

Memorandum

To: J.B. Culpepper, Planning Director, Town of Chapel Hill
From: Roger Waldon, Principal, Clarion Associates
Date: March 16, 2007
Re: Recommendations Report for Mason Farm-Whitehead Circle Neighborhood Conservation District

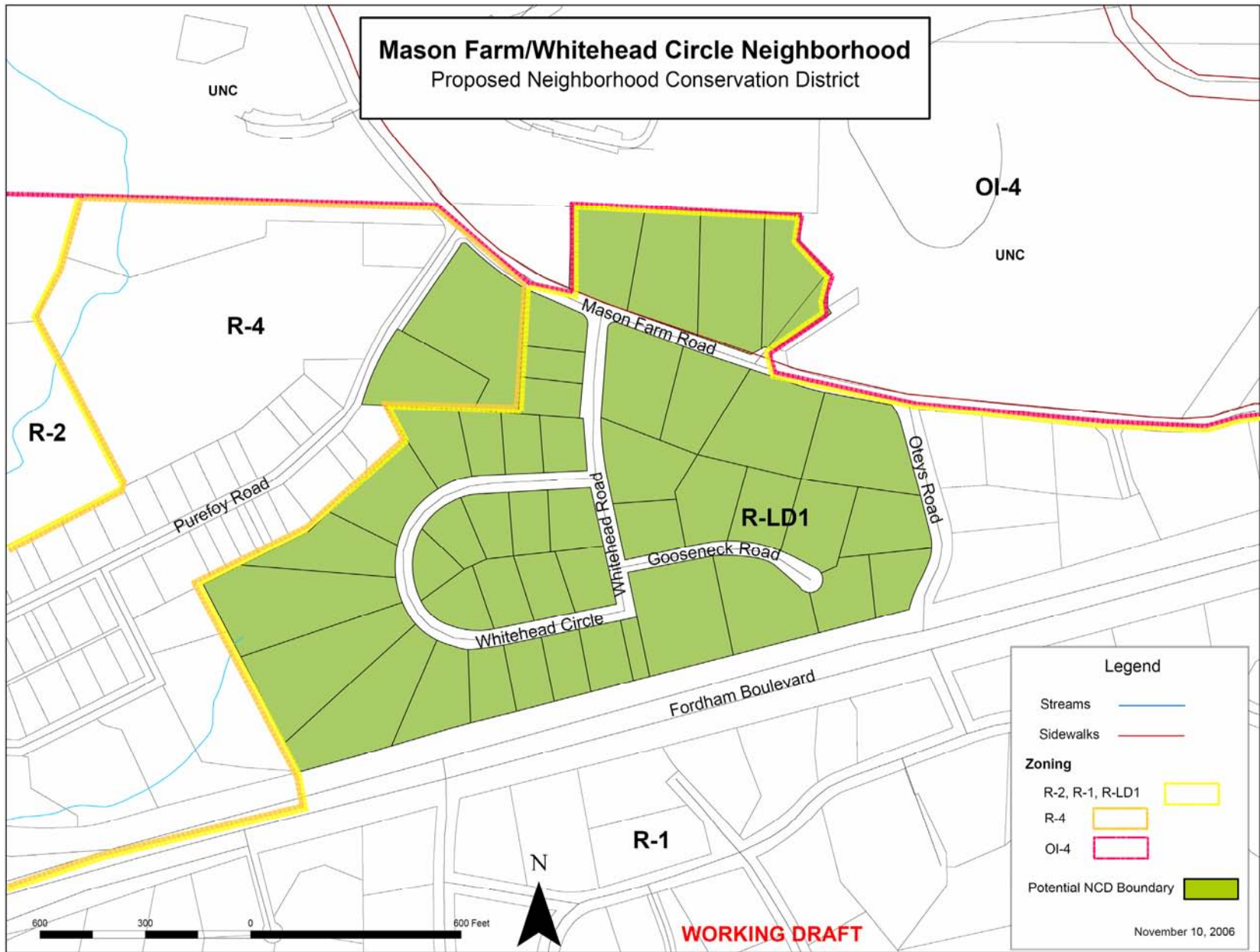
This memorandum presents a status report and a Recommendations Report for the Mason Farm-Whitehead Circle Neighborhood Conservation District.

