



TOWN OF CARRBORO

PLANNING BOARD

301 West Main Street, Carrboro, North Carolina 27510

APRIL 1, 2021 -- REMOTE (ZOOM) MEETING

MEMBERS	GUESTS	STAFF
Catherine Fray, Chair	Mark Phillips, Applicant	Tina Moon
Braxton Foushee, Vice Chair	London Oliverio, Applicant	Marty Roupe
David Clinton		Zach Hallock
Elmira Mangum		Laura Janway
Susan Poulton		Marsha Pate
Bruce Sinclair		
Rasam Tooloee		

Absent/Excused: (2) Rachel Gaylord-Miles, Eliazar Posada

Town Council Liaisons: Susan Romaine, Jacquelyn Gist, Randee Haven-O'Donnell

I. WELCOME & INTRODUCTIONS

Catherine Fray opened the meeting at 7:33PM and welcomed advisory board chairs/staff liaisons. The Transportation Advisory Board, Environmental Advisory Board and Appearance Commission had quorums. One member of the Northern Transition Area Advisory Commission attended.

There were no changes to the agenda. David Markelwicz of the Appearance Commission, however, noted a correction for the joint review portion of the March 4, 2021 Planning Board minutes. Mr. Markelwicz had made a comment during the presentation of the 203 Project, that softness was needed on the Carr Street side of the project where it interfaces with the existing mill homes—not, as the minutes recorded, that the softness was sensitive and attractive. Staff to correct.

II. JOINT REVIEW

(A) Concept Plan Review for Daycare Facility at 600 Homestead Road

Staff member Marty Roupe provide a brief overview of the process for reviewing a concept plan and identified some specific items that advisory boards may wish to address in their comments. Roupe introduced the project applicants Mark Phillips and London Oliverio, from Pabst Design Group out of Raleigh. The applicants described their proposal to renovate the existing 3200 square foot building at 600 Homestead Road for use as a daycare facility for 16 to 20 pre-school aged children. The two-acre lot has street access to Homestead Road and Lake Hogan Farm Road. An NCDOT driveway permit will be need and may require improvements, including possible turn lanes to accommodate vehicular queuing while waiting to turn onto the property.

1 Site improvements include modifications to the existing gravel area to provide for formal
2 parking areas and increased number of marked spaces for employee use and child drop off. A
3 brief review of the preliminary changes were included in the discussion. Fray opened the floor
4 for comments/questions which included:
5

- 6 • Fencing will be important to keep children from wandering from outdoor play areas into
7 the streets. Fencing should be attractive.
- 8 • Consider closing one of the existing entrances, (Homestead Road was identified); a one-
9 way circulation pattern should help internal stacking.
- 10 • Consider pedestrian improvements such as sidewalks, particularly along Homestead
11 Road.
- 12 • Be sure to provide sufficient bicycle parking. Some parents may bring children by
13 bicycle.
- 14 • Each classroom will need a separate entrance and bathroom.

15
16 The applicants reported that they are focusing on the site improvements associated with the
17 project and that a separate architectural firm will address changes to the building. They believe
18 there will be no expansion of the building. A kitchenette will be used rather than a full kitchen.
19

20 *The Joint Review Portion of the Meeting ended at 8:05PM.*
21

22 **III. APPROVAL OF THE MINUTES**

23 Clinton moved to approve the March 4, 2021 minutes with corrections; Foushee seconded the
24 motion.
25

26 **VOTE:** AYES (7) Fray, Foushee, Clinton, Mangum, Poulton, Sinclair, and Tooloe.

27 **NOES** (0); **ABSENT/EXCUSED** (2); Gaylord-Miles, Posada

28 The March 4, 2021 Planning Board minutes were approved.
29

30 **IV. OTHER MATTERS**

31 **(A) Concept Plan Review for Daycare Facility at 600 Homestead Road**

32

33 The Planning Board reviewed comments and agreed on the following recommendations for the
34 Town Council:

- 35 • The number of children will drastically affect the requirements of the use on this site.
36 Play area, shading, parking, drop-off/pickup line, and traffic circulation needs would all
37 be changed dramatically, as well as the impact on surrounding sites.
- 38 • Take advantage of the flexibility provided by the LUO with regards to the presumptive
39 parking standard, with the goal being to get as much parking as the business actually
40 needs.
- 41 • Plan ahead to ensure that there is sufficient fenced, shaded play space using attractive and
42 safe and landscaped fencing.
- 43 • Be forward thinking in planning for kitchen/kitchenette/toilet/sink spaces to include
44 safety and ventilation improvements (i.e covid safety) per DHHS standard.

- 1 • Consider connecting sidewalks to the surrounding sidewalk network wherever possible.
- 2 • Consider how to arrange circulation and parking to avoid cars backing up onto Lake
- 3 Hogan Farm Road during peak pickup/dropoff times.
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- 16 Hogan Farm Road during peak pickup/dropoff times.

17 **(B) Update on Amendments Relating to G.S. Chapter 160D**

18 Moon provided a short PowerPoint on draft text amendments being prepared to bring the Land
19 Use Ordinance into compliance with the adoption of G.S. Chapter 160D. This covers the third
20 such installment; the Town Council is scheduled to receive its presentation on the third
21 installment on April 6, 2021.

22

23 Draft amendments for the final eight articles of the Land Use Ordinance included:

- 24 • Article I, General Provisions
- 25 • Article II, Basic Definitions and Interpretations
- 26 • Article XIII, Recreational Facilities and Open Space
- 27 • Article XIV, Streets and Sidewalks
- 28 • Article XV, Utilities
- 29 • Article XVI, Flood Damage Prevention, Stormwater Management, and Watershed
- 30 Protection
- 31 • Article XVIII, Parking
- 32 • Article XIX, Screening and Trees

33

34 Moon reviewed notable changes:

- 35 • General updates will include updating the citations to the North Carolina General Statutes
- 36 to reflect the adoption of Chapter 160D.
- 37 • Changing language to be more gender neutral.
- 38 • Replacing the name of the Board of Aldermen to the Town Council.
- 39 • Removing condition use districts and conditional use permits—these will be
- 40 automatically converted to conditional districts and special use permits, respectively.
- 41 • Other changes required by Chapter 160D or other adopted state statutes that have not yet
- 42 been incorporated into the LUO include adding language relating to ADA curb cuts in
- 43 Appendix C, updating North Carolina department names as the approval agencies for
- 44 well and sewer services, adding language to clarify when a developer is not required to

1 bury utilities, and reviewing the existing provisions for compliance with state limitations
2 on residential density in watershed protection areas.
3

4 **V. ADJOURNMENT**

5 Motion was made by Foushee to adjourn the meeting, and seconded by Poulton.

6 The April 1, 2021 Planning Board meeting was adjourned by unanimous vote at 8:57 PM.
7