

*a City-County
agency providing public Planning
Services to the City of Charlotte and
the unincorporated areas of
Mecklenburg County*

Planning Commission

March 4, 2019
work session

Charlotte-Mecklenburg
Government Center
Conference Room 267
Noon

CHARLOTTE-MECKLENBURG PLANNING COMMISSION

Work Session Agenda

March 4, 2019 – Noon-2:00pm

CMGC – Room 267

1. **Call to Order & Introductions** – 12:00 – 12:05pm (5 minutes)

2. **Minutes and Reports** – 12:05 – 12:10pm (5 minutes)
 - Approve February 4th Work Session Minutes – *Attachment 1*
 - Discussion on Information in Review Packet
 - Executive Committee Minutes – *Attachment 2*
 - Zoning Committee Agenda Results – *Attachment 3*
 - Planning Committee Minutes – *Attachment 4*
 - Historic District Commission Meeting Results – *Attachment 5*
 - Charlotte Regional Transportation Planning Organization – *Attachment 6*
 - Upcoming Meeting Dates – [Click here to access Team up calendar](#)

3. **New Business** – 12:20 – 2:00pm (110 minutes)
 - TOD Update – Planning Staff
 - CATS Multi-Corridor Plan Update – *Jason Lawrence, CATS*
 - Comprehensive Plan Status Update – *MIG, Inc.*

4. **Future Work Session Agenda Topics**

Agenda Topic		Meeting Date
Planning Commission	Near Term UDO Update (<i>Sign Ordinance & Tree Ordinance</i>)	April 1
	Planning Committee TOD Recommendation	
	Minneapolis 2040 Plan	
	Millennial Plan	TBD
Planning Committee	TOD Update	March 19

Charlotte-Mecklenburg Planning Commission

Work Session Summary Minutes

February 4, 2019

CMGC – Conference Room 267

Attendance

Commissioners Present: John Fryday (Chairperson), Victoria Nwasike (Vice Chairperson), Phillip Gussman, John Ham, Bolyn McClung, Elizabeth McMillan, Dionne Nelson, Rajahm Sellers, Sam Spencer, Mike Sullivan, Douglas Welton, Cozzie Watkins, and Nancy Wiggins

Commissioner Wiggins arrived at 12:20 pm.

Commissioner Watkins arrived at 12:24 pm.

Commissioner Bolyn McClung left at 1:47 pm.

Vice Chairperson Nwasike left at 1:48 pm.

Commissioners Absent: Keba Samuel

Planning Staff Present: Taiwo Jaiyeoba (*Planning Director*), Candice Rorie, Shavon Davis, Laura Harmon, Kathy Cornett, Garet Johnson, Shannon Frye, Melony McCullough, Mandy Rosen, and Brent Wilkinson.

Call to Order & Introductions

The Chairperson called the meeting to order at 12:07 pm, welcomed those present, and asked everyone to introduce themselves.

Minutes and Reports

Approval of January 2, 2019 Work Session Minutes

Vice Chairperson Nwasike commented on page 3 of the minutes, under her comments, it should read CRVA and not CRPA.

Commissioner Spencer acknowledged he was absent from the meeting from approximately 12:15pm until 12:45 pm.

Commissioner McClung made a motion to approve the January 7, 2019 minutes with corrections, seconded by Commissioner Gussman. The minutes were approved unanimously.

Chairperson Fryday reviewed the attachments in the agenda packet. He advised the Zoning Committee agenda results will include the prior and modified zoning classifications. He also stated that updated activity will be on the Team up calendar.

New Business

City Council Retreat Summary

The Director stated the City Council retreat took place in Raleigh from January 28th – 30th. The first day was devoted to affordable housing and Laura Harmon and Shannon Fry will present the information being discussed in Planning with regards to affordable housing. The conversation at the retreat centered around how the Local Initiatives Support Corporation (LISC) and the Foundations

for the Carolinas, as well as the city and other private entities would work together to ensure commitments are delivered as scheduled. The second day was focused on Economic Development. With the Comprehensive Plan and any other strategy document, the focus will be on the future and who will be attracted to Charlotte. The third day focused on the Economic Outlook including the Cross Charlotte Trail and creative ways to meet the budget. There were conversations about opportunity zones and will continue to be a topic of discussion in the near future.

Director Jaiyeoba acknowledged there was no particular focus on the Comprehensive Plan, Transit Oriented Development (TOD), or the Unified Development Ordinance (UDO), however, prior to the retreat, Planning did submit to Council the department priorities for the upcoming year. Affordable housing is very important from the perspective of land use, along with ensuring TOD and the UDO have been positioned to support economic development. Between Housing and Neighborhood Services, Planning, and the City leadership, a considerable effort is being made to develop a tool kit that would support the delivery of affordable housing. Lastly, the Director added that staff strives to ensure there is collaboration with key partners and to implement the elements of the statement adopted by Planning Commission last year.

Commissioner Sullivan inquired as to the role of LISC (Local Initiative Support Corporation), the City's input on opportunity zones and the expected timeframe. Director Jaiyeoba replied that LISC has partnered with existing authorities or other non-profits entities like Foundation for the Carolinas in other cities to create housing opportunities for people earning a certain percentage of the area medium income. LISC also has access to funding opportunities that cities are not able to access so by partnering with them, the City may access these funding opportunities.

Commissioner Sullivan asked the role of the City with regards to opportunity zones. Director Jaiyeoba replied that the City's role is currently unclear and the Council also asked that same question. The City would like to set the appropriate criteria but a legal conversation must take place first. There was a discussion about the City purchasing certain properties in order to dictate a framework for the type of development that the City would like to see.

Commissioner Nelson stated that parcels within opportunity zones have been sold or are selling very quickly and although the ownership concept is a good one, it may be too late at this point. She asked whether the City has the power to establish overlay districts or if possible to use the land ordinance around opportunity zones. Commissioner Nelson added that the current zoning of all parcels in the opportunity zone should be researched to determine what the level of comfortable would be with the uses that may be developed by right on those parcels. Her concern is, for example, that five drive-thru fast food restaurants or Quick Trips are not developed along Beatties Ford Road. She noted that if the parcels available currently are developed by-right, what type of developments would there be a year from now. She suggested to review and confirm what is currently available then identify the types of developments they would be comfortable with or the unique parcels of particular concern. She asked is there an overlay or something that could be done for the entire opportunity zone area.

Commissioner Nelson stated that LISC will partner with the Foundations for the Carolinas and the city to operate this fund. LISC is a Community Development Financial Institution (CDFI) that can

review the underwriting for the project then help determine the amount of gap financing or subsidy dollars that would be needed to make a transition work and how that might layer between public and private dollars. She thinks LISC will bring occupational capacity to help the use of the dollars that are being proposed come together. They offer much more than affordable housing so their scope in Charlotte would be much broader than that.

Commissioner Sullivan inquired about their (LISC) track record and Commissioner Nelson replied their success has varied by city. Her perception is that they have the capacity to do what the City has asked but also the community must help them set up and get staffed well in order to be successful.

Commissioner Sullivan stated that with the opportunity zones and the assistance of LISC, he does not want to layer various initiatives.

Chairperson Fryday agreed with Commissioner Sullivan and asked who established the opportunity zones. Director Jaiyeoba replied the State, in which they look at the most distressed communities. The Chairperson then asked if 100% of the money for affordable housing that LISC controls, is spent only on affordable housing? For example, if a \$50 million project is developed but only ten units are affordable, will the project receive funding out of the Housing Trust Fund money?

Commissioner Nelson responded no, the City has standards on funding requests relative to the number of affordable units that will be constructed. The City approved a housing framework with guidelines specifying the expected outcome regarding affordable housing. The City also approved a location policy identifying where the housing should be placed. She added those two documents will assist to align guidelines for developers on what the City is willing to fund where, when, how, etc.

Commissioner Spencer stated that opportunity zones offer a very specific tax break and it remains to be seen as to how many people are actually going to use it. Therefore, he recommended that not much time be spent on the topic.

Commissioner Nelson suggests that a lot of people will use the tax break. She is concerned the transactions will not offer the best development deals because, by chasing ways to take advantage of the tax break, developers may be more prone to make investment decisions they would not normally make in a more rational funding environment.

Chairperson Fryday asked is there an overall purpose of the opportunity zones. Director Jaiyeoba answered the opportunity zones do not focus on projects as much as uplifting communities.

Commissioner Watkins asked once all activity is done and LISC is awarded funding, will the public see their expected outcome and will the process be confusing.

Director Jaiyeoba replied he could not answer that question but acknowledged that there is a 34,000 shortage of affordable housing units and the \$50 million would build approximately 2,000 or 3,000 units. Therefore, the \$50 million will not solve the housing dilemma, which is why other

solutions must be developed. Other solutions in which the City could deliver projects outside of the trust fund include waiving fees or streamlining processing. The Director stated he cannot speak to units but to the recommendations from the Planning Commission and Planning Department that Council can adopt that would help developers provide more affordable housing.

Commissioner Nelson added that with the development of mixed income communities, there will be several thousand units that get produced, as Director Jaiyeoba just mentioned. It will be mixed income serving different levels of affordability.

Director Jaiyeoba recognized that space is limited around station areas, so as staff discusses TOD and works through the ordinance, there will be a need to incentivize developers to provide affordable housing first but affordable housing cannot only be developed around transit stations.

Commissioner Watkins pointed out that the public may not be able to understand and measure the expansion of what \$50 million cannot buy. Her concern is about the perception of the public and what can be done to explain the process ahead of time.

Commissioner Wiggins mentioned her concern is when people move into a unit at the initial low rate and then become priced out.

Commissioner Nelson explained to manage expectations, when there is a deed restricted unit, the commitment is to rent at that level of affordability for the period of the deed restriction. As incomes in Charlotte increase, the rent level is also going to increase and for tax credit deals, the state agency must approve the request for a rent change year after year.

Commissioner Wiggins stated that the problem is there needs to be more people at the median so they have an opportunity and maybe live there for more than 3 years. She suggested the funding should be used in this way.

Commissioner Ham mentioned that www.LISC.org has a lot of information for those who want to view it.

Affordable Housing and Expediated Rezoning and Permitting Process

Ms. Laura Harmon and Ms. Shannon Frye introduced their presentation describing the components of the strategies that are related to the Unified Development Ordinance(UDO) and the rezoning process. The presentation can be viewed [here](#). Ms. Frye spoke on the strategies that are related to the permitting process and are handled by the Land Development Division.

Director Jaiyeoba advised consideration is being given to reducing the number of rezoning petitions each month from sixteen to maybe twelve that do not include affordable housing and four that are affordable housing but he wants to be mindful of staff resources. Going beyond sixteen cases would have huge implication for staff and the Zoning Committee as well. If the number of cases stays within sixteen, then affordable housing would be added to all cases.

Commissioner McMillan inquired about the number of cases that rolled over last month and wanted to point out that most months, there are more than sixteen cases. Director Jaiyeoba replied the final number of cases will be discussed and agreed on.

Commissioner Nelson mentioned that consideration should be given to more cases during peak months where an influx of affordable housing cases may be submitted due to certain state deadlines for zoning approvals.

Commissioner Spencer stated he sent an email about confirming and ensuring that any affordable housing project is clearly communicated to Council. A few months ago, during a rezoning case, there was a promise of affordable housing but did not materialize. He asked if staff will provide this information.

Ms. Harmon replied this information may be provided in the staff analysis. With conventional rezoning cases, there are no guarantees and the developer may ultimately decide not to include the affordable units. With conditional rezoning cases, clarity may be provided with notes on the plan.

Commissioner Spencer asked is the fee structure for the permitting process still being developed.

Ms. Frye replied yes. The cost impact and analysis is being done to determine recommendations and the effect on the general fund.

Commissioner Wiggins suggested to predesign affordable housing unit types especially units on a single level.

Commissioner Welton questioned the sixteen petitions per month and whether technology could be used to increase the number of cases without requiring additional resources.

Director Jaiyeoba responded that technology is utilized but committee meetings must still be done. Also, Council only meets a certain number of times per month. Although, the analysis appears cookie cutters, each case still requires case by case focus. Over 80% of the cases are conditional so the process requires staff resources, and Council and other committee approvals.

Commissioner McClung asked how would Planning get around equal application of the law to developers who have followed the process and how do you get around treating a certain group of developers differently than another group.

Director Jaiyeoba advised that the new processes would incentivize developers but all developers would be treated equally. Developers are offered enhanced or expedited rezoning or permitting processes if they so choose.

Commissioner McClung asked about the neighbors at adjourning properties in the neighborhood and how this would impact them if there were issues. Commissioner McClung expressed the need for transparency and full disclosure of any revisions to the process.

Director Jaiyeoba explained that shortening the process would not circumvent the public but only seek to reduce the length of time. Whether for affordable housing or not, the aim is for the public to be a part of the process.

Commissioner Ham asked Ms. Harmon to give an arbitrary example of reduced fees, rezoning and permitting.

