

Meeting Minutes

Project Name:	CH Municipal Service Center	Location:	Chapel Hill, NC
Project No:	514-4864-00	Date:	11/30/17
Issue Date:	12/12/17	Time:	6:30 pm
Author:	Eric Schoenagel, AIA		

The purpose of the community workshop meeting is to engage the community of Chapel Hill and exchange information with the project design team about the building site and design layout. The meeting was held in the Phillips Middle School cafeteria in Chapel Hill.

- A. Project overview and introduction – Andy Sachs gave an introductory statement and community members to asked brief questions regarding the project, the site, and the general format for the meeting.
- B. Community Concerns and Comments – Below is a summarized list of the attendees concerns and comments shared throughout the meeting in reaction to the four site plan concepts. Items in italics indicate responses provided to the group during recap at the conclusion of the meeting.
 1. Attendees expressed concerned about the uncertainty of the ultimate build-out of the site. Additional concerns centered around the programmatic functions of the “future” buildings on the site
 2. Attendees shared concern about the suitability of the site for development.
 3. Attendees asked if there was a way to stay connected to the process if they are unable to attend the meetings.
Presentation materials will be posted on the Town’s website following the meeting dates for Community access. The Town Project Manager is available via email..
 4. Attendees requested that the details of the Development Agreement be shared with the community once developed.
The Development Agreement is a public process that will include periodic presentations to the community and the Town Council.
 5. Attendees suggested a strategy where the percentage of the site is fixed potentially reducing the overall land “cleared for construction” as a condition of the development agreement. 50% was suggested.
 6. Attendees wanted to know who will occupy the Municipal Services Center (MSC)
The Design team informed the community that the following program are currently planned for the MSC: Parks and Recreation, Fire Administration, Police, Ombuds, Wellness, Technology Solutions, and Housing.
 7. There was major Concern regarding storm water and what type Storm water Control Measures (SCM’s) could be used to help mitigate existing downstream flooding and runoff in the neighborhood.

The project will look to improve the current conditions at the southern edge of the property and help mitigate resulting storm water flows in the development of the site.

