

Town of Carrboro

301 W. Main St., Carrboro, NC 27510



Meeting Agenda - Final

Tuesday, April 18, 2023

7:00 PM

Council Chambers - Room 110

Town Council

7:00-7:05**A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS**

1. [23-117](#) A Resolution Supporting Extension of the Temporary Protected Status Program for Guatemala
Attachments: [Resolution Supporting Extension of the Temporary Protected Status Program for Guatemala](#)

7:05-7:10**B. ANNOUNCEMENT OF UPCOMING MEETINGS****7:10-7:15****C. PUBLIC COMMENT**

Comments are limited to three minutes per speaker.

7:15-7:20**D. CONSENT AGENDA**

1. [23-115](#) Review and Acceptance of the 2023 Annual Report on the Schools Adequate Public Facilities Ordinance (SAPFO) from the Technical Advisory Committee

PURPOSE: The purpose of this agenda item is to request that the Town Council review and accept the 2023 Annual Report on the SAPFO. The Orange County Board of Commissioners has referred the 2023 draft report for review. A resolution for the Council's use has been prepared.

Attachments: [A - Resolution](#)
[B - OC Letter SAPFOTAC Report 2023](#)
[C - Draft 2023 SAPFOTAC Annual Report and Projection Worksheets](#)
[D - MOU and LUO Section 15-88](#)
[E - Pocket questions](#)

2. [23-110](#) Request to Set Legislative Public Hearings for Voluntary Annexation and Conditional Rezoning at 820 and 904 Homestead Road, and 310 Lucas Lane

PURPOSE: The Town has received petitions to voluntarily annex and rezone three contiguous parcels of land located along the north side of Homestead Road at 820 and 904 Homestead Road and 310 Lucas Lane. The requested rezoning to R-3-Conditional (R-3-CZ) would allow for the subsequent submittal of an application to develop an Architecturally Integrated Subdivision (AIS). The Town Council must receive public comment before considering these petitions. Resolutions setting public hearings are provided for the Council's use.

Attachments: [A-1 - Resolution for Annexation.docx](#)
[A-2 - Resolution for Rezoning 4-18-2023.doc](#)
[B - Vicinity Map.pdf](#)
[C - 904 Homestead Rezoning Petition revised 4.14.23.pdf](#)
[D - Draft Rezoning Exhibit.pdf](#)
[E - NIM Meeting Materials.pdf](#)
[F - Draft Zoning Map Amendment 4-14-2023 \(3\).pdf](#)
[G - 904 Homestead Annexation Petition.pdf](#)
[H - Excerpts from ART-IX & ART XX.pdf](#)
[I - Racial Equity Pocket Questions - Legislative Hearings.pdf](#)

3. [23-127](#) Appointments to Appearance Commission

PURPOSE: The purpose of this agenda item is for Town Council to consider appointments to the Appearance Commission.

Attachments: [Attachment A- Resolution Making Appointments to Appearance Comm 4.18.23](#)
[Attachment B- Jorgensen & Carney Applications & Chair Forms for 4.18.23 TC Mtg](#)
[Attachment C- Appearance Commission Info Matrix for 4.18.23](#)
[Attachment D- Racial Equity Pocket Questions- Adv Bd Appointments](#)

7:20-7:30

E. PUBLIC HEARING

1. [23-116](#) Public Hearing on Renewal of an Annexation Boundary Agreement for the Towns of Carrboro and Chapel Hill

PURPOSE: The purpose of this agenda item is for the Town Council to hold a public hearing on renewal of the annexation boundary agreement between the Towns of Carrboro and Chapel Hill.

Attachments: [A - Ordinance Authorizing Agreement](#)
[B - Resolution on Smith Level Entranceway](#)
[C - Draft CH and Carrboro Annexation Agreement](#)
[D - Recorded Annexation Boundary Agreement - TOC and TOCH](#)
[E - Planning Board Recommendation](#)
[F - Pocket questions](#)

F. OTHER MATTERS

7:30-7:40

1. [23-128](#) Presentation from Appearance Commission

PURPOSE: The purpose of this agenda item is for Council to receive a presentation from the Appearance Commission.

7:40-8:05

2. [23-112](#) Memorandum of Understanding Creating the Intergovernmental Climate Council of Orange County

PURPOSE: The purpose of this agenda item is to request that the Town Council consider the attached resolution to authorize the Mayor to enter into a Memorandum of Understanding (MOU) with the Town of Chapel Hill, Town of Hillsborough, and Orange County to create the Intergovernmental Climate Council of Orange County.

Attachments: [Attachment A - Resolution Authorizing Mayor to Enter Into OCCC MOU](#)
[Attachment B - Orange County Climate Council MOU](#)
[Attachment C - Racial Equity Pocket Questions -OCCC MOU](#)

8:05-8:20

3. [23-114](#) Appointments to the Planning Board

PURPOSE: The purpose of this item is for the Town Council to make appointments to the Planning Board.

Attachments: [A - Resolution Making Planning Bd Appointments 4.18.23](#)
 [B - Combined Applicants for Planning Bd for 4.18.23 TC Mtg](#)
 [C - Planning Bd Info Matrix for 4.18.23 TC Mtg](#)
 [D - Racial Equity Pocket Questions- Adv Bd Appointments](#)

G. **MATTERS BY COUNCIL MEMBERS**



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 23-117

Agenda Date: 4/18/2023
In Control: Town Council
Version: 1

File Type: Agendas

A Resolution Supporting Extension of the Temporary Protected Status Program for Guatemala

A RESOLUTION SUPPORTING EXTENSION OF THE TEMPORARY PROTECTED STATUS PROGRAM FOR GUATEMALA

WHEREAS, the Town of Carrboro has long shown support for its immigrant communities, including many immigrants from Central America; and

WHEREAS, the US Department of Homeland Security may grant “temporary protected status,” including employment authorization and protection from deportation, to immigrants in the United States who are unable to return safely to their home countries because of violence, natural disaster, or other extraordinary conditions; and

WHEREAS, on November 18, 2014, the Town Council approved a resolution declaring Carrboro to be a welcoming community for minors seeking refuge from violence in their home countries, and urging the federal government to ensure that those seeking safety in the United States receive due process and legal representation; and

WHEREAS, on November 4, 2017, then Mayor Lydia Lavelle joined a coalition of 32 mayors from across the United States calling on the Secretary of Homeland Security and the Secretary of State to extend the Temporary Protected Status program, noting that deportation of beneficiaries would separate families and bring instability to our communities; and

WHEREAS, on November 14, 2017, the Town Council approved a resolution supporting the expansion of the Temporary Protected Status program and urged the Department of Homeland Security to renew the program for Nicaragua; and

WHEREAS, as of November 10, 2022, nations with Temporary Protected Status designations include Afghanistan, Burma, Cameroon, El Salvador, Ethiopia, Haiti, Honduras, Nepal, Nicaragua, Somalia, South Sudan, Sudan, Syria, Ukraine, Venezuela and Yemen; and

WHEREAS, North Carolina is estimated to be home to the 9th largest population of Temporary Protected Status holders in the United States; and

WHEREAS, a study conducted by Carolina Demography found that over 25,000 Guatemalians live in North Carolina; and

WHEREAS, these families are an integral part of the community who should be welcomed and supported, and we should protect vulnerable persons who seek safety in our community;

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council renews its support for the Temporary Protected Status program and urges the Department of Homeland Security to designate Guatemala as a Temporary Protected Status country.

BE IT FURTHER RESOLVED that the Town Council asks the Town Clerk to send a copy of this resolution to Congresswoman Valerie Foushee.

This the _____ day of _____ 2023.



Agenda Item Abstract

File Number: 23-115

Agenda Date: 4/18/2023

File Type: Agendas

In Control: Town Council

Version: 1

Review and Acceptance of the 2023 Annual Report on the Schools Adequate Public Facilities Ordinance (SAPFO) from the Technical Advisory Committee

PURPOSE: The purpose of this agenda item is to request that the Town Council review and accept the 2023 Annual Report on the SAPFO. The Orange County Board of Commissioners has referred the 2023 draft report for review. A resolution for the Council's use has been prepared.

DEPARTMENT: Planning

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CONTACT INFORMATION: Trish McGuire, Planning Director, pmcguire@carrboronc.gov
<<mailto:pmcguire@carrboronc.gov>>, 919-918-7327

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COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

The Town of Carrboro entered a Memorandum of Understanding (MOU) with the Chapel Hill-Carrboro City Schools, Town of Chapel Hill, and Orange County in July 2003. The MOU participants committed to developing a capital improvement plan for the construction of schools so that overall school membership did not exceed specified levels of building capacity. The Towns also established requirements for certificates of adequate schools as part of residential developments that required special use permits. Racial equity pocket questions are included as Attachment E.

.Information:

The Orange County Board of County Commissioners has referred the 2023 Draft Annual Technical Advisory Report on the Schools Adequate Public Facilities Ordinance (SAPFO) for review. A letter from Commission Chair Jamezetta Bedford with an executive summary is attached (Attachment B).

The SAPFO applies to both the Chapel Hill-Carrboro City School system and the Orange County School system.

The full report is attached (Attachment C) and may also be found on Orange County's Planning Department website at the following link: <https://www.orangecountync.gov/3031/Long-Range-Comprehensive-Planning>. Annual reporting requirements of the SAPFO are spelled out in Section 1D of the Memorandum of Understanding, included with the applicable Land Use Ordinance provisions as Attachment D.

The SAPFOTAC annual report addresses five areas for each of the two school systems, Level of Service,

Building Capacity and Membership, Membership Date, Capital Improvement Planning, Student Membership Projection methodology, and Student Membership Projections.

The SAPFO includes a provision that requires each school system to issue certificates of adequate public schools (CAPS) for permits approving residential developments of more than five units to be effective. Permits associated with development in the W-R, WM-3, and B-3 zones are also not subject to the provision.

During the review of the 2022 annual report, Town Council's resolution included the following comments:

- 1) The need for reserving elementary school site at the Greene Tract because projected demand for facilities is longer than 10 years out.
- 2) School system awareness of the Town of Carrboro's Climate Action Plans, how they relate to transportation choices, and which might encourage redistricting so families could be within school walk zones; and
- 3) The PreK program and whether students should be included in the SAPFO membership and what discussions have occurred in the past.

Climate Action staff communicate with partner local governments on Town interests. The Technical Advisory Committee and additional staff from the parties to the MOU have been meeting to discuss modifications to the Schools Adequate Facilities program. More details will be shared as they are available.

.Fiscal and Staff Impact

FISCAL IMPACT:.

There are none noted with the review and acceptance of this report.

RECOMMENDATION: The Town Manager recommends that the Carrboro Town Council adopt the attached resolution (Attachment A).

A RESOLUTION ACCEPTING AND COMMENTING ON THE SCHOOLS ADEQUATE PUBLIC FACILITIES
TECHNICAL ADVISORY COMMITTEE (SAPFOTAC) 2023 REPORT

WHEREAS, the Town has had a longstanding interest in the success and excellence of the Chapel Hill-Carrboro City Schools; and

WHEREAS, the Town has participated in the development and implementation of the schools adequate public facilities ordinance provisions since 2003; and

WHEREAS, the annual technical advisory committee report has been prepared and distributed for review; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council has received the report.

This the 18th day of April in the year 2023.

JAMEZETTA BEDFORD, CHAIR
 EARL MCKEE, VICE-CHAIR
 AMY FOWLER
 SALLY GREENE
 JEAN HAMILTON
 PHYLLIS PORTIE-ASCOTT
 ANNA RICHARDS

Orange County Board of Commissioners
Post Office Box 8181
300 West Tryon Street
Hillsborough, North Carolina 27278



March 21, 2023

Pam Hemminger, Mayor
 Town of Chapel Hill
 405 Martin Luther King Jr. Blvd.
 Chapel Hill, NC 27514

Will Atherton, Chair
 Orange County Board of Education
 200 E. King Street
 Hillsborough, NC 27278

Damon Seils, Mayor
 Town of Carrboro
 301 W. Main Street
 Carrboro, NC 27510

Rani Dasi, Chair
 Chapel Hill - Carrboro Board of Education
 750 Merritt Mill Road
 Chapel Hill, NC 27516

Jenn Weaver, Mayor
 Town of Hillsborough
 P.O. Box 429
 Hillsborough, NC 27278

Subject: Schools Adequate Public Facilities Ordinance Technical Advisory Committee
 (SAPFOTAC) Annual Report

Dear Sir or Madam:

This letter is to update you on the status of the 2023 Annual SAPFOTAC Report. In accordance with the SAPFO Memoranda of Understanding (MOU), the Board of County Commissioners (BOCC) approved the November 15, 2022 actual membership and capacity numbers for Orange County Schools and Chapel Hill - Carrboro City Schools at its meeting on December 13, 2022.

The SAPFOTAC, comprised of representatives of both school systems and the Planning Directors of the County and Towns, has produced the 2023 Annual Report. Per the SAPFO MOU, the annual technical report contains information on Levels of Service, Building Capacity, Membership Date, Capital Investment Plan, Student Membership Projection Methodology, Student Membership Projections, Student Membership Growth Rate, Student/Housing Generation Rate, and the SAPFO Process. Enclosed for your use are copies of the 2023 Executive Summary and the March 21, 2023 BOCC meeting agenda item abstract when the BOCC received the draft report.

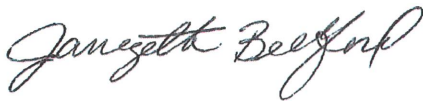
The full draft SAPFOTAC report is available on the Orange County Planning Department website in the Long-Range & Comprehensive Planning section at the following link:

<http://www.orangecountync.gov/3031/Long-Range-Comprehensive-Planning>

The 2023 Annual SAPFOTAC Report is scheduled to be certified by the BOCC at a regular meeting in May 2023. If you have any comments pertaining to the report, please forward them to Cy Stober, Orange County Planning and Inspections Director, 919-245-2575 or cstober@orangecountync.gov, no later than 5:00 p.m. on **April 24, 2023**. Any comments received will be part of our agenda package in May.

Please share this information and the 2023 SAPFOTAC report with your respective boards.

Sincerely,



Jamezetta Bedford
Chair

Enclosures

cc: Bonnie Hammersley, Orange County Manager
Travis Myren, Deputy Orange County Manager
Richard White, Manager, Town of Carrboro
Chris Blue, Interim Town Manager, Town of Chapel Hill
Eric Peterson, Manager, Town of Hillsborough
Nyah Hamlett, Superintendent, Chapel Hill-Carrboro City Schools
Al Ciarochi, Deputy Superintendent for Operations, Chapel Hill-Carrboro City Schools
Andre Stewart, Chief Operations Officer, Chapel Hill-Carrboro City Schools
Quamesha Whitted-Miller, Director of Student Enrollment, Chapel Hill-Carrboro City Schools
Monique Felder, Superintendent, Orange County Schools
Patrick Abele, Deputy Superintendent of Operations, Orange County Schools
Catherine Mau, Student Assignment & Technology Project Coordinator, Orange County Schools
Trish McGuire, Planning Director, Town of Carrboro
Britany Waddell, Planning and Development Services Director, Town of Chapel Hill
Matt Efrid, Assistant Town Manager/Community Services Director, Town of Hillsborough
Shannan Campbell, Planning and Economic Development Manager, Town of Hillsborough

EARTH DAY #

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT**
Meeting Date: March 21, 2023

**Action Agenda
Item No. 8-c**

SUBJECT: Schools Adequate Public Facilities Ordinance (SAPFO) – Receipt and Transmittal of 2023 Annual Technical Advisory Committee Report

DEPARTMENT: Planning and Inspections

ATTACHMENT(S):

1. SAPFO Partners Transmittal Letter
2. Draft 2023 SAPFOTAC Annual Report and Larger Scale Projection Worksheets

INFORMATION CONTACT:

Ashley Moncado, Planner III, 919-245-2589
Cy Stober, Director, 919-245-2575

PURPOSE: To receive the 2023 Annual Report of the SAPFO Technical Advisory Committee (SAPFOTAC) and transmit it to the SAPFO partners for comments before certification in May.

NOTE: School Capacity Capital Investment Plan (CIP) Needs Analysis projects no new school system capacity needs in the next 10 years for elementary, middle and high school levels for both Orange County Schools (OCS) and Chapel Hill-Carrboro City Schools (CHCCS).

BACKGROUND:

1. Annual Report

Each year since 2004, the SAPFOTAC Report is updated to reflect changing conditions of student membership and school capacity. This information is analyzed and used to project future school construction needs based on adopted level of service standards. There are two steps to the full report to keep the SAPFO system calibrated: Student Membership and Capacity is certified in the fall; and then the full annual report is produced the following spring. At the December 13, 2022 BOCC meeting, the Board approved the November 15, 2022 actual Student Membership and Capacity numbers (i.e. first part) for both OCS and CHCCS. A draft of the full annual SAPFOTAC Report (Attachment 2) is complete and has been reviewed by the SAPFOTAC members.

2. SAPFOTAC

The SAPFOTAC is comprised of representatives of both school systems, the Planning Directors of the County and Towns, and County Finance staff. It is tasked to produce an annual report for the governing boards of each SAPFO partner outlining changes in actual membership, capacity, student projections, and their collective impacts on the Capital Investment Plan (CIP) and the future issuance of Certificates of Adequate Public Schools (CAPS). The CAPS are a requirement for new residential developments and reflect the capacity of the applicable school system to absorb the new students generated by the development project. Orange County's Planning Staff compiles the report, holds a meeting discussing the various aspects with the SAPFOTAC, and then prepares a draft report that is reviewed by the SAPFOTAC (Attachment 2).

3. Membership Data

CHCCS membership decreased in total by 75 students from the previous year:

- 81 Elementary School
- 4 Middle School
- + 10 High School

OCS membership decreased in total by 7 students from the previous year:

- + 36 Elementary School
- 58 Middle School
- + 15 High School

4. Capacity Data

There were no changes to school capacities this year.

5. Capacity Information

SAPFO vs. DPI

The SAPFO is a local ordinance, independent of State Department of Public Instruction (DPI) projections and rules regarding class size. The SAPFO, for instance, does not count temporary modular classrooms as fulfilling the capacity level of service outlined in the SAPFO interlocal Memorandum of Understanding (MOU). The MOU limits capacity analysis to 'bricks and mortar' structures instead of temporary facilities, and also requires its own set of future student projections to identify long-term capital school construction needs. However, the County did phase in DPI's smaller class size mandates in previous years, which decreased capacity. Decisions would have to be made if new changes at the State level affecting class size should, or should not, be reflected in the County's SAPFO.

6. Student Projection Analysis

CHCCS

Student membership projections show a mix of increases and decreases at all levels within the 10-year planning period. Projections are shown on page 36 of the report.

OCS

Student membership projections show a mix of increases and decreases at all levels within the 10-year planning period. Projections are shown on page 35 of the report.

7. School Capacity CIP Needs Analysis

CHCCS

Projected needs:

Elementary School	Projections show no needs in the next 10 years
Middle School	Projections show no needs in the next 10 years
High School	Projections show no needs in the next 10 years

OCS

Projected needs:

Elementary School	Projections show no needs in the next 10 years
Middle School	Projections show no needs in the next 10 years
High School	Projections show no needs in the next 10 years

8. Student Generation Rates

The updated student generation rates were approved on May 19, 2015 and are shown in Attachment II.E.1 of the report. Updated rates began to be used for CAPS issuances in

the fall of 2015 and are based on an inventory of recently built units from January 1, 2004 to December 31, 2013.

9. Access to Full Report

The draft SAPFOTAC report will be posted on the Orange County Planning Department's website. A letter ([Attachment 1](#)) and the Executive Summary of the report will be sent to all SAPFO partners after this BOCC meeting advising them of the availability of the draft report and inviting comment.

10. Additional Information

Mebane

The City of Mebane is not a SAPFO partner and does not utilize CAPS in its residential development review. However, county staff corresponds with Mebane annually in much the same way it does with SAPFO signatory communities and Mebane has continually provided its residential growth figures, as represented by certificates of occupancy as well as projected residential growth estimates. These figures are reflected in the Annual Report, including the Executive Summary.

Pre-K Enrollment

SAPFO does not include Pre-K in its membership and capacity numbers. In recent years, however, Pre-K enrollment has been a topic of discussion for both school districts. Pre-K membership enrollment for both districts are contained in the Executive Summary of the report.

Charter Schools

Charter and private schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity numbers are not formally monitored or included in future projections. However, the SAPFOTAC monitors charter and private schools and their effect on student enrollment upon both school districts. Additional information regarding charter school enrollment is contained in the Executive Summary.

FINANCIAL IMPACT: Current student growth projections do not show capacity needs for additional schools in either the CHCCS District or OCS District during the 10-year projection period.

SOCIAL JUSTICE IMPACT: The following Orange County Social Justice Goal is applicable to this item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

ENVIRONMENTAL IMPACT: There are no Orange County Environmental Responsibility Goal impacts applicable to this item.

RECOMMENDATION(S): The Manager recommends the Board:

1. Receive the 2023 SAPFOTAC Annual Report; and
2. Authorize the Chair to sign the transmittal letter to SAPFO partners contained in [Attachment 1](#).

2023 SAPFOTAC Executive Summary

I. Base Memorandum of Understanding

A. Level of Service(No Change).....Pg. 1

	<i>Chapel Hill/Carrboro School District</i>	<i>Orange County School District</i>
<i>Elementary</i>	105%	105%
<i>Middle</i>	107%	107%
<i>High</i>	110%	110%

B. Building Capacity and Membership(Change).....Pg. 2

	<i>Chapel Hill/Carrboro School District</i>			<i>Orange County School District</i>		
	Capacity	Membership	Change from Prior Year	Capacity	Membership	Change from Prior Year
<i>Elementary</i>	5664	4657	- 81	3361	3059	+36
<i>Middle</i>	2944	2798	- 4	2166	1598	-58
<i>High</i>	3975	3950	+10	2939	2487	+15

C. Membership Date – November 15.....(No Change).....Pg. 17

II. Annual Update to SAPFO System

A. Capital Investment Plan (CIP)(No Change).....Pg. 18

B. Student Membership Projection Methodology(No Change).....Pg. 19 *The average of 3, 5, and 10-year history/cohort survival, linear and arithmetic projection models.*

C. Student Membership Projections(Change).....Pg. 29

Analysis of 5 Years of Projections for 2022-2023 School Year – Chapel Hill/Carrboro City Schools

(The first column for each year includes the student membership projection made for 2022-2023 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2022-2023 Membership									
	Actual 2022 Membership	2017-2018		2018-2019		2019-2020		2020-2021		2021-2022	
Elementary	4657	5504	H847	5498	H841	5367	H710	4708	H51	4582	L75
Middle	2798	2881	H83	2943	H145	2992	H194	2830	H32	2742	L56
High	3950	4028	H78	4037	H87	4085	H135	3915	L35	3908	L42

Analysis of 5 Years of Projections for 2022-2023 School Year – Orange County Schools

(The first column for each year includes the student membership projection made for 2022-2023 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2022-2023 Membership									
	Actual 2022 Membership	2017-2018		2018-2019		2019-2020		2020-2021		2021-2022	
Elementary	3059	3228	H169	3321	H262	3320	H261	2994	L65	3000	L59
Middle	1598	1682	H84	1710	H112	1713	H115	1611	H13	1622	H24
High	2487	2517	H30	2426	H61	2433	L54	2367	L120	2508	H21

D. Student Membership Growth Rate(Change)Pg. 37

Projected Average Annual Growth Rate Over Next 10 Years										
Year Projection Made:	Chapel Hill/Carrboro School District					Orange County School District				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Elementary	0.56%	0.65%	-0.23%	-0.88%	-0.47%	0.91%	0.84%	-0.02%	-0.04%	0.26%
Middle	0.19%	-0.07%	-1.50%	-2.10%	-1.77%	0.28%	0.37%	-0.67%	-0.72%	-0.15%
High	0.16%	0.03%	-1.44%	-2.15%	-2.09%	0.21%	0.21%	-0.98%	-1.06%	0.98%

E. Student / Housing Generation Rate(No Change)Pg. 40

SCHOOL ADEQUATE PUBLIC FACILITIES ORDINANCE STATUS

(Based on future year Student Membership Projections)

CHAPEL HILL/CARRBORO SCHOOL DISTRICT

Elementary School Level

- Does not currently exceed 105% LOS standard (current LOS is 82.2%).
- The projected growth rate at this level is expected to increase, but remain negative over the next 10 years (average ~ -0.47% per year compared to -1.37% over the past 10 years).
- Similar to last year, projections are not showing a need for an additional Elementary School in the 10-year projection period.

Middle School Level

- Does not currently exceed 107% LOS standard (current LOS is 95%).
- The projected growth rate at this level is expected to decrease over the next 10 years (average ~ -1.77% compared to an average of 0.21% over the past 10 years).
- Similar to last year, projections are not showing a need for an additional Middle School in the 10-year projection period.

High School Level

- Does not currently exceed the 110% LOS standard (current LOS is 99.4%).
- The projected growth rate at this level is expected to decrease over the next 10 years (average ~ -2.09% compared to 0.61% over the past 10 years).
- Similar to last year, projections are not showing a need to expand Carrboro High School from the initial capacity of 800 students to the ultimate capacity of 1,200 students in the 10-year projection period.

ORANGE COUNTY SCHOOL DISTRICT

Elementary School Level

- A. Does not currently exceed 105% LOS standard (current LOS is 91%).
- B. The projected growth rate at this level is expected to increase over the next 10 years (average ~ 0.26% compared to -0.98% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Elementary School in the 10-year projection period.

Middle School Level

- A. Does not currently exceed 107% LOS standard (current LOS is 73.8%).
- B. The projected growth rate at this level is expected to increase, but remain negative over the next 10 years (average ~ -0.15% compared to -0.25% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Middle School in the 10-year projection period.

High School Level

- A. Does not currently exceed 110% LOS standard (current LOS is 84.6%).
- B. The projected growth rate at this level is expected to increase over the next 10 years (average ~ 0.98% compared to 0.83% over the past 10 years).
- C. Similar to last year, projections are not showing a need for additional High School in the 10-year projection period.

ADDITIONAL INFORMATION

Pre-K Students

In recent years, Pre-K enrollment has been a topic of discussion with both school districts. At this time, SAPFO has not been amended to include Pre-K in the membership and capacity numbers. However, Pre-K numbers and impacts continue to be monitored by the SAPFOTAC. Pre-K students for each district is as follows:

	Chapel Hill-Carrboro City Schools	Orange County Schools
School Year	Number of Students	Number of Students
2019-20	267	144
2020-21	208	86
2021-22	222	125
2022-23	295	101

Charter and Private Schools

Currently, there are two Charter Schools located in the Town of Hillsborough. Charter student membership for these two schools is as follows:

	Eno River Academy	The Expedition School
School Year	Number of Students	Number of Students
2017-18	542	326
2018-19	655 (+113)	355 (+29)
2019-20	715 (+60)	365 (+10)
2020-21	747 (+32)	365*
2021-22	751 (+4)	
2022-23	777 (+26)	

**The Expedition School reached full capacity of 365 students in 2019-20*

Charter and private schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity numbers are not included in future projections. SAPFO projections are used for projecting only public school capacity/construction needs. However, the SAPFO Technical Advisory Committee does monitor charter and private schools and their effect on student enrollment in both school districts. If a charter or private school were to close and a spike were to be realized in school enrollment, the student projections would likely accelerate the need for additional capacity in future years, but likely still within an appropriate time for CIP planning. Charter Schools are also monitored by the Department of Public Instruction (DPI) which provides pupil information, based on data received from Charter Schools located in Orange County, to the County for funding purposes. The County budgeted for charter schools as follows:

	Chapel Hill-Carrboro City Schools	Orange County Schools
Fiscal Year	Number of Students	Number of Students
2017-18	162	617
2018-19	155 (-7)	769 (+152)
2019-20	169 (+14)	843 (+74)
2020-21	166 (-3)	885 (+42)
2021-22	156 (-10)	919 (+34)
2022-23	205 (+49)	951 (+32)

Although charter and private schools numbers are not collected for SAPFO purposes, impacts due to enrollment at these schools are accounted for in SAPFO process with the annual reporting of student membership and growth rates contained in the 10-year student projections.

Future Residential Development

Proposed growth is not included in the SAPFO projection system until actual students begin enrollment. The Certificate of Adequate Public Schools (CAPS) test is conducted during the approval process at a certain stage. Once students are enrolled in a school year, through annual reporting of student membership numbers, 10-year student projections can be updated to display future capacity needs in time to efficiently plan for future school capacity/construction requests. The SAPFOTAC continue to monitor and evaluate the demand and growth of residential development throughout Orange County as well as its effect on student membership rates. Below is a list of larger residential projects and the potential number of students from these projects which may have an impact in the short term. Please note, the City of Mebane is not a party to the SAPFO agreement and therefore does not require that CAPS (Certificate of Adequate Public Schools) be issued prior to development approvals. As a result, the expected number of students is based on unit type and bedroom count estimates.

Residential Project	Jurisdiction	Proposed Total Units	Expected Number of Students
Collins Ridge Phase 1	Hillsborough	672	Elementary: 84 Middle: 45 High: 57
Weavers Grove	Chapel Hill	235	Elementary: 44 Middle: 18 High: 20
Stagecoach Corner	Mebane	35	Elementary: 9 Middle: 5 High: 6

Bowman Village/Bowman Place	Mebane	177	Elementary: 48 Middle: 23 High: 30
The Townes of Oakwood Square	Mebane	88	Elementary: 5 Middle: 4 High: 5
Tupelo Junction I	Mebane	181	Elementary: 49 Middle: 24 High: 31
Tupelo Junction II	Mebane	207	Elementary: 56 Middle: 27 High: 35
Oakwood Subdivision	Mebane	409	Elementary: 110 Middle: 53 High: 70

School Renovation and Expansion

The Schools Adequate Public Facilities Ordinance (SAPFO) student projections illustrate when the adopted level of service capacities are forecasted to be met and/or exceeded in anticipation of Capital Improvement Plan (CIP) planning and the construction of a new school. Both school districts continue planning efforts to renovate and expand existing facilities to address school capacity needs in a more feasible way. Additional capacity resulting from school renovations and expansions will be added to the projection models in stages, once funding is approved, versus the addition of greater capacity when a new school is constructed and completed. The renovation and expansion to existing facilities may delay construction of new schools further into the future, depending on how and how much capacity is added to the system. Decisions on the timing of reconstruction (i.e. capacity additions) funding would be directly linked to the SAPFO model at the appropriate time.

ORANGE COUNTY, NC
SCHOOLS ADEQUATE PUBLIC
FACILITIES ORDINANCE

**PREPARED BY A STAFF COMMITTEE: PLANNING DIRECTORS,
SCHOOL REPRESENTATIVES, TECHNICAL ADVISORY COMMITTEE
(SAPFOTAC)**

**(PURSUANT TO PROVISIONS OF A MEMORANDUM OF
UNDERSTANDING ADOPTED IN 2002 & 2003)
(ORDINANCES ADOPTED IN JULY 2003)**

**Annual Report
2023
(BASED ON NOVEMBER 2022 DATA)**

CERTIFIED BY THE BOCC ON MAY X, 2023

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2023 SAPFOTAC Executive Summary

I. Base Memorandum of Understanding

A. Level of Service(No Change).....Pg. 1

	<i>Chapel Hill/Carrboro School District</i>	<i>Orange County School District</i>
<i>Elementary</i>	105%	105%
<i>Middle</i>	107%	107%
<i>High</i>	110%	110%

B. Building Capacity and Membership(Change).....Pg. 2

	<i>Chapel Hill/Carrboro School District</i>			<i>Orange County School District</i>		
	Capacity	Membership	Change from Prior Year	Capacity	Membership	Change from Prior Year
<i>Elementary</i>	5664	4657	- 81	3361	3059	+36
<i>Middle</i>	2944	2798	- 4	2166	1598	-58
<i>High</i>	3975	3950	+10	2939	2487	+15

C. Membership Date – November 15.....(No Change).....Pg. 17

II. Annual Update to SAPFO System

A. Capital Investment Plan (CIP)(No Change).....Pg. 18

B. Student Membership Projection Methodology(No Change).....Pg. 19 The average of 3, 5, and 10-year history/cohort survival, linear and arithmetic projection models.

C. Student Membership Projections(Change).....Pg. 29

Analysis of 5 Years of Projections for 2022-2023 School Year – Chapel Hill/Carrboro City Schools

(The first column for each year includes the student membership projection made for 2022-2023 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2022-2023 Membership									
	Actual 2022 Membership	2017-2018		2018-2019		2019-2020		2020-2021		2021-2022	
Elementary	4657	5504	H847	5498	H841	5367	H710	4708	H51	4582	L75
Middle	2798	2881	H83	2943	H145	2992	H194	2830	H32	2742	L56
High	3950	4028	H78	4037	H87	4085	H135	3915	L35	3908	L42

Analysis of 5 Years of Projections for 2022-2023 School Year – Orange County Schools

(The first column for each year includes the student membership projection made for 2022-2023 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2022-2023 Membership									
	Actual 2022 Membership	2017-2018		2018-2019		2019-2020		2020-2021		2021-2022	
Elementary	3059	3228	H169	3321	H262	3320	H261	2994	L65	3000	L59
Middle	1598	1682	H84	1710	H112	1713	H115	1611	H13	1622	H24
High	2487	2517	H30	2426	H61	2433	L54	2367	L120	2508	H21

D. Student Membership Growth Rate(Change).....Pg. 37

Projected Average Annual Growth Rate Over Next 10 Years										
	Chapel Hill/Carrboro School District					Orange County School District				
Year Projection Made:	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Elementary	0.56%	0.65%	-0.23%	-0.88%	-0.47%	0.91%	0.84%	-0.02%	-0.04%	0.26%
Middle	0.19%	-0.07%	-1.50%	-2.10%	-1.77%	0.28%	0.37%	-0.67%	-0.72%	-0.15%
High	0.16%	0.03%	-1.44%	-2.15%	-2.09%	0.21%	0.21%	-0.98%	-1.06%	0.98%

E. Student / Housing Generation Rate(No Change).....Pg. 40

SCHOOL ADEQUATE PUBLIC FACILITIES ORDINANCE STATUS

(Based on future year Student Membership Projections)

CHAPEL HILL/CARRBORO SCHOOL DISTRICT

Elementary School Level

- A. Does not currently exceed 105% LOS standard (current LOS is 82.2%).
- B. The projected growth rate at this level is expected to increase, but remain negative over the next 10 years (average ~ -0.47% per year compared to -1.37% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Elementary School in the 10-year projection period.

Middle School Level

- A. Does not currently exceed 107% LOS standard (current LOS is 95%).
- B. The projected growth rate at this level is expected to decrease over the next 10 years (average ~ -1.77% compared to an average of 0.21% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Middle School in the 10-year projection period.

High School Level

- A. Does not currently exceed the 110% LOS standard (current LOS is 99.4%).
- B. The projected growth rate at this level is expected to decrease over the next 10 years (average ~ -2.09% compared to 0.61% over the past 10 years).
- C. Similar to last year, projections are not showing a need to expand Carrboro High School from the initial capacity of 800 students to the ultimate capacity of 1,200 students in the 10-year projection period.

ORANGE COUNTY SCHOOL DISTRICT

Elementary School Level

- A. Does not currently exceed 105% LOS standard (current LOS is 91%).
- B. The projected growth rate at this level is expected to increase over the next 10 years (average ~ 0.26% compared to -0.98% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Elementary School in the 10-year projection period.

Middle School Level

- A. Does not currently exceed 107% LOS standard (current LOS is 73.8%).
- B. The projected growth rate at this level is expected to increase, but remain negative over the next 10 years (average ~ -0.15% compared to -0.25% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Middle School in the 10-year projection period.

High School Level

- A. Does not currently exceed 110% LOS standard (current LOS is 84.6%).
- B. The projected growth rate at this level is expected to increase over the next 10 years (average ~ 0.98% compared to 0.83% over the past 10 years).
- C. Similar to last year, projections are not showing a need for additional High School in the 10-year projection period.

ADDITIONAL INFORMATION

Pre-K Students

In recent years, Pre-K enrollment has been a topic of discussion with both school districts. At this time, SAPFO has not been amended to include Pre-K in the membership and capacity numbers. However, Pre-K numbers and impacts continue to be monitored by the SAPFOTAC. Pre-K students for each district is as follows:

	Chapel Hill-Carrboro City Schools	Orange County Schools
School Year	Number of Students	Number of Students
2019-20	267	144
2020-21	208	86
2021-22	222	125
2022-23	295	101

Charter and Private Schools

Currently, there are two Charter Schools located in the Town of Hillsborough. Charter student membership for these two schools is as follows:

	Eno River Academy	The Expedition School
School Year	Number of Students	Number of Students
2017-18	542	326
2018-19	655 (+113)	355 (+29)
2019-20	715 (+60)	365 (+10)
2020-21	747 (+32)	365*
2021-22	751 (+4)	
2022-23	777 (+26)	

**The Expedition School reached full capacity of 365 students in 2019-20*

Charter and private schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity numbers are not included in future projections. SAPFO projections are used for projecting only public school capacity/construction needs. However, the SAPFO Technical Advisory Committee does monitor charter and private schools and their effect on student enrollment in both school districts. If a charter or private school were to close and a spike were to be realized in school enrollment, the student projections would likely accelerate the need for additional capacity in future years, but likely still within an appropriate time for CIP planning. Charter Schools are also monitored by the Department of Public Instruction (DPI) which provides pupil information, based on data received from Charter Schools located in Orange County, to the County for funding purposes. The County budgeted for charter schools as follows:

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Although charter and private schools numbers are not collected for SAPFO purposes, impacts due to enrollment at these schools are accounted for in SAPFO process with the annual reporting of student membership and growth rates contained in the 10-year student projections.

Future Residential Development

Proposed growth is not included in the SAPFO projection system until actual students begin enrollment. The Certificate of Adequate Public Schools (CAPS) test is conducted during the approval process at a certain stage. Once students are enrolled in a school year, through annual reporting of student membership numbers, 10-year student projections can be updated to display future capacity needs in time to efficiently plan for future school capacity/construction requests. The SAPFOTAC continue to monitor and evaluate the demand and growth of residential development throughout Orange County as well as its effect on student membership rates. Below is a list of larger residential projects and the potential number of students from these projects which may have an impact in the short term. Please note, the City of Mebane is not a party to the SAPFO agreement and therefore does not require that CAPS (Certificate of Adequate Public Schools) be issued prior to development approvals. As a result, the expected number of students is based on unit type and bedroom count estimates.

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School Renovation and Expansion

The Schools Adequate Public Facilities Ordinance (SAPFO) student projections illustrate when the adopted level of service capacities are forecasted to be met and/or exceeded in anticipation of Capital Improvement Plan (CIP) planning and the construction of a new school. Both school districts continue planning efforts to renovate and expand existing facilities to address school capacity needs in a more feasible way. Additional capacity resulting from school renovations and expansions will be added to the projection models in stages, once funding is approved, versus the addition of greater capacity when a new school is constructed and completed. The renovation and expansion to existing facilities may delay construction of new schools further into the future, depending on how and how much capacity is added to the system. Decisions on the timing of reconstruction (i.e. capacity additions) funding would be directly linked to the SAPFO model at the appropriate time.

Orange County, NC School Adequate Public Facilities Ordinance

Introduction

The Schools Adequate Public Facilities Ordinance (SAPFO) and its Memorandum of Understanding are ordinances and agreements, respectively. Supporting documents are anticipated to be dynamic to incorporate the annual changing conditions of membership, capacity and student projections that may affect School Capital Investment Plan (CIP) timing. This formal annual report will be forthcoming to all of the Schools Adequate Public Facilities Ordinance partners each year as new information is available.

This updated information is used in the schools capital needs process of the Capital Investment Plan (Process 1) and within elements of the Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) spreadsheet system (Process 2).

This report and any comments from the Schools Adequate Public Facilities Ordinance partners will be considered in the first half of each year by the Board of County Commissioners at a regular or special meeting. The various elements of the report are then “certified” and formally considered in the process of the upcoming Capital Investment Plan. The Certificate of Adequate Public Schools system is updated after November 15 when data is received from the school districts with actual membership and pre-certified capacity (i.e. CIP capacity or prior “joint action” capacity changes).

The Schools Adequate Public Facilities Ordinance and Memorandum of Understanding have dynamic aspects. The derivation of the baseline and update to the variables will continue in the future as a variety of school related issues are fine-tuned by technical and policy groups.

The primary facet of this report includes the creation of mathematical projections for student memberships by school levels (Elementary, Middle and High) and by School Districts (Chapel Hill/Carrboro and Orange County). This information is found in Section II, Subsections B, C, D, and E.

In summary, this report serves as an update to the dynamic conditions of student membership and school capacity which affect future projected needs considered in Capital Investment Planning.

Interested parties may make their comments known to the Board of County Commissioners prior to their review of the report and school CIP completion or ask questions of the SAPFOTAC members.

Schools Adequate Public Facilities Ordinance Partners

Annual Report as Outlined in

Schools Adequate Public Facilities Ordinance Memorandum

of Understanding (SAPFO MOU)

Section 1d

Respectfully Submitted to Schools Adequate Public Facilities

Ordinance Partners

Chapel Hill-Carrboro City School District SAPFO	Orange County School District SAPFO
Board of County Commissioners	Board of County Commissioners
Carrboro Town Council	Hillsborough Board of Commissioners
Chapel Hill Town Council	
Chapel Hill-Carrboro School Board	Orange County School Board

Planning Directors/School Representatives Technical Advisory Committee (aka SAPFOTAC)

Town of Carrboro
Trish McGuire, Planning Director
301 West Main Street
Carrboro, NC 27510

Town of Chapel Hill
Britany Waddell, Planning and Development Services Director
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Chapel Hill, North Carolina 27514

Town of Hillsborough
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Orange County
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Orange County School District
Monique Felder, Superintendent
200 E. King Street
Hillsborough, NC 27278

Chapel Hill-Carrboro City School District
Nyah Hamlett, Superintendent
750 Merritt Mill Road
Chapel Hill, NC 2751

I. Base Memorandum of Understanding

A. Level of Service

1. **Responsible Entity for Suggesting Change** – Change can only be effectuated by amendment to Memorandum of Understanding (MOU) by all SAPFO partners.
2. **Definition** – Level of Service (LOS) means the amount (level) of students that can be accommodated (served) at a certain school system grade group [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)].

3. <i>Standard for:</i>			<i>Standard for:</i>		
Chapel Hill-Carrboro City School District			Orange County School District		
Elementary	Middle	High School	Elementary	Middle	High School
105%	107%	110%	105%	107%	110%

4. **Analysis of Existing Conditions:**
- | Chapel Hill-Carrboro City School District | Orange County School District |
|--|--|
| These standards are acceptable at this time. | These standards are acceptable at this time. |

5. **Recommendation:**
- | Chapel Hill-Carrboro City School District | Orange County School District |
|---|--------------------------------|
| No change from above standard. | No change from above standard. |

B. Building Capacity and Membership

1. **Responsible Entity for Suggesting Change** – The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) will receive requested changes that are CIP related and adopted in the prior year. CIP capacity changes will be updated along with actual membership received in November of each year. Other changes will be sent to a ‘Joint Action Committee’ of the BOCC and Board of Education, as noted in the MOU, who will make recommendations and forward changes (on the specific forms with justification) to the full Board of County Commissioners for review and action. These non-CIP changes would be updated in the upcoming November CAPS system recalibration and included in the SAPFOTAC report.
2. **Definition** – For purposes of this Memorandum, "building capacity" will be determined by reference to State guidelines and the School District guidelines (consistent with CIP School Construction Guidelines/policies developed by the School District and the Board of County Commissioners) and will be determined by a joint action of the School Board and the Orange County Board of Commissioners. As used herein the term "building capacity" refers to permanent buildings. Mobile classrooms and other temporary student accommodating classroom spaces are not permanent buildings and may not be counted in determining the school districts building capacity.

3. **Standard for:**

Chapel Hill-Carrboro City School District

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Chapel Hill-Carrboro School District April 29, 2002 - Base) Capacity changes were made each year as follows:

2003: Increase of 619 at Rashkis Elementary.
2004: No changes at Elementary, Middle, or High School levels.

Standard for:

Orange County School District

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Orange County School District April 30, 2002 - Base) Capacity changes were made each year as follows:

2003: No net increase in capacity at Elementary level. No changes at Middle School level.
Increase of 1,000 at Cedar Ridge High School.

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2005: No changes at Elementary, Middle, or High School levels.

2006: No changes at Elementary, Middle, or High School levels.

2007: An increase of 800 at the High School level with the opening of Carrboro High School.

2008: An increase of 323 at the Elementary School level due to the opening of Morris Grove Elementary School and the implementation of the 1:21 class size ratio in grades K-3

2009: No changes at Elementary, Middle, or High School levels.

2010: An increase in capacity of 40 students at the High School level with Phoenix Academy High School becoming official high school within the district

2011: No changes at Elementary, Middle, or High School levels.

2012: No changes at Elementary, Middle, or High School levels.

2013: An increase in capacity of 585 students due to the opening of Northside Elementary School.

2014: An increase in capacity of 104 students due to the opening of the Culbreth Middle School addition.

2015: No changes at Elementary, Middle, or High School levels.

2016: No changes at Elementary, Middle, or High School levels.

2004: No net increase in capacity at Elementary level. No changes at Middle or High School levels.

2005: An increase in capacity of 100 at Hillsborough Elementary with the completion of renovations.

2006: An increase in capacity of 700 at the Middle School level with the completion of Gravelly Hill Middle School and an increase of 15 at the High School level with the temporary location of Partnership Academy Alternative School. An increase of 2 at the Elementary level due to a change in the capacity calculation for each grade at each school.

2007: No changes at Elementary, Middle, or High School levels.

2008: A decrease of 228 at the Elementary School level due to the implementation of the 1:21 class size ratio in grades K-3 and an increase of 25 at the High School level with the completion of the new Partnership Academy Alternative School.

