



Town of Chapel Hill

TOWN PROPERTIES TASK FORCE

Wednesday, April 5, 2017
9:00 a.m. - Meeting Room A
Chapel Hill Public Library
100 Library Dr., Chapel Hill, NC 27514

Action Notes

(A brief summary of actions taken. More detail to be provided in future Summary Minutes of the meeting.)

Members Present: Council Member Michael Parker (Chair), Council Member Jessica Anderson, Millicent Bowie, Dan Levine, Gordon Merklein, Doug Rothwell, Bruce L. Runberg, Don Tise, Rosemary Waldorf

Members Absent: None

Staff Liaisons Present: Bill Webster, Carolyn Worsley

Others Present: Forrest (citizen)

1. Approve Minutes of the March 23, 2017 Meeting

- The minutes were approved.

2. Announcements

- Kevin Hicks has resigned from the Task Force

3. Public Comment

- Forrest provided no comment at this point but participated in discussion of some items.

4. Business

a. Finish Initial Review of Priority Properties

- **Action Taken:** Discussed initial impressions and questions regarding the following properties that were toured on March 2nd:
 - vacant Southern Community Park parcel at 100 Sumac Road
 - open space near intersection of Bennett Road and Mt. Carmel Church Road (next to Fire Station #5, 100 Bennett Rd.)
 - open space at 1610 US 15-501 South

b. Develop Guiding Principles

- **Action Taken:** Discussed proposed guiding principles for Task Force to use before making property specific recommendations.

c. Classifications/Priority/schedule of properties to be considered

- **Action Taken:** Discussed priorities for Task Force attention to specific properties based on the following rankings:
 - High: Land readily available, development requests/pressures exist, and/or could address pressing town need.
 - Medium: Land available in 2-4 years, little development interest, and/or no immediate Town needs.
 - Low: Land not readily available or unclear if other uses exist.
 - Parking Solution: Requires a downtown parking plan before addressing future uses of the property

d. Review Potential Priority Uses

- **Action Taken:** Agreed to a list of potential priority uses for Town to further Town goals.

e. Review Property Fact Sheets

- **Action Taken:** Reviewed fact sheets and maps for selected properties as posted on the Town website and internet.

f. Next steps

- Information gathered during discussion will be incorporated into materials and distributed to Task Force.

6. Adjournment

- The meeting adjourned at 11:00.

The next meeting will be Thursday, May 4, 2017 at 9:00 a.m. in Meeting Room C at Chapel Hill Public Library.

Meeting Materials

- Approved Summary Minutes of March 23, 2017 Meeting
- Questionnaire – Potential Uses, Guiding Principles, Priority/Schedule
- Potential Uses and Priorities of Properties
- Property Fact Sheets (accessible from [Town Properties Task Force project web page](#) as they are completed)

Goal:

- The goal of the Town Properties Task Force is to develop an overall strategic framework and initial ideas for specific sites, including those located in the Downtown area, for Council review in June 2017 and Council action in September 2017.

Resources:

- Project Web Page: <http://www.townofchapelhill.org/town-hall/departments-services/economic-development/town-properties-task-force>
- Board Web Page: <http://www.townofchapelhill.org/town-hall/government/boards-commissions> (Scroll down to Town Properties Task Force)
- Town of Chapel Hill Interactive Map:
<http://townofchapelhill.maps.arcgis.com/apps/webappviewer/index.html?id=7c0b17839ad142178172ac4cc82e13b6>