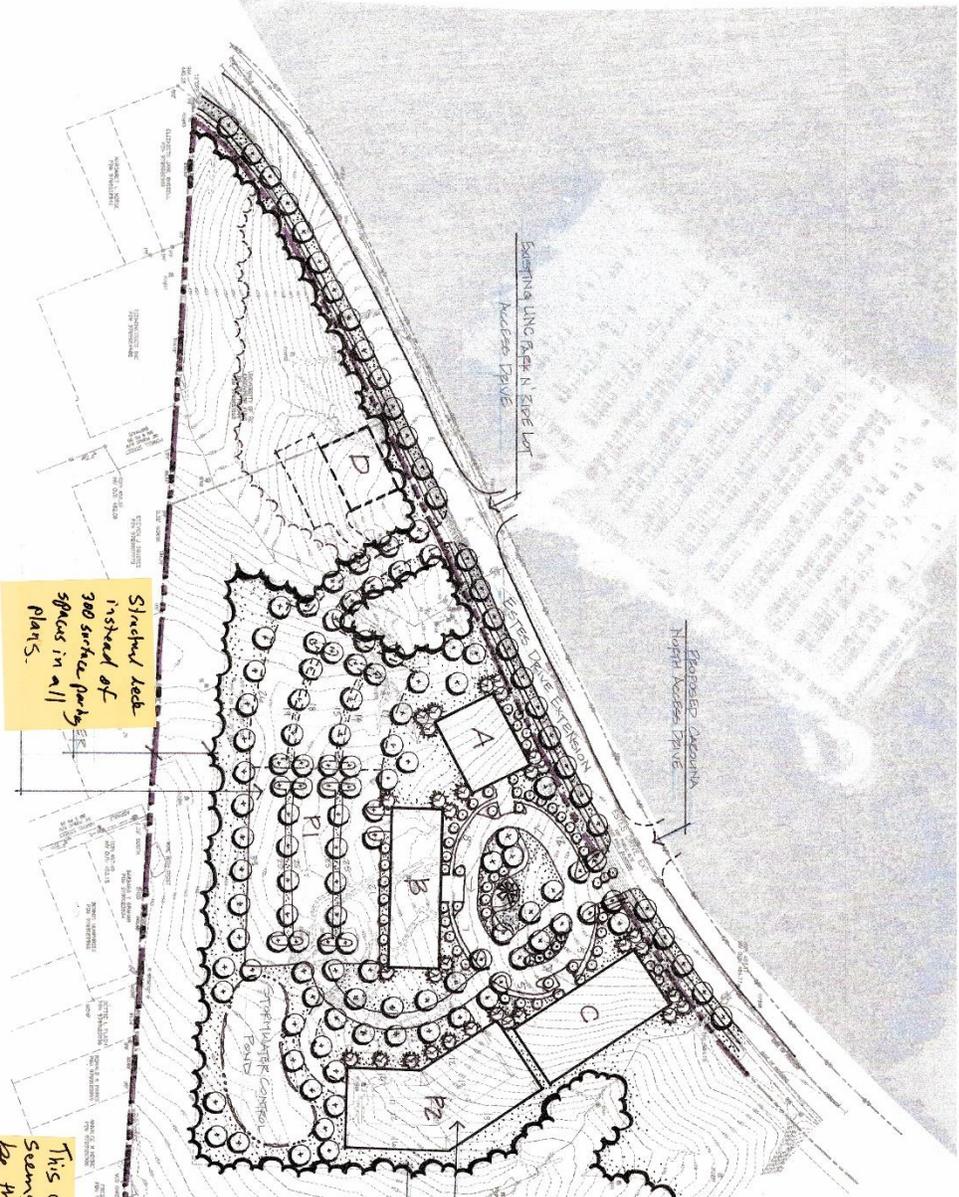
8. Attendees suggested that implementing Stormwater Control Measures (SCM's) (across Estes Drive) on the Carolina North side may help prevent further storm water runoff issues downstream. Peak flow reduction was the primary concern.
9. Attendees shared their concern over the amount of impervious surface parking. Many attendees suggested increasing parking under the proposed buildings and/or a parking deck to help reduce the surface parking required. There could be an added benefit of reduced storm water runoff.
10. Attendees ask if several buildings could be combined to create a taller building, which might be located closer to Estes Drive to help to reduce the developed area.
11. Attendees encouraged consideration of a community activity trail or park located on the site for the community's use.
12. Attendees expressed major concern with the possibility of a fire station being located on the site due to noise pollution and traffic flow.
13. The design team was encouraged to pursue more options showing development closer to Estes Drive.
14. There was discussion by community members, primarily immediate neighbors, to increase the 100' buffer on the South and East of the site to 150' or even 200' if possible.
15. There was a request for design team to review the Europa development (near Sheraton) as a precedent for successful development near 15/501.
16. Attendees shared concerns that this development will increase traffic on Estes Drive becoming even more congested at key times of the day.

The Town has already initiated a Traffic Impact Analysis (TIA). Findings will be shared with the Community once the TIA is completed.

17. Many attendees expressed concerns regarding light pollution from the site.
- C. The neighbors and community stake holders agreed to meet and create a set of "Principles of Development". It was agreed that the Community would develop these principles and share them with the project team and the Town of Chapel Hill. A portion of an upcoming meeting could be used to begin the conversation about design principles.
- D. The upcoming meeting schedule was discussed with a meeting focused on stormwater to occur on December 13th, and a community check-in/review meeting on January 8th.

Community members were encouraged to submit additional written feedback on the project to Town staff, and to offer feedback about the meeting format on the comment cards.

- E. Below are scans of the site plan sketches the design team displayed at the meeting with comments from the community pasted to the plans.



Instead of 300 surface parking spaces in all plans.

This concept seems to be the most neighborhood-friendly

4 stories on Estes to have smaller buildings along property line

SUMMARY TABLE

Block A	3-story	± 40,000 sq ft
Block B	3-story + 2-level height	± 80,000 sq ft
Block C	3-story	± 15,000 sq ft
Block D	2-story	± 20,000 sq ft
P1	Surface parking	TBD
P2	2-story structure	TBD
Temp. Use	Block A, common	TBD

