



TOWN OF CARRBORO

PLANNING BOARD JOINT ADVISORY MEETING

301 West Main Street, Carrboro, North Carolina 27510

JUNE 4, 2020 – REMOTE MEETING

MEMBERS	GUESTS	STAFF
Catherine Fray, Chair		Trish McGuire
David Clinton		Tina Moon
Braxton Foushee, Vice Chair		Marty Roupe
Rachel Gaylord-Miles, Vice Chair		Laura Janway
Kirsten Leloudis		James Thomas
Elmira Magnum		Marsha Pate
Eliazar Posada		
Susan Poulton		
Bruce Sinclair		
Rasam Tooloee		

Town Council Liaisons: Susan Romaine, Barbara Foushee, Randee Haven-O'Donnell

Absent/Excused: n/a

I. WELCOME & AGENDA ADJUSTMENTS

Catherine Fray opened the meeting at 7:35 PM and welcomed members of the Appearance Commission and Environmental Advisory Board. Staff provided an overview of the meeting agenda, the joint advisory board meeting process, and recommended modifications for a remote meeting format.

There were no adjustments to the agenda.

II. JOINT REVIEW

A) Land Use Ordinance Text Amendment to Establish a Climate Action and Environmental Sustainability Commission

Moon provided the staff presentation for all three boards, which included a short review on the steps leading to the proposed text amendment and an overview of the key elements. As drafted, the existing Environmental Advisory Board would sunset; existing members can apply for appointment to the new Climate Action and Environmental Sustainability Commission. The CAESC would continue the work of the EAB including review of development proposals and amendments but would also advise the Town Council on matters related to the implementation of the Town's climate action plans. The commission would have nine members, two with expertise relating to climate action and/or community organizing relating to climate action or similar matters.

Advisory board members discussed the draft ordinance, the composition of the new commission and its duties. Much of the discussion focused on the inclusion of duties relating to development review

1 and advancing the climate action plans, how best to accomplish both tasks in a single commission,
2 whether additional meetings or subcommittee meetings would be needed, and associated staff
3 support.
4

5 **B) Land Use Ordinance Text Amendment to Establish Regulations for Small and**
6 **Micro-Wireless Facilities**

7
8 Moon provided a short presentation to the Planning Board and Appearance Commission regarding
9 the proposed LUO text amendment relating to regulations for 5G wireless technology. Moon noted
10 that the amendment is needed to align Town regulations with North Carolina legislation. Local
11 governments have limited areas of discretion including: minimum separation requirements between
12 poles, compliance with adopted design standards, safety—maintaining sight distances and access to
13 the sidewalk, and some control over the height of poles based on residential zoning districts with
14 underground utilities.
15

16 Advisory board members asked questions and offered comments. Roupe responded to questions
17 relating to the separation standards and noted that increasing the distance to 500' would likely need to
18 gaps in service. Further comments focused on aesthetics with regard to the number and location of
19 new poles and wireless support structures, the number of poles anticipated in the short and long term.
20 There was also discussion with regard the network build-out in Carrboro in the downtown areas and
21 further out into the ETJ and northern transition area.
22

23 *The Joint Review portion of the meeting ended at 9:34.*
24

25 **III. APPROVAL OF MINUTES**

26
27 Posada moved to approve the minutes; Leloudis seconded the motion. **VOTE:** AYES (10) Fray,
28 Clinton, Foushee, Gaylord-Miles, Leloudis, Mangum, Posada, Poulton, Sinclair, and Tooloee; **NOES**
29 (0); **ABSTENTIONS** (0); **ABSENT/EXCUSED** (0). The May 7, 2020 Planning Board minutes were
30 approved.
31

32 **IV. OTHER MATTERS**

33
34 After the joint review portion of the meeting, members decided to focus on the recommendation
35 for the Small and Micro-Wireless facilities first.
36

37 **B) Land Use Ordinance Text Amendment to Establish Regulations for Small and**
38 **Micro-Wireless Facilities**

39
40 After further discussion, Planning Board members voted to recommendation adoption, with the
41 inclusion of the summary statement below:
42

43 The Planning Board encourages the consideration of equity in the distribution of 5G infrastructure.
44 Every neighborhood, urban and rural, including neighborhoods in the Town's extraterritorial
45 jurisdiction, should be able to benefit from this technology.
46

47 Encourage collocation and the use of existing poles for new wireless facilities to the extent possible.
48 Applicants seeking to install 5G small wireless facilities should take advantage of the opportunity of

1 trenching and bury existing utilities. Consider appearance/design of new poles to respect the
2 surrounding area and neighborhood residents. Tree removal should be limited as much as possible.
3 Invasive plants should not be used for screening or landscaping; native plants should be.
4

