



**TOWN OF CHAPEL HILL – MUNICIPAL SERVICES CENTER
TOWN HALL MEETING**

September 7, 2017 5:30-7:30 PM
Magnolia Room, Giles F. Horney Building

Project Vision, Goals and Program

Mary Jane Nirdlinger, Assistant Town Manager

Jabe Hunter, Assistant Police Chief

The primary function of Town of Chapel Hill facilities is to support the provision of excellent public service through its public spaces. Design and construction would be undertaken consistent with community and organizational values, environmental and fiscal sustainability, and open and accessible government. The space would encourage engagement and collaboration for all who enter those facilities. We strive for facilities that are friendly, welcoming and safe for all.

Charles Todd, Principal, Little Diversified Architectural Consulting

The Town of Chapel Hill’s vision for this project is to fulfill several critical needs for enhancing community customer-service, productivity and collaboration in the employee work environment. Many of the Town’s departments are currently housed in older spaces they have adapted to, rather than spaces that are best suited for their work or the needs of the community. There were many goals for the project, including:

1. **Functionality:** Space is designed around user needs and common functions. Facilities have multi-functional meeting spaces that can be used for training, public and private meetings, and work areas for individuals or teams.
 - a. *Dedicated Space:* Facilities also have adequate dedicated space for specific needs like training
 - b. *Security:* Functions that require security and privacy are appropriately separated from non-secure areas.
2. **User-orientation:** Facilities are designed to be consistent with the Town staff’s adopted “RESPECT” value statement and include a user-friendly layout that is straightforward and easy to navigate. Public areas are attractive, inviting spaces that convey professionalism and functionality.
3. **Safety:** Town facilities are safe spaces that encourage wellness. Construction materials and design protect employees from health and human threats. There are areas for employees to take breaks, congregate, socialize, and exercise.

Program Space Needs

The design team met with each department and evaluated their current and future program and space needs. This effort took into account the primary project goal of collaboration between departments. A space program was developed including site requirements such as parking. The program includes space for Police, Fire Administration, Parks and Recreation Administration, Housing and Community, Wellness, Ombuds and Technology Solutions.

Site Evaluation

The design criteria that emerged from the program needs (size, location) were used to search for suitable sites. The process included objectively evaluating several sites with specific criteria. The analysis identified the unique components and challenges of each site and recommendations were provided for the suitability

for the town's new Municipal Services Center. Important factors were: sufficient space for long-term needs of the Town's operations, central location, access, construction suitability. The approach included the use of GIS mapping and the evaluation of existing plans and data to evaluate the properties and to synthesize the findings and constraints of each site. Sites included the existing police station property, Vilcom office park, and property on Estes Drive. The additional benefit of fostering long-term collaboration with UNC Chapel Hill as the Carolina North property develops in the future was a unique and compelling characteristic of the Estes Drive location.

The site is approximately 20 acres and met the criteria for the proposed use. The Town Council directed the staff to continue to pursue the Estes Drive site for this project.

The detailed site analysis included evaluating the following criteria:

- **Site Acreage/Ownership(s)/Jurisdiction** – Site and Adjacent Sites
- **Zoning/Land Uses** – Existing/Proposed, Overlays, Small Area/Comprehensive Plans and Ordinances
- **Approval Process** – Local and State
- **Vegetation** – Existing Vegetation, Tree Conservation Areas and Buffers
- **Topography** – Elevations, Steep Slopes and Views
- **Hydrology** – Watershed, Streams/Wetlands, Floodplains/Floodways and Drainage
- **Transportation** – Transportation Plans, Roadways, Access, Connectivity, Vehicular, Bicycle and Pedestrian Circulation, Transit and Parking
- **Infrastructure/Utilities** – Water, Sewer, Storm water, Power, Gas and Telecommunications

A full site survey was performed as well as a preliminary stream/wetland determination. A conceptual site plan was then prepared based on the analysis of existing conditions for the selected site and preliminary building footprint using sustainable design principles and code requirements. The site plan shows a conceptual building and site layout, vehicular and pedestrian circulation, parking, conceptual stormwater management, utilities and landscape. **(See the site plan on the following page)**

Stormwater management requirements and design

Chris Jensen, Senior Engineer, Stormwater Management, Town of Chapel Hill

Matthew West, Civil Engineer, Dewberry

The Town of Chapel Hill's Stormwater Management Department has specific stormwater design criteria and evaluation processes and will evaluate the unique characteristics of the Estes Drive site. The design team will be asked to explore creative solutions for stormwater quality and quantity including sustainable practices. Our goal is to listen and take into considerations any concerns related to stormwater. The Town of Chapel Hill and the design team of Little/Dewberry have a broad range of experience with stormwater management solutions and look forward to sharing these ideas as they are developed in the design phase of the project.

Future opportunities for community engagement

Mary Jane Nirdlinger, Assistant Town Manager, Town of Chapel Hill

The Town of Chapel Hill's Development Agreement process will be proposed to Council for the project. The development of the agreement specifications includes opportunities for community engagement.

Next Steps

Mary Jane Nirdlinger, Assistant Town Manager, Town of Chapel Hill

The Council will consider this matter on September 27, 2017 and the public will hear from the Town related to next steps.



Town of Chapel Hill
 Estes Drive Conceptual Site Plan

Resources:

The Project Webpage contains:

- Frequently Asked Questions (multiple sets)
- A memorandum from UNC Chapel Hill regarding landfill locations
- Materials from the March 6, 2017 public information session
- Town Council meeting materials (January 23, 2017)
- University Board of Trustees meeting materials (January 25, 2017)
- A review of the current police station site
- Meeting materials from Council presentations and Public Information Meetings

<http://www.townofchapelhill.org/EstesProject>

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