

The regular meeting of the Carrboro Board of Aldermen was held on Tuesday, November 19, 1991 at 7:30 P.M. in the Town Hall Board Room.

Present and presiding:

|                   |                     |
|-------------------|---------------------|
| Mayor             | Eleanor G. Kinnaird |
| Aldermen          | Randy Marshall      |
|                   | Tom Gurganus        |
|                   | Hilliard Caldwell   |
|                   | Frances Shetley     |
|                   | Jacquelyn Gist      |
|                   | Jay Bryan           |
| Town Manager      | Robert W. Morgan    |
| Town Attorney     | Michael B. Brough   |
| Deputy Town Clerk | James E. Spivey     |

APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION WAS MADE BY TOM GURGANUS AND SECONDED BY JACQUELYN GIST THAT THE MINUTES OF NOVEMBER 12, 1991 BE APPROVED. VOTE: AFFIRMATIVE ALL.

\*\*\*\*\*

PROCLAMATION ISSUED

Mayor Kinnaird issued a proclamation proclaiming the week of December 01-07, 1991 as Home Care Week.

\*\*\*\*\*

AMERICAN DISABILITIES ACT

Mayor Kinnaird stated that the Town of Chapel Hill would be holding a public hearing, in its council chamber, on December 05, 1991 regarding the American Disabilities Act. The Transportation Department of the Town of Chapel Hill is in the process of implementing the regulation of the American Disabilities Act. All citizens with questions/comments regarding this matter were urged to attend this public hearing.

Alderman Gist requested that the Town of Carrboro receive a copy of the Minutes of this public hearing.

\*\*\*\*\*

PUBLIC HEARING/CONDITIONAL USE PERMIT REQUEST/CARRBORO POST OFFICE

Helen Waldrop, the town's Zoning Administrator, was sworn in. Ms. Waldrop stated that this public hearing was to receive citizen input regarding a conditional use permit request which would allow construction of a U.S. Post Office at the corner of James Street and 54 West. The parcel is zoned B-4. Ms. Waldrop reviewed the staff report and staff recommendations. Ms. Waldrop presented slides and transparencies of the existing site.

James Manor, Planning Board Chairman, was sworn in. Mr. Manor reviewed the Planning Board recommendations and explained the Planning Board's concern regarding the widening of the intersection of James and Main Streets, the barbed wire fence, and proposed pedestrian access.

Alex Zaffron, TAB Chairman, was sworn in. Mr. Zaffron reviewed the Transportation Advisory Board's recommendations which dealt specifically with the requested conditional use permit.

William McKenzie, Appearance Commission Chairman, was sworn in. Mr. McKenzie reviewed the Appearance Commission's recommendations and voiced the Commission's desire to have townwide design guidelines developed to assist in making recommendations regarding the design of development.

Mike Benz, Construction Project Manager of the Post Office, was sworn in. Mr. Benz informed the Board that a security fence around the detention pond is mandated by the U.S. Post Office for liability reasons and the bus stop crosswalk is also a Post Office requirement. Mr. Benz reviewed the summary recommendations and stated that numbers 5, 15, 18, 20, 21, 22, and 23 were basically unacceptable to the Post Office.

Peggy Hubbard, Town of Carrboro Post Master, was sworn in. Ms. Hubbard gave an overview of the present postal facility in regards to work conditions, citizen accessibility, traffic flow accessibility, and the limited number and sizes of postal boxes. Ms. Hubbard stated that she understood the

neighborhood's concern, but stated that, if approved, the post office should be a "good" neighbor. 195

Michael Robinson, James Street resident, was sworn in. Mr. Robinson expressed his disappointment with the Board's introduction and passage of a May 21, 1991 resolution regarding the post office. Mr. Robinson felt that this resolution did not allow the town or citizens input regarding the post office. Mr. Robinson supported having the post office built, but stressed the need for stop signs and that access to the site should be from Old Fayetteville Road. He felt that access from James Street is inappropriate. Mr. Robinson stated that other commercial development on the Lloyd Tract should not be accessed from James Street.

Alderman Gurganus explained that the resolution was passed to assure that the Postal Service would go through the Town's review process. The Postal Service is not required to go through a review process. Alderman Gurganus further explained that with the Postal Service going through the process, an opportunity for town and citizen input is created.

Charles Finley, 200 Carol Street, was sworn in. Mr. Finley stated that he was disappointed that the Aldermen chose to defer action regarding the traffic impact to the James Street community. Mr. Finley supported having the post office built but made recommendations regarding the conservation of the buffer area, traffic flow, and the realigning of Lorraine Street.