Ms. Harmon answered that with the rezoning cases, the amount would be small, like four or five thousand dollars. Ms. Frye added that the amount could be thirty to fifty thousand dollars for permitting, depending on the acreage of the site.

Commissioner Wiggins commented that she would like to work with a design person to develop different frontages that would be acceptable and do not require stairs.

Commissioner Nelson complimented staff for researching to find better solutions and pursuing developer's feedback. The conversations have been very flexible and open and believes progress is being made. She expressed that flexibility of the development standards is important because developments are being executed on a very specific budget as environment and construction costs are rapidly increasing. In the permitting process, she recommended flexibility on rules around transparency, the articulation of the building, etc. but not to the degree of lowering the esthetics. There are small things that can be done or adjusted that makes a meaningful impact on a budget.

Commissioner Nelson stated that affordable housing projects need subsidies. Developers have used the Housing Trust Fund in the past for subsidies to fund the gap in their financing structure. In that same budget, City fees are being paid for permits then borrowed from the Housing Trust Fund because there is a gap. To some degree, the City is contributing to the size of its own problem because the permit fee is the equivalent of another affordable housing unit or maybe more.

Lastly, regarding the rezoning discussion, Commissioner Nelson suggested more flexibility, whether number of cases per month or an expedited process, could be very effective. She said that developers would prefer to submit a conventional plan in some cases. She does not propose to exclude the community from the ability to have the conversation but there has to be some sensitivity that Developers have a process when obtaining funding and a rezoning and each process makes the delivery of affordable housing more difficult. It would be helpful if the City could get comfortable with the conventional process because it is faster and does not require additional community meetings. She agrees that the risk is if affordable units are not ultimately included, the conventional rezoning cannot be reversed. In this scenario, a multi-family rezoning case would guarantee a multi-family development but may or may not retain affordability in the future if that parcel were to sell.

Ms. Harmon stated on a case after case basis, updating zoning districts and ensuring the appropriate standards would make staff more comfortable with conventional cases. Staff would prefer to get away from conditional rezoning cases.

Commissioner Nelson said staff has been spending a lot of time on the back end of the project, helping with inspections and the approval process. Staff has been using their relationships to help navigate between various inspectors, and the City and the County. She complimented that this assistance has been significant.

Commissioner Spencer sought clarity of whether the percentages of AMI range units define affordable housing or the presence of AMI range units that qualify these projects for incentives.

Ms. Harmon explained that staff is seeking feedback on what the number or percentage of affordable units should be in order to receive incentives.

Commissioner Welton asked if demographic data of those that went through the process last year as an affordable developer and the details of those projects is available.

Chairperson Fryday asked for clarification of the Housing Trust Fund and the number of units or percentage that is needed to qualify for Housing Trust Fund money.

Commissioner Nelson suggested that there may be projects that are not 100% affordable that get Housing Trust Fund money. The Planning staff may defer to the Housing department to decide when a project has enough affordable housing to warrant a Housing Trust Fund investment and allow Planning to focus on if it has met the threshold. The Planning staff should not spend a lot of time trying to filter.

Director Jaiyeoba added from the permitting perspective, Planning may have to set specific definitions. Commissioner Nelson said the definition for rezoning is somewhat more difficult because Housing Trust Fund funding has not been received yet.

Commissioner Watkins stated that affordability has become an urgency and questioned if it is the new hot topic and in the next 15 to 20 years, will it even out. The Commissioners discussed and agreed that this is not a new topic and a consistent problem.

Commissioner Sullivan said that years ago the police department, fire department and code enforcement worked together to address some of the hotels and apartments that were referred to as troubled entities and the City tore them down. He asked if there was an opportunity to rehab some of these properties.

Commissioner Nelson stated that on NOAH, the intent is to make City Council and the Zoning Committee more aware of when parcels are rezoned, typically for redevelopment, if there would be a loss of affordable housing units.

Director Jaiyeoba answered that if the property is not purchased through subsidy or some type of development assisted funding, there is no way to know.

Chairperson Fryday advised that the Zoning Committee asked for this information and that the staff report states the number of units a property will have and that Council should review the report. If

thirty to forty units are being demolished and sixty are proposed for construction with no affordable units, then decision makers should be uncomfortable. Right now, there is no real policy. Director Jaiyeoba advised that there is no policy to enforce anything.

Commissioner Gussman described how previously they relied on subjective tactics such as personal knowledge or an ability to go by the space and knock he door. It ties back to how much they can talk about and does it impact a rezoning or not. He added that there may be legal implications.

Commissioner Spencer stated that the recommendations went to Transportation and Planning Committee (TAP) and is being considered by Housing and Neighborhood Services. He commented that the City has lost more affordable housing units than built over the last few years and at the Council Retreat, NOAHs and other topics were a significant part of the retreat. He asked how can this recommendation be made clear to Council and whether there is a simple fix or more staff resources should be requested.

Commissioner Nelson stated that the recommendation is not complicated. A consistent source would be needed to obtain the information and Carolina Real Data produces two reports per year and list every apartment community with the rent range. It would be beneficial to make the note, according to "this source", to know the age, the number of units, and the current rates. Housing and Neighborhood Services can translate this information. Commissioner Nelson added this data is no different from the CDOT data or the CMS data that is provided.

Commissioner Sullivan agrees with Commissioner Nelson. Rental rates may be obtained by visiting the location.

Commissioner Wiggins advised data could be tracked from the Census. The Census Bureau tells the percentage of homeowners, renters, house value, and medium rent.

Ms. Harmon advised that the feedback is very helpful and they will relay it to their partners in Housing and Neighborhood Services.

Commissioner Nelson said that judgement should be used to recognize that units have a useful life and that not all older units may be preserved or saved from demolition.

Commissioner Spencer suggested that Housing and Neighborhood Services should allow Ms. Harmon present to the HAND committee to hopefully encourage the recommendation.

Other Business

Chairperson Fryday asked if the Comprehensive Plan consultant would discuss community outreach and Director Jaiyeoba confirmed that the consultant will be presenting on March 4th at the work session. The information that will be shared with the Commission will also be shared with Council.

Adjournment

The meeting adjourned at 2:02 pm.

Executive Committee Minutes
January 22, 2019
CMGC - Room 266

Attendance

Commissioners Present: John Fryday (*Chairperson*), Victoria Nwasike (*Vice Chairperson*), and Sam Spencer

Commissioners Absent: Elizabeth McMillan

Other Commissioners Present: Douglas Welton

Planning Staff Present: Taiwo Jaiyeoba (*Planning Director*), Shavon Davis, Cheryl Neely, and Candice Rorie

Call to Order

Chairperson Fryday called the meeting to order at 4:05 pm and welcomed those present.

Approval of Minutes

A motion was made by Commissioner Spencer and seconded by Vice Chairperson Nwasike to approve the December 17, 2018 minutes. The vote was unanimous to approve the minutes.

February 4, 2019 Work Session Agenda Approval

The Executive Committee reviewed the future work session agenda topics. Chairperson Fryday asked Director Jaiyeoba to provide an update to the Planning Commission in February after the January Council Retreat.

Director Jaiyeoba confirmed he would provide the update.

Chairperson Fryday asked the Director to include any discussions on Affordable Housing and the Expediated Rezoning and Permitting Processes.

Director Jaiyeoba summarized potential features of the processes that will be explored to assist in delivering affordable housing units in an expeditious manner and welcomed ideas and feedback. He stated that the first day of the Council retreat will focus on Affordable Housing and he will be talking to them about the proposed processes. The Affordable Housing Policy Statement will be used as an umbrella for implementation and a vehicle for collaborative work with Housing and Neighborhood Services.

Vice Chairperson Nwasike inquired about Affordable Housing updates from other entities and whether those agencies will be involved.

Director Jaiyeoba replied yes and stated that Planning is working with the Housing Authority, Foundation for the Carolinas, and Affordable Housing Developers as well as talking with developers, designers, and architects.

Chairperson Fryday verified the presentation of Affordable Housing and the Expediated Rezoning and Permitting Processes will focus on the items that the Planning Department controls and not

about the design of units or other topics. Director Jaiyeoba replied yes. Chairperson Fryday indicated the presentation should refer to the Affordable Housing Recommendations document that the Planning Commission passed.

Commissioner Spencer mentioned the portion of the document referencing existing NOAHs and rezonings should be highlighted due to the current focus by Council but he has spoken with Members of Council that are not aware of these recommendations. Commissioner Spencer would like for effort to be made in implementing the suggestion.

Chairperson Fryday stated on March 4th the Comprehensive Plan consultant will present and CATS will provide an overview of the multi-corridor plan because the two plans are connected. Chairperson Fryday added that he asked the Comprehensive Plan consultant to bring topics for discussion in addition to a presentation on the status of the Comprehensive Plan. On April 1st the agenda includes a Unified Development Ordinance update and a discussion of the Sign and Tree Ordinance. Director Jaiyeoba agreed to send the current status prior to the meeting to allow Commissioners time to read the document.

Director Jaiyeoba stated that while undergoing the Comprehensive Plan, the release of the UDO was delayed but certain items were accelerated such as the TOD, the Sign Ordinance, Tree Ordinance, and administrative procedure. In April Council will adopt the TOD ordinance and then focus on the Tree Ordinance and Sign Ordinance so feedback will be needed from the Commission.

Chairperson Fryday asked Director Jaiyeoba to tell the Commission about the future Minneapolis plan and Millennium plan.

Director Jaiyeoba replied the genesis for the discussion was the single-family district elimination story that came out of Minneapolis. The project manager from Minneapolis will be in Charlotte sometime between March 26th – 28th and the Planning Director from Grand Rapids will also be invited to Charlotte at some point because those are the two cities who have eliminated single family districts in the country. There will be a facilitated panel and a focus will be to understand the involvement of the Commission and Council throughout the process. Director Jaiyeoba added that staff would present to the Commission in April and discuss the Minneapolis plan.

Vice Chairperson Nwasike expressed concerns about the various plans and changes that are currently happening and questioned whether it would be appropriate to explore a new idea at this point.

Director Jaiyeoba replied that the concept is not new and the time is now to engage the community in that discussion. He expressed that this conversation should occur before zoning changes and during the Comprehensive Plan development. Minneapolis and Grand Rapids included it as a part of their Comprehensive Plans.

Vice Chairperson Nwasike acknowledged that the Planning Commission will be invited to the meeting but will not have an opportunity to provide input before the meeting but can learn and give input afterwards. Director Jaiyeoba replied yes.

Ms. Candice Rorie inquired if the item should be added to the agenda and Director Jaiyeoba and Chairperson Fryday responded yes, and to add the topic to the May agenda.

Chairperson Fryday asked what defines how a residential project fits into a lower density classification? He stated the Commission never really discussed the appropriate elements but offered the Comprehensive Plan may seek to change how single family is defined and may also deal with that relationship.

Director Jaiyeoba said that there is much learn from the two communities. Staff began exploring the idea under Place Types with residential districts and how they can be defined in the future but never really got traction. He expressed that it would be good to hear how the underlying concepts were addressed and approached.

Chairperson Fryday stated the May meeting may be an appropriate time to talk about the subject and make it a part of a larger discussion of how to develop in single family neighborhoods.

Director Jaiyeoba replied that the plan will go before Council on February 25th for a public hearing and the recommendation to Planning Committee on February 19th.

Vice Chairperson Nwasike verified that the February 19th meeting in which the recommendation is scheduled to be made, will not allow the opportunity to receive feedback from the public hearing.

Director Jaiyeoba stated he would like support of the Planning staff's work on the TOD before the hearing to acknowledge the collaboration amongst all groups.

Vice Chairperson Nwasike suggested a recognition be made by the full Commission stating that they have been briefed. She agreed with Chairperson Fryday that discussion items for the Comprehensive Plan consultants should be included in the presentation but questioned the timing of the Comprehensive Plan presentation.

Director Jaiyeoba stated that the first phase started in September of 2018 and will end around March of 2019. This first phase is to look at the different policies, perform an audit, and do a Community Engagement Strategy. Last week letters were sent to 36 different organizations including the Foundations for the Carolinas, United Way of Central Carolina, and YWCA and approximately 20 reservations were received. The consultant will be personally interviewing the groups and the outcome of those interviews will be used to develop a strategy on how to engage the community. When the consultant returns on March 4th an update will be given to both the Commission and the Council on the community engagement plan for the second phase.

Other Business

Vice Chairperson Nwasike confirmed that the future work session agenda topics would be presented before the entire Commission to weigh in and Chairperson Fryday answered yes.

A motion was made by Commissioner Spencer and seconded by Vice Chairperson Nwasike to approve the work session agenda. The vote was unanimous to approve the agenda.

Meeting Schedules

Commissioner Spencer asked Director Jaiyeoba will the TOD be presented to the Transportation and Planning Committee on March 18th and Director Jaiyeoba answered yes.

Ms. Cheryl Neely added a reminder that the calendar included in the packet is for the approval of committee meetings and the Teamup link includes all of the other meetings.

A motion was made by Commissioner Spencer and seconded by Vice Chairperson Nwasike to approve the February calendar. The vote was unanimous to approve the calendar.

