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SUMMARY OF PLANNING BOARD ACTION

- Subject:** Land Use Management Ordinance Text Amendment, Duplex Provisions
- Meeting Date:** March 1, 2005
- Recommendation:** That the Council change the duplex provisions of the Land Use Management Ordinance and the duplex design guidelines as recommended by the Community Design Commission with one exception regarding accessory apartments.
- Vote:** 9-0

Issues Raised:

The Board supported the changes to the Ordinance for duplexes recommended by the Design Commission and the recommended changes to the duplex design guidelines. The Design Commission has recommended that the following requirements be inserted into Ordinance regulations for duplexes:

1. That no more than four parking spaces, as defined by landscaping and hardscape materials, shall be permitted on a property for which a duplex is authorized.
2. When a Special Use Permit or Site Plan Review application is approved by the Town Council or the Planning Board that authorizes construction of duplexes, the Community Design Commission shall approve building elevations, site plans, and lighting plans for the duplex structures in accordance with Council-adopted design guidelines.
3. That all property owners, within 100 feet of an application for Community Design Commission review of a duplex elevations, shall be notified of the meeting date and time during which the Commission will consider the application. That for all duplex structures that are approved by a Special Use Permit or Site Plan Review, all property owners within 1,000 feet of an application shall be notified.

Regarding Design Guidelines for duplexes, the Design Commission recommended that the following guidelines replace the existing duplex design guidelines that are in the Comprehensive Plan:

1. The appearance of a new duplex structure shall be consistent, with respect to building materials, roof forms, and lot siting, to the neighborhood in which such structure is to be built.
2. The size, height, and form of a new duplex structure shall be comparable with other structures in the neighborhood in which such structure is to be built.

3. For purposes of evaluating compliance with items 1 and 2 above, the “neighborhood” to be considered shall include the following:
 - a. Structures immediately adjacent to and across from the subject property;
 - b. Structures on the same street (both sides) as the subject property; and
 - c. Structures within 500 feet of the subject property.
4. Garage doors, if facing the street, should not be the dominant feature of the structure.
5. Entrances should clearly identify important access points.
6. Entrances should provide an introductory statement for dwelling units in the duplex structure, and should be landscaped with plants complementary to the building’s architecture and style.
7. All elevations of a building’s exterior design should be coordinated with regard to color, materials, architectural form and detailing.
8. Lighting shall be designed to provide illumination at entrances and along walkways to entrances, without creating spillover onto adjacent properties.
9. Landscape plantings and hardscape materials shall be incorporated to clearly define parking areas and minimize the visual impact of front yard parking.

The Board expressed concern about the proposed future change to the regulations suggested by the Design Commission regarding a possible reduction to the allowable size of accessory apartments and a possible reduction to the maximum number of unrelated people permitted to occupy an accessory apartment. The Board did not support consideration of changes to the accessory apartment provisions.

Prepared by: Tim Dempsey, Chair, Chapel Hill Planning Board^{8/3/10, TD}
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