



# **Town of Carrboro**

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

## **Meeting Minutes Board of Aldermen**

**Tuesday, January 17, 2017**

**7:30 PM**

**Board Chambers - Room 110**

**Present:** Mayor Lydia Lavelle, Alderman Damon Seils, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Michelle Johnson, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell

**Also Present:** David Andrews, Town Manager, Catherine Dorando, Town Clerk, Bob Hornik, Town Attorney

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### **COMMUNITY CLIMATE ACTION PLAN - TRANSPORTATION RECOMMENDATION #2 ADDED TO THE CONSENT AGENDA**

Mayor Lavelle noted that Alderman Slade and Alderman Haven-O'Donnell had drafted a new Transportation Recommendation #2 to add to the Community Climate Action Plan. She noted that both Alderman Slade and Alderman Haven-O'Donnell are in agreement with the language presented at the Board's seats that night and requested that it be adopted in the consent agenda tonight to be added to the Community Climate Action Plan and that staff bring the full plan back at the Board's January 24, 2017 meeting for final adoption on the consent agenda.

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### **Approval of Previous Meeting Minutes of January 10, 2017**

This item was tabled until the next meeting.

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### **UPDATE ON ENCROACHMENT AGREEMENT TO ALLOW IMPROVED PEDESTRIAN AND BICYCLE ACCESS TO ANDERSON PARK VIA STROWD LANE**

The purpose of this agenda item was for the Board of Aldermen to receive an update on the Town's pursuit of an encroachment agreement with the North Carolina Department of Transportation (NCDOT) to allow improved pedestrian and bicycle access to Anderson Park via Strowd Lane.

**A motion was made by Alderman Seils, seconded by Alderman Johnson, that this resolution be approved.**

**A RESOLUTION RECEIVING AN UPDATE ON THE ENCROACHMENT AGREEMENT  
WITH NCDOT TO PROVIDE PEDESTRIAN AND BICYCLE ACCESS TO ANDERSON  
PARK VIA STROWD LANE**

WHEREAS, the Town of Carrboro is a Silver-level, League of American Bicyclists Bicycle Friendly Community; and,

WHEREAS, informal access for pedestrians and cyclists is provided to Anderson Park via Strowd Lane, a North Carolina roadway; and,

WHEREAS, the Town submitted an encroachment agreement to the North Carolina Department of Transportation (NCDOT) in August 2016 to allow an improved entrance point to the park to facilitate use of Strowd Lane as a more direct route to the park from areas north and east of Anderson Park; and,

WHEREAS, the Town received notification from NCDOT Division Engineer Mike Mills of the approved encroachment in early October 2016; and,

WHEREAS, existing budgeted funds and staff time are available to make the associated improvements in the spring of 2017.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board accepts the update on this project.

This the 17<sup>th</sup> day of January 2017.

**The motion carried by the following vote:**

**Aye:** Alderman Gist, Alderman Haven-O'Donnell, Alderman Slade, Alderman Seils, Mayor Lavelle and Alderman Johnson

**Absent:** Alderman Chaney

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**APPOINTMENT TO THE CHAPEL HILL/ORANGE COUNTY VISITORS BUREAU BOARD  
OF DIRECTORS**

The purpose of this item was to appoint Mayor Lydia Lavelle to the Chapel Hill/Orange County Visitors Bureau Board of Directors.

**A motion was made by Alderman Seils, seconded by Alderman Johnson, that this resolution be approved.**

**APPOINTMENT TO THE CHAPEL HILL/ORANGE COUNTY VISITORS BUREAU BOARD OF  
DIRECTORS**

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

Section 1: Mayor Lydia Lavelle is hereby appointed to the Chapel Hill/Orange County Visitors Bureau Board of Directors to fill the seat reserved for the Town of Carrboro.

Section 2: This resolution is effective upon adoption.

This the 17<sup>th</sup> day of January 2017.

