

ORANGE COUNTY BOARD OF COMMISSIONERS

AGENDA

Public Meeting to Discuss a Board Meeting Room in the Whitted Building
April 4, 2013
Meeting – 7:00 p.m. (Informal Facility Tours Available at 6:00 p.m.)
Richard E. Whitted Building, 2nd Floor
300 Tryon Street
Hillsborough, NC

- | | | |
|---------------|----|--|
| (7:00 – 7:05) | | Call to Order and Introductions (Chair Barry Jacobs) |
| (7:05 – 7:20) | 1. | Conceptual Floor Plans & Aggregated Board Meeting Calendar Presentations |
| (7:20 – 7:35) | 2. | Town of Hillsborough Description of Potential Review Processes |
| (7:35 – 7:55) | 3. | Orange County Cultural Center (OCCC) Presentation |
| (7:55 – 8:30) | 4. | Public Comments |
| (8:30 – 9:00) | 5. | Board Comments (Hillsborough, Orange County Schools, County) |
| (9:00) | | Adjourn (Staff to Remain for Individual Questions and Discussion) |

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

DISCUSSION ITEM ABSTRACT

Meeting Date: April 4, 2013

SUBJECT: Public Meeting to Discuss a Board Meeting Room in the Whitted Building

DEPARTMENT: Asset Management Services

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

- 1A) Conceptual Use Floor Plans
 - 1B) Aggregated Board Meeting Calendar for 2013
 - 2) Hillsborough Zoning Definitions & Process Options
 - 3) Orange County Cultural Center Statement of Intent
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INFORMATION CONTACT:

Jeff Thompson, 919-245-2658

PURPOSE: To receive presentations, take public comments and discuss the possibility of renovations to the former Library space within the Whitted Building for a Meeting Room for the Board of County Commissioners (with the Meeting Room potentially being shared with the Town of Hillsborough, Orange County Board of Education, and the Orange County Cultural Center).

BACKGROUND: On February 21, 2013, the Orange County Board of County Commissioners and the Town of Hillsborough Board of Commissioners met jointly to discuss potential uses of the former library space housed on the second floor of the Whitted Facility. The BOCC and Town Board agreed to conduct a public meeting at the Whitted Building, present conceptual designs for a meeting room and invite public comments on the potential uses being contemplated by the BOCC.

1. Conceptual Floor Plans & Aggregated Board Meeting Calendar Presentations

County staff has worked with Corley, Redfoot Architects to investigate possible design concepts for a meeting room in the former Library space within the Whitted Building. Attachment 1A presents three (3) conceptual use floor plans for a meeting room.

Attachment 1B is an Aggregated Board Meeting Calendar for 2013. All meeting dates for the Orange County Commissioners, Orange County School Board and the Town of Hillsborough are posted on the calendar. There are several conflicting Board meeting dates that occur in 2013 and conflicts between the elected Boards will need to be addressed.

Attachment 1A – Conceptual Use Floor Plans

Attachment 1B – Aggregated Board Meeting Calendar for 2013

2. Town of Hillsborough Description of Potential Review Processes

The Town of Hillsborough will provide information on the review processes associated with approval of the meeting room facility in the Whitted Building.

Attachment 2 – Hillsborough Zoning Definitions & Process Options

3. Orange County Cultural Center (OCCC) Presentation

Attachment 3, Orange County Cultural Center Statement of Intent, outlines the OCCC request to use the meeting space when the space is not scheduled to be used for governmental meetings.

Attachment 3 – Orange County Cultural Center Statement of Intent

4. Public Comments

Members of the public may want to provide comments on the proposed meeting room at the Whitted Building.