PRELIMINARY SPECIFIC FINANCING TO BE DETERMINED

ADVANTAGES

- PROVIDES OPTIMAL BUILDING ORIENTATION FOR ENERGY EFFICIENCY
 - PROVIDES DROP-OFF AND PARKING FOR ALL BUILDINGS
 - MOST PRIVATE POLICE ACCESS
- DISADVANTAGES**
- MUNICIPAL SERVICES CENTER LOCATED FURTHER SOUTH ON THE SITE
 - MOST OF THE PARKING IS ON THE SOUTHERN PORTION OF THE SITE

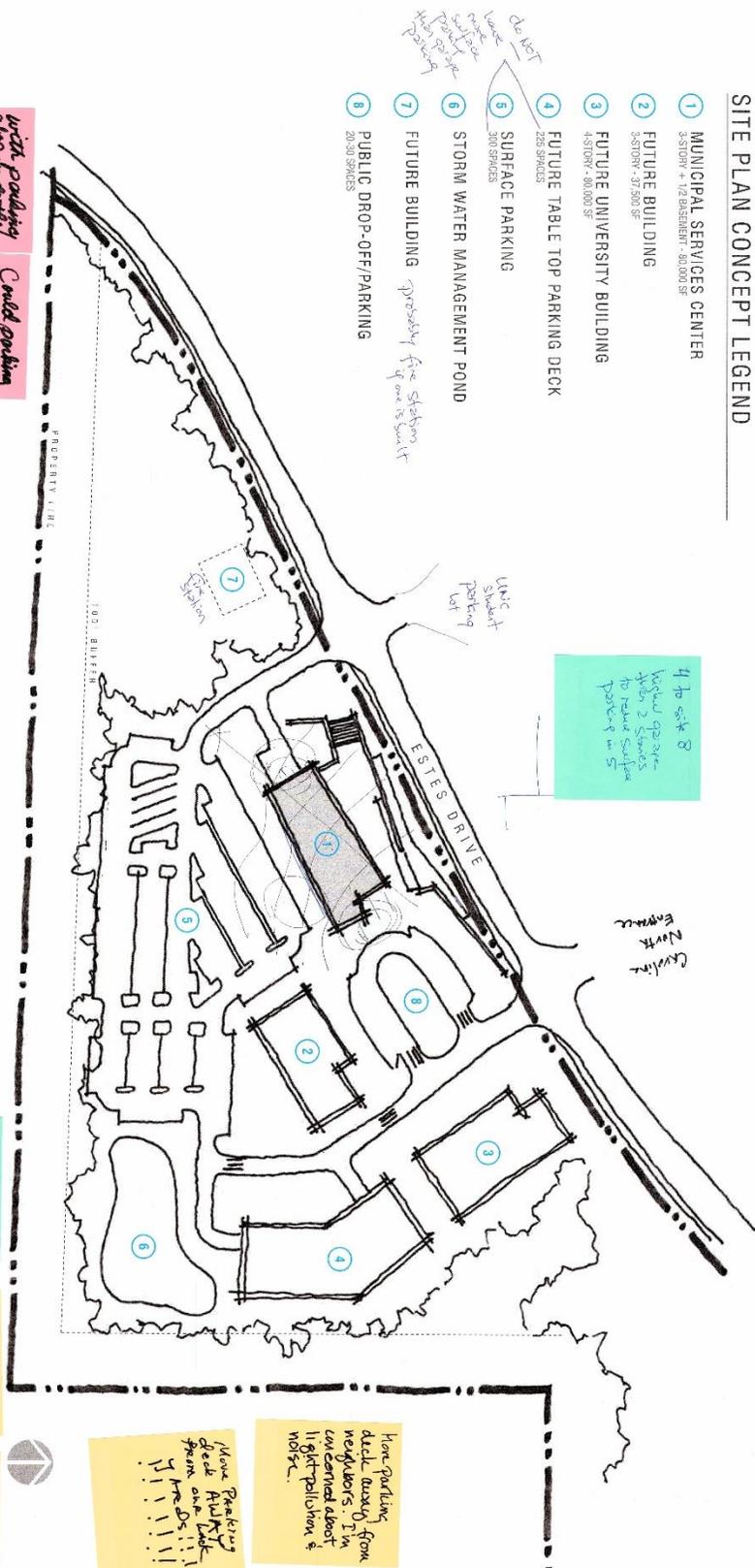
CONCEPT FOUR - CIVIC CAMPUS

DRAFT

DRAFT

SITE PLAN CONCEPT LEGEND

- 1 MUNICIPAL SERVICES CENTER
3-STORY + 12 BASEMENT - 80,000 SF
- 2 FUTURE BUILDING
3-STORY - 37,500 SF
- 3 FUTURE UNIVERSITY BUILDING
4-STORY - 80,000 SF
- 4 FUTURE TABLE TOP PARKING DECK
225 SPACES
- 5 SURFACE PARKING
200 SPACES
- 6 STORM WATER MANAGEMENT POND
- 7 FUTURE BUILDING
PROBABLY FIRE STATION