Adjournment

The meeting adjourned at 4:46 pm.

City of Charlotte

*Charlotte-Mecklenburg Government Center
600 East 4th Street
Charlotte, NC 28202*



Zoning Agenda **RESULTS**

Tuesday, February 5, 2019

Charlotte-Mecklenburg Government Center Room 280

Zoning Committee Work Session

*John Fryday - Chairperson
Elizabeth McMillan - Vice-Chairperson
Phillip Gussman
John Ham
Bolyn McClung
Keba Samuel
Cozzie Watkins*

Zoning Committee Work Session

Call to Order: 5:32pm

Adjourned: 6:30pm

Zoning Committee Members

<i>John Fryday ✓</i>	<i>Elizabeth McMillan ✓</i>	<i>John Ham ✓</i>	<i>Bolyn McClung ✓</i>
<i>Keba Samuel ✓</i>	<i>Cozzie Watkins ✓</i>	<i>Phillip Gussman ✓</i>	

Deferrals

1. Rezoning Petition: 2018-123 by Topgolf International, Inc.
Zoning Committee Deferred Recommendation to their March 5, 2019 meeting

Location: Approximately 14.20 acres located along McFarlane Boulevard, and south of University City Boulevard. (Council District 4 - Phipps)

Current Zoning: MUDD-O (mixed use development, optional)

Proposed Zoning: MUDD-O SPA (mixed use development, optional, site plan amendment)

Motion: Watkins

2nd: Gussman

Vote: 6:0

Absent: McMillan

Zoning Items

2. Rezoning Petition: 2017-206 by BWN Investments, LLC
Zoning Committee recommends denial of this petition

Location: Approximately 3.35 acres located on the east side of East W.T. Harris Boulevard, at the intersection of Lawyers Road, north of Albemarle Road. (Council District 5 - Newton)

Current Zoning: R-17MF (multi-family residential)

Proposed Zoning: B-2(CD) (general business, conditional)

Motion: McClung

2nd: Watkins

Vote: 7:0

3. Rezoning Petition: 2018-011 by Harrison Tucker & John Perovich
Recommended for Approval

Location: Approximately 0.17 acres located at the northeast corner of East 17th Street and North McDowell Street. (Council District 1 - Egleston)

Current Zoning: R-5 (single family residential)

Proposed Zoning: UR-2(CD) (urban residential, conditional)

Motion: Ham

2nd: Gussman

Vote: 7:0

4. Rezoning Petition: 2018-051 by SXCW Properties, LLC
Recommended for Approval

Location: Approximately 3.72 acres located at the southwest corner of Mallard Creek Road and Carolina Lily Lane. (Outside City Limits)

Current Zoning: CC (commercial center)

Proposed Zoning: B-2(CD) (general business, conditional)

Motion: McClung

2nd: Samuel

Vote: 7:0

5. Rezoning Petition: 2018-053 by Boulevard Real Estate Advisors, LLC
Recommended for Approval

Location: Approximately 3.17 acres located on the west side of South Tryon Street, north of Yorkshire Drive, and south of Clanton Road. (Council District 3 - Mayfield)

Current Zoning: R-5 (single family residential), B-1 (neighborhood business), I-1 (light industrial), I-2 (general industrial)

Proposed Zoning: TOD-M(CD) (transit oriented development-mixed use, conditional)

Motion: McClung **2nd:** Gussman **Vote:** 7:0

6. Rezoning Petition: 2018-102 by Audies Moore
Recommended for Approval

Location: Approximately 0.53 acres located on Odum Avenue, southeast of the intersection of Rozzelles Ferry Road and Honeywood Avenue. (Council District 2 – Harlow)

Current Zoning: B-2 (general business)

Proposed Zoning: I-2 (general industrial)

Motion: Gussman **2nd:** Ham **Vote:** 7:0

7. Rezoning Petition: 2018-115 by JDSI, LLC
Recommended for Approval

Location: Approximately 20.08 acres located on the east side of Beatties Ford Road, south of Miranda Road, north of Lakeview Road. (Outside City Limits)

Current Zoning: R-3 (single family residential)

Proposed Zoning: R-4 (single family residential)

Motion: Watkins **2nd:** McClung **Vote:** 7:0

8. Rezoning Petition: 2018-129 by Thomas Concrete of Carolina, Inc.
Recommended for Approval

Location: Approximately 7.0 acres located on the north side of Old Dowd Road, west of I-485. (Outside City Limits)

Current Zoning: I-1 LLWCA (light industrial, Lower Lake Wylie – critical area)

Proposed Zoning: I-2(CD) LLWCA (general industrial, conditional, Lower Lake Wylie – critical area)

Motion: Gussman **2nd:** McClung **Vote:** 7:0

9. Rezoning Petition: 2018-130 by 2301 Distribution, LLC
Recommended for Approval

Location: Approximately 0.97 acres located at the intersection of Dunavant Street and Distribution Street, east of South Tryon Street. (Council District 3 - Mayfield)

Current Zoning: I-2 (general industrial)

Proposed Zoning: TOD-M(O) (transit oriented development – mixed use, optional)

Motion: Gussman **2nd:** McClung **Vote:** 7:0

10. Rezoning Petition: 2018-131 by HCBV, LLC
Recommended for Approval

Location: Approximately 1.47 acres located on the north side of South Mint Street, east of Summit Avenue. (Council District 3 - Mayfield)

Current Zoning: I-2 (general industrial)

Proposed Zoning: TOD-M (transit oriented development – mixed use)

Motion: McClung

2nd: Gussman

Vote: 7:0

11. Rezoning Petition: 2018-136 by Asana Partners LP
Recommended for Approval

Location: Approximately 1.10 acres located south of the Norfolk Southern Railway between 35th Street and 36th Street. (Council District 1 - Egleston)

Current Zoning: TOD-M(O) (transit oriented development – mixed use, optional)

Proposed Zoning: TOD-M(O) SPA (transit oriented development – mixed use, optional, site plan amendment)

Motion: Gussman

2nd: Watkins

Vote: 7:0

Charlotte-Mecklenburg Planning Commission

Planning Committee Meeting Minutes

January 8, 2019 | 5 p.m.

CMGC – 2nd Floor, Room 280

APPROVED

February 19, 2019

Attendance

Planning Committee Members Present: Chairperson Victoria Nwasike, Vice-Chairperson Sam Spencer and Commissioners Rajahm Sellers, Michael Sullivan, Douglas Welton, and Nancy Wiggins

Planning Committee Absent: Dionne Nelson

Other Planning Commissioners Present: Commissioner Bolyn McClung

Planning Staff Present: Kathy Cornett, Alyson Craig, Zenia Duhaney, Nan Peterson, Alberto Gonzalez, Alan Goodwin, Laura Harmon, Monica Holmes, Taiwo Jaiyeoba (Planning Director), Garet Johnson, Charlotte Lamb, Melony McCullough, Sandy Montgomery, Candice Rorie, and Mandy Rosen

Welcome and Introductions

Chairperson Nwasike called the meeting to order at 5:12 p.m., welcomed those present and asked everyone to introduce themselves. This was a special meeting of the Planning Committee to receive an update on the Transit-Oriented Development Ordinance and review the TOD Filing Draft. The Chairperson noted that the meeting was opened to all Commissioners at the full Planning Commission meeting. She confirmed that the Committee will meet on January 15 and that there are six mandatory referrals on the agenda. At that meeting, the Committee may also discuss the Transit-Oriented Development Ordinance (TOD); depending on the outcome of this meeting.

TOD Update

Monica Holmes (Planning) reviewed the filing draft of the ordinance and the Committee discussed it at length. She said that staff is still working on the bonus structure and explained the changes being considered. She requested that any additional comments from Committee members be submitted by January 24. Please click [here](#) to view the presentation. Next, Ms. Holmes reviewed the adoption timeline. She stated that the Committee should attend the February 25 Council Meeting.

Adjournment

The meeting adjourned at 7:05 pm.

Charlotte-Mecklenburg Planning Commission
Planning Committee Meeting Minutes

APPROVED
February 19, 2019

January 15, 2019 – 5:00 p.m.
CMGC – 2nd Floor, Room 280

Attendance

Planning Committee Members Present: Chairperson Victoria Nwasike, Vice-Chairperson Sam Spencer and Commissioners Dionne Nelson, Rajahm Sellers, Michael Sullivan, Douglas Welton, and Nancy Wiggins

Other Planning Commissioners Present: Commissioner Bolyn McClung

Planning Staff Present: Kathy Cornett, Zenia Duhaney, Alberto Gonzalez, Laura Harmon, Monica Holmes, Taiwo Jaiyeoba (Planning Director), Garet Johnson, Charlotte Lamb, Melony McCullough, and Candice Rorie

Other Staff Present: Amanda Byrum, Charlotte Engineering & Property Management and Katie Daughtry and Jennifer Morell, Mecklenburg County Asset & Facility Management

Welcome and Introductions

Chairperson Nwasike called the meeting to order at 5:07 p.m., welcomed those present and asked everyone to introduce themselves.

Approval of Minutes

A motion was made by Commissioner Wiggins and seconded by Commissioner Sellers to approve the November 20, 2018 minutes. The minutes were unanimously approved with the correction noted below.

Commissioner Welton requested a correction to the November 2018 minutes for M.R. #18-21 from: *“Commissioner Welton stated that he is president of Madison Park Homeowner’s Association and that the HOA **owns** several parcels that are included in M.R. #18-21”* to *“Commissioner Welton stated that he is president of Madison Park Homeowner’s Association and that the HOA **boundaries include** several parcels that are contained within M.R. #18-21”*.

Mandatory Referrals

M.R. #18-24 | Charlotte’s Engineering & Property Management Department (E&PM) proposal to Accept the Donation of Property in NODA for the Cross-Charlotte Trail

The City of Charlotte’s Engineering and Property Management Department proposes to accept the donation of approximately 6.1 acres of vacant property located off Chick Godley Road and Matheson Avenue (portion of Tax Parcels 083-021-01 and 083-031-15) for the Cross-Charlotte Trail and Tree Canopy Preservation Program.

M.R. #18-25 | Mecklenburg County Proposes to Acquire Land in the Town of Pineville for Expansion of Sugar Creek Greenway

Mecklenburg County proposes to acquire approximately 6 acres of vacant land located slightly south of Highway 51 and north of Jack D. Hughes Park, between Main Street and McCullough Branch (Tax Parcel 221-021-14 p/o) for expansion of the greenway along Sugar Creek.

M.R. #18-26 | Mecklenburg County Proposes to Acquire Land in the Town of Huntersville for Expansion of Auten Nature Preserve

Mecklenburg County proposes to acquire approximately 1.5 acres of vacant land surrounded by the existing Auten Nature Preserve and within close proximity to McDowell Creek Greenway (Tax Parcels 013-024-12 & 36-39) for expansion of the Preserve.

M.R. #18-28 | Mecklenburg County Proposes to Acquire Land Adjacent to Harry L. Jones, Sr. Golf Course for Expansion of Sugar Creek Greenway

Mecklenburg County proposes to acquire vacant land located along both sides of South Tryon Street east of Shopton Road and adjacent to Harry L. Jones, Sr. Golf Course (Tax Parcels 143-221-05 & 167- 081-10) for expansion of Sugar Creek Greenway.

M.R. #18-29 | Mecklenburg County Proposes to Acquire Land for the Expansion of Yorkmont Park

Mecklenburg County proposes to acquire vacant land located on the northerly side of Tyvola Road at Vickers Lane, adjacent to Yorkmont Park (Tax Parcel 167-051-31) for expansion of the Park.

Chairperson Nwasike stated that M.R. #18-24 will be deferred. She asked if the Committee would like to discuss any of the other mandatory referrals. M.R. #18-27 was pulled for discussion.

A motion was made by Commissioner Welton and seconded by Commissioner Wiggins to state that the Planning Committee reviewed M.R. #18-25, M.R. #18-26, M.R. #18-28, and M.R. #18-29 on January 15, 2019 and has no additional comments for the submitting agency. The motion was unanimously approved.

M.R. #18-27 | Mecklenburg County Proposes to Dispose of the Historic Dowd House and Old Fire Station #10

Mecklenburg County proposes to dispose of the Historic Dowd House bounded by Remount Road, Greenland Avenue and Monument Street (Tax Parcel 067-061-02) and Old Fire Station #10 located on the northwest corner of Wilkinson Boulevard and Highland Street (Tax Parcels 067-061-05 & 06 p/o) for redevelopment and purchase in the private market.

Commissioners asked questions about the parcel's disposition, structures on the parcels, the future of nearby vacant parcels, and the parcel's historic designation.

Chairperson Nelson stated that parcel numbers referenced in the parenthesis on the report are misrepresented. Chairperson Nwasike asked for a correction to the parcel numbers. Melony McCullough (Planning) stated that staff will make the necessary corrections to the parcel numbers and map.

