



Town of Carrboro

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

Meeting Agenda Board of Aldermen



Tuesday, June 19, 2018

7:30 PM

Board Chambers - Room 110

A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

1. [17-597](#) Proclamation - Recreation and Parks Month

B. ANNOUNCEMENT OF UPCOMING MEETINGS

C. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

D. CONSENT AGENDA

1. [17-598](#) Approval of May 15, 2018 Meeting Minutes

2. [17-595](#) Request to Approve a Resolution Authorizing the Town Manager to Award a Contract for Engineering Services relating to a potential redesign of the East Main Street Cross Section.

PURPOSE: The purpose of this item is for the Board of Aldermen to authorize the Town Manager to award a contract with Stantec to conduct an operational analysis regarding the feasibility of modifying the East Main Street cross section design to accommodate bicycle lanes.

Attachments: [Resolution_Authorizing_Manager_Award_Contract-2](#)

3. [17-594](#) Request to Approve a Resolution Authorizing the Town Manager to Award a Contract for Preliminary Engineering Services for the South Greensboro Street Sidewalk Project.

PURPOSE: The purpose of this item is for the Board of Aldermen to authorize the Town Manager to select an engineering firm and to award a contract with such firm for preliminary engineering services for the South Greensboro Street sidewalk project.

Attachments: [Attachment A_Resolution for South Greensboro Sidewalk](#)

4. [17-592](#) Request for Approval to Draft a Town Code Amendment to Restructure the Safe Routes to School Implementation Committee
PURPOSE: The purpose of this agenda item is for the Board to authorize staff to prepare an amendment to the Town Code to change the membership and organizational structure of the Safe Routes to School Implementation Committee.
Attachments: [Attachment A - Resolution](#)
5. [17-589](#) Updates to the Guidelines for the Affordable Housing Special Revenue Fund
PURPOSE: The purpose of this item is to make updates to the Guidelines for the Affordable Housing Special Revenue Fund.
Attachments: [Attachment A: Final Guidelines-Proposed Changes 05232018](#)
[Attachment B: Voucher Types](#)
[Attachment C: Resolution](#)
6. [17-588](#) Request to Approve Equipment and Vehicle Financing

PURPOSE: The Board of Aldermen is requested to approve a contract for installment financing of vehicles and equipment included in the FY 2017-18 general fund budget.
Attachments: [ATTACHMENT A- Resolution to Approve Financing](#)
[ATTACHMENT B - Summary of Financing Proposals](#)
7. [17-581](#) Designation of Fund Balance for FY 2017-18 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: [Fund Balance Designation 2017-18 Resolution](#)
8. [17-599](#) Request Approval of the Revised FY 2013 and FY 2016 HOME Funds Award
PURPOSE: The purpose of this item to amend prior June 5, 2018 Award of FY 2013 and FY 2016 to Community Home Trust (CHT) a Resolution approving the Revised FY 2013 HOME Funds Award to Community Home Trust (CHT) for homeownership assistance activities;
Attachments: [RevFY2013 and 2016 HOME AWARDS Resolution](#)

9. [17-586](#) Approval of the REVISED Activities for 2018-19 HOME Investment Partnership Program

PURPOSE: The purpose of this item is for the Board to consider approving the HOME Investment Partnership Program's proposed activities for FY 2018-19.

Attachments: [Attachment A- Resolution](#)

[Attachment B: FY18Proposed HOME Projects Summary Sheet](#)

10. [17-600](#) Mayor's Committee on 2019 Pride Month Celebration

PURPOSE: The purpose of this item is to serve as information related to the Mayor's Committee on 2019 Pride Month Celebrations.

E. OTHER MATTERS

1. [17-596](#) Adoption of FY 2018-19 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 2018-19.

Attachments: [ATTACHMENT A - Budget Ordinance 2018-19](#)

[ATTACHMENT B - Changes to Position and Pay Plan FY 2017-18](#)

[ATTACHMENT C - Salary and Wage Pay Adjustment Resolution FY 2017-18](#)

[ATTACHMENT D - Contract for Town Attorney Resolutiin 2017-18](#)

[ATTACHMENT E - Fund Balance Appropriation](#)

[ATTACHMENT F -Miscellaneous Fees and Charges Resolution 7-01-2017](#)

[ATTACHMENT F-1 Fee Schedule FY 2018-19](#)

2. [17-218](#) Exploration of Affordable Housing on Town-Owned Land

PURPOSE: The purpose of this item is for the Board to receive an update on work staff and the Affordable Housing Task Force conducted on the exploration of possible affordable housing development strategies on town-owned land.

Attachments: [Attachment A - Evaluation of Use - Crest St](#)

[Attachment B - Evaluation of Use - Hill St](#)

[Attachment C - Evaluation of Use - Pathway](#)

[Attachment D - Criteria for Identifying Potential Sites](#)

[Attachment E - Affordable Housing Authority](#)

3. [17-583](#) Carr Mill - Minor Modification to CUP - Weaver Street Market Yard Renovation, Cafe Enclosure & Weaver St. Sidewalk Widening

PURPOSE: N. R. Milian Associates, on behalf of Carr Mill Limited Partnership, has submitted an application for a minor modification to the existing Carr Mill Conditional Use Permit (CUP) to allow Improvements to the Weaver Street Market yard, an expansion of the Café into existing covered walkway, and the widening of the Weaver St. sidewalk.

Attachments: [A - Applicant Narrative](#)
[B - Architectural plans](#)
[C - WSM Lawn Diagram](#)
[D - Yard Renovation/sidewalk Plans](#)
[E - Resolution](#)

F. **PUBLIC HEARING**

1. [17-593](#) Continuation of Public Hearing on a Request for Voluntary Annexation of Property Contiguous to the Town Limits

PURPOSE: The purpose of this item is for the Board of Aldermen to receive public comment on a request for voluntary annexation of two properties, 905 and 921 Homestead Road. An ordinance annexing these properties into the Town limits is provided for the Board's use.

Attachments: [Attachment A - Ordinance](#)
[Attachment B - Petition for Annexation](#)

2. [17-590](#) Continuation of Public Hearing for Conditional Rezoning at 905 & 921 Homestead Road

PURPOSE: The purpose of this item is for the Board of Aldermen to continue to receive public comment and to deliberate on a request to rezone property at 905 and 921 Homestead Road to R-10-CZ.

Attachments: [Attachment A - Consistency Resolution-Zinn](#)
[Attachment B - Draft Zoning Map Amendment](#)
[Attachment C - Vicinity Map](#)
[Attachment D - Petition for Conditional Rezoning for 905 & 921 Homestead Rd 3-19-2018](#)
[Attachment E - 2017-07-10 Zinn Homestead base-6 SHT sd20 - PLAN \(1\) 5-22-2018](#)
[Attachment F - 905&921 Homestead Neighborhood mtg](#)
[Attachment G - Staff Report with LUO Excerpts](#)
[Attachment H - Certification Packet](#)
[Attachment I - Advisory Boards Combined](#)
[Attachment J - Excerpt from BOA Minutes-5-22-2018](#)

G. MATTERS BY BOARD MEMBERS

H. MATTERS BY TOWN MANAGER

I. MATTERS BY TOWN ATTORNEY

**J. CLOSED SESSION - ECONOMIC DEVELOPMENT MATTER AND POSSIBLE
LAND AQUISITION - NCGS 143-318.11(A)(4)(5)**



Town of Carrboro

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

Agenda Item Abstract

File Number:17-597

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Proclamation - Recreation and Parks Month



Town of Carrboro

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

Agenda Item Abstract

File Number:17-598

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Approval of May 15, 2018 Meeting Minutes



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-595

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Request to Approve a Resolution Authorizing the Town Manager to Award a Contract for Engineering Services relating to a potential redesign of the East Main Street Cross Section.

PURPOSE: The purpose of this item is for the Board of Aldermen to authorize the Town Manager to award a contract with Stantec to conduct an operational analysis regarding the feasibility of modifying the East Main Street cross section design to accommodate bicycle lanes.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon - 919-918-7325; Zachary Hallock, 919-918-7329; Patricia McGuire - 919-918-7327; Bob Hornik - 919-929-3909

INFORMATION: At the January 9, 2018 Board of Aldermen meeting, staff provided an update on transportation topics and included information relating to the analysis needed to consider redesigning the cross section of East Main Street to accommodate bicycle lanes, an interest expressed by the Transportation Advisory Board (TAB) during its review of the Comprehensive Transportation Plan (CTP). (Agenda materials may be found at the following link:

<https://carrboro.legistar.com/MeetingDetail.aspx?ID=571448&GUID=6E79CD92-282A-4071-86E3-E2261AA03043&Options=&Search=>>).

In its review of NCDOT's upcoming resurfacing schedule, the TAB encouraged the Town to reach out to the state to determine if a restriping plan that would include enhanced bicycle facilities would be possible as part of the repaving. NCDOT staff described the elements of an analysis that would be needed to determine the feasibility of modifying the street cross section, including the relationship to the TIP highway project underway for intersection improvements at East Main Street, Brewer Lane, Merritt Mill Road and Franklin Street.

Stantec, the engineering firm hired by NCDOT to design the intersection improvements at East Main Street, Brewer Lane, Merritt Mill Road and Franklin Street, is listed on the DCHC-MPO's on-call service list. Using a firm on the on-call list allows the Town to reach out to a single firm for transportation engineering services without going through an RFQ process.

With updated traffic counts from the MPO for various points along the corridor, staff is working with Stantec to refine a project scope for an operational analysis. If the Town and NCDOT mutually agree with the results of the analysis and proposed modifications, the Town would have the consultant prepare pavement marking,

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

signing, and traffic signal revision plans for implementation. If the analysis reveals opportunities for revising the payment markings on additional street segments there may be additional costs associated with the project; staff would provide an update for the Board in that event about a decision to go forward.

FISCAL & STAFF IMPACT: The anticipated cost for the engineering services is \$16,500 to \$26,500 for the analysis and \$9,000 for the payment marking plan. Budgeted funds are available. Staff time for project management would also be needed.

RECOMMENDATION: Staff recommends that the Board adopt the resolution (Attachment A) authorizing the Town Manager to negotiate and award a contract with Stantec to prepare an operational analysis of a modification of the cross section of East Main Street.

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO AWARD A CONTRACT
WITH STANTEC FOR AN OPERATIONAL ANALYSIS AND RESTRIPIING PLAN FOR
MODIFYING THE CROSS SECTION OF EAST MAIN STREET**

WHEREAS, on February 21, 2017, the Town of Carrboro Board of Aldermen adopted a resolution in support of the DCHC MPO's Comprehensive Transportation Plan including the recommendation from the Transportation Advisory Board to support a continuation of the bicycle lanes on Rosemary Street onto East Main Street; and

WHEREAS, on January 9, 2018, the Carrboro Board of Aldermen directed staff to use the DCHC MPO's on call services to conduct an operational analysis to determine the feasibility of modifying the cross section of East Main Street to provide enhanced bicycle facilities; and,

WHEREAS, Town staff are in the process of refining a scope of work for the analysis based on criteria defined by NCDOT; and

WHEREAS, federal and state law requires that negotiations be conducted with the selected firm to establish a fair and reasonable price for the contract.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board authorizes the Town Manager to award a contract with Stantec to conduct an operational analysis for modifying the cross section of East Main Street and, contingent upon the results of the analysis, to prepare updated payment markings.

This is the 19th day of June in the year 2018.



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-594

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Request to Approve a Resolution Authorizing the Town Manager to Award a Contract for Preliminary Engineering Services for the South Greensboro Street Sidewalk Project.

PURPOSE: The purpose of this item is for the Board of Aldermen to authorize the Town Manager to select an engineering firm and to award a contract with such firm for preliminary engineering services for the South Greensboro Street sidewalk project.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon - 919-918-7325; Zachary Hallock, 919-918-7329; Patricia McGuire - 919-918-7327; Bob Hornik - 919-929-3909

INFORMATION: On June 27, 2018, the Board authorized the Town Manager to enter into a Municipal Agreement with NCDOT to begin the South Greensboro Sidewalk project. (Meeting materials may be found at the attached link:

<https://carrboro.legistar.com/MeetingDetail.aspx?ID=532849&GUID=3D5EAE20-A4AA-4F0F-A02B-6F860909991F&Options=&Search=>>) The project was subsequently delayed when an award of Congestion Mitigation Air Quality Improvement Program (CMAQ) funding required the assignment of a new TIP number.

Staff has received the Municipal Agreement from NCDOT and is beginning work on a Request for Letters of Interest (RFLOI) for preliminary engineering services. Authorizing the Town Manager to select an engineering firm and to award a contract with the selected firm will allow the design work to begin in a timely manner.

The anticipated cost for the project is approximately \$1,706,966. Orange County Transit Plan funds, estimated at \$552,340, may be applied toward the local match.

FISCAL & STAFF IMPACT: The anticipated cost for preliminary design services is \$105,000: 80% federal (\$84,000) and 20% local match (\$21,000). Staff time for project management would also be needed.

RECOMMENDATION: Staff recommends that the Board adopt the resolution (Attachment A) authorizing the Town Manager to select a firm and award a contract for preliminary engineering services for the South Greensboro Street Sidewalk project.

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO AWARD A
CONTRACT FOR PRELIMINARY ENGINEERING SERVICES FOR THE SOUTH
GREENSBORO STREET SIDEWALK PROJECT

WHEREAS, The Carrboro Board of Aldermen has adopted Capital Improvement Project Ordinance for the construction of the South Greensboro Street Sidewalk along one side of the street from Old Pittsboro Road to Public Works Drive, and has appropriated \$1,706,966 for this project; and,

Whereas the Town of Carrboro has initiated a municipal agreement with the North Carolina Department of Transportation for design and construction of the South Greensboro Street Sidewalk; and,

WHEREAS, Town staff are in the process of preparing a Request for Letters of Interest to select the most qualified firm to deliver the project; and

WHEREAS, federal and state law requires that negotiations be conducted with the selected firm to establish a fair and reasonable price for the contract; and

WHEREAS, NCDOT policy requires an audit of the firm's contract proposal prior to the beginning of negotiations.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board authorizes the Town Manager to execute a contract for preliminary engineering services for the South Greensboro Street Sidewalk (C-5650).

This is the 19th day of June in the year 20187.



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-592

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Request for Approval to Draft a Town Code Amendment to Restructure the Safe Routes to School Implementation Committee

PURPOSE: The purpose of this agenda item is for the Board to authorize staff to prepare an amendment to the Town Code to change the membership and organizational structure of the Safe Routes to School Implementation Committee.

DEPARTMENT: Planning

CONTACT INFORMATION: Zachary Hallock - 919-918-7329, zhallock@townofcarrboro.org

INFORMATION: The SRTS Implementation Committee was created subsequent to the adoption of the Town's Safe Routes to School Action Plan in 2012, with its mission statement and membership composition established in Chapter 3 of the Town Code (<http://www.townofcarrboro.org/DocumentCenter/View/99>).

The membership of the SRTS Implementation Committee was intended to provide a balance of professional expertise and student input on the goals and objectives of the SRTS Action Plan, but an unexpected consequence of the number of members has led to challenges finding meeting times that can accommodate the schedules of individual members. As a result, the group has had difficulty maintaining quorums.

After discussions with the SRTS Implementation Committee Chair and Board liaison, a possible solution has been identified, to reestablish the Implementation Committee as a subcommittee of the Transportation Advisory Board, a long-standing advisory board with regular meeting attendance. A resolution has been provided (*Attachment A*), directing staff to work with the Town Attorney to prepare an amendment to the Town Code reflecting this change for consideration at a future meeting.

FISCAL & STAFF IMPACT: No fiscal impacts are associated with this item.

RECOMMENDATION: Staff recommends that the Board adopt the resolution directing staff to work with the Town Attorney to draft a Town Code amendment modifying the structure of the Safe Routes to School Implementation Committee.

A RESOLUTION DIRECTING STAFF TO PREPARE AN AMENDMENT TO THE TOWN
CODE TO RESTRUCTURE THE SAFE ROUTES TO SCHOOL IMPLEMENTATION
COMMITTEE

WHEREAS, The Carrboro Board of Aldermen adopted the Safe Routes to School Strategic Action Plan in 2012; and,

WHEREAS, The Safe Routes to School Strategic Action Plan, Section 1.3, Vision and Goals recommends that the Town “Create and maintain evaluation and monitoring subgroups such as a Safe Routes to School advocacy group that would champion this plan and evaluate its progress;” and,

WHEREAS, The Safe Routes to School Implementation Committee was established in the Town Code in 2014, and its members appointed in April 2016; and,

WHEREAS, Challenges associated with the membership structure have made it difficult for the Implementation Committee to fulfill its mission.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board directs Town Staff to coordinate with the Town Attorney to draft an amendment to the Town Code to restructure the Safe Routes to School Implementation Committee.

This is the 19th day of June in the year 2018.



Town of Carrboro

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

Agenda Item Abstract

File Number:17-589

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Updates to the Guidelines for the Affordable Housing Special Revenue Fund

PURPOSE: The purpose of this item is to make updates to the Guidelines for the Affordable Housing Special Revenue Fund.

DEPARTMENT: Town Manager's Office

CONTACT INFORMATION: Julie Eckenrode, jeckenrode@townofcarrboro.org
<<mailto:jeckenrode@townofcarrboro.org>>, 919-918-7308

INFORMATION: Two changes are being proposed to the Guidelines for the Affordable Housing Special Revenue Fund.

A change to 4-J would expand the eligibility for rental and utility deposit grants to include Permanent Supportive Housing, Rapid-Re-housing, HUD-VASH and Housing Opportunities for Persons with AIDS (HOPWA). This expansion would make this program consistent with what is offered by similar programs throughout the county.

A change to section 6 would allow the Town Manager to approve or deny funding applications for no more than \$5,000 or 15% of the existing fund, whichever is lower. This change was requested by the Board of Aldermen.

Attachment A shows a track changes version with the proposed language for both updates.

Both of these changes are supported by Affordable Housing Advisory Commission.

FISCAL & STAFF IMPACT: There is no fiscal or staff impact to these changes.

RECOMMENDATION: It is recommended that the Board of Alderman pass the resolution that will approve these updates.



Town of Carrboro Guidelines for the Affordable Housing Special Revenue Fund

1. Fund Goal. The goal of the Affordable Housing Special Revenue Fund is to advance the Town's goal of increasing and improving the stock of affordable housing within Carrboro and its planning jurisdiction as outlined in the Affordable Housing Goals and Strategies document.
2. Source of Funds. The Affordable Housing Special Revenue Fund may be funded by payments made by developers in lieu of providing affordable housing units under the applicable provisions of the Land Use Ordinance. Other revenue sources for the fund may include grants, donations, loans, interest payments, or other contributions or assignments.

The principal and interest earned on funds received from developers, grants, donations, loans, interest payments, or other revenues that may become available shall accrue to this fund.

3. Who May Apply for Grant or Loan Funds. Nonprofits or individuals may apply for funds to be used to address projects that meet the Town's affordable housing goals.
4. Eligible Uses. The Board of Aldermen shall be authorized and empowered to provide grants or loans for projects and programs that match the goal of the fund, including:
 - a. To guarantee the payment of loans or subsidize the interest rate on loans made by financial institutions to individuals for the purpose of acquiring or rehabilitating affordable housing (such guarantees shall not extend beyond funds available in the Affordable Housing Special Revenue Fund).
 - b. To provide direct deferred payment loans to individuals to supplement loans made by financial institutions for the purpose of acquiring or rehabilitating affordable housing.
 - c. To assist in the purchase of land for conveyance to nonprofit affordable housing agencies. (Land Banking)
 - d. To pay some or all of the expenses associated with the construction of affordable housing.
 - e. To acquire developed properties suitable for resale to individuals or families. Applicants qualifying under the percentage of AMI shall be approved in advance by the Board of Aldermen.
 - f. To pay some or all of the pre-development costs (such as feasibility studies, appraisals, land options and preparation of an application) for projects to be developed for the purpose of providing rental or owner-occupied affordable housing.
 - g. To provide grants to organizations for land trust projects that guarantee long-term affordability of a property through a 99-year renewable ground leases or for maintenance of land trust housing stock.

- h. To provide permanent subsidies to reduce the sale price of new or existing housing units so as to make them more affordable. Restrictive covenants, affordability easement, and/or other mechanisms would be required from affordable housing agencies.
 - i. To provide for emergency home repairs and the maintenance of properties in the affordable housing stock that are falling into disrepair.
 - j. To provide rental and/or utility deposit grants for Housing Choice Voucher, Permanent Supportive Housing (PSH), Rapid Re-housing, HUD-VASH and Housing Opportunities for Persons w/ AIDS (HOPWA) recipients relocating to rental units in Carrboro as a result of their current rental units no longer accepting ~~Housing Choice Vouchers~~ housing subsidy listed above.
 - k. To provide grants or loans to nonprofits to avoid losing homes in the permanent affordable housing stock as a result of foreclosure.
5. General Application Procedures. Unless otherwise stated in the Descriptions of an Eligible Use, an applicant will be required to submit a memorandum to the Assistant to the Town Manager for Affordable Housing containing the following information:
- a. A complete description of the project, including the proposed location;
 - b. A discussion of how the project meets the criteria of eligible uses and eligible beneficiaries;
 - c. Who the ultimate beneficiaries will be or are intended to be;
 - d. If appropriate, documented income data for the intended recipients.
6. Application Approval/Denial. The application will be evaluated by staff and a recommendation for approval or denial will be made to the Board of Aldermen, who has final approval and denial authority. ~~If the Board is out of session,~~ The Town Manager will have the authority to approve or deny applications requesting no more than \$5,000 or 15 percent of the existing fund, whichever is lower.
7. Eligible Beneficiaries. In order to qualify for participation in the Affordable Housing Special Revenue Fund program, the following criteria must be met by the beneficiaries, if applicable, and substantiated by the applicant:
- a. Be a resident of Carrboro or the Carrboro planning jurisdiction, or purchasing a home in Carrboro or the Carrboro planning jurisdiction;
 - b. Be unable to obtain a loan, either subsidized or unsubsidized, on comparable terms and conditions;
 - c. Be the owner of the property in fee simple or leasehold estate and have paid or have appropriate arrangements with the county tax assessor to pay the tax bill, if the property is to be rehabilitated, or have clear title if the property is to be purchased or constructed;
 - d. Be residing in the property to be rehabilitated, or if purchased or constructed, occupy the property when the acquisition is complete;

- e. The building or affordable unit that is subject to program funding must have an anticipated life of at least 20 years after rehabilitation, or 30 years, if constructed

or acquired;

- f. Must have a gross household income of 115% of the Area Median Income or less with priority given to households at 80% of AMI and below for homeowners and 60% of AMI and below for renters, unless otherwise described;
 - g. The applicant must also have an intact homeowner's insurance policy.
8. Computation of Gross Income. Gross Income shall be defined as income received annually from all sources by all adult wage earners in a household. Up to \$480 of earned income by adult, dependent students will be counted. The income from the following sources shall be considered in determining total gross annual income:
- a. Wages and salary (full and part-time employment)
 - b. Business Income
 - c. Child support
 - d. Alimony
 - e. Interest on savings
 - f. Dividends from stock
 - g. Social Security benefits
 - h. VA Benefits
 - i. Overtime pay
 - j. Bonuses
 - k. Unemployment insurance
 - l. Any other annuities received
9. Loan Limitations.
- a. All loans guaranteed or subsidized by the Affordable Housing Special Revenue Fund shall not exceed the following maximum amounts: the actual cost of any property purchase; the appraised value of the home; the actual cost of rehabilitating the property to the Town's property rehabilitation standards; or the actual cost of construction, as the case may be.
 - b. Rehabilitation loans shall be either deferred payment loans or amortized over a period of up to 15 years.
 - c. Home purchase loans shall be either deferred payment loans or amortized over a period of up to 30 years.
 - d. Construction loans shall be short-term loans with all loan funds repaid in full upon the closing of the permanent financing on the property and transfer of title to qualified buyer (s).
10. Security Procedures and Loan Conditions. In the event a loan is guaranteed or subsidized or a construction loan is made by the Special Revenue Fund, the property owner must agree:
- a. To execute a note and first lien deed of trust on said property as security for said loan except that deferred payment loans, which supplement a first mortgage loan from another lender, shall also be secured by a second deed of trust;
 - b. Must agree to obtain and pay for credit life insurance for the full amount of

said loan, if available, and within the means of the property owner;

- c. To allow the Town discretion to refinance said loan at such times as might be desirable, to take advantage of favorable interest rates, so long as the amount payable by the applicant is not increased;
- d. That the loan shall not be assumed except with the consent of the Town of Carrboro Town Manager, and in the event that the property is sold without such consent, the loan shall immediately become due and payable;
- e. In the event of the death of the head of the household the loan and loan subsidy may be assumed by the direct minor heirs or such head of household if such heirs own and occupy the property and loan payments are made in accordance with the terms of the original loan agreement.

If the above conditions are not met, the new owner(s) of the property must apply to the Town for the continuation of the loan subsidy or its refinance. If the new owners qualify for assistance, based on the criteria established for the Special Revenue Fund program, the loan subsidy may be refinanced. If the new owners fail to apply for refinancing through the Affordable Housing Special Revenue Fund or do not qualify for the loan subsidy, the loan shall be due and payable to the Town in full within 90 days written notice to the new owners.

Nothing contained in this subparagraph e. shall be construed to prevent the new owner(s) and the first mortgage holder from agreeing to continue the loan without further subsidy or guarantee by the Town.

11. Modification. The Carrboro Board of Aldermen hereby reserves the right to modify or amend any of the criteria or procedures set forth in connection with said Affordable Housing Special Revenue Fund provided however, that no such amendment shall affect or diminish the rights of the holder of any commitment against said fund made prior to the date thereof.

Attachment B

Voucher Types

HUD-VASH

The HUD-Veterans Affairs Supportive Housing (HUD-VASH) program combines Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). VA provides these services for participating Veterans at VA medical centers (VAMCs) and community-based outreach clinics.

https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/vash

Permanent Supportive Housing (PSH)

Permanent Supportive Housing (PSH) is a model that combines low-barrier affordable housing, health care, and supportive services to help individuals and families lead more stable lives. PSH typically targets people who are homeless or otherwise unstably housed, experience multiple barriers to housing, and are unable to maintain housing stability without supportive services.

<https://www.nhchc.org/policy-advocacy/issue/permanent-supportive-housing/>

Rapid Re-Housing

Rapid re-housing is an intervention, informed by a Housing First approach that is a critical part of a community's effective homeless crisis response system. Rapid re-housing rapidly connects families and individuals experiencing homelessness to permanent housing through a tailored package of assistance that may include the use of time-limited financial assistance and targeted supportive services. Rapid rehousing programs help families and individuals living on the streets or in emergency shelters solve the practical and immediate challenges to obtaining permanent housing while reducing the amount of time they experience homelessness, avoiding a near-term return to homelessness, and linking to community resources that enable them to achieve housing stability in the long-term. Rapid re-housing is an important component of a community's response to homelessness. A fundamental goal of rapid rehousing is to reduce the amount of time a person is homeless.

Rapid re-housing models were implemented across the country through the Homelessness Prevention and Rapid Re-housing Program (HPRP), included as part of the American Reinvestment and Recovery Act (ARRA) of 2009. Through this national implementation experience, rapid re-housing programs were found to be a highly successful and cost-effective way to end homelessness for a wide range of households experiencing homelessness.

<https://www.hudexchange.info/resources/documents/Rapid-Re-Housing-Brief.pdf>

Housing Opportunities for Persons w/ AIDS (HOPWA)

The Housing Opportunities for Persons With AIDS (HOPWA) Program is the only Federal program dedicated to the housing needs of people living with HIV/AIDS. Under the HOPWA Program, HUD makes grants to local communities, States, and nonprofit organizations for projects that benefit low-income persons living with HIV/AIDS and their families.

<https://www.hudexchange.info/programs/hopwa/>

**RESOLUTION AMENDING
GUIDELINES FOR THE AFFORDABLE HOUSING SPECIAL REVENUE FUND**

BE IT RESOLVED, the Carrboro Board of Aldermen, approve the updates to the Guidelines for the Affordable Housing Special Revenue Fund as shown in Attachment A of this agenda item.

This is the 19th day of June, 2018



Town of Carrboro

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

Agenda Item Abstract

File Number:17-588

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Request to Approve Equipment and Vehicle Financing

PURPOSE: The Board of Aldermen is requested to approve a contract for installment financing of vehicles and equipment included in the FY 2017-18 general fund budget.

DEPARTMENT: Finance

CONTACT INFORMATION: Arche McAdoo, Finance Director 918-7439

INFORMATION: The Board of Aldermen approves the financing contract for the purchase of vehicles and equipment through lease purchase financing. On May 29, 2018 the Town issued a request for proposals for installment financing in the amount of \$240,000 for the acquisition of six patrol vehicles. The request for proposal was sent to 19 financial institutions and the Town received four proposals on June 8, 2018.

The Town is not required by law to request proposals but does so to seek a competitive financing rate. Attachment B provides a summary of the proposals submitted. Of the four proposals presented, Regions Bank offered the most competitive interest rate of 2.85% for 5 year financing. The total interest cost of financing for five years will be \$13,674.57. The Town will make the first payment of \$50,734.91 at the time of closing.

FISCAL & STAFF IMPACT: The total amount of principal and interest payments for the five year term is \$253,674.57 or \$50,734.91 annually. Annual payments will be included in the general fund annual budget. The lender will be given a security interest in the vehicles being purchased and financed. This financing does not pledge any other assets and/or taxing authority of the Town.

RECOMMENDATION: The Board of Aldermen is requested to adopt the resolution in Attachment A designating the installment purchase contract as tax-exempt obligations of the

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Town, award the financing contract to Regions Bank, and authorize the Town Manager and Finance Director to execute the necessary financing document and agreements.

RESOLUTION APPROVING FINANCING TERMS

WHEREAS: The Town of Carrboro (“Town”) has previously determined to undertake a project for the financing of various vehicles and equipment (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Town hereby determines to finance the Project through Regions Bank in accordance with the proposal dated June 8, 2018. The amount financed shall not exceed \$240,000.00 and the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.85%, and the financing term shall not exceed five (5) years from date of closing.
2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer’s satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the terms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer’s release of any Financing Document for delivery constituting conclusive evidence of such officer’s final approval of the Document’s final form.
4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as “qualified tax-exempt obligations” for the purpose of Internal Revenue Code Section 265(b) (3).
5. The Town intends that the adoption of this resolution will be a declaration of the Town’s official intent to reimburse expenditures for the project that is to be financed from the

proceeds of the Regions Bank financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for the project costs may be reimbursed from the financing proceeds.

6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this ____ th day of June, 2017.

By: _____
(Clerk)

By: _____
(Mayor)

[SEAL]

ATTACHMENT B

SUMMARY OF VEHICLE AND EQUIPMENT FINANCING PROPOSALS, FY 2017-18

Loan Amount: \$ 240,000.00

Term (Years): 5

<u>Responders:</u>	<u>BB & T</u>	<u>Regions</u>	<u>SunTrust</u>	<u>US Bancorp</u>
Interest Rate	3.02%	2.85%	3.119%	3.141%
Interest Amount	<u>\$ 18,199.02</u>	<u>\$ 13,674.57</u>	<u>\$ 14,964.10</u>	<u>\$ 15,069.55</u>
Total P & I	<u>\$ 258,199.02</u>	<u>\$ 253,674.57</u>	<u>\$ 254,964.10</u>	<u>\$ 255,069.55</u>



Town of Carrboro

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

Agenda Item Abstract

File Number:17-581

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Designation of Fund Balance for FY 2017-18 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 \$167,857 in the FY 2017-18 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, 2018.

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 not 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 ending June 30, 2018. The Town Manager is also authorized to transfer these funds to the appropriate department.

FISCAL & STAFF IMPACT: The budget items identified total \$167,857 to be carried over from FY 2017-18 to FY 2018-19. If not carried over, an appropriation in the FY 2018-19 budget may 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.

**A RESOLUTION APPROVING DESIGNATION OF FUND BALANCE
FOR FY 2017-18 BUDGET FUNDS 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 in the General Fund is designated to fund the following items:

Department	Designated Fund Balance FY 2017-18	Amount
Economic & CD	Arts Committee	\$ 3,000.00
Town Clerk	OWASA Subsidy	\$ 76,502.00
Planning	Bicycle Gold Designation	\$ 71,131.00
Planning	Energy & Climate Action Plan	\$ 10,000.00
Town Clerk	Citizen Academy	\$ 500.00
Police	Seizure Funds - State	\$ 6,296.00
Police	Seizure Funds Federal	\$ 428.00
	TOTAL	\$ 167,857.00

Summary of Designated Fund Balance Budget Items

Arts Committee – The Arts Committee has unexpended budget funds remaining and \$3,000 is 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.

Energy & Climate Action Plan – These funds support outreach, energy efficiency improvements, research and education related to climate action plan implementation.

Seizure Funds (State and Federal) – The Police Department uses these restricted revenues to supplement ongoing investigations. Unexpended funds in a given year are carried over to the next year.

Citizen Academy – These funds will be used to implement a program to help citizens understand how the Town works.

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, 2018, 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: 17-599

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Request Approval of the Revised FY 2013 and FY 2016 HOME Funds Award

PURPOSE: The purpose of this item to amend prior June 5, 2018 Award of FY 2013 and FY 2016 to Community Home Trust (CHT) a Resolution approving the Revised FY 2013 HOME Funds Award to Community Home Trust (CHT) for homeownership assistance activities;

DEPARTMENT: Town Manager's Office

CONTACT INFORMATION: Julie Eckenrode, 919-918-7308

INFORMATION: The Orange County HOME Consortium, now known as the *Local Government Affordable Housing Collaborative*, consists of Orange County, the Towns of Carrboro, Chapel Hill, and Hillsborough. The County serves as the lead member of the Consortium.

The Orange County HOME Program has a total of \$63,200.30 in remaining FY 2016 and FY 2013 HOME funds, which are available for eligible activities to be administered by a Community Housing Development Organization (CHDO). In an effort to ensure that all remaining funds from the applicable fiscal years are committed and/or spent by the August 31, 2018 deadline, an RFP was released on April 13, 2018, requesting applications from nonprofit housing providers eligible as CHDOs.

On June 5, 2018, the BOCC took action and approved awarding the total amount of funds to Community Home Trust (CHT). Given prescribed project activities and federal regulations, staff is requesting that the BOCC amend the June 5, 2018 award as follows:

FY 2013 HOME Funds:

Originally the FY 2013 funds were set-aside as funds for operating assistance for CHDOs. The remaining balance of those funds is \$16,670.90.

On June 14, 2018, the *Local Government Affordable Housing Collaborative* met, and given the need for general HOME project funds, voted to revert the designation of these funds from operating assistance for CHDOs to the general HOME project funding pool. The proposed reversion is

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

allowable by HUD as the funds were originally a part of the general HOME project funding pool.

Staff recommends that the reverted funds (\$16,670.90) be awarded to CHT for general homebuyer assistance activities, which are not an eligible CHDO set-aside activity according to the federal regulations. These funds must be spent and recorded in HUD's electronic system by August 31, 2018.

FY 2016 CHDO Set-Aside Funds:

As noted above, a balance of \$46,529.40 in CHDO set-aside funds is still available for eligible CHDO set-aside activities. These funds must be committed to eligible projects and reported in HUD's electronic system by August 31, 2018.

Elected officials from each jurisdictions met on June 14th and voted to support these amendments.

FISCAL & STAFF IMPACT: There is no staff or fiscal impact for the Town of Carrboro.

RECOMMENDATION: It is recommended that the Board of Aldermen adopt the attached resolution.

**RESOLUTION AMENDING
THE ORANGE COUNTY FY 2013 GENERAL HOME, FY 2016
COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO)
SET-ASIDE AWARDS AND 2018 ORANGE COUNTY HOUSING FUNDS AWARD**

BE IT RESOLVED, the Carrboro Board of Aldermen, as a member of the Orange County HOME Consortium, approves the following amendments as it relates to the remaining FY 2013 General HOME Program funds, FY 2016 Community Housing Development Organizations (CHDOs) funds, and Orange County FY 2017 funds:

Homeownership Assistance

FY 2013 HOME Program funds will be allocated to the Community Home Trust (CHT) to provide first-time homebuyer financial assistance for up to five (5) homebuyers earning less than 80% of the Area Median Income.

(Requested amount: \$63,200.30)

\$16,670.90

FY 2017 Orange County local funds to the Community Home Trust to acquire units and provide homebuyer assistance activities. The funds awarded are on a per project basis with 105 Greenway Landing being the first project. All funds awarded are to be spent by December 31, 2018. Any unused portion of the grant award will revert to Orange County.

Not to exceed \$46,529.40

FY 2016 Community Housing Development Organizations (CHDO) Set-Aside

FY 2016 CHDO funds will be allocated to the Community Alternatives for Supportive Adobes (CASA) and/or Community Home Trust, collectively and/or singularly, based on submitted applications involving eligible CHDO set-aside activities. All funds must be committed by August 20, 2018.

\$46,529.40

BE IT FURTHER RESOLVED, that the County Manager is hereby authorized to execute the agreements with Community Home Trust (CHT) and/or Community Alternatives for Supportive Adobes (CASA) after consultation with the County Attorney.

This is the 19th day of June, 2018



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-586

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Approval of the REVISED Activities for 2018-19 HOME Investment Partnership Program

PURPOSE: The purpose of this item is for the Board to consider approving the HOME Investment Partnership Program's proposed activities for FY 2018-19.

