



TOWN OF CARRBORO

PLANNING BOARD

301 West Main Street, Carrboro, North Carolina 27510

MAY 7, 2020 -- REMOTE MEETING

MEMBERS	GUESTS	STAFF
Catherine Fray, Chair	Heather Ferrell	Trish McGuire
David Clinton	Aspen Romeyn	Tina Moon
Braxton Foushee, Vice Chair	Richard Turlington	Marsha Pate
Rachel Gaylord-Miles, Vice Chair		Rebecca Buzzard
Kirsten Leloudis		Anne-Marie Vanaman
Elmira Magnum		
Eliazar Posada		
Susan Poulton		
Bruce Sinclair		
Rasam Tooloee		

Town Council Liaisons: Susan Romaine, Barbara Foushee

Absent/Excused: n/a

**I. WELCOME & AGENDA ADJUSTMENTS**

Catherine Fray opened the meeting at 7:35 PM, and welcomed members of the Affordable Housing Advisory Commission (AHAC). Staff provided a brief overview of the meeting agenda, the joint advisory board meeting process and recommended modifications for the remote meeting format.

There were no adjustments to the agenda.

**II. JOINT REVIEW**

**A) Draft LUO Text Amendments relating to residential uses in the B-1(c) District**

Moon provided a short presentation to the Planning Board and Affordable Housing Advisory Commission (AHAC) on the request for a text amendment and outlined the different parts of the draft ordinance. The applicants have requests the amendment to allow residential uses on the ground floor of the B-1(c) zoning district (Town Center Business) to advance an affordable housing proposal. Residential uses are allowed in the district, just not on the ground floor. The draft ordinance would, if approved, allow such uses on the ground in very specific circumstances:

1. the property is less than 10,000 square feet,
2. the preexisting land use is residential,
3. the development creates no more than four dwelling units, and
4. every dwelling unit is an affordable housing unit (per the description of affordable housing unit in Section 15-182.4(b) of the LUO.

The draft ordinance also allows for modifications to other provisions in the LUO, such as the standards in Section 15-185.1 (Downtown Neighborhood Protection Overlay), Section 15-204 (Downtown Livability Area and Urban Living Amenities), Section 15-178 (Architectural Standards

1 for Downtown Development), and Article XIX (Screening and Trees) relating to canopy cover and  
2 screening would also be allowed subject to criteria.

- 3
- 4       ▪ Planning Board and AHAC members asked a number of questions for clarification to
- 5       staff and the applicant team, and offered comments. These can be summarized as
- 6       follows:
- 7       ▪ Clarification with regard to the requirement for tree screening between the subject
- 8       property intended for residential use and the neighboring car repair business.
- 9       ▪ The definition of affordable housing units Section 15-182.4(b).
- 10       ▪ How does this project fit within the Town’s long-term goals for ADUs, and what
- 11       requirements are set in place to ensure that they will stay affordable in the long-term?
- 12       *(Applicant response - All 4 townhomes would be affordable units built by Habitat for*
- 13       *Humanity which holds a 99 year ground lease. Target ownership: 80% of AMI with two*
- 14       *of the four units intended for seniors.)*
- 15       ▪ Details regarding canopy coverage, how much is the applicant proposing? *(Applicant*
- 16       *response: they anticipate saving the Pecan tree near the rear parking area and will*
- 17       *double the amount of canopy coverage currently on the site.)*
- 18       ▪ How much parking is proposed for the project, where will it be located? *(Applicant*
- 19       *response: there will be 5 south facing spaces in the southeast portion of the site, away*
- 20       *from the Pecan tree root zone.)*
- 21       ▪ How will the building be oriented? *(Applicant response: two townhomes are proposed.*
- 22       *One would face north and front on Cobb Street, the other would face east and front on*
- 23       *Broad Street.)*
- 24       ▪ Members of the AHAC voiced support for the applicant team and their work on
- 25       affordable housing in the community.
- 26       ▪ Rebecca Buzzard, the Community and Affordable Housing Director provided some
- 27       history of project. The property has been land banked for two years during which time
- 28       the applicant team worked with the Compass Group to determine the greatest interest for
- 29       the neighborhood—higher density housing for seniors that was affordable.
- 30       ▪ The size of the proposed townhouses were identified as two, two bedroom units are about
- 31       1100 sqft., and two, three-bedroom units at about 1200 sqft.
- 32       ▪ If the text amendment is approved, the target timeline for project completion would be to
- 33       start building in September and be finished in the spring of 2021. Covid19 may impact
- 34       project completion date.
- 35

36 *The Joint Review portion of the meeting ended at 8:30 PM. AHAC members left the meeting.*

37

38 **III. APPROVAL OF MINUTES**

39 Posada moved to approve the minutes; Clinton seconded the motion.

40 **VOTE:** AYES (10) Fray, Clinton, Foushee, Gaylord-Miles, Leloudis, Mangum, Posada, Poulton,  
41 Sinclair, and Tooloe; **NOES** (0); **ABSTENTIONS** (0); **ABSENT/EXCUSED** (0).

