



Town of Carrboro

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

Meeting Agenda Town Council



Tuesday, February 23, 2021

7:00 PM

Remote Meeting - View Livestream or Cable TV

18

7:00-7:05

A. ROLL CALL

7:05-7:15

B. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

7:15-7:20

C. ANNOUNCEMENT OF UPCOMING MEETINGS

7:20-7:30

D. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

Comments are limited to three minutes per speaker.

7:30-7:40

E. CONSENT AGENDA

1. [21-63](#) Approval of Minutes from the February 9, 2021 Meeting

2. [21-58](#) Appointments to the Arts Commission

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

Attachments: [Attachment A - Appointment Resolution](#)

[Attachment B - Matrix](#)

[Attachment C - Chair Forms and Applications](#)

3. [21-62](#) Appointments to the Economic Sustainability Commission

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Economic Sustainability Commission.

Attachments: [Attachment A - Appointment Resolution](#)
[Attachment B - Matrix](#)
[Attachment C - Chair Forms and Applications](#)

F. PUBLIC HEARING

7:40-8:25

1. [21-60](#) Public Hearing on Land Use Ordinance Text Amendment Relating to Stormwater Management Regulations

PURPOSE: The purpose of this item is for the Town Council to hold a public hearing on a proposed amendment to Section 15-263 of the Land Use Ordinance, Management of Stormwater. The consideration of an amendment to the Land Use Ordinance is a legislative decision; the Council must receive public input before reaching a decision on the draft ordinance.

Attachments: [Attachment A - Staff Memo](#)
[Attachment B - StormwaterVolumeMemo01292](#)
[Attachment C - Draft Ordinance Option A](#)
[Attachment D - Draft Ordinance Option B](#)
[Attachment E - Draft Ordinance Modified Option B](#)
[Attachment F - Signed Application-Arts Center TOC](#)
[LUO-AME_TownCouncil-ArtsCenter Final-1.5.2021](#)
[Attachment G - ART-XVI Part II-Stormwater Management](#)
[Attachment H - Comments from Advisory Boards & Orange County](#)

8:25-8:50

2. [21-59](#) Public Hearing: Conditional Use Permit for The ArtsCenter at 315 Jones Ferry Road.

PURPOSE: The purpose of this item is for the Town Council to hold a public hearing on Conditional Use Permit application for The ArtsCenter at 315 Jones Ferry Road.

Attachments: [Attachment A-Staff Report](#)
[Attachment B-CUP Plans](#)
[Attachment C-Tree Removal Justification Letter](#)
[Attachment D-Parking Reduction Letter](#)
[Attachment E-Staff & Advisory Boards Recommendations Summary Sheet](#)
[Attachment F-CUP Worksheet](#)

G. OTHER MATTERS

8:50-9:30

1. [21-43](#) Westwood Cemetery Draft Report

PURPOSE: The purpose of this item is for the Town Council to receive the draft Westwood Cemetery Report.

Attachments: [Attachment A - Draft Westwood Cemetery Design Services](#)

9:30-9:40

2. [21-54](#) Appointment to the Transportation Advisory Board

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

Attachments: [Attachment A - Appointment Resolution](#)

[Attachment B - Matrix](#)

[Attachment C - Chair Forms and Applications](#)

9:40-9:50

3. [21-61](#) Appointment to the Greenways Commission

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

Attachments: [Attachment A - Appointment Resolution](#)

[Attachment B - Matrix](#)

[Attachment C - Chair Forms and Applications](#)

H. MATTERS BY COUNCIL MEMBERS



Town of Carrboro

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

Agenda Item Abstract

File Number:21-63

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Approval of Minutes from the February 9, 2021 Meeting



Town of Carrboro

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

Agenda Item Abstract

File Number:21-58

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointments to the Arts Commission

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

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Arts Commission currently has seven seats available for appointment with two of those being first term expiration seats.

Applications were received from Seamus Bestwick, Shaundra Daily, Catherine Froelich, and Bronwyn Merritt. Victoria Rovine and Kelli Crispin have first terms expiring and both have indicated the desire to be reappointed.

Victoria Rovine is the chair of the Arts Commission and provided the chair forms for the Council's review. Chair forms are located directly in front of the application.

Town Council members are encouraged to review the [Advisory Board Recruitment and Appointment Policy](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->) [<http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->).

All applicant and chair information is attached.

A matrix is also included.

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council review the applications and consider making appointments.

**A RESOLUTION MAKING AN APPOINTMENT TO THE
ARTS COMMITTEE**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
ARTS COMMITTEE:

Appointee	Term Expiration
	2/2023
	2/2024
	2/2024
	2/2025
	2/2025
	2/2025
	2/2023

Section 2. This resolution shall become effective upon adoption.

Current makeup of the Arts Committee:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Tiffany Palmer-Lytle	180 BPW Club Road	2/2024	Undisclosed	African American	Female	Revenue Cycle Rep.
Victoria Rovine, Chair (reapplied)	305 E Poplar Avenue	2/2020	12/17/1964	W	F	Professor of Art History
Misy Belsar	107 Hogan Woods Circle	2/2023	7/6/1963	White	Female	Sales Manager
Kelli Crispin (reapplied)	605 Jones Ferry Road	2/2020	9/28/68	White	Female	Business Analyst
VACANT						
VACANT						
VACANT						
VACANT						
VACANT						

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Seamus Bestwick	605 Jones Ferry Road	Arts	9/14/97	White	Trans man	Bartender
Kelli Crispin	See above					
Shaundra Daily	220 W Winmore	Arts	5/29/79	Black	Female	Professor
Catherine Froelich	101 Hanna St.	Arts	Invalid	White	Female	Montessori Teacher
Bronwyn Merritt	113 Creekview Cir	Arts	5/13/1965	White	Female	Artist
Victoria Rovine	See Above					

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5225

Date Submitted: 2/15/2021

Advisory Board Name:*

Arts Committee

Chair Name*

Vicki Rovine

Applicant First Name:*

Seamus

Applicant Last Name:

Bestwick

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

☐

Yes

☒

No

10. If no, briefly explain:

I didn't ask the applicant this question directly, but the applicant does know what the committee does and how often we meet.

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.

☒

Diversity

☐

Occupation, Experience, or Special Skills

☐

Other

If other, please explain:

Print

Advisory Board Application - Submission #5130

Date Submitted: 1/13/2021

First Name*

Seamus

Last Name*

Bestwick

Date*

1/13/2021

Select today's date

Address1*

605 Jones Ferry Road Apt GG13

Address2

City*

Carrboro

State

North Carolina

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

9196104157

Please enter your primary contact phone number.

Email Address*

seamusbestwick@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

9/14/1997

Race*

White

Please enter your race.

Sex*

Trans man

Please enter your sex.

Occupation*

Bartender

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

April 2020

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

April 2020

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):



Affordable Housing Advisory Commission



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Climate Action Team



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Due to moving to Carrboro during the pandemic, I have not had too many opportunities to get involved with local activities that would not affect the health and safety of community members. I am for full support of local businesses, working at one myself, and rather giving them my support than larger chains.

Please enter the requested information.

Relevant Experience:*

Club president of GSA (Gender - Sexuality alliance) at my old college. Management experience throughout work history both in retail, education, and production management.

Reasons You Wish to be Appointed*

I've been born and raised in North Carolina my whole life but it wasn't until I discovered then later moved to Carrboro where I felt like a North Carolinian for the first time. How welcoming the community was, the acceptance especially with myself being LGBT, the culture, etc. Despite only being here a short time it felt like it's been my home for my whole life. I want to give back to Carrboro and become involved to help the town and community continue to flourish and be a safe and accepting area for everyone regardless of who they are.

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

I absolutely agree. Diversity needs to be across the board, not just in the residents of the town but in all parts. Having diversity in all parts of government and community work also help give different perspectives on issues that someone of a different background may not see or understand clearly. When diversity is active in government, it helps build the strong roots within the community so it spreads throughout.

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

If yes, which one(s)?

No ☐

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5222

Date Submitted: 2/15/2021

Advisory Board Name:*

Arts Committee

Chair Name*

Vicki Rovine

Applicant First Name:*

Kelli

Applicant Last Name:

Crispin

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

2 years

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5226

Date Submitted: 2/15/2021

Advisory Board Name:*

Arts Committee

Chair Name*

Vicki Rovine

Applicant First Name:*

Shaundra

Applicant Last Name:

Daily

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

☐

Yes

☒

No

10. If no, briefly explain:

I didn't ask the applicant this question directly, but the applicant does know what the committee does and how often we meet.

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.

☒

Diversity

☒

Occupation, Experience, or Special Skills

☐

Other

If other, please explain:

Print

Advisory Board Application - Submission #5131

Date Submitted: 1/13/2021

First Name*

Shaundra

Last Name*

Daily

Date*

1/13/2021

Select today's date

Address1*

220 W Winmore Ave

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

8649867832

Please enter your primary contact phone number.

Email Address*

sbd16@duke.edu

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

5/29/1979

Race*

Black

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Professor

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

3.5 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

2.5 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):



Affordable Housing Advisory Commission



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Climate Action Team



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

A key part of the job of an academic is service, which requires graduate students and faculty to provide expertise, planning, and administrative oversight on a variety of committees. In addition to the flexibility allowed by an academic career that allows me to participate in important activities, I believe these experiences will directly support my ability to be impactful on the board. As an assistant/associate professor at Clemson University I was a member of the Graduate Student Recruiting Committee where I contributed to programming designed to attract more minoritized students to the School of Computing, as well as the STEAM task force endeavoring to expand the pathways for students to engage with computing. I also served on a number of faculty search committees, interviewed potential scholarship recipients and sat on planning committees for a women's forum, a K-5 learning facility, and an innovation center. Prior to my departure, I served as Interim Co-Chair of the Human-Centered Computing division within the school. At the University of Florida, I served as the Director of the Digital Arts and Sciences and the Human-Centered Computing Ph.D. program. I also sat on a number of administrative, faculty, and staff search committees. I continued a tradition of mentoring and advising members of minoritized groups both in and outside of my research focus. Currently at Duke, I am Faculty Director of Duke Technology Scholars, I am Co-Chair of the ECE Diversity Committee and I hold a secondary appointment in the Department of Computer Science. In these roles, I have planned, implemented, and attended programs for undergraduates, doctoral students, and high-school students. These include company visits in the San Francisco Bay Area, leadership workshops, weekly accountability lunches, donor events in Silicon Valley and Chicago, and panels with student groups. I have served as a Faculty Liaison, served on the Education and Student Experience committee for the Pratt Board of Visitors served on search committees and been a panelist for student groups such as the National Society of Black Engineers and the Black Student Alliance.

Reasons You Wish to be Appointed*

I'm extremely interested in becoming more involved in the inner workings of the Town. Now that I'm growing roots in the here, I've become passionate about using my abilities to benefit my community. I have a long history in the arts as a dancer for a semi-professional company and pianist, and I'd love to contribute to my community in this way.

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

My diversity, equity, and inclusion philosophy recognizes that diversity is an asset that enriches our lives and lays the foundation for innovations that will change the future. I value the participation of people of all identities and believe that inclusion is not only "being asked to dance," but also stepping back and determining if the dance is where we should focus our efforts in the first place. Finally, I acknowledge and challenge the ways in which intersectional identities operate within systems of privilege, power, marginalization, and oppression. Although much of my work has been in K-16 settings, I believe that this philosophy extends to the board to local government.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5223

Date Submitted: 2/15/2021

Advisory Board Name:*

Arts Committee

Chair Name*

Vicki Rovine

Applicant First Name:*

Catherine

Applicant Last Name:

Froelich

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

☐

Yes

☒

No

10. If no, briefly explain:

I didn't ask the applicant this question directly, but the applicant does know what the committee does and how often we meet.

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.

☐

Diversity

☐

Occupation, Experience, or Special Skills

☐

Other

If other, please explain:

Print

Advisory Board Application - Submission #5104

Date Submitted: 12/23/2020

First Name*

Catherine

Last Name*

Froelich

Date*

12/23/2020

Select today's date

Address1*

101 Hanna Street

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

3368480657

Please enter your primary contact phone number.

Email Address*

cat.c.froelich@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

12/23/2020

Race*

white

Please enter your race.

Sex*

female

Please enter your sex.

Occupation*

Montessori teacher

Please enter your occupation.

Are you a registered Orange County Voter?*

No

Please answer Yes or No

Length of Residence in Orange County*

moving Jan 3,2021

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

0 days

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input checked="" type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input checked="" type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

arts committee

Please indicate your preference by typing your first choice. Please limit your selection above to two boards.

****Employer/Self Employed**

Greensboro Montessori School

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

10

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

I am not yet living in Carrboro so I cannot provide examples

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I have not yet become involved in organizations in Carrboro. I do play tennis at the local parks that have courts and go on walks and hikes in the area.

Please enter the requested information.

Relevant Experience:*

I have served on boards in Greensboro where I have lived for most of my life (Greensboro Opera/ Triad Stage/ Communities in School, PTA's,) I have also been an active community volunteer as well as active in my church (Holy Trinity)

Reasons You Wish to be Appointed*

I am trying to get involved in the community that I will hopefully be living in the next 30 years. I would like to meet people and to make a difference.

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

I agree with the above statement and think that a town council should reflect all of the members that they represent. It is only then that you have the voices of all and can make decisions that best reflect the entire community.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5224

Date Submitted: 2/15/2021

Advisory Board Name:*

Arts Committee

Chair Name*

Vicki Rovine

Applicant First Name:*

Bronwyn

Applicant Last Name:

Merritt

1. Has the applicant previously served on this or another advisory board? *



Yes



No

2. If yes, how many total years have they served?

She was on the Planning Board. She did not note her length of service on that board.

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board? *



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

☐

Yes

☒

No

10. If no, briefly explain:

I didn't ask the applicant this question directly, but the applicant does know what the committee does and how often we meet.

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.

☐

Diversity

☒

Occupation, Experience, or Special Skills

☐

Other

If other, please explain:

Print

Advisory Board Application - Submission #5128

Date Submitted: 1/12/2021

First Name*

Bronwyn

Last Name*

Merritt

Date*

1/12/2021

Select today's date

Address1*

113 Creekview Circle

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone (111)-111-1111*

9199231058

Please enter your primary contact phone number.

Email Address*

bronwyn@bronwynmerritt.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

5/13/1965

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Artist

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

30 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

25

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):



Affordable Housing Advisory Commission



Greenways Commission



Appearance Commission/NPDC



Northern Transition Area Advisory Committee



Arts Committee



OWASA Board of Directors



Board of Adjustment



Planning Board



Climate Action Team



Recreation and Parks Commission



Economic Sustainability Commission



Stormwater Advisory Commission



Environmental Advisory Board



Tourism Development Authority*



Human Services Commission



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Arts Committee

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

Bronwyn Meritt Studio & Gallery

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

20

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I have served on the Orange County Arts Commission over the past 20 years and am about to rotate off that board for awhile. I am involved with many art projects and organizations as a supporter, fundraiser, contributor and volunteer as a working artist.

Please enter the requested information.

Relevant Experience:*

I have worked as an Artist, arts educator, gallerist, occasional guest juror for art competitions, arts writer/critic, and mentor.

Reasons You Wish to be Appointed*

I'd like to be involved with supporting the local Carrboro arts community, especially the new art spaces that are opening up or struggling to stay afloat during the pandemic. I think everyone will be needed to get the wheels turning again when public events are once again allowed, and until then, all creative minds are needed to sustain the arts scene.

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

It is important that all members of our community are seen as being welcome and needed in the government and social structure of our town. People bring ideas from other cultures and backgrounds that we need to hear, and make contributions that are unique to their individual experiences. All of the citizens make up our local culture, and we need to hear from them.

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

If yes, which one(s)?

Planning Board

Yes

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.



Town of Carrboro

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

Agenda Item Abstract

File Number:21-62

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointments to the Economic Sustainability Commission

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Economic Sustainability Commission.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Economic Sustainability Commission currently has five seats available for appointment with two of those being first term expiration seats.

Applications were received from Soteria Shepperson and Fabian Stepinski. David Darr and David Jessee have first terms expiring and both have indicated the desire to be reappointed.

David Darr is the chair of the Economic Sustainability Commission and provided the chair forms for the Council's review. Chair forms are located directly in front of the application.

Town Council members are encouraged to review the [Advisory Board Recruitment and Appointment Policy](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->) [<http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->).

All applicant and chair information is attached.

A matrix is also included.

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council review the applications and consider making appointments.

**A RESOLUTION MAKING AN APPOINTMENT TO THE
ECONOMIC SUSTAINABILITY COMMISSION**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
ECONOMIC SUSTAINABILITY COMMISSION:

Appointee	Term Expiration
	2/2024
	2/2024
	2/2024
	2/2023
	2/2023

Section 2. This resolution shall become effective upon adoption.

Current makeup of the Economic Sustainability Commission:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
David Darr, Chair (Reapplied)	128 S Fiels Circle	2/21	1/20/78	White	Male	Scientist
Mark Vandegrift	202 Wyndham Drive	2/22	5/29/1971	white	female	VP Product Management
Terri Turner	1208 Spruce Street Durham NC	2/22	5/7/1976	white	female	Real Estate Broker
John 'Jack' Moracco	213 Cobblestone Drive	2/22	5/20/1969	White	male	Business Owner/Acupuncturist
Jim Porto	107 Watters Road	2/22	1/20/1966	Caucasian	male	homemaker
David Jessee (reapplied)	1543 Pathway Drive	2/21	11/10/1984	White	Male	landlord
VACANT						
VACANT						
VACANT						

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Soteria Shepperson	901 W Main	ESC	5/8/1986	AA	F	Activist, Entrepreneur Race Equity Action and Leadership Coordinator
Fabian Stepinski	320 Davie Road	ESC	3/25/1997	White	Male	Student Athlete
David JEssee	See above					
David Darr	See above					

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5198

Date Submitted: 2/10/2021

Advisory Board Name:*

Economic Sustainability Commission

Chair Name*

David Darr

Applicant First Name:*

Soteria

Applicant Last Name:

Shepperson

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Print

Advisory Board Application - Submission #5060

Date Submitted: 12/10/2020

First Name*

Soteria

Last Name*

Shepperson

Date*

12/10/2020

Select today's date

Address1*

901 W. Main Street

Address2

Apt. A

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone (111)-111-1111*

8043632543

Please enter your primary contact phone number.

Email Address*

soteria.shep@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

5/8/1986

Race*

AA

Please enter your race.

Sex*

F

Please enter your sex.

Occupation*

Artist| Entrepreneur|
Race Equity Action and
Leadership Coordinator

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

United States

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

approx 6 months

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|--|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input checked="" type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

Reasons You Wish to be Appointed*

I would like to assist in building a community where everyone is given an opportunity for generational and sustainable wealth, one where black and brown people are not constantly living from pay check to pay check. A community in which we do not have to work 3 and 4 jobs to get by. (I currently have 3 jobs).

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

Simply put Black Lives Matter :-) and the path of a POC varies toward greatness and fulfillment it varies from those who are born with privilege and opportunity. We all deserve a seat at the table.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

I am not sure if the Carrboro Task Force is considered a Board or Committee but I am currently on it.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5199

Date Submitted: 2/10/2021

Advisory Board Name:*

Economic Sustainability Commission

Chair Name*

David Darr

Applicant First Name:*

Fabian

Applicant Last Name:

Stepinski

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Print

Advisory Board Application - Submission #5069

Date Submitted: 12/17/2020

First Name*

Fabian

Last Name*

Stepinski

Date*

12/17/2020

Select today's date

Address1*

320 Davie Road

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

9198888502

Please enter your primary contact phone number.

Email Address*

stepi@ad.unc.edu

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

3/25/1997

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Student Athlete

Please enter your occupation.

Are you a registered Orange County Voter?*

No

Please answer Yes or No

Length of Residence in Orange County*

1 1/2 Years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

4 Months

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|--|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input checked="" type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input checked="" type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

Student at UNC

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Economic Sustainability Commission

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Number of Years Employed

1 1/2 Years

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

As an international student athlete who has travelled the world and is living on a foreign continent for 1 1/2 years now, I have gained a tremendous amount of experience. I was born and raised in Zurich, Switzerland, which is one of the main touristic places in my country. This "big foreign city" background provides me with a different and fresh perspective.

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I am currently an international student athlete at the University of North Carolina at Chapel Hill and part of the Men's Swimming and diving team. Next to my commitment as a NCAA Division 1 athlete, I coach little kids at the North Carolina Diving Club on several evenings of the week. This is a task which is challenging but highly rewarding at the same time. There is nothing more rewarding than leading the youngest members of our community to their success.

Please enter the requested information.

Relevant Experience:*

In 2016 I completed a four year Swiss Federal Vocational Apprenticeship as Business Administrator in a private school office. This gave me valuable insights what it means to be a small local operating business. In the following two years I added a Swiss Federal Vocational Baccalaureate in Economics. This education helped me to understand more complex economic contexts. I had to balance my whole schedule with my engagement as semi-professional Olympic Diving Athlete. Since 2012 I am part of the Swiss National Diving Team and was able to represent Switzerland at competitions all over the globe. In 2019 I completed the basic training of the Swiss Armed Forces. Since then I am an active (on hold) soldier which serves in the Swiss Air Force as communication and transmission specialist. Ultimately, since the summer of 2019 I have the huge privilege to study and live in the USA. A dream came true for me. Living, training, and working in a different country on a different continent challenges me everyday anew. I am an economics major with a minor in computer science and personally interested in economic and financial history. So far, I have learned so much and with a lot more to come: Inside and outside of the classroom.

Reasons You Wish to be Appointed*

As a foreigner I am a guest in the town of Carrboro and the USA. Since day one I've been welcomed with open arms. I would like to give back to this awesome community I am privileged to live in. A board is in a leadership position. Further, a board needs to be accountable and committed to it's community. All those are tasks I have been confronted with in my life so far. It would be an honor to contribute with my experiences to the town of Carrboro.

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

The town of Carrboro is a diverse community given that one of the nation's best academic institutions is right around the corner. This creates an ever changing environment with a lot of different challenges. Such an environment needs a diverse board in order to master the challenges. My background is as unique as Carrboro. This can help to diversify the board's decision making and may lead to innovative "out of the box" solutions. Carrboro is a great town and has much potential. I would love to be part of the process of realizing it. I would like to make sure that every citizen of the town of Carrboro feels as welcomed and at home as I do. Equality, diversity, and racial equity are fundamental parts of one's core values. No matter of one's background, beliefs, or race: Everyone has to have equal opportunities and rights. Only if this is the case, a society will be successful. With my passion and heart I will represent every single member of the town so that at the end of the day we are better off as a community.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

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



Yes



No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.



Town of Carrboro

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

Agenda Item Abstract

File Number:21-60

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Public Hearing on Land Use Ordinance Text Amendment Relating to Stormwater Management Regulations

PURPOSE: The purpose of this item is for the Town Council to hold a public hearing on a proposed amendment to Section 15-263 of the Land Use Ordinance, Management of Stormwater. The consideration of an amendment to the Land Use Ordinance is a legislative decision; the Council must receive public input before reaching a decision on the draft ordinance.

DEPARTMENT: Planning Department

CONTACT INFORMATION: Christina Moon - 919-918-7325, cmoon@townofcarrboro.org <<mailto:cmoon@townofcarrboro.org>>; Marty Roupe - 919-918-7333, mroupe@townofcarrboro.org <<mailto:mroupe@townofcarrboro.org>>; Randy Dodd - 919-918-7341, rdodd@townofcarrboro.org <<mailto:rdodd@townofcarrboro.org>>; Nick Herman - 919-929-3905, herman@broughlawfirm.com <<mailto:herman@broughlawfirm.com>>; Patricia McGuire - 919-918-7327, pmcguire@townofcarrboro.org <<mailto:pmcguire@townofcarrboro.org>>

INFORMATION: Dan Jewell, with Coulter Jewell Thames, PA, working on behalf of the ArtsCenter has submitted an application for a text amendment in association with the application for a conditional use permit for the proposed development (see separate agenda item). The request is to consider adding a new provision under Section 15-263(g) that would allow for a relaxation of the volume control provisions in certain very specific situations. On January 26th, three draft ordinances were provided to the Town Council: options A and B were included in the agenda packet, and a modified version of Option B, requested by applicant, was also presented to the Council for discussion. (Agenda materials may be found at [Town of Carrboro - Meeting of Town Council on 1/26/2021 at 7:00 PM \(legistar.com\)](https://carrboro.legistar.com/MeetingDetail.aspx?ID=823936&GUID=D387AE20-BC4A-444C-A4C3-58F350776615&Options=&Search=>) <<https://carrboro.legistar.com/MeetingDetail.aspx?ID=823936&GUID=D387AE20-BC4A-444C-A4C3-58F350776615&Options=&Search=>>.)

All three options were referred to Orange County and to the Planning Board, Environmental Advisory Board and Stormwater Advisory Commission for review (Attachments C - E). When reviewing the ordinances, advisory board members were asked to consider the Council's comments and discussion points from the January meeting, and to identify a preferred option for the amendment as well as to consider modification to the draft language. Materials for the text amendment and a related conditional use permit application for the ArtsCenter's proposed new site at 315 Jones Ferry Road were presented at the joint advisory board meeting on February 4th and recommendations finalized on February 11th. Comments are provided as Attachment H.

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Comments from the advisory boards express a preference for the Council granting relief for this particular project rather than making a change to the volume control provisions in the Land Use Ordinance or for some other option, such as the applicant applying for a variance. More detailed discussion on the draft ordinances, background on the stormwater management requirements and specifically the volume control provisions are provided in the staff memos (Attachment A & Attachment B).

A text amendment is needed to provide the Council, or other permit issuing authority, with the option of allowing a project to meet a lower or different standard. Additional revisions to Modified Option B as described in the advisory board comments offer one path forward. Staff will continue discussions with the applicant to understand the challenges associated with the project and will provide any updated information relating to possible refinements to the draft ordinances at the meeting.

FISCAL & STAFF IMPACT: The applicant has submitted the application fee for this amendment and notice has been published. No extraordinary costs noted in conducting the public hearing.

RECOMMENDATION: Staff recommends that the Town Council receive comment on the proposed amendment. Public comment may be submitted to the Town Clerk up to 24 hours after the close of the public hearing. A subsequent agenda item will be scheduled for the Council to finish its deliberations and consider making a decision on the item. A resolution of consistency will be provided at that time.



TOWN OF CARRBORO

NORTH CAROLINA

TRANSMITTAL PLANNING DEPARTMENT

DELIVERED VIA: ☐ HAND ☒ MAIL ☐ FAX ☐ EMAIL

To: David Andrews, Town Manager
Mayor & Town Council

From: Tina Moon, Planning Administrator

Date: February 19, 2021

Subject: Consideration of Text Amendment Relating to Stormwater Management

The town has received an application from Dan Jewell, of Coulter, Jewell, Thames, PA, acting on behalf of the ArtsCenter for an amendment to the text of the Land Use Ordinance (LUO) in association with the application for a conditional use permit to develop a new ArtsCenter at 315 Jones Ferry Road. The request is to amend the stormwater management requirements relating to volume control under Section 15-263(g) by adding a new provision that would allow for a project to meet a different standard in certain specific situations (Attachment F).

In response to the request, two draft ordinances (options A and B) were prepared and included in the January 26, 2021 Town Council agenda packet as part of a request to set a public hearing for formal consideration ([Town of Carrboro - Meeting of Town Council on 1/26/2021 at 7:00 PM \(legistar.com\)](https://legistar.com/town/carrboro/meeting/2021/01/26/2021-01-26-7-00-PM)). An edited version of Option B was also presented to the Council at the meeting, at the request of the applicant.

After discussion, the Council set a public hearing date of February 23, 2021, and referred all three draft ordinances (A, B, and modified B) to the Planning Board, Environmental Advisory Board and Stormwater Advisory Commission for review and recommendation. Staff was directed to provide the advisory boards with the Council's discussion points from the January meeting and the applicant's stormwater runoff analysis so that the boards could understand the degree to which a deviation from the current stormwater runoff standard in Section 15-263(g) would be needed to advance the project. In addition, the advisory boards were asked to consider the language in each draft ordinance, to identify a recommended option and to suggest possible edits as appropriate. A memorandum from Randy Dodd, the Stormwater Utility Manager, was also provided to the boards to assist in their review of the amendment request and draft ordinances; the memo included an overview of the development of the volume control provisions and information relating to how the proposed deviation would differ from current stormwater management requirements (Attachment B).

The three draft ordinances can be described as follows:

Option A – Adds a new provision such that the permit issuing authority may approve projects meeting certain parameters related to existing conditions, community benefit and other factors, and slow release of stormwater rather than meet the annual stormwater volume reduction requirements. This would depart from the method used by other developments since the volume control provision was established, in that it does not include a measurement of volume in a comparable fashion to ordinance requirement.

Option B – Adds a new provision that establishes property size and performance criteria to allow up to a specific increase in the post-development volume. Measurement of stormwater volume remains the same and the extent to which the regulation was being reduced or relaxed under the provision would be known.

Modified Option B – Adds a new provision that establishes property size and performance criteria whereby an increase in the post-development volume would be allowed, however, it does not identify a maximum volume increase. Use of the provision would require the applicant to provide the calculations to demonstrate that all practicable stormwater measures have been included in the project design but that the project cannot meet the standard in provision (3). The measurement of stormwater volume remains the same and the extent to which the regulation was being reduced or relaxed would be known.

The application for the text amendment was presented at the joint advisory board meeting on February 4, 2021. The Planning Board, EAB and SWAC met again individually on February 11th to finalize their recommendations (Attachment H). The importance of the Town's stormwater management provisions and a reluctance to lowering an existing standard was noted from all three boards. Possible alternatives to a text amendment that were discussed included the applicant seeking a variance or requesting that the Town Council grant relief for this particular project. Possible modifications to the draft ordinance Modified Option B such as adding community benefit as an additional qualifier are mentioned in the Planning Board comments. Other possible qualifiers could include limiting the amendment to the M-1 zoning district, adding additional limitations based on property size or topography, or other criteria that may be identified and discussed at the hearing.

In evaluating possible paths to advance the conditional use permit application described in the advisory board comments, it does not appear that the project would be a strong candidate for a variance under Section 15-92 and the applicant has indicated that a variance would not be their preferred option. With regard to a one-time waiver, the Land Use Ordinance only provides for the permit issuing authority to grant deviations from the standards in specific situations and only subject to meeting criteria. If there is interest in pursuing this approach, a new draft ordinance could be prepared for consideration.

Staff is continuing to work with the applicant team to get a better understanding of how much of a deviation from the existing volume control standards is needed for the project, and to consider possible adjustments to Modified Option B. As noted above, additional language to may be needed so that the amendment can be more narrowly construed. There may also be benefit of adding language to part (iii) of Modified Option B, to better define the term “practicable” so that the standard is clear.



TOWN OF CARRBORO

NORTH CAROLINA

TRANSMITTAL

STORMWATER DIVISION

DELIVERED VIA: ☐ HAND ☐ MAIL ☐ FAX ☒ EMAIL

To: Stormwater Advisory Commission
Environmental Advisory Board
Planning Board

From: Randy Dodd, Stormwater Utility Manager

Cc: Martin Roupe, Development Review Administrator
Christina Moon, Planning Administrator
Patricia McGuire, Planning Director
Joe Guckavan, Public Works Director
Heather Holley, Stormwater Specialist
Emily Cochran, Stormwater Administrator
Khadijah Hasan, Engineer
Josh Dalton, Sungate Engineering
Bill Roark, McGill Assoc.

Date: January 29, 2021

Subject: LUO Stormwater Volume Control Provision

Background and Summary

The Town's Land Use Ordinance (LUO) includes provisions for stormwater management to address peak runoff for flood mitigation, drawdown rates, water quality (treatment of the 1" storm event), and other stormwater management aspects. In addition, the Town amended the ordinance in 2012, with minor changes in 2013, 2014, and 2020, to include explicit provisions regulating the total volume of stormwater runoff from a site. Information is presented in this memo in response to the ArtsCenter application and specific issues that have arisen related to compliance with the stormwater volume provisions in the LUO. These are relevant to both a requested LUO text amendment and the CUP application.

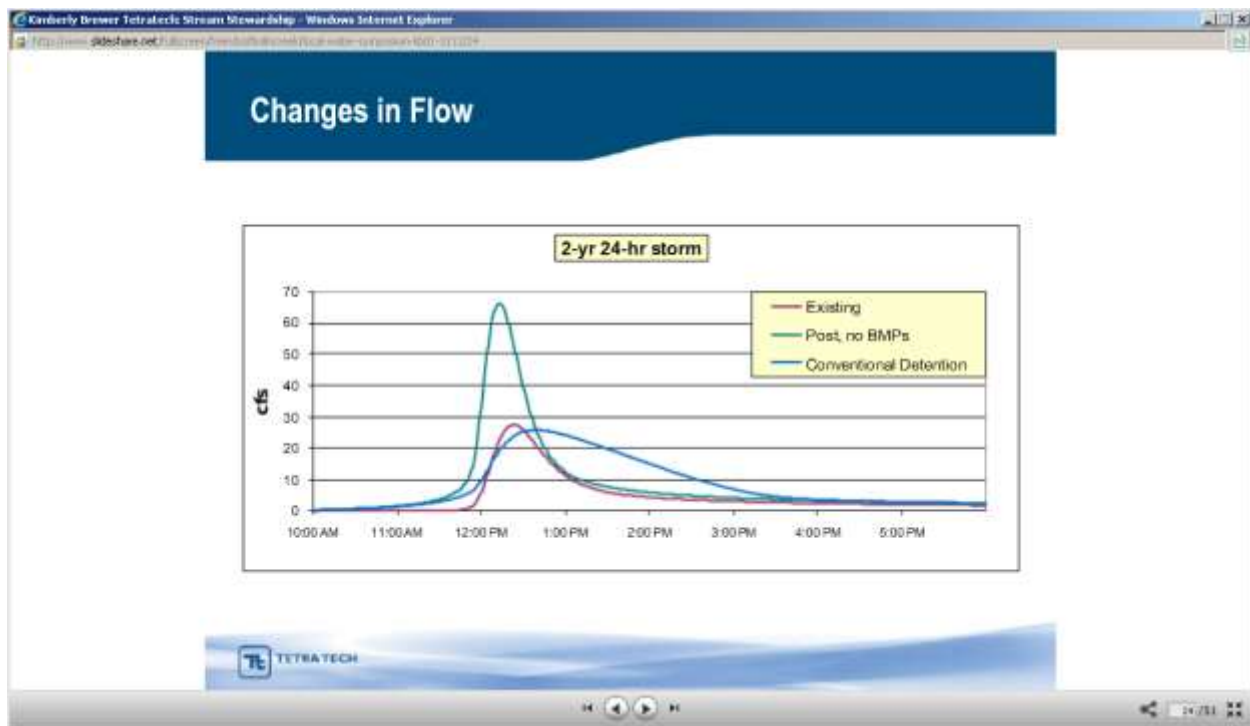
Information

Why is Total Stormwater Volume Control Important?

Carrboro's ordinance provisions address stormwater volume in that treatment of stormwater peak flow is required for the 1 through 25-year recurrence interval 24-hour design storms. In addition, water quality treatment is required for the first inch of rain during a storm event. Storm storage volume is required to be drawn down in 2 to 5 days after rain events to allow for capture of

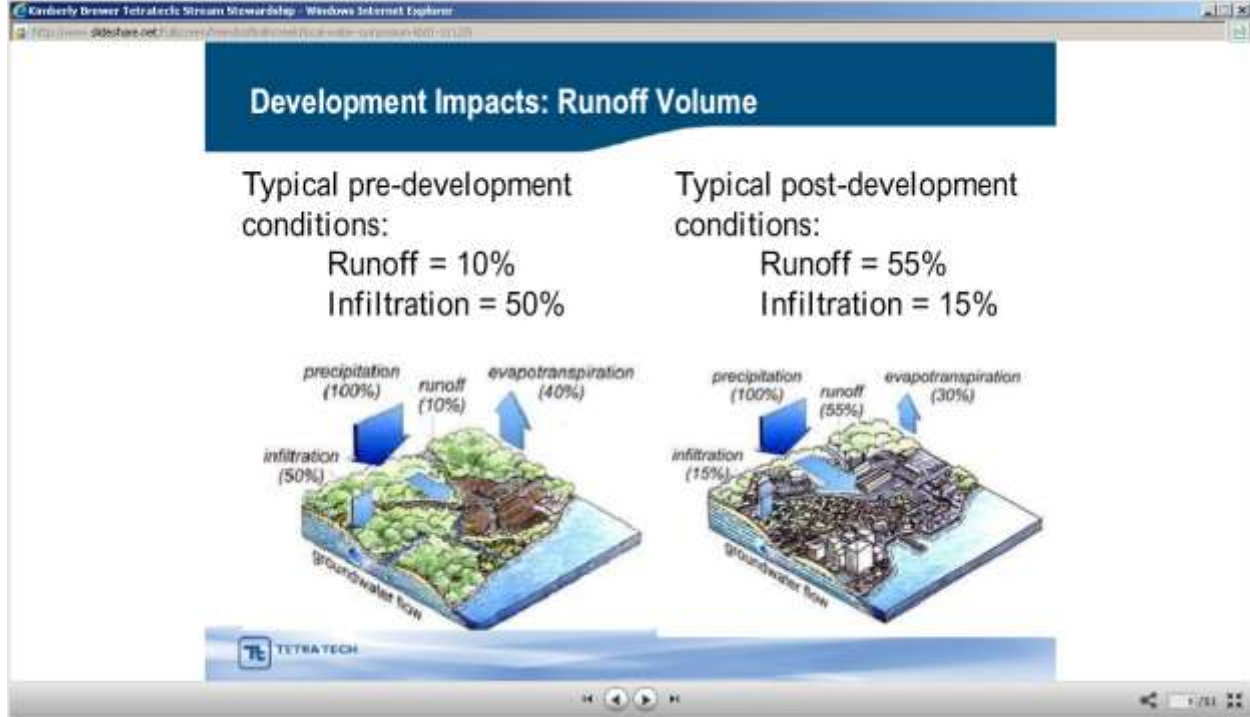
subsequent storms. These requirements provide water quantity control to minimize flooding and water quality treatment. Figure 1 graphically indicates how peak flow can be maintained after development, but with a substantial increase in the total volume of runoff relative to pre-development, which is reflected in the total area under the hydrograph curves.

Figure 1: Illustrative Pre and Post Hydrographs Indicating Runoff for Pre-Development and Post Development With and Without BMPs to address Peak Flow (Source: Kimberly Brewer, 2012 Local Creek Symposium at NC Botanical Garden)



A typical impact for a developing urban environment is illustrated in Figure 2. Historically, urban needs around transportation infrastructure and the built environment have resulted in dedication of significant portions of the landscape to intentionally impervious features. In addition, development can often compromise or reduce infiltration capacity through impacts on soil quality and permeability. In this typical higher density urban scenario, the proportions of rainfall that runs off and infiltrates are essentially reversed before and after development.

Figure 2: A Comparison of Pre and Post Runoff (Typical) (Source: (Source: Kimberly Brewer, 2012 Local Creek Symposium at NC Botanical Garden)



The concept of total stormwater volume control, also being referred to more and more as “runoff reduction” (synonyms or closely related concepts and terms include “Low Impact Development [LID]”, “green infrastructure”, “volume matching”) marks an important philosophical milestone that has been helping define the next generation of stormwater design in recent years. Increases in the total volume of runoff associated with new development is associated with less infiltration and evapotranspiration. The intention of runoff reduction is that the benefits go beyond making sure the peak flow from the post construction condition does not exceed that from the pre-construction condition, and water quality improvement. If site and stormwater designs can successfully implement runoff reduction strategies, then they will also do a better job at replicating a more natural (or pre-development) hydrologic condition. In doing so, site level runoff reduction also can address: the duration and frequency of runoff impacts and velocity; groundwater recharge, and protection of stream channels. It is also an important tenet of planning for and improving the resilience to the changes in precipitation regimes that have been occurring and are anticipated to continue for the foreseeable future.

Runoff reduction to protect stream channels is of particular note. As stormwater stored on site for peak flow mitigation is released in the hours and several days after a storm event, stream banks can experience more erosive stress since the critical flow for protecting stream banks (at and approaching “bankfull” flow) is not explicitly regulated, and can actually occur for a longer duration when stormwater is stored on site and then gradually released. Detention based practices that do not intentionally address the total volume of stormwater generated can therefore potentially result in greater impacts to stream channels.

While the above provides an overall conceptual framework, in practical terms, the need for volume/runoff reduction have important local drivers. Importantly, both Bolin Creek and Morgan

Creek have been recognized by the North Carolina Division of Water Quality as impaired. Multiple studies undertaken by the State and the Bolin Creek Watershed Restoration Team have identified stormwater quantity as a significant stressor to local creeks. Benthic macroinvertebrate monitoring undertaken by the Town for over 15 years has indicated that the aquatic biota of Bolin Creek remain stressed, with stream channel/geomorphic instability and decreased baseflow being important stressors. The geomorphic stress is particularly important to note since the traditional detention based approach to flood mitigation can actually result in longer duration streamflows at or near the bankfull flow which is the flow of maximum stress. Additionally, inclusion of a volume/runoff reduction regulatory approach can help mitigate nuisance flooding, which has been a significant and growing concern primarily driven by changes in precipitation regimes.

As part of a larger LUO stormwater review, staff have initiated and will be further considering additional potential LUO amendments in the coming months to strengthen the LUO stormwater provision and recognize both local resilience needs and the ongoing advances that are happening in the stormwater profession.

What Stormwater Management Approaches Are Available to Reduce Runoff?

One way of categorizing approaches to runoff reduction is as “nonstructural” versus “structural”. A similar presentation is via approaches that are more planning oriented and more engineering oriented. Nonstructural/planning approaches attempt to reduce runoff via methods that minimize unnecessary or unwise disturbance that increases runoff whereas structural methods attempt to treat and manage runoff resulting from disturbance. Structural practices for years were known as “Best Management Practices” (BMPs), but the nomenclature has changed in the past several years and they are now known as “Stormwater Control Measures” (SCMs). The effectiveness of these practices in reducing overall runoff are being captured in guidance and planning tools for stormwater management, as depicted in the following table.

Table 1: Volume Reduction Associated with SCMs from NC Stormwater Credit Manual (attributable to evaporation and infiltration; variability related to soil hydrologic groups)

Practice	NC Credit Document₁
Permeable Pavement (infiltrating, A-C soils)	100%
Infiltration	100%
Bioretention per MDC	14-90%
Silva Cell per MDC	14-90%
Green Roof	60%
Disconnected Impervious Surface	30-65%
Rainwater Harvesting	Custom/user defined
Level spreader-filter strip	15-60%
Stormwater Wetland	25-40%
Treatment swale	10-40%
Wet Pond	10-25%
Dry pond	0-10%
Sand Filter (closed)	0%

<https://files.nc.gov/ncdeq/Energy%20Mineral%20and%20Land%20Resources/Stormwater/BMP%20Manual/SSW-SCM-Credit-Doc-20170807.pdf>

Table 2: NC Credit Manual Assessment of Stormwater Control Measures

SCM Type	Protection of Streambanks	Protection of Stream Temp.	Removal of Bacteria	% TN Removal ¹	% TP Removal ¹
Bioretention	Excellent	Good	Excellent	35-65 ²	45-60 ²
Infiltration	Excellent	Excellent	Excellent	84	84
Permeable Pavement (infiltration)	Excellent	Excellent	Excellent	84	84
Permeable Pavement (detention)	Fair	Good	Good	30	30
Wet Pond	Fair	Poor	Fair	30	30
Stormwater Wetland	Good	Fair	Good	44	40
Sand Filter	Poor	Fair	Good	35	45
Rainwater Harvesting	Excellent	Excellent	Good	Variable ³	Variable ³
Green Roof	Good	Good	Good	30	30
DIS	Good	Good	Good	30	35
LS-FS	Poor	Poor	Poor	30	35
Pollutant removal Swale (wet)	Fair	Fair	Poor	30	30
Pollutant removal Swale (dry)	Poor	Fair	Poor	10	10
Dry Pond	Poor	Poor	Poor	10	10
StormFilter	Poor	Fair	Fair	50	70

Carrboro's Ordinance Provision for Stormwater Volume

While reasonable and possible for certain types of development on certain sites, “No impact” development from a stormwater perspective given Carrboro’s zoning, policies, and soils is not in a literal sense broadly practical or feasible when it comes to maintaining total runoff at predevelopment conditions; the ordinance stormwater volume provision attempts to provide a transparent performance

standard for achieving “lower impact” development, and is based on the principals and concepts discussed above. The ordinance explicitly quantifies the allowable deviation in stormwater volume from the preexisting condition, and uses the NCDEQ approved SNAP Tool (in addition to curve numbers) to calculate the annual (and not design storm) stormwater volume. The ordinance specifically states that the post-development total annual stormwater runoff volume shall not exceed the predevelopment volume by more than the limits set forth in the following table.

Table 3: Carrboro’s Allowable Increase in Stormwater Volume

Preexisting Composite Curve Number*	Maximum allowable increase in annual stormwater runoff volume
>= 78	50%
70-78	100%
64-70	200%
<=64	400%

*see appendix for more information on the composite curve number

The ordinance provision assesses compliance during the pre-development/permitting stage based on a composite curve number for the development site using the runoff curve number method described in USDA Technical NRCS Technical Release 55, Urban Hydrology for Small Watersheds (June, 1986) (see appendix for more information on curve number calculation).

On June 26, 2012 the Board of Aldermen adopted these new volume control provisions to the stormwater management requirements in Section 15-263 of the Land Use Ordinance (LUO) to regulate the total volume of stormwater runoff from a site. At that time, it was noted that refinements may be warranted as staff and others gained experience with the application of the requirements to specific projects/designs. In early 2013, staff received information from the NCDWQ regarding State guidance on stormwater volume control credits for permeable pavement, and prepared a draft ordinance update recognizing the credits which was approved in February, 2013. At that time, staff also changed the development submittal checklist to require applicants to conduct some field work, in particular, soils testing and a determination of the water table height, prior to land use permit approval.

The intent of the stormwater volume ordinance is to establish a specific “not to exceed” maximum allowable annual volume increase. In addition, utilizing the SNAP tool means that a separate set of calculations do not have to be completed to address the ordinance requirement, since this tool is used for nutrient requirements. The thresholds for % increase have been set based on judgment from application of the tool for sites with development applications. The minimum curve number value (64) included in the table is based on the NCDWQ Manual guidance available at the time the ordinance was adopted which states “if the composite CN is equal to or below 64, assume that there is no runoff resulting from either the 1 or 1½ inch storm”. Other threshold values are based on review of the information in the appendix.

One aspect of Carrboro’s ordinance and State regulatory requirements under the Jordan Lake Rules is also relevant. The SNAP tool was developed to support implementation of new development requirements in the Jordan Lake Rules and for other Nutrient Sensitive Water. While its use focuses on regulation of nitrogen and phosphorus, the calculation for nutrient loading (in lb/ac/yr) requires the calculation of total annual runoff volume. It is noteworthy in implementing the stormwater volume provisions per the Jordan Rules and in the Town’s ordinances that the rules allow for “offset payments”. Experience to date with the SNAP tool and its predecessors indicates that compliance with the Town’s existing water quality treatment provisions for total suspended solids are resulting in many

new developments being able to comply with the new Jordan Lake nutrient rules simply via an offset payment with little or no additional onsite treatment beyond what is required in the ordinance for TSS treatment. This underscores that the volume control/runoff reduction component in the ordinance provides additional protection for local waterways not provided via the Jordan Lake new development provisions.

Experience from Applying Volume Control Ordinance Requirements

How any given development application considers volume/runoff reduction depends on the site and the applicant's design goals. A combination of approaches have been employed and are anticipated going forward that include additional and/or larger stormwater structural measures, greater reliance on structural practices that are more beneficial for runoff reduction, and in general greater consideration of LID principles and practices during the planning and design. Table 3 presents stormwater volume calculations for the permitted projects and other sites for which the accounting tool has been applied to study stormwater volume and the ordinance provision.

Table 3: Annual Runoff Volume Change from Previous and Current Land Use Permit Applications

	Annual runoff (cubic feet) ₁			
Project (chronological) (<i>underline: land use permit issued; italics: provision did not apply at time of permit review</i>)	Pre-development	Post-development (with SCMs)	% change	Compliant with Ordinance
<u>Pacifica</u>	92,012	342,639	272%	Probably
<u>Claremont South</u>	358,883	2,112,505	489%	No
<i>Family Dollar</i>	8,416	101,541	1170%	No
CVS	147,705	179,000	34%	Yes
Claremont Phase 5	124,553	320,778	158%	Yes
<u>Shelton Station</u> ₃	67,278	100,430	49%	Yes
<u>West Carr Street Apts.</u>	65,622	77,384	18%	Yes
<u>Hilton Inn</u>	86,764	86,332	0%	Yes
<u>South Green</u>	406,868	257,182	-37%	Yes
<u>Burgundy Lane</u>	59,675	268,287	350%	Yes
<u>Lloyd Property</u>	413,466	1,433,451	247%	Yes
<u>Chan Live Work</u>	9,313	25,091	169%	Yes
<u>Inara Court</u>	10,645	22,722	113%	Yes
<u>Sanderway</u>	73,492	295,006	301%	Yes
<u>CASA</u>	16,777	83,738	399%	Yes
<u>Kentfield</u>	57,214	287,504	403%	Yes

From this analysis, it can be concluded that the volume provisions:

1. Have resulted in stormwater plans for approved permits that demonstrate compliance for all sites permitted to date subsequent to the ordinance adoption.

2. Has resulted in stormwater management plans with additional stormwater management/Low Impact Development features, or at least SCM enhancements for some sites.

Recommendation

Staff recommend that the Advisory Boards receive the staff memo and review and provide recommendations for the draft amendment prior to the public hearing scheduled for February 23rd.

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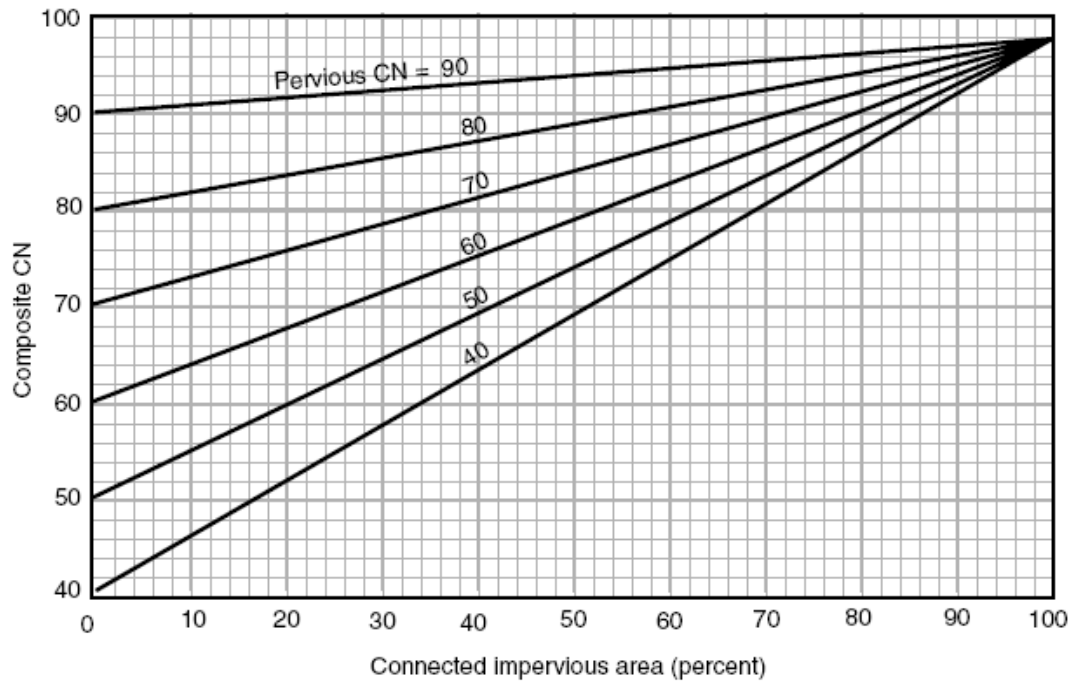
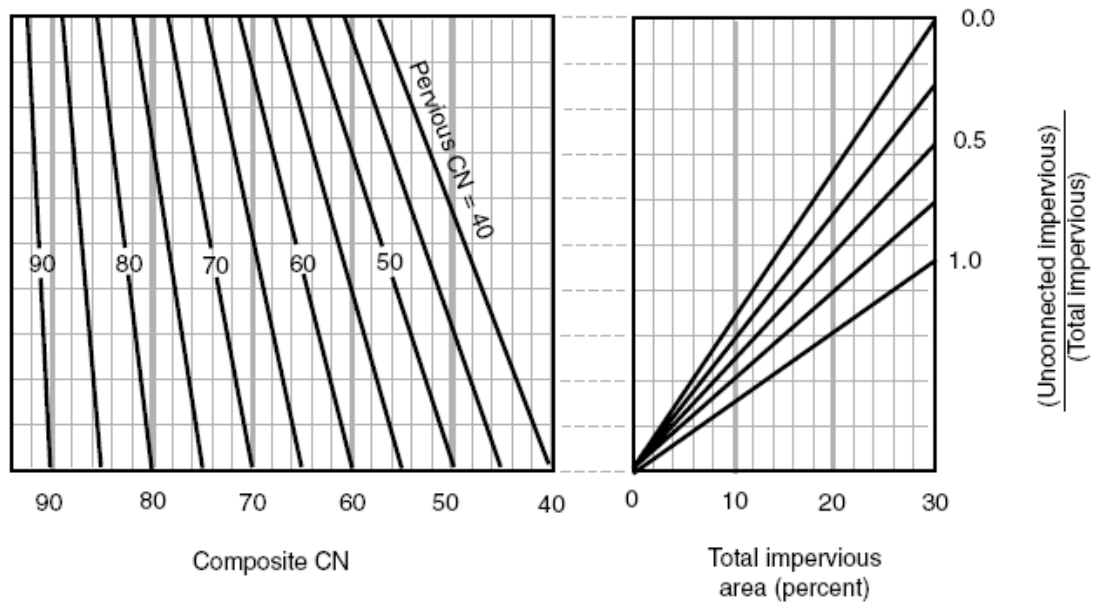
Appendix: Curve Number Reference Information

Table 2-2a Runoff curve numbers for urban areas ^{1/}

Cover description		Curve numbers for hydrologic soil group			
Cover type and hydrologic condition	Average percent impervious area ^{2/}	A	B	C	D
<i>Fully developed urban areas (vegetation established)</i>					
Open space (lawns, parks, golf courses, cemeteries, etc.) ^{3/} :					
Poor condition (grass cover < 50%)		68	79	86	89
Fair condition (grass cover 50% to 75%)		49	69	79	84
Good condition (grass cover > 75%)		39	61	74	80
Impervious areas:					
Paved parking lots, roofs, driveways, etc. (excluding right-of-way)		98	98	98	98
Streets and roads:					
Paved; curbs and storm sewers (excluding right-of-way)		98	98	98	98
Paved; open ditches (including right-of-way)		83	89	92	93
Gravel (including right-of-way)		76	85	89	91
Dirt (including right-of-way)		72	82	87	89
Western desert urban areas:					
Natural desert landscaping (pervious areas only) ^{4/}		63	77	85	88
Artificial desert landscaping (impervious weed barrier, desert shrub with 1- to 2-inch sand or gravel mulch and basin borders)		96	96	96	96
Urban districts:					
Commercial and business	85	89	92	94	95
Industrial	72	81	88	91	93
Residential districts by average lot size:					
1/8 acre or less (town houses)	65	77	85	90	92
1/4 acre	38	61	75	83	87
1/3 acre	30	57	72	81	86
1/2 acre	25	54	70	80	85
1 acre	20	51	68	79	84
2 acres	12	46	65	77	82
<i>Developing urban areas</i>					
Newly graded areas					
(pervious areas only, no vegetation) ^{5/}		77	86	91	94
Idle lands (CN's are determined using cover types similar to those in table 2-2c).					

¹ Average runoff condition, and $I_a = 0.2S$.² The average percent impervious area shown was used to develop the composite CN's. Other assumptions are as follows: impervious areas are directly connected to the drainage system, impervious areas have a CN of 98, and pervious areas are considered equivalent to open space in good hydrologic condition. CN's for other combinations of conditions may be computed using figure 2-3 or 2-4.³ CN's shown are equivalent to those of pasture. Composite CN's may be computed for other combinations of open space cover type.⁴ Composite CN's for natural desert landscaping should be computed using figures 2-3 or 2-4 based on the impervious area percentage (CN = 98) and the pervious area CN. The pervious area CN's are assumed equivalent to desert shrub in poor hydrologic condition.⁵ Composite CN's to use for the design of temporary measures during grading and construction should be computed using figure 2-3 or 2-4 based on the degree of development (impervious area percentage) and the CN's for the newly graded pervious areas.