**The motion carried by the following vote:**

**Aye:** Alderman Gist, Alderman Haven-O'Donnell, Alderman Slade, Alderman Seils, Mayor Lavelle and Alderman Johnson

**Absent:** Alderman Chaney

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**COMMUNITY CLIMATE ACTION PLAN - TRANSPORTATION RECOMMENDATION #2**

**A motion was made by Alderman Seils, seconded by Alderman Johnson, that the language shown below be approved and included in the Community Climate Action Plan for adoption on the consent agenda at the next Board of Aldermen meeting.**

**Transportation Recommendation #2: Improve Bicycle and Pedestrian Infrastructure**

**It is essential to Improve Carrboro's Bicycling and Pedestrian Infrastructure and safety in combination with stewardship of our forests and creeks.**

Implementation Opportunities	Greenway and bike plan decision-making could be accelerated, providing options to more users sooner.
Implementation Challenges	<ul style="list-style-type: none"><li>• Limited funding identified for greenway and sidewalk projects</li><li>• Leadership, capacity, and commitment to resolve remaining planning and routing issues</li><li>• Uncertain/delayed development plans</li><li>• Coordinating with multiple entities.</li></ul>
Resources Needed (human and material)	<ul style="list-style-type: none"><li>• Town Staff and other support to implement.</li><li>• Funding for greenway development and new bike and pedestrian facilities.</li></ul>
Anticipated Cost	TBD
Leadership and Partners	Board of Aldermen and Town Staff with support from the Transportation Advisory Board, the Greenways Commission, Friends of Bolin Creek, the Carrboro Bike Coalition, and the general public. NCDOT, Town of Chapel Hill, Chapel Hill-Carrboro City Schools, University of North Carolina, Local Business Community.
Fit with Items	Reduce greenhouse gas emission from motor vehicle use by 50% by 2025. Ecosystem, forest and tree preservation and protection. Aligns with recommendation #4.

Time Frame	<p>Some elements have begun, and could be accelerated depending on the priority of the parties involved.</p> <p>Infrastructure development/improvement by nature is an ongoing and long term undertaking.</p>
Next Step(s)	<ul style="list-style-type: none"> <li>● Engage in a process with the community to build a common vision for facilitating the decision making that is necessary to advance safe pedestrian and bicycle transportation as well as environmental stewardship.</li> <li>● Advocate to speed the funding for the approved plans for the north-south Seawell School Road side walk and bike lane completion, the Campus to Campus Connector (approved by Carrboro, Chapel Hill and UNC) and dedicated/safer bike-pedestrian routes</li> <li>● After studying all other planned connections, with the community, pursue regional collaboration with MPO partners on the missing connections</li> <li>● Continue to work closely with UNC and the Chapel Hill-Carrboro City Schools bike-pedestrian connectivity issues, plans and funding.</li> <li>● Create bicycle boulevards by adding traffic calming features (e.g., speed humps, curb extensions, pedestrian crossways) on streets with a low volume of traffic and/or install cycle tracks (which are on-street bike lanes that are physically separated from motor vehicle lanes). This can be pursued in conjunction with storm water treatment measures to create “Green Streets”.</li> <li>● Consider new forms of pavement markings, including bike boxes, shared lane markings or sharrows, and colored bike lanes, which increase perceptions of safety, help guide bicyclists and motorists, and provide official, visible recognition that bicyclists are legitimate users of the road.</li> <li>● Improve the pedestrian experience in and around bus stops.</li> <li>● Provide bike parking at high-demand bus stops.</li> <li>● Work with the local business community to provide showers and bike locker for commuters.</li> <li>● In the longer term/larger community, ensure sufficient bike parking is supplied at future Light Rail stations</li> </ul>
Evaluation Criteria	<ul style="list-style-type: none"> <li>● Increase in the number of students biking or walking to school</li> <li>● Increase in the number of residents biking or walking to work</li> <li>● Increase in the number of bike trips to downtown Carrboro</li> <li>● Completion of greenways and dedicated bike routes</li> <li>● Completion of bicycle boulevards, cycle tracks, and new pavement markings</li> <li>● Increase in the number of businesses that install showers and bike lockers</li> </ul>

This the 17<sup>th</sup> day of January 2017.

