

A RESOLUTION APPROVING A REQUEST FOR FUNDS FROM THE AFFORDABLE  
HOUSING SPECIAL REVENUE FUND TO MAKE EMERGENCY SEWER REPAIRS FOR THE  
HILLSBOROUGH ROAD HOUSING COOPERATIVE LOCATED AT 619 AND 621  
HILLSBOROUGH ROAD.

Resolution No. 182/2011-12

WHEREAS, the Board of Aldermen on, June 27, 2007, by the adoption of resolution no. 244/206-07 created the Affordable Housing Special Revenue Fund; and

WHEREAS, the creation of the fund is another way in which the Board can advance its goal of increasing and maintaining the stock of affordable housing within the Town and its planning jurisdiction; and

WHEREAS, the Affordable Housing Special Revenue Fund was also designed to provide emergency housing repair for Carrboro residents without the means to do it on their own; and

WHEREAS, the Weaver Community Housing Association has requested funding from the Affordable Housing Special Revenue Fund for the Hillsborough Road Cooperative to hook on to the public sewer system (OWASA); and

WHEREAS, total cost of the hook-up will cost an estimated \$27,214; and

WHEREAS, The WCHA will participate in the cost from their Repair Reserve, organized a community fund raiser, and will utilize a residential sewer hook on subsidy from the Town; and

WHEREAS, The WCHA is requesting the Town to contribute to the sewer hook-up in the amount of \$9000.00; and

WHEREAS, Town Staff and the Community Home Trust have reviewed the request and determined that it meets the criteria set forth in the Affordable Housing Special Revenue Fund and recommends that the Board approve the deferred loan for the sewer hook-up for a term of 5 years; and

WHEREAS, the loan should be forgiven at an amount \$1,800.00 per year on the condition that the Weaver Community Housing Association and the Hillsborough Road Cooperative continue to meet the needs of affordable housing and only rent to persons who earn no more than 60% of the median income and that they sufficiently fund future capital expenses by aggressively increasing their reserves; and

WHEREAS, a budget amendment is required is required to expend these funds for the purpose proposed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1. The Board of Aldermen approves this deferred loan in the amount of \$9,000.00 for 5 years to be forgiven in the amount of \$1,800.00 per year and to be secured by a lien against the property

until the debt is satisfied on the property contingent on the conditions set forth by staff in this resolution.

Section 2. This resolution shall become effective upon adoption.

Date: June 6, 2012

To: Economic and Community Development Department

From: Weaver Community Housing Association

Re: Use of Affordable Housing Special Revenue Fund for Sewer Connection at 619 and 621 Hillsborough Road (Hillsborough Road Cooperative).

Purpose: The Weaver Community Housing Association (WCHA) is requesting funds from the Affordable Housing Special Revenue Fund for the Hillsborough Road Cooperative (HRC).

Description: The HRC was founded in the fall of 2001 by the WCHA. Since its founding, the HRC has provided affordable housing to those earning 80% or less of AMI. At the time of purchase of the property, the age of the septic system was unknown (later found to be roughly\* 50 years at time of purchase [\*county records incomplete]), as well as the risk of failure posed by an old system. As of April 18, 2012, the septic system has begun to fail. The WCHA, working with the Orange County Health Department and OWASA, has identified a connection to city sewer as the best solution to ensuring the property remains both habitable and affordable.

How This Project Qualifies: The HRC has served not only as an affordable housing provider, but also as a catalyst for other affordable cooperative housing projects. The HRC has long provided affordable housing to individuals earning 80% or less than area median income. The HRC has also served as a showcase for cooperative affordable housing, receiving attention in local and national media<sup>1</sup>.

The total cost for the project will be

\$19,895 Sewer Connection Construction Costs<sup>2</sup>  
 \$3,500 Philip Post & Associates Project Administration Fee<sup>1</sup>  
 \$3,499 OWASA Service Charge<sup>2</sup>  
 \$320 OWASA Sewer Tap Fee<sup>3</sup>  
**\$27,214 TOTAL**

Sources of current funding are as follows

\$13,214 WCHA Repair Reserve  
 \$3,000 Dance Magic Dance Productions<sup>4</sup>  
 \$2,000 Town of Carrboro sewer connection subsidy<sup>5</sup>  
**\$18,214 TOTAL**

**\$9,000 difference between total cost and funds available**

Request: We request \$9,000 from the Affordable Housing Special Revenue Fund to pay for the remainder of the cost of this project.

[Additional Information Follows]

- 
- 1 Estimate given by Timothy Smith, PLS, PE of Philip Post & Associates in an email dated 6/5/12
  - 2 As figured by heated square foot of housing, price quoted by Joe Leo, Engineering Technician, OWASA 6/5/12
  - 3 As quoted by Joe Leo, 6/5/12
  - 4 Theater troop based out of the Hillsborough Road Co-op
  - 5 Eligibility confirmed by Town Clerk Cathy Wilson 6/5/12

### Hillsborough Road Cooperative History

In the fall of 2001, a group of affordable housing advocates, environmental and social justice activists, and residents of low wealth communities from the Carrboro/Chapel Hill area united to form the Weaver Community Housing Association (WCHA), the first affordable, cooperative housing nonprofit in the Southeast.

