



TOWN OF CARRBORO
PLANNING BOARD MEETING

301 West Main Street, Carrboro, North Carolina 27510

SEPTEMBER 2, 2021 – REMOTE MEETING

MEMBERS	GUESTS	STAFF
Catherine Fray, Chair	Michael Claffey, Applicant, 719 Smith Level Road	Tina Moon
Braxton Foushee, Vice Chair	Hudson Vaughan, Pee Wee Homes, Applicant, 106 Hill Street	Marty Roupe
Rachel Gaylord-Miles, Vice Chair	Sarah Howell, Pee Wee Homes, Applicant, 106 Hill Street	James Thomas
Khadijah Amina	Lisa Fischbeck, Pee Wee Homes,	Zach Hallock
James Baker	Erika Walker, Pee Wee Homes,	Laura Janway
David Clinton	Conor Tighe -	Marsha Pate
Elmira Mangum	Alyssa Miserendino	
Eliazar Posada	Bill Gartland	Rebecca Buzzard
Susan Poulton	Heidi	Anne-Marie Vanaman
Bruce Sinclair		Heather Holley
		Emily Cochran
		Josh Dalton, Town Engineer

Absent/Excused: (1) Rasam Tooloee

Town Council Liaisons: Susan Romaine, Barbara Foushee

I. WELCOME & AGENDA ADJUSTMENTS

Catherine Fray opened the meeting at 7:30 P.M., welcome everyone and asked for representatives of each advisory board to report on whether a quorum was present. No adjustments to the agenda were requested.

II. JOINT REVIEW

A) Concept Plan for CUP at 719 Smith Level Road

James Thomas, Zoning staff, provided a brief introduction of the proposal. Michael and Mary Claffey are seeking to finish the area above their garage for use as a home office. With the addition of this new area of habitable space, the total size of the Claffey’s new home will exceed 3,500 square feet, and as such will require a SUP. Mr. Claffey addressed the boards and stated that he and his wife proposed to divide the space into two separate offices to allow them to work from home. No other modification to the home will be needed; there are no plans to receive clients on site which would require additional parking. If the SUP is not granted the applicant will have to wait three years to make the remodel.

B) Proposed Conditional Rezoning to R-3-CZ at 106 Hill St

Tina Moon, made the staff presentation. Pee Wee Homes has submitted a request to rezone the property at 106 Hill Street to develop three (300-400 sq. ft.) affordable housing units that would be available for rent to individuals earning up to 30 percent of the AMI (approximately

1 \$18,150). Moon reviewed the elements of the proposal on the conceptual site plan and
2 discussed the draft conditions, which focus on long-term affordability and designing the homes
3 to accommodate occasional ponding on the site. Moon noted that Pee Wee Homes received a
4 variance from the Board of Adjustment to allow the buildings to encroach into the stream
5 buffers (along the underground pipe), and have requested flexibility with regard to the on-site
6 parking requirement and recreational facility requirement. Moon also noted a condition of the
7 variance that the Town Engineer review/approve the zoning permit plans. The public hearing
8 has been set for September 28th, and advisory board recommendations will be included in the
9 public hearing materials provided to the Town Council.

10
11 Hudson Vaughan began the applicant's presentation with information on Pee Wee Homes, a
12 501C-3 non-profit organization. The project is an opportunity for assisting homeless adults to
13 find long-term housing, in a community with access to the downtown area and transit services.
14 The proposal is supported by the neighborhood. Vaughan described the success of a similar
15 development at the site of the Church of the Advocate located on Homestead Road. To be
16 eligible to live in a Pee Wee home, residents must earn a yearly income at or below 30 percent
17 of the Area Median Income level which comes to approximately \$18,150. The model helps
18 occupants with community programming and opportunities to build equity. The design of the
19 homes is intended to allow for aging in place.

20
21 Sarah Howell, architect for the project, commented on the characteristics of the site--the
22 topography and location of the underground stream and associated stream buffer requirements
23 in the center of the property--which limit the development potential for a larger single family
24 home, but lends itself perfectly to the construction of smaller homes along the developable
25 edges. Howell provided images of the homes in a conceptual architectural rendering and
26 images from completed projects. Howell noted discussions with the Town Engineer, regarding
27 the flood proof design for the foundation and the determination of the finished floor elevation
28 to accommodate occasional ponding during intense rain events. Howell expanded on
29 Vaughan's description of the tenants needs based on their experience with previous projects,
30 noting that most tenants do not have cars and that on-street parking is available if needed.
31 Howell and Vaughan also expressed interest in having tenants use the facilities at Baldwin Park
32 rather than add the cost of providing on-site recreational facilities to the project.

33
34 Conor Tighe (neighbor) expressed support for the project and agreement that parking wasn't
35 needed on-site. Tighe noted concerns about potential flooding at the site and noted the benefits
36 of an existing cluster of trees located at the property line with 104 Hill Street (his property) for
37 absorbing water during rain events, and asked for the applicant to install a landscaping plan
38 with similar benefits. His family is presently preparing the site soil for a natural field which
39 will illuminate the need of mowing for the property and improve natural habitats.

40
41 Bill Gartland, who also owns property in the neighborhood also mentioned the flooding
42 concerns and the need to include on-site parking, noting existing presence on parking on the
43 street but residents and people using Baldwin Park, particularly the community gardens.

