

# Meeting Minutes

<b>Project Name:</b>	Chapel Hill Municipal Services Building	<b>Location:</b>	Chapel Hill, NC
<b>Project No:</b>	514-4864-00	<b>Date:</b>	01/08/2018
<b>Issue Date:</b>	01/15/2018	<b>Time:</b>	5:30 pm
<b>Author:</b>	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. The agenda of this meeting was focused on providing a check-in with the community and sharing some of the preliminary site concepts. The meeting was held in the Phillips Middle School cafeteria in Chapel Hill.

## A. Convene

The meeting was called to order at 5:30p.m. Facilitator Andy Sachs reviewed the meeting agenda and objectives.

## B. Development Agreement Process to Date and Remaining

Mary Jane Nirdlinger provided a brief overview of the Development Agreement process and how it relates to the conceptual site layouts.

## C. Design Team’s Current Thinking

Eric Schoenagel and Will Stewart of Little Diversified Architecture Consulting presented the site layout designs and described how community comments has been incorporated into the plan. Design team drivers included:

- Community Access
- Land Preservation
- Visibility/Security
- Circulation
- Phasing
- University Partnership

## D. Guiding Principles

Fred Stang presented the Guiding Principles developed by a group of Elkin Hills residents.

## E. Next Steps

Mary Jane Nirdlinger reviewed next steps, including next community meeting dates of February 8, February 15, and March 1. Town Council will receive an update on the project at the January 31<sup>st</sup> Town Council meeting.

## **Community Comments:**

Below is a summarized list of the attendees concerns and comments shared throughout the meeting. Items in italics indicate responses provided to the group.

1. An attendee expressed support for parking close to Estes Drive.
2. Could parking be provided on the UNC Park and Ride site on the north side of Estes Drive?  
*UNC representatives expressed that this parking lot serves the off-site parking needs of the main campus and is intended to do so in the future. On-site parking will be necessary to support public safety purposes on the Municipal Services Center.*
3. When will a parking deck be built and will any parking be structured?  
*At this time the project budget will not support structured parking. Structured parking is roughly double the cost of surface parking.*
4. How can citizens interact with the site?  
*Determining the location, function, and type of publicly accessible spaces is part of the design process.*
5. How tall will buildings on the site be?  
*The current (site) plans anticipates three (3) stories above grade.*
6. Will the site be clear cut?  
*The design aims to utilize grade differential to build into the slope as possible and minimize grading.*
7. How can residents who are not present at the meeting able to view the materials presented tonight?  
*They will be emailed to the community and posted onto the website.*
8. Could the open space be used for protests?  
*The open space is designed to be publicly accessible and available for public gathering. Any public gathering space could be used for social events, gatherings, recreational space, and could conceivably be used as a protest space.*
9. Does the University have conflicts with this use of land?  
*The University does not see conflicts with this use of the site, and it is being designed to accommodate future university use of the site although the specifics aren't determined at this point.*
10. Why will the University even want to build?  
*The University intends to preserve its future development rights on the property.*
11. Campus on the Hill, Town Square, and East-West Linear were supported concepts.
12. What sort of light pollution will occur from the site onto adjacent properties?  
*The project will be prohibited from allowing light trespass onto adjacent properties, including the Estes Drive right of way.*
  - a. Support was expressed for a building rather than a parking lot closer to the community for aesthetic/light appearance purposes.
  - b. *Specific lighting issues will be discussed at a future meeting focused on building appearance and lighting.*
13. An attendee expressed interest in seeing recreational amenities integrated with stormwater facilities as part of the guiding principles.

14. An attendee recommended that the guiding principles be measurable.
15. An attendee endorsed the restriction within the Guiding Principles to allow development on 50% of the site. Additional quantitative standards are desired.

*Generally Guiding Principles are broader and more generalized to inform the Development Agreement, which offers the opportunity for specific standards.*

16. Do residents across Chapel Hill care about this project?

*Most of the input the Town has received is from residents who live in the area immediately surrounding the project, and this is typical for development projects. The Town is keeping the Council updated and the website is updated to offer information to any interested residents across the Town.*

17. Dimensions are needed for the presentation materials so that the scale of development can be reviewed easier.

*A scale will be added and revised plans will be uploaded.*

18. Can the exhibits be provided with the survey information included? *Revised exhibits will be posted.*

19. Three dimensional renderings are needed to better understand what the development will look like.

*This can be done for future meetings.*

Meeting was adjourned at 7:20 pm

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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.

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Respectfully Submitted By,

Little Diversified Architectural Consulting



Eric Schoenagel, AIA  
Senior Project Manager