In response to Chairperson Nelson's questions, Alberto Gonzalez (Planning) and Katie Daughtry (Asset & Facility Management) confirmed that 067-061-05 (not 06) is the correct parcel number for the Historic Dowd House. Mr. Gonzalez also verified that the Dowd House and Fire Station are to be sold. The vacant parcels will remain as open space. Ms. Daughtry indicated the two vacant parcels along Greenland Avenue will remain under the county's control.

Commissioner Wiggins suggested using the vacant properties as open space. Ms. Daughtry indicated that the two vacant properties will remain as open space. Commissioner Wiggins asked if these parcels could serve as potential "pocket parks". Ms. Daughtry replied, yes, the potential is there for that type of use. Also, Commissioner Wiggins asked about merging vacant properties to make it easier for the community to use. Ms. Daughtry stated that the county tries to avoid combining parcels because of problems that arise when researching the history of a parcel.

Vice-Chairperson Spencer asked if a covenant exists to prevent demolition of the historic structure or if someone could apply for a Certificate of Demolition once the sale is complete. Ms. Daughtry responded that she was unsure. However, she stated that the historic designation restrictions would still apply. Vice-Chairperson Spencer shared his concern about maintaining a piece of Charlotte's history, especially, if nothing is in place to prevent someone from applying for a certificate of demolition. He expressed his unreadiness to vote for this mandatory referral due to this concern.

Commissioner Sullivan asked if the Charlotte-Mecklenburg Historic Landmarks Commission (HLC) owns the property and if there is a designation. Ms. Daughtry explained that a historic designation exists. The parcels are owned by the property owners and managed by the HLC.

Commissioners asked additional questions around the historic designation of the affected parcels. Ms. Daughtry emphasized the HLC's involvement with the sale of the property. Committee members expressed their high regard for any recommendation given by the HLC.

Chairperson Nelson said as a follow up to Vice-Chairperson Spencer's comments, she suggests adding a comment regarding the deed restriction. This could allow the transaction to move forward subject to any recommendation by the HLC. She further explained that the neighborhood is changing rapidly. She suggested that some effort should exist between the county and the city's real estate departments to protect the residual parcel. She questioned if the county could do something to protect properties when an area is changing and subject to gentrification.

Jacqueline McNeil (Asset & Facility Management) answered several questions about the parcels. Vice-Chairperson Spencer voiced his concern about the historic district status and the deed restrictions. He questioned how ownership would transfer from Mecklenburg county to the buyer. Ms. McNeil confirmed the historic designation and restrictions on the Dowd House. She said that the fire station has no historic designation. However, restrictions could be placed on that property as well. She noted that current discussions are underway around the designation of the fire station. Vice-Chairperson Spencer asked if there are any restrictions on the Dowd house that go beyond its historic status. Ms. McNeil advised that the designation is attached to the land and would be there regardless.

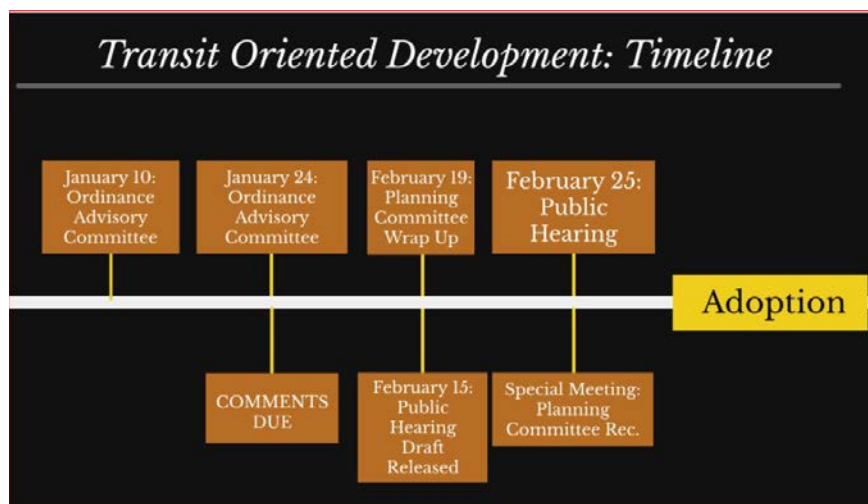
The Chairperson restated her comment about gentrification and asked if the Real Estate Department uses parcels for affordable housing. Ms. McNeil answered, yes of course, but the discussions with the community are for the property to remain designated for parkland use. The goal is not to diminish the amount of parkland owned. She added that her group always evaluates whether the property is being used for an intended purpose and is viable for its intended use. Ms. McNeil emphasized that currently, the HLC is working on keeping the Dowd house designated as a historic property.

A motion was made by Vice-chairperson Spencer and seconded by Commissioner Wiggins to state that the Planning Committee reviewed M.R. #18-27 on January 15, 2019 and makes the following comments to the Mecklenburg County Board of Commissioners: residual parcels should be investigated for an affordable housing use and consideration should be given to deed restrictions that go above and beyond the one-year guarantee against demolition of the historic district designation. The motion was unanimously approved.

Transit Oriented Development (TOD) Update

The Chairperson informed the Committee that Planning staff would provide an overview of the TOD Height Bonus and Affordable Housing amendments.

Laura Harmon and Monica Holmes (Planning Staff) provided a brief update on the TOD Height Bonus and Affordable Housing amendments. Ms. Holmes discussed the new menu for the bonus structure options and the reasons behind it. Vice-chairperson Spencer voiced concern about removing sustainability bonuses from TOD. He would prefer a sustainability bonus menu option in the final draft. After a period of discussion and questions about applicable changes, Ms. Holmes stated that a public meeting is scheduled for Tuesday, February 5, 2019 at the Belmont Community Center. She also reviewed the timeline below.



Adjournment

The meeting adjourned at 7:05 pm.



CHARLOTTE HISTORIC DISTRICT COMMISSION AGENDA

FEBRUARY 13, 2019

ROOM 267, 2ND FLOOR

HDC WORKSHOP 12:00 PM**STAFF UPDATES****ATTORNEY PRESENTATION****HDC MEETING: 1:00 – 7:00**

- CALL TO ORDER
- APPROVAL DECEMBER + JANUARY MINUTES
- APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS

NOT HEARD IN JANUARY**WINDOW CHANGES**

1. 554 W. KINGSTON AVENUE **APPROVED**
CASE No. HDC [2018-457](#)
WILMORE
NICHOLAS MEEGAN, APPLICANT

2. 1721 WILMORE DRIVE **DENY**
CASE No. HDC [2018-485](#)
WILMORE
JACQUELINE SAWYER, APPLICANT

FENCE

3. 1319 THOMAS + 1315 THOMAS AVENUE **APPROVED**
CASE No. HDC [2018-677](#)
PLAZA MIDWOOD
DIANE HOPPER, APPLICANT

ALTERNATIVE MATERIALS

4. 1944 WOODCREST AVENUE **DENIED**
CASE No. HDC [2018-492](#)
WILMORE
JULIAN SHACKELFORD, APPLICANT

DEMOLITION

5. 729 MOUNT VERNON AV **APPROVED**
CASE No. HDC [2019-009](#)
DILWORTH **365 DAY STAY**
MARTHA HARBISON/RON COX, APPLICANTS

CONTINUED FROM JANUARY

6. 1545 THOMAS AVENUE (NEW CONSTRUCTION) **APPROVED**
CASE No. HDC [2019-005](#)
PLAZA MIDWOOD
BRYAN ALENKY/ANGIE LAUER, APPLICANT
7. 601 BERKELEY AVENUE (NEW CONSTRUCTION) **APPROVED**
CASE No. HDC [2019-003](#)
DILWORTH
JOHN FRYDAY, APPLICANT
8. 1768 MERRIMAN AVENUE (GARAGE + SITE PLAN)
CASE No. HDC [2019-004](#)
WILMORE
JIM WOOD, APPLICANT **APPROVED**

NEW CASES - ADDITIONS

9. 415 WALNUT AVENUE **APPROVED**
HDC-[2018-702](#)
Wesley Heights
Ray Sheedy, Applicant

10. 1318 DILWORTH ROAD **APPROVED**
HDC [2019-019](#)
DILWORTH
TIM STOMMEL, APPLICANT

11. 1418 HAMORTON PLACE **DENIED**
HDC [2019-040](#)
PLAZA MIDWOOD
BENJAMIN LIPPINCOTT, APPLICANT

12. 609 GRANDIN ROAD **DENIED**
HDC [2019-017](#)
WESLEY HEIGHTS
GLEN STANCIK, APPLICANT

ACCESSORY STRUCTURE

13. 1914 THOMAS AVENUE **APPROVED**
HDC [2019-037](#)
PLAZA MIDWOOD
ZACK ALSENTZER, APPLICANT

14. 2001 THOMAS AV **APPROVED**
HDC [2019-038](#)
PLAZA MIDWOOD
CHRIS BARTH, APPLICANT

PAINTED MASONRY

15. 417 GRANDIN ROAD **APPROVED**
HDC [2019-036](#)
WESLEY HEIGHTS
CAROLYN KELLOGG, APPLICANT

16. 2114 DILWORTH RD E **APPROVED**
HDC [2019-022](#) **PAINTING OF NEW**
DILWORTH **MASONRY**
AMANDA GRAY, APPLICANT **FRONT DOOR**
DENIED

DEMOLITION

17. 612 S. SUMMIT AVENUE
HDC [2019-039](#) **APPROVED**
WESLEY HEIGHTS **365 DAY STAY**
JOHNATAN ROMERO, APPLICANT

ADDITION

18. 508 EAST BOULEVARD **CONTINUED**
HDC [2019-041](#)
DILWORTH
JESSICA HINDMAN, APPLICANT



Charlotte Regional Transportation Planning Organization

Meeting Agenda Packet

February 13, 2019

6:00 pm

Charlotte-Mecklenburg
Government Center
Room **280** (Second Floor)
600 East Fourth Street Charlotte,
NC 28202

CRTPO Staff Contact:
Neil Burke, AICP PTP
(704) 336-2205
nburke@charlottenc.gov

February 13, 2019 Agenda Items

- ❖ Consent Agenda: 2019 Safety Targets, Transportation Improvement Program (TIP) Amendments
- ❖ CRTPO Discretionary Policy Document
- ❖ Draft FY 2020 Unified Planning Work Program (UPWP)
- ❖ Draft 2020-2029 North Carolina State Transportation Improvement Program (STIP)
- ❖ CATS Rapid Transit System Updates

CRTPO BOARD MEMBERS

Michael Johnson, Chair
Council Member, City of Statesville

Paul Bailey, Vice-Chair
Mayor, Town of Matthews

City of Charlotte
Town of Cornelius
Town of Davidson
Town of Fairview
Town of Huntersville
Town of Indian Trail
Iredell County
Town of Marshville
Town of Marvin

Town of Matthews
Mecklenburg County
Metropolitan Transit Commission
Town of Mineral Springs
Town of Mint Hill
City of Monroe
Town of Mooresville
NCDOT
Town of Pineville

Town of Stallings
City of Statesville
Town of Troutman
Union County
Town of Waxhaw
Town of Weddington
Village of Wesley Chapel
Town of Wingate

Title VI Policy

It is the policy of the Charlotte Regional Transportation Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.



600 East Fourth Street
Charlotte, NC 28202
704-336-2205
www.crtpo.org

TO: CRTPO Delegates & Alternates
FROM: Neil Burke, AICP PTP
CRTPO Secretary
DATE: February 7, 2019

**SUBJECT: February 2019 Meeting
Charlotte Regional Transportation Planning Organization
Wednesday, February 13, 6:00 PM**

The February 2019 meeting of the Charlotte Regional Transportation Planning Organization (CRTPO) is scheduled for **Wednesday, February 13, 2019.**

The meeting will begin at 6:00 PM and will be held in **Room 280** of the Charlotte-Mecklenburg Government Center, 600 E. Fourth St., Charlotte.

Accessing the Charlotte-Mecklenburg Government Center

The Charlotte-Mecklenburg Government Center is located at 600 E. Fourth St. (corner of Fourth and Davidson streets) in uptown Charlotte. Parking is available in the Government Center parking deck located on Davidson St. between Third and Fourth streets; on-street parking is also available.

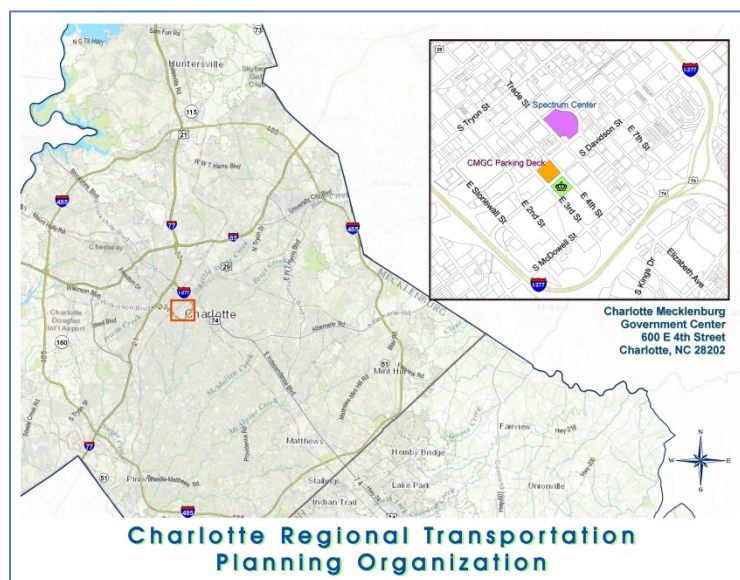
There are two ways to enter the Government Center. Enter via the large staircase on the Davidson St. side or through the plaza entrance facing E. Fourth St. (This is a handicapped accessible entrance.) Once inside the building, security staff will assist you to Room 267.

