

## MEMORANDUM

TO: Chapel Hill Planning Board

FROM: Megan Wooley, Housing and Neighborhood Services Planner II  
Mary Jane Nirdlinger, Director of Policy and Strategic Initiatives

SUBJECT: Draft Central West Small Area Plan with Revisions

DATE: November 19, 2013

### **Recommendation from the Planning Board**

Tonight, the Planning Board is being asked to provide a recommendation to the Council about the draft Central West Small Area Plan with revisions that has been developed by the Central West Steering Committee.

The draft Central West Small Area Plan will return to the Council during their Business Meeting on November 26<sup>th</sup> for consideration and possible adoption. If adopted, the Central West Small Area Plan would be an amendment to the Chapel Hill 2020 comprehensive plan.

### **Background and Issues Raised by the Planning Board**

On October 1, 2013, the Steering Committee co-chairs provided the Planning Board an overview of the draft Concept Plan and the recommendations for bicycle and pedestrian amenities. The main concerns raised by the Planning Board during this meeting were the importance of conducting a traffic analysis of the draft Concept Plan and providing further consideration about the density and stormwater impacts.

On October 29, 2013, Town staff and Steering Committee co-chairs provided the Planning Board with information about the traffic analysis, density information, and addressing stormwater concerns. See Attachment 1 for the information provided in the October 29<sup>th</sup> staff memorandum to the Planning Board about these topics.

During this meeting, the Planning Board provided the Steering Committee with feedback about the draft Small Area Plan and asked questions. The Planning Board expressed an interest in seeing the Steering Committee's responses to their feedback before providing a recommendation to the Council about the draft Small Area Plan.

### **Draft Central West Small Area Plan with Revisions**

The Central West Steering Committee began meeting in December of 2012, and since that time, has been developing the draft Central West Small Area Plan. The draft Central West Small Area Plan can be downloaded from the following webpage: [www.townofchapelhill.org/centralwest](http://www.townofchapelhill.org/centralwest)

During the November 7<sup>th</sup> Steering Committee meeting, the Steering Committee reviewed the comments received about the draft Central West Small Area Plan, including the comments received from Planning Board members during the October 29<sup>th</sup> meeting. For the items that required additional discussion and

decisions, the Steering Committee decided how to incorporate these items into the draft Small Area Plan. For a list of the proposed revisions to the draft Central West Small Area Plan, see Attachment 2.

For a list of the comments received and the Steering Committee's response, see Attachment 3.

During their meeting on November 7<sup>th</sup>, the Steering Committee endorsed the draft Central West Small Area Plan with the revisions and amendments and requested that these be forwarded to the Council for their consideration.

### **Next Steps**

Tonight, the Planning Board is being asked to provide a recommendation about the draft Central West Small Area Plan to the Council.

The draft Central West Small Area Plan with revisions is scheduled to return to the Council during their Business meeting on Tuesday, November 26<sup>th</sup> at 6:00pm. The meeting will be held in the Southern Human Services Center Complex, 2501 Homestead Road, Chapel Hill.

## **Attachment 1: Information about Traffic Analysis, Density Calculations, and Addressing Stormwater Concerns**

*Provided to the Planning Board during their October 29<sup>th</sup> meeting as a part of the memorandum titled "Draft Central West Small Area Plan with Revisions"*

*Prepared by: Chapel Hill Planning Department, October 2013*

### **Traffic Analysis and Density Calculations**

Town staff, with help from the consulting firms of Rhodeside & Harwell and VHB, conducted a traffic analysis of the Steering Committee's draft Concept Plan.

The traffic analysis found that about 9,972 new daily trips would be generated by the proposed land uses in the Central West area. With mitigation measures, the average level of service (LOS) for the Martin Luther King Jr. Blvd. and the Estes Drive intersection would be LOS D at the AM and PM peak hours. The analysis estimates that the intersection would have a delay of 46.6 seconds in the AM peak hour and 49.9 seconds in the PM peak hour.

Some traffic mitigation measures are required in the Carolina North development agreement, and other measures will be required in order to mitigate background growth and Carolina North traffic. These include the following:

- Adding a northbound right-turn lane on Martin Luther King Jr. Blvd. (Required in Carolina North development agreement)
- Adding a southbound right-turn lane on Martin Luther King Jr. Blvd.
- Adding a third northbound lane on Martin Luther King Jr. Blvd., requiring a third receiving lane on Martin Luther King Jr. Blvd. north of Estes Drive

Additional mitigation measures are included as a part of the draft Central West Small Area Plan in order to mitigate the new trips. These measures are outlined in the draft Central West Small Area Plan in Chapter 5, and include the following:

- Adding a second southbound turn-lane on Martin Luther King Jr. Blvd., requiring a second receiving lane on Estes Drive east of Martin Luther King Jr. Blvd.
- Including internal circulation through new development
- Improving the bicycle and pedestrian amenities in the area
- Including a mix of uses that are accessible for pedestrians and within walking distance of the existing neighborhoods and other destinations in the area
- Providing transit access

### **Stormwater Concerns**

The draft Central West Small Area Plan emphasizes the importance of stormwater management for this area. Similar to the Ephesus Church-Fordham Boulevard Small Area Plan, the draft Central West Small Area Plan recommends the development of a Small Area Stormwater Management Master Plan for this area that would comprehensively address stormwater management. A comprehensive approach to managing stormwater is viewed as a more appropriate way to address stormwater concerns than a parcel by parcel approach.

The development of a Small Area Stormwater Management Master Plan would most likely begin after the possible adoption of a Small Area Plan for the Central West area.

**Attachment 2: Revisions and Amendments to the draft Central West Small Area Plan**

*Prepared by: Chapel Hill Planning Department, November 2013*

The following is the list of revisions and amendments recommended by the Central West Steering Committee for the draft Central West Small Area Plan. These were approved by the Central West Steering Committee during their November 7, 2013 meeting.