Source: NRCS, 1986

Figure 2-3 Composite CN with connected impervious area.**Figure 2-4** Composite CN with unconnected impervious areas and total impervious area less than 30%

Source: NRCS, 1986

OPTION A

AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE RELATING TO
THE REQUIREMENTS FOR STORMWATER MANAGEMENT

DRAFT 1-20-2021

THE TOWN COUNCIL OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Section 15-263(g) is amended by adding a new provision (4) to read as follows:

- (4) In circumstances where (i) the post-development runoff volume exceeds the predevelopment runoff volume; (ii) there is a clear community benefit inherent in the proposed development; and (iii) where a substantial portion of a property can remain in and/or be restored to a vegetated conditional; and (iv) where regulatory requirements such as stream buffers, floodplains steep slopes and utility easements substantially encumber a property; an alternative means of compliance consisting of stormwater management systems installed to mitigate the increase in volume such that the increase in volume is captured and released over a 2-5 day period can be allowed by the [permit-issuing] authority.

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

OPTION B

AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE RELATING TO
THE REQUIREMENTS FOR STORMWATER MANAGEMENT

DRAFT 1-20-2021

THE TOWN COUNCIL OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Section 15-263(g) is amended by adding a new provision (4) to read as follows:

- (4) Notwithstanding the foregoing, the Council may approve a development application that does not fully comply with the volume control provisions in provision (3) above, if all of the follow criteria can be met: (i) the development complies with all other stormwater requirements in this chapter except for the volume control provision in 15-393(g), (ii) the property is less than one acre, and (iii) the applicant has demonstrated the extent to which all practicable design measures have been incorporated into the stormwater management plan and that full compliance with the volume control requirements in provision (3) is impracticable. In no case shall the annual runoff volume exceed more than ____ times the amount shown in the table in provision (3) above.

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

(Modified) OPTION B

AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE RELATING TO
THE REQUIREMENTS FOR STORMWATER MANAGEMENT

DRAFT 1-21-2021

THE TOWN COUNCIL OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Section 15-263(g) is amended by adding a new provision (4) to read as follows:

- (4) Notwithstanding the foregoing, the Council may approve a development application that does not fully comply with the volume control provisions in provision (3) above, if all of the follow criteria can be met: (i) the development complies with all other stormwater requirements in this chapter except for the volume control provision in 15-393(g), (ii) the development results in less than one acre of land disturbance, and (iii) the applicant has demonstrated the extent to which all practicable design measures have been incorporated into the stormwater management plan and that full compliance with the volume control requirements in provision (3) is impracticable.

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

TOWN OF CARRBORO

LAND USE ORDINANCE AMENDMENT REQUEST



"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, the Planning Board, Stormwater Advisory Commission, and the Appearance Commission, as appropriate, of the Town of Carrboro:

I (we), the undersigned do hereby respectfully make application and petition the Town Council to amend the Land Use Ordinance. In support of this application, the following facts are shown:

- 1) The Land Use Ordinance, at present, would allow (description/quote, page and number of section in question):**

LUO Section 15-263(g)(3) currently reads as follows:

- (1) The Board finds that increases in the total annual volume of runoff associated with new development results in decreased groundwater recharge, increased stream channel instability/erosion and significant water quality degradation. Therefore to the maximum extent practicable developments shall install and maintain stormwater management systems such that the post-development total annual stormwater runoff volume shall not exceed the predevelopment volume by more than the limits set forth in the table below. The predevelopment and post-development annual stormwater runoff volume shall be calculated using the most up to date guidance and accounting methodology from North Carolina environmental regulatory agencies with stormwater management oversight. (AMENDED 6/26/12, AMENDED 2/26/13, AMENDED 5/28/19)**

A composite curve number shall be assigned to the development site in the pre-development stage using the runoff curve number method described in USDA NRCS Technical Release 55, Urban Hydrology for Small Watersheds (June, 1986). See also Chapters 4 through 10 of NEH-4, SCS (1985).

Preexisting Composite Curve Number*	Maximum allowable increase in annual stormwater runoff volume
> 78	50%
>70-78	100%
> 64-70	200%
<=64	400%

(AMENDED 2/26/13)

-
- 2) The proposed amendment to the Land Use Ordinance would allow (describe briefly intended change):**

The LUO notes that annual stormwater runoff volume shall be calculated using the most up to date guidance and accounting methodology from North Carolina environmental regulatory agencies with stormwater management oversight. NCDEQ does not require annual volume mitigation, so there are no definitive methodologies specifically for this calculation. We would suggest that in circumstances where there is a clear community benefit (i.e., where a substantial portion of a property can remain in and/or be restored to a vegetated condition), and where regulatory requirements such as stream buffers, floodplains, steep slopes and utility easements substantially encumber a property, an alternate means of compliance through slow release of the additional runoff volumes above and beyond the amounts given in the table in LUO Section 15-263(g)(3), can be granted through the Approving Authority. NCDEQ requires that water quality devices drain down in 2-5 days. The intent of this section of the LUO is improved (or increased) groundwater recharge, improved (or decreased) channel instability, and reduced water quality degradation. Given this, we propose to use a combination of sand filter treatment as well as an underground detention system that releases the captured runoff volume slowly. This allows the device to have adequate time to provide the necessary nutrient reduction treatment. This slow, controlled release also allows for the runoff to have an opportunity to infiltrate due to a reduced velocity. The treatment provided by the sand filter improves water quality, and the slow release allows water to infiltrate and thus recharge groundwater more quickly. Additionally, the slow release is at a significantly reduced velocity that will positively affect the stream channel stability. Given this, we feel that the proposed stormwater controls meet the intent of this section of the LUO, and the Approving Authority can find as such.

Specifically, the applicant requests that a new subsection (4) be inserted below (3) under 15-263(g) to read as follows:


- (4) *In circumstances where (i) the post-development runoff volume exceeds the pre-development runoff volume; (ii) there is a clear community benefit inherent in the proposed development; and (iii) where a substantial portion of a property can remain in and/or be restored to a vegetated condition; and (iv) where regulatory requirements such as stream buffers, floodplains steep slopes and utility easements substantially encumber a property; an alternate means of compliance consisting of stormwater management systems installed to mitigate the increase in volume such that the increase in volume is captured and released over a 2-5 day period can be allowed by the Approving Authority.*

3) State the reasons for the proposed amendment:

This amendment is requested to provide further clarifying and conforming guidance with respect to interpretation of section 15-263(g)(3) of the LUO, and to deal with narrowly tailored and unique property circumstances and development proposals that provide community benefits and environmental protection, but where a strict adherence to the Staff's traditional policy interpretation of this section of the LUO, would be impractical. Staff has requested that the Stormwater Nitrogen and Phosphorus (SNAP) Tool be used to calculate the annual runoff volume. We believe that there are alternative tools that are equally effective in measuring, and more impactful in managing, storm water runoff and helping to meet the LUO's intentions, particularly: improved groundwater recharge, decreased channel instability, and reduced water quality degradation. Towards this end, we feel that the SNAP Tool that Staff currently relies on is not the only appropriate methodology to perform the required calculations or to show compliance with this section of the LUO; rather, we would propose sand filter treatment as well as an underground detention system that releases the captured runoff volume slowly to meet the intent of the LUO.. The limited buildable area on this site severely restricts

available stormwater control measure options. Above grade ponds and bioretention areas are not practical given the site's small size. Pervious pavement is not practical given the sewer easement that crosses the site and OWASA's requirement to avoid saturation of the sewer line. A green roof is not practical given the additional structural and building costs and the Arts Center's limited budget as a non-profit organization. In the specific example of this property, neither pervious pavement or a green roof, alone or in combination, would meet the volume reduction requirements. We have proposed a calculation methodology that we feel meets the intent of the requirements in the LUO and is acceptable to adjacent municipalities with similar requirements. In this specific case, the proposed user has long been located in and an economic and communal asset to the Town of Carrboro and approval of this would allow them to remain long term. In addition, when completed over 50% of the property will be in a naturalized vegetated condition, and the specific challenges of the physical characteristic of the site including the stream and associated buffer, as well as the sewer outfall crossing the property, make it otherwise impossible to meet the annualized runoff volume increase as has been historically interpreted by Staff. We would respectfully request the Council's consideration of this amendment.

SIGNATURE:


 applicant

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ARTICLE XVI

FLOOD DAMAGE PREVENTION, STORMWATER MANAGEMENT, AND WATERSHED PROTECTION

PART II. STORM WATER MANAGEMENT

Section 15-261 Natural Drainage System Utilized to Extent Feasible (REWRITTEN 6/27/07) AMENDED 2/21/12) .

(a) To the extent practicable, all development shall conform to the natural contours of the land and natural drainage ways shall remain undisturbed.

(b) To the extent practicable, lot boundaries shall be made to coincide with natural drainage ways within subdivisions to avoid the creation of lots that can be built upon only by altering such natural drainage ways.

(c) Drainage or filling in of existing ponds, under circumstances where the requirements of Section 15-263 are not applicable, shall only be allowed if the stormwater management benefits of the pond are otherwise provided for through installation of other stormwater management devices or practices deemed suitable by the Administrator. (AMENDED 2-21/12)

Section 15-262 Development Must Drain Properly (REWRITTEN 6/27/07)

(a) All development shall be provided with a stormwater management system containing drainage facilities that are adequately designed and constructed to prevent the undue retention of surface water on the development site. Surface water shall not be regarded as unduly retained if:

- (1) The retention results from a technique, practice or device deliberately installed as part of an approved sedimentation or stormwater management plan, or
- (2) The retention is not substantially different in location or degree than that experienced by the development site in its pre-development stage, unless such retention presents a danger to health or safety.

(b) No surface water may be channeled or directed into the OWASA sanitary sewer system.

(c) Whenever practicable, the drainage system of a development shall coordinate with the drainage system or drainage ways on surrounding properties or streets.

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(d) Use of drainage swales rather than curb and gutter and storm sewers in subdivisions is provided for in Section 15-216. Private roads and access ways within unsubdivided developments shall utilize curb and gutter and storm drains to provide adequate drainage if the grade of such roads or access ways is too steep to provide drainage in another manner or if other sufficient reasons exist to require such construction.

(e) The minimum design storm frequency for all drainage systems shall be the 10 year storm, except that those facilities crossing streets shall be designed for the 25 year storm.

(f) Drainage culverts and associated facilities shall be suitably sized to accommodate designated storm frequencies and shall be suitably constructed and installed to insure that the facilities will function adequately and will not deteriorate within an unreasonably short period of time. **(AMENDED 04/03/90)**

Section 15-263 Management of Stormwater (REWRITTEN 6/26/07; AMENDED 6/24/08; AMENDED 10/28/08; 6/22/10; 11/23/10; REWRITTEN 6/26/12)

(a) The requirements of this section shall apply to developments to the extent provided in this subsection.

- (1) For purposes of this subsection, “impervious surface” means that portion of the development of a lot or tract that is covered by a surface or material that substantially or completely prevents rainwater from reaching and being absorbed into the underlying soil. Impervious surfaces include but are not limited to streets, driveways, sidewalks, parking lots, buildings, and other roofed, paved, or graveled areas. Wooden slatted decks and the water area of swimming pools are considered pervious, as are detention ponds.
- (2) For purposes of this subsection, “net addition of impervious surface” shall be determined by subtracting the total square footage of impervious surface prior to commencement of construction authorized by a development permit from the total square footage of impervious that is proposed to be located on the development site when all construction authorized by the development permit (including all phases thereof) is completed. If the permit issuing authority reasonably concludes that a permit applicant is seeking or has sought separate permits (simultaneously or sequentially) for different components of what is demonstrably intended to be a single development in an attempt to stay below the impervious surface threshold that triggers the requirements set forth in this section, then the permit issuing authority shall treat such multiple applications as a single application for purposes of determining whether the requirements of this section are applicable.
- (3) All unsubdivided developments that involve a net addition of more than 5,000 square feet of impervious surface shall be subject to the requirements of this section, except that these requirements shall not apply if the total of the net addition of impervious surface area plus the previously existing impervious

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surface area on the lot does not exceed (i) six percent (6%) of the lot area within a B-5 or WM-3 zoning district, or (ii) for lots in all other zoning districts, the amount of impervious surface area permissible on lots within the C or WR zoning districts under subsection 15-266(b) of this part.

- (4) When land is subdivided, and the permit authorizing the subdivision does not itself authorize the net addition of more than 5,000 square feet of impervious surface to the tract to be subdivided, then the requirements of this section shall not be applicable to the subdivision. The applicability of the requirements of this section to each of the individual lots so created shall then be determined as development permits are issued for each such lot.
- (5) When land is subdivided, and the permit authorizing the subdivision itself authorizes the net addition of more than 5,000 square feet of impervious surface to the tract to be subdivided (regardless of whether such impervious surface consists of a road or other facilities external to the lots so created, or buildings, parking lots, and other facilities constructed within the lots so created, or a combination of the two), then the subdivision shall comply with the requirements of this section. Furthermore, the stormwater management system that is installed to comply with the provisions of this section shall be required to take into account all the stormwater reasonably expected to be generated by the development (according to generally accepted engineering standards) when all subdivided lots five acres or less in size are fully developed. When such lots are subsequently developed, they shall be exempt from further review under the provisions of this section. However, any lot within such subdivision that is greater than five acres in size and that was not included in the stormwater calculations for purposes of designing a stormwater management system that satisfies the requirements of this section shall be required to comply with the requirements of this section at the time such lot is developed, if and to the extent required to do so under subsection (a)(3) of this section.
- (6) Notwithstanding the other provisions of this subsection, if (i) a lot is within a commercial district described in Section 15-136 or a manufacturing district described in 15-137, (ii) on the date that a development permit application is submitted and the fees paid the lot is already developed to the extent that the lot contains at least 10,000 square feet of impervious surface area, and (iii) the reasonably estimated cost of the redevelopment of the lot as proposed in the development permit application exceeds the greater of \$100,000, or fifty percent (50%) of the appraised value of the existing improvements on the lot, then the requirements of this section shall be applicable to such redevelopment. For purposes of this subdivision (a)(6), the terms “cost” and “appraised value” shall have the same meaning as provided in Subsection 15-125(c) of this chapter.
- (7) Notwithstanding the other provisions of this subsection, the requirements of this section shall apply to any development involving the reconstruction of a

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previously paved area comprising at least 10,000 square feet (repaving or resurfacing shall not be considered reconstruction).

(8) Notwithstanding the other provisions of this subsection (but subject to the provisions of subsection (a)(8)f below), the requirements of this section shall apply to all proposed new development that cumulatively disturbs one acre or more for single family and duplex residential property and recreational facilities, and one-half acre for commercial, industrial, institutional, multifamily residential, or local government property. For purposes of this subsection (a)(8) only:

- a. Development means any land disturbing activity which adds to or changes the amount of impervious or partially impervious cover on a land area or which otherwise decreases the infiltration of precipitation into the soil.
- b. New development means any development project that does not meet the definition of existing development set forth immediately below.
- c. Existing development means development not otherwise exempted from the provisions of this section that meets one of the following criteria: (i) it either is built or has established a vested right based on statutory or common law grounds as of the effective date of this section, or (ii) it occurs after the effective date of this section but does not result in a net increase in impervious surface area and does not increase the infiltration of precipitation into the soil.
- d. Land disturbing activity means any use of the land that results in a change in the natural cover or topography that may cause or contribute to sedimentation.
- e. Larger common plan of development or sale means any area where multiple separate and distinct construction or land-disturbing activities will occur under one plan. A plan is any announcement or piece of documentation (including but not limited to a sign, public notice or hearing, sales pitch, advertisement, loan application, drawing, permit application, zoning request, or computer design) or physical demarcation (including but not limited to boundary signs, lot stakes, or surveyor markings) indicating that construction activities may occur on a specific plot.
- f. Redevelopment means any development on previously developed land.

(b) Developments must install and maintain stormwater management systems that will control and treat runoff from the first one inch of rain as follows:

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- (1) Draw down the treatment volume in accordance with the requirements of the North Carolina Division of Water Quality Best Management Practices (NC DWQ BMP) Manual.
- (2) Achieve an eighty-five percent (85%) average annual removal rate for Total Suspended Solids.

(c) Subject to subsections (d) and (f), developments must install and maintain stormwater management systems that ensure that the nutrient load contributed by the development is limited to not more than 2.2 pounds per acre per year of nitrogen and 0.82 pounds per acre per year of phosphorus.

(d) Subject to subsection (f), developments that (i) would otherwise be required under subsection (a) to comply with the stormwater treatment standards set forth in subsection (c), and (ii) involve the replacement or expansion of existing structures or improvements, shall have the option of either satisfying the requirements of subsection (c) of this section or achieving a thirty-five percent (35%) nitrogen and five percent (5%) phosphorous reduction in the loading rates for these nutrients when comparing the situation that exists on the date a completed application is submitted to the post redevelopment situation for the entire project site.

(e) The need for engineered stormwater controls to meet the nutrient loading rate standards set forth in subsections (c) and (d) shall be determined by using the loading calculation methods and other standards established by the Division of Water Quality as set forth in Sub-Item (4)(a) of 15A NCAC 2B.0265, including the current version of the Stormwater Best Management Practices Manual published by the Division.

(f) Developers shall have the option of offsetting part of their nitrogen and phosphorus loads by implementing or funding offsite management measures as follows:

- (1) Before using offsite offset options, a development shall attain a maximum nitrogen loading rate on-site of six pounds per acre per year for single-family detached and duplex residential development and ten pounds per acre per year for other development, including multi-family residential, commercial and industrial, and shall meet any requirement for engineered stormwater controls required by this Article..
- (2) Offsite offsetting measures shall achieve at least equivalent reductions in nitrogen and phosphorus loading to the remaining reduction needed onsite to comply with the loading rate standards set forth in subsection (c) of this section.
- (3) A developer may make offset payments to the N.C. Ecosystem Enhancement Program contingent upon acceptance of payments by that Program. A developer may use an offset option provided by the Town of

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Carrboro, or may propose other offset measures including providing the developer's own offsite offset or utilizing a private seller. All offset measures shall meet the requirements of 15A NCAC 02B.0273(2) through (4) and 15A NCAC 02B.0240.

(g) Developments shall be constructed and maintained so that their stormwater management systems meet the following minimum standards:

- (1) The post-development discharge rates shall be less than or equal to the pre-development discharge rates for the 1-, 2-, 5-, 10-, and 25-year 24-hour design storms.
- (2) For upstream properties, the 1% chance flood elevation may not be increased.
- (3) The Board finds that increases in the total annual volume of runoff associated with new development results in decreased groundwater recharge, increased stream channel instability/erosion and significant water quality degradation. Therefore to the maximum extent practicable developments shall install and maintain stormwater management systems such that the post-development total annual stormwater runoff volume shall not exceed the predevelopment volume by more than the limits set forth in the table below. The predevelopment and post-development annual stormwater runoff volume shall be calculated using the most up to date guidance and accounting methodology from North Carolina environmental regulatory agencies with stormwater management oversight. **(AMENDED 6/26/12, AMENDED 2/26/13, AMENDED 5/28/19)**

A composite curve number shall be assigned to the development site in the pre-development stage using the runoff curve number method described in USDA NRCS Technical Release 55, Urban Hydrology for Small Watersheds (June, 1986). See also Chapters 4 through 10 of NEH-4, SCS (1985).

Preexisting Composite Curve Number*	Maximum allowable increase in annual stormwater runoff volume
> 78	50%
>70-78	100%
> 64-70	200%
<=64	400%

(AMENDED 2/26/13)

(h) The presumption established by this section is that, to satisfy the standards set forth herein, the applicant shall design and construct all stormwater management systems

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required by this section in accordance with the guidelines set forth in the Town of Carrboro Storm Drainage Design Manual (Appendix I to this chapter). However, the permit issuing authority may establish different requirements when it concludes, based upon (i) the information it receives in the consideration of the specific development proposal, and (ii) the recommendations of the public works director or the town engineer, that such deviations from the presumptive guidelines are necessary to satisfy the standards set forth in this section, or that the standards can still be met with such deviations and the deviations are otherwise warranted.

(i) Approval by the town of an applicant's stormwater management plans, and construction by the applicant of the stormwater management system as shown in such plans, shall not relieve the applicant of the responsibility of complying with the standards set forth in this section. If at any time prior to two years after the date that the town concludes that a stormwater management system (or any component thereof) has been constructed in accordance with approved plans, the town determines that the stormwater management system (or any component thereof) installed to meet the requirements of this section does not achieve that objective, the town may require the submission of revised plans and the installation of new, altered, or additional facilities to bring the development into compliance. Prior to issuance of a certificate of occupancy or approval of a final plat, the town may require the applicant to post a performance bond or other sufficient surety to guarantee compliance with this section. **(AMENDED 1/29/13)**

(j) Upon completion of construction of the stormwater management facilities, the permit recipient shall submit to the town "as built" plans for all such facilities in the form required by the town. Compliance with this requirement must occur prior to issuance of a certificate of occupancy, or prior to final plat approval (if applicable), unless adequate security is otherwise provided in accordance with the provisions of Sections 15-53 or 15-60.

(k) Proposed new development undertaken by the Town solely as a public road project shall be deemed compliant with the provisions of this section if it meets the buffer protection requirements of Part III of this Article. All other developments shall comply with both the requirements of this section and the provisions of Part III of this Article.

(l) Variances from the provisions of this section may only be granted in accordance with the requirements of Section 15-92, including subsection (l) of that section.

Art. XVI. FLOOD DAMAGE PREVENTION, STORMWATER MANAGEMENT, AND WATERSHED PROTECTION**Section 15-263.1 Maintenance of Structural BMPs.**

(a) For purposes of this section, a “structural BMP” is a device constructed or installed to trap, settle out, or filter pollutants from stormwater runoff or to reduce stormwater discharge volume or velocity in order to satisfy one or more of the requirements of Section 15-263.

(b) The owner of each structural BMP installed pursuant to this ordinance shall maintain and operate it so as to preserve and continue its function in controlling stormwater quality and quantity at the degree or amount of function for which the structural BMP was designed. Such operation and maintenance shall be in accordance with the Operation and Maintenance Agreement specified in subsection (e) of this section.

(c) The owner of each structural BMP shall ensure that each such facility is inspected in accordance with the Operation and Maintenance Agreement specified in subsection (e) of this section by a qualified registered North Carolina professional or other individual specially qualified by an appropriate training, testing, and certification program. The person performing the inspections shall submit annually to the administrator a report certifying the results of such inspections. The report shall be in a format and shall contain the information prescribed by the administrator. The first report shall be due one year from the date of the as built certification required by Subsection 15-263(i), and subsequent reports shall be due on or before that anniversary date.

(d) The owner of each structural BMP shall ensure that, in accordance with the Operation and Maintenance Agreement, funds are set aside in an escrow account, sinking fund, or other arrangement, sufficient to pay major, non-routine costs associated with keeping such BMPs in proper operational condition, such as the cost of sediment removal, structural, biological, or vegetative replacement, major repair, or reconstruction. The owner shall submit annually to the administrator a report certifying that such funds have been set aside. The report shall be in a format and shall contain the information prescribed by the administrator. The first report shall be due one year from the date of the as-built certification required by Subsection 15-263(i), and subsequent reports shall be due on or before that anniversary date.

(e) Prior to final plat approval, in the case of a subdivision, or prior to the issuance of a certificate of occupancy, in the case of an unsubdivided development, the owner of a development that contains a structural BMP shall enter into an Operation and Maintenance Agreement with the town (and shall record such agreement in the Orange County Registry) that specifies that the owner, and his or her successor and assigns:

- (1) Agrees to comply with the obligations set forth in subsections (b), (c), and (d) of this section;
- (2) Authorizes the town and its employees or agents to enter the property where the structural BMPs are located at reasonable times to inspect the

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same for compliance with the requirements of this section, the permit issued pursuant thereto, and the provisions of the Operation and Maintenance Agreement;

- (3) Agrees that, if the owner fails to operate and maintain such structural BMPs in accordance with the requirements of this section, the permit issued pursuant thereto, and the provisions of the Operation and Maintenance Agreement, the town is authorized (but not obligated) to enter the property to perform such work as is necessary to bring such BMPs into compliance and to charge the owner with the costs of such work.

(f) If structural BMPs are to be owned by a property owners or homeowners association or similar entity, then the covenants applicable to such association shall clearly reference the obligations of the association, as owner of such BMPs, to fulfill the obligations of the owner relating to such BMPs as required by the provisions of this section, the permit issued pursuant thereto, and the provisions of the Operation and Maintenance Agreement.

(g) If a structural BMP is located within a subdivision, then the recorded plat of such subdivision shall include a reference to the book and page number where the Operation and Maintenance Agreement is recorded. **(AMENDED 6/26/12)**

(h) Where appropriate in the determination of the Administrator to assure compliance with this section, structural BMPs shall be posted with a conspicuous sign stating who is responsible for required maintenance and annual inspection. The sign shall be maintained so as to remain visible and legible. **(AMENDED 6/26/12)**

Section 15-264 Sedimentation and Erosion Control

(a) No zoning, special use, or conditional use permit may be issued and final plat approval for subdivisions may not be given with respect to any development that would cause land disturbing activity subject to the jurisdiction of the Orange County Erosion Control Officer or the North Carolina Sedimentation Control Commission unless such officer or agency has certified to the town; either that:

- (1) Any permit required by such officer or agency has been issued or any erosion control plan required by such officer or agency has been approved; or
- (2) Such officer or agency has examined the preliminary plans for the development and it reasonably appears that any required permit or erosion control plan can be approved upon submission by the developer of more detailed construction or design drawings. However, in this case, construction of the development may not begin (and no building permits

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may be issued) until such officer or agency issues any required permit or approves any required erosion control plan.

(b) For purposes of this section, “land disturbing activity” means any use of the land by any person in residential, industrial, educational, institutional or commercial development, highway and road construction and maintenance that results in a change in the natural cover or topography and that may cause or contribute to sedimentation. Sedimentation occurs whenever solid particulate matter, mineral or organic, is transported by water, air, gravity, or ice from the site of its origin.

(c) The Orange County Erosion Control Officer is authorized by resolution of the Carrboro Board of Aldermen to enforce within the town the Orange County Soil Erosion and Sedimentation Control Ordinance. **(AMENDED 12/7/83)**

(d) **(REPEALED 12/7/83)**

Section 15-265 (REPEALED 3/24/09).**Section 15-266 Impervious Surface Limitations (AMENDED 12/7/83; 05/15/90)**

(a) Within a B-5 or WM-3 zoning district (the total area of which comprises less than one percent of the are of the University Lake Watershed and all of which is located more than one-half mile from the normal pool elevation of University Lake), not more than twenty-four percent (24%) of the land on any lot may be covered by an impervious surface such as a street, drive, sidewalk, parking lot, building, or other roofed structure, etc. In the event that the area of impervious surface is greater than six percent (6%) of the total lot, stormwater management techniques must be employed that would retain the first one inch of rainfall running off of all impervious surfaces on a lot. A registered engineer must certify that the stormwater techniques used will accomplish this objective before a permit is issued, and it shall be a continuing condition of the permit that the owner provide necessary maintenance so that the stormwater retention techniques continue to function effectively. Such stormwater retention techniques shall be subject to inspection by the Town at least annually. In granting the conditional use permit authorizing such facilities, the Board shall require the developer to post a cash bond or other sufficient security to guarantee that the developer or his successor shall adequately maintain such stormwater retention facilities so that such facilities will continue to operate as intended. **(AMENDED 07/06/93; 10/15/96)**

(b) Subject to subsections (c) and (d), within a C or WR zoning district the maximum impervious surface coverage permissible on any lot shall be as shown in the following Table of Impervious Surface Calculations, which establishes a sliding scale of permissible impervious surface coverage based on lot size. For purposes of applying the table, lot sizes shall be rounded to the nearest tenth of an acre. Lot sizes of less than 0.5 acres may not exceed 4200 square feet of impervious surface, and lot sizes in excess of five acres may not exceed an impervious surface area equal to 4% of the lot size. For purposes of this subsection,

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impervious surface includes but is not limited to areas such as a street, driveway, sidewalk, parking lot, building, or other roofed or paved structure.

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LOT SIZE		IMPERVIOUS SURFACE	
ACRES	SQUARE FOOTAGE	SQUARE FOOTAGE	PERCENTAGE
0.5	21,780	4,200	19.28
0.6	26,136	4,300	16.45
0.7	30,492	4,400	14.43
0.8	34,848	4,500	12.91
0.9	39,204	4,600	11.73
1.0	43,560	4,700	10.79
1.1	47,916	4,800	10.02
1.2	52,272	4,900	9.37
1.3	56,628	5,000	8.83
1.4	60,984	5,100	8.36
1.5	65,340	5,200	7.96
1.6	69,696	5,300	7.60
1.7	74,052	5,400	7.29
1.8	78,408	5,500	7.04
1.9	82,764	5,600	6.77
2.0	87,120	5,700	6.54
2.1	91,476	5,800	6.34
2.2	95,832	5,900	6.16
2.3	100,188	6,000	5.99
2.4	104,544	6,100	5.83
2.5	108,900	6,200	5.69
2.6	113,256	6,300	5.56
2.7	117,612	6,400	5.44
2.8	121,968	6,500	5.33
2.9	126,324	6,600	5.22
3.0	130,680	6,700	5.13
3.1	135,036	6,800	5.04
3.2	139,392	6,900	4.95
3.3	143,748	7,000	4.87
3.4	148,104	7,100	4.79
3.5	152,460	7,200	4.72
3.6	156,816	7,300	4.66
3.7	161,172	7,400	4.59
3.8	165,528	7,500	4.53
3.9	169,884	7,600	4.47
4.0	174,240	7,700	4.42
4.1	178,596	7,800	4.37
4.2	182,954	7,900	4.32
4.3	187,308	8,000	4.27
4.4	191,664	8,100	4.23
4.5	196,020	8,200	4.18
4.6	200,376	8,300	4.14
4.7	204,732	8,400	4.10
4.8	209,088	8,500	4.07
4.9	213,244	8,600	4.03
5.0	217,800	8,712	4.00

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(c) If a tract is subdivided, then impervious surface shall be calculated as follows:

- (1) The area of each lot shown on a proposed final plat shall be calculated. For purposes of this calculation, all street right-of-way created as part of the subdivision shall be allocated to the adjoining lots by extending lot lines. If lots are created on either side of a proposed street, lot lines shall be extended to the centerline of the right-of-way.
- (2) Maximum impervious surface area for each lot shall be determined in accordance with subsections (a) or (b).
- (3) The sum total of impervious surface area permissible on the entire tract shall be determined by adding together the impervious surface area available to each lot as determined under subsections (a) or (b).
- (4) The impervious surface area within streets and other areas, (such as common areas) outside of individual lot boundaries shall be subtracted from the total area calculated pursuant to subsection (3).
- (5) Following the calculation set forth in subsection (4), the remaining permissible impervious surface area shall be allocated by the subdivide to each lot, subject to the applicable limitations set forth in this section, and subject to the further limitation that, with respect to a cluster subdivision, in no case may the overall impervious surface area allocation for the subdivided tract exceed 4% of the area of that tract. For purposes of this calculation, the area of each lot shall exclude street right-of-way. The allocation assigned to each lot shall be indicated on the face of the subdivision final plat, and purchasers of each lot shall be bound by such allocation.

(d) If a development is completed in phases or stages, the percentage restrictions set forth in this section shall apply to each separate phase or stage.

(e) All development within the JLWP that requires a sedimentation and erosion control plan under 15A NCAC 4 or the Orange County Sedimentation and Erosion Control Ordinance shall be subject to the following requirements:

- (1) Density and built-upon area shall be limited as follows:
 - a. For single family residential subdivisions, minimum lot sizes of 20,000 square feet or maximum of two dwelling units per acre; or
 - b. Twenty-four percent built-upon area for all other residential and non-residential development; or

Art. XVI. FLOOD DAMAGE PREVENTION, STORMWATER MANAGEMENT, AND WATERSHED PROTECTION

c. Three dwelling units per acre or thirty-six percent built-upon area for properties without curb and gutter systems.

(2) Stormwater runoff from such developments shall be transported by vegetated conveyances to the maximum extent practicable. **(AMENDED 10/15/96)**

(f) For purposes of this section, the term “built-upon area” means that portion of a development project that is covered by impervious or partially impervious cover, including buildings, pavement, gravel areas (e.g. roads, parking lots, paths), recreation facilities (e.g. tennis courts), etc. Wooden slatted decks and the water area of a swimming pool are considered pervious. **(AMENDED 10/15/96)**

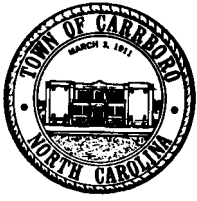
Section 15-267 Additional Development Standards Within C and WR District

(AMENDED 11/11/86; 05/15/90)

(a) Buildings and other impervious surfaces within the C and WR zoning districts shall be located, to the extent reasonably possible, so as to (i) take full advantage of the assimilative capacity of the land and (ii) avoid areas described in subsection 15-198(e) and (f). **(AMENDED 09/05/95).**

(b) To avoid the creation of lots that will be difficult to build upon in a manner that complies with the standard set forth in subsection (a) and the impervious surface limitations set forth in Section 15-266, preliminary and final plats for the subdivision of land within the C and WR zoning districts shall show buildable area and approximate driveway locations for all lots within such subdivision. Thereafter, no zoning permit may be issued for construction of buildings or driveways outside the buildable areas so designated on the final plat unless the zoning administrator makes a written finding that the proposed location complies with the provisions of subsection (a) of this section as well as section 15-266.

Section 15-268 (REPEALED 3/24/09).



TOWN OF CARRBORO

Planning Board

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

THURSDAY, FEBRUARY 11, 2021

Land Use Ordinance Text Amendment Relating to the Requirements for Stormwater Management

Motion was made by Foushee and seconded by Gaylord-Miles that the Planning Board of the Town of Carrboro recommends that the Town Council reject the draft ordinance, subject to the following comments:

- The Planning Board feels that the ArtsCenter should be able to move forward with this project despite not meeting the total volume provision of the stormwater ordinance. We hold this opinion for reasons including:
 - Carrboro Vision2020 policy 1.25 calls out the ArtsCenter as a singular institution, “an integral part of the town’s cultural life” and directs the town to support the ArtsCenter.
 - The fact that the ArtsCenter has already reduced the size of the proposed building to address the constraints of the site and may not find another suitable site in Carrboro.
 - The potential for the ArtsCenter to enhance their programming to include the historically Black and Latinx neighborhoods near the site, due to having a location immediately accessible by foot, bike, and bus.
 - The fact that the proposed development includes care for the stream buffer, including the removal of invasive vegetation and maintenance of native plantings.
 - The fact that the proposed development exceeds the post-development discharge rate provision of the stormwater ordinance (50-year storm rather than the required 25-year) and includes significant stormwater detention that would slow the discharge of the excess volume in such a way to reduce the flooding impact downstream.
- However, the Planning Board believes that an amendment to the ordinance is not appropriate to solve issues related to a single site. Stormwater is a critical issue for the town. We would not want to see the exception we propose applied broadly to developments that do not provide a similar degree of public benefit. We would want to see the Town Council work to craft an exception to the ordinance.
- In the event that the Town Council proceeds with the draft ordinance, the version preferred by the Planning Board is Modified Option B. We would further wish to see this option limited so that a project must provide significant public benefit of the kind offered by, for example, a cultural or educational institution, affordable housing, social services, etc to qualify. See Vision2020 1.2 and 1.3 for further examples.

VOTE:

AYES: (6) Fray, Gaylord-Miles, Sinclair, Foushee, Mangum, Posada

NOES: (0)

ABSTENTIONS: (0)

ABSENT/EXCUSED: (3) Tooloe, Clinton, Poulton

Associated Findings

By a unanimous show of hands, the Planning Board membership indicated that no members have any financial interests that would pose a conflict of interest to the adoption of this amendment.

Motion was made by Foushee and seconded by Gaylord-Miles that the Planning Board of the Town of Carrboro finds that a limited Modified Option B, is consistent with:

Possible related policies in Carrboro Vision2020

5.23	Carrboro should be proactive in managing its stormwater, promoting active maintenance of facilities, reducing impacts of increased impervious surface, and minimizing impacts on waterways.
1.25	The town should continue to support, as well as encourage its residents to support, the ArtsCenter, which is an integral part of the town's cultural life.
3.22	Carrboro should encourage infill development and placement of architecturally significant commercial and civic buildings in the downtown.

Furthermore, the Planning Board of the Town of Carrboro finds the proposed text amendment is reasonable and in the public interest by furthering the Town's efforts toward providing access to the Arts for all of its citizens.

However, the Planning Board still prefers a remedy other than a text amendment as noted previously.

VOTE:

AYES: (6) Fray, Gaylord-Miles, Sinclair, Foushee, Mangum, Posada

NOES: (0)

ABSTENTIONS: (0)




ABSENT/EXCUSED: (3) Tooloe, Clinton, Poulton

<i>Catherine Fray</i>	02 / 18 / 2021
(Chair)	(Date)

Signature Certificate

Document Ref.: WMWJZ-7PPML-Z59HS-YMDZD

Document signed by:

	<p>Catherine Fray E-mail: cadamson@alumni.unc.edu Signed via link</p> <p>IP: 98.26.109.4 Date: 18 Feb 2021 21:26:21 UTC</p>	 
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18 Feb 2021 21:26:21 UTC

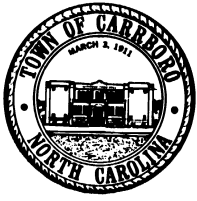
Page 1 of 1



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TOWN OF CARRBORO

Environmental Advisory Board

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

THURSDAY, FEBRUARY 11, 2021

Land Use Ordinance Text Amendment Relating to the Requirements for Stormwater Management

Motion was made by Brandon and seconded by Kaufman that the Environmental Advisory Board of the Town of Carrboro recommends that the Town Council not approve the draft ordinance.

- We do not recommend changing the stormwater requirements in Land Use Ordinance solely to accommodate a single project.
- Failure to meet the Town's stormwater requirements is an environmental justice issue as it could lead to negative impacts for residents downstream.
- A proposed text amendment that allows an applicant to not meet the Town's stormwater requirements is not in the best interests of the Town.

VOTE:

AYES: (4) Brandon, Blanco, Turner, Kaufman

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: (2) Schalkoff, Echart

Associated Findings

By a unanimous show of hands, the Environmental Advisory Board membership indicated that no members have any financial interests that would pose a conflict of interest to the adoption of this amendment.

Motion was made by Kaufman and seconded by Blanco that the Environmental Advisory Board of the Town of Carrboro finds the proposed text amendment, is not consistent with Vision2020 policy 5.23, but is consistent with Vision2020 policies 1.25 and 3.22.

Possible related policies in Carrboro Vision2020

5.23	Carrboro should be proactive in managing its stormwater, promoting active maintenance of facilities, reducing impacts of increased impervious surface, and minimizing impacts on waterways.
1.25	The town should continue to support, as well as encourage its residents to support, the ArtsCenter, which is an integral part of the town's cultural life.
3.22	Carrboro should encourage of infill development and placement of architecturally significant commercial and civic buildings in the downtown.

Furthermore, the Environmental Advisory Board of the Town of Carrboro finds the proposed text amendment is not reasonable and in the public interest by furthering the Town's efforts toward providing access to the Arts for all of its citizens.

VOTE:

AYES: (4) Turner, Kaufman, Blanco, Brandon

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: (2) Schalkoff, Echart

	<u>2-11-21</u>
For Tim Turner (Chair)	(Date)



TOWN OF CARRBORO

Stormwater Advisory Commission

301 West Main Streetf Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

THURSDAY, FEBRUARY 11, 2021

Land Use Ordinance Text Amendment Relating to the Requirements for Stormwater Management

Motion was made by Dickson and seconded by Paul that the Stormwater Advisory Commission of the Town of Carrboro recommends that the Town Council consider the following comments in relation to the draft ordinance.

The Stormwater Advisory Commission:

- 1) Believes that the Town should be strengthening and not relaxing the stormwater provisions in the LUO;
- 2) Believes that the Town should be avoiding development on greenfields within the stream buffer as a means of strengthening/implementing stormwater provisions;
- 3) The LUO requirements present minimum, but not necessarily optimal, requirements. The LUO needs to set a high bar, and higher bar, as quickly as possible, given the imperatives of protecting and restoring local creeks and Jordan Lake and addressing local resilience associated with the more frequent intense storms that are being experienced due to climate change;
- 4) Prefers that the applicant revise the application to comply with provision 15-263 (g)(3) of the current ordinance, and negate the need for a text amendment or other special consideration from the Town;
- 5) In the event that the Town Council deems that it is desirable to offer special consideration, suggests a waiver or variance as a preferable alternative to a text amendment. This could minimize the risk/damage of future projects opting to meet a lower than necessary standard;
 - a. We recommend that as part of any special consideration such as a waiver, variance, or text amendment the Town allow the applicant to consider all alternative means of complying with the volume reduction requirement to the maximum extent practicable, including the use of a blue roof.
- 6) Has provided separate comments regarding the CUP application, and requests that their full consideration be a condition of any waiver, variance, text amendment or other special consideration that may be provided;
- 7) Offers additional comments in the attachment provided below.

VOTE:

AYES: (Cox, Dickson, Joca, O'Connor, Paul)

NOES: (None)

ABSTENTIONS: (None)

ABSENT/EXCUSED: (None)

Associated Findings

By a unanimous show of hands, the SWAC membership indicated that no members have any financial interests that would pose a conflict of interest to the adoption of this amendment.

Motion was made by Paul and seconded by Joca that the SWAC of the Town of Carrboro finds the proposed text amendment, is not consistent with:

Related policies in Carrboro Vision2020

5.23	Carrboro should be proactive in managing its stormwater, promoting active maintenance of facilities, reducing impacts of increased impervious surface, and minimizing impacts on waterways.
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Furthermore, the Stormwater Advisory Commission of the Town of Carrboro finds the proposed text amendment is not reasonable and in the public interest for the reasons provided above.


VOTE:

AYES: (Cox, Dickson, Joca, O'Connor, Paul)

NOES: (None)

ABSTENTIONS: (None)

ABSENT/EXCUSED: (None)

 (Chair) 2/12/21 (Date)

Stormwater Advisory Commission Additional Comments on the Draft Text Amendment

The Town needs to protect our stormwater regulations as they stand and extend them....not retreat from them. Volume control is essential for stream protection. Our ideal stormwater management goal should be to not alter the hydrology of urban streams. To have all the water that would infiltrate at a site....infiltrate. So the amount of water coming off impervious surface is the same as would come off a forested surface. This is the Alpha and Omega of urban stream protection and restoration. The hydrology must be as natural as possible. Geomorphology, chemistry and biology follow. The arguments presented about project size, preexisting land use, etc. are similar to arguments presented from developers across the US: "What harm could one small project make?" "There is so much runoff already, what difference does adding a little more make". "This is one small lot in a much larger watershed." This is how urban streams die and downstream water quality falls apart, not from one huge project, but rather death by a thousand cuts. If we exempt every small project or open Pandora's Box to the opportunity for every small project to be exempt from volume control....then why have volume control? Modifying the LUO doesn't just set a dangerous precedent - it facilitates it.

Similarly, the argument from the applicant that the site is being held to a bigger volume standard because it is currently forested and there is no/little runoff currently and that is not fair because projects on currently urbanized sites that are to become more urbanized have a smaller percent increase in volume to manage is not reasonable or acceptable to the SWAC. Buying hydrologically important land should come with a commensurate hydrologically important responsibility.

It is also important to point out that the reason a text amendment has been requested is because the applicant's Stormwater Impact Analysis submittal for the Joint Review showed that:

1. 15-263(g)(3) allows for a 200% annual stormwater volume increase; the proposed annual stormwater volume increase for this project is 875%
2. the staff analysis presented at the Joint Review identifies other permitted projects that have met 15-263(g)(3)
3. the reason a text amendment is being pursued is that staff have not been able to conclude that the submittal meets the requirement that the allowable volume increase is being met "to the maximum extent practicable".
4. See the SWAC CUP comments for additional input.

ORANGE COUNTY PLANNING & INSPECTIONS DEPARTMENT

Craig N. Benedict, AICP, Director

Administration
(919) 245-2575
(919) 644-3002 (FAX)
www.orangecountync.gov



131 W. Margaret Lane
P O Box 8181
Hillsborough,
North Carolina, 27278



TRANSMITTAL DELIVERED VIA EMAIL

February 4, 2021

Christina Moon, AICP
Planning Administrator
Town of Carrboro
301 W. Main St.
Carrboro, NC 27510

SUBJECT: Joint Planning Review of Proposed Ordinance Amendments

Dear Tina:

Thank you for the opportunity to review the following Land Use Ordinance amendments received by us on January 23, 2021 and proposed for town public hearing on February 26, 2021:

- *An Ordinance Amending the Carrboro Land Use Ordinance Relating to the Requirements for Stormwater Management.*

We have reviewed the amendments and find no inconsistency with the adopted *Joint Planning Area Land Use Plan*.

If you have any questions or need additional information, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Perdita Holtz".

Perdita Holtz, AICP
Planning Systems Coordinator



Town of Carrboro

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

Agenda Item Abstract

File Number:21-59

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Public Hearing: Conditional Use Permit for The ArtsCenter at 315 Jones Ferry Road.

PURPOSE: The purpose of this item is for the Town Council to hold a public hearing on Conditional Use Permit application for The ArtsCenter at 315 Jones Ferry Road.

DEPARTMENT: Planning Department

CONTACT INFORMATION: James Thomas 919-918-7335, jthomas@townofcarrboro.org
<<mailto:jthomas@townofcarrboro.org>>

INFORMATION: Coulter Jewell Thames PA have submitted an application for a Conditional Use Permit (CUP) to allow for the development of The ArtsCenter located at 315 Jones Ferry Road.

The property is 1.36 acres in size and there is a stream and associated stream buffer along the eastern portion of the property. The applicant acquired a variance from the Board of Adjustment on June 17th, 2020 in order for the driveway, parking lot, stormwater control measures and associated grading to encroach into the Riparian Buffer 1 and 2 of this stream buffer. Staff is currently discussing with NCDWQ staff whether EMC approval is needed for this variance, additional details in staff report.

The property is identified as Orange County parcel identification numbers 9778-65-6581.

A staff report, permit plans, and other supporting materials are attached (**Attachments A-F**).

FISCAL & STAFF IMPACT: Impacts associated with holding the hearing are legal, engineering and staff time.

RECOMMENDATION: Town staff recommends that the Town Council receive information, hold a public hearing, and consider whether to approve the Conditional Use Permit application. Staff recommended conditions are included below and the CUP worksheet is attached (**Attachment F**):

1. That the Town Council finds that 39 parking spaces are sufficient to serve The ArtsCenter project. This

finding is based on information provided by the applicant regarding the alternative modes of transportation to get to and from The ArtsCenter.

2. That NCDOT must issue a driveway permit for the project prior to approval of the construction plans.
3. That the applicant shall provide to the Zoning Division, prior to the issuance of the Certificate of Occupancy for the building, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in DXF format and shall include a base map of the whole project and all separate plan sheets. As-built DXF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
4. That the developer shall demonstrate compliance with all provisions in LUO Section 15-263.1 Maintenance of Structural BMPs. This shall also follow the most recent Town SCM maintenance protocol, and include but not be limited to a detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for all SCMs, performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting information shall be submitted to the Town Engineer and Stormwater Division for review and approval prior to construction plan approval. Upon approval, the plans shall be recorded and included as part of the owner's actively maintained records.
5. That per LUO Section 15-92.1 the town shall receive in writing from NC DWQ information confirming that formal EMC approval is not required related to encroachment into the Zone 1 stream buffer or such approval shall be granted by EMC, prior to approval of the construction plans.

STAFF REPORT

TO: Town Council

DATE: February 23rd, 2021

PROJECT: Conditional Use Permit for The ArtsCenter

APPLICANTS: Coulter Jewell Thames PA
111 West Main Street
Durham, NC 27701

OWNERS: The ArtsCenter
300 G East Main Street
Carrboro, NC 27510

PURPOSE: To acquire a Conditional Use Permit for The ArtsCenter at 315 Jones Ferry Road. This will be a single phase project with the construction of a two-story building and related infrastructure (ie. parking, stormwater detention etc).

EXISTING ZONING: M1- Light Manufacturing

PIN: 9778-65-6581

LOCATIONS: 315 Jones Ferry Road

TRACT SIZE: 1.36 acres (59,037.5 square feet)

EXISTING LAND USE: Vacant

PROPOSED LAND USE: 5.320- Arts Center

SURROUNDING
LAND USES: North: M1- Jones Ferry Road / OWASA facility
South: R-7.5- single family residence
West: M1- commercial use
East: R-7.5, single-family residences

ANALYSIS

Background

Background

Coulter Jewell Thames PA have submitted an application for a Conditional Use Permit (CUP) to allow for the development of The ArtsCenter located at 315 Jones Ferry Road.

The property is 1.36 acres in size and there is a stream and associated stream buffer along the eastern portion of the property. The applicant acquired a variance from the Board of Adjustment on June 17th, 2020 in order for the driveway, parking lot, stormwater control measures and associated grading to encroach into the Riparian Buffer 1 and 2 of this stream buffer. More information about variance included below.

The property is identified as Orange County parcel identification numbers 9778-65-6581.

Transportation/Parking Lots, Bike Parking, Loading/Unloading Areas and Greenways/Sidewalks

Parking

The required number of parking spaces for this project is 42 spaces and the applicant will be providing 39 parking space- this is a reduction request of three spaces. The applicant has provided a parking reduction justification letter (**Attachment D**). It should be noted that the Town Hall parking lot, referenced in the letter, should not be formally considered as its use is dedicated to Town Hall functions. It should also be noted that the applicant has not chosen to provide compact parking spaces within this development. Section 15-293(b) of the LUO allows up to 40 percent of the spaces to be compact.

Town staff recommends that the Town Council review the request for flexibility in the parking requirements. Staff has prepared the following CUP condition, which should be included if the Council finds the number of proposed parking spaces acceptable:

- That the Town Council finds that 39 parking spaces are sufficient to serve The ArtsCenter project. This finding is based on information provided by the applicant regarding the alternative modes of transportation to get to and from The ArtsCenter.

Bike Parking

Section 15-291 of the Land Use Ordinance regulates the necessary bike parking but does not include a mandatory bike parking requirement for the proposed use. The applicant is proposing to install a total of four (4) bike racks that will hold eight (8) bikes total and these racks will be installed in the front portion of the proposed building along Jones Ferry Road.

Loading and Unloading Area

The proposed building will have a loading/unloading area in the rear portion of the building. There will be a turnaround area in the southeastern portion of the parking lot in order for trucks to turn in and out- this turn around area will also assist refuge and recycling trucks since the refuge/recycling area is adjacent to the loading dock or the rear portion of the building.

Sidewalk

The existing five (5) foot sidewalk to the east of the proposed new driveway will remain and a new ten (10) foot sidewalk will be installed to the west of the new driveway. This ten (10) foot sidewalk will connect to the existing five (5) foot wide sidewalk at 101 Barnes Street. The new ten (10) foot sidewalk will lead to a concrete entry plaza for the proposed new building.

NCDOT

NCDOT will need to issue a driveway permit for the project prior to approval of the construction plans. The following customary condition is therefore recommended:

- That NCDOT must issue a driveway permit for the project prior to approval of the construction plans.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to parking, loading/unloading areas and sidewalks subject to the approval of the request for a reduction in parking and receipt of a driveway permit from NCDOT. Staff recommends that Town Council review the request for relief stated above and decide whether to allow the request for parking reduction.

Tree Protection, Screening, Shading and Tree Canopy

Tree Protection

Section 15-316 of the Land Use Ordinance states that every development shall retain all existing trees eighteen (18) inches in diameter or more unless such trees would unreasonably burden the development.

The applicant provided a detailed tree survey for this property and a total thirty-two (32) significant trees will be removed from the lot. The applicant has provided justification (**Attachment C**) for the removal of the thirty-two (32) trees that meet this criteria.

Tree protection and silt type fencing will be installed around the property lines or areas of disturbance prior to any site work beginning and will be inspected throughout the construction process to verify compliance.

Screening

The screening requirements for this project are listed below:

- Northern portion of property (along Jones Ferry Road)- requires a Type C screen and a total of four trees will be installed along with other varying shrubbery in

order to meet the screening requirement. The existing vegetation in the northeastern portion of the property will remain in order to meet the Type C screening.

- Southern portion of the property requires a Type A screen- the applicant intends to install four (4) new trees and varying shrubbery along this property line in order to meet the Type A screening requirement.
- Eastern portion of the property requires a Type A screen- the applicant intends to retain the existing vegetation along this property line in order to meet these screening requirements.
- Western property line does not require screening.

Vehicle Accommodation Area Shading

Section 15-318(b) of the LUO requires that 35% of all vehicle accommodation areas be shaded with retained or newly installed trees.

The applicant will be installing eight (8) new trees along the perimeter of the parking lot in order to meet this shading requirement.

Tree Canopy

Section 15-319 of the LUO requires a 30 percent tree canopy for this development- requires a total of 17,711sf of tree canopy and the applicant will be retaining 15,772sf of tree canopy along the eastern property line. An addition ten (10) trees will be installed equaling an addition 7,070sf of tree canopy. The applicant will be exceeding the required tree canopy by 29 percent.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to tree protection, screening, shading of the parking lots and tree canopy requirements.

Stormwater Management and Stream Buffer Variance

Stormwater Management

At the present time, this project is not meeting the stormwater volume requirements of the Land Use Ordinance per Section 15-163(g)(3). The applicant has stated to town staff at a meeting on February 18th, 2021 that they will integrate permeable pavement into the parking lot areas where it will function with the underlying soil types, and that they will submit additional information on February 19 for staff to review. They also have submitted calculations that indicate that the project could comply with Section 15-263(g)(3) if it were to be found to be feasible to include a green roof and infiltrating permeable pavement for the entire parking lot per NCDEQ Minimum Design Criteria. One or more additional conditions may be needed regarding this matter depending on whether the proposed text amendment is approved by Town Council.

At this time, the project as designed includes underground sand filter detention vaults in the southwestern corner of the parking lot- there will be a total of eight (8) vaults that

will be approximately eight feet below grade. The sand filter will then release treated stormwater into a rip rap channel in the southeastern portion of the property adjacent to the stream.

Customary recommended conditions for the permit follow:

- That the applicant shall provide to the Zoning Division, prior to the issuance of the Certificate of Occupancy for the building, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in DXF format and shall include a base map of the whole project and all separate plan sheets. As-built DXF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
- That the developer shall demonstrate compliance with all provisions in LUO Section 15-263.1 Maintenance of Structural BMPs. This shall also follow the most recent Town SCM maintenance protocol, and include but not be limited to a detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for all SCMs, performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting information shall be submitted to the Town Engineer and Stormwater Division for review and approval prior to construction plan approval. Upon approval, the plans shall be recorded and included as part of the owner's actively maintained records.

Stream Buffer Variance

The eastern half of this property is within a regulated stream buffer and the applicant applied for a variance in order to encroach in the Riparian Buffer 1 and 2 on this property. The Board of Adjustment granted the variance for the development to encroach in the Riparian Buffer 1 and 2 at their June 17th, 2020 meeting. Subsequently, town staff and NC DWQ staff have been corresponding regarding whether the encroachment into Buffer Zone 1 requires EMC approval per LUO Section 15-92(k). The preliminary conclusion is that formal EMC approval is not needed, but town staff has not officially received this in writing. With that in mind, the following condition is recommended:

- That per LUO Section 15-92.1 the town shall receive in writing from NC DWQ information confirming that formal EMC approval is not required related to encroachment into the Zone 1 stream buffer or such approval shall be granted by EMC, prior to approval of the construction plans.

CONCLUSION – The project does not meet the requirements related to Section 15-263(g)(3) of the Land Use Ordinance related to stormwater volume. The applicant has provided additional measures (ie. permeable pavement) in order to lower the stormwater volume. A proposed text amendment may affect whether the project complies with the applicable LUO requirements and staff may recommend additional conditions depending on whether the text amendment is approved.

Utilities, Lighting and Refuse Collection

Utilities

All utilities will be placed underground for the proposed development. The applicant has provided written justification from those utilities providers that this development can be served by them (ie Duke Energy).

Lighting

A total of five (5) pole type lights will be installed along the perimeter of the parking lot- these pole lights will be fifteen (15) feet tall and will be LED 50 watt lights. Three (3) additional LED wall mounted lights will be added to the front portion of the building.

Regarding Section 15-242.5(a) of the LUO regulates the light pollution across property lines to .2 footcandles- this development is meeting this requirement with the proposed lighting to be installed.

Refuse Collection

The refuse and recycling enclosure will be located in the southwestern portion of the property and contain roll out type refuse and recycling containers. Per the applicant, a private hauler will service both the refuse and recycling for this development.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to utilities, lighting and refuse collection.

Miscellaneous

Joint Review Meeting

This project went to Joint Review on February 4th, 2021 for review by all the advisory board. Review comments from each board has been combined for ease of review- see **Attachment E**.