Non-Discrimination Policy

It is the policy of the Charlotte Regional Transportation Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.

The Charlotte Regional Transportation Planning Organization coordinates transportation planning initiatives in Iredell and Mecklenburg Counties and the urbanized portion of Union County. The Metropolitan Planning Organization (MPO) board of the CRTPO reviews and votes on consensus-based technical recommendations provided by the Technical Coordinating Committee (TCC).

Unless otherwise noted, CRTPO TCC and MPO meetings are held in Room 267 on the second floor of the Charlotte-Mecklenburg Government Center (CMGC), located at 600 East Fourth Street in Uptown Charlotte.



Parking is available in the CMGC parking deck on Davidson Street between Third and Fourth Streets. Parking tickets from the CMGC Deck can be validated by CRTPO staff if they are brought to the meeting.

There are two ways to enter the CMGC. Enter via the large staircase on the Davidson Street side or through the plaza entrance facing E. Fourth St. (This is a handicapped accessible entrance.) Once inside the building, security staff will assist you to Room 267. Security measures have been improved recently, so please allow more time for entering the building.

In compliance with the Americans with Disabilities Act (ADA), accommodations will be provided for persons who require assistance in order to participate in Charlotte Regional Transportation Planning Organization meetings. If assistance is needed or to request this document in an alternative format, please contact CRTPO at (704) 336-2205 or (704) 336-5123 (fax).

Commonly Used Acronyms

BOT	Board of Transportation
CATS	Charlotte Area Transit System
CDOT	Charlotte Department of Transportation
CMAQ	Congestion Mitigation & Air Quality
CMGC	Charlotte-Mecklenburg Government Center
CMP	Congestion Management Process
CRAFT	Charlotte Regional Alliance for Transportation
CRTPO	Charlotte Regional Transportation Planning Organization
CTP	Comprehensive Transportation Plan
DAQ	Division of Air Quality
EJ	Environmental Justice
EPA	Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration Gaston, Cleveland, Lincoln
GCLMPO	Metropolitan Planning Organization
GIS	Geographic Information System
ICATS	Iredell County Area Transportation System
INFRA	Infrastructure for Rebuilding America (federal grant program)
ITS	Intelligent Transportation Systems
LAP	Locally Administered Projects
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NAAQS	National Ambient Air Quality Standards
NCAMPO	North Carolina Association of Metropolitan Planning
NCDOT	Organizations North Carolina Department of Transportation
NCDOT-PTD	North Carolina Department of Transportation – Public Transportation Division
NCDOT-TPB	North Carolina Department of Transportation – Transportation Planning Branch
NCTA	North Carolina Turnpike Authority
P5.0	Prioritization 5.0
PIP	Public Involvement Plan
PL	Planning Funds
POC	Project Oversight Committee
SIP	State Implementation Plan (for air quality)
SPOT	Strategic Planning Office of Transportation
STBG-DA	Surface Transportation Block Grant Program-Direct Attributable
STIP	North Carolina State Transportation Improvement Program
TAP	Transportation Alternatives Program
TCC	Technical Coordinating Committee
TDM	Transportation Demand Management
TIP	Transportation Improvement Program
TMA	Transportation Management Area
UPWP	Unified Planning Work Program
UZA	Urbanized Area

[Click here](#) to view the 2018 Delegates Handbook to view the Glossary of Terms & Acronyms.

Charlotte Regional Transportation Planning Organization

February 13, 2019

Room 280, Charlotte-Mecklenburg Government Center

6:00 PM Meeting Agenda

Room 280

1. **Call to Order** Michael Johnson
2. **Adoption of the Agenda** Michael Johnson
3. **Public Comment Period** Michael Johnson
CRTPO bylaws limit speakers to three minutes each and the comment period to 20 minutes.
4. **Ethics Awareness & Conflict of Interest Reminder** Michael Johnson
5. **Consent Agenda** Michael Johnson
All items below are considered to be routine by the CRTPO Board or have been the subject of detailed presentations at previous meetings. There will be no separate discussion on these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda.
 - a. January 2019 minutes
 - b. 2019 performance-based safety targets
 - c. 2018-2027 TIP Amendments:
 1. Approve amendment to remove the interim station phase (BC) from the Charlotte Gateway Station project (P-5705) within the TIP. An interim station is no longer being pursued for the project, as CATS is pursuing construction of a permanent station as part of the ultimate project.
 2. Approve TIP amendment to account for Federal Transit Administration (FTA) Transit Oriented Development planning grant along the proposed Lynx Silver Line light rail.
 3. Approve TIP amendment to purchase 12 replacement buses for CATS with FTA section 5339 funds CATS received through a competitive grant award and matched with local capital funds.
 4. Approve TIP amendment to de-obligate \$246,000 in STBG-DA funds programmed to the NC 115 sidewalk and bicycle lane modernization project in Cornelius (EB-5776).
- ATTACHMENT: Draft January 2019 minutes; 2019 performance-based safety targets; 2018-2027 TIP amendment memorandum*
6. **CRTPO Draft Discretionary Policy** Erin Kinne
ACTION REQUESTED: Adopt the discretionary policy and annual discretionary program schedule.

BACKGROUND:

- *See attached memorandum.*

ATTACHMENT: Memorandum; A draft version of the discretionary policy document can be viewed [here](#).

7. Draft 2020 Unified Planning Work Program

Robert Cook

ACTION REQUESTED: FYI

BACKGROUND:

- *The UPWP is an annual listing of projects, priorities and work tasks and is essentially the CRTPO's annual budget.*
- *It reflects short-range planning needs and describes what is planned for the fiscal year.*
- *Information provided in the UPWP includes the agencies responsible for specific tasks, project costs and funding sources.*

ATTACHMENT: Memorandum

8. Draft 2020-2029 STIP

David Wasserman, NCDOT

ACTION REQUESTED: FYI

BACKGROUND:

- *The draft 2020-2029 STIP was released by NCDOT on January 9, 2019.*
- *NCDOT Staff will provide an overview of the programming and adoption process for the 2020-2029 STIP.*

ATTACHMENTS: Link to [2020-2029 draft TIP highway project list](#); [2020-2029 TIP non-highway project list](#); [List of legacy project schedule changes](#)

9. CATS Rapid Transit System Updates

Jason Lawrence

ACTION REQUESTED: FYI

BACKGROUND:

- *Since July 2017, the CATS project team has engaged the public and stakeholders on rapid transit options for the North & West Corridors and system integration options through an effort called the LYNX System Update.*
- *At the January 23, 2019 MTC meeting, CATS presented staff recommendations for the West Corridor and System Integration and a path forward for the North Corridor options.*
- *Based on public input received, there are a number of recommendations to expand and improve transit service throughout CATS service area.*
- *Future action will be required by the CRTPO to amend its Comprehensive Transportation Plan to account for new transit alignments and updated elements of the existing corridors.*

10. Upcoming Agenda Items

Neil Burke

ACTION REQUESTED: FYI

BACKGROUND:

- *A schedule of upcoming action items will be provided.*

11. Adjourn

Charlotte Regional Transportation Planning Organization

Consent Items Summary

Agenda Item 5

Subjects: January 2019 Minutes, 2019 Performance-based Safety Targets, 2018-2027 TIP Amendments

- **Purpose / Scope:** *All items below are considered to be routine by the CRTPO Board or have been the subject of detailed presentations at previous meetings. There will be no separate discussion on these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda.*
- **January 2019 Minutes**
 - **Attachment:** *Draft January 2019 Minutes*
- **2019 Performance-based Safety Targets**
 - **Review:** *This item was presented for information to the CRTPO Board at the January 2019 meeting. It was discussed at the January TCC meeting and recommended for approval as part of the Consent Agenda at the February TCC meeting.*
 - **Attachment:** *2019 Performance-based Safety Targets*
- **2019-2027 TIP Amendments**
 - *Approve amendment to remove Interim Building for the Charlotte Gateway Station project (P-5705BC) from the TIP. An interim station is no longer being pursued for the project, as CATS is pursuing construction of a permanent station as part of the ultimate project.*
 - *Approve TIP amendment to account for Federal Transit Administration (FTA) Transit Oriented Development planning grant along the proposed Lynx Silver Line light rail.*
 - *Approve TIP amendment to purchase 12 replacement buses for CATS with FTA section 5339 funds CATS received through a competitive grant award and matched with local capital funds.*
 - *Approve TIP amendment to de-obligate \$246,000 in STBG-DA funds programmed to the NC 115 sidewalk and bicycle lane modernization project in Cornelius (EB-5776).*
 - **Review:** *These items were recommended for approval as part of the Consent Agenda at the February TCC meeting.*
 - **Attachment:** *2018-2027 TIP Amendment Memorandum*

CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION
Charlotte-Mecklenburg Government Center, Room 267
January 16, 2019 Meeting
Summary Minutes

Members Attending:

Greg Phipps (Charlotte), Michael Miltich (Cornelius), Jane Campbell (Davidson), Mark Gibbons (Huntersville), Jerry Morse (Indian Trail), Jeff McNeely (Iredell County), Norma Carpenter (Marshville), Paul Bailey (Matthews), George Dunlap (Mecklenburg County), Frederick Becker (Mineral Springs), Lynda Paxton (Stallings), Michael Johnson (Statesville), Richard Helms (Union County), Steve Maher (Waxhaw), Elizabeth Callis (Weddington), Brad Horvath (Wesley Chapel), Sam Bowles (NCBOT-Division 10)

Non-Voting Members Attending:

Victoria Nwasike (Charlotte-Mecklenburg Planning Commission), Chuck Travis (NC Turnpike Authority)

1. Call to Order

Chairman Michael Johnson called the January 2019 CRTPO meeting to order at 6:00 p.m. Board members were asked to introduce themselves.

Robert Cook introduced Judy Dellert-O'Keef as the new public engagement and consultation planner for the CRTPO. Ms. Dellert-O'Keef started her new position on Monday. Mr. Cook also explained that Candice Rorie has taken a new position within the Charlotte Planning, Design, and Development Department as Strategic Initiatives Manager. Her previous position as Transportation Planning Engineer is open for applicants.

2. Election of Officers

Chairman Johnson directed Neil Burke to conduct the elections for the 2019 CRTPO Chairman and Vice-Chairman.

Mr. Burke opened the floor for nominations for 2019 CRTPO board vice-chairman. Lynda Paxton nominated Paul Bailey. The nomination was seconded by Steve Maher. No additional nominations were put forth. Upon being put to a vote, Mayor Bailey was elected vice-chairman for 2019.

Mr. Burke opened the floor for nominations for 2019 CRTPO board chair. Mayor Mahar nominated Chairman Johnson for 2019 CRTPO board chair. Additional nominations were requested, however, no additional nominations were put forth. The nomination was seconded by Mayor Horvath. The motion was approved unanimously. Upon being put to a vote, Chairman Johnson was unanimously elected chairman for 2019.

3. Adoption of the Agenda

Summary:

Chairman Johnson asked if any changes to the agenda were necessary. No changes were identified.

Motion:

Mark Gibbons made a motion to adopt the agenda as presented. Jane Campbell seconded the motion. Upon being put to a vote, the motion to adopt the agenda as presented was approved unanimously.

4. Public Comment Period

Louis Terrell of Charlotte expressed his concern regarding the L.E.D. freeway lighting upgrade project. Mr. Terrell stated that he is a driver for the Greyhound Bus company and he believed that the lack of functioning lights along the Charlotte-area freeway system is a safety issue. NCDOT staff has spoken with Mr. Terrell regarding his concerns.

5. Ethics Awareness & Conflict of Interest Reminder

Mr. Burke read the ethics awareness and conflict of interest reminder. No conflicts were identified.

6. Consent Agenda

Summary:

Chairman Johnson requested action on the sole consent agenda item: November 2018 meeting minutes.

Motion:

Michael Miltich made a motion to approve the consent agenda item. Mayor Becker seconded the motion. Upon being put to a vote, the consent agenda item was unanimously approved.

7. CTP Alignment Amendment: Prosperity Ridge Road Extension

Presenter:

Andy Grzymski, Charlotte Dept. of Transportation

Summary:

Mr. Grzymski stated that the Board approved the opening of a comment period to receive public input on a proposed amendment to the Comprehensive Transportation Plan (CTP) to modify the alignment of the proposed Prosperity Ridge Road extension during the November 2018 meeting. The alignment is proposed to be changed in response to a rezoning request. Mr. Grzymski stated that over 130 postcards were mailed to residents within the affected area and no responses were received. The TCC unanimously recommended that the Board approve the request to amend the alignment within the CTP.