DEPARTMENT: Manager's Office

CONTACT INFORMATION: Julie Eckenrode, Assistant to the Town Manager, 919-918-7305, jeckenrode@townofcarrboro.org

INFORMATION: The Orange County HOME Consortium asks the Board of Aldermen to review and approve a 2018-19 HOME Program Plan developed by the HOME Program Review Committee. The committee consists of elected officials and staff from each of the four participating jurisdictions (Chapel Hill, Carrboro, Hillsborough, and Orange County acting as the lead entity), and all participating jurisdictions must approve the plan and authorize submission of the plan to the U.S. Department of Housing and Urban Development.

HUD allocated a funding increase of \$111,647 from the anticipated HOME budget advertised on March 13, 2018 and discussed at the OC BOCC's public hearing held on April 3, 2018.

Due to the substantial increase in funding, the County held another public hearing on June 5, 2018 as it relates to the additional funds received, revised budget and proposed use of funds.

Background

- Since 1992, the Orange County HOME Consortium has received federal HOME program funds to develop affordable housing throughout the County.
- In October 2000, the Consortium agreed to form a HOME Program Review Committee consisting of an elected official and staff member of each jurisdiction to allow elected officials to have more involvement in the development of the annual HOME Program Plan and to review the progress of HOME funded activities.
- Alderperson Chaney is the representative on the Committee this year.
- In 2018-2019, the Consortium will have \$504,948 of HOME Program funds available:

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

○ 2018-2019 grant funds \$401,340

○ 25% local match \$90,302

○ Program Income \$13,306

- Each jurisdiction's contribution of the local match is based on its population. The Town's contribution to the matching funds is 15% of the total match, or \$13,545 (estimated).

Summary of Recommended Plan

The HOME Program Review Committee recommends the following 2018-19 HOME Program:

Habitat for Humanity	Homeownership	\$60,000
Empowerment	Rental Acquisition	\$145,000
Community Home Trust	Homeownership Assistance	\$60,000
FY 2018-2019 CHDO Set-Aside Activities		\$60,201
Orange County- Countywide TBRA	Rapid Rehousing	\$139,613
Administration		\$40,134
		<u>\$504,948</u>

More information on the plan is provided in Attachment B.

FISCAL & STAFF IMPACT: Carrboro's portion is estimated to be \$13,545, 15% of the total local match.

RECOMMENDATION: That the Board: (1) Approve the plan developed by the HOME Program Review Committee for use of \$504,948 of 2018-19 Orange County HOME Program funds; and (2) authorize this plan to be incorporated into the Annual Update to the 2015-2019 Consolidated Plan for Orange County.

RESOLUTION AUTHORIZING THE FY 2018 - 2019 HOME PROGRAM
REVIEW COMMITTEE FUNDING RECOMMENDATION

6-19-2018

BE IT RESOLVED, by the Carrboro Board of Aldermen as a member of the Orange County HOME Consortium approves the following activities for the 2018 - 2019 HOME Program.

Name of Applicant	Activity/Other	Recommendations
Habitat for Humanity	Homeownership	\$60,000
EmPOWERment	Rental Acquisition	\$145,000
Community Home Trust	Homeownership Assistance	\$60,000
FY 2018-19 CHDO	Set-aside	\$60,201
Orange County-TBRA	Rapid Rehousing and other programs	\$139,613
Orange County	Administration	\$40,134
	TOTAL	\$504,948

BE IT FURTHER RESOLVED, that the County Manager is hereby designated as the authorized representative of the County to act in connection with the submission of this plan and to provide such additional information as may be required by the U.S. Department of Housing and Urban Development.

This the 19th day of June 2018.

Attachment B

FY 2018-2019 HOME PARTNERSHIP INVESTMENT PROGRAM

Revised Summary Sheet for FY2018-2019 Proposed Projects

Name of Applicant	Proposed Project Activity & Brief Description	Proposed Geographic Area	Amount Requested
Community Home Trust (CHT)	<u>Homeowner Assistance</u> CHT will use funds to purchase two (2) homes in the Northside or Pine Knolls neighborhood and/or provide second mortgage assistance. The target population consists of households earning at or below 80% of the Area Median Income.	Northside and Pine Knolls Neighborhoods in Chapel Hill	\$60,000
Empowerment	<u>Rental Acquisition</u> The acquisition of one 2-bedroom/1 bath unit located in Chapel Hill, NC. The target population consists of households earning at or below 80% of the area median income. Empowerment is leveraging \$25,000 from the NC Community Development Initiative. The total project cost is \$170,000, including needed repairs.	Pine Knolls Neighborhood in Chapel Hill	\$145,000
Habitat for Humanity	<u>Second Mortgage Assistance</u> Habitat proposes to use funds as second mortgage assistance for two (2) newly constructed homes in the identified communities in Orange County.	Fairview Community in Hillsborough and the Tinnin Woods Subdivision in Efland	\$60,000
Inter-Faith Council for Social Service (IFC) (Requested to Withdraw Application and Action was Approved at the May 22, 2018 Meeting)	<u>Rapid Re-Housing and General Tenant-Based Rental Assistance</u> IFC will use funds for the Rapid Re-Housing or other rental assistance program, which helps families experiencing homelessness move into permanent housing. IFC will assist twenty-five individuals earning at or below 30% of the Area Median Income.	Countywide	-0-
Various CHDOs	<u>CHDO Set-Aside Activities</u> An RFP will be issued to Community Housing Development Organizations (CHDOs) for eligible projects.	Countywide	\$60,201
Orange County – Countywide TBRA	<u>Tenant-Based Rental Assistance</u> The County will use the funds for Rapid Re-Housing and general rental assistance activities, including utilities and security deposit payments for homeless and other low income persons.	Countywide	\$139,613
TOTAL			\$464,814

Note: (1) The “yellow highlighted” rows identify the recommended funding revisions.

(2) Orange County will utilize CDBG Program Income and other County funds to undertake single-family housing rehabilitation activities during FY 2018-2019.



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-600

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Mayor's Committee on 2019 Pride Month Celebration

PURPOSE: The purpose of this item is to serve as information related to the Mayor's Committee on 2019 Pride Month Celebrations.

DEPARTMENT: Mayor's Office, Town Clerk

CONTACT INFORMATION: Mayor Lavelle; Cathy Dorando, Town Clerk

INFORMATION: Mayor Lavelle would like to create a committee entitled the "Mayor's 2019 Pride Month Committee." The group would consist of Carrboro residents, LGBT advocates, and relevant staff who would work with the Mayor's office to plan activities for June 2019 in Carrboro in recognition of the 50th anniversary of Stonewall (the birth of the gay rights movement). The Mayor's office will work on this initiative and report back to Board in the fall with an update.

FISCAL & STAFF IMPACT:

RECOMMENDATION: It is recommended that the Board of Aldermen receive this information.



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-596

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Adoption of FY 2018-19 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 2018-19.

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 18, 2018 the Board of Aldermen held a public hearing to receive community input prior to development of the budget for FY 2018-19. On May 1, 2018 the Town Manager presented to the Board a recommended budget for FY 2018-19 totaling \$49.2 million as follows:

General Fund \$22,862,722;
Capital Projects Fund \$23,403,462;
Special Revenue Fund \$2,097,939; and
Stormwater Utility Enterprise Fund \$900,000.

The General Fund is the Town’s operating fund. The total budget is basically unchanged from the current year.

In the Capital Projects Fund, a major project is development of the Town's property at 203 S. Greensboro Street. This facility is to house the Town administrative offices, Orange County Southern Branch Library, and the Arts Center. Total estimated cost of the project \$18.0 million: Design Cost \$2.2 million; Building Construction \$9.5 million; and Parking Deck Construction \$6.2 million. Funding for this project will be shared by the three parties based on the dedicated space for each party plus common area space. Because design is just getting underway, the cost of the project may change.

The Affordable Housing Fund in the Special Revenue Fund is a major goal of the Board of Aldermen. In order to provide a steady and reliable revenue source for affordable housing activities, a property tax increase of ½ cents will be implemented and dedicated to affordable housing. A penny on the tax rate yields about \$225,000. The goal is to eventually be able to fund affordable housing activities equal to 1.5 cents of the property tax rate.

The Manager's recommend budget for FY 2018-19 was filed with the Town Clerk. It 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 22, 2018 the Board held a public hearing on the Town Manager's recommended budget.

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, resolution for Town Attorney contract, Miscellaneous Fees and Charges Schedule, and use of unassigned fund balance appropriation for vehicles and equipment.

Annual Budget Ordinance - Attachment A

The attached Annual Budget Ordinance includes General Fund appropriation of \$22,862,722 by function for operation of the Town beginning July 1, 2018. The Annual Budget Ordinance also includes the estimated revenues from major sources that are expected to be available during the fiscal year.

The property tax rate changes by a half penny from 58.94 cents to 59.44 cents for each \$100 valuation of taxable property with a half penny dedicated for Affordable Housing Fund.

Position Classification and Pay Plan - Attachment B

The Annual Budget for FY 2018-19 includes changes to be incorporated into the Position Classification and Pay Plan. These changes are:

- a. Reclassify one Assistant to the Town Manager position, Salary Grade 14, to Communications Manager, Salary Grade 17
- b. Create new position of Project Manager, Salary Grade 14; and,
- c. Reclassify Accounting Technician, Salary Grade 5 to Finance Administrative Assistant, Salary Grade 8.

There will be no merit or performance pay provided to Town employees in FY 2018-19.

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

A 3.0% across-the-board salary increase effective July 1, 2018 is included for all current permanent full-time, permanent part-time, appointed employees and elected officials. Also included in this resolution is provision to pay all part-time employees an hourly wage that is equal to the Orange County Living Wage, which is currently \$13.70 per hour.

Town Attorney - Attachment D

This is to contract for legal services.

Use of Fund Balance for Acquisition of Vehicles and Equipment - Attachment E

After confirmation of the fund balance at June 30, 2017 by the Town's independent auditors, the Town Manager assigned \$2.0 million for transfer to the Capital Projects Fund for future capital needs.

Fee Schedule - Attachment F

The resolution establishes various Miscellaneous Fees and Charges Schedule beginning July 1, 2018. The only major change in this schedule are the fees charged by Planning.

FISCAL & STAFF IMPACT: The total 2018-19 General Fund Budget presented for adoption is \$22,862,722.

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

- A. Adopt Annual Budget Ordinance for FY 2018-19,
- B. Adopt Resolution Adopting Changes to Position Classification and Pay Plan,
- C. Adopt Resolution Approving 3.0% across the board salary increase for all Town permanent full-time, permanent part-time, appointed employees and elected

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

officials; and pay all part-time employees the Orange County Living Wage, which is currently \$13.70 per hour.

- D. Adopt Resolution for Town Attorney Contract,
- E. Adopt Resolution to authorize use of unassigned fund balance for purchase of vehicles; and equipmen.
- F. Adopt Resolution Approving Miscellaneous Fees and Charges Schedule.

ATTACHMENT A

ANNUAL BUDGET ORDINANCE FY 2018-19 Town of Carrboro, North Carolina

WHEREAS, the recommended budget for FY 2018-19 was submitted to the Board of Aldermen on May 1, 2018 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 22, 2018, the Board of Aldermen held a public hearing on the budget pursuant to G.S. 159-12;

WHEREAS, on June 19, 2018, 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:

ARTICLE I – GENERAL FUND

Section 1. General Fund Appropriations

The General Fund is the Town of Carrboro's operating account. The following amounts are hereby appropriated by function for the operation of the Town and its activities for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

GENERAL GOVERNMENT		\$ 5,237,626
Mayor & Board of Aldermen	\$ 356,941	
Advisory Boards	\$ 17,350	
Governance Support	\$ 643,067	
Town Manager	\$ 511,658	
Economic & Community Development	\$ 248,619	
Town Clerk	\$ 162,981	
Finance	\$ 1,147,641	
Human Resources	\$ 560,982	
Information Technology	\$ 1,588,387	
PUBLIC SAFETY		\$ 6,936,113
Police	\$ 3,865,788	
Fire	\$ 3,070,325	
PLANNING		\$ 1,477,419
TRANSPORTATION		\$ 1,811,000
PUBLIC WORKS		\$ 3,705,212
RECREATION & PARKS		\$ 1,604,901
NONDEPARTMENTAL		\$ 996,166
DEBT SERVICE		\$ 1,094,285
TOTAL GENERAL FUND		\$ 22,862,722

Section 2. General Fund Revenues

It is estimated that revenues from the following major sources will be available during the fiscal year beginning July 1, 2018 and ending June 30, 2019 to meet the general fund expenditures:

Ad Valorem Tax	\$	11,945,655
Local Sales Tax	\$	4,475,980
Other Taxes & Licenses	\$	1,604,757
Intergovernmental	\$	2,056,081
Permits & Fees	\$	1,193,085
Sales & Service Fees	\$	285,521
Investment Earnings	\$	51,812
Other Revenue	\$	161,441
Other Financing	\$	1,088,391
TOTAL GENERAL FUND	\$	<u>22,862,722</u>

ARTICLE II – AFFORDABLE HOUSING FUND

Section 1. Affordable Housing Fund Appropriation

The Affordable Housing Fund is a special revenue fund created by the Town to increase the stock of affordable, safe and decent housing within the Town and its' planning jurisdiction. The following amounts are hereby appropriated for Affordable Housing Fund activities:

Community Home Trust	\$	74,036
Center for Community Self Help	\$	20,000
Home Consortium Match	\$	10,970
Human Services Grants	\$	28,950
Partnership to End Homelessness	\$	23,378
Northside Neighborhood Initiative	\$	30,000
Deferred Loan Expense	\$	20,000
Unexpended Reserves	\$	130,166
TOTAL APPROPRIATION	\$	337,500

Section 2. Affordable Housing Fund Revenues

There is hereby levied a tax rate of \$.0050 (1/2 cents) on each one hundred dollars (\$100) valuation of taxable property as listed for taxes on January 1, 2018 that shall be devoted solely to the affordable housing activities noted above.

ARTICLE III – BUSINESS LOAN PROGRAM

The Business Loan Program in the Special Revenue Fund is hereby terminated as of June 30, 2018 and any remaining revenues shall be transferred to the General Fund.

ARTICLE IV – STORMWATER UTILITY ENTERPRISE FUND

Section 1. Stormwater Utility Enterprise Fund

The Stormwater Utility Enterprise Fund was created for the purpose of comprehensively addressing stormwater management and flooding issues throughout the Town, including making sure the Town stays in compliance with state and federal rules and regulations. A total of \$900,000 is appropriated for stormwater activities.

Section 2. Revenues for Stormwater Utility Enterprise Fund

Revenues to support stormwater activities are generated through the rate structure established in the Town Code, Chapter 18, Article II, Section 18-6. Unexpended budget amounts from fiscal year 2017-18 may be carried forward to fiscal year 2018-19.

ARTICLE V – CAPITAL PROJECTS

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.

ARTICLE VI – MISCELLANEOUS FEES AND CHARGES

Charges for services and fees by Town Departments are levied in the amounts set forth in the Miscellaneous Fees and Charges Schedule as adopted by the Board of Aldermen.

ARTICLE VII – GENERAL AUTHORITIES

Section 1. The following authorities shall apply:

- a. The Town Manager may transfer funds between departments and functions within the General Fund for pay adjustments; service level benefits; law enforcement separation allowance; unemployment insurance; retiree, dependent, 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 may 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's Fund Balance 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, 2017 shall be re-appropriated to the Fiscal Year 2017-18 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 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 annual services fee of \$132 per household 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 2. 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, 2018 for the purpose of raising the revenue constituting the general property taxes as set forth in the foregoing estimates of revenue (Article I, Section 2), to finance the foregoing General Fund appropriations (Article I, Section 1). One half cents of the total tax rate shall be devoted exclusively to the Affordable Housing Fund.

General Fund	\$.5894
Affordable Housing Fund.....	<u>\$.0050</u>
Total Tax Rate	\$.5944

Section 3. The Finance Officer shall distribute property tax collections to the appropriate fund(s) at least monthly as levied in Section 2 above.

Section 4. 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 19th day of June 2018:

Ayes:

Noes:

Absent or Excused:

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 2018-19 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. Reclassify one Assistant to the Town Manager position, Salary Grade 14, to Communications Manager, Salary Grade 17
- b. Create new position of Project Manager, Salary Grade 14; and,
- c. Reclassify Accounting Technician, Salary Grade 5 to Finance Administrative Assistant, Salary Grade 8.

Section 2. There will be no Merit or Performance Pay provided to Town employees in FY 2018-19.

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, 2018.

ATTACHMENT C

**RESOLUTION APPROVING ACROSS THE BOARD SALARY AND WAGE
ADJUSTMENT FOR EMPLOYEES**

BE IT RESOLVED that the Town of Carrboro Board of Aldermen hereby approves the following as a part of the Annual Budget for FY 2018-19:

Section 1. All Town permanent full-time, permanent part-time, appointed employees and elected officials shall receive an across the board salary increase of 3.0% effective July 1, 2018.

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. The Town of Carrboro will pay all part-time employees an hourly wage that is equal to the Orange County Living Wage, which is currently \$13.70 per hour.

Section 5. This resolution shall become effective July 1, 2018.

ATTACHMENT D

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 2018-19 beginning July 1, 2018 and ending June 30, 2019.

Section 2: This resolution shall become effective upon adoption.

ATTACHMENT E

**RESOLUTION AUTHORIZING THE USE OF UNASSIGNED FUND BALANCE FOR
PURCHASE OF VEHICLES AND EQUIPMENT**

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 assign some of all of the amount above 35% for transfer to the Capital Projects Fund for future capital expenditures; and,

WHEREAS, the Town's annual independent audit at June 30, 2017 confirmed that the fund balance exceeds 35%; and,

WHEREAS, the Town Manager has assigned \$2.0 million of fund balance for future capital expenditure; and,

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

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

Section 1: An appropriation of \$438,820 is hereby made for the acquisition of six police vehicles (\$332,382); and a skid steer with additional implements (\$107,000).

Section 2: Up to \$438,820 may be transferred from unassigned fund balance in the General Fund to the Capital Projects Fund for this appropriation.

Section 3: Any funds not used for the purchase of vehicles or equipment noted in Section 1 above, shall revert back to the unassigned fund balance in the General Fund.

Section 5: The Town Clerk shall file a copy of this resolution within five days with the Finance Officer.

Section 6: This resolution shall be effective July 1, 2018 and expire June 30, 2019.

ATTACHMENT E

**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 2018-19 effective July 1, 2018.

Section 2: This resolution shall become effective upon adoption.

TOWN OF CARRBORO
MISCELLANEOUS FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2018

ATTACHMENT F-1

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	\$20.00 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

Anderson Park Disc Golf Course (Tournament Rental)	One Round Tournament: \$35/day Two Round Tournament: \$45/day
Soccer Field (1) Use without lights (2) Use with lights	\$10/30 minutes \$20/30 minutes
Tournament Rates (per ball field or multipurpose) (1) Use without lights (2) Use with lights (3) Field Preparation (4) Maintenance Fee and Damage Deposit (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. (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.) (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.	\$50 \$25/60 minutes, \$37.50/90 minutes \$22.00/time - 1st field, \$18.00 each additional field (if prepared at same time) \$300.00 (may be increased by Recreation and Parks Director if circumstances warrant) \$40.00 per day Cost of assigned officer is \$30/hr.
Equipment Rental Fee (non-perishable)	\$10.00/activity
Bicycle Rental Fee	\$5.00/hr. \$20.00/day \$40.00/weekend

<p>Out-of-County Fee *No Out-of-County Fee is assessed to programs that recover 100% or more of direct cost.</p>	<p>Annual Out-of-County Fee, Fiscal Year 2018-19: \$77.00</p> <p><u>Per Activity Fees:</u> PROGRAMS (leagues, classes, camps, workshops)= Annual Out-of-County Fee divided by three. Fiscal Year 2018-19: \$26.00</p> <p>When out of county fees apply, participants should provide documentation of county residency.</p>
<p>General Programs Special Events and Workshops of a Specific Interest Nature (Road Run, Tennis Clinics, Special Interest Workshops)</p> <p>Program Souvenirs</p> <p>Special Activity Trips</p> <p>Leisure Classes</p> <p>Day Camp Program</p> <p>Special Populations (activities, workshops, events, sports activities, etc.)</p>	<p>Recover 100% of direct costs</p> <p>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.</p> <p>100% of direct costs</p> <p>100% of direct costs</p> <p>100% of direct costs Payment is due at the time of registration or \$40 camp deposit per camp registration. Balance is due by designated date.</p> <p>15%-50% of direct costs in overall program</p>
<p>Athletics Youth Sports</p>	<p>\$55 per participant (uniform used and returned) \$65 per participant (uniform item retained) <u>Non-Returned Town Issued Equipment</u> 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:</p> <ol style="list-style-type: none"> 1. Participant will be issued an invoice for the replacement cost of the equipment.

<p>Athletic Instructional Camps Adult Sports Leagues</p>	<ol style="list-style-type: none"> 2. A fee in the amount of the replacement cost will be placed on the participant's Rec Trac registration account until the cost is paid to the Town or the equipment is returned in satisfactory condition. 3. The Rec Trac 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. 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. <p>100% of direct costs 80% of direct costs</p>
<p>Admission Fees Drop In Program</p> <p>Performance/Concert Tickets</p>	<p>Drop in program fee determined by the nature of the event and direct cost. Participation fee ranging from \$3 per to \$10 participant.</p> <p>Tickets for performance or concerts based on the nature of the event, direct programming costs of conducting event. Price range - \$5 - \$50.</p>
<p>Protest Fee</p>	<p>\$25.00 per protest (fee returned if protest ruled to be valid)</p>
<p>Financial Assistance Program</p>	<p>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.</p>

Special Fee Waiver(s)	<p>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.</p> <p>Town Employees and Family Waiver - Town employees and their family in their household will receive a 25% discount off all preregistered classes.</p>
Volunteer Credit Certificate	<p>Volunteers providing the following number of hours serving Carrboro Recreation and Parks sponsored programs during the year will be awarded the following:</p> <ul style="list-style-type: none"> • 1 or more service hours = invitation to the volunteer recognition social. • 15 service hours = \$10 credit certificate to be applied toward a preregistered Carrboro Recreation and Parks Department sponsored program. <p><u>Restrictions</u> Each Credit Certificate may be used once. Must be used within twelve months, immediately following volunteer service. Credit Certificates may not be applied toward co-sponsored programs where revenue sharing is used. No refunds, exchanges, or redemptions toward cash. Credit Certificates may only be applied toward a family account.</p> <p>Credit Certificates will expire one year from the date of issue.</p> <p>Accumulative maximum of \$60 credit.</p>
Co-Sponsored Programs	<p>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.</p> <p>Promotional Display Ad (for web pages)- Fee or charges to be determined by the nature of the event coordinator, size of promotional ad, and length of time the promotion is posted on-line. Priced from \$1.00 per day to \$20.00 per week.</p>

Special Event Requests	<p>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.</p> <p>Police Officer - \$30.00 per hour, \$10.00 per vehicle Fire Fighter - \$30.00 per hour Command vehicle/pick up \$25.50/hr Engine pumper truck \$91.00/hr Aerial truck \$140.81/hr Tent Permit (20' x 20' and larger) - \$50.00 Open Flame Permit - \$50.00 Assembly Permit - \$50.00 Public Works employee - \$30.00 per hour Vehicle Usage - \$30/hr. Street Closings plus cost of advertising public hearing and mailings - \$85.00</p>
Equipment Bag Rental	<p>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.</p> <ol style="list-style-type: none"> 1. Basic Adult Bags 1 & 2-(1) volleyball net (1) volleyball (3) softball bats (1 set) horseshoes (1) Frisbee (1) basketball Deposit: \$263.00 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 3. Croquet Bag 5-(1) Croquet Set Deposit: \$90.00 4. Basic Volleyball Bag 6-(1) volleyball net (1) volleyball Deposit: \$52.00 <p>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</p>

Croquet Set: \$90.00
 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 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) (Each additional half hour pro-rated at the set charge) Weekday Use: (for Three Hours) Weekend Use: (for Three Hours)	 \$165.00 \$276.00	 \$87.00 \$138.00	Nonrefundable prepayment Fee (all rooms and Hall – 10% of contract total) required to confirm rental. Use of Hall prior to or after normal operating hours – \$92 per hour For Hall use on weekends; before or after normal operating hours – \$138 per hour
Activity Rooms 1 – 4 (2 hr. min.) 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. 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 <u>not cancelled</u> three weeks (21 days) in advance forfeit all rental fees.
Century Center Equipment Fees AV equipment (example: TV, DVD, Laptop computer, portable screen) LCD Projector Large Sound Board	\$10.00 per use \$20.00 per use \$40.00 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.

14. Fee waivers for sound equipment may be requested by certified non-profit 501c3 organizations.

Catering/Meal Services	Fees
Fee for all refreshments and/or food service activity (Century Hall Only) Clean-up Fee 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.	5% of the room rental \$300
Century Center Services	Rate
Overnight storage (only available when no events are scheduled after the event that requires storage) Pre-Program overnight storage (example for wedding receptions deliveries) Piano Tuning beyond routine tuning (2x/yr) Booth Rental at Century Center Events 100 th Birthday party or 50 th Wedding Anniversary (Carrboro Residents only)	\$50.00 per night – Century Hall \$25.00 per night – Activity Rooms, first floor \$100.00 per day Activity Rooms, first floor \$175.00 per day – Century Hall At cost \$25/no electricity or \$35/with electricity 50% discount

Refunds

1. All refunds/withdrawals from programs should be requested in writing and sent to the Administrative Assistant of the Recreation and Parks department.
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.
3. Injury or illness of a participant. Doctor's documentation is needed. (If the program is underway, the refund will be prorated).

PROGRAMS/ACTIVITIES

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.
2. \$40 for a withdrawal from a summer camp that is made after the designated date and prior to the start of the camp.
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).
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.

Note: It is the discretion of the program supervisor whether a refund will be given on commodity (supplies, tickets, apparel, etc.) that has already been purchased by the participant.

FACILITIES

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.
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	
Roll Out Containers	Actual cost to town - \$48.25 per
Yard Waste Containers	Actual cost to town- 48.25 per
Extra Roll Out Container Service	\$2.00/container
Extra Dumpster Collection for Multi-Family Dwellings	\$22.00 8 cubic yard \$17.00 6 cubic yard \$12.00 4 cubic yard \$ 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

Online Permitting and Access (charged on each individual permit)	\$40.00
---	---------

CONSTRUCTION PERMIT FEES

Building Permits	
Minimum Permit Fee	\$65.00
Demolition permit	\$65.00
Relocation of Structures	\$65.00
Mobile home set up	\$65.00
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	\$275.00

footage (commercial), and renovations to existing commercial building located in the University Lake watershed	
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	\$35.00
Grease traps	\$35.00
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.	\$100.00

25.1-50 sq. ft.	\$125.00
Over 50 sq. ft.	\$150.00
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	
Up to 400 AMP	\$150.00
401 - 1,000 AMP	\$250.00
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
Online Permitting and Access (charged on each individual permit)	\$40
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 - Residential	\$165/ Certificate of Occupancy
Engineering Inspection Fee - Commercial	\$350/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 - pull station, water-flow switch, tamper switch, heat and smoke detectors, etc.). Commercial projects	\$2.00 per initiating device
Fire Sprinkler/Standpipe/Fire Pump/Extinguishing System Permit Sprinkler head, fusible links, frangible bulbs, water flow switch, supervisory device, etc.	\$100.00 \$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) \$20.00 (sign and post)
Work initiated without required construction permits	Twice the original permit fee
LAND USE PERMIT FEES	
Engineering plan review and requested inspections/site visit costs have been included with permit fees.	

CONDITIONAL USE OR SPECIAL USE PERMITS (New Requests)	
Residential (up to 3 rounds of review)	\$1,300 .00+ \$110.00 per unit
Residential >3 rounds of review)	\$ 750.00 +\$55.00 per unit
Commercial (up to 3 rounds of review)	\$1,200.00 + \$.06 per square foot of commercial building space
Commercial (>3 rounds of review)	\$600.00 +\$.03 per square foot of commercial building space
Mixed Use(up to 3 rounds of review)	\$1,200.00 + \$.06 per square foot of commercial building space + \$36.00 per residential unit
Mixed Use (>3 rounds of review)	\$600.00 +\$.03 per square foot of commercial building space +\$18.00 per residential unit

Miscellaneous, Less than 3 acres (up to 3 rounds of review)	\$750.00
Miscellaneous, Less than 3 acres (>3 rounds of review)	\$375.00
Miscellaneous, 3 acres or more (up to 3 rounds of review)	\$1,500.00
Miscellaneous, 3 acres or more (>3 rounds of review)	\$750.00
Watershed Subdivision, 4 lots or less	\$450.00 + \$75/lot
Child Day Care Facility-S.U.P. (Large Child Day Care Homes - 12 pre-school or 15 school-aged children)	\$450.00 + 0.025 per square foot of building area
ZONING PERMITS	
Residential	\$75.00 per unit + \$75/unit or lot and/or .025 per square foot of building area when engineering review
Commercial	\$60.00 or \$0.06/ per sq. ft. of commercial area, whichever is greater and .025 per square foot of building area when engineering review
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 (up to 3 rounds of review)	\$1,500 + \$100 per residential unit + \$0.13/square foot of commercial space
CUP attached to any VMU or O/A Rezoning Request (> 3 rounds of review)	\$1,500 + \$100 per residential unit + \$0.13/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 (up to 3 rounds of review)	\$1000 +\$105.00/unit+\$0.13/square foot of commercial building space

Conditional Use Permit attached to any CU Rezoning Request (>3 rounds of review)	\$500 +\$50.00 per unit+\$.07/square foot of commercial building space + \$75/unit when engineering plan review
CONCEPT PLAN/PRE-APPLICATION	
Walk-about/Concept Plan Review	\$150 + \$25/unit or lot
Yield Plan Review	\$150 + \$25/unit or lot
Pre-Application with technical review	\$50/lot and/or .025/ square foot of building area
Pre-Application with technical review > 3 rounds of review	\$300/lot and/or .025/ square foot of building area
CONDITIONAL OR SPECIAL USE PERMIT MODIFICATIONS	
Minor Modification with hearing	\$600.00 + \$50/lot and/or .025/ square foot
Minor Modification without hearing	\$300.00 + \$50/lot and/or .025/ square foot
Insignificant Deviations	\$150 + \$50/lot and/or .025/ square foot
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 + \$50 per unit or lot when engineering review
2. 5 to 10 acres	\$250 + \$30.00 per unit or lot + \$50 per unit or lot when engineering review
3. More than 10 acres	\$300 + \$30.00 per unit or lot + \$50 per unit or lot when engineering review
VARIANCES	\$350.00 + \$50 per unit or lot when engineering review
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 + \$80 per unit
5 to 25 units	\$500.00 per construction plan review + \$80 per unit
less than 5 units	\$250.00 per construction plan review + \$80 per unit
Commercial	\$750 + \$.18 per square foot of commercial building space
Mixed Use	\$600 + \$.15 per square foot of commercial building space + \$25 per residential unit + \$50/unit and/or .025/square foot of building area when engineering review
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, Residential	\$1,200 + \$30/acre + \$50/unit when engineering review
To a Conditional Zone, Commercial or Mixed-Use	\$1,200 + \$30/acre + \$50/unit when engineering review
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
ZONING TEXT AMENDMENT	\$475.00

MAPS AND SERVICES	
<i>Zoning Map</i>	
Large, wall map	\$20.00
E-size (34 x 44)	\$15.00
D-size (22 x 34)	\$12.00
11 x 17	\$10.00

<i>City Limits Map</i>	
E-size	\$15.00
11 x 17	\$10.00
<i>Natural Constraints Map</i>	
E-size	\$15.00
11 x 17	\$10.00
<i>Custom Maps</i> (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)
<i>Blueprint Maps</i>	
1979 and 1985 Topographic Maps ((Print of Digital Data)	\$30.00
<i>Digital Data</i>	
Existing Data Layer	\$30.00
Customized Data Layer	\$30.00 + \$40.00 per hour (\$50.00 minimum)
Digital Published Map	\$30.00
Public Hearing Notification Mailing	\$30.00 + \$.65/ address
(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 Greenway	\$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 EQUIPMENT RENTAL– 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 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.	\$.10 for each printed, plotted or photographic database output page
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.



Town of Carrboro

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

Agenda Item Abstract

File Number:17-218

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Exploration of Affordable Housing on Town-Owned Land

PURPOSE: The purpose of this item is for the Board to receive an update on work staff and the Affordable Housing Task Force conducted on the exploration of possible affordable housing development strategies on town-owned land.

DEPARTMENT: Town Manager's Office, Planning Department

CONTACT INFORMATION: Julie Eckenrode, Assistant to the Town Manager, 919-918-7308, jeckenorde@townofcarrboro.org; Trish McGuire, Planning Director, pmcguire@townofcarrboro.org

INFORMATION: Town staff and the Affordable Housing Task Force explored the potential for affordable housing development on parcels of town-owned land. This agenda item is to provide the Board an update on this work, for the Board to consider continuing to pursue this strategy, and for the Board to provide feedback on preferred methods for moving forward, if desired.

Overview of Exploration

In 2016, staff began exploring the possibility of facilitating development of affordable housing on publicly-owned land. This work began in partnership with Orange County and the Town of Chapel Hill through a regional workgroup. This workgroup established a standard set of criteria for evaluating publicly owned land to assist in determining viability of development on existing parcels. Attachment D has more information on this criteria and the process of identifying potential sites.

Town staff was then able to identify town-owned land that were potentially feasible sites for affordable housing development. Staff worked with the Affordable Housing Task Force to further analyze sites and explore possibilities for facilitating development. This work culminated in the identification of three sites in town that appear to be feasible for affordable housing development. These three sites are located on Crest Street, Hill Street, and Pathway Drive.

Attachments A, B, and C are evaluations and descriptions of these sites, along with maps and photographs. Staff will present to the Board the evaluations of these sites.

Relationship of Exploration to Affordable Housing Plan

The exploration of the potential for facilitating affordable housing on town-owned land has been pursued as a method to assist in reaching Goal 1.1 and Goal 2.1 of the Town's Affordable Housing Plan. Goals 1.1 and 2.1

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

are to increase the number of permanently affordable homeownership and rental units in Carrboro. This work is also in line with strategy 2.1B, which calls for staff to work with partners to identify and reserve land for future affordable housing development.

FISCAL & STAFF IMPACT: There is no fiscal impact associated with this agenda item.

RECOMMENDATION: Staff recommends the Board receive the update, provide direction on whether staff should continue to pursue this strategy, and provide feedback on desired methods for moving forward, if the Board wishes to continue pursuing this exploration.



Crest Street

PIN: 9778899390

Size: 1.08 acres

Value: \$308,928

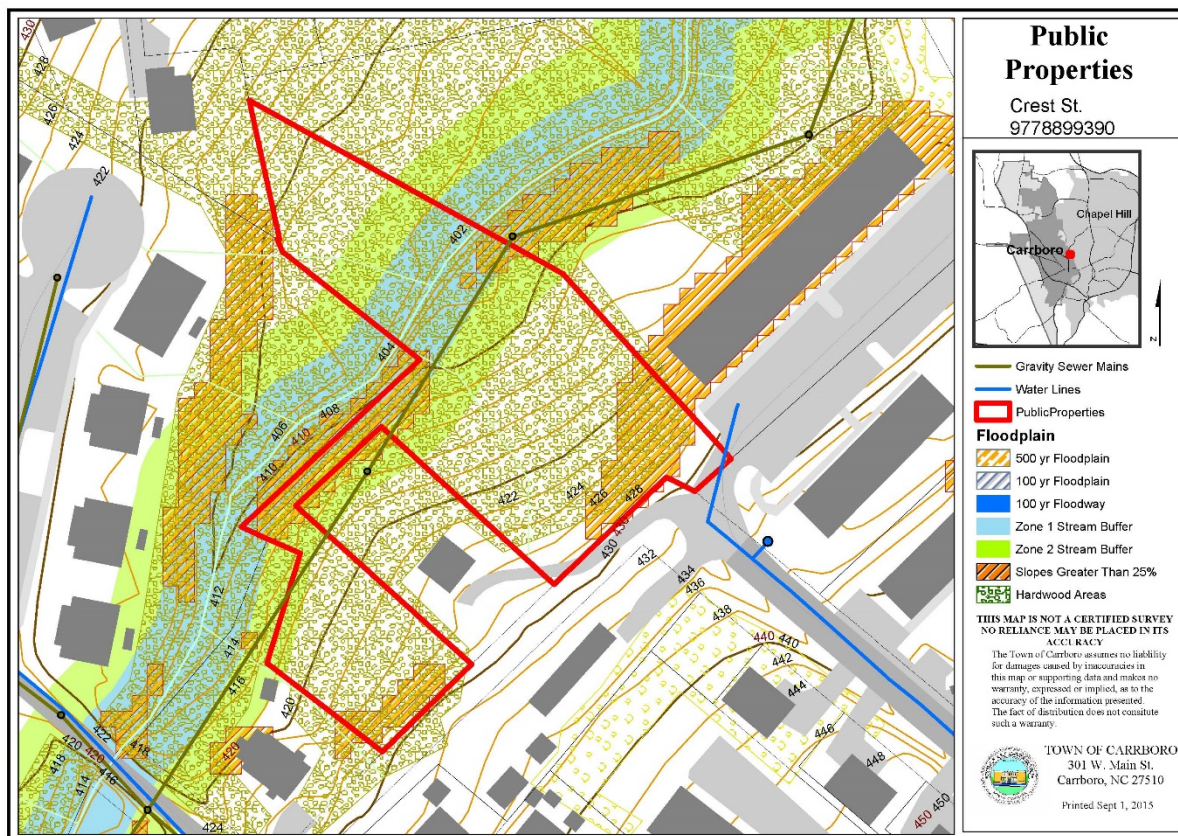
Zoning: R75



Known assets favorable to development	1. All utilities are adjacent to the property 2. Most of the property does not contain significant slopes
Known issues that could potentially restrict development or add costs	1. A property currently cuts off a large portion of the property, limiting density 2. Stream buffer towards the back of the property
Zoned density	6 units, 9 units with density bonus
Current uses	Open space
Future uses currently under consideration	Affordable housing
Transit	Approximately .4 miles to nearest bus stop
Relevant Notes	The Town of Chapel Hill conveyed the Crest Street property to the Town of Carrboro in 2003 for the use as affordable housing. The property was part of the Oakwood Public Housing complex before conveyance.