Number (for reference)	Revisions/Amendments
<b>Executive Summary</b>	
1	<p>Include the following statement in the Executive Summary, as the second paragraph under “Purpose of the Central West Small Area Plan”:</p> <p>The Central West Small Area Plan makes a conscious attempt to balance many considerations: respecting existing neighborhoods; preserving and enhancing the natural environment; developing a new neighborhood that integrates with existing ones and complements the evolving Carolina North campus; creating new, neighborhood-oriented destinations; assuring the safety of pedestrians, bicyclists, and motorists; mitigating the impacts of new vehicular traffic; and taking into account financial impacts and viability for both the Town and developers. Doing so required that the Committee consider and make many trade-offs and compromises.</p>
2	<p>Add the following statement as the final paragraph in the Executive Summary: “The Steering Committee recognizes that additional work will be needed to address issues such as transportation, connectivity, stormwater, affordable housing, and others. The Central West Small Area Plan is a first step in the planning process for this area.”</p>
<b>Chapter 1: Introduction and Planning Process</b>	
3	<p>Add a sentence to the last paragraph on page 1 which states: “The Council recognized that possible development would best serve the needs of the Town and the immediate surrounding neighborhoods if it were carried out with the guidance of a small area plan with community involvement.”</p>
4	<p>Move the Vision Statement to the beginning of Chapter 3, and rename this chapter “Chapter 3: Vision Statement, Planning Principles, and Objectives.” Also move some of the maps in Chapter 2: Existing Conditions to an Appendix and adding some more description to the maps.</p>
5	<p>Add the following statement to the “E-Communications” section of Chapter 1:</p> <p>“Two informal, online questionnaires/surveys were conducted, the first in March of 2013, and the second in September of 2013.</p>

	<p>The purpose of the March 2013 questionnaire was to gauge the community’s perceptions of the Central West Focus Area and asked questions about why people use the area, how they would describe the area, what they like most about the area, and what they are most concerned with regarding the area.</p> <p>The purpose of the September 2013 survey was to gather feedback about the concept plans titled A1, A2, B1, and B2 that were shown at the Central West Community Session on September 10<sup>th</sup>. The respondents disliked Concepts A2, B1, and B2, with Concept A1 receiving the most like and neutral responses. The Steering Committee incorporated this feedback as they developed their Concept Plan. Please see the Appendix for a summary of the responses.”</p>
<b>Chapter 2: Existing Conditions</b>	
6	Include the topographic map developed by Rhodaside and Harwell and add a description of the map.
7	Change title to: “Affordable Housing” (from “Public Housing”) for Figure 2.23 and add an informational block about the Elliot Woods community.
<b>Chapter 3: Planning Principles and Objectives</b>	
8	Remove Objective F in Principle #4.
<b>Chapter 4: Concept Plan</b>	
9	Include a statement in Chapter 4: Concept Plan under the section “Buffers and Open Space” that states: “The percentage of public green space for each project north of Estes Drive will be at least 15%. The planning area is anticipated to have 40% of green space which includes open space and undevelopable land.”
10	Insert the traffic analysis information and the density numbers in the Appendix.
11	<p>Insert a chart with the square footage information in Chapter 4: Concept Plan, section “The Concept Plan: Land Use,” next to Figures 4.3, 4.5, 4.6, and 4.8.</p> <p>The Committee expressed an interest in stating next to the square footage charts that these numbers were used for the traffic analysis; that the assumptions provide a workable level of development and traffic; and to see the Appendix for more information.</p>
<b>Chapter 5: Transportation</b>	
12	Add a statement in Chapter 5: Transportation under the section titled “Additional Transportation Recommendations” under the bullet point “Have Town staff investigate the following:” that states: “The possibility of a pedestrian and bicycle bridge over Martin Luther King Jr. Blvd. In the event that a bridge is not possible, provide other options for the safe crossing of the road.”
13	Add the following statement to the list of bullet points in Chapter 5: Transportation under “Additional Transportation Recommendations”: “The Central West Small Area Plan recommends adding additional lanes at the intersection of Estes Drive and Martin Luther King Jr. Blvd. The Steering Committee recommends that the lanes on Estes Drive be consolidated into two travel lanes near the intersection of Somerset Drive and Estes Drive. The Steering Committee prefers not to add additional travel lanes on Estes Drive beyond the two existing travel lanes.”

14	Remove “(Burlage Cir. & Meadowbrook Dr.)” from the lower right-hand grey box in Figure 5.6. and remove the language in the grey box that states “Connect to Bolin Creek Trail where possible off MLK Jr. Blvd” and replace this language with the following statement: “Make southern connections from Central West to the Bolin Creek Greenway where feasible.”
15	Move Figure 5.6 to before Figure 5.1 and label the directions on Figures 5.2, 5.3, and 5.4.
16	Re-label the turning and travel lanes.
17	Edit this sentence to read: “The cross-sections in Figures 5.1, 5.3, and 5.4...”
18	Edit this sentence to read: “The path could then connect to on-road bike lanes on Clayton Road that would connect with to Elliot Road via Curtis Road or a path through school property (shown in Figure 5.4). The on-road bike lanes on Elliot Road would connect to Franklin Street (Figure 5.5 and Figure 5.6).”
19	Edit the sentence to read: “The bicycle and pedestrian facilities shown in Figures 5.2, 5.7, 5.8, and 5.9 show examples...”
<b>Chapter 6: Environmental Considerations</b>	
20	Add a sentence to this statement that says: “If feasible, prioritize the conservation of mature forest and pull development away from the ridge and steep slopes.”
21	Include a statement in Chapter 6: Environmental Considerations, section “Stormwater Recommendations” that says: “Consider implementing a stormwater district if recommended by the Small Area Stormwater Management Master Plan.”
<b>Chapter 7: Streetscapes</b>	
22	Include a statement in Chapter 7, section “Martin Luther King Jr. Blvd. and Estes Drive Streetscape Elements” which says: All streetscapes should be visually interesting through the use of varied materials, building heights, and setbacks.”
<b>Chapter 8: Implementation</b>	
23	In Chapter 8, under “Other Implementation Considerations” include the following statement: “The Central West Focus Area should include a significant amount of housing that is affordable to households that make less than 80% of the area median income. If for-sale housing is constructed, the Town’s Inclusionary Zoning Ordinance states that 15% of these units must be affordable (if the project has over five dwelling units). If rental housing is constructed, recommendations from the Mayor’s Committee on Affordable Rental Housing should be applied.”  Also include in this section: “The implementation phase of this plan will require a variety of partners, and the plan encourages developing partnerships with the non-profits, business owners, community members, and University of North Carolina at Chapel Hill to implement the vision set forth in this plan.”
24	Add a statement in Chapter 5: Transportation under the section titled “Additional Transportation Recommendations” that says: “Integrate the findings from the Martin Luther King Jr. Boulevard – South Columbia – US 15-501 South Corridor Alternative Analysis Study into recommendations for this area.”

