations. Unexpended funds in a given year are carried over to the next year. The federal seizure funds will be used to purchase a firearms training simulator.

BE IT FURTHER RESOLVED, that upon confirmation of the actual amount for the above projects by the independent audit for the year ending June 30, 2016, the Town Manager may transfer fund balance up to the amount confirmed by the independent audit to the appropriate department(s) without further action by the Board.

# Town of Carrboro

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

## Agenda Item Abstract

## File Number: 16-208

**Agenda Date:** 6/21/2016 **File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Permit Extension Request for Previously Issued Conditional Use Permit for Club Nova

**PURPOSE:** The Board is asked to consider approving a request for an extension of the date when a Conditional Use Permit would otherwise expire for Club Nova. Town Staff recommends approval of the request.

**DEPARTMENT:** Planning Department

**CONTACT INFORMATION:** Marty Roupe, 919-918-7333

**INFORMATION:** On behalf Club Nova Community, Inc, Mr. Jack Haggerty has requested an extension of the date on which a previously issued Conditional Use Permit (CUP) would otherwise expire on June 24, 2016. The Board of Aldermen originally granted this CUP on June 24, 2014. The permit allows construction of a new building between the existing clubhouse and the thrift shop. The CUP amendment document from 2014, adding conditions to the original CUP, is attached for reference. Construction of the project has not commenced.

The applicant has submitted a letter, included as Attachment B, related to compliance with LUO Section 15-62 and including information about their continuing efforts to build the project. Of note, the letter requests a two year extension in accordance with the recent change to the LUO allowing for up to two years extension time instead of one.

**FISCAL & STAFF IMPACT:** The applicant has paid the applicable fee associated with this request. No other impact noted.

**RECOMMENDATION:** Town Staff recommends that the Board of Aldermen adopt the attached resolution approving the permit extension request. The new expiration date for the permit would be June 24, 2018.



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ATTACHMENT A

A RESOLUTION APPROVING AN EXTENSION OF THE DATE ON WHICH A CUP WOULD OTHERWISE EXPIRE FOR CLUB NOVA

WHEREAS, the Carrboro Board of Aldermen approved a Conditional Use Permit Major Modification for Club Nova on June 24, 2014; and

WHEREAS, the Board of Aldermen finds, per Section 15-62(c) of the LUO, that: 1) the CUP has not yet expired, 2) the permit recipient has proceeded with due diligence and in good faith, and 3) conditions have not changed so substantially as to warrant a new application.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the permit is extended, with a new expiration date for Club Nova CUP of June 24, 2018.

This the 21st day of June, 2016

ATTACHMENT B

# Club Nova

103 D West Main Street
Carrboro, North Carolina 27510
919-968-NOVA (6682) Fax 919-968-2522
www.clubnova.org

**Board of Directors**
Mary Cay Corr
Matthew Cox
Gretchen Davis
Sue Estroff
Esphur Foster
Gary D. Gaddy
Bert Gurganus
Jack Haggerty
Tom Howlett
Charlene Lee
Troy Manns
Bebe Smith
Blake Tedder
Bill Wismer

**Advisory Council**
Giles Blunden
M. Patricia DeVine
Robert Dowling
Betsy Fenhagen
Helen Halleck
Seymour Halleck
Jay Miller
Robert Schneider
Mimi Soule
Allen Spalt
Hans Wanders

**Executive Director**
Karen Kincaid Dunn

Wednesday, June 8, 2016

Marty Roupe
Zoning Department
Town of Carrboro

Re. Permit Extension, Club Nova, 103 W. Main St.

Dear Marty:

In late June of 2014 the Board of Aldermen granted Club Nova Community, Inc. a modification to our conditional use permit. In the time since the issuance of that permit, Club Nova has been reviewing the organization's means and resources, and actively engaged in creating and initiating a fund raising campaign for the work described in the permit. The Club Nova Board of Directors is also considering the idea of a larger project than the one currently permitted.

This letter is a request to extend the validity of the current permit for two more years. §15-62(c) of the land use ordinance provides for the extension of permits by the Board of Aldermen under the following circumstances:

(a) the existing permit is currently valid , which it is;
(b) the permit recipient has proceeded with due diligence and in good faith. A fund raising campaign is underway, and the Club Nova Board of Directors and Property Committee are reviewing options for the organization and well as proceeding with fund-raising;
(c) the conditions of the site have not changed so substantially as to warrant a new application. There have been no physical changes at the location – 103 W. Main St., nor to the surrounding properties.

We believe the efforts of Club Nova since the issuance of the permit in June of 2014 satisfy the criteria listed in the land use ordinance, and we respectfully request an extension of the existing permit for two more years.

Thank you, Marty.

Sincerely,

Karen Kincaid Dunn
Executive Director
Club Nova Community, Inc.

LIVE UNITED
United Way

**United Way of the Greater Triangle Affiliate Agency**

Jack Haggerty
Jack Haggerty, Architect Inc.
205 W. Main St., Ste. 211
Carrboro, NC 27510
919-967-5191
jack@jackhaggertyarchitect.com

Club Nova provides opportunities for individuals living with mental illness to lead meaningful lives of their choice in the community. Club Nova Community, Inc.'s federal tax ID is 27-0103430.

**ATTACHMENT C**

NORTH CAROLINA
ORANGE COUNTY

**TOWN OF CARRBORO**

**CONDITIONAL USE PERMIT - AMENDMENT**

THIS DOCUMENT IS FILED TO AMEND THE ORIGINAL CONDITIONAL USE PERMIT DATED APRIL 9, 2002 and THE SUBSEQUENT AMENDMENT DATED APRIL 8, 2003 THAT ARE ON FILE IN THE ORANGE COUNTY REGISTRY IN BOOK 2598, PAGE 163 AND BOOK 3260 PG 48, RESPECTIVELY.

The Board of Aldermen granted the amendment to the conditional use permit requested by Club Nova Apartments LLC on June 24, 2014.

The following conditions are added to the permit:

1. That all previously adopted conditions from the August 9, 2002 CUP shall remain in effect, subject to this permit modification;
2. That the 10 parking spaces provided on-site in combination with the 13 satellite parking spaces that have been encumbered by signed satellite parking agreements with their respective property owners (submitted as evidence during the public hearing), is found to be sufficient to serve the needs of the proposed permit modification. The applicant must maintain a minimum of 13 qualified satellite spaces to remain in compliance with this permit. This finding is made based upon the applicant's parking justification materials presented to the Board at the public hearing.
3. That the Board of Aldermen hereby finds that that the loading and unloading areas shown on the plans presented at the hearing are sufficient to accommodate delivery operations in a safe and convenient manner though they do not satisfy the provisions of Section 15-300 by allowing this loading area to be located within a parking aisle. The Board makes this finding by accepting the applicant's written justification for this arrangement.
4. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in DXF format and shall include a base map of the whole project and all separate plan sheets. As-built DXF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
5. That prior to construction plan approval, the applicant demonstrate compliance with the provisions of the Land Use Ordinance pertaining to Construction Management Plans (Section 15-49(c-1)).
6. Must obtain a NCDOT driveway permit prior to construction plan approval.
7. That any and all easements be obtained prior to construction plan approval.

NORTH CAROLINA

ORANGE COUNTY

IN WITNESS WHEREOF, the Town of Carrboro has caused this permit to be issued in its name, and the undersigned being all of the property above described, do hereby accept this Conditional Use Permit, together with all its conditions, as binding upon them and their successors in interest.

THE TOWN OF CARRBORO

ATTEST:

_____(***SEAL***) BY_____

**Town Clerk** **Town Manager**

I, _____, a Notary Public in and for said County and State, do hereby certify that Catherine Wilson, Town Clerk for the Town of Carrboro, personally came before me this day and being by me duly sworn says each for himself that she knows the corporate seal of the Town of Carrboro and that the seal affixed to the foregoing instrument is the corporate seal of the Town of Carrboro, that David Andrews, Town Manager of said Town of Carrboro and Catherine Wilson, Town Clerk for the Town of Carrboro subscribed their names thereto; that the corporate seal of the Town of Carrboro was affixed thereto, all by virtue of a resolution of the Board of Aldermen, and that said instrument is the act and deed of the Town of Carrboro.

IN WITNESS THEREOF, I have hereunto set by hand and notarial seal this the ____ day of _____, 2014.

_____(***SEAL***)

**Notary Public**

**My Commission Expires:_____**

We, Club Nova Apartments LLC, owners, do hereby acknowledge receipt of this Conditional Use Permit. The undersigned owners do further acknowledges that no work may be done pursuant to this permit except in accordance with all of its conditions and requirements and that this restriction shall be binding upon them and their successors in interest.

CLUB NOVA APARTMENTS LLC
BY: Its Managing Member
103 West Main Street, Inc.

_____
Doug Miller, President

NORTH CAROLINA
_____ COUNTY

I, _____, a Notary Public of the County and State aforesaid, certify that Doug Miller personally came before me this day and acknowledged that he is President of 103 WEST MAIN STREET, INC., a North Carolina corporation, which is manager of CLUB NOVA APARTMENTS, LLC (the "Company") and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by him as President on behalf of the Company as manager thereof all by authority duly given.

Witness my hand and official seal this ___ day of _____, 2003.

_____
Notary Public

My Commission Expires:_____

(Not valid until fully executed and recorded)

STATE OF NORTH CAROLINA
COUNTY OR ORANGE

The foregoing certificate(s) of_____Notary/Notaries Public of the designated governmental units (is) (are) certified to be correct.

This the ___ day of _____, A.D. 2003.

_____ By:_____
**Register of Deeds** **Assistant/Deputy Register of Deeds**

**PREPARED BY AND RETURN TO:**

**TOWN CLERK**
**TOWN OF CARRBORO**
**301 West Main Street**
**CARRBORO, NORTH CAROLINA 27510**

# Town of Carrboro

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

## Agenda Item Abstract

## File Number: 16-204

**Agenda Date:** 6/21/2016 **File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Adoption of FY 2016-17 Annual Budget

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to complete budget discussions and adopt the annual budget for fiscal year 2016-17.
**DEPARTMENT:** Town Manager

**CONTACT INFORMATION:** David Andrews, 918-7315; Arche McAdoo, 918-7439

**INFORMATION:** The North Carolina Local Government Budget and Fiscal Control Act (LGBFCA) requires that the Town Manager submit a recommended budget and budget message to the Mayor and Board of Aldermen no later than June 1st; that the Board hold a public hearing on the budget; and that the Board adopt an annual budget ordinance each year by July 1st. The budget must be balanced which is defined by LGBFCA as "the sum of estimated net revenues and appropriated fund balance in each fund shall be equal to appropriations in that fund".

On January 26, 2016 the Board of Aldermen held a public hearing to receive community input prior to development of the budget for FY 2016-17. On May 3, 2016 the Town Manager presented to the Board a recommended budget for FY 2016-17 and filed it with the Town Clerk. The recommended budget has remained available on the Town's website, and in the Town Clerk's Office for public inspection; notice of its availability was published in the local media.

On May 17, 2016 the Board held a public hearing on the Town Manager's recommended budget: General Fund Budget $22,032,357; Capital Fund Budget $8,194,024; and Special Revenue Fund Budget $1,439,365. The General Fund Budget, which is the Town's operating fund, is 2.1% more than the FY 2015-16 adopted budget of $21,572,647.

Along with the Budget Ordinance, the Board needs to adopt a number of other resolutions.

These include: Position Classification and Pay Plan, across-the-board salary adjustment and housing wage salary adjustment, reimbursement resolution for capital equipment and vehicle financing, resolution for Town Attorney contract, Miscellaneous Fees and Charges Schedule, affordable housing special revenue fund, use of assigned fund balance for designated capital projects, and resolution for debt financing of new buses with the Town of Chapel Hill and The University of North Carolina at Chapel Hill (Chapel Hill Transit Partners).

**Annual Budget Ordinance - Attachment A**

The attached Annual Budget Ordinance totals $22,032,357 and appropriates general funds for the operation of the Town by function for the fiscal year beginning July 1, 2016. The Annual Budget Ordinance also includes the estimated revenues from major sources that are expected to be available during the fiscal year and establishes the property tax rate at the current rate of 58.94 cents on each $100 valuation of taxable property.

**Position Classification and Pay Plan - Attachment B**

The Annual Budget for FY 2016-17 includes changes that need to be incorporated into the Position Classification and Pay Plan. These changes are:

a. Change Deputy Fire Chief, Salary Grade 18, to Deputy Fire Chief/Fire Marshall, Salary Grade 17;
b. Eliminate Fire Marshall/Safety Officer, Salary Grade 16;
c. Create new position of Fire Captain/Training Officer, Salary Grade 15;
d. Change Streets Superintendent, Salary Grade 15, to Streets Supervisor, Salary Grade 14;
e. Transfer Program Support Assistant II, Salary Grade 4, from the Finance Department to Human Resources Department;
f. Change Accounting Payroll Specialist, Salary Grade 8, to Payroll and Benefits Specialist, Salary Grade 10; and,
g. Create new position, Capital Projects Manager, Salary Grade 16.

There will be no merit or performance pay provided to Town employees in FY 2016-17.

**Across-the-Board and Housing Wage Salary Adjustment - Attachment C**

A 1.5% across-the-board salary increase effective July 1, 2016 is included for all current permanent full-time, permanent part-time, appointed employees and elected officials. Also

included in this resolution is the adjustment for three positions to bring their salary equal to the minimum housing wage of $31,158.

**Reimbursement Resolution - Attachment D**
This resolution enables the Town to get reimbursed from financing proceeds for any general funds that may be expended for vehicle and equipment purchases before the financing is in place.

**Town Attorney - Attachment E**
This is to contract for legal services.

**Fee Schedule - Attachment F**
The resolution establishes various Miscellaneous Fees and Charges Schedule beginning July 1, 2016. There are no major changes in this schedule.

**Affordable Housing Special Revenue Fund - Attachment G**
This resolution authorizes the transfer of certain programs from the General Fund and appropriates $500,000 of fund balance for affordable housing.

**Use of Fund Balance for Designated Capital Projects - Attachment H**
This is a capital project ordinance to appropriate the use of fund balance in the amount of $368,000 for two projects - second of three assignments to replace public safety revenues in FY 2017-18, and fence and bleachers at Anderson Park. After confirmation of the fund balance at June 30, 2015 by the Town's independent auditors, the Town Manager assigned $2.0 million for transfer to the Capital Projects Fund for future capital needs.

**New Buses for Public Transportation Services - Attachment I**
Chapel Hill Transit needs to acquire 10-15 new buses using debt financing and the Transit Partners (Carrboro, Chapel Hill and The University of North Carolina at Chapel Hill) have achieved consensus on a risk-sharing agreement for the debt service.

**FISCAL & STAFF IMPACT:** The total 2015-16 General Fund Budget presented for adoption is $22,032,357.

**RECOMMENDATION:** The Board is requested to take the following actions:

**Agenda Date:** 6/21/2016 **File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

1. Adopt Annual Budget Ordinance for FY 2016-17,
2. Adopt Resolution Adopting Changes to Position Classification and Pay Plan,
3. Adopt Resolution Approving 1.5% across the board salary increase and housing wage salary adjustments
4. Adopt Reimbursement Resolution for capital equipment purchases,
5. Adopt Resolution for Town Attorney Contract, and.
6. Adopt Resolution Approving Miscellaneous Fees and Charges Schedule.
7. Adopt Resolution Authorizing Transfer from General Fund Budget and use of Fund Balance for Affordable Housing Special Revenue Fund
8. Adopt Capital Project Ordinance for Use of Fund Balance for Designated Capital Projects
9. Adopt Resolution Authorizing Town Manager to Enter into agreement for financing new buses with Town of Chapel Hill and The University of North Carolina at Chapel Hill


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**ATTACHMENT A**

## ANNUAL BUDGET ORDINANCE FY 2016-17
## Town of Carrboro, North Carolina

WHEREAS, the recommended budget for FY 2016-17 was submitted to the Board of Aldermen on May 3, 2016 by the Town Manager pursuant to G.S. 159-11 and filed with the Town Clerk pursuant to G.S. 159-12;

WHEREAS, on May 17, 2016, the Board of Aldermen held a public hearing on the budget pursuant to G.S. 159-12;

WHEREAS, on June 21, 2016, the Board of Aldermen adopted a budget ordinance making appropriations and levying taxes in such sums as the Board of Aldermen considers sufficient and proper in accordance with G.S. 159-13;

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO, NORTH CAROLINA:

**Section 1.** The following amounts are hereby appropriated for the operation of the Town of Carrboro and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017, according to the following schedule.

## SCHEDULE A - GENERAL FUND

| | | |
|---|---|---|
| **GENERAL GOVERNMENT** | | **$4,792,472** |
| Mayor & Board of Alderman | $278,127 | |
| Advisory Boards | $17,850 | |
| Governance Support | $650,815 | |
| Town Manager | $422,843 | |
| Economic & Community Development | $250,980 | |
| Town Clerk | $133,472 | |
| Finance | $1,062,796 | |
| Human Resources | $624,287 | |
| Information Technology | $1,351,302 | |
| **PUBLIC SAFETY** | | **$6,647,295** |
| Police | $3,811,230 | |
| Fire | $2,836,065 | |
| **PLANNING** | | **$1,384,881** |
| **TRANSPORTATION** | | **$1,720,288** |
| **PUBLIC WORKS** | | **$3,727,696** |
| **PARKS & RECREATION** | | **$1,667,581** |
| **NONDEPARTMENTAL** | | **$871,451** |
| **DEBT SERVICE** | | **$1,220,693** |
| **TOTAL GENERAL FUND** | | **$22,032,357** |

**Section 2.** It is estimated that revenues from the following major sources will be available during the fiscal year beginning July 1, 2016 and ending June 30, 2017 to meet the foregoing schedule:

## SCHEDULE A - GENERAL FUND

| | |
|---|---|
| Ad Valorem Tax | $12,393,363 |
| Local Sales Taxes | $3,978,713 |
| Other Taxes & Licenses | $1,417,527 |
| Unrestricted Intergovernmental | $1,254,520 |
| Restricted Intergovernmental | $641,816 |
| Fees & Permits | $1,245,095 |
| Sales & Services | $259,596 |
| Investment Earnings | $1,110 |
| Other Revenue | $153,751 |
| Other Financing | $686,865 |
| **TOTAL GENERAL FUND** | **$22,032,357** |

**Section 3.** Pursuant to GS 159-13.2, the Board of Aldermen may authorize and budget for capital projects and multi-year special revenue funds in its annual budget or project ordinance. The project ordinance shall clearly identify the project and authorize its undertaking, identify the revenues that will finance the project, and make the appropriations necessary to complete the project.

**Section 4.** Charges for services and fees by Town Departments are levied in the amounts set forth in the Miscellaneous Fees and Charges Schedule.

**Section 5.** The following authorities shall apply:

a. The Town Manager can transfer funds between departments and functions within the General Fund for pay adjustments; service level benefits; law enforcement separation allowance; unemployment insurance; retiree, dependent, and permanent part-time health benefits; and, for other purposes deemed necessary by the Town Manager without further action by the Board.
b. The Town Manager can transfer funds within departments and functions.
c. When unassigned fund balance exceeds 35% in the General Fund, the Town Manager, in accordance with the Town fiscal policy, may set aside an amount in assigned fund balance for transfer to the Capital Projects Fund for future projects.
d. All operating funds encumbered or designated within fund balance for project expenditures as confirmed in the annual audit for the year ending June 30, 2016 shall be re-appropriated to the Fiscal Year 2016-17 Adopted Budget without further action by the Board.
e. The Finance Officer may approve intradepartmental transfer requests between appropriation units and between programs or organizational units within the departmental budget.

f. Transfers between Funds may be authorized only by the Board of Aldermen.
g. The Orange County Tax Collector, is authorized, empowered, and commanded to collect the 2016 taxes set forth in the tax records filed in the office of the Orange County Tax Assessor, and in the tax receipts herewith delivered to the Tax Collector, in the amounts and from the taxpayers likewise set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Orange. This section of the ordinance shall be a full and sufficient authority to direct, require, and enable the Orange County Tax Collector to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.
h. Pursuant to NCGS 160A-314.1 and 160A-317 the Town of Carrboro authorizes Orange County to provide recycling collection services within the Town and to impose and administer a basic services fee for recycling services and a solid waste convenience center fee for residents within the Town.
i. Under GS143-64.32, architectural, engineering, and surveying services with fees less than thirty thousand dollars ($30,000) may be exempt from the RFQ (Request for Qualification) process.

**Section 6.** There is hereby levied the following rates of tax on each one hundred dollars ($100) valuation of taxable property as listed for taxes as of January 1, 2016 for the purpose of raising the revenue constituting the general property taxes as set forth in the foregoing estimates of revenue and in order to finance the foregoing appropriations.

General Fund ……$ .5894

**Section 7.** In accordance with G.S. 159-13, a copy of this ordinance shall be filed with the Town Manager, the Finance Officer, and the Town Clerk.

The foregoing ordinance having been submitted to a vote received the following vote and was duly adopted this 21st day of June 2016:

Ayes:

Noes:

Absent or Excused:

**ATTACHMENT I**

# RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO AN AGREEMENT FOR FINANCING OF NEW BUSES WITH THE TOWN OF CHAPEL HILL AND THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

WHEREAS, funding for public transportation infrastructure (e.g., buses, facilities, etc.) from federal and state sources have become increasingly limited; and,

WHEREAS, the Town of Chapel Hill, Town of Carrboro, and The University of North Carolina at Chapel Hill (known as the Funding Partners) understand that there is a growing need to use local revenue sources to replace existing transit buses; and

WHEREAS, the funding Partners for Chapel Hill Transit recognize that the Town of Chapel Hill has the fiduciary responsibility for operation of the public transit system, including, but not limited to, issuing any debt necessary to finance the purchase of the new buses as well repayment of that debt; and,

WHEREAS, The Chapel Hill Transit funding Partners have achieved consensus on the terms of the risk-sharing agreement relating to the financing of 10-15 new buses;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO THAT:

Section 1: The Town Manager is authorized to sign and enter into an agreement for financing of new buses for transportation services between the Town of Carrboro and Town of Chapel Hill and The University of North Carolina at Chapel Hill.

Section 2: The terms of this agreement shall be essentially the same as those set out in the attached proposed agreement. The Town Manager is authorized to approve changes to the proposed agreement provided the intent and purposes of the agreement are not modified.

Section 3. In addition to its annual support of the operating costs of the transit system, the Town of Carrboro's share of the debt service payment will be 11% (Carrboro's annual share of the debt service is estimated to be approximately $83,600).

Section 4: Within five (5) days after this resolution is adopted, the Town Clerk shall file a copy of this resolution with the Finance Director.

Section 5: This resolution shall be effective July 1, 2016.

**ATTACHMENT B**

RESOLUTION ADOPTING CHANGES TO TOWN OF CARRBORO POSITION CLASSIFICATION AND PAY PLAN

WHEREAS, the Board of Aldermen has adopted a comprehensive Position Classification and Pay Plan for the Town of Carrboro;

WHEREAS, the Town Manager has submitted a budget for FY 2016-17 with proposed changes to the Position Classification and Pay Plan;

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

Section 1. The Position Classification and Pay Plan is hereby modified as follows:

a. Change Deputy Fire Chief, Salary Grade 18, to Deputy Fire Chief/Fire Marshall, Salary Grade 17;
b. Eliminate Fire Marshall/Safety Officer, Salary Grade 16;
c. Create new position of Fire Captain/Training Officer, Salary Grade 15;
d. Change Streets Superintendent, Salary Grade 15, to Streets Supervisor, Salary Grade 14;
e. Transfer Program Support Assistant II, Salary Grade 4, from the Finance Department to Human Resources Department;
f. Change Accounting Payroll Specialist, Salary Grade 8, to Payroll and Benefits Specialist, Salary Grade 10; and,
g. Create new position, Capital Projects Manager, Salary Grade 16.

Section 2. Merit Pay will not be provided to Town employees in FY 2016-17.

Section 3. All other provisions of the Position Classification and Pay Plan remain unchanged.

Section 4. The Human Resources Director shall revise the Position Classification and Pay Plan to reflect the changes in Section 1 through Section 2.

Section 5. This resolution shall become effective July 1, 2016.

**ATTACHMENT C**

# RESOLUTION APPROVING ACROSS THE BOARD SALARY ADJUSTMENT AND HOUSING WAGE SALARY ADJUSTMENT

**BE IT RESOLVED** that the Town of Carrboro Board of Aldermen hereby approves the following as a part of the Annual Budget for FY 2016-17:

Section 1. All Town permanent full-time, permanent part-time, appointed employees and elected officials shall receive an across the board salary increase of 1.5% effective July 1, 2016.

Section 2. Permanent full-time Town employees shall be paid a minimum annual salary that is at least equal to the Minimum Housing Wage of $31,158.

Section 3: The Town Manager shall increase the salary of any permanent full-time Town employee earning less than $31,158 to the annual Minimum Housing Wage.

Section 4. This resolution shall become effective July 1, 2016.

