



Action Minutes: Planning Commission

Meeting Date: March 17, 2015

Members Present: Neal Bench (Chair), Travis Crayton, Deborah Fulgheri, Melissa McCullough, Michael Parker, Amy Ryan (Vice-Chair),

Members Absent: Buffie Webber, Brian Wittmayer **Joint Planning Area Member:** Vacant **Council Liaison:** Matt Czajkowski

Staff Present: Judy Johnson, Gene Poveromo, Megan Wooley

Agenda Item	Discussion Points	Motion/Votes/Outcome	Action
Opening Items	<ol style="list-style-type: none"> 1. Meeting was called to order at 7:00pm 2. Adoption of March 3rd, 2015 Action Minutes. 3. Recognizing Council Member Czajkowski' service as Council liaison to the Planning Commission. 4. Order of items on the Agenda. 	<ol style="list-style-type: none"> 1. Quorum present 2. Michael Parker moved and Travis Crayton seconded a motion to approve the March 3rd, 2015 Action Minutes, with an edit that replaced Buffie Webbers' name with Brian Wittmayer in the motion for item #7. 3. The Planning Commission thanked Council Member Czajkowski for his participation and assistance to the Commission as Council liaison. 4. The Planning Commission agreed to consider the New Business item before Old Business. <p>The Chair also announced that the Ephesus/Fordham Form District item is noted on the Agenda as being postponed to the April 7, 2015 meeting.</p>	<ol style="list-style-type: none"> 1. None 2. The motion was unanimously approved. 3. The Commission presented the Council Member with a certificate of appreciation.
Consent Agenda	No items		

New Business	5. 501 Pritchard Avenue Site Plan application (addition)	5. Amy Ryan moved and Travis Crayton seconded a motion to approve the Site Plan application for 501 Pritchard Ave.	5. The motion was unanimously approved.
Old Business	<p>5. Ephesus/Fordham Form District – Land Use Management Ordinance and Zoning Atlas Amendments <i>Postponed to the April 7, 2015 Planning Commission meeting.</i></p> <p>6. Obey Creek Development Proposal - Land Use Management Ordinance Text Amendment, Zoning Atlas Amendment, and draft Development Agreement.</p>	<p>6. Amy Ryan moved and Melissa McCullough seconded a motion to defer action on this item and create a Planning Commission subcommittee. The subcommittee members (Travis Crayton, Deborah Fulghieri, Melissa McCullough, Amy Ryan) agreed to meet and report back to the Commission on April 7, 2015</p>	6. The motion was unanimously approved.
Reports	7. Improve the Development Review Process - Report from Bench, Ryan & Wittmayer	7. The Commission endorsed the proposal (attached). The Planning Commission directed Brian Wittmayer to send the proposal via email/letter to the Mayor requesting the Mayor and Council's participation in the discussion.	
Adjournment		The Chair announced the meeting adjourned at 9:10 pm.	

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