Between September – December 2001, the WCHA worked with Carrboro elected officials and community planners to found the Hillsborough Road Cooperative (HRC), the first nonprofit cooperative residence in the Southeast. The HRC consists of two houses that provide seven units of affordable cooperative housing for low income individuals (earning no greater than 80% AMI), a 1,000 square foot studio space for community activities, and nearly an acre of land. Residents hold weekly meeting, maintain a community garden, and have hosted open houses and numerous other community events, ranging from environmental conferences to theater productions. Residents also engage in regular maintenance of both houses and the property, allowing them to acquire hands on experience in property maintenance, building valuable skills for those who later choose to become homeowners<sup>iii</sup>.

Since its founding, the HRC has stayed true to the goal of providing affordable cooperative housing to low income individuals. Members submit their most recent tax returns annually to verify that their income is 80% or less than AMI. In the event that member income increases in between filings, they are required to either submit paystubs, or an Income Verification Form<sup>iv</sup> (if no paystubs are available) to demonstrate the change.

### Septic System Failure

The HRC is currently facing a failure of it's septic system and has an immediate need to connect to city sewer to resolve the situation. The septic system is now over 60 years old. The system's percolation field has become saturated, and unable to absorb any additional wastewater. Additionally, the septic piping that runs through the percolation field has broken in at least one place.

Environmental Health Specialist Phil Vilaro of the Orange County Health Department visited the HRC on April 18. After a site evaluation and soil analysis he determined that by modern regulations our property was not capable of supporting a septic system rated to handle the average wastewater load of a seven bedroom property. Phil described our options as 1) connecting to city sewer, or 2) installing a wastewater storage vault that would be regularly pumped to avoid overflow.<sup>v</sup>

The pumping fees associated with option two would be so great as to increase the operating costs of the HRC to the extent of making rent payments unaffordable to those earning 80% or less of AMI. Option one, while marked by a significant upfront payment, would allow the HRC to handle wastewater in a manner that would enable the rent to remain affordable.

### Long Term Maintenance Considerations

The cost of connecting to city sewer will significantly reduce the repair reserve maintained by the WCHA. In order to ensure longevity of the project in the face of future repair needs, the HRC will continue to set aside a portion of each monthly rent payment to be earmarked as reserve funds.

To supplement this accrual, the WCHA will begin a sustained fundraising drive to replenish the funds spent on the sewer connection project. A schedule of such events is already being prepared, and include monthly community dinners, concerts and workshops, all designed with the intention of gathering donations. The WCHA is in a good position to launch such an initiative. Over the years the WCHA has established a strong network of support within the Carrboro/Chapel Hill area that it will draw upon to raise funds for the repair reserve.

That the WCHA has long engaged residents directly in property management is another reassuring factor when considering long term maintenance. Any repairs that come due during this period of a depleted repair reserve

will be completed with free labor from our skilled residents.

The above information, and following attachments, should indicate that the HRC qualifies for funding from the Affordable Housing Special Reserve Fund, that it is a valuable provider of affordable housing in the area, and that the investment of these funds by the Town of Carrboro will allow the HRC to continue in perpetuity.

Please contact the HRC directly if any additional information is needed for this process.

HRC Board Member Devin Ross is available at (919) 358 – 5828, or [ross.devin@gmail.com](mailto:ross.devin@gmail.com).

Sincerely,

Joe Carlson  
President of the Board  
Weaver Community Housing Association

## Beyond Feng Shui: 7 Steps to Bring Harmony into Your Home

UTNE READER

# UTNE READER

OCTOBER 2002

by the oil industry.

—REBECCA WIENBAR

YOUR  
VISIONARIES  
SO UNDER 30  
WHO ARE MAKING  
YOUR HOME

### Nonprofit Landlord

## Dawn Peebles, 25

Chapel Hill, North Carolina

After years of renting a house together, Dawn Peebles and her five housemates realized that they'd forked over \$50,000 to their landlord and had nothing much to show for it. After doing a little research, they formed the Hillsborough Road Cooperative and soon bought two houses, one of which has a large gathering space for community concerts and events. "Our approach to cooperative ownership has been to turn private property into affordable, community-controlled living space," says Peebles. While co-op residents do not accrue equity in their homes, they enjoy reasonable rent because the houses are owned by a nonprofit trust—a long-term sustainable form of affordable housing. Peebles and her housemates formed a group called Objective: Collective and now travel nationwide conducting workshops on this cooperative model of housing, which has relevance not only for young people like themselves, but also for squatters and retired folks. —JULIE MADSEN

GARY HALVORSON



Curious members of the Carrboro community tour the houses owned by the six members of the Hillsborough Road Cooperative at an open-house Sunday. The six residents acquired loans to buy two houses in January.

# 1st Local Co-op Houses Open Doors

By SCOTT LAPIERRE  
Staff Writer

The six young residents of the Hillsborough Road Cooperative in Carrboro welcomed about 25 curious neighbors and local residents during an open-house Sunday.