**ATTACHMENT D**

**REIMBURSEMENT RESOLUTION FOR EQUIPMENT AND VEHICLE FINANCING**

WHEREAS, the Town Manager, has described to the Board of Aldermen the desirability of adopting a resolution, as provided under federal tax law, to facilitate the Town's use of financing proceeds to restore its funds when the Town makes capital expenditures prior to closing on a lease-purchase installment financing.

BE IT RESOLVED by the Town of Carrboro Board of Aldermen as follows:

Section 1. The equipment and vehicles to be purchased in FY 2016-17 include the following:

| Department | Vehicle | Cost |
|---|---|---|
| Police | Patrol Vehicle Replacements -6 @ $47,916 | $ 287,496 |
| Public Works | Ford Ranger Pick Up | $ 27,770 |
| Public Works | Backhoe | $ 96,040 |
| | **TOTAL** | **$ 411,306** |

Section 2. The expected type of financing, which may be subject to change, for the above equipment and vehicles is installment purchase financing as allowed in North Carolina General Statutes Section 160A-20.

Section 3. Funds that have been advanced, or may be advanced, from the Town's General Fund for the aforementioned items are intended to be reimbursed from the financing proceeds up to an amount of $411,306.

Section 4. The adoption of this resolution is intended as a declaration of the Town's official intent to reimburse project expenditures from financing proceeds.

Section 5. This resolution shall become effective upon adoption.

**ATTACHMENT E**

## A RESOLUTION APPROVING CONTRACT FOR TOWN ATTORNEY

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1: The Board hereby approves a contract for legal services with the Brough Law Firm for FY 2016-17 beginning July 1, 2016 and ending June 30, 2017.

Section 2: This resolution shall become effective upon adoption.

**ATTACHMENT F**

A RESOLUTION APPROVING MISCELLANEOUS FEES AND CHARGES SCHEDULE

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1: The Board hereby approves the attached Miscellaneous Fees and Charges Schedule for FY 2016-17 effective July 1, 2016.

Section 2: This resolution shall become effective upon adoption.

# TOWN OF CARRBORO
# MISCELLANEOUS FEES AND CHARGES SCHEDULE
# EFFECTIVE JULY 1, 2016

| ITEM | CURRENT FEE |
|---|---|
| **Motor Vehicle Tax** | $30.00 (Comprised of: General Municipal Vehicle Tax - $25.00; Municipal Vehicle Tax for Public Transportation - $5.00) |
| **Alcohol/Beer & Wine Sales** G.S. 105-113.77 | |
| Beer (consumed on premises) | $15.00 |
| Beer (sold to be taken off premises) | $5.00 |
| Wine (consumed on premises) | $15.00 |
| Wine (sold to be taken off premises) | $10.00 |
| **Fingerprinting** | $15.00 for each fingerprinting |
| **Commercial Solicitation – Permit Application Fee** | $5.00 |
| **Commercial Solicitation – Permit Renewal Fee** | $2.00 |
| **Commercial Solicitation – Deposit Fee for Permit Card – Fee Returned Upon Receipt of Permit Cards** | $10.00 |
| **Animal Fees** | |
| Dogs (unsterilized) | $20.00 |
| (sterilized) | $3.00 |
| Cats (unsterilized) | $10.00 |
| (sterilized) | $3.00 |
| **Cemetery Fees** | |
| Resident or Property Owner | $ 750.00 per space |
| Non-Resident | $1,500.00 per space |
| Plot Staking | $25.00 |
| Monument/Marker Staking | $15.00 |

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| **RECREATION FEES** | Insurance may be needed if the event includes major physical activity and moderate/severe exposure to participants; expected attendance of over 500; large amounts of cash ($1000+) or quantities of merchandise will be brought onto Town Property; and food will be served, sold and/or given to the general public. If insurance is required, the event sponsor must sign the reservation contract to hold harmless, defend and indemnify the Town of Carrboro, provide general liability insurance with a minimum limit of $1 million general liability coverage endorsed to name the Town as an additional insured and provide a certificate for documentation. |
| **Picnic Shelters** | $35.00 per 0-4 hours<br>$45.00 above 4 hours |
| **TOWN COMMONS FACILITY FEES** | $50 per hour; minimum two hours; no fee if town staff does not work during event, no public access to Town Hall bathrooms, no money is exchanged during event, no electricity used, the event is open to the public, reservations limited to no more than once per month by any one group and subject to Town insurance guidelines.<br><br>A one-time fee of $25 per event is charged if the event is approved to sell goods or services.<br><br>Renters may be required to hire parking attendants when events are expected to draw more than 100 vehicles. Additional fees that may be required for use of Town Commons include:<br><br>Police Officer - $30.00 per hour, $10.00 per vehicle<br>Fire Fighter - $30.00 per hour<br>Command vehicle/pick up - $25.50/hr<br>Engine pumper truck - $91.00/hr<br>Aerial truck - $140.81/hr<br>Tent Permit (20' x 20' and larger) - $50.00<br>Open Flame Permit - $50.00<br>Assembly Permit - $50.00<br>Public Works employee - $30.00 per hour<br>Vehicle Usage - $30/hr.<br>Street Closings plus cost of advertising public hearing and mailings - $85.00 |

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| **Concessionaires**<br>Long-Term | **Seasonal Fees: Deposit $150** (Seasonal is the length of program concessionaire is servicing).<br><br>**For- Profit Organization** / **Non-Profit Organization**<br><br>Ex: Food trucks or trailers<br>$500 (Spring baseball/softball, Fall softball/baseball)<br><br>Ex: Food trucks or trailers<br>$300 (Spring baseball/softball Fall softball/baseball)<br><br>One-two item vendor/carts<br>$250<br><br>One-two item vendor/carts<br>$150 |
| Special Event | Flat Fee to be determined by the nature and projected attendance of the event. Fee paid in advance upon acceptance of application. |
| Event Booths (Nonprofit Groups, etc.) | Fee dependent upon the nature of the event $15.00 - $45.00 per booth. |
| Short-Term | **Deposit $50**. Covers sporting, special events or community/neighborhood parks. |

| # DAYS | For-Profit Organization | Non-Profit Organization |
|---|---|---|
| 1-2 | $25/day | $12/day |
| 3-5 | $20/day | $10/day |
| 6-plus | $15/day | $ 8/day |

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| **Field and Court Rentals(which includes ball and multi-purpose fields, tennis and basketball courts)**<br>Team/Group Rates (2-hour time block per field)<br>(1) Use without lights<br>(2) Use with lights<br>(3) Field Preparation (baseball, softball, football, soccer and lacrosse) | $10/30 minutes<br>$20/30 minutes<br>$22/time - 1st field, $18 each additional field if prepared at same time<br>$45/time – 1st field, $40 each additional field if prepared at the same time |
| Multipurpose field #2 at Anderson Park (near tennis courts) allows set up of temporary tents, awnings, or similar structures<br>All tents must be removed at the end of the rental period. | |

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| **Anderson Park Disc Golf Course (Tournament Rental)** | One Round Tournament: $35/day<br>Two Round Tournament: $45/day |
| **Soccer Field**<br>(1) Use without lights<br>(2) Use with lights | <br>$10/30 minutes<br>$20/30 minutes |
| **Tournament Rates** (per ball field or multipurpose)<br>(1) Use without lights<br>(2) Use with lights<br>(3) Field Preparation<br>(4) Maintenance Fee and Damage Deposit<br><br>(5) Weekend tournament use will require a charge of $40.00 for each day to reimburse the town for costs incurred in specific maintenance duties related to impact from the tournament rental. Tournament renters will still be required to perform all maintenance duties such as cleaning their fields and adjoining areas, parking lot(s), etc. in order to receive a return on the maintenance and damage deposit.<br>(6) Police security will be required for all tournaments. Renter may retain sworn law officer(s) by submitting a written request, including names of officer(s) and times scheduled. Prior approval of Police and Recreation and Parks Departments are required. (Using any portion of minimum rate above constitutes the full charge.)<br>(7) Organizations that book two or more tournaments in a calendar year may opt to be invoiced for rental balance due. Process follows current guidelines for Century Center rentals. | <br>$50<br>$25/60 minutes, $37.50/90 minutes<br>$22.00/time - 1st field, $18.00 each additional field (if prepared at same time)<br>$300.00 (may be increased by Recreation and Parks Director if circumstances warrant)<br>$40.00 per day<br><br><br><br><br><br><br><br>Cost of assigned officer is $30/hr. |
| **Equipment Rental Fee** (non-perishable) | $10.00/activity |
| **Bicycle Rental Fee** | $5.00/hr.<br>$20.00/day<br>$40.00/weekend |
| **Out-of-County Fee**<br>*No Out-of-County Fee is assessed to programs that recover 100% or more of direct cost. | Annual Out-of-County Fee, Fiscal Year 2016-17: $82.00<br><br><u>Per Activity Fees:</u><br>PROGRAMS (leagues, classes, camps, workshops)= Annual Out-of-County Fee divided by three<br>Fiscal Year 2016-17: $27.00 |

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| **General Programs** | |
| Special Events and Workshops of a Specific Interest Nature (Road Run, Tennis Clinics, Special Interest Workshops) | Recover 100% of direct costs |
| Program Souvenirs | Fees or charges to be determined by the nature of the program and type of product produced. Price determined by nature of event, direct cost to produce and anticipated demand. Price range $3-$50. To include but not limited to CD's, books and publications. |
| Special Activity Trips | 100% of direct costs |
| Leisure Classes | 100% of direct costs |
| Day Camp Program | 100% of direct costs<br>Payment is due at the time of registration or $40 camp deposit per camp registration. Balance is due by designated date. |
| Special Populations (activities, workshops, events, sports activities, etc.) | 15%-50% of direct costs in overall program |
| **Athletics**<br>Youth Sports | $52 per participant (uniform used and returned)<br>$62 per participant (uniform item retained)<br><u>Non-Returned Town Issued Equipment</u><br>For activities where participants check out equipment from the Town for use during a particular program, the equipment must be returned to the Town within a specified time frame or within four weeks of the completion of the program, whichever is the shorter amount of time. Failure to do so may result in the following:<br>1. Participant will be issued an invoice for the replacement cost of the equipment.<br>2. A fee in the amount of the replacement cost will be placed on the participant's CLASS registration account until the cost is paid to the Town or the equipment is returned in satisfactory condition.<br>3. The CLASS account of the participant will be frozen and future registrations will not be accepted until the cost is paid to the Town or the equipment is returned in satisfactory condition. |

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| | 4. Participants in the Town's Financial Assistance Program (FAP), will forfeit their FAP privileges until the cost is paid to the Town or the equipment is returned in satisfactory condition. |
| Athletic Instructional Camps | 100% of direct costs |
| Adult Sports Leagues | 80% of direct costs |
| **Admission Fees** | |
| Drop In Program | Drop in program fee determined by the nature of the event and direct cost. Participation fee ranging from $3 per to $10 participant. |
| Performance/Concert Tickets | Tickets for performance or concerts based on the nature of the event, direct programming costs of conducting event. Price range - $5 - $50. |
| **Protest Fee** | $25.00 per protest (fee returned if protest ruled to be valid) |
| **Financial Assistance Program** | For those families accepted in the Financial Assistance Program it covers the immediate family members of each accepted household only. An individual or family that meets specific criteria can receive an annual membership that entitles them to receive a full fee waiver for activities or pay 25% of the cost. A group that meets specific criteria can receive an annual membership that entitles them to pay 50% of the cost. Membership discounts begin after approval. Program registrations made prior to department approval will not be eligible for discounts. Seeking cancellations to use discounted membership will not apply. Each eligible participant can participate in up to 6 activities per fiscal year (July 1st-June 30th) at the approved discounted rate. Refunds or cancellations will be based on your discounted rate and the refund timeframe. Memberships can be suspended if participants don't show up for activities. Staff will follow up via phone or email for the first "no-show". A formal letter will be sent out for the second "no-show". On the third "no-show", the membership will be suspended for the remainder of the fiscal year unless written documentation is provided and accepted. |
| **Special Fee Waiver(s)** | **Youth Athletic Head Coach Waiver** - The registration fee for one child of a youth athletic league head coach shall be waived. The volunteer needs to be recognized as the "head" coach and the parent, guardian, or grandparent of the youth participant.<br><br>**Town Employees and Family Waiver** - Town employees and their family in their household will receive a 25% discount off all preregistered classes |

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| **Volunteer Credit Certificate** | Volunteers providing the following number of hours serving Carrboro Recreation and Parks sponsored programs during the year will be awarded the following:<br>• 1 or more service hours = invitation to the volunteer recognition social.<br><br>• 15 service hours = $10 credit certificate to be applied toward a preregistered Carrboro Recreation and Parks Department sponsored program.<br><br><u>Restrictions</u><br>Each Credit Certificate may be used once.<br>Must be used within twelve months, immediately following volunteer service.<br>Credit Certificates may not be applied toward co-sponsored programs where revenue sharing is used.<br>No refunds, exchanges, or redemptions toward cash.<br>Credit Certificates may only be applied toward a family account.<br><br>Credit Certificates will expire one year from the date of issue.<br><br>Accumulative maximum of $60 credit. |
| **Co-Sponsored Programs** | Fees for programs co-sponsored with other agencies and organizations will be set at the most reasonable rate as mutually determined by all co-sponsors.<br><br>nature of the event coordinator, size of promotional ad, and length of time the |
| **Special Event Requests** | When a Community Event Pre-application form or a Special Event Request form is submitted, the date(s) and time(s) requested on the forms will be reserved during the time needed for the special event committee to review the request. If the event will be Town sponsored and all fees waived, the sponsor has to pay the reservation fees, complete the process, and submit reservation forms. All forms must be complete and fees received within seven days of notification of the special events committee decision.<br>Police Officer - $30.00 per hour, $10.00 per vehicle<br>Fire Fighter - $30.00 per hour<br>Command vehicle/pick up $25.50/hr<br>Engine pumper truck $91.00/hr<br>Aerial truck $140.81/hr<br>Tent Permit (20′ x 20′ and larger) - $50.00<br>Open Flame Permit - $50.00 |

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| | Assembly Permit - $50.00<br>Public Works employee - $30.00 per hour<br>Vehicle Usage - $30/hr.<br>Street Closings plus cost of advertising public hearing and mailings - $85.00 |
| **Equipment Bag Rental** | Each bag rents for $10.00 plus a separate deposit for the value of the equipment. Bags are rented for one night or weekend. All equipment needs to be returned by noon on the following business day.<br>1. Basic Adult Bags 1 & 2-(1) volleyball net (1) volleyball (3) softball bats (1 set) horseshoes (1) Frisbee (1) basketball Deposit: $263.00<br>2. Basic Child Bags 3 & 4-(1) volleyball net (1) volleyball (1) playground ball (1) plastic bat (1) whiffle ball (1) Frisbee (1) basketball Deposit: $87.00<br>3. Croquet Bag 5-(1) Croquet Set Deposit: $90.00<br>4. Basic Volleyball Bag 6-(1) volleyball net (1) volleyball Deposit: $52.00<br>Customized Bags-Must have staff approval; Volleyball Net: $39.00 Volleyball: $13.00 Softball Bat: $40.00 Softball: $4.00 Horseshoe Set:$60.00 Frisbee: $9.00 Basketball: $10.00 Playground Ball: $5.00 Wiffle Ball Bat: $8.00 Wiffle Ball: $2.00 Croquet Set: $90.00<br>5. Wilson Park Gate Key-check will be deposited if key is lost or not returned Deposit: $300.00 |

| CARRBORO CENTURY CENTER | | | |
|---|---|---|---|
| **ITEM** | **CURRENT FEES** | | |
| | **STANDARD FEE** | **SPECIAL EVENT FEE** | **OTHER FEES** |
| **Rooms**<br>Hours of operation 9:00 a.m. to 11:00 p.m. | Covers: receptions, parties, dances, meetings, or any other private gathering | Covers: All events that are free and open to the public. | Rental requests outside of normal operating hours are subject to additional fees. |
| **Century Hall (3 hr. minimum usage)**<br>(Each additional half hour pro-rated at the set charge) | | | Nonrefundable prepayment Fee (all rooms and Hall – 10% of contract total) required to confirm rental. |
| Weekday Use: ( for Three Hours) | $165.00 | $87.00 | Use of Hall prior to or after normal operating hours – $92 per hour |
| Weekend Use: (for Three Hours) | $276.00 | $138.00 | For Hall use on weekends; before or after normal operating hours – $138 per hour |
| **Activity Rooms 1 – 4** (2 hr. min.)<br>Rooms 2 and 3 charged at single use rate | $47.00 | $29.00 | Use of Activity Rooms prior to or after normal operating hours – $35 per hour |
| **Kitchen (1 hr. minimum usage)** | $32.00 | $19.00 | Room Reset Fee (changes occurring the day of the event): Activity Rooms - $15.00; Century Hall - $25.00.<br>Room Rental Cancellation Fees: Cancellations three weeks or more prior to event receive refund of rental payment minus 10% nonrefundable prepayment fee; Century Hall, kitchen and Activity Rooms 1-4 not cancelled three weeks (21 days) in advance forfeit all rental fees. |
| **Century Center Equipment Fees**<br>AV equipment (example: TV, VCR, Laptop computer, portable screen) | $10.00 per use | | |
| LCD Projector | $20.00 per use | | |
| Kitchen Equipment (i.e., beverage warmers, coffee pots, etc) | $5.00 per use | | |

Patrons who maintain Century Hall rentals 10 times or more per calendar year may pay a flat rate deposit of $50 per calendar year for their events instead of 10% of the contract total. These patrons may make one reservation per month per 12 month calendar year applying this flat rate deposit. . **Patrons who receive the flat rate but cancel two or more booked rentals thereafter during the calendar year will be required to pay the 10% booking fee minus $50 after two or more cancellations.** Any additional bookings are subject to 10% of the contract. All bookings for the calendar year must be completed on one contract.

**For the purpose of clarification:**

1. Reservations are first come, first serve subject to availability of space.
2. The 2-hour and 3-hour time blocks are the minimum that each room area may be rented. Less time than the minimum will result in the full charge as listed above. Times over the minimum block will be charged at half hour intervals pro-rated from the hourly rate in each category of use. Early arrivals or late departures charged at half hour intervals.
3. Groups renting the Century Hall for a single Standard Event with a rental length of 6 or more hours may schedule a rehearsal in the Century Hall on any date prior to their event if space is available. In the case of rehearsals the Town will charge a prorated hourly rate instead of the full 3 hour minimum.
4. Approved Chapel Hill-Carrboro School System rentals will be charged at $16 per hour per space.
5. Rental payments not received 21 days prior to event will be assessed a $25.00 late fee. Rentals will be cancelled if full balance of rental is not received seven (7) days prior to the event.
6. Fee waived events, Town Sponsored Events, Orange County local government boards and school boards' use and meetings of same are free. The Town manager or designee shall determine whether any event has rental fees waived or is a town sponsored event, considering all relevant factors related to the town's participation in or control over the event. However, the presence of one or more of the following factors shall generally lead to a determination that an event has rental fees waived or is town sponsored: a. The town expends town funds for the planning and/or staging of the event, or b. The town anticipates receiving revenue from the staging of the event, or c. The town makes a substantial in-kind contribution toward the planning and/or staging of the event, or d. The town exercises substantial managerial control over the planning and/or staging of the event. The event substantially advances the Town's policies or goals of Vision 2020.
7. Community Art Groups may rent Century Hall on the First Sunday of the month from 2:00 p.m. to 5:00 p.m. for artistic events such as musicals, literary works, visual arts, including paintings, sculpture, etc: $80. Each group is limited to one discounted rental per year. All other Century Center rental requirements apply. (If the hall is being used for a departmental event during a first Sunday request, staff will try to accommodate the request on another Sunday during that month).
8. Town of Carrboro retains all rights to sales and concessions taking place in the building. Event sponsors may sell only items that are associated with their activity with prior department approval. Event sponsors can sell items only within the room in which the activity is taking place.
9. Equipment fees are listed above.
10. Building supervisor costs are included in above fee.
11. Event sponsors must book dates and space needed for ongoing events.
12. Space will not be held for ongoing events/programs until a contract has been signed, deposit received and the reservation has been confirmed.
13. Changes to weekend rentals that may result in additional fees to the cost of the existing rental agreement must be paid at the time of the request via check or cash.

| Catering/Meal Services | Fees |
|---|---|
| Fee for all refreshments and/or food service activity **(Century Hall Only)** | 5% of the room rental |
| Clean-up Fee | ***$300*** |
| A refundable clean-up/damage deposit may be required for any event where food and/or beverages are present. | |
| Event organizers are responsible for ensuring that the Century Hall is clean and that all litter is removed immediately following the event. Failure to do so will forfeit the clean-up/damage deposit. If town property is destroyed or damaged by reason of event sponsor's use, event, or activity, and the damage or destruction is directly attributable to the event sponsor, the event sponsor will be required to reimburse the town for the actual replacement or repair cost of the destroyed or damaged property. | |

| Century Center Services | Rate |
|---|---|
| Labor Assistance | $12.00 (per person/per hour) |
| Technical Assistance | $20.00 (per person/per hour) |
| Overnight storage (only available when no events are scheduled after the event that requires storage) | $50.00 per night – Century Hall<br>$25.00 per night – Activity Rooms, first floor |
| Pre-Program overnight storage (example for wedding receptions deliveries) | $100.00 per day Activity Rooms, first floor<br>$175.00 per day – Century Hall |
| Piano Tuning beyond routine tuning (2x/yr) | At cost |
| Booth Rental at Century Center Events | $25/no electricity or $35/with electricity |
| Shuttle service | $50/hour |
| Copies | $.10 per copy |
| Fax (sending or receiving) | $.50 per page |
| 100th Birthday party or 50th Wedding Anniversary (Carrboro Residents only) | 50% discount |