Map and Photograph of Property



Page 11 of 30



View of site from Crest Street



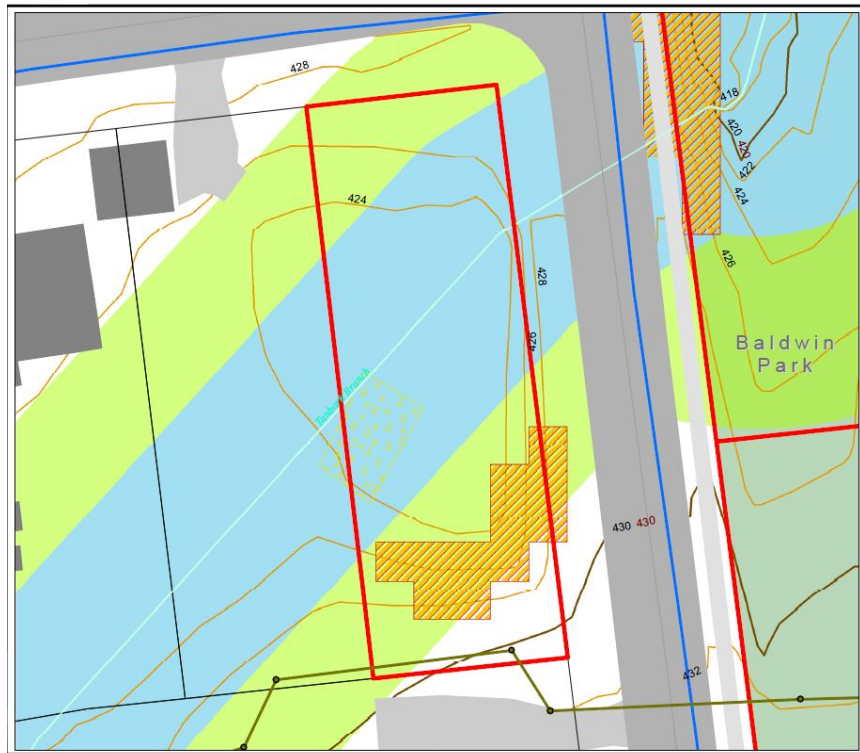
106 Hill Street

PIN: 9778975883

Size: .17 acres

Value: \$17,000

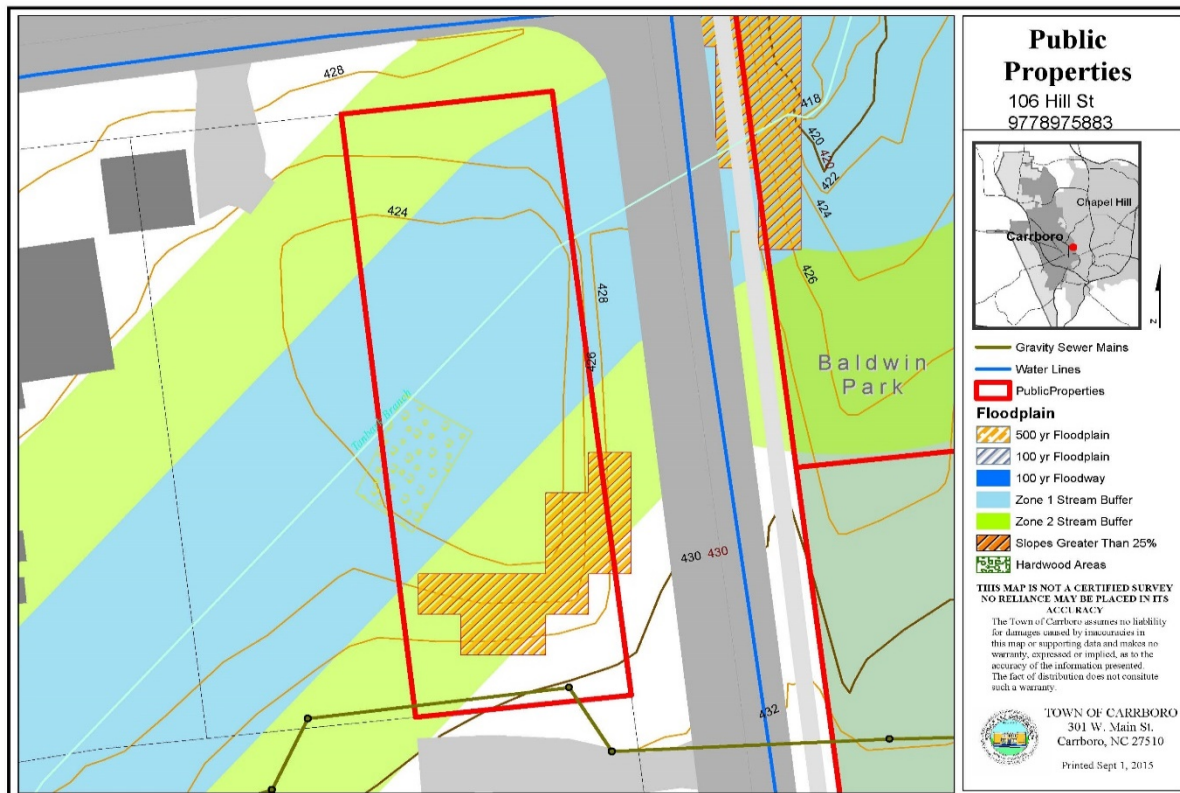
Zoning: R75



Known assets favorable to development	1. All utilities are adjacent to the property
Known issues that could potentially restrict development or add costs	1. Stream buffer runs through most of the property 2. OWASA easement on property 3. Duke Power easement on property 4. Would require a variance from the Board of Adjustment
Zoned density	1
Current uses	Open space
Future uses currently under consideration	Affordable housing
Transit	Approximately .4 miles to nearest bus stop
Relevant notes	Deeded to the Town in May 2006



Map and Photograph of Property



Page 15 of 30



View from near the corner of Lloyd St and Hill St



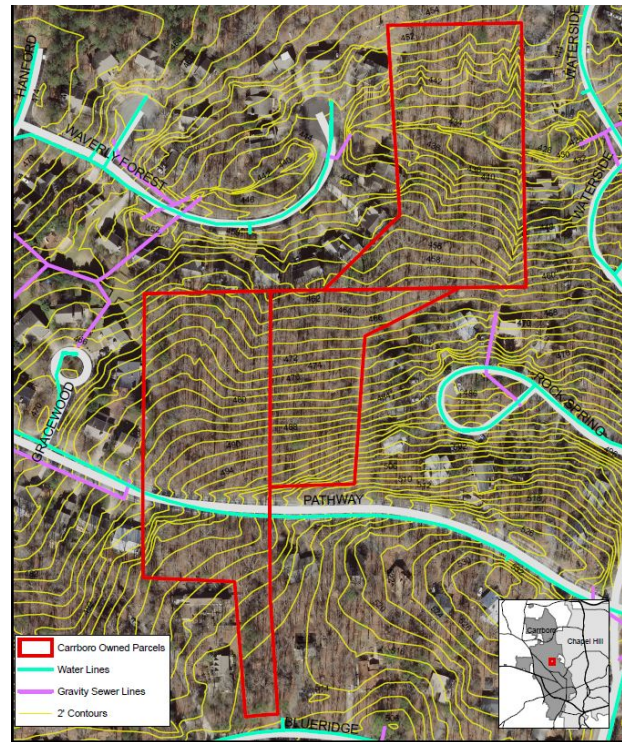
1814-1816 Pathway Drive

PIN: 9779427516, 9779429615, 9779531130

Size: 6.3 acres total

Value: \$261,728

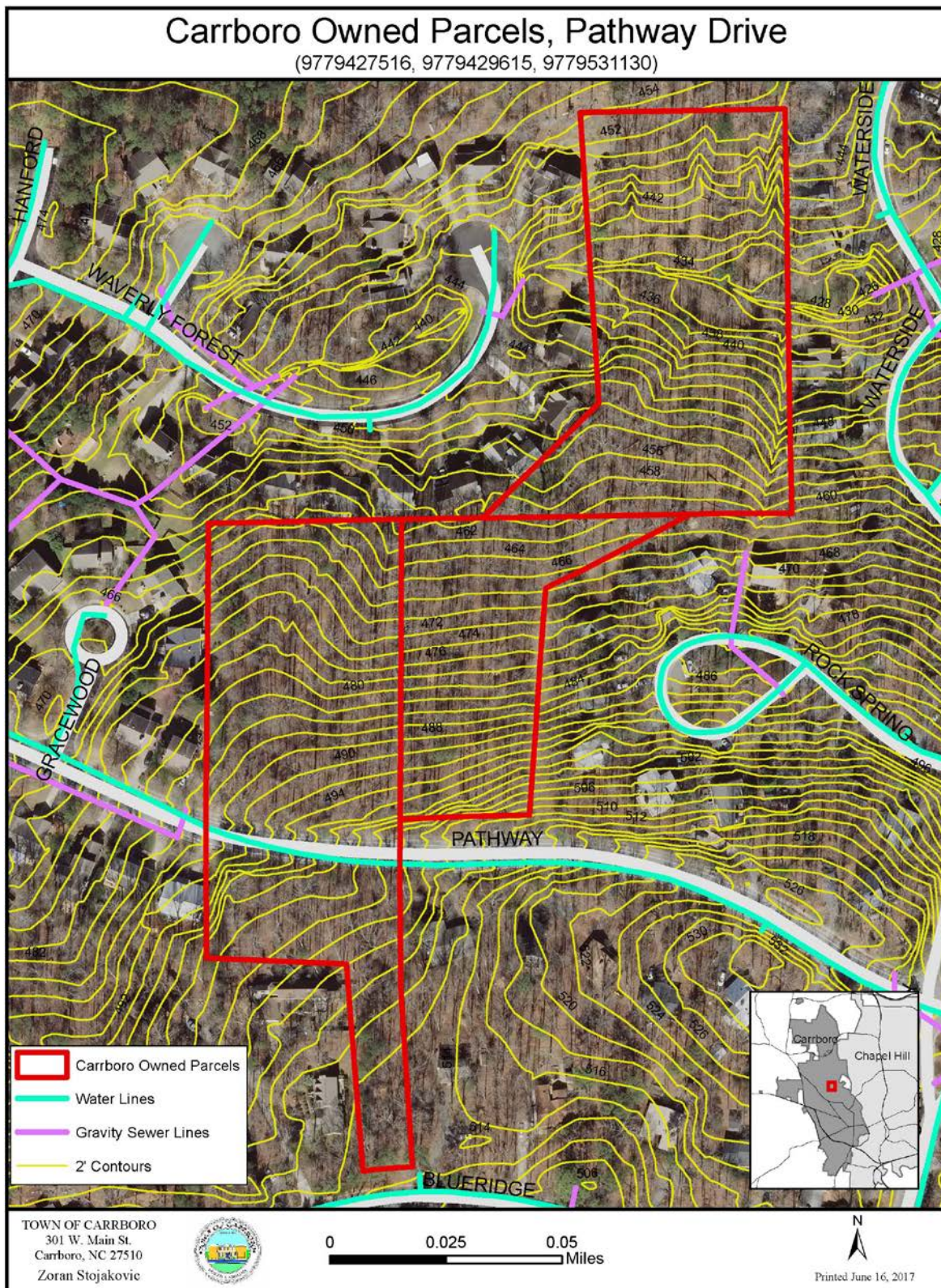
Zoning: R15, RSIR, RSIR2



Known assets favorable to development	<ol style="list-style-type: none"> 1. All utilities are adjacent to the property 2. Few slope/grading issues 3. Stream buffers only located in the northern most property
Known issues that could potentially restrict development or add costs	<ol style="list-style-type: none"> 1. It is anticipated that an in-depth community engagement process would be conducted to assist in determining the scope of potential development on the parcels.
Zoned density	23 units collectively, 34 units with density bonus collectively
Current uses	Open space
Future uses currently under consideration	Affordable housing
Transit	Approximately .5 - .7 miles to nearest bus stop
Relevant Notes	The 2006 Recreation and Parks Comprehensive Master Plan states that, with the acquisition of MLK Park, none of the Pathway Drive parcels were needed to serve as recreation or park space.



Map and Photographs of Property





Street view near the center of the properties along the street



Street view on the western portion of the properties along the street



Street view from the eastern portion of the properties along the street



Street view of the portion of the site that crosses over the street

Criteria for Identifying Potential Affordable Housing Sites

Staff started with 47 parcels of land owned by the Town of Carrboro. By applying the below criteria, conducting site visits, and with guidance from the Affordable Housing Task Force, the list has been narrowed down to 5 parcels, or 3 sites with the highest potential for affordable housing development. Parcels from the original 47 were immediately excluded if they fell into any of the following categories:

- 1) Within a conservation easement
- 2) Inside a Long-Term Interest Areas (WASMPBA)
- 3) No water or sewer nearby
- 4) Within 100 year floodplain
- 5) Within dedicated right-of-way
- 6) Parcel completely developed
- 7) Inside Rural Buffer zoning

There might be other restrictions on these parcels that might exclude them from being potential affordable housing locations.

To: David Andrews

From: G. Nicholas Herman & Kevin R. Hornik

Date: February 15th, 2018

Re: Options for Developing Town Property for Affordable Housing

Mr. Andrews,

You have directed The Brough Law Firm, PLLC, on behalf of the Town of Carrboro (the “Town”), to research and outline the options available to the Town for developing affordable housing units on property owned by the Town. This Memorandum shall form the basis of the Town’s Affordable Housing Commission’s planning efforts with respect to how best to use Town property to provide affordable housing units for the community. The results of our research are outlined below.

North Carolina’s Housing Authorities Law (N.C. Gen. Stat. § 157-1, et seq.) authorizes local governments to create a “housing authority,” or a “public body and a body corporate and politic” vested with the power to undertake housing projects designed to provide housing for those with low or moderate income. However, N.C. Gen. Stat. § 157-4.1 authorizes city councils to either create a city-run “redevelopment commission... to exercise the powers, duties, and responsibilities of a housing authority” or to exercise those powers and duties itself. If the city council chooses to exercise those duties itself, it may assign the administration of those duties to any new or existing department of the city.

Local governments are authorized to engage in a number of different “housing projects” in an effort to provide affordable housing. This authority is detailed in N.C. Gen. Stat. § 157-1 through -70. The term “housing projects” covers a wide variety of activities related to the provision of affordable housing, including: planning for buildings or improvements related to affordable

housing, demolition of existing structures, construction, reconstruction, alteration, and repair of improvements, and any other work related to affordable housing. Of course, any fiscal involvement by the Town must meet the basic constitutional requirement that the expenditure of public funds be tied to some public purpose. However, a number of North Carolina Supreme Court Opinions clearly state that the provision of housing for persons and families with low income is a constitutionally-valid public purpose.¹

Generally, there are two categories of action available to the Town. The Town may engage in supply-oriented programs, which are designed to provide affordable housing options through affordable housing development projects either undertaken by the Town or subsidized by the Town. The Town may also engage in demand-oriented programs, which are designed to provide housing assistance funds to those seeking affordable housing. As the Town has already appropriated land in a number of subdivisions with the intention of providing affordable housing units to the community, our research efforts have focused primarily on the Town's supply-oriented authority.

Below, you will find an explanation of the Town's authority to use Town-owned land to provide affordable housing to persons of low to moderate income.

I. Authority to Finance Affordable Housing Projects

N.C. Gen. Stat. § 159-48(d)(7) very clearly authorizes city governments to borrow money and issue general obligation bonds to finance the development of affordable housing units. The statute specifically allows local governments to:

“[provide] housing projects for the benefit of persons of low income, or moderate income, or low and moderate income, including without limitation (i) construction or acquisition of

¹ See *In re Denial of Approval to Issue \$30,000,000.00 Single Family Housing Bonds and \$30,000,000.00 of Multi-Family Housing Bonds for Persons of Moderate Income*, 307 N.C. 52, 296 S.E.2d 281 (1982); *Martin v. North Carolina Housing Corp.*, 277 N.C. 29, 175 S.E.2d 665 (1970); *Wells v. Hous. Auth. Of City of Wilmington*, 213 N.C. 744, 197 S.E. 693 (1938).

projects to be owned by a city, redevelopment commission, or housing authority, and (ii) loans, grants, interest supplements and other programs of financial assistance to persons of low income, or moderate income, or low and moderate income, and developers of housing for persons of low income, moderate income, or low and moderate income. A housing project may provide housing for persons other than low or moderate income, as long as at least twenty percent (20%) of the units in the project are set aside for housing for the exclusive use of persons of low income. No rent subsidy may be paid from bond proceeds.”

This statute makes clear that the Town is authorized to develop affordable housing units, to be owned by the Town, or to provide financial assistance to those with low or moderate incomes, or to grant subsidies to developers who intend to provide housing for those with low or moderate incomes. The Town may finance these projects through the typical general obligation bond process, outlined in the Local Government Bond Act (N.C. Gen. Stat. § 159-43, et seq.).

II. Authority to Dispose of Public Property for the Provision of Affordable Housing

As a general rule, North Carolina local governments are required to dispose of public property through competitive bidding procedures—i.e., sealed bids (per G.S. 160A-268), upset bids (G.S. 160A-269), or public auctions (G.S. 160A-270). Further, local governments may not place conditions on the sale of public property that will depress the value of the property. However, one key exception to these general rules deals with local government authority to dispose of public property for the creation of affordable housing stock.

In cases where public property is sold to ensure the availability of safe, decent, and affordable housing for persons of low to moderate income, local governments may use “private sale” procedures to convey public property to the buyer of its choice, without undergoing the public bidding process.²

It is important to note, however, that under no circumstances may a local government convey property for less than it is worth. Article I, Section 32 of the North Carolina Constitution

² N.C. Gen. Stat. § 160A-279 and N.C. Gen. Stat. § 160A-267

prohibits the conveyance of “exclusive emoluments”—i.e., gifts of money, property, or privilege from the government—without some commensurate value in return. Where public property is being conveyed at less than market value, the local government must receive some valuable public service in return for any subsidy the government provides.

It is also worth noting that the North Carolina Constitution authorizes local governments to spend money “for public purposes only.”³ The North Carolina Supreme Court has determined that the expenditure of public money to provide affordable housing stock serves a “public purpose” when it is necessary—i.e., when decent affordable housing is “not otherwise available” to persons of low to moderate income.⁴ This is significant in that it requires a showing that private enterprise has not provided adequate housing on its own.

Because the conveyance of public property for less than fair market value is equivalent to an expenditure of public funds for the benefit of the recipient, the public purpose for the conveyance must be clearly articulated. This may be managed by demonstrating the lack of affordable housing stock for persons of low to moderate income in the community, and a description of how the local government’s financial support will benefit those with low to moderate incomes. Generally, this should be accompanied by a clearly defined budget and projected costs, as any public money expended in excess of what is necessary to provide the stated public benefit will be considered an unconstitutional exclusive emolument or gift to the developer.

Additionally, it is wise to require specific performance guarantees from the recipient. This can be accomplished by drafting a clear written agreement between the local government and the recipient, detailing, among other things: how many affordable housing units will be provided, any eligibility criteria for households to purchase or rent the affordable housing units, the affordability

³ Article V, Section 2(1) of the North Carolina Constitution

⁴ *Martin v. North Carolina Housing Corporation*, 277 N.C. 29, 50 (1970).

level of housing units as a percentage of household income, timing and phasing of the development and construction of affordable housing units, the process for certification of eligible households and the process for transfer from one eligible owner or tenant to another, and the period for which affordable housing must be provided on the property and whether the property will be returned to the local government at the end of that period.

Another common method for ensuring the provision of affordable housing following the conveyance of public property is through the inclusion of restrictions on the deed, which may also include a reverter clause. Such restrictions would prohibit the property from being used for any purpose other than the provision of affordable housing. A reverter clause would ensure that if, at any time, the property ceases to be used for affordable housing or otherwise violates the deed restrictions or other written agreements between the recipient and the local government to provide affordable housing on the property, ownership of the property will revert back to the local government.

In addition, local governments must clearly identify statutory authority to convey public property for affordable housing. There are a number of statutes which provide this authority, varying depending on what type of local government unit is making the conveyance (municipality or county), the recipient of the property (for-profit or non-profit), and the type of conveyance made (sale or lease). The following will briefly detail the statutory authority for municipal governments to sell or lease public property to for-profit and non-profit entities for the provision of affordable housing units.

A. Sale to Non-Profit Entities

Pursuant to N.C. Gen. Stat. § 160A-279, whenever a local government is authorized to appropriate funds to non-profit entities carrying out a public purpose, the local government is also

authorized to convey public property by “private sale” to that entity. Private sales allow local governments to choose their preferred buyer, as opposed to entering into a competitive bidding process. Private sales must be conducted according to the procedures outlined in N.C. Gen. Stat. § 160A-267 and, as described above, the local government must attach “covenants or conditions” to the conveyance to ensure that the property will be put to public use.

Municipalities are specifically authorized to make appropriations for affordable housing under the Housing Authorities Law⁵ and N.C. Gen. Stat. § 160A-465(b), which states that: “[a]ny city council may exercise directly those powers granted by law to...municipal housing authorities, and may do so whether or not a...housing authority is in existence in such city.” Therefore, since cities are authorized to exercise the powers of a housing authority and to make appropriations for the provision of affordable housing pursuant to that authority, N.C. Gen. Stat. § 160A-279 permits municipalities to convey public property by private sale to non-profit entities that covenant or agree to use the property and any associated subsidies to provide affordable housing for persons of low to moderate income.

B. Sale to For-Profit Entities

The provisions of N.C. Gen. Stat. § 160A-279, described above, which allow local governments to convey property to non-profit entities, do not apply to conveyances to for-profit entities. However, Pursuant to N.C. Gen. Stat. § 157-9, housing authorities are generally exempt from property disposition regulations. The statute specifically states that “[n]o provisions with respect to the acquisition, operation or disposition of property by other public bodies shall be applicable to a[] [housing] authority unless the legislature shall specifically so state.”

⁵ N.C. Gen. Stat. Chapter 157

As a result, when a municipality properly assumes the role of housing authority, as authorized by N.C. Gen. Stat. § 160A-456, the municipality is not obligated to follow the general procedures for the disposition of property by a municipality. As a result, municipal governments may convey public property to for-profit entities in much the same way they are authorized to convey property to non-profit entities, provided that the requirements of the Housing Authority Law and North Carolina Constitution are met.

C. Lease of Public Property for Affordable Housing

Finally, N.C. Gen. Stat. § 160A-278 authorizes municipal governments to engage in private negotiations to lease property to any entity that will use the property to construct affordable housing for persons of low to moderate income. This authority stands on its own, and does not require municipal governments to exercise or assume the powers of a housing authority.

III. Types of “Housing Projects” that Local Governments May Engage In

N.C. Gen. Stat. § 157-9(a) authorizes housing authorities, and, by extension, local governments acting under N.C. Gen. Stat. § 160A-456(b), to “prepare, carry out and operate housing projects” and to “provide for the construction, reconstruction, improvement, alteration or repair of any housing project or any part thereof.” This provides very broad authority to engage in the provision of affordable housing to persons of low to moderate income, when necessitated by the housing market.

“Housing project” is broadly defined under N.C. Gen. Stat. § 157-3(12), and includes the direct provision of affordable housing stock, payment of rent subsidies, provision of grants and loans to persons of low to moderate income, and the provision of grants, loans, or other financial assistance to public or private developers engaging in the construction or provision of affordable housing stock to persons of low to moderate income.

It is worth noting that where a housing authority, or local government acting as a housing authority, assists in the provision of a multi-family affordable housing development, the following requirements must be met:

1. At least 20% of the units in the housing project must be set aside for the exclusive use of persons of low income,
2. Units set aside for persons of low income must continue to be set aside for at least 15 years, and
3. “Persons of low income” must be defined as those in households earning no more than 60% of the local area median family income.

Additionally, it is common practice for municipal governments to oversee or regulate the rental or sale prices for affordable housing units, and to oversee the budget for construction and operation of affordable housing projects subsidized by the local government to ensure compliance with N.C. Gen. Stat. § 157-29’s requirement that the cost of affordable housing units be at “the lowest possible rates consistent with...providing decent, safe, and sanitary dwelling accommodations” and that the housing project cannot “provide revenues for other activities of the city.”

IV. Conclusion

Ultimately, it is clear that the Town has significant authority to provide affordable housing within the community. The Town may do so by selling or leasing Town-owned property to for-profit or non-profit entities who will construct affordable housing units on the property, so long as the housing market and the available housing stock necessitate government action. It is also clear that the typical open bidding procedures are not required in these circumstances. Rather, the Town may engage in a “private sale” so long as any resulting sales agreements clearly express the public

benefit to be provided, the projected budget, and the projected costs to the developer. In essence, it must be clear that any benefit conveyed to the developer—whether through a subsidy or reduction in sales price—does not exceed the value of the public benefit provided.



Town of Carrboro

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

Agenda Item Abstract

File Number:17-583

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Carr Mill - Minor Modification to CUP - Weaver Street Market Yard Renovation, Cafe Enclosure & Weaver St. Sidewalk Widening

PURPOSE: N. R. Milian Associates, on behalf of Carr Mill Limited Partnership, has submitted an application for a minor modification to the existing Carr Mill Conditional Use Permit (CUP) to allow Improvements to the Weaver Street Market yard, an expansion of the Café into existing covered walkway, and the widening of the Weaver St. sidewalk.

DEPARTMENT: Planning

CONTACT INFORMATION: Jeff Kleaveland, 919-918-7332

INFORMATION: N. R. Milian Associates, on behalf of Carr Mill Limited Partnership, and in conjunction with designers Jack Haggerty and David Swanson, has submitted an application for a minor modification to the existing Carr Mill Conditional Use Permit (CUP) to allow improvements to the Weaver Street Market yard, an expansion of the Café into existing covered walkway, and the widening of the Weaver St. sidewalk.

The CUP for the Carr Mill Mall was originally issued on February 11, 1976. Various modifications to the CUP have been granted since that time.

This application is a Minor Modification request which is regulated by Section 15-64(b) of the LUO, which states:

“...minor design modifications or changes in permits (including approved plans) are permissible with the approval of the permit-issuing authority. Unless it is requested by the permit-issuing authority, no public hearing shall be required for such minor modification. For purposes of this section, minor design modifications or changes are those that have no substantial impact on neighboring properties, the general public, or those intended to occupy or use the proposed development.”

Attached to this agenda item are plans for each portion of this project along with an extensive narrative prepared by the applicant that explains the process by which they arrived at these plans. Note that this narrative also provides details about the three Neighborhood Information Meetings held in April 2018, including a summary of comments from the participants.

If approved, the minor modification, subject to further construction plan review, will authorize the following items for

construction (this listing covers only the major elements of the proposals):

Weaver Street Market Yard Renovation Elements:

- The addition of paving (both pervious and impervious);
- The addition of pervious wooden decking in the root zone of four of the existing large trees;
- The addition of small patch of artificial grass for high-use area;
- Seven (7) or more new canopy trees with a new native planting border;
- Removal of the entry water feature and the relocation of its sculpture;
- The addition of a fence border along Weaver St. (as a safety element for children), and;
- The installation of a sub-surface drainage system;
- Rearrangement of the existing outdoor tables and seats;
- The addition of a stable surface area for bands to set up;
- The addition of incidental lighting within some of the existing trees;
- The net new additional impervious surface is below 5,000 sf;
- The proposal requires the removal of an existing 26" Water Oak in the NW corner of the yard.

Expansion of the Weaver Street Café

- The addition of 915 sf of new interior café square footage accomplished by the enclosing of a portion of the existing covered colonnade (the walkway covered by the green metal roof). This enclosure will be a standard aluminum and glass storefront system similar to the existing storefront;
- The replacement of the shade sails of the of the West Patio with a metal roofing; the plans suggest that this 436 sf area could become part of "future, possible enclosure";
- The additional square footage would increase the parking requirement by 3-4 parking spaces.

Widening of the Weaver St. sidewalk

- The existing 5' sidewalk is proposed to be enlarged to 9' along about 195' of the northern boundary of the Weaver St. public right-of-way;
- Associated retaining walls where needed to resolve grade conflicts;
- Again, the work is predominately with the public right-of-way.
- Some removal of existing trees (2 maples) along the property line may be required;
- Removal of some streetscape elements (tree planting with steel tree grate) small retaining wall.
- The existing sidewalk includes decorative brick detailing as specified by the Downtown Design Guidelines. The applicant has yet to detail how the widening of the sidewalk will tie into the existing pattern;
- The net new additional impervious surface caused by the sidewalk expansion is about 800 sf.

Drainage and Erosion Control

The construction activities associated with the proposed minor modification will result in about 4,500 sf increase in the total amount

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

of impervious surface area on the property. This figure does not include the proposed sidewalk widening within the Town's right-of-way.

Section 15-263 (a-3) exempts projects in "unsubdivided developments" that add less than 5,000 sf of new impervious surface on any particular property.

While the proposed project stays below 5,000 sf, excluding the sidewalk expansion, the history of the Carr Mill CUP has been one of amendments that have incrementally increased the impervious surface total. This project is consistent with this pattern.

The Town Engineer has reviewed the proposal and had preliminary comments pending the submittal of construction drawings. He has preliminary concerns regarding gutter spread on Weaver St. This would be investigated in further detail during construction plan review.

Existing Non-conformities

The Carr Mill CUP is compliant with the regulations in place at the time of permitting in the 70's. Subsequent amendments are required, to the extent practicable, to bring the project into compliance with the current regulations. To this end, the applicant is requesting relief from the current LUO provisions as described on page 6 of the attached narrative based upon the Board finding that the cost of elimination of the non-conformity is disproportional to the benefit of doing so. The applicant is seeking relief in the area of lighting pole height, the 10' sidewalk requirement (9 is proposed), the VAA shading provision, the tree canopy provision (they will be increasing the existing canopy) and covered bicycle parking.

Miscellaneous

The performance standards outlined for the B-1 (C) Town Center Business zoning district, in Section 15-136 of the LUO, reflect the importance of Carr Mill, the former train station, and other elements of historic Carrboro. Intended to accommodate the pedestrian user, the district is designed to encourage unified shopping and entertainment areas focused around restaurants and specialty shops. The proposed modification plans for the Carr Mill CUP are consistent with these objectives, and reflect Carr Mill Mall's interest to continue to provide a gathering place for local residents.

Carr Mill has had multiple permit modifications that have, since 1976, combined to create the current assemblage of building spaces and uses. For an overview of the existing site arrangements, including a parking breakdown, see the cover sheet of Attachment D.

Public Hearing:

As with any Minor Modification request, the Board may choose to call a public hearing before making a decision.

FISCAL & STAFF IMPACT: No known fiscal impacts are associated with consideration of this request beyond collection of the review fee and staff time to prepare the item and review the permit modification

RECOMMENDATION: Staff recommends that the Board review the information provided and consider approving the resolution allowing for the aforementioned modifications to the Carr Mill Conditional Use Permit. The work is to include also the proposed widening of the Weaver St. sidewalk as described therein.

**Application for the Modification of the Conditional Use Permit for Carr Mill
May 7, 2018**

Project Name: Weaver Street Market Yard Renovation and Café/Walk Enclosure

Project Team:

Weaver St. Market – Ruffin Slater

Swanson & Associates, P.A. – David Swanson

Jack Haggerty, Architect Inc. – Jack Haggerty

Project Narrative

The proposed project entails the addition of patio and decking to the Weaver St. Yard; a widening of the sidewalk along a portion of East Weaver St.; the implementation of a tree succession plan and the addition of a planting bed and other site amenities. The second part of the project is the enclosure of 915 s.f. of area previously used for exterior seating and site circulation. The space is currently under roof and adds no impervious surface to the lot. The new space will be used for an expanded prepared food area, Café and circulation.

Context

The Weaver St. Yard is eroding. For a number of years the yard was regularly re-sodded, which was costly and, in the end, ineffective. The grass was gone in weeks due to hard use: concerts, store events, general play and near year-round use as seating, with the accompanying foot traffic, play and table dragging. In short, the Yard suffers from its popularity as a well-known town-gathering place.

After the sodding was discontinued, the Yard was regularly mulched. But with a hard rain, rivulets formed and the mulch floated away. The buoyant mulch collects in the parking lot to the southeast of the Yard. It swirls around the storm water inlet there before entering the town's storm sewer system.

Photo - The Weaver St. Yard after a rain in January of this year.



In addition to the regular loss of mulch, the soil itself is eroding. The Yard elevation, which once was flush with the sidewalk in front of the store, has dropped 5"-7" over the last two

decades. The erosion has washed away the soil around the trees, exposing the roots to wear and weather. In addition, the remaining soil is being further compacted due to the intensive use of the Yard. If nothing is done, or even if the current practice of mulching is continued, the Yard will continue to erode and the trees will continue to be negatively impacted. (See The Condition of the Yard: Soils and Trees, below)

Photo - Edge of sidewalk at Weaver St. Market – note erosion and exposure of un-formed concrete. The Yard was once flush with the sidewalk.



Photo - Exposed tree roots in the Weaver St. Market Yard.



Photo - Tree in the west sideyard of Carr Mill for comparison – compare the exposed root systems of the two trees.



Remedy – The Proposed Plan

Given all of the demands made on the Yard – entertainment, recreation and daily use as a gathering place (almost year round, and often in conjunction with town-sponsored events: the Fourth of July, the Music Festival, Open Streets), we are proposing the following improvements:

Installation of 3,678 s.f. of exposed aggregate patio where the seating is located. This will stabilize the Yard and provide a stable, cleanable surface for the tables. We investigated using a pervious or permeable material, but these require 12" or more of excavation, whereas the exposed aggregate requires almost no excavation that could harm the tree roots. The project will be incorporating 2,350 s.f. of permeable paving in other areas outside the tree canopy and critical root zones.



Installation of approximately 2,291 s.f. of wood decking under the trees (at the same height as the patio to avoid a trip hazard.) This decking will allow rain water to pass through to water the trees, and will protect the roots from compaction.



Installation of an artificial grass lawn so that children can play and adults can sit on a soft surface. This area will be located in front of a new exposed aggregate stage for the musical entertainment. We are proposing an environmentally friendly option called SYN RENEW that is made from biofuels (sugarcane) rather than petroleum.



Tree-mounted down-lighting. Currently the yard is lit only by light that comes through the windows of the storefront.

Establishment of a border between East Weaver St. and the Yard, consisting of a combination of native plants and low fencing to keep kids from running into the street.



On the other side of this border, a widening of the existing town sidewalk. The current sidewalk is 5' wide: we are proposing widening it to almost 9', up the edge of the right of way.

In addition to protecting the existing trees, we are putting forward a tree succession plan, which introduces young shade trees that will eventually succeed the existing trees as they age-out. This will provide for the future enjoyment of the Yard and will maintain the tree canopy. We are proposing seven new trees. These trees will not only maintain the canopy that is provided by the current trees, but will become street trees along E. Weaver St.

Our intention is to slow down the erosion of the Yard and to place a surface that can withstand the play, the foot traffic and the crowds. Our intention is to protect the existing trees and to plant a whole new generation of trees. Our intention is to define the yard with amenities and plantings that will increase the users' enjoyment of the yard, in the day and in the evening.

Inside the store, we are proposing enlarging the Café and the Prepared Food area. The new square footage will be under the existing roof, and the current west entry of the store will be re-worked as well. The new enclosed square footage totals 915 s.f. The addition adds no new impervious surface.

We are also proposing a cover over the West Patio. The Patio is an existing space of 436 s.f. defined by low retaining walls and currently covered with fabric sun-shades. We are proposing covering it with metal roofs on steel framing – the same material used in the current covered walk. With this application, we are also asking approval to enclose it fully in the future.

Tree Removal Justification (see plan): We are proposing the removal of a 26" Water Oak in the N.W. corner of the Yard. The root exposure at this tree is pronounced. The existing sidewalk adjacent to the tree is cracked, and given the tree's proximity to the existing building and proposed construction, we believe the removal is required and justified. (See The Condition of the Yard: Soils and Trees, below.)

Photo - Tree at N.W. corner of the Yard – to be removed. Note height of roots compared to adjacent sidewalk elevation.



Lighting Plan – see drawings

The site drawing shows new exterior lighting in the Yard. The new lighting will be tree-mounted, full cut-off luminaries, and will comply with T. of Carrboro L.U.O. § 15-242.

Transportation Impact Statement – The proposed addition of enclosed space totals 915 s.f. The proposed square footage is, comparatively speaking, quite small. No new parking is proposed. The project is located in the B1C zoning district and the suggested parking ratio for the use (one space per 300 s.f.) would require less than three new spaces. Bicycle Parking: No new bike parking is proposed, only relocation of existing bike racks.

Environmental Impact Statement –

Exterior Work: see discussion above.

Interior Work: the new enclosure will be mainly glass storefront, and again, will create no new impervious surface. The Market will continue its vigorous recycling program. The existing HVAC system is likely to be sufficient to serve the new interior space, and there will be only minimal changes to the other store systems and components.

Statement Regarding 2.150, 4.000 & 9.000 Uses –

The proposed work will introduce no new uses to the site.

2.150 - Retail Sales with Subordinate Manufacturing and Processing - none on site.