The Carrboro-Chapel Hill Cooperative Housing Association, an umbrella organization encompassing the Hillsborough Road Cooperative, is a nonprofit organization composed of six local residents who acquired loans to purchase two houses in January. The co-op is

the first of its kind in the coastal Southeast.

All six residents are members of the board of directors for the co-op association, and each pays an equal amount toward the mortgage, up to \$300 per resident. The nonprofit organization acquires all of the equity from these properties," said Bruce Burnside, a member of the co-op, highlighting one benefit of owning as opposed to renting.

Burnside said he saw the project blossom from an idea shared by seven Chapel Hill roommates in 1998 into the cooperatively owned houses at 619 and 621 Hillsborough

Road. A goal of the co-op is to build another property in 10 years that would provide affordable housing to Carrboro residents, he said.

But Burnside said there were a lot of things that almost went wrong on the road to cooperative ownership. "For example, the original price for one of the houses) was \$75,000 too high. Luckily, the sellers were very accommodating."

Burnside said Ruffin Slater, founder and general manager of Weaver Street Market, was instrumental in providing advice and behind

See OPEN HOUSE, Page 4

## OPEN HOUSE

From Page 3

the scenes support. "His clown kind of made this possible," Burnside said.

Lori Hoyt, a Carrboro resident who was at the open house to greet her new neighbors and see the houses, said she has lived in cooperative housing in the past. "It's a wonderful opportunity for young people when you can own your own home," she said.

With this freedom, the co-op members

will use the houses for community events, art exhibits and concerts. Money raised at these events will help pay for the loans that were raised to purchase the properties.

The co-op residents have even larger plans for the future. Co-op member Dawn Peebles said the organization will try to expand the program in other ways, possibly including housing for low-income residents as well.

Peebles, who graduated from UNC two years ago with a degree in sociology, said what makes the co-op work are the skills each member contributes.

Peebles said she is taking classes at Central Carolina Community College to learn about carpentry, electrical work and other valuable homekeeping skills.

With no landlords, the co-op members are on their own for maintenance and repairs. "It's a different kind of consciousness," Burnside said. "You don't treat it like a rental property. You take care of it like a rental property, but it's a something completely different."

The City Editor can be reached at lbydesk@nc.rr.com.

# People who know their stuff share it with others

BY ISAAC GROVES

chh@heraldsun.com; 910-1035

**CARRBORO** — A weekend "skillshare" sponsored by the Weaver Community Housing Association gave about 100 people the chance to educate each other, exchange information and learn new things.

The event featured workshops in alternative fuels, construction and repair techniques, outdoor skills, arts and crafts, preparing local foods, gardening and scavenging.

About half of the people who participated in the event — which started on Friday and ran through Sunday — came from the Triangle, but the skillshare drew participants from all over North Carolina and as far away as Washington, D.C., said Leif

Forer, a member of the co-op.

Last spring, the skillshare featured a workshop on social issues like racism, homophobia and community building put together by a group called the N.C. Pollinators. While co-op members say it was a great conference, there were plenty of those discussions going on in North Carolina's liberal pockets.

"We decided to do something with a more practical application," Merrill said.

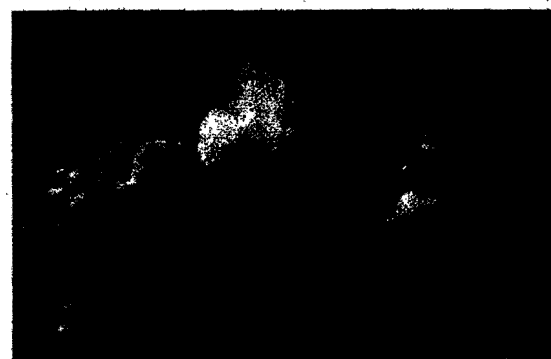
Informality was the rule of the day Sunday when the six participants in a primitive fire-making workshop put on by a man who goes by the name Mart R gathered on a tarp and a gray wool blanket behind the kitchen of one of the co-op's two houses at the corner of Hillsborough Road

and North Greensboro Street.

Some of R's students ate breakfast and watched as others repeatedly scraped steel strikers or files across hunks of quartz.

"Try going all the way across the surface like this," R said as he demonstrated with his own steel and stone. "Obviously you're just not going to start a fire very soon with that little spark. So you need to add something to the equation, and that something is charcoal."

R showed his students the charcoal he'd made from burned cotton, and how to place it in the center of a bird-nest-like bundle of tinder made from dry tulip poplar bark. The next lesson was on stripping bark from a pile of



THE HERALD-SUN | WALT UNIKS

Francesca Hyatt blows into a bundle of tinder to start a fire during a Fire by Friction class during a "skillshare" series of workshops Sunday in Carrboro. During the event, people shared their knowledge about a wide range of skills.

see **SKILLS** | PAGE 5

## SKILLS

FROM PAGE 1

branches R had set aside.

The workshop was only scheduled to run for two hours, but co-op member and fire-making student Jason Merrill explained the schedule is based on "punk rock time," meaning it has a lot of

built-in flexibility.

