

Kaitlin Beckom  
Attorney

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kbeckom@jahlaw.com

WRITER'S DIRECT DIAL:  
704-998-2201

January 9, 2026

**VIA EMAIL AND U.S. MAIL**

City of Charlotte  
Office of the City Clerk  
Attn: Stephanie C. Kelly  
600 East 4<sup>th</sup> Street  
Charlotte, NC 28202

Re: Rezoning Community Meeting Report: RZP-2025-127 (4749 West Boulevard, LLC)

Dear Ms. Kelly,

Enclosed please find the Community Meeting Report for Rezoning RZP 2025-127.

Should you have any questions or concerns, please do not hesitate to contact our office.

Sincerely,

JOHNSTON, ALLISON & HORD, P.A.

  
Kaitlin Beckom

Encl.

cc: Joe Mangum, Project Coordinator (via email only)

Joi Mayo, Council Member and District 3 Representative (via email only)

**COMMUNITY MEETING REPORT**  
**APPLICANT: 4749 West Boulevard, LLC**  
**REZONING PETITION NO. 2025-217**

This Community Meeting Report is being filed with the Office of the City Clerk and the City of Charlotte Planning, Design & Development Department pursuant to the provisions of the City of Charlotte Zoning Ordinance.

**PERSONS AND ORGANIZATIONS CONTACTED WITH DATE AND EXPLANATION OF HOW CONTACTED:**

A representative of the Applicant mailed a written notice of the date, time, and location of the Community Meeting to the individuals and organizations set out on **Exhibit A** attached hereto by depositing such notice in the U.S. mail on December 2, 2025. Written notices were sent via first class mail and certified mail to property owners. A copy of the written notice is attached hereto as **Exhibit B**.

**DATE, TIME AND LOCATION OF MEETING:**

The Community Meeting was held in person, at Applicant's offices located at 4749 West Blvd in Charlotte, NC 28202 on Monday, December 15th, 2025, beginning at 6:00 PM. Interested invitees were encouraged to attend. The PowerPoint which was presented at the Community Meeting has also been posted on the Johnston Allison Hord, P.A. website, at <https://www.jahlaw.com/4749-west-boulevard-llc-community-meeting-news-and-events/>. A hard copy of the PowerPoint presentation is also attached hereto as **Exhibit C**.

**PERSONS IN ATTENDANCE AT MEETING (see attached copy of sign-in sheet):**

The Community Meeting was attended by the person(s) identified on the Sign-In sheet attached hereto as **Exhibit D**. Applicant, 4749 West Boulevard, LLC, was represented at the Community Meeting by R. Susanne Todd and Kaitlin Beckom, land use attorneys with Johnston, Allison Hord, P.A. Applicant representatives Sharon Sullivan, CEO & Co-Owner and Lawrence Sullivan, Co-Owner hosted the Community Meeting and greeted attendees. Invitee Felton Family Partnership, LLLP was unable to attend the Community Meeting, but reached out to Applicant's counsel prior to the Community Meeting and was provided responses to questions related to proposed use and building construction.

Questions asked by the invitee and attendees are included in the Questions and Answers section below.

**SUMMARY OF PRESENTATION/DISCUSSION:**

The Applicant's agent, Susanne Todd, welcomed the attendees and introduced the Applicant's representatives. Mrs. Todd explained that the purpose of a Community Meeting is to share the proposed project and re-zoning with nearby property owners, address questions and receive feedback. Mrs. Todd showed that the Applicant is requesting a Tier 1 conditional change in zoning

from ML-2 to IMU (CD) of approximately 5.353 acre site (“Site”) described as tax parcel numbers 14101404, 14101401, and 14101403, and located along West Boulevard and Sirius Lane in Charlotte, NC. Mrs. Todd showed the PowerPoint presentation attached hereto as **Exhibit C**.

Mrs. Todd explained that the Site is currently zoned ML-2 and improved with an existing warehouse building. Mrs. Todd further described that the current zoning district is intended to accommodate heavy industrial uses. Office use is limited to 40% of the building under ML zoning.

Mrs. Todd then explained that the Applicant wants to change the existing ML-2 zoning to IMU (CD) zoning to allow for more office space so the Applicant can consolidate and make the Site its corporate headquarters. Applicant plans to build a call center on the Site.

Mrs. Todd illuminated that the “CD” means the Site will conditionally zoned and therefore must be developed in accordance with any agreed upon conditions approved as part of the 2025 rezoning. Mrs. Todd shared that the proposed conditions would prohibit any residential development of the Site.