42 The April 30, 2020 Planning Board minutes were approved.

43

44 **IV. OTHER MATTERS**

45

46 **A) Draft LUO Text Amendments relating to residential uses in the B-1 (c) District**

47

48 Planning Board members discussed the draft ordinance as a standalone amendment to the LUO as  
49 well as an application to advance a specific affordable housing project. Members noted the  
50 applicant team’s (Self-Helf Ventures Fund) work with the Marian Cheek Jackson Center and the

1 Compass Group to seek opportunities to provide affordable housing in neighborhood as part of  
2 the greater Northside Initiative.  
3

4 There was discussion about the affordable housing projects in general, were they affordable for  
5 target audiences at the time of construction and over time, would new construction increase the  
6 property values of surrounding properties and therefore have the potential to price existing  
7 residents out of their homes. If Habitat for Humanity was going to build the project, what type of  
8 record did they have on these issues? What guarantee would there be that the project would  
9 provide affordable housing and housing for older residents? If the project moves forward, the  
10 property would retain its commercial zoning status, but would be used for residential purposes.  
11 How to balance the need for increasing the tax base with providing affordable housing?  
12

13 Foushee moved to recommend the LUO text Amendment relating to residential uses in the B-1(c)  
14 District; Poulton seconded the motion, with an additional note in support of relocating the  
15 existing house or reuse to salvage reusable material.

16 **VOTE:** AYES (10) Fray, Clinton, Foushee, Gaylord-Miles, Leloudis, Mangum, Posada, Poulton,  
17 Sinclair, and Tooloe; **NOES** (0); **ABSTENTIONS** (0); **ABSENT/EXCUSED** (0).  
18

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

22 Poulton moved the associated findings and Gaylord-Miles seconded the motion. The Planning  
23 Board found proposed text amendment, relating to residential uses in the B-1(c) District  
24 consistent with *Carrboro Vision2020* particularly the provisions to support the wellbeing of  
25 special and vulnerable populations and provide housing for a diverse population, as well as Goal  
26 1.1 and 1.2 in the Town's Affordable Housing Goals and Strategies, to increase the number of  
27 homeownership units that are permanently affordable and to allow for increased density for  
28 affordable housing purposes.  
29

30 The Planning Board also found the proposed text amendment reasonable and consistent with the  
31 public health, safety and welfare by furthering the Town's efforts toward providing housing for  
32 all of its citizens.

33 **VOTE:** AYES (10) Fray, Clinton, Foushee, Gaylord-Miles, Leloudis, Mangum, Posada, Poulton,  
34 Sinclair, and Tooloe; **NOES** (0); **ABSTENTIONS** (0); **ABSENT/EXCUSED** (0).  
35

### 36 **B) Officer Elections**

37 After discussion, Planning Board members expressed consensus on a slate of officers consisting  
38 of Catherine Fray as Chair, Rachel Gaylord-Miles as first Vice Chair and Braxon Foushee as  
39 second Vice Chair. The vote was unanimous in support: **VOTE:** AYES (10) Fray, Clinton,  
40 Foushee, Gaylord-Miles, Leloudis, Mangum, Posada, Poulton, Sinclair, and Tooloe; **NOES** (0);  
41 **ABSTENTIONS** (0); **ABSENT/EXCUSED** (0).  
42

### 43 **C) Comprehensive Plan Committee Selection**

44 Discussion on this item was a continuation from the previous meeting on April 30<sup>th</sup>. Following  
45 the recommended framework for the Comprehensive Plan task force, the Planning Board has five  
46 seats on the committee: three are earmarked for the officers and the other two may be occupied  
47 by any other interested members. Three Planning Board members expressed interest: Elmira  
48 Magnum, Eliazar Posada and Rasam Tooloe. Each provided information as to their interest and  
49 potential contribution to the effort. After discussion, the group decided to recommend all three  
50 candidates to the Town Council, due to their diversity, knowledge, experience and skills.

1 Planning Board members expressed consensus on forwarding six members to the Comprehensive  
2 Plan Committee: Fray, Gaylord-Miles, Foushee, Mangum, Posada and Tooloe. The vote was  
3 unanimous in support: **VOTE:** AYES (10) Fray, Clinton, Foushee, Gaylord-Miles, Leloudis,  
4 Mangum, Posada, Poulton, Sinclair, and Tooloe; **NOES** (0); **ABSTENTIONS** (0);  
5 **ABSENT/EXCUSED** (0).  
6

7 **IV. ADJOURNMENT**

8 Motion was made by Poulton to adjourn the meeting, and seconded by Gaylord-Miles. The May  
9 7, 2020 Planning Board meeting was adjourned at 9:27 PM.