R's lesson plan included fire-starting with flint and steel, and the use of a bow and drill to start a fire with friction.

On the porch, there was a less hands-on workshop on biofuels. Forer and Silk Hope farmer and teacher Rachel Burton gave a lecture and demonstration on making bio-diesel from a mixture of vegetable oil, lye, water

and rubbing alcohol to about seven people who took notes and contributed their own technical information.

Burton and Forer teach a class on biofuels at Central Carolina Community College, and their workshop seemed to draw the most interest from participants.

Burton and Forer are still working to convert their own vehicles to bio-fuels, so they

invited Mark Weinand, a saxophone player and music teacher who drives a converted 1998 Volkswagen Jetta with the words "powered by vegetable oil" painted on the side.

The car's tailpipe emits no visible exhaust, but it does produce a smell not surprisingly like a hot skillet.

Weinand says he is not by nature a motorhead, but was

instantly attracted to the idea of using something other than gasoline to power a car.

"When I found out about running a car on something other than petroleum, it just blew my mind, and I decided I had to do that," Weinand said. "I love it, I get a real charge driving on grease."

Weinand says he found his \$800 conversion kit at [www.greasecar.com](http://www.greasecar.com) and gets his

fuel from a few restaurants specializing in fried foods. He says conversion kits run from \$400 to \$800, and he made his conversion in a single day.

There are drawbacks that go beyond getting "a little bit greasy," he said.

"I can't go anywhere without getting bad cooking jokes," Weinand said.



ii. ATTACHMENT TWO: Cost Estimate from Philip Post & Associates

PHILIP POST & ASSOCIATES

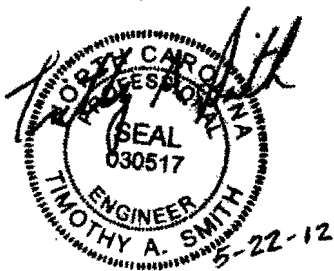
PROJECT: 619 HILLSBOROUGH RD. SEWER CONNECTION  
ENGINEER'S ESTIMATE OF CONSTRUCTION COST  
OPTION "A" PRIVATE SERVICE CONNECTION

JOB NO.: 321201  
DATE: 05/21/12

321201CE01.xls  
BY: TAS

CLIENT: DEVIN ROSS

	ESTIMATED QUANTITY	UNIT	UNIT COST	TOTAL COST
<b>EROSION CONTROL:</b>				
1 MISCELLANEOUS EROSION CONTROL MEASURES	1	LS	\$1,200.00	\$1,200.00
<b>SUBTOTAL</b>				\$1,200.00
<b>SANITARY SEWER ITEMS:</b>				
1 BORE CONNECTION TO EXISTING MANHOLE	1	EA	\$1,500.00	\$1,500.00
2 6" PVC SEWER SERVICE	438	LF	\$20.00	\$8,760.00
3 CONNECT TO EXISTING DWELLING	2	EA	\$500.00	\$1,000.00
<b>SUBTOTAL</b>				\$11,260.00
<b>CURB and SIDEWALK</b>				
1 3' PRIVATE SIDEWALK	6	LF	\$12.75	\$76.50
<b>SUBTOTAL</b>				\$76.50
<b>MISCELLANEOUS SITE FEATURES</b>				
1 LANDSCAPING	1	LS	\$500.00	\$500.00
2 SEEDING and MULCHING	0.1	AC	\$1,400.00	\$140.00
<b>SUBTOTAL</b>				\$640.00
<b>DESIGN AND PERMITTING</b>				
1 SURVEYING AND DESIGN DRAWINGS	1	LS	\$3,700.00	\$3,700.00
2 PERMITTING	1	LS	\$500.00	\$500.00
<b>SUBTOTAL</b>				\$4,200.00
<b>SUBTOTAL</b>				\$17,300.00
15% CONTINGENCY				\$2,595.00
<b>ESTIMATE OF TOTAL SITE CONSTRUCTION COST</b>				\$19,895.00



iii. ATTACHMENT THREE: Operations Checklist

**HILLSBOROUGH ROAD CO-OP OPERATIONS CHECKLIST (p. 1/3)**

	WEEKLY	HRS/MO	DATE	NAME(S)
<input type="checkbox"/>	Mow lawn	4		
<input type="checkbox"/>	Trim hedges, weed-eating (two people)	4		
<input type="checkbox"/>	Yard Clean-up: Clear debris, leaves, litter, random shit, etc.	2		
<input type="checkbox"/>	Raking and mulching leaves	4		
<input type="checkbox"/>	Compost management; turn over at least twice weekly	2		
<input type="checkbox"/>	Gardening: weeding	3		
<input type="checkbox"/>	Gardening: planting and harvesting	3		
<input type="checkbox"/>	Take out trash & recycling to curb & pick up	1		
<input type="checkbox"/>	Clean out greywater buckets	1		
<input type="checkbox"/>	Clean bathroom (two people)	4		
<input type="checkbox"/>	Sweep all common areas, under appliances, cabinets, etc	2		
<input type="checkbox"/>	collect owner-less possessions and assemble in one-week "limbo-zone" on the way to dump	2		
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

