



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

## **Town of Carrboro**

### **Meeting Minutes**

### **Board of Aldermen**

**Tuesday, September 17, 2019**

**7:00 PM**

**Board Chambers - Room 110**

**Present:** Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman, Alderman Damon Seils, Alderman Sammy Slade

**Excused:** Randee Haven-O'Donnell

**Also Present:** David Andrews, Town Manager; Cathy Dorando, Town Clerk; Nick Herman, Town Attorney

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#### **POETRY READING**

Fred Joiner, Carrboro Poet Laureate, read a poem by Jericho Brown called "Duplex."

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#### **EXCUSAL OF ALDERMAN HAVEN-O'DONNELL**

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

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#### **POSTPONEMENT OF PARKING STUDY UPDATE**

This item was postponed to September 24, 2019.

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#### **PASSING OF JEAN THORPE**

Mayor Lavelle acknowledged the passing of Jean Thorpe on September 12, 2019.

Alderman Foushee read a resolution that the Board of Aldermen had previously passed on June 8, 1999,

honoring Mrs. Thorpe's many contributions to the area and to the education system.

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**PRESENTATION OF \$6,000 FOR PURCHASE OF AN EMERGENCY PREPAREDNESS TRAILER FROM INDIRA EVERETT, DISTRICT MANAGER OF GOVERNMENT AND COMMUNITY RELATIONS WITH DUKE ENERGY**

Indira Everett with Duke Energy presented staff members from the Fire and Rescue Department, Public Works Department, and the Town Manager's Office with the grant.

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**PROCLAMATION – PUBLIC TRANSPORTATION WEEK**

Mayor Lavelle proclaimed the week of September 22<sup>nd</sup> as "Public Transportation Week" in the Town of Carrboro and presented the proclamation to Zach Hallock, the Town's Transportation Planner.

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**REQUEST FOR EXCUSED ABSENCE FOR EMPLOYEES FOR CLIMATE GLOBAL ACTION DAY – FRIDAY, SEPTEMBER 20, 2019**

Alderman Slade requested that the Town Manager allow town staff to have an excused absence to attend the climate global action day strike on Friday, September 20, 2019.

David Andrews, the Town Manager, stated that he believed this could be accommodated and would report further information once reviewed.

Alderman Slade requested that staff review a proposed North Carolina Utilities Commission rule that relates to Duke Energy and political contributions. He stated that he would specifically like to know if the donation that was made earlier in the evening would be affected by such a rule.

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

Shelly Roselvato spoke to the Board about situations on her land regarding a land disturbance at the Merritt Gravel Pit, her neighboring property. She asked the Board to take action and to stop the land disturbance that is impacting her property. She stated that she will be back to every meeting until there is action taken by the Board to fix the land disturbing activity at the Merritt Gravel Pit which she believes is illegal.

Mayor Lavelle requested that staff provide the Board with a timeline of this issue and to have it available by the next meeting.

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## **UPDATE ON PROPOSED AMENDMENTS TO THE TOWN CODE RELATING TO STARLITE DRIVE**

The purpose of this agenda item was to provide the Board of Aldermen with an update on draft amendments to the Town Code related to parking and traffic control devices on Starlite Drive.

Zach Hallock provided an explanation of the proposed Town Code amendment at the request of Alderman Foushee. He stated that there will be a neighborhood meeting before the amendment is brought back to the Board for consideration of adoption.

Mayor Lavelle asked staff to look into a mirror in the blind curve for pedestrian safety.

Alderman Seils asked if the posted speed limit of 25 MPH should be lowered. Zach Hallock stated that this will be discussed with the neighbors.

**A motion was made by Alderman Foushee, seconded by Alderman Chaney, that the following resolution be approved:**

### **A RESOLUTION RECEIVING AN UPDATE ON TOWN CODE AMENDMENTS FOR STARLITE DRIVE**

WHEREAS, the Board of Alderman has interest in receiving updates related to transportation regulations impacting local community members; and

WHEREAS, the Board of Alderman receives the update related to Starlite Drive; and

WHEREAS, Town staff will bring back an update for this item at a future time when deemed appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Board of Aldermen that the Board receives this update on the current and ongoing status proposed changes to Town Code amendments for Starlite Drive.