25	Include a statement in Chapter 8 under “Other Implementation Considerations” that says: “The Council also may rezone when the special use permit is submitted within the current review process. Details such as traffic, stormwater, affordable housing, limited parking, as well as noise, air, and water pollution mitigation are handled in the permit process.”
<b>Glossary</b>	
26	Add the Glossary Terms to the “Glossary” Section.  The Committee also recommended including the following terms in the glossary: Riparian buffers, Wildlife corridor, Ecologically sensitive areas, Traffic mitigation, Workforce housing, Airport Hazard Zone/District, Stormwater District, and Public green space.

### Attachment 3: Responses to Comments Received about the draft Central West Small Area Plan

*The following document provides an overview of the motions made regarding the revisions and amendments to the draft Central West Small Area Plan during the November 7<sup>th</sup> Steering Committee meeting.*

**Comments Received about the draft Central West Small Area Plan**  
**Divided into: Discussion Items, Consent Items, and Advisory Board/Other Comments**  
*For discussion by the Central West Steering Committee during their November 7, 2013 meeting*

This document provides a list of the comments received about the draft Central West Small Area Plan.

The comments have been organized into the following three sections:

<b>Section</b>	<b>Description</b>	<b>Begins on Page... (of this document)</b>
<b>Discussion Items</b>	These are items that need further discussion by the Steering Committee during the meeting on November 7 <sup>th</sup> .	Page 2
<b>Consent Items</b>	These are technical corrections and edits that reflect clarifications in the draft plan.	Page 7
<b>Advisory Board/Other Comments</b>	These are additional comments that have been received and are already addressed in the plan.	Page 12

In the charts below, staff comments have been provided, and for the “Discussion Items” and “Consent Items,” suggestions for possible revisions to the plan have been made.



Discussion Items					
<i>Discussion Items are items that need further discussion by the Steering Committee.</i>					
Number (for reference)	Comment	Who and When	Staff Comment	Possible Revision	Motions and revisions made during the November 7 <sup>th</sup> Steering Committee Meeting
<b>Executive Summary</b>					
1	Need a better discussion of the drivers of the Concept Plan.	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>	We agree.	<p>Include the following statement in the Executive Summary, as the second paragraph under “Purpose of the Central West Small Area Plan”:</p> <p>The Central West Small Area Plan makes a conscious attempt to balance many considerations: respecting existing neighborhoods; preserving and enhancing the natural environment; developing a new neighborhood that integrates with existing ones and complements the evolving Carolina North campus; creating new, neighborhood-oriented destinations; assuring the safety of pedestrians, bicyclists, and motorists; mitigating the impacts of new vehicular traffic; and taking into account financial impacts and viability for both the Town and developers. Doing so required that the Committee consider and make many trade-offs and</p>	<p>Motion by Whit Rummel and seconded by Jared Simmons to approve the following:</p> <p><i>(Note: This language is the same as in the “Possible Revisions” column.)</i></p> <p>Include the following statement in the Executive Summary, as the second paragraph under “Purpose of the Central West Small Area Plan”:</p> <p>The Central West Small Area Plan makes a conscious attempt to balance many considerations: respecting existing neighborhoods; preserving and enhancing the natural environment; developing a new neighborhood that integrates with existing</p>

				compromises.	<p>ones and complements the evolving Carolina North campus; creating new, neighborhood-oriented destinations; assuring the safety of pedestrians, bicyclists, and motorists; mitigating the impacts of new vehicular traffic; and taking into account financial impacts and viability for both the Town and developers. Doing so required that the Committee consider and make many trade-offs and compromises.</p> <p><i>Vote: 14 out of 14 – Passed.</i></p>
<b>Chapter 3: Planning Principles and Objectives</b>					
2	Remove road that connects from Homestead Road into Carolina North - in Principle #4, Objective F and on Figures 2.24, 2.25, 2.26, 2.27.	Ed Harrison October 28 <sup>th</sup> ; Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	The Carolina North development agreement does not recommend this road.	Remove Objective F in Principle #4.	<p>Motion by Whit Rummel and seconded by Eric Hyman to amend the objective to state: “The Steering Committee realizes this objective is in conflict with the Carolina North Development Agreement, and we recommend that the Council revisit this decision.” <i>Vote: 8 out of 14 – Failed</i></p> <p>Motion by David Tuttle and seconded by Whit Rummel to remove the objective. –</p>

					<p><i>Failed</i></p> <p><i>The Steering Committee decided to table the discussion about this item and return to it later in the evening.</i></p> <p><i>When the Steering Committee returned to this item later in the evening, the following motion was made:</i></p> <p>Motion by Whit Rummel and seconded by Lucy Carol Davis to keep the objective. – <i>Failed</i></p> <p><i>Therefore, the objective will be removed.</i></p>
<b>Chapter 4: Concept Plan</b>					
3	Minimum percentage of green space needs to be included in the plan	Julie McClintock (10/18); Mickey Jo Sorrell (10/21); Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	We agree.	Include a statement in Chapter 4: Concept Plan under the section “Buffers and Open Space” that states: “The percentage of open space in the area north of Estes Drive will be at least 15%. The entire focus area is anticipated to have 40% of open space which includes open space and undevelopable land.”	<p>Motion by Jeff Kidd and seconded by Whit Rummel to amend the statement as follows: “The planning area is anticipated to have 40% of green space which includes open space and undevelopable land.” – <i>Did not pass.</i></p> <p>Motion by Julie McClintock and seconded by Eric Hyman to amend the statement as follows: “The percentage of public</p>

