

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

Meeting Agenda

Town Council



Tuesday, April 26, 2022	7:00 PM	Council Chambers-Room 110

<u>7:00-7:15</u>

А.	POETRY READING, RESOLUTIONS, PROCLAMATIONS, A	ND
	ACKNOWLEDGEMENTS	

- 1. <u>22-143</u> Proclamation- Bike Month May 2022
- 2. <u>22-144</u> Proclamation- Small Business Week May 2-5, 2022

7:15-7:20

B. ANNOUNCEMENT OF UPCOMING MEETINGS

7:20-7:30

C. PUBLIC COMMENT

Comments are limited to three minutes per speaker.

<u>7:30-7:40</u>

D. CONSENT AGENDA

- 1. <u>22-145</u> Approval of Minutes from the February 22, 2022 Meeting
- 2. <u>22-131</u> Consideration of a Resolution Setting the Public Hearing for The ArtsCenter Special Use Permit-A (SUP-A) located at 400 Roberson Street.

PURPOSE: The purpose of this item is to schedule the public hearing for The ArtsCenter SUP-A for May 24th, 2022

- <u>Attachments:</u> <u>Attachment A-Resolution for Public Hearing</u> Attachment B - Vicinity Map
- 3. <u>22-137</u> Contract Authorization and Project Ordinance Update for Signal Work associated with the East Main Street Restriping Project **PURPOSE:** The purpose of this agenda item is to provide the Council with the

opportunity to authorize the Town Manager to execute a contract for the traffic signal work and approve the revised project ordinance for the East Main Street restriping project. A - Resolution.doc Attachments: B - Capital Project Ordinance.docx C - East Main Street Approved Restriping Plan.pdf 22-134 4. Conditional Use Permit Minor Modification Request for Royal Park Apartments at 501 Highway 54 West **PURPOSE:** The purpose of this item is for Town Council to consider approving a Minor Modification to the Conditional Use Permit for Royal Park Apartments to allow the construction of a new sidewalk and retaining wall along the western side of the entrance. Town staff recommends approval of the request. Attachments: Attachment A-Site Plan Attachment B-Proposed Work from Engineer Attachment C-Resolution 5. 22-141 Permit Extension Request for Previously Issued Conditional Use Permit for Veridia AIS PURPOSE: The purpose of this item is for Town Council to consider approving a request for an extension of the date when a Conditional Use Permit would otherwise expire for Veridia AIS CUP. Town Staff recommends approval of the request. Attachments: Attachment A - Resolution Attachment B - Staff Report Attachment C - Letter from Applicant Attachment D - CUP Document

E. PUBLIC HEARING

7:40-8:10

1. 22-140 A Public Hearing for a Minor Modification Request to the Winmore VMU Conditional Use Permit to allow conversion of Lot 179 to three single-family lots and assign the community pool to serve as civic use for the VMU

PURPOSE: The purpose of this item is for Town Council to hold a public hearing and consider whether to approve a Minor Modification to the Conditional Use Permit for Winmore VMU to allow conversion of Lot 179 to three single-family lots and assign the community pool to serve as civic use for the VMU. A resolution approving

the modification is attached should the Town Council choose to approve the request.

 Attachments:
 Attachment A - Updated Resolution

 Attachment B - CUP Document

 Attachment C - Renderings for Overall Site Plan and Community Pool

 Attachment D - Applicant Materials

 Attachment E - Excerpt from May 28, 2019 Minutes

 Attachment F - HOA Letter Regarding Request

 Attachment G - HOA Newsletter Update About Lot 179

 Attachment H - Note from Town Engineer

<u>8:10-9:10</u>

2. <u>22-130</u> Public Hearing: Special Use Permit-A for New Commercial Building at 201 North Greensboro Street.

PURPOSE: The purpose of this item is for the Town Council to hold a public hearing on Special Use Permit-A application for new Commercial Building at 201 North Greensboro Street.

 Attachments:
 Attachment A-Staff Report

 Attachment B-SUP-A Plans

 Attachment C-Trip Generation Analysis

 Attachment D-Tree Removal Justification

 Attachment E-Impervious Surface Justification

 Attachment F-CUP Worksheet- Tall Building

 Attachment G-Summary of Advisory Board Recommendations

F. OTHER MATTERS

<u>9:10-10:20</u>

 <u>22-138</u> Presentation and Acceptance of the Downtown Parking Study PURPOSE: The purpose of this item is to accept a presentation of the Downtown Parking Study.
 Attachments: Attachment A - 2022 Carrboro Parking Study

<u>10:20-10:40</u>

2. 22-136 Resolution Entering into Parking Lease Agreement with Fitch Lumber PURPOSE: The purpose of this item is to authorize the Town Manager to sign a parking lease agreement with Fitch Lumber for temporary parking during the 203 Project construct. <u>Attachments:</u> <u>Attachment A - Resolution</u>

Attachment B - Parking Lease Agreement

G. MATTERS BY COUNCIL MEMBERS



File Number:22-143

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1 File Type:Agendas

Proclamation- Bike Month May 2022



File Number:22-144

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1 File Type: Agendas

Proclamation- Small Business Week - May 2-5, 2022



File Number:22-145

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1 File Type: Agendas

Approval of Minutes from the February 22, 2022 Meeting



File Number:22-131

File Type: Agendas

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1

TITLE:

Consideration of a Resolution Setting the Public Hearing for The ArtsCenter Special Use Permit-A (SUP-A) located at 400 Roberson Street.

PURPOSE: The purpose of this item is to schedule the public hearing for The ArtsCenter SUP-A for May 24th, 2022 **DEPARTMENT:** Planning Department

CONTACT INFORMATION: James Thomas, Planner / Zoning Development Specialist email: jthomas@carrboronc.gov phone: (919) 918-7335

INFORMATION: CJT, PA have submitted an application for a Special Use Permit-A (SUP-A) for The ArtsCenter to be located at 400 Roberson Street (Attachment B).

The applicant intends to utilize the existing building at this property with little to no exterior changes to the existing building or property.

The subject property is zoned B1-G with the NPD (Neighborhood Preservation District) overlay district and the total acre for the lot is 2.03 acres (84,427sf) and is listed on the Orange County Parcel Identification Number 9778-95-2758.

A resolution setting a public hearing for May 24th, 2022 is included as Attachment A.

FISCAL & STAFF IMPACT: None associated with setting the hearing.

RECOMMENDATION: It is recommended that the Town Council adopt the resolution setting the public hearing for May 24th, 2022.

A RESOLUTION CALLING A PUBLIC HEARING ON THE ARTSCENTER SPECIAL USE PERMIT-A REQUEST

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

WHEREAS, an application has been received for a Special Use Permit-A authorizing The ArtsCenter on the 400 Roberson Street parcel identified by Orange County PIN 9778-95-2758.

NOW, THEREFORE BE RESOLVED by the Town Council that the Council call a public hearing on May 24th, 2022 to discuss The ArtsCenter project.



Vicinity Map- ArtsCenter at 400 Roberson Street



File Number:22-137

Agenda Date: 4/26/2022

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Contract Authorization and Project Ordinance Update for Signal Work associated with the East Main Street Restriping Project

PURPOSE: The purpose of this agenda item is to provide the Council with the opportunity to authorize the Town Manager to execute a contract for the traffic signal work and approve the revised project ordinance for the East Main Street restriping project.

DEPARTMENT: Public Works, Planning and Finance

CONTACT INFORMATION: Ben Schmadeke, Capital Projects Manager, 919-918-7424,

bchmadeke@carrboronc.gov <mailto:bchmadeke@carrboronc.gov>; Christina Moon, Planning Administrator, 919-918-7325, cmoon@carrboronc.gov <mailto:cmoon@carrboronc.gov>; Arche McAdoo, Finance Director, 919-918-7439, amcadoo@carrboronc.gov <mailto:amcadoo@carrboronc.gov>

INFORMATION: NCDOT is scheduled to begin the East Main Street resurfacing project in mid-May. Work will involve, milling, repaying, and the installation of new pavement markings to include bike lanes. The Town is responsible for arranging for the necessary changes to the traffic signals to accommodate the new lane configuration. On March 18th, staff sent out a request for bids to 29 vendors on NCDOT's pregualified list for signal work who were either classified as minority/woman-owned businesses (MWBE), historically underutilized businesses (HUB) or identified as a firm that works in Orange County. Two firms submitted quotes by the April 8th deadline. A summary of the bid results is provided in Table 1 below.

Table 1 - Summary of Bids		
Bidder	Bid Amount	North Carolina certified HUB?
TCD	\$119,565.00	No
Fulcher Electric	\$148,916.60	No

Schedule

The resurfacing project is scheduled to begin in mid-May and anticipated to be completed in approximately 5 weeks. The work schedule will be dictated by NCDOT and their contractor, Sunrock, and will be weather dependent. The signal work will be completed in tandem with the NCDOT resurfacing with final completion to occur at the same time. Town staff will be providing updates to the community prior to and during construction to inform of traffic disruptions and traffic pattern changes; a more definitive schedule should be available after

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the preconstruction meeting.

Background

In 2018, the Town hired Stantec, a transportation engineering firm to prepare a capacity analysis and subsequently a new pavement marking plan and signal plan to allow for East Main Street to be reconfigured from the existing four lane cross section to three lanes (two travel lanes and a center turn lane) and bike lanes as part of NCDOT's regularly scheduled resurfacing project. The project was delayed twice, first due to NCDOT schedule changes and more recently due to an OWASA pipe replacement project. The resurfacing work will include East Main Street from Jones Ferry Road to the Town's eastern boundary with Chapel Hill at Rosemary Street and Merritt Mill Road. The new cross section design will affect the eastern portion of corridor from Chapel Hill to the intersection with West Weaver Street and Roberson Street (Attachment C). West Franklin Street is part of the same NCDOT resurfacing project, and the Town of Chapel Hill has likewise engaged an engineering firm to prepare a capacity analysis and new cross section design.

File Type: Agendas

The final plan in Carrboro will include the new lane configuration, traffic signal changes and green pavement markings. NCDOT will install standard white pavement markings as part of the resurfacing, and the traffic signal work must be completed in tandem. Staff is evaluating options for the installation of the green pavement markings as either a separate standalone bid or as part of the advertisement for the bike loop detector project. Staff had anticipated advertising the bike loop project at the same time as the signal work but had to shift focus to ensure that the Town would have a signal contractor procured and ready to mobilize at the same time as NCDOT's resurfacing contractor.

The installation of bike lanes along this important corridor will greatly improve bicycle safety for all users, furthering the Town's goals toward equity and climate action.

FISCAL & STAFF IMPACT: The cost of the signal work is \$119,565. Staff impacts will involve project management, coordination with NCDOT and the Town of Chapel Hill, and public communication relating to possible lane closures. The Town of Chapel Hill will provide the field inspections for the installation under the existing traffic signal maintenance agreement between Carrboro and Chapel Hill.

RECOMMENDATION: Staff recommends that the Council consider the resolutions (Attachments A and B) authorizing the Town Manager to award the contract to TCD (Traffic Control Devices, LLC) and updating the Project Ordinance to reflect the current project costs. The Council reserves the right to reject any or all proposals.

A RESOLUTION FOR AWARDING THE CONTRACT FOR THE SIGNAL WORK ASSOCIATED WITH THE EAST MAIN STREET RESTRIPING PROJECT

WHEREAS, the Town has advertised and received two (2) quotes for the East Main Street traffic signal modifications; and,

WHEREAS, bidding and advertising were performed in compliance with state and federal requirements including steps taken to reach Historically Underutilized Businesses (HUBs); and,

WHEREAS, staff have identified TCD (Traffic Control Devices, LLC) out of Salisbury, North Carolina, as the lowest cost responsive and responsible bidder and recommend that they be awarded the contract;

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council authorizes the Town Manager to award the contract for the East Main Street traffic signal modifications to TCD in the amount of \$119,565.

This the 26th day of April 2022.

AMENDMENT TO EAST MAIN STREET SIGNAL AND PAVEMENT MARKINGS PROJECT ORDINANCE ORDINANCE NO. _____

WHEREAS, the Town Council previously authorized staff to proceed with final design for the signal and pavement marking to improve bikeway safety along the East Main Street corridor; and,

WHEREAS, the final design has been completed and construction work will need to be coordinated with NCDOT as they undertake a re-paving of this area of East Main Street; and,

WHEREAS, the Town issued a request for bid to perform the required work for the signal modifications and now wishes to award a contract to complete the signal work; and,

WHEREAS, no funds have been appropriated for the construction and work for the signal and pavement markings.

NOW, THEREFORE PURSUANT TO N.C.G.S 159-13.2, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO THAT:

- 1. Revenues are appropriated in an amount not to exceed \$159,565 for construction of the signal and payment markings along the East Main Street corridor.
- 2. The amount in Section 1 above shall be appropriated from the Fund Balance in the General Fund.
- 3. Funds shall be used for the following purpose:

a.	Construction and repair of traffic signals:	\$119,565
b.	Reserve for green pavement markings	\$ 40,000

- 4. This Capital Project Improvement Ordinance is hereby authorized until all project activity is completed.
- 5. The Finance Office is authorized to undertake the necessary financial actions for the funding of this is project.
- 6. Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this ordinance with the Finance Director and Planning Director.





File Number:22-134

File Type: Agendas

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1

TITLE:

Conditional Use Permit Minor Modification Request for Royal Park Apartments at 501 Highway 54 West

PURPOSE: The purpose of this item is for Town Council to consider approving a Minor Modification to the Conditional Use Permit for Royal Park Apartments to allow the construction of a new sidewalk and retaining wall along the western side of the entrance. Town staff recommends approval of the request. **DEPARTMENT:** Planning Department

CONTACT INFORMATION: James Thomas, Planner / Zoning Development Specialist, Phone: (919)-918-7335 Email: jthomas@carrboronc.gov

INFORMATION: Royal Park Apartments was issued a Conditional Use Permit, now titled Special Use Permit-A, in the late 60' or early 70's for an apartment complex on the property located at 501 Highway 54 West.

The property has its main access off Highway 54 and at the present time, there are no sidewalks on either side of the access road. The property owners are requesting to install a sidewalk and retaining wall on the western side. This sidewalk will provide safer access for tenants to catch school buses and other forms of public transportation along Highway 54.

FISCAL & STAFF IMPACT: An invoice associated with the Minor Modification has been paid by the applicant.

RECOMMENDATION: The Town Staff recommends that the Town Council adopt the attached resolution approving the requested to approve the Minor Modification to the Conditional Use Permit.



■ VICINITY MAP NO SCALE



PROJECT INFORMATION

PARCEL DATA

LOT 5 PIN: 9778731754, 9778741062, 9778734827 Deed Book / Page: 001205 / 00114

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AREA Area:	13.58 AC.
<u>ZONING</u> Site zoned	R7.5
SETBACKS STREET YARD: SIDE YARD: REAR YARD:	25' MIN. 10' MIN. 10' MIN.

<u>FLOOD PLAIN INFORMATION</u> Site is not located in a SFHA per FEMA Map #3710977800J, Panel 9788J, effective date 02/02/07.

PARKING SPACES FOR ENTIRE SITE

Existing Parking Spaces = 450 spaces / 29 H.C.

<u>UTILITIES</u> The utilities shown were located from physical evidence above ground. Water and sewer serve the premise through easements referenced in this survey or by public right—of—way. Power, telephone and cable not located in this survey serve the property through blanket easements stated in this survey. Water and sewer easements shown on the site plan; No evidence found recorded.

GENERAL NOTES

All distances are horizontal ground unless otherwise noted. Horizontal datum based on NC Grid coordinates, NAD 1983. The subject property abuts the right—of—way boundary lines of NC Hwy 54. To my knowledge, no USGS Mon. within 2,000'

STATEMENT OF ENCROACHMENTS

At the time of this survey encroachments were observed and are shown hereon.

SARMIRAN Sarmiran, PLLC PO Box 1378 Hillsborough NC 27278 919 241-8745 v 919 241-8747 f 4 **Royal Park** Retaining Wall -Royal Park 501 Highway 54 Bypass Carrboro, NC 27510 Date Description No. 2127001 Project number 12 / 21 / 2021 Date JMC Drawn by JMC Checked by 1" = 50'-0" Scale Seal NEIMAA (YU: -) A 02901

12/21/2021

MINOR SITE PLAN

C1.01





3 RETAINING WALL - NO SIDEWALK S3.01 3/4" = 1'-0"









February 5, 2022

Mr. James Thomas Town of Carrboro Planner Town Hall 2nd Floor 301 West Main Street Carrboro, NC 27510

Re: Royal Park Apartmens 501 Highway 54 Bypass Carrboro, NC 27510

PIN – 9778731754

Mr. Thomas:

A bus stop in front of Royal Park Apartments receives a great deal of use by the residents of the complex. The bus stop was not present when the complex was built in the early 1970s, and no provisions are in place to allow easy access to the stop. Presently, the residents of Royal Park Apartment traverse the west side of the driveway between the bus stop and their residences.

The owners of the property do not view this as a desirable condition, as much of the ridership is children. The owners are requesting permission construct a sidewalk on the west side of the driveway. A small retaining wall will be necessary to place the sidewalk. The extent of the sidewalk is shown on two drawings transmitted to you previously.

Please accept this letter as an explanation of the owner's desired course of action, and please, call me with any questions or concerns..

Respectfully,

Sarmiran, PLLC

ames Michael Czar, Principal



Sarmiran, PLLC PO Box 1378 Hillsborough, NC 27278-1378 V 919 241 8745 F 919 241 8747

A RESOLUTION ALLOWING A MINOR MODIFICATION TO THE CONDITIONAL USE PERMIT FOR ROYAL PARK APARTMENTS AT 501 HIGHWAY 54 WEST.

WHEREAS, the Town Council approved a Minor Modification to the Conditional Use Permit for Royal Park Apartments; and

WHEREAS, the Town of Carrboro Land Use Ordinance requires that any modification of an existing Conditional Use Permit that does not substantially impact neighboring properties, the general public, or the intended occupants of the project, constitutes a minor modification to the original Conditional Use Permit; and

WHEREAS, the Town Council finds that the applicant has satisfied the requirements related to minor modifications contained in the Land Use Ordinance.

NOW, THEREFORE BE IT RESOLVED by the Town Council for approval of the minor modification to Royal Park Apartments for the installation of a sidewalk and retaining wall on the western side of the access road.

This the 26th day of April 2022.



File Number:22-141

File Type: Agendas

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1

TITLE:

Permit Extension Request for Previously Issued Conditional Use Permit for Veridia AIS **PURPOSE:** The purpose of this item is for Town Council to consider approving a request for an extension of the date when a Conditional Use Permit would otherwise expire for Veridia AIS CUP. Town Staff recommends approval of the request.

DEPARTMENT: Planning Department

CONTACT INFORMATION: Marty Roupe, Development Review Administrator, <u>mroupe@carrboronc.gov <mailto:mroupe@carrboronc.gov></u> or 919-918-7333

INFORMATION: On behalf of Sustainable Properties, LLC, Mr. David Bell has requested an extension of the date on which a previously issued Conditional Use Permit (CUP) would otherwise expire on April 26, 2022. The Board of Aldermen originally granted this CUP on April 26, 2011. The permit allows construction of a major subdivision consisting of 39 residential dwelling units. Construction of the project has not commenced.

The applicant has submitted a letter, included as Attachment C, related to compliance with LUO Section 15-62 and including information about their continuing efforts to build the project. Of note, substantial progress has been made with two different nonprofit agencies with work continuing now with both respective agencies. The letter requests a two-year extension to allow for this work to continue in a manner that may preserve elements of and build upon the project that has already been approved.

FISCAL & STAFF IMPACT: The applicant has paid the applicable fee associated with this request. No other impact noted.

RECOMMENDATION: Town Staff recommends that Town Council adopt the attached resolution approving the permit extension request. The new expiration date for the permit would be April 26, 2024.

A RESOLUTION APPROVING AN EXTENSION OF THE DATE ON WHICH A CUP WOULD OTHERWISE EXPIRE FOR VERIDIA AIS CUP

WHEREAS, the Carrboro Board of Aldermen approved a Conditional Use Permit for the Veridia AIS CUP on April 26, 2011; and

WHEREAS, the Town Council approved an extension to the date on which the Conditional Use Permit for the Veridia AIS CUP would have expired, thereby extending the date to April 26, 2022; and

WHEREAS, the Town Council finds, per Section 15-62(c) of the LUO, that: 1) the CUP has not yet expired, 2) the permit recipient has proceeded with due diligence and in good faith, and 3) conditions have not changed so substantially as to warrant a new application.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the permit is again extended, with a new expiration date for Veridia AIS CUP of April 26, 2024.

This the 26th day of April, 2022

STAFF REPORT

то:	Town Council	
DATE:	April 26 th , 2022	
PROJECT:	Conditional Use Permit Extension Request for Veridia AIS Subdivision at 810 Old Fayetteville Road	
APPLICANT and OWNER:	Sustainable Propertie 5020 Walnut Cove Ro Chapel Hill, NC 27516	s, LLC ad
PURPOSE:	Request for an extens Permit would otherwi at 810 Old Fayetteville April 26 th , 2022	ion of date when Conditional Use ise expire for Veridia AIS Subdivision e Road. This CUP permit expires on
EXISTING ZONING:	R2-CU	
PIN:	9779-01-7407 & 9779-01-7345	
LOCATION:	810 Old Fayetteville Road	
TRACT SIZE:	282,704sf (6.49acres)	
EXISTING LAND USE:	Mobile Home Park	
PROPOSED LAND USE:	26.100, Major subdivision consisting of 1.111, single family detached residences	
SURROUNDING LAND USES:	North: R-20, single-family residences South: R-15, single-family residences West: Old Fayetteville Road East: R-20, single-family residences	
ZONING HISTORY:	R2-CU since 2011	
RELEVANT ORDINANCE SECTIONS:	Section 15-62	Expiration of Permits

BACKGROUND

The applicant/property owner, Sustainable Properties, LLC has requested that the date on which a previously issued Conditional Use Permit extension that expires on April 26th, 2022 be re-established to an expiration date of April 14th, 2024.

The Town Council originally granted the Conditional Use Permit on April 26th, 2011 and has approved four (4) permit extensions.

APPLICABLE LUO PROVISIONS

Extensions to the date on which a permit would otherwise expire must be granted in accordance with Section 15-62 (Expiration of Permits) of the LUO. Specifically, please note that Section 15-62(a) of the LUO dictates that the CUP would expire on April 26th, 2022 in this case because less than ten percent (10%) of the total cost of all construction, erection, alteration, excavation, demolition, or similar work on the development authorized by the permit has been completed on the site.

Section 15-62(c) gives the permit-issuing authority (Town Council) the authority to grant an extension to the date on which the permit would otherwise expire. Section 15-62(c) reads as follows:

"(c) The permit-issuing authority may extend for a period up to two years the date when a permit would otherwise expire pursuant to subsections (a) and (b) if it concludes that (i) the permit has not yet expired, (ii) the permit recipient has proceeded with due diligence and in good faith, and (iii) conditions have not changed so substantially as to warrant a new application. Successive extensions may be granted for periods up to two years upon the same findings. All such extensions may be granted without resort to the formal processes and fees required for a new permit."

Staff offers the following information related to the conditions outlined in Section 15-62(c):

1. The permit has not yet expired.

COMPLIANCE: No, the permit has not expired. The permit is set to expire on April 26th, 2022.

2. The permit recipient has proceeded with due diligence and in good faith.

COMPLIANCE: Yes, the permit recipient has proceeded with due diligence and in good faith. Sustainable Properties, LLC has stated that they are actively working with two

nonprofit agencies on a plan to build a project. Work is active and ongoing, and the extension would allow for work to continue with the original approval intact.

3. Conditions have not changed so substantially as to warrant a new application.

COMPLIANCE: Yes, it is true that conditions have not changed so substantially as to warrant a new application. No changes to the property have taken place since the permit was originally approved, except for maintenance and improvements to make living situations better for current residents.

RECOMMENDATION

The Town Staff recommends that the Town Council adopt the attached resolution approving the permit extension request. The new expiration date for the permit would be April 14th, 2024.

Attachment C, Page1

April 15, 2022 Town of Carrboro Planning Department 301 West Main Street Carrboro, NC 27510 Attn: Martin Roupe

Dear Marty,

As owner of Sustainable Properties, LLC, I hereby request an additional two-year extension of the CUP for the Veridia AIS Subdivision originally approved by the Town on April 26, 2011. Per my previous request, I have entered into discussions with several nonprofits regarding the potential for partnership on a development plan for the site that can maintain it as affordable housing, and, hopefully, expand the supply of affordable housing at the site while upgrading its quality and sustainability. Discussions have moved forward substantively with two nonprofits: Resident Owned Communities (ROC) and Habitat for Humanity. Per the request of these nonprofits, and particularly Habitat, I am requesting this extension to give time for them to continue reviewing the potentials for the site and determine whether some or all of the existing redevelopment plan for Veridia would be compatible with our shared goal of effectuating redevelopment without displacement.

A lot has transpired in the past two years, and, through continued work at the park and the sale of other assets I own, I am now comfortable operating the park for the mid-long term if that is what is needed to bridge into a situation in which I can redevelop without displacement. Ideally, I would also like to increase the density on the site and provide even more affordable housing to help address the massive shortfall that is only worsening in Carrboro and nationwide; I will plan to stay in touch with the town and potential nonprofit partners throughout that process.

As in past years, I'd like to add that if the Town Council is willing to continue providing their support for the concept, I will continue pushing toward a maximally socially and environmentally redeeming solution that remains, as it is now, accessible to those who need it most, and becomes a community that Carrboro can truly be proud of.

Thank you,

no BOR

David Bell Sustainable Properties, LLC





ORANGE COUNTY NORTH CAROLINA

TOWN OF CARRBORO CONDITIONAL USE PERMIT GRANTED Veridia Architecturally Integrated Subdivision

On the date(s) listed below, the Board of Aldermen of the Town of Carrboro met and held a public hearing to consider the following application:

APPLICANT: Sustainable Properties, LLC

OWNERS: Sustainable Properties, LLC

PROPERTY LOCATION (Street Addresses): 810 Old Fayetteville Road

TAX MAP, BLOCK, LOT(S): 7.108.41 and 7.108.32 (PIN #s 9779017345 and 9779017407

PROPOSED USE OF PROPERTY: Major subdivision consisting of 1.111, single family detached residences

CARRBORO LAND USE ORDINANCE USE CATEGORY: 26.100

MEETING DATES: April 26, 2011

Having heard all the evidence and arguments presented at the hearing, the Board finds that the application is complete, that the application complies with all of the applicable requirements of the Carrboro Land Use Ordinance for the development proposed, and that therefore the application to

make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable provisions of the Land Use Ordinance and the following conditions:

- The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the Carrboro Town Hall. Any deviations from or changes in these plans must be submitted to the Development Review Administrator in writing and specific written approval obtained as provided in Section 15-64 of the Land Use Ordinance.
- 2. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.
- 3. That 35 of the 39 homes shall be offered for a pre-construction base price of less than \$300,000. To secure a home at this rate, interested buyers must pay a deposit and meet the "qualified buyer" lending requirements of the financial institution funding the project's development. Upon being offered a home at this price, a potential buyer may choose to negotiate with the seller the purchase of a home at a higher price established relative to the market value of desired modifications and additions to the base price home's offerings. This restriction shall remain for any sales realized prior to construction beginning or within a one-year period following construction plan approval, whichever comes first. After the restriction expires, the maximum base price may increase threepercent (3%) annually to allow for inflation and building cost increases.
- 4. That the construction plans and final plat for the project must exhibit compliance with LUO Section 15-188, as written at the time of each respective approval.
- 5. That prior to construction plan approval, the applicant receive a driveway permit from NCDOT.
- 6. That the Board of Aldermen finds the provision of 68 parking spaces, within carport bays and parallel and perpendicular to the driveway, sufficient to serve Veridia development's 39 single-family homes. The Board makes this finding based on information provided by the applicant noting proximity to schools, shopping, parks, and a bus stop.
- 7. That the HOA documents for the development must include provisions requiring that the carport bay areas must remain available for parking of a vehicle.
- 8. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some feature are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in DXF format and shall include a base map of the whole project and all separate plan sheets. As-built DXF files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
- 9. That prior to construction plan and final plat approvals, the developer shall submit detailed stormwater system maintenance information: maintenance and operations plan and manual, maintenance agreement, etc, in accordance with the requirements of LUO Section 15-263.1. The information must be reviewed and approved by the Town Engineer, Town Attorney, and Environmental Planner. Upon approval, the plans shall be included in the homeowners' association documentation.
- 10. That the construction entrance for the project must be clearly identified on the construction plans.
- 11. That the construction plans must call for a specific and acceptable type of inlet protection along Old Fayetteville Road.

- 12. That the developer provide a final, written statement from the electrical utility stating that electric service can be provided to all locations shown on the construction plans prior to the approval of the construction plans.
- 13. That fire flow calculations and building-sprinkler design (as required) must be submitted and approved by the Town Engineer and Town Fire Department prior to construction plan approval.
- 14. That the applicant work with staff during construction to establish a 'natural' playfield. The field may contain a small number of trees but must remain clear enough to reasonably allow for play and sports activities.
- 15. That all proposed recreation facilities and areas shall be marked 'private' on the construction plans and final plat.
- 16. That the subdivision must comply with the requirements of LUO Section 15-177(d)(3)(a), which specifies a minimum number of nine (9) different significantly different house plans, i.e. elevation sets. The elevations must be incorporated into the plans before the construction plans may be approved.
- 17. That the applicant must obtain a CAPS certificate for the project from the Chapel Hill Carrboro City Schools System prior to construction plan approval.
- 18. That the final version of the homeowner's association documents must be reviewed and approved by the Town Attorney. The documents shall not preclude the use of clotheslines on private lots within the subdivision.
- 19. That the applicant must obtain all necessary temporary and permanent easements prior to construction plans approval.
- 20. For non-LUO required infrastructure, including but not limited to the project's solar array, the applicant must either install the features or submit a performance security in accordance with the town's process for bonding, prior to the issuance of the project's 26th building permit.
- 21. That prior to the final plat approval, the applicant must display a site plan and erect disclosure signs on-site, adhering to the requirements of LUO Sections 15-83.1 and -83.2.
- 22. The playground equipment should be CPSC compliant with an ADA component.
- 23. The 25 remaining units will be size limited to 1,350 square feet.
- 24. Construct 1,100 square feet units so that no more than two units are located adjacent to each other.
- 25. Buyers should be free to select the financial institution of their choice.
- 26. Storage sheds should have room for at least two bicycles.
- 27. The central walking path should be six feet in width.
- 28. The developer will provide a stub-out or path to connect through the James' property.
- 29. The developer will disclose parking limitations to buyers.
- 30. The developer will provide a minimum of three months notice to existing residents before they must vacate.

This permit shall automatically expire within two years of the date of issuance if the use has not commenced or less than 10 percent (10%) of total cost of construction has been completed or there has been non-compliance with any other requirements of Section 15-62 of the Carrboro Land Use Ordinance.

All street construction on those streets proposed for acceptance by the Town of Carrboro shall be certified by an engineer. Engineering certification is the inspection by the developer's engineer of the street's subgrade, base material, asphalt paving, sidewalks and curb and gutter, when used. The developer's engineer shall be responsible for reviewing all compaction tests that are required for streets to be dedicated to the town. The developer's engineer shall certify that all work has been constructed to the town's construction specifications.

If this permit authorizes development on a tract of land in excess of one acre, nothing authorized by the permit may be done until the property owner properly executes and returns to the Town of Carrboro the attached acknowledgment of the issuance of this permit so that the town may have it recorded in the Orange County Registry.

NORTH CAROLINA

ORANGE COUNTY

IN WITNESS WHEREOF, the Town of Carrboro has caused this permit to be issued in its name, and the undersigned being all of the property above described, do hereby accept this Conditional Use Permit, together with all its conditions, as binding upon them and their successors in interest.

THE TOWN OF CARRBORO

ATTEST:

Town Clerk

Town Manager

BY

(SEAL)

I, ______, a Notary Public in and for said County and State, do hereby certify that Catherine C. Wilson, Town Clerk for the Town of Carrboro, personally came before me this day and being by me duly sworn says each for himself that she knows the corporate seal of the Town of Carrboro and that the seal affixed to the foregoing instrument is the corporate seal of the Town of Carrboro, that Steven E. Stewart, the Town Manager of said Town of Carrboro and Catherine C. Wilson, Town Clerk for the Town of Carrboro subscribed their names thereto; that the corporate seal of the Town of Carrboro was affixed thereto, all by virtue of a resolution of the Board of Aldermen, and that said instrument is the act and deed of the Town of Carrboro.

IN WITNESS THEREOF, I have hereunto set by hand and notarial seal this the _____ day of _____, 2011.

(SEAL)

Notary Public

My Commission Expires:_____



File Number:22-140

File Type: Agendas

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1

TITLE:

A Public Hearing for a Minor Modification Request to the Winmore VMU Conditional Use Permit to allow conversion of Lot 179 to three single-family lots and assign the community pool to serve as civic use for the VMU

PURPOSE: The purpose of this item is for Town Council to hold a public hearing and consider whether to approve a Minor Modification to the Conditional Use Permit for Winmore VMU to allow conversion of Lot 179 to three single-family lots and assign the community pool to serve as civic use for the VMU. A resolution approving the modification is attached should the Town Council choose to approve the request. **DEPARTMENT:** Planning Department

CONTACT INFORMATION: Marty Roupe, Development Review Administrator, 919-918-7333 or mroupe@carrboronc.gov

INFORMATION: During its March 15, 2022 meeting, Town Council discussed the proposed request with the developer and amongst themselves, and decided to hold a public hearing on the matter before making a decision. Staff has mailed and published notice of the hearing for the April 26, 2022 meeting. Information in the abstract below remains the same as what was included in the earlier agenda item. Additional attachments are included as follows:

-Attachment A, The resolution has been updated to the April 26, 2022 public hearing date, should Council choose to adopt it.

-Attachment G, The Winmore HOA distributed a newletter to Winmore residents, it is included for reference, and

-Attachment H, Town Engineer Josh Dalton provided a note regarding his review of the application so far and how drainage on the single-family lots will be addressed moving forward, if the modification request is approved.

Information from March 15, 2022 Agenda Item:

On June 10, 2003, the Board of Aldermen approved a Conditional Use Permit for construction of a Village

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File Type: Agendas

Mixed Use project at 1400 Homestead Road. The original CUP document is included as *Attachment B*, for reference. Construction proceeded and multiple minor modifications were approved subsequent to the initial approval. One such modification allowed for construction of a community pool to be added, with more information related to the pool included below. Renderings are included for reference for both the original site plan for the overall development and for the community pool facility (*Attachment C*). The project has been nearly completely built out for a number of years at this point, with one remaining issue of significance, that being the use of an existing vacant lot, Lot 179. The lot is depicted in the applicant's materials (*Attachment D*) and its history is further described below.

Lot 179 was originally intended for a building housing a civic use within the Storefront & Townhouse Use Area portion of the development. The building could be used in a number of ways as described in CUP condition number 4. As described by the applicant, in bringing forward a LUO text amendment application in 2017, the market was not conducive to constructing such a building, and the lot simply remained vacant for a number of years.

The aforementioned text amendment was approved in 2017, as shown in an excerpt of the meeting minutes included as *Attachment E*. Subsequent to the text amendment being approved, the applicant began further exploring development plans and ideas for use of the lot as well as how to fulfill the civic use obligation within the development, including discussions with the Homeowner's Association (HOA) regarding what ultimately would be brought forward as a Minor Modification request. While multiple ideas were considered, the HOA and developer ultimately agreed to bringing forward a request to create three single-family lots out of Lot 179 and to allow the community pool to serve as the civic use area for the development. The HOA has provided a letter supporting the request while also expressing some other issues of concern that are to be worked out by way of continuing discussions with the developer. The HOA's letter is included as *Attachment F*. The two matters in the HOA's letter involving the town, numbers 2 and 3, are addressed in the resolution provided. Town staff finds it acceptable for the subject parking space described to be removed, and town staff, including the town engineer, will work with the applicant when approving the plot plans for the three houses to minimize drainage issues associated with the alleyway, as requested, if the resolution approving the modification is approved.