**This the 17th day of September, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils, Alderman Sammy Slade**

**Excused: Alderman Randee Haven-O'Donnell**

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## **UPDATE ON PROPOSED AMENDMENTS TO THE TOWN CODE RELATING TO PARKING ON LINDSAY STREET**

The purpose of this agenda item was to provide an update on proposed Town Code amendments to establish parking limitations along Lindsay Street near the emergency access to the Cedar Rock

apartments.

**A motion was made by Alderman Chaney, seconded by Alderman Foushee, that the following resolution be approved:**

**A RESOLUTION RECEIVING AN UPDATE ON TOWN CODE AMENDMENTS FOR LINDSAY STREET**

WHEREAS, the Board of Alderman has interest in receiving updates related to transportation regulations impacting local community members; and

WHEREAS, the Board of Alderman receives the update related to Lindsay Street; and

WHEREAS, Town staff will bring back an update for this item at a future time when deemed appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Board of Aldermen that the Board receives this update on the current and ongoing status proposed changes to Town Code amendments for Lindsay Street.

**This the 17th day of September, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils, Alderman Sammy Slade**

**Excused: Alderman Randee Haven-O'Donnell**

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**A RESOLUTION SETTING THE PUBLIC HEARING FOR PHASE 1 OF SHOPS AT LLOYD FARM CONDITIONAL USE PERMIT (CUP) LOCATED AT 700 & 706 OLD FAYETTEVILLE ROAD FOR OCTOBER 15, 2019**

The purpose of this item was to schedule the public hearing for Phase 1 of Shops at Lloyd Farm CUP for October 15th, 2019.

**A motion was made by Alderman Chaney, seconded by Alderman Foushee, that the following resolution be approved:**

**A RESOLUTION CALLING A PUBLIC HEARING ON A COMMERCIAL SHOPPING CENTER CONDITIONAL USE PERMIT REQUEST**

WHEREAS, the Carrboro Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed projects; and

WHEREAS, an application has been received for a Conditional Use Permit authorizing a commercial shopping center on the 700 & 706 Old Fayetteville Road parcel identified by Orange County PINs 9779-09-7922 and 9778-19-6618.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Aldermen call a public hearing on October 15th, 2019 to discuss the proposed commercial shopping center project.

**This the 17th day of September, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils, Alderman Sammy Slade**

**Excused: Alderman Randee Haven-O'Donnell**

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**REQUEST-TO-SET A PUBLIC HEARING ON AN AMENDMENT TO THE MASTER PLAN  
ADOPTED AS PART OF THE WINMORE VILLAGE MIXED USE DISTRICT**

The establishment of the Winmore Village Mixed Use District (VMU) involved the adoption of a map amendment and associated master plan. A draft ordinance that amends the master plan and modifies the associated conditional use permit is being prepared. The Board was asked to set a public hearing for October 22, 2019, and to refer the amendment to the Planning Board.

**A motion was made by Alderman Chaney, seconded by Alderman Foushee, that the following resolution be approved:**

**A RESOLUTION SETTING A PUBLIC HEARING ON AN AMENDMENT  
RELATED TO THE WINMORE VILLAGE MIXED USE DISTRICT**

WHEREAS, the Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed amendments to the Land Use Ordinance;

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen sets a public hearing on October 22, 2019, to consider adopting "An Amendment Related to the Winmore Village Mixed Use District."

BE IT FURTHER RESOLVED that the draft ordinance is referred to the Town of Carrboro Planning Board for review.

**This the 17th day of September, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils, Alderman Sammy Slade**

**Excused: Alderman Randee Haven-O'Donnell**

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**REQUEST-TO-SET A PUBLIC HEARING ON A LAND USE ORDINANCE AMENDMENT TO**

## **ESTABLISH TEMPORARY CONSTRUCTION PARKING**

The purpose of this agenda item was to set a public hearing on a Land Use Ordinance amendment to establish temporary construction-related parking for construction projects in the downtown area.