M.C. Russell, neighborhood citizen, was sworn in. Mr. Russell voiced his disappointment in the process and felt that construction plans were needed which would show construction limits.

Chris Goertzen, neighborhood citizen, was sworn in. Mr. Goertzen stated that he supported Mr. Finley's presentation. Mr. Goertzen stated that he had

concerns regarding the buffer and felt that seventy-three parking spaces are sufficient.

Melva Okun, Rainbow Drive resident, was sworn in. Ms. Okun endorsed the Planning Board recommendations, but voiced major concern regarding traffic flow and safe pedestrian traffic.

Liz Sherouse, James Street resident, was sworn in. Ms. Sherouse voiced concern regarding the fence material to be used and buffer protection.

Dani Daniele, 116 Carol Street, was sworn in. Mr. Daniele voiced concern regarding traffic flow. Ms. Daniele felt that stop lights are needed to control traffic speed.

Giles Blunden, neighborhood citizen, was sworn in. Mr. Blunden supported the post office being built but voiced concern regarding the structure's facade.

Gordon Brown, attorney for the Lloyds', was sworn in. Mr. Brown voiced concern regarding the recommendation to realign the utility lines to enter the post office site at the post office's enter-exit intersection with James Street. Mr. Brown felt that this recommendation would be unfair to the Lloyds for possible future development on the tract of land.

A letter was received from Allen and Susan Spalt regarding this matter.

MOTION WAS MADE BY TOM GURGANUS AND SECONDED BY RANDY MARSHALL THAT THE APPLICATION IS COMPLETE. VOTE: AFFIRMATIVE ALL.

MOTION WAS MADE BY TOM GURGANUS AND SECONDED BY RANDY MARSHALL THAT THE APPLICATION COMPLIES WITH ALL APPLICABLE REQUIREMENTS OF THE LAND USE ORDINANCE. VOTE: AFFIRMATIVE ALL.

MOTION WAS MADE BY TOM GURGANUS AND SECONDED BY RANDY MARSHALL THAT THE APPLICATION BE GRANTED SUBJECT TO THE FOLLOWING CONDITIONS:

1. That the Lorraine Street ROW be shown as 80 feet. It is currently shown incorrectly on the plan at 60 feet.
2. That James Street be shown correctly placed within its ROW. James Street lies to one side of the center line of the ROW, so that any widening would take place to the west. James Street is currently shown in the middle of the ROW.
3. That site triangles be shown from the James Street pavement rather than the property line, as well as at the NC 54 driveway, before construction plan approval.

4. That the radius at the turns on the James Street driveway be widened to allow for smoother traffic flow.
5. That the drop-off boxes be reconfigured to allow for a U-turn around the island for cars coming from the NC 54 entrance.
6. That the handicapped parking spaces be shown on every sheet.
7. That a concrete sidewalk be built across the property from the bus stop on Main Street to the east of the parking lot of the Post Office including a marked crosswalk connecting to the proposed sidewalk at the front of Post Office. Also that a concrete sidewalk be extended from the existing sidewalk in the front of the building to the western edge of the property, connecting the entrance of the post office to the access road onto Highway 54.
8. That prior to construction plan/final plat approval all necessary easements be field verified.
9. That the entrance/access road onto Highway 54 West be constructed to collector road standards.
10. That the 6 inch water line be indicated as an 8 inch line on the plans.
11. That the final plat that creates the lot that is to be the site of the post office (the "post office lot") shall show the creation of an exchange of easements between the post office lot and the remaining portion of the original tract. Written documentation that shows the creation of or contractual obligation to create such easements may be provided in lieu of easement descriptions on the final plat. The easements shall be as shown on the plans approved in conjunction with the conditional use permit for the post office. However, the precise locations and dimensions of such easements may be adjusted as necessary to conform to information generated in the field.
- 11.A. The following easements over the original tract shall be created to serve the post office lot:
  - a) water and sewer service
  - b) electric power
  - c) gas
  - d) telephone and cable
  - e) access
  - f) sight
  - g) sign
  - h) storm water control and drainage
  - i) security fence encroachment
- 11.B. The following easements over the post office lot shall be created to serve the original lot.
  - a) water and sewer service
  - b) electric power
  - c) gas
  - d) telephone and cable
  - e) pedestrian access
  - f) sight easements at entrance to Highway 54
  - g) sign
  - h) storm water control and drainage
12. That the eight-foot fence with barbed wire be erected around the minimum required area at the back of the building to secure the Post Office vehicles and the rear of the building. The eight-foot fence with barbed wire should not be extended beyond the northeast corner of the loading area, and should not surround the detention pond.
13. That a fence with heavy landscaping (Type A screening), be erected around the detention pond. It should measure no higher than six feet and have no barbed wire.
14. Provide Type A Opaque screen around the perimeter of the fence with the exception of 54 Bypass (along the south side of the property). Provide Type B screen along James Street that would be interspersed between the existing river birches.
15. Create a lighting plan that would create minimal light pollution into the adjoining neighborhood.
16. The developer shall be responsible for all improvements as shown on the plans prior to issuance of a certificate of occupancy.