In more detail, the decisions before Council related to the application are as follows:

- 1) Whether to allow Lot 179 to be converted to three single-family lots. A close look at the plat included with the application actually shows four lots and a newly created extension of the existing private alley. The alley will serve as a rear-loaded access point and driveway connection location consistent with other single-family areas in the development. The fourth lot shown will be dedicated to the HOA as additional / new common open space for the development. The development already contains 41% open space, exceeding the LUO requirement, so this lot would add to the overall percentage set aside as open space. If the Minor Modification request is approved, the subject lot automatically converts from Storefront & Townhouse Use area to Single-Family Use area with respect to the previously approved Master Plan for the VMU.
- 2) Whether to allow the community pool facility to serve as the civic use area / facility for the

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development. Various ideas have been discussed for how to fulfill the civic use, and the applicant ultimately chose to bring forward the application with the pool serving as the facility. The text amendment approved in 2017 does allow for this request to be approved as brought forward, should Council choose to agree with the request.

Note that Town Council is not required to but always may choose to call a public hearing before making a decision on a Minor Modification request.

FISCAL & STAFF IMPACT: The applicant is paying the usual fees associated with a minor modification with public hearing item. No other fiscal or staff impacts are noted, with the exception to some change to tax base impacts associated with converting the civic lot to single-family home use.

RECOMMENDATION: Town staff requests that Town Council hold a public hearing and consider whether to adopt a resolution approving the CUP Minor Modification request. A resolution allowing the conversion of Lot 179 to single-family use and allowing the community pool to serve as the civic use for the development is attached should Council choose to approve the request.

The following resolution was introduced by Council Member _____ and duly seconded by Council Member ______ and duly seconded by Council Member _______ and duly seconded by Council Member ________ and duly seconded by Council Member _________ and duly seconded by Council Member ________ and duly seconded by Council Member ________ and duly seconded by Council Member _________ and duly seconded by Council Member __________ and duly seconded by Council Member __________ and duly seconded by Council Member ___________ and duly seconded by Council Member _________________ and duly seconded by Council Member ______________________________and du

A RESOLUTION APPROVING A MINOR MODIFICATION TO THE WINMORE VILLAGE MIXED USE CONDITIONAL USE PERMIT PROJECT AT 1400 HOMESTEAD ROAD FOR THE CONVERSION OF LOT 179 INTO THREE SINGLE-FAMILY HOME LOTS AND ALLOWING THE COMMUNITY POOL TO SERVE AS THE CIVIC USE AREA / FACILITY FOR THE DEVELOPMENT.

WHEREAS, the Carrboro Board of Aldermen approved a Conditional Use Permit for the Winmore Village Mixed Use Project at 1400 Homestead Road on June 10, 2003; and

WHEREAS, the Town of Carrboro desires to see developments constructed in the Town's jurisdiction in a responsible and marketable manner; and

WHEREAS, Town Staff has determined that this request constitutes a Minor Modification to the Conditional Use Permit; and

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

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Minor Modification to the Winmore Village Mixed Use Conditional Use Permit is hereby approved. This approval authorizes:

-Removing existing condition 4 on the original CUP in favor of changing the subject lot to Single-Family Use area designation on the Master Plan, and

-Allowing for the creation of four lots and a private alley area to be created from Lot 179. Three of the lots will be for one single-family home each, and the applicant has agreed to dedicate the fourth lot to the HOA as additional common open space for the development, and

-Allowing the existing community pool to serve as civic use area / facility for the development, and

-Removing an on-street parking space at the corner of Atterbury Street and East Winmore Avenue, and

-Review and approval by the town engineer of plot plans for the three single-family lots, those being lots 179 A through C, in a manner that minimizes any additional surface runoff from the lots into private alley number 6.

This the 26th day of April 2022.

Attachment B, Page1



FILED Joyce H. Pearson Register of Deeds Orange COUNTY,NC

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RE-RECORDING STATEMENT:



CONDITIONAL USE PERMIT GRANTED

On the date(s) listed below, the Board of Aldermen of the Town of Carrboro met and held a public hearing to consider the following application:

APPLICANT: Winmore Land Management, Inc.

Annie H. Collier, Bryan and Helen Yates, Fay H. Daniel **OWNERS:** PROPERTY LOCATION (Street Address): 1318 Homestead Road, 1400 Homestead Road, 1410 Homestead Road, and 700 Lake Hogan Farm Road

TAX MAP, BLOCK, LOT(S): 7.109..11, 7.109..11C, 7.109..11D and 7.109..15 9779 9779-59-5501 9779-49-2200 9779-29-7157 8998.48-0734

PROPOSED USE OF PROPERTY: Village Mixed Use Development - Village Mixed Use Architecturally Integrated Subdivision of 98 Single-Family Lots, 66 Multi-Family Townhome Lots, 68 Multi-Family Apartments, and 20 Commercial Lots

CARRBORO LAND USE ORDINANCE USE CATEGORY: 32.000 (VMU). For the residential areas (1.111, 1.321, 1.331), all uses listed under 15-176.2(b)(2)(a and b) (as of 11-26-02) are allowed. For the commercial areas, all uses listed under B-3-T and O/A in the Table of Permissible Uses (as of 11-11-02) are allowed.

MEETING DATES: May 27, May 28, June 3, June 10, 2003

Having heard all the evidence and arguments presented at the hearing, the Board finds that the application is complete, that the application complies with all of the applicable requirements of the
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Carrboro Land Use Ordinance for the development proposed, and that therefore the application to make use of the above described property for the purpose indicated is hereby approved, subject to all applicable provisions of the Land Use Ordinance and 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 pointed out specifically to the administrator in writing and specific written approval obtained as provided in Section 15-64 of the Land Use Ordinance.

2. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.

3. That the development is approved as presented, per Section 15-176.2(a)(1) and 15-176.2(b) of the Carrboro Land Use Ordinance.

4. That a proposed civic use is hereby permissible on the 'proposed future civic use' lot as a part of this development, but any project proposed to be constructed on the 'proposed future civic use' lot shall be subject to a separate CUP review and approval process. Further, that the following use categories shall be permissible on the civic use lot: 5.200, 5.300, 6.110, 6.121, 6.140, 13.000, 15.100, 15.800, 22.200, 22.300, as well as meeting halls and schools.

5. That arrangements be made to assure the continued affordability of 48 units within the development. Specifically, the 24 units proposed in the affordable apartment complex and the 24 units that may be proposed at a later date on the 'co-op' lot (lot #99) shall be restricted in a manner that is consistent with the language found in Section 15-182.4 of the Carrboro Land Use Ordinance. The restrictions must be reviewed and approved by the Town Attorney, and must be in place prior to final plat approval.

6. That 24 apartment units (Use. 1.331) are permissible on the "co-op' lot (Lot #99) as part of this development, but that any project proposed to be constructed on the "co-op' lot will be subject to a separate CUP review and approval process.

7. That no additions or interior renovations designed to increase the heated square footage of the size-limited units can be approved/completed within the first year following the issuance of the Certificate of Occupancy per Section 15-188(e) of the Carrboro Land Use Ordinance. This statement must also be included on the recorded final plat and reference the applicable 'size-limited unit' lots.

8. That 'Homeowner's Association (HOA) Documents' (for both the residential and commercial portions of the project) be reviewed and approved by the Town Attorney prior to final plat approval, and that the HOA documents include the language found in a letter from Winmore Land Management dated February 18, 2003 regarding permissible uses in residential districts.

9. That all cross-sections shown on the construction plans shall show utility line locations for all proposed utilities, that all proposed roads and bridges shall comply with Town of Carrboro and/or NCDOT TND road and bridge standards, and that full compliance shall be demonstrated on the construction plans for the project, except where specific deviations to those standards are permitted by the granting of this CUP for Olmsted Drive, which represents a hybrid of Town standards and NCDOT standards.

10. That the applicant realign the proposed sidewalk on the construction plans so that it will fall completely within the existing NCDOT right-of-way, and that the 'end-point' for the sidewalk construction shall be where it ties in with the existing sidewalk on the south side of Camden Lane. Further, that the applicant agrees to construct intersection improvements at the Homestead Road/High School Road intersection shown in Exhibit A, subject to approval by NCDOT (and acquisition by NCDOT of any necessary additional right-of-way), or reasonable, alternative intersection improvements as required by NCDOT. The Homestead/High School

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Road intersection improvements must be completed prior to the issuance of a Certificate of Occupancy for the 117th primary residential dwelling unit.

That the applicant must obtain a driveway permit from NCDOT prior to 11. construction plan approval.

12. That the Board of Aldermen chooses the parkway design presented on Sheet 3a of the plans, and that the parkway design, including the 12-foot wide pedestrian/bicycle path be included on the construction plans.

That a 'speed-table' or other traffic calming feature from the Town's Residential 13. Traffic Management Plan be added to the plans at the construction plan stage, on Winmore Avenue, immediately to the west of the Bolin Creek bridge crossing.

That the Board of Aldermen chooses the originally proposed alignment of Kiley 14. Street and Atterbury Street, allowing an offset between the intersections where they intersect with Winmore Avenue.

That all sight triangle easements be free of street trees and other obstructions and 15. be shown as such on the construction plans.

That the construction plans and final plat for the project include a 'private' label 16. for the proposed 8-foot pedestrian way easements between Lots 4 and 5 and Lots 8 and 9.

17. That the construction plans for the project shall include design configurations for the two proposed bus stop locations and that the developer shall build the bus stops during road construction for the project. Further, the Board finds acceptable the use of the future bus stop locations as on-street parking areas until such time as Chapel Hill Transit provides service to the development.

That the applicant provide a diagonal parking plan for Lot H on the construction 18. plans, consistent with the one-way traffic flow pattern presented for Burroughs Lane.

That the applicant must receive approval of a minor modification to the CUP 19. before making use of the proposed 'overflow parking area' identified on the project plans, and that the applicant must obtain formal permission from Duke Power to make such use of the area before obtaining modification approval.

That the 'multi-use field' note be removed from the proposed 'overflow parking' 20. area on the construction plans.

That the Homeowner's Association documents for the project shall include 21. language specifically providing that on residential lots the required number of off-street parking spaces, including spaces in enclosed or partially enclosed garages, will be maintained for use as parking spaces.

22. That, if NCDOT deems it necessary, the proposed 17 willow oak trees alongside Homestead Road not be included on the construction plans.

23. That the applicant modify the lighting plan to the satisfaction of the Public Works Department with regard to the developer and homeowner's association being responsible for the additional costs associated with the placement of decorative lights around the main roundabout traffic circle prior to construction plan approval.

That the developer provide a written statement from the electrical utility stating 24. that electric service can be provided to all locations shown on the construction plans prior to the approval of the construction plans.

25. That the applicant further explore the possibility of including a 'linear stormwater' infiltrator system' in the project, and that the stormwater feature may be included on the



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construction plans if the Town Engineer and Town's Environmental Planner are satisfied with evidence presented by the applicant with regard to the workability and potential success of such a system on the site. If the feature is approved, then the applicant shall be allowed to modify the other stormwater features on the site at the construction plan level, so long as the Town Engineer confirms that the final stormwater-related aspects of the plan do comply with the requirements of the Carrboro Land Use Ordinance.

26. That if the 'linear stormwater infiltrator system' is approved, then the applicant shall include notations on the construction plans for the project establishing that the Winmore Homeowner's Association will be responsible for the maintenance of the feature, even though it is contained within a Town of Carrboro Public Access Easement.

27. That the applicant reconfigure the proposed locations of stormwater pipes wherever possible, so that pipes are contained within the public right-of-way, or that the applicant include stormwater easements on the construction plans and on the final plat on any lots that still contain any portion of the public stormwater piping system.

28. That the applicant provide to the Carrboro Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, Mylar and digital as-builts for the project. Digital as-builts should be in DXF format and shall include a base map of the whole project and all separate plan sheets. As-built DXF files should include all layers or tables containing storm drainage features. Storm drainage features should be clearly delineated in a data table. The data should be tied to horizontal controls.

29. That an application for a "No Impact Certification" or Conditional Letter of Map Revision (CLOMR) must be submitted to FEMA by the developer for the Bolin Creek crossing prior to the construction plans being approved. No construction governed by the issuance of a CLOMR or No Impact Certification may take place until certifications are issued.

30. That if a Letter of Map Revision (LOMR) must be obtained from FEMA, that such letter must be obtained prior to final plat approval.

31. That a 404 National Wetlands Permit from the US Army Corp of Engineers and a 401 Water Quality Certification from NCDENR's Division of Water Quality be obtained by the developer prior to the constructions plans being approved.

32. That the applicant must obtain all necessary temporary construction easements and permanent easements related to the project before construction plan approval, and that all easements shall be labeled appropriately on the construction plans and, for permanent easements, on the final plat.

33. That the 30-foot Town of Carrboro Public Access Easement be extended the entire length of the existing driveway so as to provide a possible public access point to the greenway from Homestead Road, and that this extension be shown on the final plat for the project.

34. That the applicant must receive approval of a detailed striping plan for the proposed pedestrian/bicycle trail prior to construction plan approval, and that the cross-section and striping plan must be shown on the construction plans. Additionally, the construction plans must show separation devices where roads and trails come together at bridge crossings to ensure pedestrian and bicycle safety.

35. That the Winmore Homeowner's Association documents shall stipulate that the playfields included in the development shall be cared for or otherwise maintained without the use of chemical fertilizers or pesticides.

36. That when building permit plans for each storefront and townhouse use building are submitted, the plans shall be forwarded to the Carrboro Appearance Commission for review prior to the issuance of the building permit.

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37. That prior to construction plan approval, the applicant shall submit to the Town staff copies of contractual agreements with third-party builders for the construction of the 24-unit affordable housing apartment building and the construction of the 24-unit cooperative housing area identified on the plans as Lot 99, as well as a complete conditional use permit application for the 24-unit cooperative housing area on Lot 99. The contractual agreements shall include language referencing an anticipated review and construction schedule, and shall state that upon receiving the land, the third-party builders agree to construct the affordable housing within a specified timeframe. The contractual agreements shall be reviewed and approved by the Town Attorney.

38. That the applicant shall offer 7 townhome units to Orange Community Housing and Land Trust at a price consistent with the language found in Section 15-182.4 of the Carrboro Land Use Ordinance.

39. That the final plat for the project include an offer of dedication to the Town of Carrboro for the land along and near Bolin Creek totaling approximately 27 acres as shown on Exhibit B. Also, prior to final plat approval, the applicant shall submit for review and approval by the Town Attorney an encroachment agreement or easement document that provides to the Winmore Homeowner's Association a right of access to and maintenance responsibilities for all recreation facilities and stormwater features located within the open space. The encroachment agreement or easement document must be recorded with the final plat for the project.

40. That the design of the stormwater wetland be modified to soften the edges and give it more of an appearance of a natural wetland.

41. That the developers consider changing some of the specific plants scheduled for the wetland unit.

42. That fully shielded lighting fixtures (as defined by International Dark Sky Association's Lighting Fixtures Guidelines) be installed along public streets, rather than cobra heads, to reduce light pollution and that the lights be similar in look and function to the lights being used along the private streets within the development. And, that the applicant modify the lighting plan to the satisfaction of the Public Works Department with regard to the developer and homeowner's association being responsible for the additional costs associated with the placement of such lights.

This permit shall automatically expire within two years of the date of issuance if the use has not commenced or less than 10 percent (10%) of total cost of construction has been completed or there has been non-compliance with any other requirements of Section 15-62 of the Carrboro Land Use Ordinance.

All street construction on those streets proposed for acceptance by the Town of Carrboro shall be certified by an engineer. Engineering certification is the inspection by the developer's engineer of the street's subgrade, base material, asphalt paving, sidewalks and curb and gutter, when used. The developer's engineer shall be responsible for reviewing all compaction tests that are required for streets to be dedicated to the town. The developer's engineer shall certify that all work has been constructed to the town's construction specifications.

If this permit authorizes development on a tract of land in excess of one acre, nothing authorized by the permit may be done until the property owner properly executes and returns to the Town of Carrboro the attached acknowledgment of the issuance of this permit so that the town may have it recorded in the Orange County Registry.

NORTH CAROLINA

ORANGE COUNTY

IN WITNESS WHEREOF, the Town of Carrboro has caused this permit to be issued in its name, and the undersigned being all of the property above described, do hereby accept this



STATE OF NORTH AROLINA ORANGE OF COUNTY I, Jan L. Juppen, a Notary Public in and for said County and State, do hereby certify that Sarah C. Williamson, Fown Clerk for the Town of Carrboro, personally came before me this day and being by me duly sworn says each for himself that she knows the corporate seal of the Town of Carrboro and that the seal affixed to the foregoing instrument is the corporate seal of the Town of Carrboro, that Michael B. Brough, Interim Town Manager of said Town of Carrboro and Sarah C. Williamson, Town Clerk for the Town of Carrboro subscribed their names thereto; that the corporate seal of the Town of Carrboro was affixed thereto, all by virtue of a resolution of the Board of Aldermen, and that said instrument is the act and deed of the Town of Carrboro.



My Commission Expires: 12-01-2003

NORTH CAROLINA

ORANCE COUNTY

I, Annie H. Collier, owner, do hereby acknowledge receipt of this Conditional Use Permit. The undersigned owner does further acknowledge that no work may be done pursuant to this permit except in accordance with all of its conditions and requirements and that this restriction shall be binding upon them and their successors in interest.

Owner Min Jack nie J. Collin

2. Kating, a Notary Public in and for said County and State, do hereby certify that Annie H. Collier appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and notarial seal this the $\frac{1}{2}$ day of $\frac{1}{2}$ $\frac{1}{2}$, 20/3

Notary Public



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We, Bryan and Helen Yates, owners, do hereby acknowledge receipt of this Conditional Use Permit. The undersigned owners do further acknowledges that no work may be done pursuant to this permit except in accordance with all of its conditions and requirements and that this restriction shall be binding upon them and their successors in interest.

Hongan R La Owner NORTH CAROLINA

ORANGE COUNTY

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JUKHAM 2. 19 a Notary Public in and for said County and State, do hereby certify that Bryan and Helen Yates appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and notarial seal this the day of August, 2003

Notary Public

Immission Expires: <u>Lan. 39, 2006</u> "THILLING SAL

I, Fay H. Daniel, owner, do hereby acknowledge receipt of this Conditional Use Permit. The undersigned owner does further acknowledges that no work may be done pursuant to this permit except in accordance with all of its conditions and requirements and that this restriction shall be binding upon them and their successors in interest.

Fry th Same

NORTH CAROLINA **ORANGE** COUNTY Jurhan I, Alan C. Kabbins, a Notary Public in and for said County and State, do hereby certify that Fay H. Daniel appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and notarial seal this the Eday of GJ gua9 2013

Notary Public



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(Not valid until fully executed and recorded)

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Joyce H. Pearson Register of Deeds Orange County North Carolina

State of North Carolina, County of Orange

The foregoing certificate(s) of ALAN C. ROBBINS -2nd ONE PG 7 ONLY, NOTARY PUBLIC, JANE L. TUOHEY, NOTARY PUBLIC for the Designated Governmental units is/are certified to be correct. See filing certificate herein.

This day November 4, 2003.

Joyce H. Pearson, Register of Deeds

BY: Deputy / Assistant Register of Deeds

Yellow probate sheet is a vital part of your recorded document. Please retain with original document and submit for recording.

20041123000424210 PRMIT **Bk:RB3617 Pg:103** 11/23/2004 04:38:07PM 9/11

20031104002553600 PRMIT Bk:RB3253 Pg:83 11/04/2003 04:37:13PM 9/11

STATE OF NORTH CAROLINA COUNTY OR ORANGE

The foregoing certificate(s) of _______ Public of the designated governmental units (is) (are) certified to be correct.

This the _____ day of ______, A.D. 20____.

Notary/Notaries

Register of Deeds

Assistant/Deputy Register of Deeds



By:

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THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.

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BLUE PACIFIC JUNIPER BIG BLUE LILYTURF PINK MUHLY DALLAS BLUES SWITCH GRASS COMMON ANNUALS

STELLA DE ORO DAYLILY

DROUGHT TOLERANT SLOPE MIXED

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Playground Area

Winmore Swim Carrborro, North Carolina Capkov Ventures, Inc CUP MINOR MODIFICATION

CLINE

125 N. Harrington St. Raleigh, NC 27603 919/833-6413 919/836-1280 FAX ClineDesignAssoc cor

RESEARCH TRIANOLE PARK, NO P.O. BOX 14005 ZIP ST709-4000 (919) 351-5000

Club

THE JOHN R. MCADAMS COMPANY, INC.

PROJECT: 06230 DATE: 01.16.2007 EVISIONS:

DRAWN BY: HECKED BY:

PRELIMINARY POOL LANDSCAPE PLAN

LP1.10

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EWB MWL





Patricia McGuire Planning/ Zoning Administrator Town of Carrboro 301 West Main Street, Second Floor Carrboro, North Carolina 27510

Dear Carrboro Town Council,

Capkov Ventures has been the developer of the Winmore Community since approved by the Town of Carrboro eighteen years ago. The development work was completed in May of 2007 when we recorded the final plat for the community. We developed and built homes in Winmore through one of the worst recessions in the United States since the Great Depression. It was difficult and involved years of losses, but we survived and built the community as it was envisioned. Winmore has the most ambitious affordable housing contribution ever made in the Town of Carrboro with 58 affordable units available to those earing 60% or less of the median income, and 36 size restricted homes. In Winmore over 35% of the homes were built to be affordable. Winmore has enforced Architectural Guidelines and a Green Building Code which have significantly shaped the look and sustainability of the community.

We now have only one lot remaining in Winmore and are requesting a Minor Modification to the Winmore Conditional Use Permit to subdivide Winmore lot #179 into three (3) single family lots. The three new lots will be the same size and of the same configuration as the adjacent single-family lots along East Winmore Avenue and Atterbury Drive.

Lot #179 is the last lot in Winmore that has not been built upon. As originally conceived, the lot was designed to have a 10,000 square foot commercial building where a variety of commercial uses were identified in the Conditional Use Permit. The uses approved by the Carrboro Board of Aldermen were:

- 1. Movie Theater.
- 2. Church.
- 3. Bowling Alley.
- 4. Library.
- 5. Meeting Hall.
- 6. Community Center.
- 7. Gym.

8. Indoor Recreational Use.

We have tried to sell the lot under the approved uses as well as a wide array of alternative commercial uses and there has been absolutely no interest. We have maintained and paid property taxes on lot 179 for the last 18 years. The primary reason for the lack of interest is the complete lack of parking to facilitate any type of business, including the options specifically laid out in the Conditional Use Permit. Additional factors include the fact that the lot has no exposure from a major roadway to support a business, neighborhood concerns about additional traffic, and the inconsistency of a 10,000 square foot commercial building with the surrounding residential uses. Winmore was the first, and to date the only, Village Mixed Use community in Carrboro. It was an experiment that has not been replicated. The "Civic Use Lot" as lot 179 was labeled seemed like a good place holder for the design team when the Winmore community was in its conceptual phase, but the practical reality is that the potential uses don't work for the reasons outlined above. The designated uses are incompatible with the surrounding homes and the available infrastructure is insufficient to support such uses.

We have spent the last several years trying to come up with a use that is viable and compatible with the existing neighborhood. The carrying cost of the lot is significant. We have spent \$94,600 in property taxes alone since the lot was created (See Exhibit H). Insurance and interest carry are formidable cost as well. Two years ago, we signed a purchase and sale contract to sell lot 179 to a builder who wanted to build a 12-unit condominium building. We thought it was a good fit within the mixed-use, primarily residential community. The building would have utilized the same footprint as the 10,000 square foot commercial building shown on the approved plans. After over a year of meetings and discussions with the Winmore Homeowners Association it was decided that the Winmore community could not support the construction of a 12-unit condominium building. The primary concerns were related to the increased traffic, parking, and inconsistency with the surrounding homes.

We went back to the drawing board and have come up with a plan that would address all of the communities' concerns by creating only three single family lots. The three lots would be the same size as the other single family home lots on East Winmore Avenue and the new homes would fit seamlessly into the existing neighborhood. The proposed plan was not considered previously because of the complexity and cost of extending water and sewer services to the lot. Lot 179 is currently served by a single 2" water line and a single 4" sewer line set at the far eastern corner of the lot (See attached Exhibit A). There is no sanitary sewer main line in front of the lot along East Winmore Avenue. This was a significant obstacle because extending the sewer main would have required a 30' OWASA easement. This could not be accommodated without tearing up the existing roadway and constructing a new main line. We met with OWASA and with their help came up with a plan that used the two existing manholes at either end of the lot for the sewer services (See attached Exhibit B). The two new service lines combined with the existing 4" sewer line provided the (3) services needed. Similarly with the water line we took the existing 2" line and split it into two 1" domestic service lines. We then used an abandon irrigation meter for the third water service. This made our current plan possible.

The Carrboro Land Use Ordinance Section 15-141.2(a) list ten (10) objectives that should be achieved in the design of a Village Mixed Use Community. Objective (7) requires that such developments provide ".... buildings or structures for civic assembly or for other common purposes that act as visual landmarks and symbols of identity with the community."

Section 15-141.2(a)(7) has been met in letter and in spirit by the Winmore swimming pool complex. As shown on attached exhibit "C" (three sheets) the Winmore swimming pool complex provides a wonderful place for the community to meet and over the years has helped forge the identity of the community. It was intended to be a social gathering spot for the neighborhood and has been continually used for exactly that purpose. There is a shaded ramada, rest rooms, extensive patio areas with dozens of tables and chairs, a grill, and parking. The Winmore swimming pool complex is the place where the community gathers. The swimming pool complex was not part of the initial Conditional Use Permit and was designed and paid for by Capkov (the developer) because we thought the community needed an amenity that everyone could enjoy. Capkov did not receive any recreational credits for the cost of construction.

The neighborhood has embraced our proposal and the Winmore Homeowners Association has written a letter to the Carrboro Town Council and the Planning Staff attesting to their support (See attached Exhibit D). The three homes being proposed were specifically designed for Winmore under the Winmore Design Guidelines and will be built to meet the Green Building Standards set out for all homes in Winmore. I have attached a streetscape rendering of what the homes will look like from East Winmore Avenue (See Exhibit E). As part of the proposal, we will convey the existing alley, and the overflow parking spaces on the north side of the alley to the Winmore Homeowners Association. We will also leave the triangular shaped piece of property north of the alley as open space. Both are currently part of lot 179 and combined are over 5,600 square feet in size (See Exhibit F).

We believe that through the creative discussions with OWASA and the Winmore neighborhood we have come up with a plan that will make a wonderful addition to the community and will allow us to complete what we began nearly 20 years ago.

I have included the following additional exhibits:

Exhibit (F) Recordable Final Plat Exhibit (G) OWASA Permit to Construct. Exhibit (H) Tax Bills Lot 179. Exhibit (I) Site Plan.

Best Regards, Eric Chupp

Director of Development Capkov Ventures Inc.

(919) 260-7262





Exhibit B



PROJECT#:06230





Exhibit D

Fwd: Winmore Lot 179 Update

From: Joe Kovens (joe.kovens@gmail.com)

To: ericbchupp@bellsouth.net; sjkovens@bellsouth.net; kconstruction24@aol.com; akovens86@gmail.com

Date: Wednesday, November 3, 2021, 09:33 PM EDT

Begin forwarded message:

From: Winmore HOA Board <noreply@winmorecommunitync.com> Date: November 3, 2021 at 7:51:55 PM EDT To: joe.kovens@gmail.com Subject: Winmore Lot 179 Update Reply-To: noreply@winmorecommunitync.com



Lot 179 Update

After meeting with the developer and with the community, and addressing several concerns that our neighbors had with the plan, the board has decided unanimously to submit a letter of support for Capkov's plan for Lot 179.

Thanks to everyone who attended the meeting and brought up their concerns. We feel this is the most equitable and realistic solution for the lot, and look forward to our new neighbors on East Winmore Street.

The full letter is included below.

To the Carrboro Town Council:

The Winmore Community Association Board of Directors is writing to you today to give our support for the modification of the plan for Lot 179 in Winmore. We have been in consultation with Capkov Ventures, Inc. and have arrived at a solution we feel comfortable with and feel is well suited to the neighborhood.

The plan that Capkov outlined to us consists of subdividing Lot 179 into three single-family home lots. They will work with OWASA to run new water and sewer lines to these three lots. They will sell the lots to a local custom builder with experience building in our neighborhood. The three new homes will use existing Winmore floor plans that are alley-loading and consistent with other homes in the neighborhood.

We approve of this plan with the following stipulations.

- The neighborhood will be involved in the Architectural Review process of the plans for the new homes. Currently Capkov runs this process, but the neighborhood will have a stake in it as this plan moves forward, and the review process will be turned over to the neighborhood once the lots are sold to the builder.
- 2. Winmore Alley 6, the area behind the lot, has been plagued with drainage issues since its initial construction. Capkov will work with a civil engineer, the Town of Carrboro Planning staff, and the Town's Consulting Engineer to make sure the storm water from the three homes is treated appropriately.
- 3. The parking space that Capkov painted at the stop sign at the intersection of Atterbury with E. Winmore will be removed. This parking space is dangerous and not in compliance with town parking laws. As this space currently gets a lot of use, Capkov may need to request a no parking sign from the Town of Carrboro.
- Capkov will provide information on the water/sewer work, estimating how long it will take and how traffic along E Winmore Ave will be accommodated during construction.
- Capkov will share the name of the builder once they have an agreement signed, along with a list of homes in the neighborhood that they have previously built.

With these concerns addressed, the Winmore community supports the plan of building three single-family homes on Lot 179.

Thank you,

Winmore Community Association Board of Directors

Please do not reply to this message. Replies to this message are routed to an unmonitored mailbox.

Winmore Community Association, Inc.

P.O. Box 99149 Raleigh, NC 27615 919-878-8787 winmorehoaboard@gmail.com

If you no longer wish to receive emails about important neighborhood topics and events, click here to email us and

Exhibit E

WINMORE COMMUNITY HOMES

EAST WINMORE AVENUE, CARRBORO, NC

CONCEPT DESIGN

9 SEPTEMBER 2021





WINMORE COMMUNITY HOMES CONCEPT DESIGN EAST WINMORE AVE, CHAFEL HILL NC RSEPTEMBER 2021





Exhibit G Attachment D, Page 16



Orange Water and Sewer Authority

OWASA is Carrboro-Chapel Hill's not-for-profit public service agency delivering high quality water, wastewater, and reclaimed water services.

PERMIT TO CONSTRUCT

December 8, 2021

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NCDEQ Division of Water Resources Approvals:

Public Water Supply Section	Not Applicable – services only
Water Quality Permitting	Not applicable - services only

OWASA hereby grants this **PERMIT TO CONSTRUCT** with the following conditions:

- Utility Contractor shall be licensed by the State of North Carolina to install public water and sewer utilities.
- All construction shall be in accordance with the current Orange Water and Sewer Authority Manual of Specifications, Standards, and Design with any deviations or exceptions as listed in the OWASA Project Plan Approval letter or Permit to Construct.
- Prior to beginning utility construction, all necessary approvals from the local governments with jurisdiction over the project shall be obtained.
- The OWASA Inspector shall be contacted for a Preconstruction Conference prior to beginning utility construction; beginning demolition, earth moving, or construction near an OWASA main; for inspection of all work as indicated on the Preconstruction Comments form; and to make final inspection of the utility installation.
- The Engineer of Record shall be responsible for providing Construction Observation and Engineer's Certification in accordance with OWASA close-out requirements, and they or a knowledgeable employee under their direct charge shall observe sufficient construction to provide independent verification of the adherence to the Manual during construction and the accuracy of the asbuilts.

😢 400 Jones Ferry Road, Carrboro, NC 27510 🕓 919-968-4421 😁 info@owasa.org 🕥 @OWASA1 🔗 www.owasa.org

Orange Water and Sewer Authority Permit to Construct Project: Lot 179 Winmore Subdivision 12/08/2021 Page 2

- This letter shall become void if the facilities are not constructed in accordance with the conditions of this permit and the approved plans referenced above.
- Any changes, additions, or deletions from the approved plans or Project Plan Approval must be submitted in writing to OWASA's Engineering and Planning Department for approval prior to making the change in the field. Major revisions will require a resubmittal to the appropriate State regulatory agency.
- A plan set with the OWASA approval stamp and a copy of this Permit must be on the job site at all times.
- Project-specific conditions:
 - o 4-inch sewer service from Lot 2 connects to manhole

By accepting this permit and beginning construction of the above-named project, the Property Owner, Developer, Engineer of Record, and Contractor accept responsibility for the following:

- Compliance with the Orange Water and Sewer Authority Cross-Connection Control Ordinance and Manual, the Federal Safe Drinking Water Act, the North Carolina State Administrative Code, and the North Carolina State Building Code as they pertain to cross-connections with the public water supply.
- The preparation and submittal for approval to OWASA of the documents listed in the Certificate of Compliance.

OWASA Permit to Construct issued by:

Nicholas. L. Parker Engineering Associate

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	Tax	Tax	Advertisement	Тах	Description		-201-201-1202-00			erty		<u>Go To Absti</u>		vithin Orange County i	<i>County in 2016. Contact sust 31st, and those payn ane City taxes is eligible</i>	of the following year. Wh L , Hillsborough, NC 27 .	na Division of Motor Vehi	vice. This information Jal proof of property o	
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Amount	Description	Tax Districts	Rate	Value	
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		#:	Old Account	9779394156	Parcel #:
	0000297637-2016-2016-0000-00			P O BOX 16815 CHAPEL HILL NC 27516	Mailing Address:
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Interest: \$3,3	-	Total Assessed Value \$368,940			
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Tax \$2,1	394 CARRBORO	\$0 .58			
Advertisement	ORANGE	berefred \$368,940			
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	ate: 9/1/2015 st Begins: 1/6/2016	Lender: Interes			
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Go To Abstract New Search	norty Tay Collections	Research Property GIS			
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na Division of Motor Vehicles) at 919-814	site. Contact NCDMV (North Carolina	Vehicle Property Tax Statements are not available on this websi 1779, email NCDMV or go to MyDMV (NCDMV Online Portal).			
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		ins: 1/6/2015	Interest Begi		Lender:
		#:	Old Account	9779394156	Parcel #:
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	37-2014-2014-0000-00	00003976	Bill Flag:	ORANGE COUNTY NC	Location:
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	Real Property	Tax	Property	CAPKOV VENTURES INC	
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ORANGE COUNTY NORTH CAROLINA Disclaimer: <u>Grange County Tax Office</u> property tax information as a public service. This information is date sensitive. Any data obtained from this site should not be construed as an official receipt or as legal proof of property connership. Solid Waste Programs Ees and Stormeths are not available on this website. Contact NCDMV (North Carolina Division of Motor Vehicles) at 919-814- 1779, <u>email.NCDMV</u> og to MXDMV.(ICDMV.Online.Bortal). 1779, <u>email.NCDMV</u> og to MXDMV.(ICDMV.Online.Bortal). 07ange County Tax Statements are not available on this website. Contact NCDMV (North Carolina Division of Motor Vehicles) at 919-814- include a copy of the bill with Payment, and mail to: Orange County Tax Office , P0 Buars 51, Hillsborough, NC 27278-8181. Contact property hass are due on Sptember 1st of the tax year and are current if paid by January 5th of the following year. When paying by mail, include a copy of the bill with Payment, and mail to: Orange County Tax Office , P0 Buars 51st, Hillsborough, NC 27278-8181. Contact proportionately began billing and collecting Mebane City Taxes for properties located in Orange County in 2016. Contact the City of Mebane grape County began billing and collecting Durham City Taxes for properties located within Orange County in 2021. For prior var taxes go to <u>Durham Tax Bill Search</u> Delinquent Bill Search Personal Property Search Property Tax Collections Bill Bearch Progerty Search Network county to 2018 Search Network Search Bill Bearch Progerty Search Network Search Property Search Network Search Property Search Network Search Property Search Network Search Property Search Network Search Search Network Search Network Search Search Search Search Search Search Progerty Search Network Search Search Search Search Search Search Network Search Search Search Search Search Search Search Network Search	Total Billed: \$6,035.12			Assessed Value \$368,940	Total A
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Last Payment Date : 12/28/2011

Attachment D, Page 28

Interest: \$618.60				lue \$368,940	Total Assessed Val
\$695,08	Tax	CH-CARR SCHOOL	.1884	0\$	Exempt & Exclusion
\$2,174.53	Tax	CARRBORO	.5894	\$0	Personal
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Amount	Description	Tax Districts	Rate	Value	
	9/1/2010 1/6/2011	9 Ins: 1	Due Date: Interest Beg		Lender:
		#:	Old Account	9779394156	Parcel #:
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	9/1/2009 1/6/2010	gins:	Due Date: Interest Be	9014200	Lender:
00-0000-00	0000297637-2009-200 00200973611		Bill #: Old Bill #:	P O BOX 16815 CHAPEL HILL NC 27516	Mailing Address:
	PAID		Bill Status: Bill Flao:	179 WINMORE P101/180-181 ORANGE COUNTY NC	Description: Location:
	Real Property	y Tax	Propert	CAPKOV VENTURES INC	
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Mayor Lavelle clarified that, at this time, any potential funds that were planned for the now cancelled light rail project would go toward projects currently in the Orange County Transit Plan.