FROM ISMART
- 8 PUBLIC DROP-OFF/PARKING
20-30 SPACES



with parking also possible
could parking close the work building (4 stories) 10' above ground parking check

- ADVANTAGES**
- MOVES MUNICIPAL SERVICES CENTER CLOSER TO ROAD
 - PROVIDES DROP-OFF AND PARKING FOR MULTIPLE BUILDINGS

- DISADVANTAGES**
- LIMITED ACCESS FOR POLICE MOST OF THE PARKING IS ON PORTION OF THE SITE

DO NOT WALK THE CURVE TO FAR

Classic all buildings above ground level, or part built by parking usually good any buildings

Can parking center & surface parking to south so access to surface parking

Build Pkg. DECK IN/AT THE CAMPUS WITH M/W. SEEN BIDS.

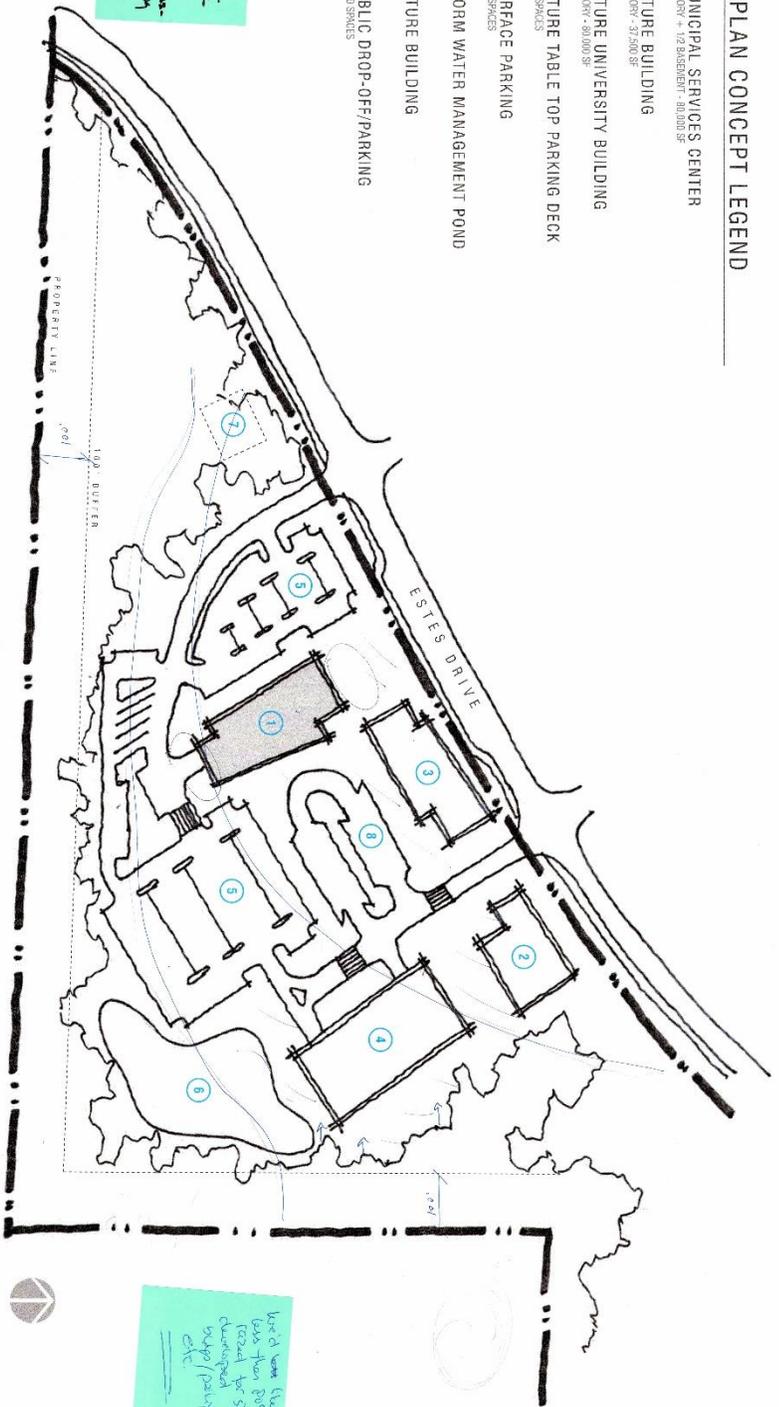
Back yards on WYCK ST. A12 RET'D Y flood parking - 7/1/2018 can make it worse.