**A motion was made by Alderman Foushee, seconded by Alderman Chaney, that the following resolution be approved:**

### **A RESOLUTION SETTING A PUBLIC HEARING ON AN ORDINANCE TO AMEND THE CARRBORO LAND USE ORDINANCE RELATING TO TEMPORARY CONSTRUCTION PARKING**

WHEREAS, the Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed amendments to the Land Use Ordinance;

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen sets a public hearing on October 22, 2019, to consider adopting “An Ordinance to Amend the Carrboro Land Use Ordinance Relating to Temporary Construction Parking.”

BE IT FURTHER RESOLVED that the draft ordinance is referred to Orange County and the Town of Carrboro Planning Board for consideration and recommendation prior to the specified public hearing date.

BE IT FURTHER RESOLVED that the draft ordinance is also referred to the following Town of Carrboro advisory boards and commissions: Transportation Advisory Board and the Economic Sustainability Commission.

**This the 17th day of September, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils, Alderman Sammy Slade**

**Excused: Alderman Randee Haven-O'Donnell**

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## **AMENDMENT TO FY 2019-20 ADOPTED BUDGET**

The purpose of this agenda item was to appropriate additional funding received by the Town from Duke Energy for the purchase of an Emergency Preparedness Trailer.

**A motion was made by Alderman Gist, seconded by Alderman Foushee, that the following ordinance be approved:**

### **AMENDMENT TO FY 2019-20 ANNUAL BUDGET ORDINANCE TO APPROPRIATE CONTRIBUTION FOR EMERGENCY PREPAREDNESS TRAILER Ordinance No. 4/2019-20**

WHEREAS, the Town of Carrboro has been awarded \$6,000 by Duke Energy for the acquisition of an Emergency Preparedness Trailer; and

WHEREAS, the Board of Aldermen is grateful for the generosity of Duke Energy; and

WHEREAS, it is appropriate to amend the FY 2019-20 General Fund budget to incorporate this restricted contribution; and

NOW, THEREFORE, BE IT ORDAINED, that in accordance with authority contained in G.S. 159-15:

Section 1. The Town thanks Duke Energy for the contribution of \$6,000.

Section 2. These funds shall be used solely for the acquisition of an Emergency Preparedness Trailer as specified by the donor.

Section 3. This budget amendment is effective immediately and a copy of this amendment shall be forwarded to the Town's Finance Officer.

**This the 17th day of September, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils**

**Nay: Alderman Sammy Slade**

**Excused: Alderman Randee Haven-O'Donnell**

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**PUBLIC HEARING: CONDITIONAL USE PERMIT FOR AN ARCHITECTURAL  
INTEGRATED SUBDIVISION CALLED KENTFIELD SUBDIVISION**

The purpose of this item was for the Board of Aldermen to hold a public hearing regarding a request for a Conditional Use Permit for Kentfield Subdivision at 905 & 921 Homestead Road.

**The Town Clerk swore in all speakers listed below.**

James Thomas, the Town's Zoning/Development Specialist, provided the staff report.

Alderman Foushee asked about the location of the affordable housing portion of the design and asked why they were placed away from other portions of the subdivision.

Mayor Lavelle asked why the sidewalk on the plan was designated as "possible sidewalk/path" as she wanted to make certain there was a sidewalk.

Alderman Seils asked if the sidewalk along Homestead Road was decided to be practical by the developer and who makes the final decision regarding the sidewalk. Nick Herman, the Town's Attorney, stated that it was the decision of the Board.

Omar Zinn, the developer of the property, in response to the previous questions, stated that he is fine installing a sidewalk on Homestead Road. He explained that in response to Alderman Foushee's question, the lots and road alignment constrain the buildable size of some lots and that the smaller footprint lots will be where the affordable homes will be built. He stated that he supports the Wexford residents in the placement of bollards to prevent traffic from going to the south.

Alderman Seils stated that the Transportation Advisory Board asked if the curb ramps could be changed to perpendicular ramps and asked that Omar Zinn check with staff on that option.

Alderman Chaney stated that the advisory board recommendations suggested extending the mulch path to Homestead Road. Omar Zinn stated that was not a problem but that they would like to keep the path mulch and not pave it.

Alderman Foushee read a recommendation from the Transportation Advisory Board about the Board's Connectivity Policy and stated that she would like the Board of Aldermen to get clear on their own direction on that policy going forward.

