



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

Town of Carrboro

Meeting Minutes

Town Council

March 22, 2022

7:00 PM

Remote Meeting

This meeting was held via Zoom teleconference and broadcasted live on cable television and the internet.

Present: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Sammy Slade, and Council Member Danny Nowell

Also Present: Richard White, Town Manager; Wesley Barker, Town Clerk; Mary Bryant, Deputy Town Clerk; Nick Herman, Town Attorney

RESOLUTION- EARTH HOUR 2022

Motion was made by Council Member Randee Haven-O'Donnell, seconded by Council Member Sammy Slade to approve the resolution for Earth Hour 2022.

EARTH HOUR 2022

WHEREAS, 8:30 to 9:30 pm on March 26, 2022, has been designated as "Earth Hour" by the World Wildlife Fund as a reminder that, through collective action, individuals can make a positive impact in the fight against climate change; and

WHEREAS, Earth Hour 2022 aims to increase awareness and spark global conversations on protecting nature, tackling the climate crisis, and working together to shape a brighter future; and

WHEREAS, Earth Hour engages supporters in more than 190 countries and territories annually in support of conservation and climate action, making it one of the largest grassroots environmental movements in the world; and

WHEREAS, Earth Hour involves a simple action—turning off lights for one hour; and

WHEREAS, the Town of Carrboro has recognized Earth Hour for the past 11 years, has joined Cities for Climate Protection, and is committed to reducing greenhouse gas emissions; and

WHEREAS, the Town Council adopted a climate protection resolution in December 2009, accepted the Energy and Climate Protection Plan in 2014, and accepted the Community Climate Action Plan in 2017; and

WHEREAS, cities and states across the country and around the world will signify their commitment to addressing climate action by supporting Earth Hour;

NOW, THEREFORE, BE IT RESOLVED that the Town Council recognizes Saturday, March 26, 2022, from 8:30 to 9:30 pm as Earth Hour in Carrboro; encourages residents and businesses to join in supporting the aims and goals of this effort; and asks the manager to make a public announcement to publicize Earth Hour.

This 22nd day of March, 2022.

The motion carried by the following vote:

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Sammy Slade, and Council Member Danny Nowell

PUBLIC COMMENT

There were no comments from the public.

APPROVAL OF PREVIOUS MEETING MINUTES OF JANUARY 11, 2022

MOTION WAS MADE BY COUNCIL MEMBER HAVEN-O'DONNELL, SECONDED BY COUNCIL MEMBER NOWELL TO APPROVE THE MINUTES OF JANUARY 11, 2022.

VOTE: AFFIRMATIVE ALL.

A RESOLUTION SETTING A PUBLIC HEARING FOR DEBT FINANCING OF THE TOWN'S SHARE OF DESIGN AND CONSTRUCTION COSTS FOR THE 203 SOUTH GREENSBORO STREET CAPITAL IMPROVEMENT PROJECT.

Motion was made by council member Haven-O'Donnell, seconded by Council Member Nowell to approve the following resolution.

A RESOLUTION SETTING A PUBLIC HEARING FOR DEBT FINANCING OF THE TOWN'S SHARE OF COSTS FOR DESIGN AND CONSTRUCTION OF 203 PROJECT.

WHEREAS, on March 15, 2022 the Carrboro Town Council adopted an amendment to the 2003 South Greensboro Street Capital Improvement Project Ordinance that included debt financing of up to \$12.6 million for the Town's share of design and construction costs; and

WHEREAS, the Town seeks to provide an opportunity for the public to comment on the debt application prior to submission to the North Carolina Local Government Commission.

NOW, THEREFORE BE RESOLVED by the Carrboro Town Council that a public hearing is set for April 5, 2022 for the purpose of receiving public comments on the debt financing related to the 203 South Greensboro Street Capital Improvement Project.

The motion carried by the following vote:

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Sammy Slade, and Council Member Danny Nowell

CONSIDERATION OF A RESOLUTION SETTING THE PUBLIC HEARING FOR CLOSED SESSION COMMERCIAL BUILDING SPECIAL USE PERMIT-A (SUP-A) LOCATED AT 201 NORTH GREENSBORO STREET AND 100 CENTER STREET FOR APRIL 26TH, 2022.

The purpose of this item was to schedule the public hearing for a commercial building SUP-A for April 26th, 2022.

Motion was made by council member Haven-O'Donnell, seconded by Council Member Nowell to approve the following resolution.

A RESOLUTION CALLING A PUBLIC HEARING ON A COMMERCIAL BUILDING SPECIAL USE PERMIT-A REQUEST

WHEREAS, the Carrboro Town Council seeks to provide ample opportunities for the public to comment on proposed projects; and

WHEREAS, an application has been received for a Special Use Permit-A authorizing a commercial building on the 201 N. Greensboro Street and 100 Center Street parcels identified

by Orange County PINs 9778-86-4587 and 9778-86-2555.

NOW, THEREFORE BE RESOLVED by the Carrboro Town Council that the Council call a public hearing on April 26th, 2022 to discuss the proposed commercial shopping center project.

This the 22nd day of March, 2022.

The motion carried by the following vote:

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Sammy Slade, and Council Member Danny Nowell

AMENDMENT TO TOWN MANAGER EMPLOYMENT AGREEMENT

The purpose of this item is to consider an amendment to the Town Manager employment agreement.

Motion was made by council member Haven-O'Donnell, seconded by Council Member Nowell to approve the following resolution.