44
45 Advisory board members asked the applicant questions about the previous projects that Pee
46 Wee Homes has completed or has underway, with regard to their tenant model, the need for
47 parking and recreational facilities—active facilities and/or more casual needs such as picnic
48 tables for building community among the tenants. Josh Dalton, the Town Engineer answered

1 questions about stormwater management and noted that he will be involved in the review and
2 approval of the zoning permit plans for the project, if it moves forward.

3
4 *The Joint Review portion of the meeting ended at 9:10 P.M.*

5
6 **III. APPROVAL OF MINUTES**

7 Foushee moved to approve the June 17, 2021 minutes, Baker seconded the motion. The June
8 17, 2021 Planning Board meeting minutes were approved by unanimous vote.

9
10 **VOTE:**

11 AYES: (10) Fray, Gaylord-Miles, Foushee, Sinclair, Amina, Baker, Clinton, Mangum,
12 Posada, and Poulton

13 NOES: (0)

14 ABSTENTIONS: (0)

15 ABSENT/EXCUSED: (1) Tooloee

16
17
18 **IV. OTHER MATTERS**

19 **A) Concept Plan for CUP at 719 Smith Level Road**

20 Poulton made a motion that the Planning Board has no comments regarding the concept plan.
21 Posada seconded the motion.

22
23 **VOTE:**

24 AYES: (10) Fray, Gaylord-Miles, Foushee, Sinclair, Amina, Baker, Clinton, Mangum,
25 Posada, and Poulton

26 NOES: (0)

27 ABSTENTIONS: (0)

28 ABSENT/EXCUSED: (1) Tooloee

29
30 **B) Proposed Conditional Rezoning to R-3-CZ at 106 Hill St**

31 After discussion, motion was made by Poulton and seconded by Posada that the Planning
32 Board recommends that the Town Council approve the rezoning with the following
33 comments.

34
35 The Planning Board enthusiastically supports this project. It is an excellent example of a
36 well-planned infill project, of truly affordable housing, and of a stormwater conscious
37 development. It's clear that a Pee Wee Homes has given and will continue to give this
38 project great thought and care.

39
40 The Planning Board encourages the Town to continue in partnerships with non-profits, like
41 Pee Wee Homes to develop more affordable units, especially truly affordable units that are
42 available to residents under 30% AMI.

43
44 Since Pee Wee Homes has found through experience that very few of their tenants have cars,
45 we recommend that the parking requirement for the project be reduced to zero spaces. In
46 addition, the location is convenient to public transit, is walkable, and has available on-street

1 parking nearby. We recommend that the references to on-site parking be removed from
2 proposed condition #1.
3

4 We further recommend that the town find a way to give Pee Wee Homes the maximum
5 possible flexibility with the recreational amenity requirements. This is a deeply affordable
6 development situated across the street from a public park.
7

8 **VOTE:**

9 AYES: (9) Poulton, Fray, Sinclair, Mangum, Gaylord-Miles, Baker, Posada, Amina, Clinton

10 NOES: (0)

11 ABSTENTIONS: (1) Foushee

12 ABSENT/EXCUSED: (1) Tooloee
13

14 **ASSOCIATE FINDINGS**

15 By a unanimous show of hands, the Planning Board membership indicated that no members
16 have any financial interests, nor any close familial, business or other associational
17 relationship to the landowner of the property subject to a rezoning petition that would pose a
18 conflict of interest.
19

20 Motion was made by Sinclair and seconded by Gaylord-Miles that the Planning Board of the
21 Town of Carrboro finds the proposed map amendment is consistent with *Carrboro Vision*
22 *2020*, particularly the provisions relating to Carrboro's support of diverse of housing types
23 and affordable housing goals in provisions 2.52, 3.28, 6.0, 6.11, 6.13 and 6.17, the goals set
24 out in the Town's Affordable Housing Goals and Strategies to increase the supply of
25 affordable rental housing units, particularly for individuals earning less than 60% AMI.

26 The Planning Board furthermore finds that the above described amendment is reasonable and
27 in the public interest because it uses a mechanism that allows rezoning to occur under very
28 specific conditions so as to ensure compatibility with surrounding and proposed uses.
29

30 **VOTE:**

31 AYES: (9) Poulton, Fray, Sinclair, Mangum, Gaylord-Miles, Baker, Posada, Amina, Clinton

32 NOES: (0)

33 ABSTENTIONS: (1) Foushee

34 ABSENT/EXCUSED: (1) Tooloee
35
36

37 **C) Officer Elections:**

38 A motion was made by Posada and seconded by Poulton to nominate the following slate of
39 officers for the 2021-22 term:
40

41 Chair: Rachel Gaylord-Miles

42 Vice Chair: Braxton Foushee

43 Vice Chair: Elmira Mangum
44

45 **VOTE:**

46 AYES: (10) Fray, Gaylord-Miles, Foushee, Sinclair, Amina, Baker, Clinton, Mangum,
47 Posada, and Poulton

1 NOES: (0)
2 ABSTENTIONS: (0)
3 ABSENT/EXCUSED: (1) Tooloe
4

5 **V. ADJOURNMENT**

6 Motion was made by Posada to adjourn the meeting and seconded by Poulton; the vote was
7 unanimous. The September 2, 2021 Planning Board meeting adjourned at 10:20PM.
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