Mrs. Todd informed the attendees that in deciding whether or not to approve Applicant’s Rezoning application, the City looks to guidance from the City’s policy documents to determine the reasonableness of Applicant’s request and its consistency with City goals. Mrs. Todd showed that the City’s 2040 Comprehensive Plan and associated Policy Map foresee the area in which the Site is located as remaining Manufacturing and Logistics, but that the surrounding area does include other types of zoning such as Innovative Mixed Use and Campus. IMU is intended for areas that have typically developed as industrial areas but are transitioning from an exclusively industrial orientation to a broader mix of light industrial, artisan industrial, and commercial. Continued use and reuse of the existing warehouse building supports the City’s sustainability goals. It is therefore Applicant’s contention that while its requested is inconsistent with the Policy Map, it is reasonable in light of City’s broader goals for the area in which the Site is located.

Mrs. Todd wrapped up by reviewing the Zoning Schedule and upcoming “earliest” dates in the rezoning process, encouraging attendees to confirm Public Hearing and other applicable dates with the Town. She then opened the Community Meeting for questions.

Mr. Sullivan also offered a tour of the warehouse/ distribution center to attendees, where he showed them what the company does and the day-to-day functions of the business.

#### **ATTENDEE QUESTIONS AND ANSWERS:**

Q. Where is the proposed construction of additional office space located?

A. In order to comply with development regulations, it is envisioned that the proposed new construction will be located on Parcel #14101403.

Q. Will this project create more traffic?

A. Any increase in traffic to or from the Site will result from additional company employees entering and exiting the Site; no increase in traffic is anticipated from customers or contractors.

Q. Why is the Applicant seeking to rezone?

A. The Applicant wishes to expand its business to include a call-center, as the industry has changed and the customer service aspect has grown. Call-center is considered an office use under the UDO and restricted to 40% of a building in ML zoning.

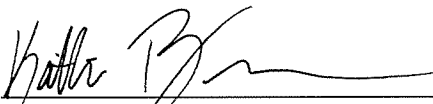
**CHANGES TO CHANGE IN CONDITIONS APPLICATION:**

No changes were made to the Zoning Application by the Applicant as a result of the Meeting.

The Community Meeting was adjourned at approximately 6:40 PM.

Respectfully submitted, this the 9 day of January, 2026.

JOHNSTON, ALLISON & HORD, P.A.

By:   
Kaitlin Beckom  
Susanne Todd

cc: City of Charlotte Planning, Design & Development Department – Joe Magnum  
City of Charlotte Council Member and District 3 Representative- Joi Mayo



PLEASE NOTE THERE ARE TWO MAILING LISTS YOU NEED TO USE. SEE BOTH TABS BELOW AND MAIL TO ALL NAMES LISTED. PLEASE CONTACT US WITH ANY QUESTIONS.

THANK YOU!

2025-127	TAXPID	OWNERLAST	OWNERFIRST	COMNERFIRS	COMNERLAST	MAILADDR1	MAILADDR2	CITY	STATE	ZIPCODE	PHYSICAL ADDRESS	PHYSICAL ZIP CODE
2025-127	14101104	CITY OF CHARLOTTE				600 E 4TH ST		CHARLOTTE	NC	28202		28208
2025-127	14101138	ASTOR HOLDINGS LLC				3038 PLANTERS WALK CT	ATTN: ROBERT	CHARLOTTE	NC	28210	4801 LARKMOORE CT CHARLOTTE NC	28208
2025-127	14101146	COLONIAL FUEL AND LUBRICANT SERVICES INC				101 NORTH LATHROP AVE	SAVANNAH	GA	31415	4901 SIRUS LN CHARLOTTE NC	28208	28208
2025-127	14101147	MOCHER	HANS JOACHIM			5001 SIRUS LN		CHARLOTTE	NC	28208	5001 SIRUS LN CHARLOTTE NC	28208
2025-127	14101148	ELAM GROUP LLC				5017 SIRUS LN		CHARLOTTE	NC	28208	5017 SIRUS LN CHARLOTTE NC	28208
2025-127	14101149	MOCHER	HANS J			PO BOX 19867		CHARLOTTE	NC	28219	LARKMOORE CT CHARLOTTE NC	28208
2025-127	14101401	4749 WEST BLVD LLC				4749 WEST BLVD		CHARLOTTE	NC	28208	4749 WEST BV CHARLOTTE NC	28208
2025-127	14101402	FOUNTAIN	WOODROW TERRY JR			484 CHISHOLM TR		RUTHERFORDT NC	NC	28139	4801 WEST BV CHARLOTTE NC	28208
2025-127	14101403	4749 WEST BLVD LLC		BUFFY B	FOUNTAIN	4749 WEST BOULEVARD		CHARLOTTE	NC	28208	5000 SIRUS LN CHARLOTTE NC	28208
2025-127	14101404	4749 WEST BLVD LLC				4749 WEST BOULEVARD		CHARLOTTE	NC	28208	SIRUS LN CHARLOTTE NC	28208
2025-127	14101405	SIRUS LANE PARTNERS LLC				600 DISCOVERY PLACE		MAELTON	GA	30126	4900 SIRUS LN CHARLOTTE NC	28208
2025-127	14101416	M INDUSTRIAL PROPERTY - CHARLOTTE LLC			C/O AEW CAPITAL MANAGEMENT LP	10 SECOND ST NE STE 400		MINNEAPOLIS	GA	55413	3401 INTERNATIONAL AIRPORT DR CHARLOTTE NC	28208
2025-127	14101418	FELTON FAMILY PARTNERSHIP LLP				259 BOBBY JONES EXPRESSWAY		AUGUSTA	GA	30907	4816 SIRUS LN CHARLOTTE NC	28208
2025-127	14119101	CITY OF CHARLOTTE			C/O REAL ESTATE DIVISION	600 E 4TH ST		CHARLOTTE	NC	28202-2816	WEST BV CHARLOTTE NC	28208
2025-127	14119103	CITY OF CHARLOTTE			C/O REAL ESTATE DIVISION	600 E 4TH ST		CHARLOTTE	NC	28202-2816	4728 WEST BV CHARLOTTE NC	28208