Neighborhood Information Meeting

The applicant has not held a formal Neighborhood Meeting for this project subsequent to the CUP application being submitted. A community meeting was held prior to the submittal.

Downtown Vernacular Standards

Section 15-178 of the LUO includes six (6) standards for Downtown Vernacular Standards and at the present time, this project does not meet all of those standards. The Appearance Commission will be meeting February 22nd, 2021 to review the request for relief from the Downtown Vernacular Standards. The outcome of this meeting will be provided prior or at the public hearing.

STAFF RECOMMENDATIONS:

Town staff recommends that the Town Council review the Conditional Use Permit proposal with the following conditions. The CUP worksheet is attached (**Attachment F**):

1. That the Town Council finds that 39 parking spaces are sufficient to serve The ArtsCenter project. This finding is based on information provided by the applicant regarding the alternative modes of transportation to get to and from The ArtsCenter.
2. That NCDOT must issue a driveway permit for the project prior to approval of the construction plans.
3. That the applicant shall provide to the Zoning Division, prior to the issuance of the Certificate of Occupancy for the building, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in DXF format and shall include a base map of the whole project and all separate plan sheets. As-built DXF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
4. That the developer shall include detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for each unit in the development, (including cisterns, bioretention areas, swales, check dams, and irrigation pond), performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting documentation shall be submitted to Town engineer and Stormwater Utility Manager for approval prior to construction plan approval. Upon approval, the plans shall be included in the homeowners' association documentation.
5. That per LUO Section 15-92.1 the town shall receive in writing from NC DWQ information confirming that formal EMC approval is not required related to encroachment into the Zone 1 stream buffer or such approval shall be granted by EMC, prior to approval of the construction plans.



The ArtsCenter

CARRBORO, NORTH CAROLINA

Conditional Use Permit

APPLICANT/
CONTRACT PURCHASER: THE ARTSCENTER
300 G.E. MAIN ST.
CARRBORO, NC 27510
919.929.2787

LANDSCAPE ARCHITECT: JEREMY ANDERSON R.L.A.
COULTER, JEWELL, THAMES PA
111 WEST MAIN ST.
DURHAM, NC, 27701
(919) 682.0368
JANDERSON@CJT.PA.COM

CIVIL ENGINEER: PRESTON ROYSTER, PE
COULTER, JEWELL, THAMES PA
111 WEST MAIN ST.
DURHAM, NC, 27701
(919) 682.0368
PROYSTER@CJT.PA.COM

ARCHITECT: EVOKE STUDIO
401 FOSTER STREET, SUITE B1
DURHAM, NC, 27701
(919) 495.6059
TERI@EVOKESTUDIO.COM

PROPERTY DATA

PARCEL 1
ZONING: M1 LIGHT MANUFACTURING
ACREAGE: 1.36 ACRES / 59,037.50 SF
PIN: 9778656581
ADDRESS: 303 JONES FERRY ROAD

PROJECT DATA

ZONING: M1
TOTAL SITE AREA: 59,038 SF / 1.355 AC
AREA OF DISTURBANCE: 36,881 SF / 0.847 AC
SITE AREA IN 100 YEAR FLOOD PLAIN: 0 AC; FEMA MAP# 3710977800K, EFFECTIVE NOVEMBER 17, 2017
AREA WITHIN WETLANDS: 0 AC
AREA WITHIN STREAM BUFFERS: 0.728 AC
BUILDING SETBACKS:
FRONT/STREET: REQUIRED: 16' PROPOSED: 30'
FROM C/L: 30' 47'
SIDE: MIN. 0' (PER ZONING) 5'
BUILDING DATA:
EXISTING BUILDINGS: 0 / 0 SF
PROPOSED BUILDINGS: 12,600 SF (2-STORY)
HEIGHT: 34' (2 STORY)
LAND USE:
EXISTING: VACANT / WOODED
PROPOSED: 5.320 (ARTS CENTER)
LANDSCAPE SCREENING:
REQUIRED: RE: SD-7.0
VEHICULAR PARKING:
REQUIRED: 1 SPACE PER 300 SF GROSS FLOOR AREA
USE 5.320 (ARTS CENTER) 39 (11,619 SF ARTSCENTER @ 1/300 SF)
+ 0 (981 SF UTILITY / STORAGE @ 0)
= 39 SPACES REQUIRED
PROPOSED: 39 SPACES (INCLUDING 2 ADA)
BICYCLE PARKING:
REQUIRED: N/A PER ARTICLE XVIII, TABLE OF BICYCLE PARKING STANDARDS
USE 5.320 (ARTS CENTER)
PROPOSED: 8 SPACES (4 RACKS)
IMPERVIOUS SURFACE:
EXISTING: 0 sf (0 ac) = 0%
PROPOSED: 27,574 sf (0.63 ac) = 46.7%
PHASING: SINGLE PHASE

TOWN OF CARRBORO NOTES

- PRIOR TO ISSUANCE OF A ZONING COMPLIANCE PERMIT THE APPLICANT SPECIFICALLY PROVIDE FOR CORRUGATED CARDBOARD RECYCLING, ADDRESSING COMPLIANCE WITH ORANGE REGIONAL LANDFILL CARDBOARD RECYCLING REQUIREMENTS. ONE DEDICATED DUMPSTER SHALL BE UTILIZED FOR RECYCLABLE CARDBOARD. WITHOUT PROVISION OF ONSITE CARDBOARD RECYCLING COLLECTION, APPLICANT MUST PROPOSE AN ALTERNATE METHOD OF CARDBOARD RECYCLING
- PRIOR TO ANY DEMOLITION OR CONSTRUCTION ACTIVITY ON THE SITE THE APPLICANT WILL HOLD A DECONSTRUCTION ASSESSMENT CONFERENCE WITH THE COUNTY'S SOLID WASTE STAFF (JEFF SCOUTEN OR MATT TAYLOR AT 919.968.2788) CONCERNING BUILDINGS TO BE REMOVED FROM THIS SITE.
- BY ORANGE COUNTY ORDINANCE, CLEAN WOOD WASTE, SCRAP METAL AND CORRUGATED CARDBOARD, ALL PRESENT IN CONSTRUCTION WASTE, MUST BE RECYCLED.
- BY ORANGE COUNTY ORDINANCE, ALL HAULERS OF CONSTRUCTION WASTE MUST BE PROPERLY LICENSED.
- PRIOR TO ANY DEMOLITION OR CONSTRUCTION ACTIVITY ON THE SITE THE APPLICANT WILL HOLD A PREDEMOLITION / PRECONSTRUCTION CONFERENCE WITH THE COUNTY'S SOLID WASTE STAFF. THIS MAY BE THE SAME MEETING HELD WITH OTHER DEVELOPMENT OFFICIALS.
- DEVELOPER/OWNER IS REQUIRED TO SCHEDULE AND COORDINATE AN ONSITE PRECONSTRUCTION MEETING PRIOR TO SITE DISTURBANCE WITH REPRESENTATIVES OF ALL APPROVING APPLICABLE AGENCIES.
- DEVELOPER/OWNER/CONTRACTOR IS REQUIRED TO CONSTRUCT AND MAINTAIN A CONSTRUCTION ENTRANCE FOR THE PROJECT SITE IN ACCORDANCE WITH ORANGE COUNTY EROSION CONTROL STANDARDS FOR CONSTRUCTION ENTRANCES. ALL MUD, STONE OR OTHER DEBRIS DEPOSITED UPON THE ADJOINING ROADWAY SURFACES SHALL BE REMOVED PROMPTLY. MECHANICAL SWEEPING OR WASHING MAY BE REQUIRED.
- DEVELOPER/OWNER/CONTRACTOR SHALL INSTALL AND MAINTAIN APPLICABLE WORK ZONE SIGNAGE IN ACCORDANCE WITH NCDOT STANDARDS FOR ALL ADJOINING PUBLIC STREET CONNECTIONS OR ACTIVITIES WITHIN A PUBLIC RIGHTOFWAY. SIGNAGE SHALL BE MOUNTED AND SECURED ON SIGNPOST UNLESS THE WORK REQUIRES THE USE OF TEMPORARY SIGNAGE THAT IS REMOVED DAILY. ALL SIDEWALKS SHALL REMAIN OPEN WHEN POSSIBLE. ANY SIDEWALK CLOSURES WILL REQUIRE A PEDESTRIAN DETOUR PLAN TO BE SUBMITTED TO NCDOT AND CARRBORO PUBLIC WORKS FOR APPROVAL.
- ALL CONSTRUCTION VEHICLES, EQUIPMENT AND RELATED MATERIALS CANNOT BE PLACED, STORED AND/OR KEPT WITHIN ANY PORTION OF THE PUBLIC RIGHT OF WAY AT ANY TIME. ALL ONSITE MATERIALS SHALL BE SECURED AND CONFINED TO THE LOT UNDER CONSTRUCTION.
- ADD NOTE FOR FINAL PLAT: "NO PLANTINGS EXCEEDING A MATURE HEIGHT OF 30 INCHES, SHEDS, FENCES OR BUILDING STRUCTURES OR MODIFICATION OR ALTERATION OF THE DRAINAGE SYSTEM OR EASEMENT IS NOT PERMITTED WITHOUT APPROVAL FROM THE TOWN OF CARRBORO ZONING DIVISION."
- ALL INSTALLED Bmps MUST BE CERTIFIED BY THE ENGINEER OF RECORD AS CONSTRUCTED PER THE APPROVED CONSTRUCTION PLANS PRIOR TO THE ISSUANCE OF THE CERTIFICATE OF OCCUPANCY. ASBUILT CONSTRUCTION PLANS WILL BE SUBMITTED TO THE TOWN.
- AUTOMATIC FIRE SUPPRESSION AND FIRE ALARM INSTALLATION PERMITS REQUIRED.
- PROVIDE AND MOUNT "KNOX BOX" KEY SAFE, 3200 SERIES WITH HINGED LID, NO HIGHER THAN 5 FEET FROM GRADE. EXACT LOCATION TO BE COORDINATED WITH FIRE MARSHAL PRIOR TO INSTALLATION. MASTER KEY(S), KEY CARDS AND ELEVATOR KEYS (FD OPERATION AND DOOR) REQUIRED AT FINAL.
- SUBMITTAL OF THE TRAFFIC CONTROL PLAN FOR PEDESTRIAN AND BICYCLIST SHALL BE SUBMITTED AT THE CONSTRUCTION PLAN REVIEW STAGE. THE MUTCD(MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES) SHALL BE THE REFERENCED FOR DESIGNING THE WORK ZONE AND REROUTING OF PEDESTRIANS AND BICYCLIST. REFERENCE: MUTCD TRAFFIC CONTROL FOR WORK ZONES; CHAPTER 6D.01 TRAFFIC CONTROL FOR PEDESTRIANS AND WORKERS AND CHAPTER 9 TRAFFIC CONTROL FOR BICYCLIST.
- PER SECTION 15-263(j), IF AT ANY TIME PRIOR TO TWO YEARS AFTER THE DATE THAT THE TOWN CONCLUDES THAT A STORMWATER MANAGEMENT SYSTEM (OR ANY COMPONENT THEREOF) HAS BEEN CONSTRUCTED IN ACCORDANCE WITH APPROVED PLANS, THE TOWN DETERMINES THAT THE STORMWATER MANAGEMENT SYSTEM (OR ANY COMPONENT THEREOF) INSTALLED TO MEET THE REQUIREMENTS OF THIS SECTION DOES NOT ACHIEVE THAT OBJECTIVE, THE TOWN MAY REQUIRE THE SUBMISSION OF REVISED PLANS AND THE INSTALLATION OF NEW, ALTERED, OR ADDITIONAL FACILITIES TO BRING THE DEVELOPMENT INTO COMPLIANCE. PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY OR APPROVAL OF A FINAL PLAT, THE TOWN MAY REQUIRE THE APPLICANT TO POST A PERFORMANCE BOND OR OTHER SUFFICIENT SURETY TO GUARANTEE COMPLIANCE WITH THIS SECTION.

EROSION CONTROL NOTES

- IF MORE THAN 20,000 SQ. FT. IS DISTURBED, A SEDIMENTATION AND EROSION CONTROL PLAN MUST BE SUBMITTED AND APPROVED PRIOR TO THE ISSUANCE OF A EROSION CONTROL PERMIT.
- IF AN OFFSITE SOIL SPOIL OR BORROW SITE IS UTILIZED, THEN THE DISTURBED AREA FOR THE SPOIL/BORROW SITE MUST BE INCLUDED IN THE LAND-DISTURBANCE PLAN AND PERMIT UNLESS THE SPOIL/BORROW SITE ALREADY HAS A LAND-DISTURBANCE PERMIT.
- CLEARLY INDICATED LIMITS OF DISTURBANCE ARE SHOWN ON THE GRADING PLAN.

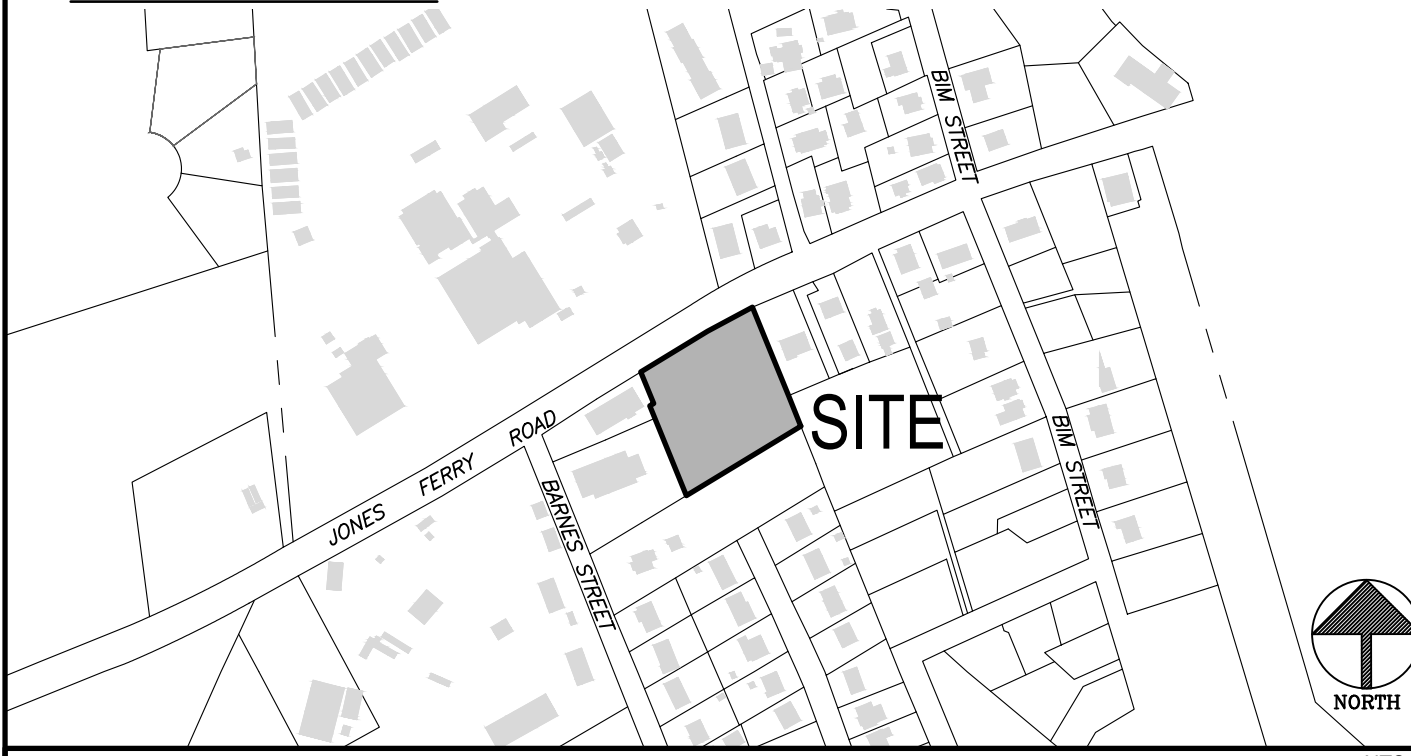
RESOURCE ORDINANCE COMPLIANCE

FLOODPLAIN PROTECTION: NO FLOODPLAIN AS PER FEMA MAP# 3710977800 K (NOVEMBER 17, 2017)
STEEP SLOPE PROTECTION: THERE ARE NO STEEP SLOPES ON THIS SITE.
WETLANDS PROTECTION: THERE ARE NO KNOWN WETLANDS ON THIS SITE.
STREAM BUFFERS: ZONE 1 STREAM BUFFER, ZONE 2 STREAM BUFFER

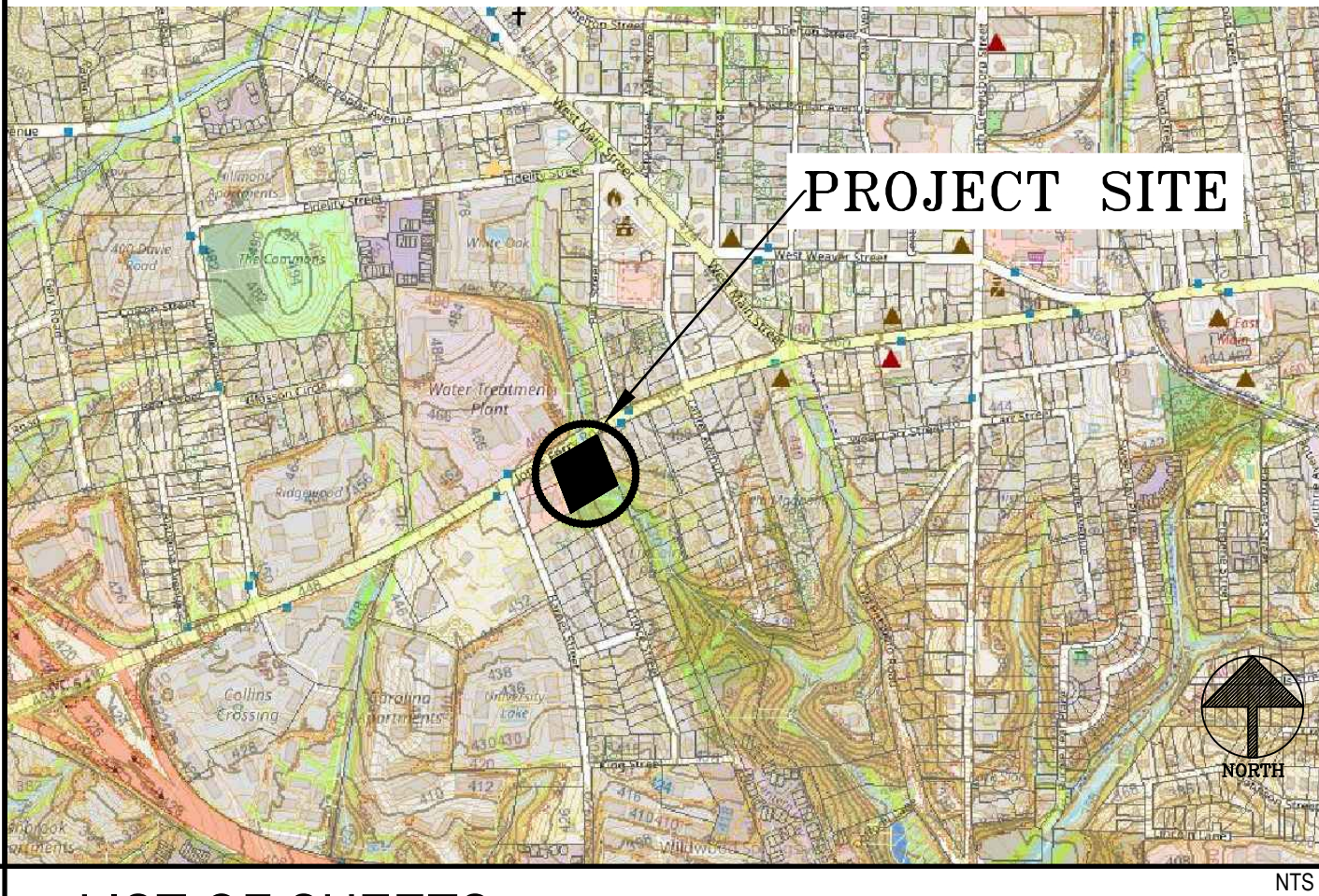
GENERAL NOTES

- TOPOGRAPHIC AND PROPERTY INFORMATION BASED ON SURVEY BY FREEHOLD LAND SURVEYS, INC., DATED MAY 2, 2016.
- THIS PROJECT IS SERVED BY EXISTING OWASA PUBLIC WATER AND SEWER.
- AN ALL WEATHER TRAVEL SURFACE MUST BE IN PLACE PRIOR TO RECEIVING A BUILDING PERMIT.
- FIRE LANE STRIPING WILL BE COORDINATED WITH THE CARRBORO FIRE MARSHAL PRIOR TO ISSUANCE OF A CO PER CHAPTER 12 OF THE CARRBORO TOWN CODE.
- THE APPLICANT SHALL PROVIDE TO THE ZONING DIVISION, PRIOR TO THE RELEASE OF THE **CERTIFICATE OF OCCUPANCY** FOR THE PROJECT OR BEFORE THE RELEASE OF A BOND IF SOME FEATURES ARE NOT YET IN PLACE AT THE TIME OF THE **CERTIFICATE OF OCCUPANCY**, MYLAR AND DIGITAL ASBUILTS FOR THE STORMWATER FEATURES OF THE PROJECT. DIGITAL ASBUILTS SHALL BE IN DXF FORMAT AND SHALL INCLUDE A BASE MAP OF THE WHOLE PROJECT AND ALL SEPARATE PLAN SHEETS. ASBUILT DXF FILES SHALL INCLUDE ALL LAYERS OR TABLES CONTAINING STORM DRAINAGE FEATURES. STORM DRAINAGE FEATURES SHALL BE CLEARLY DELINEATED IN A DATA TABLE. THE DATA WILL BE TIED TO HORIZONTAL CONTROLS.
- OPERATIONS AND USES ALLOWED BY THIS PROJECT WILL BE PERFORMED IN COMPLIANCE WITH THE "GOOD NEIGHBOR" STANDARDS CONTAINED IN ARTICLE XI, SECTIONS 15161 THROUGH 15169 OF THE TOWN OF CARRBORO LAND USE ORDINANCE.
- THE APPLICABLE CODE FOR THIS BUILDING IS THE 2012 NORTH CAROLINA FIRE CODE (NCFI), OR THE MOST CURRENT EDITION IN EFFECT AT THE TIME OF CONSTRUCTION. THE INTERNATIONAL FIRE CODE (IFC) WITH NORTH CAROLINA AMENDMENTS.
- THE APPLICANT WAIVES PUBLIC RECYCLING COLLECTION BY ORANGE COUNTY AND OPTS TO CONTRACT WITH A PRIVATE VENDOR (GFL ENVIRONMENTAL) TO COLLECT BOTH RECYCLING AND SOLID WASTE FOR THIS FACILITY. SAID VENDOR WILL HAVE REVIEWED THE PLANS AND PROVIDED A "WILL SERVE" LETTER TO OCSW PRIOR TO FINAL PLAN APPROVAL STATING THAT THEY CAN AND WILL SERVICE THIS FACILITY IN THE MANNER DEPICTED ON THIS PLAN.
- STORM DRAINAGE SYSTEM IS PRIVATE AND WILL BE MAINTAINED BY THE OWNER.
- ALL MULCH PILES SHALL MEET THE FOLLOWING REQUIREMENTS - NO MORE THAN 8 FT. IN HEIGHT, NO LARGER THAN 20 FT. IN DIAMETER AND SPACED 50 FT. BETWEEN EACH PILE.
- A BLASTING PERMIT SHALL BE REQUIRED FOR ANY BLASTING.
- THERE SHALL BE NO BURNING ON SITE.
- PUBLIC RECYCLING WAIVER:
A. APPLICANT ELECTS TO PROVIDE RECYCLING SERVICES TO RESIDENTS/TENANTS OF THIS PROPERTY IN LIEU OF BUILDING A RECYCLING STATION CONSTRUCTED TO ORANGE COUNTY SPECIFICATIONS. THE SITE WILL NOT RECEIVE PUBLIC RECYCLING COLLECTION NOW OR IN THE FUTURE UNLESS SUCH A RECYCLING STATION IS CONSTRUCTED OR CONTINGENCY FOR SUCH A STATION IS INCLUDED ON THE DEVELOPMENT PLANS.
B. APPLICANT MUST REQUIRE AT LEAST THE SAME LEVEL OF SERVICE (CURRENT OR FUTURE) TO ITS RESIDENTS AS THAT PROVIDED BY ORANGE COUNTY.
C. COUNTY FEES FOR RECYCLING AND WASTE MANAGEMENT ASSOCIATED WITH THIS PROJECT/PROPERTY WILL NOT BE WAIVED.
D. APPLICANT AGREES TO ENTER INTO A SERVICE AGREEMENT WITH A PRIVATE SOLID WASTE/RECYCLING COLLECTION CONTRACTOR THAT IS ACCEPTABLE TO ORANGE COUNTY. FURTHER, THE AGREEMENT SHALL PROVIDE FOR THE COLLECTION AND RECYCLING OF CORRUGATED CARDBOARD IN ADDITION TO THE OTHER CO-MINGLED RECYCLABLES AND A "WILL SERVE" LETTER SHALL BE PROVIDED TO AND APPROVED BY ORANGE COUNTY PRIOR TO APPROVAL OF FINAL CONSTRUCTION PLANS FOR THE PROPERTY/PROJECT.

VICINITY MAP



CONTEXT MAP



LIST OF SHEETS

SD-0.0 COVER
SD-0.1 NOTIFICATION MAP
SITE SURVEY
SD-1.0 EXISTING CONDITIONS
SD-2.0 SITE PLAN
SD-3.0 GRADING AND DRAINAGE PLAN
SD-4.0 EROSION CONTROL PLAN
SD-5.0 UTILITY PLAN
SD-6.0 LIGHTING PLAN
SD-7.0 LANDSCAPE PLAN
SD-8.0 DETAILS
A201 ARCHITECTURAL ELEVATIONS
A202 ARCHITECTURAL ELEVATIONS

APPROVAL STAMPS

ENGINEERING . PLANNING . LANDSCAPE ARCHITECTURE

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ARCHITECTS LIC # C-104



Project

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Always Inspiring.

303 Jones Ferry Road
Carrboro, NC

P.I.N. 9778656581

Job Number	1934
Drawn	JSA, JCU, MTC
Checked	JSA, PBR
Date	6/1/2020
Revisions	11/2/2020 TOWN COMMENTS 01/29/2021 JAB

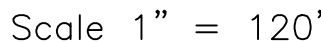
CONDITIONAL USE
PERMIT
PLANS NOT ISSUED
FOR CONSTRUCTION
PLANS NOT FOR
BIDDING PURPOSES

Sheet Title

**COVER
SHEET**

Sheet Number

SD-0.0


$$1'' = 120' - 0''$$


existing conditions / demolition notes

1. ENSURE ALL EROSION CONTROL MEASURES ARE IN PLACE AND IN WORKING ORDER PRIOR TO THE START OF ANY DEMOLITION AND CONSTRUCTION.
2. SEE SITE PLAN SHEET SD-2.0 FOR LAYOUT DIMENSIONS OF EXTENT OF DEMOLISHED AREAS. PAVED AREAS NOT INDICATED TO BE DEMOLISHED, ARE TO REMAIN. ALL CONCRETE SAW CUTS ARE TO BE CLEAN, STRAIGHT AND NEAT.
3. UTILITIES: SEE UTILITY PLANS. CONTRACTOR TO COORDINATE WITH UTILITY COMPANIES FOR LOCATION, REMOVAL AND RELOCATION OF ANY UTILITIES. CONTRACTOR RESPONSIBLE FOR DETERMINING EXTENT AND LOCATION OF UTILITIES. THIS MAY INCLUDE CONTACTING "NO-CUTS" TO HELP LOCATE SOME UTILITIES.
4. CONTRACTOR TO ADJUST ALL MANHOLES, VALVES, JUNCTION BOXES, CATCH BASINS, CLEAN-OUTS, ETC., AS NECESSARY TO ACCOMMODATE NEW LAYOUT AND GRADES.
5. CONTRACTOR RESPONSIBLE FOR OBTAINING ANY PERMITS FOR WORK IN THE NCDOT RIGHT OF WAY. ANY DAMAGED INFRASTRUCTURE IN THE RIGHT OF WAY CAUSED BY CONSTRUCTION ACTIVITIES MUST BE REPAIRED TO NCDOT STANDARDS. THIS INCLUDES, BUT IS NOT LIMITED TO UTILITIES, SIDEWALKS, CURB AND GUTTER, ASPHALT.
6. CONTRACTOR RESPONSIBLE FOR REMOVING EVERYTHING WITHIN THE LIMITS OF DISTURBANCE AND OFF-SITE WORK ZONE INCLUDING TREES, STUMPS, TRASH, FENCING, OR BUILDING MATERIALS.
7. CONTRACTOR TO USE CAUTION WORKING AROUND AND NEAR EXISTING STORM, WATER AND SEWER. CONTRACTOR RESPONSIBLE FOR DAMAGE TO EXISTING UTILITIES.
8. ALL PAVEMENT PATCHING SHALL BE PERFORMED PER NCDOT SPECIFICATIONS AND STANDARDS, AS APPLICABLE.

construction waste

1. ALL EXISTING STRUCTURES 500 SQUARE FEET AND LARGER SHALL BE ASSESSED PRIOR TO THE ISSUANCE OF A DEMOLITION PERMIT TO ENSURE COMPLIANCE WITH THE COUNTY'S REGULATED RECYCLABLE MATERIALS ORDINANCE (RRMO) AND TO ASSESS THE POTENTIAL FOR DECONSTRUCTION AND/OR THE REUSE OF SALVAGEABLE MATERIALS. CONTACT THE ORANGE COUNTY SOLID WASTE ENFORCEMENT OFFICER AT 919-988-2788 TO ARRANGE FOR THE ASSESSMENT.
2. PURSUANT TO THE COUNTY'S RRMO, CLEAN WOOD WASTE, SCRAP METAL, AND CORRUGATED CARDBOARD PRESENT IN CONSTRUCTION OR DEMOLITION WASTE MUST BE RECYCLED.
3. PURSUANT TO THE COUNTY'S RRMO, ALL HAULERS OF MIXED CONSTRUCTION AND DEMOLITION WASTE WHICH INCLUDES ANY REGULATED RECYCLABLE MATERIALS SHALL BE LICENSED BY ORANGE COUNTY.
4. PRIOR TO ANY DEMOLITION OR CONSTRUCTION ACTIVITY ON THE SITE, THE APPLICANT SHALL HOLD A PRE-DEMOLITION/PRE-CONSTRUCTION CONFERENCE WITH SOLID WASTE STAFF. THIS MAY BE THE SAME PRE-CONSTRUCTION MEETING HELD WITH OTHER DEVELOPMENT/ENFORCEMENT OFFICIALS.





grading & storm drainage notes

GRADING NOTES:

- ALL DIMENSIONS AND GRADES SHOWN ON THE PLANS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE OWNER IF ANY DISCREPANCIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR ANY WORK DONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE TOWN OF CARRBORO STANDARDS AND SPECIFICATIONS.
- CONTRACTOR SHALL NOTIFY "NORTH CAROLINA ONE CALL" (1-800-632-4949) AT LEAST 48 HOURS PRIOR TO BEGINNING CONSTRUCTION OR EXCAVATION TO HAVE EXISTING UTILITIES LOCATED. CONTRACTOR TO CONTACT ANY LOCAL UTILITIES THAT PROVIDE THEIR OWN LOCATOR SERVICES INDEPENDENT OF "NORTH CAROLINA ONE CALL."
- PRIOR TO BEGINNING ANY DISTURBANCE, THE GENERAL CONTRACTOR SHALL SCHEDULE AND ATTEND A PRECONSTRUCTION CONFERENCE WITH THE TOWN OF CARRBORO PLANNING DEPARTMENT (919) 918-7324, AND A REPRESENTATIVE OF THE OWNER.
- CONSTRUCTION, MAINTENANCE AND REMOVAL OF ALL EROSION CONTROL DEVICES ARE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
- EXISTING UTILITIES AND STRUCTURES SHOWN, BOTH UNDERGROUND AND ABOVE GROUND, ARE BASED ON A FIELD SURVEY AND THE BEST AVAILABLE RECORD DRAWINGS. THE CONTRACTOR SHALL VERIFY FIELD CONDITIONS PRIOR TO BEGINNING RELATED CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED TO THE OWNER'S REPRESENTATIVE IMMEDIATELY.
- SOIL UNDER BUILDING PAD, PAVED AREAS AND WITHIN SLOPES GREATER THAN 3:1 (H:V) SHALL BE APPROVED, PLACED AND COMPACTED AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER. THESE SOILS SHALL BE COMPACTED AS SPECIFIED UNLESS OTHERWISE RECOMMENDED BY THE GEOTECHNICAL ENGINEER. ANY UNDERCUT OF SOILS IN THESE AREAS SHALL BE APPROVED BY THE GEOTECHNICAL ENGINEER & OWNER. THE UNDERCUT SOILS SHALL ALSO QUANTIFIED BY THE GEOTECHNICAL ENGINEER.
- ALL BANKS, SWALES AND FILL SLOPES SHALL BE NO STEEPER THAN 2.5:1 MAXIMUM. CUT SLOPES SHALL BE NO STEEPER THAN 2:1.
- ALL GRADING MUST PRODUCE SURFACE DRAINAGE ADEQUATE TO PREVENT STANDING WATER OR WET LAWN AREAS, AND TO ENSURE THAT ALL STORM WATER FLOWS TO INLETS OR OTHER POINTS OF DISCHARGE.
- ALL SIDEWALKS SHALL BE CONSTRUCTED WITH A MAXIMUM 1.8% CROSS SLOPE IN THE DIRECTION SHOWN ON THE PLAN.
- CONNECT ALL ROOF LEADERS AND DOWNSPOUTS TO STORM DRAINAGE SYSTEM WITH PVC PIPE. SEE ARCHITECTURAL PLANS FOR LOCATIONS.
- ALL PERMANENT SLOPES INCLUDING MAIN POND OF SCM WILL BE CONSTRUCTED AT NO STEEPER THAN 3:1. SLOPES OF SCM FORBAY SHALL BE 2:1

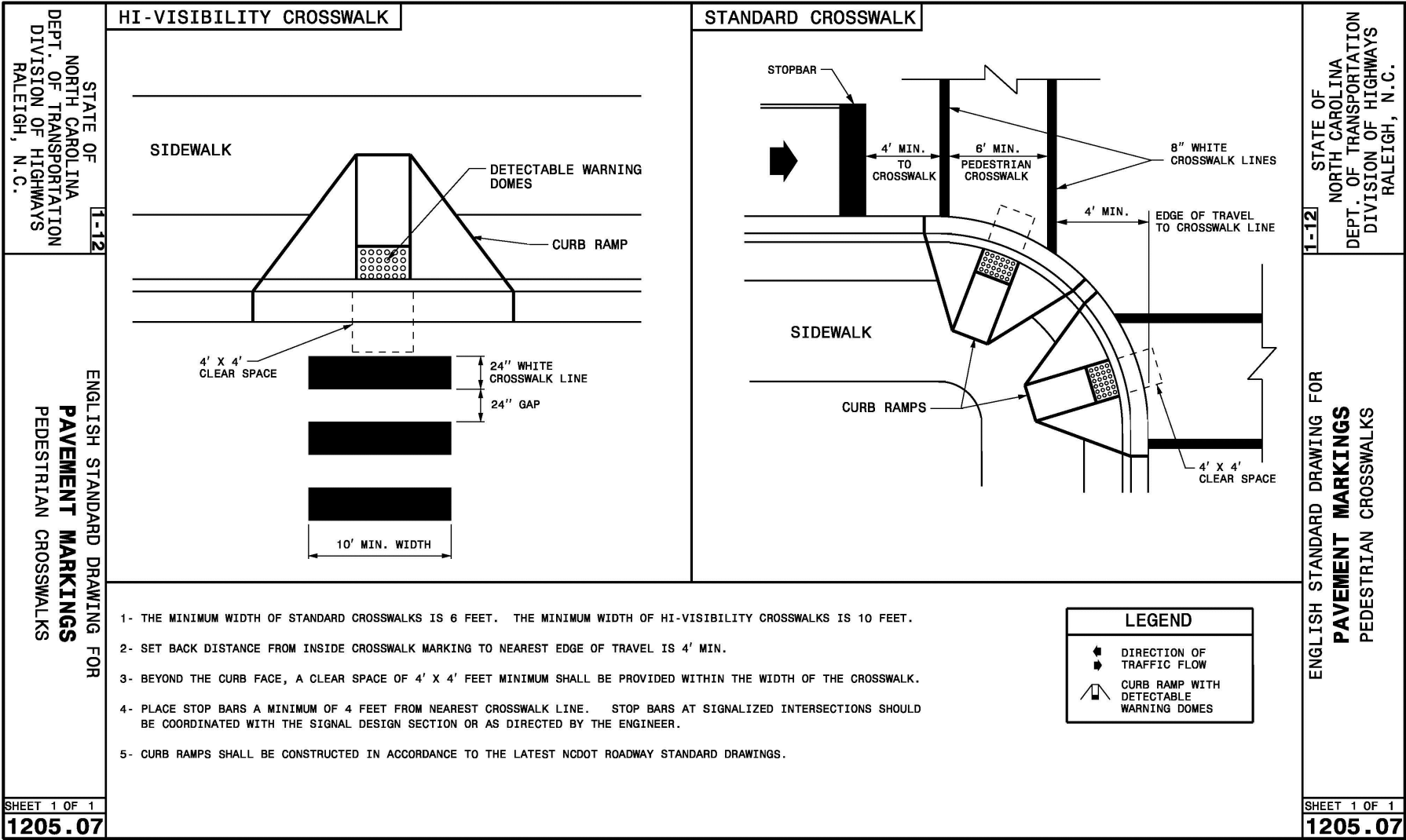
STORM DRAINAGE NOTES:

- ALL STORM DRAINAGE PIPES SHOWN ARE TO BE CLASS III REINFORCED CONCRETE (RCP) UNLESS NOTED OTHERWISE.
- ALL STORM DRAINAGE CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE TOWN OF CARRBORO AND NCDOT STANDARDS.
- ALL CONCRETE SHALL MEET A MINIMUM 3000 PSI COMPRESSIVE STRENGTH.
- ALL PIPE IN STORM DRAIN STRUCTURES SHALL BE STRUCK EVEN WITH INSIDE WALL.
- ALL PIPE JOINTS SHALL BE MADE WITH PREFORMED JOINT SEALER, WHICH CONFORMS TO AASHTO SPECIFICATION M-198 FOR TYPE B FLEXIBLE PLASTIC GASKETS UNLESS OTHERWISE NOTED.
- THE INTERIOR SURFACES OF ALL STORM DRAINAGE STRUCTURES SHALL BE POINTED UP AND SMOOTHED TO AN ACCEPTABLE STANDARD USING MORTAR MIXED TO MANUFACTURER'S SPECIFICATIONS.
- ALL BACKFILL SHALL BE NON-PLASTIC IN NATURE, FREE FROM ROOTS, VEGETATION MATTER, WASTE CONSTRUCTION MATERIAL OR OTHER OBJECTIONABLE MATERIAL. SAID MATERIAL SHALL BE CAPABLE OF BEING COMPACTED BY MECHANICAL MEANS AND SHALL HAVE NO TENDENCY TO FLOW OR BEHAVE IN A PLASTIC MANNER UNDER THE TAMPING BLOWS OR PROOF ROLLING.
- MATERIALS DEEMED BY THE OWNER'S REPRESENTATIVE AS UNSUITABLE FOR BACKFILL PURPOSES SHALL BE REMOVED AND REPLACED WITH SUITABLE MATERIAL.
- BACKFILLING OF TRENCHES SHALL BE ACCOMPLISHED IMMEDIATELY AFTER PIPE IS LAID. THE FILL AROUND THE PIPE SHALL BE THOROUGHLY COMPACTED TO 95% OF THE MAXIMUM DRY DENSITY OBTAINABLE WITH THE STANDARD PROCTOR TEST. THE TOP EIGHT (8) INCHES SHALL BE COMPACTED TO 100% STANDARD PROCTOR.
- UNDER NO CIRCUMSTANCES SHALL WATER BE ALLOWED TO RISE IN UNBACKFILLED TRENCHES AFTER PIPE HAS BEEN PLACED.
- SEE THE COVER SHEET FOR NOTES REGARDING IMPERVIOUS SURFACE.

ADA route notes applies to all sheets

FOR ALL SIDEWALKS THE FOLLOWING APPLIES:

- SIDEWALK SLOPES TO BE A MAXIMUM 4.8%.
- SIDEWALK CROSS SLOPES TO BE A MAXIMUM 1.8%.
- MINIMUM 1' SHOULDER AT MAXIMUM 2% SLOPE ADJACENT TO ADA PAVED ROUTES UNLESS A HANDRAIL IS CALLED OUT.
- ADA PARKING TO BE A MAXIMUM 1.8% SLOPE IN ANY DIRECTION FOR ENTIRE AREA - PARKING SPACES AND AISLES.
- ALL DOORS EXITING THE BUILDING REQUIRE AN ADA ACCESSIBLE COMPLIANT ROUTE TO A PUBLIC WAY.



2 CROSSWALK
NTS

ALL INSTALLED BMP'S (WATER QUALITY AND DETENTION DEVICES) MUST BE CERTIFIED BY THE ENGINEER OF RECORD AS CONSTRUCTED PER THE APPROVED CONSTRUCTION PLANS PRIOR TO THE ISSUANCE OF THE CERTIFICATE OF OCCUPANCY AND THAT AS-BUILT CONSTRUCTION PLANS WILL BE SUBMITTED TO THE TOWN.

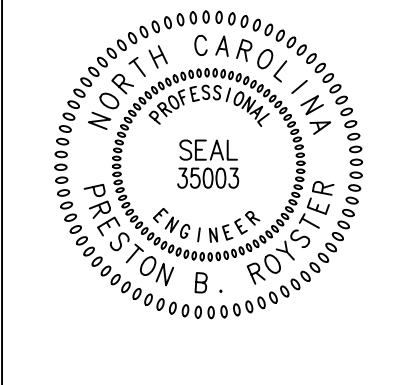
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Project



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Carrboro, NC

P.I.N. 9778656581

Job Number 1934

Drawn	JSA, JCI, MTC
Checked	JSA, PBR
Date	6/1/2020
Revisions	11/2/2020
	TOWN COMMENTS
	01/23/2021
	JAB

CONDITIONAL USE
PERMIT
PLANS NOT ISSUED
FOR CONSTRUCTION
PLANS NOT FOR
BIDDING PURPOSES

Sheet Title

EROSION CONTROL PLAN

Sheet Number

SD-4.0

1. INSTALL SILT FENCE PRIOR TO WORK IN ANY AREA TO PREVENT SILT FROM LEAVING SITE.
2. ALL STORMWATER PIPING SHALL BE PROTECTED FROM FLOW UNTIL STABILIZATION IS ACHIEVED. PROTECTION SHALL BE INSTALLED AT THE END OF CONSTRUCTION EACH WORK DAY AND AT ANY TIME RAIN EVENTS CAUSE FLOW INTO OPEN TRENCH, PER DETAILS.
3. ALL STORMWATER STRUCTURES SHALL BE PROTECTED FROM INFLOW UNTIL STABILIZATION IS ACHIEVED USING EITHER STAKED HARDWARE CLOTH OR SILT SACKS, PER DETAILS.
4. CONSTRUCTION ENTRANCES SHOWN ARE IN SUGGESTED LOCATIONS. CONSTRUCTION ENTRANCES SHALL BE INSTALLED AND MAINTAINED SUCH THAT NO CONSTRUCTION TRAFFIC MAY LEAVE THE SITE WITHOUT PASSING OVER THE ENTRANCE DEVICE.
5. NOTIFICATION OF COMBINED SELF-MONITORING AND SELF-INSPECTION FORM:

THE SEDIMENTATION POLLUTION CONTROL ACT WAS AMENDED IN 2006 TO REQUIRE THAT PERSONS RESPONSIBLE FOR LAND-DISTURBING ACTIVITIES INSPECT A PROJECT AFTER EACH PHASE OF THE PROJECT TO MAKE SURE THAT THE APPROVED EROSION CONTROL PLAN IS BEING FOLLOWED. RULES DETAILING THE DOCUMENTATION OF THESE INSPECTIONS TOOK EFFECT OCTOBER 1, 2010.

TO SIMPLIFY DOCUMENTATION OF SELF-INSPECTION REPORTS AND SELF-MONITORING REPORTS, TWO AND DEMUR DEVELOPED A COMBINED FORM. THE SELF-INSPECTION PROGRAM IS SEPARATE FROM THE WEEKLY SELF-MONITORING PROGRAM OF THE NPDES STORMWATER PERMIT FOR CONSTRUCTION ACTIVITIES. THE FOCUS OF THE SELF-INSPECTION REPORT IS THE INSTALLATION AND MAINTENANCE OF EROSION AND SEDIMENTATION CONTROL MEASURES ACCORDING TO THE APPROVED PLAN. THE INSPECTIONS SHOULD BE CONDUCTED AFTER EACH PHASE OF THE PROJECT, AND CONTINUED UNTIL PERMANENT GROUND COVER IS ESTABLISHED. THE FORM CAN BE ACCESSED AT: [HTTP://PORTAL.NCDENR.ORG/WEB/R/EROSION](http://portal.ncdenr.org/web/r/erosion)

IF YOU HAVE QUESTIONS OR CANNOT ACCESS THE FORM, PLEASE CONTACT THE RALEIGH REGIONAL OFFICE AT (919) 791-4200.

2/SD-40 EROSION CONTROL NOTES

PRE-CONSTRUCTION

1. VERIFY THAT ALL APPROVALS AND PERMITS NECESSARY TO BEGIN AND COMPLETE THE PROJECT ARE IN HAND. APPROVAL AND PERMITS MUST BE OBTAINED PRIOR TO DISTURBANCE SO THAT WORK WILL NOT BE INTERRUPTED OR DELAYED DUE TO THE LACK OF APPROVED PLANS.
2. SCHEDULE AND HOLD A PRECONSTRUCTION CONFERENCE BEFORE STARTING DEMOLITION, CLEARING OR GRADING WITH THE OWNER, CONTRACTOR RESPONSIBLE FOR GRADING AND EROSION CONTROL, PERSON RESPONSIBLE FOR SUPERVISING IMPLEMENTATION OF THE EROSION CONTROL PLAN, AND THE ORANGE COUNTY EROSION CONTROL INSPECTOR.
3. INSTALL A RURAL TYPE MAILBOX ON THE SITE TO HOLD A COPY OF THE APPROVED EROSION CONTROL PLAN AND TO PROVIDE A PLACE FOR THE INSPECTOR(S) TO LEAVE INSPECTION REPORTS, COMPLIANCE NOTICES, ETC. PLACE THE MAILBOX IN A CONVENIENT LOCATION, SUCH AS AT THE ENTRANCE TO THE SITE OR NEXT TO THE CONSTRUCTION TRAILER. EROSION CONTROL PERSONNEL WILL LEAVE CORRESPONDENCE IN THE BOX AND RAISE THE RED FLAG IF PERSONNEL RESPONSIBLE FOR EROSION CONTROL CANNOT BE LOCATED ON THE SITE. SITE PERSONNEL SHOULD CHECK THE BOX DAILY.

CONSTRUCTION

4. INSTALL GRAVEL CONSTRUCTION ENTRANCE.
5. INSTALL SILT FENCE. CLEAR AND DEMO AREAS SHOWN INSIDE OF THE LIMITS OF DISTURBANCE AS NECESSARY TO BEGIN CONSTRUCTION. LIMIT DISTURBANCE TO AREAS NECESSARY FOR CONSTRUCTION ACTIVITIES AT THAT TIME. STABILIZE DISTURBED AREAS AS SOON AS POSSIBLE.
6. CONSTRUCT NEW STORM DRAINAGE. INSTALL INLET PROTECTION AROUND NEW INLETS IMMEDIATELY AFTER CONSTRUCTION. SEAL ALL JUNCTION BOXES FROM STORMWATER INTAKE FROM SURFACE.
7. MINIMIZE THE AMOUNT OF AREA DISTURBED AT ANY ONE TIME.
8. IF IT IS DETERMINED DURING THE COURSE OF CONSTRUCTION THAT SIGNIFICANT SEDIMENT IS LEAVING THE SITE DESPITE PROPER IMPLEMENTATION AND MAINTENANCE OF THE APPROVED EROSION CONTROL PLAN, THE PERSON RESPONSIBLE FOR THE LAND DISTURBING ACTIVITY IS OBLIGATED TO TAKE ADDITIONAL PROTECTIVE ACTION.
9. INSPECT AND MAINTAIN THE EROSION CONTROL DEVICES SO THEY CONTINUE TO FUNCTION PROPERLY. REFER TO THE INSTRUCTIONS IN THE EROSION CONTROL PLAN FOR SPECIFIC INSTRUCTIONS FOR EACH DEVICE. THE PERSON RESPONSIBLE FOR EROSION CONTROL IS ALSO RESPONSIBLE FOR TAKING THE INITIATIVE IN INSPECTING AND MAINTAINING THESE DEVICES. DO NOT WAIT FOR EROSION CONTROL PERSONNEL TO POINT OUT THE NEED FOR REPAIRS AND MAINTENANCE. KEEP MUD AND DEBRIS OFF THE PUBLIC STREET AT ALL TIMES. IF MUD OR DEBRIS IS TRACKED FROM THE SITE, USE A SHOVEL AND BROOM TO REMOVE IT IMMEDIATELY. IF MUD AND DEBRIS ARE NOT KEPT OFF THE STREET, ENFORCEMENT ACTION (REVOKING THE GRADING PERMIT AND/OR A STOP WORK ORDER) MAY BE TAKEN!!
11. IN ADDITION TO THE INSPECTIONS BY THE CONTRACTOR THE OWNER, THE FINANCIALLY RESPONSIBLE PARTY, OR THEIR AGENT MUST CONDUCT INSPECTIONS IN ACCORDANCE WITH THE NPDES GENERAL PERMIT AND NCDEQ'S SELF-INSPECTION PROGRAM FOR EROSION AND SEDIMENT CONTROL.
12. PERMANENTLY STABILIZE ALL DISTURBED AREAS. REFER TO SEEDING SCHEDULE FOR TYPES OF STABILIZATION TO BE USED.
13. WHEN CONSTRUCTION IS COMPLETED, REMOVE ALL TEMPORARY EROSION CONTROL DEVICES AFTER THE DRAINAGE AREA ABOVE HAS BEEN SUFFICIENTLY BEEN STABILIZED TO RESTRAIN EROSION. REMOVE AND PROPERLY DISPOSE OF ACCUMULATED SEDIMENT AND THE DEBRIS FROM THE DEVICES, AND STABILIZE THE LOCATION.
14. ARRANGE A FINAL INSPECTION WITH THE EROSION CONTROL INSPECTOR TO CONFIRM THAT ALL REQUIREMENTS OF THE APPROVED EROSION CONTROL PLAN HAVE BEEN COMPLETED.

3/SD-40 CONSTRUCTION SEQUENCE

ALL INSTALLED BMP'S (WATER QUALITY AND DETENTION DEVICES) MUST BE CERTIFIED BY THE ENGINEER OF RECORD AS CONSTRUCTED PER THE APPROVED CONSTRUCTION PLANS PRIOR TO THE ISSUANCE OF THE CERTIFICATE OF OCCUPANCY AND THAT AS-BUILT CONSTRUCTION PLANS WILL BE SUBMITTED TO THE TOWN.

LINE	BEARING	DISTANCE
L1	N 59°19'45" E	8.46'

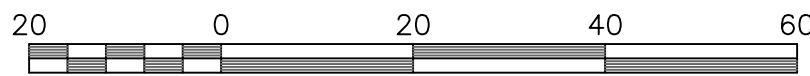
NC GRID NAD 83 (2011)



1
SD-4.0

EROSION CONTROL PLAN

1" = 20'-0"



Scale 1" = 20'

LINE	BEARING	DISTANCE
L1	N 59°19'45" E	8.46'

NC GRID NAD 83 (2011)

PIN: 9778-65-4465
LEATON C. MEACHUM, JR.
EVELYN R. MEACHUM
D.B. 877/298
101 BARNES ST.
ZONING: M1
USE: 2,100

PIN: 9778-65-5335
WILLIAM A. WILKINSON, JR.
MARTHA O. WILKINSON
D.B. 366/603
103 BARNES ST.
ZONING: M1
USE: 2,100

PIN: 9778-65-8620
HARRIET ROBINSON
NO DEED REF.
301 JONES FERRY RD.
ZONING: R75
USE: 1,100

PIN: 9778-75-0573.004
KEITH L. DIXON
KIOWA T. DIXON
D.B. 3366/234
#4 REDDOOR CONDO
P.B. 96/93
ZONING: R75
USE: 1,200

PIN: 9778-65-6276
110 BARNES ST., LLC
D.B. 4340/201
110 BARNES ST.
ZONING: R75
USE: 1,100

1 SD-5.0 UTILITY PLAN 1" = 20'-0"

utility notes

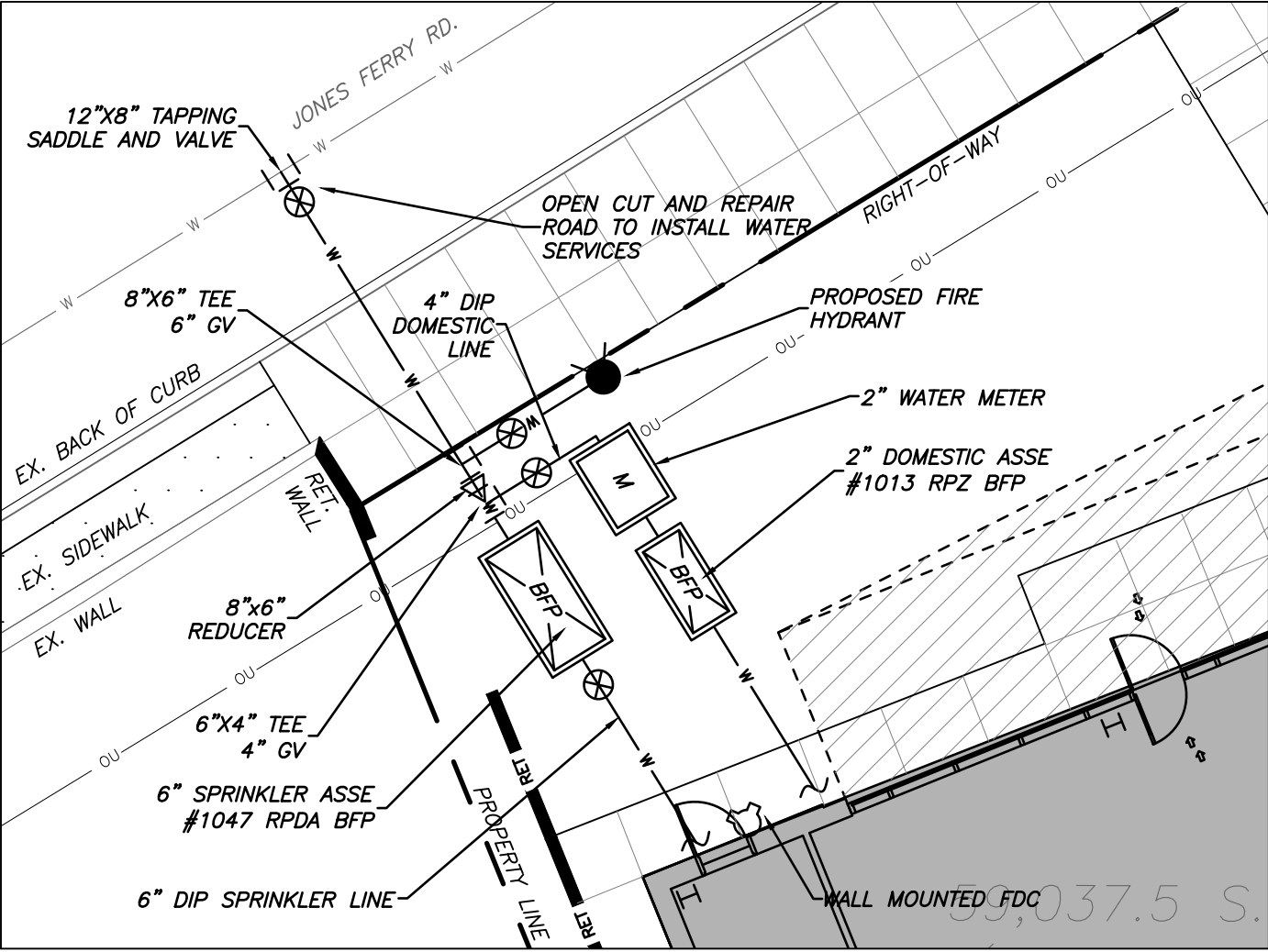
- GENERAL NOTES:
- CONTRACTOR SHALL NOTIFY "NORTH CAROLINA ONE CALL" (1-800-632-4949) AT LEAST 48 HOURS PRIOR TO BEGINNING CONSTRUCTION OR EXCAVATION TO HAVE EXISTING UTILITIES LOCATED. CONTRACTOR TO CONTACT ANY LOCAL UTILITIES THAT PROVIDE THEIR OWN LOCATOR SERVICE INDEPENDENT OF "NORTH CAROLINA ONE CALL".
 - ALL WATER AND SEWER MAINS WITHIN PUBLIC EASEMENTS AND RIGHT-OF-WAYS TO BE OWNED, OPERATED AND MAINTAINED BY OWASA.
 - ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH OWASA STANDARDS AND SPECIFICATIONS.
 - ALL EXISTING UNDERGROUND UTILITIES ARE APPROXIMATELY LOCATED. ACTUAL LOCATION AND DEPTH SHALL BE CONFIRMED IN THE FIELD PRIOR TO CONSTRUCTION.
 - BEFORE STARTING ANY CONSTRUCTION OF IMPROVEMENTS WITHIN ANY N.C.D.O.T. STREET OR HIGHWAY RIGHT-OF-WAY THE FOLLOWING PROCEDURES SHOULD BE UNDERTAKEN: N.C.D.O.T. RIGHT-OF-WAY: CONTACT PROJECT ENGINEERS AND OBTAIN ALL PERMITS AND ENCROACHMENTS (KEEP COPIES ON CONSTRUCTION SITE, ALSO CONTACT N.C.D.O.T. DISTRICT OFFICE 24 HOURS IN ADVANCE BEFORE PLACING CURB AND GUTTER).
 - ALL DIMENSIONS AND GRADES SHOWN ON THE PLANS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE OWNER IF ANY DISCREPANCIES EXIST. PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADING CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR ANY WORK DONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.
 - POWER, TELEPHONE, AND GAS SERVICES TO BUILDINGS SHALL BE UNDERGROUND. ACCESS AND SERVICE ROUTES TO BE COORDINATED WITH THE PUBLIC UTILITIES, CONTRACTOR AND THE OWNER.
 - RESURFACING OF STREET DUE TO UTILITY CUTS SHALL BE REQUIRED AT THE DIRECTION OF NCDOT ENGINEERING. (MINIMUM 50' TO EITHER SIDE OF UTILITY CUTS).