2009: No changes at Elementary, Middle, or High School levels.

2010: No changes at Elementary, Middle, or High School levels.

2011: No changes at Elementary, Middle, or High School levels.

2012: No changes at Elementary or Middle School levels. A decrease of 119 at High School level as a result of a N.C. Department of Public Instruction (DPI) study.

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2017: A decrease in capacity of 165 students due to the implementation of the 1:20 class size ratio in grades K-3.

2018: No changes at Elementary, Middle or High School levels.

2019: No changes at Elementary, Middle, or High School levels.

2020: Increase of 100 seats at the High School level due to renovations at Chapel Hill High School. No changes at Elementary or Middle School levels.

2021: No changes at Elementary, Middle, or High School levels.

2022: No changes at Elementary, Middle, or High School levels.

4. *Analysis of Existing Conditions:*

Chapel Hill-Carrboro City School District

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners

2013: No changes at Elementary, Middle, or High School levels.

2014: No changes at Elementary, Middle, or High School levels.

2015: No changes at Elementary, Middle, or High School levels.

2016: No changes at Elementary, Middle, or High School levels.

2017: A decrease in capacity of 333 students due to the implementation of the 1:20 class size ratio in grades K-3.

2018: No changes at Elementary, Middle, or High School levels.

2019: No changes at Elementary, Middle, or High School levels.

2020: No changes at the Elementary, Middle, or High School levels.

2021: Increase of 500 seats at the High School level due to the Cedar Ridge High School addition. No changes at Elementary or Middle School levels.

2022: No changes at Elementary, Middle, or High School levels.

Analysis of Existing Conditions:

Orange County School District

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners each year.

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each year. The requested 2022-2023 capacity is noted on Attachment I.B.4

5. *Recommendation:*

Chapel Hill-Carrboro City School District

Accept school capacities at all levels, as reported by CHCCS and shown in Attachment I.B.4.

The requested 2022-2023 capacity is noted on Attachment I.B.3

Recommendation:

Orange County School District

Accept school capacities at all levels, as reported by OCS and shown in Attachment I.B.3.

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2021 - November 14, 2022

Capacity and Membership Submittal Date: November 15, 2021

Elementary School	Square Feet	2017-2018 Requested Capacity	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
River Park	70,812	565	565	502	502	502		557	111.0%
Central	52,492	455	455	428	428	428		299	69.9%
Efland	64,316	497	497	455	455	455		482	105.9%
Grady Brown	74,016	544	544	490	490	490		411	83.9%
Hillsborough	51,106	471	471	420	420	420		422	100.5%
New Hope	100,164	586	586	526	526	526		533	101.3%
Pathways	85,282	576	576	540	540	540		319	59.1%
Total	498,188	3,694	3,694	3,361	3,361	3,361		3,023	89.9%

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.
 2. During the 2021-2022 school year, the Orange County Schools opened the OCS Online Academy as alternative learning option for students in grades K-12 as a result of the COVID-19 global pandemic. The membership counts for November 15, 2021 include the online students who are still assigned a base physical school within the district as these students have the opportunity to return to their assigned school during the school year. Physical classroom capacities must be reserved in order to ensure these students are able to return to their assigned school without space limitations. The membership counts for these online students as of November 15, 2021 are: Total 173 students in Elementary (68), Middle (48), and High (57).

Justification:

Capacity and Membership Certification:

 Superintendent 11/18/21 Date

 BOCC Chair 12/14/21 Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Orange County Schools

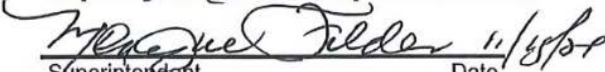
SAPFO CAPS Year: November 15, 2021 - November 14, 2022

Capacity and Membership Submittal Date: November 15, 2021

Middle School	Square Feet	2017-2018 Requested Capacity	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
A.L.	136,000	740	740	740	740	740		654	88.4%
Orange	107,620	726	726	726	726	726		540	74.4%
Gravelly Hill	123,000	700	700	700	700	700		462	66.0%
Total	366,620	2,166	2,166	2,166	2,166	2,166		1,656	76.5%

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. During the 2021-2022 school year, the Orange County Schools opened the OCS Online Academy as alternative learning option for students in grades K-12 as a result of the COVID-19 global pandemic. The membership counts for November 15, 2021 include the online students who are still assigned a base physical school within the district as these students have the opportunity to return to their assigned school during the school year. Physical classroom capacities must be reserved in order to ensure these students are able to return to their assigned school without space limitations. The membership counts for these online students as of November 15, 2021 are: Total 173 students in Elementary (68), Middle (48), and High (57).

Justification:
Capacity and Membership Certification:


 Superintendent Date 11/18/21


 BOEC Chair Date 12/14/21

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2021 - November 14, 2022

Capacity and Membership Submittal Date: November 15, 2021

High School	Square Feet	2017-2018 Requested Capacity	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Cedar Ridge	256,900	1,000	1,000	1,000	1,000	1,500	3	1,065	71.0%
Orange	213,509	1,399	1,399	1,399	1,399	1,399		1,373	98.1%
Partnership	6,600	40	40	40	40	40		34	85.0%
Total	477,009	2,439	2,439	2,439	2,439	2,939		2,472	84.1%

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. During the 2021-2022 school year, the Orange County Schools opened the OCS Online Academy as alternative learning option for students in grades K-12 as a result of the COVID-19 global pandemic. The membership counts for November 15, 2021 include the online students who are still assigned a base physical school within the district as these students have the opportunity to return to their assigned school during the school year. Physical classroom capacities must be reserved in order to ensure these students are able to return to their assigned school without space limitations. The membership counts for these online students as of November 15, 2021 are: Total 173 students in Elementary (68), Middle (48), and High (57).

Justification: 3. The capacity at Cedar Ridge High School has increased from 1,000 students to 1,500 students due to the opening of a new 50,000 square foot classroom addition. This increases the total square footage from 206,900 to 256,900 square feet.

Capacity and Membership Certification:

 11/18/21
Superintendent Date

 12/14/21
BOCC Chair Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2021 - November 14, 2022

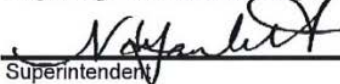
Capacity and Membership Submittal Date: November 15, 2021

Elementary School	Square Feet	2017-2018 Requested Capacity	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Carrboro	60,832	533	518	518	518	518		494	95.4%
Ephesus	66,952	448	436	436	436	436		341	78.2%
Estes Hills	56,299	527	516	516	516	516		353	68.4%
FP Graham	66,689	538	522	522	522	522		507	97.1%
Glenwood	50,764	423	412	412	412	412		422	102.4%
McDougle	98,000	564	548	548	548	548		462	84.3%
Morris Grove	90,221	585	568	568	568	568		461	81.2%
Northside	99,500	585	568	568	568	568		380	66.9%
Rashkis	95,729	585	568	568	568	568		419	73.8%
Scroggs	90,980	575	558	558	558	558		395	70.8%
Seawell	52,896	466	450	450	450	450		504	112.0%
Total	828,862	5,829	5,664	5,664	5,664	5,664		4,738	83.7%

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity and Membership Certification:

 11/15/2021
Superintendent Date

 12/14/21
BOCC Chair Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2021 - November 14, 2022

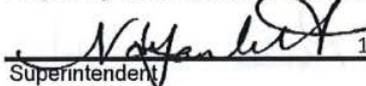
Capacity and Membership Submittal Date: November 15, 2021

Middle School	Square Feet	2017-2018 Requested Capacity	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Culbreth	122,467	774	774	774	774	774		668	86%
McDougle	136,221	732	732	732	732	732		754	103%
Phillips	109,498	706	706	706	706	706		661	94%
Smith	128,764	732	732	732	732	732		719	98%
Total	496,950	2,944	2,944	2,944	2,944	2,944		2,802	95.2%

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity and Membership Certification:

 11/15/2021
Superintendent Date

 12/14/21
BOCC Chair Date

**Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and
Change Request Form**

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2021 - November 14, 2022

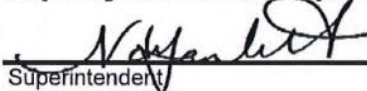
Capacity and Membership Submittal Date: November 15, 2021

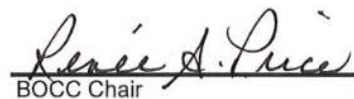
High School	Square Feet	2017-2018 Requested Capacity	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Carrboro	148,023	800	800	800	800	800		849	106%
Chapel Hill	241,111	1,520	1,520	1,520	1,620	1,620		1,515	94%
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,484	98%
Phoenix Acad.	5,207	40	40	40	40	40		92	230%
Total	654,210	3,875	3,875	3,875	3,975	3,975		3,940	99.1%

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification: At Phoenix Academy, 57 of the 90 students are in our Virtual Learning Academy; only 33 students attend in person; 33/40 is 82.5%.

Capacity and Membership Certification:

 11/15/2021
Superintendent Date

 12/14/21
BOCC Chair Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2022 - November 14, 2023

Capacity and Membership Submittal Date: November 15, 2022

Elementary School	Square Feet	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	2022-2023 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
River Park	70,812	565	565	502	502	502		561	111.8%
Central	52,492	455	455	428	428	428		296	69.2%
Efland Cheeks	64,316	497	497	455	455	455		522	114.7%
Grady Brown	74,016	544	544	490	490	490		415	84.7%
Hillsborough	51,106	471	471	420	420	420		428	101.9%
New Hope	100,164	586	586	526	526	526		528	100.4%
Pathways	85,282	576	576	540	540	540		309	57.2%
Total	498,188	3,694	3,694	3,361	3,361	3,361		3,059	91.0%

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity and Membership Certification:

Monique Felder
Monique Felder (Nov 23, 2022 09:11 EST)

Nov 23, 2022

Superintendent

Date

James H. R. Bedford
BOCC Chair

Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2022 - November 14, 2023

Capacity and Membership Submittal Date: November 15, 2022

Middle School	Square Feet	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	2022-2023 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
A.L. Stanback	136,000	740	740	740	740	740		644	87.0%
Orange Middle	107,620	726	726	726	726	726		524	72.2%
Gravelly Hill	123,000	700	700	700	700	700		430	61.4%
Total	366,620	2,166	2,166	2,166	2,166	2,166		1,598	73.8%

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity and Membership Certification:

Monique Felder
Monique Felder (Nov 23, 2022 09:11 EST)

Superintendent

Nov 23, 2022

Date

Janeth R. Bedford
BOCC Chair

Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Orange County Schools

SAPFO CAPS Year: November 15, 2022 - November 14, 2023

Capacity and Membership Submittal Date: November 15, 2022

High School	Square Feet	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	2022-2023 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Cedar Ridge	256,900	1,000	1,000	1,000	1,500	1,500	*	1,111	74.1%
Orange	213,509	1,399	1,399	1,399	1,399	1,399		1,342	95.9%
Partnership	6,600	40	40	40	40	40		34	85.0%
Total	477,009	2,439	2,439	2,439	2,939	2,939		2,487	84.6%

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification: 2021-22 addition to Cedar Ridge added 50,000 square feet and 500 seats.

Capacity and Membership Certification:

Monique Felder
Monique Felder (Nov 23, 2022 03:11 EST)

Nov 23, 2022

Superintendent

Date

James R. Bedford
BOCC Chair

Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2022 - November 14, 2023

Capacity and Membership Submittal Date: November 15, 2022

Elementary School	Square Feet	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	2022-2023 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Carrboro	60,832	533	518	518	518	518		484	93.4%
Ephesus	66,952	448	436	436	436	436		355	81.4%
Estes Hills	56,299	527	516	516	516	516		332	64.3%
FP Graham	66,689	538	522	522	522	522		513	98.3%
Glenwood	50,764	423	412	412	412	412		430	104.4%
McDougle	98,000	564	548	548	548	548		474	86.5%
Morris Grove	90,221	585	568	568	568	568		427	75.2%
Northside	99,500	585	568	568	568	568		373	65.7%
Rashkis	95,729	585	568	568	568	568		421	74.1%
Scroggs	90,980	575	558	558	558	558		379	67.9%
Seawell	52,896	466	450	450	450	450		469	104.2%
Total	828,862	5,829	5,664	5,664	5,664	5,664		4,657	82.2%

Special Note(s): 1 For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity and Membership Certification:


Superintendent Date


BOCC Chair Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2022 - November 14, 2023

Capacity and Membership Submittal Date: November 15, 2022

Middle School	Square Feet	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	2022-2023 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Culbreth	122,467	774	774	774	774	774		658	85%
McDougle	136,221	732	732	732	732	732		756	103%
Phillips	109,498	706	706	706	706	706		614	87%
Smith	128,764	732	732	732	732	732		770	105%
Total	496,950	2,944	2,944	2,944	2,944	2,944		2,798	95.0%

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity and Membership Certification:

 11/18/22
Superintendent Date


BOCC Chair Date

Schools Adequate Public Facilities Ordinance (SAPFO) Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools

SAPFO CAPS Year: November 15, 2022 - November 14, 2023

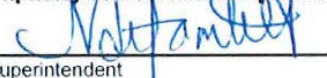
Capacity and Membership Submittal Date: November 15, 2022

High School	Square Feet	2018-2019 Requested Capacity	2019-2020 Requested Capacity	2020-2021 Requested Capacity	2021-2022 Requested Capacity	2022-2023 Requested Capacity	Justification Footnote #	Membership (referenced school year)	Percentage of Capacity/Level of Service
Carrboro	148,023	800	800	800	800	800		864	108%
Chapel Hill	241,111	1,520	1,520	1,620	1,620	1,620		1,601	99%
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,446	95%
Phoenix Acad.	5,207	40	40	40	40	40		39	98%
Total	654,210	3,875	3,875	3,975	3,975	3,975		3,950	99.4%

Special Note(s): 1. For the November 15, 2002 base year the Board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

Justification:

Capacity and Membership Certification:

 11/18/22
Superintendent Date


BOCC Chair Date

C. Membership Date

1. ***Responsible Entity for Suggesting Change*** – Change can be effectuated only by amendment to Memorandum of Understanding (MOU) by all SAPFO partners. The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) may advise if a change in date would improve the reporting or timeliness of the report.
2. ***Definition*** – The date at which student membership is calculated. This date is updated each year and also serves as the basis for projections along with the history from previous years. “For purposes of this Memorandum, the term "school membership" means the actual number of students attending school as of November 15 of each year. The figure is determined by considering the number of students enrolled (i.e. registered, regardless of whether a student is no longer attending school) and making adjustments for withdrawals, dropouts, deaths, retentions and promotions. Students who are merely absent from class on the date membership is determined as a result of sickness or some other temporary reason are included in school membership figures. Each year the School District shall transmit its school membership to the parties to this agreement no later than five (5) school days after November 15.
3. ***Standard for:***

Chapel Hill-Carrboro City School District	Standard for:
November 15 of each year	Orange County School District
	November 15 of each year
4. ***Analysis of Existing Conditions:***

This will be analyzed in the future years to determine if it is an exemplary date.
5. ***Recommendation:***

Chapel Hill-Carrboro City School District	Recommendation:
No change at this time.	Orange County School District
	No change at this time.

II. Annual Update to Schools Adequate Public Facilities Ordinance System

A. Capital Investment Plan (CIP)

1. ***Responsible Entity for Suggesting Change*** – The updating of this section will be conducted by the Board of County Commissioners (BOCC) after review of the CIP requests from the School Districts. Action regarding CIP programs usually occurs during the BOCC budget Public Hearing process in the winter and spring of each year. The development of the CIP considers the conditions noted in the SAPFOTAC report released in the same CIP development year including LOS (level of service), capacity, and membership projections.
2. ***Definition*** – The process and resultant program to determine school needs and provide funding for new school facilities through a variety of funding mechanisms.
3. ***Standard for:***

Chapel Hill-Carrboro City School District	Orange County School District
Not Applicable	Not Applicable
4. ***Analysis of Existing Conditions:***

The MOU outlines a system of implementing the SAPFO, including issuing Certificates of Adequate Public Schools (CAPS) to new development if capacity is available. The Requests for CAPS will be evaluated using the most recently adopted Capital Investment Plan. A new Capital Investment Plan is currently under development for approval prior to June 30, 2023.
5. ***Recommendation:***

Not subject to staff review

B. Student Membership Projection Methodology

1. **Responsible Entity for Suggesting Change** – This section is reviewed and recommended by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) to the BOCC for change, if necessary.
2. **Definition** – The method(s) by which student memberships are calculated for future years to determine total membership at each combined school level (Elementary, Middle, and High School) which take into consideration historical membership totals at a specific time (November 15) in the school year. These methods are also known as ‘models’.

3. **Standard for:**

Chapel Hill-Carrboro City School District

Standard for:

Orange County School District

Presently, the average of five models is being used: namely 3, 5, and 10-year history/cohort survival methods, Orange County Planning Department Linear Wave, and Tischler Linear methods. Attachment II.B.1 includes a description of each model.

4. **Analysis of Existing Conditions:**

Performance of the models is monitored each year. The value of a projection model is in its prediction of school level capacities at least three years in advance of capacity shortfalls so the annual Capital Investment Plan (CIP) updates can respond proactively with siting, design, and construction. Attachment II.B.1 includes a description of each model. Attachment II.B.3 shows the performance of the models for the 2022-23 school year from the prior year projection.

5. **Recommendation:**

Analysis on the accuracy of the results is showing that some models have better results in one district while others have better results in the other district. The historic growth rate is recorded by the models, but projected future growth is more difficult to accurately quantify. In all areas of the county, proposed growth is not included in the SAPFO projection system until actual students begin enrollment. The system is updated in November of each year, becoming part of the historical projection base.

STUDENT MEMBERSHIP PROJECTIONS

PROJECTION TYPE	DESCRIPTION / CHARACTERISTICS	FORMULA	ASSUMPTIONS
Tischler Linear (OCS & CHCCS)	Mathematical formula, straight line projection	$y = ((c^x)b^x) + b$ y=projected population; c=historical annual change; b=base year; x= projection years	Historical growth is reflected in projected growth
OCP Linear Wave (OCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI + 5(n)) = EYM$ $EYM * \%SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; increase in BYI of 5 every other year reflects increases in housing growth; reflects buildout constraints
OCP Linear Wave (CHCCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI - 15(n)) = EYM$ $EYM * \%SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; decrease in BYI of 15 until school year 2010-2011 reflects decreases in housing growth; reflects buildout constraints
3-Year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 3 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = K_{n-1} + (K_{n-1} * 0.01)$ n=1 $a = (\sum G_n / g_{n-1}) / 3$ n=3 $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
5 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 5 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = K_{n-1} + (K_{n-1} * 0.01)$ n=1 $a = (\sum G_n / g_{n-1}) / 5$ n=5 $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
10 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 10 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = K_{n-1} + (K_{n-1} * 0.01)$ n=1 $a = (\sum G_n / g_{n-1}) / 10$ n=10 $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year

**Orange County School District
School Membership 2021-2022 School Year (November 13, 2021)**

	11/13/20 Actual 2020-21	2021 Report Projection for 2021-22	11/15/21 Actual 2021-22	Change between actual Nov 2020 - Nov 2021
Elementary	3047		3023	- 24
Model			Projection is	
T		3036	H13	
OCP		3128	H105	
10C		2968	L55	
5C		2966	L57	
3C		2960	L63	
Average		3011	L12	
	11/13/20		11/15/21	
Middle	1654		1656	+2
Model			Projection is	
T		1648	L 8	
OCP		1683	H27	
10C		1630	L 26	
5C		1613	L 43	
3C		1598	L 58	
Average		1634	L 22	
	11/13/20		11/15/21	
High	2381		2472	+91
Model			Projection is	
T		2372	L100	
OCP		2306	L166	
10C		2387	L85	
5C		2372	L100	
3C		2389	L83	
Average		2365	L107	
Totals	11/13/20		11/15/21	
Elementary	3047		3023	
Middle	1654		1656	
High	<u>2381</u>		<u>2472</u>	
Total	7082		7151	+69
Model			Projection is	
T		7056	L95	
OCP		7117	L34	
10C		6985	L166	
5C		6951	L200	
3C		6947	L204	
Average		7010	L141	

H means High
L means Low

**Orange County School District
School Membership 2021-2022 School Year (November 13, 2021)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were mixed, ranging from 63 students below to 105 students above actual membership. On average, the projections were 12 students below actual membership.
- The membership actually decreased by 24 students between November 15, 2020 and November 14, 2021.

Middle School Level

- Projections were mixed, ranging from 58 students below to 27 students above actual membership. On average, the projections were 22 students below actual membership.
- The membership actually increase by 2 students between November 15, 2020 and November 14, 2021.

High School Level

- Projections were all low, ranging from 166 students to 83 students below actual membership. On average, the projections were 107 students below actual membership.
- The membership actually increased by 91 students between November 15, 2020 and November 14, 2021.

TOTAL

- The totals of all school level projections were all low, ranging from 34 to 204 students below actual membership. On average, the projections were 141 students below actual membership.
- The membership increased in total by 69 students, which is the sum of -24 at Elementary, +2 at Middle, and +91 at High.

Chapel Hill-Carrboro City School District
School Membership 2021-2022 School Year (November 13, 2021)

	11/14/20 Actual 2020-21	2021 Report Projection for 2021-22	11/15/21 Actual 2021-22	Change between actual Nov 2020 - Nov 2021
Elementary	4893		4738	- 155
Model			Projection is	
T		4885	H147	
OCP		5085	H347	
10C		4732	L6	
5C		4695	L43	
3C		4644	L94	
Average		4808	H70	
	11/14/20		11/15/21	
Middle	2917		2802	-115
Model			Projection is	
T		2912	H110	
OCP		2890	H88	
10C		2860	H58	
5C		2859	H57	
3C		2846	H44	
Average		2874	H72	
	11/14/20		11/15/21	
High	3932		3940	+ 8
Model			Projection is	
T		3926	L14	
OCP		3796	L144	
10C		3925	L15	
5C		3939	L1	
3C		3933	L7	
Average		3904	L36	
Totals	11/13/20		11/15/21	
Elementary	4893		4738	
Middle	2917		2802	
High	<u>3932</u>		<u>3940</u>	
Total	11,742		11,480	- 262
Model			Projection is	
T		11,723	H243	
OCP		11,771	H291	
10C		11,517	H37	
5C		11,493	H13	
3C		11,423	H57	
Average		11,586	H106	

H means High

L means Low

**Chapel Hill-Carrboro City School District
School Membership 2021-2022 School Year (November 13, 2021)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were all mixed ranging from 94 students below to 347 students above actual membership. On average, the projections were 70 students higher than the actual membership.
- The actual membership decreased by 155 students between November 15, 2020 and November 14, 2021.

Middle School Level

- Projections were all high, ranging from 44 students to 110 students above actual membership. On average, the projections were 72 students higher than the actual membership.
- The actual membership decreased by 115 students between November 15, 2020 and November 14, 2021.

High School Level

- Projections were all low, ranging from 1 students to 144 students below actual membership. On average, the projections were 36 students below actual membership.
- The actual membership increased by 8 students between November 15, 2020 and November 14, 2021.

TOTAL

- The totals of all school level projections were all high, ranging from 13 students to 291 students above actual membership. On average, the projections were 106 students higher than the actual membership.
- The membership decreased in total by 262 students, which is the sum of -155 at Elementary, -115 at Middle, and +8 at High.

Orange County School District
School Membership 2022-2023 School Year (November 15, 2022)

	11/15/21 Actual 2021-22	2022 Report Projection for 2022-23	11/15/22 Actual 2022-23	Change between actual Nov 2021 - Nov 2022
Elementary	3023		3059	+ 36
Model			Projection is	
T		3012	L47	
OCP		3015	L44	
10C		2997	L62	
5C		2995	L64	
3C		2983	L76	
Average		3000	L59	
	11/15/21		11/15/22	
Middle	1656		1598	- 58
Model			Projection is	
T		1650	H52	
OCP		1652	H54	
10C		1613	H15	
5C		1598	0	
3C		1597	L1	
Average		1622	H24	
	11/15/21		11/15/22	
High	2472		2487	+15
Model			Projection is	
T		2436	L51	
OCP		2469	L18	
10C		2526	H39	
5C		2527	H40	
3C		2554	H67	
Average		2508	H21	
Totals	11/15/21		11/15/22	
Elementary	3023		3059	
Middle	1656		1598	
High	<u>2472</u>		<u>2487</u>	
Total	7151		7144	-7
Model			Projection is	
T		7098	L46	
OCP		7136	L8	
10C		7136	L8	
5C		7120	L24	
3C		7134	L10	
Average		7130	L14	

H means High
L means Low

**Orange County School District
School Membership 2022-2023 School Year (November 15, 2022)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were low, ranging from 44 students to 76 students below actual membership. On average, the projections were 59 students below actual membership.
- The membership actually increased by 36 students between November 15, 2021 and November 14, 2022.

Middle School Level

- Projections were mixed, ranging from 1 student below to 54 students above actual membership. On average, the projections were 24 students above actual membership.
- The membership actually decreased by 58 students between November 15, 2021 and November 14, 2022.

High School Level

- Projections were mixed, ranging from 51 students below to 67 students above actual membership. On average, the projections were 21 students above actual membership.
- The membership actually increased by 15 students between November 15, 2021 and November 14, 2022.

TOTAL

- The totals of all school level projections were all low, ranging from 8 to 46 students below actual membership. On average, the projections were 14 students below actual membership.
- The membership decreased in total by 7 students, which is the sum of +36 at Elementary, -58 at Middle, and +15 at High.

**Chapel Hill-Carrboro City School District
School Membership 2022-2023 School Year (November 15, 2022)**

	11/15/21 Actual 2021-22	2022 Report Projection for 2022-23	11/15/22 Actual 2022-23	Change between actual Nov 2021 - Nov 2022
Elementary	4738		4657	- 81
Model			Projection is	
T		4710	H53	
OCP		4619	L38	
10C		4557	L100	
5C		4526	L131	
3C		4496	L161	
Average		4582	L75	
Middle	2802		2798	- 4
Model			Projection is	
T		2786	L12	
OCP		2753	L45	
10C		2736	L62	
5C		2729	L69	
3C		2709	L89	
Average		2742	L56	
High	3940		3950	+ 10
Model			Projection is	
T		3917	L33	
OCP		3840	L110	
10C		3918	L32	
5C		3940	L10	
3C		3924	L26	
Average		3908	L42	
Totals	11,15/21		11/15/22	
Elementary	4738		4657	
Middle	2802		2798	
High	<u>3940</u>		<u>3950</u>	
Total	11,480		11,405	- 75
Model			Projection is	
T		11,413	H8	
OCP		11,212	L193	
10C		11,211	L194	
5C		11,195	L210	
3C		11,129	L276	
Average		11,232	L173	

H means High
L means Low

**Chapel Hill-Carrboro City School District
School Membership 2022-2023 School Year (November 15, 2022)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T) ORANGE COUNTY PLANNING (OCP)	10-YEAR COHORT (10C) 5-YEAR COHORT (5C) 3-YEAR COHORT (3C)

Elementary School Level

- Projections were mixed ranging from 161 students below to 53 students above actual membership. On average, the projections were 75 students below the actual membership.
- The actual membership decreased by 81 students between November 15, 2021 and November 14, 2022.

Middle School Level

- Projections were low, ranging from 12 students to 89 students above below membership. On average, the projections were 56 students below the actual membership.
- The actual membership decreased by 4 students between November 15, 2021 and November 14, 2022.

High School Level

- Projections were low, ranging from 10 students to 110 students below actual membership. On average, the projections were 42 students below actual membership.
- The actual membership increased by 10 students between November 15, 2021 and November 14, 2022.

TOTAL

- The totals of all school level projections were mixed, ranging from 276 students below to 8 students above actual membership. On average, the projections were 173 students below the actual membership.
- The membership decreased in total by 75 students, which is the sum of -81 at Elementary, -4 at Middle, and +10 at High.

C. Student Membership Projections

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for annual report certifications. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.

2. **Definition** – The result of the average of the five student projection models represented by 10 year numerical membership projections by school level (Elementary, Middle, and High) for each school district (Chapel Hill-Carrboro City School District and Orange County School District).

3. **Standard for:**

Chapel Hill-Carrboro City School District

The 5 model average discussed in Section II.B (Student Projection Methodology). See Attachment II.C.4

Standard for:

Orange County School District

The 5 model average discussed in Section II.B (Student Projection Methodology). See Attachment II.C.3

4. **Analysis of Existing Conditions**

The membership figures and percentage growth on the attachments show a decrease and negative growth rate for all three school levels for both districts in the 10-year projection period. Attachment II.C.3 and Attachment II.C.4 show year-by-year percent growth and projected level of service (LOS). The projection models were updated using current (November 15, 2022) memberships. Ten years of student membership were projected thereafter.

Chapel Hill-Carrboro City School District

Elementary

The previous year (2021-22) projections for November 2022 at this level were underestimated by 75 students. The actual membership decreased by 81 students. Over the previous ten years, this level has experienced a decrease in eight out of the following nine school years, including this year. Growth rates during the past ten years have ranged from -8.76% to +1.45%. The district's eleventh elementary school, Northside Elementary School, opened in 2013. Capacity was decreased in 2017-18 due to changes in class size averages for kindergarten to third grade by the

Section II

North Carolina State Legislature. The need for an additional elementary school is not anticipated in the 10-year projection period.

Middle

The previous year (2021-22) projections for November 2022 for this level were underestimated by 56 students. The actual membership decreased by 4 students. Over the previous ten years, this level has shown varying increases and decreases. Growth rates during this time period have ranged from -4.17% to +3.78%. Capacity was increased in 2014-15 with the opening of the Culbreth Middle School science wing. The need for an additional middle school is not anticipated in the 10-year projection period.

High School

The previous year (2021-22) projections for November 2022 for this level were underestimated by 42 students. The actual membership increased by 10 students. Over the previous ten years, this level has experienced decreases in membership in only four of the last ten years. Growth rates during this time period have ranged from -0.90 to +4.39%. The need for additional high school capacity at Carrboro High School is not anticipated in the 10-year projection period.

Orange County School District

Elementary

The previous year (2021-22) projections for November 2022 at this level were underestimated by 59 students. Actual membership increased by 36 students. Over the previous ten years, this level experienced varying increases and decreases. . Growth rates during this period have ranged from -5.72% to +1.81%. Capacity was decreased in 2017-18 due to changes in class size averages for kindergarten to third grade by the North Carolina State Legislature. The need for an additional Elementary School is not anticipated in the 10-year projection period.

Middle

The previous year (2021-22) projections for November 2022 for this level were overestimated by 24 students. The actual membership decreased by 58 students. Over the previous ten years, this level has experienced varying increases and decreases. . Growth rates during this period have ranged from -6.18% to +3.74%. The need for an additional Middle School is not anticipated in the 10-year projection period.

High School

The previous year (2021-22) projections for November 2022 for this level were overestimated by 21 students. The actual membership increased by 15 students. This school level has experienced

Section II

decreases in five out of the ten previous school years. Growth rates during this period ranged from -3.93% to 4.58%. In 2012-13 student membership increased by 32 while capacity decreased by 119 at Orange County High School as a result of a N.C. Department of Public Instruction (DPI) study. The need for an additional high school is not anticipated in the 10-year projection period.

5. Recommendation:

Use statistics as noted in 3 above

Cedar Ridge High School adding 500 seats.

Capacity decrease due to change in class size ratios per House Bill 12 (K-3 average class size ratios are 1:20 as directed by State legislative action)

CHCCS Student Projections (1)

Additional 104 new seats at Culbreth Middle School

CHCCS Student Projections (1)

0.20% 0.20%

100 seats added to CHHS for the
2020-2021 school year

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Elementary																				
	School Year	2013-13	2013-14	2014-15	2014-16	2014-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2027-28	2028-29	2030-31	2031-32	2033-33
1. Total		3,403	3,433	3,739	3,733	3,733	3,733	3,726	3,733	3,647	3,737	3,670	3,655	3,618	3,697	3,776	3,855	3,884	3,884	3,862
2. Teacher (2)																				
3. DC Planning																				
4. 1 Year Growth																				
5. 3 Year Growth																				
6. Average																				
7. Annual Growth, Percent (Decrease in Actual & Projected Membership)		4.6%	35	114%	69	24%	1.69%	27	31	104%	244	38	40	393%	304%	307%	306%	308%	310%	313%
8. Capacity - 125% Level of Service		3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694
9. Number of Students, Actual and Projected, Over (Under) 100% LOS		2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694
10. 1 Year Growth																				
11. 3 Year Growth																				
12. Average																				
13. Annual Growth, Percent (Decrease in Actual & Projected Membership)		4.6%	35	114%	69	24%	1.69%	27	31	104%	244	38	40	393%	304%	307%	306%	308%	310%	313%
14. Capacity - 125% Level of Service		3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694
15. Number of Students, Actual and Projected, Over (Under) 100% LOS		2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694
16. 1 Year Growth																				
17. 3 Year Growth																				
18. Average																				
19. Annual Growth, Percent (Decrease in Actual & Projected Membership)		4.6%	35	114%	69	24%	1.69%	27	31	104%	244	38	40	393%	304%	307%	306%	308%	310%	313%
20. Capacity - 125% Level of Service		3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694
21. Number of Students, Actual and Projected, Over (Under) 100% LOS		2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694
22. 1 Year Growth																				
23. 3 Year Growth																				
24. Average																				
25. Annual Growth, Percent (Decrease in Actual & Projected Membership)		4.6%	35	114%	69	24%	1.69%	27	31	104%	244	38	40	393%	304%	307%	306%	308%	310%	313%
26. Capacity - 125% Level of Service		3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694	3,694
27. Number of Students, Actual and Projected, Over (Under) 100% LOS		2,694	2,694	2,694																

OCS Student Projections(1)

[illegible]

OCS Student Projections (1)

[illegible][illegible]

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[illegible]

(1) It is reported that the two effects for November 17, July 2008 of membership are outlined in by the School Manager's letter. It does not include LHS students attending via mobile JCR.

(2) The Finance Manager provides the "Leave matrix" projections for both CHCS and CCS. Original projections used in prior year projection model included the "leave transposition method" for CHC.

Annual growth rate calculated using actual memberships for years 2015/16 through 2022/23 and average membership for years 2023/24 through 2025/26

D. Student Membership Growth Rate

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) each year and referred to the BOCC for annual report certification. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. **Definition** – The annual percentage growth rate calculated from the projections resulting from the average of the five models represented by 10-year numerical membership projections by school level for each school district. This does not represent the year-by-year growth rate that may be positive or negative, but rather the average of the annual anticipated growth rates over the next 10 years.

3. *Standard for:*

Chapel Hill-Carrboro City School District

See Attachment II.D.2

4. *Analysis of Existing Conditions:*

Chapel Hill-Carrboro City School District

The membership figures and percentage growth on the attachments show continued growth at each school level within the system. Projected Average Annual Growth Rate over next ten years:

School Level	Year Projection Made				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Elementary	0.56%	0.65%	-0.23%	-0.88%	-0.47%
Middle	0.19%	-0.07%	-1.50%	-2.10%	-1.77%
High	0.16%	0.03%	-1.44%	-2.15%	-2.09%

5. *Recommendation:*

Chapel Hill-Carrboro City School District

Use statistics as noted.

Standard for:

Orange County School District

See Attachment II.D.2

Analysis of Existing Conditions:

Orange County School District

The membership figures and percentage growth on the attachments show continued growth at each school level within the system. Projected Average Annual Growth Rate over next ten years:

School Level	Year Projection Made				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Elementary	0.91%	0.84%	-0.02%	-0.04%	0.26%
Middle	0.28%	0.37%	-0.67%	-0.72%	-0.15%
High	0.21%	0.21%	-0.98%	-1.06%	0.98%

Recommendation:

Orange County School District

Use statistics as noted.

Attachment II.D.1 – Orange County and Chapel Hill-Carrboro City Student Growth Rates (Chart dates from 2022-2032 based on 11/13/21 membership numbers) (2021-22)

2021-2022

Orange County Student Projections

Elementary

School Year	2021-2022 (actual)	2022- 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032
Membership	3,023	3,000	2,982	2,948	2,926	2,934	2,949	2,962	2,977	2,994	3,011
Average % Increase		-0.74%	-0.62%	-1.14%	-0.74%	0.26%	0.51%	0.45%	0.52%	0.57%	0.56%

Middle

School Year	2021-2022 (actual)	2022- 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032
Membership	1,656	1,622	1,610	1,599	1,592	1,575	1,541	1,522	1,526	1,533	1,539
Average % Increase		-2.04%	-0.74%	-0.71%	-0.39%	-1.11%	-2.12%	-1.23%	0.23%	0.47%	0.41%

High School

School Year	2021-2022 (actual)	2022- 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032
Membership	2,472	2,508	2,466	2,438	2,358	2,315	2,321	2,297	2,272	2,254	2,222
Average % Increase		1.46%	-1.69%	-1.14%	-3.25%	-1.85%	0.27%	-1.05%	-1.07%	-0.80%	-1.43%

Chapel Hill/Carrboro Student Projections

Elementary

School Year	2021-2022 (actual)	2022- 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032
Membership	4,738	4,582	4,505	4,411	4,321	4,271	4,281	4,292	4,304	4,322	4,333
Average % Increase		-3.30%	-1.66%	-2.10%	-2.03%	-1.15%	0.24%	0.25%	0.29%	0.40%	0.27%

Middle

School Year	2021-2022 (actual)	2022- 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032
Membership	2,802	2,742	2,654	2,581	2,516	2,484	2,385	2,296	2,246	2,256	2,264
Average % Increase		-2.13%	-3.22%	-2.77%	-2.48%	-1.29%	-3.98%	-3.75%	-2.15%	0.42%	0.38%

High School

School Year	2021-2022 (actual)	2022- 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032
Membership	3,940	3,908	3,860	3,801	3,723	3,586	3,515	3,439	3,338	3,258	3,169
Average % Increase		-0.82%	-1.22%	-1.53%	-2.05%	-3.69%	-1.97%	-2.17%	-2.93%	-2.40%	-2.74%

2022-2023

School Year	2022-2023 (actual)	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032	2032- 2033
Membership	3,059	3,063	3,044	3,025	3,037	3,051	3,068	3,085	3,105	3,121	3,138
Average % Increase		0.13%	-0.64%	-0.60%	0.38%	0.48%	0.55%	0.57%	0.64%	0.52%	0.55%

Middle

School Year	2022-2023 (actual)	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032	2032- 2033
Membership	1,598	1,588	1,578	1,584	1,584	1,565	1,544	1,551	1,556	1,564	1,574
Average % Increase		-0.60%	-0.65%	0.38%	-0.02%	-1.20%	-1.33%	0.44%	0.31%	0.52%	0.64%

High School

School Year	2022-2023 (actual)	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032	2032- 2033
Membership	2,487	2,446	2,420	2,352	2,291	2,299	2,293	2,278	2,287	2,268	2,254
Average % Increase		-1.63%	-1.08%	-2.79%	-2.62%	0.33%	-0.24%	-0.64%	0.38%	-0.84%	-0.62%

Chapel Hill/Carrboro Student Projections

Elementary		2022-2023 (actual)	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032	2032- 2033
School Year		4,657	4,581	4,495	4,410	4,370	4,374	4,384	4,394	4,411	4,426	4,439
Membership												
Average % Increase			-1.63%	-1.87%	-1.90%	-0.89%	0.08%	0.24%	0.22%	0.39%	0.33%	0.30%

Middle

School Year	2022-2023 (actual)	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032	2032- 2033
Membership	2,798	2,710	2,631	2,577	2,538	2,452	2,360	2,319	2,322	2,331	2,338
Average % Increase		-3.16%	-2.89%	-2.06%	-1.54%	-3.37%	-3.76%	-1.74%	0.13%	0.39%	0.32%

High School

School Year	2022-2023 (actual)	2023- 2024	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030	2030- 2031	2031- 2032	2032- 2033
Memberships	3,950	3,914	3,862	3,797	3,676	3,596	3,524	3,430	3,356	3,273	3,197
Average % Increase		-0.92%	-1.33%	-1.66%	-3.19%	-2.19%	-1.99%	-2.68%	-2.14%	-2.48%	-2.31%

E. Student / Housing Generation Rate

1. ***Responsible Entity for Suggesting Change*** – The updating of this section will be conducted by Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for certification.
Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. ***Definition*** – Student generation rate refers to the number of public school students per housing unit constructed in each school district, as defined in the Student Generation Rate Study completed by TisherBise on October 28, 2014. Housing units include single-family detached, single family attached/duplex, multifamily, and manufactured homes.
3. ***Standard for:***

Chapel Hill-Carrboro City School District See Attachment II.E.1	Standard for: Orange County School District See Attachment II.E.1
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4. ***Analysis of Existing Conditions:***

At the January 2014 SAPFOTAC meeting, members discussed the increased number of students generated in both school districts from new development, particularly multifamily housing. The SAPFOTAC recommended further evaluation of the adopted Student Generation Rates and the impacts the number of bedrooms a particular housing type may have on student generation rates. As a result, Orange County entered into a contract with TischlerBise to update the student generation rate analysis. The new student generation rates were approved on May 19, 2015 and are shown in Attachment II.E.1. New rates from the 2014 Student Generation Rates for Orange County Schools and Chapel Hill-Carrboro School District Report are based on an inventory of recently built units from January 1, 2004 to December 31, 2013.

It should be noted that students are generated from new housing as well as from existing housing where new families have moved in. The CAPS system estimates new development impacts and associated student generation, but it is important to understand that student increases are a composite of both of these factors. This effect can be dramatic and can vary greatly between areas and districts where either new

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housing is dominant or new families move into a large inventory of existing housing stock.

5. *Recommendation:*

No change at this time.

TischlerBise Student Generation Rates – 2014

Chapel Hill/Carrboro Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.61	0.84	1.13	0.84
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.27	0.42		0.38
Multifamily/Other	0.11	0.47		0.18
Manufactured Home	0.268	0.86		0.78
Weight Average for Chapel Hill/Carrboro School District				0.49

Orange County Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.35	0.57	0.57	0.44
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.07	0.17		0.15
Multifamily/Other	0.08	0.67		0.17
Manufactured Home	0.67	0.47		0.52
Weight Average for Orange County School District				0.37

Source: Student Generation Rates for Orange County School District and Chapel Hill-Carrboro School District, TischlerBise, October 28, 2014
Revised May 7, 2015

III. Flowchart of Schools Adequate Public Facilities Ordinance Process

Abstract: The Schools Adequate Public Facilities Ordinance process has two distinct components:

A. Capital Investment Plan (CIP) (Process 1)

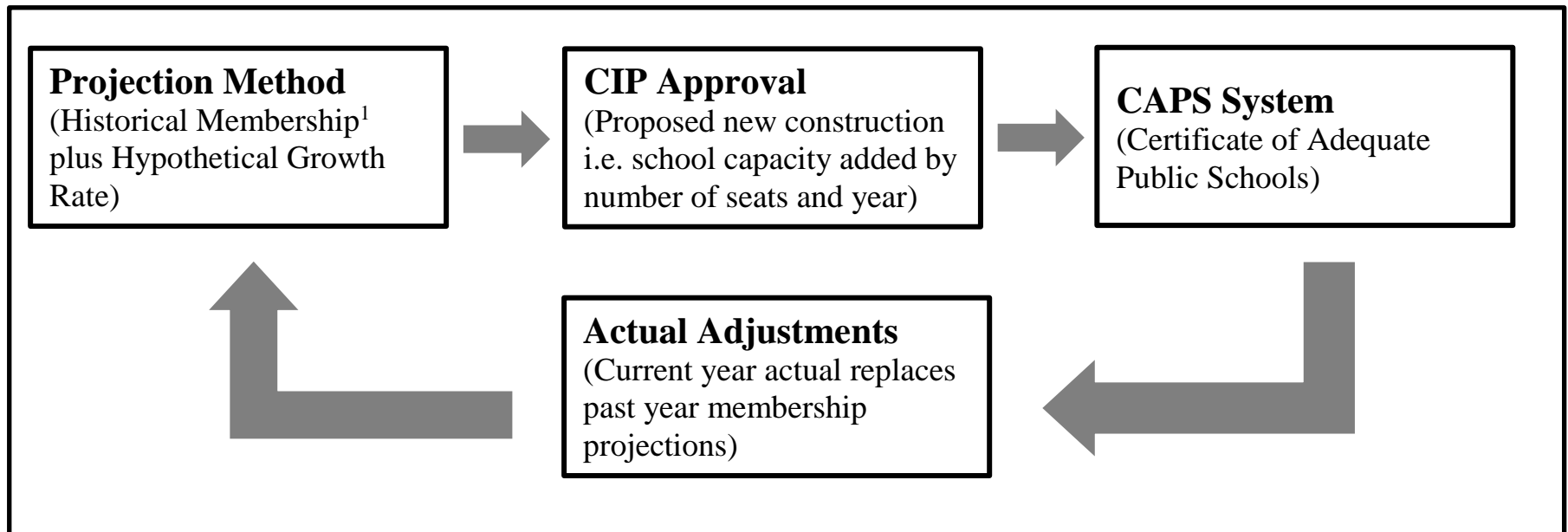
Timeframe: In November of each year, Student Membership and Building Capacity is transmitted from the school districts to the Orange County Board of Commissioners for consideration and approval and used in the following years CIP (e.g. November 15, 2022 membership numbers used to develop a CIP to be considered for adoption in June 2023).

Process Framework

1. SAPFOTAC projects future student membership from historical data, current membership and hypothetical growth rates from established methodologies.
2. School Districts and BOCC compare projections to existing capacity and proposed Capital Investment Plan.
3. SAPFOTAC forwards data and projections to all SAPFO partners.
4. School Districts develop Capital Investment Plan Needs Assessment during this process
5. The Capital Investment Plan work sessions and Public Hearings are conducted by the BOCC in the spring of each year.
6. The adoption of CIP that sets forth monies and timeframe for school construction (future capacity) by BOCC.

