



## **Affordable Housing Advisory Commission Meeting**

May 17, 2023

7:00 PM

108 Bim Street

### **Agenda**

- I. **Welcome and Introductions of AHAC applicants (7:00-7:10)**
- II. **Consider Approval of the April 2023 Meeting Minutes (7:10-7:15)**
- III. **Presentation – Chamber of Commerce Big Bold Ideas (7:15-7:45)**
- IV. **Ordinance Amendment - Attendance requirements for Town boards and commissions (7:45-7:55)**
  - a. Recommendation
- V. **[Proposed Conditional Rezoning to M-3-CZ & Associated Text Amendments for South Green.](#) (7:55-8:05)**
  - a. Recommendations
- VI. **[Proposed Conditional Rezoning to R-3-CZ for 820 & 904 Homestead Road and 310 Lucas Lane.](#) (8:05-8:20)**
  - a. Recommendation
- VII. **Housing & Community Services Updates/Questions/Comments (8:20-8:30)**
  - a) Next meeting June 21st

AN ORDINANCE AMENDING THE CARRBORO TOWN CODE  
TO MODIFY ATTENDANCE REQUIREMENTS FOR BOARDS  
AND COMMISSIONS

\*\*DRAFT 4-28-2023\*\*

THE CARRBORO TOWN COUNCIL HEREBY ORDAINS:

Section 1. Section 3.7 (Human Services Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (b)(2) to read as follows:

(1) The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

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~~(2) Unless the chairperson waives the requirement, Members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 2. Section 3-24 (Transportation Advisory Board Established) of the Carrboro Town Code is amended by revising subdivision (b)(2) to read as follows:

(2) The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

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~~(3) (2) Unless the chairperson waives the requirement, Members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

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Section 3. Section 3-24.3 (Economic Sustainability Commission Established) of the Carrboro Town Code is amended by revising subdivision (d)(2) to read as follows:

(1) The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~(2) Unless the chairperson waives the requirement, Mmembers shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 4. Section 3-24.7 (Greenways Commission Established) of the Carrboro Town Code is amended by revising subdivision (d)(2) to read as follows:

(1) The chairperson ~~or staff liaison~~ liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~(2) Unless the chairperson waives the requirement, Mmembers shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 5. Section 3-24.14 (Carrboro Affordable Housing Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (f)(3)(c) to read as follows:

~~c. Unless waived by the chairperson, A all members shall be removed if they are absent without prior notice from three consecutive Commission meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this Section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice, then the Town Clerk~~

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~~will send a removal notice to the Commission member.~~ This removal shall be effective of such notice.

Section 6. Section 3-24.15 (Carrboro Stormwater Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (f)(3)(c) to read as follows:

c. ~~Unless waived by the chairperson~~ Person, All members shall be removed if they are absent ~~without prior notice~~ from three consecutive Commission meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this Section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice, then the Town Clerk will send a removal notice to the Commission member.~~ This removal shall be effective of such notice.

Section 7 Section 3-24.16 (Climate Action Team) of the Carrboro Town Code is amended by revising subdivision (b) that read as follows:

- (1) The chairperson ~~or staff liaison~~ shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three ~~two~~ consecutive meetings ~~or events~~, if they miss more than thirty percent of the meetings during a twelve-month period, or for failure to participate in at least one outreach event during the calendar year. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal shall be effective on the date of such notice.

Section 8. Section 3-27 (Recreation and Parks Commission) of the Carrboro Town Code is amended by revising subdivision (c)(2) to read as follows:

(c) Commission members may be removed as follows:

- (1) The chairperson ~~or staff liaison~~ shall file or cause to be file with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty

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percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten day after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal shall be effective on the date of such notice.

Section 9 Section 3-41 (Arts Committee Established) of the Carrboro Town Code is amended by revising subdivision (c)(2) to read as follows:

(c) Regular members may be removed as follows:

(1) The chairperson ~~or staff liaison shall~~ file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

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(2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal notice shall be effective on the date of such notice.

Section 10. Section 3-46 (Racial Equity Commission Established) of the Carrboro Town Code is amended by a new subdivision (d) that reads as follows:

(d) Commission members may be removed as follows:

(1) ~~(+)~~ The chairperson ~~or staff liaison shall~~ file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

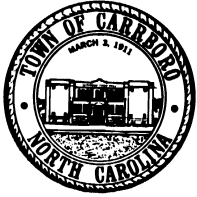
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(2) ~~M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. This removal notice shall be effective on the date of such notice.

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Section 11. This ordinance shall be effective upon adoption.



TOWN OF CARRBORO

Affordable Housing Advisory Commission

*301 West Main Street, Carrboro, North Carolina 27510*

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R E C O M M E N D A T I O N

MAY 17, 2023

**Town Code Amendments Related to Attendance for Advisory Boards and Commissions**

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the \_\_\_\_\_ of the Town of Carrboro recommends that the Town Council \_\_\_\_\_ the draft ordinance.

**VOTE:**

AYES: ( )

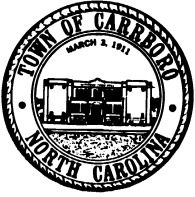
NOES: ( )

ABSTENTIONS: ( )

ABSENT/EXCUSED: ( )

\_\_\_\_\_  
(Chair)

\_\_\_\_\_  
(Date)



## TOWN OF CARRBORO

### Affordable Housing Advisory Commission

***301 West Main Street, Carrboro, North Carolina 27510***

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# R E C O M M E N D A T I O N

**MAY 17, 2023**

### **501 South Greensboro Street Conditional Rezoning to M-3-CZ**

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the \_\_\_\_\_ recommends that the Town Council \_\_\_\_\_ the draft ordinance.