- SANITARY SEWER:
- BACKFLOW PREVENTORS SHALL BE PROVIDED FOR ALL UNITS WITH FINAL FLOOR ELEVATIONS OF BUILDINGS LESS THAN 1'-0" ABOVE UPSTREAM MANHOLE.
 - MINIMUM COVER OF 5 FEET IN TRAFFIC AREAS TO BE PROVIDED FOR ALL COLLECTOR LINES 4 INCHES AND LARGER. IF LESS THAN 5 FEET, DUCTILE IRON PIPE SHALL BE REQUIRED.
 - MINIMUM SLOPE FOR 4 INCH SANITARY SEWER COLLECTION LINES SHALL BE NO LESS THAN 2.0% WITH CLEANOUTS EVERY 75 LINEAL FEET.
 - MINIMUM SLOPE FOR 6 INCH SANITARY SEWER COLLECTION LINES SHALL BE NO LESS THAN 1.0% WITH CLEANOUTS EVERY 75 LINEAL FEET.

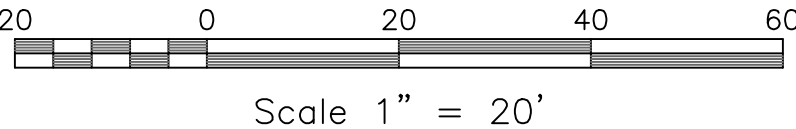
- WATER:
- WATERLINES WILL BE 3' OFF CURB AND GUTTER UNLESS SHOWN OTHERWISE.
 - LAY WATER MAINS AT LEAST 10 FEET Laterally FROM EXISTING OR PROPOSED SANITARY SEWERS. IF LOCAL CONDITIONS OR BARRIERS PREVENT A 10 FOOT SEPARATION, LAY THE WATER MAIN WITH AT LEAST 18" VERTICAL SEPARATION ABOVE THE TOP OF THE SANITARY SEWER PIPE EITHER IN A SEPARATE TRENCH OR IN THE SAME TRENCH ON A BENCH OF UNDISTURBED EARTH.
 - WHEN A PROPOSED WATER MAIN CROSSES OVER A PROPOSED OR EXISTING SANITARY SEWER, LAY THE WATER MAIN WITH AT LEAST 18" VERTICAL SEPARATION ABOVE THE TOP OF THE SANITARY SEWER. IF LOCAL CONDITIONS PREVENT AN 18" VERTICAL SEPARATION, CONSTRUCT BOTH THE WATER MAIN AND THE SANITARY SEWER FOR A DISTANCE OF 10 FEET ON EACH SIDE TO THE POINT OF CROSSING WITH FERROUS PIPE HAVING WATER MAIN QUALITY JOINTS.
 - WHEN A PROPOSED WATER MAIN CROSSES UNDER A PROPOSED OR EXISTING SANITARY SEWER, CONSTRUCT BOTH THE WATER MAIN AND THE SANITARY SEWER OF FERROUS MATERIALS WITH JOINTS THAT ARE EQUIVALENT TO WATER MAIN STANDARDS FOR A DISTANCE OF 10 FEET ON EACH SIDE OF THE POINT OF CROSSING. CENTER THE SECTION OF WATER PIPE AT THE POINT OF CROSSING.
 - MAINTAIN A MINIMUM COVER OF 36" AND MAXIMUM COVER OF 42" BELOW FINISHED GRADE OVER ALL PIPES UNLESS OTHERWISE DIRECTED OR SHOWN ON THE PLANS. DUE TO THE HEIGHTS OF VALVES, INCREASE THE COVER DEPTHS ADJACENT TO THE VALVES OR VARIED AT POINTS OF TIE-IN TO EXISTING LINES.
 - ALL FDC(S) AND HYDRANT(S) SHALL BE 5" STORZ CONNECTIONS AND MEET TOWN OF CARRBORO STANDARDS.

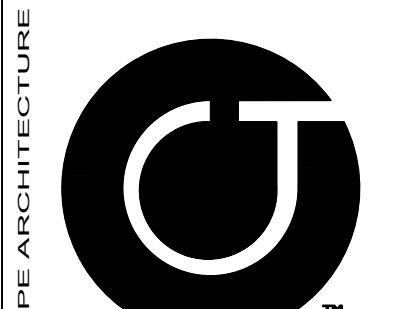
fire notes

- PROVIDE FIRE PLANS EXAMINER ONE COPY OF CONSTRUCTION DRAWINGS, SHOWING UNDERGROUND PIPING LAYOUT AND ALL FIRE APPURTENANCES. PERMIT FOR INSTALLATION OF PRIVATE FIRE HYDRANT(S) MUST BE ISSUED BY FIRE PLANS EXAMINER PRIOR TO INSTALLATION OF SAID HYDRANTS.
- THE ESTABLISHMENT OF FIRE LANES, IN ACCORDANCE WITH SECTION 503.3 OF THE NC FIRE CODE, MAY BE REQUIRED WHERE IT BECOMES APPARENT AFTER OCCUPANCY OF THE DEVELOPMENT THAT PARKING WITHIN THE ROADWAYS CREATES DIFFICULTIES FOR THE PASSAGE OF FIRE EQUIPMENT.



2 SD-5.0 WATER SERVICES 1" = 10'-0"

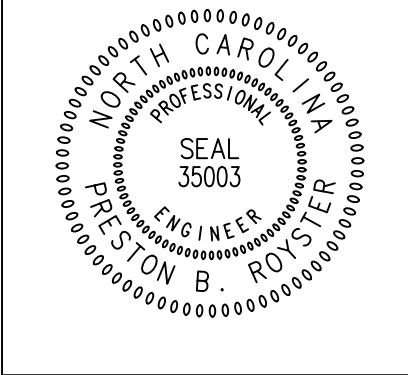




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Project



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Carrboro, NC

P.I.N. 9778656581

Job Number	1934
Drawn	JSA, JCI, MTC
Checked	JSA, PBR
Date	6/1/2020
Revisions	11/2/2020 TOWN COMMENTS 01/29/2021 JAB

**CONDITIONAL USE
PERMIT**

**PLANS NOT ISSUED
FOR CONSTRUCTION**

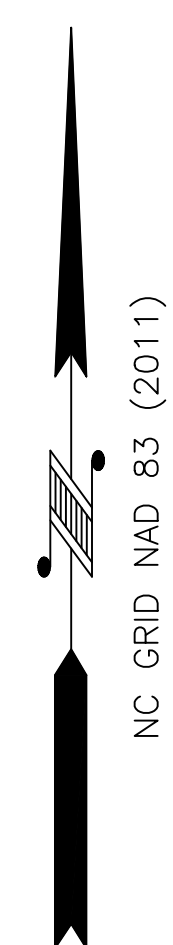
**PLANS NOT FOR
BIDDING PURPOSES**

Sheet Title

UTILITY PLAN

Sheet Number

SD-5.0



LINE	BEARING	DISTANCE
L1	N 59°19'45" E	8.46'

EX. POLE WITH STREET LIGHT TO BE RELOCATED DURING OWASA SAN. SEWER REPLACEMENT

EX. POLE WITH STREET LIGHT TO REMAIN

NO LIGHT FIXTURES ON THE REAR OF THE BUILDING

PIN: 9778-65-4465
LEATON C. MEACHUM, JR.
EVELYN R. MEACHUM
D.B. 877/298
101 BARNES ST.
ZONING: M1
USE: 2,100

JONES FERRY RD.
(60' PUBLIC R/W)
10' OVERHEAD UTILITY LINE SETBACK
N 58°40'24" E 41.85'

BUILDING MOUNTED LIGHTING TO BE PROVIDED (6' HEIGHT) WIRE ARCH

PIN: 9778-65-5335
WILLIAM A. WILKINSON, JR.
MARSHA Q. WILKINSON
D.B. 368/003
103 BARNES ST.
ZONING: M1
USE: 2,100

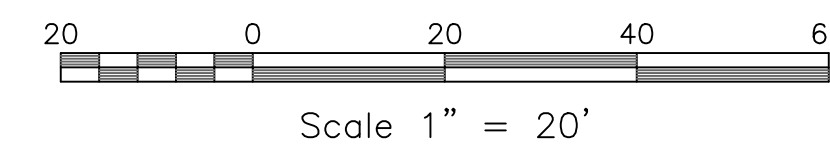
PIN: 9778-65-6276
110 BARNES ST.
ZONING: R75
USE: 1,100

PIN: 9778-65-8620
HARRIET ROBINSON
NO DEED REF.
301 JONES FERRY RD.
ZONING: R75
USE: 1,100

PIN: 9778-75-0573.004
KEITH L. DIXON
KIOWA T. DIXON
D.B. 3366/234
#4 REDDOOR CONDO
P.B. 96/93
ZONING: R75
USE: 1,200

NOTE:
PROPOSED HOURS OF OPERATION WILL BE FROM 8AM-8PM.
BUILDING OWNER WILL HAVE CONTROL AND MAINTENANCE OF BUILDING MOUNTED LIGHTING.
DUKE ENERGY LEASED LIGHTS (PARKING LOT) WILL CONTROLLED AND OPERATED BY DUKE ENERGY.

NOTE:
IF LIGHT FIXTURE LOCATIONS NEED TO MOVE TO A LOCATION OTHER THAN WHAT IS SHOWN AND APPROVED IN THESE PLANS, THEN THE DEVELOPER'S CONTRACTOR SHALL BE RESPONSIBLE FOR SUBMITTING A REVISED LIGHTING PLAN TO THE TOWN OF CARRBORO PLANNING DEPARTMENT FOR REVIEW AND APPROVAL PRIOR TO MOVING THEM.



lighting notes

1. MEASURES SHALL BE PROVIDED TO PREVENT LIGHT SPILLOVER ONTO ADJACENT PROPERTIES AND GLARE TOWARD MOTOR VEHICLE OPERATORS. EXTERIOR LIGHTS SHALL BE SHIELDED SO THEY DO NOT CAST DIRECT LIGHT BEYOND THE PROPERTY LINE.
2. CONTRACTOR TO PROVIDE 2" SCH 40 RVC GRAY ELECTRICAL CONDUIT UNDER PAVEMENT, UNDER HEAVILY LANDSCAPED AREAS AND AS NECESSARY TO PROVIDE ACCESS TO ALL LIGHT FIXTURES/POLES AND CONNECT BACK TO ELECTRICAL TIE IN LOCATIONS.
3. CONTRACTOR TO COORDINATE LIGHT POLE AND CONDUIT LOCATIONS PRIOR TO PAVING.
4. ALL ELECTRICAL CONDUIT, LIGHT POLES AND FIXTURES SHALL BE FURNISHED BY THE CONTRACTOR.
5. ALL CONDUIT ENDS ARE TO BE CAPPED TO PREVENT ENTRY OF DEBRIS.
6. ALL CONDUITS MORE THAN 30' IN LENGTH SHALL HAVE A POLY STRING INSTALLED.
7. ALL JOINTS ARE TO BE SOLVENT WELDED.



Focus 18 Inch Tall 1 Light LED Outdoor Wall Light by Maxim Lighting
Copyright © 2019/2020 WFLA (941) 339-0400
★★★★★ 4.8 Avg Rating 2 Reviews
\$144.00
Shipping at \$14.00 with [WFLA](#) [Logistics](#)
Finish: Black
Class: Saddle
Expected Ship Date: Dec 24, 2020
FREE SHIPPING!
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WALL SCOUNCE



Outdoor Lighting	Enterprise LED
Illuminate streetscapes and pedestrian areas with the Enterprise LED. This sleek, energy-efficient fixture will add modern appeal to any neighborhood or park.	LED (Light Emitting Diode) 50 watts Mounting height: 12' Color: Black Poles: Style A, B, C, D, E, F

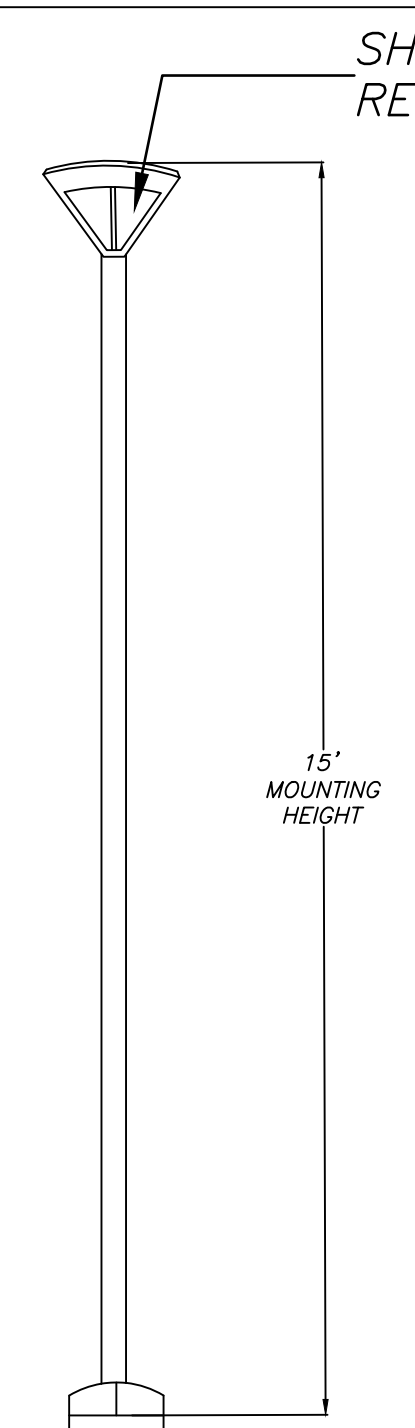
Outdoor Lighting
Enterprise LED

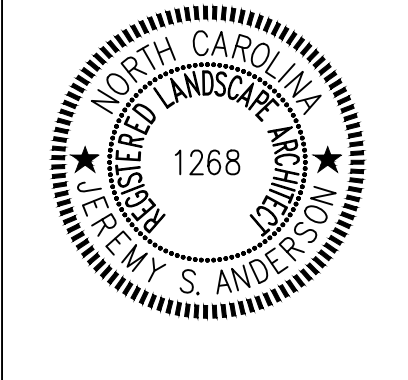
Light source: LED (white)
Wattage: 50
Lumens: 4,500
Light pattern: IESNA Type III (wall)
IESNA cutoff classification: Cutoff
Color temperature: 4,000K
Warm-up and restrike time: Instant on (no warm-up or restrike time)

Pole available:	Mounting height	Color
Type		
Aluminum	12'	Black

Features	Benefits
Little or no upfront capital cost	Frees up capital for other projects
Design services by lighting professionals included	Meets industry standards and lighting ordinances
Maintenance included	Eliminates high and unexpected repair bills
Electricity included	Less expensive than metered service
Warranty included	Worry-free
One low monthly cost on your electric bill	Convenience and savings for you
Turnkey operation	Provides hassle-free installation and service
Backed by over 100 years of experience	A name you can trust today ... and tomorrow

15' POLE LIGHT





QTY	EVGN	KEY	BOTANICAL NAME	COMMON NAME	SIZE*	SPACING	REMARKS
TREES							
3		GB	Ginkgo biloba 'Autumn Gold'	Ginkgo	2.5" CAL.	8' ht.	AS SHOWN SINGLE TRUNK & LEADER
5		QS	Quercus shumardii	Shumard Oak	2.5" CAL.	8' ht.	AS SHOWN SINGLE TRUNK & LEADER
2		TD	Taxodium distichum	Bald Cypress	2.5" CAL.	8' ht.	AS SHOWN SINGLE TRUNK & LEADER
4		UP	Ulmus parvifolia 'Emer II'	Allele Elm	2.5" CAL.	8' ht.	AS SHOWN SINGLE TRUNK & LEADER
SHRUBS							
18		CH	Cotoneaster horizontalis	Cotoneaster	12" HT.		AS SHOWN FULL AND MATCHING
25		LC	Loropetalum chinense	Loropetalum	12" HT.		AS SHOWN FULL AND MATCHING
49		MS	Miscanthus sinensis 'Adagio'	Miscanthus	12" HT.		AS SHOWN FULL AND MATCHING
20		PL	Prunus laurocerasus	English Laurel	12" HT.		AS SHOWN FULL AND MATCHING
29		VO	Viburnum abovatum 'Raulston's Hardy'	Viburnum	12" HT.		AS SHOWN FULL AND MATCHING
141							
GROUND COVER							
AR			LAWN AS REQUIRED TO MATCH EXISTING			AS REQUIRED	

* "SIZE" REFERS TO SIZE OF PLANT MATERIAL AT TIME OF INSTALLATION. ALL PLANT MATERIAL SPECIFIED MUST MEET OR EXCEED THE SIZE INDICATED AT THE TIME OF INSTALLATION

PLANT LIST

LANDSCAPE NOTES

- LANDSCAPING MUST BE IN PLACE PRIOR TO REQUEST FOR A CERTIFICATE OF OCCUPANCY OR CERTIFICATE OF COMPLIANCE.
- CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, QUANTITIES, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR INSTALLING PROJECT.
- IN AREAS OF GROUND COVER, MAINTAIN A 12" MINIMUM DISTANCE BETWEEN PLANTS AND HARD IMPROVEMENTS.
- BED LINES SHALL CONFORM TO CONFIGURATION SHOWN ON THE PLANS. BED LINES SHALL MEET CURBS, WALKS, BUILDINGS, ETC. AT RIGHT ANGLES UNLESS SHOWN OTHERWISE.
- CONTRACTOR SHALL VISIT THE SITE AND FAMILIARIZE THEMSELVES WITH ACTUAL CONDITIONS AND VERIFY EXISTING CONDITIONS IN THE FIELD. CONTRACTOR SHALL REPORT ALL DISCREPANCIES TO LANDSCAPE ARCHITECT.
- CONTRACTOR SHALL ACCEPT ACTUAL CONDITIONS AT SITE AND PERFORM THE WORK SPECIFIED INCLUDING FINE GRADING AND INCORPORATION OF TOP SOIL INTO PLANTING AREAS, WITHOUT ADDITIONAL COMPENSATION FOR POSSIBLE VARIATION FROM GRADES AND CONDITIONS SHOWN, WHETHER SURFACE OR SUBSURFACE, EXCEPT AS PROVIDED FOR IN CONTRACT DOCUMENTS.
- IN LAWN AREAS, 2" TOPSOIL SHALL BE TILLED INTO THE TOP 5" OF GROUND PRIOR TO SEEDING.
- CONTRACTOR WILL OBTAIN WRITTEN APPROVAL FROM LANDSCAPE ARCHITECT FOR ANY PLANT SUBSTITUTIONS OF SPECIES, SIZE, OR TYPE OF CONTAINER.
- CONTRACTOR SHALL LOCATE ALL UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF THESE UTILITIES DURING INSTALLATION, AND SHALL PROMPTLY REPAIR AND RESTORE SERVICES AT NO ADDITIONAL COST TO THE OWNER IF DAMAGE OCCURS DURING INSTALLATION. CONTRACTOR SHALL BECOME THOROUGHLY FAMILIAR WITH THE FULL SET OF CONSTRUCTION DRAWINGS AND SPECIFICATIONS FOR COORDINATION WITH UTILITIES, ARCHITECTURAL FEATURES, ETC.
- CONTRACTOR WILL LEAVE DISTURBED AREAS LEVEL AND RAKED SMOOTH, REMOVING ALL ROCKS AND DEBRIS.
- MULCH IS TO BE A 3" LAYER OF TRIPLE SHREDDED HARDWOOD MULCH. MULCH IS TO BE KEPT AWAY FROM TREE TRUNKS.
- ANY DAMAGE TO EXISTING CONDITIONS OUTSIDE THE CONTRACT LIMITS, INCLUDING CURBS, SIDEWALKS, TURF AREAS AND PAVING, SHALL BE RESTORED TO ORIGINAL CONDITION BY THE CONTRACTOR WITHOUT EXTRA COST TO THE OWNER.
- IN CASE OF DISCREPANCY BETWEEN THE QUANTITY OF PLANTS ON THE PLANS COMPARED TO THE PLANT LIST, THE CONTRACTOR SHALL SUPPLY QUANTITIES AS SHOWN ON THE PLANS.
- ALL UNPAVED SURFACES ARE TO BE COVERED IN PLANTS, MULCH, OR GRASS.

SCREENING CALCULATIONS

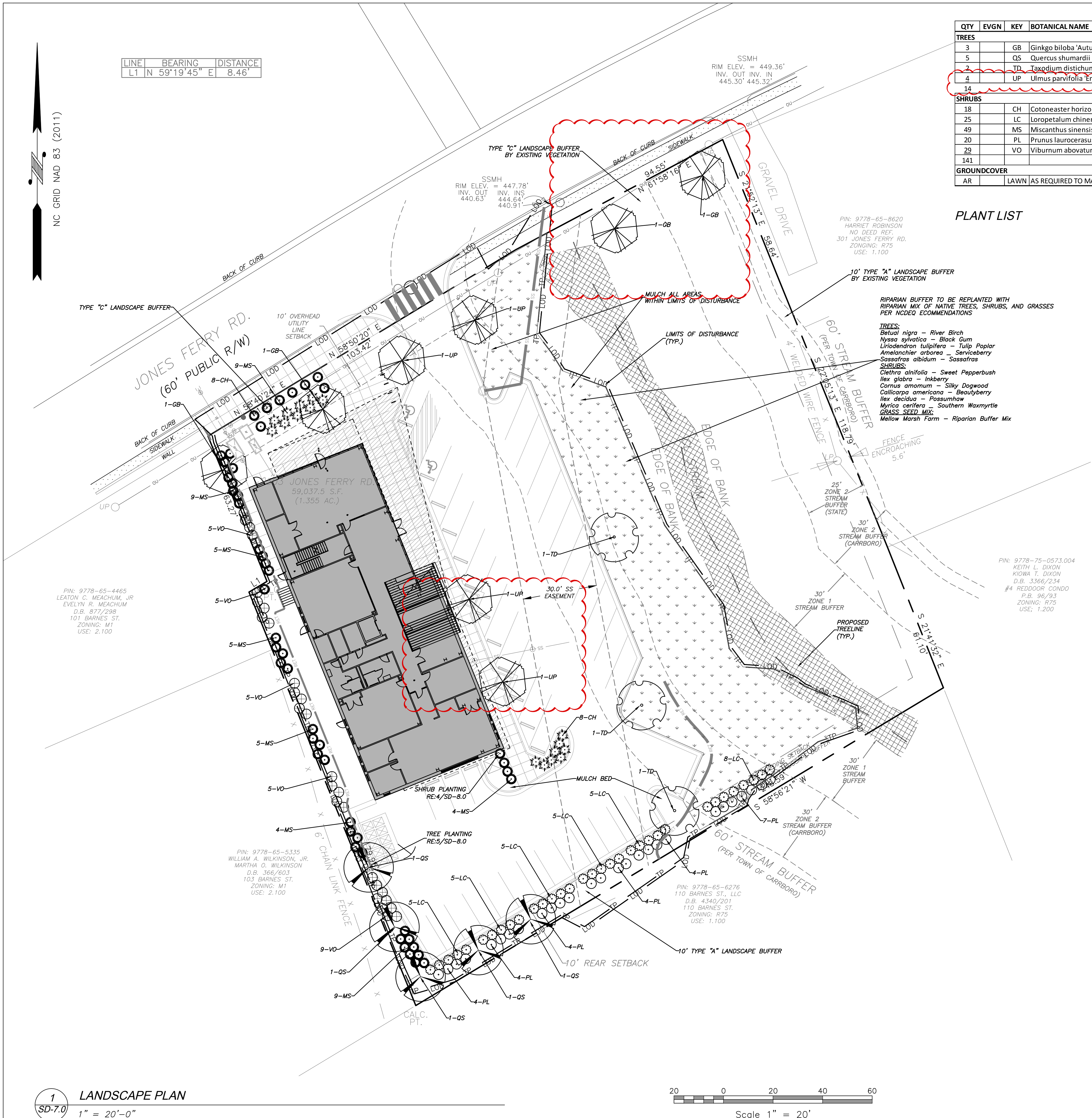
PROPOSED USE = 5,320 (ARTS CENTER)
EX. ADJACENT. USE = 2,100 (COMMERCIAL BUILDING) AND 1,100 (RESIDENTIAL / SINGLE FAMILY)
PROPOSED 5,320 USE TO ADJ. 1,100 USE = TYPE A "OPAQUE"
TYPE A "OPAQUE" = SCREEN THAT IS OPAQUE FROM THE GROUND TO HEIGHT OF 6' MIN.
4 TREES & 60 SHRUBS PROPOSED

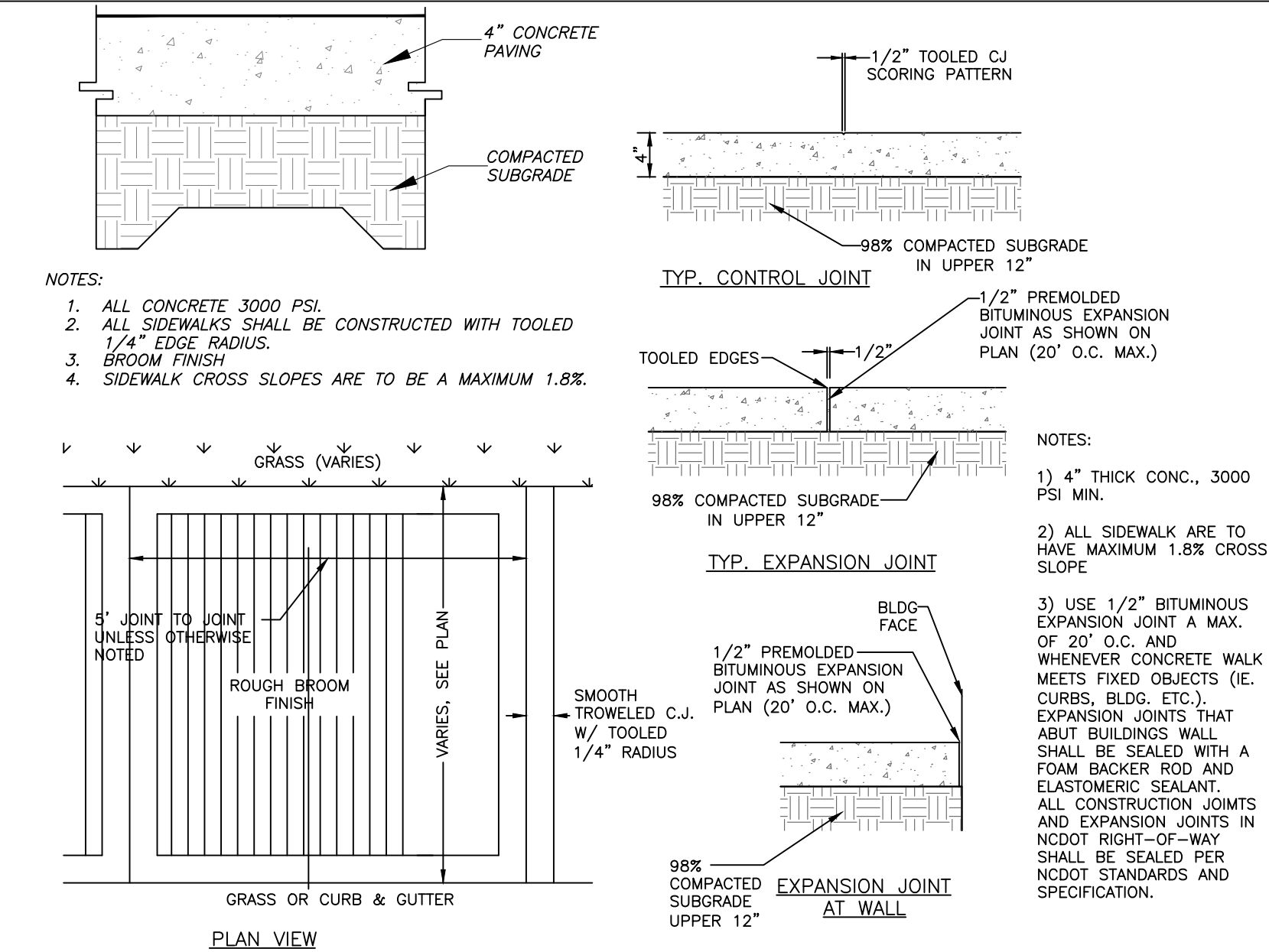
MOTOR VEHICLE ACCOMMODATION CALCULATIONS

REQUIRED 35% SHADING
PROPOSED MOTOR VEHICLE ACCOMMODATION AREA = 15,697 SF
 $15,697 \times 0.35 = 5,494$ SF
EXISTING TREES = 0 SF
REQUIRED SHADING = 5,494 SF
 $5,494 / 707 = 8$ TREES REQUIRED/PROVIDED

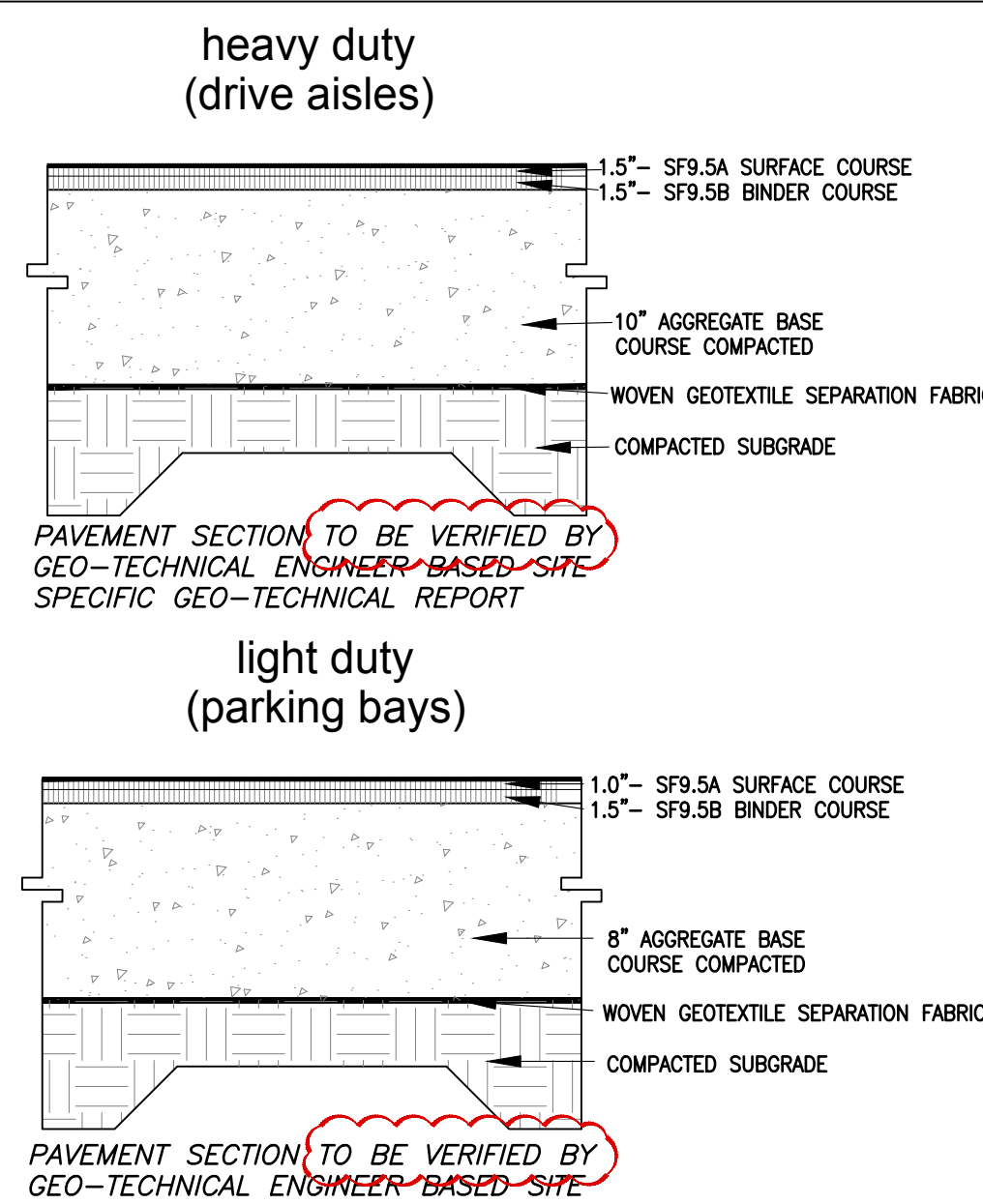
TREE CANOPY COVERAGE CALCULATIONS

REQUIRED 30% OF GROSS LAND AREA
GROSS LAND AREA = 59,038 SF
 $59,038 \times 0.30 = 17,711$ SF REQUIRED
EXISTING TREES = 15,772 SF
PROPOSED TREES = 7,070 SF (10 TREES)
TOTAL TREE CANOPY = 22,842 SF

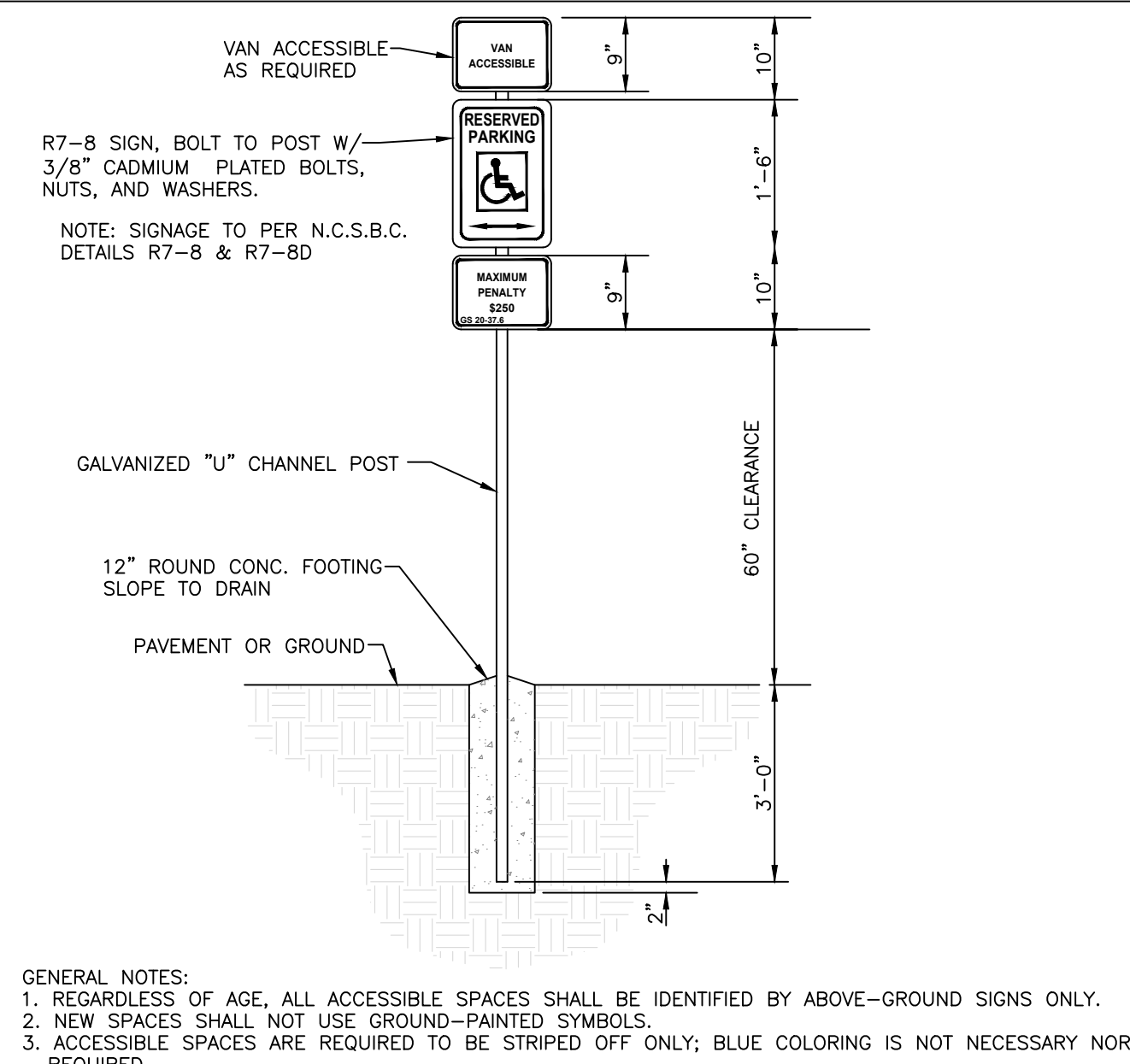




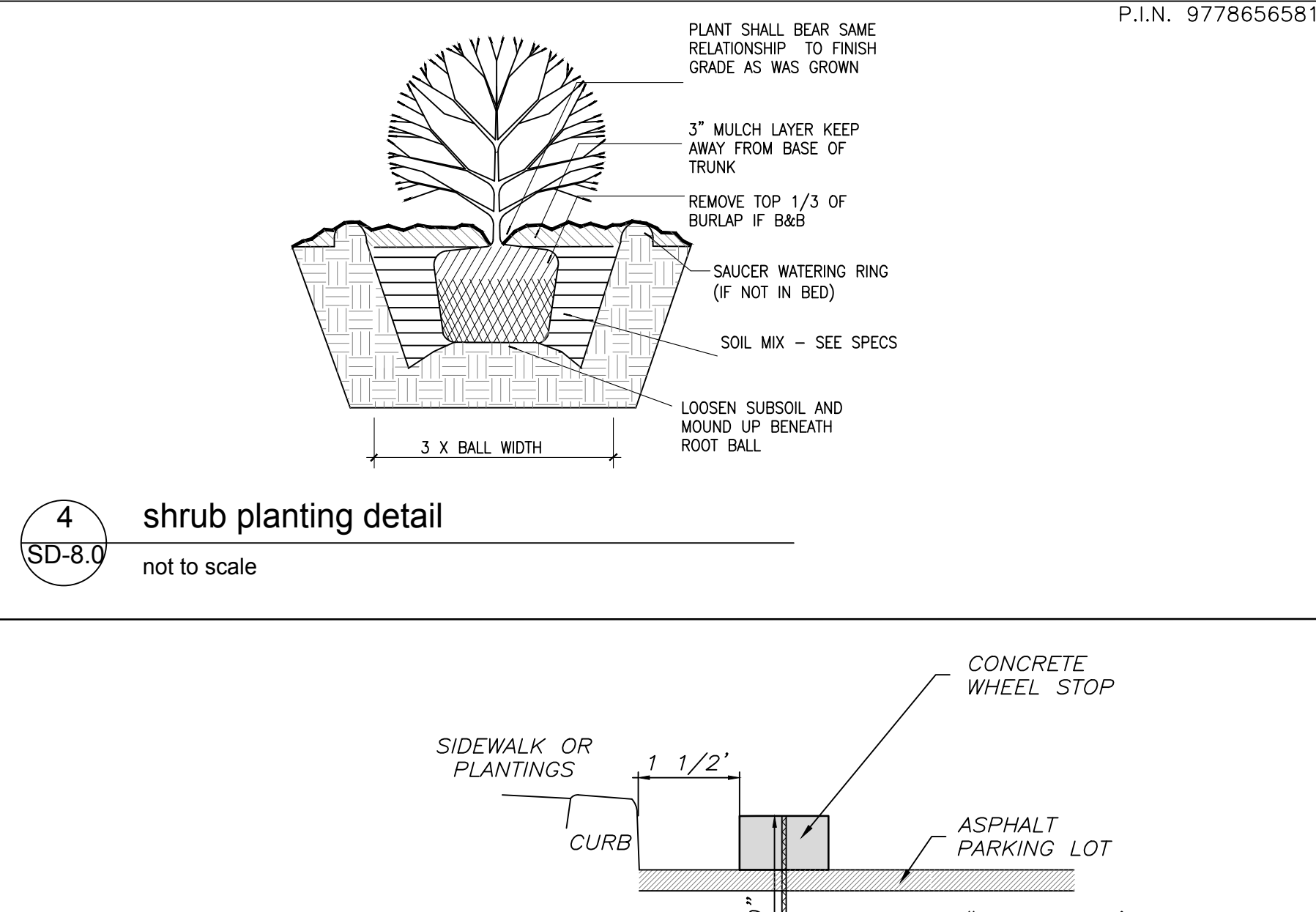
1
SD-8.0
concrete sidewalk
not to scale



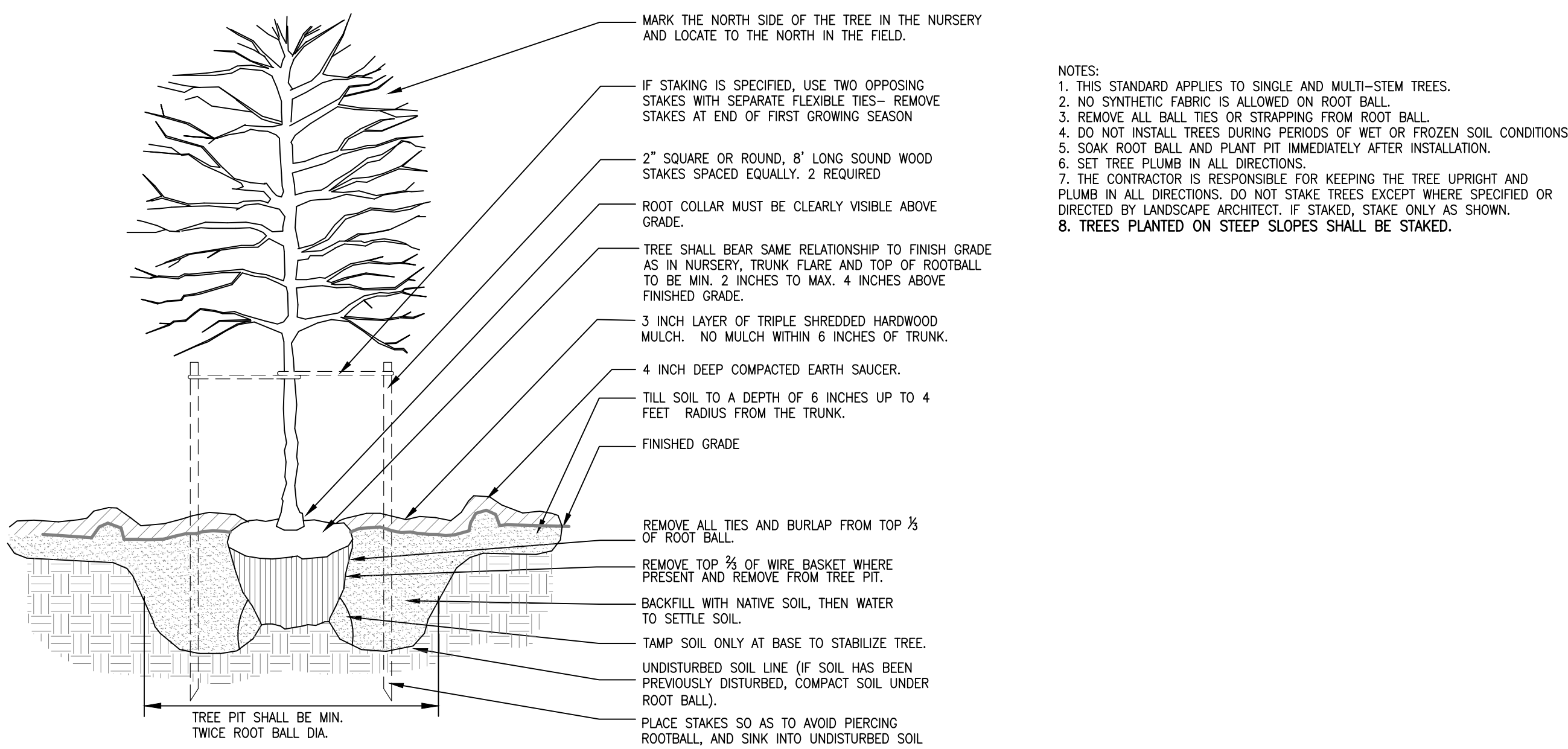
2
SD-8.0
asphalt paving
not to scale



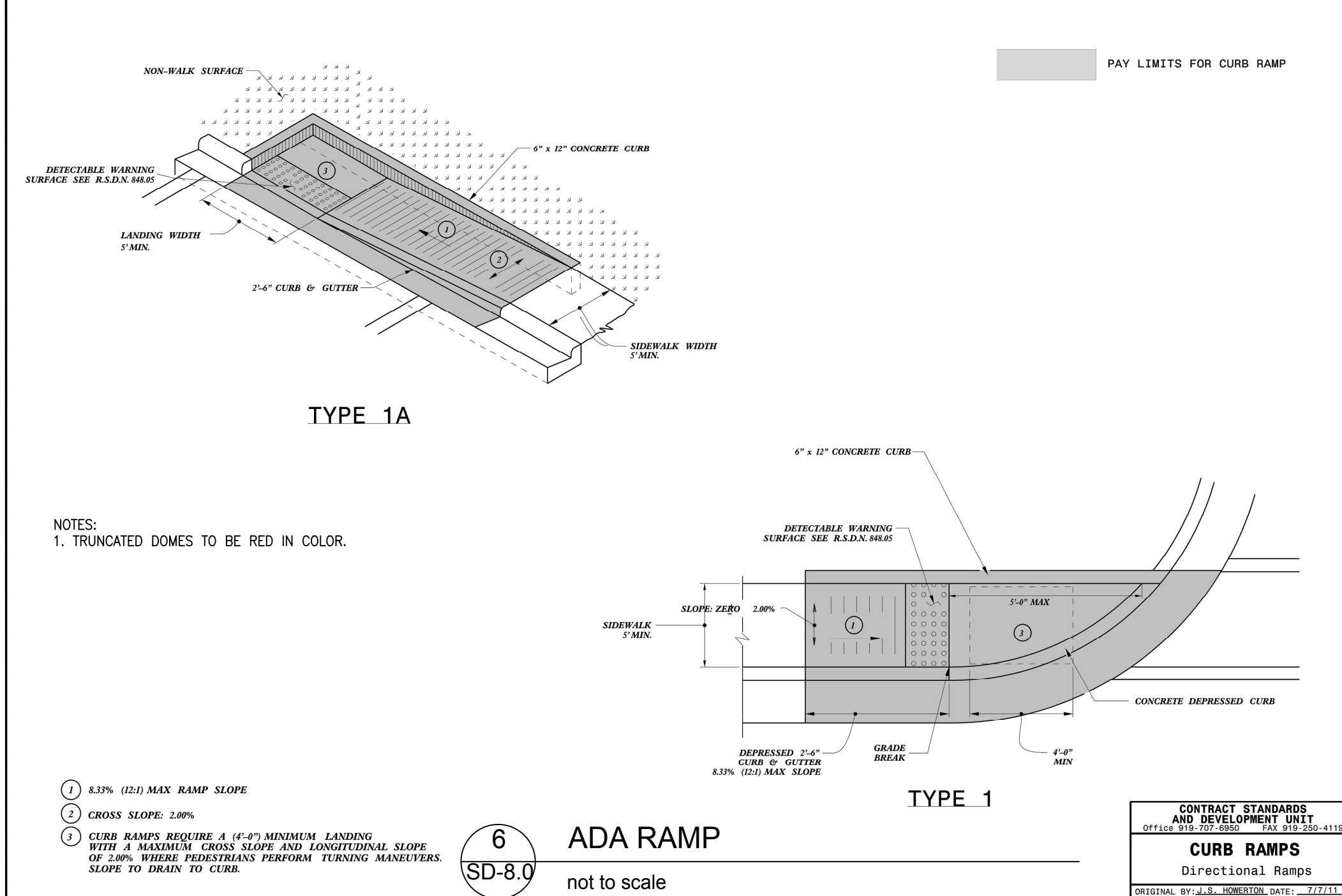
3
SD-8.0
ada signage
not to scale



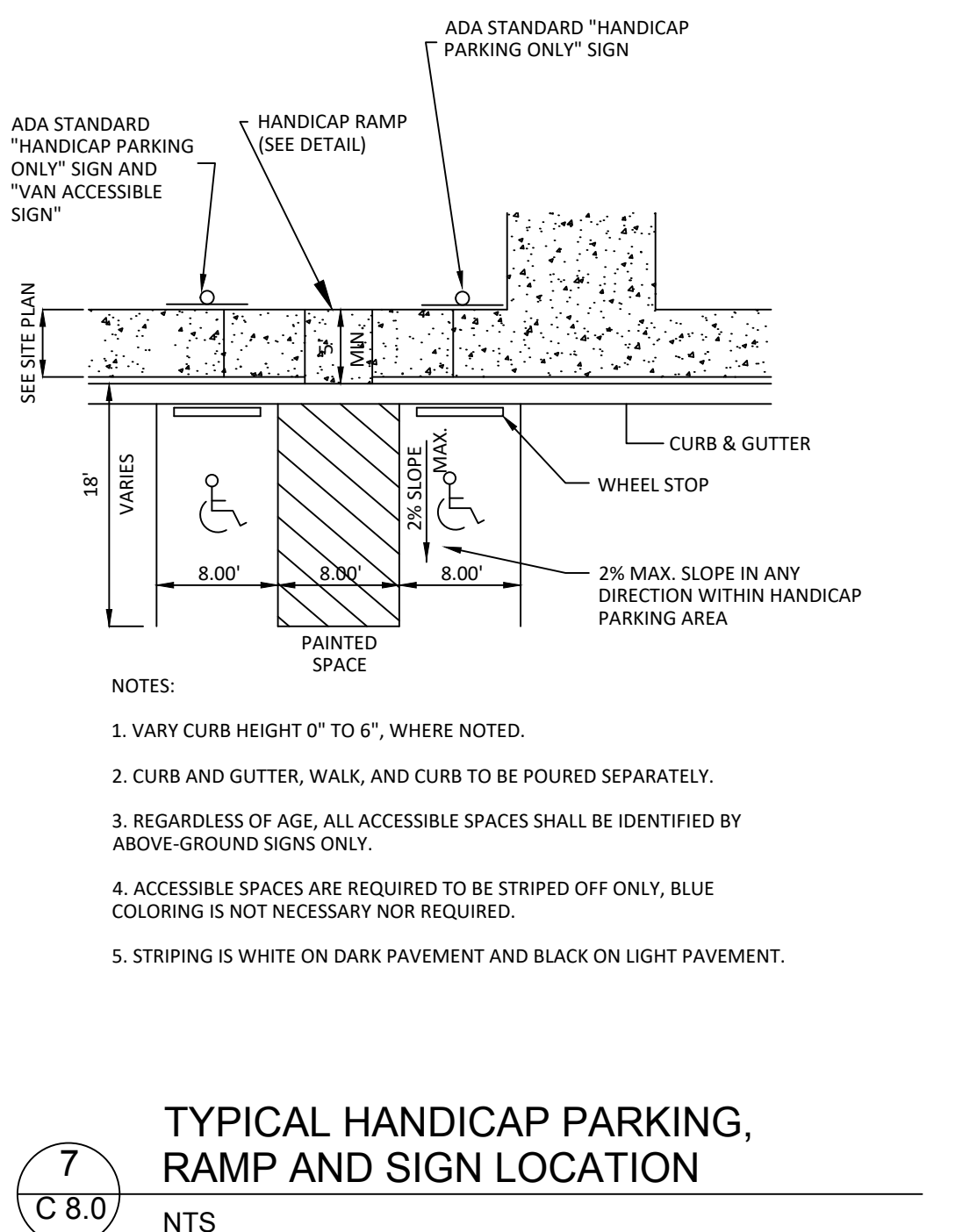
4A
SD-8.0
wheelstop
not to scale



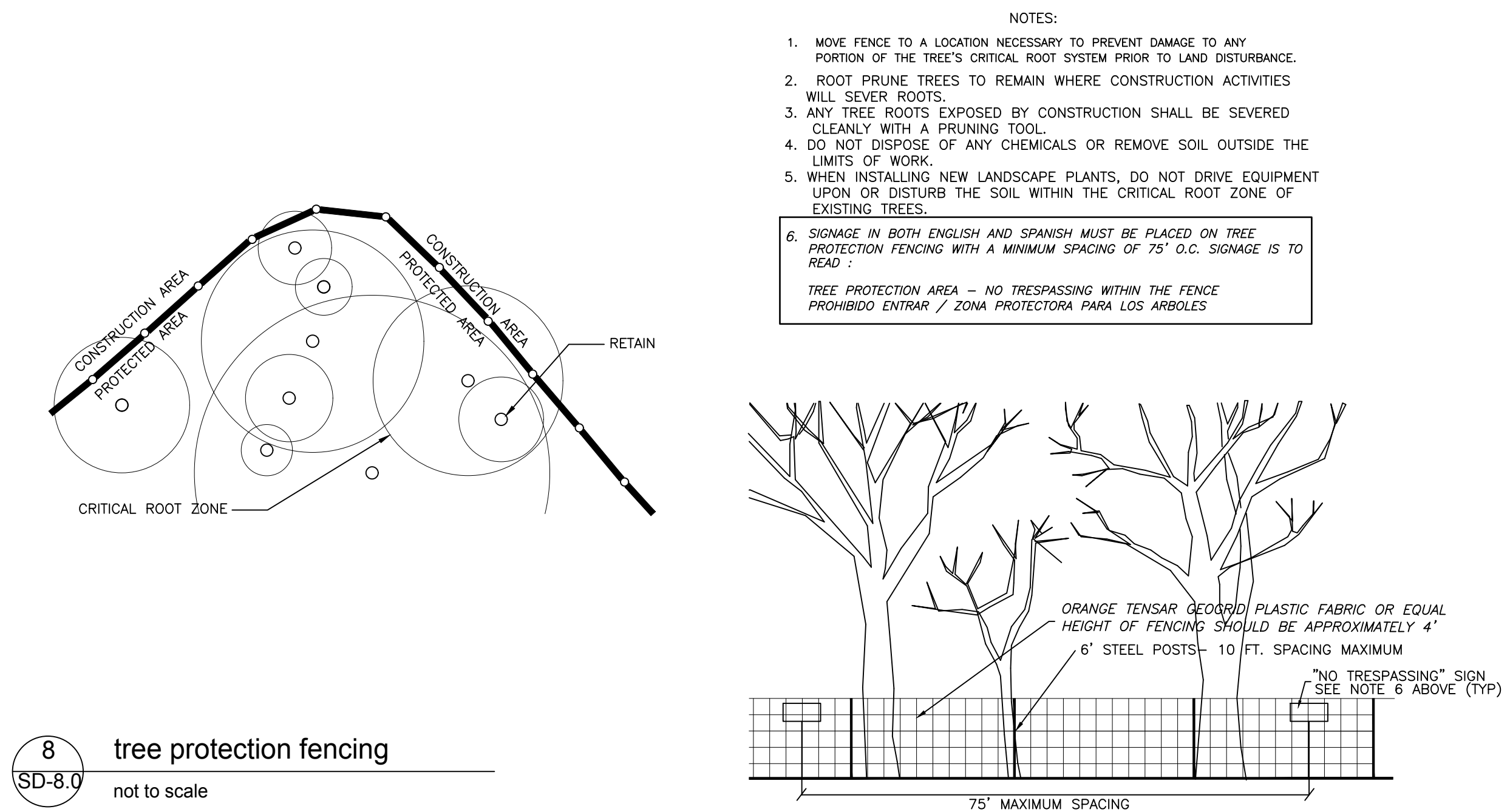
5
SD-8.0
tree planting detail
not to scale