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| **Refunds** | 1. All refunds/withdrawals from programs should be requested in writing and sent to the Administrative Assistant of the Recreation and Parks department.<br>2. In the event there is a change in the nature of the program, activity or reservation or cancellation, participants will be contacted and a transfer, full credit or refund will be given.<br>3. Injury or illness of a participant. Doctor's documentation is needed. (If the program is underway, the refund will be prorated)<br><br>**PROGRAMS/ACTIVITIES**<br>1. When program/activity refund requests are received more than three (3) business days prior to the start of a recreation program, a refund less a $5.00 administrative fee, or full credit or transfer will be given. Athletics program requests should be received three business days prior to the first practice/game.<br>2. $40 for a withdrawal from a summer camp that is made after the designated date and prior to the start of the camp.<br>3. After the camp has started, the $40 administration fee is applied, along with the balance prorated (in accordance to how many days the camp has been held).<br>4. When a request is received in three business days or less a pro-rated credit will be placed on your account minus administrative fee. If a program is more than 50% complete it is left to discretion of the program coordinator.<br><br>**Note:** It is the discretion of the program supervisor whether a refund will be given on a commodity (supplies, tickets, apparel, etc.) that has already been purchased by the participant.<br><br>**FACILITIES**<br>1. Century Center Room Rental Cancellation Fees: Cancellations three weeks or more prior to the event receive refund of rental payment minus 10% prepayment fee. Events not cancelled three weeks (21 days) in advance forfeit all rental fees. The Department may cancel a reservation in the case of severe weather conditions, a Town emergency, and if all of the contract stipulations are not followed. All reservation fees will be returned in full if a situation occurs which is beyond facility or event sponsor control.<br>2. Park Facility Cancellations: Cancellations made three days or more prior to the event receive refund minus $5.00 administration fee. Any rental over $20 not cancelled three business days prior to the rental will receive a refund of 75% of the rental fee minus the $5.00 administrative fee. Any rental less than $20 will be refunded less the $5.00 administrative fee. |

| PUBLIC WORKS FEES | |
|---|---|
| Additional Recycling Bin | $7.00 |
| Roll Out Containers | Actual cost to town - $48.00per |
| Yard Waste Containers | Actual cost to town - $55.00per |
| Extra Roll Out Container Service | $2.00/container |
| Extra Dumpster Collection for Multi-Family Dwellings | $22.00 8 cubic yard<br>$17.00 6 cubic yard<br>$12.00 4 cubic yard<br>$ 7.00 2 cubic yard |
| **Non-Residential Dumpster Fees** | **Cost Per Quarter (13 weeks service)** |
| Dumpster Size (Cubic Yards) | Per Pickup (each time) |
| 2 | $13.69 |
| 4 | $16.46 |
| 6 | $19.23 |
| 8 | $21.92 |
| Appliances | $16.00 for up to three and $4.00 for each additional after three |
| Televisions larger than 19 inch | $6.00 for one and $4.00 for each additional |
| Mattresses and Box Springs | $7.00 for up to 2 pieces |
| Couch/Sofa | $7.00 for one and $5.00 for each additional |
| Other bulky, oversized waste | First 10 minutes free of charge. For collection requiring longer than 10 minutes, the fee will be determined by the Public Works Dept. based on the nature, amount and time required to remove items. This fee must be paid in advance. |
| Large amount of yard waste/brush | First 10 minutes free of charge. For collections requiring longer than 10 minutes, a fee will be determined by the Public Works Dept. based on the nature, amount and time required to remove items. The fee must be paid in advance. |
| Driveway Pipe | 100% of cost of materials (if available in inventory) |
| Street Cut Repairs | $95.00 per sq. yd |
| Street Signs | Actual cost of materials and cost of labor, if installation required. Payment required in advance. |
| Driveway Permit Fee | $110.00 |
| Building Structure Moving Permit Fee | $125.00 |
| Encroachment Permit | $100.00 |
| Street Closings | $85.00 plus the cost of advertising the public hearing, including mailings. |
| Processing Fee for Permanent Right-of-Way Closing | $85.00, plus the cost of advertising, certified mailing and first-class mailings |
| Full or Partial Street Improvement Inspection Fee (including storm drains, sidewalk, curb and gutter, paving, grading and appurtenant work in or adjacent to public rights-of-way) | $2.60 per linear foot |
| Utility Service Improvement Inspection Fee (including excavation, backfill, and appurtenant work relating to the installation, repair, replacement, or removal of sewer, water, gas, telephone, electric, and/or similar utility facilities in or adjacent to public rights-of-way) | $1.00 per linear foot |

| *POLICE FEES* | |
|---|---|
| **Precious Metal Dealer Fees** | |
| Annual Permit Application Fee | $180.00 |
| Fingerprinting Fee Per Person | $38.00 |
| Employee Initial Registration Fee | $10.00 |
| Employee Subsequent Renewal Fee | $3.00 |
| *PLANNING FEES* | |
| **CONSTRUCTION PERMIT FEES** | |
| **Building Permits** | |
| Minimum Permit Fee | $50.00 |
| Demolition permit | $50.00 |
| Relocation of Structures | $50.00 |
| Mobile home set up | $50.00 |
| Modular units (approved by NC Dept. of Ins) | $120.00 |
| Accessory Structures (less than 144 square feet) | No Charge |
| Manufactured, Assembled or Packaged | $75.00 |
| Re-inspection Fee | $75.00 |
| Homeowners Recovery Fund Fee | $10.00 |
| Replacement Permit Card Fee | $50.00 |
| Damaged or Missing Plans Fee | $50.00 |
| Technical Review | $50.00 |
| **Residential Construction** | |
| New Construction | .26/sq. ft. |
| Renovation or alteration | .21/sq. ft. |
| **Commercial Construction** | |
| New Construction | .26/sq. ft. |
| New Construction (Open Parking Structure) | 30% of New Construction Fee |
| Renovation or Alteration | .21/sq. ft. |
| Replacement/Renovation not covered by minimum square footage (commercial), and renovations to existing commercial building located in the University Lake watershed | $275.00 |
| CO Certification (commercial) | $100.00 |
| Stocking Fee (Furniture/equipment/stock installation prior to issuance of CO) | .05/sq. ft. |

| | |
|---|---|
| **Plumbing** | |
| Minimum permit fee | $50.00 |
| Residential Additions | $50.00 |
| Commercial Fit up | $50.00 |
| Modular home (approved by NC Dept. of Ins.) | $120.00 |
| Sewer ejector pumps | $20.00 |
| Grease traps | $20.00 |
| Re-inspection Fee | $75.00 |
| Fixtures – **(Defined as any opening into the waste and/or vent system. Also items such as water heaters, disposals, water pumps and dishwashers are deemed as such.)** | .16/sq. ft. |
| Water/Sewer Only | $50.00 minimum fee |
| Replacement/Renovation not covered by square footage (Commercial) | $275.00 |
| **Mechanical** | |
| Minimum Permit Fee | $50.00 |
| Replacement or system conversion | $50.00 |
| Installation of woodstove or factory built fireplace | $50.00 |
| Re-inspection Fee | $75.00 |
| Heating Equipment and Appliances (Gas or Oil) | .16/sq. ft. |
| Gas Lines | $75.00 |
| Modular Home (approved by NC Dept. of Insurance) | $125.00 |
| Replacement/Renovation not covered by square footage (Commercial) | $275.00 |
| Residential HVAC Change-out | $100.00 |
| Commercial Hoods | |
| 0-25 sq. ft. | $75.00 |
| 25.1-50 sq. ft. | $85.00 |
| Over 50 sq. ft. | $95.00 |
| Gasoline and Oil Tanks (Per Tank) | $225.00 |

| | |
|---|---|
| **Electrical** | |
| Minimum permit fee | $50.00 |
| Temporary electrical service | $50.00 |
| Residential Applications | Sq. Footage x .16 |
| Residential & Commercial Additions (receptacles, switches, etc.) | $45.00 |
| Conditional Power | $150.00 |
| Commercial – Open Parking Structure | 30% of Residential Application Fee |
| **Service changes** | |
| 100 AMP | $75.00 |
| 150 AMP | $100.00 |
| 200 AMP | $125.00 |
| 400 AMP | $150.00 |
| 800 AMP | $250.00 |
| 1,000 AMP | $300.00 |
| Mobile home electrical connection | $75.00 |
| Modular Home (approved by NC Dept of Insurance) | $125.00 |
| Swimming pool | $75.00 |
| Sign Installation | $75.00 |
| Gas pump Installation | $75.00/pump |
| Re-inspection fee | $75.00 |
| **Electric Motors and Generators** | |
| Minimum charge | $50.00 |
| Each Additional Motor transformer etc. | $10.00 |
| Commercial – New Construction | Sq. Ft. x .16 |
| **Commercial electrical work not included in additions or not including a square footage component** | $275.00 |
| **Refunds** | |
| Refunds approved at the discretion of the Chief Building Inspector or Designee | |
| **Recycled Materials Permit** | 10% of the total assessed building permit fee |
| **Work initiated without required construction permits** | Twice the original permit fee |
| **Engineering Inspection Fee** | $75.00/ Certificate of Occupancy |

| **Fire Prevention** | |
|---|---|
| Blasting Permit | $100.00 |
| Renewal Fee (Must be renewed every 30 days) | $50.00 |
| Burning Permit | $75.00 |
| Pyrotechnic Permit | $100.00 |
| Hazardous Materials Permit | $150.00 |
| Fire Alarm and Detection System Permit | $100.00 |
| - Initiating or supervisory device (automatic or manual - | $2.00 per initiating device |
| pull station, water-flow switch, tamper switch, heat and | |
| smoke detectors, etc.). Commercial projects | |
| Fire Sprinkler/Standpipe/Fire Pump/Extinguishing System Permit<br>Sprinkler head, fusible links, frangible bulbs, water flow switch, supervisory device, etc. | $100.00<br>$2.00 per initiating device |
| All other Fire Code Permits not listed above | $50.00 |
| Re-inspection fee | $75.00 |
| Life Safety Violation | $250.00 |
| Non-compliance fee per code violation | $25.00 |
| False Burglar and Fire Alarms | $75.00 for each false burglar or fire alarm sounded by a private alarm system. This fee would be billed only after two such alarms were sounded during a given month for a particular business. |
| Fire-Rescue Address Signs | $15.00 (sign only)<br>$20.00 (sign and post) |
| Work initiated without required construction permits | Twice the original permit fee |

**LAND USE PERMIT FEES**

Applicants and/or landowners will be billed an additional engineering fee to cover 80% of the town's engineering costs associated with their land use permit and construction plan review.

*Note: The Town of Carrboro will levy an interest charge on engineering fees, which remain unpaid thirty (30) days from the date of billing. The interest charge will be assessed at a rate of one (1) percent of the principal amount outstanding per month or twelve (12) percent annually.*

| **CONDITIONAL USE OR SPECIAL USE PERMITS (New Requests)** | |
|---|---|
| Residential | $1,300 .00+ $36.00 per unit |
| Commercial | $1,200.00 + $.06 per square foot of commercial building space |
| Mixed Use | $1,200.00 + $.06 per square foot of commercial building space + $36.00 per residential unit |
| Miscellaneous, Less than 3 acres | $750.00 |
| Miscellaneous, 3 acres or more | $1,500.00 |
| Watershed Subdivision, 4 lots or less | $300.00 |
| Child Day Care Facility-S.U.P. (Large Child Day Care Homes - 12 pre-school or 15 school-aged children) | $300.00 |

| | |
|---|---|
| **ZONING PERMITS** | |
| Residential | $75.00 per unit |
| Commercial | $60.00 or $0.06/ per sq. ft. of commercial area, whichever is greater |
| Home Occupation | $75.00 |
| Site Re-inspection | $60.00 |
| **SIGN PERMITS** | |
| Single Sign Permit | $40.00 per sign |
| Unified Sign Plan Permit | $150 per sign unified sign plan |
| Individual Sign in accordance with approved plan | $30.00 per sign |
| Sign on Historic Building (SUP, per Section 15-174 of the LUO) | $50.00 |
| **VILLAGE MIXED USE OR OFFICE/ASSEMBLY CONDITIONAL USE DISTRICT** | |
| Rezoning | $1,500 + $40/acre |
| Master Plan | $ 750 + $20/acre |
| CUP attached to any VMU or O/A Rezoning Request | $1,500 + $25 per residential unit + $0.05/square foot of commercial space |
| **CONDITIONAL USE REZONING** | |
| Rezone to RR-CU, R-20-CU, R-15-CU, R-10-CU, R-7.5-CU | $700 + $30.00/acre |
| Rezone to R-3-CU, R-2-CU, R-S.I.R-CU, R-S.I.R.-2-CU | $850 + $30.00/acre |
| Rezone to B-1(c)-CU, B-1(g)-CU, B-2-CU, B-3-CU, B-4-CU, CT-CU, B-3-T-CU, O-CU, M-1-CU, and M-2-CU | $1200 + $30.00/acre |
| Conditional Use Permit attached to any CU Rezoning Request | $1000 +$30.00/unit+$.05/square foot of commercial building space |
| **YIELD PLAN** | |
| Walk-about/Concept Plan Review | $150 + $25/unit or lot |
| Yield Plan Review | $150 + $25/unit or lot |
| **CONDITIONAL OR SPECIAL USE PERMIT MODIFICATIONS** | |
| Minor Modification with hearing | $600.00 |
| Minor Modification without hearing | $300.00 |
| Insignificant Deviations | $150 |
| **CONDITIONAL, SPECIAL USE, OR ZONING PERMIT EXTENSIONS OR RENEWALS** | |
| Residential, Commercial, or Mixed Use | $350 |
| **PHASING CHANGES AND REVIEW (IF SEPARATE FROM INITIAL APPROVAL)** | |
| Residential, Commercial, or Mixed Use | $300 |
| **FINAL PLAT APPROVALS** | |
| 1. Less than 5 acres | $180 + $30.00 per unit or lot |
| 2. 5 to 10 acres | $250 + $30.00 per unit or lot |
| 3. More than 10 acres | $300 + $30.00 per unit or lot |
| **VARIANCES** | $350.00 |
| **APPEALS** | $300.00 |
| **SPECIAL EXCEPTIONS** | $250.00 |

| | |
|---|---|
| **EXEMPT SUBDIVISIONS** | |
| Creation of additional lots | $150.00 |
| Combination or recombination of existing lots | $60.00 |
| Re-recording Existing Survey | No Fee |
| **ZONING/PROJECT COMPLIANCE LETTER** | $120.00 |
| **CONSTRUCTION PLAN REVIEW** | |
| Residential | |
| 25 or more units | $950.00 + $30 per unit |
| 5 to 25 units | $500.00 per construction plan review + $30 per unit |
| less than 5 units | $250.00 per construction plan review + $30 per unit |
| Commercial | $750 per construction plan review + $.18 per square foot of commercial building space |
| Mixed Use | $600 per construction plan review + $.15 per square foot of commercial building space + $25 per residential unit |
| Construction Plan Revisions | (if separate from initial approval) = $300.00 |
| **PAYMENT-IN-LIEU** | |
| Payment-in-Lieu | $210.30 |
| Open Space | Payment based on number of sq. ft. of open space not provided on-site multiplied by the unadjusted tax value per sq. ft. of land listed by Orange County multiplied by the increase in the Consumer Price Index since the date of evaluation. |
| Affordable Housing | $32,167 (Determined by multiplying the average of median home sales prices, as obtained from MLS data, of the previous three years for the Chapel Hill Carrboro City School District, by 10%) |
| **ZONING MAP AMENDMENTS** | |
| To a Conditional Zone | $1,200 + $30/acre |
| To C, NPD, WR, RR, R-20, R-15, R-10, R-7.5, HD, JLWP | $850.00 + $35.00 per acre |
| To R-2, R-3, R-SIR, R-SIR-2, PUD | $1000.00 + $35.00 per acre |
| To B-1G, B-1C, B-2, B-3, B-3T, B-4, B-5, M-1, EAT, WM-3, O, OA, PID, RHDC Overlay, CT | $1,450.00 + $35.00 per acre |
| To PF | $600.00+ $35.00 per acre |
| **(NOTE: If a request for a rezoning to a commercial or industrial zone is denied, one-half of the initial fee will be refunded to the applicant)** | |
| **ZONING TEXT AMENDMENT** | $475.00 |

| | |
|---|---|
| **EXEMPT SUBDIVISIONS** | |
| Creation of additional lots | $150.00 |
| Combination or recombination of existing lots | $60.00 |
| Re-recording Existing Survey | No Fee |
| **ZONING/PROJECT COMPLIANCE LETTER** | $120.00 |
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| less than 5 units | $250.00 per construction plan review + $30 per unit |
| Commercial | $750 per construction plan review + $.18 per square foot of commercial building space |
| Mixed Use | $600 per construction plan review + $.15 per square foot of commercial building space + $25 per residential unit |
| Construction Plan Revisions | (if separate from initial approval) = $300.00 |
| **PAYMENT-IN-LIEU** | |
| Payment-in-Lieu | $210.30 (1.1% CPI) per point in accordance with Appendix G in the Land Use Ordinance |
| Open Space | Payment based on number of sq. ft. of open space not provided on-site multiplied by the unadjusted tax value per sq. ft. of land listed by Orange County multiplied by the increase in the Consumer Price Index since the date of evaluation. |
| Affordable Housing | $32,167 (Determined by multiplying the average of median home sales prices, as obtained from MLS data, of the previous three years for the Chapel Hill Carrboro City School District, by 10%) |
| **ZONING MAP AMENDMENTS** | |
| To a Conditional Zone | $1,200 + $30/acre |
| To C, NPD, WR, RR, R-20, R-15, R-10, R-7.5, HD, JLWP | $850.00 + $35.00 per acre |
| To R-2, R-3, R-SIR, R-SIR-2, PUD | $1000.00 + $35.00 per acre |
| To B-1G, B-1C, B-2, B-3, B-3T, B-4, B-5, M-1, EAT, WM-3, O, OA, PID, RHDC Overlay, CT | $1,450.00 + $35.00 per acre |
| To PF | $600.00+ $35.00 per acre |
| **(NOTE: If a request for a rezoning to a commercial or industrial zone is denied, one-half of the initial fee will be refunded to the applicant)** | |
| **ZONING TEXT AMENDMENT** | $475.00 |

| MAPS AND SERVICES | |
|---|---|
| ***Zoning Map*** | |
| Large, wall map | $20.00 |
| E-size (34 x 44) | $15.00 |
| D-size (22 x 34) | $12.00 |
| 11 x 17 | $10.00 |
| ***City Limits Map*** | |
| E-size | $15.00 |
| 11 x 17 | $10.00 |
| ***Natural Constraints Map*** | |
| E-size | $15.00 |
| 11 x 17 | $10.00 |
| ***Custom Maps*** (15-minute production time limit) | |
| E-size | $40.00 |
| D-size | $30.00 |
| C-size (17 x 22) | $25.00 |
| 11 x 17 | $20.00 |
| 8 ½ x 11 (color) | $10.00 |
| 8 ½ x 11 (black/white) | $5.00 |
| With Orthography | $45.00 |
| Other Custom Maps | Map charge (shown above) + $40.00 per hour ($50.00 minimum) |
| ***Blueprint Maps*** | |
| 1979 and 1985 Topographic Maps ( (Print of Digital Data) | $30.00 |
| ***Digital Data*** | |
| Existing Data Layer | $30.00 |
| Customized Data Layer | $30.00 + $40.00 per hour ($50.00 minimum) |
| Digital Published Map | $30.00 |
| Resident Notification Mailing | $30.00 + $.65/resident address |
| Residential Notification Mailing Labels (Labels Only) | $30.00 + $.03/label |
| **(Requests for Orange County digital data will be referred to Orange County)** | |

| | |
|---|---|
| **STREAM DETERMINATION AND WATER QUALITY BUFFER MITIGATION** | |
| Ephemeral Stream | $60.00 |
| Intermittent or Perennial Stream | $120.00 |
| **Mitigation Fees for Impacts to Ephemeral Stream Water Quality Buffers** | |
| Removal of Vegetation | $.99 per sq. ft*1.5 |
| Grading or Other Changes That Modify Natural Conditions of Diffuse Flow | $12.50 per linear foot or stream disturbance for one or both sides of stream channel, depending on area of impact |
| Disturbance of Stream Channel | $349 per linear foot of stream disturbance |
| **BMP Inspections (applicable to owners who have not provided adequate documentation of self-inspection and maintenance and who have not voluntarily entered into a maintenance agreement)** | |
| Sites with 1 or 2 BMPs | $125.00 |
| Sites with more than 2 BMPs | $250.00 |
| BMP Re-inspection | $75.00 |
| **PUBLICATIONS** | |
| Carrboro Architectural and Historical Inventory | $7.50 |
| Carrboro Bicycle Policy and Sidewalk Policy | $1.00 |
| Carrboro Downtown Guidelines for Design | $10.00 |
| Carrboro Connector Roads Policy | $1.00 |
| Downtown Carrboro New Vision | $15.00 |
| Carrboro Vision 2020 Report | $7.50 |
| Small Area Plan for Carrboro's Northern Study Area | $20.00 |
| Neighborhood Preservation District Guidelines | $10.00 |
| Carrboro Land Use Ordinance | $25.00 |
| Conceptual Master Plan Town of Carrboro, N.C. Bolin Creek Greenw | $35.00 |
| Comprehensive Bicycle Master Plan | $25.00 |
| Other Publications | 10¢/page + 50¢/color page |
| **TOWN CODE** | $20.00 |
| **HOUSING CODE (Chapter 17)** | $5.00 |
| **XEROX COPIES OF MISCELLANEOUS DOCUMENTS** | 10¢ per page |
| **HISTORIC CARRBORO PLAQUE** | $135.00 per plaque |
| **BAD CHECKS** | $35.00 per check |
| **PARKING FEE SCHEDULE FOR YAGGY PARKING LOT** | $25.00 per space per month |
| **REGISTRATION OF DOMESTIC PARTNERS** | |
| Registration | $40.00 |
| Affidavit of Termination | $40.00 |
| Amendment to Statement | $40.00 |
| Copies of Domestic Partner Registrations | $2.00 |

| | |
|---|---|
| **COPIES OF VIDEO OR AUDIO RECORDINGS** | $5.00 per tape, CD or DVD |
| **TRANSLATION EQUIPMENTRENTAL– TRANSLATORS NOT PROVIDED WITH EQUIPMENT** | |
| Security Deposit - People or organizations checking out the translation equipment will be liable for any damage to equipment or missing equipment up to or beyond the $150 security deposit. (The security deposit will be waived for any governmental entities, including UNC-CH.) | |
| Rental Fee for use of equipment for up to 3 days – must be paid upfront | $25.00 (nonrefundable) |
| Late Fee (for any day beyond established rental time) | $10.00 per day |
| **INDEX OF COMPUTER DATABASES** | |
| Digital Copy of Index of Computer Databases - CD, DVD, USB Solis State Drive | $5.00 |
| Digital Copy of Database Media and Costs - CD, DVD, USB Solis State Drive | $15.00 |
| Report Reproduction Cost List | $.10 for each printed, plotted or photographic database output page |
| **NOTE:** These fees do not apply to GIS related report and mapping reproduction; those fees are covered elsewhere in the Miscellaneous Fees and Charges Schedule. | |
| Custom Services Costs – Custom Report Preparation | Starting at $100.00 per hour billable in 15-minute increments, and listed cost of digital and printed reproduction media. The ability to process custom requests is based upon staff and resource availability, and requesters should note that all requests may not be filled due to such limitations. |

**ATTACHMENT G**

# RESOLUTION AUTHORIZING TRANSFER FROM GENERAL FUND AND APPROPRIATION OF FUND BALANCE TO AFFORDABLE HOUSING SPECIAL REVENUE FUND

WHEREAS, the Board of Aldermen through the adoption of policies and ordinances seek to endorse and encourage the creation of affordable housing within the Town and its planning jurisdiction; and,

WHEREAS, on June 27, 2007 the Board of Aldermen adopted Resolution No. 15/2008-09 that established the Affordable Housing Special Revenue Fund; and,

WHEREAS, the Board of Aldermen on March 3, 2015 updated "Guidelines for the Affordable Housing Special Revenue Fund"; and,

WHEREAS, the Board of Aldermen wants to ensure that sufficient financial resources are available to support efforts to create and maintain affordable housing within the Town and its planning jurisdiction;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO THAT:

Section 1: Funds appropriated in the General Fund budget for FY 2016-17 for the following Governance Support programs are to be transferred from the General Fund to the Affordable Housing Special Revenue Fund:

| | |
|---|---|
| Home Consortium Match | $ 9,719 |
| Partnership to End Homelessness | 13,718 |
| Orange County Housing/Community Home Trust | 75,052 |
| Human Services Grants: | |
| Community Empowerment Fund | 1,750 |
| EmPOWERment Inc. | 10,000 |
| IFC | 11,950 |
| Rebuilding Together of the Triangle, Inc. | 8,450 |
| Total | $ 130,639 |

Section 2: Funds in the amount of $500,000 are appropriated from the fund balance in the General Fund to the Affordable Housing Special Revenue Fund.

Section 3: Within five (5) days after this resolution is adopted, the Town Clerk shall file a copy of this resolution with the Finance Director.

Section 4: This resolution shall be effective July 1, 2016.

**ATTACHMENT H**

**CAPITAL PROJECT ORDINANCE AUTHORIZING THE USE OF FUND BALANCE FOR DESIGNATED CAPITAL PROJECTS**

WHEREAS, the Board of Aldermen for the Town of Carrboro has adopted a Fund Balance Policy; and,

WHEREAS, the adopted Fund Balance Policy provides that when the unassigned fund balance exceeds 35% the Town Manager may set aside an amount in assigned fund balance for transfer to the Capital Projects Fund for future projects; and,

WHEREAS, the adopted Fund Balance Policy requires formal action by the Board of Aldermen to commit the use of fund balance for projects or purposes in any current year or future year's budget; and,

WHEREAS, the Town's annual audit at June 30, 2015 confirmed that the fund balance exceeds 35% and the amount above 35% may be committed for capital projects;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1: The following projects are authorized to be undertaken until all project activity is completed:

| | |
|---|---|
| A. FIRE AND POLICE RADIO UPGRADE – (SET ASIDE #2 OF 3) | $ 273,000 |
| B. FIELD FENCE AND BLEACHERS, ANDERSON PARK | $ 95,000 |

**TOTAL APPROPRIATION <u>$ 368,000</u>**

Section 2: Funds are appropriated from fund balance in the General Fund for transfer to the Capital Projects Fund for design, engineering, construction expenses and/or debt service to carry out the project(s) identified in Section 1.

Section 3: Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this ordinance with the Finance Director.

Section 4: This capital project ordinance shall be effective July 1, 2016.

# Town of Carrboro

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

## Agenda Item Abstract

## File Number:16-201

**Agenda Date:** 6/21/2016 **File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Community Climate Action Plan Public Hearing Follow up

**PURPOSE:** The purpose of this agenda item is to provide a report to the Board on additional community outreach and potential fiscal impacts related to the draft Community Climate Action Plan.

**DEPARTMENT:** Planning and Manager's Office

**CONTACT INFORMATION:** Patricia McGuire - 919-918-7327; David Andrews - 919 918- 7315; Randy Dodd - 919-918-7326

**INFORMATION:** On April 26th, 2016, the Board held a Public Hearing on a draft Community Climate Action Plan and directed staff to pursue additional outreach in May. Staff reached out via several avenues as summarized in Attachment B. A short survey focusing on the broad goals of a subset of the plans recommendations indicated substantial support for the recommendations. The survey also indicated support for adding a recommendation that endorses a plant-based diet. These and additional outreach findings are discussed in Attachment B. Potential fiscal impacts have also been estimated and are included in Attachment C. The cost estimation included in Attachment C assumes pursuit of nearly all measures included in the draft plan and recognizes the timeframe of achieving the emissions reductions by 2025. Additional study is needed to consider potential funding sources, estimate climate action benefits associated with the different costs/investments, and determine impacts on the tax rate.

**FISCAL & STAFF IMPACT:** There are no costs associated with receiving this report. There will be a fiscal and staff impact with plan implementation. The extent of the impact will depend on prioritization of the plan's recommendations and implementation details to be determined.

