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TOWN OF CARRBORO
JOINT REVIEW MEETING

301 West Main Street, Carrboro, North Carolina 27510

APRIL 7, 2022 – REMOTE MEETING

MEMBERS	GUESTS	STAFF
Braxton Foushee, Vice Chair	Homestead Road Concept Plan Applicants	Tina Moon
David Clinton	Adam Zinn	Marty Roupe
Catherine Fray	Omar Zinn	James Thomas
Elmira Mangum, Vice Chair	201 N Greensboro SUP-A Applicants	Laura Janway
Susan Poulton	Edward Lammas	Anne-Marie Vanaman
Bruce Sinclair	Carl Winstead	Marsha Pate
	Jeremy Anderson	

Town Council Liaisons: Danny Nowell, Barbara Foushee, Susan Romaine,

Absent/Excused: (4) Gaylord-Miles, Posada, Amina, Tooloe

Attendees: Peter Gitto, Jay “R,” Catherine Smith, and Will Hines, Town Engineer

I. WELCOME & AGENDA ADJUSTMENTS

Foushee opened the meeting at 7:40 PM. No adjustments were made to the agenda. The Planning Board, Transportation Advisory Board and Appearance Commission had quorums present.

II. JOINT REVIEW ITEMS

A. Concept Plan Review for Subdivision at 902 & 904 Homestead Road

Marty Roupe provided a brief explanation of the concept plan review process and turned it over to the applicants Omar and Adam Zinn to present their proposal for a residential development at 902 & 904 Homestead Road. The Zinn reported on the background of a previously permitted project on the property known as “Litchfield.” The Zinns showed two proposals for a residential project. The first proposal would create single family homes on 20 lots; the second proposal would provide approximately 70 dwelling units in a variety of multifamily housing types and require a rezoning. Both proposals will take into consideration the goals applicable via the proposed, new Comprehensive Plan regarding density and affordability. The projects will include stormwater features such as bio basins, many alternatives for road access, ample parking, and sidewalks. At this point, they do not anticipate including affordable units as part of the project.

B. Final Review for 201 N. Greensboro St. Commercial Project

James Thomas made the staff presentation noting the applicable requirements in the Land Use Ordinance. Thomas noted that the applicant will be requesting a reduction in parking. Jeremy Anderson, with the applicant’s team, provided more detail about the proposal: a three-story commercial building with space for retail and offices. The exterior will be clad in a combination of brick and metal panels. The site plan includes a number of shade trees and an outside seating area for a potential restaurant.

1 Catherine Smith, a resident/neighbor expressed concerns for pedestrians as supply trucks will most
2 likely block traffic and affect traffic flow. Smith also was concerned about how the building will
3 impact the neighborhood. Carr Mill is an anchor, the houses surrounding it is the neighborhood.

4 Jay "R", a resident/neighbor wondered how to incorporate cultural sensitivity to the design per
5 Comprehensive Plan vs. just a duplication of the other styles. Is there a market for office buildings?
6 Discussion led to concern for the exterior materials and how they complement the surrounding
7 building. Winstead and Lammas reinforced that their interest in having a very beautiful, useful
8 building and want to accommodate concerns for the area. They have had had conversations with
9 multiple neighbors and businesses and will look forward to addressing other concerns at the
10 forthcoming public meeting that is planned later this month.

11
12 **C. Consideration of Text Amendment Relating to Setbacks**

13 This item was referred to the Planning Board and Appearance Commission. Tina Moon made the
14 staff presentation, which included a brief overview of building setbacks, the current provisions in
15 the Land Use Ordinance and the changes that would be made if the amendment is adopted.

16
17 There was discussion about the suggested dimensions and the possible inclusion of a ramp in
18 addition to steps. Staff noted the existing provisions on the LUO for reasonable accommodations
19 in Article V. Peter Gitto, spoke briefly to the Board regarding his involvement in the construction
20 of the home where the stairs were constructed in the setbacks and his experience constructing other
21 homes in Carrboro and elsewhere. Gitto noted an interest for homeowners seeking to age in place.

22
23 *The Joint Review portion of the meeting ended at 9:45.*

24
25 **III. APPROVAL OF MINUTES**

26 Sinclair moved to approve the March 17, 2022 minutes and the motion was seconded by Poulton.
27 The March 17, 2022 minutes were approved by unanimous vote by Foushee, Fray, Clinton, Poulton,
28 Sinclair, and Mangum.

29
30 **III. OTHER MATTERS**

31 **A. Concept Plan Review for Subdivision at 902 & 904 Homestead Road**

32 Discussion postponed to the April 21, 2022 meeting.

33
34 **B. Final Review for 201 N. Greensboro St. commercial Project**

35 Discussion postponed to the April 21, 2022 meeting.

36
37 **C. Consideration of Text Amendment Relating to Setbacks**

38 Motion was made by Sinclair and seconded by Fray that the Planning Board of the Town of Carrboro
39 recommends that the Town Council approve the draft ordinance, with the following comments:

40
41 The draft ordinance be revised to include ramps equally with steps and also to expand the landing
42 permitted to five feet by five feet in size. We are requesting this modification even though the
43 reasonable accommodations provision exists in order that the LUO be equitable for citizens of all
44 abilities and not impose an additional regulatory burden on them.

45
46 **VOTE:**

47 AYES: (6) Poulton, Fray, Sinclair, Foushee, Clinton, Mangum

48 NOES: (0)

49 ABSTENTIONS: (0)

50 ABSENT/EXCUSED: (4) Gaylord-Miles, Posada, Amina, Tooloee

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2 Associated Findings
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4 By a unanimous show of hands, the Planning Board membership indicated that no members have any
5 financial interests that would pose a conflict of interest to the adoption of this amendment or any
6 close familial or business relationship to the applicant.
7

8 Motion was made by Fray and seconded by Mangum that the Planning Board of the Town of Carrboro
9 finds the proposed amendment is consistent with the intent of the setback standards in the Land Use
10 Ordinance, and Carrboro Vision2020 provisions for balanced and controlled growth.
11

12 Furthermore, the Planning Board of the Town of Carrboro finds that the text amendment is reasonable
13 and in the public interest because it allows for some limited flexibility subject to specific criteria and
14 while retaining the fire separation.
15

16 **VOTE:**

17 AYES: (6) Poulton, Fray, Sinclair, Foushee, Clinton, Mangum

18 NOES: (0)

19 ABSTENTIONS: (0)

20 ABSENT/EXCUSED: (4) Gaylord-Miles, Posada, Amina, Tooloee
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23 **D. Officer Elections**

24 The Planning Board identified a slate of officers at the February 3rd regular meeting but delayed the
25 formal vote until all the candidates were present. Foushee read out the slate: Braxton Foushee, Chair,
26 Bruce Sinclair Vice Chair and Catherine Fray, Vice Chair. The vote was unanimous for approval.
27

28 Staff polled Planning Board members about their comfort meeting in person again, and the majority
29 of the members present expressed a preference to continue meeting remotely, or to explore a hybrid
30 model.
31

32 **V. ADJOURNMENT**

33 Motion was made by Clinton to adjourn the meeting and seconded by Poulton.

34 The April 7, 2022 Planning Board meeting was adjourned at 10:05 PM with unanimous vote by
35 Foushee, Fray, Clinton, Poulton, Sinclair, and Mangum.
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