

Town of Carrboro

301 W. Main St., Carrboro, NC 27510



Meeting Agenda - Final

Tuesday, June 27, 2023

7:00 PM

Council Chambers - Room 110

Town Council

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

1. [23-204](#) Proclamation: Recreation and Parks Month
2. [23-219](#) Resolution in Support of UPS Teamsters

Attachments: [A RESOLUTION IN SUPPORT OF UPS TEAMSTERS IN THEIR CONTRACT NEGOTIATIONS 6-27-23](#)

7:05-7:10**B. ANNOUNCEMENT OF UPCOMING MEETINGS****7:10-7:30****C. PUBLIC COMMENT****7:30-7:40****D. CONSENT AGENDA**

1. [23-218](#) Approval of October 18, 2022 Meeting Minutes
2. [23-198](#) Request to Authorize Town Manager to Extend Contract with Wetherill Engineering for Preliminary Engineering Services for the Jones Creek Greenway.

PURPOSE: [The purpose of this agenda item is to authorize the Town Manager to extend the contract with Wetherill Engineering to complete the bid documents and participate in the bid process for the Jones Creek Greenway.]

Attachments: [A - Resolution.doc](#)
[B - Pocket Questions - Jones Creek Greenway.docx](#)

3. [23-216](#) Request to Approve a Resolution Authorizing the Town Manager to Execute a Municipal Agreement with NCDOT for Three Signalized Pedestrian Crossings Along NC 54.

PURPOSE: The purpose of this item is for the Town Council to consider authorizing the Town Manager to enter into a Municipal Agreement with NCDOT for the construction of signalized pedestrian crossings along NC 54 at Westbrook Drive, Abbey Lane and Kingswood Apartments.

Attachments: [A - Resolution \(06-27-2023\)](#)
[B -Pocket Questions -NC 54 Signalized Crossings](#)

4. [23-202](#) Resolution to Authorize the Town Manager to Execute a Contract for the Fleet Alternative Fuels Feasibility Analysis

PURPOSE: The purpose of this agenda item is to request that the Town Council authorize the Town Manager to execute a contract for the Fleet Alternative Fuels Feasibility Analysis.

Attachments: [A - Resolution Authorizing the Town Manager to Execute a Contract for a Fleet Alternative Fuels Feasibility Analysis](#)
[B - Pocket Questions - Fleet Study](#)

5. [23-199](#) Authorize the Mayor to Execute a Revised Memorandum of Understanding for the Orange County Partnership to End Homelessness

PURPOSE: The purpose is to authorize the Mayor to execute a revised MOU for the Orange County Partnership to End Homelessness.

Attachments: [Attachment A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A REVISED MOU WITH THE](#)
[Attachment B OCPEH MOU 2023 draft](#)
[Attachment C OCPEH MOU Pocket Questions](#)

6. [23-207](#) Request to Authorize the Town Manager to Accept a Safe Routes to School Non-Infrastructure Grant from the North Carolina Department of Transportation

PURPOSE: The purpose of this item is for the Town Council to consider authorizing the Town Manager to accept the award of a 2023 Safe Routes to School Non-Infrastructure Grant from the North Carolina Department of Transportation.

Attachments: [A - Resolution - SRTS GRANT](#)
[B - Pocket Questions - SRTS Grant.docx](#)

7. [23-193](#) Request to set a public hearing on Land Use Ordinance Amendments modifying residential parking requirements.

PURPOSE: The purpose of this agenda item is to provide the Town Council with a draft ordinance to implement Carrboro Connects Transportation & Mobility Strategy 4.2 Reduce negative effects of parking requirements on housing costs and natural resources. A resolution that would, if adopted, set a legislative public hearing for October 24, 2023, is provided for the Council's use.

Attachments: [A- Resolution RTS](#)
[B - Draft ordinance](#)
[C- Pocket Questions](#)

8. [23-206](#) Request for Town Council to Approve an Increase in the Contract for Ramey Kemp Associates for Design Services Associated with the South Greensboro Street Sidewalk Project.

PURPOSE: The purpose of this agenda item is for the Council to approve a contract increase and extension for Ramey Kemp Associates the firm preparing the bid packet for the South Greensboro Street Sidewalk project in order to provide for the additional design work associated with the water line replacement.

Attachments: [A - Resolution\(2\).doc](#)
[B - South Greensboro Street Contract Amendment - Racial Equity Pocket Questions.docx](#)

9. [23-211](#) Resolution to Approve a Contract with GFL Environmental, Inc. for Disposal of Municipal Solid Waste

PURPOSE: The purpose of this agenda item is to request the Town Council approve the FY24 municipal solid waste (MSW) disposal contract with GFL Environmental, Inc.

Attachments: [Attachment A - Summary of Quotes](#)
[Attachment B - Resolution](#)
[Attachment C - Equity Pocket Questions - GFL Contract](#)

10. [23-217](#) Consider an Application for a Monument Located on Town Property.

PURPOSE: The purpose of this agenda item is for the Town Council to consider an application for a monument located on Town property.

Attachments: [Attachment A - Town Policy and Application Form for Monuments Located on Town Property - Martha Mandell](#)
[Attachment B - Equity Pocket Questions - Martha Mandell Monument](#)
[Attachment C - A Resolution to Consider and Approve an Application for a Monument on Town Property](#)

11. [23-220](#) Independent Audit Contract for Fiscal Year Ending June 30, 2023
PURPOSE: The purpose of this item is to award a contract for the Town's annual independent audit for the fiscal year ending June 30, 2023
Attachments: [Attachment A - Resolution to Award Audit Contract 5-03-2022](#)
[Attachment B- Pocket Questions](#)
12. [23-222](#) Resolution to Approve a Contract with Greenscape, Inc. for Mowing along Highway NC-54 and Town Properties

PURPOSE: The purpose of this agenda item is to request the Town Council approve the contract with Greenscape, Inc. mowing services along Highway NC-54 and Town Properties.
Attachments: [Attachment A - Equity Pocket Questions - Greenscape Contract](#)
[Attachment B - Resolution](#)
13. [23-224](#) Consideration of a Minor Modification Request to the Special Use Permit-A for a Level 1 rooftop solar array facility at 515 S Greensboro Street.

PURPOSE: The purpose of this agenda item is to request that the Town Council consider approving a Minor Modification request for the Special Use Permit-A at 515 S Greensboro Street. The modification would allow the property owner to construct a Level 1 rooftop solar array facility at the stated address.
Attachments: [Attachment A - Resolution Approving Minor Modification Request at 515 S Greensboro](#)
[Attachment B - Public Storage Solar Array Plans](#)

7:40-8:40**E. PUBLIC HEARING**

1. [23-203](#) Continuation of Public Hearing on a Request for Voluntary Annexation of Property Contiguous to the Town Limits

PURPOSE: The purpose of this item is for the Town Council to receive public comment on a request for voluntary annexation of three properties, 820 and 904 Homestead Road and 310 Lucas Lane. An ordinance annexing these properties into the Town limits is provided for the Town Council's use.
Attachments: [A - Ordinance](#)
[B - Petition](#)
[C- Location Map](#)
[D- Pocket Questions](#)

2. [23-201](#) Continuation of Public Hearing for Conditional Rezoning at 820 and 904 Homestead Road and 310 Lucas Lane

PURPOSE: The purpose of this item is for the Town Council to continue to receive public comment and to deliberate on a request to rezone three contiguous parcels located at 820 and 904 Homestead Road and 310 Lucas Lane.

Attachments: [A - Follow-Up Responses to June 6th PH Comments 06-22-2023.pdf](#)
[B - Applicant Responses 06-21-2023 \(rev\).pdf](#)
[C - Resolution for Consistency.docx](#)
[D - Draft Zoning Map Amendment 6-21-2023 \(rev2\).pdf](#)
[E - Vicinity Map.pdf](#)
[F - Staff Report.pdf](#)
[G-1 - Petition.pdf](#)
[G-2 - Exhibit.pdf](#)
[G-3 - Traffic Assessment.pdf](#)
[G-4 - NIM.pdf](#)
[H - Certification Packet \(Updated\).pdf](#)
[I - Comments \(SWAC added\).pdf](#)
[J - LUO Excerpts.pdf](#)
[K - Pocket Questions - Proposed Homestead Rd Rezoning](#)

F. OTHER MATTERS

8:40-9:00

1. [23-223](#) Follow-up to FY 2022 Audit Finding

PURPOSE: The purpose of this agenda item is to provide a status report to the Town Council on the audit finding to the FY 2022 Audit.

Attachments: [Attachment A- Town of Carrboro Report to Town Council 6.30.22 Final Draft](#)
[Attachment B- Resolution Responding to Audit Findings YE 2022](#)
[Attachment C- Pocket Questions](#)

9:00-9:15

2. [23-120](#)

Request to Amend Racial Equity Commission Charge

PURPOSE: The purpose of this agenda item is for the Town Council to consider the recommendation from the Racial Equity Commission (REC) to amend the commission charge. Donald Hawkins II, Racial Equity Commission Chair will make the presentation.

Attachments: [Attachment A - Racial Equity Resolution](#)
 [Attachment B - Racial Equity Commission Structure DRAFT](#)
 [Attachment C - REC Pocket Questions](#)

9:15-9:35**3. [23-221](#)**

Consideration of a Decision Document Related to Jade Creek Architecturally Integrated Subdivision Special Use Permit-A at 8522 Old NC 86

PURPOSE: The purpose of this agenda item is for Town Council to consider adopting a decision document related to the Special Use Permit-A request for property at 8522 Old NC 86. A draft version of the decision document is attached as Attachment A.

Attachments: [Attachment A - Draft Decision Document for Jade Creek AIS SUP-A](#)

9:35-9:55**4. [23-210](#)**

Presentation on Gas-Powered Landscaping Equipment

PURPOSE: The purpose of this item is to provide a presentation of staff findings on potential code amendments for banning gas-powered landscape equipment in Carrboro to reduce environmental and noise pollution.

Attachments: [Attachment A - Legal Opinion](#)
 [Attachment B - Pocket Questions](#)

9:55-10:10**5. [23-196](#)**

Police Department Quarterly Equity Report

PURPOSE: The purpose of this agenda item is to provide the Town Council with a brief overview of the quarterly equity report for the fourth quarter of 2022 and first quarter of 2023.

Attachments: [Police Equity Quarterly Q4 2022 Q1 2023](#)
 [RE Pocket Questions Quarterly Report](#)
 [42.0 Traffic Stop Policy](#)

G. MATTERS BY COUNCIL MEMBERS

- H. CLOSED SESSION 143-318.11(A)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.**



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Agenda Item Abstract

File Number: 23-204

Agenda Date: 6/27/2023
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Version: 1

File Type: Agendas

Proclamation: Recreation and Parks Month



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 23-219

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Resolution in Support of UPS Teamsters

A RESOLUTION IN SUPPORT OF UPS TEAMSTERS IN THEIR CONTRACT NEGOTIATIONS AND PLEDGE TO STAND STRIKE READY IN SOLIDARITY

WHEREAS, working people in North Carolina and the United States are laboring under conditions of extreme income inequality, with many households forced to take on extra hours, shifts, and jobs while executive pay reaches record-setting levels; and

WHEREAS, the degradation of legal and policy support for organized labor has coincided with lower wages, unsafe working conditions, increasing worker mistreatment; and

WHEREAS, UPS Teamsters carry goods totaling 6% of the National GDP, fulfilling a vital role in every sector of our economy; and

WHEREAS, UPS Teamsters are currently in contract negotiations in advance of their current contract expiring on August 1 ; and

WHEREAS, UPS Teamsters are negotiating to eliminate excessive overtime and get rid of anti-worker two-tier driver classifications, combat employee harassment, and turn part-time jobs into full-time jobs; and

WHEREAS, in the wake of the COVID-19 pandemic, UPS is reporting record profits, thanks to the efforts of their many essential workers; and

WHEREAS, the right to withhold labor is a fundamental right of all workers and a vital tool for securing fair and safe working conditions; and

WHEREAS, the UPS Teamsters have authorized a strike for their union if their demands are not met in time to approve a new contract before August 1; and

WHEREAS, the last time UPS drivers went on strike in 1997, their action resulted in victory for the union within 15 days;

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council stands in solidarity with UPS Teamsters in their fight for a fair contract, and asks the residents of Carrboro to stand Strike Ready to support these professionals who contribute their vital labor to nearly every major industry. We ask that our residents make preparations to avoid crossing any potential UPS picket lines, making plans to receive packages through other carriers. We also direct town staff to research the implications of a UPS driver strike on Town business and report a plan to avoid crossing a picket line to Town Council.

This is the 27th day of June, 2023.



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NC 27510

Agenda Item Abstract

File Number: 23-218

Agenda Date: 6/27/2023

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Version: 1

Approval of October 18, 2022 Meeting Minutes



Agenda Item Abstract

File Number: 23-198

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Request to Authorize Town Manager to Extend Contract with Wetherill Engineering for Preliminary Engineering Services for the Jones Creek Greenway.

PURPOSE: [The purpose of this agenda item is to authorize the Town Manager to extend the contract with Wetherill Engineering to complete the bid documents and participate in the bid process for the Jones Creek Greenway.]

DEPARTMENT: Planning and Finance Departments

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>>; Arche McAdoo, Finance Director, 919-918-7300, amcadoo@carrboronc.gov <<mailto:amcadoo@carrboronc.gov>>]

COUNCIL DIRECTION:

☐ Race/Equity ☒ Climate ☒ Comprehensive Plan ☒ Other

[Completion of the Jones Creek Greenway, a transportation infrastructure project identified in the Comprehensive Plan and Bike Plan will provide an off-road bike/pedestrian facility to allow children to walk, bike and roll to Morris Grove Elementary School, with their families, thereby advancing the Town's goals toward climate action.]

INFORMATION: [On June 27, 2017, the Board of Aldermen awarded a contract to Wetherill Engineering for preliminary design services for the Jones Creek Greenway, an approximately 70-foot bridge and paved greenway trail between Lake Hogan Farm Road and the County's Twin Creeks Greenway. Design is more than 90-percent complete. The Categorical Exclusion document, which evaluates a project for potential environmental impacts has been approved by the Federal Highway Administration, and staff is working with the Town Attorney to finish the necessary easements. Challenges associated with NCDOT's funding issues which put transportation projects on hold, COVID-19, followed by the retirement of NCDOT's Division 7 lead project manager have led to some unanticipated delays in certain aspects of the project, and additional time is needed to complete the bid documents (construction plans, specification manual, and associated permits). A contract extension is required for Wetherill Engineering to complete the work.

The Town submitted a NCDOT State Transportation Improvement Program (STIP) amendment request to add local discretionary funds to the project last summer to increase the budget to match the Engineer's Estimate. Staff is working with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) and NCDOT to confirm that the additional funding has been added to the project budget, and anticipates bringing a capital project ordinance amendment at a future meeting, prior to advertising the project for bid.]

FISCAL IMPACT: The amendment is necessary to extend the contract period to align with the current project timeline. No additional costs are anticipated at this time.

RECOMMENDATION: The Town Manager recommends that the Town Council consider the resolution (*Attachment A*) authorizing the Town Manager to execute a contract extension for Wetherill Engineer.

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXTEND THE CONTRACT WITH
WETHERILL ENGINEERING FOR PRELIMINARY ENGINEERING SERVICES TO CONSTRUCT
THE JONES CREEK GREENWAY (TIP# C-5181)

WHEREAS, the Town of Carrboro executed a municipal agreement, and supplemental agreement with the North Carolina Department of Transportation to receive Congestion Mitigation and Air Quality Improvement Program (CMAQ) Funds for the design and construction of the Jones Creek Greenway, a seventy-foot bridge and paved greenway trail between Lake Hogan Farm Road and the Twin Creeks Greenway; and,

WHEREAS, on June 27, 2017 the Town entered into a contract with Wetherill Engineering to complete preliminary engineering services to design and prepare bid documents for construction; and

WHEREAS, it is necessary to extend the contract to complete the preparation of bid documents, the bid advertisement and review of the award and execution of a construction contract.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council that the Council authorizes the Town Manager to extend the contract with Wetherill Engineering to complete the preliminary design services, including the preparation of the bid documents and participation in the bid process.

This the 27th day of June 2023.

Racial Equity Pocket Questions – Jones Creek Greenway Contract Extension for Design Services

What are the racial impacts?

Bicycle and pedestrian transportation projects provide residents with improved infrastructure. For those without regular access to a car, even small improvements to a sidewalk or paved bicycle facility can significantly improve everyday life. Less confident and/or less abled users may prefer off-road facilities such as greenways or multi-use paths. BIPOC populations are more likely to face barriers to accessing reliable transportation and live in communities with limited access to bike/ped facilities for recreation. While the Jones Green Greenway will provide a direct connection for residents in the Lake Hogan Farms community to access Morris Grove Elementary School and the future Twin Creeks Park, the parking lots at Morris Grove could also serve as a trailhead, after hours and on weekends, allowing residents in the Morris Grove neighborhood and Historic Rogers Road neighborhood to enjoy the greenway and residential roads in Lake Hogan Farms. Over time, other infrastructure improvements such as Rectangular Rapid Flashing Beacons (RRFB) near the entrance to Lake Hogan Farms and Stratford Road and at Claremont North & Claremont South may facilitate bike/ped connections to the downtown area in Carrboro and Chapel Hill.

Who is or will experience burden?

The greenway is designed to connect Lake Hogan Farms Road with the Orange County greenway and on up to Morris Grove Elementary School. Residents in close proximity to the end of Lake Hogan Farms Road may experience noise and dust during the construction process. Depending on the construction timeline, an alternative plan may be needed to for students to get to school while work is underway. Additional construction fencing and signage may be needed for safety. Construction vehicles, equipment and materials should be brought in to the project by way the existing farm road from Old NC 86, limiting direct access from the residential neighborhoods.

Who is or will experience benefit?

Residents living in close proximity to the new greenway (The Legends at Lake Hogan Farms, Glen Ridge and other sections of Lake Hogan Farms) will be best positioned to take advantage of the new infrastructure. Residents with children attending Morris Grove Elementary School will have improved access to school, particularly those who may have mobility issues preventing them from making the existing off-road trek from Lake Hogan Farms Road to the Orange County portion of the Jones Creek Greenway due to topography. Over time, when the future Twin Creeks Park is developed other local residents may prefer to use the new greenway connection to access the park with its anticipated active recreation facilities.

What are the root causes of inequity?

Working individuals and families may find it difficult to attend public meetings when transportation projects are discussed. Structural racism in government decisions, particularly those relating to transportation, as well as residents' personal experiences with government, can further contribute to a reticence by historically marginalized people to speak in a public setting.

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

Greenways can benefit or harm land values and quality of life experiences for surrounding property owners and occupants. While greenways provide safe travel from vehicles, there may be other hazards associated with their use such as encounters with wildlife and interactions with other users. Overtime, local residents without access to off-road facilities may use the Morris Grove Elementary School parking lot as a trailhead to access the greenway, the residential streets in Lake Hogan Farms and the potential future connections to Homestead Road and the downtown area.



Agenda Item Abstract

File Number: 23-216

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Version: 1

Request to Approve a Resolution Authorizing the Town Manager to Execute a Municipal Agreement with NCDOT for Three Signalized Pedestrian Crossings Along NC 54.

PURPOSE: The purpose of this item is for the Town Council to consider authorizing the Town Manager to enter into a Municipal Agreement with NCDOT for the construction of signalized pedestrian crossings along NC 54 at Westbrook Drive, Abbey Lane and Kingswood Apartments.

DEPARTMENT: Planning and Finance

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>>; Arche McAdoo, Finance Director, 919-918-7439, AMcAdoo@carrboronc.gov <<mailto:AMcAdoo@carrboronc.gov>>; Nick Herman, Town Attorney, 919-929-3905, herman@broughlawfirm.com <<mailto:herman@broughlawfirm.com>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

Pedestrian activated signals were identified in the NC 54 Pedestrian and Bicycle Safety Study (2019) to improve safe access to transit stops along the NC 54 corridor.

INFORMATION: At the request of Chapel Hill Transit, the Town of Chapel Hill and the Town of Carrboro, NCDOT engaged VHB to prepare a pedestrian and bicycle safety study along NC 54 with a focus on providing safe access to transit stops. The study was completed in 2019 with a number of recommendations, including the installation of signalized pedestrian crossings at three locations with high ridership and where pedestrians frequently cross the highway to access a bus stops (Westbrook Drive, Abbey Lane and Kingswood/Laurel Ridge).

The project (TIP # BL-0044) is a collaboration between NCDOT, the Town of Chapel Hill and the Town of Carrboro. NCDOT has offered to manage the design, bid and construction of the project. Design is approaching completion, and NCDOT has prepared municipal agreements for the towns to address cost-sharing for the project. The total project cost is approximately \$1,570,500. Funding sources include state SPOT safety funds to cover design and portions of construction, federal STBGDA funds, competitive STBG funds and local match from the Town of Chapel Hill. The Town of Carrboro has been allocated Orange County Transit Funds to use for the project, which will also be used to cover the local match.

The crossings will further the bike/ped network by providing safe crossings across NC 54, connecting the neighborhoods south of NC 54 to the downtown area and eventually the apartments along the north side of NC 54 to Carrboro High School and University Lake, by way of the Morgan Creek Greenway. The signalized crossings also provide improved transit access for some of the larger apartment complexes (Carolina Apartments, Royal Park, Kingswood) that are in Qualified Census Tracts.

FISCAL IMPACT: The cost of the project is approximately \$1,570,500, with approximately \$1,410,000 for

construction. The Town of Carrboro's portion is \$150,000; Orange County Transit Funds have been allocated to cover the full \$150,000.

RECOMMENDATION: The Town Manager recommends that the Town Council consider the attached resolution (Attachment A) authorizing the Manger to execute a Municipal Agreement with NCDOT to construct the project.

RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO EXECUTE A MUNICIPAL AGREEMENT WITH NCDOT FOR THE CONSTRUCTION OF THREE SIGNALIZED PEDESTRIAN CROSSINGS ALONG NC 54 (TIP# BL-0044)

WHEREAS, Pedestrian activated signals were identified in the NC 54 Pedestrian and Bicycle Safety Study (2019) to improve safe access to transit stops along the NC 54 corridor ; and

WHEREAS, a transportation project has been programmed for funding in the STIP (TIP #BL-0044) to design and construct signals at three locations: Westbrook Drive, Abbey Lane and Kingswood/Laurel Ridge; and

WHEREAS, NCDOT has offered to manage the design, bid and construction of the project; and

WHEREAS, the Orange County Transit Plan includes \$150,000 of funding for the Town of Carrboro to be used for the installation of a HAWK or similar crossing signal along NC 54.

NOW, THEREFORE, THE CARRBORO TOWN COUNCIL, authorizes the Town Manager to enter into a municipal agreement with NCDOT, and to allocate the \$150,000 of Orange County Transit Fund to NCDOT for the construction of the pedestrian crossings (TIP #BL-0044).

This the 27th day of June 2023.

Racial Equity Pocket Questions – NC 54 Signalized Crossings

What are the racial impacts?

BIPOC populations are more likely to face barriers to accessing reliable transportation. Chapel Hill Transit operates fare free transit service throughout the Chapel Hill-Carrboro community, including the numerous multi-family housing complexes along the NC 54 corridor; but crossing NC 54 is dangerous, particularly at night. The 2019 Pedestrian and Bicycle Safety Study recommended new signalized crossings at three locations along the corridor that align with high ridership bus stops. It should be noted that the apartments along the North side of NC 54 are located within a qualified census tract (QCT); the median income is \$57,479 (more than 50% of the households in this area make less than the median income for Carrboro - \$76,599). The installation of three pedestrian activated signals at the entrances of Westbrook Drive, Abbey Lane/ Royal Park Apartments, and the Kingwoods Apartments, will significantly improve safety at those locations, where residents regularly cross NC 54 to access bus stops.

Who is or will experience burden?

Residents living in close proximity to the signals may experience noise and inconveniences during construction. Access to driveways may be restricted during certain times. Access to the existing bus shelters may be modified. Transit riders and transit drivers may have to adjust the stop location slightly to avoid the construction zone. Access to the shoulder may be impacted for motor vehicles. The total project cost is more than \$1.5 million dollars, and includes funds from state and federal sources. The Town of Carrboro has funding earmarked in the Orange County Transit Plan to cover its portion of the project, so there will be no financial burden for Town residents.

Who is or will experience benefit?

Signals will significantly improve the safety at these three locations for residents crossing NC 54 to access transit service. The project includes the construction of a center pedestrian refuge island. Users will cross one side of the street with the signal to the pedestrian refuge island and then cross the other side of the street. Abbey Lane and Westbrook Drive will connect to the future Morgan Creek Greenway providing an off-road bike/ped facility to access University Lake and Carrboro High School. Over time, the Morgan Creek Greenway system in Carrboro-Chapel Hill will become a significant off-road bike/ped facility providing residents with better access to transit stops, schools, a larger greenway system, and a real opportunity to get to destinations by foot or by bicycle, scooter or wheelchair without having to maneuver among vehicular traffic.

What are the root causes of inequity?

Working individuals and families may find it difficult to attend public meetings when transportation projects are discussed. Structural racism in government decisions, particularly those relating to transportation, as well as residents' personal experiences with government, can further contribute to a reticence by historically marginalized people to speak in a public setting.

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

The installation of signals does not eliminate the possibility of a safety hazard at the crossing point. Drivers and pedestrians will need to remain alert and wait for the signal to change before beginning to cross. It is possible at some residents, particularly children may become overly confident that all drivers will stop and run or walk into the roadway before it is safe.



Agenda Item Abstract

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Version: 1

Resolution to Authorize the Town Manager to Execute a Contract for the Fleet Alternative Fuels Feasibility Analysis

PURPOSE: The purpose of this agenda item is to request that the Town Council authorize the Town Manager to execute a contract for the Fleet Alternative Fuels Feasibility Analysis.

DEPARTMENT: Planning

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 Town's vehicle fleet represents a significant sector of direct municipal greenhouse gas emissions. The fleet study will analyze the feasibility of altering the configuration of the municipal fleet to help meet the Town's greenhouse gas emissions reduction goals. The study will include the following components: 1. Current Available Fuel Vehicle and Equipment Review; 2. Infrastructure Needs Assessment; 3. Facility Capacity Analysis; 4. Repair and Maintenance Needs Assessment; 5. Projected Greenhouse Gas Emissions Reduction Scenarios; 6. Projected Costs and Return on Investment (ROI) Scenarios; and 7. Draft Phased Fleet and Equipment Conversion Plan.

One of the strategies listed in the municipal operations section of Chapter 10 in the Comprehensive Plan is to reduce greenhouse gas emissions due to municipal fleet operations. The study will provide the Town with a draft fleet and equipment conversion plan that can be used to inform future decisions and reduce fleet emissions.

Racial Equity Pocket Questions are provided as Attachment B.

INFORMATION: On February 17, 2023, the Town received three responses to the Request for Proposals (RFP) for a Fleet Alternative Fuels Feasibility Analysis. Three firms, CST Fleet Services, Kimley-Horn and BetterFleet submitted proposals. Staff from the Planning and Public Works Departments, including Laura Janway (Environmental Sustainability Coordinator), Eric Punkay (Environmental Planner), Ben Schmadeke (Capital Projects Manager) and Dustin Cook (Fleet Maintenance Supervisor), evaluated the firms using a scoring rubric created from the evaluation criteria outlined in the RFP. BetterFleet received the highest average score from the staff review team. Betterfleet has outlined an 18-week timeframe for the study.

FISCAL IMPACT: Betterfleet proposed a cost of \$69,000 plus applicable taxes for the analysis. The Town

has allocated \$100,000 in the climate action budget for this project.

RECOMMENDATION: The Town Manager recommends that the Town Council consider the attached resolution (Attachment A) to authorize the Town Manager to execute a contract with BetterFleet for the Town Alternative Fuels Feasibility Analysis.

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE A CONTRACT
FOR THE FLEET ALTERNATIVE FUELS FEASIBILITY ANALYSIS

WHEREAS, the Town of Carrboro's Energy and Climate Protection Plan outlines a goal of reducing the Town's 2010 emissions 80% by 2030; and,

WHEREAS the Town's fleet represents a significant portion of the Town's emissions (54%); and,

WHEREAS, there is significant potential to reduce municipal emissions by transitioning the fleet to alternative fuels; and

WHEREAS, Betterfleet was chosen through a Request for Proposals (RFP) procurement process as the most qualified and responsible firm to provide the fleet alternative fuels feasibility analysis; and,

WHEREAS, the Carrboro Town Council approved an amount of \$100,000 for the fleet alternative fuels feasibility analysis on June 22, 2021; and,

WHEREAS, the Carrboro Town Council approved the \$100,000 as part of the designated fund balanced carried over into the FY22-23 Budget on June 21, 2022; and,

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council:

Authorizes the Town Manager to enter into an agreement with Betterfleet for the completion of a Fleet Alternative Fuels Analysis for \$69,000.

This the 27th day of June in 2023.

1. What are the racial impacts?

Historically marginalized communities suffer and will suffer disproportionately larger impacts due to climate disruption. The Town's fleet and landscaping equipment represent 54% of municipal emissions (emissions produced solely by the Town). Changes to the fuel used by Town's fleet and equipment have the potential to reduce municipal greenhouse gas emissions significantly, showing a commitment to reducing climate disruption and lessening the burden that historically disadvantaged groups will face as a result of greenhouse gas emissions.

However, the Town's fleet represents only a small portion of the total greenhouse gas emissions within the community (0.6%). Many vehicle-related emissions will continue even after the Town's conversion to alternative fuels. It will take time to mitigate the impacts already caused by changes to the climate, which have a disproportionate burden on marginalized communities.

Any reduction in the use of fossil fuels will have an impact on air quality, which also has a disproportionate impact on the health of marginalized communities, especially children.

2. Who is or will experience burden?

Companies not selected to perform the fleet study will not be receiving business from the Town. Staff ensured that all Town procurement procedures were followed throughout the process.

Town staff will have additional tasks added to their workload throughout the 18-week duration of the study as they will meet biweekly with the selected firm and will aid the firm in collecting information about the Town's fleet.

If the Town does follow the suggestions that will be presented in the fleet study and begin to convert the fleet from internal combustion vehicles to electric vehicles (EVs), individuals with partial hearing loss may have less advance notice of the presence of vehicles while crossing streets or walking near traffic due to the reduced noise generated by electric vehicles.

3. Who is or will experience benefit?

The study will provide the Town with a roadmap to reduce fleet-related emissions, which is one of the goals outlined in the Energy and Climate Protection Plan. The Town will benefit from the expertise of BetterFleet by receiving a plan to move forward to transition the Town fleet to alternative fuel vehicles in a strategic and financially-responsible way. Benefits could include additional budget savings through reduced maintenance costs, greenhouse gas emissions reductions, and reduced noise from EVs and electric landscaping equipment which may benefit residents who have noise sensitivity.

All residents of Carrboro, including historically marginalized and low-income communities, which suffer and will suffer greater impacts due to climate change, will benefit from improved air quality and reduced greenhouse gas emissions. The Town will also serve as a model to the community for reducing vehicle-related emissions, particularly those who live, work, or attend school near major roads or people who experience higher risk for health impacts from air pollution near roadways.

BetterFleet and its partner, AECOM, and their employees will benefit from being awarded the contract.

4. What are the root causes of inequity?

Institutional policies, both intentional and unintentional, have created inequities for Black and other marginalized communities (for example, people with disabilities and refugee populations) in employment, housing, generational wealth, and health outcomes, and can include shorter lifespan and higher susceptibility to cardiovascular and pulmonary disease caused by exposure to airborne particulates. These inequities will only be exacerbated by continued business-as-usual fossil fuel use and its associated greenhouse gas emissions and climate disruption.

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

Opportunity costs from using Town funds to conduct a fleet alternative fuels analysis and eventually transition the fleet to new vehicles could prevent funding of other programs that would directly benefit Black and other historically marginalized and low-income communities or those with disabilities.



Agenda Item Abstract

File Number: 23-199

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Authorize the Mayor to Execute a Revised Memorandum of Understanding for the Orange County Partnership to End Homelessness

PURPOSE: The purpose is to authorize the Mayor to execute a revised MOU for the Orange County Partnership to End Homelessness.

DEPARTMENT: Housing and Community Services

CONTACT INFORMATION: Anne-Marie Vanaman, Interim Director, amvanaman@carrboronc.gov

COUNCIL DIRECTION:

☒ Race/Equity ☐ Climate ☒ Comprehensive Plan ☐ Other

Race/Equity: An abbreviated racial equity assessment of the OCPEH MOU was completed using the racial equity “pocket questions.” A summary of this assessment can be found in Attachment C.

Comprehensive Plan: Chapter 3. Affordable Housing. Goal 5: Support efforts with Orange County to ensure that all homeless individuals and families have access to safe housing, appropriate services, and a path to permanent housing.

INFORMATION: The [Orange County Partnership to End Homelessness](https://www.ocpehnc.com/) was established in 2008 to coordinate funding and activities to end homelessness in Orange County. A Memorandum of Understanding (MOU) was created to outline the roles and responsibilities of the partner jurisdictions of Orange County and the Towns of Chapel Hill, Carrboro, and Hillsborough. This item proposes two changes to the existing MOU, last updated in June of 2022, when it was modified to bring the MOU in line with the existing structure and positions of the Partnership, including a Homeless Programs Manager, a Housing Access Coordinator, and a Homeless Programs Coordinator.

The Partnership to End Homelessness’ Executive Team is recommending two minor modifications to the existing MOU. The first regards the annual report that the Towns and County are to receive. The modification adds that the report will include “system-level data and OCPEH programming data.” The second modification is an additional requirement that the Towns and County work with the OCPEH Homeless Programs Manager “to incorporate Homeless Systems Gaps Analysis into County-wide housing planning and supporting data sources.” The modifications are included in the attached 2023 Draft Memorandum of Understanding (Attachment B).

It is anticipated that the Mayors, Managers, and Chair (MMC) committee will continue their discussions on addressing affordable housing and homelessness needs, and there may be further revisions to the MOU in the coming year.

FISCAL IMPACT: The MOU commits the County and municipalities to ensure funding for the Homeless

Programs Manager, Housing Access Coordinator, and Homeless Programs Coordinator positions and operating expenses. Approval of the proposed modifications to the MOU will have no anticipated fiscal impact.

RECOMMENDATION: Staff recommends Council consider authorizing the Mayor to execute a revised MOU for the Orange County Partnership to End Homelessness. A resolution is provided in Attachment A.

**A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A REVISED
MEMORANDUM OF UNDERSTANDING WITH THE
ORANGE COUNTY PARTNERSHIP TO END HOMELESSNESS**

WHEREAS, in April 2008, the Orange County Board of Commissioners, Chapel Hill Town Council, Carrboro Board of Aldermen, and Hillsborough Board of Commissioners endorsed the Orange County 10-Year Plan to End Chronic Homelessness and entered into a memorandum of understanding to fund a Partnership Coordinator position and support the Plan's implementation by the Orange County Partnership to End Homelessness; and

WHEREAS, in November 2014, the 2008 memorandum of understanding was revised to better reflect how the Orange County 10-Year Plan to End Chronic Homelessness had evolved and to more accurately describe the structure of the Partnership to End Homelessness and its role in coordinating homeless program services in the County; and

WHEREAS, in 2022, the Town Council authorized an update to the MOU to bring the MOU in line with the existing structure and positions of the Partnership, including a Homeless Programs Manager, a Housing Access Coordinator, and a Homeless Programs Coordinator.

WHEREAS, the Partnership to End Homelessness Executive Team is recommending an update to the existing Memorandum of Understanding.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Carrboro that the Council authorizes the Mayor to execute a revised Memorandum of Understanding with the Orange County Partnership to End Homelessness, as described in the June 27, 2023 meeting materials.

BE IT FURTHER RESOLVED the Town Council intends to further explore the ongoing structure for the Partnership to End Homelessness and the future approach to ending homelessness in Orange County.

This the 27th day of June, 2023

Attachment 1

**Memorandum of Understanding between Orange County and the
Towns of Chapel Hill, Carrboro, and Hillsborough:
Orange County Partnership to End Homelessness (OCPEH)**

Whereas, in April 2008, the Orange County Board of Commissioners, Chapel Hill Town Council, Carrboro Town Council, and Hillsborough Board of Commissioners endorsed the Orange County 10-Year Plan to End Chronic Homelessness and entered into a memorandum of understanding to fund and support the Plan's implementation by the Orange County Partnership to End Homelessness (OCPEH), and

Whereas, the Partnership has made significant progress in ending and preventing homelessness in Orange County over the past fourteen years, and

Whereas, the parties to this Memorandum came together and revised this Memorandum of Understanding in 2015, and

Whereas, reflecting a combination of national best practices, national funding models, and local experience, the Orange County 10-Year Plan to End Chronic Homelessness has evolved to become an ongoing program, the Orange County Plan to End Homelessness, and

Whereas, the role of the Partnership is to implement Orange County's Plan to End Homelessness and serve as the Continuum of Care for Orange County, and

Whereas, the parties to this Memorandum understand the value of this work to each jurisdiction and accordingly intend to continue to fund and support it, and

Whereas, the initial 10-Year Plan created a body called the Executive Team, now called the Leadership Team, consisting of representatives appointed from each of the above governmental partners and a cross-section of community representation, charged with providing oversight and direction to the plan, and the parties to this Memorandum intend for the Leadership Team to continue to perform this role, and

Whereas, the parties to this Memorandum intend to continue funding the Partnership's Homeless Programs Manager and Housing Access Coordinator, and provide partial funding for the Homeless Programs Coordinator, all of whom have job responsibilities outlined in a Job Description (Attachment A), and

Whereas, in order to implement the Plan, the Partnership is providing direct service programs via pass-through funding from other sources, and

Whereas, the four elected appointees continue to recommend and serve on the OCPEH Executive Team, which shall consist of the four elected appointees, to ensure that the interests of all four funding jurisdictions are consistently represented;

The parties to this Memorandum hereby clarify the roles and responsibilities of each body as it relates to funding and oversight.

A. The Executive Team will:

1. Provide ongoing supervision of the Homeless Programs Manager (HPM) through the County Manager by:
 - i. Conducting joint annual performance reviews of the HPM with the County Manager, after gathering input from the Chair of the Leadership Team and others, as appropriate;
 - ii. Approving an annual work plan for the HPM based on the goals of the Plan, subject to final approval by the County Manager;
 - iii. Meeting with and reviewing the work plan with the HPM and the County Manager quarterly;
 - iv. Participating in interviews for the hiring of the HPM;
 - v. Making recommendations to the County Manager regarding performance concerns related to the HPM.
2. Operate its program on the same fiscal year as that operated by the Towns and County.
3. Not have supervisory authority over any Town or County staff who may be assigned to provide assistance to the Leadership Team or Executive Team.
4. Meet quarterly, with staff support, to review progress under the annual work plan.

B. Towns and the County will:

1. Provide office space and supplies for the use of the Partnership staff as needed and available.
2. Provide staff assistance as needed to support the Executive Team and Leadership Team subject to Town Manager and County Manager direction.
3. Provide an annual appointment from the elected governing bodies to the Leadership/Executive Team.
4. Assist with the annual implementation efforts of the Plan.
5. Continue to support the Partnership.
6. Determine the amount of funding to be provided by each partner by utilizing a population-based formula based on the latest Census data.

Based upon the 2020 Census data, the percentage contributions, subject to each jurisdiction's approval, are as follows:

- Orange County 39.5%
- Town of Chapel Hill 39.7%
- Town of Carrboro 14.3%
- Town of Hillsborough 6.5%

7. Receive an annual report from the HPM [reflective of system-level data and OCPEH programming data](#).
8. Not be required or expected to continue funding Partnership staff should the funding not be available through any one or more of the other partners.

9. Not require or suggest the HPM perform work on goals that are not in her/his work plan for the Partnership.

- 9-10. [Work with the HPM to incorporate Homeless System Gaps Analysis into County-wide housing planning and supporting data sources](#)

- C. The Plan is understood to be a living document that the Partnership will update over time to reflect its accomplishments and the evolution of policies, evidence-based practices, and funding.
- D. This Memorandum supersedes the 2015 Memorandum of Understanding that supported the Orange County 10-Year Plan to End Chronic Homelessness. It will remain in effect for one year from the date of its adoption by all Parties. Memorandum will be renewed for up to five additional two-year terms if agreed upon by all parties. Revisions will be presented to the Executive Team for consideration no later than the final quarterly meeting of the Executive Team prior to expiration of the one year term. Any Party hereto may withdraw from the Memorandum by providing written notice to every other Party at least 6 months prior to the start of the fiscal year in which the Party wishes to withdraw.

[SIGNATURES TO FOLLOW]

Formatted: List Paragraph, No bullets or numbering

Wherefore the Parties hereto have set their hands and seals on the day and dates recorded below.

ORANGE COUNTY

Renee Price, Chair

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that she is the Clerk to the Board of Commissioners for Orange County, North Carolina and that by authority duly given and as the act of said County, the foregoing instrument was signed in its name by the Chair of said Board of Commissioners and attested by her as Clerk to said Board of Commissioners.

Witness my hand and official stamp or seal this _____ day of _____, 20____.

Notary Public_____

(Notary Seal)

My commission expires:_____

TOWN OF CHAPEL HILL

Pam Hemminger, Mayor

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that he/she is the Town Clerk for the Town of Chapel Hill, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Chapel Hill, NC and attested by her as Town Clerk for the Town of Chapel Hill, NC.

Witness my hand and official stamp or seal this _____ day of _____, 20____.

Notary Public_____

(Notary Seal)

My commission expires:_____

TOWN OF CARRBORO

Damon Seils , Mayor

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that she is the Town Clerk for the Town of Carrboro, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Carrboro, NC and attested by her as Town Clerk for the Town of Carrboro, NC.

Witness my hand and official stamp or seal this _____ day of _____, 20____.

Notary Public_____

(Notary Seal)

My commission expires:_____

TOWN OF HILLSBOROUGH

Jenn Weaver, Mayor

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that he/she is the Town Clerk for the Town of Hillsborough, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Hillsborough, NC and attested by her as Town Clerk for the Town of Hillsborough, NC.

Witness my hand and official stamp or seal this _____ day of _____, 20____.

Notary Public_____

(Notary Seal)

My commission expires:_____

Orange County Partnership to End Homelessness (OCPEH) Memorandum of Understanding (MOU) Racial Equity Tool Pocket Questions

What are the racial impacts?

People experiencing homelessness are disproportionately people of color. In 2022, Black or African-Americans comprised 55% of the total number of people in Orange County who are experiencing homelessness. However, Black or African-Americans comprise only 12% of the population in Orange County overall. By contrast, white individuals comprise 40% of the unhoused population but represent 77% of the County's population overall. By executing the MOU with OCPEH for another year, the Town will continue to support OCPEH and its mission to end homelessness (which disproportionately affects Black individuals and families) through the services and programs it provides.

Who is or will experience burden?

The members of the homeless community who are not served through the direct service programs, or who may not have equitable access to these resources, may be burdened.

OCPEH staff may experience burden via workload, costs of staffing, and the lack of critical resources such as an adequate number of income-based rental units. Non-profits that partner with OCPEH may experience additional workload and cost burdens.

By providing Census-based funding to OCPEH, the Towns and County may be burdened financially, and this support could potentially take resources from other departments and initiatives that could have benefited from those funds.

Who is or will experience benefit?

Unhoused individuals and families will benefit from Town support of OCPEH by accessing critical services and programs. Ultimately, the goal of OCPEH is to end homelessness in the county.

OCPEH will benefit from the financial support provided through the MOU. This support funds critical staff positions who carry out the provided services.

Partnering nonprofits will also benefit from the continuation of services provided to the community. The nonprofits and OCPEH often serve the same individuals or families, thus extending their reach and impact.

The Towns and County that provide funding to the OCPEH via the MOU benefit by enabling and supporting an organization that assists in helping the Towns and County address the needs of the unhoused population.

Taxpayers will experience benefit since it is less expensive to provide services and fill gaps in services than it is to continue homelessness.

What are the root causes of inequity?

The root causes of inequity are poverty (caused by intentional actions to deny wealth and equitable education and employment), as well as policies & practices such as: enslavement, government-sponsored intentional racism such as redlining; restrictive zoning ordinances; lending practices that create barriers; the illegality of rent control in NC; and white power structures' lack of willingness to address disparities.

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

Unintended consequences of the OCPEH MOU are that due to unfilled service gaps (limited funding), it may be very difficult to reduce homelessness, and certainly end it. The unhoused community that could potentially utilize resources may not do so for a number of reasons – such as mistrust, or other potential barriers to access.



Agenda Item Abstract

File Number: 23-207

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Request to Authorize the Town Manager to Accept a Safe Routes to School Non-Infrastructure Grant from the North Carolina Department of Transportation

PURPOSE: The purpose of this item is for the Town Council to consider authorizing the Town Manager to accept the award of a 2023 Safe Routes to School Non-Infrastructure Grant from the North Carolina Department of Transportation.

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>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

This agenda item is necessary for the Town to accept the award of the grant and to enter into a municipal agreement with NCDOT to receive funding. Safe Routes to School is an important national program that promotes walking, biking, and rolling to school to encourage physical activity and healthy lifestyles at a young age, activities that further the Town's efforts toward Racial Equity and Climate Action. Racial Equity Pocket Questions are completed in *Attachment B*.]

INFORMATION: On April 12, 2023, staff received notice that the Town's application for a 2023 Safe Routes to School Non-Infrastructure grant had been selected for funding. The Town has been awarded a grant of \$89,349 with no required local match.

Funds from the grant will be used to update the Town's adopted Safe Routes to School Strategic Action Plan, to include Morris Grove Elementary School and McDouggle Middle School, update demographic information and begin to conduct travel audits to inform possible walk/bike to school routes. The adopted plan may be found here: <<https://www.carrboronc.gov/741/Safe-Routes-to-School>>. Carrboro staff will continue to work with staff at Chapel Hill and the Chapel Hill Carrboro City School System (CHCS) toward a more district-wide Safe Routes to School program in the future.

The Town has not yet received a municipal agreement (MA) from NCDOT to begin the project, and anticipates that the agreement may arrive during the summer. The purpose of this agenda item is for the Council to consider authorizing the Town Manager to execute the agreement so that the process for developing and advertising a Request for Proposals (RFP) to seek consulting services may move forward.

FISCAL IMPACT: The total project budget is \$89,349 of federal funds. No local match is required.

RECOMMENDATION: The Town Manager recommends that the Town Council consider adopting the resolution provided (*Attachment A*) authorizing the Town Manager to accept the award of the 2023 Safe Routes to School Non-Infrastructure Grant, to enter into a municipal agreement with NCDOT and to begin to develop an RFP for consulting services.

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE A MUNICIPAL AGREEMENT WITH NCDOT FOR THE SAFE ROUTES TO SCHOOL NON-INFRASTRUCTURE GRANT, AND TO SELECT A PLANNING FIRM AND TO AWARD A CONTRACT FOR PLANNING SERVICES TO UPDATE THE TOWN'S SAFE ROUTES TO SCHOOL STRATEGIC ACTION PLAN

WHEREAS, the Town of Carrboro has received confirmation that it is a recipient of a State Safe Routes to School Non-Infrastructure Grant from the North Carolina Department of Transportation's Integrated Mobility Division (IMD) to update the Town's Safe Routes to School Strategic Action Plan; and

WHEREAS, the Town last underwent a Safe Routes to School Planning process in 2011; and

WHEREAS, an update to the plan would reaffirm the Town's commitment to implementing a local Safe Routes to School program for Carrboro residents; and

WHEREAS, Town staff will prepare a Request for Proposals to select the most qualified firm to deliver the project.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Council Authorizes the Town Manager to execute a municipal agreement with NCDOT for the grant and to select a planning firm and to execute a contract for planning services with the selected firm to update the Safe Routes to School Strategic Action Plan.

This is the 27th day of June in the year 2023.

Racial Equity Pocket Questions – Safe Routes to School Non-Infrastructure Grant

What are the racial impacts?

Racial disparity in education limit opportunities for students of color. Lack of representation on elected and appointed boards, particularly the local school board, and a perception of not being heard can make it difficult to feel welcome. Safe Routes to School is a national program that promotes the benefits of physical activity and healthy lifestyle choices by walking, biking or rolling to school along safe routes. Schools are encouraged to participate in activities such as walk, bike and roll to school days.

Who is or will experience burden?

It is anticipated that the Town would work with the selected consultant firm to develop an engagement component to updating the Safe Routes to School Strategic Action Plan, and work with the local schools to publicize meetings and/or other activities. It takes time to learn about Town initiatives to be able to fully participate. Shift workers and people who have limited time, transportation choices and/or young children may have difficulty learning about the Safe Routes to School Program, scheduled public meetings, and other opportunities to get involved. Language may also provide a barrier for some residents.

Who is or will experience benefit?

Students attending or planning to attend one of the four schools identified for inclusion in the updated Safe Routes to School Strategic Action Plan should experience benefit. Families who are already engaged in their local school, the PTA and/or the Town in general are most likely to be aware of the existing SRTS Plan and Implementation Committee, and may feel more comfortable getting involved in process. Biking/walking audits for safer routes to school may lessen some of the transportation barriers experienced by some community members. Families who live within walking/bike distance of one of the four local schools will likely benefit the most from the updated plan.

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, the Chapel Hill-Carrboro City School District and their child's local schools, based on personal experiences and/or examples of structural racism in education. While the Chapel Hill-Carrboro City School District is ranked as one of best school districts in the state, racial gaps in student achievement remain.

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

The updated plan may be limited in scope in that it focuses on the needs of only some of the school district, or residents in certain neighborhoods, particularly those most able to walk/bike to school based on proximity of their homes to their assigned school. With a number of local initiatives underway, residents may begin to experience fatigue from Town engagement efforts.



Agenda Item Abstract

File Number: 23-193

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Request to set a public hearing on Land Use Ordinance Amendments modifying residential parking requirements.

PURPOSE: The purpose of this agenda item is to provide the Town Council with a draft ordinance to implement Carrboro Connects Transportation & Mobility Strategy 4.2 Reduce negative effects of parking requirements on housing costs and natural resources. A resolution that would, if adopted, set a legislative public hearing for October 24, 2023, is provided for the Council's use.

DEPARTMENT: Planning

CONTACT INFORMATION: Trish McGuire, Planning Director, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>, 919-918-7327; Christina Moon, Planning Administrator, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>, 919-918-7325.

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☐ Other

Carrboro Connects, Town of Carrboro Comprehensive Plan 2022-2042 was adopted on June 7, 2022. The plan is rooted in advancing racial equity and climate action. 175 strategies and projects are included, 35 of which were identified for prioritization in the first five years because of their ability to advance multiple community interests and objectives. Racial Equity Pocket questions related to the text amendment process are attached as *Attachment C*.

INFORMATION:

The Town Council held a worksession on this matter on May 16, 2023. The Council discussed the topic and provided feedback for staff to address in related to the Carrboro Connects strategy and in relation to preparing a draft ordinance to amend the Lane Use Ordinance. The actions specified by the Town Council are listed below, with follow-up comments provided.

1. Identify applicable areas/zoning districts based on the 5-day service map as outlined in Chapel Hill Transit Short Range Transit Plan. *The draft ordinance applies to all zoning districts other than the WR, Watershed Residential. The service map/routes "touch" all residential zoning districts. This should not be interpreted as representing service provision/availability throughout those districts.*
2. Establish a hard non-presumptive maximum. *The draft ordinance establishes maximum residential parking requirements.*
3. Plan for conducting annual assessments of the use/application of the new requirements. *Annual assessments will be planned based on the date of adoption of updated parking requirements.*
4. Make changes to residential parking requirements only. *The draft ordinance applies to most residential uses.*
5. Explore an on-street parking study to determine where/how on-street parking is feasible. *Staff have begun exploring the approach to an on-street parking study.*
6. Compare covered bike parking standards to City of Raleigh. *Staff have reviewed the City of Raleigh requirements for long-term covered bike parking. Initial assessment is that the Town's requirement for 50 percent covered bike parking generally exceeds that of the City of Raleigh. Staff will examine further to confirm the similarities and*

differences between the requirements of both communities.

A draft ordinance that responds to items 1, 2, and 4 has been prepared and is included as *Attachment B*. Revisions to the text are shown in **red** and are also **underlined**. Staff anticipates continued work on the draft ordinance in general and will update the Council if any changes in substance are identified before the item advances to advisory board review in mid-September and the public hearing in October.

Staff is preparing for several community engagement actions beginning in early July and continuing through early October.

Anticipated Schedule

- June 27, 2023 - Request to set Public Hearing on Land Use Ordinance amendments.
- Summer 2023 - Community Engagement
- Fall 2023 - Advisory Board Review, Public Hearing

The draft ordinance must be referred to Orange County and the Planning Board for review. A resolution that makes these referrals and refers the item to the Transportation Advisory Board is provided as *Attachment A*. **FISCAL IMPACT:** Significant staff time is required for project planning, analysis, public engagement, drafting changes, public notice, and advisory board review.

RECOMMENDATION: The Town Manager recommends that the Town Council consider setting a public hearing on the draft ordinance and referring the ordinance for Orange County, advisory board and community review. A draft resolution for this purpose is provided as *Attachment A*.

A RESOLUTION SETTING A PUBLIC HEARING ON AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE MODIFYING RESIDENTIAL PARKING REQUIREMENTS

WHEREAS, the Carrboro Town Council seeks to provide ample opportunities for the public to comment on proposed amendments to the Land Use Ordinance.

NOW, THEREFORE BE IT RESOLVED that the Town Council sets a public hearing on October 24, 2023, to consider adopting “An Ordinance Amending the Carrboro Land Use Ordinance Modifying Residential Parking Requirements.”

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

BE IT FURTHER RESOLVED that the draft ordinance is also referred to the following Town of Carrboro advisory boards and commissions.

☐

Appearance Commission

☐

Recreation and Parks Commission

☒

Transportation Advisory Board

☐

Northern Transition Area Advisory Committee

☐

Environmental Advisory Board

☐

Affordable Housing Advisory Commission

☐

Economic Sustainability Commission

☐

This is the 27th day of June in the year 2023.

AN ORDINANCE AMENDING THE LAND USE ORDINANCE TO MODIFY
RESIDENTIAL PARKING REQUIREMENTS

****DRAFT 6-15-2023****

THE CARRBORO TOWN COUNCIL HEREBY ORDAINS:

Section 1. Section 15-291 (Number of Parking Spaces Required) of the Carrboro Land Use ordinance is amended by revising subdivision (b) to read as follows:

(b) The presumptions established by this article are that: (i) a development must comply with the parking standards set forth in subsection (g) to satisfy the requirement stated in subsection (a), and (ii) any development that does meet these standards is in compliance. However, the Table of Parking Standards is only intended to establish a presumption and should be flexibly administered, as provided in Section 15-292, for uses other than residential use classifications 1.100, 1.200, 1.300, 1.340, 1.350.

Section 2. Section 15-291 (Number of Parking Spaces Required) is amended by revising subdivision (g) to read as follows:

USE	<p style="text-align: center;"><u>PART I.</u></p> <p style="text-align: center;"><u>PARKING REQUIREMENT (EXCEPT AS NOTED IN PART II OF THIS TABLE)</u></p>
1.100	<p><u>For all zoning districts other than the WR, no minimum. A maximum of 2 spaces per dwelling unit plus one space per room rented out in each dwelling unit (see Accessory Uses, Section 15-150). These required spaces shall be in addition to a Any space provided within an enclosed or partially enclosed garage <u>shall not be counted towards the maximum.</u> (AMENDED 2/24/84; 8/27/96)</u></p>
1.200	<p><u>No minimum. A maximum of 2 spaces for each dwelling unit, except that one bedroom units require only one space.</u></p>
1.300	<p><u>No minimum. Maximum parking may be provided per the following:</u> with respect to multi-family units located in buildings where each dwelling unit has an entrance and living space on the ground floor, the requirement shall be 1½ spaces for each one bedroom unit and 2 spaces for each unit with two or more bedrooms. Multi-family units limited to persons of low- or moderate-income or the elderly require only 1 space per unit. All other multi-family units require 1 space for each bedroom in each unit plus 1 additional space for every four units in the development. (AMENDED 5/10/83)</p>
1.340	<p><u>No minimum. A maximum of 1 space per every four dwelling units.</u> (AMENDED 1/11/00)</p>
1.350	<p><u>No minimum. A maximum of 2 spaces for each dwelling unit, except that one bedroom units require only one space.</u> (AMENDED 10/22/19)</p>
1.410	<p>1 space for each bedroom.</p>

<u>USE</u>	<u>PART I.</u> <u>PARKING REQUIREMENT (EXCEPT AS NOTED IN PART II OF THIS TABLE)</u>
1.420	
1.430	1 space for each room to be rented.
1.510	1 space per room plus additional spaces for restaurant or other facilities. (AMENDED 11/28/06)
1.610	3 spaces for every five beds except for uses exclusively servicing children under 16, in which case 1 space for every 3 beds shall be required.
1.620	
1.630	
1.900	4 spaces for offices of physicians or dentists; 2 spaces for attorneys; 1 space for all others.
1.910	4 spaces for offices of physicians or dentists; 2 spaces for attorneys; 1 space for all others, plus one space for each non-resident employee. (AMENDED 10/22/19)
2.110	1 space per 200 square feet of gross floor area.
2.120	1 space per 400 square feet of gross floor area.
2.130	
2.140	1 space per 200 square feet of gross floor area plus reservoir lane capacity equal to three spaces per window. (AMENDED 2/4/86)
2.150	1 space per 200 square feet in the portion of the building to be used for retail sales plus 1 space for every two employees on the maximum shift. (AMENDED 4/15/97)
2.210	1 space per 200 square feet of gross floor area. (AMENDED 2/4/86)
2.220	1 space per 400 square feet of gross floor area.
2.230	
2.240	1 space per 200 square feet of gross floor area plus reservoir lane capacity equal to three spaces per window. (AMENDED 10/23/18)
2.250	
2.310	1 space per 200 square feet of gross floor area.
2.320	1 space per 400 square feet of gross floor area.
2.330	1 space per 400 square feet of gross floor area.
3.110	1 space per 200 square feet of gross floor area.
3.120	1 space per 400 square feet of gross floor area.

<u>USE</u>	<u>PART I.</u> PARKING REQUIREMENT (EXCEPT AS NOTED IN PART II OF THIS TABLE)
3.130 3.131	1 space per 150 square feet of gross floor area. (AMENDED 10/23/18)
3.150	1 space per 200 square feet of ground floor area. (AMENDED 6/20/95)
3.210	1 space per 200 square feet of gross floor area.
3.220	1 space per 400 square feet of gross floor area.
3.230	1 space per 200 square feet of area within main building plus reservoir lane capacity equal to five spaces per window (10 spaces if window serves two stations).
3.250	3 spaces arranged in close proximity to this use. (AMENDED 9/01/92)
3.260	1 space for every full time employee; 1 space for every 2 part time employees; 1 space for every 3 volunteers; 1 space for every 20 seats in the portion of the building used for dining and 1 space for every 100 square feet of the building dedicated toward meeting or educational space (depending on programming needs, this requirement may apply to the kitchen and dining spaces). (AMENDED 3/22/16)
4.100 4.200	1 space for every two employees on the maximum shift except that in the B-1-G, B-2, B-3, and B-4 zones, such uses may provide 1 space per 200 square feet of gross floor area.
5.110	1.75 spaces per classroom in elementary schools 5.0 spaces per classroom in high schools.
5.120	1 space per 100 square feet of gross floor area.
5.130	1 space per 150 square feet of gross floor area.
5.200	1 space per every four seats in the portion of the church building to be used for services plus spaces for any residential use as determined in accordance with the parking requirements set forth above for residential uses, plus 1 space for every 200 square feet of gross floor area designed to be used neither for services nor residential purposes.
5.310 5.320	1 space per 300 square feet of gross floor area.
5.400	1 space per 300 square feet of gross floor area.
6.110	1 space for every 3 persons that the facilities are designed to accommodate when fully utilized (if they can be measured in such a fashion -- example tennis courts or bowling alleys) plus 1 space per 200 square feet of gross floor area used in a manner not susceptible to such calculation.

<u>USE</u>	<u>PART I.</u> <u>PARKING REQUIREMENT (EXCEPT AS NOTED IN PART II OF THIS TABLE)</u>
6.120 6.130	1 space for every four seats.
6.140	1 space for every 200 square feet of gross floor area within enclosed buildings (AMENDED 2/2/88)
6.210 6.220	1 space per 200 square feet of area within enclosed buildings, plus 1 space for every 3 persons that the outdoor facilities are designed to accommodate when used to the maximum capacity.
6.230	Miniature golf course – 1 space per 300 square feet of golf course area plus 1 space per 200 square feet of building gross floor area; Driving range -- 1 space per tee plus 1 space per 200 square feet in building gross floor area; Par Three Course -- 2 spaces per golf hole plus 1 space per 200 square feet of building gross floor area.
6.240	1 space per horse that could be kept at the stable when occupied to maximum capacity.
6.250	1 space for every three seats.
6.260	1 space per speaker outlet.
7.100	2 spaces per bed.
7.200	3 spaces for every 5 beds
7.300 7.400	1 space for every two employees on maximum shift.
8.100	1 space per 100 square feet of gross floor area. (AMENDED 2/24/87)
8.200	1 space for every four outside seats. (AMENDED 2/24/87)
8.300	1 space for each drive-in service spot. (AMENDED 2/24/87)
8.400	Reservoir lane capacity equal to five spaces per drive-in window. (AMENDED 2/24/87)
8.500	Spaces to be determined according to projected level of carry-out service. (AMENDED 2/24/87)
8.600	1 space per 200 square feet of floor area plus one space per employee engaged in delivery service. (AMENDED 2/24/87)
8.800	1 space per 100 square feet of performing arts space plus additional spaces for associated and accessory uses as indicated in this table, either Part I or Part II,

<u>USE</u>	<u>PART I.</u> <u>PARKING REQUIREMENT (EXCEPT AS NOTED IN PART II OF THIS TABLE)</u>
	whichever is less. (AMENDED 11/27/18)
9.100	1 space per 200 square feet of gross floor area plus an extra 810 square foot vehicle storage area per repair bay.
9.200	2 regular spaces per bay plus a 1,540 square foot vehicle storage area per bay. (AMENDED 2/4/86)
9.300	1 space per 200 square feet of gross floor area of building devoted primarily to gas sales operation; plus sufficient parking area to accommodate 2 vehicles per pump without interfering with other parking spaces.
9.400	2 regular spaces per bay and office plus an 810 square foot vehicle storage area per bay. (AMENDED 2/4/86, 10/20/92)
9.500	Conveyer type--1 space for every three employees on the maximum shift plus reservoir capacity equal to five times the capacity of the washing operation. Self-service type--2 spaces for drying and cleaning purposes per stall plus two reservoir spaces in front of each stall.
10.210 10.220	1 space for every two employees on the maximum shift but not less than 1 space per 5,000 square feet of area devoted to storage (whether inside or outside).
11.000	1 space per 200 square feet of gross floor area.
12.100 12.200	1 space per 200 square feet of gross floor area.
13.100 13.200 13.300 13.400	1 space per 200 square feet of gross floor area.
14.100 14.200 14.300 14.400	1 space for every 2 employees on maximum shift.
15.100 15.200	1 space per 200 square feet of gross floor area.
15.300	1 space for every 2 employees on maximum shift.