	BI-MONTHLY	HRS/MO	DATE	NAME(S)
<input type="checkbox"/>	Mow lawn (summer and spring only); in front & around buildings (two people)	2		
<input type="checkbox"/>	Scrub bathtub/shower	2		
<input type="checkbox"/>	Mop floors (two people)	2		
<input type="checkbox"/>	Clean out fridge	1		
<input type="checkbox"/>	Dust, clear spider webs, clean out corners Clean all appliances, light fixtures, fans, tops of cabinets, cabinets under sinks, laundry areas, and other areas particularly prone to dust and moisture.	4		
<input type="checkbox"/>	clean porches	2		
<input type="checkbox"/>	Membership Coordinating – coordinates resident-member meetings, rotates facilitators, organizes resident selection & review committees	3		
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

# **ELLSBOROUGH ROAD CO-OP OPERATIONS CHECKLIST (P. 2/3)**

MONTHLY	# HRS	DATE	NAME(S)
<input type="checkbox"/> Dump run/Recycle drop (two people, one truck)	3		
<input type="checkbox"/> Shopper & Stocker: Trip to hardware/dollar store	2		
<input type="checkbox"/> Clean/organize dry goods	1		
<input type="checkbox"/> clean stove & exhaust hood filters	1		
<input type="checkbox"/> Clean windows (internal & external) (two people)	2		
<input type="checkbox"/> wash community towels, dish-rags,	1		
<input type="checkbox"/> collect & deposit rent	1		
<input type="checkbox"/> pay bills	2		
<input type="checkbox"/> clean studio (vacuuming, mopping, two people)	2		
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			

BI-ANNUALLY	# HRS	DATE	NAME(S)
<input type="checkbox"/> Clean gutters and downspouts. Ensure that downspouts are secure, and that the discharge is an appropriate distance from the foundation.	5		
<input type="checkbox"/> Check rubber gaskets (fit around the plumbing vent pipes on the roof) for caulking needs when gutters are cleaned. The seals deteriorate and split, permitting minor leakage. Consider painting the flashings.	0-2		
<input type="checkbox"/> Monitor the grading along the foundations to verify that the grade is well sloped away from the foundation	1		
<input type="checkbox"/> Inspect the exterior walls and foundation for evidence of decay, damage, cracking or movement. Watch for bird nests, vermin or insect activity around exterior bath, clothes dryer and kitchen vents.	1		
<input type="checkbox"/> Trim back tree branches and shrubs to ensure that they are not in contact with the house.	6		
<input type="checkbox"/> Examine the roof for damage to singles, flashings and chimneys.	2		
<input type="checkbox"/> Improve caulking and weather-stripping in windows as necessary. Paint and repair windowsills and frames as necessary. Decay will be found the first 3" at end of a board. Window, roof dormer, framed chimney trim & doorframes are the most common places to find decay.	0-8		
<input type="checkbox"/> Shut off isolating valves for exterior hose bibs in the fall. Remove water hoses from "frost free" hose bibs to prevent freeze damage.	1		
<input type="checkbox"/> Caulk bathroom (showers, toilet, sink, etc.)	2		
<input type="checkbox"/> Inspect for evidence of wood boring insect activity. Eliminate any wood/soil contact around the perimeter of the home.	1		
<input type="checkbox"/> Clean out Septic w/ Rid-X	1		
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			

# **HILLSBOROUGH ROAD CO-OP OPERATIONS CHECKLIST (P. 3/3)**

NO.	DESCRIPTION	PTS.	DATE	NAME
<input type="checkbox"/>	Inspect exterior walls of houses and replace decaying panels.	8		
<input type="checkbox"/>	Check the condition of the water hoses to the washing machine. Replace the hoses every five (5) years	2		
<input type="checkbox"/>	Examine the electrical panels, wiring and electrical components for evidence of overheating. Ensure that all components are secure. Flip the breakers on and off to ensure that they are not sticky.	2		
<input type="checkbox"/>	Inspect the attic/crawl space roof vents; check for obstructions. Also, survey for evidence of leakage, condensation or vermin activity. Even out insulation if needed to reduce heat loss and gain.	2		
<input type="checkbox"/>	Examine & replace heating/cooling air filters	1		
<input type="checkbox"/>	Shut off isolating valves for exterior hose bibs in the fall. Remove water hoses from "frost free" hose bibs to prevent freeze damage to the hose bib.	1		
<input type="checkbox"/>	Replace smoke detector batteries.	1		
<input type="checkbox"/>	Have the heating, cooling and water heater systems cleaned and serviced.	1		
<input type="checkbox"/>	Hire plumber to test the Temperature and Pressure Relief (TPR) Valve on water heaters.	1		
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