Alderman Seils clarified that the funds may only be used for transit-related costs. He noted that the funds are county transit plan funds and said there are some Town projects that are eligible for these funds, but a generalist planner position would likely not qualify.

Alderman Gist said she expected improved transportation options from the transit funds, not just light rail. She asked whether buses and other forms of transportation could benefit from these funds.

Alderman Seils discussed a variety of projects such as buses and sidewalks that are benefiting from the transit tax funds. He noted that there is a plan to add year-round weekend bus service in 2020 and thousands of bus hours have been added due to transit tax funds.

Alderman Slade felt that the Board should have an opportunity to weigh-in on transportation project options.

Alderman Seils said most of the money that was allocated to the light rail project came from Durham County rather than Orange County,

Alderman Foushee asked that the budget planning process start earlier next year.

Alderman Gist said the retreat had previously been a time when the budget was discussed.

Mayor Lavelle closed the Public Hearing on this issue.

PUBLIC HEARING ON A LAND USE ORDINANCE AMENDMENT REGARDING CIVIC ASSEMBLY IN VILLAGE MIXED-USE DEVELOPMENTS

The purpose of this agenda item was for the Board of Aldermen to consider a text amendment to the Land Use Ordinance (LUO) regarding civic assembly in village mixed-use developments.

Tina Moon, Planning Administrator, provided the staff report on this agenda item. She stated that the primary purpose of this agenda item was to add the term "or structures" to Section 15-141.2(a)(7) of the Land Use Ordinance per the request of Caplov Ventures.

Mayor Lavelle clarified that there is currently only one Village Mixed-Use (VMU) development in Carrboro, this is the community of Winmore.

Tina Moon said the developers have not been able to find a tenant for the location

that had originally been planned for civic assembly.

Alderman Slade asked whether the pool at Winmore was built because another condition required it.

Tina Moon said the pool was added after the developers had already exceeded the open space requirements.

Tina Moon also pointed out another request by the developers to add wording to Section 15-176.2 that will allow open space owned by the homeowners association to include civic uses.

Alderman Gist stated that she believes the real reason for this request is that the land that had been set aside for civic use is not being used and the developer would prefer to build additional condos on that land. She stated that she doesn't have a problem with this. She expressed interest in having affordable units built there.

Trish McGuire, Planning Director, said the lot that is at issue was originally planned to have a civic use and would have a building as the public space.

Alderman Gist further clarified her point saying she believes the developer wants to have the community pool recognized as the civic space as required by the LUO, thereby freeing up the lot to build more condos.

Mayor Lavelle also asked whether the pool was intended to be the public space.

Joe Kovens, representing Capkov Ventures, said there were no firm plans to build more condos on the lot, but a builder had expressed interest. He said the request for the text amendments were not intended to take anything away from the community, it is an effort to help the community. He provided background on why commercial establishments were not successful in Winmore and spoke about why an old residence was removed from the property and replaced by an open space.

Alderman Haven-O'Donnell said she had heard that there was a plan to build an amphitheater in the open space and asked what the community thought about that.

Joe Kovens said that would be a factor with the CUP modification.

Alderman Haven-O'Donnell wanted to know what the community desires for the use of space. She felt that it was not yet being made clear.

Joe Kovens said they want what is best for the community. The only thing they have heard is a general desire to do something with the space that is not being used.

Mayor Lavelle stated that Board will want to know what the developers have done to engage with the community.

Alderman Seils said he had no issues with adding the requested language.

Mayor Lavelle opened the Public Hearing.

Mayor Lavelle clarified that the old space on the property that had been referenced earlier by Joe Kovens was rumored to have been the home of Andy Griffith for a short period of time.

There were no comments from the public.

Mayor Lavelle closed the Public Hearing on this issue.

Alderman Seils stated that there are lessons to be learned from this example that can be applied to future village mixed use developments.

Alderman Foushee referenced comments from the Planning Board and noted that they recommended that the wording make it clear that all residents should be able to use civic spaces. She also noted a comment by the Economic Sustainability Commission requesting that staff review the definitions of open space, civic space and common space to ensure that the intent of the ordinance is met. She felt that the current wording is not inclusive enough.

Mayor Lavelle wanted to ensure that the space is open to all Winmore residents even though it is owned by the Homeowners Association. She asked Tina Moon to clarify whether it would be open to all residents.

Tina Moon said she believes that all residents, including those in affordable units, are able to use the space, and she would be glad to add language to ensure it is so.

Joe Kovens stated that all residents are allowed to use the pool.

Mayor Lavelle and Alderman Foushee asked that the Planning Board's language be added to the text amendments.

Tina Moon displayed the recommendation and confirmed with the Board that the phrase "open to all residents of the VMU development" will be added.

A motion was made by Alderman Seils, seconded by Alderman Slade, that the following consistency resolution be approved:

A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE BOARD OF ALDERMEN'S REASONS FOR ADOPTING AN AMENDMENT TO THE TEXT OF THE CARRBORO LAND USE ORDINANCE (N.C. Gen. Stat. 160A-383) WHEREAS, an amendment to the text of the Carrboro Land Use Ordinance has been proposed, which amendment is described or identified as follows: A LAND USE ORDINANCE TEXT AMENDMENT RELATING TO CIVIC ASSEMBLY IN VILLAGE MIXED USE DEVELOPMENTS.

NOW, THEREFORE, the Board of Aldermen of the Town of Carrboro Resolves:

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

Consistent with the description of the components of mixed use village centers noted in Section 4 of Facilitated Small Area Plan for the Northern Study Area, and the list of possible uses for the civic assembly space as noted in the approved conditional use permit for the development.

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

The proposed text amendment which finds the proposed text amendment, is reasonable in the public interest because it clarifies and provides more flexibility in the standard.

Section 3. Therefore, the Carrboro Board of Aldermen has: approved / denied the proposed amendment to the text of the Carrboro Land Use Ordinance.

Section 4. This resolution becomes effective upon adoption.

Adopted by the Carrboro Board of Aldermen this 28nd day of May 2019.

The motion carried by the following vote:

Aye: Mayor Lydia Lavelle, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell, Alderman Damon Seils, Alderman Sammy Slade

Absent: Alderman Bethany Chaney

A motion was made by Alderman Slade, seconded by Alderman Foushee that the following amendment to the ordinance be approved.

AN ORDINANCE TO AMEND THE TOWN OF CARRBORO'S LAND USE ORDINANCE RELATING TO CIVIC ASSEMBLY IN VILLAGE MIXED USE DEVELOPMENTS Ordinance No. 22/2018-19

BE IT HEREBY ORDAINED BY THE CARRBORO BOARD OF ALDERMEN THE FOLLOWING:

Section 1. Subsection 15-141.2, of the Carrboro Land Use Ordinance, Village Mixed Use District Established, (a), paragraph 7, is rewritten to read as follows:

7. Provision of buildings or structures, open to all residents of the VMU development, for civic assembly or for other common purposes that act as visual landmarks and symbols of identity with the community.

Section 2. Subsection 15-176.2(e) is amended to include a new provision (5) to read as follows:

(5) Open Space owned by homeowners associations as Common Space may include Civic Uses for gathering or assembly as defined in Section 15-141.2(a)(7).

Section 3. All provisions of any Town ordinance or resolution in conflict with this ordinance are repealed.

Section 4. This ordinance is effective upon adoption.

The motion carried by the following vote:

Aye: Mayor Lydia Lavelle, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell, Alderman Damon Seils, Alderman Sammy Slade

Absent: Alderman Bethany Chaney

<u>PUBLIC HEARING ON A LAND USE ORDINANCE AMENDMENT TO ALIGN</u> <u>REFERENCES TO THE STATE ENVIRONMENTAL AGENCIES AND NUTRIENT</u> <u>LOAD ACCOUNTING TOOL IN THE TOWN'S STORMWATER VOLUME</u> <u>CONTROL PROVISIONS</u>

The purpose of this agenda item was for the Board of Aldermen to consider an amendment to the Land Use Ordinance.

Tina Moon, Planning Administrator, introduced this topic.

Mayor Lavelle opened the Public Hearing.

There were no comments from the public.

Mayor Lavelle closed the Public Hearing on this issue.

A motion was made by Alderman Haven-O'Donnell, seconded by Alderman Gist that the following resolution be approved.

Martin Roupe

From:	Christina Berkowitz <christina.berkowitz@gmail.com></christina.berkowitz@gmail.com>
Sent:	Tuesday, March 1, 2022 6:24 PM
То:	Martin Roupe
Subject:	Lot 179 in Winmore

To the Carrboro Town Council:

The Winmore HOA Board of Directors is writing to you today to give our support for the modification of the plan for Lot 179 in Winmore. We have been in consultation with Capkov Ventures, Inc. and have arrived at a solution we feel comfortable with and feel is well suited to the neighborhood.

The plan that Capkov outlined to us consists of subdividing Lot 179 into three single-family home lots. They will work with OWASA to run new water and sewer lines to these three lots. They will sell the lots to a local custom builder with experience building in our neighborhood. The three new homes will use existing Winmore floor plans that are alley-loading and consistent with other homes in the neighborhood.

We approve of this plan with the following stipulations.

- 1. The neighborhood will be involved in the Architectural Review process of the plans for the new homes. Currently Capkov runs this process, but the neighborhood will have a stake in it as this plan moves forward, and the review process will be turned over to the neighborhood once the lots are sold to the builder.
- 2. Winmore Alley 6, the area behind the lot, has been plagued with drainage issues since its initial construction. Capkov will work with a civil engineer, the Town of Carrboro Planning staff, and the Town's Consulting Engineer to make sure the storm water from the three homes is treated appropriately.
- 3. The parking space that Capkov painted at the stop sign at the intersection of Atterbury with E. Winmore will be removed. This parking space is dangerous and not in compliance with town parking laws. As this space currently gets a lot of use, Capkov may need to request a no parking sign from the Town of Carrboro.
- 4. Capkov will provide information on the water/sewer work, estimating how long it will take and how traffic along E Winmore Ave will be accommodated during construction.
- 5. Capkov will share the name of the builder once they have an agreement signed, along with a list of homes in the neighborhood that they have previously built.

With these concerns addressed, the Winmore community supports the plan of building three single-family homes on Lot 179. We continue to work with Capcov to resolve these stipulations.

Thank you, Winmore HOA Board of Directors



An Update on Lot 179

A Brief History for Those Not Deeply Involved

Lot 179 is the last remaining lot owned by the developer of Winmore, Capkov Ventures. This lot was initially zoned to be a civic use space, but this turned out not to be a viable option, and Capkov needs the Carrboro Town Council to approve a change to their permit in order to build something different on this lot.

Initially they wanted to build a 12-unit condo, but neighbors overwhelmingly did not support the plan, with the major concern being the density of the building not being appropriate for the space. The HOA has worked with Capkov to arrive at a solution we feel is beneficial to the neighborhood: dividing the lot into 3 single family homes consistent with existing home designs in the neighborhood.

We believe this plan is the best option for this lot and addresses all the concerns that neighbors brought up about the previous plan.

New Updates

On March 15, the Carrboro Town Council heard Capkov's request to change the conditional use permit on Lot 179. Rather than voting on the plan at that time, the Town Council voted unanimously to hold a public hearing to give neighbors the opportunity to discuss the plan with council members. Specifically they are hoping to hear from neighbors who emailed council members with concerns during prior proposals of changes to this property (i.e., the condo proposal).

A public hearing will be held on April 26. Any interested neighbors may attend and be a part of the discourse. <u>More information is available on the Carrboro City Council site</u>. We are happy to receive any questions you might have and explain why, as your HOA, we are in support of Capkov's plan and are hoping the Town Council will vote to approve it following this public hearing.

-Christina Berkowitz, Winmore HOA Vice President

Attachment H

Note from Town Engineer, Josh Dalton:

Based on provided videos, photographs, and site visits during rainfall events, the existing storm drainage in the alley appears to be functioning adequately with minor ponding noted along the asphalt curbing at the driveway for 100 Atterbury Street. In order to ensure the existing conditions are not worsened, the engineer for Lot 179 will provide documentation and calculations demonstrating that they have minimized any additional discharges of surface drainage being directed to the alley.

Josh Dalton, PE, CPESC

Sungate Design Group, P.A. direct: (919) 710-8333 phone: (919) 859-2243 Ext. 201 www.sungatedesign.com



Agenda Item Abstract

File Number:22-130

File Type: Agendas

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1

TITLE:

Public Hearing: Special Use Permit-A for New Commercial Building at 201 North Greensboro Street.

PURPOSE: The purpose of this item is for the Town Council to hold a public hearing on Special Use Permit -A application for new Commercial Building at 201 North Greensboro Street. **DEPARTMENT:** Planning Department

CONTACT INFORMATION: James Thomas- Planner/Zoning Development Specialist Phone: 919-918 -7335 Email: jthomas@carrboronc.gov

INFORMATION: CJT PA have submitted an application for a Special Use Permit-A (SUP-A) to allow for the construction of a new three story mixed use building on the properties addressed as 201 North Greensboro Street and 100 Center Street.

The two properties included in the request are currently zoned B1C and B2 and the property addressed as 201 North Greensboro Street has the Downtown Neighborhood Protection (DNP) Overlay. The properties are identified as Orange County parcel identification numbers 9778-86-4587 and 9778-86-2555.

The property addressed as 201 North Greensboro Street will have the new three story building constructed on it while the property addressed as 100 Center Street will be the main parking area.

The total square footage of the new building will be 16,186 square feet in size and have a total of forty-one (41) parking spaces associated with the new building.

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

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 Special Use Permit-A application. Staff recommended

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1 File Type: Agendas

conditions are included below and the CUP worksheet is attached (Attachment F):

- 1. That the applicant must obtain driveway permits from either NCDOT or the Town of Carrboro Public Works prior to construction plan approval.
- 2. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in .dxf format and shall include a base map of the whole project and all separate plan sheets. As -built .dxf files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
- 3. That the Town Council finds that forty-one (41) parking spaces are sufficient to serve 201 North Greensboro Street project. This finding is based on information provided by the applicant regarding the alternative modes of transportation to get to and from 201 North Greensboro Street project.
- 4. Proposed use# 2.11 (high volume traffic generation) is not a permissible use within B-2 zoning district. This use will be removed from the "table of proposed" uses during the Construction Plan Review process.

STAFF REPORT

TO:	Town Council
DATE:	April 26 th , 2022
PROJECT:	New three story commercial use building at 201 North Greensboro Street and 100 Center Street.
OWNERS:	CKE III LLC 16122 Morehead Chapel Hill, NC 27517
APPLICANTS:	Coulter Jewel Thames PA 111 West Main Street Durham, NC 27701
PURPOSE:	To acquire a Special Use Permit-A for a new three story mixed use building with various proposed uses such as office, retail, restaurant etc.
EXISTING ZONING:	B-2, B-1(c), and DNP overlay.
PIN:	9778-86-4587 & 9778-86-2555
LOCATION:	201 North Greensboro Street & 100 Center Street
TRACT SIZE:	.53 acres (23,211 square feet)
EXISTING LAND USE:	201 North Greensboro Street- Vacant 100 Center Street- Vacant
PROPOSED LAND USE:	Retail, Office, Cultural/Social, Entertainment, Restaurants, Tower and Related Structures etc. (defer to 1 st page of SUP- A plans for complete listing) Please note, use #2.11 is not a permissible use within the B- 2 zoning district and a staff recommendation has been added to remove this use during Construction Plan Review.
SURROUNDING LAND USES:	North: M1, retail building/street r-o-w South: B1(c), commercial building/street r-o-w

West: R-7.5, single-family residences and hair salon/street r-o-w East: B1-(c), commercial building/street r-o-w

<u>ANALYSIS</u>

Background

Background

CJT PA (applicants) have submitted an application for a Special Use Permit-A (SUP-A) to allow for the construction of a new three story mixed use building on the properties addressed as 201 North Greensboro Street and 100 Center Street.

The two properties included in the request are currently zoned B1C and B2 and the property addressed as 201 North Greensboro Street has the Downtown Neighborhood Protection (DNP) Overlay. The properties are identified as Orange County parcel identification numbers 9778-86-4587 and 9778-86-2555.

The property addressed as 201 North Greensboro Street will have the new three story building constructed on it while the property addressed as 100 Center Street will be the main parking area.

The total square footage of the new building will be 16,186 square feet in size and have a total of forty-one (41) parking spaces associated with the new building.

Traffic, Parking, Sidewalk and Bike Parking

<u>Traffic</u>

VHB provided a Trip Generation Analysis Report date October 5th, 2020 and the following information is a summary of this study- the Traffic Impact Analysis indicates that the site is expected to generate approximately 510 daily trips. Please defer to the Trip Generation Analysis Report for completed information- Attachment C.

The two entrances/exits to the proposed development will be along Weaver Street and Center Street. The entrance/exit along Weaver Street will utilize the existing entrance/exit that is there now.

It should be noted that the property addressed as 100 Center Street is already a paved parking area and the new SUP-A will utilize the parking as it and use the existing entrance/exit off of Center Street.

Parking

The applicant is proposing a total of forty-one (41) parking spaces- broken down as follows:

- Twenty-tow (22) regular spaces
- Two (2) handicap spaces
- Seventeen (17) compact spaces

Section 15-291(g) of the LUO would require a total of fifty-nine (59) parking spaces for the combination uses.

The applicant has calculated a joint reduction into the primary uses and this reduction would equate to a total number of fifty (50) parking spaces.

Town staff recommends that Town Council review the parking reduction request and determine whether to approve Staff Recommendation #3.

<u>Sidewalk</u>

The applicant intends to construct a sidewalk along North Greensboro Street and West Weaver Street that will be ten (10) feet in width and as one walks westward on West Weaver Street, the sidewalk will tie into the existing sidewalk. The ten foot side sidewalks will be bike racks and street tree planters.

Note that the applicant will be requesting the continuation of the non-conforming five foot wide sidewalk along Weaver Street. In essence, this sidewalk would be required to be ten feet in width.

Bike Parking

Section 15-291 of the Land Use Ordinance regulates the necessary bike parking- the required number of bike parking spaces is seven and the applicant will be providing a total of fourteen bike parking spaces- with six of those spaces being covered. There will be eight spaces or four racks along North Greensboro Street and West Weaver while the six spaces or 3 racks that will be covered will be located at the corner of West Weaver Street and Center Street.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to traffic, parking, sidewalk and bike parking subject to the approval of the request for a reduction in parking. Staff recommends Town Council review the request for the reduction in parking and determine whether to approve Staff Recommendation #3.

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 has stated in the submitted tree removal justification letter that since 86 percent of the two properties is covered by hardscape that there are no trees of significance to be removed- Attachment D.

<u>Screening</u>

This project requires a Type C along all street right-of-ways and also, along the property line of 102 Center Street. The applicant intends to meet the screening requirement as seen below:

- East Side- the installation of two (2) street trees along North Greensboro Street.
- South Side- the installation of six (6) street trees along the West Weaver Street frontage.
- North Side- the installation of three (3) trees within the parking lot area.
- Along 102 Center Street Property Line- the installation of six (6) trees along this property line.

Shading of Parking Lots

Section 15-318 of the LUO requires that 35% of all vehicle accommodation areas be shaded with trees. The applicant will install four (4) new trees in order to meet the parking lot shade requirement.

Tree Canopy

Section 15-319 of the LUO requires a 15 percent tree canopy for this development- the applicant will be installing nine (9) trees in order to meet the 15 percent requirement.

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

Stormwater (Impervious Surface) and Grading

Stormwater (Impervious Surface)

Section 15-263(a)(8) of the LUO states that disturbance of less than .5 acres for a commercial project is exempt from stormwater measurements.

The existing and proposed impervious surface are noted below:

- Existing impervious surface = 20,087sf
- Proposed impervious surface = 20,716sf
- Net increase of impervious surface = 629sf

For additional information related to the impervious surface limitation related to this project- see Attachment E.

Grading

Minimal grading will take place with this development due to the limited variation in topography.

CONCLUSION – The project meets all the requirements of the Land Use Ordinance pertaining to Drainage and Grading.

Utilities, Lighting and Refuse Collection

<u>Utilities</u>

All utilities will be placed underground for the proposed development.

The waterline and sewer connection will be located adjacent to the corner of North Greensboro Street and Weaver Street. OWASA has reviewed CUP plans for this development and is satisfied with the proposed layout.

<u>Lighting</u>

A total of six (6) pole type lights will be installed in the parking areas- these lights will be fifteen (15) feet in height and will be 70 watt LED type lights. These pole lights will be shielded in order to limit light pollution across property lines.

Additionally, there will be a total of six (6) sconce type lights on the building itself- they will be shielded in order to provide light downward.

It should be noted that the proposed pole lights do meet the parameters of the light pollution at the property line as mandated within Section 15-242.5(a) of the Land Use Ordinance.

Refuse Collection

The location of the refuse dumpster and recycling bins will be located in the northwest portion of the parking lot off Center Street. This refuse center will be screened with a seven (7) foot masonry wall.

Orange County Solid Waste and the Public Works Department have reviewed the proposed location/layout and are satisfied with its location/layout.

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

Miscellaneous

Building Architecture

The new building will be a total of 16,186 square feet in size and will be three (3) storiesthe total height including the parapet will be 45 feet and 4 inches in height. The building in itself will be constructed of brick veneer interspersed with metal panels and aluminum type windows. There will be metal type awnings along the North Greensboro Street frontage and also, for the entrances off the street.

Architectural Standards for Downtown Development

The applicant was scheduled to meet with the Appearance Commission on April 21st, 2022. This meeting had to be cancelled due to lack of a quorum.

The applicant was requesting relief from the Appearance Commission related to Section 15-178 Architectural Standards for Downtown Development.

They were requesting relief from the following requirements:

• Parking or utility areas shall be substantially shielded from the view of adjoining streets by habitable space.

Neighborhood Information Meeting

The applicant held a Neighborhood Information meeting on September 14th, 2020.

Those property owners/renters within 1000 feet of the subject properties were invited to the virtual meeting.

STAFF RECOMMENDATIONS:

Town staff recommends that the Town Council review the Conditional Use Permit proposal with the following conditions. The CUP worksheet is Attached F:

- 1. That the applicant must obtain driveway permits from either NCDOT or the Town of Carrboro Public Works prior to construction plan approval.
- 2. That the applicant shall provide to the Zoning Division, prior to the recordation of the final plat for the project or before the release of a bond if some features are not yet in place at the time of the recording of the final plat, mylar and digital as-builts for the stormwater features of the project. Digital as-builts shall be in .dxf format and shall include a base map of the whole project and all separate plan sheets. As-built .dxf files shall include all layers or tables containing storm drainage features. Storm drainage features will be clearly delineated in a data table. The data will be tied to horizontal controls.
- 3. That the Town Council finds that forty-one (41) parking spaces are sufficient to serve 201 North Greensboro Street project. This finding is based on information provided by the applicant regarding the alternative modes of transportation to get to and from 201 North Greensboro Street project.
- 4. Proposed use# 2.11 (high volume traffic generation) is not a permissible use within B-2 zoning district. This use will be removed from the "table of proposed" uses during the Construction Plan Review process.

PLAN SUBMITTAL DATES

SITE PLAN SUBMITTAL 1: APRIL 08, 2020

SUMMARY INFORMATION

PARCEL 1: ADDRESS: 201 N. GREENSBORO ST. PIN: 9778864587 ACREAGE: 0.33 AC ZONING: B1(C)

LOTS:

ZONING: EXISTING PROPOSED

OVERLAY: TOTAL SITE AREA:

AREA OF DISTURBANCE:

SITE AREA IN 100 YEAR FLOOD PLAIN:

BUILDING DATA: EXISTING BUILDINGS: PROPOSED BUILDINGS:

HEIGHT

LAND USE: EXISTING:

PROPOSED:

LANDSCAPE SCREENING: REQUIRED

VEHICULAR PARKING: USE 2.1 (RETAIL)

> (JOINT USE PARKING REDUCTION) 9 / 1.2 = <u>8 SPACES</u> USE 3.1 (OFFICE)

(JOINT USE PARKING REDUCTION) USE 8.0 (RESTAURANT)

(JOINT USE PARKING REDUCTION) 25 / 1.2 = 21 SPACES

(JOINT USE PARKING REDUCTION) PROPOSED:

BICYCLE PARKING:

REQUIRED USE 2.1 (RETAIL) USE 3.1 (OFFICE) USE 8.1 (RESTAURANT)

TOTAL

PROPOSED TOTAL

IMPERVIOUS SURFACE: EXISTING: PROPOSED:

PARCEL 2: ADDRESS: 100 CENTER ST PIN: 9778862555 ACREAGE: 0.20 AC ZONING: B2

B1(C) AND B2 NO CHANGE

DOWNTOWN NEIGHBORHOOD PROTECTION 23,211 SF / 0.53 AC 18,592 SF / 0.43 AC 0 AC: FEMA MAP# 3710977800K. EFFECTIVE NOVEMBER 17, 2017

0/0SF 1 / 16,186 SF **3 STORIES** 42'-0" (45'-4" TO PARAPET)

VACANT AND PARKING

2.11, 2.12, 2.15, 2.21, 2.22 (RETAIL) 3.1, 3.25 (OFFICE) 5.13, 5.30, 5.40 (CULTURAL AND SOCIAL) 6.11 (ENTERTAINMENT) 8.1, 8.2, 8.5, 8.6, 8.7 (RESTAURANT) 18.0 (TOWER AND RELATED STRUCTURES) 19.1 (OPEN AIR MARKET) 27.0 (COMBINATION USES)

RE: SD-7.0

1 SPACE PER 300 SF GROSS FLOOR AREA 2,500 / 300 = 9 SPACES 1 SPACE PER 400 SF GROSS FLOOR AREA 10,000 / 400 = 25 SPACES 25 / 1.2 = <u>21 SPACES</u> 1 SPACE PER 100 SF GROSS FLOOR AREA

2,500 / 100 = <u>25 SPACES</u>

59 MINIMUM SPACES REQUIRED 50 MINIMUM SPACES REQUIRED 41 SPACES TOTAL 2 ADA

17 COMPACT (41%) 22 STANDARD

1 SPACE PER 10 AUTOMOBILE SPACES; MIN. 5 = 1 SPACE (8 SPACES / 10 = 1) 1 SPACE PER 10 AUTOMOBILE SPACES; MIN. 5 = 3 SPACES (25 SPACES / 10 = 3) 1 SPACE PER 10 AUTOMOBILE SPACES; MIN. 5 = 3 SPACES (25 SPACES / 10 = 3) 7 SPACES

8 SPACES (4 RACKS) UNCOVERD 6 SPACES (3 RACKS) COVERED (100% OF REQUIRED) 14 SPACES

20,087 sf (0.46 ac) = 86.5% 20,068 sf (0.46 ac) = 86.5%

PHASING

1. THIS PROJECT WILL BE COMPLETED WITHIN A SINGLE PHASE.

RESOURCE ORDINANCE COMPLIANCE

STREAM BUFFERS: TREE COVERAGE AREA:

FLOODPLAIN PROTECTION: NO FLOOD PLAIN AS PER EFFECTIVE FEMA MAP# 3710977800K (NOVEMBER 17.2017). STEEP SLOPE PROTECTION: NO STEEP SLOPES ON SITE. WETLANDS PROTECTION: NO WETLANDS ON SITE. NO STREAM BUFFERS ON SITE. EXEMPT FROM TREE COVERAGE (CN TIER)

TOWN OF CARRBORO NOTES

COLLECTION, THE OWNER MUST PROPOSE AN ALTERNATE METHOD OF CARDBOARD RECYCLING

4. BY ORANGE COUNTY ORDINANCE, ALL HAULERS OF CONSTRUCTION WASTE MUST BE PROPERLY LICENSED

RECYCLED.

PRIOR TO ANY DEMOLITION OR CONSTRUCTION ACTIVITY ON THE SITE THE APPLICANT WILL HOLD A PREDEMOLITION / PRECONSTRUCTION CONFERENCE WITH THE COUNTY'S SOLID WASTE STAFE THIS MAY BE THE SAME MEETING HELD WITH OTHER DEVELOPMENT OFFICIALS

REPRESENTATIVES OF ALL APPROVING APPLICABLE AGENCIES.

ROADWAY SURFACES SHALL BE REMOVED PROMPTLY. MECHANICAL SWEEPING OR WASHING MAY BE REQUIRED.

THE WORK REQUIRES THE USE OF TEMPORARY SIGNAGE THAT IS REMOVED DAILY

OF WAY AT ANY TIME. ALL ONSITE MATERIALS SHALL BE SECURED AND CONFINED TO THE LOT UNDER CONSTRUCTION

CHAPTER 9 TRAFFIC CONTROL FOR BICYCLIST.

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.

CONDITIONS OF APPROVAL

CARTS UNDER THE RISK OF BEING CITED OR FINED.

201 N. GREENSBORO

CARRBORO, NORTH CAROLINA

- 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. WITHOUT PROVISION OF ONSITE 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 STAFE (JEFE SCOUTEN OR MATT TAYLOR 919 968 2788) CONCERNING BUILDINGS TO BE REMOVED FROM THIS SITE
- 3. BY ORANGE COUNTY ORDINANCE, CLEAN WOOD WASTE, SCRAP METAL AND CORRUGATED CARDBOARD, ALL PRESENT IN CONSTRUCTION WASTE, MUST BE
- . DEVELOPER/OWNER IS REQUIRED TO SCHEDULE AND COORDINATE AN ONSITE PRECONSTRUCTION MEETING PRIOR TO SITE DISTURBANCE WITH
- 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
- DEVELOPER/OWNER/CONTRACTOR SHALL INSTALL AND MAINTAIN APPLICABLE WORK ZONE SIGNAGE IN ACCORDANCE WITH NODOT STANDARDS FOR ALL ADJOINING PUBLIC STREET CONNECTIONS OR ACTIVITIES WITHIN A PUBLIC RIGHTOFWAY. SIGNAGE SHALL BE MOUNTED AND SECURED ON SIGNPOST UNLESS
- ALL CONSTRUCTION VEHICLES. EQUIPMENT AND RELATED MATERIALS CANNOT BE PLACED. STORED AND/OR KEPT WITHIN ANY PORTION OF THE PUBLIC RIGHT
- 10. 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. 11. 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 AND THAT ASBUILT CONSTRUCTION PLANS WILL BE SUBMITTED TO ORANGE COUNTY. 2. 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

GENERAL NOTES

- 1. TOPOGRAPHIC AND PROPERTY INFORMATION BASED ON SURVEY BY TRIANGLE SURVEYORS DATED JAN 16, 2019
- 2. THIS PROJECT IS SERVED BY EXISTING OWASA PUBLIC WATER AND SEWER IN NORTH GREENSBORO ST
- 3. AN ALL WEATHER TRAVEL SURFACE MUST BE IN PLACE PRIOR TO RECEIVING A BUILDING PERMIT.
- . 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
- 5. 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
- 6. ANY SIGNAGE SHOWN IS FOR REPRESENTATIONAL PURPOSES ONLY AND ANY PROPOSED SIGNAGE WILL REQUIRE A SIGN PERMIT FROM THE TOWN OF CARRBORO 7. FIRE LANE STRIPING WILL BE COORDINATED WITH THE CARRBORO FIRE MARSHALL PRIOR TO THE ISSUANCE OF THE C.O. PER CHAPTER 12 OF THE
- CARRBORO TOWN CODE. 8. THE APPLICABLE CODE FOR THIS BUILDING IS THE 2018 NORTH CAROLINA FIRE CODE (NCFC), OR THE MOST CURRENT EDITION IN EFFECT AT THE TIME OF CONSTRUCTION. THE INTERNATIONAL FIRE CODE (IFC) WITH NORTH CAROLINA AMENDMENTS.
- 9. TRASH COLLECTION WILL BE COLLECTED BY THE TOWN OF CARRBORO. THE PLAN PROPOSES A 8 CY MSW DUMPSTER THAT MAY REQUIRE AN INCREASED COLLECTION FREQUENCY. THE FREQUENCY WILL BE DETERMINED DURING NORMAL OPERATION OF THE OVERALL DEVELOPMENT, BUT IT IS ANTICIPATED THAT THE COLLECTION FREQUENCY WILL BEGIN AT TWICE (2X) A WEEK.
- 10. CONCRETE SIDEWALKS ADJACENT TO THE PUBLIC ROW WILL INCLUDE BRICK BORDER TREATMENTS AS OUTLINED IN THE DOWNTOWN DESIGN GUIDELINES
- 11. ANY NEW DRIVEWAY WILL REQUIRE A DRIVEWAY PERMIT FROM THE TOWN OF CARRBORO.
- 12. A SEPARATE MASTER SIGN PERMIT WILL BE REQUIRED.

ARCHITECTURAL STANDARDS

- THE PROPOSED THREE STORY BUILDING IS DESIGNED AS A MIXED USE PROJECT WITH THE FIRST FLOOR DEDICATED TO RETAIL FUNCTIONS AND THE UPPER TWO FLOORS FOR BUSINESS/OFFICE. THERE ARE THREE FIRST FLOOR RETAIL BAYS THAT FRONT GREENSBORO STREET.
- SECTION 15-178.A.1 REQUIRES THAT PRIMARY ENTRANCES ORIENTED TO THE RIGHT OF WAY BE ARTICULATED BY EITHER A DETACHABLE AWNING OR A RECESS. TWO OF THE RETAIL BAYS ALONG GREENSBORO HAVE SUSPENDED AWNINGS AND THE GREENSBORO AND WEAVER CORNER RETAIL BAY HAS AN ENTRY DOOR RECESSED UNDER THE BUILDING CORNER. THE UPPER TWO FLOOR OFFICE AREA IS ACCESSED FROM A LOWER LEVEL LOBBY LOCATED ADJACENT TO THE SURFACE PARKING LOT AT THE BUILDING REAR. THIS ENTRY ALSO HAS AN OVERHEAD AWNING. THE AWNINGS ARE DESIGNED TO BE SUSPENDED BY OVERHEAD CABLES AND EACH RETAIL BAY IS ARTICULATED WITH A 6 INCH RECESS FROM THE MASONRY PLANE.
- THE FOLLOWING ARE THE TRANSPARENCY CALCULATIONS FOR THE TWO BUILDING FACADES WITH STREET FRONTAGE: GREENSBORO STREET **GROUND FLOOR RETAIL TRANSPARENCY: 60%**
 - LEVEL 2/3 TRANSPARENCY: 42%
 - WEAVER STREET **GROUND FLOOR RETAIL TRANSPARENCY: 60%**
 - LEVEL 2/3 TRANSPARENCY: 42%
- SEE EXHIBIT "A" FOR ADDITIONAL INFORMATION.
- AS DESIGNED. THE BUILDING PARAPET ELEVATION FACING GREENSBORO AND WEAVER STREETS IS 45'-4" AND THE CORNER BUILDING ELEMENT IS 50'-4". THE BUILDING IS ORIENTED WITH BOTH SOUTH-FACING RIGHT OF WAY (WEAVER STREET) AND AN EAST-FACING (GREENSBORO STREET). AT THE REQUIRED SEPTEMBER 21; NOON SUN PLACEMENT, OF THE AVAILABLE 1,742 SQUARE FEET OF SIDEWALK AREA, 507 SQUARE FEET IS IN THE SHADE FOR A 71% SHADE-FREE AREA. SEE EXHIBIT "B" FOR ADDITIONAL INFORMATION.
- PER THE SUBMITTED SITE PLAN, THE PROPOSED BUILDING OCCUPIES THE CORNER OF GREENSBORO AND WEAVER STREETS. SURFACE PARKING FOR THE PROJECT IS LOCATED WITH ACCESS FROM WEAVER STREET. THE PARKING AREA IS SCREENED FROM GREENSBORO STREET BY THE PROPOSED BUILDING. THE SECTION OF THE SURFACE PARKING AND PROPERTY IS SCREENED WITH LANDSCAPING FOR THE BALANCE OF WEAVER STREET THAT IS NOT OCCUPIED BY THE BUILDING.
- THE PROPOSED BUILDING IS 59'-2-1/2" WIDE. ALONG THE WEAVER STREET FRONTAGE THE LONGEST FACADE IS 33'-0". TWO ADDITIONAL SETS OF BUILDING FACADE CHANGES ALONG WEAVER STREET TOTAL 21'-2". IN ADDITION TO THE BUILDING SETBACKS, THE BUILDING FACADES ARE ARTICULATED WITH RHYTHMS OF GLASS AND STOREFRONT PATTERNS, RETAIL BAYS, SUSPENDED AWNINGS, AND INDIVIDUAL ENTRANCES FOR THE VARIOUS RETAIL BAYS THAT HAVE DIRECT ACCESS FROM THE PUBLIC SIDEWALKS. BUILDING MATERIALS ARE PLANNED TO BE VARIED WITHIN THE EXTERIOR ELEVATIONS. ALTHOUGH THE PROPOSED BUILDING HAS A FLAT ROOF, THE PARAPET LINES ARE VARIED TO PROVIDE AN ARTICULATION OF THE BUILDING CORNICE LINES.
- ADDITIONALLY THE GREENSBORO STREET FAÇADE IS ARTICULATED WITH BUILDING PLANE CHANGES, STOREFRONT RHYTHM AND MATERIAL CHANGES VERTICALLY AND HORIZONTALLY.
- 6. THE PREDOMINATE PROPOSED EXTERIOR BUILDING MATERIALS ARE MASONRY AND GLASS. THE CONCEPT ELEVATIONS INDICATE THAT THE UPPER FLOOR FACING GREENSBORO STREET MAY BE EITHER METAL PANEL OR A CONTRASTING MASONRY. THE GREENSBORO/WEAVER STREET CORNER IS A COMBINATION OF METAL PANEL AND GLASS. THE METAL PANEL SYSTEMS WILL UTILIZE A CONCEALED FASTENER SYSTEM AND NOT EXPOSED

CARDBOARD WILL BE KEPT SEPARATE FOR RECYCLING AND WILL NOT BE PLACED IN THE GARBAGE DUMPSTER OR RECYCLING

OWNER CKE III LLC 16122 MOREHEAD CHAPEL HILL, NC 27517 919-491-1633 CONTACT: EDWARD LAMMAS

APPLICANT / CONSULTANTS LANDSCAPE ARCHITECT:

COULTER JEWELL THAMES PA 111 WEST MAIN STREET DURHAM, NC 27701 919-682-0368 CONTACT: JEREMY ANDERSON **CIVIL ENGINEER:** COULTER JEWELL THAMES PA 111 WEST MAIN STREET DURHAM, NC 27701

ARCHITECT CLINE DESIGN 125 N. HARRINGTON STREET RALEIGH, NC 27603 919-833-6413 CONTACT: CARL WINSTEAD





EXISTING CONDITIONS / DEMOLITION NOTES

- CONTRACTOR RESPONSIBLE FOR DETERMINING EXTENT AND LOCATION OF UTILITIES. THIS MAY INCLUDE CONTACTING "NO-CUTS" TO HELP LOCATE SOME UTILITIES.
- GRADES.
- CAUSED BY CONSTRUCTION ACTIVITIES MUST BE REPAIRED TO CITY OF DURHAM STANDARDS. THIS INCLUDES, BUT IS NOT LIMITED TO UTILITIES, SIDEWALKS, CURB AND GUTTER, ASPHALT. 6. CONTRACTOR RESPONSIBLE FOR REMOVING EVERYTHING WITHIN THE CLEARING LIMITS AND OFF-SITE WORK ZONE INCLUDING TREES, STUMPS, TRASH,
- FENCING, OR BUILDING MATERIALS.
- 8. ALL EXISTING BUILDINGS AND PAVEMENT SHALL BE REMOVED AND/OR REPLACED.