					<p>green space for each project north of Estes Drive will be at least 15%. The planning area is anticipated to have 40% of public green space which includes open space and undevelopable land.”</p> <p><i>Vote: 11 out of 14 (Opposed: Jeff Kidd, Sarah McIntee, and David Tuttle) - Passed</i></p>
<b>Chapter 5: Transportation</b>					
4	<p>“Have the Town staff investigate the possibility of a bicycle/pedestrian bridge across Martin Luther King Jr. Blvd.” – Could add in the “Additional Transportation Recommendations” on page 50 or into the Bike/Ped section</p>	<p>Mickey Jo Sorrell (10/21); Proposed Improvements Document (Submitted by Julie McClintock) (11/4)</p>	<p>Language could be added to Chapter 5: Transportation</p>	<p>Add a statement in Chapter 5: Transportation under the section titled “Additional Transportation Recommendations” under the bullet point “Have Town staff investigate the following:” that states: “The possibility of a pedestrian and bicycle bridge over Martin Luther King Jr. Blvd. In the event that a bridge is not possible, provide other options for the safe crossing of the road.”</p>	<p>Motion by Whit Rummel and seconded by Michael Parker to approve the following:</p> <p><i>(Note: This language is the same as in the “Possible Revisions” column.)</i></p> <p>Add a statement in Chapter 5: Transportation under the section titled “Additional Transportation Recommendations” under the bullet point “Have Town staff investigate the following:” that states: “The possibility of a pedestrian and bicycle bridge over Martin Luther King Jr. Blvd. In the event that a bridge is not possible, provide other</p>
5	<p>Consider the possibility of a pedestrian and bicycle bridge over MLK. In the event that a bridge is not possible, provide other options for the safe crossing of the road.</p>	<p>Greenways Commission October 23<sup>rd</sup></p>			

					options for the safe crossing of the road.”  <i>Vote 14 out of 14 – Passed.</i>
6	Add a principle that says no widening of Estes Drive.	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>	We have received conflicting viewpoints about this from the community.  Information about traffic mitigation measures can be found in Chapter 5: Transportation, section “Traffic Mitigation Measures.” Additional information about the traffic analysis and recommended mitigations may be provided in the Appendix of the plan (see item #20 in this chart).		Motion by Amy Ryan and seconded by Julie McClintock to add the following statement to the list of bullet points in Chapter 5: Transportation under “Additional Transportation Recommendations”: “The Central West Small Area Plan recommends adding additional lanes at the intersection of Estes Drive and Martin Luther King Jr. Blvd. The Steering Committee recommends that the lanes on Estes Drive be consolidated into two travel lanes near the intersection of Somerset Drive and Estes Drive. The Steering Committee prefers not to add additional travel lanes on Estes Drive beyond the two existing travel lanes.”  <i>Vote 14 out of 14 – Passed.</i>
7	Add additional principle and text to emphasize that the Steering Committee recommends keeping Estes at 2 lanes between Franklin and Somerset, with bike-pedestrian improvements. Document that there is no funding in Durham- Chapel Hill MPO plans; and that the 2009 Long Range Transit Plan did not select Estes as a “high investment service” for transit.	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)			
8	I believe that one day Estes Drive will be widened.	John Ager (Planning Board) October 29 <sup>th</sup>			
<b>Chapter 6: Environmental Considerations</b>					
9	Propose conservation of granite ridge and old hickory forest as a first	Proposed Improvements Document	A statement has been included in Chapter 6 under the section	Add a sentence to this statement that says: “If possible, prioritize the	Motion by Jared Simmons and seconded by Julie McClintock to include the

	priority goal. If developed, pull- back structures such as garden apartments for seniors or graduate student families from ridge and steep slopes, utilizing flatter land; allow greater heights ONLY if smaller footprint; keep buildings closer to MLK and transit.	(Submitted by Julie McClintock) (11/4)	“Recommendations for Resource Conservation District Overlay Areas” that discusses this area: “In the area nestled between the Resource Conservation District overlay, greater heights have been allowed in this area in order to preserve the natural space; therefore, building footprints should be minimized in this area.”	conservation of the granite ridge and mature forest and pull development away from the ridge and steep slopes.”	language and amend it as follows: “If feasible, prioritize the conservation of mature forest and pull development away from the ridge and steep slopes.”  <i>Vote passed.</i>
<b>Chapter 8: Implementation</b>					
10	Vision statement cites a goal of “providing affordable/workforce housing.” No further plan is provided.	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	Principle 9: A Diverse Population states that “The area shall serve a broad socio-demographic range of Chapel Hill residents, students, workers, and visitors.”	In Chapter 8, under “Other Implementation Considerations” include the following statement: “The Central West Focus Area should include a high number of housing that is affordable to households that make less than 80% of the area median income. If for-sale housing is constructed, the Town’s Inclusionary Zoning Ordinance states that 15% of these units must be affordable (if the project has over five dwelling units). If rental	Motion by Amy Ryan and seconded by Michael Parker to include the language and amend it as follows:  In Chapter 8, under “Other Implementation Considerations” include the following statement: “The Central West Focus Area should include a significant amount of housing that is affordable to households that make less than 80% of the area median income. If for-sale housing is constructed, the Town’s Inclusionary Zoning Ordinance states that 15% of these units must be
11	What a missed opportunity if had senior housing here and not workforce housing.	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>			
12	Need to have a strong statement regarding developing a partnership with UNC for workforce housing.	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>			

