



TOWN OF CARRBORO

PLANNING BOARD

301 West Main Street, Carrboro, North Carolina 27510

JUNE 3, 2021 -- REMOTE (ZOOM) MEETING

MEMBERS	GUESTS	STAFF
Rachel Gaylord-Miles, Vice Chair	Heather Ferrell, Concept Plan Team	Tina Moon
Braxton Foushee, Vice Chair	Jakob Gollon	Marty Roupe
James Baker	Robert Gaddy	Rebecca Buzzard
Khadijah Amina	Tyler Palmer	Zach Hallock
Elmira Mangum	Allen Knight	James Thomas
Susan Poulton		Laura Janway
Bruce Sinclair	Chris Baldwin, Text Amendment Applicant	Marsha Pate
		Anne-Marie Vanaman

Absent/Excused: (4) Catherine Fray, David Clinton, Rasam Tooloee, Eliazar Posada

Town Council Liaisons: Susan Romaine, Barbara Foushee, Jacquelyn Gist, and Sammy Slade

**I. WELCOME & INTRODUCTIONS**

Gaylord-Miles opened the meeting at 7:30PM and welcomed attendees from the Transportation Advisory Board, the Environmental Advisory Board, the Appearance Commission, the Economic Sustainability Commission, and the Stormwater Advisory Commission

**II. JOINT REVIEW**

**(A) Concept Plan for 1307 West Main Street**

Marty Roupe provided a brief introduction to the concept plan review process and introduced the applicant team. Heather Ferrell with JSA began the presentation. The property is located at 1307 West Main Street, which is near the intersection with James Street and NC 54 West. The proposal is for a mixed-use development with of office space and apartments, including affordable housing units. Jakob Gollon introduced the rest of the development team including Robert Gaddy, Tyler Palmer, and Allen Knight, and described their concept of a bike friendly, welcoming project with an emphasis on protecting the existing creek with a possible natural area/nature walk. Advisory board members asked questions and provided comments including but not limited to:

- the urgency for including affordable housing,
- planning for minimal parking
- revisiting a retail option to increase economic development and a connection with the community,
- maximizing energy efficiency
- preserving existing trees and supplementing with new native trees, and

- including pro-active stormwater management.

*All of the advisory boards except for the Planning Board and Transportation Advisory Board left the joint portion of the meeting at this time.*

**(B) Draft LUO Text Amendment Relating to Satellite Parking**

Moon made the staff presentation. The Town has received an application from Chris Baldwin, the owner of the restaurant 401 Main for text amendment that would expand the use of satellite parking. A public hearing has been set for June 15<sup>th</sup> and the matter referred to the Planning Board, Transportation Advisory Board and Economic Sustainability Commission.

Existing provisions in the Land Use Ordinance allows for the use of satellite parking when there is not sufficient space on site to accommodate the parking requirements. The request is to expand the provisions such that satellite parking can be used whether there is space to provide for the necessary number of parking spaces on site. This would be a significant departure from the way the Town has handled parking in the past.

A draft ordinance has been prepared with two options. Option A restates the applicant's request. Option B places the amendment in Section 15-299, and includes criteria—limiting the applicability and the number of spaces that could be relocated to satellite parking.

Mr. Baldwin explained that the request was due in part to safety issues with pedestrians and patrons and access to the restaurant.

Roupe responded to questions relating to the use of shared parking and the handling of agreements for documenting satellite parking arrangements. Roupe provided historical background on the Town's approach toward preparing text amendments that are narrow in scope when responding to a specific request for a development application. For the 401 Main property, the limit to four spaces is a conservative approach which will accomplish the desired interest.

*The Joint Review Portion of the Meeting ended at 9:10 PM*

**III. APPROVAL OF THE MINUTES**

Foushee moved to approve the May 20, 2021 minutes; Poulton seconded the motion.

**VOTE:**

**AYES:** (7) Gaylord-Miles, Foushee, Poulton, Sinclair, Mangum, Baker, Amina

**NOES:** (0)

**ABSENT/EXCUSED:** (4) Fray, Clinton, Posada, Tooloe

The May 20, 2021 Planning Board minutes were approved.

**IV. OTHER MATTERS**

**(A) Concept Plan for 1307 West Main Street**

The Planning Board will further discuss the concept plan on June 17<sup>th</sup> and prepare comment for the applicant.

1           **(B) Draft LUO Text Amendment Relating to Satellite Parking**

2 Sinclair summarized the discussion of the two options for the draft ordinance and expressed a  
3 preference for option B. Using the recommendation template, Sinclair went on to make a motion  
4 that the Planning Board recommend that the Town Council approve the draft ordinance for  
5 option B. Foushee seconded the motion.

6  
7 **VOTE:**

8 **AYES** (7) Gaylord-Miles, Foushee, Poulton, Sinclair, Mangum, Baker, Amina

9 **NOES** (0);

10 **ABSENT/EXCUSED** (4); Fray, Clinton, Posada, Tooloee

11  
12 The Planning Board membership indicated that no members had any financial interest associated  
13 with the amendment.

14  
15 Foushee motioned and Poulton seconded the motion for the associated findings, noting  
16 consistency with the goals and objectives for a vibrant downtown as described in the Carrboro  
17 Downtown Business District Guidelines for Design for small scale place making, the Downtown  
18 Carrboro New Vision for creating new special places that add to Carrboro’s quirky and artsy  
19 character, and Carrboro Vision 2020, particularly the provisions relating to Carrboro’s character  
20 and Downtown Vitality.

21  
22 The Planning Board also found the proposed text amendment reasonable and in the public  
23 interest because it will contribute toward the creation of a more vibrant and successful  
24 community.

25  
26 **VOTE:**

27 **AYES:** (7) Gaylord-Miles, Foushee, Poulton, Sinclair, Mangum, Baker, Amina

28 **NOES:** (0)

29 **ABSENT/EXCUSED:** (4) Fray, Clinton, Posada, Tooloee

30  
31 **V. ADJOURNMENT**

32 Motion was made by Foushee to adjourn the meeting, and seconded by Poulton.

33 The May 20, 2021 Planning Board meeting was adjourned by unanimous vote at 9:30 PM.