

**AGENDA**  
**CARRBORO BOARD OF ALDERMEN**  
**TUESDAY, OCTOBER 12, 1999**  
**7:30 P.M., TOWN HALL BOARD ROOM**

Approximate Time\*

7:30 - 7:40    A.    REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

7:40 - 7:45    B.    CONSENT AGENDA

(1)    **Approval of Minutes of Previous Meeting:** October 5, 1999

(2)    **A Request to Adopt a Budget Ordinance for Transfer of Contingency Funds to the Fire Department Camera Fund**

The purpose of this agenda item is to amend the 1999-2000 budget to transfer funds from contingency to the Fire Department Camera Fund. The Board of Aldermen, at its regular meeting of September 28, 1999, made a motion to donate \$5,000 in the memory of Mr. Eric Crabtree, a retired firefighter and the father of Sarah C. Williamson, Town Clerk and Robbie Crabtree, a Carrboro fireman, for a thermal imaging camera for the Carrboro Fire Department.

(3)    **A Request to Adopt a Resolution Designating Agent of Town to Execute Application for Federal Emergency Management Assistance**

On September 15, 1999, Hurricane Floyd hit the Triangle Area of North Carolina. As a result, Orange County and all the municipalities within, including the Town of Carrboro, are eligible for disaster relief. As part of the process for receiving disaster funds, the Board must approve a resolution designating an agent to act on behalf of the Town in applying for the funds. The Board is requested to adopt the attached resolution to authorize Assistant Town Manager L. Bingham Roenigk as the Town's agent.

(4)    **A Request to Set a Public Hearing for Carrboro's 2000 – 2002 Municipal TIP**

The N.C. Department of Transportation (NCDOT) has begun the new Biennial State Transportation Improvement Program (TIP) process. This means that the Board of Transportation will adopt a new TIP at the end of two years instead of at the end of one year. NCDOT is requesting that the local governments and their respective metropolitan planning organizations begin the biennial process by updating their project lists. Should the Mayor and Board of Aldermen wish to proceed with any action on this matter, the administration recommends that the attached resolution be adopted which sets a public hearing for October 26, 1999 and that the draft TIP be submitted for public comment.

(5)    **A Resolution Making an Appointment to the Transportation Advisory Board**

The Chair of the Transportation Advisory Board is recommending that Chris van Hasselt be appointed to the TAB. The administration requests that the Board consider adopting the attached resolution making this appointment.

7:45 - 7:55    C.    RESOLUTIONS, PROCLAMATIONS AND CHARGES

D. PUBLIC HEARINGS

7:55 – 8:10  
NP

(1) **Continuation of Public Hearing on Land Use Ordinance Text Amendments Relating to Public Hearing Notices for Special and Conditional Use Permits**

An ordinance has been drafted that would increase the notification requirement of adjacent property owners to sites requesting special use permits from 150 feet to 500 feet. This amendment has been proposed in response to the Board of Aldermen's request. Staff has also noted the need to revise the requirements for publishing notices for hearings on conditional use permits. The administration recommends that the Board of Aldermen adopt the attached draft ordinance.

E. OTHER MATTERS

8:10 – 8:25  
P/5

(1) **Review of the Report on Vernacular Architectural Standards Review Process**

During a review of a proposed process to review the Vernacular Architectural Standards (VAS) on September 7, 1999, the Board of Aldermen requested additional information. The staff has expanded the information on the proposal to establish a steering committee to review the standards. The Board may wish to consider the attached resolution, which directs staff to proceed with the initiation of this process.

8:25 – 8:40  
P/5

(2) **Report and Request to Set a Public Hearing on a Land Use Ordinance Text Amendment to Limit the Expansion of Bed and Breakfasts**

In conjunction with the Board's establishment of a Bed and Breakfast use in late June, the Board requested additional information on one component of the ordinance that limited the expansion of any structures used for this purpose. A report has been prepared on this matter. Should the Board wish to consider including such a limitation in the provisions affecting bed and breakfasts, the attached resolution has been prepared that will, upon adoption, set a public hearing for November 16, 1999.

8:40 – 8:55  
P/5

(3) **A Report on Enforcement Processes and Procedures Associated with Violations of the Land Use Ordinance and Development Permits**

At its 1999 retreat, the Board of Aldermen requested the Planning Department to outline the enforcement processes and procedures used to regulate development projects and permits within the town. This information is in support of Goal #2 from the retreat. The purpose of Goal #2 is to: "Provide effective, efficient and responsible government." The Zoning Division prepared the attached report using current administrative policies of the Division and the provisions for enforcement contained in the Land Use Ordinance. This report outlines the processes and procedures currently used for enforcing violations of the land use ordinance and development permits and provides some suggestions for improving the town's enforcement efforts.

8:55 – 9:05 BREAK

9:05 – 9:15

(4) **Report on Designation of School Sites**

On Thursday, July 15, 1999 the Chapel Hill-Carrboro School Board adopted a resolution requesting the Town of Carrboro, Town of Chapel Hill and Orange County to take action that they deem appropriate to identify potential school sites (selected by the school board) in their respective land use plans. The purpose of this item is to consider the school board's request and to review the staff's response.

- 9:15 – 9:20 F. MATTERS BY TOWN CLERK
- 9:20 – 9:30 G. MATTERS BY TOWN MANAGER
- 9:30 – 9:40 H. MATTERS BY TOWN ATTORNEY
- 9:40 – 9:50 I. MATTERS BY BOARD MEMBERS

\*The times listed on the agenda are intended only as general indications. Citizens are encouraged to arrive at 7:30 p.m. as the Board of Aldermen at times considers items out of the order listed on the agenda.