No Attachments

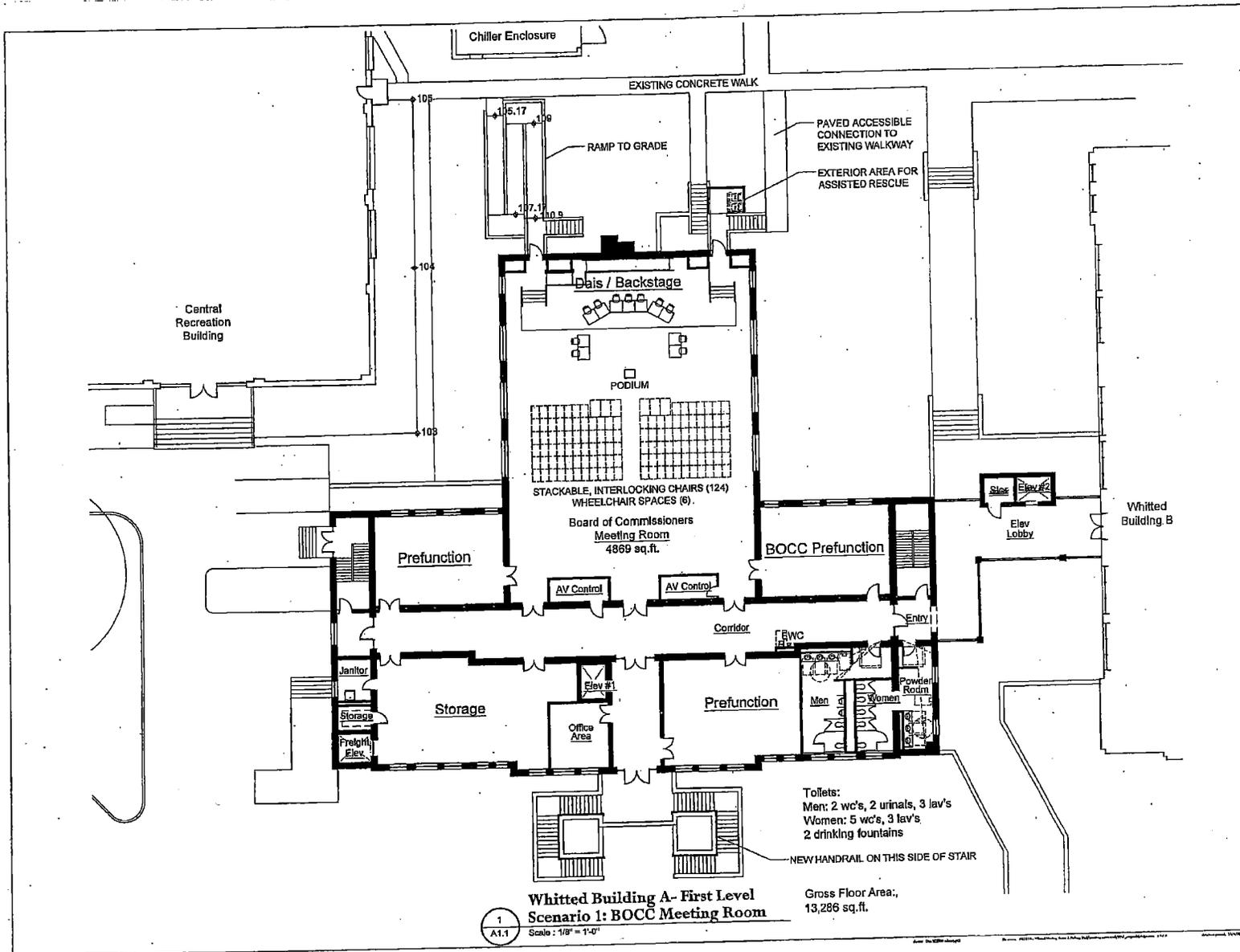
5. Board Comments (Hillsborough, Orange County Schools, County)

Representatives of the various jurisdictions may want to provide comments in follow-up to the presentations, earlier discussions and public comments.

No Attachments

FINANCIAL IMPACT: There is no financial impact at this time. Should the BOCC decide to pursue a permanent meeting facility use, preliminary cost estimates for the upfit and related site work range between \$1.2 and \$1.4 million. Should the BOCC decide to authorize the additional OCCC use, any additional OCCC facility needs in excess of those required for a permanent board meeting space would be addressed by funds raised by the OCCC.

RECOMMENDATION(S): The Manager recommends the Board receive the designs of a Board Meeting Room in the Whitted building and other presentations, receive public comments, discuss the possible shared use of the facility, and provide guidance to staff for the next steps concerning a Board Meeting Room in the Whitted Building.