4.000 - Manufacturing, Processing, Creating, Repairing, etc – none on site.

9.000 – Motor vehicle Related Sales and Services – none on site.

Solid Waste, Town of Carrboro/ Recycling, Orange County

There is no change proposed to the current facilities. The new interior square footage will not materially increase the quantity of either solid waste or recycling materials.

Existing Non-Conformities to Remain –

Below are the existing non-conformities on the lot that we have identified. We are not proposing to bring all of them into conformity because the cost of doing so is not reasonably possible or is disproportional to the benefits of eliminating the nonconformity.

We wish to note that this project is being undertaken not by the Owner of the property, but by a single Tenant which occupies only 10 percent of the leasable space on the property, a tenant who has assumed the cost of the furnishing and maintenance of the Yard since the inception of the lease.

1. Existing site lighting at the parking lots: the pole lighting there exceeds 15' in height.
2. Sidewalk – The sidewalks on the public rights of way on the southern and western property lines are approximately 5' wide. We are proposing widening approximately 360' of the most frequently used sidewalk to almost 9' wide.
3. V.A.A. Shading – We are not proposing any new shading of the vehicle accommodation area. See "Cover" for calculations of v.a.a. shaded
4. Canopy – We are proposing additional canopy trees, but still do not meet the current ordinance requirement. See "Cover" for calculations of canopy coverage.
5. Bike Parking- We are not proposing any new bike parking, only relocation of some existing bike parking. See Cover for bike parking summary. We don't believe there is a shortage of bike racks, only that some cyclists choose not to use them.

Drawings attached as part of the application:

Cover – Project Summary

Existing Conditions
Demolition Plan
Site Plan (hardscape Plan)
Concept Drainage Plan
Impervious Surface & Tree Coverage Sheet
Building Plan (partial) showing new square footage
Building Elevation (partial), showing new construction

Not Included in Application
Any new signage will be submitted in a separate application.

The Condition of the Yard Soils and Trees

When the project team began this work, we discussed the hard-use of the Yard, the increasingly poor condition of it despite the Market's efforts to maintain it, and the existing trees. We noted the disappearance of soil from the Yard (see photo above of the existing concrete slab edge at the walk), and we discussed the efforts the Market had made to maintain the Yard. The use of the Yard for music, dining, casual seating, play, and gathering was not going to be reduced or eliminated, and any plan had to allow for these activities.

The task is challenging. The erosion of the Yard was obvious. We believed the soil was compacted, and that stormwater was unable to infiltrate the soil at any rate that prevented serious run-off. It does not take an especially hard rain to erode the yard, especially if there was rain a day or so earlier. We noted the rivulets of erosion that crossed the Yard, and, of course, the disappearing mulch was further evidence that the Yard was going down the public storm drain.

The Market hired Don Wells, a licensed soil scientist with Soil & Environmental Consultants of Raleigh. Mr. Wells recommended testing and then had his firm do an infiltration test (full report attached.) His report noted the heavy foot-traffic and the compaction of the soil. His report also identified the soil as fill, brought to the site. The fill was approximately 12" – 15" deep at the site tested, and beneath it was an impermeable layer of soil ("Clay, Massive") due to partially weathered rock at a depth of 15". The soil "refused" the technician's hand auger.

Mr. Wells notes that only one area of the Yard was tested, but gave the opinion that "...it is possible for a heavy rainfall event to cause small amounts of flooding, leading to surface run-off, within the area of Site 1 due to this impermeable layer." See the photo above, visual evidence of Mr. Wells' opinion. He further noted that "...with past site grading (construction of the Carr Mill Annex circa 1987-88), it is very common to have compacted soils. Compacted soils over a dense clay layer will result in above normal run-off, with fill eroding in the absence of ground cover." (Email correspondence with Don Wells, 4.23.2018)

The team also consulted Bryan Lowrance of Bartlett Tree Experts of Raleigh, NC. Bartlett has been consulting arborist for Carr Mill for over 20 years. They routinely observe, monitor and maintain all trees throughout the property. This includes root injections and other preventive measures.

There are seven existing larger mature trees in the immediate Front Yard of Weaver Street Market:

- 54" Willow Oak
- 20" Oak
- 28" Oak
- 18" Pecan
- 26" Water Oak
- 26" Water Oak adjacent to the existing covered walk (to be removed)
- 17: Maple adjacent to the existing sidewalk and will be in conflict with the sidewalk widening (to be removed)

The largest tree, a 54" caliper Willow Oak located in the southeast corner of the Yard, was hit by lightning some years ago and shows visual impact from this strike; however, the tree remains fairly healthy.

All the trees have suffered from extensive root compaction, and earlier when the lawn was in place they competed with the turf for water. In addition, the trees are impacted by heavy use by children playing on the root flares.

In addition to these large shade/canopy trees, there are a number of smaller understory trees including crape myrtles, a 2" Gingko, and a 5" Elm. These trees have been heavily abused by children climbing on the lower limbs.

Neighborhood Information Meetings –

April 22: Weaver Street Market displayed drawings and project representatives informally discuss the proposed plans and to solicited comments. The Board of Aldermen and the advisory board members were invited as well as Weaver St. Mkt. coop members, other shoppers and passersby. We collected signatures (sheets attached) and many who didn't sign stopped by to look and talk.

April 23-29: The following week, the drawings were displayed in the store and additional comments were solicited.

April 29: The drawings were displayed and additional comments were solicited at the Weaver Street Co-op Fair, which was attended by 300 more co-op members (see attached attendee sheet)

Summary of Comments:

There was a lot of interest and excitement about the project. Most comments were positive or offered suggestions for additional improvements.

- In particular people wanted a fence in connections with the border to keep kids from running into the street.
- Several oral and written comments supported synthetic grass. However, several others disliked it, mostly because it contained oil-based plastics. Based on that feedback, we have researched environmentally-friendly options, and found one in particular called SYN RENEW that is made from bio-fuels (sugarcane) rather than petroleum

All the written comments are attached below.

Written comments from April 22 Open House

What do you like?

- +Like native border + fence
- +Love the idea of a border close to the street to minimize chance of kids running out
- +Thanks for including native plants. Please try to use exclusively native plants throughout the site. Educational signage in the native border would be great as well
- +Like the native border
- +Native border
- +Like the wooden decking idea like natural solutions like native border, mulch, sand
- +Grass!
- +Synthetic grass is a wonderful idea—space for kids and additional seating for music events
- +The use of synthetic grass is a great idea and will allow year-around use, even after heavy rains.
- +Synthetic grass is ok
- +Like the wood decking around trees
- +Wooden deck area is great idea
- +Decking to protect trees
- +Yes, protect trees
- +Suggestion: deck-style seating around the big trees
- +Like wider sidewalk, covered seating areas and patio area
- +Wider sidewalk along Weaver St
- +Wide sidewalk
- +Large Chapel Hill granite boulders places with idea of children playing on them
- +Larger indoor café
- +Love the outdoor space
- +Park-like atmosphere with healthy food options
- +Love Weaver St

What could be improved?

- Fence to protect kids/animals from cars
- Yes fence!
- Yes again fence!
- Some type of fence to keep kids from running into road
- Fencing around peach tree so kids can't destroy it
- Plant more trees along the road to serves as a better buffer
- Samples of the synthetic grass for people to examine
- Synthetic grass??
- Please use natural landscaping instead of synthetic grass. I understand the issues with real grass and food traffic but synthetics can contain undisclosed toxins, and hardier plants could be considered
- Synthetic grass should be replaced with invasive/tougher real grass
- Consider a softer surface for the main lawn—like the slightly squishy hard surfaces used at playgrounds that just have a bit of give, especially since this is where the kids will be running
- More benches along edges
- Yes additional benches
- Consider wooden benches around trees for additional seating with a more natural feel. –Agree!
- More picnic tables
- Yes, like that more seating area/natural feel
- Move covered outdoor seating
- New bench seats
- Chairs around the trees
- Seating for large groups
- More picnic tables
- More covered seating
- Please, please increase the outdoor covered patio area.
- We love to site with our dog. Southern Village store removed it so we stopped going there
- How about suggesting tables as working, private-space vs. tables for socializing
- Trees that are ok for kids to climb on or natural pay/wood structures like at Pritchard Park behind the library
- A tree that kids could climb!
- Preventing children from climbing trees
- No need aggregate sidewalk
- Dingy café
- Use community volunteers for upkeep and improvements, building/maintaining, low maintenance seating
- Permanent PA system
- Designated area for featured local artwork, environmental education, and signage explain land use/ecological responsibility, and names of trees.
- Correct water run-off is critical
- Scrap new plan and instead pay employees higher wages

Written comments from Display on Café wall April 23-29

What do you like?

- +Native Border
- +Native plants (with signage to talk about plants?)
- +More trees and bushes by road is good
- +More trees!
- +More trees!
- +Would love to see id on all the trees and shrubs. Thank you for your hard work!
- +Well-kept natural areas that are actually natural

- +Like the idea of synthetic turf! My dogs love it in their pen
- +Grass is impossible to grow there, so nice compromise
- Is the fountain going away?
- +Do not want plastic grass-there is too much plastic!!

- +Wheelchair accessible outdoor seating
- +More tables outside—there is never enough
- +Like the effort to improve...
- +Purple...
- +More tables outside, there is never enough
- +More small tables! Great idea

- +Farsighted!
- +Deck around trees
- +Covered area outside is great. Looking forward to the new landscaping and native plants. New indoor for those chilly winter months
- +Like the effort to improve access/people traffic.

- +When sitting inside now, it seems too separated and dark-cavern like
- +Expanding the indoor café look comfortable

- +Nothing. Not looking forward to this.
- +Looks like paving over everything
- +Put lines in café

What could be improved?

- Need a low fence between road and open space
- Need proper retaining wall across front of property to stop erosion into street
- Small fence between road and lawn
- We need a low fence between road and open space!!

- No synthetic grass. Grass is part of an ecosystem of bugs, birds, plants, etc. Synthetic grass is not part of an ecosystem and absolutely degrades over time.
- No plastic grass—Enough plastic on the earth. Please leave these comments up if possible so we can see other peoples input
- The idea of synthetic grass is poor. Why not look into other hardy lawn options, ones that may include plants other than grasses
- No synthetic grass!! Ditto. Agreed. Another ditto.
- I do not like plastic grass for any reason.
- No synthetic grass. It seems to me that all the different expansive trees stages, table, patio, there will be substantially less free space than there is now. Important to think about people congregating
- Synthetic lawn? Seriously?
- Make sure that synthetic grass doesn't contain the toxic recycle tires that fields do (black pellets)
- I don't like plastic grass. Find a way to landscape that's completely environmentally friendly rather than using unnecessary materials

- Lighting and more outlets at the tables themselves out on lawn so we don't have to fight for a table for computers
- More outlets for laptops inside and outside
- Don't need more indoor seating, need more outlets!

- The outdoor seating options were better in the past. Please consider bringing back wooden picnic tables, high quality seating made of cedar can be long-lasting and durable
- Build a bandstand for musicians
- Why have any portions of the sidewalk next to the store uncovered?
- You need bees
- Keep trash in place away from tables because of flies and bees
- Replace/remove water feature
- Is the surface safe for kids and pets?
- Security/better lighting outside, too many folks partying unchecked
- Music, prettier paintings inside. Yes
- The road on Weaver St should be turned into a shared street

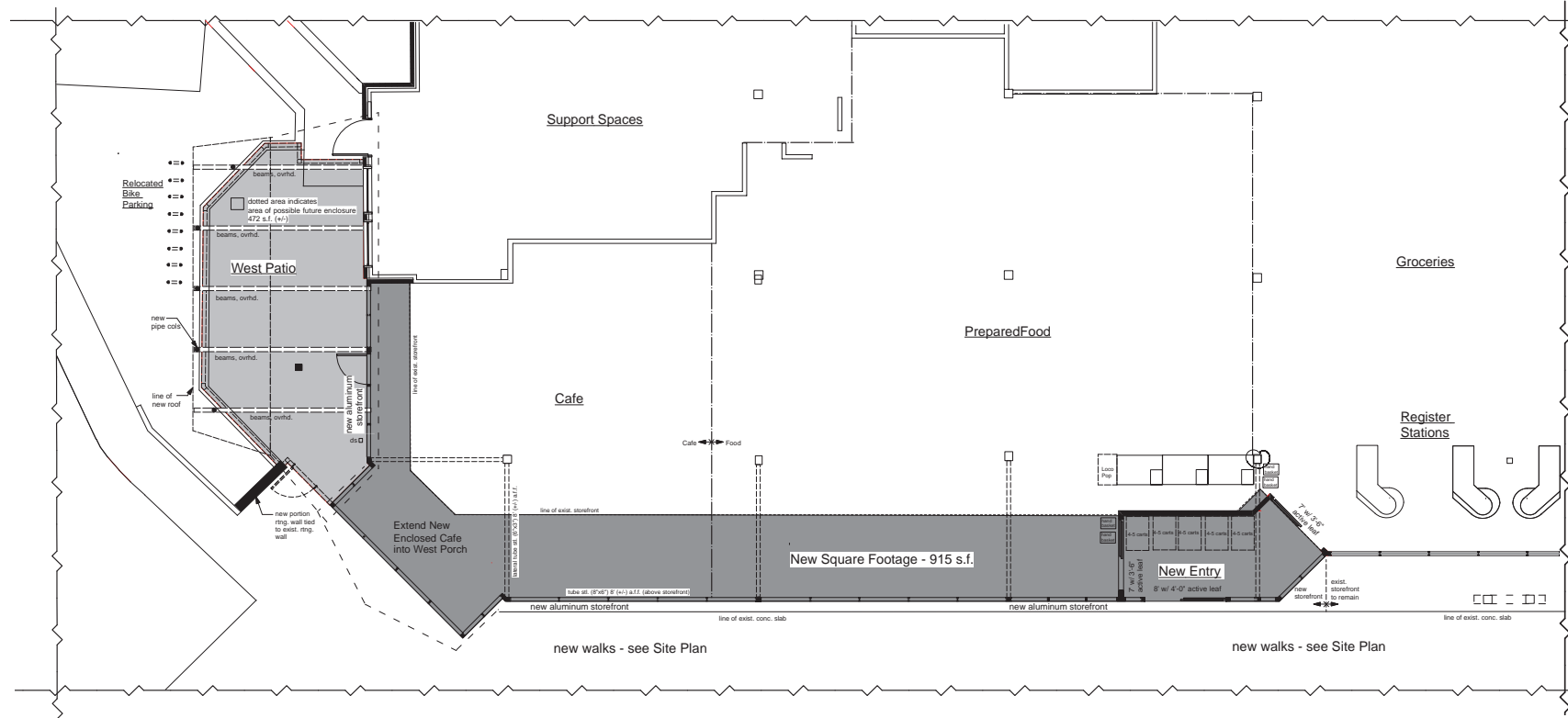
Written comments from April 29 Co-op Fair

What do you like?

- +Native plant border-Yes!
- +Lots of native plants
- +Love the wall/plant barrier for child safety!
- +The wall to separate the space from the street is a good idea
- +Well thought out! I think people will love the synthetic grass once they experience it.
- +The plan is correct to take high use as a given. Aggregate and synthetic grass are better than mud. Cover for seating is an excellent idea
- +Like the synthetic grass and decks around the trees
- +Try out blankets on synthetic grass options for sitting appeal!
- +Synthetic grass in bank/dance area is a great idea!
- +Porous hardscape
- +Love the new plans-more indoor café space is important and the more green you can add to the lawn and along the sidewalk the better.
- +Current outdoor space is very cool in summer because of trees. Consider color of hardscape so it doesn't radiate heat
- +Save the mature trees! Like succession plans
- +Get rid of that fountain-it's ugly and takes too much room.
- +Great changes-just keep it "natural" feeling and lots open space.

What could be improved?

- No synthetic grass"- Long-term health effects
- Not sure about synthetic grass
- Agree about synthetic grass—use product that doesn't "pretend" to be grass
- Choosing a lighter color for paved areas would radiate less heat, if permeable pavers are not an option perhaps usesynthetic grass instead, GrassMaster is a hybrid, durable mix of real and synthetic grass
- Get local artists to create cut glass stepping stones to incorporate into the patio!
- Probably there is not enough pedestrian traffic on the sidewalk to justify widening of the sidewalk and as such steals more land
- Do not expand sidewalk
- Would aggregate have adequate drainage?
- My thought also
- Something for kids to climb on-artificial tree or structure of some sort. Thanks
- Soft, dim lighting on the lawn so you don't have to sit inside or next to trash cans to read at night
- Get rid of the hallway



Addition Plan - 3/16"

East Weaver St.

East Weaver St.



**Weaver St. Market Yard Renovation
and Cafe/Walk Enclosure**
Carrboro, NC

**Modification
to Carr Mill
C.U.P**

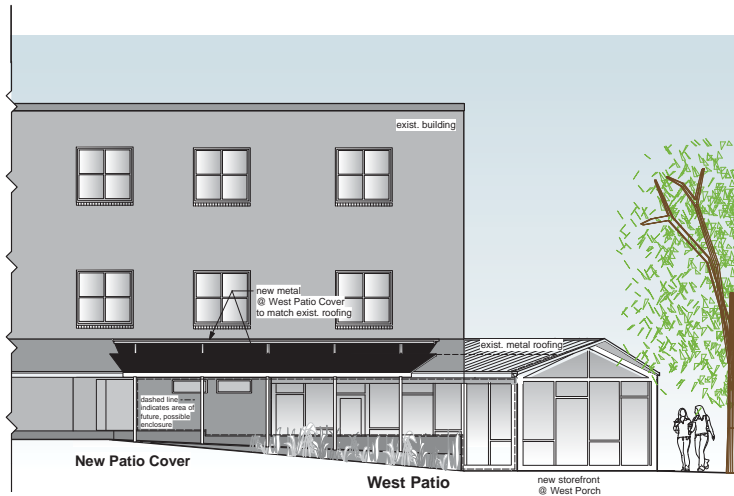
4.30.18 A-1

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

Jack Haggerty, Architect, Inc. reserves his common law copyright and other property rights in these drawings. These drawings are not to be reproduced, changed, copied in any form or manner or assigned to any third party without first obtaining the written permission and consent of Jack Haggerty, Architect, Inc.



South Elevation, Preliminary - 3/16"



West Elevation, Preliminary - 3/16"

Note on Elevations & L.U.O. §15-178 Architectural Standards for Downtown Development

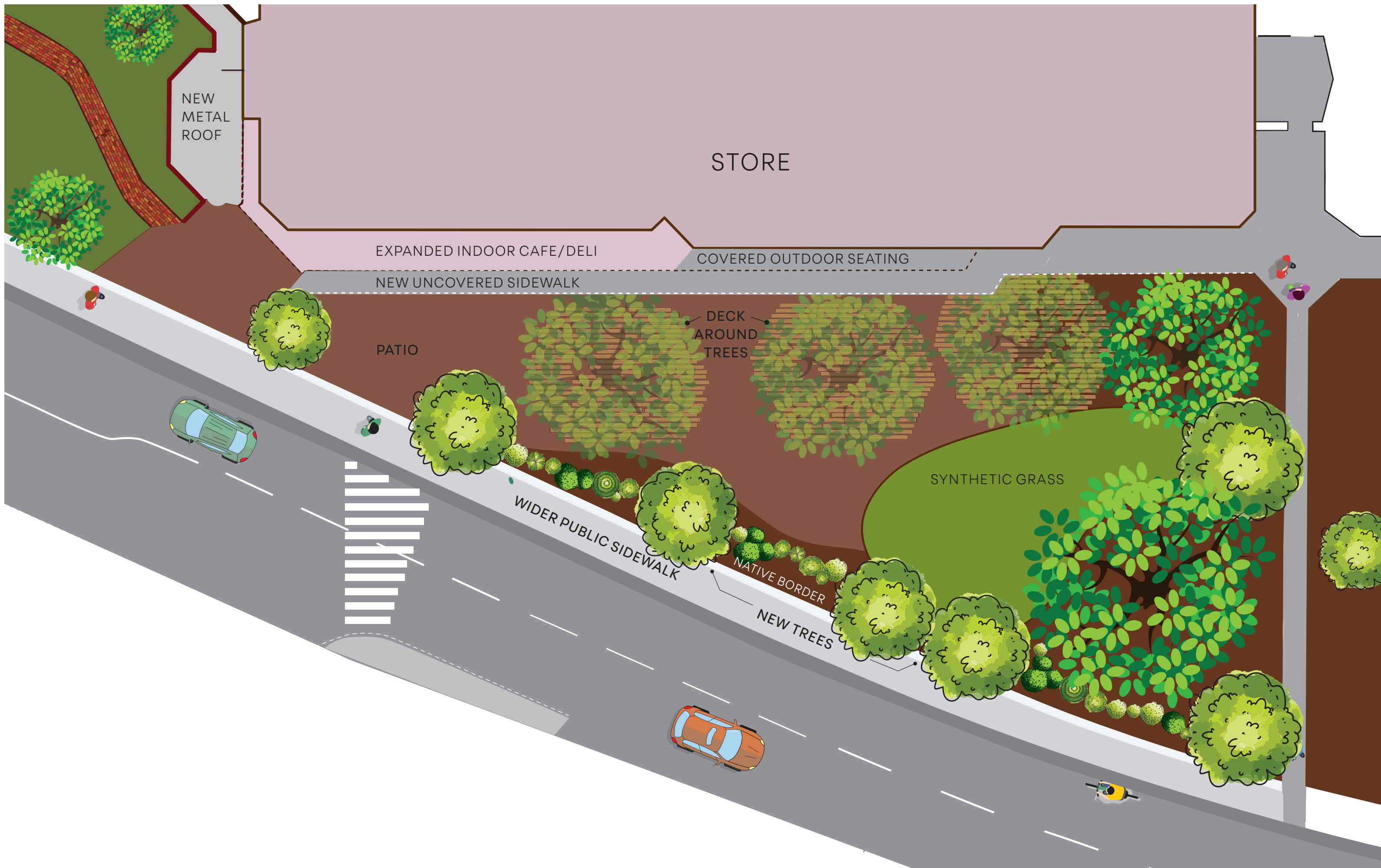
- (1.) The primary entrance to Weaver St. Market faces the E.Weaver St. right of way.
- (2.) a. Area of Street Elevation @ ground level - 1,748 s.f.
Required Glazing @ street level (60%) - 1,078 s.f.
Area of Glazing Proposed (28%) - 1,196 s.f.
No work is proposed to the existing building above street level.
- (3.) The building faces southward and makes no shadow in any right of way at any time of the year.
- (4.) There is no parking between the E.Weaver St. and the Weaver St. Market front elevation.
- (5.) The new Entry will have a gable roof, similar to those at the West and East Porches. The distances between these roofs exceeds 45', but the plane of the masonry is set back as is the existing (to remain) storefront along the eastern portion of the building. The porches, the different runs of storefronts and the combination of shed and gable roofs provides the southerly variety in the street facade.
- (6.) No metal siding with exposed fasteners, vinyl siding, and processed wood panel products (e.g. hardboard) are proposed. The new materials - aluminum storefront, glass and metal roofing are all currently used in the existing construction.
The new construction will be harmonious and complementary to the existing construction.

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

**Weaver St. Market Yard Renovation
and Cafe/Walk Enclosure**
Carboro, NC

**Modification
to Carr Mill
C.U.P**

4.30.18 A-2



NEW
METAL
ROOF

STORE

EXPANDED INDOOR CAFE/DELI

COVERED OUTDOOR SEATING

NEW UNCOVERED SIDEWALK

PATIO

DECK
AROUND
TREES

SYNTHETIC GRASS

WIDER PUBLIC SIDEWALK

NATIVE BORDER

NEW TREES

Minor Modification to the Carr Mill Conditional Use Permit

Weaver St. Market Yard Renovation and Cafe/Walk Enclosure

Project Summary

Owner: Carr Mill Investment Limited Partnership
P.O. Box 673
Carrboro, NC 27510

Owner Agent: Nathan Milian
200 N. Greensboro St.
Carrboro NC 27510
919.942.8851

Applicant: Weaver St. Market
101 E. Weaver St.
Carrboro, NC 27510
Contact: Ruffin Slater: 919.260.4825
ruffin.s@weaverstreetmarket.coop

Project Team: Swanson & Associates P.A.
100 E. Carr St.
Carrboro, NC 27510
919.929.9000

Jack Haggerty, Architect Inc.
205 W. Main St., Ste. 211
Carrboro, NC 27510
919.967.5191
jack@jackhaggertyarchitect.com
(Project Contact Person)

Site Information

Address: 101 E. Weaver St.
P.I.N.: 978868780
Zoning District: B1C
Existing Uses: 2,000, 3,000, 8,100, 8,200
Proposed Uses: Expansion of Existing 3,000 use
No New Proposed Uses, No
Expansion of 8,200 Use
8.32 ac. (per O.C. G.I.S.)
Lot Area: 362,419.2 s.f.

New Building Square Footage

Weaver St. Market -
Existing Square Footage - 12,492 s.f.
Proposed New Square Footage - 915 s.f.

Impervious Surface and Disturbed Area

- Existing Impervious Surface Area: 297,461 s.f.
- Existing Impervious Surface To Be Removed: 1,452 s.f.
- New Existing Impervious Surface: 6,405 s.f.
- **Total New Impervious Surface:** 4,370 s.f.

Shading and Canopy - see drawing ISA-1.0

G.I.S. aerial photos were used in the calculation of V.A.A. shading and canopy coverage. Areas shown below are estimates.

Total Tree Coverage on lot: 107,148 s.f., 29% of lot

Vehicle Accommodation

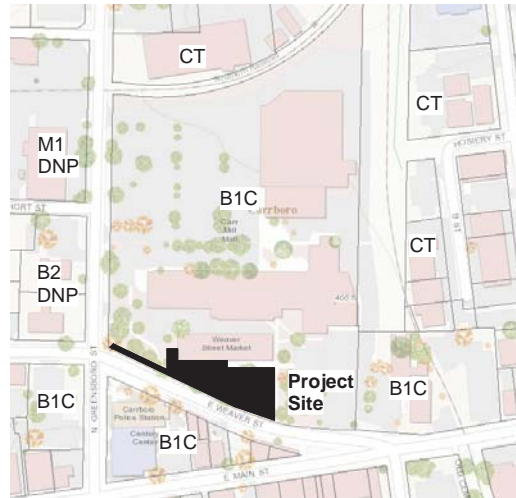
Area Shading, Req'd: 168,581 s.f. v.a.a. x .35 = 59,003 s.f.

Vehicle Accommodation Area Shading Shown: 48,000 s.f. (+/-)

Canopy Coverage, Req'd: 362,419 s.f. x .15 = 54,363 s.f.

Canopy Coverage, Shown: 44,000 s.f. (+/-)

Note: There is more tree coverage on the lot than the sum of V.A.A. area shaded and canopy. This is due to miscellaneous trees that are not in the V.A.A. nor are they "canopy" trees.



Location Map w/ Zoning

Screening

The western (N.Greensboro St.) and southern (E. Weaver St.) lot lines are along streets and require no screening.

The northern lot line is toward the railroad spur line to the Fitch lot and requires a Type A screen, which is existing.

A portion of the eastern lot line is toward a 8,100 / 8,200 use (The Station) and no screening is required. The remaining portion of the eastern lot line is along the railroad. A partial screen exists.

Parking Summary (from material provided by Mall Management and site review)

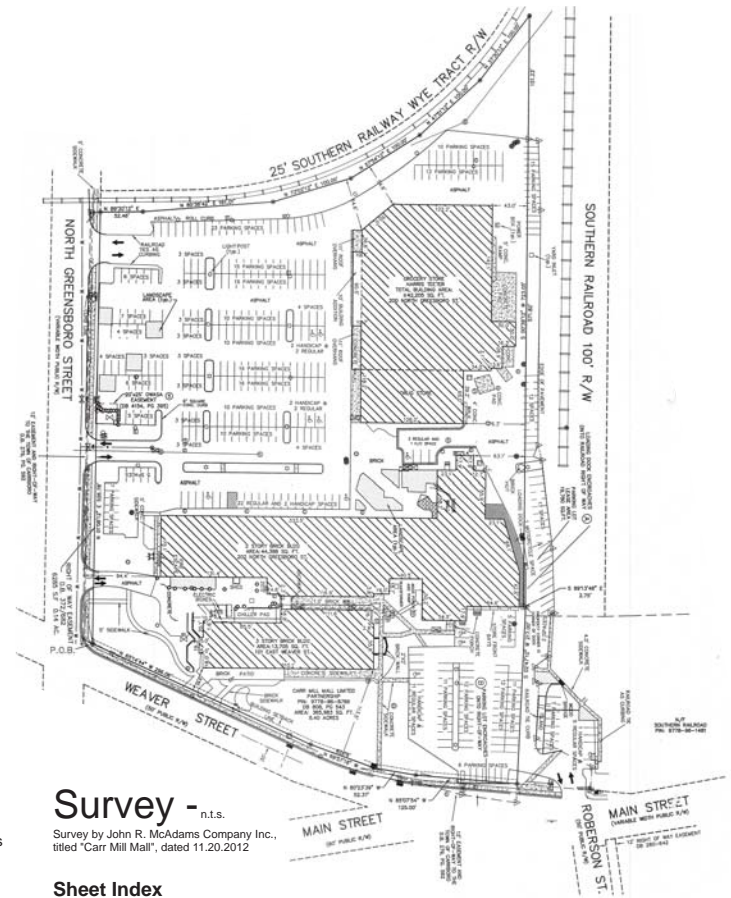
Existing Parking Space Summary		Space Breakdown		
Lot	# spaces	standard	compact	H/C
Around Carr Mill	333	263	60	10
RR Leasing	58	17	40	1
Old Farmers' Mkt.	249	110	143	0
Total Car Spaces	663	390	243	11
Bike Racks	18 spaces	(16 racks @ Carr Mill (90 bike capacity, est.) = 18 parking spaces		
Motorcycles	15 spaces	(8 @ Carr Mill, 7 @ Old Farmers' Mkt.)		
Total		696 parking spaces		

Building Square Footage and Use Breakdown (from material provided by Mall Management)

Areas are from Carr Mill Ownership		
2,000 Use (retail) - 73,070 s.f./1 space per 300 s.f. =	244 parking spaces required	
3,000 Use (office/business) - 55,216 s.f./1 space per 400 s.f. =	138 required	
8,100 Use (restaurant) - 14,528 s.f./1 space per 100 s.f. =	145 required	
8,200 Use (restaurant, outdoor seating: Elmo's, Tandem Venable, Weaver St. Market) - Total 212 seats		
1 space/ 4 seats =	53 required	
Total Required Parking for Carr Mill-	580 parking spaces	

Parking Required for New Construction -

3 spaces
No new spaces are proposed



Survey - n.l.s.

Survey by John R. McAdams Company Inc.,
titled "Carr Mill Mail", dated 11.20.2012

Sheet Index

Cover

L-1.0 - Existing Condition Plan - General Project Area

L-2 - Existing Condition Plan - Project Area

L-2.1 - Demolition Plan

L-2.2 - Site Plan

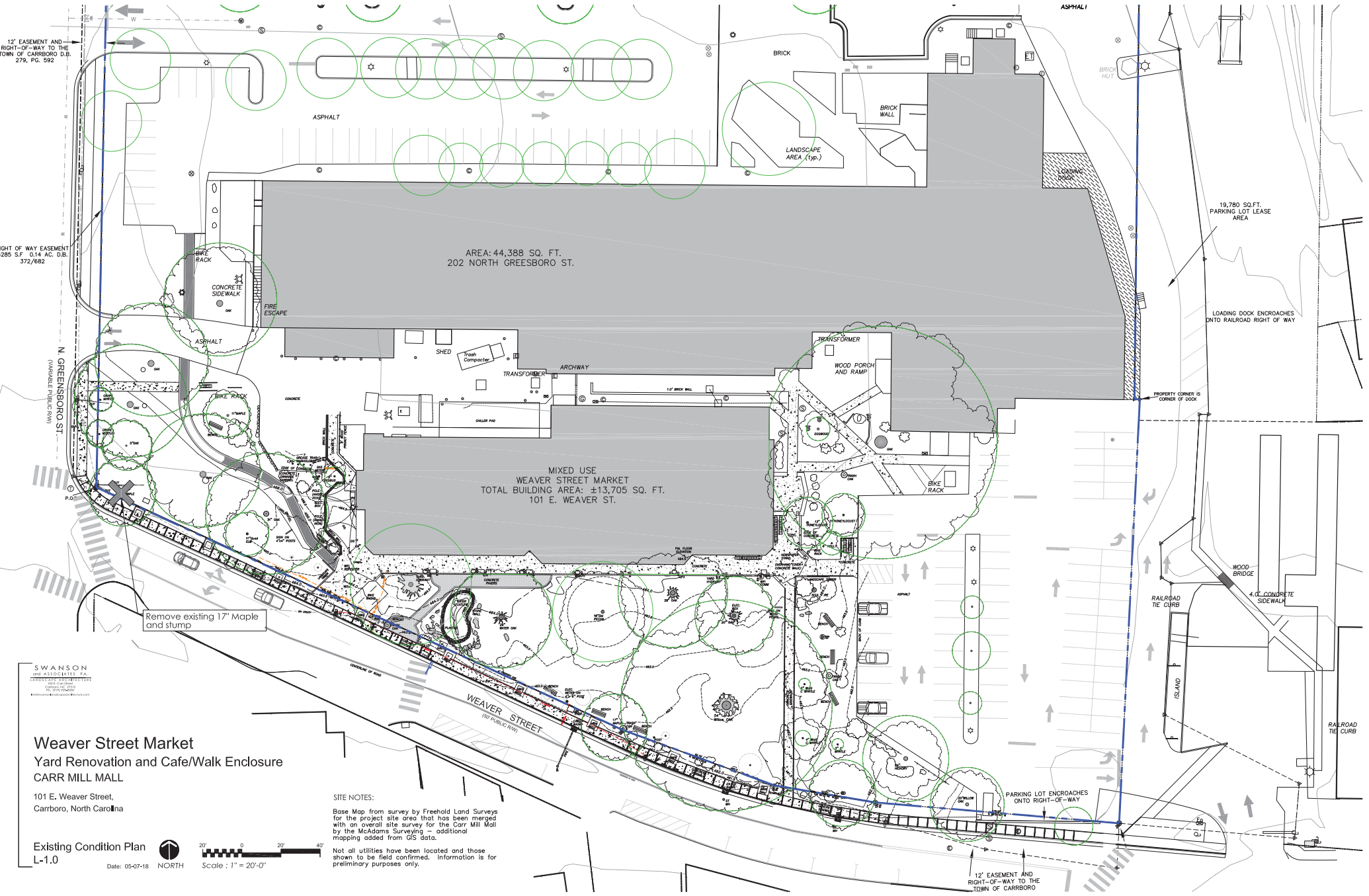
L-2.3 - Concept Drainage Plan

I.S.A. - Impervious Surface & Tree Coverage Drwg.

A-1 - Addition Plan

A-2 - Building Elevations

COVER

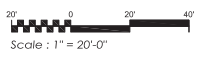


Weaver Street Market
Yard Renovation and Cafe/Walk Enclosure
CARR MILL MALL

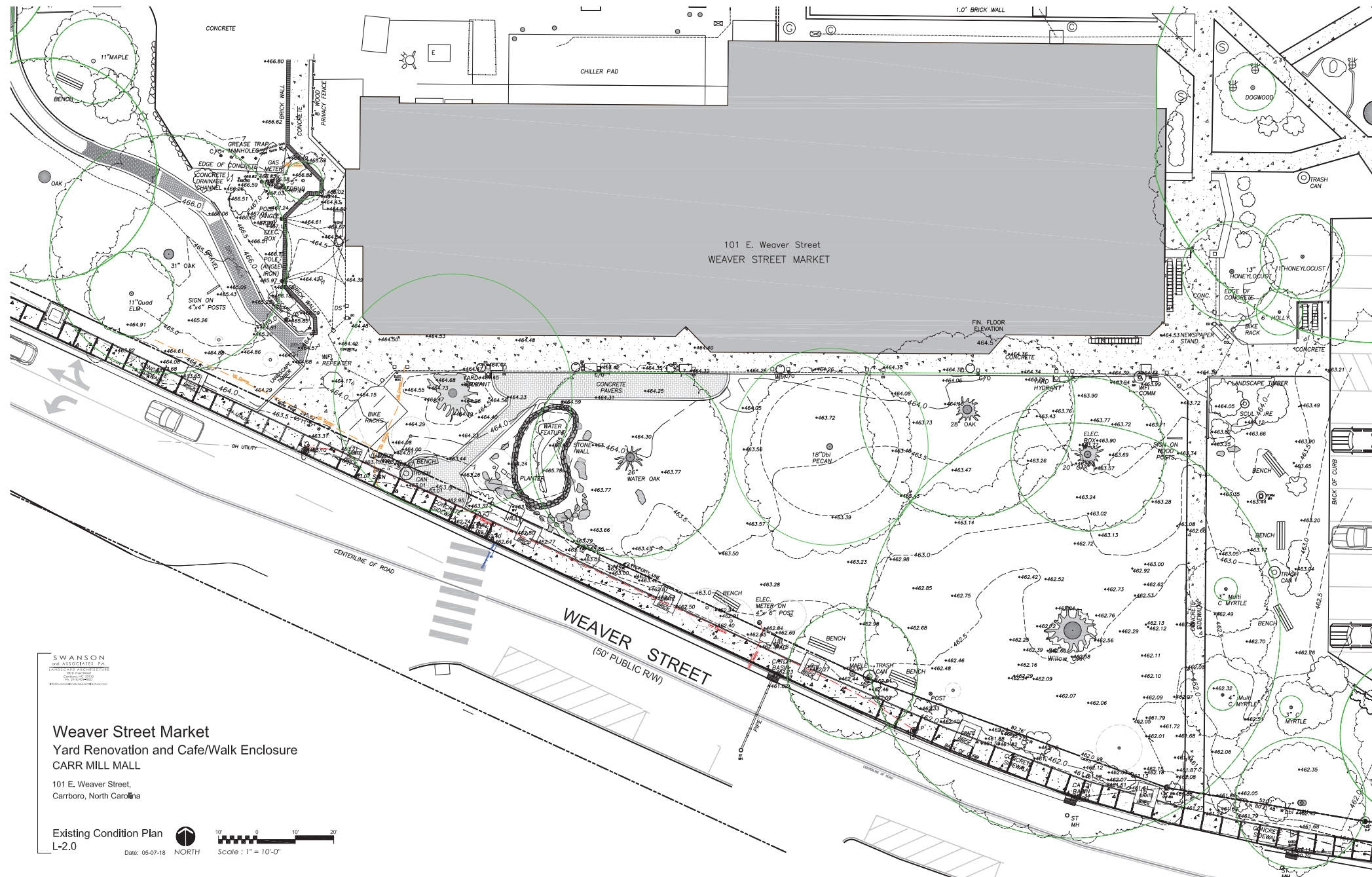
101 E. Weaver Street,
Carrboro, North Carolina

Existing Condition Plan
L-1.0

Date: 05-07-18



SITE NOTES:
Base Map from survey by Freehold Land Surveys for the project site area that has been merged with an overall site survey for the Carr Mill Mall by the McAdams Surveying - additional mapping added from GIS data.
Not all utilities have been located and those shown to be field confirmed. Information is for preliminary purposes only.