**RECOMMENDATION:** A resolution has been provided (Attachment A) for the Board of Aldermen to direct staff to pursue final edits to the Plan, complete additional evaluations, and prepare a report for the Board of Aldermen in the early fall.

**ATTACHMENT A**

**A RESOLUTION DIRECTING STAFF TO PURSUE FOLLOW UP FOR THE COMMUNITY CLIMATE ACTION PLAN**

WHEREAS, a temporary Energy and Climate Action Task Force was formed in 2014 to present community climate action planning recommendations; and

WHEREAS, the Task Force has presented drafts of a Community Climate Action Plan to the Board of Aldermen; and

WHEREAS, a Public Hearing to receive input on the draft plan was held on April 26th;

WHEREAS, staff have pursued additional outreach and studied fiscal impacts since the public hearing.

NOW THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Aldermen direct staff to prepare the final plan incorporating possible changes including:

1) Edits to incorporate Board of Aldermen review comments;
2) Edits to incorporate plant-based diet information submitted as part of public input;
3) Edits to incorporate other public input received

BE IT FURTHER RESOLVED that the Aldermen 1) requests that the Task Force be invited to meet with staff to review edits prior to presentation of the final version to the Board of Aldermen; and 2) directs staff to prepare a climate action benefits analysis and an implementation schedule consistent with the edited final plan in the early fall.

TOWN OF CARRBORO

NORTH CAROLINA

**TRANSMITTAL**

**PLANNING DEPARTMENT**

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

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

**From:** **Randy Dodd, Environmental Planner**

**Date:** **June 15, 2016**

**Subject:** **Follow up Report on Climate Action Planning Outreach**

The Board of Aldermen has been reviewing a draft Community Climate Action Plan in 2016. A Public Hearing was held on April 26th; at the Public Hearing, the Board directed staff to pursue additional outreach and provide a report to the Board in June. The purpose of this memo is to provide a report on community outreach pursued subsequent to the Public Hearing on April 26th. Survey responses indicated community support for the general direction of recommendations focused on the emissions reductions from buildings and transportation, community solar, composting, and buildings, renewable energy, and in the plan for which feedback was sought in the survey.

**Information**

In the spring of 2014, the Board of Aldermen created a temporary Energy and Climate Action Task Force charged with supporting the Town with community scale climate action. In the fall of 2014, the advisory boards sponsored a series of three forums related to climate action planning. Using information from the advisory board forum series reports as a starting point, the Task Force deliberated in 2014 and 2015 and prepared drafts of a Community Climate Action Plan. The plan was presented for Board of Aldermen review in June, 2015, advisory board review in September/October, and Board of Aldermen review again in November, 2015 and April, 2016. A Public Hearing on the draft plan was held on April 26th, 2016. Community engagement and input through April was reported as part the Public Hearing agenda item; public comments provided at the hearing are available in the meeting minutes and in plant-based diet related information submitted by Lindsay Paydon as Attachment D. Outreach leading up to the Public Hearing included: a public drop in session at Town Hall on April 6th; Task Force presence at the Farmers Market on two occasions; a survey (via Survey Monkey); and updating of the Town's website.

Several steps have been taken to provide additional outreach as a follow up to the Public Hearing. Specifically, staff have:

1) Reached out to the school system's "Peach Jar", El Centro Hispanico, the Rogers Road and Lloyd/Broad neighborhoods, the Orange County Department of Aging, and the

Refugee Support Center (with support from the school system, the survey was made available in Karen).

2) Held drop in sessions on May 31st and June 9th, attended by staff and Task Force members;
3) Created a second, shorter (Google form) survey. Survey questions and responses are compiled in Appendix A.

Synopsis of Public Outreach

The public outreach pursued in the spring of 2016 has resulted in a diversity of community input. The discussion that follows offers some summary observations. Those interested in the range and specifics of input are encouraged to review the April 26th Public Hearing agenda item and minutes, and details in the appendices of this memo.

1. As far as participation:
    - Approximately 20 people participated in the April 6th drop in session
    - 13 people spoke at the Public Hearing, including the 5 Task Force members
    - 5 people participated in the May 31st drop in session
    - 4 people participated in the June 9th drop in session
    - 26 responses to the initial Survey Monkey survey were received; 170 responses (as of June 15th) to the follow up, shorter Google Form survey have been received
2. General results of the surveys:
    - The objective/multiple choice responses indicated broad support for the plan's recommendations that were addressed by the survey questions. For example, half or more of respondents to the second survey (Google form) indicated strong support for each of 9 of the 10 plan recommendations addressed in the survey, and over 95% of respondents were either neutral or supported all the recommendations included. The recommendation for more carpooling and vanpooling support, while having fairly broad support, did not receive quite as enthusiastic support as the other recommendations addressed by the questions. While the longer Survey Monkey survey only had 26 responses, it in general displayed a similar response of support for the plan's recommendations.
    - A majority of respondents indicated that they are currently pursuing, or intend to pursue in the future, recommendations in the plan related to: improving the energy efficiency of buildings; biking/walking/bus/carpooling more; making improvements to their land/yards; and supporting local sustainable businesses. Somewhat fewer but still a significant percentage of respondents indicated plans to install solar energy and work in the community on issues related to climate change and social equity and climate mitigation.
    - The most frequently received supplemental comments addressed a need for the plan to include an endorsement for plant-based diets. 43 responses spoke to this topic; there is some double counting of respondents since this includes supplemental comments under two separate questions.
    - Respondents offered other supplemental comments. From a very broad brush perspective, these comments addressed transportation infrastructure, other transportation topics, solar energy, and several miscellaneous comments.

- Supplemental comments for actions respondents are currently pursuing addressed adoption of a plant-based diet (most frequent), involvement in education, choices for transportation modes, and various other actions.

Note: while 170 survey responses have been received as of June 15th, the survey instrument did not require that a respondent provide their name, nor did it limit the number of responses that could be submitted from a single person or computer. 32 respondents filled out the optional contact information. Beyond that, it is not possible to know how many unique respondents completed the survey.

**Fiscal and Staff Impact**

There is no fiscal or staff impact associated with accepting this staff memo.

**Recommendation**

It is recommended that the Board of Aldermen adopt the resolution directing staff to incorporate public input comments into edits of the Plan for Board review in the early fall.

# Appendix A

# Climate Action Survey

**(Open in May and June, 2016 through Google Forms)**

## Survey Questions

1. **Please rate the following recommendations from the Community Climate Action Plan**

   (Choices: Great idea; Good idea; Neutral; Bad idea; Terrible idea)

   A. Develop and implement a strategy to reduce greenhouse gas emissions from buildings by 50% by 2025

   B. Make it easier for renters and buyers to access information about the energy efficiency of existing buildings

   C. Pursue energy efficiency features in new buildings that exceed minimum requirements

   D. Develop and implement a strategy to reduce greenhouse gas emissions from motor vehicle use by 50% by 2025

   E. Add more bus stops and trips in Carrboro

   F. Add more carpool and vanpool options in Carrboro

   G. Do more to promote walking, biking, and transit

   H. Provide more opportunities for citizens to invest in community solar projects

   I. Do more to support and encourage composting

   J. Do more to encourage native, noninvasive plants and discourage invasive plants

2. **Please add any other community climate actions you'd like to see included in the plan (open ended for text response)**

3. **Please check any actions you expect/intend to do over the next decade (check all that apply)**

   A. Invest in solar energy

   B. Make my home more energy efficient

   C. Bike, walk, bus, and carpool more and drive less

   D. Make choices on my land that improve the soil, reduce erosion and runoff impacts, favor native plants over invasive plants, and in general support the local ecosystem

   E. Increase my support of local businesses, especially those pursuing sustainable practices

   F. Work in the community on issues related to climate change and social equity (e.g., food security, green economy for all, affordable utility costs)

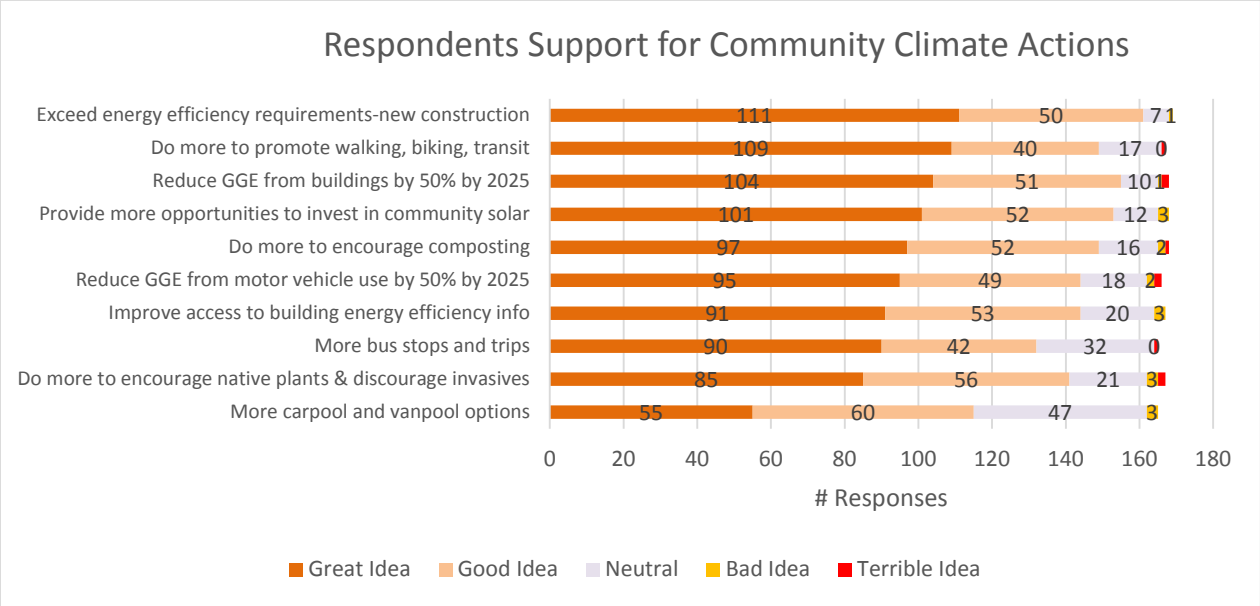
   G. Work with neighbors, coworkers, and/or others in the community on efforts that reduce greenhouse gas emissions

4. **Please add any actions related to climate change and resilience not included above that you are currently doing or plan to do. (open ended for text response)**
5. **Is there anything else that you would like to share on the topic of community climate action? (open ended for text response)**
6. **If you would like, please feel free to provide your name and address. Anonymous responses are also welcome. (open ended for text response)**

## Survey Responses

(through June 15)

1. **Please rate the following recommendations from the Community Climate Action Plan**




2. **Please add any other community climate actions you'd like to see included in the plan**

5. **Is there anything else that you would like to share on the topic of community climate action?** (open ended for text response)

*Responses to these two questions are compiled and organized below under major topic headings.*

<u>Endorse a Plant-Based Diet</u>

While all these things are good, without the inclusion of plant-based diet recommendations, I fear the document is all but meaningless. Animal agriculture is destroying the environment far faster and with more devastating results than anything else.

I am very discouraged to see no recommendation for encouraging a change in diet on the part of Carrboro citizens. It is becoming more and more evident that animal agriculture is

the single biggest cause of climate disruption yet there is zero mention of the single most important change that individuals can make to be part of the solution. Of course, I realize that laws and ordinances cannot be put into effect to regulate what people eat, but the city of Carrboro ought to be forward thinking enough to create a honest and effective campaign to alert people to the devastation caused by the choices on their plates. Any community climate action is weak without recognizing the elephants in the room that are the dairy industry, the meat industry, and the egg industry. Of course, what I am suggesting will take courage, but that is something we should be able to expect of a community that is actually serious about this enormous problem.

Since animal agriculture is the leading cause of climate change and environmental degradation, there should be a section about educating the public about the effects of their food choices.

Encourage people to cut their consumption of products from animal agriculture (meat, dairy, etc).

Reduce meat consumption, decrease the negative environmental impacts of animal agriculture

Include change in diet

Encourage more plant based fare and less need for animal agriculture. With all the information available about saving your life with a plant based diet, you also save the earth.

Promote plant based diets, as animal agriculture is the number ONE reason by far for climate change. Encourage local restaurants and businesses to provide more plant-based options over meat centered options.

Encourage eating more plant-based foods. Meat agro is the #1 cause of greenhouse gases in the atmosphere according to UN data.

Educate people about the environmental problems associated with mass animal agriculture and encourage eating less animal products (Meatless Mondays, vegan/vegetarian options and recipes).

Address the issue of animal foods' contribution to climate change. More focus on plant food initiatives.

Encourage a move away from animal agriculture. Promote Plant based diets to reduce the release of greenhouse gasses into the environment

Educate citizens on impact of animal products on climate change. Provide support and incentives to businesses and citizens to move toward more plant-based diets or just reducing meat consumption. Reducing meat consumption will do far more to limit our carbon footprint than transportation changes. For lower income citizens especially, plant-based diets are more accessible than many of the other solutions presented below (I don't own a home, I can't ride a bus or bike to work, I don't own land, etc.

Promote plant-based diets

When approving restaurants and new places of business, encourage vegan and plant based options. It's one of the greatest ways to fight climate change due to the excessive resources meats use in their production.

There is no mention of animal agriculture which is by far a greater threat to the environment. Encouraging a plant-based diet would have more impact than anything mentioned here. Please consider this fact.

Animal Agriculture is now the leading cause of environmental pollution

Consider the impact of animal agriculture on the environment and increase vegan-friendly restaurants!

Cut out animal products from our diets! Animal agriculture contributes more greenhouse gas emissions than all of transportation combined!

Ending Animal Agriculture

According to the Worldwatch Institute, livestock and their byproducts account for at least 51% of all worldwide greenhouse gas emissions. A community climate action plan is completely ineffective without including a recommendation to eliminate animal flesh and secretions from our plates.

Animal agriculture is one of the leading causes of climate change (even more so than all transportation combined), so I think that any plan to combat climate change must encourage plant-based diets among residents. Some ideas could include plant-based cooking and nutrition classes and incentives for restaurants to offer plant-based meals.

Educate about big impact of animal agriculture on climate change (eg. World Watch attributes 51 percent of annual worldwide GHG emissions to 'livestock and their byproducts' http://www.worldwatch.org/node/6294 ) Get behind Meatless Mondays, etc. Make it positive!

It is so important that we educate people about the harmful effects of animal agriculture. "Shifting less than 1 day per week's (i.e., 1/7 of total calories) consumption of red meat and/or dairy to other protein sources or a vegetable-based diet could have the same climate impact as buying all household food from local providers." This study found that transportation is only responsible for 11% of GHG emissions in food production. A vast majority comes from production. http://pubs.acs.org/doi/full/10.1021/es702969f

Animal agriculture is a huge contributor to climate change, and that should be addressed by discouraging the practice, as well as the consumption of animal products.

Animal agriculture is the number one cause of global climate change, so efforts to minimize the impacts from this industry should be taken.

Changing to a plant based life takes some doing but check out Physicians Committee for Responsible Medicine.

Carrboro has the ability to make a huge impact on reducing greenhouse gases because it is such a small community and many people are open to making small changes in their lifestyle. If Carrboro can adopt meatless Mondays, and provide education to the community as to how this significantly helps our environment, it has the potential of being quite successful.

Eating less animal products can greatly reduce climate impact as animal agriculture is responsible for more greenhouse gases than all transportation combined.

Please include diet and animal agriculture in this climate change action plan.

Some have suggested that encouraging plant based diets or less animal product based diets is "elitist". When looking through the other suggestions presented in the climate action plan I do not understand how this suggestion is seen as anymore elitist or inaccessible than other suggestions. It seems hard and it makes us uncomfortable, but our future depends on it. Please consider including plant-based diets or at the very least reducing animal product consumption, like many other cities have done in their plans

Please research the effects of animal agriculture. It is the elephant in the living room here.

Livestock is responsible for 65% of all human-related emissions of nitrous oxide – a greenhouse gas with 296 times the global warming potential of carbon dioxide, and which stays in the atmosphere for 150 years. “Livestock’s Long Shadow: Environmental Issues and Options.” Food and Agriculture Organization of the United Nations. 2006.

Promote plant-based diets to reduce global warming/climate change

Since animal agriculture is a main driver of climate change, please include animal agriculture and diet in this climate change action plan. include animal agriculture and diet in their climate change action plan

Animal agriculture & diet contributes to greenhouse gas (methane), water pollution, water usage, and land destruction

Please consider animal agriculture because it accounts for over 41% of greenhouse gas emissions and forest destruction and water pollution.

Animal agriculture has an enormous effect on climate change. Addressing this issue is more important than any of the above suggestions combined: http://www.fao.org/docrep/010/a0701e/a0701e00.HTM

Promote a whole food plant based diet to eliminate factory farming which is the largest producer of greenhouse gas, greater than any other sector.

Encouraging a meat free diet.

You should focus more on animal agriculture's massive impact on creating climate change. Until you do this, you are ignoring a large part of the problem.

Encourage more plant based diets, like meat free Mondays.

Transportation: Infrastructure and Service

I would like to see additional bike lanes added to more roads in Carrboro. I would especially like to see a bike lane added to Greensboro Rd. by the farm.

Whenever possible, include bike lanes in plans for new roads or resurfacing

Roads should be built with shoulders so that there is room for people to safely bike and walk.

Build more greenways! If it's safe for children and old people to bike, everyone bikes!

I support greenways and bike paths that make alternatives to vehicles possible. Often these alternatives are challenged. I welcome open forums about these issues exploring whether

there are indeed negative environmental ramifications for these projects or if it is a case of NIMBY politics.

I strongly advocate designing better bike paths throughout our cities. We need to look at the amazing ways in which Colorado, a much larger state, has managed to create bike paths that link neighborhoods and cities throughout the state. The park system is funded by the lottery and bonds. Coloradoans value parks and communities much more than North Carolinians seem to do.

Provide more park & ride options

Greater Number of residential and commercial charging stations for electric vehicles, like the ones made by GE.

One electric vehicle charging station/school

CHCCS makes million dollar buildings that are LEED certified but CHCCS will not support alternative fuel vehicles on site. Even when private individuals will pay for installation.

More charging stations for electric vehicles to promote their adoption.

Sync those traffic lights as best you can to move traffic along efficiently.

Bus stops to Carr Mill Mall so people can easily grocery shop without driving.

More sidewalks - particular on Simpson St. There is already a park and folks walk to the bus stop! Where is the sidewalk?

Increase bus routes and transportation

Municipal fleet non-fossil fueled

Reducing emissions from cars is not something the town can realistically take on. Concentrate on community actions that are within the control of the town.

Reduce hardscape coverage throughout town, especially surface car parking

<u>Transportation: Education and Outreach</u>

Discourage driving for people who are able to walk, promote walking/biking as "cool" and "the Carrboro way"

Create carpooling options for town events like Parks and Rec events and camps.

Would like crossing guards on Seawell School Road, and Homestead Road to promote walking to school by elementary and middle school children. Lots of homes in walking distance but no crossing guards for bike riders and walkers.

Reducing emissions from motor vehicles seems like more of a national than local issue. Promoting walking, biking, and transit seems like a good idea but can be controversial.

In principle I love that you are thinking about all of this. In practice there may be aspects that are unrealistic for the town to act on. For example reducing greenhouse gas emissions from vehicles.

Buildings

Require new buildings to be "solar ready". Pursue joint policies with Chapel Hill, schools, County, Durham. Hire staff to manage this, maybe could be shared with Chapel Hill, Orange County.

Please, find a way to erect solar panels on suitable public buildings, or commercial building if the owner is inclined, AND find a way that private citizens can invest in the project. My roof is not suitable for solar panels, but I still would like to contribute to having more solar energy powering Carrboro

The best way to save in residential construction is by using thermostats correctly. (Setback during the day) Making Smart Thermostats easier to attain or providing training on how to use existing thermostats would go A LONG way.

Is there any way to control the size of houses and mixed use projects, some of which can be energy gluttons?

Allow for nontraditional structures to be built like shipping container homes.

Landscaping/gardening

Encourage people to conserve water and to reduce consumption of meat products by offering incentives to create your own vegetable garden and subsidize rain barrels for irrigation. Also plant bee-friendly flowers.

If, by "invasive" plants, you are including poison ivy/oak, I will be thrilled!

Plant more trees, implement green infrastructure on current and future development projects

More education on planning for a backyard vegetable garden and which bushes, trees, flowers are native and environmentally aligned here (and not preferred by deer). I'm new here, so if this is already available, I just haven't found it yet...

Plant edible gardens in town-owned spaces.

Emission free lawn equipment

More community gardening - how about y'all buy 303 Jones Ferry for one!

Preserving green space within and around carrboro, also city funds going to planting trees in the area and development of more community garden space.

Promote and facilitate residential organic gardening, permaculture, rain water catchment.

Education

General education about climate change

We need to get the schools involved in teaching our children to make climate-friendly choices, especially in food.

ACE would love to help out. I'll let my advisor know. The Climate Summit would be another great venue, and events at Weaver Street or places with more publicity.

Educate regarding how food choices have different impacts

We have to lead by example and then effectively tell the story about how implementing all of these practices has saved us money and created a more vibrant community.

Share with other similarly-sized towns and learn from their progress.

Other Feedback

Require that whatever goes in the northwest corner of Greensboro and Weaver be a showcase for sustainability (not LEED, necessarily)

We did consult regarding converting our home to solar power and were told there were too many trees in the way. We didn't want to give up our trees so what other options would there be? Are trees and solar power incompatible?

We should do this stuff to keep our air clean and environment healthy. Climate changes. READ your history books! Ask the dinosaurs.

Be sure that these actions do not systemically drive out any residents or small business owners who cannot afford to pay for or invest in the initiatives related to any "community" climate plan. The people are the most important force within the community. It is important not to lose the unique character of Carrboro, NC. Gentrification has already began to show its true colors in other affluent areas of Orange County.

Take action against animal cruelty or neglect, and find more humane ways to control the population of unwanted animals in the town limits to replace hunting and poison.

Gondolas!

Ban plastic bags and bottle, continue to improve hybrid and electric bus fleet, add additional solar/ electric charging stations

Ban Plastic Bags!!! Get all food businesses and non-profits involved in commercial composting; Initiate a food waste reduction plan;

Solid waste diversion (beyond composting, mentioned above)- key driver of GHG emissions

I applaud the town of Carrboro, where I live, for doing something about this serious problem.

Thank you for the work on this vital issue!

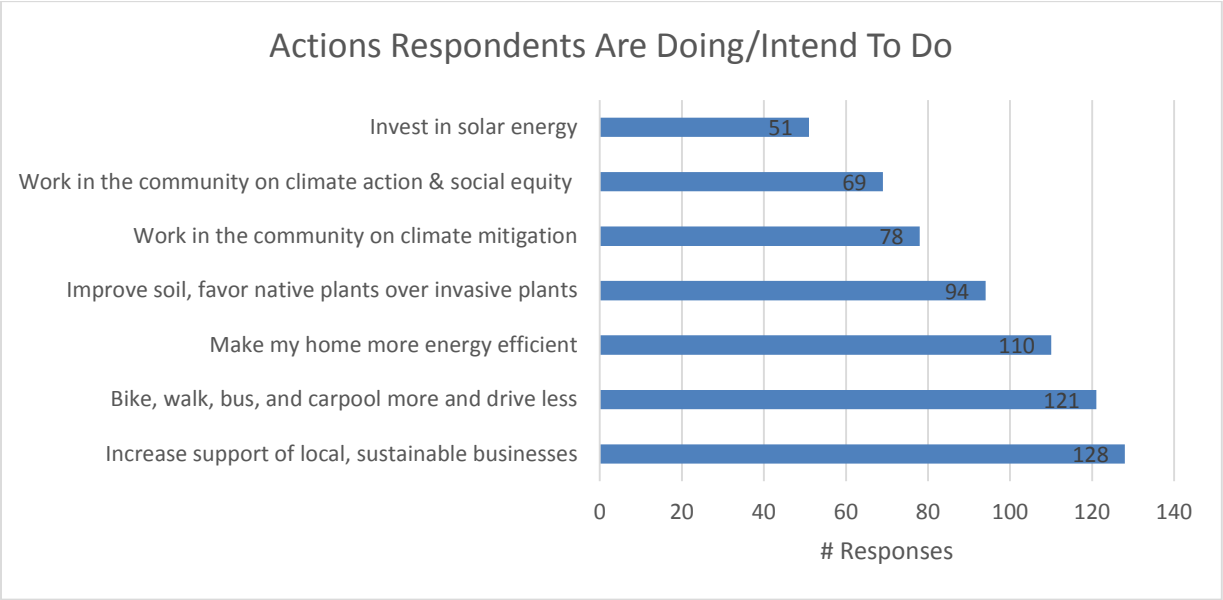
I appreciate the work that the creators of this survey are trying to do.

I love that Carrboro is taking the initiative and doing this! Proud to live here!

These initiatives are incredibly important. It is great to see Carrboro leading the way on this. Encouraging other communities to follow suit is probably the most important and most difficult thing.

