



Town of Chapel Hill TOWN PROPERTIES TASK FORCE

Wednesday, April 5, 2017
9:00 a.m. - Meeting Room A
Chapel Hill Public Library
100 Library Dr., Chapel Hill, NC 27514

Draft Summary Minutes

Members Present: Council Member Michael Parker (Chair), Council Member Jessica Anderson, Millicent Bowie, Dan Levine, Gordon Merklein, Doug Rothwell, Bruce L. Runberg, Don Tise, Rosemary Waldorf

Members Absent: None

Staff Liaisons Present: Bill Webster, Carolyn Worsley

Others Present: Forrest Heath (citizen)

Approve Minutes of the March 23, 2017 Meeting

- The minutes were approved as prepared. The approved minutes have been posted on the [Town Properties Task Force project web page](#).

Announcements

- Kevin Hicks has resigned from the Task Force

Public Comment

- Mr. Heath provided no comment at this point but participated in discussion of some items.

Review of Priority Properties; Establish Classifications/Priority/Schedule for Properties to be Considered

- **Action Taken:** The group completed the discussion of initial impressions of and questions about properties toured on March 2nd by discussing the vacant parcel at Southern Community Park parcel, 100 Sumac Road; open space near intersection of Bennett Road and Mt. Carmel Church Road (next to Fire Station #5, 100 Bennett Rd.); and open space at 1610 US 15-501 South. The group assigned rankings for attention from the Task Force to specific properties as follows:
 - High: Land readily available, development requests/pressures exist, and/or could address pressing Town need.

- Medium: Land available in 2-4 years, little development interest, and/or no immediate Town needs.
- Low: Land not readily available or unclear if other uses exist.
- Parking Solution: Requires a downtown parking plan before addressing future uses of the property
- Comments and rankings have been compiled into TPTF Review of Priority Properties Summary Document attached to the minutes. Fact sheets and maps for the properties have been posted on the Town Properties Task Force page on the Town website (<http://www.townofchapelhill.org/town-hall/departments-services/economic-development/town-properties-task-force>).

Develop Guiding Principles

- **Action Taken:** Discussed proposed guiding principles for Task Force to use before making property specific recommendations.
 - Property disposition shall be guided by Town Council-adopted community plans, and shall focus first on uses not likely to occur through dynamics of the private real estate market alone.
 - Disposal of property could be considered if the property has no significant public value, results in high costs to the Town, or private ownership would bring new value to the community.
 - Town properties should not be disposed of solely for cash, except in such cases where the proceeds will be invested to support strategic initiatives or where no “public use” is appropriate. Disposition should always be in furtherance of the Town’s strategic goals.
 - Town should have the flexibility to acquire adjacent property in order to maximize the value of Town-owned sites prior to disposition.
 - The Town should utilize independent financial analysis to make informed decisions.
 - Insofar as possible, the Town should use long-term leases (50+ years) rather than outright sales in order to preserve control over uses and allow the possibility of reversion to the Town in the future.
 - Land swaps/trades could be considered.
 - A public benefit can be gained by banking publically owned properties until such time as they may be needed, even if there is no use for these properties at the present time.
 - The Town should not accept donations of real property unless there is a significant public benefit.
 - Disposal/repurposing decisions should take into account current and anticipated future Town facilities and infrastructure needs.
 - Maximize opportunities to collaborate with other public organizations to share resources and facilities.
 - Actively seek out and consider input from stakeholder groups.
 - Town should consider the full economic value—sale proceeds plus projected property and sales tax revenues—in making disposition decisions.
 - Town shall establish a disposition process that screens potential purchasers to ensure that they are qualified (track record) to carry out the development proposed. Even then, Town

should reserve a right of reversion/re-purchase if buyer does not deliver proposed use within certain period of time from acquisition.

- Disposition will be in accordance with North Carolina General Statutes, meaning that *most* property sales will go through a public request for proposals or upset bid process. Certain uses, such as affordable housing, may allow for private negotiated sale.
- Town shall make properties available at below market rate, as low as \$1, for uses that support public interests such as affordable housing. In such cases, the purchaser must demonstrate that it needs this in-kind subsidy.

Identify Potential Priority Uses

➤ **Action Taken:** The group agreed to the following list of potential priority uses to further Town goals.

- Affordable housing, including mixed income opportunities
- Non-profit and small business office/retail space at affordable rents
- Parking
- Recreation
 - Indoor facilities
 - Outdoor facilities, such as playing fields
- Cultural Arts
 - Instructional
 - Gallery space
 - Workspace
 - Performance space
 - Children's museum or other family-focused amenity
- Infrastructure (such as stormwater facilities)
- Schools
- Town offices or other needed facilities
- Hold for future community needs not yet anticipated (i.e., land bank)
- Conventional market uses in high value locations, such as corner retail opportunities
- Facilitate development of affordable office space to nurture and retain second stage entrepreneurial companies

Adjournment

➤ The meeting adjourned at 11:00. The next meeting will be Thursday, May 4, 2017 at 9:00 a.m. in Meeting Room C at Chapel Hill Public Library.

Attachments

- TPTF Review of Priority Properties Summary Document
- Property Fact Sheets (accessible from [Town Properties Task Force project web page](#) as they are completed)

Goal:

- The goal of the Town Properties Task Force is to develop an overall strategic framework and initial ideas for specific sites, including those located in the Downtown area, for Council review in June 2017 and Council action in September 2017.

Resources:

- Project Web Page: <http://www.townofchapelhill.org/town-hall/departments-services/economic-development/town-properties-task-force>
- Board Web Page: <http://www.townofchapelhill.org/town-hall/government/boards-commissions> (Scroll down to Town Properties Task Force)
- Town of Chapel Hill Interactive Map: <http://townofchapelhill.maps.arcgis.com/apps/webappviewer/index.html?id=7c0b17839ad142178172ac4cc82e13b6>

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