USE	<u>PART I.</u> PARKING REQUIREMENT (EXCEPT AS NOTED IN PART II OF THIS TABLE)
15.400	1 space per 100 square feet of gross floor area.
15.500	1 space per 400 square feet of gross floor area of the collection facility plus 1 space per employee or attendant. (AMENDED 6/28/83)
16.100	1 space per 200 square feet of gross floor area plus reservoir lane capacity equal to three spaces per window.
16.200	1 space per 200 square feet of gross floor area.
19.000	1 space per 1,000 square feet of lot area used for storage, display, or sales. (AMENDED 5/12/81)
20.000	1 space per 200 square feet of gross floor area.
21.000	
22.000	1 space for every employee plus 1 space per 250 square feet of floor area used for day care in addition to spaces for any residential use as determined in accordance with the parking requirements set forth above for residential uses.
23.000	1 space per 200 square feet of gross floor area. 1 space per room plus additional space for restaurant or other facilities.
34.000	
34.100	1 space per room plus additional spaces for restaurant or other facilities.
34.200	2 spaces per main dwelling unit plus 1 space per room. (AMENDED 6/22/99; 11/28/06)
	(AMENDED 2/04/97; 1/11/00; 5/18/04)

	<u>PART II. (APPLIES TO PROPERTIES LOCATED WITHIN THE B-1(C), B-1(G), AND B-2 ZONING DISTRICTS)</u>
<u>USE</u>	<u>PARKING REQUIREMENT</u>
1.100	<u>No minimum. A maximum of</u> 1 per bedroom and no more than 2
1.200	<u>No minimum. A maximum of</u> 1 per bedroom and no more than 2
1.300	<u>No minimum. A maximum of</u> 1 per bedroom and no more than 2
1.500	.75 per room (Note: This does not include parking for associated conference and/or restaurant facilities.)
2.000	1 per 300 square feet of gross floor area
3.000	1 per 400 square feet of gross floor area

Section 3. Section 15-302 (Limitation on the Total Lot Coverage Devoted to Surface Parking) is amended to read as follows:

For use classifications other than 1.100, 1.200, 1.300, 1.340, 1.350, no development approved after the effective date of this section may construct more than 110 percent of the number of parking spaces determined by the permit issuing authority to be necessary to satisfy the requirements of Section 15-291

Section 4. This ordinance shall become effective upon adoption.

Racial Equity Pocket Questions – Request to Set a Public Hearing on Land Use Ordinance Text Amendments

In accordance with North Carolina General Statutes, consideration of text amendments (G.S. 160D-601(a)) require legislative public hearings. Public hearings provide a forum for public input for community members to comments on a matter. The Town Council has broad discretion in its decision making and can engage with community members on amendments. 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 before the date of the hearing.

What are the racial impacts? Lack of representation on elected and appointed boards (advisory boards also provide comments for public hearings) can reduce participation, especially by those who don't learn about these types of processes and/or are unable to participate in meetings. Decisions might be made without considering these points of view.

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 can take 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 requires that these types of legislative decisions occur in a public form and that the community can comment before a decision is made. Beneficiaries include those who are able/available to and do participate in these ways and those who support or see no negative effects from the changes.

What are the root causes of inequity? Structural racism in government decisions, particularly those relating to land use, as well as residents' personal experiences with government, can further alienate those that may find it difficult to attend meetings—like working individuals and families—and contribute to a reticence by historically marginalized people to speak in a public setting. Disparate access to quality education, which in turn affects economic outcomes, as well as historical barriers to government for community members of color can lead to undue burden.

What might be the unintended consequences of this action or strategy? Changes to land use regulations can benefit or harm land values and quality of life experiences for surrounding residents and property owners. The public hearing process is intended to provide a way for community members to learn about a proposal and provide input in a public setting. Even with published notice and social media releases, some people may not learn of a proposed amendment to the Land Use Ordinance in time to provide input and/or feel that they understand the project and/or approval process enough to fully participate. The Planning Department is in the process of evaluating the amendment process through the REAL and identifying ways to ensure that engagement is consistent with the Inclusive Carrboro plan.



Agenda Item Abstract

File Number: 23-206

Agenda Date: 6/27/2023
In Control: Town Council
Version: 1

File Type: Agendas

Request for Town Council to Approve an Increase in the Contract for Ramey Kemp Associates for Design Services Associated with the South Greensboro Street Sidewalk Project.

PURPOSE: The purpose of this agenda item is for the Council to approve a contract increase and extension for Ramey Kemp Associates the firm preparing the bid packet for the South Greensboro Street Sidewalk project in order to provide for the additional design work associated with the water line replacement.

DEPARTMENT: Planning, Finance

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>>; Arche McAdoo, Finance Director, 919-918-7439, amcadoo@carrboronc.gov <<mailto:amcadoo@carrboronc.gov>>

COUNCIL DIRECTION:

☒ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

The South Greensboro Street Sidewalk project is included in the Comprehensive Plan. Completion will provide important pedestrian infrastructure connecting downtown Carrboro with neighborhoods to the south along Smith Level Road.

INFORMATION: At the November 16, 2021 Town Council meeting, the Council received an update on the South Greensboro Street sidewalk project and information relating to the need to replace an existing asbestos cement (AC) water line which would potentially be compromised by the stormwater system for the sidewalk. After discussions with NCDOT and OWASA to review possible options for the replacement it was determined that the existing 6-inch AC line would be replaced with a new 6-inch ductile iron pipe (DIP) as part of the sidewalk project. Ramey Kemp Associates (RKA), the engineering firm preparing the preliminary design and specification manual for the sidewalk has prepared a scope and cost estimate for the additional design work necessary for the water line replacement, and NCDOT has audited and approved the cost. There are sufficient funds in the project budget to accommodate the additional costs associated with the waterline replacement design. Staff will bring back a capital project ordinance amendment at a future meeting to document the additional federal funds added to the project by way of a State Transportation Improvement Program (STIP) amendment per the Town's request ([Town of Carrboro - File #: 21-365 \(legistar.com\)](https://carrboro.legistar.com/LegislationDetail.aspx?ID=5215171&GUID=A677EAE5-88F1-4274-BB57-72620E85B573&Options=ID|Text|&Search=south+greensboro+street+sidewalk) <<https://carrboro.legistar.com/LegislationDetail.aspx?ID=5215171&GUID=A677EAE5-88F1-4274-BB57-72620E85B573&Options=ID|Text|&Search=south+greensboro+street+sidewalk>>) and to increase the amount of funds dedicated toward design services. Staff is also working with the RKA to provide the Council with an updated project schedule.]

FISCAL IMPACT: NCDOT has approved \$122,793.79 of design costs associated with the water line replacement; the total cost for engineering services for design would increase from \$415,000 to \$537,793.70. There is sufficient funds in the project budget to cover the increase in design services.

RECOMMENDATION: The Manager recommends that the Town Council consider the resolution provided (Attachment A) increasing the contract amount for Ramey Kemp Associates from \$415,000 to \$538,793.70,

and extending the contract until December 2024.

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO INCREASE AND EXTEND THE CONTRACT WITH RAMEY KEMP & ASSOCIATES FOR PRELIMINARY ENGINEERING SERVICES TO CONSTRUCT THE SOUTH GREENSBORO STREET SIDEWALK (TIP # C-5650)

WHEREAS, the Town of Carrboro executed a municipal agreement, and supplemental agreement with the North Carolina Department of Transportation to receive federal STBG-DA, STBG, and Congestion Mitigation and Air Quality Improvement Program (CMAQ) Funds for the design and construction of the South Greensboro Street Sidewalk, an approximately 0.9-mile sidewalk from the north end of Old Pittsboro Road to Public Works Drive; and,

WHEREAS, the Town has been awarded \$512,340 of Orange County Transit funds to the project; and,

WHEREAS, on June 19, 2018, the Town entered into a contract with Ramey Kemp & Associates to complete preliminary engineering services to design and prepare bid documents for construction, and

WHEREAS, on June 7, 2022, the Town extended the contract to complete the preparation of bid documents, the bid advertisement and review of the award and execution of a construction contract; and

WHEREAS, in April 2023, NCDOT approved the scope of additional design services necessary for the replacement of a waterline necessary for the project to move forward.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council that the Council authorizes the Town Manager to increase the contract with Ramey Kemp & Associates from \$415,000 to \$537,793.70 and to extend the contract until December 2024 in order to complete the preliminary design services, including the preparation of the bid documents and participation in the bid process.

This the 27th day of June 2023.

Racial Equity Pocket Questions – Contract Amendment for Design Services for South Greensboro Street Sidewalk

What are the racial impacts?

Bicycle and pedestrian transportation projects provide residents with improved infrastructure. For those without regular access to a car, the construction of a sidewalk along South Greensboro Street will provide a significant improvement for everyday life—a safe connection along a major north-south corridor leading into downtown Carrboro. BIPOC populations are more likely to face barriers to accessing reliable transportation and live in communities with limited access to pedestrian facilities. South Greensboro Street is located along a qualified census tract (QCT); in addition, the Rocky Brook Mobile Home Park is located along the west side of South Greensboro Street and will have direct access to the future sidewalk.

Who is or will experience burden?

Drivers may experience delays accessing South Greensboro Street to get to and from the downtown area, and may occasionally need to use detours to reach their destinations. The delays may negatively impact local businesses such as restaurants serving lunch; but this inconvenience will only occur during construction. Property owners and residents living along the corridor will likewise experience noise and reduced access to their homes during construction. Landowners along the west side of the street may lose some of their road frontage to temporary or permanent easements to provide space to construct the sidewalk and/or associated stormwater features. Residents along the corridor may experience additional pedestrians walking in front of their homes. Cyclists will still need to walk their bikes up/down the hill on the sidewalk or use one of the alternative routes—Old Pittsboro Road or Purple Leaf/the Roberson Bikepath.

Who is or will experience benefit?

Once completed, the sidewalk will connect the neighborhoods along Smith Level Road to downtown Carrboro, including the future library at 203 South Greensboro Street. It will complete a significant segment of pedestrian infrastructure along a main north-south corridor in Carrboro, connecting West Carr Street to Carrboro High School. Overtime, the sidewalk will provide a connection to the Morgan Creek Greenway in Chapel Hill and Carrboro, a major off-road investment extending east-west along Morgan Creek, adding a significant segment to the bike/ped network and allowing for more multimodal transportation choices, particularly for households in the QCT, of which more than 15% have no access to a car.

What are the root causes of inequity?

Working individuals and families may find it difficult to attend public meetings when transportation projects are discussed. Structural racism in government decisions, particularly those relating to transportation and land use, as well as residents' personal experiences with government, can further contribute to a reticence by historically marginalized people to speak in a public setting. and/or may be reticent to speak in a public setting, particularly if there is a concern that personal property may be taken/condemned.

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

Transportation infrastructure projects can benefit or harm land values and quality of life experiences for surrounding property owners and occupants. As noted above, some property owners along the corridor may lose some of their frontage along the corridor and/or experience a loss of privacy from increased pedestrian traffic. Overall, however, the completion of this project should be of great benefit to Town residents and provide a much safer way to walk or roll along South Greensboro Street.



Agenda Item Abstract

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In Control: Town Council
Version: 1

File Type: Agendas

Resolution to Approve a Contract with GFL Environmental, Inc. for Disposal of Municipal Solid Waste

PURPOSE: The purpose of this agenda item is to request the Town Council approve the FY24 municipal solid waste (MSW) disposal contract with GFL Environmental, Inc.

DEPARTMENT: Public Works

CONTACT INFORMATION: Kristen Benoit, Assistant to Public Works Director; kbenoit@carrboronc.gov <<mailto:kbenoit@carrboronc.gov>>, 919-918-7428; Anita Jones-McNair, Interim Public Works Director, amcnair@carrboronc.gov <<mailto:amcnair@carrboronc.gov>>, 919-918-7381

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

Per Town Code Section 3-1 (b)(9)(i) the Town Council is required to approve contracts for purchases of goods or services that exceed \$60,000. The proposed contract with GFL Environmental, Inc. exceeds the limit.

INFORMATION: Since closure of the Orange County landfill, the Town has had to transport its MSW to another permitted facility. There are two permitted facilities within close proximity to the Town, GFL Environmental, Inc. and Waste Management, Inc. The contract for MSW disposal renews annually. Both GFL Environmental, Inc. and Waste Management, Inc. submitted quotes to the Town based on a per ton rate. See Attachment A - Summary of Quotes.

After review of the quotes received, it is recommended the Town contract with GFL Environmental, Inc. for its FY24 MSW disposal. The total annual estimated cost is \$390,450. GFL Environmental, Inc. provided this service in FY22 and FY 23. The proposed contract ends on June 30, 2024. Funding is available in the Public Works' FY24 budget.

FISCAL IMPACT: Funds for the proposed landfill fees are available in the Public Works' FY24 budget for this contract.

RECOMMENDATION: It is recommended the Town Council approve the attached resolution (Attachment B) authorizing the Town to enter into a contract with GFL Environmental, Inc. for the disposal of MSW in FY24.

FY24 Town of Carrboro Municipal Solid Waste Disposal

Summary of Quotes

Vendor	Price/Ton
GFL Environmental, Inc., 148 Stone Park Ct, Durham, NC	\$57.00
Waste Management, Inc., 10411 Globe Rd, Morrisville, NC	\$59.11

**A RESOLUTION FOR AWARDING THE CONTRACT FOR
FY24 MUNICIPAL SOLID WASTE DISPOSAL**

WHEREAS, the Town received two (2) quotes for the disposal of municipal solid waste in FY24; and,

WHEREAS, staff have identified GFL Environmental, Inc. as the lowest cost and recommend that they be awarded the contract; and

WHEREAS, GFL Environmental, Inc. provided this service in FY22 and FY 23; and

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council authorizes the Town Manager to award the contract for FY24 municipal solid waste disposal to GFL Environmental, Inc. in the amount of \$390,450.

This the 27th day of June 2023.

Attachment C

Racial Equity Pocket Question Form

1. What are the racial impacts?

Proper collection and disposal of municipal solid waste (MSW) has a significant impact on public health and quality of life. According to NC DEQ, trends show illegal dumping is rising in North Carolina “which impact human health, damage the environment, and can discourage economic development” and a study of illegal dump sites conducted by the Department of Environmental Studies at San Jose’ State University in 2017 concluded that “most illegal dumping occurred within census block groups with low median family incomes, high percentages of non-English speaking individuals, and high percentages of renters.” Providing convenient, reliable collection and proper disposal of MSW, in all communities, will improve the environmental health of the communities.

2. Who is or will this experience burden?

The following may experience burden:

- The collection and disposal of MSW is a financial and environmental burden on citizens and local governments.
- Residents may experience noise and other disturbances during the collection.
- Residents with language barriers or mobility barriers may have difficulty understanding the collection guidelines.
- Town staff may be burdened due to time involved in the collection and disposal of MSW.

3. Who is or will this experience benefit?

The MSW contract benefits community members serviced by the Town’s solid waste collection and disposal operation. Carrboro Public Works provides MSW collection services to single family dwellings, duplexes, multi-unit apartment buildings, and businesses in Carrboro. Businesses are charged a dumpster collection fee for the service. The fee charged to businesses is less than fees charged by private haulers.

4. What are the root causes of inequity?

According to report by the California Department of Public Health: “Structural racism has affected land use, housing, transportation, and other government decisions made over decades. These decisions have led to inequitable impacts and significant health disparities among lower-income, Black, Indigenous, and People of Color (BIPOC). These populations also live disproportionately in communities with environmental justice concerns, experiencing more risk and exposure to environmental pollution and toxic substances than other communities.”

These communities have not always had opportunities to meaningfully participate in shaping policies, programs, and activities that affect them. They may distrust government due to unfair treatment or past neglect. They may also face greater cultural, linguistic, or literacy barriers in accessing health information and services.”

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

MSW generated in Carrboro will be transferred to an active landfill. Landfills and incinerators are disproportionately located in low income and BIPOC communities and have negative public health impacts on these communities.



Agenda Item Abstract

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In Control: Town Council
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File Type: Agendas

Consider an Application for a Monument Located on Town Property.

PURPOSE: The purpose of this agenda item is for the Town Council to consider an application for a monument located on Town property.

DEPARTMENT: Public Works

CONTACT INFORMATION: Kristen Benoit, Assistant to Public Works Director; kbenoit@carrboronc.gov <<mailto:kbenoit@carrboronc.gov>>, 919-918-7428; Anita Jones-McNair, Interim Public Works Director, amcnair@carrboronc.gov <<mailto:amcnair@carrboronc.gov>>, 919-918-7381

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

The Town has an established policy regarding the location, planting, erecting, or construction of items such as monuments, trees, shrubs, benches, or other construction on Town-owned or leased property to commemorate or memorialize any person, place or event. Under the policy, proposals are presented to the Town Council for consideration. Racial equity pocket questions are included as Attachment B.

INFORMATION: The Town has a policy regarding applications for monuments located on Town property. The policy includes guidelines to consider when reviewing potential monuments.

The Town received an initial inquiry regarding installation of a bench last summer. Applicants were directed to the Monument policy, and they submitted a request for a memorial bench on July 22, 2022. Due to changes in the original application, such as the bench location and text to appear on the plaque, a new application form was completed with the proposed changes to avoid confusion (See Attachment A - Town Policy and Application Form for Monuments Located on Town Property - Martha Mandell). The application, submitted by Seth Elliott, Randee Haven-O'Donnell, Bethany Chaney, Julie McClintock, Friends of Bolin Creek, and others to honor Martha "Marty" Mandell requests permission to install a custom cedar plank bench, constructed by Decicco Woodshop, to be placed at Wilson Park near the entrance to trails in the Adams Tract. Examples of similar benches installed elsewhere have been provided.

As noted in Section 3 of the policy, the Town Council may refer any monument request to staff for an analysis of the guidelines established in Section 3.

In the interest of time and in consideration of the Town Council's schedule, Town staff, including Trish McGuire, Planning Director, JG Ferguson, Recreation, Parks and Cultural Resources Director, Anita Jones-McNair, Chief Race and Equity Officer/Interim Public Works Director, Dillon Dispennette, Streets and Grounds Supervisor, and Kristen Benoit, Assistant Public Works Director, met Seth Elliot at Wilson Park to discuss the proposed monument and location. A review of the proposal in relation to the guidelines in Section 4

is provided below:

- a) The general or local significance or prominence of the person, place, or event commemorated or memorialized. Marty Mandell lived and owned property in Carrboro for many years.
- b) Whether the person, place, or event commemorated or memorialized is significant, important, or relevant to the public generally, as opposed to a small group of persons.
- c) Whether the monument's proposed location will be compatible with its surroundings.

Applicants request - Location adjacent to the Wilson Park Multi-use Path, near the sign kiosk, pollinator planting area, and native bee house.

Staff comments and recommendation - Install the bench under the pine trees on the opposite side of the path. This location is more level, which is a more universally accessible platform for the bench and for an adjacent seating area for any individual using a wheelchair or other mobility device. This location would require minimal grading compared with the request. The location is wooded and provides a natural and aesthetically pleasing setting for a bench and provides a view into the Adams Tract. The location is close to the mid-point along the path from its beginning at the edge of the parking lot and its current terminus at Estes Drive.

- d) The enduring quality and character of the materials used to create the monument.

Applicants request - Cedar plank bench

Staff comments and recommendation - Install a bench similar to the current benches in Wilson Park and other Town parks. Staff inquired about the lifespan of the cedar plank bench. At this time, staff has not obtained information about the relative life span of the cedar plank bench in relation to standard benches installed otherwise. A cedar plank bench is considerably different visually and experientially from the benches used elsewhere in Wilson Park and other Town parks. Any maintenance, upkeep, or replacement of any parts would be uniquely expensive long term should any maintenance be required for any reason in the future.

- e) The cost to the town of constructing, erecting, locating, and maintaining the monument.

Staff comments and recommendations - See comment above regarding lifespan of applicant's selection of the bench. Staff has not obtained cost estimates for maintenance or replacement of this bench. The applicant has offered that the bench would be maintained by one of the applicants. It appears that this type of bench is expected to be installed directly into the ground. Staff recommends that an ADA-compliant surface and accessible route from the Wilson Park MU path be provided for this bench, as well as an additional accessible seating space adjacent to the bench. Staff also recommends that the Town maintain the bench, rather than the applicant to maintain consistency and quality. It is noted that a future Council may decide on a uniform standard for benches in Town parks and that, should Council approve this request, once this bench's useful life has been exhausted it might be replaced with some other type of bench.

Considering this, as well as other interests, the applicant could consider a shorter, more standard message and plaque that might also fit on different types of benches and in multiple formats for different reading fonts and language accessibility. Staff also recommends a standard plaque, 11.75" x 2.5", that would include In Memory of Martha "Marty" Mandell. This standard size would be consistent with other plaques.

FISCAL IMPACT: The applicants will pay the cost of the bench, installation, and plaque. Town staff recommends that the Town maintain the bench, rather than the applicant. The estimated annual cost to maintain the bench annually is nominal.

RECOMMENDATION: It is recommended Town Council approve the application for the monument consistent with the guidelines set forth in the Policy for Monuments Located on Town Property (the standard bench along with ADA - compliant surface). **.end**



OFFICIAL TOWN POLICY AND APPLICATION FORM FOR MONUMENTS LOCATED ON TOWN PROPERTY

POLICY FOR MONUMENTS LOCATED ON TOWN PROPERTY

1. Definitions

For purposes of this policy, the term "monument" shall mean any plaque, statue, structure, tree, shrub, landscaping, or other object or thing constructed, erected, planted, or otherwise located on town-owned or leased property (and intended to remain on such property on a long-term basis) to commemorate or memorialize any person, place, or event. Historical markers erected by or with the authorization of the N.C. Department of Transportation within State maintained rights-of-way are exempted from this policy.

2. Origination of Proposals for Monuments

Proposals for the erection of a monument may come to the Town Council in any of the following ways:

- a) A member of the Town Council may suggest the monument.
- b) An advisory board may make such a recommendation.
- c) Any Carrboro citizen or group of citizens may request that a monument be erected. Such requests shall be submitted in writing and shall describe the type of monument requested, the proposed location, and the justification for the monument. The town may establish an application form that must be completed.

3. Staff Review of Proposals for

The Town Council may refer any request for the erection of a monument to the staff for an analysis of the extent to which the proposed monument is consistent with the guidelines established in Section 4 of this policy.

4. Guidelines for Review of Proposals for Monuments

In deciding whether to approve a proposed monument, the Town Council shall consider the following, in addition to any other matters that the Council deems relevant:

- a) The general or local significance or prominence of the person, place, or event commemorated or memorialized.
- b) Whether the person, place, or event commemorated or memorialized is significant, important, or relevant to the public generally, as opposed to a small group of persons.

TOWN POLICY AND APPLICATION
FOR MONUMENTS LOCATED ON TOWN PROPERTY

- c) Whether the person, place, or event to be commemorated or memorialized has negatively affected the liberties, livelihoods, and/or civil or human rights of any person, intentionally or unintentionally, such that the commemorative import of the memorial or commemoration is inconsistent with the values of the Town and its citizenry.
- d) Whether the monument's proposed location will be compatible with its surroundings.
- e) The enduring quality and character of the materials used to create the monument.
- f) The cost to the town of constructing, erecting, locating, and maintaining the monument.



APPLICATION FORM FOR A MONUMENT LOCATED ON CARRBORO TOWN PROPERTY

The Carrboro Town Council has the sole authority to approve the establishment, maintenance, and production of those things which merit designation as monuments for the use, education, and view of the general public in order to remind the citizens of this community, its visitors and tourists of the rich historic, cultural and natural heritage of the Town.

In order to adopt a uniform methodology, the Town Council has adopted the attached "Policy for Monuments Located on Town Property." This application provides the format for submittal of the information required by the policy.

Name(s) of Individual(s) or Group Making Application: Seth Elliott, Randee Haven-O'Donnell, Bethany Chaney, Julie McClintock, Friends of Bolin Creek, and others.

Contact Address: Seth Elliott, 103 Pine Street, Carrboro NC. 27510

Contact Telephone: 919-969-6850

Contact Email: callithumpian@inbox.com

This is a proposal to place a monument in honor of:

 X An individual _____ A place _____ An event

Name and/or description of individual, place, or event to be memorialized:

See Attachment #1 – Remembering Martha "Marty" Mandell

Please include here any statement about his / her / its significance or contribution to the community and/or why you believe this monument should be established.

See Attachment #2 – Martha "Marty" Mandell Day Proclamation issued by Mayor Lavelle in Aug. 2021 on Martha Mandell's celebration of life.

If an individual, is this person living? No

If the individual is living, do you have the person's permission to pursue the placement of this monument? N/A

If the individual is living, please list their address and telephone number below: N/A

If the individual is deceased, do you have the permission of the immediate family? (Please list name and contact information of person(s) who gave permission as well as what their relationship to the deceased is).

No immediate family, but we have permission of closest family member, niece Laura DeRusha, 804-814-9167.

Describe the materials, size, and general nature of the proposed monument: (If a photograph, drawing, or other rendering of the proposed monument is available, that may suffice.)

The applicants are requesting a cedar plank bench. Below are three memorial benches, in Chapel Hill, that were built by the same woodworker they would like to use in Cary. The applicants are hoping to go with a similar bench and will cover the expense.



Describe the proposed location of the monument, including any special significance of this location: (A sketch showing the proposed location of the monument is helpful.) There are 2 proposed locations, both in Wilson Park. See Attachment #3.



List any text that will be included as part of the monument, if applicable:

Martha “Marty” Mandell

11/12/1927 - 8/6/2021

In loving memory of our friend who advocated tirelessly for alternative energy, organic farming, watershed protection, and arts in education. She is remembered here especially for her work in securing this twenty-seven-acre Adams Preserve for future generations. Marty was a true guardian of Carrboro.

Describe any cost that would be incurred by the Town of Carrboro in the purchase, erection, or maintenance of the proposed monument: (Beyond normal maintenance of the area where the monument will be located.)

The applicants will incur the expense of the bench and its installation.

If the monument will require maintenance but the Town is not being asked to maintain it, who will provide for the maintenance of the monument?

Maintenance of the monument bench will be provided by Seth Elliott, applicant, while living in Carrboro. Seth will reassign responsibility if he moves.

Seth Elliott
Signature of Person Submitting Application

9/11/2022 (Updated 6/13/2023)
Date

COMPLETED APPLICATIONS SHOULD BE FORWARDED TO:

TOWN CLERK’S OFFICE
CARRBORO TOWN HALL
301 WEST MAIN STREET
CARRBORO, NC 27510

Attachment C

Racial Equity Pocket Questions

1. What are the racial impacts?

Access to opportunities for BIPOC communities to engage in Town programs such as the monuments located on Town property are exacerbated by existing racial inequities. Carrboro has an opportunity to identify racial discrepancies and impacts in the Town's existing *Policy and Application Form for Monuments Located on Town Property* and revise the policy and monument guidelines to be more accessible and inclusive for all community members.

2. Who is or will this experience burden?

The following may experience burden:

- Individuals that may not have the financial means to honor an individual, a place, or an event.
- Individuals with accessibility barriers that may not have access to the monument if it doesn't meet ADA specifications.
- Individuals with language barriers as monument plaques are typically typed in English only.
- Town staff may be burdened due to time involved.

3. Who is or will this experience benefit?

The monument will benefit:

- Martha Mandell
- Monument applicants
- Park visitors that utilize the monument (bench).

4. What are the root causes of inequity?

Root causes of inequality can include "historical racial segregation, governmental policies, a stagnating minimum wage, outsourcing, globalization, changes in technology, and the waning power of labor unions." (Johnson, 2022)

Regarding the monument's location, according to a 2020 report, "Analysis of the Disparities in Nature Loss and Access to Nature", the Conservation Science Partners found that:

- Communities of color are 3 times more likely than white communities to live in nature deprived places.
- 70% percent of low-income communities across the country live in nature-deprived areas.
- More than 76% of people who live in low-income communities of color live in nature-deprived places.

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

Unintended consequences include:

- A negative perception of the monument; policy; or individual, place, or event being memorialized.
- Potential negative perception of the program due to lack of standardized guidelines.

**A RESOLUTION TO CONSIDER AND APPROVE AN
APPLICATION FOR A MONUMENT LOCATED ON TOWN PROPERTY**

WHEREAS, Carrboro Town Council received a monument application from Seth Elliott, Randee Haven-O'Donnell, Bethany Chaney, Julie McClintock, Friends of Bolin Creek, and others in honor of Martha "Marty" Mandell.

NOW, THEREFORE BE IT RESOLVED BY THE CARRBORO TOWN COUNCIL:

Section 1. The Town Council approve the application for the monument consistent with the guidelines set forth in the Policy for Monuments Located on Town Property.

Section 3. This resolution shall become effective upon adoption.

This the 27th day of June 2023.



Agenda Item Abstract

File Number: 23-220

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

TITLE:

Independent Audit Contract for Fiscal Year Ending June 30, 2023

PURPOSE: The purpose of this item is to award a contract for the Town's annual independent audit for the fiscal year ending June 30, 2023

DEPARTMENT: Finance

CONTACT INFORMATION: Arche McAdoo, Finance Director 918-7439; Langston Ramseur, Assistant Finance Director, 918-7302

INFORMATION: The Local Government Budget and Fiscal Control Act (LGBFCA) requires each local government to prepare an annual financial report on their financial position at the end of the fiscal year and financial results of operations. The LGBFCA also requires that this financial report be audited by an independent certified public accountant.

DHG has provided audit services to the Town for over ten years. Their work has been professional, timely and at reasonable costs. The audit cost proposed by FORVIS, LLP. for fiscal year ending June 30, 2023 is \$50,430 (up from \$48,600 last year). Depending upon the total expenditures of state and/or federal funds (i.e., Powell Bill Funds, federal grants, etc.), the Town may be required to have one or more single audits prepared. The cost for a single audit is \$5,000 for up to two major programs. The cost for preparation of annual financial statements is \$7,500.00. The total cost for the FY 2023 audit and financial statements is \$62,930, the price quoted in their response to the RFP.

All independent audit contracts must be approved by the staff of the LGC. Invoices from the audit firm must be approved by LGC prior to payment by the Town. The LGC approves up to 75% of the total fee prior to submission of the final audited financial statements to the LGC.

(Note: In 2022 the Town issued RFP for Audit Services for fiscal year ending 2022 through 2024 and received only one response from its current audit firm, FORVIS, LLP formerly Dixon Hughes Goodman LLP).

FISCAL & STAFF IMPACT: The total cost for FY23 audit and financial statement preparation with no more than two single audits will not exceed \$62,930. However, if more than two major programs require a single audit, the cost will need to be adjusted. Funds for the annual audit and financial statement preparation are included in the Finance Department's General Fund operating budget.

RECOMMENDATION: That the Council adopt Attachment A to: 1) award a contract to FORVIS, LLP for a total cost not to exceed \$62,930 to perform independent audit, up to two program single audits, and

annual financial statements for the fiscal year ending June 30, 2023; and 2) authorize the Mayor and Town Manager to execute the Contract to Audit Accounts (form LGC-205 or equivalent), engagement letter and/or additional items not addressed in the LGC-205. The continuation of FORVIS as independent auditor in subsequent fiscal years will be based on negotiation of scope of work and costs with approval by the Town Council and LGC.

RESOLUTION TO AWARD CONTRACT FOR INDEPENDENT AUDIT SERVICES FOR
FISCAL YEAR ENDING JUNE 30, 2023

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO THAT:

- Section 1; A contract for fiscal year ending June 30, 2023 is awarded to FORVIS, LLP for a total cost not to exceed 62,930 to perform independent audit, up to two program single audits, and annual financial statements.
- Section 2: The Mayor and Town Manager are authorized to execute the Contract to Audit Accounts (form LGC-205 or equivalent), engagement letter and/or additional items not addressed in the LGC-205.
- Section 3: Since the governing board may not obligate future governing boards, the Town Council will review and approve each annual audit contract.
- Section 4: This resolution is effective upon adoption by the Town Council.
- Section 5: Within five (5) days after adoption of this resolution the Town Clerk shall file a copy of this resolution with the Finance Officer.]

Pocket Questions for audit contract and status report on audit findings

1. What are the racial impacts? None
2. Who is or will experience burden? Town must pay for annual audit.
3. Who is or will experience benefit? The Town and its citizens will benefit by having an independent audit attesting to Town's financial condition.
4. What are the root causes of inequity? Lack of minority audit firms.
5. What might be the unintended consequences of this action or strategy? Unintended consequences occur with audit findings related to accuracy of data.



Agenda Item Abstract

File Number: 23-222

Agenda Date: 6/27/2023
In Control: Town Council
Version: 1

File Type: Agendas

Resolution to Approve a Contract with Greenscape, Inc. for Mowing along Highway NC-54 and Town Properties

PURPOSE: The purpose of this agenda item is to request the Town Council approve the contract with Greenscape, Inc. mowing services along Highway NC-54 and Town Properties.

DEPARTMENT: Public Works

CONTACT INFORMATION: Kristen Benoit, Assistant to Public Works Director; kbenoit@carrboronc.gov <<mailto:kbenoit@carrboronc.gov>>, 919-918-7428; Anita Jones-McNair, Interim Public Works Director, amcnair@carrboronc.gov <<mailto:amcnair@carrboronc.gov>>, 919-918-7381

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

Per Town Code Section 3-1 (b)(9)(i) the Town Council is required to approve contracts for purchases of goods or services that exceed \$60,000. The proposed contract with Greenscape, Inc. exceeds the limit.

INFORMATION: In August 2022, Public Works received bids to provide right-of-way mowing services along Highway NC-54 and grassy areas at Town properties. Greenscape, Inc. was the lowest cost bidder. On September 1, 2022, The Town contracted with Greenscape, Inc. to provide mowing services along Highway NC-54, and grassy areas located at the following Town properties:

- 301 W Main St. (Fire Station 1, Town Hall, and Town Commons)
- 401 Davie Rd. (Westwood Cemetery)
- 1411 Homestead Rd. (Fire Station 2)
- 306 Broad St. (Baldwin Park)
- 217 Simpson St. (Simpson Park)

The FY23 contract expires on June 30, 2023, subject to renewal for two years. The FY24 proposed contract is anticipated to begin on July 1, 2023, and end June 30, 2024. The total estimated cost of the contract is \$62,328.

The Racial Equity Pocket Questionnaire has been completed for this agenda item and can be found in Attachment A.

FISCAL IMPACT: FY24 funds are budgeted in the Street & Grounds Division for this contract.

RECOMMENDATION: It is recommended the Town Council approve the attached resolution (Attachment B) authorizing the Town to enter into a contract with Greenscape, Inc. for mowing services along Highway NC-

54 and Town Properties

Attachment A

Racial Equity Pocket Questions

1. What are the racial impacts?

Town properties including parks and other green spaces have a significant impact on quality of life, and maintenance of those green spaces is important to enjoyment of them.

Westwood Cemetery, included in this contract, is important as a place to pay respects for many people of color in Carrboro, and being well maintained is key in fulfilling that purpose. Baldwin Park is a property included in this contract that is within the racially diverse Lloyd-Broad neighborhood.

Maintaining those green spaces accessible to historically underserved demographics is a vital aspect of ensuring that that town resource is being provided equitably to Carrboro's residents.

2. Who is or will this experience burden?

The following may experience burden:

- Community members with disabilities that are unable to access the properties serviced in the contract.
- Community members may experience noise and other disturbances during mowing.
- Contractor may be burdened due to time involved in providing the mowing service.
- Town staff may be burdened due to time involved in managing the contract.

3. Who is or will this experience benefit?

The following may benefit:

- Community members who use Town properties serviced by the contract.
- Community members in the neighborhood and surrounding areas benefit from a healthier, more aesthetically pleasing environment.
- Motor vehicle users and pedestrians due to improved visibility in the right-of-way.

4. What are the root causes of inequity?

Marginalized communities have been historically excluded from involvement in Town planning and civic participation due to lack of representation among decision makers and lack of information. Structural racism in government decisions, particularly those relating to land use, as well as residents' personal experiences with government, can further alienate community members.

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

Unintended consequences of the mowing may include temporary disruptions on Town properties during mowing, noise and other disturbances from mowing may temporarily affect individuals' quality of life, or a negative perception of the operation.

**A RESOLUTION FOR AWARDING THE CONTRACT FOR FY24
RIGHT-OF-WAY MOWING OF HIGHWAY NC-54 AND TOWN PROPERTIES**

WHEREAS, In August 2022, Public Works received bids to provide right-of-way mowing services along Highway NC-54, and grassy areas at Town properties; and

WHEREAS, staff had identified Greenscape, Inc. as the lowest cost, responsive, and responsible bidder; and

WHEREAS, On September 1, 2022, The Town contracted with Greenscape, Inc. to provide right-of-way mowing services along Highway NC-54, and grassy areas at the following Town properties:

- 301 W Main St. (Fire Station 1, Town Hall, and Town Commons)
- 401 Davie Rd. (Westwood Cemetery)
- 1411 Homestead Rd. (Fire Station 2)
- 306 Broad St. (Baldwin Park)
- 217 Simpson St. (Simpson Park); and

WHEREAS, The FY23 contract expires on June 30, 2023 is subject to renewal for two years; and

WHEREAS, Town intends to continue the relationship with Greenscape, Inc. after the completion of the first-year contract.

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council authorizes the Town Manager to award the contract for FY24 mowing to Greenscape, Inc. in the amount of \$62,328.

This the 27th day of June 2023.



Agenda Item Abstract

File Number: 23-224

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Consideration of a Minor Modification Request to the Special Use Permit-A for a Level 1 rooftop solar array facility at 515 S Greensboro Street.

PURPOSE: The purpose of this agenda item is to request that the Town Council consider approving a Minor Modification request for the Special Use Permit-A at 515 S Greensboro Street. The modification would allow the property owner to construct a Level 1 rooftop solar array facility at the stated address.

DEPARTMENT: Planning

CONTACT INFORMATION: Marty Roupe, Development Review Administrator, mroupe@carrboronc.gov or 919-918-7333, or Duncan Dodson, Planner, ddodson@carrboronc.gov or 919-918-7340

COUNCIL DIRECTION:

☐ Race/Equity ☒ Climate ☒ Comprehensive Plan ☒ Other, Land Use Ordinance

Increased energy production from renewable sources such as solar is a critical component of the Town achieving its goals in the Community Climate Action Plan (2017 & 2020) and the Carrboro Connects Comprehensive Plan.

INFORMATION:

On November 10, 1992, Town Council approved a Special Use Permit A (SUP-A) to allow construction of a self-supporting antenna monopole at the commercial site in addition to the existing storage buildings. A SUP-A modification was also approved on June 25, 1996. Public Storage has now submitted an application requesting permission to construct a 2,554.3 sq ft Level 1 rooftop solar array facility. No other changes to the permit are being proposed.

Town of Carrboro Land Use Ordinance (LUO) Article II - Section 15-15 Definitions of Basic Terms.

SOLAR ARRAY FACILITY - LEVEL 1.

Level 1 roof mounted or building integrated arrays must be on a permitted structure. Level 1 ground mounted arrays may be no greater than 50% of the size of the building footprint of the primary structure. In addition, Level 1 roof mounted arrays may not be more than 10000 square feet and Level 1 ground mounted arrays must be not more than: 2000 square feet in R-10 and R-S.I.R; 3000 square feet in R-15 and R-20; and 10000 square feet in other districts. (AMENDED 6/27/17)

The proposed rooftop array is approximately 2,554 sq ft and is shown on page C1.0 of the attached plans (Attachment B).

Requirements for a Level 1 solar array facility are provided by section 15-175.11 of the Town of Carrboro's Land Use Ordinance (LUO). Accordingly, the application is being considered a Minor Modification to the

Special Use Permit-A for the property.

Town Staff have determined that the proposed array meets all of the requirements in Article XI Supplemental Use Regulations Section 15-175.11 (a). Note that Level 1 solar array facilities typically only require issuance of a zoning permit in this district, but due to a SUP-A having been issued for this site, it requires a minor modification.

FISCAL IMPACT: The applicant is paying the applicable permitting fees associated with the application. No other fiscal or staff impacts are noted.

RECOMMENDATION: The Town Manager recommends that the Town Council approve the attached resolution for the Minor Modification request (Attachment A).

The following resolution was introduced by Council Member _____ and duly seconded by Council Member _____.

A RESOLUTION APPROVING A MINOR MODIFICATION TO THE PUBLIC STORAGE SPECIAL USE PERMIT-A AT 515 S GREENSBORO STREET TO ALLOW CONSTRUCTION OF A LEVEL 1 ROOFTOP SOLAR ARRAY FACILITY

WHEREAS, on November 10, 1992 the Town Council approved a SUP-A for the building at 515 S Greensboro to construct a telecommunications monopole in addition to the existing storage facility buildings; and

WHEREAS, Town Staff has determined that the current request constitutes a Minor Modification to the Special Use Permit-A; and

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

NOW, THEREFORE BE IT RESOLVED that the Carrboro Town Council hereby approve the Minor Modification authorizing construction of a new 2,554.3 square foot rooftop solar array.

This the 27th day of June 2023

INTERACTIVE SOLAR PHOTOVOLTAIC SYSTEM
515 S GREENBORO ST
CARRBORO, NC 27510
PROJECT LOCATION: 35.90275 N 79.07057 W
AZIMUTH: 270°, TILT: 20°

A map of Carrboro, North Carolina, showing the location of 515 S Greensboro St. The map includes landmarks such as University Lake, Carrboro High School, Carrboro Middle School, and the University of North Carolina at Chapel Hill. A red pin marks the address 515 S Greensboro St, Carrboro, NC 27510, with a black arrow pointing to it from the top left.

1. CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY AND LIABILITY FOR COMPLIANCE WITH REGULATIONS PER FEDERAL, OSHA, AZ, OSHA AND LOCAL REGULATIONS PERTAINING TO WORK PRACTICES, PROTECTION OF WORKERS AND VISITORS TO THE SITE.
2. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS AT SITE PRIOR TO COMMENCING WORK.
3. WORK REQUIRED UNDER THIS CONTRACT INCLUDES ALL LABOR AND MATERIALS, EQUIPMENT ETC. NECESSARY AND REASONABLY INCIDENTAL TO COMPLETE THE PROJECT. ALL MATERIALS SHALL BE IN NEW AND UNUSED CONDITION AND OF HIGH QUALITY IN EVERY RESPECT.
4. MANUFACTURER'S MATERIAL, EQUIPMENT, ETC. SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND INSTRUCTIONS.
5. THE CONTRACTOR SHALL BECOME FAMILIAR WITH ALL UTILITY AS-BUILT PLANS AND THE LOCATIONS OF ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES, STRUCTURES, PAVEMENT OR IMPROVEMENTS.
6. ALL WORK SHALL BE INSTALLED IN CONFORMANCE WITH ALL APPLICABLE LOCAL CODES AND ORDINANCES BY EXPERIENCED WORKERS AND A LICENSED CONTRACTOR WHO SHALL OBTAIN ALL NECESSARY PERMITS AND PAY ALL REQUIRED FEES.
7. GOOD HOUSEKEEPING IS EXPECTED. TRASH SHALL BE REMOVED AS FREQUENTLY AS NEEDED TO ENSURE A TIDY AND SAFE WORK ENVIRONMENT.
8. ALL WORK SHALL BE INSTALLED IN CONFORMANCE WITH CONSTRUCTION SPECIFICATIONS.
9. ALL PV SYSTEM COMPONENTS SHALL BE LISTED BY A RECOGNIZED TESTING AGENCY.
10. PV MODULES AND ASSOCIATED EQUIPMENT AND WIRING MATERIALS SHALL BE PROTECTED FROM ANY PHYSICAL DAMAGE DURING CONSTRUCTION.

PROVIDE AND INSTALL A UTILITY INTERACTIVE ROOF MOUNTED PHOTOVOLTAIC SYSTEM CONSISTING OF THE LISTED EQUIPMENT

ITEM	QTY	MODEL
PV MODULES	40	RENESOLA JC370S-24/Abw
RAPID SHUT-DOWN	20	AP-SMART RSD-D-15
INVERTERS	1	FRONIUS SYMO 12.0-3 208 208V, 3φ
CUSTOMER MONITORING 'M-1'	1	ALSO ENERGY PL-400-CM
AC DISCONNECT 'AC-1'	1	SQUARE D (OR EQUIVALENT)
BACKFED PV BREAKER	1	SQUARE D (OR EQUIVALENT)

ITEM	QTY	MODEL
PV MODULES	90	RENESOLA JC370S-24/Abw
RAPID SHUTDOWN	45	APSMARK RSD-D-15
INVERTERS	3	SOLIS 9.0kW INVERTER Solis-1P10K-4G-US 240VAC, 1ϕ
PANELBOARD 'PV-1'	1	SQUARE D (OR EQUIVALENT)
CUSTOMER MONITORING 'M-1'	1	LOCUS ENERGY LGATE 120
AC DISCONNECT 'AC-1'	1	SQUARE D (OR EQUIVALENT)
FUSING	2	BUSSMAN FRN-R-150
LINE TAPS	3	ILSCO IPC-250-4/0

TOTAL SYSTEM SIZE	
14.800 kW _{stc} DC	
13.440 kW _{ptc} DC	
12.970 kW CEC DC	
11.995 kVA-AC max	

TOTAL SYSTEM SIZE
33.300 kW _{stc} DC
30.240 kW _{ptc} DC
29.484 kW CEC DC
27.000 kVA-AC max

ALL WORK SHALL CONFORM TO ALL PERTINENT CODES AND REGULATIONS.

CONSTRUCTION TYPE:	V
NUMBER OF STORIES:	1
EXISTING OCCUPANCY TYPE:	S
BUILDING SPRINKLERS:	YES

RISK CATEGORY: II
DESIGN WIND SPEED: 113 MPH (3-SEC GUST PER ASCE 7-16)
WIND EXPOSURE CATEGORY: C
GROUND SNOW LOAD: 15 PSF

TEMP. LOCATION:	RALEIGH DURHAM INTERNATIONAL
MAX. TEMP. (°C):	36
MIN. TEMP. (°C):	-12

Sheet Number	Sheet Title
G1.0	TITLE SHEET
G1.1	APPENDIX B FORMS (NC ONLY)
G1.2	ELECTRICAL SPECIFICATIONS, ABBREVIATIONS & SYMBOLS
C1.0	SITE PLAN
E1.0	SYSTEM A - SINGLE LINE & GROUNDING DIAGRAM
E1.1	SYSTEM B - SINGLE LINE & GROUNDING DIAGRAM
E2.0	ELECTRICAL LABELS
E2.1	MAP PLACARDS
E3.0	CONDUIT ROUTING & STRING WIRING PLAN
E4.0	EQUIPMENT DETAILS & EQUIPMENT ELEVATIONS
S1.0	ROOF ZONES AND SETBACKS
S1.1	MODULE MOUNTING & STRUCTURAL PLAN
S1.2	ATTACHMENT DETAILS

-SEE ATTACHED SUPPLEMENTAL BOOK

EXAMPLE

PV Generation System

>> Please See Attached Documents <<

Page	Description
1	Insurance Certificates
2	Structure Calculations
3	Electrical Calculations
4	Component Data Sheets

PROVIDED BY: 1st Light Energy

Plan Check # _____

1ST LIGHT ENERGY
CONTRACTOR'S STATE LIC. NO. 921371
CLASSIFICATION: B, C-10, C-46
WORKER'S COMPENSATION: NATIONAL UNION FIRE INSURANCE COMPANY
POLICY NUMBER: 022298272
EXPIRATION DATE: 06/01/2023

TOWN OF CARRBORO, NC
BUILDING DEPARTMENT
301 W MAIN ST
CARRBORO, NC 27510
PHONE 919.918.7324

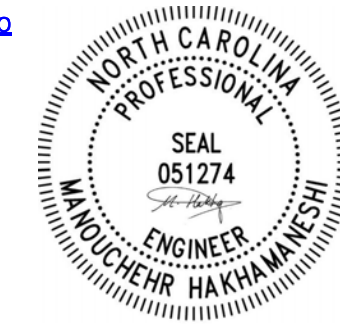
ACCOUNT MANAGER
DUKE ENERGY

CHRIS COX
1ST LIGHT ENERGY
1869 MOFFAT BLVD
MANTECA CA 95336
OFFICE 209.824.5500
EMAIL: COMMPERMIT@1STLE.COM

CAROLYN CUYA
1ST LIGHT ENERGY
1869 MOFFAT BLVD
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ENGINEERING INC.
303 N. GLENOAKS BLVD. SUITE 200
BURBANK, CA 91502
OFFICE: 747.333.5991

ENGINEERING INC.
303 N. GLENOAKS BLVD. SUITE 200
BURBANK, CA 91502
OFFICE: 747.333.5991



Exp: 12/31/2024
Date Certified and
Signed: 05/30/2023

Professional Certification. I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of North Carolina.

License No. 051274, Expiration Date: 12/31/2024

APPROVALS - FOR OFFICIAL USE ONLY



Exp. Date : 12/31/2023
Date Certified and
Signed: 05/30/2023

Professional Certification. I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of North Carolina.

License No. 055765, Expiration Date: 12/31/2023

ENGINEERING STAMP

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1889 MOFFAT BOULEVARD, MANTEGA CA 95336
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PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

TITLE SHEET

REVISIONS			
REV #	DESCRIPTION	DATE:	DESIGNER
1	INITIAL PLANSET	10/28/2022	C.C.
2	MATERIAL CHANGE	4/5/2023	C.C.

PROJECT #:	1001360
------------	---------

DESIGNED BY:	C.C.
--------------	------

CHECKED BY:	F.L.
-------------	------

DATE:	10/28/2022
-------	------------

SIZE:	D
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SCALE:	AS SHOWN
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SHEET: **G1 0**

A

B

PUBLISHED: 2023-Apr-05 11:28 AM

C

D

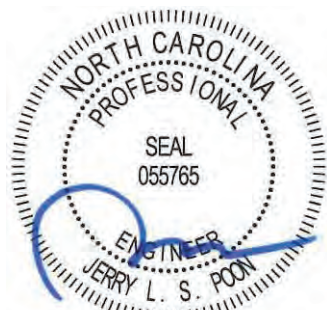
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License No. 055765, Expiration Date: 12/31/2023



Exp. Date : 12/31/2023
Date Certified and Signed: 05/30/2023

PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

PROJECT NAME

SHEET TITLE:

APPENDIX B FORMS (NC ONLY)

REVISIONS			DESIGNER
REV #	DESCRIPTION	DATE	C.C.
1	INITIAL PLANSET	10/28/2022	C.C.
2	MATERIAL CHANGE	4/5/2023	C.C.

PROJECT #:	1001360
DESIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
SIZE:	D
SCALE:	AS SHOWN
SHEET:	G1.1

2018 APPENDIX B
BUILDING CODE SUMMARY FOR ALL COMMERCIAL PROJECTS
(EXCEPT 1 AND 2-FAMILY DWELLINGS AND TOWNHOUSES)
(Reproduce the following data on the building plans sheet 1 or 2)

Name of Project: PUBLIC STORAGE #25905
Address: 515 S GREENSBORO ST, CARRBORO NC Zip Code 27510
Owner/Authorized Agent: Phone # () - E-Mail
Owned By: ☐ City/County ☒ Private ☐ State
Code Enforcement Jurisdiction: ☒ City ☐ County ☐ State

CONTACT:	FIRM	NAME	LICENSE #	TELEPHONE #	E-MAIL
DESIGNER					
Architectural					
Civil					
Electrical	1ST LIGHT ENERGY		921371	(209) 824-5500	
Fire Alarm					
Plumbing					
Mechanical					
Sprinkler-Standpipe					
Structural					
Retaining Walls >5' High					
Other					

(*Other* should include firms and individuals such as truss, precast, pre-engineered, interior designers, etc.)

2018 NC BUILDING CODE: ☐ New Building ☒ Addition ☐ Renovation
☐ 1st Time Interior Completion
☐ Shell/Core - Contact the local inspection jurisdiction for possible additional procedures and requirements
☐ Phased Construction - Shell/Core- Contact the local inspection jurisdiction for possible additional procedures and requirements

2018 NC EXISTING BUILDING CODE: EXISTING: ☐ Prescriptive ☐ Repair ☐ Chapter 14
Alteration: ☐ Level I ☐ Level II ☐ Level III
☐ Historic Property ☐ Change of Use

CONSTRUCTED: (date) CURRENT OCCUPANCY(S) (Ch. 3):
RENOVATED: (date) PROPOSED OCCUPANCY(S) (Ch. 3):

RISK CATEGORY (Table 1604.5): Current: ☐ I ☐ II ☐ III ☐ IV
Proposed: ☐ I ☒ II ☐ III ☐ IV

BASIC BUILDING DATA
Construction Type: ☐ I-A ☐ II-A ☐ III-A ☐ IV ☒ V-A
(check all that apply) ☐ I-B ☐ II-B ☐ III-B ☐ V-B
Sprinklers: ☒ No ☐ Partial ☐ Yes ☐ NFPA 13 ☐ NFPA 13R ☐ NFPA 13D
Standpipes: ☒ No ☐ Yes Class ☐ I ☐ II ☐ III ☐ Wet ☐ Dry
Fire District: ☐ No ☐ Yes Flood Hazard Area: ☐ No ☐ Yes
Special Inspections Required: No ☐ Yes (Contact the local inspection jurisdiction for additional procedures and requirements.)

2018 APPENDIX B
BUILDING CODE SUMMARY FOR ALL COMMERCIAL PROJECTS
STRUCTURAL DESIGN
(PROVIDE ON THE STRUCTURAL SHEETS IF APPLICABLE)

DESIGN LOADS:

Importance Factors: Snow (IS) _____
Seismic (IE) _____

Live Loads: Roof _____ psf
Mezzanine _____ psf
Floor _____ psf

Ground Snow Load: _____ psf

Wind Load: Ultimate Wind Speed _____ 113 mph (ASCE-7)
Exposure Category _____ C

SEISMIC DESIGN CATEGORY: ☐ A ☐ B ☐ C ☐ D

Provide the following Seismic Design Parameters:

Risk Category (Table 1604.5) ☐ I ☐ II ☐ III ☐ IV
Spectral Response Acceleration SS _____ %g S1 _____ %g

Site Classification (ASCE 7) ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F
Data Source: ☐ Field Test ☐ Presumptive ☐ Historical Data

Basic structural system ☐ Bearing Wall ☐ Dual w/Special Moment Frame
☐ Building Frame ☐ Dual w/Intermediate R/C or Special Steel
☐ Moment Frame ☐ Inverted Pendulum
☐ Simplified ☐ Equivalent Lateral Force ☐ Dynamic

Analysis Procedure: ☐ Simplified ☐ Equivalent Lateral Force ☐ Dynamic
Architectural, Mechanical, Components anchored ☐ Yes ☐ No

LATERAL DESIGN CONTROL: Earthquake ☐ Wind ☐

SOIL BEARING CAPACITIES:

Field Test (provide copy of test report) _____ psf
Presumptive Bearing capacity _____ psf
Pile size, type, and capacity _____

2018 APPENDIX B
BUILDING CODE SUMMARY FOR ALL COMMERCIAL PROJECTS
ELECTRICAL DESIGN
(PROVIDE ON THE ELECTRICAL SHEETS IF APPLICABLE)

ELECTRICAL SUMMARY

ELECTRICAL SYSTEM AND EQUIPMENT

Method of Compliance: Energy Code ☐ Performance ☒ Prescriptive
ASHRAE 90.1 ☐ Performance ☐ Prescriptive

Lighting schedule (each fixture type)

lamp type required in fixture
number of lamps in fixture
ballast type used in the fixture
number of ballasts in fixture
total wattage per fixture
total interior wattage specified vs. allowed (whole building or space by space)
total exterior wattage specified vs. allowed

Additional Efficiency Package Options
(When using the 2018 NCECC; not required for ASHRAE 90.1)

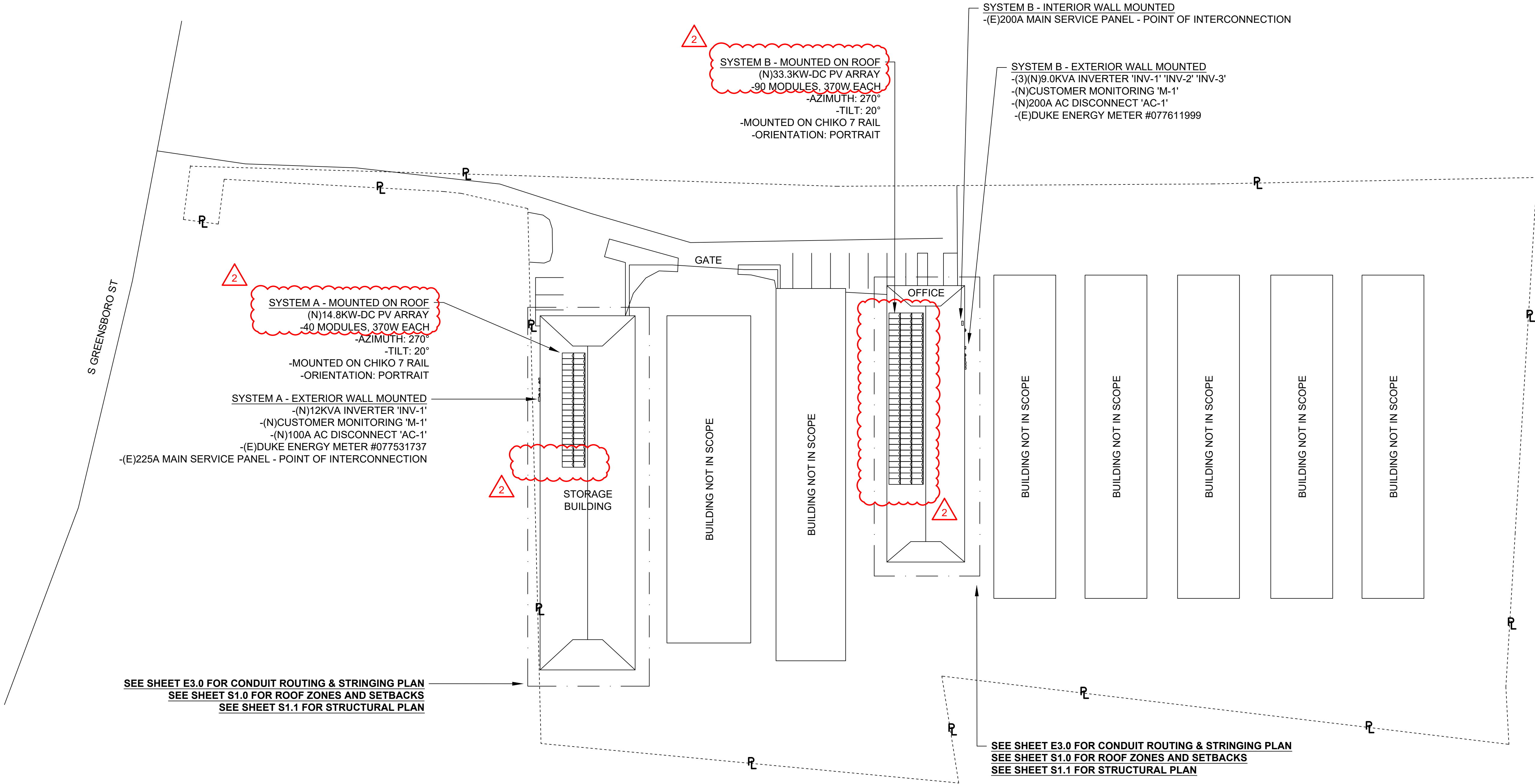
☐ C406.2 More Efficient HVAC Equipment Performance
☐ C406.3 Reduced Lighting Power Density
☐ C406.4 Enhanced Digital Lighting Controls
☐ C406.5 On-Site Renewable Energy
☐ C406.6 Dedicated Outdoor Air System
☐ C406.7 Reduced Energy Use in Service Water Heating

1st Light Energy

PUBLISHED: 2023-Apr-05 11:27 AM

D1 OVERALL SITE PLAN

SCALE: 1:400



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License No. 055765, Expiration Date: 12/31/2023



Exp. Date : 12/31/2023
Date Certified and Signed: 05/30/2023

PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

PROJECT NAME

SITE PLAN

SHEET TITLE:

REV #	DESCRIPTION	DATE	DESIGNER	C.C.
1	INITIAL PLANSET	10/28/2022		
2	MATERIAL CHANGE	4/5/2023		

PROJECT #:	1001360
DESIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
SIZE:	D
SCALE:	AS SHOWN
SHEET:	C1.0

A
B

C

D

ID	ITEM	QTY	MODEL	SPECIFICATIONS
A	PV MODULES	40	RENESOLA JC370S-24/Abw	370WSTC, 336.0WPtc, 1956X992X40MM, 1000V MAX SYSTEM VDC, 72 CELL
B	RAPID SHUTDOWN	20	APSMART RSD-D-15	25A, 120V, 1500V-DC SYSTEM, 250MM CABLE, MC4
C	INVERTERS	1	FRONIUS SYMO 12.0-3 208 208V, 3φ	12.0KVA, 208V, 3φ, 4W, CEC EFF 96.5%, W/ INTEGRATED AC & DC DISCONNECT INTEGRATED SUNSPEC PLC FOR RAPID SHUTDOWN
D	CUSTOMER MONITORING 'M-1'	1	ALSO ENERGY PL-400-CM	400A, ENERGY METER 120-480V, 3φ, W/ SOLID CORE CT'S, 4G CELL MODEM
E	AC DISCONNECT 'AC-1'	1	SQUARE D (OR EQUIVALENT)	100A, 240VAC, 3-POLE, NON-FUSIBLE, HD, NEUTRAL, NEMA3R
F	BACKFED PV BREAKER	1	SQUARE D (OR EQUIVALENT)	45A, 208VAC, 3-POLE

C1 EQUIPMENT SCHEDULE

SCALE: NTS

INV	STRING ID	KWstc	# RSD	# MODS
1	1.1.1	3.700	5	10
	1.1.2	3.700	5	10
	1.2.1	3.700	5	10
	1.2.2	3.700	5	10
	TOTAL	14.800	20	40

D1 ARRAY SCHEDULE

SCALE: NTS

INV	STRING ID	KWstc	# RSD	# MODS
1	1.1.1	3.700	5	10
	1.1.2	3.700	5	10
	1.2.1	3.700	5	10
	1.2.2	3.700	5	10
	TOTAL	14.800	20	40

TOTAL SYSTEM SIZE
14.800 kWstc DC
13.440 kWptc DC
12.970 kW CEC DC
11.995 kVA-AC max

D2 SYSTEM SIZE

SCALE: NTS

CIRCUIT	DESCRIPTION	SPECIFICATION
(1)	MODULE TO MODULE	Free-Air w/ (2) 12 AWG CU PVWire, (1) 6 AWG CU THWN2 GEC
(2)	INTER ARRAY JUMPER (IF NEEDED)	(1) 1" EMT w/ (2) 10 AWG CU PVWire, (1) 6 AWG CU THWN2 GEC
(3)	STRING(S) TO ARRAY EDGE	Free-Air w/ (2) 10 AWG CU PVWire, (1) 6 AWG CU Bare GEC
(4)	ARRAY EDGE TO INVERTER	(1) 1" EMT w/ (4) 10 AWG CU THWN2, (1) 6 AWG CU THWN2 GEC
(5)	INVERTER TO MAIN	(1) 1" EMT w/ (4) 8 AWG CU THWN2, (1) 6 AWG CU THWN2 GEC
(6)	AUXILIARY ARRAY GROUND	Free-Air w/ (1) 6 AWG CU Bare GEC
(7)	AUXILIARY ARRAY GROUND	(1) ½" EMT w/ (1) 6 AWG CU THWN2 GEC
NOTE: (#) INDICATES THE NUMBER OF CONDUITS OR CONDUCTORS IN EACH CIRCUIT		

D3 CIRCUIT SCHEDULE

SCALE: NTS

PV INTERCONNECTION METHOD	
MAIN OCPD RATING	225.0 AMPS
EXISTING MAIN BUSBAR RATING	225.0 AMPS
120% MAXIMUM BUSBAR AMPACITY ALLOWED PER NEC 705.12(B)(2)(3)(b)	270.0 AMPS
125% OF PV OUTPUT CIRCUIT CURRENT	41.6 AMPS
MAXIMUM CURRENT ON MAIN BUSBAR = (125% PV OUTPUT CURRENT + MAIN OCPD RATING)	266.6 AMPS
MAXIMUM CURRENT ON MAIN BUSBAR IS ≤ 270 AMPS AND IS ACCEPTABLE. PV OCPD MUST BE INSTALLED AT OPPOSITE END OF BUSBAR FROM MAIN OCPD	

C3 PV INTERCONNECTION METHOD

SCALE: NTS

POINT OF INTERCONNECTION (POI) NOTES

- POINT OF INTERCONNECTION MADE THROUGH "NET" GENERATION METERING THREE-PHASE C.T. METERED SERVICE ON SMALL COMMERCIAL UNDERGROUND SERVICE AS PER 'FIGURE 72B - OPTION B' DUKE ENERGY REQUIREMENTS.
- GENERATOR DISCONNECT MUST BE WITHIN SIGHT OF METER, AND MUST BE LOAD-BREAK RATED AND LOCKABLE OPEN PROVISION.
- THE SUBMISSION OF THIS DRAWING ACKNOWLEDGES THIS IS THE FINAL DESIGN AND ANY CHANGE TO THIS DIAGRAM COULD RESULT IN A MATERIAL MODIFICATION AS DEFINED BY THE STATE INTERCONNECTION STANDARDS. ANY CHANGES TO THIS DIAGRAM MUST BE SUBMITTED FOR APPROVAL TO DUKE ENERGY CAROLINAS.