NORTH CAROLINA ORANGE COUNTY
AMENDED EMPLOYEE AGREEMENT

This Amended Employment Agreement, effective on the date executed below, amends the Employment Agreement of July 12, 2021 ("the Original Agreement") between the TOWN OF CARRBORO ("Employer") and RICHARD J. WHITE III ("Employee") as follows:

1. The text of Section 6: Automobile in the Original Agreement is rewritten as follows:

The Employee's duties require that he shall have the exclusive and unrestricted use at all times of an automobile. In keeping with the Town's values and desire to reduce the carbon footprint that individuals leave upon the community, the Town therefore agrees to pay to the Employee, during the term of this Agreement and in addition to other salary and benefits herein provided, the sum of \$500 per month to purchase, lease, or own, operate, and maintain an energy efficient or hybrid vehicle (up to 40 MPG or greater). The Employee shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle and shall further be responsible for all expense's attendant to the purchase or lease, operation, maintenance, repair, and replacement (if needed) of said vehicle. The Employer shall reimburse the Employee at the IRS standard mileage rate for any business use of the vehicle beyond the corporate limits of the Town of Carrboro.

2. The text of Section 16: Moving and Relocation Expenses at subparagraph D in the Original Agreement is rewritten as follows:

Employer shall pay Employee an interim housing supplement of \$1,500 per month for a period of twelve (12) months commencing on the first day of employment, or until a permanent residence is purchased, leased, or rented within the corporate limits of the Town of Carrboro, whichever event occurs first. It is not required that interim housing be in Carrboro.

3. Except as amended above, all other provisions of the Original Agreement shall remain in full force and effect.

This the 22nd day of March, 2022.

The motion carried by the following vote:

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Sammy Slade, and Council Member Danny Nowell

**WORKSESSION - CONTINUED COUNCIL DISCUSSION OF CARRBORO
CONNECTS 2022-2042 COMPREHENSIVE PLAN**

The purpose of this agenda item is for the Town Council to consider and specify revisions to the draft comprehensive plan, Carrboro Connects 2022-2042.

Motion was made by council member Foushee, seconded by Council Member Nowell to approve the following resolution.

**A RESOLUTION SPECIFYING REVISIONS TO CARRBORO CONNECTS 2022-2042
DRAFT COMPREHENSIVE PLAN**

WHEREAS, the Carrboro Town Council seeks to provide ample opportunities for the public to participate in and comment on the Town's planning framework, and;

WHEREAS, the Carrboro Town Council has initiated and undertaken a comprehensive planning process, which has led to the development of a draft plan.

WHEREAS, the Carrboro Town Council has held a public hearing and received community input and advisory board recommendations on a draft plan.

NOW, THEREFORE BE IT RESOLVED that the Town Council specifies the following revisions be incorporated into a final plan and the plan brought back for final action:

One Orange Racial Equity Framework

190 Staff asked for guidance on including adoption information for the One Orange Countywide
 191 Racial Equity Framework and incorporating use of the Racial Equity Assessment Lens (REAL)
 192 and other One Orange racial equity pillars in the implementation chapter. Note: Comments
 193 highlighted in yellow were agreed to during the Town Council's discussion on March 8, 2022.
 194 **AGREED:** Include overarching commentary about the use of the framework and the REAL in
 195 the implementation of the plan (including the Introduction and other locations).

Red Text From Staff

Staff asked for guidance on the following items (see February 22 agenda abstract). Note: Comments highlighted in yellow were agreed to during the Town Council's discussion on March 8, 2022.

Pg	Item	Comment
58	Refers to page 203-204 Affordable Housing Priority Projects: 6.3: Yes, we need additional funding and a lot is coming along through the Federal and State governments. One major barrier is staff capacity – these grants require a great deal of work!	Randee and Susan - Chapter 11 Goal 6.3 Refers to page 203-204 on Housing and Community Service. The staff comment re: staff capacity is a concern for the entire Comprehensive Plan. <ul style="list-style-type: none"> • Need to set reasonable goals for the current staff capacity • Need to identify additional staffing needs to execute the Comprehensive Plan
145	Westwood Cemetery sidebar - Recreation, Parks, Cultural Resources (see also page 172)	AGREED: Consider referencing the Recreation and Parks master plan to place this issue into that context. AGREED: Refer to the undeveloped portion of Westwood Cemetery. Randee and Susan - remove the public schools, Town Commons, Century Center, Simpson and Brewer Parks from the Page 146 walkshed map, they do not fit the standard public park definition. Staff/Consultant Note: A redesignation of any park should be included as part of plan implementation and should be done in the broader context of all RPCR facilities.
161	Architectural standards - Land Use	AGREED: Agree with the Planning Board.
162	Strategy 2.2 - select project(s) - Land Use	AGREED: Adopt zoning reforms to preserve and increase availability of affordable housing in key corridors that are transit-connected, walkable, and bikeable. Tools A and B are both useful; but generally the underlying zoning should come first, the overlays later.
162	Accessory Dwelling Units Maximum Size - Land Use	AGREED: Use best practices to minimize limitations on property owners' ability to use ADUs as a tool to maximize the value of their property and to expand housing opportunities.
166	Remove parking minimums - Land Use	AGREED: With regard to (c): Update parking requirements to remove minimum requirements for residential development close to transit (including affordable housing, accessory dwelling units, and the residential components of mixed-use developments) to reduce impervious surfaces and make more efficient use of land.

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167	Architectural/historic preservation - Land Use	AGREED: Goal 7 is good as is, with the addition that it includes preservation of historic districts in the Town that have been home to BIPOC communities..
172	Westwood Cemetery - Land Use	AGREED: Remove the red text.

