

TOWN OF CARRBORO PLANNING BOARD

301 West Main Street, Carrboro, North Carolina 27510

7:30 P.M.

TOWN HALL BOARD ROOM

A G E N D A

THURSDAY, FEBRUARY 6, 2020

Item	Topic/Action	Person/Agency	Time (Approx)
I.	WELCOME	Chair	7:30
II.	JOINT REVIEW ITEMS		
	A) Mobi Award	Staff	7:35
	B) Climate Action Plans – Update and Implementation	Staff	7:45
III.	APPROVAL OF MINUTES		
	January 16, 2020	Chair/Planning Board	8:45
IV.	OTHER MATTERS		
	A) Officer Elections	Chair/Planning Board	8:50
V.	ADJOURNMENT	Chair	9:00

PUBLIC COMMENT AT PLANNING BOARD MEETINGS

If members of the public wish to address the Planning Board, a time will be provided during the meeting. Speakers may address the Board only after being recognized by the Chair and only from the podium, subject to a three-minute time limit.

TOWN HALL IS ACCESSIBLE FOR PERSONS WITH DISABILITIES.

FOR MORE INFORMATION, CONTACT STAFF AT 919-918-7325.



TOWN OF CARRBORO NORTH CAROLINA

Historic Rogers Road Sidewalk submitted for NCDOT MOBI award!

The Town of Carrboro has submitted the Historic Rogers Road Sidewalk project for the 2020 NCDOT MOBI Awards! All projects are eligible for the MVP award which is based on the submission that receives the most votes. Voting for ends on Friday, February 21st, 2020. Use the link below to view the list of projects, and you can vote for our project once per day!

The NCDOT Mobi Awards recognizes projects that showcase the important and transformational role that investments in multimodal transportation – such as bicycle, pedestrian, rail, transit, ferry and aviation projects - play in creating vibrant communities in all parts of North Carolina.

Vote now at: <https://tinyurl.com/CarrboroMOBI>



ADVISORY BOARDS

ITEM NO. _____

AGENDA ITEM ABSTRACT

MEETING DATE: February 6, 2020

TITLE: Climate Action Plans – Updates and Implementation

DEPARTMENT: Planning	PUBLIC HEARING: YES ___ NO_X_
ATTACHMENTS: A. Community Climate Action Plan (CCAP) and Energy and Climate Protection Plan (ECPP) Implementation B. Green Neighborhoods Outreach Meeting Worksheet	FOR INFORMATION CONTACT: Laura Janway – 918-7326

PURPOSE

The purpose of this item is provide Advisory Board members with an update on implementation of the Community Climate Action Plan and municipal Energy and Climate Protection Plan.

INFORMATION

Staff will provide a presentation on the following topics:

- History of the Town’s efforts toward climate action
- Adoption of Energy and Climate Protection Plan (ECPP) and Community Climate Action Plan (CCAP) and document location on Town website
- Schedule of Town Council implementation updates and links to implementation reports
- Current projects and grassroots initiatives
- Introduction to Green Neighborhoods Initiative and information on how Advisory Board members can get involved

Additional information may be found at the following link:

<http://www.townofcarrboro.org/262/Sustainability-Energy-Climate-Change>.

RECOMMENDATION

Staff recommends that Advisory Boards receive the update.

Community Climate Action Plan (CCAP) and Energy and Climate Protection Plan (ECPP)

Implementation

Summary: The Town of Carrboro has adopted two plans related to greenhouse gas emissions reduction. The Energy and Climate Protection Plan (ECPP) was adopted May 28, 2014 and the Community Climate Action Plan (CCAP) was adopted January 24, 2017. The ECPP concentrates on lowering municipal greenhouse gas emissions and the CCAP establishes a 50% reduction goal in per capita greenhouse emissions by 2025.

Additional Resources:

Link to the Town's Community Climate Action Plan:

<http://www.townofcarrboro.org/DocumentCenter/View/4116/Community-Climate-Action-Plan>

Link to the Town's municipal Energy and Climate Protection Plan:

<https://www.townofcarrboro.org/DocumentCenter/View/553/Energy--Climate-Protection-Plan-2014>

Green Neighborhoods Initiative: The Green Neighborhoods Initiative is outlined in CCAP Community Integration Recommendation #3: Create Participatory Green Neighborhood Budgeting Program to Reduce Carbon Emissions, Build Community, Save Money, and Reallocate Savings to New Green Project Initiatives

Outreach Goals

The goals of the Green Neighborhoods Initiative include:

- Enlisting and engaging neighborhoods in efforts to reduce greenhouse gas emissions within the community
- Quantifying and tracking emissions reductions of successful projects and efforts
- Fostering a cooperative spirit and building community within neighborhoods
- Creating a community-scale dashboard on the Town website to track emissions savings and highlight successful projects and active neighborhoods
- Locating clusters of actively-participating champions to identify a neighborhood to implement an Every-Other-Week Trash Collection pilot initiative

Green Neighborhoods Phase 1: Backyard Composting

The Town anticipates unrolling a backyard composting program as the first phase of the Green Neighborhood Initiative. Through composting promotion, the Town can begin to build communication networks within neighborhoods and between neighborhoods and the Town. These networks can be used to expand public outreach to encourage other emissions reduction initiatives outlined in the CCAP. The first Green Neighborhoods Outreach Meeting was held on December 10, 2019. More information, including a meeting summary and presentation, can be found here: <http://townofcarrboro.com/2305/Green-Neighborhoods-Initiative>.