School Adequate Public Facilities Ordinance

Process 1 - Capital Investment Planning (CIP)



¹Historical Membership is a product of students generated from: (1) pre-existing/approved undeveloped lots where new housing is built, (2) existing housing stock with new families/children, and (3) newly approved housing development (in the future this component will be known as CAPS approved development).

²The only part of the CAPS System (i.e., computer spreadsheet subdivision tracking) that receives data from the Process 1 CIP includes the actual membership (November 15 of preceding CIP year) and new school capacity amount (seats) in a specific year pursuant to the CIP.

B. Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) Update (Process 2)

Timeframe: The CAPS system is updated approximately November 15 of each year when the school districts report actual membership and ‘pre-certified’ capacity, whether it is CIP associated or prior ‘joint action’ agreement. ‘Joint action’ determinations of changes in capacity due to State rules or other non-construction related items are anticipated to be done prior to the November 15 capacity and membership reporting date. This update may reflect the Board of County Commissioners action on the earlier year Capital Investment Plan (CIP) as it affects capacity and addition of new actual fall membership. The Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) stays in effect until the following year – (e.g.: November 15, 2005 to November 14, 2006).

New development is originally logged for a certain year. As the CAPS system is updated, each CAPS projection year is ‘absorbed’ by the actual estimate of a given year. Later year CAPS projections of the same development remain in the future year CAPS system accordingly. For example, if a 50-lot subdivision is issued a CAPS, 15 lots may be assigned to “Year 1,” 10 lots to “Year 2,” 10 lots to “Year 3,” 10 lots to “Year 4,” and 5 lots to “Year 5.” When “Year 1” is updated, the students generated from the 15 lots are absorbed by the actual estimate. The students generated in “Years 2, 3, 4, and 5” are held in the CAPS system and added to the appropriate year when the CAPS system is updated.

The City of Mebane is not a party to the SAPFO and does not require that CAPS be issued prior to approving development activities. Increasing development within this area of the county has the potential to encumber a significant portion of the available capacity within the Orange County School District. Although the SAPFO system is not formally regulated in Mebane, staff monitors development activity and when students enter the school system, their enrollment is calculated and used in future school projection needs.

Please note that the two processes (CIP and CAPS) are on separate, but parallel tracks. However, the CIP does create a crossover of capacity information between the two processes. For example, the SAPFO system for both school districts that will be established / initiated /

Section III

certified each year in November and is based on prior year created and/or planned CIP capacity and current school year membership. The SAPFOTAC report including new current year membership and projections are to be used for upcoming CIP development as noted in Process 1.

CIP Process 1 (for CIP 2023 - 2033)

November 2021 – June 2022 (using 2022 SAPFOTAC Report)

SAPFO CAPS Process 2 (for SAPFO System 2023 – 2024)

November 2022 - November 2023

School Adequate Public Facilities Ordinance

Process 2 - Certificate of Adequate Public Schools (CAPS) Allocation

2023 CAPS system is effective November 15, 2022 through November 14, 2023.

The system is updated with new membership, CIP capacity changes, and any other BOCC/School District joint action approved capacity prior to November 15, 2022. This information is received within 5 days of November 15 and posted within the next 15 days. This CAPS system recalibration is retroactive to November 15, 2022.

CAPS Allocation System

1. Certified Capacity
2. LOS Capacity
3. Actual Membership
4. Year Start Available Capacity
5. Ongoing Current Available Capacity (includes available capacity decreases from approved CAPS development by year)
6. CAPS approved development
 - a. Total units
 - b. Single Family¹
 - c. Other Housing¹

CAPS System²

$$AC = SC - (ADM + ND1 + ND2 + \dots)$$

$AC \geq 0$ - Issue CAPS

$AC < 0$ - Defer CAPS to later date

¹ Student Generation Rates from CAPS housing type create future membership estimate. Please note that this CAPS membership future estimate is different than the projection based on historical data and projection models used in the CIP process 1. This estimate only captures new development impact, which is the component that the SAPFO can regulate.

² AC – Available Capacity - Starts at Annual Update Capacity and reduces as CAPS approved development is entered into the system.
SC – Certified School Level Capacity
ADM – Average Daily Membership
ND – New Development; ND1 means first approved CAPS approved development

CHCCS Student Projections (1) (4)

Elementary																					
School Year	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Actual	5,543	5,554	5,541	5,501	5,567	5,522	5,471	5,363	4,893	4,738	4,657										
Tischler (2)												4,624	4,591	4,558	4,525	4,492	4,459	4,426	4,393	4,360	4,327
OC Planning												4,588	4,515	4,450	4,386	4,338	4,294	4,243	4,229	4,201	4,165
10 Year Growth												4,582	4,490	4,394	4,371	4,407	4,451	4,496	4,541	4,586	4,632
5 Year Growth												4,561	4,452	4,337	4,300	4,328	4,371	4,415	4,459	4,504	4,549
3 Year Growth												4,550	4,428	4,310	4,270	4,303	4,346	4,389	4,433	4,477	4,522
Average												4,581	4,495	4,410	4,370	4,374	4,384	4,394	4,411	4,426	4,439
Annual Change - Increase (Decrease) in Actual & Projected Membership)	79	11	(13)	(40)	66	(45)	(51)	(108)	(470)	(155)	(81)	(157)	(86)	(85)	(39)	3	11	9	17	15	13
Capacity - 100% Level of Service (LOS)	5,244	5,829	5,829	5,829	5,829	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664	5,664
Number of Students, Actual and Projected, Over (Under) 100% LOS	299	(275)	(288)	(328)	(262)	(142)	(193)	(301)	(771)	(926)	(1,007)	(1,083)	(1,169)	(1,254)	(1,294)	(1,290)	(1,280)	(1,270)	(1,253)	(1,238)	(1,225)
Capacity - 105% Level of Service (LOS)	5,506	6,120	6,120	6,120	6,120	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947	5,947
Number of Students, Actual and Projected, Over (Under) 105% LOS	37	(566)	(579)	(619)	(553)	(425)	(476)	(584)	(1,054)	(1,209)	(1,290)	(1,366)	(1,452)	(1,537)	(1,577)	(1,574)	(1,563)	(1,553)	(1,536)	(1,522)	(1,508)
Actual - % Level of Service	105.7%	95.3%	95.1%	94.4%	95.5%	97.5%	96.6%	94.7%	86.4%	83.7%	82.2%										
Average - % Level of Service												80.9%	79.4%	77.9%	77.2%	77.2%	77.4%	77.6%	77.9%	78.1%	78.4%
Annual Student Growth Rate (3)	1.45%	0.20%	-0.23%	-0.72%	1.20%	-0.81%	-0.92%	-1.97%	-8.76%	-3.17%	-1.71%	-1.63%	-1.87%	-1.90%	-0.89%	0.08%	0.24%	0.22%	0.39%	0.33%	0.30%

Elementary School #11 opens with 585 seats

Capacity decrease due to change in class size ratios per House Bill 13 (K-3 average class size ratios are 1:20 as directed by State legislative action)

(1) It is important to note that this reflects the November 15, 2022 date of membership as outlined in by the Schools Adequate Public Facilities Ordinance. It does not include CHCCS students attending the Hospital School.
(2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projectio
2032-33

(4) Class sizes for grades K-3 = 1:23 for school years 2000 through 2007-08. In accordance with 2005 School Collaboration Work Group direction, effective the 2008-2009 school year with the opening of CHCCS Elementary #10, K-3 class sizes are 1:21 as directed by past State legislative actio

CHCCS Student Projections (1)

Middle																					
School Year	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Actual	2,785	2,858	2,861	2,844	2,829	2,833	2,933	3,044	2,917	2,802	2,798										
Tischler (2)												2,778	2,758	2,739	2,719	2,699	2,679	2,659	2,639	2,620	2,600
OC Planning												2,742	2,674	2,612	2,551	2,501	2,454	2,435	2,436	2,436	2,427
10 Year Growth												2,685	2,591	2,535	2,503	2,394	2,275	2,230	2,245	2,267	2,290
5 Year Growth												2,683	2,587	2,529	2,490	2,372	2,235	2,176	2,182	2,204	2,226
3 Year Growth												2,660	2,547	2,472	2,425	2,293	2,156	2,095	2,106	2,127	2,149
Average												2,710	2,631	2,577	2,538	2,452	2,360	2,319	2,322	2,331	2,338
Annual Change - Increase (Decrease) in Actual & Projected Membership)	32	73	76	(17)	(15)	4	100	111	(127)	(115)	(4)	(92)	(78)	(54)	(40)	(86)	(92)	(41)	3	9	7
Capacity - 100% Level of Service	2,840	2,840	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944
Number of Students, Actual and Projected, Over (Under) 100% LOS	(55)	18	(83)	(100)	(115)	(111)	(11)	100	(27)	(142)	(146)	(234)	(313)	(367)	(406)	(492)	(584)	(625)	(622)	(613)	(606)
107% Level of Service	3,039	3,039	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150
Number of Students, Actual and Projected, Over (Under) 107% LOS	(254)	(181)	(289)	(306)	(321)	(317)	(217)	(106)	(233)	(348)	(352)	(440)	(519)	(573)	(613)	(698)	(790)	(831)	(828)	(819)	(812)
Actual - % Level of Service	98.1%	100.6%	97.2%	96.6%	96.1%	96.2%	99.6%	103.4%	99.1%	95.2%	95.0%										
Average - % Level of Service												92.0%	89.4%	87.5%	86.2%	83.3%	80.2%	78.8%	78.9%	79.2%	79.4%
Annual Student Growth Rate (3)	1.16%	2.62%	0.10%	-0.59%	-0.53%	0.14%	3.53%	3.78%	-4.17%	-3.94%	-0.14%	-3.16%	-2.89%	-2.06%	-1.54%	-3.37%	-3.76%	-1.74%	0.13%	0.39%	0.32%

Additional 104 new seats at Culbreth Middle School

(1) It is important to note that this reflects the November 15, 2022 date of membership as outlined in by the Schools Adequate Public Facilities
(2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projectio
(3) Annual growth rate calculated using actual membership for years 2011-12 through 2022-23 and average membership for years 2023-24 through 2032-33

CHCCS Student Projections (1)

High																					
School Year	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Actual	3,796	3,764	3,730	3,701	3,762	3,927	3,932	3,940	3,932	3,940	3,950										
Tischler (2)												3,922	3,894	3,866	3,838	3,810	3,782	3,754	3,726	3,698	3,670
OC Planning												3,860	3,770	3,686	3,606	3,539	3,476	3,425	3,403	3,389	3,396
10 Year Growth												3,923	3,879	3,819	3,670	3,578	3,498	3,376	3,282	3,171	3,065
5 Year Growth												3,938	3,895	3,837	3,680	3,580	3,499	3,371	3,264	3,135	3,009
3 Year Growth												3,925	3,869	3,779	3,588	3,471	3,365	3,222	3,105	2,970	2,845
Average												3,914	3,862	3,797	3,676	3,596	3,524	3,430	3,356	3,273	3,197
Annual Change - Increase (Decrease) in Actual & Projected Membership)	82	(32)	(66)	(29)	61	165	5	8	(8)	8	10	(26)	(52)	(64)	(121)	(80)	(72)	(95)	(74)	(83)	(76)
Capacity - 100% Level of Service	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875
Number of Students, Actual and Projected, Over (Under) 100% LOS	(79)	(111)	(145)	(174)	(113)	52	57	65	(43)	(35)	(25)	(61)	(113)	(178)	(299)	(379)	(451)	(545)	(619)	(702)	(778)
110% Level of Service	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,373	4,373	4,373	4,373	4,373	4,373	4,373	4,373	4,373	4,373	4,373	4,373	4,373
Number of Students, Actual and Projected, Over (Under) 110% LOS	(467)	(499)	(533)	(562)	(501)	(336)	(331)	(323)	(441)	(433)	(423)	(459)	(511)	(575)	(696)	(777)	(848)	(943)	(1,016)	(1,100)	(1,175)
Actual - % Level of Service	98.0%	97.1%	96.3%	95.5%	97.1%	101.3%	101.5%	101.7%	98.9%	99.1%	99.4%										
Average - % Level of Service												98.5%	97.1%	95.5%	92.5%	90.5%	88.7%	86.3%	84.4%	82.3%	80.4%
Annual Student Growth Rate (3)	2.21%	-0.84%	-0.90%	-0.78%	1.65%	4.39%	0.13%	0.20%	-0.20%	0.20%	0.25%	-0.92%	-1.33%	-1.66%	-3.19%	-2.19%	-1.99%	-2.68%	-2.14%	-2.48%	-2.31%

100 seats added to CHHS for the 2020-2021 school year

(1) It is important to note that this reflects the November 15, 2022 date of membership as outlined in by the Schools Adequate Public Facilities Ordinance. It does not include CHCCS students attending the Hospital Scho
(2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCC
(3) Annual growth rate calculated using actual membership for years 20011-12 through 2022-23 and average membership for years 2023-24 through 2032-33

OCS Student Projections (1) (4)

Elementary																					
School Year	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Actual	3,403	3,433	3,259	3,318	3,293	3,183	3,205	3,232	3,047	3,023	3,059										
Tischler (2)												3,038	3,018	2,997	2,976	2,956	2,935	2,914	2,894	2,873	2,852
OC Planning												3,040	3,018	2,990	2,978	2,996	3,007	3,021	3,045	3,051	3,060
10 Year Growth												3,083	3,068	3,055	3,086	3,112	3,143	3,175	3,206	3,239	3,271
5 Year Growth												3,088	3,077	3,068	3,101	3,126	3,157	3,188	3,220	3,252	3,285
3 Year Growth												3,066	3,038	3,017	3,043	3,068	3,098	3,129	3,161	3,192	3,224
Average												3,063	3,044	3,025	3,037	3,051	3,068	3,085	3,105	3,121	3,138
Annual Change - Increase (Decrease) in Actual & Projected Membership)	55	30	(174)	59	(25)	(110)	22	27	(185)	(24)	36	40	(20)	(18)	12	14	17	17	20	16	17
Capacity - 100% Level of Service	3,694	3,694	3,694	3,694	3,694	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361	3,361
Number of Students, Actual and Projected, Over (Under) 100% LOS	(291)	(261)	(435)	(376)	(401)	(178)	(156)	(129)	(314)	(338)	(302)	(298)	(317)	(336)	(324)	(310)	(293)	(276)	(256)	(240)	(223)
105% Level of Service	3,879	3,879	3,879	3,879	3,879	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529	3,529
Number of Students, Actual and Projected, Over (Under) 105% LOS	(476)	(446)	(620)	(561)	(586)	(346)	(324)	(297)	(482)	(506)	(470)	(466)	(486)	(504)	(492)	(478)	(461)	(444)	(424)	(408)	(391)
Actual - % Level of Service	92.1%	92.9%	88.2%	89.8%	89.1%	94.7%	95.4%	96.2%	90.7%	89.9%	91.0%										
Average - % Level of Service												91.1%	90.6%	90.0%	90.4%	90.8%	91.3%	91.8%	92.4%	92.9%	93.4%
Annual Student Growth Rate (3)	1.64%	0.88%	-5.07%	1.81%	-0.75%	-3.34%	0.69%	0.84%	-5.72%	-0.79%	1.19%	0.13%	-0.64%	-0.60%	0.38%	0.48%	0.55%	0.57%	0.64%	0.52%	0.55%

Capacity decrease due to change in class size ratios per House Bill 13 (K-3 average class size ratios are 1:20 as directed by State legislative action)

(1) It is important to note that this reflects the November 15, 2022 date of membership as outlined in by the Schools Adequate Public Facilities Ordinance
(2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCC
(3) Annual growth rate calculated using actual membership for years 20011-12 through 2022-23 and average membership for years 2023-24 through 2032-3:
(4) Class sizes for grades K-3 = 1:23 for school years 2000 through 2007-08. In accordance with 2005 School Collaboration Work Group direction, effective the 2008-2009 school year with the opening of CHCCS Elementary #10, K-3 class sizes are 1:21 as directed by past State legislative actio

OCS Student Projections(1)

Middle																					
School Year	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Actual	1,684	1,747	1,762	1,739	1,724	1,730	1,779	1,763	1,654	1,656	1,598										
Tischler (2)												1,587	1,576	1,566	1,555	1,544	1,533	1,522	1,512	1,501	1,490
OC Planning												1,648	1,636	1,631	1,621	1,620	1,615	1,615	1,621	1,626	1,640
10 Year Growth												1,576	1,575	1,600	1,609	1,583	1,554	1,570	1,582	1,598	1,613
5 Year Growth												1,563	1,554	1,572	1,585	1,564	1,540	1,558	1,567	1,583	1,599
3 Year Growth												1,568	1,550	1,552	1,550	1,513	1,478	1,488	1,497	1,512	1,527
Average												1,588	1,578	1,584	1,584	1,565	1,544	1,551	1,556	1,564	1,574
Annual Change - Increase (Decrease) in Actual & Projected Membership)	(20)	63	15	(23)	(15)	6	49	(16)	(109)	2	(58)	(68)	(10)	6	(0)	(19)	(21)	7	5	8	10
Capacity - 100% Level of Service	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166
Number of Students, Actual and Projected, Over (Under) 100% LOS	(482)	(419)	(404)	(427)	(442)	(436)	(387)	(403)	(512)	(510)	(568)	(578)	(588)	(582)	(582)	(601)	(622)	(615)	(610)	(602)	(592)
107% Level of Service	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318	2,318
Number of Students, Actual and Projected, Over (Under) 107% LOS	(634)	(571)	(556)	(579)	(594)	(588)	(539)	(555)	(664)	(662)	(720)	(729)	(740)	(733)	(734)	(753)	(774)	(767)	(762)	(754)	(744)
Actual - % Level of Service	77.7%	80.7%	81.3%	80.3%	79.6%	79.9%	82.1%	81.4%	76.4%	76.5%	73.8%										
Average - % Level of Service												73.3%	72.9%	73.1%	73.1%	72.3%	71.3%	71.6%	71.8%	72.2%	72.7%
Annual Student Growth Rate (3)	-1.17%	3.74%	0.86%	-1.31%	-0.86%	0.35%	2.83%	-0.90%	-6.18%	0.12%	-3.50%	-0.60%	-0.65%	0.38%	-0.02%	-1.20%	-1.33%	0.44%	0.31%	0.52%	0.64%

(1) It is important to note that this reflects the November 15, 2022 date of membership as outlined in by the Schools Adequate Public Facilities Ordinance
(2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCC
(3) Annual growth rate calculated using actual membership for years 2011-12 through 2022-23 and average membership for years 2023-24 through 2032-3:

OCS Student Projections (1)

High																					
School Year	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2019-20	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Actual	2,315	2,421	2,502	2,469	2,446	2,445	2,349	2,397	2,381	2,472	2,487										
Tischler (2)												2,470	2,453	2,437	2,420	2,403	2,386	2,369	2,353	2,336	2,319
OC Planning												2,415	2,397	2,348	2,327	2,336	2,339	2,356	2,383	2,393	2,400
10 Year Growth												2,445	2,409	2,314	2,231	2,256	2,263	2,247	2,261	2,234	2,215
5 Year Growth												2,452	2,414	2,316	2,220	2,234	2,231	2,212	2,234	2,211	2,196
3 Year Growth												2,451	2,427	2,348	2,256	2,265	2,247	2,206	2,204	2,164	2,138
Average												2,446	2,420	2,352	2,291	2,299	2,293	2,278	2,287	2,268	2,254
Annual Change - Increase (Decrease) in Actual & Projected Membership)	32	106	81	(33)	(23)	(1)	(96)	48	(16)	91	15	(26)	(26)	(68)	(62)	8	(5)	(15)	9	(19)	(14)
Capacity - 100% Level of Service	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,939	2,939	2,939	2,939	2,939	2,939	2,939	2,939	2,939	2,939	2,939	2,939
Number of Students, Actual and Projected, Over (Under) 100% LOS	(124)	(18)	63	30	7	6	(90)	(42)	(58)	(467)	(452)	(493)	(519)	(587)	(648)	(640)	(646)	(661)	(652)	(671)	(685)
110% Level of Service	2,683	2,683	2,683	2,683	2,683	2,683	2,683	2,683	2,683	3,233	3,233	3,233	3,233	3,233	3,233	3,233	3,233	3,233	3,233	3,233	3,233
Number of Students, Actual and Projected, Over (Under) 110% LOS	(368)	(262)	(184)	(214)	(237)	(238)	(334)	(286)	(302)	(761)	(746)	(786)	(813)	(880)	(942)	(934)	(940)	(955)	(946)	(965)	(979)
Actual - % Level of Service	94.9%	99.3%	102.6%	101.2%	100.3%	100.2%	96.3%	98.3%	97.6%	84.1%	84.6%										
Average - % Level of Service												83.2%	82.3%	80.0%	77.9%	78.2%	78.0%	77.5%	77.8%	77.2%	76.7%
Annual Student Growth Rate (3)	1.40%	4.58%	3.35%	-1.32%	-0.93%	-0.04%	-3.93%	2.04%	-0.67%	3.82%	0.61%	-1.63%	-1.08%	-2.79%	-2.62%	0.33%	-0.24%	-0.64%	0.38%	-0.84%	-0.62%

Orange High capacity decreased, per DPI study

Cedar Ridge High School adding 500 seats.

(1) It is important to note that this reflects the November 15, 2022 date of membership as outlined in by the Schools Adequate Public Facilities Ordinance
(2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCC
(3) Annual growth rate calculated using actual membership for years 20011-12 through 2022-23 and average membership for years 2023-24 through 2032-33

SCHOOLS ADEQUATE PUBLIC FACILITIES MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into this 17 day of July, 2003, by and between the Town of Carrboro, the Town of Chapel Hill, the Chapel Hill-Carrboro City Board of Education (the "School District") and Orange County.

WHEREAS, the portion of Orange County, served by the Chapel Hill/Carrboro School System has for the past decade been experiencing rapid growth in population; and

WHEREAS, this growth, and that which is anticipated, creates a demand for additional school facilities to accommodate the children who reside within new developments; and

WHEREAS, the responsibility for planning for and constructing new school facilities lies primarily with the Chapel Hill/Carrboro School Board, with funding provided by Orange County; and

WHEREAS, Chapel Hill, Carrboro, Orange County and the Chapel Hill School District, have recognized the need to work together to ensure that new growth within the School District occurs at a pace that allows Orange County and the School District to provide adequate school facilities to serve the children within such new developments;

WHEREAS, the parties have worked cooperatively and developed a system wherein school facilities are currently adequate to meet the needs of the citizens of the county and will continue to maintain a Capital Investment Plan (CIP) that is financially feasible and synchronized with historical growth patterns;

NOW, THEREFORE, the parties to this Memorandum hereby agree as follows:

Section 1. The parties will work cooperatively to develop a realistic Capital Improvement Plan for the construction of schools such that, from the effective date of this Memorandum, school membership within each school level (i.e. elementary, middle or high) does not exceed the following:

Elementary School	105% of Building Capacity
Middle School	107% of Building Capacity
High School	110% of Building Capacity

- a. For purposes of this Memorandum, the term "school membership" means the actual number of students attending school as of November 15 of each year. The figure is determined by considering the number of students enrolled (i.e. registered, regardless of whether a student is no longer attending school) and making adjustments for withdrawals, dropouts, deaths, retentions and promotions. Students who are merely absent from

class on the date membership is determined as a result of sickness or some other temporary reason are included in school membership figures. Each year the School District shall transmit its school membership to the parties to this agreement no later than five (5) school days after November 15. Within fifteen (15) school days after receiving the school membership calculations from the School District, the Board of County Commissioners shall approve the School District's school membership calculations.

- b. For purposes of this Memorandum, "building capacity" will be determined by reference to State guidelines and the School District guidelines (consistent with CIP School Construction Guidelines/policies developed by the School District and the Board of County Commissioners) and will be determined by a joint action of the School Board and the Orange County Board of Commissioners. As used herein the term "building capacity" refers to permanent buildings. Mobile classrooms and other temporary student accommodating classroom spaces are not permanent buildings and may not be counted in determining the school districts building capacity. The School District shall transmit its building capacity to the parties to this agreement no later than five (5) school days after November 15. Within fifteen (15) school days after receiving the building capacity calculations from the School District, the Board of County Commissioners shall approve the School District's building capacity calculations.
- c. Prior to the adoption of the ordinances referenced in Section 2, the parties shall reach agreement on the following:
 - (i) A Capital Improvement Program (CIP) that will achieve the objectives of this Memorandum;
 - (ii) A projected growth rate for student membership within the School District's three school levels during the ten year life of the CIP;
 - (iii) A methodology for determining the projected growth rate for student membership; and
 - (iv) The number of students at each level expected to be generated by each new housing type (i.e., the "student generation rate").
- d. After the adoption of the ordinances referenced in Section 2, the Orange County Board of Commissioners may change the projected student membership growth rate, the methodology used to determine this rate, or the student generation rate if the Board concludes that such a change is necessary to predict growth more accurately. Before making any such change, the Board shall receive and consider the recommendation of a staff committee consisting of the planning directors of the Town(s) and the County and a representative of the School District appointed by the Superintendent. The committee shall provide, in a timely manner, a copy of its recommendation to the governing boards of the other parties to this memorandum at the time it provides such recommendation to the Board of

Commissioners and the Board of Commissioners shall provide an opportunity for those governing Boards to comment on the recommendation. In making its recommendation, the committee shall consider the following, and in making its determination, the Board of Commissioners shall consider the following:

- (i) The accuracy of the methodology and projected growth rate then in use, in projecting school membership for the current school year;
- (ii) The accuracy of the student generation rate then in use in predicting the number of students at each level actually generated by each new housing type;
- (iii) Approval of and issuance of CAPS for residential developments that, individually or collectively, are of sufficient magnitude to alter the previously agreed upon school membership growth projections; or
- (iv) Other trends and factors tending to alter the previously agreed upon projected growth rates.

If any such change is made in the projected growth rate, the methodology for determining this rate, or the student generation rate, the Orange County Board of Commissioners shall inform the other parties to this Memorandum prior to February 1st in any year in which such change is intended to become effective what change was made and why it was necessary.

- e. The Orange County Board of Commissioners shall provide a copy of the updated CIP to each of the parties to the Memorandum as soon as it is revised, annually or otherwise.

Section 2. The towns and the county will adopt amendments to their respective ordinances, conceptually similar to that attached hereto as Exhibit A, to coordinate the approval of residential developments within the School District with the adequacy of existing and proposed school facilities.

Section 3. The following process shall be followed by the School District to receive and take action upon applications for Certificates of Adequacy of Public School Facilities ("CAPS") submitted by persons who are required by an implementing ordinance conceptually similar to that attached as Exhibit A to have such certificates before the development permission they have received from the town or county becomes effective.

- a. On November 15th of each year, the School District shall calculate the building capacity of each school level and the school membership of each school level as of November 15th of that year. Also on November 15th of each year, the School District shall calculate the projected building capacity for each school level and the projected school membership for

each school level as of November 15th in each of the following ten years. These calculations shall be made in accordance with the provisions of Section 1.a and Section 1.b. and also in accordance with the remaining provisions of this section.

- b. On November 15th of the year in which the calculation above is made, the school building capacity numbers and the school membership numbers as of November 15th of that year are known figures (i.e. not projections). The twelve month period beginning on November 15th of the year in which the calculation is made and ending on November 14th of the following year is referred to as the "base year."
- c. Projections of school building capacity as of November 15th in each of the ten years following the base year shall be derived from the following:
 - (i) A calculation of the existing building capacity within each school level;
 - (ii) The anticipated opening date of schools under construction;
 - (iii) The anticipated opening date of schools on the ten-year CIP for which funding has been committed by the Board of Commissioners as a result of an approved bond issue, an approved installment purchase agreement, or otherwise; and
 - (iv) The anticipated closing dates of any schools within the School District.
- d. In the first year in which the ordinance adopted pursuant to this Memorandum becomes effective, school membership figures as of November 15th in each of the succeeding ten years shall initially be assumed to be the same school membership figures as are determined for the base year. As CAPS are issued during the base year, school membership figures for the base year and succeeding years shall be modified to reflect the additional students from the developments for which CAPS are issued.
- e. On each November 15th following the first year in which the ordinance adopted pursuant to this Memorandum becomes effective, school membership figures as of November 15th in each of the succeeding ten years shall be determined by adding to the school membership figures for the base year the number of students projected to be added to the schools in each successive year by developments for which CAPS have been issued in accordance with this section.
- f. When an application for a CAPS is submitted, the School District shall determine the impact on school membership for each school level as of November 15th in each year of the period-during which the development is expected to be adding new students to the school system as the result of such new construction. In making this determination, the School District shall rely upon the figures established under Section 1 of this Memorandum as to the number of students at each level expected to be generated by each housing type, and data furnished by the applicable

planning department as to the expected rate at which new dwellings within developments similar in size and type to the proposed development are likely to be occupied. Notwithstanding the foregoing, if, upon request of the applicant, the planning jurisdiction approving the development imposes enforceable conditions upon the development (such as a phasing schedule) to limit the rate at which new dwellings within the development are expected to be occupied, then the School District shall take such limitations into account in determining the impact of the development on school membership.

- g. The School District shall determine the amount of available capacity in each school level as of November 15th in the base year and each November 15th of the succeeding ten years by subtracting from the building capacity numbers for each of those years the student membership numbers for each of those years. The results shall then be compared with the number of students expected to be added to each school level as of November 15th in each year (as determined in accordance with subsection 3.f above). The School District shall make that information known to the parties to this agreement within 15 days of the comparison. If the School District determines that the projected remaining capacity of each school level is sufficient to accommodate the proposed development without exceeding the building capacity levels set forth in Section 1 of this Memorandum then the School District shall issue the CAPS. If the School District determines that the projected capacity of each school level is not sufficient to accommodate the proposed development without exceeding the building capacity levels set forth in Section 1, then the School District shall deny the CAPS. If a CAPS is denied, the applicant may seek approval from the appropriate planning jurisdiction of such modifications to the development as will allow for the issuance of a CAPS, and then reapply for a CAPS.
- h. The School District shall issue CAPS on a "first come first served" basis, according to the date a completed application for a CAPS is received. If projected building capacity is not available and an application for a CAPS is therefore denied, the development retains its priority in line based upon the CAPS application date.

- Section 4. A CAPS issued in connection with approval of a subdivision preliminary plat, minor subdivision final plat, site plan, or conditional or special use permit shall expire automatically upon the expiration of such plat, plan, or permit approval.
- Section 5. The towns and the county will provide to the School District all information reasonably requested by the School District to assist the District in making its determination as to whether the CAPS should be issued.
- Section 6. The School District will use its best efforts to construct new schools and permanent expansions or additions to existing schools in accordance with the CIP.
- Section 7. Orange County will use its best efforts to provide the funding to carry out the Capital Improvement Plan referenced in Section 1 above.

Section 8. In recognition of the fact that some new development will have a negligible impact on school capacity, a CAPS shall not be required under the following circumstances:

- a. For residential developments restricted by law and/or covenant for a period of at least thirty years to housing for the elderly and/or adult care living and/or adult special needs;
- b. For residential developments restricted for a period of at least thirty years to dormitory housing for university students.

If the use of a development restricted as provided above changes, then before a permit authorizing such change of use becomes effective, a CAPS must be issued just as if the development were being constructed initially.

Section 9. The parties acknowledge that this Memorandum of Understanding is not intended to and does not create legally binding obligations on any of the parties to act in accordance with its provisions. Rather, it constitutes a good faith statement of the intent of the parties to cooperate in a manner designed to meet the mutual objective of all the parties that the children who reside within the School District are able to attend school levels that satisfy the level of service standards set forth herein.

The Town of Carrboro and the Town of Chapel Hill intend to remain committed to the MOU only as long as Orange County continues to execute the CIP as agreed in the MOU. If the Carrboro Board of Aldermen finds Orange County is no longer in compliance with the CIP as outlined in the MOU, the Town of Carrboro will no longer consider itself bound by this MOU and may consider repealing the Ordinance referenced in Section 2 of this MOU. If the Chapel Hill Town Council finds Orange County is no longer in compliance with the CIP as outlined in the MOU, the Town of Chapel Hill will no longer consider itself bound by this MOU and may consider repealing the Ordinance referenced in Section 2 of this MOU.

This the 17 day of July, 2003.

TOWN OF CARRBORO

By: Michael R. Niles
Mayor

Attest:

Town Clerk



TOWN OF CHAPEL HILL

SEAL

By: [Signature]
Mayor

Attest:

[Signature]
Town Clerk



Attest:

[Signature]
Secretary

THE CHAPEL HILL-CARRBORO
BOARD OF EDUCATION

By: [Signature]
Chair



ORANGE COUNTY

By: [Signature]
Chair, Board of Commissioners

Attest:

[Signature]
Clerk to the Board of Commissioners

lsg:orangecounty\mou for chcs cb version with geg chgs clean.doc

ARTICLE IV

PART IV. ADEQUATE PUBLIC SCHOOL FACILITIES (ADOPTED JULY 17, 2003)

Section 15-88 Purpose.

The purpose of this Part IV is to ensure that, to the maximum extent practical, approval of new residential development will become effective only when it can reasonably be expected that adequate public school facilities will be available to accommodate such new development.

Section 15-88.1 Certificate of Adequacy of Public School Facilities.

(a) Subject to the remaining provisions of this part, no approval under this ordinance of a special use permit-A or special use permit-B for a residential development shall become effective unless and until Certificate of Adequacy of Public School Facilities (CAPS) for the project has been issued by the School District. Notwithstanding the foregoing, this subsection shall not apply to special use permits-A for residential developments less than five lots or dwelling units in the WR, B-5 and WM-3 zoning districts.

(b) A CAPS shall not be required for a conventional or conditional rezoning or for a master land use plan. However, even if a rezoning or master plan is approved, a CAPS will nevertheless be required before any of the permits or approvals identified in subsection (a) of this section shall become effective, and the rezoning of the property or approval of a master plan provides no indication as to whether the CAPS will be issued. The application for rezoning or master plan approval shall contain a statement to this effect. **(AMENDED 6/22/21)**

(c) A CAPS must be obtained from the School District. The School District will issue or deny a CAPS in accordance with the provisions of the Memorandum of Understanding between Carrboro, Chapel Hill, Orange County, and the Chapel Hill Carrboro School District dated July 17, 2003.

(d) A CAPS attaches to the land in the same way that development permission attaches to the land. A CAPS may be transferred along with other interests in the property with respect to which such CAPS is issued, but may not be severed or transferred separately.

Section 15-88.2 Service Levels.

(a) This section describes the service levels regarded as adequate by the parties to the Memorandum of Understanding described in subsection (b) with respect to public school facilities.

(b) As provided in the Memorandum of Understanding between Orange County, Chapel Hill, Carrboro, and the Chapel Hill/Carrboro School District, adequate service levels for public schools shall be deemed to exist with respect to a proposed new residential development if, given the number of school age children projected to reside in that development, and considering

Art. IV PERMITS AND FINAL PLAT APPROVAL

all the factors listed in the Memorandum of Understanding, projected school membership for the elementary schools, the middle schools, and the high school(s) within the Chapel Hill/Carrboro School District will not exceed the following percentages of the building capacities of each of the following three school levels:

Elementary school level	<u>105%</u>
Middle school level	<u>107%</u>
High school level	<u>110%</u>

For the period of time beginning the effective date of this ordinance and terminating on the day on which the third high school within the Chapel Hill-Carrboro City School District is first attended by high school students, the determination by the Chapel Hill-Carrboro City School District that adequate service levels for public schools exist shall be made without regard to whether or not projected capacity of the High School level exceeds 110% of Building Capacity. On and after the day on which the third high school within the Chapel Hill-Carrboro City School District is first attended by high school students, determination by the Chapel Hill-Carrboro City School District that adequate service levels for public schools exist shall be made only if projected capacity of each school level does not exceed the following:

Elementary School	105% of Building Capacity
Middle School	107% of Building Capacity
High School	110% of Building Capacity

For purposes of this ordinance, the terms "building capacity" and "school membership" shall have the same meaning attributed in the Schools Adequate Public Facilities Memorandum of Understanding among the Towns of Carrboro, Chapel Hill, Orange County, and the Chapel Hill/Carrboro Board of Education.

Section 15-88.3 Expiration of Certificates of Adequacy of Public School Facilities.

A CAPS issued in connection with approval of a special use permit-A or special use permit-B shall expire automatically upon the expiration of such permit approval.

Section 15-88.4 Exemption From Certification Requirement for Development with Negligible Student Generation Rates.

In recognition of the fact that some new development will have a negligible impact on school capacity, a CAPS shall not be required under the following circumstances:

- a. For residential developments restricted by law and/or covenant for a period of at least thirty years to housing for the elderly and/or adult care living and/or adult special needs;
- b. For residential developments restricted for a period of at least thirty years to dormitory housing for university students.

Art. IV PERMITS AND FINAL PLAT APPROVAL

If the use of a development restricted as provided above changes, then before a permit authorizing such change of use becomes effective, a CAPS must be issued just as if the development were being constructed initially.

Section 15-88.5 Applicability to Previously Approved Projects and Projects Pending Approval.

(a) Except as otherwise provided herein, the provisions of this part shall only apply to applications for approval of special use permits that are submitted for approval after the effective date of this ordinance.

(b) The provisions of this part shall not apply to amendments to special use permit approvals issued prior to the effective date of this ordinance so long as the approvals have not expired and the proposed amendments do not increase the number of dwelling units authorized within the development by more than five percent or five dwelling units, whichever is less.

(c) The Town Council shall issue a special exception to the CAPS requirement to an applicant whose application for approval of a special use permit-A or special use permit-B covers property within a planned unit development or master plan project that was approved prior to the effective date of this ordinance, if the Town Council finds, after an evidentiary hearing, that the applicant has (1) applied to the School District for a CAPS and the application has been denied, (2) in good faith made substantial expenditures or incurred substantial binding obligations in reasonable reliance on the previously obtained planned unit development or master plan approval, and (3) would be unreasonably prejudiced if development in accordance with the previously approved development or plan is delayed due to the provisions of this ordinance. In deciding whether these findings can be made, the Town Council shall consider the following, among other relevant factors:

- (1) Whether the developer has installed streets, utilities, or other facilities or expended substantial sums in the planning and preparation for installation of such facilities which were designed to serve or to be paid for in part by the development of portions of the planned unit development or master planned project that have not yet been approved for construction;
- (2) Whether the developer has installed streets, utilities, or other facilities or expended substantial sums in the planning and preparation for installation of such facilities that directly benefit other properties outside the development in question or the general public;
- (3) Whether the developer has donated land to the School District for the construction of school facilities or otherwise dedicated land or made improvements deemed to benefit the School District and its public school system;

Art. IV PERMITS AND FINAL PLAT APPROVAL

- (4) Whether the developer has had development approval for a substantial amount of time and has in good faith worked to timely implement the plan in reasonable reliance on the previously obtained approval;
- (5) The duration of the delay that will occur until public school facilities are improved or exist to such an extent that a CAPS can be issued for the project, and the effect of such delay on the development and the developer.

(d) The decision of the Town Council involving a special exception application under subsection (c) is subject to review by the Orange County Superior Court by proceedings in the nature of certiorari. Any petition for review by the Superior Court shall be filed with the Clerk of Superior Court within 30 days after a written copy of the decision of the Town Council is delivered to the applicant and every other party who has filed a written request for such copy with the Clerk to the Town Council at the time of its hearing on the application for a special exception. The written copy of the decision of the Town Council may be delivered either by personal service or by certified mail, return receipt requested.

(e) The Mayor or any member temporarily acting as Mayor may, in their official capacity, administer oaths to witnesses in any hearing before the Town Council concerning a special exception.

Section 15-88.6 Appeal of School District Denial of a CAPS.

The applicant for a CAPS which is denied by the School District may, within 30 days of the date of the denial, appeal the denial to the Town Council. Any such appeal shall be heard by the Town Council at an evidentiary hearing before it. At this hearing the School District will present its reasons for the denial of the CAPS and the evidence it relied on in denying the CAPS. The applicant appealing the denial may present its reasons why the CAPS application should have, in its view, been approved and the evidentiary basis it contends supports approval. The Town Council may (1) affirm the decision of the School District, (2) remand to the School District for further proceedings in the event evidence is presented at the hearing before the Town Council not brought before the School District, or (3) issue a CAPS. The Town Council will only issue a CAPS if it finds that the CAPS should have been issued by the School District as prescribed in the Memorandum of Understanding among the School District, Orange County and the towns of Carrboro and Chapel Hill. A decision of the Town Council affirming the School District may be appealed by the applicant for a CAPS by proceedings in the nature of certiorari and as prescribed for an appeal under section 15-88.5 of this part.

Section 15-88.7 Information Required From Applicants.

The applicant for a CAPS shall submit to the School District all information reasonably deemed necessary by the School District to determine whether a CAPS should be issued under the provision of the Memorandum of Understanding. An applicant for a CAPS special exception or an applicant appealing a CAPS denial by the School District shall submit to the Town Council all

Art. IV PERMITS AND FINAL PLAT APPROVAL

information reasonably deemed necessary by the Town Council to determine whether a special exception should be granted as provided in Section 15-88.5 or for the hearing of an appeal of a School District denial of a CAPS as provided in Section 15-88.6. A copy of a request for a CAPS special exception or of an appeal of a School District denial of a CAPS shall be served on the superintendent of the School District. Service may be made by personal delivery or certified mail, return receipt requested.

Racial Equity Pocket Questions - 2023 Annual Report on SAPFO from Technical Advisory Committee

What are the racial impacts?

This technical report relates to a long-standing agreement and process for local governments and the Chapel Hill-Carrboro City School district in southern Orange County to maintain the adequacy of K-12 instructional building capacity for students in the district. The inequity of K-12 educational outcomes and the persistent challenges in life beyond primary and secondary education for students of color in the United States is well-documented. The Chapel Hill-Carrboro City School system is recognized for its high achievement in test scores, graduation rates, and college advancement. At the same time, the experience and outcomes among students of color is vastly different. This gap is documented most recently in the Southern Coalition for Social Justice report card, the focus of which is the school-to-prison pipeline, found here [The Chapel Hill-Carrboro City 2021-2022 Racial Equity Report Cards - Southern Coalition for Social Justice](#), as well as the 2015 report by the Campaign for Racial Equity in our Schools, [Microsoft Word - Excellence with Equity Report- Final10-23-15.docx \(wordpress.com\)](#).

Who is or will experience burden?

Students and their families for whom sufficient building capacity is not provided. The community, which in experiencing disparities, does not reach its full potential. The SAPFO does not account for Pre-K classes in evaluating capacity. In the 2021-2022, 157 Pre-K students were enrolled, approximately 1.4 percent of the total student population. Pre-K programs have been developed to assist with improving outcomes for students by earlier participation in classroom experiences.

Who is or will experience benefit? Students and their families, for whom there is sufficient space and capacity for educational experiences. Families that can afford to move their children into other educational institutions and thus withdraw their support from public schools.

What are the root causes of inequity? Past structural racism has affected the number of teachers of color in schools. A lack teachers whose race matches that of students can affect achievement and success. With just one teacher of the same race, a non-white student is more likely to perform better on standardized tests, attend school more regularly, and be suspended less frequently. The *Excellence with Equity* report also discusses access and power differentials between white families, staff/faculty and students, and those of color (particularly black families) in the CHCCS school system, including tracking into gifted, honors and AP that disproportionately advantage white students. The report also details widespread racial stereotyping that plays a role in lowered academic expectations, fewer advanced academic and other non-academic opportunities, and disproportionately harsh discipline for students of color. Racial disparities in educational attainment and household income that affect mobility can limit options for families in shifting from assigned schools if students experience negative and detrimental conditions.

What might be the unintended consequences of this action or strategy? The aim of this process has been to ensure that there is sufficient educational capacity for required areas of instruction, which have changed somewhat since the program was initiated. The school system has also changed how it serves the educational needs of the community, with expanded Pre-K classrooms. By not addressing the other categories of instruction, the process may miss its desired result and may prevent the identification and prioritization of needs for space to serve additional educational programming. Based on the extent of disparities and conditions experienced by students of color, the consideration of building capacity needs can evaluate whether changes to the built environment are needed to provide safe and appropriate learning environments.



Agenda Item Abstract

File Number: 23-110

Agenda Date: 4/18/2023

File Type: Agendas

In Control: Town Council

Version: 1

Request to Set Legislative Public Hearings for Voluntary Annexation and Conditional Rezoning at 820 and 904 Homestead Road, and 310 Lucas Lane

PURPOSE: The Town has received petitions to voluntarily annex and rezone three contiguous parcels of land located along the north side of Homestead Road at 820 and 904 Homestead Road and 310 Lucas Lane. The requested rezoning to R-3-Conditional (R-3-CZ) would allow for the subsequent submittal of an application to develop an Architecturally Integrated Subdivision (AIS). The Town Council must receive public comment before considering these petitions. Resolutions setting public hearings are provided for the Council's use.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon, Planning Administrator, 919-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Patricia McGuire, Planning Director, 919-918-7327, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>; Nick Herman, Town Attorney, 919-929-3905, gnherman@broughlawfirm.com <<mailto:gnherman@broughlawfirm.com>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

Setting a public hearing for a voluntary annexation and for a map amendment is a required step in accordance with North Carolina state statutes and Town regulations.

INFORMATION: Adam and Omar Zinn owners of Parker Louis, LLC, have submitted petitions to voluntarily annex and rezone three contiguous parcels containing a combined total of approximately 9.70-acres (422,532 square feet) of land located along the north side of Homestead Road.

The petition for rezoning seeks to amend the zoning map for the three parcels from R-20 (Residential, 20,000 square feet per dwelling unit) to R-3-CZ (Residential, 3,000 square feet per dwelling unit, Conditional) for the purpose of developing an Architecturally Integrated Subdivision (AIS) with a combination of approximately 27 single-family homes and 15 multi-family homes. It is anticipated that the multifamily units would be triplexes or a combination of duplexes and triplexes. Should the Council approve the rezoning, the Zinns would follow with an application for a Special Use Permit-A. The parcels are identified more specifically in the table below and the attached vicinity map (*Attachment B*). .