ELECTRICAL PE NOTES:

- ALL ELECTRICAL EQUIPMENT AND MATERIALS SHALL BE NEW AND LABELED, LISTED, OR CERTIFIED BY A NATIONALLY RECOGNIZED ELECTRICAL TESTING LABORATORY ACCREDITED BY THE UNITED STATES OCCUPATIONAL SAFETY HEALTH ADMINISTRATION.
- ALL WORK SHALL COMPLY WITH THE STATE OF NORTH CAROLINA, AND ALL CARRBORO, APPLICABLE CODES AND REGULATIONS.
- ALL ELECTRICAL EQUIPMENT SHALL BE UL LISTED OR LISTED BY A CITY OF CARRBORO, RECOGNIZED ELECTRICAL LABORATORY OR APPROVED BY THE DEPARTMENT.
- ALL EQUIPMENT SHALL BE GROUNDED PER NATIONAL ELECTRICAL CODE.

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License No. 055765, Expiration Date: 12/31/2023

GENERAL NOTES

- REFERENCE ELECTRICAL CALCULATIONS AND DATASHEETS IN SUBMITTAL BOOK.
- REFERENCE SHEET E2.1 FOR ELECTRICAL PLACARDS.
- ALL EQUIPMENT IS NEW WORK EXCEPT WHERE NOTED (E).
- FIELD TO VERIFY ALL EQUIPMENT TERMINATIONS ARE RATED 75°C OR HIGHER.

KEY NOTES

- MINIMUM 4" DISTANCE BETWEEN CONDUIT AND ROOF SURFACE SEE DETAIL E4.0-B5
- REFERENCE DETAIL E1.0-D1 TABLE FOR ALL ARRAY CONFIGURATION INFORMATION.
- REFERENCE DETAIL E4.0-B1,B2 FOR PV MODULE TO RAPID SHUTDOWN DEVICE (RSD) WIRING.
- #12 AWG PV WIRE SHALL HAVE NO MORE THAN 6 WIRES BUNDLED IN FREE-AIR UNDER THE ARRAY.
#10 AWG PV WIRE SHALL HAVE NO MORE THAN 6 WIRES BUNDLED IN FREE-AIR UNDER THE ARRAY.
#8 AWG PV WIRE SHALL HAVE NO MORE THAN 4 WIRES BUNDLED IN FREE-AIR UNDER THE ARRAY.
- EACH ARRAY SHALL HAVE ADDITIONAL AUXILIARY ARRAY GROUNDING CONDUCTOR PER 690.47(D) AND SHALL BE PROVIDED AND BE SIZED PER 250.52 AND 250.54. OPTION TO RUN IN CONDUIT AS SHOWN OR IN SEPARATE 1/2" CONDUIT. SEE DETAIL E4.0-C3 FOR GROUND ROD DETAIL.
- SEE PAGE G1.1-D4 FOR CONDUCTOR COLOR SPECIFICATIONS.
- ALL RACEWAYS INCLUDE A WIRE TYPE EQUIPMENT GROUNDING CONDUCTOR THAT SERVES AS BOTH GEC AND EGC PER 250.121 EXCEPTION.
- ALL METALLIC RACEWAYS CONTAINING A GEC SHALL BE BONDED AT BOTH ENDS. EVERY GEC SHALL BE IRREVERSIBLY SPLICED AT EACH JOINT PER 250.64(C)(1). SEE DETAIL E4.0-A2.
- PROVIDE AND INSTALL A CONTINUOUS CONDUCTOR FROM THE RSD STRINGS TO EACH ASSIGNED COMBINER/INVERTER. SPLICES SHALL NOT BE ALLOWED, NO EXCEPTION.
- DC SYSTEM IS UNGROUNDED TYPE.
- NOT USED.
- AC DISCONNECT SHALL BE VISIBLE, LOCKABLE, AND ACCESSIBLE. NOTE: IT SHALL BE A KNIFE BLADE TYPE DISCONNECT.
- INVERTER(S) PROVIDE NEC 690.12 COMPLIANT RAPID SHUTDOWN AT RSD OUTPUT CIRCUIT (#3). RAPID SHUTDOWN OF THE ENTIRE PV GENERATION SYSTEM CAN BE PERFORMED AT DISCONNECT 'AC-1'. ALL DC CONDUCTORS ARE 'CONTROLLED' PER NEC 690.12(2) AND CAN BE OF ANY LENGTH.
- SEE TABLE E1.0-C3 FOR PV INTERCONNECTION DETAILS.
- PV INTERCONNECTION MADE PER 705.12(B)(2)(3)(b) '120% RULE'.

1ST LIGHT

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Exp. Date : 12/31/2023
Date Certified and Signed: 05/30/2023

PROJECT NAME
PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

PROJECT NAME

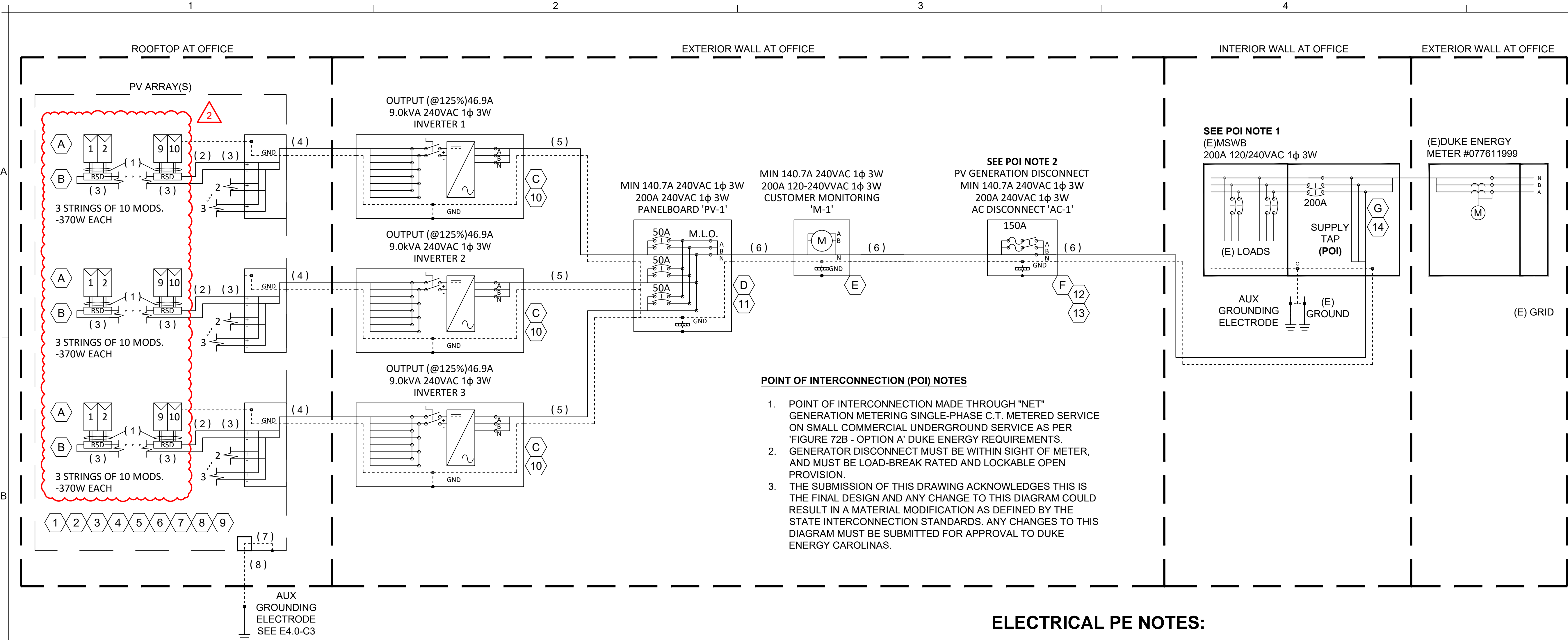
SHEET TITLE:
SYSTEM A - SINGLE LINE & GROUNDING DIAGRAM

REV #	DESCRIPTION	DATE	DESIGNER	C.C.	C.C.
1	INITIAL PLANSET	10/28/2022			
2	MATERIAL CHANGE	4/5/2023			

PROJECT #:	1001360
DESIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
SIZE:	D
SCALE:	AS SHOWN
SHEET:	E1.0

PUBLISHED: 2023-Apr-05 11:28 AM

1st Light Energy



POINT OF INTERCONNECTION (POI) NOTES

- POINT OF INTERCONNECTION MADE THROUGH "NET" GENERATION METERING SINGLE-PHASE C.T. METERED SERVICE ON SMALL COMMERCIAL UNDERGROUND SERVICE AS PER 'FIGURE 72B - OPTION A' DUKE ENERGY REQUIREMENTS.
- GENERATOR DISCONNECT MUST BE WITHIN SIGHT OF METER, AND MUST BE LOAD-BREAK RATED AND LOCKABLE OPEN PROVISION.
- THE SUBMISSION OF THIS DRAWING ACKNOWLEDGES THIS IS THE FINAL DESIGN AND ANY CHANGE TO THIS DIAGRAM COULD RESULT IN A MATERIAL MODIFICATION AS DEFINED BY THE STATE INTERCONNECTION STANDARDS. ANY CHANGES TO THIS DIAGRAM MUST BE SUBMITTED FOR APPROVAL TO DUKE ENERGY CAROLINAS.

ELECTRICAL PE NOTES:

- ALL ELECTRICAL EQUIPMENT AND MATERIALS SHALL BE NEW AND LABELED, LISTED, OR CERTIFIED BY A NATIONALLY RECOGNIZED ELECTRICAL TESTING LABORATORY ACCREDITED BY THE UNITED STATES OCCUPATIONAL SAFETY HEALTH ADMINISTRATION.
- ALL WORK SHALL COMPLY WITH THE STATE OF NORTH CAROLINA, AND ALL CARRBORO, APPLICABLE CODES AND REGULATIONS.
- ALL ELECTRICAL EQUIPMENT SHALL BE UL LISTED OR LISTED BY A CITY OF CARRBORO, RECOGNIZED ELECTRICAL LABORATORY OR APPROVED BY THE DEPARTMENT.
- ALL EQUIPMENT SHALL BE GROUNDED PER NATIONAL ELECTRICAL CODE.

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License No. 055765, Expiration Date: 12/31/2023

ID	ITEM	QTY	MODEL	SPECIFICATIONS
A	PV MODULES	90	RENESOLA JC370S-24/Abw	370WSTC, 336.0WPTC, 1956X992X40MM, 1000V MAX SYSTEM VDC, 72 CELL
B	RAPID SHUTDOWN	45	APSMART RSD-D-15	25A, 120V, 1500V-DC SYSTEM, 250MM CABLE, MLC4
C	INVERTERS	3	SOLIS 9.0kW INVERTER Solis-1P10K-4G-US	9.0KVA, 240VAC, 1φ, 3W, CEC EFF 97.5%, W/ INTEGRATED DC DISCONNECT BUILT-IN CERTIFIED SUNSPEC OR TIGO TRANSMITTER
D	PANELBOARD 'PV-1'	1	SQUARE D (OR EQUIVALENT)	200A, 240VAC, 1φ, 3W, NEMA 3R MAIN BREAKER: NONE 03 SLOTS, BREAKERS: 50A/50A/50A
E	CUSTOMER MONITORING 'M-1'	1	LOCUS ENERGY LGATE 120	200A, 120-480V, 1φ, NEMA 3R, 2S SOCKET, 4G CELL MODEM
F	AC DISCONNECT 'AC-1'	1	SQUARE D (OR EQUIVALENT)	200A, 240VAC, 2-POLE, FUSIBLE, HD, NEUTRAL, NEMA3R
G	FUSING	2	BUSSMAN FRN-R-150	150A, 240VAC, 200KAIC, TIME-DELAY FUSE
G	LINE TAPS	3	ILSCO IPC-250-4/0	260A, 600V, MAIN: 250KCMIL-12, TAP: 4/0-6

C1 EQUIPMENT SCHEDULE

SCALE: NTS

INV	STRING ID	KWstc	# RSD	# MODS
1	1.1.1	3.700	5	10
	1.2.1	3.700	5	10
	1.3.1	3.700	5	10
2	2.1.1	3.700	5	10
	2.2.1	3.700	5	10
	2.3.1	3.700	5	10
3	3.1.1	3.700	5	10
	3.2.1	3.700	5	10
	3.3.1	3.700	5	10
TOTAL		33.300	45	90

D1 ARRAY SCHEDULE

SCALE: NTS

TOTAL SYSTEM SIZE
33.300 kWstc DC
30.240 kWptc DC
29.484 kW CEC DC
27.000 kVA-AC max

D2 SYSTEM SIZE

SCALE: NTS

CIRCUIT	DESCRIPTION	SPECIFICATION
(1)	MODULE TO MODULE	Free-Air w/ (2) 12 AWG CU PVWire, (1) 6 AWG CU THWN2 GEC
(2)	INTER ARRAY JUMPER (IF NEEDED)	(1) 1" EMT w/ (2) 10 AWG CU PVWire, (1) 6 AWG CU THWN2 GEC
(3)	STRING(S) TO ARRAY EDGE	Free-Air w/ (2) 10 AWG CU PVWire, (1) 6 AWG CU Bare GEC
(4)	ARRAY EDGE TO INVERTER	(1) 1" EMT w/ (6) 10 AWG CU THWN2, (1) 6 AWG CU THWN2 GEC
(5)	INVERTER TO PANELBOARD PV-1	(1) 1" EMT w/ (3) 6 AWG CU THWN2, (1) 6 AWG CU THWN2 GEC
(6)	PANELBOARD PV-1 TO MAIN 1	(1) 2" EMT w/ (3) 2/0 AWG CU THWN2, (1) 4 AWG CU THWN2 GEC
(7)	AUXILIARY ARRAY GROUND	Free-Air w/ (1) 6 AWG CU Bare GEC
(8)	AUXILIARY ARRAY GROUND	(1) ½" EMT w/ (1) 6 AWG CU THWN2 GEC
NOTE: (#) INDICATES THE NUMBER OF CONDUITS OR CONDUCTORS IN EACH CIRCUIT		

D3 CIRCUIT SCHEDULE

SCALE: NTS

GENERAL NOTES

- REFERENCE ELECTRICAL CALCULATIONS AND DATASHEETS IN SUBMITTAL BOOK.
- REFERENCE SHEET E2.1 FOR ELECTRICAL PLACARDS.
- ALL EQUIPMENT IS NEW WORK EXCEPT WHERE NOTED (E).
- FIELD TO VERIFY ALL EQUIPMENT TERMINATIONS ARE RATED 75°C OR HIGHER.

KEY NOTES

- MINIMUM 4" DISTANCE BETWEEN CONDUIT AND ROOF SURFACE SEE DETAIL E4.0-B5
- REFERENCE DETAIL E1.0-D1 TABLE FOR ALL ARRAY CONFIGURATION INFORMATION.
- REFERENCE DETAIL E4.0-B1,B2 FOR PV MODULE TO RAPID SHUTDOWN DEVICE (RSD) WIRING.
- #12 AWG PV WIRE SHALL HAVE NO MORE THAN 6 WIRES BUNDLED IN FREE-AIR UNDER THE ARRAY. #10 AWG PV WIRE SHALL HAVE NO MORE THAN 6 WIRES BUNDLED IN FREE-AIR UNDER THE ARRAY. #8 AWG PV WIRE SHALL HAVE NO MORE THAN 4 WIRES BUNDLED IN FREE-AIR UNDER THE ARRAY.
- EACH ARRAY SHALL HAVE ADDITIONAL AUXILIARY ARRAY GROUNDING CONDUCTOR PER 690.47(D) AND SHALL BE PROVIDED AND BE SIZED PER 250.52 AND 250.54. OPTION TO RUN IN CONDUIT AS SHOWN OR IN SEPARATE 1/2" CONDUIT. SEE DETAIL E4.0-C3 FOR GROUND ROD DETAIL.
- SEE PAGE G1.1-D4 FOR CONDUCTOR COLOR SPECIFICATIONS.
- ALL RACEWAYS INCLUDE A WIRE TYPE EQUIPMENT GROUNDING CONDUCTOR THAT SERVES AS BOTH GEC AND EGC PER 250.121 EXCEPTION.
- ALL METALLIC RACEWAYS CONTAINING A GEC SHALL BE BONDED AT BOTH ENDS. EVERY GEC SHALL BE IRREVERSIBLY SPLICED AT EACH JOINT PER 250.64(C)(1). SEE DETAIL E4.0-A2.
- PROVIDE AND INSTALL A CONTINUOUS CONDUCTOR FROM THE RSD STRINGS TO EACH ASSIGNED COMBINER/INVERTER. SPLICES SHALL NOT BE ALLOWED, NO EXCEPTION.
- DC SYSTEM IS UNGROUNDED TYPE.
- PV-1 LOAD CENTER CONFORMS TO 705.12(B)(2)(3)(C) THE SUM OF ALL BREAKERS<= AMPACITY OF BUS BAR.
- AC DISCONNECT SHALL BE VISIBLE, LOCKABLE, AND ACCESSIBLE. NOTE: IT SHALL BE A KNIFE BLADE TYPE DISCONNECT.
- INVERTER(S) PROVIDE NEC 690.12 COMPLIANT RAPID SHUTDOWN AT RSD OUTPUT CIRCUIT (#3). RAPID SHUTDOWN OF THE ENTIRE PV GENERATION SYSTEM CAN BE PERFORMED AT DISCONNECT 'AC-1'. ALL DC CONDUCTORS ARE 'CONTROLLED' PER NEC 690.12(2) AND CAN BE OF ANY LENGTH.
- PV INTERCONNECTION MADE PER 705.12(A) ' SUPPLY SIDE'

1ST LIGHT

1909 MOFFAT BOULEVARD, MANTENCA CA 95306
P: 209.824.5500 F: 209.824.5575
WWW.1STLIGHTENERGY.COM



Exp. Date : 12/31/2023
Date Certified and Signed: 05/30/2023

PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

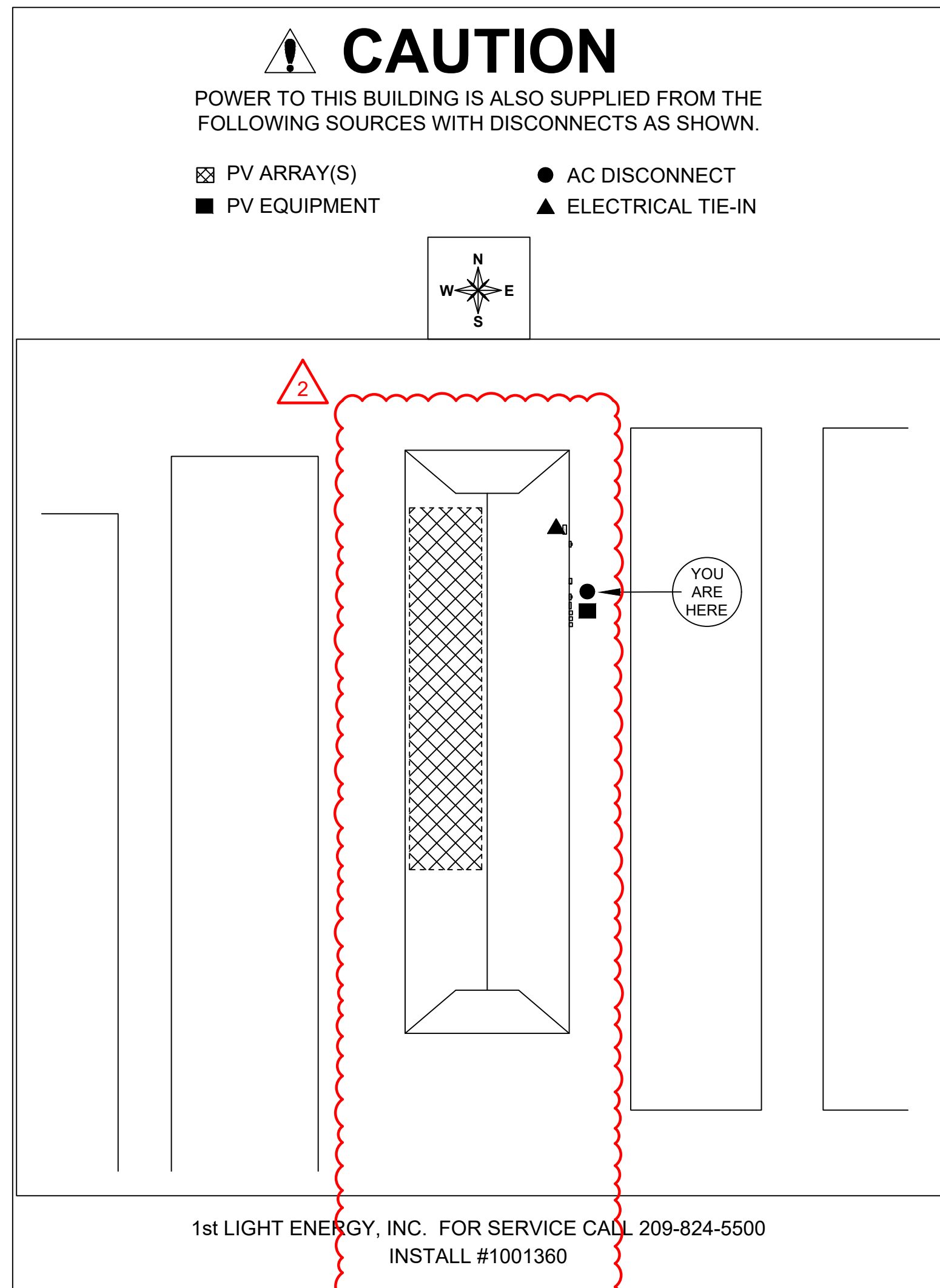
PROJECT NAME

SYSTEM B - SINGLE LINE &
GROUNDING DIAGRAM

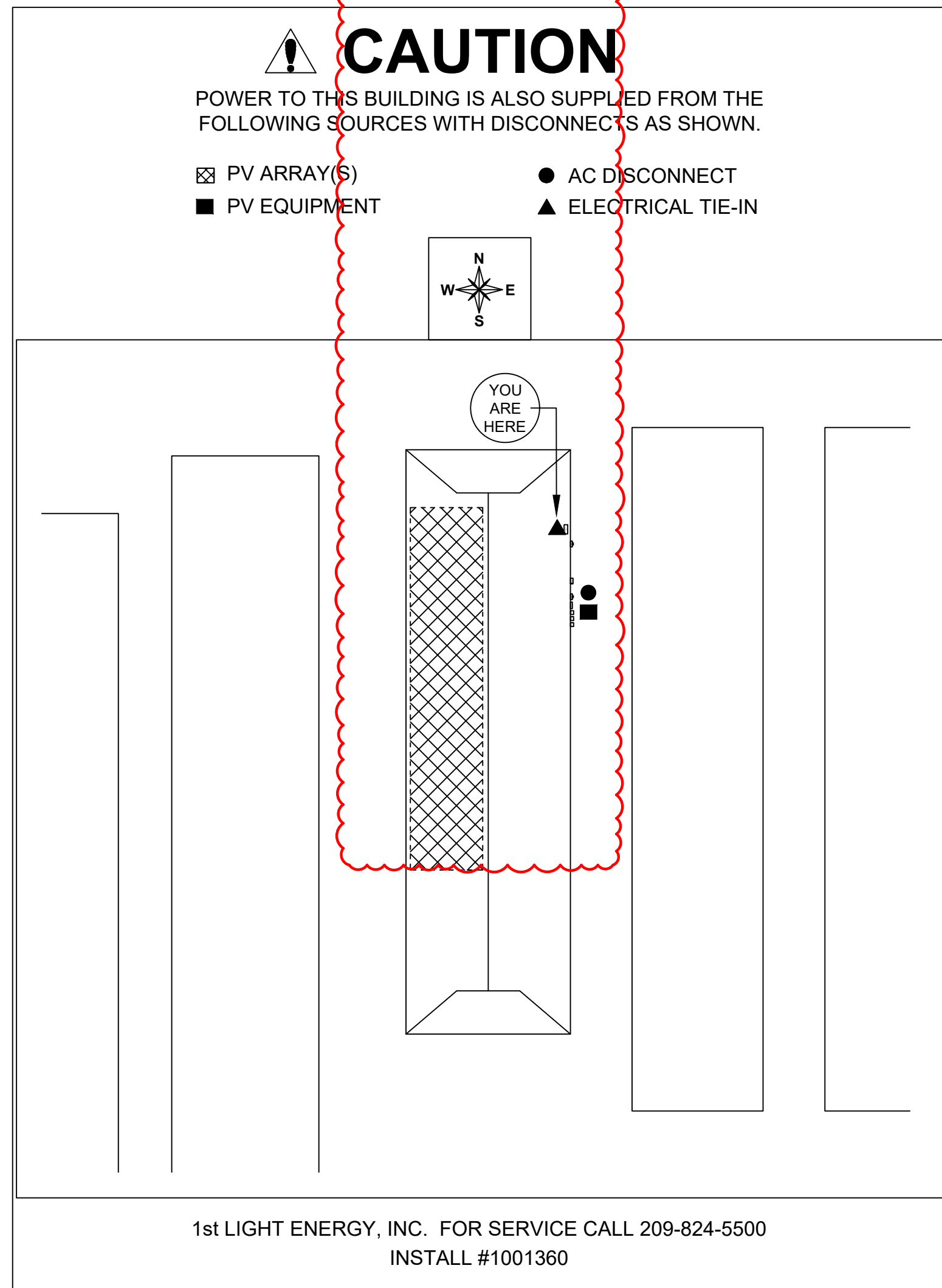
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1	INITIAL PLANS	10/28/2022		
2	MATERIAL CHANGE	4/5/2023		

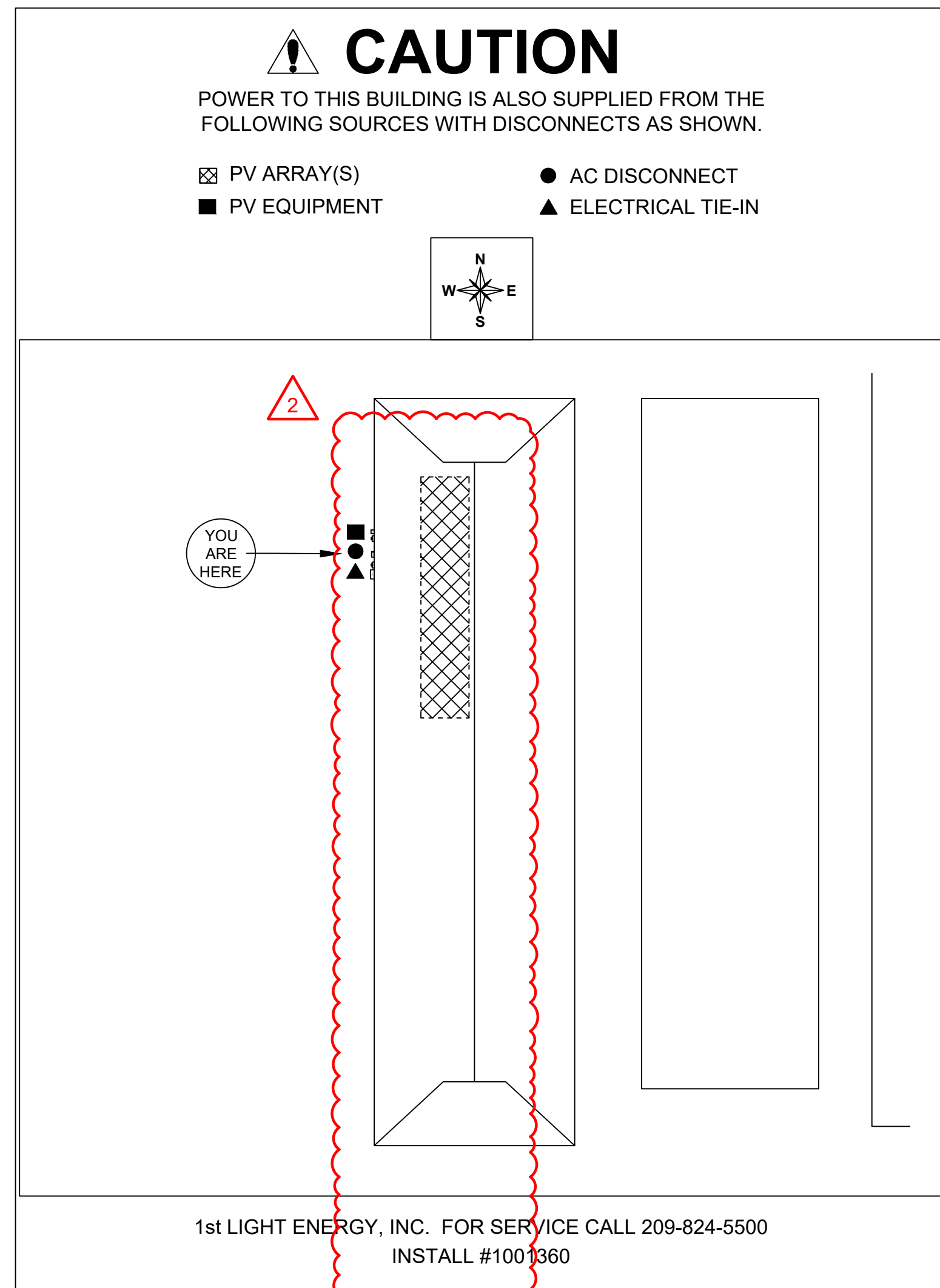
PROJECT #:	1001360
DESIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
SCALE:	D
SCALE:	AS SHOWN
SHEET:	E1.1



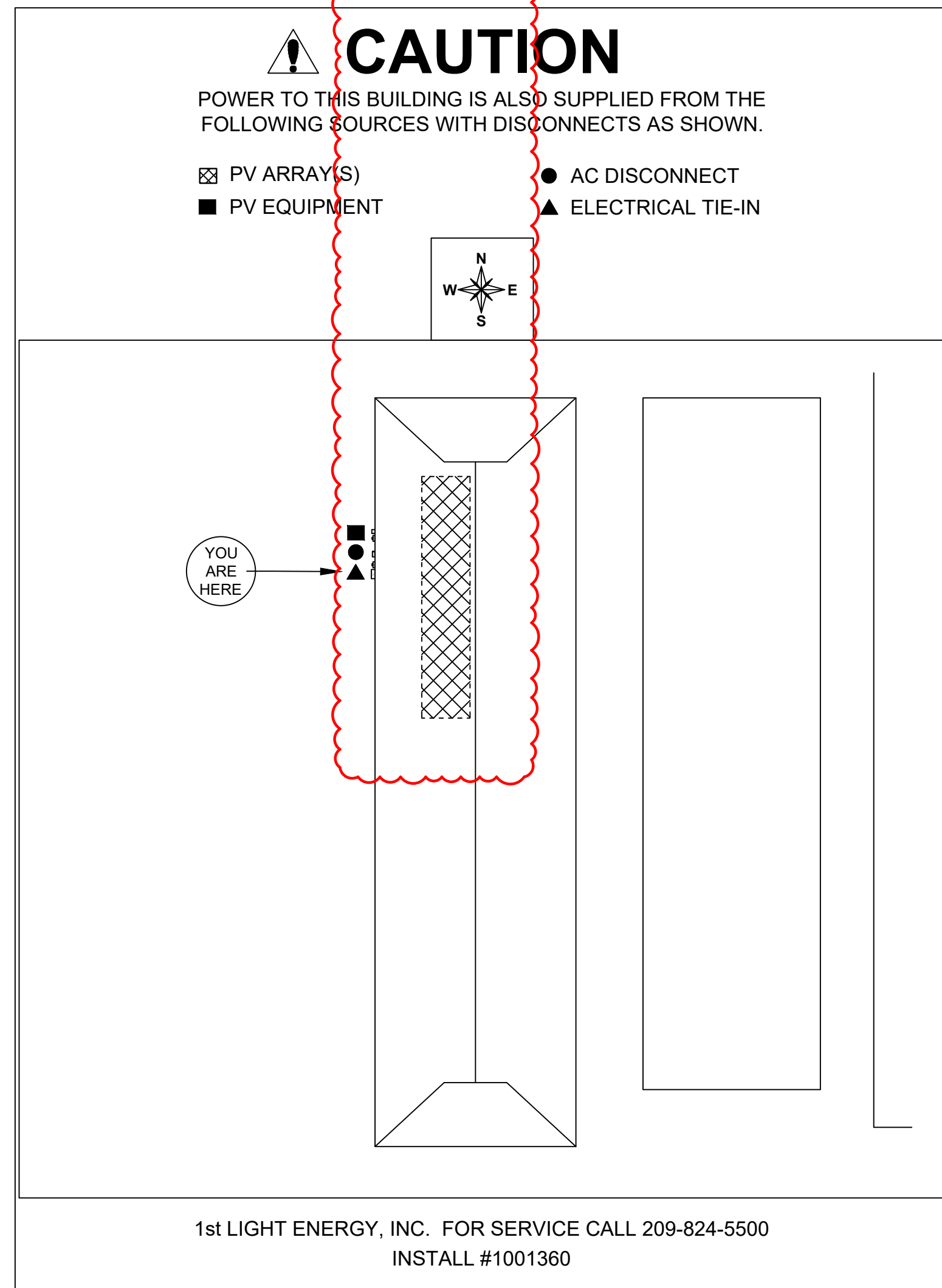
B1 SYSTEM 'B' AC-1
SCALE: 1" = 1"



D1 SYSTEM 'B' MSWB
SCALE: 1" = 1'



B3 SYSTEM 'A' AC-1
SCALE: 1" = 1"



D3 SYSTEM 'A' MSWB
SCALE: 1" = 1"

GENERAL NOTES

1. ALL PLACARDS ARE PRESENTED ACTUAL SIZE.

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Burbank, CA 91502
(747) 333-5991
new@engineeringinc.io

Professional Certification. I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of North Carolina.

License No. 055765, Expiration Date: 12/31/2023



959 MOFFAT BOULEVARD, MANTECA CA 95336
P: 209.824.5500; F: 209.824.5575
WWW.1STLIGHTENERGY.COM



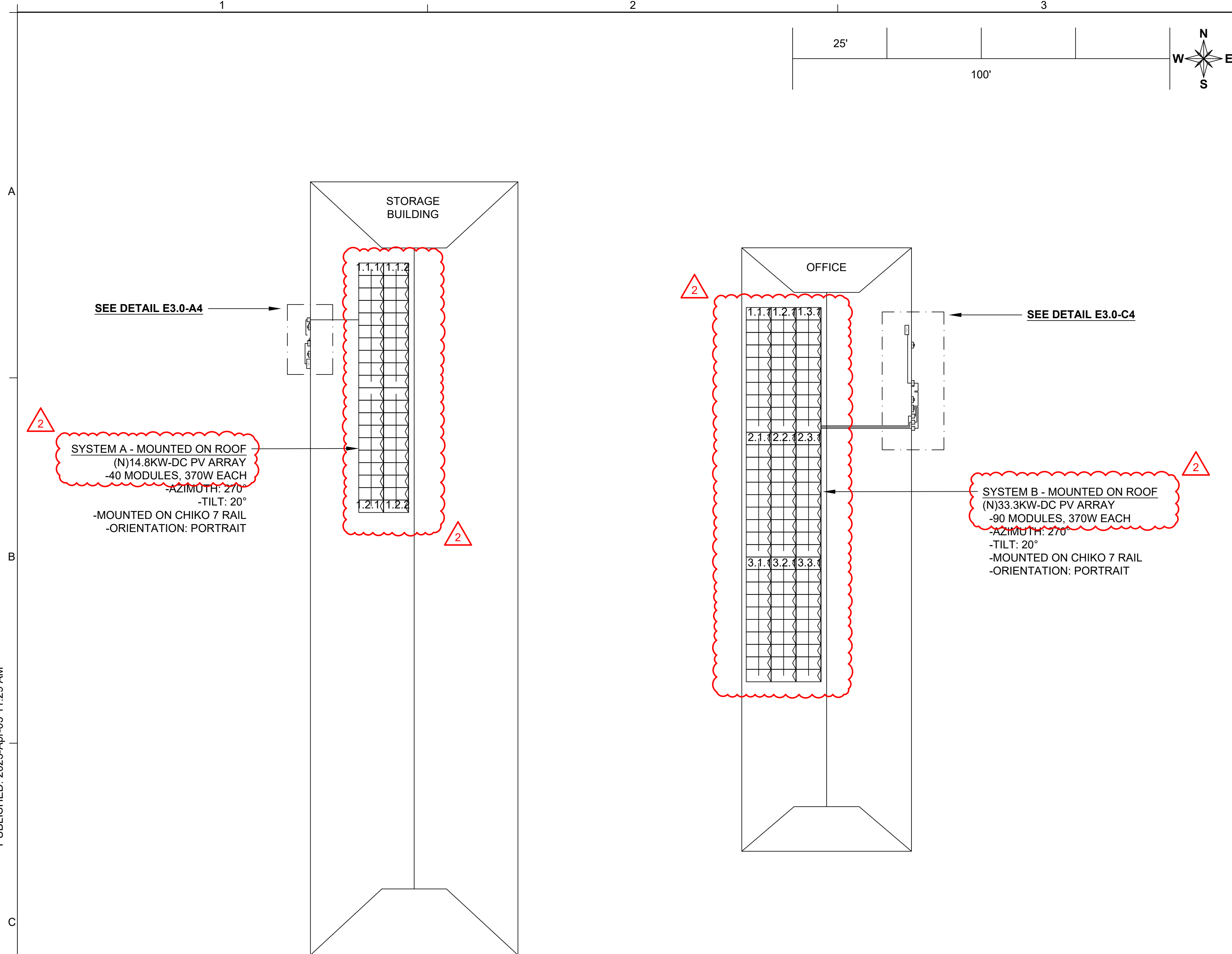
Exp. Date : 12/31/2023
Date Certified and
Signed: 05/30/2023

PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

MAP PLACARDS

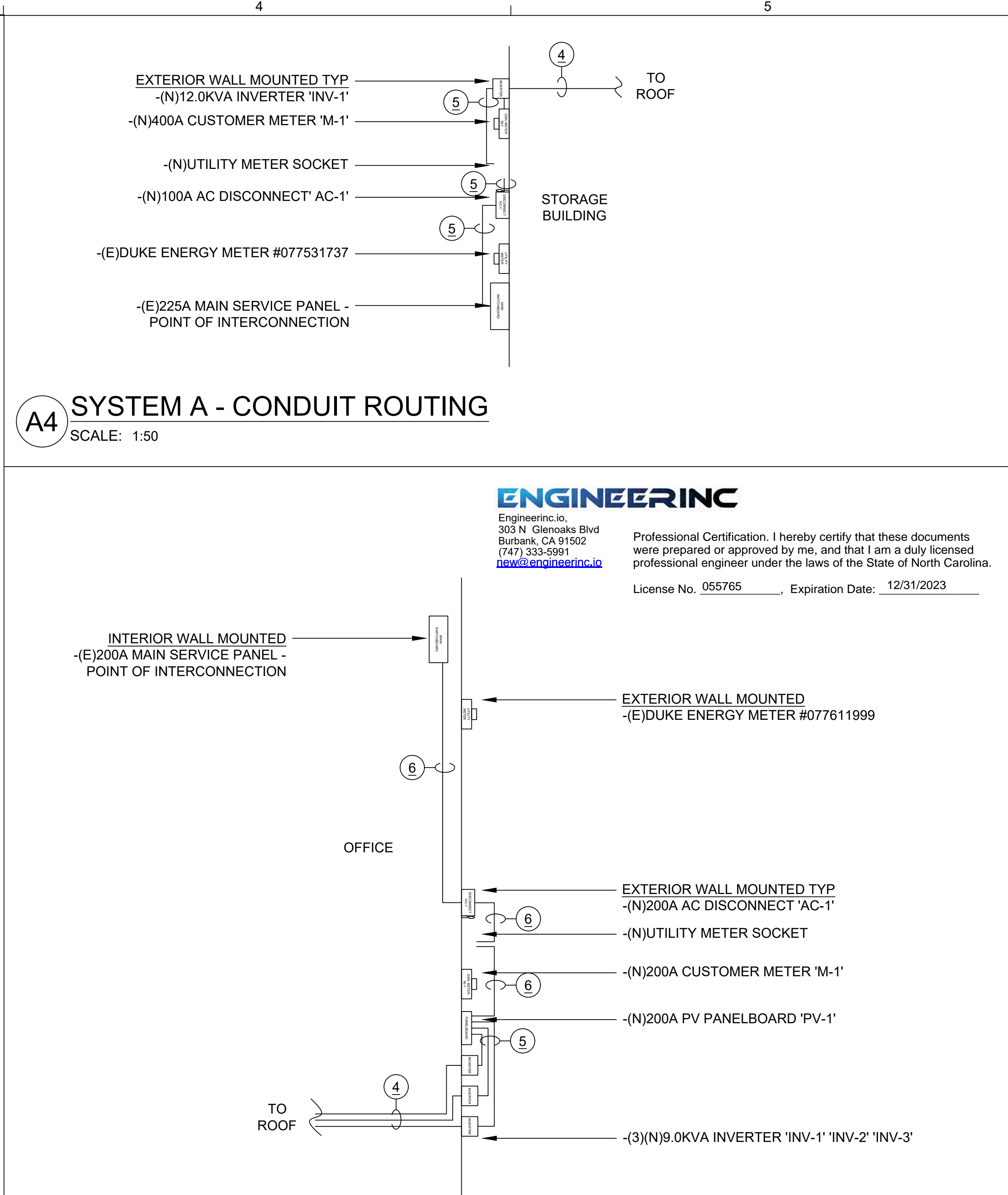
REV #	DESCRIPTION	DATE	DESIGNER
1	INITIAL PLANSET	10/28/2022	C.C.
2	MATERIAL CHANGE	4/5/2023	C.C.

PROJECT #:	1001360
SIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
RE:	D
REMARKS:	AS SHOWN
PROJECT:	E2.1



C1 SYSTEM A - CONDUIT ROUTING & STRING PLAN
SCALE: 1:200

C2 **SYSTEM B - CONDUIT ROUTING & STRING PLAN**
SCALE: 1:200



C4 **SYSTEM B - CONDUIT ROUTING**
SCALE: 1:50

SYSTEM A

INV	STRING ID	KWstc	# RSD	# MODS
1	1.1.1	3.700	5	10
	1.1.2	3.700	5	10
	1.2.1	3.700	5	10
	1.2.2	3.700	5	10
	TOTAL	14.800	20	40

SYSTEM B

INV	STRING ID	KWstc	# RSD	# MODS
1	1.1.1	3.700	5	10
	1.2.1	3.700	5	10
	1.3.1	3.700	5	10
2	2.1.1	3.700	5	10
	2.2.1	3.700	5	10
	2.3.1	3.700	5	10
3	3.1.1	3.700	5	10
	3.2.1	3.700	5	10
	3.3.1	3.700	5	10
	TOTAL	33.300	45	90

D1 **ARRAY SCHEDULE**
SCALE: N.T.S.

SYSTEM A				
CIRCUIT	DESCRIPTION	CONDUIT	MAX DIST. (FT.) BETWEEN FIXED BOXES	MAX LEN. (FT.) RUN WITH 4" EXP. FITTING
1	MODULE TO MODULE	Free-Air		
2	INTER ARRAY JUMPER (IF NEEDED)	(1) 1" EMT	27'	438'
3	STRING(S) TO ARRAY EDGE	Free-Air		
4	ARRAY EDGE TO INVERTER	(1) 1" EMT	27'	438'
5	INVERTER TO MAIN	(1) 1" EMT	27'	438'
6	AUXILIARY ARRAY GROUND	Free-Air		
7	AUXILIARY ARRAY GROUND	(1) ½" EMT	22'	356'

D2 CONDUIT SCHEDULE
SCALE: N.T.S.

SYSTEM B				
CIRCUIT	DESCRIPTION	CONDUIT	MAX DIST. (FT.) BETWEEN FIXED BOXES	MAX LEN. (FT.) RUN WITH 4" EXP. FITTING
1	MODULE TO MODULE	Free-Air		
2	INTER ARRAY JUMPER (IF NEEDED)	(1) 1" EMT	27'	425'
3	STRING(S) TO ARRAY EDGE	Free-Air		
4	ARRAY EDGE TO INVERTER	(1) 1" EMT	27'	425'
5	INVERTER TO PANELBOARD PV-1	(1) 1" EMT	27'	425'
6	PANELBOARD PV-1 TO MAIN 1	(1) 2" EMT	27'	425'
7	AUXILIARY ARRAY GROUND	Free-Air		
8	AUXILIARY ARRAY GROUND	(1) ½" EMT	22'	347'



Exp. Date : 12/31/2023
Date Certified and
Signed: 05/30/2023

PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

PROJECT NAME:

CONDUIT ROUTING & STRING WIRING PLAN

SHEET TITLE:

REVISIONS			
REV #	DESCRIPTION	DATE	DESIGNER
1	INITIAL PLANSET	10/28/2022	C.C.
2	MATERIAL CHANGE	4/5/2023	C.C.