				<p>housing is constructed, recommendations from the Mayor’s Committee on Affordable Rental Housing should be applied.”</p> <p>Also include in this section:</p> <p>“The implementation phase of this plan will require a variety of partners, and the plan encourages developing partnerships with the non-profits, business owners, community members, and University of North Carolina at Chapel Hill to implement the vision set forth in this plan.”</p>	<p>affordable (if the project has over five dwelling units). If rental housing is constructed, recommendations from the Mayor’s Committee on Affordable Rental Housing should be applied.”</p> <p>Also include in this section:</p> <p>“The implementation phase of this plan will require a variety of partners, and the plan encourages developing partnerships with the non-profits, business owners, community members, and University of North Carolina at Chapel Hill to implement the vision set forth in this plan.”</p> <p><i>Vote: 11 out of 14 (Opposed: Jeff Kidd, Anthony Carey, and Firoz Mistry) – Passed.</i></p> <p>Motion by Julie McClintock and seconded by Firoz Mistry to include the following language in the draft plan: “The Committee recommends a post-Small Area Plan joint initiative with UNC to investigate the</p>
--	--	--	--	--	---

					possibility of providing workforce housing.” <i>Vote: 4 out of 14 (Opposed: Sarah McIntee, Jeff Kidd, Anthony Carey, Amy Ryan, Eric Hyman, Whit Rummel, Lucy Carol Davis, Jared Simmons, and Buffer Webber) – Failed</i>
13	A recommendation for Council to explore removing the airport hazard district is included in the plan – Does the Committee want to include this?	Julie McClintock (10/18); Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	Recommendation is located in Chapter 8: Implementation	Keep or remove language.	Motion by Sarah McIntee and seconded by Whit Rummel to not make a change to the language. <i>Vote: 10 out of 14 (Opposed: David Tuttle, Mickey Jo Sorrell, Julie McClintock, and Firoz Mistry) – Passed</i>
14	Council asked Committee to examine transit impacts along major corridors in impact area. No study has occurred.	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	The Steering Committee’s principles discuss connectivity throughout the Planning Area; these include: Principle 4: Improve Physical Connections, Principle 5: Minimize Vehicular Traffic Impacts, Principle 6: Enhance the Pedestrian/Bicycle Experience, and Principle 7: Improve the Transit System. These principles are located in Chapter 3 of the Small Area Plan.	Add a statement in Chapter 5: Transportation under the section titled “Additional Transportation Recommendations” that says: “Integrate the findings from the Martin Luther King Jr. Boulevard – South Columbia – US 15-501 South Corridor Alternative Analysis Study into recommendations for this area.”	Motion by Julie McClintock and seconded by Michael Parker to include the following language in the draft plan:  <i>(Note: This language is the same as in the “Possible Revisions” column.)</i>  Add a statement in Chapter 5: Transportation under the section titled “Additional Transportation Recommendations” that says: “Integrate the findings from the Martin Luther King Jr. Boulevard – South Columbia – US 15-



					501 South Corridor Alternative Analysis Study into recommendations for this area.”  <i>Vote: Passes</i>
--	--	--	--	--	--

Note: The Steering Committee also requested that a statement be added in the Executive Summary that says that there are areas that need more discussion in the future such as around transportation, stormwater, open space, etc.

**Consent Items: Technical Corrections/Edits**

Motion by Whit Rummel and seconded by Julie McClintock to approve the following edits for all items listed under “Consent Items” except for items #17, 21, 22, 23, 29, and 36 which require additional discussion. *Vote: 14 out of 14 – Passes*

*(Motions regarding the items #17, 21, 22, 23, 29, and 36 are listed next to these items in the chart below.)*

**Consent Items are technical corrections and edits that reflect clarifications of the language in the draft plan.**

Number (for reference)	Comment	Who and When	Staff Comment	Possible Revision	Motions made during the November 7th Steering Committee Meeting
<b>Chapter 1: Introduction and Planning Process</b>					
15	Need to say why we are doing all of this. Need a proactive statement at the beginning of the plan.	Jason Baker (Planning Board) October 29 <sup>th</sup>	We agree.	Add a sentence to the last paragraph on page 1 which states: “The Council recognized that possible development would best serve the needs of the Town and the immediate surrounding neighborhoods if it were carried out with the guidance of a small area plan with community involvement.” (See	

				recommendation in draft dated 11/6)	
16	Improve connections between Chapter 2 and the rest of the plan: Having the existing conditions as the second chapter made the vision statement feel disconnected from the principles and concept plan; should be clearer about how these are connected.	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>	We agree.	Move the Vision Statement to the beginning of Chapter 3, and rename this chapter "Chapter 3: Vision Statement, Planning Principles, and Objectives." Also move some of the maps in Chapter 2: Existing Conditions to an Appendix and adding some more description to the maps. (See recommendation in draft dated 11/6)	
17	Online Survey: should include results from the survey or at least reference the survey and where people can find the results	Mickey Jo Sorrell October 21 <sup>st</sup>	Information about "E-Communications" can be found in Chapter 1.	Add the following statement to the "E-Communications" section of Chapter 1: "Two informal, online questionnaires/surveys were conducted, the first in March of 2013, and the second in September of 2013. More information, including the results, can be found here: <a href="http://www.townofchapelhill.org/index.aspx?page=2185">www.townofchapelhill.org/index.aspx?page=2185</a> ."	Motion by Firoz Mistry and seconded by Jared Simmons to include the following language with the addition of a brief summary of the results of the surveys:  Two informal, online questionnaires/surveys were conducted, the first in March of 2013, and the second in September of 2013. <i>Insert language about the results of the surveys here.</i>  <i>Vote: 13 out of 14 (Opposed: Buffie Webber) -</i>

					Passes
<b>Chapter 2: Existing Conditions</b>					
18	Include a topographic map	Suzanne Haff (Planning Board) October 29 <sup>th</sup> ; Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	We agree.	Include the topographic map developed by Rhodeside and Harwell and add a description of the map. (See attachment)	
19	Add Elliott Woods housing to the map of Housing Affordability Index (Figure 2.22) or Public Housing (Figure 2.23)	Erin Langston October 21 <sup>st</sup>	Elliott Woods is not public housing that is owned by the Town ( <i>public housing</i> defines housing owned by the Town). Elliot Woods is an affordable housing community that is owned by the Interchurch Council.	Change title to: “Affordable Housing” (from “Public Housing”) for Figure 2.23 and add an informational block about the Elliot Woods community.	
<b>Chapter 4: Concept Plan</b>					
20	Insert the traffic analysis information and the density numbers into the Small Area Plan	Steering Committee October 18 <sup>th</sup>	It is useful to have record of the assumptions that were made during the planning process.	Insert the traffic analysis information and the density numbers in the Appendix.	
21	Place square footage numbers for each quadrant in the Concept Plan chapter in each quadrant section	Michael Parker and Amy Ryan November 4 <sup>th</sup>	We agree.	Insert a chart with square footage information in Chapter 4: Concept Plan, section “The Concept Plan: Land Use,” next to Figures 4.3, 4.5, 4.6, and 4.8.	Motion by Lucy Carol Davis and seconded by Julie McClintock to include the square footage information in Chapter 4: Concept Plan, section “The Concept Plan: Land Use,” next to Figures 4.3, 4.5, 4.6, and 4.8. <i>Vote: 11 out of 13 (Opposed –</i>