No.	PIN	Existing Zoning	Proposed Zoning	Acres
820 Homestead Road	9779-28-4165	R-20	R-3-CZ	4.32
904 Homestead Road	9779-27-6844	R-20	R-3-CZ	2.78

310 Lucas Lane Parcel 1	9779-28-8116	R-20	R-3-CZ	2.61
Total				9.71

Materials submitted by the applicants (*Attachments C & D*) include the formal petition for annexation, petition for change of zoning with answers to the four-part question seven addressing consistency with adopted plans, a short project narrative, sample building elevations and possible boardwalk facility, and the draft conceptual site plan (rezoning exhibit). A draft rezoning ordinance with draft conditions is also provided. It is anticipated that the conditions may be further refined during advisory board review and the public hearing process (*Attachment F*). The final list of conditions must be mutually agreed upon by the Town and the applicants.

The applicants presented a concept plan to the advisory boards for a courtesy review on April 7, 2022, and held a neighborhood information meeting (NIM) on August 3, 2022. The neighborhood information meeting form and meeting summary are provided (*Attachment E*). It should be noted that the proposal presented at both of these meetings involved a design with 70 multifamily units (consisting of triplexes). The applicants have since modified their proposal to the current design which includes a combination of single family and multifamily homes with a maximum density of 44 units, and the possibility of four future accessory dwelling units (ADU).

The Town Council must receive public comment before taking action on a petition for voluntary annexation (*Attachment G*) and before adopting map amendments to the Land Use Ordinance. Planning Board review of the map amendment is also needed. Section 15-141.4 of the Land Use Ordinance, Conditional Zoning Districts, describes the procedure for the Town Council to consider a conditional rezoning and Section 15-322 describes the role of the Planning Board and other advisory boards in the review of rezonings (*Attachment H*). Responses to the pocket questions relating to the rezoning process have been provided (*Attachment I*). A discussion of the specifics of the project will be provided as part of the public hearing materials.

The process for considering the petitions would be to hold both public hearings sequentially on the same night. The Council would open the hearing for the annexation first, followed by the rezoning.

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

RECOMMENDATION: Staff recommends that the Town Council consider the attached resolution (*Attachment A-1*) setting a public hearing on June 6, 2023 on the voluntary annexation petition and the attached resolution (*Attachment A-2*) setting a public hearing on June 6, 2023 on the map amendment and referring the petition for change of zoning to the Planning Board and other advisory boards as appropriate.

A RESOLUTION CALLING A PUBLIC HEARING ON CONSIDERATION OF A PETITION
FOR VOLUNTARY ANNEXATION OF PROPERTIES

WHEREAS, a petition for the voluntary annexation of the properties listed below has been submitted to the Town; and

- 1) 820 Homestead Road PIN 9779284165
- 2) 904 Homestead Road PIN 9779276844
- 3) 310 Lucas Lane PIN PIN 9779288116

WHEREAS, the Town Council must hold a public hearing to consider this request.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board Town Council that the Council calls a public hearing on Tuesday, June 6, 2023 to receive public comments and to consider the petition for voluntary annexation of these properties.

This the 18th day of April in the year 2023.

A RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSED CONDITIONAL DISTRICT REZONING AT 820 & 904 HOMESTEAD ROAD, AND 310 LUCAS LANE

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 Conditional District Rezoning for the property located along Homestead Road, known as 820 and 904 Homestead Road, and 310 Lucas Lane; and

WHEREAS, the application includes a petition to rezone three properties that may be identified by Orange County PIN Numbers (#9779-284165, #9779-28-6844, #9779-28-8116) from R-20 to R-3, Conditional.

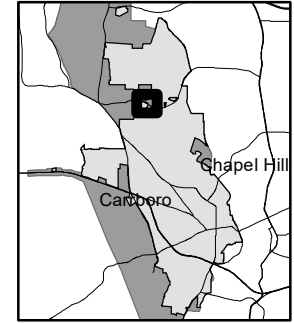
NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Council call a public hearing on June 6, 2023 to discuss the rezoning petition.

BE IT FURTHER RESOLVED that the rezoning petition is referred to the Town of Carrboro Planning Board and the following Town of Carrboro advisory boards and commissions for consideration and recommendation prior to the specified public hearing date:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Appearance Commission | <input type="checkbox"/> Recreation and Parks Commission |
| <input checked="" type="checkbox"/> Transportation Advisory Board | <input checked="" type="checkbox"/> Northern Transition Area Advisory Committee |
| <input checked="" type="checkbox"/> Environmental Advisory Board | <input checked="" type="checkbox"/> Affordable House Advisory Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> _____ |

This is the 18th day of April in the year 2023.

Proposed R-3-CZ Rezoning



- - - - - City Limits
- Rezone
- Properties selection

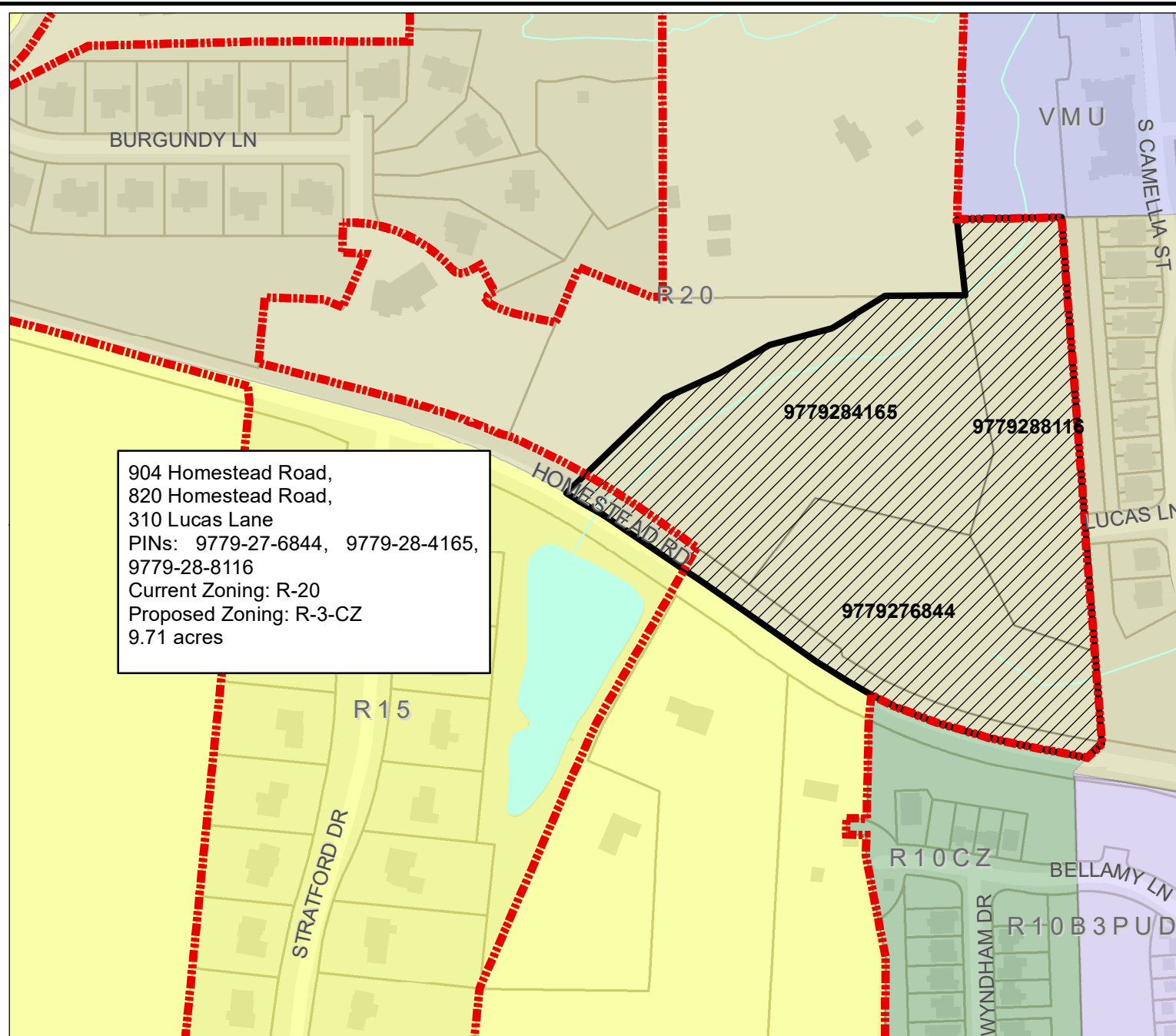
**THIS MAP IS NOT A CERTIFIED SURVEY
NO RELIANCE MAY BE PLACED IN ITS
ACCURACY**

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



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

Printed Feb. 1, 2023



904 Homestead Road,
820 Homestead Road,
310 Lucas Lane
PINs: 9779-27-6844, 9779-28-4165,
9779-28-8116
Current Zoning: R-20
Proposed Zoning: R-3-CZ
9.71 acres

Conditional Rezoning Application 904 Homestead Rd, 820 Homestead Rd, 310 Lucas Lane

Parker Louis, LLC is submitting a petition for change of zoning for the 904 and 820 Homestead Rd and 310 Lucas Lane tracts (9.7 acres combined) located off of Homestead Road bordering the Claremont neighborhood and across from Kentfield.

The current zoning (R-20) would allow 20 single family homes. We feel a better use of the land would be to change the zoning to R-3/R-3CZ to allow for a more dense subdivision.

With the increased density we are proposing:

(42) homes total of which 27 are single family and 15 are triplex units in the 1100-1600 square foot range.

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

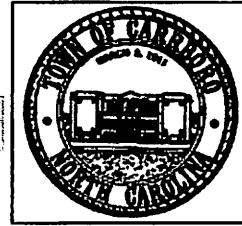
Currently we are not proposing any conditions other than the standard condition to link the rezoning to the subsequent Conditional Use Permit. We are happy to consider other conditions as this project moves through the approval process. As shown on the attached (Rezoning Exhibit R-20 to R-3/R-3CZ), we are developing the site as a small lot and size limited (25%) neighborhood.

Please find site plans attached.

CARRBORO DEVELOPMENT GUIDE
APPENDIX A

TOWN OF CARRBORO

PETITION FOR CHANGE OF ZONING



PETITIONER:

Parker Louis LLC

DATE:

3.23.23

The Petitioner named above respectfully requests the Town Council of the Town of Carrboro to rezone the below-described property from R-20 to R-3/R-3C zoning classification. The Petitioner furthermore submits the following information in support of this petition.

1. PETITIONER'S NAME Adam Omar Zinn
 ADDRESS: 301 Montclair Way
 TELEPHONE #:(Chapel Hill, NC 27516
919-422-6477
2. INTEREST IN PROPERTY(IES):
owners of properties
3. BROAD DESCRIPTION OF PROPERTY AREAS SOUGHT TO BE REZONED BY REFERENCE TO ADJOINING STREETS : Across the street (Homestead Rd)
from Kuntzfield; connects to Lucas Lane
in Claremont
4. DESCRIPTION OF INDIVIDUAL LOT(S) SOUGHT TO BE REZONED:
 - a. OWNER: Parker Louis 904 Homestead
 TAX MAP: _____ BLOCK: _____ LOT: _____ ACREAGE: _____ PARCEL: _____
 SUBDIVISION NAME: _____ FRONTAGE: _____ DEPTH: _____
 EXISTING STRUCTURES AND USES: 9779-276-844
 - b. OWNER: Parker Louis 310 Lucas Lane
 TAX MAP: _____ BLOCK: _____ LOT: _____ ACREAGE: _____ PARCEL: _____
 SUBDIVISION NAME: _____ FRONTAGE: _____ DEPTH: _____
9779-288-116

CARRBORO DEVELOPMENT GUIDE
APPENDIX A

EXISTING STRUCTURES AND USES:

c. OWNER: Parker Lodis 820 Homestead Rd

TAX MAP: _____ BLOCK: _____ LOT: _____ ACREAGE: _____ PARCEL: _____

SUBDIVISION NAME: _____ FRONTAGE: _____ DEPTH: _____

EXISTING STRUCTURES AND USES:

0779-284-165

d. OWNER: _____

TAX MAP: _____ BLOCK: _____ LOT: _____ ACREAGE: _____ PARCEL: _____

SUBDIVISION NAME: _____ FRONTAGE: _____ DEPTH: _____

EXISTING STRUCTURES AND USES:

5. NAMES AND ADDRESSES OF ALL PERSONS WHOSE PROPERTY OR ANY PART THEREOF IS WITHIN 1000 FEET IN ANY DIRECTION OF THE PROPERTY SOUGHT TO BE REZONED.

NAME	ADDRESS

6. HAS THIS PROPERTY BEEN THE SUBJECT OF A ZONING CHANGE SINCE 1979? YES ___ NO ___
IF "YES", WHEN? _____

7. PLEASE SET OUT AND EXPLAIN THOSE CIRCUMSTANCES PERTINENT TO THE PROPERTY AND THE MANNER IT RELATES TO THE TOWN THAT DEMONSTRATE THAT THE PROPOSED ZONING DISTRICT CLASSIFICATION IS CONSISTENT WITH THE TOWN'S COMPREHENSIVE PLAN. MORE SPECIFICALLY:

(a) How do the potential uses in the new district classification relate to the existing character of the area?

**CARRBORO DEVELOPMENT GUIDE
APPENDIX A**

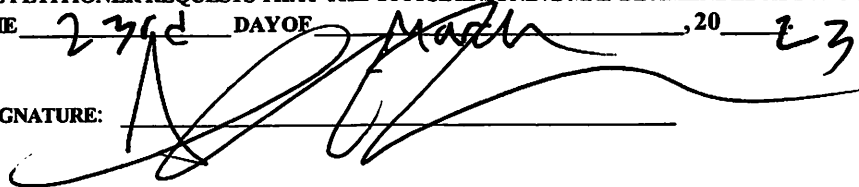
(b) In what way is the property proposed for rezoning peculiarly/particularly suited for the potential uses of the new district?

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

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

WHEREFORE, THE PETITIONER REQUESTS THAT THE OFFICIAL ZONING MAP BE AMENDED AS SET OUT ABOVE. THIS IS THE 27th DAY OF March, 2013

PETITIONER'S SIGNATURE: _____



PLEASE NOTE:

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

904 Homestead Rd, 820 Homestead Rd, 310 Lucas Lane

Petition for Change of Zoning from R-20 to R-3/R-3CZ

7(a) The existing character of the area is predominantly a mix of newer neighborhoods (Claremont, Claremont South, Winmore, Kentfield) and existing neighborhoods mostly developed in the 1990's. Bellamy Place (525-1110 square foot units) will also be built across the street. The subject properties (totaling 9.7 acres) borders Claremont (R-10 B-3 PUD) and is across the street from Kentfield (R-10). The requested rezoning change will allow us to continue to develop smaller lots, which will create smaller, more affordable homes. Similar sized homes will be built at Bellamy Place in the future and currently exist in sections of Winmore. It also speaks directly to the Carrboro Connect Comprehensive Plan in regards to a diverse housing stock, transportation and mobility.

The rezoning petition has:

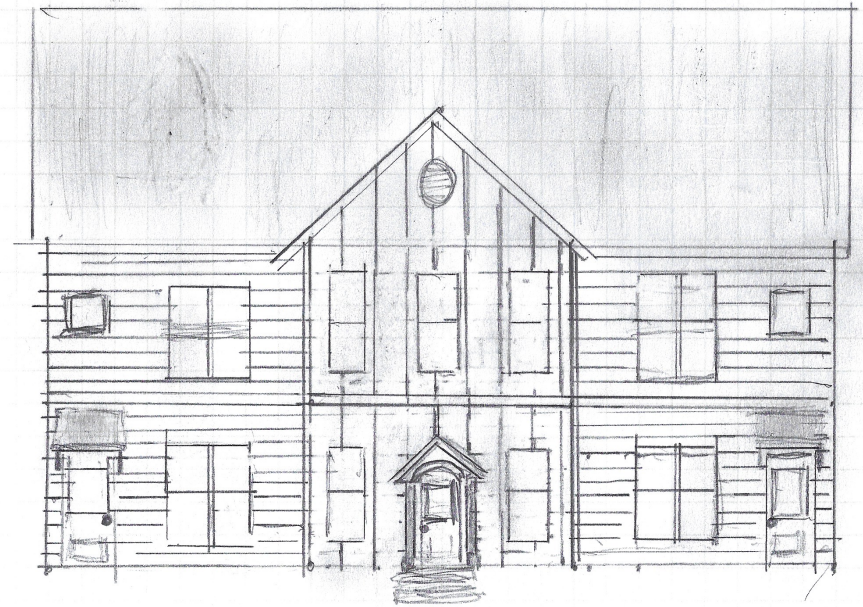
(42) homes total of which 27 are single family and 15 are triplex units (in the 1100-1600 square foot range).

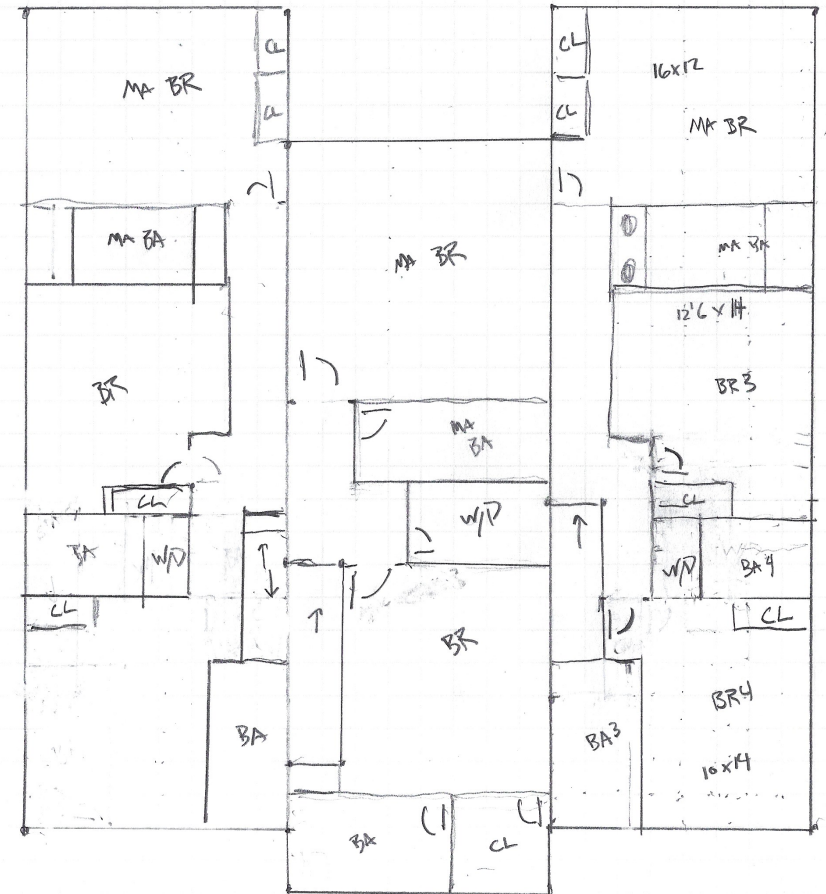
(b) Under current zoning regulations (R-20), the property would produce 20 single family lots. It is better suited for a denser subdivision in the R-3 classification. The tremendous success of the smaller homes in the Kentfield neighborhood has strengthened our belief that the market for homes in the 1200-2200 square foot range in Carrboro is a product that has demand.

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

(d) The most appropriate use of this property is to rezone it to increase density. If not, it will be developed with less affordability for the end user. The town of Carrboro has consistently stated a desire

to increase density in this area and this rezoning will accomplish that. Moreover, it provides a product that appeals to more homeowners based on affordability alone and coincides with the Town's vision.





GENERAL NOTES:

1. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT ALL DIMENSIONS, ROOF PITCHES, AND SQUARE FOOTAGE ARE CORRECT PRIOR TO CONSTRUCTION. K&A HOME DESIGNS, INC. IS NOT RESPONSIBLE FOR ANY DIMENSIONING, ROOF PITCH, OR SQUARE FOOTAGE ERRORS ONCE CONSTRUCTION BEGINS.
2. ALL WALLS SHOWN ON THE FLOOR PLANS ARE DRAWN AT 4" UNLESS NOTED OTHERWISE.
3. ALL ANGLED WALL SHOWN ON THE PLANS ARE 45 DEGREES UNLESS NOTED OTHERWISE.
4. STUD WALL DESIGN SHALL CONFORM TO ALL NORTH CAROLINA STATE BUILDING CODE REQUIREMENTS.
5. DO NOT SCALE PLANS. DRAWING SCALE MAY BE DISTORTED DUE TO COPIER IMPERFECTIONS.
6. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH NORTH CAROLINA RESIDENTIAL STATE BUILDING CODE, 2008 EDITION.

SQUARE FOOTAGE

HEATED SQUARE FOOTAGE	UNHEATED SQUARE FOOTAGE
FIRST FLOOR= 462	GARAGE= 340
SECOND FLOOR= 637	FRONT PORCH= 74
THIRD FLOOR= N/A	SCREEN PORCH= N/A
BASEMENT= N/A	DECK= N/A
	STORAGE= N/A

TOTAL HEATED= 1099 TOTAL UNHEATED= 414

CRAWL SPACE VENTILATION CALCULATIONS

-VENT LOCATIONS MAY VARY FROM THOSE SHOWN ON THE PLAN BUT SHOULD BE PLACED TO PROVIDE ADEQUATE VENTILATION AT ALL POINTS TO PREVENT DEAD AIR POCKETS.

-100% VAPOR BARRIER MUST BE PROVIDED WITH 12" MIN. LAP JOINTS.

-THE TOTAL AREA OF VENTILATION OPENINGS MAY BE REDUCED TO 1/1500 AS LONG AS REQUIRED OPENINGS ARE PLACED SO AS TO PROVIDE CROSS-VENTILATION OF THE SPACE. THE INSTALLATION OF OPERABLE LOUVERS SHALL NOT BE PROHIBITED. (COMPLY WITH NC CODE MIN. WITH REGARD TO VENT PLACEMENT FROM CORNERS)

462 SQ. FT. OF CRAWL SPACE/1500

30 SQ. FT. OF REQUIRED VENTILATION

PROVIDED BY: 2 VENTS AT 0.45 SQ. FT. NET FREE
VENTILATION EACH= .90 SQ. FT. OF VENTILATION

****FOUNDATION DRAINAGE- WATERPROOFING PER SECTIONS 405 & 406.**

ATTIC VENTILATION CALCULATIONS

- CALCULATIONS SHOWN BELOW ARE BASED ON VENTILATORS USED AT LEAST 3 FT. ABOVE THE CORNICE VENTS WITH THE BALANCE OF VENTILATION PROVIDED BE EAVE VENTS.

- CATHEDRAL CEILINGS SHALL HAVE A MIN. 1" CLEARANCE BETWEEN THE BOTTOM OF THE ROOF DECK AND THE INSULATION.

890 SQ. FT. OF ATTIC/300= 2.96

EACH OF INLET AND OUTLET REQUIRED.

WALL AND ROOF CLADDING DESIGN VALUES

- WALL CLADDING IS DESIGNED FOR A 24.1 SQ. FT. OR GREATER POSITIVE AND NEGATIVE PRESSURE.

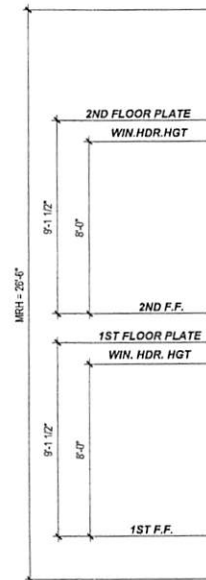
- ROOF VALUES BOTH POSITIVE AND NEGATIVE SHALL BE AS FOLLOWS:

45.5 LBS. PER SQ. FT. FOR ROOF PITCHES OF 0/12 TO 2.25/12

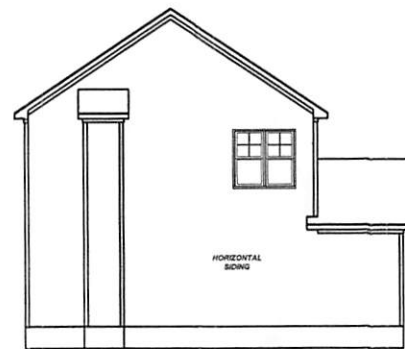
34.8 LBS. PER SQ. FT. FOR ROOF PITCHES OF 2.25/12 TO 7/12

21 LBS. PER SQ. FT. FOR ROOF PITCHES OF 7/12 TO 12/12

**** MEAN ROOF HEIGHT 30' OR LESS**

**FRONT ELEVATION 'A'**

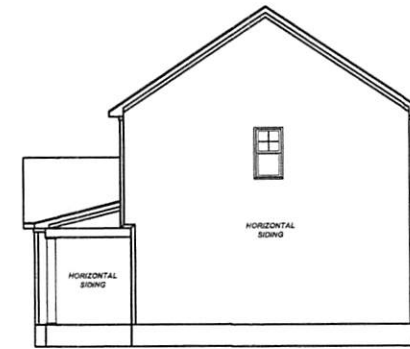
1/4" = 1'-0"

**LEFT ELEVATION**

1/8" = 1'-0"

**REAR ELEVATION**

1/8" = 1'-0"

**RIGHT ELEVATION**

1/8" = 1'-0"

Project:	20-345
Date:	12-18-20
Drawn/Checked By:	KBB
Scale:	REFER TO ELEV.

REVISIONS		
No.	Date	Description
1		
2		
3		

9101 Ten-Ten Rd.
Raleigh, NC 27603
Office: (919) 302-0693



Email: Kent@KandAHomeDesigns.com Website: www.KandAHomeDesigns.com

Plan 1099

Parker Louis, LLC
301 Montclair Way
Chapel Hill, NC 27516

ELEVATION 'A'

Sheet Number

1

of 2

GENERAL NOTES:

1. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT ALL DIMENSIONS, ROOF PITCHES, AND SQUARE FOOTAGE ARE CORRECT PRIOR TO CONSTRUCTION. K&A HOME DESIGNS, INC. IS NOT RESPONSIBLE FOR ANY DIMENSIONING, ROOF PITCH, OR SQUARE FOOTAGE ERRORS ONCE CONSTRUCTION BEGINS.
2. ALL WALLS SHOWN ON THE FLOOR PLANS ARE DRAWN AT 4" UNLESS NOTED OTHERWISE.
3. ALL ANGLED WALL SHOWN ON THE PLANS ARE 45 DEGREES UNLESS NOTED OTHERWISE.
4. STUD WALL DESIGN SHALL CONFORM TO ALL NORTH CAROLINA STATE BUILDING CODE REQUIREMENTS.
5. DO NOT SCALE PLANS. DRAWING SCALE MAY BE DISTORTED DUE TO COPIER IMPERFECTIONS.
6. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH NORTH CAROLINA RESIDENTIAL STATE BUILDING CODE, 2018 EDITION.

SQUARE FOOTAGE

HEATED SQUARE FOOTAGE	UNHEATED SQUARE FOOTAGE
FIRST FLOOR= 569	GARAGE= 291
SECOND FLOOR= 781	FRONT PORCH= 67
THIRD FLOOR= N/A	SCREEN PORCH= N/A
BASEMENT= N/A	DECK= N/A
	STORAGE= N/A

TOTAL HEATED= 1350 **TOTAL UNHEATED= 358**

CRAWL SPACE VENTILATION CALCULATIONS

-VENT LOCATIONS MAY VARY FROM THOSE SHOWN ON THE PLAN BUT SHOULD BE PLACED TO PROVIDE ADEQUATE VENTILATION AT ALL POINTS TO PREVENT DEAD AIR POCKETS.

-100% VAPOR BARRIER MUST BE PROVIDED WITH 12" MIN. LAP JOINTS.

-THE TOTAL AREA OF VENTILATION OPENINGS MAY BE REDUCED TO 1/1500 AS LONG AS REQUIRED OPENINGS ARE PLACED SO AS TO PROVIDE CROSS-VENTILATION OF THE SPACE. THE INSTALLATION OF OPERABLE LOUVERS SHALL NOT BE PROHIBITED. (COMPLY WITH NC CODE MIN. WITH REGARD TO VENT PLACEMENT FROM CORNERS)

569 SQ. FT. OF CRAWL SPACE/1500

.38 SQ. FT. OF REQUIRED VENTILATION

PROVIDED BY: 2 VENTS AT 0.45 SQ. FT. NET FREE
VENTILATION EACH+ .9 SQ. FT. OF VENTILATION

****FOUNDATION DRAINAGE- WATERPROOFING PER SECTIONS 405 & 406.**

ATTIC VENTILATION CALCULATIONS

- CALCULATIONS SHOWN BELOW ARE BASED ON VENTILATORS USED AT LEAST 3 FT. ABOVE THE CORNICE VENTS WITH THE BALANCE OF VENTILATION PROVIDED BY EAVE VENTS.

- CATHEDRAL CEILINGS SHALL HAVE A MIN. 1" CLEARANCE BETWEEN THE BOTTOM OF THE ROOF DECK AND THE INSULATION.

927 SQ. FT. OF ATTIC/300= 3.09

EACH OF INLET AND OUTLET REQUIRED.

****WALL AND ROOF CLADDING DESIGN VALUES**

- WALL CLADDING IS DESIGNED FOR A 24.1 SQ. FT. OR GREATER POSITIVE AND NEGATIVE PRESSURE.

- ROOF VALUES BOTH POSITIVE AND NEGATIVE SHALL BE AS FOLLOWS:

45.5 LBS. PER SQ. FT. FOR ROOF PITCHES OF 0/12 TO 2.25/12

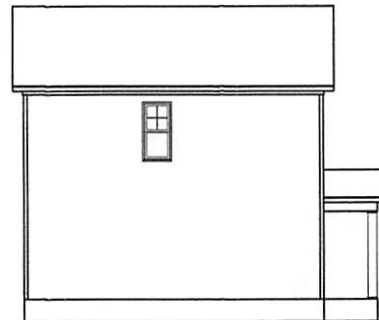
34.8 LBS. PER SQ. FT. FOR ROOF PITCHES OF 2.25/12 TO 7/12

21 LBS. PER SQ. FT. FOR ROOF PITCHES OF 7/12 TO 12/12

**** MEAN ROOF HEIGHT 8'0" OR LESS**

**FRONT ELEVATION 'A'**

1/4" = 1'-0"

**LEFT ELEVATION**

1/8" = 1'-0"

**REAR ELEVATION**

1/8" = 1'-0"

**RIGHT ELEVATION**

1/8" = 1'-0"

Sheet No.	20-344
Date	12-18-20
Drawn By	KBB
Check By	
Refer to Elev.	

Rev.	Date	Revised
1		
2		
3		

9101 Ten-Ten Rd.
Raleigh, NC 27603
Office: (919) 302-0693



Email: Kent@KandAHomeDesigns.com Website: www.KandAHomeDesigns.com

Plan 1350

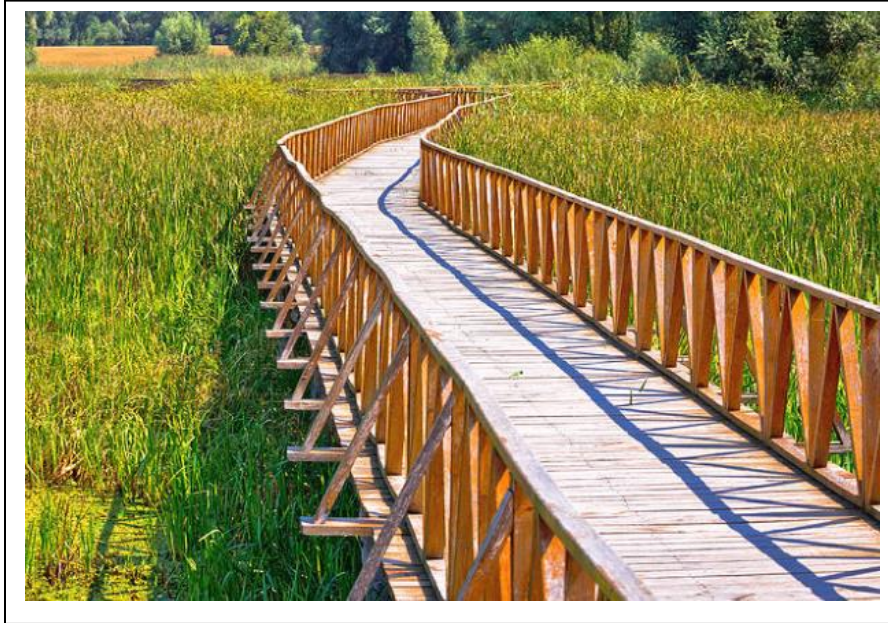
Parker Louis, LLC
301 Montclair Way
Chapel Hill, NC 27516

ELEVATION 'A'

Sheet Number

1

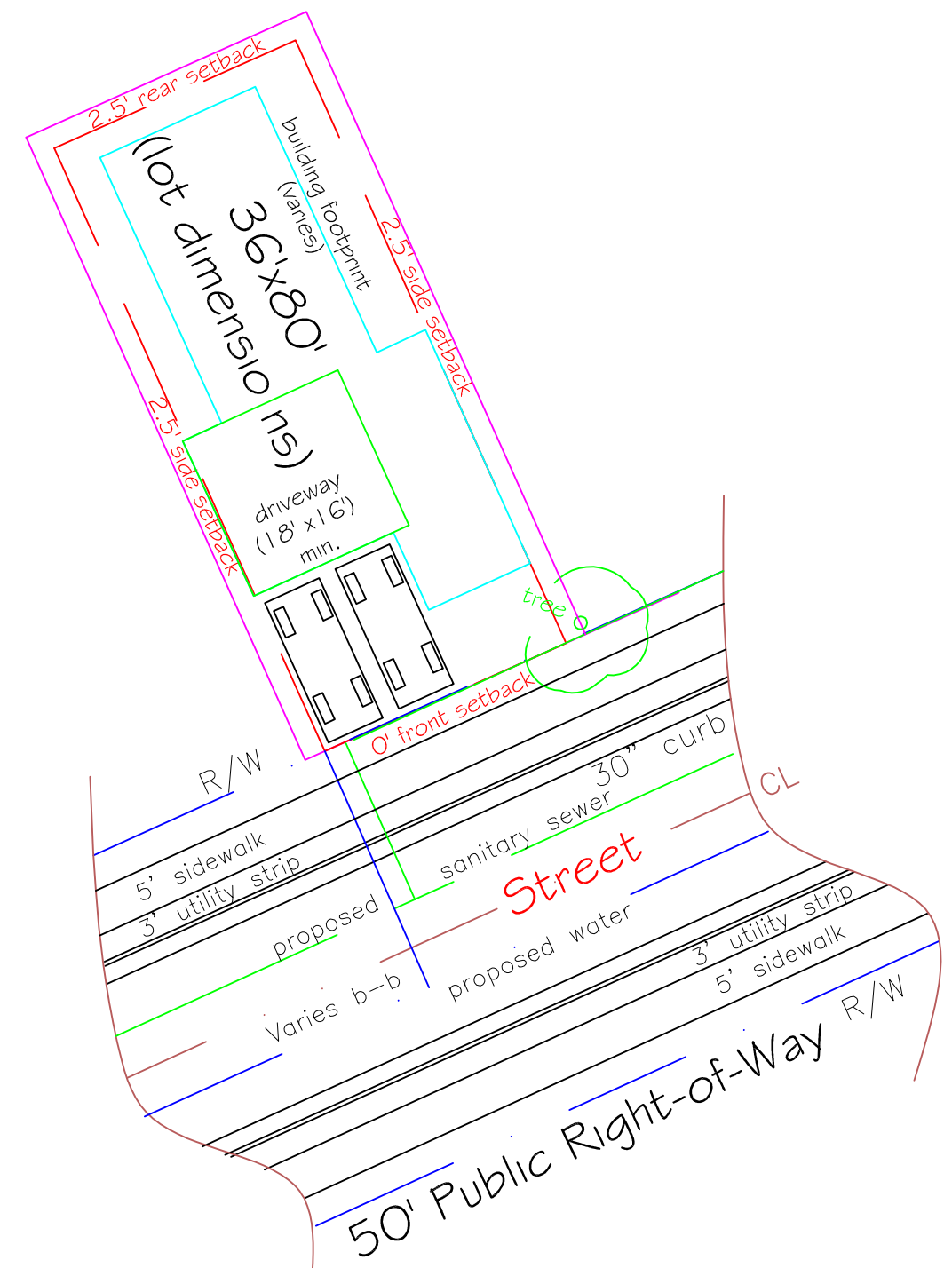
of 3



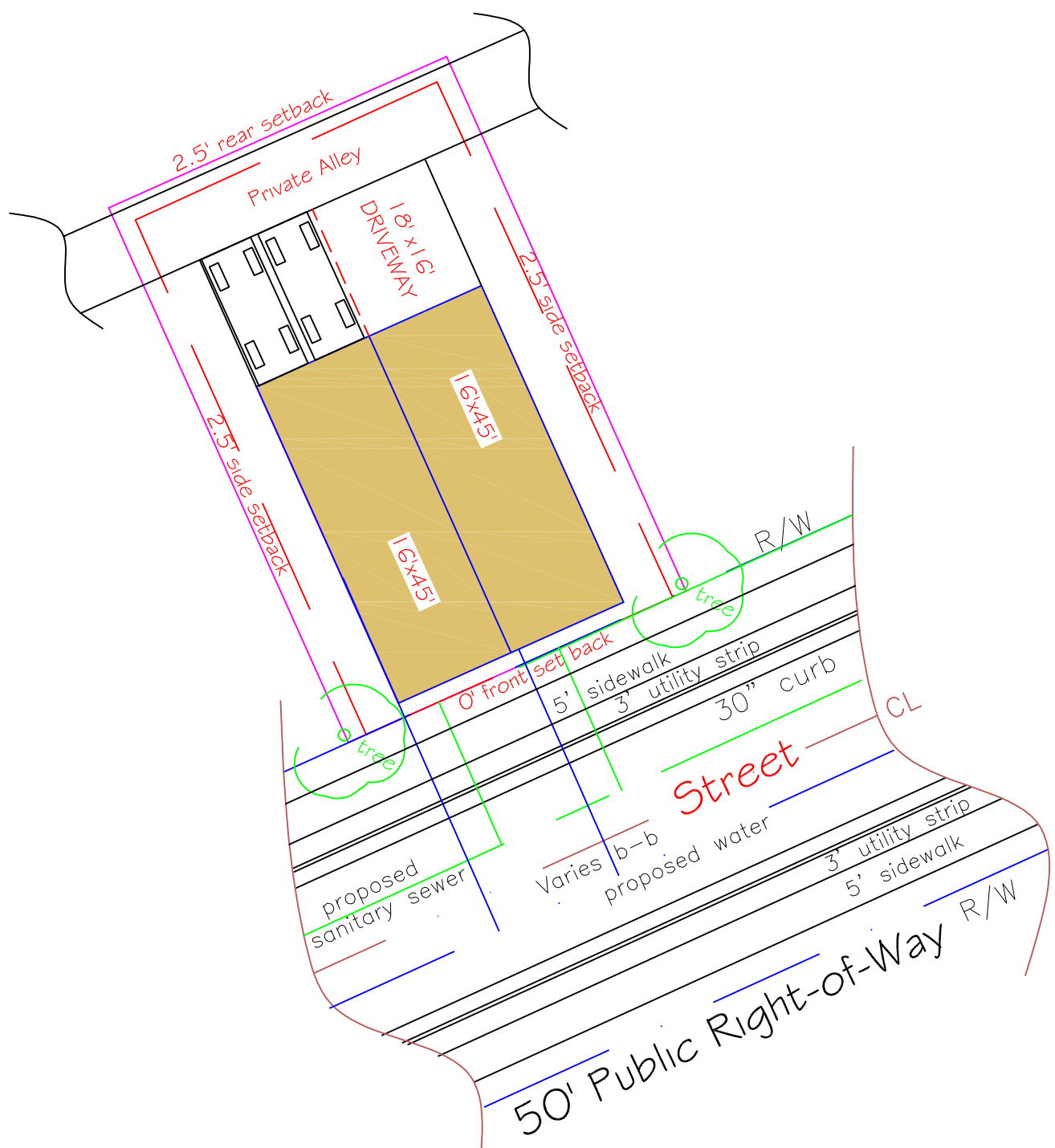
PARCEL DATA
Orange County Tax Information (Per Orange County GIS)
Parcels Included in this Project: 5
Orange County Plat Book References: 120-14 and 125-25

PIN: 9779288116 - 2.6Ac.
PIN: 9779276844 - 2.75Ac.
PIN: 9779284165 - 4.32Ac.

Property Address:
Unaddressed Homestead Road, Chapel Hill, North Carolina
Township: Chapel Hill Township
Waterhead: Jordan Lake
River Basin: Cape Fear
Deed Reference: DB 6786, Pg 1151
Town of Carrboro Current Zoning: R20
Owner: Parker Louis, LLC



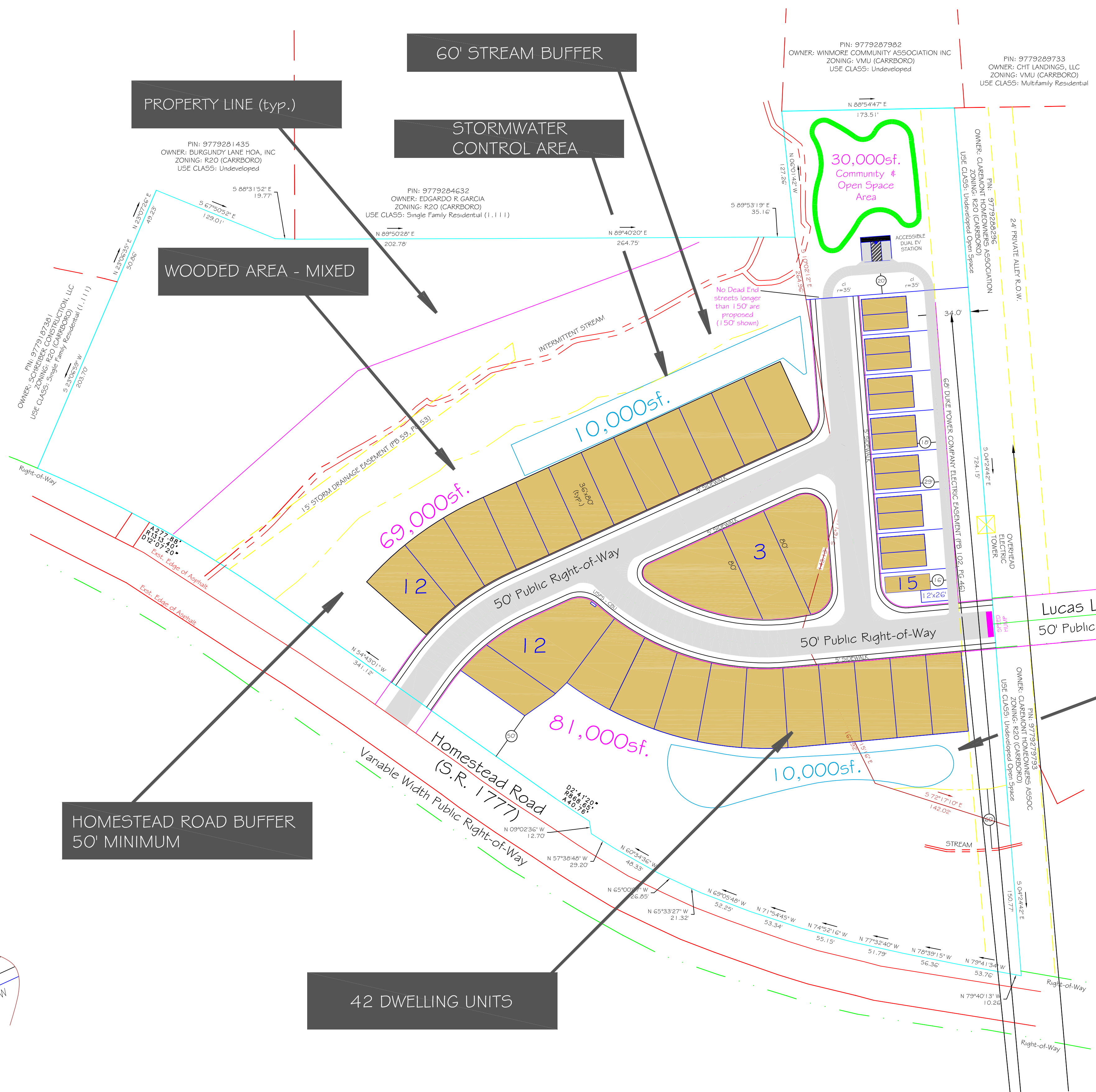
Example Duplex Building Area



Example Single Family Building Area

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

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



Requirement: 25% of the homes / units will be size-limited homes / units
Requirement: No more than 20% of the multi-family units will have more than 3 bedrooms

Provisions: Parking Space minimum size shall be 8' x 18'
Provisions: 2 EV (electric vehicle) charging space is required per 15 lots. The EV Space shall be an accessible space. A connection to Lucas lane is proposed with a speed hump at the common eastern property line.
Provisions: An 8,000sf. play field is proposed as part of this development plan 15.198.
Provisions: A zero setback is proposed west of the Overhead power line right of way.
No buffering or screening of this right of way is required or proposed.
Provisions: Proposed Setbacks of 0' Front, 2.5' Side, 2.5' rear
Provisions: No Homestead Sidewalk / Sidepath is proposed.