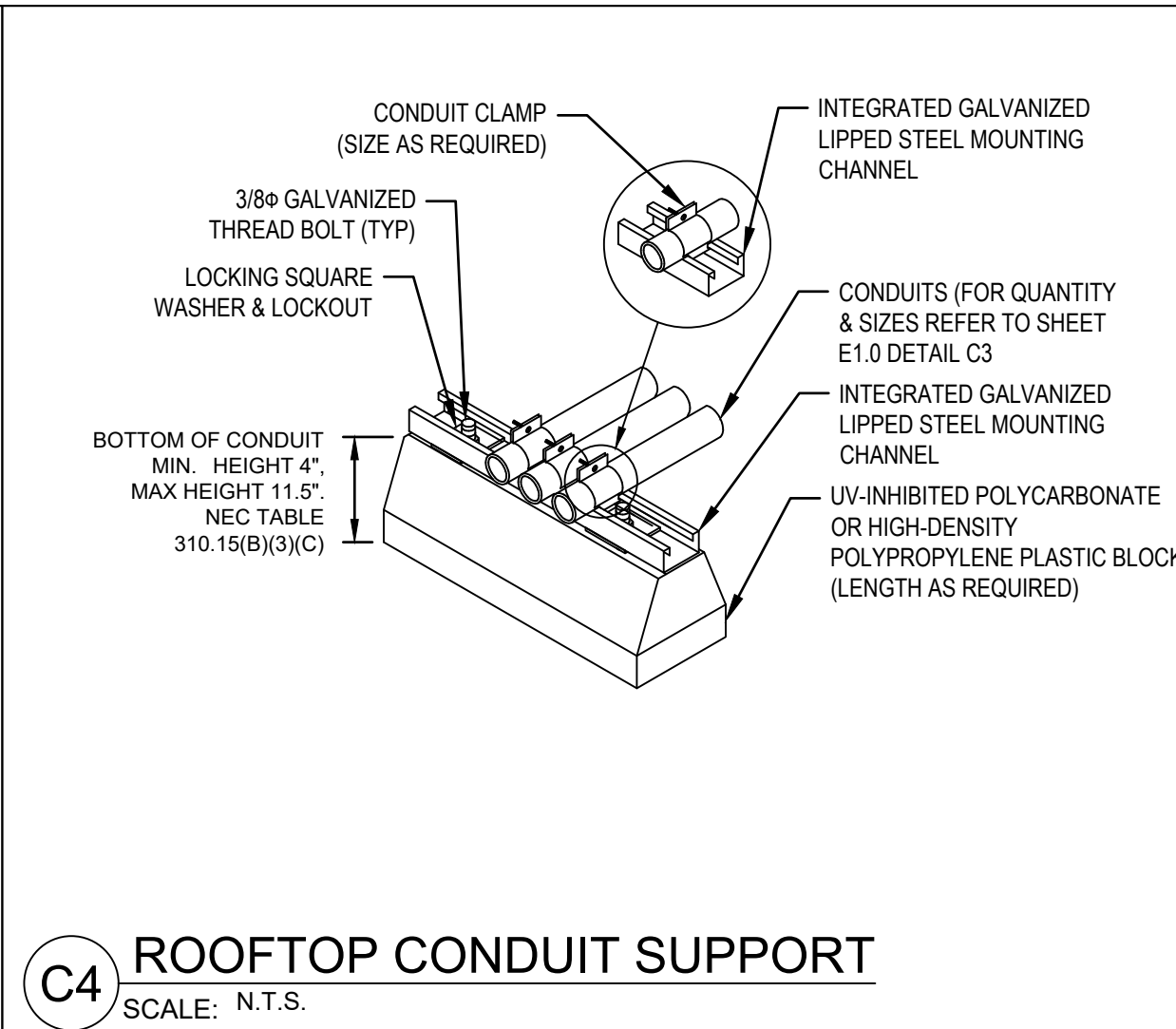
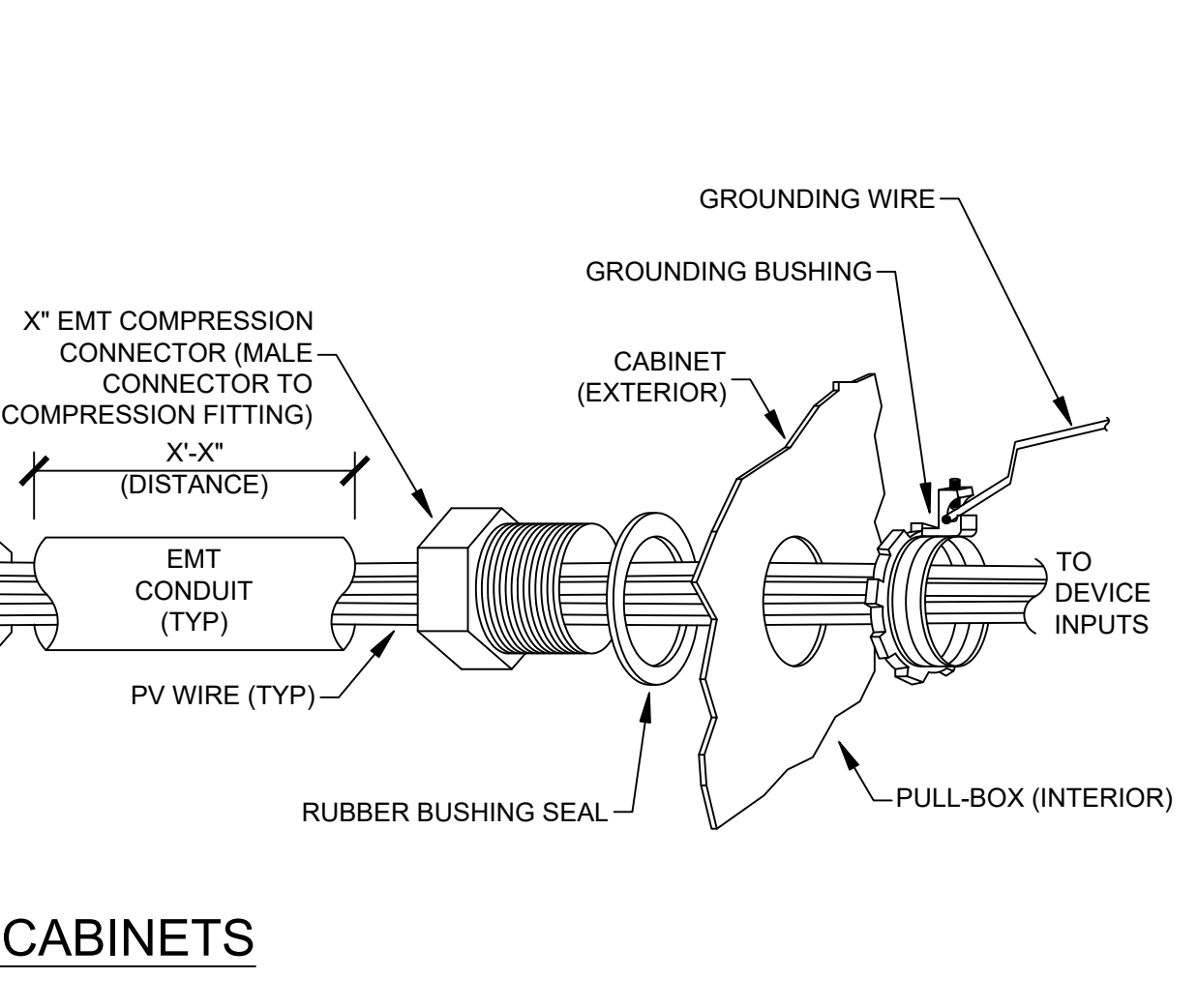
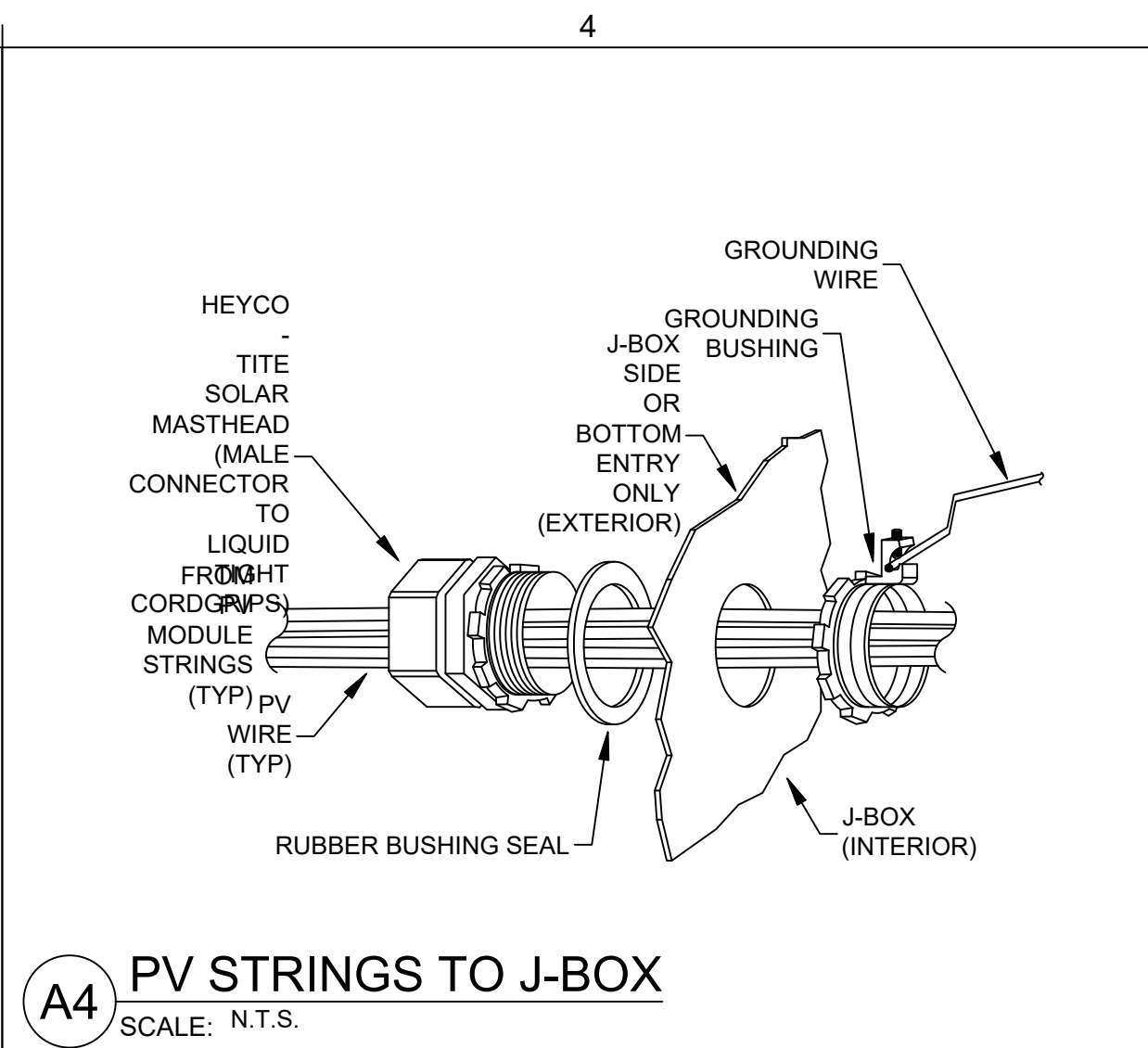
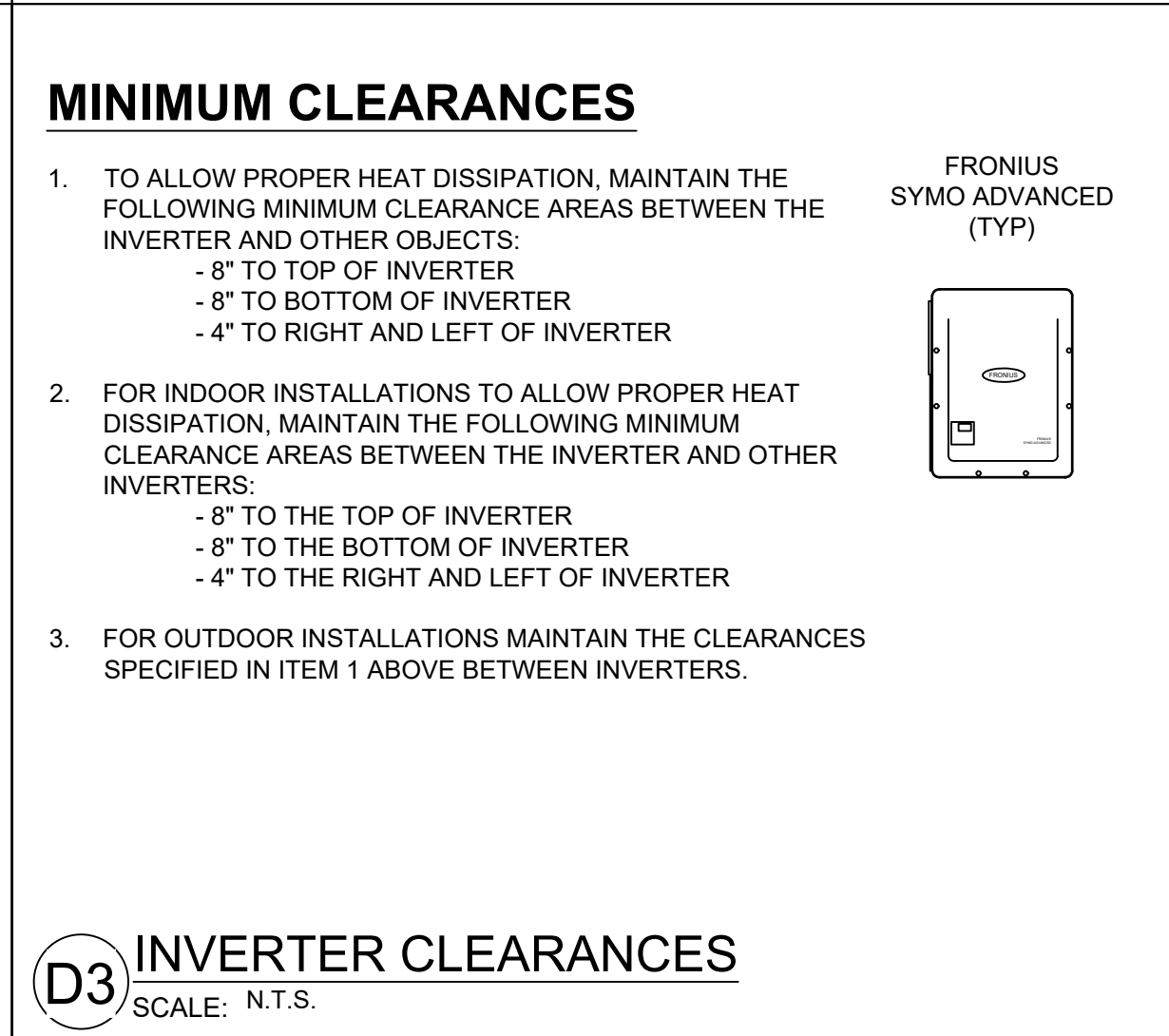
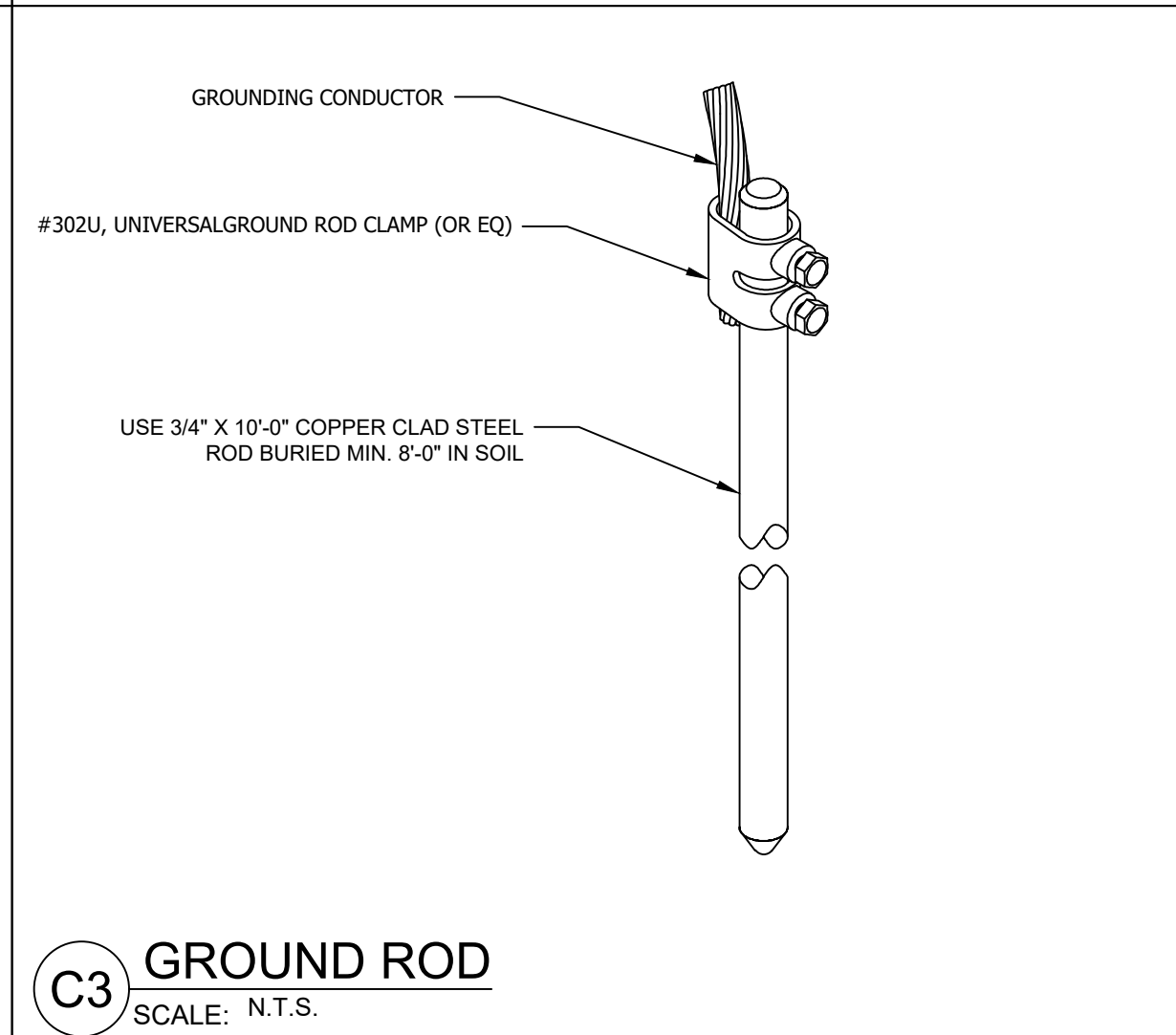
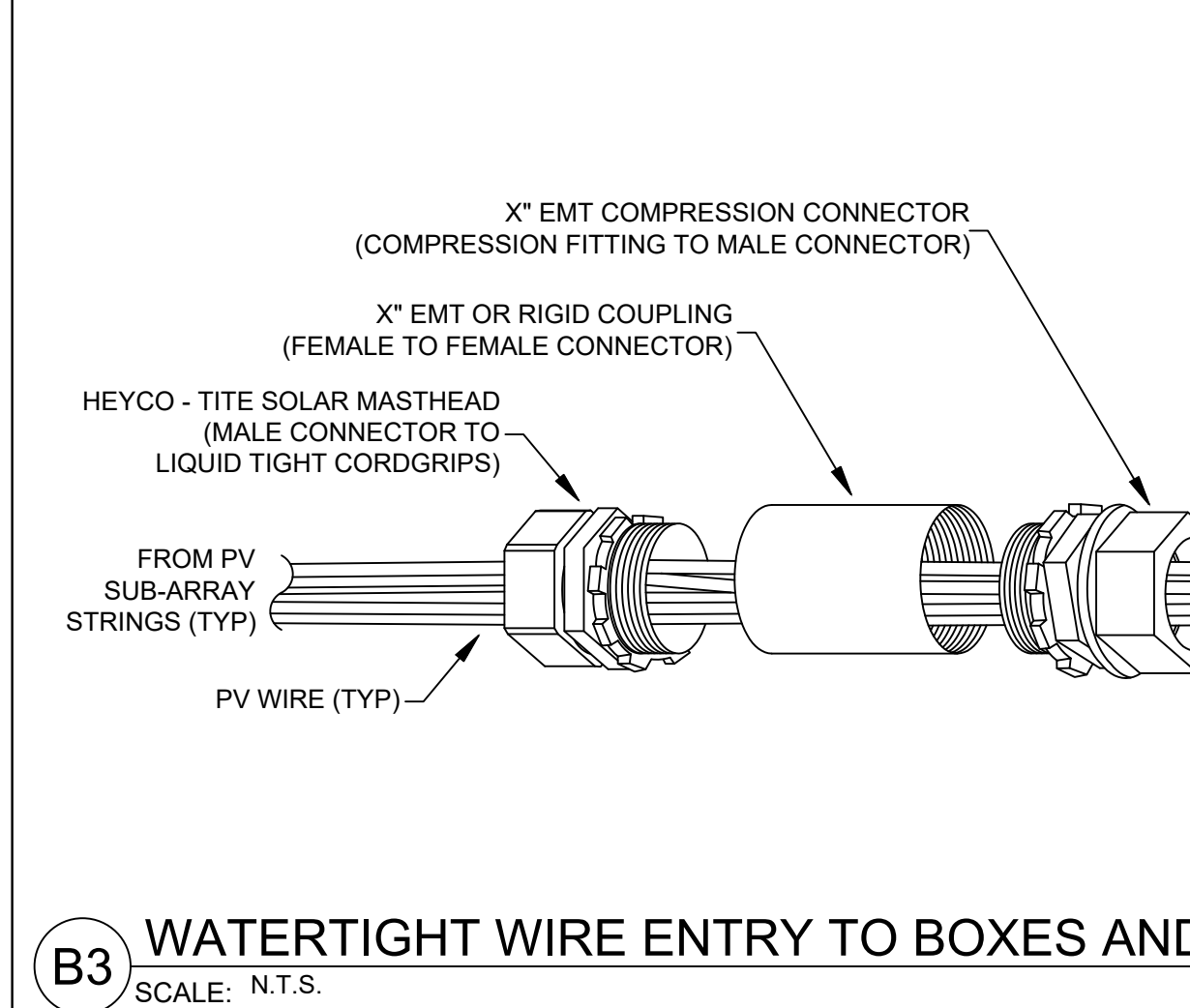
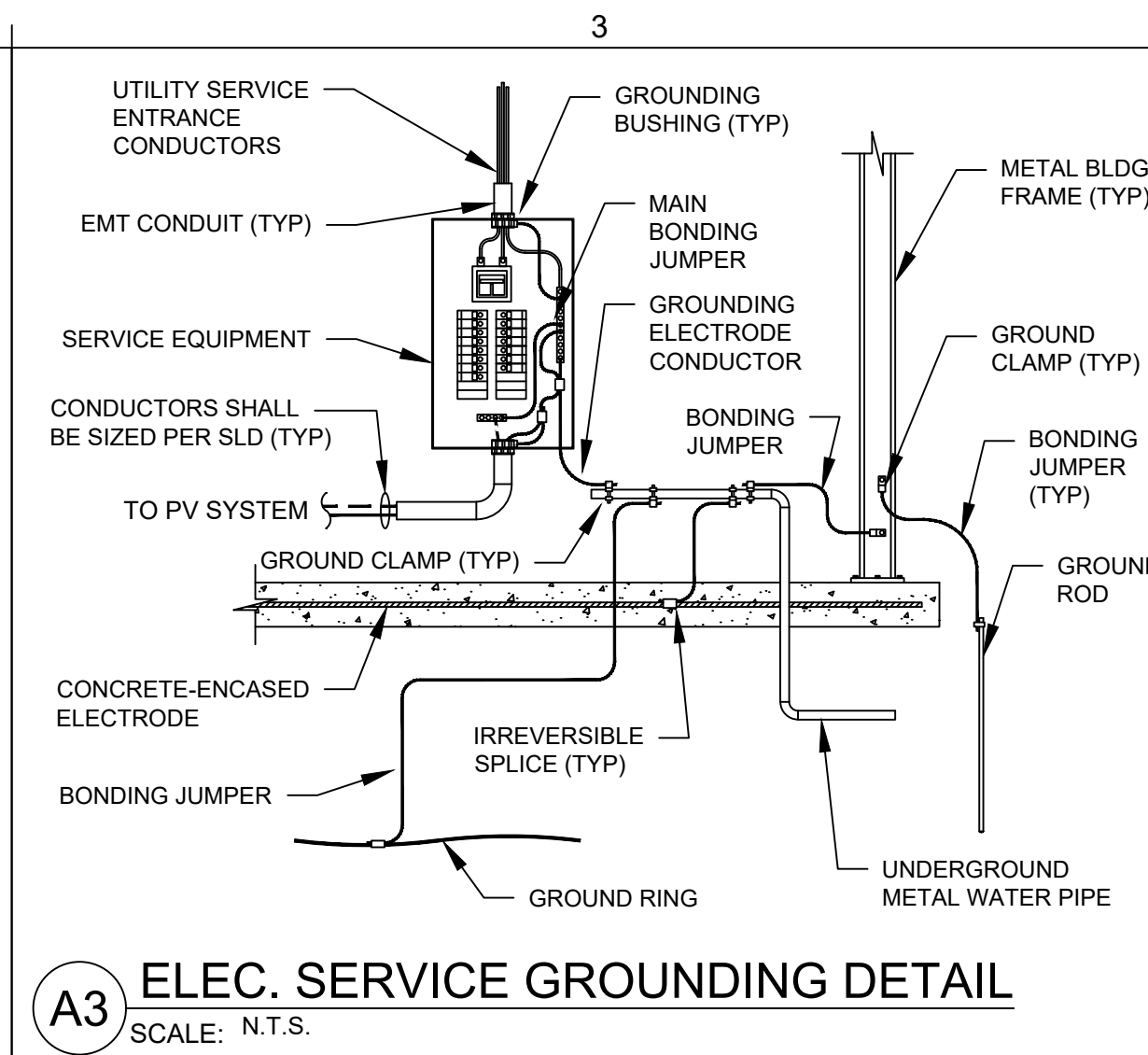
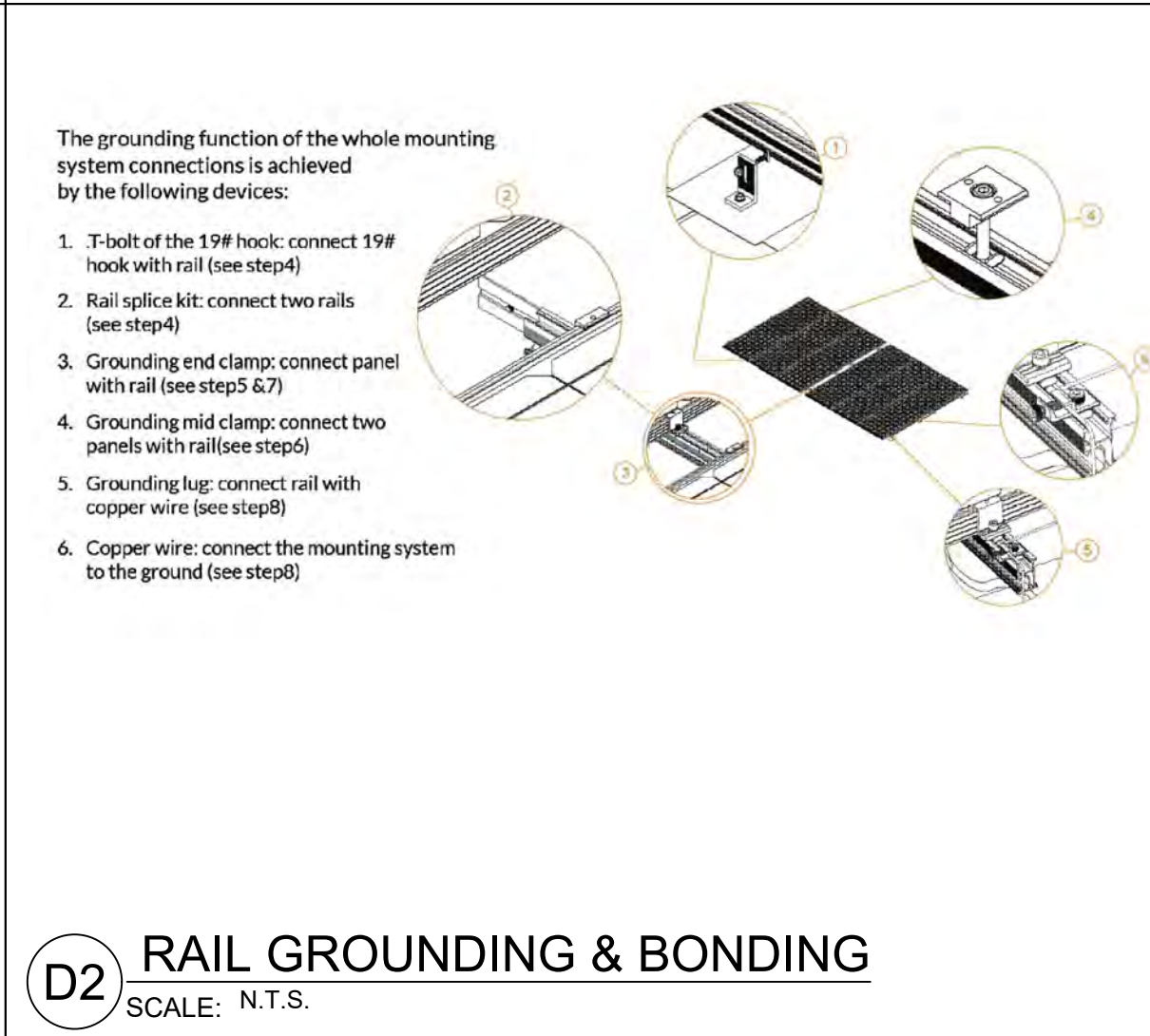
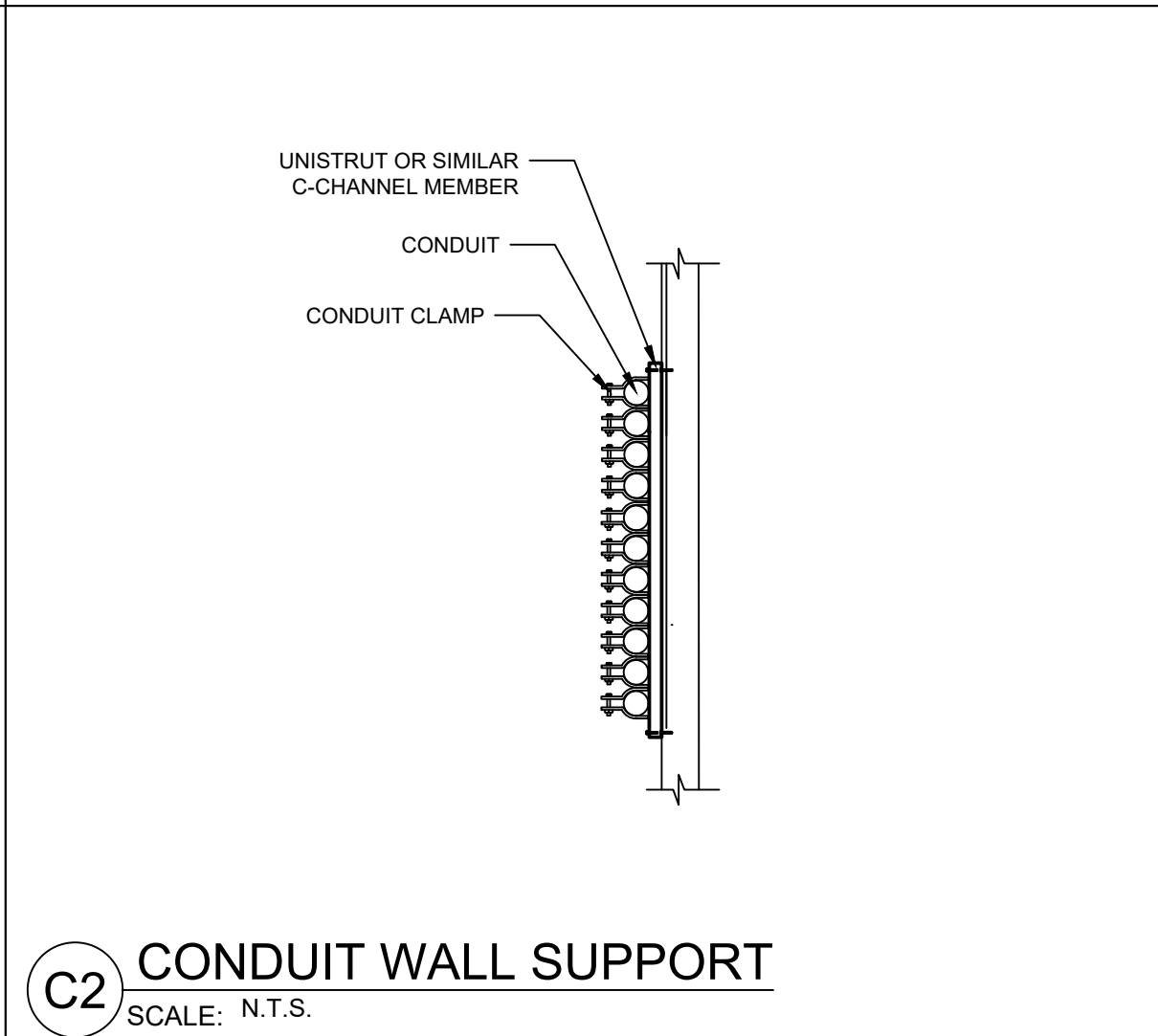
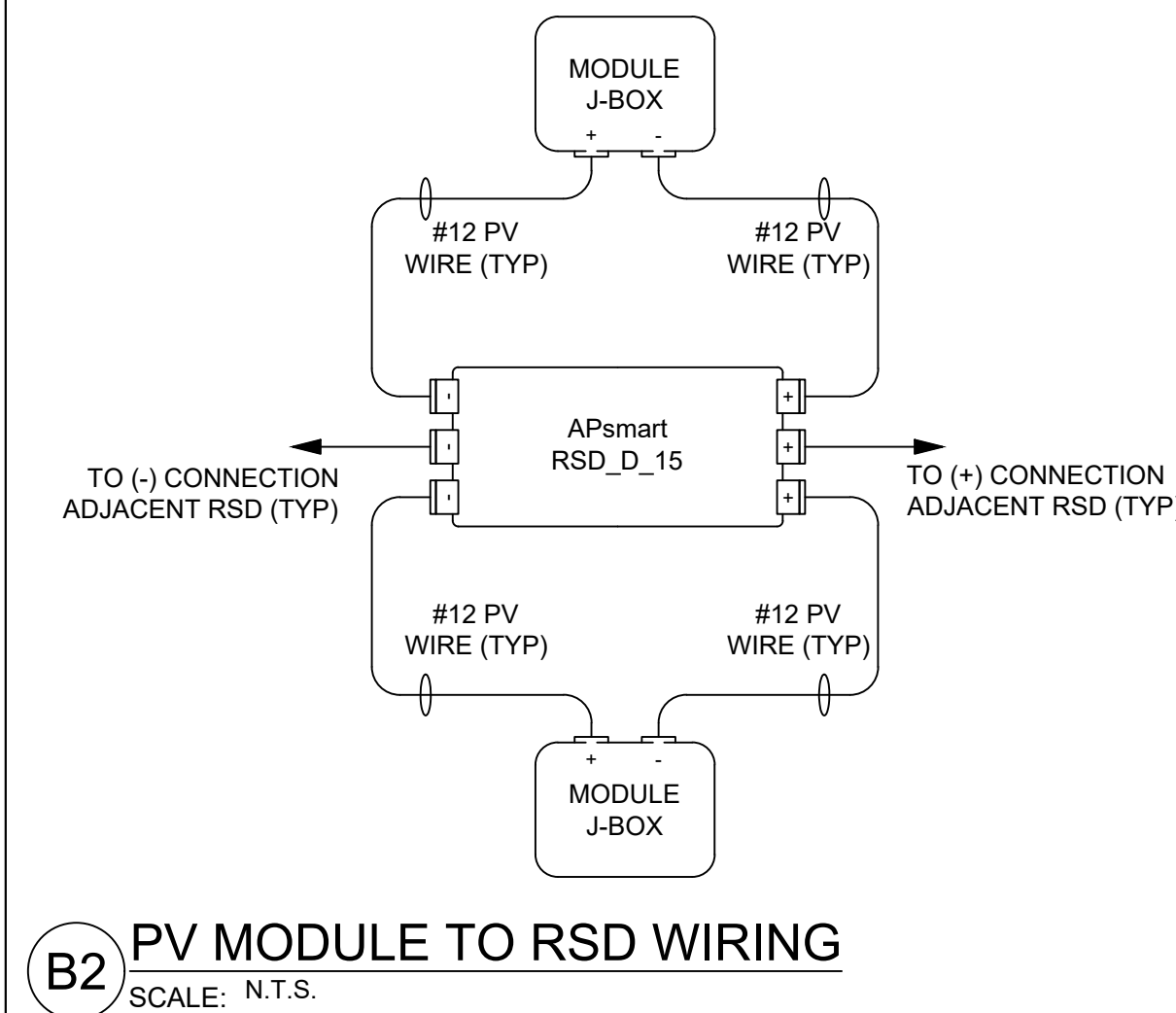
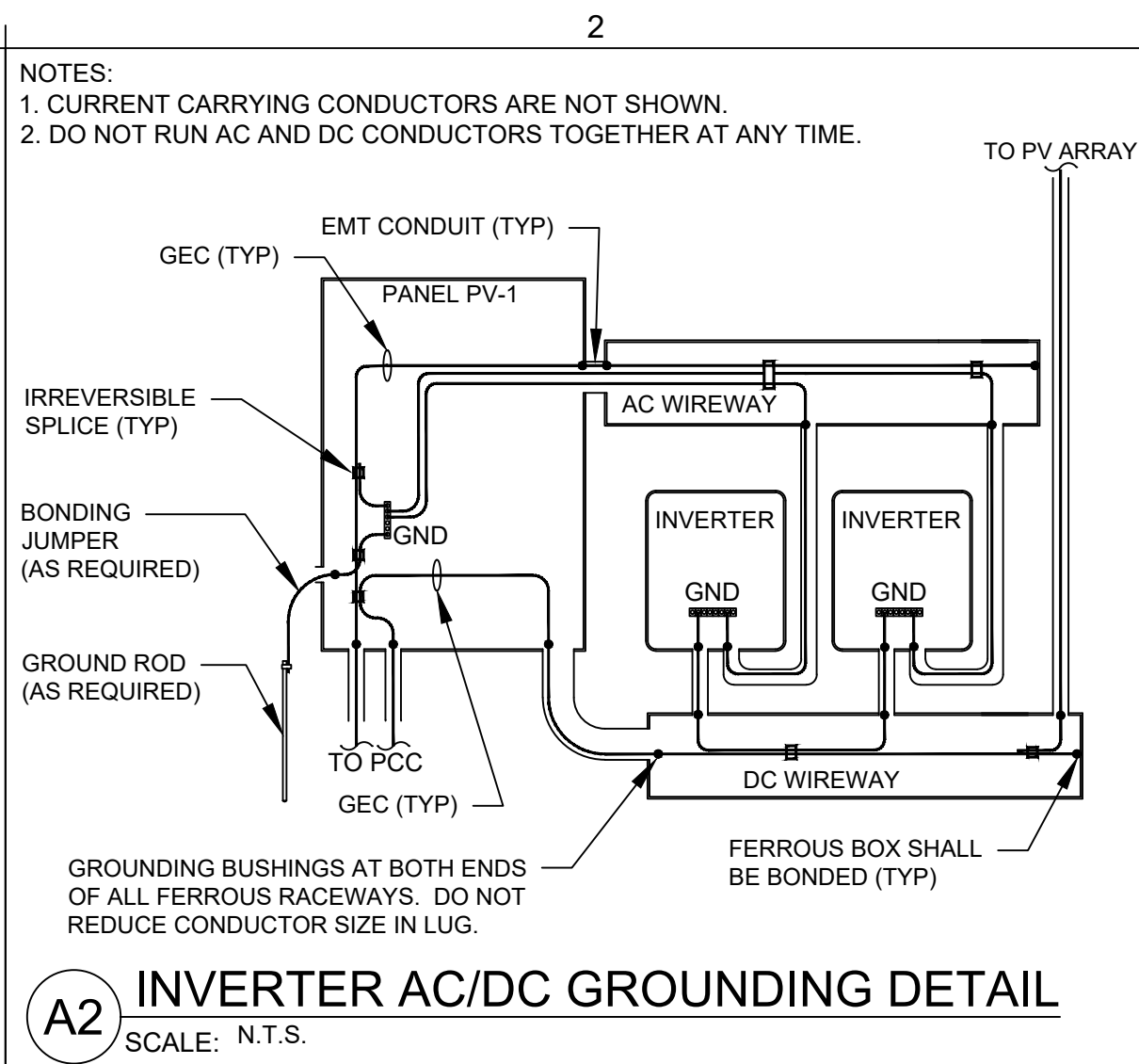
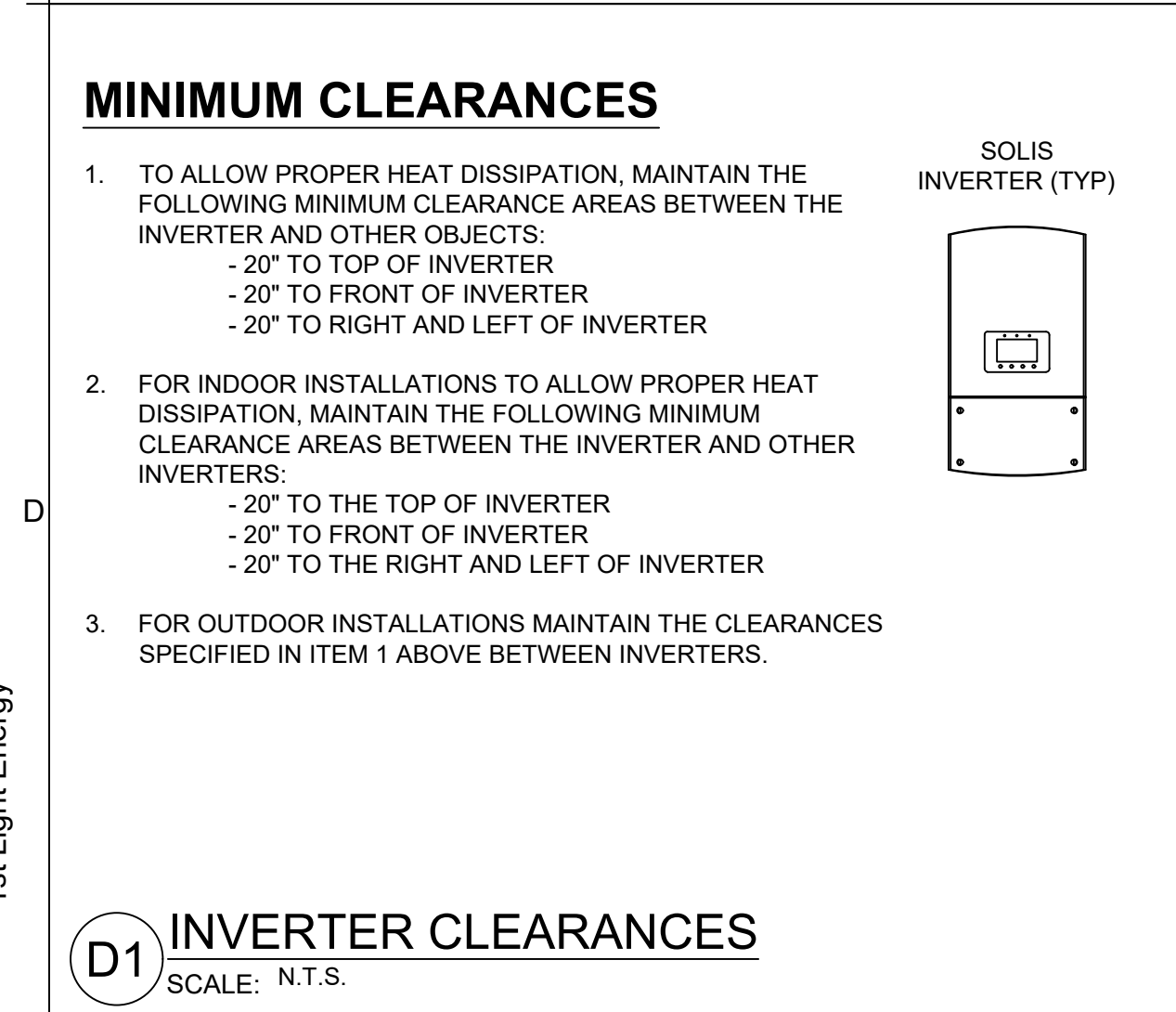
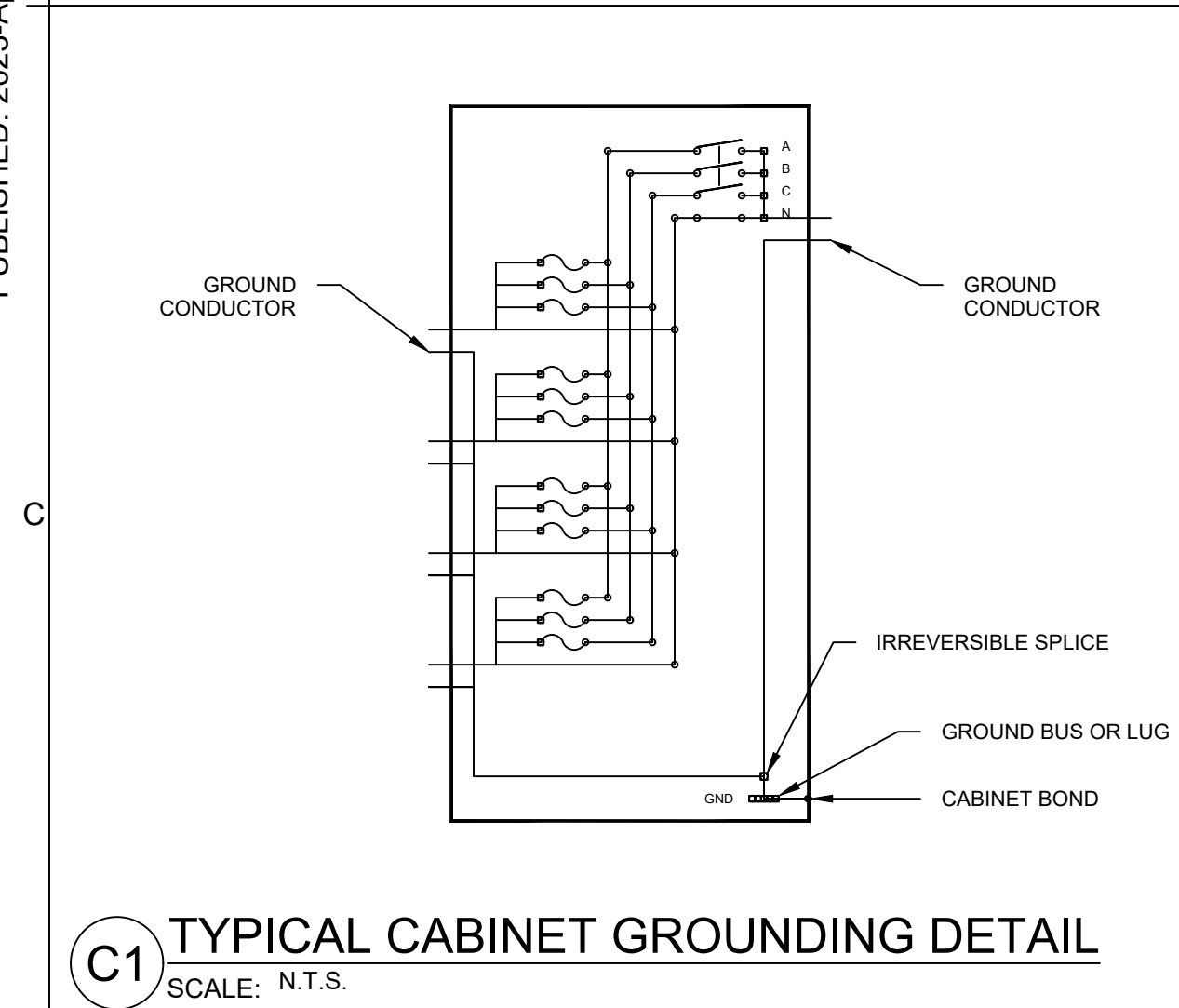
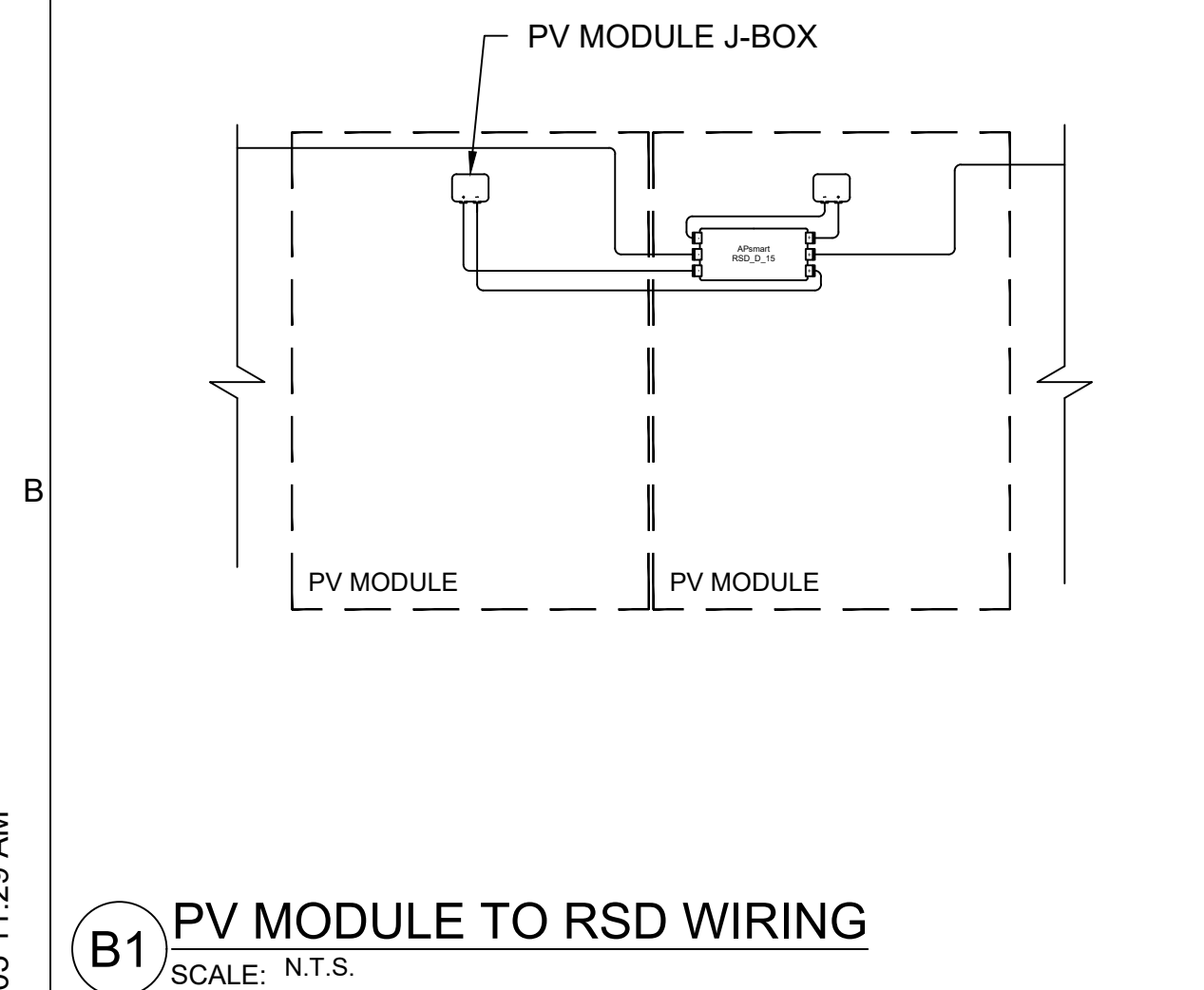
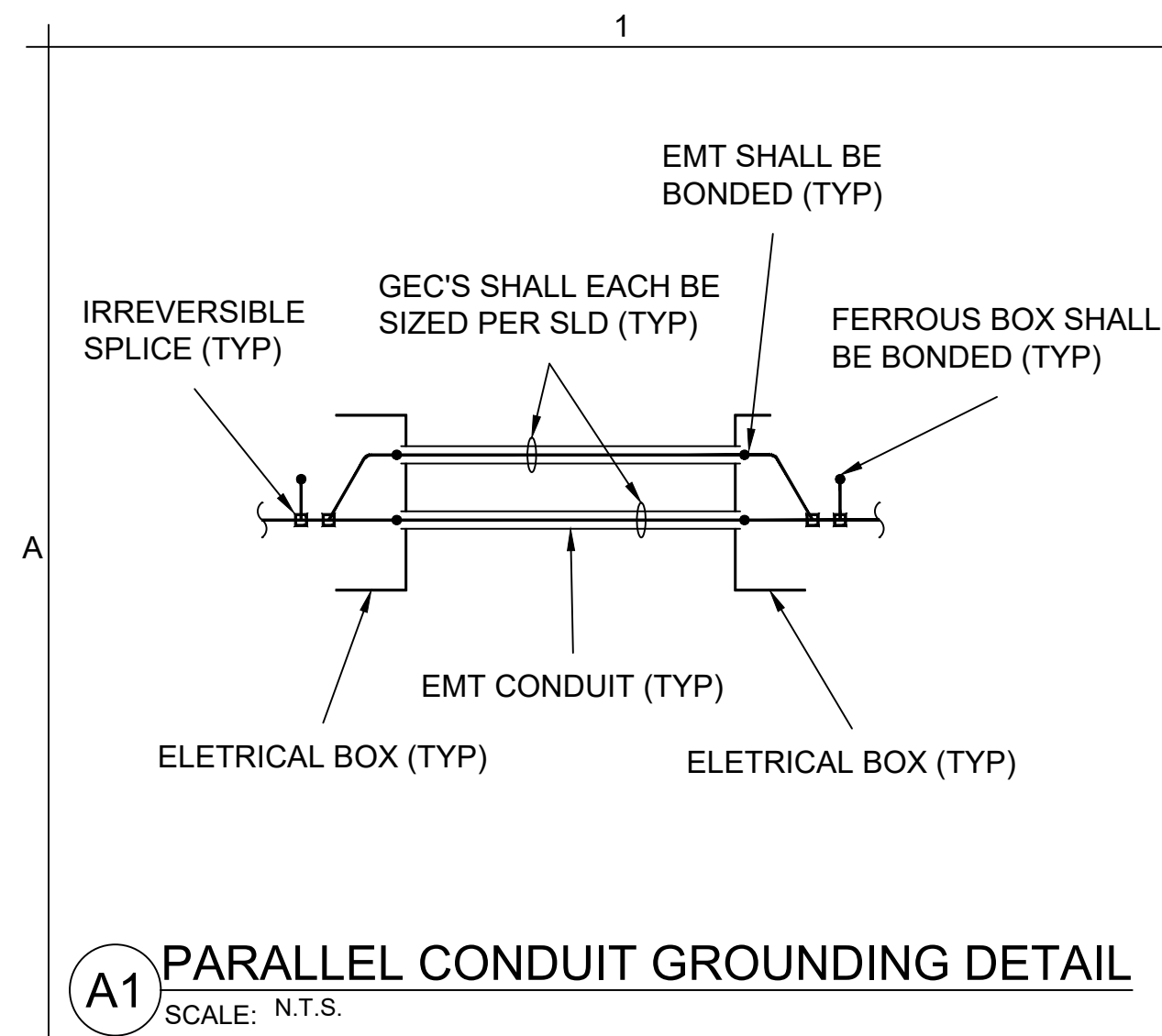
PROJECT #:	1001360
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DESIGNED BY:	C.C.
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CHECKED BY:	F.L.
DATE:	10/28/2023

SIZE:	D
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SCALE:	AS SHOWN
SHEET:	E3.0



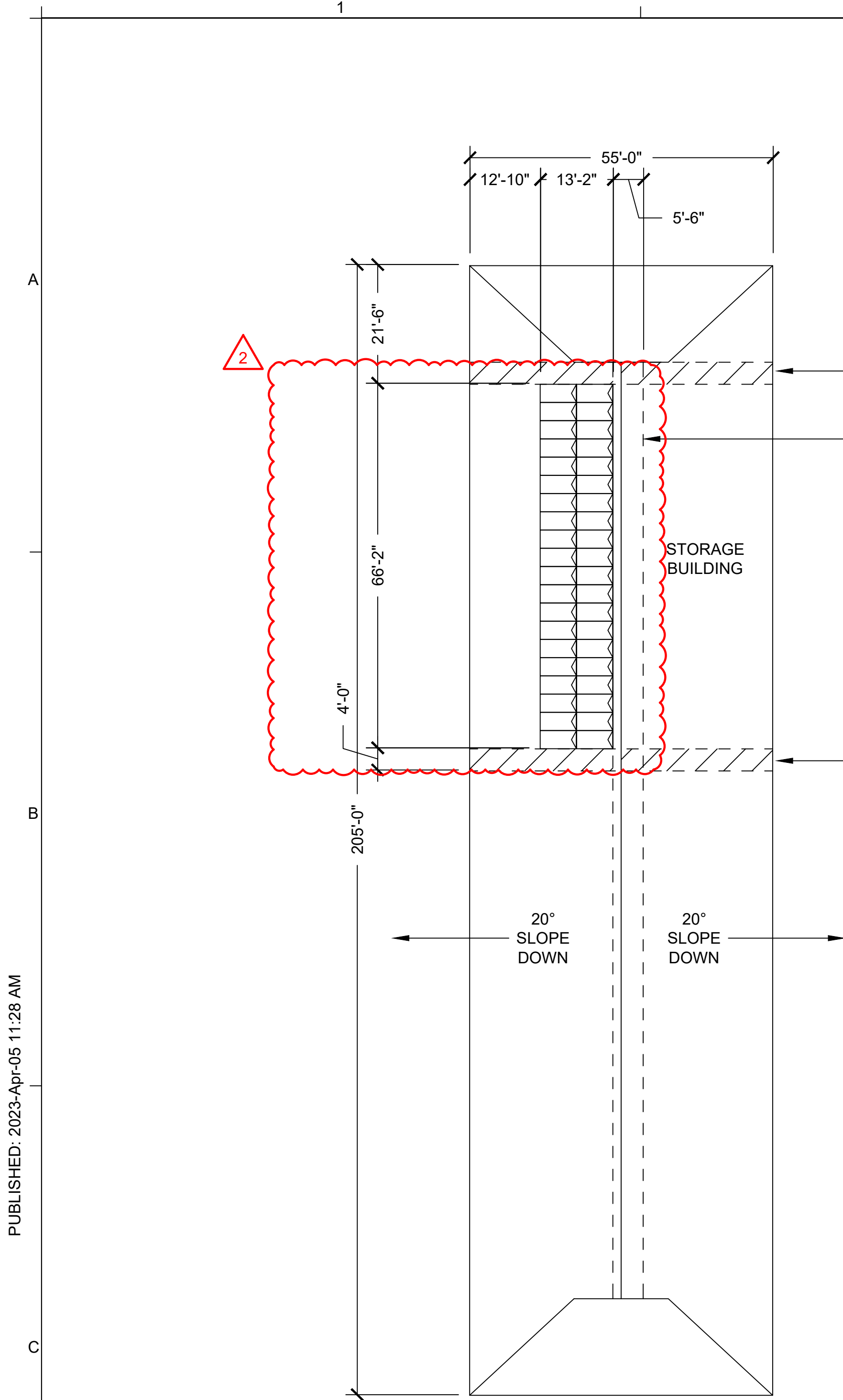
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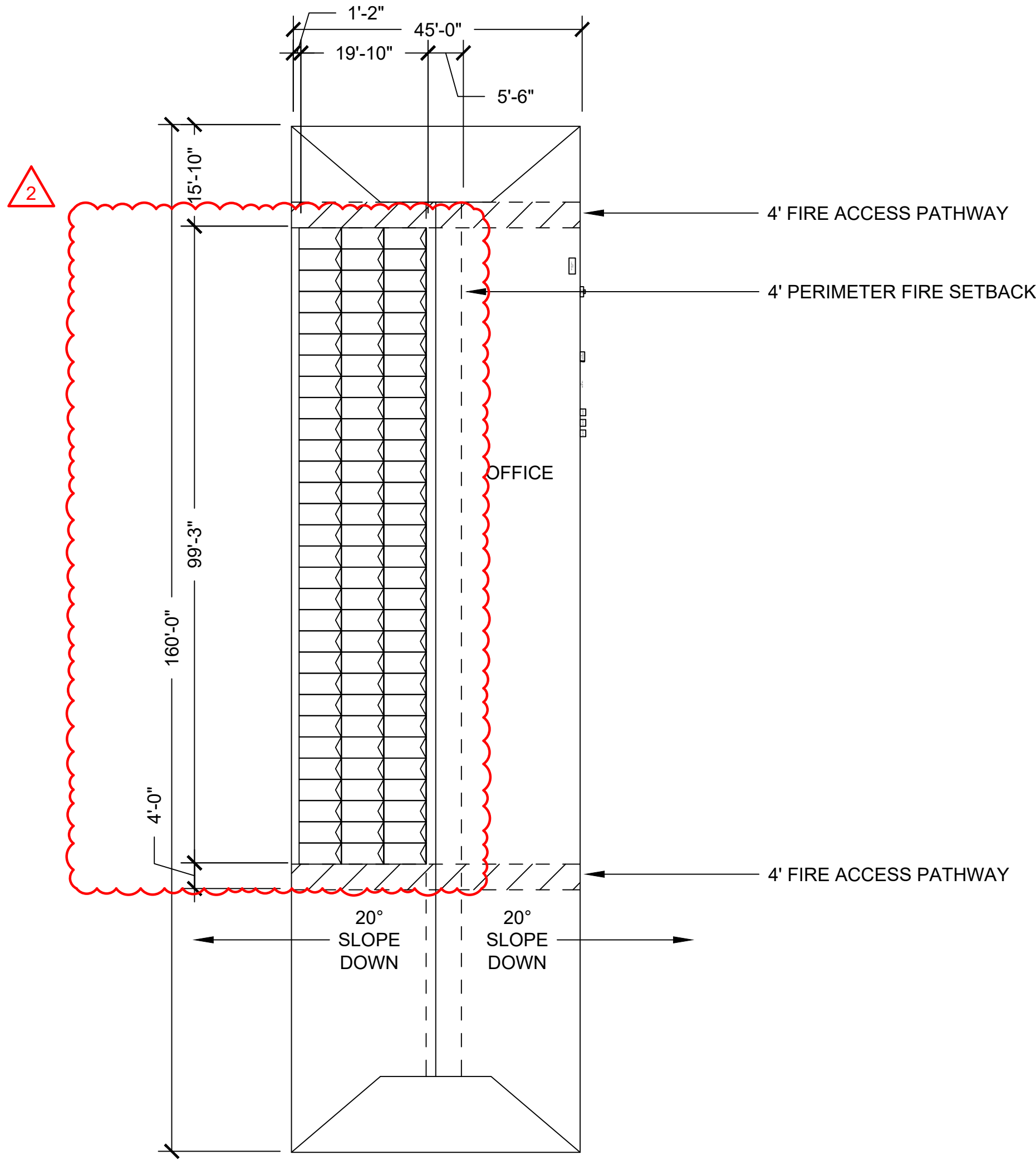
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new@engineeringinc.io

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License No. 055765, Expiration Date: 12/31/2023



C1 SYSTEM A - ROOF ZONES AND SETBACKS
SCALE: 1:200



C2 SYSTEM B - ROOF ZONES AND SETBACKS
SCALE: 1:200



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Exp: 12/31/2024
Date Certified and Signed: 05/30/2023

PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

PROJECT NAME

SHEET TITLE

ROOF ZONES AND SETBACKS

REVISIONS			DESIGNER
REV #	DESCRIPTION	DATE	C.C.
1	INITIAL PLANSET	10/28/2022	C.C.
2	MATERIAL CHANGE	4/5/2023	C.C.

PROJECT #:	1001360
DESIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
SIZE:	D
SCALE:	AS SHOWN
SHEET:	S1.0

A

B

C

PUBLISHED: 2023-Apr-05 11:28 AM

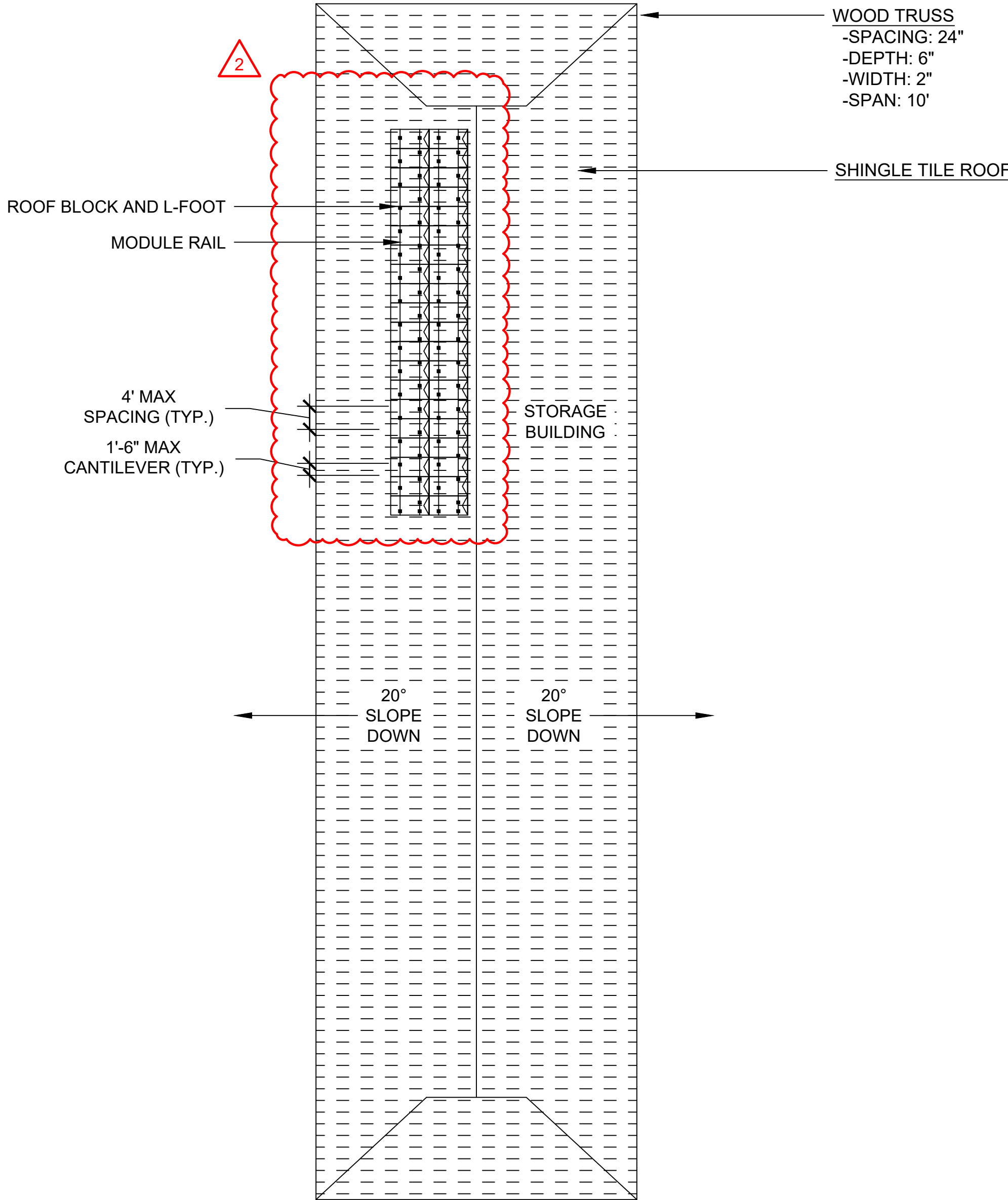
1st Light Energy

D

TOTAL SYSTEM WEIGHT (LBS.)	1785.60
NUMBER OF ATTACHMENTS	70
WEIGHT PER ATTACHMENT (LBS.)	25.51
ARRAY AREA (SQ. FT.)	785.60
ARRAY LOAD (PSF)	2.27
ROOF AREA (SQ. FT.)	11275.00
ARRAY ROOF COVERAGE (%)	6.97
DISTRIBUTED LOAD (PSF)	0.16

D1 STORAGE BUILDING - RACKING WEIGHTS
SCALE: N.T.S.

C1 STORAGE BUILDING - MODULE MOUNTING & STRUCTURAL PLAN
SCALE: 1:200

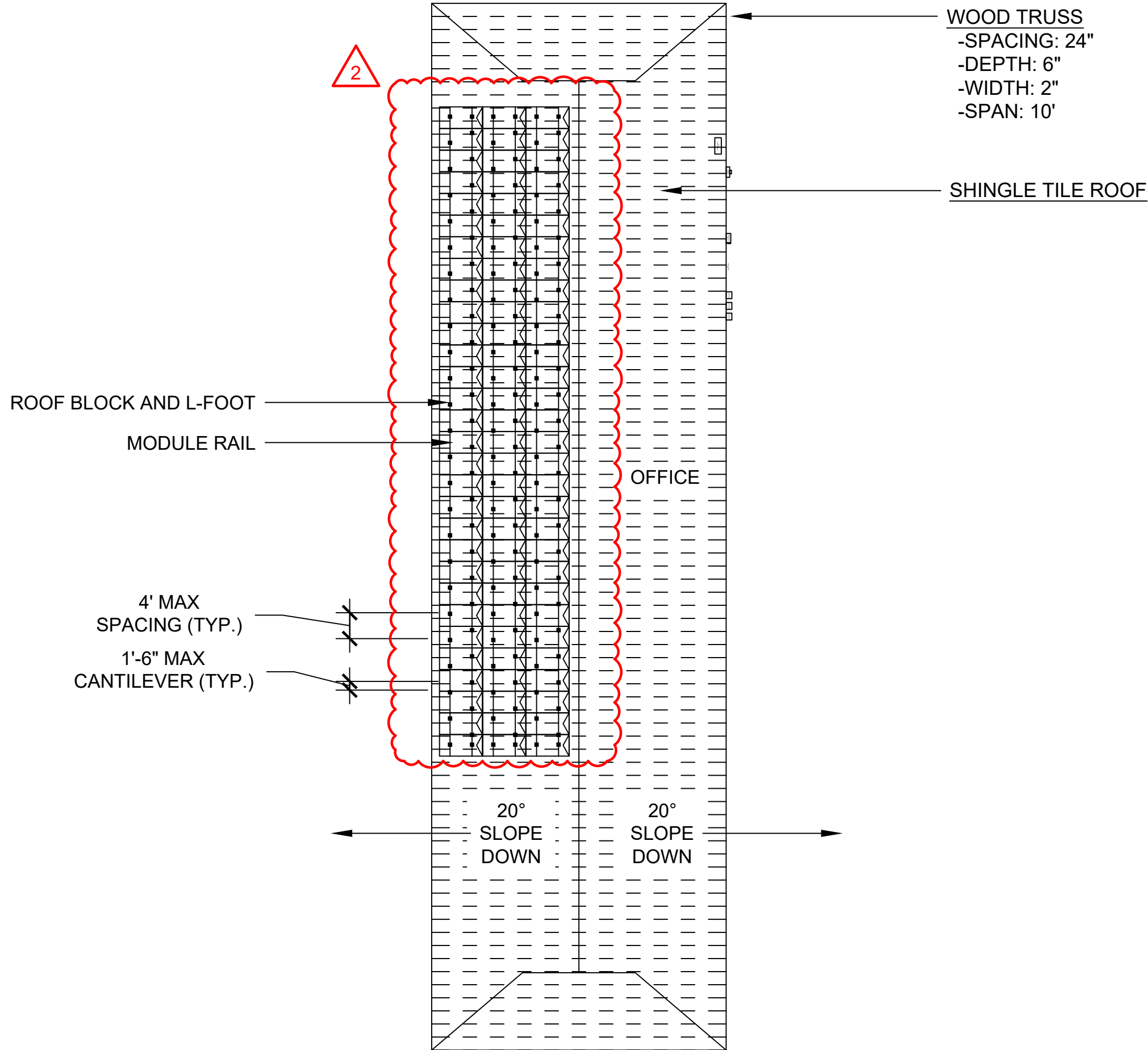


TOTAL SYSTEM WEIGHT (LBS.)	4017.60
NUMBER OF ATTACHMENTS	138
WEIGHT PER ATTACHMENT (LBS.)	29.11
ARRAY AREA (SQ. FT.)	1768.70
ARRAY LOAD (PSF)	2.27
ROOF AREA (SQ. FT.)	7200.00
ARRAY ROOF COVERAGE (%)	24.57
DISTRIBUTED LOAD (PSF)	0.56

D3 OFFICE - RACKING WEIGHTS
SCALE: N.T.S.

C2 OFFICE - MODULE MOUNTING & STRUCTURAL PLAN
SCALE: 1:200

Prior to the commencement of work, the contractor shall verify the existing roof and framing conditions. Notify new@engineerinc.io of any Discrepancies prior to starting construction.
Prior to the commencement of work, the contractor shall inspect framing for any damage such as water damage, cracked framing, etc. and notify new@engineerinc.io if any issues are found.
These Plans are stamped for structural code compliance of the roof framing supporting the proposed PV installation reference only. These plans are not stamped for water leakage. PV modules, racking, and attachment components must follow manufacturer guidelines and requirements.