**The motion carried by the following vote:**

**Aye:** Alderman Gist, Alderman Haven-O'Donnell, Alderman Slade, Alderman Seils, Mayor Lavelle and Alderman Johnson

**Absent:** Alderman Chaney

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**[Alderman Chaney arrived at the meeting at 7:34 pm.]**

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**PRESENTATION OF THE DCHC-MPO DRAFT COMPREHENSIVE TRANSPORTATION PLAN**

The purpose of this agenda item was for the Board of Aldermen to receive a presentation of the draft Comprehensive Transportation Plan.

Bergen Watterson, the Town's Transportation Planner, introduced Julie Bogle with the NCDOT Transportation Planning Branch.

Julie Bogle discussed the Comprehensive Transportation Plan and the process of updating the plan.

Alderman Slade asked if off-road pedestrian paths that are unpaved are funded by the state. Julie Bogle stated that she would have to get back to them with the answer.

Alderman Haven-O'Donnell asked if transportation from Carrboro/Chapel Hill to the airport comes up; specifically via bus. Alderman Seils stated that it would not be within the MPO's direct jurisdiction because it is split between two MPOs. Mayor Lavelle stated that she was at an MPO meeting with the airport president and they were discussing ways of expanding transportation. Alderman Haven-O'Donnell stated that she encourages all of the municipalities to encourage connectivity to the airport.

Alderman Seils stated that GoTriangle is working on expanding bus service in the region from Carrboro to RDU.

Alderman Haven-O'Donnell asked about the HWY 54 information. Alderman Seils stated that the MPO has been adamant that the Town does not support widening HWY 54 and it was changed to improve intersections rather than relying on widening the roadway.

Julie Bogle stated that the MPO is starting a study for the HWY 54 corridor and they will have recommendations by the end of next year. The study includes HWY 54 to the west of Carrboro.

Alderman Gist stated that she is concerned that the number one thing is the light rail. She stated that she hears from people who are not in support of the project especially since the costs are being pushed to

Orange County homeowners and taxpayers. She stated that the money could be used in many other ways and that there are examples of how the light rail has driven up the cost of living in other areas.

Alderman Slade asked what is meant by “managed lanes” for the widening of I-40. She stated that there wasn't a specific use designated at this time. He suggested maximizing high occupancy vehicle lanes as a managed use. He stated that bus rapid transit is more efficient than light rail transit. He stated that there are funds that could be lost if the region does not move forward with support for the light rail but that bus rapid transit could be another use but that the switch over is not easy.

Mayor Lavelle stated that the Board should consider having a discussion regarding the light rail conversation prior to the Orange County Board of Commissioners vote.

Alderman Seils stated that unfortunately, the GoTriangle did not send to the Board the last update from the financial situation from GoTriangle.

Mayor Lavelle and Alderman Seils stated that they would get the most recent financial plan from GoTriangle to the Board of Aldermen.

The Board decided that they will provide comments on this item at a future meeting.

Bergen Watterson stated that the TAB is cohosting a meeting with the Chapel Hill Transportation and Connectivity Board.

Julie Bogle stated that GoTriangle is scheduled to attend the February 7, 2017 meeting and will probably discuss the light rail funding plan at that time. She stated that unpaved paths that are not ADA compliant are ineligible for state funding.

Alderman Haven-O'Donnell asked for information on how the unpaved paths in Hillsborough are funded.

Alderman Seils asked for staff to specifically request the type of comments that they are looking for in regards to the Comprehensive Transportation Plan when it is brought back to the Board. Bergen Watterson responded that all comments are encouraged.

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### **SUPPORT OF AND PARTICIPATION IN THE CLUB NOVA EDUCATION AND EMPLOYMENT PROGRAM**

The purpose of this item was to assist Club Nova in improving the lives of people with mental illness. Carol Dorsey, the Town's Human Resources Director, provided the staff report. She discussed Club Nova and the support that they provide their members. She talked about the employment bridge program and how the town will participate.