Multi-family Units having 3 or more units require automatic sprinkler systems.
No 3 or more unit multi-family buildings are proposed.
Only single family and duplex buildings are proposed.

All required fire department connections shall be on the street side of each building and activation of the sprinkler system shall activate both a local building alarm and a supervisory alarm at a 24 hour certified and licensed alarm monitoring service, PER Carrboro Code 12-14 b 1 and e. Fire access shall be an unobstructed width not less than 20'. Fire hydrants and Knox boxes where applicable will be provided with designated locations provided on the construction drawings.

PRELIMINARY PURPOSES ONLY, NOT APPROVED FOR CONSTRUCTION

Property Identification Numbers (PIN) for property:
PIN: 9779288116
PIN: 9779276844
PIN: 9779284165

CARRBORO HOMESTEAD
PRJ: 1-22-1011

SCALE: 1" = 1500' **Vicinity Map**



STORMWATER CONTROL AREA

Notes and Information

The site plan is illustrative. The project as shown will require a special use permit.
The applicant understands and accepts that approval of this site plan exhibit does not in any way relieve applicant from reproducing a site plan for the special use permit that fully complies with all applicable provisions of The Carrboro LUO.

Current Zoning Designation: R-20
Proposed Zoning Designation: R-3 SUP-A

TOTAL PROPERTY AREA: 9.7 Acres.
42 Units on 9.7 Acres results in 4.3 units / acre
Density Calculation Per LUO Section 15-182.3 (no deduction conditions)
The maximum residential density of the project shall be limited to 20 residential dwelling units per acre.

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

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

Proposed Impervious Surface Area: 3 Acres (130,600sf.)
Proposed Open Space: 5 Acres
Proposed Project Boundary Gross area: 9.7 Acres

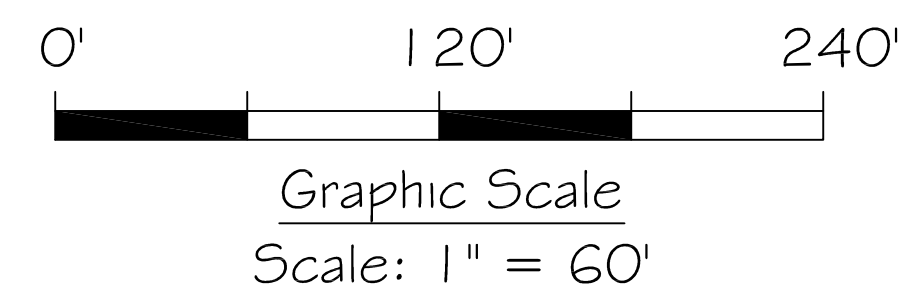
PROPOSED MINIMUM BUILDING SETBACKS

Proposed Development Setbacks
Front - 0' (steps and stairs 0' setback)
Side - 2.5'
Rear - 2.5' (steps and stairs 0' setback)

Note: Existing Setback for underlying zoning
Per Town of Carrboro Zoning Ordinance
R20 Zoning
Boundary Setback - 20'
Right of Way Setback - 35'
Road Centerline Setback - 55'

This plan proposes not less than 40% open space and this development proposes to comply with The Recreation Facilities Requirement - Article XIII of the Carrboro LUO.
Two Electric Vehicle Charging stations provided.

CALL BEFORE YOU DIG! ITS THE LAW
ULOCO North Carolina One Call Center
1-800-632-4949



SHEET
1B / 2

3-14-2022
DATE
1" = 60'
SCALE
BSB/CDH
DRAWN IN THE USA

REVISIONS
3-30-2022
12-9-2022
2-28-2023
3-23-2023

1-22-1011
PROJECT NUMBER
NOTAL NUMBER

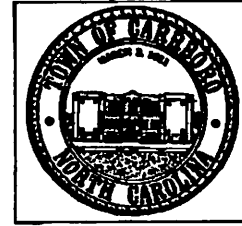
REZONING EXHIBIT
3-23-2023

Charles D. Huffine
C-1939

CARRBORO HOMESTEAD ZONING CONCEPT

PROJECT
THE L.E.A.D.S. GROUP, P.A.
565 EAST DAVENPORT STREET
SUITE 200
CHAPEL HILL, NC 27516
PHONE: (919) 237-2924
FAX: (919) 237-2924
LAND ENGINEERING AND DEVELOPMENT SERVICES

TOWN OF CARRBORO



NEIGHBORHOOD MEETING FORM

TO THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

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

904 Homestead, 820 Homestead, 310 Lucas Lane

TO BE CALLED TBD

AND TAX MAP REFERENCED AS 9779 276844
9779 288116

I, Adam Zinn, REPRESENTING 9779 928 4165
Parker Louis, LLC

SUBMIT THIS NEIGHBORHOOD MEETING FORM TO ACKNOWLEDGE THAT:

[PLEASE CHECK THE APPROPRIATE BOX BELOW.]



A MEETING WAS HELD WITH THE MEMBERS OF THE NEIGHBORHOOD ON

8/2/2022.



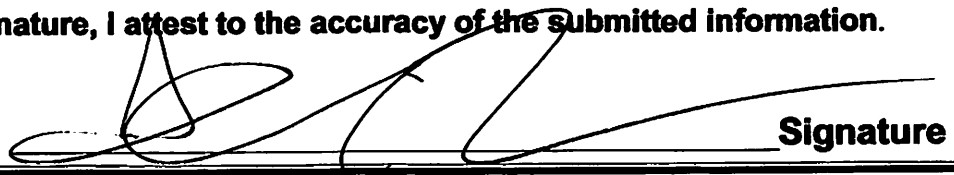
**Residents (including Property Owners and Renters), up to
1000 feet of the property, were notified of the neighborhood
meeting.**



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

**THIS NEIGHBORHOOD MEETING FORM IS RESPECTFULLY SUBMITTED TO THE TOWN
STAFF ON THIS 12th DAY OF December, 2022.**

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



Signature

Neighborhood Information Meeting August 3,2022 on Proposed Rezoning

904 Homestead Rd, 820 Homestead Rd, 310 Lucas Lane

13 nearby residents and/or interested parties attended the NIM meeting.

The attendees' concerns were:

Would the plan (Option A, 70 triplex/duplex units) allow for enough on-site parking (since the units will not have garages)? And how would the aesthetics look?

How would 70 new units impact traffic in Claremont and on Homestead Rd.

That this type of housing didn't match up with the single family housing in the adjoining Claremont neighborhood.

Based on feedback from the attendees' we created a 2nd option (Option B, 42 units combining single family and triplex units).

Option C answers all of their needs by adding garages and an alley to reduce parking concerns, reduces traffic by developing fewer lots and matches housing types with connecting neighborhoods.

NEIGHBORHOOD INFORMATION MEETING AUGUST 3, 2022 – PROPOSED REZONING FOR
902-904 HOMESTEAD ROAD

NAME **(PLEASE PRINT)**	ADDRESS, PHONE & EMAIL **(PLEASE PRINT)**
1. April Mills	405 Jewell Drive CH, NC 27516 412 818 6382 april.mills.nc@gmail.com
2. Lyndi Schilling	210 Airlie Dr. CH, NC 27516 lyndischilling@gmail.com
3. Evan Zeitler	212 Lucas Ln, Chapel Hill, NC 27516 ezeitler@gmail.com
4. Patrick Jones	819 Homestead Rd 919-869-4291 patrickolijones@yahoo.com
5. Clara Cottrell	107 Stratford Rd 984-291-0763 Clara.cottrell@gmail.com
6. Javier Cid	500 S Camellia St 919-943-7226 jcidnc@hotmail.com
7. Kathleen O'Neil	818 Homestead Road 608 3837 Chapel Hill, NC 27516 Kathleenoneillepa@gmail.com
8. EDUARDO GARCIA	818 HOMESTEAD RD 919-306-3512 CHapel Hill EGARCIA1@NC.RR.COM
9. Mark Snow	413 S Camellia St CH NC 27516 703-622-9575 msnow01@me.com
10. Adam Zinn	301 Montclair Way, Chapel Hill, NC 27516
11. Susan Romaine	412 E. Winmore Ave, Chapel Hill NC 27516
12. Yolanda Keller-Bell	217 Lucas Lane Chapel Hill NC 27516 706-372-1819 YDKBELL@GMAIL.COM
13. Barb Sawyer	207 Wyndham Dr. Chapel Hill 618-974-8122
14.	
15.	
16.	
17.	
18.	
19.	
20.	

Neighborhood Information Meeting proposed rezoning for 902 & 904 Homestead Road

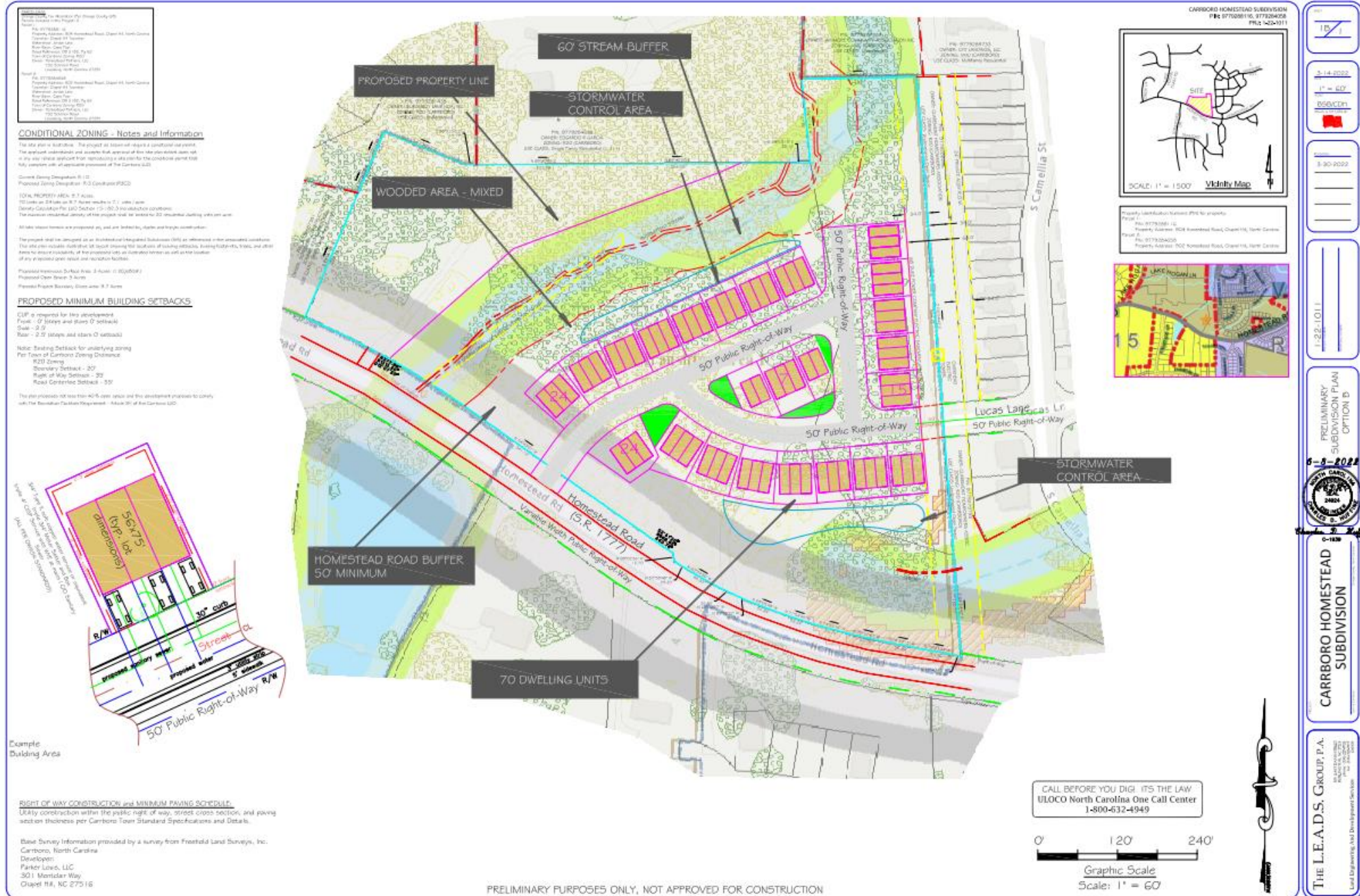
August 3, 2022

Please sign in on sign-in sheet.

Process for Conditional Rezoning

- ✓ Joint Advisory Board courtesy concept plan review – April 7, 2022
- ✓ Applicant submittal – petition, conceptual site plan, draft conditions
- ✓ Agency Review #1 out – awaiting comments
- ✓ Neighborhood Information Meeting
 - Revised Submittal (repeat as needed to ensure compliance)
 - Begin to review/refine conditions (mutually agreeable)
 - Town Council - Request to Set Public Hearing. If public hearing set:
 - Refer to advisory boards
 - Mailed/published notice/post property
 - Town Council Public Hearing (continuation if needed)
 - If rezoning approved, applicant follows with application for Special Use Permit

Conceptual Site Plan



Examples of Building Elevations

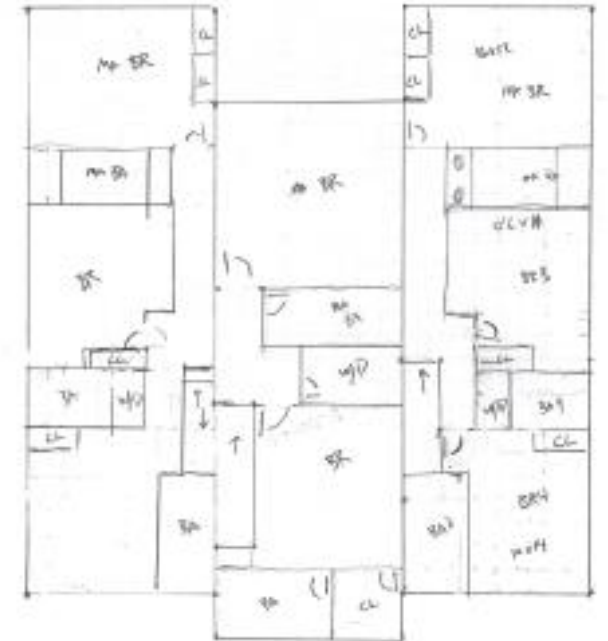
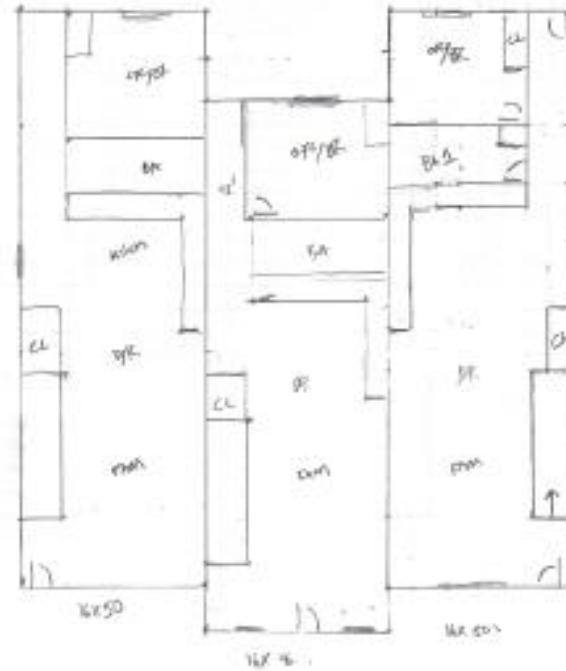




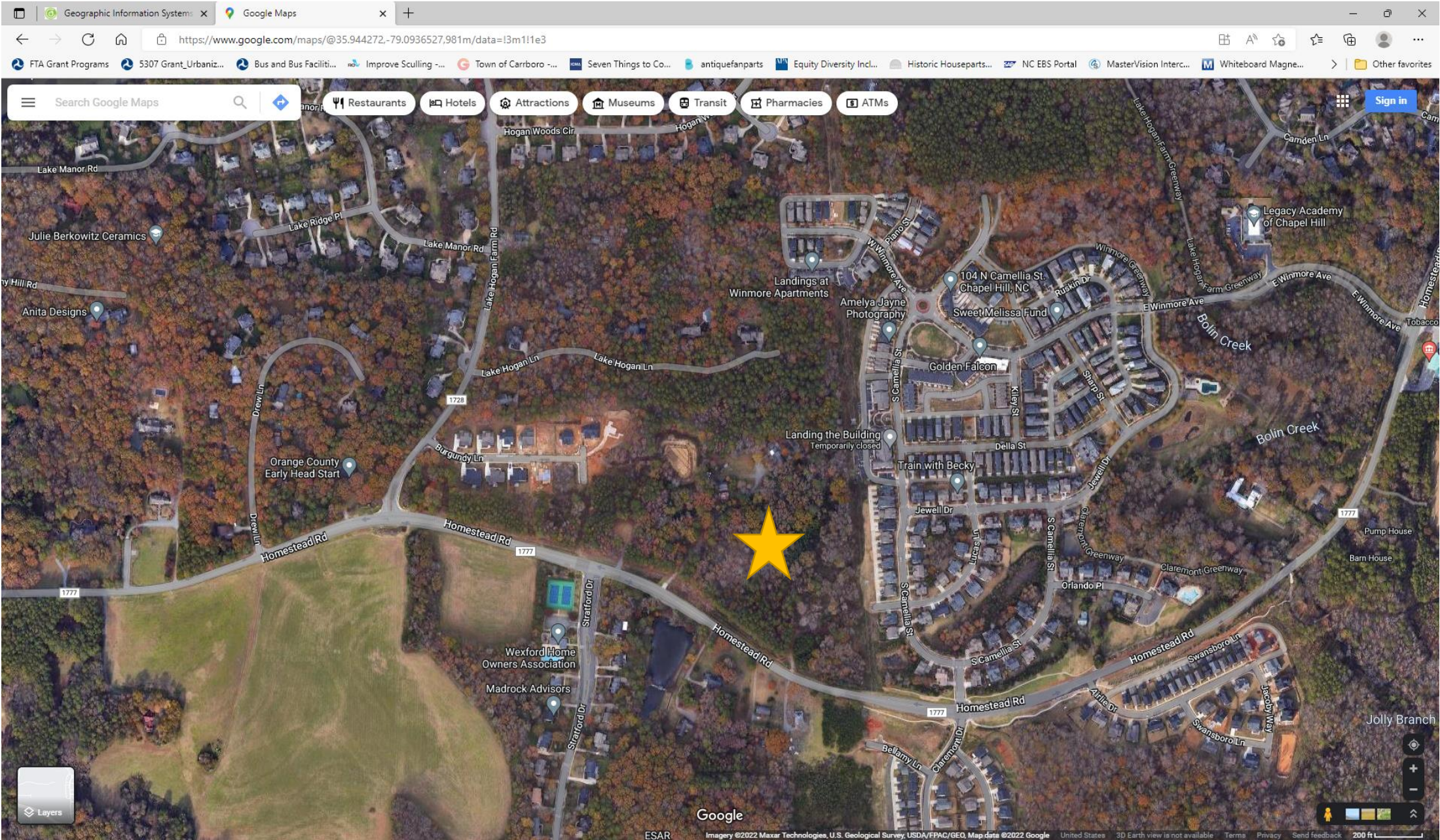




Possible Building Images



Vicinity Maps



AN ORDINANCE AMENDING THE CARRBORO ZONING MAP TO REZONE
APPROXIMATELY 9.70 ACRES OF PROPERTY KNOWN AS 820 AND 904
HOMESTEAD ROAD, AND 310 LUCAS LANE FROM R-20 (RESIDENTIAL, 20,000
SQUARE FEET PER DWELLING UNIT) TO R-3-CZ (RESIDENTIAL, 3,000 SQUARE
FEET PER DWELLING UNIT, CONDITIONAL)

Draft 04-14-2023

THE TOWN COUNCIL OF THE TOWN OF CARRBORO ORDAINS:

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

That property being described on Orange County Tax Maps by parcel identification numbers shown below shall be rezoned as noted and subject to the following conditions:

PIN	Existing Zoning	Acreage	Proposed Zoning
9779-28-4165	R-20	4.32	R-3-CZ
9779-27-6844	R-20	2.78	R-3-CZ
9779-28-8116	R-20	2.61	R-3-CZ

1. The Concept Plan labeled “Rezoning Exhibit Illustrative Site Plan – 820 & 904 Homestead Road and 310 Lucas Lane Conditional Rezoning,” dated _____ is approved and incorporated herein to indicate all potential land uses, the general location of buildings and parking areas, vehicular and bicycle-pedestrian access points, circulation patterns, stream buffers and stormwater management features, areas of preserved trees and other landscaped areas. Other features and issues remain to be decided at the time a special use permit-A is requested for the development. Those features and issues include, but are not necessarily limited to, the location of EV charging stations, open space and recreation facilities, bicycle-pedestrian improvements along Homestead Road, and all other elements necessary to determine compliance with the Land Use Ordinance.
2. The project shall be designed as an Architecturally Integrated Subdivision (AIS). As referenced in condition #1 above, the rezoning exhibit shall include illustrative lot layouts for each type of residential unit showing the location of setbacks, building footprints, trees, parking area, etc., to ensure the buildability of the proposed lots.
3. The residential density of the project shall be capped at a maximum of 44 dwelling units, comprising of a combination of use classifications 1.111 (single-family detached, one dwelling unit per lot, site built/modular), 1.232 (duplex, no bedroom limit), 1.242 (two family apartment, no bedroom limit), 1.322 (multi-family townhomes, no bedroom limits), and 1.332 (multi-family apartments with no bedroom limits). In addition, the applicant may reserve the opportunity to construct up to 4 ADU (1.220 primary apartment accessory apartment) subject to all applicable regulations.
4. The applicant has expressed interest in pursuing size-limited dwelling units, and will include up to 25% size limited units. The Housing & Community Services staff recommends that the rezoning follow the affordable housing expectation in the Land Use Ordinance and is content upon allocating 15% of the total number of units for affordable housing, or upon providing and payment in lieu of affordable units. If the project does not include 15% affordable units, the applicant shall participate in an affordable housing meeting with the Town Council.

5. Per the Town’s connectivity requirements, the proposed east-west internal road shall be constructed to provide a full connection to Lucas Lane. The street connection shall be designed and constructed with traffic calming measures so that it does not encourage substantial through traffic. Traffic calming measures shall be subject to the review and approval of the Town of Carrboro Fire Marshal.
6. *The project shall include the construction of a five to ten-foot sidewalk or sidepath along the property boundary with Homestead Road or its functional equivalent, such as a raised boardwalk. If topographical constraints along certain sections of road frontage make construction cost-prohibitive for the project, these areas shall be identified as part of the consideration of the rezoning and dedicated to the Town as permanent trail/greenway easements during the final plat for the special use permit-A.*

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

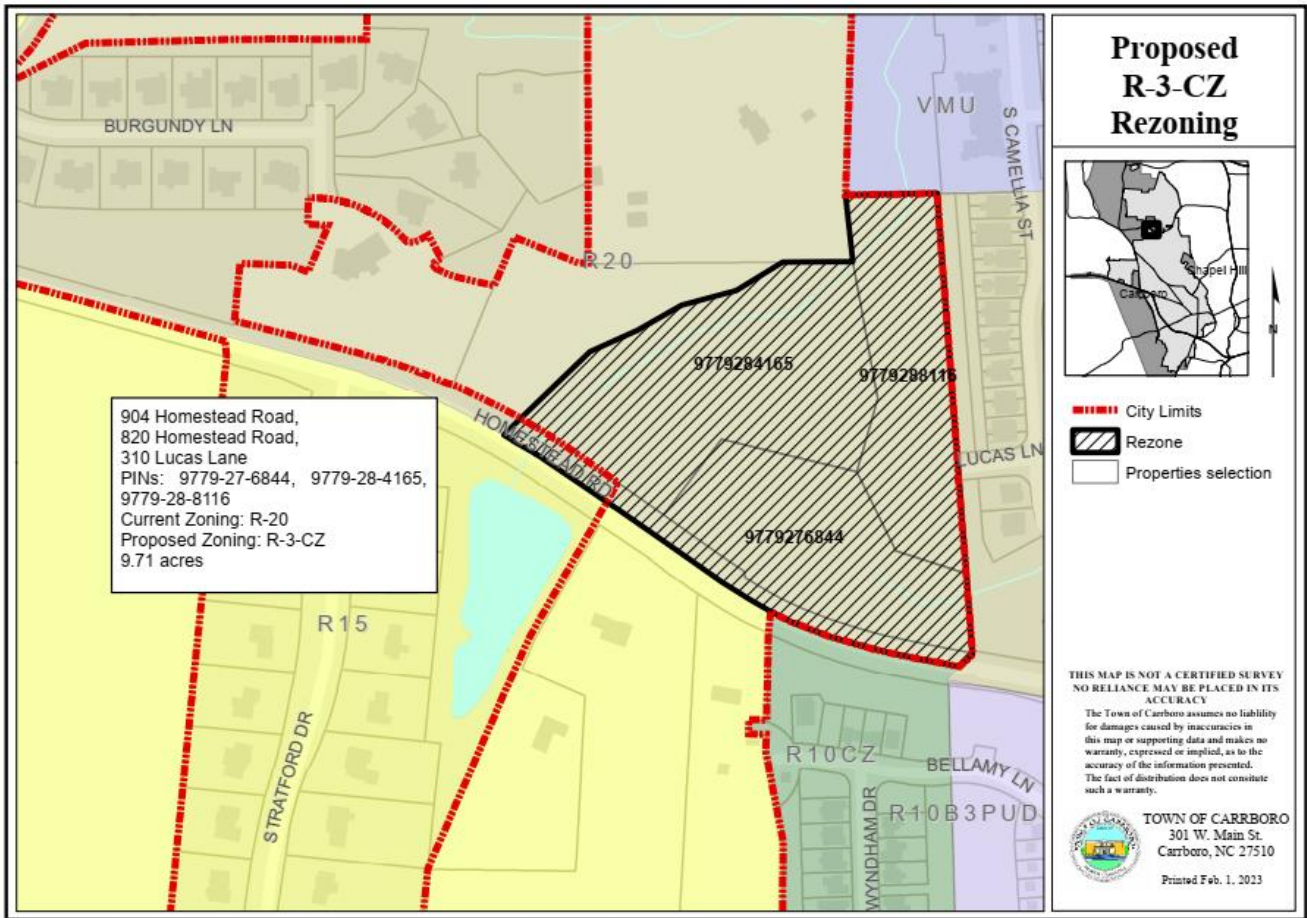
SECTION 3. This ordinance shall become effective upon adoption.

The foregoing ordinance having been submitted to a vote received the following vote and was duly adopted this ____ day of _____ 2023:

AYES:

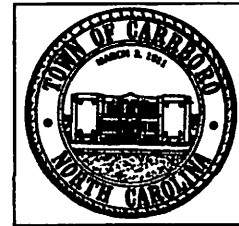
NOTES:

ABSENT OR EXCUSED:



DRAFT

TOWN OF CARRBORO

PETITION FOR ANNEXATION OF CONTIGUOUS
PROPERTY

"Dear Potential Business Operator:

Please be advised that it may be necessary to meet with several members of Town staff as well as outside agencies to identify and fully understand all rules, regulations, and policies applicable to your business. Please refer to the 'Checklist for Opening a Business in Carrboro.'

TO THE TOWN COUNCIL OF THE TOWN OF CARRBORO:

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

2) THE AREA TO BE ANNEXED IS CONTIGUOUS TO THE TOWN OF CARRBORO, AND IS LOCATED AT 904, 820 Homestead; 310 Lucas Lane AND TAX MAP REFERENCED 977A 276844.
THE BOUNDARIES OF SUCH TERRITORY ARE AS SHOWN ON THE METES AND BOUNDS DESCRIPTION ATTACHED HERETO. 977A 288116
977A 2884165

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

4) THE TOTAL ACREAGE AND DWELLING UNITS LOCATED ON THIS PROPERTY ARE AS FOLLOWS:
9.7 ACRES ~~2.7~~ DWELLING UNITS

RESPECTFULLY SUBMITTED THIS 17th DAY OF March, 2023

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

ATTEST: _____ SECRETARY

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

This the _____ day of _____, 20 ____.

TOWN CLERK: _____

FREEHOLD LAND SURVEYS, INC. C-165

2022-11-21

A combined legal description of PIN: 9779-28-8116, PIN: 9779-27-6844 and PIN: 9779-28-4165

Lying and being in the Chapel Hill Township, Orange County, State of North Carolina, and being more particularly described as BEGINNING at a 5/8" existing iron rod on the northern side of Homestead Road (S.R. 1977), said existing iron rod also being the southeastern corner of Lot 2C, "Minor Subdivision, 'Lot 2-recombined' Homestead Partners, LLC" recorded in Plat Book 125, Page 25, Orange County Registry; thence running N 45°54'44" E a distance of 181.76' to a 5/8" existing iron rod; thence running N 66°28'23" E a distance of 91.48' to a 5/8" existing iron rod; thence running N 60°26'56" E a distance of 104.10' to a 5/8" existing iron rod; thence running N 75°09'14" E a distance of 107.31' to a 5/8" existing iron rod; thence running N 58°32'49" E a distance of 103.22' to a 5/8" existing iron rod; thence running N 89°40'20" E a distance of 99.56' to a 5/8" existing iron rod 0.15' above grade; thence running S 89°53'19" E a distance of 35.16' to a 1" existing iron pipe 0.25' above grade; thence running N 06°01'42" W a distance of 127.26' to a 2" existing iron pipe 0.4' above grade; thence running N 88°54'47" E a distance of 173.51' to a 5/8" existing iron rod 0.3' below grade; thence running S 04°24'42" E a distance of 624.09' to a 5/8" existing iron rod 0.2' above grade; thence running S 04°24'42" E a distance of 100.06' to a 5/8" existing iron rod; thence running S 04°24'42" E a distance of 150.77' to a 5/8" existing iron rod 0.1' above grade on the northern side of Homestead Road (S.R. 1777); continuing thence N 79°40'13" W a distance of 10.26' to a calculated point; continuing thence N 79°41'34" W a distance of 53.76' to a calculated point; continuing thence N 78°39'15" W a distance of 56.36' to a calculated point; continuing thence N 77°32'40" W a distance of 51.79' to a calculated point; continuing thence N 74°52'16" W a distance of 55.15' to a calculated point; continuing thence N 71°54'45" W a distance of 53.34' to a calculated point; continuing thence N 69°05'48" W a distance of 52.25' to a calculated point; continuing thence N 65°33'27" W a distance of 21.32' to a 5/8" existing iron rod 0.1' above grade; continuing thence N 65°00'07" W a distance of 26.85' to a calculated point; continuing thence N 60°34'36" W a distance of 48.33' to a calculated point; continuing thence N 57°38'48" W a distance of 29.20' to a calculated point; continuing thence N 09°02'36" W a distance of 12.70' to a calculated point; continuing thence with a curve turning to the right with an arc length of 40.76', with a radius of 868.65', with a chord bearing of N 56°06'32" W, with a chord length of 40.76', to a calculated point; continuing thence N 54°43'01" W a distance of 147.28' to a 5/8" existing iron rod; continuing thence N 54°43'01" W a distance of 193.84' to a calculated point; continuing thence with a curve turning to the left with an arc length of 133.20', with a radius of 1313.40', with a chord bearing of N 57°42'11" W, with a chord length of 133.14', to a 5/8" existing iron rod on the northern side of Homestead Road (S.R. 1977), which is the POINT AND PLACE OF BEGINNING, having an area of 9.714 acres (423,155.2 square feet), and more particularly described being all of Lot 1-recombined, containing 2.611 acres (113,750.3 square feet) according to survey and plat entitled "Exempt Recombination of Lots 1, 2 & 3 Homestead Partners, LLC." as prepared by Stephen M. Hallstrom, PLS, dated December 4, 2018, revised February 22, 2019 and recorded in Plat Book 120, Page 14, Orange County Registry; and also all of Lot 2A, containing 2.784 Acres (121,269.4 square feet) and all of Lot 2B, containing 4.319 Acres (188,135.5 square feet) according to survey and plat entitled "Minor Subdivision 'Lot 2-recombined' Homestead Partners, LLC", as prepared by Stephen M. Hallstrom, PLS, dated October 20, 2021, revised March 7, 2022 and recorded in Plat Book 125, Page 25, Orange County Registry.

ARTICLE IX

ZONING DISTRICTS AND ZONING MAP

PART I. ZONING DISTRICTS

Section 15-141.4 Conditional Zoning Districts. (AMENDED 5/27/08; REWRITTEN 6/22/21)

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

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

B-1(C)-CZ, B-1(G)-CZ, B-2-CZ, B-3-CZ, B-3-T-CZ, B-4-CZ, CT-CZ, O-CZ, O/A-CZ, M-1-CZ, M-2-CZ, M-3-CZ (AMENDED 4/27/10; 6/23/15; 10/23/18)

There may also be established a HR-CC-CZ zoning district, pursuant to the purpose statement and criteria described in Section 15-136.1.

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

(c) Subject to the provisions of subsections (k), (l), and (n), the uses permissible within a conditional zoning district authorized by this section, and the regulations applicable to property within such a district, shall be those uses that are permissible within and those regulations that are applicable to the conventional use zoning district to which the conditional district corresponds, except as those uses and regulations are limited by conditions imposed pursuant to subsection (f) of this section. For example, property that is rezoned to a B-2-CZ district may be developed in the same manner as property that is zoned B-2, subject to any conditions imposed pursuant to subsection (d). (AMENDED 10/23/18)

- (1) Property that is zoned B-4-CZ may be developed for use classifications 1.231 (duplex, maximum 20% units > 3 bedrooms/dwelling unit), 1.241 (two family apartment, maximum 20% units > 3 bedrooms/dwelling unit), 1.321 (multi-family residences, maximum 20% units > bedrooms/dwelling unit and 1.331 (multi-family, maximum 20% units > 3 bedrooms/dwelling unit) 1 in addition to other uses permissible in the B-4 district, subject to a special use permit-A, and the following: (i) not more than 25% of the total land area covered in this district may be developed for such uses; and (ii) the area developed for such uses shall have a minimum of 1,500 square

Art. IX ZONING DISTRICTS AND ZONING MAP

feet per dwelling unit (except that applicable density bonuses shall apply).

- (2) Except as otherwise provided in this section, the uses that are permissible within a M-3-CZ district, and the regulations applicable to property within such a district shall be those uses and those regulations that would be applicable to any property zone M-1-CZ (i.e. excluding specific conditions made applicable to any property zoned M-1-CZ) with the addition of use 3.230.
- (3) Property that is zoned O/A-CZ shall be subject to all regulations applicable to the O/A district (including but not limited to the performance standards set forth in part I of Article XI), except as follows:
 - a. No area less than four contiguous acres and no more than a total of twenty-five (25) acres may be rezoned to the O/A-CZ.
 - b. Uses within the O/A-CZ district shall be limited to those where loading and unloading occurs during daylight hours only.
 - c. Buildings within the O/A-CZ district shall comply with the following standards:
 1. Exterior walls shall be constructed of materials commonly used on the exterior walls of single-family residences (such as brick, stone, wood or fabricated residential lap siding made of hardboard or vinyl).
 2. The pitch of the roof shall have a minimum vertical rise of one foot for every two feet of horizontal run.
 3. Windows shall be of a scale and proportion typically of single-family residences.

(d) When a rezoning petition for a conditional zoning district is submitted (in accordance with Article XX of this chapter), the application shall include a list of proposed conditions (which may be in the form of written statements, graphic illustrations, or any combination thereof) to be incorporated into the ordinance that rezones the property to the requested conditional zoning district. The rezoning petition for a VMU district, described in subsection 15-141.2(g)(1), shall include a master plan as a condition of the approval.
(AMENDED 10/25/16)

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

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- (1) The petition shall include information that demonstrates that, if the project is completed as proposed, it:
 - a. Will not substantially injure the value of adjoining or abutting property; and
 - b. Will be in harmony with the area in which it is to be located. The manner in which a project is designed to accommodate additional building height including, but not limited to, scale, architectural detailing, compatibility with the existing built environment and with adopted policy statements in support of vibrant and economically successful and sustainable, mixed-use, core commercial districts shall be among the issues that may be considered to make a finding that a project is or is not in harmony with the area in which it is to be located. The applicant may use a variety of graphic and descriptive means to illustrate these findings; and
 - c. Will be in general conformity with the Comprehensive Plan, Land Use Plan, long range transportation plans, and other plans officially adopted by the Council. **(AMENDED 3/22/16, 10/25/16)**
- (2) All relative provisions of the Land Use Ordinance shall apply except to the extent that such provisions are superseded by the provisions of this section or any conditions incorporated into the conditional zoning district described in subsection (d) and (f). **(AMENDED 10/25/16)**

(f) The specific conditions proposed by the petitioner or the Town may be modified by the planning staff, advisory boards or Town Council as the rezoning application works its way through the process described in Article XX, but only those conditions mutually approved by the Town and consented to by the petitioner in writing may be incorporated into the zoning regulations. Unless consented to by the petitioner in writing, the town may not require, enforce, or incorporate into the zoning regulations any condition or requirement not authorized by otherwise applicable law, including, without limitation, taxes, impact fees, building design elements within the scope of G.S. 160D-702(b), driveway-related improvements in excess of those allowed in G.S. 136-18(29) and G.S. 160A-307, or other unauthorized limitations on the development or use of land. Conditions and site-specific standards imposed in a conditional district shall be limited to those that address the conformance of the development and use of the site to the requirements of this chapter, or the impacts reasonably expected to be generated by the development or use of the site.

(g) Except as allowed under minor modifications below, all changes to conditional zoning districts are major amendments and shall follow the same process as for the original approval as described in this section and in Article XX. Changes to conditional zoning districts may also require amendments or modifications to associated special use permits, zoning permits or sign permits for the development as pursuant to Section 15-64.

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- (1) Minor modifications in conditional zoning districts may be reviewed and approved administratively subject to the following limitations:

The minor modification:

- a. Does not involve a change in uses permitted or the density overall of the development permitted;
 - b. Is a limited minor change that does not have a substantial impact on neighboring properties, the general public, or those intended to occupy or use the proposed development, such as, without limitation, a minor adjustment to internal road or parking configuration, a minor adjustment to building location, or a minor adjustment to internal tree screening or other landscaping, or a minor adjustment to utility location;
 - c. Does not increase the impacts generated by the development on traffic, stormwater runoff, or similar impacts beyond what was projected for the original development approval;
 - d. Meets all other applicable conditions of the rezoning; and
 - e. Meets all other ordinance requirements.
- (2) For a conditional zoning district applicable to multiple parcels, the owners of individual parcels may apply for a minor modification or major amendment so long as the change would not result in other properties failing to meet the terms of the conditions. Any approved changes shall only be applicable to those properties who owners petition for the change.

(h) A decision on a minor modification may be appealed to the Board of Adjustment as an administrative determination as provided for in subsection 15-93.1. An application for a minor modification does not preclude an applicant from seeking a variance from the Board of Adjustment.

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

(j) Notwithstanding the foregoing, all uses that are permissible in the B-4-CZ zoning district and M-3-CZ zoning district shall require the issuance of a special use permit-A. **(AMENDED 10/23/18)**

(k) Notwithstanding the foregoing, in approving a rezoning to a B-1(g) – CZ zoning district, the Town Council may authorize the property so zoned to be developed at a higher level

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

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

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

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

(m) For property that is zoned B-4-CZ, the Town Council may approve a special use permit-A that authorizes the tract to be divided into two or more lots, so long as (i) the application for the special use permit-A contains sufficient information to allow the Town Council to approve (and the Council does approve) such subdivision (including without limitation the street system, stormwater control system, open spaces, and all other common areas and facilities outside the boundaries of the subdivided lots) as well as the development of at least one of the lots within the subdivided tract, all in accordance with the applicable standards and requirements of this chapter (i.e. The subdivision and development of such lot(s) require no further review by the Council); and (ii) the application specifies (as a proposed condition on the CUP) the use or uses, maximum height, and maximum floor area of any structure(s) allowed on each lot for which the application does not provide sufficient information to allow development approval by the Council. (Amended 10/23/18)

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- (1) Notwithstanding the provisions of subsection 15-64(d), with respect to lots for which the application for a special use permit-A for the entire tract does not provide sufficient information to allow development approval of such lots by the Council, the Council shall specify (by way of a condition upon the special use permit-A) whether development approval of such lots shall be regarded as an insignificant deviation or a minor modification, or shall require a new application. In making this determination, the Council shall consider the extent to which the initial special use permit-A imposes limitations on the use and design of each such lot beyond the minimum requirements of this section. The Council's determination as to the type of approval of such lots shall apply only to applications that are consistent with the permit previously approved by the Council. Such applications may be submitted by persons who have an interest (as described in Section 15-48) only in such lots, rather than the developer of the entire tract zoned B-4-CZ.
 - (2) Except as provided in subdivision (1) above, the provisions of Section 15-64 and Subsection 15-141.4 shall apply to proposed changes to a special use permit-A issued in connection with a B-4-CZ rezoning.
- (n) For property that is zoned M-3-CZ, pursuant to subsection 15-141.4(c)(2) the following provisions shall apply.
- (1) If the Town Council concludes that a proposed development of property zoned M-3- CZ will contain site and building elements that will create a more vibrant and successful community and provide essential public infrastructure, the Council may approve a special use permit-A that allows up to a specified maximum percentage of the gross floor area of the development to be devoted to any combination of uses 8.100, 8.200, 8.500, 8.600, and 8.700. The specified maximum percentage of the gross floor area of the development that may be devoted to such uses shall be proportional to the extent to which the development provides site and building elements that exceed the basic requirements of this ordinance. Such site and building elements are intended to be selected from the following five areas: stormwater management and water conservation; substantial transportation improvement and alternative transportation enhancement; on-site energy production and energy conservation; creation of new and innovative light manufacturing operations; and the provision of public art and/or provision of outdoor amenities for public use.
 - (2) The following relationships between site and building elements and uses are hereby deemed to satisfy the standard set forth in subdivision (1) of this subsection: (i) up to fifteen percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of uses 8.100, 8.200, 8.500, 8.600, and 8.700 if the development includes at

least fifteen percent of the examples of performance measures from the five areas of site and building element categories set forth below; (ii) up to thirty percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of the foregoing uses if the development includes at least thirty percent of the examples of performance measures from the five areas of site and building element categories set forth below; and (iii) up to forty percent of the gross floor area of a development approved pursuant to this section may be devoted to any combination of the foregoing uses if the development includes at least forty percent of the examples of performance measures from the five areas of site and building element categories set forth below. In addition, the Council may allow up to forty percent of a development approved pursuant to this section to be devoted to any combination of the foregoing uses if it concludes that the development will be making a substantial enough investment in one or more of the performance measures listed below to satisfy the standard set forth in subdivision (1) of this subsection.

Performance Measures

Site and Building Element Categories	Examples of Performance Measures
Stormwater management and Water conservation	1) Substantial stormwater retrofits 2) Reduction in nitrogen loading from the site by at least 8 percent from the existing condition, as determined by the Jordan Lake Accounting Tool
Substantial transportation improvement and Alternative transportation enhancement	3) Provision of a safe, convenient, and connected internal street system or vehicle accommodation area designed to meet the needs of the expected number of motor vehicle, bicycle, pedestrian, and transit trips 4) Substantial improvement to public infrastructure, such as enhanced bicycle and pedestrian paths, or access to transit 5) Construction of substantially improved site entrance, intersection
On-site energy production and energy conservation	6) Meets or exceeds standards for LEED Gold certification 7) Installation of active and passive solar features such as sufficient solar arrays to account for 50 percent or more of the electrical usage for the property 8) Use of harvested rainwater for toilet flushing

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	<p>9) Use of devices that shade at least 30 percent of south-facing and west-facing building elevations</p> <p>10) Use of low emissivity (low-e²) windows along south-facing and west-facing building elevations</p> <p>11) Installation of attic insulation that exceeds the current building code R-value rating by 35 percent or greater</p> <p>12) Use of geothermal heat system to serve the entire complex</p> <p>13) Use of LED fixtures for parking and street lights</p> <p>14) Meets the Architecture 2030 goal of a 50 percent fossil fuel and greenhouse gas emission reduction standard, measured from the regional (or country) average for that building type or the US Conference of Mayors fossil fuel reduction standard for all new buildings to carbon neutral by 2030</p>
Creation of new and innovative light manufacturing operations	<p>15) The development of clean, innovative light manufacturing operation(s) that creates employment for a more than ten workers</p> <p>16) Incorporates technologies to reduce production waste by 50 percent or more</p>
The provision of public art and/or provision of outdoor amenities for public use	<p>17) Outdoor amenities such as major public art</p> <p>18) Amphitheatre or outdoor theater, outdoor congregating/gathering area</p> <p>19) Outdoor eating facilities</p> <p>20) Outdoor tables with game surfaces, etc.</p>

(3) In approving a special use permit-A for a development of infill property zoned M-3-CZ, the Council may allow deviations from the otherwise applicable standards relating to public streets as follows:

- a. The Council may approve a curb and gutter street having a right-of-way of not less than 50 feet, travel lanes of not less than 11 feet, divided by a raised concrete median, with a two foot planting strip and a five foot sidewalk if the development provides a separate ten-foot wide paved bike path or shared-use path that constitutes a satisfactory alternative to a bike lane with the street right-of-way if the applicant can demonstrate that the proposed road will provide the functional equivalent to the required street classification standard for all modes of travel from the point of origin to the terminus at the property boundaries.

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- b. The Council may approve a street lighting system consisting of LED lights on 15 foot poles if satisfactory arrangements are made to ensure that all costs associated with the installation, operation, and maintenance of such poles and lights are borne by the developer or the developer's successor, and not the Town.
- c. The Council may approve a street tree planting plan that provides for the installation of fewer 6" caliper trees rather than the planting of more numerous 2" caliper trees required by Section 15-316.