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WWW.1STLIGHTENERGY.COM



Exp: 12/31/2024
Date Certified and Signed: 05/30/2023

PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

PROJECT NAME

MODULE MOUNTING & STRUCTURAL PLAN

SHEET TITLE:

REVISIONS		DESIGNER
REV #	DESCRIPTION	DATE
1	INITIAL PLANSET	10/28/2022
2	MATERIAL CHANGE	4/5/2023

PROJECT #:	1001360
DESIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
SIZE:	D
SCALE:	AS SHOWN
SHEET:	S1.1

1st Light Energy

PUBLISHED: 2023-Apr-05 11:29 AM

A

B

C

D

1

2

3

4

5

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1ST LIGHT

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Exp: 12/31/2024
Date Certified and Signed: 05/30/2023

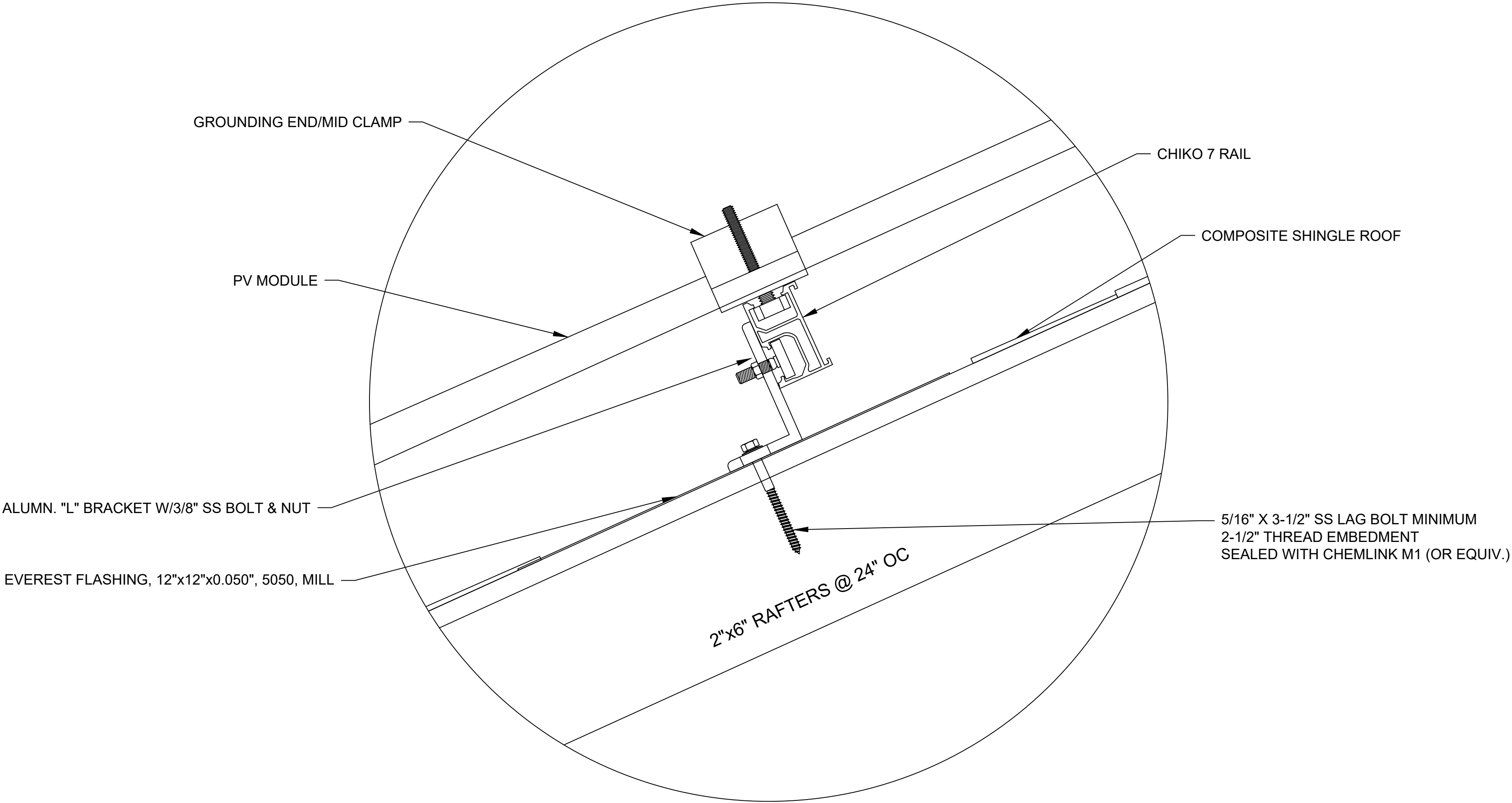
PUBLIC STORAGE #25905
515 S GREENBORO ST
CARRBORO, NC 27510
APN 9778839403

PROJECT NAME

SHEET TITLE

REVISIONS		DESIGNER	DATE
REV #	DESCRIPTION	C.C.	C.C.
1	INITIAL PLANSET	10/28/2022	4/5/2023
2	MATERIAL CHANGE		

PROJECT #:	1001360
DESIGNED BY:	C.C.
CHECKED BY:	F.L.
DATE:	10/28/2022
SIZE:	D
SCALE:	AS SHOWN
SHEET:	S1.2



C1 ROOF ATTACHMENT DETAIL
SCALE: N.T.S.

CHIKO 7 RAIL FIRE RATING:

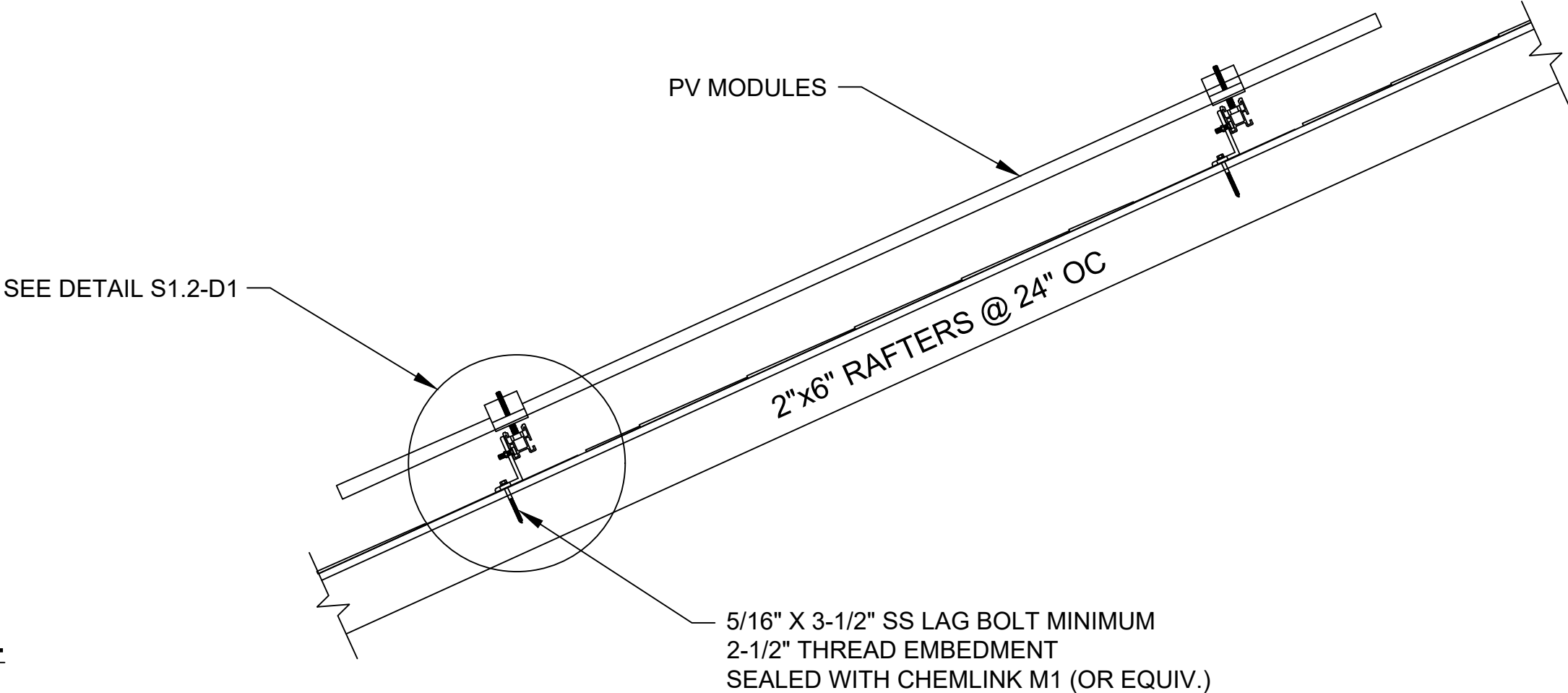
THE CHIKO 7 RAIL SYSTEM HAS UNDERGONE FIRE PERFORMANCE TESTING IN ACCORDANCE WITH UL 2703, FIRE PERFORMANCE. A SYSTEM CLASS A FIRE RATING IS ACHIEVED WHEN USING CHIKO 7 RAIL UNDER THE FOLLOWING CONDITIONS:

- ROOF SLOPE OF 2/12" RISE PER LINEAR FOOT OR GREATER
- USED IN COMBINATION WITH A UL 1703 LISTED MODULE WITH A FIRE PERFORMANCE RATING OF TYPE 1, TYPE 2, OR TYPE 3. CONSULT THE MODULE MANUFACTURER FOR SPECIFIC FIRE PERFORMANCE RATING INFORMATION.
- CHIKO 7 RAIL SYSTEM MAY BE MOUNTED USING ANY STAND-OFF HEIGHT TO MAINTAIN THE CLASS A FIRE RATING. ALWAYS CONSULT THE MODULE MANUFACTURER'S INSTALLATION INSTRUCTIONS TO ENSURE YOUR INSTALLATION IS IN COMPLIANCE WITH THEIR UL 1703 LISTING.
- THE RESULTS OF THE RACKING SYSTEM DO NOT IMPROVE A ROOF COVERING CLASS RATING.

ALL DOCUMENTATION CAN BE FOUND ON UL'S ONLINE DATABASE AS WELL AS CHIKO USA WEBSITE.

D1 RAIL FIRE RATING
SCALE: N.T.S.

D2 ROOF ATTACHMENT DETAIL
SCALE: N.T.S.



3

4

5



Agenda Item Abstract

File Number: 23-203

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

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

PURPOSE: The purpose of this item is for the Town Council to receive public comment on a request for voluntary annexation of three properties, 820 and 904 Homestead Road and 310 Lucas Lane. An ordinance annexing these properties into the Town limits is provided for the Town Council's use.

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

Voluntary annexation is controlled by provisions in 160A-29 through 160A-58.90 of the N.C. General Statutes. Pocket questions related to this request are included in *Attachment D*.

INFORMATION:

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

- 1) 820 Homestead Road PIN 9779 27 6844 (Parker Louis, LLC)
- 2) 904 Homestead Road PIN 9779 28 8116 (Parker Louis LLC)
- 3) 310 Lucas Lane PIN 9779 28 4165 (Parker Louis LLC)

The petition for annexation, which Town Clerk, Wesley Barker found to be complete and a map showing the properties is attached (*Attachments B and C*). The 9.7 -acre area to be annexed is contiguous to the Town's municipal boundary and currently does not contain any dwelling units. These properties are the focus of a conditional rezoning request under consideration by the Town Council. Up to 34 new residential lots for single-family, two-family, and accessory dwelling units are proposed.

The public hearing is being held in reference to the Town Council's acceptance of the petition for annexation and adoption of a resolution setting the public hearing. Published notice of the hearing occurred on May 26 and June 16, 2023.

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

RECOMMENDATION: The Town Manager recommends that the Town Council receive public comment on the requested annexation and the proposed rezoning and consider adopting the

Agenda Date: 6/27/2023
In Control: Town Council
Version: 1

File Type: Agendas

attached ordinance that annexes the 9.7-acre area (Orange County PINs 9779 27 6844, 9779 28 8116, and 9779 28 4165) located on the north side of Homestead Road (State Road 1777) just west of Claremont Drive (*Attachment A*).

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF CARRBORO, NORTH CAROLINA**

WHEREAS, the Carrboro Town Council has been petitioned under G.S. § 160A-31 to annex the area described below; and

WHEREAS, the Carrboro Town Council has directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the Carrboro Town Hall at 7:00PM on June 6, 2023 and June 27, 2023 after due notice by publication on May 26, 2023 and June 16, 2023; and

WHEREAS, the Carrboro Town Council finds that the petition meets the requirements of G.S. § 160A-31;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Carrboro, North Carolina that:

Section 1. By virtue of the authority granted by G.S. § 160A-31, the following territory is hereby annexed and made part of the Town of Carrboro as of June 6, 2023:

BEING ALL OF the 2.784 acre Lot 2A (PIN: 9779-27-6844), and that 4.319 acre Lot 2B (PIN: 9779-28-4165), as shown on the plat and survey entitled, "Minor Subdivision Lot 2-recombined, HOMESTEAD PARTERS, LLC," filed of record in Plat Book 125, Page 25, Orange County Registry, and all of that 2.811 acre Lot I-recombined (PIN: 9779-28-8116), as shown on the plat and survey entitled, "Exempt Recombination of Lots 1, 2, & 3 Homestead Partners, LLC", filed of record in Plat Book 120, Page 14, Orange County Registry.

Section 2. Upon and after June 27, 2023, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Carrboro and shall be entitled to the same privileges and benefits as other parts of the Town of Carrboro. Said territory shall be subject to municipal taxes according to G.S. § 160A-58.10.

Section 3. The Mayor of the Town of Carrboro shall cause to be recorded in the office of the Register of Deeds of Orange County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. § 163-288.1.

Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the Town of Carrboro.

Adopted this ____ day of June, 2023 by the Carrboro Town Council:

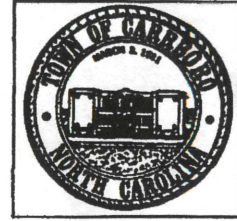
ATTEST:

Wesley Barker
Town Clerk

Damon Seils
Mayor

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 9779 276844. THE BOUNDARIES OF SUCH TERRITORY ARE AS SHOWN ON THE METES AND BOUNDS DESCRIPTION ATTACHED HERETO. 9779 288116
9779 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 ~~2.5~~ 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

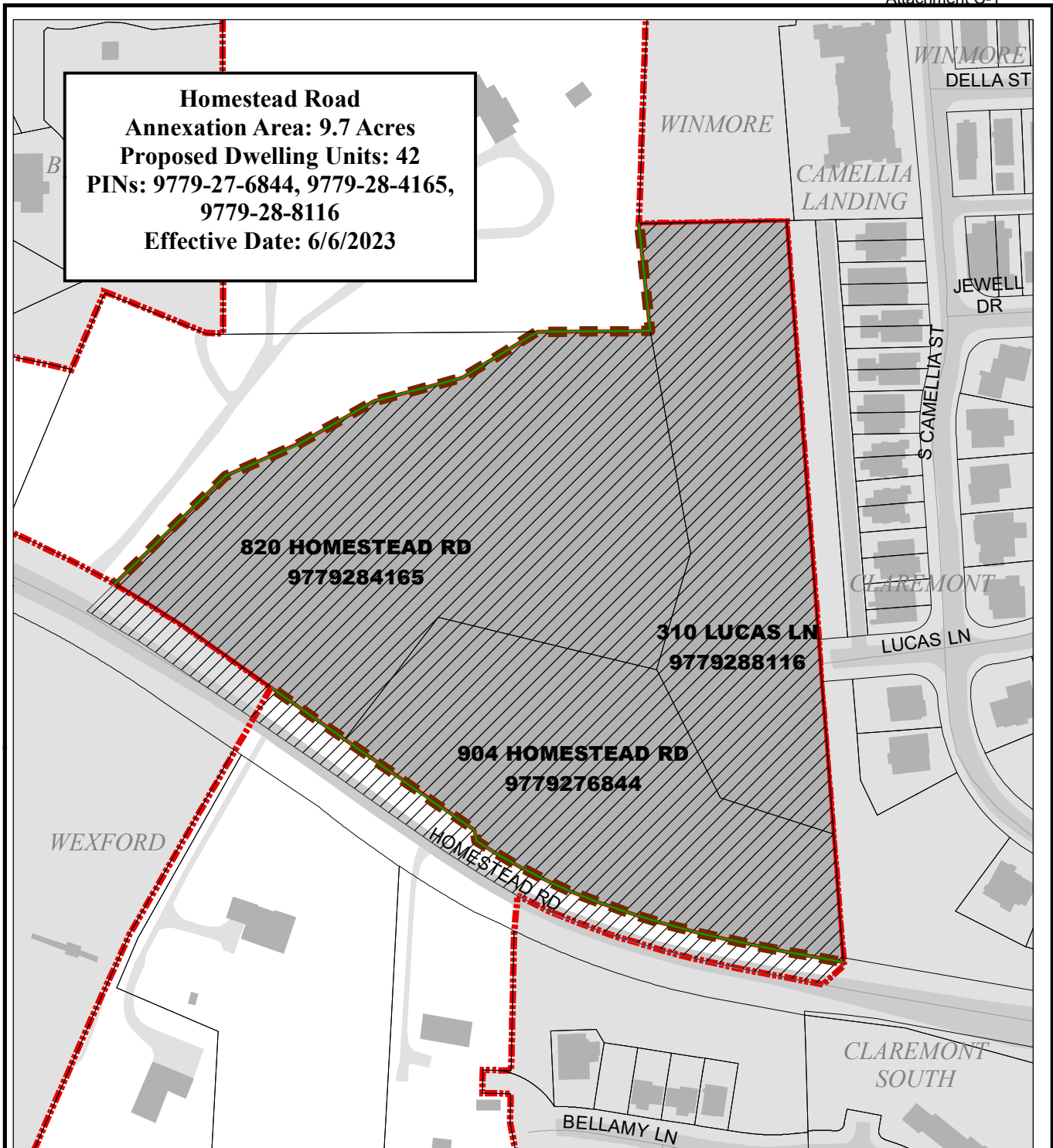
ATTEST: Paul J. McGinnis

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 8th day of May, 20 23.

TOWN CLERK: Wesley Barker

Digitally signed by: Wesley Barker
DN: CN = Wesley Barker email = wbarker@carboronc.gov C =
US O = Town of Carrboro OU = Town Clerk's Office
Date: 2023.05.08 10:46:36 -0400



TOWN OF CARRBORO
 301 W. Main St.
 Carrboro, NC 27510
 Printed May 23, 2023

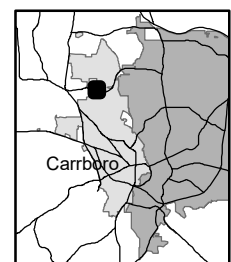
0 45 90 180 Feet

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

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

Homestead Road: Proposed Annexation and Proposed R-3-CZ Rezoning

- New City Limits Boundary
- ▨ Rezone
- Annexation Boundary
- City Limits
- Carrboro



Racial Equity Pocket Questions - Public Hearing on Annexation of Property Contiguous to Town Limits

What are the racial impacts? 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 subject property is not in a high poverty or distressed area. There are currently no persons residing on the property that is the subject of a petition for voluntary annexation and a related petition to amend the zoning map for the same property. Decisions to annex property occurs after a public hearing is held, with notice provided via publication in a local newspaper. 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. In all cases, only petitions for voluntary annexation can be considered, meaning the property owners have requested the action.

Who is or will experience benefit? Properties annexed into the Town limits receive Town services and are responsible for Town property taxes. Residents are eligible to vote in local elections, to run for office, and to participate fully as resident members of advisory boards and commissions. If a local fire district has provided fire service, the town compensate the local fire district with a prorated share of any debt that remains.

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 and public hearings and decisions, 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 location of a property might result in higher than normal cost of services and exceed the benefit to the rest of the community of the additional tax revenue.



Agenda Item Abstract

File Number: 23-201

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Continuation of Public Hearing for Conditional Rezoning at 820 and 904 Homestead Road and 310 Lucas Lane

PURPOSE: The purpose of this item is for the Town Council to continue to receive public comment and to deliberate on a request to rezone three contiguous parcels located at 820 and 904 Homestead Road and 310 Lucas Lane.

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, herman@broughlawfirm.com <<mailto:herman@broughlawfirm.com>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

The Town Council must hold a legislative public hearing for the consideration of a zoning map amendment. The Town Council is required to adopt a statement of consistency as part of its decision.

INFORMATION: At the June 6, 2023 Town Council meeting, the Council opened a public hearing to consider a request from Parker Louis, LLC, (Adam and Omar Zine) to rezone three contiguous parcels on the north side of Homestead Road, 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) including a combination of approximately 27 single-family homes and 15 multi-family homes. (Agenda materials may be found at the following link: [June 6, 2023 Town Council Meeting <https://carrboro.legistar.com/MeetingDetail.aspx?ID=1088374&GUID=E6BA5215-7EB5-4A18-9345-5C04B893511C&Options=info|&Search=>](https://carrboro.legistar.com/MeetingDetail.aspx?ID=1088374&GUID=E6BA5215-7EB5-4A18-9345-5C04B893511C&Options=info|&Search=>)). The subject properties are shown more specifically in the table below and in the attached vicinity map. (*Attachment E*).

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

Approximately twenty-five residents spoke during the comment portion of the public hearing, including the petitioner, Omar Zinn. The Council requested additional information on a number of topics to assist with its deliberation (*Attachment A & Attachment B*). Information will also be provided at the meeting as part of the staff presentation.

Application materials submitted by the applicants are provided as (*Attachments G-1 through G-4*). A revised draft rezoning ordinance has been provided and includes an updated list of draft conditions (*Attachment B*). It is anticipated that the conditions may be further refined during the public hearing process. The final list of conditions must be mutually agreed upon by the Town and the applicants. The Town Council must receive public comment before deciding on the rezoning request. The proposed map amendment was presented at the Joint Advisory Board meeting on May 4, 2023. Comments from the Planning Board, Affordable Housing Advisory Commission, Transportation Advisory Board, and Stormwater Advisory Commission are provided (*Attachment I*).

Should the Town Council approve the rezoning, the Zinns would follow with an application for a Special Use Permit-A. The illustrative site plan provided as a condition of the rezoning would be binding, and dictate the design for the subsequent SUP-A. As noted in the conditions for the draft ordinance for the rezoning (*Attachment D*), certain elements of the project would be determined as part of the rezoning and other elements would be determined as part of the SUP plans which include much more detail to ensure compliance with the Land Use Ordinance. As such, certain elements of the project such as the completion of the full stormwater management design for the project are required as part of the SUP review process. The applicants have also submitted a petition for voluntary annexation, which is being considered as part of a separate agenda item.

FISCAL IMPACT: Public hearings involve staff and public notice costs associated with advisory board and Town Council review. 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.

RECOMMENDATION: The Town Manager recommends that the Town Council receive public input and consider whether the proposed rezoning to R-3-CZ is consistent with Town plans and policies as well as the advancement of the public health, safety and welfare. A resolution for consistency (*Attachment C*) and a draft ordinance for the map amendment (*Attachment D*) are provided.



TOWN OF CARRBORO

NORTH CAROLINA

TRANSMITTAL

PLANNING DEPARTMENT

DELIVERED VIA: ☐ HAND ☐ MAIL ☐ FAX ☒ EMAIL

To: Richard White, Town Manager
Mayor and Town Council

From: Tina Moon, Planning Administrator

Date: June 22, 2023

Subject: Responses to June 6th Questions and Comments about the Conditional Rezoning Proposal for 820 & 904 Homestead Rd and 310 Lucas Lane

On June 6, 2023, the Town Council opened a public hearing to consider a conditional zoning for three contiguous properties along the north side of Homestead Road, 820 and 904 Homestead Road and 310 Lucas Lane. After receiving public comment, the Council summarized its discussion and requested follow up information on a number of items. The purpose of this memorandum is to provide responses to those items. The seventeen items noted by staff are listed below. Items directed toward staff include a response directly below the comment, in italics. Items that require a response from the applicant are identified accordingly, and the response is provided in a separate attachment prepared by the applicant (*Attachment B*).

1. Would the applicant consider a condition to increase the stormwater management plan to a 50 or 100-year storm?
Applicant response.
2. Provide responses to all of the advisory board and commission comments, particularly comments from the Stormwater Advisory Committee (SWAC) and Transportation Advisory Board (TAB).
Applicant response.
3. Provide more information about the potential for additional traffic impacts generated by the development, including impacts to the adjacent neighborhood.
Applicant response.
4. Would the applicant consider providing a payment in-lieu of providing [any] affordable housing units?
Applicant response.

5. Would the applicant consider the recommendation from the SWAC to incorporate pervious pavement into the project?

Applicant response.

6. The Council may wish to review the Connector Roads Policy.

A discussion of the Connector Roads Policy could be scheduled for a future work session, if desired.

7. Provide more information relating to the street standards, particularly the dimensions for street width, for this type of development (acreage/number of units) and the street requirements in the Fire Code.

The streets are designed to meet the subcollector standards: 50-foot right-of-way, and 26-foot pavement width, with sidewalks on both sides. Additional information from the Fire Chief Will Potter follows:

The Town of Carrboro and Carrboro Fire-Rescue Department currently enforces the 2018 North Carolina State Building Code: Fire Prevention Code as adopted by the Carrboro Town Council. The Fire Prevention Code identifies requirements for Fire Apparatus Access Roads in Chapter 5 and Appendix D. Fire Department Access Roads are required to be a minimum of 20 feet in width generally and 26 feet in width in certain situations as outlined in Chapter 5, Section 503.2.1. This is to allow for ingress and egress by fire apparatus. The roads are in compliance with the fire code as presented, and the width cannot be reduced based on fire apparatus access road requirements. In addition, any traffic calming measures are required by Chapter 5, Section 503.4.1 to be approved by the fire code official to ensure that impacts to emergency vehicles are minimized. Appendix D, Section D107.1 requires that developments of more than 30 one- or two-family dwelling units be provided with two separate and approved fire department access roads. The code also requires that the access roads be remote from one another. To meet this requirement, the connector road to Lucas Lane must be completed. Chapter 5, Section 503.4 requires that fire apparatus access roads not be obstructed. As such, bollards or other obstructions would not be permitted.

8. If Lucas Lane is constructed with a vehicular connection to the adjoining street in Claremont, is there a way to collect traffic count data at boundary line where the two neighborhoods meet?
Lucas Lane currently provides driveway access to 14 homes. To understand the change in trips from the existing condition to a post-development condition, traffic count data can be taken near the intersection of Lucas Lane and S. Camellia Street. Traffic count data is normally collected when both the Chapel Hill-Carrboro City Schools and UNC-Chapel Hill are operating under full schedules. The earliest counts would typically be scheduled in the second week in September. Similar counts would be scheduled after construction was complete to provide a comparison to the existing condition.
9. Can the speed limit for the streets in Claremont and Winmore be more consistent?
Yes. In 2018, the Town Council adopted Town Code amendments relating to speed limits in Claremont and Winmore, setting the speed limit to a consistent 20 mph throughout. It appears that the street signs were not updated to reflect the change. Public Works has been notified and staff is in the process of replacing the speed limit signs.

10. Is there a way to expedite the residential traffic calming request process?

The Comprehensive Plan speaks to possible ways to restructure the residential traffic calming program in Goal 2, Strategy 2.2(E) of the Transportation and Mobility Chapter. Possible strategies include: creating an annual schedule for submitting traffic calming requests, developing a town-wide systematic approach to assessing traffic conditions, revising the process to collect data before the petition phase, and/or working with NCDOT to set up processes for requesting speed limit reductions. A racial equity lens is also under review for this process and is expected to inform any proposed revisions.

11. Can staff provide a clear timeline relating to the Claremont South Bond situation? Staff is preparing a slide showing the development process and timing of the transfer of stormwater control measures (SCM) to the homeowners to share at the meeting.

12. Is there a way to add an additional condition relating to the work on the Claremont (North) stormwater system?

No. The Town cannot attach a condition to this project to require work on another site. The existing condition and maintenance requirements of the Claremont North stormwater system is not related to this rezoning request.

13. Can additional EV chargers and rapid EV chargers be included into the project? Can they be provided as an option for homebuyers?

Applicant response.

14. Can the developer provide opportunities for solar as an option for homebuyers?

Applicant response.

15. The project appears to encroach into the stream buffer, is this the case?

Applicant response.

16. Does Lucas Lane have bike lanes?

No. Lucas Lane is designed to meet the subcollector standards: 50-foot right-of-way, and 26-foot pavement width, with sidewalks on both sides. This street does not include space for bike lanes. Sharrows can be added as part of the pavement markings to emphasize that the street is a shared space for use by bicycles as well as other vehicles.

17. A holistic analysis of the town standards for stormwater is needed. Should the standards be increased?

The examination of the town stormwater requirements is a project in the project report. Please see: [Current Town Projects \(arcgis.com\)](https://arcgis.com)

June 19, 2023

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

Reference: Preliminary Erosion and Stormwater Control Measure Selection Process
Residential Neighborhood at 902-904 Homestead Road
Carrboro - North Carolina
The L.E.A.D.S. Group, PA Project Number: 1-22-1011

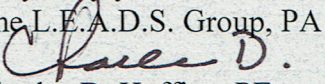
Gentlemen:

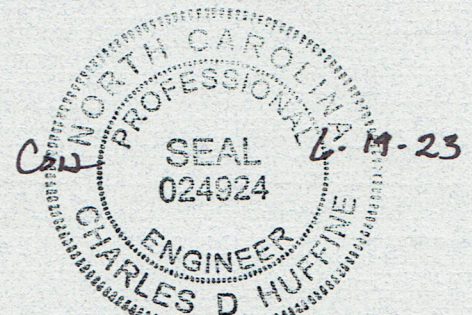
The L.E.A.D.S. Group, PA is working on the development plans for the Homestead Neighborhood. Based on current concept plans, 42 residential dwelling units are proposed to be served by public streets and sidewalks with portions of the attached dwellings served by alleys. The property proposed for development consists of approximately 9.0 acres of which approximately 3.5 acres are proposed as impervious cover.

The developable portion of the property is situated on a slight ridge which divides the site into two distinct stormwater drainage sub basins. If the proposed project is determined to be feasible, construction plans detailing all facets of the site development work will be created and submitted to the different local and state regulatory agencies for permitting. The Town of Carrboro and Orange County, respectively, have defined stormwater and sedimentation control plan criteria for development projects. These agencies will review plans and issue individual construction permits, if acceptable, for both sedimentation and stormwater control.

Based on preliminary conceptual planning, the site development will propose two temporary sedimentation control basins to be constructed at the start of the project, remaining in place throughout all construction phases. Permitting requirements will call for these basins to be maintained, cleaned out from time to time, and inspected during all site development activities. Upon completion of site construction, and after the site is stabilized, roads are paved and most of the homes are built, the sedimentation basins which served to control sediment will be converted to permanent stormwater control measures. These permanent measures will remain in place for the life of the project, will be commissions to the homeowner's association for operation. These measures will be subject to annual inspections and any required periodic maintenance in perpetuity.

The L.E.A.D.S. Group, Pa appreciates the opportunity to provide our services to you on this project. Please feel free to contact us if you should have any questions regarding this information.

Very truly yours,
The L.E.A.D.S. Group, PA

Charles D. Huffine, PE
NC Reg. No. 24924



LAND ENGINEERING AND DEVELOPMENT SERVICES

June 19, 2023

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

Reference: Estimate of Traffic Increase
Residential Neighborhood at 902-904 Homestead Road
Carrboro - North Carolina
The L.E.A.D.S. Group, PA Project Number: 1-22-1011

Gentlemen:

The L.E.A.D.S. Group, PA is working on the development plans for the Homestead Neighborhood. Based on current concept plans and a review ITE trip generation rates for residential uses, the following information is presented:

Based on a trip generation rate of 10 trips per residential dwelling unit per day, and a proposed 42 dwelling unit count, Avery conservative generation of traffic is estimated at 420 trips or less per day.

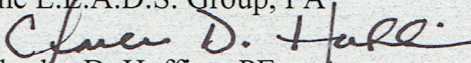
The proposed connectivity between Homestead Road and Lucas Lane will provide an additional outlet for existing residential properties in the area, provide for the required emergency vehicle interconnectivity and complete the termination of Lucas Lane from its current dead end configuration.

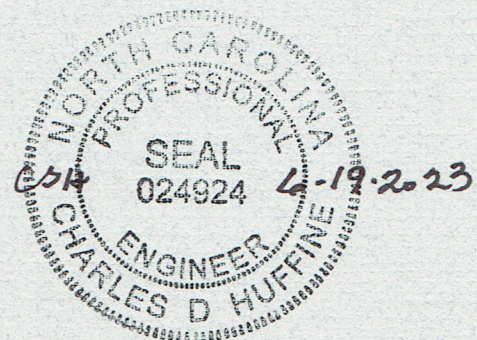
The location of the proposed neighborhood streets within the development area are based on existing conditions at Lucas Lane and the horizontal geometry in Homestead Road.

Alley fed lots internal to the neighborhood will have access from the extension of Lucas Lane running north adjacent to the overhead power lines.

The L.E.A.D.S. Group, Pa appreciates the opportunity to provide our services to you on this project. Please feel free to contact us if you should have any questions regarding this information.

Very truly yours,
The L.E.A.D.S. Group, PA


Charles D. Huffine, PE
NC Reg. No. 24924



Advisory Board Comments

Planning Board

1. Project should provide traffic calming to slow traffic.

Shown on plans

2. Project should provide full vehicular connectivity at Lucas Lane connection to Claremont for access, public safety, and service delivery.

Shown on plans. Council members will decide if there is connectivity,

3. Planning Board recommends that the project include greater density, a larger proportion of multi-family residences, and/or accessory dwelling units shall be allowed on any lots than back up on open space.

We have added the possibility of additional ADU's

4. Rear setbacks for lots should be zero to accommodate accessory dwelling units.

Agreed and this will be the case

TAB

5. Consider narrower street widths to prompt slower vehicle speeds in the neighborhood.

Not possible for fire access

6. The TAB is concerned with the language in Condition 6 that the term "cost prohibitive" is too vague and should be further defined.

There is a significant drop off and the only feasible possibility for pedestrian access is an elevated access for a portion of the sidewalk

7. The TAB is concerned with sightlines for westbound traffic on Homestead Road approaching the proposed new intersection. Specific concerns relate to vehicles turning left both into, and out of, the proposed development. The TAB ask that the applicant address those concerns.

The appropriate 10x70 sight triangles will be applied to the intersection of Lucas Ln with Homestead Rd.

8. All infrastructure intended for bicyclists and pedestrians, including the boardwalk, should also be constructed to meet mobility needs of those in wheelchairs or using mobility aides.

Accessibility standards will be adhered to in the design of the project including sidewalks, crossings, and access ramps. It will be subjected to the review and approval of the town of Carrboro technical

review staff.

9. In agreeance with Condition 5 the TAB recommends adhering to the Town's connector roads policy.

Shown on plans

AHAC

10. Noting the density reduction from earlier plans – Since the project does not include the affordable housing expectation in the Land Use Ordinance of allocating 15% of the total number of units that remain affordable to households whose annual gross income equals 80% of the median gross annual income, does this rezoning commit the developer to higher density as outlined, or can they further reduce the density?

We are increasing the number of ADU's based on feedback from advisory boards

SWAC

11. We recommend requesting additional justification beyond cost why permeable surfaces cannot be used for parking (see recent proposed use of permeable pavement in conceptual plans for South Green).

South Green is a contact dense development which will mostly likely use large collector basins underneath the pavers. In a single family development each permeable surface is unable to have a sub basin and the water would need to ultimately have somewhere to outlet downhill. This is not feasible in a single family setting. The bio-basins filter and hold all water prior to outlet.

12. The developer did not address the SWAC's request to incorporate green stormwater infrastructure and hydrograph matching in stormwater design.

We are using best practices and an accepted standard of stormwater design. There will be bioponds that will be designed at the construction phase of the project.

13. Recommend that the developer keep the disturbed area and all platted lots out of stream buffers.

No work is proposed within zone 1 of the stream buffer

14. Recommend providing a recreation opportunity that maintains the forested nature of the land. We support the developer's proposal to explore a wooded path for exploration and movement.

This project proposes development on only 3 of its 9.7 acres

15. Install signs for SCMs informing the public of their purpose and requirements. Given the number of SCMs constructed by this developer, there is an opportunity to educate the public about stormwater.

Good idea

16. We continue to recommend that the developer use vegetation native to the Piedmont particularly

along the stream buffer.

We will comply with the LUO.

17. We recommend that the board assure that any development project by any developer is done after the developers other projects are meeting stormwater performance milestones.

Individual projects are bonded and required to meet performance standards set by the town.

18. Recommend that any bond required by the town for stormwater infrastructure include stormwater infrastructure constructed onsite and any stormwater infrastructure downstream that receives runoff from the development is included in the bond.

Bonds are required and enforced on existing projects. The conformity to both sedimentation control and stormwater runoff are day-to-day items enforceable under permits required for specific projects

19. Recommended that SCMs be designed for the 50 year event given the unique hydrologic conditions of the site and the density of existing stormwater controls downstream.

We are adhering to the recently increased 25 year storm standards. There is not enough allowable space on this small parcel of land to provide 50 year storm ponds. This would encroach into additional buffers and require additional clearing(see next request below). We are using 3 acres of land for development out of a total 9.7 acres.

20. Recommend that the developer minimize tree removal to the extent possible.

Tree removal is always minimized in an effort to preserve perimeter buffers, existing canopy, and reduce project costs.

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

WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: AN ORDINANCE AMENDING THE CARRBORO ZONING MAP TO REZONE APPROXIMATELY 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).

NOW, THEREFORE, the Town Council of the Town of Carrboro Resolves:

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

_____ *Consistent* with the Town of Carrboro 2022-2042 Comprehensive Plan, *Carrboro Connects*, particularly the strategies described below:

- Affordable Housing Strategies to increase the number of size limited homes for purchase or rent and to preserve and expand opportunities for missing middle housing (Strategy 4.4);
- Crosscutting strategies to expand opportunities for accessory dwelling units Affordable Housing Strategy 3.1 and Land Use Strategy 2.3.
- Transportation Strategies Maps and Bike Plan recommendations for a shared use path along Homestead Road and an intersection improvement at Stratford Road and Homestead Road;
- Land Use Strategies to pursue updates to the LUO and zoning maps to provide greater densities in areas prioritized for growth, particularly along corridors identified in Strategy 8.1 and small area plans as part of implementation of the comprehensive plan under 2.8. Continue to increase residential density in Transition Area 1 and along key transportation corridors in a way that is compatible and interconnects with existing neighborhoods.
- Rogers, Homestead and Old 86 Corridor Recommendations (see page 152)
 - Opportunity 4. Extend Chapel Hill Transit along Homestead Road and Old NC 86 to extend service to this section of Carrboro as the demand for transit increases.
 - Opportunity 5. Plan for bicycle facilities to serve the Homestead Road Corridor and development on both sides of Old 86.

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

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

Changed circumstance(s):

Amendment to current adopted plan:

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

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

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

Section 4. This resolution becomes effective upon adoption.

Adopted by the Carrboro Town Council this the 27th day of June 2023.

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 06-21-2023

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 illustrative site plan labeled “Carrboro Homestead Zoning Concept - Rezoning Exhibit for 820 & 904 Homestead Road and 310 Lucas Lane,” dated _____ is approved and incorporated herein to indicate all potential land uses, the general location of buildings and parking areas including parking spaces with EV charging stations, vehicular and bicycle-pedestrian access points, circulation patterns, stream buffers, stormwater control areas, areas of preserved trees and other landscaped areas, and the location of proposed recreational facilities. 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 final number of residential uses by type, the location of on-street parking, 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 development shall contain between 36 to 56 dwelling units. This includes a maximum of 44 primary dwelling units consisting 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), and up to 12 accessory dwelling units, 1.220 (detached or accessory apartments).
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 a 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 applicant shall dedicate a 30-foot wide public trail easement directly adjacent to the NCDOT right-of-way for Homestead Road to the Town at the time that the final plat is recorded.
7. The project shall include the construction of a 5-foot wide sidewalk or its function equivalent, such as a raised boardwalk, within the dedicated easement such that it can be widened to 10 feet in the future by the Town. The sidewalk shall connect to the existing sidewalk just east of the project, at Claremont.

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

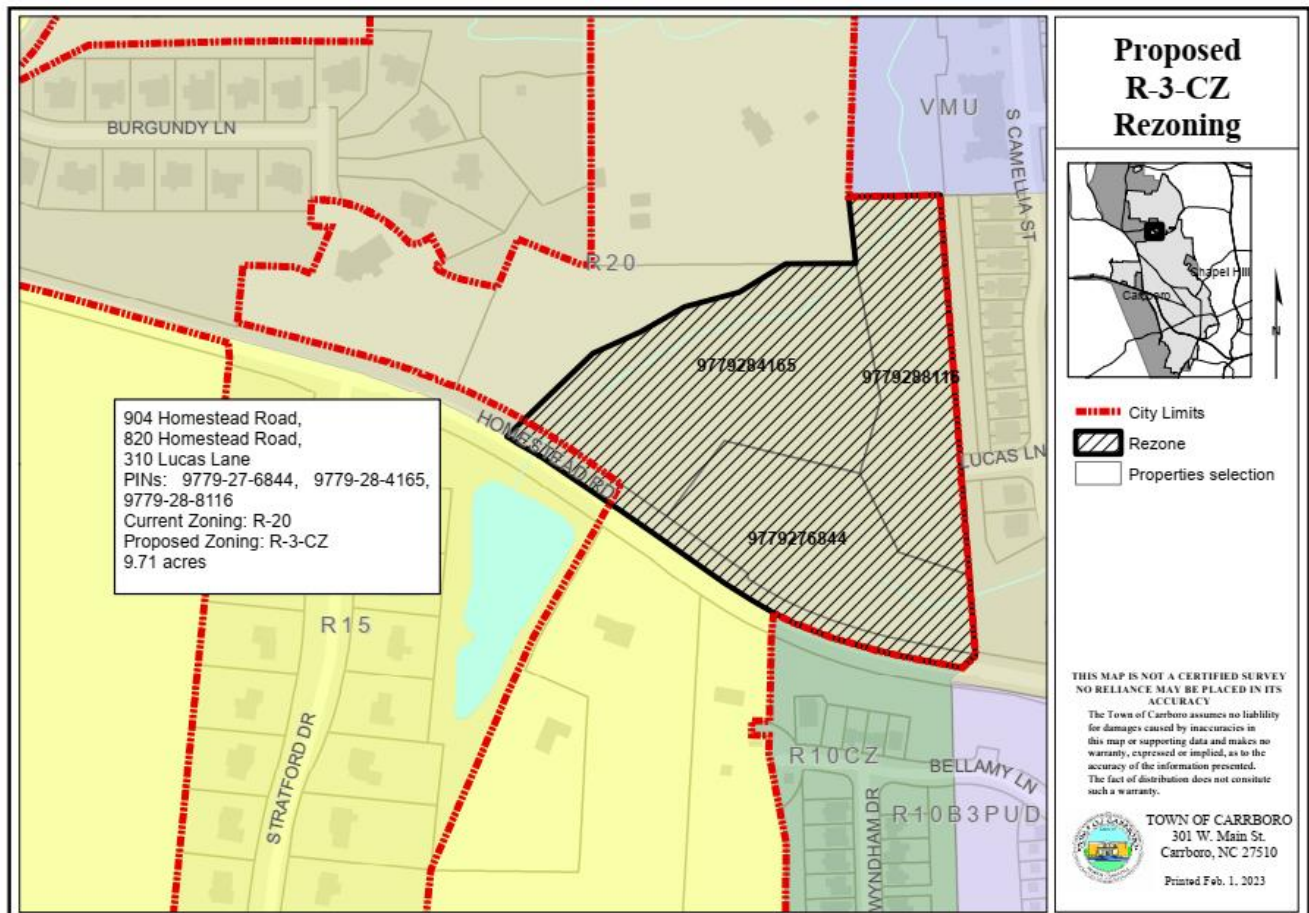
SECTION 3. This ordinance shall become effective upon adoption.

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

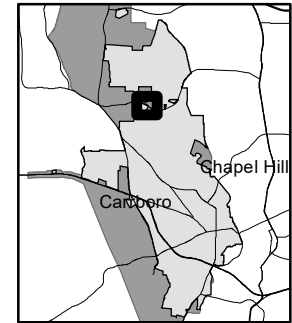
AYES:

NOTES:

ABSENT OR EXCUSED:



Proposed R-3-CZ Rezoning



- City Limits
- Rezone
- Properties selection

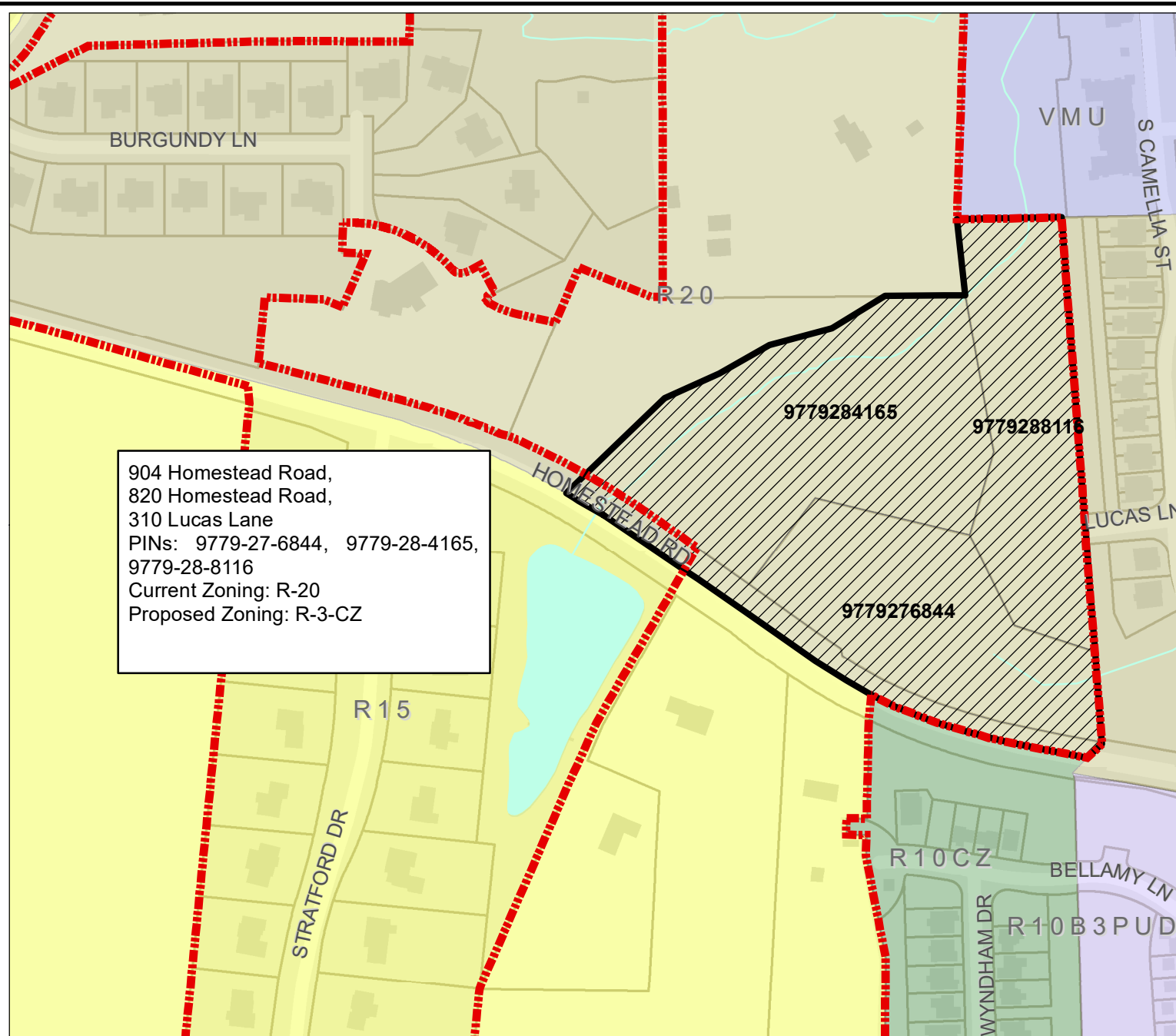
**THIS MAP IS NOT A CERTIFIED SURVEY
NO RELIANCE MAY BE PLACED IN ITS
ACCURACY**

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



STAFF REPORT SUMMARY

Proposed Rezoning for Property at 820, 904 Homestead Road & 310 Lucas Lane



The Town has received request to rezone approximately 9.7 acres of property along the north side of Homestead Road, adjacent to Claremont, for the purpose of developing an Architecturally Integrated Subdivision (AIS) including single- and multi-family homes. The current zoning allows for 21 homes; the applicants are seeking to increase the maximum number of homes to 44, with the possibility of up to 4 future accessory dwellings (ADU). The proposal includes two points of access, a direct entrance onto Homestead Road and a second, internal connection, to Lucas Lane.

In order for the project to advance, a rezoning is needed to increase the allowable density. The applicants are seeking a conditional rezoning, which involves the submittal of a site plan, sample building elevations, and other conditions that would be binding to the approval. Before making a decision on a rezoning, the Town Council must hold a public hearing. Map amendments are legislative decisions. Members of the Town Council can engage in conversations with applicants and members of the public about a proposed amendment.

When considering an amendment, the Town Council must adopt a statement as to whether the proposal is consistent or inconsistent with the Town of Carrboro 2022-2024 Comprehensive Plan, and whether it advances the public health, safety or welfare.

If the Town Council approves the conditional rezoning, an application for a special use permit-A would follow, and would involve another a public hearing process. However, the site plan and other conditions approved with the rezoning would remain binding. The opportunity to have meaningful input on the design of the project occurs as part of the rezoning process.

A public hearing on the proposed rezoning has been set for Tuesday, June 6, 2023 in the Town Hall Board Room, beginning at 7:00 PM or as soon thereafter as it can be heard.



TOWN OF CARRBORO

NORTH CAROLINA

TRANSMITTAL

PLANNING DEPARTMENT

DELIVERED VIA: ☐ HAND ☐ MAIL ☐ FAX ☒ EMAIL

To: Richard J. White III, Town Manager
Mayor and Town Council

From: Tina Moon, Planning Administrator

Date: May 31, 2023

Subject: Request for Conditional Rezoning at 820 and 904 Homestead Road,
and 310 Lucas Lane

SUMMARY

The Town has received a petition from Adam and Omar Zinn, owners of Parker Lewis, LLC to rezone three contiguous parcels of land, along the north side of Homestead Road, from R-20 to R-3, Conditional, for the purpose of developing an Architecturally Integrated Subdivision (AIS) consisting of a combination of single family and multi-family units. The Town Council has set a public hearing date of June 6, 2023. Should the Town Council approve the rezoning, the applicants would follow with an application for a special use permit-A. The special use permit would involve a separate public hearing. The applicants have also submitted a request to voluntarily annex the property into the Town limits. The public hearing for the annexation is also scheduled for June 6th as part of a separate agenda item.



Figure 1. Image from Bing's Bird's Eye View of site.

PROJECT BACKGROUND/DESCRIPTION

In April 2022, Adam and Omar Zinn presented two concept plans to the advisory boards for a courtesy review of a proposed development project for property located along the north side of Homestead Road, adjacent to Claremont North. The site contains three contiguous parcels, 820 and 904 Homestead Road and 310 Lucas Lane, with a combined acreage of about 9.70 acres or 422,560 square feet. The property is currently zoned R-20 (residential, 20,000 square feet per dwelling unit). One of the concept plans included a proposal for 20 single-family homes, the other for 70 multi-family homes consisting of two-story duplex and triplex units. As there was initial support for the denser design

from some of the advisory boards, the Zinns submitted a petition to rezone the property to R-3-CZ (Residential, 3000 square feet per dwelling unit, Conditional) to advance the 70-unit proposal.

In August 2022, the Zinns held a neighborhood information meeting (NIM) (A summary of the NIM is provided in *Attachment E-4*). Following the NIM, the Zinns modified their proposal to reduce the total number of dwelling units to about 42 units. This included approximately 27 single-family homes and 15 multi-family units, with a maximum cap of 44 units, plus an opportunity for an additional 4 accessory dwelling units (ADU), sometime in the future, subject to all applicable regulations. The multi-family units are anticipated to be a combination of duplexes and triplexes. (Sample building elevations are provided as part of the applicant materials in *Attachment E-1*.) The Zinns presented their formal application to the advisory boards on May 4, 2023. Comments are provided (*Attachment G*).

With the exception of the modifications relating to the number and type of dwelling units, the overall design for the project has remained the same since the initial concept plan. The internal circulation pattern includes two intersecting streets in a triangular pinwheel design. The main entrance to the project is directly off of Homestead Road and a second internal access point connects to Lucas Lane in Claremont North. The area along the northern portion of the site has been identified as open space to remain in a natural state. The undisturbed buffer along Homestead Road is also noted on the illustrative site plan as a Town requirement.

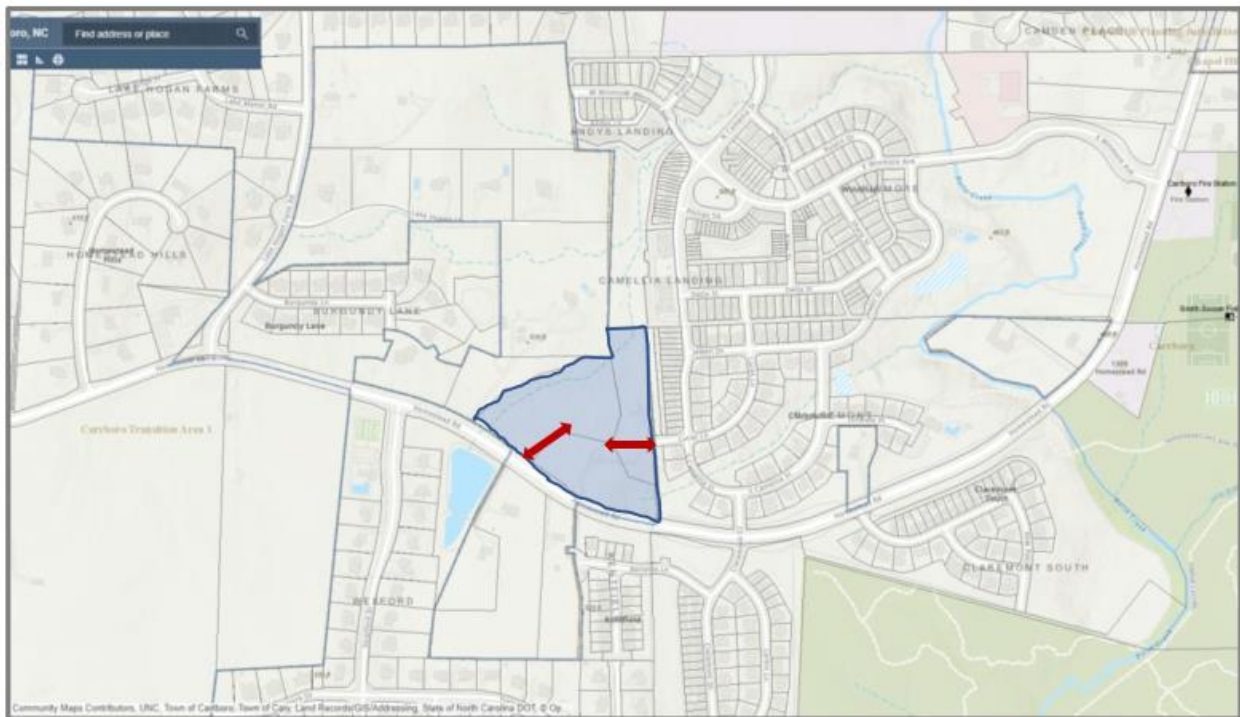


Figure 2. Vicinity map, showing the site outlined in blue. Approximate vehicular access point/street connections are shown with red arrows.

MAP AMENDMENT OVERVIEW

The process for amending the official Carrboro Zoning Map is described in Article XX of the Land Use Ordinance. The request would be considered a minor map amendment, in that it involves fewer than five parcels and less than fifty acres. The petition form includes four key questions for the applicant to answer: A) how is the proposed rezoning consistent with Town plans and policies, B) in

what way is the subject property particularly suited for the potential uses of the new district, C) how will the proposed rezoning affect the value of nearby buildings, and D) in what way does the rezoning encourage the most appropriate use of the land?

More specific information relating to conditional zoning is discussed in Section 15-141.4, of Article IX. As part of the application to rezone property to a conditional district (Section 15-141.4(d)) the applicant must submit a list of proposed conditions which may be in the form of written statements, graphic illustrations, or any combinations thereof, to be incorporated into the ordinance that rezones the property.

PETITIONERS/OWNERS

The petitioner for the rezoning request is Adam and Omar Zinn, owners of Parker Louis, LLC, 301 Montclair Way, Chapel Hill, North Carolina.

DESCRIPTION OF THE AREA

The subject properties are located on the north side on Homestead Road. East of Burgundy Lane and west of the Claremont North subdivision with a proposed connection at Lucas Lane. The site is currently undeveloped.

Address	PIN	Existing Zoning	Proposed Zoning	Acres
820 Homestead	9779-28-4165	R-20	R-3-CZ	4.32 (approx. 188,179 sqft.)
904 Homestead	9779-27-6844	R-20	R-3-CZ	2.78 (approx. 121,097 sqft.)
310 Lucas Lane	9779-28-8116	R-20	R-3-CZ	2.61 (approx. 113,692 sqft.)
Total				9.71

ADJACENT ZONING & LAND USES

An excerpt from the Zoning Map shows the subject property and the surrounding properties. Surrounding properties include mostly single-family homes in all directions as well as some undeveloped land immediately to the east. The northeast corner of the property is in close proximity to The Landings at Winmore apartments. Winmore is zoned Village Mixed Use (VMU), which is based on R-10, while other adjacent properties on the north side of Homestead Rd are zoned R-20. The Wexford neighborhood located along the south side of Homestead Road is zoned R-15. Kentfield is zoned R-10 CZ and the residential zone for Claremont South is R-10. Lake Hogan Farms lies slightly further to the northwest of the properties. The density for the R-10 district is 10,000 square feet per dwelling unit.

COMPARISON OF ZONES

Subsection 15-135(a) of the Land Use Ordinance includes descriptions of the residential zoning districts. Both zoning classifications, the existing district R-20 and the proposed district R-3-CZ are residential in nature and described by ordinance as follows: The purpose of each of the foregoing residential districts is to secure for the persons who reside there a comfortable, healthy, safe, and pleasant environment in which to live, sheltered from incompatible and disruptive activities that properly belong in non-residential districts. The primary difference between the districts is the permissible density. The Table of Permissible Uses lists all of the permitted uses for each district. If approved, the Zinn proposal would

be limited to the uses listed on the illustrative site plan relating to single-family, multi-family and accessory dwellings.

The Table of Permissible Uses may be found here:

<http://www.townofcarrboro.org/DocumentCenter/View/691/Article-X-Permissible-Uses-PDF-with-table>

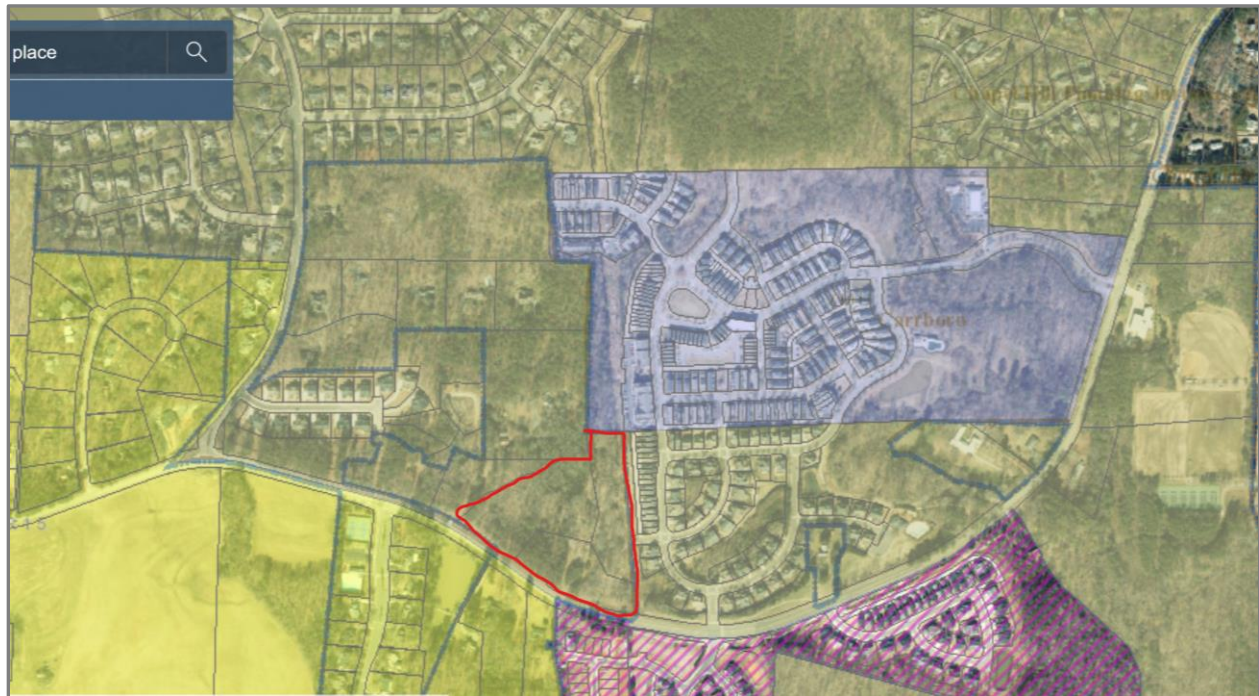


Figure 3. Vicinity map showing the subject property, outlined in red, within the surrounding neighborhood. The zoning districts are shown in different colors.

In addition to the permissible uses and density parameters, the illustrative site plan (rezoning exhibit) also delineates the proposed layout for the project—including the general location and size of buildings, stormwater management features, open space and recreation facilities, on-site parking spaces, and building setbacks (Attachment E-2). A draft list of conditions for the rezoning is also provided as part of the rezoning ordinance (Attachment B). Conditions for conditional zonings are linked to the rezoning, must be mutually accepted by the Town and the applicant, and will be binding. If the rezoning is approved the applicant would follow with an application for a special use permit-A. The permit application will require a greater level of detail than the rezoning exhibit and another public hearing, but the overall design must remain consistent with the illustrative site plan approved as part of the rezoning. The SUP-A process also includes the more detailed review of the project, including the technical review of the stormwater management plan.

ANALYSIS

As noted above, the conditional zoning mechanism allows for the approval of a site specific development plan and conditions tailored to the individual project. If approved, the conditions become binding to the rezoning and subsequent permit. The development would be restricted to the proposal shown on the illustrative site plan, which is the equivalent of about R-7.5 or 7,500 square feet per dwelling unit.

Consistency with Adopted Plans/Policies (Expand-transitional area/future land use map)

The Carrboro 2022-2042 Comprehensive Plan, *Carrboro Connects*, provides goals, strategies, and projects that are expected to guide the Town's growth and development. In the Petition for Change of Zoning the petitioners have provided responses to support their assertion that the proposed zoning map amendment is consistent with the Town's adopted plans and policies. Staff has identified the following sections of the Comprehensive Plan that appear to be relevant to the request.

Carrboro Connects**Affordable Housing**

- The applicant has identified a commitment to provide some small homes that may contribute toward missing middle housing. Whether the units will be for purchase or rent has not yet been determined, but it is anticipated that the units will be available for purchase.
- Strategies to increase the number of size limited homes for purchase or rent and to preserve and expand opportunities for missing middle housing (Strategy 4.4).

Crosscutting Strategies - Affordable Housing/Land Use

- Strategies to expand opportunities for accessory dwelling units Affordable Housing Strategy 3.1 and Land Use Strategy 2.3.

Land Use

- Land Use Strategies to pursue updates to the LUO and zoning maps to provide greater densities in areas prioritized for growth, particularly along corridors identified in Strategy 8.1 and small area plans as part of implementation of the comprehensive plan under 2.8. Continue to increase residential density in Transition Area 1 and along key transportation corridors in a way that is compatible and interconnects with existing neighborhoods.

Transportation & Mobility

- Transportation Strategies Maps and Bike Plan recommendations for a shared use path along Homestead Road and an intersection improvement at Stratford Road and Homestead Road;
- Rogers, Homestead and Old 86 Corridor Recommendations (see page 152)
 - Opportunity 4. Extend Chapel Hill Transit along Homestead Road and Old NC 86 to extend service to this section of Carrboro as the demand for transit increases.
 - Opportunity 5. Plan for bicycle facilities to serve the Homestead Road Corridor and development on both sides of Old 86.