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 LAYOUT PLAN C2.0 FOR LAYOUT DIMENSIONS OF EXTENT OF DEMOLISHED AREAS OFFSITE. 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.

4. CONTRACTOR TO ADJUST ALL MANHOLES, VALVES, JUNCTION BOXES, CATCH BASINS, CLEAN-OUTS, ETC., AS NECESSARY TO ACCOMMODATE NEW LAYOUT AND

5. CONTRACTOR RESPONSIBLE FOR OBTAINING ANY PERMITS FOR WORK IN THE NCDOT RIGHTS OF WAY. ANY DAMAGED INFRASTRUCTURE IN THE RIGHT OF WAY

7. CONTRACTOR TO USE CAUTION WORKING AROUND AND NEAR EXISTING STORM, WATER AND SEWER. CONTRACTOR RESPONSIBLE FOR DAMAGE TO EXISTING UTILITIES. DOCUMENT ANY EXISTING DAMAGE WITH OWNER PRIOR TO BEGINNING WORK.

9. PER ORANGE COUNTY ORDINANCE, CLEAN WOOD WASTE, SCRAP METAL AND CORRUGATED CARDBOARD, ALL PRESENT IN CONSTRUCTION WASTE, MUST BE RECYCLED. 10. PER ORANGE COUNTY ORDINANCE, ALL HAULERS OF CONSTRUCTION WASTE MUST BE PROPERLY LICENSED.

11. PRIOR TO ANY DEMOLITION OR CONSTRUCTION ACTIVITY ON THE SITE THE APPLICANT WILL HOLD A PRE-DEMOLITION/PRE-CONSTRUCTION CONFERENCE WITH THE COUNTY'S SOLID WASTE STAFF. THIS MAY BE THE SAME MEETING HELD WITH OTHER DEVELOPMENT OFFICIALS.

12. IF EXISTING STRUCTURES ON SITE ARE NOT RELOCATED, A DECONSTRUCTION ASSESSMENT WILL NEED TO BE CONDUCTED BY JEFF SCOUTEN, OCSWM, TO DETERMINE IF THERE ARE MATERIALS THAT CAN BE DIVERTED AWAY FROM THE LANDFILL OR OTHERWISE REUSED. 13. EXISTING WATER AND SEWER SERVICE CONNECTION TO BE ABANDONED PER OWASA STANDARDS AND SPECIFICATIONS,





SITE PLAN NOTES

- 1. ALL ANGLES ARE 90 DEGREES UNLESS OTHERWISE NOTED.
- 2. DIMENSIONS TO BUILDING WALL ARE TO FACE OF WALL AT FINISH GRADE. DIMENSIONS TO CURB ARE TO FACE OF CURB.
- 3. LAY OUT IMPROVEMENTS FOR THE CIVIL ENGINEER'S OR LANDSCAPE ARCHITECT'S REVIEW PRIOR TO BEGINNING CONSTRUCTION.
- 4. REFERENCE ARCHITECTURAL DRAWINGS FOR BUILDING INFORMATION.
- 5. THE SITE WILL BE FULLY COMPLIANT WITH THE NORTH CAROLINA ACCESSIBILITY CODES (ANSI 117.1 –2009 AND CHAPTER 11 OF THE NCBC) UNLESS AND EXCEPT IN AREAS WHERE AN APPROVED STATEMENT FROM A SITE ENGINEER, SURVEYOR OR ARCHITECT VERIFIES THAT SITE CONDITIONS EXIST WHERE THE TOPOGRAPHY OF THE SITE IS EXTREME AND ONLY ALTERNATE METHODS OF COMPLIANCE ARE POSSIBLE.
- 6. FIRE LANES ARE TO BE MARKED IN ACCORDANCE WITH TOWN GUIDELINES (PAVEMENT MARKINGS AND SIGNAGE). FIRE LANE SIGNAGE READING NO PARKING -FIRE LANE, WITH RED LETTERS ON WHITE REFLECTIVE BACKGROUND, AND OF STANDARD NO PARKING SIGN CHARACTERISTICS, NEEDS TO BE USED. 7. AN AS-BUILT SURVEY OF THE SITE, PERFORMED BY THE DESIGN PROFESSIONAL OR DESIGNEE, MUST BE SUBMITTED TO THE BUILDING INSPECTIONS DEPARTMENT CERTIFYING THAT ALL SITE ACCESSIBILITY CODE REQUIREMENTS SUCH AS CURB CUTS, RAMP SLOPES, SIDEWALK SLOPES AND WIDTHS, AND CROSS SLOPES MEET THE REQUIREMENTS OF THE NC ACCESSIBILITY CODE PRIOR TO CO ISSUANCE.



liter

Thames_{ra}

111 West Main Street Durham, N.C. 27701 p 919.682.0368 f 919.688.5646 www.cjtpa.com

NC BOARD OF EXAMINERS FOR

ENGINEERS AND SURVEYORS

NC BOARD OF LANDSCAPE

ARCHITECTS LIC # C-104

BPG Beacon Properti Group

02.5.2022

GREENSBORO

Project

201 N.

LIC # C-1209

Jewell





GRADING & STORM DRAINAGE NOTES

<u>GRADING NOTES:</u>

- SUCH NOTIFICATION HAS NOT BEEN GIVEN.
- CAROLINA ONE CALL'

- THE OWNER'S REPRESENTATIVE IMMEDIATELY.
- BY THE GEOTECHNICAL ENGINEER.
- FLOWS TO INLETS OR OTHER POINTS OF DISCHARGE.
- 10. ALL SIDEWALKS SHALL BE CONSTRUCTED WITH A MAXIMUM 1.8% CROSS SLOPE IN THE DIRECTION SHOWN ON THE PLAN.

STORM DRAINAGE NOTES:

- GASKETS UNLESS OTHERWISE NOTED.
- TO MANUFACTURER'S SPECIFICATIONS.
- PLASTIC MANNER UNDER THE TAMPING BLOWS OR PROOF ROLLING.
- STANDARD PROCTOR. 11. SEE THE COVER SHEET FOR NOTES REGARDING IMPERVIOUS SURFACE.

CONSTRUCTION SEQUENCE

PRE CONSTRUCTION

- RESPONSIBLE FOR GRADING AND EROSION CONTROL, PERSON RESPONSIBLE FOR SUPERVISING IMPLEMENTATION OF THE EROSION CONTROL PLAN, AND THE ORANGE COUNTY EROSION CONTROL INSPECTOR.

CONSTRUCTION

BOX DAILY.

- 4. INSTALL GRAVEL CONSTRUCTION ENTRANCE. STABILIZE DISTURBED AREAS AS SOON AS POSSIBLE.
- PROTECTED BY INLET PROJECTION
- 7. MINIMIZE THE AMOUNT OF AREA DISTURBED AT ANY ONE TIME.
- TAKE ADDITIONAL PROTECTIVE ACTION.

- PAVEMENT AREAS ARE TO BE CLEARLY MARKED ON THE SITE.

- DEVICES, AND STABILIZE THE LOCATION.

PLAN HAVE BEEN COMPLETED.

PERMEABLE PAVERS

- - IS TO PASS OVER PERMEABLE PAVER SITE DURING INSTALLATION.

 - TRENCH SUBGRADE FURTHER TO RESTORE INFILTRATION RATE.

 - ENSURE THEY CONFORM TO PLANS AND SPECIFICATIONS.

1. 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

2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE TOWN OF CARRBORO STANDARDS AND SPECIFICATIONS.

3. 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

4. PRIOR TO BEGINNING CONSTRUCTION, THE GENERAL CONTRACTOR SHALL SCHEDULE AND ATTEND A PRECONSTRUCTION CONFERENCE WITH THE TOWN OF CARRBORO PLANNING DEPARTMENT AND A REPRESENTATIVE OF THE OWNER. 5. CONSTRUCTION, MAINTENANCE AND REMOVAL OF ALL EROSION CONTROL DEVICES ARE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

6. 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

7. 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

8. ALL BANKS, SWALES AND FILL SLOPES SHALL BE NO STEEPER THAN 2.5:1 MAXIMUM. CUT SLOPES SHALL BE NO STEEPER THAN 2:1. 9. ALL GRADING MUST PRODUCE SURFACE DRAINAGE ADEQUATE TO PREVENT STANDING WATER OR WET LAWN AREAS, AND TO ENSURE THAT ALL STORM WATER

12. CONNECT ALL ROOF LEADERS AND DOWNSPOUTS TO STORM DRAINAGE SYSTEM WITH PVC PIPE. SEE ARCHITECTURAL PLANS FOR LOCATIONS.

1. ALL STORM DRAINAGE PIPES SHOWN ARE TO BE CLASS III REINFORCED CONCRETE (RCP) UNLESS NOTED OTHERWISE. 2. ALL STORM DRAINAGE CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE TOWN OF CARRBORO STANDARDS.

3. ALL CONCRETE SHALL MEET A MINIMUM 3000 PSI COMPRESSIVE STRENGTH.

4. ALL PIPE IN STORM DRAIN STRUCTURES SHALL BE STRUCK EVEN WITH INSIDE WALL.

5. ALL PIPE JOINTS SHALL BE MADE WITH PREFORMED JOINT SEALER, WHICH CONFORMS TO AASHTO SPECIFICATION M-198 FOR TYPE B FLEXIBLE PLASTIC

6. THE INTERIOR SURFACES OF ALL STORM DRAINAGE STRUCTURES SHALL BE POINTED UP AND SMOOTHED TO AN ACCEPTABLE STANDARD USING MORTAR MIXED

7. 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

8. MATERIALS DEEMED BY THE OWNER'S REPRESENTATIVE AS UNSUITABLE FOR BACKFILL PURPOSES SHALL BE REMOVED AND REPLACED WITH SUITABLE MATERIAL. 9. 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%

10. UNDER NO CIRCUMSTANCES SHALL WATER BE ALLOWED TO RISE IN UNBACKFILLED TRENCHES AFTER PIPE HAS BEEN PLACED.

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 PRE-CONSTRUCTION CONFERENCE BEFORE STARTING DEMOLITION, CLEARING OR GRADING WITH THE OWNER, CONTRACTOR

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

5. INSTALL SILT FENCE. INSTALL INLET PROTECTION AROUND EXISTING INLETS. 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.

6. DEMO EXISTING UTILITIES AS SHOWN AND CONSTRUCT NEW STORM DRAINAGE. INSTALL INLET PROTECTION AROUND NEW INLETS IMMEDIATELY AFTER CONSTRUCTION. SEAL ALL JUNCTION BOXES FROM STORMWATER INTAKE FROM SURFACE. SEAL ANY INLETS TO STORMWATER STRUCTURES NOT

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

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 FACH DEVICE. THE PERSON RESPONSIBLE FOR FROSION 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!!

10. PERMANENTLY STABILIZE ALL DISTURBED AREAS. REFER TO SEEDING SCHEDULE FOR TYPES OF STABILIZATION TO BE USED.

11. 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

12. ARRANGE A FINAL INSPECTION WITH THE EROSION CONTROL INSPECTOR TO CONFIRM THAT ALL REQUIREMENTS OF THE APPROVED EROSION CONTROL

SCHEDULE AND HOLD A PRE-CONSTRUCTION CONFERENCE BEFORE STARTING SITE CONSTRUCTION WITH THE OWNER, CONTRACTOR RESPONSIBLE FOR GRADING AND EROSION CONTROL, PERSON RESPONSIBLE FOR SUPERVISING CONSTRCTION OF PERMEABLE PAVERS AND ENGINEER. ALL PERMEABLE

2. ENSURE ACCEPTABLE CONDITIONS FOR CONSTRUCTION. ADJACENT AREAS SHOULD BE GRADED TO DRAIN AWAY FROM PAVERS AND SITE SHOULD BE STABILIZED WITH VEGETATION OR OTHER APPROPRIATE COVER TO PREVENT EROSION AND CONTAMINATION WITH SEDIMENTS. NO CONSTRUCTION TRAFFIC

3. EXCAVATE IN DRY SUBGRADE CONDITIONS AND AVOID EXCAVATING IMMEDIATELY AFTER STORMS WITHOUT A SUFFICIENT DRYING PERIOD. DO NOT ALLOW EQUIPMENT TO CROSS THE PAVEMENT AREA AFTER EXCAVATION HAS BEGUN. OPERATE EXCAVATION EQUIPMENT FROM OUTSIDE THE PAVEMENT AREA OR FROM UNEXCAVATED PORTIONS OF THE AREA USING AN EXCAVATION STAGING PLAN. USE EQUIPMENT WITH TRACKS RATHER THAN TIRES TO MINIMIZE SOIL COMPACTION WHEN EQUIPMENT ON THE SUBGRADE SURFACE IS UNAVOIDABLE. DIG THE FINAL 9 TO 12 IN. BY USING THE TEETH OF THE EXCAVATOR BUCKET TO LOOSEN SOIL AND DO NOT SMEAR THE SUBGRADE SOIL SURFACE. FINAL GRADING OR SMOOTHING OF THE SUBGRADE SHOULD

BE DONE BY HAND IF POSSIBLE. MINIMIZE THE TIME BETWEEN EXCAVATION AND PLACEMENT OF THE AGGREGATE. 4. TEST SOIL SUBGRADE INFILTRATION RATE BETWEEN EXCAVATION AND PLACEMENT OF AGGREGATE. TESTING TO BE PERFORMED BY AN APPROPRIATELY QUALIFIED PROFESSIONAL. IF TESTING INDICATES THE INFILTRATION RATE THAT PROVIDES A 72-HOUR DRAWDOWN IS NO LONGER POSSIBLE, RIP OR

5. PLACE GEOTEXTILES AND GEOMEMBRANE (IF APPLICABLE). PLACE CATCH BASINS, OBSERVATION WELLS AND UNDERDRAIN SYSTEM.

6. PLACE AND COMPACT AGGREGATE BASE. INSPECT ALL AGGREGATES AND ENSURE THEY ARE FREE OF FINES. REMOVE ANY ACCUMULATED SEDIMENT ON FINISHED SUBGRADE PRIOR TO PLACING AGGREGATE BASE. SLOPES AND ELEVATIONS SHALL BE CHECKED ON SOIL SUBGRADE PRIOR TO PLACEMENT, TO

7. INSTALL EDGE RESTRAINTS AND BARRIERS. ENSURE DESIGN AND INSTALLATION ARE CONSISTENT PRIOR TO PLACEMENT OF BEDDING. 8. INSTALL BEDDING AND PAVERS. CONTRACTOR IS TO FOLLOW SPECIFICATIONS AND MANUFACTURER INSTRUCTIONS FOR THE PLACEMENT OF PERMEABLE PAVERS. THE BEDDING COURSE IS TO BE PLACED IN ACCORDANCE WITH MANUFACTURER OR INDUSTRY GUIDE SPECIFICATIONS.

Attachment B, Page 4





Scale 1" = 20'

1. PER SECTION 15-246 OF THE CARBORRO LUO, ALL UTILITIES SHALL BE PLACED UNDERGROUND. 2. CONTRACTOR TO FIELD VERIFY ALL EXISTING UTILITY LOCATIONS AND DEPTHS PRIOR TO MOBILIZATION. REPORT THE RESULTS TO THE ENGINEER OF 3. ALL UTILITY WORK SHALL CONFORM TO APPLICABLE TOWN, OWASA AND STATE CODES. 4. 6" SANITARY SEWER WILL BE INSTALLED AT A MINIMUM SLOPE OF 1.0%. 4" SANITARY SEWER WILL BE INSTALLED AT A MINIMUM SLOPE OF 2.0%. 5. CLEANOUTS ON A 4" SANITARY SEWER LATERAL WILL BE INSTALLED AT A MAXIMUM OF 50 FEET APART. CLEANOUTS ON A 6" SANITARY SEWER LATERAL

6. ALL CLEANOUTS LOCATED IN ASPHALT WILL BE TRAFFIC BEARING AND WILL WITHSTAND A H-20 LOADING.

8. ALL WATER AND SEWER LINES ARE TO BE PRIVATE UNLESS OTHERWISE NOTED.

10. PVC SANITARY SEWER SHALL HAVE A MINIMUM COVER OF 5 FEET IN STREETS AND 4 FEET IN OUTFALLS.

11. BACKFLOW PREVENTERS ARE REQUIRED ON THIS PROJECT. BACKFLOW PREVENTER INSTALLER MUST OBTAIN A BACKFLOW PREVENTER PERMIT <u>PRIOR</u> TO BEGINNING BACKFLOW PREVENTER INSTALLATIONS. CONTACT THE CROSS-CONNECTION CONTROL OFFICE AT 919-560-4194 TO OBTAIN ADDITIONAL

12. DOMESTIC BACKFLOW (HIGH HAZARD) – INDICATE TYPE, SIZE, AND LOCATION ON DRAWINGS OF DOMESTIC BACKFLOW: REDUCED PRESSURE BACKFLOW ASSEMBLY (RPZ) ASSE #1013 INSTALLED ABOVE GROUND IN AN ASSE #1060 ENCLOSURE OR DIRECTLY INSIDE. WYE STRAINER AND MAIN SHUT-OFF SHALL BE INSTALLED PRIOR TO #1 SHUT OFF OF THE BACKFLOW ASSEMBLY.

13. FIRE DEPARTMENT CONNECTION INLET MUST BE ORIENTED 30 DEGREES TOWARDS GRADE AND BE (1) 5 INCH DIAMETER STORZ CONNECTION AND

14. ALL NEW FIRE HYDRANTS MUST BE PROVIDED WITH (2) 2.5 INCH DIAMETER CONNECTIONS.

OWASA CLOSEOUT AND DOCUMENTATION CHECKLIST

IN ADDITION TO A FINAL INSPECTION APPROVED BY THE OWASA CONSTRUCTION INSPECTOR, THE FOLLOWING DOCUMENTS MUST BE RECEIVED AND APPROVED BY OWASA BEFORE ACCEPTANCE OF THE PROJECT AND THE SETTING OF METERS. THE FOLLOWING SHALL BE SUBMITTED AS A COMPLETE PACKAGE TO THE OWASA ENGINEERING ASSOCIATE FOR THIRD PARTY REVIEW. PARTIAL SUBMITTALS ARE CONSIDERED INCOMPLETE. ALL INCOMPLETE SUBMITTALS WILL BE RETURNED.

🗆 LETTER OF DEDICATION – SUBMIT ORIGINAL DOCUMENT ON OWASA STANDARD FORM.

 RECORD DRAWINGS - CONSTRUCTION DRAWINGS SHALL BE MODIFIED TO REFLECT ACTUAL FIELD INSTALLATIONS. ALL DEH PUBLIC WATER SUPPLY SECTION PERMITTED EXTENSIONS AND DWQ PERMITTED EXTENSIONS SHALL BE SIGNED AND SEALED BY A LICENSED PROFESSIONAL ENGINEER IN THE STATE OF NORTH CAROLINA. SUBMIT THREE COPIES OF THE RECORD DRAWING

DIGITAL SUBMISSIONS - WATER FEATURE DATABASE (MS ACCESS), MANHOLE DATASHEET DATABASE (MS ACCESS), AND RECORD DRAWING (AUTOCAD .DWG FORMAT). CONTACT THE OWASA ENGINEERING TECHNICIANS FOR INFORMATION CONCERNING THIS









CF (CORNUS FLORIDA)

QB (QUERCUS BICOLOR)

HT. AT TIME OF INSTALLATION.

LEGEND

PLANT SCHEDULE

GROSS LAND AREA = 23,211 SF 23,211 x 0.15 = 3,482 SF EXISTING TREES = 0 SF PROPOSED TREES = 6,000 SF (9 TREES)

REQUIRED 15% OF GROSS LAND AREA

PROPOSED MOTOR VEHICLE ACCOMMODATION AREA = 11,768 SF 11,768 x 0.35 = 4,119 SF EXISTING TREES = 0 SF SCREENING TREES = 1,256 SF (8 SMALL TREES) REQUIRED SHADING = 2,863 SF 2,863 / 707 = 4 TREES REQUIRED/PROVIDED

REQUIRED 35% SHADING

PROPOSED USE = 2.100 (RETAIL) AND 3.100 (OFFICE) EX. ADACENT. USE = 3.110 (HAIR SALON) AND 3.130 (DENTISTRY) PROPOSED 3.000 USE TO ADJ. R.O.W. = TYPE C "BROKEN SCREEN" TYPE C "BROKEN SCREEN" = SMALL TREES PLANTED 30' ON CENTER WEAVER STREET = 270 LF R.O.W. - 24' DRIVE AND 55' BUILDING FRONTAGE = 191 LF / 30 = 6 SMALL TREES REQUIRED. 3 SMALL TREES AND 3 LARGE TREES PROVIDED. GREENSBORO STREET = 106 LF R.O.W. - 99' BUILDING FRONTAGE = 7 LF / 30 = 1 SMALL TREE REQUIRED. 2 SMALL TREES PROVIDED. 5 SMALL TREES AND 3 LARGE TREES PROVIDED

SCREENING CALCULATIONS

- 14. ALL UNPAVED SURFACES ARE TO BE COVERED IN PLANTS, MULCH, OR GRASS.
- THE PLANS.

- IN CONTRACT DOCUMENTS.
- OTHERWISE. DISCREPANCIES TO LANDSCAPE ARCHITECT.

LANDSCAPE NOTES

1. LANDSCAPING MUST BE IN PLACE PRIOR TO REQUEST FOR A CERTIFICATE OF OCCUPANCY OR CERTIFICATE OF COMPLIANCE.

2. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, QUANTITIES, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR INSTALLING PROJECT. 3. IN AREAS OF GROUND COVER, MAINTAIN A 12" MINIMUM DISTANCE BETWEEN PLANTS AND HARD IMPROVEMENTS.

4. BED LINES SHALL CONFORM TO CONFIGURATION SHOWN ON THE PLANS. BED LINES SHALL MEET CURBS, WALKS, BUILDINGS, ETC. AT RIGHT ANGLES UNLESS SHOWN

5. CONTRACTOR SHALL VISIT THE SITE AND FAMILIARIZE THEMSELVES WITH ACTUAL CONDITIONS AND VERIFY EXISTING CONDITIONS IN THE FIELD. CONTRACTOR SHALL REPORT ALL

6. 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

7. IN LAWN AREAS, 2" TOPSOIL SHALL BE TILLED INTO THE TOP 5" OF GROUND PRIOR TO SEEDING.

8. CONTRACTOR WILL OBTAIN WRITTEN APPROVAL FROM LANDSCAPE ARCHITECT FOR ANY PLANT SUBSTITUTIONS OF SPECIES, SIZE, OR TYPE OF CONTAINER. 9. 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.

10. CONTRACTOR WILL LEAVE DISTURBED AREAS LEVEL AND RAKED SMOOTH, REMOVING ALL ROCKS AND DEBRIS.

11. MULCH IS TO BE A 3" LAYER OF TRIPLE SHREDDED HARDWOOD MULCH. MULCH IS TO BE KEPT AWAY FROM TREE TRUNKS.

12. 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.

13. 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

MOTOR VEHICLE ACCOMMODATION CALCULATIONS

TREE CANOPY COVERAGE CALCULATIONS

PLANT SCH	IEDULE						
KEY	QTY.	BOTANICAL NAME	COMMON NAME	Cal*	нт*	ROOT	REMARKS
DECIDUOU	S TREES						
CF	8	Cornus florida	Flowering Dogwood	2.5"	-	B&B	Full, Match , Straight leader
AA	5	Amelanchier arborea 'Autumn Brillaince'	Downey Serviceberry	2.5"	-	B&B	Full, Match , Single Stem
QB	4	Quercus bicolor	Swamp White Oak	2.5"	-	B&B	Full, Match , Straight leader
DECIDUOU	S TREES						
PL	7	Prunus laurocerasus 'Schipkaensis'	Schipka Laurel	-	24"	5 gal.	Full, Match , Straight leader
ORNAMEN	TAL GRASS	ES, VINES, & GROUNDCOVER					
BC	3	Bignonia carpeolata	Crossvine	-	-	1 gal.	Full, Match , Straight leader
PV	32	Panicum virgatum	Switchgrass	-	-	3 gal.	Full, Match , Single Stem
RU	139	Rudbeckia 'Goldsturm'	Black-Eyed Susan	-	-	1 gal.	Full, Match , Straight leader
55	13	Schizachyrium scoparium 'Prairie Blues'	Little Bluestem	*	~	3 gal.	Full, Match , Straight leader
*CA. AND I	HT. REFERS	TO SIZE OF PLANT MATERIAL AT TIME OF INS	TALLATION. ALL PLANT MA	ATERIAL SPECI	FIED MUST	MEET OR E	XCEED THE PLANT CAL. AND

*DECIDUOUS CANOPY TREES MUST MEET OR EXCEED MINIMUM CALIPER REQUIREMENTS SHOWN ABOVE TO MEET MINIMUM ORDINANCE REQUIREMENTS.







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108


To: Zachary Hallock Transportation Planner Town of Carrboro Date: October 5, 2020

0, 2020

Memorandum

Project #: 39219.00

From: Andrew Topp, PE, PTOE

Re: 201 N. Greensboro Street Trip Generation Analysis Carrboro NC

VHB Engineering NC, P.C. was retained by Beacon Properties Group to assist in addressing the town's comments regarding a proposed mixed-use development in Carrboro, NC. The site is located at the northeast corner of the N. Greensboro Street (SR 1772) and W. Weaver Street intersection. The development will consist of a three-story building with one floor of mixed restaurant and retail space totaling 5,395 square feet, and two floors of office space totaling 10,790 square feet. The proposed site will have one driveway accessing Center Street and one driveway accessing W. Weaver Street. The responses to the town comments are listed below.

Comment #5

As allowed in LUO section 15-292 Flexibility in Administration Required, applicant is requesting a parking space reduction. As such, a parking reduction justification letter should be added with the following information: what is being done to enhance multimodal (bike/ped/transit) accessibility to the site, what is being done within the site to encourage employees/patrons to use multimodal transportation, how/if the different proposed uses have different parking demand peaks.

The proposed site's mix of uses and location, in downtown Carrboro, with significant alternatives provided in terms of parking and modes of transportation, led to the decision to request a parking space reduction. The proposed development is located within walking and biking distance of many residential areas, as well as public parking lots, which fosters a greater amount of pedestrian traffic to the site. The site will also encourage walking by enhancing an existing sidewalk on W. Weaver Street and N. Greensboro Street, widening it from 5 feet to 8 feet in front of the proposed building. In addition, the wheelchair curb ramp at the N. Greensboro Street at W. Weaver Street intersection will be improved, bringing it up to ADA standards. The inadequate sidewalk crossing the N. Greensboro Street driveway will be improved when the driveway is closed, by adding a new curb, eight-foot sidewalk and two adjacent tree grates which should improve aesthetics, shade and help calm traffic along Greensboro Street.

Additionally, there are a number of public transit stops along the roadways adjacent to and near the proposed site. This includes the Chapel Hill Transit CW Route which travels along the site's W. Weaver Street frontage, stopping at the Weaver Street Market and Carrboro Century Center one block east of the site. The site will also add several bike racks, providing space above and beyond the Town requirement. These factors contribute to an overall reduction in the required parking provided by the site itself.

Based on a review of the hourly parking occupancy distribution percentages listed in the Institute of Traffic Engineers Parking Generation Manual, 5th Edition, the occupancy percentages vary between the office and retail/restaurant uses. As shown in Table 1 below, the maximum office parking occurs mid-morning, the retail peaks at 1PM, and the restaurant peaks in the evening once the office spaces are mostly open. Detailed summaries are also contained at the end of this memorandum.

Vhb Memorandum

710 820 932 Office Retail Restaurant Hour Beginning % Occupied % Occupied % Occupied 12am-4am _ _ _ 5am -_ -6am -_ -13% 7am --48% 15% 8am -9am 88% 32% -10am 100% 54% 26% 11am 100% 71% 43% 12pm 85% 99% 95% 84% 100% 95% 1pm 93% 90% 49% 2pm 3pm 94% 83% 39% 85% 81% 37% 4pm 5pm 58% 84% 62% 6pm 20% 86% 99% 7pm 11% 80% 100% 8pm -63% 83% 42% 9pm _ 51% 15% 28% 10pm _ 11pm _ _ _

Table 1: ITE Parking Distribution

Comment #6

Ref: 39219.00 October 5, 2020

Page 2

The bike parking provided does not meet the minimum requirement as calculated by use (LUO Section 15-291(h)): Use 2.1: minimum 5 spaces, use 3.1: minimum 5 spaces, use 8.1: minimum 5 spaces, there is no minimum for use 5.0. The total required bicycle parking is 15 spaces and only 14 are provided.

As detailed on the cover of the site plan, one bicycle space is required for the retail use, three spaces are required for the office use and three spaces are required for the restaurant use. To help encourage bicycling, fourteen spaces are provided on site, doubling the required number.



Comment #8

What assessment has been done of the driveway access onto W Weaver Street? Left turns out of this site could conflict with left turns out of the public parking driveway on the south side of W Weaver St, posing a safety hazard. Consider restricting left turns out of the driveway, or potentially restricting left turns entirely by making the driveway a right-in/right-out access with left turns occurring to/from Center Street.

Preliminary analysis of the site shows that concerns at this point should be minimal due to several factors including good sight distance at the site driveways (10 ft x 70 ft sight triangles illustrated on latest plan), the presence of a nearby signal to provide adequate gaps in traffic flow, and there being multiple access points for each site to provide alternative entrances/exits in the event of heavier congestion. Lefts in can store briefly in the existing left-turn lane and lefts out would stack within their own driveway, which would not obstruct mainline vehicles along W. Weaver Street. Lefts out should not experience high delay exiting during most times during the week, however if a left-turn was difficult during a peak hour when a stopped queue was present along W. Weaver Street, they would likely use the Center Street driveway as an alternative.

A westbound left-turning movement into the driveway to the south across W. Weaver Street is likely very rare. Drivers originating from the north on N. Greensboro Street would likely stay on N. Greensboro Street to take a right-turn into the site at the southern end of the parking lot, which would be simpler, faster, and reduce the chance of getting blocked by a stopped queue at the signal. Similarly, vehicles heading west on W. Weaver Street or Main Street would likely choose the southern driveway for the same reasons. Drivers turning left out of that parking lot would similarly not be common, due to it being so close to the signal. Many drivers ultimately heading west or northwest, could opt for a series of right-turns to access Main Street which heads west, intersecting W. Weaver Street just west of the site or could avoid the left out onto W. Weaver Street and head north on N. Greensboro Street instead, which accesses destinations to the northwest. Right-turns into and out of the parking lot across the street would be more common than lefts and would have the right of way over any turns out of the new development. Site adjustments have been made to ensure clear sight triangles at the W. Weaver Street driveway, which improve driver visibility to all vehicles, which should also help reduce conflict potential.

Comment #9

A question had been posed if a Traffic Impact Analysis (TIA) would be required of this development. The Town of Carrboro does not require a TIA, rather that is usually the condition of an NCDOT driveway permit. Instead we request the completion of a Traffic Impact Study (TIS) to include the following information:

9a: An assessment of trip generation from the site using ITE rates (no distribution or capacity analysis as would be associated with a TIA, just total new trips);

Tables 2, 3, 4, 5 and 6 summarize the projected vehicular trips generated by the site using the most appropriate rates and equations contained in the *ITE Trip Generation Manual*, 10th Edition. Since the site has relatively low square footages per use, the average rates provided by the manual were used rather than the equations, which have y-intercept values



more appropriate for larger sites. In addition, the peaks across all uses reflect the peaks during the adjacent street traffic peak (7-9 AM and 4-6 PM) listed in the *ITE Manual*.

Total Site Trips ²										
Land				A	M Peak Ho	ur	PM Peak Hour			
Use Code ¹	Land Use	Unit	ADT	Enter	Exit	Total	Enter	Exit	Total	
710	General Office	10,790 Sq ft	105	11	2	13	2	10	12	
820	General Retail	2,698 Sq ft	102	2	1	3	5	5	10	
932	High Turnover (Sit-Down) Restaurant	2,698 Sq ft	303	15	12	27	16	10	26	
	Development Tota	l	510	28	15	43	23	25	48	

Table 2: Vehicular Trip Generation Results – Total Site Trips

Notes:

1. Land Use Code and trip generation rates are determined based on ITE Trip Generation, 10th Edition

Trip Reduction Due to Internal Capture¹ Land AM Peak Hour PM Peak Hour Land Use Use Unit ADT Exit Total Enter Exit Total Enter Code 10,790 710 General Office 2 0 13 1 3 0 0 sqft 2,698 820 0 General Retail 24 0 0 2 1 3 sqft **High Turnover** 2,698 2 2 932 (Sit-Down) 34 0 1 3 4 sqft Restaurant 70 2 1 3 3 7 Development Total 4

Table 3: Vehicular Trip Generation Results – Internal Capture

Notes:

1. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet



	Total External Site Trips											
Land				А	M Peak Ho	ur	PM Peak Hour					
Use Code	Land Use	Unit	ADT	Enter	Exit	Total	Enter	Exit	Total			
710	General Office	10,790 sqft	92	9	1	10	2	10	12			
820	General Retail	2,698 sqft	78	2	1	3	3	4	7			
932	High Turnover (Sit-Down) Restaurant	2,698 sqft	269	15	10	25	15	7	22			
	Development Total 439 26 12 38 20		21	41								

Table 4: Vehicular Trip Generation Results – External Trips

Table 5: Vehicular Trip Generation Results – Pass-By Trips

	Pass-By Site Trips ¹										
Land	Landlia	11		A	M Peak Ho	ur	PM Peak Hour				
Use Code	Land Use	Unit	ADT	Enter	Exit	Total	Enter	Exit	Total		
710	General Office	10,790 sqft	-	0	0	0	0	0	0		
820	General Retail	2,698 sqft	-	0	0	0	1	1	2		
932	High Turnover (Sit-Down) Restaurant	2,698 sqft	-	0	0	0	5	4	9		
	Development Tota	l	-	0	0	0	6	5	11		

Notes:

1. Unconstrained pass-by trips are calculated based on ITE Trip Generation Handbook, 3rd Edition. The final projections are not expected to exceed 10% of adjacent street volumes.