PART II. ZONING MAP**Section 15-142 Official Zoning Map.**

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

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

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

Section 15-143 Amendments to Official Zoning Map. (AMENDED 4/27/10; 10/26/10; 9/24/13)

(a) Amendments to the Official Zoning Map are accomplished using the same procedures that apply to other amendments to this chapter, as set forth in Article XX.

(b) The administrator shall update the Official Zoning Map as soon as possible after amendments to it are adopted by the Town Council. Upon entering any such amendments to the map, the administrator shall change the date of the map to indicate its latest revision. New prints of the updated map may then be issued.

(c) No unauthorized person may alter or modify the Official Zoning Map.

(d) The planning department shall keep copies of superseded prints of the zoning map for historical reference.

Section 15-143.4 Downtown Neighborhood Protection Overlay District. (AMENDED 8/23/05)

(a) There is hereby created a Downtown Neighborhood Protection (DNP) Overlay District. The purpose of this district is to establish special height, setback, and design requirements applicable to lots in certain commercially zoned downtown areas where such lots abut or are directly across the street from residentially zoned properties.

(b) Because the DNP district is an overlay district, properties within this district are subject to the regulations applicable to the underlying district except as those regulations are modified or superseded by the requirements of the DNP district. The requirements of the DNP district are set forth in Section 15-185.1 of this chapter.

Section 15-143.5 Lloyd/Broad Overlay District. (AMENDED 6/26/2018)

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(a) There is hereby created a Lloyd/Broad Overlay District. The purpose of this district is to protect and preserve the character of the district and to establish special height, setback, mass and parking requirements applicable to lots within the district.

(b) Because the Lloyd/Broad Overlay District is an overlay district, properties within this district are subject to the regulations applicable to the underlying zoning district, except as those regulations are modified or superseded by the requirements of this district which are set forth in Section 15-185.2 of this Chapter.

Section 15-144 through 15-145 Reserved.

ARTICLE XX

AMENDMENTS

Section 15-320 Amendments in General.

(a) Amendments to the text of this chapter or to the zoning map or to the comprehensive plan may be made in accordance with the provisions of this article, or in the case of non-substantive editorial changes, may be made administratively by the planning director, as described in Section 15-38 of this ordinance. **(AMENDED 9/01/87; 6/22/21)**

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

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

(d) The regulations applicable to the watershed districts do, and all amendments to these regulations shall, comply with the water supply watershed protection rules promulgated by the State pursuant to G.S. section 143-214.5. Copies of all amendments to section 15-266 shall be sent to the Department of Environmental Quality (DEQ), Division of Water Resources and the Environmental Management Commission (EMC). **(AMENDED 10/15/96; 6/22/21)**

Section 15-321 Initiation of Amendments.

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

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

- (1) The name, address, and phone number of the applicant. If a change in zoning district classification to a less dense development density is proposed, the name, address, phone number and signature of all property owners consent to the application is required. Applications for down-zoning shall not be considered unless all the property owners consent to the application. **(AMENDED 6/22/21)**

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- (2) A description of the land affected by the amendment if a change in zoning district classification is proposed.
- (3) Stamped envelopes containing the names and addresses of all those to whom notice of the public hearing must be sent as provided in Section 15-323.
- (4) A description of the proposed map change or a summary of the specific objective of any proposed change in the text of this chapter.
- (5) A concise statement of the reasons why the petitioner believes the proposed amendment would be in the public interest.

(b1) If a change in zoning district classification is proposed, the petitioner shall hold at least one neighborhood information meeting on the application. A mailing is required in accordance with the standards in 15-323(c). **(AMENDED 6/22/21)**

(c) Upon receipt of a petition as provided in (b), the planning staff shall either:

- (1) Treat the proposed amendment as one initiated by the town administration and proceed in accordance with subsection (a) if it believes that the proposed amendment has significant merit and would benefit the general public interest; or
- (2) Forward the petition to the Council with or without written comment for a determination of whether an ordinance should be drafted and a public hearing set in accordance with subsection (d).

(d) Upon receipt of a proposed ordinance as provided in subsection (a), the Council may establish a date for a public hearing on it. Upon receipt of a petition for an ordinance amendment as provided in subsection (b), the Council may summarily deny the petition or set a date for a public hearing on the requested amendment and order the attorney, in consultation with the planning staff, to draft an appropriate ordinance. In accordance with G.S. 160D-601(d), petitions for proposed map changes that would result in a downzoning of property shall only be initiated by the owners of the property or the Town. (See subsection (b)(1) above.) **(AMENDED 6/22/21)**

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

(a) If the Council sets a date for a public hearing on a proposed amendment, it shall also refer the proposed amendment to the planning board for its consideration and may refer the amendment to the appearance commission if community appearance is involved, and may refer the amendment to the transportation advisory board if the amendment involves community transportation issues, and may refer the amendment to the environmental advisory board if the amendment involves community environment issues, and may refer the amendment to the affordable housing advisory commission if the amendment involves an affordable housing issue, and may refer the amendment to the economic sustainability commission if the amendment

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involves an economic development issue or any other board if the amendment involves an issue of which the board has expertise. **(AMENDED 9/19/95; REWRITTEN 2/25/14; AMENDED 6/25/19; 6/22/21).**

(b) The planning board shall advise and comment on whether the proposed amendment is consistent with the Comprehensive Plan, Land Use Plan, long-range transportation plans, or other applicable plans officially adopted by the Town Council. The planning board shall provide a written recommendation to the Town Council that addresses plan consistency and other matters as deemed appropriate by the planning board. If no written report is received from the planning board within 30 days of referral of the amendment to that board, the Town Council may proceed in its consideration of the amendment without the planning board report. **(AMENDED 10/24/06; 6/22/21)**

(c) A comment by the planning board that a proposed amendment is inconsistent with the Comprehensive Plan, Land Use Plan, long-range transportation plans or other officially adopted plan shall not preclude consideration or approval of the proposed amendment by the Town Council, and the Town Council is not bound by the recommendations of the planning board. **(AMENDED 10/24/06; 6/22/21)**

(d) A member of the planning board and any other advisory committee that provides direct advice to the Town Council (i.e. it does not report to the planning board) shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship. **(AMENDED 10/24/06; 6/22/21)**

Section 15-323 Hearing Required: Notice.

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

(b) The planning staff shall publish a notice of the public hearing on any ordinance that amends the provisions of this chapter once a week for two successive weeks in a newspaper having general circulation in the Carrboro area. The notice shall be published for the first time not less than ten days nor more than twenty-five days before the date fixed for the hearing. This period is to be computed in accordance with G.S. section 160D-601(a), which provides that the date of publication is not counted but the date of the hearing is. **(AMENDED 6/22/21)**

(c) With respect to all map amendments, the planning staff shall mail, by first class mail, written notice of the public hearing to the record owners of all properties whose zoning classification is changed by the proposed amendment as well as the owners of all properties any portion of which is abutting the property rezoned by the amendment, including property separated by a street right of way, railroad or other transportation corridor and any other property that is within 1000 feet of the property rezoned by the amendment. For purposes of this section the term "owners" shall mean the persons shown as owners on Orange County's computerized land records system. The planning staff

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shall also make reasonable efforts to mail a similar written notice to the non-owner occupants of residential rental property located within 1,000 feet of the lot that is the subject of the rezoning. The notices required by this subsection shall be deposited in the mail at least 10 but not more than 25 days prior to the date of the public hearing. If the rezoning map amendment is being proposed in conjunction with an expansion of municipal extraterritorial planning and development regulation jurisdiction under G.S. 160D-202, a single hearing on the zoning map amendment and the boundary amendment may be held. In this instance, the initial notice of the zoning map amendment hearing may be combined with the boundary hearing notice and the combined hearing notice mailed at least 30 days prior to the hearing. The staff member mailing such notices shall certify to the council that the notices have been mailed, and such certificate shall be deemed conclusive in the absence of fraud. **(AMENDED 10/12/82; 1/22/85; 10/1/85; 4/15/97; 3/26/02; 6/22/21)**

(d) The first class mail notice required under subsection (c) of this section shall not be required if the zoning map amendment directly affects more than 50 properties, owned by a total of at least 50 different property owners, and the Town elects to use the expanded published notice provided for in this subsection. In this instance, the Town may elect to either make the mailed notice provided for in subsection (c) of this section or may, as an alternative, elect to publish notice of the hearing as required by G.S. section 160D-602(b), but provided that each advertisement shall not be less than one-half (1/2) of a newspaper page in size. The advertisement shall only be effective for property owners who reside in the area of general circulation of the newspaper which publishes the notice. Property owners who reside outside of the newspaper circulation area, according to the address listed on the most recent Orange County property tax listing for the affected property, shall be notified according to the provisions of subsection (c) of this section. **(AMENDED 10/24/06; 6/22/21)**

(e) For proposed zoning map amendments, the planning staff shall prominently post a notice of the public hearing on the site proposed for a rezoning or an adjacent public street or highway right-of-way at least 10 but not more than 25 days prior to the date of the public hearing. When multiple parcels are included within a proposed zoning map amendment, a posting on each individual parcel is not required, but the planning staff shall post sufficient notices to provide reasonable notice to interested persons. **(AMENDED 6/22/21)**

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

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

- (1) State the date, time, and place of the public hearing.
- (2) Summarize the nature and character of the proposed change.
- (3) If the proposed amendment involves a change in zoning district classification, reasonably identify the property whose classification would be affected by the amendment.

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- (4) State that the full text of the amendment can be obtained from the town clerk.
- (5) State that substantial changes in the proposed amendment may be made following the public hearing.

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

(i) Except for a town-initiated zoning map amendment, when an application is filed to request a zoning map amendment and that application is not made by the owner of the parcel of land to which the amendment would apply (regardless of how the staff treats the proposed amendment under subsection 15-321(c)), the applicant shall certify to the Town Council that the owner of the parcel of land as shown on the county tax listing has received actual notice of the proposed amendment and a copy of the notice of public hearing. The person or persons required to provide notice shall certify to the Town Council that proper notice has been provided in fact, and such certificate shall be deemed conclusive in the absence of fraud. **(AMENDED 11/24/09)**

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

Section 15-324 Council Action on Amendments. **(AMENDED 10/24/06)**

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

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

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

(d) When adopting or rejecting any zoning or text amendment, the Council shall adopt a statement describing whether the action is consistent or inconsistent with an adopted comprehensive plan, which shall not be subject to judicial review. **(AMENDED 2/6/2018;**

REWRITTEN 6/22/21)

- (1) If the amendment is adopted and the action was deemed inconsistent with the adopted plan, the zoning amendment shall have the effect of also amending any future land use map in the approved plan, and no additional request or application for a plan amendment shall be required.
- (2) A plan amendment and zoning amendment may be considered concurrently.
- (3) If a zoning map amendment qualifies as a “large-scale rezoning” under G.S. section 160D-602(b), the Council’s statement describing plan consistency may address the overall rezoning and describe how the analysis and policies in the relevant adopted plans were considered in the action taken.

(d1) When adopting or rejecting any petition for a zoning map amendment the Council shall adopt a statement explaining the reasonableness of the proposed rezoning. The statement of reasonableness may consider, among other factors: (i) the size, physical conditions, and other attributes of any area proposed to be rezoned; (ii) the benefits and detriments to the landowners, the neighbors, and the surrounding community; (iii) the relationship between the current actual and permissible development and the development permissible under the proposed amendment, (iv) why the action taken is in the public interest; and (v) any changed conditions warranting the amendment. If a zoning map amendment qualifies as a “large-scale rezoning” under G.S. section 160D-602(b), the statement on reasonableness may address the overall rezoning.

(e) A Council member shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. A Council member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship. (See also Carrboro Town Code Section 2-35). **(REWRITTEN 6/22/21)**

Section 15-325 Ultimate Issue Before Council on Amendments.

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

- (1) Except when the request is to rezone property to a conditional zoning district, the Council shall not consider any representations made by the petitioner that, if the change is granted, the rezoned property will be used for only one of the possible range of uses permitted in the requested classification. Rather, the Council shall consider whether the entire range of permitted uses in the requested classification is more

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appropriate than the range of uses in the existing classification. **(AMENDED 05/25/99; 05/27/08)**

- (2) The Council shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed change on the public at large.

Section 15-326 Citizen Comments on Zoning Map and Text Amendments. (AMENDED 10/24/06, REWRITTEN 12/6/16; 6/22/21).

The Town of Carrboro Land Use Ordinance may from time to time be amended, supplemented, changed, modified or repealed. If any resident or property owner in the Town submits a written statement regarding a proposed amendment, modification or repeal to a zoning regulation including a text or map amendment that has been properly initiated as provided in G.S. 160D-601, to the Clerk of the Town Council at least two (2) business days prior to the proposed vote on such change, the Clerk to the Council shall deliver such written statement to the Council. If the proposed change is the subject of a quasi-judicial proceeding under G.S. section 160D-705 or any other statute, the Clerk shall provide only the names and addresses of the individuals providing written comment, and the provision of such names and addresses to all members of the Council shall not disqualify any member of the Council from voting. Written statements submitted in connection with a quasi-judicial proceeding may be admitted into evidence at such a proceeding if the Council determines that such statements are admissible under the N.C. Rules of Evidence in the proceeding. (Amended 12-6-16; and enacted pursuant to a Resolution in Opposition to the General Assembly's Repeal of Statutory Authority for Qualified Protest Petitions to Trigger a Super Majority Vote for Certain Zoning Map Amendments, dated 12-6-16).

Racial Equity Pocket Questions – Legislative Public Hearings for Annexation & Rezoning

In accordance with North Carolina General Statutes, consideration of voluntary annexation (G.S. 160A-31) and map amendments (rezonings) (G.S. 160D-601(a)) require legislative public hearings. Public hearings provide a forum for public input where proponents and opponents of the legislative action may voice their support/concern or provide opinions/comments on a matter. Legislative hearings do not have the same procedural formality—consideration of evidence/finding of fact as quasi-judicial hearings. The Town Council has broad discretion in its decision making and can engage with the applicant(s) and residents to discuss proposals.

Prior to the Town Council holding a legislative hearing, there must be proper public notice; this includes publishing notice in a newspaper, for two successive weeks; mailing notice to adjacent property owners (at least 10 days and not more than 25 days before the date of the hearing) and posting a sign on the subject property (at least 10 days and not more than 25 days) before the date of the hearing. The Town of Carrboro exceeds the state requirement by providing mailed notice to all property owners and renters within 1000-feet of the subject property(ies). Amendments to the Land Use Ordinance in June of 2021, added a required neighborhood information meeting (NIM) for rezonings. The NIM is an applicant-lead meeting to provide neighbors with an opportunity to learn about and provide input at the beginning of a development proposal. The applicant is required to meet the same mailed notice standards for the NIM.

What are the racial impacts?

Lack of representation on elected and appointed boards (advisory boards also provide comments for public hearings), and a perception of not being heard can make it difficult to feel welcome. Disparate access to quality education as well as historical barriers to government for community members of color can lead to undue burden.

Who is or will experience burden?

Shift workers and people who have limited time, transportation choices and/or children may have difficulty finding the time to learn about a proposal, attending meetings, understanding how and when to provide input, and to whom. It takes time to learn the development process and to obtain a comfort level to participate. Language may also provide a barrier for some residents.

Who is or will experience benefit?

The public hearing process is intended to provide a mechanism to provide information in a public forum. In the case of a land use decision, a public hearing provides a public forum for an applicant (land owner or local government) to present information to members of the public and the decision-making entity (elected officials/board of adjustment). Hearings provide opportunities for public comment and allow for decisions to occur in a public setting for transparency. Public hearings for voluntary annexation and rezonings involve a legislative decision, one which allows for applicants and members of the community to engage with elected officials and voice support or concern for a development proposal. Residents who are already engaged with the Town and follow Council meeting agendas may feel comfortable reaching out to the Town or attending meetings to express opinions on an annexation or rezoning.

What are the root causes of inequity?

Working individuals and families may find it difficult to attend public meetings, may be reticent to speak in a public setting and may have an overall distrust in government and governmental processes, based on personal experiences and/or examples of structural racism in government decisions, particularly those relating to land use.

What might be the unintended consequences of this action or strategy?

Rezoning can affect land values and quality of life experiences for surrounding property owners and occupants in ways that can be beneficial and, albeit for some, less desirable. Increasing density to provide more housing and more diverse housing price points would be an example. The public hearing process is intended to provide a way for adjacent property owners and the community at large to learn about a development proposal and provide input in a public setting. Even with rigorous notification efforts including mailed notice, some people may not learn of a project in time to provide input and/or feel that they understand the project and/or approval process enough to fully participate. The Planning Department has completed an evaluation of the amendment process through the REAL lens and is considering options for better public engagement moving forward. Of note, this would involve efforts to go beyond what is required by state statute and the Land Use Ordinance.



Agenda Item Abstract

File Number: 23-127

Agenda Date: 4/18/2023
In Control: Town Council
Version: 1

File Type: Agendas

Appointments to Appearance Commission

PURPOSE: The purpose of this agenda item is for Town Council to consider appointments to the Appearance Commission.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Wesley Barker, Town Clerk, wbarker@carrboronc.gov
<<mailto:wbarker@carrboronc.gov>>, 919-918-7309

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

Advisory Board appointments follows the Town's Advisory Board Recruitment and Appointment Policy originally adopted by Council on 11-21-2017 and most recently revised on 3-16-2021.

<<https://www.carrboronc.gov/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->> This Advisory Board Recruitment and Appointment Policy Racial Equity Lens has been completed by staff and is currently being evaluated by the CORE team and will then be sent to the Racial Equity Commission. Council will consider revisions to this policy at a Council meeting in May 2023.

INFORMATION: The Appearance Commission is comprised of nine seats appointed by Town Council. All members of this Commission shall either reside, own property, or operate a business within Carrboro's planning jurisdiction. The Commission currently has four unfilled vacant seats.

At the March 7, 2023 Town Council meeting, Council re-appointed two current seated members to an additional three-year term (David Markiewicz and James Scott).

New applications have been received by Nathan Jorgensen and Samantha Carney, who have both attended a meeting, and had a chair form submitted for each. Applications and chair forms are included as Attachment B.

Continued recruitment is ongoing to recruit a more diverse applicant pool for the Appearance Commission. The staff liaison has notified the Clerk's office that the Appearance Commission has potential quorum issues based on the current number of vacancies.

If appointments of the two applicants above are made by Council, this would still leave two vacant seats on the Commission. These two vacant seats could be reserved for diverse applicants, based on discretion of Council.

A member matrix is included as Attachment C. Racial Equity Pocket Questions are included as Attachment D.

FISCAL IMPACT: N/A

RECOMMENDATION: It is recommended that Town Council review and consider appointing Nathan Jorgensen and Samantha Carney to the Appearance Commission to alleviate any quorum concerns.

A motion was made by _____, seconded by Council Member _____
that the following resolution be approved:

**A RESOLUTION MAKING APPOINTMENTS TO THE
APPEARANCE COMMISSION**

Section 1. The Carrboro Town Council hereby appoints the following applicant(s) to the
Appearance Commission:

Appointee	Term Expiration
Nathan Jorgensen (1 st term)	2/2026
Samantha Carney (1 st term)	2/2026

Section 2. This resolution shall become effective upon adoption.

This the 18th day of April 2023.

Wesley Barker

From: noreply@civicplus.com
Sent: Thursday, January 26, 2023 11:39 AM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Application

Advisory Board Application

First Name	Nathan
Last Name	Jorgensen
Date	1/26/2023
Address1	301 Hillsborough Rd. Unit C
Address2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	No
Telephone (111)-111-1111	9199693356
Email Address	nathan.a.jorgensen@gmail.com
The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.	
What Year Were You Born?	1987
Race	White
Sex	Male
Ethnicity	<i>Field not completed.</i>

Occupation	Social Science Researcher
Are you a registered Orange County Voter?	Yes
Length of Residence in Orange County	4.5
Length of Residence in the Town of Carrboro	4.5
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Affordable Housing Advisory Commission, Appearance Commission/NPDC
Advisory Board Preference	Affordable Housing
Other (advisory board not listed):	<i>Field not completed.</i>
**Employer/Self Employed	UNC/FPG Child Development Institute
Number of Years Employed	2
** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	n/a
Community Activities/Organizational Memberships	I volunteer with my children's schools (Carrboro Elementary and McDougle Middle) and also volunteer as a mentor for AP Psych students at Carrboro High School.
Relevant Experience:	I don't have much experience in the logistics of affordable housing, but I do have experience understanding the needs and experiences of people and communities. As a relatively lower income resident that does not own property, I'm also greatly aware of the challenges faced by people who love this town and want to stay in it.
Reasons You Wish to be Appointed	I love this town and its people, but many people I know feel the pressure of not being able to stay because we're unable to buy a home and rent is increasing (myself included). I believe that its the people of this town that make it such a wonderful and vibrant community and I want to make sure that those people don't get pushed out.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.	I absolutely agree that racial equity, diversity, and inclusion should be a part of all government and community work, especially given the history of this town, state, and nation. These topics are a part of my own work and research that focus on equity in education and helping families and communities foster healthy identities regarding race, ethnicity, and culture.
Have you ever served on any Town of Carrboro Committee or Board?	No
If yes, which one(s)?	<i>Field not completed.</i>
Are you currently serving on a Town Board or Committee?	No
If yes, are you applying for a third consecutive term?	No
If yes, please describe how you meet one, or more, of the following exceptions noted below.	<i>Field not completed.</i>

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Wesley Barker

From: noreply@civicplus.com
Sent: Thursday, March 23, 2023 2:54 AM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Appearance Commission
Chair Name	David Markiewicz
Applicant First Name:	Nathan
Applicant Last Name:	Jorgensen
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	Yes
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	<i>Field not completed.</i>

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
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10. If no, briefly explain:	<i>Field not completed.</i>
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11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.	Occupation, Experience, or Special Skills
<hr/>	
If other, please explain:	<i>Field not completed.</i>
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Wesley Barker

From: noreply@civicplus.com
Sent: Friday, January 27, 2023 10:26 AM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Application

Advisory Board Application

First Name	Samantha
Last Name	Carney
Date	1/27/2023
Address1	201 Sunset Creek Circle
Address2	<i>Field not completed.</i>
City	Chapel Hill
State	NC
Zip	27516
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	Planning Jurisdiction
Telephone (111)-111-1111	5168352124
Email Address	carney.samantha@gmail.com
The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.	
What Year Were You Born?	1982
Race	White
Sex	Female
Ethnicity	<i>Field not completed.</i>

Occupation	Higher Education
Are you a registered Orange County Voter?	Yes
Length of Residence in Orange County	2.5 years
Length of Residence in the Town of Carrboro	2.5 years
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Appearance Commission/NPDC, Recreation and Parks Commission
Advisory Board Preference	Appearance Commission/NPDC
Other (advisory board not listed):	<i>Field not completed.</i>
**Employer/Self Employed	University of North Carolina System
Number of Years Employed	<i>Field not completed.</i>
** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	<i>Field not completed.</i>
Community Activities/Organizational Memberships	I moved here during the pandemic and have not formally joined any community organizations, but have participated in numerous community events held at the Town Commons such as the carnivals and fairs held for children, as well as some of the family bicycling events. One of the things that my family loves about living in this community are the robust offerings for community members throughout the year, and we have been lucky to be able to participate in many of them since moving here in 2020.
Relevant Experience:	No applicable professional experience, but lots of personal interest in contributing to the community.
Reasons You Wish to be Appointed	I have always had a deep interest in placemaking, buildings, architecture, green spaces, and historic preservation. I'd like to contribute to ensuring that Carrboro preserves its historical character and green spaces while increasing accessible and equitable spaces for all to enjoy and live, work, and play in. I also just love this town, and would really appreciate the

opportunity to help set the direction for Carrboro as it grows and adapts to an evolving community and climate.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.

I also believe that racial equity and diversity and inclusion are of the utmost importance. One of the things I love about Carrboro is how diverse the people and experiences are here. Given the breadth of lived experiences, its important to ensure a broad perspective and wide variety of voices are heard on the advisory boards as well as all local government and community work.

Have you ever served on any Town of Carrboro Committee or Board?

No

If yes, which one(s)?

Field not completed.

Are you currently serving on a Town Board or Committee?

No

If yes, are you applying for a third consecutive term?

No

If yes, please describe how you meet one, or more, of the following exceptions noted below.

Field not completed.

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Wesley Barker

From: noreply@civicplus.com
Sent: Thursday, March 23, 2023 2:42 AM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Appearance Commission
Chair Name	David Markiewicz
Applicant First Name:	Samantha
Applicant Last Name:	Carney
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	Yes
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	<i>Field not completed.</i>

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
<hr/>	
10. If no, briefly explain:	<i>Field not completed.</i>
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11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.	Occupation, Experience, or Special Skills
<hr/>	
If other, please explain:	<i>Field not completed.</i>
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Membership Information Matrix
Appearance Commission

First Name	Last Name	Race (as noted by applicant)	Ethnicity (as noted by applicant)	Sex	Address	City, St, Zip	YOB	Occupation/Expertise Content	Appointed Date	Term Expiration
CURRENT MEMBERS										
Markiewicz	David	White	Not indicated	M	403 South Greensboro Street	Carrboro, NC 27510	1957	Retired	3/7/2023	2/2026
Scott	James	White	Not indicated	M	222 Old Fayetteville Road	Carrboro, NC 27510	1986	Sponsorship Coordinator	3/7/2023	2/2026
Jafarinia	Ana	Middle Eastern	Iranian American	F	116 Bim St., Apt D	Carrboro, NC 27510	1996	Graduate Student	11/15/2022	2/2025
Reilly	Sharon	White	Not indicated	F	206A Maple Ave	Carrboro, NC 27510	1956	Physician	11/15/2022	2/2024
Fry	Whitney	White	Not indicated	F	208 Maple Ave.	Carrboro, NC 27510	1981	Public Health	11/15/2022	2/2025
Vacant										
Vacant										
Vacant										
Vacant										
APPLICANTS										
Nathan	Jorgensen	White	Not indicated	M	301 Hillsborough Rd., Unit C	Carrboro, NC 27510	1987	Social Science Researcher	Chair Form Submitted- Yes	
Samatha	Carney	White	Not indicated	F	201 Sunset Creek Circle	Chapel Hill, NC 27516	1982	Higher Ed	Chair Form Submitted- Yes	

Updated 3.8.23

RACIAL EQUITY POCKET QUESTIONS

Advisory Board Appointments

Following the Advisory Board Recruitment and Appointment Policy

What are the racial impacts?

- There continues to be a need for more diverse representation on advisory board and commissions, as well as interest. Some members of the community may not be able to participate on these boards and commissions due to limitations on transportation, lack of childcare and the affordability of each. Further, some members may not have adequate access to internet or equipment, which can cause them to miss out on announcements, recruitment efforts and participation in virtual meetings. Some community members may have jobs that cause them to work outside of “normal” business hours, which would prohibit them from attending meetings. Further, there may be a historical mistrust of government or fear of not being heard by others, which limit interest in applications to advisory boards and commissions by people of color and lower-incomes households.

Who is or will experience burden?

- Lower-income households and people of color are burdened by possibly not being able to participate on advisory boards and commissions due to limitations on child-care, transportation, internet access and job demands. Additionally, if these groups have a distrust of government or historical experience of not being heard, they will not choose to participate or even apply for advisory boards or commissions, when they could in fact be an exceptional asset to a board or commission and be the voice representing their particular demographic, which may not be as well represented.

Who is or will experience benefit?

- Lower-income households and people of color would benefit by the ideas of new initiatives to bolster participation which could include stipends for childcare/transportation, stronger community outreach and education about the important roles advisory board and commission members play in town recommendations & decisions. It further signifies the important need for all voices to have a seat at the table which in turn benefits all town citizens and the work of the boards and commissions.
- Further, if more equitable solutions aren’t present, those who do not have issues with childcare, transportation, highspeed internet, or who live in more affluent, “plugged-in” areas of town, are able to continue serving on boards and having a voice at the table much easier, thus possibly benefiting more on initiatives and recommendations to the governing board, because there would be less diversity and equity at the table of these boards & commissions, and further isolating those other important areas and voices of the community.

What are the root causes of inequity?

- Recruitment efforts in the past have relied on advertising (hanging posters, social media, etc.), and word of mouth to groups of people that may align with only a certain neighborhood(s) or demographic(s). These are mainstream, accepted practices in most communities that have been the same for many years. This has been unintentional. Further, up until the advisory board recruitment and appointment policy was created by the Town, there was less direction on the recruitment processes for advisory boards. The adoption and amendments to the advisory board recruitment and appointment policy over the past few years have worked to address historical inequities and making sure diverse applicant pools are being brought to Council.

RACIAL EQUITY POCKET QUESTIONS

Advisory Board Appointments

Following the Advisory Board Recruitment and Appointment Policy

What might be the unintended consequences of this action or strategy?

- By considering new initiatives to possibly offer incentives to advisory board members, and for recruitment efforts, a distrust of government or missing educational component may still exist within some communities and may keep qualified citizens from applying to these boards and commissions.



Agenda Item Abstract

File Number: 23-116

Agenda Date: 4/18/2023

File Type: Agendas

In Control: Town Council

Version: 1

Public Hearing on Renewal of an Annexation Boundary Agreement for the Towns of Carrboro and Chapel Hill

PURPOSE: The purpose of this agenda item is for the Town Council to hold a public hearing on renewal of the annexation boundary agreement between the Towns of Carrboro and Chapel Hill.

DEPARTMENT: Planning

CONTACT INFORMATION: Trish McGuire, Planning Director, pmcguire@carrboronc.gov
<<mailto:pmcguire@carrboronc.gov>>, 919-918-7327

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

In 1995, the Town entered into an agreement to clarify the annexation limits of both Towns, to minimize splitting properties between the Towns and complicating land use permit approvals, and to codify principles of protection for the entranceways to the Towns along Smith Level Road. Responses to the Racial Equity Pocket questions included as Attachment F.

The initial 20-year term of the 1995 Annexation Boundary Agreement has lapsed, and renewal is recommended to provide for comprehensive and orderly growth and to coordinate annexation efforts. The agreement consists of two components, an annexation boundary agreement with description and maps, and a separate resolution establishing entranceway principles of protections, specifically related to Smith Level Road. Attachments A and B provide and Ordinance and Resolution for action on these components. Minor updates to the agreement itself have been made (Attachment C). No changes to the resolution have been identified. The following review schedule is proceeding.

Planning Board Review - Carrboro	April 13
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Planning Commission Review- Chapel Hill	April 18
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Public Hearing - Carrboro	April 18
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Public Hearing- Chapel Hill	April 19
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The original agreement is included as Attachment D.

The Planning Board reviewed and recommended renewal of the agreement and the resolution establishing entranceway principles Attachment E.

FISCAL IMPACT: No fiscal impacts associated with renewal of the agreement have been identified.

RECOMMENDATION: The Town Manager recommends that the Town Council receive public comment and consider approval of Attachments A and B, the Ordinance authorizing the Mayor to execute the boundary agreement and the Resolution establishing principles of protection for entranceways.

Attachment A

AN ORDINANCE AUTHORIZING THE MAYOR OF THE TOWN OF CARRBORO TO EXECUTE AN AGREEMENT ESTABLISHING AN ANNEXATION BOUNDARY AGREEMENT BETWEEN THE TOWN OF CARRBORO AND THE TOWN OF CHAPEL HILL

WHEREAS, NCGS 160A-58.23 authorizes cities to enter into annexation agreements; and

WHEREAS, the Annexation Boundary Agreement between the Towns of Carrboro and Chapel Hill entered into in 1995 has lapsed; and

WHEREAS, the Town of Carrboro Planning Board has reviewed and provided a recommendation at its meeting on April 13, 2023; and

WHEREAS, the Town of Chapel Hill Planning Commission's review is scheduled for April 18, 2023; and

WHEREAS, the Annexation Boundary Agreement between the Towns of Carrboro and Chapel Hill coordinates annexation efforts and defines predictable areas for future annexation by each town; and

WHEREAS, the Town of Carrboro Planning Board and staff recommended executing the agreement to promote the comprehensive and orderly growth of the Town of Carrboro over the next 20 years; and

WHEREAS, a public hearing has been held and comments received.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Carrboro hereby authorizes the Mayor of the Town of Carrboro to execute an Agreement establishing an Annexation Boundary Agreement between the Towns of Carrboro and Chapel Hill.

This the 18th day of April in the year 2023.

A RESOLUTION ESTABLISHING PRINCIPLES OF PROTECTION FOR ENTRANCEWAYS

WHEREAS, Chapel Hill and Carrboro have mutually entered into an agreement on establishing an annexation boundary line between the two Towns; and

WHEREAS, Chapel Hill and Carrboro recognize the value of protection of entranceways to preserve the community's character and beauty; and

WHEREAS, Smith Level Road south of Ray Road serves as the boundary line for the University Lake watershed and is important to the general health and welfare of the community and should remain in its present configuration;

NOW, THEREFORE the Town Council of the Town of Carrboro RESOLVES:

Section 1. Each jurisdiction shall in the exercise of its land use, zoning, and police powers, adopt plans, policies and/or ordinances that will protect the visual character of Smith Level Road as a significant entranceway into the community, especially its views, vistas, and forested and open areas, without being required to get the approval of the other entity.

Section 2. Each jurisdiction agrees that Smith Level Road, because it is important to the general health and welfare of the community, should remain a two-lane road between Rock Haven Road and Starpoint in order to help protect its entranceway character and to serve as the boundary line for the University Lake Watershed. The jurisdictions will cooperate with each other in protecting this entranceway.

Section 3. This resolution shall be effective upon adoption.

This the 18th day of April in the year 2023.

NORTH CAROLINA
ORANGE COUNTY

AGREEMENT ESTABLISHING AN ANNEXATION BOUNDARY
AGREEMENT AND ADJUSTING THE
EXTRATERRITORIAL PLANNING JURISDICTION (ETJ) LINE
BY AND BETWEEN THE
TOWN OF CARRBORO AND THE TOWN OF CHAPEL HILL

WHEREAS, the Town of Chapel Hill and the Town of Carrboro, (the “participating cities”), duly incorporated municipalities under the laws of the State of North Carolina, desire to eliminate uncertainty among residents and property owners in unincorporated areas adjacent to the participating cities and to improve planning by public and private interests in such areas; and

WHEREAS, Chapter 160A, Article 4A, Part 6 of the North Carolina General Statutes (hereinafter referred to as the “Act”) authorizes cities to enter into binding agreements concerning future annexation in order to enhance orderly planning by such cities as well as residents and property owners in areas adjacent to such cities; and

WHEREAS, Section 9.1(b) of the Charter of the Town of Carrboro and Chapter V, Article 2, Section 5.9 of the Charter of the Town of Chapel Hill allow the relocation of the division line between the extraterritorial jurisdiction of the Town of Carrboro and the Town of Chapel Hill by mutual written agreement of said municipalities;

NOW, THEREFORE, THE PARTICIPATING CITIES AGREE AS FOLLOWS:

1. This Agreement is executed pursuant to the authority of the Act and the charter provisions referenced above.
2. Subject to termination provisions of this Agreement, annexation provisions of this Agreement shall be valid for twenty (20) years after its effective date and may thereafter be renewed.
3. The Town of Chapel Hill may not annex areas to the west of the line as described on Map 1 Annexation Boundary (attached). The Town of Carrboro may not annex areas to the east of the line as described on Map 1 Annexation Boundary (attached).
4. The Towns of Carrboro and Chapel Hill mutually agree that the Extraterritorial Planning Jurisdiction (ETJ) boundary line between Carrboro and Chapel Hill is hereby adjusted to correspond with the annexation boundary line as described by Section 3.
5. For the purposes of identifying and defining the boundaries as indicated in section 3 above, the Joint Planning Agreement Land Use Map, as incorporated into the Joint Planning Agreement on November 2, 1987, and last updated April, 2023 and as called the Southern Orange County Planning Jurisdictions Map is hereby incorporated into this Agreement. A true and accurate copy of that map is attached to this Agreement (see Map 2). The Agreement does not modify the terms of the annexation agreement portion of the Joint Planning Agreement.
6. Modification or termination of the Joint Planning Agreement or the Joint Planning Agreement

Land Use Map after the effective date of this Agreement will not modify or terminate the boundaries identified in paragraph 3 above. Modification or termination of the boundaries identified in paragraph 3 above may only occur by the terms of this Agreement.

7. This Agreement is hereby effective as of the date of adoption of the approving ordinance by the last participating city to do so, whichever is later.
8. At least sixty (60) days before the adoption of any annexation ordinance, the participating city which is proposing any annexation in the area(s) subject to this Agreement shall give written notice to the other participating city of the proposed annexation. Such notice shall describe the area to be annexed by a legible map, clearly and accurately showing the boundaries of the area to be annexed in relation to this Agreement; roads, streams and any other prominent geographical features. Such notice shall not be effective for more than 180 days.
9. This Agreement may be modified or terminated by a subsequent agreement entered into by the participating cities. Any subsequent agreement shall be approved by ordinance after public hearings, notice of which has been provided in accordance with G.S. 160A-58.24(d) and (e).
10. This Agreement shall not be binding beyond three miles of the primary corporate limits of a participating city, unless approved by the board of county commissioners with jurisdiction over the area. An area where this Agreement is not binding because of failure to the board of county commissioners to approve it shall become subject to this Agreement if subsequent annexation brings it within three miles. The approval of a board of county commissioners shall be evidenced by a resolution adopted after a public hearing as provided in G.S. 160A-58.24(c) and (e).
11. This Agreement may be terminated unilaterally by a participating town or a participating town may withdraw from this Agreement, by repealing the ordinance which approved this Agreement and providing five years' written notice to the other participating town. Upon the expiration of the five-year notice period, this Agreement shall terminate.
12. From and after the effective date of this Agreement, neither Carrboro or Chapel Hill may adopt an annexation ordinance as to all or any portion of an area in violation of this Agreement.
13. Nothing in the Act nor this Agreement shall be construed to authorize the annexation of any area which is not otherwise subject to annexation under applicable law.
14. Any participating city which shall believe that a violation of the Act or this Agreement has occurred, shall have available to it all remedies and relief authorized by the Act in addition to such remedies or relief as are authorized by other applicable law.
15. This agreement includes Maps I-II that are attached hereto.

IN WITNESS WHEREOF, the mayors of the participating cities execute this Agreement, in duplicate, to become effective as provided in paragraph 6 above.

This the _____ day of _____, 2023.

Attachments:

Map 1 Annexation Boundary

Map 2 Southern Orange County Planning Jurisdictions

Chapel Hill/Carrboro Annexation Agreement (con't)

TOWN OF CARRBORO

By: _____
Mayor

ATTEST:

Town Clerk
APPROVED AS TO FORM:

Town Attorney

TOWN OF CHAPEL HILL

By: _____
Mayor

ATTEST:

Town Clerk
APPROVED AS TO FORM:

Town Attorney

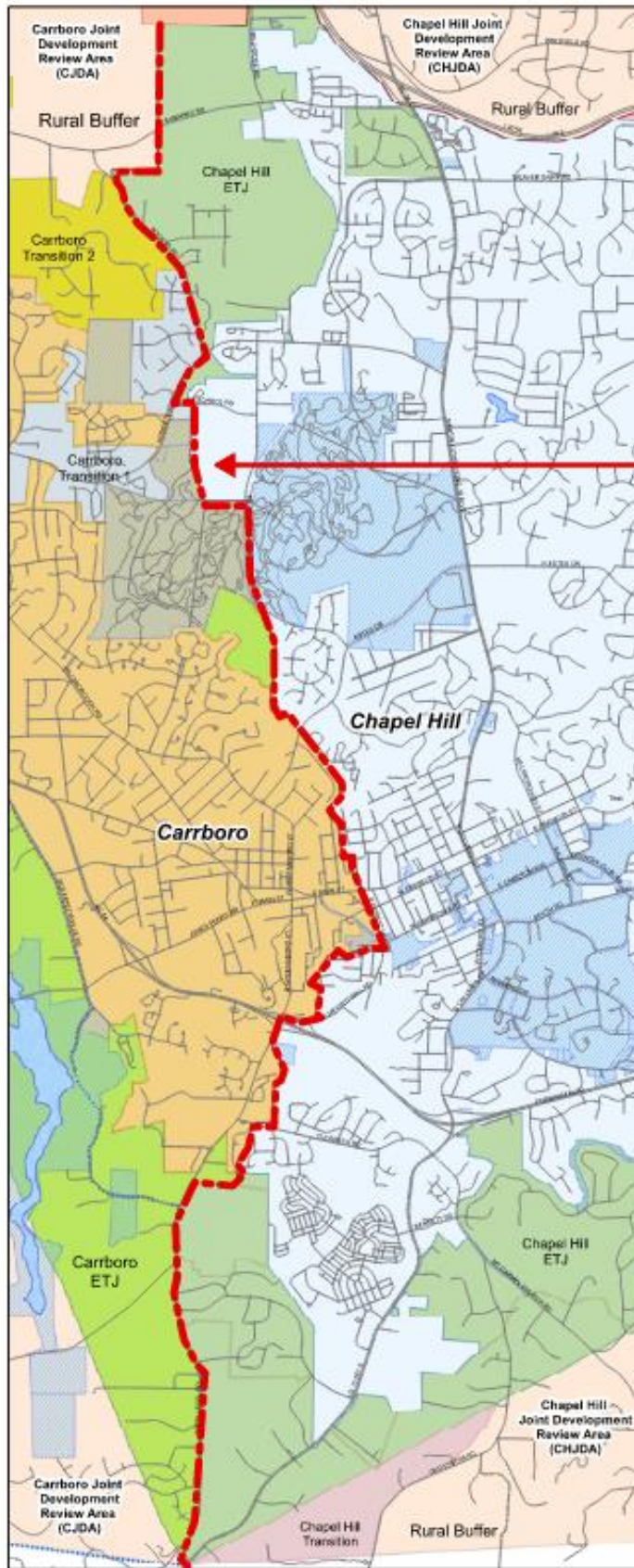
Map 1 Annexation Boundary

Proposed ETJ / Annexation Boundary Agreement between Carrboro and Chapel Hill

No change to the existing boundary:
ETJ/Annexation boundary to follow
existing Corporate Limits, ETJ, and
Joint Planning Area boundaries.

This map is not a certified survey and no
reliance may be placed in its accuracy.

Michael Sudol, GIS Analyst II



DESCRIPTION

- Chapel Hill City Limits
- Chapel Hill ETJ
- Chapel Hill Transition
- Chapel Hill Urban Service Area

Orange County Planning Areas

- Joint County Review
- Orange Ct. Rural Buffer
- Rural Buffer, University Lake Watershed

Carrboro Planning Areas

- Carrboro City Limits
- Carrboro Extra-Territorial Jurisdiction
- Carrboro Transition Area 1
- Carrboro Transition Area 2

- Lakes & Ponds
- UNC Property
- Durham City Limits



Map Prepared by Team at Chapel Hill
Technology Solutions - M. Sudol - April 2015

Map 2 Southern Orange County Planning Jurisdictions

To be inserted.

DRAFT

NORTH CAROLINA
ORANGE COUNTY

BOOK 1376 PAGE 520

FILED
08 AUG 1995, at 09:56:26AM
Book 1376, Page 520 - 529
Betty June Hayes,
Register of Deeds,
Orange County, N. C.

AGREEMENT ESTABLISHING AN ANNEXATION BOUNDARY
AGREEMENT AND ADJUSTING THE
EXTRATERRITORIAL PLANNING JURISDICTION (ETJ) LINE
BY AND BETWEEN THE
TOWN OF CARRBORO AND THE TOWN OF CHAPEL HILL

WHEREAS, the Town of Chapel Hill and the Town of Carrboro, (the "participating cities"), duly incorporated municipalities under the laws of the State of North Carolina, desire to eliminate uncertainty among residents and property owners in unincorporated areas adjacent to the participating cities and also to improve planning by public and private interests in such areas; and

WHEREAS, Chapter 160A, Article 4A, Part 6 of the North Carolina General Statutes (hereinafter referred to as the "Act") authorizes cities to enter into binding agreements concerning future annexation in order to enhance orderly planning by such cities as well as residents and property owners in areas adjacent to such cities;

WHEREAS, Section 9.1(b) of the Charter of the Town of Carrboro and Chapter V, Article 2, Section 5.17 of the Charter of the Town of Chapel Hill allows the relocation of the division line between the extraterritorial jurisdiction of the Town of Carrboro and the Town of Chapel Hill by mutual written agreement of said municipalities;

NOW, THEREFORE, THE PARTICIPATING CITIES AGREE AS FOLLOWS:

1. This Agreement is executed pursuant to the authority of the Act and the charter provisions referenced above.
2. Subject to termination provisions of this Agreement, annexation provisions of this Agreement shall be valid for twenty (20) years after its effective date and may thereafter be renewed.
3. A. The Town of Chapel Hill may not annex the following areas:
 1. The area situated in the Chapel Hill Township, Orange County, North Carolina, that is generally west of a line more particularly described as follows:

BEGINNING at the intersection of the centerline of U.S. Highway 15-501 and the Chatham County Line and heading north along the centerline of U.S. 15-501 to its intersection with the centerline of Smith Level Road; thence heading north along the centerline of Smith Level Road to a point perpendicular to the southwest corner of Lot 9

Return to: Robert Wilson
Town of Chapel Hill Planning Dept.
306 N. Columbia St.
Chapel Hill, NC 27516

NO PINS REQUIRED
PER PIN ORDINANCE.
REK, gha

(Tax Map 122, Block B); thence proceeding east to the edge of the Smith Level Road right-of-way; thence proceeding along the southern boundary of Lots 9, 9A, 11 and 11A (Tax Map 122, Block B) to the southeast corner of Lot 11A, thence proceeding north along the eastern boundary of Lots 11A and 12A (Tax Map 122, Block B) to the northeast corner of Lot 12A that also intersects with the southern boundary of Lot 15A (Tax map 122, Block B); thence proceeding with the northern boundary of said Lot 12A bearing South 86-24-00 West a distance of 22.51' to a New Iron Pipe (NIP); thence proceeding N 08-58-15 W for 243.59' to a NIP, said point lying in the center of an un-named creek; thence following the meanderings of said creek as it bisects Lots 15A, 14C, 15F and 16 (Tax Map 122, Block B) the following bearings and distances: N 20-16-04 E for 146.83' to a NIP; N 39-27-24 E for 127.81' to a NIP; N 09-55-05 E for 82.29' to a NIP; N 43-33-30 E for 124.05' to a NIP; N 15-02-54 E for 226.54' to a NIP; N 01-07-14 W for 120.97' to a NIP; N 16-04-10 E for 81.12' to a NIP; thence leaving said meandering creek and proceeding N 19-29-44 E for 70.55' to an Existing Iron Pipe, said point being N 66-04-19 W 292.80' of a "Control Corner" (Axel), Cobble Ridge, Phase A, Plat Book 61 Page 5; said Existing Iron Pipe is the southwesternmost corner of Lot 15 (Tax Map 122, Block B); thence proceeding northeastward along the western boundary of said Lot 15 to its northwest corner on the southern r/w of Culbreth Rd.; thence proceeding across said r/w 60' +/- to the southwesternmost corner of Lot 15H (Tax Map 122, Block B); thence proceeding northeastward 400' +/- along the northern boundary of said Lot 15H to a corner; thence proceeding northward 1040' +/- along the western boundary of said Lot 15H and Lot 20 (Tax Map 122, Block B) to a corner of said Lot 20; thence proceeding northward along the eastern boundary of Lots 19 and 19A and the western boundary of Lot 21 (Tax Map 122, Block B) approximately 830' to the northwest corner of said Lot 21 and the centerline of Morgan Creek and the existing Chapel Hill corporate limits; thence proceeding northwest along the centerline of Morgan Creek and the existing Chapel Hill corporate limits to the Smith Level Road right-of-way and the existing Carrboro corporate limits.