					<p><i>David Tuttle and Mickey Jo Sorrell) Sarah McIntee was out of the room – Passes</i></p> <p>The Committee expressed an interest in stating next to the square footage charts that these numbers were used for the traffic analysis; that the assumptions provide a workable level of development and traffic; and to see the Appendix for more information.</p>
<b>Chapter 5: Transportation</b>					
22	Remove the blue line on Caswell Road from Figures 5.5. and 5.6	Sarah McIntee (10/11); Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	Installing a sidewalk on Caswell Road is listed in the Town’s Sidewalk Improvement Plan; therefore, we recommend that the notation remains in the Central West Small Area Plan.	Keep current language.	Motion by David Tuttle and seconded by Michael Parker to keep the sidewalk designation for Caswell Road on the map. <i>Vote: 11 out of 12 (Opposed: Sarah McIntee; Jeff Kidd and Lucy Carol Davis out of the room) – Passed</i>
23	Remove “(Burlage Cir. & Meadowbrook Dr.)” from the lower right-hand grey box in Figure 5.6	Sarah McIntee October 11 <sup>th</sup>	There are concerns that the Bolin Creek Trail cannot be connected via Burlage Cir. or Meadowbrook Dr.	Remove “(Burlage Cir. & Meadowbrook Dr.)” from the lower right-hand grey box in Figure 5.6.	Motion by Sarah McIntee and seconded by Jared Simmons to remove “(Burlage Cir. & Meadowbrook Dr.)” from the lower right-hand grey box in Figure 5.6. and to remove the language in the grey box that states “Connect to Bolin Creek Trail where possible off

					MLK Jr. Blvd” and to replace this language with the following statement: “Make southern connections from Central West to the Bolin Creek Greenway where feasible.” <i>Vote: 14 out of 14 – Passed</i>
24	Each of the illustrations (Figures 5.1, 5.3, 5.4) would be helped by labeling "looking east" or some other explanation. It probably would have helped to have Figure 5.6 before these three, since it somewhat explains what we're looking at.	Mickey Jo Sorrell (11/2); Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	We agree.	Move Figure 5.6 to before Figure 5.1 and label the directions on Figures 5.2, 5.3, and 5.4.	
25	In Figure 5.1 (p.52), I think the lanes are mislabeled. Unless I misunderstand, the "travel lanes" are "turning lanes" and visa versa.	Mickey Jo Sorrell (11/2); Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	We agree.	Re-label the turning and travel lanes.	
26	In the paragraph at the bottom of page 52, second sentence, it should probably say "cross-sections in Figures 5.1, 5.3, and 5.4" rather than just 5.4	Mickey Jo Sorrell (11/2); Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	We agree.	Edit this sentence to read: "The cross-sections in Figures 5.1, 5.3, and 5.4..."	
27	Also on p.52, the text states that the bike	Mickey Jo Sorrell (11/2); Proposed	We agree.	Edit this sentence to read: "The path could then	

	path will connect to Clayton, then Audubon, then Elliot. This is not what is shown on the map in Figure 5.5 and 5.6.	Improvements Document (Submitted by Julie McClintock) (11/4)		connect to on-road bike lanes on Clayton Road that would connect with to Elliot Road via Curtis Road or a path through school property (shown in Figure 5.4). The on-road bike lanes on Elliot Road would connect to Franklin Street (Figure 5.5 and Figure 5.6)."	
28	On page 56, second paragraph, Figures 5.2, 5.4, 5.8, and 5.9 are mentioned. 5.2 doesn't actually show a bike way. It should probably read "Figures 5.7, 5.8, and 5.9."	Mickey Jo Sorrell November 2 <sup>nd</sup>	We agree.	Edit the sentence to read: "The bicycle and pedestrian facilities shown in Figures 5.2, 5.7, 5.8, and 5.9 show examples..."	
29	Provide information on existing conditions. "Estes/MLK, Estes/Franklin intersections often back up for more than a mile at peak hours."	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	Chapter 5 in the Concept Plan discusses the existing transportation conditions.	No change recommended.	Motion by Whit Rummel and seconded by Jeff Kidd to not add the proposed language and to make no change to the plan. <i>Vote: 10 out of 14 (Opposed: Julie McClintock, Firoz Mistry, Mickey Jo Sorrell, and David Tuttle) – Passed</i>
<b>Chapter 6: Environmental Considerations</b>					
30	Stormwater Section – Is this the language the Steering Committee would like to see in the plan?	Julie McClintock October 18 <sup>th</sup>	Stormwater recommendations are provided in Chapter 6. The Steering Committee reviewed this language during their October 8 <sup>th</sup> meeting. This section	Include a statement in Chapter 6: Environmental Considerations, section "Stormwater Recommendations" that says: "Consider implementing a stormwater district if	
31	Add language to Stormwater Section: Use state-of-the-art,	Proposed Improvements Document			