Overview of NCD Initiative

In response to concerns brought by residents of the Mason Farm-Whitehead Circle neighborhood, the Chapel Hill Town Council initiated a process in the fall of 2006 to designate the neighborhood as a Neighborhood Conservation District. Clarion Associates, LLC was hired to work with the Town and neighborhood to facilitate this process.

A neighborhood kickoff meeting was held on November 15, 2006 to discuss the concerns neighborhood residents and landowners had for preserving and protecting the unique character of their neighborhood, and to discuss the process for being designated as a Neighborhood Conservation District. The second neighborhood meeting was held on January 11, 2007. At this meeting, residents and landowners were presented the issues raised by the neighborhood at the kickoff meeting, as well as preliminary recommendations for addressing those issues. The third neighborhood meeting was held on February 22, 2007. Participants at the third meeting were presented with recommended Neighborhood Conservation District regulations and a recommended boundary map of the neighborhood district. Neighborhood feedback on the preliminary recommendations was provided at the third meeting and in subsequent correspondence, and was incorporated into the final set of recommendations provided here.

The objective of this process has been to provide an open and inclusive forum for the neighborhood that gives opportunity for all residents to share their opinions and concerns about the neighborhood. Many neighborhood residents have been proactive and held additional meetings to discuss the NCD. Several of the recommendations made in this report came from ideas generated by persons from the neighborhood. This process has been interactive. Residents and landowners were kept apprised of the planning process by way of an email listserv, two mailed neighborhood newsletters, and updates to the Mason Farm-Whitehead Circle NCD webpage on the Town's website. This page can be found at <http://tinyurl.com/yheu7b>



Overview of NCD Recommendations

When the Mason Farm-Whitehead Circle neighborhood petitioned the Chapel Hill Town Council to designate the neighborhood as a Neighborhood Conservation District, residents and landowners defined a set of issues that were of concern. As discussions proceeded over the ensuing months, additional issues came to the surface - - some shared by many residents of the neighborhood, some by a few. A key point that was articulated early and often is that while many of the concerns being raised in this neighborhood could be addressed by zoning provisions and a new Neighborhood Conservation District designation, some of the concerns would need to be pursued through other means.

Issues that can most clearly be addressed through zoning provisions are dimensional in nature: minimum lot size, minimum setbacks, height limits, size of buildings. Other physical characteristics can also be addressed through zoning, such as limitations on parking areas.

Some issues related to use and occupancy of structures can also be addressed through zoning provisions, although enforcement is considerably more difficult for these issues than it is for physical and dimensional rules. Use and occupancy issues have been raised regarding the number of unrelated persons who can live in a dwelling.

Concern over tree removal on private lots has been expressed in the neighborhood. Participants in this process are supportive of the Town developing community-wide tree protection standards that would be applied in the Mason Farm-Whitehead Circle neighborhood, and encourage the Planning Board and Town Council to adopt such regulations.

There is consensus that NCD recommendations should apply solely to residential properties and not to other uses, such as places of worship, schools, and child day care facilities. These uses are quite different in nature from dwelling units, and should be treated as such.

Summary of Key Issues Raised by the Neighborhood

Respondents provided input on the key issues to be addressed through this initiative at an initial kickoff meeting and through subsequent correspondence. The *1st Neighborhood News* report provided two lists of information compiled from neighborhood feedback. The list of "Issues to be Addressed" guided the development of the recommendations for the Mason Farm-Whitehead Circle Neighborhood Conservation District and a summary of these issues is listed below.

- **Encourage/require the design of future development to be compatible with existing development.** This includes maintaining low-density uses, larger lot sizes, and appropriate size and scale for new development.
- **Minimize negative impacts on the neighborhood.** This includes the amount and location of parking and fostering tree protection and landscaping.
- **Encourage new development to maintain single-family character found in neighborhood.** This includes achieving designs that are consistent with single-family occupancy, enforcement of existing occupancy regulations, and prohibition of multi-family units.

Issues to be Addressed by Other Means

There are some issues that have been raised that cannot be addressed by zoning provisions, but can be otherwise pursued. Examples include traffic concerns, on-street parking, noise, and impacts from UNC developments. Suggestions for addressing these issues have been provided at the end of this report.