NO.	DESCRIPTION
✓	Carefully monitor faucets & shower heads; notify Co-op Maintenance Manager immediately if they are leaking and additional repair or replacement is needed.
✓	Monitor the ground level walls for evidence of moisture, mold, etc.
✓	Keep all appliances clean and test periodically; report problems ASAP to Co-op Maintenance Manager.
✓	Use your bathroom fan! The heater may not work but it is important to use the fan regularly and repair as needed!
✓	Bug prevention: be rigid about preventing water accumulation and leaving food items & soiled dishes out. Remember that inviting roaches & other bugs into your apartment creates a problem for the entire building.
✓	Keep the carpets, ceiling, walls and flooring clean and stain-free. Repair any damage that you've caused; be prudent with picture & shelving holes (fill significant holes w/putty & apply touch-up paint accordingly)
✓	Don't leave trash, broken furniture, dirt, debris, leaves, etc in front of your door and stairwell. This is a safety hazard and is really gross-looking, not to mention a haven for creatures large & small. Objects that have been sitting useless for more than two weeks are subject to a dump run & the fee applied accordingly!
✓	Put shit back!!!! Don't walk away with community stuff and don't leave your things in the common spaces.

### INCOME VERIFICATION FORM

This form is used in order to verify the employee's eligibility for housing with the Weaver Community Housing Association, a non-profit affordable housing organization that creates and maintains affordable, cooperative housing for lower income individuals and families. This information will be kept private and viewed only by WCHA and the Orange County Department of Housing and Community Development.

**Permission to release information:** I, \_\_\_\_\_, give permission to the employer mentioned on this form to release my income information to Weaver Community Housing Association.

**SIGNATURE OF WCHA RESIDENT:** \_\_\_\_\_

Information from employer

DATE: \_\_\_\_\_

EMPLOYEE NAME: \_\_\_\_\_

EMPLOYEE POSITION: \_\_\_\_\_

DESCRIPTION OF JOB: \_\_\_\_\_

EMPLOYER NAME: \_\_\_\_\_

EMPLOYER ADDRESS: \_\_\_\_\_

Please indicate the employee's gross earnings:

Last pay period earnings: \_\_\_\_\_

Dates of pay period: from: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Total annual earnings: \_\_\_\_\_

### SIGNATURE OF EMPLOYER

*I certify that all of this information is true and correct.*

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Employer's telephone number: \_\_\_\_\_

## Orange County Health Department

Colleen Bridger, MPH, PhD  
Health Director



Prevent • Promote • Protect  
Partnering for the Public's Health

ATTENTION: DEVIN ROSS  
WEAVER COMMUNITY HOUSING ASSOCIATION  
619 HILLSBOROUGH RD  
CARRBORO NC 27510

April 24, 2012

RE: Failing septic tank system at 619 & 621 HILLSBOROUGH RD  
PIN 9779403127  
TMBL 7.107.B.19

Dear Mr Ross,

A representative from our office made a site visit to your property at the above referenced location on 04/18/2012. During this visit, it was determined that the septic system is malfunctioning by surfacing W of the dwelling at 619 Hillsborough Rd. This condition poses a risk to public health and is a violation of state law and rules adopted by the Orange County Board of Health<sup>1</sup>.

The existing system (see attached permit dated 9/28/1950) was originally constructed to serve the residence at #619, which currently has 5 bedrooms. At some point, the building at #621 was converted from a woodworking shop to a 2 bedroom dwelling and connected to the system, which therefore currently serves a combined design flow of 7 bedrooms (i.e., 840 gal/day).

A site and soil evaluation was conducted on 4/18/12 to investigate the possibility of repairing the system. Soil borings were made on the subject lot and the vacant adjoining lot, which you also own (PIN 9779402220). Insufficient area of provisionally suitable soil was found to construct a wastewater system capable of treating 840 gal/day (see attached denial of IP12-00089). Including both lots, an area of provisionally suitable soil exists which may be sufficient for a system sized for no more than 4 bedrooms (480 gal/day). In order for the required permits to be issued for installation of such a system, appropriate architectural changes in one or both buildings to reduce the design flow to the correct level would have to be proposed and approved by this office, and the two lots would have to be combined. No work is to be done to the septic system without prior authorization or permitting by our office. A list of registered septic contractors is available on request and also at our website:

<http://www.co.orange.nc.us/envhlth/contractors/TypesofContractors.asp>

Alternatively, you may wish to pursue the option of connecting to OWASA sewer. During the site visit I observed that the residence immediately to the S, at 617 Hillsborough Rd, has recently been connected to the OWASA sewer system. Upon connection to sewer, the existing septic tank would have to be permanently abandoned under permitting and inspection by this office.

<sup>1</sup> "Rules For Wastewater Treatment and Disposal Systems" adopted by the Orange County Board of Health, and Article 11 of Chapter 130A of the General Statutes of North Carolina.