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	Total Non-Pass-By Site Trips											
Land				A	M Peak Ho	ur	PM Peak Hour					
Use Code	Land Use	Unit	ADT	Enter	Exit	Total	Enter	Exit	Total			
710	General Office	10,790 sqft	-	9	1	10	2	10	12			
820	General Retail	2,698 sqft	-	2	1	3	2	3	5			
932	High Turnover (Sit-Down) Restaurant	2,698 sqft	-	15	10	25	10	3	13			
	Development Tota	l	-	26	12	38	14	16	30			

Table 6: Vehicular Trip Generation Results – External Non-Pass-By Site Trips

As shown in Table 2, the site is projected to generate a total of 510 daily trips, 43 trips during the AM peak hour, and 48 trips during the PM peak hour. After appropriate trip reductions due to internal capture of the site shown in Table 3, the total external site trips projected for the site are 439 per day, 38 trips in the AM peak hour and 41 trips in the PM peak hour, as shown in Table 4. Adjustments due to pass-by trips in the PM peak hour shown in Table 5 project the overall total for external non-pass-by trips for the proposed development to be 38 trips in the AM peak hour and 30 trips in the PM peak hour, as shown in Table 6.

9b: Identify any bicycle, pedestrian and traffic safety improvements which are being made around the site;

As mentioned previously, the proposed site will provide new bicycle parking for the area and upgrade the sidewalks along the roadways adjacent to the development. This specifically includes enhancing and widening sidewalk segments along both Weaver Street and Greensboro Street as well as the wheelchair curb ramp at the adjacent signalized intersection.

9c: Identify any transit improvements being made around the site.

Adjacent transit stops are in the area. The Chapel Hill Transit CW Route travels along the site's W. Weaver Street frontage, stopping at the Weaver Street Market and Carrboro Century Center one block east of the site. Creating a second stop for this building is not necessary as it's a short walk to the existing stops in each direction and additional stops so close would create unnecessary delay to the CW route. Pedestrians walking to and from this site have continuous sidewalks and painted crosswalks with pedestrian countdown phasing at the W. Weaver Street and N. Greensboro Street signalized intersection. There are no notable transit improvements being made around the proposed site.



ITE Parking and Trip Generation Summary Reports

Land Use: 710 General Office Building

Description

A general office building houses multiple tenants. It is a location where affairs of businesses, commercial or industrial organizations, or professional persons or firms are conducted. An office building or buildings may contain a mixture of tenants including professional services, insurance companies, investment brokers, and tenant services, such as a bank or savings and loan institution, a restaurant, or cafeteria and service retail facilities. A general office building with a gross floor area of 5,000 square feet or less is classified as a small office building (Land Use 712). Corporate headquarters building (Land Use 714), single tenant office building (Land Use 715), medical-dental office building (Land Use 720), office park (Land Use 750), and research and development center (Land Use 760) are additional related uses.

If information is known about individual buildings, it is suggested that the general office building category be used rather than office parks when estimating parking generation for one or more office buildings in a single development. The office park category is more general and should be used when a breakdown of individual or different uses is not known. If the general office building category is used and if additional buildings, such as banks, restaurants, or retail stores are included in the development, the development should be treated as a multiuse project. On the other hand, if the office park category is used, internal trips are already reflected in the data and do not need to be considered.

When the buildings are interrelated (defined by shared parking facilities or the ability to easily walk between buildings) or house one tenant, it is suggested that the total area or employment of all the buildings be used for calculating parking generation. When the individual buildings are isolated and not related to one another, it is suggested that parking generation be calculated for each building separately and then summed.

Time of Day Distribution for Parking Demand

The following table presents a time-of-day distribution of parking demand on a weekday at 30 study sites in a general urban/suburban setting and two study sites in a dense multi-use urban setting.

	Percent of Weekday Peak Parking Demand					
Hour Beginning	General Urban/Suburban	Dense Multi–Use Urban				
12:00–4:00 a.m.	_	_				
5:00 a.m.	_	_				
6:00 a.m.	_	_				
7:00 a.m.	13	26				
8:00 a.m.	48	65				
9:00 a.m.	88	95				
10:00 a.m.	100	100				
11:00 a.m.	100	100				
12:00 p.m.	85	99				
1:00 p.m.	84	99				
2:00 p.m.	93	97				
3:00 p.m.	94	94				
4:00 p.m.	85	90				
5:00 p.m.	56	_				
6:00 p.m.	20	_				
7:00 p.m.	11	_				
8:00 p.m.	_	-				
9:00 p.m.	_	_				
10:00 p.m.	_	_				
11:00 p.m.	_	_				

Additional Data

The average parking supply ratios for the study sites with parking supply information are as follows:

- 2.9 spaces per 1,000 square feet GFA in a dense multi-use urban setting that is not within ½ mile of rail transit (seven sites)
- 3.3 spaces per 1,000 square feet GFA (73 sites) and 1.2 spaces per employee (20 sites) in a general urban/suburban setting that is not within ½ mile of rail transit
- 3.0 spaces per 1,000 square feet GFA (seven sites) and 0.8 spaces per employee (two sites) in a general urban/suburban setting that is within ½ mile of rail transit

The sites were surveyed in the 1980s, the 1990s, the 2000s, and the 2010s in Arizona, California, Colorado, Connecticut, Georgia, Illinois, Massachusetts, Minnesota, Montana, New Jersey, New York, Oklahoma, Oregon, Pennsylvania, Texas, Utah, and Washington.

Source Numbers

21, 22, 47, 122, 124, 142, 172, 201, 202, 205, 211, 215, 216, 217, 227, 239, 241, 243, 276, 295, 399, 400, 425, 431, 433, 436, 438, 440, 516, 531, 540, 551, 555, 556, 557, 571, 572, 588



Land Use: 820 Shopping Center

Description

A shopping center is an integrated group of commercial establishments that is planned, developed, owned, and managed as a unit. A shopping center's composition is related to its market area in terms of size, location, and type of store. A shopping center also provides on-site parking facilities sufficient to serve its own parking demands.

Time of Day Distribution for Parking Demand

The following table presents a time-of-day distribution of parking demand **during the month of December** on a weekday (seven study sites), a Friday (eight study sites), and a Saturday (19 study sites).

	Percent of Peak Parking Demand during December							
Hour Beginning	Weekday	Friday	Saturday					
12:00–4:00 a.m.	_	_	_					
5:00 a.m.	_	—	_					
6:00 a.m.	_	-	_					
7:00 a.m.	_	-	_					
8:00 a.m.	_	-	_					
9:00 a.m.	_	-	_					
10:00 a.m.	_	74	_					
11:00 a.m.	_	87	85					
12:00 p.m.	77	97	97					
1:00 p.m.	100	100	98					
2:00 p.m.	98	92	100					
3:00 p.m.	90	85	97					
4:00 p.m.	76	84	88					
5:00 p.m.	82	78	77					
6:00 p.m.	89	75	64					
7:00 p.m.	90	63	_					
8:00 p.m.	84	-	_					
9:00 p.m.	_	-	_					
10:00 p.m.	_	-	_					
11:00 p.m.	-	-	_					

The following table presents a time-of-day distribution of parking demand **during a non-December month** on a weekday (18 study sites), a Friday (seven study sites), and a Saturday (13 study sites).

	Percent of Non–December Peak Parking Demand							
Hour Beginning	Weekday	Friday	Saturday					
12:00–4:00 a.m.	_	_	_					
5:00 a.m.	_	_	_					
6:00 a.m.	_	_	_					
7:00 a.m.	_	—	_					
8:00 a.m.	15	32	27					
9:00 a.m.	32	50	46					
10:00 a.m.	54	67	67					
11:00 a.m.	71	80	85					
12:00 p.m.	99	100	95					
1:00 p.m.	100	98	100					
2:00 p.m.	90	90	98					
3:00 p.m.	83	78	92					
4:00 p.m.	81	81	86					
5:00 p.m.	84	86	79					
6:00 p.m.	86	84	71					
7:00 p.m.	80	79	69					
8:00 p.m.	63	70	60					
9:00 p.m.	42		51					
10:00 p.m.	15		38					
11:00 p.m.	_	_	_					

Additional Data

The parking demand database includes data from strip, neighborhood, community, town center, and regional shopping centers. Some of the centers contain non-merchandising facilities, such as office buildings, movie theaters, restaurants, post offices, banks, health clubs, and recreational facilities.

Many shopping centers, in addition to the integrated unit of shops in one building or enclosed around a mall, include outparcels (peripheral buildings or pads located on the perimeter of the center adjacent to the streets and major access points). These buildings are typically drive-in banks, retail stores, restaurants, or small offices. Although the data herein do not indicate which of the centers studied included peripheral buildings, it can be assumed that some of the data show their effect.



The parking demand data plots and analysis are based on the total gross leasable area (GLA) of the center. In cases of smaller centers without an enclosed mall or peripheral buildings, the GLA could be the same as the gross floor area (GFA) of the center.

The average parking supply ratios for the study sites with parking supply information are the following:

- 5.1 spaces per 1,000 square feet GFA (137 sites) in a general urban/suburban setting
- 4.7 spaces per 1,000 square feet GFA (five sites) in a dense multi-use urban setting

The sites were surveyed in the 1980s, the 1990s, the 2000s, and the 2010s in Alabama, Alberta (CAN), Arizona, California, Colorado, Delaware, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, North Carolina, New Jersey, New York, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, South Carolina, South Dakota, Tennessee, Texas, Virginia, and Washington.

Future data submissions should attempt to provide information on the composition of each study site (types and number of stores, restaurants, or other tenants within the shopping center).

Source Numbers

3, 18, 21, 32, 39, 47, 87, 88, 89, 103, 142, 145, 152, 153, 154, 174, 175, 176, 179, 202, 203, 204, 205, 209, 215, 219, 224, 241, 265, 274, 313, 314, 315, 431, 432, 433, 436, 438, 441, 511, 525, 527, 531, 533, 542, 556, 558, 565

Land Use: 932 High-Turnover (Sit-Down) Restaurant

Description

This land use consists of sit-down, full-service eating establishments with a typical duration of stay of 60 minutes or less. They are commonly referred to as casual dining. This type of restaurant is usually moderately priced and frequently belongs to a restaurant chain. Generally, these restaurants serve lunch and dinner; they may also be open for breakfast and are sometimes open 24 hours a day. These restaurants typically do not accept reservations. A patron commonly waits to be seated, is served by wait staff, orders from a menu, and pays after the meal. Some facilities offer carry-out for a small proportion of its customers. Some facilities within this land use may also contain lounge or bar area for serving food and alcoholic drinks. Fast casual restaurant (Land Use 930), quality restaurant (Land Use 931), fast-food restaurant without drive-through window (Land Use 933), and fast-food restaurant with drive-through window (Land Use 934) are related uses.

The analysis of parking demand for this land use has identified different parking demand rates between high-turnover restaurants with and without lounges. The term "family restaurant" is used interchangeably as an abbreviated version of "high-turnover (sit-down) restaurant without lounge or bar facilities."

Time of Day Distribution for Parking Demand

The following table presents a time-of-day distribution of parking demand **on a weekday** at family restaurants that serve breakfast, lunch, and dinner (12 study sites); family restaurants that serve lunch and dinner (38 sites), and restaurants with a lounge or bar (four sites).

	Percent of Weekday Peak Parking Demand						
Hour Beginning	Family (breakfast, lunch, and dinner)	Family (lunch and dinner)	Lounge or Bar				
12:00–4:00 a.m.	-	-	—				
5:00 a.m.	-	-	-				
6:00 a.m.	10	-	—				
7:00 a.m.	25	-	—				
8:00 a.m.	68	-	—				
9:00 a.m.	72	_	—				
10:00 a.m.	77	26	9				
11:00 a.m.	83	43	15				
12:00 p.m.	100	95	100				
1:00 p.m.	91	95	81				
2:00 p.m.	56	49	54				
3:00 p.m.	42	39	33				
4:00 p.m.	42	37	26				
5:00 p.m.	64	62	29				
6:00 p.m.	87	99	58				
7:00 p.m.	79	100	70				
8:00 p.m.	65	83	77				
9:00 p.m.	42	51	61				
10:00 p.m.	21	28	41				
11:00 p.m.	_	_	_				

The following table presents a time-of-day distribution of parking demand **on a Saturday** at family restaurants that serve breakfast, lunch, and dinner (six study sites); family restaurants that serve lunch and dinner (10 sites), and restaurants with a lounge or bar (six sites).

	Percent of Saturday Peak Parking Demand						
Hour Beginning	Family (breakfast, lunch, and dinner)	Family (lunch and dinner)	Lounge or Bar				
12:00–4:00 a.m.	_	-	_				
5:00 a.m.	-	-	_				
6:00 a.m.	15	-	_				
7:00 a.m.	28	_	_				
8:00 a.m.	52	_	_				
9:00 a.m.	75	_	_				
10:00 a.m.	91	87	15				
11:00 a.m.	100	90	23				
12:00 p.m.	90	100	37				
1:00 p.m.	80	98	50				
2:00 p.m.	67	85	44				
3:00 p.m.	45	73	37				
4:00 p.m.	39	58	48				
5:00 p.m.	40	63	64				
6:00 p.m.	40	76	90				
7:00 p.m.	58	78	100				
8:00 p.m.	40	76	89				
9:00 p.m.	35	55	71				
10:00 p.m.	33	46	56				
11:00 p.m.	_	_	_				

Additional Data

The outdoor seating area is not included in the overall gross floor area. Therefore, the number of seats may be a more reliable independent variable on which to establish parking generation rates for facilities having significant outdoor seating.

The average parking supply ratios for the study sites with parking supply information are as follows:

- in a general urban/suburban setting, 15 spaces per 1,000 square feet GFA (53 sites) and 0.5 spaces per seat (42 sites)
- in a dense multi-use urban setting, 7 spaces per 1,000 square feet GFA (six sites) and 0.4 spaces per seat (one site)

The sites were surveyed in the 1980s, the 1990s, the 2000s, and the 2010s in California, Connecticut, Florida, Illinois, Indiana, Massachusetts, Minnesota, New Jersey, New York, Oklahoma, Oregon, Pennsylvania, Texas, and Washington.

Source Numbers

8, 9, 21, 22, 47, 168, 182, 201, 218, 274, 276, 299, 527, 531, 556, 557, 567, 568

123

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April 7, 2020

Town of Carrboro Planning Department 301 West Main Street

> Re: 201 N. Greensboro Tree / landscape removal letter

To Whom it may concern,

This letter is provided in support of the Conditional Use Permit submitted for the 0.53 acre site at the northwest corner of the West Weaver Street and North Greensboro Street.

The 2 parcels that make up this project have been reviewed in the field and found to not contain any significant or rare trees species, per definition of the Town of Carrboro's Land Use Ordinance. Considering that 86% of the existing site is covered by existing impervious surface, there is very limited vegetation on the property, and nothing noted of a condition or species worth saving. 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,

Jeremy S. Anderson RLA Project Landscape Architect

Attached:



111 WEST MAIN STREET DURHAM, NC 27701 p919.682.0368 f919.688.5646

Planning for the Future

April 8, 2020

To:	Stormwater Development Review Town of Carrboro 100 Pubic Works Drive Carrboro, NC 27510	
From:	Preston B. Royster, PE Coulter Jewell Thames, PA 111 West Main Street Durham, NC 27701 919-682-0368 Email: proyster@cjtpa.com	SEAL 35003
Subject:	Designer's Stormwater Letter	TON B. ROUNIN
Ref:	Project: 201 N. Greensboro PIN: 9778864587 Regulatory Basin: Jordan Lake	04 08 2020

This project is located at 201 N. Greensboro Street (at the intersection of N. Greensboro Street and W. Weaver Street). The project involves the construction of a new retail and office building and the associated parking, sidewalks, and infrastructure.

The proposed disturbed area for this project is 18,465 sf (0.42 ac). The existing and proposed impervious surface are noted below:

•	Existing Impervious areas:	20,087 sf (0.46 ac)
•	Proposed Impervious areas:	20,716 sf (0.48 ac)
•	Net Change:	+ 629 sf (0.01 ac)

Section 15-263(a)(8) of the Town's Land Use Ordinance notes that the disturbance threshold for commercial projects is onehalf acre. Since this project disturbs less than one-half acre, it is exempt from the requirements of this section of the Ordinance.

The project results in a small increase in impervious surface. While there is an increase in impervious surface, there is no change to the CN for the project So, the site is no calculated increase in peak runoff rate or volume. In addition, the existing drainage patterns / site topography are not proposed to be significantly altered by the proposed development. As such, no detention is proposed on the site to reduce peak runoff rate or volume.

If you have any questions about this pedjedt itional information, please feel free to call or email me. Thank you.

TOWN OF CARRBORO



CONDITIONAL USE PERMIT WORKSHEET FOR TALLER BUILDINGS IN COMMERCIAL DISTRICTS

I. COMPLETENESS OF APPLICATION

The application is complete

The application is incomplete

II. COMPLIANCE WITH SPECIFIC ORDINANCE REQUIREMENTS

- The application complies with all applicable specific requirements of the Land Use Ordinance
- **The application is not in compliance with the following specific requirements of the Land Use ordinance for the reasons stated below:**

III. CONSIDERATION OF GENERAL REQUIREMENTS WITH RESPECT TO WHICH THE APPLICANT HAS THE BURDEN OF PROOF

A. The Board finds that the proposed use will not substantially injure the value of adjoining or abutting property.

The Board cannot find that the proposed use will not substantially injure the value of adjoining or abutting property, or finds that the proposed use will substantially injure the value of adjoining or abutting property, for the following reasons:

B. The Board finds that the proposed use will be in harmony with the area in which it is to be located.

The Board finds that the proposed use will not be in harmony with the area in which it is to be located, for the following reasons:

C. The Board finds that the proposed use will be in general conformity with the Land Use Plan, Thoroughfare Plan, and other plans officially adopted by the Board.
The Board finds that the proposed use will not be in general conformity with the Land Use Plan, Thoroughfare Plan, and other plans officially adopted by the Board, for the following reasons:

IV. CONSIDERATION OF PROPOSED CONDITIONS (*Note: Please clarify for staff, where applicable, whether any discussion points

(*Note: Please clarify for staff, where applicable, whether any discussion points are to be included as Permit Conditions. Informal agreements or understandings are not necessarily binding.*)

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.
- V. GRANTING THE APPLICATION
 - The application is granted, subject to the conditions agreed upon under Section IV of this worksheet.

VI. 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 specific Ordinance requirements set forth above in Section II.
- The application is denied because the Board has not made a finding favorable to the applicant on one or more of the general requirements set forth above in Section III.
 - The application is denied because, if completed as proposed, the development more probably than not will materially endanger the public health or safety for the following reasons:

SUMMARY SHEET OF ADVISORY BOARD RECOMMENDATIONS SPECIAL USE PERMIT-A FOR New Commercial Building at 201 North Greensboro Street and 100 Center Street

Transportation Advisory Board

<u>Safety</u>

- 1. We have some concerns that there are too many driveways for this busy pedestrian corridor.
- 2. We recommend creating as much sidewalk space as possible.
- 3. We feel it was a good idea to place the dumpster in the corner.

Construction

- 1. Concerns about pedestrian traffic during construction.
- 2. Have you thought about a plan to keep the sidewalk open or some alternative where people are shifted over? It is crucial to preserve this access.

Parking

- 1. We see that you have asked for a reduction in parking and there are quite a few municipal lots nearby. Have you considered providing parking in a different lot to free up the space?
- 2. We also noticed that you mentioned the parking lot could be a future development if parking rates change? There may be room for negotiation with nearby lots.

<u>Overall</u>

1. We feel that this project is an improvement on the former CVS proposal. The corner is prominent and currently an eyesore; this will be an improvement on the downtown area.

Planning Board: No comments.

Stormwater Advisory Commission: No comments.

Appearance Commission: No comments.

Economic Sustainability Commission: No comments.

Environmental Advisory Board: No comments.



Agenda Item Abstract

File Number:22-138

Agenda Date: 4/26/2022

File Type: Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Presentation and Acceptance of the Downtown Parking Study **PURPOSE:** The purpose of this item is to accept a presentation of the Downtown Parking Study. **DEPARTMENT:** Economic Development

CONTACT INFORMATION: Jon Hartman-Brown, 919-391-7846, JHartman-

Brown@CarrboroNC.gov

INFORMATION:

Background: On April 25, 2017, the Town Council adopted a Downtown Parking Plan. This plan made the following recommendations:

<u>Near-Term</u>

- Promote shared parking arrangements between businesses.
- Collect regular parking occupancy data during the peak period.
- Deploy more consistent parking regulatory signs.
- Encourage vehicle turnover in high-demand parking areas.
- Encourage use of low-demand parking areas.
- Encourage the use of alternative transportation modes to reduce future parking demand.

Long-Term

- Coordinate and leverage redevelopment opportunities with identified stakeholders.
- Identify potential sites for a parking deck
- Discuss Public-Private Partnership options, and potential land swap arrangements.
- Seek a compromise that will benefit parking and businesses.
- Perform a Preliminary engineering Report (PER) for structured parking.

Challenges with this plan have been difficulty in willingness of private parking lots owners to lease to the Town for public parking, disagreements between downtown businesses and the Town on the parking counts and demands on the existing lots, and encouraging vehicle turnover in more high-demand parking areas with little enforcement.

On June 11, 2019, Town Council directed staff to undertake a parking study that would examine a paid for parking system for the Downtown. The motion stated "Staff is directed to look into (with help of a consultant or by themselves) the designing of a paid-for parking program and how to time limit enforce parking in the

Agenda Date: 4/26/2022 In Control: Board of Aldermen Version: 1

File Type: Agendas

downtown, including options for the private lot owners to participate in the program and the enforcement. Scenarios will include a deck and without a deck. Staff, and/or the consultant, will also provide assessments on how to pay for these projects."

Through an RFP process, the Town hired Walker Parking Consultants and approved a contract with Walker Parking Consultants to conduct a parking study for downtown. The scope of the project included: (1) provide a scalable and manageable system focused on the potential options for implementing paid parking in select areas with a focus on utilizing the understanding technology options to allow flexibility, include, smart meters, parking apps, and integrating time-limit enforcement; (2) consideration for the potential inclusion of private parking lot owners to participate in the overall parking management plan through paid parking; and (3) evaluate the current parking supply and demand to determine adequacy and review options for maintaining or improving the parking supply, with consideration of the costs and potential revenues of proposed programs being considered.

Due to the emergence of the COVID-19 pandemic, the parking counts and stakeholder engagement was held off until downtown parking was more reflective of pre-pandemic patterns.

Findings: Jon Martens with Walker Parking Consultants will provide a presentation of the findings of the Parking Study and answer any questions the Council may have. A copy of the study is included with this packet.

FISCAL & STAFF IMPACT: The fiscal impacts will vary depending on individual choices the Council and staff will need to make in order to effectively operate a parking program - including the addition of enforcement employees. A budget based on the study's recommendations and assumptions include:

	Y	ear One	Year Two		Year Three		Y	ear Four
Revenue (Conceptual based on assumptions)								
Paid Parking Program (1.5% annual growth)	\$	448,500	\$	455,200	\$	462,000	\$	468,900
Citation Revenue (1.5% growth per annum approx.)	\$	89,400	\$	90,700	\$	92,100	\$	93,500
Total Revenue	\$	537,900	\$	545,900	\$	554,100	\$	562,400
Expenses (Conceptual based on assumptions)								
14 MSM meters (annualized over 3-year term)	\$	65,800	\$	65,800	\$	65,800	\$	-
Annual Meter Management Service Fee - \$60/month/meter	\$	10,100	\$	10,100	\$	10,100	\$	10,100
Credit Card Fees - 60% of payments x 5%	\$	13,500	\$	13,700	\$	13,900	\$	14,100
Employee Wages & Benefits (2% annual growth)	\$	245,700	\$	250,600	\$	255,600	\$	260,700
Total Expenses	\$	335, 100	\$	340, 200	\$	345,400	\$	284,900
Revenue less Expenses (Conceptual based on assumptions)	\$	202,800	\$	205, 700	\$	208,700	\$	277,500

RECOMMENDATION: Staff recommend acceptance of the presentation and referral of the study to various advisory boards for additional consideration and recommendation.



13860 Ballantyne Corporate Place Suite 140 Charlotte, NC 28277

317.213.5019 walkerconsultants.com

March 10, 2022

Jon Hartman-Brown Economic Development Director Town of Carrboro 301 W. Main Street Carrboro, NC 27510

Re: Downtown Carrboro Parking Study Walker Project No. 19-001201.00

Dear Eric:

Walker Consultants is pleased to release to you our report for the Downtown Carrboro Parking Study.

We appreciate the opportunity to be of service to you on this project. If you have any questions or comments, please do not hesitate to call.

Sincerely,

WALKER CONSULTANTS

Jon R. Martens, AICP, CAPP Project Manager

Enclosure

Dad

David M. Garza Analyst



Parking Study Downtown Carrboro

Town of Carrboro, North Carolina

March 10, 2022 Final Report

Prepared for: Jon Hartman-Brown Economic Development Director Town of Carrboro





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Executive Summary

Walker Consultants ("Walker") was engaged by the Town of Carrboro ("Carrboro" and/or "Town") to perform a parking study ("Study") for the downtown in Carrboro, North Carolina in late 2019. The study was put on hold due to Covid. The Town listed the purpose of the Study specifically to assist with planning and possible implementation of a paid parking system.

"The purpose of this request is to obtain professional consulting services to assist the Town of Carrboro with planning and possible implementation of a paid parking system for Town operated parking spaces within downtown business district."

The focus of the work includes:

- 1. Stakeholder Engagement to gauge the perceived impacts on businesses and customers from implementing paid parking.
- 2. Data Review and Analysis collect and review parking supply and occupancy.
- 3. Parking Technology, Payment Systems and Scalability Review options for managing paid parking, including multiple payment methods and scalability of solutions that might benefit the private sector.
- 4. Parking Enforcement and Operations Review best practices for parking enforcement, operations, and maintenance procedures and provide examples from other cities.
- 5. Parking Costs and Revenue provide an opinion of costs and potential revenue from implementing paid parking.
- 6. Analysis of Equity Impacts consider the impact of the current free parking and move to paid parking as it relates to the cost of providing parking.

The delays caused by Covid resulted in on-site visits being delayed to the third quarter of 2021.

Key Study Findings

In our field surveys, Walker observed and documented the following conditions, which form the basis of our supply/demand analysis:

- Overall, there is ample existing space availability across the downtown with approximately **3,604 ± private** and public spaces serving existing downtown businesses.
- Approximately **81 percent of the total inventory is privately held off-street parking** for business users and employees with some facilities offering public accommodation after-hours. The remaining **19 percent of** the space inventory is provided as public parking, primarily in small off-street lots and the Hampton Inn Garage, with limited on-street parking.
- Occupancy space counts were performed, a Thursday and Saturday in late September with follow-up checks in mid-October. Occupancy counts were recorded between 9:00 a.m. and 9:00 pm to capture the typical weekday and weekend conditions. The **overall peak activity was recorded during the weekday around 11:00 am, with 41% of the spaces occupied**. Weekend activity also peaked during the 11:00 am observation, with 34% of the spaces occupied.



- The **peak occupancy time was similarly recorded around the 11:00 am hour during the 2017 study**, although the 2017 study recorded a slightly higher overall occupancy of 53% on a Thursday in April. This small variance may be partially due to seasonality changes, the impact of Covid, which is something that we have noted in other parts of the country, as well as not including areas devoted to vehicle maintenance and care, which are not reflective of actual parking demand.
- Parking turnover within the public parking spaces indicates that **50% of the users exceed the posted 2-hour limit**.
- Enforcement of the time limit is not being done on a regular basis and was not observed. In addition, the signage lacks the days of the week the time limits are enforced, adding to potential confusion.
- Finding public parking is difficult to locate unless users are familiar with where to find it.

Key Recommendations

Based on the field data collected, parking program details reviewed, and our extensive experience with parking policies across downtown districts nationwide, the following summary of recommendations are provided.

- Enforce parking on a routine and consistent basis with a minimum of one dedicated FTE parking enforcement officer enforcing across all hours of enforcement.
- Paid parking should be considered as a viable option to cover the costs of enforcement, management, and providing public parking assets. Our detailed analysis provides conceptual revenue and expenses to implement, with the goal of being a self-funding system.
- Create public parking brochures, maps, and other parking program details available to users on a dedicated parking webpage.
- Create a parking advisory committee made up of business owners and downtown stakeholders to advise the Town on parking issues to meet on a semi-frequent basis.
- Implement uniform parking wayfinding and directional signage to direct users to publicly available parking areas.
- Explore shared parking opportunities between public and private lot owners across evening and weekend hours.
- Set aside any parking revenues into a separate parking auxiliary enterprise to fund enforcement costs and basic maintenance of the parking system.

01 Introduction



Study Overview

The Town of Carrboro, North Carolina ("Town") issued an RFP for Planning Services in August 2019 and selected Walker Consultants ("Walker") for the assignment in late 2019. Covid effectively paused the effort in 2020 before re-engaging the process in 2021. Public parking remains a priority for the Town, especially given the planned developments and growing interest in the area.

Study Purpose

The Town listed the purpose of the parking study ("Study") specifically to assist with planning and possible implementation of a paid parking system.

"The purpose of this request is to obtain professional consulting services to assist the Town of Carrboro with planning and possible implementation of a paid parking system for Town operated parking spaces within downtown business district."

Study Objectives

The Town listed the following key areas of focus for the study effort:

- 1. Stakeholder Engagement to gauge the perceived impacts on businesses and customers from implementing paid parking.
- 2. Data Review and Analysis collect and review parking supply and occupancy.
- 3. Parking Technology, Payment Systems and Scalability Review options for managing paid parking, including multiple payment methods and scalability of solutions that might benefit the private sector.
- 4. Parking Enforcement and Operations Review best practices for parking enforcement, operations, and maintenance procedures and provide examples from other cities.
- 5. Parking Costs and Revenue provide an opinion of costs and potential revenue from implementing paid parking.
- 6. Analysis of Equity Impacts consider the impact of the current free parking and move to paid parking as it relates to the cost of providing parking.

Study Process

To meet the needs of the Town and address downtown parking issues, Walker reviewed the previous parking study, conducted observations to understand parking activities, supply, and demand, and provided recommendations on parking technology and operations to manage the public parking. Outreach with staff, the local business community and council members was done to gain an understanding and gauge how parking is viewed in Carrboro. The previous study focused on public input, which was also considered as part of the overall study effort.



The following Figure depicts the general process of the parking study, with some delay in the overall effort due to the impacts of the Pandemic.

Figure 1: Parking Study Flow



Source: Walker Consultants, 2021

Study Area

The study area is focused on downtown Carrboro using the same general focus area from the 2017 parking study. For analysis purposes, the area is further divided into 29 sub-areas to allow for analysis of the data in smaller localized areas. Parking areas that provide vehicle storage or service as part of their normal business activity are not included in our survey. This includes vehicle repair, car wash, gas stations, and similar businesses.





The following figure depicts our study area for the downtown with each of the 29 sub-areas identified. Public parking is provided by the Town within several small surface lots as well as a portion of the parking structure that serves the Hampton Inn and Suites. The public surface parking lots are depicted in black with hashed lines while the public parking garage area is depicted in white with hashed lines. On-street parking is identified with a solid line along the street where it is available. Private parking areas surveyed are depicted within dotted areas.

Figure 2: Study Area



Source: Walker Consultants, 2021

02 Supply/Demand Study



Supply/Demand Study

The following section of our Study provides an overview of existing parking conditions in downtown Carrboro, including:

- Parking inventory
- Parking occupancies
- Parking space turnover and duration survey

The findings of the supply and demand component of the project are the foundation of an effective parking plan. Before we can identify opportunities to develop or improve parking or recommend changes to existing parking policies, we must first have a solid understanding of existing conditions within the Study Area. This analysis provides a framework for recommendations that result from the study process.

Field Survey

The project team conducted field observations to confirm inventory, record occupancy counts, and conduct a turnover observation from Thursday September 23rd through Saturday September 25th as well as an additional confirming observation on Thursday, October 14th. The goal of this exercise was to observe typical parking conditions in the downtown Study Area. The objective of our field work was to answer the following questions:

- What is the parking supply?
- What is the parking demand?
- Is there a surplus or deficit?
- Is additional parking required? If so, how much?
- Who needs additional parking?
- How do these observations compare with the original study completed in 2017?

How Many Parking Spaces are in the CBD?

The Walker identified approximately 3,604 ± spaces across the Study Area supporting commercial use.

Excluded from this space inventory are vehicles parked for the primary use of the business, such as a gas station, car wash, car repair or other similar business. Also excluded were privately-owned parking located in driveways and attached and detached-garages associated with townhouses and single-family homes as well as access-controlled/ gated properties.

The following figure provides a detail of the parking inventoried and considered in our analysis.



Figure 3: Parking Space Inventory

Block	On-Street	Public	Private	Total
1	23	-	188	211
2	13	83	6	102
3	-	-	47	47
4	-	-	47	47
5	-	-	87	87
6	-	17	93	110
7	-	32	120	152
8	-	39	113	152
9	9	-	19	28
10	-	-	88	88
11	-	-	78	78
12	-	-	220	220
13	-	-	315	315
14	-	-	217	217
15	-	20	-	20
16	-	-	38	38
17	-	11	63	74
18	-	-	158	158
19	-	-	27	27
20	-	35	114	149
21	-	36	-	36
22	10	89	22	121
23	-	-	250	250
24	10	-	98	108
25	-	337	317	654
26	-	-	12	12
27	7	-	34	41
28	-	-	82	82
29	-		42	42
Totals:	72	699	2,895	3,666

Parking Type	Spaces	Percent
On-Street	72	2%
Public Off-Street	699	19%
Private Off-Street	2,895	79%
Total Parking Supply	3,666	100%

Parking Distribution by Type



The table reflects the following changes to the supply from the initial data collection in September 2021 to include changes at the time of this report in March 2022:

- Added 62 public spaces behind the Arts Center in Block 25
- Changed 20 spaces in Block 15 from private to public (new lease)
- Note 52 spaces in Block 5 are available as public parking during non-business hours (Finch Lumber)

Source: Walker Consultants, 2021-2022

Approximately 79 percent of the parking inventory is privately held off-street parking, providing on-site access for business customers and employees. Public parking is allowed within 19 percent of the survey area, while the remining 2 percent is provided as on-street parking. A few of the off-street private parking areas allow public use during non-business hours and some on-street parking is only available during certain periods. It is worth noting that there are 52 spaces at Fitch Lumber in block that allow public parking during non-business hours.



Parking Occupancy

Walker conducted parking space occupancy counts on a Thursday and Saturday in late September with follow-up checks in mid-October. Occupancy counts were recorded between 9:00 a.m. and 9:00 pm to capture the typical weekday and weekend conditions. The overall peak activity was recorded during the weekday around 11:00 am, with 41% of the spaces occupied. Weekend activity also peaked during the 11:00 am observation, with 34% of the spaces occupied. The peak occupancy time was similarly recorded around the 11:00 am hour during the 2017 study, although the 2017 study recorded a slightly higher overall occupancy of 53% on a Thursday in April. This small variance may be partially due to seasonality changes, the impact of Covid, which is something that we have noted in other parts of the country, as well as not including areas devoted to vehicle maintenance and care, which are not reflective of actual parking demand.

The following figure depicts the results of all occupancy periods recorded compared with the available parking supply at the time of the observations. The variation in the supply accounts for a small number of on-street spaces that are only available during certain days/hours around the Town Hall as well as a small number of private spaces that are closed off to parking in the evenings.



Figure 4: Total Parking Space Occupancy

Source: Walker Consultants, 2021

When considering parking occupancy, it is important to understand how the occupancy varies by type. This helps shape the understanding of how parking is used, parking availability may vary by type.