Advisory Board Recommendations

Staff compiled advisory board recommendations (see [Attachment D](#) in the February 22 agenda item). The recommendations shaded in blue in the table below were tagged with “question for council.” Other items listed in the table below were called out by council members. Note: Comments highlighted in yellow were agreed to during the Town Council’s discussion on March 8, 2022.

No.	Item	Comment
16	Suggest making the “Preserve the architecturally significant and historic properties and districts in the Town” text red to note there were differences in opinion. However, the Planning Board supports the preservation of historic districts in the Town that have been home to BIPOC communities.	AGREED: See Goal 7 comment above.
24	Page 52 #4 – Town should utilize 20 percent of its annual budget to achieve its climate action goals, taking into account available federal and state funding and the overall cost calculated to achieve climate action goal.	<p>AGREED: Change to something like “At minimum, 20% of the budget required to meet the town’s climate action goals is funded by the town over the next 10 years.”—and move down to new Strategy 2.2.</p> <p>Randee: Given: \$200m/10 years = \$20m per year, if ToC puts in 20% = \$4m. \$4 toward Climate / \$25m (general fund\$) = 16% of the annual budget. Trish identified that ToC spent \$2.1m, Therefore: a minimum of 20% = \$4m, which doubles Climate Action funding.</p> <p>Q: Are we seeking to leverage \$? Q: CO2 emissions Carrboro residents’ travel is the highest percentage followed by food choice. Both of which are dependent upon the response and engagement of residents and are out of our hands as a municipality.</p>
76	Incorporate the red text changes to be within the final document. For other points noted in red we would ask for clarity on how the red text will be resolved before adoption of the plan (such as the red text on Page 167). Will this factor into the prioritization of the goals or can this red text/note be added to the final plan to show that there were different perspectives.	AGREED: See “Red Text From Staff” section above.
83	Consider forming an implementation committee to help with evaluating metrics and reporting. This group could help assist other advisory boards with plan implementation	AGREED: Method of accountability for providing transparency about progress on the plan. (See also the language under Other Comments below about transparency around regular check-ins and updates.)
89	The Implementation Plan needs to be updated and advisory boards should be resurveyed to reflect the updates that were made to the comprehensive plan and the comments collected in recent months	AGREED: Notify advisory board members when the final draft becomes available for review prior to the public hearing.

90	The Implementation Plan should align with the overall Comprehensive Plan as it is revised	
21	Related to Goal 2, Strategy 2.3 is a strong strategy (see the example of the Affordable Housing Special Revenue Fund supporting Empowerment's acquisition and rehabilitation of apartment units) that has helped add to the rental affordable housing stock and ARPA and AH bonds can help continue to increase those units. (Proposed Response: Add a call out box and/or photo and caption that highlight the success of the Affordable Housing Special Revenue Fund and Empowerment's work)	AGREED: Include all affordable rental housing provider names or speak of them as whole without highlighting any individually over others. Consider including specific examples for strategies (2.2, 2.3, 3.3) i.e. Empowerment Inc already uses in Carrboro as per Delores's letter.
22	Related to Goal 3, note that many Carrboro residents have lots that would accommodate an ADU. Explore incentives for property owners to create ADUs and to make them permanently affordable to individuals earning 80% AMI and under and recognize that the Town must also consider that monitoring compliance with private citizens would be very difficult and that some incentives mentioned, such as those involving property taxes, is beyond Town control. (Proposed Response: Modify 3.1 c) to say: "Explore incentives for property owners to create ADUs and to make them permanently affordable to individuals earning 80% AMI and design a program for property owner compliance with the restriction")	Sammy: Raises question on how ADUs are an affordable housing strategy that works by increasing housing stock and reducing property values generally through increase of housing stock supply vs. strategy for achieving affordable housing specifically for 80% below median income. Randee: Q: private vs public build, use and accessibility for future public availability as affordable stock? Staff/Consultant Note: Following guidance determined on 3/8/22: Use best practices to minimize limitations on property owners' ability to use ADUs as a tool to maximize the value of their property and to expand housing opportunities.
34	Prioritize by carbon reduction and climate justice and evaluate in the context of the Town's emissions reduction goals (Proposed Response: Included in plan)	Sammy: Include context in climate implementation section to clarify that climate action projects prioritized in this section are not meant to displace our climate action plans or town council resolutions that speak to our climate action goals and how to achieve them. Randee: Agree with above.
52	The land uses proposed in the Future Land Use Map are insufficient to meet the Town's CCAP GHG emissions reduction goal of 80% which is included as a goal in Carrboro Connects. The future land use map should be revised to include increased density and additional mixed-use development within the downtown and the immediate surroundings to help meet this goal. This is needed to significantly reduce Vehicle Miles Traveled, which is both a metric of the transportation section, and has a significant impact on reducing transportation emissions to reach the 80% GHG reduction goal. (Proposed Response: Future land use considerations indicated on the corridor plans and within goals and strategies do outline policies to support higher density and mixed-use development, but specific parcel-level changes to indicate higher density will require additional public	AGREED: Be clear in the Land Use chapter about how implementation of the policies in the plan and the creation of small area plans will shape the evolution of the Future Land Use Map.