**A MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN SEILS FOR**

**THE TOWN TO CONTINUE THEIR WORK WITH CLUB NOVA. VOTE: AFFIRMATIVE  
ALL**

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**A REQUEST FOR A MINOR MODIFICATION TO THE WINMORE VMU CONDITIONAL  
USE PERMIT TO REMOVE FAYE DANIELS' HOME**

The Board of Aldermen was asked to consider approving a Minor Modification to the Conditional Use Permit for Winmore VMU to remove the Faye Daniels' home from the property prior to the development. A resolution approving the modification is attached should the Board choose to approve the request.

Martin Roupe, the Town's Zoning Administrator, made the staff presentation.

Alderman Haven-O'Donnell asked if anyone has the idea to put a plaque on the site recognizing that Andy Griffith lived there during college. The applicant then noted that it has not been proven that Andy Griffith lived in the home and that he may have stayed there for a month or so after marriage.

**A motion was made by Alderman Gist, seconded by Alderman Seils, that this resolution be approved.**

**A RESOLUTION APPROVING A MINOR MODIFICATION TO THE WINMORE VILLAGE  
MIXED USE CONDITIONAL USE PERMIT PROJECT AT 1400 HOMESTEAD ROAD FOR THE  
REMOVAL OF THE EXISTING HOME INSTEAD OF CONVERTING IT INTO A CLUBHOUSE  
FACILITY.**

WHEREAS, the Carrboro Board of Aldermen approved a Conditional Use Permit for the Winmore Village Mixed Use Project at 1400 Homestead Road on June 10, 2003; and

WHEREAS, the Town of Carrboro desires to see developments constructed in the Town's jurisdiction in a responsible and marketable manner; and

WHEREAS, Town Staff has determined that this request constitutes a Minor Modification to the Conditional Use Permit; and

WHEREAS, the applicant has met the criteria in the Town's Land Use Ordinance related to Minor Modifications.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Minor Modification to the Winmore Village Mixed Use Conditional Use Permit is hereby approved.

This the 17<sup>th</sup> day of January 2017.

**The motion carried by the following vote:**

**Aye:** Alderman Gist, Alderman Haven-O'Donnell, Alderman Slade, Alderman Seils, Alderman Chaney, Mayor Lavelle and Alderman Johnson

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**CONSIDER REQUEST BY THE TOWN OF CHAPEL HILL TO TRANSFER MANAGEMENT**

## **AND MAINTENANCE OF SHARED PARKING LOT AT ROSEMARY AND SUNSET TO CHAPEL HILL**

The purpose of this agenda item was to consider a request by Chapel Hill to allow them to take over management and maintenance of a public parking lot jointly owned by Carrboro and Chapel Hill.

Annette Lafferty, the Town's Economic Development Director, made the staff report.

Alderman Chaney stated that the parking study showed a bulk of private spaces that are vacant during the day. She asked if there would be a combination of private lots and public lots in the management plan. Anette Lafferty stated that at this point, only public lots were being considered because those are in the Town's control.

Alderman Chaney stated that she would need to hear from the business community before making the decision on a broader scale. She stated that the seven spaces in the Rosemary Lot are complicated because they are on a lot co-owned by Chapel Hill. She stated that she supports the idea of identifying one business that has the need to lease all seven spaces from the Town and manage the parking themselves. She stated that the town could earn revenue and help a business. She mentioned Kalisher as a possible business that needs the parking.

Alderman Slade stated that there are other ways of managing employee parking and that includes incentivizing employees to use an alternative form of transportation. He suggested identifying a business that would be willing to start a program for their business. He stated that this parking lot probably is not the best location for that study and that this lot has shown to be busy all day. He suggested exploring other parking lots. He asked at what point is the Town's parking surplus parking eroded and for staff to think about the parking awareness problem. He stated that he would like to have the information on what downtown business do not meet the presumptive parking standard and have been grandfathered into not meeting those standards. He stated that this would bring information to the Board to allow them to make a fairness decision. He stated that the option to pay to park would be valuable to someone looking for parking.