Nonconforming Status

A constant theme throughout discussions with the neighborhood has been the extent to which new regulations would affect existing properties. Conservation of existing neighborhood character is the foundation of the NCD initiative. However, it has been clear that restrictions on changes to the existing environment need to be balanced with the interests of property owners who may want to change or expand structures at some point. There is universal interest in including ordinance language making it clear that if an existing property does not meet the new regulations, the owner of that existing property will not face regulatory difficulties related to maintenance, replacement, sale, or financing of the property.

When structures or use of a property have been lawfully established in compliance with zoning regulations, and then those regulations change in a manner such that a property no longer complies, the development or use is referred to as nonconforming. Most zoning ordinances (Chapel Hill's included) contain language making clear the status of nonconforming properties.

Residents and owners at every neighborhood meeting have been made aware of the recent history of Town Council actions (going back at least 10 years), to include language making it clear that existing properties can be maintained, replaced, used, and sold regardless of whether or not those properties comply with newly-changed regulations. The manner in which the Town Council has accomplished this has been to add language to the Land Use Management Ordinance (the regulatory document containing zoning provisions), making it clear that nonconforming uses can be used, maintained, and rebuilt.

Restrictions on Occupancy

Opinion has been expressed in the neighborhood that homeownership and single-family occupancy are valued residential forms. Some opinion has gone further to express a desire to have regulations in place that would restrict occupancy of a dwelling to a family. Concerns focus on the number of occupants, number of vehicles, noise, and property maintenance. Opinions have been expressed that such disruptions occur more frequently with renter-occupied dwellings inhabited by multiple unrelated persons than with owner-occupied dwellings.

One option that was suggested and discussed in neighborhood meetings was to limit the maximum number of unrelated people permitted to occupy a dwelling unit. Residents have pointed out in meetings that there is legal precedent and authority for local governments to restrict the number of unrelated people that can occupy a single-family dwelling unit to two, and there is support in the neighborhood for this. The Planning Board has expressed opposition to this approach, and accordingly that type of provision is not included in this recommendation.

One physical approach to the problem of over-occupancy of dwellings was applied in the case of the Northside Neighborhood Conservation District - a bathroom-to-bedroom ratio. Chapel Hill's Land Use Management Ordinance requires, for Northside, that if a house has more than two bedrooms, And as many bathrooms as the number of bedrooms, such structure shall be classified as a Rooming House unless occupied by no more than 2 unrelated people. This has served to minimize the incidence of houses being built with multiple self-contained living areas.

The application of that rule would be problematic in the Mason-Farm-Whitehead Circle neighborhood where houses tend to be larger with multiple living and recreation areas, often with bathrooms attached. Instead, a recommendation has been made that would apply a restriction parallel in its construction to the adopted Northside provision, but with a different control mechanism to match the Mason Farm / Whitehead Circle context: if a dwelling unit has greater floor area devoted to bedrooms than to common spaces (as defined below), that structure shall be classified as a Rooming House unless occupied by no more than 2 unrelated people. The intent is to encourage the development of units that are intended for single-family occupancy, and to make it more difficult to develop units that are intended for occupancy by numerous unrelated persons. This recommendation is very similar to the bathroom-to-bedroom ratio, but has been tailored to fit the needs of the Mason Farm-Whitehead Circle neighborhood.

Many communities around the nation are working on the issue of neighborhood conservation. One Whitehead Circle resident identified an example in Knoxville, Tennessee, home of the University of Tennessee. Knoxville has adopted an ordinance that limits occupancy of dwelling units to “functional families”.¹ The ordinance defines specific criteria for determining functional family status. The criteria include a requirement that a household provide evidence of “stability” which includes many factors, such as:

- Dependents of the head of household reside in the unit and are enrolled in school;
- Residents can provide proof of the sharing of expenses for food, rent or ownership costs, utilities and other household expenses and sharing in the preparation, storage and consumption of food;
- Members of the household are not legally dependent on others not part of the household;
- Members of the household have the same address for purposes of voter registration, drivers licenses, motor vehicular registration, and the filing of taxes;
- Proof of common ownership of the dwelling unit or furnishings among members of the household; and
- Employment of household members in the local area.

The ordinance goes on to say that a “functional family does not include any society, club, fraternity, sorority, association, lodge, organization, groups of students, or other individuals where the common living arrangement or basis for the establishment of the household is temporary, or any group of individuals who are in a group living arrangement as a result of criminal offenses.”