EXHIBIT

A

## NOTICE TO INTERESTED PARTIES OF COMMUNITY MEETING

Subject: Community Meeting - Rezoning Petition filed by 4749 West Boulevard, LLC to rezone approximately 5.353 acres consisting of Mecklenburg County Tax Parcel Nos.: 14101403, 14101404, and 14101401 from ML-2 (Industrial-2) to IMU (CD) to allow for development for office and other uses allowed in the Innovation Mixed Use District.

**Date and Time of Meeting:** Monday, December 15<sup>th</sup>, 2025 at 6:00pm.

**Place of Meeting:** 4749 West Blvd, Charlotte, NC 28208 (Meeting Room)

**Petitioner:** 4749 West Boulevard, LLC

**Petition No.:** RZP-2025-127

We are assisting our client 4749 West Boulevard, LLC (the "Petitioner") with a Rezoning Petition filed with the Charlotte Planning, Design & Development Department seeking to rezone an approximately 5.353-acre site (the "Site") located on the south side of West Blvd., to the east of Sirius Ln. in Charlotte NC, said Site consisting of Mecklenburg Tax Parcel Nos. 14101403, 14101404, and 14101401 from the ML-2 zoning district to IMU(CD) zoning district. The purpose of the rezoning is to permit the development for office use and other uses allowed by right and with prescribed conditions in the IMU zoning district.

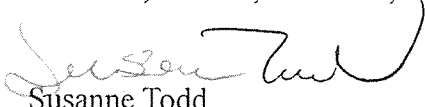
In accordance with the requirements of the City of Charlotte Unified Development Ordinance, the Petitioner will hold a Community Meeting prior to the Public Hearing on this Rezoning Petition to discuss this rezoning proposal with nearby property owners and organizations. The Charlotte Planning, Design and Development Department's records indicate that either you are a representative of a registered neighborhood organization or an owner of property that adjoins, is located across the street from, or is near the Site.

Accordingly, on behalf of the Petitioner, we give you notice that representatives of the Petitioner will hold a Community Meeting regarding this Rezoning Petition on Monday, December 15, 2025 in the Meeting Room located at 4749 West Blvd, Charlotte, NC 28208. The Petitioner's representative's look forward to sharing this rezoning proposal with you and to answering any questions, you may have with respect to this Rezoning Petition.

In the meantime, should you have any questions or comments about this matter, please call Susanne Todd at (704) 998-2306 and Kaitlin Beckom at (704) 998-2201.

Sincerely,

Johnston, Allison, and Hord, P.A.



Susanne Todd

cc:

Council Member Joi Mayo (District 3 Representative) (via Regular Mail and Email)  
Joe Mangum, Project Coordinator – Rezoning City of Charlotte (via email only)