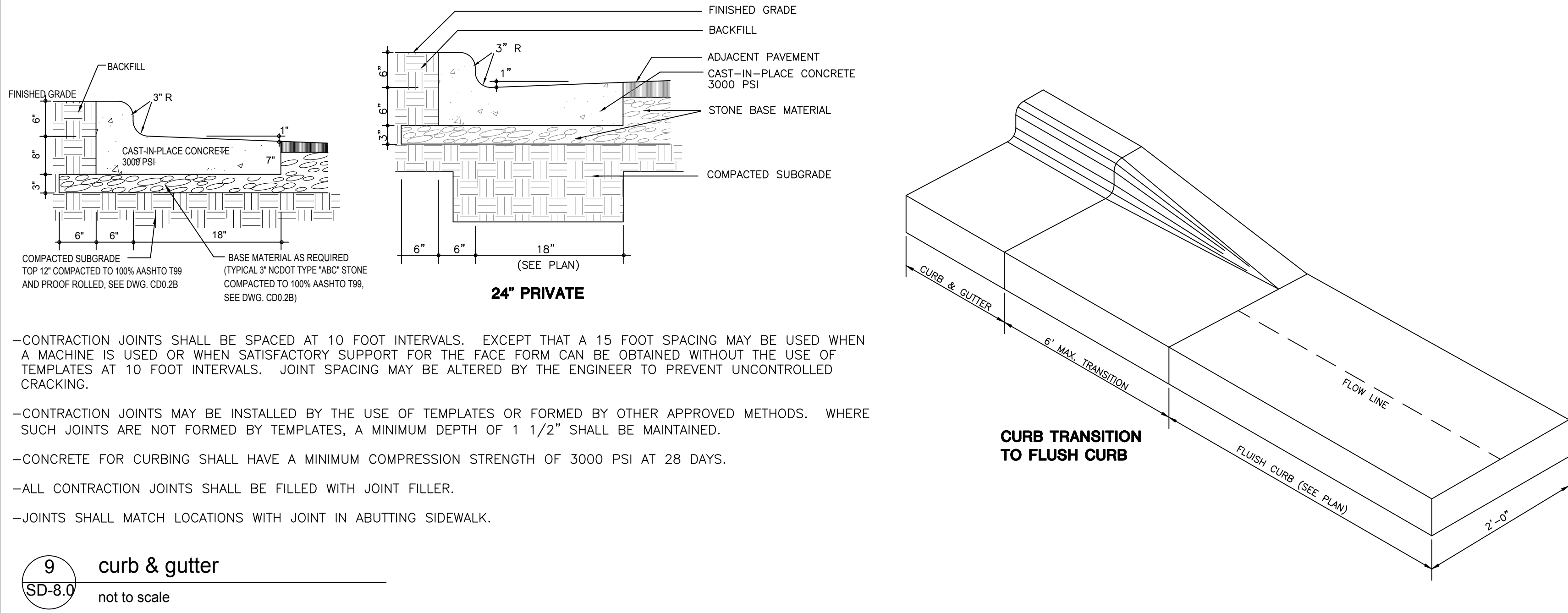
6
SD-8.0
ADA RAMP
not to scale



7
C 8.0
TYPICAL HANDICAP PARKING, RAMP AND SIGN LOCATION
NTS



8
SD-8.0
tree protection fencing
not to scale



9
SD-8.0
curb & gutter
not to scale

1. x

PAINT COLOR LEGEND - BASIS OF DESIGN

P1 x

KEY VALUE	KEYNOTE TEXT
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PROJECT

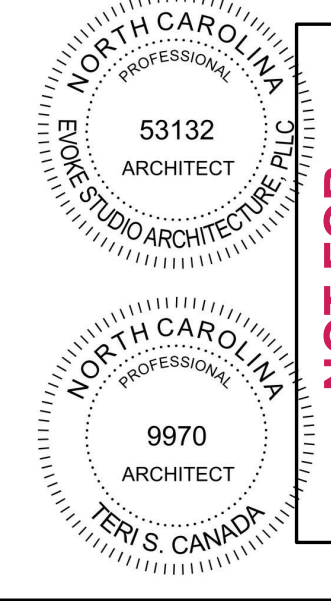
THE ARTSCENTER

303 JONES FERRY RD
CARRBORO, NC 27510

OWNER

THE ARTSCENTER

SEALS



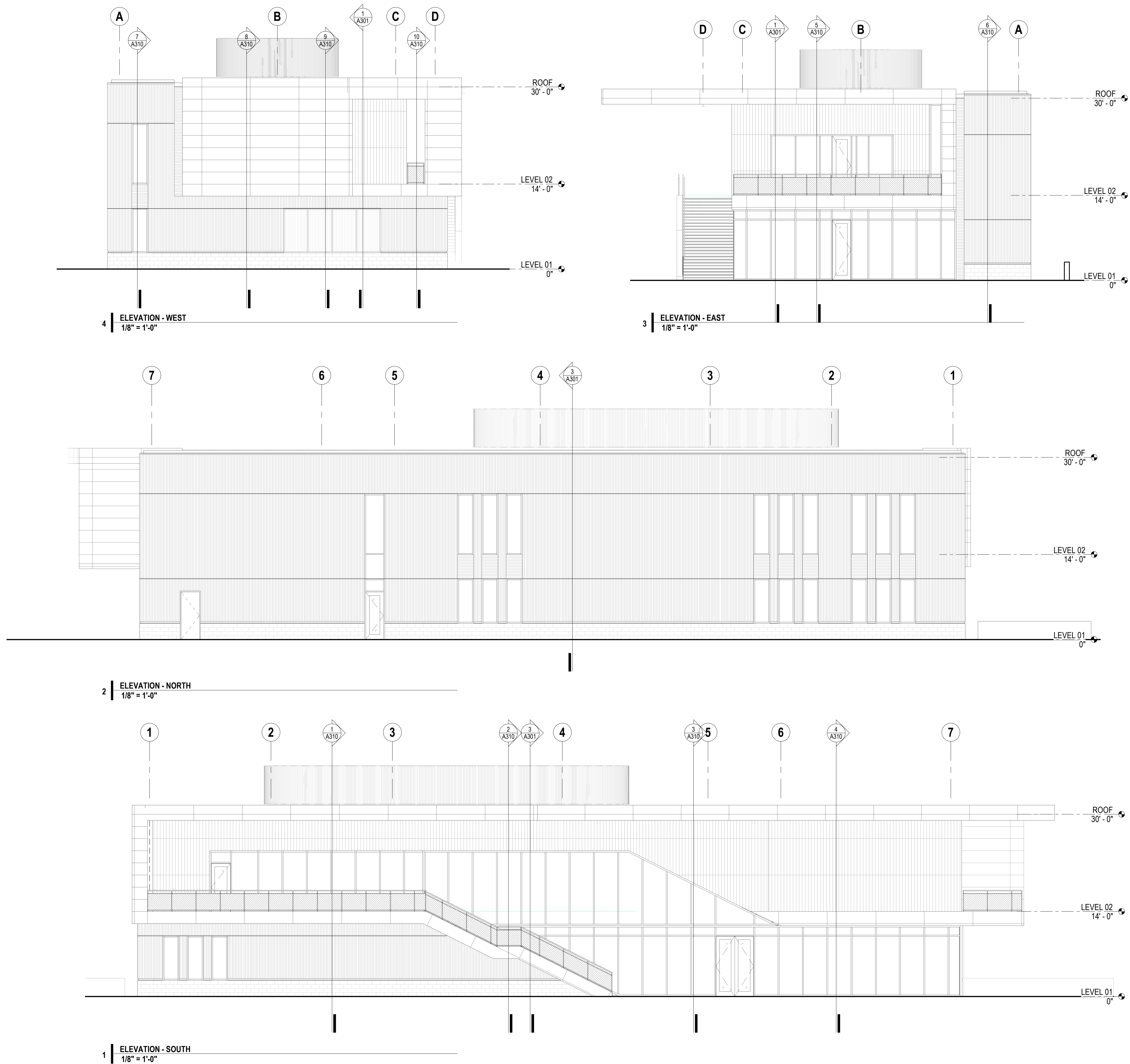
NOT FOR CONSTRUCTION

REVISIONS	DATE
1	
2	
3	
4	
5	
6	

PHASE: 100% SCHEMATIC DESIGN
DOCUMENTS
DATE: JANUARY 29, 2021
ESA NO.: 2020004
SCO ID NO.: --

EXTERIOR ELEVATIONS

A201





Coulter Jewell Thames, PA

MAIN OFFICE
111 WEST MAIN STREET
DURHAM, NC 27701
p 919.682.0368 f 919.688.5646

Planning for the Future

June 1, 2020

Town of Carrboro Planning Department
301 West Main Street
Carrboro, NC 27510

Re: The ArtsCenter
303 Jones Ferry Road
Tree / landscape removal letter

To Whom it may concern,

This letter is provided in support of the Conditional Use Permit submitted for the project site on the south side of Jones Ferry Road, between Barnes Street and Laurel Avenue. The project is proposed to be a two-story building, (The ArtsCenter) with associated surface parking, proposed stormwater control measures, and landscaping. Although a significant number of the surveyed trees are being removed, the proposed project is protecting 30% of the tree canopy for the overall site.

This 1.35 acre parcel is encumbered by a stream buffer that covers 0.68 acres (50%) of the project site. This large area of stream buffer significantly limits the overall developability of the parcel. Given the limited development envelope on site, the entire area outside of the stream buffer is being disturbed, with no trees to remain. As shown on SD-1.0 of the CUP Plans, the majority of vegetation within the non-stream buffer area consists of Loblolly Pines ranging from 18-26”.

As outlined in the Stream Buffer Variance application submitted concurrently with these CUP plans, land disturbance is also requested with the 50% of the site encumbered by the stream buffer. This disturbance is required for the the installation of the project driveway, upgrade of the OWASA sanitary sewer main, and permitting of a constructed wetland to treat some of the stormwater requirements for the project. Construction of these project elements will require additional tree removal. There are only a few trees shown on the Site Survey within this area, with the most significant being a 42” oak near the top of stream bank. Although this tree falls outside the limits of disturbance, we acknowledge that are impacting the root zone with construction, thus it may not be saved. The health and condition of this tree have yet to be evaluated by an arborist.

For additional information regarding the justification for tree removal with the stream buffer, refer to the Stream Buffer Variance Application submitted on May 18, 2020. Please refer to the SD1.0 and SD7.0 for the location of the perimeter tree protection fencing for the project.

Should you have any questions or concerns, please do not hesitate to give me a call.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jeremy S. Anderson". The signature is fluid and cursive, with a large loop at the beginning and a trailing flourish at the end.

Jeremy S. Anderson RLA
Project Landscape Architect

Attached:



Coulter Jewell Thames, PA

MAIN OFFICE
111 WEST MAIN STREET
DURHAM, NC 27701
p 919.682.0368 f 919.688.5646

Planning for the Future

January 29th, 2021

Town of Carrboro Planning Department
301 West Main Street

Re: The ArtsCenter
Conditional Use Permit
Parking Reduction Justification Letter

To Whom it may concern,

This letter is provided in support of the Conditional Use Permit submitted for the 1.36 acre site on the southwest side Jones Ferry Road, between Barnes St. and Bim St.

The ArtsCenter has submitted a Conditional Use Permit to construct a new facility to move the ArtsCenter into, at the location outlined above. The project consists of a ~12,600 sf, 2 story new building and 39 onsite surface parking spaces. The project site is very constrained with an OWASA sewer easement running through the middle of the site and a stream buffer on the eastern portion of the site, covering approximately ½ of the overall parcel. Due to these limiting site constraints, the ArtsCenter has already had to reduce their building program to the building size outlined above.

The Town of Carrboro Land Use Ordinance requires that an Arts Center provide a minimum of 1 parking space per 300 sf of building area, thus 42 parking spaces are required for this use. The current Site Plan provides for 39 onsite parking spaces, thus a reduction or waiver for 3 parking spaces is hereby requested. The following rational is provided in support of this modest parking reduction request:


- 8 covered bike parking spaces are provided.
- A municipal Town parking lot (on Laurel Ave.) is a 4-minute walk. Additionally, the Town Hall parking lot is 1 minute further to the site.
- The ArtsCenter has a verbal agreement with the neighboring property owner (corner of JFR and Barnes St.) to use their parking lot on special occasions.
- The ArtsCenter is continuing to work OWASA, directly across the street, to additional overflow parking.

- There are 3 existing bus stops within a 2-minute walk of the site. The ArtsCenter is continuing to work with Chapel Hill Transit on the possibility of relocating 1 or 2 of these transit stops at the project site. If these existing stops do not move, they will remain and would still provide very convenient service to the project site.

Based on these shared parking opportunities, convenient transit, bicycle parking, and the reduced ArtsCenter program, we respectfully request a reduction in the overall parking requirement from 42 spaces down to 39 and agree this reduction is warranted.

Should you have any questions or concerns, please do not hesitate to give me a call.

Very truly yours,



Jeremy S. Anderson RLA
Project Landscape Architect

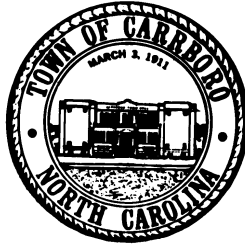
SUMMARY SHEET OF STAFF AND ADVISORY BOARD RECOMMENDATIONS CONDITIONAL USE PERMIT FOR THE ARTSCENTER, 315 JONES FERRY ROAD	
STAFF RECOMMENDATIONS	
I. Staff Recommendations (w/ Advisory Board support where applicable):	<i>Explanation: Staff recommendations, primarily related to LUO compliance and are represented by #s 1-5 below. If an advisory board voted to 'support' the staff recommendation, then such board is listed after staff in the left-hand column.</i>
Recommended by	Recommendations
Staff, PB, TAB, EAB, SWAC	1. That the Town Council finds that 39 parking spaces are sufficient to serve The ArtsCenter project. This finding is based on information provided by the applicant regarding the alternative modes of transportation to get to and from The ArtsCenter.
Staff, PB, TAB, EAB, SWAC	2. That NCDOT must issue a driveway permit for the project prior to approval of the construction plans.
Staff, PB, TAB, EAB, SWAC	3. That the applicant shall provide to the Zoning Division, prior to the issuance of the Certificate of Occupancy for the building, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in DXF format and shall include a base map of the whole project and all separate plan sheets. As-built DXF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
Staff, PB, TAB, EAB, SWAC	4. That the developer shall include detailed stormwater system maintenance plan, specifying responsible entity and schedule. The plan shall include scheduled maintenance activities for each unit in the development, (including cisterns, bioretention areas, swales, check dams, and irrigation pond), performance evaluation protocol, and frequency of self-reporting requirements (including a proposed self-reporting form) on maintenance and performance. The plan and supporting documentation shall be submitted to Town engineer and Stormwater Utility Manager for approval prior to construction plan approval. Upon approval, the plans shall be included in the homeowners' association documentation.
Staff, PB, TAB, EAB, SWAC	5. That per LUO Section 15-92.1 the town shall receive in writing from NC DWQ information confirming that formal EMC approval is not required related to encroachment into the Zone 1 stream buffer or such approval shall be granted by EMC, prior to approval of the construction plans.

ADVISORY BOARD COMMENTS / RECOMMENDATIONS	
II. Additional Advisory Board Comments & Recommendations:	<i>Explanation: Comments and recommendations solely from advisory boards follow. If a comment involves LUO interpretation, then the applicable LUO section(s) are noted parenthetically. Otherwise, the Council may wish to consider comments in the context of public health, safety, or welfare findings. Staff generally does not endorse nor refute comments from advisory boards.</i>
Recommended by	Recommendations reworded as Conditions
TAB	6. The developer shall commit to increased neighborhood engagement to ensure that concerns of the local community are addressed. This needs to include a specific conversation about providing connectivity from Prince Street to the site, addressing security concerns of the local neighbors, and preventing excess parking from occurring on Prince Street.
TAB	7. The developer shall provide records of the community engagement that has been performed as part of the site development process, along with demographic information and zip codes of the people they engaged with.
TAB	8. Increase the total bike parking to 16 spaces with half of those covered.
TAB	9. The developer shall continue to explore satellite parking options for employees in order to minimize the amount of on-site parking through any means.
TAB	10. Developer shall develop and implement a plan to mitigate overflow parking, including outreach to adjacent neighbors.
EAB, Stormwater	11. We do not recommend changing the stormwater requirements in the Land Use Ordinance solely to accommodate this project.
EAB, Stormwater	12. Failure to meet the Town's stormwater requirements is an environmental justice issue as it could lead to negative impacts for residents downstream.
EAB, Stormwater	13. We would like to see this project move forward at this site. However, if the applicant cannot meet the Town's stormwater requirements, we do not recommend the project's approval.
EAB, Roof Options	14. We understand there are cost constraints for solar, however, we encourage you to apply for a grant from Orange County Climate Action Grant Program and/or investigate solar leasing. We are happy to help with this process. In addition, the building should be solar ready.
EAB, Transportation	15. We recommend that the applicant provide infrastructure for electric vehicle charging for 20% of the proposed parking spaces.

EAB, Transportation	16. We recommend installing as much bike parking and covered bike parking as possible, going above and beyond LUO requirements for bike parking and covered bike parking.
EAB, Transportation	17. We are concerned about the impacts of pedestrian foot traffic when bringing people into the natural areas of the property. This could lead to litter in the stream and could negatively affect the soil in the stream buffer.
EAB, Transportation	18. The parking lot configuration is not ideal from a standpoint of traffic flow.
EAB, Transportation	19. Keep bicyclists in mind when exploring any changes needed to the traffic configuration on Jones Ferry Road.
EAB, Transportation	20. We recommend that the applicant dedicate an additional 5 feet to the right of way on portion with 5 foot sidewalks.
EAB, Transportation	21. That the applicant has agreed to work with NCDOT on crossing location for Jones Ferry Road.
EAB, Transportation	22. That the applicant has agreed to continue to work with Chapel Hill Transit a.) on a stop location and consider an artistic treatment of the stop b.) provide covered bike racks near the front entry, convenient to Jones Ferry Road c.) widen the public sidewalk at the front of the building to 10 feet.
EAB, Trees and Vegetaion	23. We would like to request that every effort possible be made to protect the 42" oak tree.
EAB, Energy Efficient Measures	24. We recommend using electric instead of natural gas in order to meet Carrboro's climate goals. Producing and transporting natural gas (composed of primarily methane) represents significant greenhouse gas emissions, which in the short term are significantly more potent than carbon dioxide.
EAB, General	25. We have some concerns about how this project will change and gentrify the existing neighborhood.
PB	26. That the ArtsCenter continue outreach and collaboration with the surrounding neighborhoods with regards to parking, programming, etc. The ArtsCenter should seek to serve their neighbors, including by offering discounted or otherwise preferred access to programming and services.
PB	27. That the ArtsCenter make additional effort to reduce overflow parking in the Lincoln Park neighborhood by, for example, making arrangements for satellite parking for staff and/or visitors, securing temporary offsite parking for large events, arranging for shuttle bus transportation from satellite and offsite parking, notifying visitors (including with signature) that parking in surrounding neighborhoods is not permitted for ArtsCenter events, and encouraging multi-modal transit to the ArtsCenter.

PB	28. The Planning Board recognizes that the restraints OWASA imposes on planting and fences over sewer lines will not permit the ArtsCenter to put a fence or dense plantings on the south boundary of the site such that access would be blocked. While the Planning Board is not in favor of restrictions to pedestrian connectivity, the concerns we heard from neighbors on Prince and Barnes Street deserve to be heard and give the same consideration that other neighborhoods in Carrboro have received under similar circumstances. The Town Council should continue the conversation beyond this single project, and seek to meet the neighborhood's needs for parking and traffic mitigation, including but not limited to creating safe sidewalks on Barnes St and improving pedestrian safety at the intersection of Barnes and Jones Ferry.
SWAC	29. If the council determines that issuing a permit may be desirable, resubmittal of a Stormwater Impact Analysis that addressed the below points be required prior to final permit review: <ul style="list-style-type: none"> a.) Staff approval of compliance with all LUO provisions, including 15-263(g)(3) and 15-92(k). That written documentation from the State be received to demonstrate compliance with 15-92(k) prior to permit issuance.
SWAC	30. The applicant to submit to staff: <ul style="list-style-type: none"> a.) Additional SNAP tool calculations and accompanying plan view drawings of SCM locations for, at the minimum, infiltrating permeable pavement, and preferably, for other SCMs with greater volume reduction ability. b.) Additional and technically based justification for why infiltrating permeable pavement is not feasible on this site. Field based information (seasonally high water table determination and soil testing) to determine the feasibility of infiltration based SCMs. c.) a flood analysis of the impacts of buffer incursion on upstream and downstream flood elevations and in-stream channel stress.
SWAC	31. As part of construction plan approval, the applicant to submit written documentation from NCDEQ and the USACE about the need for and potentially receipt of a 401/404 certification/permit given the grading plan and channel disturbance.

TOWN OF CARRBORO



CONDITIONAL OR SPECIAL USE PERMIT WORKSHEET

I. COMPLETENESS OF APPLICATION

- ☐ The application is complete
☐ The application is incomplete

II. COMPLIANCE WITH THE ORDINANCE REQUIREMENTS

- ☐ The application complies with all applicable requirements of the Land Use Ordinance
☐ The application is not in compliance with all applicable requirements of the Land Use Ordinance for the following reasons:

III. CONSIDERATION OF PROPOSED CONDITIONS

If the application is granted, the permit shall be issued subject to the following conditions:

1. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the Carrboro Town Hall. Any deviations from or changes in these plans must be submitted to the Development Review Administrator in writing and specific written approval obtained as provided in Section 15-64 of the Land Use Ordinance.
2. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.

IV. GRANTING THE APPLICATION

- ☐ The application is granted, subject to the conditions agreed upon under Section III of this worksheet.

V. DENYING THE APPLICATION

- ☐ The application is denied because it is incomplete for the reasons set forth above in Section 1.
- ☐ The application is denied because it fails to comply with the Ordinance requirements set forth above in Section II.
- ☐ The application is denied because, if completed as proposed, the development more probably than not:

- 1. Will materially endanger the public health or safety for the following reasons:**

- 2. Will substantially injure the value of adjoining or abutting property for the following reasons:**

- 3. Will not be in harmony with the area in which it is to be located for the following reasons:**

- 4. Will not be in general conformity with the Land Use Plan, Thoroughfare Plan, or other plans officially adopted by the Board of Aldermen for the following reasons:**



Town of Carrboro

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

Agenda Item Abstract

File Number:21-43

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Westwood Cemetery Draft Report

PURPOSE: The purpose of this item is for the Town Council to receive the draft Westwood Cemetery Report.

DEPARTMENT: Public Works

CONTACT INFORMATION: Joe Guckavan, 919-918-7427, jguckavan@townofcarrboro.org [<mailto:jguckavan@townofcarrboro.org>](mailto:jguckavan@townofcarrboro.org); Ben Schmadeke, 919-918-7424, bschmadeke@townofcarrboro.org [<mailto:bschmadeke@townofcarrboro.org>](mailto:bschmadeke@townofcarrboro.org)

INFORMATION: Town Staff procured the services of landscape architect, Carter van Dyke Associates (CVDA), to assist in planning for future development of the Westwood Cemetery. The scope of the project did not consider a change of land use. The undeveloped area of Westwood Cemetery is currently designated for cemetery use.

FISCAL & STAFF IMPACT: Town Staff procured the services of landscape architect, Carter van Dyke Associates (CVDA), to assist in planning for future development of the Westwood Cemetery. The scope of the project did not consider a change of land use. The undeveloped area of Westwood Cemetery is currently designated for cemetery use.

Town Staff and CVDA presented a proposed burial arrangement for the undeveloped portion of Westwood Cemetery on November 10th 2020. The attached draft report on Westwood Cemetery (Attachment A) includes information on current Westwood Cemetery use, expected interment demand, and proposed development including accommodations for cremains and natural burials. The proposed development also includes walking paths, green space, seating and a reflection area.

RECOMMENDATION: It is recommended that the Council receive and review the attached draft report in order to be prepared to direct Staff at a future Town Council meeting, tentatively scheduled for March 16, 2021.

DRAFT

Town of Carrboro

Westwood Cemetery Design Services

Prepared for the Town Council
Town of Carrboro, North Carolina



January 7, 2021

Consultant Team

Lead Consultant:

Peter R. Fernandez, RLA, ASLA, CLARB, Principal-in-Charge
Carter van Dyke Associates (CVDA)
40 Garden Alley
Doylestown, PA 18901-4325

Subconsultants:

Taylor Wiseman & Taylor (TWT)
2043 Energy Drive
Apex, NC 27502

Terracon Consultants, Inc.
2401 Brentwood Road
Raleigh, NC 27604

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Town of Carrboro

Westwood Cemetery Design Services

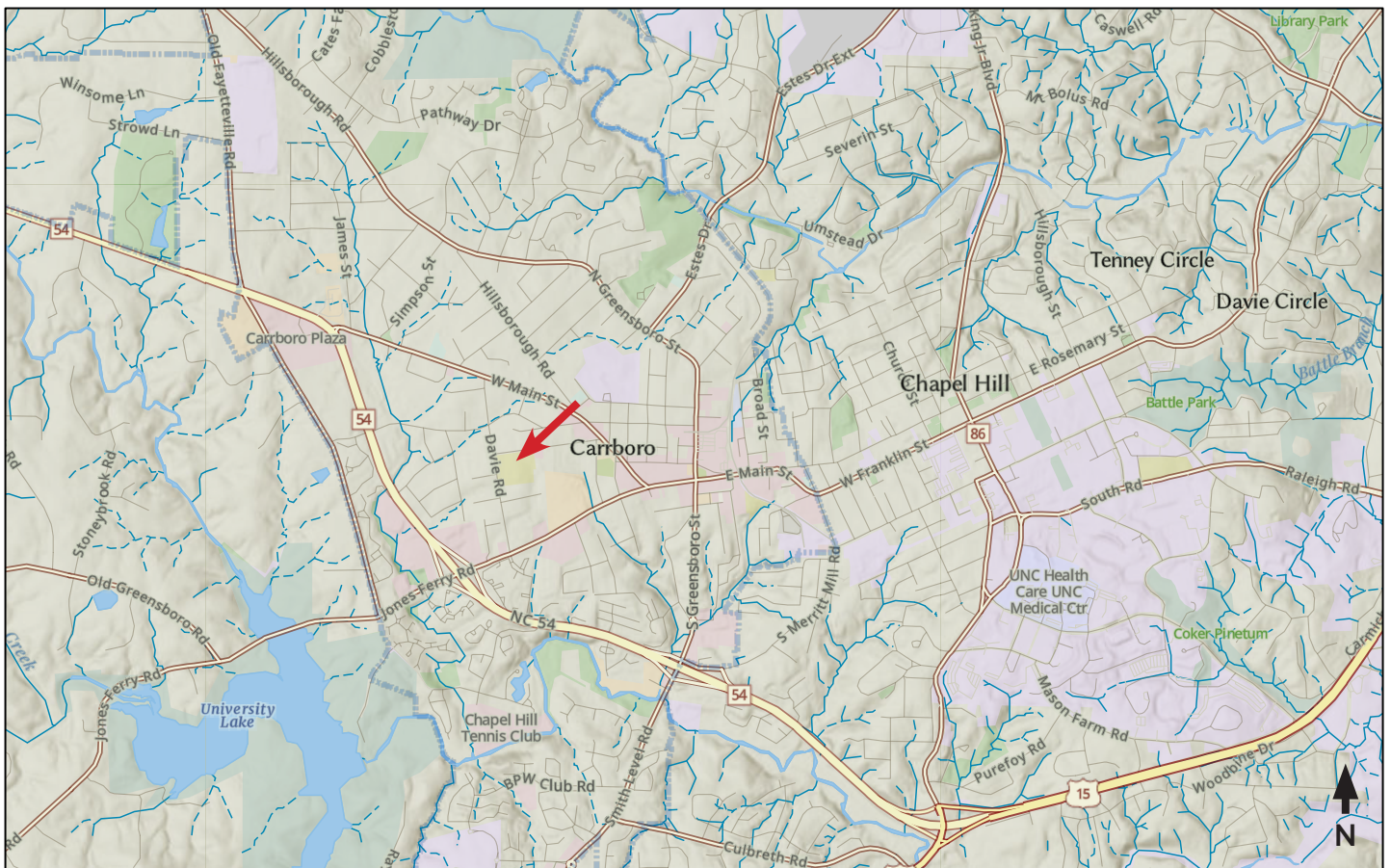


Figure 1 Regional context map. Red arrow indicates location of Westwood Cemetery. Not to scale. (<https://tocgis.ci.carrboro.nc.us/>)

Introduction and Background

a. Town of Carrboro

Carrboro, North Carolina, was first settled in 1882, and was originally known as West End, due to its relationship to the neighboring town of Chapel Hill. The Town was incorporated in 1911. It is named for Julian Shakespeare Carr, the owner of the textile mill that was the Town's dominant industry for its first fifty years. Carrboro is now a diverse municipality of over 20,000 residents, which supports a vibrant arts and cultural community and economy.

The Town's outdoor recreation facilities, parks, and greenways cover 110 acres. In addition, the Town owns two public cemeteries, maintained by the Public Works Department: Old Carrboro Cemetery, established around 1860, and Westwood Cemetery, established around 1933.

b. Westwood Cemetery

Westwood Cemetery is an active burial cemetery, owned and managed by the Town of Carrboro. The cemetery is located at 401 Davie Road, Carrboro, NC 27510, at the corner of Fidelity Street, in an R10 zoning district. The surrounding land use is primarily residential, though at the opposite end of the block Fidelity Street meets Main Street in the main business district. Currently only conventional casketed and cremains in a 4' by 12' plot are permitted.

The total land area is 8.73 acres. The cemetery is divided into four sections:

Zone 1: 1.18 acres and contains 860 plots, of which 10 plots are available

Zone 2: 1.05 acres and contains 608 plots, of which 16 are available

Zone 3: 0.5 acres and contains 763 plots, of which 302 are available (Note: Zone 3 is larger, however part of the section is within the tree line and the cul-de-sac.)

Zone 4: 2.4 acres of undeveloped land

The remaining 2.4 acres of the site is wooded.



Figure 2 Westwood Cemetery zones map. (Carrboro RFP)

c. Current Project

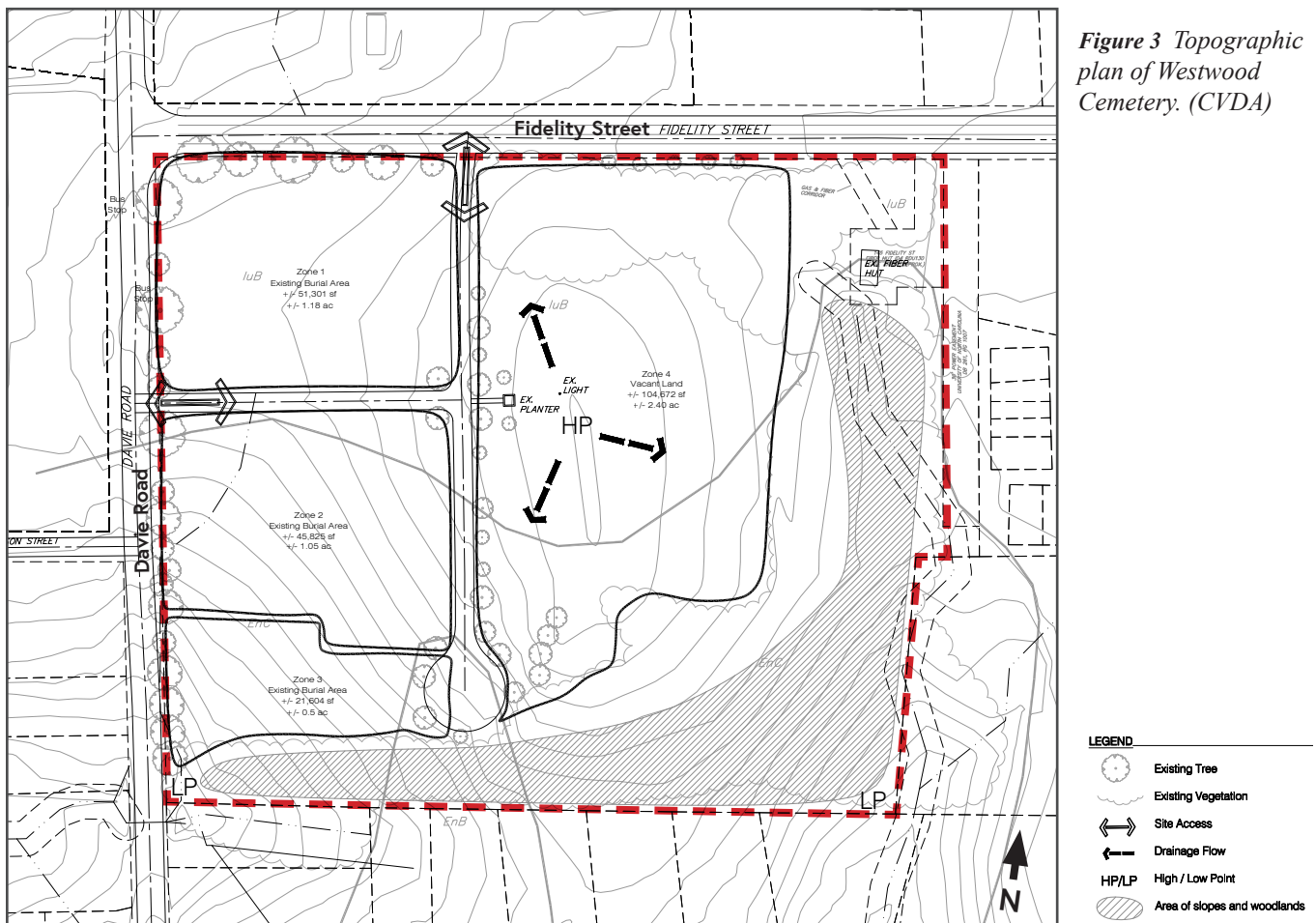
In July of 2020, the Town of Carrboro engaged a team led by Carter van Dyke Associates (CVDA) to develop a plan to guide future development and expansion of Westwood Cemetery.

CVDA is a landscape architecture and planning firm and has been providing cemetery planning and design for the past 27 years. CVDA is the prime consultant and has worked closely with locally based subconsultants to develop this report.

Taylor Wiseman & Taylor (TWT) is a civil engineering and survey firm, with offices in North Carolina, and has provided site analysis, focusing on site circulation, development costs, irrigation and site drainage. TWT assisted CVDA in the review of laws and codes.

Terracon, also with an office in North Carolina, provided geotechnical analysis, developing the geotechnical subsurface investigation for the site. Test borings assisted in determining the suitability of areas of the site for interments, and are used to determine the design of walls, walks and roads.

With the support of the subconsultants, CVDA has completed a statutory review, analyzed the existing site conditions, and provided a master plan for land use and landscaping, including expanded opportunities for burial options.



Statutory Review and Compliance

The Carrboro Town Code, Chapter 13 Cemeteries, addresses the general regulations, the designation and sale of lots and spaces, the installation and design of structures and memorial markers, and the nature of burials allowed within the two Town-owned and operated cemeteries, Westwood Cemetery and Old Carrboro Cemetery. Certain regulations (Sections 13-3, 13-4, 13-5 and 13-6) apply to all cemeteries within the Town borders. (See Appendix 1 on page 31 for Carrboro Town Code Chapter 13 Cemeteries.)

This plan for future development complies with existing code requirements or recommends revisions to accommodate proposed changes. For example, the code currently limits interments to conventional burials or burials of cremated ashes within a 4' by 12' burial space. This plan proposes creating additional burial options that will need to be addressed by revising language in the code. The Consultant Team suggests the following revisions to the Town Code be considered by Council.

a. Legal Compliance and Recommendations

Article I Definitions; Application

Section 13-1 (Definitions) should be expanded to include terms to describe new burial options, such as columbarium, niche, ossuary, and scattering garden, as well as the associated markers or memorial plaques. The definition of “Burial Space” may need to be revised to address dimensions and use.

Article III Designation of Sale of Cemetery Lots and Spaces

Section 13-11 (Cemetery Map Required) describes the requirement for an official map maintained by the clerk depicting the location and dimensions of all lots and spaces within a Town-owned cemetery.

The proposed addition of new burial options would require a revised map indicating additional conventional burial spaces, natural burial spaces, columbarium niches, an ossuary, and a scattering garden.

Subsection (a) refers to maintaining “adequate spacing” between natural burial lots or spaces. This spacing should be defined in the code.

Section 13-12 (Purchase of Burial Rights), subsection (d), limits the use of each burial space. A burial space is defined as “A parcel of ground within a cemetery lot having the dimensions of 4 feet by 12 feet, and the usage of each burial space shall be limited to one of the following: (1) the interment of one human body; (2) the interment of one human body and one cremation urn; or (3) the interment of no more than

four cremation urns.”

With the proposed addition of new burial options, such as a columbarium, and ossuary, and a scattering garden, the definition of “burial space” should be revised. Double depth burial vaults had previously been discussed as an option, but due to the shallow depth to bedrock within the cemetery, this type of burial is not being proposed in the plan.

Article IV Mausoleums, Monuments, Markers, and Coping/Curbs or Fencing

Section 13-17 (Mausoleums) limits the erection of mausoleums, tombs, buildings, or other structures of any kind to lots designated on the plat and plan of the Town’s cemeteries to be used exclusively for that purpose.

The proposed construction of a columbarium and ossuary structure should be incorporated into the Town’s approved plan for the cemetery.

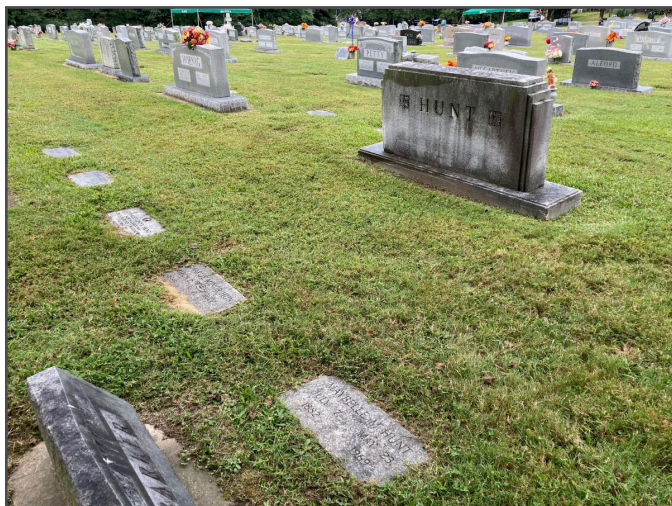


Figure 4 A typical grave site in Zone 2, with headstone monument and footstone markers. (CVDA)

Section 13-18 (Monuments) and **Section 13-19 (Markers)** define the type of memorial stones and plaques that can be installed in the ground to mark a conventional or natural burial.

Memorial markers for the new burial options should be considered. Columbaria often have uniform designs and a granite or bronze plaque on each of the niches. If scattering gardens and an ossuary are constructed, then a memorial wall would be included in the plan to allow memorial plaques to be attached.

Note: Coping/curbs and Fencing is not currently addressed in this Article.

Article V Burials

This Article only addresses conventional and natural burials. With the proposed addition of new burial options, details of columbarium and ossuary interments and scattering gardens should be included.

Section 13-21 (Interment or Disinterment), subsection (e), requires excess dirt that remains following an interment to be hauled away. Currently, a “spoils” pile exists to the east of the cul-de-sac in Zone 4, where excess soil from dug graves is piled. The spoils pile is unsightly and causes erosion and muddy runoff across the drive, as well as damage to turf areas. The code requirement for removal should be enforced.

In a natural burial, the entire volume of soil is returned to the grave, creating a slight mound, which naturally subsides with time and natural decomposition of the body. The soil is not necessarily hidden from sight, as

is required by current code.

Section 13-23 (Minimum Depth of Graves), subsection (a), requires graves be dug to a minimum depth of 5 feet for conventional burials and 3.5 feet for natural burials. The proposed master plan would conform to these requirements.

Subsection (b) allows for soil mounding in natural burials, but requires conventional graves to be filled and leveled with the surrounding area.

Section 13-24 (Grave Liner or Vault Required) requires a grave liner or vault to hold a casket for all graves, excluding natural burials. This section could be redefined to apply only to “conventional in-ground burials” to allow for natural burials, in-ground interment of a cremation urn or box, and above-ground structures.

Under this section, natural burials are only allowed in Old Carrboro Cemetery. This section should be revised to allow natural burials in Westwood Cemetery as well.

b. Review of Existing Cemetery Rules and Procedures

The Consultant Team recommends that the cemetery regulations be reviewed. Cemeteries were historically the first landscaped open spaces, and people would visit cemeteries for family outings and even picnics. While loitering may be prohibited, the Town may want to invite visitors in to enjoy the new site amenities, such as trails and benches. Regulations can be written to enforce a respectful atmosphere while also allowing some recreational use of the space.

Article II General Regulations

Section 13-4 (Disruptive Activity Prohibited) limits the use of any cemetery within the Town to activities consistent “with the use of a cemetery as a cemetery.” Subsections (b), (c), and (f) prohibit recreational access to or use of cemeteries, including driving or parking in a cemetery other than when attending a burial or visiting a grave, dog-walking, and picnicking, jogging, playing games, or other active and passive recreational activities.

With the proposed introduction of walking paths and benches into the cemetery, the Town can choose to invite people into the cemetery to enjoy the landscape and natural area, to pause to rest or contemplate, and to make use of an public green space within the town core. The Town could consider revising this section to allow some recreational access and activities within cemeteries, and to allow private cemeteries to impose more restrictive rules if desired.

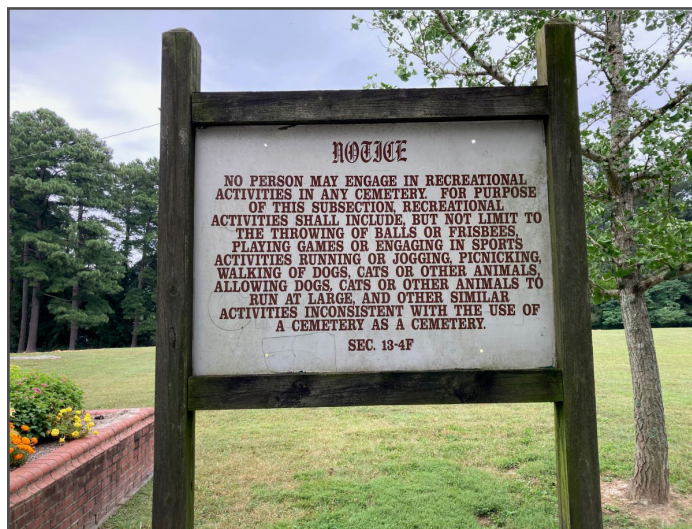


Figure 5 Sign posted in Westwood Cemetery, displaying the current rules against recreational activities. (CVDA)

Section 13-5 (Desecration of Public and Private Cemeteries) protects any cemetery within the Town from desecration from trash or litter and from damage to plants, landscaping, and ornaments.

Only one trash receptacle currently exists on the Westwood Cemetery grounds. Subsection (1) is unclear in its phrasing regarding the use of trash or recycling receptacles and could be revised to encourage their use and to discourage illegal littering and dumping. If more visitors are encouraged to use the cemetery, trash receptacles should be available to them. (Note: the subsections are numbered rather than lettered.)

Dumping is currently a problem along the southern property edge and should be addressed.

Section 13-8 (Trees, Plantings, Landscaping), subsection (a), limits planting, pruning, and removal of any plants in the Town-owned cemeteries to the administrator. The proposed introduction of natural burial sites and a scattering garden increases the complexity of landscaping in grave areas. Families of the deceased who are buried or whose ashes are scattered there may wish to have more direct influence in that landscaping by planting and tending to flowers or shrubs, for example. Subsection (a) could be revised to encourage or allow for more public interaction with plantings.

Site Analysis

a. Introduction

CVDA and subconsultants Terracon Consultants and TWT have completed a site analysis of Westwood Cemetery, reviewing geologic and hydrologic conditions, existing land use, vehicle and pedestrian circulation through the site, site amenities, drainage systems, and landscaping. Terracon's subsurface exploration and geotechnical engineering recommendations will guide future land use, earthwork, and the design and construction of foundations for structures.



Figure 6 Neighborhood context of Westwood Cemetery. (Google Earth)

b. Geotechnical Engineering Services

See Appendix 2 on page 43 for the complete Geotechnical Engineering Report by Terracon Consultants, Inc.

Terracon's geotechnical engineering report presents the results of our subsurface exploration and geotechnical engineering services performed for future site improvements of Westwood Cemetery located at 401 Davie Road in Carrboro, Orange County, North Carolina. The purpose of these services is to provide information and geotechnical engineering recommendations relative to:

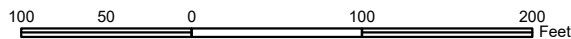
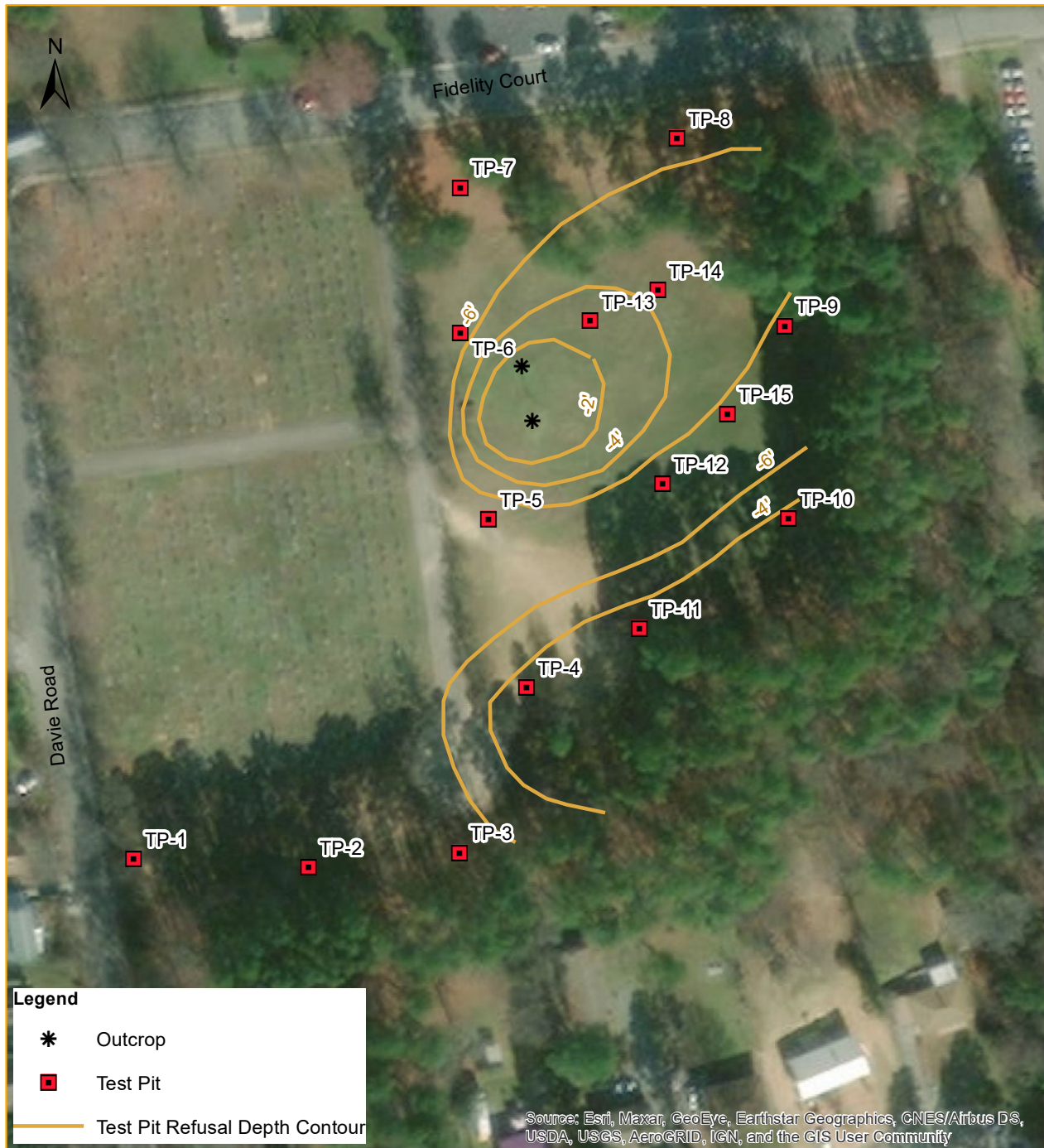
- Subsurface soil conditions
- Groundwater conditions
- Site preparation and earthwork
- Foundation design and construction

Fifteen test pits were excavated. (See Figure 7 on page 9, Exploration Plan.) Test pits TP-4, TP-10, TP-11, TP-13, and TP-14 encountered bedrock refusal at depths less than six feet. Shallow bedrock may limit available usable space for new interment sites. Two locations with granite outcrops were found in the central portion of the site. The majority of the ground surface is relatively flat; however perimeter areas slope moderately downward to the south and east.

EXECUTIVE SUMMARY

The following geotechnical considerations were identified:

- As observed at test pits TP-1, TP-3, and TP-11, a thin, discontinuous layer of existing silty/clayey sand fill is present at scattered locations across the site. Below existing fill (if present), native residual soils were found to consist of silty/clayey sand, which were observed to extend to depths of 3 feet to at least 8 feet below the existing ground surface.
- Test pit excavations encountered backhoe refusal, due to the presence of partially weathered rock (PWR) or intact bedrock, at eight of fifteen test pit locations. Surface contours indicating depth to backhoe refusal is shown on the Exploration Plan. Groundwater was not observed in test pit excavations. Further details regarding subsurface conditions are summarized in Geotechnical Characterization.
- Foundation support of possible small grade level structures, such as columbaria, or other small memorial structures, can be founded upon properly prepared subgrade consisting of soil (residual soils or structural fill), or properly prepared subgrade consisting of PWR/bedrock. The Shallow Foundations section addresses support of the small grade level structures on approved subgrade. Foundation subgrade for any structure should consist entirely of either type of subgrade, and not partially on soil subgrade and partially on PWR/bedrock subgrade. We recommend footing excavations to be inspected by Terracon for suitable preparation of bearing conditions.
- Support of foundations or new earthfill on or above existing fill materials is discussed in this report. However, even with the recommended construction procedures, there is an inherent risk to the owner that compressible fill or unsuitable material within or buried by the fill will not be discovered. This risk of unforeseen conditions cannot be eliminated without completely removing the existing fill, but can be reduced by following the recommendations contained in this report.



PM: MW	Project No. 70205044	 <small>2401 Brentwood Drive, Suite 107 Raleigh, NC 27604 Phone: (919) 873-2211 Fax: (919) 873-9555</small>	Exploration Plan - Aerial	EXHIBIT NO.
Drawn By: MW	Scale: 1 in = 100 ft		Westwood Cemetery	
Checked By: AAN	File Path:		401 Davie Road	
Approved By:	Date: 9/14/2020		Carrboro, North Carolina	

Figure 7 Terracon Test Pit Exploration Plan

To take advantage of the cost benefit of not removing the entire amount of undocumented fill, the owner must be willing to accept the risk associated with building over the undocumented fills following the recommended reworking of the material.

- Terracon should be retained during site earthwork to perform the necessary testing and observations during cut excavation, subgrade preparation, proof-rolling, placement and compaction of controlled fills, and backfilling of excavations to the planned subgrades.

c. Circulation and Access

The cemetery sits at the intersection of two local streets: Fidelity Street runs along the northern border of the cemetery, and Davie Road is the western border. To the south, the cemetery property borders residential backyards. To the east, the property borders a medical office and more residential properties. In the northeast corner of the property is a telecommunications structure and access easement.

Two internal cemetery drives south off of Fidelity Street and east off of Davie Road provide vehicle access. The two drives intersect, and the drive coming south from Fidelity Street extends almost to the property

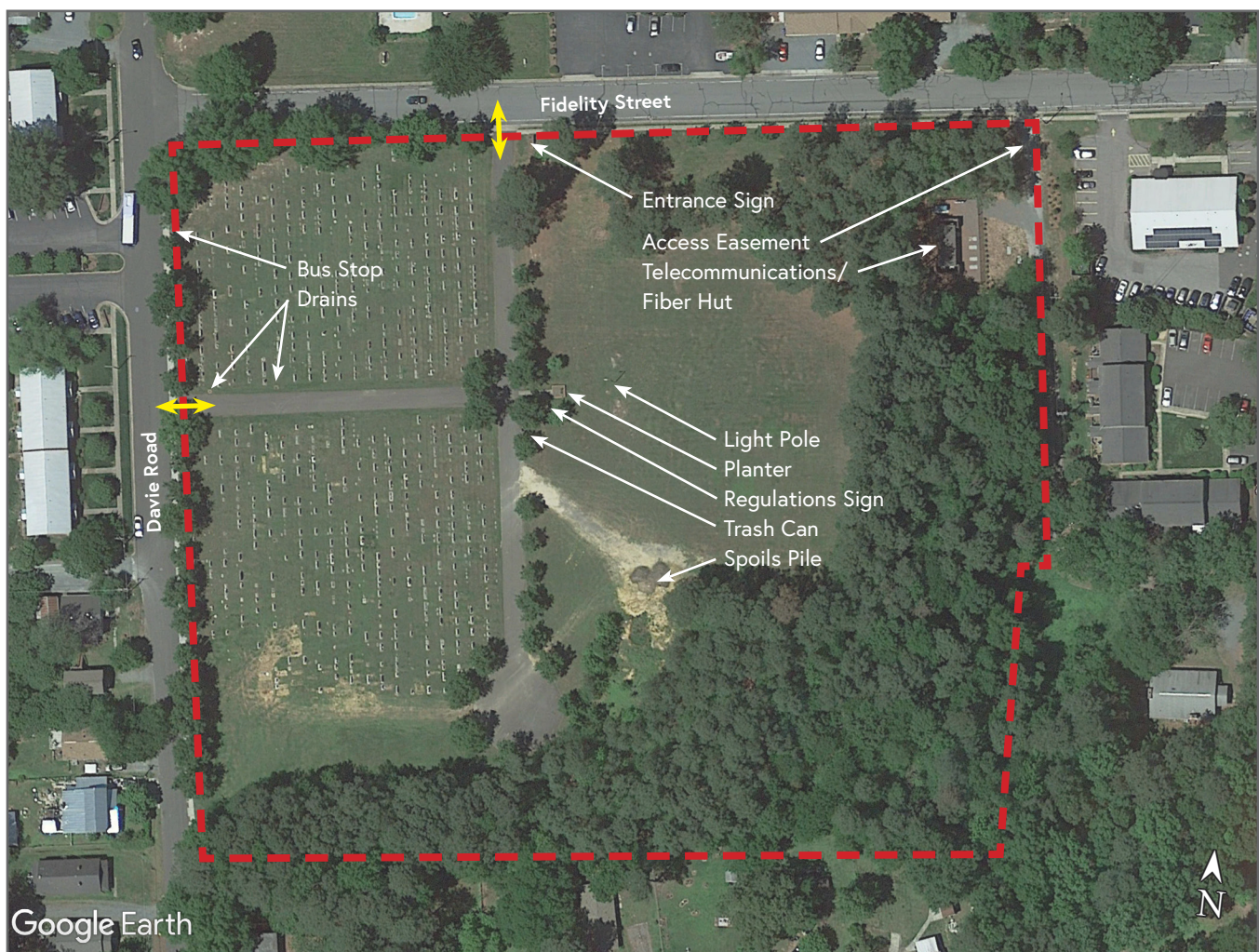


Figure 8 Aerial view of Westwood Cemetery and existing features. (Google Earth)

line and ends in a cul-de-sac or turnaround that extends into Section 3 of the burial grids. The cemetery drives are paved with asphalt, with no curbs, and appear to be recently paved. The driveway entrances are paved differently, and should be consistent. Vehicle parking is available along the drives. The cemetery is bordered by sidewalks along Fidelity Street and Davie Road, but there are no sidewalks or walkways within the cemetery. A bus stop is located on the property across from the apartment complex at 400 Davie Road.