	participation as development proposals arise.)	
57	The Town should further investigate taking over maintenance of Main Street and/or North Greensboro Street from NCDOT (Proposed Response: Add strategy/project language to investigate taking over maintenance of Main Street and/or North Greensboro Street from NCDOT)	<p>Sammy: Strategy/Project to investigate taking over NCDOT streets should include all major corridors (as per Patrick McDonough recommendation via email Feb. 22)</p> <p>Randee: Be clear that what is agreed to is to investigate and determine feasibility and cost benefits.</p>
63	Energy - Building electrification. Ithaca NY has a program to use as a potential model. Pursue banning new buildings from connecting to gas. Find a way to help lower income residents change out hot water heaters from gas to higher efficiency electric (Proposed Response: Add strategy/project language that promotes new building standards or incentives to use electric rather than gas)	<p>Sammy: Include in strategy/project language the experience from recent low-income household project in Orange County that replaced gas water heaters with electric water heaters. For projects that receive town funding require electrification and no gas, also make automatic for town owned buildings.</p> <p>Randee: Agreed</p>
65	Ch. 6 Pg. 101: the green stormwater infrastructure draft metrics are incomplete and the numeric goals are represented by "XX." (Proposed Response: Finalize all metrics throughout the plan that are still incomplete with "X" placeholders. For Green Stormwater Infrastructure decide on the following three: Increase residential participation in native planting by xx%; Increase tree canopy coverage by xx%; xx residents engaged in RainReady initiative to reduce residential flooding)	<p>Sammy: Also define goals (x by x date), p. 39, 52, 59, 125</p> <p>Randee: What are the Staff recommendations for these three? (Referring to "Increase residential participation in native planting by xx%; Increase tree canopy coverage by xx%; xx residents engaged in RainReady initiative to reduce residential flooding")</p> <p>Staff/Consultant Note: Staff will proceed with a review and revision of all plan metrics using the following guidance that was determined on 3/8/22. Metrics are the things we will measure ("What We Will Measure"), as compared to goals, which are the things we want to achieve. Metrics can help us understand how successful we are at achieving the goals.</p>
69	Specifically incentivize organizations with a demonstrated commitment to both business and social outcomes (e.g. racial justice, equality, environment, climate, gender, etc.)	<p>Sammy: Look into rejoining local business network such as the Business Alliance For Local Living Economies</p> <p>Randee: what organizations (non-prof., for prof. Both?) are we talking about? What is meant by "incentivize"? Town of Carrboro was a member of BALLE, Business Alliance For Local Living Economy need to continue that membership.</p>
84	Projects in the comprehensive plan should align with the Town's climate action goals and climate action plan implementation. Create an ongoing project which involves updating the priority projects in the implementation plan according to which are most effective at helping the Town reach its climate action	<p>Sammy: As mentioned in my response to #34 Comp Plan should not displace climate action plans and goals, implementation section does not relate sufficiently to what degree prioritized strategies approximate our climate action goals, as such</p>

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	goals (Proposed Response: See implementation plan)	<p>enumerated projects are insufficient, or at a minimum require further assessment to evaluate degree that they contribute to our climate action goals, especially important, relevant and necessary since climate action is one of the two foundations of the comp plan. Please include this point in intro to implementation section.</p> <p>Randee: Clarify that the Comprehensive Plan Climate Action goals are subsummed under the Community Climate Action Plan</p> <p>Damon: In general, I agree that the comp plan should be consistent with the adopted plans that are intended to be “re-adopted” with it.</p>
92	<p>Provide more details on best practices or how to go about implementing the strategies, example: Develop a process to update the Land Use Ordinance including the following topics: Accessory Dwelling Units (ADUs), parking standards, shortterm rental, bulk standards for residential development, and consideration of new overlay districts (Page 215). Could suggested changes to the LUO be called out or could the implementation plan point to priority changes in the LUO? (Proposed Response: Revise Implementation plan to reflect priorities in updating the Land Use Ordinance)</p>	<p>Sammy: As part of prioritized implementation land use strategy 4.1a</p> <p>Randee: Agree</p>

Staff Comments

Staff compiled comments from the departments (see [Attachment E](#) in the February 22 agenda item). Council members offered responses to the items listed in the table below.

No.	Item	Comment
6	Change to: "Establish and protect native vegetation in riparian and stream channel restoration projects (Ch 4, Goal/Strategy 1.2d, page 62)	<p>Sammy: Not sure what this is in reference to?; page number and strategy are not matching</p> <p>Staff/Consultant Note: Typo. Refers to 1.1d not 1.2d</p>
7	Question the relationship to Race and Equity of the following project: assessing the impacts of stormwater variances cumulatively, as opposed to individually	<p>Sammy: Keep, as it refers to strategy 2.1 on page 67</p> <p>Staff/Consultant Note: Staff anticipates assessing all strategies and projects in the context of the One Orange Racial Equity Framework</p>
8	Consider removing Transportation 1.1 c) - there is a large amount of sector research that has been done on the barriers for bike, ped and transit that can be applied pretty broadly across municipalities. Maybe an engagement process to identify the key geographic areas	<p>Sammy: Yes remove and replace with: "use community engagement process to identify places in town for implementing 'best practice' projects for maximizing use of bike, ped and transit as alternatives to automobile transportation."</p>
15	Green Stormwater Infrastructure Goal 1 as written, seems like it is about terrestrial ecosystems and plant communities and pretty tangential to green STORMWATER infrastructure	<p>Sammy: Solve by taking out 'Stormwater' as per previous item #14 recommendation</p> <p>Staff/Consultant Note: On the question of whether to title the chapter "Green Infrastructure..." or Green Stormwater Infrastructure... – We changed the name in this draft to include the word "stormwater" to make it more clear what green infrastructure is (not a term everyone knows) and to explicitly call out stormwater as a topic. For example if someone is interest in stormwater (as many people in Carrboro are), having the word in the title will help them navigate the plan more easily.</p>
16	Metric 1 seems very difficult to track	<p>Sammy: Seek EAB and Stormwater commission input on whether feasible metric and how</p>
17	Metric 2 recommend 5% by 2030	<p>Sammy: same as #16 above</p>
21	RPCR key finding #1 uses TPL data - it seems like we have tried to remove TPL data from the plan so maybe we should find a different way to calculate this so we maintain consistency.	<p>Sammy: Keep Trust for Public Land data and restore map per Bob Proctor recommendation, also look into using proposals by Bob Proctor (emails Feb. 9 & 10) on how to assess</p> <p>Damon: I recommend against including the ParkServe tool. Although it has the potential to be useful, it relies on incomplete data and should not be used for policy</p>