Alderman Gist stated that her first concern would be that the businesses that are currently dependent on that lot do not lose. She stated that her concern is with the working person that may be using the space and that she does not want to place a burden on them.

Alderman Seils stated that he loves the idea of the town facilitating and managing a permitted employee parking system in the entire downtown. He said that the surplus of parking is privately held and that strikes him as a great opportunity to play matchmaker. He stated that is why he is less excited to use the public parking for private employee use. He stated that he thinks that public parking should be available for a quick turnaround. He stated that for this specific lot he would be more in favor of finding a business to lease the parking spaces and manage them privately. He stated that he is not sure that it is appropriate to use public parking private employee use.

David Andrews, the Town Manager, discussed the oddities with the split ownership and management of the lot. He stated that right now the immediate concern is what the town will do with their eleven spots.



He said that the Board can use this as a pilot program and can always change it if it does not work.

Alderman Haven-O'Donnell stated that she agrees with Alderman Seils and that it does not advance the expectation of private parking to be part of the parking bank. She stated that she would like to know if there is going to be big lights in the parking lot and that the neighbors are aware of the changes.

Mayor Lavelle stated that she wants to make sure the Board is considering all information fairly. She recently heard from a business owner that they purchased a parking spot at 300 East Main in the parking garage for \$350.00 a year.

Alderman Haven-O'Donnell asked if Chapel Hill would be willing to buy the spaces in Carrboro. Annette Lafferty stated that staff has discussed this with Chapel Hill staff but have not heard back.

Alderman Chaney stated that Chapel Hill is eroding the Town's ability to control their spaces. She stated that the property owner should also be offered the option to lease the spaces and not just the business owners. She stated that if the spaces are leased by a business then they should be able to determine how those spaces are used. She stated that she would be in favor of doing an RFP to see who would be interested to lease the spaces.

The Board will discuss this at a future meeting after they hear from the business community.

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### **LEGISLATIVE BREAKFAST**

The Town Clerk was requested to check with the legislative delegation regarding their availability at 7:00 am on February 10<sup>th</sup>.

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### **RETREAT OPTIONS**

Alderman Haven-O'Donnell stated that she would like to walk phases 3 and 4 and sit down and talk about the environment surrounding that. She stated that another item would be touring Penny Lane as a board. She stated that those matters don't work well in an evening setting.

Mayor Lavelle asked the Board to think over options.

Alderman Chaney stated that one of the biggest issues the town is facing from a neighborhood perspective are related to the stormwater issues. She stated that she would like to see how that strategy is going to look throughout the years. She stated that they need a plan to review the logistics. She stated that if she were choosing, she would choose digging into the stormwater issue from an educational standpoint with the major details.

Alderman Gist agreed with Alderman Chaney. Mayor Lavelle also agreed.

The Board of Aldermen agreed that they will hold a retreat with flooding and stormwater to be the only items on the agenda. The clerk will send a Doodle poll for scheduling and prepare an agenda item for adoption.

Alderman Slade stated that he would like to see the different models for stormwater plans and the degrees the town can assist on private property.

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### **CLOSED SESSION**

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN CHANEY TO ENTER INTO CLOSED SESSION TO DISCUSS A MATTER OF ATTORNEY-CLIENT PRIVILEGE PURSUANT TO N.C.G.S 143-318.11(A)(3). VOTE: AFFIRMATIVE ALL**

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### **OPEN SESSION**

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN JOHNSON TO ENTER INTO OPEN SESSION. VOTE: AFFIRMATIVE ALL**

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### **ADJOURNMENT**

**MOTION WAS MADE BY ALDERMAN HAVEN-O'DONNELL, SECONDED BY ALDERMAN SEILS TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE ALL**