SWANSON
AND ASSOCIATES, P.A.
CONSULTING ENGINEERS
Charlotte, NC 28203
www.swansonandassociates.com

Weaver Street Market
Yard Renovation and Cafe/Walk Enclosure
CARR MILL MALL
101 E. Weaver Street,
Carrboro, North Carolina

Existing Condition Plan
L-2.0

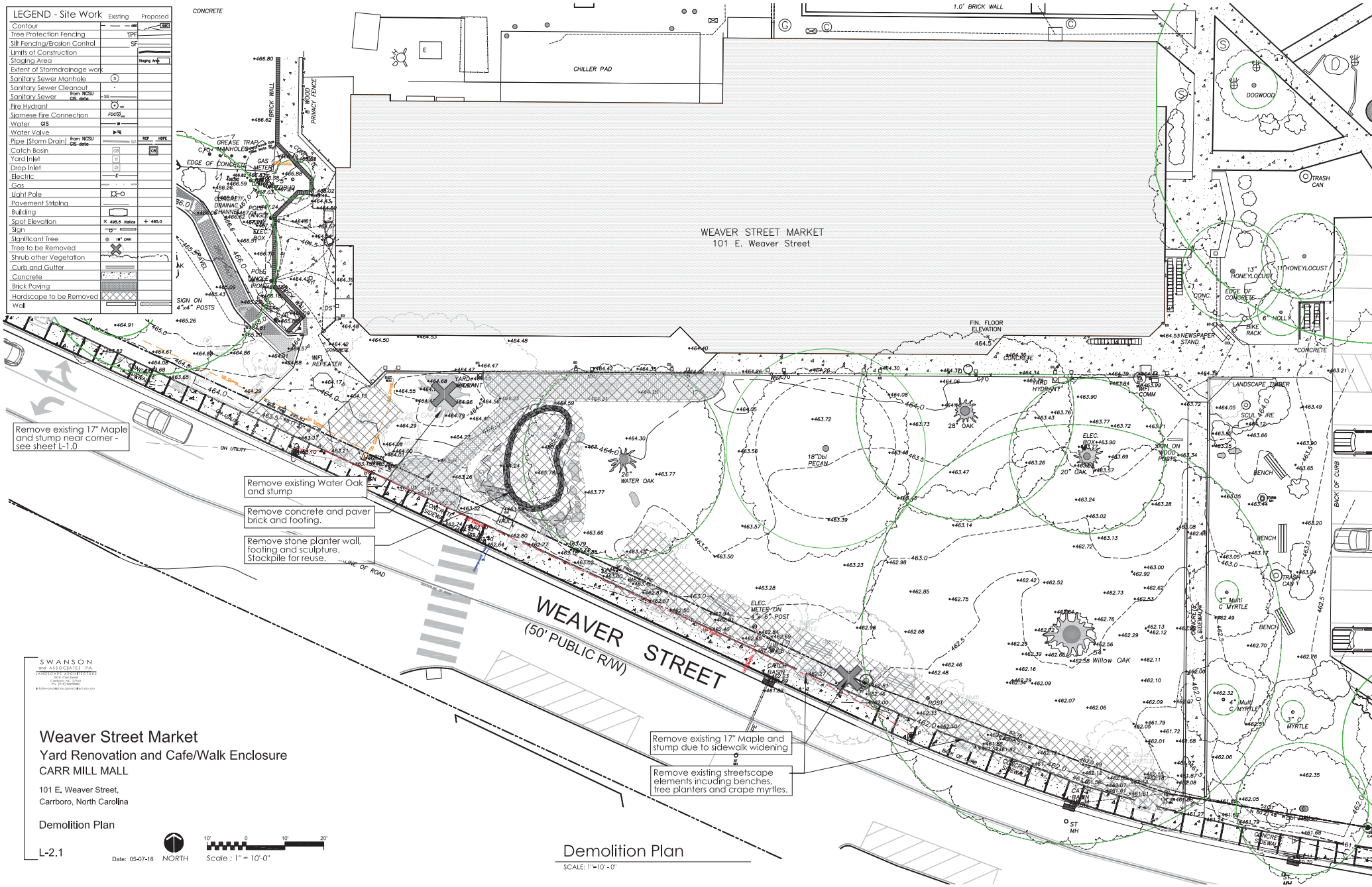
Date: 05-07-18



Scale: 1" = 10'-0"

LEGEND - Site Work

	Existing	Proposed
Contour	---	---
Tree Protection Fencing	TPF	---
Silt Fencing/Erosion Control	---	---
Utility of Construction	---	---
Staging Area	---	---
Extent of Stormdrainage work	---	---
Sanitary Sewer Manhole	---	---
Sanitary Sewer Cleanout	---	---
Sanitary Sewer	---	---
Fire Hydrant	---	---
Slamless Fire Connection	---	---
Water	---	---
Water Valve	---	---
Pipe (Storm Drain)	---	---
Catch Basin	---	---
Tyre Inlet	---	---
Drop Inlet	---	---
Electric	---	---
Gas	---	---
Light Pole	---	---
Pavement Striking	---	---
Building	---	---
Spot Elevation	---	---
Sign	---	---
Significant Tree	---	---
Tree to be Removed	---	---
Shrub other Vegetation	---	---
Curb and Gutter	---	---
Concrete	---	---
Brick Paving	---	---
Hardscape to be Removed	---	---
Wall	---	---



Weaver Street Market
Yard Renovation and Cafe/Walk Enclosure
CARR MILL MALL
101 E. Weaver Street,
Carrboro, North Carolina

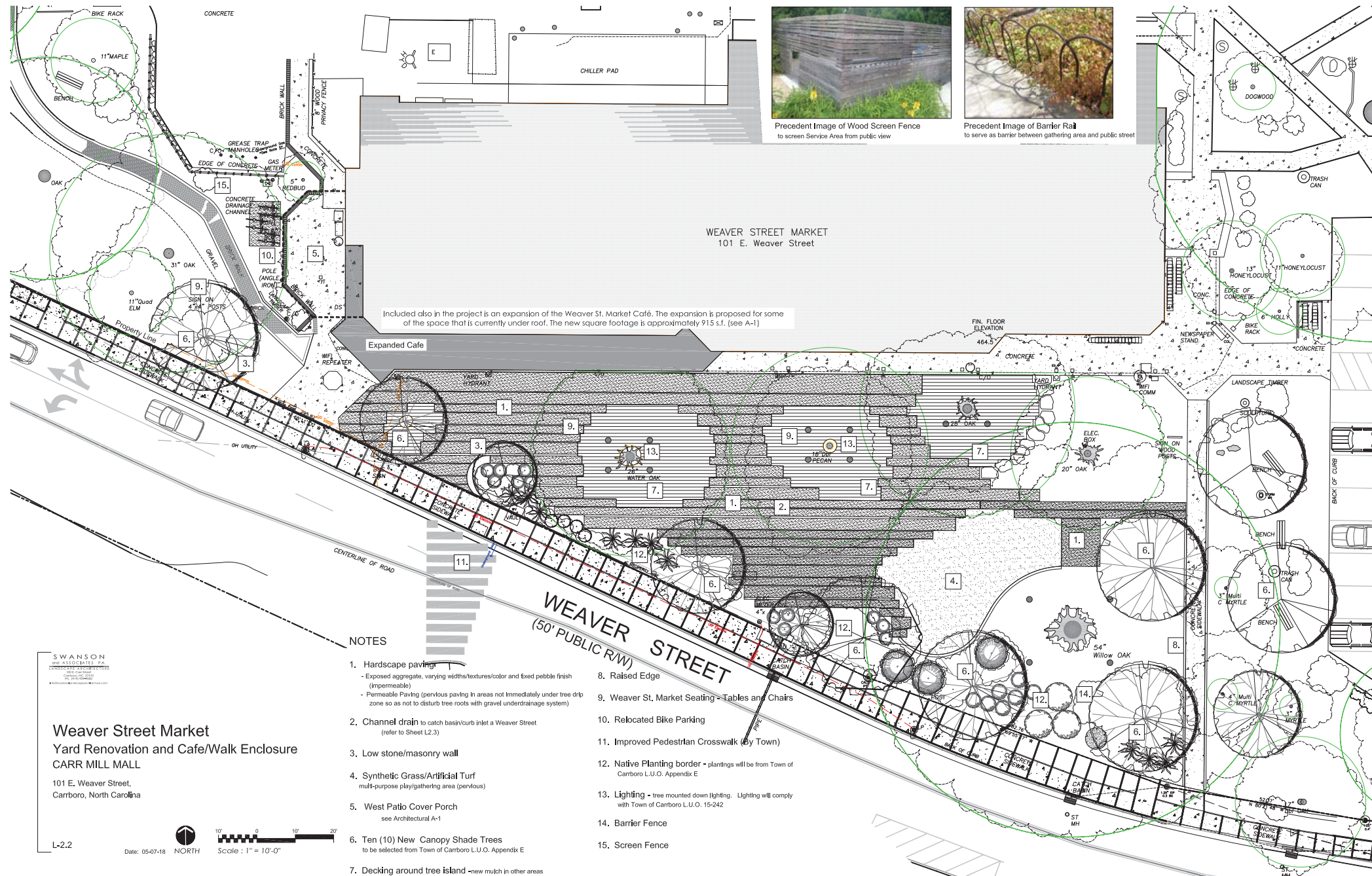
Demolition Plan

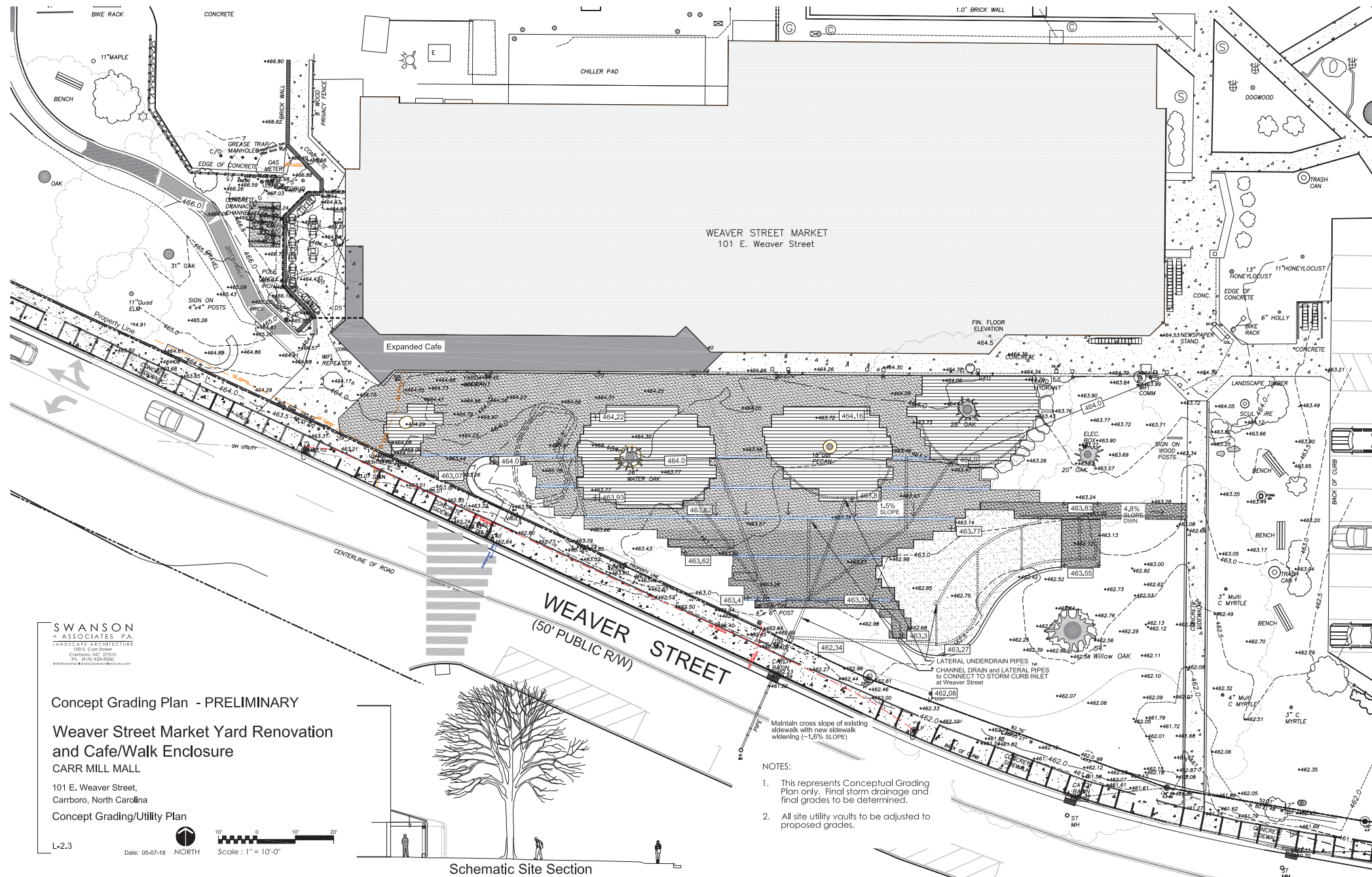
L-2.1



Demolition Plan

SCALE: 1"=10'-0"





The following resolution was introduced by Board of Aldermen member _____ and duly seconded by Board of Aldermen member _____.

A RESOLUTION APPROVING THE MINOR MODIFICATION TO THE CARR MILL MALL CUP ALLOWING RENOVATION OF THE WEAVER STREET MARKET LAWN, WIDENING OF THE WEAVER ST. SIDEWALK, AND THE WEAVER STREET MARKET CAFÉ/WALK ENCLOSURE SUBJECT TO FINAL REVIEW AND APPROVAL OF CONSTRUCTION PLANS BY THE TOWN.

WHEREAS, the Carrboro Board of Aldermen approved the original Carr Mill Conditional Use Permit in 1976;

WHEREAS, the Town of Carrboro Land Use Ordinance requires that any modification of an existing Conditional Use Permit that does not substantially impact neighboring properties, the general public, or the intended occupants of the project, constitutes a minor modification to the original Conditional Use Permit; and

WHEREAS, the Board of Aldermen finds that the applicant has satisfied the requirements related to minor modifications contained in the Land Use Ordinance.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board hereby approves the minor modification to the Carr Mill Mall Conditional Use Permit for the improvements stated herein.

This the 19th day of June, 2018



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-593

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Continuation of Public Hearing on a Request for Voluntary Annexation of Property Contiguous to the Town Limits

PURPOSE: The purpose of this item is for the Board of Aldermen to receive public comment on a request for voluntary annexation of two properties, 905 and 921 Homestead Road. An ordinance annexing these properties into the Town limits is provided for the Board's use.

DEPARTMENT: Planning

CONTACT INFORMATION: Trish McGuire, pmcguire@townofcarrboro.org
<<mailto:pmcguire@townofcarrboro.org>>, 919-918-7327

INFORMATION: Petitions for the voluntary annexation of two properties contiguous to the Town's city limits have been received. The addresses and parcel identification numbers (PIN) for these properties, with owners shown in parentheses, are listed below:

- 1) 905 Homestead Road PIN 9779 27 6322 (Parker Louis, LLC)
- 2) 921 Homestead Road PIN 9779 27 8209 (Parker Louis LLC)

A map showing the properties is attached, along with the petitions, which Deputy Town Clerk, Cora Houston found to be complete (*Attachment B*). The 4.784 -acre area to be annexed is contiguous to the Town's municipal boundary and currently contains one dwelling unit. These properties are the focus of a conditional rezoning request under consideration by the Board of Aldermen. Nineteen new lots for the same number of homes are proposed. The existing home located at 905 Homestead Road is to remain and be incorporated into the new subdivision.

The public hearing is being held in reference to the Board of Aldermen's April 17th acceptance of the petitions for annexation and adoption of a resolution setting the public hearing

FISCAL & STAFF IMPACT: A Town property tax obligation will accrue to the subject properties beginning with the effective date of the annexation.

RECOMMENDATION: It is recommended that the Board of Aldermen adopt the attached

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

ordinance (*Attachment A*) that annexes the 4.784 -acre area (Orange County PINs 9779 27 6322 and 9779 27 8209) located on the south side of Homestead Road (State Road 1777) just west of Claremont Drive and north of Wyndham Drive.

**AN ORDINANCE ANNEXING
The Parker Louis LLC Properties**

WHEREAS, petitions were received requesting the annexation of the Parker Louis LLC Properties (Orange County PINs 9779 27 6322 and 9779 27 8209) which are contiguous to each other and contiguous to the existing primary corporate limits of the Town of Carrboro and for purposes of this annexation ordinance are being considered together as a single annexation area; and

WHEREAS, the petitions were signed by the owners of all the real property located within such area; and

WHEREAS, a public hearing on the question of annexation was held on May 22, 2018, and continued to June 19, 2018, following notice of such hearing published in the Herald Sun on May 11, 2018.

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

Section 1. The Board of Aldermen finds that the petitions requesting the annexation of the area comprised of the Properties described in section 2 were properly signed by the owners of all real property located within such area and that such area is contiguous to the boundaries of the Town of Carrboro, as the term “contiguous” is defined in G.S. 160-31(f).

Section 2. The area comprised of the following Properties is hereby annexed to and made a part of the Town of Carrboro:

905 HOMESTEAD ROAD

ORANGE COUNTY PARCEL IDENTIFICATION NUMBER 9779 27 6322

BEING all of that 3.054ACRES AS SHOWN ON THAT PLAT AND SURVEY ENTITLED ‘Property Survey for Parker Louis, LLC’ prepared by Stephen M. Hallstrom, Professional Land Surveyor, dated June 26, 2013, revised July 3, 2017 and further described in Exhibit A; and

**921 HOMESTEAD ROAD, ORANGE COUNTY PARCEL IDENTIFICATION
NUMBER 9779 27 8209**

BEING ALL OF that certain 1.730 AS SHOWN ON THAT PLAT AND SURVEY ENTITLED “Property Survey for Parker Louis, LLC” prepared by Stephen M. Hallstrom, Professional Land Surveyor, dated June 26, 2013, revised July 3, 2017 and further described in Exhibit A.

Section 3. The area within the street right-of-way of Homestead Road (to the center of the street) immediately adjacent to the boundaries of the above described area is also annexed to the Town of Carrboro.

Section 4. This ordinance shall become effective upon adoption.

Section 5. The Town Clerk shall cause to be recorded in the Office of the Register of Deeds of Orange County and in the Office of the Secretary of State an accurate map of the annexed territory described in sections 2 and 3 together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Orange County Board of Elections as required by G.S. 163-288.1.

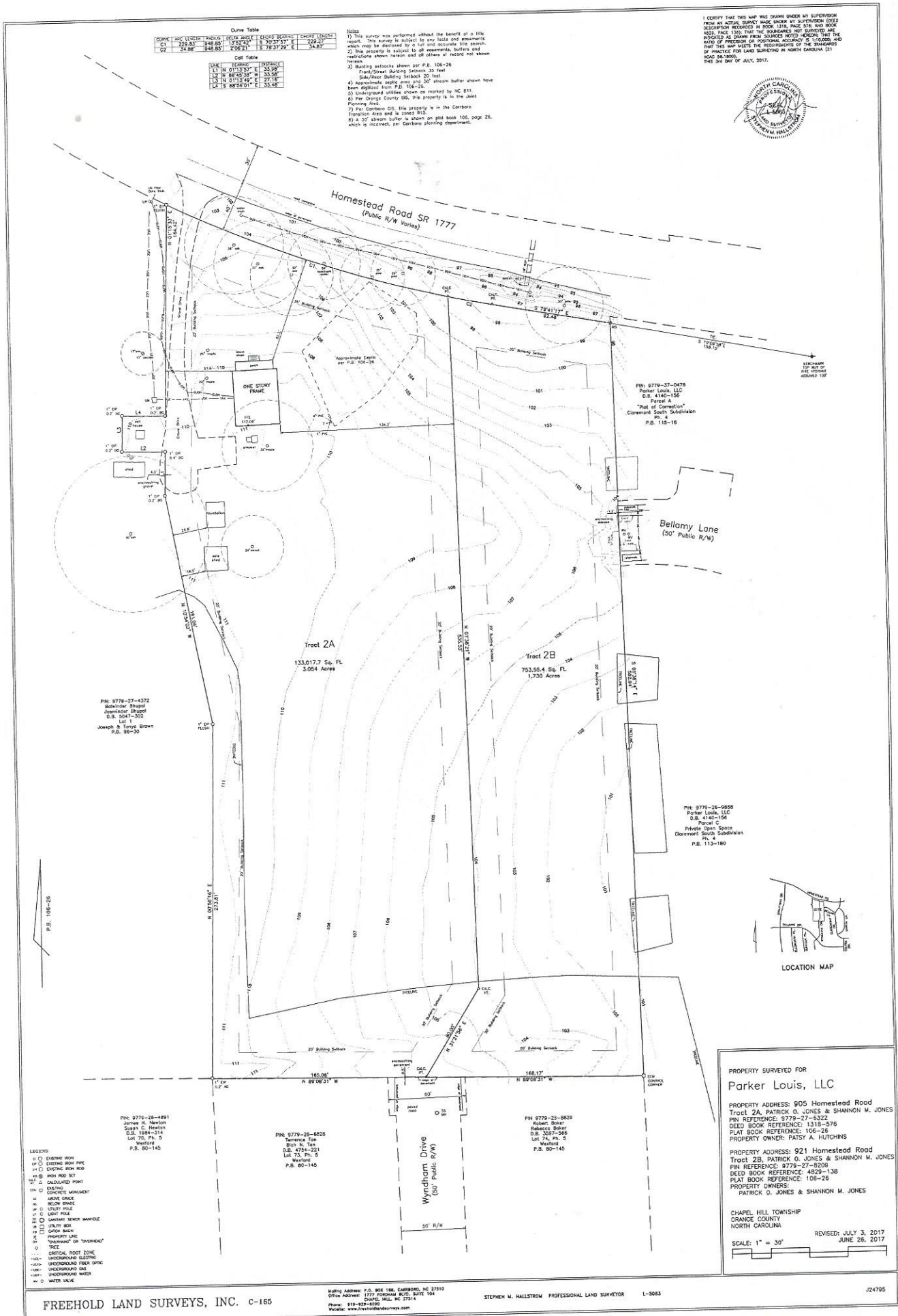
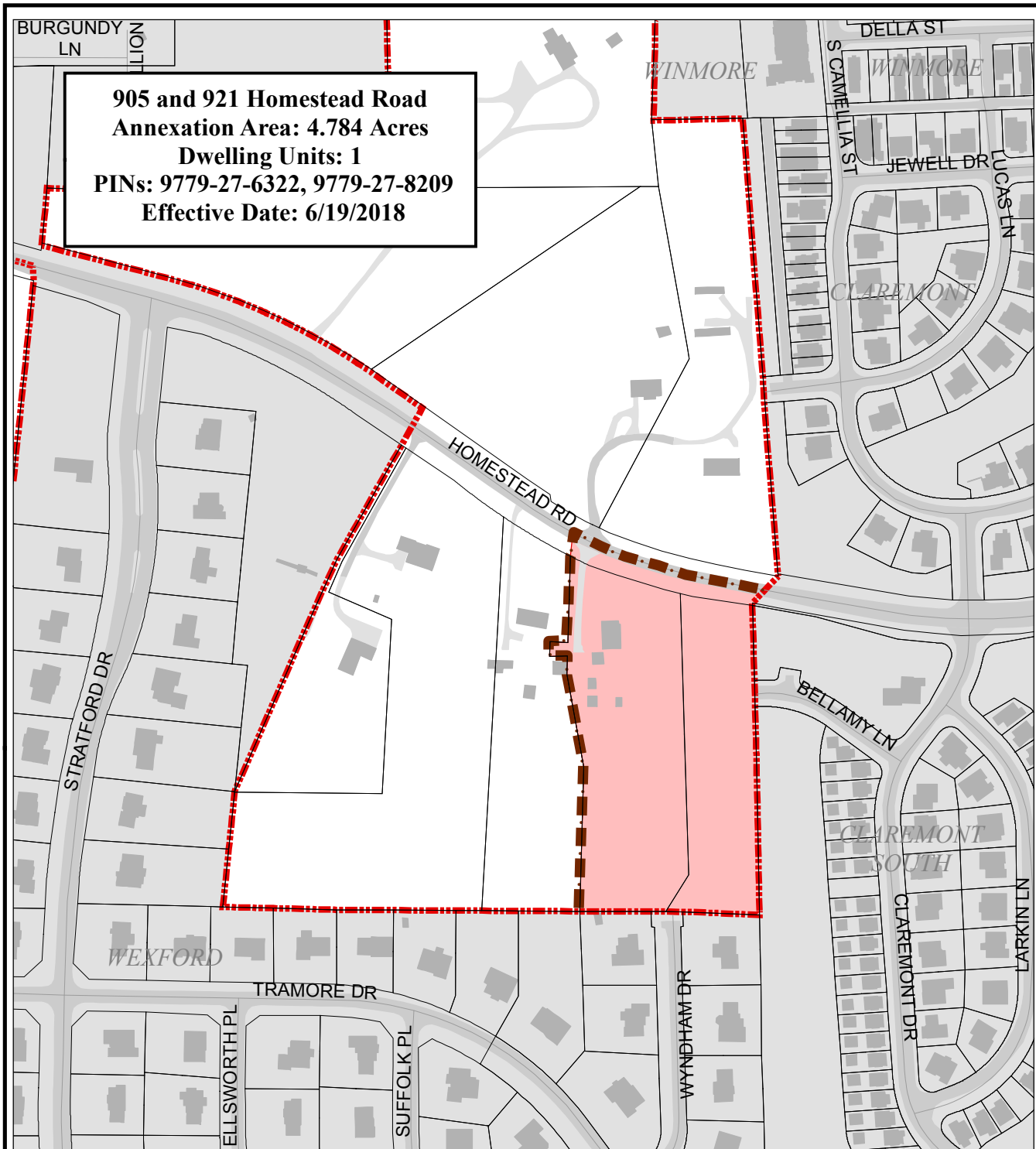


Exhibit A

- A combined legal description of 905 Homestead Road and 921 Homestead, Chapel Hill

BEGINNING AT A POINT IN THE SOUTHERN RIGHT OF WAY OF HOMESTEAD ROAD (S.R. 1777), BEING 411.81 FEET FROM THE CENTER LINE OF THE INTERSECTION OF HOMESTEAD ROAD (S.R. 1777) AND CLAREMONT DRIVE, THENCE RUNNING SOUTH $01^{\circ} 38' 14''$ EAST FOR 582.94 FEET TO AN IRON FOUND IN A CONCRETE MONUMENT; THENCE RUNNING NORTH $89^{\circ} 08' 18''$ WEST FOR 333.24 FEET TO AN EXISTING IRON PIPE OR STAKE; THENCE RUNNING NORTH $00^{\circ} 33' 31''$ EAST 273.76 FEET TO AN IRON PIPE OR STAKE; THENCE NORTH $10^{\circ} 54' 57''$ WEST FOR 181.05 FEET TO AN IRON PIPE OR STAKE; THENCE RUNNING NORTH $01^{\circ} 13' 07''$ EAST FOR 34.01 FEET TO AN IRON PIPE OR STAKE; THENCE RUNNING NORTH $88^{\circ} 46' 53''$ WEST FOR 33.59 FEET TO AN IRON PIPE OR STAKE; NORTH $01^{\circ} 13' 07''$ EAST FOR 27.13 FEET TO AN IRON PIPE OR STAKE; RUNNING THENCE SOUTH $88^{\circ} 46' 53''$ EAST FOR 33.59 FEET TO AN IRON PIPE OR STAKE RUNNING THENCE NORTH $01^{\circ} 13' 07''$ EAST 164.59 FEET TO AN IRON PIPE SET IN THE RIGHT OF WAY OF HOMESTEAD ROAD (S.R. 1777); CONTINUING THENCE ON A CURVE IN A COUNTERCLOCKWISE WITH A RADIUS OF 948.85 FEET, AN ARC LENGTH OF 229.97 FEET AND WHOSE LONG CHORD BEARS SOUTH $70^{\circ} 38' 11''$ EAST A DISTANCE OF 229.40 FEET TO AN IRON PIPE SET; CONTINUING THENCE ON A CURVE IN A COUNTERCLOCKWISE DIRECTION WITH RADIUS OF 948.85 FEET, AN ARC LENGTH OF 34.88 FEET AND WHOSE LONG CHORD BEARS SOUTH $78^{\circ} 37' 58''$ EAST A DISTANCE OF 34.88 FEET TO A MATHEMATICAL POINT; RUNNING THENCE SOUTH $79^{\circ} 41' 17''$ EAST FOR 92.48 FEET TO THE POINT AND PLACE OF BEGINNING, AND MORE PARTICULARLY DESCRIBED BEING ALL OF TRACT 2A, CONTAINING 3.054 ACRES AND TRACT 2B, CONTAINING 1.730 ACRES ACCORDING TO SURVEY AND PLAT ENTITLED, FINAL PLAT MINOR SUBDIVISION FOR PATRICK O. JONES & SHANNON M. JONES," AS PREPARED BY HOLLAND LAND SURVEYING, DATED JUNE 29, 2009, REVISED JULY 17, 2008 AND RECORDED IN PLAT BOOK 106, PAGE 26, ORANGE COUNTY REGISTRY.



TOWN OF CARRBORO
 301 W. Main St.
 Carrboro, NC 27510
 Printed May 17, 2018

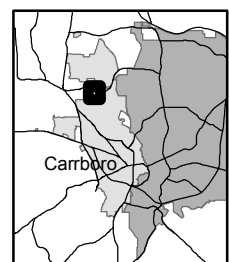
0 75 150 300 Feet

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

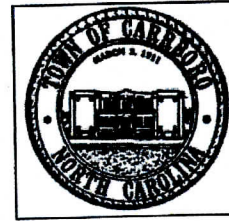
The Town of Carrboro assumes no liability for damages caused by inaccuracies in this map or supporting data and makes no warranty, expressed or implied, as to the accuracy of the information presented. The fact of distribution does not constitute such a warranty.

Proposed Annexation: 905 and 921 Homestead Rd

- New City Limits Boundary
- City Limits
- Carrboro
- Annexation Area



TOWN OF CARRBORO

PETITION FOR ANNEXATION OF
CONTIGUOUS PROPERTY

TO THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

1) THE UNDERSIGNED, BEING THE OWNER OF ALL REAL PROPERTY LOCATED WITHIN THE AREA DESCRIBED IN PARAGRAPH #2 BELOW, REQUESTS THAT SUCH AREA BE ANNEXED TO THE TOWN OF CARRBORO, NORTH CAROLINA.

2) THE AREA TO BE ANNEXED IS CONTIGUOUS TO THE TOWN OF CARRBORO, AND IS LOCATED AT 905 : 921 Homestead Rd AND TAX MAP REFERENCED *
THE BOUNDARIES OF SUCH TERRITORY ARE AS SHOWN ON THE METES AND
BOUNDS DESCRIPTION ATTACHED HERETO. Exhibit A *PIN: 9119-27-6322
*PIN: 9119-27-8209

3) A MAP (NO LARGER THAN 18" X 24") OF THE FOREGOING PROPERTY, SHOWING ITS RELATIONSHIP TO THE EXISTING CORPORATE LIMITS OF THE TOWN, IS ALSO ATTACHED HERETO.

4) THE TOTAL ACREAGE AND DWELLING UNITS LOCATED ON THIS PROPERTY ARE AS FOLLOWS:

4.784 ACRES 1 DWELLING UNITS

RESPECTFULLY SUBMITTED THIS 15th DAY OF September, 2017.

NAME:	<u>Parker Louis LLC</u>
ADDRESS:	<u>301 Montclair Way</u>
	<u>Chapel Hill, NC 27516</u>
OWNER/PRESIDENT:	<u>Adam Zinn</u>

ATTEST: [Signature] SECRETARY

I, Cora Houston, Deputy Town Clerk of the Town of Carrboro, do hereby certify that the sufficiency of the above-reference petition has been checked and found to be in compliance with G.S. 160A-31.

This the 23rd day of March, 2018.

Deputy Town Clerk: Cora S. Houston

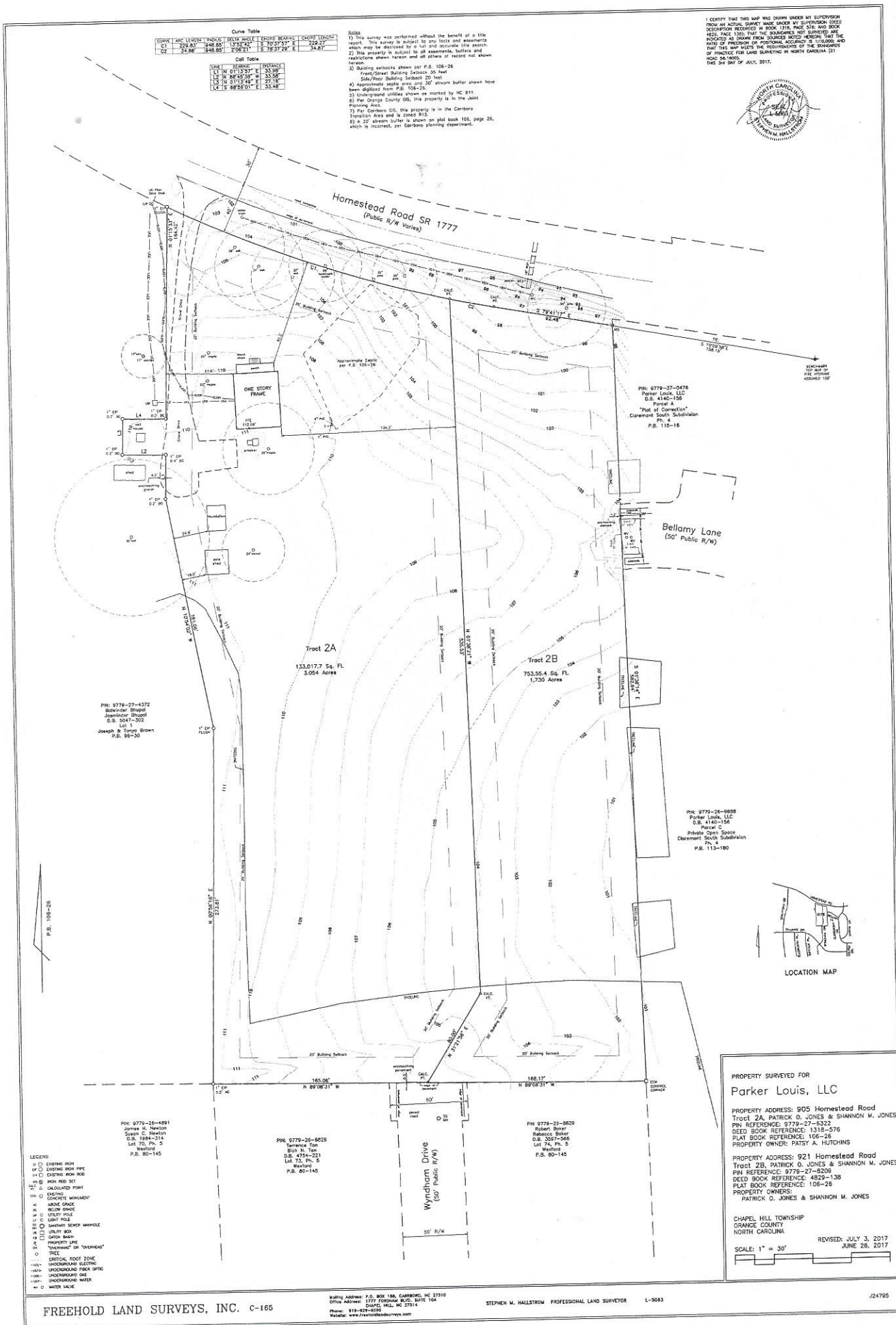


Exhibit A

- A combined legal description of 905 Homestead Road and 921 Homestead, Chapel Hill

BEGINNING AT A POINT IN THE SOUTHERN RIGHT OF WAY OF HOMESTEAD ROAD (S.R. 1777), BEING 411.81 FEET FROM THE CENTER LINE OF THE INTERSECTION OF HOMESTEAD ROAD (S.R. 1777) AND CLAREMONT DRIVE, THENCE RUNNING SOUTH $01^{\circ} 38' 14''$ EAST FOR 582.94 FEET TO AN IRON FOUND IN A CONCRETE MONUMENT; THENCE RUNNING NORTH $89^{\circ} 08' 18''$ WEST FOR 333.24 FEET TO AN EXISTING IRON PIPE OR STAKE; THENCE RUNNING NORTH $00^{\circ} 33' 31''$ EAST 273.76 FEET TO AN IRON PIPE OR STAKE; THENCE NORTH $10^{\circ} 54' 57''$ WEST FOR 181.05 FEET TO AN IRON PIPE OR STAKE; THENCE RUNNING NORTH $01^{\circ} 13' 07''$ EAST FOR 34.01 FEET TO AN IRON PIPE OR STAKE; THENCE RUNNING NORTH $88^{\circ} 46' 53''$ WEST FOR 33.59 FEET TO AN IRON PIPE OR STAKE; NORTH $01^{\circ} 13' 07''$ EAST FOR 27.13 FEET TO AN IRON PIPE OR STAKE; RUNNING THENCE SOUTH $88^{\circ} 46' 53''$ EAST FOR 33.59 FEET TO AN IRON PIPE OR STAKE RUNNING THENCE NORTH $01^{\circ} 13' 07''$ EAST 164.59 FEET TO AN IRON PIPE SET IN THE RIGHT OF WAY OF HOMESTEAD ROAD (S.R. 1777); CONTINUING THENCE ON A CURVE IN A COUNTERCLOCKWISE WITH A RADIUS OF 948.85 FEET, AN ARC LENGTH OF 229.97 FEET AND WHOSE LONG CHORD BEARS SOUTH $70^{\circ} 38' 11''$ EAST A DISTANCE OF 229.40 FEET TO AN IRON PIPE SET; CONTINUING THENCE ON A CURVE IN A COUNTERCLOCKWISE DIRECTION WITH RADIUS OF 948.85 FEET, AN ARC LENGTH OF 34.88 FEET AND WHOSE LONG CHORD BEARD SOUTH $78^{\circ} 37' 58''$ EAST A DISTANCE OF 34.88 FEET TO A MATHEMATICAL POINT; RUNNING THENCE SOUTH $79^{\circ} 41' 17''$ EAST FOR 92.48 FEET TO THE POINT AND PLACE OF BEGINNING, AND MORE PARTICULARLY DESCRIBED BEING ALL OF TRACT 2A, CONTAINING 3.054 ACRES AND TRACT 2B, CONTAINING 1.730 ACRES ACCORDING TO SURVEY AND PLAT ENTITLED, FINAL PLAT MINOR SUBDIVISION FOR PATRICK O. JONES & SHANNON M. JONES," AS PREPARED BY HOLLAND LAND SURVEYING, DATED JUNE 29, 2009, REVISED JULY 17, 2008 AND RECORDED IN PLAT BOOK 106, PAGE 26, ORANGE COUNTY REGISTRY.