Date Mailed: December 02, 2025

## 2025-127: 4749 West Blvd, LLC

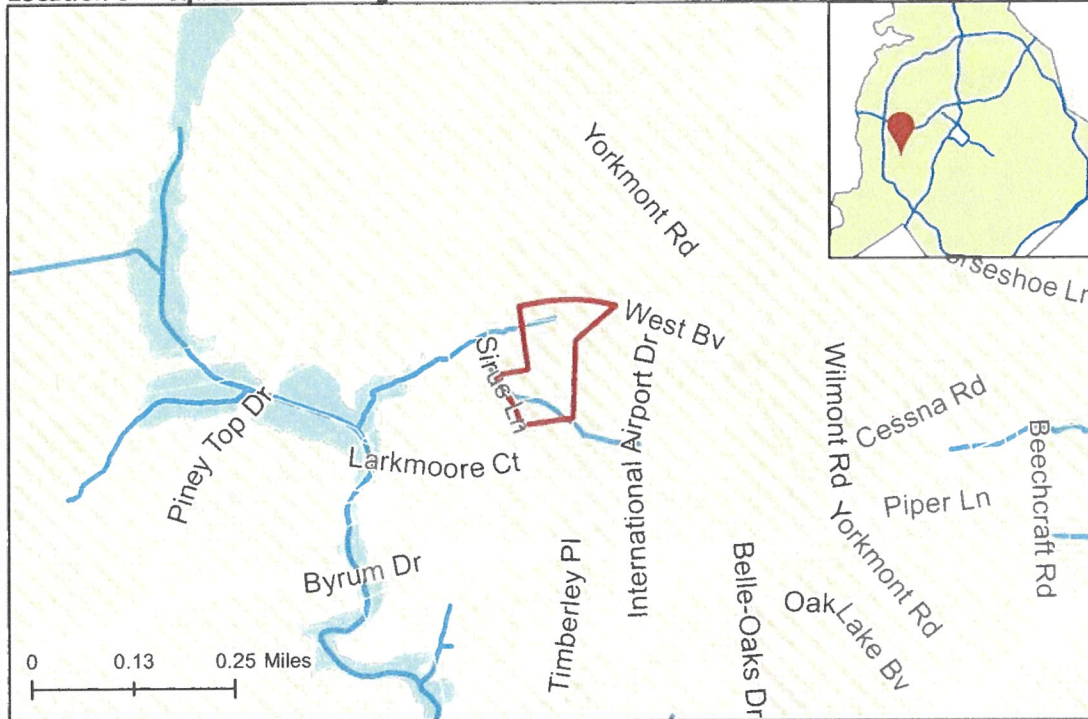
Parcel(s) 14101401, 14101403, 14101404

**Current Zoning** ML-2(ANDO) (Manufacturing and Logistics-2, Airport Noise District Overlay)

**Requested Zoning** IMU(CD)(ANDO) (Innovative Mixed Use, Conditional, Airport Noise District Overlay)

Approximately 5.353 acres

### Location of Requested Rezoning



## Rezoning Map

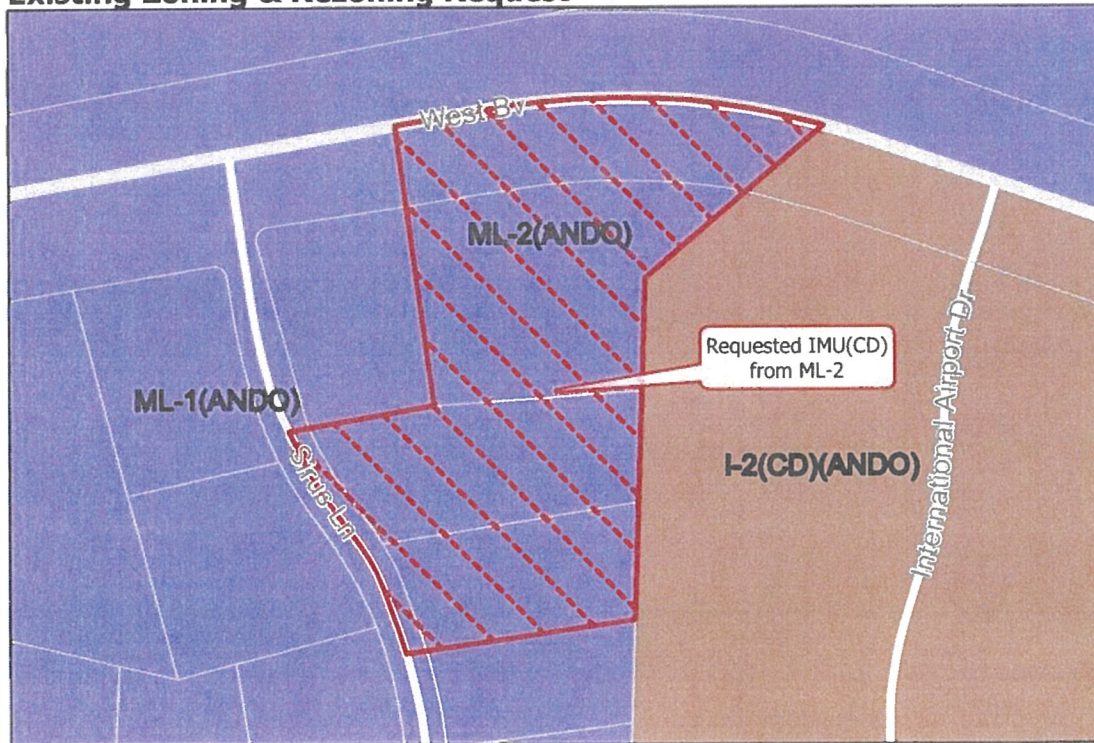


- 2025-127
- Inside City Limits
- Parcel
- Streams
- Airport
- FEMA Flood Plain
- Airport Noise Overlay