Motion:

Dr. Miltich made a motion to approve the opening of a comment period. Vice-chairman Bailey seconded the motion. Upon being put to a vote, the motion was unanimously approved.

8. CRTPO Draft Discretionary Policy

Presenter:

Erin Kinne

Summary:

Ms. Kinne provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to provide an update to the Board regarding the CRTPO's draft discretionary policy. Ms. Kinne stated that staff has worked throughout the past year to develop the draft policy and the document was well-received during a joint Board and TCC workshop held on December 18. Adoption of the CRTPO discretionary policy is requested at the February Board meeting.

Ms. Campbell explained that the Lake Norman Transportation Commission has expressed concern with the project contingency percentages and the affect that this provision may have on the smaller member jurisdictions. Ms. Kinne explained that this issue will be discussed during the January 24 Project Oversight Committee.

9. CRTPO Staffing Assessment

Presenter:

Rich Denbow, Cambridge Systematics

Summary:

Mr. Denbow provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. The purpose of this presentation is to review the findings of the CRTPO Staffing and Resources Study. The study's goal was to determine if the CRTPO is properly staffed and structured to meet and exceed requirements to ensure an effective transportation planning process. The study was undertaken in response to a recommendation of the 2017 Certification Review to evaluate staffing needs. Mr. Denbow reviewed the CRTPO's staffing levels in comparison with peer MPOs relative to the organizations ability to meet the

federal planning requirements. He concluded his presentation by stating that the assessment has determined that the CRTPO is adequately staffed to meet the federal planning requirements; however, additional staff would enable the organization to provide further technical assistance to its member jurisdictions.

Chuck Travis expressed the desire for the CRTPO to be engaged in regional transit planning throughout the region. Dr. Miltich stated that the CRTPO needs to be involved in the implementation of the regional freight plan. Mr. Gibbons inquired about the total number of additional staff recommended within this study. Mr. Denbow explained that a specific number of additional staff was not recommended as part of this effort, but the study provides recommendations for additional staff as it relates to desired areas of influence (i.e. a new position to support transit planning for CRTPO). Vice-Chairman Bailey stated that member jurisdictions should consider delegate continuity when appointing representatives to the Metrolina and CRTPO Board since there are several issues that overlap between the two bodies.

10. US 74 Express Lanes Project Update

Presenter:

Rodger Rochelle, NC Turnpike Authority

Summary:

Mr. Rochelle provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. The purpose of this presentation is to discuss a preliminary strategy for delivering the Express Lanes projects along the US 74 corridor between I-277 in Charlotte and the I-485 in Matthews. There are three State Transportation Improvement Program (STIP) projects along US-74: [1] convert busway to managed lanes, I-277 to Wallace Lane (U-5526A); [2] widen roadway for dual lane managed lane operation, I-277 to Albemarle Road (U-6103); and [3] upgrade roadway to expressway with managed lanes, Idlewild Road to I-485 (U-2509). Mr. Rochelle suggested the acceleration of U-6103 project and cancel the U-5526A project to minimize driver confusion and maximize project resources. A separate contract for the parallel network would also be accelerated to provide alternate route choices during the construction on US-74.

11. Metrolina Regional Travel Demand Model & Analysis

Presenter:

Anna Gallup, Charlotte Dept. of Transportation

Summary:

Ms. Gallup provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. An overview of the Metrolina Regional Travel Model (MRM) was provided and how it can be used by CRTPO member jurisdictions to conduct planning and other analyses. The MRM is housed within the Charlotte Dept. of Transportation, and provides travel demand forecast and analysis for the City of Charlotte, the CRTPO, and the three MPOs and RPO in the region through an interlocal agreement. The role of the MRM was described within the prioritization of roadway projects for the Metropolitan Transportation Plan (MTP) and identification of congested corridors in the Congestion Management Process (CMP). An overview of the Regional Integrated Information Systems (RITIS) software was provided in terms of its ability to measure corridor performance and evaluate the impact of an improvement project.

12. Draft 2020 Unified Planning Work Program

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to update the Board on the preparation of the FY 2020 UPWP. He stated that action was not being requested, but that consensus was being sought on draft funding allocations. An overview of the UPWP was provided. The UPWP is the CRTPO's budget. Funding levels were reviewed. Mr. Cook stated that he had very recently received a letter from NCDOT stating that, MPOs are no longer permitted to maintain unobligated balances, and any unused funding will be returned to NCDOT. The result is a substantial increase in funding from \$1,687,588 in FY 2019 to \$2,244,661 in FY 2020. Potential

allocations were reviewed. No concerns were identified by the Board. Funding allocations will be reviewed and adjusted (if necessary) in February and the final UPWP will be presented for adoption in March.

13. Review of Draft 2020-2029 State Transportation Improvement Program

Presenter:

Neil Burke

Summary:

Mr. Burke provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to review the recently-released (January 10) draft 2020-2029 STIP. The draft document includes 484 projects throughout the state that are valued at \$7.5 billion. 42 of the projects are in the CRTPO planning area and are valued at over \$920 million. Project shortfalls and diminished available revenues within the first several years of the TIP have led to 25 legacy CRTPO roadway projects that have been delayed at least one year within the draft 2020-2029 STIP. The adoption timeline was discussed. The NC Board of Transportation is expected to adopt the STIP in June 2019, and the state's MPOs must adopt their TIPs by August 2019. The new TIP will go into effect on October 1, 2019. Highlights of the draft TIP were reviewed by the three STI tiers: Statewide Mobility, Regional Impacts and Division Needs. The presentation concluded with identifying several issues that will need to be addressed: identification of amendments to the 2045 MTP, air quality conformity determination, financial plan; and, public involvement. When the board acts on the TIP in August, it will also need to make an air quality conformity determination.

14. Performance-Based Planning: 2019 Safety Targets

Presenter:

Robert Cook

Summary:

Mr. Cook stated that the presentation's purpose was to present information on 2019 safety targets as part of implementing performance-based planning requirements. No action was requested, but the Board will be asked to endorse updated targets in February. The Board was reminded that it first endorsed safety targets in November 2017. NCDOT released the proposed 2019 targets at the end of August, and based on rules established by the FHWA, the CRTPO has until February 27 to endorse the NCDOT targets or adopt its own targets. It was stated that the TCC reviewed the targets at its November meeting and had until November 21 to provide comments to staff. No comments were received. There were no objections raised to including the approval of the 2019 performance-based planning safety targets on the consent agenda for the February meeting.

15. Upcoming Agenda Items

Presenter:

Neil Burke

Summary:

An overview of the February agenda was provided. The consent agenda will likely include at least one TIP amendment as well as the approval of the 2019 performance-based safety targets. Action will be requested for the Board to adopt the discretionary policy and annual schedule. David Wasserman will conduct a presentation on NCDOT's role in developing the 2020-2029 STIP as an information report.

A joint meeting between the Gaston-Cleveland-Lincoln MPO and CRTPO Boards will be held on March 13. The location of the meeting will likely be in Gaston County.

Planning is progressing on a retreat for CRTPO delegates and alternates to be held in April. The purpose would be to help set a strategic direction for the organization. The reasons for making the recommendation included following up on the staffing assessment (which included a recommendation that the CRTPO prepare a strategic plan), the need to soon begin work in the 2050 MTP, and the lead planning agency organizational changes that resulted in the CRTPO being established as a division within the Planning Dept.

Registration for the 2019 NC Association of MPO's annual conference in Charlotte will open next week. The date of the conference is April 24-26 at the Charlotte Convention Center.

Chairman Johnson thanked Mayor Lyles, Tony Lathrop, Secretary Trogon and NCDOT staff for their work to develop an excellent program for the North Carolina Transportation Summit, held on January 9-10 in Raleigh.

16. Adjourn

The meeting adjourned at 8:25 p.m.

DRAFT



TO: CRTPO Delegates & Alternates
 FROM: Robert W. Cook, AICP
 DATE: February 8, 2019

SUBJECT: Performance-Based Planning: 2019 Safety Targets

ACTION REQUESTED: Support NCDOT's 2019 safety targets.

TCC RECOMMENDATION: The TCC unanimously recommended that the Board act to support NCDOT's 2019 safety targets.

BACKGROUND:

- NCDOT submitted updated safety performance measure targets to the FHWA on August 31, 2018. The CRTPO has until February 27, 2019 to establish its own targets or support the NCDOT targets.
- The Board first endorsed safety targets in 2017, and will be required to do so on an annual basis.
- The chart below lists the NCDOT 2019 safety targets alongside the 2018 targets endorsed by the Board in November 2017.
- The targets have been discussed at two TCC meetings. No concerns have been raised.
- Staff recommends that the Board endorse the NCDOT targets.

Measures	2018 Targets (endorsed by CRTPO Nov. 2017)	NCDOT 2019 Targets
Number of Fatalities	1. For the 2018 Highway Safety Improvement Program (HSIP), the goal is to reduce total fatalities by 5.10 percent each year from 1,340.6 (2012-2016 average) to 1,207.3 (2014-2018 average) by December 31, 2018.	1. For the 2019 Highway Safety Improvement Plan (HSIP), the goal is to reduce total fatalities by 5.59 percent each year from 1,362.8 (2013-2017 average) to 1,214.7 (2015-2019 average) by December 31, 2019.
Rate of Fatalities (per 100 million VMT)	2. For the 2018 HSIP, the goal is to reduce the fatality rate by 4.75 percent each year from 1.228 (2012-2016 average) to 1.114 (2014-2018 average) by December 31, 2018.	2. For the 2019 HSIP, the goal is to reduce the fatality rate by 5.02 percent each year from 1.216 (2013-2017 average) to 1.097 (2015-2019 average) by December 31, 2019.
Number of Serious Injuries	3. For the 2018 HSIP, the goal is to reduce total serious injuries by 5.10 percent each year from 2,399.8 (2012-2016 average) to 2,161.2	3. For the 2019 HSIP, the goal is to reduce total serious injuries by 6.77 percent each year from 2,865.2 (2013-2017 average) to 2,490.6

Measures	2018 Targets (endorsed by CRTPO Nov. 2017)	NCDOT 2019 Targets
	(2014-2018 average) by December 31, 2018.	(2015-2019 average) by December 31, 2019.
Rate of Serious Injuries (per 100 million VMT)	4. For the 2018 HSIP, the goal is to reduce the serious injury rate by 4.75 percent each year from 2.191 (2012-2016 average) to 1.988 (2014-2018 average) by December 31, 2018.	4. For the 2019 HSIP, the goal is to reduce the serious injury rate by 6.12 percent each year from 2.528 (2013-2017 average) to 2.228 (2015-2019 average) by December 31, 2019.
Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries	5. For the 2018 HSIP, the goal is to reduce the total non-motorized fatalities and serious injuries by 5.30 percent each year from 438.8 (2012-2016 average) to 393.5 (2014-2018 average) by December 31, 2018.	5. For the 2019 HSIP, the goal is to reduce the total non-motorized fatalities and serious injuries by 6.02 percent each year from 457.0 (2013-2017 average) to 403.7 (2015-2019 average) by December 31, 2019.



TO: CRTPO Delegates and Alternates
FROM: Erin Kinne, Principal Planner
DATE: February 8, 2019
SUBJECT: February 13, 2019 Consent Agenda 2018-2027 TIP Amendments

ACTION REQUESTED: Approve the following amendments to the 2018-2027 TIP:

- A. Remove the interim station phase (BC) from the Charlotte Gateway Station project (P-5705) within the TIP;
- B. Add \$920,000 Federal Transit Administration (FTA) Transit Oriented Development planning grant along the proposed Lynx Silver Line light rail (TP-5159);
- C. Add \$5,932,800 FTA Section 5339 funds for 12 over-the-road clean diesel motor coaches to assist in the advancement of the Charlotte North Corridor Premium Bus Service Project (TA-6176); and
- D. Return \$246,000 in STBG-DA funds programmed to NC 115 Sidewalk & Bike Lane Modernization project in Cornelius (EB-5776).

TCC RECOMMENDATION: The TCC unanimously recommended the four requested actions during its February 7, 2019 meeting.

BACKGROUND:

- A. An interim station is no longer being pursued for the Charlotte Gateway Station Project, as CATS is pursuing construction of a permanent station as part of the ultimate Charlotte Gateway Station project. NCDOT has deleted the project from its STIP; the same action is requested for the CRTPO's TIP.
- B. The alignment of the LYNX Silver Line Light Rail project has been recommended along the US 74 corridor from Matthews, along Wilkinson Boulevard to the airport and west to Gaston County. There are 24 transit station areas proposed along the alignment.
 - The deliverables of the project will provide the tools needed for each affected municipality to realize a future transit corridor and desirable Transit Oriented Development (TOD) Municipal funding commitments include the City of Charlotte, the City of Belmont, the City of Gastonia, the Town of Matthews, the Town of Stallings, and the Town of Indian Trail.
 - The categories for study within the project are TOD education and engagement, a TOD readiness report, station area planning, and an implementation strategy.