Town of Carrboro

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

Agenda Item Abstract

File Number: 17-590

Agenda Date: 6/19/2018

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Continuation of Public Hearing for Conditional Rezoning at 905 & 921 Homestead Road

PURPOSE: The purpose of this item is for the Board of Aldermen to continue to receive public comment and to deliberate on a request to rezone property at 905 and 921 Homestead Road to R-10-CZ.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon - 919-918-7325; Patricia McGuire - 919-918-7327; Bob Hornik - 919-929-3905; Marty Roupe - 919-918-7333

INFORMATION: At the May 22, 2018 Board of Aldermen meeting, the Board opened a public hearing to consider a request from Parker Louis, LLC, (Adam and Omar Zinn) to rezone two parcels on the south side of Homestead Road, from R-15 (Residential, 15,000 square feet per dwelling unit) to R-10-CZ (Residential, 10,000 square feet per dwelling unit, conditional) for the purpose of developing a twenty-lot Architecturally Integrated Subdivision (AIS). (Agenda materials from the May meeting may be found at the following link: <https://carrboro.legistar.com/MeetingDetail.aspx?ID=571560&GUID=E7BC5809-48EB-455B-AD6B-10D624CA4E88&Options=&Search=>>) The two parcels are shown on the attached vicinity map in diagonal hatching and may be more specifically identified as Orange County PINs 9779-27-6322 and 9779-27-8209; they contain just under 4.8 acres combined (*Attachment C*).

Twenty residents spoke during the comment portion of public hearing, including the developer Omar Zinn. The majority of the residents who spoke live in the Wexford and Williams Woods subdivisions located south of the project site and spoke against the proposed vehicular connection from the project to Wyndham Drive citing safety concerns. An excerpt of the meeting minutes is provided (*Attachment J*). The proposed connection is a requirement of the Land Use Ordinance, sections 15-214, 15-217 and 15-220. Provisions relating to the installation of design features to discourage speeding and cut-through traffic are described in Section 15-217 (g); the curve in Wyndham Drive is an example of the types of traffic calming design measures identified in this section. The Town has received a request for residential traffic calming on Cobblestone Drive a parallel north-south, street located nearby and is scheduled to conduct counts in September.

Materials submitted by the applicant include the petition for change of zoning, a short narrative of the project, and a conceptual site plan (*Attachments D, E and F*). Proposed conditions are incorporated into the draft ordinance for rezoning (*Attachment B*) and are referenced in the staff memo.

The applicant has also submitted a petition for voluntary annexation, which is being considered as a separate agenda item.

Agenda Date: 6/19/2018

File Type:Agendas

In Control: Board of Aldermen

Version: 1

The rezoning proposal was presented at the Joint Review meeting on May 3rd. Advisory board comments are provided (*Attachment I*).

The Board of Aldermen must receive public comment before adopting map amendments to the Land Use Ordinance. Section 15-141.4 of the Land Use Ordinance, Conditional Zoning Districts, describes the procedure for the Board to consider a conditional rezoning. Excerpts from the LUO are included in the staff memo.

Should the Board approve the rezoning, the Zinns would follow with an application for a Conditional Use Permit (CUP).

FISCAL & STAFF IMPACT: The petitioner has submitted materials and fees, where applicable, for reviewing and processing these requests, including envelopes for mailed notice. Staff time will be necessary for public notice and agenda preparation for the public hearings.

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

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

WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: AN ORDINANCE AMENDING THE CARRBORO ZONING MAP TO REZONE APPROXIMATELY 4.8 ACRES OF THE PROPERTY KNOWN AS 905 AND 921 HOMESTEAD ROAD FROM R-15 (RESIDENTIAL, 15,000 SQUARE FEET PER DWELLING UNIT) TO R-10-CZ (RESIDENTIAL, 10,000 SQUARE FEET PER DWELLING UNIT, CONDITIONAL)

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

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

_____ *Consistent* with current adopted plans, Carrboro Vision2020 (provisions 2.51, 2.52, 4.12, 4.51, 4.52, and 6.11) and the Facilitated Small Area Plan for Carrboro's Northern Study Area (goals 2, 4, 5, and 8), for the following reason(s):

Carrboro Vision2020

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

2.52 The town should continue to require the construction of a diverse housing stock.

4.12 The town should continue to implement its connector roads policy.

4.51 The town should continue to require developers to install sidewalks and bicycle paths in new developments.

4.52 New developments should bear the costs of upgrading connector and arterial facilities in the areas adjacent to their properties to the extent appropriate, including upgrades to serve pedestrians and bicycles, given the added load to the infrastructure and anticipated use of facilities.

6.11 Town policy should accommodate a variety of housing styles, sizes and pricing. It should also address issues of density, funding and rezoning to allow for more non-detached housing, mixed-use development, and communal living options.

Facilitated Small Area Plan

Goal 2 Patterns of growth which allow for the efficient provision of Town Services

Goal 4 A variety of housing types and price levels

Goal 5 A variety of transportation routes, which allow for public, private, bicycle, and pedestrian modes of transportation

Goal 8 A pedestrian-scale community

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

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

Changed circumstance(s):

Amendment to current adopted plan:

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

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

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

Section 4. This resolution becomes effective upon adoption.

Adopted by the Carrboro Board of Aldermen this the 19th day of June 2018.

AN ORDINANCE AMENDING THE CARRBORO ZONING MAP TO REZONE APPROXIMATELY 4.8 ACRES OF THE PROPERTY KNOWN AS 905 AND 921 HOMESTEAD ROAD FROM R-15 (RESIDENTIAL, 15,000 SQUARE FEET PER DWELLING UNIT) TO R-10-CZ (RESIDENTIAL, 10,000 SQUARE FEET PER DWELLING UNIT, CONDITIONAL)

****Draft 04-25-2018****

THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

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

That property being described on Orange County Tax Maps as:

Chapel Hill Township, two parcels at 905 and 921 Homestead Road (PIN #9779-27-6322 and 9779-27-8209) encompassing approximately 4.8 acres (209,088 square feet) is hereby rezoned from R-15 (Residential 15,000 square feet per dwelling unit) to R-10-CZ (Residential 10,000 square feet per dwelling unit, Conditional) subject to the following conditions provided by the applicant:

1. The Concept Plan labeled “Rezoning Exhibit Illustrative Site Plan – 905 & 921 Homestead Road Conditional Rezoning,” dated March 21, 2018 is approved and incorporated herein to indicate all potential land uses, the general location and size of buildings and parking areas, vehicular and bicycle-pedestrian access points, general circulation patterns, setbacks, and other landscaped areas. Other features and issues remain to be decided at the time a conditional use permit is requested for the development. Those features and issues include, but are not necessarily limited to, the location of stormwater management features, traffic improvements at Homestead Road, and the cross section of the proposed internal streets.
2. The project shall be designed as an Architectural Integrated Subdivision (AIS). As referenced in condition #1 above, the conceptual plan shall include illustrative lot layouts showing the location of setbacks, building footprints, trees, parking area, etc. to ensure the buildability of the proposed lots, as well as the location of proposed open space and recreation facilities.
3. The maximum residential density of the project shall be limited to 20 dwelling units.
4. The applicant has expressed interest in pursuing size-limited dwelling units, and will include up to 25% size limited units. If the project does not include 15% affordable units, the applicant shall participate in an affordable housing meeting with the Board of Aldermen.
5. Per the Town’s connectivity requirements, the proposed north-south internal road shall be constructed to provide a full connection to Wyndham Drive. The proposed east-west internal road may require a T-turnaround or similar feature as determined during the CUP and construction plan approval to allow solid waste/recycling service.

6. The project shall include the construction of a sidewalk or sidepath along Homestead Road, unless determined to be impracticable during the conditional use permit process.

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

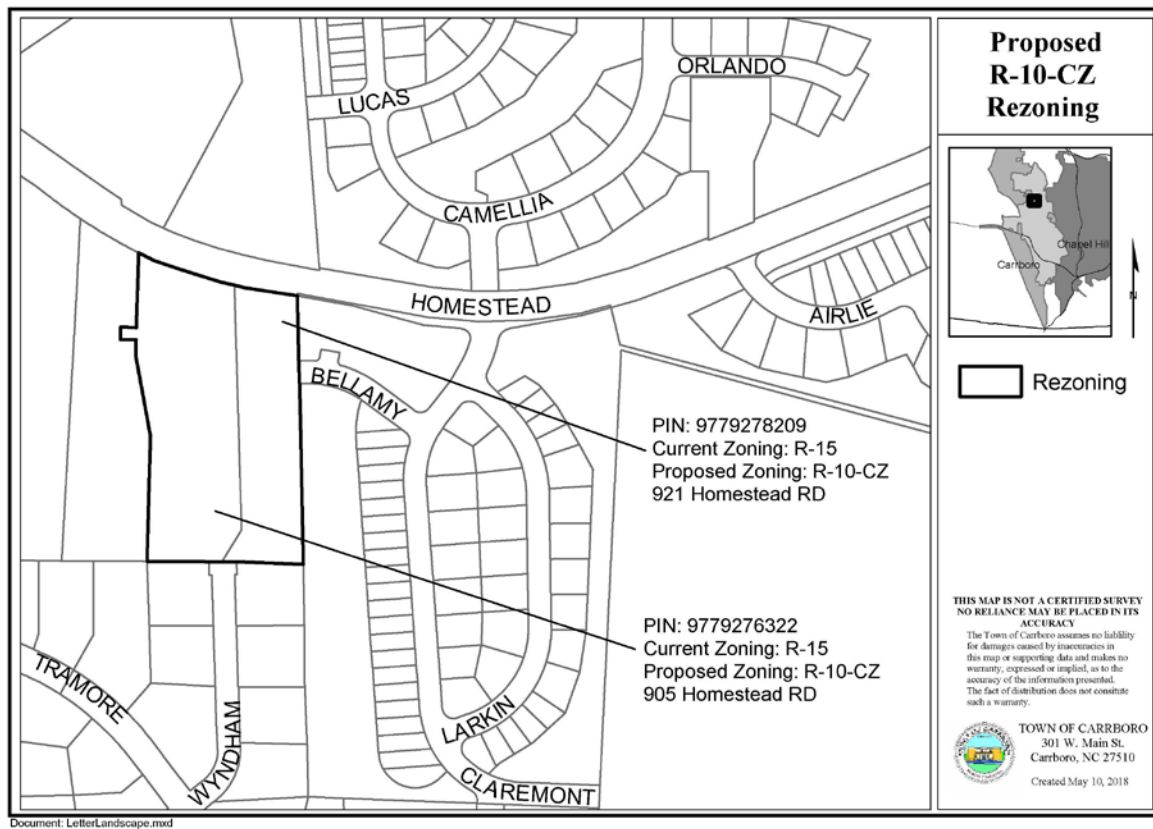
SECTION 3. This ordinance shall become effective upon adoption.

The foregoing ordinance having been submitted to a vote received the following vote and was duly adopted this ____ day of _____ 2018:

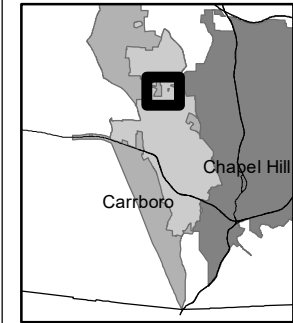
AYES:

NOTES:

ABSENT OR EXCUSED:



Proposed R-10-CZ Rezoning



 Proposal area

 Town Limits

ZONING

 R10B3PUD

 R15

 R20

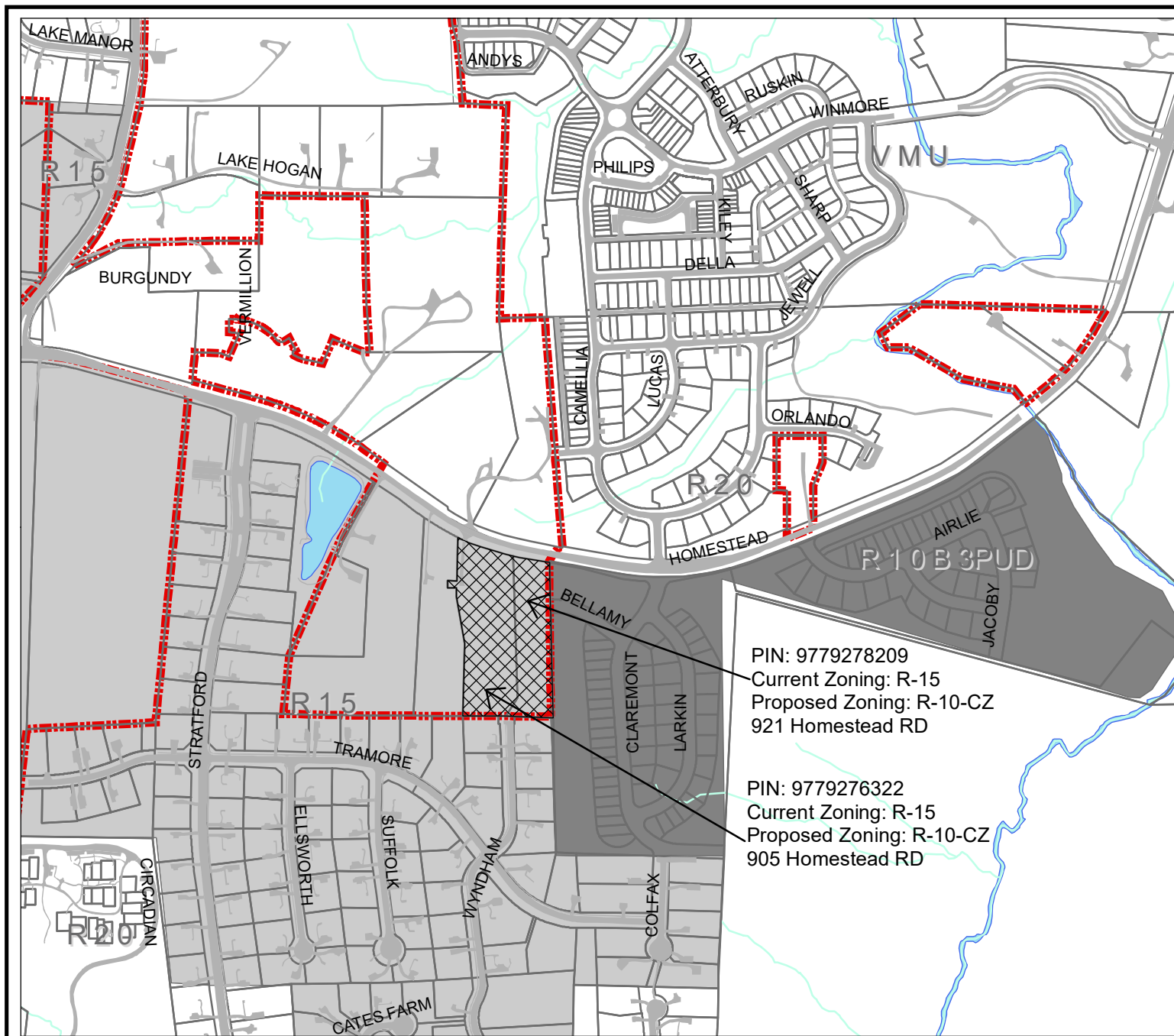
**THIS MAP IS NOT A CERTIFIED SURVEY
NO RELIANCE MAY BE PLACED IN ITS
ACCURACY**

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



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

Created March 13, 2018



Conditional Rezoning Application for Hutchins/Jones tract.

Parker Louis, LLC is submitting a petition for change of zoning for the Hutchins/Jones tracts (4.784 acres combined) located off of Homestead Road bordering the Claremont South neighborhood.

The current zoning (R-15) would allow 12 single family homes. We feel a better use of the land would be to change the zoning to R-10-CZ to allow for a more dense subdivision. With the increased density, lot sizes would be reduced and the end product would be homes in the 1100-2000 square foot range. This product has done very well in Claremont South and is rarely available as a new home in Carrboro.

Please find the formal petition for change of zoning included in this packet of material.

Currently we are not proposing any conditions other than the standard condition to link the rezoning to the subsequent Conditional Use Permit. We are happy to consider other conditions as this project moves through the approval process. As shown on the attached (Rezoning Exhibit R-15 to R-10-CZ), we are developing the site as a small lot and size limited (25%) neighborhood.

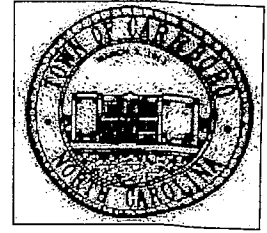
Please find a site plan attached (Rezoning Exhibit R-15 to R-10-CZ).

APPENDIX A – 2

PETITION FOR CHANGE OF ZONING FORM

TOWN OF CARRBORO

PETITION FOR CHANGE OF ZONING



PETITIONER:

DATE:

Parker Louis, LLC

The Petitioner named above respectfully requests the Board of Aldermen of the Town of Carrboro to rezone the below-described property from R-15 to P-10C1 zoning classification. The Petitioner furthermore submits the following information in support of this petition.

1. PETITIONER'S NAME Parker Louis LLC
 ADDRESS: 301 Montclair Way, Chapel Hill, NC 27516
 TELEPHONE #: (919) 422-6477
2. INTEREST IN PROPERTY (IES): owner
3. BROAD DESCRIPTION OF PROPERTY AREAS SOUGHT TO BE REZONED BY REFERENCE TO ADJOINING STREETS: 905121 Homestead Rd, directly to the west of Claremont South Phase 5 and Bellamy Lane
4. DESCRIPTION OF INDIVIDUAL LOTS SOUGHT TO BE REZONED:
 - a. OWNER: Parker Louis LLC
 TAX MAP: _____ BLOCK: _____ LOT: _____ ACREAGE: 3.054 PARCEL: 9779-27-6322
 SUBDIVISION NAME: N/A FRONTAGE: _____ DEPTH: _____
 EXISTING STRUCTURES AND USES: single family home
 - b. OWNER: Parker Louis, LLC
 TAX MAP: _____ BLOCK: _____ LOT: _____ ACREAGE: 1.730 PARCEL: 9779-27-8209
 SUBDIVISION NAME: N/A FRONTAGE: _____ DEPTH: _____

Vacant lot

1. *Journal of the American Medical Association*, 1997; 277: 1039-1043.

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

- ADDRESS

[illegible]

- the area? *see attached*

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

see attached

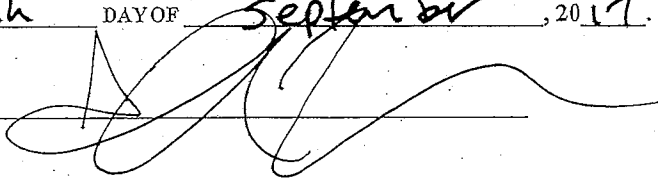
- (c) How will the proposed rezoning affect the value of nearby buildings?

see attached

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

see attached

WHEREFORE, THE PETITIONER REQUESTS THAT THE OFFICIAL ZONING MAP BE AMENDED AS SET OUT ABOVE. THIS IS THE 15th DAY OF September, 2017.

PETITIONER'S SIGNATURE: 

PLEASE NOTE

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

Petition for Change of Zoning from R-15 to R-10-CZ

7(a) The existing character of the area is predominantly a mix of newer neighborhoods (Claremont, Claremont South, Winmore) and existing neighborhoods mostly developed in the 1990's. The subject properties (totaling 4.784 acres) borders Claremont South (R-10 B-3 PUD) and more specifically, the 23 size limited homes in Claremont South. The requested rezoning change will allow us to continue to develop smaller lots, which will breed smaller, more affordable homes. It also speaks directly to Carrboro Vision 2020, Development section 2.52, to "require the construction of a diverse housing stock."

(b) Under current zoning laws (R-15), the property would produce 12 single family lots. It is better suited for a denser subdivision in the R-10-CZ classification. The tremendous success of the smaller homes in the adjoining Claremont South neighborhood has strengthened our belief that the market for homes in the 1100-2000 square foot range in Carrboro is a product that has demand.

(c) The proposed rezoning will have a positive impact on the value of nearby buildings. Connectivity to Wexford should be a seamless event and buyers/sellers in the area will continue to have a choice of product. The coexistence of smaller and larger homes in Claremont South has shown that a mix of product (with careful aesthetic approval) can thrive.

(d) The most appropriate use of this property is to rezone it to increase density. If not, it will be developed with less affordability for the end user. The town of Carrboro has consistently stated a desire to increase density in this area and this rezoning will accomplish that. Moreover, it provides a product that appeals to more homeowners based on affordability alone and coincides with the Town's vision.

3-21-2018
DATE
1" = 40'
SCALE
BSB
DRAWN IN THE USA BY

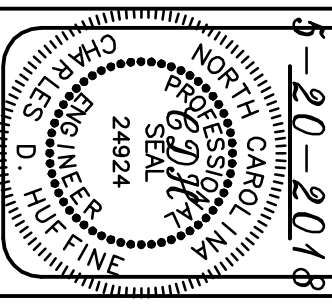

8/20/2018	6:25:20.7	Boyle: small test and red tower by test
3-15-2018	3:52:20.16	revised prep location
3-22-2018	3:52:20.16	shift to concrete
-20-2018	-20-2018	Free Circle Added

1-17-1020

PROJECT NUMBER:

PROPOSAL NUMBER:

Preliminary
Rezoning Exhibit
Illustrative Site
Plan



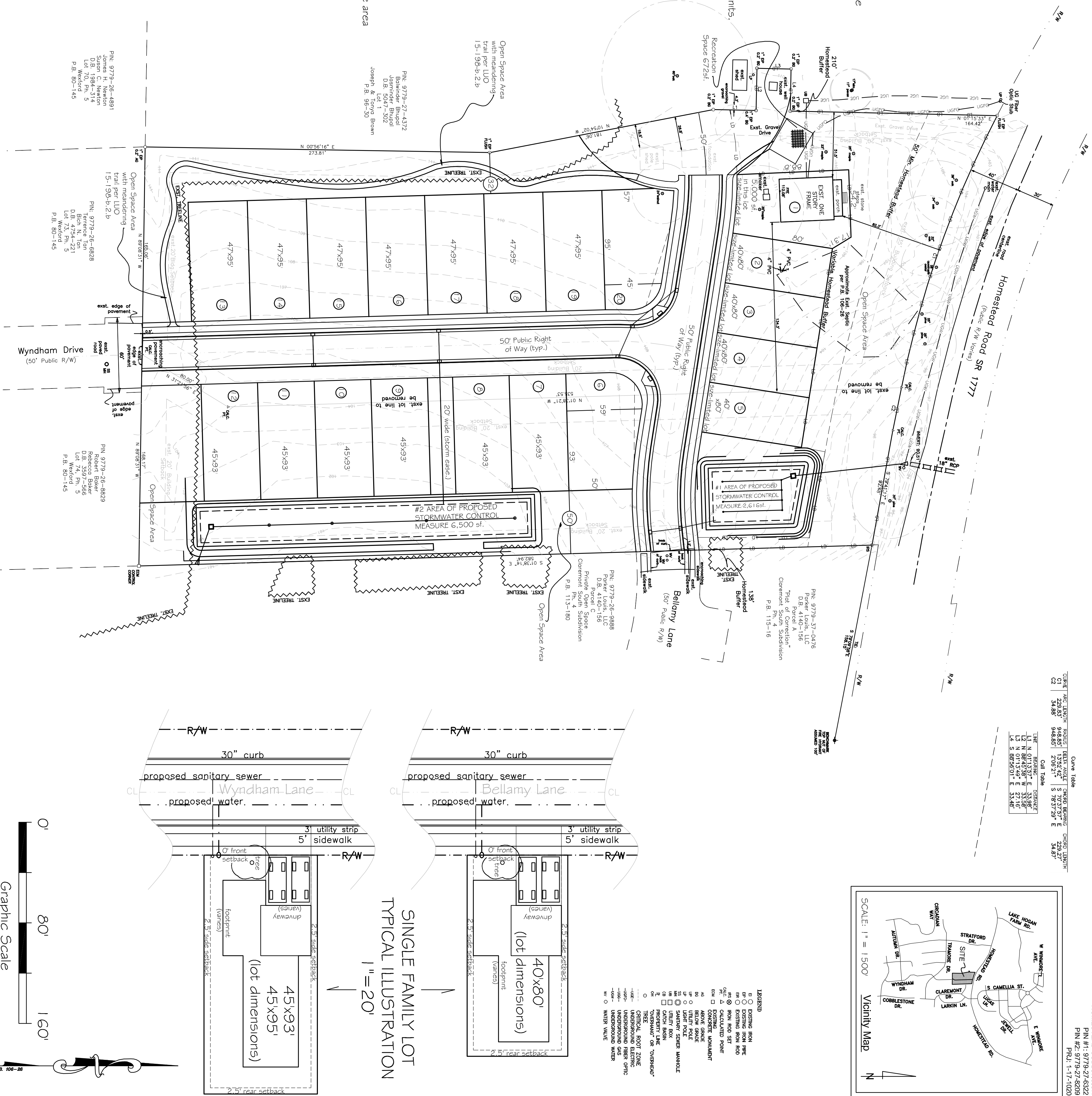
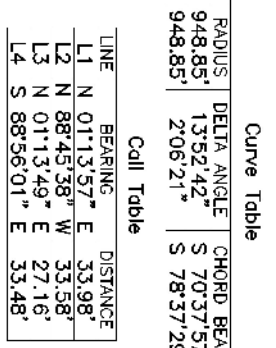
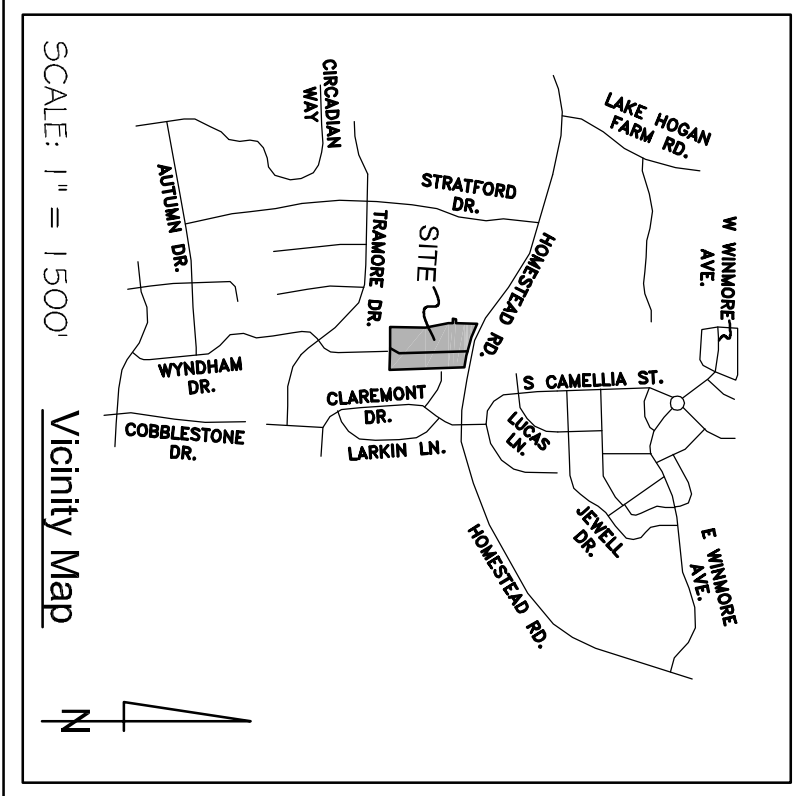
Charles D. Huffine
C-1939

C-19.

Rezoning Exhibit - Illustrative
Site Plan
905 & 921 HOMESTEAD ROAD

PROJECT:

THE L.E.A.D.S. GROUP, P.A.
505 EAST DAVIS STREET
BURLINGTON, NC 27215
phone: (336) 227-8724
fax: (336) 222-9917



CONDITIONAL ZONING - Notes and Information

The site plan is illustrative. The project as shown will require a conditional use permit.

The applicant understands and accepts that approval of this site plan exhibit does not in any way release the applicant from reproducing a site plan for the conditional permit that fully complies with all applicable provisions of The Carboro LMO.

Current Zoning Designation: R-15
Proposed Zoning Designation: R-10, Conditional (R-10-CZ)

TOTAL PROPERTY AREA: 208,373 sf;
20 lots at 10,000 sf/lot = 200,000sf;
Density Calculation Per LUO Section 15-182.3 (no deduction conditions)
The maximum residential density of the project shall be limited to 20 single family residential dwelling units per acre.
This plan proposes 5 size limited lots north of the Proposed Beltway Way.
@ 1,100 sf; and 3 @ 1,350 sf;

All lots shown hereon are proposed as, and are limited to, single family construction

The project shall be designed as an Architectural Integrated Subdivision (AIS) as referenced in the associated conditions. This site plan includes illustrative lot layout showing the locations of building setbacks, building footprints, trees, and other items to ensure buildability of the proposed lots as illustrated hereon as well as the location of any proposed open space and recreation facilities.

PROPOSED MINIMUM BUILDING SETBACKS

Note: Existing Setback for underlying zoning:
 Per Town of Carthoro Zoning Ordinance
 R15 Zoning
 Boundary Setback - 20'
 Right of Way Setback - 35'
 Road Centerline Setback - 55'

This plan proposes not less than 40% open space and this development proposes to comply with The Recreation Facilities Requirement - article XIII of the Carboro LUO.

This plan proposes to leave the existing home intact. The existing gravel drive will be removed and the area that it occupies will be reclaimed.

IDO Article XIII Required Recreation Space Allocation:
Single Family Residential Area greater than 15 lots
Proposed 20 lots at 10.39 points / single family residential lot
Project Total Points : 207.8 points

Amenity(5) required must exceed 207.78 points
 Amenity Proposed: Gazebo or Pergola 24x28
 $.326 \times 672 = 219$ points
 Amenity Proposed: Hiking Trail 525' x 4'
 $0.16 \times 4 \times 525 = 33.6$ points
 Total Project Recreational Facilities Points Provided: 252 points
 meets or exceeds 207.8 required points

RIGHT OF WAY CONSTRUCTION and MINIMUM PAVING SCHEDULE:
Utility construction within the public right of way, street cross section, and paving section thickness per Carboro Town Standard Specifications and Details.

Base Survey information provided by a survey from Freehold Land Surveys, Inc.
Carthage, North Carolina
Developer:
Parker Louis, LLC
301 Montclair Way
Chapel Hill, NC 27516

TOWN OF CARRBORO

NEIGHBORHOOD MEETING FORM



"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 OF THE TOWN OF CARRBORO:

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

905 & 921 Homestead Rd.

TO BE CALLED

TBD

AND TAX MAP REFERENCED AS

PIN: 9779-27-6322

I, Adam Zinn,

REPRESENTING

9779-27-8209

Parker Louis LLC

SUBMIT THIS NEIGHBORHOOD MEETING FORM TO ACKNOWLEDGE THAT:

[PLEASE CHECK THE APPROPRIATE BOX BELOW.]



A MEETING WAS HELD WITH THE MEMBERS OF THE NEIGHBORHOOD ON

10/11/17.



Residents (including Property Owners and Renters), up to 1000 feet of the property, were notified of the neighborhood meeting.



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

THIS NEIGHBORHOOD MEETING FORM IS RESPECTFULLY SUBMITTED TO THE TOWN STAFF ON THIS 12th DAY OF October, 2017.

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

Signature



TOWN OF CARRBORO

NORTH CAROLINA

TRANSMITTAL

PLANNING DEPARTMENT

DELIVERED VIA: ☐ HAND ☒ MAIL ☐ FAX ☐ EMAIL

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

From: Tina Moon, Planning Administrator

Date: May 18, 2018

Subject: Request for Conditional Rezoning at 905 & 921 Homestead Road

SUMMARY

The Town has received a petition for change of zoning from Parker Louis, LLC, (Adam and Omar Zinn), to rezone 905 and 921 Homestead Road from R-15 to R-10, Conditional (R-10-CZ) for the purpose of developing a twenty-lot Architecturally Integrated Subdivision (AIS). The two parcels, totaling just under 4.8 acres are located along the south side of Homestead Road, adjacent to Claremont South. Should the Board approve the rezoning, the Zinns would follow with an application for a Conditional Use Permit.

REZONING OVERVIEW

Section 15-320 of the Land Use Ordinance separates zoning map amendments into two categories—major and minor. This proposal is considered a minor map amendment in that it involves fewer than five parcels and less than fifty areas.

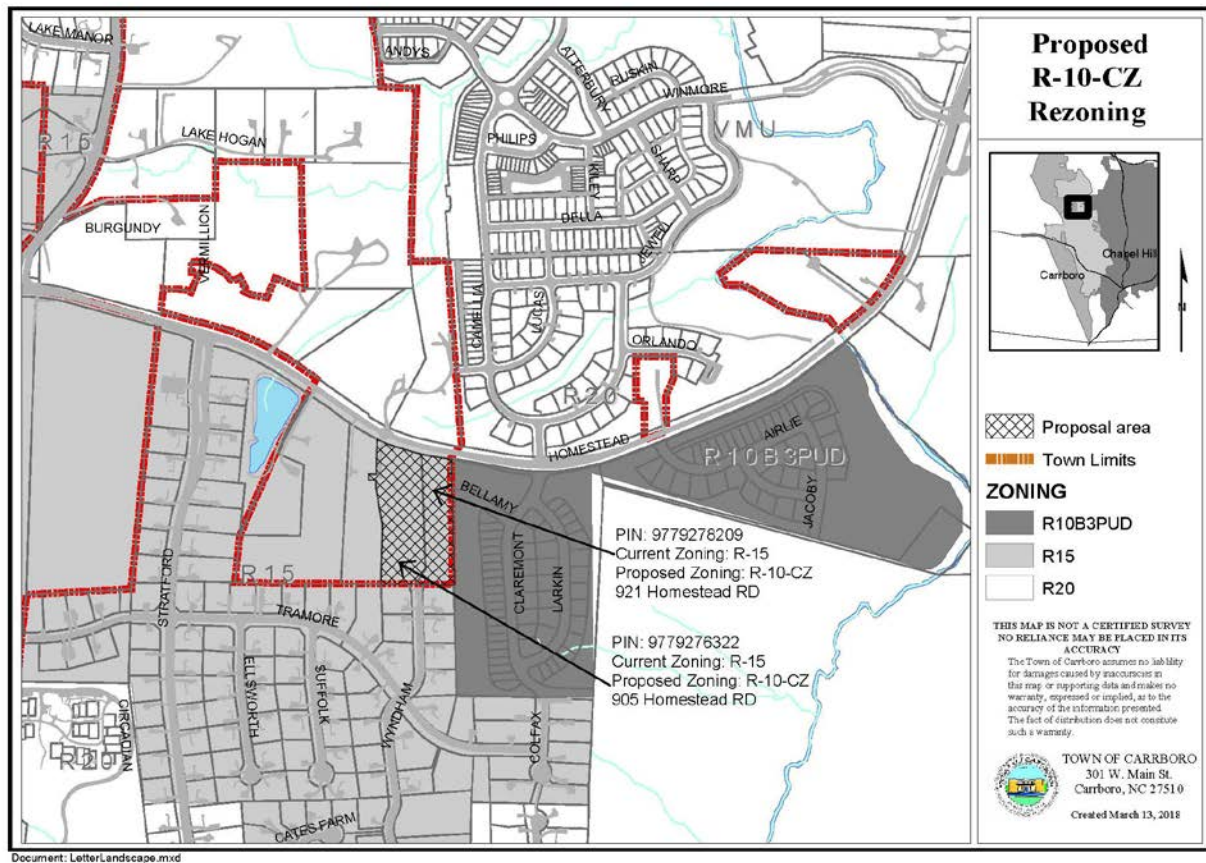
The application for a conditional rezoning, described in 15-141.4(d), includes the formal petition for change of zoning and a list of proposed conditions which may be in the form of written statements, graphic illustrations, or any combination thereof, to be incorporated into the ordinance that rezones the property to the requested conditional zoning district. The applicant has submitted petition form, with answers to the four-part question seven, a short narrative of the project, and a conceptual site plan (Attachments D & E). Draft conditions are provided as part of the rezoning ordinance (Attachment B).