More parking deck raised from neighbors. It can be earned about 11 ft. just pollution & noise.

DRAFT

SITE PLAN CONCEPT LEGEND

- 1 MUNICIPAL SERVICES CENTER
3 STORY + 12 BASEMENT - 80,000 SF
- 2 FUTURE BUILDING
3 STORY - 37,500 SF
- 3 FUTURE UNIVERSITY BUILDING
4-5 STORY - 80,000 SF
- 4 FUTURE TABLE TOP PARKING DECK
225 SPACES
- 5 SURFACE PARKING
300 SPACES
- 6 STORM WATER MANAGEMENT POND
- 7 FUTURE BUILDING
- 8 PUBLIC DROP-OFF/PARKING
20-30 SPACES



We would find strength that we could like to see existing streets that we are looking for (eg in better sites)

Pushing more building mass to along sites etc

Need to move buffer that would allow for trails

- ADVANTAGES**
- CREATES PEDESTRIAN FRIENDLY CIRCULATION BETWEEN ALL BUILDINGS
 - DISTRIBUTES PARKING ACROSS ENTIRE SITE
 - PROVIDES DROP-OFF AND PARKING FOR MULTIPLE BUILDINGS

- DISADVANTAGES**
- BUILDING ORIENTATION WILL NOT BE AS ENERGY EFFICIENT
 - LIMITED ACCESS FOR POLICE UNDER BUILDING

Structure is still off surface parking

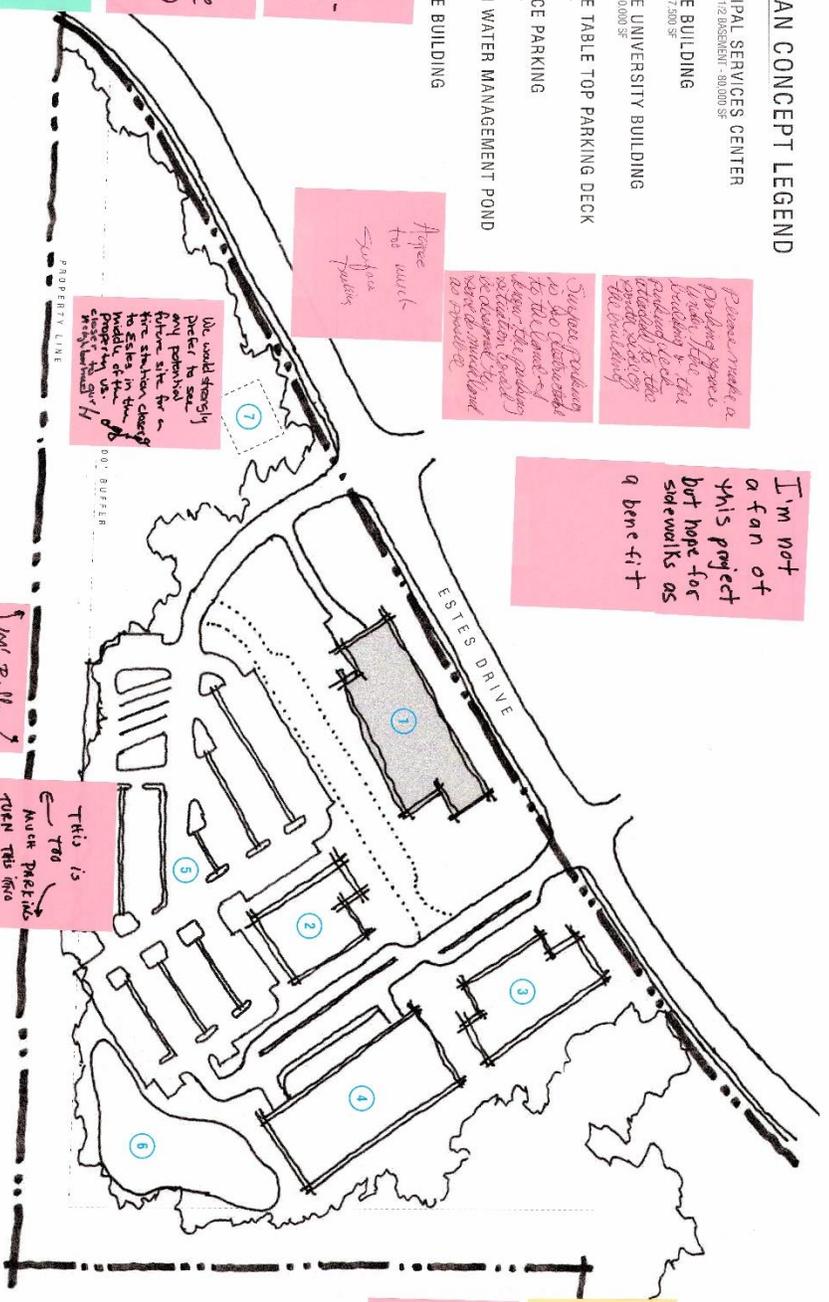
Would want the less than 50% (count for 50% covered) drop/park etc