5 Motion was made by Foushee and seconded by Clinton that the Planning Board of the Town of
6 Carrboro recommends that the Town Council approve the draft ordinance, with the above comments.
7

8 **VOTE:**

9 AYES: (10) Fray, Clinton, Foushee, Gaylord-Miles, Leloudis, Mangum, Posada, Sinclair, Tooloe,
10 Poulton

11 NOES: (0)

12 ABSTENTIONS: (0)

13 ABSENT/EXCUSED: (0)
14

15 **Associated Findings**

16
17 By a unanimous show of hands, the Planning Board membership indicated that no members have any
18 financial interests that would pose a conflict of interest to the adoption of this amendment.
19

20 Motion was made by Foushee and seconded by Posada that the Planning Board of the Town of
21 Carrboro finds the proposed text amendment, which will align the provisions of the Land Use
22 Ordinance dealing with towers and antennas to recent state legislation is consistent with the
23 provisions in section 15-2 which specifies the authority granted to the Town through state enabling
24 legislation.
25

26 Furthermore, the Planning Board of the Town of Carrboro finds the proposed text amendment is
27 reasonable and in the public interest because the Town seeks to remain consistent with its adopted
28 plans or policies.
29

30 **VOTE:**

31 AYES: (10) Fray, Clinton, Foushee, Gaylord-Miles, Leloudis, Mangum, Posada, Sinclair, Tooloe,
32 Poulton

33 NOES: (0)

34 ABSTENTIONS: (0)
35

36 **A) Land Use Ordinance Text Amendment to Establish a Climate Action and**
37 **Environmental Sustainability Commission**
38

39 Planning Board members discussed the proposal to establish the new commission, including the
40 breadth of the CAESC's charge and duties and by association amount of work. Members also
41 discussed the important work relating to implementing the Community Climate Action Plan, and
42 the need to include all members of the community. The Planning Board voted to recommend that
43 the Town Council approve the text amendment establishing Climate Action and Environmental
44 Sustainability Commission and included a substantial introductory statement.
45

46 The Planning Board supports the name of the new commission and the emphasis on climate action.
47 There may be benefit to adding even more seats to increase the membership to more than nine.
48 Please consider appointing the existing three members of the EAB to the new commission for
49 continuity and institutional knowledge so that the CAESC can continue the work on the climate
50 action plans that the EAB has begun without losing momentum. Ways to improve accessibility and

1 diversity to better include all members of the community in both the commission and outreach are
2 not just encouraged but essential for this work, this includes the distribution of printed and
3 electronic material in all of the languages broadcasted in the area and translation services at
4 meetings. In addition, encouraging the use of asynchronous options and triaging to increase the
5 capacity of the board to take on this important work is recommended. It is important for the
6 CAESC be appointed as soon as possible. If a delay is anticipated, the new members should be
7 appointed to the EAB so that the board can be at full strength during this transition.
8

9 Motion was made by Posada and seconded by Foushee that the Planning Board recommends that
10 the Town Council approve the draft ordinance with the inclusion of the above comments.
11

12 **VOTE:**

13 **AYES:** (10) Clinton, Foushee, Fray, Gaylord-Miles, Leloudis, Mangum, Posada, Poulton, Sinclair,
14 Tooloee

15 **NOES:** (0)

16 **ABSTENTIONS:** (0)

17 **ABSENT/EXCUSED:** (0)
18

19 **Associated Findings**
20

21 By a unanimous show of hands, the Planning Board membership also indicated that no members
22 have any financial interests that would pose a conflict of interest to the adoption of this amendment.
23

24 Motion was made by Foushee and seconded by Gaylord-Miles that the Planning Board of the Town
25 of Carrboro finds that the proposed text amendment is consistent with Carrboro Vision2020 in the
26 support of environmental protection and promotion, specifically Provision 5.22 to set policies to
27 protect creeks, streams ponds and lakes, and Provision 5.31 to promote energy conservation,
28 alternative and renewable energy, as well as the Community Climate Action Plan which speaks to
29 the role of an advisory board to help guide implementation.
30

31 Furthermore, the Planning Board of the Town of Carrboro finds that the proposed text amendment
32 promotes efficient and effective government which is in the public interest.
33

34 **VOTE:**

35 **AYES:** (10) Clinton, Foushee, Fray, Gaylord-Miles, Leloudis, Mangum, Posada, Poulton, Sinclair,
36 Tooloee

37 **NOES:** (0)

38 **ABSTENTIONS:** (0)

39 **ABSENT/EXCUSED:** (0)
40

41 ***IV. ADJOURNMENT***

42 *Motion was made by Posada and seconded by Poulton that the Planning Board meeting adjourn;*
43 *the June 4, 2020 Planning Board meeting ended at 11:20 PM.*
44