### City Council District

- 3-Joi Mayo

### Existing Zoning & Rezoning Request



- Requested IMU(CD) from ML-2

### Zoning Classification

- Manufacturing & Logistics
- General Industrial



Map Created 11/21/2025





# ZONING APPLICATION 2025-127 4749 WEST BOULEVARD, LLC

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Community Meeting

Monday, December 15<sup>th</sup>

2025



**NHORD**

EXHIBIT

C

23/11/2024



# AGENDA

Introductions

Project Overview

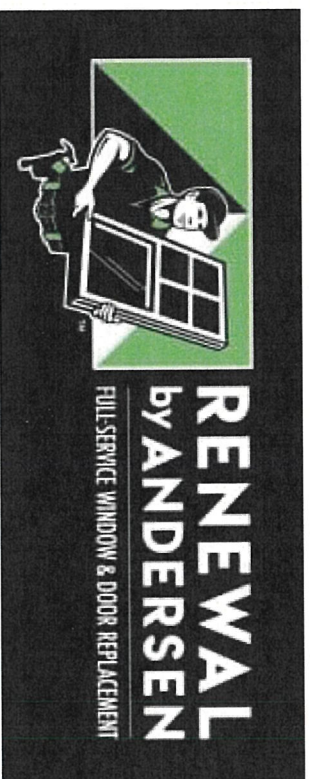
- Property
- Current Zoning
- Proposed Zoning/Change in Conditions
- Reasonableness & Consistency

Rezoning Schedule

Questions & Answers

# APPLICANT 4749 WEST BOULEVARD, LLC

Charlotteans Sharon and Lawrence Sullivan own the Property located at 4749 West Boulevard and operate their window and door replacement business out of the existing warehouse building located on Property.





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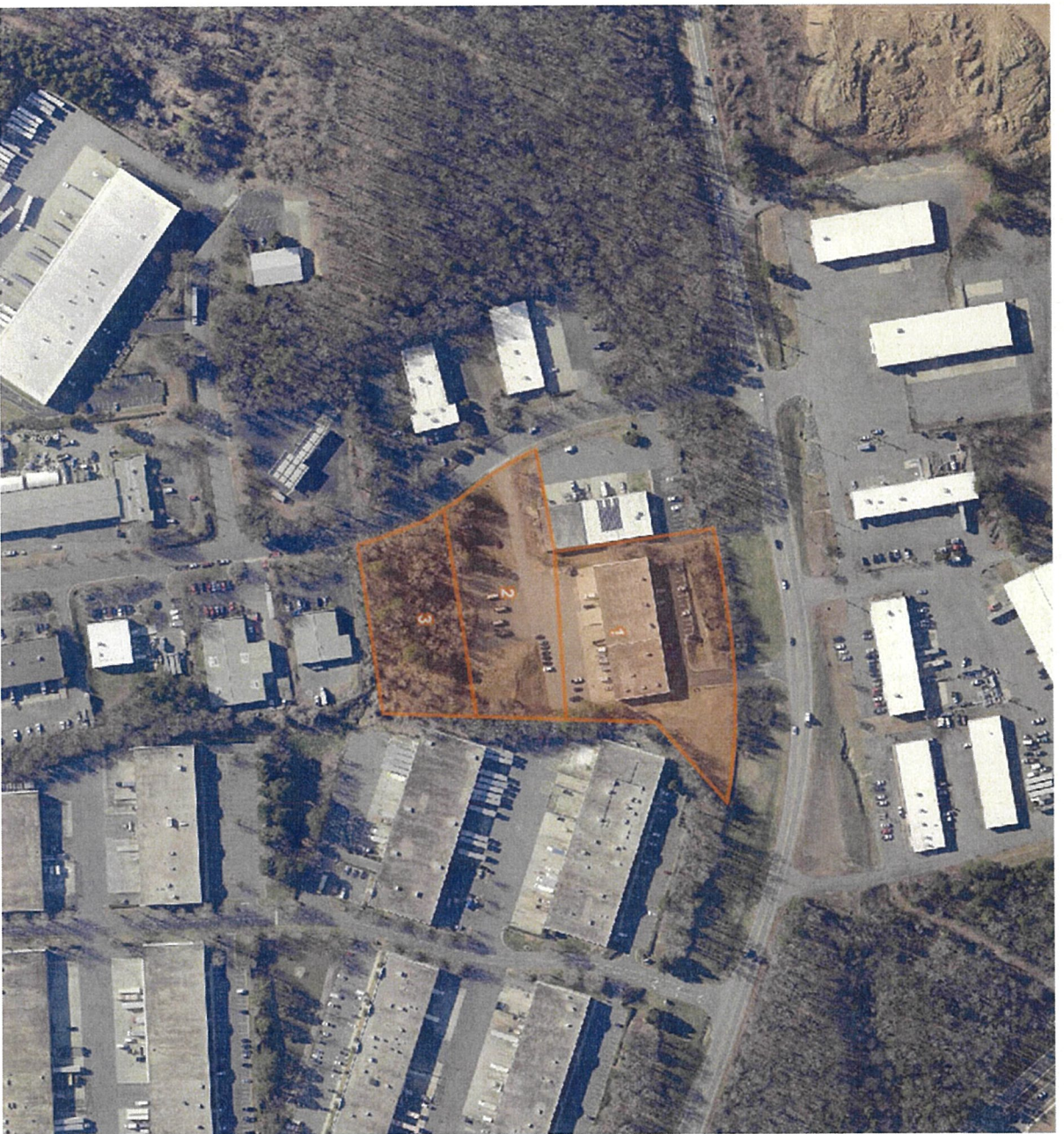
# INTRODUCTIONS