Environmental Health Services  
131 W. Margaret Lane, Suite 100 • Hillsborough, NC 27278  
Phone: (919) 245-2360 | Fax: (919) 644-3006  
[www.orangecountync.gov/envhlth](http://www.orangecountync.gov/envhlth)

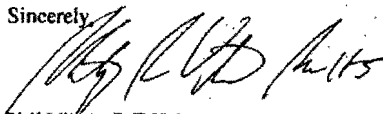
The final option is to place the buildings on a permanent pump-and-haul contract with a registered septage hauler (septic pump). This would require the installation of a properly sized (i.e., 1950 gal or greater capacity) septic tank to serve as a storage vault, abandonment of the existing tank, and the installation of (a) telemetric monitoring device(s), all of which require permitting, inspection, and approval by this office.

A failing septic system is a serious situation that requires your immediate attention. Please contact me within 10 days, that is, no later than 5:00 PM on Friday, May 4 to discuss this matter and to advise me of your plans. You must have the system repaired, or an approved repair plan in place within 30 days, that is, by 5:00 PM on Thursday, May 24, 2012, in order to avoid legal action.

In the interim, you are hereby required to contact a registered septage hauler (septic pump) to pump out the septic tank immediately and to continue having it pumped out at a frequency that will prevent this discharge of sewage.

If you have any questions about this notice, please do not hesitate to contact me at 919-245-2362 (my direct office extension).

Sincerely,



Phil Vitro, R.E.H.S.  
Environmental Health Specialist

CC: Andy Adams, Onsite Program Supervisor; File



## Orange County Health Department

Environmental Health Division

P.O. Box 8181, 131 West Margaret Lane, Suite 100

Hillsborough, NC 27278

Phone 919-245-2360 Fax 919-644-3006

www.co.orange.nc.us

### NOTICE OF IMPROVEMENT PERMIT DENIAL

Parcel Pin: 9779403127  
Application Date: 04/11/2012

TMBL: 7  
Application #: IP12-00089

Applicant: ROSS DEVIN  
Address: 619 & 621 HILLSBOROUGH RD  
CARRBORO NC 27510  
Phone: 919-358-5828

Owner: WEAVER COMMUNITY HOUSING ASSOC  
Address: 619 HILLSBOROUGH RD  
CARRBORO NC 27510  
Phone:

Property Desc.: #1 HILLSBOROUGH ST HOUSE P92/199 Lot Size: 0.65  
Prop Address: 619 HILLSBOROUGH RD CAPL

In response to an application dated 04/11/2012, the Orange County Health Department conducted a soil/site evaluation on the referenced property. According to the application, the proposed facility would have required a system with a design waste flow of 840 gallons per day.

This evaluation was performed to determine if the property meets the minimum site criteria for the installation of a ground absorption sewage treatment and disposal system as defined in Article 11 of Chapter 130A of the General Statutes of North Carolina and the Rules for Sewage Treatment and Disposal Systems as adopted by the Orange County Board of Health.

Based on the site evaluation, the proposed site was determined to be **UNSUITABLE** for installation of a ground absorption sewage treatment and disposal (septic) system. A copy of the site evaluation is enclosed. The site is classified unsuitable based on the following:

- 1: [NOT-Met] The site does not have adequate space of provisionally suitable soil to accommodate a wastewater system (and repair area if applicable). (.1945)
- 2: [NOT-Met] The site does not have sufficient depth of provisionally suitable soil above soil wetness conditions. (.1942)

The site evaluation was conducted considering possible site modifications and alternative, modified, and innovative systems. However, due to the limitations of the site evaluated, and based on the evaluation results to date, we have determined that none of the options can be implemented to reclassify the sites from **UNSUITABLE** to **SUITABLE** or **PROVISIONALLY SUITABLE**. Therefore, the request for an improvement permit is denied. The following are options that may be available to you:

1. Evaluate more property. As per the Orange County Health Department Policy and Procedure, if your parcel is greater than 2 acres, only a two acre portion is considered per application. If you wish to have more property tested, you can make application for further evaluations. Also, adjacent or surrounding properties may be evaluated to determine if an easement or property recombination is feasible.
2. Hire a soil consultant. Another option would be to hire a private Licensed Soil Scientist to evaluate the remainder of the property. If the soil scientist finds an area, you may submit another application for an improvement permit accompanied by the soils report with a map identifying the area. A list of soil scientists is available upon request.
3. Hire an engineer consultant. You may wish to obtain the services of a private engineer, soil scientist, or geologist to collect site-specific data and submit such data and a system design to the health department for a technical review in accordance with .1948 (d). A site may be reclassified to provisionally suitable provided that written documentation, including engineering, hydrogeologic, geologic, or soil studies indicate to the health department that a proposed septic tank system can reasonably be expected to function satisfactorily and in accordance with .1948 (d).