Parking Occupancy Visualized

The following series of "heat maps" visualize parking occupancy for the peak periods over a Weekday and Saturday. The colors associated with the occupancy percentages are meant to provide a general guide to current parking occupancy levels. Areas with limited parking are shown in red, with occupancy at 85 percent or higher; orange blocks are approaching this level, with occupancy at 70-84 percent; occupancy within yellow blocks had 50-69 percent occupancy; and green blocks had the lowest occupancy at lower than 50 percent.

Figure 5: Thursday – Observed Peak Parking Occupancy (11:00 am) – Heat Map



Source: Walker Consultants, 2021





Figure 6: Saturday – Observed Peak Parking Occupancy (11:00 am) - Heat Map

The overall parking occupancy of the system is helpful; however, it is important to consider smaller areas where parking may be difficult to find at different times of the day as well as the occupancy of the public parking areas.

Public Parking

Walker segmented our analysis of the parking supply/ demand to understand parking usage by parking type. The following figures depict our comparison of the total public parking supply to the total observed parking demand for a Thursday and Saturday during the Fall when the observations were made.

The overall peak public demand during a weekday remained at 11:00 am, while the peak Saturday changed to the 9:00 pm evening observation. During the Saturday observation the public parking within the garage was a driving factor of the public demand. The following page provides a heat map depicting the observed peak public parking demand periods for both a Weekday and Saturday.

Source: Walker Consultants, 2021





Figure 7: Public Parking Weekday Peak Observed Hour (11:00 am)

Source: Walker Consultants, 2021

None of the public parking areas experienced significant demand during our observations during the weekday overall peak hour, recorded at 11:00 a.m. on a Thursday.



Figure 8: Public Parking Saturday Peak Observed Hour (11:00 am)

Source: Walker Consultants, 2021



The overall downtown peak hour matched the peak public parking time during the Thursday observation (11:00 am), but occurred later in the day on the Saturday (9:00 pm vs. overall peak at 11:00 am). The following figure details the observed public parking for both a Weekday and Saturday.



Figure 9: Public Parking Utilization

The Saturday peak hour for public parking was in the evening, primarily due to parking in the Hampton Inn and Suites public parking areas.

A detailed summary by public parking location is provided in the following figures for both off-street and on-street parking, reflective of the available supply at the time of the observations.

				-							
					Wee	kday			Satu	irday	
			Total								
Block	Name	Туре	Spaces	9:00 AM	11:00 AM	4:00 PM	9:00 PM	9:00 AM	11:00 AM	4:00 PM	9:00 PM
2	Carrboro Park Lot 1	Surface Lot	32	34%	25%	19%	13%	103%	103%	22%	6%
2	Town Hall Side Lot	Surface Lot	31	65%	61%	52%	23%	87%	94%	42%	16%
2	Town Hall Front Lot	Surface Lot	15	47%	67%	20%	0%	100%	93%	33%	7%
2	Carrboro Park Lot 2	Surface Lot	5	0%	20%	20%	0%	100%	40%	40%	0%
17	Merritt Lot 2	Surface Lot	11	73%	73%	55%	36%	55%	45%	55%	100%
21	Roberson Lot 3	Surface Lot	36	69%	81%	42%	36%	78%	69%	42%	103%
20	Roberson Lot 4	Surface Lot	35	80%	77%	91%	80%	31%	40%	34%	97%
22	Roberson/Greensboro Lot 5	Surface Lot	89	24%	37%	48%	42%	31%	55%	55%	93%
8	Weaver/Greensboro Lot 6	Surface Lot	39	77%	74%	44%	10%	59%	64%	41%	41%
7	Weaver Lot 7	Surface Lot	32	59%	72%	56%	16%	31%	47%	13%	22%
6	Laurel Muni Lot 8	Surface Lot	17	24%	29%	41%	0%	100%	88%	24%	18%
25	Parking Garage Public Areas	Garage	275	29%	38%	35%	21%	32%	30%	35%	74%

Figure 10: Public Off-Street Parking Utilization - Fall Thursday and Saturday

Source: Walker Consultants, 2021

Source: Walker Consultants, 2021



				Wee	kday			Satu	rday	
	_	Total								
Name	Туре	Spaces	9:00 AM	11:00 AM	4:00 PM	9:00 PM	9:00 AM	11:00 AM	4:00 PM	9:00 PM
Fedelity Street	On-Street	23	0%	0%	0%	0%	100%	39%	0%	0%
Bim Street	On-Street	3	67%	67%	67%	67%	100%	100%	67%	67%
Laurel Avenue	On-Street	10	0%	0%	0%	0%	110%	110%	0%	0%
Weaver Street	On-Street	9	44%	67%	56%	33%	44%	78%	67%	44%
Roberson Street	On-Street	5	0%	40%	100%	60%	100%	80%	100%	120%
Maple Avenue	On-Street	5	0%	0%	0%	0%	80%	80%	60%	0%
Sweet Bay Place	On-Street	10	0%	0%	0%	0%	20%	40%	40%	20%
Main Street	On-Street	7	114%	100%	100%	43%	100%	71%	114%	100%

Figure 11: On-Street Public Parking Utilization – Fall Thursday and Saturday

Source: Walker Consultants, 2021

Some on-street parking areas are only available during specific times for use during events at the Town Hall. This includes the parking along Fidelity Street and Laurel Avenue.

Private Off-Street

Private off-street parking accounts for just over 80 percent of the total parking space inventory across the Study Area at the time of the observations. Walker surveyed private spaces to understand current utilization patterns for private parking spaces. Private parking utilization varies by location and is generally signed by the owner or business restricting it's use. The amount of restrictive signage, some with time limits and warnings, is somewhat informative of how important parking is for the local businesses. The following summarizes the private off-street supply to the observed demand for a Weekday and Saturday.



Figure 12: Private Off-Street Parking Utilization

Source: Walker Consultants, 2021



Considering the entire area, private parking utilization was observed to peak with 40% during the Weekday and 30% during a Saturday. These occupancies are lower than the observed Public Parking occupancies. It is important to consider each area within the study area to determine if there are localized hot spots of demand. The following figure provides this comparison based on the smaller blocks within the study area by observation period.

			Weel	kday			Satu	ırday	
	Private								
Block	Supply	9:00 AM	11:00 AM	4:00 PM	9:00 PM	9:00 AM	11:00 AM	4:00 PM	9:00 PM
1	188	23%	34%	35%	14%	38%	43%	29%	19%
2	6	67%	50%	67%	67%	83%	83%	67%	67%
3	47	15%	19%	6%	0%	32%	17%	4%	0%
4	47	49%	49%	38%	2%	11%	11%	4%	9%
5	87	37%	45%	20%	6%	14%	21%	10%	5%
6	93	30%	41%	22%	1%	30%	48%	18%	2%
7	120	44%	54%	43%	23%	23%	29%	38%	20%
8	113	37%	57%	19%	7%	16%	21%	18%	16%
9	19	37%	32%	63%	21%	16%	26%	32%	21%
10	88	24%	82%	77%	17%	44%	65%	55%	69%
11	78	22%	27%	15%	14%	1%	8%	12%	19%
12	220	38%	38%	17%	1%	10%	8%	1%	1%
13	315	33%	49%	48%	16%	33%	53%	56%	46%
14	217	48%	55%	40%	47%	40%	41%	45%	39%
15	20	25%	25%	0%	0%	0%	0%	0%	0%
16	38	34%	45%	66%	11%	26%	21%	47%	53%
17	63	41%	38%	35%	33%	22%	22%	33%	51%
18	158	34%	62%	47%	30%	26%	34%	41%	35%
19	27	19%	33%	41%	19%	4%	4%	11%	30%
20	114	32%	39%	32%	10%	14%	22%	25%	19%
21	0	0%	0%	0%	0%	0%	0%	0%	0%
22	22	45%	50%	45%	36%	27%	32%	36%	32%
23	250	18%	20%	8%	2%	9%	9%	10%	10%
24	98	0%	0%	0%	0%	0%	0%	0%	0%
25	317	16%	15%	29%	25%	45%	42%	38%	54%
26	12	75%	92%	83%	67%	58%	67%	58%	58%
27	34	21%	26%	24%	3%	35%	38%	35%	26%
28	82	63%	68%	48%	52%	49%	50%	48%	60%
29	42	31%	31%	5%	7%	5%	5%	5%	5%
Totals:	2,915	31%	40%	32%	17%	26%	30%	29%	28%

Figure 13: Private Parking Utilization by Block

Source: Walker Consultants, 2021

Only Block 26 experienced Private parking occupancy above the level it is considered difficult to find parking. The area surveyed within that block consisted of a small gravel lot with 12 spaces, with a peak recorded occupancy of 92-percent. All other block experienced occupancy below the level at which it is considered hard to find parking. Private parking during the Saturday observation was considerably lower than the Weekday.



Walking Distance to Parking Factor

While Carrboro is a walkable and bikeable community, the straight-line distance of the study area from east to west is about 3,600 feet and the north south distance is roughly 2,300 feet. Industry research indicates that the parking supply must be within a reasonable walking distance to be considered useful. Walker has research reasonable walking distances and developed a Level of Service ("LOS") rating system for evaluating appropriate walking distances based on specific criteria. LOS "A" is considered the best or ideal, LOS "B" is good, LOS "C" is average and LOS "D" is below average but minimally acceptable. A breakdown of the LOS conditions for each type of walking environment is provided in the following figure, along with a typical guide to the appropriate User Experience by LOS. Given the conditions in Carrboro, the uncovered outdoor environment is appropriate to represent the conditions patrons would experience and is highlighted.

Level of Service Conditions	Α	В	С	D
Climate Controlled	1,000 ft	2 <i>,</i> 400 ft	3,800 ft	5,200 ft
Outdoor/Covered	500	1,000	1,500	2,000
Outdoor/Uncovered	400	800	1,200	1 <i>,</i> 600
Through a Surface Lot	350	700	1,050	1,400
Inside a Parking Facility	300	600	900	1,200
User Experience				
Visitor/Customer	Х	Х		
Special Event	Х	Х	Х	Х
Employee		Х	Х	Х

Figure 14: Walking Distance Level of Service Conditions

Source: "How Far Should Parkers Have to Walk?", by Mary S. Smith and Thomas A. Butcher, Parking, May 2008

Ideally, visitors and customers to the area will experience LOS A or B walking distance, with a maximum distance of 800 feet. This distance can increase significantly during events or for employees, which may be influenced by availability and cost factors. The LOS for these users can decrease to a LOS D, or 1,600 feet. This information is helpful when considering the study area. While taken as a whole parking is more than adequate, variations in adequacy start to form when considering areas that fall within a reasonable walking distance. Considering a reasonable walking distance of 800 feet (LOS A and B) within the study area we provide the following map showing how parking adequacy within four zones based on a general 800-foot radius. This is helpful in considering the overall needs withing each area by type of parking.



Figure 15: Zones / Overall Occupancy Based on Walking Distance

Source: Walker Consultants, 2021

Considering parking within each of the four zones, there are some peak hour time variations for Weekday and Saturday. All have a surplus of parking based on the observed demand during the overall peak hour observation. The limited on-street supply and public off-street supply are the only areas that result in occupancy levels at or above 85% - the level at which parking will be difficult to locate or considered as inadequate. When each Zone is considered in its entirety, only Zone 2 during a Weekday at 11:00 am and Zone 4 during a Saturday night, reach occupancies that exceed 50% but are less than 70%.

Ideally, additional parking would be considered for areas with occupancies that reach or exceed 85 percent. It is at this level that users start to experience parking as problematic. While there are times within each of the zones that experience this condition with on-street parking, it is important to note that there are relatively few on-street spaces in the study area. Overall, Zone 3 experiences the highest use of public parking, which reached 85 percent on a Saturday. Since this data was collected, an additional 62 public spaces were added to the supply behind the Arts Center.

Public Parking by Zone

Considering only Public Parking (both on-street and off-street combined) within each of the Walkable Zones, demand issues begin to show during certain high demand periods. This is especially true during the Saturday observations. During our observations the weather was nice, the Farmers Market was active, UNC at Chapel Hill had an afternoon football game, and the restaurants and bars had high activity.



When considering Public Parking by Zone, All Zones (except Zone 2 which does not have public parking) experienced the highest occupancy during Saturday Occupancy counts.

- Zone 1 occupancy reached 84 percent during the 11:00 am observation when the Farmers Market was driving demand;
- Zone 3 occupancy reached 83 percent during the 9:00 pm count due largely to activity at restaurants and bars, and;
- Zone 4 reached 76 percent during the 9:00 pm count due to surrounding activity (the Hampton Inn Garage .

The public occupancy is depicted in the following figure to provide a visualization of this finding.

Figure 16: Public Parking Peak Occupancy (Saturday)



Source: Walker Consultants, 2021

Parking demand observed on Saturday had the biggest impact on the public parking assets. Zone 1 public assets were just below the level at which users typically see parking as problematic during the Farmers Market. It is likely that there are times demand exceeds this level given Covid and seasonal variations. Zone 3 and 4 peaked in the evening on Saturday, with demand driven by restaurant and bar activity in the surrounding area. Zone 3 was just below the level that parking would be considered problematic at 83 percent. Again, it is likely that there are times when demand exceeds this level. While not considered problematic, Zone 2 as inventoried, did not include dedicated public parking assets at the time of the occupancy counts. There are some areas that provided limited public parking during off hours through shared parking agreements (Fitch Lumber Company).



Turnover and Duration Analysis

Walker performed parking occupancy observations within the signed and time-limited sections of the public parking areas. The posted restriction indicates two-hour parking, although no specific time periods or days are noted. The parking areas are not uniquely named, rather, named as "Carrboro Municipal Lot" in both English and Spanish. For convenience and reference purposes of our study, we assigned a number to each lot as well as referencing a main street or crossroads.

The turnover and duration study were completed by identifying each vehicle and space in the lot each hour of the observation day. Vehicles were identified by the last four digits of the plate or make/model/color when the plate was not visible. The data was used to determine the length of stay of the recorded vehicles and was collected during the typical business hours on Thursday, September 16, 2021. Overall, 525 spaces were included in our sample with 544 recorded observations made over an eight-hour period. Of these, 50% parked for two hours or less while 50% or 272 vehicles were parked more than the maximum 2-hour posted time limit. Of the vehicles recorded, 14% or 74 vehicles remained parked during the entire observation period.

The following figures provide details of our findings related to Parking Duration and Length of Parking in the public lots.

Figure 17: Overall Parking Duration

LPI Ler	ngth of Stay Results					Length	of Stay				
Block	Name	Sample	1 hr	2 hr	3 hr	4 hr	5 hr	6 hr	7 hr	8 hr	Average
25	PG B & LV1	100	34	14	11	15	11	7	6	21	4.0
25	PG LV2	77	14	9	2	4	0	1	2	5	3.1
25	PG LV3	91	4	1	5	1	1	1	2	4	4.3
17	MERRITT LOT 2	11	8	3	4	1	0	1	0	3	3.0
21	ROBERSON LOT 3	31	31	10	5	1	6	2	4	3	2.7
20	ROBERSON LOT 4	34	32	12	11	6	4	3	0	3	2.5
22	ROBERSON GREENSBORO LOT 5	78	39	22	16	4	1	2	2	10	2.7
8	WEAVER LOT 6	39	12	10	12	4	6	3	4	7	3.8
7	WEAVER LOT 7	32	3	3	8	4	5	2	0	16	5.3
2	CITY HALL LOT	15	5	1	0	2	1	0	4	2	4.6
6	LAUREL MUNI LOT 8	17	4	1	0	0	0	0	1	0	2.2
	Totals:										
	Totals:	525	186	86	74	42	35	22	25	74	3.6
	Total Hours:		186	172	222	168	175	132	175	592	5.0
	Percent of Vehicles		34%	16%	14%	8%	6%	4%	5%	14%	

Dashed line represents the posted time lime of 2-hours.

Source: Walker Consultants, 2021



Figure 18: Time Limit Finding Summary

Block	Name	Total	Under 2	Over 2	Percent
Brook	hume	Observed	Hours	Hours	Violators
25	PG B & LV1	119	48	71	60%
25	PG LV2	37	23	14	38%
25	PG LV3	19	5	14	74%
17	MERRITT MUNNI LOT 2	20	11	9	45%
21	ROBERSON MUNI LOT 3	62	41	21	34%
20	ROBERSON 4	71	44	27	38%
22	ROBERSON GREENSBORO MUNI LOT 5	96	61	35	36%
8	WEAVER MUNI LOT 6	58	22	36	62%
7	WEAVER LIND LOT 7	41	6	35	85%
2	CITY HALL LOT	15	6	9	60%
6	LAUREL MUNI LOT 8	6	5	1	17%
	Totals:	544	272	272	50%

Source: Walker Consultants, 2021

The data indicates the two-hour time limit is not being followed across the board in downtown Carrboro. Based on our discussions with the Town and observations, enforcement is currently not being done. All day parking most likely from downtown employees, potential parkers from the neighboring Chapel Hill (which charges for parking) or residents.

Time Limit Signage

Time Limit signage provided for off-street parking lots does not generally follow typical industry standards. The message provided indicates a two-hour limit from 7:00 am to 5:30 pm, but generally does not include the days that it applies. Only one off-street lot was noted with a sign stating the days of the week that the time limits applied (Monday – Friday). Typical signage includes the days, such as Monday – Friday. Neighboring Chapel Hill signage states that parking time limits apply Monday – Saturday.



Photos of time limit signage in Carrboro, Walker Consultants, 2021



Key Supply/ Demand Findings:

- A total of 3,604 spaces were inventoried in the study area. Of these, 17% are in Town off-street locations and 2% are located on-street. Most (81 percent) is provided in Private off-street locations.
- Overall, there is ample space availability with more than 2,136 ± private and public spaces vacant during peak daytime hours based on observed conditions.
- System wide, observed peak occupancies totaled 41 percent during a Weekday and 34 percent during a Saturday, indicating a large surplus of parking throughout the downtown.
- There is likely some demand generated from Chapel Hill, which requires payment for public parking
- Publicly available spaces had a peak occupancy of 65 percent during a Saturday night and 48 percent during a Weekday around 11:00 am. Again, indications of ample public space availability across the Study Area.
- On-street parking is very limited and experienced high occupancy where and when it is available. Parking on Main Street and near the Town Park during the Saturday Farmers Market experienced high occupancy (at 100 percent during some observations).
- When considering the parking within Walkable Zones, two Zones (2 and 4) with the overall highest occupancy were still less than 70 percent occupied.
- When considering Public Parking by Zone, All Zones (except Zone 2 which does not have public parking) experienced the highest occupancy during Saturday Occupancy counts.
 - Zone 1 occupancy reached 84 percent during the 11:00 am observation (Farmers Market);
 - Zone 3 occupancy reached 83 percent during the 9:00 pm count, and;
 - o Zone 4 reached 76 percent during the 9:00 pm count.
- In our turnover and duration analysis, approximately 50 percent of vehicles surveyed exceeded the two-hour posted time limit. Of those surveyed, 14 percent were parked for the entire day.
- Signage and wayfinding should be improved to educate and guide users to these spaces and parking restrictions should be enforced.

03 Future Parking Analysis



Future Parking Conditions

Walker evaluated the impacts that anticipated future developments will place on the existing parking system and modeled parking supply and demand resulting from land use development scenarios provided by the Town. The purpose of this analysis is to provide Town officials with a planning tool to assess future parking options and ensure that the community is sufficiently balancing existing and future user needs.

Walker requested a list of known future developments within a ten-year planning horizon across the Study Area. Parking demand is modeled by applying a base parking demand ratio to each of the land use quantities provided, specifically developed for the land use. In addition to understanding new demand generation, a review of potential impacts to the parking supply is included. This includes both displaced and added parking supply. Based on the outcome of the analysis, the future parking conditions are projected.

Future Development Projects

The biggest impact to future parking is by far the 203 Project. This is a new development located on the site of the existing Roberson/Greensboro Lot (as identified in Walker's analysis) with 89 public spaces in the primary parking areas. This project includes services from both the Town of Carrboro and Orange County, including:

- 24,750 sf Combined Office
- 8,210 sf Library
- 7,879 sf Community Center
- 3,378 sf Community Classroom
- 6,358 sf Storage
- 171 space multi-level parking structure

The following figure is taken from the Design Update presentation dated 11/10/2020.

Figure 19: The 203 Project Conceptual Plan





Source: Perkins & Will, The 203 Design Update Presentation, 11/10/2020



The Community Center includes flexible event and a performance space, which can be used for small event gatherings with different room configurations as well as performances. A previous presentation provided several layouts for use of the flexible space as a multi-purpose room or large room space, in addition to the performance space, with seating ranging for up to 126. These spaces will likely be used for many events to benefit the community in the coming years. For planning purposes, we include event demand as a separate calculation, assuming larger events would occur during non-peak demand periods, such as evenings and weekend. Demand ratios are based on research from the Urban Land Institute (ULI) latest Parking Generation Manual (5th Edition), as well as adjustment factors applied to account for drive ratio adjustments to account for how staff and visitors will arrive to the development.

Figure 20: Parking Demand Impact

			Base	Drive Ratio	
Land Use	Size	Demand Ratio	Demand	Adjustment	Demand
Office	24,750 GSF	3.80 /k GSF	94	0.90	85
Library	8,210 GSF	2.3 /k GSF	18	0.90	16
Community Center	7,879 GSF	5.00 /k GSF	39	0.90	35
Community College	3,378 GSF	6.67 /k GSF	23	0.90	21
Storage	6,358 GSF	0.20 /k GSF	1	0.90	1
Total	50,575 GSF		175		158
Event Condition ¹	124 seats	1 /2.5 seats	50	0.90	45

Source: Walker Consultants, 2021

Current plans indicate 171 parking spaces will be provided as part of the 203 Project. This is more than adequate to meet the projected demand of 158 when all land uses are in use. It is also adequate during an afterhours event scenario.

Parking Impact

The 203 Project as planned will displace the existing 89 existing public spaces and replace them with 171 spaces within a new multi-level parking structure. When the displaced spaces are factored into the development, a net increase of 82 spaces will be added to the area, as shown in the following figure.

Figure 21: 203 Project - Net Change to Parking

Added Parking 171
Displaced Parking 90
Displaced Parking 89
Net Parking Increase 82

Source: Walker Consultants, 2021

While the planned parking is more than adequate to meet the needs of the 203 Project, the existing demand from the site will require parking. Walker conducted observations of the existing lot on three different days. This includes a detailed Weekday hourly observation to quantify the turnover as well as the general observations on a Thursday and Saturday.



The hourly observation on a Thursday in September indicated a peak occupancy of 43 spaces during the 4:00 pm observation. That the during the last count of the day for the turnover study. The occupancy counts completed at set times during a Thursday and Saturday indicate higher demand on a Saturday, with overall peak activity on Saturday evening. This existing demand will remain in the area and require parking in addition to the new demand. The following figure details the various data points for both a Thursday and Saturday.





The observations indicated Weekday demand during the day at around 30 - 45 spaces, with a Weekend Evening reaching near capacity. (over 80)

To understand the time-of-day demand for the proposed mix of uses within the 203 Project, a shared parking analysis was completed using the methodologies outlined in the Third Edition of the Urban Land institute (ULI) / National Parking Association's (NPA) *Shared Parking* publication. This includes time of day adjustments based on research for each land use as well as adjustments for drive ratio, captive ratio, and seasonality adjustments.

The data indicates a majority of demand (non-event) to occur during a Weekday, between 9:00 am and 5:00 pm, with demand peaking around 10:00 am and slowly decreasing throughout the day. It is during this period that the projected 158 spaces are needed, leaving about 13 spaces to meet the existing demand.

Weekend demand (non-event) is projected to be lower, with demand peaking around 10:00 am and dropping throughout the day until about 7:00 pm. The overall peak demand is under 100 spaces during non-events, the office space assumed to have little to no demand over a weekend period. Again, this assumes no events in the performance spaces, which would generate additional demand, but most likely during evenings and weekends.

The findings of this analysis are provided in the following figures for both a Weekday and Weekend.

Source: Walker Consultants, 2021







Figure 23: Shared Parking Demand for Weekday and Weekend

Weekday parking on the 203 Site will be challenged as existing demand remains in the area. A deficit of 25-30 spaces is projected during a Weekday. If there are events during this time, parking will have a higher deficit.



Weekend parking on the 203 Site is projected to offer a surplus of parking, which can be used to off-set demand when there are events in the area, as well as a source for Weekend evenings, which was observed to have the highest demand.

Source: Walker Consultants, 2021

Given the observed demand – Weekday's are projected to experience a deficit of about 25 – 30 spaces when the existing demand is added to the area. Weekend periods are projected to have a small surplus when the existing observed demand is added back, assuming the office space is not typically used and there is not an event.

04 Enforcement Operations and Maintenance



Parking Policies

The Town of Carrboro ("Town") provides complimentary free parking throughout downtown at several off-street surface lots and the Hampton Inn and Suites parking structure. Free parking on the surface lots is limited to two-hours from 7:00 am to 5:30 pm with unlimited parking after 5:30 pm. Generally, signage does not indicate which days the time limits apply or enforced. Free parking is available in the East/Main (hotel) parking structure for up to 3-hours in designated spaces, from 7:00 am to 7:00 pm with no parking between 3:00 am to 5:00 am. Signage indicates violators will be towed.

Parking enforcement is reported as falling under the Police Department for time limits and general parking ordinances. It is worth noting that complimentary parking with enforced time limits was a recommendation in the finalized parking plan dated May 2017. Enforcement of the time limit is rare according to a presentation and discussion of downtown parking strategies at a public meeting with the Town Council in June 2019. Towing in the East/Main parking structure for overnight parking violators is also reported as a rare occurrence. Citations may be appealed through the Carrboro website using an electronic appeal form.

Parking restrictions are detailed in the Town code, Article IV, Section 6 as follows:

ADA Parking – (Section 6-18, a, 13):

In any parking space clearly marked as reserved for the handicapped, whether on public or private property unless the driver of or a passenger in such vehicle is handicapped.

*Note – The code does not include any requirement for the driver to display a valid ADA placard or license plate on the vehicle to identify the vehicle.

Two Hour Parking – (Section 6-19, 4):

Parking for Not More Than Two Hours, between 7:00 a.m. and 5:30 p.m.: (Amend. 5/4/2004)

*Note – The code does not include any specific days of the week that the restrictions are in place, thus the intention is assumed to be seven days a week with no exceptions, although one sign was noted stating it applied Monday - Friday.

Fines for violated the restrictions are outlined in Section 6-41, Penalties and Remedies. Per the code, a civil penalty can be assessed for the following offences and amounts, which includes a fine escalation:

Figure 24: Parking Fines

Parking Over the Time Limit

Offence	Fine
First	\$ 35.00
Second	\$ 50.00
Subsequent*	\$ 100.00

*within a 365 day period

Source: Town of Carrboro



The established parking fines are set-up to discourage habitual abuse by increasing the fine after the first violation within a 365-day period. This requires software to track citations to charge the appropriate fee. The escalation clause is aggressive given should the time limits be enforced. While this is generally a good practice, it should not be too aggressive as the intent should be to discourage frequent violators and not an occasional error.

The violation for ADA parking is low at \$50.00. Many municipalities charge \$200 - \$250 for an ADA parking violation, as these spaces are limited and not intended for the general public.

Time-Limit Enforcement

In keeping with the current complementary two-hour parking, with no option for parking beyond hour two (except for the East/Main Parking Structure), enforcement of the regulation is a key activity for the Town's parking strategy. Two-hour time-limited parking is designed to provide convenient parking spaces for short-term parking, most likely for visitors shopping, dining, or attending a meeting. It is not intended for employees parking for the day. Enforcement of the time limit requires monitoring each individual vehicle to determine when they exceed the time-limit.

Tracking each vehicle's length of stay had traditionally been done by physical chalking a tire to determine whether a vehicle is parked beyond the posted time limit. Technology to track via the license plate and GPS coordinates is now the preferred method. The change is also encouraged based on a 2019 unanimous decision by a three-judge panel of the U.S. Court of Appeals for the 6th Circuit ruling that chalking tires for purposes of parking enforcement – without warrant - violated the Fourth Amendment's bar against unreasonable searches. Although the 6th Circuit U.S. Court of appeals does not cover the State of North Carolina, this court decision should be carefully monitored as it could impact physically chalking vehicles to determine the length of time a vehicle is parked. In addition to this potential legal argument, chalking alone is not sufficient to enforce parking on the same block throughout the day, as the chalk mark rubs off after the vehicle moves.

The process of electronic tire-chalking to monitor parked time can be implemented with either manual entry hand-held devices, or with License Plate Recognition Technology. These methods record the plate number and location of the parked vehicle.

Handheld Electronic Citation Issuance

Electronic handheld ticketing solutions offer a software package to issue and track citations that enforcement officers generate in the field. The typical components include a cloud-based software solution, software application on either a smart-phone or standalone handheld unit, and a Bluetooth [®] connected printer to print citations. Features include options to accept payments for citations, license plate look up through the DMV by the officer, providing an on-line appeals process, tracking permits, tracking wheel stem location, and utilizing camera based license plate recognition to populate the database.

When an enforcement officer enters the vehicle information the system checks for a previous parking record. If the vehicle is past the programed time limit, a notification of the violation is sent to the handheld unit. At this point the officer can verify the information, print, and issue the citation. Both the phone app or handheld unit can capture photos, verbal comments, GPS coordinates, wheel stem tracking, and connect this data to the citation. The app is communicating in real-time to the server so repeat violators or "hot list" vehicles will be



immediately identified for further action. This is manual real-time electronic "Tire Chalking" for time zone enforcement.

The enforcement software package will track the life of the violation from issuance to payment or adjudication. It is held on the manufacturer's server and accessed through a web portal. The Town can configure location names, fee structures, rate escalation rules, late fees, and access statistical reports. The enforcement software package also hosts a customer web portal which is a self-service ecommerce module that allows customers to make online payments and appeals. Monthly customers can access their account, apply for a permit, post payments, join wait lists, and view historical payments.

Mobile License Plate Recognition (MLPR)

The use of Mobile License Plate Recognition (MLPR) for enforcement can be implemented to enforce not only the time-limited parking, but also check for permit holders, stolen vehicles, or vehicles of interest. License Plate Recognition Cameras are mounted on a vehicle and as the vehicle drives around the on-street or off-street parking area, it scans the license plates. The license plate image is converted to a text file and is entered into a time-based database which is updated in real-time. If a license plate is scanned in the same space, or block zone after the time-limited session has expired, the enforcement officer is alerted by the MLPR software, and a citation can be issued. These systems can be mounted on an automobile for on-street enforcement, or an electric cart (golf cart) for ease of maneuverability in off-street parking lots and garages.

Tracking license plates may add some concerns for how the data is used, stored, or shared. A written policy outlining the use of the data, sharing, and retention should be set in place prior to deploying. The systems allow a set retention period to be set to automatically erase any old data as well as to limit how the data is shared.



Figure 25: Mobile License Plate Recognition Cameras and Software



Source: Walker Consultants



Given the size and complexity of the current system, a handheld system utilizing mobile phones is sufficient for beginning regular time limit enforcement. The cost for this type of system ranges from an initial investment of \$5,000 to \$45,000 when providing the mobile phone, with on-going annual fees of \$3,000 to \$8,000 for software updates and reporting. In addition to the annual software costs, a cellular data plan is required. Vendors that provide this type of equipment include but are not limited to:

- AIMS
- BallPark
- Cardinal Tracking
- Civic Smart
- Gtechna

- IPS Group
- Passport
- Tannery Creek
- T2 Systems
- Parking Ambassador Approach

The "Ambassador Approach" model for the enforcement of the parking regulations puts a positive light on active enforcement of the current regulations. The mission of the Ambassador Program is to provide hospitality, tourism and public safety services to local citizens, businesses and visitors, in addition to enforcing parking regulations. Ambassadors would be required to complete a multi-faceted training in hospitality and customer service, emergency response and first aid, public transportation, and Town services. They should work directly with transportation and parking departments of the Town, local businesses, and professional agencies.



Downtown Wichita, KS

The primary goals of an Ambassador program are to promote the area,

resolve concerns, deter criminal activity, and help make the downtown area a better, safer and friendlier place to live, visit, shop and conduct business. Ambassadors should initiate personal contacts with the parking public, have the ability to issue warnings, and interact with visitors and citizens in a positive manner.

The vision of the program is to help promote a progressive, dynamic downtown experience. The Ambassadors may accomplish these goals while providing parking management by monitoring public safety, extending a helping hand in emergency situations, and calling on area merchants on a regular basis.

Beyond enforcing parking regulations, the following are examples of appropriate behaviors and duties of Ambassadors:

- To greet visitors and offer customer service;
- To be a friendly face in response to many people's initial interaction with the Town;
- To give accurate directions to visitors and direct visitors to destinations;
- To provide information and explain local traffic and parking regulations to seek voluntary compliance;
- To distribute Town brochures and maps;
- Identify and relay pertinent information on public area conditions needing action; and
- To deter criminal activity by their presence.



Ambassadors may utilize a less formal uniform than that of the police, with some cities using a branded polo shirt, unique hat, or shorts.

Parking Duties

Providing public parking involves multiple responsibilities and duties beyond enforcing the posted time limits and collecting parking payments. These duties may encompass providing on-going maintenance, cleaning, landscaping, revenue collection, and staffing during events. The following list is intended to present typical activities that could be part of a parking agreement with a parking operator or for assigned duties to a Town employee or department.

Parking Duty List:

- Daily policing of trash
- Light landscaping, such as trimming small trees, cutting grass, etc.
- Checking for potholes or trip-fall hazards
- Checking signage and replacing or updating as necessary
- For paid parking, checking for payments, collecting revenue, and reporting
- Tracking events and potential flat parking fees
- After hours operation or monitoring
- Enforcement of existing time-limits
- Tracking and reporting occupancy levels
- Monitoring for abandoned vehicles
- Checking lighting and addressing any outages
- Checking condition of stripping and surface
- Acting as an Ambassador of the Town to assist visitors with information on the Town
- Maintaining or being the liaison for a public facing webpage on the Towns website related to parking
- Participating in stakeholder meetings related to parking
- Providing insight to the daily use of the public parking
- Providing education as to where parking is available and the options

Managing the public parking assets for the Town is more than providing parking lots and enforcing the time limits. Parking is typically the first and last impression visitors have to the Town, and it is important to make it a positive experience.



Survey of Other Cities

A survey of how other cities manage and provide public parking done to provide some context and understanding of various strategies. The focus was on similar sized cities and cities within close proximity to a higher education element. Common threads include parking time limits and when paid parking is included, a parking app to allow for an easy method of payment.

Figure 26: Comparable Cities

		Population	Paid On-	Paid Off-	Time	
City	State	(2019)	Street	Street	Limits	Enforcement Hours
Carrboro	NC	21,230	No	No	Yes	Posted 2 Hour limit 7 am to 5:30 pm (not enforced)
Boone	NC	19,119	Yes	Yes	Yes	On-street: Monday-Saturday 8 am to 5 pm; lots free on weekends
Chapel Hill	NC	60,998	Yes	Yes	Yes	On-street: Monday-Saturday 8 am to 6 pm; lots MonSat. 8 am - 8 pm
Greensboro	NC	291,303	Yes	Yes	Yes	On-street: Monday- Saturday 8 am to 6 pm
Salisbury	NC	33,727	No	No	Yes	On-street: 8 am to 7 pm (limited enforcement)
Wilson	NC	49,272	Yes	Mix	Yes	All Spaces: Monday - Friday 7 am to 6 pm
Greenville	NC	91,921	Yes	Yes	Yes	On-street Spaces: Monday - Saturday 9 am to 6 pm

Source: Walker Consultants

Event Parking

Large events in downtown add pressure to the system for both public and private parking assets. Many communities include parking plans for events during the event planning stage. This may include adding portable signage advising users of where parking is available, adding a parking fee, and staffing for fee collection and traffic control. As a starting point, a list of annual events should be generated with estimated attendance and duration of each event.

Public parking assets should be provided in advance on a map with the address and capacity to give attendees the information needed to allow for prior planning for parking. In addition to public parking assets, we recommend that planning committees consider discussing the use of private parking assets in advance. In many cases a small fee for parking may be collected to offset the cost of operating the parking. Funds collected may be used to provide a benefit to the local community as well, with organizations providing labor to manage the parking. This may allow for a win-win situation for the community. Event parking considerations:

- Identify potential public and private parking assets
- Portable signage to advertise parking, including a fee, with any paid parking paid on entry
- Staffing the parking asset two to three hours before the event starts
- Include a method for identifying when a parking asset is full
- Supply staff with safety vests, traffic flags, aprons, tickets, change funds, etc.
- Monitor the parking asset throughout the event
- Provide opportunities for staffing with volunteer non-profit organizations, that can use a portion of the profits to fund their organization
- Allow for insurance and any required permits
- Provide for cleaning up the parking assets after the event and providing a summary of activity (tickets sold, revenue collected, issues reported



Beyond providing an organized element to event participants, it allows for less time looking for parking and more time to enjoy the event. By coordinating with private owners in advance of the event based on the anticipated attendance, users are more likely to remember the fun activities as opposed to the parking.