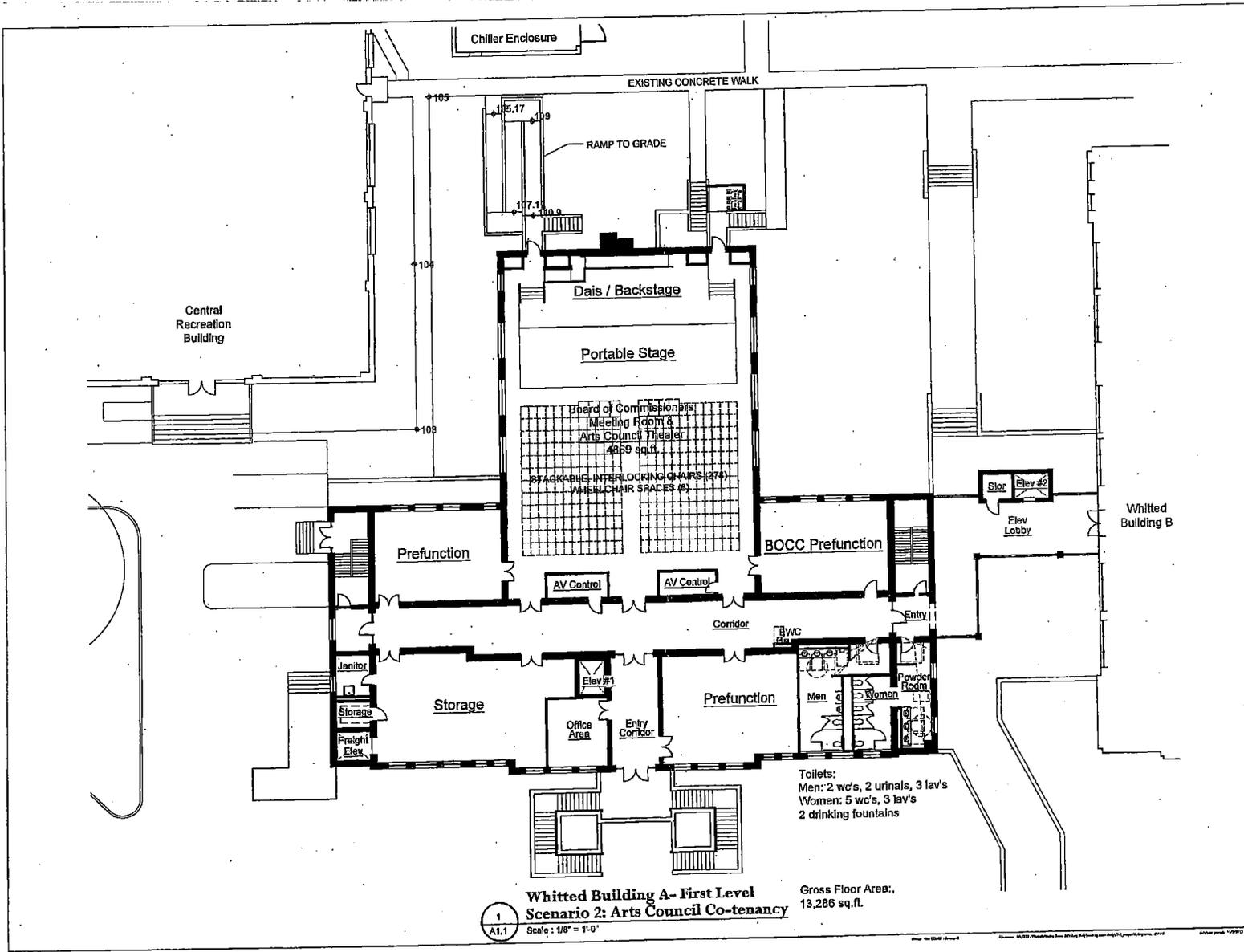
cra corley redfoot architects inc.
architects | engineers | planners
220 State Street, Dept. 101, St. 21514, 919-461-1386
www.corleyredfoot.com

Whitted Building A
First floor Renovation for
Orange County Board of Commissioners
-Meeting Room

Concept Drawing

DATE: 2/6/12

PROJECT NO: 1119



**Whitted Building A - First Level
Scenario 2: Arts Council Co-tenancy**

Gross Floor Area:
13,286 sq.ft.

1
A1.1
Scale: 1/8" = 1'-0"

Toilets:
Men: 2 wc's, 2 urinals, 3 lav's
Women: 5 wc's, 3 lav's
2 drinking fountains

cra corley redfoot architects inc.
 architects | engineers | planners
 222 Lakeview Court Chapel Hill, NC 27514 919.401.8266 www.corleyredfoot.com

Whitted Building A
 First floor Renovation for
 Orange County Board of Commissioners
 Meeting Room

Concept Drawing

Date: 04/12
 Project No: 1115

AGGREGATED BOARD MEETING CALENDAR - 2013

January						
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- Orange County Commissioners
- Orange County School Board
- Town of Hillsborough
- Holidays

Hillsborough Zoning Definition & Process Options

Event Center	A building containing in some combination two or more of the following: a bed and breakfast facility; a restaurant; a bar; a night club; or a meeting facility. The facility may make some or all services available to the general public in addition to guests.
Meeting Facility	A building, part of a building, or series of building available for rent for public and private meetings and events. This type of facility may provide rooms of various sizes to accommodate one or more functions at the same or different time, restrooms or changing rooms for guest use, and/or a warming kitchen or similar food staging area. This use does not include on-site food preparation, lodging, or any personal care services.
Performance Facility	A structure designed to accommodate the assembly of persons attending athletic events, musical performances, dramatic or terpsichorean performances, speeches or ceremonies, motion picture presentations, and other entertainment events.
Combination Use	Use consisting of a combination of two (2) or more principal uses separately listed in the Table of Permitted Uses.