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		<p>making. The limitations of ParkServe became an issue in recent community discussions of the Greene Tract, and I am uncomfortable with the idea of asking staff to rely on it when staff are knowledgeable enough about our local parks and green spaces to help us and the community understand where the community's existing resources are and where the gaps are.</p> <p>Staff/Consultant Note: Need council determination</p> <p>03/22/2022: OK to leave out ParkServe map. Be sure to assess where to site parks and other recreation facilities beyond the issue of walkability.</p>
23	Add clarification for 10 minute walk park map that it only uses roads and doesn't account for offroad facilities such as greenways.	<p>Sammy: Better to change the map instead, to recognize greenways as ped infrastructure</p> <p>Staff/Consultant Note: There are technical reasons that kept us from analyzing the watershed from off-road facilities (greenways). We understand this is a limitation of the map and will be state explicitly and could be something added as a project.</p>
28	Add explanation/definitions for categories on future land use map	<p>Sammy: Need to be bold with designating of major transportation corridors for mixed use. Need zoning that incentivizes small tract granular development over large tract developments.</p>
32	The priority projects and goals seem move conclusive instead of suggestive. Should be considered from a broader context? (based on assessment lens findings, staffing, budget and collaborations, etc.)	<p>Sammy: Point raises question of how to reconcile prioritizations with broader context realities such as staffing, budget, collaborations, etc... This is addressed/acknowledged in preamble of implementation section.</p>
33	It is our understanding that the racial equity assessment lens evaluation, along with climate action review findings provide the direction in terms of needs and priorities.	<p>Sammy: Good point, raises question of how needs and priorities were identified and what role climate and equity foundations have in that prioritization and identification of needs. Include point in implementation preamble.</p>
34	2.5A does not belong in the Recreation and Parks section. This work is the responsibility of Planning.	<p>Sammy: Parks component is correctly ascribed, greenways isn't. Opportunity for interdepartmental collaboration? See Greenways Commission in advisory boards comments #91 about need for including greenways commission in this strategy</p>
43	First step should be identify land. What does "Occupancy of new affordable units" mean?	<p>Sammy: First step is at top of page 203, not 204 11 Implementation</p>
49	Transportation & Mobility Priority Projects: 1.1(d) - why is this specific to transportation? Seems like	<p>Sammy: Move (to public engagement) and replace 1.1d with New Transportation and Mobility project 4.3</p>

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	this should apply more broadly to public engagement	that follows up on upcoming parking program study: a) A program that maximizes downtown access through prioritization of alternatives to parking. The program will increase access to the downtown. Parking management specific solutions are secondary priority for downtown access compared to car independent alternatives. This could potentially open up land that is currently tied up by presumptive parking standards minimums required of commercial property owners. Include planning for parking maximums. b) Create and use funds generated by downtown improvement district to fund downtown access programs.
54	Transportation & Mobility Priority Projects: 2.1 (a): This project really sounds like it calls for a Carrboro Short Range Transit Plan. Needs funding and more \$\$ to CHT to provide service, buses, and operators	Sammy: Change this priority to integrate with mixed use, high density land use changes that will generate the urban nodes that will warrant the running of new routes and the tax revenue to fund those routes. As per 2.2a
58	Affordable Housing Priority Projects: 6.3: Yes, we need additional funding and a lot is coming along through the Federal and State governments. One major barrier is staff capacity – these grants require a great deal of work!	Sammy: Build back better never materialized so moot point, but if it did then, as with the Infrastructure and COVID bills, the grants will typically allow for funding staff/consultant capacity for administration of funds. Replace 6.3 with new 4.5 strategy: a) "Leverage work of and augment (with local funds) the funding of Weatherization Assistance Program with a goal of weatherizing all low income homes in Carrboro by 2030. Leverage the work already happening with the Orange County Home Preservation Coalition, working with other Orange County governments to fund staffing for that program and augment WAP funds so that the Community Action Agency can increase their annual quota for Orange County/ Carrboro low-income household weatherization work."
59	Affordable Housing Priority Projects: 3.1a: This one seems really out of place – it's very narrow and does very little if anything for affordable housing in Carrboro. Yes, I can see that it has helps diversify our housing stock, but to be out of place for our top 5 affordable housing priorities. Perhaps this is better served in the Land use section? In ADU permissibility overall and more specifically for these target groups. I'm hoping our top 5 priorities for the next 5 years will really make a dent in filling our housing gap. Replace this with something related to climate action/weatherization	Sammy: I agree with staff's point on this and comments in #60, dovetails with my comments on #58 too
60	Affordable Housing Priority Projects: 6.2: YES So, considering what was said about 3.1a, I'd like to propose a priority related to climate action – urgent repairs and weatherization – preservation of existing AH – especially BIPOC long time homeowners and NOAH. We need to make sure	Sammy: Yes, see previous note on 58. Identify # of houses that are affordable housing in Carrboro and divide annually that number per the timeframe described by our climate action goals. Tie in with 4.2

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	we don't lose the existing AH we have (Carolina Spring/Pine Grove/etc.) and make sure the units are safe and weatherized (long lasting).	D.
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Other Comments

Note: Comments highlighted in yellow were agreed to during the Town Council's discussion on March 8, 2022.