Enforcement of this provision in Knoxville is triggered by complaint. Once a complaint has been registered, the burden rests upon the individuals claiming functional family status to submit information to the city to substantiate their claim, with a determination of status to be made by City staff according to the criteria.

Given the difficulties that would be involved in the enforcement of such an ordinance, and the Planning Board’s direction to avoid provisions involving the relationships of a dwellings occupants, the Knoxville approach is not included in the main set of recommendations here.

¹ The Criteria for Functional Family Determination are listed in Appendix B: Zoning Regulations, Article 5, Section 22 of the City of Knoxville’s ordinance.

Mason Farm –Whitehead Circle NCD Recommendations

We recommend that a Mason Farm / Whitehead Circle Neighborhood Conservation District be established in Chapel Hill’s Land Use Management Ordinance, with provisions as follows.

Recommended Neighborhood Conservation District Boundary

Throughout this initiative, there has been an ongoing discussion of the boundary for the neighborhood that would define where new neighborhood conservation district regulations would be applied. The boundary that was initially proposed follows the outline defined by the neighborhood’s three sets of restrictive covenants. After review and discussion of this draft boundary, there was consensus opinion that this would be an appropriate area to define as the Mason Farm / Whitehead Circle Neighborhood Conservation District.

There was much discussion regarding the inclusion of the Chapel Hill Kehillah property within the boundary. There was general consensus that the Kehillah plays a very important role in the neighborhood, and that changes to this site would have an impact on the neighborhood. Similarly, the residential property that sits adjacent and southwest of Kehillah is generally agreed to be part of the neighborhood, and was included in the original Mason Farm Road covenant. Both properties are recommended for inclusion within the NCD boundary.

The four lots located on the north side of Mason Farm Road and adjacent to University of North Carolina-Chapel Hill (UNC) student housing are also recommended for inclusion within the boundary. Three of the four lots are owned by UNC and are planned for construction of new family housing according to UNC’s Master Plan. If adopted, the NCD overlay zoning district would not apply to these three lots because state law exempts state-owned properties from overlay zoning districts (other than historic districts). However, should these lots be sold to another entity, the NCD regulations would then apply. The proposed neighborhood boundary map is located on page 2 of this report.

Summary Table of Recommendations

Feedback on preliminary proposals presented at the 3rd neighborhood meeting was used to formulate the recommendations that are presented here. The recommendations are listed here in the following summary table. Following the table are descriptions for each of the recommendations, responses to the recommendations, and dissenting opinions that have been offered to date.

Land Use Regulations	Recommended NCD Zoning Standards
Minimum lot size	1 acre
Maximum Floor Area Ratio (FAR)	0.15
Minimum street setbacks	50 feet
Minimum interior setbacks	25 feet
Setbacks for units 6,500 square feet and larger	Street and interior setback requirements are doubled.
Maximum total square footage of bedrooms in dwelling unit	A dwelling unit where the total amount of space used as bedrooms is greater than the total amount of space used as common areas shall be classified as a Rooming House unless the dwelling is occupied by persons related by blood, adoption, marriage, or domestic partnership, with not more than two unrelated persons.
Maximum building height	30 feet
Maximum % of front yard used for parking	25%

Land Use Regulations	Recommended NCD Zoning Standards
Maximum # of uncovered parking spaces on a lot	3 parking spaces
Notification of development	Require adjacent neighbor notification when requesting zoning compliance permit for an increase in floor area or proposed garage, and require 10-day wait period following notification.
General design guidelines (voluntary not mandatory)	Would address siting and orientation of houses, appropriate fencing design, recommended landscaping, and other design aspects.
Application of Overlay District	The provisions of this Mason Farm-Whitehead Circle Neighborhood Conservation District apply to residential use of property and accordingly shall not apply to property whose principle use is a place of worship, a child day care facility, an elementary or secondary school, or a public cultural facility.

The neighborhood discussed the need for a tree protection provision. However, because the Town of Chapel Hill is currently exploring a tree protection ordinance that would include single-family uses, the neighborhood has chosen not to put forward a tree protection regulation specific to the neighborhood. Many Mason Farm-Whitehead Circle residents encourage the Town's Planning Board and Council to adopt regulations that would protect significant trees on private residential properties.