PETITIONERS/OWNERS

Parker Louis, LLC.

DESCRIPTION OF THE AREA

The subject properties are located at 905 and 921 Homestead Road, in between Stratford Drive and Claremont Drive, in the vicinity of the Claremont development. The parcels may be more specifically identified as Orange County PINs 9779-27-6322 and 9779-27-8209, and are shown in diagonal hatching, in the vicinity map below. There is an existing single family home at 905 Homestead Road; 921 Homestead Road is undeveloped. Both properties are located within Transition Area #1, and the applicants have submitted a request for voluntary annexation.

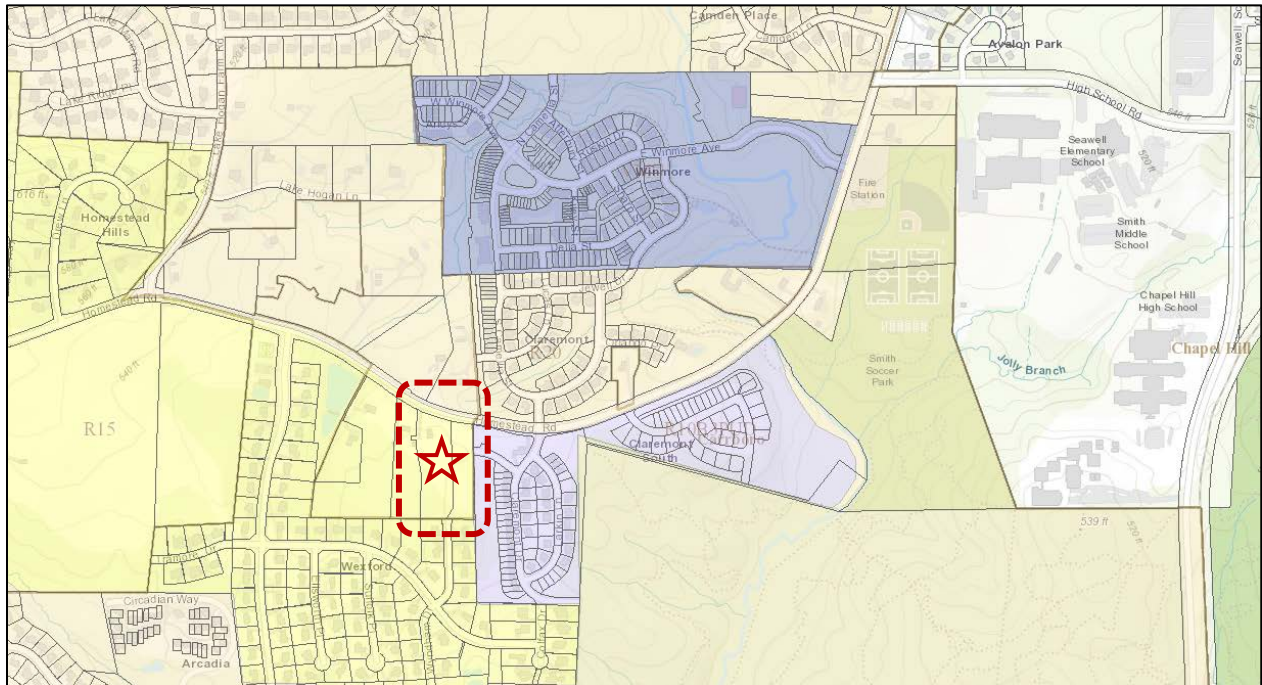


Vicinity Map: the site is shown in diagonal hatching, the Town limits are shown in red outline.

Address	PIN	Existing Zoning	Proposed Zoning	Acreage
905 Homestead Road	9779-27-6322	R-15	R-10-CZ	3.054 (approx.)
921 Homestead Road	9779-27-8209	R-15	R-10-CZ	1.730 (approx.)
			Total	4.8 (209,088 sq.ft.)

ADJACENT LAND USES AND ZONING

An excerpt from the Zoning Map showing the subject properties along with adjacent parcels is provided below. Surrounding land uses are primarily single-family residential with varying levels of densities. The two main zoning districts are R-15 (Residential, 15,000 square feet per dwelling unit shown in yellow) and R-20 (Residential, 20,000 square feet per dwelling unit shown in tan). Undeveloped lands include privately owned property, such as 921 Homestead Road, and the more than 700-acre Carolina North Forest property owned by the University of North Carolina. Claremont South, the development located to the east of the two subject properties, is a planned unit development (PUD) consisting of parcels in two zoning district categories: R-10 (Residential, 10,000 square feet per dwelling unit) and B-3 (Neighborhood Business). Properties in the upper right portion of the image shown in the lighter shade, are located in the Town of Chapel Hill's jurisdiction.



Surrounding Land Uses & Zoning (the site is outlined in dashed line)

A complete list of uses is described in the Table of Permissible Uses in Section 15-146 of the Town of Carrboro Land Use Ordinance, available at the following link:

<http://www.townofcarrboro.org/DocumentCenter/View/691>

COMPARISON OF ZONES

Sections 15-135 and 15-136 of the Land Use Ordinance (LUO) provide detailed descriptions of the existing zoning classification. The existing R-15 district and the proposed R-10-CZ district are both residential in nature and described by ordinance as follows:

The purpose of each of the foregoing residential districts is to secure for the persons who reside there a comfortable, healthy, safe, and pleasant environment in which to live, sheltered from incompatible and disruptive activities that properly belong in non-residential districts.

The primary difference between the districts is relating to density—the number of dwelling units per acre, which is based in part on the minimum number of square feet per lot: 15,000 square feet per dwelling unit for R-15 and 10,000 square feet per dwelling unit for R-10. The dimensional requirements are the same for R-10 and R-10, conditional.

It is worth noting that the requested rezoning is for the purpose of developing a twenty-lot Architecturally Integrated Subdivision (AIS). Architecturally Integrated Subdivision. As provided for in Section 15-187, an applicant is allowed more flexibility to create lots without regard to minimum lot size and setbacks restrictions, in an AIS, so long applicable standards of the LUO are met. The proposed layout—including all potential land uses, the general location and size of buildings and parking areas, vehicular and bicycle-pedestrian access points, general circulation patterns, setbacks, and other landscaped areas—is shown on rezoning exhibit illustrative site plan (Attachment E).

A draft list of conditions for the rezoning is also provided as part of the rezoning ordinance (Attachment B). Conditions for conditional zonings are linked to the rezoning, must be mutually accepted by the Town and the applicant, and will be binding. It is anticipated that conditions may be further refined during the review process. If the rezoning is approved the applicant would follow with an application for a conditional use permit (CUP). The CUP application will require a greater level of detail to ensure compliances with all aspects of the Land Use Ordinance, but overall design must remain consistent with the illustrative site plan approved as part of the rezoning.

ANALYSIS

Carrboro Vision2020 presents the policies that are expected to guide the Town's growth and development through the year 2020. In the Petition for Change of Zoning, the petitioners have provided responses in support of their assertion that the proposed zoning district classification is consistent with the Town's adopted plans and policies. Staff has identified the following sections of Carrboro Vision2020, and the Facilitated Small Area Plan for Carrboro's Northern Study Area that pertain to the requested rezoning:

Carrboro Vision2020

- 2.51** The town should support the implementation of our Small Area Plan.
- 2.52** The town should continue to require the construction of a diverse housing stock.
- 4.51** The town should continue to require developers to install sidewalks and bicycle paths in new developments.

- 4.52** New developments should bear the costs of upgrading connector and arterial facilities in the areas adjacent to their properties to the extent appropriate, including upgrades to serve pedestrians and bicycles, given the added load to the infrastructure and anticipated use of facilities.
- 6.11** Town policy should accommodate a variety of housing styles, sizes and pricing. It should also address issues of density, funding and rezoning to allow for more non-detached housing, mixed-use development, and communal living options.

Facilitated Small Area Plan

Goal 2 Patterns of growth which allow for the efficient provision of Town Services

Goal 4 A variety of housing types and price levels

Goal 5 A variety of transportation routes, which allow for public, private, bicycle, and pedestrian modes of transportation

Goal 8 A pedestrian-scale community

In the justification for the rezoning, question 7 of the petition for change of zoning form, the applicant has identified Vision2020 provision 2.52, to require the construction of a diverse housing stock, and has noted the site's proximity to the residential portion of Claremont South which is zoned R-10.

RELEVANT ORDINANCE PROVISIONS

Section 15-325 of the LUO specifies that when considering a rezoning, the central issue before the Board of Aldermen is "whether the proposed amendment advances the public health, safety or welfare." The Board of Aldermen is obligated to disregard advantages or disadvantages to the individual requesting the change and must consider the impact of the proposed change on the public at large. Summary comments are offered below.

CONSIDERATIONS/SUMMARY COMMENTS

- Adopted policies support the establishment of conditional districts.
- The conditional district process (legislative action for the rezoning) is expected to mitigate the associated impacts of the additional density requested as part of this development.
- Town policies acknowledge an interest and need for a diverse mix of housing options, and for compact development in the transition areas.
- The site's location provides connections to existing neighborhoods with facilities for multi-modal travelers, and will provide improved access for destinations such as school sites within reasonable distances for biking and walking, complies with the connectivity requirements of the LUO, Article XIV, Streets and Sidewalks, and is efficient for the provision of public services.
- The applicant's identified policy provisions appear to support the request.

- As currently designed the future extension of the proposed internal road that runs parallel to Homestead Road may impact one or more trees. The applicants have offered a minor modification to the western end of the internal road, intended to limit the impact of the existing large tree, as an alternative design (Attachment E-2).

ACTION REQUESTED

Staff requests that the Board receive public comment, and consider the request to rezone two parcels located at 905 and 921 Homestead Road.

Relevant excerpts from the Land Use Ordinance are attached below.

ARTICLE IX

ZONING DISTRICTS AND ZONING MAP

PART I. ZONING DISTRICTS

Section 15-135 Residential Districts Established.

(a) The following basic residential districts are hereby established: R-20, R-15, R-10, R-7.5, R-3, R-2, R-R, R-S.I.R., and R-S.I.R.-2. The purpose of each of the foregoing residential districts is to secure for the persons who reside there a comfortable, healthy, safe, and pleasant environment in which to live, sheltered from incompatible and disruptive activities that properly belong in non-residential districts. **(AMENDED 5/12/81; 12/7/83; 2/4/86)**

Section 15-141.4 Conditional Zoning Districts (AMENDED 5/27/08)

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

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

B-1(C)-CZ, B-1(G)-CZ, B-2-CZ, B-3-CZ, B-3-T-CZ, B-4-CZ, CT-CZ, O-CZ, OACZ, M-1-CZ, M-2-CZ **(AMENDED 4/27/10; 06/23/15)**

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

(c) Subject to the provisions of subsections (f) and (g), the uses permissible within a conditional zoning district authorized by this section, and the regulations applicable to property within such a district, shall be those uses that are permissible within and those regulations that are applicable to the general use zoning district to which the conditional district corresponds, except as those uses and regulations are limited by conditions imposed pursuant to subsection (d) of this section. For example, property that is rezoned to a B-2-CZ district may be developed in the same manner as property that is zoned B-2, subject to any conditions imposed pursuant to subsection (d). **(AMENDED 11/9/11)**

(d) When a rezoning petition for a conditional zoning district is submitted (in accordance with Article XX of this chapter), the application shall include a list of proposed conditions (which may be in the form of written statements, graphic illustrations, or any combination

thereof) to be incorporated into the ordinance that rezones the property to the requested conditional zoning district. **(AMENDED 10/25/16)**

(d1) A rezoning petition may be submitted to allow use classification 3.260 Social Service Provider with Dining within a building of more than two stories or 35 feet in height. **(AMENDED 10/25/16)**

(1) The petition shall include information that demonstrates that, if the project is completed as proposed, it:

- a. Will not substantially injure the value of adjoining or abutting property; and
- b. Will be in harmony with the area in which it is to be located. The manner in which a project is designed to accommodate additional building height including, but not limited to, scale, architectural detailing, compatibility with the existing built environment and with adopted policy statements in support of vibrant and economically successful and sustainable, mixed-use, core commercial districts shall be among the issues that may be considered to make a finding that a project is or is not in harmony with the area in which it is to be located. The applicant may use a variety of graphic and descriptive means to illustrate these findings; and
- c. Will be in general conformity with the Land Use Plan, Thoroughfare Plan, and other plans officially adopted by the Board. **(AMENDED 03/22/16, 10/25/16)**

(2) All relative provisions of the Land Use Ordinance shall apply except to the extent that such provisions are superseded by the provisions of this section or any conditions incorporated into the conditional zoning district described in subsection (d1) above. **(AMENDED 10/25/16)**

(e) The list of proposed conditions may be modified by the planning staff, advisory boards, or Board of Aldermen as the rezoning application works its way through the process described in Article XX, but only those conditions mutually approved by the applicant and the Board may be incorporated into the conditional zoning district shall be limited to (i) those that address the conformance of the development and use of the site to the provisions of this chapter or to applicable plans adopted by the Board, and (ii) those that address the impacts reasonably expected to be generated by the development or use of the site. **(AMENDED 03/22/16, 10/25/16)**

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

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

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

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

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

PART II. ZONING MAP

Section 15-142 Official Zoning Map.

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

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

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

Section 15-143 Amendments to Official Zoning Map (AMENDED 4/27/10; 10/26/10); 09/24/13

- (a) Amendments to the Official Zoning Map are accomplished using the same procedures that apply to other amendments to this chapter, as set forth in Article XX.
- (b) The administrator shall update the Official Zoning Map as soon as possible after amendments to it are adopted by the Board. Upon entering any such amendments to the map, the administrator shall change the date of the map to indicate its latest revision. New prints of the updated map may then be issued.
- (c) No unauthorized person may alter or modify the Official Zoning Map.
- (d) The planning department shall keep copies of superseded prints of the zoning map for historical reference.

ARTICLE XX

AMENDMENTS

Section 15-320 Amendments in General

(a) Amendments to the text of this chapter or to the zoning map may be made in accordance with the provisions of this article, or in the case of nonsubstantive editorial changes, may be made administratively by the planning director, as described in Section 15-38 of this ordinance. **(AMENDED 09/01/87)**

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

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

(d) The regulations applicable to the watershed districts do, and all amendments to these regulations shall, comply with the water supply watershed protection rules promulgated by the State pursuant to G.S. 143-214.5. Copies of all amendments to Sections 15-265 or 15-266 shall be sent to the Division of Community Assistance, Division of Environmental Health, and Division of Water Quality. **(AMENDED 10/15/96)**

Section 15-321 Initiation of Amendments

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

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

- (1) The name, address, and phone number of the applicant.
- (2) A description of the land affected by the amendment if a change in zoning district classification is proposed.
- (3) Stamped envelopes containing the names and addresses of all those to whom notice of the public hearing must be sent as provided in Section 15-323.

- (4) A description of the proposed map change or a summary of the specific objective of any proposed change in the text of this chapter.
 - (5) A concise statement of the reasons why the petitioner believes the proposed amendment would be in the public interest.
- (c) Upon receipt of a petition as provided in (b), the planning staff shall either:
- (1) Treat the proposed amendment as one initiated by the town administration and proceed in accordance with subsection (a) if it believes that the proposed amendment has significant merit and would benefit the general public interest; or
 - (2) Forward the petition to the Board with or without written comment for a determination of whether an ordinance should be drafted and a public hearing set in accordance with subsection (d).
- (d) Upon receipt of a proposed ordinance as provided in subsection (a), the Board may establish a date for a public hearing on it. Upon receipt of a petition for an ordinance amendment as provided in subsection (b), the Board may summarily deny the petition or set a date for a public hearing on the requested amendment and order the attorney, in consultation with the planning staff, to draft an appropriate ordinance.

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

(a) If the Board sets a date for a public hearing on a proposed amendment, it shall also refer the proposed amendment to the planning board for its consideration and may refer the amendment to the appearance commission if community appearance is involved, and may refer the amendment to the transportation advisory board if the amendment involves community transportation issues and may refer the amendment to the environmental advisory board if the amendment involves community environment issues. **(AMENDED 09/19/95, REWRITTEN 02/25/14)**

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

(c) A comment by the planning board that a proposed amendment is inconsistent with the Land Use Plan, Thoroughfare Plan or other officially adopted plan shall not preclude consideration or approval of the proposed amendment by the Board of Aldermen, and the Board of Aldermen is not bound by the recommendations of the planning board. **(AMENDED 10/24/06)**

(d) A member of the planning board and any other advisory committee that provides direct advice to the Board of Aldermen (i.e. it does not report to the planning board) shall not vote on recommendations regarding any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. **(AMENDED 10/24/06)**

Section 15-323 Hearing Required: Notice

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

(b) The planning staff shall publish a notice of the public hearing on any ordinance that amends the provisions of this chapter once a week for two successive weeks in a newspaper having general circulation in the Carrboro area. The notice shall be published for the first time not less than ten days nor more than twenty-five days before the date fixed for the hearing. This period is to be computed in accordance with G.S. 160A-364, which provides that the date of publication is not counted but the date of the hearing is.

(c) With respect to all map amendments, the planning staff shall mail, by first class mail, written notice of the public hearing to the record owners of all properties whose zoning classification is changed by the proposed amendment as well as the owners of all properties any portion of which is within 1000 feet of the property rezoned by the amendment. For purposes of this section the term "owners" shall mean the persons shown as owners on Orange County's computerized land records system. The planning staff shall also make reasonable efforts to mail a similar written notice to the non-owner occupants of residential rental property located within 1,000 feet of the lot that is the subject of the rezoning. The notices required by this subsection shall be deposited in the mail at least 10 but not more than 25 days prior to the date of the public hearing. The staff member mailing such notices shall certify to the board that the notices have been mailed, and such certificate shall be deemed conclusive in the absence of fraud. **(AMENDED 10/12/82; 1/22/85; 10/1/85; 04/15/97; 3/26/02)**

(d) The first class mail notice required under subsection (c) of this section shall not be required if the zoning map amendment directly affects more than 50 properties, owned by a total of at least 50 different property owners, and the Town elects to use the expanded published notice provided for in this subsection. In this instance, the Town may elect to either make the mailed notice provided for in subsection (c) of this section or may, as an alternative, elect to publish notice of the hearing as required by G.S. 160A-364, but provided that each advertisement shall not be less than one-half (1/2) of a newspaper page in size. The advertisement shall only be effective for property owners who reside in the area of general circulation of the newspaper

which publishes the notice. Property owners who reside outside of the newspaper circulation area, according to the address listed on the most recent Orange County property tax listing for the affected property, shall be notified according to the provisions of subsection (c) of this section. **(AMENDED 10/24/06)**

(e) For proposed zoning map amendments, the planning staff shall prominently post a notice of the public hearing on the site proposed for a rezoning or an adjacent public street or highway right-of-way. When multiple parcels are included within a proposed zoning map amendment, a posting on each individual parcel is not required, but the planning staff shall post sufficient notices to provide reasonable notice to interested persons.

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

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

- (1) State the date, time, and place of the public hearing.
- (2) Summarize the nature and character of the proposed change.
- (3) If the proposed amendment involves a change in zoning district classification, reasonably identify the property whose classification would be affected by the amendment.
- (4) State that the full text of the amendment can be obtained from the town clerk.
- (5) State that substantial changes in the proposed amendment may be made following the public hearing.

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

(i) Except for a town-initiated zoning map amendment, when an application is filed to request a zoning map amendment and that application is not made by the owner of the parcel of land to which the amendment would apply (regardless of how the staff treats the proposed amendment under subsection 15-321(c)), the applicant shall certify to the Board of Aldermen that the owner of the parcel of land as shown on the county tax listing has received actual notice of the proposed amendment and a copy of the notice of public hearing. The person or persons required to provide notice shall certify to the Board of Aldermen that proper notice has been

provided in fact, and such certificate shall be deemed conclusive in the absence of fraud. (AMENDED 11/24/09)

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

Section 15-324 Board Action on Amendments (AMENDED 10/24/06)

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

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

(c) Voting on amendments to this chapter shall proceed in the same manner as on other ordinances, subject to Section 15-326 of the Land Use Ordinance and Section 2-15 of the Town Code.

(d) Prior to adopting or rejecting any zoning amendment, the Board shall adopt a statement describing whether its action is consistent with the Land Use Plan, Thoroughfare Plan, or other applicable plan officially adopted by the Board and explaining why the Board considers the action taken to be reasonable and in the public interest. This statement is not subject to judicial review.

(e) A Board member shall not vote on any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. (See also Carrboro Town Code Section 2-35).

Section 15-325 Ultimate Issue Before Board on Amendments

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

- (1) Except when the request is to rezone property to a conditional use district or conditional zoning district, the Board shall not consider any representations made by the petitioner that, if the change is granted, the rezoned property will be used for only one of the possible range of uses permitted in the requested classification. Rather, the Board shall consider whether the entire range of permitted uses in the requested classification is more appropriate than the range of uses in the existing classification. (AMENDED 05/25/99; 05/27/08)
- (2) The Board shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed change on the public at large.

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

The Town of Carrboro Land Use Ordinance may from time to time be amended, supplemented, changed, modified or repealed. If any resident or property owner in the Town submits a written statement regarding a proposed amendment, modification or repeal to this Ordinance to the Clerk of the Board of Aldermen at least two (2) business days prior to the proposed vote on such change, the Clerk to the Board shall deliver such written statement to the Board. If the proposed change is the subject of a quasi-judicial proceeding under North Carolina General Statutes Section 160A-388 (such as conditional use rezoning in which the legislative rezoning is accompanied by or followed by a quasi-judicial conditional use permit process), the Clerk shall provide only the names and addresses of the individuals providing written comment, and the provision of such names and addresses to all members of the Board shall not disqualify any member of the Board from voting. Written statements submitted in connection with a quasi-judicial proceeding may be admitted into evidence at such a proceeding if the Board determines that such statements are admissible in the proceeding. (Amended 12-6-16 ; and enacted pursuant to a Resolution in Opposition to the General Assembly's Repeal of Statutory Authority for Qualified Protest Petitions to Trigger a Super Majority Vote for Certain Zoning Map Amendments, dated 12-6-16).



TOWN OF CARRBORO

NORTH CAROLINA

PLANNING DEPARTMENT

TO: Property Owners and Residents

FROM: Christina R. Moon, Planning Administrator

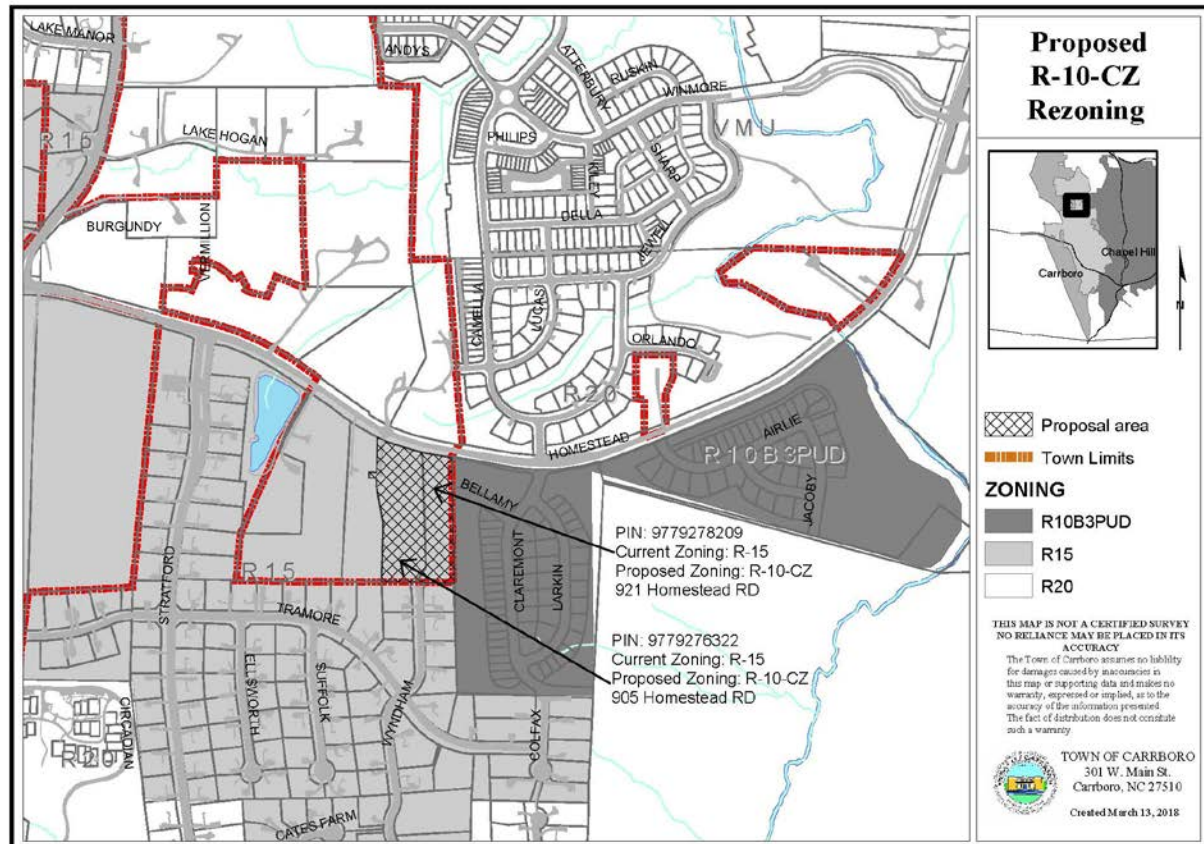
DATE: May 10, 2018

PUBLIC NOTICE: Proposed Conditional Rezoning of Properties at 905 and 921 Homestead Road

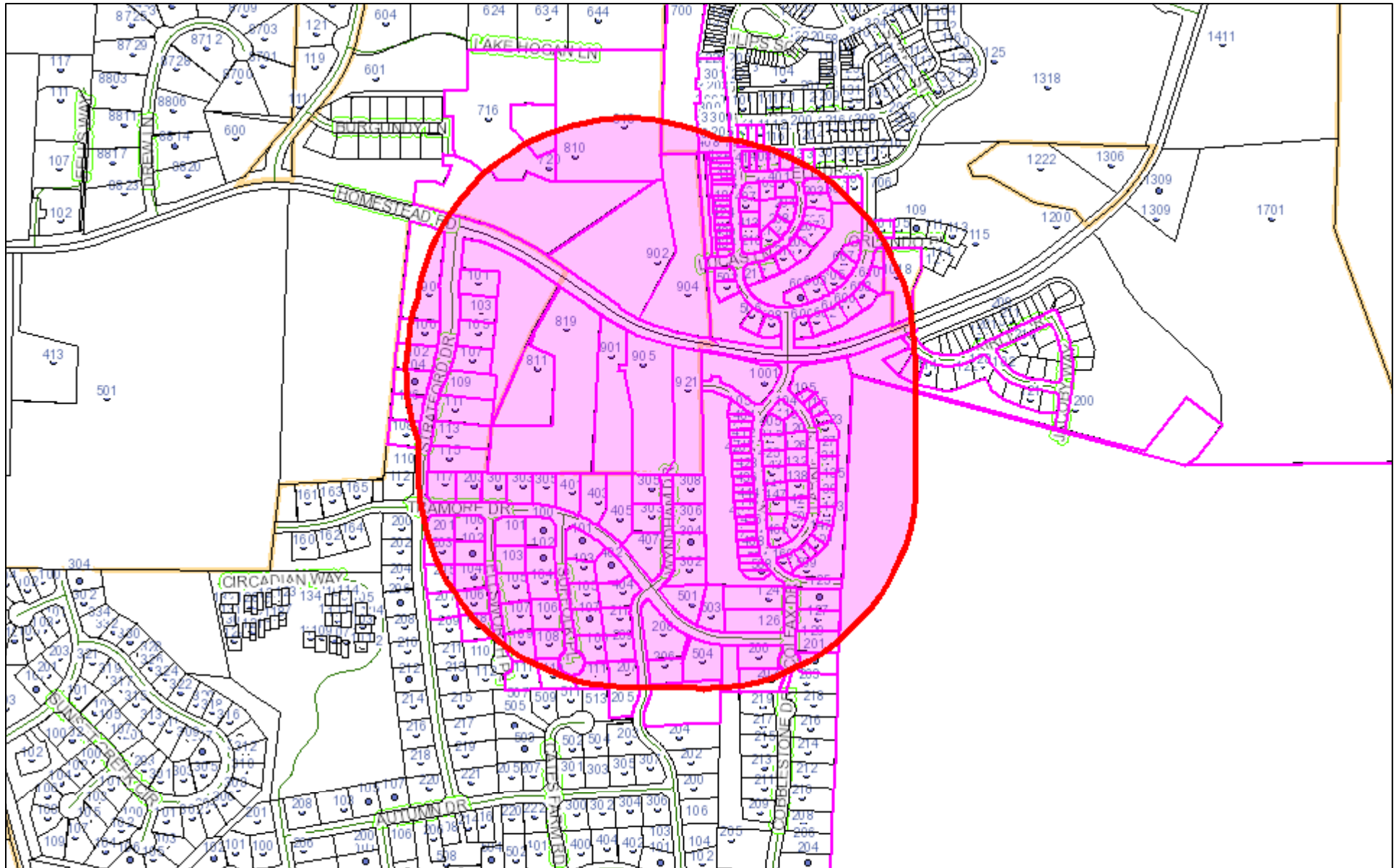
You are receiving this letter because your property or residence is within 1,000 feet of property under consideration for rezoning. The Town has received an application from Parker Louis, LLC (Adam and Omar Zinn), for the rezoning of two properties on the south side of Homestead Road adjacent to the Claremont South development. The existing properties are zoned R-15 (Residential 15,000 square feet per dwelling unit). The applicants are requesting to rezone the property R-10-CZ (Residential, 10,000 square feet per dwelling unit, Conditional) to allow for the development of a twenty-lot Architecturally Integrated Subdivision (AIS). The parcels may be more specifically identified as Orange County PINs #9779-27-6322 and 9779-27-8209, encompassing a combined total of approximately 4.8 acres. A map showing the property location is provided on the reverse side of this letter.

The Board of Aldermen will hold a public hearing to consider the conditional rezoning per this request on Tuesday, May 22, 2018 at 7:30 p.m. in the Town Hall Board Room (Room 110) located at 301 West Main Street. You are invited to attend this hearing and to make your opinions on the requested rezoning known.

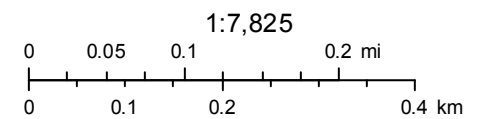
Additional information regarding the rezoning under consideration is available from the Planning Department located on the second floor of Town Hall and will also be available on the Town's website a few days before the meetings. The Board of Aldermen's agenda materials for the public hearing may be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



Document: LetterLandscape.mxd



March 15, 2018



PIN	OWNER1_LAST	OWNER1_FIRST	OWNER2_LAST	OWNER2_FIRST	ADDRESS	CITY	STATE	ZIP
9779380680	WILLIAMS	BRYAN L			100 DELLA ST	CHAPEL HILL	NC	27516
9779167698	MILLS	DAVID A	MILLS		100 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779175631	JOHNSTON	CHRISTOPHER M	JOHNSTON		100 STRATFORD DR	CHAPEL HILL	NC	27516
9779261607	HUEMMER	JOHN M	HUEMMER		100 SUFFOLK PL	CHAPEL HILL	NC	27517
		OCCUPANT			1001 HOMESTEAD RD	CHAPEL HILL	NC	27516
		OCCUPANT			101 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779387135	DEMARCO	VICTOR	DEMARCO	BROOKE	101 ORLANDO PL	CHAPEL HILL	NC	27516
9779178814	EVENS	NOAH	EVENS	EMILY	101 STRATFORD DR	CHAPEL HILL	NC	27516
9779263601	BEETHAM	JODI			101 SUFFOLK PLACE	CHAPEL HILL	NC	27516
9779378804	NASH	MILDRED LORETTA			1018 HOMESTEAD RD	CHAPEL HILL	NC	27516
9779167597	SEGARS	BARBARA P	SEGARS	ALBERT H III	102 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779175530	SPRINGER	MATT LAWRENCE	R	SUSAN T	102 STRATFORD DR	CHAPEL HILL	NC	27514
9779261515	WHANGER	KATHLEEN	WHANGER	THOMAS R	102 SUFFOLK PL	CHAPEL HILL	NC	27516
9779373030	CHEN	CHIEN H	YEH	FANG CHING	102 WOODED HILL WA	CARY	NC	27519
9779169574	NIEDERLAND	ALAN	NIEDERLAND	ALIC	103 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779178712	DUFFY	JOSEPH J III			103 STRATFORD DR	CHAPEL HILL	NC	27516
		OCCUPANT			103 SUFFOLK PL	CHAPEL HILL	NC	27516
9779167496	MINCHEW	JOE T	MINCHEW	JANET M	104 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779372360	CAREY	MARK C	CAREY	ERIN T	104 LARKIN LN	CHAPEL HILL	NC	27516
9779281603	THE BERRYHILL GROUP LLC				104 PAINTED TURTLE L	CHAPEL HILL	NC	27516
9779175307	MILLER	ROBERT S	MENDES	VICTORIA M	104 STRATFORD DR	CHAPEL HILL	NC	27516
9779261422	AMBROZIC	CHRISTOPHER P	AMBROZIC	PAULA A	104 SUFFOLK PL	CHAPEL HILL	NC	27516
9779370341	BACHENHEIMER	AARON	BACHENHEIMER	ELIZABETH	105 BELLAMY LN	CHAPEL HILL	NC	27516
9779274372	BHUPAL	BALWINDER	BHUPAL	JASMINDER	105 BLACK TIE LN	Chapel Hill	NC	27514
9779169470	PRICE	CAROL D			105 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779373367	ROSARIO	MIRTA N	ROSARIO MONTALVO	JEAN C	105 LARKIN LN	CHAPEL HILL	NC	27516
9779178600	WILLIAMS	DAVID C JR	WILLIAMS	MARY H	105 STRATFORD DR	CHAPEL HILL	NC	27516
		OCCUPANT			105 SUFFOLK PL	CHAPEL HILL	NC	27516
9779263328	GRAVES	M M TRUSTEE	GRAVES TRUSTEE	L G	105 SUFFOLK PLACE	CHAPEL HILL	NC	27516
9779168324	LIEBE	JENNIFER C	LIEBE	GREGORY J	106 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779174285	STERN	RICHARD	STERN	AMY	106 STRATFORD DR	CHAPEL HILL	NC	27516
9779261249	PUCHALA	RONALD	ANTHONY	ANNE M	106 SUFFOLK PL	CHAPEL HILL	NC	27516
9779169297	GIDUZ	THOMAS	GIDUZ	ELIZABETH	107 ELLSWORTH PLACE	CHAPEL HILL	NC	27516
9779177487	COTTRELL	ANTHONY L	COTTRELL	CLARA R	107 STRATFORD DR	Chapel Hill	NC	27516
9779263236	COHEN	DAVID S	COHEN	LINDA P	107 SUFFOLK PL	CHAPEL HILL	NC	27516
9779381660	CLAYTON	STEVEN T	CLAYTON	JANET A	108 DELLA ST	Chapel Hill	NC	27514
9779168222	HENRIQUEZ	CRAIG S	HENRIQUEZ	ALEXANDRA P	108 ELLSWORTH PL	CHAPEL HILL	NC	27516
9779174164	CASE	RANDY S TRUSTEE	CASE	JOANN Y TRUSTEE	108 STRATFORD DR	CHAPEL HILL	NC	27516
9779261156	BLYTH	KAREN E			108 SUFFOLK PLACE	C CHAPEL HILL	NC	27516