Recommendations

Given the current operation, we recommend regular enforcement of the existing time-limits be a priority and clarifying the days of the week the clarified in both the code and signage. This should include language on how parking regulations will be addressed on major holidays. If the time limits are not going to be enforced during certain periods, this should be formalized and included on the public signage. The following provides a summary list of items recommended covering parking enforcement, operations, and maintenance:

- Enforce time limits using electronic handheld enforcement devices to track length of stay
- Add a webpage dedicated to public parking on the Town's website
- Provide an updated map with concise information on regulations and payment if required
- Develop basic daily maintenance checklists to ensure a positive parking environment
- Update existing signage that clearly displays which days the time limit regulations apply
- Adjust the code as related to the ADA requirement to clarify a valid permit or license plate is required to be displayed on the vehicle
- Review and adjust the parking violation in regard to the increasing fine schedule this can only be done with active tracking, which is not currently being done
- Add the existing parking locations to Google Maps, Waze, and Apple Maps
- Determine how event parking will be handled in the future, especially during the weekends (flat parking fee, no parking fee, time-limit)
05 Parking Technology, Payment Systems and Scalability



Overview of Technology Options

Parking technology relates to public parking in a variety of applications. This includes paid parking, controlled access, parking guidance, and enforcement. Technology has greatly improved over the years, making it easier for municipalities to implement strategies to manage parking and implement impactful positive policies.

Parking Access Control

Access control is currently limited to signage with enforcement being the motivating factor for compliance. Without enforcement it is likely that users will test the system and be more likely to not follow the posted limits. The intent of a time limit is typically to generate turnover of parking spaces and encourage shorter term parking in the most convenient spaces.

Time limit parking requires consistent monitoring to be effective. In many cases the restrictions allow users to simply move their vehicle to an adjacent space to "re-start the clock". The municipal code can be written to require moving to another zone, although this can be frustrating to users unfamiliar with the system.

Options to address this include gating parking areas (such as the parking garage) and providing a free period of parking or validations from local businesses. It is also possible to add parking fees in ungated areas with no time limits, but an escalated rate based on the length of stay.



Signage from Hampton Inn & Suites Garage

Gated controlled access is primarily used to limit access to a group of users or to limit public parking to a certain number of spaces within a larger pool of public spaces. Access may be granted to the public pool of spaces by taking a ticket to track time or providing an access credential for monthly contract parkers. Once the capacity of the public spaces has been taken, the facility is "full" except to monthly patrons with a valid credential to open the gate. The system tracks the space usage by type of user and re-opens once there are spaces available for public parking.

This type of system is common and allows variable rates based on the length of stay. Many communities allow a short period of free parking for short-term stays. This could be the first hour to the first 3 hours, depending on the goals of the system. Stays beyond this free period incur a parking fee but allow for longer-term parking.





Access credentials may include hotel key cards for hotel guests, proximity cards, or even Bluetooth access via a smart phone. To the left is an example of a gated facility serving both the public and a hotel with access via hotel key. In addition to allowing parking for overnight hotel guests the sign to the right lists several local attractions that are welcome to park in the facility, some of which provide validations for free or discounted parking based on patronage of the businesses.

Metered Parking Technology

Today's meters go well beyond coin only meters; they are *Smart Meters*. The main difference between coin-only meters and smart meters is that smart meters include a communication link to a cloud-based management system to allow live monitoring of the meters, ability to accept credit cards, and an interface to control rates. The cloud-based system allows administrators to log on to monitor revenue, receive maintenance alerts, and track historical data. The data can be used to assist in monitoring historical occupancy (based on paid spaces) and verify cash collections based on the reporting.

Rates can be set to allow a free parking period or escalating rates based on the length of stay. There are several types of smart meters including multi-space and single-space meters. As their names imply, multi-space meters cover multiple spaces while single-space meters cover one space. Off-street parking is typically covered by multi-space meters due to their efficiency. There are three main types of multi-space meter operational configurations: Pay-by-Plate, Pay-by-Space, and Pay-and-Display.



Multi-Space Meter Configurations

Pay-By-Plate

In pay-by-plate mode, the patron is not required to remember their parking space or return to their vehicle with a receipt. Instead, they enter their vehicle's license plate information and select the amount of parking time. No receipt is required for enforcement, but there can be a receipt for proof of payment. This system allows a patron to move their vehicle to another spot within the same meter zone without having to pay for parking again, provided there was time remaining on the original purchase and they were not in violation of any posted time restrictions. Many applications also allow





patrons to add parking time to the meter from another meter or by their cell phone for added convenience.

With this type of meter technology, enforcement is conducted with either a vehicle-mounted License Plate Recognition (LPR) system or handheld unit to record and track the license plate. The City of Pittsburgh was the first large scale deployment of pay-by-plate in the U.S. and uses both hand-held and mobile License Plate Reader units to enforce. The concessionaire for the City of Chicago's meter system also recently converted from pay-anddisplay technology to pay-by-plate.

Pay-by-Plate Benefits:

- When patron completes their transaction, there is no need to return to their vehicle;
- Unused time stays with the vehicle plate number;
- Can accept multiple forms of payment;
- Does not require individually marked spaces, therefore, a standard city block can generally accommodate at least one extra car.
- Additional time can be added at another machine or via mobile phone application, and;
- Enforcement is simplified using mobile LPR cameras and software.

Pay-by-Plate Disadvantages:

- LPR equipment is more expensive than mobile ticket writers and cannot be used in all situations;
- Additional training of enforcement personnel which is required due to the unfamiliar technology;
- Slight increase in cost for full keypad on meter versus other multi-space meters, and;
- Patrons may not know their license plate and find it frustrating on initial use.

PAY-BY-SPACE

In pay-by-space mode, each parking space is numbered with either a surface or curb number or a small pole adjacent to each space. The parking patron enters the space number and pays for the parking period. In this mode, payments can be made at any meter in the system and time can be added before time expires. Indianapolis, Indiana and Tampa, Florida use this type of on-street meter system.



Patrons have an option to print a receipt for proof of payment. Enforcement is done by viewing a web-based report of paid and/or unpaid spaces on a hand-held enforcement device, smart phone, or from any web-enabled computer.



Pay-by-Space Benefits:

- When patron completes their transaction, there is no need to return to their vehicle;
- Unused time stays at the meter, but can be hidden from the next parker;
- Can accept multiple forms of payment;
- Additional time can be added from another machine, and;
- Enforcement does not require checking each vehicle and may be directed to areas with expiring paid parking sessions.

Pay-by-Space Disadvantages:

- Added expense of maintaining the marked spaces;
- There are a defined number of parking spaces, so no additional spaces are gained if all small vehicles are parked on a block face;
- Marking system may be viewed as clutter, and;
- Additional signage is needed to mark and educate patrons.

Pay-and-Display

Pay-and-display mode is the original multi-space meter configuration and is typically no longer the recommended implementation due to its limitations. Patron parks their vehicle, walks to the parking meter, pays for the desired amount of time, and receives a receipt to display on the vehicle. Patron must return to the vehicle and display it on the dashboard. The receipt indicates the duration, location, machine number, and end time for which the vehicle has paid for parking. Enforcement is encumbered, as each vehicle must be visually inspected to determine if the ticket is valid.



Pay-and-Display Benefits:

- Unused time leaves with the vehicle; (benefit to Town)
- Patrons can use a valid receipt to re-park and use parking time at multiple locations;
- Can accept multiple forms of payment, and;
- Does not require individually marked spaces, therefore, a standard city block can generally accommodate at least one extra car.

Pay-and-Display Disadvantages:

- Patron convenience is an issue, as they must walk back to vehicle after paying for parking;
- No way to add time to parking without printing a new receipt and returning to vehicle;
- Enforcement is a weak element and requires officer to visually find and inspect paper receipt;
- No tracking of specific vehicle or plate to direct enforcement;
- Potential for litter from old receipts, and;
- Issues with motorcycles, multiple receipts, and "messy" vehicles.



Single-Space Smart Meters

Single space smart meters are typically an upgrade to existing single space meters, with the existing pole and base left intact. The new meter heads include the capability to accept credit cards along with coins, wireless communication, and a small solar cell to charge the battery. The wireless software allows real-time monitoring and tracking of revenue. The first and largest single-space smart meter vendor on the market is IPS; which was chosen to be installed by the City of Bloomington, Indiana when they moved to paid parking in their downtown. Bloomington did not have existing meters and required the installation of the pole, meter housing and meter head at a cost of roughly \$1,000 per space.

Single Space Smart Meter Advantages:

- Intuitive for users, who are familiar with the concept of metered parking;
- Limited directional signage needed;
- Customers do not need to return to the vehicle after paying, and;
- LED lights provide for visual enforcement.

Single Space Smart Meter Disadvantages:

- Number of enabled devices require increased on-going maintenance;
- Higher on-going monthly costs for on-line access when compared to multi-space meters;
- Bill acceptance is not an option; and
- Receipts are not issued.

Parking Apps

Multiple parking applications ("Apps") are available to assist with public parking at little to no cost to the location implementing the service. Parking apps allow payment of parking with a registered credit card and may include locational services to indicate where parking is available, provide driving directions, rates, and potentially allow the user to reserve their parking space. To maximize the use by patrons, it is recommended to consider using vendors already in use in surrounding communities to allow existing customers to use an app they already have on their phone. For Carrboro, ParkMobile is a good choice as it is in use in neighboring Durham and Chapel Hill. ParkMobile is by far one of the largest mobile parking apps in use today.

Patrons that do not have the app installed may call or text the posted number to start a parking session. The cost for using this convenient payment method is a fee of \$0.35 - \$0.45 per transaction, which is charged to the user. Some municipalities agree to pay this fee for all users or for registered residents of the town, although this is not common, and users typically don't mind the small fee.





A benefit to these systems is that they typically send a text message or other alert to the parker's cell phone to advise of time expiration and offer the option to add time if allowed per ordinance. Following the end of the parking session, a receipt is sent to the user via text, email or through the app.

Some vendors can also provide a customized branded app for an additional fee of \$15,000 to \$25,000, plus ongoing fees to update and service. We do not recommend taking this approach unless there are specific reasons that would benefit the Town. It is also possible to have more than one app integrated as a payment option.

at Sprint 1 Ω (\mathbf{i}) < 8437 8437 Enter Zone Number (678) 974-0670 Text Message ocation: Indianapolis, IN VEHICLE CHANGE 0 PARKING SESSION DEACTIVATION REMINDER Will deactivate: 3/2/2018 2:07 PM Activated: 3/2/2018 1:07 PM Zone: 5493 Space: n/a LPN: TZL378 🖚 Prius ൭ DURATION 02:00:00 5 hours 12 mins 3629 PARKING SESSION DEACTIVATION REMINDER Will deactivate: 8:59 PM Activate: 6/14/2018 7:13 PM Zone: 1422 Space: n/a LPN: 608ZUD Parking Ends Jul 18 2:48 pm PAYMENT METHOD **400** 2755 DURATION CHANGE 00:0**2:00** PRICE reday 12:57 PM PARKING SESSION DEACTIVATION REMINDER Will deactivate: 8/2/2018 11:12 PM Activated: 8/2/2018 11:42 AM Zone: 5388 Session (A \$2.25 \$2.25 ۲ ADD PROMO CODE 4 * Ö ☆ 去 🐵 🔇 🍭 🗇 😫

Below are samples of signage and screen shots from a typical parking experience.



Example Process

- 1 Select zone and time
- 2 Select vehicle and pay

Some municipalities elect to only use an app based parking solution, skipping the meter altogether. This is especially true for smaller lots that are only available during certain times that can be enforced without staffing to collect parking fees, although it is also an option for off-street parking.

The photo on the right is from a privately owned permit only lot that offers evening and weekend parking to the public by using the app. This is an ideal solution for an owner to offer their lot during periods that it is available for public parking.

This lot is in Indianapolis, Indiana, near evening and weekend attractions. For enforcement, a private operator provides monitoring service.



3 Deactivation



Enforcement

Based on discussions with Parking Services and through observations, the posted time limits are enforced through on-foot attendants using hand-held computers to enter each parked vehicle's license plate. This method is a major upgrade from physically chalking tires to track length of stay. However, it is tedious and labor intensive to enter every license plate manually. The latest technology for tracking length of stay is with a vehicle mounted License Plate Recognition (LPR) system.

AIMS, Genetec, NuPark, REDIpr, and Tannery Creek Systems are a few examples of firms that offer a vehicle mounted LPR system that includes special vehicle mounted cameras to capture the plate, vehicle location, and wheel stem location as the enforcement vehicle drives past parked vehicles. A computer mounted inside the vehicle records the data, GPS position, and checks the data to determine the length of stay based on the previous data inputs.



Parking enforcement vehicle with cameras highlighted

The cost for one LPR camera equipped vehicle is approximately \$45,000 - \$60,000, plus the cost of the vehicle. In addition to the initial cost, there are on-going fees for cloud-based services and on-going support.

More appropriate options for tracking license plate data of parked vehicles in smaller communities are handheld LPR devices that scan the plate or allow the data to be manually entered. This method allows time stamped photos of the vehicle to be added to the database to prove the violation. Upfront costs for this type of system is roughly \$5,000 per unit, plus on-going fees for network and cellular data.

The key to the enforcement piece is to integrate with any meters and payment apps at the time of purchase and installation. While most will highlight these integrations, the best pricing is obtained when bundling as a complete system rather than as additions, when the costs are likely to be incurred. This data should include a written policy for how the data will be used, shared, and a set retention period.

Parking Guidance

Parking guidance may be as simple as posting standard wayfinding signage to guide patrons to public parking. Effective signage should have a prominent "P" to help patrons identify the lot as being available for public parking. Technology comes into play when integrated into a count system to add the number of spaces available for public parking. Technology has greatly improved in this area to include cameras and analytics to obtain the count data. This same data can be used to determine length of stay and alert enforcement to violators. The cost for a solar powered overhead camera-based system can be roughly \$5,000 for a camera and installation kit. (selfinstalled) plus an ongoing service fee of about \$1.00 - \$2.00 per space per month.



There are also sensors that can be placed in the drive lanes to capture vehicles moving in and out of spaces, although accuracy is not as good as observing each individual space.

Examples of space availability signage is provided in the following photos. This level of detail is typically at the high end of service and may be a long-term goal once the parking plan has been established.



Sample photos of facility counts: Miami Design District, FL (left), Lincoln, NE (middle), Asheville, NC (right).

It is Walker's opinion that for Carrboro, collecting this data in the various small surface lots and displaying, either on a dynamic signage, website, or app, is not practical or dependable. While possible, the required infrastructure and accuracy is not a sustainable solution. Our experience indicates this is typically for large pools of parking within structured facilities. In many cases the systems are installed but on-going costs and efforts to maintain the software and calibrate for accuracy lead to abandoned systems. In some cases where payment by app data is collected over a long period of time, data analytics can be used to provide the most likely areas where spaces are available at any given time during typical non-event periods, but not necessarily an actual count of available spaces.

06 Capital Costs and Revenue Potential



Paid Parking Implementation

An overriding original goal of the RFP is to understand the costs and potential revenue for implementing a paid parking program in the Downtown. Paid parking should be viewed as a management tool and method for providing a shared asset to the community. The current system provides limited public parking at no direct cost to the user. While there are time limits posted, abuse is high and there are no funds to make improvements to the system or cover the costs to effectively enforce.

Why do cities adopt parking rates?

A general overview of parking is first needed to establish a context for decision-making regarding the parking system. Fundamentally, there is no such thing as a free parking space. At the end of the day, someone is paying both directly and/or indirectly the true costs of "free" parking. If parkers are not paying directly than who is?

- Developers pay for parking when they are required to meet off-street parking zoning requirements which raises project costs which are passed along to end consumers of their product.
- Employers pay through higher office rents.
- Consumers pay in the sales price of goods and services; retailers pass along costs to consumers.
- Residents of a community pays through taxes levied for the delivery of services including downtown parking.

In providing parking to the downtown community, the Town is administering a scarce resource that has intrinsic value and associated costs. Thus, parking should be viewed as an asset that requires continual stewardship to serve the goals of the downtown community.

There are two primary reasons why communities decide to adopt parking rates. The first is to induce human behavior using economics. Users of the parking system will quickly modify their parking behaviors if they incur

costs in the form of user fees. For instance, if rates are charged for the most convenient spaces, employees will be motivated to find longterm parking areas that are either less expensive or free, keeping prime spots available for business patrons. Most users will see the convenience of nearby parking and opt to pay the rates, while a small percentage might not be willing to pay and will go out of the way to find free parking farther away. This balances parking utilization to address the supply and demand challenges. (Enforced time limits also often influence the behavior of parking patrons.)





The second reason a municipality chooses to adopt rates is to create a self-sustaining parking enforcement program. The intention is not to create a profit center from parking revenues, but to pool revenues into a self-sustaining parking auxiliary fund that resources parking administration to include the debt service and maintenance requirements of all existing public parking facilities. Parking fees, for on-street, surface lot and parking structures, all comprise potential parking revenue sources. The revenues of one source alone are often insufficient to cover total parking system costs. One strategy Walker has seen employed in numerous municipal parking programs across the country is for revenues to be pooled together from multiple parking assets within the public parking portfolio.

Based upon our interviews with Staff and select stakeholders, it is our understanding that one reason enforcement is not fully implemented is the cost. Paid parking should be sufficient to cover the costs to deploy and enforce.

Implementing Paid Parking

A clear and effective communications plan is imperative to the successful implementation of a new paid parking program. The communications plan would include information on public parking areas (paid and unpaid zones), zonal rates, time limits (if applicable), and instructional resources on "how-to" use the technology. Typically, this information is housed on a parking page located on a municipal website.

In addition to online resources, physical signage should also be added to direct motorists to convenient parking and inform parkers regarding rates, time limits, and 'how' to pay for parking.

A comprehensive and effective public awareness campaign will play a key role in a successful implementation program. The focus should be on the added convenience of payment options and explain why paid parking can enhance existing downtown parking management.

Why Paid Parking:

- Place a value on limited resource to influence user behavior and abuse of a shared asset;
- Ensures the most convenient spaces are available to more users by creating necessary turnover and space availability;
- Addresses "parking hot-spots" and stress areas in the existing parking system;
- Directs employees and long-term parkers to remote parking areas;
- Improves the public perception of lack of parking space availability;
- Removes "poaching" of free parking by employees and visitors with paid parking, and;
- Balances the supply and demand for existing public spaces across the parking system.

Paid Parking Technology

Walker recommends adding paid parking using a combination of pay-by-plate multi-space meters that accept payment by coin or credit card, along with offering a parking app for payment to limit the required hardware and signage requirements. The limited on-street parking spaces can easily be served with one multi-space meter and signage and each small surface lot can similarly be provided with a solar powered multi-space meter. A potential option to consider when adding paid parking is to eliminate the time-limits and allow the parking rate to generate



turnover on the lots. Paid parking puts the cost of parking on the end user and eliminates the frustration of getting a citation if the time is exceeded (assuming payment is made, and time limits are removed).

In conjunction with the paid parking program for short-term parking, there may be opportunities to offer monthly parking passes for employees or to encourage private lot owners to offer permit parking. Permit parking at lots that are underutilized is a helpful way to maximize the overall parking program.

At a minimum, paid parking should be in place during the current hours posted for the time limits, although the days of the week should be stated. Our observations indicate the highest demand for public parking was during a Saturday, with variations in the time of day by Zone. Zone 1 peaked during the 11:00 am observation when the Farmers Market was active; Zones 3 and 4 peaked in the evening when restaurant and bar demand was high. For this reason, we recommend paid parking include Saturday's with consideration to extend paid hours to include higher demand periods.

Based on the current system, we estimate 11 payment kiosks would be needed to add paid parking to most of the public parking assets. This assumes most of the surface lots and the Hampton Inn garage are included. A scenario where the Hampton Inn garage is not metered is also included.

Figure 27:	Potential	Payment	Kiosk	Location	Assumptions
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		Payment	
Location	Zone	Kiosks	Spaces
Hampton Inn Parking Garage	4	4	200
Merritt Lot 2	3	1	11
Roberson Lot 3	3	2	31
Roberson Lot 4	3	2	34
203 Project Site	3	n/a	-
Weaver Lot 6	3	1	39
Weaver Lot 7	1	1	32
City Hall Lot	1	n/a	-
Laurel Muni Lot 8	1	n/a	-
On-Street Locations	3 and 4	3	17
Total Payment Kiosks		14	364

Source: Walker Consultants

Our assumptions on the number and location of the payment kiosks are to avoid low demand areas (such as the Laurel Muni Lot) and lots with public access to the Town Hall. The 203 Project site could be added, but given the pending construction and loss of the lot, we are not including. Three on-street areas are considered, including Main Street, Weaver Street, and Maple Street.

The new parking garage could be left ungated with payment kiosks as an alternative to gated access with tickets; however, this option may not align with the operational goals of the system and which users should be charged for parking.



The figure on the following page depicts our preliminary costs analysis to install 10 multi-space meter kiosks within a majority of the public parking locations along with a reduced coverage assuming no payment kiosks in the Hampton Inn garage.

Figure 28: Conceptual Multi-Space Meter Costs (Estimated)

Conceptual Costs (based on assumptions)	Full Coverage	R	educed Coverage
Estimated multi-space meter costs (per unit installed)	\$ 10,000	\$	10,000
# of units assumed	14		10
Meter Hardware Costs subtotal	\$ 140,000	\$	100,000
One Time Costs			
Handheld enforcement devices (2 units)	\$ 20,000	\$	20,000
Estimated MSM Signage, installed (2@\$150 per MSM)	\$ 4,200	\$	3,000
Estimated Marketing Costs for MSM Program	\$ 15,000	\$	15,000
Program Costs subtotal	\$ 39,200	\$	38,000
Total Capital Costs	\$ 179,200	\$	138,000
Annualized Costs (financed at 5% APR over 3-year term)	\$ (65,800)	\$	(50,700)

1. Note, multi-space meter kiosks cost assumes pay by plate configuration, machine costs, shipping, and installation. MSM hardware assumes solar powered (for outdoor locations) with wireless communications, coin and credit-card accepting. Assumes compatibility with mobile payment "parking app" technologies.

2. Walker applied a conceptual finance assumption of 5 percent APR over a three-year term for all meter hardware, handheld enforcement equipment, and marketing costs estimated.

3. Figures are rounded to nearest 100.

Source: Walker Consultants

To install all 14 multi-space meter kiosks, assuming meters are financed over a three-year term (at an APR of 5% applied), an annualized cost of \$65,800 (rounded) is projected in 2021 dollars at Year One.

If the Hampton Inn is excluded from the system, the total is reduced to 10 multi-space meter kiosks, with a threeyear annualized cost of \$50,700.

This conceptual cost estimate assumes the Town will install uniform parking signage and market meters under a public communications campaign to introduce paid parking (\$15,000 assumed for all initial marketing efforts).

The following section of the report details Walker's revenue and expense assumptions for a conceptual paid parking program.

Revenue Projections

The following section of our analysis details meter revenue assumptions and projections made for the conceptual paid parking system. For purposes of this model, we have assumed that the Town implements paid parking for the selected parking areas including the selected on-street locations.



Revenue Assumptions

Walker evaluated revenue projections based on rate, utilization, and hours of enforcement. Setting the initial rate is expressed on an hourly basis, although smaller increments may be paid. Given the cost of implementing and accepting credit cards, we recommend a minimum rate of \$1.00 per hour for parking. It is also possible and acceptable to provide some level of free parking time with the initial payment or increase the rate if extended past a given period, such as 2-hours. The parking rate between the on-street and off-street locations may vary to account for on-street parking typically being more convenient to the destination. For our analysis, we assume a flat rate for all parking.

Key factors in modeling potential parking revenue:

- Number of spaces to be charged
- Rate assumptions
- Hours of operation
- Days of operation
- Days per year payment is required
- Average occupancy over the course of the paid parking period
- Non-compliance adjustment factor (not everyone will pay)

Each of the assumptions stands to impact preliminary revenue projections. Preliminary revenue projections are based on the average daily occupancy with adjustments for non-compliance. As user acceptance of paid parking increases beyond Year One implementation, the non-compliance adjustment factor can be reduced as parking behavior normalizes. We assumed that the Town maintains current hours of operations (7:00 am to 5:30 pm – 10.5 hours per day), but clarifies the days being Monday thru Saturday. If it is decided to extend hours of operation beyond exiting hours, meter revenues could be greater with potential event revenue capture.

The following details each of our assumptions and provides our projection of revenues based on two hourly rate scenarios. The scenarios include an hourly rate of \$1.00 and \$1.50 per hour modeled with the \$1.00 per hour highlighted as a recommended starting point.

The following program assumptions were made regarding a conceptual meter system:

- **# of Paid Parking Spaces**: 364 spaces (200 spaces in the Hampton Inn garage)
- Rate Scenarios: \$1.00 and \$1.50 per hour (recommend starting at \$1.50 per hour)
- Hours of Operation: 7:00 AM 5:30 PM; Monday thru Saturday 10.5 hours of paid parking per day
- # Days of Paid Parking: 298 paid days (14 holidays excluded per year)
- Average Occupancy: 35% (for all days/hours paid)
- Non-compliance Adjustment Factor: less 25%



Figure 29: Meter Revenue Analysis

	364 s	paces	164 sp	Daces
	Hourly	Hourly	Hourly	Hourly
PAID PARKING REVENUE ANALYSIS	Rate	Rate	Rate	Rate
	\$1.00	\$1.50	\$1.00	\$1.50
Potential Average Daily Revenue per Parking Space	\$3.68	\$5.51	\$3.68	\$5.51
Potential Annual Revenue per Parking Space (unadjusted)	\$1,095	\$1,643	\$1,095	\$1,643
Annual per Space Non-Compliance Adjustment	(\$274)	(\$411)	(\$274)	(\$411)
Potential Annual per Space On-Street Revenue	\$821	\$1,232	\$821	\$1,232
Total Annual On-Street Meter Revenue	\$299,000	\$448,500	\$134,700	\$202,100

1. Note: For modeling purposes, an average daily occupancy of 35 percent was assumed. This adjustment is to reflect all hours of the day when paid parking is required.

2. 364 spaces reflects all the recommended areas; 164 spaces removes the Hampton Inn spaces from the analysis (200)

3. Total is rounded

Source: Walker Consultants

If the above assumptions are met, **a potential \$448,500 (rounded) from paid parking revenue for Year One paring fee** is modeled assuming the \$1.50 per hour rate. This does not include revenue from other sources such as citations, event parking, or permit parking.

In order to achieve user compliance, the Town will need to enforce paid parking, which we consider as coinciding with the recommendation to enforce the *current* time-limits. Citation revenue is assumed to consist of capturing a portion of the non-compliant parkers that are modeled. We assume an average of 12 citations a day are issued for parking violations, utilizing 2 FTE positions to cover the 10.5 hours per day/6 days per week service time.

The following table depicts a Four-Year Conceptual Budget based upon the assumptions reviewed above. We have assumed that the Town finances capital costs over a three-year period at 5% APR considering the full implementation of the meter system (not reduced) at the \$1.50 per hour rate.



Figure 30: Four Year Conceptual Budget

	Year One		Year Two		Year Three		Year Four	
Revenue (Conceptual based on assumptions)								
Paid Parking Program (1.5% annual growth)	\$	448,500	\$	455,200	\$	462,000	\$	468,900
Citation Revenue (1.5% growth per annum approx.)	\$	89,400	\$	90,700	\$	92,100	\$	93,500
Total Revenue	\$	537,900	\$	545,900	\$	554,100	\$	562,400
Expenses (Conceptual based on assumptions)								
14 MSM meters (annualized over 3-year term)	\$	65,800	\$	65,800	\$	65,800	\$	-
Annual Meter Management Service Fee - \$60/month/meter	\$	10,100	\$	10,100	\$	10,100	\$	10,100
Credit Card Fees - 60% of payments x 5%	\$	13,500	\$	13,700	\$	13,900	\$	14,100
Employee Wages & Benefits (2% annual growth)	\$	245,700	\$	250,600	\$	255,600	\$	260,700
Total Expenses	\$	335, 100	\$	340,200	\$	345,400	\$	284,900
Revenue less Expenses (Conceptual based on assumptions)	\$	202,800	\$	205,700	\$	208,700	\$	277,500

Notes:

- 1. For modeling purposes, an annual growth rate of 1.5% was applied to meter revenues and citations revenue categories.
- 2. All revenues and expenses were rounded to the nearest hundredth.
- 3. Credit card fees assume 60% of payments are by credit card with fees of 5% applied to cover fees charged to process these payments.
- 4. Wages and Benefits estimate are based on 2 FTE's to cover the 10.5 hour per day, 6 days per week, with a 2% annual growth applied for modeling purposes.

Source: Walker Consultants

Transitioning to a paid parking environment for all 364 spaces has the potential to net a gain of just over \$200,000 during the first full year of operation. This assumes an in-house operation to enforce the spaces and financing the equipment over three years. At Year Four, we estimate a positive net operating income of \$277,500 (rounded), assuming conditions as modeled.

Other operating options may be considered to manage the parking system, such as hiring a parking management firm to staff and provide a turn-key solution. This option may be worth exploring as these firms have experienced assisting municipalities from free to paid parking. Costs to transition using a professional services firm would likely increase the operating costs by 50 percent or more to account for additional oversight and overhead costs.

Conceptual Structured Parking Costs

A component of our Study is to evaluate the potential costs to construct a parking structure in the downtown to provide some context to the idea that more parking would be beneficial. While parking can be viewed as an economic development incentive, it is not without fixed capital and variable annual maintenance costs. In the current free parking rate market environment, a facility will not be self-sustaining. Even facilities that charge for parking are likely not charging a sufficient rate to cover the costs to build and operate.

To provide the reader a sense of the true cost of "free" parking, Walker offers the following break-even analysis for a conceptual parking structure.



New Facility Costs

Parking costs include land, construction, and ongoing operations and maintenance costs which will vary depending upon the local market. For an above-grade parking structure, Walker estimates construction costs to be \$20,000 to \$22,000 per space, assuming a parking structure efficiency of 325 square feet per space (representing an efficient site) with modest architectural treatments. This does not include the cost of the land, below grade construction, or soft costs. Soft costs include design, soil testing, financing, construction administration, and contingency costs. Assuming soft costs to be 20 percent of construction costs estimated, total project costs per space would total nearly \$26,000 (rounded).

Walker also assumes an annual operating cost per space of \$400 per space which includes cleaning, lighting, facility maintenance, insurance, equipment, seasonal clean up, and administration. Walker is providing this conceptual cost statement for informational purposes only.

As a point of reference, it can be helpful to parse out the true cost of parking, including both capital and maintenance costs.

The following figure presents the monthly revenue from parking needed on a per space to break even (assuming amortization over 25 years at 5.0 percent interest), given the capital cost per space and annualized operating cost per space.

Pro	oject Cost	Annual Operating Cost Per Space								
Pe	er Space	\$300	\$400	\$500	\$600	\$700				
\$	19,000	\$137	\$146	\$154	\$162	\$171				
\$	20,000	\$143	\$152	\$160	\$168	\$177	ъ			
\$	21,000	\$149	\$158	\$166	\$174	\$183	eede			
\$	22,000	\$155	\$163	\$172	\$180	\$188	ace N			
\$	23,000	\$161	\$169	\$178	\$186	\$194	er Spa			
\$	24,000	\$167	\$175	\$184	\$192	\$200	iue P(
\$	25,000	\$173	\$181	\$189	\$198	\$206	Reven			
\$	26,000	\$179	\$187	\$195	\$204	\$212	thly F			
\$	27,000	\$185	\$193	\$201	\$210	\$218	Mon			
-	Rate:	5.00%	Amortized	Period:	25	Years	-			

Figure 31: Monthly Breakeven Costs per Space

Source: Walker Consultants

The monthly "break-even" revenue needed per space is approximately \$187 for every parking space. Currently the Town does not charge monthly, daily, or hourly parking rates. In the absence of user rates, a parking facility cannot be self-sustaining requiring some form of public subsidy or alternative funding source.



Parking Operations and Maintenance Expenses

For purposes of this expense opinion, Walker reviewed a proprietary expense database to estimate typical expenses for a small to medium sized facility.

The following represents a list of typical monthly expenses for operating a parking structure:

- Staffing wages and benefits
- Utilities
- Routine Maintenance and Repairs
- Materials and supplies
- Liability Insurance and claims
- Professional fees
- Security
- Miscellaneous/Other

Sinking Fund for Capital Repairs

Walker highly recommends that funds be set-aside on an annual basis to cover structural maintenance costs. We suggest no less than 1% of initial project costs be set aside and adjusted to account for inflation. Note that Walker considers the recommended repair and maintenance fund as a capital expense and is therefore not included as an operating expense for this parking facility. This recommended set-aside sinking fund was calculated at 1% of probable construction costs per space. These funds are held in a special reserve fund to cover larger periodic expenses to maintain the structure.

The following report section evaluates how the Town can maximize the use of existing resources, enhance the usage and performance of the current public parking program, and implement policy and management improvements to enhance the downtown parking service.

07 Analysis of Equity Impacts



Equity Impacts

Carrboro is operating public parking as a service, with no direct cost to users. On one hand, this can be viewed as equitable—everyone pays the same amount to park: nothing. On the other hand, if nobody pays for parking, then everybody is paying for parking. Those who don't drive for economic reasons (e.g., can't afford a vehicle), for social or environmental reasons, or for reasons of age, health, or disability are, in some measure, subsidizing those who do park.

Available U.S. Census data provides some context to the demographics in Carrboro that may potentially be impacted by charging users for parking. The data set referenced is from the 2019 American Community Survey, 5-year Estimate. The findings indicate that roughly 70 percent of workers drive in a personal vehicle or carpool to get to work, which will need to be parked. The median income was \$58,702 annually but varies considerably by census tract. The total population is estimated at 21,200 (rounded).

Figure 32: Carrboro Demographics

Population	21.2	(1000's)		
Race				
White	14.5	68.4%		
Black or African American	2.3	10.8%		
Asian (Non-Hispanic)	2.01	9.5%		
Hispanic	1.5	7.1%		
Other	0.89	4.2%		
Census Tract Median Income		Г	Median Household Income	\$ 58,702
107.01 (North)	\$ 109,485			
107.03 (East)	\$ 37,154			
107.04 (South)	\$ 59,217			
Commuter Transportation				
Drove Alone	62.30%			
Car Pool	7.20%			
Public Transit	12.70%			
Walked	3.00%		Drive to work data	indicates acceptance
Worked at Home	8.71%		of alternative optic	ons for driving to worl
			which conversely r	reauires narkina
Car Ownership			Which conversely i	equires purking.
None	3.85%			
One	33.00%			
Two	41.70%			
Three	17.70%			
Four	3.50%			

Source: U.S. Census ACS 5-year Estimate (2019)



"Free Parking" is a False Narrative

While direct users of the parking don't pay directly for parking now, there is a cost to providing this amenity. Parking takes up valuable land that could be used for other purposes, such as parks, public gather places, or other shared amenities. A majority of the lots in use now are gravel to allow for drainage and reduce heat islands, but in many cases were likely at some time in the past, home to another use. Concentrating parking assets through structured parking is expensive but maximizes the land use. This is shown in the previous section when exploring the conceptual costs to design and build a structure, along with on-going maintenance costs.

The cost of providing and maintaining parking by businesses is already factored into the cost of goods and services sold. Adding a layer of paid parking to the public assets may have some impact as employees either pay for parking or find alternative parking options, but this cost is likely not impactful. Rather, when the public parking moves to paid parking, private owners may see a potential to offer similar arrangements on lower use parking assets. This could bring additional value to otherwise under used parking lots. It may also encourage shared parking arrangements between owners as the parking assets gain value. While we are aware of some limited shared parking arrangements in downtown, for the most part, each owner is staking a claim on their own parking or making limited arrangements with a neighboring property. Shared parking benefits all aspects of parking in downtown.

Another side effect of free parking is the potential that demand may outstrip the supply, making parking difficult—if not impossible—to find during peak hours. On one hand, this is equitable because everyone gets to vie for the spaces, but these conditions can be experienced unequally among parkers (e.g., certain shifts may be advantaged over others).