2. The area situated in the Chapel Hill Township, Orange County, North Carolina, that is generally west of a line more particularly described as follows:

BEGINNING at the intersection of the Carrboro corporate limits (as of June 1, 1995) and the centerline of the Southern Railway Company's track at a point northeast of the southeast corner of Lot 11A (Tax Map 30) which is owned by the Town of Carrboro; and

running thence northward along the centerline of said railroad track to its intersection with Bolin Creek and the Chapel Hill corporate limits (as of June 1, 1995) along the western boundary of the Ironwoods Subdivision; thence, proceeding northward along the Chapel Hill corporate limits to the intersection of said corporate limits with the centerline of the Southern Railway Company's track; thence proceeding northward along the centerline of said railroad track to the northern extraterritorial jurisdiction border as identified in the Orange County-Chapel Hill-Carrboro Joint Planning Area Land Use Map adopted August 19, 1986 (revised October 13, 1986) and incorporated as an exhibit to the Joint Planning Agreement made and entered into on November 2, 1987 by and between the County of Orange, the Town of Chapel Hill and the Town of Carrboro (hereinafter the "Joint Planning Area Land Use Map").

3. The area to the west of the Carrboro/Chapel Hill Joint Planning Boundary including, but not limited to, Carrboro Transition Area I and Carrboro Transition Area II and excluding the Rural Buffer as identified in the Joint Planning Area Land Use Map.
3. B. The Town of Carrboro may not annex the following areas:
 1. The area generally to the east of the boundary described in paragraph 3.A.1 above.
 2. The area generally to the east of the boundary described in paragraph 3.A.2 above.
 3. The area to the east of the Carrboro/Chapel Hill Joint Planning Boundary including, but not limited to, the Chapel Hill Transition Area and excluding the Rural Buffer and the Joint Courtesy Review Area as identified in the Joint Planning Agreement.
3. C. The Towns of Carrboro and Chapel Hill mutually agree that the Extraterritorial Planning Jurisdiction (ETJ) boundary line between Carrboro and Chapel Hill is hereby adjusted to correspond with the annexation boundary line as described by Sections 3.A.1 and 3.B.1.
4. For the purposes of identifying and defining the boundaries as indicated in sections 3.A.2, 3.A.3, 3.B.2, and 3.B.3. above, the Joint Planning Agreement Land Use Map, as incorporated into the Joint Planning Agreement on November 2, 1987, is hereby incorporated into this Agreement. A true and accurate copy of that map is attached to this Agreement (see Map V). The Agreement does not modify the terms of the annexation agreement portion of the Joint Planning Agreement.

5. Modification or termination of the Joint Planning Agreement or the Joint Planning Agreement Land Use Map after the effective date of this Agreement will not modify or terminate the boundaries identified in paragraphs 3.A. and 3.B. above. Modification or termination of the boundaries identified in paragraphs 3.A. and 3.B. above may only occur by the terms of this Agreement.
6. This Agreement is hereby effective as of 11:59 PM on June 30, 1995, or the date of adoption of the approving ordinance by the last participating city to do so, whichever is later.
7. At least sixty (60) days before the adoption of any annexation ordinance, the participating city which is proposing any annexation in the area(s) subject to this Agreement shall give written notice to the other participating city of the proposed annexation. Such notice shall describe the area to be annexed by a legible map, clearly and accurately showing the boundaries of the area to be annexed in relation to this Agreement; roads, streams and any other prominent geographical features. Such notice shall not be effective for more than 180 days.
8. This Agreement may be modified or terminated by a subsequent agreement entered into by the participating cities. Any subsequent agreement shall be approved by ordinance after public hearings, notice of which has been provided in accordance with G.S. 160A-31(c).
9. This Agreement shall not be binding beyond three miles of the primary corporate limits of a participating city, unless approved by the board of county commissioners with jurisdiction over the area. An area where this Agreement is not binding because of failure to the board of county commissioners to approve it shall become subject to this Agreement if subsequent annexation brings it within three miles. The approval of a board of county commissioners shall be evidenced by a resolution adopted after a public hearing as provided in G.S. 160A-58.24(c) and (e).
10. This Agreement may be terminated unilaterally by a participating town or a participating town may withdraw from this Agreement, by repealing the ordinance which approved this Agreement and providing five years' written notice to the other participating town. Upon the expiration of the five-year notice period, this Agreement shall terminate.
11. From and after the effective date of this Agreement, neither Carrboro or Chapel Hill may adopt an annexation ordinance as to all or any portion of an area in violation of this Agreement.
12. Nothing in the Act nor this Agreement shall be construed to authorize the annexation of any area which is not otherwise subject to annexation under applicable law.
13. Any participating city which shall believe that a violation of the Act or this Agreement has occurred, shall have available to it all remedies and relief authorized by the Act in addition to such remedies or relief as are authorized by other applicable law.
14. This agreement includes Maps I-V that are attached hereto.

IN WITNESS WHEREOF, the mayors of the participating cities execute this Agreement, in duplicate, to become effective as provided in paragraph 6 above. This the 29th day of June, 1995.

*Town Clerk, Town Attorney and Mayor,
respectively,

Chapel Hill/Carrboro Annexation Agreement (con't)
Page #6

**in their capacities as Town Clerk, Town
Attorney and Mayor, respectively, of the Town of
Carrboro, as and for the
act and deed of said Town
and the Town Seal was
thereto affixed.



ATTEST:

Sarah C. Williamson
Town Clerk

APPROVED AS TO FORM:

Michael B. Brugh/wind
Town Attorney

TOWN OF CARRBORO

By: [Signature]
Mayor

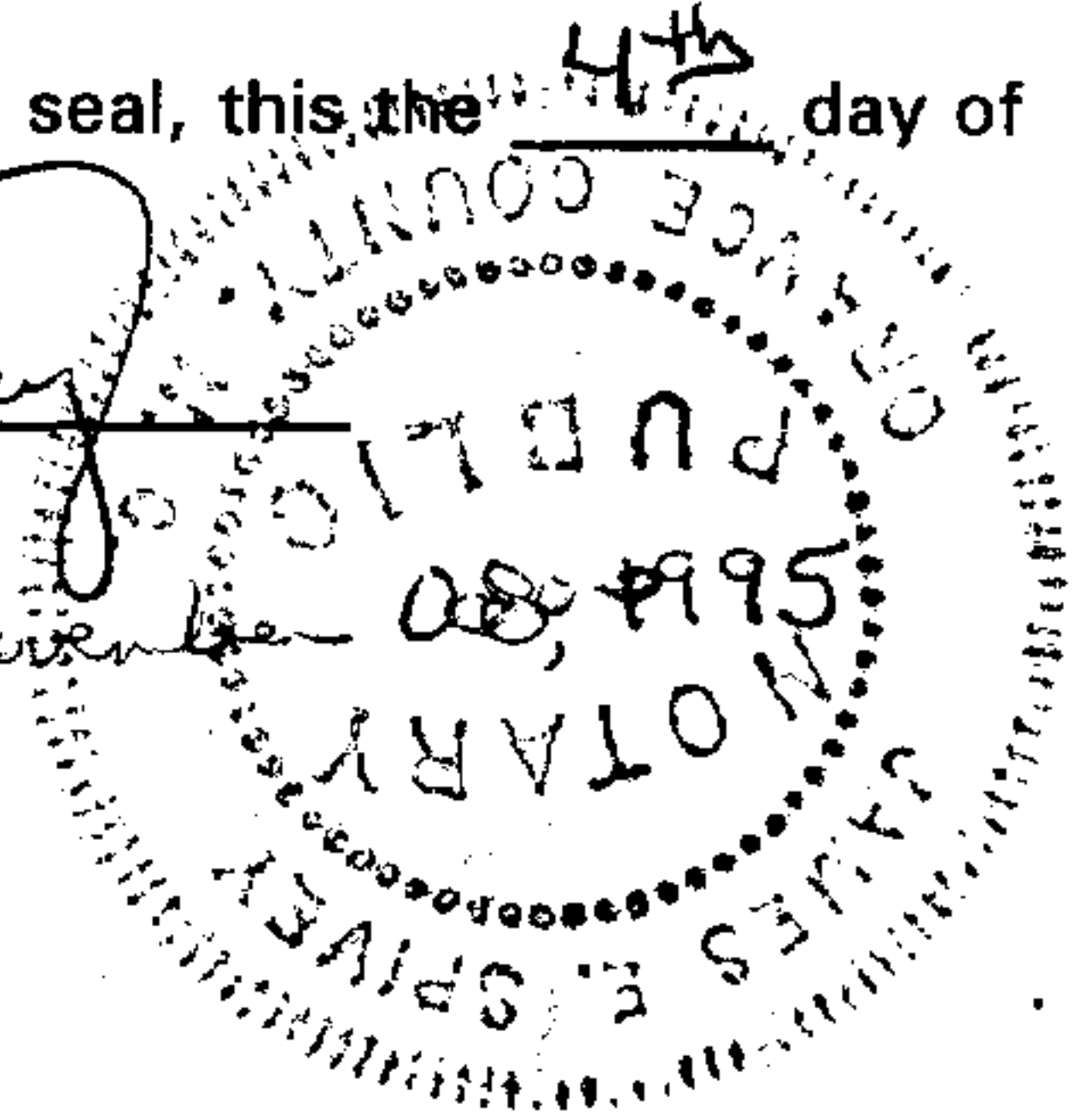
STATE OF NORTH CAROLINA
COUNTY OF ORANGE

I, James E. Spivey, a Notary Public for said County
and State, do hereby certify that Sarah C. Williamson *
Michael B. Brugh, and Eleanor G. Kinneard
personally appeared before me this day and acknowledged
the due execution of the foregoing instrument. **

Witness my hand and official seal, this the 4th day of
August, 1995.

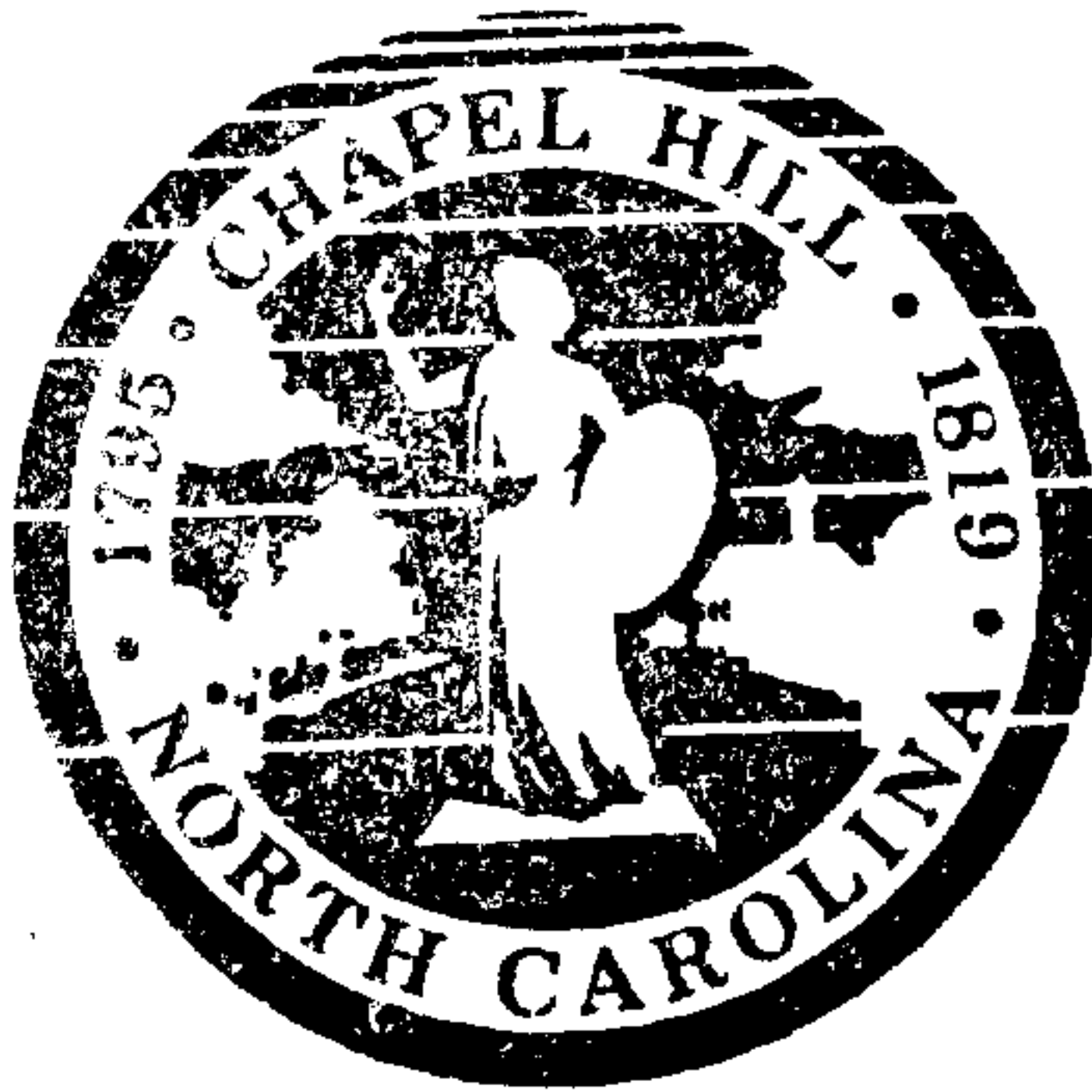
James E. Spivey
Notary Public

My commission expires: November 08, 1995



TOWN OF CHAPEL HILL

BY: Kenneth S. Brown
Mayor



ATTEST:

Peter M. J. Riccardi, Inc
Town Clerk

*Mayor, Town Clerk, and Town Attorney, respectively
**in their capacities as Town Clerk, & Town Attorney
Mayor,

APPROVED AS TO FORM:

respectively, of the Town of Chapel Hill, as and
for the act and deed of said Town and the Town Seal
was thereto
affixed.

Ralph D. Karpino
Town Attorney

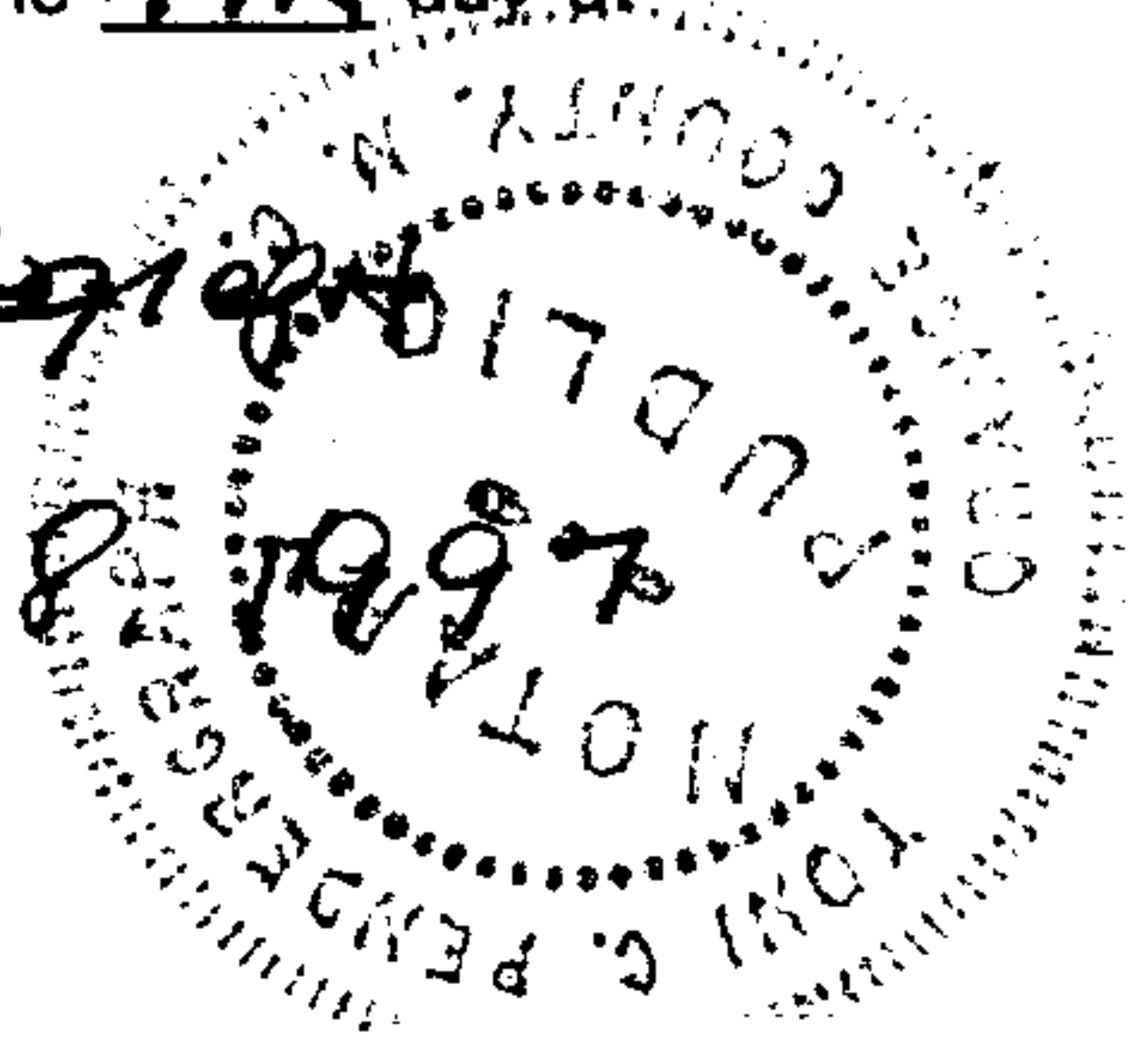
STATE OF NORTH CAROLINA
COUNTY OF ORANGE

I, Ioni C. Pendergraph, a Notary Public for said County
and State, do hereby certify that Kenneth S. Brown *
Peter M. J. Riccardi and Ralph D. Karpino
personally appeared before me this day and acknowledged
the due execution of the foregoing instrument. **

Witness my hand and official seal, this the 4TH day of
August, 1995.

Ioni C. Pendergraph
Notary Public

My commission expires: July 8, 1997



NORTH CAROLINA - ORANGE COUNTY

The foregoing certificate(s) of _____

James E. Spivey and Ioni C. Pendergraph

~~A Notary~~ (or Notaries) Public of the designated Governmental units is (are) certified to be correct. Filed for registration

this the 8th day of August 19 95, at 9:56:26 o'clock, A.M.

in Record Book 1376 Page 520.

Return: _____

Betty June Hayes, Register of Deeds

By: Priscilla D. Mize
~~Assistant~~ Deputy
Register of Deeds

MAPS

- I. MAP OF TOTAL PROPOSED BOUNDARY
- II. MAP OF SOUTHERN BOUNDARY
- III. MAP OF SOUTHERN BOUNDARY (CULBRETH ROAD AREA)
- IV. MAP OF NORTHERN BOUNDARY
- V. JOINT PLANNING AGREEMENT LAND USE MAP

MAP I

PROPOSED E.T.J./
ANNEXATION AGREEMENT
BOUNDARY BETWEEN
CARRBORO AND CHAPEL HILL

TOTAL PROPOSED BOUNDARY

5/24/95

NO CHANGE TO THE NORTHERN LINE:
E.T.J./ANNEXATION BOUNDARY
TO FOLLOW EXISTING E.T.J. AND
JOINT PLANNING AREA BOUNDARIES.

This map is not a certified survey and no
reliance may be placed in its accuracy.

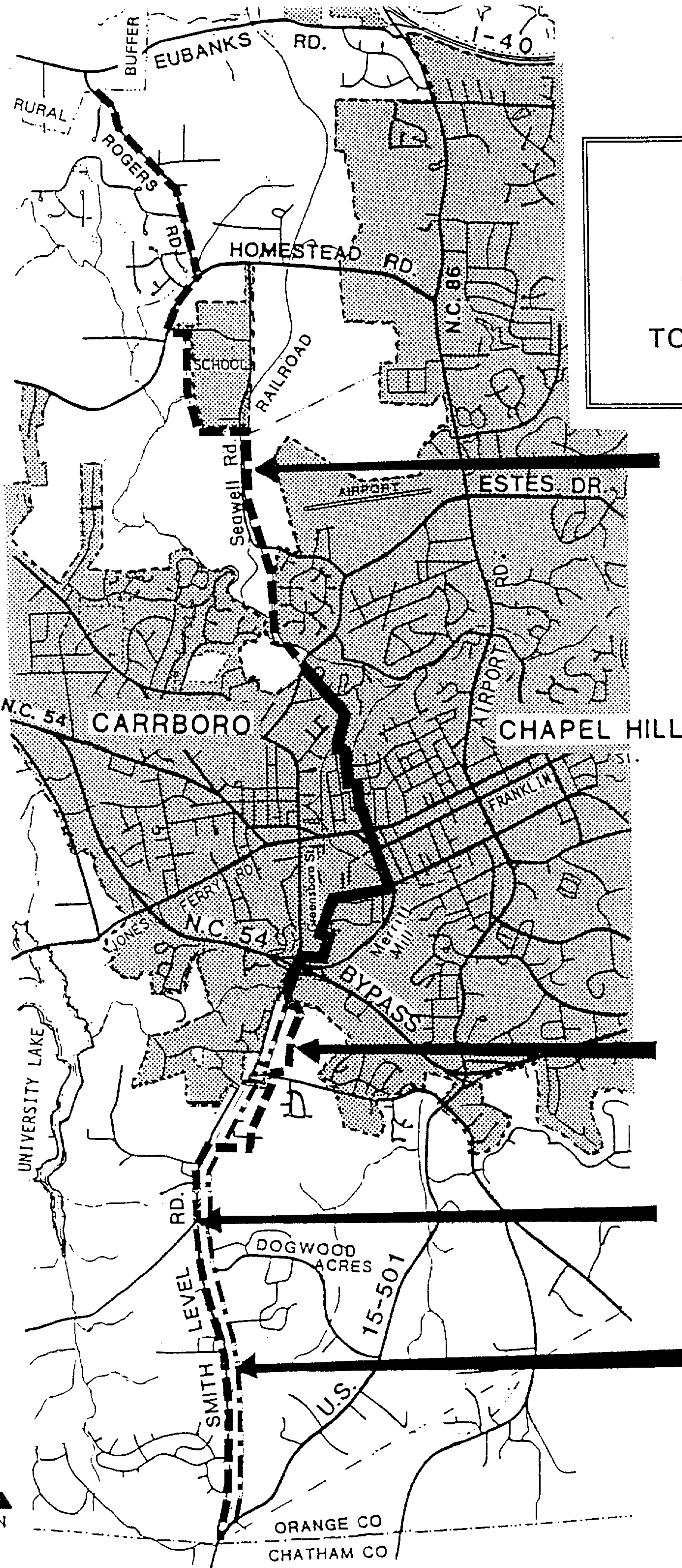
Robert G. Wilson, Jr.
Robert G. Wilson, Jr., Long Range Planner

PROPOSED E.T.J./ANNEXATION
BOUNDARY: TO SHIFT EAST TO
FOLLOW PROPERTY LINES AND
RAVINE (SEE MAP III).

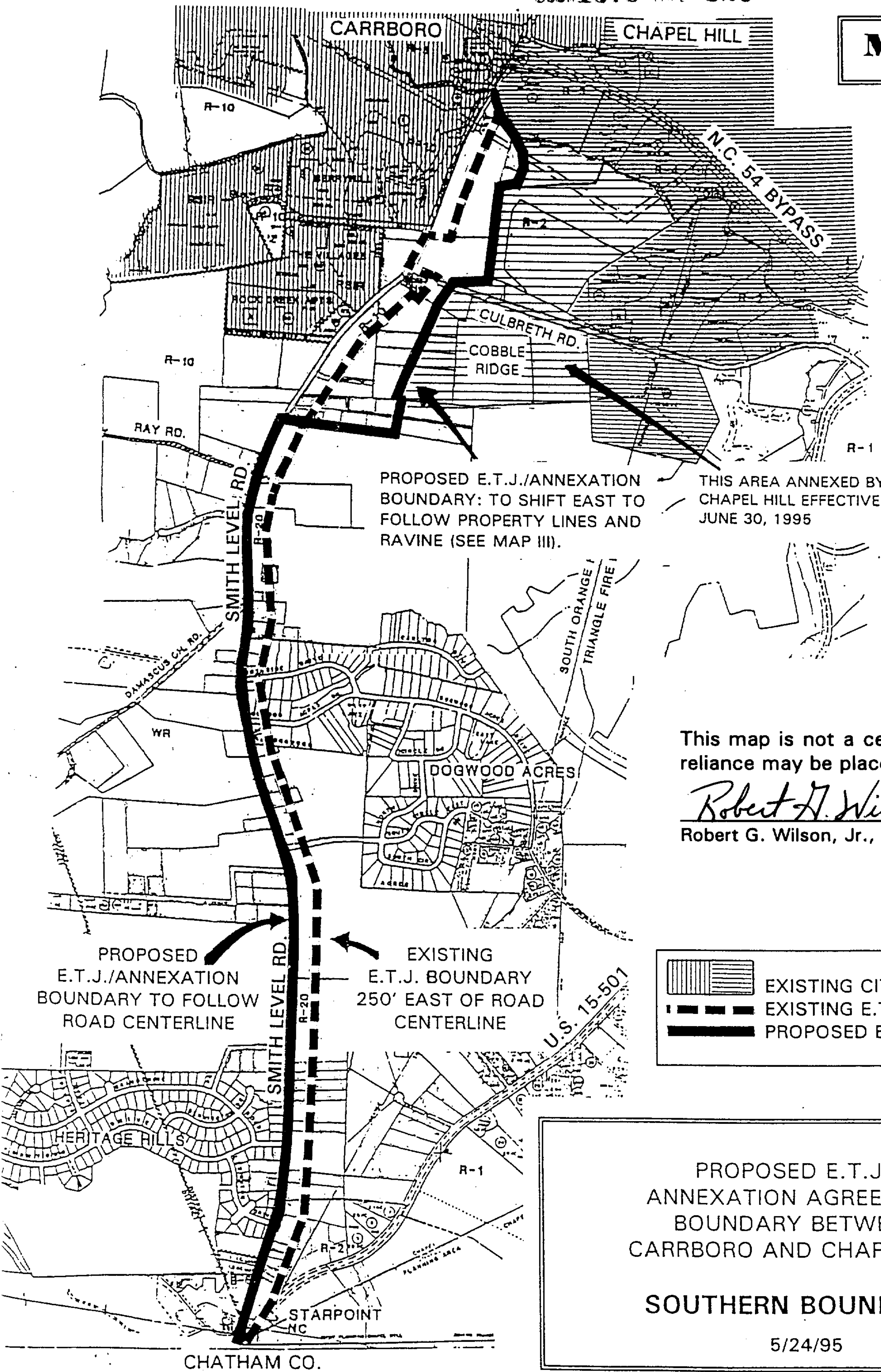
PROPOSED E.T.J./ANNEXATION
BOUNDARY: CENTERLINE OF
SMITH LEVEL ROAD TO U.S.
15-501

EXISTING E.T.J. BOUNDARY:
250' EAST OF THE CENTERLINE
OF SMITH LEVEL ROAD.

- EXISTING CITY LIMITS LINE
- EXISTING E.T.J. BOUNDARY
- PROPOSED E.T.J. BOUNDARY



MAP II



This map is not a certified survey and no reliance may be placed in its accuracy.

Robert G. Wilson, Jr.
Robert G. Wilson, Jr., Long Range Planner

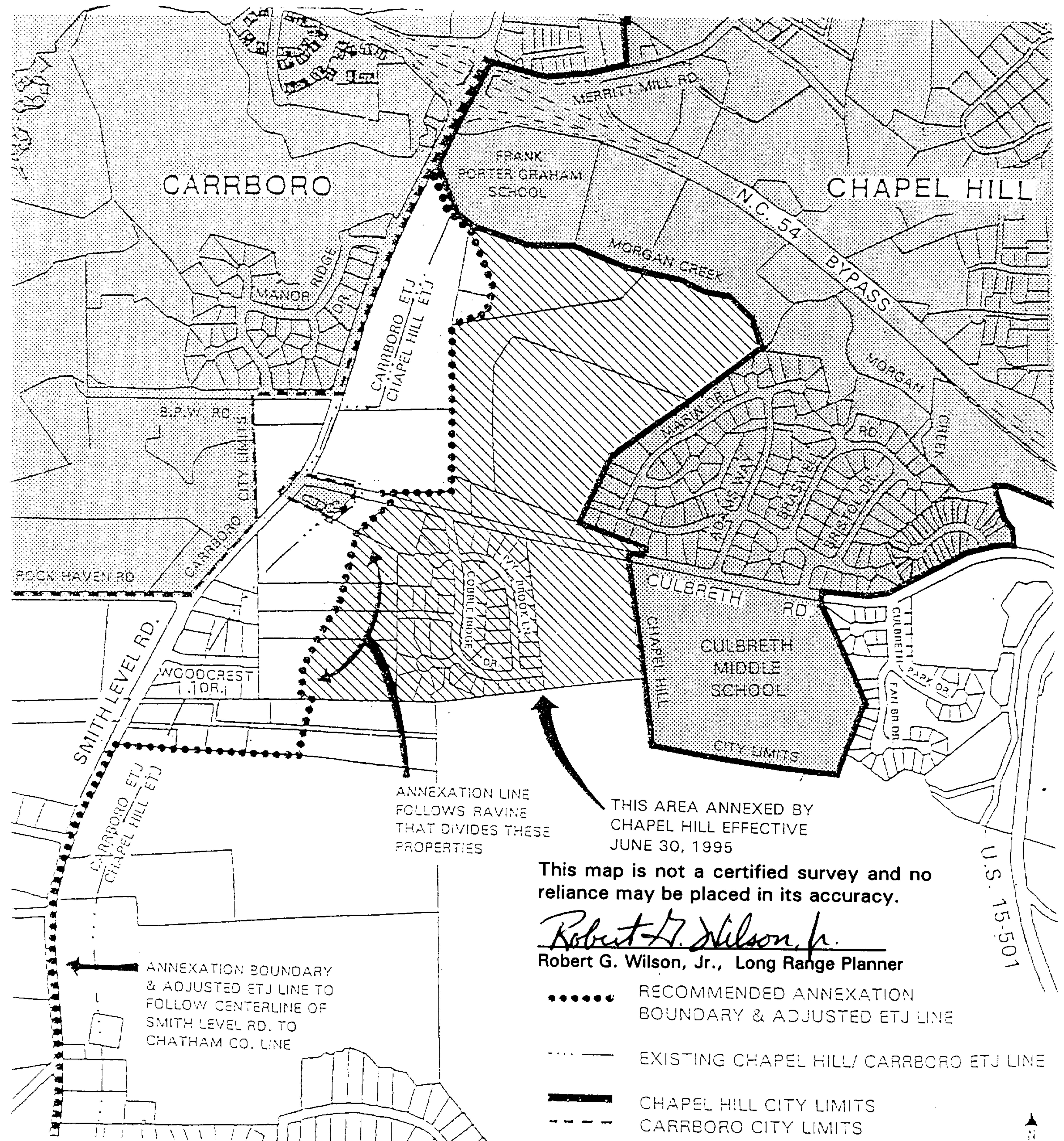
Chapel Hill/Carrboro
Annexation Boundary Work Group

MAP III

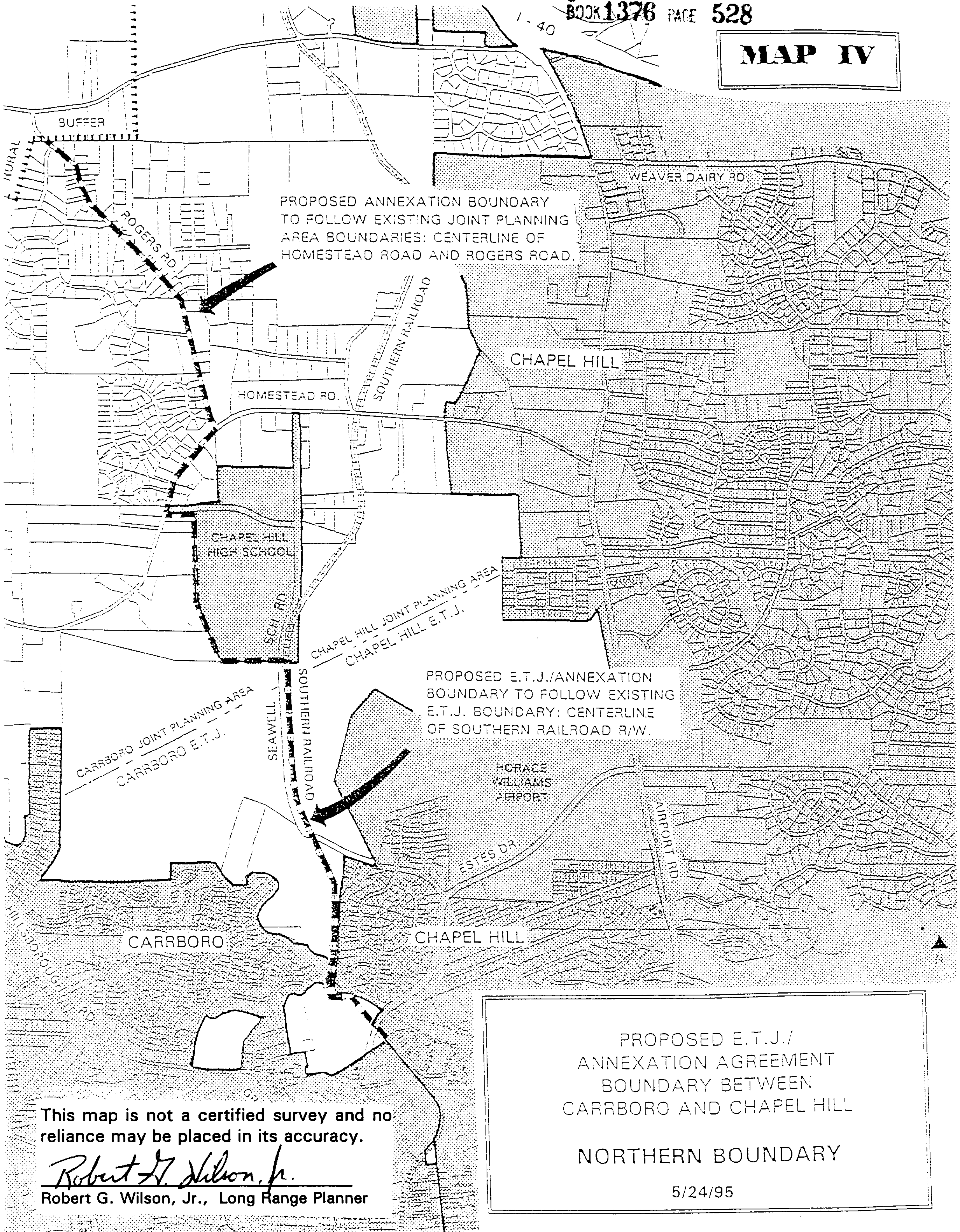
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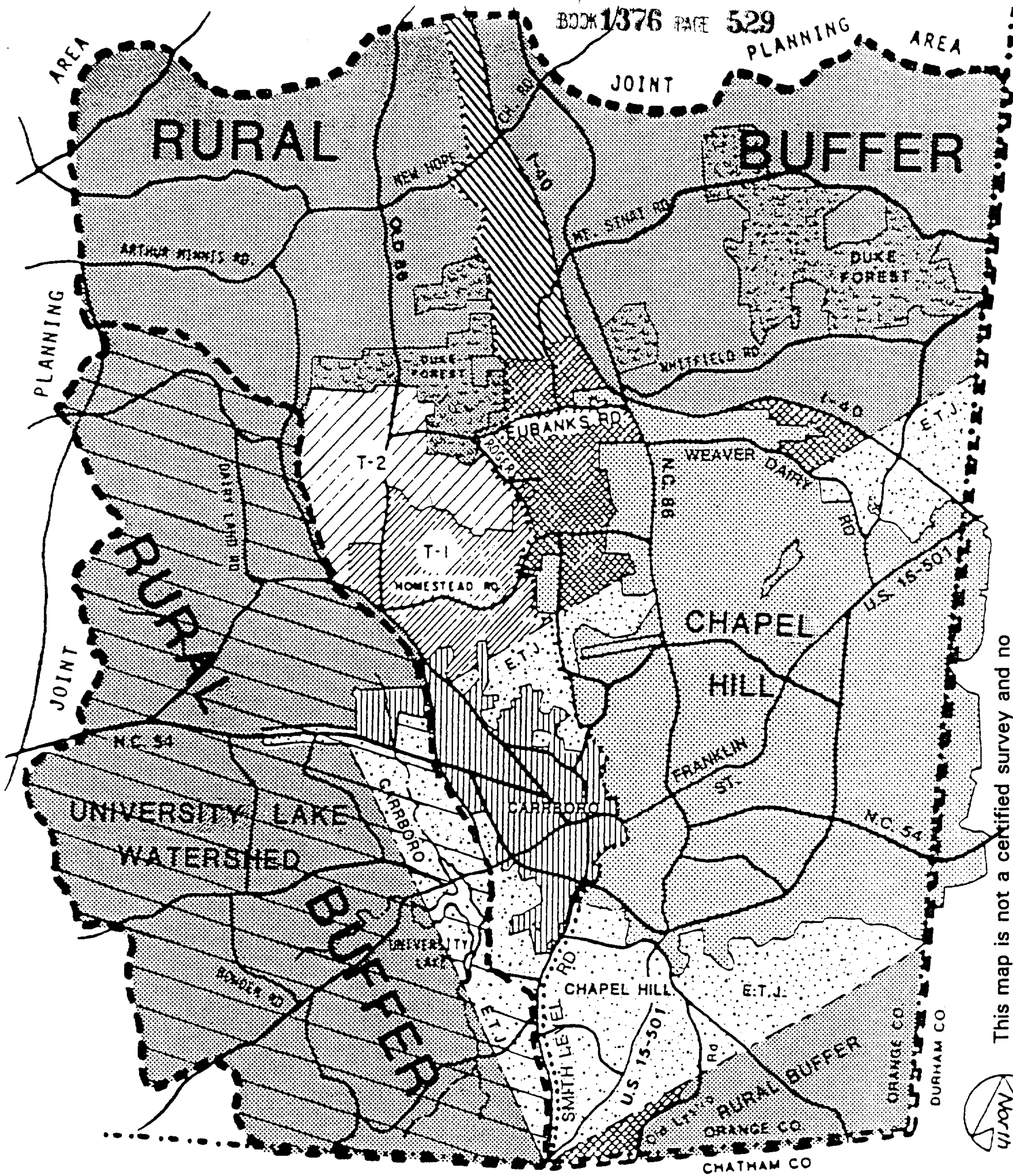
Recommended Annexation Boundary
and Adjustment of the Existing
Extraterritorial Planning Jurisdiction (ETJ) Line

March 6, 1995



MAP IV





This map is not a certified survey and no reliance may be placed in its accuracy.

Robert G. Wilson, Jr.
Robert G. Wilson, Jr., Long Range Planner



MAP V

1/1/1990



TOWN OF CARRBORO

Planning Board

301 West Main Street, Carrboro, North Carolina 27510

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

THURSDAY, APRIL 13, 2023

ANNEXATION BOUNDARY AGREEMENT WITH TOWN OF CHAPEL HILL AND
RESOLUTION ESTABLISHING PRINCIPLES OF PROTECTION FOR ENTRANCEWAYS

The Planning Board recommends that the Town Council approve renewal of the Annexation Boundary Agreement with the Town of Chapel Hill and the Resolution Establishing Principles of Protection for Entranceways.

Motion was made by Clinton and seconded by Poulton.

VOTE:

AYES: (Foushee, Gaylord-Miles, Poulton, Clinton, Fray)

NOES: (None)

ABSTENTIONS: (None)

ABSENT/EXCUSED: (Mangum, Sinclair, Amina)

Tina Moon for Braxton Foushee 4/14/2023
(Chair) (Date)

Racial Equity Pocket Questions - Renewal of Annexation Boundary Agreement

What are the racial impacts? The agreement seeks to provide predictability and uniformity related to where and how the Towns of Carrboro and Chapel Hill can expand their municipal boundaries, in conjunction with the principles of comprehensive and orderly growth and development. Local government authority for annexation in North Carolina has been modified in recent years, significantly limiting likely annexations to voluntary, rather than involuntary annexation, with specific provisions pertaining to voluntary annexation by property owners in high poverty or distressed areas. The known qualified census tracts and Reinvest areas in the vicinity are located within the Town limits. Renewal of the resolution establishing entranceway principles of protection seeks to protect the University Lake watershed by emphasizing the character, visual and natural conditions and maintaining a two-lane section along Smith Level Road. Research is needed to evaluate past annexation actions as intentionally exclusionary or having caused racially disparate outcomes.

Who is or will experience burden? Annexation itself can be seen as a burden, since it results in property owners having an additional tax responsibility, commensurate with the Town services made available. Incorporation into the Town limits may also increase development potential or result in increased escalation of property value. The associated tax impact can be burdensome. Continuation of the two-lane Smith Level Road section emphasizes the 15-501 corridor as the principal travel route between Carrboro/Chapel Hill and Chatham County. Travellers on Smith Level may experience some congestion at peak times or delays due to cyclists sharing the roadway and will need to travel more slowly due to horizontal and vertical curves, lighting, surrounding uses, et cetera

Who is or will experience benefit? The beneficiaries of the renewed annexation boundary agreement and resolution are the Towns and the community, current and existing residents and businesses and property owners due to the predictable and uniform expectations related to how and where annexations would occur and how the Smith Level Road corridor would or would not change over the 20-year agreement term.

What are the root causes of inequity? Root causes of inequity related to governmental actions like annexation include overlooking the interests of historically Black communities/communities of color that may have been located on land considered to be of lower value/development potential or desirability and/or land where less desirable land uses – e.g. large industrial, large commercial or transportation with associated negative environmental impacts – have been allowed to develop; barriers to participation in planning processes, such as access to meeting scheduling and content, lack of BIPOC representation amongst decision makers, and lack of transportation.

What might be the unintended consequences of this action or strategy? The aim of this process is to provide for clarity of communication and expectations about the orderly growth and development of the Towns. Unintended consequences may be precluding or slowing a change in land use that could otherwise be beneficial to residents who have experienced disparate impacts because of race and related education and/or employment opportunities and experiences. Some areas are not eligible for urban services or development and this may limit the growth in value of legacy properties, should families wish to convert them to more intensive uses and add wealth.



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 23-128

Agenda Date: 4/18/2023

File Type: Agendas

In Control: Town Council

Version: 1

Presentation from Appearance Commission

PURPOSE: The purpose of this agenda item is for Council to receive a presentation from the Appearance Commission.



Agenda Item Abstract

File Number: 23-112

Agenda Date: 4/18/2023

File Type: Agendas

In Control: Town Council

Version: 1

Memorandum of Understanding Creating the Intergovernmental Climate Council of Orange County

PURPOSE: The purpose of this agenda item is to request that the Town Council consider the attached resolution to authorize the Mayor to enter into a Memorandum of Understanding (MOU) with the Town of Chapel Hill, Town of Hillsborough, and Orange County to create the Intergovernmental Climate Council of Orange County.

DEPARTMENT: Planning Department

CONTACT INFORMATION: Laura Janway, Environmental Sustainability Coordinator, ljanway@townofcarrboro.org, (919) 918-7326; Patricia McGuire, Planning Director, pmcguire@townofcarrboro.org, (919) 918-7327.

COUNCIL DIRECTION:

☒ Race/Equity ☒ Climate ☒ Comprehensive Plan ☐ Other

The purpose of this MOU is to bring together public officials from local governments and other organizations in a formal way with staff to share information related to the impacts of climate change and the mitigation of those impacts in Orange County. The MOU addresses Community Integration Recommendation #2 from its Community Climate Action Plan, which recommends expanding public partnerships to more explicitly consider climate action.