We don't need any more 'strategies' researched and implemented. Everything is going in the right direction but please leave it alone. Don't need any more rules.

3. **Please check any actions you expect/intend to do over the next decade** (check all that apply)




4. **Please add any actions related to climate change and resilience not included above that you are currently doing or plan to do.** (open ended for text response)

*Responses are compiled and organized below under major topic headings.*

<u>Plant Based Diet</u>

I will continue to educate people about the importance of plant-based diets.

My family and I are vegan.

I plan to educate the public about the harmful effects of animal agriculture.

I have eliminated my demand for animal products which use a lot of resources. I don't plan to reproduce (humans use so many resources!)

Reduce meat (and other animal product) consumption, stop the negative environmental effects of animal agriculture

I am a vegan, for the earth, the animals and my health.

I have adopted a plant-based diet.

I eat a plant-based diet.

Eat a vegan diet which saves thousands of gallons of water every day.

Promote Meatless options/ Meatless Mondays!!!

I have adopted a vegan lifestyle in part because animal agriculture is the biggest driver of climate change.

Continue to refuse to utilize any animal agriculture products and deny support of animal agriculture businesses.

Hosting vegan potlucks and educating friends, coworkers, family, etc on the role of animal products play on climate change

Eating an environmentally friendly diet of plants.

Meatless Mondays

Eat vegan; support those places that offer sustainable food and beverage options.

Eating totally plant-based for 4 years now.

Making vegan food choices to lower water and air pollution

Eat vegan

I am involved with promoting veganism; it is, by far, the most impactful choice that we have to make a difference in the environment. Let me know if I can help! --Dilip dilip@trianglevegsociety.org

Go vegan! It's the most environmentally-conscious decision any of us can make that will have a far greater impact than almost anything else. Watch Cowspiracy on Netflix if you're in doubt.

Ending Animal Agriculture

We do not purchase or consume animal flesh or secretions. We donate only low-carbon-footprint foods to food banks. We do not support local restaurants that offer foods that are GHG-intensive.

Eat plant based diet to reduce climate change

Educate the public about the negative impact that animal agriculture has on the planet.

Plant-based eating

Plant-based diet.

I eat a plant based diet and that is the single best way to impact climate change. I'm always shocked when I see so-called energy ideas and plans to save our planet which neglect to include eliminating animal flesh and dairy and eggs. Please do more to promote Veganism along with these other efforts.

As I am aware of animals ag's huge impact on climate change, I am vegan and would encourage everyone to participate in a wholesome, delicious vegan diet

Eat local foods and no meat

Eating sustainably--for me, this means a vegan diet.

Education

Teach my students about sustainability, climate change affected by human action, and teach them how to grow their own food at home.

Working at school to promote conservation and energy efficiency.

Alliance for Climate Education, North Carolina Climate Justice Summit

Transportation

I drive an electric vehicle for my 96 mile roundtrip commute.

I would love better buses from QPT to UNC campus.

I plan to move to a neighborhood from which I can walk or bike to town.

Eat at home more, fly less

Reducing Waste, Recycling, Reuse, Composting

Compost

Reducing overall consumption in an effort to become a minimalist. Many people in this community feel really good about recycling, and rightfully so, however any member of that group failing to realize the effects of over consumption is as irresponsible as a person who does not recycle at all. I am personally unaware of the recycling loop here in North Carolina, but I wonder what percentage of "recycled" materials (paper, plastic, glass, cardboard, etc.) around our country still go into a landfill. I believe more education on how recycling helps the community should also reflect its loop (the process in which recycled materials are turned into new materials) and finally the overall economic impact (positive or negative).

Other/Multiple Topics

Increase the biodiversity of the plants on my property.

Make these things affordable... the reason my family is terrible at this is that it is cheaper to use the nonpreferred way.

I already compost. I am 65, still employed, and would gladly use public transportation but it does not fit my exercise and work schedule. I would consider biking, if traffic were not so deadly. I patronize local businesses and combine errands to minimize driving time. I use native plants in my garden.

Switch from incandescent to LED bulbs

I drive very little, am a vegetarian, and try to recycle everything I can.

Vote anyone out of office who gets in the way of these things and promote local and sustainable ag

Within the last few years, I already have added solar panels, purchased an electric car and renovated the entire house to be more energy & water efficient. Next up: Learning what to do/not do with our land....

Conserving and re-using water. Growing my own produce. Burning firewood instead of non-renewable fuels.

Plant a tree!!! Simple!

I do research related to climate change at UNC. Additional actions include: reducing use of / eliminating plastic products that cannot be recycled from daily life (and minimizing plastic use in general), consuming less meat, composting, using heat/ AC sparingly, driving a hybrid vehicle, etc...

At home we are working to significantly reduce our dependence on plastics; Home composting and energy reduction measures (lights out curfew), educating kids about energy reduction in daily lives, etc.

Start a vegetable garden

6. **If you would like, please feel free to provide your name and address. Anonymous responses are also welcome.**

1. Carrie Monette, 302 Lindsay Street, Carrboro, NC
2. Linda Nelson
3. Lisa Baxter, 2006 Camden Lane, Chapel Hill, NC
4. Beverly_swaim@yahoo.com
5. Sylvia Badger
6. Katie Steinheber
7. Sandra Lynch
8. Cedric Bush, 215 Eubanks Road, Chapel Hill, NC, 27516
9. I work for CHCCS and live in downtown Carrboro
10. jwthompson@chccs.k12.nc.us
11. Sharon Thomas. 358 Deerhaven Lane, Thomasville, NC. 27360. 336-862-0160
12. Daniel Turbert, Edwater Circle 27516
13. Shahab (Shawn) Siahpoosh
14. Dilip Barman
15. William Nievaart
16. Ellen Weiss, QPT
17. A Carrboro resident.
18. Sabannah/Carrboro
19. Suzanne Setti
20. Olivia Wander; owander98@gmail.com

21. Laurakaywenzel@gmail.com
22. Ben Berolzheimer, 910 Tallyho tr
23. Erin Nelson
24. Erica Wolak, 143 Torrey Heights Lane Durham, NC 27703
25. Cindy Yates 105 Linville Dr., Castle Hayne, NC
26. Melody Kramer 102D Todd Street
27. Anthony Holderied - 105 Phipps Street
28. Justin Baumann 106 W Poplar Ave
29. Lindsay Griffin 115 Barnes St.
30. Pamela Tandy, 601 West Rosemary, Unit 305/Chapel Hill, 27516
31. Jeffrey Clayton
32. Laura Pellice

# Town of Carrboro Community Climate Action Plan Implementation Plan Cost Estimate June 2016

| Task ID | Recommendation | One-Time Cost | Annual Cost | Comments / Staffing |
|---|---|---|---|---|
| CI1 | Create Grassroots Partnerships | $0 | $100,000 | Environmental Sustainability Coordinator (ESC) |
| CI2 | Expand Public Partnerships | $0 | $0 | Responsibility of ESC |
| CI3 | Create Green Neighborhood Program | $0 | $100,000 | Neighborhood Program Coordinator (NPC) |
| CI4 | Integrate CAP with Local Living Economy | $0 | $0 | Economic Development Director |
| CI5 | Expand Capacity for Sustainability Initiatives | $0 | $0 | Responsibility of NPC |
| CI6 | Low Cost Financing for Renewable Energy | $1,000,000 | $0 | Capital for Loans; Responsibility of NPC |
| CI7 | Integrate CAP with Social Equity Initiatives | $0 | $0 | Responsibility of NPC |
| BE1 | Reduce Building Emissions by 50% by 2025 | $0 | $50,000 | Provide Fiscal Support for Non-Profit; ESC |
| BE2 | Energy Audit / Performance Rating | $110,000 | $200,000 | Enabling Legislation; Hire Energy Inspector (EI) & Financial Analyst; Capital ($100,000) |
| BE3 | Energy Performance Ratings | $10,000 | $0 | Enabling Legislation; Responsibility of EI |
| BE 4 | Create Rental Property Task Force | $0 | $0 | Responsibility of EI |
| BE5 | Rental Property Registry & Certification | $10,000 | $0 | Enabling Legislation; Responsibility of EI |
| TM1 | Reduce Vehicle Emissions by 50% by 2025 | $0 | $0 | Responsibility of ESC |
| TM2 | Enhance Transit Service | $50,000 | $0 | Fund Study; Transportation Planner |
| TM3 | Improve Vanpool/Carpool Options | $1,000,000 | $10,000 | Develop Parking Lots; Transportation Planner |
| TM4* | Further Promote Walking/Biking/Transit | $575,000 | $485,000 | Bike Sharing; Pay for Parking; Open Streets; Transportation Planner |
| TM5 | Limit Idling in School Loading Zones | $0 | $0 | Transportation Planner |
| RE1 | Pursue Community Solar Projects | $600,000 | $100,000 | Capital for Loans; Funding for Non-Profit; Hire Energy Program Manager (EPM) |

| | | | | |
|---|---|---|---|---|
| RE2 | Downtown Geothermal Heating & Cooling | $650,000 | $0 | Capital Plus Study; EPM |
| RE3 | Create Rental Property Task Force | $0 | $0 | Responsibility of EI |
| ES1** | Pursue Stormwater Utility | $50,000 | $500,000 | Stormwater Utility Manager & ESC |
| ES2 | Evaluate Deer Population | $50,000 | $0 | Study; Responsibility of ESC |
| ES3 | Organic Waste Collection & Composting | $110,000 | $200,000 | Responsibility of Public Works Department |
| ES4 | Create a Tree Coalition | $0 | $50,000 | Funding for Non-Profit |
| ES5 | Invasive Species/Native Plants Regulations | $0 | $10,000 | Enabling Legislation; Responsibility of ESC |
| | | | | |
| DM1.1 | Reduce Emissions from Diets by 50% by 2025 | $0 | $0 | Responsibility of ESC |
| | | $4,215,000 | $1,805,000 | |

*Climate Action Plan Recommendation #TM4 recommends that the Town explore new policies that make driving more expensive and less convenient such as reduced parking supply, increased parking fees, and reduced road speeds. The potential revenue for paid parking is roughly $1M annually: 300 spaces X $10 per day per space X 365 days.

The Climate Action Plan does not include any cost estimate for expanded bus transit services which costs approximately $9.07 per mile.

**Climate Action Plan Recommendation #ES1 recommends the formation of a Stormwater Utility. Annual costs include one employee and $4M in capital amortized over 10 years. Annual costs are certain to be higher as more than one employee will be needed to operate the utility. However, a dedicated funding source such as a user fee or dedicated property tax rate increase will also be needed to offset costs.

## Community Integration

CI1: Create Grass Roots Partnerships to Engage Community

1. Identify partners.
2. Bring partners together and choose programs.
3. Modify programs for Carrboro if needed.
4. Work with partners to recruit and train diverse group of facilitators.
5. Pilot program in facilitator's neighborhoods.
6. Debrief with pilot neighborhoods and modify programs as needed.
7. Install neighborhood and/or town wide dashboard to show progress, and build a climate change action oriented community.

CI2: Expand Public Partnerships to More Explicitly Consider Climate Action

1. Staff and Board of Aldermen to consider in operating budget development.
2. Community champions to self-identify.

CI3: Create Green Neighborhood Program

1. Presentations laying out town's CO2 responsibilities as measured through social equity lens and the urgency of CO2 reduction per the latest science
    1. Town-wide initial presentation followed by
    2. Presentations to neighborhoods that want to engage in green neighborhoods initiative.
2. Create process for developing further program ideas and mechanism for neighborhoods to initiate
    1. Set neighborhood CO2 reduction goals in line with town's at large goal.
    2. Town recognizes savings achieved through existing green initiative successes and allocates these for neighborhoods to use proportional to neighborhood's impact in making the savings. (recurring).
    3. Identify further potential programs and their contributions to reducing CO2 for the neighborhood (ongoing).
    4. Develop neighborhood green participatory democracy process and criteria for new green project initiatives.
    5. Develop way for town to allocate funds.
    6. Support and facilitate neighborhoods participation.
3. Awards program for neighborhoods achieving biggest reductions per energy sector (Trash, Transportation, Housing).
4. Consider on-street parking; park and ride permits.

CI4: Integrate Climate Action with Local Living Economy

1. Include climate change mitigation in local living economy/locally owned marketing messaging.
2. Encourage light manufacturing zone in Carrboro.
3. Set-up Property Assessed Clean Energy (PACE) financing program for commercial buildings to implement renewable energy.

CI5: Expand Capacity

1. Staff and Board of Aldermen to consider in operating budget development.
2. Community champions to self-identify.

CI6: Facilitate Low Cost Financing for Energy Efficiency and Renewable Energy Projects

1. Identify and/or recruit nonprofit organization/local champion to identify project/revolving loan fund that could benefit from Qualified Energy Conservation Bonds (QECB).
2. Pursue bond issuing process.

CI7: Integrate Climate Action and Social/Equity Initiatives

1. Identify relevant federal grants.
2. Develop partnerships with community programs.
3. Investigate legal authority and cost-benefit analysis for Town ordinances.

## Building Energy Efficiency Measures

BE1: 50% Challenge

1. Identify a nonprofit organization to become a community champion.
2. Identify neighborhood and business champions and grassroots/community organizing, outreach, and education.
3. Secure support from community leaders, utilities, financiers, and contractors.
4. Identify fiscal support for nonprofit and organizing/coordination support from Board and staff.

BE2: Energy Audit/Performance Rating

1. Pursue enabling legislation for regulatory program.
2. Develop regulatory program or voluntary program.
3. Develop inspection and monitoring program.
4. Energy efficiency revolving loan fund.

BE3: Demonstrate/Pursue Energy Performance Beyond Minimum Requirements for New Development

1. Pursue enabling legislation for regulatory program.
2. Develop regulatory program or voluntary program.
3. Develop inspection and monitoring program.

BE4: Create Rental Property Task Force and Process

1. Develop Task Force charge.
2. Identify relevant stakeholders needed to agree to process in order to make impactful change.
3. Identify outside organization to facilitate Task Force.
4. Commission Task Force.

BE5: Create Rental Property Registry/Certification

1. Pursue statutory authority
2. Outreach to determine interest and feasibility.

3. Create voluntary registry/certification.

## Transportation Measures

TM1: 50% Challenge

1. Formal adoption of challenge.
2. Publicity for challenge.
3. Develop system for tracking progress towards goal.

TM2: Enhance Transit Service

1. Explore the feasibility of extending service to new areas by adding more stops in Carrboro well connected to other transit, bike, and pedestrian access, and including more hours of service.
2. Explore siting new Transit Oriented Development in the Northern Transition Area.
3. Work with GoTriangle and Chapel Hill Transit staff to provide additional feedback on plans for future service and ability to accelerate adding service.
4. Enhance transit access points along the 54/15-501 corridor from Chapel Hill/Carrboro to Durham and provide more frequent, reliable bus service.

TM3: Improve Vanpool/Carpool Options

1. Work with GoTriangle to identify currently registered vanpools and carpools.
2. Use this info along with expected increase in use to establish carpool and vanpool parking areas, including downtown Carrboro and Northern Carrboro and nearby areas in Chapel Hill.
3. Add GoTriangle vanpool/carpool parking in Carrboro (including downtown Carrboro and Northern Carrboro) and nearby in Chapel Hill.

TM4: Further Promote Walking, Biking, Transit

1. Continue, accelerate, and intensify efforts to:
    1. Promote bike to work days; consider doing these weekly. Studies have reported long-term increases in bicycling following bike-to-work days.
    2. Work with the Carrboro Bicycle Coalition to: put on and publicize ongoing bicycle training.
    3. Work with the Carrboro Bike Coalition to hold “Open Streets” days.
    4. Work with Chapel Hill Transit and GoTriangle to develop and implement a marketing and educational program on carpooling, vanpooling, and transit use. Promote official car free, carpool, vanpool, and transit use days.
    5. Support the Safe Routes to Schools Program. Work with the Carrboro Chapel Hill City School System and local PTAs to promote bike and walk to school days; consider doing these weekly.
    6. Pursue efforts to implement land use and development policies that help ensure destinations for daily needs, such as school, work, and shopping, are within convenient bicycling distance from home.
    7. Encourage developers to promote multi-modal transportation options.
2. Promote “park and stroll” programs at schools, where students are dropped off at a remote location and walk or bike the rest of the way to school.

3. Research and implement a bike sharing system downtown.
4. Explore new policies that make driving more expensive and less convenient (e.g. reduced parking supply, increased parking fees, and reduced road speeds). Lower speed limits for vehicles make bicycling safer and more attractive. One study conducted in Germany found that reducing general speed limits led to a significant increase in bicycling.

TM5: Limit Idling in School Loading Zones

1. Coordinate with CHCCS to recruiting student and parent volunteers to help with education/outreach.
2. Develop a system for monitoring idling activity.

## Renewable Energy Measures

RE1: Pursue Community Solar Projects

1. Pursue enabling legislation to allow a third-party, such as a community entity, to sell electricity directly to consumers.
2. Form a community investment group to purchase and own a solar installation and sell the energy to a large buyer, such as the Town of Carrboro.
3. Develop an agreement to set the electricity price to a rate that is beneficial to both the Town and the community investment group.

RE2: Pursue Downtown Geothermal Heating and Cooling

1. Examine completed projects in Orange County.
2. Solicit contracting support for feasibility study.
3. If deemed feasible, develop preliminary design for Town of Carrboro buildings including financial assessment and environmental benefits.
4. Explore opportunities to develop a municipal utility.
5. Explore ways to encourage developers to install geothermal.

RE3: Create Rental Property Task Force and Process

1. Develop Task Force charge.
2. Identify relevant stakeholders needed to agree to process in order to make impactful change.
3. Identify outside organization to facilitate Task Force.
4. Commission Task Force.

## Ecosystem Protection and Enhancement

ES1: Pursue Stormwater Utility

1. Examine both administrative and policy opportunities and challenges.
    a. Contact nearby jurisdictions and Environmental Finance Center to determine best fit for Carrboro in creating a utility.
    b. Determine whether or not to partner with Chapel Hill's stormwater utility.
2. Craft public outreach/education campaign about negative impacts of stormwater and economic/environmental benefits of a utility.

ES2: Evaluate Extent to Which the Deer Population and Climate Change affect Native Plant Ecosystems

1. Obtain professional assistance with evaluating impact of climate change and deer herbivory on forest health.
2. Consider outcome of evaluation and identify response that meets needs of community.

ES3: Accelerate/Expand Organic Waste Collection/Composting

1. The solid waste study can include lessons learned from other communities with successful curbside composting (e.g., San Francisco, Portland, Seattle, NYC) and locally successful programs (CHCCS, UNC, etc.) as well as how to collaborate with local contractors (Brooks, CompostNow, etc.).
2. Budget for and choose area for pilot program that includes residential and multi-family units.
3. Expand program to entire town.
    1. Future plans should consider adding a more central drop-off location downtown.
    2. Future studies and plans should include curbside compost collection.

ES4: Create a Tree Coalition

1. Establish a nonprofit organization to become a community champion for education, outreach, and action.
2. Establish goals for the coalition.
3. Recruit members.
4. Form partnerships with those who have technical expertise.
5. Begin education/outreach campaign to community.

ES5: Improve Regulations and Community Capacity to Discourage Invasive and Encourage Native Plants

1. Update the Land Use Ordinance invasive/native plant requirements. Develop a stronger ordinance against invasive species and in favor of native species.
2. Implement an educational campaign, maybe in partnership with the Botanical Gardens or others, to help citizens and businesses understand the importance of planting natives and avoiding invasives. This could be done in conjunction with the Town's newly established annual Pollinator Day.
3. Explore options for implementing invasive removal projects.
4. Develop and regularly update an inventory of areas with excessive invasive plant growth.

## Dietary Measures

DM1: 50% Challenge

1. Formal adoption of challenge.
2. Publicity for challenge.
3. Develop system for tracking progress towards goal.

# Dietary Impacts

Reducing emissions from diet in Carrboro will rely on a coordinated effort involving outreach and engagement to affect dietary choices, and participation broadly with partners and across the community to encourage Carrboro residents to adopt a climate-friendly diet, which reduces or eliminates meat, dairy, and eggs.

The livestock sector is one of the most significant contributors to the most serious environmental problems, at every scale from local to global, and must become a major policy focus.[1] Livestock and their byproducts account for at least 32,000 million tons of carbon dioxide ($CO_2$) per year, or 51% of all worldwide greenhouse gas emissions.[2]

Former Sierra Club director, Greenpeace cofounder, and Sea Shepherd founder Paul Watson wrote that "a vegan driving down the highway in a Hummer is contributing less to creating greenhouse gases than a meat-eater riding a bicycle."[3]

According to a recent British study, the mean GHG emissions in pounds of $CO_2$ equivalents per day (lbs. $CO_2$e/day) are 15.85 for high meat-eaters, 12.41 for medium meat-eaters, 10.30 for low meat-eaters, 8.62 for fish-eaters, 8.40 for vegetarians, and 6.39 for vegans. Dietary GHG emissions in meat-eaters are approximately twice as high as those in vegans. Changing from a high-meat diet to a vegan diet saves 9.46 pounds of carbon dioxide equivalents per day or 3,452.9 pounds per year (1.73 tons),[4] or the equivalent of 178 gallons of gasoline per year. That's enough to drive a Prius 26 miles per day (or a Hummer 4.5 miles per day) for an entire year. In other words, a vegan who drives a Prius less than 26 miles per day (or a Hummer less than 4.5 miles per day) has a smaller carbon footprint than a high meat eater who commutes by bicycle.

Also note that in the aforementioned British study, "high meat eaters" were defined as anyone who consumed 100 grams of meat or more per day. Considering that the average American consumes 265.69 grams of meat per day[5], the average American's diet likely has a carbon footprint 2.66 times higher than the high meat eaters in this study.

In fact, animal agriculture is a driving force behind virtually every major category of environmental damage: deforestation, erosion, fresh water scarcity, air and water pollution, climate change, biodiversity loss, social injustice, the destabilization of communities, and the spread of disease.[6]

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[1] Steinfeld H, Gerber P, Wassenaar T, Castel V, Rosales M, de Haan C. *Livestock's long shadow: environmental issues and options*. Rome, Italy: FAO; 2006. (ftp://ftp.fao.org/docrep/fao/010/a0701e/a0701e00.pdf)

[2] Goodland, R Anhang, J. Livestock and Climate Change: What if the key actors in climate change were pigs, chickens and cows? *World Watch*, November/December 2009. Worldwatch Institute, Washington, DC, USA. Pp. 10–19. (http://www.worldwatch.org/files/pdf/Livestock%20and%20Climate%20Change.pdf)

[3] Watson P. "V" The Sea Shepherd Society, 2014. (http://www.seashepherd.org/commentary-and-editorials/2014/05/06/v-648)

[4] Scarborough P, Appleby PN, Mizdrak A, et al. Dietary greenhouse gas emissions of meat-eaters, fish-eaters, vegetarians and vegans in the UK. *Climatic Change*. 2014;125(2):179-192. doi:10.1007/s10584-014-1169-1., (http://www.ncbi.nlm.nih.gov/pmc/articles/PMC4372775/)

[5] National Chicken Council. 2016. (http://www.nationalchickencouncil.org/about-the-industry/statistics/per-capita-consumption-of-poultry-and-livestock-1965-to-estimated-2012-in-pounds/

[6] Worldwatch Institute: Is Meat Sustainable? 2004. (http://www.worldwatch.org/node/549)

Since 1970, animal agriculture is responsible for up to 91% of Amazon rainforest destruction.[7] Globally, an area of rainforest the size of a two football fields is razed every second.[8] By some estimates, a single meat-centered meal levels 55 square feet of rain forest. By all estimates, forests are being cut down at alarming rate in order to provide the fodder to produce meat, dairy, and eggs.

Meat is a very inefficient way of turning land into calories, and we simply don't have resources for it. It takes 2,500 gallons of water, 12 pounds of grain, 35 pounds of topsoil and the energy equivalent of one gallon of gasoline to produce one pound of feedlot beef.[9]. We're using our limited land to feed animals instead of people: 56 million acres of U.S. land produce hay for livestock, but only 4 million produce vegetables for human consumption. The world's cattle alone consume enough calories to feed 8.7 billion people – more than the global population[10]. You would save more water by eating just one pound of beef less than if you didn't shower for an entire year.[11]

The additional benefits to human health of plant-based diets include reducing cardiovascular diseases, hypertension, many cancers, diverticulitis, diabetes, obesity, osteoporosis, arthritis, appendicitis, gall stones, kidney stones, other chronic diseases, food allergies, and food poisoning. The associated economic benefits are massive. The social justice benefits include greater food security and environmental justice for poor communities of color living near factory farms.

Finally, elimination of animal products facilitates backyard composting, as most gardeners advise against composting meat. It also helps reduce the frequency of trash pickup, with rotting meat, dairy, and eggs removed from the trash stream.