Mayor Lavelle noted that residents have expressed some concern that the sidewalks be placed in a visible location next to the road so that it does not feel like a private, neighborhood sidewalk. Omar Zinn suggested that a sign could be placed that reads, "Public Sidewalk" so that everyone is clear that it is public. Mayor Lavelle stated that her point is that the sidewalk needs to be visible. Omar Zinn explained that there is a powerline easement that has to be built around, as well.

Alderman Slade stated that he appreciates the advisory board points regarding the Board's policy on Street Connectivity. He asked for staff to provide responses from the developer on the advisory board recommendations.

Omar Zinn requested that the Board of Aldermen vote on this issue tonight and offered to respond to any advisory board recommendations.

Mark Alexander, a resident of 306 Wyndham Drive, requested that the connection not be made to Wyndham Drive. He stated that he thought the Board agreed with placing bollards but wanted to reiterate that the bollards are a good compromise. He stated that the study of Cobblestone Drive provides data that Wyndham Drive's traffic will go up and have more vehicles than the road is designed for if the bollards are not put into place.

Frank Strohlein, a resident of 126 Colfax Drive, requested that bollards be put in place to prevent additional traffic on Wyndham Drive.

Barb Sawyer, a resident of 207 Wyndham Drive, stated that she supports the installation of the bollards to prevent additional traffic on Wyndham Drive. She stated that she has witnessed numerous close calls between pedestrians, cyclists, and vehicles.

Keith Sawyer, a resident of 207 Wyndham Drive, stated that he does not have much to add to what his wife, Barb Sawyer stated, but that he is excited to see the development and new neighbors. He expressed thanks to the developer for agreeing to the bollards.

Stephanie Wade, a resident of Cobblestone Drive, stated that she came to support the Wexford neighborhoods and their request for bollards. She stated that the bollards will provide safety. She posed



the question of how much of Cobbelstone Drive's traffic is also Wyndham Drive's traffic. She suggested a speedbump to calm the traffic on Wyndham Drive.

Mark Vandegrift, a resident of 202 Wyndham Drive, stated that he is in favor of the development but not without bollards to prevent the vehicle connection to Wyndham Drive.

Dennis Hanes, 303 Wyndham Drive, said Cobblestone Drive is not a subcollector and has double the traffic it was designed to handle. He stated that it was disappointing that the advisory boards did not look at the numbers in the Town Code to determine connectivity. He stated that the connectivity policy should be bikes and walking and not cars. He asked about the cost benefit analysis to the Town when approval from 10-20 homes are made and suggested that they be made for future developments. He suggested a traffic study be presented, as well. He recommended disapproval of 10-20 homes based upon his own cost-benefit analysis.

Tara Spector, 203 Colfax Drive, stated that they do not have the option to transport their children to school by bus because of they are zoned in a walk/bike district for schools. She stated that their children bike to school and that if the bollards are not installed the traffic will increase and will no longer be safe to bike and walk to school.

Clara Cottrell, 107 Stratford Drive, stated that if there is a connection it will relieve some of the traffic on Stratford Drive but even with that positive, she does not support a forced connection on a street that was not designed to handle that much traffic. She stated that if the connection is allowed, it will also allow school buses on Wyndham Drive and that it is not wide enough. She spoke in favor of bollards at the connection of Wyndham Drive.

Evan Raft, 2006 Wyndham Drive, stated that it is insane how people drive on Wyndham Drive and it terrifies him when his children are near the roadway. He stated that the Connector Roads Policy has not been consistently followed and is thus flawed. He asked for the Town to require the bollards at the Wyndham Drive connection. He asked for the Board to apply the policy consistently or to get rid of it altogether.

Chris Ambrozic, 104 Suffolk Place, stated that he would be unaffected by the connection but supports the bollards to prevent the connection onto Wyndham Drive. He stated that this will increase the safety of the street as discussed by previous speakers.

Stephanie Wade returned to state that Cates Farm and Cobblestone Drive are getting about the same traffic because Cobblestone Drive does not have speedbumps.

Alderman Seils asked for a response from staff regarding the curb ramp issue. Marty Roupe stated that the detailed drawings show both and that site plan is not showing that. He stated that the Town is using the current design standards. He suggested that condition could be added to clarify the Board's intent.