**VOTE:**

AYES: ( )

NOES: ( )

ABSTENTIONS: ( )

ABSENT/EXCUSED: ( )

Associated Findings

By a unanimous show of hands, the \_\_\_\_\_ membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the \_\_\_\_\_ of the Town of Carrboro finds the proposed map amendment \_\_\_\_\_ consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly strategies relating to:

- Affordable Housing  
The applicant has committed to provide 15% affordable units, and other units may contribute toward missing middle housing. Homes will be in high transit area in close proximity to downtown, and suitable for walking and biking. Applicable strategies: 2.1, 2.3, 3.3, 4.4.
- Climate Action  
Inclusion of renewables, for residential units and inclusion of green building and site plan elements as part of original rezoning for South Green, including permeable pavement and other stormwater measures, strategy 3.1A.
- Economic Development  
Strengthening business districts and commercial areas in Carrboro's neighborhoods, strategy 2.2.
- Transportation & Mobility  
Strategies to identify sidewalks along development and design/construct, such as project 2.2
- Land Use  
Encourage higher density along priority corridors such as Greensboro Street, strategy 4.1

The \_\_\_\_\_ furthermore finds that the above described amendment is reasonable and in the public interest because it uses a mechanism that allows rezonings to occur under very specific conditions so as to ensure compatibility with surrounding and proposed uses.

**VOTE:**

AYES: ( )

NOES: ( )

ABSTENTIONS: ( )

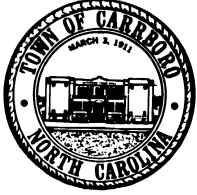
ABSENT/EXCUSED: ( )

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(Chair)

(Date)





# TOWN OF CARRBORO

## Affordable Housing Advisory Commission

**301 West Main Street, Carrboro, North Carolina 27510**

# R E C O M M E N D A T I O N

**WEDNESDAY, MAY 17, 2023**

### **Land Use Ordinance Text Amendment to Modify Uses, Building Height, and Open Space Standards Related to the M-3 Special Light Manufacturing District**

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the \_\_\_\_\_ recommends that the Town Council \_\_\_\_\_ the draft ordinance.

**VOTE:**

AYES: ( )

NOES: ( )

ABSTENTIONS: ( )

ABSENT/EXCUSED: ( )

**Associated Findings**

By a unanimous show of hands, the \_\_\_\_\_ membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the \_\_\_\_\_ of the Town of Carrboro finds the proposed text amendment \_\_\_\_\_ consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly strategies relating to:

- Affordable Housing – adding multifamily residential uses to the special manufacturing district creates opportunities for diverse housing for rent or purchase the possibility of live/work or work within the neighborhood. (2.1, 3.3, 4.4)
- Economic Development – allowing the M-3 special light manufacturing district to become mixed-use, with commercial and residential uses, which can strengthen business districts and commercial areas in Carrboro’s neighborhoods. (2.2)
- Land Use – creating opportunities to add density along priority corridors, and increasing the amount of land available for commercial and mixed-use development. (4.1, 5.1)

Furthermore, the \_\_\_\_\_ of the Town of Carrboro finds the proposed text amendment, is reasonable and in the public interest because of the relationship between the additional uses and the site and building elements deemed to satisfy the standard.

**VOTE:**

AYES: ( )

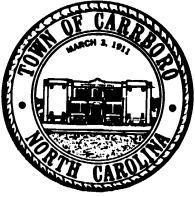
ABSENT/EXCUSED: ( )

NOES: ( )

ABSTENTIONS: ( )

\_\_\_\_\_  
(Chair)

\_\_\_\_\_  
(Date)



TOWN OF CARRBORO

Affordable Housing Advisory Commission

301 West Main Street, Carrboro, North Carolina 27510

RECOMMENDATION

MAY 17, 2023

802 and 904 Homestead Road, and 310 Lucas Lane

Conditional Rezoning to R-3-CZ

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the \_\_\_\_\_ recommends that the Town Council \_\_\_\_\_ the draft ordinance.

VOTE:

AYES: ( )

NOES: ( )

ABSTENTIONS: ( )

ABSENT/EXCUSED: ( )

Associated Findings

By a unanimous show of hands, the \_\_\_\_\_ membership indicated that no members have any financial interests, nor any close familial, business or other associational relationship to the landowner of the property subject to a rezoning petition that would pose a conflict of interest.

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the \_\_\_\_\_ of the Town of Carrboro finds the proposed map amendment \_\_\_\_\_ consistent with the Town of Carrboro 2022-2042 Comprehensive Plan, particularly:

- Affordable Housing Strategies to increase the number of size limited homes for purchase or rent, under 1.1, 2.3, 3.1 and 4.4.;
- Transportation & Mobility Strategies to identify sidewalks along development and design/construct, such as project 2.2;
- Land Use Strategies – to continue to increase residential density in Transition Area 1 and along key transportation corridors in a way that is compatible and interconnects with existing neighborhoods.

The \_\_\_\_\_ furthermore finds that the above described amendment is reasonable and in the public interest because it uses a mechanism that allows rezonings to occur under very specific conditions so as to ensure compatibility with surrounding and proposed uses.

VOTE:

AYES: ( )

NOES: ( )

ABSTENTIONS: ( )

ABSENT/EXCUSED: ( )

(Chair)

(Date)