- C. The North Corridor Premium Bus Service would utilize the managed lanes project currently underway (I-77 Express Lanes) with the goal of expanding express service to Northern Mecklenburg County.
- This amendment will provide for the replacement of 12 express buses in the current fleet with larger, over-the-road vehicles to begin service by September 2019.
 - The purchase will be funded with FTA 5339(b) funds CATS received through a competitive grant award and matched with local capital funds.
 - The project is included in the Metropolitan Transit Commission's (MTC) adopted FY19 Capital Budget.
- D. The Town of Cornelius has not initiated a design contract for the EB-5776 project due to competing priorities with other projects that have commenced in the Town. The Town would like to return the funds so they may be applied to other projects.

AMENDMENTS:

TIP ID	Agency	Project & Amendment Summary	Recommended TIP Revision																																													
P-5705	Charlotte Area Transit System	Remove Interim Building segment (BC) for Charlotte Gateway Station project	Segment Description A WYE CONNECTION TRACK AT CHARLOTTE JUNCTION B RIGHT-OF-WAY BA TRACK, STRUCTURE, AND SIGNALS BB PLATFORM & CANOPY BC STATION AND PASSENGER SERVICE RELOCATION																																													
TP-5159	Charlotte Area Transit System	Add \$920,000 FTA Transit Oriented Development planning grant funds for LYNX Silver Line Planning	<table><tr><th>Fund</th><th></th><th>2019</th><th></th><th>2020</th><th></th><th>2021</th><th></th><th>Total</th></tr><tr><td></td><td>P</td><td>\$230,000</td><td>P</td><td>\$460,000</td><td>P</td><td>\$230,000</td><td>P</td><td>\$920,000</td></tr><tr><td>Local</td><td>P</td><td>\$57,500</td><td>P</td><td>\$115,000</td><td>P</td><td>\$57,500</td><td>P</td><td>\$230,000</td></tr><tr><td>Other</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Total</td><td></td><td>\$287,500</td><td></td><td>\$575,000</td><td></td><td>\$287,500</td><td></td><td>\$1,150,000</td></tr></table>	Fund		2019		2020		2021		Total		P	\$230,000	P	\$460,000	P	\$230,000	P	\$920,000	Local	P	\$57,500	P	\$115,000	P	\$57,500	P	\$230,000	Other									Total		\$287,500		\$575,000		\$287,500		\$1,150,000
			Fund		2019		2020		2021		Total																																					
				P	\$230,000	P	\$460,000	P	\$230,000	P	\$920,000																																					
			Local	P	\$57,500	P	\$115,000	P	\$57,500	P	\$230,000																																					
Other																																																
Total		\$287,500		\$575,000		\$287,500		\$1,150,000																																								
TA-6176	Charlotte Area Transit System	Add \$5,932,800 FTA Section 5339 funds for purchase of twelve 45’ Clean Diesel Motor Coaches for service along the I-77 Express Lanes corridor	<table><tr><th>Fund</th><th></th><th>2019</th></tr><tr><td>FBUS</td><td>CP</td><td>\$5,932,800</td></tr><tr><td>Local</td><td>CP</td><td>\$1,483,200</td></tr><tr><td>Other</td><td></td><td></td></tr><tr><td>Total</td><td></td><td>\$7,416,000</td></tr></table>	Fund		2019	FBUS	CP	\$5,932,800	Local	CP	\$1,483,200	Other			Total		\$7,416,000																														
			Fund		2019																																											
			FBUS	CP	\$5,932,800																																											
			Local	CP	\$1,483,200																																											
Other																																																
Total		\$7,416,000																																														
EB-5776	Cornelius	Town of Cornelius returning \$246,000 in STBG-DA funds programmed to NC 115 Sidewalk & Bike Lane Modernization project	Remove project from TIP.																																													

Charlotte Regional Transportation Planning Organization

Agenda Item Summary

Agenda Item 6

Subject: CRTPO Draft Discretionary Policy

- **Purpose / Scope:** *Adopt the discretionary policy and annual discretionary program schedule.*
- **TCC Review:** *This item came before the TCC for action at its February 2019 meeting and was recommended for approval by the Board. It was presented to the TCC and Board for information in January 2019, as well as before the TCC and Board at a workshop held December 18, 2018. At its December 13, 2018 and January 24, 2019 meetings, the Project Oversight Committee recommended the document come before the TCC and Board for review.*
- **Background:**
 - *On July 26, 2018, the Project Oversight Committee (POC) approved creation of a subcommittee to develop a Draft Discretionary Policy.*
 - *The document was produced by a six-member working group and CRTPO staff during a four-month research and development process guided by a facilitator.*
 - *The working group's research tasks included documenting CRTPO's existing processes and identifying best practices through interviews with stakeholders and with other MPOs.*
 - *The working group led a workshop to review the key components of the draft document with the Board and TCC on the evening of December 18. Board and TCC members participated in a series of interactive exercises to test facets of the draft policy document and provide feedback to staff.*
- **Attachment:** *Memorandum; a draft version of the discretionary policy document can be viewed [here](#).*



TO: CRTPO Delegates and Alternates
FROM: Erin Kinne, Principal Planner
DATE: February 8, 2019
SUBJECT: CRTPO Draft Discretionary Policy Document - Project Oversight Committee Recommendations

ACTION REQUESTED: Adopt the Discretionary Projects Policy document and annual discretionary program schedule.

TCC RECOMMENDATION: The TCC unanimously recommended the requested action during its February 7, 2019 meeting.

BACKGROUND: The purpose of this memorandum is to summarize the recommendations the Project Oversight Committee (POC) made at its January 24, 2019 meeting to revise the draft Discretionary Policy Document.

Revision 1: *Section name changed from “Scoring Principles” to “Funding Principles.”*

Location: Page 9, Section V. Funding Principles

Discussion: Recommendation to change the section title was made at the workshop on December 18 and received significant support. The POC concurred.

Revision 2: *“Sealed” omitted from Cost Estimation Requirements.*

Location: Page 9, Section VI. Project Submittal Requirements, A. Project Budget, 1. Cost Estimation Requirements, first bullet

Discussion: Recommendation to remove the requirement for a sealed estimate was made at the workshop on December 18 and received significant support. The POC concurred that “sealed” should be removed.

Revision 3: *Highest contingency percentage reduced from 45% to 40%.*

Location: Page 10, Section VI. Project Submittal Requirements, A. Project Budget, 3. Project Phase Contingencies

Discussion: Recommendation to reduce the contingency percentage for projects that have not completed the preliminary engineering / design phase was received from members of Lake Norman Transportation Commission on January 11. Concerns about the 45% contingency were also voiced at the December 18 workshop and at the January TCC and Board meetings. The POC concurred that the contingency percentage should be reduced from 45% and recommended 40%.

Charlotte Regional Transportation Planning Organization

Information Item Summary

Information Item 7

Subject: Draft 2020 Unified Planning Work Program

- **TCC Review:** *This item was presented at TCC meetings in December 2018 and January and February 2019.*
- **Transportation Staff Review:** *This item was discussed as part of the TCC agenda review during Transportation Staff meetings in December 2018 and January 2019.*
- **Background:**
 - *The UPWP is an annual listing of projects, priorities and work tasks and is essentially the CRTPO's annual budget.*
 - *It reflects short-range planning needs and describes what is planned for the fiscal year.*
 - *Information provided in the UPWP includes the agencies responsible for specific tasks, project costs and funding sources.*
- **Attachment:** *Memorandum.*



TO: CRTPO Delegates and Alternates
FROM: Robert W. Cook, AICP
DATE: February 1, 2019

SUBJECT: Draft FY 2020 Unified Planning Work Program

ACTION REQUESTED

No action is requested. Action will be requested in March for the Board to approve the FY 20 UPWP.

BACKGROUND

- Additional Planning (PL) funds are available for programming in the FY 2020 UPWP because of changes to the funding allocation process administered by NCDOT.
- Based on guidance from the FHWA, NCDOT no longer permits MPOs to maintain unobligated balances of PL funds. Unused funds are returned to a funding pool and then distributed to all MPOs.
- Result:
 - Slight increase (\$35,068) in the annual allocation
 - Large additional sum (\$522,005) available for programming in FY 20. Note that this amount will not be the same every year, and could be substantially lower in FY 21.
 - Table 1 below lists PL funds available for programming.

Table 1

PL Allocation Type	Federal	Local Match	Total
Annual Allocation	\$ 922,656	\$ 230,664	\$ 1,153,320
Additional Funds	\$ 522,005	\$ 130,501	\$ 652,506
	\$ 1,444,661	\$ 361,165	\$ 1,805,826

- In addition, NCDOT has advised staff that \$437,136 in past years STBG-DA funds are available for programming. These funds are those that are annually flexed to supplement PL funds, and date to FY 13 or earlier.

ALLOCATION PROPOSAL

The UPWP Review Subcommittee met on January 25, 2019 to prepare a recommendation on how to allocate FY 20 funding. The Subcommittee determined that it would recommend the following:

1. Do not substantially increase the cost share for member jurisdictions.
2. Program all available PL funds in FY 20.
3. Use past years' STBG-DA funds before programming FY 20 DA funds.



4. Program past years' STBG-DA funds in an amount equal to what is necessary to fund the FY 20 UPWP at a level equal to FY 19 amounts. (The programming of all available PL funds as stated in #2 will result in a slight (\$15K) increase from FY 19.)
5. The remainder of past years STBG-DA funds will be used to support local transportation planning projects that will be selected through the discretionary projects process.

Implementing the above recommendations results in the FY 20 funding allocation shown in Table 2 below. (FY 19 allocations are provided as a comparison-no changes are proposed.)

Table 2

Source	FY 19				FY 20		
	Federal	Local Match	Total		Federal	Local Match	Total
PL	\$ 907,301	\$226,825	\$1,134,126		\$1,444,661	\$361,165	\$1,805,826
STBG-DA	\$ 800,000	\$200,000	\$1,000,000		\$ 277,995	\$ 69,499	\$ 347,494
Total	\$1,707,301	\$426,825	\$2,134,126		\$1,722,656	\$430,664	\$2,153,320

Charlotte Regional Transportation Planning Organization

Information Item Summary

Information Item 8

Subject: Draft 2020-2029 State Transportation Improvement Program (STIP)

- **Background:**
 - *The draft 2020-2029 STIP was released by NCDOT on January 9, 2019.*
 - *NCDOT staff will provide an on overview of the programming and adoption process for the 2020-2029 STIP.*
- **Attachments:** *Link to [2020-2029 draft TIP highway project list](#); [2020-2029 TIP non-highway project list](#); [list of legacy project schedule changes](#).*

Charlotte Regional Transportation Planning Organization

Information Item Summary

Information Item 9

Subject: CATS Rapid Transit System Updates

- **Background:**
 - *Since July 2017, the CATS project team has engaged the public and stakeholders on rapid transit options for the North & West Corridors and system integration options through an effort called the LYNX System Update.*
 - *At the January 23, 2019 MTC meeting, CATS staff presented recommendations for the West Corridor and System Integration and a path forward for the North Corridor options.*
 - *Based on public input received, there are a number of recommendations to expand and improve transit service throughout CATS' service area.*
 - *Future action will be required by the CRTPO to amend its Comprehensive Transportation Plan to account for new transit alignments and updated elements of the existing corridors.*

CRTPO TECHNICAL COORDINATING COMMITTEE

Summary Meeting Minutes

Charlotte-Mecklenburg Government Center

Room 280

January 3, 2019

Voting Members: *Chair* – Sherry Ashley (Statesville), *Vice-Chair* - Wayne Herron (Cornelius), David McDonald (CATS), Liz Babson (CDOT), Garett Johnson – alt for Taiwo Jaiyeoba (Charlotte P,D & D), Travis Johnson (Davidson), Bill Coxe (Huntersville), Todd Huntsinger (Indian Trail), Richard Hoffman (Iredell County), Dana Stoogenke (Matthews), Megan Green (Mecklenburg County – LUESA Air Quality), Nathan Farber – alt for Steve Frey (Mint Hill), Cami Weckerly (Mooresville), Brett Canipe – alt for Scott Cole (NCDOT – Div. 10), Anil Panicker (NCDOT- Div 12), Dominique Boyd (NCDOT-TPD), Kevin Parker (Stallings), Erika Martin (Troutman), Bjorn Hansen (Union County), Alexandra Beesting (Waxhaw), Lisa Thompson (Weddington), Robin Byers (Wesley Chapel), Will Washam (Bicycle Focus Area Representative), Gwen Cook (Greenway Focus Area Representative), Jennifer Stafford (Pedestrian Focus Area Representative), Laura Thomason (Public Health Focus Area Representative)

Staff: Robert Cook (CRTPO), Curtis Bridges (CRTPO), Erin Kinne (CRTPO), Candice Rorie (CRTPO), Theo Thomson (CRTPO), Neil Burke (CRTPO), Andy Grzymiski (CDOT), Jennifer Stafford (CDOT), Stuart Basham (NCDOT-Div. 10), Anna Gallup (CDOT), David Wasserman (NCDOT-STIP Unit) – conference call, Eldewins Haynes (CDOT), Susan Habina-Woolard (Matthews), John Cook (NCDOT-Div 12), Neda Fahim (NCDOT), Warren Cooksey (NCTA)

Guests: Steve Blakley (Kimley Horn), Bill Thunberg (LNTC), Yolanda DeLong (Parsons), Joe Lesch (GSP), Hillary DeLong (HNTB), Todd Steiss (WSP), Radha Krishna Swayampakala (RS&H), Erin Musiol (RS&H)

Sherry Ashley opened the meeting at 10:00 a.m. TCC members, staff, and guests introduced themselves.