Good and Bad aspects of Paid Parking

No one likes to pay for parking, but everyone like to be able to find a parking space, especially a space that is near their destination and maintained. Adding paid parking helps to ensure a space will be available not occupied for expended periods of time. Paid parking also encourages users to consider alternative means, such as biking, walking, public transportation, or carpooling. This results in a reduction to carbon emissions, which in turn improves the overall quality of life and helps with the overall goal of having a positive impact on the planet.

Unbundling parking is an example of how paying for parking separately from the main business is reducing car ownership. In this case, it is taken from multi-family residential leases. Prior to unbundling parking costs from the monthly lease payment, all users were charge the same lease rate that included parking, in effect, the costs for parking are factored into the lease payment regardless of use or need.

With unbundled parking, users are offered a lower monthly lease payment with a separate cost for each parking space needed. By unbundling the cost, residents can fully appreciate the cost of vehicle ownership and evaluate the need for multiple vehicles or even having a vehicle. This type of unbundling was introduced in high-cost areas but has grown in popularity as it reduces the need to provide spaces that go unused while giving the users power in paying only for what the need. Looking beyond residential leases, it may also apply to commercial leases that come with a pre-determined number of parking spaces.



Cost Versus Value

As we put Walker's findings into perspective, we want to draw particular attention to the difference between cost and value. A common argument is that creating a cost for parking for patrons, visitors, and those who are employed may be enough for them to decide not to visit the downtown as frequently. However, the parking supply and demand analysis indicates that users are already placing a value on particular spaces over others. While there may not be a cost associated with these parking spaces, they are choosing to park in particular locations as they are perceived as the most desirable—they value them. In the recommendations section Walker will discuss how the cost of parking should be commensurate with perceived value.

Correlating cost to demand is a common pricing strategy (but not the *only* strategy) used by parking providers. This practice entails recognizing the three desired characteristics related to a user's parking experience: cost, proximity, and availability. Using the following figure, Walker is illustrating not every user is able to have all three desired parking characteristics concurrently. A user may weigh their options and choose which two characteristics they value most. It is important to note these are not Walker's rules; they are a reflection of how the market works.



Figure 33: Pricing Strategy Outcomes

These principles suggest:

- A. If parking is inexpensive and available, it is not likely to be convenient
- B. Inexpensive, convenient parking is unlikely to remain available
- C. In order to offer parking that is available and convenient, it cannot be cheap

What Walker is recommending correlates the cost of parking with the locations of *where* the user parks their vehicle. In doing so, those parking downtown will have the *option* of paying more to have a more desirable parking location. This puts the selection of the two priority choices, illustrated in the triangle above, in the hands of the users.

Source: Walker Consultants



If all parking spaces are the same price (or have no costs to the end users), the system will naturally prioritize certain locations over others. As described above, there is truly no such thing as "free" parking—these costs are being paid for by someone. In a "free" parking system (one where parking is no cost to the end user), as is the case with Carrboro, all users are technically being subsidized. Their parking is being paid for by someone other than themselves directly. In doing so, users may be more inclined to commute via personal vehicle than if the system were passing along the fee to the end users. If any fees are implemented, it is important for the town to ensure that all visitors and employees of the downtown have access to options. These options allow users to select the best mode. Visitors and employees of the downtown don't want *parking*, what they want is *access* to the downtown and mobility options. Providing these options will increase the opportunities to those unable to afford parking.

In promoting and marketing paid parking, if desired, it is important to explain the true costs of commuting. The costs of car-ownership and maintenance far exceed the costs of parking. Websites such as <u>GO Triangle</u> provide cost of commuting calculators that are excellent tools for users to better understand where their money is going.

Reducing Friction

There are options to reduce potential paid parking friction points in the system. Some municipalities offer a shortterm no cost parking period to parkers to allow quick trips without adding a cost. This allows users to engage the meter to activate a short period of no charge parking.

- City of Cincinnati provides the first 10-minutes of parking at their on-street meters, activated by the parker to start the clock.
- City of Aspen Colorado offers everyone a 15-minutue free period to use at its pay-and-display meters once a day.
- Miami Beach offers residents that are part of the residential parking permit program to pay a lower rate at the meters than non-registered users.

There are also ways to offer discounts to residents or validations to business owners who want to offer an incentive for making a purchase. For residents to receive a discount on parking, they would need to register in advance and set-up an account on the mobile payment app. When parking, they would receive the discount applied for residents.

Validated parking may be offered by selling parking in advance at a discounted rate. Typically, this is provided as a one-time use code to be used at the meter, but could also be a "token" that adds time to the parking session. Parking would be purchased in advance in bulk or provided as an incentive to generate interest in the program. While this does add some complexity to the system, it is a tool that could be explored to off-set potential concerns to implementing paid parking.



Private Owner Participation

Adding paid parking to downtown Carrboro may benefit private owners of parking assets that may have spaces available during off-hours that could be used for public parking. Revenue collection through either a payment kiosk or mobile app can be configured so that it only allows payment during certain time periods. The only requirement is signage and enforcement. This is a common way to share parking assets for a fixed business and the public during hours when the business does not need to the parking but demand for parking is high, such as during events. Revenue generated by paid parking could be shared between the property owner and the parking management services company providing the enforcement.

08 Key Recommendations



Key Recommendations

Walker has prepared the following summary of the key recommendations for the Town to consider implementing to address the public parking system.

Dedicated Downtown Parking Enforcement

Enforce parking on a routine and consistent basis with a minimum of one dedicated FTE parking enforcement officer enforcing across all hours of enforcement.

In discussions with stakeholders and observations, Walker learned that time limit parking enforcement is not occurring on a routine or consistent basis. Our turnover analysis indicates that 50% of vehicles parked in the public lots exceed the 2-hour time limit.

Recommendation: We recommend a more robust parking enforcement program with a dedicated parking enforcement resource to ensure parking regulations and user compliance applying an ambassador approach to enforcement. We recommend the Town consider adding dedicated staff or contracting enforcement duties to a private parking operator; greater enforcement needs to occur to promote desired short-term and long-term parking behaviors and enhance the management of the existing supply.

Paid Parking Option

Understanding the costs to enforce, manage, and provide public parking, paid parking should be considered as a viable option.

The previous study recommended enforcing the time limits but not charging for parking, primarily due to public input that paid parking was not preferred. There are options to add paid parking to offset the cost of parking for short-term users. By providing free parking as is the current state, users are encouraged to drive, burdening the environment, and costing the Town resources. Parking is never free but can be charged directly to those that use this valuable and costly asset. Carrboro is adjacent to a community that is charging for parking, which increases demand on the limited assets provided at no charge by the Town. This will increase as the new 203 Project is built and additional parking demand is generated in the surrounding area.

Recommendation: Prior to Covid, adding paid parking was the focus of this study effort. Enforcing the existing regulations comes at an additional cost. Adding a paid parking element in certain areas would help cover these costs, which will only increase as the 203 Project is built with structured parking that must be maintained. Adding paid parking strategically and offering some short-term free period would be appealing as it provides a revenue source and encourages biking and walking in the community. Visitors to downtown are coming to enjoy the unique experience and are not coming solely because parking is free. A small fee to park that is easy to pay is not a detriment. Funds from the parking can be used to make improvements to the community as well, which adds value to the community.



Enhanced Public Parking Communications

Create public parking brochures, maps, and other parking program details available to users on a dedicated parking webpage.

The Town does not have a website or webpage dedicated solely to downtown parking. The information we discovered on parking was dated and of limited value.

Recommendation: Carrboro's downtown parking system public relations and communications need to be prominent and user-friendly. The Town has an opportunity to collaborate with local downtown partners to make a downtown parking website or webpage more prominent, customer-friendly, and integrative with other social media tools.



Example Brochure – Town of Grand Haven, Michigan

A website or dedicated downtown parking page should at a minimum offer the following:

- A comprehensive downtown parking inventory;
- A means to respond to questions and requests from the public for locations of parking facilities and public availability;
- **Resources** including but not limited to parking maps, business development packets, and brochures;
- Marketing of all publicly-available parking in downtown, regardless of public or private ownership;
- Provide day-to-day media relations and generate press releases as needed;
- Include Event Parking information with both public and private parking locations identified; and
- Provide public relations assistance to other downtown events as needed.

Local businesses are often willing to provide parking information and links to additional parking resources from their business websites or social media pages. This can be very helpful in providing specific location data to customers, while also providing a free portal to market parking services to potential patrons. If patrons are armed with parking availability and location information prior to arriving at their destination, their overall downtown experience can be greatly improved.

Parking Advisory Committee

Create a parking advisory committee made up of business owners and downtown stakeholders to advise the Town on parking issues to meet on a semi-frequent basis.

Recommendation: Walker recommends that the Town consider forming a downtown parking advisory committee with broad representation of interests including members of the downtown business community and downtown stakeholders. The Town should chair and oversee this committee process.



Walker recommends meeting on a quarterly basis to discuss parking trends and issues in downtown, as well as upcoming events that will generate high parking demand. The committee would not have any official government capacity or policy-setting role but could serve as a clearinghouse for the exchange of information and ideas.

The meetings would serve as an opportunity to help the Town deliver on its commitment to provide parking turnover and space availability to support downtown businesses and to assist the Town roll out public relations campaigns for downtown parking program improvements. The Advisory Committee can help educate their patrons and members on the benefits of any coordinated policy actions and provide the Town direct feedback on implementation.

The goal is to forge a valuable public-private partnership that advises, improves public communications, and balances the needs of the downtown parking system for the benefit of all users.

Uniform Parking Wayfinding and Directional Signage

Implement uniform parking wayfinding and directional signage to direct users to publicly available parking areas.

Branding and marketing the location of public parking across the downtown is important to communicate to users public parking availability. The off-street facilities are all signed, but none are named, making it difficult to identify which lot they are parked or being directed. The sign location is also important to allow passing traffic visibility to the parking.

Vehicular directional signage and facility identification sign packages should be installed to direct motorists to available public parking assets. During large events, portable "Event Parking" signage can be added to direct attendees to available public parking.

Parking Management Wayfinding Recommendations:

- Creation and modification of vehicle directional signage as part of the Downtown Wayfinding Master Plan. This should include a common "P" for parking, the universal symbol for informing motorists where to park.
- Clearly defining the hours of enforcement by time and day of the week.
- Creation of a uniform signage system for public parking facilities with the potential for a public- private partnership to promote signage consistency.

Public-Private Shared Parking Agreements

Explore shared parking opportunities between public and private lot owners across evening and weekend hours.

Approximately 81 percent of the parking inventory is privately held off-street parking. Walker found high-space vacancy across the downtown system, with over 2,100 \pm vacant spaces at the peak hour. In a municipal setting, it is the towns responsibility to ensure that municipal land uses and taxpayer dollars are utilized appropriately. In parking, this often means working with private entities so that parking facilities are made available to all users and are not limited to the type of user. This can be accomplished as new developments come on-line with shared parking being encouraged to eliminate protective private parking assets.



Recommendation: We recommend that the Town continue to explore opportunities for the public and private to team together to address parking "hot-spot" challenges, promote greater user walkability, and better distribute parking demand across the study area **investigating if shared parking is feasible between parties in Downtown Carrboro**.

Shared parking is a lower-cost opportunity for the Town to lease or acquire access to additional spaces on a monthly basis, while, providing an owner with a guaranteed monthly income stream for surplus spaces (if a financial arrangement is determined).

There are reasons why this is a beneficial approach:

- From a land use and environmental perspective, it is always preferable to make good use of existing parking resources before building additional ones.
- From a financial perspective, owners may be relieved of some insurance and other operating costs while the Town gets parking without incurring upfront capital costs to build additional parking resources.

Many municipalities across the country utilize shared parking. In addition to the concern about ensuring that tenants still have spaces, there is a concern about the liability associated with having the general public parking on private lots. Some cities lease the lots from the private owners, which makes the leaseholder liable; the leaseholder carries the insurance for public parking in the lot, as well as paying other expenses such as lighting, cleaning, snow removal etc. A limitation of liability is important.

Parking Auxiliary Fund

Set aside any parking revenues into a separate parking auxiliary enterprise to fund enforcement costs and basic maintenance of the parking system.

Recommendation: Revenues collected related to parking should be set aside and tracked the operational costs of the parking system. An operational policy to create a parking auxiliary fund for the public parking system should be explored to ensure that funds are available to maintain assets and to provide quality parking services.

Conclusion

The Town of Carrboro is at decision-point in the management of downtown public parking. The current system of providing free parking with limited to no enforcement of posted time limits is not sustainable and requires funding to make improvements to ensure the public parking assets can easily be identified and used by visitors. Implementing the changes, including paid parking, can produce positive results in the community by covering operational costs while encouraging walking and biking to reduce congestion and environmental impacts.

09 APPENDIX – Stakeholder Meetings



DATE:	September 21, 2021
TO:	Jon Hartman-Brown, Economic Development Director
COMPANY:	Town of Carrboro
ADDRESS:	
CITY/STATE:	Carrboro, NC
COPY TO:	Jon Martens
FROM:	David Garza
PROJECT NAME:	Town of Carrboro Downtown Parking Study
PROJECT NUMBER:	19-001201.00

Title: Stakeholder Input Session with Carrboro Business Alliance Meeting Date: Friday September 17, 2021 Meeting Platform: Zoom Meeting Time: 9:15 a.m. EST

Participants:

Katie Loovis, <u>The Chamber For a Greater Chapel Hill-Carrboro</u> Rae Mosher, <u>Carrburritos Taqueria</u> Josh Moorhead, <u>Weaver Street Market</u> David Jessee, J&J Futures, photographer, and local commercial property owner (<u>106 S. Greensboro Street</u>) Scott Conary, <u>Open Eye Cafe</u> and <u>Carrboro Coffee Roasters</u> Miles Fitch, <u>Fitch Lumber Co.</u> Nathan Milian, <u>Carr Mill Mall</u> Jon Hartman-Brown, Economic Development Director, <u>Town of Carrboro</u> David Garza, Walker Consultants

Issue Summary:

- Parking is an issue, and it is urgent getting a study and a process in place that is correct.
- Rae Mosher: limited onsite parking spaces at restaurant and needs turnover for pick-up operations.
- Only insiders know where the hidden parking is, it is not clear where public parking is or how to find it.
- Lack of a centralized public parking location.
- Would like to see a "park-once" concept in place for the downtown.
- Example of Hillsboro, NC parking deck supporting a park once concept.
- Philosophical debate as to who should own and manage public parking.
- David Jessee: tried shared parking and encountered challenges, had to hire someone to direct parking users.
- David Jessee: vision is for a centralized parking deck.
- Would like to see more patio spaces.
- Parking to support a multi-point shopping experience and minimize having to move vehicle.
- Currently no parking enforcement and parking is not well managed.
- All day free parking is putting a strain on the turnover of the parking supply.
- We want a balance between welcoming visitors and shoppers while not straining current resources.
- Parking minimums are in place that most businesses cannot currently meet.
- Business owners have had to find informal solutions e.g., leasing employee spaces from neighboring owners.



- Miles Fitch: lumber retail business has a surplus of spaces for public consumption after-hours.
- Scott Conary: want's parkers to come into store.
- Nathan Milian: Mall has sufficient parking. Concerned that private lots should not be included in public inventory study and is concerned about future parking adequacy should public spaces go away with new developments.
- "Fragility" or impermanence of the public parking supply with leased spaces not guaranteed in perpetuity as part of the public parking space inventory.
- Question as to what the appropriate ratio of public parking spaces to total parking space inventory should be in a downtown.
- Town owns only one parking lot; remaining facilities are leases between private owners and Town.
- Carrboro has a compact and walkable urban form.
- Covid-19 is a concern regarding stability of businesses and parking utilization results while some restaurants are busy again.
- Some businesses support environmental sustainability approaches of the Town but want to be pragmatic about parking access for businesses and do not want to discourage users
- Important to show parking utilization by "sub-areas" or zones.
- Chapel Hill Parking Study was well received.
- No clarity on the number of downtown employees, no one has detailed records to share.
- High-level employee figures: as many as 4,000 downtown employees (with perhaps 2,000 outside nonresident commuters)
- UNC Park-and-Ride students utilizing Town of Carrboro free parking and no enforcement is occurring.
- Sidewalks are insufficient in some areas to support greater parking and walkability.
- Rae Mosher: would like to see a "holistic" approach that is comprehensive and thoughtful.
- David Jessee: would like to see a centrally located and visible parking resource.
- Need greater bike parking areas.
- Miles: there is an economic impact if private spaces disappeared.
- Case Study: Chapel Hill, NC that made a concerted effort to address and manage their parking.
- Katie: references a zonal analysis performed for Chapel Hill that shows adequacy by zone or district, would like to see the study area divided by sub-areas and analyzed as such.
- Need to display walking distance radius from parking areas in sub-district maps.



DATE:	September 23, 2021, updated November 11, 2021
TO:	Jon Hartman-Brown, Economic Development Director
COMPANY:	Town of Carrboro
ADDRESS:	
CITY/STATE:	Carrboro, NC
COPY TO:	Jon Martens
FROM:	David Garza
PROJECT NAME:	Town of Carrboro Downtown Parking Study
PROJECT NUMBER:	19-001201.00

Title: Stakeholder Input with Town of Carrboro Staff and Elected Officials Meeting Date: Friday September 17, 2021 Meeting Platform: In-person, Zoom Meeting Time: 11 a.m., 1:15 p.m., 2:15 a.m., 3:15 p.m., 4:15 p.m. (Zoom)

Participants:

<u>Staff</u> Richard White, Town Manager Trish McGuire, Zachary Hallock, Carrboro Planning Department

<u>Elected Officials</u> Lydia Lavelle, Town Mayor Barbara Foushee, Mayor Pro Tempore Randee Haven-O'Donnell, Town Councilmember Susan Romaine, Town Councilmember Sammy Slade, Town Councilmember Damon Seils, Town Councilmember Jacquie Gist, Town Councilmember David Garza, Walker Consultants Jon Martens, Walker Consultants

Walker interviewed elected officials and Town of Carrboro Staff as part of the stakeholder input process. The following content summarizes key issues, insights, and ideas discussed by participants interviewed by Walker Consultants representatives.

Issue Summary:

Interview with Sammy Slade, Town of Carrboro Council

- Sammy Slade: Goal should be to tap into private spaces thru shared parking agreements.
- Shared resources with Walker Consultants from a Nelson Nygaard parking study.
- Sammy: revenue and cost sharing for a public-private solution should be explored.
- Sammy: would like to see a presentation of options including parking rates and parking delivery models e.g., BID districts and parking improvement districts.
- Sammy: case studies would be helpful to see to educate the public on trade-offs.
- Transit is currently free for users.
- Public dollars have been spent on wayfinding signage, need to follow-up on that item.

- Sammy: provided background on the Hampton Inn garage; 5-year lease as a tool for economic development.
- Sammy: would like to see a park once model.
- Sammy: believes other non-fossil fuel motorized modes should be promoted by the Town.

Interview with Damon Seils, Town of Carrboro Council

- The Town does have a parking plan that was adopted by the Council.
- Damon thought it was a good study, a lot of the recommendations have not been implemented.
- Some in the business/merchant community do not recognize the previous study report.
- Would like to see the current study address: 1) the management of existing resources 2) options for paid parking.
- Issues are that the supply is piecemeal, and we have long-term parkers, some UNC students are using Carrboro parking resources because parking is free and conveniently located along a bus corridor.
- Public lots should be there to support turnover and short-term parking.
- Downtown access is fixated around parking.
- The Town would be willing to be a centralized parking solution provider if they had the participation of private owners for a joint public-private solution.
- Currently underutilized parking areas.
- Enforcement is not occurring.
- Employee parking permit program.
- Would be interested in an ambassador approach to enforcement that is not overly punitive.
- Will the new library public parking garage charge rates or not?
- Validation programs discussed for library users.

Interview with Jacquelyn Gist, Town of Carrboro Council

- Shared parking with Car Mill Mall will not work as a solution, owner representative not interested in selling or leasing spaces.
- Frustrating that nobody knows how many employees need parking downtown.
- Walking and biking is good, but we must have parking for the businesses.
- 302 Library project will remove 86 existing spaces and rebuild 173 spaces (net 87 spaces).
- Believes this project will alleviate some of the parking needs and prevent residential spill over.
- Need to consider residential parking program at some point.
- Parking lots need to enforce time limits.
- Ambivalent about paid parking and that potentially negatively impacting businesses who are just recovering from the pandemic, however, would be supportive if some free options are maintained for disadvantaged communities.
- Shuttles and transit are good, however personally has not taken busses since Covid-19 pandemic.
- Transit ridership was strong pre-pandemic.
- Bus service routes have been reduced due to the pandemic.
- We do not want to be a free parking resource for UNC and Chapel Hill.



Interview with Town of Carrboro Planning Department

- Property values are high in the Town which influences redevelopment opportunities.
- Cost to redevelop small parcels are high and land assemblage is an issue.
- Lack of available parcels that offer greater infill density opportunities.
- Currently engaged with a Town Comprehensive Plan.
- Street widths vary throughout the Town.
- In 2019, about 13% of the commute mode share was from transit.
- Pre-pandemic there was healthy transit ridership.
- Former CVS property has a permit for development.
- Library will provide some public parking.
- There is an RFP for Chapel Hill/UNC bike share as one cohesive system.
- Might be employer surveys around Transportation Demand Management (TDM).

Richard White, Town Manager

- Asked Walker several questions about the parking study.
- New to the position so did not provide any specifics around the issues.
- Is eager to receive the study and engage the community on the issues around parking.

ADDITIONAL ZOOM INTERVIEWS - OCTOBER AND NOVEMBER 2021

Interview with Randee Haven-O'Donnell, Town of Carrboro Council

- Business owners and immediate downtown residents voice concern about parking
- 203 Project on South Greensboro project with county public library
- Carrboro doesn't have a municipal library
- This library will be serving southwest Orange Co.
- Who is going to go downtown will shift
- What should parking plan look like?
- Homeowners' associations and commuting residents are an important constituency
- How will we engage this group? This is an issue that is not popular on Council, Randee thinks the focus is downtown centric and her district is not downtown
- Neighborhood engagement will be important
- Resident's input is needed with any decision on rates or no rates
- Likes the idea of a residential tag
- We cannot put ourselves in a situation where we are doing something regressive
- Outbound commute 90%
- Our goal is to reinforce the local living economy we must be sure the very people we want to spend money do not find it burdensome to be here
- 1 of 2 Council members live outside downtown
- 1. Engagement and input of neighbors
- 2. Residential tag has access to free parking
- Look at sub areas of the geography
- Parking wayfinding


TOWN OF CARRBORO PARKING STUDY STAKEHOLDER MEETING SUMMARY

PROJECT # 19-001201.00

- Private lots in various spots
- Electronic signs and Parking App
- Parking demand model for the next five to ten years with more density for downtown residential
- Decouple parking from residential

At least signal that if we do densify there are parking space generation requirements

- Infrastructure needs to be developed with
- Maximize shared parking
- Robust public transit

Interview with Lydia Lavelle, Town Mayor (outgoing Mayor)

- Previous study identified % of the parking not controlled by Town
- It makes sense to try to harness existing parking
- A lot of smaller lots have informal arrangements with users
- Moving forward we need to get a better handle on how things exist
- How much longer should we continue to rent spaces versus building a deck
- 203 Project
- We always knew Hampton spaces would be temporary
- We want to find parking for Library parking for patrons
- It is unreasonable to expect public parking
- We need to incentivize business to build on existing footprint
- Spaces in Hampton deck- might be needed?
- Some of the most accessible parking is in private hands
- You need to have convenient parking right outside your door
- Downtown Carrboro ½ mile radius
- We are situated in a way that we have a lot of opportunities
- Need improved wayfinding
- Need greater awareness of public parking spaces
- I feel our supply is there for the time being
- 203 we investigated several parcels nearby which were cost prohibitive
- Validation of current study and/or real aggressive conversation with all lot owners in Town
- Fitch and Venable we need an effort to outreach to partners
- We don't have parking enforcement currently
- People like free access
- We might have to do something like that where we must consider enforcement
- Need employees to park in less convenient spaces so they are available for customers and visitors
- Sooner or later, we may have to consider paid parking after 203 Project
- BRT service
- Transit routes are down due to pandemic
- Bike parking covered, accessible, visible bike parking with the advent of E-Bikes
- Signage plan has been put on the back burner we intend to evaluate together with parking study

PROJECT # 19-001201.00

• 203 Project will take up 100 parking spaces that we have, we tried to recoup these spaces as much as we can onsite and offsite

Interview with Susan Romaine, Town of Carrboro Council

- Felt there was a disconnect with numbers and observations of previous study
- We are constantly looking at parking downtown
- I understand the business community, it is important that we are providing sufficient parking
- Parking needs to be in support of local economy
- I still see a lot of empty spaces, I am not feeling that urgency for additional parking resources
- Curious to get observations
- We don't have a lot of public parking; we have a lot of private parking which is pointing out the need to collaborate with businesses
- Explore more ways to lease parking
- Can private owners work together to collaborate?
- Ideas: we would do well with improved wayfinding, simpler process to find available parking
- Chapel Hill has an app and people are pleased with it
- I do think we can do more with parking enforcement
- Business owners near 203, college students parking and riding bike down to campus
- Enforcement can deal with the margins of these issues
- Address climate action goals, need of business community for access, car parking in the context of transit and sidewalks
- Susan found the businesses were split 50/50 on whether to support paid parking
- Susan: business owners are concerned about the cars sitting there hour after hour typing up a spot, is the answer paid parking or greater parking enforcement?

Interview with Barbara Foushee, Town of Carrboro Council

- Ask about previous study
- What is the current community engagement around this study?
- Breaking ground on the 203 projects
- Lost 100 spaces and seeking to provide adequate parking
- Public-private partnerships
- Wayfinding and Signage
- Barbara lives downtown
- North Carrboro districts are likely driving
- Commentary from families and ADA community needed
- Paid parking impacts for underserved populations
- We have to work and capture every sector of the community
- Bike community has a high advocacy
- Cars are still here and now- car parking still outweighs the bike
- We can educate public, but we still need car accommodation

PROJECT # 19-001201.00

- Paid Parking Have you come up with anything specific
- Equitable and even distributed solution
- Put staff in other lots
- Event parking needs music festivals





Agenda Item Abstract

File Number:22-136

File Type: Agendas

Agenda Date: 4/26/2022 In Control: Board of Aldermen

Version: 1

TITLE:

Resolution Entering into Parking Lease Agreement with Fitch Lumber **PURPOSE:** The purpose of this item is to authorize the Town Manager to sign a parking lease agreement with Fitch Lumber for temporary parking during the 203 Project construct. **DEPARTMENT:** Economic Development

CONTACT INFORMATION: Jon Hartman-Brown, 919-391-7846, JHartman-

Brown@CarrboroNC.gov

INFORMATION: The Town Council directed staff to acquire additional temporary parking spaces to offset the loss of parking spaces due to the construction of the 203 Project.

This agreement will lease approximately 51 spaces in Fitch Lumber's main lot for weekday evening and weekends through December 31, 2023. This will also include two ADA parking spaces. The lot will also need to be resurfaced in order to make it acceptable for public parking (estimated to be \$30,000).

Area	Spaces	Availability	Status	Completion
203 S. Greensboro (203 Project)	-100	24/7		
Dispute Settlement Center	+6	24/7	Not started	Q1 2022
CommunityWorx	+12	24/7	Not started	Q1 2022
309 N. Greensboro (Fitch)	+51	Evening & 24 hrs. Weekends	Under Council Review	Q1 2022
502B N. Greensboro (Fitch)	+20	24/7	Completed	
300 E. Main (behind ArtsCenter)	+62	Daytime	Completed	
Net Change	+51			

FISCAL & STAFF IMPACT: The lease will cost \$12,750 per year. There will be a one-time capital expenditure of approximately \$30,000 for the resurfacing of the lot.

RECOMMENDATION: Staff recommend approval of the lease agreement.

A RESOLUTION ENTERING INTO PARKING LEASE AGREEMENT WITH FITCH LUMBER

April 26, 2022

- **WHEREAS**, the Carrboro Town Council has committed to provide additional replacement public parking during the construction of the 203 Project; and
- WHEREAS, the Carrboro Town Council directed staff to identify and secure additional public parking leases to for the replacement of the current public parking at the 203 Project site; and
- **WHEREAS**, the Town staff have identified and negotiated a lease agreement with Fitch Lumber to provide fifty-one (51) spaces for parking through December 2023;

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

- Section 1. The Town Manager is authorized to sign an agreement with Fitch Lumber to secure a lease of fifty-one (51) spaces.
- Section 2. This resolution is effective immediately and a copy of this resolution shall be forwarded to the Town's Finance Officer.

Damon Seils, Mayor

ATTEST:

Wesley Barker, Town Clerk

NORTH CAROLINA ORANGE COUNTY

PARKING SPACES LEASE AGREEMENT

THIS LEASE AGREEMENT ("Lease") is made this _____ day of April 2022, by and between **Fitch Lumber Company, Inc.**, a North Carolina corporation ("Lessor"), and the **Town of Carrboro**, a North Carolina municipal corporation, formed and existing under the laws of North Carolina ("Lessee").

RECITALS:

Lessor is the owner of a parcel of land (the "Land") located at 309 North Greensboro Street in Carrboro, North Carolina (Orange County PIN 9778872082), and further described on Exhibit "A" attached hereto and made a part hereof (hereinafter the "Premises"), upon which Lessor has fifty-one (51) marked automobile parking spaces. Lessee desires to lease from Lessor pursuant to the terms set forth herein fifty-one (51) parking spaces, and the right of ingress, egress and regress for the parking spaces upon Lessor's Premises. Lessor is willing to lease the designated parking spaces and the right of ingress, egress and regress upon the Premises, to Lessee.

WITNESSETH:

NOW, THEREFORE, for good and valuable consideration further described herein, the receipt of which are hereby acknowledged, the Lessor and the Lessee agree to the following:

1. Lessor hereby leases fifty-one (51) parking spaces (and the right of ingress, egress and regress upon the Premises; collectively the leased parking spaces and the right of ingress, egress, and regress shall be referred to herein as the "Parking Area") identified on Exhibit A to Lessee to be used as public parking for a term commencing on May 1, 2022 ("Commencement Date") and ending on December 31, 2023 (the "Term") except that either party may terminate this Lease without further liability to the other upon providing written notice of such intent to terminate at least sixty (60) days prior to the date on which such termination is to be effective.

2. Lessor agrees to make the Parking Area available to Lessee, it servants, agents, employees, guests and members of the general public, as follows: Monday through Friday beginning at 5:30 p.m. to 7:00 a.m., and during all hours on Saturdays, Sundays and legal holidays. No overnight parking shall be permitted in the Parking Area. Lessee will honor any existing leases or uses of the Parking Area by the Lessor, so long as there is no impact the Lessee's ability to use the parking lot.

3. Lessee shall maintain the marked parking spaces and the drive aisles within the Parking Area during the Term of this Lease as stated in paragraph 5 below. Lessee will also monitor the Parking Area and shall enforce the time limitations established by this Lease for use thereof, including, in Lessee's discretion, towing vehicles which remain in the Parking Area after 2:00 a.m.

4. The Term of this Lease shall be automatically renewed and extended on a monthto-month term following expiration of the initial lease Term stated in paragraph 1 above unless either party provides the other with written notice of intent to not renew at least sixty (60) days prior to the expiration of the then current lease Term.

5. Rent during the Term shall be \$250.00 per marked parking space in the Parking Area per year, payable annually in one installment on or before the anniversary of the Commencement Date for each year during the Term of this Lease as shown on an invoice for that calendar year to be generated by Lessor and delivered to the Lessee at the address contained herein or emailed by Lessor to the Lessee's email address stated herein. The rent payment shall be prorated accordingly if the lease term incorporates less than a full year. Lessee shall use the Parking Area to provide general public parking for customers of downtown Carrboro businesses. Lessor shall not be required to make any improvements to the Premises prior to or after the commencement of the lease and Lessee shall maintain the Parking Area in the same condition as received, and upon the expiration or earlier termination hereof, Lessee shall return the Parking Area in the same condition as received, ordinary wear and tear and damage by casualty or condemnation excepted.

6. Lessee shall be responsible for all costs of improvements it deems necessary or appropriate to make the condition of the Parking Area of the Premises suitable for the parking lot use. Lessee shall also, at its sole cost and expense, provide signage on the Premises to identify the parking lot area which is the subject of this lease. Plans for all such improvements shall be approved by Lessor in advance of the work, such approval not to be unreasonably withheld, conditioned or delayed. Lessee agrees that during the Term of this Lease, Lessee will, at its own expense, keep and maintain the parking lot on the Premises in good condition.

Lessee agrees that it shall not, except with the prior written consent of Lessor, make any permanent structural alterations or additions to the lease area on the Premises. Lessor shall not unreasonably withhold, condition or delay said consent. If improvements are made, Lessee agrees that when completed, such improvements shall be free and clear of all claims for liens by mechanics or materialmen for and on account of labor and material, and Lessee indemnifies Lessor from and against any such costs, expenses and liabilities including, but not limited to, any and all liabilities from mechanic's, laborer's, or materialmen's liens.

Upon the expiration or termination of the term of this Lease, Lessee shall quit and surrender to Lessor the Premises and any permanent improvements. Any temporary structures installed during the Term of this Lease shall be removed by Lessee on or before the expiration or termination date of this Lease.

7. Lessee shall at all times during the Term carry commercial general liability insurance (or shall self-insure) covering Lessee's activities on the Premises insuring against liability for personal injury, bodily injury, including death and property damage for a minimum of \$1,000,000.00 per occurrence. Lessee shall forward to Lessor a certificate evidencing such insurance (or self-insurance) and such insurance shall not be cancelled or materially changed in

the scope or amount of coverage unless fifteen (15) days' advance written notice has been given to Lessor.

8. Except for damage or injury due to Lessor's negligence or wrongful conduct, Lessee hereby releases Lessor from any liability for damage to Lessee's property or injury to Lessee's agents, contractors, servants or employees.

9. Any notice required by this Lease shall be sent by certified mail, return receipt requested, with sufficient postage attached or by a nationally recognized overnight courier to the following addresses:

Lessor:	Fitch Lumber ATTN: David Fitch 309 N. Greensboro St. Carrboro, NC 27510
Lessee:	Town of Carrboro ATTN: Town Manager 301 W. Main Street Carrboro, NC 27510

10. If any Lease provision is invalid or unenforceable to any extent, then that provision shall become void and the remainder of this Lease shall continue in effect and be enforceable to the fullest extent permitted by law.

11. Lessor covenants that upon paying the rent and performing the covenants to be performed by Lessee, Lessee shall peaceably and quietly have, hold and enjoy the Parking Area during the designated times for the Term, including any renewal or extension periods. Lessee acknowledged, however, that Lessor may continue to enter and make use of the Premises including the Parking Area at all times except those stated in paragraph 2 above.

12. Each holding over after the expiration of the Term hereof, with the consent of Lessor, shall be construed to be a tenancy from month-to-month with rental payable at a rate of one-twelfth $(1/12^{th})$ of the yearly rental in advance and shall be on the terms and conditions herein specified so far as applicable.

13. In consideration of the signing of this Lease, the parties hereto for themselves, their agents, officials, employees and servants agree not to discriminate in any manner on the basis of race, color, creed, national origin, age, handicap, sexual orientation, gender, gender identity or gender expression, with reference to this subject matter of this Lease, no matter how remote.

14. Lessee shall be responsible for all existing landscape and other maintenance of the Parking Area during the Term.

15. During the term of this Lease, Lessor shall be responsible for and shall pay all property taxes and assessments which may be assessed or levied upon the Property.

16. Upon the expiration or termination of this Lease or any extension thereof, Lessee shall promptly surrender possession of and vacate the Leased Premises and deliver possession thereof to Lessors.

17. Lessor and Lessee agree that all provisions hereof shall bind and inure to the benefit of all parties hereto, their respective heirs, legal representatives, assigns, and successor or successors.

18. This Lease shall be governed by the laws of the State of North Carolina, without regard for choice of law rules. Venue for any action associated with this Lease shall be in the Superior Court of Orange County, North Carolina.

IN WITNESS WHEREOF, Lessor and Lessee have caused this Lease to be executed by duly authorized individuals or officers (as the case may be) and their seal, if any, to be hereunto affixed, and the Lessee's Town Council authorization having been duly given, as of the day and year first above written.

LESSOR: Fitch Lumber Company, Inc.

By:

David Fitch, _____(title)

LESSEE: Town of Carrboro

By:

Richard White, Town Manager

ATTEST:

Wesley Barker, Town Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director