17. Staff is to work with OWASA and Duke Power to determine the location of the utilities that would be the least disturbing to the tree buffer<sup>187</sup> along James Street.
18. That common red brick with dark and light highlights be used and furthermore the appearance commission would like to comment on the brick selection prior to construction plan approval.
19. That the fencing along the detention pond and James Street (east) be moved to the edge of the loading dock and that a wrought iron decorative security fence (as is in use at the Southern States in Carrboro) be used along that section as indicated on the attached plan. If wrought iron fencing cannot be used, the zoning administrator may authorize an insignificant deviation to this permit to provide for the use of an alternate fencing material.
20. That for the appearance and buffering of James Street the existing tree buffer along James Street should be retained to the extent possible except for the easement necessary for water and sewer.
21. That if the property owner decides to dedicate all or a portion of the property between the post office site and James Street (which include the Duke Power easement) to the Town, then the dedication shall be shown on the final plat.
22. That a wheel-chair accessible path be built diagonally across the property from the bus stop to the front of the building, with appropriate lighting.
23. Indicate pedestrian cross-walks on the plan to be installed across the parking lot to allow customer safe crossing, and we recommend that these cross-walks be similar to those found at the Estes Drive post office, which are raised, marked, and a different texture, such as cobblestone or brick.
24. That a sign be posted at the James Street entrance which says "NO TRUCKS".
25. All construction traffic is to be routed to and use the 54 Bypass.
26. No drop-off boxes are to be installed on James Street.
27. That the Postal Service look at ways to improve the appearance of the facade.
28. Construction limits are to be shown on the construction drawings and protected areas are to be designated on-site by orange-mesh fencing.
29. That staff and the town engineer review and approve revised plans prior to construction plan approval to insure the least amount of disturbance for drainage facilities from the detention pond.
30. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the Carrboro Town Hall. Any deviations from or change in these plans must be submitted to the zoning administrator in writing and specific written approval obtained as provided in Section 15-64 of the Land Use Ordinance.
31. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.

VOTE: AFFIRMATIVE ALL

\*\*\*\*\*

#### CONSIDERATION OF ROAD IMPROVEMENTS TO JAMES AND LORRAINE STREETS

It was the consensus of the Board of Aldermen to re-schedule this matter. On December 03, 1991, the Board will receive input from the James Street community regarding traffic and proposed road improvements to James and Lorraine Streets.

\*\*\*\*\*

#### BUDGET AMENDMENT

The administration recommended that the Board of Aldermen adopt the ordinance amending the 1991-92 budget which would authorize the transfer of \$1,500 from the General Fund Contingency to fund Carrboro's share of the cost associated with repairing Chapel Hill's air compressor.

MOTION WAS MADE BY JAY BRYAN AND SECONDED BY JACQUELYN GIST THAT THE BOARD OF ALDERMEN ADOPT THE ORDINANCE ENTITLED, "AN ORDINANCE AMENDING FY '91-92 BUDGET ORDINANCE". VOTE: AFFIRMATIVE ALL.

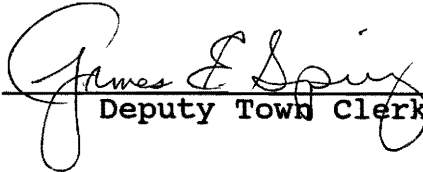
\*\*\*\*\*


**TOWNWIDE DESIGN GUIDELINES**

MOTION WAS MADE BY JAY BRYAN AND SECONDED BY JACQUELYN GIST THAT THE APPEARANCE COMMISSION, ASSISTED BY STAFF, AS REQUESTED BY THE COMMISSION, RECOMMEND SPECIFIC TOWNWIDE DESIGN GUIDELINES TO BE DEVELOPED, INITIATED, AND IMPLEMENTED WITHIN THE TOWN'S PLANNING JURISDICTION. VOTE: AFFIRMATIVE ALL.

\*\*\*\*\*

MOTION WAS MADE BY RANDY MARSHALL AND SECONDED BY HILLIARD CALDWELL THAT THE MEETING BE ADJOURNED AT 12:55 A.M. VOTE: AFFIRMATIVE ALL.

  
Deputy Town Clerk

  
Mayor