- Sharon Sullivan - Co-Owner and CEO of S&L Windows and Doors, LLC (an Affiliate of Renewal by Andersen Window Replacement)
- Lawrence Sullivan - Co-Owner of S&L Windows and Doors, LLC
- Susanne Todd & Kaitlin Beckom – Attorneys at Johnston Allison & Hord, P.A.

# PROPERTIES SUBJECT TO REZONING

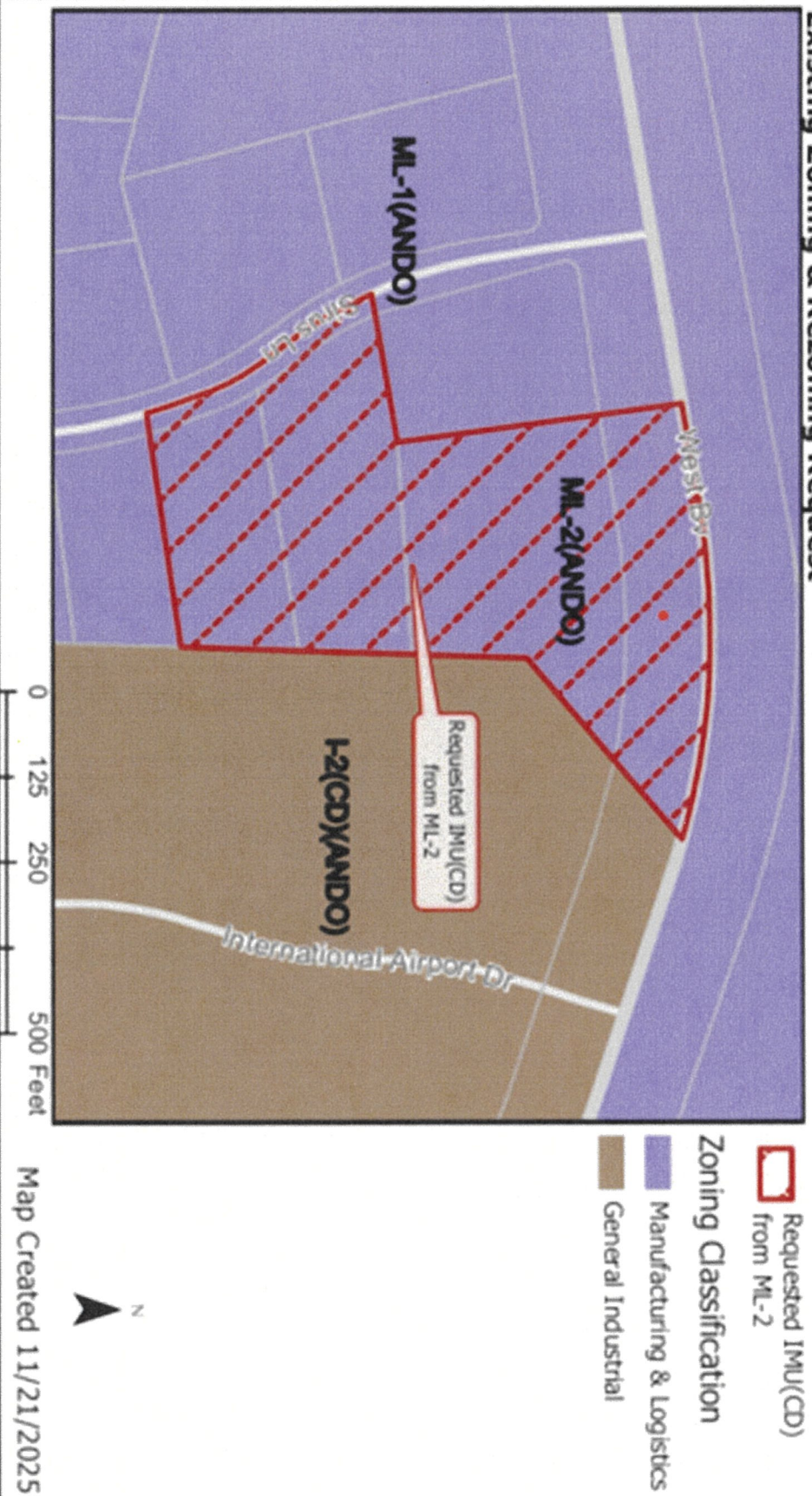
5.353 ACRE  
3 PARCELS  
1 BUILDING

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## Existing Zoning & Rezoning Request



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# WHY REZONE?