Figure 9 The main entrance to the cemetery, from Fidelity Street, looking south. The spoils pile is visible in the background. (Google)



Figure 10 The entrance to the cemetery from Davie Road, between Sections 1 and 2, showing recent asphalt patching, and the sidewalk and driveway apron. The driveway apron is not separated from the adjacent sidewalk and does not have curbing. The sidewalks do not continue into the cemetery. (CVDA)

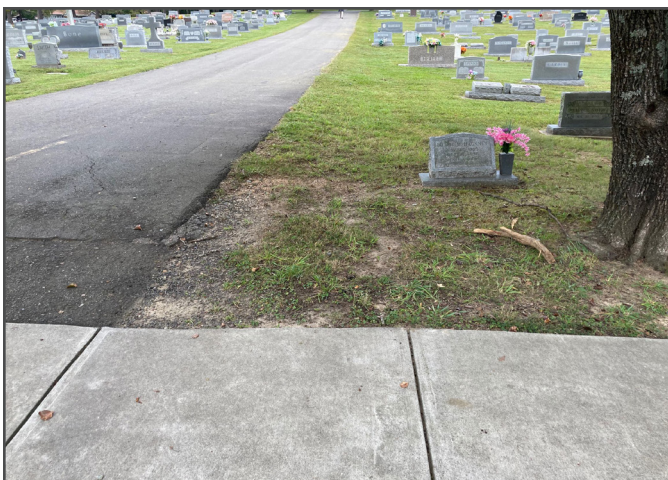


Figure 11 Erosion and root damage are visible along the south side of the driveway apron at Davie Road, in Section 2, looking east. (CVDA)

The cemetery is not fenced. It is open to the adjacent streets, and existing trees are planted quite close to the property line. In some places, the tree roots have caused upheaval damage to the adjacent sidewalks. Town code allows graves to be dug as close as twelve inches to a property line.



Figure 12 Mature trees growing close to the road along the property line have damaged the sidewalk. (CVDA)

d. Spatial Organization, Site Furnishings, and Signage

CVDA visited the site and reviewed the existing amenities and furnishings. There is one monumental sign located on the east side of the Fidelity Street entrance. The sign is constructed with brick and has a granite inset, and there is some cracking in the mortar of the brick joints on top. The base of the sign is surrounded by a timber-edged planter, planted with annual flowers, and a small wooden retaining wall runs along the township sidewalk.



Figure 13 Sign and planter at Fidelity Street entrance, edged with timbers and planted with seasonal flowers. (CVDA)



Figure 14 Timber retaining wall along sidewalk. (CVDA)

The cemetery offers few amenities for visitors. There are no benches or informational signage. In the center of the site, there is a cluster of site furnishings: there is one trash receptacle, which is the Town of Carrboro standard metal drum with a dome top on a swivel. There is one “rules” sign posting the section of the Town of Carrboro code Section 13-4f. Adjacent to the rules sign is a light pole and a small raised brick planter with a water spigot.



Figure 15 (Top left) The only existing trash receptacle is a standard drum with dome lid. (CVDA)

Figure 16 (Top right) The sign posting cemetery regulations. (CVDA)

Figure 17 (Bottom left) The raised brick planter, with yard hydrant. (CVDA)

Figure 18 (Bottom right) The light pole, with planter and sign visible. (CVDA)

e. Wayfinding and Information, Directional Signage, and Interpretation

Other than the entrance sign and the sign stating the cemetery regulations, there is no existing wayfinding or informative signage. As development of the cemetery proceeds additional wayfinding and signage will be required. A mobile application could be used to facilitate grave location. The inventory of burial sites should be continually updated in the Township’s GIS mapping.

f. Drainage Systems

Currently there are two 12"x12" drain inlets along the internal drive that are connected and drain to the west to the underground stormwater system at Davie Road.

A drainage issue exists along Fidelity Street where street tree roots have pushed up the grade near the trees and have caused an area of ponding. There is a drain through the curb near this area, and a small inlet could be installed to connect to that pipe to drain the area.

Soil erosion occurs on-site due to the activities of funeral homes. The unpaved access path to the spoils disposal area has eroded and muddy run-off drains across the internal cul-de-sac drive and into the adjacent burial area.

One other item to note is the four observation wells found on site. The purpose and history of these wells isn't fully determined, but it is believed that the wells were installed to monitor for possible chemical leachate from a former dry cleaning business at 127 Fidelity Street, and that the wells were decommissioned in the late 1990s. The Township Planning or Public Works divisions may have permitting paperwork relating to these wells.

As part of the master planning for the cemetery, the Town should assess the need for professional engineering services to address drainage issues.



Figure 19 Interconnected drain inlets leading to the stormwater system at Davie Road. (CVDA)



Figure 20 On Fidelity Street, tree roots create a ponding issue that could be resolved by connecting an inlet to the existing drain pipe. (CVDA)



Figure 21 Loose soil in the spoils pile erodes in rain storms. This area was graded and cleaned up in November 2020. (CVDA)

g. Landscape

Vegetation

The existing landscaping is composed of Callery pear trees, red maples, crape myrtles and a few oak trees. Mature street trees line Fidelity Street and Davie Road and the north-south internal drive. The condition of many of the trees is poor, and they should be evaluated by an arborist to protect the safety of the public.

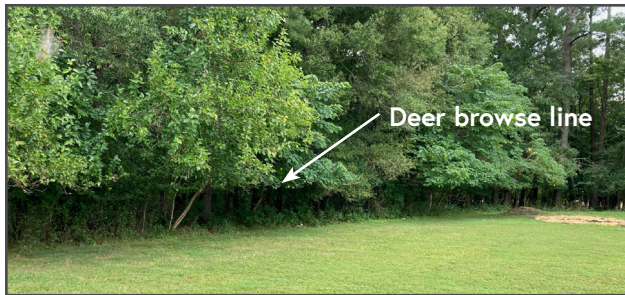


Figure 22 Heavy deer browse is evident in the woodland to the east in Zone 4. (CVDA)

The woodland areas to the east and south are composed of oak trees, southern yellow pine, a few hollies, and Callery pears that have seeded from existing on-site trees. Callery pears are a short-lived species and are considered invasive.

CVDA observes that the overall condition of the turf is marginal. The site is not currently irrigated.



Figure 23 Woodland is mostly open with no understory plants; excavated boulders from graves. (CVDA)



Figure 24 Existing mature pine trees near Fidelity Street in Zone 4. (CVDA)



Figure 25 Mature pear trees along interior drive along edge of Zone 4. (CVDA)



Figure 26 Contractor damage to the turf in Zone 4 and resulting erosion. (CVDA)



Figure 27 Bedrock is visible through the soil at the high point of the site. (TWT)



Figure 28 Tires and household trash in the woodlands in the south of the site. (CVDA)

Soils and Landforms

The site is located on a gentle hill, with the high point near the current location of the light post in the center of the site, in Zone 4. The land slopes downward moderately to the south, with low points in the southeast and southwest corners.

There are granite outcrops visible in the lawn in Zone 4, where the depth to bedrock is very shallow. Test pits excavated by Terracon encountered bedrock refusal at depths less than 6 feet in five locations. Excavated boulders have also been moved into the wooded areas around the edge of the property.

See Appendix 2: Geotechnical Engineering Report by Terracon Consultants, Inc., on page 43 for a detailed investigation of the physical properties of the site.

Burial Spoils Area

The funeral homes that dig the graves have been driving across the turf and piling spoils on site for years. The turf and cemetery sections have been damaged by this activity. Town Code Article V Section 13-21(e) states all excess dirt is to be hauled away and the turf leveled, other than in natural burial areas. The Department of Public Works is working to address this issue.

Dumping

Along the southern property line, there is evidence of dumping, which is prohibited according to Town Code Article II Section 13-5(1). Brush cuttings, lawn waste, and trash cover the ground in the woodland behind the residential properties.

Utilities

The Cemetery is serviced by an overhead electric line for the light pole in Section 4. There are no additional lights.

Currently there is one yard hydrant providing water in the cemetery, at the brick planter in the center of the site. This spigot will need to be relocated and upgraded when the cemetery is expanded.

Plan Options and Opportunities

a. Introduction

Through this process, the Township would like to explore the phased expansion and improvement of the Westwood Cemetery. Currently the burial options at the Cemetery are limited. It is the intent of the master plan to provide a range of burial options. Options would include: in-ground cremains, columbaria, an ossuary with memorial wall, a scattering garden, natural burial plots, and expansion of conventional burial plots. The proposed master plan would also expand public engagement and respectful recreation at the cemetery.

b. Land Use and Master Plan

The existing cemetery is under-utilized. To expand access and utility, it is recommended that a new loop roadway be installed. The new road would form a large “P” loop and eliminate the existing cul-de-sac. The center of the loop road would become a multi-functional area that could include columbaria, memorial

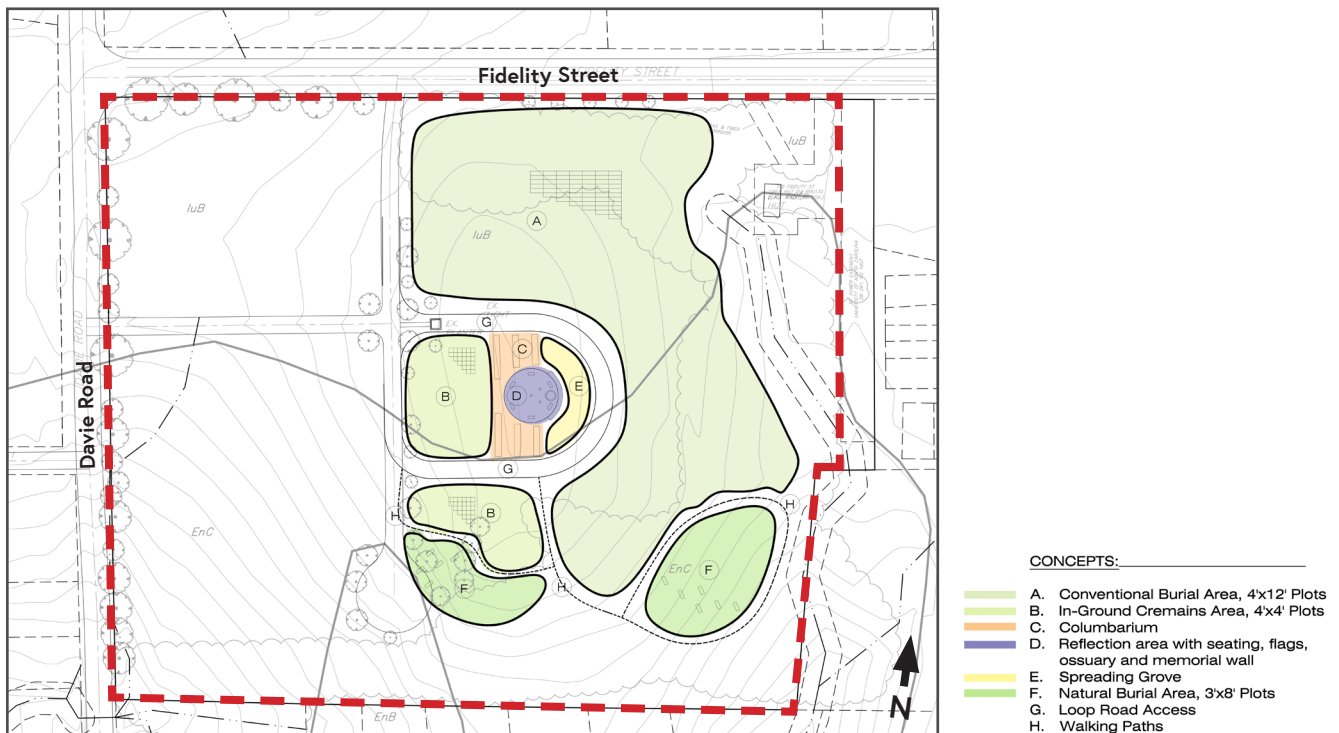


Figure 29 Concept Plan showing proposed land uses and site layout. (CVDA)

wall, in-ground cremains plots, scattering garden, and a ceremony space with benches and flagpoles. The space would be serviced with a yard hydrant and electrical. The ceremony space would be ADA-accessible and provide for cortege parking and wayfinding signage. This new space could also become the site for memorial services and functions on national holidays. A new sign system should be designed to identify the site as well as the burial sections.

c. New Facilities and Features

BURIAL OPTIONS

The space for conventional burial plots is diminishing and existing site features impact the number of available and potential plots. Issues such as depth to bedrock, site layout, and existing site conditions all impact the total number of potential plots. Therefore it is recommended that the Cemetery expand the types of burials permitted to include in-ground cremains, columbaria, a scattering garden with memorial wall, an ossuary, and natural burials in the undisturbed forested portions of the site.



Figure 30 An example of 4' by 4' burial plots for cremated remains. (CVDA)

In-Ground Cremains

Cremation urns are currently allowed to be interred in Westwood Cemetery under Town code, with four cremation urns allowed in one 4' by 12' burial space, with one monument per burial space. Individual in-ground cremation burial spaces require a small plot size (4' by 4') and the depth of the grave is much shallower, at 24 inches. The Town could choose to dedicate an area of shallow depth to bedrock to this type of burial. In Figure 29: Concept Plan on page 17, the areas labeled 'B' near the center of the site are proposed for 1,038 in-ground cremation burial spaces.

Natural Burial

Natural or "green" burial is a method of interment which allows for the natural decomposition of bodies. It does not include embalming bodies, does not require grave liners or vaults, and encourages the use of biodegradable burial containers or wrappings. Conservation of natural resources and habitats, reduction of carbon emissions, lower cost, and protection of worker health are often factors in choosing natural burial. According to the National Funeral Directors Association, nearly 54 percent of Americans are considering a green burial, and 72 percent of cemeteries are reporting increased demand. In October 2018, the Town Council approved natural burials in the Old Carrboro Cemetery and directed staff to prepare a plan to convert some of the un-plotted land in Westwood Cemetery to natural burials.

The carbon footprint of conventional burial is heaviest in the production and materials of the coffin, the concrete vault, and the transportation of materials and people to the cemetery. Natural burials avoid coffins and vaults, and the grave itself is smaller and shallower to dig.

By code, all burial spaces are currently required to be 4' by 12' but nationally green burial spaces can be as small as 3' by 8'. While conventional burial graves must be opened to a minimum depth of 5 feet under Town code, the required depth of the grave in a natural burial is 3.5 feet. Soil may be mounded on a natural grave, with the expectation that it will settle as natural decomposition occurs. Natural burials can be performed in wooded settings, as there is less disturbance of soil than in a conventional burial. The required grave

marker must be of stone and/or bronze and set on a footing of concrete.

In Figure 29: Concept Plan on page 17, the woodland areas labeled 'F' to the south of the site are proposed for 306 natural burial spaces, with asphalt and mulch paths to provide access. The Concept Plan allows for 4' by 12' burial spaces.



Figure 31 A natural burial site in the woods, accessed by a mulch path. (CVDA)



Figure 32 An example of a natural burial, with no casket or vault, and with the soil left visible during the funeral. (Green Burial Council)



Figure 33 The natural burial area in Old Carrboro Cemetery, with mounds of soil visible over newer graves. Burial spaces are 4' x 12' but can be 3' x 8'. (CVDA)

Scattering Garden

Cremated ashes may be scattered over a landscaped areas with perennial ground cover and lightly raked in. A plaque on a memorial wall or another type of marker displays the names of the deceased. Benches are often provided, and landscaping is well maintained. In Figure 29: Concept Plan on page 17, the landscaped area labeled 'E' in the center of the site is proposed for a scattering garden.



Figure 34 An example of a memorial marker in a cremation or scattering garden. (Dignity Memorial)

Ossuary and Memorial Wall

An ossuary is an underground chamber or vault for holding the cremated ashes of the deceased. A raised top with a removable section allows the ashes to be poured into the structure. The names of the deceased are memorialized on a plaque on a memorial wall. Benches are included in the design of the ossuary space. In Figure 29: Concept Plan on page 17, the central area labeled 'D' is proposed for a memorial wall and an ossuary. A flag pole and benches could be installed in this area to create a central gathering space for civic events, such as Veterans Day or Memorial Day.



Figure 35 A stone wall provides a backdrop for the ossuary. An open gathering place with flags and memorials is created. (CVDA)

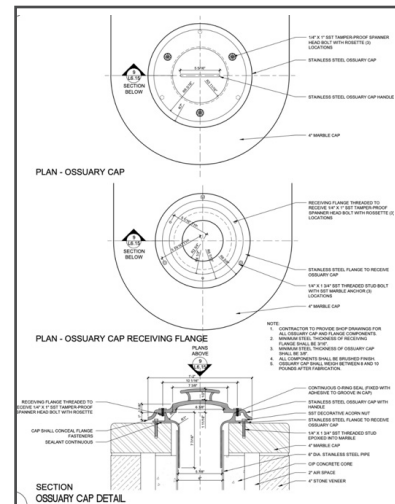


Figure 36 Construction details for an ossuary. (CVDA)

Columbaria

A columbarium is an above-ground vault that holds cremation urns. Usually formed of pre-cast concrete, the structure contains individual niches that can hold up to two or three urns. On the face of the structure, granite covers with plaques label each niche. The top, sides and back can be covered in granite. The structure can be single- or double-sided. In Figure 29: Concept Plan on page 17, the area labeled 'C' in the center of the site is proposed for six columbaria structures, accommodating 300 burial niches in Phase One, and 2400 niches at full build-out.



Figure 37 *Columbaria under construction, with pre-cast concrete niches visible. (CVDA)*



Figure 38 *An 80-niche columbarium, faced in granite, with bronze markers on niches. The granite niche covers are pre-drilled to accept bronze plaques. (CVDA)*



Figure 39 *Another style of columbarium. (CVDA)*

SITE FURNITURE

Additional monuments and commemorative features can be included to memorialize the dead and to allow contemplative space for visitors. Benches allow mourners to linger and create a welcoming environment.

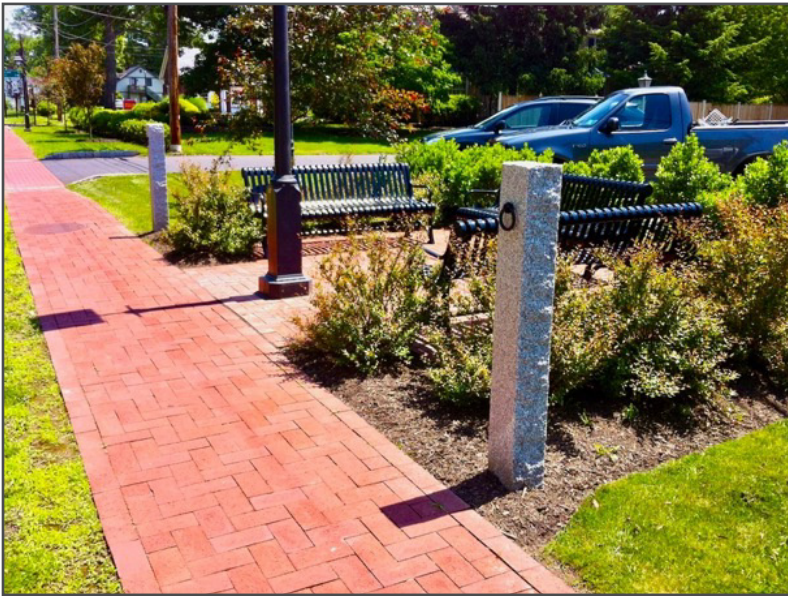


Figure 40 Brick paving on a pedestrian path and a landscaped seating area. (CVDA)



Figure 41 Teak benches, with post lights and wall-mounted path lights. (CVDA)



Figure 42 Granite section marker. (CVDA)



Figure 43 Wayfinding signage. (CVDA)

New signage identifying sections of the cemetery assists visitors in finding graves. Interpretive or informational signage can provide the history of the site.

In the central area of the concept site plan, a gathering area with a flag pole, benches, and paving are proposed.

d. Planting Plan

CVDA suggests hiring a certified arborist to evaluate the health of the existing mature trees, and pruning or removing trees for public safety. Native tree species and crape myrtles to blend with existing trees will be chosen to replace removed or missing trees along the street and internal drives. Evergreens such as American Holly will create screening and year-round interest. A selection of flowering trees, including magnolias and crape myrtles, provide successive seasons of color. A detailed planting plan will be developed as part of the site planning process.

e. Irrigation Plan

Currently the Cemetery is not irrigated. It is questionable whether money is well spent to completely renovate the turf area and then install an irrigation system. The existing lawn hydrant should be relocated and upgraded as part of the site design, to provide a source of water for landscaped areas.

f. Financial Analysis

Westwood Cemetery is currently plotted to accommodate a total of 2,231 burial spaces, of which 328 are still available. Expanding the cemetery with new burial options in addition to new conventional burial plots will increase the capacity of the cemetery to serve the community into the future, as well as improve revenues for the cemetery. Based on geotechnical analysis of the site and an inventory of its existing features, CVDA has proposed a grid plan that provides for an additional 5,200 burials.

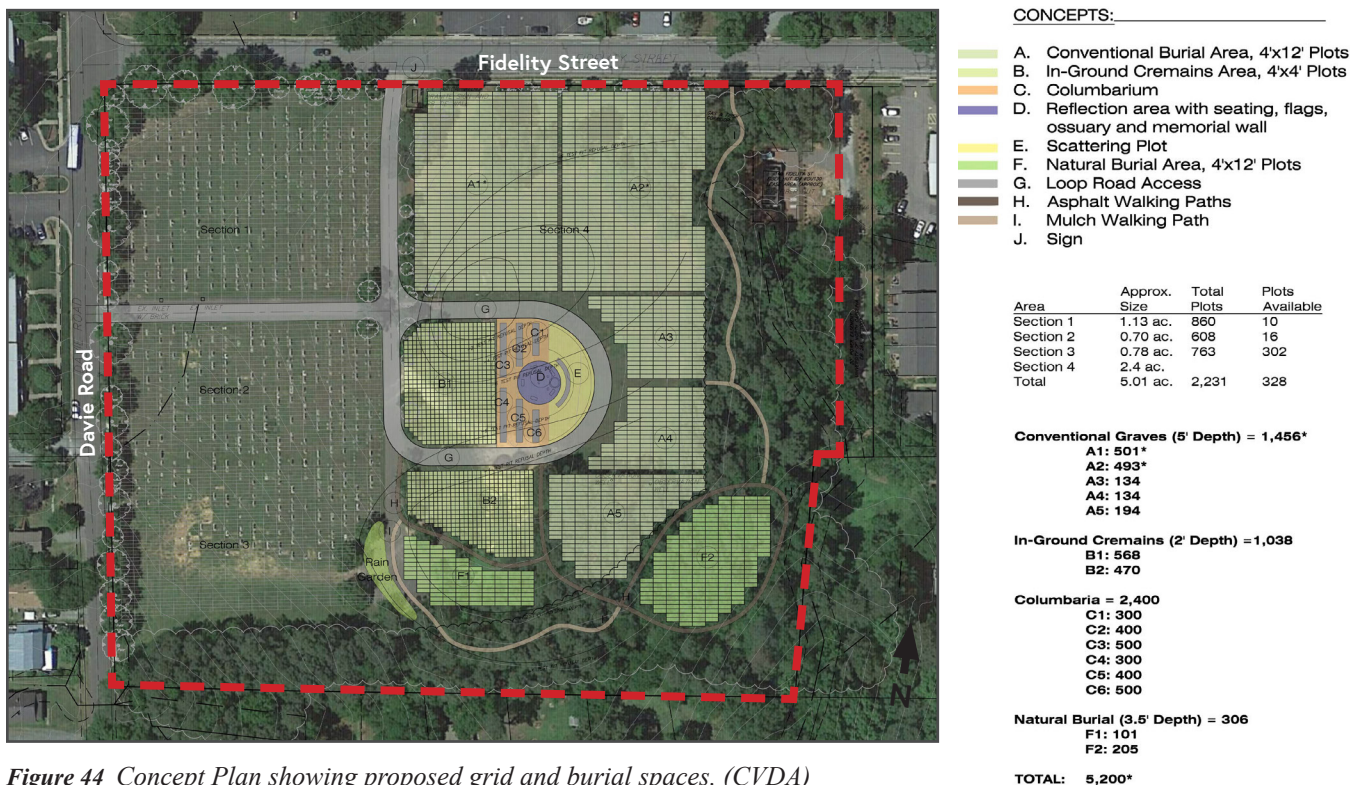


Figure 44 Concept Plan showing proposed grid and burial spaces. (CVDA)

The Consultant Team proposes to divide the project into two phases: Phase One and a complete build-out of the Master Plan. Phase One would include site work, including grading and earthwork, installation of the asphalt drive, a 5'-wide concrete sidewalk, asphalt path, and masonry memorial wall. (See Figure 46: Preliminary Partial Estimate of Probable Cost for TWT's estimate.) Phase One would also include construction of two double-sided columbaria structures, site furnishings, and a new entrance sign at Fidelity Street. The complete build-out of the Master Plan would follow, with more extensive site development and landscaping, as well as the construction of the remainder of the columbaria structures. (See Figure 45: Phased Cost Estimate for the total construction cost estimate.)

The Master Plan proposes areas for conventional burials and new burial options, with the yield of burial spaces for each type of burial option and the associated proposed sales price is outlined in Figure 47: Estimated Revenue Generation. Phase One as proposed could generate revenues of \$3,548,400, while construction costs are estimated at \$375,193. At full build-out of the Master Plan, revenue would be \$7,738,400, with total construction costs of \$1,696,991.

Revenue from plot sales from the previous fiscal years (July to June) are as follows:

FY 2021 - YTD [9/28/2020] - \$15,000

FY 2020 - \$85,500

FY 2019 - \$34,750

FY 2018 - \$49,600

This estimate does not include ongoing maintenance of the site. Currently the Town spends \$800 every two weeks on lawn mowing and trimming. Additional costs for landscape maintenance and lighting may be expected.

Westwood Cemetery Expansion - Phased Cost Estimate

CVDA / TWT

December 2020

	Master Plan				Phase One			
	qty	unit	unit price	total	qty	unit	unit price	total
Columbarium niches	2400	each	\$ 425.00	\$ 1,020,000.00	300	each	\$ 425.00	\$ 127,500.00
Benches	8	each	\$ 1,400.00	\$ 11,200.00	2	each	\$ 1,400.00	\$ 2,800.00
Signs	5	each	\$ 300.00	\$ 1,500.00	3	each	\$ 300.00	\$ 900.00
Ossuary	1	lump sum	\$ 12,000.00	\$ 12,000.00				
Flagpoles	3	lump sum	\$ 23,000.00	\$ 69,000.00				
Landscaping	1	lump sum	\$ 25,000.00	\$ 25,000.00				
Scatter garden curbing	280	linear feet	\$ 80.00	\$ 22,400.00				
Utility work - Water	1	lump sum	\$ 3,000.00	\$ 3,000.00				
Utility work - Electrical	1	lump sum	\$ 12,000.00	\$ 12,000.00				
Entrance sign - Fidelity St.	1	lump sum	\$ 5,000.00	\$ 5,000.00	1	lump sum	\$ 5,000.00	\$ 5,000.00
Subtotal				\$ 1,181,100.00				\$ 136,200.00
Contingency @ 15%			15%	\$ 177,165.00			15%	\$ 20,430.00
Construction Subtotal				\$ 1,358,265.00				\$ 156,630.00
Design fees @ 10%			10%	\$ 135,826.50			10%	\$ 15,663.00
Total				\$ 1,494,091.50				\$ 172,293.00
* Projected Costs - TWT				\$ 202,900.00				\$ 202,900.00
Total Costs - Phase One								\$ 375,193.00
Total Costs - Build-out				\$ 1,696,991.50				

* See TWT Preliminary Partial Estimate of Probable Cost

Figure 45 Estimated costs to expand Westwood Cemetery, with Phase One broken out, including TWT's initial site work construction estimate. (CVDA/TWT)

PRELIMINARY PARTIAL ESTIMATE OF PROBABLE COST¹

Westwood Cemetery - Cemetery Expansion

Town of Carrboro

Orange County, NC

Taylor Wiseman & Taylor

11/4/2020

	DESCRIPTION	UNITS	TOTAL QUANTITY	UNIT COST	EXTENDED COST
1	Demolition ²	LS	1	by Owner	-
2	Memorial Wall (Masonry w/ Brick Face)	SF	280	\$ 32.00	\$ 8,960.00
3	5' Concrete Sidewalk	SF	8,250	\$ 6.75	\$ 55,687.50
4	Asphalt Drive, 20-ft wide, ditch & shoulder Section ³	SY	1,222	\$ 28.00	\$ 34,222.22
5	Asphalt Path, 8-ft wide ⁴	SY	178	\$ 13.50	\$ 2,400.00
6	Earthwork Rough Grading ⁵	CY	5,556	\$ 1.85	\$ 10,277.78
7	Earthwork Fine Grading	CY	2,222	\$ 2.80	\$ 6,222.22
8	Undercut Unstable Soil	CY	75	\$ 50.00	\$ 3,750.00
9	Rock Excavation - Removal by Mechanical Means	CY	100	\$ 175.00	\$ 17,500.00
10	Sedimentation & Erosion Control	LS	1	\$ 7,500.00	\$ 7,500.00
11	Seeding & Mulching	AC	1.38	\$ 2,000.00	\$ 2,754.82
Estimated Construction Cost					\$ 149,300.00
Contingency @ 15%					\$ 22,400.00
Engineering Design Fees					\$ 18,700.00
Utility Relocation Allowance ²					-
Permitting Fees					\$ 1,500.00
Geotechnical Soils Eval. & CMT					\$ 11,000.00
ESTIMATED TOTAL PROJECT COST¹					\$ 202,900.00

NOTES:

¹ PRELIMINARY PARTIAL COST ESTIMATE. Costs are estimated for project bid in 2021, no adjustment for escalation between Fiscal Years is included. Additional Line items and Unit Prices to be provided by Landscape Architect.

² Demolition will be performed by the Town. No Allowance included for utility relocation; some electrical work may be needed for lighting circuit continuity with removed light pole.

³ Asphalt Roadway Section includes compacted subgrade, Compacted 8" Base, 3" Binder Course, and 2" Overlay with ditch and shoulder section.

⁴ Asphalt Path Section includes compacted subgrade, 2" Binder Course, 1" Overlay.

⁵ Assumes 2.5-ft average depth of earthwork across 60,000 SF for volume estimate.

Figure 46 Estimated initial construction costs for Phase One site work. (TWT)

Westwood Cemetery Expansion - Estimated Revenue Generation

CVDA

December 2020

	Master Plan			Phase One		
	Est. Sale Cost	Total Yield	Revenue / Build-out	Est. Sale Cost	Phase 1 Yield	Revenue / Phase 1
In-Ground Grave	\$ 1,200.00	1,456	\$ 1,747,200.00	\$ 1,200.00	1,456	\$ 1,747,200.00
In-Ground Cremain	\$ 800.00	1,038	\$ 830,400.00	\$ 800.00	1,038	\$ 830,400.00
Columbarium Niche	\$ 1,400.00	2,400	\$ 3,360,000.00	\$ 1,400.00	300	\$ 420,000.00
Natural Burial	\$ 1,800.00	306	\$ 550,800.00	\$ 1,800.00	306	\$ 550,800.00
Ossuary	\$ 500.00	2,000	\$ 1,000,000.00			
Scattering Garden	\$ 500.00	500	\$ 250,000.00			
Total			\$ 7,738,400.00			\$ 3,548,400.00
<i>Estimated Construction Cost Phase One</i>						<i>\$ 375,193.00</i>

Figure 47 Estimated revenue generation from expansion of Westwood Cemetery, including estimates of burial site numbers and sales costs.(CVDA)

Definition of Terms

Burial Space A parcel of ground within a cemetery, which can be allocated for the interment of one or more human bodies or cremation urns. Carrboro Code currently defines a space as “having the dimensions of 4 feet by 12 feet, and the usage of each burial space shall be limited to one of the following: (1) the interment of one human body; (2) the interment of one human body and one cremation urn; or (3) the interment of no more than four cremation urns.”

Columbarium An above-ground structure or vault with niches that hold cremation urns.

Conventional Burial A method of interment in which an embalmed body is placed in a casket, and the casketed body is buried in a grave into which a burial vault has previously been placed, or entombed in an above-ground mausoleum.

Cremains The ashes that remain after the cremation of a body.

Marker An identifying plaque installed at ground level at a grave site, or installed on a memorial wall or stone at an columbarium, ossuary, or scattering garden.

Mausoleum A structure substantially exposed above ground used for the entombment of human bodies.

Monument A memorial stone or other structure installed at a grave site.

Natural Burial Also known as “Green burial.” A method of interment which allows for the natural decomposition of bodies. It does not include embalming bodies, does not require grave liners or vaults, and encourages the use of biodegradable burial containers or wrappings. Conservation of natural resources and habitats, reduction of carbon emissions, lower cost, and protection of worker health are often factors in choosing natural burial.

Ossuary A receptacle or vault for holding the ashes or bones of the dead, often of more than one person.

Scattering Garden A landscaped space where cremated ashes may be scattered.

Appendices

Appendix 1. Carrboro Town Code Chapter 13 Cemeteries

Appendix 2. Geotechnical Engineering Report by Terracon Consultants, Inc.

Appendix 3. Site Analysis Plans and Concept Master Plans

Appendix 1. Carrboro Town Code Chapter 13 Cemeteries

CHAPTER 13

CEMETERIES

Article I - Definitions; Application

Section 13-1 Definitions

Section 13-2 Application of Provisions

Article II - General Regulations

Section 13-3 Burial Only in Cemeteries

Section 13-4 Disruptive Activity Prohibited

Section 13-5 Desecration of Public and Private Cemeteries

Section 13-6 Removing or Defacing Monuments and Tombstones

Section 13-7 Hours of Operation

Section 13-8 Trees, Plantings, Landscaping

Sections 13-9 through 13-10 Reserved

Article III - Designation and Sale of Cemetery Lots and Spaces

Section 13-11 Cemetery Map Required

Section 13-12 Purchase of Burial Rights

Section 13-13 Rights of Owner of Certificate of Burial Right

Section 13-14 Speculation in Burial Rights Prohibited

Sections 13-15 through 13-16 Reserved

Article IV - Mausoleums, Monuments, Markers and Coping/Curbs or Fencing

Section 13-17 Mausoleums

Section 13-18 Monuments

Section 13-19 Markers

Section 13-20 Reserved

Section 13-20.1 Installation, Repair or Removal of Monuments

Article V - Burials

Section 13-21 Interment or Disinterment

Section 13-22 Records of Persons Buried Required

Section 13-23 Minimum Depth of Graves

Section 13-24 Grave Liner or Vault Required

Section 13-25 Reserved

Article VI - Penalties and Remedies

Section 13-26 Penalties and Remedies

Article I

13-1

DEFINITIONS; APPLICATION

Section 13-1 Definitions

Unless the context otherwise indicates, the following words shall have the meaning indicated when used in this chapter.

(1) Administrator: The person designated by the manager to perform the functions and exercise the responsibilities assigned by this chapter to the administrator.

(2) Burial Space: A parcel of ground within a cemetery lot having the dimensions of 4 feet by 12 feet, and the usage of each burial space shall be limited to one of the following: (1) the interment of one human body; (2) the interment of one human body and one cremation urn; or (3) the interment of no more than four cremation urns. (Amend. 5/9/89, 1/21/92)

(3) Lot: A plot of ground within the town cemeteries consisting of not more than three (3) burial spaces, as shown on the official cemetery map. (Amend. 5/9/89)

(4) Marker: A plaque installed at ground level at the site of a grave to indicate the name, date of birth, and date of death of the person buried there.

(5) Mausoleum: A structure or building substantially exposed above ground intended to be used for the entombment of remains of a deceased person.

(6) Monument: A memorial stone or other structure erected at a gravesite in remembrance of the dead.

(7) Natural Burial: A method of internment with minimal environmental impact and which aids in the conservation of natural resources, reduction of carbon emissions, protection of worker health, and the restoration and preservation of natural habitats. This method of internment does not include embalming of bodies, does not require grave liners or vaults, encourages the use of biodegradable burial containers, and is intended to the natural decomposition of bodies. Graves used for Natural Burials shall be maintained such that the grave's appearance shall be kept as consistent as practical with the surrounding graves. This burial method may also be referred to as "Green Burial" (Created 10/16/18)

Section 13-2. Application of Provisions

The following sections apply to all cemeteries within the town: Sections 13-3, 13-4, 13-5 and 13-6. The remaining sections of this chapter apply only to cemeteries owned or operated by the town.

Article II

GENERAL REGULATIONS

Section 13-3 Burial Only in Cemeteries

No person may bury or cause to be buried the body of any deceased person within the town limits in any place other than a church cemetery or a cemetery operated by a governmental entity or a private cemetery licensed or specifically exempted from licensing according to the North Carolina Cemetery Act (Article 9 of G.S. Chapter 65).

Section 13-4 Disruptive Activity Prohibited

(a) No person may drive any motor vehicle of any kind in any cemetery except upon the main roads and avenues provided therein for vehicular traffic.

(b) No person may drive any motor vehicle or park any motor vehicle in any cemetery unless in attendance at burial services or otherwise engaged in activities consistent with the use of a cemetery as a cemetery.

(c) No person may take any dog, horse, or other animal into any cemetery or allow any animal to run at large therein. This provision shall not apply to seeing eye dogs when accompanied by a blind person. (Amend. 5/9/89)

(d) No person may intentionally disrupt any funeral service or disturb the quiet and good order of any cemetery by extremely loud or boisterous conduct. Except in the case of military funerals and veterans or military commemorative exercises, no person may carry or discharge firearms in any cemetery.

(e) No person may post or attach any bills, posters, placards, pictures or other form of political or commercial advertising within any cemetery or on the inside or outside of any wall or fence enclosing any cemetery.

(f) No person may engage in recreational activities in any cemetery. For purposes of this subsection, recreational activities shall include, but not be limited to the throwing of balls or frisbees, playing games or engaging in sports activities, running or jogging, picnicking, walking dogs, cats or other animals, allowing dogs, cats, or other animals to run at large, and other similar activities inconsistent with the use of a cemetery as a cemetery. (Amend. 8/11/92)

Section 13-5 Desecration of Public and Private Cemeteries

As provided in G.S. 14-150.1, if any person shall willfully commit any of the acts set forth in the following subdivisions, he shall be guilty of a misdemeanor and shall be fined not more than one-hundred dollars (\$100.00) or imprisoned for not more than thirty days, or both, in the discretion of the court.

(1) Throwing, placing, or putting any refuse, garbage, trash, or articles of similar nature in or on a public or private cemetery where human bodies are interred.

(2) Destroying, removing, breaking, damaging, overturning, or polluting any flower, plant, shrub, or ornament located in any public or private cemetery where human bodies are interred without the express consent of the person in charge of said cemetery.

Provided nothing contained in this section shall preclude operators of such cemeteries from exercising all the powers reserved to them in their respective rules and regulations relating to the care of such cemeteries.

Section 13-6 Removing or Defacing Monuments and Tombstones

As provided in G.S. 14-140, if any person shall, unlawfully and on purpose, remove from its place any monument of marble, stone, brass, wood, or other material, erected for the purpose of designating the spot where any dead body is interred, or for the purpose of preserving and perpetuating the memory, name, fame, birth, age or death of any person, whether situated in or out of the common burying ground, or shall unlawfully and on purpose break or deface such monument, or alter the letters, marks or inscription thereof, he shall be guilty of a misdemeanor. Provided that nothing contained in this section shall preclude operators of public or private cemeteries from exercising all the powers reserved to them in their respective rules and regulations relating to the use and care of such cemeteries.

Section 13-7 Hours of Operation

(a) The town cemetery shall remain open to the public throughout the year from sunrise until sunset.

(b) No person may enter the town cemetery at any time other than the hours of operation established by subsection (a).

Section 13-8 Trees, Plantings, Landscaping

(a) No person may plant, prune, or remove any tree, shrub, flower, grass or other plant of any kind except with the consent of and in accordance with the directions of the cemetery administrator.

(b) The cemetery administrator may enter any lot and remove or trim any tree, shrub, or other plant that encroaches upon any other lot or any walkway, or driveway, or other part of the cemetery.

(c) The cemetery administrator may remove from the cemetery all floral designs, flowers, weeds, or plants of any kind from the cemetery as soon as they deteriorate or otherwise become unsightly.

(d) Artificial flowers used in floral decorations may be used in the cemetery but a limit of two months is established as a reasonable period for use of such decorations. After two months such arrangements will be removed and disposed of by the cemetery administrator.

Sections 13-9 through 13-10 Reserved

Article III

DESIGNATION AND SALE OF CEMETERY LOTS AND SPACES

Section 13-11 Cemetery Map Required

(a) There shall be maintained in the town clerk's office an official cemetery map which shall depict, as accurately as possible, the boundaries of the town cemetery and the location and dimension of all lots and spaces within the cemetery. Natural Burial spaces shall be clearly marked on the cemetery map and the cemetery map shall be amended from time to time in order to ensure that adequate spacing is maintained between Natural Burial lots or spaces. (Amended 10/16/18)

(b) Burial rights in all lots and spaces shall be sold in reference to the official cemetery map.

(c) There shall be maintained by the cemetery administrator an alphabetical list of purchasers of Certificates of Burial Rights and a numerical list of lots sold. (Amend. 5/9/89)

Section 13-12 Purchase of Burial Rights

(a) The town shall sell burial rights in cemetery lots and spaces in accordance with the provisions of this chapter and the schedule of fees set forth in the Miscellaneous Fees and Charges Schedule maintained in the office of the town clerk.

(b) Differential fees shall be charged according to whether the person intended to be buried in the space with respect to which a burial right is purchased is a bona fide resident of or owner of real property within the Town of Carrboro at the time such right is purchased. (Amend. 5/22/84, effective 6/1/84)

(c) (c) A Certificate of Burial Right shall be issued to the person who purchases a burial right. The certificate shall identify the purchaser, the specific lots or spaces to which the certificate applies, the names of the individuals intended to be buried in the spaces purchased, and whether the lots or spaces shall be used for traditional or natural burials. If spaces are intended to be reserved for unborn children or grandchildren of the purchaser, that fact shall be noted on the certificate and such offspring shall be deemed to have the same residency as their parents. If the cremated remains of more than one person are to be located on a single space, the names of all persons whose remains are intended to be located on the space shall be indicated on the certificate. (Amend. 12/11/84, 10/16/18)

(d) The usage of each burial space shall be limited to one of the following: (1) the interment of one human body; (2) the interment of one human body and one cremation urn; or (3) the interment of no more than four cremation urns. (Amend. 5/9/89, 1/21/92)

Section 13-13 Rights of Owner of Certificate of Burial Right

(a) The Certificate of Burial Right transfers no property right to the certificate owner. The Certificate of Burial Right entitles the owner thereof (i.e., the purchaser) to use the designated spaces as a place of burial for the persons named on the certificate, subject to the terms and conditions of this ordinance and subject to the town's authority to operate, regulate, control, and abandon cemeteries. (Amend. 5/9/89)

(b) If the owner of a Certificate of Burial Right desires to change the designation of persons entitled to be buried in the spaces covered by the certificate, he or she may do so by surrendering the old certificate and obtaining a new certificate. Fees will be charged at the then current rate for the spaces being changed, but credit will be given for previous payments with respect to those spaces. In addition, the town will refund, without interest, any sums paid for spaces that the owner of a Certificate of Burial Right no longer wishes to reserve, upon surrender of the Certificate of Burial Right covering those spaces.

(c) Upon the death of the owner of a Certificate of Burial Right, all rights evidenced by such certificate shall pass to the owner's heirs, legatees, or devisees in the same manner as other interests in personal property.

Section 13-14 Speculation in Burial Rights Prohibited

(a) No person may purchase or otherwise acquire any burial right for the purpose of sale or exchange.

(b) No person may sell or exchange any burial right for a profit or gain.

Sections 13-15 through 13-16 Reserved

Article IV

MAUSOLEUMS, MONUMENTS, MARKERS, AND COPING/CURBS OR FENCING

Section 13-17 Mausoleums

No mausoleum, tomb, building, or other structure of any kind shall be erected on any lot within the town's cemeteries, except on lots which may be designated on the plat and plan of the town's cemeteries by the Board of Aldermen as lots to be used exclusively for mausoleums and tombs. (Amend. 5/9/89)

Section 13-18 Monuments (Amend. 5/9/89)

- (a) All monuments shall be bronze and/or stone.
- (b) All monuments shall be placed on a concrete apron which shall extend four (4) inches from each side of the base of the monument and which shall be flush with the ground in order to facilitate monument protection, stability and maintenance.
- (c) No monument may exceed four (4) feet in height.
- (d) The length for single burial space monuments shall not exceed twenty-eight (28) inches.
- (e) A double space monument shall be permitted on two (2) adjacent burial spaces, located side by side. The length for double space monuments shall not exceed seventy-six (76) inches. A double space monument shall be centered on the line between two (2) burial spaces.
- (f) A triple space monument shall be permitted on three (3) adjacent burial spaces, located side by side. The length for the triple space monument shall not exceed one hundred-twenty (120) inches. A triple space monument shall be centered on the second (middle) burial space.
- (g) The width of monuments shall not exceed sixteen (16) inches.
- (h) All monuments shall be placed at the head of the burial space(s) and positioned perpendicular to the burial space(s).
- (i) The foregoing provisions of this section shall not apply to monuments placed prior to the effective date of this section.

Section 13-19 Markers

- (a) All markers shall be of bronze and/or stone. (Amend. 5/9/89)
- (b) A head marker used in place of a monument shall be placed on a concrete apron which shall extend four (4) inches from each side of the base of the head marker and which shall be laid flush with the ground in order to facilitate head marker protection, stability, and maintenance. (Amend. 5/9/89)
- (c) A head marker used in place of a monument shall be laid flush with the ground, shall not exceed two (2) feet in length and one foot in width and shall be placed at the head of the grave, perpendicular to the burial space(s). Only one head marker shall be permitted on each burial space. (Amend. 5/9/89, 1/21/92)
- (d) A foot marker shall be laid flush with the ground, shall not exceed two (2) feet in length and one (1) foot in width and shall be placed at the foot of the grave, perpendicular to the burial space. Only one foot marker shall be permitted on each burial space. (Amend. 5/9/89, 1/21/92)

(e) The foregoing provisions of this section shall not apply to markers placed prior to the effective date of this section. (Amend. 5/9/89)

Section 13-20 Reserved

Section 13-20.1 Installation, Repair or Removal of Monuments (Amend. 5/9/89)

- (a) A monument or marker shall be placed at the burial site within one (1) year of the funeral.
- (b) Should any monument or marker in the town's cemeteries at any time become unsafe, unsightly, or in need of repair or resetting, the cemetery administrator shall notify the owner of the relevant Certificate of Burial Rights of such condition and shall request such person to make any needed repairs under the administrator's supervision.
- (c) Nothing in this section shall obligate the town to place, replace, or repair any monument or marker in the town's cemeteries.

Section 13-20.2 Monuments and Markers on Natural Burial Sites (Created 10/16/18)

Notwithstanding the foregoing provisions of Article IV, Monuments and Markers installed at graves used as Natural Burial sites shall be placed such that they will not be affected by natural sinking of topsoil resulting from the decomposition of the bodies.

Article V

BURIALS

Section 13-21 Interment or Disinterment (Amend. 5/9/89)

- (a) No person shall be interred or disinterred in the town's cemeteries without lawful authority and a written permit issued by the cemetery administrator.
- (b) Application for the permit authorized by this section shall be made at least ten (10) hours prior to the opening of the grave. This application shall be submitted in writing and shall designate the person to be buried.
- (c) No permit shall be issued when the person to be buried is not designated as the person to be buried in the relevant burial space on the current Certificate of Burial Rights maintained by the cemetery administrator. The permit required by this section shall be issued if the application contains the information specified in this section and if all fees and charges authorized by this chapter have been paid.
- (d) No person shall open any grave in a town cemetery other than a licensed funeral director or those employed by such funeral director under the supervision of the cemetery administrator.

(e) Following the digging of a grave, the dirt shall be hidden from public view until after the funeral. Following the funeral, the dirt is to be replaced and sufficiently packed. All excess dirt is to be hauled away and the turf leveled.

Section 13-22 Records of Persons Buried Required

(a) The cemetery administrator shall keep complete and accurate records of the name, age, sex, date of death, and date of burial of every person buried in the town cemetery, as well as the particular space where such person is buried.

(b) The funeral director shall provide the cemetery administrator with a Death Information Certificate within ten (10) days of any burial. (Amend. 5/9/89)

Section 13-23 Minimum Depth of Graves

(a) All graves must be opened to a depth of at least five (5) feet to the bottom thereof. Notwithstanding the foregoing, graves intended for use for a Natural Burial shall be opened to a depth of three and a half (3.5) feet to the bottom thereof.
(Amend. 5/9/89, 10/16/18)

(b) All graves shall be level with the surrounding areas and no mounds shall be allowed. Notwithstanding the foregoing, graves intended for use for a Natural Burial may be covered with a mound and are not subject to the requirement that all graves shall be level with the surrounding areas, except to the extent that the grave's appearance shall be kept as consistent as practical with the surrounding graves. (Amend. 10/16/18)

(c) No grave in town cemeteries shall be dug nearer than twelve (12) inches to any property line. (Amend. 5/9/89)

Section 13-24 Grave Liner or Vault Required

Grave liners or vaults, composed of concrete or a substance of equivalent strength and durability, shall be required for all graves within the town cemetery. No person may bury or cause to be buried the body of any deceased person unless the casket is properly placed within a grave liner or vault. Notwithstanding the foregoing, the Natural Burials shall be permitted in the Old Carrboro Cemetery in conformance with this Chapter. (Amend. 12/11/84, 10/16/18)

Section 13-25 Reserved

Article VI

PENALTIES AND REMEDIES

Section 13-26 Penalties and Remedies

(a) A violation of any of the following provisions shall constitute a misdemeanor, punishable as provided in G.S. 14-4:

Sections 13-3, 13-4, 13-7, 13-8, 13-14, 13-17, 13-18, 12-19, 13- 20, 13-21, 13-23, 13-24 (Amend, 12/11/84, 5/9/89)

(b) Violations of any of the sections listed in subsection (a) shall also subject the offender to a civil penalty of twenty- five dollars (\$25.00). If a person fails to pay this penalty within ten (10) days after being cited for a violation, the town may seek to recover the penalty by filing a civil action in the nature of debt.

(c) The town may seek to enforce this chapter through any appropriate equitable action.

(d) Each day that a violation continues after the offender has been notified of the violation shall constitute a separate offense.

(e) The town may seek to enforce this chapter by using any one or any combination of the foregoing remedies.

Appendix 2. Geotechnical Engineering Report by Terracon Consultants, Inc.



Geotechnical Engineering Report

**Proposed Westwood Cemetery Improvements
Carrboro, Orange County, North Carolina**

September 30, 2020

Terracon Project No. 70205044

Prepared for:

Carter Van Dyke Associates, Inc.
Doylestown, Pennsylvania

Prepared by:

Terracon Consultants, Inc.
Raleigh, North Carolina



September 30, 2020

Carter Van Dyke Associates, Inc.
40 Garden Alley
Doylestown, Pennsylvania 18901



Attn: Mr. Peter R. Fernandez, President
P: (215) 345-5053 x129
E: peter@cvda.com

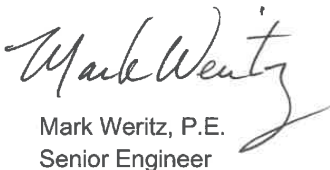
Re: Geotechnical Engineering Report
Proposed Westwood Cemetery Improvements
401 Davie Road
Carrboro, Orange County, North Carolina
Terracon Project No. 70205044

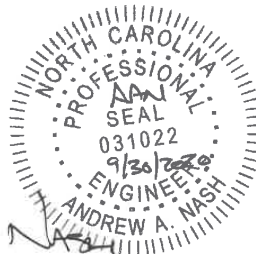
Dear Mr. Fernandez:

We have completed Geotechnical Engineering services for the above referenced project. This study was conducted in general accordance with Terracon Proposal No. P70205044 dated July 14, 2020. This report presents the findings of the subsurface exploration and provides geotechnical recommendations concerning site improvements for the cemetery.

We appreciate the opportunity to be of service to you on this project. If you have any questions concerning this report, or if we may be of further service, please contact us.

Sincerely,
Terracon Consultants, Inc.


Mark Weritz, P.E.
Senior Engineer


Andrew A. Nash, P.E.
Geotechnical Manager
Registered, NC 031022

Terracon Consultants, Inc. 2401 Brentwood Road Raleigh, North Carolina 27604
P [919] 873 2211 F [919] 873 9555 terracon.com North Carolina Registered F-0869

Environmental Facilities Geotechnical Materials



REPORT TOPICS

EXECUTIVE SUMMARY 1

INTRODUCTION..... 2

SITE CONDITIONS..... 3

PROJECT DESCRIPTION..... 3


GEOTECHNICAL CHARACTERIZATION..... 4

GEOTECHNICAL OVERVIEW 5

EARTHWORK..... 6

SHALLOW FOUNDATIONS..... 10

GENERAL COMMENTS..... 14

Note: This report was originally delivered in a web-based format. **Orange Bold** text in the report indicates a referenced section heading. The PDF version also includes hyperlinks which direct the reader to that section and clicking on the  logo will bring you back to this page. For more interactive features, please view your project online at client.terracon.com.

ATTACHMENTS

- EXPLORATION AND TESTING PROCEDURES
- SITE MAP AND EXPLORATION PLANS
- EXPLORATION RESULTS (Test Boring Logs, Laboratory Data, and GPR Results)
- SUPPORTING INFORMATION (General Notes and Unified Soil Classification System)

Responsive ■ Resourceful ■ Reliable

Geotechnical Engineering Report

Proposed Westwood Cemetery Improvements ■ Carrboro, Orange County, North Carolina
September 30, 2020 ■ Terracon Project No. 70205044



EXECUTIVE SUMMARY

The following geotechnical considerations were identified:

- As observed at test pits TP-1, TP-3, and TP-11, a thin, discontinuous layer of existing silty/clayey sand fill is present at scattered locations across the site. Below existing fill (if present), native residual soils were found to consist of silty/clayey sand, which were observed to extend to depths of 3 feet to at least 8 feet below the existing ground surface.
- Test pit excavations encountered backhoe refusal, due to the presence of partially weathered rock (PWR) or intact bedrock, at eight of fifteen test pit locations. Surface contours indicating depth to backhoe refusal is shown on the Exploration Plan. Groundwater was not observed in test pit excavations. Further details regarding subsurface conditions are summarized in **Geotechnical Characterization**.
- Foundation support of possible small grade level structures, such as columbariums, or other small memorial structures, can be founded upon properly prepared subgrade consisting of soil (residual soils or structural fill), or properly prepared subgrade consisting of PWR/bedrock. The **Shallow Foundations** section addresses support of the small grade level structures on approved subgrade. Foundation subgrade for any structure should consist entirely of either type of subgrade, and not partially on soil subgrade and partially on PWR/bedrock subgrade. We recommend footing excavations to be inspected by Terracon for suitable preparation of bearing conditions.
- Support of foundations or new earthfill on or above existing fill materials is discussed in this report. However, even with the recommended construction procedures, there is an inherent risk to the owner that compressible fill or unsuitable material within or buried by the fill will not be discovered. This risk of unforeseen conditions cannot be eliminated without completely removing the existing fill, but can be reduced by following the recommendations contained in this report. To take advantage of the cost benefit of not removing the entire amount of undocumented fill, the owner must be willing to accept the risk associated with building over the undocumented fills following the recommended reworking of the material.
- Terracon should be retained during site earthwork to perform the necessary testing and observations during cut excavation, subgrade preparation, proof-rolling, placement and compaction of controlled fills, and backfilling of excavations to the planned subgrades.
- The **General Comments** section provides a description of report limitations.

Geotechnical Engineering Report

Proposed Westwood Cemetery Improvements ■ Carrboro, Orange County, North Carolina
September 30, 2020 ■ Terracon Project No. 70205044



Geotechnical Engineering Report
Proposed Westwood Cemetery Improvements
401 Davie Road
Carrboro, Orange County, North Carolina
Terracon Project No. 70205044
September 30, 2020

INTRODUCTION

This report presents the results of our subsurface exploration and geotechnical engineering services performed for future site improvements of Westwood Cemetery located at 401 Davie Road in Carrboro, Orange County, North Carolina. The purpose of these services is to provide information and geotechnical engineering recommendations relative to:

- Subsurface soil conditions
- Groundwater conditions
- Site preparation and earthwork
- Foundation design and construction

The geotechnical engineering scope of services for this project included the excavation of fifteen test pits and geophysical exploration by ground penetrating radar (GPR).

Maps showing the site and exploration locations are shown in the **Site Map** and **Exploration Plan** sections, respectively. Results of the laboratory testing performed on soil samples obtained from the site during the field exploration are included on the boring and test pit logs in the **Exploration Results** section of this report.