General

- **AGREED:** Damon: Metrics are the things we will measure ("What We Will Measure"), as compared to goals, which are the things we want to achieve. Metrics can help us understand how successful we are at achieving the goals.
- **AGREED:** Damon: Whenever possible, make the language of the plan bolder and more direct.
- **AGREED:** Sammy 1: Throughout: Ambiguous language (i.e. 'consider,' 'study') replaced by concrete actions.
- **AGREED:** Danny: Be transparent about the plan for regular check-ins on the adopted plan (for example, frequency of updates, reporting, etc).
- **AGREED:** Randee: Schedule of regular check-ins and updates reflect the "breathability" of the document.
- **AGREED:** Barbara: Language clarity, accessibility.
- **AGREED:** Susan and Barbara: Express why racial equity is a pillar of the plan (systemic inequities, institutional racism; see page 10). The historical context is important to understanding.

Chapter 1: Introduction & Plan Overview

- **Sammy 2:** Intro: P. 13 correction change '20 years ago' to 32 years ago'
- **Sammy 3:** Intro, page 3: "Reduce ghg emissions from motor vehicles by 80% below 2010 levels by 2030"
- **Sammy 4:** Intro, page 4: Include plan goal "Maximize locally owned economy"
- **Randee and Susan:** Add to Intro. Page 4: Revise plan goal to state: "Maximize locally owned economy with living wage jobs"
- **Barbara:** Intro, clarify the use of 'intersectionality' and its origin (from public comment)

Chapter 3: Affordable Housing

- **Damon:** Page 40: How do these goals and strategies relate to the Town's adopted Affordable Housing Goals and Strategies? Should that policy document be discussed or referenced in this chapter? Should it be "re-adopted" with the Comprehensive Plan?
 - **Staff/Consultant Note:** AH Goals and Strategies document should be reference. Many of the goals and strategies included in this chapter come from the AH Goals and Strategies document.
- **Barbara:** Page 40: I agree that the goals and strategies should align/relate with the Town's adopted AH goals and strategies and the policy should be referenced in the Comp Plan. Maybe others as well since we want to show connectedness between existing policies/plans??
 - **Staff/Consultant Note:** AH Goals and Strategies document should be reference. Many of the goals and strategies included in this chapter come from the AH Goals and Strategies document. Same goes for other plans such as CCAP, Bike Plan
- **Sammy 5:** Affordable Housing (4.2.a): Why Home Trust model preference when there are many other affordable rental unit models and providers in our community? WCHA, Empowerment, etc.. Fix by listing these affordable rental providers as partners towards Home Trust home ownership.
- **Sammy 6:** Affordable Housing, new 4.5: a) "Leverage work of and augment (with local funds) the funding of Weatherization Assistance Program with a goal of weatherizing all low-income homes in Carrboro by 2030. Leverage the work already happening with the Orange County Home Preservation Coalition, working with other Orange County governments to fund staffing for that program and augment WAP funds so that the Community Action Agency can increase their annual quota for Orange County/ Carrboro low-income household weatherization work."
- **Sammy 7:** Affordable Housing, new 4.5: b) Work with other Orange County governments to cost share on staffing for Home Preservation Coalition
- **Sammy 11:** Affordable Housing, new Goal 7 -- Reduce utility expenses for all homes. Strategy 7.1 Find ways to provide free broadband by using the town's expanding broadband network; Strategy 7.2 -- Weatherize all Affordable housing by 2030 (per new 4.5) Strategy 7.3 Make photovoltaic installations accessible to low-income housing.

Chapter 4: Climate Action & Environment

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Chapter 5: Transportation & Mobility

- **Sammy 8:** Transportation and Mobility, 4.2a: Change to: "Investigate lowering, eliminating and setting maximum residential parking requirements to reduce impervious surfaces and enhance affordability. Undertake a residential parking study, for all housing types, to determine lower minimum parking standards, elimination of minimum parking standards and setting maximum parking standards."
 - **Staff/Consultant Note:** Yes, make consistent with what was agreed upon for the land use chapter: Update parking requirements to remove minimum requirements for residential development close to transit (including affordable housing,

accessory dwelling units, and the residential components of mixed-use developments) to reduce impervious surfaces and make more efficient use of land.

- **Sammy 9:** Transportation and Mobility, new 4.3: New Transportation and Mobility project that follows up on upcoming parking program study: A program that maximizes downtown access through prioritization of alternatives to parking. The program will at minimum sustain and at best increase access to the downtown. Parking management is done with eye towards ultimately replacing car storage for transit, ped, biking, micro mobility, etc alternatives. This could potentially open up land that is currently tied up by presumptive parking standards minimums required of commercial property owners. Include planning for parking maximums.
- **Sammy 10:** Transportation and Mobility, Future Land Use Map: Don't be shy about defining vision through broad-strokes zoning for town at large instead of piecemeal per parcels accomplish first by changing future zoning map in the comp plan and thereafter by rezoning or overlays over base zone that aligns with town wide vision as represented by updated 'future zoning map'
 - **Staff/Consultant Note:** Propose providing a clear description/discussion of what is zoning versus land use/future land use
- **Danny:** P. 76: draft metrics—rephrase metrics as nouns rather than x% figures

Chapter 6: Green Stormwater Infrastructure, Water & Energy

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Chapter 7: Economic Sustainability

- **Sammy 12:** Economic Sustainability, new 4.4: "Create downtown improvement district to fund downtown access program (New Transportation & Mobility 4.3) and free broadband using town's broadband network."
- **Sammy 13:** Economic Sustainability, new 4.4: "Explore options for providing free broadband using town general funds for residential and downtown improvement district for commercial. Also, lobby legislature to legalize municipal broadband in NC."