CONSIDERATIONS/SUMMARY COMMENTS

- Adopted policies support the establishment of conditional districts.
- The conditional district process (legislative action for the rezoning) is expected to mitigate the associated impacts of the additional density requested as part of this development.
- Town policies acknowledge an interest and need for a diverse mix of housing options, particularly for rental/ownership units serving the missing middle to populations earning less than 80% AMI, and/or for homes of difference sizes and price points. Per the 2023 figures from HUD, the medium income for the household of 4 = \$116, 200. 80% AMI - \$80,900.

- The applicants have expressed a preference to provide units that meet the small homes provisions rather than provide permanently affordable units, or a payment in-lieu of affordable units, or some combination.
- The site's location provides connections to existing neighborhoods within reasonable distances for walking, biking.
- The applicant identified policy provisions appear to be consistent with the request.

ACTION REQUESTED

Staff requests that the Town Council receive public comment and consider the request to rezone the three properties at 820 and 904 Homestead Road and 310 Lucas Lane to R-3-CZ.

RELEVANT ORDINANCE PROVISIONS

The LUO describes the steps for the Council when adopting or rejecting any zoning map or text amendment, as noted in the excerpt below from Section 15-324.

The Council shall adopt a statement describing whether the action is consistent or inconsistent with an adopted comprehensive plan.

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.

A plan amendment and zoning amendment may be considered concurrently.

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.

Section 15-325 of the LUO specifies that when considering an amendment, the central issue before the Town Council is “whether the proposed amendment advances the public health, safety or welfare.” The Council is obligated to disregard advantages or disadvantages to the individual requesting the change and must consider the impact of the proposed change on the public at large.

Please also note the expanded conflict of interest provisions adopted as part of 160D, which extends the conflict of interest to include familial, business, or other associational relationships.

Relevant excerpts from Land Use Ordinance articles IX and XX are provided as Attachment H.

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.

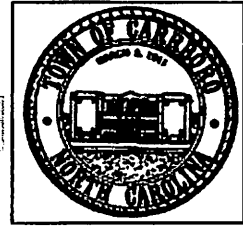
Currently we are not proposing any conditions other than the standard condition to link the rezoning to the subsequent Conditional Use Permit. We are happy to consider other conditions as this project moves through the approval process. As shown on the attached (Rezoning Exhibit R-20 to R-3/R-3CZ), we 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-23/R-30 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**

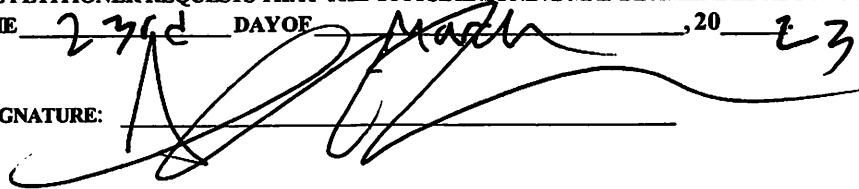
(b) In what way is the property proposed for rezoning peculiarly/particularly suited for the potential uses of the new district?

(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 LanePetition 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:

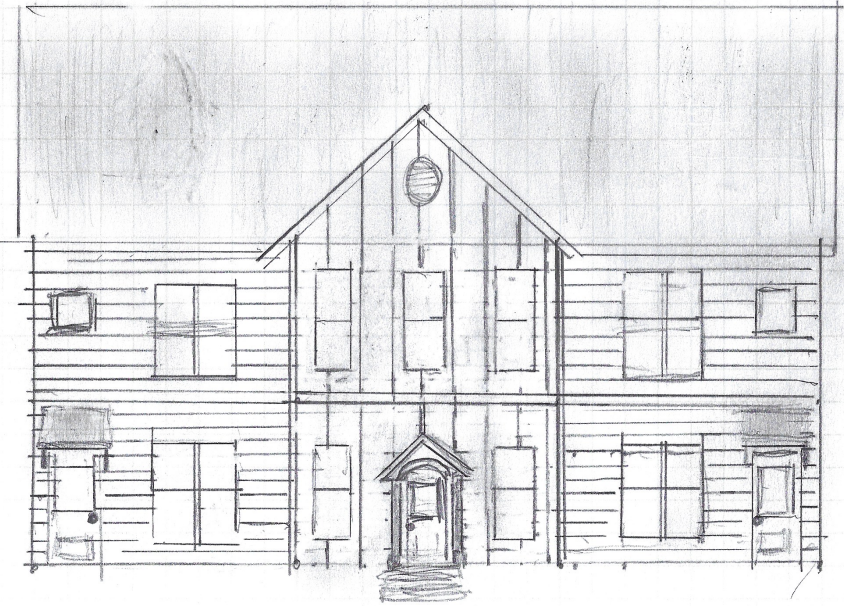
(42) homes total of which 27 are single family and 15 are triplex units (in the 1100-1600 square foot range).

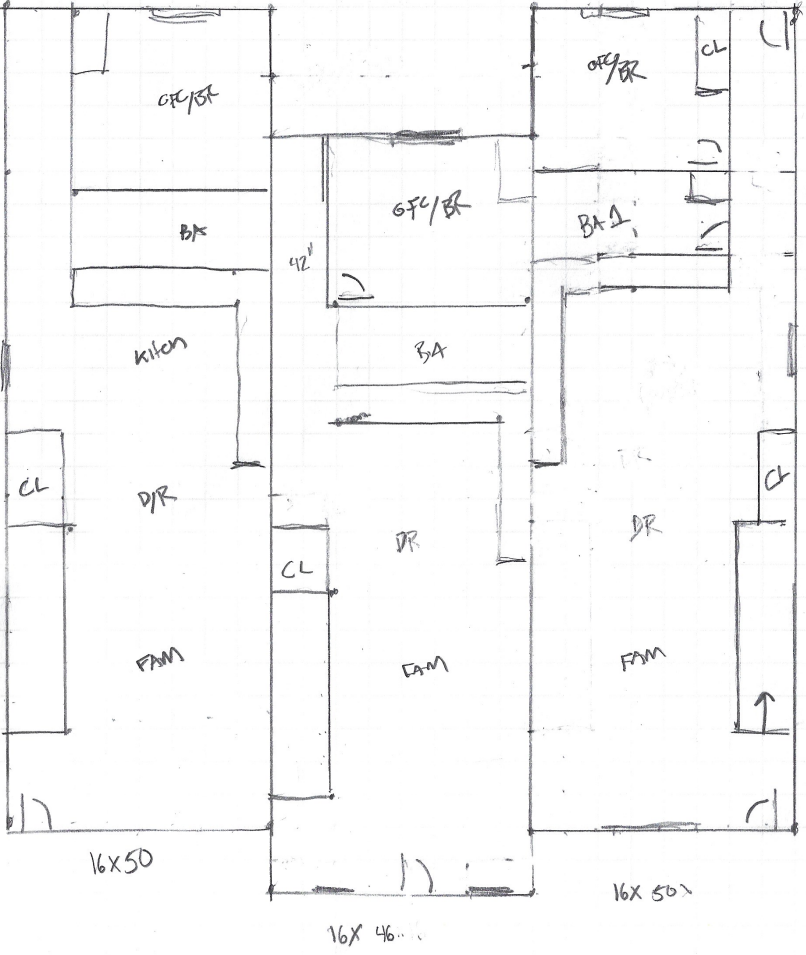
(b) Under current zoning regulations (R-20), the property would produce 20 single family lots. It is better suited for a denser subdivision in the R-3 classification. The tremendous success of the smaller homes in the Kentfield neighborhood has strengthened our belief that the market for homes in the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

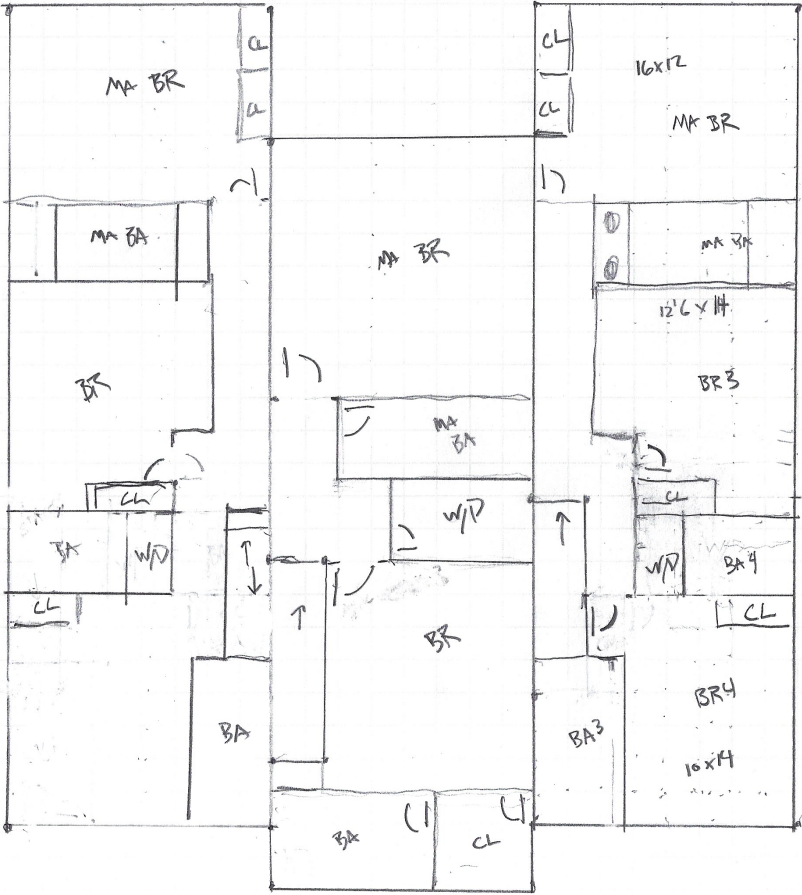
(c) The proposed rezoning will have a positive impact on the value of nearby buildings. Connectivity to Claremont via Lucas Lane should be a seamless event and buyers/sellers in the area will continue to have a choice of product. The coexistence of smaller and larger homes in Claremont South has shown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

FIRST FLOOR=	462
SECOND FLOOR=	637
THIRD FLOOR=	N/A
BASEMENT=	N/A

UNHEATED SQUARE FOOTAGE

GARAGE=	340
FRONT PORCH=	74
SCREEN PORCH=	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**

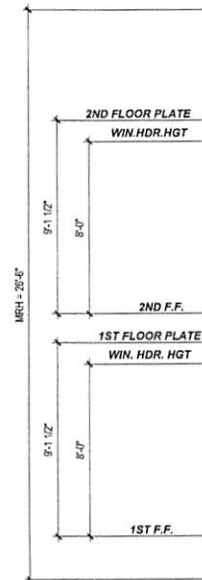
- WALL CLADDING IS DESIGNED FOR A 24.1 SQ. FT. OR GREATER POSITIVE AND NEGATIVE PRESSURE.

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

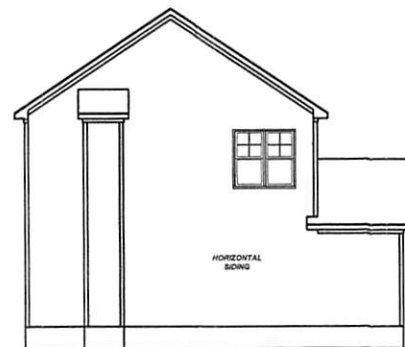
45.5 LBS. PER SQ. FT. FOR ROOF PITCHES OF 0/12 TO 2.25/12

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'**

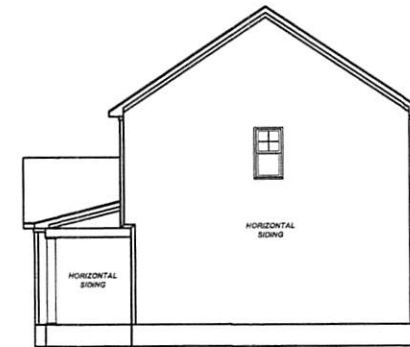
1/4" = 1'-0"

**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 by:	KBB
Check:	REFER TO ELEV.

REVISIONS	
No.	Describe
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

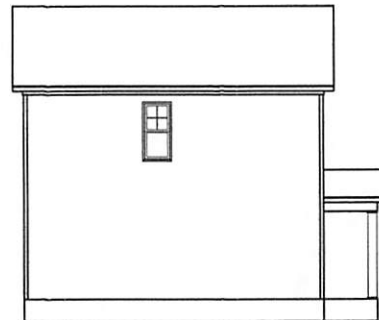
34.8 LBS. PER SQ. FT. FOR ROOF PITCHES OF 2.25/12 TO 7/12

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 #	20-344
Date	12-18-20
Drawn by	K&A HOME DESIGNS, INC.
Check by	KBB
Scale	REFER TO ELEV.

REVISIONS		
No.	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



December 9, 2022

505 East Davis Street
Burlington, N.C. 27215
Phone: (336) 227-8724
Fax: (336) 222-9917

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

Reference: Estimate of Traffic Increase
Residential Neighborhood at 902-904 Homestead Road
Carrboro - North Carolina
The L.E.A.D.S. Group, PA Project Number: 1-22-1011

Gentlemen:

The L.E.A.D.S. Group, PA is working on the development plans for the Homestead Neighborhood. Based on current concept plans and a review ITE trip generation rates for residential uses, the following information is presented:

Based on a trip generation rate of 10 trips per residential dwelling unit, The project will likely generate traffic on the order of 750 trips or less per day.

The proposed connectivity between Homestead Road and Lucas Lane will provide an additional outlet for existing residential properties in the area.

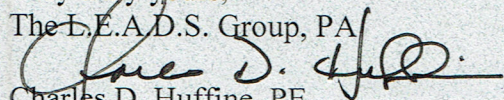
The location of the proposed neighborhood streets within the development area are based on existing conditions at Lucas Lane and the horizontal geometry in Homestead Road.

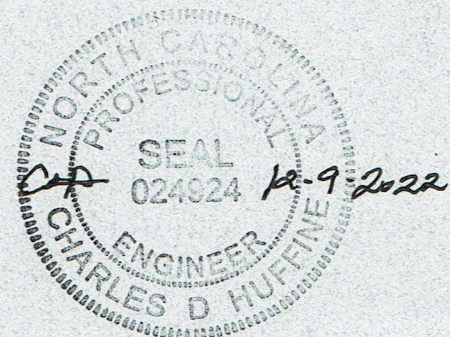
Alley fed lots internal to the neighborhood will have access from the extension of Lucas Lane running north adjacent to the overhead power lines.

The L.E.A.D.S. Group, Pa appreciates the opportunity to provide our services to you on this project. Please feel free to contact us if you should have any questions regarding this information.

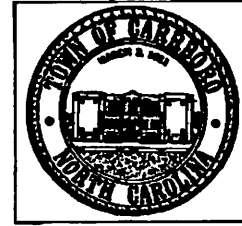
Very truly yours,

The L.E.A.D.S. Group, PA


Charles D. Huffine, PE
NC Reg. No. 24924



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.



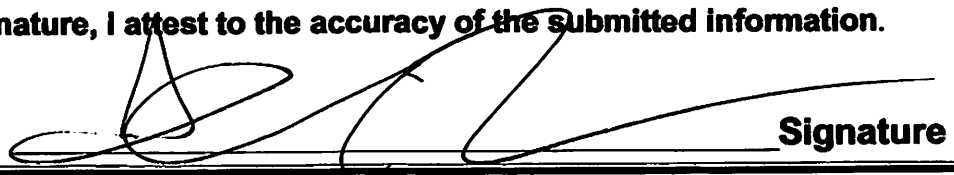
**Residents (including Property Owners and Renters), up to
1000 feet of the property, were notified of the neighborhood
meeting.**



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 patrickolijones@yahoo.com 919-869-4291
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





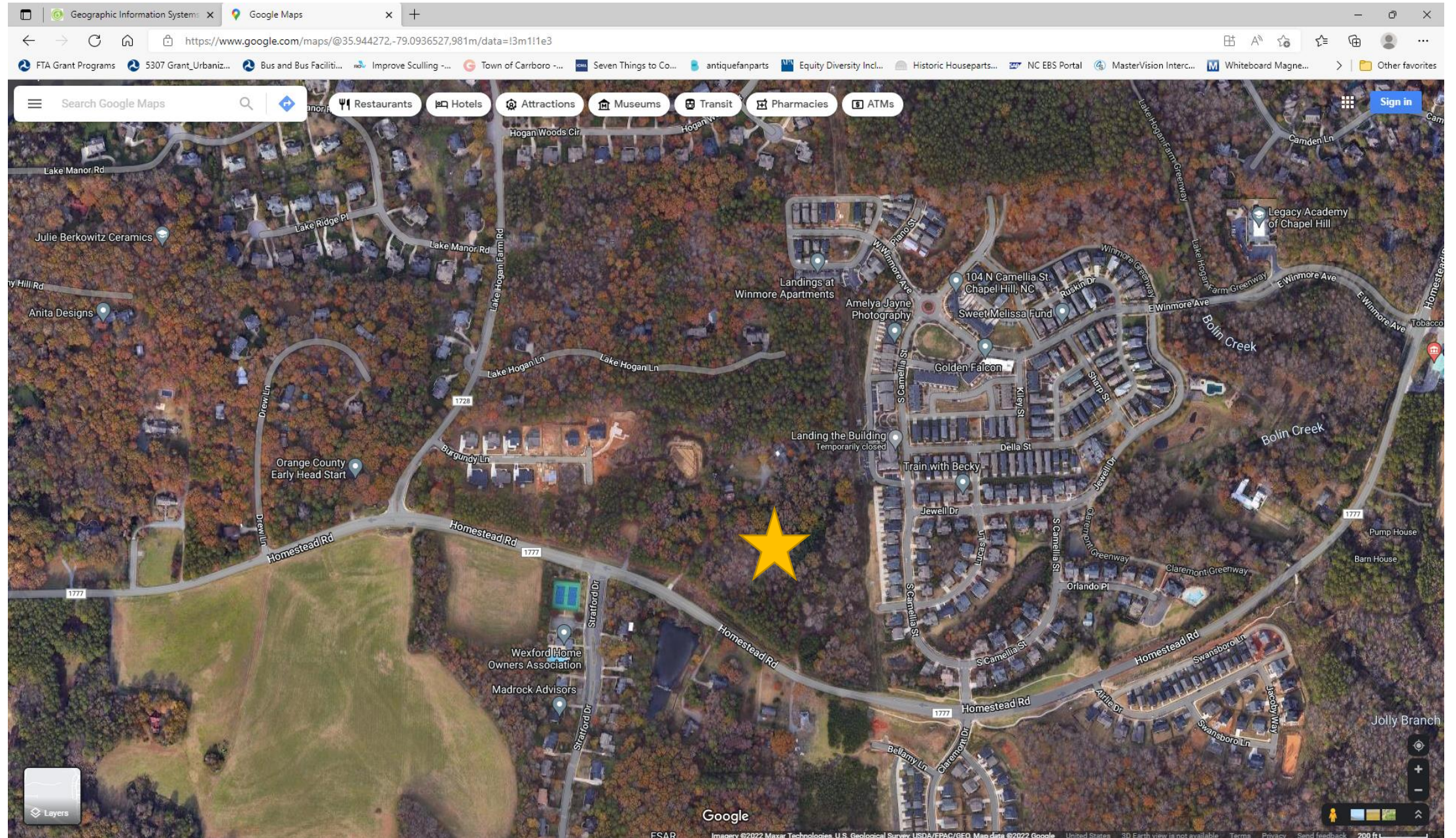




Possible Building Images



Vicinity Maps





TOWN OF CARRBORO

NORTH CAROLINA

PLANNING DEPARTMENT

TO: Property Owners and Residents

FROM: Christina R. Moon, Planning Administrator

DATE: June 16, 2023

PUBLIC NOTICE: Proposed Zoning Map Amendment for Properties at 820 and 904 Homestead Road, and 310 Lucas Lane – Public Hearing Continued

You are receiving this letter because your property or residence is within 1,000 feet of the property described above that is under consideration for a zoning map amendment.

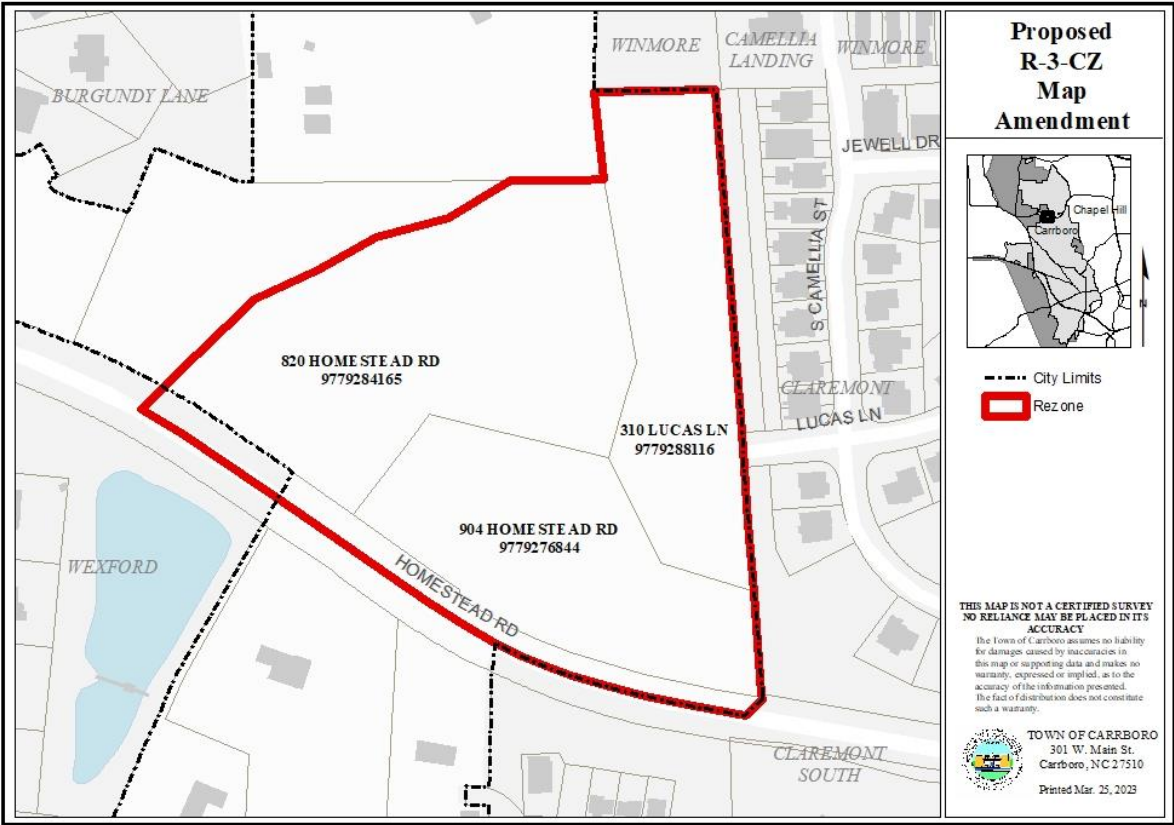
On Tuesday, June 6, 2023, the Town Council of the Town of Carrboro opened a public hearing on a request to amend the zoning classification for three contiguous properties located along the north side of Homestead Road, 820 and 904 Homestead Road, and 310 Lucas Lane, from R-20 (Residential, 20,000 square feet per dwelling unit to R-3-CZ (Residential, 3,000 square feet per dwelling unit, Conditional). **A map showing the property locations is provided on the reverse side of this letter.** The Town Council decided to continue the public hearing to a future meeting.

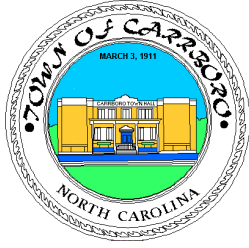
The Town Council of the Town of Carrboro will continue the public hearing to consider this request on Tuesday, June 27, 2023 at 7:00 PM or as soon after as it can be heard, in Room 110, Carrboro Town Hall located at 301 West Main Street. You are invited to attend this hearing and to make your opinions on the requested zoning map amendment known. Comments on this item may be submitted by email to the Town Clerk until 7:00 PM the day of the meeting at publiccomment@carrboronc.gov and to the Town Council at council@carrboronc.gov. Any visual materials must be sent to the Town Clerk no later than 12:00 PM the day of the meeting to provide time to load on the computer in the Council Chambers.

Additional information regarding the zoning map amendment under consideration is available from the Planning Department located at Carrboro Town Hall and will also be available on the Town's website a few days before the meeting. The Town Council's agenda materials for the public hearing may be found at <https://carrboro.legistar.com/Calendar.aspx>. The materials from June 6th are already posted; the materials for June 27th will be posted the Friday before the meeting. Substantial changes to the proposed amendment to the Town's zoning map may be made following the public hearing. If you have questions, or would like additional information, please feel free to contact Tina Moon at (919) 918-7325 or cmoon@carrboronc.gov.

Proposed Zoning Map Amendments
820 and 904 Homestead Road, and 310 Lucas Lane

June 16, 2023
Page 2 of 2





TOWN OF CARRBORO

NORTH CAROLINA

June 16, 2023

RE: Proposed Zoning Map Amendment at 820 and 904 Homestead Road & 310 Lucas Lane

I, Christina R. Moon, do certify that I did cause to have mailed on June 16, 2023, by first class mail, letters informing the owners and non-owner occupants of properties within 1,000 feet of the site of 820 and 904 Homestead Road & 310 Lucas Lane, of the petition to amend the zoning classification from R-20 (Residential, 20,000 square feet per dwelling unit) to R-3-CZ (Residential, 3,000 square feet per dwelling unit, Conditional), to allow for the development of an Architectural Integrated Subdivision, and a possible request for a special use permit-A.

Copies of the mailing list and mailing labels used for this purpose including the person, where applicable, or addresses to whom the notices are recorded in the Planning Department and available by request.

Christina R. Moon

Christina R. Moon
Planning Administrator

6/16/2023



TOWN OF CARRBORO

NORTH CAROLINA

PLANNING DEPARTMENT

TO: Property Owners and Residents

FROM: Christina R. Moon, Planning Administrator

DATE: May 26, 2023

PUBLIC NOTICE: Proposed Zoning Map Amendment for Properties at 820 and 904 Homestead Road, and 310 Lucas Lane

You are receiving this letter because your property or residence is within 1,000 feet of the property described above that is under consideration for a zoning map amendment.

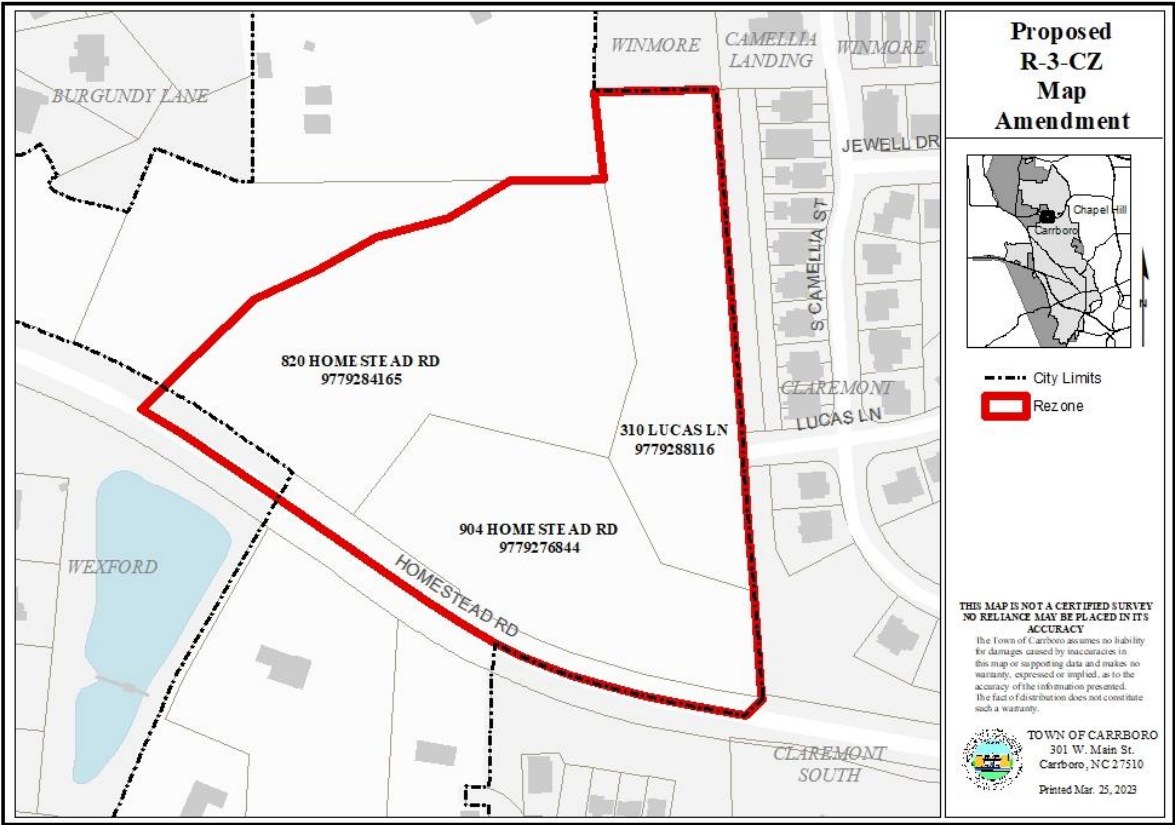
The Town has received a request from Adam and Omar Zinn owners of Parker Louis, LLC, to amend the zoning classification for three contiguous properties located along the north side of Homestead Road, 820 and 904 Homestead Road, and 310 Lucas Lane. The existing properties are zoned R-20 (Residential, 20,000 square feet per dwelling unit). The Zinns are requesting to rezone the properties to R-3-CZ (Residential, 3,000 square feet per dwelling unit, Conditional) to allow for the development of an Architecturally Integrated Subdivision (AIS) including a combination of approximately 27 single-family and 15 multifamily homes, with a maximum of 44 dwelling units. It is anticipated that the multifamily units would be triplexes or a combination of duplexes and triplexes. Should the Council approve the zoning map amendment, the Zinns would follow with an application for a special use permit-A; the SUP-A would involve a separate public hearing. **A map showing the property locations is provided on the reverse side of this letter.**

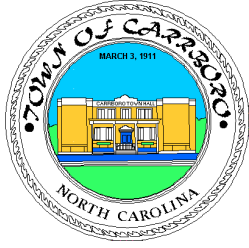
The Town Council of the Town of Carrboro will hold a public hearing to consider this request on Tuesday, June 6, 2023 at 7:00 PM or as soon after as it can be heard, in Room 110, Carrboro Town Hall located at 301 West Main Street. You are invited to attend this hearing and to make your opinions on the requested zoning map amendment known.

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

Proposed Zoning Map Amendments
820 and 904 Homestead Road, and 310 Lucas Lane

May 26, 2023
Page 2 of 2





TOWN OF CARRBORO

NORTH CAROLINA

May 26, 2023

RE: Proposed Zoning Map Amendment at 820 and 904 Homestead Road & 310 Lucas Lane

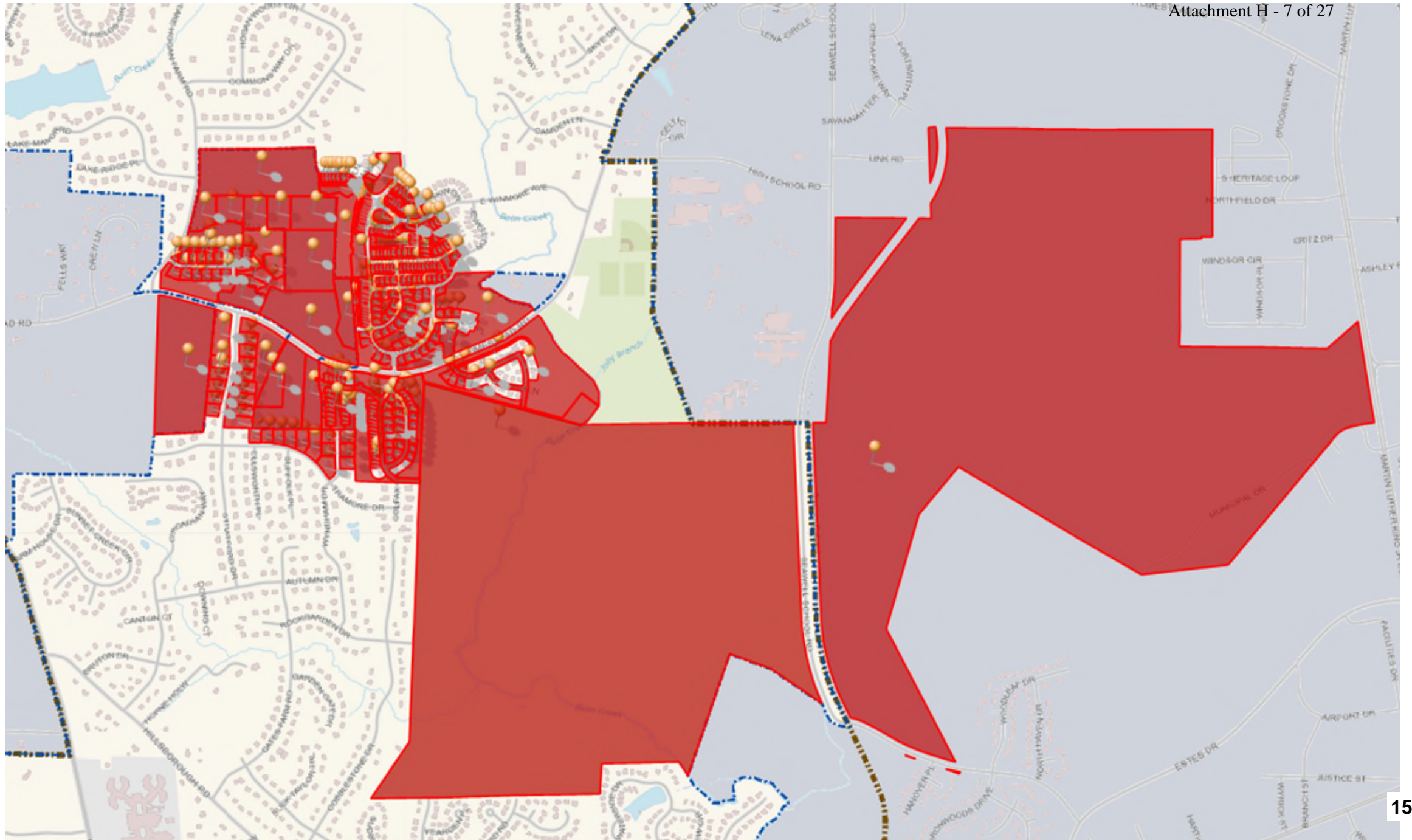
I, Christina R. Moon, do certify that I did cause to have mailed on May 26, 2023, by first class mail, letters informing the owners and non-owner occupants of properties within 1,000 feet of the site of 820 and 904 Homestead Road & 310 Lucas Lane, of the petition to amend the zoning classification from R-20 (Residential, 20,000 square feet per dwelling unit) to R-3-CZ (Residential, 3,000 square feet per dwelling unit, Conditional), to allow for the development of an Architectural Integrated Subdivision, and a possible request for a special use permit-A.

Copies of the mailing list and mailing labels used for this purpose including the person, where applicable, or addresses to whom the notices are recorded in the Planning Department and available by request.

Christina R. Moon

Christina R. Moon
Planning Administrator

5/26/2023



NULL
NULL, NULL NULL

230 EAST WINMORE LLC
124 STONERIDGE DR
CHAPEL HILL, NC 27514

ABISOGUN ABISOYE
205 S CAMELLIA ST
CHAPEL HILL, NC 27516

ABUIN ALEJANDRO
RACHAEL JONES ABUIN
101 ORLANDO PLACE
CHAPEL HILL, NC 27516

ADUSUMILLI SATYA
18 LILAC CT
EAST BRUNSWICK, NJ 8816

AGANO YUKO
MATTHEW HENSLEY
201 DELLA ST
CHAPEL HILL, NC 27516

AHN BYEONG H
DA E LEE
127 KILEY ST
CHAPEL HILL, NC 27516

ALANI NAZMIN
ARZINA ALANI
212 SHARP ST
CHAPEL HILL, NC 27516

ALEXANDER MARK K
KARMIEL B ALEXANDER
306 WYNDHAM DR
CHAPEL HILL, NC 27516

ALLAN ELIZABETH
127 LARKIN LN
CHAPEL HILL, NC 27516

ALLEN JENNIFER L
103 KILEY ST
CHAPEL HILL, NC 27516

ALLU MOHANA RAO
VENKATALAKSHMI THINANA
106 PHILIPS SQ
CHAPEL HILL, NC 27516

ALOMAR ANTONIO B
SUSANA D PIQUE
425 CLAREMONT DR
CHAPEL HILL, NC 27516

ALTUN ERSAN
CEYLAN CAKIT ALTUN
109 BURGUNDY LN
CHAPEL HILL, NC 27516

APOSTOLOV VLADIMIR V
MARGARITA I APOSTOLOVA
221 S CAMELLIA ST
CHAPEL HILL, NC 27516

ASHER GARY
BARBARA BOSSEN
407 S CAMELLIA ST
CHAPEL HILL, NC 27516

AWONIYI MUYIWA EMMANUEL
KRISTIN MCARTHUR
126 LARKIN LN
CHAPEL HILL, NC 27516

AYCOCK CLAIBORNE BENSON JR
DEBRA G AYCOCK
301 TRAMORE DR
CHAPEL HILL, NC 27516

BABCOCK BROOKS ROBERT
NANCY T BABCOCK
305 TRAMORE DR
CHAPEL HILL, NC 27516

BACHENHEIMER AARON
ELIZABETH BACHENHEIMER
105 BELLAMY LN
CHAPEL HILL, NC 27516

BALTIC PROPERTIES LLC
5323 GRIFFITH PARK RD
RALEIGH, NC 276131444

BARNES JOSEPH STEVEN
KETA JONES BARNES
108 BURGUNDY LN
CHAPEL HILL, NC 27516

BARRETT EUGENE J
MATTHEW BARRETT
410 S CAMELLIA ST
CHAPEL HILL, NC 27516

BARRON NATANIA
MICHAEL HARRISON
305 DELLA ST
CHAPEL HILL, NC 27516

BARTHOLOMEW JEFFREY L
LAURA L BARTHOLOMEW
610 S CAMELLIA ST
CHAPEL HILL, NC 27516

BEETHAM MICHAEL TRUSTEE
412 JEWELL DR
CHAPEL HILL, NC 27516

BELL ANDRE E
YOLANDA D KELLER BELL
217 LUCAS LN
CHAPEL HILL, NC 27516

BELTRAN MARCELA ZARATE
LUIS GUILLERMO VASQUEZ OLAYA
209 W WINMORE AVE
CHAPEL HILL, NC 27516

BERKOWITZ JOSHUA NORSTROM TRUSTEE
CHRISTINA MARIE TRUSTEE BERKOWITZ
301 E WINMORE AVE
CHAPEL HILL, NC 27516

BERMAN KEVIN D
JILL L BERMAN
403 JEWELL DR
CHAPEL HILL, NC 27516

BERNGARTT JOHN
RHONDA DALY
119 LARKIN LN
CHAPEL HILL, NC 27516

BHANSALI DIVYA
LISA VIZER
139 LARKIN LN
CHAPEL HILL, NC 27516

BHUPAL BALWINDER
JASMINDER BHUPAL
1817 SPRING OVERLOOK LN
CHAPEL HILL, NC 27514

BISCHOFF STEVEN MICHAEL
ANNA VIRGINIA FRONEBERGER
133 BURGUNDY LN
CHAPEL HILL, NC 27516

BLOCKER PROPERTIES II LLC
8620 LAKE HOGAN FARM RD
CHAPEL HILL, NC 27516

BLUMBERG JEFFREY M
MOLLY WHITTINGTON
103 STRATFORD DR
CHAPEL HILL, NC 27516

BOATWRIGHT COLIN B
302 JEWELL DR
CHAPEL HILL, NC 27516

BOLTON KENNETH W
MARGARET A BOLTON
304 DELLA ST
CHAPEL HILL, NC 27516

BORUN ALEXANDER G
MYRNA L BORUN
117 DELLA ST
CHAPEL HILL, NC 27516

BOWMAN WILLIAM A
468 CLAREMONT DR
CHAPEL HILL, NC 27516

BRACH PAUL G
HOLLY A TIEMANN
120 LARKIN LN
CHAPEL HILL, NC 27516

BROWN MICHELLE J
JODY C BROWN
300 JEWELL DR
CHAPEL HILL, NC 27516

BUCKNER TAMMY G
RITCH BUCKNER
605 S CAMELLIA ST
CHAPEL HILL, NC 27516

BUNCH WILLIAM H
DONNA O BUNCH
601 LAKE HOGAN LANE
CHAPEL HILL, NC 27516

BURGUNDY LANE HOA INC
104 PAINTED TURTLE LN
CHAPEL HILL, NC 27516

BURGUNDY LANE HOA INC
104 PAINTED TURTLE LN
CHAPEL HILL, NC 27516

BURGUNDY LANE HOA INC
104 PAINTED TURTLE LN
CHAPEL HILL, NC 27516

BURGUNDY LANE HOMEOWNERS
ASSOCIATION INC
104 PAINTED TURTLE LN
C/O JAMES BRANDEWIE

BURGUNDY LANE HOMEOWNERS
ASSOCIATION INC
104 PAINTED TURTLE LN
CHAPEL HILL, NC 27516

BURGUNDY LANE HOMEOWNERS
ASSOCIATION INC
104 PAINTED TURTLE LN
CHAPEL HILL, NC 27516

CAI LUOYI
209 S CAMELLIA ST
CHAPEL HILL, NC 27516

CALDERON ANGELA
ANDRES CALDERON
125 E WINMORE AVE
CHAPEL HILL, NC 27516

CALHOUN WILLIAM JAMES
LINH N CALHOUN
404 S CAMELLIA ST
CHAPEL HILL, NC 27516

CAO YANGUANG
JIE ZHAO
304 JEWELL DR
CHAPEL HILL, NC 27516

CAPKOV VENTURES INC
P O BOX 16815
CHAPEL HILL, NC 27516

CAREY MARK C
ERIN T CAREY
104 LARKIN LN
CHAPEL HILL, NC 27516

CARNEIRO KEVIN
LIANE CARNEIRO
601 S CAMELLIA ST
CHAPEL HILL, NC 27516

CARTER MELANIE DAWN TRUSTEE
248 VERMILLION LN
CHAPEL HILL, NC 27516

CASE RANDY S TRUSTEE
JOANN Y TRUSTEE CASE
108 STRATFORD DR
CHAPEL HILL, NC 27516

CAUSLEY MARTIN
ELIZABETH HOOKS
600 S CAMELLIA ST
CHAPEL HILL, NC 27516

CENTRAL TONWHOMES AT WINMORE OWNE
ASSOC INC
15401 WESTON PKWY
STE 175

CHAKRABORTY SAMARJIT
SUPARNA GOSWAMI
212 JEWELL DR
CHAPEL HILL, NC 27516

CHANEY EDWARD T
AMANDA S HITCHCOCK
100 DELLA ST
CHAPEL HILL, NC 27516

CHARLES HOUSE ASSOCIATION
7511 SUNRISE RD
CHAPEL HILL, NC 27514

CHEN CHIEN H
FANG CHING YEH
360 N RIDGE CIRCLE
BOONE, NC 28607

CHEN FULIN
LILING LI
113 STRATFORD DR
CHAPEL HILL, NC 27516

CHEN YOUJUN
XU TIAN
101 DELLA ST
CHAPEL HILL, NC 27516

CHENNURU RAVI K
NARSA GADDAM
117 E WINMORE AVE
CHAPEL HILL, NC 27516

CHT LANDINGS LLC
PO BOX 2315
C/O COMMUNITY HOME TRUST
CHAPEL HILL, NC 27515

CHT LANDINGS LLC
PO BOX 2315
C/O COMMUNITY HOME TRUST
CHAPEL HILL, NC 27515

CHT LANDINGS LLC
PO BOX 2315
C/O COMMUNITY HOME TRUST
CHAPEL HILL, NC 27515

CID JAVIER
LISA M PAULIN
500 S CAMELLIA ST
CHAPEL HILL, NC 27516

CLAREMONT HOMEOWNERS ASSOC
180 PROVIDENCE RD
STE 1-B
CHAPEL HILL, NC 27514

CLAREMONT HOMEOWNERS ASSOCIATION
180 PROVIDENCE RD
STE 1-B
CHAPEL HILL, NC 27514

CLAREMONT HOMEOWNERS ASSOCIATION
180 PROVIDENCE RD
STE 1-B
CHAPEL HILL, NC 27514

CLAREMONT HOMEOWNERS ASSOCIATION
180 PROVIDENCE RD
STE 1-B
CHAPEL HILL, NC 27514

CLAREMONT HOMEOWNERS ASSOCIATION
PO BOX 1866
PITTSBORO, NC 27312

CLAREMONT HOMEOWNERS ASSOCIATION
180 PROVIDENCE RD
STE 1-B
CHAPEL HILL, NC 27514

CLAREMONT HOMEOWNERS ASSOCIATION II
PO BOX 1866
PITTSBORO, NC 27312

CLAREMONT HOMEOWNERS ASSOCIATION II
180 PROVIDENCE RD SUITE 1-B
CHAPEL HILL, NC 27514

CLAREMONT HOMEOWNERS ASSOCIATION II
P O BOX 1866
PITTSBORO, NC 27312

CLARK CARLOS
AMANDA CLARK
242 VERMILLION LN
CHAPEL HILL, NC 27516

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
P O BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
PO BOX 2315
CHAPEL HILL, NC 27515

COMMUNITY HOME TRUST
P O BOX 2315
CHAPEL HILL, NC 27515

CONRAD KATHERINE M
116 DELLA ST
CHAPEL HILL, NC 27516

COOK SUZANNE F
624 LAKE HOGAN LN
CHAPEL HILL, NC 27516

COTTRELL ANTHONY L
CLARA R COTTRELL
107 STRATFORD DR
CHAPEL HILL, NC 27516

COWELL DOUGLAS GEOFFREY
447 CLAREMONT DR
CHAPEL HILL, NC 27516

COWLES NORINA ROSE ELLEN
104 S CAMELLIA ST
CHAPEL HILL, NC 27516

CRAWFORD BRIAN
KELLY KILBURN
405 WYNDHAM DR
CHAPEL HILL, NC 27516

CREWS CORINNE HESTER
CONNOR HARRIS CREWS
414 S CAMELLIA ST
CHAPEL HILL, NC 27516

CTSA CONSULTING LLC
107 BARTON LANE
CHAPEL HILL, NC 27516

DANIELS BENJAMIN ROWELL
ELIZABETH EDWARDS DANIELS
201 LUCAS LN
CHAPEL HILL, NC 27516

DARLING TIMOTHY J
ELGHAR DARLING
213 LUCAS LN
CHAPEL HILL, NC 27516

DAVIES JOHN H III
TRACY R DAVIES
115 BURGUNDY LN
CHAPEL HILL, NC 27516

DAVIES SCOTT NORRIS
ADRIAN RAWSON DAVIES
236 VERMILLION LN
CHAPEL HILL, NC 27516

DEAN AMY
412 CLAREMONT DR
CHAPEL HILL, NC 27516

DIAL NICOLE G
316 DELLA ST
CHAPEL HILL, NC 27516

DIAMOND JEFFREY A
MOLLY A DIAMOND
308 JEWELL DR
CHAPEL HILL, NC 27516

DIAZ SANCHEZ DAVID TRUSTEE
MELLA LOUISE TRUSTEE DIAZ
106 LANDING DR
CHAPEL HILL, NC 27514

DINGEMANS THEO
RENEE DE KRUIF
100 ATTERBURY ST
CHAPEL HILL, NC 27516

DONTHINENI SRIVALLI
36335 CYPRESS GLEN AVE
PRAIREVILLE, LA 70769

DUMITRU RAZVAN V
RALUCA DUMITRU
216 DELLA ST
CHAPEL HILL, NC 27516

DUTTON HANLON AMBER
SEAN HANLON
111 STRATFORD DR
CHAPEL HILL, NC 27516

DWORSCHAK DORIS TRUSTEE
465 CLAREMONT DR
CHAPEL HILL, NC 27516

EHRMANN BENJAMIN N
BRANDIE M EHRMANN
106 STRATFORD DR
CHAPEL HILL, NC 27516

EKE CHIEDOZIE
CHINELO EKE
113 E WINMORE AVE
CHAPEL HILL, NC 27516

EMANUELE MICHAEL J
KELLEM A EMANUELE
108 ATTERBURY ST
CHAPEL HILL, NC 27516

EVENS NOAH
EMILY EVENS
101 STRATFORD DR
CHAPEL HILL, NC 27516

EVERS JEANNE F
MICHAEL EVERS
220 DELLA ST
CHAPEL HILL, NC 27516

FEIN AARON
YEE F YUEN
114 AIRLIE DR
CHAPEL HILL, NC 27516

FERNANDES JOSE JR
JEANNE E LOVMO
109 LARKIN LN
CHAPEL HILL, NC 27516

FIORITO AGUSTIN A
MARIA FIORITO
208 LEGENDS WAY
CHAPEL HILL, NC 27516

FLEMING GREGORY A
SLOAN B FLEMING
105 BURGUNDY LN
CHAPEL HILL, NC 27516

FOREMAN AARON C
JENNIFER S FOREMAN
115 LARKIN LN
CHAPEL HILL, NC 27516

FOSTER MATTHEW C
JOHANNA H FOSTER
320 E WINMORE AVE
CHAPEL HILL, NC 27516

FREEMAN JASON S
STACY M FREEMAN
405 CLAREMONT DR
CHAPEL HILL, NC 27516

FUTURE HOMES BY JIM THOMPSON INC
1105 CLASSIC RD
APEX, NC 27539

GADDAM NARSA
CRP SERVICES LLC
422 WAVERLY HILLS DR
CARY, NC 27519

GALLAGHER KRISTALYN
415 CLAREMONT DR
CHAPEL HILL, NC 27516

GALVEZ ALONSO HELEN
114 KILEY ST
CHAPEL HILL, NC 27516

GARBUTT MARY H
THOMAS A EDWARDS
441 CLAREMONT DR
CHAPEL HILL, NC 27516

GARCIA EDGARDO R
818 HOMESTEAD RD
CHAPEL HILL, NC 275168793

GAYNES BRADLEY N
CAROL A EPLING
401 TRAMORE DR
CHAPEL HILL, NC 275164642

GEBHART KARL F
CATHERINE A GEBHART
5641 MOUNTAIN BREEZE DR
CHATTANOOGA, TN 37421

GERSHON TIMOTHY R
LORI A RICHMOND GERSHON
401 JEWELL DR
CHAPEL HILL, NC 27516

GILL MARK F
213 S CAMELLIA ST
CHAPEL HILL, NC 27516

GILLETTE KENNETH
ANGELA GILLETTE
123 LARKIN LN
CHAPEL HILL, NC 27516

GILMORE RYAN HUNTER
KAREN RANKIN GILMORE
506 S CAMELLIA ST
CHAPEL HILL, NC 27516

GOLDNER MARK
MARIA W HUGHES
325 SUMMERHOUSE DR
HOLLY RIDGE, NC 28445

GONZALEZ KADY RAE TRUSTEE
112 ATTERBURY ST
CHAPEL HILL, NC 27516

GOTAPARTHY PRADEEP
ARPITHA GOTAPARTHY
429 BOLTON GRANT DR
CARY, NC 27519

GRAHAM THOMAS
ALIA OLSON
400 CLAREMONT DR
CHAPEL HILL, NC 27516

GUERRA VIRGINIA A
312 E WINMORE AVE
CHAPEL HILL, NC 27516

GULDE JOHN C
ELIZABETH P BROADWELL
634 LAKE HOGAN LN
CHAPEL HILL, NC 27516

GUMPPER RYAN HENRY
SUELA XHANI
122 KILEY ST
CHAPEL HILL, NC 27516

HAINES CAROL A
303 WYNDHAM DR
CHAPEL HILL, NC 27516

HAMILTON SUZAN P
KRISTON K HAMILTON
208 S CAMELLIA ST
C/O STEVEN R RYDER

HAMLETT BREON
NYAH HAMLETT
128 BURGUNDY LN
CHAPEL HILL, NC 27516

HANSON RODRICK L
JESSICA HANSON
464 CLAREMONT DR
CHAPEL HILL, NC 27516

HERSHEY DRU
408 JEWELL DR
CHAPEL HILL, NC 27516

HINKSON STEVEN
ALISSA LEVINNESS
608 S CAMELLIA ST
CHAPEL HILL, NC 27516

HOBLER MICHAEL
DIANA HOBLER
306 JEWELL DR
CHAPEL HILL, NC 27516

HOELZER MARTHA E
119 KILEY ST
CHAPEL HILL, NC 27516

HOGAN WILLIAM F ETAL
SUSAN L HOGAN
413 HOMESTEAD RD
CHAPEL HILL, NC 275167253

HOMESTEAD PARTNERS LLC
732 SOLOMON RD
LOUISBURG, NC 27291

HOMESTEAD PARTNERS LLC
732 SOLOMON RD
LOUISBURG, NC 27291

HONG JOO S
111 WEST WINMORE AVE
CHAPEL HILL, NC 27516

HOUGHTON JEFF
LAURA MERSINI HOUGHTON
108 DELLA ST
CHAPEL HILL, NC 27516

HOWE MATTHEW KELLER
BETHANY LEIGH HOWE
134 S CAMELLIA ST
CHAPEL HILL, NC 27516

HUAN HONG XIN GEORGE
NAXINE CHANG
107 BARTON LN
CHAPEL HILL, NC 27516

HUCHKO MEGAN J
NICHOLAS G PEARSON
603 S CAMELLIA ST
CHAPEL HILL, NC 27516

IN2ITCREATIONS LLC
207 COMMONS WAY
CHAPEL HILL, NC 27516

INMAN BRANT A
MURIELLE T LAFLECHE
205 LUCAS LN
CHAPEL HILL, NC 27516

IVES ANDREW J
CAYLEY ELIZABETH PATER
PO BOX 775
CARRBORO, NC 27510

JAIN CONSULTING LLC
3321 OGLE DR
CARY, NC 27518

JING LILY
217 S CAMILLIA ST
CHAPEL HILL, NC 27516

JOHNSON MARK G
TANYA JOHNSON
203 LUCAS LN
CHAPEL HILL, NC 27516

JOHNSTON CHRISTOPHER M
JENNIFER L JOHNSTON
100 STRATFORD DR
CHAPEL HILL, NC 275167745

JOLLY MAYND
ESHA BHATNAGAR
308 WYNDHAM DR
CHAPEL HILL, NC 275164646

JONES PATRICK
SHANNON M JONES
819 HOMESTEAD RD
CHAPEL HILL, NC 275168794

KAIT JASON ROBERT
LEIGH ANN JANENE DEMAS
406 S CAMELLIA ST
CHAPEL HILL, NC 27516

KALIDINDI BHAVANI
2807 BLADEN LAKES CV
APEX, NC 27502

KEARON PATRICK LYNCH
MARY JANE COTTER
102 BURGANDY LN
CHAPEL HILL, NC 27516

KENNEDY PETER JR
EMILY N KENNEDY
109 AIRLIE DR
CHAPEL HILL, NC 27516

KENTFIELD HOMEOWNERS ASSOCIATION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

KENTFIELD HOMEOWNERS ASSOCIATION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

KENTFIELD HOMEOWNERS ASSOCIATION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

KENTFIELD HOMEOWNERS ASSOCIATION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

KLEIN HILARY HARRIS
BENJAMIN KLEIN
404 JEWELL DR
CHAPEL HILL, NC 27516

KLEIN KLARA ETAL
EVAN ZEITLER
212 LUCAS LN
CHAPEL HILL, NC 27516

KOBES SOLOMON H
KIMBERLY S KOBES
205 DELLA ST
CHAPEL HILL, NC 27516

KOTHA SRINIVASA
RAMAKRISHNA BOGGARAPU
68 HAMILTON HEDGE PL
CARY, NC 27519

KREIDER STEVEN L
KELLY KREIDER
310 JEWELL DR
CHAPEL HILL, NC 27516

KUEHN CHRISTOPHER
CYNTHIA KUEHN
121 BURGUNDY LN
CHAPEL HILL, NC 27516

KUNA BHANU ETAL
SRIDHAR YELAKANTI
115 RAPPORT DR
CARY, NC 27519

KUNDAKCIOGLU SABRI
435 CLAREMONT DR
CHAPEL HILL, NC 27516

LAKHIANI AVINASH S
MAMTA V BEHL
2700 JOCKEYS RIDGE TR
APEX, NC 27502

LAM MCCARTHY MELISSA OE MEI
MICHAEL GEORGE MCCARTHY
408 CLAREMONT DR
CHAPEL HILL, NC 27516

LAPETINA MARIA E
DAVID B NOLAND
403 TRAMORE DR
CHAPEL HILL, NC 27516

LASSITER WILLIAM
IRINA BENNETT
1346 OLD COX RD
SWDS C/O TODD LASSITER

LEE ANDREW
YUKO MIYAMOTO
208 LUCAS LN
CHAPEL HILL, NC 275166077

LEE SEUNG CHUL
NAYOUNG LEE
409 WYNDHAM DR
CHAPEL HILL, NC 27516

LEE TING FANG PAUL
MAI DOAN
225 W WINMORE AVE
CHAPEL HILL, NC 27516

LEE TONG H ETAL
CHON LEE
115 STRATFORD DR
CHAPEL HILL, NC 27516

LEE YOUN O
NATHAN HAMILTON
108 SHARP ST
CHAPEL HILL, NC 27516

LEVINE ARICK
BERNADETTE LEVINE
1103 BURNING TREE DR
CHAPEL HILL, NC 27517

LEWIS CRAIG ANDREW TRUSTEE
JULIANE TRUSTEE DASOVIC
138 LARKIN LN
CHAPEL HILL, NC 27516

LITYNSKI JAMES J
SUSAN D LITYNSKI
2518 ANGELINA DRIVE
NISKAYUNA, NY 12309

LOVE CHAD D
AMANDA L LOVE
204 SHARP ST
CHAPEL HILL, NC 27516

LOVELACE TEMPLE SHARESE
313 DELLA ST
CHAPEL HILL, NC 27516

LU CHUNJIN
RONG JIANG
300 DELLA ST
CHAPEL HILL, NC 27516

LU MATTHEW LEE
QIONG TAO
105 DELLA ST
CHAPEL HILL, NC 27516

MACKINNON ROBERT
SUZANNE MACKINNON
208 SHARP ST
CHAPEL HILL, NC 27516

MAK HOMES LLC
3805 COTTONWOOD DR
DURHAM, NC 27705

MAK HOMES LLC
3805 COTTONWOOD DR
DURHAM, NC 27705

MALHOTRA RAKESH
GARIMA BHATT
109 PIANO ST
CHAPEL HILL, NC 27516

MANNEPALLI SHASHI B
RADHIKA KATRAGADDA
10908 BEAMAN CT
AUSTIN, TX 78750

MANNING JAKLYN C
112 BURGUNDY LANE
CHAPEL HILL, NC 27516

MARTIN CHRISTOPHER A
MICHELLE MARTIN
109 ORLANDO PL
CHAPEL HILL, NC 27516

MATTKE CHRISTOPHER
KRISTIN MATTKE
142 LARKIN LN
CHAPEL HILL, NC 27516

MAYES MYONG
217 W WINMORE AVE
CHAPEL HILL, NC 27516

MAYO CHRISTOPHER W
CARRIE S MAYO
204 DELLA ST
CHAPEL HILL, NC 27516

MCDUFF ROBERT
SUSAN MCDUFF
215 LUCAS LN
CHAPEL HILL, NC 27516

MCFFEE AMY P
TROY E MCFFEE
204 LUCAS LN
CHAPEL HILL, NC 27516

MCKOWN MARY E
308 E WINMORE AVE
CHAPEL HILL, NC 27516

MEHEN THOMAS CARLOS
138 S CAMELLIA ST
CHAPEL HILL, NC 27516

MERKLEIN LESSLEY
116 S CAMELLIA ST
CHAPEL HILL, NC 27516

MESTAS CARMELITA KING TRUSTEE
106 AIRLIE DR
CHAPEL HILL, NC 27516

MILLER DONALD WALLACE
147 LARKIN LN
CHAPEL HILL, NC 27516

MILLER ROBERT S
VICTORIA M MENDES
104 STRATFORD DR
CHAPEL HILL, NC 27516

MILLS APRIL M
JOSHUA R DOOLEY
405 JEWELL DR
CHAPEL HILL, NC 27516

MOORE EUGENE
VISHA BURKART
440 CLAREMONT DR
CHAPEL HILL, NC 27516

MOSER DAVID
ELIZABETH MOSER
426 WYNDHAM DR
CHAPEL HILL, NC 27516

MURPHY ROBERT
210 JEWELL DR
CHAPEL HILL, NC 27516

NASH MILDRED LORETTA
1018 HOMESTEAD RD
CHAPEL HILL, NC 275168797

NAVARATNAM SRIVALLIPURANANDAN
RAMANI KANDASAMY
303 TRAMORE DR
CHAPEL HILL, NC 27516

NC BOILER PROPERTIES LLC
123 LAKE HOGAN FARMS RD
CHAPEL HILL, NC 27516

NCBOILER PROPERTIES LLC
123 LAKE HOGAN FARM RD
CHAPEL HILL, NC 27516

NELLURI VENU
4 BERTIS ADAMS WAY
WESTBOROUGH, MA 1581

NEUZIL KEVIN
ELISE CLEMENS
412 S CAMELLIA ST
CHAPEL HILL, NC 27516

NEWTON JAMES H
SUSAN C NEWTON
405 TRAMORE DR
CHAPEL HILL, NC 275164642

NORMAN JASON
KELLY NORMAN
135 KILEY ST
CHAPEL HILL, NC 27516

NOVEY BRAD
SHAMA NOVEY
305 JEWELL DR
CHAPEL HILL, NC 27516

OLINGER COLEMAN LAWRENCE
KRISTEN LORRAINE CHECKSFIELD OLINGER
122 BURGUNDY LN
CHAPEL HILL, NC 27516

OPENDOOR PROPERTY TRUST I
410 N SCOTTSDALE RD
STE 1600
TEMPE, AZ 85281

OTAMENDI PHILIP
MARIA G OTAMENDI
448 CLAREMONT DR
CHAPEL HILL, NC 27516

OUKRAINTSEVA SVETLANA ET AL
ANATOLIY YASHIN
404 CLAREMONT DR
CHAPEL HILL, NC 27516

PACE JOHN E
KATHLEEN A PACE
130 S CAMELLIA ST
CHAPEL HILL, NC 27516

PANDYA RAJEEV SHAILESH ET AL
NARESH CHOWDARY JETTI
150 PHILIPS SQ
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR WAY
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR WAY
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR WAY
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
180 PROVIDENCE RD STE 1B
CHAPEL HILL, NC 27514