Geotechnical Engineering Report

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**SITE CONDITIONS**

The following description of site conditions is derived from our site visits in association with the field exploration and our review of publicly available geologic and topographic maps.

Item	Description
Location	401 Davie Road, Carrboro, North Carolina. The cemetery is an 8.7-acre parcel located at the southeast corner of the intersection of Davie Road and Fidelity Street. 35.911° latitude, -79.083° longitude
Existing Improvements	The northwestern and west-central portions of the cemetery are actively used and are occupied with grave sites. The Zone 3 area (0.5 acre-southwestern portion) and the Zone 4 area (2.4 acre-eastern portion) are currently inactive.
Current Ground Cover	Most of the ground surface is covered with grass turf. Some scattered mature trees are located around the cemetery perimeter. Granite outcrops are located within the central portion of the site.
Existing Topography	The majority of the ground surface is relatively flat; however, perimeter areas slope moderately downward to the south and east.

PROJECT DESCRIPTION**Project Information**

Our current understanding of the project conditions is as follows:

Item	Description
Project Description	Within Zones 3 and 4, we understand that the Town is considering layout of new interment sites, and possible construction of other memorial features. Shallow bedrock, however, may limit available usable space for new interment sites.
Proposed Structures or Improvements	New structures may include columbariums (small precast concrete memorial structures with urn niches) or other similar, but small memorial structures. New site features may include green burial areas (burial areas in ungraded wooded areas) or small cremains grave areas. New paths or walkways may also be included in new site features.
Finished Floor Elevation	Unknown
Maximum loads	Unknown, but wall loads are assumed to be less than 2 klf.
Maximum allowable movement	Total: 1-inch Differential: ½ inch over 50 feet

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Item	Description
Grading	Proposed grading has not been provided but is expected to be minimal. Site grading is assumed to include cut and fill depths of less than 2 feet. Grave excavations are anticipated to be 6 feet.

GEOTECHNICAL CHARACTERIZATION**Site Geology**

The project site is located in the Piedmont Physiographic Province, an area underlain by igneous and metamorphic bedrock. Residual soils in this area are the product of in-place physical and chemical weathering of native bedrock. The typical residual soil profile consists of clayey soils near the surface where soil weathering is more advanced, underlain by clayey/silty sands that generally become denser with depth to the top of parent bedrock. According to the *1985 Geologic Map of North Carolina*, bedrock at the site is described as foliated to massive granite. Granite outcrops are present in the central portion of project site.

Residual soils derived from in-place weathering of parental bedrock generally transition from soil to rock gradually over a vertical distance of a few feet to tens of feet. This transitional zone is termed “partially weathered rock (PWR),” which is defined for engineering purposes as residual bedrock material that can be drilled with soil drilling methods and exhibits standard penetration test values in excess of 100 blows per foot.

Subsurface Profile

We developed a general characterization of the subsurface soil and groundwater conditions based upon our review of the data and our understanding of the geologic setting and planned construction. The geotechnical characterization forms the basis of our geotechnical calculations and evaluation of site preparation, foundation options and pavement options. As noted in **General Comments**, the characterization is based upon widely spaced exploration points across the site, and variations are likely. The following table provides our geotechnical characterization.

Stratum	Approximate Depth to Bottom of Stratum	Material Description	Estimated Density
1	1.5 to 3.5 (Test Pits TP-1, TP-3, & TP-11)	Existing Fill: Silty Sand (SM) to Clayey Sand (SC)	loose to medium dense
2	3.0 to greater than 8.0	Silty Sand (SM) to Clayey Sand (SC)	medium dense to very dense (contains zones of PWR, cobbles & boulders)
3	Top of Unweathered Bedrock	Granite Bedrock	very hard

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Conditions encountered at each test pit location are indicated on individual logs in the attached **Exploration Results**. Stratification boundaries on logs represent the approximate location of changes in native soil types; in situ, the transition between materials may be gradual.

Groundwater Conditions

Test pit excavations were observed during excavation for the presence and level of groundwater. Groundwater was not observed in test pits during the time interval that excavations were open.

Groundwater level fluctuations occur due to seasonal variations in the amount of rainfall, runoff and other factors not evident at the time the test pits were performed. Therefore, groundwater levels during construction or at other times in the life of the structure may be higher or lower than the levels indicated on the boring logs. The possibility of groundwater level fluctuations should be considered when developing the design and construction plans for the project.

GEOTECHNICAL OVERVIEW

As observed at test pits TP-1, TP-3, and TP-11, a thin, discontinuous layer of existing silty/clayey sand fill is present at scattered locations across the site. Below existing fill (if present), native residual soils were found to consist of silty/clayey sand. Native residual soils were observed to extend to depths of 3 feet to at least 8 feet below the existing ground surface.

Test pit excavations encountered backhoe refusal at eight of fifteen test pit locations. Backhoe refusal (test pit refusal) was likely encountered at or near the interface between very dense soil and least dense PWR. Contours indicating depth to backhoe refusal is shown on the Exploration Plan. Groundwater was not observed in test pit excavations. Further details regarding subsurface conditions are summarized in **Geotechnical Characterization**.

The site was also explored by Ground Penetrating Radar (GPR), which is an exploration method that provides a continuous, high resolution graphical cross-section depicting variations in the electrical properties of the shallow subsurface. GPR results appeared to be affected by the presence of cobbles and boulders within the upper portion of the soil profile. The interpreted bedrock surface estimated by GPR methods, therefore, tends to be higher than what was observed in test pits. GPR results do confirm the absence of shallow bedrock in the southwest corner of the project site. Results of the GPR exploration, as interpreted by the geophysicist, are presented in the **Exploration Results**. Results of test pit information should be relied to be more accurate, or representative, than GPR results.

Foundation subgrade for possible small grade level structures, such as columbariums, or other small memorial structures, can be founded upon properly prepared subgrade consisting of residual soils, or properly prepared subgrade consisting of PWR/bedrock. The **Shallow Foundations** section addresses support of the small grade level structures on approved subgrade

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consisting of soil, or PWR/bedrock. Foundation subgrade for any structure should consist entirely of either type of subgrade, and not partially on soil subgrade and partially on PWR/bedrock subgrade. We recommend footing excavations to be inspected by Terracon for suitable preparation of bearing conditions.

Excavations for individual graves may encounter zones of PWR, granite boulders, or intact granitic bedrock. Excavation equipment larger than a Case 580N backhoe may be required to extend deeper into most PWR material, or excavate boulders. Rock excavation methods, such as hydraulic hammering, ripping, or drilling and blasting will be required to extend excavations into very dense PWR or intact granitic bedrock.

Placement of new structural fill, or preparation of foundation subgrade, should not be conducted on existing fill without proper exploration or evaluation by the geotechnical engineer. This risk of unforeseen conditions cannot be eliminated without completely removing existing fill, but can be reduced by following the recommendations contained in this report. To take advantage of the cost benefit of not removing the entire amount of undocumented fill, the owner must be willing to accept the risk associated with building over the undocumented fills following the recommended reworking of the material.

EARTHWORK

The following presents recommendations for development of specifications for site preparation, excavation, subgrade preparation and placement of engineered fills for the project. The recommendations presented for design and construction of earth-supported elements including shallow foundations are contingent upon following the recommendations outlined in this section.

Earthwork on the project should be observed and evaluated by Terracon personnel. The evaluation of earthwork should include observation of cut excavations and testing of engineered fill, and subgrade preparation.

Site Preparation

Prior to placing structural fill, existing vegetation, root mat, and other unwanted utilities, structures or materials should be removed. After site stripping, we recommend proof-rolling exposed soil in areas to receive fill or areas of earth cut. Proof-rolling should be performed with a minimum 10-ton truck. Proof-rolling operations should be observed by a representative of Terracon and should be performed after a suitable period of dry weather to avoid degrading an otherwise acceptable subgrade and to reduce the amount of remedial work required.

If the exposed soil surface exhibits excessive deflection, pumping, or rutting under the proof-rolling operation, we recommend over-excavation of soft/unstable soil and replacement with suitable compacted structural fill or crushed stone. The extent to which over-excavation and

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replacement will be required will likely be reduced if site preparation and earthwork are performed during warmer and drier periods of the year. Additional recommendations for site stabilization will depend on the location of the instability and should be provided by the Geotechnical Engineer based on observations at the time of construction.

Existing Fill

As noted in **Geotechnical Characterization**, test pits encountered existing fill up to a depth of 3.5 feet below existing grade at three of the fifteen test pit locations. Support of foundations or placement of new earth fill on or above existing fill soils is discussed in this report. However, even with the recommended construction procedures, there is an inherent risk for the owner that compressible fill or unsuitable material within or buried by the fill will not be discovered. This risk of unforeseen conditions cannot be eliminated without completely removing the existing fill, but can be reduced by recommendations contained in this report.

Excavation Conditions

We anticipate that most soil material can be excavated with conventional earth moving equipment. Large excavation equipment, or bedrock excavation methods, may be required for excavations to extend into moderately dense PWR, or intact bedrock. All temporary excavations that may be required during construction should comply with applicable local, state and federal safety regulations, including the current OSHA Excavation and Trench Safety Standards to provide stability and safe working conditions.

PWR was encountered at this site. Mass excavation of dense PWR may require excavation equipment with ripper teeth or may require blasting. If PWR and/or rock are encountered in open cut areas, the least dense PWR material can typically be excavated from open cuts by ripping with a single-tooth ripper pulled by a Caterpillar D-8 or equivalent bulldozer. Moderately dense to very dense PWR material and rock, if encountered, will likely require blasting or hydraulic hammers to effectively excavate. The PWR excavated at the site can be used as fill in other areas of the site only if the material is thoroughly processed with maximum particle sizes smaller than 3 inches, and thoroughly blended with soil to fill voids

Water was not observed in test pit excavations at times of excavation; however, dewatering of any excavations may be required during prolonged periods of wet weather. Most dewatering can be accomplished with sumps and pumps.

Fill Material Types

Engineered fill should consist of approved materials, free of organic material, debris and particles larger than about 3 inches. The maximum particle size criteria may be relaxed by the geotechnical engineer of record depending on construction techniques, material gradation, allowable lift

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thickness and observations during fill placement. Soil for use as engineered fill material should conform to the following specifications:

Fill Material ¹	USCS Classification	Acceptable Location for Placement
On-Site Soils or Imported Soils (min. 20% fines)	SM, SC, CL, ML	All locations and elevations
Sand / Gravel with less than 10% fines	GW/GP, SW/SP	NCDOT ABC – suitable beneath pavement sections and floor slabs

1. Controlled, compacted fill should consist of approved materials that are free of organic matter and debris. A sample of each material type should be submitted to the geotechnical engineer for evaluation.

Fill Compaction Requirements

Structural and general fill should meet the following compaction requirements.

Item	Description
Fill Lift Thickness	9-inches or less in loose thickness (4-inch to 6-inch lifts when hand-operated equipment is used).
Structural Fill Compaction Requirements¹	Minimum of 95% of the material's standard Proctor maximum dry density (ASTM D698). The top lift of engineered fill should be compacted to a minimum of 98% of the material's standard Proctor maximum dry density (ASTM D698).
General Fill Compaction Requirements¹	Minimum of 92% of the material's standard Proctor maximum dry density (ASTM D698).
Moisture Content	Within the range of -2% to +3% of optimum moisture content as determined by the standard Proctor test at the time of placement and compaction.

1. Engineered fill should be tested for moisture content and compaction during placement. If in-place density tests indicate the specified moisture or compaction limits have not been met, the area represented by the tests should be reworked and retested as required until the specified moisture and compaction requirements are achieved.

Grading and Drainage

Adequate positive drainage should be provided during construction and maintained throughout the life of site features. Surface water drainage should be controlled to prevent undermining of fill slopes and structures during and after construction. Exposed ground should be sloped and

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maintained at a minimum 5 percent away from site features for at least 10 feet beyond its perimeter.

Gutters and downspouts that drain water a minimum of 10 feet beyond the footprint of the proposed structures are recommended. This can be accomplished through the use of splash-blocks, downspout extensions, and flexible pipes that are designed to attach to the end of the downspout. Flexible pipe should only be used if it is daylighted in such a manner that it gravity-drains collected water. Splash-blocks should also be considered below hose bibs and water spigots.

It is recommended that all exposed earth slopes be seeded to provide protection against erosion as soon as possible after completion. Seeded slopes should be protected until the vegetation is established.

Earthwork Construction Considerations

Residual soils can be moisture sensitive and will lose strength and stability and will become difficult to adequately compact as their moisture content increases. Performing site earthwork between during dryer times of the year (typically between June and October) will likely reduce the potential for earthwork problems associated with wet soil.

Performing site preparation and earthwork at other times of the year increases the potential for having to perform remedial work on the subgrade soil. Construction traffic over wet subgrades should be avoided to the extent practical. The site should also be graded to prevent ponding of surface water on the prepared subgrades. If the subgrade should become, desiccated, saturated, or disturbed, the affected material should be removed or these materials should be scarified, moisture conditioned, and re-compacted. The use of lime treatment generally reduces the plasticity of clays and silts, makes them less susceptible to moisture fluctuations, and may make them more workable during wetter periods of the year.

Upon completion of filling and grading, care should be taken to maintain the subgrade moisture content prior to construction of floor slabs and pavements. Construction traffic over the completed subgrade should be avoided to the extent practical. The site should also be graded to prevent ponding of surface water on the prepared subgrades or in excavations. If the subgrade should become frozen, desiccated, saturated, or disturbed, the affected material should be removed or these materials should be scarified, moisture conditioned, and recompact prior to floor slab and pavement construction and observed by Terracon.

Surface water should not be allowed to pond and soak into the soil during construction. Construction staging should provide drainage of surface water and precipitation away from the building and pavement areas. Any water that collects over or adjacent to construction areas should be promptly removed, along with any softened or disturbed soils. Surface water control in

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the form of sloping surfaces, drainage ditches and trenches, and sump pits and pumps will be important to avoid ponding and associated delays due to precipitation and seepage.

All excavations should be sloped or braced as required by OSHA regulations to provide stability and safe working conditions. Temporary excavations will probably be required during grading operations. The grading contractor, by his contract, is usually responsible for designing and constructing stable, temporary excavations and should shore, slope or bench the sides of the excavations as required to maintain stability of both the excavation sides and bottom. All excavations should comply with applicable local, state and federal safety regulations, including the current Occupational Health and Safety Administration (OSHA) Excavation and Trench Safety Standards.

Construction site safety is the sole responsibility of the contractor who controls the means, methods and sequencing of construction operations. Under no circumstances shall the information provided herein be interpreted to mean that Terracon is assuming any responsibility for construction site safety or the contractor's activities; such responsibility shall neither be implied or inferred.

Construction Observation and Testing

Earthwork efforts should be monitored under the direction of the Geotechnical Engineer. Monitoring should include documentation of adequate removal of vegetation and topsoil, observation of cut excavations, proof-rolling and mitigation of areas delineated by the proof-roll to require mitigation.

Each lift of compacted fill should be tested, evaluated, and reworked as necessary until approved by the Geotechnical Engineer prior to placement of additional lifts. Each lift of fill should be tested for density and water content at a frequency indicated in this section.

In areas of foundation excavations, the bearing subgrade should be evaluated under the direction of the Geotechnical Engineer. In the event that unanticipated conditions are encountered, the Geotechnical Engineer should prescribe mitigation options.

In addition to the documentation of the essential parameters necessary for construction, the continuation of the Geotechnical Engineer into the construction phase of the project provides the continuity to maintain the Geotechnical Engineer's evaluation of subsurface conditions, including assessing variations and associated design changes.

SHALLOW FOUNDATIONS

Small ground level structures, such columbariums or other small memorial structures, with total wall loads less than 2 kips per foot, can be supported on shallow wall or spread footings bearing

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on residual soil, or backhoe refusal grade (PWR or intact granitic bedrock). If foundations are expected to bear on PWR or intact bedrock, some removal of PWR or intact bedrock may be required to prepare a level bearing surface. Removal of PWR or intact bedrock may require bedrock excavation methods as described in this report. Provided that foundation subgrade has been prepared in accordance with the requirements noted in **Earthwork**, the following design parameters are applicable for shallow foundations.

Foundation Design Recommendations

Description	Value
Net allowable soil bearing capacity, soil ¹	3,000 psf
Net allowable bearing capacity, PWR/bedrock (backhoe refusal grade) ¹	6,000 psf
Minimum embedment below lowest adjacent finished grade for frost protection and protective embedment ²	18 inches
Minimum width for continuous wall footings	16 inches
Minimum width for isolated column footings	24 inches
Approximate total settlement ³	Up to 1 inch
Estimated differential settlement ³	Less than L/500 along walls. Less than ½ inch over 50 feet between interior columns.
Passive Lateral Resistance	300 pcf (unfactored)
Coefficient of Friction	0.35 (unfactored)

1. The recommended net allowable bearing pressure is the pressure in excess of the minimum surrounding overburden pressure at the footing base elevation.
2. The footing embedment depth recommended exceeds the frost depth for the area. Footings should be embedded at least 12 inches to provide protective embedment.
3. The actual magnitude of settlement that will occur beneath the foundations would depend upon the variations within the subsurface soil profile, the structural loading conditions and the quality of the foundation excavation. The estimated total and differential settlements listed assume that the foundation related earthwork and the foundation design are completed in accordance with our recommendations.

The allowable foundation bearing pressures apply to dead loads plus design live load conditions. The design bearing pressure may be increased by one-third when considering total factored loads that include wind or seismic conditions. The weight of the foundation concrete below grade may be neglected in dead load computations.

Footings, foundations, and masonry walls should be reinforced as necessary to reduce the potential for distress caused by differential foundation movement. The use of control joints at openings or other discontinuities in masonry walls is recommended.

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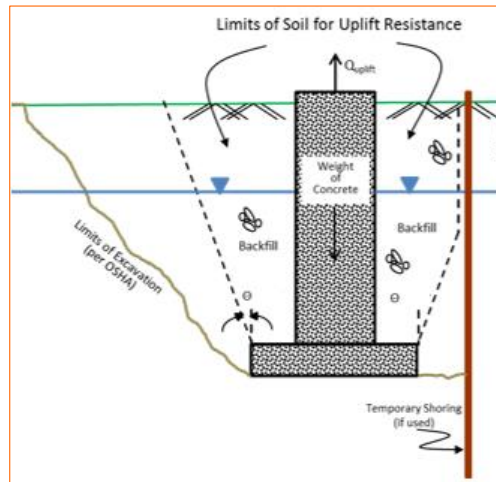


A representative of the geotechnical engineer should be retained at this time to carefully evaluate the foundation excavations through a combination of hand auger borings, dynamic cone penetrometer (DCP) testing, and probing. The materials within a depth of at least 4 feet below foundation bearing elevations should be evaluated. Soft, loose, or otherwise unsuitable materials, if encountered, should be over-excavated and replaced with compacted engineered fill. If the subsurface conditions encountered differ from those presented in this report, supplemental recommendations will be required.

If existing fill is found below the proposed foundation the hand auger and DCP should be extended to residual soils. In areas where existing fill remains under the proposed building the frequency of testing should be increased.

Design Parameters - Uplift Loads

Uplift resistance of spread footings can be developed from the effective weight of the footing and the overlying soils. As illustrated on the subsequent figure, the effective weight of the soil prism defined by diagonal planes extending up from the top of the perimeter of the foundation to the ground surface at an angle, θ , of 20 degrees from the vertical can be included in uplift resistance. The maximum allowable uplift capacity should be taken as a sum of the effective weight of soil plus the dead weight of the foundation, divided by an appropriate factor of safety. A maximum total unit weight of 115 pcf should be used for the backfill. This unit weight should be reduced to 53 pcf for portions of the backfill or natural soils below the groundwater elevation.



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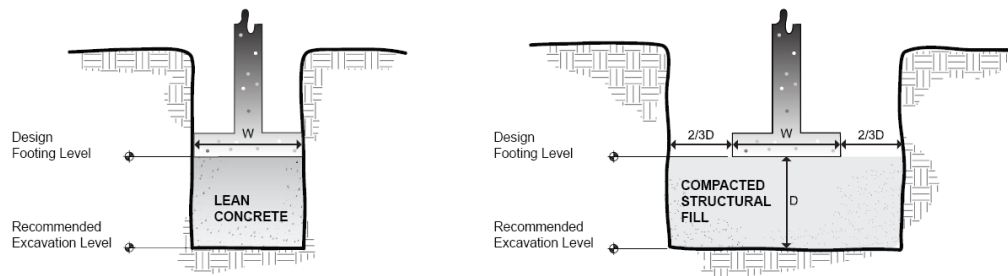
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Foundation Construction Considerations

As noted in **Earthwork**, the footing excavations should be evaluated under the direction of the Geotechnical Engineer. The base of all foundation excavations should be free of water and loose soil and rock prior to placing concrete. Concrete should be placed soon after excavating to reduce bearing soil disturbance. Should the soils at bearing level become excessively dry, disturbed, saturated, or frozen, the affected soil should be removed prior to placing concrete. We recommend placement of a lean concrete mud-mat over bearing soils if excavations must remain open over night, or for an extended period. It is recommended that the geotechnical engineer be retained to observe and test the soil foundation bearing materials.

If unsuitable bearing soils are encountered in footing excavations, excavations should be extended deeper to suitable soils and the footings could bear directly on these soils at the lower level or on lean concrete backfill placed in the excavations up to design foundation subgrade levels. The footings could also bear on properly compacted backfill extending down to the suitable soils. Overexcavation for compacted backfill placement below footings should extend laterally beyond all edges of the footings a distance equivalent to at least 8 inches per foot of overexcavation depth below footing base elevation. The overexcavation should then be backfilled up to the footing base elevation with well-graded granular material placed in lifts of 9 inches or less in loose thickness and compacted to at least 95 percent of the material's maximum standard Proctor dry density (ASTM D-698). Compacted crushed stone or compacted No. 57 stone could also be used. The overexcavation and backfill procedure is illustrated in the figure below.



Lean Concrete Backfill

Overexcavation / Backfill

NOTE: Excavations in sketches shown vertical for convenience. Excavations should be sloped as necessary for safety.

Construction Considerations

On most project sites, site grading is generally accomplished early in the construction phase. However, as construction proceeds, the subgrade may be disturbed due to utility excavations, construction traffic, desiccation, rainfall, etc. Areas where unsuitable conditions are located should be repaired by removing and replacing the affected material with properly compacted fill. Subgrade

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areas should be moisture conditioned and properly compacted to the recommendations in this report immediately prior to placement of the crushed stone base and concrete, if required for construction.

GENERAL COMMENTS

As the project progresses, we address assumptions by incorporating information provided by the design team, if any. Revised project information that reflects actual conditions important to our services is reflected in the final report. The design team should collaborate with Terracon to confirm these assumptions and to prepare the final design plans and specifications. This facilitates the incorporation of our opinions related to implementation of our geotechnical recommendations. Any information conveyed prior to the final report is for informational purposes only and should not be considered or used for decision-making purposes.

Our analysis and opinions are based upon our understanding of the project, the geotechnical conditions in the area, and the data obtained from our site exploration. Natural variations will occur between exploration point locations or due to the modifying effects of construction or weather. The nature and extent of such variations may not become evident until during or after construction. Terracon should be retained as the Geotechnical Engineer, where noted in the final report, to provide observation and testing services during pertinent construction phases. If variations appear, we can provide further evaluation and supplemental recommendations. If variations are noted in the absence of our observation and testing services on-site, we should be immediately notified so that we can provide evaluation and supplemental recommendations.

Our scope of services does not include either specifically or by implication any environmental or biological (e.g., mold, fungi, bacteria) assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

Our services and any correspondence or collaboration through this system are intended for the sole benefit and exclusive use of our client for specific application to the project discussed and are accomplished in accordance with generally accepted geotechnical engineering practices with no third party beneficiaries intended. Any third party access to services or correspondence is solely for information purposes to support the services provided by Terracon to our client. Reliance upon the services and any work product is limited to our client, and is not intended for third parties. Any use or reliance of the provided information by third parties is done solely at their own risk. No warranties, either express or implied, are intended or made.

Site characteristics as provided are for design purposes and not to estimate excavation cost. Any use of our report in that regard is done at the sole risk of the excavating cost estimator as there may be variations on the site that are not apparent in the data that could significantly impact excavation cost. Any parties charged with estimating excavation costs should seek their own site

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characterization for specific purposes to obtain the specific level of detail necessary for costing. Site safety, and cost estimating including, excavation support, and dewatering requirements/design are the responsibility of others. If changes in the nature, design, or location of the project are planned, our conclusions and recommendations shall not be considered valid unless we review the changes and either verify or modify our conclusions in writing.

ATTACHMENTS

EXPLORATION AND TESTING PROCEDURES

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EXPLORATION AND TESTING PROCEDURES

Field Exploration

Test Pits: Test pit exploration locations were measured in the field by GPS location. The locations of the test pits should be considered accurate only to the degree implied by the means and methods used to define them.

Test pits were excavated with a Case 510N backhoe, provided by the Town Carrboro. Samples of the soil encountered in test pits were obtained as grab samples. Soil samples were tagged for identification, sealed to reduce moisture loss, and taken to our laboratory for further examination, testing, and classification. Information provided on the test pit logs attached to this report includes soil descriptions, excavation depths, sampling intervals, and groundwater conditions. Test pits were backfilled with excavated soil material after the test pit was logged.

Initially, test pit logs were prepared in the field by a geotechnical engineer and include visual classification of the materials encountered during excavation. Final test pit logs, included in **Exploration Results**, represent the engineer's interpretation of the field logs and include modifications based on laboratory testing of selected samples.

Geophysics: The site was also explored by Ground Penetrating Radar (GPR). We conducted the GPR survey using a 350 MHz HS digital antenna and SIR-4000 Subsurface Interface Radar System made by Geophysical Survey Systems, Inc. (GSSI) to perform an upper profile geophysical survey. In general, field data collection was accomplished as referenced in ASTM D6432. Data was collected using a free-scan method, allowing for data to be interpreted in the field in real-time.

Ground penetrating radar is a method that provides a continuous, high resolution graphical cross-section depicting variations in the electrical properties of the shallow subsurface. The method involves repeatedly radiating an electromagnetic pulse (radar signal) into the ground from a transducer (antenna) as it moves along a traverse. Radar signals reflected by subsurface objects or horizons are detected by an antenna (typically the same one used to generate the signal) and sent to a control unit for processing. The control unit then converts the varying amplitude of the reflected radar signal as a function of time into a cross-sectional image showing signal amplitude as a function of distance and depth.

GPR responses is governed by two electrical properties; electrical conductivity and dielectric permittivity, also referred to as dielectric constant. Electrical conductivity is the ability of a material to conduct a charge when an electromagnetic field is applied. Electrical conductivity governs how far radar signals can propagate through the subsurface before becoming unstable. The higher the conductivity, the faster the signal attenuates. Consequently, conductivity also affects the strength of radar signals that are reflected from subsurface boundaries representing a change in

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permittivity. The greater the contrast the more energy that is reflected. Most earthen materials (soil and rock) and even artificial materials (e.g. concrete) have relatively low dielectric permittivity and therefore, are relatively transparent to electromagnetic energy. This means that only a portion of the radar signal incident upon a subsurface boundary is reflected back to the surface. On the other hand, when radar encounters an object composed of material that has very high permittivity, such as buried metal, most of the incident energy is reflected. Results of the GPR survey are as shown in **Exploration Results**.

Property Disturbance: We backfilled the test pit after completion. Our services did not include repair of the site beyond backfilling the test pits. Excess soil dispersed in the general vicinity of the test pit. Because backfill material often settles below the surface after a period, we recommend test pits are checked periodically and backfilled, if necessary.

Laboratory Testing

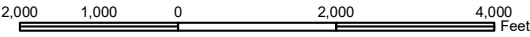
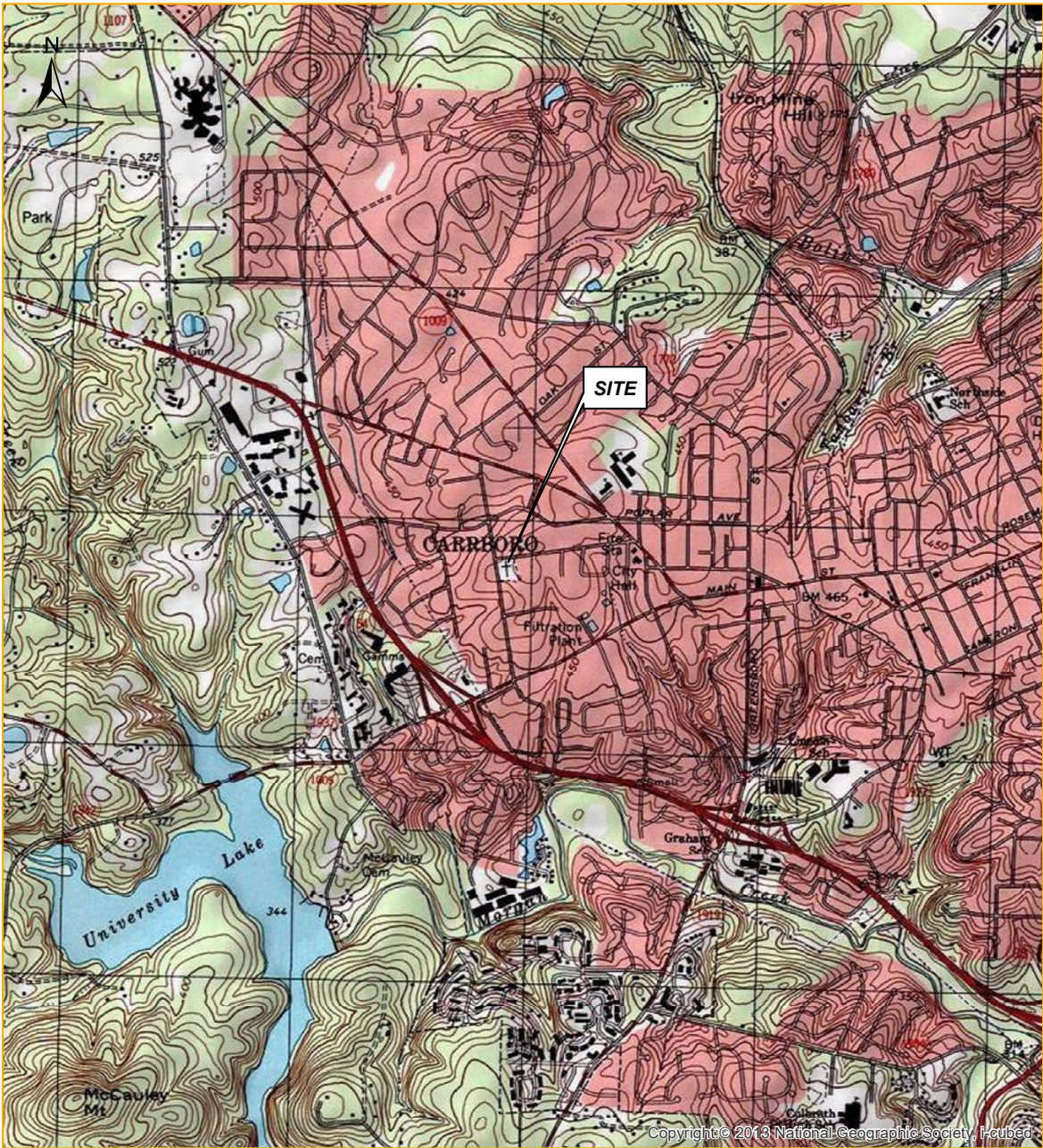
The project engineer reviews field data and assigns various laboratory tests to better understand the engineering properties of various soil strata. Procedural standards noted below are for reference to methodology in general. In some cases, local practices and professional judgement require method variations. Standards noted below include reference to other related standards. Such references are not necessarily applicable to describe the specific test performed.

- ASTM D2216 Standard Test Method of Determination of Water Content of Soil and Rock by Mass
- ASTM D2487 Standard Practice for Classification of Soils for Engineering Purposes (Unified Soil Classification System)
- ASTM D2488 Standard Practice of Description and Identification of Soils (Visual Manual Method)
- ASTM D422 Standard Test Method for Particle Size Analysis of Soils
- ASTM D4318 Standard Test Method for Liquid Limit, Plastic Limit and Plasticity Index of Soils

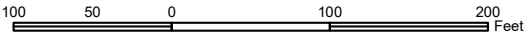
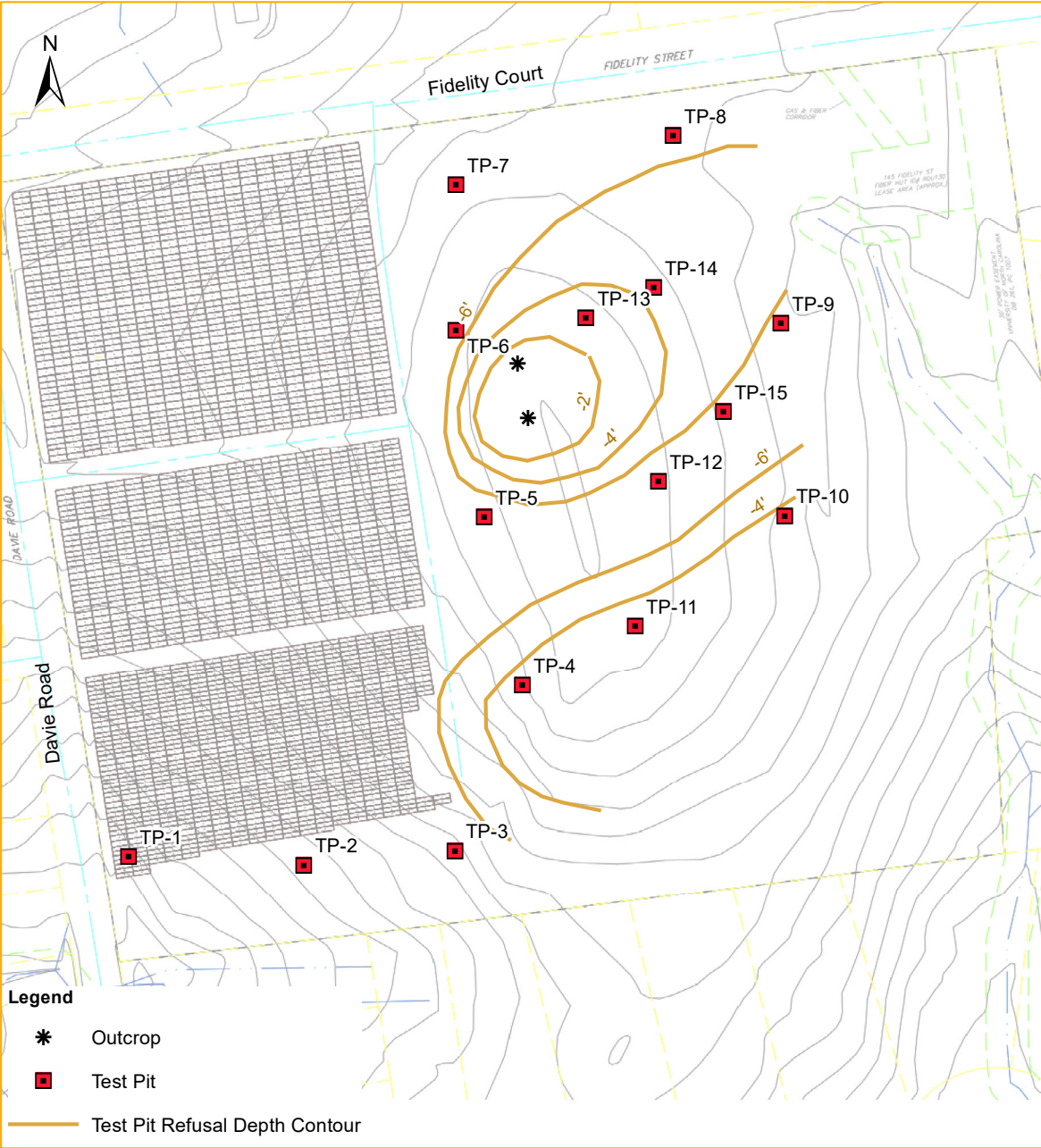
Our laboratory testing program often includes examination of soil samples by an engineer. Based on the material's texture and plasticity, we describe and classify soil samples in accordance with the Unified Soil Classification System (USCS). Laboratory test results are included in **Exploration Results**.

Responsive ■ Resourceful ■ Reliable

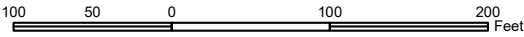
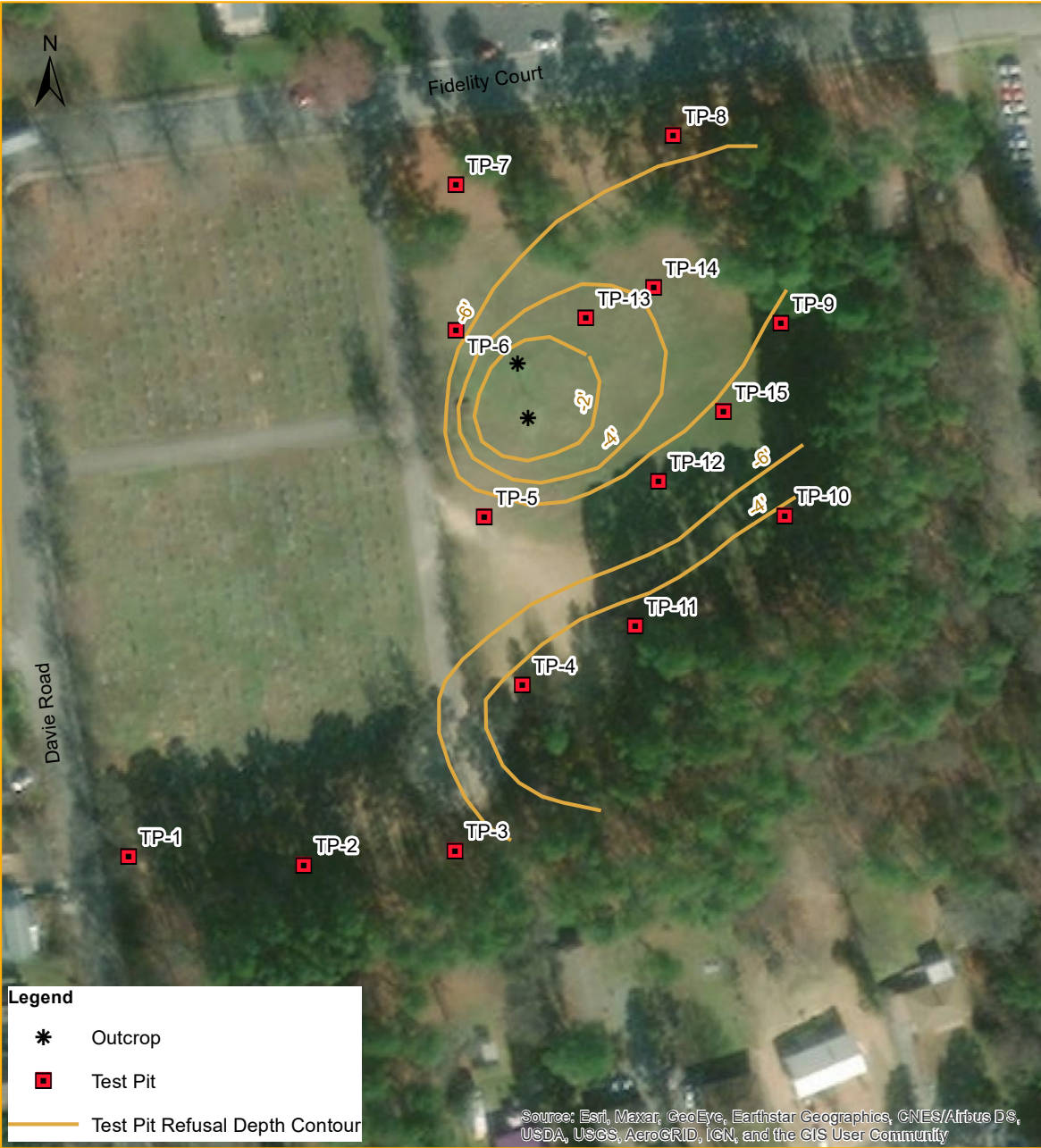
SITE MAP AND EXPLORATION PLANS



PM: MW	Project No. 70205044	<div>Terracon</div> <div>2401 Brentwood Drive, Suite 107 Raleigh, NC 27604 Phone: (919) 873-2211 Fax: (919) 873-9555</div>	Site Map	EXHIBIT NO.
Drawn By: MW	Scale: 1 in = 2,000 ft		Westwood Cemetery 401 Davie Road Carrboro, North Carolina	
Checked By: AAN	File Path:			
Approved By:	Date: 9/28/2020			



PM: MW	Project No. 70205044	 2401 Brentwood Drive, Suite 107 Raleigh, NC 27604 Phone: (919) 873-2211 Fax: (919) 873-9555	Exploration Plan	EXHIBIT NO.
Drawn By: MW	Scale: 1 in = 100 ft		Westwood Cemetery	
Checked By: AAN	File Path:		401 Davie Road	
Approved By:	Date: 9/14/2020		Carrboro, North Carolina	




PM: MW	Project No. 70205044	 2401 Brentwood Drive, Suite 107 Raleigh, NC 27604 Phone: (919) 873-2211 Fax: (919) 873-9555	Exploration Plan - Aerial	EXHIBIT NO.
Drawn By: MW	Scale: 1 in = 100 ft		Westwood Cemetery	
Checked By: AAN	File Path:		401 Davie Road	
Approved By:	Date: 9/14/2020		Carrboro, North Carolina	


EXPLORATION RESULTS

TEST PIT LOG NO. TP-1						Page 1 of 1		
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA					
SITE: 401 Davie Road Carrboro, NC								
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9102° Longitude: -79.0841°			DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH							LL-PL-PI
	FILL - SILTY SAND (SM) , orange brown to gray brown, moist, wood debris at 3 feet			5				
	SILTY SAND (SM) , fine to coarse grained, orange brown to brown, moist, weathered rock fragments at 5 to 6.5 feet							
	Terminated at 6.5 Feet							
Stratification lines are approximate. In-situ, the transition may be gradual.								
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).			Notes:		
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.					
WATER LEVEL OBSERVATIONS Groundwater not encountered						Boring Started: 08-25-2020 Boring Completed: 08-25-2020 Drill Rig: Case 580N Backhoe Driller: Town of Carrboro Project No.: 70205044		

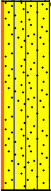

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 70205044 WESTWOOD CEMETERY.GPJ TERRACON.DATATEMPLATE.GDT 9/10/20

TEST PIT LOG NO. TP-2						Page 1 of 1	
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA				
SITE: 401 Davie Road Carrboro, NC							
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9102° Longitude: -79.0836°		DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH						LL-PL-PI
	0.5 TOPSOIL						
	SILTY SAND (SM), fine to coarse grained, orange brown to brown, moist						
	3.5 SILTY SAND (SM) , fine to coarse grained, light gray and rust brown, moist, weathered rock fragments						5
6.5 Terminated at 6.5 Feet							
Stratification lines are approximate. In-situ, the transition may be gradual.							
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).			Notes:	
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.				
WATER LEVEL OBSERVATIONS						Boring Started: 08-25-2020	
Groundwater not encountered						Boring Completed: 08-25-2020	
						Drill Rig: Case 580N Backhoe	
			Project No.: 70205044			Driller: Town of Carrboro	

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TEST PIT LOG NO. TP-3						Page 1 of 1	
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA				
SITE: 401 Davie Road Carrboro, NC							
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9102° Longitude: -79.0833°		DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	
	LL-PL-PI						
	DEPTH						
	0.3 TOPSOIL						
	FILL - CLAYEY SAND (SC) , fine to coarse grained, brown and light gray, moist						
	2.2						
	SILTY SAND (SM) , fine to coarse grained, yellow brown, moist, weathered rock fragments at 5 to 6.5 feet						
	7.1						
	Terminated at 7.1 Feet						
Stratification lines are approximate. In-situ, the transition may be gradual.							
Advancement Method: Backhoe test pit		See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:			
Abandonment Method: Backfilled with excavated soil.		See Supporting Information for explanation of symbols and abbreviations.					
WATER LEVEL OBSERVATIONS		 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		Boring Completed: 08-25-2020	
Groundwater not encountered				Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro	
				Project No.: 70205044			


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TEST PIT LOG NO. TP-4						Page 1 of 1	
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA				
SITE: 401 Davie Road Carrboro, NC							
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9105° Longitude: -79.0831°		DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH						LL-PL-PI
	0.1' TOPSOIL SILTY SAND (SM) , fine to coarse grained, light gray and tan, moist, many rock fragments						
	3.0' Test Pit Refusal at 3 Feet						
Stratification lines are approximate. In-situ, the transition may be gradual.							
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:		
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.				
WATER LEVEL OBSERVATIONS Groundwater not encountered			 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		
					Boring Completed: 08-25-2020		
			Drill Rig: Case 580N Backhoe			Driller: Town of Carrboro	
			Project No.: 70205044				


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TEST PIT LOG NO. TP-5						Page 1 of 1
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA			
SITE: 401 Davie Road Carrboro, NC						
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9109° Longitude: -79.0832°		DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)
	DEPTH					
	0.2 TOPSOIL					
	CLAYEY SAND (SC), fine to coarse grained, rust tan and light gray, moist, scattered rock fragments, cobbles and boulders					
	6.3 Terminated at 6.3 Feet					
Stratification lines are approximate. In-situ, the transition may be gradual.						
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:	
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.			
WATER LEVEL OBSERVATIONS						
Groundwater not encountered			Boring Started: 08-25-2020		Boring Completed: 08-25-2020	
			Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro	
			Project No.: 70205044			



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TEST PIT LOG NO. TP-6							Page 1 of 1	
PROJECT: Westwood Cemetery				CLIENT: Carter Van Dyke Associates Doylestown, PA				
SITE: 401 Davie Road Carrboro, NC								
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9112° Longitude: -79.0833°			DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH							LL-PL-PI
<div style="background-color: yellow; border: 1px solid black; padding: 2px;"> 0.2 TOPSOIL CLAYEY SAND (SC), fine to coarse grained, tan brown and light gray, moist, rock fragments at 2 feet </div>				5				
8.0	Terminated at 8 Feet							
Stratification lines are approximate. In-situ, the transition may be gradual.								
Advancement Method: Backhoe test pit				See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:		
Abandonment Method: Backfilled with excavated soil.				See Supporting Information for explanation of symbols and abbreviations.				
WATER LEVEL OBSERVATIONS Groundwater not encountered				 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		
						Boring Completed: 08-25-2020		
				Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro		
				Project No.: 70205044				


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TEST PIT LOG NO. TP-7						Page 1 of 1	
PROJECT: Westwood Cemetery				CLIENT: Carter Van Dyke Associates Doylestown, PA			
SITE: 401 Davie Road Carrboro, NC							
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9115° Longitude: -79.0833°			DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)
	DEPTH						
	0.2' TOPSOIL						LL-PL-PI
	CLAYEY SAND (SC), fine to coarse grained, light rust brown and light gray, moist, scattered rock fragments, difficult excavation 4.5 to 6.8 feet						
	6.8' Terminated at 6.8 Feet						
Stratification lines are approximate. In-situ, the transition may be gradual.							
Advancement Method: Backhoe test pit				See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:	
Abandonment Method: Backfilled with excavated soil.				See Supporting Information for explanation of symbols and abbreviations.			
WATER LEVEL OBSERVATIONS							
Groundwater not encountered							
 <p>2401 Brentwood Rd, Ste 107 Raleigh, NC</p>				Boring Started: 08-25-2020		Boring Completed: 08-25-2020	
				Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro	
				Project No.: 70205044			

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TEST PIT LOG NO. TP-8						Page 1 of 1	
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA				
SITE: 401 Davie Road Carrboro, NC							
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9116° Longitude: -79.0828°		DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH						LL-PL-PI
	0.3 TOPSOIL		5			18	39-20-19
	CLAYEY SAND (SC) , fine to coarse grained, light rust brown and light gray, moist, scattered rock fragments, difficult excavation 4.5 to 6.8 feet						
	6.5 Terminated at 6.5 Feet						
Stratification lines are approximate. In-situ, the transition may be gradual.							
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:		
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.				
WATER LEVEL OBSERVATIONS			 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		
Groundwater not encountered					Boring Completed: 08-25-2020		
					Drill Rig: Case 580N Backhoe		
			Driller: Town of Carrboro				
			Project No.: 70205044				

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TEST PIT LOG NO. TP-9						Page 1 of 1			
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA						
SITE: 401 Davie Road Carrboro, NC									
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9113° Longitude: -79.0825°			DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS	
	DEPTH							LL-PL-PI	
	0.4 TOPSOIL								
	CLAYEY SAND (SC), fine to coarse grained, light rust brown and light gray, moist								
	3.0 CLAYEY SAND (SC) , fine to coarse grained, rust tan and light gray, moist to very moist, difficult excavation			5					
	6.0 Test Pit Refusal at 6 Feet								
Stratification lines are approximate. In-situ, the transition may be gradual.									
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).			Notes:			
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.						
WATER LEVEL OBSERVATIONS			 2401 Brentwood Rd, Ste 107 Raleigh, NC			Boring Started: 08-25-2020		Boring Completed: 08-25-2020	
Groundwater not encountered						Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro	
						Project No.: 70205044			


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TEST PIT LOG NO. TP-10						Page 1 of 1		
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA					
SITE: 401 Davie Road Carrboro, NC								
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9108° Longitude: -79.0825°			DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH							LL-PL-PI
	0.3	TOPSOIL						
		SILTY SAND (SM) , fine to coarse grained, brown						
	1.5	CLAYEY SAND (SC) , fine to coarse grained, rust tan and light gray, moist						
	4.8	Test Pit Refusal at 3.8 to 4.8 Feet						
Stratification lines are approximate. In-situ, the transition may be gradual.								
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).			Notes:		
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.					
WATER LEVEL OBSERVATIONS			 2401 Brentwood Rd, Ste 107 Raleigh, NC			Boring Started: 08-25-2020		
Groundwater not encountered						Boring Completed: 08-25-2020		
						Drill Rig: Case 580N Backhoe		
			Project No.: 70205044					

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TEST PIT LOG NO. TP-11						Page 1 of 1
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA			
SITE: 401 Davie Road Carrboro, NC						
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9107° Longitude: -79.0828°	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI
0.1	TOPSOIL					
1.5	FILL - SILTY SAND (SM) , fine to coarse grained, brown, scattered metal and concrete debris					
3.3	CLAYEY SAND (SC) , fine to coarse grained, rust brown and tan gray, moist					
Test Pit Refusal at 3.3 Feet						
Stratification lines are approximate. In-situ, the transition may be gradual.						
Advancement Method: Backhoe test pit		See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:		
Abandonment Method: Backfilled with excavated soil.		See Supporting Information for explanation of symbols and abbreviations.				
WATER LEVEL OBSERVATIONS <i>Groundwater not encountered</i>		Terracon 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		
				Boring Completed: 08-25-2020		
				Drill Rig: Case 580N Backhoe		
				Driller: Town of Carrboro		
				Project No.: 70205044		



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TEST PIT LOG NO. TP-12						Page 1 of 1		
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA					
SITE: 401 Davie Road Carrboro, NC								
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9109° Longitude: -79.0828°			DEPTH (FL)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH							LL-PL-PI
<div style="background-color: yellow; border: 1px solid black; padding: 2px;"> 0.2 TOPSOIL CLAYEY SAND (SC), fine to coarse grained, tan brown and light gray, moist </div>				5				
8.0	Test Pit Refusal at 8 Feet							
Stratification lines are approximate. In-situ, the transition may be gradual.								
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:			
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.					
WATER LEVEL OBSERVATIONS			 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		Boring Completed: 08-25-2020	
Groundwater not encountered					Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro	
					Project No.: 70205044			



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TEST PIT LOG NO. TP-13						Page 1 of 1		
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA					
SITE: 401 Davie Road Carrboro, NC								
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9113° Longitude: -79.083°			DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH							LL-PL-PI
	0.4 TOPSOIL							
	CLAYEY SAND (SC) , fine to coarse grained, red brown to tan, moist							
3.5	Test Pit Refusal at 3.5 Feet							
Stratification lines are approximate. In-situ, the transition may be gradual.								
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:			
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.					
WATER LEVEL OBSERVATIONS			 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		Boring Completed: 08-25-2020	
Groundwater not encountered					Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro	
					Project No.: 70205044			

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TEST PIT LOG NO. TP-14						Page 1 of 1		
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA					
SITE: 401 Davie Road Carrboro, NC								
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9113° Longitude: -78.0828°		DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS	
	DEPTH						LL-PL-PI	
	0.4 TOPSOIL							
	CLAYEY SAND (SC), fine to coarse grained, tan brown, moist, scattered cobbles and boulders							
	4.2							
Test Pit Refusal at 4.2 Feet								
Stratification lines are approximate. In-situ, the transition may be gradual.								
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:			
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.					
WATER LEVEL OBSERVATIONS			 2401 Brentwood Rd, Ste 107 Raleigh, NC		Boring Started: 08-25-2020		Boring Completed: 08-25-2020	
Groundwater not encountered					Drill Rig: Case 580N Backhoe		Driller: Town of Carrboro	
					Project No.: 70205044			

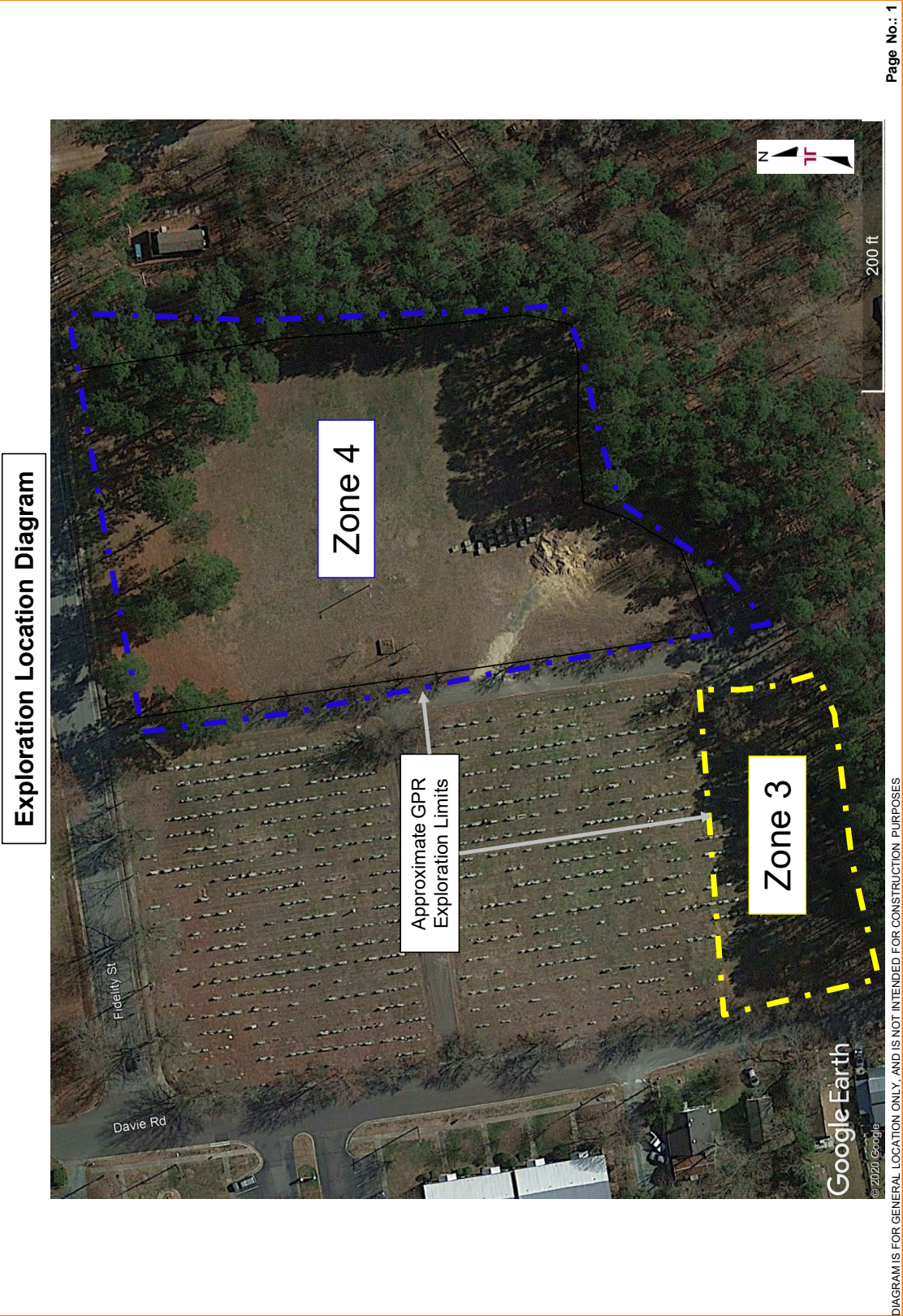
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TEST PIT LOG NO. TP-15						Page 1 of 1	
PROJECT: Westwood Cemetery			CLIENT: Carter Van Dyke Associates Doylestown, PA				
SITE: 401 Davie Road Carrboro, NC							
GRAPHIC LOG	LOCATION See Exploration Plan Latitude: 35.9111° Longitude: -79.0826°		DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	WATER CONTENT (%)	ATTERBERG LIMITS
	DEPTH						LL-PL-PI
	0.4 TOPSOIL		5			14	30-19-11
	CLAYEY SAND (SC) , fine to coarse grained, rust tan and light gray, moist, scattered cobbles and boulders						
	6.0 Test Pit Refusal at 6 Feet						
Stratification lines are approximate. In-situ, the transition may be gradual.							
Advancement Method: Backhoe test pit			See Exploration and Testing Procedures for a description of field and laboratory procedures used and additional data (if any).		Notes:		
Abandonment Method: Backfilled with excavated soil.			See Supporting Information for explanation of symbols and abbreviations.				
WATER LEVEL OBSERVATIONS Groundwater not encountered					Boring Started: 08-25-2020 Boring Completed: 08-25-2020 Drill Rig: Case 580N Backhoe Driller: Town of Carrboro Project No.: 70205044		