Programs in the Town could educate residents about the benefits of reducing or eliminating meat, dairy, and eggs, including exploring plant-based options every day. Town functions should eliminate red meat and dairy (the worst climate offenders) and offer prominently labeled plant-based options at all events. The Town web site could host a Climate-Friendly Diet pledge. Educational programs for town employees and the public could involve something as simple as a monthly vegan potluck and movie night at the Century Center.

Privately owned restaurants should be encouraged to offer plant-based menu items and prominently label them. Those that do could be offered a "Climate Friendly Options" window sticker to raise awareness of the issue. In addition, a Carrboro Vegan Challenge modelled after the Bull City Vegan Challenge in Durham could encourage participation by restaurants and residents.

For every plant-based meal that each resident of Carrboro consumes, he or she reduces his or her animal-based dietary $CO_2$e emissions by 4.76%. Of course, each resident of Carrboro who adopts a fully vegan diet (no animal products) reduces his or her animal-based dietary $CO_2$e emissions by 100%.

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[7] "Margulis, S. 2004. Causes of Deforestation of the Brazilian Amazon. World Bank Working Paper;No. 22. Washington, DC: (https://openknowledge.worldbank.org/handle/10986/15060 License: CC BY 3.0 IGO.")
[8] Facts About the Rainforest (http://www.savetherainforest.org/savetherainforest_007.htm)
[9] Food Choices and the Planet (http://www.earthsave.org/environment.htm)
[10] Gold and Porritt. 2004. *The Global Benefits of Eating Less Meat*. (https://www.ciwf.org.uk/media/3817742/global-benefits-of-eating-less-meat.pdf)
[11] Earthoria. 2008: Global Hunger: The more meat we eat, the fewer people we can feed. (http://www.earthoria.com/global-hunger-the-more-meat-we-eat-the-fewer-people-we-can-feed.html)

If 50% of Carrboro's 20,984 residents make a 50% reduction in their consumption of meat, dairy, and eggs by 2025, and if an additional 25% of Carrboro residents consume no animal products by 2025, Carrboro could eliminate 18,151 tons of $CO_2$e per year (50% x 10,492 x 1.73 tons/person/year=9,076 tons of $CO_2$e + 100% x 5,246 x 1.72 tons/person/year=9,076 tons of $CO_2$e per year).

Moving to a plant-based diet is a much quicker way to affect climate change than most, as the turnover rate for farm animals (especially factory produced animals) is much greater than that for cars, busses, or buildings. And while $CO_2$ can remain in the air for more than a century, methane cycles out of the atmosphere in just eight years, producing a further potential for quicker reduction in climate change.

Food for thought – You can change your light bulbs, buy a hybrid car and plant more trees, but nothing is as effective, available, inexpensive, quick, and powerful for the individual in affecting climate change as the choice of where to stick your fork.

## Dietary Recommendation #1: 50% Challenge

| Reduce Greenhouse Gas Emissions from Diets by 50% by 2025 |
|---|

It is proposed that local leaders announce an emissions reduction challenge to reduce community wide emissions from animal consumption by 50% by 2025. The challenge could include a component focused on emissions from meat, dairy, and eggs in Carrboro.

| | |
|---|---|
| Implementation Opportunities | • Awareness and demand for plant-based meals continue to improve.<br>• A growing percentage of residents are aware of the financial, health, environmental, and justice aspects of plant-based diets. |
| Implementation Challenges | • High percentage of residents are unaware of the financial, health, environmental, and justice aspects of plant-based diets.<br>• Constraints such as cultural and social conditioning that eating meat, dairy, and eggs is necessary for human health.<br>• Plant-based options in many restaurants and institutions are limited.<br>• The ability to monitor and track progress towards emissions reduction is currently limited. |
| Resources Needed (human and material) | There are no resource requirements associated with a recognized community wide goal, although there may be resources needed for implementation of different actions. |
| Anticipated Cost | There could be costs associated with printing educational materials and web pages. Plant-based menus actually cost less than meat-based menus, so, almost immediately, these programs will save money. |
| Leadership | Local elected officials and community leaders could endorse this goal |
| Partners | Triangle Meatless Mondays, Triangle Vegetarian Society, School District |
| Time Frame | It is recommended that local leaders do this immediately. |
| Fit with Items | Local living economy, social justice, ecosystem protection, composting |
| Next Step(s) | Formal adoption/publicity for challenge |
| Evaluation Criteria | Increase in plant-based options at Town functions, local restaurants, and institutions. |

# Town of Carrboro

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

## Agenda Item Abstract

## File Number: 16-205

**Agenda Date:** 6/21/2016

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
An Update on Carrboro's Parking Plan

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to receive an update on the progress of the Town's Parking Plan.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Patricia McGuire, 919-918-7327, pmcguire@townofcarrboro.org; Christina Moon, 919-918-7325, cmoon@townofcarrboro.org <mailto:cmoon@townofcarrboro.org>; Timothy Tresohlavy, VHB, 919-741-5506

**INFORMATION:** In November 2015 the Town entered into a contract with VHB, a transportation planning firm in Raleigh, to undertake a parking study and prepare a parking plan. Since reporting to the Board in March, VHB has continued its work on data collection and public outreach. The survey <https://www.surveymonkey.com/r/ParkCarrboro>, and project website <http://parkcarrboro.org/> continue to be available. A summary memo describing work to date has been prepared (*Attachment A*). Staff will provide a brief presentation on the status of the project at the meeting.

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

**RECOMMENDATION:** Town staff recommends that the Board of Aldermen receive the status report.

Attachment A

Memorandum

To: Mayor and Board of Aldermen
David Andrews, Town Manager

Date: June 21, 2016

Project #: 38539.00

From: Timothy Tresohlavy, VHB

Re: Carrboro Parking – Board of Alderman Update #2

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The purpose of this memo is to provide an interim update of the downtown parking study for the Carrboro Board of Alderman meeting on Tuesday June 21, 2016.

## Project Timeline

This project officially began in January 2016, and a target completion date of November 30, 2016.

## Public Outreach to Date

The project team has coordinated with various stakeholders to obtain as much public feedback as possible. Since the launching of the project website (www.parkcarrboro.org) in January of 2016 we have also launched an online survey of parking behavior (www.surveymonkey.com/r/parkcarrboro), which has received 500 respondents to date and will remain open into July.

On Thursday February 11, 2016 the project team hosted a Kickoff Public Meeting at the Carrboro Elementary School to promote the project website, online survey, present initial data collected, and initiate public feedback.

On Saturday April 30, 2016 VHB staff attended the Farmers Market to promote the online survey and solicit feedback relating to potential barriers to visiting downtown. Sidewalk gaps were identified by attendees, as well as some locations for additional bicycle rack parking.

On Friday May 13, 2016 VHB staff attended a Coffee with a Cop event at Johnny's Gone Fishing. The project team discussed the purpose of the project with Town Police, County Sheriffs, and residents. Links to the online survey were provided to attendees, some of whom completed the survey from the coffee shop.

On Thursday May 26, 2016 VHB staff was added to the agenda for a regularly scheduled Carrboro Business Alliance Meeting and discussed the project objectives with downtown business owners. VHB relayed a list of questions relating to parking challenges, loading zones, employee parking, and customer parking to Annette Stone, Economic and Community Development Director, for distribution. VHB provided contact information and left business cards for further discussion opportunities.

On Thursday June 16, 2016 the project team hosted a Mid-Point Public Meeting to present additional parking counts obtained during April, and compared results with the January counts. Findings are discussed below. The project team also presented some potential management strategies that could help balance future parking demand, and asked attendees to vote on the strategies that they believed would have the most beneficial outcome. Feedback indicated that (a) shared parking agreements between private land owners, and (b) improved signage were the preferred options to have a significant impact on parking.

General public feedback themes thus far have included:

- Wayfinding signage would help identify the smaller, lesser-known, public parking areas.

- 2-hour time limited parking could be more frequently enforced to promote turnover. This should apply to high-demand areas in the center of town, and the Rosemary lot.
- Downtown employees and/or UNC students *are perceived as* most identifiable violators of 2-hour time limits. Data suggests that this group is likely 80-120 vehicles, much smaller than the public perception.
- Limiting barriers to biking, walking, and riding transit should be equally important as parking management, and likely less expensive than building or leasing additional parking lots.

## Existing Parking Supply

The **Town of Carrboro owns or leases 710 parking spaces in downtown**. Many of these spaces are signed as reserved for individual users, Town departments, visitors, ADA-needs, or other uses. What remains are 537 unrestricted public parking spaces within nine (9) parking lots/areas. These 173 reserved spaces (signage) may be one contributing factor to the misconception that there are "no places to park" in downtown.

There are 3,293 private parking spaces, which accounts for 82% of the 4,003 total parking spaces in Carrboro.

## Existing Parking Utilization

VHB staff performed parking occupancy counts throughout the day on the following dates:

- Thursday January 14, 2016
- Thursday April 21, 2016
- Saturday April 30, 2016

Thursday was determined to be the busiest day of a typical weekday, with public schools and UNC classes in session.

The April parking counts observed a **maximum of 2,122 parked cars during the 11 AM to 1 PM period**. For comparison, the January parking counts observed 93 fewer cars during this period. The Saturday parking counts peaked during the 6 PM to 9 PM period, at 1,561 parked cars, which is 561 fewer cars than the weekday lunchtime.

Since the Town does not have jurisdiction over the private parking lots, the study team examined the peak parking occupancy for only public and leased parking areas. As described above there are a total of 710 public parking spaces, some of which are reserved. The April parking counts observed a **maximum of 466 parked cars within public lots during the 6 PM to 9 PM period**. For comparison, the January parking counts observed 110 fewer cars during its weekday peak period (lunchtime). The Saturday parking counts also peaked during the 6 PM to 9 PM period with 457 parked cars, which is only 9 fewer cars than the Thursday maximum.

These parking counts of public-only areas have confirmed a few public comment perspectives:

1. The peak period for *only public parking lots* is the evening 6 PM to 9 PM period (466 cars, 66% full), despite the overall parking peak at lunchtime (2,122 cars, 53% full).
2. The Saturday peak period for *only public parking lots* is nearly identical to the weekday peak (457-466 cars).
3. The parking deck has 249 public parking spaces available on levels 1-3. The deck was observed between 20-40% occupancy for 10 of the 12 collection periods. The two busiest periods, however, occurred during the 6 PM to 9 PM period, where the study team observed 193 parked cars (78%) on Thursday evening and 184

parked cars (75%) on Saturday evening. This is likely the effect of an evening events, generating an additional 80-120 vehicles in the deck.

## Parking Turnover Analysis

In addition to parking occupancy counts, the project team collected hourly license plate information for all public parking areas between 8 AM and 5 PM to evaluate the typical length of stay. More than 2,600 license plates were collected during this 10 hour period. After removing duplicate plates a total of 813 unique plates remained, suggesting that **813 different cars were observed within the 710 public parking spaces** throughout the day.

A total of 476 cars (60% of total) were observed once or twice, suggesting that they parked for less than 2 hours. This group likely represents short-term visitors or customers, and 60% is a reasonably high percentage.

A smaller total of 151 cars (19% of total) were observed on seven (7) or more occasions. This group likely represents Town employees, Town departmental vehicles, downtown merchant employees, or UNC students. This group may appear to be a small minority, however **these 151 cars were occupying 48% of the "total occupied time"**, that is, these 151 cars accounted for 1,277 of the 2,646 total observed license plates, and effectively rendered these public parking spaces unavailable to customers. These 151 cars are also contributing to the public misconception that there is "no place to park" in downtown.

## Potential Parking Management Strategies

There are many parking management strategies that should be considered in the short-term. The success of these strategies will mitigate and/or delay the need to build additional public parking lots to meet future parking demand. Strategies are grouped into five (5) categories:

- Education: Increasing awareness of the locations of public parking lots, very short walk-times, and eliminating confusing or inconsistent signage.
- Encouragement: Incentives to promote turnover in high-demand areas, and guide employees to park in the low-demand parking areas for longer-term parking. This category may include paid parking options that incentivize turnover through cost.
- Enforcement: Provide a more frequent parking enforcement presence to promote voluntary compliance of the 2-hour time limit, without issuing parking citations or towing (last resort).
- Evaluation: Continual data collection of peak parking occupancy, turnover, and/or survey of parking behaviors. This category suggest that data should be more valuable to parking management than opinion.
- Engineering: Adding new parking spaces by optimizing existing lot layouts, building new spaces, adding on-street parking areas (traffic engineering required), or seeking shared parking lease agreements between private land owners.

There are many potential strategies that support the objectives of these categories. Not all strategies will be perfectly suited for Carrboro, and therefore it is **important that options are data-driven and support the needs of all users** (Town staff, business owners, customers).

Attendees of the mid-point public meeting voted for shared parking lease agreements (Engineering), signage improvements (Education), and increased enforcement efforts (Enforcement) as the most likely to significantly benefit parking in Carrboro.

# Town of Carrboro

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

## Agenda Item Abstract

## File Number: 16-202

**Agenda Date:** 6/21/2016 **File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

**TITLE:**
Revised Land Use Ordinance Text Amendments that would provide for a Site Specific, Flexible Zoning District

**PURPOSE:** The purpose of this item is for the Board of Aldermen to consider further revisions to the Land Use Ordinance amendments that would authorize the establishment of site specific, flexible zoning districts. A revised draft ordinance has been prepared.

**DEPARTMENT:** Planning Department

**CONTACT INFORMATION:** Christina Moon - 919-918-7325; Nick Herman - 919-929-3905; Patricia McGuire - 919-918-7327

**INFORMATION:** On April 26, 2016, the Board of Aldermen held a second public hearing to consider a draft ordinance that would authorize the Board to consider petitions to rezone property to a new zoning district category-a site specific, flexible zoning district (FLX). The Board directed staff to meet with the Northern Transition Area Advisory Commission (NTAAC) to discuss possible revisions to the ordinance that might address some of its concerns regarding the appropriate level of specificity.

The NTAAC met on two occasions: May 23rd and June 6th. During the first meeting, staff presented the board with a revised ordinance which contained new subsections designed to clarify the site specific planning study--the linchpin of the FLX district concept. Members reviewed the revised ordinance, asked questions and offered comments. In response to that discussion, staff added an additional sentence to the draft ordinance making it clear that the submittal requirements for a petition to rezone to the FLX district included a site plan. During the second meeting on June 6th, NTAAC members focused on the preparation of new comments, including recommendations for additional language (Attachment C); some of this additional language draws from the objectives outlined in Section 15-141.2 for the Village Mixed-Use District (VMU). Comments from the other advisory boards prepared for the April public hearing are also provided (Attachment D).

Unlike the VMU mechanism which dictates a specific type of development, the FLX district approach can be used to create different types of development programs so long as the project remains consistent with the outcome of the initial site specific planning study. Applications for the FLX district would follow a process in keeping with conditional zoning with additional opportunities for public input at the very beginning and at key intervals throughout, including all public meetings. Staff notes that every step of the process that would be

associated with this type of zoning district has not been specified in the ordinance itself, though several have been. Additional steps could be delineated in relation to a request for rezoning - i.e. at the time the Board of Aldermen decides on an initial request, and an outline of the review process that the staff, public, advisory board, and Board of Aldermen would follow could be prepared and approved.

**FISCAL & STAFF IMPACT:** Public hearings involve staff and public notice costs associated with advisory board and Board of Aldermen review.

**RECOMMENDATION:** Staff recommends that the Board of Aldermen consider the resolution finding consistency (Attachment A-1), and the draft ordinance (Attachment B).

A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE BOARD OF ALDERMEN'S REASONS FOR ADOPTING AN AMENDMENT TO THE TEXT OF THE CARRBORO LAND USE ORDINANCE

Draft Resolution No.

WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO PRVOIDE FOR A SITE SPECIFIC, FLEXIBLE ZONING DISTRICT.

NOW, THEREFORE, the Board of Aldermen of the Town of Carrboro Resolves:

Section 1. The Board concludes that the above described amendment is consistent with the Facilitated Small Area Plan for Carrboro's Northern Study Area and Carrboro Vision2020, particularly the provisions relating to floating zones, mixed-use developments and balanced and controlled growth with public input as described below:

**Goals and Objectives – Carrboro's Northern Study Area**

**1.3** Endorse the concept of a "floating zone" for future residential village developments in the Transition Area.

**1.6** Create a new business/office/assembly area that would allow certain types of light manufacturing, flex space, and office uses subject to performance standards.

**7.3** Develop a process for dialogue between developers and existing residents.

**7.4** New residential areas in the Study Area should be developed on a neighborhood-scale.

**8.1** Promote cluster and traditional style development, providing for neighborhood-scale commercial uses in residential areas, and developing pedestrian and bicycle networks, will all serve to foster a pedestrian scale community.

**Provisions in Vision 2020**

**2.0 DEVELOPMENT**

Carrboro's development should take place in a manner consistent with a set of adopted values. Growth should occur in a balanced fashion, and at a rate that does not jeopardized the values set forth by Vision 2020. The interests of all members of the community, including property owners, neighbors, and other interested citizens should be considered when making development decisions.

**2.5 Balanced and Controlled Growth**

**2.51** The town should support the implementation of our Small Area Plan.

**3.0 ECONOMIC DEVELOPMENT**

With the population of Carrboro expected to increase during the Vision 2020 period, additional commercial development should be anticipated both downtown and in peripheral areas.

**3.1 Nature of Development**

In the interest of environmental preservation, new commercial development must minimize negative environmental impact, it must emphasize appropriate buffers, and it must not compromise the integrity of established neighborhoods.

Section 2. The Board further concludes that the above described amendment is reasonable and in the public interest because it creates a process that allows rezonings to occur, only after significant public input including a site specific planning study by the Town to determine the most appropriate potential development options for the property.

Section 3. This resolution becomes effective upon adoption.

This the 21st day of June 2016

A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE BOARD OF ALDERMEN'S REASONS FOR REJECTING AN AMENDMENT TO THE TEXT OF THE CARRBORO LAND USE ORDINANCE

Draft Resolution No.

WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO PRVOIDE FOR A SITE SPECIFIC, FLEXIBLE ZONING DISTRICT.

NOW, THEREFORE, the Board of Aldermen of the Town of Carrboro Resolves:

Section 1. The Board concludes that the above described amendment is not consistent with Town plans and policies.

Section 2. The Board concludes that its rejection of the above described amendment is reasonable and in the public interest because existing regulations are appropriate.

Section 3. This resolution becomes effective upon adoption.

This the 21st day of June 2016.

AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO PROVIDE FOR A SITE SPECIFIC, FLEXIBLE ZONING DISTRICT

DRAFT 5-24-16

THE CARRBORO BOARD OF ALDERMEN ORDAINS:

Section 1. The Carrboro Land Use Ordinance is amended by adding a new Section 15-141.5 to read as follows:

**Section 15-141.5 Site Specific, Flexible Zoning District**

(a) A site specific, flexible zoning district (FLX) may be established in accordance with the provisions of this section. The purpose of such a district is to establish detailed standards for alternative possibilities for the development of a specific tract of land, thereby facilitating the development of that property according to the demands of the market, but in a way that is consistent with sound planning and the promotion of the public health, safety, and welfare.

(b) To be considered for FLX zoning, a tract must (i) be at least twenty-five acres in size, (ii) be under single ownership or control (i.e., the entire tract is owned or under contract or option to be purchased by a single individual or entity), (iii) be located adjacent to a major arterial such that, when developed, the principal entrance to such development will be from that arterial, and (iv) have been the subject of a site specific planning study by the Town to determine the most appropriate potential development options for such tract. As used herein, the term "site specific planning study" shall mean a collaborative programmatic and design study for the site performed either by, or with the participation of the Town and input from one or more workshops, which shall result in a narrative report and conceptual master plan describing in general terms how the site might be developed and how the conceptual master plan corresponds to and addresses applicable components of all town plans for the area, and applicable conditions.

(1) If the Town receives a request for FLX zoning for tract that has not been the subject of a site specific planning study as described in Subsection (b)(iv) above, the Planning Director shall present to the Board of Aldermen a proposal for undertaking such a study before accepting a formal application for the rezoning. If the Board of Aldermen accepts the proposal, the site specific planning study shall proceed as described in the following subsections, or as otherwise as directed by the Board.

a. The site specific planning study shall be structured as a charrette of a minimum of one day in duration, or more as determined by the Board.

b. The Town shall contract a design profession, with no ties to the applicant, to conduct the charrette. The Town may also contract with a qualified facilitator to oversee the charrette process and final reports prepared from the charrette process.

c. Participation shall include representatives from advisory boards, neighbors, members of the public.
d. Notice of the date of the charrette will be mailed to residents and property owners within 1000 feet of the subject property, published in the newspaper as well and any other means the Town deems suitable.

(2) Findings from the site specific planning study report, or narrative, and site plan(s) shall be presented to the Board of Aldermen. Subsequent requests for FLX zoning shall demonstrate compliance with the findings from the site specific planning study.

(3) If more than five years have elapsed since the findings from the site specific planning study were presented to the Board and the circumstances relating to the study have substantially changed, the Board may request an update to the study before accepting a request for FLX zoning. Examples of substantial changes in circumstances include but are not limited to: annexation, some or all of the tract has been subject to a rezoning, unrelated to the FLX district, that increases residential density or changes the types of uses, (i.e. residential to commercial), development on surrounding properties has changed the character or capacity of existing infrastructure.

(c) A FLX zoning district shall address the following:

(1) The types of uses that are permissible within the FLX district, along with a maximum (and if applicable, a minimum) percentage of the gross land area that will be devoted to each such use. The description of uses may be in reference to the use classification numbers set forth in the Table of Permissible Uses, or the uses may otherwise be described. The district regulations may also establish density or intensity limitations (expressed in terms of a maximum and/or, if applicable, a minimum number of dwelling units or square feet of building floor area, and applicable ratios, if any if different types of uses within the district).

(2) The dimensional restrictions (building height, minimum lot size, setbacks) that shall apply throughout the district. Different restrictions may apply to different portions of the district, depending on the uses located therein. The dimensional restrictions may be described by reference to those applicable within particular zoning districts, or otherwise.

(3) Any limitations on the areas within the district where particular types of uses may be allowed.

(4) Any architectural standards that will apply to all or designated portions of the district.

(5) Any limitations on the timing or sequence of development of various portions of the district.

(6) The location of entrances to and exits from the tract zoned FLX.

(7) The manner in which the development of the property will comply with the stormwater requirements set forth in Article XVI, Part II. All developed lots within the district shall be subject to these standards, regardless of the amount of land disturbance, but the FLX district may allow the necessary stormwater treatment facilities to be constructed to meet these standards on a lot by lot basis, or some other basis that provides effective and efficient treatment for all new construction.

(8) Any limitations on the location or design of parking lots and facilities.

(9) Specifications and standards for the internal circulation system serving vehicular and pedestrian traffic, including a statement as to whether such facilities will be dedicated to the Town.

(10) All infrastructure improvements proposed to be constructed in conjunction with the development of the property zoned FLX (including but not limited to improvements to adjoining streets) together with a schedule that links construction of such improvements to the development of the property.

(10A) A traffic impact analysis of the FLX zone, including a phase plan or schedule of improvements along with a description of thresholds to require improvements.

(11) The extent to which, and the manner in which, development within the tract zoned FLX will be required to meet the goals of Low Impact Design and or exceed the standards for LEED gold certification.

(d) Development of any lot within a FLX zoning district shall require a zoning permit (and a sign permit if applicable), but not a special or conditional use permit.

(e) All relevant provisions of the Land Use Ordinance shall apply except to the extent that such provisions are superseded by the provisions of this section or any FLX district established pursuant to this section. In the case of conflict, the provisions of this ordinance or of the specific FLX district ordinance for the tract shall apply.

(f) A text amendment establishing a FLX district as well as a map amendment applying such district to a particular tract shall be initiated and processed in accordance with the following provisions:

(1) The owner of property who wishes to have such property zoned FLX shall submit a written request to the Board of Aldermen, identifying the subject property and explaining why the property is a good candidate for FLX zoning. This written request shall include or attach (i) relevant documents (i.e. narrative, and site plan(s) and a list of proposed conditions which may be in the form of written statements, graphic illustrations, or any combination thereof) that describe the results of the site specific planning process referred to in subsection (b)(iv) above, and (ii) an explanation as

to why and how the proposed district is consistent with the Northern Study Area Plan, or if the property is not located within the NSA, such other plans or policies as may be applicable. The Board may, in its discretion, summarily deny the request or direct the town attorney and planning staff to work with the property owner to develop an ordinance pursuant to this section that establishes an appropriate FLX district and that applies this district to such property.

(2) Once an ordinance has been drafted as provided in subdivision (f)(1), such ordinance shall be processed in accordance with the provisions of Article XX of this chapter applicable to ordinance amendments initiated by the town administration, except that (i) a preliminary draft of the ordinance, including a concept plan shall be presented to the advisory boards prior to the ordinance being referred to the Board of Aldermen to establish a date for the legally required public hearing on the ordinance; (ii) at the time the Board of Aldermen directs that an ordinance be drafted in accordance with subsection (f)(1) above, the Board may establish such additional processes as deemed necessary to ensure that the public has an adequate opportunity for input into the proposed FLX district, and (iii) no property shall be rezoned FLX without the consent of the property owner (which consent may be withdrawn at any time before the adoption of the ordinance establishing the FLX district). The text and the map amendment may be processed simultaneously.