The nature of the window replacement business has changed. Instead of storing large inventory in a warehouse, most windows are now custom ordered and installed shortly after receipt.

The Sullivans want to make the Charlotte office their flagship location. They want to construct a new building on the Property for training, call center, and other office related purposes.

Current zoning limits office use in ML zoning districts to 40% of a building's square footage area.

In order to allow continued day-to-day business operations on the Property, Applicant requests a rezoning to IMU (CD).



# CURRENT ZONING: ML-2

The ML-2 Manufacturing and Logistics  
Zoning District is intended to accommodate  
industrial uses.

# NEW ZONING: IMU (CD)

The IMU Innovation Mixed-Use Zoning District is intended to accommodate those areas that have typically developed as industrial areas, but are transitioning from an exclusively industrial orientation to a broader mix of light industrial, artisan industrial, and commercial.

(CD) means (Conditional).

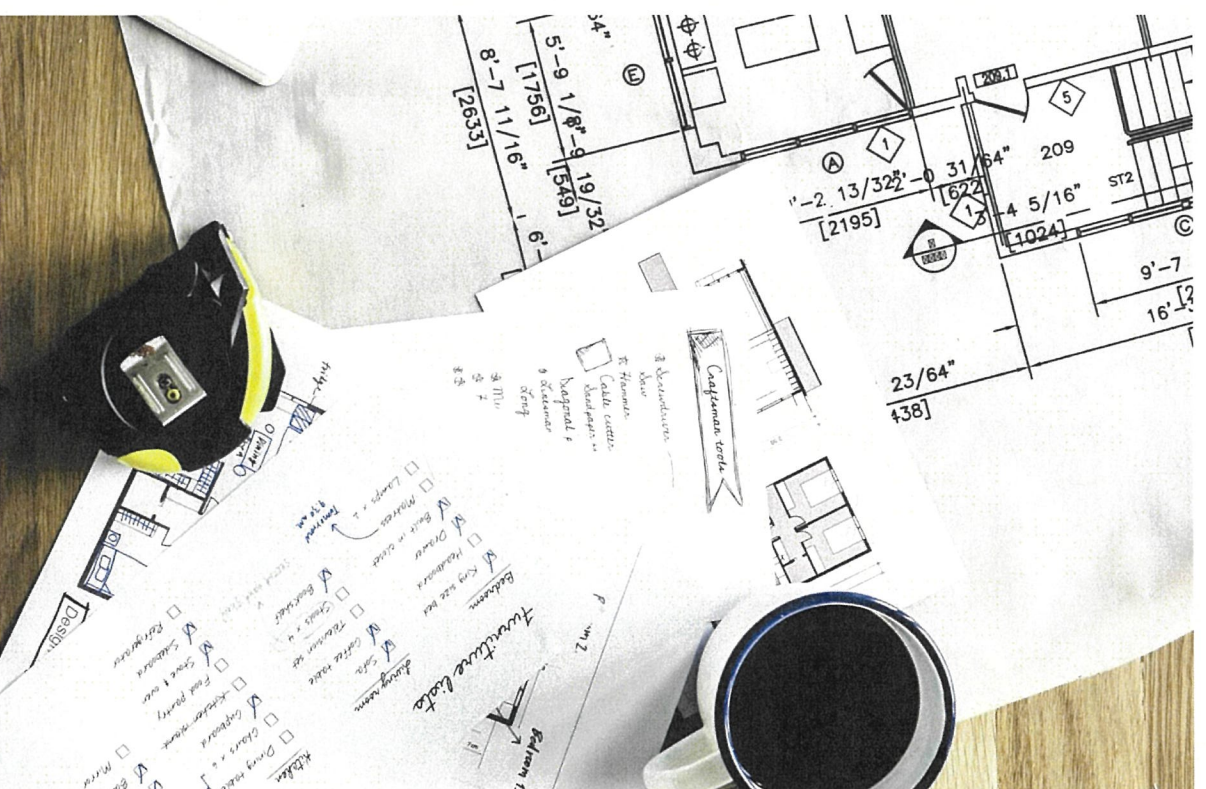


## What is a conditional rezoning?

- As part of the Rezoning process, Applicant voluntarily agrees to place conditions on how a property will be developed.

