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# TOWN OF CARRBORO

## PLANNING BOARD MEETING

301 West Main Street, Carrboro, North Carolina 27510

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### JUNE 16, 2022 – REMOTE MEETING

| MEMBERS                | GUESTS                      | STAFF             |
|------------------------|-----------------------------|-------------------|
| Braxton Foushee, Chair | Allen Gautier, B Matthews   | Patricia McGuire  |
| Rachel Gaylord-Miles   | Sophie Superman, 901 W Main | Tina Moon         |
| Elmira Mangum          |                             | Marty Roupe       |
| Catherine Fray         |                             | Ann Stroobant     |
| Bruce Sinclair         |                             | Marsha Pate       |
|                        |                             | Celina Amaya      |
|                        |                             | Jon Hartman-Brown |

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Town Council Liaisons: Danny Nowell (Planning Board), Barbara Foushee (TAB), Sammy Slade (CAT),  
Ranee Haven-O'Donnell (CAT)

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Absent/Excused: Khadijah Amina, David Clinton, Susan Poulton, Rasam Tooloee

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TAB Members: Swan, Pcolar, Keefe, Jones-Peretto

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#### I. WELCOME & AGENDA ADJUSTMENTS

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Foushee opened the meeting at 7:32 PM, welcoming all. Moon requested one adjustment to the agenda, to move the review of the parking study to the beginning of the meeting as the third joint review item-- II, C.

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#### II. JOINT REVIEW ITEMS

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##### A. Concept Plan for Matthews Family Building, Highway 54

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Allen Gautier representing the Matthews family presented the site plan design and building details for the project on NC 54 that requires a new special use permit. A metal framed building to house a small staff, minimal parking, and a small customer meeting area (like the Boar Brothers building across the street). It will be approximately 3000sf with a matching metal storage unit. The development of the new site plan is in progress. No further details at this point.

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##### B. Concept Plan for 901 West Main Street, Present Day on Main

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Sophie Superman presented the proposal, showing proposed changes to the existing site and building along with images new structures such as shipping containers for businesses or affordable homes. Superman emphasized BIPOC sensitivity and partnerships for tenants and businesses. A hospitable outside patio to offer beer & wine, parking for food trucks, and a stage for events is planned. A porch and screened-in patio available to other businesses creates alternative venues. Entrances both in front and back with excellent safety features for walkers and bikers to increase accessibility. Tree cover, color, paving alternatives, and the inclusion of solar are being explored. Questions and recommendations included consideration of bike/pedestrian access to the site and building elements, water runoff, utilizing shading for temperature control, ADU access in rear, and the possible use of speed bumps/stripping for the intersection and street entrances.

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1 **C. Review of Parking Study**

2 *(The Climate Action Team joined the meeting for the review of the Parking Study.)*

3 Hartman-Brown presented the results of the Walker Parking Study which included parking  
4 supply/demand, future parking needs/challenges, current parking policies, and paid parking practices.  
5 Convenient, ample parking comes at a cost for the town and residents. Recommendations from the study  
6 include identifying dedicated enforcement for parking areas, creating pay only lots, enhancing public  
7 parking communication, utilizing social media, seeking auxiliary funds, and developing a parking  
8 advisory board. The study was conducted in a manner consistent with standard practices for analysis and  
9 the nuances are not considered such as impact of the COVID-19 Pandemic or the attempt to calculate  
10 occupancy impacts. Per Hartman-Brown, clarifying notes for discussion included:

- 11 • Previous studies and lack of action.
- 12 • Social media like Wayfinders could be impactful
- 13 • Consideration of moving staff parking and creating more park and ride
- 14 • Town Manager determines the budget for implementing a parking policy

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16 Comments, questions & suggestions from advisory board members included the following:  
17 Understanding town and employees parking needs is critical 5-10 years out and creating policies vs  
18 repeating studies. Pay lots managed by automation or people? Revenue should be applied to greenways  
19 vs more parking. Wayfinders important and signage is critical. Limit future studies. Take incremental  
20 approach for implementing changes.

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22 *The Joint Review Portion of the Meeting ended at 8:54PM*

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24 **III. APPROVAL OF MINUTES**

25 Sinclair made a motion to approve the June 2, 2022, minutes; seconded by Fray. The June 2, 2022  
26 were approved unanimously.

27 Vote: Ayes (5) Foushee, Fray, Gaylord-Miles, Mangum and Sinclair; Noes (0); Abstentions (0);  
28 Absent/Excused (3): Amina, Clinton, Poulton, Tooloe.

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30 **IV. OTHER MATTERS**

31 **A. Concept Plan for Matthews Family Building, Highway 54**

32 Planning Board members discussed the proposal and noted that they had no objections to the concept  
33 plan as presented. They encouraged the applicant to consider going above and beyond the requirements  
34 for managing stormwater.

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36 Sinclair made a motion to convey the above comments to the applicant; Gaylord-Miles seconded the  
37 motion. moved to approve the concept plan; seconded by Gaylord-Miles.

38 Vote: Ayes (5) Foushee, Fray, Gaylord-Miles, Mangum and Sinclair; Noes (0); Abstentions (0);  
39 Absent/Excused (3): Amina, Clinton, Poulton, Tooloe.

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41 **B. Concept Plan for 901 West Main Street, Present Day on Main**

42 After discussion, Fray made a motion to convey the following comments to the applicant, Mangum  
43 seconded the motion.

- 44 • We appreciate the creativity and wanting to include affordable housing and small commercial  
45 space.
- 46 • To reduce the cooling load for the affordable housing units consider retaining existing trees and/or  
47 including the installation of solar panels.
- 48 • As you continue to develop your plan, consider the bike/ped circulation system within the site; you  
49 may wish to provide some sort of designated pedestrian path and/or sidewalk structure, particularly

1 for ADA needs. You may also wish to explore the use of stone dust or other gravel products, as  
2 alternative to pavement.

3 Vote: Ayes (5) Foushee, Fray, Gaylord-Miles, Mangum and Sinclair; Noes (0); Abstentions (0);  
4 Absent/Excused (3): Amina, Clinton, Poulton, Tooloee.

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6 **C. Review of Parking Study**

7 After discussion Planning Board members prepared the following comments:

- 8 • The Town Council should move forward on the recommendations in the 2017 and 2021 parking  
9 studies with all possible speed.
- 10 • Paid parking should be implemented. Consider a reduced rate for short-term parking, such as a 15–  
11 30-minute free period, or other methods to avoid penalizing low-income residents and visitors.
- 12 • Part of the revenue should be used to encourage alternative transportation choices, such as  
13 greenways, bike routes, local transit etc.
- 14 • The membership of the parking advisory committee should include people who work in and visit  
15 Carrboro, not only residents and business owners.
- 16 • Get a handle on student and faculty parking. Provide employees with a decal during business hours,  
17 the decal should work between the hours of 8:00AM – 5:00PM.
- 18 • Continue to seek public/private parking arrangements.

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20 Sinclair made a motion to forward the Planning Board’s comments to the Town Council; Gaylord-  
21 Miles seconded the motion. Vote: Ayes (5) Foushee, Fray, Gaylord-Miles, Mangum and Sinclair;  
22 Noes (0); Abstentions (0); Absent/Excused (3): Amina, Clinton, Poulton, Tooloee.

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25 **V. ADJOURNMENT**

26 Having completed all items on the agenda, Fray moved to close the meeting at 9:54 PM; seconded by  
27 Mangum. The meeting ended with a unanimous vote at 9:54PM.