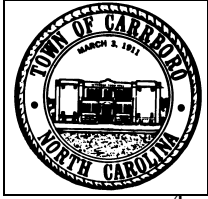
Green Neighborhoods Outreach Meeting Worksheet

Thank you for your interest in the Green Neighborhoods Initiative. Please discuss these questions with your group and provide answers on this worksheet.

Name: _____

Green Neighborhood Number: _____

1. What project are you interested in helping to champion in your neighborhood?
2. What actions can you take to educate your neighbors and get others involved?
3. How can the Town help facilitate your initiative?
4. Can you identify any barriers to success in your neighborhood?
5. Does your neighborhood have any established methods of communication? Do you have any meeting spaces in your neighborhood?
6. Can you commit to reporting your neighborhood's progress to the Town through an online or paper reporting form?
7. What action will you take next to move your project forward?



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TOWN OF CARRBORO

PLANNING BOARD

301 West Main Street, Carrboro, North Carolina 27510

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THURSDAY, JANUARY 16, 2020

MEMBERS		STAFF
Catherine Fray	Susan Poulton	Tina Moon
David Clinton	Christopher Rogers	Marsha Pate
Braxton Foushee	Rasam Tooloee	
Jaye Meyer	Andrew Whittemore	

8
9 Board Liaison: Susan Romaine

10
11 Absent/Excused: Rachel Gaylord-Miles (excused)

12 13 **I. WELCOME/AGENDA ADJUSTMENTS**

14 Chair, Catherine Fray opened the meeting at 7:35 pm, and facilitated. Susan Romaine, new
15 Town Council liaison, was welcomed to the Board. Romaine provided a short summary of her
16 and background and what brought her to the Council.

17 18 **II. APPROVAL OF MINUTES**

19 **Thursday, November 21, 2019**

20 Foushee moved to approve the minutes, Poulton seconded the motion. The Planning Board
21 voted unanimously to approve the minutes for Thursday, November 21, 2019. Vote: **AYES** (8)
22 Adamson, Clinton, Foushee, Meyer, Poulton, Rogers, Tooloee, Whittemore. **NOES** (0),
23 **ABSENT /EXCUSED** (1) Rachel Gaylord-Miles (excused)

24 25 **III. OTHER MATTERS**

26 **A) Adoption of 2020 Calendar**

27 Moon introduced the 2020 calendar for the Planning Board year and protocols for ensuring a
28 full quorum. Moon noted that there will be early voting in the Town Hall Board Room during
29 February, so look for possible meeting room changes for the mid-month meeting in February.
30 Poulton motioned to approve the 2020 meeting calendar; Foushee seconded the motion. The
31 Planning Board voted unanimously to approve the 2020 Planning Board Calendar. Vote:
32 **AYES** (8) Adamson, Clinton, Foushee, Meyer, Poulton, Rogers, Tooloee, Whittemore. **NOES**
33 (0), **ABSENT /EXCUSED** (1) Rachel Gaylord-Miles (excused)

34 35 **B) Planning Board Training & Discussion**

36 The Planning Board held, what will likely be the first of a series of training sessions to review
37 the Land Use Ordinance (LUO) and the development review process. Staff provided excerpts
38 from the LUO focusing on the permitting process and the information that an applicant has to
39 include in a submittal for a land use permit. The session was intended to provide an

1 opportunity for Planning Board members to ask questions or provide comments in an informal
2 setting. Discussion topics focused on Article IV, Permits and Final Plat Approval, and
3 Appendix A, Information Required with Applications, and Appendix K, Design and
4 Management Handbook for Preservation Areas in Lower Merion Township Montgomery
5 County, Pennsylvania.
6

7 Members held short debrief after the training to discuss content and format, and what they
8 found beneficial. Interest in having short training sessions on specific topics, on meeting
9 nights with light agendas and/or mid-month meetings was identified as a preferred strategy for
10 moving forward. Information on building size—height and massing, and placement was noted
11 as a topic of interest.
12

13 **C) Reminder of Officer Elections**

14 Staff provided a reminder that the Planning Board typically holds officer elections in February.
15 Fray offered a few comments based on her experience as the chair. Moon provided a little
16 more information regarding the role of the chair to facilitate the meetings. During the last
17 several years, the Planning Board chair has taken the lead in compiling and editing board
18 comments and recommendations. The chair should also be prepared to occasionally attend
19 Town Council meetings to respond to questions relating to Planning Board
20 comments/recommendations from the Council or to provide the context of the board
21 discussion.
22

23 Clinton noted that he will be absent for both of the April meeting. Foushee reminded everyone
24 about the formal opening for the Martin Luther King Jr., Park in January.
25

26 **IV. ADJOURNMENT**

27 Clinton motioned and Poulton seconded the motion to adjourn the meeting. Planning Board
28 voted unanimously to adjourn. The Planning Board meeting adjourned at 9:05 pm.
29