Alderman Slade stated that it is upon the Board of Aldermen to modify the Connector Roads Policy and that will not be done tonight, but that it most certainly must be a topic for the Board in the future. He asked Omar Zinn about the recommendation from the Environmental Advisory Board regarding the shading of the path by canopy trees. Omar Zinn stated that most of that path is through a wooded area and some trees will be cut to allow for the path. Alderman Slade asked about the planting of large canopy trees throughout the neighborhood. Omar Zinn stated that they will be planting canopy trees throughout the neighborhood. Alderman Slade asked about silt fencing that is remaining and if it would be cleared. Omar Zinn stated that it would be. Omar Zinn explained roofing designs and how they are

aligned based on how the home is faced. Alderman Slade asked if all roofs could be gables. Omar Zinn stated that he would not want to make that decision at this time because that would change the aesthetic of the neighborhood and prevent diversity of home appearances. Alderman Slade asked if he had reviewed the Environmental Advisory Board's recommendation regarding buffering the primary conservation area in accordance with recommendations from the Green Growth Toolbox by the NC Wildlife Commission. Omar Zinn stated that it would be impossible to create such a buffer on this size of a tract of land. Alderman Slade asked if they could pave the sidewalk that connects to Homestead Road. Omar Zinn stated that they are really close on their impervious requirements and would like to maintain the entire path as a mulch path. Alderman Slade asked if the whole path could be an easement so that in the future the Board could decide to pave it. Omar Zinn stated that he would work with staff and would be amenable if it did not change the sizing of the ponds and the runoff requirements. Alderman Slade asked about handicap access to the gazebo. Omar Zinn stated that if the gazebo is moved to the southern-most portion of the property, they could meet the ADA requirements but if it remains in the proposed location, it is not feasible and they are at their pervious surface threshold.

Alderman Foushee thanked the neighbors for their comments. She stated that she agrees with what Alderman Slade has said regarding the Connector Roads Policy review. She stated that she is in favor of the bollards. She stated that the Planning Board made comments in support of the Connector Roads Policy.

Alderman Chaney stated that she would like to add the following additional conditions to the list:

- That bollards will be shown on the Construction Plan on the south end of the new portion of Wyndham Drive.
- That a sidewalk must be included on the Construction Plans for the project and be constructed along Homestead Road.
- That the mulched hiking trail must extend to the Homestead Road sidewalk on the Construction Plans for the project and be constructed accordingly.
- That the developer will work with the Town to explore whether a public access easement along the planned hiking trail is feasible; if so, the public access easement shall be shown on the Construction Plans and Final Plat for the project.

She stated that she would also like staff to fully explore the possibility of using the Town's Affordable Housing Fund to purchase one or more of the smaller sized homes to place into the Community Home Trust holdings.

Alderman Gist stated that she is in favor of the development and for the bollards. She stated that she originally voted against the Connector Roads Policy and that it has not been consistently followed. She stated that she is in favor of revisiting the Connector Roads Policy.

Alderman Seils stated that he hopes the Board votes on this issue tonight. He agreed that it is time to review the Connector Roads Policy. He supports including the draft condition offered by staff regarding the handicap ramps and shown below:

- That the detail drawing for the ADA compliant accessible ramps included in the CUP plans must be included in the Construction Plans for the project (showing two ADA compliant accessible ramps rather than one).

Alderman Foushee stated that it is very important to have the Connector Roads Policy discussion soon, and with public involvement; without any objection, the Board agreed that this should occur in the spring as soon as possible.

The Board and applicant were in agreement to add the five additional conditions as offered by Alderman Chaney and Alderman Seils.

Marty Roupe, the Town's Zoning Administrator, stated that the T turnaround reduces the amount of open space but that the Board is allowed to deviate from the common open space requirement per Land Use Ordinance Section 15-202 and suggested that a statement be read into the record to capture the Board's formal deviation.

Alderman Slade asked that if the bollards are ever removed, and the T turnaround removed, that the Town bring the open space requirement back to the original amount. There was discussion regarding whether this should be placed in the minutes or a condition. Mayor Lavelle made the point that if and when the bollards are ever removed, it would be incumbent upon the elected officials at that time to properly determine the open space calculation. Alderman Slade agreed with that.