4. Consider non-conventional system alternatives. The site may be a candidate for possible site modifications or system alternatives. Some options that should be considered by your consultant may include: pretreatment, experimental and innovative systems, off-site systems, modified systems, incinerating and chemical toilets, privies, as well as systems regulated by the State such as spray irrigation,

EH IP 11/11/03

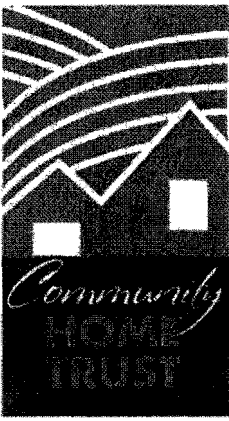
Pick up \_\_\_\_\_

Mail \_\_\_\_\_ File \_\_\_\_\_

Reviewed CAP



- i ATTACHMENT ONE: News Clippings
- ii ATTACHMENT TWO: Cost Estimate from Philip Post & Associates
- iii ATTACHMENT THREE: Operations Checklist
- iv ATTACHMENT FOUR: Income Verification Form
- v ATTACHMENT FIVE: Letter from Phil Vilaro, Orange County Health Department



Date: June 13, 2012

To: Mayor Chilton and the Board of Aldermen  
 From: Robert Dowling  
 Re: Request from Weaver Community Housing Association

At the request of Annette Stone, I have reviewed the written request from Weaver Community Housing Association (WCHA) to access the Town's Affordable Housing Funds. Ms. Stone and I also met with two residents of the Hillsborough Road Cooperative to learn more about their request for funding.

Based upon our visit and their formal request to the Town, two things are clear:

1. The septic problems must be addressed, and
2. Substantial costs will be incurred by WCHA.

**BOARD OF  
DIRECTORS**

Mary Bratsch  
President

Alan Lee  
Treasurer

Bruce Runberg  
Secretary

Jess Brandes

Cresha Cianciolo

Jacquelyn Gist

Eric Hallman

Michael Hansen

Pam Hemminger

Lisa Inman

Jaimie Lee

Jim Merritt

Gene Pease

Jonathan Weiler

Executive Director  
Robert Dowling

If approved, these Town funds may be the first public investment in these homes, which therefore warrants compliance with public requirements. Based upon information in their written request, HRC has been in compliance with the Town's affordable housing guidelines – they rent bedrooms to persons who earn less than 80% of the area median income and they verify incomes annually. The Town may want to ask for additional information about rental rates and incomes if this request for funding is granted. The Town may also ask if incomes can be capped at 60% of median income, which is more typically the maximum for rental housing.

I believe we want HRC to be successful, and providing \$9,000 to address this septic problem is a long-term solution to an immediate problem. Affordable rental properties are an important component of the housing continuum and cooperative housing is a viable form of providing rental opportunities.

As we know obtaining new affordable housing is expensive. It is more efficient to keep existing affordable housing affordable and well maintained so that it continues to serve those who will need that housing in the future. For these reasons, I support the request for assistance.

Lastly, I would encourage the folks at WCHA to continue to plan for future capital expenses, such as roofs, heating systems, etc. Over time all of these components will need to be replaced.

Thank you for your consideration of this perspective.

Sincerely,

*Robert Dowling*  
 Robert Dowling  
 Executive Director

A RESOLUTION CREATING AN AFFORDABLE HOUSING  
SPECIAL REVENUE FUND

Resolution No. 244/2006-07

WHEREAS, the Board of Aldermen has, through the adoption of policies and ordinances attempted to endorse and encourage the creation of affordable housing within the Town and its planning jurisdiction; and

WHEREAS, the Board believes that the creation of an Affordable Housing Special Revenue Fund will be another way in which the Board can advance its goal of increasing the stock of affordable housing within the Town and its planning jurisdiction; and

WHEREAS, the term "affordable housing" shall have the meaning specified in Section 15-182.4 of the Carrboro Land Use Ordinance;

NOW THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. The Town shall establish and maintain an Affordable Housing Special Revenue Fund. Payments to the Town made by developers in lieu of providing affordable housing under the applicable provisions of the Land Use Ordinance shall be deposited into this fund. Other revenue sources for the fund may include grants, donations, loans, interest payments, or other revenues that may become available.

Section 2. The Board shall authorize all disbursements from the fund.

Section 3. Appropriations from the fund may be in the form of grants or loans and may be used for any of the following purposes:

To guarantee the payment of loans or subsidize the interest rate on loans made by financial institutions to qualified individuals for the purpose of acquiring or rehabilitating affordable housing (such guarantees shall not extend beyond funds available in the Affordable Housing Special Revenue Fund);

To provide direct deferred payment loans to qualified individuals to supplement loans made by financial institutions for the purpose of acquiring or rehabilitating affordable housing;

To purchase land for reconveyance to nonprofit affordable housing agencies;

For down payments, earnest money, or first options on properties to be made available to low or moderate income families or individuals by nonprofit agencies that are in the business of meeting the housing needs of such families or individuals.

To pay some or all of the expenses associated with the construction of affordable housing;

To acquire developed properties suitable for resale to qualified low and moderate income buyers;

To pay some or all of the pre-development costs (such as feasibility studies, appraisals, land options and preparation of an application) for projects to be developed for the purpose of providing rental or owner-occupied affordable housing.

To provide grants to organizations for land trust projects that guarantee long-term affordability of a property through a 100-year renewable ground lease.

Consider also, to provide permanent subsidies to reduce the sales price of existing housing units so as to make it more affordable as well as new homes developed under the Town's affordable housing policies. Restrictive covenants, affordability easements, and/or other mechanisms would be required from affordable housing agencies.