The MOU will create a formal group that will work to address one of the foundational themes of the Carrboro Connects Comprehensive Plan, climate action.

The Town's work to address climate action will benefit historically marginalized communities, who suffer and will suffer disproportionately larger impacts due to climate disruption. Racial Equity Pocket Questions are provided as Attachment C.

INFORMATION: The Orange County Climate Council began as an informal Climate Change Committee composed of four elected officials. The Committee provided a report to the Assembly of Governments meeting in January 2019 where the concept of establishing a more formal committee structure was discussed. Following this meeting, each jurisdiction took different approaches to their appointments to the Climate Council. At this point, there was no formulating document and no structure or agreement in place. Orange County provided staff and organized meetings. Staff from all participating local governments attended as well.

In December 2021, the Climate Council submitted a letter to the Mayors, Chair, and Managers requesting a process to develop a memorandum of understanding (MOU) that would govern the work of the Climate Council moving forward.

As a result, the Board of Commissioners created a Climate Council Review Subcommittee to review the Climate Council. Based on feedback from current and former Climate Council members, the subcommittee recognized the value of an intergovernmental group focused on information sharing and collaboration. The subcommittee recommended using the Intergovernmental Parks Work Group (IPWG) as a model for the Climate Council moving forward and that the participating jurisdictions create an MOU to formulate/manage the new Climate Council.

At the April 26, 2022 Orange County Board of Commissioners meeting, the Board voted to suspend the Climate Council and asked staff to draft an MOU for a restructured Climate Council based on the organization of the IPWG. Staff from Carrboro, Hillsborough, Chapel Hill, and Orange County worked to draft the attached MOU (Attachment B).

The Chapel Hill Town Council authorized the Chapel Hill Mayor to enter into the MOU on February 22, 2023. The Chapel Hill Town Council authorized the Chapel Hill Mayor to enter into the MOU on March 13, 2023.

FISCAL IMPACT: Orange County staff will be responsible for administration, agenda preparation, meeting coordination, and meeting notes with support from other Town staff. Town staff will attend the two meetings of the Intergovernmental Climate Council each year.

RECOMMENDATION: The Town Manager recommends that the Town Council consider the attached resolution (Attachment A) authorizing the Mayor to enter into a Memorandum of Understanding with the Town of Chapel Hill, Town of Hillsborough, and Orange County to create the Intergovernmental Climate Council of Orange County.

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING (MOU) WITH THE TOWN OF CHAPEL
HILL, TOWN OF HILLSBOROUGH, AND ORANGE COUNTY TO CREATE THE
INTERGOVERNMENTAL CLIMATE COUNCIL OF ORANGE COUNTY

WHEREAS, the Town of Carrboro, the Town of Chapel Hill, the Town of Hillsborough, and Orange County jointly desire to formally recognize and maintain a mutually beneficial and collaborative environment surrounding climate action; and

WHEREAS, the Town of Carrboro has been implementing the municipal Energy and Climate Protection Plan (ECP) since its adoption in May 28, 2014; and

WHEREAS, the Town of Carrboro has been implementing the Community Climate Action Plan (CCAP) since the plan was adopted on January 24, 2017; and

WHEREAS, in January of 2019, at the Assembly of Governments meeting, the County and Towns of Carrboro, Chapel Hill, and Hillsborough discussed the creation of a climate committee;

WHEREAS, in the fall of 2019, a climate council was formed by the County and Towns and began meeting;

WHEREAS, the County and Towns agree that there is an opportunity to clarify the purpose and function of the climate council by formally establishing an Intergovernmental Climate Council; and

WHEREAS, the County and Towns developed the attached Memorandum of Understanding that describes the charge, goals, terms, membership, meetings, staffing and responsibilities of an Intergovernmental Climate Council of Orange County; and

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Council authorizes the Mayor to enter into a Memorandum of Understanding (MOU) to create the Intergovernmental Climate Council of Orange County.

This 18th day of April, 2023.

Memorandum of Understanding Creating the Intergovernmental Climate Council of Orange County

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is made and entered into this ____ day of _____, 2023 between and among the Towns of Carrboro, Chapel Hill, and Hillsborough, North Carolina, municipal corporations in Orange County, North Carolina (hereinafter referred to collectively as the “Towns”), and Orange County, a political subdivision of the State of North Carolina (hereinafter referred to as the “County”), for the purpose of creating a joint climate council to explore climate change issues in and their impact on Orange County and its residents. (County and Towns may be referred to individually as “Party” and collectively as the “Parties”).

The Parties also acknowledge that the University of North Carolina – Chapel Hill, UNC Healthcare, the Orange Water and Sewer Authority, Orange County Schools, Chapel Hill Carrboro City Schools, North Carolina Cooperative Extension, Durham Technical Community College, and The Chamber for a Greater Chapel Hill Carrboro Partnership for Sustainable Community are important member entities (stakeholders) in the County and the Towns and though not parties to this MOU, the Parties acknowledge the vital role they play and further acknowledge their intention to invite full participation by these member entities with respect to the issues covered by this MOU.

The purpose of this MOU is to foster the cooperation and collaboration between the County and the Towns, which has proved so successful on many issues and topics, to provide flexibility to explore the impacts of climate change and the mitigation of those impacts in Orange County. This collaborative agreement is established and maintained based on the cooperative trust among the Parties that is essential to the effective implementation of this MOU.

WITNESSETH

WHEREAS, the County, and Towns are public bodies, politic and corporate, under the laws of the State of North Carolina and are vested with the power and authority by Article 20 of North Carolina General Statutes Chapter 160A to enter into this MOU; and

WHEREAS, at the January 29, 2019 Assembly of Governments, the County and Towns discussed the formation of a climate committee to explore issues related to climate change; and

WHEREAS, a climate council was subsequently created with input from the Parties and began meeting in the Fall of 2019; and

WHEREAS, the County and Towns determined that the climate council’s purpose and function were unclear and jointly desired to formally establish an Intergovernmental Climate Council (the “Council”) and impart to it a clear charge and purpose.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and obligations set forth herein, the receipt and sufficiency of which is hereby acknowledged, the County and Towns agree as follows:

1. Charge and Goals of the Council

The charge/goals of the Council are to coordinate on climate related issues and opportunities. More specifically, the Council shall:

- Exchange information on climate justice, climate change mitigation, resiliency, and adaptation;
- Maintain and update an inventory of climate change initiatives of the entities represented on the Council that can be used to advance climate action plan strategies;
- Promote communication between the Towns and the County on future opportunities and collaborative efforts;
- Provide informational updates on the Climate Action Plans of the entities represented on the Council;
- Share public education and outreach opportunities conducted by the entities.

2. Term and Termination

This MOU shall continue in full force and effect until such time as it is terminated by mutual agreement of the Parties or until such time as two or more of the Parties withdraw from participation. A Party may withdraw from participation upon thirty (30) days written notice to the other Parties. Upon withdrawal by a Party, that Party shall have no further responsibilities or obligations under this MOU and that Party's appointees shall no longer have membership on the Council.

3. Membership

The Council shall have 16 members, as follows:

<i>Organization Representatives</i>	<i># of Positions</i>
Orange County Board of Commissioners	1
Orange County Commission for the Environment Representative	1
Hillsborough Board of Commissioners	1
Hillsborough Parks and Recreation Board Representative	1
Carrboro Town Council	1

Carrboro Climate Action Team	1
Chapel Hill Town Council	1
Chapel Hill Environmental Stewardship	
Advisory Board Representative	1
CHCCS Board Member	1
Orange County Schools Board Member	1
UNC Sustainability Lead	1
UNC Health Sustainability Lead	1
OWASA Sustainability Lead	1
NC Cooperative Extension Representative	1
Durham Tech Sustainability Lead	1
The Chamber for a Greater Chapel Hill Carrboro Partnership for a	
Sustainable Community Representative	1

Members may be removed and replaced at any time for any reason by the entity that appointed the member. If an elected and/or advisory board member's term ends, a new member shall be appointed by the entity. The Council shall select a meeting facilitator and co-facilitator. The Climate Council is inter-jurisdictional, providing information to elected boards on the areas listed in Section 1. It is not a formal advisory board and therefore not subject to voting and quorum requirements.

Advisory board and elected representatives from each Party to this Agreement shall be appointed by the elected board of that Party. All other member entities shall choose and appoint their own representative. The Managers of each local government will select the staff who will participate in the Council.

4. Meetings and Nature

The Council will meet two (2) times per year; Spring and Fall. The Council may meet remotely as authorized by the County Manager. A remote meeting is an official meeting, or any part thereof, with a majority or all of the members participating by simultaneous communication.

- a. Simultaneous communication is any communication by conference telephone, conference video, or other electronic means.

The Council is a public body and its meetings are subject to North Carolina Open Meetings Law and shall be open to the public to engage with concerns and ideas regarding climate change, climate justice and resiliency whether the meetings are conducted in person or remotely. The Council shall coordinate with the Clerk to the Board of Commissioners to notify the public of the means by which the public may access the remote meetings. All documents created by or for

the Council are presumed to be public records unless an exception to North Carolina Public Records Law applies.

5. Work of the Council and Staffing Arrangements

The Council is a multi-jurisdictional entity and is not an advisory board to any of the Parties. Staffing for the Council shall be of a joint venture, including staff from :

- Orange County
- Town of Carrboro
- Town of Chapel Hill
- Town of Hillsborough

Orange County staff will be responsible for administration, agenda preparation, meeting coordination, and meeting notes with support from other Town staff.

The Council shall faithfully adhere to its charge and purpose, shall not have supervisory authority over any Town or County staff who may be assigned to provide assistance to the Council, shall not have authority to incur any costs on its own behalf or any costs to the County or Towns, and shall meet regularly, with County staff support, to pursue its charge and goals.

6. Responsibilities of the Towns and County

The Towns and County shall:

- Provide meeting space and remote meeting capabilities for the meetings of the Council
- Provide staff assistance as described herein to support the Council
- Provide appointments to the Council as provided herein
- Continue to support the Council for the duration of their participation in this MOU

[SIGNATURE PAGE TO FOLLOW]

Wherefore the Parties hereto have set their hands and seals on the day and date first above recorded.

CARRBORO

Damon Seils, Mayor

Clerk-Attest

CHAPEL HILL

Pam Hemminger, Mayor

Clerk-Attest

HILLSBOROUGH

Jenn Weaver, Mayor

Clerk-Attest

ORANGE COUNTY

Jamezetta Bedford, Chair

Clerk-Attest

RACIAL EQUITY POCKET
QUESTIONS
Memorandum of Understanding to
Create the Intergovernmental
Orange County Climate Council

What are the racial impacts?

The Orange County Climate Council is an intergovernmental group focused on information sharing and collaboration related to climate action. Historically marginalized communities suffer and will suffer disproportionately larger impacts due to climate disruption. By pursuing information sharing and collaboration with other local governments and organizations, the Town will be addressing emissions reduction within Carrboro and on a larger scale throughout Orange County. The Town's commitment to reducing climate disruption will lessen the burden that historically disadvantaged groups will face as a result of greenhouse gas emissions. The OCCC will also utilize the [One Orange Racial Equity Framework](#).

Who is or will experience burden?

The Orange County Climate Council is a public body and its meetings are subject to North Carolina Open Meetings Law and shall be open to the public to engage with concerns and ideas regarding climate change, climate justice, and resiliency whether the meetings are conducted in person or remotely.

However, those who are unaware of the meetings may not have a chance to participate. The Orange County Climate Council will coordinate with the Clerk to the Board of Commissioners to notify the public of the means by which the public may access the remote meetings. All documents created by or for the Council are presumed to be public records unless an exception to North Carolina Public Records Law applies.

Who is or will experience benefit?

All residents of Carrboro and Orange County, including historically marginalized and low-income communities, which suffer and will suffer greater impacts due to climate change, will benefit from reduced greenhouse gas emissions.

What are the root causes of inequity?

Historic and deliberate institutional policies at all levels of government and unintended consequences of "race-neutral" policies have created inequities for Black and other marginalized communities in employment, housing, generational wealth and health outcomes. These inequities will only be exacerbated by ongoing climate disruption.

What might be the unintended consequences of this action or strategy?

It is possible that the group may not have members who belong to BIPOC or low-income communities. The group will consist of one member from the following organizations:

- Orange County Board of Commissioners
- Orange County Commission for the Environment
- Hillsborough Board of Commissioners
- Hillsborough Parks and Recreation Board Representative
- Carrboro Town Council
- Carrboro Climate Action Team
- Chapel Hill Town Council
- Chapel Hill Environmental Stewardship Advisory Board

- CHCCS Board Member
- Orange County Schools Board Member
- UNC Sustainability Lead
- UNC Health Sustainability Lead
- OWASA Sustainability Lead
- NC Cooperative Extension Representative
- Durham Tech Sustainability Lead
- The Chamber for a Greater Chapel Hill Carrboro Partnership for a Sustainable Community Representative

Advisory board and elected representatives from the Town of Carrboro, the Town of Chapel Hill, the Town of Hillsborough, and Orange County will be appointed by their elected boards. All other member entities will choose and appoint their own representative. The Managers of each local government will select the staff who will participate in the Council.

One of the members will be from a Carrboro advisory board, the Climate Action Team. The Town follows an [Advisory Board Appointment and Recruitment Policy](#), which states that the Town Council has a goal of promoting racial and ethnic diversity on advisory boards. To the extent possible, the Town Clerk brings forth applications that will expand the racial and ethnic composition of the existing advisory board. If no applications exist that will expand the racial or ethnic diversity of the advisory board, the Town Clerk notifies the Town Council of the lack of racially or ethnically diverse applicants and at such time requests that the Town Council work to recruit additional applicants.

Other members have similar advisory board policies and/or goals, including:

- The Town of Hillsborough: The town strives to reflect the diversity of its residents in the makeup of its boards. Demographics and residence location are considered during the appointment process.
- The Town of Chapel Hill: The Town has a focus on increasing the diversity of residents engaged in Town processes and opportunities, with an emphasis on engaging populations that have been most impacted and historically disconnected.
- Orange County: Orange County strives for authentically diverse representation on boards and commissions. Residents of all demographic backgrounds, identities, and perspectives are encouraged to apply.



Agenda Item Abstract

File Number: 23-114

Agenda Date: 4/18/2023
In Control: Town Council
Version: 1

File Type: Agendas

Appointments to the Planning Board

PURPOSE: The purpose of this item is for the Town Council to make appointments to the Planning Board.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Wesley Barker, Town Clerk, wbarker@carrboronc.gov
<<mailto:wbarker@carrboronc.gov>>, 919-918-7309

COUNCIL DIRECTION:

☒ Race/Equity ☐ Climate ☐ Comprehensive Plan ☐ Other

The Town Council follows the Advisory Board Recruitment and Appointment Policy which was adopted on 11-21-2017. Text amendments to this policy were approved by the Town Council on 12-1-2020 and 4-13-2021, respectively, to the section entitled “Composition” which related to expanding the racial and ethnic diversity on advisory boards and commissions. It should be noted that the Advisory Board Recruitment and Appointment Policy has been evaluated using the Racial Equity Lens tool and has been sent to the CORE team for the next step in the review process. This review process should be completed by May 2023.

INFORMATION: The Planning Board consists of 11 members:

- 9 members, appointed by the Town Council, shall reside within the town.
- 1 member, appointed by the Orange County Board of Commissioners, shall reside within the town’s extraterritorial planning area.
- 1 member, appointed by the Orange County Board of Commissioners, shall reside within the town’s joint planning transition area.

Elmira Mangum, serving in the In-Town seat, is up for re-appointment and has indicated interest in being re-appointed for another term, which would be her second term.

Susan Poulton, who currently serves in the Joint Planning Transition Area seat, is up for re-appointment and has indicated interest in serving another term. It should be noted that there are no new applications received for this designated seat.

David Clinton, who currently serves as the ETJ Planning Area seat, is up for re-appointment. Mr. Clinton has served in this role since 2004. Mr. Clinton’s occupation is an architect and brings an area of special expertise to the Planning Board because of his occupation. Mr. Clinton has indicated he would be willing to be recommended to serve another term as the ETJ’s representative but would step aside if other applicants have applied. A new application has been received from Terri Buckner for the Planning Board. Ms. Buckner lives in the ETJ and has served on several Carrboro advisory boards in the past including the Affordable Housing Commission, Environmental Advisory Board, and the OWASA Board of Directors. Ms. Buckner currently serves as the chair of the Truth Plaque Task Force. Ms. Buckner has indicated preference of serving on the

Planning Board but is willing to serve a dual role by remaining on the Truth Plaque Task Force, based on the pleasure of the Council.

The Council would need to recommend one ETJ applicant to the Board of County Commissioners for this seat. It should be noted that Town Council could appoint one applicant to the ETJ seat and appoint the other applicant to an assigned in-town seat, if they desire.

There are currently three vacancies on the Planning Board for In-Town seats. Several new applications have been received and the applicants have attended a Planning Board meeting and/or met with the Board Chair. These applicants are: April Barber, Gia DeHart, Linda Haac, Galen Kirkpatrick, David Peretin, Keith Sawyer and David Salvesen (who was recently appointed to the Transportation Advisory Board).

The applications and chair forms are included as Attachment B.

An informational matrix is included as Attachment C.

Pocket questions are included as Attachment D.

FISCAL IMPACT: N/A

RECOMMENDATION: It is recommended that the Town Council consider making appointments to the Planning Board for vacant in-town seats and recommending appointments for the Joint Planning Transition Area and ETJ seats to the Orange County Commissioners.

A RESOLUTION MAKING APPOINTMENTS TO THE
PLANNING BOARD

Section 1. The Carrboro Town Council hereby appoints the following applicants to the Planning Board:

Appointee	Term Expiration	Seat
Elmira Mangum (reappointment)	2/2025	In-Town
	2/2025	In-Town
	2/2026	In-Town
	2/2026	In-Town

Section 2. The Carrboro Town Council requests that the Board of County Commissioners appoint the following to the respective seats:

Appointee	Term Expiration	Seat
	2/2026	ETJ Seat (BOCC)
Susan Poulton (rec. reappointment)	2/2026	Joint Planning Transition Area (BOCC)

Section 3. This resolution shall become effective upon adoption.

This the 18th day of April 2023.

Print

Advisory Board Application - Submission #7026

Date Submitted: 11/7/2022

First Name*

April

Last Name*

BARBER

Date*

11/7/2022

Select today's date

Address1*

116 B Cheek Street

Address2

City*

CARRBORO

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

3368407570

Please enter your primary contact phone number.

Email Address*

april.scales75@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

What Year Were You Born?*

11/09/1975

Race*

multiracial

Please enter your race.

Sex*

female

Please enter your sex.

Ethnicity*

other

Occupation*

personal care aide/paralegal

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

8 months

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

8 months

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input checked="" type="checkbox"/> Racial Equity Commission |
| <input type="checkbox"/> Community Safety Task Force | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Advisory Board Preference*

Planning Board

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Other (advisory board not listed):

Racial Equity Commission

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

Personal Care Aide/Paralegal

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

8 months

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

ICAN, IFC Commons Event

Please enter the requested information.

Relevant Experience:*

event planning, public speaking

Reasons You Wish to be Appointed*

I have a unique perspective and experiences that would be an asset to this community. My effective communication skills will open the hearts and minds of those who would otherwise be closed.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.*

As someone who is racially diverse, it is important to meet people where they are, communicate who you are, your views, and unify to make the community the best that that it can possibly be.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, March 29, 2023 3:31 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	April
Applicant Last Name:	Barber
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	No
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	Yes

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
10. If no, briefly explain:	The invitation to attend a board meeting includes information on the role of advisory boards.
11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.	Diversity
If other, please explain:	The applicant identifies as multiracial.

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Print

Advisory Board Application - Submission #6972

Date Submitted: 10/13/2022

First Name*

Gia

Last Name*

DeHart

Date*

10/13/2022

Select today's date

Address1*

133 N Fields Circle

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

6199974445

Please enter your primary contact phone number.

Email Address*

Gia.a.dehart@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

What Year Were You Born?*

1990

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Ethnicity*

White

Occupation*

Marketing in Defense Tech

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

1 year

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

1 year

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|--|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Racial Equity Commission |
| <input type="checkbox"/> Community Safety Task Force | <input checked="" type="checkbox"/> Recreation and Parks Commission |
| <input checked="" type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Advisory Board Preference*

Planning or Economic Sustainability

Please indicate your preference by typing your first choice.
Please limit your selection above to two boards).

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

Rebellion Defense, Inc

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

2 years

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

NA

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Naval Academy Admissions Advisor Naval Academy Alumni Association (Triangle) Duke University Sanford School of Public Policy Veterans Association (Founding Member) Morris Grove Elementary PTA

Please enter the requested information.

Relevant Experience:*

- 10 years Naval officer leadership as a Public Affairs Officer, leading teams of 2 to 150 personnel. Experienced in community relations, media, and stakeholder engagement. Led the federal approval of Coastal Campus, a \$1B Congressionally mandated construction project in San Diego, CA within environmental & cultural constraints. Also led emergency operations and crisis communications for the 6 Dec 2019 terrorist attack in Pensacola, FL. - Currently lead marketing & policy for a defense innovation start up building software for national security. I work with Congress, think tanks, and trade associations to bring a "software as a service" to the government and save tax payer dollars

Reasons You Wish to be Appointed*

I would like to bring my leadership experience and policy knowledge to my local community. I have only lived here for one year but my family has been here since 2006. We have planted roots in Carrboro after 10 years of military service across the U.S.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.*

Diversity of thought leads to a more innovative and inclusive society. To improve the lives of everyone, we must ensure everyone has a seat at the table. I am actively involved in improving diversity recruitment at the US Naval Academy as an admissions liaison.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, March 29, 2023 8:19 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	Gia
Applicant Last Name:	DeHart
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	No
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	Yes

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

Yes

10. If no, briefly explain:

Field not completed.

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

Field not completed.

If other, please explain:

Field not completed.

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Print

Advisory Board Application - Submission #6342

Date Submitted: 5/4/2022

First Name*

Linda

Last Name*

Haac

Date*

5/4/2022

Select today's date

Address1*

102 Mill Rock Ct.

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

9193572014

Please enter your primary contact phone number.

Email Address*

lindahaac@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

What Year Were You Born?*

1949

Race*

White/Native American

Please enter your race.

Sex*

Female

Please enter your sex.

Ethnicity*

Mixed

Occupation*

Writer

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

47 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

32 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Racial Equity Commission |
| <input type="checkbox"/> Community Safety Task Force | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Advisory Board Preference*

Planning Baord

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

**Employer/Self Employed

Self Employed

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.

As a writer and newspaper columnist, I have reported on the area, locally, regionally and nationally (including for Newsweek and Southern Living); been a dance critic writing about local dance artists and other performers; and have written a long-time column, "A Sense of Place," for The Chapel Hill News when it existed, writing about life here.

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

North Carolina Writers Network, member and panelist University Woman's Club, current first vice-president Global Mission Committee, Chapel of the Cross, member and past chair Friends of Bolin Creek, Public Education Coordinator Home Owners Association, Bolin Forest Phase 2, Secretary (Chapel Hill/Carrboro City Schools, numerous positions including PTA Council President in the past)

Please enter the requested information.

Relevant Experience:*

Served on Carrboro's Transportation Advisory Board for seven years, including being vice-chair and chair Served on Carrboro's Greenways Commission Served on Carrboro's Bike Steering Committee for its 2020 Bike Plan

Reasons You Wish to be Appointed*

I have served on Carrboro boards, commissions and committees until 2021, taking approx. a year off. These experiences have been especially rewarding and allowed me to contribute to the place that I live in and that I love. I would like to continue to be part of Carrboro's future. I have lived in Carrboro for several decades now and seen it change and prosper, giving me a perspective not always available in a community with many new and transient residents. I am also deeply knowledgeable about the Town as a whole, Town governance, community activities, and issues of importance here. I would like to be appointed to the Planning Board as this is where I believe I could be of the most service.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.*

Inclusion is a watchword for me. Only if all voices are not only raised but also heard and given weight will any community, town or nation for that matter reach its greatest potential.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

Transportation Advisory Board, Greenways Commission

Yes

Are you currently serving on a Town Board or Committee?*

☐ Yes

☒ No

If yes, are you applying for a third consecutive term?*

☐ Yes

☒ No

If yes, please describe how you meet one, or more, of the following exceptions noted below.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, March 29, 2023 8:34 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	Linda
Applicant Last Name:	Haac
1. Has the applicant previously served on this or another advisory board?	Yes
2. If yes, how many total years have they served?	9+
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	Yes
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	<i>Field not completed.</i>

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

Yes

10. If no, briefly explain:

Field not completed.

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

Field not completed.

If other, please explain:

Field not completed.

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Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, November 30, 2022 12:05 AM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Application

Follow Up Flag: Follow up
Flag Status: Flagged

Advisory Board Application

First Name	Galen
Last Name	Kirkpatrick
Date	11/30/2022
Address1	203 Gary Rd
Address2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	Unsure
Telephone (111)-111-1111	9194284479
Email Address	galenkirkpatrick42@gmail.com
The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.	
What Year Were You Born?	1995
Race	white

Sex	male
Ethnicity	Jewish
Occupation	freelance audio engineer
Are you a registered Orange County Voter?	Yes
Length of Residence in Orange County	I grew up here
Length of Residence in the Town of Carrboro	On and off since 2010
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Planning Board, Transportation Advisory Board
Advisory Board Preference	Planning Board
Other (advisory board not listed):	<i>Field not completed.</i>
**Employer/Self Employed	<i>Field not completed.</i>
Number of Years Employed	<i>Field not completed.</i>
** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	<i>Field not completed.</i>
Community Activities/Organizational Memberships	I am part of a rich, vibrant community based around a form of traditional American folk dance called contra dancing. Dance events mostly happen through Triangle Country Dancers (TCD), a local nonprofit my parents helped start in the 1980s, and are often held at the Century Center. I grew up in this community, and it's now my privilege to give back through organizing events and using my audio engineering experience to run sound for live bands. I'll be joining TCD's board in the new year.
Relevant Experience:	I have a degree in structural engineering from Brown University. After college I worked for the engineering firm Arup, which included contributing to the design of large buildings and infrastructure projects all over the world, as well as master planning efforts for their sites. I later worked for GHD, another

engineering firm. I focused on audio engineering and AV design for Federal facilities in the DC area, though I did the job remotely from Carrboro. Finally, I've experienced Carrboro as a child, teenager, and adult, and have interacted with the area as a pedestrian, cyclist, bus rider, and driver. I care about improving the experience of everyone who spends time here, no matter their personal circumstances.

Reasons You Wish to be Appointed

I was lucky enough to grow up in Chapel Hill and Carrboro, and my family has lived here since 1947. I moved away for college and then work, but I moved back during the pandemic and decided to make Carrboro my long-term home. Now that I'm back, I want to give back to the community and help make sure that everything that's great about Carrboro is available for people of all backgrounds for generations to come. While I've lived here most of my life, I've spent time in a lot of different places along the way, and I see the different ways that infrastructure, planning, transportation, and land use either help or hinder cities and towns' ability to function smoothly for their residents. I'm really excited about the possibility of helping shape those decisions for Carrboro.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.

While my personal identity doesn't bring a lot of diversity to the table, my education gave me a thorough grounding in the principles of equity and justice. I care deeply about the long-term health and sustainability of Carrboro, and I know that making those happen requires conscious and intentional work to create a just, diverse, and inclusive community that is accessible to people and families of all different kinds of backgrounds.

Have you ever served on any Town of Carrboro Committee or Board?

No

If yes, which one(s)?

Field not completed.

Are you currently serving on a Town Board or Committee?

No

If yes, are you applying for a third consecutive term?

No

If yes, please describe how you meet one, or more, of

Field not completed.

the following exceptions
noted below.

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Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, March 29, 2023 8:31 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	Galen
Applicant Last Name:	Kirkpatrick
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	Yes
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	<i>Field not completed.</i>

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
<hr/>	
10. If no, briefly explain:	<i>Field not completed.</i>
<hr/>	
11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.	Occupation, Experience, or Special Skills
<hr/>	
If other, please explain:	The applicant has a degree in structural engineering and experience with building and infrastructure design, and master planning efforts for sites.
<hr/>	

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Wesley Barker

From: noreply@civicplus.com
Sent: Thursday, January 12, 2023 1:30 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Application

Advisory Board Application

First Name	David
Last Name	Peretin
Date	1/12/2023
Address1	102B Elm St
Address2	<i>Field not completed.</i>
City	Carrboro
State	North Carolina
Zip	27510
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	No
Telephone (111)-111-1111	9196728980
Email Address	david@tesorocarrboro.com
The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.	
What Year Were You Born?	1991
Race	Caucasion
Sex	Male
Ethnicity	<i>Field not completed.</i>

Occupation	Cook
Are you a registered Orange County Voter?	Yes
Length of Residence in Orange County	16 years
Length of Residence in the Town of Carrboro	8 years
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Economic Sustainability Commission, Planning Board
Advisory Board Preference	Planning
Other (advisory board not listed):	Safe routes to schools.
**Employer/Self Employed	Self employed
Number of Years Employed	2.5
** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	I operate a business on Weaver St that attracts guests from all over the state.
Community Activities/Organizational Memberships	N/A
Relevant Experience:	As a resident and business operator in the heart of town I have put the town of Carrboro and its success at the center of my life.
Reasons You Wish to be Appointed	I am a 31 year old single father that operates a business here and grew up in the chapel hill/carrboro area. I feel that this life experience and representation of my age bracket could be a useful perspective.
We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are	I believe our right to express our individuality as free thinking members of society is of the utmost importance. A diverse, kind, and active community is what makes Carrboro such a wonderful place. I also think civic participation to support these ideals is a duty that I am excited to participate in.

important not only in advisory board/commission work but also in all facets of local government and community work.

Have you ever served on any Town of Carrboro Committee or Board?	No
--	----

If yes, which one(s)?	<i>Field not completed.</i>
-----------------------	-----------------------------

Are you currently serving on a Town Board or Committee?	No
---	----

If yes, are you applying for a third consecutive term?	No
--	----

If yes, please describe how you meet one, or more, of the following exceptions noted below.	<i>Field not completed.</i>
---	-----------------------------

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Wesley Barker

From: noreply@civicplus.com
Sent: Friday, March 24, 2023 3:36 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	David
Applicant Last Name:	Peretin
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	Yes
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	<i>Field not completed.</i>

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
<hr/>	
10. If no, briefly explain:	<i>Field not completed.</i>
<hr/>	
11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.	Other
<hr/>	
If other, please explain:	This applicant would represent a younger population for the Planning Board.
<hr/>	

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Wesley Barker

From: noreply@civicplus.com
Sent: Thursday, January 19, 2023 9:32 AM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Application

Advisory Board Application

First Name	David
Last Name	Salvesen
Date	1/19/2023
Address1	1805 Pathway Drive
Address2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	No
Telephone (111)-111-1111	9196128837
Email Address	dasalvesen@gmail.com
The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.	
What Year Were You Born?	1957
Race	White
Sex	M
Ethnicity	<i>Field not completed.</i>

Occupation	Retired
Are you a registered Orange County Voter?	Yes
Length of Residence in Orange County	26 years
Length of Residence in the Town of Carrboro	25 years
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Planning Board, Transportation Advisory Board
Advisory Board Preference	Planning Board
Other (advisory board not listed):	<i>Field not completed.</i>
**Employer/Self Employed	Retired
Number of Years Employed	<i>Field not completed.</i>
** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	<i>Field not completed.</i>
Community Activities/Organizational Memberships	I volunteer as a driver at TABLE to deliver food to those in need
Relevant Experience:	I have taught courses at UNC and at Duke in land use and city planning. I worked at the Institute for the Environment at UNC for over 10 years and before that at the Center for Urban and Regional Studies, where I conducted research on issues such as community resiliency to natural disasters and economic development. I also taught courses on sustainable cities and led two study abroad courses focusing on how to make cities more sustainable. Currently, I teach a graduate course on Land Use Policy at Duke University's Nicholas School for the Environment.
Reasons You Wish to be Appointed	I've lived in Carrboro for 25 years and have seen the town grow and change since then, mostly for the better. I love Carrboro but believe there's room for improvement. I'd like to think that what I have learned teaching and researching at UNC, and

working with communities all across the state, might be relevant to address some of the issues facing Carrboro today and in the future. Also, now that I'm semi-retired, I have the time to serve on an advisory board.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.

Carrboro. is a community of people who differ in many ways, but whose voices, needs and aspirations are important and should be given a voice in decisions that affect them. It's important to engage those who may feel marginalized and who might otherwise not be heard. Advisory committees can influence policy decisions, so it's important for all to feel that they have been heard, regardless of race, gender or abilities.

Have you ever served on any Town of Carrboro Committee or Board?

No

If yes, which one(s)?

Field not completed.

Are you currently serving on a Town Board or Committee?

No

If yes, are you applying for a third consecutive term?

No

If yes, please describe how you meet one, or more, of the following exceptions noted below.

Field not completed.

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Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, March 29, 2023 8:16 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	David
Applicant Last Name:	Salvesen
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	Yes
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	<i>Field not completed.</i>

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
10. If no, briefly explain:	<i>Field not completed.</i>
11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.	Occupation, Experience, or Special Skills
If other, please explain:	The applicant has taught courses at UNC & Duke in land use and city planning. Of note, the applicant was appointed to the TAB in March 2023.

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Advisory Board Application - Submission #7178

Date Submitted: 1/3/2023

First Name*

Keith

Last Name*

Sawyer

Date*

1/3/2023

Select today's date

Address1*

207 Wyndham Drive

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone (111)-111-1111*

9199038124

Please enter your primary contact phone number.

Email Address*

rkeithsawyer@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

What Year Were You Born?*

1960

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Ethnicity

Occupation*

Professor

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

10

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

9

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Racial Equity Commission |
| <input type="checkbox"/> Community Safety Task Force | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Advisory Board Preference*

Planning Board

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

University of North Carolina

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

10

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

I'm not sure what to say! I'm a musician and my band played at the Carrboro Music Festival in 2022, if that counts

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Occasionally volunteering for the PTSA at McDougale MS and CHHS. Walking dogs at the Orange County Animal Shelter. Young puppy trainer for Eyes, Ears, Nose, and Paws (EENP). Playing music in different bands.

Please enter the requested information.

Relevant Experience:*

No experience with planning or development. But I've lived in a lot of different big cities before moving to Carrboro.

Reasons You Wish to be Appointed*

My family has lived in Carrboro for 9 years, first in the town center for two years in Roberson Place, and now in Wexford for 7 years. We do pretty much all of our shopping and dining in the Carrboro city limits and we love it here! I'm interested in zoning and development from a big picture and long-term perspective, not just for how it impacts any one community.

We believe as a Town and as a Town Council that racial equity and diversity and inclusion are important. Please tell us your thoughts about this and why they are important not only in advisory board/commission work but also in all facets of local government and community work.*

Compared to how diverse America is throughout the country, Carrboro is a relatively homogenous town on many metrics (race, education level, income, political affiliation). This means that Carrboro needs to work even harder to attain diversity.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐ Yes

☒ No

If yes, are you applying for a third consecutive term?*

☐ Yes

☒ No

If yes, please describe how you meet one, or more, of the following exceptions noted below.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, March 29, 2023 8:22 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	Keith
Applicant Last Name:	Sawyer
1. Has the applicant previously served on this or another advisory board?	No
2. If yes, how many total years have they served?	<i>Field not completed.</i>
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	No
6. If yes, which seat?	<i>Field not completed.</i>
7. Did the applicant attend an advisory board meeting?	Yes
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	<i>Field not completed.</i>

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

Yes

10. If no, briefly explain:

Field not completed.

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

Field not completed.

If other, please explain:

Field not completed.

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Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Terri Buckner
Name Called:
Home Address: 306 Yorktown Drive
Chapel Hill NC 27516
Phone: 919-672-8271
Email: tbuckner@ibiblio.org
Year of OC Residence: 1976
Township of Residence: Chapel Hill
Zone of Residence: Carrboro ETJ
Gender Identity: Female
Ethnic Background: White
Age Range: 60+

Community Activities/Organizational Memberships:

Orange County Project Review Committee (Partnership to End Homelessness) Orange County Broadband Task Force Carrboro Truth Plaque Committee

Past Service on Orange County Advisory Boards:

OWASA Board of Directors
Commission for the Environment

Boards/Commissions applied for:**Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

I have a masters degree in instructional design and am ABD in Educational Research with an emphasis in adult education and educational economics. I have taught at two universities and one community college. Most recently, I served on a volunteer committee for the Chapel Hill Carrboro City Schools to review their vocational curriculum.

Reasons for wanting to serve on this board:

I am deeply committed to the success of our community college system. As a project coordinator for a STEM project at Florida A&M, I counseled students who would not have been able to afford college if they had not been able to complete their general education credits at the community college. For many students, especially those in rural and under-funded urban high schools, the community college helps build the study skills and academic independence needed to be successful in a 4-year school. The community college also serves the needs of adult learners who need basic academic and technical skills. This is a population that I believe is not always well represented by academic administrators.

Contribution to the diversity of viewpoints on this board:**Conflict of Interest:**

Orange County Housing Authority**Background, education and experience relevant to this board:**

Three years on the Carrboro Affordable Housing Commission, years of informal participation with the annual homeless count with Carrboro police, full career of working with budgets and project planning.

Reasons for wanting to serve on this board:

I have the knowledge and skills to help my community.

Contribution to the diversity of viewpoints on this board:

I am a senior citizen with a physical handicap living on a retirement budget.

Conflict of Interest:**Carrboro Planning Board****Background, education and experience relevant to this board:**

I have lived in the Carrboro ETJ for 21 years, convinced the two towns and the county to authorize a Smith Level Road Task Force, learned a lot about planning and zoning when I served on the Carrboro Environmental Advisory Board

Reasons for wanting to serve on this board:

The Carrboro ETJ area is in the University Lake watershed. I want to protect that watershed while still helping the town grow responsibly.

Contribution to the diversity of viewpoints on this board:

I would represent the residents of the ETJ from a position of experience and an environmental ethic.

Conflict of Interest:**Boards/Commissions appointments:****Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL**

Application Date: 1/9/2018

Background, education and experience relevant to this board:

I have been photographing historical structures throughout Orange County for many years. Attended 2015 Vernacular Architecture Forum annual conference to learn more about the formal methods of historical preservation. Several American Studies courses that

Reasons for wanting to serve on this board:

An extra-curricular passion. Wish to help preserve Orange County history in the midst of unprecedented growth. Help find the balance between growth/change and preservation

Conflict of Interest:

No

Orange County Broadband Task Force**Application Date:** 12/30/2020**Background, education and experience relevant to this board:**

I served on the Chapel Hill Information Technology Advisory Committee that recommended the town work with NC DOT to lay fiber cable when the traffic signal system was upgraded and I was the project manager on the North Carolina Next Generation Network pro

Reasons for wanting to serve on this board:

In today s economy, broadband needs to be treated like any other utility. Children need it for school, entrepreneurs need it to do business, everyone needs it for healthcare, paying bills, and generally living their lives. I have the educational backgroun

Conflict of Interest:**Other Comments:****This application was current on:** 1/9/2023 10:10:00 AM**Date Printed:** 2/14/2023

Wesley Barker

From: noreply@civicplus.com
Sent: Wednesday, March 29, 2023 8:37 PM
To: Wesley Barker; Mary Bryant
Subject: Online Form Submittal: Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Chair Report (Complete One Per Applicant)

Advisory Board Name:	Planning Board
Chair Name	Braxton Foushee
Applicant First Name:	Terri
Applicant Last Name:	Buckner
1. Has the applicant previously served on this or another advisory board?	Yes
2. If yes, how many total years have they served?	4+
3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?	No
4. Is the applicant already serving on this advisory board and completed their two full terms?	No
5. Is the applicant applying for a special or expert seat on the advisory board?	Yes
6. If yes, which seat?	Carrboro ETJ
7. Did the applicant attend an advisory board meeting?	No
8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?	No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
<hr/>	
10. If no, briefly explain:	Applicant just submitted an application; can invite to April meeting.
<hr/>	
11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.	<i>Field not completed.</i>
<hr/>	
If other, please explain:	<i>Field not completed.</i>
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Membership Information Matrix

Planning Board

First Name	Last Name	Seat Designation	Race (as noted by applicant)	Ethnicity (if noted by applicant)	Sex	Address	City, St, Zip	YOB	Occupation/Expertise Content	Most Recent Appointed Date
CURRENT MEMBERS										
Bruce	Sinclair	In-Town	White	Not indicated	M	1530 Pathway Dr.	Carrboro, NC 27510	1951	Retired	3/10/2020
Catherine	Fray	In-Town	White	Not indicated	Nonbinary	116 Alabama Ave.	Carrboro, NC 27510	1986	IT Consultant	3/10/2020
Khadijah	Amina	In-Town	Black	Not indicated	F	300 S. Camellia	Carrboro, NC 27510	not indicated	Retired	4/6/2021
Braxton	Foushee	In-Town	Black	Not indicated	M	100 Williams St.	Carrboro, NC 27510	1939	Retired	4/6/2021
Rachel	Gaylord-Miles	In-Town	White	Not indicated	F	124 Fidelity St.	Carrboro, NC 27510	1992	Environmental Transportation Planner	4/24/2018
Elmira	Mangum	In-Town	Black	Not indicated	F	102 Rivercreek Pl.	Carrboro, NC 27510	1963	Retired	3/10/2020
Susan	Poulton	Joint Planning Transition Ar	White	Not indicated	F	8720 Union Grove Ch. Rd.	Chapel Hill, NC 27516	1949	Retired	3/10/2023
David	Clinton	ETJ	White	Not indicated	M	106 Fox Run	Chapel Hill, NC 27516	not indicated	Architect	6/18/2019
VACANT		In-Town								
VACANT		In-Town								
VACANT		In-Town								
APPLICANTS										
Linda	Haac	Seeking In-Town Seat	White/Native American	Mixed	Female	102 Mill Rock Ct.	Carrboro, NC 27510	1949	Writer	
Gia	DeHart	Seeking In-Town Seat	White	White	Female	133 N Fields Cir.	Chapel Hill, NC 27516	1990	Marketing in Defense Tech	
April	Barber	Seeking In-Town Seat	Multiracial	Other	Female	116 B Cheek St.	Carrboro, NC 27510	1975	Personal Care Aide/Paralegal	
Keith	Sawyer	Seeking In-Town Seat	White	Not indicated	Male	207 Wyndham Dr.	Carrboro, NC 27510	1960	Occupation- Professor UNC	
David	Peretin	Seeking In-Town Seat	Caucasian	Not indicated	Male	102-B Elm St.	Carrboro, NC 27510	1991	Business operator in Carrboro/Cook, Parent	
Galen	Kirkpatrick	Seeking In-Town Seat	White	Jewish	Male	203 Gary Rd.	Carrboro, NC 27510	1995	Retired	
David	Salvesen	Seeking In-Town Seat	White	Not indicated	Male	1805 Pathway Dr.	Carrboro, NC 27510	1957	Retired- Land Use/Planning instructor/ UNC	*recently appointed to TAB
Terri	Buckner	Seeking ETJ Seat	White	Not indicated	Female	306 Yorktown Dr.	Chapel Hill, NC 27516	Age 60+	Retired	

RACIAL EQUITY POCKET QUESTIONS

Advisory Board Appointments

Following the Advisory Board Recruitment and Appointment Policy

What are the racial impacts?

- There continues to be a need for more diverse representation on advisory board and commissions, as well as interest. Some members of the community may not be able to participate on these boards and commissions due to limitations on transportation, lack of childcare and the affordability of each. Further, some members may not have adequate access to internet or equipment, which can cause them to miss out on announcements, recruitment efforts and participation in virtual meetings. Some community members may have jobs that cause them to work outside of “normal” business hours, which would prohibit them from attending meetings. Further, there may be a historical mistrust of government or fear of not being heard by others, which limit interest in applications to advisory boards and commissions by people of color and lower-incomes households.

Who is or will experience burden?

- Lower-income households and people of color are burdened by possibly not being able to participate on advisory boards and commissions due to limitations on child-care, transportation, internet access and job demands. Additionally, if these groups have a distrust of government or historical experience of not being heard, they will not choose to participate or even apply for advisory boards or commissions, when they could in fact be an exceptional asset to a board or commission and be the voice representing their particular demographic, which may not be as well represented.

Who is or will experience benefit?

- Lower-income households and people of color would benefit by the ideas of new initiatives to bolster participation which could include stipends for childcare/transportation, stronger community outreach and education about the important roles advisory board and commission members play in town recommendations & decisions. It further signifies the important need for all voices to have a seat at the table which in turn benefits all town citizens and the work of the boards and commissions.
- Further, if more equitable solutions aren’t present, those who do not have issues with childcare, transportation, highspeed internet, or who live in more affluent, “plugged-in” areas of town, are able to continue serving on boards and having a voice at the table much easier, thus possibly benefiting more on initiatives and recommendations to the governing board, because there would be less diversity and equity at the table of these boards & commissions, and further isolating those other important areas and voices of the community.

What are the root causes of inequity?

- Recruitment efforts in the past have relied on advertising (hanging posters, social media, etc.), and word of mouth to groups of people that may align with only a certain neighborhood(s) or demographic(s). These are mainstream, accepted practices in most communities that have been the same for many years. This has been unintentional. Further, up until the advisory board recruitment and appointment policy was created by the Town, there was less direction on the recruitment processes for advisory boards. The adoption and amendments to the advisory board recruitment and appointment policy over the past few years have worked to address historical inequities and making sure diverse applicant pools are being brought to Council.

RACIAL EQUITY POCKET QUESTIONS

Advisory Board Appointments

Following the Advisory Board Recruitment and Appointment Policy

What might be the unintended consequences of this action or strategy?

- By considering new initiatives to possibly offer incentives to advisory board members, and for recruitment efforts, a distrust of government or missing educational component may still exist within some communities and may keep qualified citizens from applying to these boards and commissions.