Annotated List of Final Recommendations, Responses, and Dissenting Opinions

1. Minimum Lot Size

Recommendation: 1 acre

Background & Response to Recommendation: This recommendation aligns with the existing R-LD1 zoning applied in the majority of the neighborhood. Generally, most that attended the 3rd meeting and/or sent comment on the final recommendations agreed that this provision is good and appropriate, and will limit future subdivisions of property to an appropriate size. It is understood that this lot size will result in non-conformities within the neighborhood, but will shape new development in a positive way that reflects the character of the existing neighborhood.

Dissenting Opinions: No formal dissenting opinions were made. Two landowners requested that special status should apply to nonconforming lots. This is interpreted to mean that nonconforming lots should be allowed to be used, maintained, and repaired in its existing form, and also replaced if destroyed. The existing nonconforming language of Chapel Hill's Land Use Management Ordinance provides for these rights on lots that are nonconforming, and it would apply to this Neighborhood Conservation District.

2. Maximum Floor Area Ratio

Recommendation: 0.15

Background & Response to Recommendation: This recommendation would limit the square footage for development on a lot to a figure derived by multiplying the gross land area by 15%.² This reflects the existing floor area ratios found within the neighborhood. This recommendation was generally well received by residents and landowners from the neighborhood.

² Floor area ratio only applies to those areas of a dwelling unit with finished floors. This area does not include garages, porches, or other areas containing unfinished floors.

Dissenting Opinions: One person provided a written comment that they would like the maximum floor area ratio increased to 0.20 (20%). Because the estimated maximum floor area ratio currently found in the neighborhood is 0.14 (14%) we recommend using 0.15 to ensure that future dwelling units are designed in a scale that respects the existing development.

3. Minimum Street Setbacks

Recommendation: 50 feet

Background & Response to Recommendation: Restrictive covenants in the neighborhood require buildings to be set back 50 – 60 feet from property lines. This recommendation would limit the street setbacks as measured from the edge of the public right-of-way to 50 feet. This generally reflects existing street setbacks found in the neighborhood. The recommendation was generally well received by residents and landowners from the neighborhood.

Dissenting Opinions: One person recommended that street setbacks be reduced from the existing 30 foot requirement (under R-LD1) to 25 feet. Another person suggested that the existing 30 foot street setback be maintained. Because these setbacks do not reflect the original design for the neighborhood, we suggest that they be increased to 50 feet.

4. Minimum Interior Setbacks

Recommendation: 25 feet

Background & Response to Recommendation: This recommendation reflects existing restrictive covenants found in the neighborhood, and existing interior setbacks found in the neighborhood. The recommendation was generally well received by residents and landowners from the neighborhood.

Dissenting Opinions: One person recommended that interior setbacks be reduced from the existing 16 foot requirement (under R-LD1) to 15 feet. Another person suggested that the existing 16 foot interior setback be maintained. Because these setbacks do not reflect the original design for the neighborhood, we suggest that they be increased to 25 feet.

5. Street and Interior Setbacks for units 6,500 square feet or larger

Recommendation: Double recommended setbacks (100 feet for street and 50 for interior) for dwelling units that have a finished floor area of 6,500 square feet or larger.

Background & Response to Recommendation: The majority of homes in the neighborhood are 2,500-3,000 square feet in size. There was not support among residents to create a regulation that would set a limit on the size of new homes in the neighborhood, but there was concern that larger homes may have a visual impact on the neighborhood. To address this issue, we recommend that the recommended street and interior setbacks be doubled for those units measuring 6,500 square feet or larger in finished floor area. This recommendation was generally well received by residents and landowners from the neighborhood.

Dissenting Opinions: We received no dissenting opinions on this recommendation.

6. Maximum total square footage of bedrooms in single-family dwelling unit.

Recommendation: A dwelling unit where the total amount of space allocated to bedrooms is greater than the total amount of space as allocated to common areas shall be classified as a Rooming House,

unless the dwelling is occupied by persons related by blood, adoption, marriage, or domestic partnership, with not more than two unrelated persons.³

Background & Response to Recommendation: One of the primary concerns within the neighborhood is maintaining the original single-family character. This recommendation reflects this concern by setting additional restrictions on the use of a dwelling that has physical characteristics commonly found in a structure where space is rented out by the room. The recommendation was generally well received by residents and landowners from the neighborhood.