OFFICE/INSTITUTIONAL DISTRICT (OI) The purpose of the OI District is to accommodate the location and establishment of medium density professional and business offices and institutions in close proximity to single-family detached residential units. This district is generally located near residential neighborhoods and often serves as a buffer or transition between residential neighborhoods and more intense business districts.

By-Right:

- Adult Day Care
- Artisan Studio
- Bank & Financial Institution
- Botanical Garden & Arboretum
- Child Day Care
- Church, Place of Worship
- Community Center
- Detention Facility
- Dwelling: Accessory
- Dwelling: Single-Family
- Extended Care Facility
- Farmer's Market
- Funeral Home
- Gallery/Museum
- Health Care Facility
- Hospitals
- Library
- Meeting Facility
- Offices – all types
- Park, Cultural or Natural
- Parking (Surface or Structure)
- Performance Facility

- Personal Service Business
- Public Safety Services
- Recreational Facilities
- Recycling Materials Collections Center
- School: Art & Music
- School: Dance, Martial Arts
- School: Elementary, Middle & Secondary
- School: Higher Education
- School: Vocational
- Veterinarian/Animal Hospital

CUP:

- Cemetery
- Park, Athletic or Community
- Telecommunication Tower, Less Than 200' Tall

SUP:

- Event Center
- Homeless Shelter
- Public Utilities
- Telecommunication Tower, 200' or Taller
- Transmission Lines



220-B South Churton Street
 PO Box 1162
 Hillsborough, NC 27278
 919-913-5213
www.OrangeCountyCulturalCenter.org

March 27, 2013

Statement of Intent from the Orange County Cultural Center to the Orange County Board of Commissioners

What is the OCCC?

The mission of the Orange County Cultural Center (OCCC) is to promote the public understanding and appreciation of the creative arts and cultural history of Orange County, and to stimulate the interest and participation of its members and the community by providing affordable space for exhibitions, education, and professional endeavors. We believe that locating the Orange County Cultural Center in the Whitted Building will enable this historic 1922 building to become an attractive and welcoming meeting place. It will also be the locus for exciting events and programs that bring together diverse members of our county, provide outreach to smaller communities, and draw visitors from beyond our boundaries. A revitalized Hillsborough, with its thriving downtown district, increasingly draws tourist dollars to the area. The OCCC will serve as a place of creative discovery, exploration and enlightenment that bridges both cultural and economic boundaries.

The Member Organizations of the OCCC

- Hillsborough Arts Council
- Orange County Arts Commission
- Orange County Historical Museum
- Historic Hillsborough Commission/The Burwell School
- Orange County Visitors' Bureau
- Orange Community Players
- Orange County School System
- Alliance for Historic Hillsborough

The OCCC in the Whitted Building

In accordance with a mutually acceptable Operating Agreement between the OCCC and Orange County, the OCCC will provide and manage a centrally-located cultural center within a historic building to provide a locus for activities and events such as the following:

- Art, movement and music classes for children and adults
- Poetry readings, writing workshops and other literary events
- Cultural and historical exhibits
- Plays and dance performances
- Concerts, Reunions, weddings, dances, and conferences

The OCCC will provide a staff person (Executive Director) to oversee and coordinate all OCCC uses of the building, and will add value to the community and Orange County by:

- Identifying cultural and social groups in the community desirous of using the time/space available;
- Providing consultation, support, public relations, and marketing services to various arts and cultural groups;
- Conducting outreach to the wider County to survey unmet cultural and artistic needs, and developing plans to respond to those needs;
- Promoting diversity and providing cultural opportunities to all County residents, including those underserved citizens who lack access to the arts;
- Raising money for additional equipment needed to augment the infrastructure beyond what the County will provide for their own meetings (such as additional chairs, lighting, audio, movable storage, etc).

The OCCC will work within the Operating Agreement on space programming and use, understanding that the government uses have first priority. The OCCC understands that it will work diligently with Orange County to program its events during times of use that do not conflict with the published meeting schedule of the Board of County Commissioners, the Hillsborough Town Board, and the Orange County School Board. The OCCC will collect revenue for its programming through member organization fees, grant funding, patron contributions, event ticket sales, and concessions sales. The Operating Agreement will prohibit any lease or sub-lease arrangement between the County, the OCCC and other parties.

The OCCC's Responsibility to the Neighborhood

- The OCCC recognizes that the Whitted proposal will have an impact on the immediate neighbors and we intend to promote the positive impacts and minimize the negative impacts.
- The OCCC intends to have neighborhood representation on its Board of Directors, and will solicit neighborhood input about how things are going through regularly scheduled meetings with the neighbors.
- Activities will be monitored to assess compatibility with neighborhood ambiance.