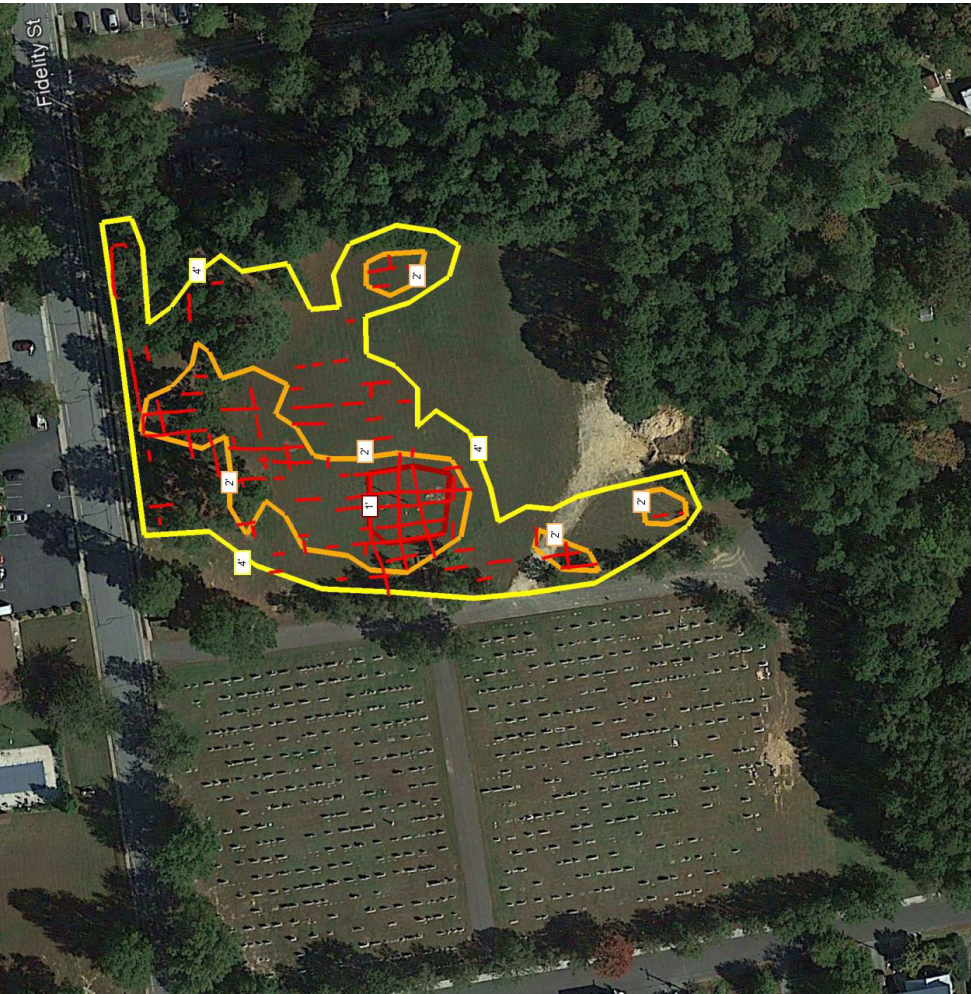
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ASTM D4318





Depth to Rock Contour Diagram
(Geophysicist Interpretation)



GPR Data Diagram

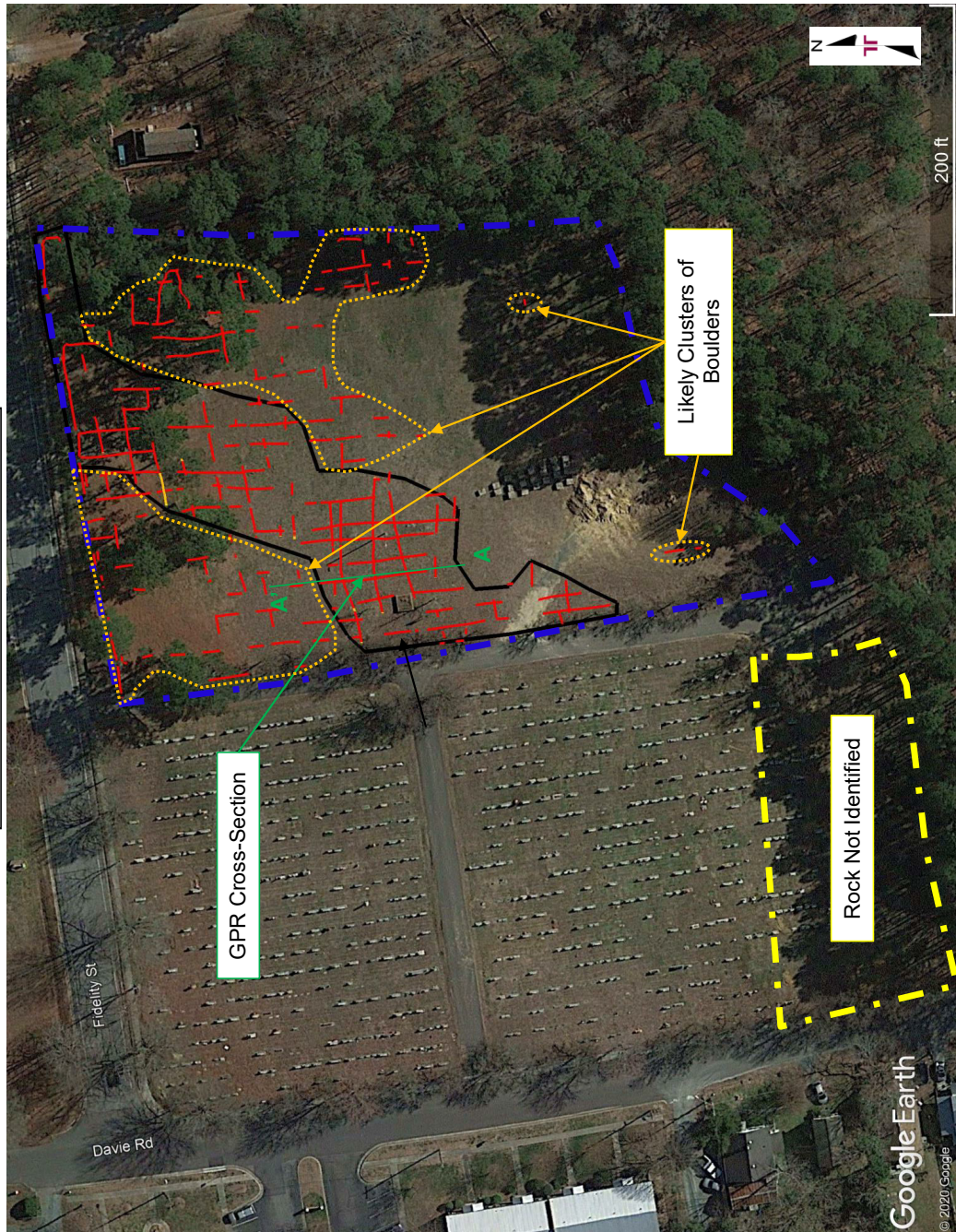
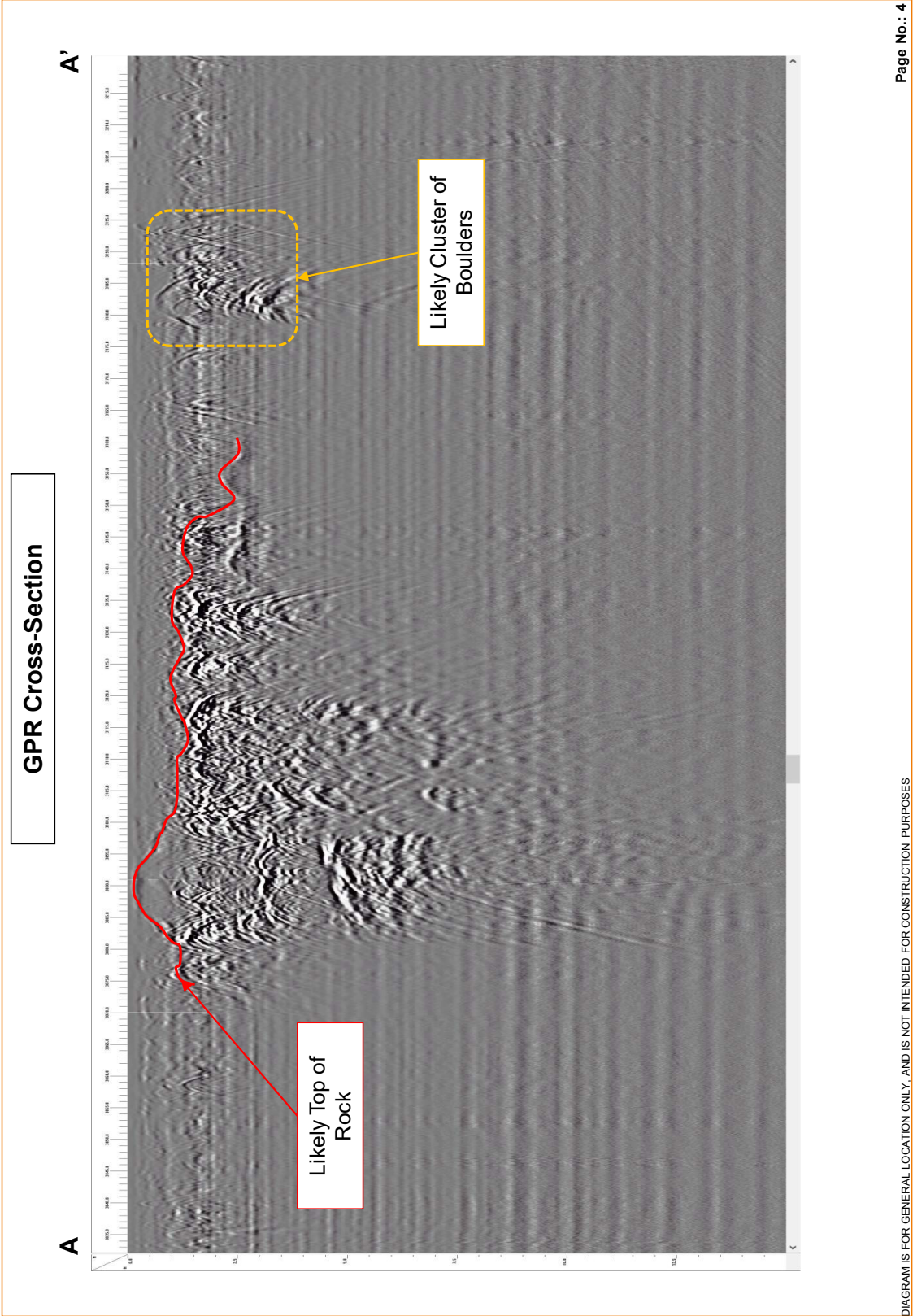






DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES



SUPPORTING INFORMATION

GENERAL NOTES

DESCRIPTION OF SYMBOLS AND ABBREVIATIONS

SAMPLING			Water Initially Encountered	FIELD TESTS	N	Standard Penetration Test Resistance (Blows/Ft.)
			Water Level After a Specified Period of Time		(HP)	Hand Penetrometer
			Water Level After a Specified Period of Time		(T)	Torvane
					(DCP)	Dynamic Cone Penetrometer
					(PID)	Photo-Ionization Detector
					(OVA)	Organic Vapor Analyzer

Water levels indicated on the soil boring logs are the levels measured in the borehole at the times indicated. Groundwater level variations will occur over time. In low permeability soils, accurate determination of groundwater levels is not possible with short term water level observations.

DESCRIPTIVE SOIL CLASSIFICATION

Soil classification is based on the Unified Soil Classification System. Coarse Grained Soils have more than 50% of their dry weight retained on a #200 sieve; their principal descriptors are: boulders, cobbles, gravel or sand. Fine Grained Soils have less than 50% of their dry weight retained on a #200 sieve; they are principally described as clays if they are plastic, and silts if they are slightly plastic or non-plastic. Major constituents may be added as modifiers and minor constituents may be added according to the relative proportions based on grain size. In addition to gradation, coarse-grained soils are defined on the basis of their in-place relative density and fine-grained soils on the basis of their consistency.

LOCATION AND ELEVATION NOTES

Unless otherwise noted, Latitude and Longitude are approximately determined using a hand-held GPS device. The accuracy of such devices is variable. Surface elevation data annotated with +/- indicates that no actual topographical survey was conducted to confirm the surface elevation. Instead, the surface elevation was approximately determined from topographic maps of the area.

STRENGTH TERMS	RELATIVE DENSITY OF COARSE-GRAINED SOILS (More than 50% retained on No. 200 sieve.) Density determined by Standard Penetration Resistance		CONSISTENCY OF FINE-GRAINED SOILS (50% or more passing the No. 200 sieve.) Consistency determined by laboratory shear strength testing, field visual-manual procedures or standard penetration resistance		
	Descriptive Term (Density)	Standard Penetration or N-Value Blows/Ft.	Descriptive Term (Consistency)	Unconfined Compressive Strength Qu, (psf)	Standard Penetration or N-Value Blows/Ft.
	Very Loose	0 - 3	Very Soft	less than 500	0 - 1
	Loose	4 - 9	Soft	500 to 1,000	2 - 4
	Medium Dense	10 - 29	Medium Stiff	1,000 to 2,000	4 - 8
	Dense	30 - 50	Stiff	2,000 to 4,000	8 - 15
	Very Dense	> 50	Very Stiff	4,000 to 8,000	15 - 30
			Hard	> 8,000	> 30

RELATIVE PROPORTIONS OF SAND AND GRAVEL

<u>Descriptive Term(s) of other constituents</u>	<u>Percent of Dry Weight</u>
Trace	< 15
With	15 - 29
Modifier	> 30

GRAIN SIZE TERMINOLOGY

<u>Major Component of Sample</u>	<u>Particle Size</u>
Boulders	Over 12 in. (300 mm)
Cobbles	12 in. to 3 in. (300mm to 75mm)
Gravel	3 in. to #4 sieve (75mm to 4.75 mm)
Sand	#4 to #200 sieve (4.75mm to 0.075mm)
Silt or Clay	Passing #200 sieve (0.075mm)

RELATIVE PROPORTIONS OF FINES

<u>Descriptive Term(s) of other constituents</u>	<u>Percent of Dry Weight</u>
Trace	< 5
With	5 - 12
Modifier	> 12

PLASTICITY DESCRIPTION

<u>Term</u>	<u>Plasticity Index</u>
Non-plastic	0
Low	1 - 10
Medium	11 - 30
High	> 30

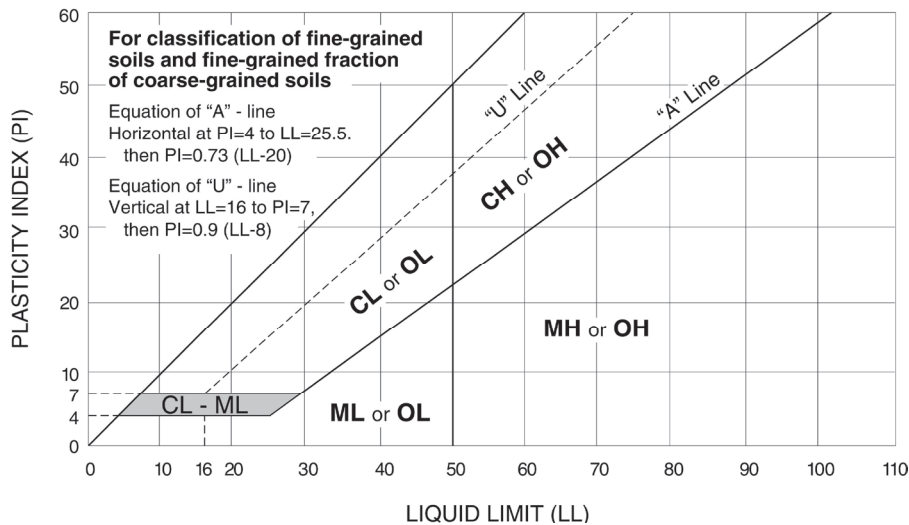
Terracon

UNIFIED SOIL CLASSIFICATION SYSTEM

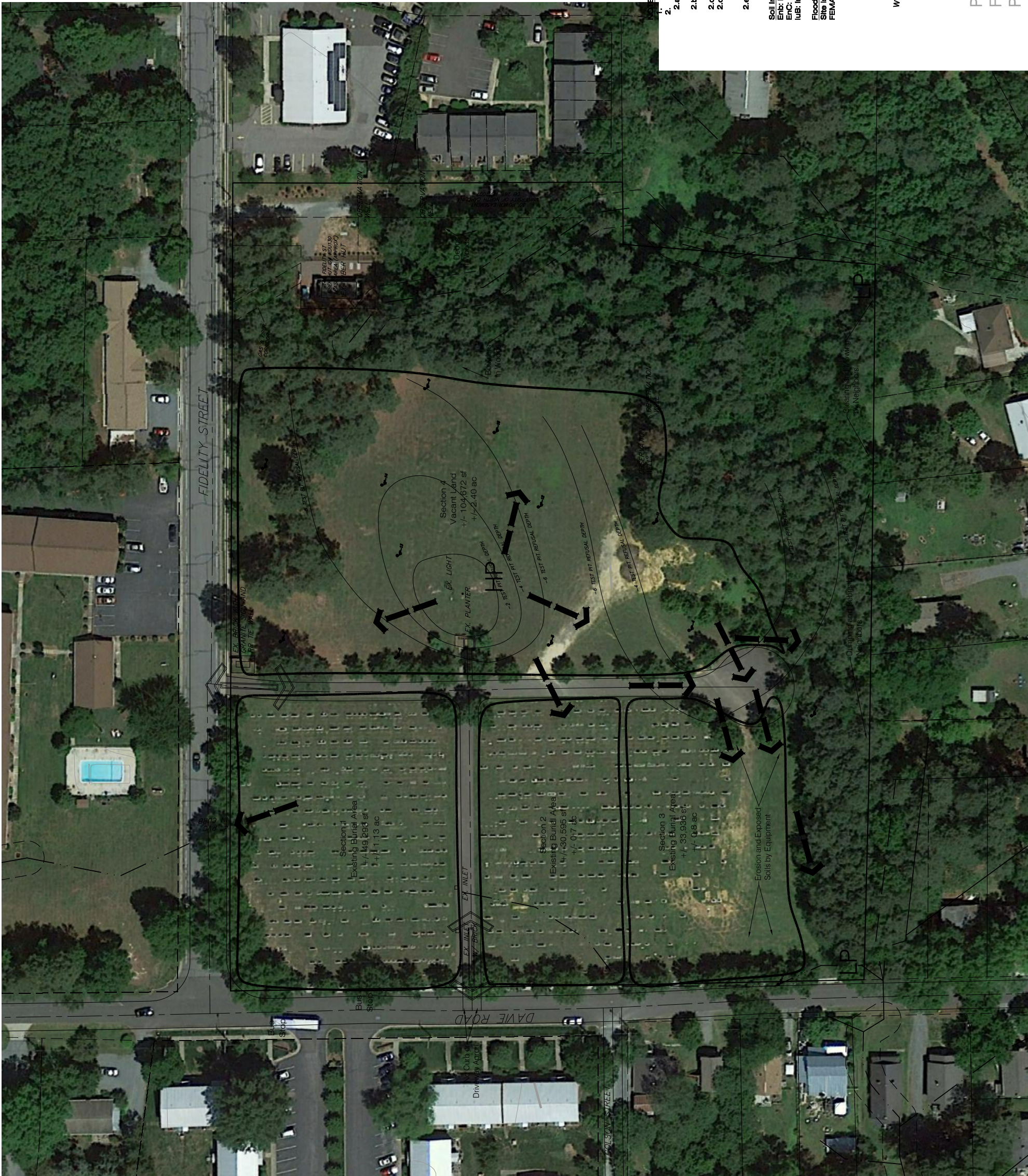
Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests ^A					Soil Classification	
					Group Symbol	Group Name ^B
Coarse Grained Soils: More than 50% retained on No. 200 sieve	Gravels: More than 50% of coarse fraction retained on No. 4 sieve	Clean Gravels: Less than 5% fines ^C	Cu ≥ 4 and 1 ≤ Cc ≤ 3 ^E		GW	Well-graded gravel ^F
			Cu < 4 and/or 1 > Cc > 3 ^E		GP	Poorly graded gravel ^F
		Gravels with Fines: More than 12% fines ^C	Fines classify as ML or MH		GM	Silty gravel ^{F,G, H}
			Fines classify as CL or CH		GC	Clayey gravel ^{F,G,H}
	Sands: 50% or more of coarse fraction passes No. 4 sieve	Clean Sands: Less than 5% fines ^D	Cu ≥ 6 and 1 ≤ Cc ≤ 3 ^E		SW	Well-graded sand ^I
			Cu < 6 and/or 1 > Cc > 3 ^E		SP	Poorly graded sand ^I
		Sands with Fines: More than 12% fines ^D	Fines classify as ML or MH		SM	Silty sand ^{G,H,I}
			Fines Classify as CL or CH		SC	Clayey sand ^{G,H,I}
Fine-Grained Soils: 50% or more passes the No. 200 sieve	Silts and Clays: Liquid limit less than 50	Inorganic:	PI > 7 and plots on or above "A" line ^J		CL	Lean clay ^{K,L,M}
			PI < 4 or plots below "A" line ^J		ML	Silt ^{K,L,M}
		Organic:	Liquid limit - oven dried	< 0.75	OL	Organic clay ^{K,L,M,N}
			Liquid limit - not dried			Organic silt ^{K,L,M,O}
	Silts and Clays: Liquid limit 50 or more	Inorganic:	PI plots on or above "A" line		CH	Fat clay ^{K,L,M}
			PI plots below "A" line		MH	Elastic Silt ^{K,L,M}
		Organic:	Liquid limit - oven dried	< 0.75	OH	Organic clay ^{K,L,M,P}
			Liquid limit - not dried			Organic silt ^{K,L,M,Q}
Highly organic soils:	Primarily organic matter, dark in color, and organic odor				PT	Peat

^A Based on the material passing the 3-in. (75-mm) sieve^B If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.^C Gravels with 5 to 12% fines require dual symbols: GW-GM well-graded gravel with silt, GW-GC well-graded gravel with clay, GP-GM poorly graded gravel with silt, GP-GC poorly graded gravel with clay.^D Sands with 5 to 12% fines require dual symbols: SW-SM well-graded sand with silt, SW-SC well-graded sand with clay, SP-SM poorly graded sand with silt, SP-SC poorly graded sand with clay

$$^E Cu = D_{60}/D_{10} \quad Cc = \frac{(D_{30})^2}{D_{10} \times D_{60}}$$

^F If soil contains $\geq 15\%$ sand, add "with sand" to group name.^G If fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.^H If fines are organic, add "with organic fines" to group name.^I If soil contains $\geq 15\%$ gravel, add "with gravel" to group name.^J If Atterberg limits plot in shaded area, soil is a CL-ML, silty clay.^K If soil contains 15 to 29% plus No. 200, add "with sand" or "with gravel," whichever is predominant.^L If soil contains $\geq 30\%$ plus No. 200 predominantly sand, add "sandy" to group name.^M If soil contains $\geq 30\%$ plus No. 200, predominantly gravel, add "gravelly" to group name.^N $PI \geq 4$ and plots on or above "A" line.^O $PI < 4$ or plots below "A" line.^P PI plots on or above "A" line.^Q PI plots below "A" line.

Appendix 3. Site Analysis Plans and Concept Master Plans



**Know what's below.
Call before you dig.**

PROGRESS PRINT
FOR DISCUSSION
PURPOSES ONLY

Project No: 20030.00

Scale:
1" = 40' - 0"

Sheet No. 2 of 3

SA-2

Westwood Cemetery
Site Analysis -
Vegetation & Surrounding Land Use

Prepared for the Town of Carthoro
145 Fidelity Street / 401 Davie Road
Carthoro, NC 27510; Orange County



Issue Date: 08/27/2020
Revisions: 10/16/2020
11/09/2020
Drawn/checked by: lar / prt

[illegible]

CVDA
Landscape Architects / Planners
Carter van Dyke Associates

18901-4325
Voice: 215 345 5053
Fax: 215 345 4324
Web: www.CVDA.com



SITE DATA:
Parcel Identification Number: 9778563356
Landowner: The Town of Carboro
301 West Main Street
Carboro, NC 27510
Site Address: 145 Fidelity Street / 401 Davie Road
Carboro, NC 27510
Orange County
Site Area: 8.73 Total Acres

- CONCEPTS:**
- A. Conventional Burial Area, 4'x12' Plots
 - B. In-Ground Cremains Area, 4'x4' Plots
 - C. Columbarium
 - D. Reflection area with seating, flags, ossuary and memorial wall
 - E. Scattering Plot
 - F. Natural Burial Area, 4'x12' Plots
 - G. Loop Road Access
 - H. Asphalt Walking Paths
 - I. Mulch Walking Path
 - J. Sign

Area	Approx. Size	Total Plots	Plots Available
Section 1	1.13 ac.	860	10
Section 2	0.70 ac.	608	16
Section 3	0.78 ac.	763	302
Section 4	2.4 ac.	2,231	328
Total	5.01 ac.		

Conventional Graves (5' Depth) = 1,456*
A1: 501*
A2: 493*
A3: 134
A4: 134
A5: 194

In-Ground Cremains (2' Depth) = 1,038
B1: 568
B2: 470

Columbaria = 2,400
C1: 300
C2: 400
C3: 500
C4: 300
C5: 400
C6: 500

Natural Burial (3.5' Depth) = 306
F1: 101
F2: 205

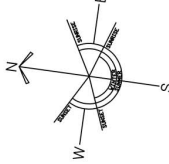
TOTAL: 5,200*

* Note: Some graves obstructed by existing trees or depth to bedrock. To be field determined.

- NOTES:**
1. Base information provided by Taylor Wiseman Taylor.
 2. Supplemental information gathered from:
 - 2.a. Google Earth, (n.d.), Westwood Cemetery, Carboro, NC, 25 Aug. 2020, www.mars3d.com.
 - 2.b. Orange County GIS, 25 Aug. 2020, gis.orangecounty-nc.gov/arcgis/default.htm.
 - 2.c. Orange County Aries, 25 Aug. 2020, aries.co.orange.nc.us/Aries/.
 - 2.d. NCS Web Soil Survey, 25 Aug. 2020, websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx.
 - 2.e. "FEMA Flood Map Service Center," FEMA Flood Map Service Center, 25 Aug. 2020, msc.fema.gov.

Soil Information:
Enb: Enon loam, 2-6% slopes
Enc: Enon loam, 6-12% slopes
IuB: Iredell-Urban land complex, 1-8% slopes

Flood Information:
Site is located in ZONE X, Area of Minimal Flood Hazard
FEMA Map 3710977800K, eff. 11/17/2017



PROGRESS PRINT
FOR DISCUSSION
PURPOSES ONLY



Know what's below.
Call before you dig.

Scale:
1" = 40' - 0"
Sheet No. 1 of 1
G-1

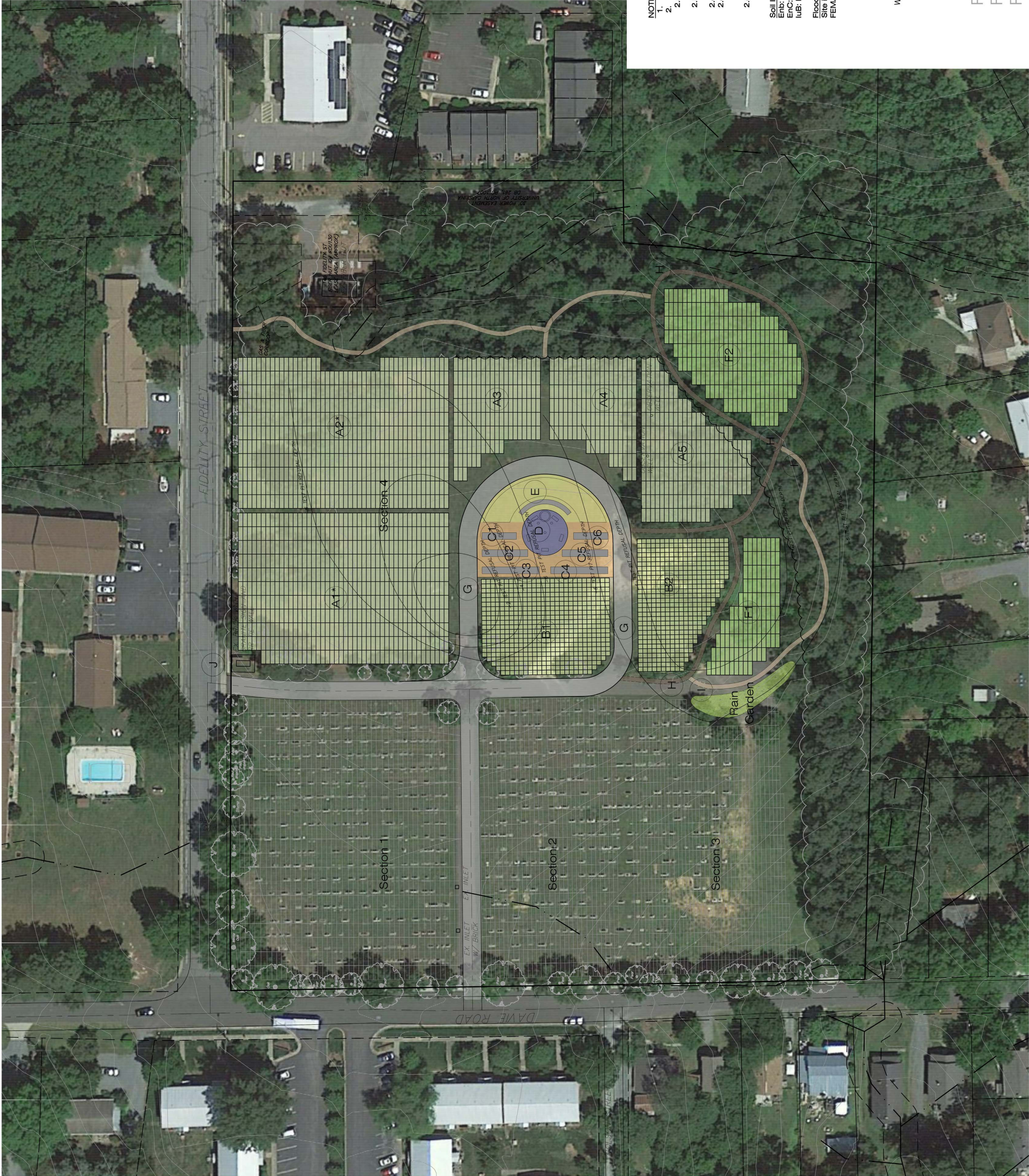


Westwood Cemetery
Cemetery Expansion Concept Layout
Prepared for the Town of Carboro
145 Fidelity Street / 401 Davie Road
Carboro, NC 27510; Orange County

COPYRIGHT Carter van Dyke Associates, Inc. 2020
Issue Date: 08/27/2020
Revisions: 11/09/2020
Drawn/checked by: lar / pjt



CVDA
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40 Garden Alley
Doyletown, Pennsylvania
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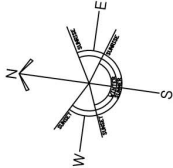
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 - 2020, w.w.m.survey.com, 25 Aug. 2020.
 - 2020, w.w.m.survey.com, 25 Aug. 2020.
 - 2020, w.w.m.survey.com, 25 Aug. 2020.
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EnC: Enon loam, 6-12% slopes
IUB: Iredell-Urban land complex, 1-8% slopes

Flood Information:
Site is located in ZONE X, Area of Minimal Flood Hazard
FEWA Map 371097/800K, eff. 11/17/2017



GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.



PROGRESS PRINT
FOR DISCUSSION
PURPOSES ONLY



Town of Carrboro

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

Agenda Item Abstract

File Number:21-54

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointment to the Transportation Advisory Board

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

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Transportation Advisory Board currently has three seats available for appointment with one of those being a first term expiration seat.

Applications were received from Andrew Cressman, Cummie Davis, Charlie Hileman, and Lenore Jones-Peretto. David Swan's first term is expiring and he has indicated the desire to be reappointed.

David Swan is the chair of the Transportation Advisory Board and provided the chair forms for the Council's review. Chair forms are located directly in front of the application.

Town Council members are encouraged to review the [Advisory Board Recruitment and Appointment Policy](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->) [<http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->).

All applicant and chair information is attached.

A matrix is also included.

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council review the applications and consider making appointments.

**A RESOLUTION MAKING AN APPOINTMENT TO THE
TRANSPORTATION ADVISORY BOARD**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
TRANSPORTATION ADVISORY BOARD:

Appointee	Term Expiration
	2/2024
	2/2024
	2/2023

Section 2. This resolution shall become effective upon adoption.

Current makeup of the Transportation Advisory Board:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Sarah Brown	407 N. Greensboro	2/23	1/9/1997	White	Female	Graduate Student/Research Assistant
Elyse Keefe	118 W. Poplar Ave.	2/23	3/2/1987	White	Female	Research Specialist
David Pcolar	1215 Hillsborough Road	2/22	2/18/1959	Caucasian	Male	IT Consultant
Mark Alexander	306 Wyndham Dr.	2/22	10/18/1967	Caucasian	Male	Software Development Manager
David Swan, Chair (reapplied)	506 Bolin Creek	2/20	8/14/1977	White	Male	Marketer
Vacant						
Vacant						

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Andrew Cressman	1022 Main Street	TAB	5/30/1993	White	Male	Epidemiologist
Cummie Davis	809 Old Fayetteville Rd.	TAB	INVALID	Black	Female	Rehab Technician
Charlie Hileman	507 Hillsborough Road	TAB	9/8/1964	White	Male	Software Engineer
Lenore Jones-Peretto	103 S. Fields Circle	TAB	7/5/1969	Black	F	Attorney
David Swan	See Above					

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5156

Date Submitted: 1/23/2021

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

Andrew

Applicant Last Name:

Cressman

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☒

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Applicant participated in a joint meeting and was willing to share ideas with the group. Lives close to downtown and is a cyclist, in addition to working as an epidemiologist.

Print

Advisory Board Application - Submission #5082

Date Submitted: 12/17/2020

First Name*

Andrew

Last Name*

Cressman

Date*

12/17/2020

Select today's date

Address1*

1022 W Main Street

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone (111)-111-1111*

7274220233

Please enter your primary contact phone number.

Email Address*

andycressman@me.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

5/30/1993

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Epidemiologist

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

2.75 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

1.5 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input checked="" type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Transportation

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

UNC

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

2.75 years

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

North Carolina Soccer Referees Association & Triangle Soccer Referees

Please enter the requested information.

Relevant Experience:*

Pre-COVID-19 regular user of Chapel Hill Transit/GoTriangle and bike commuter General interest/reader of transportation

Reasons You Wish to be Appointed*

I am an HIV epidemiologist between UNC and the NC Communicable Disease Branch, and before COVID-19, I was regularly commuting between both locations by bus (Chapel Hill Transit/GoTriangle) and bike. I have always been interested in public transportation and people's movement in general, and the bus system and greenways in Chapel Hill/Carrboro were one of the draws to settling here instead of other areas of the Triangle. I am especially interested in transportation during the COVID-19 pandemic, as regular and safe yet cost-effective transportation has never been important and alternative transportation by foot and bike, albeit primarily for leisure, has become much more common. I am also interested in how transportation will ultimately pivot as this pandemic hopefully ends. Although I have no local government experience, I hope to bring my background in quantitative research, interest in transportation, and personal transportation/commuting experience to improving our community.

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

I agree with the Town and Town Council that racial/ethnic equity and diversity and inclusion are important, especially with any local government and community work. While representation is not the sole component of diversity and inclusion, it is a key component, and when/where legally possible, we should consider actions such as quotas to make sure we are truly meeting our diversity and inclusion goals and representing as many as possible. I am personally willing to forgo an appointment to advance these goals if needed.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5157

Date Submitted: 1/23/2021

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

Cummie

Applicant Last Name:

Davis

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☒

Yes

☐

No

6. If yes, which seat?

Diversity

7. Did the applicant attend an advisory board meeting?*

☐

Yes

☒

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Applicant was not able to attend a meeting due to technical issues, but expressed a continued interest and desire to participate. Applicant meets the diversity criteria the council put a priority on and works in transportation in some fashion.

Advisory Board Application - Submission #5028

Date Submitted: 10/28/2020

First Name*

Cummie

Last Name*

Davis

Date*

10/28/2020

Select today's date

Address1*

809 Old Fayetteville Rd

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone*

9195259181

Please enter your primary contact phone number.

Email Address*

cummierdavis@yahoo.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

10/28/2020

Please enter your Month/Day/Year of Birth

Race*

Black

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Rehab Technician

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

14

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

2

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input checked="" type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

I have my own transportation service, I am out in the communities and feel like I can offer my expertise to any that may need my help. I enjoy serving and helping others within reasons.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5201

Date Submitted: 2/11/2021

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

Charlie

Applicant Last Name:

Hileman

1. Has the applicant previously served on this or another advisory board? *



Yes



No

2. If yes, how many total years have they served?

At least 6 - Charlie served on the TAB at least once and as chair of the Greenways Commission

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board? *



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Charlie has a wealth of experience from serving on the TAB some time back as well as more recently as the chair of the Greenways Commission. Charlie is also a passionate advocate for transportation issues and one of the founding members of the Carrboro Bike Coalition, in addition to being an avid cyclist and public transportation rider. He would like to support equitable access to all forms of transportation. I should note that Charlie did say " If there are other new people that are applying, I think they should be prioritized over people like myself, so Carrboro can continue to get others involved." Charlie would surely be a valuable member of the TAB, but I wanted to pass along his wishes for your consideration as well.

Print

Advisory Board Application - Submission #5140

Date Submitted: 1/18/2021

First Name*

Charlie

Last Name*

Hileman

Date*

1/18/2021

Select today's date

Address1*

507 Hillsborough Rd

Address2

City*

Carrboro

State

North Carolina

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone (111)-111-1111*

9193571869

Please enter your primary contact phone number.

Email Address*

carrbonate@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

9/8/1964

Race*

white

Please enter your race.

Sex*

male

Please enter your sex.

Occupation*

software engineer

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

North Carolina

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

20

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input checked="" type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

Reasons You Wish to be Appointed*

I would like to work to expand alternative transportation access to parts of Carrboro that have not been well connected, for example the apartment complexes that are currently largely cut off by the Rt-54 bypass. There are a number of new approaches that Carrboro might incorporate to improve pedestrian experiences downtown. And I think we need a broader approach to transportation planning with our surrounding partners, rather than focusing solely on Carrboro.

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

I see this often while riding the buses - there are people that feel they can affect change, while others just assume they must adapt to the existing system. Overall, our leadership needs to better reflect the population, racially but also socio-economically, while also representing the traditional communities. It's not an easy transition, and many of these problems are part of our history as a southern town, but I know people are trying.

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

If yes, which one(s)?

Greenways Commission, Transportation Advisory Board

Yes

Are you currently serving on a Town Board or Committee?*



Yes



No

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



Yes



No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5155

Date Submitted: 1/23/2021

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

Lenore

Applicant Last Name:

Jones-Peretto

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Applicant participated in a joint meeting and demonstrated a willingness to share ideas, plus she mentioned that she has a child with special needs, so she will bring that perspective to the board.

Print

Advisory Board Application - Submission #5094

Date Submitted: 12/19/2020

First Name*

Lenore

Last Name*

Jones-Peretto

Date*

12/19/2020

Select today's date

Address1*

103 S. Fields Circle

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

9194143059

Please enter your primary contact phone number.

Email Address*

peretto@bellsouth.net

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

7/5/1969

Race*

Black

Please enter your race.

Sex*

F

Please enter your sex.

Occupation*

Attorney

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

22 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

22 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input checked="" type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input checked="" type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

Self Employed

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Transportation

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Number of Years Employed

12

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Member of the Chapel of the Cross.

Please enter the requested information.

Relevant Experience:*

I don't have relevant experience unless you consider my years of using the bus as a kid in New Haven, CT and the train as a law student in NY. I am an attorney who has worked on complex contracts in a complex business environment for many years. I'm adept at negotiating compromise in furtherance of group goals. I have taught political science at Duke and a course at Duke Law. I have an analytical mind.

Reasons You Wish to be Appointed*

I am interested in finding ways to have more convenient public transportation for all of the residents of Carrboro so that we use our cars less and can visit downtown more easily without creating parking issues.

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

I, as an African American woman of Caribbean descent, believe that racial equity and diversity are particularly important here in Carrboro because many of our neighborhoods are still essentially segregated. While this may not be intentional, it is definitely the result in many neighborhoods like mine. I think that diversity and inclusion are very important in advisory board and commissions work because our town is supposed to be working to benefit all members and those entities cannot adequately take into account all members of our town without participation from all races. Nor is it possible to address issues of all portions of our town without equity being considered. That said, I think that equity is not merely about race, but also about economic status. A town is not properly governed if the interests of all residents are not taken into consideration in the planning of its facilities, services, and growth.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

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



Yes



No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5200

Date Submitted: 2/11/2021

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

David

Applicant Last Name:

Swan

1. Has the applicant previously served on this or another advisory board? *



Yes



No

2. If yes, how many total years have they served?

3

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board? *



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

☐

Yes

☐

No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.

☐

Diversity

☐

Occupation, Experience, or Special Skills

☒

Other

If other, please explain:

Since this is my own application, I would say that it has been a pleasure serving my first term and working as chair for a year. I am excited by the work ahead of the TAB and Carrboro, especially the implementation of the new bicycle plan and the town's comprehensive planning process. The town has a chance to make great strides forward in equitable transportation solutions for all, which I will be advocating for either in a role with the TAB or as a motivated and involved resident. With a 6 year old daughter who loves to ride bikes around town, I've got a special interest in seeing Carrboro become even more safe and accessible to everyone.



Town of Carrboro

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

Agenda Item Abstract

File Number:21-61

Agenda Date: 2/23/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointment to the Greenways Commission

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

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Greenways Commission currently has four seats available for appointment.

Applications were received from Jeffery Cobb, Satya Kallepalli, Eric Lazear, Mahin Manley, and Tamara Sanders. Alyson West's first term is expiring and she has indicated the desire to be reappointed.

David Swan is the chair of the Greenways Commission and provided the chair forms for the Council's review. Chair forms are located directly in front of the application.

Town Council members are encouraged to review the [Advisory Board Recruitment and Appointment Policy](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->) [<http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->](http://townofcarrboro.org/DocumentCenter/View/5358/Town-of-Carrboro-Advisory-Board-Recruitment-and-Appointment-Policy->).

All applicant and chair information is attached.

A matrix is also included.

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council review the applications and consider making appointments.

A RESOLUTION MAKING AN APPOINTMENT TO THE
GREENWAYS COMMISSION

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
GREENWAYS COMMISSION:

Appointee	Term Expiration
	2/2024
	2/2024
	2/2024
	2/2023

Section 2. This resolution shall become effective upon adoption.

Current makeup of the Greenways Commission:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Jeff Summerlin-Long	1011 Brendan Court	2/2022	11/2/2018	White	Male	Professor
Alyson West	901 N. Greensboro	2/2021	11/25/1970	White	Female	Researcher
Ethan O'Beattie	811 Long Meadow Rd.	2/2022	4/7/1977	Caucasian	Male	Attorney
Vacant						
Vacant						
Vacant						

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Jeffery Cobb	1015 Tallyho Trail	Greenways	3/13/1958	Caucasian	M	Retired Scientist
Satya Kallepalli	104 Rivercreek Pl.	Greenways	3/9/1970	Asian	Male	IT Manager
Eric Lazear	402 Manor Ridge	Greenways	INVALID	White	Male	Scientist
Mahin Manley	136 Marlow Court	Greenways	1/3/1975	Black	Female	Data Engineer
Tamara Sanders	708 Davie Rd.	Greenways	8/27/1981	White	Female	Retail Store Manager
Alyson West	See above					

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5217

Date Submitted: 2/13/2021

Advisory Board Name:*

Greenways Commission

Chair Name*

Ethan O. Beattie

Applicant First Name:*

Jeffery

Applicant Last Name:

Cobb

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Mr. Cobb is a resident of the northern part of town. He has not served on any town commissions and can provide new perspectives.

Print

Advisory Board Application - Submission #5105

Date Submitted: 12/23/2020

First Name*

Jeffery

Last Name*

Cobb

Date*

12/23/2020

Select today's date

Address1*

1015 Tallyho Trail

Address2

note this is a Chapel Hill address that is in Carrboro

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

9197481838

Please enter your primary contact phone number.

Email Address*

jeffecobb@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

3/13/1958

Race*

Caucasian

Please enter your race.

Sex*

M

Please enter your sex.

Occupation*

retired scientist

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

32 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

32 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

****Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

I have no experience with greenways development or planning, per se. But, I do have long time experience using the existing greenways/trails on a near daily basis. My dog Sandy and I enjoy being in the woods and taking long walks. In particular, we like being able to access trails on foot from our house on Tallyho Trail. I have extensive experience in working in groups productively from my corporate experience in drug discovery at GSK and diagnostic development at Metabolon (both in RTP). I am also a former local small business owner (Triangle Yoga in Chapel Hill).

Reasons You Wish to be Appointed*

Previously, work-related travel demands as well as family-related care giving demands limited my ability to commit to additional activities. Now that I am retired and my family care giving needs have decreased substantially, I'd like to be able to give back more to Carrboro. Greenways are something that I have a strong interest in so I have gravitated towards them as an option. In particular, I would like to see greater integration of the now patchwork-like system of trails north of Homestead Rd along and near Bolin Creek to Morris Grove elementary including the Jones Creek greenway. And, I would love to see a corridor from Northern Carrboro towards downtown for walking and biking. Finally I note some degree of controversy just in the last couple of days or so on some local listservs about "guerrilla" trail generation and marking, bike ramp construction, etc in the county owned woods adjacent to the Jones Creek greenway. This is something the Greenways Commission should address and I'd like to participate in that. Finally, greenway use has exploded during the pandemic and people's need to get outdoors safely makes the Greenways Commission more relevant than ever.

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

We have a diverse population living in Carrboro and the community is stronger for it. I fully support diversity goals in government and the workplace. I grew up in the segregated, Jim Crow South and I know the evil inherent in that unjust system. I note that greenways and other local trail use may not reflect community diversity very well and would like to see that improve as part of a bigger picture approach to improve local diversity and inclusivity. We live in a beautiful area and everyone should feel welcomed and comfortable while being out in nature.

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

If yes, which one(s)?

Yes

Are you currently serving on a Town Board or Committee?*



Yes



No

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



Yes



No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5216

Date Submitted: 2/13/2021

Advisory Board Name:*

Greenways Commission

Chair Name*

Ethan O. Beattie

Applicant First Name:*

Satya

Applicant Last Name:

Kallepalli

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

Stormwater (briefly)

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Mr. Kallepalli is a resident of, and can provide a voice for, the Morgan Creek area of town.

Print

Advisory Board Application - Submission #5081

Date Submitted: 12/17/2020

First Name*

Satya

Last Name*

Kallepalli

Date*

12/17/2020

Select today's date

Address1*

104 RIVERCREEK PL

Address2

City*

CARRBORO

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone (111)-111-1111*

8015186938

Please enter your primary contact phone number.

Email Address*

SATYA.KALLEPALLI@GMAIL.COM

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

3/9/1970

Race*

Asian

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

IT Manager

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

NC

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

3

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Greeways Commission

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

Oracle Corp

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

21

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Stormwater Advisory Commission

Please enter the requested information.

Relevant Experience:*

I live next to Morgan creek. I am an avid runner. I enjoy the trails around the region.

Reasons You Wish to be Appointed*

Morgan Creek is just behind my backyard. Any greenway improvements are important to me.

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

For a vibrant and growing town, we need people of all walks of life to be invested in town activities. A broad representative boards and commissions improve the involvement of all citizens.

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

If yes, which one(s)?

Stormwater Advisory Commission

Yes

Are you currently serving on a Town Board or Committee?*



Yes



No

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



Yes



No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5219

Date Submitted: 2/13/2021

Advisory Board Name:*

Greenways Commission

Chair Name*

Ethan O. Beattie

Applicant First Name:*

Eric

Applicant Last Name:

Lazear

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Print

Advisory Board Application - Submission #5164

Date Submitted: 1/26/2021

First Name*

Eric

Last Name*

Lazear

Date*

1/26/2021

Select today's date

Address1*

402 Manor Ridge Rd

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

3143977169

Please enter your primary contact phone number.

Email Address*

ericlazear@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

9/1/2021

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Scientist

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

5 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

5 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Greenways Commission

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Berryhill HOA board member

Please enter the requested information.

Relevant Experience:*

Berryhill HOA board member

Reasons You Wish to be Appointed*

Interest in supporting greenways in Carrboro. I have a particular interest in the Morgan Creek Greenway, which is planned to be built near my neighborhood.

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

A healthy community requires that all members of the community can participate equally and be represented fairly. In order for that to happen, those with the power must actively seek to examine their own biases and act for the common good.

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

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

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



Yes



No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #5218

Date Submitted: 2/13/2021

Advisory Board Name:*

Greenways Commission

Chair Name*

Ethan O. Beattie

Applicant First Name:*

Mahin

Applicant Last Name:

Manley

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Ms. Manley would be the only minority female on the commission if appointed. She resides in the Morgan Creek area and can provide a unique prospective to the commission.

Print

Advisory Board Application - Submission #5109

Date Submitted: 12/29/2020

First Name*

Mahin

Last Name*

Manley

Date*

12/29/2020

Select today's date

Address1*

136 Marlowe Court

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Unsure

Telephone (111)-111-1111*

9195368494

Please enter your primary contact phone number.

Email Address*

MahinManley@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

1/3/1975

Race*

Black

Please enter your race.

Sex*

female

Please enter your sex.

Occupation*

data engineer

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

17 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

17 years (but my grandmother moved to Carrboro in 1982, so Carrboro's been in my heart for a real long time)

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Greenways Commission

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

Capital One

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

3

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Orange County Animal Shelter - fostering a senior dog /dev/color - for black software engineers

Please enter the requested information.

Relevant Experience:*

I have 20 years of professional work experience in which I manage projects to completion and persuade diverse groups of stakeholders.

Reasons You Wish to be Appointed*

I believe that having outdoor trails that connect our local communities is valuable and part of the greater good. I believe that it is especially important for lower and moderate income communities to have greenway access because it opens up increased mobility and access to exercise. My neighborhood is on Highway 54 and it's difficult to get in or out of our community except by motor vehicle. For us, the greenway will be a game changer in that it will make walking and biking so much more accessible.

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

Well, as a black woman, working in a male dominated industry, living in a predominantly white community, I am very keenly aware of diversity and inclusion, and the lack thereof. Historically, the minority voice has been excluded from government and policy making, and those in the affluent majority have had their voices amplified. Goodness gracious, this town that we love was named for a violent racist. But we, as a community, have chosen different ideals. In order for us to construct a community antithetical from what Julian Shakespeare Carr had in mind, we have to be absolutely deliberate and intentional about nurturing diversity. I've recently learned the slogan, "Nothing about us without us" (reference: https://en.wikipedia.org/wiki/Nothing_About_Us_Without_Us), and I think that sums up my views. There's more that I want to say - about how inclusion and equity are so vitally important that they are a matter of life and death when it comes to disparate outcomes from police encounters, maternal mortality, covid mortality, etc, but it is a challenge to try to express something that is so bone deep. Thank you for making people confront this topic as part of the application, and thank you for making it central to our town's values.

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

If yes, which one(s)?

No ☐

Are you currently serving on a Town Board or Committee?*



Yes



No

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



Yes



No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Tamara

Sanders

Advisory Board Name:*

Greenways

Chair Name*

Dave Mabe

1. Has the applicant previously served on this or another advisory board? *



Yes



No

2. If yes, how many total years have they served?

5 on Rec and Parks Commission

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board? *



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Tamara is well versed in community outreach to people who bike through her involvement in Clean Machine. Participated in Bike Plan.

Print

Advisory Board Application - Submission #5083

Date Submitted: 12/17/2020

First Name*

Tamara

Last Name*

Sanders

Date*

12/17/2020

Select today's date

Address1*

708 Davie Rd

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone (111)-111-1111*

9196193992

Please enter your primary contact phone number.

Email Address*

Tamarab.sanders@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Current Age*

8/27/1981

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Retail store manager

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

20 yrs

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

16 yrs

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Greenways Commission |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Climate Action Team | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Greenways Commission

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

****Employer/Self Employed**

The Clean Machine Bike Shop

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed

20 yrs

Enter the number of years you have been employed at the organization listed to the left.

**** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I help teach youth how to ride at the annual Open Streets event, as well as on my own on our local greenways. I lead a youth mountain biking camp through the Rec & Parks dept. I work with the Triangle Off-Road Cyclists organization to lead women's skills-oriented rides, as well as participating in sustainable trail building and maintenance workdays. I was on the planning committees for Carrboro's Open Streets, the Chapel Hill Bike Plan, Carrboro's Bike Plan Update, and the NC Bike/Walk Summit when it was held in Carrboro. I currently chair the board of the Carrboro Bicycle Coalition. I was a member of the Recreation and Parks Commission from 2015 to 2020, and chaired the commission for my second term.

Please enter the requested information.

Relevant Experience:*

In addition to my outdoor experiences growing up (see below) and the community work I've done (see above), I am a daily user of our greenway system. [These aren't just the paved connectors or multi-use paths, but also the trails likely initially established by our non-human neighbors.] I live on a small plot of land that is technically below the town's minimum lot size, and I've diligently worked to create and maintain a maximum of biodiversity there. I have grown up in a variety of leadership opportunities: Girl Scouts, high school student council, and the various community boards and committees mentioned above. I manage a small staff of people for my daily job; there I continue to learn a variety of communication methods to help each individual, and thus our team, reach maximum potential.

Reasons You Wish to be Appointed*

I grew up in a rural neighborhood in WNC. Essentially, I've commuted by bike to the places I wanted to be outside- the stream, the lake, our various forts in the woods. My world was much larger because of my bike than it would have been until I was old enough to drive. I gained a strong sense of independence being able to transport myself in our area. I felt safer outside, I encountered more creatures than people, I learned how different species relied on others, I was inspired to explore more, and I thrived existing as a part of something larger. Starting in my youth and continuing today, I learned to listen to everything around me. Between this and the heavy dose of diplomacy I inherited from my father, I feel that I'd be an incredible candidate to help with education and outreach for our area greenways. I still fully understand the potential for self-transportation by our youth and how meaningful this can be for development and self-reliance. I'm excited to support a similar opportunity for the youth of our community as the one in which I grew up.

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

Local government must effectively serve all of its constituents. To serve in a manner that lifts some members of the community, but not all, or even at the expense of others is unjust and counter to the inherent idea of what a local government should be. When gaining information on how to govern and the efficacy of that governance from members of the community through outreach, public hearings, advisory boards, etc. a wider perspective is gained by intentional inclusion of a diverse group of people. Historically BIPOC and LGBTQ+ Community members have not had the same voice on how to shape communities, and specifically through systematic racism, Black and Brown members have unjustly suffered without a seat at the table. Focusing through racial equity intentionally finds and amplifies these voices so that we may aim to eventually have equal affect and opportunity for all members of our community. Until that day, we will need to continue looking through a lens of racial equity. As individuals we have much work to do to recognize and overcome our implicit biases, learning how to reach out to and listen to other groups in our community. I wholeheartedly appreciate the leadership our Town Council and staff has displayed in this effort, and I fully recognize how this has helped my own personal growth and community work.

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

If yes, which one(s)?

Recreation and Parks Commission

Yes ☒

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

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

☐

Yes

☒

No

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

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.