Alderman Seils read the following statement: **The Board is allowing the deviation in the open space requirement for the purposes of providing a turnaround for large vehicles that otherwise would need to reverse down a public street for an unreasonable distance.**

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN CHANEY, THAT THE APPLICATION IS COMPLETE. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (HAVEN-O'DONNELL)**

**MOTION WAS MADE BY ALDERMAN CHANEY, SECONDED BY ALDERMAN GIST, THAT THE APPLICATION COMPLIES WITH ALL APPLICABLE REQUIREMENTS OF THE LAND USE ORDINANCE. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (HAVEN-O'DONNELL)**

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN FOUSHEE, THAT IF THE APPLICATION IS GRANTED, THE PERMIT SHALL BE ISSUED SUBJECT TO THE FOLLOWING CONDITIONS: VOTE: AFFIRMATIVE SIX, EXCUSED ONE (HAVEN-O'DONNELL)**

1. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the Carrboro Town Hall. Any deviations from or changes in these plans must be submitted to the Development Review Administrator in writing and specific written approval obtained as provided in Section 15-64 of the Land Use Ordinance.
2. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.
3. That prior to final plat approval of the Kentfield Subdivision, financial proof will need to be provided to the town that nutrient buy down has been finalized in order for this project to meet the Jordan Lake nutrient level requirements.
4. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project, or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in DXF format and shall include a base map of the whole

project and all separate plan sheets. As-built DXF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.

5. That the developer shall include a detailed stormwater system maintenance plan, specifying the responsible entity and schedule. The plan shall include scheduled maintenance activities for each unit in the development, (including cisterns, bioretention areas, swales, check dams, and irrigation pond), performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting documentation shall be submitted to Town Engineer and Environmental Planner for approval prior to construction plan approval. Upon approval, the plans shall be included in the homeowners' association documentation.
6. That fire flow calculations and building-sprinkler design (as required) must be submitted and approved by the Town Engineer and Town Fire Department prior to construction plan approval.
7. Prior to Construction Plan approval, the applicant will provide the necessary CAPS document from the Chapel Hill Carrboro City Schools District.
8. That bollards will be shown on the Construction Plan on the south end of the new portion of Wyndham Drive.
9. That a sidewalk must be included on the Construction Plans for the project and be constructed along Homestead Road.
10. That the mulched hiking trail must extend to the Homestead Road sidewalk on the Construction Plans for the project and be constructed accordingly.
11. That the developer will work with the Town to explore whether a public access easement along the planned hiking trail is feasible; if so, the public access easement shall be shown on the Construction Plans and Final Plat for the project.
12. That the detail drawing for the ADA compliant accessible ramps included in the CUP plans must be included in the Construction Plans for the project (showing two ADA compliant accessible ramps rather than one).

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN GIST, THAT THE APPLICATION BE GRANTED, SUBJECT TO THE CONDITIONS AGREED UPON ABOVE. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (HAVEN-O'DONNELL)**

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#### **UPDATE ON REQUEST FOR PAID PARKING ENFORCEMENT STUDY**

This item was postponed until the next meeting.

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## **MATTERS BY BOARD MEMBERS**

Alderman Slade asked about appointing someone to the Carrboro at-large position on the Orange County Climate Council. The Town Clerk was directed to advertise the opening for three weeks and then to bring back the applications to the Board for consideration for appointment.

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## **CLOSED SESSION**

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN FOUSHEE, TO ENTER INTO CLOSED SESSION PURSUANT TO NCGS 143-318-11(A)(5) TO ESTABLISH, OR TO INSTRUCT THE PUBLIC BODY'S STAFF OR NEGOTIATING AGENTS CONCERNING THE POSITION TO BE TAKEN BY OR ON BEHALF OF THE PUBLIC BODY IN NEGOTIATING (I) THE PRICE AND OTHER MATERIAL TERMS OF A CONTRACT OR PROPOSED CONTRACT FOR THE ACQUISITION OF REAL PROPERTY BY PURCHASE, OPTION, EXCHANGE, OR LEASE. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (HAVEN-O'DONNELL)**

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## **OPEN SESSION**

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN GIST, TO ENTER INTO OPEN SESSION. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (HAVEN-O'DONNELL)**

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## **ADJOURNMENT**

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