PIN	OWNER1_LAST	OWNER1_FIRST	OWNER2_LAST	OWNER2_FIRST	ADDRESS	CITY	STATE / ZIP CODE
9779260123	WALKER	STEVEN G	WALKER	JAMIE S	109 ELLSWORTH PL	CHAPEL HILL	NC 27516
9779374304	FERNANDES	JOSE JR	LOVMO	JEANNE E	109 LARKIN LN	CHAPEL HILL	NC 27516
9779177366	REYNOLDS	LEONARD D JR			109 STRATFORD DR	CHAPEL HILL	NC 27516
9779263114	RAGHUNATHAN	KARTHIK	RAGHUNATHAN	UMA	109 SUFFOLK PL	CHAPEL HILL	NC 27516
9779373213	PATEL	KETAN A	PATEL	MITALI K	110 LARKIN LN	CHAPEL HILL	NC 27516
9779261071	WESTOVER	LEE ALAN	WESTOVER	REBEKAH C	110 SUFFOLK PL	CHAPEL HILL	NC 27516
9779260030	REYNOLDS	STEPHEN P	REYNOLDS	GINA E	111 ELLSWORTH PL	CHAPEL HILL	NC 27516
9779177254	SICKORA	CATHERINE E	SICKORA	BRIAN E	111 STRATFORD DR	CHAPEL HILL	NC 27516
9779263020	TREMBATH	DIMITRI G	TROBBIANI	DINA M	111 SUFFOLK PL	CHAPEL HILL	NC 27516
9779289480	SOLUM PROPERTIES LLC				113 SHADOW RIDGE PL	CHAPEL HILL	NC 27516
9779177133	CHEN	FULIN	LI	LILING	113 STRATFORD DR	CHAPEL HILL	NC 27516
9779374320	FOREMAN	AARON C	FOREMAN	JENNIFER S	115 LARKIN LN	CHAPEL HILL	NC 27516
9779177021	LEE	TONG H ETAL	LEE	CHON	115 STRATFORD DR	CHAPEL HILL	NC 27516
9779166838	TEMPLETON	ERNEST DAVID JR	TEMPLETON	KATHLEEN	117 STRATFORD DR	CHAPEL HILL	NC 27516
9779381620	SM RALEIGH LLC				11710 PLAZA AMERICA S RESTON	VA 20190	
9779374256	BERNGARTT	JOHN			119 LARKIN LN	CHAPEL HILL	NC 27516
9779373136	BRACH	PAUL G	TIEMANN	HOLLY A	120 LARKIN LN	CHAPEL HILL	NC 27516
9779370071	NC BOILER PROPERTIES LLC				123 LAKE HOGAN FARM	CHAPEL HILL	NC 27516
9779374270	GILLETTE	KENNETH	GILLETTE	ANGELA	123 LARKIN LN	CHAPEL HILL	NC 27516
9779179687	WEXFORD HOMEOWNERS ASSC	CHAPEL HILL INC			124 COBBLESTONE DR	CARRBORO	NC 27510
9779361431	KRASNOV	MICHAEL R DR	KRASNOV	PATRICIA P	124 COLFAX DRIVE	CHAPEL HILL	NC 27516
9779364442	FENTON	MICHAEL	FENTON	YOUNG S	125 COLFAX DR	CHAPEL HILL	NC 27516
9779361331	STROHLEIN	FRANK G	STROHLEIN	SUSAN G	126 COLFAX DR	CHAPEL HILL	NC 27516
		OCCUPANT			126 LARKIN LN	CHAPEL HILL	NC 27516
9779364332	WIENER	RUSSELL W	SMITH	MARTHA E	127 COLFAX DR	CHAPEL HILL	NC 27516
9779374182	ALLAN	ELIZABETH			127 LARKIN LN	CHAPEL HILL	NC 27516
9779364232	PEISNER	FEINBERG ELLEN S	FEINBERG	THOMAS N	129 COLFAX DR	CHAPEL HILL	NC 27516
9779374084	SHAW	STEVEN J	SHAW	ERIN C	131 LARKIN LN	CHAPEL HILL	NC 27516
		OCCUPANT			132 LARKIN LN	CHAPEL HILL	NC 27516
9779364976	TELHAN	GAURAV	JAIN	EISHA	135 LARKIN LN	CHAPEL HILL	NC 27516
9779363933	GOVERT	JOHN V	GOVERT	JANINE M	138 LARKIN LN	CHAPEL HILL	NC 27516
9779364879	BHANSALI	DIVYA	VIZER	LISA	139 LARKIN LN	CHAPEL HILL	NC 27516
9779363844	MATTHE	CHRISTOPHER	MATTHE	KRISTIN	142 LARKIN LN	CHAPEL HILL	NC 27516
9779364871	SODEMAN	JEFFREY T	SODEMAN	TENLEY T	143 LARKIN LN	CHAPEL HILL	NC 27516
9779364753	MILLER	DONALD W	MILLER	ERIN M	147 LARKIN LN	CHAPEL HILL	NC 27516
9779363716	TADROS	HANI	LOUIS	DINA M	150 LARKIN LN	CHAPEL HILL	NC 27516
9779364627	FISHER	ERIC	FISHER	HEIDI	151 LARKIN LN	CHAPEL HILL	NC 27516
9779373038	AWONIYI	MUYIWA E	AWONIYI	KRISTIN M	1516 CHAPLEUA DR	ANN ARBOR	MI 48203
		OCCUPANT			159 LARKIN LN	CHAPEL HILL	NC 27516

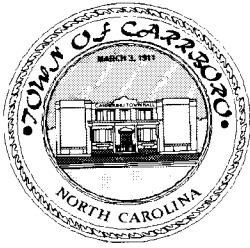
PIN	OWNER1_LAST	OWNER1_FIRST	OWNER2_LAST	OWNER2_FIRST	ADDRESS1	CITY	STATE
9779362588	ERTZ	OCCUPANT	OKADA	NONOKO	165 LARKIN LN	CHAPEL HILL	NC 27516
9779373985	CLAREMONT HOMEOWNERS AS	SIMON I			169 LARKIN LN	CHAPEL HILL	NC 27516
9779361154	GARDNER	PAUL	GARDNER	RONNI	180 PROVIDENCE RD S	CHAPEL HILL	NC 27514
9779364142	MCEWEN	LISETTE R	MCEWEN	DAVID W	200 COLFAX DR	CHAPEL HILL	NC 27516
9779384326	DANIELS	ROWELL	EDWARDS	ELIZABETH	201 COLFAX DR	CHAPEL HILL	NC 27516
9779166649	KAEMMER	DAVID	KAEMMER	KATHY	201 LUCAS LN	CHAPEL HILL	NC 27516
9779361063	MECHAM	JEFFREY B	MECHAM	BEVERLY S	201 STRATFORD DR	CHAPEL HILL	NC 27516
9779384238	JOHNSON	MARK G	JOHNSON	TANYA	202 COLFAX DR	CHAPEL HILL	NC 27516
9779166545	FREDERICK	THOMAS J	KERWIN	JANE M	203 LUCAS LN	CHAPEL HILL	NC 27516
9779167887	LOPEZ	FERNANDO A	LOPEZ	KRISTEN	203 STRATFORD DR	CHAPEL HILL	NC 27516
9779382283	MORTON	CHRISTOPHER	MORTON	MINDY	203 TRAMORE DR	CHAPEL HILL	NC 27516
9779384221	INMAN	BRANT A	LAFLECHE	MURIELLE T	204 LUCAS LN	CHAPEL HILL	NC 27516
9779166433	KANNAN	GOVINDAN	CHINNASWAMY	HARIPRIYA	205 LUCAS LN	CHAPEL HILL	NC 27516
9779254834	LEBRATO	SUSAN T TRUSTEE			205 STRATFORD DR	CHAPEL HILL	NC 27516
9779267024	RAFF	EVAN J	RAFF	LAUREN D	205 WYNDHAM DR	CHAPEL HILL	NC 27516
9779384103	ROSENTHAL	MARK ZACHARY	CRAPNELL	KIRSTEN	206 WYNDHAM DR	CHAPEL HILL	NC 27516
9779166351	WARSHANY	ROBERT W	WARSHANY	SHARON	207 LUCAS LN	CHAPEL HILL	NC 27516
9779265022	SAWYER	ROBERT K	SAWYER	BARBARA J	207 STRATFORD DR	CHAPEL HILL	NC 27516
9779382156	LEE	ANDREW	MIYAMOTO	YUKO	207 WYNDHAM DR	CHAPEL HILL	NC 27516
9779266283	DESELM	RICHARD	DESELM	TRACY	208 LUCAS LN	CHAPEL HILL	NC 27516
9779383046	WANG	KYNE M	LAND	JUDY K	208 WYNDHAM DR	CHAPEL HILL	NC 27516
9779265105	OLUANAIGH	WILLIAM B TRUSTEE	OLUANAIGH TRUSTEE	PAIGE H	209 LUCAS LN	CHAPEL Hill	NC 27516
9779287982	WINMORE COMMUNITY ASSOCI INC				209 WYNDHAM DR	CHAPEL HILL	NC 27516
9779264288	HEBERT	PAUL R TRUSTEE	HEBERT	BECKY A TRUSTEE	211 OLD FOREST GROV	CHAPEL HILL	NC 27514
9779382101	KLEIN	KLARA ETAL	ZEITLER	EVAN	211 WYNDHAM DR	CHAPEL HILL	NC 27516
9779382071	DARLING	TIMOTHY J	DARLING	ELGHAR	212 LUCAS LN	Chapel Hill	NC 27516
9779381027	WILLIAMS	SCOTT	GEORGIEVA	BILYANA	213 LUCAS LN	CHAPEL HILL	NC 27516
9779371924	BELL	ANDRE E	KELLER BELL	YOLANDA D	216 LUCAS LN	Chapel Hill	NC 27516
9779370172	LAKHIANI	AVINASH S	BEHL	MAMTA V	217 LUCAS LN	Chapel Hill	NC 27516
9779474423	PARKER LOUIS LLC	OCCUPANT			2700 JOCKEYS RIDGE TR	APEX	NC 27502
9779169807	AYCOCK	CLAIBORNE BENSON JR AYCOCK	DEBRA G		300 S CAMELLIA ST UNIT	CHAPEL HILL	NC 27516
9779268520	FITZGERALD	MATTHEW	FITZGERALD	AMY	301 MONTCLAIR WAY	CHAPEL HILL	NC 27516
9779260817	NAVARATNAM	SRIVALLIPURANANDAN KANDASAMY	RAMANI		301 TRAMORE DR	CHAPEL HILL	NC 27516
9779266726	HAINES	DENNIS A	HAINES	CAROL A	302 WYNDHAM DR	CHAPEL HILL	NC 27516
9779268624	SCHULER	REECE J	SCHULER	ELIZABETH A	303 TRAMORE DR	CHAPEL HILL	NC 27516
9779385323	NOVEY	BRAD	NOVEY	SHAMA	303 WYNDHAM DR	CHAPEL HILL	NC 27516
9779261837	BABCOCK	BROOKS ROBERT	BABCOCK	NANCY T	304 WYNDHAM DR	CHAPEL HILL	NC 27516
					305 JEWELL DR	CHAPEL HILL	NC 27516
					305 TRAMORE DR	CHAPEL HILL	NC 27516

PIN	OWNER1_LAST	OWNER1_FIRST	OWNER2_LAST	OWNER2_FIRST	ADDRESS1	CITY	51A ZIPCOI
9779266828	TAN	TERRENCE	TAN	BICH N	305 WYNDHAM DR	CHAPEL HILL	NC 27516
9779268726	ALEXANDER	MARK K	ALEXANDER	KARMIEL B	306 WYNDHAM DR	Chapel Hill	NC 27516
9779268829	BAKER	ROBERT	BAKER	REBECCA	308 WYNDHAM DR	CHAPEL HILL	NC 27516
9779383478	KREIDER	STEVEN L	KRIDER	KELLY	310 JEWELL DR	CHAPEL HILL	NC 27516
9779363684	CAROLINA COTTAGE HOMES LLC				3730 GLEN LAKE DR STE	CHARLOTTE	NC 28208
9779370267	GRAHAM	THOMAS	OLSON	ALIA	400 CLAREMONT DR	CHAPEL HILL	NC 27516
9779382477	VANDERWOUDE	PHILIP	VANDERWOUDE	REBECCA	400 JEWELL DR	Chapel Hill	NC 27516
		OCCUPANT			400 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779382384	GERSHON	TIMOTHY R	RICHMOND-GERSHON	LORI A	401 JEWELL DR	CHAPEL HILL	NC 27516
9779262847	GAYNES	BRADLEY N	EPLING	CAROLA	401 TRAMORE DR	CHAPEL HILL	NC 27516
		OCCUPANT			402 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779264553	DEL RIO	JOSE M	DEL RIO	AMANDA A	402 TRAMORE DR	CHAPEL HILL	NC 27516
9779381393	BERMAN	KEVIN D	BERMAN	JILL L	403 JEWELL DR	CHAPEL HILL	NC 27516
9779263875	LAPETINA	MARIA E	NOLAND	DAVID B	403 TRAMORE DR	CHAPEL HILL	NC 27516
9779370263	ROGERS	STEFAN G	ROGERS	SHEILA J	404 CLAREMONT DR	CHAPEL HILL	NC 27516
9779382417	SCOTT	BLAIR M			404 JEWELL DR	Chapel Hill	NC 27516
9779289475	CALHOUN	WILLIAM JAMES	CALHOUN	LINH N	404 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779264491	STOUFFER	GEORGE A III	STOUFFER	MARGARET E	404 TRAMORE DR	CHAPEL HILL	NC 27516
9779372213	FREEMAN	JASON S	FREEMAN	STACY M	405 CLAREMONT DR	CHAPEL HILL	NC 27516
9779381313	MILLS	APRIL M	DOOLEY	JOSHUA R	405 JEWELL DR	Chapel Hill	NC 27516
9779264891	NEWTON	JAMES H	NEWTON	SUSAN C	405 TRAMORE DR	CHAPEL HILL	NC 27516
9779289472	WIEDMANN	CORRIE	WIEDMANN	MARK	406 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779381216	PROIA	NICHOLAS	PROIA	MELISSA	407 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779266631	WILLIAMS	KIM EDMISTON			407 TRAMORE DR	CHAPEL HILL	NC 27516
9779370169	FRYE	EMILY M			408 CLAREMONT DR	CHAPEL HILL	NC 27516
9779381467	HERSHEY	DRU			408 JEWELL DR	Chapel Hill	NC 27516
		OCCUPANT			408 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779289387	BARRETT	EUGENE J	BARRETT	MATTHEW	410 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779381210	WAMBLE	DAVID E	WAMBLE	HALEY G	411 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779370165	NIELSEN	ELIZABETH	NIELSEN	JAMES	412 CLAREMONT DR	CHAPEL HILL	NC 27516
9779381427	BEETHAM	MICHAEL			412 JEWELL DR	Chapel Hill	NC 27516
		OCCUPANT			412 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779381114	PYATI	SRINIVAS	PYATI	PADMAVATI K	413 SOUTH CAMELLIA S	CHAPEL HILL	NC 27516
9779380497	CANNIZZARO	RUSSELL J	CANNIZZARO	MARGARET DIANE	414 JEWELL DR	Chapel Hill	NC 27516
		OCCUPANT			414 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779372125	GALLAGHER	KRISTALYN			415 CLAREMONT DR	CHAPEL HILL	NC 27516
		OCCUPANT			416 CLAREMONT DR	CHAPEL HILL	NC 27516
		OCCUPANT			416 S CAMELLIA ST	CHAPEL HILL	NC 27516
		OCCUPANT			418 S CAMELLIA ST	CHAPEL HILL	NC 27516

PIN	OWNER1_LAST	OWNER1_FIRST	OWNER2_LAST	OWNER2_FIRST	ADDRESS1	CITY	STATE
9779370078	SHALAUROV	ANDREY A OCCUPANT OCCUPANT			420 CLAREMONT DR 420 S CAMELLIA ST 422 S CAMELLIA ST	CHAPEL HILL CHAPEL HILL CHAPEL HILL	NC 27516 NC 27516 NC 27516
9779370074	LASSITER	WILLIAM OCCUPANT	BENNETT	IRINA	424 CLAREMONT DR 424 S CAMELLIA ST	CHAPEL HILL CHAPEL HILL	NC 27516 NC 27516
9779372027	ALOMAR	ANTONIO B OCCUPANT OCCUPANT OCCUPANT OCCUPANT OCCUPANT OCCUPANT OCCUPANT OCCUPANT	PIQUE	SUSANA D	425 CLAREMONT DR 426 S CAMELLIA ST 428 CLAREMONT DR 428 S CAMELLIA ST 430 S CAMELLIA ST 432 CLAREMONT DR 432 S CAMELLIA ST 434 S CAMELLIA ST	CHAPEL HILL CHAPEL HILL CHAPEL HILL CHAPEL HILL CHAPEL HILL CHAPEL HILL CHAPEL HILL	NC 27516 NC 27516 NC 27516 NC 27516 NC 27516 NC 27516 NC 27516
9779372030	KRAFT	BRYAN D	KRAFT	KEIRA A	435 CLAREMONT DR	CHAPEL HILL	NC 27516
9779360983	WHITLEY	JONATHAN W	WHITLEY	MEGAN E	436 CLAREMONT DR	CHAPEL HILL	NC 27516
9779360980	MOORE	EUGENE	BURKART	VISHA	440 CLAREMONT DR	CHAPEL HILL	NC 27516
9779362932	GARBUTT	MARY H	EDWARDS	THOMAS A	441 CLAREMONT DR	CHAPEL HILL	NC 27516
9779360886	COWHIG	DAVID			444 CLAREMONT DR STE	CHAPEL HILL	NC 27516
9779362835	SKIBA	DONALD	SKIBA	MARY	447 CLAREMONT DR	CHAPEL HILL	NC 27516
9779360892	OTAMENDI	PHILIP OCCUPANT	OTAMENDI	MARIA G	448 CLAREMONT DR	CHAPEL HILL	NC 27516
9779360795	REVERDATTO	KONSTANTIN OCCUPANT	REVERDATTO	ANNA	452 CLAREMONT DR 456 CLAREMONT DR	CHAPEL HILL CHAPEL HILL	NC 27516 NC 27516
9779361607	HANSON	RODRICK L	HANSON	JESSICA	460 CLAREMONT DR 464 CLAREMONT DR	CHAPEL HILL CHAPEL HILL	NC 27516 NC 27516
9779362740	DWORSCHAK	DORIS TRUSTEE			465 CLAREMONT DR	CHAPEL HILL	NC 27516
9779361604	BOWMAN	WILLIAM A			468 CLAREMONT DR	CHAPEL HILL	NC 27516
9779361610	CLARK	KATHERINE			500 CLAREMONT DR	CHAPEL HILL	NC 27516
9779279984	CID	JAVIER	PAULIN	LISA M.	500 S CAMELLIA ST	Chapel Hill	NC 27516
9779268313	TOMASI	CARLO	GUGLIELMINI-TOMASI	CRISTINA	501 TRAMORE DR	CHAPEL HILL	NC 27516
9779279897	WANG	YICHEN	WANG	YANLI	502 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779269333	PATEL	MINESHKUMAR M	PATEL	MANISHABEN	503 TRAMORE DR	Chapel Hill	NC 27516
9779361526	BULLERI	MICHAEL E OCCUPANT	BULLERI	ROBIN E	504 CLAREMONT DR	CHAPEL HILL	NC 27516
9779371712	BELL	LEE D JR	BELL	REBECCA W	504 TRAMORE DR 506 S CAMELLIA ST	CHAPEL HILL CHAPEL HILL	NC 27516 NC 27516
9779360798	RAO	RAGHAVENDRA N OCCUPANT			507 LONEBROOK DR	CHAPEL HILL	NC 27516
9779372609	SWINNEY	ROBERT P JR OCCUPANT	SWINNEY	STACY H	508 CLAREMONT DR 508 S CAMELLIA ST	CHAPEL HILL Chapel Hill	NC 27516 NC 27516
9779175847	WEXFORD HOMEOWNERS ASSO	CHAPEL HILL INC			509 CLAREMONT DR 5915 FARRINGTON RD #1	CHAPEL HILL Chapel Hill	NC 27516 NC 27517

PIN	OWNER1_LAST	OWNER1_FIRST	OWNER2_LAST	OWNER2_FIRST	ADDRESS	CITY	STATE
9779373649	CAUSLEY	MARTIN	HOOKS	ELIZABETH	600 S CAMELLIA ST	Chapel Hill	NC 27516
9779373823	CARNEIRO	KEVIN	CARNEIRO	LIANE	601 S CAMELLIA ST	Chapel Hill	NC 27516
9779374721	ZURLIENE	TIMOTHY J	ZURLIENE	GINGER J	602 S CAMELLIA ST	Chapel Hill	NC 27516
9779374817	HUCHKO	MEGAN J	PEARSON	NICOLAS G	603 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779374795	SALMONY	RICHARD O	SALMONY	LINDSAY H	604 S CAMELLIA ST	Chapel Hill	NC 27516
9779375901	MCCULLOUGH	PETER LEE	MCCULLOUGH	KELLY J	605 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779375769	SALINAS	OSCAR J	YBARRA SALINAS	DORIS A	606 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779385085	ROBERTS	DAVID E	ROBERTS	GILLIAN M	607 SOUTH CAMELLIA ST	CHAPEL HILL	NC 27516
9779376834	HINKSON	STEVEN	LEVINESS	ALISSA	608 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779376972	KOTHANDARAMAN	ANITHA TRUSTEE	RAMANI	ASHWIN TRUSTEE	610 S CAMELLIA ST	CHAPEL HILL	NC 27516
9779363529	YANG	HUIZHONG	TIAN	XIAOPING	6309 PEPPER MILL DR	OAK RIDGE	NC 27310
		OCCUPANT			720 HOMESTEAD RD	CHAPEL HILL	NC 27516
9779285015	HOMESTEAD PARTNERS LLC	OCCUPANT			732 SOLOMAN RD	LOUISBURG	NC 27291
					810 HOMESTEAD RD	CHAPEL HILL	NC 27516
9779270379	WILLIAMS	JAMES R TRUSTEE JR	BRYAN TRUSTEE	DEBORAH W	811 HOMESTEAD RD	CHAPEL HILL	NC 27516
9779284632	GARCIA	EDGARDO R			818 HOMESTEAD RD	CHAPEL HILL	NC 27516
9779272398	JONES	PATRICK	JONES	SHANNON M	819 HOMESTEAD RD	CHAPEL HILL	NC 27516
9779360987	BALTIC PROPERTIES LLC				8222 SALTWOOD PL	RALEIGH	NC 27617
9779169666	ROGERS	MICHAEL DAVIS			890 CALICO DR	CHAPEL HILL	NC 27516
		OCCUPANT			90 STRATFORD DR	CHAPEL HILL	NC 27516
		OCCUPANT			901 HOMESTEAD RD	CHAPEL HILL	NC 27516
		OCCUPANT			902 HOMESTEAD RD	CHAPEL HILL	NC 27516
		OCCUPANT			904 HOMESTEAD RD	CHAPEL HILL	NC 27516
		OCCUPANT			905 HOMESTEAD RD	CHAPEL HILL	NC 27516
		OCCUPANT			921 HOMESTEAD RD	CHAPEL HILL	NC 27516
9779257807	WILLIAMS WOODS HOMEOWNERS ASSOCIATION INC				P O BOX 164	CARRBORO	NC 27510
9779289183	COMMUNITY HOME TRUST				P O BOX 2315	CHAPEL HILL	NC 27515
9779289180	COMMUNITY HOME TRUST				P O BOX 2315	CHAPEL HILL	NC 27515
9779360029	WEXFORD HOMEOWNERS ASSO	CHapel Hill INC			P O BOX 816 % T HOLLI	CHAPEL HILL	NC 27514
9779268089	WEXFORD HOMEOWNERS ASSO	CHapel Hill INC			PO BOX 1532	CARRBORO	NC 27510
9779263500	KLEISSLER	THOMAS F	KLEISSLER	AMY B	PO BOX 2315	CHAPEL HILL	NC 27515
9779289084	COMMUNITY HOME TRUST				PO BOX 2315	CHAPEL HILL	NC 27515
9779289087	COMMUNITY HOME TRUST				PO BOX 2315	CHAPEL HILL	NC 27515
9779289189	COMMUNITY HOME TRUST				PO BOX 2315	CHAPEL HILL	NC 27515
9779289277	COMMUNITY HOME	TRUST			PO BOX 2315	CHAPEL HILL	NC 27515
9779289570	ORANGE COMMUNITY HOUSING	TRUST			PO BOX 2315	CHAPEL HILL	NC 27515
9779289186	COMMUNITY HOME TRUST				PO BOX 2315	CHAPEL HILL	NC 27515
9779289279	COMMUNITY HOME	TRUST			PO BOX 2315	CHAPEL HILL	NC 27515
9779289282	COMMUNITY HOME TRUST				PO BOX 2315	CHAPEL HILL	NC 27515

PIN	OWNER1_LAST	OWNER1_FIRST	OWNER2_LAST	OWNER2_FIRST	ADDRESS	CITY	STATE	ZIP
9779289284	COMMUNITY HOME TRUST				PO BOX 2315	CHAPEL HILL	NC	27515
9779289477	ORANGE COMMUNITY HOUSING TRUST				PO BOX 2315	CHAPEL HILL	NC	27515
9779289733	CHT LANDINGS LLC				PO BOX 2315	CHAPEL HILL	NC	27515
9779886375	UNIVERSITY OF NC				PROPERTY OFFICE CB 1	CHAPEL HILL	NC	27599



TOWN OF CARRBORO

NORTH CAROLINA

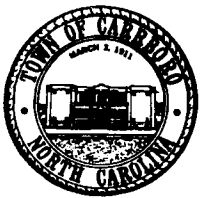
May 10, 2018

RE: Proposed conditional rezoning of property at 905 & 921 Homestead Road

I, Christina R. Moon, do certify that I did cause to have mailed on May 10, 2018, by first class mail, letters informing the owners and non-owner occupants of properties within 1,000 feet of the petition and schedule for considering the proposal to rezone the property at 905 and 921 Homestead Road from R-15 (Residential, 15,000 square feet per dwelling unit) to R-10-CZ (Residential, 10,000 square feet per dwelling unit, Conditional).

A copy of the mailing labels or mailing list used for this purpose including the person, where applicable, or addresses to whom the notices were sent are attached.

<u>Christina R. Moon</u>	<u>5/10/2018</u>
Christina R. Moon	
Planning Administrator	5/10/2018



TOWN OF CARRBORO

Planning Board

301 West Main Street, Carrboro, North Carolina 27510

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

MAY 3, 2018

905 and 921 Homestead Road – Conditional Rezoning to R-10-CZ

Motion was made by Susan Poulton and seconded by Braxton Foushee that the Planning Board recommends that the Board of Aldermen approve the draft ordinance, with the following recommendations:

- We commend the applicant on their thoughtfulness to protect the large tree on the eastern side of the project and the vegetative buffers on the north and south side.
- We recommend that all roads within the subdivision connect to other existing roads, however we recommend that the applicant look into the installation of traffic calming devices.
- We suggest the Board of Alderman continue to pursue 15% affordable housing in this development. We also encourage the Board of Alderman to ask the applicant for 40% (8) of the units to qualify as sized-limited housing, as a condition of the rezoning.

VOTE:

AYES: (7) Foushee, Poulton, Meyer, Whittemore, Petrin, Adamson, Gaylord-Miles)

ABSENT/EXCUSED: (4) Clinton, Rosser, Tiemann, Vance)

NOES: (0)

ABSTENTIONS: (0)

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 Catherine Adamson and seconded by Andrew Whittemore that the Planning Board the Town of Carrboro finds the proposed map amendment is consistent with *Carrboro Vision2020*, and the Facilitated Small Area Plan for Carrboro's Northern Study Area, particularly the provisions relating to compact growth with a variety of housings types and prices, and the installation of bike-ped infrastructure in the development and connection to adjacent properties.

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


VOTE:

AYES: (7) Foushee, Poulton, Meyer, Whittemore, Petrin, Adamson, Gaylord-Miles)

ABSENT/EXCUSED: (4) Clinton, Rosser, Tiemann, Vance)

NOES: (0)

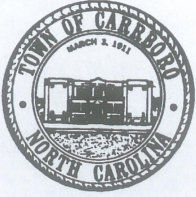
ABSTENTIONS: (0)



(Chair)

5/3/16

(Date)



TOWN OF CARRBORO

Transportation Advisory Board

301 West Main Street, Carrboro, North Carolina 27510

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

MAY 17, 2018

905 and 921 Homestead Road – Conditional Rezoning to R-10-CZ

Motion was made by *Colleen* and seconded by *Kurt* that the *Transportation Advisory Board* agrees with the staff recommendations and further recommends that the Board of Aldermen *approve* the draft ordinance.

VOTE:

AYES: Rob, Colleen, John, Kurt, David, Diana (6)

ABSENT/EXCUSED: Linda (1)

NOES: (0)

ABSTENTIONS: (0)

Associated Findings

By a unanimous show of hands, the *Transportation Advisory 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 *Colleen* and seconded by *Kurt* that the *Transportation Advisory Board* of the Town of Carrboro finds the proposed map amendment consistent with Carrboro Vision2020, and the Facilitated Small Area Plan for Carrboro's Northern Study Area, particularly the provisions relating to compact growth with a variety of housings types and prices, and the installation of bike/ped infrastructure in the development and to adjacent properties.

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

The *Transportation Advisory Board* would also like to add while that they appreciate the developer addressing the tree issue, they would like to see a traffic calming solution considered for the connector to Wyndham Drive (without requiring a particular treatment) in an attempt to address concerns from current residents regarding traffic speed and safety which may arise.

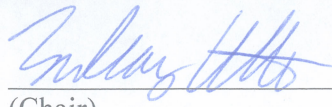
VOTE:

AYES: Rob, Colleen, John, Kurt, David, Diana (6)

ABSENT/EXCUSED: Linda (1)

NOES: (0)

ABSTENTIONS: (0)



(Chair)

on behalf of
Rob Dow

5/18/18

(Date)



TOWN OF CARRBORO

301 West Main Street, Carrboro, North Carolina 27510

RECOMMENDATION

MAY 3, 2018

905 and 921 Homestead Road – Conditional Rezoning to R-10-CZ

Motion was made by Deb Rich and seconded by Racheal Dirto that the NTAAC recommends that the Board of Aldermen Adopt the draft ordinance. Subject to the following additional recommendation:

VOTE:

AYES: 3

ABSENT/EXCUSED: (1)

NOES: 0

ABSTENTIONS: 0

o The NTAAC strongly supports the connectivity requirements of the Land Use Ordinance an being enforced for the Wyndham Drive connection. Instead of allowing bollards at this connection traffic calming measures should be explored.

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 Racheal Dirto and seconded by Deb Rich that the NTAAC of the Town of Carrboro finds the proposed map amendment IS consistent with Carrboro Vision2020, and the Facilitated Small Area Plan for Carrboro's Northern Study Area, particularly the provisions relating to compact growth with a variety of housings types and prices, and the installation of bike-ped infrastructure in the development and to adjacent properties.

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

VOTE:

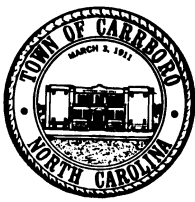
AYES: 3

ABSENT/EXCUSED: 1

NOES: 0

ABSTENTIONS: 0

Ann Juslenem 5/3/2018
(Chair) (Date)



TOWN OF CARRBORO

Environmental Advisory Board

301 West Main Street, Carrboro, North Carolina 27510

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

MAY 3, 2018

905 and 921 Homestead Road – Conditional Rezoning to R-10-CZ

Motion was made by Sinclair and seconded by O'Connor that the EAB recommends that the Board of Aldermen approve the conditional rezoning.

Additional Comments:

- 1) The Town should require an easement for a roundabout to protect the tree (as shown).
- 2) The EAB recognizes that connectivity between neighborhoods is important. If neighbors are concerned about traffic impacts, then speed bumps, stormwater bump outs, and other traffic calming measures should be considered.
- 3) The EAB is in support of higher density and housing that is more affordable.

VOTE:

AYES: (O'Connor, Sinclair, Skelton, Turner)

ABSENT/EXCUSED: (Perera)

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 Skelton and seconded by O'Connor that the EAB of the Town of Carrboro finds the proposed map amendment is consistent with *Carrboro Vision2020*, and the Facilitated Small Area Plan for Carrboro's Northern Study Area, particularly the provisions relating to compact growth with a variety of housings types and prices, and the installation of bike-ped infrastructure in the development and to adjacent properties.

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

VOTE:

AYES: (O'Connor, Sinclair, Skelton, Turner)

ABSENT/EXCUSED: (Perera)

NOES:

ABSTENTIONS:

For (Chair)

5/3/2018

(Date)

PUBLIC HEARING WAS ON A REQUEST FOR VOLUNTARY ANNEXATION OF PROPERTY CONTIGUOUS TO THE TOWN LIMITS

The purpose of this item was for the Board of Aldermen to receive public comment on a request for voluntary annexation of two properties, 905 and 921 Homestead Road. An ordinance annexing these properties into the Town limits is provided for the Board's use.

Trish McGuire, the Town's Planning Director, provided the staff report.

MOTION WAS MADE BY ALDERMAN GIST, AND SECONDED BY ALDERMAN SLADE, CONTINUE THIS PUBLIC HEARING TO THE JUNE 19, 2018 BOARD OF ALDERMEN MEETING. VOTE: AFFIRMATIVE SIX, ABSENT ONE (SEILS)

PUBLIC HEARING FOR CONDITIONAL REZONING AT 905 & 921 HOMESTEAD ROAD

The purpose of this item was for the Board to provide an opportunity for public comment on a request to rezone property at 905 and 921 Homestead Road to R-10-CZ.

Tina Moon, the Town's Planning Administrator, provided the staff report.

David Noland, President of the Wexford Home Owner's Association and a resident of 403 Tanmore Drive, stated that he was concerned about the safety of Wyndham Drive. He explained that the street is not ideal for heavy traffic because of the blind corners and many children in neighborhood.

Mark Vandegrift, a resident of 202 Wyndham Drive, stated that he was concerned about blind corners, only one stop sign, and people that ignore the stop sign. He suggested speed bumps to prevent drivers from driving fast.

Frank Strohlein, a resident of 126 Colfax Drive, expressed that the connections are unsafe for the roads that they have.

Jon Hansen sent a survey to 26 households and those all oppose the Wyndham Drive connection.

Julia Lubrano, a resident of 216 Stratford Drive, spoke in opposition of building a connection by reading an essay that she had written.

Tara Spector, a resident of 203 Colfax Drive, urged the Board of Aldermen to not make any decision before getting evidence that it will make no harm to the community.

Chris Ambrozic voiced his opposition to the connection.

Jamie Campbell, a resident of 306 Autumn Drive, stated that people ignore the stop sign and spoke against the connection.

Mark Alexander, a resident of 306 Wyndham Drive, stated his opposition to the proposed connection.

Jill Harden, a resident of 203 Wyndham Drive, expressed her opposition to the proposed connection.

Russ Wiener stated that he is opposed to the proposed connection.

Michael Krasnov, a resident of 124 Colfax Drive, expressed opposition to the proposed connection.

Sue Lebrato, a resident of 205 Wyndham Drive, stated that she does not support the rezoning due to the traffic impact.

Joe and Mary Matos are owners of affordable housing and came to state their gratitude to the Town for affordable housing projects.

Justin Gravatt, a resident of 301 Autumn Drive, spoke in opposition to the proposed connection.

Stephanie Wade, a resident of 127 Cobblestone Drive, stated that she moved to Carrboro to give her children a life in a progressive town. She complained about speeding cars in the neighborhood and expressed opposition to the rezoning.

Alderman Gist asked staff for a report on the Coble Stone neighborhood petition form.

Ryan Oakes, a resident of 127 Cobblestone Drive and spouse of Stephanie Wade, read three letters from neighbors who could not attend the meeting stating their opposition to the rezoning.

Clara Cotrell, 107 Stratford Drive, voiced her opposition to rezoning.

Amy Fitzgerald stated that she is concerned about the school bus going down her road with no room to turn around.

Omar Zinn, the developer, stated that he and his brother Adam grew up in Carrboro since 1972. He stated that his goal is not to make money, but benefit the community. He stated that he is willing to work with the Board on their direction.

Alderman Haven-O'Donnell asked for the people who read from hard copies, to send those to the Town Clerk so that so they can be documented.

Alderman Slade said that all points are valid and that there seems to be a need to implement safety measures on that road.

Mayor Lavelle suggested speed bumps on the streets.

Alderman Haven-O'Donnell agreed with Alderman Slade. She hears that since 2009 there have been traffic issues, so whatever the decision is, the streets need to be revised.

When asked when this matter could be continued, Tina Moon suggested the June 19th Board of Alderman Meeting.

Alderman Chaney thanked everyone who came by tonight and also emailed their questions.

Alderman Gist thanked all for coming to speak and express how they don't want the connection road,

but understand that does not mean they don't want to connect; these are different points.

MOTION WAS MADE BY ALDERMAN GIST, AND SECONDED BY ALDERMAN SLADE, CONTINUE THIS PUBLIC HEARING TO THE JUNE 19, 2018 BOARD OF ALDERMEN MEETING. VOTE: AFFIRMATIVE SIX, ABSENT ONE (SEILS)

UPDATE ON 203 S. GREENSBORO PROJECT - DESIGN CONTRACT AND PUBLIC PROCESS

The purpose of this item was to provide the Board with an update on the status of the design contract and the proposed public process for the project.

Trish McGuire stated that the project will have the kick-off meeting on June 19th.

Alderman Haven-O'Donnell asked to provide engagement details to Board prior to it being done. She also asked to have Perkins + Will meet with the Board of Aldermen prior to a joint meeting with the County. Trish McGuire will continue to relay all information to the Board of Aldermen.

DISCUSSION OF FUTURE CONSIDERATIONS FOR THE GREENE TRACT

This item was rescheduled to June 12th.

EXPLORATION OF AFFORDABLE HOUSING ON TOWN-OWNED LAND

This item was reschedule to June 19th.

ADJOURNMENT

MOTION WAS MADE BY GIST, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE SIX, ABSENT ONE (ALDERMAN SEILS)

Town Clerk

Mayor