	best- management practices consistent with federal, state, and local regulations for any development in this area. Consider a stormwater special assessment stormwater district.	(Submitted by Julie McClintock) (11/4)	emphasizes the development of a Small Area Stormwater Management Master Plan.	recommended by the Small Area Stormwater Management Master Plan.”	
32	A stormwater district should be considered for this area. (A district would entail that the properties that have water running through them should pay into a fund).	Suzanne Haff (Planning Board) October 29 <sup>th</sup>			
<b>Chapter 7: Streetscapes</b>					
33	Buildings should be articulated and have a variety of appearances.	Suzanne Haff (Planning Board) October 29 <sup>th</sup>	The Small Area Plan includes recommendations for streetscape elements. Principle 1, Objective C states, “Establish a local architectural vernacular appropriate to Chapel Hill that relates to the architecture proposed at Carolina North. Encourage the use of materials and plants native to North Carolina.”	Include a statement in Chapter 7, section “Martin Luther King Jr. Blvd. and Estes Drive Streetscape Elements” which says: All streetscapes should be visually interesting through the use of varied materials, building heights, and setbacks.”	
34	Need to vary the heights so that it doesn’t look like a	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>	The recommended heights can be found in Chapter 4 and on page		



	uniform mass.		40.		
<b>Chapter 8: Implementation</b>					
35	Add this language: “The Council also may rezone when the special use permit is submitted within the current review process. Details such as traffic, stormwater, affordable housing, limited parking, as well as noise, air, and water pollution mitigation (that are left out of the small plan) are handled in the permit process.”	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	We agree.	Include a statement in Chapter 8 under “Other Implementation Considerations” that says: “The Council also may rezone when the special use permit is submitted within the current review process. Details such as traffic, stormwater, affordable housing, limited parking, as well as noise, air, and water pollution mitigation are handled in the permit process.”	
<b>Glossary</b>					
36	Insert Glossary Terms	Steering Committee	The Committee requested that a Glossary be included in the Small Area Plan.	Add the Glossary Terms to the “Glossary” Section.	Motion by Whit Rummel and seconded by Jeff Kidd to add the glossary language to the plan. <i>Vote: 14 out of 14 – Passed</i>  Town staff is to review the additional terms and definitions provided by Sarah McIntee and consider these for inclusion in the glossary.  The Committee also recommended including the following terms in the glossary: - Riparian buffers

					<ul style="list-style-type: none"><li>- Wildlife corridor</li><li>- Ecologically sensitive areas</li><li>- Traffic mitigation</li><li>- Workforce housing</li><li>- Airport Hazard Zone/District</li><li>- Stormwater District</li><li>- Public green space</li></ul>
--	--	--	--	--	---

*The following items are already addressed in the draft Central West Small Area Plan or during the Steering Committee’s discussions; therefore, the Steering Committee did not discuss these items, and no motions were made regarding these items.*

<b>Advisory Board/Other Comments</b>			
<i>Advisory Board/Other Comments are additional comments that have been received about the draft plan and are addressed in the plan.</i>			
<b>Number (for reference)</b>	<b>Comment</b>	<b>Who and When</b>	<b>Staff Comment</b>
<b>Chapter 1: Introduction and Planning Process</b>			
37	Need to state in the plan how the input received at the community sessions was considered and incorporated into the plan	Julie McClintock October 18 <sup>th</sup>	Language about community outreach is included in the “Community Engagement” section of Chapter 1. Language has been reviewed by the writing subcommittee and by the Steering Committee.
38	Present wording insufficient: “These sessions have provided valuable information that was considered by Steering Committee members in moving forward in development of the Central West Small Area Plan. “	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	
<b>Chapter 2: Existing Conditions</b>			
39	The specifics about the Resource Conservation District (i.e., 150 feet, etc.) and steep slopes should be included in the plan so that people in the future will understand why certain decisions were made.	Suzanne Haff (Planning Board) October 29 <sup>th</sup>	This information is included in Chapter 2 on the page titled “Environmentally Protected Sensitive Areas,” page 14.
<b>Chapter 4: Concept Plan</b>			
40	Consider land swap idea	Suzanne Haff, Kimberly Brewer (Planning Board) October 29 <sup>th</sup>	The Concept Plan, page 40, states “Encourage exploration of a possible land swap that would put the ridge forest land into conservation, if land owners were amenable.”
41	Remove open-ended category “Institutional Use” near residential neighborhood. Neighbors in Somerset-Huntington Drive petitioned Steering Committee for a compatible	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	The Steering Committee passed a motion during their September 24 <sup>th</sup> meeting to include institutional uses in this area with residential use on the north side of the area.

	residential use. Starter homes in Citizens' Plan are a compatible use.		
42	I want to ask the committee for clarity on what we are recommending for Butler property. What are preferred types of uses within mixed use? Are luxury student apartments allowed?	Julie McClintock October 25 <sup>th</sup> ; Kimberley Brewer (Planning Board) October 29 <sup>th</sup> ; Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	The uses for Area A are defined in the Concept Plan as residential, commercial, retail, and/or institutional.
43	Maximum height on Area H (currently 5-8 stories)	Mickey Jo Sorrell October 21 <sup>st</sup>	See Chapter 4, page 40, for the Concept Plan. These heights (5-8 stories) reflect the density numbers that were approved by the Steering Committee during their October 18 <sup>th</sup> meeting.
44	Add Citizen concept map that provides clear assumptions and density caps giving equal opportunity to developers.	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	The Steering Committee reviewed the Alternative Map and developed the draft Concept Plan in the Small Area Plan.
45	Committee did not discuss a hotel use on Area A	Julie McClintock October 18 <sup>th</sup>	A motion was passed during the September 24, 2013, Steering Committee meeting to approve the uses for the areas on the map that were designated for uses other than residential, except for the spine road in A, B, and C and the purple dot in C. The Concept Plan includes a notation with an arrow pointing to Area A that states, "Anchor use (could be mixed use or hotel), with adjacent retail/dining and public plaza or green space."
<b>Chapter 5: Transportation</b>			
46	For Figure 3, Estes Drive Cross Section, we recommend that the bike lanes be grade-separated and swapped with the planting strip on each side to be a protected bicycle lane (cycle track).	Bicycle and Pedestrian Advisory Board - October 22 <sup>nd</sup> Greenways Commission – October 23 <sup>rd</sup>	The next step in constructing bicycle and pedestrian facilities along Estes Drive will be the preparation of detailed design and engineering plans. During this process the Town will evaluate the feasibility of alternative designs for the bicycle facilities based on operational efficiency, impact on adjoining properties, right of way availability, overall cost and consistency with the Town's Bicycle Plan.
47	The proposed bicycle lanes should be provided behind the planting strip rather than adjacent to the automobile travel lanes.	Transportation Board (10/24)	