DRAFT

SITE PLAN CONCEPT LEGEND

- 1 MUNICIPAL SERVICES CENTER
3-STORY + 12 BASEMENT - 80,000 SF
- 2 FUTURE BUILDING
3-STORY - 37,200 SF
- 3 FUTURE UNIVERSITY BUILDING
4-STORY - 80,000 SF
- 4 FUTURE TABLE TOP PARKING DECK
223 SPACES
- 5 SURFACE PARKING
300 SPACES
- 6 STORM WATER MANAGEMENT POND
- 7 FUTURE BUILDING

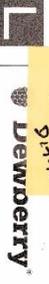


Reduce Police parking by allowing to take home cruisers

Consider a bike path/walk-way to connect to Seawall (or as close as possible)

I love the idea of town/univ. buildings mix

TOWN OF CHAPEL HILL
MUNICIPAL SERVICES CENTER



SITE CONCEPTS
11.30.2017

I'm not a fan of this project but hope for sidewalks as a benefit

Please make a parking space under the building & the parking lot attached to the building

Surface parking to be constructed by the landowner. The parking is adjacent to the street & should be constructed as a paved lot.

Aspire to walk surfaces

We would strongly prefer to see any potential future site for a fire station closer to Estes in the middle of the property vs. the edge of the site.

ADVANTAGES

- MOVES MUNICIPAL SERVICES CENTER CLOSER TO ROAD WITH ROOM FOR PUBLIC SPACE
- POLICE ACCESS FROM PUBLIC ACCESS

DISADVANTAGES

- NO DEDICATED PARKING FOR PUBLIC NEXT TO MAIN ENTRY
- MOST OF THE PARKING IS ON THE SOUTHERN PORTION OF THE SITE
- LIMITED ACCESS FOR POLICE UNDER BUILDING

100' Buffer

100' Buffer

100' Buffer

This is much better than the area

Seems like a lot of paved surface.