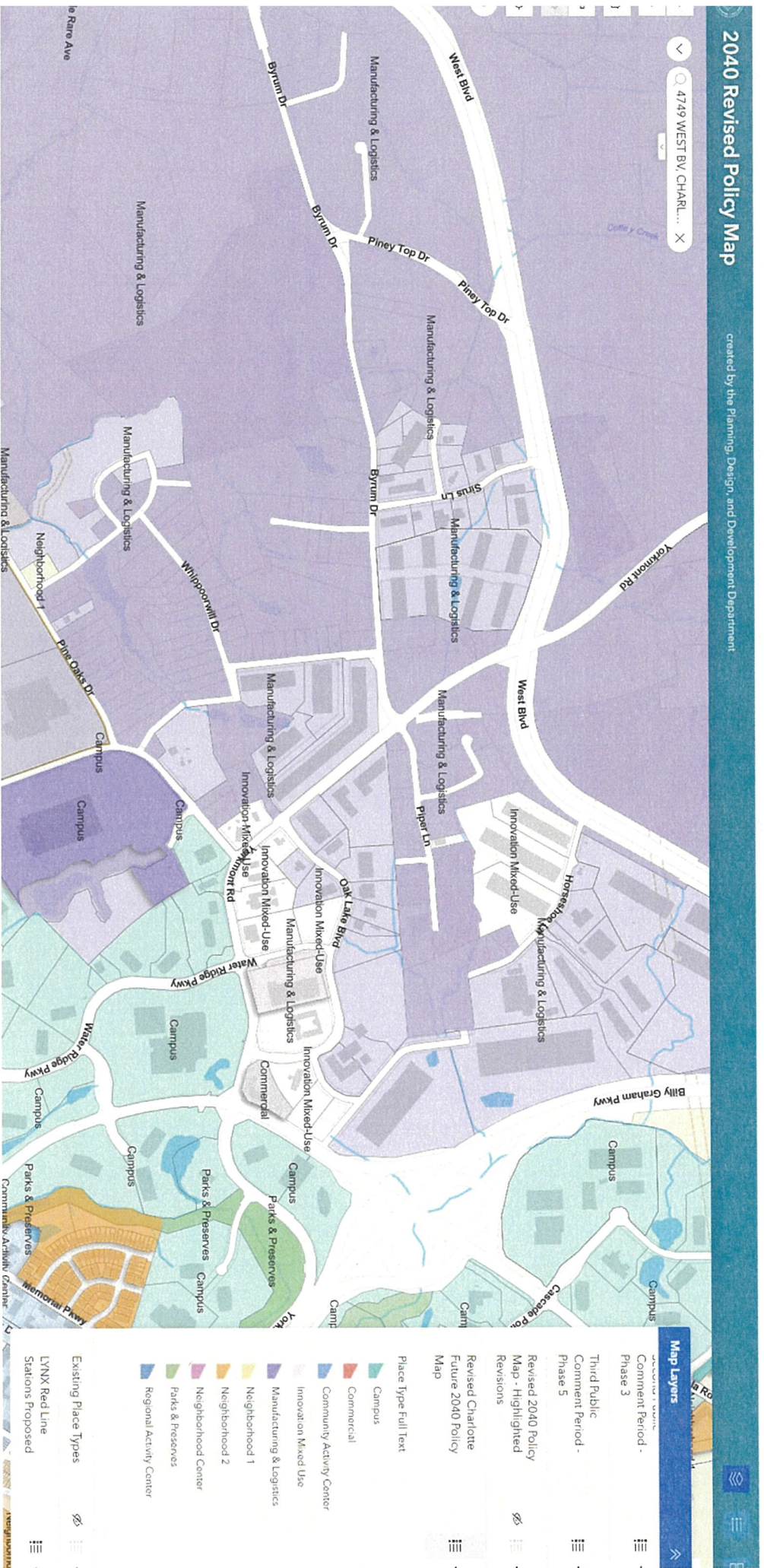
### Conditions on this rezoning:

- A prohibition on Residential Uses





# REASONABLENESS AND CONSISTENCY





# REZONING SCHEDULE

Community Meeting: December 15, 2025

Earliest Public Hearing: February 16,  
2026

Earliest Zoning Committee Meeting: March  
3, 2026

Earliest City Council Decision: March 16,  
2026

Please check with City Staff and City  
Website for latest information.



# COMMENTS AND QUESTIONS

Contact:

Susanne Todd – [stodd@jahlaw.com](mailto:stodd@jahlaw.com)

Kaitlin Beckom – [kbeckom@jahlaw.com](mailto:kbeckom@jahlaw.com)

Community Meeting Presentation can also be found on the Johnston, Allison & Hord, P.A. website.