(3) Amendments to a FLX district shall be initiated and processed in the same manner as the initial ordinance, except that, if the planning staff determines that a proposed amendment has no substantial impact on neighboring properties, the general public, or those intended to occupy the site zoned FLX, the staff may forward the requested amendment to the Board as provided in subsection 15-321(c)(2). In such case, the Board may (i) decline to call for a public hearing on the proposed amendment, thereby rejecting it; (ii) establish a date for a public hearing on the proposed amendment in accordance with the procedures applicable to any other zoning amendment; or (iii) direct that additional processes be followed to obtain additional public input on the proposal before setting a date for the legally required public hearing.

(g) Property within a FLX district may be subdivided according to the provisions of this chapter applicable to minor subdivisions, even if such subdivision involves the creation of more than a total of four lots or the creation of a new public street.

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO PROVIDE FOR A SITE SPECIFIC, FLEXIBLE ZONING DISTRICT

DRAFT 5-12-16 ***Revisions NTAAC 6-12-2016***

***Please note it's the NTAAC's understanding that the town attorney is making additional revisions to FLX. As of 6/12/2016 the NTAAC has not seen or been notified of these changes. Amy Jeroloman, Chair NTAAC***

THE CARRBORO BOARD OF ALDERMEN ORDAINS:

Section 1. The Carrboro Land Use Ordinance is amended by adding a new Section 15-141.5 to read as follows:

**Section 15-141.5 Site Specific, Flexible Zoning District**

*a)* (a) A site specific, flexible zoning district (FLX) may be established in accordance with the provisions of this section. The purpose of such a district is to establish detailed standards for alternative possibilities for the development of a specific tract of land, thereby facilitating the development of that property according to the demands of the market, but in a way that is consistent with sound planning and the promotion of the public health, safety, and welfare.*: The applicant for rezoning to this district must demonstrate that its planning, design and development will achieve, but not necessarily be limited to, all of the following specific objectives*

1. ***The preservation of open space, scenic vistas, agricultural lands and natural resources within the Town of Carrboro and its planning jurisdiction and to minimize the potential for conflict between such areas and other land uses;***

2. ***The creation of a distinct physical settlement surrounded by a protected landscape of generally open land used for agricultural, forest, recreational and environmental protection purposes.***

3. ***Dwellings, shops, and workplaces generally located in close proximity to each other, the scale of which accommodates and promotes pedestrian travel for trips within the community.***

4. ***Modestly sized buildings fronting on, and aligned with, streets in a disciplined manner.***

5. ***A generally rectilinear pattern of streets, alleys and blocks reflecting the street network in existing small communities which provides for a balanced mix of pedestrians and automobiles.***

6. ***Squares greens, landscaped streets and parks woven into street and block patterns to provide space for social activity, parks and visual enjoyment.***

7. ***Provision of buildings for civic assembly or for other common purposes that act as visual landmarks and symbols of identity within the community.***

8. ***A recognizable, functionally diverse, but visually unified development focused on a community building green or square.***

9. ***Development of a size and scale, which accommodates and promotes pedestrian travel rather than motor vehicle trips within the community.***

10. ***Compliance with the policies embodied in this chapter for the development of a community mixed use.***

(b) To be considered for FLX zoning, a tract must (i) be at least twenty-five acres in size, (ii) be under single ownership or control (i.e., the entire tract is owned or under contract or option to be purchased by a single individual or entity), (iii) be located adjacent to a major arterial such that, when developed, the principal entrance to such development will be from that arterial, and (iv) have been the subject of a site specific planning study by the Town to determine the most appropriate potential development options for such tract. As used herein, the term "site specific planning study" shall mean a collaborative programmatic and design study for the site performed either by, or with the participation of the Town and input from one or more workshops, which shall result in a narrative report and conceptual master plan describing in ***specific terms*** how the site might be developed and how the conceptual master plan corresponds to and addresses ~~***applicable***~~ components of all town plans for the area, ***all regulations in the Land Use Ordinance*** and ***any other*** applicable conditions.

(1) If the Town receives a request for FLX zoning for tract that has not been the subject of a site specific planning study as described in Subsection (b)(iv) above, the Planning Director shall present to the Board of Aldermen a proposal for undertaking such a study before accepting a formal application for the rezoning. If the Board of Aldermen accepts the proposal, the site specific planning study shall proceed as described in the following subsections, or as otherwise as directed by the Board.

a. The site specific planning study shall be structured as a charrette of a minimum of one day in duration, or more as determined by the Board.

b. The Town shall contract a design profession, with no ties to the applicant, ***or the town*** to conduct the charrette. The Town ***shall*** ~~***may***~~ also contract with a qualified facilitator to oversee the charrette process and final reports prepared from the charrette process.

c. Participation shall include representatives from advisory boards, neighbors, ***and*** members of the public.

d. Notice of the date of the charrette will be mailed to residents and property owners within 1000 feet of the subject property, published in the newspaper as well and any other means the Town deems suitable, ***within sixty days of the planned charrette.***

(2) The site specific planning study report, narrative and ***conceptual master*** site plan(s) shall be presented ***to and reviewed by*** the Board of Aldermen ***at a public hearing allowing input from those participating in the charrette and the general public. These above-referenced items shall be presented to and reviewed by town advisory boards, including the Northern Transition Area Advisory Committee (NTAAC). Said Advisory Boards and Committee shall advise the Board of Aldermen and comment on whether the proposed amendment is consistent with the Land Use Ordinance, Thoroughfare Plan, Northern Study/Transition Area Plan or other applicable plans***

***officially adopted by the Board of Aldermen. Any*** ~~***Subsequent***~~ requests for FLX zoning shall ***address and reflect*** ~~***the programmatic design and building elements from***~~ the site specific planning study ***report, narrative and conceptual master site plan(s) produced by the charrette.***

(3) If more than five years have elapsed since the site specific planning study was presented to the Board and the circumstances relating to the study have substantially changed, *the* ~~***Board***~~ ***town staff shall provide*** an update to the study ***to the Board of Aldermen*** before accepting a request for FLX zoning. Examples of substantial changes in circumstances include but are not limited to: annexation, some or all of the tract has been subject to a rezoning, unrelated to the FLX district, that increases residential density or changes the types of uses, (i.e. residential to commercial), development on surrounding properties has changed the character or capacity of existing infrastructure.

(c) A FLX zoning district shall address the following:

(1) The types of uses that are permissible within the FLX district, along with a maximum (and if applicable, a minimum) percentage of the gross land area that will be devoted to each such use. The description of uses may be in reference to the use classification numbers set forth in the Table of Permissible Uses, or the uses may otherwise be described. The district regulations may also establish density or intensity limitations (expressed in terms of a maximum and/or, if applicable, a minimum number of dwelling units or square feet of building floor area, and applicable ratios, if any if different types of uses within the district).

(2) The dimensional restrictions (building height, minimum lot size, setbacks) that shall apply throughout the district. Different restrictions may apply to different portions of the district, depending on the uses located therein. The dimensional restrictions may be described by reference to those applicable within particular zoning districts, or otherwise.

(3) Any limitations on the areas within the district where particular types of uses may be allowed.

(4) Any architectural standards that will apply to all or designated portions of the district.

(5) Any limitations on the timing or sequence of development of various portions of the district.

(6) The location of entrances to and exits from the tract zoned FLX.

(7) The manner in which the development of the property will comply with the stormwater requirements set forth in Article XVI, Parts ***I (Flood Damage Prevention),*** II ***(Drainage, Erosion Control, Storm Water Management, and III (Water Quality Buffers***). All developed lots within the district shall be subject to these standards, regardless of the amount of land disturbance. ~~***but the FLX district may allow the necessary stormwater treatment facilities to be constructed to meet these standards on a lot by lot basis, or some other basis that provides effective and efficient treatment for all new construction.***~~

(8) ***The manner in which the development of the property will comply with the***

***requirements in Article VIII as to the location and design of parking lots and facilities.***

***(9) The manner in which the development of the property will comply with the requirements regarding Non-Residential Performance Standards in Article XI*** ~~***. Any limitations on the location or design of parking lots and facilities.***~~

***(10) The manner in which the development of the property will comply with the requirements regarding Water and Waste Water as well as Outdoor Lighting in Article XV.***

***(11) The manner in which the development of the property will comply with the requirements of Article XIII for Recreational Facilities and Open Space.***

***(12) The manner in which the development of the property will comply with the requirements in Article XIV for Streets and Sidewalks.***

***(13) The manner in which the development of the property will comply with the requirements in Article XIX Screening and Trees.***

***(14) The manner in which the development of the property will comply with the requirements in Article X Permissible Uses.***

***(15) The manner in which the development will comply with the requirements regarding Architectural Standards in Section 15-177 in Article XI.***

(16) Specifications and standards for the internal circulation system serving vehicular and pedestrian traffic, including a statement as to whether such facilities will be dedicated to the Town.

(17) All infrastructure improvements proposed to be constructed in conjunction with the development of the property zoned FLX (including but not limited to improvements to adjoining streets) together with a schedule that links construction of such improvements to the development of the property.

(18) A traffic impact analysis of the FLX zone, including a phase plan or schedule of improvements along with a description of thresholds to requirement improvements; ***and the manner in which the zoning will mitigate any traffic impacts in the area to be zoned, including but not limited to how any development in the zone will connect with adjacent neighborhoods.***

(19) The extent to which, and the manner in which, development within the tract zoned FLX will be required to meet the goals of Low Impact Design and or exceed the standards for LEED gold certification.

(d) Development of any lot within a FLX zoning district shall require a zoning permit (and a sign permit if applicable). ***The Board of Aldermen shall retain the right in its discretion to require a special or conditional use permit for development of any lot within a FLX zoning district*** ~~*but not a special or conditional use permit.*~~

(e) All ~~***relevant***~~ other provisions of the Land Use Ordinance not herein described shall apply. ~~***except to the extent that such provisions are superseded by the provisions of this section or any FLX district established pursuant to this section. In the case of conflict, the provisions of this ordinance or of the specific FLX district ordinance for the tract shall***~~

~~*apply*~~**.**

(f) A text amendment establishing a FLX district as well as a map amendment applying such district to a particular tract shall be initiated and processed in accordance with the following provisions:

***(1) Any text amendment or map amendment shall conform to and be processed in accordance with the requirements of Article XX of the Land Use Ordinance, including but not limited to review of any such requests by the Planning Board, Appearance Commission, Transportation Committee, Environmental Advisory Board and the Northern Transition Area Advisory Committee prior to any public hearing.***

(2~~1~~) The owner of property who wishes to have such property zoned FLX shall submit a written request to the Board of Aldermen, identifying the subject property and explaining why the property is a good candidate for FLX zoning. This written request shall include or attach (i) relevant documents that describe the results of the site specific planning process referred to in subsection (b)(iv) above, and (ii) an explanation as to why and how the proposed district is consistent with the Northern ***Transition***/Study Area Plan, ***if the property is located within the NT/SA,*** ~~***or if the property is not located within the NSA***~~***, and the town's Land Use Ordinance, or if the property is not located in the NT/SA, is consistent with the town's Land Use Ordinance, and whether located in or outside the NT/SA, is*** consistent with such other plans or policies as may ~~be~~ applicable. The Board may, in its discretion, summarily deny the request or direct the town attorney and planning staff to work with the property owner to develop an ordinance pursuant to this section that establishes an appropriate FLX district and that applies this district to such property.

(3~~2~~) Once an ordinance has been drafted as provided in subdivision (f)(1), such ordinance shall be processed in accordance with the provisions of Article XX of this chapter applicable to ordinance amendments initiated by the town administration, except that (i) a preliminary draft of the ordinance, including ***a site specific plan*** ~~***concept plan***~~ ***s***hall be presented to the advisory boards, ***including but not limited to the NTAAC and Environmental Advisory Board,*** prior to the ordinance being referred to the Board of Aldermen to establish a date for the legally required public hearing on the ordinance; (ii) at the time the Board of Aldermen directs that an ordinance be drafted in accordance with subsection (f)(1) above, the Board may establish such additional processes as deemed necessary to ensure that the public has an adequate opportunity for input into the proposed FLX district, and (iii) no property shall be rezoned FLX without the consent of the property owner (which consent may be withdrawn at any time before the adoption of the ordinance establishing the FLX district). The text and the map amendment may be processed simultaneously.

(4~~3~~) Amendments to a FLX district shall be initiated and processed in the same manner as the initial ordinance, except that, if the planning staff determines that a proposed amendment has no substantial impact on neighboring properties, the general public, or those intended to occupy the site zoned FLX, the staff may forward the requested amendment to the Board as provided in subsection 15-321(c)(2). In such case, the Board may (i) decline to call for a public hearing on the proposed amendment, thereby rejecting it; (ii) establish a date for a public hearing on the proposed amendment in accordance with the procedures applicable to any other zoning amendment; or (iii) direct that additional processes be

followed to obtain additional public input on the proposal before setting a date for the legally required public hearing.

(g) Property within a FLX district ***shall*** ~~***may***~~ be subdivided according to the provisions of ***Article IV of the Land Use Ordinance*** ~~***this chapter***~~ applicable to ***major*** ~~***minor***~~ subdivisions ***where the subdivision involves the creation of more than a total of four lots or the creation of a new public street. The Board of Aldermen shall have final plat approval before a plat is recorded.*** ~~***even if such subdivision involves the creation of more than a total of four lots or the creation of a new public street.***~~

***(h) Any development proposed for an approved FLX district shall be required to apply for and obtain a zoning permit required by Article IV subject to a public hearing before the Board of Aldermen for approval. Applications for a zoning permit and requirements of the applicant shall be regulated by and be in compliance with the Land Use Ordinance, and with all sections of Article IV applying to zoning permits including but not limited to Section 15-49, as well as the Land Use Ordinance's requirements listed in Appendices A through H. Prior to issuance of any rezoning permit, the town staff shall present a report to the Board of Aldermen that describes specifically how the applicant's development meets each of the requirements of the applicable FLEX zone,Article IV and the Land Use Ordinance .***

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Section 2. ~~***All provisions of any town ordinance in conflict with this ordinance are repealed.***~~ Section 3. This ordinance shall become effective upon adoption.

# TOWN OF CARRBORO

## Planning Board

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

# RECOMMENDATION

**APRIL 21, 2016**

## LAND USE ORDINANCE TEXT AMENDMENTS TO PROVIDE FOR A NEW SITE SPECIFIC, FLEXIBLE ZONING DISTRICT

Motion was made by Whittemore and seconded by Tiemann that the Planning Board recommends that the Board of Aldermen approve the draft ordinance with the following alteration: to add to Section 15-141.5 (b) a requirement that a tract must be subject to a Small Area Plan. We see this as a potential tool for the downtown and other areas where a twenty-five acre minimum may not be appropriate.

**VOTE:**
AYES: (8) Adamson, Cohen, Rosser, Foushee, Haggerty, Pendergrass, Tiemann, Whittemore
ABSENT/EXCUSED: (1) Clinton
NOES: (1) Poulton
ABSTENTIONS: (1) Hunt

Associated Findings

By a unanimous show of hands, the Planning Board membership also indicated that no members have any financial interests that would pose a conflict of interest to the adoption of this amendment.

Motion was made by Whittemore and seconded by Tiemann that the Planning Board of the Town of Carrboro finds the proposed text amendment is consistent with the Facilitated Small Area Plan for Carrboro's Northern Study Area and Carrboro Vision 2020, particularly the following provisions:

**Goals and Objectives – Carrboro's Northern Study Area**

**1.3** Endorse the concept of a "floating zone" for future residential village developments in the Transition Area.

**1.6** Create a new business/office/assembly area that would allow certain types of light manufacturing, flex space, and office uses subject to performance standards.

**7.3** Develop a process for dialogue between developers and existing residents.

**7.4** New residential areas in the Study Area should be developed on a neighborhood-scale.

**8.1** Promote cluster and traditional style development, providing for neighborhood-scale commercial uses in residential areas, and developing pedestrian and bicycle networks, will all serve to foster a pedestrian scale community.

**Provisions in Vision 2020**

**2.0 DEVELOPMENT**
Carrboro's development should take place in a manner consistent with a set of adopted values. Growth should occur in a balanced fashion, and at a rate that does not jeopardized the values set forth by Vision 2020. The interests of all members of the community, including property owners, neighbors, and other interested citizens should be considered when making development decisions.

**2.5 Balanced and Controlled Growth**
**2.51** The town should support the implementation of our Small Area Plan.

**3.0 ECONOMIC DEVELOPMENT**
With the population of Carrboro expected to increase during the Vision 2020 period, additional commercial development should be anticipated both downtown and in peripheral areas.

**3.1 Nature of Development**
In the interest of environmental preservation, new commercial development must minimize negative environmental impact, it must emphasize appropriate buffers, and it must not compromise the integrity of established neighborhoods.

The Planning Board furthermore finds that the above described amendment is reasonable and in the public interest because it creates a process that allows rezonings to occur, only after significant public input including a site specific planning study by the Town to determine the most appropriate potential development options for the property.

**VOTE:**
AYES: (8) Adamson, Cohen, Rosser, Foushee, Haggerty, Pendergrass, Tiemann, Whittemore
ABSENT/EXCUSED: (1) Clinton
NOES: (1) Poulton
ABSTENTIONS: (1) Hunt

Cathi Ann 4/21/2016
(Chair) (Date)

# TOWN OF CARRBORO

## Economic Sustainability Commission

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

# RECOMMENDATION

**APRIL 7, 2016**

## LAND USE ORDINANCE TEXT AMENDMENTS TO PROVIDE FOR A NEW SITE SPECIFIC, FLEXIBLE ZONING DISTRICT

Motion was made by Matt Neal and seconded by Shelia Walsh Reedy that the ESC recommends that the Board of Aldermen approve the draft ordinance.

**VOTE:**
AYES: (7 )
ABSENT/EXCUSED: (2 )
NOES: (0 )
ABSTENTIONS: (0 )

Associated Findings

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

Motion was made by Bill Thompson and seconded by Terri Turner that the ESC of the Town of Carrboro finds the proposed text amendment consistent with the Facilitated Small Area Plan for Carrboro's Northern Study Area and Carrboro Vision 2020, particularly the following provisions:

**Goals and Objectives – Carrboro's Northern Study Area**

**1.3** Endorse the concept of a "floating zone" for future residential village developments in the Transition Area.

**1.6** Create a new business/office/assembly area that would allow certain types of light manufacturing, flex space, and office uses subject to performance standards.

**7.3** Develop a process for dialogue between developers and existing residents.

**7.4** New residential areas in the Study Area should be developed on a neighborhood-scale.

**8.1** Promote cluster and traditional style development, providing for neighborhood-scale commercial uses in residential areas, and developing pedestrian and bicycle networks, will all serve to foster a pedestrian scale community.

**Provisions in Vision 2020**

**2.0 DEVELOPMENT**

Carrboro's development should take place in a manner consistent with a set of adopted values. Growth should occur in a balanced fashion, and at a rate that does not jeopardized the values set forth by Vision 2020. The interests of all members of the community, including property owners, neighbors, and other interested citizens should be considered when making development decisions.

**2.5 Balanced and Controlled Growth**

**2.51** The town should support the implementation of our Small Area Plan.

**3.0 ECONOMIC DEVELOPMENT**

With the population of Carrboro expected to increase during the Vision 2020 period, additional commercial development should be anticipated both downtown and in peripheral areas.

**3.1 Nature of Development**

In the interest of environmental preservation, new commercial development must minimize negative environmental impact, it must emphasize appropriate buffers, and it must not compromise the integrity of established neighborhoods.

The ESC furthermore finds that the above described amendment is reasonable and in the public interest because it creates a process that allows rezonings to occur, only after significant public input including a site specific planning study by the Town to determine the most appropriate potential development options for the property.

Further, the ESC recommends that public transit be considered an important part of planning for FLEX districts.

**VOTE:**
AYES: (7)
ABSENT/EXCUSED: (2)
NOES: (0)
ABSTENTIONS: (0)

April 21, 2016

(Chair) (Date)

# TOWN OF CARRBORO

## Environmental Advisory Board

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

# RECOMMENDATION

**APRIL 21, 2016**

## LAND USE ORDINANCE TEXT AMENDMENTS TO PROVIDE FOR A NEW SITE SPECIFIC, FLEXIBLE ZONING DISTRICT

Motion was made by Turner and seconded by Perera that the EAB has concluded in principle that the draft amendment is acceptable. However, the EAB recommends that the draft ordinance provides the EAB with the same level of review as the EAB currently has with development review, and that the public continue to have the opportunity to review a detailed site plan. Our concerns are: 1) that the EAB get detailed enough plans that the EAB can perform its duties and perform a comprehensive and detailed environmental review and provide recommendations to the Board of Aldermen, as most of the work the EAB performs is based on detailed plans, and 2) that we seek more clarity on when in the process sufficient detail be made available to perform this review.

**VOTE:**
AYES: (O'Connor, Patrick, Perera, Sinclair, Turner)
ABSENT/EXCUSED: (Crook, Hoban)
NOES: ( )
ABSTENTIONS: ( )

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 the adoption of this amendment.

Motion was made by O'Connor and seconded by Patrick that the EAB of the Town of Carrboro finds the proposed text amendment is consistent with Carrboro Vision 2020, particularly the following provisions:

**Provisions in Vision 2020**

**2.0 DEVELOPMENT**

Carrboro's development should take place in a manner consistent with a set of adopted values. Growth should occur in a balanced fashion, and at a rate that does not

jeopardized the values set forth by Vision 2020. The interests of all members of the community, including property owners, neighbors, and other interested citizens should be considered when making development decisions.

**2.5 Balanced and Controlled Growth**

**2.51** The town should support the implementation of our Small Area Plan.

**3.0 ECONOMIC DEVELOPMENT**

With the population of Carrboro expected to increase during the Vision 2020 period, additional commercial development should be anticipated both downtown and in peripheral areas.

**3.1 Nature of Development**

In the interest of environmental preservation, new commercial development must minimize negative environmental impact, it must emphasize appropriate buffers, and it must not compromise the integrity of established neighborhoods.

**VOTE:**
AYES: (O'Connor, Patrick, Perera, Sinclair, Turner)
ABSENT/EXCUSED: (Crook, Hoban)
NOES:
ABSTENTIONS:

for (Chair) 4/22/2016 (Date)

# TOWN OF CARRBORO

## Northern Transition Area Advisory Committee

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

# RECOMMENDATION

**APRIL 7, 2016**

## LAND USE ORDINANCE TEXT AMENDMENTS TO PROVIDE FOR A NEW SITE SPECIFIC, FLEXIBLE ZONING DISTRICT

Motion was made by Moore and seconded by Vrana that the NTAAC recommends that the Board of Aldermen deny the draft ordinance.

**VOTE:**
AYES: 4
ABSENT/EXCUSED: 0
NOES: 0
ABSTENTIONS: 0

Associated Findings

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

Motion was made by Vrana and seconded by Bryan that the NTAAC of the Town of Carrboro finds the proposed text amendment in consistent with the Facilitated Small Area Plan for Carrboro's Northern Study Area and Carrboro Vision 2020, particularly the following provisions:

**Goals and Objectives – Carrboro's Northern Study Area**

**1.3** Endorse the concept of a "floating zone" for future residential village developments in the Transition Area.

**1.6** Create a new business/office/assembly area that would allow certain types of light manufacturing, flex space, and office uses subject to performance standards.

**7.3** Develop a process for dialogue between developers and existing residents.

**7.4** New residential areas in the Study Area should be developed on a neighborhood-scale.

**8.1** Promote cluster and traditional style development, providing for neighborhood-scale commercial uses in residential areas, and developing pedestrian and bicycle networks, will all serve to foster a pedestrian scale community.

**Provisions in Vision 2020**

**2.0 DEVELOPMENT**

Carrboro's development should take place in a manner consistent with a set of adopted values. Growth should occur in a balanced fashion, and at a rate that does not jeopardized the values set forth by Vision 2020. The interests of all members of the community, including property owners, neighbors, and other interested citizens should be considered when making development decisions.

**2.5 Balanced and Controlled Growth**

**2.51** The town should support the implementation of our Small Area Plan.

**3.0 ECONOMIC DEVELOPMENT**

With the population of Carrboro expected to increase during the Vision 2020 period, additional commercial development should be anticipated both downtown and in peripheral areas.

**3.1 Nature of Development**

In the interest of environmental preservation, new commercial development must minimize negative environmental impact, it must emphasize appropriate buffers, and it must not compromise the integrity of established neighborhoods.

The NTAAC furthermore does not find that the above described amendment is reasonable and in the public interest because it creates a process that allows rezonings to occur, only after significant public input including a site specific planning study by the Town to determine the most appropriate potential development options for the property.