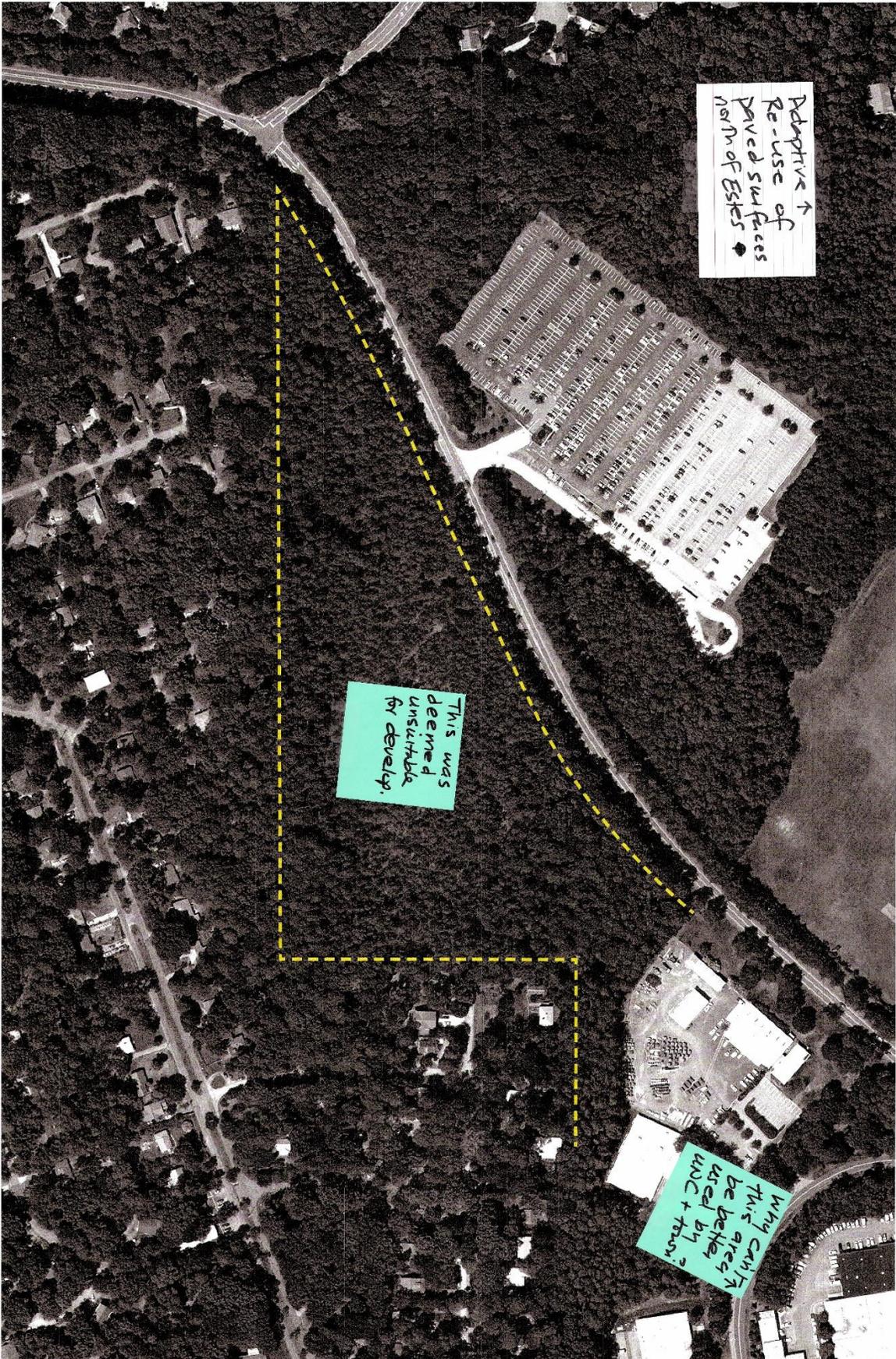
I think the length of parking's fine with adequate screening & sound barriers

PLEASE note: Parking deck @ 100' from building. It will be a 2-story building with a parking deck on the 1st floor. The building is a residential building.

Please note that the parking deck is adjacent to the building.

More parking deck closer to Municipal Building

CONCEPT ONE - URBAN PLAZA



Adaptive ↑
Re-use of
Paved Surfaces
norm of Estes

This was
deemed
unsuitable
for develop.

Why can't
this area
be better
used by
WOC + town?

Meeting was adjourned at 8:15pm

The above listed items constitute Little Diversified Architectural Consulting's understanding of the items discussed. Unless notified within five (5) business days, all items are considered to be correct and therefore become record of the proceedings of the meeting.

Respectfully Submitted By,

Little Diversified Architectural Consulting

A handwritten signature in black ink that reads "Eric M. Schoenagel". The signature is written in a cursive, flowing style.

Eric Schoenagel, AIA
Senior Project Manager