Dissenting Opinions: One person providing comment said that this recommendation was redundant with the floor area ratio requirement. Another person was concerned about enforcement of this provision, particularly for units being renovated. Enforcement of this provision would be triggered by request for a zoning compliance permit to construct or enlarge a dwelling unit, and can be accomplished by review of submitted plans.

7. Maximum secondary building height

Recommendation: 30 feet

Background & Response to Recommendation: Several participants in this process were concerned that if development were only restricted by setbacks and floor area ratio, then developers would simply create taller units with more stories to accommodate additional square footage. Most units in the neighborhood are one-story, some with two stories. Three story units are very atypical. Because of this, it is recommended that the secondary building height be limited to 30 feet.⁴ Response to this recommendation has been generally favorable.

Dissenting Opinions: One person requested that the secondary building height be maintained at 35 feet.

8. Maximum percent of front yard used for parking

Recommendation: 25%

Background & Response to Recommendation: Because of its adjacency to UNC campus, parking has become a significant problem in this neighborhood. Currently, residents must apply for an on-street parking permit, and cars without permits are ticketed. Many members of the community are concerned by front yard parking areas being used to park more cars than there are residents in the household. This recommendation would limit parking in front yard areas and address the visual impact of front-yard parking that has been perceived as excessive. The Townwide rule is a 40% limitation on use of front yards for parking. Because of the large average lot size in this neighborhood, the 40% limit allows a great deal of front-yard parking. Participants in the process are generally favorable of this recommendation.

Dissenting Opinions: One person recommended lowering the maximum percent to 35% and one person mentioned concern about enforcement.

³ Bedrooms are defined as rooms, other than kitchens, bathrooms, and closets, which can be fully enclosed by walls and doors to create private sleeping areas. Common areas are defined as areas or rooms within a dwelling unit that cannot be fully enclosed by walls and doors. These areas include kitchens, living rooms, dining rooms, studies, and other common spaces other than bathrooms and hallways.

⁴ Secondary building height is the absolute maximum height of a structure as measured from the mean grade of the lot. This is essentially the maximum allowable height allowed for any part of a structure as measured from the point of average grade elevation found under the structure.

9. Maximum number of uncovered parking spaces for lots less than 0.5 acre

Recommendation: 3 parking spaces

Background & Response to Recommendation: In addition to addressing excessive use of front yards for parking, some participants are also interested in reducing the total number of uncovered parking spaces (other than driveways) that can be constructed on a lot. They are concerned that some yards tend to look more like parking areas. To address this issue, we recommend limiting the number of uncovered parking spaces for lots less than 0.5 acre to three per lot.

Dissenting Opinions: One person expressed concern about enforcement of this provision.

10. Notification of Development

Recommendation: Require adjacent neighbor notification when requesting zoning compliance permit for an increase in floor area or proposed garage, and require 10-day wait period following notification.

Background & Response to Recommendation: This “good neighbor” recommendation is intended to provide neighbors with an opportunity to have a dialogue regarding expansions or new construction of units in the neighborhood. Currently, some residents are in litigation over a development proposal that is not in compliance with a restrictive covenant. This provision could provide an opportunity to have discussions before permits are granted and encourage better communication between landowners.

Dissenting Opinions: One person did not understand the purpose of requiring this notification and another was concerned that it would not prevent a construction project, but merely delay it.

11. General Design Guidelines

Recommendation: Create a voluntary design guidelines document that would address appropriate design elements found in neighborhood.

Background & Response to Recommendation: This design guidelines document would be made available to developers upon meeting with Planning Department staff to discuss potential developments within the neighborhood. The document could be used as a guide for future development, and provide detailed suggestions for design elements such as siting and orientation of houses, appropriate fencing design, recommended landscaping, and other design aspects. The suggestions would not be mandatory. Participants in the process were generally favorable to this recommendation.

Dissenting Opinions: A dissenting comment made was that landscaping requirements can be too overbearing. This recommendation suggests that the guidelines be voluntary and not mandatory.

12. Application of Overlay District

Recommendation: The provisions of this Mason Farm-Whitehead Circle Neighborhood Conservation District are intended to apply to residential use of property and accordingly shall not apply to property whose principle use is a place of worship, a child day care facility, an elementary or secondary school, or a public cultural facility.