1. Adoption of the Agenda

Ms. Ashley asked if any changes to the agenda are necessary. Hearing none, the January agenda was adopted by acclamation.

2. Consideration of Consent Agenda

Ms. Ashley stated that the consent agenda for the January meeting contained the following item:

- Approval of the December 6, 2018 TCC Minutes;

Motion:

Bill Coxe made a motion to adopt the consent agenda. Wayne Herron seconded the motion. The motion passed unanimously.

ACTION ITEMS

3.1 Election of Officers

Presenter: Sherry Ashley

Summary/Action Requested:

Ms. Ashley stated that it is the responsibility of the TCC to annually elect new officers during the first meeting of the year. She then opened the nominations for Chair of the TCC.

Chair Nominations:

Mr. Coxe nominated Ms. Ashley for Chair of the TCC for 2019. No other nominations were put forth. Mr. Coxe made a motion to close the nominations; Mr. Wayne Herron seconded the motion. Ms. Sherry Ashley was elected Chair of the TCC for 2019 by acclamation.

Vice-Chair Nominations:

Mr. Coxe nominated Wayne Herron for Vice-Chair of the TCC for 2019. No other nominations were put forth.

Mr. Coxe made a motion to close the nominations; David McDonald seconded the motion.

Mr. Wayne Herron was elected Vice-Chair of the TCC for 2019 by acclamation.

3.2 Election of Focus Area Representatives

Presenter: Candice Rorie

Summary/Action Requested:

- Ms. Rorie explained that the Bicycle and Pedestrian Work Group (BPWG) discussed this topic at its December 18 meeting.
- She explained that the BPWG recommended the re-appointment of the focus area representatives and alternates for 2019 with replacements to the pedestrian and public health representative memberships.
- The following delegates and alternates were recommended by the BPWG and the associated member jurisdictions:

Focus Area	Delegate	Alternate	Agency
Bicycle	Will Washam	Tim Gibbs	CDOT
Greenway	Gwen Cook	Katie Lloyd	Mecklenburg County
Pedestrian	Jennifer Stafford	David Harrison	CDOT
Public Health	Laura Thomason	Clint Grant	Mecklenburg County

Motion:

Mr. Herron made a motion to elect the Bicycle, Greenway, Pedestrian and Public Health Focus Area Delegates and Alternates for 2019. Bill Coxe seconded the motion. Upon being put to a vote, the motion passed unanimously.

3.3. CTP Alignment Amendment – Prosperity Ridge Road Extension

Presenter: Andy Grzymski

Summary/Action Requested:

- Mr. Grzymski began his presentation by explaining that the action requested was to recommend to the CRTPO board that it approve an amendment to the Comprehensive Transportation Plan.

- He explained that the initial proposed alignment for the Prosperity Ridge Road was developed with the Prosperity Villages plan in 1999.
- Mr. Grzymski explained that the current alignment was selected because it only impacted one parcel.
- He explained that there are two current rezoning's that are underway and the reconfiguration of parcels will require modifications to the alignment of Prosperity Ridge Road.
- Mr. Grzymski stated that the realignment of the future alignment to the south of its current location on the CTP maps will allow it to will provide full access and connectivity to existing Stone Park Subdivision. This connection will also provide another full movement access to Devonshire Subdivision.
- He explained that the proposed realignment will provide improved traffic signal spacing along the Prosperity Church Road corridor and the signalization of Devonshire Subdivision will provide an improved pedestrian crossing for residents in the area.
- Mr. Grzymski concluded his presentation by stating that he is seeking a recommendation from the TCC that the CRTPO Board approve the CTP alignment amendment.

Motion:

Mr. Coxe made a motion to recommend to the CRTPO Board that it approve an amendment to the Comprehensive Transportation Plan. Mr. McDonald seconded the motion. The motion passed unanimously.

INFORMATION ITEMS

4.1. US 74 Express Lanes Project Update

Presenter: Rodger Rochelle

Summary:

- Mr. Rochelle began his presentation by providing an update of the projects planned along US-74. There are three State Transportation Improvement Program (STIP) projects along US-74: U-5526A, U-6103 and U-2509.
 - The U-5526A project will take the existing bus lanes from Uptown Charlotte to Abermarle Road and convert the lanes to reversible express lanes.
 - The U-6103 project will widen the roadway from Uptown Charlotte to Abermarle Road to construct one express lane in each direction.
 - The U-2509 project from Abermarle Road to I-485 will construct general purpose lanes and express lanes in each direction and convert US-74 to an expressway. This project will also complete significant improvements along the parallel network to Independence Boulevard.
- Mr. Rochelle suggested the acceleration of U-6103 project and cancel the U-5526A project to minimize driver confusion and maximize project resources. A separate contract for the parallel network would also be accelerated to provide alternate route choices during the construction on US-74.

Ms. Babson asked Mr. Rochelle if CATS will be able to use the lanes during the interim period and he replied yes.

4.2. CRTPO Draft Discretionary Projects Policy

Presenter: Erin Kinne

Summary:

- Ms. Kinne began her presentation by reviewing the policy document development timeline. She stated the information will be presented to the Technical Coordinating Committee (TCC) and the MPO Board for information in January and for action in February.
- Ms. Kinne stated the CRTPO needed a formal document to establish policies for governing the allocation of funds as well as detail steps to successfully administer projects.
- A working group consisting of Project Oversight Committee (POC) members worked to develop a draft of the policy and focused to ensure the policy would be based on sound community planning values and principles.
- Ms. Kinne reviewed the six principles guiding the development of the document and described the key issues that were encountered during the policy development process.
- The annual funding timeline was outlined and specified when project calls would occur
- Information regarding the policy recommendations and the funding principles that comprise the policy as well as the project eligibility criteria was presented.
- Mrs. Kinne provided more detail about certain policy recommendations including project readiness and how project estimates would be handled.
- The presentation was concluded by Ms. Kinne reiterating the policy document development timeline and asking the TCC to contact her with any feedback about the document.

4.3. CRTPO Traffic Data Program – FY 2019 Recommended Projects

Presenter: Candice Rorie

Summary:

- Ms. Rorie provided an overview of the CRTPO Traffic Data Program which provides member jurisdictions with traffic data to support transportation planning efforts.
- A 30-day call for projects was held in August and projects were submitted by two project sponsors, Indian Trail and Huntersville
- Ms. Rorie stated that both projects were funded, data collected and delivered to the project sponsors in December.
- It was recognized that the projects submitted only used a portion of the funds allocated to the program so CRTPO staff will seek an outside consultant to help establish permanent count locations throughout the planning area.

4.4. Draft FY 2020 UPWP

Presenter: Robert Cook

Summary:

- Mr. Cook notified the TCC that his presentation would be an update of the December TCC information report on the FY 2020 UPWP and although no formal action would be needed, he was seeking consensus on the general direction of the development of the UPWP since a draft UPWP is due to NCDOT at the end of January.
- Mr. Cook mentioned that he did not receive any feedback or comments since the December TCC meeting and would be presented the information to the MPO Board at the January meeting.

- As a reminder, he stated there is no substantial unobligated balance to fund local projects as in past years however the funding of local projects will be a part of the discretionary funding policy development and came out of the UPWP subcommittee as a recommendation.
- The funding levels along with the corresponding sources was displayed and described by Mr. Cook. Also, a breakdown of the various potential allocations detailing the tasks and their percentage of the funding level was provided.
- Mr. Cook concluded by outlining the next steps in the UPWP process and verified that there were no concerns regarding the UPWP.

4.5. Performance-Based Planning Update

Presenter: Robert Cook

Summary:

- Mr. Cook began by stating that no feedback was received regarding the safety targets that were presented in December. He mentioned that action will need to be taken in February to endorse the NCDOT safety targets.
- The 2019 measures, 2018 targets and NCDOT 2019 targets were provided to the TCC.
- Mr. Cook stated an action will be requested to endorse the NCDOT safety targets at the February TCC meeting and will proceed with putting the item on consent agenda if he does not receive any comments or feedback.

OTHER REPORTS

5.1. NCDOT Report

Stuart Basham provided an update on behalf of NCDOT-Division 10:

- The Monroe Expressway was opened to traffic on November 27th. Transponders and decals are available at the NC Toll Authority office in Monroe or at www.ncquickpass.com. NCDOT has monitored traffic volumes closely on the Expressway since its opening and report that usage continues to increase daily as motorists and truck drivers become accustomed to using it.
- Work continues on the US 74 Superstreet Conversion Project to convert four major intersections along US 74 in Indian Trail to superstreets. Work has slowed on the intersection at Unionville-Indian Trail Road. Paving is partially complete at the Unionville-Indian Trail Road intersection. Work has mostly ceased due to recent wet weather conditions experienced over the last several weeks coupled with the winter shutdown of asphalt plants. Work is expected to resume closer toward Spring of 2019.
- The South Trade Street Widening project in Matthews (U-5804B) will widen a half mile segment of South Trade Street from two to four lanes from Chapyn Lane to Weddington Road. Work is currently underway and is largely complete. The contractor is currently working on a culvert extension and sewerline installation necessary to complete the widening of the road. The project is expected to be complete in April, 2019.
- On the NC 16/Mount Holly-Huntersville Road Intersection project, work continues on the Continuous Flow Intersection (CFI) at the NC16/Mount Holly-Huntersville Road intersection. This project is behind schedule due to weather and other delays. Completion is expected in April of this year.

- NCDOT recently awarded a \$346M design-build contract for the I-485 Express Lanes project along I-485 in south Charlotte. This project will construct Express Lanes and other improvements along a 16.7 mile stretch of I-485 between I-77 and US 74 in south Charlotte. NCDOT is currently working with the design team to prepare construction plans. Construction is expected to begin next summer and be completed in late 2022.
- NC 27 (Freedom Drive) Widening Public Meeting (U-5957) – NCDOT will host a public meeting on January 17th for the widening of NC 27 (Freedom Drive) between Toddville Road and Moores Chapel Road in Charlotte. The meeting will be held at the Allenbrook Elementary School located at 1430 Allenbrook Drive. There will be a Local Officials Meeting held from 3-4 pm and the Public Meeting will be from 4-7pm.
- NC 73 Widening Public Meetings (R-5706) – NCDOT will host two public meetings on January 28th and 29th for the widening of NC 73 from NC 115 in Huntersville to US 29 in Concord. The January 28th meeting will be held at the Lake Norman Church of Christ located at 17634 Caldwell Station Road in Huntersville. There will be a Local Officials meeting from 2-3 pm and the Public Meeting will be held from 4-7 pm. The January 29th meeting will be held at the Connect Christian Church located at 3101 Davidson Highway on Concord. There will be a Local Officials meeting from 2-3 pm and the Public Meeting will be held from 4-7 pm.
- 2020-2029 Draft STIP Release – The P5.0 Process has recently concluded. NCDOT is expected to release the 2020-2029 Draft STIP following the NCDOT Board of Transportation meeting next week. Approval of the STIP is expected to occur at the Board's meeting in June.

Anil Panicker provided an update on behalf of NCDOT-Division 12:

- During the past 3 months, public hearings were held for the following projects:
 - Williamson Road Widening (R-5100)
 - US 21 Widening U-5799 (includes offset Intersection realignment of Shumaker Drive)
 - Oates Road – Midnight Lane widening with an overpass of I-77 (U-5816)
- Mr. Panicker stated the meetings were well attended and numerous comments were received.

5.2. Bicycle and Pedestrian Work Group Report

Mr. Bridges announced that the Bicycle and Pedestrian Work Group will meet this afternoon and the only agenda item will be to discuss the discretionary policy document development.

5.3. Upcoming Issues

Mr. Burke made several announcements:

- The NC Transportation Summit will be held in Raleigh on January 9th and 10th.
- The NCDOT 2020-2029 Draft STIP will be released next week and will trigger CRTPO activities such as a financial plan, MTP Amendments, and a public involvement period.

Mr. Cook also made two announcements:

- Judy Dellert-O'keef will be joining the CRTPO staff as the Participation & Consultation Planner.
- Candice Rorie will be leaving the CRTPO staff and taking a new role with the Charlotte Planning, Design and Development Department as the Strategic Initiatives Manager.

6. Adjourn: Ms. Ashley determined that the agenda had been adequately completed and adjourned the meeting at 11:21 a.m.