48	In the case of limited right of way, maintaining the five-foot-wide bicycle lanes should be prioritized over maintaining of the full 10-12' width of the multiuse path.	Bicycle and Pedestrian Advisory Board - October 22 <sup>nd</sup> Greenways Commission – October 23 <sup>rd</sup>	This can be further discussed with NCDOT when a development application is submitted. The Bicycle and Pedestrian Advisory Board will be a part of this discussion.
49	As design specifications for the bicycle and pedestrian improvement on Estes Drive from MLK to the traffic light at Caswell Road are developed, that the Bicycle and Pedestrian Advisory Board be consulted throughout the process.	Bicycle and Pedestrian Advisory Board - October 22 <sup>nd</sup> Greenways Commission – October 23 <sup>rd</sup>	Yes, the Bicycle and Pedestrian Advisory Board will be a part of this discussion.
50	New development in the Central West Focus Area should have good networked connectivity without cul-de-sacs and other discontinuities, particularly for pedestrians and bicyclists and other non-motorized modes. These new roads would emphasize safety and accessibility for non-motorized uses.	Bicycle and Pedestrian Advisory Board - October 22 <sup>nd</sup> Greenways Commission – October 23 <sup>rd</sup>	The Concept Plan provides a vision for internal circulation in the new development and does not include cul-de-sacs or discontinuities. The Committee's Principle 6: Enhance the Pedestrian/Bicycle Experience emphasizes the important of safe facilities that are accessible to those of all abilities.
51	Have connectivity between the new greenways developed in Central West and existing greenways, such as the Bolin Creek Greenway.	Bicycle and Pedestrian Advisory Board - October 22 <sup>nd</sup> Greenways Commission – October 23 <sup>rd</sup>	The Concept Plan and Bicycle and Pedestrian Map emphasize the importance of connectivity. Principle 4, Objective H also highlights this by stating: Tie new paths and greenways into the Carolina North and town greenway systems and the Campus to Campus Connector.
52	The final plan should include pedestrian and bicycle connections to Franklin Street by way of schools, Pritchard Park and the Library.	Greenways Commission October 23 <sup>rd</sup>	These connections are demonstrated in the Bicycle and Pedestrian Network Map (Figure 5.6).
53	The final plan should include pedestrian and bicycle connections to Estes Drive Extension and Carolina North.	Greenways Commission October 23 <sup>rd</sup>	These connections are demonstrated in the Bicycle and Pedestrian Network Map (Figure 5.6). Principle 4, Objective G highlights this by stating: Make bicycle and pedestrian movement between Carolina North across MLK and Estes to its eastern and southern neighbors easier and safer.
54	Explore all options to use the power utility easement that runs north to south in the center of the area or	Greenways Commission October 23 <sup>rd</sup>	The Concept Plan, page 40, includes the following statement: "Look into the possibility of the power easement being used as a road, or a greenway if a road is not

	other routes proximate to it.		feasible.”
55	Explore options to connect the Estes Drive area to the Bolin Creek trail.	Greenways Commission October 23 <sup>rd</sup>	The Bicycle and Pedestrian Map (Figure 5.6) states: “Connect to Bolin Creek Trail where possible in an environmentally conscious and safe manner.”
56	Include existing dedicated woodland paths – these are well-used paths to the schools.	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	Recommendations for greenways, sidewalks, and bicycle paths are described in Chapter 5: Transportation.
	Safe pedestrian crosswalks need to be reviewed by parents and made more prominent.	Proposed Improvements Document (Submitted by Julie McClintock) (11/4)	See item #10-12 in this chart regarding the importance of partnerships during the implementation phase of the plan.
57	The Central West Plan should be coordinated with ongoing public transportation planning and infrastructure investments.	Transportation Board (10/24)	Chapter 8: Implementation, section “Incorporation into Other Town Plans” discusses the importance of integrating the Central West Small Area Plan with other Town plans.
58	Consideration should be given to the future need to improve Estes Drive and all potential options should be evaluated.	Transportation Board (10/24)	Chapter 5: Transportation discusses improvements to Estes Drive.
<b>Chapter 6: Environmental Considerations</b>			
59	Examine concerns about rare habitat forest.	Melissa McCullough (Planning Board) October 29 <sup>th</sup>	The Town’s existing Tree Ordinance, Canopy Coverage Ordinance, and Steep Slopes Ordinance will be applied to new development in the area.
60	Support no tall buildings on the ridge line.	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>	See item #9 in this chart.
<b>Chapter 7: Streetscapes</b>			
61	Architectural elements: Our principles clearly say MLK and Estes streetscape and appearance are to have different treatment - they are the same in most recent draft.	Julie McClintock October 18 <sup>th</sup>	Streetscape elements are discussed in Chapter 7. See page 59 for “Martin Luther King Jr. Blvd. Streetscape Elements.” See page 60 for “Estes Drive Streetscape Elements.” See page 60 for “Martin Luther King Jr. Blvd. and Estes Drive Streetscape Elements.”
<b>Additional Comments</b>			
<b>Parking</b>			

62	Parking Limitations	Julie McClintock October 18 <sup>th</sup>	<p>Parking considerations are typically discussed during the Special Use Permit process when a development application has been submitted. The Committee provides guidance about parking in the following objectives:</p> <p>Principle 1, Objective J: Minimize the visual impact of parked motor vehicles with, for example, structured parking, screening, and location.</p> <p>Principle 7, Objective E: Promote types of development that encourage and provide incentives for the use of public transportation and limited parking.</p>
63	Consider shared parking, lease parking, payment-in-lieu for parking and other ideas.	Kimberly Brewer (Planning Board) October 29 <sup>th</sup>	<p>Principle 11, Objective D: Plan for maintaining a tree canopy cover in the CWFA area. Plant new trees where necessary, especially to shade parking lots and paved areas, conserve soil, and provide other environmental services.</p>