Chapter 8: Recreation, Parks & Culture

- **Sammy 14:** Recs, Parks and Culture, page 145: Better define parks that are included in walkshed map so that differences in qualities are accounted for (Size (acres/1,000 residents within 10-minute walk), amenities, accessibility (times of day and disability) Consider ways to represent this as per.
 - **Staff/Consultant Note:** Further analysis needed as part of plan implementation
- **Sammy 15:** Recs, Parks and Culture, page 145: P. 145 Sidebar Delete last sentence that pertains to 10-minute walkshed and replace with bullet point "Land/project would enhance access to natural spaces and parks which are equitable in regard to 1) walkable proximity of acres per 1000 population served and 2) walkable facility type available per 1000 population served. (modified Bob Proctor, Feb. 10).

- **Staff/Consultant Note:** This would require additional analysis that would be better suited for plan. Consider this type of change to any of these designations as part of implementation of these projects and in the broader context of all RPCR facilities.
- **Sammy 16:** Recs, Parks and Culture, page 146: Keep walkability map and Restore ParkServe Map that showed highest priorities for Carrboro new parks
- **Randee:** page 149 SIDEBAR FEATURE: Recommended re-write: The Town Council will identify a facilitated process for community engagement to discuss further potential plans for alternative alignments of Bolin Creek Phases 3 and 4.
 - **Damon:** I think it would wise to ensure that whatever language is used here is consistent with the language we settled on for the updated bike plan.:
 - **Staff/Consultant Note:** From 2020 Bike Plan Update: *Carrboro adopted a Greenways Master Plan in 2006, that first identified the Bolin Creek Corridor as a potential alignment for greenway development. This is a multi-phase project of which sections 1A and 1B have been completed. Phase 2 as identified in that plan should still be considered for potential bicycle transportation projects. Consideration of other alignments in that plan were not discussed as part of this planning process, because as of October 2020, direction has yet to be determined by the Carrboro Town Council.*

Chapter 9: Land Use

- **Damon:** Page 163: Should Strategy 2.4 be tied to the mobile home strategy that will soon be presented to the Town Council?
- **Damon:** Page 167: Consider referencing the existing historical marker program adopted by the Town Council on February 5, 2002, and the Historic Carrboro Plaque Program “supported” by the Town Council on October 21, 2008.
- **Sammy 17:** Land Use, 5.1?: How many acres are dedicated to single family zoning in current LUO? How does this compare to comprehensive plan? How many are switched from single family to multifamily?
 - **Staff/Consultant Note:** *Watershed Residential is only zone limited to single family residences; boarding houses and tourist homes also allowed. Further analysis would be needed and could be completed as part of plan implementation.*
 - **03/22/2022:** We need more tools to incentivize residences other than single family.
- Sammy 18:** Land Use, 5.1 new b: What land use changes need to happen to accommodate growth of 6,000 to 11,000 new residents by 2050 (also account for affordable housing stock deficit if it grows proportional to current deficit)? What is total development opportunity acreage within current town
- limits. How much in ETJ? What amount of acreage more do we need? How many jobs and dwelling units can that accommodate? Please provide map that reflects that scenario.
 - **Staff/Consultant Note:** *Further analysis would be needed and could be completed as part of plan implementation. Goals and strategies to promote and allow for increased density, growth and redevelopment are identified throughout the plan and explicitly stated in the Land Use chapter (9). The corridors are intended to identify areas throughout town where*

- significant changes could occur based on existing characteristics. Where areas for new development or redevelopment are identified, a more fine-grained analysis that includes further engagement process and evaluation will be required. The future land use map will continue to be updated as we move forward with this thorough process. Staff and consultants can make changes to the plan to provide greater transparency and highlight where these proposed changes are included in the plan.
- **03/22/2022:** Staff and consultants can make changes to the plan to provide greater transparency and highlight where these proposed changes are included in the plan.
 - **Sammy 19:** Land Use, new 8.2: Align LUO maps with required densities and mixed uses required to meet towns climate action goals. Use people/sq. mile and amenities metrics known by urban geographers to inform new maps.
 - **Staff/Consultant Note:** Goals and strategies to promote and allow for increased density, growth and redevelopment are identified throughout the plan and explicitly stated in the Land Use chapter (9). The corridors are intended to identify areas throughout town where significant changes could occur based on existing characteristics. Where areas for new development or redevelopment are identified, a more fine-grained analysis that includes further engagement process and evaluation will be required. The future land use map will continue to be updated as we move forward with this thorough process. Staff and consultants can make changes to the plan to provide greater transparency and highlight where these proposed changes are included in the plan.
 - **Danny:** Land use, 2.2: Suggested language: “Adopt zoning reforms to increase availability of affordable housing in key corridors that are transit-connected, walkable, and bikeable”
 - 2.2a/b red language: **AGREED:** Adopt zoning reforms to preserve and increase availability of affordable housing in key corridors that are transit-connected, walkable, and bikeable. Tools A and B are both useful; but generally, the underlying zoning should come first, the overlays later.
 - **Sammy 20:** Land Use, 2.3.a: How many parcels in town can accommodate 1000 sq. ft. max size ADUs and/or 500 sq. ft. max JADUs with minimized setbacks and parking requirements removed?
 - **Staff/Consultant Note:** Further analysis would be needed as part of plan implementation
 - **Sammy 21:** Land Use, 2.5.b: don’t need to study if greater subsidies are needed for 30% AMI Strike out: “~~Determine if greater incentives are needed for lower income levels, e.g. 30% AMI where there is a critical need and gap in affordability.~~ Replace with: “Provide subsidies necessary for lower income levels e.g., 30% AMI or an upside bigger than the delta of those subsidies via entitlement process.”
 - **Sammy 22:** Land Use, new strategy 2.7: Land Use, new strategy 2.7: Calculate level of subsidy needed to bring desired housing types to market, in particular missing middle types. Do current rents in Carrboro support unsubsidized construction of those units? How much subsidy per unit do we need for the housing types that we want? Sightline in the Pacific Northwest did a great job on this in Portland:
<https://www.sightline.org/2021/08/01/we-ran-the-rent-numbers-on-portlands-7-newly-legalhome-options/support-building-these-types/> If not, what is the subsidy needed?
 - **Sammy 23:** Land Use, 2.5.a: Parking space elimination will decrease the cost of all developments, not just 'affordable units'. Strike this language in 2.5a: "This may include strategic reduction or removal of the requirement for parking spaces for affordable units,