Background & Response to Recommendation: This recommendation reiterates the focus and intent of the NCD as being directed towards residential development. There are other uses found within the neighborhood, including a synagogue and a child day care facility. This provision asserts that these uses are not required to comply with the recommendations provided in the NCD.

Dissenting Opinions: No dissenting comments were offered.

Additional Options

As noted above, not all ideas that have been suggested are included in the above recommendations. Three additional proposals that are not in the list of recommendations are offered here for consideration.

1. Occupancy Limits

Limits on occupancy were discussed earlier in this memorandum. One approach to encouraging single-family occupancy would be to include language such as the following for the Mason Farm / Whitehead Circle Neighborhood Conservation District: "Occupancy of a dwelling unit by more than ___ unrelated people (2,3, or 4) shall constitute use of the property as a Rooming House."

2. Create Definition of "Functional Family"

The definition of "Functional Family" used by Knoxville, and described above, could be included in the Mason Farm / Whitehead Circle Neighborhood Conservation District, along with language stating that if a dwelling unit is occupied by other than a Functional Family it shall be classified as a Rooming House.

3. Include Guidelines on Color of Structures

A recent development in the neighborhood has been the painting of a dwelling with an intense, bright shade of pink color, out of character with the neighborhood. This circumstance has generated ideas for color restrictions or guidelines. Control of the color of buildings is often included in private restrictive covenants, but rarely in public zoning ordinances. A resident identified one such provision in the zoning ordinance for Duck, North Carolina. This language follows, and is offered for consideration:

"Paint colors shall be of low reflectance, subtle, neutral, or earth tone colors or shall relate to natural material colors found within the town generally. Contrasting colors of brighter hues, including pastels, may be used to accent architectural details and entrances."

C. Exterior materials.	
<i>In order to have buildings clad with a type, texture, and color of material that relates to natural material elements found in the Town of Duck, the following standards shall apply to all building exteriors, unless otherwise noted.</i>	
(1)	Additions and new construction shall use facing materials that are compatible in quality, color, texture, finish, and dimension to those common in the village commercial area.
(2)	Under no circumstances shall metal siding be used on any structure. <i>(This does not prohibit the use of durable metal accent pieces or columns on surfaces when such are made to mimic traditional detailing (cornices, trim pieces, moldings, etc.)</i>
(3)	Large modular materials shall be avoided or used only as accent pieces on street fronting façades.
(4)	Paint colors shall be of low reflectance, subtle, neutral, or earth tone colors or shall relate to natural material colors found within the town generally. Contrasting colors of brighter hues, including pastels, may be used to accent architectural details and entrances.
(5)	Roof and exterior wall colors shall be low-reflecting.

Summary of Key Issues to be Addressed by Other Means

Zoning regulations cannot address all of the concerns that people have about this neighborhood. Below is a summary of issues that have been discussed. Some of these issues have been addressed during this process.

1. Widening of Mason Farm Road from 2 lanes to 4 lanes;
2. Lack of pedestrian access (sidewalks), insufficient street lighting within the neighborhood, and unpaved streets;
3. Increases in on-street parking;
4. Increases in speeding, traffic, and noise;
5. Information on sewer service and expansion of service in the neighborhood; and
6. Information on UNC's future development plans that may impact the neighborhood.

OWASA provided information to the neighborhood on the process for requesting expansion of sewer service to parts of the neighborhood that are currently unserved. This information is located on the Mason Farm-Whitehead Circle NCD website at <http://tinyurl.com/yheu7b>. On-street parking issues have also been discussed and addressed during the course of this process.

We offer the following recommendations for continuing efforts to resolve these neighborhood issues.

Impacts from University Development Located Across Mason Farm Road

- Continue to monitor development of plans, participate in public events, and review plans.
- Bring concerns to attention of Town Council and UNC.

Potential Widening of Mason Farm Road from 2 Lanes to 4

- Invite Engineering Department and UNC representatives to a neighborhood meeting to discuss potential plans for road.
- Maintain communication with the Town Council regarding plans for Mason Farm Road.

Need for Better Pedestrian Accommodations within Neighborhood

- Invite Engineering Department representative to neighborhood meeting to discuss possible solutions.