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR WAY
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
180 PROVIDENCE RD STE 1B
CHAPEL HILL, NC 27514

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PARKER LOUIS LLC
180 PROVIDENCE RD STE 1B
CHAPEL HILL, NC 27514

PARKER LOUIS LLC
301 MONTCLAIR
CHAPEL HILL, NC 27516

PATEL KETAN A
MITALI K PATEL
110 LARKIN LN
CHAPEL HILL, NC 27516

PATEL SUNNY H
ASHA N TALATI
312 DELLA ST
CHAPEL HILL, NC 27516

PEBBLES REAL ESTATE LLC
PO BOX 17242
CHAPEL HILL, NC 27516

PEICH ELI PETER
SUSAN JEANNE PEICH
214 S CAMELLIA ST
CHAPEL HILL, NC 27516

PENDYALA SREENIVASULU
NEELIMA VATTIGUNTA
805 UPROCK DR
CARY, NC 27519

PETERSON DAVID
ANGELA PETERSON
112 DELLA ST
CHAPEL HILL, NC 27516

PITALE PRANAV
ASHWINI JOSHI
415 WYNDHAM DR
CHAPEL HILL, NC 27516

PLANEY DONALD
ARRIANNA PLANEY
105 E WINMORE AVE
CHAPEL HILL, NC 27516

POLLOCK BRAD D
NORY G POLLOCK
214 JEWELL DR
CHAPEL HILL, NC 27516

POLZIEN KRISTEN M
107 KILEY ST
CHAPEL HILL, NC 27516

PROCTOR JOHN A
WENDY K PROCTOR
104 SHARP ST
CHAPEL HILL, NC 27516

RAO RAGHAVENDRA N
CHANDRIKA RAGHAVENDRA RAO
507 LONEBROOK DR
CHAPEL HILL, NC 27516

REVERDATTO KONSTANTIN
ANNA REVERDATTO
1021 SUNSET MEADOWS
APEX, NC 27523

REYNOLDS LEONARD D JR
109 STRATFORD DR
CHAPEL HILL, NC 275167746

ROBERTS DAVID E
GILLIAN M ROBERTS
607 SOUTH CAMELLIA ST
CHAPEL HILL, NC 27516

ROGERS STEPHEN L
MICHELLE L SISCHO
221 W WINMORE AV
CHAPEL HILL, NC 27516

ROSARIO MIRTA N
JEAN C ROSARIO MONTALVO
105 LARKIN LN
CHAPEL HILL, NC 27516

ROSENTHAL MARK ZACHARY
KIRSTEN CRAPNELL
207 LUCAS LN
CHAPEL HILL, NC 27516

RUBEN MARNY C
BRYON RUBEN
120 DELLA ST
CHAPEL HILL, NC 27516

RYOO KIHYUN
MICHAEL WANG
126 S CAMELLIA ST
CHAPEL HILL, NC 27516

SADOLF JOSHUA SIMON
LISA TARAKJI SADOLF
104 ATTERBURY ST
CHAPEL HILL, NC 27516

SALATINO MARIANO
MARIA MACARENA SIRES
604 S CAMELLIA ST
CHAPEL HILL, NC 27516

SALINAS OSCAR J
DORIS A YBARRA SALINAS
606 S CAMELLIA ST
CHAPEL HILL, NC 27516

SAN PEDRO ELMER C
MARIA E SAN PEDRO
246 E WINMORE AVE
CHAPEL HILL, NC 27516

SCHREIBER CONSTRUCTION LLC
490 BAYBERRY DR
CHAPEL HILL, NC 27517

SCHULER REECE J
ELIZABETH A SCHULER
304 WYNDHAM DR
CHAPEL HILL, NC 27516

SCIBORSKI MARK DOUGLAS
AMY ELIZABETH SCHMITZ SCIBORSKI
116 BURGUNDY LN
CHAPEL HILL, NC 27516

SHAH ANKUR
ANIL KUMAR BHOJANI
1416 CAYUGA RIVER LN
CARY, NC 27513

SHARAF MOHAMED W ET AL
SAHAR SHARAF
100 S CAMELLIA ST
CHAPEL HILL, NC 27516

SHAW STEVEN J
ERIN C SHAW
131 LARKIN LN
CHAPEL HILL, NC 27516

SHREVE RICHARD ANTHONY
146 PHILLIPS SQ
CHAPEL HILL, NC 27516

SHUPING ROBIN
KEVIN SHUPING
324 E WINMORE AVE
CHAPEL HILL, NC 27516

SHWARTS ARTHUR
LILIA SHWARTS
644 LAKE HOGAN LN
CHAPEL HILL, NC 27516

SIMON MICHAEL S
ABBE G SIMON
105 ORLANDO PL
CHAPEL HILL, NC 27516

SLEY PHILLIP FORD
ERIN GRAHAM SLEY
444 CLAREMONT DR
CHAPEL HILL, NC 27516

SLOMIANYJ OWEN
JACLYN SLOMIANYJ
811 HOMESTEAD RD
CHAPEL HILL, NC 275168794

SMITH HOLNESS KEVIN
ETSU HUTCHISON MILLER
108 S CAMELLIA
CHAPEL HILL, NC 27516

SNOW MARK D
ELIZABETH W SNOW
413 SOUTH CAMELIA ST
CHAPEL HILL, NC 27516

SOBHANI NADIM
SHANA SOBHANI
202 S CAMELLIA ST
CHAPEL HILL, NC 27516

SODEMAN JEFFREY T
TENLEY T SODEMAN
143 LARKIN LN
CHAPEL HILL, NC 27516

SOLUM PROPERTIES LLC
113 SHADOW RIDGE PL
CHAPEL HILL, NC 27516

SOLUM PROPERTIES LLC
113 SHADOW RIDGE PL
CHAPEL HILL, NC 27516

SOWELL MADISON
MARILUISE HARROW
414 JEWELL DR
CHAPEL HILL, NC 27516

SPIELER JULIE
BRUCE ISAACS
208 DELLA ST
CHAPEL HILL, NC 27516

SPRINGER MATT LAWRENCE
SUSAN T R
102 STRATFORD DR
CHAPEL HILL, NC 27514

STANTON MARK A
SUSAN M STANTON
212 DELLA ST
CHAPEL HILL, NC 27516

STAWSKY MARIA
JOSEPH COLE
101 W WINMORE AVE
CHAPEL HILL, NC 27516

SUAREZ JORGE ALMODOVAR
LAURA ORTIZ CUEVAS
455 CLAREMONT DR
CHAPEL HILL, NC 27516

SWANSON MEGHAN R
ERFEN H LIU
5989 KENSINGTON DR
PLANO, TX 75093

SWINNEY ROBERT P JR
STACY H SWINNEY
508 S CAMELLIA ST
CHAPEL HILL, NC 27516

SYVERSON ERIK S
130 KILEY ST
CHAPEL HILL, NC 27516

TADROS HANI
DINA M LOUIS
150 LARKIN LN
CHAPEL HILL, NC 27516

TAN TERRENCE
BICH N TAN
305 WYNDHAM DR
CHAPEL HILL, NC 27516

TANG XING
200 DELLA ST
CHAPEL HILL, NC 27516

TAUB RICHARD
MARY TAUB
131 KILEY ST
CHAPEL HILL, NC 27516

TAVVA KATYAYANI
RAJENDRA P TAVVA
108 ALLIANCE CIRCLE
CARY, NC 27519

TELHAN GAURAV
EISHA JAIN
135 LARKIN LN
CHAPEL HILL, NC 27516

TERHUNE LAUREN A
DYLAN R TERHUNE
109 DELLA ST
CHAPEL HILL, NC 27516

TESORO DEVELOPMENT LLC
14 SCHEURMAN TERRACE
WARREN, NJ 7059

TIMMONS FRIEDRICH LAWRENCE
YELENA NIKOLAEVNA TIMMONS
104 DELLA ST
CHAPEL HILL, NC 27516

UNIVERSITY OF N C
PROPERTY OFFICE CB 1060
CHAPEL HILL, NC 27599

UPPAL FAMILY TRUST
272 FOUNTAIN GRASS TER
FREMONT, CA 94539

VALCHEV RUMEN
VIOLETA TODOROVA
123 KILEY ST
CHAPEL HILL, NC 27516

VANBERG GEORG
JULIA KRUSE
706 S CAMELLIA ST
CHAPEL HILL, NC 27516

VANDERWOUDE PHILIP
REBECCA VANDERWOUDE
400 JEWELL DR
CHAPEL HILL, NC 27516

VOORA MOHAN
VIPUL SHAH
3209 CARPENTER CREEK PL
CARY, NC 27519

WAINIO RYAN
ELIZABETH WAINIO
127 BURGUNDY LN
CHAPEL HILL, NC 27516

WAMBLE DAVID E
HALEY G WAMBLE
411 S CAMELLIA ST
CHAPEL HILL, NC 27516

WANG HUANCHEN
MEIYAN ZHENG
209 DELLA ST
CHAPEL HILL, NC 27516

WANG KYNE M
JUDY K LAND
209 LUCAS LN
CHAPEL HILL, NC 27516

WANG YICHEN
YANLI WANG
502 S CAMELLIA ST
CHAPEL HILL, NC 27516

WEBSTER DAYNA J
RONALD M WEBSTER
PO BOX 697
CARRBORO, NC 27510

WERK STEPHEN R
LYNN G WERK
250 VERMILLION LN
CHAPEL HILL, NC 27516

WEXFORD HOMEOWNERS ASSOCIATION OF
CHAPEL HILL INC
124 COBBLESTONE DR
C/O MICHAEL H HUGHES

WEXFORD HOMEOWNERS ASSOCIATION OF
CHAPEL HILL INC
5915 FARRINGTON RD #104
C/O CAS INC

WHITLEY JONATHAN W
MEGAN E WHITLEY
436 CLAREMONT DR
CHAPEL HILL, NC 27516

WILKES ROBERT WATTLES
604 LAKE HOGAN LN
CHAPEL HILL, NC 27516

WILLIAMS DAVID C JR
MARY H WILLIAMS
105 STRATFORD DR
CHAPEL HILL, NC 275167746

WILLIAMS KIM EDMISTON
407 TRAMORE DR
CHAPEL HILL, NC 27516

WILLIAMS SCOTT
BILYANA GEORGIEVA
216 LUCAS LN
CHAPEL HILL, NC 27516

WINMORE COMMUNITY ASSOCIATION INC
PO BOX 99149
RALEIGH, NC 27615

WINMORE COMMUNITY ASSOCIATION INC
PO BOX 99149
RALEIGH, NC 27615

WINMORE COMMUNITY ASSOCIATION INC
PO BOX 99149
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WINMORE COMMUNITY ASSOCIATION INC
PO BOX 99149
RALEIGH, NC 27615

WINMORE COMMUNITY ASSOCIATION INC
PO BOX 99149
RALEIGH, NC 27615

WOODHOUSE DIANA
126 KILEY ST
CHAPEL HILL, NC 27516

WRZOSEK JAMES A
AMY R CARMEN
200 SHARP ST
CHAPEL HILL, NC 27516

YORKE DIANE ET AL
BRIAN GREEN
142 PHILIPS SQ
CHAPEL HILL, NC 27516

YUAN ZHENHUA
YANWU ZENG
309 DELLA ST
CHAPEL HILL, NC 27516

YUMIKO M PUTNAM TRUST
225 S CAMELLIA ST
CHAPEL HILL, NC 27516

ZHANG BAOXIN
213 W WINMORE AVE
CHAPEL HILL, NC 27516

ZHANG DAN
YU SHAO
110 AIRLIE DR
CHAPEL HILL, NC 27516

ZHANG XIN
YAZHONG TAO
317 DELLA ST
CHAPEL HILL, NC 27516

ZHOU LOU
YOLANDA LIU
312 SILVER CREEK
CHAPEL HILL, NC 27516

ZIAEE KAYVAN
KELLY M ZIAEE
105 W WINMORE AVE
CHAPEL HILL, NC 27516

ZILLOW HOMES PROPERTY TRUST
1301 2ND AVE
FLOOR 31
SEATTLE, WA 98101

ZINN BROTHERS CONSTRUCTION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

ZINN BROTHERS CONSTRUCTION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

ZINN BROTHERS CONSTRUCTION INC
301 MONTCLAIR
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ZINN BROTHERS CONSTRUCTION INC
301 MONTCLAIR
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301 MONTCLAIR
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ZINN BROTHERS CONSTRUCTION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

ZINN BROTHERS CONSTRUCTION INC
301 MONTCLAIR
CHAPEL HILL, NC 27516

ZOU SHULI
3715 STONEGATE DR
DURHAM, NC 27705

ZUREK BRIAN
420 CLAREMONT DR
CHAPEL HILL, NC 27516

ZURLIENE ANNA CLAIRE TRUSTEE
602 S CAMELLIA ST
CHAPEL HILL, NC 27516

ZYLKA MARK JOHN
LYSE MADELEINE DE BOURGUIGNON
301 JEWELL DR
CHAPEL HILL, NC 27516

Occupant
905 HOMESTEAD RD
CHAPEL HILL, NC 27516

Occupant
102 STRATFORD DR
CHAPEL HILL, NC 27516

Occupant
902 HOMESTEAD RD
CHAPEL HILL, NC 27516

Occupant
316 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
205 DELLA ST
CHAPEL HILL, NC 27516

Occupant
102 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
110 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
130 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
110 KILEY ST
CHAPEL HILL, NC 27516

Occupant
220 E WINMORE AVE
CHAPEL HILL, NC 27516

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CHAPEL HILL, NC 27516

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126 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
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CHAPEL HILL, NC 27516

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118 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
607 S CAMELLIA ST
CHAPEL HILL, NC 27516

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413 S CAMELLIA ST
CHAPEL HILL, NC 27516

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138 PHILIPS SQ
CHAPEL HILL, NC 27516

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134 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
101 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
106 KILEY ST
CHAPEL HILL, NC 27516

Occupant
250 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
210 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
100 N CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
108 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
118 KILEY ST
CHAPEL HILL, NC 27516

Occupant
418 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
422 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
434 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
810 HOMESTEAD RD
CHAPEL HILL, NC 27516

Occupant
111 KILEY ST
CHAPEL HILL, NC 27516

Occupant
200 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
146 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
121 DELLA ST
CHAPEL HILL, NC 27516

Occupant
304 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
202 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
120 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
426 S CAMELLIA ST
CHAPEL HILL, NC 27516

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428 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
430 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
432 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
101 ORLANDO PL
CHAPEL HILL, NC 27516

Occupant
901 HOMESTEAD RD
CHAPEL HILL, NC 27516

Occupant
212 SHARP ST
CHAPEL HILL, NC 27516

Occupant
115 KILEY ST
CHAPEL HILL, NC 27516

Occupant
240 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
402 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
424 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
114 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
416 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
230 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
121 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
408 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
400 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
113 DELLA ST
CHAPEL HILL, NC 27516

Occupant
150 PHILIPS SQ
CHAPEL HILL, NC 27516

Occupant
212 E WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
110 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 205
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 306
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 301
CHAPEL HILL, NC 27516

Occupant
128 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 404
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 203
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 200
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 205
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 401
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 402
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 401
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 304
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 304
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 301
CHAPEL HILL, NC 27516

Occupant
118 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 101
CHAPEL HILL, NC 27516

Occupant
124 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
132 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 402
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 303
CHAPEL HILL, NC 27516

Occupant
114 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 303
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 204
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 305
CHAPEL HILL, NC 27516

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220 S CAMELLIA ST UNIT# 204
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 305
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 403
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 102
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 301
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 408
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 202
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 406
CHAPEL HILL, NC 27516

Occupant
116 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 202
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 201
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 203
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 100
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 303
CHAPEL HILL, NC 27516

Occupant
130 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 302
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 206
CHAPEL HILL, NC 27516

Occupant
112 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
126 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 102
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 101
CHAPEL HILL, NC 27516

Occupant
120 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 405
CHAPEL HILL, NC 27516

Occupant
122 ANDYS LN
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 302
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 201
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 208
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 202
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 308
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 304
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 207
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 407
CHAPEL HILL, NC 27516

Occupant
300 S CAMELLIA ST UNIT# 307
CHAPEL HILL, NC 27516

Occupant
414 JEWELL DR
CHAPEL HILL, NC 27516

Occupant
217 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
142 S CAMELLIA ST
CHAPEL HILL, NC 27516

Occupant
111 W WINMORE AVE
CHAPEL HILL, NC 27516

Occupant
456 CLAREMONT DR
CHAPEL HILL, NC 27516

Occupant
460 CLAREMONT DR
CHAPEL HILL, NC 27516

Occupant
416 CLAREMONT DR
CHAPEL HILL, NC 27516

Occupant
452 CLAREMONT DR
CHAPEL HILL, NC 27516

Occupant
428 CLAREMONT DR
CHAPEL HILL, NC 27516

Occupant
432 CLAREMONT DR
CHAPEL HILL, NC 27516

Occupant
132 LARKIN LN
CHAPEL HILL, NC 27516

Occupant
112 BURGUNDY LN
CHAPEL HILL, NC 27516

Occupant
120 BELLAMY LN
CHAPEL HILL, NC 27516

Occupant
220 S CAMELLIA ST UNIT# 302
CHAPEL HILL, NC 27516

Occupant
100 ANDYS LN UNIT# 201
CHAPEL HILL, NC 27516

Occupant
206 BELLAMY LN
CHAPEL HILL, NC 27516

Buyers

	TUCCILLO, FRANK 230 VERMILLION LN CHAPEL HILL NC 27516	THANGAVEL, DEEPA 680 BOGALUSA CT FREMONT CA 94539
THIEME, STEFFEN 401 JEWELL DR CHAPEL HILL NC 275116	HART, KIMBERLY WARD 100 S CAMELLIA ST CHAPEL HILL NC 27516	CHRISTIANS, CAROLYN O 105 W WINMORE AVE CHAPEL HILL NC 27516
KUMAR, MANISH 406 WYNDHAM DR CHAPEL HILL NC 27516	NEWPORT, COREY 414 WYNDHAM DR CHAPEL HILL NC 27516	FOLCH, CHRISTINE 208 S CAMELLIA ST CHAPEL HILL NC 27516
LU, JIANGANG 104 N CAMELLIA ST CHAPEL HILL NC 27516	PANDYA, RAJEEV SHAILESH 4017 PINEY GAP DR CHAPEL HILL NC 27516	NUSSBAUM, JOSEPH TRUSTEE 104 LARKIN LN CHAPEL HILL NC 27516
GARDNER, SCOTT TIMOTHY 310 JEWELL DR CHAPEL HILL NC 27516	PATEL, SUNNY H 213 LUCAS LN CHAPEL HILL NC 27516	MOHAN, NILESH 112 BURGUNDY LANE CHAPEL HILL NC 27516
EQUITY TRUST COMPANY ROBERT C MARSHALL JR IRA, C/O ROBERT MARSHALL PO BOX 570914 ATLANTA, GA 30357	KRISHNASAMY, SENTHILKUMAR 435 WYNDHAM DR CHAPEL HILL NC 27516	JUNZHI LIN 430 WYNDHAM DR CHAPEL HILL NC 27516
DOLL, BRADLEY 214 JEWELL DR CHAPEL HILL NC 27516	JORDAN, KATHERINE KLYLIE REID 105 DELLA ST CHAPEL HILL NC 27516	BLOOMFIELD, JEFFREY LEE JR 200 SHARP ST CHAPEL HILL NC 27516
JONES, BRIAN DRU 206 BELLAMY ST CHAPEL HILL NC 27516	BUNYI, MICHAEL ET AL 258 E WINMORE AVE CHAPEL HILL NC 27516	JIANG, AN LI 117 RUSKIN DR CHAPEL HILL NC 27516
HARIRI, FAROUK ADNAN 104 S CAMELLIA ST CHAPEL HILL NC 27516	BABII, ANDRII 104 ATTERBURY ST CHAPEL HILL NC 27516	MORRIS, RODNEY 431 WYNDHAM DR CHAPEL HILL NC 27516
TANCINI REAL ESTATE LLC 301 ASHMONT LANE DURHAM NC 27713	RAMM, CASSANDRA JO 423 WYNDHAM DR CHAPEL HILL NC 27516	LAWVERE, SILVANA 111 E WINMORE AVE CHAPEL HILL NC 27516

VOORHIES, ROBERT JAMES
312 DELLA ST
CHAPEL HILL NC 27516

SRIV NAVARATNAM TRUSTEE,
KANDASAMY RAMANI TRUSTEE
303 TRAMORE DR
CHAPEL HILL NC 27516

WANG, JINGJING
410 WYNDHAM DR
CHAPEL HILL NC 27516

DE GOOIJER WARNER R TRUSTEE,
TAM IRIS K TRUSTEE
7204 HASENTREE CLUB DR
WAKE FOREST NC 27587

MCBROOM, AARON
602 S CAMELLIA ST
CHAPEL HILL NC 27516

SMITH, JOHN EDWARD
6520 BRENTWOOD DR
ZEPHYRHILLS FL 33542

RUCKI, ELIZABETH K
210 VERMILLION LN
CHAPEL HILL NC 27516

ZHONG, MING
301 MONTCLAIR WAY
CHAPEL HILL NC 27516

FITZGERALD, CHARLES
350 VERNON ST, APT 501
OAKLAND CA 94610

PUTT, CHRIS
200 BELLAMY LN
CHAPEL HILL NC 27516



TOWN OF CARRBORO

Planning Board

301 West Main Street, Carrboro, North Carolina 27510

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

MAY 4, 2023

802 and 904 Homestead Road, and 310 Lucas Lane

Conditional Rezoning to R-3-CZ

Motion was made by Fray and seconded by Kirkpatrick that the Planning Board recommends that the Town Council approve the draft ordinance, subject to the following additional or replacement conditions

Project should provide traffic calming to slow traffic

Project should provide full vehicular connectivity at Lucas Lane connection to Claremont for access, public safety, and service delivery

Correct typos in condition #4 in draft rezoning ordinance)

Planning Board recommends that the project include greater density, a larger proportion of multi-family residences, and/or accessory dwelling units shall be allowed on any lots that back up on open space.

Rear setbacks for lots should be zero to accommodate accessory dwelling units.

VOTE:

AYES: (8) Poulton, Foushee, Gaylord-Miles, Clinton, Fray, Scales, Sinclair, Mangum)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2) Amina, Peretin

Associated Findings

By a unanimous show of hands, the Planning Board membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by Fray and seconded by Sinclair that the Planning Board of the Town of Carrboro finds the proposed map amendment is consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly:

- Affordable Housing Strategies to increase the number of size limited homes for purchase or rent, under 1.1, 2.3, 3.1 and 4.4.;
- Transportation & Mobility Strategies to identify sidewalks along development and design/construct, such as project 2.2;
- Land Use Strategies – to continue to increase residential density in Transition Area 1 and along key transportation corridors in a way that is compatible and interconnects with existing neighborhoods.

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


VOTE:

AYES: (8) Poulton, Foushee, Gaylord-Miles, Clinton, Fray, Scales, Sinclair, Mangum)

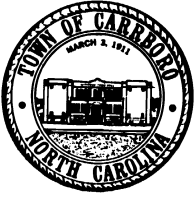
NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2) Amina, Peretin

 5/18/2023

(Chair) (Date)
Vice
chair



TOWN OF CARRBORO

301 West Main Street, Carrboro, North Carolina 27510

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

THURSDAY, JUNE 1, 2023

802 and 904 Homestead Road, and 310 Lucas Lane Conditional Rezoning to R-3-CZ

Motion was made by Swan and seconded by Keefe that the Transportation Advisory Board recommends that the Town Council adopt the draft ordinance with the following recommendations:

1. Consider narrower street widths to prompt slower vehicle speeds in the neighborhood.
2. The TAB is concerned with the language in Condition 6 that the term “cost prohibitive” is too vague and should be further defined.
3. The TAB is concerned with sightlines for westbound traffic on Homestead Road approaching the proposed new intersection. Specific concerns relate to vehicles turning left both into, and out of, the proposed development. The TAB ask that the applicant address those concerns.
4. All infrastructure intended for bicyclists and pedestrians, including the boardwalk, should also be constructed to meet mobility needs of those in wheelchairs or using mobility aides.
5. In agreeance with Condition 5 the TAB recommends adhering to the Town’s connector roads policy.

VOTE:

AYES: (Keefe, Jones-Peretto, Swan, Salvesen)

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: ()


Associated Findings

By a unanimous show of hands, the Transportation Advisory Board membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to the rezoning petition that would pose a conflict of interest.

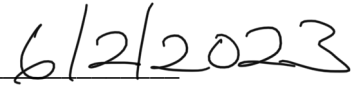
Motion was made by Swan and seconded by Keefe that the Transportation Advisory Board of the Town of Carrboro finds the proposed map amendment is consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly:

- Affordable Housing Strategies to increase the number of size limited homes for purchase or rent, under 1.1, 2.3, 3.1 and 4.4.;
- Transportation & Mobility Strategies to identify sidewalks along development and design/construct, such as project 2.2;
- Land Use Strategies – to continue to increase residential density in Transition Area 1 and along key transportation corridors in a way that is compatible and interconnects with existing neighborhoods.

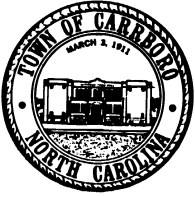
NOES: ()
ABSTENTIONS: ()
ABSENT/EXCUSED: ()



(Chair)



(Date)



TOWN OF CARRBORO

Affordable Housing Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

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

MAY 17, 2023

802 and 904 Homestead Road, and 310 Lucas Lane Conditional Rezoning to R-3-CZ

Motion was made by Lindsay Griffin and seconded by Heather Nash that the Affordable Housing Advisory Commission recommends that the Town Council approve the draft ordinance.

VOTE:

AYES: (3 – Lindsay Griffin, Heather Nash, Betty Curry)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2 – Bobby Funk, Amy Singleton)

Associated Findings

By a unanimous show of hands, the Affordable Housing Advisory Commission membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by Lindsay Griffin and seconded by Heather Nash that the Affordable Housing Advisory Commission of the Town of Carrboro finds the proposed map amendment is not consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly:

- Affordable Housing Strategies to increase the number of size limited homes for purchase or rent, under 1.1, 2.3, 3.1 and 4.4.;
- Transportation & Mobility Strategies to identify sidewalks along development and design/construct, such as project 2.2;
- Land Use Strategies – to continue to increase residential density in Transition Area 1 and along key transportation corridors in a way that is compatible and interconnects with existing neighborhoods.

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

VOTE:

AYES: (3- Lindsay Griffin, Heather Nash, Betty Curry)

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (2- Amy Singleton, Bobby Funk)

Comments:

Noting the density reduction from earlier plans – Since the project does not include the affordable housing expectation in the Land Use Ordinance of allocating 15% of the total number of units that remain affordable to households whose annual gross income equals 80% of the median gross annual income, does this rezoning commit the developer to higher density as outlined, or can they further reduce the density?

(Chair)

(Date)



TOWN OF CARRBORO

Stormwater Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

RECOMMENDATION

MAY 17, 2023

802 and 904 Homestead Road, and 310 Lucas Lane Conditional Rezoning to R-3-CZ

Motion was made by Deanna Hardesty and seconded by Mike Paul that the Stormwater Advisory Commission recommends that the Town Council disapprove the rezoning until the developer addresses the following recommendations.

Given the burden that adjacent properties may suffer from additional stormwater runoff and the existing site conditions, attention to stormwater concerns is extremely important. However, the developer's responses are inadequate. The developer did not fully or deeply address the recommendations made by the SWAC on April 17, 2022.

Any future consideration of the conditional rezoning should consider the following:

- 1) We recommend requesting additional justification beyond cost why permeable surfaces cannot be used for parking (see recent proposed use of permeable pavement in conceptual plans for South Green).
- 2) The developer did not address the SWAC's request to incorporate green stormwater infrastructure and hydrograph matching in stormwater design.
- 3) Recommend that the developer keep the disturbed area and all platted lots out of stream buffers.
- 4) Recommend providing a recreation opportunity that maintains the forested nature of the land. We support the developer's proposal to explore a wooded path for exploration and movement.
- 5) Install signs for SCMs informing the public of their purpose and requirements. Given the number of SCMs constructed by this developer, there is an opportunity to educate the public about stormwater.
- 6) We continue to recommend that the developer use vegetation native to the Piedmont, particularly along the stream buffer.
- 7) We recommend that the board assure that any development project by any developer is done after the developers other projects are meeting stormwater performance milestones.
- 8) Recommend that any bond required by the town for stormwater infrastructure include stormwater infrastructure constructed onsite and any stormwater infrastructure downstream that receives runoff from the development is included in the bond.

- 9) Recommend that SCMs be designed for the 50 year event given the unique hydrologic conditions of the site and the density of existing stormwater controls downstream.
- 10) Recommend that the developer minimize tree removal to the extent possible.

VOTE:

AYES: (5) (Deanna Hardesty, Mike Paul, John Cox, Margaret Kurz, Gordon Chadwick)

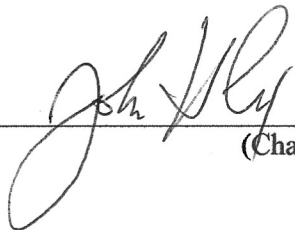
NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: (2) (Beth Vollins, Jeanette O'Connor)

Associated Findings

By a unanimous show of hands, the Stormwater Advisory Commission membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.



(Chair)

May 17, 2023

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.

Art. IX ZONING DISTRICTS AND ZONING MAP

- (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

Art. IX ZONING DISTRICTS AND ZONING MAP

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)

Art. IX ZONING DISTRICTS AND ZONING MAP

- (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

Art. IX ZONING DISTRICTS AND ZONING MAP

	<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)

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 – Map Amendment to R-3-CZ for 820 & 904 Homestead Road and 310 Lucas Lane

What are the racial impacts?

2021 American Community Survey data estimate a diverse racial demographics of the block group – 32% white, 21% Black, 33% Asian, and 14% two or more races. Roughly 8% of the community is Hispanic or Latino. Key racial impacts of the map amendment include greater housing density in the area than allowed by the R-20 district (congruous with the Winmore and Claremont developments nearby), opportunities to provide more affordable housing on the parcels, through a diversity of housing types and sizes (or a payment-in-lieu to the Town's Affordable Housing Fund), and the opportunity to continue the pedestrian network along Homestead Road which can connect new and existing residents to recreational destinations like Carolina North Forest. Increased density would impact most acutely neighbors in the Claremont subdivision, although the Town does not have demographic data on the neighborhood alone. The proposed connection from the new development to the existing community at Claremont North by way of Lucas Lane would further the interconnectivity between one neighborhood to another bringing the associated benefits, particularly for walking and biking from Winmore toward destinations further west without traveling on Homestead Road.

Who is or will experience burden?

The map amendment alone will not add burden to residents in the area but will allow for denser development which would burden nearby neighbors in the future. Residents in Claremont and Winmore will experience the majority of burden as the area is developed (noise, construction, etc.). Nearby residents may see increased traffic, increased stormwater flows, and long-term, increased property values could result in increased property taxes (this could affect housing ownership turnover, and for rentals, this cost is often passed down to renters, increasing tenants' cost of living). If the proposed development does not provide affordable housing, low-income community members may continue to be burdened by the rising cost of home ownership and tenancy in Carrboro.

Who is or will experience benefit?

Approval of the map amendment would increase the density of the site. The current zoning allows 21 dwelling units; the proposal, if approved, would allow for 36 to 44 primary dwelling units comprised of a combination of single-family and multi-family homes, and up to 12 accessory dwellings. Town residents stand to benefit from greater density, which would allow Carrboro to increase the diversity of its housing stock and provide homes for new and existing residents close to parks and schools. Existing neighbors could see an increase in property values from the development as well.

What are the root causes of inequity?

Root causes of inequity can be related to past governmental actions like land use planning that overlooks the interests of historically Black communities/communities. On a national scale, the status quo investment in single family zoning has contributed to disparities in wealth, resource accessibility, and quality of living along racial lines. While the Town does not have single family zoning districts and has offered mixed use zoning and diverse housing options for over sixty years, continuing to create diverse housing helps to mitigate larger racial and economic inequities that new or existing residents face due to structural and institutional racism.

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.



Agenda Item Abstract

File Number: 23-223

Agenda Date: 6/27/2023
In Control: Town Council
Version: 1

File Type: Agendas

TITLE:

Follow-up to FY 2022 Audit Finding

PURPOSE: The purpose of this agenda item is to provide a status report to the Town Council on the audit finding to the FY 2022 Audit.

DEPARTMENT: Finance

CONTACT INFORMATION: Arche McAdoo, 918-7439; Langston Ramseur, 918-7302

A. INFORMATION: In the audit ending June 30, 2022 the independent auditors identified a material weakness in the balances provided for certain accounts including, lease related assets and liabilities upon implementation of GASB 87, capital assets, accounts receivable, and accounts payable. These errors resulted in the auditors having to identify numerous adjusting journal entries to correct the improperly reported balances. At the recommendation of the auditors and directed by Council, the Finance Director retained the services of a CPA from April through June 2023 from Robert Half and Company to conduct a thorough review of all balance sheet accounts, across funds, to ensure that the trial balances provided for audit do not contain material errors. The CPA also:

- a. reviewed the Town's processes for capital assets, accounts receivable and accounts payable;
- b. assisted finance staff with development of standard procedures and template for reconciliations of all balance sheet accounts, across funds to ensure that trial balances do not contain errors; and,
- c. recommended finance team members attend at least 2 training events per year.

Reconciliation for all balance sheet accounts for the current fiscal year 2023 have been reviewed. Based on best practices, the finance staff working with the CPA have drafted the following new or revised policies, procedures and templates.

1. Year-End Closing

Communicates the expectations of all Town employees to facilitate the year-end closing of all accounts in an orderly, timely and comprehensive manner, ensuring the accurate representation of the Town's financial statements and providing the necessary documentation for the Town's independent auditors.

2. Month-End Closing

Describes the month-end closing process of collecting and filing all financial transaction information for review, reconciliation, accruing, and reporting the results of the Town's operations at the end of each month.

3. Financial Calendar - Actual Results

Defines the required financial calendar (established reporting deadlines and responsibilities) for use in reporting the results to the Town's Finance Officer or designee.

4. Account Reconciliations and Analyses

Defines the Town's policies and procedures for the completion and maintenance of general ledger account reconciliations and analyses, accompanied by supporting documentation.

5. Bank Reconciliation

Defines the Best Practice for completing and maintaining accurate and complete general ledger bank account reconciliations, accompanied by supporting documentation, ensuring the accounting records agree with the balance on the bank statements.

6. Journal Entry System

Defines the procedures for the journal entry system and for preparing and processing journal entries (standard, non-standard, recurring) and their supporting documents, including those that are unusual in nature (not recurring nor standard) and amount.

7. Prepaid Expenses

Defines the Best Practice for the accounting of prepaid expenses (payments made in advance of the benefits to be received), and for processing those payments - capitalized and classified as prepaid expenses and recognized/amortized incrementally over the period in which the benefits will be received (passage of time).

8. Cash Handling

Defines the policies and procedures for handling cash, ensuring the existence of proper controls (safeguard, account for, and document) over all cash receipts collected at any Town site.

These draft policies have been used in the preparation for the FY 2023 audit, and should result in increased accuracy of data for the independent auditors.

FISCAL & STAFF IMPACT: There is no fiscal impact.

RECOMMENDATION: That the Town Council accept this status report on the audit findings for Fiscal Year Ended June 30, 2022.

Report to the
Town Council

Town of Carrboro

June 30, 2022

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Final Draft

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Final Draft

Communication with Those Charged with Governance

February 15, 2023

Town Council
Town of Carrboro
Carrboro, NC

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Town of Carrboro (the "Town") for the year ended June 30, 2022, and have issued our report thereon dated February 15, 2023. Professional standards require that we provide you with information about our responsibilities in accordance with auditing standards generally accepted in the United States of America, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 19, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under Auditing Standards Generally Accepted in the United States of America and Government Auditing Standards

As stated in our engagement letter dated May 19, 2022, our responsibility, as described by professional standards, is to express opinions on each opinion unit about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered the Town's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide any assurance on the internal control over financial reporting.

As part of obtaining reasonable assurance about whether the Town's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit.

We have issued a written report on our consideration of internal controls and compliance in accordance with *Government Auditing Standards*, in which we identified a material weakness in internal controls over financial reporting.

Our Responsibility under Office of Management and Budget ("OMB") Title 2 U.S. Code of Federal Regulations ("CFR") Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" ("Uniform Guidance"), and the State Single Audit Implementation Act

As stated in our engagement letter dated May 19, 2022, our responsibility, under Federal and State regulations, is to examine on a test basis, evidence about the Town's compliance with the type of compliance requirements described in the OMB Compliance Supplement applicable to each of its major federal programs and the types of compliance requirements described in the *Audit Manual for Governmental Auditors in North Carolina* (the Audit Manual) that could have a direct and material effect on the Town's major state programs. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination the Town's compliance with those requirements. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal or state program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance and the Audit Manual. We have issued a written report on the Town's compliance, in which we did not identify any material weaknesses or significant deficiencies in internal controls over compliance with the major Federal and State programs.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements. With the exception of the adoption of GASB 87, Leases, as further described in our report below, no new accounting policies were adopted and the application of existing policies was not changed during the reporting period. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management, and are based on management's knowledge and experience about past and current events, and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the depreciable lives of property and equipment is based on the expected useful lives of the individual capital assets.

Management's estimate of the allowance for doubtful accounts and uncollectible loan losses is based on historical collection experience and collateral.

Management's estimate of the liabilities related to the pension plans and other postemployment benefits, as well as the related deferred inflows and outflows of resources, are based on actuarial assumptions and projections that are provided by third parties based on information provided by management.

Management's estimate of the discount rates used for discounting the lease receivables and lease liabilities, which are based on assumptions surrounding the Town's incremental borrowing rates.

We have evaluated the key factors and assumptions used in determining that the estimates above are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear. We do not feel any certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements detected as a result of auditing procedures were corrected by management:

1. To defer ARPA revenue received but not yet obligated for expenditures as of year-end:

Grant revenue	3,070,077
Deferred revenue	(3,070,077)
2. To reverse capital expenditures not yet incurred in the Stormwater fund as of year-end:

Accounts payable	70,632
Construction in process	(70,632)
3. To capitalize street resurfacing expenditures at the government-wide level:

Capital assets	533,773
Fixed asset contra account	(533,773)
4. Adjustment to client provided lease balances upon implementation of GASB 87:

Deferred inflows of resources, leases	53,446
Leases receivable	(53,446)
Leased assets	(218,729)
Leases payable	218,729

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain written representations from management that are included in the management representation letter included at Appendix A.

Management Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Significant Matters, Findings, or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

On July 1, 2021, the Town adopted GASB 87, Leases. GASB 87 creates one model for recognizing leases for both lessees and lessors. Substantially all leases are recognized on the lessees' statement of net position. In the statement of activities, lessees no longer report rent expense for the previously classified operating leases but instead report interest expense on the liability and amortization expense

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related to the asset. Lessors recognize a lease receivable and corresponding deferred inflow of resources. Interest income associated with the receivable are recognized using the effective interest method.

Adoption of GASB 87 required significant time to identify a complete list of lease contracts for consideration of adoption and measure the lease assets and liabilities for recognition. In addition, due to adoption of the standard, the Town's key performance indicators related to the statement of net position (such as the current ratio) are likely not comparable to historical results.

This information is intended solely for the use of the Town Council and management of Town of Carrboro, and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

FORVIS, LLP

High Point, NC

Final Draft

Appendix A Management Representation Letter

RESOLUTION FOR RESPONSE TO INTERNAL CONTROL WEAKNESSES FOR
FINANCIAL REPORTING AND FINANCIAL PERFORMANCE INDICATORS OF
CONCERN (FPIC) FOR FUND BALANCE REDUCTION AND LATE SUBMISSION OF
AUDIT

WHEREAS, the Town Council has received a presentation of the Financial Statements and Independent Audit for the Fiscal Year Ended June 30, 2022 from independent auditors, FORVIS, LLP; and,

WHEREAS, the Independent Auditors, FORVIS, LLP, has provided a favorable opinion for the Town's Annual Comprehensive Financial Statements; and,

WHEREAS, the Independent Auditors identified a material weakness in internal controls for financial reporting; and

WHEREAS, this material weakness caused an inaccurate reconciliation of certain asset and liability accounts which required material adjusting journal entries during the audit process to correct these improperly reported balances; and,

WHEREAS, the Independent Auditors have identified two Financial Performance Indicators of Concern that needs to be addressed by the Town Council; and,

WHEREAS, it is important that financial reporting be accurate and complete to disclose the financial condition of the Town and for management decision making; and,

WHEREAS, the Auditor's Findings, Recommendations, and Fiscal Matters have been discussed with the Town Manager and Fiscal Officer; and,

WHEREAS, 20 NCAC 03 .0508 requires the governing body to develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters" ("Response) signed by a majority of the members of the governing body; and submit such Response to the Secretary of the Local Government Commission within 60 days after the presentation.

NOW THEREFORE, BE IT RESOVLED by the Town Council of the Town of Carrboro, North Carolina adopts the following response to the Auditor's Findings, Recommendations, and Fiscal Matters for Audit Year Ended June 30, 2022:

- A. Material Weakness: The Schedule of Finding and Question Costs included as a material weakness that errors were identified in the balances provided for certain accounts including, lease related assets and liabilities upon implementation of GASB 87, capital assets, accounts receivable, and accounts payable. These errors resulted in the auditors having to

identify numerous adjusting journal entries to correct the improperly reported balances. Recommendation for auditors is that management conducts a thorough review of all balance sheet accounts, across funds, to ensure that the trial balances provided for audit do not contain material errors. The Council has stressed the importance of consistent processes to accounting staff and will take (or has taken) the following corrective actions:

1. The Finance Director is directed to employ an independent CPA to perform the following:
 - a. Review all balance sheet accounts, across funds;
 - b. Review and evaluate system processes for capital assets, accounts receivable and accounts payable;
 - c. Develop with finance staff procedures for reconciliations of all balance sheet accounts, across funds to ensure that trial balances do not contain errors; and,
 - d. Recommend needed training for the accounting staff.
 2. The above tasks in Item #1 above is to be completed no later than May 31, 2023.
 3. The Finance Director shall report to the Town Council on the outcome of the above by May 31, 2023.
- B. Fund Balance Reduction: To increase fund balance available for appropriation in the General Fund, the Town Council has adopted the following fund balance policy that requires general fund balance between 22.5% and 35.0%. If unassigned fund balance falls below 20.0%, the Town Manager is required to develop and implement a plan to rebuild the balance to 22.5% within one year; or if unassigned fund balance exceeds 35.0%; the Town Manager may set aside an amount in assigned fund balance for transfer to the capital projects fund for future projects (unless the Town Manager determines it necessary to maintain fund balance at the current level due to existence of other fiscal, economic and/or operating conditions). The percentage of fund balance available at June 30, 2022 is 37.96%. The Town Council is committed to compliance with the provisions of its fund balance policy. A copy of the policy we adopted is enclosed.
- C. Late Submission of Audit: This is the second consecutive year that the Town has submitted its audit report to the LGC after the required deadline. Last year the audit was submitted late due to the need for a single audit which was identified in late November 2021 by independent auditor's management review. This year the audit was delayed due to the errors identified in the balances provided for certain accounts including, lease related assets and liabilities upon implementation of GASB 87, capital assets, accounts receivable, and accounts payable. These errors resulted in the auditors having to identify numerous adjusting journal entries to correct the improperly reported balances. The steps in A.1. above when implemented and completed should eliminate incorrect at data in future years' audit.

- D. A copy of this resolution shall be provided to the Town Manager and Finance Director within five days of adoption.
- E. A copy of this resolution shall be provided to the Secretary of the Local Government Commission within 60 days of adoption

Pocket Questions for audit contract and status report on audit findings

1. What are the racial impacts? None
2. Who is or will experience burden? Town must pay for annual audit.
3. Who is or will experience benefit? The Town and its citizens will benefit by having an independent audit attesting to Town's financial condition.
4. What are the root causes of inequity? Lack of minority audit firms.
5. What might be the unintended consequences of this action or strategy? Unintended consequences occur with audit findings related to accuracy of data.



Agenda Item Abstract

File Number: 23-120

Agenda Date: 6/20/2023
In Control: Town Council
Version: 1

File Type: Agendas

Request to Amend Racial Equity Commission Charge

PURPOSE: The purpose of this agenda item is for the Town Council to consider the recommendation from the Racial Equity Commission (REC) to amend the commission charge. Donald Hawkins II, Racial Equity Commission Chair will make the presentation.

DEPARTMENT: Town Manager's Office

CONTACT INFORMATION: Anita Jones-McNair, Chief Race and Equity Officer,
amcnair@carrboronc.gov <<mailto:amcnair@carrboronc.gov>>, 919.918.7381

COUNCIL DIRECTION:

☒ Race/Equity ☐ Climate ☐ Comprehensive Plan ☐ Other

The Council approved the Resolution Supporting Reparations for Black Carrboro on October 20, 2020. Within the resolution is states to *Establish a Racial Equity Commission that will be empowered to make short, medium and long-term recommendations that will make significant progress toward repairing the damage caused by public and private systemic racism, boosting economic mobility and opportunity, and creating generational wealth in the Black community, and Empowers the Commission to hold community conversations to educate the public on the mission of the commission and discuss implementation of the above recommendations.*

INFORMATION: The presentation includes recommendations to amend the charge. (See Attachment B)

The Town Council established the commission in January 2021 to advise and work with the Town Council, Chief Race and Equity Officer, and Town staff to educate, provide leadership, and facilitate on-going equitable engagement within the immediate and greater Carrboro community toward the goal of creating a community of inclusiveness in which political, economic, social, and cultural institutions are no longer predicated and influenced by race.

The REC began meeting in June 2021. One short term responsibility is to evaluate the mission, purpose and annual duties and present any recommended changes to the Town Council for approval. The need to work on a clear direction and message has been a focal point. In April of this year, the commission held a strategy session with Bryana Clover, facilitator, to focus on the direction of the commission.

Racial Equity Commission (REC) Background

The REC revisited the Commission's charge and discussed a shared vision for the work moving forward. At the beginning of their strategy session, they discussed their shared fears, hopes and personal values. This was an important exercise for cultivating connection, trust, and shared vision. The results of the centering are as follows:

1. Fears
 - a. Our work as the REC will be taken for granted- our work will be done in vain.

- b. Nothing will happen despite our investment in the REC.
 - c. Our purpose isn't aligned with the mission and how we operate.
 - d. Democracy is at risk, and the gains of the last 100 years will be "for naught."
 - e. That we will not take full advantage of the potential impact of the REC.
2. Hopes
- a. REC recommendations will be heard and put into practice.
 - b. The youth will be engaged in justice work, this work is for them. For our children's future.
 - c. The commitments made by the town are put to action.
 - d. Connection and cohesion amongst the members of the REC
3. Personal Values
- a. Helping others
 - b. Truth and justice for Black Americans
 - c. Time
 - d. Impact
 - e. Dignity for ALL
 - f. Honor
 - g. Diversity
 - h. Embracing the fullness of life

FISCAL IMPACT: There are no fiscal or staff impacts associated with amending the charge.

RECOMMENDATION: The Town Manager recommends that the Town Council amend the Racial Equity Commission Charge.

RESOLUTION TO AMMEND THE RACIAL EQUITY COMMISSION CHARGE

WHEREAS, the Carrboro Racial Equity Commission was established as the community advisory, leadership support team of the Town's racial equity commitment. The commission will work with the Town Council, Race and Equity Officer and Town staff; and

WHEREAS, the Racial Equity Commission IS empowered to make short, medium and long-term recommendations that will make significant progress toward repairing the damage caused by public and private systemic racism, boosting economic mobility and opportunity, and creating generational wealth in the Black community; and

WHEREAS, the Racial Equity Commission held its first meeting on June 23, 2021; and

WHEREAS, the Town of Carrboro seeks to incorporate equitable policies, procedures and practices. The goal is to create a community in which political, economic, social and cultural institutions are no longer predicted and influenced by race. That is why the Racial Equity Commission is so important; and

WHEREAS, the need to work from a clear direction and message has been a focal point; and

WHEREAS, the Racial Equity Commission request that the Town Council amend the Racial Equity Commission Charge.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF CARRBORO
RESOLVES:

Section 1. Amend the Racial Equity Commission Charge:

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Purpose

The Carrboro REC exists to ensure the thriving of Black, Indigenous, other People of Color (BIPOC) town members. We recognize the harm of structural and institutional racism (both seen and unseen) to BIPOC communities. It is the role of the REC to bring to light the ways in which racism still plagues our communities and commits to holding Carrboro accountable to facing this truth and providing equitable operations and services, economic sustainability, affordable housing, food security, and equitable climate change.

Vision

To create a community where all can thrive, and one in which the political, economic, social and cultural institutions are no longer predicated and influenced by race.

Mission & Values

The REC is devoted to educating constituents on the historical legacy of racism and the ways in which it shows up in Carrboro culture, policies and institutions; amplify the BIPOC voices of Carrboro so that our focus addresses the true needs of the community; and influence decision and policymakers to prioritize equity and justice in all matters of policy, procedures and practices

that impact the most vulnerable of Carrboro. The work is grounded on our shared values of: Teamwork, Leadership, Devotion, Truth, Ethics and Accountability.

Goals

1. The most vulnerable residents of Carrboro have access to fair and equitable housing.
2. Carrboro has clarity on the inequities in our education system and facilitates dialogue amongst leaders in Education to plan ways to address the priority issues.
3. The REC will initiate key collaborations and partnerships to contribute to the accomplishment of their identified goals.
4. The REC will establish a growth and sustainability plan.
5. Carrboro will directly invest in supporting wealth building for their BIPOC community.
6. The REC will emphasize racial equity awareness and education for Carrboro residents and leaders.

Objectives

1. The most vulnerable residents of Carrboro have access to fair and equitable housing.
 - a. *Objective 1:* Ensure Carrboro has plans in place to build housing for residents with 30% AMI or below.
2. Carrboro has clarity on the inequities in our education system and facilitates dialogue amongst leaders in Education to plan ways to address the priority issues.
 - a. *Objective 1:* Identifies key stakeholders in the education system, and facilitates dialogue to discuss issues in education (see below)
 - i. After school program
 - ii. Achievement gap
 - iii. Discipline policy
 - iv. Mentorship
 - v. Teacher diversity
 - vi. Teacher education/implicit bias training
 - vii. Bias in gifted programs
 - viii. Activism in education
3. Initiate key collaborations and partnerships to contribute to the accomplishment of their identified goals.
 - a. *Objective 1:* Identifies a list of key partnership opportunities with organizations that have shared values and meet about the work of racial justice.
4. Establish a growth and sustainability plan.
 - a. *Objective 1:* Establish an onboarding plan for new members, including training.
 - b. *Objective 2:* Finalize a recruitment plan for identifying new members.
 - c. *Objective 3:* Establish key metrics of success, and a plan for measuring these metrics over time.
 - d. *Objective 4:* Conduct historical, educational and community building opportunities.
 - e. *Objective 5:* Complete oral history project.
5. Invest in supporting wealth building for BIPOC community.

- a. *Objective 1:* Make recommendations to the town council for establishing pathways to generational wealth for BIPOC.
 - b. *Objective 2:* Follow-up with the Town Council on the progress of the Reparations Plan.
 - c. *Objective 3:* Request that Carrboro create an equity fund.
6. Emphasize racial equity awareness and education for Carrboro residents and leaders.
- a. *Objective 1:* Regularly engage with the community through listening sessions and events.
 - b. *Objective 2:* Initiate a plan for creating cohesion and connection amongst the Black community of Carrboro (mobilize our people to get engaged!)
 - c. *Objective 3:* Ensure the Town commits to equity training for all employees.
 - d. *Objective 4:* Ensure the Town commits to evaluating all policies, practices, procedures and services.

Section 2. The resolution is effective upon adoption.

RACIAL EQUITY COMMISSION CHARGE

History

The Carrboro Town Council and Staff made a commitment to LISTEN to the voices of Carrboro, ENGAGE the voices of Carrboro, PROVIDE services AND PLAN for all the voices of Carrboro. This deliberate decision was voted on with unanimous support by the Town Council to begin race and equity work in October 2018. The town joined GARE (Government Alliance for Race and Equity) and started their journey.

With *one voice*, the Town envisions all people that live and work in Carrboro are thriving. Unfortunately, to thrive is only a notion when fundamentally for many black, brown and other marginalized residents' basic needs are deficient. Often times structural and institutional racism plagues many communities. Facing truth and finding reconciliation provides healing and direction. The Town will commit to providing equitable operations and services, economic sustainability, affordable housing, food security, equitable climate change mitigation for ALL of Carrboro.

Purpose

The Carrboro REC exists to ensure the thriving of Black, Indigenous, other People of Color (BIPOC) town members. We recognize the harm of structural and institutional racism (both seen and unseen) to BIPOC communities. It is the role of the REC to bring to light the ways in which racism still plagues our communities and commits to holding Carrboro accountable to facing this truth and providing equitable operations and services, economic sustainability, affordable housing, food security, and equitable climate change.

Vision

To create a community where all can thrive, and one in which the political, economic, social and cultural institutions are no longer predicated and influenced by race.

Mission & Values

The REC is devoted to educating constituents on the historical legacy of racism and the ways in which it shows up in Carrboro culture, policies, and institutions; amplify the BIPOC voices of Carrboro so that our focus addresses the true needs of the community; and influence decision and policymakers to prioritize equity and justice in all matters of policy, procedures and practices that impact the most vulnerable of Carrboro. The work is grounded on our shared values of: Teamwork, Leadership, Devotion, Truth, Ethics and Accountability.

Criteria of the Carrboro Racial Equity Commission

Commission make-up

Comprised of 9 commission members that completed race and equity training provided by the Town's Core Team. All representatives should live in Carrboro.

Four representatives from the community. (Two lived in the community for at least 20/30 years and two for at least 10/20 years. Also, each should have a lived experience based on being a person of color. That expertise will help to educate others and deepen viewpoints and practices. The ones that are closest to the pain can be change agents and closer to the power structures that are currently in place. These community members should stay in place until appropriate replacements can be found because they are the foundation of this commission and will provide leadership and stability as this commission is formed.

1 representative from the Affordable Housing Advisory Commission

1 representative Environmental Advisory Board

1 representative Economic Sustainability Commission

1 representative from the Farmer's Market Board or BIPOC business owner (amend.6-21-2022)

1 youth seat

2 non-voting Town Council Liaison

Race and Equity Officer – Staff Liaison (non-voting)

Commission members will serve two-year terms. (Option to serve two sequential terms)

Goals and Objectives

1. The most vulnerable residents of Carrboro have access to fair and equitable housing.
 - a. Objective 1: Ensure Carrboro has plans in place to build housing for residents with 30% AMI or below.
2. Carrboro has clarity on the inequities in our education system and facilitates dialogue amongst leaders in Education to plan ways to address the priority issues.
 - a. Objective 1: Identifies key stakeholders in the education system, and facilitates dialogue to discuss issues in education (see below)
 - i. After school program
 - ii. Achievement gap
 - iii. Discipline policy
 - iv. Mentorship
 - v. Teacher diversity
 - vi. Teacher education/implicit bias training
 - vii. Bias in gifted programs
 - viii. Activism in education
3. Initiate key collaborations and partnerships to contribute to the accomplishment of their identified goals.
 - a. Objective 1: Identifies a list of key partnership opportunities with organizations that have shared values and meet about the work of racial justice.
4. Establish a growth and sustainability plan for commission members and community.
 - a. Objective 1: Establish an onboarding plan for new members, including training.
 - b. Objective 2: Finalize a recruitment plan for identifying new members.

- c. Objective 3: Establish key metrics of success, and a plan for measuring these metrics over time.
 - d. Objective 4: Conduct historical, educational and community building opportunities.
 - e. Objective 5: Complete oral history project.
- 5. Invest in supporting wealth building for BIPOC community.
 - a. Objective 1: Make recommendations to the town council for establishing pathways to generational wealth for BIPOC.
 - b. Objective 2: Follow-up with the Town Council on the progress of the Reparations Plan.
 - c. Objective 3: Request that Carrboro create an equity fund.
- 6. Emphasize racial equity awareness and education for Carrboro residents and leaders.
 - a. Objective 1: Regularly engage with the community through listening sessions and events.
 - b. Objective 2: Initiate a plan for creating cohesion and connection amongst the Black community of Carrboro (mobilize our people to get engaged!)
 - c. Objective 3: Town commits to equity training for all employees.
 - d. Objective 4: Town commits to evaluating all policies, practices, procedures, and services.

Attachment D - Racial Equity Pocket Questions

These racial equity pocket questions are for the Racial Equity Commission (REC) request to update their purpose, vision, mission statement, values and goals.

1. What are the racial impacts?

The REC was created on behalf of the Town Council to address racial equity issues throughout the Town of Carrboro. The realignment of the REC's *purpose, vision, mission statement, values and goals* will address the same racial impacts and allow for more positive impacts due to better coordination, vision, and communication throughout the REC team members.

2. Who is or will experience burden?

This process of realignment shouldn't cause new burden. It is important to note that those who were previously missed may continue to be burdened however a goal of the REC is to help close racial equity gaps overtime in the community. Some individuals/groups may be missed unintentionally. Again, it is a goal of the REC to listen and engage these historically missed populations.

3. Who is or will experience benefit?

The Town of Carrboro's community and government will benefit from the updating of the purpose, vision, mission statement, values, and goals because this process allowed for the restructuring of and fluidity of operationalizing the community work in an impactful way. The team will have more guidance in how to move forward with addressing equity issues in the Town of Carrboro.

4. What are the root causes of inequity?

The REC was established two years ago to elevate community voices and promote equity in the BIPOC community. This has been and continues to be a journey for the REC and the Town. The charge by Council began the journey. The REC envisions this purpose, vision, mission statement, values and goals aligns a path to function. The work, terminology, continues to evolve and focus on missed community members and opportunities.

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

The REC has done their diligence in ensuring all areas of services, economic sustainability, affordable housing, food security, and equitable climate change mitigation will be fully overed. There may be a missed area of coverage in the new purpose, vision, mission statement, values and goals that misses serving BIPOC members. If so, hopefully it surfaces and is addressed.



Agenda Item Abstract

File Number: 23-221

Agenda Date: 6/27/2023
In Control: Town Council
Version: 1

File Type: Agendas

Consideration of a Decision Document Related to Jade Creek Architecturally Integrated Subdivision Special Use Permit-A at 8522 Old NC 86

PURPOSE: The purpose of this agenda item is for Town Council to consider adopting a decision document related to the Special Use Permit-A request for property at 8522 Old NC 86. A draft version of the decision document is attached as Attachment A.

DEPARTMENT: Planning Department

CONTACT INFORMATION: Marty Roupe, Development Review Administrator, 919-918-7333, mroupe@carrboronc.gov <<mailto:mroupe@carrboronc.gov>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Land Use Ordinance

Development applications should be reviewed in the context of any appropriate and applicable information contained within the Carrboro Connects Comprehensive Plan.

INFORMATION: At its June 13, 2023 meeting, Town Council concluded the public hearing for the Jade Creek SUP-A permit application and discussed the project amongst themselves. Direction was given to staff to bring back a draft decision document at the June 27, 2023 meeting.

As suggested, additional draft conditions have now been included in the document, see conditions 15 through 22. The new conditions relate to topics discussed by Council members that were agreeable to the applicant. The applicant has indicated to staff that they are not amenable to three other topics discussed by Council, those topics being:

- Providing a stormwater bond for protection of off-site stormwater control measures;
- Providing traffic calming measures within the development on the new public streets;
- And, creating a permanent conservation easement for the wetlands within the development.

Staff requests that Town Council consider adopting the draft document included as Attachment A.

Agenda materials from the previous two meetings are available at the following links:

-May 23, 2023 meeting and continued the hearing to their

[Town of Carrboro - File #: 23-171 \(legistar.com\)](https://carrboro.legistar.com/LegislationDetail.aspx?ID=6214465&GUID=FBB9C011-BEB8-4FE5-A66D-9F4F9A0861EB&Options=&Search=>) <<https://carrboro.legistar.com/LegislationDetail.aspx?ID=6214465&GUID=FBB9C011-BEB8-4FE5-A66D-9F4F9A0861EB&Options=&Search=>>>

-June 13, 2023 meeting,

[Town of Carrboro - File #: 23-188 \(legistar.com\)](https://carrboro.legistar.com/LegislationDetail.aspx?ID=6214465&GUID=FBB9C011-BEB8-4FE5-A66D-9F4F9A0861EB&Options=&Search=>) <<https://carrboro.legistar.com/LegislationDetail.aspx?ID=6214465&GUID=FBB9C011-BEB8-4FE5-A66D-9F4F9A0861EB&Options=&Search=>>>

Agenda Date: 6/27/2023
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Version: 1

File Type: Agendas

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FISCAL IMPACT: The applicant has paid all fees associated with the application.

RECOMMENDATION: Town staff recommends that the Town Council consider adopting the attached draft decision document (Attachment A), approving the Special Use Permit-A for the Jade Creek AIS at 8522 Old NC 86.