- **Sammy 24:** Land Use, new 2.8: End single family zoning or Change LUO to prioritize multifamily housing over Single family housing.
 - **Staff/Consultant Note:** No current zoning for specific housing types. Current zoning only defines areas based on allowable density.
 - **03/22/2022:** We need more tools to incentivize residences other than single family.
- **Sammy 25:** Land Use, 4.1a: Include Junior Accessory Dwelling Units (JADUs) under 500 sq. ft, interior or attached to home.
- **Sammy 26:** Land Use, 4.1a: Include Create LUO provisions that will maximize mixed use ‘fine grained’ small scaled/small tract developments over ‘coarse grained’ large scale/large tract developments.
 - **Staff/Consultant Note:** The plan is fine grained. Corridor maps provide for greater evaluation in some areas and will require a fine-grained approach
- **Sammy 27:** Jones Ferry Rd Small Area Plan: Parking study does not recommend pursuing structured parking unless it is warranted, currently there is a surplus of parking in town. Strike: "Pursue recommendations of downtown parking study including locations for additional structured parking and shared parking opportunities that meet the needs of all users. Add: "Increase alternative ways for accessing the downtown that minimize dependency on cars and construction of more surplus parking infrastructure." **03/22/2022:** Also mention that there is a parking study ongoing that may inform this discussion.
- **Sammy 28:** Jones Ferry Rd Small Area Plan: Update Jones Ferry rd. Small area plan and map with mixed use density around farmer’s market
 - **Staff/Consultant Note:** To be examined as part of Jones Ferry corridor. Identified as potential TOD zoning. Goals and strategies to promote and allow for increased density, growth and redevelopment are identified throughout the plan and explicitly stated in the Land Use chapter (9). The corridors are intended to identify areas throughout town where significant changes could occur based on existing characteristics. Where areas for new development or redevelopment are identified, a more fine-grained analysis that includes further engagement process and evaluation will be required. The future land use map will continue to be updated as we move forward with this thorough process. Staff and consultants can make changes to the plan to provide greater transparency and highlight where these proposed changes are included in the plan.
- **Sammy 29:** Better define development intent and vision (i.e., Calvander) for each small area plan
- **Randee and Susan:** 5.1 add a call-out box for the rural buffer to provide explanation and context on why TOC urges dense development within our municipal boundary while keeping land outside of the municipal boundary limited in development

Chapter 10: Public Services & Communications

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Chapter 11: Implementation Plan

- Be transparent about the plan for regular check-ins on the adopted plan (for example, frequency of updates, reporting, etc).
- Include a note that the plan will help guide budget development.
- Incorporate some indication of the “level of difficulty” of implementing various aspects of the plan.
- Note that some activities in the plan are already ongoing as part of previously adopted plans.
- Change final sentence in intro paragraph to something like: “As part of regular reporting and updates to the plan, all implementation items will be reevaluated and measured for necessary adjustments.”

Appendix: Glossary

- **Sammy 30 and Barbara:** Glossary: Define ‘walkability’ and ‘character’
- **Barbara:** Define ‘BIPOC’ and ‘character’
- **Randee:** Glossary - define “Affordable” for affordable housing, affordable to whom?
 - **Staff/Consultant Note:** Will include definition from page 37 in glossary
- **Randee and Susan:**
 - Page 10 (42) Introduction & Plan Overview specifically name and reference institutional and systemic racism in the context for the racial equity pillar and GARE.
 - Glossary - define:
 - Institutional racism
 - Systemic racism

This is the 22nd day of March in the year 2022.

The motion carried by the following vote:

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Sammy Slade, and Council Member Danny Nowell

MATTERS BY COUNCIL MEMBERS

Council Member Haven–O'Donnell reminded the Council that the recycling centers are closing, and she thinks that a new site needs to be found for the residents of Carrboro. Town Manager White responded that he would start a conversation with Chapel Hill and Orange County about this matter.

504 Council Member Slade encouraged staff to use the Town's social media accounts to raise
505 awareness about Covid-19 numbers rising again.

506 Council Member Haven-O'Donnell asked that Town Manager White schedule OWASA
507 representatives to come in and give an update about wastewater and the use of Jordan Lake for
508 emergency water to the Council.

509 Council Member Foushee asked the Town Manager to check with OWASA to see when they
510 can give the Council an update.

511 Council Member Slade requested a conversation or work session about the weatherization of
512 every low-income home by the year 2030.

513 Council Member Slade requested a presentation from the County's solid waste consultants.

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516 **ADJOURNMENT**

517 **MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL**
518 **MEMBER NOWELL, TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE ALL**

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Town Clerk

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Mayor

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