



Action Minutes: Planning Commission

Meeting Date: February 3, 2015

Members Present: Neal Bench (Chair), Travis Crayton, Deborah Fulgheri, Melissa McCullough, Michael Parker, Amy Ryan (Vice-Chair), Buffie Webber, Brian Wittmayer. **Members Absent:** None **Joint Planning Area Member:** Vacant

Staff Present: Kay Pearlstein, Gene Poveromo

Agenda Item	Discussion Points	Motion/Votes/Outcome	Action
Opening Items	<ol style="list-style-type: none">1. Meeting was called to order at 7:00pm2. Adoption of January 6th, 2015 Action Minutes.	<ol style="list-style-type: none">1. Quorum present2. Melissa McCullough moved and Travis Crayton seconded a motion to approve the January 6th, 2015 Action Minutes with corrections as noted. The vote was 8-0.	<ol style="list-style-type: none">1. None2. The motion was unanimously approved.
Consent Agenda	No items		
Old Business	No items		
New Business	<ol style="list-style-type: none">3. Glen Lennox Minor Subdivision	<ol style="list-style-type: none">3. Melissa McCullough moved and Travis Crayton seconded a motion to approve the minor subdivision with the condition that the correct lot size is shown on the final plat.	<ol style="list-style-type: none">3. The motion was unanimously approved.

<p>Reports</p>	<p>4. Council's Goals and the Mayor's Request for Budget Priorities from Boards and Commissions.</p> <p>5. 404 Mitchell Ln Site Plan Review – revised parking lot proposal (attached).</p> <p>6. Sharing building permit information with Orange County Assessor's office.</p> <p>7. Discussion of a Development Review Proposal.</p> <p>8. Affordable Housing Workshop Session Update</p>	<p>4. The Commission recalled that their final comments to Council were sent in December and therefore there was no need to discuss this topic.</p> <p>5. The Commission previously approved a Site Plan Review for this site with a condition that the parking area be relocated away from the street edge. Amy Ryan shared a copy of the revised site plan. The Commission endorsed the proposed revision.</p> <p>6. Gene Poveromo reported that the Town's Development Services division has been in touch with the Orange County Assessor's Office and is providing monthly reports, including floor area numbers for existing and proposed new construction. We understand this monthly report responds to the needs of the Assessor's staff.</p> <p>7. Brian Wittmayer reported on a draft plan (attached) he worked on with the chair of the CDC. Michael Parker moved and Melissa McCullough seconded a motion to endorse the draft plan and authorized Brian Wittmayer to continue working with Jason Hart on next steps.</p> <p>8. Buffie Webber will send the Commission a link to the upcoming workshops.</p>	
<p>Adjournment</p>		<p>The Chair announced the meeting adjourned at 7:55 pm.</p>	

New Proposed Parking 1/21/15

Impervious Surface Information :
 Proposed Dwelling : 937 sf
 Prop. Drive/Parking : 635 sf
 Total Proposed : 1,572 sf
 (23.9% of GLA)

Front Yard Parking = 16.3%

Curve Table :

Curve	Arc	Radius	Delta	Tangent	Chord Bearing	Chord
C1	52.95'	484.18'	06°15'56"	26.50'	N 05°06'55"W	52.92'

N/F
 Charles G. Kast
 DB 1368 Pg. 556

N/F
 Vernelle B. Jones
 DB 2505 Pg. 554

Notes :

- Distances shown are horizontal ground distances in feet.
- Only evidence of easements, encroachments or structures thereto which are readily apparent from a casual above ground view of the premises are shown.
- The premises shown and described hereon are subject to any existing easements, rights-of-way, restrictions, and setback lines whether or not they may be shown on the plat hereon or whether or not recorded in the public records.
- No title search was performed for this survey. The field survey is based on the referenced plats and/or deeds.
- This parcel is not located within the Resource Conservation District as defined in the Chapel Hill Development Ordinance/Land Use Management Ordinance.
- Subject Parcels do not contain any special flood hazard area as per FIRM Map No. 3710978B00J, effective date February 2, 2007.
- Subject property is in the Northside Neighborhood Conservation District (CD-1) and therefore must meet the regulations including maximum house size, floor area ratio, front yard parking ratio of 40%, height limitations, and a maximum of 4 vehicles parked per lot.

N/F
 Patrick M. Kelly
 DB 5139 Pg. 68

SITE PLAN
 PROPERTY OF
SHOWCHIEN HSIEH
 CHAPEL HILL TWP., ORANGE CO., NC
 SCALE : 1" = 20'
 DATE : SEPTEMBER 5, 2014

HOLLAND Land Surveying

608 MILK, Jr. Blvd., Chapel Hill, NC 27514
 (919) 942-9401 Lic. No. F-1169

Revisions :
 9/22/14 To Revise Parking

Project No. 13-041B
 LND2S.DWG



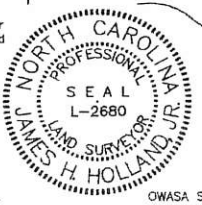
LEGEND :
 ○ Iron Pipe Set
 ● Existing Iron Pipe or Stake
 △ Computed Corner (Nothing Set)

Lot Information :
 PIN 9788-17-4578
 Lot 2 :
 Address :
 404 Mitchell Lane
 5,975 SF Net Land Area (NLA)
 6,573 SF Gross Land Area (GLA)

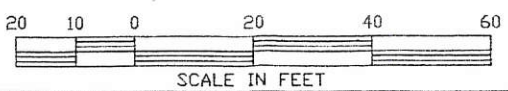
Reference :
 Lot 2, Showchien Hsieh Subdivision
 as recorded in PB 113 Pg. 76, O.C.R.

I certify that this map was drawn under my supervision from an actual survey made under my supervision based on referenced maps and deeds; that the boundaries not surveyed are shown as broken lines and are referenced to their source maps and/or deeds; that the ratio of precision is 1 : 10,000 +; and that this map meets the requirements of The Standards of Practice for Land Surveying in North Carolina (21 NCAC 56.1800).
 This 5th day of September, 2014.

James H. Holland, Jr.
 Professional Land Surveyor



OWASA Sanitary Sewer Manhole



DB 5559 Pg. 314

DRAFT - Concept Plan

How to Improve the Development Review Process in Chapel Hill

Problem Statement:

The current development review process in Chapel Hill is suboptimal, with much opportunity for improvement. The process is long, uncertain, and inconsistent standards and goals are applied to different development proposals. As one of its “budget priorities” for FY 2015-16, the Town’s Planning Commission identified streamlining the development review process while maintaining high standards as one of its goals.

Proposed Plan:

A joint Planning Commission / Community Design Commission meeting will be held to discuss this topic and brainstorm possible ideas for future consideration by Advisory Boards & Commissions, Town Staff and Town Council for improving the process. An outside expert may be invited to either facilitate and/or present information on best practices from other Towns/Cities.

Objectives:

The goal of this meeting would be to initiate a discussion; more clearly identify what is working with the current process and what is not; and, to layout possible ideas for improvement. Future meetings and discussions could build further on and consider in more detail the issues and concepts proposed at this meeting.

Drafted by:

Brian Wittmayer, Town Planning Commission