DECISION ON SPECIAL USE PERMIT-A
Jade Creek Architecturally Integrated Subdivision, 8522 Old NC 86

On May 23, 2023 and June 13, 2023, the Town Council held a quasi-judicial hearing on the application of KB Home for a Special Use Permit-A to allow for construction of an architecturally integrated subdivision with 72 single-family home lots and associated infrastructure at 8522 Old NC 86. Based on the evidence submitted at the hearing, the Council makes the following Findings of Fact, Conclusions, and Decision:

Findings of Fact

1. The property that is the subject of the application, located at 8522 Old NC 86, PIN No. 9860-81-0089, is 36.7 acres in size and is zoned Residential-20, R-20.
2. The surrounding land uses are: to the North, single-family homes; to the South, single-family homes; to the West, Old NC 86 Right of Way; and to the East, single-family homes.
3. The applicant proposes to build an architecturally integrated subdivision with 72 single-family home lots and associated infrastructure and open space on the property, which is a permitted use with a Special Use Permit-A in the R-20 district under classification 26.100 and 1.111 in the Table of Permissible Uses.
4. According to the Staff Report, the Application is complete and the proposed use satisfies all of the Land Use Ordinance requirements regarding traffic, parking, bike parking, tree protection, screening, shading of the parking lot, tree canopy, drainage and grading, and requirements pertaining to utilities and refuse collection.
5. Mr. Richard Kirkland, Jr, and Mr. Nicholas Kirkland, both N.C. Certified Appraisers, rendered the opinion that the proposed use will not substantially injure the value of adjoining property and will be in harmony with the intensity, scale, and character of development existing or planned in the surrounding area.

Conclusions

1. The Application is complete.
2. The Application complies with all applicable requirements for the Land Use Ordinance.
3. The proposed use will not materially endanger the public health or safety.
4. The proposed use will not substantially injure the value of adjoining or abutting property.
5. The proposed use will be in harmony with the area in which its is to be located.
6. The proposed use will be in general conformity with the Land Use Plan and Thoroughfare Plan.

Decision

Based on the foregoing findings of fact and conclusions, the Council grants the requested Special Use Permit-A to KB Home, subject to the following statements and conditions:

1. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Council, a copy of which is filed in the Carrboro Town Hall. Any deviations from or changes in these plans must be submitted to the Development Review Administrator in writing and specific written approval obtained as provided in Section 15-64 of the Land Use Ordinance.
2. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.
3. That Certificates of Occupancy for the final four units may not be issued until such time as Certificates of Occupancy have been granted for the four affordable units constructed within the development and the payment in lieu is received for 11.3 additional units satisfied by way of a payment to the town's Affordable Housing Revenue Fund, in the amount equivalent to 11.3 times the amount included in the Town's fee schedule at the time of payment. A note to this effect shall be required on the final plat.
4. That the continued affordability of four units must be specified in the Homeowner's Association documents per the provisions of Section 15-182.4

of the Land Use Ordinance. These documents must be approved by the Town Attorney prior to construction plan approval.

5. That in accordance with Section 15-182.4, the developer shall include in the restrictive covenants applicable to the subdivision, and in the deeds for the affordable units, covenants and restrictions that are sufficient to ensure that the affordable units will remain affordable as described in that section. Those covenants and restrictions shall include provisions that will allow the Town of Carrboro to enforce the commitment that the housing units remain affordable. These documents shall be subject to the approval of the Town Attorney.
6. That the applicant must receive a driveway permit from NCDOT prior to approval of the construction plans.
7. Prior to construction plan approval, the plans need to include a standard detail, per section 15-291 of the LUO, demonstrating that each lot can provide off-street parking sufficient to accommodate two cars, excluding those spaces provided within the garage.
8. That flexibility be allowed in the execution of the street tree planting plan (subject to the approval of public works and the planning department), such that the combination of existing and proposed trees along all publicly dedicated streets in the subdivision meet the street tree requirements of Section 15-315 of the Land Use Ordinance and that the final arrangement is such that 1/3rd of the street trees retained and/or proposed for this purpose are evergreen.
9. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in PDF format and shall include a base map of the whole project and all separate plan sheets. As-built PDF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
10. Per Section 15-263.1, that the developer shall include a detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for each stormwater BMP in the development, performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting documentation shall be submitted to Town engineer and Stormwater Utility staff for approval prior to construction plan approval.

11. That concurrent with the town's acceptance and approval of the certification of a stormwater BMP, the applicant shall submit a performance security to be posted and held by the Town for a period of two years per the provisions of Section 15-263(i).
12. That the developer provide a written statement from the electrical utility stating that electric service can be provided to all locations shown on the construction plans prior to the approval of the construction plans;
13. That fire flow calculations must be submitted and approved by the Town Engineer and Town Fire Department prior to construction plan approval.
14. That the applicant must submit a voluntary annexation request and that the town must approve the annexation thereby bringing the property into the Town's municipal limits prior to the recording a final plat for the project.
15. That the applicant receive(s) CAPS from the Chapel Hill-Carrboro City Schools district pursuant to Article IV, Part 4 of the Carrboro Land Use Ordinance prior to construction plan approval.
16. That, prior to final plat approval, the Homeowner's declarations and covenants shall satisfy the applicable provisions of the Land Use Ordinance subject to review and approval of the Town Attorney.
17. That the applicant agrees to construct all homes in a manner that makes rooftop solar an available option at the time each home is purchased.
18. That the applicant agrees to construct all homes in a manner that makes EV charging stations an available option at the time each home is purchased.
19. That the applicant agrees to install educational signage about the SCMs to inform the public of their purpose and requirements.
20. That the applicant agrees to leave in place the access easements to the SCMs, as currently shown on the plans and in accordance with LUO provisions.
21. That the applicant voluntarily agrees to maintain their commitment to designing SCMs in a manner that will handle 100-year storm events, above and beyond the LUO required 25-year storm events. The SCM designs shown on the construction plans must adhere to this requirement.
22. That the construction plans must fully comply with all aspects of the Type A screening requirement along Old NC 86, in accordance with LUO provisions.
23. That the four homes constructed in accordance with the LUO's affordability provisions shall not be unduly isolated or segregated from other dwelling units within the development, in accordance with LUO provisions.
24. That the applicant agrees to leave in place a 15-foot buffer on the east side of the property, adjacent to the existing homes in the Lake Hogan Farms

subdivision. The construction plans must show a 15-foot buffer instead of the 10-foot buffer shown on the SUP-A plans.

Signed, this the ____ day of June 2023.

Damon Seils, Mayor, Town of Carrboro



Agenda Item Abstract

File Number: 23-210

Agenda Date: 6/27/2023

File Type: Agendas

In Control: Town Council

Version: 1

Presentation on Gas-Powered Landscaping Equipment

PURPOSE: The purpose of this item is to provide a presentation of staff findings on potential code amendments for banning gas-powered landscape equipment in Carrboro to reduce environmental and noise pollution.

DEPARTMENT: Town Manager's Office, Planning, Legal, Economic Development, and Police

CONTACT INFORMATION: Jon Hartman-Brown, JHartman-Brown@CarrboroNC.gov <mailto:JHartman-Brown@CarrboroNC.gov>; Zach Kier, ZKier@CarrboroNC.gov <mailto:ZKier@CarrboroNC.gov>.

COUNCIL DIRECTION:

☐ Race/Equity ☒ Climate ☐ Comprehensive Plan ☐ Other

This is a request by Council to explore options towards banning gas-powered landscape equipment in Carrboro to reduce environmental and noise pollution.

INFORMATION: Council has requested that staff explore opportunities to ban gas-powered landscape equipment in Carrboro to reduce environmental and noise pollution. A multi-departmental team has explored the topic and are prepared to provide a summary of findings and options for moving forward with such a regulation.

FISCAL IMPACT: Unknown at this time. Potentially no fiscal impact.

RECOMMENDATION: Staff present the following recommended options: (1) expand and utilize existing noise ordinance to specifically include landscaping equipment; (2) create a new ordinance that will limit the decibel level of landscaping equipment; or (3) make no changes at this time.

MEMORANDUM

TO: The Carrboro Town Council

FROM: Nick Herman

SUBJECT: The Legality of Banning Gas-powered Leaf Blowers, and
General Options and Considerations for Regulating Such
Leaf Blowers and Other Landscaping Equipment

DATE: May 19 2023

I. SUMMARY

The Council has expressed interest in regulating gas-powered leaf blowers, particularly with two-stroke engines. Members of the public have expressed concern about the noise and pollution caused by this type of landscape-maintenance machinery. Some localities in other States (or at least one State itself, California) have sought to ban, at least partially, gas-powered leaf blowers, but the legality of such a ban by the Town must be considered under North Carolina law and not under the law of so-called “home rule” jurisdictions that have broader local regulatory authority than exists in our State. No North Carolina case, or analogous case, has addressed this issue.

This Memorandum concludes that, notwithstanding the salient policy considerations for banning gas-powered leaf blowers, a ban is not likely to be upheld by our courts. Nevertheless, the Town does have the power to enact reasonable time, manner, and place restrictions upon the use of such leaf blowers and other landscaping equipment.

II. GOVERNING LEGAL PRINCIPLES

A. The General Police Power

The Town’s ordinance-making power is limited to that conferred upon municipalities by the General Assembly pursuant to Article VII, Section 1 of the N.C. Constitution. Under G.S. 160A-174(a), the

Legislature has given the Town the general power to “define, prohibit, regulate, or abate acts, omissions, or conditions, detrimental to the health, safety, or welfare of its citizens.” Under G.S. 160A-4, this power is to be broadly construed, so long as it is not exercised contrary to State or federal law or to the public policy of the State. Notably, the Legislature has specifically empowered municipalities to regulate noise (see G.S. 160A-184) and the emission of pollutants (see G.S. 160A-185).

B. Limitations on the General Police Power

The general police power, even as it is to be broadly construed, is constrained by other constitutional and statutory limitations. Under the “law of the land” clause of the N.C. Constitution, Article I, Section 1, the exercise of the police power is limited to “actions which have a *real or substantial relation* to the public health, morals, order, safety or general welfare.” This means that a regulation cannot impose an unreasonable interference with or burden upon private activity in relation to the public good. This limitation of reasonableness “is a matter resting in human judgment, ordinarily to be determined in light of all the relevant facts, circumstances, and conditions in each particular case.” *City of Winston-Salem v. Southern Ry. Co.*, 105 S.E.2d 37 (N.C. 1958).

Also, the constitutional guarantee of “equal protection” prescribes that police power regulations should apply equally to persons “similarly situated” unless there is a reasonable basis to make a regulatory distinction between persons similarly situated.

In addition to these constitutional limitations, under G.S. 160A-174(b) (2) and (5), the General Assembly has expressly said that an ordinance cannot be inconsistent with State or federal law, as where an “ordinance makes unlawful an act...or condition which is expressly made lawful by State or federal law,” or where an “ordinance purports to regulate a field for which a State or federal statute clearly shows a legislative intent to provide a complete and integrated regulatory scheme to the exclusion of local regulation.” The latter limitation codifies the doctrine of “pre-emption,” which prescribes that an ordinance cannot regulate a matter that is expressly or impliedly intended to be regulated

by State or federal law to the exclusion of local regulation. *See Craig v. County of Chatham*, 565 S.E.2d 172 (N.C. 2002).

III. THE LEGALITY OF BANNING GAS-POWERED LEAF BLOWERS UNDER THE FOREGOING LEGAL PRINCIPLES.

As noted previously, G.S. 160A-184 specifically authorizes municipalities to “regulate, restrict, or prohibit the production or emission of noises...that tend to annoy, disturb, or frighten its citizens.” Under G.S. 160A-185, municipalities also have the power to “regulate, restrict, or prohibit the emission...of substances or effluents that tend to pollute or contaminate land...or air, rendering or tending to render it injurious to human health or welfare, to animal or plant life or to property, or interfering or tending to interfere with the enjoyment of life or property,” provided, however, that “*any such ordinance shall be consistent with and supplementary to State and federal laws and regulations.*” Notwithstanding these grants of regulatory authority, they are still subject to the constitutional limitations on the police power discussed above.

Banning gas-powered leaf blowers based on noise is unlikely to be upheld under the foregoing legal principles when other commonly used gas-powered landscaping equipment, such as mowers, saws, and weed eaters, may generate a similar level of noise. This raises not only a potential “equal protection” problem, but also the contention that such a ban would be “unreasonable.”

Banning gas-powered leaf blowers based on air pollution is unlikely to be upheld on “pre-emption” grounds. The air emissions of landscape machinery, like gas-powered leaf blowers and other two-stroke engine machinery, are regulated by the EPA under the Clean Air Act. See 40 CFR Part 1054. As mentioned above, a municipal ordinance regulating emissions under G.S. 160A-185 cannot be inconsistent with federal regulations. Thus, a ban of such leaf blowers would arguably make unlawful an activity made lawful by federal law and be pre-empted by federal law. Moreover, such a ban is likely to lack a reasonable basis or pose equal protection problems, considering the air pollution occasioned by gas-powered mowers, chain saws, and string trimmers.

Finally, a ban on gas-powered leaf blowers raises important questions about regulatory “reasonableness” under the Town’s prevailing “racial equity” lens. To the extent commercial landscaping companies in the Town employ or are owned by minorities, those businesses could suffer a serious economic impact from the elimination of gas-powered leaf blowers. This is a relevant consideration not only in terms of a potential unreasonable interference with or burden upon landscaping businesses in general, but also upon minority landscaping businesses in particular.

IV. REGULATORY OPTIONS OTHER THAN A BAN ON GAS-POWERED LEAF BLOWERS AND FOR OTHER GAS-POWERED LANDSCAPING EQUIPMENT.

A. Regulation of Noise Under the Current Town Code

Section 5-12 of Article II of the current Town Code prohibits:

(4) The operation or use of any of the following tools, machinery, or equipment, when such operation or use takes place (i) outside of a fully enclosed structure; and (ii) within 300 feet of a residentially occupied structure that is not in the possession of the party responsible for the noise at issue; and (iii) after sunset on any day or before 7:00 a.m. on any day except Sunday and before 12:00 noon on Sunday. However, this prohibition shall not apply when work must take place on an emergency basis for health or safety reasons, or when work is undertaken within a public street right-of-way by (i) a utility pursuant to an encroachment agreement, (ii) the Town, or (iii) the North Carolina Department of Transportation.

- a. Earth moving or clearing power equipment.
- b. Chain saws, brush cutters, woodchippers, or similar equipment.
- c. Power saws.
- d. Power driven hammers or jackhammers.

B. Considerations for Potential Amendments to the Town Code to Regulate Gas-powered Leaf Blowers and Other Gas-powered Landscaping Equipment.

The following is a list of non-exclusive general considerations for amendments to the Town Code. The Council is encouraged, even as it is not required, to hold one or more public hearings and perhaps a work session when considering any amendments. The Council might consider extending non-ban regulations to other gas-powered landscaping equipment in addition to gas-powered leaf blowers because the impacts of both may be similar. However, the regulations can be different for different types of gas-powered landscaping equipment so long as there is a factually supported rational basis for making regulatory distinctions.

(1) A maximum decibel level could be established, measured off the property where the equipment is used at a prescribed number of feet from the location of use. (The City of Burlingame, California required, in a 2012 ordinance, that every leaf blower display a label that certifies that it operates at a noise level within the prescribed decibel limit, which presumptively establishes compliance with the ordinance, but the ordinance is silent about how this certification process was to be implemented).

(2) Permissible days of the week and hours could be established for the use of equipment in residential zoning districts and on non-residential properties that are contiguous to residentially zoned properties. These time limitations might vary between commercially-operated equipment and equipment used by residents.

(3) Equipment could be required to be operated with manufacturer emission and noise control features in proper working order.

(4) Under G.S. 160A-296, which empowers cities to have general authority and control over their streets, sidewalks, and public rights-of-way, a regulation could be established to prohibit the use of equipment in a way that causes debris to encroach upon or impair the use of public rights-of-way or public stormwater drainage facilities.

(5) If the factual record can clearly demonstrate that the use of gas-powered leaf blowers is only seasonable, a regulation might possibly establish more stringent limitations on the times such blowers could be used than the limitations placed on other gas-powered landscaping equipment that is commonly used year-round. The legality of such a regulation is, however, tenuous. It is mentioned here because, in *People v. Trollo*, 653 N.Y.S.2d 486 (1996), a local court of limited judicial precedent, the Justice Court of New York, Village of Scarsdale, upheld the Village's ordinance that prohibited the use of gas-powered blowers from June through September of each year on the ground that the objecting defendant failed to adequately show financial hardship upon landscapers, failed to show unreasonableness, and failed to show that alternatives to gas blowers were not viable. In essence, the defendant failed, from an evidentiary standpoint, to overcome the presumption of constitutionality ordinarily accorded to a local government's exercise of its police power. As previously mentioned, no North Carolina Court has addressed this type of regulation or decided a case that may be drawn upon as persuasive precedent on this issue. Thus, the *Trollo* decision will have little, if any, impact upon how a North Carolina appellate court would rule on the same issue.

(6) Regulations might provide for sensible exceptions, such as the use of equipment on golf courses or on public parks, or for equipment operated by the Town, among other examples.

(7) Enforcement of any new regulations could be governed by the civil penalties set forth in Section 5-21 of Chapter 5 of the Town Code.

As previously mentioned, the foregoing considerations are only intended to be illustrative and not exhaustive. The Town Staff may be able to provide the Council with other pertinent considerations.

In the end, the touchstone for the legality of regulating gas-powered leaf blowers and other similar landscaping equipment is "reasonableness"—where the regulations enacted do not, based on the totality of the facts and circumstances, unreasonably interfere with or burden private activity in relation to the public good to be accomplished

and do not apply unequally to persons similarly situated in the absence of a factually-supported reasonable basis for a difference in treatment. This “reasonableness” is best supported by a robust public record, through one or more public hearings and/or work sessions, that provides a credible factual rationale for the regulations enacted.

RE Pocket Questions

Landscaping Equipment Presentation Council Item

What are the racial impacts?

In general, due to availability of resources households of color are more likely to have jobs which require shift work or it may be necessary to work multiple shifts resulting in limited times in which households of color can perform home and yard maintenance.

Also, because of the low barrier of entry, lawn maintenance and landscaping businesses are easier for entrepreneurs of color to start with limited resources. Therefore, such a regulation could place a disproportionate financial burden on businesses of color as they modify their existing equipment or replace their equipment.

Who is or will experience burden?

Populations most likely to experience burden from these regulations would be those who work various shifts in which their lawn maintenance work can only be accomplished outside of the regulated time periods. Additionally, small landscaping businesses and independent landscape contractors would receive significant financial expenditures in order to bring their equipment into compliance with the regulations. Similarly, businesses may also layoff or reduce some workers if they choose to stop doing businesses in Carrboro or if they have a higher financial burden resulting in lost household incomes.

Who is or will experience benefit?

Populations most likely to experience benefit from these regulations would be households who are able to have available time in the afternoon, early evenings, or weekends to dedicate to lawn maintenance. This would also include households who have the financial ability to pay a contractor to perform lawn maintenance on their property.

Other populations to experience benefit would be those who live in more dense neighborhoods, as they would benefit from the reduced noise and odd times at which loud noises would be produced from this equipment.

What are the root causes of inequity?

The primary inequity with these regulations would be financial and placed on small landscaping businesses and households living in dense neighborhoods. Combined with racial impacts, the requirements to modify or purchase new equipment would fall hardest on BIPOC landscaping businesses who may already have limited resources.

It would also be more likely to fall on households of color who may be more likely to live in dense neighborhoods due to a lack of financial resources to afford larger lots. While there may be some benefit to more densely populated neighborhoods, there also remains the burden of having to replace their personal lawn care equipment which may be more costly than the louder, gas-run equivalent equipment.

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

Unintended consequences of implementation may result in refusal of compliance of households who do not or will not replaced their existing lawn care equipment. This could also result in smaller (and more likely to be businesses of color) landscaping businesses removing themselves from doing business in Carrboro, because they cannot afford to come into compliance. Along the same lines, this could result in making it harder for new landscaping businesses or independent contractors to start in Carrboro due to higher start-up costs.



Agenda Item Abstract

File Number: 23-196

Agenda Date: 6/27/2023
In Control: Town Council
Version: 1

File Type: Agendas

TITLE:

Police Department Quarterly Equity Report

PURPOSE: The purpose of this agenda item is to provide the Town Council with a brief overview of the quarterly equity report for the fourth quarter of 2022 and first quarter of 2023.

DEPARTMENT: Police Department

CONTACT INFORMATION: Chief Chris Atack, 919-918-7397

INFORMATION: This report will provide information for the quarter on traffic stops, searches, citations, arrests, use of force, and citizen complaints

FISCAL & STAFF IMPACT: There is no fiscal or staff impact associated with the Town Council accepting this report.

RECOMMENDATION: The Town Manager recommends the Town Council receive and accept this report.



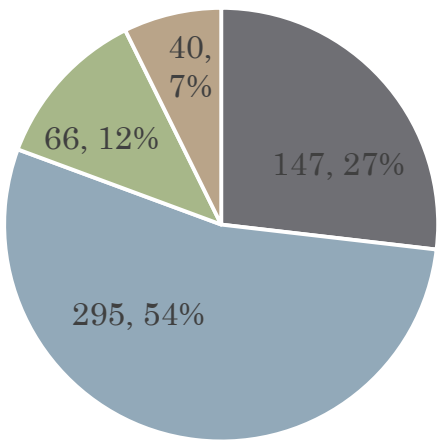
Carrboro Police Department Traffic Stop Data

Q4 2022 (10/01-12/31)

Q1 2023 (01/01-03/31)

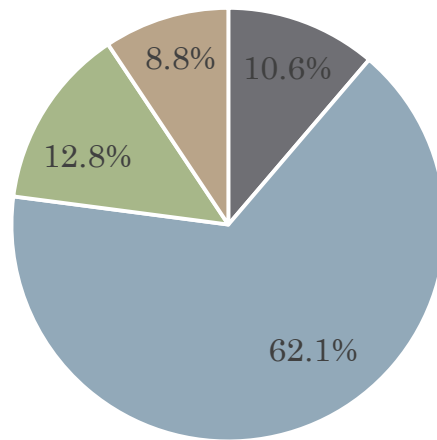
Roadway and Town Composition

Demographics of Drivers
Traffic Crashes Q4 2022-Q1 2023



■ Black African-American ■ Caucasian ■ Hispanic ■ Asian

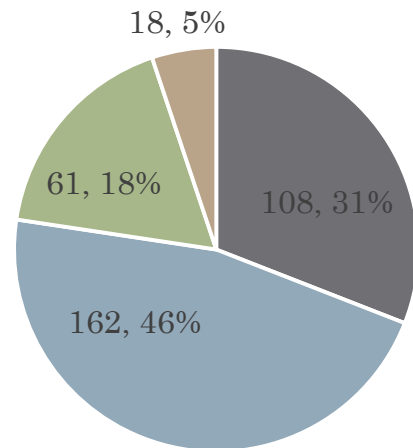
Carrboro Demographics
2020 Census



■ Black African-American ■ Caucasian ■ Hispanic ■ Asian

Total Stops Q4 2022

Total Traffic Stops Q4 2022

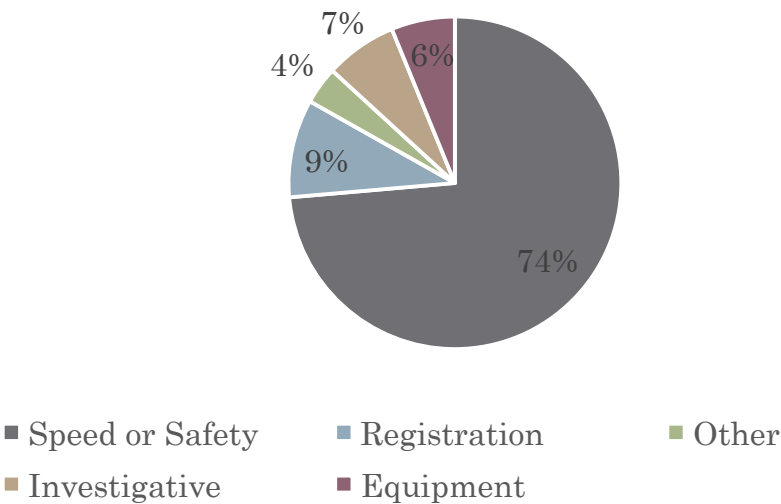


■ Black-African American ■ Caucasian ■ Hispanic ■ Asian

Total Stops Q4 2022	Stops
Caucasian	162
Black-African American	108
Hispanic	61
Asian	18
Total	349

Stop by Type Q4 2022

Stops by Type Q4 2022



Total stops by stop type	Count
Speed or Safety	262
Registration	34
Investigative	1
Equipment	13
Other	25
Seatbelt	22

Traffic Enforcement Policy Details

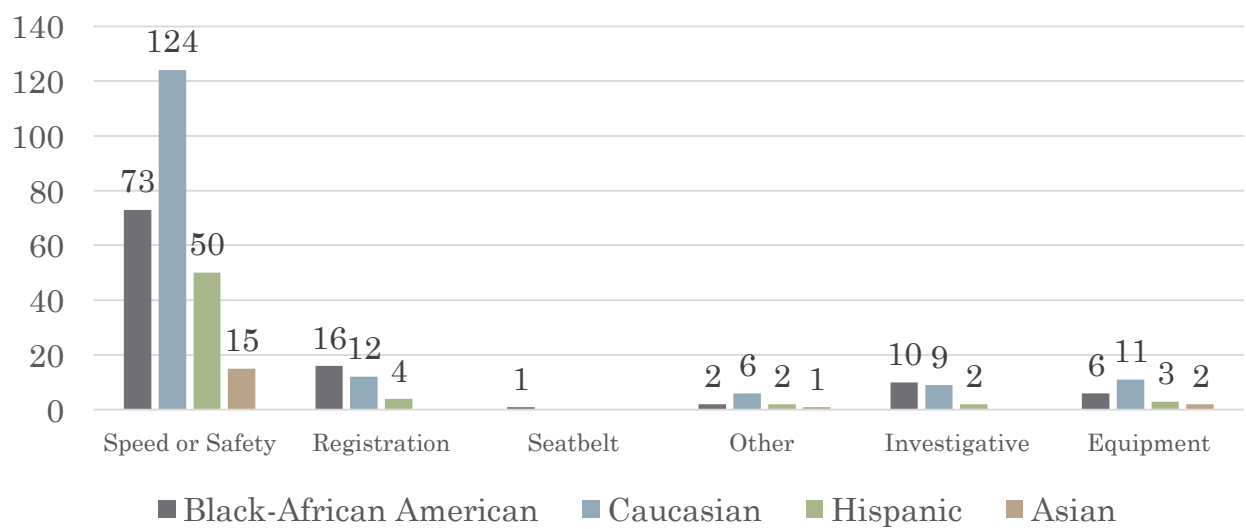
- Overall focus on safety and moving violations
- Specifically listed violations to focus on
 - Speeding
 - Reckless or aggressive driving
 - Driving while impaired
 - Failure to stop at stop sign or stop light
 - Passing a stopped school bus
 - Following too close
 - Driving on the wrong side of the road
 - Illegal passing
 - Operating a vehicle without liability insurance
 - Operating a vehicle without a valid operator's license
 - Failure to properly restrain a child

Traffic Enforcement Policy Details

- Regulatory and Equipment Enforcement
- Specifically prohibited to stop – unless a safety threat is present
 - License plate light
 - Defective or improper equipment
 - A brake light not working
 - Exhaust system noise – unless it violates Town Code Section 5-12.1
 - Window tint
 - Expired registration
 - Inspection – without or expired
- Specifically allowed
 - No license plate or improper display
- Compliance review
 - Data pulled on citations/warnings to check adherence to policy requirements

Stop Type by Demographic Q4 2022

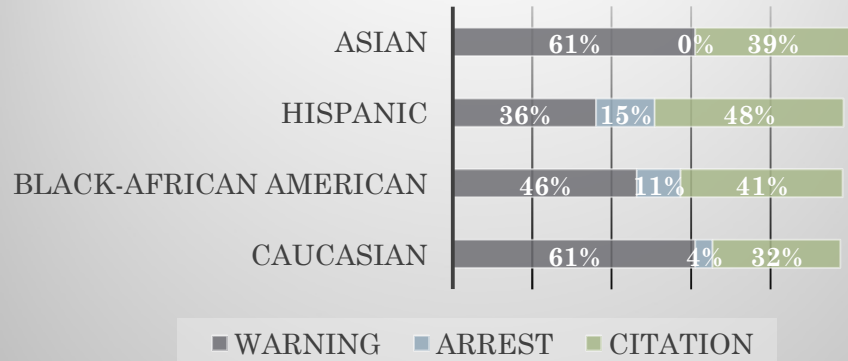
Type of Stop By Demographic Q4 2022



Stop Type	Caucasian	Black-African American	Hispanic	Asian	Total
Speed or Safety	124	73	50	15	262
Registration	12	16	4	0	32
Seatbelt	0	1	0	0	1
Other	6	2	2	1	11
Investigative	9	10	2	0	21
Equipment	11	6	3	2	22
Total	162	108	61	18	349

Enforcement Action Q4 2022

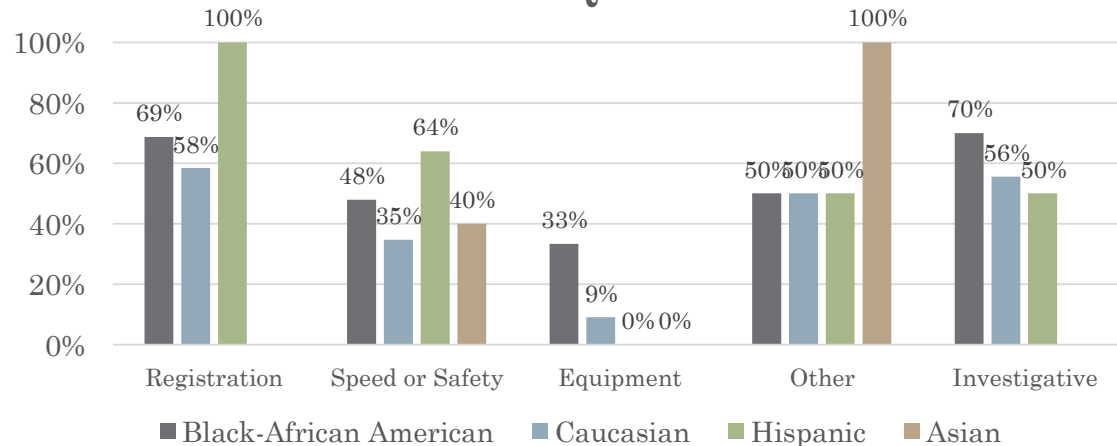
Enforcement Action by Demographic Q4 2022



Demographic	WARNING	ARREST	CITATION	NO ACTION	Total
Asian	11	0	7	0	18
Hispanic	22	9	29	1	61
Black-African American	50	12	44	2	108
Caucasian	99	7	52	4	162

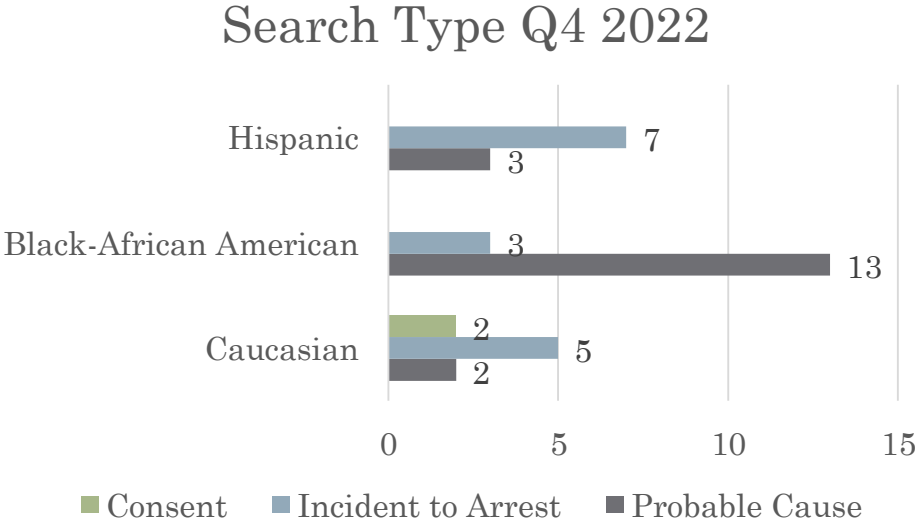
Stop Type leading to Enforcement (Citation or Arrest) Q4 2022

% of Stops Resulting in Enforcement
Action Q4 2022



Stop type resulting in charge	Black-African American	Caucasian	Hispanic	Asian	Total
Registration	11	7	4	0	22
Speed or safety	35	43	32	6	116
Equipment	2	1	0	0	3
Other	1	3	1	1	6
Investigative	7	5	1	0	13
Total	56	59	38	7	160

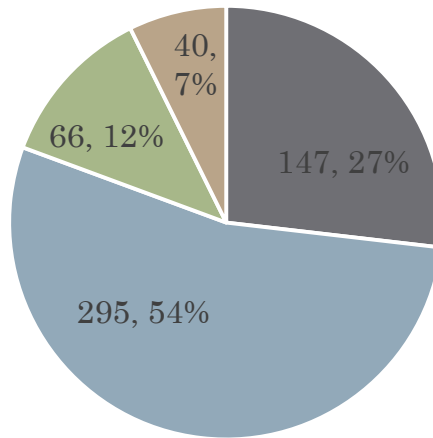
Search, Q4 2022



Probable Cause Search, Contraband Found	Drugs	Money	Weapons	Other
Black-African American	10	1	4	1
Caucasian	1	0	0	0
Hispanic	1	0	0	0
Asian	0	0	0	0

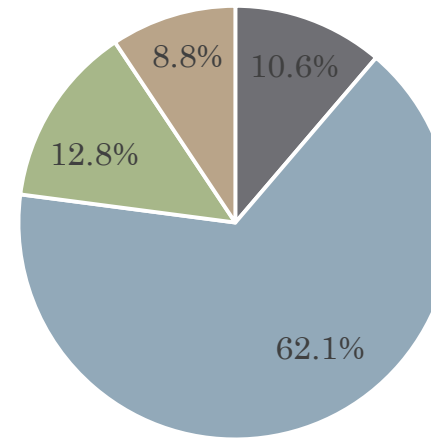
Roadway and Town composition

Demographics of Drivers
Traffic Crashes Q4 2022-Q1 2023



■ Black African-American ■ Caucasian ■ Hispanic ■ Asian

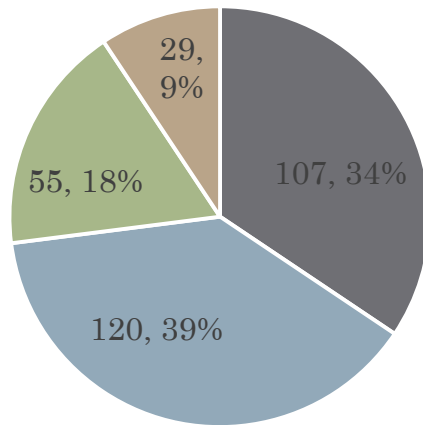
Carrboro Demographics
2020 Census



■ Black African-American ■ Caucasian ■ Hispanic ■ Asian

Total Stops Q1 2023

Total Traffic Stops Q1 2023

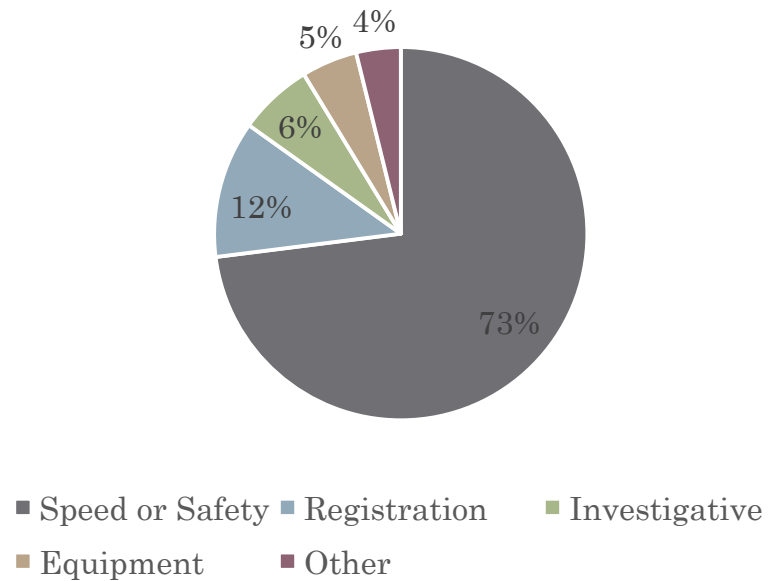


■ Black-African American ■ Caucasian ■ Hispanic ■ Asian

Total Stops Q1 2023	Stops
Black-African American	107
Caucasian	120
Hispanic	55
Asian	29
Total	311

Stop by Stop Type Q1 2023

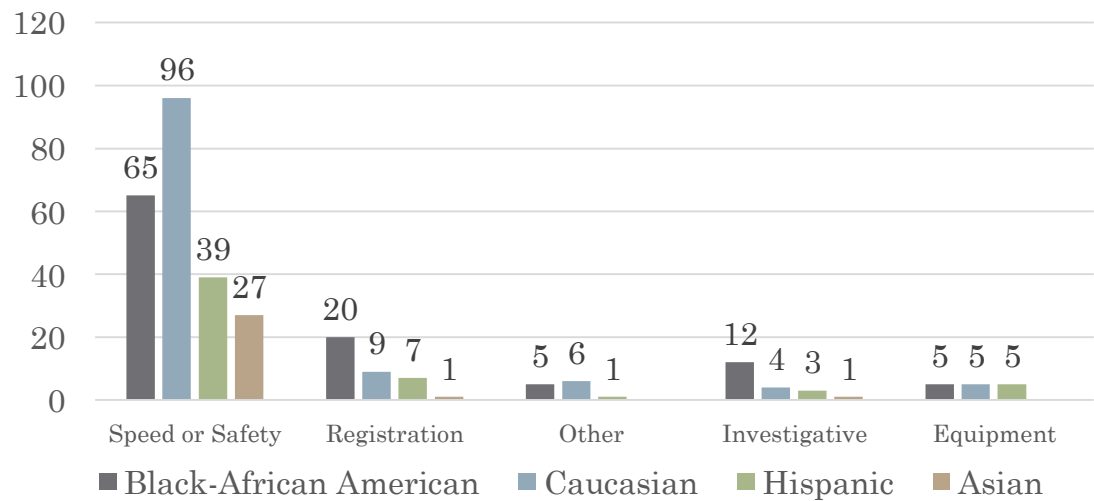
Stops by Stop Type Q1 2023



Total stops by stop type	Count
Speed or Safety	227
Registration	37
Investigative	20
Equipment	15
Other	12
Seatbelt	0
Total	311

Stop Type by Demographic Q1 2023

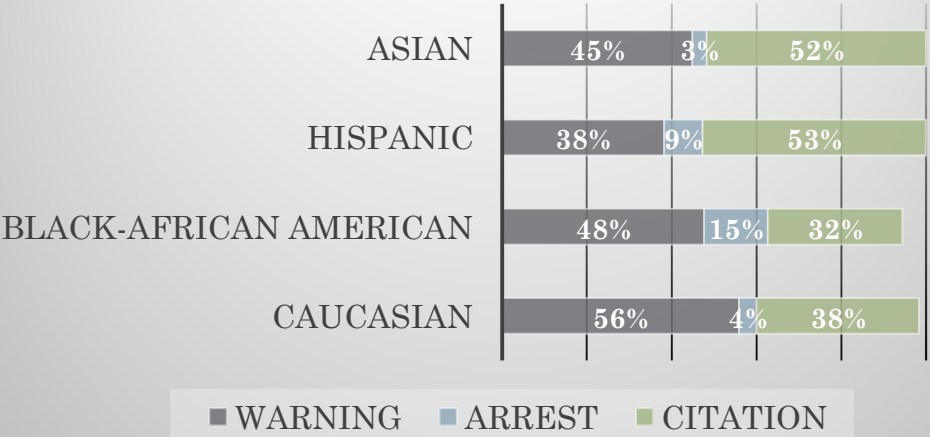
Type of Stop By Demographic Q1 2023



Stop Type	Black-African American	Caucasian	Hispanic	Asian	Total
Speed or Safety	65	96	39	27	227
Registration	20	9	7	1	37
Seatbelt	0	0	0	0	0
Other	5	6	1	0	12
Investigative	12	4	3	1	20
Equipment	5	5	5	0	15
Total	107	120	55	29	311

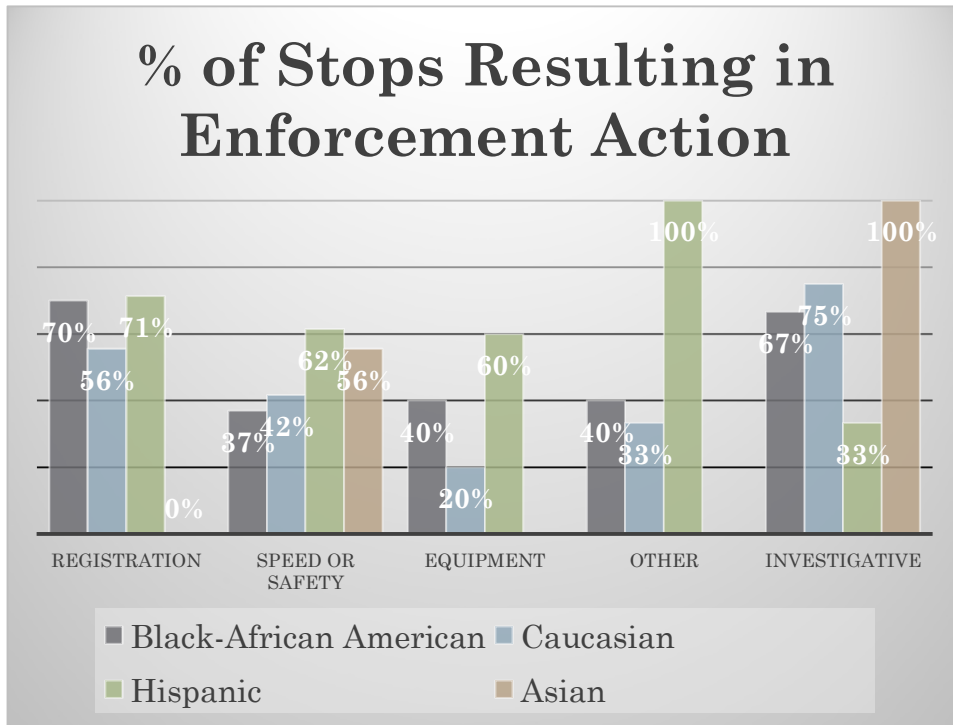
Enforcement Action Q1 2023

Enforcement Action by Demographic Q1 2023



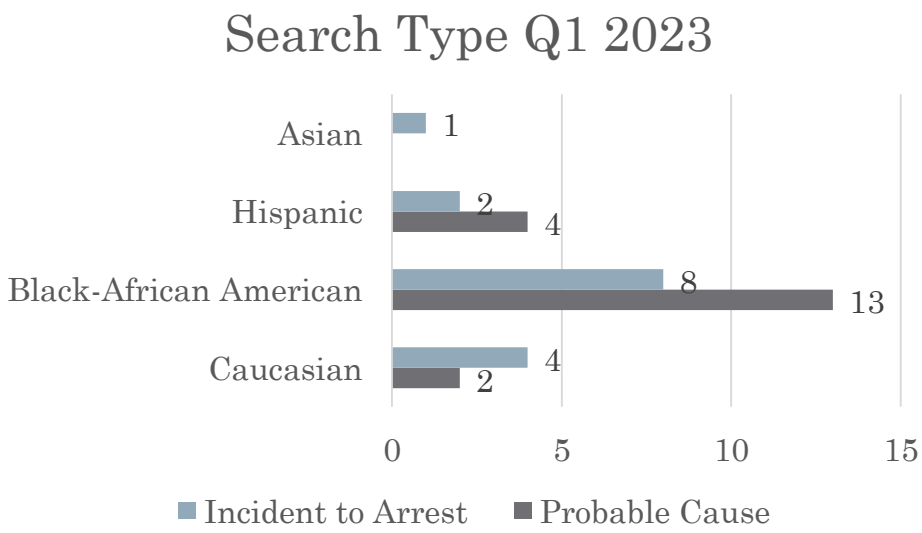
Demographic	WARNING	ARREST	CITATION	NO ACTION	Total
Caucasian	67	5	46	2	120
Black-African American	51	16	34	6	107
Hispanic	21	5	29	0	55
Asian	13	1	15	0	29

Stop Type leading to Enforcement (Citation or Arrest) Q1 2023



Stop type resulting in charge	Black-African American	Caucasian	Hispanic	Asian	Total
Registration	14	5	5	0	24
Speed or safety	24	40	24	15	103
Equipment	2	1	3	0	6
Other	2	2	1	0	5
Investigative	8	3	1	1	13

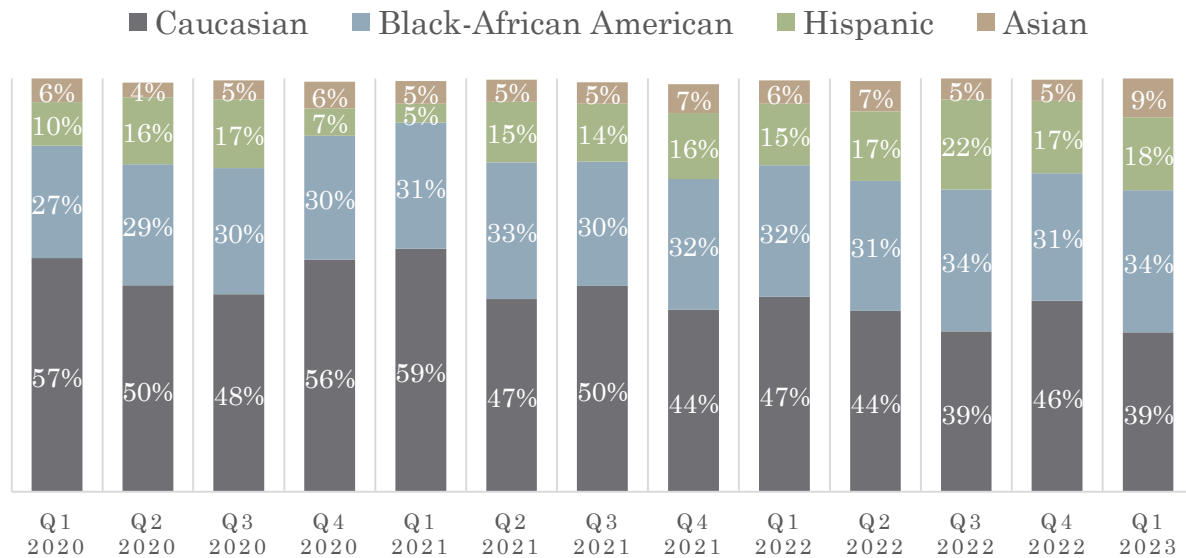
Search, Q1 2023



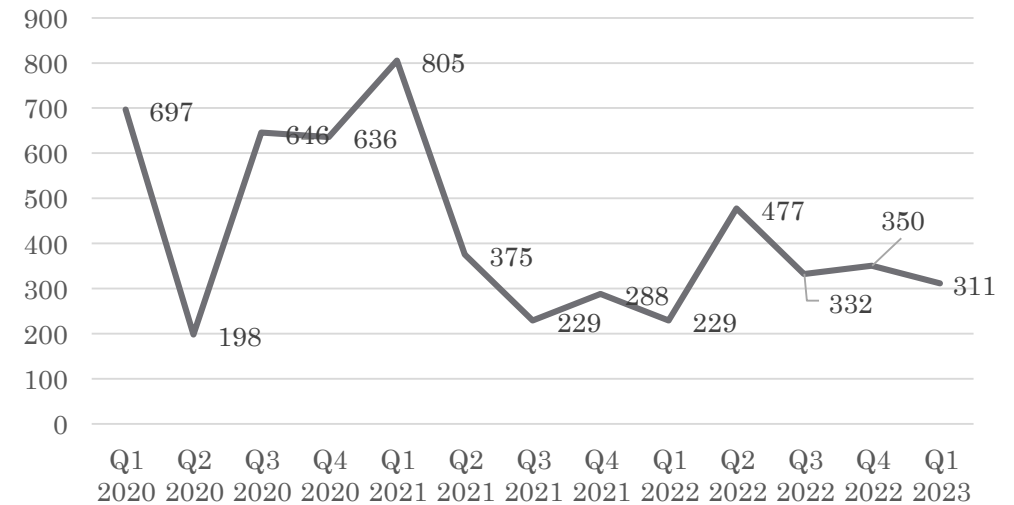
Probable Cause Search, Contraband Found	Drugs	Money	Weapons	Other
Black-African American	10	1	8	1
Caucasian	3	0	1	0
Hispanic	2	0	0	1
Asian	0	0	0	0

Trends

STOP TREND BY QUARTER AND DEMOGRAPHIC

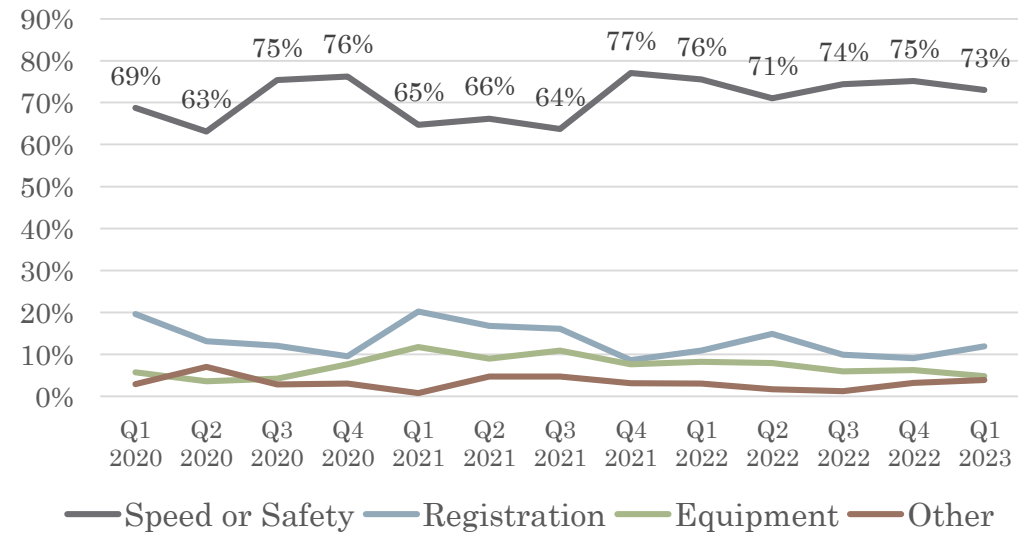


Total Stops by Quarter and Year



Stop type Trend

Stop Type % by Quarter and Year



Quarter	Speed or Safety	Registration	Equipment	Seat Belt	Investigative	Other
Q1 2020	69%	19%	6%	1%	2%	3%
Q2 2020	62%	14%	4%	8%	5%	7%
Q3 2020	75%	12%	4%	4%	2%	3%
Q4 2020	76%	10%	8%	2%	2%	3%
Q1 2021	65%	20%	12%	2%	1%	1%
Q2 2021	66%	17%	9%	2%	1%	5%
Q3 2021	62%	16%	13%	0%	5%	5%
Q4 2021	77%	9%	8%	0%	3%	3%
Q1 2022	76%	10%	9%	0%	2%	3%
Q2 2022	68%	15%	10%	0%	4%	2%
Q3 2022	73%	10%	6%	1%	9%	1%
Q4 2022	75%	9%	6%	0%	7%	3%
Q1 2023	74%	11%	5%	0%	7%	3%

Citizen Complaints

- Q4 2022 – two complaints
 - Not Sustained
 - Policy Failure
- Q1 2023 – four complaints
 - Unfounded (3)
 - Proper Conduct

Use of Force

- Q4 2022
 - one incident out of 651 incident reports
 - Suspect involved:
 - Black male 1
- Q1 2023
 - 9 incidents out of 658 incident reports
 - Suspects involved:
 - Black male 8
 - White male 1
 - Black female 1

Traffic Stop Reason Code “Other”

- Lane violation
 - DWLR
 - Improper Passing
 - No insurance
 - No Headlights at night
 - Fail to Yield to Pedestrian
-
- Highlights need for clarification of classification of stop – training point

Key Takeaways

- Safety-related stops are priority
- Minor registration and equipment stops are prohibited unless a safety hazard is present.
- Approximately 50% of traffic stops end with a warning
- Probable Cause search rate find is high – 72% and 68%
 - No “fishing”
- Complaints and Use of Force are low.
- Further policy clarification needed – traffic stop reason classification

Racial Equity Pocket Questions

What are the racial impacts?

Racial disparities in traffic stop demographics have been a concern for years. Addressing concerns about racial impacts and traffic stops, the police department has taken numerous internal steps over the years to limit negative impacts from traffic enforcement, both from an individual officer decision making perspective, and an overall focus on enforcement.

From the officer decision making perspective, starting in 2015, officers were trained in both fair and impartial policing and implicit bias training. In addition, officers yearly receive state-mandated training on a topic block entitled Juvenile, Minority Sensitivity Training that explores decision making and relationship building with some traditionally marginalized community subsets. In the last few years, the Town began GARE training for employees covering race equity and decision making.

From the overall enforcement focus perspective, then-Police Chief Walter Horton issued a directive in 2015 to officers mandating written consent for consent searches of vehicles, residences, and other areas after community concerns. Also in 2015, a directive was issued de-prioritizing regulatory traffic enforcement. In 2018, two policies were added to the police department's manual – one prohibited racial and bias-based profiling and the other established a clear and easy to access complaint and compliment policy. In 2022, a new Traffic Stop policy was created that focused traffic enforcement on safety and prohibited certain, low level regulatory and equipment enforcement stops explicitly. This policy was developed using the NC Taskforce on Racial Equity's model policy and policies from other police departments (most notably Fayetteville Police Department). Details on what is, and is not, allowed from a stop perspective will be covered in the presentation to Council.

The link at the end of this section is to a study on the value of a well-designed traffic enforcement philosophy. The policy guiding the police department's traffic enforcement was specifically created to address concerns of dispirit impact by focusing on safety.

To further guard against structural or socio-economic concerns related to traffic enforcement, the Town started a Criminal Justice Debt Program in 2021. This fund is designed to relieve the heavy weight of some court fines and penalties. People can apply for relief and, if approved, their qualifying debts are paid from the fund. In Fiscal year 2022, almost \$7,000 was paid out towards court debt. In fiscal year 2023, there has not been any use of the funds. The police department will analyze if this recent non-use is a result of folks not being aware of the fund, or if there is another causality.

One of the challenges has been determining an appropriate benchmark for comparison of traffic stop data. Two benchmarks are included in these two quarterly reports – census population and involvements in traffic crashes. One criticism of using population data as the benchmark is that this benchmark assumes that census data is driver data. The benchmark of traffic crashes gives an idea of who is (1) driving in your Town, and (2) who is involved in crashes. Both benchmarks have limitations, and neither benchmark is perfect, but both give a perspective on the data.

Links: [Re-prioritizing traffic stops to reduce motor vehicle crash outcomes and racial disparities | Injury Epidemiology | Full Text \(biomedcentral.com\)](#)

Who is or will experience burden?

Traffic enforcement levels can run the gamut from overly aggressive to overly lax. One of the challenges is to strike a balance between enforcement of significant and safety-related violations and minor, non-safety related and/or technical violations. This balance can be hard to strike as many minor violations can quickly become safety concerns. An example of this has to do with the brake lights on a vehicle. Most vehicles are equipped with three brake lights – one on each side on the rear of the vehicle and one in the back window. Stopping a vehicle with one light not working could be seen as minor and technical. Stopping a vehicle with two lights out could be seen as middle of the road, and stopping a vehicle with no working brake lights can be a direct traffic safety concern. Realizing that very minor changes in a vehicle’s equipment or condition can change the safety concerns associated with the vehicle is part of understanding some of the difficulties in traffic enforcement. Is it better to stop a vehicle before there is an immediate danger to the community? Will a warning citation be seen as too aggressive for a minor offense that could quickly become a safety concern? Should officers just not even attempt to strike this balance and let things go until there is a major problem? These are some of the considerations that drove the creation of the traffic stop policy for the police department. Even with this narrowed focus, the data shows that roughly 50% of traffic stops end with a warning. At the end of the day, people who operate vehicles in an unsafe manner and/or have significant registration or equipment violations will experience burden under this policy. Some individuals may have different reactions to being stopped due to perceptions of law enforcement or previous interactions with law enforcement, good, bad, or neutral.

Who is or will experience benefit?

Traffic enforcement, when done properly and striking an appropriate balance, benefits the entire community. Carrboro is a densely populated town with many narrow streets and significant pedestrian and bicycle traffic. Enforcement of traffic laws holds drivers, bicyclist, and pedestrians accountable for following the rules of operation that benefits the collective community and facilitates safety for all. Equitable traffic enforcement reflects community expectations to be able to navigate the streets and sidewalks safely regardless of modality.

What are the root causes of inequity?

US society is uneven and inequitable for many reasons. Both government and non-governmental systems have operated for years in biased and preferential ways to advantage certain groups and disadvantage others. Some of the historical “other” categories that have faced discrimination include race, sex, sexuality, gender, religion, ethnicity, socio-economic status, and many others.

When discussing traffic enforcement, there are two areas to consider: the ability to operate a vehicle in a safe manner and the ability to maintain a vehicle in a legal and safe condition. Operating a vehicle in a safe manner is directly impactful on overall community safety in that unsafe operation of a motor vehicle puts motorists (including the driver of the unsafe vehicle),

bicyclists, and pedestrians at risk. This contrasts with the ability to maintain a vehicle in a legal and safe condition. The risk from this type of issue is more nuanced. Generally speaking, no one is put at risk if a vehicle's license tag is expired, or inspection is out of date. There are issues with vehicle registration and equipment that are technical and do not impact overall safety. At some point, many registration and equipment issues do present a threat to safety, as the example of a vehicle's brake lights listed above. It is easy to imagine other equipment issues that would render a motor vehicle unsafe to operate – non-operative headlights or taillights at night, non-functioning brakes, obstructed or blocked driver view, etc.

With these two broad areas in mind, a driver's income level or socio-economic status does not affect their ability to operate a vehicle safely. Conversely, income or socioeconomics can have a direct impact on a person's ability to keep a vehicle properly registered and in perfect operating condition. In the United States, income disparities are closely aligned with racial aggregates. In this way, a seemingly innocuous regulation may have a disparate impact on racial groups. With this overall reality in mind, this traffic stop policy was created to try and balance safety and awareness of larger societal issues that influence motor vehicle operation.

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

As with any policy or procedure that is designed with balance in mind, the police department's traffic stop policy is monitored and analyzed quarterly for compliance and potential revision based on additional information and understanding. This quarterly review looks at types of stops, enforcement actions, motor vehicles crashes and injuries, citation and warning actions, and other areas to ensure that the policy is functioning as intended. A too-lax or a too-aggressive approach to traffic safety enforcement are not the focus of this policy and active management and supervision is the key to success for a balanced approach. It is also easy to see how both extremes can be problematic. In a densely populated town with many bicyclists and pedestrians, striking that balance and focusing on safety and substantial violations will have the effect of minimizing negative outcomes for minor violations yet maintaining an overall awareness that the safety of the public requires focused traffic enforcement.



Carrboro Police Department

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- I. Purpose
- II. Operating Parameters
- III. Training, Compliance, and Review

I. PURPOSE AND PHILOSOPHY

The purpose of this policy is to guide officers in prioritizing traffic stops for violations of North Carolina motor vehicle laws. Research has shown that focusing traffic enforcement on hazardous moving violations is effective in reducing traffic-related deaths, injuries, and collisions. In addition, regulatory and equipment enforcement has been shown to impact community sub-groups differently, especially along racial and socio-economic lines. This policy is not intended to address stopping vehicles based on reasonable suspicion or probable cause of non-traffic violations of law.

II. OPERATING PARAMETERS

- A. Officers shall concentrate their enforcement of traffic laws on violations of law that constitute a threat to the safety of the public. Violations that commonly constitute a threat to the safety of the public include, but are not limited to:
 - 1. Traveling in excess of the posted speed limit;
 - 2. Reckless or aggressive driving;
 - 3. Driving while impaired;
 - 4. Failure to stop at a stop light or stop sign;
 - 5. Failure to yield the right-of-way;
 - 6. Passing a stopped school bus;
 - 7. Following too close;
 - 8. Driving on the wrong side of the road;
 - 9. Illegal passing;
 - 10. Operating a vehicle without liability insurance;
 - 11. Operating a vehicle without a valid operator's license;
 - 12. Failure to properly restrain a child in a child passenger restraint system or seat belt.



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- B. Officers should not stop a vehicle for one or multiple instances of regulatory or equipment infractions unless the officer determines that the violation constitutes an immediate threat to the safety of the public. Examples of regulatory or equipment violations include, but are not limited to operating a motor vehicle
- a. Without a light illuminating a license plate;
 - b. With defective or improper equipment;
 - c. With a brake light or a high mount stop light not working;
 - d. Without an exhaust system that prevents excessive or unusual levels of noise (unless the noise also violates Carrboro Town Code Section 5-12.1);
 - e. With certain sun-shading materials and tinting films;
 - f. With an expired registration;
 - g. Without an inspection or with an expired inspection.
- C. If an officer makes a traffic stop in compliance with Section A above, the officer may also issue a citation for additional regulatory or equipment violations. The officer may also use their discretion to give a verbal or written warning for any or all observed violations.
- D. A vehicle with no visible registration plate or an improperly displayed registration plate may be stopped under this policy.
- E. Supervisors shall not solely measure an officer's productivity based on the quantity of vehicle stops made, nor should their performance be evaluated on the number of citations issued.
- F. Officers should primarily focus their traffic enforcement efforts in areas where crashes or unsafe conditions most frequently occur, or where traffic complaints are most commonly received.
- G. Officers shall document all traffic stops in accordance with department policy and state law.
- H. The duration of any traffic stop shall be no longer than necessary to accomplish the traffic mission or the stop, or to investigate violations of law for which an officer develops reasonable suspicion or probable cause.



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- I. Notwithstanding any other section of this policy, if officers have a compelling public safety reason to stop a vehicle, any lawful reason for the stop may be utilized. A compelling public safety reason is defined as an immediate hazard to life or safety that necessitates a vehicle be stopped and the officer otherwise lacks reasonable suspicion for another type of traffic stop. This will be a rare exception to this policy and the factors giving rise to this necessity will be documented in an incident report.

III. TRAINING, COMPLIANCE, AND REVIEW

- A. All officers will be trained on this policy.
- B. Shift supervisors are tasked with primary responsibility for ensuring that officers under their supervision are in compliance with this policy. Supervisors should utilize CAD, RMS traffic stop data, E-citation, and other means to verify compliance on an ongoing and consistent basis.
- C. Division Captains are expected to verify compliance with this policy for officers in their respective divisions.
- D. This policy will be reviewed and updated as needed.