**VOTE:**
AYES: 4
ABSENT/EXCUSED: 0
NOES: 0
ABSTENTIONS: 0

(for Amy Jeroloman, chair) on April 22, 2016.

# NTAAC Recommendations FLX 4-21-2016

**Committee Members:** Amy Jeroloman, Jeanette Moore, Jay Bryan, Anahid Vrana

The Northern Transition Area Advisory Committee (NTAAC) has advised the Carrboro Board of Alderman to NOT adopt the ordinance amending "Carrboro Land Use Ordinance to Provide for a Site Specific Flexible Zoning District"

The NTAAC is not in favor of this ordinance because it falls short of legally enforceable specificity. Multiple examples of these short falls are listed in documents to follow.

The FLX zoning proposal eliminates the Conditional Use Process (CUP) and by doing so a specific list of performance standards as currently required by the Land Use Ordinance cannot be legally ensured in this rezoning proposal. Carrboro Aldermen have spent decades ensuring these specific safeguards are adequately defined in their zoning process. The NTAAC recommends the same level of specific scrutiny and community vision be afforded the Northern Transition Area and its neighborhoods and residents.

The NTAAC has offered detailed comments addressing their concerns on the FLX ordinance document as it is currently being proposed. (See the documents listed below and to follow.)

The NTAAC is presenting an alternative amendment which incorporates the omissions its members believe exist in the current FLX zoning proposal. This new amendment is called FLX Community Building Mixed Use Zoning District (FLXCBMU).

The NTAAC believes this new amendment safeguards the development of the area by incorporating a site specific and master plan vision as directed by community residents and the Town of Carrboro.

Thank you for your time and consideration of our concerns. Sincerely, Amy Jeroloman, Chair NTAAC

**Section 1st**

• 4-7-2916 NTAAC 5 points about FLX with the sample language at the end (Handed out at 4/7/2016 Joint review 'NTAAC Comments FLX Zoning')
• 1-15-2016 NTAAC's Interpretation of the Proposed FLX Rezoning Workflow (Handed to BoA on 2/16/2016)
• 10-13-2015 NTAAC's Public Hearing Comments RE) Proposed FLX Rezoning
• 11-3-2015 NTAAC Vision 2020 Revisited Recommendations & NTA Major milestones

**Section 2:**

• Signed copy of the Town of Carrboro's Land Use Ordinance Amendment Request.
• Attachment A – The justifications for the changes (Attachment "A" to Town of Carrboro's Land Use Ordinance Amendment Request) and 4-7-2016 NTAAC's Proposed Flexible Community Building Zoning District (FLXCBMU)

**Section 3**:

• 11-4-2014 Report & Recommendations of NTAAC to BoA on Proposed Mixed Use Rural –Transition Zoning District

4/7/2016 NTAAC (Northern Transitional Area Committee) offers the following comments concerning FLX Zoning.



1) *The current version of the FLX Zoning Ordinance continues to lack specificity to establish performance standards. The NTAAC believes performance standards are necessary if the safe guards of the CUP (Conditional Use Permit) process are removed. (See examples on the following pages.)*

2) *The current version of the FLX Zoning Ordinance also lacks specificity to define and guide the site specific study. The NTAAC recommends that this be a charrette process with facilitation and notification of the public clearly defined. Guidelines will help ensure that the facilitator is qualified, the process can result in a high quality product, there will be outreach to area residents and appropriate follow up with the participants. (The majority of NTA residents do not live in areas with homeowner associations or neighborhood watches, and most residential areas lack density all which makes it challenging to communicate any public hearing or notice of a site specific planning event in order to obtain public input and notification for this rural audience.)*

3) *The NTAAC is concerned that the site specific study and its report be recent and therefore recommends the following language for any study that is more than 5 years old and if consensus is not achieved between the public and the FLX applicant/developer. In addition, traffic issues and congestion impacts the quality of every citizen's life. That being said, old Hwy 86 continues to have structural constrains that remained unaddressed by DOT, yet the current FLX zoning and checklist fails to mention any traffic mediation.*

4) *The NTAAC recommends that the language of the FLX checklist be incorporated into the ordinance so that is can be used as a measureable performance standard.*

5) *The NTAAC recommends clearly defining the participation of the Advisory Boards in the FLX review.*

1) *Here are some examples of the language about <u>character aspects we (the NTAAC) are recommending to establish performance standards:</u>*

- The preservation of open space, scenic vistas, agricultural lands and natural resources within the Town of Carrboro and its planning jurisdiction and to minimize the potential for conflict between such areas and other land uses;
- The creation of a distinct physical settlement surrounded by a protected landscape of generally open land used for agricultural, forest, recreational and environmental protection purposes.
- Dwellings, shops, and workplaces generally located in close proximity to each other, the scale of which accommodates and promotes pedestrian travel for trips within the development.
- Modestly sized buildings fronting on, and aligned with, streets in a disciplined manner.
- A generally rectilinear pattern of streets, alleys and blocks reflecting the street network in existing small villages which provides for a balanced mix of pedestrians and automobiles.
- Squares greens, landscaped streets and parks woven into street and block patterns to provide space for social activity, parks and visual enjoyment.
- Provision of buildings for civic assembly or for other common purposes that act as visual landmarks and symbols of identity within the community.
- A recognizable, functionally diverse, but visually unified development focused on a neighborhood green or square.
- Development of a size and scale, which accommodates and promotes pedestrian travel rather than motor vehicle trips within the development.
- The preservation of open space, scenic vistas, agricultural lands and natural resources within the Town of Carrboro and its planning jurisdiction and to minimize the potential for conflict between such areas and other land uses;
- The creation of a distinct physical settlement surrounded by a protected landscape of generally open land used for agricultural, forest, recreational and environmental protection purposes.

***2)*** *Here are some examples of the language to define and guide the site specific study, and to notify a rural audience:*

- term "site specific planning study" shall be established as follows:
- The study shall be structured as a charrette of a minimum of one to two days duration or more as determined by the facilitator and a committee comprised of the chair or designee of the Northern Transition Areas Advisory Committee, chair or designee of the Planning Board, and a member of the town staff;
- term "site specific planning study" shall be established as follows:
- The study shall be structured as a charrette of a minimum of one to two days duration or more as determined by the facilitator and a committee comprised of the chair or designee of the Northern Transition Areas Advisory Committee, chair or designee of the Planning Board, and a member of the town staff;
- The charrette shall be conducted and managed by a qualified facilitator (from the Dispute Settlement Center of Orange County) with no ties to the town, any developer, the applicant, the owner of the property being studied, or the development community;
- The facilitator shall be recommended to the Board of Aldermen for approval by the aforementioned committee;
- The agenda for the charrette shall be established by the aforementioned committee and the facilitator; and shall include background information about the site from the town as to soils, wetlands and other environmental constraints, current zoning and uses, etc. in sufficient detail so that the participations can review and discuss proposed FLX development. This background shall be presented at the first day of the charrette and any concerns or issues about any proposed FLX development shall be addressed in the second day of the charrette. The results of the charrette shall be the foundation of a Master Plan (the formal development concept plan) which shall be submitted with the application for FLX zoning district.
- A minimum of sixty (60) day notice shall be given by Town staff to all residents in the Northern Study Area and the town of Carrboro in accordance with the provisions of the Town's Land Use Ordinance, and at a minimum to all residents living within one thousand (1000) feet of the tract being studied, and to the homeowners' associations of any subdivisions located within two miles of the tract being studied;
- The facilitator shall be responsible for preparing a final report of the results of the charrette including but not limited to the requirements of the check list;
- In a public meeting properly noticed, attendees to the charrette shall be allowed the opportunity for input into the draft of the facilitator's report before its distribution and finalization.

***3)*** *Here are some examples of the language to address a study that is more than 5 years old, if consensus is not achieved between the public and the FLX applicant/developer, and traffic issues:*

- The original site specific study participants shall be contacted and the updated master plan (the formal development concept plan) provided along with a summary of the changes/revisions that have occurred since the site specific study was conducted. This summary shall include but not be limited to any other adjacent developments, the objectives, concerns of the participants and adjacent neighborhoods, and how FLX district would fulfill these concerns. (For example, the planning study participants expressed overwhelming support for transit connections and internal pedestrian networks, the proposed FLX District, could include transit stops with shelters along both arterials access roads and a series of paved pedestrian paths that link to the main meandering boulevard. These features are shown on the accompanying master plan.)
- The updated master plan shall be made available to the public for a minimum of sixty 60 days. The original site specific study participants and the public shall be able to provide comments/feedback on the updated master plan during this 60 day period. These comments and or concerns must be included and addressed in the FLX application and made available to the public.
- A recent (within 3 years) traffic study and a traffic impact analysis shall be included. The master plan must demonstrate how the project will mitigate any traffic impacts in the area, including but not limited to how the project will connect to adjacent neighborhoods.

***4)*** *Here are some examples of how to <u>incorporated the FLX checklist be into the ordinance</u> so that is can be used as a measureable performance standard:*

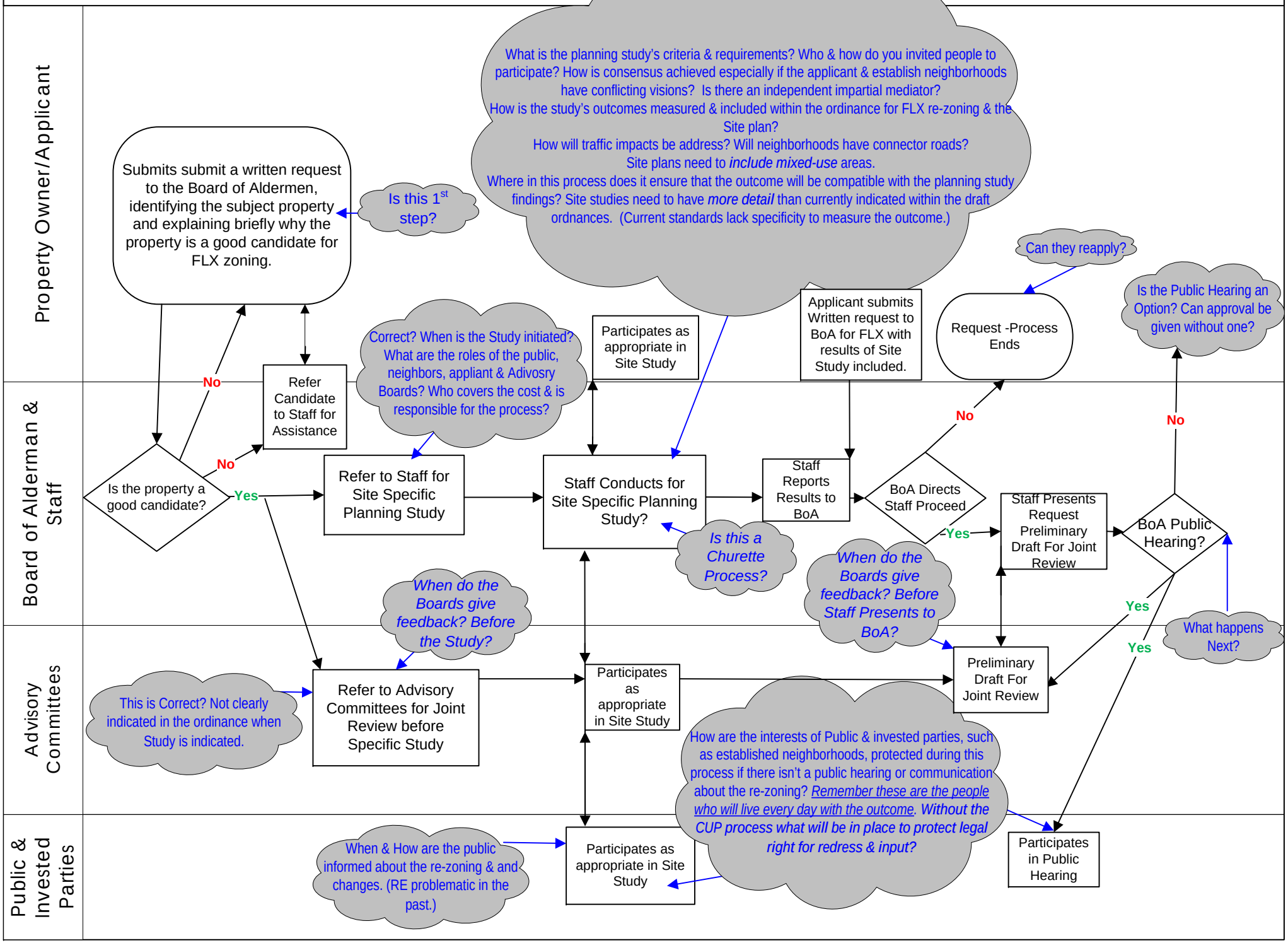
- The master plan shall address the recommendations of the charrette and shall show, through a combination of graphic means and text (including without limitation proposed conditions to be included in the conditional use permitting process for the proposed development):
- The location, types, and densities of residential uses;
- The location, types, and maximum floor areas and impervious surface areas for non-residential uses;
- The location, orientation, and design of buildings, parking areas, recreational facilities, and open spaces in realistic dimensional proportion;
- Specifications and standards for the internal circulation system serving vehicular, bicycle, and pedestrian traffic, including a statement as to whether such facilities will be dedicated to the Town;
- A recent (within 3 years) traffic study and a traffic impact analysis shall be included. The master plan mustdemonstrate how the project will mitigate any traffic impacts in the area, including but not limited to how the project will connect to adjacent neighborhoods.
- How the development proposes to minimize or mitigate any adverse impacts on neighboring properties and the environment, including without limitation impacts from traffic and storm water runoff; and
- All infrastructure improvements proposed to be constructed in conjunction with the development of the property zoned FLX (including but not limited to improvements to adjoining streets) together with a schedule that links construction of such improvements to the development of the property.
- The extent to which, and the manner in which, development within the tract zoned FLX will be required to meet the goals of Low Impact Design and or exceed the standards for LEED gold certification.
- All infrastructure improvements proposed to be constructed in conjunction with the development of the property zoned FLX (including but not limited to improvements to adjoining streets) together with a schedule that links construction of such improvements to the development of the property.
- The extent to which, and the manner in which, development within the tract zoned FLX will be required to meet the goals of Low Impact Design and or exceed the standards for LEED gold certification.

***5)*** *Here are some examples of how to define the Advisory Boards participation in FLX:*

- The planning board, Northern Transition Advisory Committee, Appearance Commission, Environmental Advisory Board, Transportation Advisory Board (and other advisory boards to which the Board of Aldermen may refer the application) shall review the proposed master plan at the same time it considers the applicant's rezoning request. In response to suggestions made by the planning board (or other advisory boards), the applicant may revise the master plan before it is submitted to the Board of Aldermen.

# NTAAC's Interpretation of Proposed FLX Rezoning Workflow 1-15-2016





Good Evening,

I'm Amy Jeroloman, the current chair of the NTAAC (Northern Transitional Area Advisory Committee). The rest of the committee is here to tonight to help address any questions you might have about our recommendations to ***deny*** the draft ordinance for the new Flexible (FLX) zoning district. To put our response in perspective, ***two of our members served on the 2007 Northern Study Area Plan Implementation Review Committee (NSAPIRC***); ***Three of our members*** attend the ***charrettes*** (the series of design workshops facilitated by the Durham Area Designers (DAD), which focused on site designs & planning for one specific property in the NSA, Located off Eubank road and Old Hwy 86).

In addition, members of our committee attended the 9/17/2015 joint review where the Flex (FLX) zoning ordinance was presented. We also viewed the 9/9/2015 Board of Alderman Mgt video were Flex was addressed. The NTAAC met twice on 9/21 & 10/5/2015 where we reviewed & discussed the ordinances. So, we really do appreciate the time and work that staff, and others have put into this.

That being said, NTAAC believes this ordinance still needs work. You might recall that on November 4, 2014, the NTAAC (our committee) submitted a detailed report to the Board of Aldermen (BOA) concerning the then proposed ***Mixed Use Rural-Transition (MURT) Zoning District***. It was received favorably by the BOA. Now we have crossed referenced this same report to the Flex (FLX) Zoning District. (***Exhibit A in your packets.)***

The NTAAC finds that the FLEX district proposal falls short in a number of keys areas:

1) The proposed text amendment is ***inconsistent*** with the Facilitated Small Area Plan for Carrboro's Northern Study Area and Carrboro Vision 2020 ***because its regulations lack sufficient specificity to ensure compatibility with the findings of the DAD NSA Workshop report.***

2) The described text amendment is ***not reasonable and not in the public interest because it does not guarantee a public process that pertains to the final proposed land use for properties zoned FLX. (The draft FLX ordinance does not have a defined method to ensure public input or the integrity of established neighborhoods.)***

*The NTAAC (we) therefore* ***recommends that FLX zoning keep the CUP (*****Conditional Usage Permit)** ***in accordance with the current LUO (Land Use Ordinance) in Article IV, not Article XX, to allow for citizen participation in a public hearing format that protects their legal right for redress and input***. (**Public** = The interests of all members of the community, including property owners, neighbors, and other interested citizens, such as ***Citizen Advisory Committees,*** are all considered when making development decisions.)

3) In terms of land use, ***there isn't a requirement that the new zoning even include mixed-use areas.*** (We fine this omission confusing.)

4) ***There is mention of a site specific planning study but no requirements as to what this study needs to include/cover or if its recent.*** (You can't assume that other property owners will engage in a series of ***charrettes***.)

5) Both Planning Board and Alderman expressed confusion as to where the text amendment will apply, & some asked if it would only apply in NSA. Perhaps this is because the only property that currently qualifies for this new zoning is located in NSA. The NTAAC (we) believe ***the Flex District does have the appearance of 'Spot Zoning.' (Or zoning for a specific property.)***

6) The participants in the Design Workshops had serious concerns about the impact of additional traffic on Old 86 as a result from new development. Yet the Ordinance and check list doesn't specifically ***require recent traffic studies or any plans that demonstrate how additional traffic will be mitigated.***

7) Finally, there isn't a specific requirement to ensure tract zone ***roads will connect to adjacent neighborhoods.***

*Given the above and the detailed comments in your packets (exhibits A & B) we recommend that you* ***deny*** *the draft ordinance for the new Flexible (FLX) zoning district. Any Questions?*

# NTAAC Vision 2020 Revisited Recommendations & NTA Major Milestones 11-3-2015

**Committee Members:** Amy Jeroloman, Jeanette Moore, Jay Bryan, Anahid Vrana
**Staff Present:** Marty Roupe

The Northern Transition Area Advisory Committee (NTAAC) appreciates the opportunity to participate in the review of Vision 2020 and respectfully submits the following comments and recommendations to the Board of Alderman.

Overall, we found that many of the Vision 2020 goals did not specifically consider the NSA. The majority of our comments/recommendations are to correct this. Also, we worked to incorporate the last fifteen years of accomplishments and changes within the NSA into our review. Here is a list of the major milestones.

- 2003 - Lake Hogan Farm development's new entrance ("Hogan Hill Road") extents to Old Hwy 86. Workers cut all the telecommunication lines on Deer Ridge Drive multiple times; Carrboro did not assist with this effort.
- 2006 – After a ~ 5 year campaign by the Deer Ridge Drive Community the site blind hill on old Hwy 86, located north of their road, is decreased; Carrboro did not assist with this effort.
- 2007 the Northern Study Area Plan Implementation Review Committee (NSAPIRC) is formed. The committee held two community forums which residents of NSA participate.
- 2008 - Morris Grove Elementary School Opens 2008; Traffic on Old HWY 86 significantly increases. Despite multiple memos to both Orange County Commissions and Board of Alderman, no action has been taken to mitigate the traffic.
- ~ 2008 Ballentine Development begins. Located off Hogan Hill Road on Legends way, within Lake Hogan Farms area. Though the developer is to connect Lake Hogan Farm Road to Morris Grove as a new North/South connector, work on this remains stalled. Additional traffic is routed onto Old Hwy 86.
- 2009 Chapel Hill Zen Center Opens at 5322 Old Hwy 86. Located off a section of Old 86 that has site blind hill, no shoulders or walkability to nearby neighborhoods.
- 2011 the Durham Area Designers (DAD) hold two neighborhood charrettes at Morris Grove School. The charrettes include a series of workshops focusing on site designs/planning for one property in the NSA, Located off Eubank road and Old Hwy 86.
- ~ 2013 Eubank Road entrance off Old 86 is relocated further North. (RE to mitigate site blind hill in this section.)
- Members of the Board of Alderman do not seem to understand the boundaries and issues of NSA.
- 2014 Rodgers road community final has a recreational center and (do they have water yet?)
- 2014 PSNC builds a natural gas pumping station off Old Hwy 86. Confusion as to who has jurisdiction to regulate and mitigate construction impacts on adjacent property owners.

- Old Hwy 86 and Dairy Land Roads remain narrow, curvy roads with site blind hills and no without shoulders and therefore are dangerous to pedestrians and bicyclists.

Finally, the NTAAC recommends that the Town of Carrboro endeavor to incorporate new technology and sustainable practices into plan for new development in order to protect the environment and its citizens.

Sincerely, Amy Jeroloman, Chair NTAAC

# TOWN OF CARRBORO

## LAND USE ORDINANCE AMENDMENT REQUEST

*"Dear Potential Business Operator:*

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

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

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

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

SEE ATTACHMENT A

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

SEE ATTACHMENT A

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

SEE ATTACHMENT A

SIGNATURE: Amy E Jerolomon, chair NTAAC — Amy E. Jerolomon
applicant — {print}

ADDRESS: 305 Deer Ridge Drive
Chapel Hill, NC 27516

TELEPHONE NUMBER: (W) 919-966-6621 (H) 919-960-6099

**ATTACHMENT "A" TO TOWN OF CARRBORO LAND USE AMENDMENT REQUEST**

1) What the LUO presently allows:
The LUO does not have any zone as proposed by this Amendment Request.

2) What the proposed amendment would allow:
The amendment would allow a type of conditional use rezoning with CUP for properties suitable for mixed use development.

3) Reasons for proposed amendment:
The town staff has proposed a FLX zone (proposed 15-141.5) to encourage development in the town and the Northern Study Area. The proposed zone

a) Eliminates the traditional legal protections afforded by the CUP process in LUO Article IV, including sections 15-55 (burden of persuasion), 15-64 (amendments and modifications of permits, and 15-54 © 1 – 4. 15-54 © 1-4 protects the rights of citizens to require the Board of Aldermen to decide whether the development application should be denied because:

1) it is not within (the BOA's) jurisdiction;
2) it is incomplete;
3) if completed as proposed, it will not comply with one or requirements of the ordinance; **or**
4) if completed, it more probably than not
   a. "…will materially endanger the public health and safety;
   b. will substantially injure the value of adjoining or abutting property,
   **c.** will not be in harmony with the area in which it is to be located; **or**
   d. will not be in general conformity with the Land Use Plan, Thoroughfare Plan or other plans officially adopted by the Board. "

b) eliminates the CUP regulations used for decades by the Town and Board of Aldermen to ensure that development in Carrboro and its planning jurisdiction is in keeping with the town's vision, values and desires of its citizens, in favor of a zoning map amendment process where the only finding necessary for approval of amendments under the staff's proposed FLX Zoning by the Board of Aldermen is that the amendment "…advances the public health, safety or welfare" (15-325);

c) does not afford clear and adequate requirements for the "site study" process to ensure 1) notice to citizens, 2) neutral facilitation by a person or entity not connected with the town, applicant or development community, and 3) continued input into a final report, among other aspects and necessary protections for citizens;

d) does not require an applicant for development to adhere to specific performance standards that can be enforced through the CUP process;

e) is not in the public interest because it does not guarantee a public process that pertains to the final proposed land use for properties or has a defined method to ensure public input or the integrity of established neighborhoods;

f) undermines and dismantles the visions and intent of sections 15-141.2 and 15-176. 2 of the Land Use Ordinance. These sections were approved by the Board of Aldermen after years of community charrettes and numerous public hearings during which residents testified to the kind of development they would like to see in the Northern Study Area and in town, along with recommendations of a committee of local residents concerning language of the sections;

g) does not give adequate notice to applicants and residents of what uses and density are to be expected from development applications and to be reviewed by the Board of Aldermen and advisory boards.

The proposed amendment addresses the concerns and interests listed in a) through g) above.

# ORANGE COUNTY PLANNING & INSPECTIONS DEPARTMENT

**Craig N. Benedict, AICP, Director**

**Administration**
**(919) 245-2575**
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**www.orangecountync.gov**

**131 W. Margaret Lane**
**P O Box 8181**
**Hillsborough,**
**North Carolina, 27278**

**TRANSMITTAL DELIVERED VIA EMAIL**

April 11, 2016

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

**SUBJECT: Joint Planning Review of Proposed Ordinance Amendments**

Dear Tina:

Thank you for the opportunity to review the revisions to the following Land Use Ordinance amendments received by us March 29, 2016 and proposed for town public hearing on April 26, 2016:

- *An Ordinance to Provide for a Site Specific, Flexible Zoning District.*

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

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

Sincerely,

Perdita Holtz

Perdita Holtz, AICP
Planning Systems Coordinator